

SAN FRANCISCO BAY RESTORATION AUTHORITY
Proposed Fiscal Year 16/17 and 17/18 Budget Detail

Assumes a Project Load of 6 projects/year

STAFF

JPA PARTY	JPA ROLE	Assumption ⁽¹⁾	RATE/HR ⁽²⁾	FY 16/17 Year 0	FY 17/18 Year 1
ABAG	Combined Treasurer + Acctg.				
	Treasurer	1/10 PY	\$131.12	\$5,609	\$23,095
	Accounting				
	Accounts Payable	8 hrs/project/yr	\$97.78		\$2,417
	Director of Finance	40 hrs	\$236.37	\$4,727	\$9,738
	Accounting	4 hrs/project/yr	\$131.12		\$1,621
	IT/Financial Reports	20 hrs	\$170.65	\$1,707	\$3,515
		Subtotal Finance/Accounting =		\$12,042	\$40,386
	Website Manager		\$118.79	\$4,039	\$8,320
		Subtotal ABAG =		\$16,081	\$48,707
	Program Manager (SFEP)	1/8 PY	\$142.31	\$15,227	\$31,368
	Project Manager (SFEP)	1/3 PY	\$96.26	\$27,482	\$56,613
		Subtotal ABAG/SFEP =		\$58,791	\$136,688
SCC	Executive Officer	1/4 PY, but with costs covered by fully burdened rates of other SCC staff			
	Deputy Executive Officer	Back-up to EO as needed, also covered by burdened rates			
	Legal Counsel	1/5 PY	\$164.01	\$56,091	\$57,774
	Program Manager	1/4 PY	\$132.29	\$56,620	\$58,319
	Project Manager	3/5 PY	\$111.65	\$113,660	\$117,068
	Project Manager	7% time/project/yr	\$111.65		\$41,400
	Clerk of the Board	1/5 PY	\$98.65	\$33,738	\$34,750
		Subtotal SCC =		\$260,110	\$309,312
		TOTAL STAFF =		\$318,900	\$446,000

(1) PY = Personnel Year. Based on ABAG and SCC staff September 2016 estimates for Year 1. Setup Year 0 rates discounted.

(2) SFEP: Charges for salary + benefits; billable rates updated by Karen McDowell. SCC: fully burdened rates are from 2016 Fully Burdened Rates spreadsheet. Staff rates will be updated annually.

(3) SFEP and ABAG's Website Manager: Hours are based upon estimated PY s, using SCC's figure of 1712.04 hours/year. ABAG Treasurer and accounting: hours based upon ABAG estimates. SCC: Hours are based upon estimated PY s, assuming 1712.04 hours/year.

CONSULTANTS

		FY 16/17	FY 17/18
Technical Services (NBS)	One-time start-up billing/doc. w/each county ⁽⁴⁾		\$20,000
Technical Services (NBS)	Annual tax administration services ⁽⁵⁾		\$47,500
Audit Services	Annual audit of RA accounts ⁽⁶⁾		\$5,000
	Election Legal Fees first year only	\$10,700	
Reserve Consulting (printing brochures, reports, generating maps, etc.)		\$2,500	\$5,000
Reserve Consulting Oversight Committee (Financial Consultant, etc.)		\$2,500	\$5,000
	TOTAL CONSULTANTS =	\$15,700	\$82,500

(4) & (5) Per Ken Moy's March 14 memo to Governing Board re: Report on Status of Ballot Advisors and Work Products. Annual services include a) working with assessors/recorders offices to place the parcel tax on the roll and apply them to the appropriate parcels and b) responding to property owner questions re the tax.

(6) Per ABAG's staff estimates based on estimated project load.

OTHER DIRECT COSTS

		FY 16/17	FY 17/18
ABAG--Treasurer and Accounting ⁽⁷⁾	Travel, printing, off. sup., mailing, labels, misc.	\$150	\$700
SFEP Travel	Mileage, Parking, Tolls, etc.	\$1,000	\$2,000
Advisory Committee Expenses	Possible stipend/per diem, etc.	\$2,500	\$5,000
SCC Travel and Direct ⁽⁸⁾	Mileage, Parking, Tolls, RA phone	\$3,500	\$7,000
Restoration Authority for SCC	Indemnification insurance ⁽⁹⁾	\$12,500	\$12,500
	TOTAL OTHER DIRECT COSTS =	\$19,650	\$27,200

(7) Per ABAG's staff estimates.

(8) Approximated from past SCC Bay Program staff travel costs. Includes estimated cost of a single Restoration Authority phone line.

(9) Per quote by ABAG's insurance broker to Amy Roach. Quote is based upon 8 part-time staff totaling 3 PY s and is for insurance consisting of general liability, auto and public official errors and omissions with coverage of \$5 million with a \$1,000 deductible.

GRAND TOTAL ANNUAL ESTIMATED ADMINISTRATIVE COSTS⁽¹⁰⁾ = **\$354,250** **\$555,700**

(10) Not included in Grand Total: a. Contingency allowance, such as for external legal counsel b. Ballot costs c. Cost of any RANs or bonds