

LOCAL AGENCY FORMATION COMMISSION COUNTY FOR SAN BERNARDINO

215 North D Street, Suite 204, San Bernardino, CA 92415-0490
(909) 383-9900 • Fax (909) 383-9901
E-MAIL: lafco@lafco.sbcounty.gov
www.sbclafco.org

DATE: MAY 8, 2012

FROM: KATHLEEN ROLLINGS-McDONALD, Executive Officer

TO: LOCAL AGENCY FORMATION COMMISSION

SUBJECT: Agenda Item #9B – Review and Adoption of Final Budget for Fiscal Year 2012-13

RECOMMENDATION:

Staff recommends that the Commission take the following actions:

1. Adopt the Fiscal Year 2012-13 Final Budget as presented with the apportionment of net LAFCO costs based upon the Auditor's information attached to this report.
2. Approve the following:
 - a) Contract Amendment #3 with the Executive Officer extending contract to June 30, 2014 and authorize the Commission Chairman to sign; and,
 - b) Authorize the Commission Chairman to sign lease extension of Office Facility from July 1, 2012 through June 30, 2017 for a beginning rate of \$1.50 per square foot; and,
 - c) Authorize the Executive Officer to sign the request for update of the Commission's website, the engagement of the new audit firm, and to initiate the recruitment process to be conducted by LAFCO staff for the Clerk to the Commission/Office Manager and LAFCO Secretary positions.
3. Direct the Executive Officer to submit to the County Auditor-Controller the adopted Final Budget and request the apportionment of the Commission's net costs to the County, Cities/Towns and Independent Special Districts pursuant to the provisions of Government Code Section 56381 as provided on the attachment to the Budget.

BACKGROUND:

The Commission's annual budget process began at the April 16 hearing through adoption of the Proposed Budget for Fiscal Year 2012-13. The Proposed Budget included an outline of the anticipated appropriations, revenues, and policy items for Commission consideration.

On April 20, the Proposed Budget was forwarded for review and comment, as required by Government Code Section 56381, to the County, each of the 24 Cities/Towns and Special Districts (dependent and independent) with the request to submit comments by May 8th for inclusion in the final report. As of the date of this report, no comments or concerns have been provided by any of the Cities, Towns, Special Districts, or the County regarding the Proposed Budget as adopted at the April hearing. If concerns are received following the publication of this report, staff will provide those to the Commission at the hearing along with an oral response.

On April 25 a letter from San Bernardino County Employees Retirement Association (SBCERA) was received identifying that the rate of increase for the Commission's employer portion of retirement expense has been reduced for the Fiscal Years beginning with FY 2013-14. As the original budget materials identified the projection for FY 2013-14 was 29.27 percent of earnable compensation. The letter identifies that this has been reduced to 27.95% for a savings of \$4,163 in FY 2013-14. The attached budget spreadsheet has been amended to include this change in forecast.

Copies of the Final Budget Spreadsheet and narrative recommended for adoption is included as Attachment #1 to this report. The apportionment for the County, Cities/Towns and Special Districts are also included as a part of Attachment #1. Attachment #2 provides the contract amendment #3 for the Executive Officer extending the contract period to June 30, 2014. The extension of the office lease term to June 30, 2017 for a reduction in space rent back to \$1.50 per square foot with an annual 3% increase, the update of the Commission's website through the County's Information Services Department, the engagement of the new audit firm, and the recruitment process for filling the Clerk to the Commission/Office Manager and LAFCO Secretary positions were adopted as policy items in April and staff is recommending the final approval at this hearing.

The staff will be happy to answer any questions from the Commission prior to or at the hearing regarding any of the items within the budget documents or this report.

/krm

Attachments:

1. [Final Budget Spreadsheet, Narrative and Apportionment Schedules](#)
2. [Contract Amendment #3 for the Executive Officer](#)