

# Santa Barbara LAFCO

## Recommended Final 2023-2024 Santa Barbara LAFCO Budget

May 4, 2023

# Background

- LAFCO is an independent commission established by the legislature to carry out specific duties and objectives. It is responsible for adopting its budget to fulfill the purposes described in the Cortese-Knox-Hertzberg Act.
- Government Code Section 56381 requires LAFCO, after conducting public hearings, to:
- Adopt a proposed budget for the next fiscal year not later than May 1. This is transmitted to the County, each city and each independent special district for their review and comment. The proposed budget was approved by the Commission on April 6, 2023
- Adopt the final budget for the next fiscal year by June 15.

# Summary of Recommended Final Budget

LAFCO

Santa Barbara Local Agency  
Formation Commission

- The recommended Final Budget is \$571,236 a decrease of \$44,971 below the current year budget. This represents a 7 percent decrease; Primary reasons are:
  - 1) Merit & CPI for staff,
  - 2) Eliminate Contractual Staff Services \$0
  - 3) The General Fund Cost Allocation (CAP) decreased by \$101% (\$-245) compared to the current year's budget, and
  - 4) Recommended \$0 contribution be added to contingency reserve to fund unanticipated expenses such as litigation and other legal services, professional services, and other unexpected and other unbudgeted expenses.

Business Item No 1

# Recommended Final 2023-24 LAFCO Budget

Proposed Budget Summary	Adjusted Budget 2022-2023	Rec Final 2023-2024	Change
Salaries and Benefits	\$377,032	\$411,716	\$34,684
Contracted Staff Support	\$30,000	\$0	(\$30,000)
Services & Supplies	\$196,600	\$156,545	(\$40,055)
Other Charges	\$2,575	\$2,975	\$400
<b>Total</b>	<b>\$606,207</b>	<b>\$571,236</b>	<b>(\$44,971)</b>
Contingencies	\$10,000	\$0	(\$10,000)
<b>Total Appropriations</b>	<b>\$616,207</b>	<b>\$571,236</b>	<b>(\$44,971)</b>
<b>Revenues</b>	<b>\$616,207</b>	<b>\$571,236</b>	<b>(\$44,971)</b>

**SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION**

**Operating Fund #5320, Santa Barbara LAFCO, Department # 815**

RECOMMENDED FINAL 2023-2024 BUDGET – May 4, 2023

Final 5/4/2023

Account Name and Number	2022-23 Final Budget	As of 3/31/23	Projected Year-End	2023-24 Proposed Budget	Inc/Dec	% Inc/Dec
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**REVENUES**

Interest Income - 3380	4,000	2,553	2,553	2,000	-2,000	-50%
Unrealized Gain/Loss - 3381	0	0	0	0	0	0%
Other Gov't Agencies - 4840	580,072	550,340	580,072	540,236	-39,836	-7%
Planning Studies Service - 5738	25,000	25,000	25,000	18,000	-7,000	-28%
Misc. Revenue - 5909	7,135	8,087	9,175	11,000	0	0%
<b>Total Revenues</b>	<b>616,207</b>	<b>585,980</b>	<b>616,800</b>	<b>571,236</b>	<b>-44,971</b>	<b>-7%</b>

**EXPENDITURES**

<b>Salaries and Benefits</b>						
Commissioner Stipends - 6210	22,000	11,268	22,000	22,000	0	0%
Regular Salary - 6100	274,887	180,530	272,000	293,731	18,844	7%
FICA Contribution - 6500	7,422	9,973	14,785	15,861	8,439	114%
FICA/Medicare - 6550	4,275	2,828	3,675	6,462	2,187	51%
Retirement-Employer Contribution - 6400	24,935	13,852	20,390	23,866	-1,069	-4%
Retirement - Employee Contribution - 5771	24,925	13,852	20,390	23,866	-1,059	-4%
Unemployment Insurance - 6700	3,563	2,610	3,500	6,630	3,067	86%
Fed Unemploy Tax-Employer Cont - 6700	300	117	300	300	0	0%
<b>Fixed Costs (\$):</b>						
Health Plan/Contribution - 6600	22,500	21,418	22,500	26,215	3,715	0%
Life/Disability Insurance - 6610	3,200	1,977	3,200	3,000	-200	0%
Def Comp - EO Employer - 6100	4,200	2,430	4,200	4,200	0	0%
Phone/Cash Allowance - 7811	2,750	1,624	2,450	2,450	-300	0%
Auto Allowance - 7326	7,000	4,667	7,000	7,000	0	0%
<b>Total Salaries and Benefits</b>	<b>377,032</b>	<b>267,144</b>	<b>376,000</b>	<b>411,716</b>	<b>34,684</b>	<b>9%</b>

**STAFF SUPPORT**

Contractual Staff Services - 7510	30,000	2,329	2,329	0	-30,000	-100%
<b>Total Staff Support</b>	<b>30,000</b>	<b>2,329</b>	<b>2,329</b>	<b>-</b>	<b>(30,000)</b>	<b>-100%</b>

Account Name and Number	2022-23 Final Budget	As of 3/31/23	Projected Year-End	2023-24 Proposed Budget	Inc/Dec	% Inc/Dec
<b>Services and Supplies</b>						
Audit Fees - 7324	10,000	0	11,130	12,000	2,000	20%
Memberships - 7430	9,500	1,250	1,250	9,540	40	0%
Office Expense - 7450	1,500	2,391	2,211	1,500	0	0%
Equipment Maintenance - 7120	0	0	0	0	0	0%
Copier Expense - 7453	500	0	0	2,000	1,500	0%
Prof & Special Services - 7460	53,000	40,552	50,000	50,000	-3,000	-6%
ADP Payroll Fees - 7507	2,750	1,546	2,800	2,750	0	0%
Legal Services -7508	50,000	34,799	50,000	50,000	0	0%
Pubs & Legal Notices - 7530	2,000	1,030	2,298	2,000	0	0%
Postage - 7451	250	471	700	1,000	750	0%
Gen Fund Cost Allocation - 7669	38,100	29,074	38,100	-245	-38,345	-101%
Training and Travel - 7732	29,000	14,647	26,000	26,000	-3,000	-10%
<b>Total Services and Supplies</b>	<b>196,600</b>	<b>125,760</b>	<b>184,489</b>	<b>156,545</b>	<b>-40,055</b>	<b>-20%</b>

**Other Charges**

Electricity – 7801	500	485	500	500	0	0%
Natural Gas – 7802	175	166	175	175	0	0%
Water – 7803	150	97	150	150	0	0%
Refuse – 7804	200	123	200	200	0	0%
Utility Services – 7806	100	30	100	100	0	0%
Liability Insurance – 6900	1,000	824	1,350	1,400	400	0%
Telephone Services - 7897	150	298	440	450	300	200%
<b>Total Other Charges</b>	<b>2,275</b>	<b>2,022</b>	<b>2,915</b>	<b>2,975</b>	<b>700</b>	<b>31%</b>

<b>Contingency Reserve - 9600</b>	0	0	0	0	0	0
<b>Total Contingency Reserve</b>	238,312		289,379	0	289,379	21.4%
<b>Total Exp/Appropriations</b>	<b>616,207</b>	<b>397,255</b>	<b>565,733</b>	<b>571,236</b>	<b>-44,971</b>	<b>-7.3%</b>
<b>Net Financial Impact</b>	<b>0</b>	<b>188,725</b>	<b>51,067</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

\*\$0 contingency will be added to reserves in FY 23/24. The estimated contingency reserve balance will be \$289,000

# Recommendation

## It is recommended that the Commission:

- a) Review the Final Budget for FY 2023-2024, accept all public testimony and approve the Final Budget;
- 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.