

FISCAL PROCEDURES APPROVED  
 PAUL ANGILO, CPA, AUDITOR-CONTROLLER  
 BY *[Signature]*  
 Russell Dominski 1-15-15

907



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

**FROM:** Economic Development Agency/Facilities Management

**SUBMITTAL DATE:**  
January 14, 2015

**SUBJECT:** Proposed FY 2015/16 Productive Hourly Rates for Real Estate Services, ALL Districts, [\$0]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve and adopt the proposed productive hourly rates for the Economic Development Agency's Real Estate Division as specified in Attachment A for FY 2015/16.

**BACKGROUND:**  
Summary

The Economic Development Agency (EDA) is proposing the adoption of productive hourly rates for FY 2015/16 to recover costs associated with the provision of real estate services to its customers as specified in Attachment A. In accordance with Board Policy B-4 and B28, EDA brings cost recovery rates to the Board of Supervisors for approval and adoption on an annual basis.

Departmental Concurrence

(Continued)

*[Signature]*

Robert Field  
Assistant County Executive Officer/EDA

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

<b>SOURCE OF FUNDS:</b> N/A	<b>Budget Adjustment:</b> No
	<b>For Fiscal Year:</b> 2015/16

**C.E.O. RECOMMENDATION:** APPROVE  
 BY: *[Signature]*  
 Rohini Dasika  
 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, Benoit and Ashley  
 Nays: None  
 Absent: None  
 Date: February 3, 2015  
 xc: EDA

Kecia Harper-Ihem  
 Clerk of the Board  
 By: *[Signature]*  
 Deputy

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

**Prev. Agn. Ref.:** 3-39 of 1/28/14 | **District:** ALL | **Agenda Number:**

**3-26**

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

Economic Development Agency

**FORM 11:** Proposed FY 2015/16 Productive Hourly Rates for Real Estate Services, All Districts, [\$0]

**DATE:** January 14, 2015

**PAGE:** 2 of 3

**BACKGROUND:**

**Summary** (Continued)

The EDA Real Estate division operates as an Internal Service Fund (ISF) and must recover its operating costs through charges to customers. Real Estate rates were derived by combining direct and indirect costs to run and operate the division.

The Real Estate division provides acquisition and leasing services. Customers will be billed the approved hourly rate multiplied by the number of hours worked providing these services including pre-leasing activities. Leasing services are billed based on the management fee and is applied to the lease amount once an agreement has been executed.

The Real Estate division has maintained the same rates over the past several years. The division is proposing the billable hourly rates for FY 2015/16 to recover costs associated with providing acquisition and leasing services.

EDA has complied with Board policies B-4 and B-28. The Auditor-Controller's Office has reviewed the proposed rates and methodology.

**Impact on Citizens and Businesses**

There is no foreseeable impact on residents and businesses.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

The proposed rates are sufficient for full cost recovery.

**Contract History and Price Reasonableness**

Comparisons with prior year rates are presented in Attachment A. A rate increase has not been approved in over seven years.

**ATTACHMENT:**

Attachment A – FY 2015/16 Proposed Real Estate Division Productive Hourly Rates

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

Economic Development Agency

**FORM 11: Proposed FY 2015/16 Productive Hourly Rates for Real Estate Services, All Districts, [\$0]**

**DATE:** January 14, 2015

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**Attachment A**

**Proposed EDA FY 2015/16  
Real Estate Division Productive Hourly Rates**

	<u>FY 14/15 Current</u>	<u>FY 15/16 Proposed</u>	<u>FY 14/15 Current OT</u>	<u>FY 15/16 Proposed OT</u>
Real Estate Services (Acquisition & Pre-leasing)	\$128.67	\$142.26	\$147.34	\$165.02
Leasing Services	3.89%	4.12%		