



COUNTY OF HUMBOLDT

For the meeting of: 4/16/2019

File #: 19-512

To: Board of Supervisors

From: Planning and Building Department

Agenda Section: Consent

SUBJECT:
Supplemental Budget for Budget Unit 1100-262 (4/5 Vote Required)

RECOMMENDATION(S):
That the Board of Supervisors:

1. Approve the attached supplemental budget for budget unit 1100-262, Building Inspections by \$100,000.00 (4/5 vote required).

SOURCE OF FUNDING:
Building Division building permit fees.

DISCUSSION:
The Planning and Building Department requests an increase to the Building Inspection budget (262) by \$100,000.00 to address several departmental needs including computer software, opening the Southern Humboldt Office, and purchasing laptop devices for inspectors. Each of these items will improve the efficiency of the department and provide better customer service.

Opening an office in Southern Humboldt has been a goal for approximately a year, but it has not been budgeted. The move into the Redway office will require an outlay for rent, utility startup cost and improvements to meet the requirements of the Americans with Disabilities Act (ADA).

The Building Inspection Division would like to purchase portable laptop devices allowing field inspection results to be uploaded from the inspection site directly into the Accela system. Currently, inspectors do not have a stable platform from which to perform this work which necessitates inspection results being loaded from the office. Loading inspection results from job sites will eliminate duplication of work and utilize resources with greater efficiency. In addition, there are some additional implementation actions needed to make the Accela system more useful.

FINANCIAL IMPACT:
Increased costs of \$100,000 will be covered by permit fees and will not require an appropriation from the General Fund. The detailed allocations by object code are listed in Attachment A, which is

attached hereto.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing community-appropriate levels of service

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could elect to deny the supplemental budget request. This is not recommended because the items being funded by this budget augmentation will provide better customer service and allow the department to operate more efficiently.

ATTACHMENTS:

Supplemental budget information

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A