



# COUNTY OF SAN DIEGO

## AGENDA ITEM

### BOARD OF SUPERVISORS

GREG COX  
First District

DIANNE JACOB  
Second District

PAM SLATER-PRICE  
Third District

RON ROBERTS  
Fourth District

BILL HORN  
Fifth District

**DATE:** June 18, 2008

**TO:** Board of Supervisors

**SUBJECT:** CHIEF ADMINISTRATIVE OFFICER'S PROPOSED OPERATIONAL PLAN – FISCAL YEARS 2008-09 AND 2009-10 – CHANGE LETTER (District: All)

### SUMMARY:

#### Overview

On May 13, 2008 (10, 11), the Board of Supervisors received the Fiscal Years 2008-09 and 2009-10 Chief Administrative Officer's Proposed Operational Plan and set dates and times for public hearings and deliberations. This is a request to amend the Proposed Operational Plan based on updated expenditure and revenue information and recent Board actions.

#### Recommendation(s)

##### CHIEF ADMINISTRATIVE OFFICER

1. Accept the appropriation, funding, and staffing changes to the Fiscal Years 2008-09 and 2009-10 Chief Administrative Officer's Proposed Operational Plan as shown in the attached schedules for consideration during budget deliberations.
2. Following budget deliberations and approval of the Operational Plan, authorize the Chief Financial Officer to make adjustments as necessary between object accounts with no increases in total departmental appropriations in order to clarify all budget items for the final Operational Plan and budget resolution.

#### Fiscal Impact

The proposed changes increase the Chief Administrative Officer's Proposed Operational Plan by \$38.2 million in Fiscal Year 2008-09 and by \$1.0 million in Fiscal Year 2009-10. The total revised Proposed Operational Plan for Fiscal Year 2008-09 is \$5.188 billion and \$4.742 billion for Fiscal Year 2009-10. An increase to the Plan of 7.00 staff years is recommended in both Fiscal Year 2008-09 and Fiscal Year 2009-10. The total revised Proposed Operational Plan staffing for Fiscal Year 2008-09 is 17,189.00 staff years and 17,175.50 staff years for Fiscal Year 2009-10. The increases in expenditures are offset by \$18.2 million in program revenues and \$20.0 million in fund balances.

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**Business Impact Statement**

The changes to the Proposed Operational Plan include the purchase of goods and services from the private sector.

**Advisory Board Statement**

Individual advisory boards will review and may comment separately on portions of the Proposed Operational Plan.

**BACKGROUND:**

The purpose of this Change Letter is to update the Chief Administrative Officer's Proposed Operational Plan based on information that became available after the document was presented to the Board on May 13, 2008. Recommended changes to the Proposed Operational Plan are summarized below:

**PUBLIC SAFETY GROUP**

The recommended changes for the Public Safety Group increase the Proposed Operational Plan by \$11.7 million in Fiscal Year 2008-09 and by \$0.6 million in Fiscal Year 2009-10.

Significant proposed changes for Fiscal Year 2008-09 include the addition of 2.00 staff years for the Sheriff's Crime Lab; \$3.4 million for the Office of Emergency Services for a 90-day lease of two firefighting Bombardier CL-415 Superscoopers™ and a 150-day lease of one Aero Commander 690 aerial supervision aircraft to enhance the region's fire suppression capability; \$1.4 million for the Sheriff's Department to support additional equipment maintenance costs, to purchase 40 mobile identification units, and to hire temporary employees based on revenue from the California Identification System (Cal-ID) Trust Fund and approved by the Remote Access Network (RAN) Board; and \$5.9 million for the Sheriff's Department to rebudget several grant programs including emergency planning and equipment purchases, violent crime and gang violence, conducting Sobriety Checkpoints, anti-gang prevention and enforcement efforts, solving cold cases, and reducing recidivism and promoting long-term stability among mentally ill offenders. The amounts rebudgeted also include the purchase of license plate readers and security cameras.

**HEALTH AND HUMAN SERVICES AGENCY**

The recommended change for the Health & Human Services Agency results in no change in total appropriations for the Proposed Operational Plan in Fiscal Year 2008-09 or in Fiscal Year 2009-10.

The significant proposed change for both Fiscal Years 2008-09 and 2009-10 is the addition of 2.00 staff years to handle the increased workload resulting from the revised County Medical Services eligibility requirements.

**LAND USE AND ENVIRONMENT GROUP**

The recommended changes for the Land Use and Environment Group increase the Proposed Operational Plan by \$23.2 million in Fiscal Year 2008-09 and by \$6.4 million in Fiscal Year 2009-10.

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Significant proposed changes for Fiscal Year 2008-09 include the addition of \$6.0 million and 3.00 staff years to provide program support for fire prevention in the unincorporated area of the county based on a shift in the allocation of general purpose revenues to the Department of Planning and Land Use from Finance-Other; \$5.8 million to rebudget or augment Road Fund projects: Valley Center Road North construction, Sweetwater Road Sound Berm Landscaping, and Lake Jennings Park Slope Repair; \$1.6 million to rebudget various projects in the Fire Prevention Program for the unincorporated area; \$1.8 million to rebudget consultants for the General Plan Update and the completion of subsequent Zoning Ordinances; \$0.7 million to rebudget various Multiple Species Conservation Program (MSCP) activities, including the North and East County MSCPs and the completion of the Special Area Management Plan; \$0.5 million to rebudget removal of hazardous trees and shrubs in endangered and threatened habitat throughout the County's park system; \$0.4 million to rebudget improvements in Regulatory Planning for records management and storage and for upgrades to the Planning and Land Use Environmental Review Board Hearing Room; \$0.3 million for a consultant contract for preparation of an Environmental Impact Report to analyze impacts related to the Boutique Winery Zoning Ordinance; and \$0.1 million to rebudget cleanup and debris removal for the Sweetwater River Park.

**COMMUNITY SERVICES GROUP**

The recommended changes for the Community Services Group increase the Proposed Operational Plan by \$6.3 million in Fiscal Year 2008-09. There is no change in Fiscal Year 2009-10.

Significant proposed changes for Fiscal Year 2008-09 include \$1.5 million in grant funding in Housing and Community Development for down payment and closing cost assistance to low-income, first-time homebuyers; \$0.75 million, based on a contribution from the General Fund, for the Cardiff Branch Library improvement project to expand the children's area, create a teen area, and enhance the community room; \$2.9 million to rebudget County Library technology projects: the Self Check/Radio Frequency Identification Device implementation project (\$2.5 million) and a print and copy control and cashiering system (\$0.4 million); and \$0.4 million to rebudget enhancements to the Documentum enterprise content management application and environment.

**FINANCE AND GENERAL GOVERNMENT GROUP**

Significant proposed changes for the Finance and General Government Group increase the Proposed Operational Plan by \$0.2 million in Fiscal Year 2008-09. There is no change in Fiscal Year 2009-10.

Significant proposed changes for Fiscal Year 2008-09 include \$0.4 million in Other License & Permits Cable Television revenue for the Department of Media and Public Relations based on state franchise fees from Cox Communications for the use of public rights of way that is offset by a corresponding decrease in Use of Fund Balance, resulting in a zero net change in total revenue for the department; and \$0.2 million to rebudget the completion of a one-time

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information technology initiative to digitize microfilm in the Clerk of the Board of Supervisors Office.

**CAPITAL PROGRAM**

The recommended changes for the Capital Program increase the Proposed Operational Plan by \$2.0 million in Fiscal Year 2008-09. There is no change for Fiscal Year 2009-10.

Changes in the Capital Outlay Fund for Fiscal Year 2008-09 include \$1.0 million for construction work for fire recovery improvements at Oakoasis Park based on insurance proceeds held in the Firestorm 2003 Trust Fund; \$1.0 million for the County Administration Center Waterfront Park project based on an Operating Transfer from the General Fund that is being reallocated from the Otay Valley Regional Park Trail Improvements Project; and the replacement of the General Fund allocation to the Otay Valley Regional Park Trail Improvements Project with available Proposition 40, *California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002*, Per Capita Grant revenue of \$1.0 million.

**FINANCE-OTHER**

The recommended changes for the Finance-Other Program decrease the Proposed Operational Plan by \$5.3 million in Fiscal Year 2008-09 and by \$6.0 million for Fiscal Year 2009-10.

The changes for Fiscal Year 2008-09 include a one-time increase of \$0.75 million in appropriations for Contributions to the County Library to provide funding for the Cardiff Branch Library improvement project described above under Community Services Group, and a \$6.0 million reduction in appropriations in Countywide General Expenses that reflects the shift in a general purpose revenue allocation to the Land Use and Environment Group's Department of Planning and Land Use to provide funding for additional fire service contracts in the unincorporated areas of the county.

More detail regarding these proposed changes is provided in the pages immediately following this letter. The Summary of Changes presents a Countywide view, and each Group/Agency section summarizes the changes for that Group/Agency, followed by changes by Department/Program. The appendix displays the changes by fund at the summary account level.

**Linkage to the County of San Diego Strategic Plan**

The Operational Plan details each Department's strategic objectives for the next two years and the resources required to achieve them. The three Strategic Initiatives – Kids, The Environment, and Safe and Livable Communities – are reflected throughout the program objectives in the Operational Plan.

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Respectfully submitted,

A handwritten signature in black ink that reads "Walter F. Ekard" followed by the word "for" in a smaller, cursive script.

WALTER F. EKARD  
Chief Administrative Officer

**AGENDA ITEM INFORMATION SHEET**

**CONCURRENCE(S)**

**COUNTY COUNSEL REVIEW**

Written Disclosure per County Charter  
Section 1000.1 Required

Yes  
 Yes

*Rachel P. Weiss*  
[X] No

**GROUP/AGENCY FINANCE DIRECTOR**

Yes

[X] N/A

**CHIEF FINANCIAL OFFICER**

Requires Four Votes

Yes  
 Yes

N/A  
[X] No

*Janel Pehau*

**GROUP/AGENCY INFORMATION  
TECHNOLOGY DIRECTOR**

Yes

[X] N/A

**COUNTY TECHNOLOGY OFFICE**

Yes

[X] N/A

**DEPARTMENT OF HUMAN RESOURCES**

Yes

[X] N/A

Other Concurrence(s): N/A

**ORIGINATING DEPARTMENT:** Chief Financial Office

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**AUTHORIZED REPRESENTATIVE:**

*Tracy Sauls* for  
Donald F. Steuer

**AGENDA ITEM INFORMATION SHEET**

(continued)

**PREVIOUS RELEVANT BOARD ACTIONS:**

5/13/2008 (10, 11), Received the Chief Administrative Officer's Proposed Operational Plan for Fiscal Years 2008-09 and 2009-10.

**BOARD POLICIES APPLICABLE:**

N/A

**BOARD POLICY STATEMENTS:**

N/A

**CONTRACT NUMBER(S):**

N/A





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# Summary of Changes

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## Total Appropriations by Group/Agency

Appropriations total \$5.19 billion in the revised Proposed Operational Plan for Fiscal Year 2008-09 and \$4.74 billion for Fiscal Year 2009-10. For Fiscal Year 2008-09, this is an increase of \$38.2 million or 0.74% over the Chief Administrative Officer (CAO) Proposed Operational Plan for a total increase of \$456.4 million or 9.65% over the Fiscal Year 2007-08 Adopted Operational Plan.

## Total Staff Years by Group/Agency

Staff years total 17,189.00 in the revised Proposed Operational Plan for Fiscal Year 2008-09 and 17,175.50 for Fiscal Year 2009-10. For Fiscal Year 2008-09, this is an increase of 7.00 staff years or 0.04% over the CAO Proposed Operational Plan for an increase of 148.50 staff years or 0.87% over the Fiscal Year 2007-08 Adopted Operational Plan.

Proposed changes are discussed in detail in the department sections following the Summary for each of the Groups - Public Safety Group (PSG), Health and Human Services Agency (HHSA), Land Use and Environment Group (LUEG), Community Services Group (CSG), Finance and General Government Group (FGG) - as well as for the Capital Program and the Finance-Other programs.

## Summary of Changes



### Total Appropriations by Group/Agency

(In Millions)	Fiscal Year 2008-09 Proposed Budget	Fiscal Year 2008-09 Change	Fiscal Year 2008-09 Revised Budget	Fiscal Year 2009-10 Proposed Budget	Fiscal Year 2009-10 Change	Fiscal Year 2009-10 Revised Budget
Public Safety Group	\$ 1,377.2	\$ 11.7	\$ 1,388.9	\$ 1,400.0	\$ 0.6	\$ 1,400.6
Health and Human Services Agency	1,797.7	0.0	1,797.7	1,801.6	0.0	1,801.6
Land Use and Environment Group	376.6	23.2	399.8	370.6	6.4	377.1
Community Services Group	297.4	6.3	303.7	295.6	0.0	295.6
Finance and General Government Group	350.4	0.2	350.6	309.2	0.0	309.2
Capital Program	404.1	2.0	406.2	87.2	0.0	87.2
Finance Other	546.5	(5.3)	541.2	476.9	(6.0)	470.9
<b>Total</b>	<b>\$ 5,150.0</b>	<b>\$ 38.2</b>	<b>\$ 5,188.1</b>	<b>\$ 4,741.1</b>	<b>\$ 1.0</b>	<b>\$ 4,742.1</b>

### Total Appropriations by Category

(In Millions)	Fiscal Year 2008-09 Proposed Budget	Fiscal Year 2008-09 Change	Fiscal Year 2008-09 Revised Budget	Fiscal Year 2009-10 Proposed Budget	Fiscal Year 2009-10 Change	Fiscal Year 2009-10 Revised Budget
Salaries & Benefits	\$ 1,689.0	\$ 2.5	\$ 1,691.6	\$ 1,745.2	\$ 1.2	\$ 1,746.4
Services & Supplies	1,720.1	21.6	1,741.7	1,701.4	(5.4)	1,696.0
Other Charges	784.2	1.5	785.7	777.8	0.0	777.8
Capital Assets/Land Acquisition	415.1	6.6	421.7	85.2	4.6	89.8
Capital Assets Equipment	20.2	4.7	24.9	17.6	0.0	17.6
Expenditure Transfer & Reimbursements	(19.7)	0.0	(19.7)	(20.2)	0.0	(20.2)
Reserves	24.4	0.0	24.4	25.2	0.0	25.2
Reserve/Designation Increase	4.1	0.0	4.1	0.3	0.0	0.3
Operating Transfers Out	471.4	1.2	472.7	391.0	0.5	391.5
Management Reserves	41.2	0.0	41.2	17.6	0.0	17.6
<b>Total</b>	<b>\$ 5,150.0</b>	<b>\$ 38.2</b>	<b>\$ 5,188.1</b>	<b>\$ 4,741.1</b>	<b>\$ 1.0</b>	<b>\$ 4,742.1</b>



Total Staff Years by Group/Agency

	Fiscal Year 2008-09 Proposed Budget	Fiscal Year 2008-09 Change	Fiscal Year 2008-09 Revised Budget	Fiscal Year 2009-10 Proposed Budget	Fiscal Year 2009-10 Change	Fiscal Year 2009-10 Revised Budget
Public Safety Group	7,572.50	2.00	7,574.50	7,591.50	2.00	7,593.50
Health and Human Services Agency	5,675.50	2.00	5,677.50	5,630.00	2.00	5,632.00
Land Use and Environment Group	1,640.00	3.00	1,643.00	1,640.00	3.00	1,643.00
Community Services Group	1,013.00	0.00	1,013.00	1,026.00	0.00	1,026.00
Finance and General Government Group	1,281.00	0.00	1,281.00	1,281.00	0.00	1,281.00
<b>Total</b>	<b>17,182.00</b>	<b>7.00</b>	<b>17,189.00</b>	<b>17,168.50</b>	<b>7.00</b>	<b>17,175.50</b>

Total Revenues by Source

(In Millions)	Fiscal Year 2008-09 Proposed Budget	Fiscal Year 2008-09 Change	Fiscal Year 2008-09 Revised Budget	Fiscal Year 2009-10 Proposed Budget	Fiscal Year 2009-10 Change	Fiscal Year 2009-10 Revised Budget
State Aid	\$ 1,255.9	\$ 6.3	\$ 1,262.2	\$ 1,276.5	\$ 2.5	\$ 1,279.0
Federal & Other Governmental Aid	889.0	9.0	898.1	899.1	0.6	899.7
Use of Money & Property, Misc., & Other Revenues	835.5	2.3	837.8	509.1	0.5	509.6
Charges for Services, Fees, & Fines	875.1	0.3	875.4	883.5	(2.3)	881.2
Property & Other Taxes	1,013.3	0.3	1,013.5	1,046.1	0.2	1,046.3
Reserve/Designation Decreases	2.3	0.0	2.3	15.7	0.0	15.7
Use of Fund Balance	278.8	20.0	298.8	111.1	(0.4)	110.7
<b>Total</b>	<b>\$ 5,150.0</b>	<b>\$ 38.2</b>	<b>\$ 5,188.1</b>	<b>\$ 4,741.1</b>	<b>\$ 1.0</b>	<b>\$ 4,742.1</b>

