



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

6a

AGENDA REPORT
 Public Hearing

March 1, 2021

TO: Commissioners
FROM: Keene Simonds, Executive Officer
SUBJECT: Adoption of a Draft Workplan and Budget for 2021-2022

SUMMARY

The San Diego County Local Agency Formation Commission (LAFCO) will consider recommendations from the Executive Officer in adopting a draft workplan and budget for 2021-2022. The draft workplan outlines 30 specific project goals ranging in priority from “high” to “low” with several continued from the current fiscal year. The draft budget draws on the workplan and tallies \$1.941 million in operating expenses, which represents a net increase of 1.3% and largely tied to adjustments in employee benefit costs. A matching amount of revenues are also budgeted with one notable internal distinction; agency contributions are set to decrease by (3.7%) with the aid of drawing down reserves by one-tenth to help cover operating expenses. The draft budget and use of reserves would produce an overall projected change in the unrestricted fund balance from \$1.462 to \$1.317 million. Adoption of the draft will precede a formal public review and conclude with final actions in May.

BACKGROUND

Annual Budget Process

San Diego LAFCO is responsible under State law to adopt a proposed (draft) budget by May 1st and a final budget by June 15th. A mandatory review by all local funding agencies is required between the two adoption periods. State law also specifies the draft and final budgets shall be equal to the budget adopted for the previous fiscal year unless LAFCO formally finds any reduced costs will allow the membership to meet its regulatory and planning duties.

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Prescriptive Funding Sources

State law mandates operating costs for LAFCOs shall be annually funded among their represented agency membership categories. San Diego LAFCO's operating costs, accordingly, are divided among four distinct membership categories with the largest apportionment assigned to the County of San Diego at 28.6%. The independent special districts and cities less the City of San Diego are also apportioned funding percentages of 28.6% with individual amounts divided thereafter based on total revenue shares in the most recently completed fiscal year. The City of San Diego – and based on special legislation providing the City a dedicated seat on LAFCO – is responsible for the remaining 14.3% of annual operating costs.

DISCUSSION

This agenda item is for San Diego LAFCO to consider recommendations from the Executive Officer in adopting a draft (a) workplan and (b) budget for the upcoming fiscal year. Adoption of these documents would immediately precede a formal public review and comment period – including providing notice to all 77 local funding agencies – with final actions scheduled for the May meeting. A summary discussion of the main components underlying both the draft workplan and operating budget follows.

Summary |

Draft Workplan in 2021-2022

The draft workplan draws on a review of San Diego LAFCO needs and goals by the Executive Officer and ahead of receiving input and direction from the Commission. It outlines 30 specific projects divided between statutory (legislative directives) and administrative (discretionary matters) activities. The projects include both new and existing tasks continued from the current fiscal year and sequentially listed as high, high-moderate, moderate, moderate-low, or low priority. A summary of all high priority projects follows with the entire listing provided as part of Attachment One (Exhibit A).

- No. 1 | MSR-SOI for the Fallbrook-Rainbow Region (Continued)
This project is drawn from the adopted study schedule and involves completing a municipal service review in the Fallbrook-Rainbow region and the four agencies under the Commission's oversight: Fallbrook Public Utility District; Rainbow Municipal Water District; San Luis Rey Municipal Water District; and North County Fire Protection District. The municipal service review will inform subsequent sphere of influence updates as well as precede consideration of three separate reorganizations already on file.
- No. 2 | Fallbrook and Rainbow Ad Hoc Advisory Committee (Continued)
This project commenced in late 2020 and involves coordinating the work of the 10-member Ad Hoc Advisory Committee established by the Commission involving reorganization proposals filed by Fallbrook Public Utility District and Rainbow Municipal Water District to separately detach from County Water Authority. Specific tasks include facilitating the Ad Hoc's prescribed role to assist in the administrative reviews of both proposals as well as oversee related work by an outside consultant.

- No. 3 | Office Space Needs and Possible Relocation (New)
This project involves exploring long-term office space needs in conjunction with LAFCO's lease with the County of San Diego for administrative space at the Operations Center in Kearny Mesa expiring in late August 2021. The project is expected to commence in early Spring 2021 and will explore both purchase and lease options.
- No. 4 | MSR-SOI for the Escondido Region – Part II (Continued)
This project is drawn from the adopted study schedule and involves preparing the second part of a two-part municipal service review on the Escondido region and specific to the City of Escondido; the other agencies (Rincon del Diablo Municipal Water District and Deer Springs Fire Protection District) were included in the recently completed Part I. The municipal service review will inform subsequent sphere of influence updates for all agencies in the region as well as a pending reorganization filing involving the Harvest Hills (formerly Safari Highlands) project. A governance study for the region is also expected to follow the completion of this project at a later date.
- No. 5 | Legislative Proposal to Clarify LAFCOs' Role in Government Code 56133 (New)
This project involves sponsoring and/or otherwise facilitating a legislative amendment to clarify LAFCOs' authority to determine when local agencies require Commission approval to provide extraterritorial services by contract and when statutory exemptions apply. The project draws on recent direction by the Commission and addresses a known concern with local agencies self-exempting themselves in establishing extraterritorial services that subsequently lead to conflict with LAFCO and/or other local agencies.
- No. 6 | Policy Review on Rule No. 4 (Continued)
This project involves completing a scheduled review and update on Rule No. 4 and its provisions to guide the Commission to identify, establish, and regulate special district service functions and classes. This project commenced in the current fiscal year and follows a recommendation by the Special Districts Advisory Committee to update LAFCO's policies and procedures to reflect current municipal service practices.
- No. 7 | MSR-SOI for Oceanside/Carlsbad Region (Continued)
This project is drawn from the adopted study schedule and involves completing a regional municipal service review for the Oceanside/Carlsbad region and the four agencies under the Commission's oversight: City of Oceanside; City of Carlsbad; Carlsbad Municipal Water District; and Morro Hills Community Services District. The municipal service review is timed to parallel a study on the Encinitas region and will inform subsequent sphere of influence updates.
- No. 8 | MSR-SOI for Encinitas Region (Continued)
This project is drawn from the adopted study schedule and involves completing a regional municipal service review for the Encinitas region and the four agencies under the Commission's oversight: City of Encinitas; Leucadia Wastewater District; Olivenhain Municipal Water District; and San Dieguito Water District. The municipal service review is

timed to parallel a study on the Oceanside/Carlsbad region and will inform subsequent sphere of influence updates.

- **No. 9 | English to Spanish Translation (new)**

This project involves establishing procedures and practices to proactively translate pertinent LAFCO documents from English to Spanish through a professional service provider. The project responds to evolving emphasis in LAFCO statute to expand community outreach to accommodate and engage non-English language residents and premised in focusing on municipal service reviews given their regional scale/scope.

- **No. 10 | 2020-2021 Audit (ongoing)**

This project involves coordinating an outside audit of LAFCO's financial statements for 2020-2021 with the specific goal of completing by the end of the 2021 calendar year and in doing so remain ahead of the preparation of the 2022-2023 operating budget.

Summary |

Draft Budget in 2021-2022

The proposed operating budget developed by the Executive Officer in conjunction with funding the referenced workplan sets expenses at \$1.941 million; a net increase of \$25,048 or 1.3% over the current fiscal year. The operating expense total is divided between labor and non-labor costs at an approximate 67-to-33 percent split. Most of the expense increase ties to employee benefits and marked by employer pension contributions rising by 10% as independently determined by the San Diego County Employee Retirement Association. Notwithstanding the overall increase, several cost-savings measures are reflected in the draft budget and most notably includes suspending a previously approved 2.0% cost-of-living adjustment for all employees. Purposeful cuts in all travel and training accounts as well as an estimated reduction in overhead costs charged by the County also helps limit the overall change in the operating budget. A matching amount of revenues is budgeted with one notable internal distinction. This distinction involves decreasing agency contributions by (\$62,552) or (3.7%) through the utilization of 10% in LAFCO's reserves to help cover general operating costs during the fiscal year. A general ledger outlining all proposed expenses and revenues is provided as part of Attachment One (Exhibit B).

ANALYSIS

The draft workplan for 2021-2022 is expanded from previous fiscal-years to outline 30 specific project goals that responsively addresses San Diego LAFCO's regulatory and planning responsibilities in context to local conditions. This expansion in volume accommodates several current and meritorious projects that are expected to extend into the new fiscal year, including several high priority municipal service reviews in North County. Several new projects are also accommodated in the expanded workplan. New high priority projects include proceeding with sponsoring a legislative proposal to clarify LAFCOs' authority in overseeing extraterritorial services (No. 5) and proactively establishing practices to translate key LAFCO documents for Spanish-speaking residents (No. 9).

The draft budget supports the workplan and maintains core resources and marked by preserving staffing levels at 8.0 fulltime employees. This core resource retention underlies overall expenses increasing by 1.3% from \$1.916 million to \$1.941 million and largely attributed to changes in employee benefit costs that are outside the Commission's direct control. However, and while staffing levels remain intact, the draft budget purposefully incorporates several other cost-saving measures to curb overall expenses given COVID-19 and its ongoing financial impacts on funding agencies and specifically the cities given the loss in sales and transient occupancy taxes. Cost-saving measures reflected in the draft budget include:

- Suspending a previously authorized 2.0% cost-of-living adjustment for all employees. The Commission will be presented with a confirming resolution at a future meeting with discretion to determine when to lift the suspension.
- Cutting nearly all training and travel costs with remaining funding dedicated to the continued onboarding of a new employee. All costs typically budgeted in participating in CALAFCO activities (conference, workshop, etc.) have been cut.

None of the cost-savings measures included in the proposed budget would substantively impact service levels as measured by processing applicant proposals and producing State-required studies in a timely manner. Other cost-savings measures are available but would lead to more substantive impacts – directly or indirectly – on service levels. Accordingly, the following alternatives are presented for additional consideration.

- Should it be the direction of the Commission to achieve a no-increase budget, staff would recommend also eliminating valued but non-critical services involving membership with CALAFCO and all training and travel expenses. It would also be recommended to reduce outside consultant usage by 15% and eliminating all professional planning support.
- Should it be the direction of the Commission to achieve an overall reduction in expenses by (5.0%), staff would also recommend one of two personnel changes. The first option would involve a furlough to reduce all employees' schedules from 10 to 9 workdays every two weeks. The second option would involve direction to the Executive Officer to make position-specific changes.
- A separate and more holistic approach for Commission consideration to achieve an overall reduction in expenses in the long view is to establish an early retirement and/or separation incentive plan for qualifying employees.

With respect to revenues, a matching amount of funds is provided in the draft budget at \$1.941 million with more than nine-tenths collected from new agency apportionments, application fees, and interest earnings. The remaining amount of budgeted revenues – are drawn from reserves and done so purposefully to produce an overall decrease in the amount of new agency contributions over the current fiscal year at (3.7%). Staff believes using close to 10% of reserves to help cover day-to-day operating expenses is appropriate due to COVID-19 while

also noting the remaining fund balance and specifically the unassigned portion at the end of 2021-2022 would equal 39% of operating costs and above the 33% policy requirement.

RECOMMENDATION

It is recommended San Diego LAFCO approve the draft workplan and budget as presented with any desired changes. This recommendation is consistent with taking the actions identified in the proceeding section as Alternate One with ancillary.

ALTERNATIVES FOR ACTION

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

Alternative One (recommended):

- (a) Adopt the attached resolution provided as Attachment One approving the draft workplan (Exhibit A) and draft budget (Exhibit B) for 2021-2022 with any desired changes and direct staff to circulate for public review and comment.
- (b) Direct the Executive Officer to return with a conforming resolution to suspend the Commission's earlier action to approve a 2.0% cost-of-living adjustment for employees for adoption on April 5, 2021.
- (c) Direct the Executive Officer to work with Commission Counsel and return with a conforming resolution to authorize the creation and implementation of an early employee separation and/or retirement incentive plan.

Alternative Two:

Continue consideration of the item to its next regular meeting.

PROCEDURES FOR CONSIDERATION

This item has been placed on the agenda for action as part of a noticed public hearing. The following procedures, accordingly, are recommended in the Commission's consideration.

- 1) Receive verbal report from staff unless waived.
- 2) Invite initial questions or clarification requests from the Commission.
- 3) Open the hearing and invite comments from the public.
- 4) Close the public hearing, discuss item, and consider recommendation.

Respectfully,



Keene Simonds
Executive Officer

Attachments:

- 1) Draft Resolution
 - Exhibit A: Draft Workplan
 - Exhibit B: Draft Budget

RESOLUTION No. ____

SAN DIEGO COUNTY LOCAL AGENCY FORMATION COMMISSION

**ADOPTING A PROPOSED WORKPLAN AND BUDGET
FISCAL YEAR 2021-2022**

WHEREAS, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 requires the San Diego County Local Agency Formation Commission (“Commission”) to perform certain regulatory and planning duties in facilitating efficient and accountable local government; and

WHEREAS, the Commission is required to annually adopt proposed and final budgets by May 1st and June 15th, respectively; and

WHEREAS, the Executive Officer has prepared a written report and recommendations on a proposed workplan and budget for 2021-2022; and

WHEREAS, the Commission has heard and fully considered all the evidence on a proposed workplan and budget for 2021-2022 presented at a public hearing held on March 1, 2021;

WHEREAS, the adoption of a workplan and budget are not projects under the California Environmental Quality Act.

NOW, THEREFORE, THE COMMISSION DOES HEREBY RESOLVE, DETERMINE, AND ORDER as follows:

1. The proposed workplan for 2021-2022 shown as Exhibit A is APPROVED.
2. The proposed budget for 2021-2022 shown as Exhibit B is APPROVED.
3. The Executive Officer is directed to circulate copies of the approved workplan and operating budget for public review and comment – including notice all LAFCO funding agencies – and return with a final workplan and budget no later than June 15, 2021.

The foregoing resolution was duly and regularly adopted by the Commission at a public hearing held on March 1, 2021 by the following vote:

Yes: _____

No: _____

Abstain: _____

Attest:

Keene Simonds
Executive Officer

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San Diego County Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

2021-2022 Workplan

Introduction:

Local Agency Formation Commissions' (LAFCOs) operate under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2001 ("CKH") and are delegated regulatory and planning responsibilities by the Legislature to oversee the formation and subsequent development of local government agencies and their municipal service areas. Common regulatory functions include approving jurisdictional changes (annexations, detachments, etc.) and outside service requests. Common planning functions include preparing studies to independently evaluate the availability, performance, and need for municipal services and establishing and updating spheres of influence – which are the Legislature's version of urban growth boundaries and gatekeepers to future jurisdictional changes – for all cities and special districts. All regulatory and planning activities undertaken by LAFCOs may be conditioned and must be consistent with policies and procedures.

Objective:

This document represents San Diego LAFCO's ("Commission") formal 2021-2022 Workplan. The Workplan draws on the recommendations of the Executive Officer as vetted and approved by the Commission. The Workplan is divided into two distinct categories – statutory and administrative – with sequential priority rankings: high; moderate; or low. The underlying intent of the Workplan is to serve as a management tool to allocate Commission resources in a transparent manner over the 12-month period. Further, while it is a stand-alone document, the Workplan should be reviewed in relationship to the adopted operating budget given the planned goals and activities are facilitated and or limited accordingly. Additionally, and as needed, the Commission reserves discretion to amend the Workplan during the fiscal year to address changes in resources and or priorities and to carry-forward projects into subsequent years.

Executive Summary:

The 2021-2022 Workplan continues to guide the Commission to prioritize resources in addressing statutory duties and responsibilities. This includes continuing work on existing projects established – but not yet completed – from earlier fiscal years and marked by completing municipal service reviews in north and coastal communities. Several projects are also included to expand the scope and effectiveness of LAFCO's outreach efforts and marked by establishing professional translation services to better engage Spanish-speaking members of the public. Planned policy updates include addressing city island annexation criterion, special district service functions and classes, and environmental justice.

Priority	Level	Type	Project	Description and Key Issues
Ongoing	...	Statutory	Applicant Proposals and Requests	LAFCO will prioritize its available resources to address proposals involving boundary changes and outside service requests
Ongoing	...	Administrative	Targeted LAFCO Presentations	LAFCO will prioritize public outreach and agency interactions; emphasis on informing stakeholders ahead of MSR work
1	High	Statutory	MSR Fallbrook-Rainbow Region	Complete the scheduled review of Fallbrook PUD, Rainbow MWD, San Luis Rey MWD, & North County FPD
2	High	Administrative	Fallbrook and Rainbow Ad Hoc Committee	Complete the work of the Ad Hoc Committee in assisting in the administrative review of the associated reorganization proposals
3	High	Administrative	Office Space Needs and Possible Relocation	Review long-term office space needs and options and make appropriate accommodations ahead of current lease expiring in September 2021
4	High	Statutory	MSR Escondido Region Part II	Complete the scheduled review of the City of Escondido; follows completion of Part I (Rincon del Diablo MWD and Deer Springs FPD) in 2019-2020
5	High	Administrative	Legislative Proposal G.C. 56133	Sponsor and/or otherwise facilitate an amendment to clarify LAFCOs' determine when local agencies require formal approval to provide outside services
6	High	Statutory	Policy Review Commission Rule No. 4	Complete a comprehensive update to Rule No. 4 and its provisions to identify and establish special districts' service functions and classes
7	High	Statutory	MSR Oceanside and Carlsbad Region	Complete scheduled reviews of the Cities of Oceanside and Carlsbad as well as Carlsbad MWD and Morro Hills CSD (coordinate with Encinitas region)
8	High	Statutory	MSR Encinitas Region	Initiate and complete scheduled reviews of the City of Encinitas and Leucadia WWD, Olivenhain MWD, and San Dieguito WD (coordinate with Oceanside region)
9	High	Administrative	English to Spanish Translation	Establish procedures and practices to translate key documents for Spanish language residents to enhance community outreach efforts
10	High	Administrative	2020-2021 Audit	Complete outside audit of financial statements for 2020-2021 for and ensure consistency with accounting standards by December 2021
11	High-Moderate	Statutory	2022-2023 Workplan and Budget	Adopt proposed and final workplan and budgets documents by March and May 2022, respectively and with the service of a Budget Committee (new)
12	High-Moderate	Statutory	MSR San Marcos Region	Complete the scheduled reviews of the City of San Marcos, San Marcos FPD, & Vallecitos WD (coordinate with Vista region)
13	High-Moderate	Statutory	MSR Vista Region	Complete the scheduled reviews of the City of Vista, Vista ID, Vista FPD, & Buena SD (coordinate with San Marcos region)
14	High-Moderate	Administrative	Special Districts Advisory Committee	Provide administrative support to the Special Districts Advisory Committee and hold no less than three formal meetings in FY
15	High-Moderate	Administrative	Cities Advisory Committee	Provide administrative support to the Cities Advisory Committee and hold no less than two formal meetings in FY
16	Moderate	Administrative	RCD Ad Hoc Committee	Coordinate work of the Ad Hoc Committee in implementing recommendations included in the final MSR on RCDs in San Diego County (ongoing)
17	Moderate	Administrative	Legislative Proposal RCDs	Facilitate and/or participate in a comprehensive rewrite of RCD law and – among other priorities – clarify service function powers
18	Moderate	Statutory	Policy Review Island Annexations	Consider options to define “substantially surrounded” and provide related mapping to inform update to existing island annexation policies
19	Moderate	Administrative	SALT Grant Ag Trends	Initiate grant award and begin two-year project to identify and track agricultural trends in San Diego County
20	Moderate	Statutory	Policy Establishment Environmental Justice	Consider policy options to address environmental justice in regulatory and planning activities consistent with statutory intent; coordinate with County
21	Moderate-Low	Statutory	MSR Pauma Valley Region	Complete the scheduled review of Pauma MWD, Pauma CSD, Yuima MWD, Mootamai MWD, and Rincon Ranch CSD
22	Moderate-Low	Statutory	Informational Report Mutual Water Companies	Prepare a report identifying private mutual water companies in San Diego County and key service characteristics consistent with AB 54
23	Moderate-Low	Administrative	Social Media	Continue to establish and expand social media presence in communicating and receiving information with the public
24	Moderate-Low	Administrative	SANDAG	Participate in SANDAG's Technical Working Group (TWG) and provide annual update to the Commission on shared interests
25	Moderate-Low	Administrative	Application Procedures	Streamline existing application packet to be more user-friendly; address new statutory requirements
26	Low	Administrative	GIS Mapping Outside Utility Services	Establish a new GIS layer to identify existing outside wastewater and water services approved by the Commission
27	Low	Administrative	Website Enhancement SGMA	Add a dedicated page to the LAFCO website addressing SGMA and related GSA activities in San Diego County
28	Low	Administrative	Website Enhancement Video Discussions	Add video discussions on current LAFCO projects and key duties on the website and cross-connected to social media
29	Low	Administrative	Annual Local Agency Directory	Update and publish an annual local agency directory subject to LAFCO oversight
30	Low	Administrative	SOI/MSR Annual Report	Update and publish an annual report documenting all recorded municipal service review and sphere of influence actions in San Diego County



San Diego County Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

OPERATING EXPENSES

Salaries and Benefits Unit

Account No.	Description	FY 2019-2020		FY 2020-2021		FY 2021-2022		
		Adopted	Actuals	Adopted	Estimates	Proposed	Prior FY Difference \$	Prior FY Difference %
51110-51310	Salaries and Wages	722,780	695,356	763,339	769,295	756,365	(6,974)	-0.9%
51410	Retirement - SDCERA	258,148	255,294	272,668	296,538	301,077	28,408	10.4%
51415	Retirement - Other Post Employment Benefits	10,539	10,165	10,977	11,465	9,164	(1,813)	-16.5%
51421	Retirement - Other Post Employment Benefits' Bonds	40,321	38,219	41,998	43,989	37,655	(4,343)	-10.3%
51450	Payroll Taxes: Social Security and Medicare	53,393	49,698	55,613	52,907	55,934	321	0.6%
51510-51550	Group Insurance: Health and Dental Coverage	100,234	105,031	103,116	112,471	130,169	27,053	26.2%
51560	Unemployment Insurance	3,769	138	2,000	240	2,000	-	0.00
		1,189,184	1,153,901	1,249,712	1,286,904	1,292,364	42,652	3.4%

Services and Supplies Unit

Account No.	Description	FY 2019-2020		FY 2020-2021		FY 2021-2022		
		Adopted	Actuals	Adopted	Estimates	Proposed	Prior FY Difference \$	Prior FY Difference %
52074	Telecommunications	3,600	3,829	3,636	5,235	6,336	2,700	74.3%
52138	General Liability Insurance	-	3,419	-	10,576	10,787	10,787	
52178	Vehicle Fleet - Maintenance	1,500	1,309	980	960	980	-	0.0%
52182	Vehicle Fleet - Fuel	1,000	245	1,000	300	500	(500)	-50.0%
52270	Memberships	28,139	18,049	25,412	19,477	25,510	98	0.4%
52304	Miscellaneous	50	10	50	25	50	-	0.0%
52330	Office: General	7,420	4,781	7,420	3,742	6,420	(1,000)	-13.5%
52332	Office: Postage	500	275	500	-	250	(250)	-50.0%
52334	Office: Printing	10,000	1,199	10,000	2,500	8,000	(2,000)	-20.0%
52336	Office: Books and Guidelines	2,000	4,112	2,000	3,500	2,000	-	0.0%
52338	Office: Drafting/Engineering	50	-	50	-	50	-	0.0%
52344	Office: Supplies and Furnishings	17,800	8,145	15,800	10,308	14,300	(1,500)	-9.5%
52354	Office: County Mail Services	10,000	8,514	10,000	6,905	10,000	-	0.0%
52370	Professional Services: Consultants	234,505	226,762	190,094	236,432	199,740	9,646	5.1%
52490	Publications and Legal Notices	4,650	8,088	4,650	8,100	4,650	-	0.0%
52504	Leases: Capital Equipment	6,600	5,915	6,600	6,094	6,600	-	0.0%
52530	Leases: Office Space	82,657	81,877	84,764	83,924	84,764	-	0.0%
52550	Special Expenses: County Overhead	100,896	48,613	91,507	57,578	75,346	(16,161)	-17.7%
52562	Special Expenses: New Hire Backgrounds	-	-	-	1,112	-	-	
52566	Special Expenses: Minor Equipment	1,000	641	1,000	-	500	(500)	-50.0%
52602	Computer Training	2,000	-	2,000	-	500	(1,500)	-75.0%
52610	Travel and Training In County	4,500	7,367	4,500	907	3,000	(1,500)	-33.3%
52612	Employee Auto	9,700	8,779	9,700	7,920	8,700	(1,000)	-10.3%
52622	Travel and Training Out of County	23,550	13,271	19,925	19,925	5,000	(14,925)	-74.9%
52704-52722	Reimbursements: Network	30,000	29,065	30,000	31,626	30,000	-	0.0%
52723	Reimbursements: Data Center	45,000	29,233	45,000	36,653	45,000	-	0.0%
52725	Reimbursements: Financial Systems	20,000	23,320	20,000	20,384	20,000	-	0.0%
52726-52732	Reimbursements: Desktop Computing	25,000	51,246	25,000	44,289	25,000	-	0.0%
52734	Reimbursements: Help Desk	3,000	2,689	3,000	2,538	3,000	-	0.0%
52750-52754	Reimbursements: Catalog Equipment	45,000	38,602	45,000	14,075	45,000	-	0.0%
52758	Reimbursements: Vehicle Lease	2,000	1,986	2,000	1,986	2,000	-	0.0%
		722,117	631,341	661,588	637,070	643,984	(17,604)	-2.7%

OPERATING EXPENSES CONTINUED...

Other Units

Account No. Description

53585 Equipment Depreciation
 54955-54961 Fixed Assets

EXPENSE TOTALS

		FY 2019-2020		FY 2020-2021		FY 2021-2022		
		Adopted	Actuals	Adopted	Estimates	Proposed	Prior FY Difference \$	Prior FY Difference %
		2,500	2,500	2,500	2,500	2,500	-	0.0%
		2,500	-	2,500	-	2,500	-	0.0%
		5,000	2,500	5,000	2,500	5,000	-	0.0%
		1,916,300	1,787,742	1,916,300	1,926,474	1,941,348	25,048	1.3%

OPERATING REVENUES

Intergovernmental Unit

Account No. Description

45918.1 Apportionments | County
 45918.2 Apportionments | Cities (less SD)
 45918.3 Apportionments | City of San Diego
 45918.4 Apportionments | Special Districts

Service Charges Unit

Account No. Description

46234 Application Fees

Earnings Unit

Account No. Description

44105 Interest and Dividends

Miscellaneous Unit

Account No. Description

47540 Transfer from Fund Balance

REVENUE TOTALS

		FY 2019-2020		FY 2020-2021		FY 2021-2022		
		Adopted	Actuals	Adopted	Estimates	Proposed	Prior FY Difference \$	Prior FY Difference %
		486,771	486,771	483,914	483,914	466,508	(17,406)	-3.6%
		486,771	486,771	483,914	483,914	466,508	(17,406)	-3.6%
		243,386	243,386	241,957	241,957	233,254	(8,703)	-3.6%
		486,771	486,771	483,914	483,914	466,508	(17,406)	-3.6%
		1,703,700	1,703,700	1,693,700	1,693,700	1,631,148	(62,552)	-3.7%
		125,000	201,419	130,000	196,087	150,000	20,000	15.4%
		125,000	201,419	130,000	196,087	150,000	20,000	15.4%
		15,000	25,812	20,000	10,444	15,000	(5,000)	-25.0%
		15,000	25,812	20,000	10,444	15,000	(5,000)	-25.0%
		72,600	-	72,600	72,600	145,200	72,600	100.0%
		72,600	-	72,600	72,600	145,200	72,600	100.0%
		1,916,300	1,930,931	1,916,300	1,972,831	1,941,348	25,048	1.3%

OPERATING NET

- 143,189 46,357 -

FUND BALANCE
(unrestricted)

FY2020 FY2021 FY2022

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	813,223	786,980	641,780
	\$ 1,488,223	\$ 1,461,980	\$ 1,316,780