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NOVATO UNIFIED SCHOOL DISTRICT

*Business Services*

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TO: Board of Trustees

FROM: Karen Maloney, Chief Financial Officer

DATE: January 15, 2013

RE: Staff Report: Parcel Tax Oversight Committee Report on the  
2011/2012 Parcel Tax Unaudited Actual Report

**Objective**

To provide the Board of Trustees with the 2011/2012 Parcel Tax Unaudited Actual Report.

**Background**

On an annual basis the NUSD Parcel Tax Oversight Committee presents the prior year's Parcel Tax Unaudited Actual Report to the Board. The committee and staff will present the attached 2011/2012 report at the January 15, 2013 Board meeting.

**Funding Source/Cost**

Parcel Tax 2011/2012 Revenues/\$4,290,229

**NUSD**  
**Parcel Tax - \$251/Parcel**  
**Comparison of the 2011/12 Unaudited Actuals and 2012/13 Budget as of September 26, 2012**

DESCRIPTION:	COL. 1 2011/12 Actuals 6/30/2012	COL. 2 2012/13 Operating Budget	Col. 3) Difference (Col. 1 minus Col. )
<b>A. Revenue:</b>	<b>\$251/Parcel</b>	<b>\$251/Parcel</b>	
Parcel Tax Revenue                      17,027 Parcels / 17,073 Parcels	\$4,273,710	\$4,285,323	\$11,613
Interest Earnings	\$16,519	\$4,000	-\$12,519
<b>Total Revenues</b>	<b>\$4,290,229</b>	<b>\$4,289,323</b>	<b>-\$906</b>
<b>B. Expenditure:</b>			
Allocated to Sites/Departments	\$2,611,935	\$2,765,977	\$154,042
Fee collection expense	\$33,867	\$36,000	\$2,133
<b>Total Expenditures</b>	<b>\$2,645,802</b>	<b>\$2,801,977</b>	<b>\$156,175</b>
<b>C. Other Sources/Uses - Contribution to Unrestricted:</b>	<b>\$1,744,285</b>	<b>\$1,722,299</b>	<b>-\$21,986</b>
Contribution - Attract and Retain Staff	\$1,444,285	\$1,422,299	
Contribution - K-3 CSR	\$300,000	\$300,000	
<b>D Total Expenditures (B.) plus Other Sources (C.)</b>	<b>\$4,390,087</b>	<b>\$4,524,276</b>	<b>\$134,189</b>
<b>E. Excess (Deficiency) revenues over expenditures :</b> (A. minus D.)	<b>-\$99,857</b>	<b>-\$234,953</b>	<b>-\$135,096</b>
<b>F. Beginning Balance:</b>	<b>\$1,221,386</b>	<b>\$1,121,528</b>	
<b>G Ending Balance: (E. plus F.)</b>	<b>\$1,121,528</b>	<b>\$886,575</b>	<b>-\$234,953</b>

NUSD  
Parcel Tax - \$251/Parcel  
Resource 9050  
2011/12 Parcel Tax Actuals as of September 26, 2012

Description	Column 1 District wide Fees/ Secondary \$7/ADA + C/O	Column 2 Regular Ed Instruction District CSR Staff	Column 3 Regular Ed Library District Library Staff	Column 4 Regular Ed Library Various Software, etc.	Column 5 Regular Ed Counseling District Couns Staff	Column 6 Note 1 Athletics/ Coaches	Column 7 Computer Ed Technology District Tech Staff	Column 8 Elem Music/ Secondary Performing Arts	Column 9 Note 2 & 3 Contribution to the Unrestricted General Fund	Column 10 Total
Administrative Fee	\$33,867									\$33,867
Information Technology							\$211,680			\$211,680
District-Wide		\$13,542				\$9,000	\$25,000		\$300,000	\$347,542
Hamilton			\$38,448					\$53,175		\$91,622
Loma Verde			\$38,602							\$38,602
Lu Sutton			\$39,329							\$39,329
Lynwood			\$40,484							\$40,484
Olive			\$40,742							\$40,742
Pleasant Valley			\$42,178							\$42,178
Rancho			\$34,988							\$34,988
San Ramon			\$32,639							\$32,639
Elem Sch District-Wide				\$8,970				\$166,991	\$1,444,285	\$1,620,246
San Jose	\$1,930		\$36,571		\$116,454			\$99,959		\$254,914
Sinaloa	\$2,076		\$38,353		\$144,974			\$75,222		\$260,625
Marin Oaks	\$1,666				\$56,705					\$58,371
Novato	\$8,667	\$92,416	\$43,264		\$204,244	\$220,414		\$81,395		\$650,401
San Marin	\$3,914	\$25,150	\$35,638		\$209,908	\$211,982		\$64,566		\$551,159
Alternative Ed Center			\$40,316							\$40,316
High Sch-Other Fees										\$0
Nova	\$385									\$385
<b>Total Allocations</b>	<b>\$52,505</b>	<b>\$131,107</b>	<b>\$501,551</b>	<b>\$8,970</b>	<b>\$732,285</b>	<b>\$441,396</b>	<b>\$236,680</b>	<b>\$541,308</b>	<b>\$1,744,285</b>	<b>\$4,390,087</b>
<b>Total FTE</b>	<b>n/a</b>	<b>1.6000</b>	<b>10.5625</b>	<b>n/a</b>	<b>8.2125</b>	<b>88 Coaches .80 FTE AD</b>	<b>4.00</b>	<b>7.1000</b>	<b>26.84</b>	<b>59.1102</b>

Note 1: Prior to the 2009/2010 fiscal year, Athletics were in the unrestricted, General Fund budget. With the passage of the Parcel Tax in June 2009, these expenditures were moved to Parcel Tax

Note 2: Since passage of the Parcel Tax in June 2009 the unrestricted general fund has received a contribution from the Parcel Tax program. The contribution is \$1,744,285; it funds 1.60 FTE K-3 CSR teaching positions; \$235,000 is used to attract and retain staff, and \$1,405,285 is used to offset the shortfall in State Revenue Limit funding. Since 2008-09, NUSD has lost approximately \$39 million dollars in revenue limit funding.

Note 3: To quantify the number of teacher positions (FTE) funded through the shift of revenues (contribution), \$1,744,285 has been divided by \$65,000 (salary/benefit costs per 1.0 FTE) for a total of 26.84 FTE

It should also be noted:

On February 7th, the District settled contract negotiations with the Classified Bargaining Unit members; an on-going 1% percent increase (retroactive to 7/1/2011) was added to the salary schedule plus each classified bargaining unit member received a \$300 or \$600 one-time stipend (depending upon FTE)

The District entered into contract with AIMS.net for \$25,000 for technology support services

NUSD  
Parcel Tax Projection  
2011/12 Unaudited Actuals  
September 26, 2012

REVENUES/EXPENDITURES	Note (1) ACTUALS 2005/06	ACTUALS 2006/07	ACTUALS 2007/08	ACTUALS 2008/09	ACTUALS 2009/10	ACTUALS 2010/11	ACTUALS 2011/12	PROJECT. 2012/13	PROJECT. 2013/14	PROJECT. 2014/15	TOTAL
<b>A. Available Revenues</b>	2,446,617	2,349,837	2,812,921	2,796,230	4,294,002	4,316,029	4,290,229	4,289,323	4,284,159	4,271,463	36,150,810
<i>Parcel Tax Revenues</i>			2,758,090	2,767,668	4,280,403	4,308,371	4,273,710	4,285,323	4,278,159	4,267,463	
<i>Interest Earnings</i>			54,831	28,562	13,599	7,658	16,519	4,000	6,000	4,000	
<b>B. Current Year Costs</b>	1,882,135	2,020,091	2,110,390	2,303,404	2,539,784	2,653,986	2,645,802	2,801,977	2,850,933	2,900,756	24,709,259
<i>Staff - Step/Column</i>			2,049,422	2,250,207	2,318,135	2,423,048	2,378,290	2,545,472	2,590,018	2,635,343	
<i>Other Allocations</i>			29,998	17,342	186,426	197,321	233,645	220,505	224,915	229,413	
<i>Fees</i>			30,970	35,855	35,223	33,618	33,867	36,000	36,000	36,000	
<b>C. Other Sources/Uses - Contrib. to Unrestricted:</b>	0	0	514,314	575,285	1,731,300	1,731,300	1,744,285	1,722,299	1,773,968	1,827,187	11,619,938
<i>Contrib.-Attract/Retain</i>			235,000	235,000	1,687,187	1,687,187	1,744,285	1,722,299	1,773,968	1,827,187	
<i>Contrib. -K-3 CSR</i>			279,314	340,285	44,113	44,113					
<b>D. Total Exp. (B) + Other Sources(C.)</b>	1,882,135	2,020,091	2,624,704	2,878,689	4,271,084	4,385,286	4,390,087	4,524,276	4,624,901	4,727,943	36,329,197
<b>E. Surplus/-Deficit (A. minus D.)</b>	564,482	329,746	188,217	-82,459	22,918	-69,257	-99,858	-234,953	-340,742	-456,480	-178,386
<b>RESERVES</b>	<b>2005/06</b>	<b>2006/07</b>	<b>2007/08</b>	<b>2008/09</b>	<b>2009/10</b>	<b>2010/11</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>TOTAL</b>
<b>F. Beginning Balance</b>	267,739	832,221	1,161,967	1,350,184	1,267,725	1,290,643	1,221,386	1,121,528	886,575	545,833	267,739
<b>G. Ending Balance (E. plus F.)</b>	<b>832,221</b>	<b>1,161,967</b>	<b>1,350,184</b>	<b>1,267,725</b>	<b>1,290,643</b>	<b>1,221,386</b>	<b>1,121,528</b>	<b>886,575</b>	<b>545,833</b>	<b>89,353</b>	<b>89,353</b>

Reduce Parcel Tax Revenues by .25% each year beginning 11/12 to account for aging population

Note (1) 2005/2006 is total includes "old" and "new" parcel taxes