

**COUNTY OF SACRAMENTO**  
**OFFICE OF CHIEF FINANCIAL/OPERATIONS OFFICER**  
*Inter-Department Correspondence*

Date: September 13, 2007

To: Members, Board of Supervisors

From: Linda Foster-Hall  
County Budget Officer

Subject: **SUMMARY OF ACTIONS TAKEN DURING RECOMMENDED FISCAL YEAR 2007-08 FINAL BUDGET HEARINGS – THROUGH DAY 3**

**DAY 1, SEPTEMBER 5, 2007**

I. IN-HOME SUPPORTIVE SERVICES (IHSS) AUTHORITY BUDGET

Bernadette Lynch, Executive Director, presented a summary of the Recommended Fiscal Year 2007-08 Final Budget.

**Action Taken: Approved**

II. GENERAL OVERVIEW

The County Executive and County Budget Officer presented a summary of the Recommended Fiscal Year 2007-08 Final Budget, a summary of the State's Budget impacts, results of Fiscal Year 2006-07 year end, and results of the 11 Point Plan.

**Action Taken: Under Submission**

III. NEW REQUEST

**Criminal Justice Cabinet:**

Request funding for:

- Implement Pilot Project for Violation of Probation Court \$ 485,594  
4.0 FTE of which 1.0 would be absorbed through state trial court funding and an addition of 3.0 FTE to support Pilot project during 18 – 24 month period.

IV. DISAGREED ITEMS

**District Attorney:**

Request funding for:

- Laboratory of Forensic Services – add Forensic Lab Technician to Integrated Ballistics Identification System (IBIS) Program \$ 78,891
- Proposition 36 – add Attorney and Paralegal to address increased caseloads 255,335
- Community Prosecution – add Paralegal to support Community Prosecution unit 78,247  
\$ 412,473

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DISAGREED ITEMS (Continued)

**Sheriff:**

Request funding for:

- Permanent relief of \$3,827,117 Average Annual Savings for sworn Positions (\$3,827,117 less \$1,920,000 in increased revenue from the federal daily jail rate). \$1,907,117
  - Funding for paid Deputy Sheriff Trainee academy positions. 1,619,800
  - 21 Deputies for 2-deputy patrol units. 2,219,301
  - One-time maintenance costs for current technology. \$1,600,000
- \$7,346,218

**Emergency Operations:**

Request funding for:

- Additional growth request of \$50,000 no longer needed. Department was able to secure outside revenue. No cost to General Fund.
- Additional growth request of \$189,650 no longer needed. Department was successful in obtaining outside grant revenue.
- Ongoing maintenance of phones, computers, software licensing, workstations, etc. \$ 65,000

**Department of Health and Human Services:**

Request funding for:

- In Home Supportive Services – new unit for high risk cases which will increase communications between IHSS and CPS regarding clients that are in both programs and help meet standards of assessing clients at least once a year. Net county cost for IHSS is now \$228,982. Department will look internally to fund. No additional county dollars needed.
  - 8.0 positions to meet caseworker caseloads for Family Maintenance Unit and to reduce overtime. \$ 394,051
  - 16.0 support positions and 1.0 supervisor position to create two Emergency Response units to increase time compliance and reduce overtime. 821,668
- \$ 1,215,719

**Probation:**

Request funding for:

- 1.0 FTE Assistant Probation Chief of Internal Affairs to ensure supervision of a standardized disciplinary process. \$ 169,032
  - 6.0 FTE Juvenile Hall staff to provide secure detention for minors. 888,538
  - 5.0 FTE to create a Risk Assessment Unit. 383,887
  - 2.0 FTE Adult Court Investigation staff to provide immediate workload relief to the daily operations to meet filing mandates. 230,950
- \$1,672,407

V. PUBLIC TESTIMONY

No public testimony.

**All Disagreed/Public Testimony Items:**

- **Action Taken: Under Submission**

VI. REPORTS BACKS ARE REQUESTED FROM:

**ELECTED OFFICIALS**

- **Emergency Operations:**
  - Report back on obtaining funding from other utilities for \$65,000.
- **Sheriff Department:**
  - Report back on the distribution of patrol resources throughout the unincorporated area.

**GENERAL GOVERNMENT/ADMINISTRATION**

- **Economic Development and Intergovernmental Affairs:**
  - Report back on the carryover of \$460,000 in General Fund contributions from prior year.
  - Report back on \$166,396 funding transfer for maintenance of Mather Regional Park from Economic Development.
- **Office of Budget and Debt Management:**
  - Report back on list of 90 unfunded positions.
- **Office of Communications and Information Technology and Municipal Services Agency:**
  - Report back on status of the 3-1-1 Project.

**INTERNAL SERVICES AGENCY:**

- **Department of Finance:**
  - Report back on impact of waiving business license fees for veterans operating businesses providing a service.
- **Workers Compensation:**
  - Report back on Workers Compensation Fund Audits.

**COUNTYWIDE SERVICES AGENCY:**

- **Department of Health and Human Services:**
  - Report back, drug discounts through outside pharmacies.
  - Report back on preliminary results of the Mental Health Court.
  - Report back on overtime savings to fund additional nurse in Senior and Adult Protective Services.
  - Report back on cost of residual caseloads in In Home Supportive Services.
  - Report back, impacts to reduction to CMISP for services provided to undocumented individuals to fund District Attorney's additional growth request for IBIS and Proposition 36 staffing – 334,226; Sheriff's additional growth request for additional deputies - \$1,162,502; Probation's additional growth request for additional staffing - \$565,000.
- **Department of Human Assistance:**
  - Report back on Truancy Program – is this funding for program at Burbank High School or expansion of Truancy program.
- **Department of Probation:**
  - Report back on out-of-class staffing at juvenile institutions.

**MUNICIPAL SERVICES AGENCY:**

- **Golf Fund:**
  - Report back regarding contracting out at Ancil Hoffman Park.
- **Parks:**
  - Report back on how to fund 2.0 FTE Park Ranger positions.
  - Report back on Leisure Services On-Line Reservations.
  - Report back on funding for Gibson Ranch facility repairs and tractor.
- **Planning and Community Development:**
  - Report back on amount of funding required for the threshold study for Rancho Murieta Master Plan.
- **Transportation:**
  - Report back on whether there is sufficient appropriation within the existing budget to proceed with curb, gutters and sidewalk improvements.
- **Water Resources:**
  - Report back on staffing level and use of engineering consultants.

**VII. ACTIONS TAKEN**

All items in the County Executive Recommended Fiscal Year 2007-08 Final Budget Hearings are under submission and continued Final Budget Hearings until Thursday, September 6, 2007 at 9:30 a.m.

**DAY 2, SEPTEMBER 6, 2007**

VIII. FIVE-YEAR CAPITAL IMPROVEMENT PLAN

The Board received presentations from staff regarding the Five-Year Capital Improvement Plan (CIP).

**Action Taken: Approved Staff Recommendation**

IX. REPORTS BACKS ARE REQUESTED FROM:

- **Airports:**
  - Report back, cost of refueling at Executive Airport.
  - Report back on the relocation of the rental car center and parking lot elevation cost, parking usage, and alternative parking.
- **Department of Human Assistance:**
  - Report back, Investigation's site search areas.
- **Waste Management and Recycling:**
  - Report back on funding for off road equipment.
  - Report back on status of levy repair at Graves' property.
- **Water Resources:**
  - Report back on storm drain pump stations for Black Duck Way/Harlequin Way Storm Drain Improvements

X. TRANSIENT-OCCUPANCY TAX FUND (TOT)

**Action Taken: Approved (see attached)**

XI. PUBLIC TESTIMONY

Funding requests made from the following:

- Discovery Museum:
  - \$500,000 for Capital Campaign.
  - \$10,000 one time funding to cover overrides on an awning purchase.
  - \$5,000 to support start up and planning for PG&E Project expansion and relocation of space/science center for next 6 months of expenditures.
- Art Foundry Gallery (Beijing Committee for Olympic Games):
  - \$10,000 fixed cost for marketing brochure, banners, kiosk, and move of 65 sculptures.

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- McClellan Museum
  - \$90,000 to create an historical exhibit “100 Years of Aviation.”
- Roberts Family Development Center
  - \$50,000 one time funding for their after school program.
- St John’s Shelter for Women and Children
  - \$80,000 for one time funding to fully launch their after care program for women and children.
- McFarland Ranch
  - \$15,000

**DAY 3, SEPTEMBER 13, 2007**

**XII. REPORTS BACK:**

- Received and filed Reports Back from Elected Officials, General Government, Internal Services Agency, Countywide Services Agency, and Municipal Services Agency.
- Public testimony was taken regarding:
  - Impact of Discontinuing to Serve Medically Indigent Individual in an Undocumented Status
  - History and Detail Regarding Two Vacant Ranger Positions
  - IHSS Residual Caseload
  - Cost of One Emergency Response Unit
  - Countywide 3-1-1 Customer Contact Center and Status of Sacramento 2-1-1 Program

**XIV. FINAL BUDGET DELIBERATIONS:**

- Motion approved by 3/5ths vote to drop the consideration to transfer funds from the CMISP program to fund other additional budget requests.
- Directed a report back at Midyear Budget Report regarding the legality of using funding from other utilities or outside sources to fund the Emergency Operations Center Operating Costs.
- Directed a report back at Midyear Budget Report regarding the criteria for benchmarking the success of the Mental Health Court that will include the evaluation criteria.
- Directed a report back at Midyear Budget Report regarding the criteria for benchmarking the success of the Violation of Probation Court pilot program.
- Directed a report back regarding the Truancy Program at Midyear Budget Report regarding the findings from a Community Assessment to be completed by year end.

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- Directed a report back at Midyear Budget Report on coordination from County Executive's Office with FPARE and General Services to work on resources to help maintain Gibson Ranch Facility.
- Directed a report back at Midyear Budget Report regarding loan from Capital Construction Fund to Regional Parks.
- Appropriate \$11.7 million to Transportation for Curb, Gutters, and Sidewalk, but to remain unspent until allocation revisited at the Oct 2, 2007, TLS Corp Board meeting.
- Approved allocation/contingency changes (per attached spreadsheet); County Executive's recommendations in the Final Budget transmittal letter (including schedules/attachments) dated September 5, 2007, (as amended by the various changes), including closing the Final Budget Hearings.
- Authorize County Executive to move positions from unfunded to funded through the Administrative Salary Resolution Amendment process.

(Meeting action summaries and video clips are available 2 days after the meeting at <http://www.saccountytv.saccounty.net/index.htm>)

Attachments

Cc: Terry Schutten, County Executive  
Nav Gill, Chief Operations Officer  
Agency Administrators  
Department Heads  
County Executive Office Analysts  
Department Fiscal Officers

TRANSIENT-OCCUPANCY TAX FUND - RECOMMENDED FINAL 2007-08 BUDGET

|                                                         | Adopted Final<br>2006-07 | Recommended Final<br>2007-08 |
|---------------------------------------------------------|--------------------------|------------------------------|
| <b>Revenue</b>                                          |                          |                              |
| Fund Balance                                            | 498,270                  | 628,695                      |
| Tax Collections                                         | 6,700,000                | 6,900,000                    |
| Interest Income                                         | 100,000                  | 40,000                       |
| Reserve Release Independence Field Loan                 | 400,000                  | 0                            |
| <b>Pass Throughs</b>                                    |                          |                              |
| Raley Field Bond Financing                              | 2,388,696                | 2,388,696                    |
| Sacramento Regional Arts Facilities                     | 528,577                  | 528,577                      |
| Independence Field                                      | 162,274                  | 0                            |
| City of Sacramento - Cultural Arts Awards               | 350,000                  | 350,000                      |
| <b>Total Revenue</b>                                    | <b>11,127,817</b>        | <b>10,835,968</b>            |
| <b>Expenditures</b>                                     |                          |                              |
| <b>Mandatory Allocation</b>                             |                          |                              |
| Sacramento Theatre Company/Music Circus                 | 66,000                   | 66,000                       |
| <b>Pass Throughs</b>                                    |                          |                              |
| Raley Field Bond Financing                              | 2,388,696                | 2,388,696                    |
| Sacramento Regional Arts Facilities                     | 528,577                  | 528,577                      |
| City of Sacramento - Cultural Arts Awards               | 350,000                  | 350,000                      |
| Independence Field                                      | 162,274                  | 0                            |
| Reserve Release Independence Field Loan                 | 400,000                  | 0                            |
| <b>Total Pass Throughs &amp; Bond Financing</b>         | <b>3,895,547</b>         | <b>3,333,273</b>             |
| <b>Discretionary Expenditures</b>                       |                          |                              |
| <b>Administrative Costs</b>                             |                          |                              |
| Economic Development Administration                     | 40,000                   | 40,000                       |
| Dept. of Finance - Hotel Audits                         | 10,560                   | 10,560                       |
| Dept. of Finance - Contract Audits                      | 10,560                   | 10,560                       |
| Dept. of Finance - Revenue Estimates/Monitoring         | 25,000                   | 25,000                       |
| Interest Expense (Independence Field Loan)              | 15,000                   | 0                            |
| <b>Subtotal Discretionary Expenditures</b>              | <b>101,120</b>           | <b>86,120</b>                |
| <b>Other General Fund</b>                               |                          |                              |
| Board of Supervisors - Neighborhood Programs            | 300,000                  | 250,000                      |
| Re-appropriation of BOS Neighborhood Funds              | 0                        | 235,343                      |
| Transfer to General Fund                                | 1,332,200                | 3,832,200                    |
| <b>Subtotal Other General Fund</b>                      | <b>1,632,200</b>         | <b>4,317,543</b>             |
| <b>Sports, Tourism, Arts, Quality of Life</b>           |                          |                              |
| Crocker Art Museum                                      | 2,500,000                | 0                            |
| Stanford Settlement                                     | 50,000                   | 0                            |
| Sacramento Tree Foundation                              | 70,200                   | 70,200                       |
| California Youth Soccer Association (Cherry Isl)        | 45,000                   | 45,000                       |
| Sacramento Convention and Visitor's Bureau              | 704,975                  | 704,975                      |
| Sacramento Sports Commission                            | 214,750                  | 214,750                      |
| American River Parkway Foundation                       | 54,000                   | 54,000                       |
| Archives & Museum Collection Center                     | 200,000                  | 200,000                      |
| Sacramento Museum of History, Science & Tech            | 277,022                  | 277,022                      |
| <b>Subtotal Sports, Tourism, Arts, Quality of Life</b>  | <b>4,115,947</b>         | <b>1,565,947</b>             |
| <b>Sacramento Metropolitan Arts Commission</b>          |                          |                              |
| Operations                                              | 265,610                  | 265,610                      |
| Cultural Arts Awards                                    | 350,000                  | 350,000                      |
| Neighborhood Arts/Arts in Schools Programs              | 99,121                   | 99,121                       |
| Regranting/Arts Stabilization                           | 158,740                  | 158,740                      |
| <b>Subtotal Sacramento Metropolitan Arts Commission</b> | <b>873,471</b>           | <b>873,471</b>               |
| <b>Reserves and Contingencies</b>                       |                          |                              |
| Raley Field Reserve Build-up                            | 300,000                  | 150,000                      |
| <b>Midyear Allocation</b>                               |                          |                              |
| Sacramento Youth Symphony                               | 10,000                   | 0                            |
| <b>Final Budget Projects 07-08</b>                      |                          |                              |
| Rancho Murieta D5 Funds                                 |                          | 50,000                       |
| Discovery Museum                                        |                          | 210,000                      |
| Roberts Family Development Center                       |                          | 50,000                       |
| Alan Osbourne/Art Foundry Gallery                       |                          | 10,000                       |
| Jim Hopp/McClellan Museum                               |                          | 90,000                       |
| St. John's Shelter                                      |                          | 80,000                       |
| McFarland Ranch                                         |                          | 15,000                       |
| Total Final Budget Additions                            |                          | 505,000                      |
| <b>Total Allocation</b>                                 | <b>10,928,285</b>        | <b>10,831,354</b>            |
| <b>2007-08 Unallocated Funds</b>                        | <b>199,532</b>           | <b>4,614</b>                 |
|                                                         | 11,127,817               | 10,835,968                   |



## 2007-08 FINAL BUDGET HEARINGS - APPROVED BY BOARD OF SUPERVISORS

| B. U.                                 | Department                                              | Total Cost Requested | Total Cost Recommended | Other Revenue Sources | Recommended Net General Funding | Description                                                                                                                                                                                                                               |
|---------------------------------------|---------------------------------------------------------|----------------------|------------------------|-----------------------|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4010000                               | Board of Supervisors                                    | 22,150               | 22,150                 | 22,150                | 0                               | Additional request for educational/ training classes and travel expenses. Also one-time expenses for IT equipment.                                                                                                                        |
| 5800000                               | District Attorney                                       | 78,891               | 78,891                 | 0                     | 78,891                          | 1.0 Forensic Lab Technician for Integrated Ballistics Identification Program.                                                                                                                                                             |
|                                       | District Attorney                                       | 78,247               | 78,247                 | 31,299                | 46,948                          | 1.0 Paralegal to support Community Prosecution unit.                                                                                                                                                                                      |
|                                       | Violation of Probation Court - District Attorney        | 0                    | 75,000                 | 0                     | 75,000                          | 1.0 Attorney Level 5 position for Violation of Probation Court.                                                                                                                                                                           |
| 7400000                               | Sheriff                                                 | 3,827,117            | 1,400,000              | 1,400,000             | 0                               | Permanent relief of Average Annual Savings for sworn positions. Partially offset by increased revenue from federal daily jail rate (\$1,920,000).                                                                                         |
|                                       | Sheriff                                                 | 2,219,301            | 1,162,491              | 520,000               | 642,491                         | 11.0 Deputies for 2-deputy patrol units.                                                                                                                                                                                                  |
| <b>Subtotal - ELECTED OFFICIALS</b>   |                                                         | <b>6,225,706</b>     | <b>2,816,779</b>       | <b>1,973,449</b>      | <b>843,330</b>                  |                                                                                                                                                                                                                                           |
| 5750000                               | Violation of Probation Court - Criminal Justice Cabinet | 485,594              | 0                      | 0                     | 0                               | Implement pilot project for Violation of Probation Court. \$200,000 appropriation was approved with \$75,000 transferring to the District Attorney, \$75,000 transferring to the Public Defender, and \$50,000 transferring to Probation. |
| 5110000                               | Financing-Transfers/Reimbursements                      | 0                    | (460,000)              | 0                     | (460,000)                       | Reduction in transfer to Economic Development Fund.                                                                                                                                                                                       |
| 7090000                               | Emergency Operations                                    | 65,000               | 65,000                 | 0                     | 65,000                          | Funding for on-going expenses associated with the County's Emergency Operations Plan.                                                                                                                                                     |
|                                       | Emergency Operations                                    | 379,300              | 379,300                | 379,300               | 0                               | One-time costs to develop County's Emergency Operations Plan. Fully offset by grant revenues.                                                                                                                                             |
|                                       | Emergency Operations                                    | 628,000              | 628,000                | 628,000               | 0                               | One-time costs to develop County's Emergency Operations Plan. Fully offset by grant revenues.                                                                                                                                             |
| <b>Subtotal - GENERAL GOVERNMENT</b>  |                                                         | <b>1,557,894</b>     | <b>612,300</b>         | <b>1,007,300</b>      | <b>(395,000)</b>                |                                                                                                                                                                                                                                           |
| 3230000                               | Finance                                                 | 0                    | 0                      | (88,709)              | 88,709                          | Exemption of business license fees for veterans providing service businesses.                                                                                                                                                             |
| <b>Subtotal - INTERNAL SERVICES</b>   |                                                         | <b>0</b>             | <b>0</b>               | <b>(88,709)</b>       | <b>88,709</b>                   |                                                                                                                                                                                                                                           |
| 7200000                               | Health and Human Services                               | 1,402,471            | 1,402,471              | 1,402,471             | 0                               | 19.0 positions for Social Work Unit to meet State's requirements for timely intakes and annual reassessments. Department will look internally to fund net cost of \$228,982.                                                              |
|                                       | Health and Human Services                               | 1,529,254            | 730,500                | 338,000               | 392,500                         | 10.0 support positions and 1.0 supervisor position for Emergency Response unit to increase time compliance and reduce overtime.                                                                                                           |
|                                       | Health and Human Services                               | 106,910              | 106,910                | 106,910               | 0                               | 1.0 position to investigate abuse of dependent and elderly adults.                                                                                                                                                                        |
|                                       | Health and Human Services                               | 0                    | 434,970                | 402,370               | 32,600                          | 4.0 Nurse positions for Adult Protective Services.                                                                                                                                                                                        |
| 8100000                               | Human Assistance                                        | 0                    | 115,656                | 0                     | 115,656                         | 1.0 Social Worker for Truancy Program.                                                                                                                                                                                                    |
| 6700000                               | Probation                                               | 632,538              | 632,538                | 0                     | 632,538                         | 6.0 positions for Juvenile Hall to provide secure detention for minors.                                                                                                                                                                   |
|                                       | Probation                                               | 230,950              | 115,000                | 0                     | 115,000                         | 1.0 positions for Adult Court Investigations to provide immediate workload relief to the daily operations to meet filing mandates.                                                                                                        |
|                                       | Violation of Probation Court - Probation                | 0                    | 50,000                 | 0                     | 50,000                          | 1.0 Senior Probation Officer for Violation of Probation Court.                                                                                                                                                                            |
| 6910000                               | Violation of Probation Court - Public Defender          | 0                    | 75,000                 | 0                     | 75,000                          | 1.0 Attorney Level 5 position for Violation of Probation Court.                                                                                                                                                                           |
| <b>Subtotal - COUNTYWIDE SERVICES</b> |                                                         | <b>3,902,123</b>     | <b>3,663,045</b>       | <b>2,249,751</b>      | <b>1,413,294</b>                |                                                                                                                                                                                                                                           |
| 6400000                               | Regional Park                                           | 0                    | 97,500                 | 0                     | 97,500                          | 2.0 Park Rangers. Change from unfunded to funded.                                                                                                                                                                                         |
| <b>Subtotal - MUNICIPAL SERVICES</b>  |                                                         | <b>0</b>             | <b>97,500</b>          | <b>0</b>              | <b>97,500</b>                   |                                                                                                                                                                                                                                           |
| 5980000                               | Contingency                                             | 5,000,000            | (2,047,833)            | 0                     | (2,047,833)                     | Reduction to Contingency. Balance of Contingency is \$3,129,585.                                                                                                                                                                          |
| <b>Subtotal - GENERAL FINANCING</b>   |                                                         | <b>5,000,000</b>     | <b>(2,047,833)</b>     | <b>0</b>              | <b>(2,047,833)</b>              |                                                                                                                                                                                                                                           |
| <b>TOTAL - GENERAL FUND</b>           |                                                         | <b>16,685,723</b>    | <b>5,141,791</b>       | <b>5,141,791</b>      | <b>0</b>                        |                                                                                                                                                                                                                                           |

| OTHER FUNDS                |            |                      |                        |                       |                                 |                                                                                                                                                |
|----------------------------|------------|----------------------|------------------------|-----------------------|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| B. U.                      | Department | Total Cost Requested | Total Cost Recommended | Other Revenue Sources | Recommended Net General Funding | Description                                                                                                                                    |
| 2900000                    | Road Fund  | 11,797,011           | 11,797,011             | 11,797,011            | 0                               | Appropriation to proceed with curb, gutters, and sidewalk improvements. Funded by tobacco funds pending TLS Corp Board meeting on Oct 2, 2007. |
| <b>TOTAL - OTHER FUNDS</b> |            | <b>11,797,011</b>    | <b>11,797,011</b>      | <b>11,797,011</b>     | <b>0</b>                        |                                                                                                                                                |