
REAL PROPERTY DEVELOPMENT & MANAGEMENT

The Real Property Development and Management (RPDM) group plans, secures and manages Metropolitan’s real property assets, proactively seeking to enhance revenue while ensuring that Metropolitan’s core business is protected.

PROGRAMS

The Real Property Development and Management group accomplishes its mission through the following programs or sections:

Office of the Group Manager section directs the group’s efforts in planning, securing, and managing Metropolitan’s real property assets; monitors and tracks the group’s business plan, financial and budgetary initiatives; and provides administrative and business process support.

The Office of the Group Manager is also responsible for the development of real property policies and strategies.

The Office of the Group Manager includes the Planning & Acquisition Unit, the Revenue & Property Management Unit and the Business Management – Real Estate Team.

Planning & Acquisition unit manages acquisition of property and property rights for capital projects including the acquisition of Bay Delta conservation lands.

Revenue & Property Management unit proactively seeks to generate significant ongoing revenue from Metropolitan’s real property assets and handle surplus property dispositions and requests from third parties to use Metropolitan real property through leases, licenses, entry permits, and easements.

Business Management – Real Estate team handles property tax and lease payments, Board letter and report coordination and all other administrative functions related to property acquisition and management.



GOALS AND OBJECTIVES

In FY 2014/15 and FY 2015/16, RPDM will focus on the following key issues:

Revenue Enhancement Strategies

Continue to implement revenue enhancement strategies and opportunities for Metropolitan real property assets.

Continue to meet and negotiate with State and local agencies and other compatible tenants seeking to lease space at Metropolitan's headquarters building.

Continue review of the comprehensive inventory of Metropolitan-owned real property to identify excess property and consider leasing opportunities based on compatible third-party and secondary-use requests.

Property Management System Improvement

Continue efforts to improve procedures, tools, technologies, and practices for public sector property management in light of current and future trends.

Replace the current Asset Information Management Systems (AIMS) with new and improved real property management system software.

Real Property Asset Protection & Stewardship

Protect rights-of-way and facilities for optimal operating conditions and promote stewardship and sustainability of real property assets.

Make property tax payments and file possessory tax reports to appropriate counties on time.

Make timely and suitable responses to adjacent projects, land developments, legislation, and environmental proceedings.

Complete annual site inspections of leased property.

Improve land security practices to further decrease incidences of trespass.

Revise right-of-way operating policies to reflect modernized best practices.

Continue efforts to detect and address right-of-way encroachments in a timely manner.

Monitor compliance with terms of licensing and leasing agreements (e.g., invoicing, insurance coverage, fee and rent receivables).

Monitor legislation regarding eminent domain, relocation assistance, and public agency real estate acquisition and appraisal practices.

Bay Delta Initiatives / BDCP Support

Provide property planning, research, and valuation in support of the Bay Delta Conservation Plan and habitat restoration efforts.

DVL Management

Continue to manage DVL and explore new marina opportunities, expand lease revenues, and improve trail access and public use.

Property & Right of Way Acquisition Support

Provide acquisition, appraisal, negotiations, and cost analysis services for O&M and capital projects.

Acquire the necessary property and rights-of-way in support of the Distribution System Infrastructure Protection program.

Workforce Development & Succession Planning

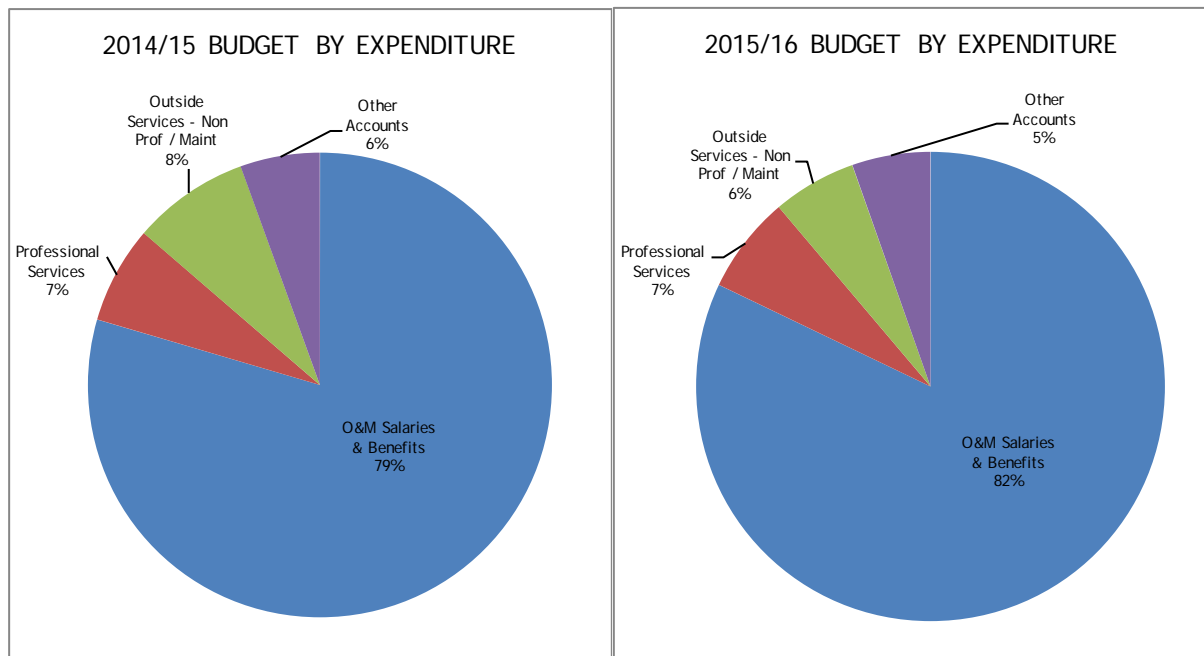
Expand knowledge, skills, and abilities of staff through training, succession planning, and education workshops.

Rebuild the group's performance measurement system to better reflect the group structure.

O&M Financial Summary

	2012/13 Actual	2013/14 Budget	2014/15 Budget	Change from 2013/14	2015/16 Budget	Change from 2014/15
Total Salaries and Benefits	4,009,200	4,033,200	4,794,400	761,200	4,851,400	57,000
<i>Direct charges to Capital</i>	<i>(166,300)</i>	<i>(217,100)</i>	<i>(292,600)</i>	<i>(75,500)</i>	<i>(289,800)</i>	<i>2,800</i>
O&M Salaries & Benefits	3,842,900	3,816,100	4,501,800	685,700	4,561,600	59,800
% Change		(1.0%)		18.0%		8.7%
Professional Services	304,500	325,000	432,000	107,000	372,000	(60,000)
Outside Services – Non Professional / Maintenance	325,000	390,200	320,000	(70,200)	320,000	0
Memberships & Subscriptions	34,100	64,300	65,500	1,200	65,500	0
Taxes & Permits	100	0	60,000	60,000	50,000	(10,000)
Materials & Supplies	35,000	50,300	50,000	(300)	50,000	0
Travel Expenses	11,800	44,100	39,700	(4,400)	39,700	0
Other Accounts	92,700	107,400	95,600	(11,800)	95,600	0
Total O&M	4,646,100	4,797,400	5,564,600	767,200	5,554,400	(10,200)
% Change		3.3%		16.0%		(0.2%)

Note – Totals may not foot due to rounding.



Personnel Summary

	2012/13 Actual	2013/14 Budget	2014/15 Budget	Change from 2013/14	2015/16 Budget	Change from 2014/15
Regular	23	31	28	(3)	28	0
O&M	22	29	25	(4)	25	0
Capital	1	2	3	1	3	0
Temporary	0	0	3	3	3	0
O&M	0	0	3	3	3	0
Capital	0	0	0	0	0	0
Total Personnel	23	31	31	0	31	0
O&M	22	29	28	(1)	28	0
Capital	1	2	3	1	3	0

Note - Totals may not foot due to rounding.

SIGNIFICANT BUDGET ISSUES

RPDM's biennial budget is \$5.6 million in FY 2014/15 and \$5.5 million in FY 2015/16 or an increase of 16.1% and (0.2%) respectively from the prior budget years. The increase is due primarily to three factors.

- Salaries and Benefits costs related to merit increases for qualified employees and an increase in retirement-related benefits costs is the primary factor.
- Participation fee for the Western Riverside County Agricultural Coalition, formed to inform and educate agricultural producers about regulator issues and to coordinate with county and state regulatory agencies
- Implementation of an acquisition module for the property management database

The following are the significant changes by budget year.

FY 2014/15

Personnel-related issues

Total personnel count remains flat from FY 2013/14. The addition of three District temporary employees is offset by the unfunding of three regular vacant positions.

Increase in capital labor reflects continued focus on Distribution System Infrastructure Protection Program and right-of-way protection efforts.

Other

The increase in Professional Services for the implementation of the property management database was somewhat offset by the redistribution of budget between Professional Services and Non-Professional.

FY 2015/16

Personnel-related issues

Personnel count remains flat from FY 2014/15 budget.

Professional Services

Other

