



# COUNTY OF SANTA CRUZ

## PLANNING DEPARTMENT

701 OCEAN STREET, 4<sup>TH</sup> FLOOR, SANTA CRUZ, CA 95060  
 (831) 454-2580 FAX: (831) 454-2131 TDD: (831) 454-2123  
 TOM BURNS, PLANNING DIRECTOR

June 4, 2004

### SUPPLEMENTAL BUDGET

**Board of Supervisors**  
 County of Santa Cruz  
 701 Ocean Street  
 Santa Cruz, CA 95060

### SUPPLEMENTAL BUDGET REQUEST REGARDING HOUSING PROGRAM

Dear Members of the Board:

Since last fall, the staff has been analyzing a range of options related to a possible reorganization of how services provided by the Redevelopment Agency could best be provided in light of vacancy in the leadership of the department. As a result of that process, the proposed RDA budget recommends a reorganization of the County's affordable housing effort through combining those functions that have historically taken place in the Planning Department and Redevelopment Agency within a new section of the Planning Department, with details to be provided in the Supplemental Budget. This report addresses a number of aspects of the proposed change, including the scope of responsibilities of the new section, related personnel changes, and required supplemental budget actions.

#### Basis for Proposed Reorganization

As was indicated in the proposed RDA budget, shifting the day-to-day oversight of the Agency's housing programs to the Planning Department reflects a recognition that the range of current affordable housing programs and projects are geographically distributed throughout the unincorporated area, in contrast to the other responsibilities of the Agency, which are foamed solely in the Live Oak and Soquel areas). The proposed reorganization will allow the Agency staff to focus on the project area, provide greater opportunities for the county-wide housing activities, and enhance the potential for attracting a strong candidate to the vacant Redevelopment Agency Administrator position.

#### Role of Consolidated Housing Program

As concern about the lack of affordable housing has grown in recent years, it has become apparent that the County's efforts have not been best served by distributing affordable housing programs throughout various County departments. At one time, a majority of the housing effort was centered in the Planning Department. However, over the years, the creation of the Redevelopment Agency and its associated new financing

for affordable housing, shifted the focus of housing efforts to the Agency, with Planning's focus reduced to a policy emphasis. At the same time, there was a growing emphasis on special needs housing, with the focus of those efforts within the HSA and HRA departments. While those varied departmental efforts have resulted in major accomplishments over the years, it is apparent that consolidating many of those activities will more efficiently utilize the County's limited affordable housing resources.

In addition to combining the programs and projects of the Planning Department and Redevelopment Agency, the proposed reorganization provides an opportunity to expand current activities in key program areas. While the housing policy function has historically resided within the Planning Department, the department has been unable to adequately staff this function due to financial limitations. Over the years, that has not been a significant problem. However, that relatively low level of staffing levels will simply not allow the County to pursue the list of housing policy initiatives contained in the new Housing Element.

Additionally, while the Agency has provided substantial financial resources to housing activities over recent years, it is clear that additional funding sources will need to be developed if we are going to be able to sustain an aggressive housing assistance program into the future. Finally, with pending completion of the County's Housing Element, it will be important that the County is properly positioned to implement the Housing Element and take advantage of potential access to State funding sources that will become available.

### **Proposed Staffing of the Housing Section**

What is proposed for the new Housing Section is a staffing level which will allow for the continuation of current activities and, over time, expansion of the type and depth of housing projects and programs historically overseen by the RDA, expansion of housing policy efforts needed to implement the Housing Element, active pursuit of funding from outside funding sources, and expanded coordination of special needs housing efforts with both HRA and HSA.

It is expected that the transition from the current organization to the new structure, along with the required new positions, will be phased over the course of FY2004-05. However, in order to be in a position to respond to the range of possible program needs, a full level of staffing is proposed at this time. The Supplemental budget request provides a description of the proposed personnel changes related to the reorganization (Attachment 1). The Personnel Department will be asked to review the classification of staffing to be transferred since the job descriptions were originally designated for RDA and require update and changes to conform to the new structure.

### **Supplemental Budget Actions**

In order to provide the required resources related to creating the new Housing Section in the Planning Department -- including staff services, services and supplies, contracts, and one-time costs related to relocation -- a number of financing actions are required. They are summarized in the attached Supplemental Budget request (Attachment 1). Approval of this request will provide adequate financing for the new Housing Section.

For the purpose of preparing the proposed budget for next year, recommended appropriations would be solely supported by revenues from the Redevelopment Agency's housing fund. However, it is expected that in the course of next year and future years that additional resources from housing fees and grants will significantly contribute to the financing for the consolidated housing program.

#### **Related Actions**

In addition to the requests contained within this letter, additional actions will be required relative to the Redevelopment Agency's budget and staffing. Those actions will be presented in a separate letter to your Board, as the Board of Directors for the Redevelopment Agency, as part of the Supplemental Budget.

One last aspect to this consolidation is the transfer of the various County housing budgets from the Redevelopment Agency to the Planning Department, effective July 1, 2004. This includes to budgets related to past CDBG grant repayments, the Pabna del Mar Rent Subsidy Program, and the In-Lieu Housing Fund.


#### **Conclusion/Recommendation**

Consolidating a number of the county's current programs related to affordable housing will more efficiently focus the community's limited housing resources, as well overtime, allow further expansion of opportunities provided through current efforts. In order to complete this consolidation, a number of actions are required.

It is therefore RECOMMENDED that your Board take the following actions:

1. Accept and Ale this report on consolidating the County's affordable housing efforts;
2. Approve the personnel actions proposed in this letter effective July 1, 2004 and direct the Personnel Director to complete the position transfers, classifications, additions and deletions as described;
3. Approve the Supplemental Budget Request attached to this letter; and
4. Approve the transfer of the following indexes to the Planning Department effective July 1, 2004: 136150, 135436, 136155, and 136160.

Very truly yours,

  
Tom Burns  
Planning Director

Supplemental Budget Housing  
Page No. 4

TB:TB

RECOMMENDED:



Susan A. Mauriello  
County Administrative Officer

Attachment: Supplemental Budget Request

Board Letters\Pending\Housingconsolidation

DEPARTMENT: PLANNING

ATTACHMENT 1

INDEX CODE: 540000

EXPENDITURES	2004-05 PROPOSED CAO RECOM	SUPPLE- MENTAL REQUEST	PROPOSED AND SUPPLEMENTAL RECOMMENDED TOTAL	CHANGE FROM PROPOSED
Salaries & Benefits	7,825,116	820,249	8,645,365	820,249
Services and Supplies	6,707,378	160,538	6,867,916	160,538
Other Charges	0	0	0	0
Intra-Fund Transfer	(4,065,889)	0	(4,065,889)	0
Fixed Assets	0	5,000	5,000	5,000
<b>TOTAL</b>	<b>10,466,605</b>	<b>985,787</b>	<b>11,452,392</b>	<b>985,787</b>
<b>Financing</b>				
Revenues	7,148,284	985,787	8,134,071	985,787
Increased Fund Balance			0	0
<b>NET COUNTY COST</b>	<b>3,318,321</b>	<b>0</b>	<b>3,318,321</b>	<b>0</b>
<b>TOTAL</b>	<b>10,466,605</b>	<b>985,787</b>	<b>11,452,392</b>	<b>985,787</b>

#### EXPLANATION

Approve transfer in of Housing Program from the Redevelopment Agency.; \$985,787 in various appropriation, revenue and personnel.

#### FUNDING SOURCE

Redevelopment Agency Housing funds.

543100sum1.xls



## ACCOUNTING DETAIL - PLANNING DEPARTMENT

ATTACHMENT 1

INDEX/ SUB-OBJECT	DESCRIPTION	2004-05 SUPPLEMENTAL REQUEST	2004-05 SUPPLEMENTAL RECOMMENDED
EXPENMTURES			
543100/3100	Increase Regular Pay	803,562	603,562
543100/3140	Increase Differential	1,040	1,040
543100/3110	Increase Extra-Help	41,800	41,800
543100/3150	Increase OASDI	49,452	49,452
543100/3155	Increase PERS	61,139	61,139
543100/3160	Increase Employee Insurance	63,258	63,258
543100/3240	Increase Telephone	7,500	7,500
543100/3355	Increase Maint-Office Equipment	1,600	1,600
543100/3450	Increase Memberships	1,000	1,000
543100/3545	Increase Consulting & Mgmt	2,700	2,700
543100/3575	Increase Data Processing Svcs	17,000	17,000
543100/3576	Increase D P Printing	238	238
543100/3635	Increase Management Services	124,000	124,000
543100/3670	Increase GIS Services	1,000	1,000
543100/4110	Increase Subscriptions	500	500
543100/4154	Increase Education and Training	5,000	5,000
543100/8404	Increase Equipment	5,000	5,000
TOTAL		985,787	985,787
REVENUES			
543100/1332	Increase Planning Services-Other	985,787	985,787
TOTAL		985,787	985,787

543100sum2.xls

## HOUSING PROGRAM - PLANNING DEPARTMENT

## ATTACHMENT 1

## PERSONNEL:

Position	Salary Range	2003-04 Allowed	2004-05 Request	2004-05 Recommended	Recommended Change	Notes
Housing Manager	TBD	0.00	1.00	1.00	1.00	1, 5
Cap Impr Prog Mgr	D7	0.00	1.00	1.00	1.00	5
RDA Project Manager	MY	0.00	3.00	3.00	3.00	2,5
Planner I/IV	DS/CI/C8/TH	0.00	2.00	2.00	2.00	3,5
Administrative Aide	JJ	0.00	1.00	1.00	1.00	4,5
Total		0.00	8.00	8.00	8.00	

## Notes:

- 1.) New position to be classified
- 2.) 2 RDA Project Managers are to be transferred from the RDA; 1 is a new position
- 3.) 1 Planner I/IV is to be transferred from the RDA; 1 is a new position
- 4.) a .5 Administrative Aide is to be transferred from the RDA and will be increased by .5 to form a 1.0 FTE Administrative Aide
- 5.) Personnel to review classifications

## FIXED ASSETS:

8404 - Equipment

\$5,000

Various equipment items to facilitate transfer of Housing staff to Planning

543100sum3.xls

## HOUSING PROGRAM - PLANNING DEPARTMENT

## ATTACHMENT 1

## PERSONNEL:

Position	Salary	2003-04 Allowed	2004-05 Request	2004-05 Recom- mended	Recom- mended Change	Notes
Housing Manager	TBD	0.00	1.00	1.00	1.00	1, 5
Cap Impr Prog Mgr	D7	0.00	1.00	1.00	1.00	5
RDA Project Manager	MY	0.00	3.00	3.00	3.00	2.5
Planner I/IV	DS/CI/C8/TH	0.00	2.00	2.00	2.00	3.5
Administrative Aide	JJ	0.00	1.00	1.00	1.00	4.5
Total		0.00	8.00	8.00	8.00	

## Notes:

- 1.) New position to be classified
- 2.) 2 RDA Project Managers are to be transferred from the RDA; 1 is a new position
- 3.) 1 Planner I/IV is to be transferred from the RDA 1 is a new position
- 4.) a .5 Administrative Aide is to be transferred from the RDA and will be increased by .5 to form a 7.0 FTE Administrative Aide
- 5.) Personnel to review classifications

## FIXED ASSETS

8404 - Equipment

\$5,000

Various equipment items to facilitate transfer of Housing staff to Planning

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# County of Santa Cruz

## REDEVELOPMENT AGENCY

701 OCEAN STREET, ROOM 510, SANTA CRUZ, CA 95060-4000  
(831) 454-2280 FAX: (831) 454-3420 TDD: (831) 454-2123

June 2, 2004

### SUPPLEMENTAL BUDGET

Board of Directors  
County of Santa Cruz Redevelopment Agency  
701 Ocean Street  
Santa Cruz, CA 95060

#### SUPPLEMENTAL BUDGET REQUEST FOR THE REDEVELOPMENT AGENCY

Dear Members of the Board:

The Redevelopment Agency's Proposed 2004-05 Budget included a discussion regarding proposed organizational changes to the department concluding with a recommendation that the housing function be relocated to the Planning Department. The Redevelopment Department would retain responsibility for capital projects as well as Agency fiscal accounting and administrative responsibilities. The purpose of this supplemental budget report is to address related budget appropriations, personnel changes and other requirements associated with the implementation of this re-structuring plan.

#### New Housing Section

As described more thoroughly in the Planning Department's Supplemental Budget Report, transferring housing functions to the Planning Department will better position the County to address county-wide housing policies, programs and projects in an effective and efficient manner. To this end the Planning Department is requesting staffing to accommodate this range of functions. It is proposed that the Redevelopment Agency continue to fund the housing section as these programs and projects are necessary in order for the Agency to meet its affordable housing obligations under State law. Funding for the requested staffing, services and supplies, contracts, overhead and one-time costs to move staff to the Planning Department is reflected in the Agency's Supplemental Budget request (see attachments).

In addition, with the transfer of housing programs to the Planning Department, effective July 1, 2004 various County housing budgets are proposed to be transferred as well. These include budgets related to CDBG grant repayments, the Paloma del Mar Rent Subsidy Program, and the In-Lieu Housing Fund.

### **Agency Staffing**

These organizational changes will require that a number of positions be transferred to the Planning Department resulting in a smaller Redevelopment Department. Positions proposed to be transferred include a Capital Improvement Program Manager, two Redevelopment Project Managers, a Planner I/IV/III, and a half-time Administrative Aide. The table included as Attachment 1 summarizes the proposed staffing changes for Redevelopment.

### **Review of Agency Financial Functions**

Redevelopment agencies are required to audit financial records, prepare annual financial reports, and track certain types of investment and bond activity. As well, bond proceeds must be safely invested and tracked. The Auditor-Controller concurs that review of these agency functions by the Auditor-Controller's office would provide for a higher level of review and oversight of these critical Agency responsibilities. Thus the Supplemental Budget Request also includes additional oversight of some Agency financial functions by the Auditor-Controller.

### **Supplemental Budget and Related Actions**

In summary the Agency and Planning Department have identified a number of financing actions required to accommodate the proposed creation of the new Housing Section in Planning. Actions required by your Board, as the Board of Directors of the Redevelopment Agency are presented in the attached Supplemental Budget request (Attachment 1), while corresponding actions pertaining to the Planning Department are presented in a separate letter from the Planning Department to the Board of Supervisors as part of the Planning Department's Supplemental Budget Report.

### **Conclusion and Recommendations**

Transfer of housing programs and projects to the Planning Department will allow the Redevelopment Agency to continue to meet mandated housing requirements while also offering the County the opportunity to develop a comprehensive county-wide approach to housing policy, programs and projects. Agency staff will continue to coordinate with Planning on Agency funded housing programs and projects, as well as continue on with the Planning, design and construction of capital improvements within the Live Oak and Soquel Project Area and the administrative functions of the Agency.

It is therefore RECOMMENDED that your Board, as the Board of Directors for the Redevelopment Agency, take the following actions:

1. Accept and file this report on organizational changes to the Redevelopment Department;
2. Approve the personnel actions proposed in this letter effective July 1, 2004, and direct

Board of Directors  
June 2, 2004  
Page 3

the Personnel Director to complete the position reclassification, transfers, additions and deletions as described;

3. Approve the Supplemental Budget Request, as shown in Attachments 1 through 5; and

4. Approve transfer of the following Indexes to the Planning Department effective July 1, 2004: 136150, 135436, 136155, and 136160.

Very truly yours,



Susan A. Mauriello  
Redevelopment Agency Executive Director

Attachment 1- Table of Proposed Staffing Changes

Attachment 2- Index 136110

Attachment 3- Index 136120

Attachment 4- Index 610110

Attachment 5- Index 610120

cc. RDA

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INDEX	POSITION	Salary Range	2003-2004 Allowed	2004-05 Request	2004-05 Recomm	Recomm Change	Notes
REDEVELOPMENT							
610000	Agency Administrator	*	1.00	1.00	1.00	0.00	1
	Cap. Imp. Program Mgr.	D7	2.00	0.00	0.00	-2.00	2
	Redevelopment Project Mgr.	MY	5.00	3.00	3.00	-2.00	3
	Urban Designer	YK	2.00	2.00	2.00	0.00	4
	Planner I/II/III	DS/CI/C9	1.00	0.00	0.00	-1.00	5
	Dept. Admin. Analyst	PM	1.00	1.00	1.00	0.00	
	Admin. Services Officer I/II	N4/PR	1.00	1.00	1.00	0.00	
	Administrative Aide	JJ	1.00	1.00	1.00	0.00	6
	Senior Accounting Technician	JL	1.00	1.00	1.00	0.00	
	secretary	EB	1.00	1.00	1.00	0.00	
	DEPARTMENTAL TOTAL		16.00	11.00	11.00	-5.00	

1. Agency Administrator position is currently undergoing re-classification.
2. 1 position to be transferred to Planning. Capital Improvements Project Manager position to be deleted effective August 15, 2004.
3. 2 Positions to be transferred to Planning: 1 position to be transferred from index 610120 to 610110.
4. Retain Urban Designer position transferred to index 610120 in Proposed Budget in index 610110.
5. 1 position to be transferred to Planning.
6. Add 0.5 Administrative Aide position to replace 0.5 position transferred to Planning.

DEPARTMENT:

REDEVELOPMENT

ATTACHMENT 2

INDEX CODE

136110

EXPENDITURES	2004-05 PROPOSED CAO RECOM	SUPPLE- MENTAL REQUEST	PROPOSED AND SUPPLEMENTAL RECOMMENDED TOTAL	CHANGE FROM PROPOSED
Salaries & Benefits	0	0	0	0
Services and Supplies	0	0	0	0
Other Charges	12,226,375	42,145	12,268,520	42,145
Intra-Fund Transfer			0	0
Fixed Assets	0	0	0	0
TOTAL	12,226,375	42,145	12,268,520	42,145
Financing				
Revenues	10,505,869	0	10,505,889	0
Fund Balance	1,720,506	42,145	1,762,651	42,145
NET COUNTY COST	0	0	0	0
TOTAL	12,226,375	42,145	12,268,520	42,145

## EXPLANATION

~~of Housing and General~~ Administrative costs as part of the transfer of Housing staff and functions to Planning.

## FUNDING SOURCE

Redevelopment Agency Tax Increment Capital Project fund balance.

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ACCOUNTING DETAIL - REDEVELOPMENT

ATTACHMENT 2

<u>INDEX/ SUBJECT</u>	<u>DESCRIPTION</u>	<u>2004-05 SUPPLEMENTAL REQUEST</u>	<u>2004-05 SUPPLEMENTAL RECOMMENDED</u>
<u>EXPENDITURES</u>			
136110/9865	RDA Operating Transfers Out	42,145	42,145
TOTAL		42,145	42,145
<u>REVENUES</u>			
TOTAL		0	0

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## DEPARTMENT

## REDEVELOPMENT

## ATTACHMENT 3

INDEX CODE:

136120

EXPENDITURES	2 W 5 PROPOSED CAO RECOM	SUPPLE- MENTAL REQUEST	PROPOSED AND SUPPLEMENTAL RECOMMENDED TOTAL	CHANGE FROM PROPOSED
Salaries & Benefits	0	0	0	0
Services and Supplies	0	0	0	0
Other Charges	12,033,778	344,147	12,377,925	344,147
Intra-Fund Transfer			0	0
Fixed Assets				
TOTAL	12,033,778	344,147	12,377,925	344,147
Financing				
Revenues	5,527,654	0	5,527,654	0
Fund Balance	6,506,124	344,147	6,850,271	344,147
NET COUNTY COST	0	0	0	0
TOTAL	12,033,778	344,147	12,377,925	344,147

## EXPLANATION

Increase is due to increase in Housing Administrative costs (see 610120), partially offset by re-assignment of Housing and General Administrative costs.

## FUNDING SOURCE

Redevelopment Agency Tax Increment Housing fund balance.

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ACCOUNTING DETAIL - REDEVELOPMENT

ATTACHMENT 3

<u>INDEX/ SUB-OBJECT</u>	<u>DESCRIPTION</u>	<u>2004-05 SUPPLEMENTAL REQUEST</u>	<u>2004-05 SUPPLEMENTAL RECOMMENDED</u>
<u>EXPENDITURES</u>			
136120/9865	RDA Operating Transfers Out	344,147	344,147
TOTAL		344,147	344,147
<u>REVENUES</u>			
TOTAL			

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DEPARTMENT:

REDEVELOPMENT

ATTACHMENT 4

INDEX CODE

810110

EXPENDITURES	2004-05 PROPOSED CAO RECOM	SUPPLE- MENTAL REQUEST	PROPOSED AND SUPPLEMENTAL RECOMMENDED TOTAL	CHANGE FROM PROPOSED
Salaries & Benefits	1,136,652	8,722	1,145,374	8,722
Services and Supplies	745,325	0	745,325	0
Other Charges	225,555	3,900	229,455	3,900
Intra-Fund Transfer		0	0	0
Fixed Assets	9,700	0	9,700	0
<b>TOTAL</b>	<b>2,117,232</b>	<b>12,622</b>	<b>2,129,854</b>	<b>12,622</b>
Financing				
Revenues	2,117,232	12,822	2,129,854	12,622
<b>NET COUNTY COST</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>	<b>2,117,232</b>	<b>12,622</b>	<b>2,129,854</b>	<b>12,622</b>

EXPLANATION

1. As a result of the organizational changes with the transfer of Housing to Planning: Delete 1 Capital Improvements Project Manager and retain 1 Urban designer previously scheduled to be transferred to Housing Administration.
2. Add funds for additional fiscal oversight of Agency by the Auditor-Controller.

FUNDING SOURCE

Redevelopment Agency Tax Increment Capital Project funds.

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**ACCOUNTING DETAIL - REDEVELOPEKT**

ATTACHMENT 4

<u>INDEX/ SUBJECT</u>	<u>DESCRIPTION</u>	<u>2004-05 SUPPLEMENTAL REQUEST</u>	<u>2004-05 SUPPLEMENTAL RECOMMENDED</u>
<b><u>EXPENDITURES</u></b>			
610110/3100	Regular Pay-Permanent	(1,882)	(1,882)
610110/3140	Differential Pay	(5,355)	(5,355)
610110/3150	OASDI-Social Security	(144)	(144)
610110/3155	PERS	12,404	12,404
610110/3160	Employee Insurance and Benefits	3,699	3,699
610110/3195	Labor Clearing Crosswalk	(8,722)	(8,722)
610110/9810	RDA Administrative Costs	8,722	8,722
610110/9822	RDA Accounting Services	3,900	3,900
TOTAL		12,622	12,622
<b><u>REVENUES</u></b>			
610110/2462	Operating Transfers In	12,622	12,622
TOTAL		12,822	12,822

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DEPARTMENT:

REDEVELOPMENT

ATTACHMENT 5

INDEX CODE

610120

EXPENDITURES	2004-05 PROPOSED CAO RECOM	SUPPLE- MENTAL REQUEST	PROPOSED AND SUPPLEMENTAL RECOMMENDED TOTAL	CHANGE FROM PROPOSED
Salaries & Benefits	535,379	(535,379)	0	(535,379)
Services and Supplies	343,450	(341,200)	2,250	(341,200)
Other Charges	72,000	1,230,599	1,302,599	1,230,599
Intra-Fund Transfer		0	0	0
Fixed Assets	5,350	19,650	25,000	19,650
TOTAL	956,179	373,670	1,329,849	373,670
Financing				
Revenues	956,179	373,670	1,329,849	373,670
NET COUNTY COST	0	0	0	0
TOTAL	956,179	373,870	1,329,849	373,670

## EXPLANATION

The transfer of Housing Staff and functions to Planning results in the shifting of expenditures from Salaries & Benefits and Services & Supplies to Other Charges. This increase is due to the increase in staff levels and one-time transition costs. Include \$19,650 additional funds for Fixed Assets to facilitate transfer of Housing section.

## FUNDING SOURCE

Redevelopment Agency Tax Increment Housing funds.

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INDEX/ SUB-OBJECT	DESCRIPTION	2004-05 SUPPLEMENTAL REQUEST	2004-05 SUPPLEMENTAL RECOMMENDED
<b>EXPENDITURES</b>			
610120/3100	Regular Pay-Permanent	(367,132)	(367,132)
610120/3105	Overtime Pay-Permanent	(2,500)	(2,500)
610120/3110	Regular Pay-Extra Help	(49,452)	(49,452)
610120/3140	Differential Pay	(640)	(640)
610120/31W	OASDI-Social Security	(31,877)	(31,877)
610120/3155	PERS	(46,011)	(46,011)
610120/3160	Employee Insurance and Benefits	(37,767)	(37,767)
610120/3195	Labor Clearing Crosswalk	535,379	535,379
610120/3240	Telephone & Telegraph	(5,000)	(5,000)
610120/3355	Maintenance - Office Equipment	(1,300)	(1,300)
610120/3450	Memberships	(200)	(200)
610120/3451	Miscellaneous	(3,000)	(3,000)
610120/3484	Duplicating Services	(850)	(850)
610120/3489	PC Software	(1,000)	(1,000)
610120/3491	Postage	(600)	(600)
610120/3493	Supplies	(4,000)	(4,000)
610120/3545	Consulting & Management Service	(3,500)	(3,500)
610120/3575	Data Processing Services	(500)	(500)
610120/3576	Data Processing Printing	(100)	(100)
610120/3612	Fiscal Agents Fees	(4,000)	(4,000)
610120/3865	Prof & Special Serv-Other	(307,250)	(307,250)
610120/3785	Publication Printing Costs	(2,000)	(2,000)
610120/3790	Legal Notices	(1,000)	(1,000)
610120/3990	Photo Supplies	(100)	(100)
610120/4110	Subscriptions Books & Ed Materials	(500)	(500)
610120/4154	Education & Training	(5,000)	(5,000)
610120/4166	Mileage	(1,000)	(1,000)
610120/4175	Service Center Charges	(300)	(300)
610120/19215	Intra-Fund Trf-Live Oak RDA	341,200	341,200
610120/9810	RDA Administrative Costs	(567,079)	(567,079)
610120/9821	RDA Professional Services	(155,500)	(155,500)
610120/9823	RDA Legal Services	(30,000)	(30,000)
610120/9825	RDA DPW Services	10,000	10,000
610120/9827	RDA Planning Survey and Design	1,096,599	1,096,599
610120/9855	RDA Fixed Assets Acquisition	19,650	19,650
<b>TOTAL</b>		<b>373,670</b>	<b>373,670</b>