



COUNTY OF SAN MATEO
Inter-Departmental Correspondence

County Manager's Office

DATE: April 5, 2007
BOARD MEETING DATE: April 24, 2007
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: 4/5ths

TO: Honorable Board of Supervisors
FROM: Steve Alms, Manager, Real Property Services Division
SUBJECT: Appropriation Transfer Request (ATR) in the amount of \$25,000

RECOMMENDATION:

Adopt a resolution authorizing an appropriation transfer request moving \$25,000 from Non-Departmental Reserves to Services and Supplies in the FY 2006-07 Real Property Services budget to fund community workshops and related activities in North Fair Oaks.

VISION ALIGNMENT:

Commitment: Responsive, effective and collaborative government

Goal 22: County and local governments effectively communicate, collaborate and develop strategic approaches to issues affecting the entire County. The North Fair Oaks community workshops contribute to this commitment and goal by providing a public forum, which allows for input and participation of the community and government leaders in shaping the future of this unincorporated area of the County.

BACKGROUND:

The Office of Economic Development/Real Property Services partnered with the Planning and Building Department to host three community workshops in the North Fair Oaks section of Redwood City. The meetings provided residents and business owners in the community an opportunity to discuss, plan and develop a shared vision for the future of North Fair Oaks. Moore, Iacofano and Goltsman (MIG), an architecture firm with extensive local experience, was engaged by the County Manager's Office to facilitate the meetings and discussions. A series of meetings were held and the final meeting took place on March 26, 2007. MIG will submit a draft report to the County by the end of April that will summarize the discussions and recommendations.

DISCUSSION:

In order to facilitate the workshops, and with consent from the County Manager's Office,

the Real Property Division coordinated production and distribution of bilingual notices to all residents and businesses in the North Fair Oaks area. The appropriation transfer request (ATR) in the amount of \$25,000 will offset the cost of printing and mailing notices used to announce meetings to North Fair Oaks residents and businesses, translator services for the meetings, and other miscellaneous costs.

FISCAL IMPACT:

Non-Departmental Reserves in the amount of \$25,000 will be used to fund these one-time costs.