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MODESTO, CA 95354



BOARD OF SUPERVISORS  
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2017 JUN -1 P 2:24

DATE: June 1, 2017

TO: Stanislaus County Board of Supervisors  
City Managers  
Independent Special Districts

FROM: Sara Lytle-Pinhey, Executive Officer

SUBJECT: **FINAL LAFCO BUDGET FOR FISCAL YEAR 2017-2018**

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The Stanislaus Local Agency Formation Commission (LAFCO) is required, pursuant to Government Code Section 56381(a), to transmit a copy of its Final Budget to the Board of Supervisors, each City, and each Independent Special District.

At its May 24, 2017 meeting, LAFCO adopted its Final Budget for Fiscal Year 2017-2018. A copy of the LAFCO Resolution 2017-08, including the Final Budget is attached.

For Fiscal Year 2017-2018, contributions from the funding agencies (County and nine cities) have been budgeted in the amount of \$394,375. This amount is apportioned and collected by the County Auditor-Controller based on a formula set forth in State law. The allocations for Fiscal Year 2017-2018 are attached for your information and will be billed separately on July 1<sup>st</sup> by the County Auditor-Controller's office.

Also for your information, attached please find a flier for the upcoming LAFCO 101 Workshop.

Should you have any questions regarding the Final LAFCO Budget for Fiscal Year 2017-2018 or the upcoming LAFCO 101 Workshop, please contact our office.

Attachments: LAFCO Resolution No. 2017-08 - Final LAFCO Budget FY 17-18  
City/County Allocations - FY 17-18  
LAFCO 101 Workshop Flier

# CITY/COUNTY LAFCO ALLOCATIONS

## 17/18 FISCAL YEAR

|      | CITY                | BUDGET<br>AMOUNT | % OF<br>BUDGET | AMOUNT<br>BILLED  |
|------|---------------------|------------------|----------------|-------------------|
| 1262 | Ceres               | 394,375.00       | 3.66%          | 14,437.69         |
| 1264 | Hughson             | 394,375.00       | 0.87%          | 3,419.80          |
| 1266 | Modesto             | 394,375.00       | 30.63%         | 120,807.23        |
| 1737 | Newman              | 394,375.00       | 0.81%          | 3,204.09          |
| 1271 | Oakdale             | 394,375.00       | 2.86%          | 11,286.56         |
| 1275 | Patterson           | 394,375.00       | 2.35%          | 9,254.42          |
| 1277 | Riverbank           | 394,375.00       | 1.32%          | 5,187.07          |
| 2887 | Turlock             | 394,375.00       | 6.98%          | 27,544.52         |
| 1284 | Waterford           | 394,375.00       | 0.52%          | 2,046.12          |
|      | <b>Total Cities</b> |                  | <b>50%</b>     | <b>197,187.50</b> |
|      | <b>County</b>       |                  | <b>50%</b>     | <b>197,187.50</b> |
|      | <b>TOTAL</b>        |                  | <b>100%</b>    | <b>394,375.00</b> |

**\$394,375.00**

LAFCO BUDGET

**\$394,375.00**

TOTAL

STANISLAUS COUNTY LOCAL AGENCY  
FORMATION COMMISSION

RESOLUTION

DATE: May 24, 2017

NO. 2017-08

SUBJECT: Adoption of the Final LAFCO Budget for Fiscal Year 2017-2018

On the motion of Commissioner Dunlop, seconded by Commissioner Withrow, and approved by the following vote:

Ayes: Commissioners: Bublak, Dunlop, Olsen and Withrow  
Noes: Commissioners: None  
Absent: Commissioners: DeMartini and Hawn  
Ineligible: Commissioners: Van Winkle

**THE FOLLOWING RESOLUTION WAS ADOPTED:**

**WHEREAS**, Government Code Section 56381(a) requires the Commission to adopt annually, following noticed public hearings, a proposed budget by May 1 and a final budget by June 15;

**WHEREAS**, the Stanislaus Local Agency Formation Commission wishes to provide for a budget to fulfill its purposes and functions as set forth by State law;

**WHEREAS**, pursuant to Government Code Section 56381(a), the proposed budget must be, at a minimum, equal to the previous budget, unless a finding is made that the reduced costs will nevertheless allow the Commission to fulfill the purposes and programs of the Stanislaus Local Agency Formation Commission (LAFCO);

**WHEREAS**, the Commission conducted a public hearing on April 26, 2017 and approved a Proposed Budget for Fiscal Year 2017-2018, as submitted by the Executive Officer;

**WHEREAS**, the Commission considered the Final Budget for Fiscal Year 2017-2018 at a duly noticed public hearing on May 24, 2017;

**WHEREAS**, the Commission considered two options for its Final Budget, and directed Staff to include additional reserves and a reduced offset to agency contributions;

**WHEREAS**, approval of the Final Budget will enable the Commission to perform its core responsibilities effectively, and to continue its work on State mandated Municipal Service Reviews and Sphere of Influence Updates;

**NOW, THEREFORE, BE IT RESOLVED** that the Commission:

1. Finds that the Final Budget for Fiscal Year 2017-2018 will allow the Stanislaus Local Agency Formation Commission to fulfill the purposes and programs of the Cortese-Knox-Hertzberg Local Government Reorganization Act.
2. Adopts the Final Budget for Fiscal Year 2017-2018, with total operating expenses of \$453,375, as outlined in Exhibit 1.

LAFCO Resolution No. 2017-08  
Adoption of Final Budget - FY 2017-2018  
Page 2

3. Directs Staff to transmit the adopted Final Budget for Fiscal Year 2017-2018 to the Board of Supervisors, each City, each Independent Special District, and the County Auditor, pursuant to Government Code Section 56381(a).
4. Requests that the County Auditor apportion and collect the net operating expenses of the Commission's Final Budget for Fiscal Year 2017-2018 in the amount of \$394,375 from the County and each of the nine cities no later than July 1, 2017 for the amount each entity owes in accordance with Government Code Sections 56381(b)(2) and 56381(c).
5. Authorizes the Executive Officer and the County Auditor to determine the method of collection if a city or the County does not remit its required payment within 60 days, as outlined in 56381(c).

ATTEST:

  
Sara Lytle-Pinhey  
Executive Officer

Attachment: Exhibit 1 - Final Budget Fiscal Year 2017-2018

**EXHIBIT 1**  
Stanislaus LAFCO  
**FINAL BUDGET - FISCAL YEAR 2017-2018**

| Account   | FY 16-17<br>Legal<br>Budget | FY 16-17<br>Estimated<br>Year-End | FY 17-18<br>FINAL<br>BUDGET | Increase or<br>(Decrease) | %<br>Change |
|---|-----------------------------|-----------------------------------|-----------------------------|---------------------------|-------------|
| <b>Salaries and Benefits</b>                    |                             |                                   |                             |                           |             |
| 50000+ Salaries and wages                       | \$ 210,931                  | \$ 210,931                        | \$ 231,200                  | \$ 20,269                 | 10%         |
| 52000 Retirement                                | 53,350                      | 49,500                            | 61,360                      | 8,010                     | 15%         |
| 52010 FICA                                      | 18,483                      | 16,375                            | 18,310                      | (173)                     | -1%         |
| 52020 Deferred comp - part-time                 | -                           | (3)                               | -                           | -                         | -           |
| 53000 Group health insurance                    | 39,731                      | 41,500                            | 53,195                      | 13,464                    | 34%         |
| 53009 OPEB health insurance liability           | 2,627                       | 2,627                             | 2,735                       | 108                       | 4%          |
| 53020 Unemployment insurance                    | 225                         | 90                                | 300                         | 75                        | 33%         |
| 53051 Benefits admin fee                        | 190                         | 175                               | 190                         | -                         | 0%          |
| 53081 Long term disability                      | 325                         | 325                               | 360                         | 35                        | 11%         |
| 54000 Workers compensation insurance            | 920                         | 924                               | 1,045                       | 125                       | 14%         |
| 55000 Auto allowance                            | 2,400                       | 2,400                             | 2,400                       | -                         | 0%          |
| 55080 Professional development                  | -                           | 2,200                             | 2,200                       | 2,200                     | nb          |
| 55130 Deferred comp mgmt/conf                   | 3,200                       | 3,050                             | 3,235                       | 35                        | 1%          |
| 55130 Cafeteria plan hlth cashout               | -                           | 1,200                             | -                           | -                         | nb          |
| <b>Total Salaries and Benefits</b>              | <b>\$ 332,382</b>           | <b>\$ 331,294</b>                 | <b>\$ 376,530</b>           | <b>\$ 44,148</b>          | <b>13%</b>  |
| <b>Services and Supplies</b>                    |                             |                                   |                             |                           |             |
| 60400 Communications (SBT - Telecom)            | \$ 1,055                    | \$ 1,055                          | \$ 1,120                    | \$ 65                     | 6%          |
| 61000 Insurance (SDRMA)                         | 2,900                       | 2,809                             | 3,240                       | 340                       | 12%         |
| 61030 Fiduciary liability insurance             | 30                          | 36                                | 40                          | 10                        | 33%         |
| 62200 Memberships (CSDA, CALAFCO)               | 5,290                       | 5,321                             | 5,670                       | 380                       | 7%          |
| 62400 Miscellaneous expense                     | 3,000                       | 2,250                             | 3,000                       | -                         | 0%          |
| 62410 Rebates & refunds                         | -                           | (26)                              | -                           | -                         | nb          |
| 62450 Indirect costs (A87 roll forward)         | (423)                       | (1,847)                           | 2,195                       | 2,618                     | -619%       |
| 62600 Office supplies                           | 1,500                       | 1,500                             | 1,500                       | -                         | 0%          |
| 62730 Postage                                   | 1,200                       | 1,200                             | 1,200                       | -                         | 0%          |
| 62750 Other mail room expense                   | 325                         | 325                               | 400                         | 75                        | 23%         |
| 63000 Professional & special serv               | 10,923                      | 11,708                            | 13,065                      | 2,142                     | 20%         |
| Building maint & supplies                       | 2,340                       | 3,250                             | 3,420                       | 1,080                     | 46%         |
| Office lease                                    | 3,683                       | 3,683                             | 3,950                       | 267                       | 7%          |
| Utilities                                       | 1,440                       | 1,250                             | 1,400                       | (40)                      | -3%         |
| Janitorial                                      | 460                         | 550                               | 575                         | 115                       | 25%         |
| Purchasing                                      | 325                         | 175                               | 275                         | (50)                      | -15%        |
| CEO/Risk Mgt overhead                           | 2,675                       | 2,800                             | 3,445                       | 770                       | 29%         |
| 63090 Auditing & accounting                     | 2,048                       | 2,120                             | 2,765                       | 717                       | 35%         |
| 63400 Engineering services                      | 2,000                       | 2,000                             | 2,000                       | -                         | 0%          |
| 63640 Legal services                            | 16,000                      | 12,000                            | 16,000                      | -                         | 0%          |
| 63990 Outside data proc services (IT & GIS Lic) | 6,600                       | 6,500                             | 8,900                       | 2,300                     | 35%         |
| IT Services                                     | 5,400                       | 5,300                             | 5,500                       | 100                       | 2%          |
| New Video Streaming                             |                             | prev billed from #62400           | 1,000                       | 1,000                     | nb          |
| New Mtg Recording (Final Cut Media)             |                             | prev billed from #62400           | 1,200                       | 1,200                     | nb          |
| GIS License                                     | 1,200                       | 1,200                             | 1,200                       | -                         | 0%          |
| 65000 Publications & legal notices              | 800                         | 750                               | 800                         | -                         | 0%          |
| 65660 Special dept expense (Biennial Audit)     | 12,000                      | 8,000                             | -                           | (12,000)                  | -           |
| 65780 Education & training                      | 5,200                       | 5,200                             | 5,500                       | 300                       | 6%          |
| 65810 Other supportive services (messenger)     | 250                         | 200                               | 230                         | (20)                      | -8%         |
| 65890 Commission expense (stipends, training)   | 6,100                       | 3,600                             | 6,100                       | -                         | 0%          |
| 67040 Other travel expenses (mileage)           | 500                         | 400                               | 500                         | -                         | 0%          |
| 67201 Salvage disposal                          | 75                          | 115                               | 120                         | 45                        | 60%         |
| <b>Total Services and Supplies</b>              | <b>\$ 77,373</b>            | <b>\$ 65,216</b>                  | <b>\$ 74,345</b>            | <b>\$ (3,029)</b>         | <b>-4%</b>  |
| <b>Other Charges</b>                            |                             |                                   |                             |                           |             |
| 73024 Planning dept services                    | \$ 2,750                    | \$ 2,000                          | \$ 2,500                    | \$ (250)                  | -9%         |
| <b>Total Other Charges</b>                      | <b>\$ 2,750</b>             | <b>\$ 2,000</b>                   | <b>\$ 2,500</b>             | <b>\$ (250)</b>           | <b>-9%</b>  |
| <b>TOTAL EXPENSES</b>                           | <b>\$ 412,505</b>           | <b>\$ 398,510</b>                 | <b>\$ 453,375</b>           | <b>\$ 40,870</b>          | <b>10%</b>  |
| <b>TOTAL REVENUES</b>                           |                             |                                   |                             |                           |             |
| 40680+ Agency Contributions                     | 330,936                     | 330,936                           | 394,375                     | 63,439                    | 19%         |
| 36414 Application & Other Revenues              | 6,000                       | 30,051                            | 9,000                       | 3,000                     | 50%         |
| 17000 Interest Earnings                         | -                           | 2,661                             | -                           | -                         | -           |
| Undesignated Fund Balance (Est.)                | \$ 75,569                   |                                   | \$ 50,000                   | \$ (25,569)               | -34%        |

Stanislaus LAFCO  
FINAL BUDGET - FISCAL YEAR 2017-2018  
Reserve Funds & Undesignated Fund Balance

|  |           |                |
|--|-----------|----------------|
| Estimated Fund Balance June 30, 2017           | \$        | 305,229        |
| <i>General Reserve Fund (15%)</i>              |           | (68,100)       |
| <i>Long-Term Liability Reserve</i>             |           | (25,000)       |
| <i>Accrued Leave Fund (Cash-Out Liability)</i> |           | (82,700)       |
| <b>Undesignated Fund Balance (Est.)</b>        | <b>\$</b> | <b>129,429</b> |

*The Stanislaus Local Agency Formation Commission  
(LAFCO) invites you to attend a...*

# LAFCO 101 Workshop

## **Understanding LAFCO's Role and Processes**



WHEN: Wednesday,  
June 28, 2017  
6:00 P.M.  
(At the regular  
LAFCO meeting.)

WHERE: Joint Chambers -  
Basement Level  
Tenth Street Place  
1010 Tenth Street,  
Modesto, CA



*RSVP and Questions may be  
directed to LAFCO Staff:  
Phone: 209-525-7660  
E-mail: [lafco@stancounty.com](mailto:lafco@stancounty.com)  
[www.stanislauslafco.org](http://www.stanislauslafco.org)*



The Stanislaus Local Agency Formation Commission (LAFCO) will host a workshop for those interested in gaining an understanding of LAFCO and its role.

LAFCOs are responsible for coordinating logical and timely changes in local governmental boundaries, conducting special studies that review ways to reorganize, simplify, and streamline governmental structure and preparing a sphere of influence for each city and special district within each county.

The Commission's efforts are directed toward seeing that services are provided efficiently and economically while agricultural and open-space lands are protected. To better inform itself and the community as it seeks to exercise its charge, each LAFCO must also conduct service reviews to evaluate the provision of municipal services within each county.

***This workshop is intended to provide general information on the history, mission, polices and powers of the Stanislaus Local Agency Formation Commission (LAFCO).***

Staff will present the information to the Commission and attendees. The workshop will also be streamed live at [www.stancounty.com/sclive](http://www.stancounty.com/sclive) and will be available for on-demand viewing at [www.stanislauslafco.org](http://www.stanislauslafco.org) shortly thereafter.

