



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 2/9/2016

Agenda Placement: 6H

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: David Morrison - Director
Planning, Building and Environmental Services
REPORT BY: Barbette Ruffino, STAFF SERVICES ANALYST II - 299-1330
SUBJECT: Approval of Budget Transfer PBE-003

RECOMMENDATION

Director of Planning, Building and Environmental Services requests approval of and authorization for the Chairman to sign Budget Transfer No. PBE-003 increasing the appropriations by \$50,000 to provide for abatement services. (4/5 vote required)

EXECUTIVE SUMMARY

An increase of \$50,000 is requested in the building code enforcement fund to support the costs of unanticipated additional abatement cases. The increase in appropriations is offset by a reduction in available fund balance in the Building Enforcement fund.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	This increase in expenditures will be offset by a reduction to the fund balance, for a new balance of \$172,792.
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	There are no future fiscal impacts past this year.

Consequences if not approved: There is currently an outstanding invoice for an abatement case involving removal of a blighted vineyard property. If this budget adjustment is not approved the invoice cannot be paid.

Additional Information:

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Building Enforcement fund was funded several years ago for the purpose of abatement projects that needed to be done on properties in Napa County. The costs of these projects are offset by a lien placed on the said property. The Building Code Enforcement staff has undertaken projects this year that have exceeded the budgeted appropriations. Staff is seeking a budget adjustment of \$50,000 to increase appropriations so that these projects can be completed and the contractor's paid for their expenses. The additional appropriation will be paid for by existing fund balance.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi