



San Diego County
Local Agency Formation Commission
 Regional Service Planning | Subdivision of the State of California

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AGENDA REPORT
 Consent | Action

August 1, 2022

TO: Commissioners

FROM: Keene Simonds, Executive Officer
 Erica Blom, Executive Assistant

SUBJECT: Proposed Budget Amendments for 2022-2023 and Related Actions

SUMMARY

The San Diego County Local Agency Formation Commission (LAFCO) will consider proposed amendments to accommodate transactions involving a two-year planning grant award from the Department of Conservation. The proposed amendments involve increasing the budget for both expenses and revenues by \$0.216 million from \$2.045 million to \$2.261 million to transact grant monies to track agricultural trends in San Diego County. The proposed amendments have been coordinated with the County of San Diego Auditor’s Office and presented for Commission approval along with a related action to rescind a previously authorized special revenue fund as detailed.

BACKGROUND

Adopted Budget

San Diego LAFCO’s adopted budget for 2022-2023 totals \$2.045 million. This amount represents the total approved and matching expenses and revenues for the fiscal year.

<p>Administration Keene Simonds, Executive Officer 2550 Fifth Avenue, Suite 725 San Diego, California 92103 T 619.321.3380 www.sdlafco.org lafco@sdcounty.ca.gov</p>	<p>Chair Jim Desmond County of San Diego</p> <p>Joel Anderson County of San Diego</p> <p>Nora Vargas, Alt. County of San Diego</p>	<p>Vice Chair Paul McNamara City of Escondido</p> <p>Mary Casillas Salas City of Chula Vista</p> <p>Kristi Becker, Alt. City of Solana Beach</p>	<p>Chris Cate City of San Diego</p> <p>Marni von Wilpert, Alt. City of San Diego</p>	<p>Jo MacKenzie Vista Irrigation</p> <p>Barry Willis Alpine Fire Protection</p> <p>David Drake, Alt. Rincon del Diablo</p>	<p>Andy Vanderlaan General Public</p> <p>Harry Mathis, Alt. General Public</p>
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Grant Award

San Diego LAFCO was awarded a \$0.250 million two-year planning grant from the Department of Conservation to identify and track local agricultural trends. The application was submitted in collaboration with the Resource Conservation District of Greater San Diego County with the Commission serving as lead. Notice of the grant approval was received in January 2021 with associated vendor work commencing in late 2021.

Authorization to Establish Special Revenue Fund to Transact Grant Monies

San Diego LAFCO authorized the establishment of a special revenue fund to transact monies associated with the above-referenced planning grant in April 2022. The authorization followed a staff recommendation and done so to proceed forward with depositing and expending grant monies with the Auditor's Office without affecting the adopted budget. The recommendation followed staff's discussions with its outside accountant and premised on segregating the grant monies away from LAFCO's general fund.

DISCUSSION

This item is for San Diego LAFCO to consider proposed amendments for 2022-2023 to account for awarded grant monies from the Department of Conservation. The amendments serve as an alternative to utilizing a special revenue fund previously authorized by the Commission and involve increasing both expenditures and revenues by \$0.216 million. This amount represents the amount of the grant work set for 2022-2023. The Commission will also consider rescinding its establishment of the referenced special revenue fund.

ANALYSIS

The proposed amendments before San Diego LAFCO conforms to the County Auditor's procedures with respect to transacting grant monies involving pass-throughs (revenues and expenses) in departments' general funds without exceeding budgeted appropriations. Rescinding the special revenue fund previously authorized by the Commission is also appropriate given this redirected approach in transacting grant monies.

RECOMMENDATION

It is recommended San Diego LAFCO approve budget amendments for 2022-2023 and related actions as specified in the preceding sections. This recommendation is consistent and further prescribed as Alternative One outlined below.

ALTERNATIVES FOR ACTION

The following alternatives are available to San Diego LAFCO through a single motion:

Alternative One (recommended):

1. Approve the following budget amendments for 2022-2023
 - (a) Amend and increase budgeted monies in the Non-Operating Expense Unit from \$37,388 to \$252,888; a difference of 215,500.
 - (b) Amend and increase budgeted monies in the Non-Operating Revenue Unit from \$55,898 to \$271,398; a difference of 215,500.
2. Rescind authorization made on April 4, 2022 to establish a special revenue fund.

Alternative Two:

Continue to a future meeting and provide direction to staff with respect to any additional analysis or information requested.

PROCEDURES

This item has been placed on the agenda as part of the consent calendar. Accordingly, a successful motion to approve the consent calendar will include taking affirmative action on the staff recommendation as provided unless otherwise specified by the Commission.

Respectfully,



Keene Simonds
Executive Officer

Attachment:

- 1) 2022-2023 Proposed Amended Budget – Changes in Red

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San Diego County Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

EXPENSES	FY 2020-2021			FY 2021-2022			FY 2022-2023	
	Final	Amended	Actuals	Final	Amended	Projected	Final	Amended
Salaries and Benefits Unit								
<u>Account No.</u>	<u>Description</u>							
51110-51310	763,339	841,000	851,062	756,365	701,365	734,374	786,510	786,510
51410	272,668	316,593	293,416	301,077	301,077	246,319	275,694	275,694
51415	10,977	10,977	9,944	9,164	9,164	7,850	9,030	9,030
51421	41,998	41,998	38,804	37,655	37,655	33,118	-	-
51450	55,613	55,613	61,062	55,934	55,934	51,252	55,537	55,537
51510-51550	103,116	103,116	116,261	130,169	130,169	103,661	125,476	125,476
51560	2,000	2,000	239	2,000	2,000	750	2,000	2,000
	1,249,711	1,371,297	1,370,788	1,292,364	1,237,364	1,177,323	1,254,248	1,254,248
Services and Supplies Unit								
<u>Account No.</u>	<u>Description</u>							
52074	3,636	3,636	6,937	6,336	6,336	6,974	12,961	12,961
52138	-	-	10,576	10,788	10,788	12,402	12,402	12,402
52178	980	980	646	980	980	951	980	980
52182	1,000	1,000	112	500	500	250	500	500
52270	25,413	18,182	17,261	25,510	25,510	22,601	30,248	30,248
52304	50	50	25	50	50	146	50	50
52330	7,420	7,420	6,064	6,420	6,420	9,556	8,211	8,211
52332	500	500	22	250	250	99	250	250
52334	10,000	10,000	7,916	8,000	8,000	22,764	15,000	15,000
52336	2,000	2,000	437	2,000	2,000	-	2,000	2,000
52338	50	50	-	50	50	-	50	50
52344	15,800	15,800	6,692	14,300	69,300	59,435	14,600	14,600
52354	10,000	10,000	7,156	10,000	10,000	9,471	10,000	10,000
52370	190,094	190,094	192,297	199,740	199,740	265,000	270,960	270,960
52490	4,650	4,650	15,118	4,650	4,650	16,346	4,650	4,650
52504	6,600	6,600	6,477	6,600	6,600	5,916	6,600	6,600
52530	84,764	84,764	109,094	89,764	89,764	97,130	137,868	137,868
52550	91,507	50,904	40,739	75,346	75,346	36,871	72,466	72,466
52562	-	-	1,112	-	-	49	-	-
52566	1,000	1,000	-	500	500	1,023	500	500
52602	2,000	2,000	-	500	500	-	500	500
52610	4,500	4,500	2,364	3,000	3,000	4,000	2,700	2,700
52612	9,700	9,700	7,200	8,700	8,700	7,969	8,700	8,700
52622	19,925	-	-	5,000	5,000	-	16,050	16,050
52721	30,000	30,000	31,162	30,000	30,000	43,240	26,553	26,553
52723	45,000	29,006	28,752	40,000	40,000	29,490	29,015	29,015
52725+28	20,000	20,000	19,575	20,000	20,000	20,421	40,146	40,146
52732	25,000	43,000	46,459	25,000	25,000	42,310	21,488	21,488
52734	3,000	3,000	2,274	3,000	3,000	2,358	2,331	2,331
52750	45,000	10,532	8,776	45,000	45,000	3,926	3,748	3,748
52758	2,000	2,000	1,986	2,000	2,000	1,986	2,000	2,000
	661,589	561,368	559,716	643,984	698,984	722,683	753,528	753,528

EXPENSES CONTINUED...		FY 2020-2021			FY 2021-2022			FY 2022-2023	
		Final	Amended	Actuals	Final	Amended	Projected	Final	Amended
Non Operating Unit									
<u>Account No.</u>	<u>Description</u>								
51421	Debt Service: OPEB Obligation Bonds	-	-	-	-	-	-	37,388	37,388
53585	Equipment Depreciation	2,500	2,500	2,500	2,500	2,500	2,500	-	-
TBD	Grant Award Payments	-	-	-	-	-	-	-	215,500
54955-54961	Fixed Assets	2,500	2,500	-	2,500	2,500	-	-	-
		<u>5,000</u>	<u>5,000</u>	<u>2,500</u>	<u>5,000</u>	<u>5,000</u>	<u>2,500</u>	<u>37,388</u>	<u>252,888</u>
	EXPENSE TOTALS	1,916,300	1,937,665	1,933,004	1,941,348	1,941,348	1,902,506	2,045,164	2,260,664

REVENUES		FY 2020-2021			FY 2021-2022			FY 2022-2023	
		Final	Amended	Actuals	Final	Amended	Projected	Final	Amended
Intergovernmental Unit									
<u>Account No.</u>	<u>Description</u>								
45918.1	Apportionments County	483,914	483,914	483,914	483,914	483,914	483,914	515,479	515,479
45918.2	Apportionments Cities (less SD)	483,914	483,914	483,914	483,914	483,914	483,914	515,479	515,479
45918.3	Apportionments City of San Diego	241,957	241,957	241,957	241,957	241,957	241,957	257,830	257,830
45918.4	Apportionments Special Districts	483,914	483,914	483,914	483,914	483,914	483,914	515,479	515,479
		<u>1,693,700</u>	<u>1,693,700</u>	<u>1,693,700</u>	<u>1,693,700</u>	<u>1,693,700</u>	<u>1,693,700</u>	<u>1,804,266</u>	<u>1,804,266</u>
Service Charges Unit									
<u>Account No.</u>	<u>Description</u>								
46234	Application Fees	130,000	130,000	223,585	150,000	150,000	190,000	170,000	170,000
		<u>130,000</u>	<u>130,000</u>	<u>223,585</u>	<u>150,000</u>	<u>150,000</u>	<u>190,000</u>	<u>170,000</u>	<u>170,000</u>
Earnings Unit									
<u>Account No.</u>	<u>Description</u>								
44105	Interest and Dividends	20,000	20,000	8,132	15,000	15,000	7,622	15,000	15,000
		<u>20,000</u>	<u>20,000</u>	<u>8,132</u>	<u>15,000</u>	<u>15,000</u>	<u>7,622</u>	<u>15,000</u>	<u>15,000</u>
Non-Operating Unit									
<u>Account No.</u>	<u>Description</u>								
TBD	Grant Awards	-	-	-	-	-	-	-	215,500
47540	Transfer from Fund Balance	72,600	72,600	72,600	82,648	82,648	82,648	55,898	55,898
		<u>72,600</u>	<u>72,600</u>	<u>72,600</u>	<u>82,648</u>	<u>82,648</u>	<u>82,648</u>	<u>55,898</u>	<u>271,398</u>
	REVENUE TOTALS	1,916,300	1,916,300	1,998,017	1,941,348	1,941,348	1,973,970	2,045,164	2,260,664

OPERATING NET		65,013		71,464		-
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FUND BALANCE (unrestricted)		audited	audited	
Committed				
... Stabilization		250,000	250,000	250,000
... Opportunity		300,000	300,000	300,000
Assigned by EO		125,000	125,000	125,000
Unassigned		<u>904,086</u>	<u>892,901</u>	<u>837,003</u>
		1,579,086	1,567,901	1,512,003