

SANTA BARBARA COUNTY BOARD AGENDA LETTER



Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:

Prepared on: 06/02/03
Department Name: County Administrator
Department No.: 012
Agenda Date: 6/09/03
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Michael F. Brown
County Administrator

STAFF CONTACT: **Ken Masuda**, Director of Budget and Research
568-3400

SUBJECT: Fiscal Year 03-04 Final Budget Adjustments, Ongoing Grant and Contract Approvals, and Budget Resolution

Recommendation(s):

That the Board of Supervisors:

1. Approve final budget adjustments to the Fiscal Year 2003-04 Proposed Budget
2. Delegate authority to the County Administrator to execute ongoing revenue grants and expenditure contracts (including library and advertising) included in the Proposed Budget
3. Adopt the Resolution of the Board of Supervisors entitled In the Matter of Adopting the Budget for Fiscal Year 2003-04.

Alignment with Board Strategic Plan:

The recommendation(s) are primarily aligned with Goal No. 3. A Strong, Professionally Managed County Organization.

Discussion:

Final Budget Adjustments

As is the case each year, events have occurred since preparation of the Proposed Budget, which require us to recommend adjustments to various appropriations and revenues. Adjustments fall into three general categories:

1. Ministerial changes prompted by good financial management.

2. Rebudgeting of appropriations included in the 2002-03 budget but not spent. These are usually capital outlay or appropriations for other one-time projects.
3. Other changes to General Fund and non-General Fund budgets.

Attachment A is a list of all final budget adjustments recommended for approval by the Board, including those for the increased retirement and health insurance costs.

Ongoing Grants and Contracts

The County has numerous ongoing revenue grants and expenditure contracts that are renewed each year with the funding and expenditures approved by the Board during the annual budget hearings. The execution then becomes ministerial and can be delegated to the County Administrator, who will verify the inclusion in the Adopted Budget and sign for the County, thus reducing the number of administrative agenda items that come before the Board during the year. We tested this process in FY 98-99 with the Advertising and Library Grants. In FY 99-00, it was expanded to include all ongoing revenue grants and in FY 01-02 the Public Health and the Alcohol, Drug, & Mental Health Services Departments successfully piloted this process for expenditure contracts. The process has resulted in a much more efficient and responsive process for the agencies involved. The grants to be included in this year's delegation are identified in Attachment B. The contracts to be included in this year's delegation are identified in Attachment C.

Budget Resolution

The Resolution of the Board of Supervisors follows as Attachment D.

Mandates and Service Levels: Board approval of these proposed changes (final budget adjustments and ongoing grants and contracts) during budget hearings is discretionary. The budget hearings, proposed budget, and the budget resolution are subject to: The Government Code of the State of California Section 29066, 29080, 29089, 29090, and 29092.

Fiscal and Facilities Impacts:

Approval of these recommendations adopts the proposed 2003-04 budget (with any modifications determined by the Board) and authorizes the County Administrator to take necessary related fiscal action.

cc: Each Department Head

Attachments:

- A - Final Budget Adjustments
- B - Ongoing Grants
- C- Ongoing Contracts
- D- Resolution of the Board of Supervisors