

OFFICE OF THE COUNTY ADMINISTRATOR



COUNTY OF SONOMA

575 ADMINISTRATION DRIVE – ROOM 104A
SANTA ROSA, CALIFORNIA 95403-2888
TELEPHONE (707) 565-2431
FAX (707) 565-3778

M. CHRISTINA RIVERA
COUNTY ADMINISTRATOR

PETER BRULAND
DEPUTY COUNTY ADMINISTRATOR

BARBARA LEE
DEPUTY COUNTY ADMINISTRATOR

CHRISTEL QUERIJERO
DEPUTY COUNTY ADMINISTRATOR

PAUL GULLIXSON
COMMUNICATIONS MANAGER

DATE: June 2, 2023

TO: Members of the Board of Supervisors

FROM: M. Christina Rivera, County Administrator

SUBJECT: FY 2023-24 Supplemental Budget Adjustments

Supplemental Budget Adjustments are adjustments made to the FY 2023-24 Recommended Budget that are based on information not available in time to be included in the Recommended Budget. These changes either reflect Board direction given after the Recommended Budget was submitted or are administrative in nature.

Adjustments to the Recommended Budget total \$13.7 million, most of which are adjustments within Other Funds mainly made up of \$11.6 million in the Health Services Department (DHS) budget units. Of the total DHS adjustments, \$5 million of Measure O funding is to provide County staffing to the Homelessness Division to support the Interdisciplinary Multi-Department Team and to establish the Behavioral Health School Partnership team. The remainder predominantly relates to the continued implementation of various grant programs including programming \$2.5 million Future of Public Health Grant (state funding) to increase 11.20 positions within DHS Public Health Division.

Adjustments in the General Fund include:

- Shifting net cost to departments that received on-going funding for Strategic Plan initiatives at the February 27, 2023 Board meeting.
- Shifting net cost from the Non-Departmental budget to Board District budgets to provide \$20,000 per district for interpretation services and hybrid meeting facilitation. This shift will allow district staff to more easily manage these funds.
- Increasing the net cost in the Animal Services Division of Health Services and decreasing a transfer of funds associated with the General Fund fee subsidy for this division. This update is needed because the Animal Services Division is not a General Fund unit within Health Services.
- Increasing the net cost for IOLERO to ensure that the budget for that department is 1% of the Sheriff's Office budget pursuant to Measure P. This is offset with a decrease in net cost within the Non-Departmental Budget.



Supplemental Budget Adjustments

Change ID	Description of Change	FTE Change	General Fund - Revenues & Reimb.	General Fund - Gross Expenditures	General Fund - Net Cost	Other Funds - Revenues & Reimb.	Other Funds - Gross Expenditures	Other Funds - Net Cost	Total Revenues & Reimb.	Total Gross Expenditures	Total Net Cost
CAO-SUP-01	Increase district budgets by \$20,000 each, providing districts with on-going funding for interpretation services (\$10,000) and hybrid meeting support (\$10,000). Net cost increase is offset with a reduction in the Non-Departmental Supplemental Budget Adjustments. This is an administrative change to allow for easier management of available funds for these purposes. Related to NDOTHGF-SUP-02.	0.00	\$0	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$100,000
CAO-SUP-02	Add 1.0 Administrative Aide to the Energy and Sustainability Division for FY2023-24 associated with Round 2 Strategic Plan funding awards. There is no financial change because this is a one-time award and all one-time funds associated with the Strategic Plan will be included in the FY2023-24 budget based on the Board item presented in September, 2023. (2/27/23, item #18).	1.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAO-SUP-03	Continue 1.0 Principal Analyst to the Clerk of the Board as approved in April, 2023 (BOS approved on 4/4/23, Item #16). There is no financial adjustment as the cost of position is offset with existing departmental resources.	1.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAO-SUP-04	Include \$247,651 as a net cost increase to provide on-going support of a 1.0 Climate Grants analyst, as approved by the Board under the Round 2 Strategic Plan awards (2/27/23, item #18). The net cost increase is offset with a decrease in the Non-Departmental Supplemental Adjustments. Related to NDOTHGF-SUP-03.	1.00	\$0	\$247,651	\$247,651	\$0	\$0	\$0	\$0	\$247,651	\$247,651
CAO and BOS Supplemental Adjustments		3.00	\$0	\$347,651	\$347,651	\$0	\$0	\$0	\$0	\$347,651	\$347,651
NDOTHGF-SUP-01	Eliminate the transfer from the General Fund to the Health Services department-Animal Services division for the fee subsidy amount that was approved by the Board in FY21-22 and converts this level of support to an ongoing general fund net cost contribution. The net cost decrease seen in this transaction is offset with a net cost increase in the Animal Services budget in the Department of Health Services. This change is occurring due to the fact that Animal Services is now a General Fund department, so the on-going support should be managed as part of their net cost as opposed to a transfer of funds. Related to DHS-SUP-16. (3/21/22; Item # 21)	0.00	\$0	(\$233,380)	(\$233,380)	\$0	\$0	\$0	\$0	(\$233,380)	(\$233,380)
NDOTHGF-SUP-02	Reduce Non-Departmental net cost by \$100,000 to offset the increase in net cost in the Board of Supervisors/County Administrator's Budget to providing funding for each district budget to include \$10,000 for interpretation services and \$10,000 for hybrid meeting support. This is adjustment will allow for easier management of available funds for these purposes. Related to CAO-SUP-01.	0.00	\$0	(\$100,000)	(\$100,000)	\$0	\$0	\$0	\$0	(\$100,000)	(\$100,000)
NDOTHGF-SUP-03	Decrease expenditures in this budget to offset net cost change associated with on-going support of Strategic Plan projects in the County Administrator, Human Resources and Office of Equity's budgets. Related to CAO-SUP-04, HR-SUP-01 and EO-SUP-01. (2/7/23, item #18).	0.00	\$0	(\$667,661)	(\$667,661)	\$0	\$0	\$0	\$0	(\$667,661)	(\$667,661)
NDOTHGF-SUP-04	Decrease expenditures to offset increase in IOLERO's net cost. In compliance with Measure P, IOLERO's net cost is to be 1% of the Sheriff's Office FY23-24 recommended budget. Related to IOLERO-SUP-01.	0.00	\$0	(\$36,278)	(\$36,278)	\$0	\$0	\$0	\$0	(\$36,278)	(\$36,278)
General Fund - Other - Supplemental		0.00	\$0	(\$1,037,319)	(\$1,037,319)	\$0	\$0	\$0	\$0	(\$1,037,319)	(\$1,037,319)

Supplemental Budget Adjustments

Change ID	Description of Change	FTE Change	General Fund - Revenues & Reimb.	General Fund - Gross Expenditures	General Fund - Net Cost	Other Funds - Revenues & Reimb.	Other Funds - Gross Expenditures	Other Funds - Net Cost	Total Revenues & Reimb.	Total Gross Expenditures	Total Net Cost
NDOTOF-SUP-01	Increase on-going Redevelopment revenues to align with on-going expenditures.	0.00	\$0	\$0	\$0	\$604,876	\$0	-\$604,876	\$604,876	\$0	(\$604,876)
NDOTOF-SUP-02	Transfer American Rescue Plan Act (ARPA) funds to the Economic Development Board for an Administrative Aide to support Broadband work, as approved by the Board of Supervisors (5/9/23, Item #28). Related to EDB-SUP-01.	0.00	\$0	\$0	\$0	\$0	\$150,000	\$150,000	\$0	\$150,000	\$150,000
Non-General Fund - Other - Supplemental		0.00	\$0	\$0	\$0	\$604,876	\$150,000	(\$454,876)	\$604,876	\$150,000	(\$454,876)
Non-Departmental Supplemental Adjustments		0.00	\$0	(\$1,037,319)	(\$1,037,319)	\$604,876	\$150,000	-\$454,876	\$604,876	(\$887,319)	(\$1,492,195)
DA-SUP-01	Add appropriations for continuation of the California Governor's Office of Emergency Services grant program, which provides for advocacy, case management, and prosecution to homeless victims of crime who may suffer from a disabling condition. This true-up adjustment is needed to align revenue and expenditure appropriations in the Department's FY 2023-24 budget with the final grant award amount (1/31/2023, Item #10).	0.00	\$32,568	\$32,568	\$0	\$0	\$0	\$0	\$32,568	\$32,568	\$0
DA-SUP-02	Add appropriations for the California Governor's Office of Emergency Services Unserved/Underserved Victim Advocacy and Outreach Program which will provide culturally appropriate direct services to victims of crime who are immigrants, increase outreach and education to immigrant communities, raise awareness of available services and strengthen understanding of the criminal justice system. This grant will fund 1.0 FTE time-limited Victim Witness Advocate supporting the program through March 2024 (3/14/2023, Item #9).	1.00	\$196,906	\$196,906	\$0	\$0	\$0	\$0	\$196,906	\$196,906	\$0
District Attorney Supplemental Adjustments		1.00	\$229,474	\$229,474	\$0	\$0	\$0	\$0	\$229,474	\$229,474	\$0
EDB-SUP-01	Add funding for one full-time (1.0 FTE) Administrative Aide-Project position to support efforts related to broadband availability and adoption, funded fully by an existing department allocation of American Rescue Plan Act (ARPA) funds. This will support the County's Broadband efforts, with a focus on Digital Equity and Accessibility. (5/9/23, Item #28). Related to NDOTOF-SUP-02.	1.00	\$0	\$0	\$0	\$150,000	\$150,000	\$0	\$150,000	\$150,000	\$0
Economic Development Board Supplemental Adjustments		1.00	\$0	\$0	\$0	\$150,000	\$150,000	\$0	\$150,000	\$150,000	\$0
DHS-SUP-01	Adjustment to the Department of Health Services (DHS) Administration Division Human Resources Unit for the addition of 1.0 FTE Senior Office Assistant and in the Health Data and Epidemiology Unit with the addition of .2 FTE Department Analyst, both positions funded through the administration allocation. Net cost is utilizing 1991 Realignment fund balance until staffing bills time to programs. (4/4/2023; Item #20)	1.20	\$0	\$0	\$0	\$151,228	\$302,456	\$151,228	\$151,228	\$302,456	\$151,228
DHS-SUP-02	This adjustment is to add revenue and expenditure appropriations to the DHS Administration and Public Health Division to carryout the Future of Public Health Grant for additional staffing to remedy staffing shortages and service gaps. This is a grant program the state initiated in FY2022-23 and is expected to be on-going. Intergovernmental Transfer fund balance of \$50,373 will cover costs until staffing bills time to appropriate programs. (4/4/23; Item #19)	11.20	\$0	\$0	\$0	\$2,551,478	\$2,601,851	\$50,373	\$2,551,478	\$2,601,851	\$50,373

Supplemental Budget Adjustments

Change ID	Description of Change	FTE Change	General Fund - Revenues & Reimb.	General Fund - Gross Expenditures	General Fund - Net Cost	Other Funds - Revenues & Reimb.	Other Funds - Gross Expenditures	Other Funds - Net Cost	Total Revenues & Reimb.	Total Gross Expenditures	Total Net Cost
DHS-SUP-06	Adjustment to staffing the Homelessness Division to convert time limited positions to on-going for the Interdisciplinary Multi-Department Team, and provide funding from Measure O to add staff to Human Services to respond to homeless encampments. Measure O revenue is already included in the recommended budget therefore adding these ongoing expenses increases the net cost. Related to HSD-SUP-03. (5/9/2023; Item #30)	6.00	\$0	\$0	\$0	\$3,515,544	\$5,273,316	\$1,757,772	\$3,515,544	\$5,273,316	\$1,757,772
DHS-SUP-07	Adjustment for the addition of the Behavioral Health School Partnership program including 4.0 FTE to provide school-based behavioral health support and interventions to schools from Measure O. Measure O revenue is already included in the recommended budget therefore adding these ongoing expenses increases the net cost. (4/18/23; Item #60)	4.00	\$0	\$0	\$0	\$1,385,578	\$2,540,093	\$1,154,515	\$1,385,578	\$2,540,093	\$1,154,515
DHS-SUP-11	Adjustment to the Public Health Department for the Infectious Disease Prevention and Control Local Infrastructure grant funding extended to FY2023-24 to complete the purchase of a mass spectrometry instrument for the clinical microbiology laboratory, the MALDI Biotyper sirius one CA System.	0.00	\$0	\$0	\$0	\$226,646	\$226,646	\$0	\$226,646	\$226,646	\$0
DHS-SUP-15	Adjustments to the Public Health Disease Control Section for the California Department of Public Health grant award period of May 1, 2023 to May 31, 2024 for the California Nursing Home and Long-Term Care Infrastructure and Preparedness Project. (9/20/2022; Item #12)	0.00	\$0	\$0	\$0	\$708,686	\$708,686	\$0	\$708,686	\$708,686	\$0
DHS-SUP-16	This adjustment reduces the transfer from the General Fund to Animal Services for the fee subsidy amount that was approved by the Board in FY21-22 and converts this level of support to a general fund net cost contribution. The net cost increase seen in this transaction is offset with a net cost decrease in the Non-Departmental adjustments (NDOETHGS-SUP-01). This change is occurring due to the fact that Animal Services is now a General Fund department, so the on-going support should be managed as part of their net cost. Related to NDOETHGF-SUP-01. (3/21/22; Item # 21)	0.00	(\$233,380)	\$0	\$233,380	\$0	\$0	\$0	(\$233,380)	\$0	\$233,380
DHS-SUP-17	Adjustment to Public Health Sonoma County Animal Control to correct the transfer of funds to and from ISD to place them in the correct section. Related to ISD-SUP-01.	0.00	\$2,270	\$2,270	\$0	-\$2,270	-\$24,903	-\$22,633	\$0	(\$22,633)	(\$22,633)
Health Services Supplemental Adjustments		22.40	(\$231,110)	\$2,270	\$233,380	\$8,536,890	\$11,628,145	\$3,091,255	\$8,305,780	\$11,630,415	\$3,324,635
HR-SUP-01	Add \$30,000 as a net cost increase to provide on-going funding for a training academy for mid-managers, as approved by the Board under the Round 2 Strategic Plan awards (2/27/23, item #18). The net cost increase is offset with a decrease in the Non-Departmental Supplemental Adjustments. Related to NDOETHGF-SUP-03.	0.00	\$0	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$30,000	\$30,000
Human Resources Supplemental Adjustments		0.00	\$0	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$30,000	\$30,000
HSD-SUP-01	Add appropriations to convert 1.0 FTE Public Assistant Systems Specialist to 1.0 FTE Program, Planning and Evaluation Analyst allocation. This position will be allocated to the Human Services Department's Planning, Research, Evaluation and Engagement Unit and will manage the Upstream Investments Shared Outcomes Measurement System. The cost difference will be funded by the County Expense Claim and 1991 Realignment (4/4/23, Item #23).	0.00	\$0	\$0	\$0	\$20,000	\$20,000	\$0	\$20,000	\$20,000	\$0

Supplemental Budget Adjustments

Change ID	Description of Change	FTE Change	General Fund - Revenues & Reimb.	General Fund - Gross Expenditures	General Fund - Net Cost	Other Funds - Revenues & Reimb.	Other Funds - Gross Expenditures	Other Funds - Net Cost	Total Revenues & Reimb.	Total Gross Expenditures	Total Net Cost
HSD-SUP-02	Add appropriations for 3.0 FTE new positions and converting 2.0 FTE existing time-limited positions to permanent in the Human Services Department to provide services to individuals who are receiving General Assistance benefits and are without housing. These position costs will be funded by state allocations from the Housing and Disability Advocacy Program, CalWORKS, CalFresh Employment and Training (4/4/23, Item #24).	5.00	\$0	\$0	\$0	\$792,600	\$792,600	\$0	\$792,600	\$792,600	\$0
HSD-SUP-03	Add appropriations to convert 4.0 FTE time-limited positions to ongoing allocations to continue supporting the Interdepartmental Multi-Disciplinary Team, Intensive Care Team, to respond to homeless encampments. These four positions will be fully reimbursed by the Department of Health Services using local sales tax Measure O funds. Related to DHS-SUP-06. (5/9/23, Item #30).	4.00	\$0	\$0	\$0	\$663,775	\$663,775	\$0	\$663,775	\$663,775	\$0
Human Services Supplemental Adjustments		9.00	\$0	\$0	\$0	\$1,476,375	\$1,476,375	\$0	\$1,476,375	\$1,476,375	\$0
ISD-SUP-01	Adjustment to correct an operating transfer for Desktop Modernization Program funds to Health Services - Animal Services to correct the section that will receive the transfer. Related to DHS-SUP-17.	0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Information Systems Supplemental Adjustments		0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SHF-SUP-01	Adjust the Sheriff's Detention Administration budget to correct an administrative error and ensure ISD desktop modernization transfers and expenditures are aligned.	0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sheriff's Office Supplemental Adjustments		0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
IOLERO-SUP-01	Increase appropriations to true-up IOLERO's FY2023-24 recommended budget to 1% of the Sheriff's Office FY2023-24 budget. Measure P - Evelyn Cheatham IOLERO Ordinance approved by the voters on Sonoma County in November 2020 includes an annual budget requirement that sets the IOLERO budget at 1% of the total annual budget for the Sheriff's Office to finance increased resource needs for expanded and new responsibilities in the Ordinance. The net cost increase is offset with a decrease in the Non-Departmental Budget (NDOETHGF-SUP-04).	0.00	\$0	\$36,278	\$36,278	\$0	\$0	\$0	\$0	\$36,278	\$36,278
IOLERO Supplemental Adjustments		0.00	\$0	\$36,278	\$36,278	\$0	\$0	\$0	\$0	\$36,278	\$36,278
EO-SUP-01	Include \$390,010, as a net cost increase to provide on-going support of a 1.0 Secretary; 2.0 Program Planning and Evaluation Analysts and \$50,000 for Core Team facilitation support, as approved by the Board under the Round 2 Strategic Plan awards (2/27/23, item #18). The net cost increase is offset with a decrease in the Non-Departmental Supplemental Adjustments. Related to NDOETHGF-SUP-03.	3.00	\$0	\$390,010	\$390,010	\$0	\$0	\$0	\$0	\$390,010	\$390,010
Equity Office Supplemental Adjustments		3.00	\$0	\$390,010	\$390,010	\$0	\$0	\$0	\$0	\$390,010	\$390,010
Cap-SUP-01	Distribute a portion of the annual General Fund contribution to capital projects to the projects listed below.	0.00	\$0	\$0	\$0	-\$1,582,000	-\$1,582,000	\$0	(\$1,582,000)	(\$1,582,000)	\$0
Cap-SUP-02	Main Adult Detention Facility Secure Loading Dock - New funding from General Fund for the installation of fencing leading to the loading dock and vehicle sally port to increase security, and establish a secure boundary that can serve as a temporary refuge area for inmates during emergency evacuations.	0.00	\$0	\$0	\$0	\$450,000	\$450,000	\$0	\$450,000	\$450,000	\$0
Cap-SUP-03	Juvenile Hall Fencing - New funding from General Fund for the installation of security fencing to ensure controlled access to employee parking areas.	0.00	\$0	\$0	\$0	\$782,000	\$782,000	\$0	\$782,000	\$782,000	\$0

Supplemental Budget Adjustments

Change ID	Description of Change	FTE Change	General Fund - Revenues & Reimb.	General Fund - Gross Expenditures	General Fund - Net Cost	Other Funds - Revenues & Reimb.	Other Funds - Gross Expenditures	Other Funds - Net Cost	Total Revenues & Reimb.	Total Gross Expenditures	Total Net Cost
Cap-SUP-04	Los Guilicos Switchgear Replacement- New funding from General Fund for assessment, design, and installation of new breakers and switchgear along with the 12 KV loop microgrid system.	0.00	\$0	\$0	\$0	\$350,000	\$350,000	\$0	\$350,000	\$350,000	\$0
Capital Projects Supplemental Adjustments		0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SoCoPi-SUP-01	Delete 1.0 General Services Director position, and add 1.0 Deputy Director of Public Infrastructure Administration position. There are no fiscal impacts associated with this position allocation change (May 9, 2023, Item #43).	0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SoCoPi-SUP-02	Increase expenditure appropriations in the Cal-Am Franchise Fee Fund from available fund balance to use as a match for a grant proposal to the Sonoma County Agricultural Preservation and Open Space District Matching Grant program. If awarded, grant proceeds will be used to acquire a one-acre vacant lot in the Mark West area (April 18, 2023, Item #14) which is intended to be used for neighborhood improvement projects.	0.00	\$0	\$0	\$0	\$0	\$250,000	\$250,000	\$0	\$250,000	\$250,000
SoCoPi-SUP-03	Add \$32,000 as an on-going transfer from the General Fund for Electric Vehicle Infrastructure - Maintenance & Repair, as approved by the Board under the Round 2 Strategic Plan awards (2/27/23, item #18). This transfer has a corresponding entry in the Non-Departmental Supplemental adjustments.	0.00	\$0	\$0	\$0	\$32,000	\$32,000	\$0	\$32,000	\$32,000	\$0
SoCoPi Supplemental Adjustments		0.00	\$0	\$0	\$0	\$32,000	\$282,000	\$250,000	\$32,000	\$282,000	\$250,000
Supplemental Adjustments		39.40	(\$1,636)	(\$1,636)	\$0	\$10,800,141	\$13,686,520	\$2,886,379	\$10,798,505	\$13,684,884	\$2,886,379