



AGENDA REPORT

Public Works

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| DATE: | March 15, 2022 |
| TO: | Mayor Butt and Members of the City Council |
| FROM: | Joe Leach, Director of Public Works |
| Subject: | Appropriate Revenues and Expenditures Related to Plan Review and Inspection Services for Development Projects |
| FINANCIAL IMPACT: | Costs for consultant services will be covered by fees collected by development projects; therefore, there would be no impact to the general fund for this action. Funds would be collected prior to authorizing consultant work. (Revenue – 01231131-340401 and Expense – 01231131-400201) |
| PREVIOUS COUNCIL ACTION: | |
| STATEMENT OF THE ISSUE: | Due to staffing shortages, the Public Works department is needing to contract certain plan review and inspection services to its on-call consultants. Therefore, the Public Works department is requesting authorization to appropriate revenues and expenditures related to plan review and inspection services for development projects into its fiscal year 2021-2022 budget. |
| RECOMMENDED ACTION: | ADOPT a resolution for authorization to appropriate \$175,000 in revenues and \$175,000 in expenditures related to plan review and inspection services for development projects into the Public Works Department fiscal year 2021-2022 budget – Public Works (Joe Leach 620-5478). |

DISCUSSION:

Due to staffing shortages, the Public Works department is needing to contract certain plan review and inspection services to its on-call consultants. Therefore, the Public Works department is requesting authorization to appropriate revenues and expenditures related to plan review and inspection services for development projects into its fiscal year 2021-2022 budget. Funds will be collected from applicants seeking permits from the Public Works department that require plan review and related inspections to cover the costs of consultants completing the plan review and inspections services.

There are several large development projects, including the new construction of industrial projects and residential subdivisions, that will require plan review of improvements drawings, final maps, utility connections, and public right-of-way improvements, and due to staffing shortages, the Department needs to appropriate revenues and expenditures related to these activities to be able to rely on on-call consultant services to provide temporary assistance in these activities.

DOCUMENTS ATTACHED:

Attachment 1 – Resolution for Authorization to Appropriate Revenues and Expenditures