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

5b

AGENDA REPORT
Consent | Action

June 15, 2026

TO: Chair Becker and Commissioners

FROM: Keene Simonds, Executive Officer
Erica Sellen, Commission Clerk

SUBJECT: **Commission Ratification | Recorded Payments for April 2026**

SUMMARY

The San Diego County Local Agency Formation Commission (LAFCO) will receive a financial report covering transactions for April 2026. The report documents $176,670 in total expenses authorized by the Executive Officer and $31,698 in payments received. All transactions are consistent with the adopted budget. Staff recommends the Commission ratify these payments with the option to pull the item for discussion if needed.

BACKGROUND

San Diego LAFCO's policies require the Executive Officer to maintain appropriate accounting controls for all Commission financial transactions. Competitive bidding applies for purchases between $10,000 and $124,999, unless waived under specified circumstances. Transactions of $125,000 or more require Commission approval.

DISCUSSION

This item seeks San Diego LAFCO's ratification of all payments made and received by the Executive Officer in April 2026. Detailed transactions appear in Attachment One. The Commission may pull the item for discussion or provide feedback.

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Jo MacKenzie, Vista Irrigation
David Drake, Alt., Rincon del Diablo
Brigette Browning, General Public
Eileen Delaney, Alt., General Public

ANALYSIS

Expenses transacted by the Executive Officer for April 2026 total $176,670. More than three-quarters – $135,342 – involves reimbursing the County of San Diego for two payroll periods and administrative support services pursuant to the Commission-approved memorandum of understanding. The month's defining expense activity is the Sustainable Agricultural Lands Conservation (SALC) grant, which accounts for $18,812 in expenditures – principally a $13,676 payment to Rick Engineering and a $5,136 transfer to the County for planning services. Professional services, which typically anchor a significant amount of expenses, are largely absent this report, as the Executive Officer's contracted consultants did not submit billings in April; fiscal-year-to-date consultant activity is summarized in Appendix A. Revenues collected total $31,698, the large majority – $22,720 – representing reimbursement under the SALC grant, with the balance comprising one application processing fee, and Alliance reimbursements from the Los Angeles and Orange County LAFCOs for administrating the Politico Group contract for legislative services.

RECOMMENDATION

It is recommended that San Diego LAFCO ratify the payments made and received in April 2026 as presented, consistent with Alternative One below.

ALTERNATIVES FOR ACTION

The following alternatives are available to San Diego LAFCO:

Alternative One (recommended):
Ratify the recorded payments received and made by the Executive Officer for April 2026 as shown in Attachment One.

Alternative Two:
Continue to the next regular meeting and provide direction to staff as needed.

Alternative Three:
Take no action.[1]

1 Payment ratifications are not required under LAFCO policy but are presented to the Commission per practice.

PROCEDURES

This item has been placed on San Diego LAFCO's agenda as part of the consent calendar. A successful motion to approve the consent calendar will include taking affirmative action on the staff recommendation unless otherwise specified by the Commission.

On behalf of the Executive Officer:

Erica Sellen
Commission Clerk

Appendix: as stated
Attachment: as stated

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Appendix A

TOTAL PAID	INVOICES	CONSULTANTS
$227,063.25	43	9

		Limit			
ADW Consulting LLC	Ongoing Intergovernmental Support	$124,999.00	67%	$84,000.00	8 inv · Contract Limit: $124,999.00
Arena Public Affairs	Ongoing Intergovernmental Support	$102,000.00	59%	$60,606.00	7 inv · Contract Limit: $102,000.00
Kennedy Water Consulting LLC	Water + Wastewater Services Consultant	$110,000.00	38%	$42,006.25	8 inv · Contract Limit: $110,000.00
Bill Fulton	Contract Specific to SANDAG MSR	$33,000.00	36%	$12,000.00	2 inv · Contract Limit: $33,000.00
Michael Stein	Fire Protection Consultant	$64,000.00	20%	$12,720.00	8 inv · Contract Limit: $64,000.00
Christine O'Rourke	Climate Planning + Environmental Justice Consultant	$100,303.00	5%	$5,287.50	1 inv · Contract Limit: $100,303.00
TAC	Contract Specific to Homeless Services White Paper	$19,000.00	27%	$5,082.50	2 inv · Contract Limit: $19,000.00
RGS	Human Resources Support Services	$50,000.00	7%	$3,611.00	6 inv · Contract Limit: $50,000.00
W. Michael Hanemann	Contract Specific to CWA/MET MSR	$20,000.00	9%	$1,750.00	1 inv · Contract Limit: $20,000.00
GRAND TOTAL — ALL CONTRACTS				$227,063.25	

Illustration made by LAFCO with Anthropic

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SAN DIEGO LAFCO
Expenses by Vendor Detail
April 2026

Payable | Receivable Party	Date	Account	Amount	Purpose	Type	Funding Account
E | Ace Parking						
	4/3/2026	52610 · Non-Travel/In-County	21.00	EO Parking	debit card	3558 · SDCCU Checking
E | After Effects (Adobe)						
	4/15/2026	52270 · Memberships	19.99	Monthly Adobe DC Pro Upgrade	debit card	3558 · SDCCU Checking
E | Aiden Velasquez						
	4/8/2026	52332 · Postage	46.69	Reimbursement | Agenda Packet Postage (ED & DD)	check	3558 · SDCCU Checking
E | Amazon						
	4/15/2026	52566 · Minor Equipment	278.93	Camera Equipment	credit card	3558-60 · SDCCU Visa Credit Card
	4/24/2026	52344 · Stores Unallocated	181.70	General Office Supplies	credit card	3558-60 · SDCCU Visa Credit Card
			460.63			
E | Ambius						
	4/16/2026	52344 · Stores Unallocated	460.28	Monthly Plant Service + Rotation	check	3558 · SDCCU Checking
E | Anthropic						
	4/29/2026	52270 · Memberships	125.00	Monthly Subscription - Graphic Design: MSR Illustrations	credit card	3558-60 · SDCCU Visa Credit Card
E | ARCC (Assessor Recording County)						
	4/8/2026	52490 · Publications	50.00	NOE Fee | CO25-11	check	3558 · SDCCU Checking
	4/8/2026	52490 · Publications	50.00	NOE Fee | OAS25-17	check	3558 · SDCCU Checking
			100.00			
E | Assura Software						
	4/10/2026	52074 · Telecommunications	750.00	Website Hosting Support Services	electronic	1000 · County Account (44595)
E | AT&T Mobility						
	4/30/2026	52074 · Telecommunications	541.03	Monthly Cell Phone Bill | LAFCO Staff	check	3558 · SDCCU Checking
E | Bed Bath & Beyond						
	4/23/2026	52344 · Stores Unallocated	975.75	Office Chairs for Waiting Room	credit card	3558-60 · SDCCU Visa Credit Card
E | BJ's Restaurant						
	4/30/2026	52330 · Office Expense	115.68	Vice Chair Briefing (EO, AEO, MP & BW)	debit card	3558 · SDCCU Checking
E | Canva						
	4/8/2026	52270 · Memberships	30.00	Monthly Subscription	credit card	3558-60 · SDCCU Visa Credit Card
E | Claim Jumper						
	4/8/2026	52330 · Office Expense	79.84	LAFCO Mgt. Debriefing (EO, AEO & Counsel)	credit card	3558-60 · SDCCU Visa Credit Card
E | Clear Checks						
	4/10/2026	52562 · Investigative/Recruitment	44.99	Background Check for New Consultant (B. Ruiz)	credit card	3558-60 · SDCCU Visa Credit Card
E | Coast News						
	4/15/2026	52490 · Publications	246.76	PHN | Carlsbad MSR	debit card	3558 · SDCCU Checking
E | Colantuono, Highsmith & Whatley						
	4/16/2026	52370.B · Professional Services	45.00	Commission Counsel Services | Special Litigation	electronic	1004 · SDCCU Holding Account
E | Corodata						
	4/16/2026	52330 · Office Expense	62.40	Monthly Document Storage	check	3558 · SDCCU Checking
E | County of San Diego						
	4/1/2026	52354 · Mail/Postage ISF	550.16	Mail/Postage Services	electronic	1000 · County Account (44595)
	4/1/2026	52178 · Vehicle Maintenance	130.05	Motor Pool | Van Rental for Alliance Workshop	electronic	1000 · County Account (44595)
	4/1/2026	52178 · Vehicle Maintenance	146.89	Vehicle Maintenance Services	electronic	1000 · County Account (44595)
	4/1/2026	52182 · Vehicle Fuel	56.87	Vehicle Fuel	electronic	1000 · County Account (44595)
	4/1/2026	52758 · Vehicle Lease	165.49	Vehicle Lease	electronic	1000 · County Account (44595)
	4/1/2026	52721 et al. · Communications (IT) Services	6,446.01	County IT Services (ITRACK)	electronic	1000 · County Account (44595)
	4/10/2026	52504 · Equipment Rental	1.59	County Surcharge | Xerox	electronic	1000 · County Account (44595)
	4/10/2026	51110 et al. · Employee Payroll	63,850.86	Payroll | Pay Period 2026-21	electronic	1000 · County Account (44595)
	4/24/2026	51110 et al. · Employee Payroll	63,994.15	Payroll | Pay Period 2026-22	electronic	1000 · County Account (44595)
	4/30/2026	52304 · Miscellaneous	5,136.46	SALC Grant Payment to County PDS	electronic	1000 · County Account (44595)
			140,478.53			
E | David Drake						
	4/8/2026	52622 · Training/Registration Out-County	25.50	Reimbursement | Alliance Workshop Parking	check	3558 · SDCCU Checking
E | Erica Sellen						
	4/30/2026	52330 · Office Expense	70.00	Reimbursement | SDAC Meeting Refreshments	check	3558 · SDCCU Checking
E | Etsy						
	4/3/2026	52330 · Office Expense	104.30	AEO Office Expense	credit card	3558-60 · SDCCU Visa Credit Card
E | FedEx						
	4/17/2026	52330 · Office Expense	27.71	SDAC Commendation	credit card	3558-60 · SDCCU Visa Credit Card

SAN DIEGO LAFCO
Expenses by Vendor Detail
April 2026

Payable | Receivable Party	Date	Account	Amount	Purpose	Type	Funding Account
E | Grubhub						
	4/24/2026	52330 · Office Expense	27.71	AEO Office Expense	check	3558 · SDCCU Checking
E | Joelle Burila						
	4/16/2026	52330 · Office Expense	44.00	Reimbursement | Commission Meeting Refreshments	check	3558 · SDCCU Checking
E | Manchester Financial 5th Ave LP						
	4/10/2026	52530 · Office Lease	12,413.72	Office & Storage Rent	electronic	1000 · County Account (44595)
E | Mariscos Fallbrook						
	4/19/2026	52330 · Office Expense	174.00	LAFCO Staff - Quarterly Lunch - SDAC Meeting	debit card	3558 · SDCCU Checking
E| Meghan Traynor						
	4/8/2026	52330 · Office Expense	29.41	Briefing: MT and JM	check	3558 · SDCCU Checking
E | Michaela Peters						
	4/8/2026	52330 · Office Expense	95.29	Reimbursement | Commission Meeting Refreshments & EO Birthday	check	3558 · SDCCU Checking
E | News Library						
	4/20/2026	52270 · Memberships	25.95	SD Tribune Archives Monthly Service	debit card	3558 · SDCCU Checking
E | Orange County LAFCO						
	4/8/2026	52270 · Memberships	250.51	Reimbursement | Alliance Workshop Hosting Expenses	check	3558 · SDCCU Checking
E | Postal Annex						
	4/30/2026	52332 · Postage	117.98	Roll of Stamps & Agenda Packet Postage (ED)	credit card	3558-60 · SDCCU Visa Credit Card
E | Priscilla Mumpower						
	4/30/2026	52330 · Office Expense	48.93	Reimbursement | SDAC Commendation	check	3558 · SDCCU Checking
E | QuickBooks						
	4/5/2026	52330 · Office Expense	115.00	Monthly Service for Online QuickBooks	credit card	3558-60 · SDCCU Visa Credit Card
E | Ready Refresh Water						
	4/26/2026	52330 · Office Expense	112.93	Monthly Water Services	credit card	3558-60 · SDCCU Visa Credit Card
E | Rick Engineering Co						
	4/10/2026	52304 · Miscellaneous	13,676.00	SALC Grant	electronic	1000 · County Account (44595)
E | San Diego Union Tribune						
	4/16/2026	52490 · Publications	3,826.62	PHNS | Carlsbad MSR & Workplan+Budget (English & Spanish)	check	3558 · SDCCU Checking
E | The Brigantine						
	4/12/2026	52330 · Office Expense	67.27	EO & Rincon del Diablo MWD GM Briefing	debit card	3558 · SDCCU Checking
E | W. Michael Hanemann						
	4/30/2026	52622 · Training/Registration Out-County	311.81	Reimbursement | Airfare for Commission Meeting	check	3558 · SDCCU Checking
E | WP Engine						
	4/14/2026	52370.E · Professional Services	65.00	Monthly Web Hosting	debit card	3558 · SDCCU Checking
E | Wyndham Hotel						
	4/17/2026	52622 · Training/Registration Out-County	176.49	Dr. Hanemann Accomodations for Commission Meeting	credit card	3558-60 · SDCCU Visa Credit Card
E | Xerox						
	4/10/2026	52504 · Equipment Rental	237.32	Xerox Rental	electronic	1000 · County Account (44595)
E | YouTube						
	4/12/2026	52270 · Memberships	22.99	Monthly Streaming Support Services	debit card	3558 · SDCCU Checking
EXPENSE TOTAL			176,670.01			
R | County of San Diego						
	4/30/2026	49200 · Interest & Dividends	60.99	Interest Payment to Account 46725	electronic	1001 · Committed - Stabilization
	4/30/2026	49200 · Interest & Dividends	93.98	Interest Payment to Account 46726	electronic	1002 · Committed - Opportunity
	4/30/2026	49200 · Interest & Dividends	123.18	Interest Payment to Account 46727	electronic	1003 · Assigned - Executive Office

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Expenses by Vendor Detail
April 2026

Payable | Receivable Party	Date	Account	Amount	Purpose	Type	Funding Account
			278.15			
R | Inland Valley Investments LLC						
	4/3/2026	46234 · Applications	6,450.00	Processing Fees (CO26-07)	check	1000 · County Account (44595)
R | Los Angeles LAFCO						
	4/3/2026	52270 · Memberships	1,100.00	Alliance Reimbursement | Politico Group Inv # 10FEB2026	check	1000 · County Account (44595)
E | Pagarkar						
	4/30/2026	52490 · Publications	50.00	Recording Fees (CO25-15)	check	3558 · SDCCU Checking
R | Orange County LAFCO						
	4/3/2026	52270 · Memberships	1,100.00	Alliance Reimbursement | Politico Group Inv # 10FEB2026	check	1000 · County Account (44595)
R | State of California						
	4/3/2026	45281 · State Aid Agriculture	22,719.58	SALC Grant	check	1000 · County Account (44595)
REVENUE TOTAL			31,697.73			

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