**WESTSIDE CITIES**

· BEVERLY HILLS
· CULVER CITY
· LOS ANGELES
· SANTA MONICA
· WEST HOLLYWOOD

Date: March 20, 2008

To: Westside Cities Council of Governments

From: Jody Hall Esser, Executive Director

SUBJECT: Approval of Revision to WSCCOG 2007-08 FY Budget

The Annual Budget for the WSCCOG was adopted by the Governing Board on May 31, 2007 and amended on September 20, 2007.

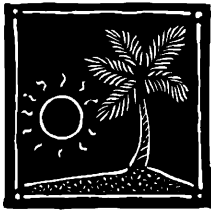
Since that time, it has been decided to print COG folders for our advocacy packets and other purposes. The City of Beverly Hills Graphic Arts Department has the ability to purchase and print the folders at a substantial savings versus contracting with an outside vendor: \$1870 for the purchase and printing of 500 folders. The folders will be a red high gloss with the COG's back logo and member jurisdiction names on the cover.

No line item exists in the current budget to accommodate this expenditure; the 2008-09 Budget will a "Printing and Binding" line item.

Sufficient funds are available in the current budget to cover this expense (See attached.)

Recommended Action (ROLL CALL VOTE):

- 1. That the Members Approve the Proposed Expenditure for the {Printing of Advocacy Folders; and**
- 2. Approve the Proposed Revision to the WSCCOG's 2007-08 FY Annual Budget in the Amount of \$2000 to Accommodate This Printing Expenditure.**



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Westside Cities Council of Governments

REVISED BUDGET 2007-08 FY as of March 20, 2008

REVENUE

Available Balance as of June 30, 2007	\$ 37,593
Revenue 2007-08 Dues (\$15,000 each member city ¹)	\$ 90,000
	\$ 127,593

	Approved Budget	Requested Changes	Adjusted Budget
Contract for facilitation services ²	\$ 7,500	9,000	16,500
Executive Director recruitment expenses ³	500	-	500
Contract for Executive Director services ⁴	65,000	-	65,000
Travel ⁵	7,500	-	7,500
Annual conference expenses	10,000	-	10,000
Audit services ⁶	3,200	-	3,200
Surety bond	500	250	750
Metro Deputy travel expense	2,000	-	2,000
Metro Deputy Share Compensation Increase	-	5,585	5,585
Total expenditures	96,200	14,835	111,035

Anticipated Ending Balance June 30, 2008 **\$36, 540**

1 Does not include potential membership by County of Los Angeles
2 Funds for facilitation services for Board and Committee meetings pending selection of Executive Director plus transition assistance to new Executive Director
3 Placement of notices in professional periodicals
4 12-month contract anticipated to effective October 1, 2007
5 For Board Advocacy and Exec Dir to attend League of CA Cities Annual Conference
6 Contract authorized with Mayer Hoffman McCann 11/06