

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

165



FROM: Transportation and Land Management Agency - Planning

SUBMITTAL DATE:
July 7, 2014

SUBJECT: Approval of Budget Adjustments for FY 2013-2014 for the Transportation and Land Management Agency (TLMA) - Planning [\$245,000]; 50% Deposit based fee and 50% General Fund

RECOMMENDED MOTION: That the Board of Supervisors approve and direct the Auditor-Controller to make Budget Adjustments to appropriations and estimated revenues for TLMA in the amount of \$245,000 as follows on Schedule "A".

BACKGROUND:

Summary

The Planning Department requires a budget adjustment for FY 13/14 due to an increase in activity and costs in FY 2013-2014 beyond what was anticipated in the approved budget. The total adjustment is in the amount of \$245,000. The department strives to develop a budget that anticipates level of activity and known potential impacts; however, due to the nature of development activity and various types of funding it is not always possible to do so. A budget adjustment is sometimes necessary after the adoption of the budget.

Continued on the next page

Juan C. Perez
TLMA Director/Interim
Planning Director

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 245,000	\$ 0	\$ 245,000	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 123,000	\$ 0	\$ 123,000	\$ 0	

SOURCE OF FUNDS: Deposit Based Fees \$122,000 and General Fund \$123,000 (Legislative-Admin Support 10000-1102900000)

Budget Adjustment: Yes
For Fiscal Year: 2013-2014

C.E.O. RECOMMENDATION:

APPROVE

BY:
Tina Grande

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Tavaglione, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Stone, Benoit and Ashley
Nays: None
Absent: None
Date: July 29, 2014
xc: Planning, Auditor

Kecia Harper-Ihem
Clerk of the Board
By:
Deputy

Prev. Agn. Ref.: | District: ALL | Agenda Number:

3-51

FISCAL PROCEDURES APPROVED
PAUL ANGLIO, CPA, AUDITOR-CONTROLLER
BY:
Susana Garcia-Bocanegra
7/22/14

Departmental Concurrence

- A-30
- 4/5 Vote
- Positions Added
- Change Order

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: Approval of Budget Adjustments for FY 2013-2014 for the Transportation and Land
Management Agency (TLMA) - Planning**

DATE: July 7, 2014

PAGE: 2 of 2

BACKGROUND:

Summary (continued)

A portion of the budget adjustment in the amount of \$122,000 is necessary due to an increase in budgeted development activity. The department originally anticipated a decrease in activity over the previous fiscal year. A portion of the budget adjustment (attached) in the amount of \$122,000 is necessary due to an increase in budgeted development activity. The department originally forecasted a decrease in activity over the previous fiscal year. Fortunately, activity levels remained relatively steady. As the department utilizes consultant contract services to supplement its small core staff of 16 personnel due to fluctuations in case-load, the department was proactive in requesting an appropriation transfer from the Auditor-Controller and Executive Office in order to provide service to the applicants without delay. However, the department is now unable to pay for certain obligations as there was a transfer of approval to expend. A budget adjustment is now necessary to recognize revenue and restore the department's ability to meet all of its obligations. There is no impact to the General Fund for this portion of the budget adjustment, as these are pass-through processing costs paid directly by private development applications, through DBF revenue.

The remaining \$123,000 is due to a significant increase in County Counsel support costs to Planning. County Counsel has assisted Planning in the preparation and review of documents for several major County-initiated projects including the General Plan update (GPA 960), the "Business Friendly" Zoning Ordinance changes (Ord. 348), and the Wine Country Plan. The department was unable to absorb these increases. A contributing factor, not related to development trends, was an additional late in the year \$40,000 in salary adjustments due to a labor contract arbitration ruling. This additional expenditure of \$123,000 will come from the Legislative Administrative Support budget in the Executive Office, which has been used previously to fund small litigation expenses. This budget is in the General Fund and has the appropriations to pay upon Board approval.

Impact on Citizens and Businesses

These adjustments provide for the appropriate reviews and processing to be done of development applications. The County-initiated changes to the General Plan (last updated in 2003), the Zoning Ordinance, and the Wine Country Plan allow the County to do long-range planning and take steps to enhance future economic development.

SUPPLEMENTAL:

Additional Fiscal Information

The Legislative Administrative Support budget is in the General Fund and has enough funds and appropriations to cover the legal services costs associated with this budget adjustment. This transfer will be made upon the approval of the Form 11. There is no net cost for the remaining amount due to the recognition of Deposit-Based Fee revenues in the adjustment.

Contract History and Price Reasonableness

N/A

ATTACHMENTS

A. BUDGET ADJUSTMENT

Schedule A

Increase Revenues:

10000-3120100000-790600	Contr. fr Other CTY Funds	\$123,000
10000-3120100000-771930	Deposit Based Fees Draws	\$122,000

Increase Appropriations:

10000-3120100000-510040	Regular Salaries	\$40,000
10000-3120100000-536740	Indirect Exp/Admin Support Indirect	\$205,000