

MARIN GENERAL SERVICES AUTHORITY

27 Commercial Blvd., Suite C, Novato, CA 94949

Phone: (415) 883-9100 FAX: (415) 883-9155

MEMORANDUM

DATE: May 11, 2006
TO: Board of Directors
FROM: Martin J. Nichols, Executive Officer
SUBJECT: AGENDA ITEM H1: PROPOSED FY 2006-07 BUDGET

Recommended Action: Receive and consider the proposed fiscal year 2006-07 budget for the Marin General Services Authority and adopt a final budget for FY 2006-07.

Background:

This budget continues the operation of the Marin General Services Authority (MGSA).

The MGSA proposed budget includes financing for the following projects:

1. Streetlight Management.
2. Management of the Taxicab Regulation Program.
3. Obtaining wireless providers to utilize agency streetlights.
4. Transfer of MarinMap to new General Services Authority.
5. Oversight on Energy Issues.
6. JPA Administration

Proposed Budget FY2006-2007:

Expenditures	Final Budget FY 2005-06	Estimated Expenditures	Proposed Budget FY 2006-07	Difference
Insurance	\$ 10,000	\$ 9,398	\$ 10,000	\$ 0
Miscellaneous Expense	0	1,150	0	0
Contract Services	91,800	46,300	194,000	102,200
Legal Expense	20,000	9,750	15,000	(5,000)
Audit/Accounting	10,700	14,050	17,000	6,300
General Contingencies	108,230	3,215	56,000	(52,230)
TOTAL EXPENDITURES	\$240,730	\$83,863	\$292,000	\$ 51,270

Resources	Final Budget FY 2005-06	Estimated Expenditures	Proposed Budget FY 2006-07	Difference
Member Agency Contribution	\$ 0	\$ 0	\$103,500	\$103,500
MarinMap Administration	0	0	5,000	5,000
9201 – Interest	5,300	14,500	5,000	(300)
Taxicab Permit Fees	20,000	0	22,500	2,500
Fund Balance	215,430	0	156,000	(59,430)
TOTAL RESOURCES	\$240,730	\$14,500	\$292,000	\$ 51,270

Discussion:

1. Miscellaneous Expense

For the Taxicab Regulation Program, the following costs are anticipated in the proposed budget:

a) Drug Testing	\$12,500
b) Office Expense	4,500
c) Telephone	1,000

The costs for the Taxicab Program administration are in the contract's budget.

2. Contract Services

a) Bartle Wells (Energy Issues) -	\$ 15,000
b) M. Nichols	
i. JPA Administration -	30,000
ii. MarinMap Administration -	16,000
c) Taxicab Regulation Enforcement officer -	25,000
d) Wireless RFP	
i. Phase I -	68,000
ii. Phase II -	40,000
TOTAL CONTRACTS	\$194,000

Discussion – Resources

1. Member Contributions

The Marin General Services Authority's Joint Powers Agreement provides for funding the agency as follows:

ARTICLE 8: FUNDING OF THE AUTHORITY

8.1 The Board shall adopt annual budgets for the Authority's activities within ninety (90) days of the effective date of this Agreement and by June 1 of each succeeding year. Public funds may not be disbursed by the Authority without adoption of the approved budget and all receipts and disbursements shall be in strict accordance with the approved budget. The budget shall identify the programs of the Authority and allocate funds by the program. The Board shall allocate these costs for each program with the adoption of the annual budgets.

8.2 Members shall contribute funds to the Authority. The contributions of Members shall be based on their participation in the duties specified in Exhibit A. All budget items shall be considered general unless identified as special in Exhibit B. The formula for contributions for general budget items is based on a combination of two pro rata factors designed to develop an equitable and proportional sharing. The formula uses two factors equally: assessed valuation of real property and population in an effort to develop a fair apportionment of costs.

To fund general budget items, each Member shall contribute a sum equal to:

$$\frac{AVM}{PAM} (GB) (.5) + \frac{PM}{PAM} (GB) (.5) = C$$

AVAM

PAM

AVM means the most current Assessed Valuation of Real Property of an individual Member as determined by the County Assessor;

AVAM means the most current Assessed Valuation of Real Property of All Members as determined by the County Assessor;

GB means general budget items;

PM means Population of Member;

PAM means Population of all Members;

C means Contribution of Member.

For the County, the variables shall be based on the unincorporated assessed value of real property and the population in the unincorporated area.

8.3 Special Districts shall only be obligated for those programs related specifically to the administration and operation of street lighting facilities. Special budget items shall be funded by the participating Members as designated in Exhibit B.

EXHIBIT B

FUNDING OF MARIN SPECIAL BUDGET ITEMS

1. Streetlights – Members shall pay the costs of this function in proportion to the number of streetlights owned by the Authority in each member’s jurisdiction.
2. Taxicab – Funded by fees set by the Authority.
3. Abandoned Vehicle Program – Funded by state imposed surcharge on vehicle registration.
4. Technology Services – Funded by user charges paid by participating agencies.
5. MarinMap – Funded by member fees, grants, and special assessments on members. General Services Authority’s administration, accounting, and legal costs will be reimbursed by the MarinMap budget.

Based on these provisions, I recommend the following member cost shares:

a) Streetlights

In the past year, most of our costs have involved the PG&E energy cost dispute and the related legal fees. Going forward, I see little in streetlight related costs for the JPA. For purposes of complying with the JPA requirements, I have estimated a FY 2006-07 streetlight cost of \$5,000.

I am awaiting a breakdown of streetlights, by agency, from Republic Electric and can allocate the \$5,000 to each agency at that time.

b) Taxicabs

The proposed budget plans for the following costs and permit revenues:

Operating costs	\$17,500
Program Administration	<u>25,000</u>
	\$42,500
Projected Revenues	<u>22,500</u>
Net Cost to Members	<u>\$20,000</u>

Our taxicab fee structure only requires payments once every five years, so in future years, the net member cost will increase.

The general budget is based on member contributions of \$103,500 apportioned as follows:

1. Streetlight	\$ 5,000
2. General	<u>98,500</u>
TOTAL	\$103,500

The Community Services Districts do not participate in “general costs.” They are share on an assessed value/population basis:

ASSESED VALUATION SHARES

Member	Assessed Value	Percent of Assessed Value
City of Belvedere	1,169,125,950	0.026746343
Town of Corte Madera	1,764,465,479	0.040366052
Town of Fairfax	870,177,157	0.019907228
City of Larkspur	2,120,593,826	0.048513276
City of Mill Valley	2,999,278,445	0.068615131
City of Novato	6,879,507,307	0.157383951
Town of Ross	1,035,539,355	0.023690254
Town of San Anselmo	1,823,883,278	0.041725366
City of San Rafael	7,831,792,957	0.179169593
City of Sausalito	1,978,482,363	0.045262162
Town of Tiburon	3,015,079,572	0.068976616
County of Marin, Unincorporated	12,223,693,216	0.279644029
TOTAL	43,711,618,905	100.00%

From the assessor’s equalized assessment roll values for the assessment Year July 1, 2005 through June 30, 2006 net taxable values after exemption.

POPULATION SHARES

Member	Dept. of Finance 01/01/06 Population	Percent of Population
City of Belvedere	2163	0.00853699
Town of Corte Madera	9399	0.037096239
Town of Fairfax	7326	0.028914464
City of Larkspur	12,040	0.047519813
City of Mill Valley	13,735	0.054209687
City of Novato	51,130	0.201801332
Town of Ross	2,357	0.009302674
Town of San Anselmo	12,418	0.049011714
City of San Rafael	57,349	0.226346658
City of Sausalito	7,394	0.029182849
Town of Tiburon	8,818	0.034803132
County of Marin, Unincorporated	69,239	0.273274447
TOTAL	253,341	100.00%

Member	Percent of Assessed Value	Average Share of Costs	Percent of Population	Population Share of Costs	Total Costs
City of Belvedere	0.026746343	\$ 1,317.26	0.00853699	420.45	\$ 1,737.71
Town of Corte Madera	0.040366052	1,988.03	0.037096239	1,826.99	3,815.05
Town of Fairfax	0.019907228	980.43	0.028914464	1,424.04	2,404.50
City of Larkspur	0.048513276	2,389.28	0.047519813	2,340.35	4,729.68
City of Mill Valley	0.068615131	3,379.30	0.054209687	2,669.83	6,049.18
City of Novato	0.157383951	7,751.16	0.201801332	9,938.72	17,690.08
Town of Ross	0.023690254	1,166.75	0.009302674	458.16	1,624.91
Town of San Anselmo	0.041725366	2,054.97	0.049011714	2,413.83	4,468.85
City of San Rafael	0.179169593	8,824.10	0.226346658	11,147.57	19,971.90
City of Sausalito	0.045262162	2,229.16	0.029182849	1,437.26	3,666.45
Town of Tiburon	0.068976616	3,397.10	0.034803132	1,714.05	5,111.19
County of Marin, Unincorporated	0.279644029	13,771.47	0.273274447	13,458.77	27,230.51
TOTAL	100.00%	\$49,250.00	100.00%	\$49,250.00	\$98,500.00