

Budget Revision Requests
1/19/2016

Revision No.: 0003604
Departments: Housing/Community Development
Title: CSD- HCD Release committed fund balance to fund CDBG consulting services
Budget Action: Increase appropriations of \$30,000 in Community Services Department, Housing and Community Division, General fund for Service and Supplies funded by a release of Committed fund balance.

Revision No.: 0004288
Departments: Community Services, Housing/Community Development
Title: CSD- Division of Energy and Sustainability - Shift Salary Savings for DESI move
Budget Action: Transfer appropriations of \$60,000 in Community Services Department General Fund from Salaries and Benefits to Services and Supplies for Division of Energy and Sustainability office relocation. Transfer appropriations of \$10,000 between Community Services Department and Housing and Community Development Division in the General Fund for Division of Energy and Sustainability office relocation.

Revision No.: 0004301
Departments: Parks
Title: CSD – Parks, Arroyo Burro Beach Development Impact Fee Improvements
Budget Action: Increase appropriations of \$40,000 in Community Services Department, Parks Division, Capital Projects Fund for Capital Assets funded by unanticipated revenue from Development Impact (Quimby) Fees.

Revision No.: 0004310
Departments: General County Programs, Parks
Title: Release unused project funds to General Fund Contingency Fund Balance
Budget Action: Establish appropriations of \$177,494 in Parks, Capital Projects Fund for Other Financing Use funded by a release of Committed Fund Balance and establish appropriations in General County Programs, General Fund to increase Committed Contingency Fund Balance.

Revision No.: 0004313
Departments: County Executive Office
Title: Increase appropriation for Office of Emergency Management expenses funded by unanticipated revenue.
Budget Action: Increase appropriations of \$205,727 in the County Executive Office, Office of Emergency Management, General Fund, for Salaries and Benefits (\$30,000), Services and Supplies (\$110,090), and Increase to Committed Fund Balance (\$65,637) funded by unanticipated revenue from the Refugio Oil Spill Incident reimbursement for cost incurred.

Budget Revision Requests

Document Number: BJE - 0003604 Agenda Item: Agenda Date: 1/19/2016 Approval: BOS 4/5 Has Board Letter: No

Title: CSD- HCD Release committed fund balance to fund CDBG consulting services

Budget Action: Increase appropriations of \$30,000 in Community Services Department, Housing and Community Division, General fund for Service and Supplies funded by a release of Committed fund balance.

Justification: This budget revision is necessary to contract with MDG and Associates to provide technical assistance on the County's CDBG program during staffing vacancies.

Financial Summary

<u>Fund</u>	<u>Department</u>	<u>Project</u>	<u>Object Level</u>	<u>Source Amount</u>	<u>Use Amount</u>
0001 - General	055 - Housing/Community Development		55 - Services and Supplies	0.00	30,000.00
0001 - General	055 - Housing/Community Development		93 - Changes to Committed	30,000.00	0.00
Fund: 0001 - General, Department: 055 - Housing/Community Development Total:				<u>30,000.00</u>	<u>30,000.00</u>

Signatures

<u>Signed By</u>	<u>Signed On</u>	<u>Department/Agency</u>	<u>Approval Level</u>	<u>Valid</u>
Michele Jordan	1/4/2016 3:02:37 PM	055 - Housing/Community Development	Fund/Department	Y
Ryder Bailey	1/4/2016 3:48:11 PM	057 - Community Services	Fund/Department	Y
Richard Morgantini	1/5/2016 8:20:37 AM	012 - County Executive Office	CEO Analyst	Y
Pancho Occiano	1/5/2016 9:01:12 AM	061 - Auditor-Controller	FACS	Y
Stephen Williams	1/6/2016 11:02:02 AM	061 - Auditor-Controller	FACS	Y
Stephen Williams	1/6/2016 11:02:02 AM	061 - Auditor-Controller	FACS Supervisor	Y
Julie Hagen	1/6/2016 11:18:17 AM	061 - Auditor-Controller	Chief Deputy Controller	Y
Thomas Alvarez	1/7/2016 10:03:20 AM	012 - County Executive Office	Budget Director	Y

Budget Revision Requests

Document Number: BJE - 0004288 Agenda Item: Agenda Date: 1/19/2016 Approval: BOS 3/5 Has Board Letter: No

Title: CSD- Division of Energy and Sustainability - Shift Salary Savings for DESI move

Budget Action: Transfer appropriations of \$60,000 in Community Services Department General Fund from Salaries and Benefits to Services and Supplies for Division of Energy and Sustainability office relocation. Transfer appropriations of \$10,000 between Community Services Department and Housing and Community Development Division in the General Fund for Division of Energy and Sustainability office relocation.

Justification: The Division of Energy and Sustainability Initiatives recently moved from 105 East Anapamu, Suite 105 to the second floor of the Engineering Building at 123 East Anapamu. This move was due to the existing space being inadequate for the expanding division. The total project cost is estimated at \$95,000, however the operating budget absorbed \$12,500 while General Services contributed \$12,500 towards the move as well. The remaining move costs will be paid for out of current year salary savings from vacant funded positions that are expected to be filled early 2016.

Financial Summary

Fund	Department	Project	Object Level	Source Amount	Use Amount
0001 - General	055 - Housing/Community Development		50 - Salaries and Employee Benefits	0.00	(10,000.00)
0001 - General	055 - Housing/Community Development		85 - Intrafund Expenditure Transfers (+)	0.00	10,000.00
Fund: 0001 - General, Department: 055 - Housing/Community Development Total:				0.00	0.00
0001 - General	057 - Community Services		50 - Salaries and Employee Benefits	0.00	(60,000.00)
0001 - General	057 - Community Services		55 - Services and Supplies	0.00	70,000.00
0001 - General	057 - Community Services		80 - Intrafund Expenditure Transfers (-)	0.00	(10,000.00)
Fund: 0001 - General, Department: 057 - Community Services Total:				0.00	0.00

Signatures

Signed By	Signed On	Department/Agency	Approval Level	Valid
Andrew Myung	12/3/2015 2:08:45 PM	057 - Community Services	Fund/Department	Y
Ryder Bailey	12/4/2015 9:27:11 AM	057 - Community Services	Fund/Department	Y
John Jayasinghe	12/11/2015 3:52:03 PM	012 - County Executive Office	CEO Analyst	Y
Pancho Occiano	12/11/2015 4:41:42 PM	061 - Auditor-Controller	FACS	Y
Stephen Williams	12/14/2015 10:56:11 AM	061 - Auditor-Controller	FACS	Y
Stephen Williams	12/14/2015 10:56:11 AM	061 - Auditor-Controller	FACS Supervisor	Y
Julie Hagen	12/17/2015 1:28:32 PM	061 - Auditor-Controller	Chief Deputy Controller	Y
Thomas Alvarez	1/7/2016 9:59:49 AM	012 - County Executive Office	Budget Director	Y

Budget Revision Requests

Document Number: BJE - 0004301 Agenda Item: Agenda Date: 1/19/2016 Approval: BOS 4/5 Has Board Letter: No

Title: CSD – Parks, Arroyo Burro Beach Development Impact Fee Improvements

Budget Action: Increase appropriations of \$40,000 in Community Services Department, Parks Division, Capital Projects Fund for Capital Assets funded by unanticipated revenue from Development Impact (Quimby) Fees.

Justification: The proposed project for improved park infrastructure in the South Coast West Area includes design costs to upgrade and install of a notification system at the Arroyo Burro Beach Lift Station (Development Impact (Quimby) Fees, Fund 1400: \$40,000). The current balance of this fund is approximately \$363K.

Financial Summary

<u>Fund</u>	<u>Department</u>	<u>Project</u>	<u>Object Level</u>	<u>Source Amount</u>	<u>Use Amount</u>
0031 - Parks Dept Capital Projects	052 - Parks		30 - Charges for Services	40,000.00	0.00
0031 - Parks Dept Capital Projects	052 - Parks		65 - Capital Assets	0.00	40,000.00
Fund: 0031 - Parks Dept Capital Projects, Department: 052 - Parks Total:				<u>40,000.00</u>	<u>40,000.00</u>

Signatures

<u>Signed By</u>	<u>Signed On</u>	<u>Department/Agency</u>	<u>Approval Level</u>	<u>Valid</u>
Ryder Bailey	1/4/2016 2:56:42 PM	057 - Community Services	Fund/Department	Y
Richard Morgantini	1/5/2016 8:21:07 AM	012 - County Executive Office	CEO Analyst	Y
Andrew Myung	1/6/2016 5:17:29 PM	057 - Community Services	Fund/Department	Y
Pancho Occiano	1/7/2016 7:51:19 AM	061 - Auditor-Controller	FACS	Y
Stephen Williams	1/7/2016 11:18:50 AM	061 - Auditor-Controller	FACS	Y
Stephen Williams	1/7/2016 11:18:50 AM	061 - Auditor-Controller	FACS Supervisor	Y
Julie Hagen	1/7/2016 11:24:43 AM	061 - Auditor-Controller	Chief Deputy Controller	Y
Thomas Alvarez	1/7/2016 4:57:46 PM	012 - County Executive Office	Budget Director	Y

Budget Revision Requests

Document Number: BJE - 0004310 Agenda Item: Agenda Date: 1/19/2016 Approval: BOS 4/5 Has Board Letter: No

Title: Release unused project funds to General Fund Contingency Fund Balance

Budget Action: Establish appropriations of \$177,494 in Parks, Capital Projects Fund for Other Financing Use funded by a release of Committed Fund Balance and establish appropriations in General County Programs, General Fund to increase Committed Contingency Fund Balance.

Justification: The Parks Department moved their project activity into their own Capital Project Fund (#0031), out of the multi-departmental Capital Project Fund (#0030). After the transfer of projects/activity to this new fund, there are remaining project funds that were unused and not related to a particular project. We propose to move these monies back to the General Fund, Committed Contingency Fund Balance so that they can be re-appropriated by the Board of Supervisors.

Financial Summary

Fund	Department	Project	Object Level	Source Amount	Use Amount
0030 - Capital Outlay	052 - Parks		70 - Other Financing Uses	0.00	177,494.00
0030 - Capital Outlay	052 - Parks		93 - Changes to Committed	177,494.00	0.00
Fund: 0030 - Capital Outlay, Department: 052 - Parks Total:				<u>177,494.00</u>	<u>177,494.00</u>
0001 - General	990 - General County Programs		40 - Other Financing Sources	177,494.00	0.00
0001 - General	990 - General County Programs		93 - Changes to Committed	0.00	177,494.00
Fund: 0001 - General, Department: 990 - General County Programs Total:				<u>177,494.00</u>	<u>177,494.00</u>

Signatures

Signed By	Signed On	Department/Agency	Approval Level	Valid
Julie Hagen	12/22/2015 2:24:27 PM	061 - Auditor-Controller	Chief Deputy Controller	Y
Joseph Toney	12/22/2015 5:11:59 PM	012 - County Executive Office	CEO Analyst	Y
Jette Christiansson	12/23/2015 8:43:24 AM	012 - County Executive Office	CEO Analyst	Y
Pancho Occiano	1/4/2016 8:51:44 AM	061 - Auditor-Controller	FACS	Y
Stephen Williams	1/4/2016 9:26:30 AM	061 - Auditor-Controller	FACS	Y
Stephen Williams	1/4/2016 9:26:30 AM	061 - Auditor-Controller	FACS Supervisor	Y
Thomas Alvarez	1/6/2016 3:13:45 PM	012 - County Executive Office	Budget Director	Y

Budget Revision Requests

Document Number: BJE - 0004313 Agenda Item: Agenda Date: 1/19/2016 Approval: BOS 4/5 Has Board Letter: No

Title: Increase appropriation for Office of Emergency Management expenses funded by unanticipated revenue.

Budget Action: Increase appropriations of \$205,727 in the County Executive Office, Office of Emergency Management, General Fund, for Salaries and Benefits (\$30,000), Services and Supplies (\$110,090), and Increase to Committed Fund Balance (\$65,637) funded by unanticipated revenue from the Refugio Oil Spill Incident reimbursement for cost incurred.

Justification: This budget revision increases appropriations in the County Executive Office, Office of Emergency Management, for the purchase of GIS hardware and software, equipment for new staff and furniture and equipment for the new north county office, extends the funding for new/current extra help staffing and administrative costs, and increases Committed Fund Balance for future OEM unanticipated costs and equipment repairs/upgrades.

Financial Summary

<u>Fund</u>	<u>Department</u>	<u>Project</u>	<u>Object Level</u>	<u>Source Amount</u>	<u>Use Amount</u>
0001 - General	012 - County Executive Office		45 - Miscellaneous Revenue	205,727.00	0.00
0001 - General	012 - County Executive Office		50 - Salaries and Employee Benefits	0.00	30,000.00
0001 - General	012 - County Executive Office		55 - Services and Supplies	0.00	110,090.00
0001 - General	012 - County Executive Office		93 - Changes to Committed	0.00	65,637.00
Fund: 0001 - General, Department: 012 - County Executive Office Total:				<u>205,727.00</u>	<u>205,727.00</u>

Signatures

<u>Signed By</u>	<u>Signed On</u>	<u>Department/Agency</u>	<u>Approval Level</u>	<u>Valid</u>
Jette Christiansson	1/11/2016 10:18:13 AM	012 - County Executive Office	CEO Analyst	Y
Thomas Alvarez	1/11/2016 10:34:43 AM	012 - County Executive Office	Budget Director	Y
Stephen Williams	1/11/2016 10:37:53 AM	061 - Auditor-Controller	FACS	Y
Stephen Williams	1/11/2016 10:37:53 AM	061 - Auditor-Controller	FACS Supervisor	Y
Julie Hagen	1/11/2016 11:29:52 AM	061 - Auditor-Controller	Chief Deputy Controller	Y

Budget Revision Requests

**Contingency Fund Status
01-19-16**

7/1/2015 Beginning Balance	Detail of Board Approved Changes:	\$ 3,393,255.74	Status
FY 2015-16 Adopted Budget Development Policy	FY 2015-16 General Fund Contribution per Budget Development Policy	\$ 750,000.00	Completed
FY 2015-16 Board Adjustments			
7/21/2015 NCJ & AB 900 Operations Study		\$ (75,000.00)	Completed
8/25/15 NCJ Operations Study Additional Consultant Services		\$ (20,000.00)	In Process
9/17/15 Approved by A/C's office: Increase Imprest Cash Account in Animal Services Fund 0001 as per County Petty Cash Policy		\$ (100.00)	Completed
6/30/2016 Adjusted Budget Ending Balance		<u><u>\$ 4,048,155.74</u></u>	