

97-243

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: JANET HOGAN, County Administrative Officer
 FROM: MARGIE WILLIAMS, Clerk of the Board *MW*
 SUBJECT: 1997-98 BUDGET OUTLOOK REPORT

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on June 17, 1997

ACTION AND VOTE:

B)1997-98 Budget Outlook Report

BOARD ACTION: Janet Hogan, County Administrative Officer, presented report and advised of the meeting held with selected County Administrative Officers on Monday concerning the property tax shift. Further discussion was continued for the following hearing to be opened.

Further discussion was held concerning the budget outlook report for FY 1997-98. Supervisor Balmain commented on the Forest Service timber receipts revenue and advised that he will work with the County Administrative Officer on issues relative to this matter. Supervisor Parker requested that the Board be provided with a sample of the proposed budget format. Discussion was held relative to providing instruction to department heads to reduce their expenditures by five percent until the final budget is adopted, so that a nine percent reduction request with the final budget would not be as great of an impact. Board concurred with further considering possible budget reductions pending adoption of the final budget for next fiscal year on July 1st, which would give the County Administrative Officer an opportunity to meet with department heads and bring back specific suggestions with the adoption of the proposed budget. Supervisor Parker requested that updated information relative to sales tax revenue also be provided. (M)Pickard, (S)Reilly, Res. 97-243 adopted extending the budget preparation process pursuant to provisions in the Government Code, and authorizing County Administrative Officer to issue budget instructions in accordance with the proposed process/Ayes: Unanimous.

cc: All Department Heads
File

**RESOLUTION OF THE BOARD OF SUPERVISORS
EXTENDING DATES AND TIME PERIODS RELATING
TO THE 1997/98 COUNTY BUDGET**

WHEREAS, Chapter 134 of the Statutes of 1990, an urgency statute approved by the Governor and filed by the Secretary of State on June 12, 1990, permits the Board of Supervisors by resolution to extend the dates and time periods relating to the County Budget; and

NOW THEREFORE BE IT RESOLVED, ORDERED AND DETERMINED that:

1. The August 10 date specified in Government Code Section 29066, relating to noticing the availability of the proposed budget and the date of public hearings, is extended to September 8;
2. The August 20 date specified in Government Code Section 29080, relating to the date for public hearings, is extended to September 18;
3. The August 30 date specified in Government Code Section 29088, relating to the date for public hearings, is extended to October 2;
4. The November 1 date specified in Government Code Section 29093, relating to the date for the auditor to file a copy of the budget with the Clerk of the Board and the State Controller, is extended to December 1.
5. The November 1 date specified in Government Code Section 29100.6, relating to the date the county auditor must file with the Controller a statement of amounts of exempt values, is extended to December 1.
6. The November 1 date specified in Government Code Section 29109, relating to the date the auditor shall forward to the Controller a statement of the rates of taxation is extended to December 1.

PASSED AND ADOPTED by the Mariposa County Board of Supervisors, a political subdivision of the State of California, this 17th day of June, 1997, by the following vote:

Ayes: Reilly, Balmain, Stewart, Parker, Pickard

Noes: None

Absent: None

Abstained: None




ROBERT C. STEWART, Chairman
Mariposa County Board of Supervisors

ATTEST:


MARGIE WILLIAMS, Clerk of the Board

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:


JEFFREY G. GREEN, County Counsel

Mariposa County Board of Supervisors



District 1.....PATTI A. REILLY
District 2.....DOUG BALMAIN
District 3.....ROBERT C. STEWART
District 4.....GARRY R. PARKER
District 5.....BOB PICKARD


JANET HOGAN
County Administrative Officer

MARGIE WILLIAMS
Clerk of the Board

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June 17, 1997

TO: Board of Supervisors
FROM: Janet Hogan, County Administrative Officer 
SUBJECT: 1997-98 Budget Outlook Report
CC: All Department Heads

RECOMMENDATIONS:

1. Review and approve the 1997-98 proposed budget preparation process and calendar;
2. Authorize County Administrative Officer to issue budget instructions in accordance with the proposed process;
3. Adopt resolution extending the budget preparation process pursuant to Government Code sections 29066, 29080, 29088, 29093, 29100.6 and 29109.

DISCUSSION:

Budget Issues

Local Revenues

The greatest influence on the FY 1997-98 Mariposa County Budget will be the reduction in General Purpose Revenues due to the lingering impacts of the January, 1997 flood and its dramatic effect on Yosemite National Park visitorship. The projection for Transient Occupancy Tax and Sales Tax revenues combined is reduced from the 1996-97 adopted level by approximately 13.5 percent. Overall, General Purpose Revenues are projected to



be 8.7 percent lower than at the beginning of FY 1996-97. Attachment I lists preliminary estimates for General Purpose Revenues.

State Budget Impacts

Unlike the past several years, the prospect for assistance from the State is good. In their budget deliberations, the State Legislature is considering modifications to the funding mechanism for trial courts which could benefit Mariposa County somewhere in the range of \$50,000 to \$100,000 beginning FY 1997-98. There are also positive indications that a portion of our property tax revenue shifted by the State will be returned to us. The initial projection for Secured Property Tax revenue includes \$20,000 from this source.

Budget Process

Development of the FY 1997-98 budget is proposed to follow the same basic process as last year. The FY 1996-97 budget would serve as the operating budget until adoption of the Final Budget by the Board of Supervisors. A difference from 1996-97 is that the adjusted budget would be used rather than the adopted budget. This allows for continuation of items that were approved during the fiscal year that were not part of the adopted budget. An example is the addition of lease payments for the interim administrative offices which were added to the 1996-97 budget just this month.

A major change will be the use of our HTE automated system as the sole budget preparation system. While there are advantages to using parallel systems, time constraints limit my ability to effectively utilize two systems. Auditor-Controller Ken Hawkins is supportive of this approach, and he and I are confident we can produce a balanced budget using the features available in HTE.

Another proposed change is that the visual display of numerical information be simplified with one column for department budget requests and one for the CAO's recommendation. Specific information regarding amounts and justifications for changes would be included in the narrative portion of each budget write up.

Finally, because of the projected reduction in General Purpose Revenues, departments relying on those revenues for some or all of their financing, will be requested to provide information as to the effect of a nine percent reduction in General Fund support. This reduction can be achieved by increasing departmental revenues, reducing departmental expenditures, or some combination of the two.

Budget Calendar

Final Budget Hearings are proposed to commence on Monday, September 15, 1997 and conclude no later than Wednesday, September 24, 1997. The County Budget Act allows a four-day extension if the Board or the public desire additional time to conduct the hearings.

Attachment II is the suggested calendar for preparation of the FY 1997-98 budget.

In summary, balancing the FY 1997-98 budget will be a challenge for us all. During the upcoming months we will closely monitor key revenues, along with State actions, in the hope of presenting a more optimistic budget for your review and approval in September.

Attachments

MARIPOSA COUNTY
FY 97-98 ESTIMATE OF GENERAL PURPOSE REVENUES

	1996-97 BUDGET	1996-97 YEAR END EST	1997-98 ESTIMATE	DIFFERENCE FROM BUDGET
CURRENT PROPERTY TAXES				
Current Secured	\$2,588,000	\$2,450,220	\$2,563,000	(\$25,000)
Current Unsecured	\$0	\$0	\$50,000	\$50,000
Prior Secured	\$125,000	\$100,000	\$100,000	(\$25,000)
Prior Unsecured	\$10,000	\$10,000	\$10,000	\$0
Supplemental	\$12,000	\$7,000	\$12,000	\$0
Total Property Taxes	\$2,735,000	\$2,567,220	\$2,735,000	\$0
OTHER LOCAL TAXES				
Penalties & Costs	\$60,000	\$60,000	\$60,000	\$0
Sales & Use Tax	\$1,234,000	\$1,134,000	\$1,134,000	(\$100,000)
Property Transfer	\$40,000	\$44,231	\$42,000	\$2,000
Transient Occupancy	\$5,685,000	\$4,985,000	\$4,848,000	(\$837,000)
Timber Yld Tax	\$6,000	\$6,000	\$6,000	\$0
Total Other Local Taxes	\$7,025,000	\$6,229,231	\$6,090,000	(\$935,000)
USE OF MONEY & PROPERTY				
Franchise	\$76,700	\$77,767	\$77,000	\$300
Interest - General Fund	\$225,000	\$225,000	\$225,000	\$0
Rents and Leases	\$26,052	\$26,052	\$26,052	\$0
Total Use of Money/Property	\$327,752	\$328,819	\$328,052	\$300
INTERGOVERNMENTAL				
State				
Motor Veh. In-Lieu	\$480,000	\$480,000	\$480,000	\$0
Homeowner's Prop Exemption	\$67,649	\$67,649	\$67,600	(\$49)
Williamson Act	\$190,000	\$190,000	\$190,000	\$0
MV Lic/Sec 1100582	\$163,500	\$163,500	\$163,500	\$0
Revenue Stabilization	\$58,000	\$58,000	\$58,000	\$0
SB-90 Reimbursements	\$135,000	\$135,000	\$50,000	(\$85,000)
Sub-total State	\$1,094,149	\$1,094,149	\$1,009,100	(\$85,049)
Federal				
Paymts In Lieu of Taxes (PILT)	\$120,000	\$244,079	\$200,000	\$80,000
Grazing Fees	\$1,300	\$1,782	\$1,500	\$200
Sub-total Federal	\$121,300	\$245,861	\$201,500	\$80,200
Total Intergovernmental	\$1,215,449	\$1,340,010	\$1,210,600	(\$4,849)
MISCELLANEOUS				
General Other	\$32,000	\$32,000	\$0	(\$32,000)
Supplemental Administration	\$25,000	\$15,000	\$15,000	(\$10,000)
Cost Allocation Plan	\$66,260	\$66,260	\$65,000	(\$1,260)
Capital Project reimbursements	\$22,115	\$22,115	\$0	(\$22,115)
Total Miscellaneous Revenue	\$145,375	\$135,375	\$80,000	(\$65,375)
SUBTOTAL	\$11,448,576	\$10,600,655	\$10,443,652	(\$1,004,924)
Appropriated Fund Balance	\$157,540	\$157,540	\$0	\$0
TOTAL	\$11,606,116	\$10,758,195	\$10,443,652	(\$1,004,924)

FISCAL YEAR 1997-98 BUDGET PREPARATION CALENDAR

June 17	Budget Outlook considered by Board of Supervisors
June 20	Budget Instructions issued to departments
June 24	Board approves 1996-97 Adjusted Budget as operating budget for 1997-98
July 9	All budget requests due to County Administrative Officer
August 9	Requested Budget available for Board and public
August 15	Auditor-Controller provides fund balance amounts
August 25	Last date for departmental changes to be included in Final Budget Hearing materials
September 1	Final Budget Hearings materials available for Board and public Public Notice of Budget Hearings and Deliberations
September 15	Final Budget Hearings commence