

WESTSIDE CITIES COUNCIL OF GOVERNMENTS  
FINANCIAL REPORT LETTER OF TRANSMITTAL  
NOVEMBER 30, 2008



Westside Cities Council of Governments Members and Executive Director:

Attached are the following financial reports for your review.

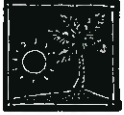
- Balance Sheet as of November 30, 2008
- Statement of Revenues, Expenditures, and Changes in Fund Balance
- Budget Report

Thank you for your time and attention.

Sincerely,



Scott G. Miller  
Westside Cities Council of Governments Treasurer



**WESTSIDE CITIES**  
• BEVERLY HILLS  
• CULVER CITY  
• LOS ANGELES  
• SANTA MONICA  
• WEST HOLLYWOOD  
• COUNTY OF LOS ANGELES

WESTSIDE CITIES COUNCIL OF GOVERNMENTS  
BALANCE SHEET  
As of NOVEMBER 30, 2008  
FY 2008-2009  
(Unaudited)

ASSETS

Cash	\$ 140,110
	<u>140,110</u>

FUND BALANCE

Fund balance:	
Reserved for encumbrances	4,200
Unreserved, undesignated	<u>135,910</u>
Total fund balance	<u>140,110</u>
Total liabilities and fund balance	<u>\$ 140,110</u>

Prepared by: Scott G. Miller, Westside Cities Council of Governments Treasurer



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WESTSIDE CITIES COUNCIL OF GOVERNMENTS  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCE  
NOVEMBER 30, 2008  
FY 2008-2009  
(Unaudited)

REVENUES

Dues \$ -

EXPENDITURES

JHE Services 7,764

Total expenditures 7,764

Excess (deficiency) of revenues over expenditures (7,764)

Fund balance, beginning 147,874

Fund balance, ending \$ 140,110

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**WESTSIDE CITIES COUNCIL OF GOVERNMENTS**  
**BUDGET REPORT**  
**NOVEMBER 30, 2008**  
**FY 2008-2009**  
**(Unaudited)**

REVENUES	BUDGETED <sup>0</sup>	ACTUAL	VARIANCE
Fiscal Year 2008-2009 Dues (\$20,000 each member city <sup>1</sup> )	\$ 120,000	<sup>1</sup> \$ 120,000	\$ -
Available balance	34,788	51,841	17,053
	<u>154,788</u>	<u>171,841</u>	<u>17,053</u>
EXPENDITURES			
Contract for Executive Director Services	93,000	<sup>2</sup> 28,914	64,086
Travel <sup>3</sup>	7,500	-	7,500
Westside Cities COG Annual Issues Conference Expenses	10,000	2,359	7,641
Miscellaneous Printing and Binding	5,000	-	5,000
Audit Services <sup>4</sup>	4,200	-	4,200
Surety Bond	750	-	750
Metro Deputy Shared Salary Augmentation and Travel Expense	3,182	<sup>5</sup> 458	2,724
Total expenditures	<u>123,632</u>	<u>31,731</u>	<u>91,901</u>
Excess (deficiency) of revenues over expenditures	\$ 31,156	\$ 140,110	\$ 108,954

<sup>1</sup> During Fiscal Year 2008-2009, dues increase to \$20,000 per member from previous amount of \$15,000 per member.

<sup>2</sup> Current contract with JHE services effective through November 2008. Budget estimate anticipates extension of contract through November 2009 and includes a 5% increase for negotiation purposes (\$84k X 1.05% = \$88k) + allowance for reimbursables (\$5k) = \$93k.

<sup>3</sup> For Board advocacy and for Exec. Dir. to attend League of CA Cities Annual Conference or other Board approved travel

<sup>4</sup> Audit firm Mayer Hoffman McCann has increased their audit fee by \$1,000 due to increase in audit standards

<sup>5</sup> WSCCOG's share of contract enhancement: \$1350 for travel expenses + \$1832 salary augmentation = \$3182

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