



# COUNTY OF SAN DIEGO

## AGENDA ITEM

### BOARD OF SUPERVISORS

GREG COX  
First District

DIANNE JACOB  
Second District

DAVE ROBERTS  
Third District

RON ROBERTS  
Fourth District

BILL HORN  
Fifth District

**DATE:** June 19, 2013 - to be heard by the Board of Supervisors on June 25, 2013 [Click here to enter text.](#)

**TO:** Board of Supervisors

**SUBJECT:** CHIEF ADMINISTRATIVE OFFICER RECOMMENDED OPERATIONAL PLAN FISCAL YEARS 2013-14 AND 2014-15 CHANGE LETTER (DISTRICTS: ALL)

### Overview

On May 7, 2013 (7), the Board of Supervisors received the Chief Administrative Officer Recommended Operational Plan Fiscal Years 2013-14 and 2014-15 (CAO Recommended Operational Plan) and set the dates and times for public hearings and deliberations. The proposed amendments to the CAO Recommended Operational Plan are based on updated expenditure and revenue information and recent Board actions. Today's action requests the Board approve the CAO Recommended Operational Plan and the Change Letter requests at the conclusion of budget deliberations. Budget deliberations are scheduled to commence on June 25, 2013. A resolution of adoption will come before the Board for consideration on August 6, 2013.

### Recommendation(s)

#### CHIEF ADMINISTRATIVE OFFICER

1. Pursuant to Government Code Section 29064, approve the Chief Administrative Officer Recommended Operational Plan for Fiscal Year 2013-14 on or before June 30, 2013, for the purpose of having the authority to spend until the budget is adopted.
2. Accept the appropriation, funding and staffing changes to the Chief Administrative Officer Recommended Operational Plan Fiscal Years 2013-14 and 2014-15 as shown in the attached schedules for consideration during budget deliberations.
3. Following budget deliberations and approval of the Chief Administrative Officer Recommended Operational Plan Fiscal Years 2013-14 and 2014-15, authorize the Auditor and Controller 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 to the CAO Recommended Operational Plan for Fiscal Years 2013-14 and

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2014-15, include for Fiscal Year 2013-14 appropriation increases of \$8.9 million and an increase of 26.00 staff years. Changes for Fiscal Year 2014-15 include appropriation decreases of \$0.3 million and no change in staff years. The total revised CAO Recommended Operational Plan is \$4.98 billion for Fiscal Year 2013-14 and \$4.81 billion for Fiscal Year 2014-15. The total revised staff years are 16,627.00 in Fiscal Year 2013-14 and 16,628.00 in Fiscal Year 2014-15. The Fiscal Year 2013-14 recommended increases in appropriations are supported by \$1.7 million in fund balance and \$7.2 million in net program revenues. The Fiscal Year 2014-15 recommended decrease in appropriations are supported by an increase of \$0.4 million in fund balance offset by a net decrease \$0.7 million in program revenues.

**Business Impact Statement**

The changes to the CAO Recommended Operational Plan include appropriations for 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 CAO Recommended Operational Plan.

**Background**

The purpose of this Change Letter is to update the CAO Recommended Operational Plan based on information that became available after that document was presented to your Board on May 7, 2013 (7).

Pursuant to Government Code Section 29064, a recommended budget must be approved by the Board by June 30, 2013, for the purpose of having authority to spend until the budget is adopted. A resolution of adoption will come before the Board for consideration on August 6, 2013.

The recommended changes to the CAO Recommended Operational Plan are summarized by group below.

**PUBLIC SAFETY GROUP**

The recommended changes for the Public Safety Group (PSG) increase the CAO Recommended Operational Plan by \$7.0 million and by 26.00 staff years in Fiscal Year 2013-14. The total revised CAO Recommended Operational Plan for PSG for Fiscal Year 2013-14 is \$1.5 billion and 7,429.00 staff years. In Fiscal Year 2014-15, recommended changes decrease appropriations by \$0.3 million. The total revised CAO Recommended Operational Plan for PSG for Fiscal Year 2014-15 is \$1.5 billion and 7,430.00 staff years.

Significant proposed changes for Fiscal Year 2013-14 from the CAO Recommended Operational Plan include: \$11.0 million increase due to the implementation of Assembly Bill (AB) 109, *Public Safety Realignment (2011)*, comprised of:

- Increase in the Probation Department as a result of additional residential reentry services in the community and additional staff years for transitional reentry services and support (\$3.5 million),
- Increase in the Sheriff's Department for medical costs in detention facilities based on an increased number of inmates (\$2.6 million),

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- Increase in the Sheriff's Department for a Realignment Data Collection and Analysis project (\$1.9 million),
- Increase in the Sheriff's Department as a result of additional staff years and to create the Regional Realignment Response Group (\$1.4 million),
- Increase in the District Attorney's Office as a result of additional staff years associated with changes in the parole revocation process (\$0.9 million), and
- Increase in the Public Defender as a result of additional staff years associated with changes in the parole revocation process (\$0.7 million).

Further changes for Fiscal Year 2013-14 include \$0.5 million increase in the Sheriff's Department for overtime costs based on revenue from the Board of State Community Corrections Police grant funds; \$0.5 million increase in the San Diego County Fire Authority to purchase and refurbish fire apparatus; \$0.4 million increase in the Sheriff's Department for additional staff years for a two-year pilot program to provide dispatch services to the Probation Department; \$0.3 million increase in the San Diego County Fire Authority for acquisition of a fire engine; \$0.2 million increase in the Sheriff's Department for an additional staff year for the Regional Auto Theft Task Force; \$5.7 million decrease in the Sheriff's Department from the Fire Safety Trust Fund for replacement of the conventional radio system due to amounts encumbered subsequent to the submission of the CAO Recommended Operational Plan; and, \$0.2 million decrease as a result of various changes in Public Safety Group departments.

In Fiscal Year 2014-15, recommended changes include an increase of \$5.5 million due to the implementation of Public Safety Realignment comprised of:

- Increase in the Sheriff's Department for medical costs in detention facilities based on an increased number of inmates (\$2.6 million),
- Increase in the District Attorney's Office as a result of additional staff years associated with changes in the parole revocation process (\$0.9 million),
- Increase in the Probation Department as a result of additional staff years associated with transitional reentry services and support (\$0.9 million),
- Increase in the Public Defender as a result of additional staff years associated with changes in the parole revocation process (\$0.7 million), and
- Increase in the Sheriff's Department for the Regional Realignment Response Group associated with the implementation of Public Safety Realignment (\$0.4 million).

Further changes for Fiscal Year 2014-15 include \$0.4 million increase in the Sheriff's Department for additional staff years for a two-year pilot program to provide dispatch services to the Probation Department; offset by a \$5.9 million decrease in the Sheriff's Department from the Fire Safety Trust Fund for replacement of the conventional radio system due to amounts encumbered subsequent to the submission of the CAO Recommended Operational Plan and \$0.3 million decrease as a result of various changes in Public Safety Group departments.

Recommended staffing changes for Fiscal Year 2013-14 from the CAO Recommended Operational Plan include: an increase of 20.00 staff years due to the implementation of Assembly Bill (AB) 109, *Public Safety Realignment (2011)* comprised of:

- Increase in the Probation Department for transitional reentry services (7.00 staff years),
- Increase in the Sheriff's Department to create the Regional Realignment Response Group and to review local prison sentences (5.00 staff years),

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- Increase in the Public Defender for responsibilities associated with changes in the parole revocation process (5.00 staff years), and
- Increase in the District Attorney's Office for responsibilities associated with changes in the parole revocation process (3.00 staff years).

Additional staffing changes for Fiscal Year 2013-14 include an increase of 5.00 staff years in the Sheriff's Department for a two-year pilot program to provide dispatch services to the Probation Department; an increase of 1.00 staff year in the Sheriff's Department for the Regional Auto Theft Task Force; an increase of 1.00 staff year in the Sheriff's Department to support the Regional Communications System Replacement Project; and a decrease of 1.00 staff year in the Sheriff's Department due to changes in the City of Poway contract.

**HEALTH AND HUMAN SERVICES AGENCY**

There are no appropriation changes for the Health and Human Services Agency (HHS) from the CAO Recommended Operational Plan in Fiscal Year 2013-14 and staff years remain unchanged. Total appropriations for HHS for Fiscal Year 2013-14 are \$2.0 billion and 5,613.50 staff years. In Fiscal Year 2014-15, total appropriations and staff years remain unchanged from the CAO Recommended Operational Plan at \$2.0 billion and 5,613.50 respectively.

**LAND USE AND ENVIRONMENT GROUP**

The recommended changes for the Land Use and Environment Group (LUEG) increase the CAO Recommended Operational Plan by \$0.8 million. There is no change in staff years. The total revised CAO Recommended Operational Plan for LUEG for Fiscal Year 2013-14 is \$399.8 million and 1,446.00 staff years.

Changes in Fiscal Year 2013-14 from the CAO Recommended Operational Plan include \$0.08 million in the Department of Public Works Roads Transportation program and a corresponding increase of \$0.08 million in the Department of Public Works Road Fund Equipment Acquisition Internal Service Fund for the purchase of heavy equipment; and, \$0.6 million for property acquisition for agricultural conservation easements.

In Fiscal Year 2014-15, total appropriations and staff years for LUEG remain unchanged from the CAO Recommended Operational Plan at \$356.1 million and 1,446.00 respectively.

**COMMUNITY SERVICES GROUP**

The recommended changes for the Community Services Group (CSG) increase the CAO Recommended Operational Plan by \$0.5 million. There is no change in staff years. The total revised CAO Recommended Operational Plan for CSG for Fiscal Year 2013-14 is \$300.9 million and 961.00 staff years.

Significant changes for Fiscal Year 2013-14 from the CAO Recommended Operational Plan include \$0.1 million for repair and maintenance of County facilities; and rebudgets for multi-year projects in the Department of General Services including \$0.2 million for the Building Automation System project, \$0.1 million for the Downtown Justice Center Support Facilities Master Plan, and \$0.1 million for the Fleet management system upgrade.

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In Fiscal Year 2014-15, total appropriations and staff years remain unchanged from the CAO Recommended Operational Plan at \$296.8 million and 961.00 respectively.

**FINANCE AND GENERAL GOVERNMENT GROUP**

There are no appropriation changes for the Finance and General Government Group (FGG) from the CAO Recommended Operational Plan in Fiscal Year 2013-14 and staff years remain unchanged. The total CAO Recommended Operational Plan for FGG for Fiscal Year 2013-14 is \$386.8 million and 1,177.50 staff years. In Fiscal Year 2014-15, total appropriations and staff years for FGG remain unchanged from the CAO Recommended Operational Plan at \$351.5 million and 1,177.50 respectively.

**FINANCE OTHER**

Finance Other appropriations in the revised Recommended Operational Plan are \$291.9 million for Fiscal Year 2013-14 and \$271.3 million for Fiscal Year 2014-15. Total appropriations are unchanged from the CAO Recommended Operational Plan.

**CAPITAL PROGRAM**

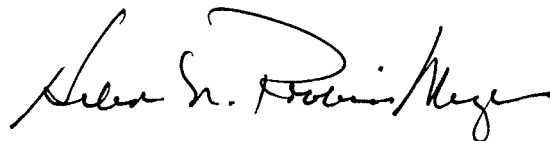
The recommended changes for the Capital Program increase the CAO Recommended Operational Plan in Fiscal Year 2013-14 by \$0.7 million for a total of \$58.5 million. In Fiscal Year 2014-15, total appropriations remain unchanged from the CAO Recommended Operational Plan at \$12.3 million.

Significant proposed changes for Fiscal Year 2013-14 from the CAO Recommended Operational Plan include an increase of \$0.2 million for the Jess Martin Multi-Use Ball Fields Irrigation and Seepage Pit project; an increase of \$0.2 million for Don Dussault Park Improvements; and an increase of \$0.3 million to reclassify major maintenance projects included in the CAO Recommended Operational Plan as capital projects.

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

The CAO Recommended Operational Plan details each department's strategic objectives for the next two years and the resources required to achieve them. The three Strategic Initiatives in the County of San Diego's 2013-2018 Strategic Plan – Safe Communities, Sustainable Environments and Healthy Families – are reflected throughout the program objectives in the CAO Recommended Operational Plan.

Respectfully submitted,



HELEN N. ROBBINS-MEYER  
Chief Administrative Officer

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ATTACHMENT(S)

CAO Recommended Operational Plan Change Letter Fiscal Years 2013-14 and 2014-15

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**AGENDA ITEM INFORMATION SHEET**

**REQUIRES FOUR VOTES:**       Yes     No

**WRITTEN DISCLOSURE PER COUNTY CHARTER SECTION 1000.1 REQUIRED**

Yes     No

**PREVIOUS RELEVANT BOARD ACTIONS:**

May 7, 2013 (7), Chief Administrative Officer Recommended Operational Plan for Fiscal Years 2013-14 and 2014-15.

**BOARD POLICIES APPLICABLE:**

N/A

**BOARD POLICY STATEMENTS:**

N/A

**MANDATORY COMPLIANCE:**

N/A

**ORACLE AWARD NUMBER(S) AND CONTRACT AND/OR REQUISITION NUMBER(S):**

N/A

**ORIGINATING DEPARTMENT:** Auditor and Controller

**OTHER CONCURRENCES(S):**    N/A

**CONTACT PERSON(S):**

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**Approval Log For:**

Change Letter.pdf

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Approver's Name	Approvers Job Title	Approver's Department	Time and Date of Final Approval
Tracy Sandoval	ACFO/Auditor & Controller	A&C	6/19/2013 4:14:54 PM
Rachel Witt		County Counsel	6/19/2013 2:38:22 PM
Ebony Shelton	Financial Policy & Planning Director	Auditor & Controller	6/19/2013 3:18:53 PM