

**COUNTY OF SACRAMENTO  
CALIFORNIA**

For the Agenda of:  
February 10, 2009  
10:30 A.M.

To: Board of Supervisors

From: County Executive's Office

Subject: 2008-09 Midyear Financial Report

Supervisory  
District: All

Contact: Navdeep S. Gill, Chief Operations Officer, 874-5803  
Linda Foster-Hall, County Budget Officer, 874-2453

**Overview**

On November 18, 2008, the Board of Supervisors adopted the County's Final Budget for Fiscal Year 2008-09. This midyear report provides the Board with the status of current-year expenditures and revenues in relation to the adopted budget, recommendations on midyear adjustments and requested Reports Back.

**Recommendations:**

1. Receive and file this report.
2. Approve the Appropriation Adjustment Request (AAR) No 29-017 transferring \$171,735 from Voter Registration and Elections (Budget Unit 410000) to the Coroner (Budget Unit 4610000), Grand Jury (Budget Unit 5660000) and Cooperative Agricultural Extension (Budget Unit 3310000) (Attachment I).
3. Approve reductions to the Department of Health and Human Services in the amount of \$2.4 million in order to offset the increase in In-Home Supportive Services Provider Payments (Attachment X).
4. Approve reductions to the Mental Health Division in the amount of \$3.8 million to offset the reduction in Realignment revenue and decrease in Federal revenue (Attachment IX).
5. Conceptually approve midyear reductions of approximately \$7.5 million. The specific amounts by department will be brought back for Board approval on March 3, 2009 for implementation by April 1, 2009.
6. Approve the use of Interfund Transfers in the amount of \$17,313,929 to the General Fund from the Municipal Services Agency's Internal Service Fund. (Attachment II)
7. Approve the AAR No. 29-018 transferring \$3,000,000 from Contingencies (Budget Unit 5980000) and appropriate additional revenue and expenditure authority from the Interfund Transfer of \$2,158,422 to the Public Defender (Budget Unit 6910000) \$2,442,042 and the

- Conflict Criminal Defender (Budget Unit 5510000) \$2,716,380 for Indigent Defense (Attachment III).
8. Approve AAR No. 29-019 making reductions of \$2,358,523 in the Department of Health and Human Services (Budget Unit 7200000) and recognizing additional general purpose revenue (\$6,416,844) in Non-Departmental Revenues (Budget Unit 5700000) from the Interfund Transfer to increase expenditure authority for In-Home Supportive Services Provider Payments (Budget Unit 7250000). (Attachment IV)
  9. On February 10, 2009 at 2:00 P.M. conduct a Beilenson Hearing pursuant to Section 1442.5 of the California Health and Safety Code (Beilenson Act) on the elimination or reduction of medical care services to indigents provided by the County of Sacramento.
  10. Approve the Notice of Exemption as is required for the Beilenson Hearing (Attachment V)
  11. Adopt recommendations on providing indigent defense by the Conflict Criminal Defenders (CCD) and Public Defender (PD) (Attachment VI).
  12. It is recommended that the Board authorize the County Executive Officer or his designee to reduce or terminate those contracts entered into pursuant to section 71-J of the County Charter as may be necessary prior to affecting the lay-offs authorized or for which notice may be given pursuant to Recommendation 13 in Attachment VII. Notice of reduction or termination must be given to affected contractors prior to any notice of lay-off of employees.
  13. It is recommended that the Board of Supervisors authorize notice of lay-offs to employees in those positions identified for reduction in Attachment VII of this report. It is further recommended that the Board of Supervisors authorize the commencement of the lay-off process, including contingent notice, for employees in any other positions identified as necessary to be laid-off as a result of midyear budget reductions. In the latter instance, notice will provide that lay-off is contingent upon formal action of the Board of Supervisors
  14. Receive and file the attached report regarding decreasing the size of the County's Light Fleet (Attachment VIII).

### **Fiscal Impact**

There continues to be a significant downturn in all sales tax and property based revenue collections as the national recession continues to impact the local economy. The economic downturn has also caused large caseload increases in health and human assistance related programs. The pressure on both projected revenues and actual expenditures has resulted in an estimated shortfall for the General Fund of \$54.8 million in the current year. It is recommended that a set of solutions, including reductions in current spending levels, transfers from contingencies and Interfund transfers, be implemented to eliminate the current year shortfall.

### **BACKGROUND**

On November 18, 2008, the Board of Supervisors adopted the County's Final Budget for Fiscal Year 2008-09. This midyear report provides the Board with the following information:

- The status of current-year expenditures and revenues in relation to the adopted budget.
- Recommendations concerning midyear actions necessary before the Fiscal Year 2009-10 budget hearings.
- Factors that necessitate a Beilenson Hearing on February 10, 2009.
- Reports Back requested by the Board at the Fiscal Year 2008-09 Final Budget Hearing.

## **DISCUSSION**

### **Status of Fiscal Year 2008-09 Expenditures and Revenues:**

When the County's budget was originally crafted it was built on reasonable revenue and expenditure projections. However, the current recession has continued to drag local revenue projections downward. This is especially evident by the substantial downturn in all sales tax (both statewide and locally) and property tax based revenue collections.

It has been well publicized that the current economic downturn originally started in the housing market and closely related business sectors. The downturn is now being felt throughout the local economy, including all sectors of consumer spending and decreased employment levels. The impact on employment has also put strain on those state and local programs that are caseload driven, especially in health and human assistance programs. As an example, the County has seen an increase of 31% in general assistance caseloads alone which translates into increased expenditures in both health and assistance programs.

These revenue and expenditure trends have resulted in an estimated net shortfall for the General Fund of \$54.8 million in the current year. This shortfall will be mitigated by approximately \$17.8 million in departmental reductions and an offset from the Teeter Plan resulting in an estimated net shortfall of \$37.0 million. The largest contributing factors to the current year shortfall are as follows:

**Fiscal Year 2008-09 Midyear Issues**  
(millions)

<b>Department</b>	<b>Net Shortfall</b>
IHSS Provider Payments/Public Authority	\$ (6.4)
Mental Health	(8.6)
Indigent Defense	(5.2)
Sheriff (Proposition 172 Revenue)	(10.8)
Probation (Mostly Proposition 172 Revenue)	(2.6)
District Attorney (Proposition 172 Revenue)	(1.7)
<b>Departmental Subtotal</b>	<b>\$ (35.3)</b>

**General Purpose Revenues**

Sales Taxes	\$ (6.4)
Property Taxes	-
Other Revenue	0.3
<b>Revenues Subtotal</b>	<b>\$ (6.1)</b>

Use of Contingencies	\$ 3.0
Additional Savings	\$ 1.4

**Grand Total** **\$ (37.0)**

**General Fund Revenues:**

When the Board adopted the Fiscal Year 2008-09 Final Budget, a number of revenue assumptions were used that, at the time, were logical based on available data. However, with approximately six months of experience in the current year, some of those assumptions need to be revised.

1. **\$10.2 million reduction in Property Tax Collections** – The Assessor anticipated in the Final Adopted Budget that even with the slumping housing market, Sacramento County would still see a two percent increase in the taxable values used to calculate the County's secured and unsecured property taxes. The magnitude of the impact on local assessment rolls of the continuing correction in the housing market has not been seen since Fiscal Year 1996-97. It is estimated that property tax appeals, tax rebates and delinquent payments will erase the anticipated increase (2%) originally forecast in property tax collections. The Assessor, the Department of Finance and the Office of Budget and Debt Management have all reviewed these revised estimates and are in agreement with the revised projections. This reduction will be offset by the Teeter Plan.
2. **\$6.4 million reduction in Sales Tax collections** – All sectors of the economy are seeing lagging retail sales which affect both county and statewide sales tax collections. Specifically, for the unincorporated area of Sacramento County sales tax collections were down 1.7% in the first quarter. However the decreases in sales tax collections for the first quarter of this

fiscal year were masked somewhat by taxes generated by jet fuel sales and skyrocketing gasoline prices. As gasoline prices moderate, factoring in continued declines in auto sales, the construction/housing sector plus poor holiday season collections, it is anticipated year-end sales tax collections will be down approximately 7.9 percent or \$6.4 million.

The County Executive's Office has developed a reduction plan that will spread this shortfall to the Agencies and various departments. Those departments are expected to return with their individual reduction proposals within the next week. The County Executive will come back to the Board on March 3, 2009 with the recommended solution to offset this decreased revenue source.

3. **\$14.9 million reduction in Local Public Safety Funds (Proposition 172)** – In 1993, the voters approved Proposition 172, which directed the proceeds of a ½ cent sales tax to be used exclusively for local public safety services. Each month, the State apportions the funds collected statewide to counties based on each county's share of the statewide taxable sales in the preceding year. As with all sales tax based revenues the current year collections statewide have decreased as compared to the same time period last year. Additionally, the percentage that Sacramento is allocated from the statewide pool has also dropped because of the decline in sales tax collections last fiscal year. As a result the allocations from the State for Proposition 172 collections are estimated to be down by \$14.9 million. These funds are used as a financing source for the Sheriff (\$10.8 million), District Attorney (\$1.7 million) and the Probation Department (\$2.5 million). The County Executive will come back to the Board on March 3, 2009 with a recommended solution to offset this decreased revenue source.
4. **\$5.4 million reduction in Realignment Revenues** – In 1991 the state enacted a major change in the state and local government relationship, known as realignment. At that time the state transferred to county control mental health, social services and health programs, and "realigned" program cost-sharing ratios, and provided counties with dedicated tax revenues from sales tax and vehicle license fees. Again, as with any revenue source that is based on consumer spending, the state is now projecting a decrease in the estimated base level of collections for Sacramento County.

#### **Other Departmental Revenues:**

5. **\$3.0 million reduction in County Clerk Recording Fees** – County Clerk/Recorder year-end revenues are estimated at approximately \$3.0 million below budget (from \$11.5 million to \$8.5 million) as a result of a reduction in projected expenditures. In a concerted effort the department has controlled expenditures due to a reduced workload resulting from the decline in real estate activity. Although revenues are down there is no adverse impact to the general fund as expenditures have been proportionately reduced.
6. **\$1.0 million reduction in Planning Zoning Revenues** – The Department of Planning and Community Development is projecting a year-end revenue shortfall of \$1.0 million due to declining applications and business license program activity. The Department is addressing the shortfall by reducing staff, accepting voluntary reductions of full time positions to part-time status, reducing expenses, and creating new revenue opportunities by shifting staff to assignments with new funding sources not anticipated in the budget. The Department has also "loaned" planners, at cost, to non-County agencies for limited term assignments.

7. **\$0.8 million reduction in Business Licenses and permits** – Year-end revenues for the Department of Finance (DOF) are projected at \$800,000 below budget (from \$16.4 million to \$15.6 million). The economic downturn has had a significant impact on DOF primarily in General and Special business license activity. In prior downturns, decreases in commercial office and retail licenses were offset by a growth in home based businesses. This has not occurred in the current fiscal year. November in particular showed a sharp decline in both new and renewing licenses, with some recovery in December; however, the downward trend continues. In early December, DOF informed its license partner departments of reduced available cost recovery and the need to reduce expenditures accordingly. DOF has increased compliance review and enforcement. The department is also preparing the annual review of the license fees and continues to monitor license activity.
8. **\$1.6 million reduction in Departmental Revenue from Department of Revenue Recovery** - The Department of Revenue Recovery's (DRR) year-end revenues are projected to be on target with the budget of approximately \$7.0 million. These revenues are primarily for the recovery of cost from the State for delinquent fines collection. However, total revenue collections by DRR on behalf of other departments are currently projected to be \$1.6 million lower than budget (from \$45.3 million to \$43.7 million). Most of the \$1.6 million reduction is in fines collections. Of that amount, about 45% affects the General Fund or General Fund departments. The lower revenue estimates are included in the individual departments' revenue projections. DRR collections are projected to be down primarily due to the downturn in the economy which has affected DRR customers' ability to pay their debts in a timely manner, or at all, due to unemployment, a reduction in work hours, or foreclosure on their homes.

### **General Fund Expenditures:**

When the Fiscal Year 2008-09 general purpose revenues were allocated to departments in February 2008 there were no reductions in that allocation from the prior year. However, it was anticipated that the allocations would not be adequate to fund all the departmental requests. Therefore, during the budget process that ended in November 2008, many departments experienced reductions in programs in order to balance the budget. Additionally, the Board authorized the use of approximately \$55 million in one-time funding leaving reserves at levels required for cash flow and Pension Obligation debt service payments.

Now with reduced revenue collections and the increase in caseload driven expenditures, the following departments are experiencing shortfalls in their current allocations:

1. **Cooperative Extension** - The Cooperative Extension is anticipating a shortfall of \$19,000. The department has been notified by other county departments that service levels provided by the Cooperative Extension will not be needed and reductions in anticipated service agreement revenue in the amount of \$24,638 will need to be made. The department has identified one-time reductions in service and supply accounts that will result in a net savings of \$5,510. Currently, the department operates with a very limited budget that has been significantly reduced to fall within the designated yearly general fund allocation and further reductions to service agreement revenue would be difficult to absorb. Therefore, the department's shortfall of \$19,000 will be mitigated by an equal amount of General Fund savings originally allocated to Voter Registration and Elections.

2. **Coroner** - The Coroner is anticipating a shortfall of \$129,293. The department has already identified and committed to one-time reductions in service and supply accounts that will result in a net savings estimated at \$53,427, reducing the anticipated shortfall from the original estimate of \$182,720. However, the funding for this budget unit has been significantly reduced over the past few years in order to budget within their designated allocation and it will not be possible for the department to reduce costs further this fiscal year to cover the remaining shortfall. Therefore, the department's shortfall of \$129,293 will be mitigated by an equal amount of General Fund savings originally allocated to Voter Registration and Elections.
3. **Grand Jury** - The Grand Jury is anticipating a shortfall of \$23,442. The department is responsible for ensuring the legal operation and efficiency of local government as mandated by State law and Penal Code Section 888, et seq. and necessary expenditures to investigate or inquire into county matters of civil concern shall be paid by the treasurer of the county out of the general fund. The shortfall is primarily due to grand juror meeting and mileage expenditures related to investigations and inquiries. Therefore, the department's shortfall of \$23,442 will be mitigated by an equal amount of General Fund savings originally allocated to Voter Registration and Elections.
4. **Voter Registration and Elections** - Voter Registration and Elections is anticipating a savings of \$311,994. The department has estimated an increase in revenues from the November 2008 Presidential General Election due to a greater-than-expected increase in the number of registered voters. Also, the department successfully pursued cost-savings measures that reduced the cost of running this election. These two factors have resulted in an estimated General Fund savings for the department. Because the estimated savings are one-time in nature, \$171,735 of the department's General Fund savings will be used to mitigate shortfalls in three other budgets – Coroner, Cooperative Extension, and Grand Jury.
5. **Indigent Defense** - The County's Indigent Defense system is facing a \$5,290,825 shortfall for the remainder of Fiscal Year 2008-09. The increase in need is partly due to several complex cases such as long time death penalty cases, and other serious crimes, coming to a pivotal point in the judicial process which takes a lot of attorney time and ancillary costs. The CCD Administrator and the PD have implemented various new processes over the years to streamline operations and reduce costs. They continue to work together to implement additional cost saving measures, as well as discussing possible pilot projects to be brought before the Board at a later date. More detailed information regarding these programs is included in the Report Back requested by the Board at the June 2008 Budget Hearings (Attachment VI).

The following two Departments will have reductions that result in reduction of positions. The exact position classifications are identified in Attachment VII:

Department	Total Amount	Total FTE's
Department of Health and Human services	\$ 2,358,523	83.2
Mental Health Division	3,815,673	29.8
<b>Total</b>	<b>\$ 6,174,196</b>	<b>113.0</b>

6. **Department of Health and Human Services** - The Department of Health and Human Services reductions include a net of \$2.4 Million in program cuts and the potential elimination of 83.2 full-time equivalent (FTE) positions for Fiscal Year 2008-09. The actual number of FTE deleted is contingent on the review of the County's 71-J contracts. The reductions are primarily in the Office of the Director (Overhead), Adult Protective Services In-Home Supportive Services program, Public Health, and Clinic Services. These reductions will be used to help offset the budget issue in the In-Home Supportive Services Provider Payment budget. (More detailed information regarding the nature of the shortfalls is included in Attachment X) In order to affect these changes the Board is required to hold a Beilenson Hearing pursuant to Section 1442.5 of the California Health and Safety Code (Beilenson Act) on the elimination or reduction of medical care services to indigents provided by the County of Sacramento.
7. **Mental Health Division** - The Mental Health Division coordinated seven community forums to notify the stakeholders of the revenue shortfall of \$11.3 million. The forums were designed obtain stakeholder's input on the services they felt were the most and least essential in the children's and adult's systems of care. A total of 705 people from all the stakeholder groups attended the forums and 652 surveys were submitted. The stakeholders included representatives from Adult and Children's service providers, system partners, consumer and family members, and members of culturally and ethnically diverse populations. Based on the results of the forums, the division identified its reductions of \$3.8million. The balance of the reductions will be offset by an Interfund Transfer that will be repaid by the department as additional reductions are made in Fiscal Year 2009-10 (Attachment XI). More detailed information regarding the nature of the shortfalls is included in Attachment IX.

#### **Other Department Expenditures**

8. **Facility Planning, Architecture and Real Estate** - The Department of Facility Planning, Architecture and Real Estate (FPARE) is experiencing a significant decline in project activity and related project revenue/reimbursement due to the suspension of Capital Construction projects along with modular furniture purchases and remodel activities. These reduced service level needs requires a proportionate reduction in funded positions. Efforts are under way to place employees in vacant positions within the County as well as identify appropriate work which may generate additional reimbursement to FPARE from other county departments. If efforts are unsuccessful in placing employees or identifying additional work to reimburse the cost of the employees, the elimination of up to 14.0 positions may be required which could result in layoffs. Any required staffing reductions and budget adjustments will be presented to the Board at the March 3, 2009 midyear budget hearing.
9. **Department of Revenue Recovery** - The Department of Revenue Recovery (DRR) has examined its operational model to determine if staffing adjustments could be made during these difficult budget times. The decision by the Department of Neighborhood Services, Code Enforcement Division to assume responsibility for the collection of their outstanding accounts will result in reduced collection activity within DRR requiring staffing adjustments. Such adjustments may require the elimination of up to 7.0 positions in DRR which could result in layoffs unless additional assigned work is identified to reimburse the costs of those positions. Any required staffing reductions and budget adjustments will be presented to the Board at the March 3, 2009 midyear budget hearing.

### **Lay-off Process including 71J Contract Actions**

The Department of Personnel Services (DPS) and affected Departments are working diligently to minimize lay-offs. While DPS has developed seniority lists to identify those employees subject to lay-off, it is necessary for the Board of Supervisors to provide the authority to deliver lay-off notices. Attachment VII provides a list of those classifications identified by Departments that may be subject to lay-off through budget reductions or as the result of demotion by another employee who has seniority rights in a lower classification. The County Executive's office in coordination with departments is currently examining all 71J contracts to determine if the reduction or termination of these contracts can provide sufficient savings to prevent the lay-off of county employees. Notification of action to reduce or terminate 71J contracts must take place prior to the delivery of lay-off notices with the contract reduction or termination occurring prior to actual layoff date. Additionally all temporary or provisional positions within a department must be eliminated prior to a lay-off in the identified classification. Efforts are under way to place employees in the same or similar positions throughout all county departments. Notification to 71J contractors and placement efforts will be completed prior to an employee being laid-off.

### **REQUESTED REPORTS BACK**

#### **Receive and File the Report Back on the review of the County's Automotive Fleet (Light Fleet)**

Fleet Utilization Review Committee, consisting of representatives from many county department assigned fleet users, was formed in August 2008 to review the County's current Automotive Fleet (Light Fleet) and make recommendations regarding potential fleet reductions, ongoing department-assigned vehicle policies, and Home Retention Vehicle (HRV) assignments. In their review, the Committee considered factors such as (a) the economic feasibility of having more County employees use their own vehicles for some business uses, and reimbursing them for mileage instead of using a County vehicle; (b) more efficient sharing of County vehicles; (c) vehicle replacement criteria; and (d) current HRV policies. The Committee's recommendations include the implementation of policies and processes to include (1) a 7,500 mile minimum utilization standard for department- assigned vehicles, (2) encourage greater use of mileage reimbursement for employees who use their private vehicles, and (3) meet and confer with the relevant bargaining units regarding standby pay versus home retention vehicles and charging employees for use of the HRV's. Attachment VIII is a report from the Department of General Services which contains the Committee's findings and recommendations with potential savings of approximately \$3.0 million in vehicle replacement costs the first year, and ongoing savings of approximately \$1.25 million in maintenance, fuel, vendor parts, and equipment costs.

#### **Approve the Report Back regarding the delivery of Indigent Defense in Sacramento County**

During Fiscal Year 2008-09 Proposed Budget Hearings in June the Board directed the County Executive to consult with other jurisdictions on various ways of providing indigent defense. Countywide Services Agency staff surveyed other counties to compile an inventory of the various defense structures and processes practiced across the state. As discussed more fully in the attached report, the analysis and cost comparison indicates the current model utilized by Sacramento County is cost effective. While it has been determined that a Conflict office is both

economically and programmatically sound, this concept should be revisited periodically to ensure it remains the best option. (Attachment VI)

### **RECOMMENDED SOLUTIONS:**

While it will be necessary to make program reductions, the magnitude of the midyear shortfall required that alternative solutions be identified in addition to the reductions that are identified in this report. It has been determined that a number of other county funds have adequate fund balances to offer Interfund Transfers to the General Fund. These transfers would be repaid over a five year repayment schedule by the department or Agency that required the additional funding. These transfers will allow the affected departments to make orderly adjustments in their programs as the County continues to downsize service delivery and identify the necessary core services. If the Board approves the attached report from the Director of Finance regarding these transfers, it will allow the County Auditor and Treasurer to make these Interfund Transfers (Attachment II).

In order to eliminate a portion of the Fiscal Year 2008-09 shortfall in the General Fund, staff recommends that the Board take action on the following recommendations at the February 10, 2009 hearing.

1. Approve the attached AAR NO 29-017 transferring \$171,735 from Voter Registration and Elections (Budget Unit 4410000) to Cooperative Extension (\$19,000), the Grand Jury (\$23,442) and the Coroner (\$129,293) – (Attachment I).
2. Approve the Appropriation Adjustment Request (AAR) No. 29-018 transferring \$3,000,000 from Contingencies and appropriate additional revenue and expenditure authority from the Interfund Transfer of \$2,158,422 to the Public Defender (\$2,442,042) and the Conflict Criminal Defender (\$2,716,380) for Indigent Defense (Attachment III). The Interfund Transfer will be repaid by the Countywide Services Agency with a repayment schedule of five years as identified in Attachment XIII.
3. Approve reductions to the Department of Health and Human Services in the amount of \$2.4 million in order to offset the increase in In-Home Supportive Services Provider Payments. The balance of the shortfall in In-Home Supportive Services Provider Payments will be offset by an Interfund Transfer and will be repaid by the Countywide Services Agency with a repayment schedule of five years as identified in Attachment XII. Prior to any action by the Board on these reductions, a Beilenson Hearing on February 10 at 2:00 p.m. and adopt a Notice of Exemption as required by the California Environmental Quality Act (CEQA).
4. Approve reductions to the Mental Health Division in the amount of \$3.8 million to offset the reduction in Realignment revenue and decrease in Federal revenue. The balance of the shortfall in the Mental Health Division will be offset by an Interfund Transfer and will be repaid by the Countywide Services Agency with a repayment schedule of five years as identified in Attachment XI.
5. It is recommended that the Board of Supervisors authorize notice of lay-offs to employees in those positions identified for reduction in Attachment VII of this report. It is further recommended that the Board of Supervisors authorize the commencement of the lay-off process, including contingent notice, for employees in any other positions identified as

necessary to be laid-off as a result of midyear budget reductions. In the latter instance, notice will provide that lay-off is contingent upon formal action of the Board of Supervisors.

Between now and March 3, 2009 the OBDM will work with departments to identify additional midyear reductions that can be implemented by April 1, 2009 to eliminate approximately \$7.5 million of the net shortfall. It is anticipated that this reduction will include eliminating current vacant positions and reductions in operating accounts as directed by the County Executive on November 21, 2008.

Once the exact amount of the departmental midyear reductions is finalized, OBDM will return to the Board on March 3, 2009 with specific implementation plan for the balance of the shortfall (approximately \$25.5 million). It is anticipated that the remaining shortfall will be funded by the use of an Interfund Transfer from the Municipal Services Agency's Internal Service Fund.

Respectfully submitted,

APPROVAL RECOMMENDED:

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LINDA FOSTER-HALL  
County Budget Officer

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TERRY SCHUTTEN  
County Executive

CONCUR:

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NAVDEEP S. GILL  
Chief Operations Officer

NSG/LFH:

cc: Elected Officials  
Department Heads  
Agency Administrators  
County Executive Cabinet Analysts  
Department Administrative and Fiscal Staff

Attachments:

Attachment I Appropriation Adjustment request (AAR) No 29-017 transferring \$171,735 from Voter Registration and Elections (Budget Unit 410000) to the Coroner (Budget Unit 4610000), Grand Jury (Budget Unit 5660000) and Cooperative Agricultural Extension (Budget Unit 3310000).

Attachment II Report from Director of Finance regarding use of Interfund Transfers to support the General Fund.

- Attachment III      AAR No. 29-018 transferring \$3,000,000 from Contingencies (Budget Unit 5980000) and appropriate additional revenue and expenditure authority from the Interfund Transfer of \$2,158,422 to the Public Defender (Budget Unit 6910000) \$2,442,042 and the Conflict Criminal Defender (Budget Unit 5510000) \$2,716,380 for Indigent Defense.
- Attachment IV      AAR No. 29-019 making reductions of \$2,358,523 in the Department of Health and Human Services (Budget Unit 7200000) and recognizing additional general purpose revenue (\$6,416,844) in Non-Departmental Revenues (Budget Unit 5700000) from the Interfund Transfer to increase expenditure authority for In-Home Supportive Services Provider Payments (Budget Unit 7250000).
- Attachment V      Notice of Exemption as is required for the Beilenson Hearing.
- Attachment VI      Recommendations on providing indigent defense by the Conflict Criminal Defenders and Public Defender.
- Attachment VII      List of positions identified for reduction
- Attachment VIII      Report Back regarding decreasing the size of the County's Light Fleet.
- Attachment IX      Summary of Reduction Impacts from the Mental Health Division regarding the proposed midyear reductions.
- Attachment X      Summary of Reduction Impacts from the Department of Health and Human Services regarding the proposed midyear reductions.
- Attachment XI      Interfund Transfer repayment schedule for the Mental Health Division
- Attachment XII      Interfund Transfer repayment schedule for the Department of Health and Human Services
- Attachment XIII      Interfund Transfer repayment schedule for the Countywide Services Agency for Public Defender.