

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

AGENDA OF JANUARY 25, 2023

REGULAR MEETING

TO: John Hidahl, Chair, and
Members of the El Dorado County Local Agency Formation
Commission

FROM: Shiva Frentzen, Executive Officer

AGENDA ITEM #3: Receive and File the Mid-Year Budget Projection for FY22-23

Recommendation and Discussion

Staff recommends the Commission receive and file the mid-year budget projection for FY22-23.

Attachment A:

This document shows the Fund Balance Projection for Fiscal Year 22-23 based on the actual revenues and expenditures as of January 9, 2023. The total Fund Balance is projected to be \$60,000.

The majority of the revenues and expenditures for the Fiscal Year 22-23 are within the budget.

- Lines 6020 and 6050 – Accounting Services and Payroll Processing Expenses are the only area of concern for the expenditures and corrective actions are being taken to better control these expenses.
- Line 6000 – Information Services (-\$10,000) are expected to be lower than what was originally estimated in the budget based on the needs and the internal staff expertise.
- Line 6501 – MSR Outsourcing (-\$50,000) was originally allocated for the past due Small Road CSD MSRs (The Third Cycle MSRs) in the FY22-23 budget. The changes to the Sphere of Influence section of the Policies and Guidelines along with the Small Road CSD MSR Analysis Report (approved by the Commission at the December 7, 2022 meeting) has satisfied the need for this item. Outsourcing for this item is no longer needed.

The \$5,118.75 expense for Professional Services (line 6503) is for the Municipal Resource Group for outsourcing the EO recruitment which was approved and allocated in the FY21-22 budget.

The \$2,800 expense for MSR Outsourcing (line 6501) is for Planwest Partners for outsourcing the MSRs for the City of Placerville, City of South Lake Tahoe, and Cameron Park Community Services District which was approved and allocated in the FY21-22 budget.

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Profit & Loss Budget vs. Actual
July 2022 through June 2023

	Jul '22 - Jun 23	Budget	Projection	Projected Fund Balance	\$ Over Budget	% of Budget
Ordinary Income/Expense						
Income						
4000 · Fees	-1,842.62	15,000.00	15,000.00		-16,842.62	-12.28%
4100 · Fund Balance from Previous Year	92,598.00	92,598.00	92,598.00		0.00	100.0%
4120 · Revenue - Agency Payments	506,123.00	506,123.00	506,123.00		0.00	100.0%
4700 · Revenue Interest	4.01	500.00	500.00		-495.99	0.8%
Total Income	596,882.39	614,221.00	614,221.00		-17,338.61	97.18%
Expense						
6710 · Utilities	1,150.86	2,040.00	2,040.00		-889.14	56.42%
5100 · Salaries and benefits						
6800 · Accrued Leave	7,778.02	28,557.00	28,557.00		-20,778.98	27.24%
5311 · Employee Assistance	35.14	385.00	385.00		-349.86	9.13%
5420 · Payroll Tax - SUI/ETT	140.89	1,300.00	1,300.00		-1,159.11	10.84%
5400 · Payroll Tax - Medicare	1,628.09	3,207.00	3,207.00		-1,578.91	50.77%
5440 · Employee Disability Ins	27.68	1,172.00	1,172.00		-1,144.32	2.36%
5350 · In-Lieu Health Insurance	2,423.12					
5340 · Retirement - CALPERS	15,908.26	44,328.00	44,328.00		-28,419.74	35.89%
5320 · Health Insurance Employer	12,587.40	32,371.00	32,371.00		-19,783.60	38.89%
5310 · Flex Benefits	0.00	6,000.00	6,000.00		-6,000.00	0.0%
5230 · Employee Wage - Overtime	0.00	524.00	524.00		-524.00	0.0%
5200 · Employees Wage - Regular	113,005.68	286,144.00	286,144.00		-173,138.32	39.49%
5100 · Salaries and benefits - Other	4,267.23					
Total 5100 · Salaries and benefits	157,801.51	403,988.00	403,988.00		-246,186.49	39.06%
5450 · Workers Comp Insurance	313.11	1,725.00	1,725.00		-1,411.89	18.15%
5460 · Gen. Liability Insurance	6,285.48	26,530.00	26,530.00		-20,244.52	23.69%
6000 · Information Services	6,570.00	23,760.00	13,760.00	10,000.00	-17,190.00	27.65%
6010 · Environmental Doc Filing Fee	50.00	625.00	625.00		-575.00	8.0%
6020 · Accounting Services	6,657.15	7,188.00	7,188.00		-530.85	92.62%
6030 · Annual Audit	350.00	8,450.00	8,450.00		-8,100.00	4.14%
6040 · Cell & Telephone Services	1,640.34	3,840.00	3,840.00		-2,199.66	42.72%
6050 · Copies	199.54	480.00	480.00		-280.46	41.57%
6060 · GIS Maps	0.00	180.00	180.00		-180.00	0.0%

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	Jul '22 - Jun 23	Budget	Projection	Projected Fund Balance	\$ Over Budget	% of Budget
6070 · Lease Payment - Building	10,280.96	24,527.00	24,527.00		-14,246.04	41.92%
6080 · Legal Notices	77.00	726.00	726.00		-649.00	10.61%
6090 · Legal Services	14,592.10	22,000.00	22,000.00		-7,407.90	66.33%
6100 · Memberships	1,814.00	1,850.00	1,850.00		-36.00	98.05%
6105 · Memberships - CALAFCO	1,928.52	3,677.00	3,677.00		-1,748.48	52.45%
6210 · Office Expense	825.64	1,485.00	1,485.00		-659.36	55.6%
6300 · Operating Contingency	350.00	14,567.00	14,567.00		-14,217.00	2.4%
6400 · Postage	149.50	800.00	800.00		-650.50	18.69%
6500 · Professional Services						
6503 · Professional Services - Other	5,118.75					
6501 · MSR Outsourcing	2,800.00	50,000.00	0.00	50,000.00	-47,200.00	5.6%
Total 6500 · Professional Services	7,918.75	50,000.00	0.00		-42,081.25	15.84%
6600 · Publications	0.00	387.00	387.00		-387.00	0.0%
6705 · Rents/Leases-Equipment	1,177.04	2,136.00	2,136.00		-958.96	55.11%
6750 · Staff Development	5,235.13	9,000.00	9,000.00		-3,764.87	58.17%
6770 · Transportation	2,380.25	4,260.00	4,260.00		-1,879.75	55.87%
6560 · Payroll Processing Expenses	3,829.96					
Total Expense	231,576.84	614,221.00	554,221.00		-382,644.16	37.7%
Net Ordinary Income	365,305.55	0.00	60,000.00		365,305.55	100.0%
Net Income	365,305.55	0.00	60,000.00	60,000.00	365,305.55	100.0%