

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS  
ACTION AGENDA SUMMARY

DEPT: Chief Executive Office

BOARD AGENDA # \*B-20

Urgent

Routine

AGENDA DATE June 24, 2008

CEO Concurs with Recommendation YES  NO

(Information Attached)

4/5 Vote Required YES  NO

SUBJECT:

Approval of Year End Budget Adjustments for the Public Defender, District Attorney, General Service Agency-Fleet Services and Sheriff's Office Funded from Existing Appropriations and Increased Departmental Revenues

STAFF RECOMMENDATIONS:

1. Authorize the Chief Executive Officer and the Auditor-Controller prior to year-end, to transfer existing appropriations previously allocated to the Public Defender-Indigent Defense budget to the Public Defender budget in an amount up to \$50,000 to ensure the Public Defender budget ends the year in a positive financial position.
2. Authorize the Chief Executive Officer and the Auditor-Controller prior to year-end, to increase both appropriations and estimated revenue in the GSA-Fleet Services Division budget in an amount not to exceed \$110,000.

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FISCAL IMPACT:

At the end of Fiscal Year 2007-2008 it appears that some County Departments will need budget adjustments in order to end the year in a positive fiscal position. As of the close of May 2008, the Public Defender budget is projected to end the year with a deficit of approximately \$50,000 due to higher than anticipated salary cost. In the Third Quarter Report an increase in appropriations of up to \$50,000 was approved for the Public Defender-Indigent Defense budget as the result of concerns about higher costs than anticipated. Since the Third Quarter Report was approved panel attorney cost have not been as

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BOARD ACTION AS FOLLOWS:

No. 2008-478

On motion of Supervisor Monteith, Seconded by Supervisor Grover  
and approved by the following vote,

Ayes: Supervisors: O'Brien, Grover, Monteith, DeMartini and Chairman Mayfield

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1)  Approved as recommended

2)  Denied

3)  Approved as amended

4)  Other:

MOTION:

ATTEST:

  
CHRISTINE FERRARO TALLMAN, Clerk

File No.

**STAFF RECOMMENDATIONS: (Continued)**

3. Authorize the Chief Executive Officer and the Auditor-Controller prior to year-end, to transfer existing appropriations within the Sheriff's Administration, Detention and Operations budgets.
4. Authorize the Chief Executive Officer and the Auditor-Controller prior to year-end, to increase both appropriations and estimated revenue in the District Attorney's Criminal Division budget in an amount not to exceed \$60,000.

**FISCAL IMPACT: (Continued)**

significant as anticipated in the Indigent Defense budget. As a result the Department is requesting the Auditor-Controller and Chief Executive Office be granted authority to transfer up to \$50,000 in appropriations to the Public Defender budget.

The GSA-Fleet Division is requesting \$110,000 in additional appropriations to cover higher than anticipated fuel costs. GSA-Fleet budget is an Internal Service Fund and will have sufficient revenue from charges for services to departmental customers, to offset the corresponding expenses resulting in no impact to the General Fund.

The Sheriff's Department is requesting to transfer appropriations among their three major General Fund budgets of Administration, Detention and Operations in order to ensure that each individual budget ends the year in a positive position. As this is a transfer of existing appropriations within the Sheriff's overall budget there is no additional fiscal impact to the General Fund.

A deficit is projected at year-end in the District Attorney's Criminal Division budget due to increased utility and fleet costs. Unexpected revenue of \$90,000 has been received in this budget unit. This will more than offset the recommended increase in appropriations of \$60,000. There will be no fiscal impact to the General Fund as the result of this recommendation.

**DISCUSSION:**

**Public Defender**

General Fund Departments have historically not been provided with funding for step increases and promotion cost in their base budget. Departments are typically able to fund these increases through savings from turnover and the resulting vacant positions or when new staff are hired at a lower point in the salary range. As a result, the Public Defender's base budget did not include funding for step increases and promotions. Historically, the Department has been able to fund these additional costs out of their

budgeted appropriations due to salary savings resulting from turnover and vacant positions within the Department. During Fiscal Year 2007-2008, turnover in the Public Defender's Office has decreased and the Department has staffed all Public Defender positions so the savings typically used to fund step increases and promotions has not materialized. Without these savings the Department has not been able to incur the funds needed to cover the cost of required step increases and earned promotions. It is expected that the salary shortfall may be as significant as \$50,000. However, the Public Defender has implemented cost cutting measures in order to reduce expenses for the remainder of the fiscal year. These include decreasing the number of hours worked by contract investigators and limiting the use of supplies. This has assisted in reducing this final request.

### **General Services Agency - Fleet Services Division**

The Fleet Division is requesting \$110,000 in additional appropriations to cover higher than anticipated fuel costs. GSA-Fleet budget is an Internal Service Fund and will have sufficient revenue from user charges to department customers to offset the corresponding expenses. These additional appropriations will cover higher than expected fuel costs.

### **Sheriff Department**

Historically, the Auditor-Controller and the Chief Executive Officer have been granted authority to process the Sheriff's request to transfer appropriations among the three budgets of Administration, Detention and Operations prior to year end if necessary in order to align department funding budgeted appropriations with actual expenses. These transfers remain within the total appropriation level for all three budgets.

### **District Attorney**

The District Attorney's Office has experienced utility costs at the 12<sup>th</sup> Street Office complex beyond the original anticipated budget. This is the first full fiscal year for the Department at the 12<sup>th</sup> Street location so cost history was not available when the initial appropriation was established and distribution of costs among tenants was also unknown. In addition, fleet fuel and maintenance costs have come in much higher than originally allocated. As an offset to these increased costs, \$90,000 in unbudgeted revenue was recently received as the result of a change in the County's vehicle purchase/lease policy. Of this additional revenue up to \$60,000 is recommended to be used to offset expenses associated with increased utility and fuel expenses.

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**POLICY ISSUES:**

All County budgets must end the year within appropriations. In considering this item the Board may consider whether the recommendations are consistent with the Board of Supervisor's priority of Efficient delivery of public service.

**STAFFING IMPACT:**

There are no staffing impacts associated with this item