

**LOCAL AGENCY FORMATION COMMISSION
COUNTY OF SAN BERNARDINO**

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DATE: JUNE 6, 2011

FROM: KATHLEEN ROLLINGS-McDONALD, Executive Officer

TO: LOCAL AGENCY FORMATION COMMISSION

**SUBJECT: AGENDA ITEM #8C – APPROVAL OF COMPENSATION AND
BUDGET DISCLOSURE POLICY**

RECOMMENDATION:

Staff recommends that the Commission adopt the following Policy:

**POLICY 39 – DISCLOSURE OF LAFCO COMPENSATION AND
BUDGET**

In order to provide the residents, landowners and government agencies within San Bernardino County the ability to easily determine the costs for operating San Bernardino LAFCO, the Commission hereby requires its staff to post the following information and/or documents on the Commission's website, accessible directly from its homepage:

- a. Current Fiscal Year Budget
- b. Annual Compensation Paid to Each Commissioner from the Local Agency Formation Commission for the Preceding Calendar Year.
- c. Annual Compensation Paid by LAFCO for each employee position which shall include salary and total benefit costs in the current budget and those reported on the most recent W-2.

BACKGROUND:

Over the last year much discussion in the press, in hearings and around the proverbial water-cooler has revolved around questions about public payments for employees and elected/appointed representatives. The Legislature is

inundated with bills to address these issues and one item at the heart of the issue is the question of providing easy access to information related to budgets, employee compensation in the aggregate and Council/Board compensation. CALAFCO has addressed this question through providing recommended guidelines for LAFCOs to disclose their budget and compensation (copy attached to this report).

LAFCO staff concurs with the positions taken in these guidelines and is proposing that the Commission adopt a policy to specify its disclosure requirements. The items to be provided on the LAFCO website are more completely described as follows:

1. Current Fiscal Year Budget – this information in its entirety is currently available on the website but only through the review of individual agendas on the Agenda page. Staff is proposing that a homepage link be provided to a page specifically set up to address these disclosures which would include budget documents (Final Budget spreadsheet and narrative and links to the staff reports, and updates), assisting the public or other agencies to access the material more quickly.
2. Disclosure of Commission Information – staff is proposing that Commissioner compensation be disclosed for each individual commissioner again through access from the homepage. This information would include the stipend for attendance at regular meetings, any stipend authorized for participation in extended groups (such as the Coalition of California LAFCOs) and any expense reimbursement as reported on the 1099s issued for each Commissioner. Again, this information is currently identified in the budget documents and monthly reports of expenditures but requires some digging to determine. Adoption of this disclosure item will make the compensation clear without disclosing confidential and/or protected information. The CALAFCO guidelines outline other possible disclosures items (such as benefits reported on W-2s) which are not applicable to San Bernardino LAFCO.
3. Disclosure of Employee Information – staff is proposing that the full annual compensation for each position as identified in the budget be provided as well as the prior calendar compensation paid. This information will include salary and all paid benefits provided by San Bernardino LAFCO. As with Commissioner disclosure, the information related to future year compensation is currently within the Commission’s annual budget narrative, but requires some review to identify. Adoption of this disclosure category will make the full

compensation clear for each employee without disclosing personal or confidential information forecast for the year and the actual per the calendar year reporting for taxation purposes.

Staff recommends that the Commission adopt the proposed Policy #39 as outlined on page 1 to be effective with the Fiscal Year 2011-12 Budget.

KRM/

[Attachment](#)