

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



**ITEM: 3.14
(ID # 28839)**

MEETING DATE:
Tuesday, October 07, 2025

FROM : ASSESSOR-COUNTY-CLERK-RECORDER

SUBJECT: ASSESSOR-COUNTY CLERK-RECORDER: Approve Fiscal Year End 2025-2026 Budget Adjustment to allow for Chapel Air Conditioning Replacement; District 1. [Total Project Cost - \$341,000; Deferred Maintenance Fund 100%]. 4/5 Vote Required.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the attached Schedule A Budget Adjustment as requested by the Assessor-County Clerk-Recorder's Office in the amount of \$341,000 for the current FY 2025-2026; and
2. Authorize the Auditor Controllers Office to approve the attached Schedule A Budget Adjustment Request in the amount of \$341,000; and
3. Authorize County Facilities Management to purchase necessary equipment and oversee installation and completion of this project.


ACTION:4/5 Vote Required


Steven Horn, Chief Deputy Assessor-County Clerk-Recorder 9/19/2025

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: October 7, 2025
xc: ACR, Auditor, FM-RE

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 341,000	\$ 0	\$ 341,000	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: Deferred Maintenance Fund 11208			Budget Adjustment:	Yes
			For Fiscal Year:	25/26

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Assessor-County Clerk-Recorder's (ACR) office operates the historic chapel on 14th street in downtown Riverside. This chapel serves the community with a beautiful, cost-effective location to host marriage ceremonies. While well utilized, ceremonies during summer months have proven uncomfortable for patrons and staff due to the age of the current air conditioning system, which is over 30 years old and highly inefficient by today's standards. Replacing this system is prudent to enhance the comfort and well-being of guests, visitors, and employees.

During the FY 25/26 budget development process, the Executive Office (EO) recommended an allocation of funding for this project sourced from the County's Deferred Maintenance Fund. To initiate replacing this air conditioning system, the ACR is requesting a budget adjustment to increase appropriations in the Clerk-Recorder's budget by \$341,000.

Impact on Residents and Businesses

The funding allocated for this project will facilitate necessary upgrades to the air conditioning system, ensuring a more comfortable environment for all visitors and employees. This improvement will contribute to the overall satisfaction and well-being of those utilizing the Chapel's services, making it a more desirable location for hosting marriage ceremonies and related events.

Additional Fiscal Information

A budget adjustment for current FY 2025-2026 is being requested to initiate the project.

SCHEDULE A. BUDGET ADJUSTMENT


Brett Austin, Supervising Accountant 9/29/2025

SCHEDULE A
Assessor, County Clerk Recorder
Budget Adjustment - CCR
Fiscal Year 2025/2026

INCREASE IN APPROPRIATIONS:

10000-1200200000-536780	Interfnd Exp-Capital Projects	\$341,000
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INCREASE IN REVENUE:

10000-1200200000-790600	Contrib Fr Other County Funds	\$341,000
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