



The County of Yuba

Office of the County Administrator

Robert Bendorf, County Administrator
 John Fleming, Economic Development Coordinator
 Russ Brown, Communications & Legislative Affairs Coordinator
 Grace M Mull, Management Analyst
 Teena L. Carlquist, Executive Assistant to the County Administrator
 Yuba County Government Center
 915 8th Street, Suite 115
 Marysville, CA 95901

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 gmull@co.yuba.ca.us
 tcarlquist@co.yuba.ca.us

Date: October 11, 2011
To: Board of Supervisors
From: Robert Bendorf, County Administrator *RB/DM*
By: Grace Mull, Management Analyst
Re: Budget Transfer Request to Reimburse County Administrator for
 Economic & Planning Systems (EPS) Professional Services Expenses

Recommendation: Board of Supervisors to approve budget transfer in the amount of \$5,548.84 from various Development Impact Fee accounts to 101-1700-411-23-00.

Background: Every five years, the County is required by Government Code to prepare a Five-Year Development Impact Fee Report. The purpose of the report is to deliver a set of findings for any fee revenue that remains unexpended, whether committed or uncommitted. In addition, the Nexus Study needs to be updated periodically to ensure that the correct development fees are charged based on projected county population and capital project needs. The last time the Nexus Study was completed was 2004.

Discussion: The County Administrator entered into an agreement with Economic & Planning Systems, Inc. (EPS) in March of 2011 to assist the County in preparing the required Development Impact Fee Five-Year Report as well as assisting the County re-evaluate and update the Nexus Study.

Prior to July 1, 2011, payments for services rendered by EPS were drawn directly from the Development Impact fee accounts. Effective July 1, 2011, the Auditor's Office implemented a process change that prohibits direct payments from these accounts. Instead, budget transfers are required to move the funds from Development Impact fee accounts to the operating budget making the expenditure.

Committee: Due to the routine nature of this transaction, this item was not heard at Committee.

Fiscal Impact: Once the budget transfer is completed, the General Fund will be reimbursed \$5,548.84.

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WHITE - AUDITOR - CONTROLLER
 YELLOW - COUNTY ADMINISTRATOR
 PINK - DEPARTMENT

Shell

AUDITOR - CONTROLLER TRANSFER NO. _____

COUNTY OF YUBA
REQUEST FOR TRANSFER OR
REVISION OF APPROPRIATION, ESTIMATED REVENUE OR FUNDS

DATE: 10/11 2011

DEPARTMENT County Administrator

REQUEST APPROVAL OF THE FOLLOWING TRANSFER FISCAL YEAR ENDING JUNE 30, 2012

BUDGET OR ESTIMATED REVENUE

- ESTIMATED REVENUE INCREASED
 APPROPRIATION DECREASED

- APPROPRIATION INCREASED

ACCOUNT NO.	NAME	AMOUNT
101-0000-372-99-01	Operating Trans In	\$5,548.84

ACCOUNT NO.	NAME	AMOUNT
101-1700-411-23-00	Professional Servs	\$5,548.84

FUND TRANSFERS

FUNDS TO BE REDUCED:

FUNDS TO BE INCREASED:

FUND	AMOUNT
See Attached	\$5,548.84

FUND	AMOUNT
101 General Fund	\$5,548.84

GENERAL LEDGER (AUDITOR - CONTROLLER USE ONLY)

FUND	ACCOUNT	AMOUNT		FUND	ACCOUNT	AMOUNT	
		DEBIT	CREDIT			DEBIT	CREDIT

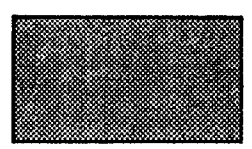
REASON FOR TRANSFER: *To reimburse costs associated with Development Impact Fee Five-Year Report/2011 Impact Fee Update.*

APPROVED:

AUDITOR - CONTROLLER _____ Signature _____ Date _____
 DEPARTMENT OR PUBLIC OFFICIAL _____

COUNTY ADMINISTRATOR: *BSJ* Signature _____ Date 9/26/11 _____ Title CAO

Approved as to Availability of Budget Amounts and Balances in the Auditor/Controllers Office.
 AUDITOR - CONTROLLER
 Auditor/Controller, Dean E. Sellers



Approved: _____
 BOARD OF SUPERVISORS
 Clerk of the Board _____ Date _____

Budget Transfer Detail

10/11/2011

Funds to Be Reduced:		
Fund	Fund Name	Amount
182	General Government	\$1,058.69
183	Criminal Justice	\$173.64
184	Health/Social Services	\$59.38
185	Library	\$447.76
186	Law Enforcement	\$6.47
187	Parks/Recreation	\$25.79
188	Traffic	\$2,157.77
189	Park Land	\$840.56
190	East Linda Park Fees	\$215.46
192	East Linda Landscape/Road	\$563.32
Total		\$5,548.84

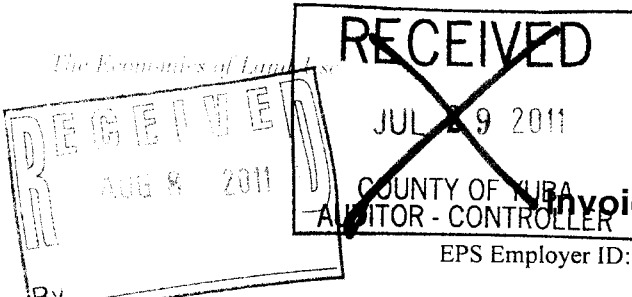
Funds to Be Increased:		
Fund	Fund Name	Amount
101	General Fund	\$5,548.84
Total		\$5,548.84

Summary of Invoice # 21405.3, 21405.4, 21405.5

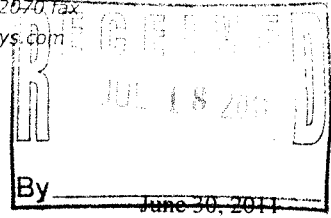
Fund	Description	Invoice# 21405.3	Invoice# 21405.4	Invoice# 21405.5	Total	Fund
182	General Government	\$555.79	\$219.29	\$283.61	\$1,058.69	182
183	Criminal Justice	\$96.01	\$38.87	\$38.76	\$173.64	183
184	Health/Social Services	\$30.73	\$12.42	\$16.23	\$59.38	184
185	Library	\$235.15	\$92.72	\$119.89	\$447.76	185
186	Law Enforcement	\$2.82	\$1.50	\$2.15	\$6.47	186
187	Parks/Recreation	\$14.40	\$5.75	\$5.64	\$25.79	187
188	Traffic	\$1,132.08	\$447.75	\$577.94	\$2,157.77	188
189	Park Land	\$450.10	\$176.84	\$213.62	\$840.56	189
190	East Linda Park Fees	\$111.94	\$44.54	\$58.98	\$215.46	190
192	East Linda Landscape/Road	\$295.98	\$116.57	\$150.77	\$563.32	192
	Total	\$2,925.00	\$1,156.25	\$1,467.59	\$5,548.84	



The Economics of Learning



Economic & Planning Systems, Inc.
2295 Gateway Oaks Drive, Suite 250
Sacramento, CA 95833-4210
916 649 8010 tel
916 649 2070 fax
www.epsys.com



EPS Employer ID: 94-3056856

Invoice Number: 21405.3

To: Yuba County Department of Public Works
Administrator's Office
915 8th Street, Suite 115
Marysville, CA 95901
Attention: Robert Bendorf, County Administrator

Project: Yuba County 2011 Nexus Study Update

EPS # 21405

Project Manager: James Gomes PIC: Gomes

Professional Services for the Period: Thru 6/30/2011

PRECEP
06 15
Community Dev
Services

Task 1 Technical Support for a Five Year Report

Task Maximum: \$20,000.00
Previous Billing Against Max: \$9,513.98
Current Billing Against Max: \$2,925.00
Balance After this Invoice: \$7,561.02

Professional Services

Table with 4 columns: Name, Title, Hours, Rate, Charge. Row 1: James Gomes, Principal, 13.00, \$225.00, 2,925.00. Row 2: Professional Services Total: 13.00, \$2,925.00.

Total Task 1 \$2,925.00

Approved for payment \$ 2,925.00/xx

Signature: [Signature]
101-1700-411-2300 8/10/11
Fund-Dept-Base-Elc. Obj Date

*** Total Project Invoice Amount: \$2,925.00

~~7/27/11 Approved for payment:~~

~~Robert Bendorf, County Administrator~~

Aged Receivables:

Table with 6 columns: Current, 1 Month, 2 Months, 3 Months, >3 Months. Row 1: \$2,925.00, \$0.00, \$0.00, \$0.00, \$0.00.

Table with 4 columns: ID, Amount, ID, Amount. Rows include: 182-0000-371-98-99 (\$555.79), 183-0000-371-98-99 (96.01), 184-0000-371-98-99 (30.73), 185-0000-371-98-99 (235.15), 186-0000-371-98-99 (2.82), 187-0000-371-98-99 (\$14.40), 188-0000-371-98-99 (1,132.08), 189-0000-371-98-99 (450.10), 190-0000-371-98-99 (111.94), 192-0000-371-98-99 (295.98).

TOTAL \$2,925.00

Page 1 of 1

6/10/2



The Economics of Land Use

Economic & Planning Systems, Inc.

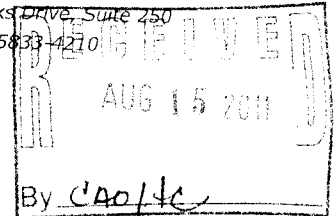
2295 Gateway Oaks Drive, Suite 250

Sacramento, CA 95833-4270

916 649 8010 tel

916 649 2070 fax

www.epsys.com



Invoice

EPS Employer ID: 94-3056856

Invoice Number: 21405.4

July 31, 2011

To: Yuba County Department of Public Works
Administrator's Office
915 8th Street, Suite 115
Marysville, CA 95901
Attention: Robert Bendorf, County Administrator

Project: **Yuba County 2011 Nexus Study Update**

EPS # 21405

Project Manager: James Gomes PIC: Gomes

Professional Services for the Period: 7/1/2011 to 7/31/2011

Task 1 Technical Support for a Five Year Report

Task Maximum:	\$20,000.00
Previous Billing Against Max	\$12,438.98
Current Billing Against Max	\$1,156.25
Balance After this Invoice	\$6,404.77

Professional Services

		<u>Hours</u>	<u>Rate</u>	<u>Charge</u>
Tim Youmans	Managing Principal	0.25	\$275.00	68.75
James Gomes	Principal	4.50	\$225.00	1,012.50
Victoria Allensworth	Support Staff	1.00	\$75.00	75.00
Professional Services Total:		<u>5.75</u>		<u>\$1,156.25</u>
		Total Task 1		\$1,156.25

Approved for payment \$ 1,156.25

Signature Grace Mull
101-1700-411-23-00 8-15-11
Fund-Dept-Basic-Elc. Obj Date

*** Total Project Invoice Amount: \$1,156.25

<u>Aged Receivables:</u>					
<u>Current</u>	<u>1 Month</u>	<u>2 Months</u>	<u>3 Months</u>	<u>>3 Months</u>	
\$1,156.25	\$2,925.00	\$0.00	\$0.00	\$0.00	



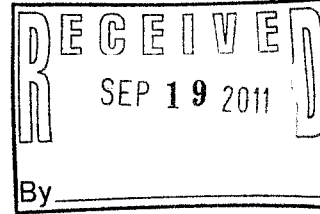
The Economics of Land Use

Economic & Planning Systems, Inc.
2295 Gateway Oaks Drive, Suite 250
Sacramento, CA 95833-4210
916 649 8010 tel
916 649 2070 fax
www.epsys.com

Invoice

EPS Employer ID: 94-3056856

Invoice Number: 21405.5



August 31, 2011

To: Yuba County Department of Public Works
Administrator's Office
915 8th Street, Suite 115
Marysville, CA 95901
Attention: Robert Bendorf, County Administrator

Project: Yuba County 2011 Nexus Study Update

EPS # 21405

Project Manager: James Gomes PIC: Gomes

Professional Services for the Period: 8/1/2011 to 8/31/2011

Task 1 Technical Support for a Five Year Report

Task Maximum:	\$20,000.00
Previous Billing Against Max	\$13,595.23
Current Billing Against Max	\$1,467.59
Balance After this Invoice	\$4,937.18

<u>Professional Services</u>		<u>Hours</u>	<u>Rate</u>	<u>Charge</u>
James Gomes	Principal	3.75	\$225.00	843.75
Megan S. Quinn	Associate	4.00	\$125.00	500.00
Victoria Allensworth	Support Staff	1.00	\$75.00	75.00
<u>Professional Services Total:</u>		<u>8.75</u>		<u>\$1,418.75</u>

<u>Reimbursables</u>		<u>Charge</u>
Mileage/Parking		\$48.84
<u>Reimbursables Total:</u>		<u>\$48.84</u>

Total Task 1 \$1,467.59

*** Total Project Invoice Amount: \$1,467.59

Approved for payment \$ 1467.59
 Signature: Traci Mull
101-1700-411-2380 9/19/11
 Fund-Dept-Base-Elc. Obj Date