

ADMINISTRATIVE AGENDA  
BUDGET REVISIONS

07/22/03

**CONTINGENCY REVISIONS**

**Requires 4 Votes**

Transfer No: 2004201

Treasurer-Tax Collector \$58,835 Total/Decrease

Increase General Fund contribution for unrealized revenue resulting from cost allocation plan calculation error.

Transfer No: 2004211/2004213

General County Program, Fire Department, \$69,688 Total/Increase  
Public Works, Santa Barbara Vector Control  
District

Release Property Tax Impound Reserves to pay refund and increase designations for excess as a result of Bacara Resort Assessment Appeal settlement.

Transfer No: 2004215

Public Defender \$56,365 Total/Decrease

All departmental designations were fully exhausted first before this contingency request became necessary.

This is a request for supplementation. Most significantly due to ongoing representation, investigation, and preparation necessary in current and formerly capital cases. Your Board is aware that earlier this fiscal year, this legal department faced the unprecedented burden of five simultaneous capital cases. That number has now been reduced to a single triple murder capital case. However, several of the formerly capital cases remain as “life without parole” cases which continue to require significant human and financial resources. In addition, a number of complex cases have proceeded to trial and retrial (see People v. Pressley), which have drawn heavily upon professional and special services (expert witnesses). Fleet services have been impacted as staff has supported North County staff illnesses. Finally, catastrophic leaves and simultaneous replacement staff have impacted salaries.

Transfer No: 2004251

General County Programs \$10,373 Total/Increase

Transfer receipt of County Bowl repayment of Flood Damage Loan to Contingency.

Transfer No: 2004264

Sheriff Department

\$125,000 Total/Decrease

To cover additional Workers Compensation costs due to mid-year adjustment and additional jail medical co-pays (Sheriff Department previously release department SCAAP designation of \$265,101 to share in this burden). Also, to cover additional retirement contribution need for military leave of absence per Board of Supervisors resolution.

**REVENUE REVISIONS**

**Requires 4 Votes**

Transfer No: 2003949

Treasurer-Tax Collector

\$65,984 Total

Recognize unanticipated revenue equal to the difference of the adjusted budget, Net Financial Impact and the estimated actuals budget for FY 02-03. Amount designated to be used for 2003-04 fiscal year.

Transfer No: 2004057

District Attorney

\$185,000 Total

Unanticipated revenue of \$120,000 received in the Beverly La Cumbre civil case, coupled with \$65,000 in expenditure savings, is moved to designation. They will be utilized to finance the District Attorney Elder Abuse Prosecution Unit in 03-04.

Transfer No: 2004098

Auditor-Controller, General Services

\$18,000 Total

**Auditor-Controller**

Transferring funds from Services & Supplies to cover "Other Charges" (Data Processing fees).

**General Services**

Recognize additional budget for Auditor-Controller to Line Item Account 7892 (Data Processing Services) by Auditor-Controller and allocate to appropriate Fund and Line Item Account.

Transfer No: 2004156

General Services \$30,000 Total

To recognize the additional Vehicle Operations spending by Parks Department and allocate to Fund 1900 (Vehicle Operations/Maintenance) as appropriate.

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Transfer No: 2004158

General County Programs, Social Services \$27,097 Total

- 1) Place in designation \$27,097 of unanticipated revenue received by Children and Families Commission as a 10% Administrative Fee from Department of Social Services for Leveraging Title IV Funds, to be set aside for potential audit exceptions in the future.
- 2) Budget funds returned from Public health WEB Project for appropriation to fund completion of database application.

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Transfer No: 2004177

Board of Supervisors, General Services \$59,727 Total

Release salary designation to fund Board of Supervisor staff salaries for last pay period, due to various increases in benefits not included in FY 02-03 salary model and no available salary savings because of no turnover in staff. Move Services & Supplies saving to fund General Service's charges.

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Transfer No: 2004179

Sheriff Department \$2,573,522 Total

This budget Revision Request adjust Fund 0030 Capital Projects for the Sheriff Department, by project, so that all projects balance and have a net variance of zero at year-end. It increases the designation and moves \$198,000 to the Agency Fund 1561 (revenue less expenditures equals the increase to designation, which goes into Fund 1562), so that no revenues fall into fund balance. No net County cost.

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Transfer No: 2004182

Alcohol, Drug and Mental Health Services \$36,000 Total  
General Services

To record an increase in unanticipated Mental Health Cost Report Settlement and Reprographic charges for \$20,000 and \$12,000 respectively, decreasing Services & Supplies by \$12,000 and use of designations by \$20,000.

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Transfer No: 2004184

Sheriff Department \$265,101 Total

To release SCAAP designation per target negotiations with County Administrator to fund unanticipated higher jail medical co-pays. No net County cost.

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Transfer No: 2004195

Planning and Development \$185,000 Total

Designate unexpended funds from contracts for use in FY 03-04 process improvements per agreement with County Administrator.

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Transfer No: 2004197

Fire Department, General Services \$25,750 Total

Transfer budget from motor pool charges to operating transfer out for vehicles due to the unanticipated early replacement and upgrade of emergency response vehicles.

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Transfer No: 2004198

General County Program \$15,537 Total

Unanticipated revenues to be received from Orfalea Foundation (\$11,000) plus from various participants to the Worklife Conference, for a total of \$15,307, and \$230 revenues received from participants to a PQI training workshop. Funds used for conference costs.

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Transfer No: 2004209

Fire Department \$75,000 Total

Increase Salaries & Benefits appropriation due to increased fire incidents and emergency staffing. Incident revenues also increase as a result of these efforts.

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Transfer No: 2004219

Clerk-Recorder-Assessor \$8,200 Total

Recognizes unanticipated revenue from fees and places it in 9783 Designation per Health & Safety Code 103625.

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Transfer No: 2004239/2004241

Planning & Development \$120,000 Total

Release designation to offset year-end expenditures in Isla Vista Redevelopment Agency Fund. \$70,000 in master plan consulting costs was incorrectly billed to the General Fund. Remaining \$50,000 is for overhead charges.

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Transfer No: 2004240

Fire Department, General County Program \$521,000 Total

Correct Budget Journal Entry BJE 200388 moving contribution to Restoration Designation from Department 031 (Fire Department), to Department 990, (General County Programs), in order to show a General Fund reduction to the Fire Department's adjusted budget.

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Transfer No: 2004243/2004245

Court Special Services \$190,527 Total

- 1) To appropriate additional budget (\$1,700) for increased designated Cadre Fees (Court Alternative Dispute Resolution).
- 2) To designate IVR Budget in Contract Services for purposes of using in FY 03-04 Criminal Version.
- 3) To designate IVR Budget in Fixed Assets for purposes of using in FY 03-04. Installation to complete 2<sup>nd</sup> Quarter 03-04 Traffic Version.

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Transfer No: 2004246

Sheriff Department \$45,779 Total

This budget revision request releases designation in the Capital Projects Fund, in the amount \$4,425, to fund one last Fund 0030 invoice (for FY 02/03). It also releases designation from the agency fund 1565 to fund various Fund 0001 purchases (construction of the Mounted Unit arena, Livestock Investigator training, Training Bureau furniture) using donation money. It also transfers revenue from the Civil Bureau trust funds to pay for computers and defibrillators in the Civil Bureau. No net County cost.

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Transfer No: 2004247

Clerk-Recorder-Assessor \$89,000 Total

Decrease CRA Automation/Modernization Designation to fund unanticipated expenditures that can be paid with designated funds.

Transfer No: 2004248

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General Services \$44,000 Total

Reallocate saving in Regular Salaries account and increase revenue to offset utility expenses.

Transfer No: 2004249

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Fire Department \$1,877,275 Total

Adjust budgeted designation increases to reflect increase in capital designation, rather than designated-various for revenue received from impound account releases.

Transfer No: 2004257

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General Services \$4,661,644 Total

To create designation in Fund 0030 (Capital Outlay) to account for year-end balances in numerous projects including the COP's construction projects.

Transfer No: 2004262

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General Services \$2,150,275 Total

General Services adjustments to Insurance Funds for 6/30/03 to match actuarial report;

- 1) Workers Compensation increase outstanding liability for claims from \$27,073,000 to \$27,379,495.
- 2) General Liability-Increase Outstanding liability for claims from \$3,224,000 to \$5,349,932.

Transfer No: 2004263

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Court Special Services \$280,000 Total

Use unanticipated revenue and remaining Services & Supplies appropriations to cover the accrual amount for the year-end state revenue sharing payment required by County Maintenance of Effort payment for court operations.

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Transfer No: 2004280

General County Programs \$300,000 Total

Release designation due to reductions in State Prop 10 revenues and the State's need (impounds of funds) to backfill a reduction in Prop 99 funding.

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Transfer No: 2004285

Sheriff Department \$9,137 Total

Release designation for expenses paid for security upgrades and fencing for Jail and Honor Farm.

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Transfer No: 2004286

General Services \$33,000 Total

To create designation for rollover of deferred maintenance projects committed in FY 02-03 that will be paid for in FY 03-04.

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Transfer No: 2004288

General Services \$6,027,991 Total

Reduce Board of Corrections grant recognized in FY 02-03 to amount expended. Original grant was for \$8,040,000. Grant remainder will be appropriated in FY 03-04 with BJE 2004294.

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Transfer No: 2004292

Sheriff Department \$9,996 Total

This Budget Revision Request increases designation and revenue for unexpended donations received in the Agency Fund 1565 for misc. Sheriff Department purchases (training bureau, K-9). The funds have already been received. This BRR simply makes the budget equal the actuals.

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Transfer No: 2004297

Probation Department \$76,697 Total

This budget revision makes the following two year-end adjustments to designation

- 1) Increases the release of designation Account 9770 (Designation Probation-LLEBG) to match actual LLEBG Grant expenditures in FY 02-03.
- 2) Increases the release of San Luis Obispo County Funds in Designation Account 9789 (Designation Probation Projects) for San Luis Obispo County minors placed at the Tri-Counties Boot Camp Program.

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Transfer No: 2004298

General Services \$182,436 Total

To designate LUFT (Leaking Underground Fuel Tank), project money for year-end processing FY 02-03.

Using expense savings and releasing designation for anticipated expenses of reopened LUFT sites.

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Transfer No: 2004304

Park Department \$561,370 Total

Reduce FY 02-03 appropriations for twelve parks deferred maintenance capital improvement projects in Park ACO Fund and return funds to General Fund Capital Contribution Designation. Project balances to be rebudgeted to FY 03-04 via Final Budget adjustment on BAD system.

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Transfer No: 2004306

Alcohol, Drug and Mental Health Services \$1,043,454 Total

To budget for Probation transfers, and correct for budget amount for line item account 7510 (Contractual Services), and to reimburse Fund 0044 (Mental Health) for Prop 36 activity. Fund 0047 (Substance Abuse & Crime Prev) Prop 36, Prop 36 funds are routed through Fund 0044 (Mental Health) for payment to Probation Department. Includes \$214,727 of unbudgeted expenditure.

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Transfer No: 2004308

Sheriff Department \$98,254 Total

To correct LI 6951 negative balance attributable to accounting adjustments moving salary expense from General Fund, Department 032 to Inmate Welfare Fund; these adjustments did not properly move labor overhead costs between funds. This increases salary expense in 0001/032 with a decrease in 0075/032.

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Transfer No: 2004309

General County Programs \$150,000 Total

Release \$150K of designation to eliminate negative fund balance at year-end due to unrealized revenues from the State Children and Families Commission.

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Transfer No: 2004316

General Services \$32,437 Total

To recognize interest earnings on Fund 0030 for quarter – ended 6/30/03 and appropriate for asbestos projects and long-range facilities planning process.

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**DESIGNATION REVISIONS**

**Requires 3 Votes**

Transfer No: 2004202

General Services \$46,226 Total

Designate \$2,713 for remainder of purchasing project & designate \$43,513 for CAFM (Computer-Aided Facilities Management) projects to FY 03-04. These designations will allow the projects to finish within their budgets.

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Transfer No: 2004214

General Services \$45,000 Total

To move appropriation from the Gasoline-Oil-Fuel account to the fixed asset object level, this covers a payment on fire trucks delivered earlier than expected, payment was required prior to June 30<sup>th</sup> to preserve the discount on the invoice.

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Transfer No: 2004272

Sheriff Department

\$41,071 Total

To move budget between object levels to provide funds to designate cash received from State for CLEEP, which must be spent on law enforcement technology equipment ordered but not received by 6/30/03.

Transfer No: 2004315

Alcohol, Drug and Mental Health

\$650,000 Total

To record reserving SHIA MediCal – Homeless Grant, (Supported Housing Initiative Act) funds for future use.

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(COPIES OF ACTUAL BUDGET REVISION FORMS ARE AVAILABLE FOR PUBLIC  
INSPECTION IN THE AUDITOR-CONTROLLER’S OFFICE)

## Contingency Fund Detail

07/22/03

### General Fund Contingency Transfers:

None	Transfers
<b>Beginning Balance (FIN), 7/31/02</b>	<b>\$945,575</b>
Imprest Cash	\$4,140
Imprest Cash	(\$120)
Imprest Cash	(\$100)
09/03/02-2003685-General County Revenue	(\$91,291)
11/12/02-AUT-TRF5901/AUT-TRF0069-Court Special Services, Superior Court, ADMHS	\$10,624
01/23/03-2003882-Public Defender	(\$150,000)
01/28/03-2003823-General County Programs	\$2,334,135
09/03/02-2003978-Public Defender	(\$150,000)
04/15/03-2003909-General County Programs	\$1,373,851
05/13/03-2004045-Fire Department-Board Letter-D-1	(\$20,300)
05/13/03-2004049-Probation Department-Board Letter-D-1	(\$219,800)
05/13/03-2004050-Sheriff Department-Board Letter-D-1	(\$453,000)
05/13/03-2004053-District Attorney-Board Letter-D-1	(\$121,200)
05/13/03-2004054-Public Defender-Board Letter-D-1	(\$88,200)
05/13/03-2004062-General County Programs-Board Letter-D-1	(\$1,000,000)
06/03/03-2004099-General County Programs	(\$9,858)
06/24/03-2004103, 2004105-General County Programs	\$258,290
06/24/03-2004146-General County Programs	\$385,439
06/24/03-2004180-General County Programs	\$31,090
06/24/03-2004071-Clerk-Recorder-Assessor, General County Programs	\$102,040
07/22/03-2004201-Treasurer-Tax Collector	(\$58,835)
07/22/03-2004211/2004213-General County Program, Fire, Public Works	\$69,688
07/22/03-2004215-Public Defender	(\$56,365)
07/22/03-2004251-General County Programs	\$10,373
07/22/03-2004264-Public Defender	(\$125,000)
Imprest Cash	\$1,000
Imprest Cash	(\$2,500)
<b><u>Ending Total Remaining General Fund Contingency Balance</u></b>	<b>\$2,979,575</b>