



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Dom Zanger
District No. 1

Kollin Kosmicki
District No. 2

Mindy Sotelo
District No. 3
Vice-Chair

Angela Curro
District No. 4
Chair

Bea Gonzales
District No. 5

Item Number: 1.36

MEETING DATE: 06/18/2024

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Kevin Kimura

DEPT HEAD/DIRECTOR: Steve Loupe

SUBJECT:

RESOURCE MANAGEMENT AGENCY – S. LOUPE, PUBLIC WORKS ADMINISTRATOR

Approve budget adjustment to increase appropriations by \$42,000.00 for Public Works Eng/Administration consultant and other operating expenditures. Department has a budget shortfall due to unanticipated expenditures such as \$48,000.00 grant management software to be funded by increased encroachment revenue realized and not with any inter-department fund transfer. (4/5 Vote Required)

SBC FILE NUMBER: 105

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

The Public Works Engineer/Administration division incurred unanticipated expenditures for grant management tools and higher than budgeted outside consultant work. This request is to increase appropriations by \$42,000.00, which will be funded by the higher than budgeted encroachment fees realized in the amount of \$42,000.00. This should be sufficient for the department's operational fiscal needs for the remainder of the year.

RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:

No

CONTRACT NEEDED FOR THIS ITEM:

No

LAST CONTRACT AMOUNT OR N/A:

N/A

STATE IF THIS IS A NEW CONTRACT/ HOW MANY PAST AMENDED CONTRACTS/ OR N/A:

N/A

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

No

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

Yes

STRATEGIC PLAN GOALS: 3. Technology

No

STRATEGIC PLAN GOALS: 4. Community Engagement

No

STRATEGIC PLAN GOALS: 5. Health & Safe Community

No

BUDGETED:

No

BUDGET ADJUSTMENT NEEDED:

Yes

SOURCE OF FUNDING:

General Fund

UNFUNDED MANDATE:

No

SBC BUDGET LINE ITEM NUMBER:

101.70.1295.1000.619.222 SERVICES SUPPLIES OTHER CONSULTANTS

CURRENT FY COST:

\$42,000.00

STAFF RECOMMENDATION:

Approve budget adjustment to increase appropriations by \$42,000.00 for Public Works Eng/Administration consultant and other operating expenditures. Department has a budget shortfall due to unanticipated expenditures such as \$48,000.00 grant management software to be funded by increased encroachment revenue realized and not with any inter-department fund transfer. (4/5 Vote Required)

BOARD ACTION RESULTS:

Approved Budget Adjustment per staff recommendation. (5/0 vote)

ATTACHMENTS:

[Budget Adjustment - Public Works Eng/Administration](#)

[Fully Executed Budget Adj - Public Works Eng-Admin](#)