

SORT ORDER: SUBOBJ within CATEGORY within KEY within DEPTMNT within FUND

SELECT DEPARTMENT: 2930,3450 ; BUDG CATEGORY: 1000-9999

Fund	Fund Description	Dept.	Department Description	Key	Key Description
001	GENERAL FUND	2930	LAFCO	2930	LAFCO

Object	Description	Date	Ref.	Budget	Adjustments	Actual	Encumbrance	Balance	Pct.
Dept Total - Revenue				0.00	0.00	0.00	0.00	0.00	
Dept Total - Expense				0.00	0.00	0.00	0.00	0.00	
						0.00			
Fund Total - Revenue				0.00	0.00	0.00	0.00	0.00	
Fund Total - Expense				0.00	0.00	0.00	0.00	0.00	
						0.00			

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Fund	Fund Description	Dept.	Department Description	Key	Key Description				
345	LAFCO	3450	LAFCO	3450	LAFCO				
Object	Description	Date	Ref.	Budget	Adjustments	Actual	Encumbrance	Balance	Pct.
1000	Salaries and Employee Benefits								
0001110	SALARY/WAGES REGULAR			196,542.00	0.00	38,489.90	0.00	158,052.10	20%
	PeopleSoft Payroll Postin 01/10/14 PSDATA - JE					3,079.19			
	PeopleSoft Payroll Postin 01/24/14 PSDATA - JE					3,079.19			
0001110	SALARY/WAGES REGULAR			196,542.00	0.00	44,648.28	0.00	151,893.72	23%
0001210	RETIREMENT-EMPLOYER			42,240.00	0.00	8,626.20	0.00	33,613.80	20%
	PeopleSoft Payroll Postin 01/10/14 PSDATA - JE					684.72			
	PeopleSoft Payroll Postin 01/24/14 PSDATA - JE					684.72			
0001210	RETIREMENT-EMPLOYER			42,240.00	0.00	9,995.64	0.00	32,244.36	24%
0001212	DEFERRED COMP-COUNTY MATCH			130.00	0.00	62.50	0.00	67.50	48%
	PeopleSoft Payroll Postin 01/10/14 PSDATA - JE					5.00			
	PeopleSoft Payroll Postin 01/24/14 PSDATA - JE					5.00			
0001212	DEFERRED COMP-COUNTY MATCH			130.00	0.00	72.50	0.00	57.50	56%
0001220	FICA-EMPLOYER			12,186.00	0.00	3,300.37	0.00	8,885.63	27%
	PeopleSoft Payroll Postin 01/10/14 PSDATA - JE					265.67			
	PeopleSoft Payroll Postin 01/24/14 PSDATA - JE					265.66			
0001220	FICA-EMPLOYER			12,186.00	0.00	3,831.70	0.00	8,354.30	31%
0001230	HEALTH INS-EMPLOYER			21,645.00	0.00	2,892.13	0.00	18,752.87	13%
	PeopleSoft Payroll Postin 01/10/14 PSDATA - JE					251.49			
	PeopleSoft Payroll Postin 01/24/14 PSDATA - JE					251.49			
0001230	HEALTH INS-EMPLOYER			21,645.00	0.00	3,395.11	0.00	18,249.89	16%
0001231	VISION CARE INSURANCE			341.00	0.00	70.15	0.00	270.85	21%
	PeopleSoft Payroll Postin 01/10/14 PSDATA - JE					6.10			
	PeopleSoft Payroll Postin 01/24/14 PSDATA - JE					6.10			

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345	LAFCO	3450	LAFCO	3450	LAFCO										
0001231	VISION CARE INSURANCE									341.00	0.00	82.35	0.00	258.65	24%
0001240	COMPENSATION INSURANCE									822.00	0.00	649.72	0.00	172.28	79%
0001240	COMPENSATION INSURANCE									822.00	0.00	649.72	0.00	172.28	79%
0001241	LT DISABILITY INSURANCE ER									1,473.00	0.00	242.42	0.00	1,230.58	16%
	PeopleSoft Payroll Postin 01/10/14		PSDATA - JE									21.08			
	PeopleSoft Payroll Postin 01/24/14		PSDATA - JE									21.08			
0001241	LT DISABILITY INSURANCE ER									1,473.00	0.00	284.58	0.00	1,188.42	19%
0001250	UNEMPLOYMENT INSURANCE									798.00	0.00	0.00	0.00	798.00	
	PeopleSoft Payroll Postin 01/10/14		PSDATA - JE									215.31			
	PeopleSoft Payroll Postin 01/24/14		PSDATA - JE									215.31			
0001250	UNEMPLOYMENT INSURANCE									798.00	0.00	430.62	0.00	367.38	54%
0001260	DENTAL INS-EMPLOYER									2,050.00	0.00	644.45	0.00	1,405.55	31%
	PeopleSoft Payroll Postin 01/10/14		PSDATA - JE									52.00			
	PeopleSoft Payroll Postin 01/24/14		PSDATA - JE									52.00			
0001260	DENTAL INS-EMPLOYER									2,050.00	0.00	748.45	0.00	1,301.55	37%
0001270	ACCRUED LEAVE CTO PAYOFF									7,266.00	0.00	0.00	0.00	7,266.00	
0001270	ACCRUED LEAVE CTO PAYOFF									7,266.00	0.00	0.00	0.00	7,266.00	
0001290	LIFE INSURANCE-EMPLOYER									1,176.00	0.00	241.61	0.00	934.39	21%
	PeopleSoft Payroll Postin 01/10/14		PSDATA - JE									21.01			
	PeopleSoft Payroll Postin 01/24/14		PSDATA - JE									21.01			
0001290	LIFE INSURANCE-EMPLOYER									1,176.00	0.00	283.63	0.00	892.37	24%
1000	Salaries and Employee Benefits									286,669.00	0.00	64,422.58	0.00	222,246.42	22%

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345	LAFCO	3450	LAFCO	3450	LAFCO				
Object	Description	Date	Ref.	Budget	Adjustments	Actual	Encumbrance	Balance	Pct.
2000	Services and Supplies								
0002025	CELLULAR COMMUNICATION SERVICE			1,200.00	0.00	50.00	0.00	1,150.00	4%
0002025	CELLULAR COMMUNICATION SERVICE			1,200.00	0.00	50.00	0.00	1,150.00	4%
0002028	TELEPHONE SERVICES			2,200.00	0.00	848.67	0.00	1,351.33	39%
	COMCAST ACCT# 8155 30 030 01/22/14 544183 - OH					156.85			
0002028	TELEPHONE SERVICES			2,200.00	0.00	1,005.52	0.00	1,194.48	46%
0002035	HOUSEHOLD EXPENSE			3,600.00	0.00	124.00	0.00	3,476.00	3%
0002035	HOUSEHOLD EXPENSE			3,600.00	0.00	124.00	0.00	3,476.00	3%
0002051	LIABILITY INSURANCE			3,836.00	0.00	3,926.51	0.00	-90.51	102%
0002051	LIABILITY INSURANCE			3,836.00	0.00	3,926.51	0.00	-90.51	102%
0002120	MAINTENANCE EQUIPMENT			400.00	0.00	0.00	0.00	400.00	
0002120	MAINTENANCE EQUIPMENT			400.00	0.00	0.00	0.00	400.00	
0002170	MEMBERSHIPS			3,822.00	0.00	4,091.00	0.00	-269.00	107%
0002170	MEMBERSHIPS			3,822.00	0.00	4,091.00	0.00	-269.00	107%
0002171	PROFESSIONAL LICENSES & CERT			800.00	0.00	0.00	0.00	800.00	
0002171	PROFESSIONAL LICENSES & CERT			800.00	0.00	0.00	0.00	800.00	
0002180	BOOKS & SUBSCRIPTIONS			400.00	0.00	0.00	0.00	400.00	
0002180	BOOKS & SUBSCRIPTIONS			400.00	0.00	0.00	0.00	400.00	
0002200	OFFICE EXPENSE			4,000.00	0.00	664.37	0.00	3,335.63	17%
	ALHAMBRA & SIER INV# 1087 01/28/14 544920 - OH					8.49			

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Object	Description	Date	Ref.	Budget	Adjustments	Actual	Encumbrance	Balance	Pct.
345	LAFCO	3450	LAFCO	3450	LAFCO				
0002200	OFFICE EXPENSE			4,000.00	0.00	672.86	0.00	3,327.14	17%
0002202	CONTROLLED ASSETS \$1500-\$4999			1,500.00	0.00	0.00	0.00	1,500.00	
0002202	CONTROLLED ASSETS \$1500-\$4999			1,500.00	0.00	0.00	0.00	1,500.00	
0002203	COMPUTER COMPONENTS <\$1,500			500.00	0.00	85.99	0.00	414.01	17%
0002203	COMPUTER COMPONENTS <\$1,500			500.00	0.00	85.99	0.00	414.01	17%
0002205	POSTAGE			1,500.00	0.00	150.39	0.00	1,349.61	10%
0002205	POSTAGE			1,500.00	0.00	150.39	0.00	1,349.61	10%
0002235	ACCOUNTING & FINANCIAL SERVICE			7,315.00	0.00	690.42	0.00	6,624.58	9%
0002235	ACCOUNTING & FINANCIAL SERVICE			7,315.00	0.00	690.42	0.00	6,624.58	9%
0002245	CONTRACTED SERVICES			85,000.00	0.00	0.00	0.00	85,000.00	
0002245	CONTRACTED SERVICES			85,000.00	0.00	0.00	0.00	85,000.00	
0002250	OTHER PROFESSIONAL SERVICES			41,000.00	0.00	60,503.00	17,500.00	-37,003.00	190%
	E MULBERG & ASS INTERIM E	01/07/14	542631 - OH			9,400.00			
	SAUNDERSON, JOH MEETING A	01/07/14	542590 - OH			50.00			
	THOMSON, SKIP MEETING ATT	01/07/14	542591 - OH			50.00			
	VASQUEZ, JOHN M MEETING A	01/07/14	542592 - OH			50.00			
	SPERING, JAMES MEETING AT	01/07/14	542593 - OH			50.00			
	BATCHELOR, JACK MEETING A	01/07/14	542594 - OH			50.00			
	SANCHEZ, PETE MEETING ATT	01/07/14	542595 - OH			50.00			
	RELIANCE STANDA CASE # 9-	01/07/14	542598 - OH			12.00			
	BROWNE, P SCOTT SOLANO-01	01/10/14	543068 - OH			1,750.00			
	RELIANCE STANDA CASE# 9-0	01/10/14	543072 - OH			12.00			
	SOLANO-01 12/15/2013	01/10/14	C0100433 - PP				-1,750.00		
0002250	OTHER PROFESSIONAL SERVICES			41,000.00	0.00	71,977.00	15,750.00	-46,727.00	214%
0002261	SOFTWARE MAINTENANCE & SUPPORT			0.00	0.00	39.96	0.00	-39.96	9999%

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Object	Description	Date	Ref.	Budget	Adjustments	Actual	Encumbrance	Balance	Pct.
0002261	SOFTWARE MAINTENANCE & SUPPORT			0.00	0.00	39.96	0.00	-39.96	9999%
0002266	CENTRAL DATA PROCESSING SVCE			8,520.00	0.00	2,749.78	0.00	5,770.22	32%
	ACS BP07 - FY 2014 (Janua 01/31/14 WA-Z00011 - JE					57.43			
	ACS BP07 - FY 2014 (Janua 01/31/14 WA-Z00011 - JE					20.43			
	ACS BP07 - FY 2014 (Janua 01/31/14 WA-Z00011 - JE					281.86			
	ACS BP07 - FY 2014 (Janua 01/31/14 WA-Z00011 - JE					51.71			
	ACS BP07 - FY 2014 (Janua 01/31/14 WA-Z00011 - JE					170.86			
	ACS BP07 - FY 2014 (Janua 01/31/14 WA-Z00011 - JE					99.86			
	ACS BP07 - FY 2014 (Janua 01/31/14 WA-Z00011 - JE					5.43			
0002266	CENTRAL DATA PROCESSING SVCE			8,520.00	0.00	3,437.36	0.00	5,082.64	40%
0002270	SOFTWARE			500.00	0.00	99.84	0.00	400.16	20%
0002270	SOFTWARE			500.00	0.00	99.84	0.00	400.16	20%
0002280	PUBLICATIONS AND LEGAL NOTICES			1,500.00	0.00	0.00	0.00	1,500.00	
0002280	PUBLICATIONS AND LEGAL NOTICES			1,500.00	0.00	0.00	0.00	1,500.00	
0002285	RENTS & LEASES - EQUIPMENT			7,500.00	0.00	3,264.50	0.00	4,235.50	44%
	RICOH USA INC INV#9143219 01/06/14 542415 - OH					325.89			
	CANON FINANCIAL CUST# 607 01/10/14 543070 - OH					285.00			
	RICOH USA INC #91632097 # 01/30/14 545085 - OH					409.43			
0002285	RENTS & LEASES - EQUIPMENT			7,500.00	0.00	4,284.82	0.00	3,215.18	57%
0002295	RENTS & LEASES-BUILDINGS/IMPR			28,500.00	0.00	13,800.00	20,700.00	-6,000.00	121%
	CHRISTOPHER SWE JAN 2014 01/06/14 542406 - OH					2,300.00			
0002295	RENTS & LEASES-BUILDINGS/IMPR			28,500.00	0.00	16,100.00	20,700.00	-8,300.00	129%
0002310	EDUCATION & TRAINING			1,000.00	0.00	0.00	0.00	1,000.00	
0002310	EDUCATION & TRAINING			1,000.00	0.00	0.00	0.00	1,000.00	
0002311	TUITION REIMBURSEMENT			2,200.00	0.00	745.00	0.00	1,455.00	34%

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345	LAFCO	3450	LAFCO	3450	LAFCO										
0002311	TUITION REIMBURSEMENT									2,200.00	0.00	745.00	0.00	1,455.00	34%
0002335	TRAVEL EXPENSE									2,700.00	0.00	3,136.37	0.00	-436.37	116%
0002335	TRAVEL EXPENSE									2,700.00	0.00	3,136.37	0.00	-436.37	116%
0002339	MANAGEMENT BUSINESS EXPENSE									300.00	0.00	73.23	0.00	226.77	24%
0002339	MANAGEMENT BUSINESS EXPENSE									300.00	0.00	73.23	0.00	226.77	24%
0002355	PERSONAL MILEAGE									1,200.00	0.00	617.44	0.00	582.56	51%
0002355	PERSONAL MILEAGE									1,200.00	0.00	617.44	0.00	582.56	51%
0002360	UTILITIES									2,500.00	0.00	984.12	0.00	1,515.88	39%
	P G & E ACCT# 4141108003-	01/06/14	542398	-	OH							197.96			
	P G & E ACCT# 4141108003-	01/28/14	544903	-	OH							178.11			
0002360	UTILITIES									2,500.00	0.00	1,360.19	0.00	1,139.81	54%
2000	Services and Supplies									213,493.00	0.00	112,667.90	36,450.00	64,375.10	70%
3000	Other Charges														
0003300	JUDGEMENTS AND DAMAGES									30,000.00	0.00	25,000.00	0.00	5,000.00	83%
0003300	JUDGEMENTS AND DAMAGES									30,000.00	0.00	25,000.00	0.00	5,000.00	83%
3000	Other Charges									30,000.00	0.00	25,000.00	0.00	5,000.00	83%
9200	Licenses, Permits & Franchise														
0009229	LICENSES & PERMITS-OTHER									20,000.00	0.00	0.00	0.00	20,000.00	
0009229	LICENSES & PERMITS-OTHER									20,000.00	0.00	0.00	0.00	20,000.00	
9200	Licenses, Permits & Franchise									20,000.00	0.00	0.00	0.00	20,000.00	
9400	Revenue From Use Of Money/Prop														
0009401	INTEREST INCOME									1,500.00	0.00	218.00	0.00	1,282.00	15%
	OCT-DEC 2013 INT APPRTMT	01/01/14	INTAPP2	-	JE							605.99			
	Oct-Dec Q2 13-14 Treas Fe	01/01/14	998229	-	JE							-149.63			

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345	LAFCO	3450	LAFCO	3450	LAFCO				
Object	Description	Date	Ref.	Budget	Adjustments	Actual	Encumbrance	Balance	Pct.
0009401	INTEREST INCOME			1,500.00	0.00	674.36	0.00	825.64	45%
9400	Revenue From Use Of Money/Prop			1,500.00	0.00	674.36	0.00	825.64	45%
9500	Intergovernmental Revenues								
0009511	OTHER GOVERNMENTAL AGENCIES			408,662.00	0.00	362,229.00	0.00	46,433.00	89%
	ACO FF COLLECTNS FY 13/14	01/06/14	180547 - CR			46,432.00			
0009511	OTHER GOVERNMENTAL AGENCIES			408,662.00	0.00	408,661.00	0.00	1.00	100%
9500	Intergovernmental Revenues			408,662.00	0.00	408,661.00	0.00	1.00	100%
Key Total - Revenue				430,162.00	0.00	409,335.36	0.00	20,826.64	95%
Key Total - Expense				530,162.00	0.00	202,090.48	36,450.00	291,621.52	45%
						=====			
						207,244.88			
Dept Total - Revenue				430,162.00	0.00	409,335.36	0.00	20,826.64	95%
Dept Total - Expense				530,162.00	0.00	202,090.48	36,450.00	291,621.52	45%
						=====			
						207,244.88			
Fund Total - Revenue				430,162.00	0.00	409,335.36	0.00	20,826.64	95%
Fund Total - Expense				530,162.00	0.00	202,090.48	36,450.00	291,621.52	45%
						=====			
						207,244.88			



Solano Local Agency Formation Commission

3700 Hilborn Rd. Ste. 600 • Fairfield, California 94534
(707) 439-3897 • FAX: (707) 438-1788

Staff Report

DATE: April 14, 2014
TO: Local Agency Formation Commission
FROM: Elliot Mulberg, Interim Executive Officer
Michelle McIntyre, Analyst
SUBJECT: **MINUTES February 10, 2014**

RECOMMENDATION:

It is recommended the Commission approve the minutes from its February 10, 2014 meeting.

MINUTES OF THE
SOLANO LOCAL AGENCY FORMATION COMMISSION
10:00 A.M. February 10, 2014 BOARD OF SUPERVISORS' CHAMBERS
675 TEXAS STREET, FAIRFIELD, CALIFORNIA

1. CALL TO ORDER

The meeting was called to order at 10:00 am by Chair Saunderson with a salute to the flag.

2. ROLL CALL

Present: Commissioners: Jack Batchelor, Harry Price, Jim Spring, John Vasquez, and John Saunderson. Alternate Commissioners: Nancy Shopay, Skip Thomson, and Pete Sanchez

Staff Present: Elliot Mulberg – Interim Executive Officer, P. Scott Browne – Legal Counsel, and Michelle McIntyre – Analyst

3. CHANGES AND APPROVAL OF THE AGENDA

(Approved)

Commissioner Batchelor moved for approval, second Commissioner Vasquez. (Approved 5-0)

4. PUBLIC COMMENTS

There were no public comments

5. CONSENT ITEMS

(Approved)

- A. The Commission will consider approval of the minutes from its December 9, 2013 meeting.
- B. The Commission will consider approval of the bills for November and December 2013.
- C. The Commission will receive the Executive Officer's Report.
- D. The Commission will receive the Legislative Update.

Commissioner Spering moved for approval, second Commissioner Price (Approved 5-0)

6. OTHER BUSINESS

A. **2014-01 Solano Irrigation District Municipal Service Review Update Draft**

(No Action)

The Commission will review and may provide comments on the circulated draft Municipal Service Review Update for the Solano Irrigation District. The Commission will receive any comments from the public. The comment period will close on Friday February 28, 2014.

Paul Fuchslin – SID Director of Engineering provided clarification on items within the MSR with regard to SID staffing levels and the maintenance and detachment fee.

- B. The Commission will receive the Finance Committee report and **(Approved Res. 14-01)**
 - i. consider the mid-year projection,
 - ii. consider an appropriation transfer, and
 - iii. consider reduced fees for special district municipal service reviews.

Commissioner Spering moved for approval item 6Bi, second Commissioner Price (Approved 5-0)

Commissioner Spering moved for approval of item 6BII including the Appropriation Transfer Resolution 14-01, second Commissioner Price (Approved 5-0 by roll call vote)

Commissioner Spering moved for approval of item 6Biii funding municipal service reviews for special districts, second Commissioner Vasquez (Approved 5-0)

- C. The Commission will receive the status of the Work Plan for fiscal year 2013-2014.

(No Action)

Mr. Mulberg presented the staff report.

- D. The Commission will consider scheduling an evaluation for the Interim Executive Officer and Legal Counsel. **(Approved)**

The Commission directed staff to schedule the evaluation for the Interim Executive Officer for the Commission's April agenda and the Legal Counsel's evaluation for the June agenda.

- E. The Commission will consider rescheduling Commission meetings from Monday mornings. **(Approved)**

The Commission reached a unanimous consensus to change the LAFCO regular meeting time from 10:00am to 1:30pm.

7. COMMISSIONER COMMENTS

There were no Commissioner comments.

8. ADJOURNMENT

The meeting was adjourned at 11:00 am.

Submitted by,

Elliot Mulberg
Interim Executive Officer