

# 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:** 06/01/05  
**Department Name:** County Executive Office  
**Department No.:** 012  
**Agenda Date:** 6/13/05  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Michael F. Brown  
County Executive Officer

**STAFF CONTACT:** Ken Masuda, Director of Budget and Research, 568-3411  
Zandra Cholmondeley, Principal Analyst, 568-3261

**SUBJECT:** Fiscal Year 2005-06 Final Budget Adjustments, Ongoing Grant and Contract Approvals, and Budget Resolution

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## Recommendation(s):

That the Board of Supervisors:

1. Approve final budget adjustments to the Fiscal Year 2005-06 Proposed Budget
2. Delegate authority to the County Executive Officer to execute ongoing revenue grants and expenditure contracts (including library and advertising) included in the Proposed Budget
3. Authorize the County Executive Officer to approve ongoing expenditure contracts where amounts are up to 10% greater or less than indicated amounts without returning to the Board for approval.
4. Adopt the Resolution of the Board of Supervisors entitled In the Matter of Adopting the Budget for Fiscal Year 2005-06.

## 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. The adjustments that decrease Workers Compensation charges and increase contributions to General Liability fall in this category.
2. Rebudgeting appropriations included in the FY 2004-05 budget but not spent during the fiscal year. These are usually for capital outlays or appropriations for other types of one-time projects.
3. Other changes to General Fund and non-General Fund budgets. There are two changes of note. First, the final budget adjustments include a \$20,500 appropriation from General Fund contingency for landscape maintenance at the Santa Maria Juvenile Hall and Court. Second, the Fire Department is adding one full-time, limited term Fire Captain position to support the planning and implementation phases of the fire portion of planned upgrades to the Computer Aided Dispatch system. Funding for this position is from unanticipated ambulance (American Medical Response) contract revenues.

**Attachment A** is a list of all final budget adjustments recommended for approval by the Board.

### **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 Executive Officer, who will verify their 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. This is an 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**. The contract list could include *part-year* contracts that would have been for the same amount as the prior year if the request had been to renew them for a *full year*. For example, a contractor was paid \$100,000 for a full year's work last year but the proposed contract is for \$50,000 for 6 months work in FY 2005-06.

### **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 Sections 29066, 29080, 29089, 29090, and 29092.

### **Fiscal and Facilities Impacts:**

Approval of these recommendations adopts the Fiscal Year 2005-06 Proposed Budget (with any modifications determined by the Board) and authorizes the County Executive Officer 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

**RESOLUTION OF THE BOARD OF SUPERVISORS OF  
THE COUNTY OF SANTA BARBARA  
STATE OF CALIFORNIA**

**IN THE MATTER OF ADOPTING THE BUDGET  
FOR FISCAL YEAR 2005-06**

**RESOLUTION NO.**

1           **WHEREAS**, the Board of Supervisors of the County of Santa Barbara, State of  
2 California, has been meeting from time to time and holding public hearings at such meetings  
3 for the discussion and consideration of the proposed budget for the 2005-06 fiscal year, all  
4 pursuant to notice and the provisions of law, said public hearings having commenced on June  
5 13, 2005, and concluded on June 17, 2005, pursuant to notice given under Section 29066 and  
6 the requirements of Sections 29080 through 29092 of the Government Code of the State of  
7 California; and

8           **WHEREAS**, said Board of Supervisors has met pursuant to such published notice  
9 and heard all members of the general public and officials present regarding the matters  
10 aforesaid and has considered, made and settled all revisions of, deductions from, and  
11 increases or additions to the proposed budget which it deems advisable; and

12           **WHEREAS**, the record is in final form in the possession of the Santa Barbara  
13 County Clerk of the Board of Supervisors and Auditor-Controller, which meets requirements  
14 set forth in Government Code Section 29089, and the public hearing on said budget being  
15 now finally closed, and the meetings thereon finally concluded;

16           **NOW THEREFORE, BE IT RESOLVED** by the Board of Supervisors of the  
17 County of Santa Barbara, State of California, that said budget as so increased, modified,  
18 revised and finally settled shall be, and the same hereby is adopted as the budget for the  
19 2005-06 fiscal year for the County of Santa Barbara and all other entities whose affairs are  
20 financed and under the supervision of the Board of Supervisors; and that said budget  
21 document presently consists of the 2005-06 Proposed Budget, the record for the Budget  
22 Hearings, and the summaries and decisions of the Santa Barbara County Board of

1 Supervisors in making final budget adjustments which are incorporated herein and made a  
2 part of this resolution as though set forth in full pursuant to Government Code Section 29090.

4 **BE IT FURTHER RESOLVED** that the Auditor-Controller in compiling the final  
5 budget, is authorized to make adjustments required to balance interfund and intrafund  
6 transfers, and to make adjustments in offsetting revenue/expenditure accounts to the extent  
7 that there is no net overall change in the budget or no net change in General Fund  
8 Contribution as adopted during budget hearings.

9 **BE IT FURTHER RESOLVED** that the County Executive Officer and the Auditor-  
10 Controller are authorized to transfer appropriations to or from the Designated-Salary and  
11 Retirement Offset account in order to make adjustments, if necessary, to the Salaries and  
12 Benefits account of departmental budgets in accordance with any negotiated salary  
13 agreements or retirement rate changes.

14 **BE IT FURTHER RESOLVED** that the County Executive Officer and the Auditor-  
15 Controller are authorized to make final budget adjustments that transfer 2004-05  
16 appropriations for fixed assets and other material purchases that have been ordered but not  
17 received, by June 30, 2005 to the 2005-06 budget, subject to established criteria.

18 **BE IT FURTHER RESOLVED** that the Auditor-Controller, in compiling the Final  
19 Budget, is authorized to make ministerial budget changes and to transfer appropriations to or  
20 from designated fund balances and contingencies to balance the budget for the various funds  
21 governed by the Board of Supervisors.

22 **BE IT FURTHER RESOLVED** that the internal charges for services included in the  
23 proposed budget and as increased, modified and revised, and finally settled, are hereby  
24 adopted and incorporated into the financing of the Final Budget.

1           **BE IT FURTHER RESOLVED** that the Auditor-Controller is authorized to make  
2 adjustments to the final budget throughout fiscal year 2005-06 for line item accounts 3381  
3 Unrealized Gain/Loss on Investments and 9797 Designated-Unrealized Gains to properly  
4 record changes in the fair value of investments.

5           **BE IT FURTHER RESOLVED** that the Auditor-Controller is authorized to make  
6 adjustments to the final budget throughout fiscal year 2005-06 for line item account 3380  
7 Interest Income and various designation accounts in order to properly record designation  
8 increases in operating funds due to interest income in the underlying agency fund.

9           **BE IT FURTHER RESOLVED** that the Auditor-Controller and County Executive  
10 Officer are authorized to make any adjustments to the final budget for fiscal year 2005-06 in  
11 order to comply with any Governmental Accounting Standards Board Pronouncements or to  
12 conform the budget to Generally Accepted Accounting Principles.

13           **BE IT FURTHER RESOLVED** that the Auditor-Controller is hereby authorized to  
14 make adjustments to the final budget for fiscal year 2005-06 to reflect the transfer of any  
15 undesignated General Fund balance greater than \$3,201,112, with the first \$650,000 to the  
16 General Fund Contingency Designation with the remainder to the General Fund Strategic  
17 Reserve. If the General Fund undesignated fund balance ends the fiscal year below  
18 \$3,201,112 the difference first, up to \$300,000, will be taken from the Deferred Maintenance  
19 Designation and second, up to \$400,000, from the Contingency Designation. Any difference  
20 over \$700,000 will be taken from the Strategic Reserve.

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**PASSED, APPROVED, AND ADOPTED** by reference in accordance with  
Government Code Section 29090 by the Board of Supervisors of the County of Santa  
Barbara, State of California, this seventeenth day of June 2005 by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:  
Michael F. Brown  
Clerk of the Board

\_\_\_\_\_  
Susan Rose, Chair  
Board of Supervisors

BY: \_\_\_\_\_

APPROVED AS TO FORM:  
Stephen Shane Stark  
County Counsel

APPROVED AS TO  
ACCOUNTING FORM  
Robert W. Geis, CPA  
Auditor-Controller

BY: \_\_\_\_\_  
County Counsel

BY: \_\_\_\_\_  
Auditor-Controller