

COUNTY OF SAN MATEO

County Manager's Office

Date: September 18, 2001

TO: Honorable Board of Supervisors
FROM: John L. Maltbie, County Manager 
SUBJECT: Final Budget Changes to the Fiscal Year 2001-02 Recommended Budget

RECOMMENDATION

Approve final budget changes to the Fiscal Year 2001-02 Recommended Budget and adopt the following resolutions and amended Master Salary Ordinance:

1. Adopt a resolution approving the budget of the County of San Mateo as to the expenditures for Fiscal Year 2001-02 and making appropriations therefore;
2. Adopt a resolution approving the budget of the County of San Mateo as to the means of financing for Fiscal Year 2001-02;
3. Adopt an ordinance amending the Master Salary Ordinance for changes related to the final budget; and
4. Adopt a resolution establishing the appropriation limit for the County in accordance with Article XIII B of the California Constitution.

Discussion

On May 30, 2001, the Fiscal Years 2001-2003 Recommended Budget was submitted to the Board. Public hearings were conducted from June 25 through June 28, 2001. As a result of items held over from the hearings and subsequent events, including the adoption of the State budget and the County's financial year-end closing, changes have been made to the Recommended Budget.

September final budget changes, which are approved by adoption of the resolutions and ordinance, total \$9,508,311 and include:

1. Addition of revenue and appropriations related to the Crime Prevention Act of 2000
2. Adjustments related to the approval of the State budget
3. Adjustments for items resolved after June budget hearings
4. Corrections to reconcile the number of budgeted positions with the Master Salary Ordinance

Final budget changes to each budget unit are described in the colored September Revisions sheets attached. The changes to authorized positions as part of these final budget changes can be found in the attached Position Changes Summary. A net of 39 positions are being added; 29 of these are related to the Crime Prevention Act (CPA) of 2000.

Total final Fund Balance adjustments of \$48,655,136 have been made in accordance with the County Reserves Policy. These adjustments are summarized by budget unit in Exhibit A.

Hospital and Clinics Adjustments

Budget adjustments related to the Hospital and Clinics Enterprise Funds are currently being prepared by Health Services. A separate Board report and Appropriation Transfer Request (ATR) for these budget units will be presented for the Board's approval on October 2.

Status of Items for Consideration from June Budget Hearings

The following is the status of the four items identified during June budget hearings to be considered at the September final budget hearing:

1. Increase in Telecare Contract for Cordilleras Program (Mental Health) – an amendment to provide a 5.89% increase to the Telecare contract will be brought to the Board as a separate item. Net additional cost of \$154,559 is required and can be covered by Federal Medi-Cal revenue.
2. Addition of Five Positions (Probation) – the request for the addition of one Institution Services Manager, three Legal Office Specialists and one Probation Services Manager will be reviewed for consideration at mid-year when there is more information regarding the state of County revenues, especially from Public Safety Sales Tax (Proposition 172).
3. Add/Delete of Four Probation Group Supervisors (Probation) – this has been included as part of final budget changes to increase the level of supervision in Juvenile Hall.
4. Long Range Plan for Memorial Park Sewer System Replacement (Parks and Recreation) – a separate Board item has been prepared recommending that services from an outside firm be used to prepare the analysis (cost estimate, phase-in schedule, funding/grants available).

DEPARTMENT	CHANGE	CLASSIFICATION	ADD	DELETE
District Attorney Family Support	Reorganization	Family Support Supervisor	1	
		Family Support Technician		-2
District Attorney Family Support	Reconciliation of budget to Master Salary Ordinance	Family Support Supervisor	1	
		Family Support Officer III full-time		-1
		Family Support Officer III half-time	2	
Probation Department	Crime Prevention Act 2000	Deputy Probation Officer-U	5	
		Group Supervisor I - U	7	
		Group Supervisor II - U	1	
		Group Supervisor III - U	1	
		Legal Office Assistant - U	2	
		Probation Services Manager	2	
Probation Department	Add/Delete to provide more supervision at Juvenile Hall	Group Supervisor I		-4
		Group Supervisor III	4	
Probation Department	Prop 36 Substance Abuse Crime Prevention Act; reconciliation of budget to Master Salary Ordinance	Deputy Probation Officer	4	
Mental Health Division	Crime Prevention Act 2000	Mental Health Case Worker - U	5	
		Mental Health Program Spec - U	1	
Correctional Health Division	Crime Prevention Act 2000	Nurse Practitioner - U	1	
Human Services Agency	Crime Prevention Act 2000	Community Worker - U	2	
		Mental Health Case Worker - U	2	
Health Business Administration	Correction of budget to reconcile with Master Salary Ordinance	Management Analyst III	1	
Public Health Division	Correction of budget to reconcile with Master Salary Ordinance	Public Health Nurse	1	
HSA Alcohol and Drug	Prop 36 Substance Abuse Crime Prevention Act; reconciliation of budget to Master Salary Ordinance	Social Worker	2	
		Human Services Manager	1	
TOTALS			46	-7
Net Position Change			39	

RESOLUTION NO. _____

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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**RESOLUTION ADOPTING THE BUDGET OF THE COUNTY OF SAN MATEO AS TO
EXPENDITURES FOR THE FISCAL YEAR 2001-02 AND MAKING
APPROPRIATIONS THEREFORE**

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, this Board has, pursuant to law, held its hearing on the budget of the County of San Mateo as to expenditures for the fiscal year 2001-02, and there being no additional requests or applications on file with the Board for further hearing on the said budget;

WHEREAS, Section 29088 requires the Board to adopt the budget by resolution no later than October 2; and

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED AS
FOLLOWS:**

1. The Board of Supervisors of the County of San Mateo does hereby adopt the budget of the County of San Mateo for the fiscal year 2001-02 as to the expenditures program as now determined and hereinafter specified under the general classes of salaries and employee benefits, services and supplies, other charges, fixed assets, other financing uses and expenditures transfers and reimbursements;
2. The hereinafter specified proposed expenditures are appropriated to the several offices, departments, services, institutions, and districts for the fiscal year 2001-02;

3. Revenues classified as tax proceeds received during the fiscal year in excess of that amount budgeted in conformance with California Constitution Article XIII B shall be deemed appropriated to Contingencies at the end of the fiscal year;
4. The Clerk of the Board shall forward certified copies of this Resolution to the County Controller, who is hereby authorized and directed to open books of the account for the fiscal year 2001-02, setting forth each of said appropriation accounts with the various departments and districts whose affairs and funds are under supervision and control of the Board, and to allow requisition against the same commencing July 1, 2001; and
5. The herein above expenditures, by general classes as aforesaid are detailed in the Recommended Budget adopted June 28, 2001 and the Final Budget.

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RESOLUTION NO. _____

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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**RESOLUTION ADOPTING THE BUDGET OF THE COUNTY OF SAN MATEO AS TO
THE MEANS OF FINANCING FOR THE FISCAL YEAR 2001-02**

RESOLVED, that pursuant to the law in such cases made and provided, the Board of Supervisors of the County of San Mateo, State of California, do hereby adopt the summarization of the Final Budget by funds and the means of financing and the estimated revenue accruals including taxes to be collected on the current year secured tax roll for the fiscal year 2001-02 as set forth in the Recommended Budget adopted on June 28, 2001 and the October 2, 2001 Final Budget and summarized herein; and

BE IT FURTHER RESOLVED, that the County Controller shall set forth and tabulated on the budget forms prescribed by the State Controller, State Schedules 1, 2, 3, 13 and 14. Upon finalization by the County Controller, these schedules will be attached hereto.

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ORDINANCE NO. _____
BOARD OF SUPERVISORS, COUNTY OF SAN MATEO,
STATE OF CALIFORNIA

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AN ORDINANCE AMENDING ORDINANCE 04060

The Board of Supervisors of the County of San Mateo, State of California, ordains as follows:

SECTION 1. Part 12 of the Ordinance is amended as indicated:

ORGANIZATION 25000 DISTRICT ATTORNEY'S OFFICE

1. Item E434, Family Support Supervisor, is increased by 1 position for a new total of 13 positions.
2. Item E432, Family Support Technician, is decreased by 2 positions for a new total of 18 positions.

ORGANIZATION 32000 PROBATION DEPARTMENT

1. Item B119S, Deputy Probation Officer - unclassified series, is increased by 5 positions for a new total of 6 positions.
2. Item B116, Group Supervisor I - unclassified, is increased by 7 positions for a new total of 7 positions.
3. Item B120, Group Supervisor II - unclassified, is increased by 1 position for a new total of 1 position.
4. Item B135, Group Supervisor III - unclassified, is increased by 1 position for a new total of 1 position.
5. Item C004, Group Supervisor I, is decreased by 4 positions for a new total of 53 positions.
6. Item C006, Group Supervisor III, is increased by 4 positions for a new total of 27 positions.
7. Item B138S, Legal Office Assistant - unclassified series, is increased by 2 positions for a new total of 2 positions.

8. Item B241, Probation Services Manager I - unclassified, is increased by 2 positions for a new total of 2 positions.

ORGANIZATION 61000 MENTAL HEALTH SERVICES

1. Item B112S, Mental Health Case Worker - unclassified series is increased by 5 positions for a new total of 5 positions.
2. Item B156, Mental Health Program Specialist, is increased by 1 position for a new total of 1 position.

ORGANIZATION 63000 CORRECTIONAL HEALTH SERVICES

1. Item F009S, Patient Care series, is increased by 1 position for a new total of 36 positions.

ORGANIZATION 70000 HUMAN SERVICES AGENCY

2. Item B183S, Community Worker - unclassified series, is increased by 2 positions for a new total of 5 positions.
3. Item B112S, Mental Health Case Worker - unclassified series is increased by 2 positions for a new total of 4 positions.

SECTION 2. This action is effective at the start of the first pay period thirty days following adoption.

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
COUNTY OF SAN MATEO ESTABLISHING APPROPRIATION LIMITS
FOR FISCAL YEAR 2001-02**

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California,
that

WHEREAS, on November 6, 1979, California voters passed Proposition 4, an initiative to
restrict government spending by establishing limits on the annual appropriations of local agencies;

WHEREAS, Proposition 4 added Article XIII B to the California State constitution;
(commencing with Section 7900) to Title I of the Government Code prescribing procedures to be
used in implementing Article XIII B;

WHEREAS, Article XIII B of the California Constitution was recently amended by
Proposition 111;

WHEREAS, Government Code Section 7910 requires local jurisdictions to establish by
resolution their Appropriation Limit each year for the following fiscal year; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors that
the Appropriation Limit for the County of San Mateo and certain Board governed special districts
for the 2001-02 fiscal year shall be \$296,990,265; and

BE IT FURTHER RESOLVED, that the documentation used in the computation of the
aforementioned Appropriation Limit be made available to the public for review in the Office of the
County Manager.

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BudgetUnit		Total	
ID	Budget Unit Name	Fund Balance	Change
			How Appropriated
1100B	Board of Supervisors	32,807	Reserves increase (\$31,061) and one-time projects (\$1,746)
1200B	County Manager's Office	57,077	Reappropriation of Real Property projects in progress (\$37,413) and one-time office remodel, equipment and software purchases (\$19,664)
1300B	Assessor-Clerk Recorder	96,500	Reserves increase (\$21,500) and reappropriation of AB719 Property Tax Administration program funds to cover costs related to assessment appeals (\$75,000)
1400B	Controller's Office	101,333	Reserves increase (\$101,333)
1500B	Tax Collector/Treasurer	532,776	Reserves increase (\$457,776) and one-time system improvements, training, rating and purchase of equipment (\$75,000)
1600B	County Counsel	188,765	Reserves increase (\$93,765) and one-time purchases of equipment and software (\$95,000)
1700B	Employee and Public Services-all divisions	326,312	One-time extra help (\$79,783), recruitment expense (\$40,000), contract services for classification/compensation (\$15,000), website development (\$25,000), purchase of computer equipment (\$30,000), trainer and workshop expense (\$30,000), remodel/relocation costs (\$106,529) related to 1st and 5th floors of County Office Building and Law Library. Of these changes, \$41,529 are related to appropriation of additional Animal Licensing/JPA fund balance.
1800B	Information Services Department	757,154	Reserves increase (\$259,000) and reappropriation of projects in progress (\$498,154)
1900B	Memberships and Contributions	601,000	Reappropriation of contributions carried over from prior fiscal year
1920B	Grand Jury	10,000	Reappropriation of printing costs
1940B	Message Switch	32,458	Reappropriation of LawNet project in progress
2510B	Criminal Division	680,632	Reserves and contingencies (\$503,981), reappropriation of technology and capital projects in progress (\$156,802) and return of unspent COPS grant funds to trust fund (\$19,849)
3000B	Sheriff's Office	762,815	Reserves increase (\$94,324), one-time facility improvements (\$357,900), one-time purchases of equipment (\$136,225), additional service charges (\$78,796), rent for 731 Valota house (\$66,000) and recruitment expenses (\$29,570)
3200B	Probation Department	259,665	Reserves increase (\$222,965) and one-time contract for study related to Release on Own Recognizance (\$36,700)
3300B	Coroner's Office	75,726	Reserves increase (\$69,426) and one-time computer/software purchase (\$6,300)
3500B	Environmental Services Administration	(21,550)	Reserves reduction
3520B	Agricultural Commissioner/Sealer	132,786	One-time technology projects, replacement vehicle costs and equipment purchases
3530B	Animal Control Services	20,376	Additional fund balance used to reduce costs to County (\$6,113) and cities (\$14,263); corresponding reduction in Intergovernmental revenue
3540B	UC Cooperative Extension	2,238	Reserves increase

Budget Unit		Total	
ID	Budget Unit Name	Fund Balance	How Appropriated
		Change	
3800B	Planning and Building	452,271	Reserves increase (\$331,271), completion of automation projects (\$91,000) and additional extra help in Current Planning (\$30,000)
3900B	Parks and Recreation	358,254	Reappropriation of one-time projects
4510B	PW Management Services Division	105,347	Reappropriation of unclaimed maintenance costs (\$73,500), appropriation for departmental training plan (\$20,000) and contract services to support data development for performance measure reporting (\$11,847)
4600B	P.W. Engineering Services	3,987	One-time projects
4730B	Facilities Services	435,016	Contingencies increase (\$329,016) and one-time purchases of tools/equipment and other appropriations related to performance improvement in field communication (\$6,000), asset management (\$40,000), building maintenance management (\$30,000) and air quality
5900B	Environmental Health Services	101,564	Reserves increase (\$51,564) and one-time purchases of tools and furniture/equipment
6000B	Food & Nutrition Services	(226,652)	Increase in reimbursement from other Health General Fund (\$72,304) and Non-General Fund (\$154,348) divisions
6100B	Mental Health Services	(548,409)	Reduction in reserves (\$124,059) and capital projects expense (\$424,350)
6300B	Correctional Health Services	16,948	Reserves increase
6400B	AIDS Program	315	Reserves increase
7000B	Human Services Agency	2,051,286	Reserves increase to replenish Agency reserve (\$1,000,000) used to assist Hospital/Clinics, create reserves for second Receiving Home (\$899,548) and increase Out of Home Placement (OHP) reserves (\$151,738)
8000B	Non-Departmental Services	24,423,987	Reserves increase (\$20,154,522) and re-appropriation of capital projects (\$4,269,465)
	General Fund Total	\$ 31,822,784	
	Non-General Funds:		
1950B	Children and Families First	1,819,300	Reappropriation of unspent grants from prior year
3550B	Structural Fire Protection	(200,029)	Reserves reduction
3560B	County Service Area # 1	115,008	Reserves increase
3950B	Fish and Game Fund	3,680	Reserves increase
3960B	Off-Highway Vehicle License Fees	2,424	Reserves increase
3970B	Parks Acquisition and Development	1,029,543	Reserves increase (\$595,359) and reappropriation of capital projects (\$434,184)
3980B	Coyote Point Marina	351,557	Reserves increase
4520B	Road Construction	1,004,046	Reappropriation of one-time capital projects
4540B	Landscape Maintenance	5,880	Reserves increase
4740B	Construction Services	104,452	Contingencies increase (\$60,000) and one-time purchases of tools/equipment (\$6,500) and other appropriations related to facility improvements (\$23,000), improved communication (\$4,952) and asset management (\$10,000)
4760B	Vehicle & Equipment Services	801,072	Reserves increase (\$384,072) for future vehicle replacement and reappropriation of funds for vehicle purchases (\$417,000)

		Total	
BudgetUnit		Fund Balance	
ID	Budget Unit Name	Change	How Appropriated
4820B	Waste Management & Environmental Services	4,304,621	Reserves increase
4830B	Transportation Services - Budget	192,644	Reserves increase
4850B	Airports	380,915	Reserves increase
4860B	Sewer Districts	40,199	Contingencies increase (\$20,199) and one-time purchase of maintenance trailer (\$20,000) for Fair Oaks sewer district
4870B	Water Districts	1,882,568	Reserves increase
4880B	Lighting Districts	378,975	Contingencies increase
4890B	Drainage Districts	22,088	Contingencies increase
4910B	County Service Areas	188,165	Contingencies increase
4920B	Flood Control Districts	1,357,488	Contingencies increase (\$1,324,893) and reductions to misc repairs/maint (\$20,090) and operating transfers (\$12,505)
5630B	Emergency Medical Services Fund	369,582	Reserves increase (\$44,053) and reappropriation of one-time projects (\$325,529)
5800B	IHSS Public Authority	(5,669)	Reserves reduction
8050B	Deputy Sheriff/Sergeants Retiree Health	535,406	Increased appropriations for retiree health contributions
8200B	Accumulative Capital Outlay Fund	9,177	One-time capital projects
8300B	Courthouse Construction Fund	683,583	Reserves increase
8400B	Criminal Justice Construction Fund	88,121	Reserves increase
8500B	Capital Projects	331,992	One-time capital projects
8900B	Debt Service	1,035,564	Reserves increase
	Total Non-General Fund	\$ 16,832,352	
	Total ALL FUNDS	\$ 48,655,136	

County Counsel
 County Counsel (1600B)
 General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
<u>FY 2001-02 Recommended Budget</u>	37	5,434,660	(991,297)	417,041	1,998,124	2,028,198
September Revisions						
1. <u>Contract Legal Services for SFO Expansion Project</u>		250,000				250,000
One-time funds have been transferred from the Non-Departmental Services budget unit for contract legal services related to the runway expansion project at San Francisco Airport.						
FY 2001-02 REVISED RECOMMENDED BUDGET	37	5,684,660	(991,297)	417,041	1,998,124	2,278,198

ADMINISTRATION AND FISCAL
Memberships and Contributions (1900B)
General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
<u>FY 2001-02 Recommended Budget</u>	0	2,113,760	0	0	0	2,113,760
September Revisions						
1. <u>Crime Prevention Act (CPA) 2000</u>		399,873			399,873	0
<p>Assembly Bill 1913 made State block grant funding available to counties for the implementation of a Comprehensive Multi-Agency Juvenile Justice Plan (CMJJP). A committee was formed with representatives from Probation, Human Services, Health Services, the Sheriff's Office, the County Manager's Office and the County Office of Education to develop a CMJJP. The plan was approved by the Board of Supervisors. Finally, application was made to and approved by the Board of Corrections (BOC) to fund eight programs at a total cost of \$2,579,349. Expansion of the County's <u>After School Homework Center Program</u> was one of the eight programs approved for funding. To that end, \$399,873 will be appropriated in the Memberships and Contributions budget unit.</p>						
FY 2001-02 REVISED RECOMMENDED BUDGET	0	2,513,633	0	0	399,873	2,113,760

CRIMINAL JUSTICE AGENCY
 County Support of the Courts (2700B)
 General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
<u>FY 2001-02 Recommended Budget</u>	0	21,398,979	0	0	9,609,551	11,789,428
September Revisions						
1. <u>Family Court Mediation Services</u>		65,000				65,000
This adjustment provides one-time funding to the Superior Court for a full-time Mediator to assist with family/child support disputes.						
FY 2001-02 REVISED RECOMMENDED BUDGET	0	21,463,979	0	0	9,609,551	11,854,428

CRIMINAL JUSTICE AGENCY
 Family Support Division (2560P)
 General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
<u>FY 2001-02 Recommended Budget</u>	128	13,068,422	0	0	13,068,422	0
September Revisions						
1. <u>Child Support Enforcement State Revenue Enhancement</u>		340,000			340,000	0
This one-time adjustment appropriates additional State revenue (\$340,000) in Extra Help Salaries (\$110,424) and in various Services and Supplies accounts (\$229,576) to support training and E-Business activities.						
2. <u>Position Adjustments to add Training Supervisor</u>	(1)	0				0
One Family Support Supervisor is added to support the state-mandated uniform training program and new initiatives resulting from the transitional plan developed by the California Department of Child Support Services. The cost of this position is more than offset by the deletion of two vacant Family Support Technicians. The additional savings (\$53,628) is appropriated in various Services and Supplies accounts for operational purposes.						
3. <u>Master Salary Ordinance Reconciliation</u>	2	82,046			82,046	0
This change is necessary to reconcile the FY 2001-02 Adopted Budget with the County's Master Salary Ordinance by adding a Family Support Supervisor and splitting a Family Support Office III position into two part-time Family Support Officer IIIs. The net change in the budget is an increase of \$82,046 in Salaries and Benefits costs, which is completely offset by an increase in State funding.						
FY 2001-02 REVISED RECOMMENDED BUDGET	129	13,490,468	0	0	13,490,468	0
FY 2002-03 REVISED RECOMMENDED BUDGET	127	13,443,655	0	0	13,443,655	0

CRIMINAL JUSTICE AGENCY
 Private Defender Program (2800B)
 General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
<u>FY 2001-02 Recommended Budget</u>	0	9,240,534	(64,600)	0	801,680	8,374,254
September Revisions						
1. <u>Transfer of Family Law Defense Costs to Superior Court</u>					(200,000)	200,000
<p>By rule, the Superior Court is responsible for the cost of court-appointed counsel representing a minor in the course of a child custody dispute in Family Law Court. Prior to July 1, 2001, the Private Defender Program administered the program for the Court as part of the County agreement with the Bar Association and the Court reimbursed the County. Effective July 1, the Court has assumed responsibility for compensating counsel in these matters. This adjustment reduces Interfund Revenue (\$200,000) to reflect this change in procedure.</p>						
FY 2001-02 REVISED RECOMMENDED BUDGET	0	9,240,534	(64,600)	0	601,680	8,574,254
FY 2002-03 REVISED RECOMMENDED BUDGET	0	9,240,534	(64,600)	0	601,680	8,574,254

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
<u>FY 2001-02 Recommended Budget</u>	412	42,360,925	49,578	1,385,944	32,049,772	8,974,787
September Revisions						
1. <u>Crime Prevention Act (CPA) 2000</u>	18	1,636,974			1,636,974	0

Assembly Bill 1913 made State block grant funding available to counties for the implementation of a Comprehensive Multi-Agency Juvenile Justice Plan (CMJJP). A committee was formed with representatives from Probation, Human Services, Health Services, the Sheriff's Office, the County Manager's Office and the County Office of Education to develop a CMJJP. The plan was approved by the Board of Supervisors. Finally, application was made to and approved by the Board of Corrections (BOC) to fund eight programs at a total cost of \$2,579,349. Probation is directly involved in five of the eight programs and distributes CPA 2000 funds to County Office of Education in two others, as follows:

Juvenile Assessment and Referral Center - funds one Probation Services Manager I, one Deputy Probation Officer II, one Group Supervisor and one Legal Office Specialist, for a total of four positions (\$210,391); renovations (\$20,000); and data collection and evaluation (\$6,215).

Youth and Family Resource Center - funds one Probation Services Manager I, two Deputy Probation Officer Is, two Group Supervisors and one Legal Office Specialist, for a total of six positions (\$328,143); lease space (\$150,000); vehicles and equipment (\$27,025); contract services (\$120,000); and data collection and evaluation (\$6,215).

Accelerated Resource Center/PROP Expansion - funds vehicles and equipment (\$17,025) and contract services (\$115,000).

In-Home Intensive Intervention Program - funds two Deputy Probation Officer Is (\$129,710).

Community Weekend Work - funds two full-time and four part-time Group Supervisors, for a total of six positions (\$198,843); vehicles (\$43,200); operating expenses (\$60,191); and a portable toilet (\$6,000).

Court/Community Schools/Cleo Eulau Counseling - funds contract services (\$36,069) for the County Office of Education.

Literacy/Numeracy Instruction and Coaching - funds contract services (\$137,000) for the County Office of Education.

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
2. <u>Proposition 36 Implementation</u>	4	0				0
<p>This adjustment adds two full-time and two part-time Deputy Probation Officers (\$273,269) to address the anticipated workload resulting from the passage of Proposition 36, the Juvenile Justice Initiative. These positions will be funded by Proposition 36 funds through Intrafund Transfers from the Human Services Agency, resulting in no impact on Total Requirements in this budget.</p>						
3. <u>Federal/State Grant Funding Adjustments</u>		67,549			67,549	0
<p>Adjustments are made to accurately reflect Federal and State grant funding for FY 2001-02. Revenues and expenditures are increased for Standards and Training for Corrections (STC) (\$13,707), the Mentally Ill Offender Program (\$198), the Bridges Program (\$14,560), the Prevent Repeat Offender Program (\$47,494); and decreased for the Victim Center (\$8,410). The net effect of these adjustments increases Intergovernmental revenues and expenditures in various objects by \$67,549.</p> <p>State funding adjustments necessitate the need to reallocate funds between expenditure objects within the Special Emphasis grant and the Feds have denied the Domestic Violence grant extension, requiring that the equivalent of ten months of grant funding be back-filled with Proposition 172 Public Safety Sales Tax funding (\$249,130). Neither adjustment impacts Total Requirements.</p>						
4. <u>Group Supervisor Add/Delete</u>	0	43,236			43,236	0
<p>This adjustment adds four Group Supervisor IIIs (\$230,684) and deletes four vacant Group Supervisor Is (\$187,448) for a net increase in Total Requirements of \$43,236. The added cost of the add/deletes will be offset with increased Proposition 172 Public Safety Sales Tax funding. There is no impact on Net County Cost or the total position count resulting from this change.</p>						

CRIMINAL JUSTICE AGENCY
 Probation Department (3200B)
 General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
5. <u>Community Schools Transportation Funding</u>					0	0
<p>Funding from the Half-Cent Fund to assist with the cost of transporting youth from the Juvenile Hall to the Community Schools Program is reclassified from Interfund Revenue to Other Financing Uses (\$230,000). The reason for this change is for accounting purposes only, resulting in no impact on Total Revenue.</p>						
FY 2001-02 REVISED RECOMMENDED BUDGET	434	44,108,684	49,578	1,385,944	33,797,531	8,974,787
FY 2002-03 REVISED RECOMMENDED BUDGET	434	43,805,888	46,306	1,776,726	33,100,681	8,974,787

CRIMINAL JUSTICE AGENCY
 Release on Own Recognizance Program (2820B)
 General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
<u>FY 2001-02 Recommended Budget</u>	0	2,348,164	0	0	93,333	2,254,831
September Revisions						
1. <u>North County Drug Court Office Space Rent</u>		71,205				71,205
<p>During FY 1998-99, in an effort to attain adequate office space for the North County Drug Court Program, the County and the Bar Association agreed to share the cost of renovating the vacated North County Jail Facility into office space that could be utilized by Drug Court program staff to meet with clients and do drug testing. The location was ideal in that it was adjacent to the North County Courthouse. Over the past two fiscal years the Sheriff's Office has continued to reimburse Public Works for the facilities rent, despite the fact the Sheriff no longer occupies or utilizes the facility. This adjustment more appropriately moves the rent to the Release on Own Recognizance budget (\$71,205).</p>						
2. <u>Increase in ISD Automation Service Charges</u>		1,241				1,241
<p>This adjustment appropriates additional funding for Automation Services-ISD (\$8,241) and offsets the majority of costs by reducing Services and Supplies (\$7,000) for a net increase in Total Requirements of \$1,241.</p>						
FY 2001-02 REVISED RECOMMENDED BUDGET	0	2,420,610	0	0	93,333	2,327,277
FY 2002-03 REVISED RECOMMENDED BUDGET	0	2,420,610	0	0	93,333	2,327,277

CRIMINAL JUSTICE AGENCY
 Sheriff's Office (3000B)
 General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
<u>FY 2001-02 Recommended Budget</u>	593	87,178,529	(393,441)	3,616,199	49,222,424	33,946,465
September Revisions						
1. <u>Crime Prevention Act (CPA) 2000</u>		5,859			5,859	0
<p>Assembly Bill 1913 made State block grant funding available to counties for the implementation of a Comprehensive Multi-Agency Juvenile Justice Plan (CMJJP). A committee was formed with representatives from Probation, Human Services, Health Services, the Sheriff's Office, the County Manager's Office and the County Office of Education to develop a CMJJP. The plan was approved by the Board of Supervisors. Finally, application was made to and approved by the Board of Corrections (BOC) to fund eight programs at a total cost of \$2,579,349. The Sheriff's Office has a component in the <u>Youth and Family Resource Center</u> program and receives funding for a Psychiatric Social Worker II (\$67,757) in Mental Health and a presentational video (\$23,000). The Sheriff's Recommended Budget included CPA 2000 funding and appropriations of \$84,898. This change adjusts those figures to reflect the actual amount the Sheriff is receiving from the CPA 2000 grant (\$90,757).</p>						
FY 2001-02 REVISED RECOMMENDED BUDGET	593	87,184,388	(393,441)	3,616,199	49,228,283	33,946,465

ENVIRONMENTAL SERVICES
 Library (3700B)
 Library Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp.	Contin./ Reserves	Total Requirements	Available Funds
<u>FY 2002-03 Recommended Budget</u>	122	12,777,201	2,149,884	14,927,085	14,927,085
September Revisions					
1. <u>Removal of Rental Charges</u>		0		0	0
<p>The rental charge (\$257,655) originally included in the FY 2002-03 budget has been removed and reallocated to other general maintenance expense (\$90,037), property insurance (\$22,463) and contingencies (\$145,155). There is no change to Total Requirements</p>					
FY 2002-03 REVISED RECOMMENDED BUDGET	122	12,777,201	2,149,884	14,927,085	14,927,085

HEALTH SERVICES AGENCY
 Business Administration (5500B)
 General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Position	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
<u>FY 2001-02 Recommended Budget</u>	14	4,430,080	(3,010,732)	0	1,282,711	136,637
September Revisions						
1. <u>Correction to Position Count</u>	1	91,703	(91,703)			0
<p>During the budget development process, a Management Analyst III was transferred from Public Health to Business Administration. The corresponding add to this budget unit did not take place. This action corrects that mistake. Funding is from Intrafund Transfers from other Divisions within the Agency resulting in no increased Net County Cost.</p>						
FY 2001-02 REVISED RECOMMENDED BUDGET	15	4,521,783	(3,102,435)	0	1,282,711	136,637
ADJUSTED FY 2002-03 RECOMMENDED BUDGET	15	4,549,389	(3,245,621)	0	1,167,131	136,637

HEALTH SERVICES AGENCY
 Correctional Health (6300B)
 General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
<u>FY 2001-02 Recommended Budget</u>	65	7,228,900	(1,995,534)	149,564	1,272,758	3,811,044
September Revisions						
1. <u>Crime Prevention Act (CPA) 2000</u>	1	32,450			32,450	0
<p>Assembly Bill 1913 made State block grant funding available to counties for the implementation of a Comprehensive Multi-Agency Juvenile Justice Plan (CMJJP). A committee was formed with representatives from Probation, Human Services, Health Services, the Sheriff's Office, the County Manager's Office and the County Office of Education to develop a CMJJP. The plan was approved by the Board of Supervisors. Finally, application was made to and approved by the Board of Corrections (BOC) to fund eight programs at a total cost of \$2,579,349. Correctional Health participates in the <u>Juvenile Assessment and Referral Center</u> program, and to that end, receives funding to cover the cost of a part-time Nurse Practitioner (\$32,450).</p>						
FY 2001-02 REVISED RECOMMENDED BUDGET	65	7,261,350	(1,995,534)	149,564	1,305,208	3,811,044

HEALTH SERVICES AGENCY
Mental Health Services (6100B)
General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
<u>FY 2001-02 Recommended Budget</u>	260	81,415,749	(2,232,705)	6,331,414	67,234,347	5,617,283
September Revisions						
1. <u>Loan to San Mateo County General Hospital</u>			0			0
<p>During the FY 2000-01 budget development process it was determined that Mental Health would loan the Hospital \$1 million to assist with additional construction costs. The funds had been placed in Reserves until needed. The funds are being transferred out of Reserves and into the Hospital budget at this time.</p>						
2. <u>Crime Prevention Act (CPA) 2000</u>	6	314,232	(67,757)		246,475	0
<p>Assembly Bill 1913 made State block grant funding available to counties for the implementation of a Comprehensive Multi-Agency Juvenile Justice Plan (CMJJP). A committee was formed with representatives from Probation, Human Services, Health Services, the Sheriff's Office, the County Manager's Office and the County Office of Education to develop a CMJJP. The plan was approved by the Board of Supervisors. Finally, application was made to and approved by the Board of Corrections (BOC) to fund eight programs at a total cost of \$2,579,349. The Mental Health Division is directly involved in three of the eight programs, as follows:</p>						
<p><u>Juvenile Assessment and Referral Center</u> - funds one Psychiatric Social Worker II (\$61,226).</p>						
<p><u>Youth and Family Resource Center</u> - funds one part-time Psychiatric Social Worker I (\$32,121) for Dual Diagnosis and a full-time Psychiatric Social Worker II (\$67,757) to support Sheriff's programs. The cost of the full-time position will be reimbursed by the Sheriff's Office through an Intrafund Transfer.</p>						
<p><u>In-Home Intensive Intervention Program</u> - funds one Psychiatric Social Worker II, one Mental Health Program Specialist and one Mental Health Counselor II, for a total of three positions (\$153,128).</p>						
FY 2001-02 REVISED RECOMMENDED BUDGET	260	81,729,981	(2,300,462)	6,331,414	67,480,822	5,617,283
ADJUSTED FY 2002-03 RECOMMENDED BUDGET	260	82,579,483	(1,684,429)	4,093,005	70,660,337	6,141,712

HEALTH SERVICES AGENCY
 AIDS Program (6400B)
 General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Position	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
<u>FY 2001-02 Recommended Budget</u>	41	6,486,412	(467,803)	84,265	5,594,613	339,731
September Revisions						
1. <u>State Budget Adjustments - Reduced Funding</u>		(65,424)			(65,424)	0
<p>The California Children Services - HIV program (\$43,000), the State AIDS Master Grant Agreement (\$21,352) and the AIDS Drug Assistance Program (\$1,072) were reduced due to State cuts. The decrease in revenue is offset by decreased expenditures in extra-help. Activities previously funded by these monies will be continued by existing staff with an approximate 5% reduction in prevention efforts. There is no change in net county cost.</p>						
FY 2001-02 REVISED RECOMMENDED BUDGET	41	6,420,988	(467,803)	84,265	5,529,189	339,731
ADJUSTED FY 2002-03 RECOMMENDED BUDGET	41	6,424,234	(506,265)	84,265	5,460,001	373,703

HEALTH SERVICES AGENCY
 Public Health (6200B)
 General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Position	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
<u>FY 2001-02 Recommended Budget</u>	223	23,738,884	(709,574)	437,780	18,399,363	4,192,166
September Revisions						
1. <u>Correction to Position Count</u>	1					0
In June 2001 the Board of Supervisors approved an Amendment to the Master Salary Ordinance in which a full-time Public Health Nurse was split into two part-time positions. This action caused the addition of one position to the total count with no increased Net County Cost. This action merely adjusts the budget to match the Salary Ordinance.						
FY 2001-02 REVISED RECOMMENDED BUDGET	224	23,738,884	(709,574)	437,780	18,399,363	4,192,166
ADJUSTED FY 2002-03 RECOMMENDED BUDGET	224	24,424,783	(709,574)	367,780	18,761,967	4,585,461

HEALTH SERVICES AGENCY
 San Mateo County General Hospital (6600B)
 Enterprise Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Position	Approp.	Contin./ Reserves	Total Requirements	Available Funds
<u>FY 2001-02 Recommended Budget</u>	605	99,032,390	365,000	99,397,390	99,397,390
September Revisions					
1. <u>Payment to Construction Fund</u>		3,114,827		3,114,827	3,114,827
<p>During FY 2000-01 it was determined the Hospital had incurred additional cost during the construction of the new Hospital. The General Fund is loaning the Hospital \$2,000,000 and Mental Health is loaning \$1,000,000. The remaining \$114,827 is from the Keller Foundation grant for costs incurred in the development of the Keller Center.</p>					
FY 2001-02 REVISED RECOMMENDED BUDGET	605	102,147,217	365,000	102,512,217	102,512,217
ADJUSTED FY 2002-03 RECOMMENDED BUDGET	605	103,266,177	365,000	103,631,177	103,631,177

HUMAN SERVICES AGENCY
 Human Services (7000B)
 General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
<u>FY 2001-02 Recommended Budget</u>	708	189,376,520	(19,508,038)	6,862,997	143,323,814	19,681,671
September Revisions						
1. <u>Crime Prevention Act (CPA) 2000</u>	4	172,820			172,820	0

Assembly Bill 1913 made State block grant funding available to counties for the implementation of a Comprehensive Multi-Agency Juvenile Justice Plan (CMJJP). A committee was formed with representatives from Probation, Human Services, Health Services, the Sheriff's Office, the County Manager's Office and the County Office of Education to develop a CMJJP. The plan was approved by the Board of Supervisors. Finally, application was made to and approved by the Board of Corrections (BOC) to fund eight programs at a total cost of \$2,579,349. The Human Services Agency is directly involved in two of the eight programs, as follows:

Juvenile Assessment and Referral Center - funds one Psychiatric Social Worker II and two Community Worker Is, for a total of three positions (\$116,484).

Youth and Family Resource Center - funds one Psychiatric Social Worker II (\$56,336).

2. Substance Abuse and Crimer Prevention Act of 2000 (SACPA) Prop 36

	3	3,212,544			3,212,544	0
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The SACPA made funding available for alcohol and drug treatment services to persons convicted of a nonviolent drug possession offense, or any probationer or parolee who is determined to have committed a nonviolent drug possession offense or violated any drug-related condition of their sentence. The County has identified the Human Services Agency as the lead agency responsible for administration of these funds. Total funding for FY 2001-02 is \$3,212,544 which consists of \$2,184,381 for FY 2001-02 and \$1,028,163 which was rolled over from FY 2000-01.

HUMAN SERVICES AGENCY
 Human Services (7000B)
 General Fund
 continued

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost
3. <u>Transitional Housing Programs</u>	(100,000)			(100,000)	

During the budget hearings for FY 2001-02, the Board of Supervisors recommended a one-time allocation of \$500,000 to increase the capacity for emergency transitional housing for families. A portion of this allocation was based on information that the state would provide \$300,000 in reimbursement for expenses incurred by the Winter Shelter. The state has since reduced that reimbursement to \$200,000. The total allocation will therefore be reduced by \$100,000 from \$500,000 to \$400,000.

FY 2001-02 REVISED RECOMMENDED BUDGET	712	192,661,884	(19,508,038)	6,862,997	146,609,178	19,681,671
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NON-DEPARTMENTAL SERVICES

Capital Projects (8500B)

Capital Projects Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

	Positions	Approp.	Contin./ Reserves	Total Requirements	Available Funds
<u>FY 2001-02 Recommended Budget</u>	0	25,593,020	0	25,593,020	25,593,020
September Revisions					
1. <u>Reappropriation of Crystal Springs Trail Extension</u>		434,184		434,184	434,184
<p>An Appropriation Transfer Request (ATR) was approved at the end of FY 2000-01 from the Parks Acquisition and Development Fund into the Capital Projects Fund for the Crystal Springs Trail Expansion and Resurfacing Project. This package will reappropriate unspent funds for FY 2001-02. Funding has already included in the the Parks Acquisition and Development Fund.</p>					
FY 2001-02 REVISED RECOMMENDED BUDGET	0	26,027,204	0	26,027,204	26,027,204

NON-DEPARTMENTAL SERVICES
 Non-Departmental Services (8000B)
 General Fund

FINAL BUDGET CHANGES FY 2001-02 & 2002-03

Positions	Approp/ Reserves	Intra-Fund Transfer	Fund Balance	Revenues	Net County Cost	
<u>FY 2001-02 Recommended Budget</u>	94,677,225	(471,507)	87,024,146	199,585,922	(192,404,350)	
September Revisions						
1. <u>Transfer of Funds to County Counsel Budget</u>	(250,000)				(250,000)	
One-time funds appropriated in this budget unit for contract legal services related to the runway expansion project at San Francisco Airport have been transferred to County Counsel's budget unit.						
2. <u>Various Adjustments</u>	(337,446)				(337,446)	
Reserves have been reduced (\$3,137,446) and appropriations increased for the tobacco attorney fee representation settlement (\$800,000), reappropriation of loan to Hospital for construction costs (\$2M) and various Net County Cost adjustments in the following budget units: County Support of the Courts (\$65,000), Private Defender (\$200,000), Release on Own Recognizance (\$72,446) and Animal Control (\$6,113). There is no change to Total Requirements.						
FY 2001-02 REVISED RECOMMENDED BUDGET	0	94,089,779	(471,507)	87,024,146	199,585,922	(192,991,796)