

Summary of Appropriation Transfer Requests

Attachment F

For Recommended Action:

Approve the attached Appropriations Transfer Requests (ATR) recognizing revenue in various departments requiring **4/5 vote** and Approve adjustments to existing appropriations in various departments;

- a. Recognizing \$20,000 in unanticipated revenue in the Registrar of Voters for State Grant Revenue related to the HAVA polling place accessibility grant to fund the increase in Services and Supplies.
- b. Recognizing \$9,500 in unanticipated revenue in Real Estate Services and increasing Intrafund services to cover the cost of tree removal and CEC set/up and cleanup and increasing appropriations in Salaries and Benefits.
- c. Increasing the Transfer-Out to Other Public Defense by \$285,000 in General Expenditures offset by decrease costs in General Expenditures.
- d. Decreasing Accrued Leave Payout in General Expenditures by \$122,899 to fund unanticipated retirement and employee separation costs in the District Attorney which cannot be absorbed within the department's budget.
- e. Decreasing Accrued Leave Payout in General Expenditures by \$12,684 to fund unanticipated retirement and employee separation costs in the Alternate Public Defender which cannot be absorbed within the department's budget.
- f. Decreasing Accrued Leave Payout in General Expenditures by \$688,766 to fund unanticipated retirement and employee separation costs in the Sheriff which cannot be absorbed within the department's budget.
- g. Increasing Transfers-Out to the Sheriff's Operating Budget by \$745,879 to fund increases in Salaries and Benefits which could not be absorbed within the department's budget, offset by decreases in General Expenditures.
- h. Increasing Transfers-Out to the Alternate Defender's Budget by \$25,891 to fund increases in Salaries and Benefits which could not be absorbed within the department's budget, offset by decreases in General Expenditures.
- i. Increasing Transfers-Out to the Library Budget by \$11,851 to fund increases in Salaries and Benefits cost for the Library Director, offset by decreases in General Expenditures.
- j. Increasing appropriation in Public Works Surveyor/Engineer Interfund Services Used-County by \$30,000 related to increased cost to provide services to the public for Records of

Surveys, Parcel Maps, Map Reproductions, and Public Research funded by General Expenditures.

- k. Recognizing Operating Transfer-In from Recorder Special Revenue Fund- Real Estate Fraud Division for \$4,995 in the Recorder's Operating Budget offset by a decrease in Other Revenue.
- l. Recognizing \$81,793 in unanticipated Solid Waste Permit revenue in Resource Management to fund an increase in appropriations for Interfund Services – Professional to off-set the \$6,793 in costs to the Sheriff's Office and \$75,000 in costs to Public Works for enforcement/investigation and cleanups of improper roadside dumping.
- m. Recognizing \$1,725 in unanticipated Vital Statistics revenue in Indigent Burial offset by increased costs of indigent burials.
- n. Decreasing appropriations for Contingencies by \$4,995 in the Recorder Special Revenue Fund – Real Estate Fraud Division to offset a \$4,995 increase in Operating Transfers-Out for funds related to the Real Estate Fraud fees to be transferred to Recorder Operating Budget.
- o. Decreasing appropriations for contingencies by \$9,440 in the Recorder Special Revenue Fund – SSN Truncation Division to offset a \$9,440 increase in Interfund Transfers for internal audit service billed by the Auditor's Office.
- p. Authorizing the Auditor-Controller to process \$86,637,874 in budgetary entries for the 2017 COP transactions in the 2017 COP Refunding Debt Service Fund.
- q. Recognizing \$51,567 in unanticipated FY2017/18 Office of Traffic Safety Driving Under the Influence (DUI) Vertical Prosecution grant revenue in the District Attorney to offset increased salary/wage costs resulting from COLAs in the DA's DUI Vertical Prosecution Division.
- r. Recognizing an Operating Transfer In of \$50,000 from the DA's Special Revenue Fund budget to offset increased offsite toxicology testing service costs associated with driving under the influence of drugs in the DA's Bureau of Forensic Services.
- s. Recognizing an Operating Transfer In of \$117,199 from the Consumer Protection Fund to offset a reduction in civil penalty revenue and to fund a Limited-Term Deputy District Attorney IV position in the Consumer Protection Unit due to an increase in consumer fraud protection cases.
- t. Recognizing \$46,382 in unanticipated FY2017/18 California Office of Emergency Services (CalOES) Victim Witness Grant Program revenue in the District Attorney's Office to offset a Limited-Term 1.0 FTE Victim Witness Assistant position, and program overtime and duplicating services costs.
- u. Increasing appropriations in Accrued Leave Payout by \$122,899 in the District Attorney to offset unanticipated retirements and employee separation costs that cannot be absorbed in the District Attorney's budget, funded by General Expenditures.

- v. Recognizing \$4,034 in unanticipated Workers' Compensation Fraud grant revenue in the District Attorney's Office to offset expenses for the investigation and prosecution of workers' compensation insurance fraud.
- w. Increasing appropriations in Accrued Leave Payout by \$12,684 in the Alternate Defender's offset by an increase in Operating Transfer-In for unanticipated retirements and employee separation costs that cannot be absorbed by the department, funded by General Expenditures.
- x. Increasing appropriations in the Alternate Defender's (BU 6541) Transfer In – County Contribution by \$25,891 to offset increase salaries and benefits costs and reduction in legal fee revenue, funded by General Expenditures.
- y. Increasing appropriations in the Sheriff's Transfer In – County Contribution by \$1,434,645 to offset increased Salaries and Benefits costs and unanticipated retirement costs which could not be absorbed within the Working Budget, funded by General Expenditures.
- z. Increasing Operating Transfers-In from the Sheriff's Office of Emergency Services Grants Fund – Homeland Security by \$100,000 to support the Sheriff's Cal-ID program for the NIST archive system project approved by the Board at their regular meeting on September 12, 2017.
- aa. Increasing Operating Transfers-In from the Sheriff's Civil Processing Fund by \$6,049 to offset the operational costs of the Sheriff's Civil program.
- bb. Increasing Operating Transfer-Out to Fleet Management by \$87,000 in the Probation Department for the cost of vehicles offset by decreases in Services and Supplies.
- cc. Increase appropriations by \$285,000 in legal services in the Other Public Defense Budget offset by an increase Transfer-In from General Expenditures.
- dd. Transferring \$408,109 from the District Attorney's Consumer Protection Fund to offset reduction in revenues received from fines/penalties in the DA Special Revenue Fund budget and increase the operating transfer out to the DA Consumer Protection unit to offset a reduction in civil penalty revenue and to fund a limited-term Deputy District IV position due to an increase in consumer protection cases.
- ee. Decreasing Contingencies by \$50,000 in the DA Special Revenue - Asset Forfeiture Fund to fund an increase in Operating Transfers-Out to the DA's Bureau of Forensic Services as a one-time transfer to fund increased off-site toxicology testing services.
- ff. Recognizing \$6,049 in unanticipated Civil Processing Fee revenue and Interest Income in the Sheriff's Civil Processing Fund offset by an increase Operating Transfers-Out to fund operational costs of the Sheriff's Civil program.
- gg. Increasing the Contribution to Non-County Agencies by \$80,000 in the Sheriff's Asset Forfeiture Fund to offset 50% of salary and benefits costs for an officer assigned to the Sheriff's Narcotics Enforcement Team, offset by a decrease in Contingencies.

- hh. Recognizing \$199,917 in unanticipated MHSA revenue in the Sheriff's Mentally Ill Offender Grant Fund, offset by a reduction in grant revenues of \$137,412 and a \$62,505 increase in appropriations for contracted services and training costs.
- ii. Increasing appropriations by \$100,000 in the 2016 Homeland Security Fund Transfers-Out to the Sheriff's Operating Budget – Cal-ID to supplement purchase of the NIST archive system as part of Phase 1 costs for the LiveScan readiness project, offset by reductions in Services and Supplies and Other Charges.
- jj. Increasing appropriations by \$770,000 in Accumulated Capital Outlay to cover the projected costs for various projects offset by decreasing appropriation for Contingencies.
- kk. Increasing appropriations by \$65,000 in Accumulated Capital Outlay to cover the projected costs for the emergency elevator repairs at the Benicia Veterans Hall offset by decrease in Contingencies.
- ll. Increasing appropriations by \$65,000 in Accumulated Capital Outlay to cover the study and scoping of camera upgrade in the downtown jail decreasing Appropriation for Contingencies.
- mm. Increasing appropriations by \$1,061,771 in Accumulated Capital Outlay offset by decrease of \$46,118 in Contingencies and increase of \$90,653 in Unanticipated Revenues representing technical adjustment resulting from the FY2016/17 year end balances, and offset by \$925,000 Transfers-In from Public Facilities Fees.
- nn. Decreasing appropriations by \$8,093 in Fixed Asset in Accumulated Capital Outlay offset by increase in Operating Transfer-Out to the Recorder's Office for savings in the renovation of Recorder Lobby.
- oo. Decreasing appropriations by \$30,500 in Accumulated Capital Outlay offset by increase in Operating Transfer Out to HSS for savings in the H&SS E&E Renovation Project.
- pp. Decreasing appropriations by \$6,033 in Fixed Assets in Accumulated Capital Outlay offset by increase in Operating Transfer Out to Parks and Recreation for savings from Belden's Landing Fishing Project.
- qq. Decreasing appropriations by \$71,955 in Accumulated Capital Outlay offset by increase in Transfer Out to H&SS due to cancellation of the H&SS 365 Tuolumne E&E Work Area Project.
- rr. Transferring \$3,032 in savings from the Office Remodel Project (Hoteling – BU2497) to Health and Social Services.
- ss. Increasing the Operating Transfer-Out in the Public Facilities Fees Fund by \$968,471 to transfer \$925,000 to the SB1022 Capital Project, and to increase Interest on Long Term Debt of \$43,471 related to the Suisun Library District Loan, offset by a decrease in the Public Facility Fee Fund Contingency.
- tt. Increasing Operating Transfers-In by \$1,055,171 to receive funds from the Public Works Improvement Fund, and to recognize unanticipated revenue including: \$30,000 in Interfund

Services Revenue for increased services provided to the public by the Survey department, \$28,453 in Interfund Services Revenue for increased Engineering services provided to the Lighting District, and \$75,000 in Interfund Services Revenue for additional litter pick-up funding. Offset by increased appropriations of \$105,000 to replace outdated survey equipment in order to ensure timely and accurate road project delivery and an increase in Public Works fund balance.

- uu. Increasing appropriations in Operating Transfers-Out in the Public Works Improvement Fund by \$1,055,171 to transfer Recology road damage fees and Green Valley Zone of Benefit impact fees to the Road Fund to pay for construction projects directly related to these two areas; Funded by recognizing unanticipated revenue of \$52,626 for Road Services on County Roads for increased road damage fees received from Recology and Fund Balance.
- vv. Increasing Operating Transfers-In in H&SS – Social Services by \$105,487 from General Services for unanticipated revenue from savings in Capital Project.
- ww. Recognizing IGT revenues of \$12,919,254 in Health Services, offset by an increase in IGT reserves.
- xx. ATR for \$13,269,031 to reflect new IHSS account structure including adjusting appropriations to decrease Individual Provider wages, and increase IHSS-MOE and Transfer Out IHSS for a portion of IHSS provider benefits. The ATR also increases 1991 Realignment Social Services revenues, decreases 1991 Realignment Public Health revenues, and increases Operating Transfers In from Fund 152 to reimburse for the IHSS MOE related to benefits.
- yy. ATR for \$560,653 to increase revenue by \$207,050 (source is redirected 1991 Realignment under new IHSS MOE structure), reduce expenditures for provider benefits, and increase appropriations to reflect transfer out to Fund 902, Dept. 7690 for the cost of the new IHSS MOE for benefits.
- zz. Increasing appropriations in the Library by \$11,851 to fund increase Salaries and Benefits costs for the Director of Library Services, offset by an increase Transfer-In from General Expenditures.
- aaa. Increasing Contributions to Non-County Agencies by \$5,000 in the Fish and Wildlife Fund offset by a decrease in the Fish and Wildlife Propagation Fund balance to provide awards to all successful grant applicants.
- bbb. Recognizing \$33,525 in unanticipated Tax and Other Revenue in Parks and Recreation offset by increased appropriations of \$12,084 in Household Expense, \$10,016 in Utilities, \$8,838 in Fuel & Lubricants, \$1,927 in Interfund Services, and \$660 in Clothing and Personal Supplies as a result of costs associated with park use and protection.
- ccc. Increasing appropriations in Fleet Management by \$87,000 for vehicle purchase offset by an Operating Transfer-In from Probation.
- ddd. Recognizing \$81,698 in Long Term Debt Proceeds from the repurposed payment from ICON Aircraft and reductions in appropriations of \$152,224 to offset an increase of \$233,922 in appropriations to be used for various Airport capital projects. (4/5 vote required)

- eee. Transferring \$781,259 in Risk Management funds from the reserve accounts to cover increases of \$606,419 for non-covered liability claims in the Liability Division; \$136,436 for workers' compensation claim payments in the Workers Compensation Division; and \$38,404 for unemployment reimbursable charges in the Unemployment Insurance Division.
- fff. Recognizing \$17,302 in unanticipated revenues in East Vallejo Fire Protection District offset by increased appropriations.
- ggg. Recognizing \$1,097,231 in unanticipated Grant and Carryover Revenue in the Workforce Development Board, offset by accompanying expenses to administer the Workforce Development Board's wide range of programs.

For Recommended Action:

Approve the following Appropriations Transfer Request (ATR) – **Majority vote** required:

1. Increasing appropriations by \$14,978 for Salaries and Benefits costs which could not be absorbed with the Operating Budget in Board of Supervisors - District 1, funded by General Expenditures.
2. Increasing appropriations by \$6,496 for Salaries and Benefits costs which could not be absorbed with the Operating Budget in Board of Supervisors – District 2, funded by General Expenditures.
3. Increasing appropriations by \$17,693 for Salaries and Benefits costs which could not be absorbed with the Operating Budget in Board of Supervisors – District 3, funded by General Expenditures.
4. Increasing appropriations by \$13,829 for Salaries and Benefits costs which could not be absorbed with the Operating Budget in Board of Supervisors – District 4, funded by General Expenditures.
5. Increasing appropriations by \$314,000 in General Services Department to cover cost for an outside consultant and special departmental expense offset by savings in Salaries and Employee Benefits.
6. Increase appropriations by \$65,000 in General Services Department to cover emergency elevator repairs of the Benicia Veterans Hall offset by increase in Operating Transfer-In from Accumulated Capital Outlay.
7. Increasing appropriations by \$112,000 in County Counsel Salaries and Benefits costs associated with salaries and benefits increases and unanticipated accrued leave payouts, funded by General Expenditures.
8. Decreasing appropriations in General Expenditures by \$112,000 to fund Salaries and Benefits cost in County Counsel resulting from salaries and benefits increases and

unanticipated accrued leave payouts which could not be absorbed within the department's budget.

9. Decreasing General Expenditures by \$52,996 to fund increased Salaries and Benefits costs in the Board of Supervisors which could not be absorbed within the Working Budgets.
10. Decreasing Federal CalWORKs TANF by \$2,130,000 in H&SS – Social Services to reflect the reduction in the CalWORKs single allocation and the reduction in corresponding expenditures.

Note: Appropriations Transfer Requests (ATR) summaries are listed herein. Detailed ATR's are on file with the Clerk of the Board.