

**COUNTY OF SACRAMENTO
CALIFORNIA**

For the Agenda of:
January 30, 2007
3:30 p.m.

To: Board of Supervisors

From: Department of Planning and Community Development

Subject: Approve Appropriation Adjustment Request No. 27-044 To Provide A One-Time Increase Of \$100,000 In Appropriation With Offset From General Plan Contingency To The Department Of Planning And Community Development To Provide A Housing Element Update To The General Plan

Contact: Leighann Moffitt, 874-6141

Overview

The General Plan for the County of Sacramento is required to provide a Housing Element component every seven years. This has been accomplished in the past through a contract provider. The revised element is due in June of 2008. To meet public comment and Board hearing requirements, the Planning department needs to locate a contractor immediately and begin the process to meet the June 2008 deadline.

Recommendations

Adopt the attached Appropriation Adjustment Request (AAR 27-044) reallocating \$100,000 from General Fund Contingency to the Planning Department and increasing the department's 2006-07 appropriation to cover the one-time cost for the Housing Element update.

Measures/Evaluation

These actions will result in keeping the County of Sacramento compliant with State mandate to revise and update the Housing Element of the County's General Plan.

Fiscal Impact

AAR 27-044 will reallocate \$100,000 from General Fund Contingencies to the Planning Department and will have a zero net effect on the department's General Fund allocation.

Approve Appropriation Adjustment Request No. 27-044 To Provide A One-Time Increase Of \$100,000 In Appropriation With Offset From General Plan Contingency To The Department Of Planning And Community Development To Provide A Housing Element Update To The General Plan

Page 2

DISCUSSION:

The Housing Element of the General Plan is mandated to be updated every 7 years. Because of the lateness of our last submission to the State, we are now coming upon our next update. We anticipate using a contract vendor as before and anticipate the cost for the contract at \$100,000. The update is due in June 2008. With public comment and various workshops with the Board, the department would need to begin on this project quickly.

The department requests a one-time increase to its 2006-07 budget to cover the cost of obtaining a contractor to perform the Housing Element. The department will release a request for proposal and determine a contractor before the end of the fiscal year. The funds will then be encumbered for the term of the contract. The funds will not then need to be included in Planning's 2007-087 budget.

FISCAL ANALYSIS

The attached appropriation adjustment request, AAR 27-044, will reallocate \$100,000 from General Fund Contingencies and increase the Planning department's appropriation by \$100,000. This will have a net zero effect on Planning's General Fund allocation.

Respectfully submitted,

ROBERT SHERRY, Director
Department of Planning and
Community Development

APPROVED:

TERRY SCHUTTEN
County Executive

By: _____
STEVE PEDRETTI, Deputy Administrator
Municipal Services Agency

Attachment: Appropriation Adjustment Request No. 27-044