

memorandum

8/15/2017

TO: LAFCO
FROM: Julie Carter, Accountant
RE: Fiscal 2016-2017 Budget Update

Dear Commissioners:

This to provide you with a brief update of the Commission's budget.

We are currently in the process of compiling information and reportings for our annual audit. We are pleased to report we finished the fiscal year under budget. The preliminary closing out of fiscal 2016/2017 had an increase in fund balance of \$84,205. The increase was due primarily to the volume of projects taken in for the fiscal year and prudent spending which allowed us to finish the fiscal year under budget. With this increase we have fulfilled our policy of maintaining \$100,000 balance for the State St building contingency fund reserves, a litigation fund reserves of \$40,000, and still have the projected carry forward to partially fund our 2017/2018 budget.

We will supply the audited financial statements once completed.

Attached as Exhibit A is the preliminary budget to actual for fiscal 2016/2017, and the current fiscal year of 2017/2018 as of August 15, 2017,.

As always, we will be happy to answer questions.

Attachments:
Exhibit A

Cc: Files 50.000, 50.018, 50.019, 51.000

JC/JH/S/LAFCO/Budget/2017-2018/Budget update 8-15-17

APN

PROJECT ID No.

FILE ID. No.

EXHIBIT A

LAFCO BUDGET UPDATE @ 8-15-17

EXHIBIT A

	Fiscal 2016 / 2017 Adopted Budget (approved 5/26/16)	Fiscal 2016/2017 Preliminary Year End 6-30-17	Fiscal 2017 / 2018 Adopted Budget (approved 5/25/17)	Fiscal 2017 / 2018 Estimated Actuals @ 8-15-17
Income				
81-1928 CONTRB FRM OTR AGENCIES	255,793	255,793	253,978	237,133
81-1933 COUNTY MATCHING FUNDS	255,793	255,793	253,978	253,978
81-1808 LAFCO FEES	25,000	84,218	35,000	0
RENTS - 1122 STATE	47,075	50,820	45,738	8,470
*CONTINGENCY - EMERGENCY RESERVES	34,762	0	75,969	0
INTEREST INCOME	0	184	0	0
OTHER INCOME	0	383	0	0
Total Income	618,423	647,191	664,663	499,581
Expenses				
82-2001 LAFCO SALARIES	236,571	238,058	243,182	28,017
82-2035 LAFCO EMPLOYEE BENEFITS	114,741	109,115	115,044	10,955
82-2060 COMMUNICATIONS	8,650	5,428	5,040	326
82-2100 INS. PROPERTY	5,800	3,756	5,800	0
82-2101 INS LIABILITY	9,500	8,633	9,500	0
82-2120 MAINT -EQUIPMENT	8,300	9,475	11,020	188
82-2150 MEMBERSHIPS	3,559	4,361	4,210	1,013
82-2170 OFFICE EXPENSE (Office Supplies)	22,500	18,154	19,400	1,651
82-2170 OFFICE EXPENSE (Electronics)	16,000	14,172	16,000	1,101
82-2170 OFFICE EXPENSE (Software & Licenses)	8,000	6,119	9,010	1,680
82-2170 OFFICE EXPENSE (Furnishings)	1,000	0	1,000	841
82-2180 PROF & SPEC SERVICES-Legal	7,000	12,687	35,400	0
82-2180 PROF & SPEC SERVICES - Other (Annual Audit & Paychex)	20,500	13,377	20,500	603
82-2181 PROF & SPEC SERV-DATA P	14,250	15,558	15,940	5,250
82-2182 PROF & SPEC SERV-OTHER (GIS/CAED)	8,000	0	8,000	0
82-2190 PUBLIC & LEGAL NOTICES	2,700	2,308	2,400	138
82-2200 RENTS & LEASES-EQUIP	4,700	4,219	4,224	312
82-2230 SPECIAL DEPT EXPENSE	900	9,496	900	105
82-2251 TRAVEL IN COUNTY	500	254	500	0
82-2252 TRAVEL OUT OF COUNTY	28,898	26,103	26,592	500
82-4300 CAPITAL OUTLAY	10,000	10,376	0	0
1122 R & M COSTS/ONGOING EXPENSE	20,000	20,703	20,000	2,252
1122 R & M COSTS/REMODEL	10,000	12,675	30,000	0
1122 UTILITIES	21,582	17,960	21,000	129
*CONTINGENCY - EMERGENCY RESERVES	34,762	0	40,000	0
Total Expenses	618,423	562,986	664,663	55,058
Net Income	0	84,205	0	444,523