

RESOLUTION NO. 2022-08

**RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION
OF SOLANO COUNTY ADOPTING A FINAL BUDGET AND WORKPLAN
FISCAL YEAR 2022-2023**

WHEREAS, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000(CKH) section 56000 et seq. of the California Government Code (GC) requires the Local Agency Formation Commission (LAFCO or Commission) of Solano County to perform planning duties by encouraging the orderly development and coordination of local agencies; and,

WHEREAS, the Commission is required to adopt annually final budgets by June 15; and,

WHEREAS, staff consulted with the ad hoc group on April 21, 2022 to help inform and make decisions regarding the agency's funding requirements; and,

WHEREAS, the Executive Officer prepared a written report and recommendations on a proposed budget and proposed work plan for the fiscal year 2022-23 adopted by the Commission on May 2, 2022, and subsequently circulated for review and comment to all funding agencies; and,

WHEREAS, the Commission has heard and considered all oral and written testimony submitted, including, but not limited to, the final budget, work plan and priorities for 2022-23, and the Executive Officer's report and recommendations presented at a public hearing held on May 2, 2022; and,

WHEREAS, the Commission determined the proposed budget projects the staffing and program costs of the Commission as accurately and appropriately as possible; and,

WHEREAS, the Commission voted 5-0 to remove the bi-annual audit from the FY 2022-23 Workplan and extend the bi-annual audit next fiscal year; FY 2023-24; and,

WHEREAS, the Commission's operating budget for FY 2022-23 is \$1,048,788; and,

WHEREAS, the operating budget is approximately \$184,087 or 21% more than the previous fiscal year's operating budget; and,

WHEREAS, expenses for FY 2022-23 are hereby allocated by budget category in the following manner:

Salaries and Employee Benefits	\$ 589,573
Services and Supplies	\$ 415,417
Designated Reserve	\$ 43,798
Total Expenses	\$ 1,048,788

WHEREAS, revenues for FY 2022-23 or the means of financing the LAFCO program will be by monies derived from the following sources of funding:

Anticipated Revenue	\$ 75,000
Anticipated Interest	\$ 3,000
Fund Balance	\$ 75,000
<u>City/County Apportionment</u>	<u>\$ 895,788</u>
Total Revenue	\$ 1,048,788

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that the Local Agency Formation Commission of the County of Solano does approve and adopt the Final Budget as shown in Exhibit A and the Workplan as shown in Exhibit B for the fiscal year 2022-22, attached, and by this reference incorporated herein and does further order and direct the following:

Section 1: The Executive Officer shall transmit the Final Budget to the Auditor and all parties specified in Government Code §56381(a) as promptly as possible.

Section 2: The Auditor shall apportion the budget as specified in Government Code §56381(b) and request payment from each city and the County no later than July 1, 2022, as specified in §56381(c).

Section 3: If a city or the County does not remit its required payment within 60 days, the Auditor is requested to collect an equivalent amount from the property tax or any fee or eligible revenue owed to the city or County as described in §56381(c).

The foregoing resolution was duly passed and adopted by the Local Agency Formation Commission of the County of Solano at a duly noticed public hearing held on June 13, 2022, by the following roll call vote:

AYES: Price, Shopay, Vasquez, Rowlett, Alternate Mashburn (voting as county member)

NOES: none


ABSENT: Spering

ABSTAIN: none



John Vasquez, Chair
Local Agency Formation Commission
County of Solano, State of California

ATTEST:



Jeffrey Lum, Clerk to the Commission

Proposed Budget for Fiscal Year 2022-2023

	Description	2021 ACTUALS	21/22 Adjusted Budget (AB)	21/22 YE Estimate w/EN	FY 22/23 Proposed Budget (PB)	Diff Between PB and 2021 AB: PB-AB	Pct of PB and AB: (PB-AB)/AB	
EXPENSES	1000 SALARIES AND EMPLOYEE BENEFITS							
	0001110 SALARY/WAGES REGULAR	\$341,282	\$357,842	\$337,351	\$ 426,170	\$ 68,328	19%	
	0001120 SALARY/WAGES-EXTRA HELP	\$4,668	\$0	\$0	\$ -	\$ -	#DIV/0!	
	0001210 RETIREMENT-EMPLOYER	\$37,304	\$43,662	\$40,436	\$ 50,452	\$ 6,790	16%	
	0001212 DEFERRED COMP-COUNTY MATC	\$373	\$390	\$368	\$ 520	\$ 130	33%	
	0001220 FICA-EMPLOYER	\$5,663	\$5,189	\$4,910	\$ 6,180	\$ 991	19%	
	0001230 HEALTH INS-EMPLOYER	\$30,908	\$47,181	\$43,737	\$ 66,259	\$ 19,078	40%	
	0001231 VISION CARE INSURANCE	\$393	\$475	\$435	\$ 781	\$ 306	64%	
	0001240 COMPENSATION INSURANCE	-\$208	\$1,909	\$1,837	\$ 1,900	\$ (9)	0%	
	0001241 LT DISABILITY INSURANCE ER	\$1,487	\$1,603	\$1,603	\$ 3,668	\$ 2,063	129%	
	0001250 UNEMPLOYMENT INSURANCE	\$1,064	\$1,302	\$1,302	\$ 1,500	\$ 198	15%	
	0001260 DENTAL INS-EMPLOYER	\$1,952	\$2,796	\$2,602	\$ 3,638	\$ 842	30%	
	0001270 ACCRUED LEAVE CTO PAYOFF	\$22,564	\$21,894	\$39,828	\$ 25,000	\$ 3,106	14%	
	0001290 LIFE INSURANCE-EMPLOYER	\$2,145	\$2,501	\$2,501	\$ 3,507	\$ 1,006	40%	
	TOTAL SALARIES AND EMPLOYEE BENEFITS	\$449,595	\$466,744	\$476,910	\$ 589,573	\$ 102,829	21%	
		2000 SERVICES AND SUPPLIES						
	0002020 COMMUNICATION-TELEPHONE SYST	\$798	\$748	\$748	\$ 1,000	\$ 252	34%	
	0002025 CELLULAR COMMUNICATION SERVI	\$643	\$616	\$0	\$ -	\$ (616)	-100%	
	0002026 CELL PHONE ALLOWANCE	\$1,468	\$2,280	\$2,280	\$ 2,500	\$ 220	10%	
	0002028 TELEPHONE SERVICES	\$3,414	\$3,336	\$4,200	\$ 4,800	\$ 1,464	44%	
	0002051 LIABILITY INSURANCE	\$0	\$7,250	\$7,250	\$ 7,467	\$ 217	3%	
	0002140 MAINTENANCE-BLDGS & IMPROVE	\$423	\$400	\$400	\$ 500	\$ 100	25%	
	0002170 MEMBERSHIPS	\$8,745	\$10,267	\$10,267	\$ 11,550	\$ 1,283	12%	
	0002180 BOOKS & SUBSCRIPTIONS	\$240	\$400	\$400	\$ 400	\$ -	0%	
	0002200 OFFICE EXPENSE	\$2,633	\$3,000	\$4,000	\$ 15,000	\$ 12,000	400%	
	0002202 INT ASSETS COMPUTER RELATE	\$5,865	\$0	\$6,000	\$ 3,000	\$ 3,000	#DIV/0!	
	0002204 COMPUTER RELATED ITEMS-<\$50	\$1,452	\$500	\$500	\$ 1,000	\$ 500	100%	
0002205 POSTAGE	\$480	\$911	\$911	\$ 1,000	\$ 89	10%		
0002216 MAINTENANCE/SERVICE CONTRAC	\$0	\$83	\$0	\$ -	\$ (83)			
0002235 ACCOUNTING & FINANCIAL SERVIC	\$26,808	\$11,629	\$4,000	\$ 29,500	\$ 17,871	154%		
0002239 LEGAL SERVICE	\$714	\$27,050	\$42,000	\$ 40,000	\$ 12,950	48%		
0002245 CONTRACTED SERVICES	\$30,955	\$187,500	\$187,500	\$ 180,000	\$ (7,500)	-4%		
0002250 OTHER PROFESSIONAL SERVICES	\$27,572	\$30,755	\$25,000	\$ 33,500	\$ 2,745	9%		
0002253 CREDIT CARD PROCESSING FEES	\$28	\$0	\$0	\$ -	\$ -			
0002266 CENTRAL DATA PROCESSING SVC	\$12,077	\$39,703	\$20,000	\$ 23,100	\$ (16,603)	-42%		
0002270 SOFTWARE	\$0	\$900	\$1,000	\$ -	\$ (900)	-100%		
0002271 SOFTWARE RENTAL / SUBSCRIPTIO	\$1,341	\$947	\$1,000	\$ 3,000	\$ 2,053	217%		
0002280 PUBLICATIONS AND LEGAL NOTICE	\$579	\$2,000	\$2,000	\$ 1,500	\$ (500)	-25%		
0002285 RENTS & LEASES - EQUIPMENT	\$7,857	\$7,483	\$8,000	\$ 8,400	\$ 917	12%		
0002295 RENTS & LEASES-BUILDINGS/IMPR	\$17,128	\$19,034	\$19,034	\$ 25,000	\$ 5,966	31%		
0002310 EDUCATION & TRAINING	\$50	\$2,000	\$2,000	\$ 1,000	\$ (1,000)	-50%		
0002335 TRAVEL EXPENSE	\$0	\$10,000	\$4,000	\$ 12,000	\$ 2,000	20%		
0002339 MANAGEMENT BUSINESS EXPENS	\$934	\$963	\$1,000	\$ 2,000	\$ 1,037	108%		
0002354 CAR ALLOWANCE	\$7,830	\$7,200	\$8,000	\$ 7,200	\$ -	0%		
0002355 PERSONAL MILEAGE	\$0	\$1,000	\$250	\$ 1,000	\$ -	0%		
TOTAL SERVICES AND SUPPLIES	\$160,035	\$377,957	\$361,740	\$ 415,417	\$ 37,460	10%		
	3000 OTHER CHARGES							
0003696 OTHER CHARGES	\$232	\$0	\$0	\$ -	\$ -	#DIV/0!		
	OTHER EXPENSES							
0000730 20% RESERVE POLICY ADJ	\$21,233	\$0	\$0	\$ 43,798	\$ 43,798	#DIV/0!		
TOTAL TOTAL EXPENSES	\$631,095	\$864,701	\$838,649	\$ 1,048,788	\$ 184,087	21%		
REVENUES	9200 LICENSES, PERMITS & FRANCHISE							
	0009225 LICENSES, PERMITS & FRANCHISE	\$49,000	\$20,000	\$75,000	\$ 75,000	\$ 55,000	275%	
	9400 REVENUE FROM USE OF MONEY/PROP							
	0009401 REVENUE FROM USE OF MONEY/PR	\$6,239	\$3,000	\$3,000	\$ 3,000	\$ -	0%	
	9500 INTERGOVERNMENTAL REVENUES							
	0009511 INTERGOVERNMENTAL REVENUE	\$711,739	\$711,401	\$711,404	\$ 895,788	\$ 184,387	26%	
	OTHER REVENUE							
740 FUND BALANCE FROM PY	\$82,494	\$40,953	\$49,245	\$ 75,000	\$ 34,047	83%		
TOTAL TOTAL REVENUES	\$849,472	\$775,354	\$838,732	\$ 1,048,788	\$ 273,434	35%		
SUMMARY	Expenses							
	1000		\$466,744	\$476,910	\$ 589,573	\$ 102,829	21%	
	2000		\$377,957	\$361,740	\$ 415,417	\$ 37,460	10%	
	3000		\$0	\$0	\$ -	\$ -	#DIV/0!	
	Reserve Adjustment		\$0	\$0	\$ 43,798	\$ 43,798	#DIV/0!	
	TOTAL EXPENDITURES		\$864,701	\$838,649	\$ 1,048,788	\$ 184,087	21%	
	Revenues							
	9200		\$20,000	\$75,000	\$ 75,000	\$ 55,000	275%	
	9400		\$3,000	\$3,000	\$ 3,000	\$ -	0%	
	9500		\$711,401	\$711,401	\$ 895,788	\$ 184,387	26%	
Fund Balance Appropriation		\$40,953	\$49,248	\$ 75,000	\$ 34,047	83%		
Encumbrance Roll-over		\$89,346	\$0	\$ -	\$ (89,346)	-100%		
TOTAL REVENUES		\$864,700	\$838,649	\$ 1,048,788	\$ 184,088	21%		

2022-23 Revised Final Workplan

#	Task/Project	Priority	Category	Comments
1	Fire Services	High	C/P	Con't. working with the applicant, districts, stakeholders, and Fire Ad Hoc Committee in analyzing the proposed reorganization.
2	Municipal Service Review (MSR)/Sphere of Influence (SOI) Updates	High	P/L	<i>City of Dixon</i> (c 2014) <i>City of Vacaville</i> (c 2017) (PY funds) <i>Solano Irrigation District</i> (c 2014)
3	SOI Updates	High	C/P	Rural North Vacaville Water District Suisun City Fire Protection Districts Adopt remaining SOI for RDs with boundary issues.
4	Reorganizations	High	P	<i>Fire Districts</i> <i>Fairfield:</i> <ul style="list-style-type: none"> • Sunset Townhomes Sunset Ave/ East Tabor Ave • DeNova Pittman Road • Property on Sunset Ave /Railroad Ave <i>Benicia:</i> <ul style="list-style-type: none"> • Benicia Road /Columbus Pkwy (Island Annexation) • Goodyear Road – 'Compost Site' <i>Vacaville:</i> Nut Tree Airport vicinity (Island Annexation) <i>Dixon:</i> <ul style="list-style-type: none"> • East Central Dixon • Lombardo Property
5	Boundary and Sphere of Influence (SOI) Mapping/Reconciliation	Medium	L	Verify, correct, and map Cemetery District boundaries and SOIs. Con't work with County GIS to update and correct boundary layers.
6	Human Resource	High	A/C	Hire an Office/Administrative person, and replacement staff.
7	Outreach	High	C	Ongoing outreach to local agencies, cities, county, developers, and the public: <ul style="list-style-type: none"> • <i>Ag Innovation Group: Assist and participate in the creation and kick-off of the Ag Innovations Collaboration group.</i> • <i>Solano Economic Development Corporation</i> • <i>Planning Directors Meeting</i> • <i>CALAFCO – Bay Area EO Group</i> Improve outreach by improving website design by changing vendors.

A: Administrative; C: Commission Directives; L: Legislative; P: Projects

8	Independent Special District Member Representative for Oversight Board	High	L	Run election within Special Districts to fill vacant seat on Solano Consolidation Oversight Board
9	Fees Update	Medium	A/C	Update application charge out rates to reflect the Commission's current costs for processing projects.
10	Website Improvement	Medium	L/A	Address ADA compliance, improve usability, and usefulness.
11	Island Campaign	Low	C	Develop island annexation campaign with Resource Management and the Cities.

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