



1125 16th Street, Suite 202, Arcata, CA 95521
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www.humboldtlafo.org

DATE: April 8, 2019
TO: Humboldt County Administrative Officer
City Managers
Independent Special District Managers
FROM: Colette Metz, Executive Officer
SUBJECT: Proposed LAFCo Budget for Fiscal Year 2019-20

Humboldt LAFCo is responsible under State law to annually adopt a proposed budget by May 1st and a final budget by June 15th, and to circulate the proposed and final budgets to member agencies. LAFCo is principally funded in equal thirds by the county, cities, and independent special districts, with the County Auditor-Controller allocating the proportionate costs. Government Code Section 56381 describes the LAFCo budget adoption process in more detail.

The proposed budget for fiscal year 2019-20, as adopted by the Commission on March 20, 2019, is enclosed. The Commission's operating expenses for fiscal year 2019-20 accommodate the following activities:

- Discretionary adjustments in services and supply accounts.
- Application processing activities for changes of organization and reorganization proposals that come before LAFCo.
- Anticipated staffing services to conduct scheduled municipal service reviews and sphere of influence updates.

The Commission is proposing a 3.5 percent increase in member contributions, from \$122,055 to \$126,300. This would be apportioned to the seven cities, 48 independent special districts, and the County.

The Commission will consider adopting its final budget at a public hearing on May 15, 2019 at 9:00 a.m. in the Board of Supervisors Chamber, Humboldt County Courthouse, Eureka.

LAFCo requests comments on the proposed budget by May 3, 2019. Comments may be mailed to 1125 16th Street, Suite 202, Arcata, CA 95521, or e-mailed to colettem@humboldtlafo.org. Please contact LAFCo staff at 445-7508 if you have any questions.

cc: Karen Paz Dominguez, County Auditor-Controller

Humboldt LAFCo Operating Budget

Revenues:		FY 2018-19		FY 2019-20	
<u>Account</u>	<u>Revenue Category</u>	ADOPTED	8 MONTH ACTUAL	PROPOSED	
671181	Cities	\$40,685	\$40,685	\$42,100	
671182	Special Districts	\$40,685	\$39,747	\$42,100	
671183	County	\$40,685	\$40,685	\$42,100	
Agency Cost Share Total		\$122,055	\$121,117	\$126,300	3.5% increase
631100	Professional Services	\$30,000	\$63,736	\$55,000	
	Application Fees	-	-	\$55,000	
401000	Interest	\$800	\$618	\$1,310	
REVENUE SUBTOTAL		\$152,855	\$185,471	\$182,610	

Operating Expenses:		FY 2018-19		FY 2019-20	
<u>Account</u>	<u>Expense Category</u>	ADOPTED	8 MONTH ACTUAL	PROPOSED	
2106	Communications	\$160	\$104	\$160	
2107*	Duplicating	\$300	\$137	-	
2110	Insurance	\$2,200	\$2,375	\$2,500	
2115	Memberships	\$4,100	\$4,182	\$4,750	
2116*	Postage	\$100	\$0	-	
2117	Office Supplies	\$0	\$0	\$600	
	Printing/Copies	-	-	\$300	Previous 2107
	Postage	-	-	\$300	Previous 2116
	Supplies	-	-	\$0	
2118	Professional & Special Services	\$134,000	\$129,287	\$160,900	
	Legal Services	-	-	\$5,000	Previous 2255
	Basic Services-EO/Clerk	\$55,000	\$31,714	\$55,000	
	MSRs/SOIs	\$49,000	\$42,124	\$45,000	
	Application Processing	\$30,000	\$55,449	\$55,000	
	Website Services	-	-	\$200	Previous 2147
	Meeting Exp/Stipends	-	-	\$700	Previous 2123
2119	Publications & Legal Notices	\$1,000	\$809	\$1,500	
2121	Rents & Leases - Structures	\$5,400	\$3,600	\$5,400	
2123	Special Departmental Expense	\$700	\$360	\$2,500	
	Conference Registration/Training	-	-	\$2,500	Previous 2614
2125	Transportation & Travel	\$800	\$404	\$4,300	
	Mileage/Travel (In-County)	-	-	\$800	
	Mileage/Travel (Out-of-County)	-	-	\$3,500	Previous 2225
2147*	Media	\$200	\$121	-	
2225*	Transportation Out of County	\$6,200	\$1,304	-	
2255*	Legal Fees	\$5,000	\$1,851	-	
2614*	Staff Development & Training	\$2,600	\$1,090	-	
EXPENSE SUBTOTAL		\$ 162,760.00	\$ 145,624.14	\$ 182,610.00	

Operating Difference \$ (9,905.00) \$ 39,846.86 \$ -
(Negative Balance Indicates Use of Reserves)

Unreserved/Unrestricted Fund Balance		FY 2018-19
Beginning		\$ 49,957.32
Ending		

*Accounts to be closed