



Item #: 10

Project: Discussion/Action/Direction regarding an update on the Building Renovation(s) and associated accounting Balance Transfer Request

Meeting Date: Thursday, March 23, 2023

Meeting Time: 08:30 a.m.

Location: El Centro City Council Chambers
1275 W. Main Street
El Centro, CA 92243



EXECUTIVE OFFICER'S REPORT

COMMISSIONERS

David H. West, Chair [Public]
Maria Nava-Froelich, Vice-Chair [City]
Javier Moreno [City]
Ryan Kelley [County]
Michael W. Kelley [County]

ALTERNATES

Jose Landeros [Public]
Robert Amparano [City]
Jesus E. Escobar [County]

REPORT DATE: March 7, 2023

FROM: Jurg Heuberger, Executive Officer
Paula Graf, Sr. Analyst 



PROJECT: Discussion/Action/Direction regarding an update on the Building Renovation(s) and associated accounting Balance Transfer Request.

HEARING DATE: March 23, 2023

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AGENDA ITEM #: 10

HEARING LOCATION: El Centro City Council Chambers, 1275 Main St.,
El Centro, CA 92243

RECOMMENDATION(S) BY THE EXECUTIVE OFFICER (In Summary & Order)

OPTION #1: Approve the Balance Transfer request as presented by the Executive Officer.

OPTION #2: Approve the Balance Transfer request as revised by the Commission.

ANAYLSIS/REPORT

Staff is requesting a balance transfer to adjust and fund the current year's 2022/2023 FY's budget for salary and building remodel increases.

The repairs and maintenance (remodel) budget increase in the amount of \$59,260 is to accommodate renovations to Suite A and light fixture replacements throughout the building. Old light fixtures were replaced with LED. Renovations to suite A include new flooring, paint, and light fixture removal and replacement.

The salary budget increase in the amount of \$13, 212 is due to having budgeted 6-months for the Clerk/Analyst position. This position was filled earlier then expected, thus the request for the increase.

Funding for both increases will be from the Contingency Reserves as shown below.

LAFCO of IMPERIAL COUNTY BALANCE TRASFER REQUEST FOR BUDGET ADJUSTMENT

FISCAL YEAR: 2022-2023
DATE: 3/23/2023

TRANSFER FROM:		
Contingency -Emergency Reserves	\$72,472.00	
	\$72,472.00	
 TRANSFER TO:		
82-2001 LAFCO Salaries	\$13,212.00	
1122 -Repairs & Maint Costs - Remodel	\$59,260.00	
	\$72,472.00	

EXPLANATION FOR REQUEST: The balance transfer request is to adjust and fund the current year's budget for salary and building remodeling costs increases. The funding for the increase will be from the Contingency Reserves.

EXECUTIVE OFFICERS RECOMMENDATION

It is the recommendation of the Executive Officer that LAFCO conduct a public hearing and consider all information presented in both written and oral form. The Executive Officer then recommends, assuming no significant public input warrants to the contrary, that LAFCO take the following action:

OPTION #1: Approve the Balance Transfer as requested.