

**SBCCOG**

**Mid-Year Budget Status  
FY2020-2021**



**SOUTH BAY CITIES**  
COUNCIL OF GOVERNMENTS

# FISCAL YEAR 20-21 MID-YEAR BUDGET Overview

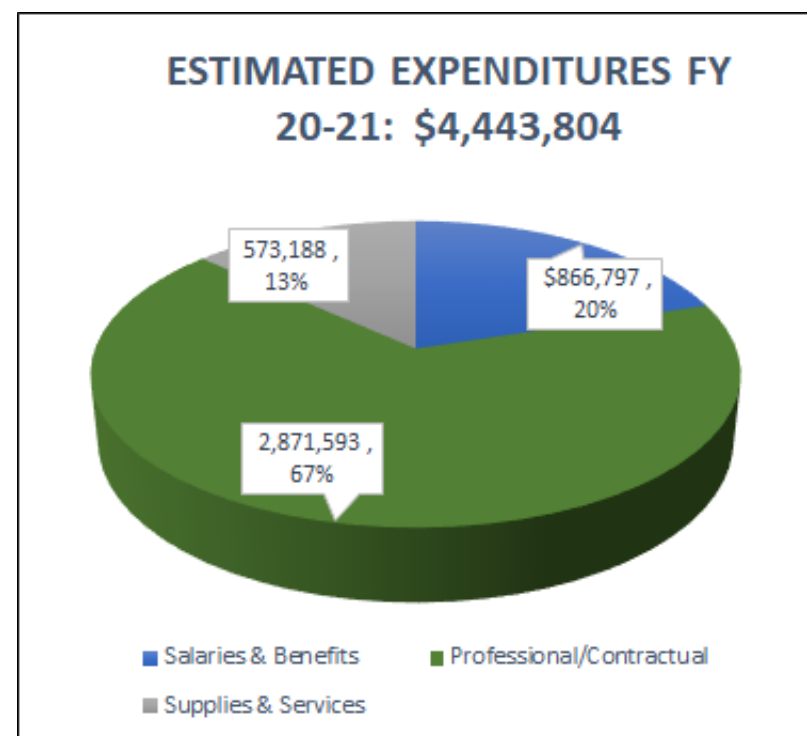
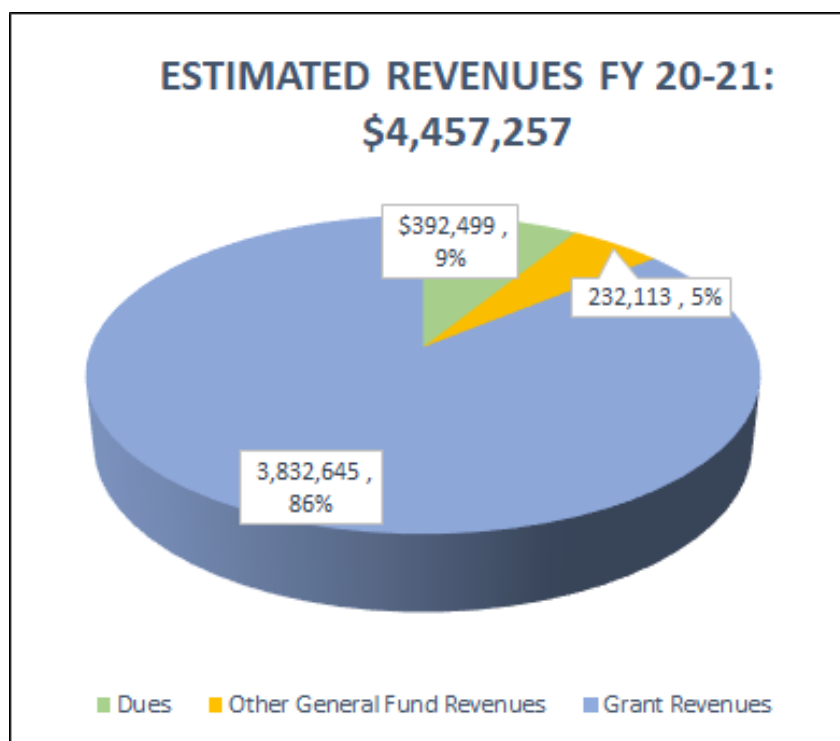


	Adopted Budget FY 20-21	Mid-Year Budget FY 20-21	Amount Change	% Change
Estimated Revenues	\$6,519,675	\$4,457,257	(\$2,062,418)	(31.6%)
Estimated Expenditures	<u>6,431,440</u>	<u>4,443,804</u>	( <u>1,987,636</u> )	(30.9%)
Estimated Balance (Deficit)	\$88,235	\$13,453	(\$74,782)	(84.7%)



# FISCAL YEAR 20-21 MID-YEAR BUDGET

## Revenues & Expenditures by Category





# FISCAL YEAR 20-21 MID-YEAR BUDGET

## Revenue

---

- Revenues - 31.6% Decrease Compared to Budget
- Noteworthy Decreases in Revenue
  1. Measure R -55%
    - Decrease in program activity
  2. LA County Homeless – Innovation Fund -23%
    - Contract time extension – shifted funds into 2021-22
  3. South Bay Fiber Network -47%
    - More work was done in FY19-20 than anticipated
  4. Fiber – State of CA -60%
    - Decrease in anticipated spending



# FISCAL YEAR 20-21 MID-YEAR BUDGET



## Revenue - (cont)

---

- Noteworthy Increases in Revenue

1. SoCalGas +96%
  - Received additional funding for Jan-Jun'21
2. LA County Homeless +70%
  - Received additional funds for Hygiene Program
3. Water Replenishment District +20%
  - Received additional funding for Jan-Jun'21



# FISCAL YEAR 20-21 MID-YEAR BUDGET

## Expenditures

---

- Expenditures – 29.9% Decrease Compared to Budget
- Noteworthy Decreases due to Pandemic
  1. Refreshments -96%
  2. Mileage Reimbursement -64%
  3. Meetings/Conferences -71%
  4. Newsletter Printing Cost -62%
  5. Equipment Lease -44%



# FISCAL YEAR 20-21 MID-YEAR BUDGET

## Expenditures – (cont)

---

- Other Reductions in Expenditures
  1. Salaries & Benefits - 6%
    - Hired only one new staff instead of two
  2. Contractual Services -43%
    - Reflects shift of expenditure for SBFN from FY20-21 to FY 19-20
  3. Rent -23%
    - Payment of 10 months instead of 12
  4. IT Services/Maintenance -42%
    - Decrease due to change of vendor
  
- 55.8% of Budget Expended as of December 31, 2020

# FISCAL YEAR 20-21 MID-YEAR BUDGET

## Final Notes

---

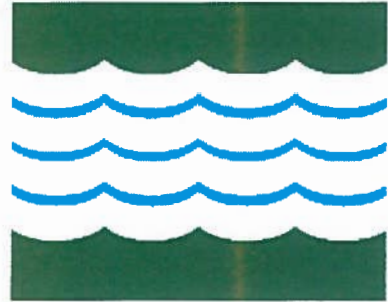


- Mid-Year FY 20-21 is On Track
  - Both Revenues and Expenditures down, as anticipated
- Financial Impacts of COVID-19
  - Persistence of Pandemic – continuing to monitor
- Mid-Year Budget Recommended for Approval
- Draft 21-22 Budget: May 2021



# Questions?





**SOUTH BAY CITIES**  
COUNCIL OF GOVERNMENTS

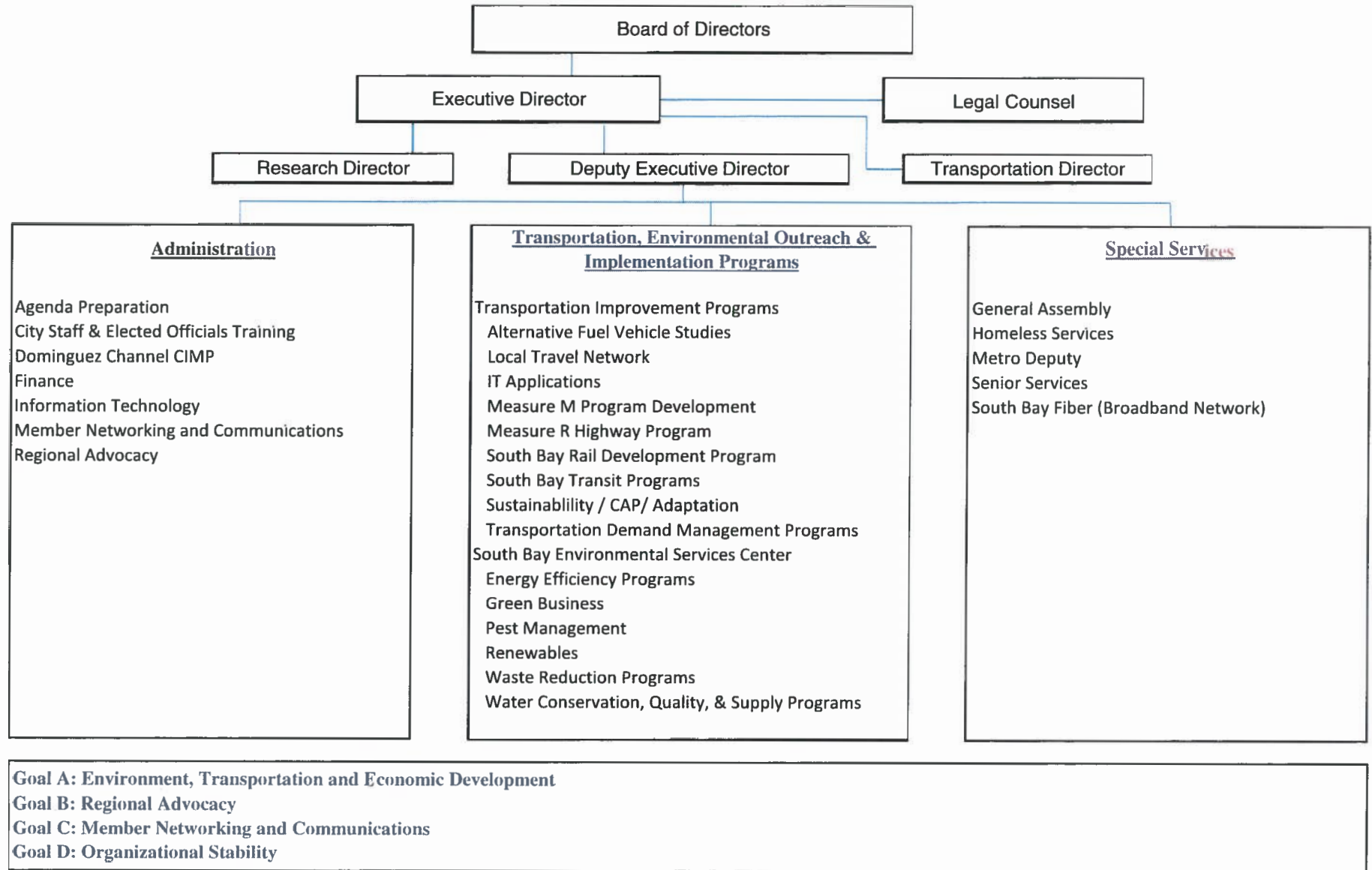
## MID-YEAR BUDGET STATUS REPORT

FISCAL YEAR 2020-2021

February 25, 2021



**SBCCOG  
ORGANIZATIONAL STRUCTURE  
MID-YEAR BUDGET STATUS REPORT  
FISCAL YEAR 2020-2021**



- Goal A: Environment, Transportation and Economic Development**
- Goal B: Regional Advocacy**
- Goal C: Member Networking and Communications**
- Goal D: Organizational Stability**

**SBCCOG  
BUDGET SUMMARY  
MID-YEAR BUDGET STATUS REPORT  
FISCAL YEAR 2020-2021**

	<b>ACTUAL FY 18-19</b>	<b>ACTUAL FY 19-20</b>	<b>ADOPTED BUDGET FY 20-21</b>	<b>YTD AS OF 12/31/20</b>	<b>PROJECTED Thru 06/30/21</b>	<b>INCREASE (DECREASE) AMOUNT PERCENT</b>	
<b><u>ESTIMATED REVENUES:</u></b>							
Dues	\$ 372,501	\$ 392,499	\$ 392,500	\$ 392,499	\$ 392,499	\$ (1)	0%
Other General Fund Revenues	304,233	303,428	246,088	88,593	232,113	(13,975)	-5.68%
Grant Revenues	1,239,806	4,804,996	5,881,087	1,793,626	3,832,645	(2,048,442)	-34.83%
<b>Total Revenues</b>	<b>\$ 1,916,540</b>	<b>\$ 5,500,922</b>	<b>\$ 6,519,675</b>	<b>\$ 2,274,718</b>	<b>\$ 4,457,257</b>	<b>\$ (2,062,418)</b>	<b>-31.63%</b>
<b><u>EXPENDITURES:</u></b>							
Salaries & Benefits	\$ 671,721	\$ 639,481	\$ 922,014	\$ 359,256	\$ 866,797	\$ (55,216)	-5.99%
Professional/Contractual	865,337	4,451,321	4,733,070	1,489,280	2,871,593	(1,861,477)	-39.33%
Supplies & Services	348,940	244,620	634,131	136,405	573,188	(60,943)	-9.61%
<b>Sub Total Expenditures</b>	<b>\$ 1,885,998</b>	<b>\$ 5,335,422</b>	<b>\$ 6,289,214</b>	<b>\$ 1,984,941</b>	<b>\$ 4,311,578</b>	<b>\$ (1,977,636)</b>	<b>-31.44%</b>
<i>Moving Expenses</i>	-	61,338	42,226	8,329	42,226	-	-
<i>Website Redesign</i>	-	-	100,000	-	90,000	(10,000)	-
<b>Total Expenditures</b>	<b>\$ 1,885,998</b>	<b>\$ 5,396,760</b>	<b>\$ 6,431,440</b>	<b>\$ 1,993,270</b>	<b>\$ 4,443,804</b>	<b>\$ (1,987,636)</b>	<b>-30.90%</b>
<b>Estimated Balance (Deficit)</b>	<b>\$ 30,542</b>	<b>\$ 104,162</b>	<b>\$ 88,235</b>	<b>\$ 281,448</b>	<b>\$ 13,453</b>	<b>\$ (74,782)</b>	<b>-84.75%</b>

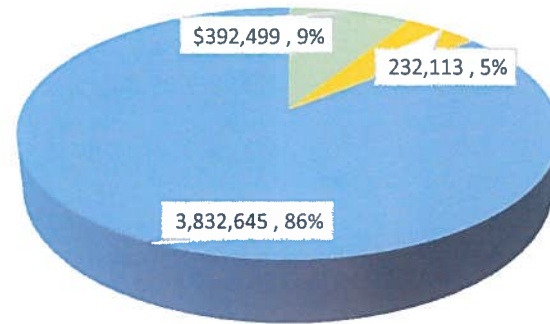
**RESERVES:**

<b>Contributions to Reserve:</b>	<b>Amount</b>
Prior to FY15-16	\$ 53,372
FY 15-16 Plus Interest Earnings	20,192
FY 16-17 Plus Interest Earnings	20,349
FY 17-18 Plus Interest Earnings	20,939
FY 18-19 Plus Interest Earnings	22,297
FY 19-20 Plus interest Earnings	22,743
FY 20-21 Reserve	90,000
<b>Total in LAIF thru 6/30/21</b>	<b>\$ 249,892</b>

Note:  
Both revenue and expenses are higher than usual for both FY19-20 and FY20-21 due to the South Bay Fiber Network project. The majority of the revenue/expense is passed through to American Dark Fiber who was contracted to build network.  
Estimates:  
FY19-20 - approximately \$3.4m  
FY20-21 - approximately \$2.0m

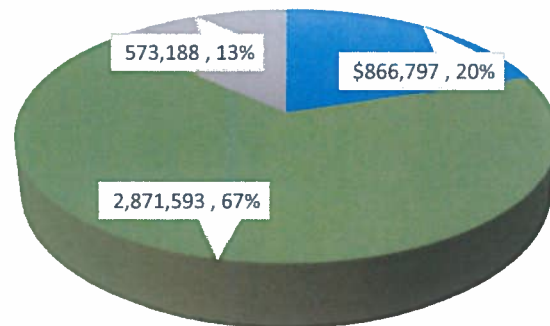
**SBCCOG  
ESTIMATED REVENUES / EXPENDITURES CHARTS  
MID-YEAR BUDGET STATUS REPORT  
FISCAL YEAR 2020-2021**

**ESTIMATED REVENUES FY 2020-2021: \$4,457,257**



■ Dues   ■ Other General Fund Revenues   ■ Grant Revenues

**ESTIMATED EXPENDITURES FY 2020-2021: \$4,443,804**



■ Salaries & Benefits   ■ Professional/Contractual   ■ Supplies & Services

**SBCCOG**  
**ESTIMATED REVENUE DETAILS**  
**MID-YEAR BUDGET STATUS REPORT**  
**FISCAL YEAR 2020-2021**

<b>REVENUE SOURCE:</b>	<b>ACCOUNT CODE</b>	<b>ACTUAL FY 18-19</b>	<b>ACTUAL FY 19-20</b>	<b>ADOPTED BUDGET FY 20-21</b>	<b>YTD AS OF 12/31/20</b>	<b>PROJECTED Thru 06/30/21</b>	<b>INCREASE (DECREASE) AMOUNT PERCENT</b>	
Dues	4020	\$ 372,501	\$ 392,499	\$ 392,500	\$ 392,499	\$ 392,499	\$ -	-
General Assembly Sponsorship	4050	62,250	66,750	40,000	17,500	40,000	-	-
Holiday Light Exchange	4055	2,250	1,000	-	-	-	-	-
Training	4060	5,000	-	-	-	-	-	-
MTA South Bay Deputy	4070	98,877	102,271	106,288	52,051	102,270	(4,018)	-3.78%
Interest Income	4090	29,610	63,318	30,000	6,999	20,000	(10,000)	-33.33%
Green Business Assist Program	4125	12,000	12,000	12,000	12,000	12,000	-	-
Reimbursable Expense	4190	-	-	-	-	-	-	-
CIMP Dominguez Channel Admin Fee	4810	92,958	57,800	57,800	-	57,800	-	-
Miscellaneous Revenue	4999	1,288	288	-	43	43	43	-
<b>Sub-total General Fund Revenues</b>		<b>\$ 676,734</b>	<b>\$ 695,927</b>	<b>\$ 638,588</b>	<b>\$ 481,092</b>	<b>\$ 624,612</b>	<b>\$ (13,976)</b>	<b>-2.19%</b>
GBN - Hawthorne	4126	\$ 29,271	\$ 20,000	\$ 20,000	\$ 9,198	\$ 19,194	\$ (806)	-4.03%
GBN - Torrance	4127	34,500	24,500	20,000	8,675	21,850	1,850	9.25%
SBWIB Broadband Income	4135	41,683	-	-	-	-	-	-
SBWIB Telework	4136	15,000	-	-	-	-	-	-
PUC SCE/SCG Contract	4510	324,500	149,191	-	-	-	-	-
SCG-DWP Outreach	4512	40,000	40,000	40,000	20,000	40,000	-	-
SCG Contract	4513	-	39,979	50,000	60,022	98,000	48,000	96.00%
SCG-Strategic Plan Income	4514	8,649	5,438	-	-	-	-	-
SCE-Strategic Plan Income	4515	34,597	21,750	-	-	-	-	-
WBMWD Contract	4520	149,732	155,006	174,980	63,771	174,980	-	-
Sanitation District	4525	49,000	49,000	49,000	24,500	49,000	-	-
Torrance Water	4540	26,250	29,000	29,000	14,500	29,000	-	-
CalTrans LTN	4544	51,588	235,616	103,657	72,236	93,104	(10,553)	-10.18%
Metro Vanpool / Shared Mobility	4545	30,735	50,000	50,000	18,241	50,000	-	-
Metro Express Lane	4546	48,000	34,000	48,000	24,000	48,000	-	-
Measure R	4570	95,781	129,287	88,000	-	39,110	(48,890)	-55.56%
PACE (HERO, Ygrene)	4580	3,336	1,016	1,100	691	1,050	(50)	-4.55%
Integrated Pest Management	4589	6,000	2,100	2,300	2,750	2,750	450	19.57%
SOLSmart	4590	14,050	950	-	-	-	-	-
Energy Efficiency	4591	6,097	28,109	-	-	-	-	-
Energy Coalition (REN)	4592	-	19,244	100,000	35,053	100,000	-	-
ICF Resources (REN)	4593	-	-	-	2,494	25,000	25,000	-
Homeless (PATH)	4600	25,000	25,000	25,000	12,500	25,000	-	-
Homeless - LA County	4601	61,238	44,756	79,000	115,475	134,922	55,922	70.79%
Homeless - LA County- Innovation Fund	4602	-	-	739,685	123,929	564,685	(175,000)	-23.66%
Water Replenishment District	4610	52,000	50,000	50,000	30,000	60,000	10,000	20.00%
Measure M	4611	87,299	53,742	60,000	-	50,000	(10,000)	-16.67%
South Bay Fiber Network (SBFN)	4612	-	3,591,330	4,101,365	1,146,998	2,187,000	(1,914,365)	-46.68%
Fiber - State of CA	4613	-	5,984	50,000	8,595	20,000	(30,000)	-60.00%
<b>Sub-total Restricted Revenues</b>		<b>\$ 1,239,806</b>	<b>\$ 4,804,996</b>	<b>\$ 5,881,087</b>	<b>\$ 1,793,626</b>	<b>\$ 3,832,645</b>	<b>\$ (2,048,442)</b>	<b>-34.83%</b>
<b>Total Estimated Revenues</b>		<b>\$ 1,916,540</b>	<b>\$ 5,500,922</b>	<b>\$ 6,519,675</b>	<b>\$ 2,274,718</b>	<b>\$ 4,457,257</b>	<b>\$ (2,062,418)</b>	<b>-31.63%</b>



**SBCCOG**  
**EXPENDITURE DETAILS BY ACCOUNT**  
**MID-YEAR BUDGET STATUS REPORT**  
**FISCAL YEAR 2020-2021**

EXPENDITURE CATEGORY	ACCOUNT CODE	ACTUAL FY 18-19	ACTUAL FY 19-20	ADOPTED BUDGET FY 20-21	YTD AS OF 12/31/20	PROJECTED Thru 06/30/21	INCREASE (DECREASE)	
							AMOUNT	PERCENT
Salaries/Regular	6010	\$ 524,804	\$ 498,933	\$ 739,070	\$ 292,080	\$ 694,792	\$ (44,278)	-5.99%
Salaries/Part-Time	6030	-	-	5,520	1,963	8,400	2,880	52.17%
Overtime	6011	1,346	490	1,400	699	1,400	-	-
Medical/Deferred Comp	6012	52,250	65,000	92,400	35,900	82,100	(10,300)	-11.15%
Life Insurance	6013	1,091	1,078	1,663	693	1,474	(189)	-11.36%
Social Security	6014	35,571	31,551	46,165	18,255	43,021	(3,144)	-6.81%
Medicare	6015	8,319	7,379	10,797	4,269	10,061	(735)	-6.81%
FUTA	6016	387	392	743	54	743	-	-
California SUI-ER	6017	4,001	4,053	5,116	556	5,116	-	-
Workers' Comp	6018	7,369	5,491	8,200	2,099	8,200	-	-
Employee Reimbursable Expense	6019	2,585	4,180	5,940	2,688	6,490	550	9.26%
Vacation/Floating Holiday Payoff	6020	17,498	-	5,000	-	5,000	-	-
Severance Pay	6035	16,500	-	-	-	-	-	-
Accrued Leave - expense	6036	-	20,934	-	-	-	-	-
<b>Sub-total Salaries &amp; Benefits</b>		<b>\$ 671,721</b>	<b>\$ 639,481</b>	<b>\$ 922,014</b>	<b>\$ 359,256</b>	<b>\$ 866,797</b>	<b>\$ (55,216)</b>	<b>-5.99%</b>
Office Supplies	6201	\$ 12,314	\$ 6,586	\$ 7,500	\$ 3,539	\$ 7,000	\$ (500)	-6.67%
Postage	6202	1,237	554	1,200	538	1,200	-	-
Refreshments	6203	26,266	16,142	25,500	371	1,000	(24,500)	-96.08%
Membership Dues	6204	10,116	10,276	11,500	6,702	11,500	-	-
Mileage Reimbursement	6205	4,875	5,582	6,871	893	2,500	(4,371)	-63.61%
Meetings/Conferences	6206	9,772	4,292	6,840	253	2,000	(4,840)	-70.76%
Special Events/General Assembly	6224	28,716	9,587	40,000	3,930	40,000	-	-
Staff Training/Development	6207	774	545	2,500	21	2,500	-	-
Newsletter	6208	10,369	6,712	11,424	1,914	4,354	(7,070)	-61.89%
Audit Fees	6209	5,000	6,578	6,000	-	6,000	-	-
Contractual Services	6210	445,337	4,035,321	4,313,070	1,279,280	2,451,593	(1,861,477)	-43.16%
Professional Services	6211	420,000	416,000	420,000	210,000	420,000	-	-
Rent	6212	150,544	61,591	136,100	62,872	104,787	(31,314)	-23.01%
Equipment Lease	6213	10,794	8,190	9,960	2,802	5,603	(4,357)	-43.74%
Telephone	6214	7,686	7,672	8,400	4,268	8,536	136	1.62%
IT Services/Maintenance	6215	54,573	62,876	36,616	12,185	21,396	(15,220)	-41.57%
Software/Hardware	6216	12,892	7,100	14,133	3,158	14,133	-	-
Liability Insurance	6217	2,226	2,248	2,300	-	2,300	-	-
Subscription/Advertising	6218	292	240	1,000	150	1,000	-	-
Miscellaneous Supplies/HLE	6219	3,001	106	-	142	142	142	-
Specialty Legal Services	6220	-	4,725	10,000	1,291	10,000	-	-
City Reimbursements	6222	-	-	295,287	30,950	326,237	30,950	10.48%
Miscellaneous Expenses	6225	(2,507)	920	1,000	426	1,000	-	-
Uncollected Accounts Receivable	6226	-	22,098	-	-	-	-	-
<b>Sub-Total Supplies &amp; Services</b>		<b>\$ 1,214,277</b>	<b>\$ 4,695,941</b>	<b>\$ 5,367,201</b>	<b>\$ 1,625,685</b>	<b>\$ 3,444,781</b>	<b>\$ (1,922,420)</b>	<b>-35.82%</b>
Moving Expenses	6221	-	61,338	42,226	8,329	42,226	-	-
Website Redesign	6032	-	-	100,000	-	90,000	(10,000)	-10.00%
<b>Total Operating Expenditures</b>		<b>\$ 1,885,998</b>	<b>\$ 5,396,760</b>	<b>\$ 6,431,440</b>	<b>\$ 1,993,270</b>	<b>\$ 4,443,804</b>	<b>\$ (1,987,636)</b>	<b>-30.90%</b>

**SBCCOG**  
**APPROVED SALARY SCHEDULE BY POSITION /**  
**PROFESSIONAL-CONTRACTOR LABOR DISTRIBUTION**  
**MID-YEAR BUDGET STATUS REPORT**  
**FISCAL YEAR 2020-2021**

POSITION	SALARY
Administrative Officer - Tier 1	\$ 91,000
Senior Project Manager - Tier 1	85,000
Accountant - Tier 3	81,000
Project Manager - Tier 3	78,000
Project Manager - Tier 2	71,000
Project Manager - Tier 1	64,000
Environmental Services Analyst III - Tier 3	87,000
Environmental Services Analyst III - Tier 2	82,000
Environmental Services Analyst III - Tier 1	77,000
Environmental Services Analyst II - Tier 3	72,000
Environmental Services Analyst II - Tier 2	67,000
Environmental Services Analyst II - Tier 1	62,000
Environmental Services Analyst I - Tier 3	57,000
Environmental Services Analyst I - Tier 2	53,500
Environmental Services Analyst I - Tier 1	50,500
Administrative Assistant - Tier 3	47,000
Administrative Assistant - Tier 2	40,000
Administrative Assistant - Tier 1	35,000
Part-time Hourly Staff (ESAs for events)	10,000

PROFESSIONAL SERVICES - 6211	TOTAL AMOUNT
Executive Director (JB) and staff - appx. Jacki Bacharach and Associates \$186,000 - appx. \$234,000 (subs to JB)	<b>\$ 420,000</b>
<b>CONTRACTOR SERVICES - 6210</b>	
Transportation Director - Steve Lantz	112,690
Research Director - Siembab Corp.	90,000
Energy Efficiency Engineer - GSE Solutions	60,000
Metro Deputy - Mike Bohlke	106,862
Budget & Finance Consultant - Agnes Walker	6,000
South Bay Fiber Network Contractor - American Dark Fiber	2,016,041
Additional consultants or staff as needed on contracts or project development	60,000
<b>Estimated Contractor Expenses FY 2020-2021</b>	<b>\$ 2,451,593</b>



**SBCCOG  
LIST OF ACRONYMS USED  
MID-YEAR BUDGET STATUS REPORT  
FISCAL YEAR 2020-2021**

<u>ACRONYM</u>	<u>DEFINITION</u>	<u>ACRONYM</u>	<u>DEFINITION</u>
CA-SUI	California State Unemployment Insurance	LADWP	Los Angeles Department of Water & Power
CALCOG	California Council of Governments	LAIF	Local Agency Investment Fund
CAP	Climate Action Plan	LARC	Los Angeles Regional Coalition
CEC	California Energy Commission	LGSEC	Local Government Sustainability Energy Coalition
CIMP	Coordinated Integrated Monitoring Program	MEL	Metro Express Lanes
CPUC	California Public Utilities Commission	MTA	Metropolitan Transportation Authority
DWP	Department of Water & Power	LTN	Local Travel Network
EUC	Energy Upgrade California	PACE	Property Assessed Clean Energy
EV	Electric Vehicle	PATH	People Assisting the Homeless
FTE	Full Time Equivalent	PUC	Public Utilities Commission
FUTA	Federal Unemployment Tax Act	REN	Regional Energy Network
FY	Fiscal Year	SB	South Bay
GA	General Assembly	SBCCOG	South Bay Cities Council of Governments
GBC	Green Building Challenge	SBFN	South Bay Fiber Network
GBN	Green Business Network	SBWIB	South Bay Work Investment Board
GSW	Golden State Water	SCE	Southern California Edison
HERO	Home Energy & Resources Organization	SCG	Southern California Gas
HLE	Holiday Light Exchange	WBMWD	West Basin Metropolitan Water District
ICLEI	International Council for Local Environmental Initiatives	WRCOG	Western Riverside Council of Government
LA	Los Angeles	WRD	Water Replenishment District

**SBCCOG**  
**MID-YEAR BUDGET STATUS NARRATIVE**  
**FISCAL YEAR 2020-2021**  
**February 25, 2021**

**Mid-Year budget summary:** Overall, the Mid-year budget for fiscal year 2020-2021 reflects a projected decrease of (\$74,782) compared to the adopted budget (page 2). This amount includes a revenue decrease of (\$2,062,418) or (31.63%), and an expenditure decrease of (\$1,987,636) or (30.9%). There remains a balance of \$42,226 for the office moving expense .

**Estimated revenues:** The Estimated Revenue Details (page 4) project a decrease in the total General Fund revenues by (\$13,975) or (5.68%). Revenues from grants are projected to decrease (\$2,048,442) or (34.83%). This is due to heavier billing for the first half of the South Bay Fiber Network project in 2019-20 and a shift of Homeless Innovation funds from 2020-21 to 2021-22.

Below is an explanation of some of the revenue increases and (decreases) with the corresponding account codes and descriptions on the revenue categories:

- *MTA South Bay Deputy/4070* – decrease of (\$4,018) no increase from Metro for 2020-21
- *Interest Income/4090* – estimated decrease of (\$10,000) due to decrease in interest rates
- *GBN Torrance/4127* – decrease of (\$1,850) due to decrease in funding from state
- *SCG Contract/4513* – increase of \$48,000 due to additional year of funding in 2021
- *CalTrans LTN/4540* – decrease of (\$10,553) due to greater billing in the first half of the program during FY2019-20
- *Measure R/4570* - decrease of (\$48,890) due to a decrease in program activity
- *Integrated Pest Management/4589* - increase of \$450 due to change in scope of services
- *ICF Resources (REN)/4593* - new contract estimated \$25,000
- *Homeless – LA County (Administration)/4601* – Increase of \$55,922 due to increase in contract amount as well as additional funds for Hygiene program
- *Homeless – LA County, Innovation Fund/4602* – decrease of (\$175,000) in 2020-21 due to contract time extension for the project and shift of funds into 2021-22
- *Water Replenishment District/4610* – increase of \$10,000 due to additional funding for Jan-Jun 2021
- *Measure M/4611* – decrease of (\$10,000) due to decrease in program activity
- *South Bay Fiber Network (SBFN)/4612* - decrease of (\$1,914,365) due to more work being finished in FY19-20 than anticipated
- *Fiber – State of CA/4613* – decrease of (\$30,000) due to decrease in anticipated spending

**Please note: the revenue sources are restricted to the uses defined in the contract with the funding agency.**

**Expenditures:** The estimated expenditures (page 5) show a *net* decrease of (\$1,987,636) or (30.9%) compared to the adopted budget in the current year. The Salaries & Benefits portion of the budget decreased (\$55,216) or (5.99%) which reflects one less staff than projected. The

Supplies & Services category shows a *net* decrease of (\$1,922,420) or (35.82%). The expense decrease is due primarily to the South Bay Fiber Network.

Below is an explanation of the expenditure increases and (decreases) with the corresponding account codes and descriptions of the various expenditure categories:

- *Salaries/Regular/6010* – projected mid-year budget of \$694,792 reflects budget for 11 positions, down from 12 as projected in the adopted budget
- *All benefits and taxes* - these reflect the decrease in staff that was authorized but not added
- *Employee Reimbursable Expense/6019* – increase of \$550 to account for the addition of one staff member
- *Refreshments/6203* – decrease of (\$24,500) due to COVID-19 and the stay-at-home order
- *Mileage Reimbursement/6205* – decrease of (\$4,371) due to COVID-19 and the stay-at-home order
- *Meetings/Conferences/6206* – decrease of (\$4,840) due to COVID-19 and the stay-at-home order
- *Newsletter/6208* – decrease of (\$7,070) due to decrease in the number of items printed due to COVID-19 and the stay-at-home order
- *Contractual Services/6210* – decrease of (\$1,861,477) reflects shift of expenditure for South Bay Fiber Network (SBFN) from FY20-21 to FY19-20 and a reduction in additional contract consultants or staff
- *Rent/6212* – decrease (\$31,314) payment of 10 months' rent instead of 12
- *Equipment Lease/6213* – decrease of (\$4,357) due to reduced usage of Xerox machine as a result of COVID-19 and the stay-at-home order
- *IT Services/Maintenance/6215* – decrease of (\$15,220) due to change of vendor
- *City Reimbursements/6222* – increase of \$30,950 for LA County Homeless Hygiene program - pass through funds for cities

**Reserves:** Per the recently adopted reserve policy, the target amount for contingencies is \$405,000. As shown on the Budget Summary (page 2), \$249,892 shall be accumulated in LAIF as of June 30, 2021. This amount includes \$53,372 reserve funds established prior to FY15-16 and \$106,520 from the 5-year dues increase with interest. In addition, \$90,000 to be reserved in FY20-21. In order to reach the target of \$405,000, \$38,777 will be required each year for four additional years.