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CITY OF SACRAMENTO

CITY MANAGER'S OFFICE
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CITY PLANNING DEPARTMENT
927 TENTH STREET
SUITE 300
SACRAMENTO, CA 95814
TELEPHONE (916) 440-5604

MARTY VAN DUYN
PLANNING DIRECTOR

November 4, 1981

APPROVED
BY THE CITY COUNCIL

NOV 10 1981

OFFICE OF THE
CITY CLERK

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: Planning Department Budget Augmentations

SUMMARY

During the 1980-1981 fiscal year the City Council approved funding for a number of projects that had activities and cost carry over into the 1981-1982 fiscal year. However, the funding of these projects was not included in the 1981-1982 budget. In order to meet the City's obligations in these activities, it is requested that the City Council approve the transfer of \$142,101 from the General Fund, Administrative Contingency to the Planning Department budget.

BACKGROUND INFORMATION

During the 1980-1981 fiscal year, the City Council enacted a number of special projects and other changes to Planning Department operations. Funding was provided for most of these activities in the 1980-1981 fiscal year budget. Unfortunately the funding for some of these activities was not carried over and included in the 1981-1982 Planning Department budget. The result is the Planning Department has mandates to continue certain activities with no means of funding these activities. Listed below are the activities and information relative to the activities:

McClellan Redevelopment Project: This project was approved by the City Council and \$34,000 was transferred into the Planning Department's budget to finance the City's share of the consultant contract (other funding is being provided by the County and McClellan Air Force Base). The City had a balance of \$14,173 at the end of the 1980-1981 fiscal year. The City is contractually obligated with the consultant to pay the balance.

South Natomas EIR: The City has collected \$66,900 from the developers of these two projects and had spent \$20,000 at the end of the 1980-1981 fiscal year. A balance of \$46,900 remains and the City is contractually obligated to the consultant and is also obligated to the developers to utilize the funds or return the balance.

Reliever Airport Study: The City agreed to reimburse the County for one-half of the County's consultant cost for the Reliever Airport Study and \$16,803 was appropriated for this purpose in the 1980-1981 budget. During the 1980-1981 fiscal year no expenditures were made on this project. To fulfill the City's agreement an additional \$16,803 must be appropriated in the 1981-1982 Planning Department budget.

Air Quality Planning Grant: The City has entered into an Air Quality Planning Grant for \$35,000 with Sacramento Area Council of Governments. At the end of the fiscal year \$23,513 was spent leaving a balance of \$11,487. The Planning Department has been utilizing a Limited Term Assistant Planner to carry out these activities. Funding for this position was not included in the 1981-1982 fiscal year budget. Revenue from the grant will offset this expense.

Planning Department Relocation: The City Council approved the moving of the Planning Department's office and the lease for the new office space. No funds were appropriated for this action. An additional appropriation of \$52,738 will be needed to finance the obligations associated with the change in offices. (Please refer to Exhibit A for details.)

Exhibit B provides detail on these activities and their financial considerations. A transfer of \$142,101 from General Fund, Administrative Contingency to the Planning Department's fund budget 2300 will be required to fund these increases.

FINANCIAL CONSIDERATIONS


To meet its obligations in the areas discussed above the Planning Department will require an increase in its budget by the amounts and in the budget categories listed below:

<u>Account #</u>	<u>Title</u>	<u>Amount</u>
4258	Professional Services	\$ 77,876
4101	Salaries	11,487
4231	Lease Expense	45,798
4268	Moving Expense	3,500
4202	Telephone & Telegraph Expense	3,440
	Total	\$142,101


RECOMMENDATION

It is recommended that the City Council approve the Resolution transferring \$142,100 from General Fund Administrative Contingency to the Planning Department operating budget.

Respectfully submitted,


Marty Van Duyn
Planning Director

RECOMMENDATION APPROVED:


Walter J. Slipe
City Manager

MVD:JK:bw
Attachments

November 10, 1981
All Districts

RESOLUTION NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

A RESOLUTION AMENDING THE CITY BUDGET FOR
FY 1981-1982 FOR THE PLANNING DEPARTMENT
BY \$142,101

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

1. A transfer of funds is required to fund Planning Department activities which were approved in the 1980-1981 fiscal year and did not have funds carried over into the 1981-1982 fiscal year.
2. The City Budget for Fiscal Year 1981-1982 is hereby amended by transferring \$142,101 from the Administrative Contingency 1-01-5070-0000-4399 Budget to the Planning Department Budget into the following accounts:
1-01-2300-4258, \$77,876; 1-01-2300-4101, \$11,487;
1-01-2300-4231, \$45,798; 1-01-2300-4268, \$3,500;
1-01-2300-4202, \$3,440.
3. The above appropriation increase is to be supported by additional estimated revenues of \$11,487 that are forthcoming from Sacramento Area Council of Governments, which will be deposited in the General Fund.

MAYOR

ATTEST:

CITY CLERK

APPROVED
BY THE CITY COUNCIL

NOV 10 1981

OFFICE OF THE
CITY CLERK

EXHIBIT A

Cost of Planning Department's Relocation

Cost to lease 725 "J" Street (July only)	\$ 3,655
Cost to lease 10th & J Streets	<u>85,143</u>
Total Lease Costs	88,798
Budgeted Lease Expense	<u>(43,000)</u>
Additional Funds Required for Lease Expense (Account 4231)	\$45,798
Moving Costs	
Moving expense (Account 4268)	\$ 3,500
Telephone Installation	<u>3,440</u>
Total Other Expense	\$ 6,940
Total Relocation Expense	\$52,738

EXHIBIT "B"

Additional Obligations by Account

	<u>Resolution NO.</u>	<u>1980-1981 Appropriation</u>	<u>1980-1981 Expen- ditures</u>	<u>Additional 1981-1982 Obligations</u>	<u>Prof. Services</u>	<u>Salaries</u>	<u>Lease</u>	<u>Moving Expense</u>	<u>Telephone</u>	<u>Additional Revenues</u>
1. <u>McClellan Redevelopment Project</u>	<u>80-448</u>	<u>\$34,000</u>	<u>\$19,827</u>	<u>\$ 14,173</u>	<u>\$14,173</u>					
2. <u>South Natomas EIR</u>	<u>81-044</u>	<u>\$66,900</u>	<u>\$20,000</u>	<u>\$ 46,900</u>	<u>\$46,900</u>					
3. <u>Reliever Airport Study</u>	<u>80-769</u>	<u>\$16,803</u>	<u>-0-</u>	<u>\$ 16,803</u>	<u>\$16,803</u>					
4. <u>Air Quality Planning Grant</u>	<u>80-533</u>	<u>\$35,000</u>	<u>\$23,513</u>	<u>\$ 11,487</u>		<u>\$11,487</u>				<u>\$11,487</u>
5. <u>Planning Department Location</u>	<u>81-383</u>	<u>-0-</u>	<u>-0-</u>	<u>\$ 52,738</u>			<u>\$45,798</u>	<u>\$3,500</u>	<u>\$3,440</u>	
				<u>\$142,101</u>	<u>\$77,876</u>	<u>\$11,487</u>	<u>\$45,798</u>	<u>\$3,500</u>	<u>\$3,440</u>	<u>\$11,487</u>