

# LAFCO

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**Santa Barbara Local Agency Formation Commission**  
105 East Anapamu Street ♦ Santa Barbara CA 93101  
805/568-3391 ♦ FAX 805/568-2249  
www.sblafco.org ♦ lafco@sblafco.org

May 2, 2024 (Agenda)

Local Agency Formation Commission  
105 East Anapamu Street  
Santa Barbara CA 93101

## **Final LAFCO Budget for Fiscal Year 2024-2025**

Dear Members of the Commission:

### RECOMMENDATION:

Consider recommendations regarding the Final Budget for Fiscal Year (FY) 2024-2025, and consider adoption of a Resolution that takes the following actions:

- a) Review the Final Budget for FY 2024-2025, accept all public testimony and approve the Budget as presented;
- b) Direct staff to distribute the approved Final Budget to Cities, Special Districts and the County as required by Government Code Section 56381; and
- c) Notify the County Auditor to proceed pursuant to Government Code Section 56381(b) with apportionment of LAFCO costs among the County, Cities, and Special Districts.

### DISCUSSION:

The proposed budget was approved by the Commission on April 4, 2024. Following April 4, 2024 Commission meeting, the approved Proposed Budget was transmitted to the County Executive, City Managers and Special District Managers. The notice of Final Budget hearing has been posted to the Commission website. The Final Budget staff report was also distributed to the County Executive, City Managers and Independent Special Districts Managers.

The notification and hearing process are consistent with the provisions of Government Code Section 56381. Pursuant to the section, "The Commission shall adopt annually following noticed public hearing, a proposed budget by May 1 and a final Budget by June 15."

The funding formula for LAFCO's budget is established in the Cortese-Knox-Hertzberg Act. LAFCO's budget is funded primarily by the County, Cities and Independent Special Districts, with each group paying one-third of the LAFCO adopted budget. The Final Budget has been distributed to the County, Cities, and Special Districts.

The recommended Final Budget for Fiscal Year 2024-2025 reflects a total projected appropriations of \$592,000, with a slightly increased Line Item 4840 for Other Gov't Agencies to \$560,000 from last year.

The final budget and signed resolution will be submitted to the County Auditor's Office. The City and District shares are pro-rated based on general revenues reported to the State Controller's Office by the jurisdictions. The County Auditor will calculate the cost to each jurisdiction and distribute invoices for payment to the Cities and Special Districts within the County in the first quarter of the 2024-2025 fiscal year. A reminder of newly adopted Contribution Policy regarding Net Operating Expenses will be forwarded to each member.

Attachments

Attachment A - Recommended Final LAFCO Budget for FY 2024-2025

Attachment B - Draft Proposed LAFCO Budget for FY 2024-2025

Attachment C - LAFCO Resolution Approving the Final Budget for FY 2024-2025

Please contact the LAFCO office if you have any questions.

Sincerely,



Mike Prater  
Executive Officer

cc: County Executive Officer  
Each City Manager  
Each Special District Manager

**SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION**  
**Operating Fund #5320, Santa Barbara LAFCO, Department # 815**

RECOMMENDED FINAL 2024-2025 BUDGET - MAY 2, 2024

Final 5/2/2024

Account Name and Number	2023-24 Final Budget	As of 3/31/24	Projected Year-End	2024-25 Recommended Budget	Inc/Dec	% Inc/Dec
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**REVENUES**

Interest Income - 3380	2,000	3,545	3,545	3,000	1,000	50%
Unrealized Gain/Loss - 3381	0	0	0	0	0	0%
Other Gov't Agencies - 4840	540,236	550,792	550,792	560,000	19,764	4%
Planning Studies Service - 5738	18,000	8,750	10,750	20,000	2,000	11%
Misc. Revenue - 5909	11,000	4,512	6,430	9,000	-2,000	-18%
<b>Total Revenues</b>	<b>571,236</b>	<b>567,599</b>	<b>571,517</b>	<b>592,000</b>	<b>20,764</b>	<b>4%</b>

**EXPENDITURES**

**Salaries and Benefits**

Commissioner Stipends - 6210	22,000	11,891	18,936	22,000	0	0%
Regular Salary - 6100	293,731	193,401	257,703	293,078	-653	0%
FICA Contribution - 6500	15,861	11,698	16,647	15,826	-35	0%
FICA/Medicare - 6550	6,462	3,053	4,211	6,448	-14	0%
Retirement-Employer Contribution - 6400	23,866	15,341	22,125	25,581	1,715	7%
Retirement - Employee Contribution - 5771	23,866	15,341	22,125	25,581	1,715	7%
Unemployment Insurance - 6700	6,630	30,351	31,206	3,466	-3,164	-48%
Fed Unemploy Tax-Employer Cont - 6700	300	827	870	550	250	83%
<b>Fixed Costs (\$):</b>						
Health Plan/Contribution - 6600	26,215	23,946	33,119	33,680	7,465	28%
Life/Disability Insurance - 6610	3,000	1,976	2,965	3,000	0	0%
Def Comp - EO Employer - 6100	4,200	3,150	4,200	4,200	0	0%
Phone/Cash Allowance - 7811	2,450	1,624	2,436	2,450	0	0%
Auto Allowance - 7326	7,000	4,666	7,000	7,000	0	0%
<b>Total Salaries and Benefits</b>	<b>411,715</b>	<b>301,924</b>	<b>401,418</b>	<b>417,279</b>	<b>5,564</b>	<b>1%</b>

**Services and Supplies**

Audit Fees - 7324	12,000	0	6,000	12,900	900	8%
Memberships - 7430	9,540	9,564	9,564	9,750	210	2%
Office Expense - 7450	1,500	334	334	1,500	0	0%
Equipment Maintenance - 7120	0	0	0	0	0	0%
Copier Expense - 7453	2,000	0	650	1,000	-1,000	0%
Prof & Special Services - 7460	50,000	32,216	50,000	50,000	0	0%
Payroll Fees - 7507	2,750	1,615	2,119	2,400	-350	-13%
Legal Services -7508	50,000	38,948	57,000	65,000	15,000	30%
Pubs & Legal Notices - 7530	2,000	1,564	2,564	3,000	1,000	50%
Postage - 7451	1,000	225	725	1,000	0	0%
Gen Fund Cost Allocation - 7669	-245	255	255	19,051	19,296	-7876%
Training and Travel - 7732	26,000	16,565	20,164	26,000	0	0%
<b>Total Services and Supplies</b>	<b>156,545</b>	<b>101,286</b>	<b>149,375</b>	<b>191,601</b>	<b>35,056</b>	<b>22%</b>

**Other Charges**

Electricity - 7801	500	460	600	500	0	0%
Natural Gas - 7802	175	118	225	175	0	0%
Water - 7803	150	69	150	150	0	0%
Refuse - 7804	200	107	200	200	0	0%
Utility Services - 7806	100	34	100	100	0	0%
Liability Insurance - 6900	1,400	0	1,544	1,545	145	0%
Telephone Services - 7897	450	342	450	450	0	0%
<b>Total Other Charges</b>	<b>2,975</b>	<b>1,130</b>	<b>3,269</b>	<b>3,120</b>	<b>145</b>	<b>5%</b>

<b>Contingency Reserve - 9600</b>	<b>-1,722</b>	<b>-1,722</b>	<b>-1,722</b>	<b>-20,000</b>	<b>0</b>	<b>0</b>
<b>Total Contingency Reserve</b>	<b>287,339</b>	<b>406,062</b>	<b>303,072</b>	<b>0</b>	<b>283,072</b>	<b>-1.5%</b>
<b>Total Exp/Appropriations</b>	<b>571,236</b>	<b>406,062</b>	<b>555,784</b>	<b>592,000</b>	<b>20,764</b>	<b>3.6%</b>
<b>Net Financial Impact</b>	<b>0</b>	<b>161,537</b>	<b>15,733</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

\*\$20,000 contingency will be deducted from reserves in FY 24/25. The estimated contingency reserve balance will be \$283,000

**SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION**  
**Operating Fund #5320, Santa Barbara LAFCO, Department # 815**

PROPOSED DRAFT 2024-2025 BUDGET - APRIL 4, 2024

Proposed 4/4/2024

Account Name and Number	2023-24 Final Budget	As of 3/31/24	Projected Year-End	2024-25 Proposed Budget	Inc/Dec	% Inc/Dec
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<b>Net Financial Impact</b>	<b>0</b>	<b>161,537</b>	<b>15,733</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

\*\$20,000 contingency will be deducted from reserves in FY 24/25. The estimated contingency reserve balance will be \$283,000

LAFCO RESOLUTION NO. 24 -XX

RESOLUTION OF THE SANTA BARBARA LOCAL AGENCY FORMATION  
COMMISSION ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2024-2025

WHEREAS, the Executive Officer has given the notices required by law and forwarded copies of the proposed budget to officers, persons, and public agencies proscribed by law; and

WHEREAS, this matter was set for public hearing at 1:00 p.m. on May 2, 2024, and a public hearing was duly conducted; and

WHEREAS, at said hearing, the Commission heard and received all oral and written comments and evidence which were made, presented or filed, and all person's present and participating remotely were given the opportunity to hear and be heard in respect to any matter relating to said recommended final budget, and

WHEREAS, the Commission finds that it can accomplish its legislative purpose and adopted work plan with the reduced final budget as required by Cortese-Knox-Hertzberg Act; and

NOW, THEREFORE BE IT RESOLVED AND ORDERED by the Local Agency Formation Commission of Santa Barbara County, State of California, as follows:

1. The recitals set forth herein are true, correct and valid;
2. Pursuant to Government Code section 56381(a), the Commission hereby adopts the Final Budget for Fiscal Year 2024-25 in the amount of \$592,000 as set forth in **Exhibit A**. The amount charged to the Cities, the Independent Special Districts and the County, after deducting fees from applications will be \$560,000; and
3. Pursuant to Government Code section 56381(a), the Final Budget is found to be adequate for the Commission to fulfill the purpose and programs of Chapter 3 ("Powers") of Part 2 of the Cortese-Knox-Hertzberg Act;
4. Staff is directed to distribute the Final Budget to the County, Cities, and Special Districts as required by Government Code section 56381; and
5. Staff shall notify the County Auditor to proceed pursuant to Government Code section

ATTACHMENT C

Santa Barbara LAFCO  
LAFCO RESOLUTION NO. 24 -

56381(b) with apportionment of LAFCO costs among the County, Cities, and Special Districts.

This resolution was adopted on May 2, 2024 and is effective on the date signed by the Chair.

AYES:

NOES:

ABSTAINS:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Jay Freeman, Chair  
Santa Barbara Local Agency Formation Commission

ATTEST:

\_\_\_\_\_  
Natasha Carbajal, Clerk/Analyst  
Santa Barbara Local Agency Formation Commission