

RESOLUTION NO. 1321

**RESOLUTION OF THE  
SAN MATEO LOCAL AGENCY FORMATION COMMISSION  
APPROVING THE FINAL  
2024-2025 FISCAL YEAR BUDGET AND WORKPLAN**

**RESOLVED**, by the Local Agency Formation Commission of the County of San Mateo, State of California that:

**WHEREAS**, Section 56381 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 provides that the LAFCo Commission shall adopt a "Proposed" and "Final" budget; and

**WHEREAS**, Section 56381 provides that a Final budget be adopted by the Commission by June 15; and

**WHEREAS**, the Final Budget was circulated to the County, the cities and independent special districts for review and no comments were received; and

**WHEREAS**, the Commission has considered the Final Budget and Workplan at a noticed public hearing and received public comment on May 15, 2024; and

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the San Mateo Local Agency Formation Commission hereby adopts the Final Budget of \$891,018 as shown in Exhibit A and directs the Executive Officer to distribute it to the County, cities and independent special districts and forward a copy to the County Controller's Office for apportionment.

Regularly passed and adopted this 15 day of May.

Ayes and in favor of said resolution:

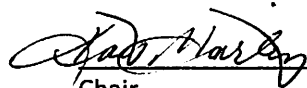
Commissioners: Tygarjas Bigstycck  
Virginia Chang-Kiraly  
Ann Draper  
Ray Mueller  
Harvey Rarback  
Warren Slocum  
Kati Martin

Noes and against said resolution:

Commissioner(s): None

Absent and/or Abstentions:

Commissioner(s): \_\_\_\_\_

  
 \_\_\_\_\_  
 Chair  
 Local Agency Formation Commission  
 County of San Mateo  
 State of California

ATTEST:

Rob Bartoli  
 \_\_\_\_\_  
 Rob Bartoli  
 Executive Officer  
 Local Agency Formation Commission

Date: 5/15/2024

I certify that this is a true and correct copy of the resolution above set forth.

\_\_\_\_\_  
 Clerk to the Commission  
 Local Agency Formation Commission

Date: \_\_\_\_\_

| LAFCo       | Final FY 24-25 Budget   | Final Actuals FY 22-23 | Adopted FY 23-24 | Estimated Actuals FY 23-24 | Final Proposed FY 24-25 |
|-------------|---|------------------------|------------------|----------------------------|-------------------------|
|             | <b>Expenditures</b>   |                        |                  |                            |                         |
| 4111        | Salary & Benefits Executive Officer                             | 247,480                | 261,732          | 261,732                    | 302,626                 |
| 4111        | Salary & Benefits Management Analyst                            | 179,094                | 188,199          | 141,150                    | 184,353                 |
| 4141        | Admin. Leave Cash Out   | 1,202                  | 5,790            | 0                          | 5,800                   |
| 4161        | Commissioner Compensation                                       | 4,794                  | 5,000            | 4,800                      | 5,000                   |
| 4628        | Wellness Dividend   | 500                    | 500              | 250                        | 500                     |
| 4512        | Workers Compensation Experience                                 | 282                    | 294              | 294                        | 435                     |
| <b>4000</b> | <b>SALARIES &amp; BENEFITS SUBTOTAL</b>                         | <b>433,352</b>         | <b>461,515</b>   | <b>408,226</b>             | <b>498,714</b>          |
| 5132        | Internet/Communications   | 1,330                  | 1,200            | 1,300                      | 100                     |
| 5184        | Refund for application  | 0                      | 0                | 2,028                      | 0                       |
| 5191        | Outside Printing (other special printing)                       | 0                      | 1,000            | 0                          | 1,000                   |
| 5193        | General Office Supplies   | 756                    | 550              | 550                        | 550                     |
| 5196        | Photocopy - in-house copier                                     | 500                    | 550              | 550                        | 550                     |
| 5197        | Postage & Mailing Service                                       | 198                    | 1,000            | 400                        | 1,000                   |
| 5211        | Computer Supplies   | 0                      | 500              | 0                          | 500                     |
| 5212        | Computer Equipment under \$5,000                                | 0                      | 0                | 0                          | 7,000                   |
| 5215        | Software License  | 594                    | 700              | 1,000                      | 1,000                   |
| 5218        | Corovan Records Storage   | 271                    | 700              | 350                        | 700                     |
| 5234        | Office Furniture/Equipment                                      | 815                    | 0                | 0                          | 7,500                   |
| 5331        | Memberships (CALAFCO/CSDA)                                      | 12,921                 | 16,000           | 13,936                     | 16,000                  |
| 5341        | Legal Advertising   | 1,958                  | 2,000            | 9,000                      | 2,500                   |
| 5712        | Mileage Allowance   | 1,399                  | 250              | 200                        | 1,000                   |
| 5721        | Meetings & Conferences  | 5,362                  | 11,000           | 8,500                      | 19,000                  |
| 5733        | Training  | 0                      | 250              | 0                          | 250                     |
| 5443        | Signage   | 1,024                  | 0                | 82                         | 200                     |
| 5814        | Fiscal Office Specialist  | 1,676                  | 1,676            | 1,676                      | 1,840                   |
| 5838        | .5 FTE LAFCo Clerk  | 59,585                 | 66,055           | 49,500                     | 61,881                  |
| 5842        | Outside Auditing Services                                       | 6,335                  | 9,800            | 9,800                      | 9,800                   |
| 5848        | Graphics  | 0                      | 1,500            | 0                          | 1,500                   |
| 5856        | Consulting  | 1,692                  | 100,000          | 1,692                      | 0                       |
| 5858        | Other Professional Contract Services<br>(Recording of Meetings) | 260                    | 4,000            | 2,500                      | 4,200                   |
| 5861        | DPW/GIS Mapping   | 4,612                  | 4,000            | 4,000                      | 4,000                   |
| 5866        | Fingerprinting new employee                                     | 0                      | 0                | 50                         | 50                      |
| 5872        | Controller Admin  | 7,177                  | 8,000            | 8,000                      | 8,500                   |

| LAFCo       | Final FY 24-25 Budget                         | Final Actuals FY 22-23 | Adopted FY 23-24 | Estimated Actuals FY 23-24 | Final Proposed FY 24-25 |
|-------------|---|------------------------|------------------|----------------------------|-------------------------|
|             | <b>Expenditures</b>                           |                        |                  |                            |                         |
| 5969        | Other special dept expense                    | 400                    | 0                | 50                         | 100                     |
| <b>5000</b> | <b>SERVICES &amp; SUPPLIES SUBTOTAL</b>       | <b>108,866</b>         | <b>230,731</b>   | <b>115,164</b>             | <b>150,721</b>          |
| 6712        | Telephone                                     | 383                    | 0                | 0                          | 0                       |
| 6713        | ISD (Automation Services)                     | 10,412                 | 8,842            | 8,842                      | 12,000                  |
| 6714        | Rent  | 14,000                 | 16,744           | 16,744                     | 17,059                  |
| 6717        | Motor Pool                                    | 0                      | 78               | 78                         | 78                      |
| 6725        | Gen'l Liability                               | 7,970                  | 9,500            | 8,542                      | 9,600                   |
| 6727        | Bond Insurance                                | 66                     | 70               | 70                         | 72                      |
| 6732        | County Attorney's Office                      | 16,124                 | 40,000           | 80,000                     | 80,000                  |
| 6733        | Human Resources                               | 67                     | 100              | 72                         | 100                     |
| 6738        | Countywide Security                           | 142                    | 150              | 149                        | 180                     |
| 6739        | All Other Charges (Accounting Software)       | 131                    | 100              | 120                        | 320                     |
| 6751        | Card key services                             | 157                    | 200              | 190                        | 250                     |
| 6821        | A 87 Charges/County Cost Allocation           | 15,743                 | 18,000           | 15,100                     | 27,000                  |
| <b>6000</b> | <b>OTHER CHARGES SUBTOTAL</b>                 | <b>65,196</b>          | <b>93,784</b>    | <b>129,907</b>             | <b>146,659</b>          |
|             | <b>Subtotal Appropriations</b>                | <b>607,414</b>         | <b>786,030</b>   | <b>653,297</b>             | <b>796,094</b>          |
| <b>8612</b> | <b>Reserve</b>                                | 0                      | 60,000           | 0                          | 94,924                  |
|             | Special Reserve                               | 0                      | 0                | 0                          | 0                       |
|             | <b>Total Appropriations Budget</b>            | <b>607,414</b>         | <b>846,030</b>   | <b>653,297</b>             | <b>891,018</b>          |
|             | <b>Revenues</b>                               |                        |                  |                            |                         |
| 2421        | Application Fees                              | 29,958                 | 35,000           | 40,000                     | 35,000                  |
| 2600        | Miscellaneous Revenue                         | 5,499                  | 0                | 75                         | 0                       |
| 1521        | Interest                                      | 10,332                 | 200              | 17,000                     | 8,000                   |
|             | <b>Intergov. Rev. (County/City/Dist)</b>      | <b>548,825</b>         | <b>553,122</b>   | <b>553,122</b>             | <b>713,094</b>          |
|             | <b>Total Revenues</b>                         | <b>814,045</b>         | <b>846,029</b>   | <b>750,121</b>             | <b>891,018</b>          |
|             | <b>Fund Balance Offset</b>                    |                        |                  |                            | <b>134,924</b>          |
|             | <b>City/District/County 1/3 Apportionment</b> | <b>182,942</b>         | <b>184,374</b>   | <b>184,374</b>             | <b>237,698</b>          |
|             | <b>Fund Balance</b>                           |                        |                  |                            |                         |
| 3333        | Fund Balance                                  | 219,431                | 257,707          | 134,924                    | 134,924                 |