			Please Ind	icate Type:	
Fiscal Year:	18/19			Appropriation/Est. Rev	enue Increase
			_	(Requires 4/5 Board of Superv	isors Approval)
Department:	Public Works - Parks			Contingency Transfer	
				(Requires 4/5 Board of Superv	
Org Key:	101.70.1305.1000			Interdepartmental Tran	
				Interobject Transfer>\$2 (Requires Board of Supervisor	
				Interobject Transfer<\$2	
				(Requires Admin. and Auditor	
				Intraobject Transfer	,
				(Requires Auditor Approval)	
				Exp. Decrease/	Exp. Increase
LOG	iOS#	Description		Rev. Increase	Rev. Decrease
101.70.1305.1000.61	0.101	Salary and Benefits			10,500
101.70.1300.1000.61	0.101	Salary and Benefits - Regular		7,000	
101.70.1300.1000.61	0.118	Salary and Benefits - Bonus		500	
101.70.1300.1000.61	0.401	Salary and Benefits - Social Security Taxes		500	
101.70.1300.1000.61	0.501	Salary and Benefits - Medical Insurance		900	<u> </u>
101.70.1300.1000.61	0.701	Salary and Benefits - PERS		1,200	
101.70.1300.1000.61	0.112	Salary and Benefits - Longevity Pay		300	
101.70.1300.1000.61	0.402	Salary and Benefits - Medicare Taxes		100	
				× 1.	
					0.
				() 	100
				40.500	40.500
Total				\$ 10,500	\$ 10,500
Comments:	The two parks division	ns carry the salary of one maintenance employee. This adjustment	ent recognizes actu	al expenditures vs. budget ov	er FY18/19.
5 1 W 1					
Submitted:	D	/AAb		Data	_
Vanidiantian of	Department Head,	Authorized Signature		Date	
Verification of	Non	1-0/2		1.100110	
Sufficient Funds:	Auditor-Controller	2007		0/20/19 Date 6/20/19	_
	Additor-controller			Date	
Approval:	A			6/20/19	7
Approvai.	Administrative Off			Date	_
	Administrative on			Dute	
Approval by Boa	rd of Supervisors				
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				Date	-
Attested:					
Clerk of the Board	d:			Vote: Yes	No
	U			**************************************	
AUDITOR USE C	ONLY				
Budget Adjustme	nt No:				
Date Batch Input	Completed:	Ву:			

			Please Inc	licate Type:	
Fiscal Year:	18/19		X	Appropriation/Est. Rev	enue Increase
				(Requires 4/5 Board of Supervi	sors Approval)
Department:	RMA - Land Develop	ment Projects		Contingency Transfer	
Org Key:	101.65.1285.1000			(Requires 4/5 Board of Supervi Interdepartmental Tran	
org noy.	101.00.1200.1000			Interobject Transfer>\$2	
				(Requires Board of Supervisors	
				Interobject Transfer<\$2	
				(Requires Admin. and Auditor	•
				Intraobject Transfer	
				(Requires Auditor Approval)	
				Exp. Decrease/	Exp. Increase
LOG	os#	Description		Rev. Increase	Rev. Decrease
101.65.1285.1000.56	4.600	Charges for Services - Local Agency Developer Charges		550,000	()
101.65.1285.1000.61	9.210	Services and Supplies - Legal			50,000
101.65.1285.1000.61	9.222	Services and Supplies - Other Consultants			200,000
101.65.1285.1000.61	9.242	Services and Supplies - Aspen Env			200,000
101.65.1285.1000.61	9.246	Services and Supplies - Sandman Quarry			10,000
101.65.1285.1000.61	9.250	Services and Supplies - Special Dept - Contracts			90,000
			c. v.		1
eri					
Total				\$ 550,000	\$ 550,000
Comments:	Budget adjustment to	recognize actual revenues and expenditures under the land deve	lopment projects	division of RMA.	
Submitted:					
	Department Head,	Authorized Signature		Date	
Verification of	Ma			1. 1.	
Sufficient Funds:	Xloun?	Time 7		6/20/19	_
	Auditor-Controller	- · X		6/20/19 6/20/19	
	4			6/20/19	
Approval:	111111111111111111111111111111111111111				_
	Administrative Off	ncer		Date	
Approval by Boar	rd of Cupordooro				
Approval by Boa	id of Supervisors			Date	-
Attested:				Date	
Clerk of the Board				Vote:Yes	No
CIEIR OF THE BOATG	·			vote res	NO
AUDITOR USE O	NLY				
Budget Adjustmer	nt No:				
Date Batch Input (Completed:	Ву:			

				Please Inc	dicate Type:		
Fiscal Year: Department: Org Key:	RMA Continger (Requires 4/5 101.70.1295.1000 Interdepai Interobject (Requires Bo Interobject (Requires Ad Interobject (Requires Ad Intraobject Intraobject Intraobject			(Requires 4/5 Board of Super Contingency Transfer (Requires 4/5 Board of Super Interdepartmental Trai Interobject Transfer>\$ (Requires Board of Superviso Interobject Transfer<\$	equires 4/5 Board of Supervisors Approval) terdepartmental Transfer or terobject Transfer>\$25,000 terobject Board of Supervisors Approval) terobject Transfer<\$25,000 tequires Admin. and Auditor Approval) traobject Transfer		
		_			Exp. Decrease/	Exp. Increase	
101.70.1295.1000.0	GOS #	Salaries and Benefits - Regular	Description		Rev. Increase	Rev. Decrease 185,000	
Total					\$ -	\$ 185,000	
Comments:		ljustment for Public Works Q1. Origina	al salary appropriation is ne	eded to finish out	current fiscal year, due to cons	ultants budget	
	adjustment approved	by the board 11/20/2018.					
Submitted: Verification of Sufficient Funds	()	d/Authorized Signature			Date Date	_	
Approval:	Administrative Ó	Pato			6/20/19 Date	7	
Approval by Bo	pard of Supervisors	s			Date	_	
Attested: Clerk of the Boa	rd:				Yes	No	
AUDITOR USE	ONLY						
Budget Adjustm	ent No:						
Date Batch Inpu	t Completed:		By:				



Mark Medina District No. 1 Anthony Botelho District No. 2 Chair Robert Rivas District No. 3 Jerry Muenzer District No. 4 Vice - Chair Jaime De La Cruz District No. 5

Item Number: 4.

MEETING DATE: 10/23/2018

DEPARTMENT: COUNTY ADMINISTRATION OFFICE

DEPT HEAD/DIRECTOR: Ray Espinosa

AGENDA ITEM PREPARER: Melinda Casillas

SBC DEPT FILE NUMBER: 865

SUBJECT:

COUNTY ADMINISTRATION OFFICE - R ESPINOSA

Approve 1st Quarter Vacancy Budget Adjustment.

SBC FILE NUMBER: 865

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

As part of the FY 18/19 Recommended Budget, the CAO continued with the Vacancy Budgeting concept in which lost opportunities by departments are reduced in those departments each quarter.

This report reflects those lost opportunities for the 1st quarter. Departments still have the needed funding to continue to recruit for those vacant positions during the next quarter without detriment to that position.

BUDGETED:

Yes

SBC BUDGET LINE ITEM NUMBER:

101.15.1020.1000.580.002

CURRENT FY COST:

STAFF RECOMMENDATION:

Approve JE attached for the 1st Quarter of FY 18/19 as it relates to the Vacancy Budget accounts.

ADDITIONAL PERSONNEL:

BOARD ACTION RESULTS:

Approved per staff recommendation (5/0 vote).

			Please Indi	cate Type:	
Fiscal Year:	18/19 RMA - Housing and 8	Economic Development		Appropriation/Est. Rev Requires 4/5 Board of Supers Contingency Transfer Requires 4/5 Board of Supers	visors Approval)
Org Key:	101.65.1270.1000		X	Interdepartmental Tran Interobject Transfer>\$. Requires Board of Supervisor Interobject Transfer<\$. Requires Admin. and Auditor Intraobject Transfer Requires Auditor Approval)	nsfer or 25,000 rs Approval) 25,000
	"			Exp. Decrease/	Exp. Increase
101.65.1270.1000.6	GOS#	Services and Supplies - Membership Dues		Rev. Increase	Rev. Decrease
101.65.1270.1000.6		Services and Supplies - Membership Dues Services and Supplies - Other Consultants			6,500
101.65.1270.1000.6		Services and Supplies - Special Dept - Contracts			53,255
101.65.1265.1000.6		Services and Supplies - Other Consultants		60,000	50,200
Total		DE TOTAL DE		\$ 60,000	\$ 60,000
Comments:		nning division contracts were originally budgeted under division tadjustment corrects this mid-year change.	ion 1265. The Housing cont	ract was expensed out of divi	ision 1270 for reporting
Submitted:	Department Heac	d/Authorized Signature		Date	_
Verification of Sufficient Funds:	Auditor-Controller	Malz		6/20/19 Date	_
Approval:	Administrative Of	ficer		6/20/19 Date	_
	ard of Supervisors			Date	
Attested: Clerk of the Board	d:			Vote:Yes	No
AUDITOR USE O	NLY				
Budget Adjustme					
Date Batch Input	Completed:		Ву:		

,			Please In	dicate Type:	
Fiscal Year: Department: Org Key:	18/19 GIS 101.15.1075.1000			Appropriation/Est. Rev (Requires 4/5 Board of Superv Contingency Transfer (Requires 4/5 Board of Superv Interdepartmental Tran Interobject Transfer>\$2 (Requires Board of Supervisor Interobject Transfer<\$2 (Requires Admin. and Auditor Intraobject Transfer (Requires Auditor Approval)	isors Approval) sfer or 25,000 s Approval) 25,000
				Exp. Decrease/	Exp. Increase
	GOS#	Description		Rev. Increase	Rev. Decrease
101.15.1065.1000.6		Salary and Benefits - Regular		10,000	
101.15.1065.1000.6		Services and Supplies - Special Department - Contract Services and Supplies - Computer Hardware	cts	1,000	1,000
101.15.1075.1000.6		Salary and Benefits - Regular		-	10,000
701110110701100010	101101	Dataly and Bonanto Program			10,000
	<u></u>				
1		<u> </u>			
					4
	12			-8 %	*
				-8 8	-
Total				s 11,000	\$ 11,000
Total				\$ 11,000	\$ 11,000
Comments:	Interdepartmental adj	ustment between Information Technology and GIS divisi	ions to recognize actual e	xpenditures for FY18/19.	
Submitted:	2 				_
	Department Head	/Authorized Signature		Date	
Verification of		$\mathcal{U}_{\alpha}(\mathcal{I}_{\alpha})$		1 10	
Sufficient Funds:	Auditor-Controlle			Date /20/19	
	Additor-controlle	-10		Date	
Approval:	1	2		6/20/19	
	Administrative Of	ficer		Date	-
Approval by Boa	ard of Supervisors				_
				Date	
Attested:					
Clerk of the Board	d:			Yes	No
AUDITOR USE O	DNLY				
Budget Adjustme	nt No:				
Date Batch Input	Completed:		Ву:		

			Please Indi	cate Type:	
Fiscal Year: Department: Org Key:	General Fund (Various Departments) 101 X			Appropriation/Est. Rev Requires 4/5 Board of Superv Contingency Transfer Requires 4/5 Board of Superv Interdepartmental Tran Interobject Transfer>\$; Requires Board of Supervisor Interobject Transfer Requires Admin. and Auditor Intraobject Transfer Requires Auditor Approval)	isors Approval) isors Approval) isfer or 25,000 s Approval) 25,000
		5		Exp. Decrease/	Exp. Increase
101.XX.XXXX.XXXX	6 OS #	Other Charges - Cost Plan (Net All Departments)		Rev. Increase	Rev. Decrease 53,865
101.70.1290.1000.58		Interdepartmental Charges - Cost Plan		53,865	33,003
		The supplier of the supplier o			
					-
					-
					J
Total				\$ 53,865	_{\$} 53,865
Comments:	The final Cost Plan re	eport was submitted after the budget was completed for FY18/19	9. This adjustment corr	ects appropriations in all gen	eral fund departments.
Submitted:					
Submitted.	Department Head	/Authorized Signature		Date	_
Verification of				/ /	
Sufficient Funds:	Dlant	Jon V		4/20/19	_
	Auditor-Controlle	r		6/20/19 Date	_
	25	134		6/20119	i
Approval:	Administrative Of	ficer			L
	Administrative Of	ricer		Date	
Approval by Boa	rd of Supervisors				
,	·			Date	_
Attested:					
Clerk of the Board	l:			Vote: Yes	No
AUDITOR USE O	NLY				
Budget Adjustmer	nt No:				
Date Batch Input	Completed:	Ву			

Date	GLAccount	Amount	Description
6/30/2019	1011010001000649101	-14906.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1011510051000649101	15642.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1011510251000649101	-108.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1011510301000649101	2392.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1011510451000649101	-15649.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1011510501000649101	3280.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1011510751000649101	34397.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1011510901000649101	-18.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1011511001000649101	-29790.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1011511101000649101	-304.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1012011151000649101	119571.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1012011201000649101	-24.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1012011251000649101	26402.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1013011551000649101	-25500.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1013011601000649101	14945.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1013011651000649101	-124.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1013511701000649101	-2949.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1014011751000649101	7585.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1014011851000649101	-4751.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1014011951000649101	2131.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1014012001000649101	-9257.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1014512051000649101	122.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1015012151000649101	1280.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1015012201000649101	-288.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1015012251000649101	-1613.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1015512351000649101	-1540.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1016012501000649101	12395.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1016512651000649101	32.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1016512701000649101	-108.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1016512751000649101	-72529.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1017012951000649101	7498.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1017013001000649101	-112.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1017013051000649101	42.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1018013101000649101	-14279.00	BA - Cost Plan Adjustment FY18-19
6/30/2019	1017012901000580001	53865.00	BA - Cost Plan Adjustment FY18-19

			Please In	dicate Type:	
Fiscal Year: Department: Org Key:	Aid to Indigents 101.15.1095.1000			Appropriation/Est. Rev (Requires 4/5 Board of Super Contingency Transfer (Requires 4/5 Board of Super Interdepartmental Trail Interobject Transfer>\$ (Requires Board of Superviso Interobject Transfer (Requires Admin. and Auditor Intraobject Transfer (Requires Auditor Approval)	visors Approval) visors Approval) nsfer or 25,000 rs Approval) 25,000
1.00	100 #			Exp. Decrease/	Exp. Increase
	iOS#	General Fund Balance		Rev. Increase	Rev. Decrease
101 15 1005 1000 63	20.104			40,000	40.000
101.15.1095.1000.63	50.104	Care and Support		_	40,000
		<u> </u>		_	
				_	
					-
				- : :	2
		to a second seco			-
Total				s 40,000	_{\$} 40,000
				17	17
Comments:	-	ents were increased due to the passage of AB1811, effect reflects additional appropriations that will be absorbed be		mates came in lower than exped	cted for year end actuals
Submitted:	Danastas ant Hand	/Aabsized Cia.us			_
Verification of	Department Head	/Authorized Signature		Date	
Sufficient Funds:	X Day	E MAX		11/20/19	
Summient Funds.	Auditor-Controller	X		6/70/19	_
	1	10 1()		/ /	
Approval:	41			6/20/19	
• •	Administrative Off	ficer		Date	_
Approval by Boa	rd of Supervisors			Date	_
Attested:				Date	
Clerk of the Board	d:			Yote: Yes	No
AUDITOR USE O	NLY				
Budget Adjustme	nt No:				
			Devi		
Date Batch Input	completea:		Ву:		

			Please Indi	cate Type:		
Fiscal Year:	FY 18/19				on/Est. Reve	nue Increase
Department:	TREASURER/T	AX COLLECTOR/PA		Contingency	y Transfer	
Org Key:	1155/1160				pard of Supervise nental Trans	
				nterobject 1 Requires Board nterobject 1	Fransfer>\$25 of Supervisors a Fransfer<\$25 n. and Auditor Ap Fransfer	5,000 Approval) 5,000
		Decembration		Exp. De		Exp. Increase
	GOS # 5.1000.619.176	SPECIAL PROJECT SUPPLIES		Rev. In:	000.00	Rev. Decrease
	0.1000.619.222	OTHER CONSULTANTS		Φ 5,	000.00	\$ 5,000.00
				2		,
101.30.115	5.1000.610.101	REGULAR SALARIES		2011		\$ 50,000.00
101.30.116	0.1000.610.101	REGULAR SALARIES		\$ 50,	00.00	
404.00.445	F 4000 C40 470	CDECIAL DDO IECT CUDDI IEC			000.00	
	5.1000.619.176 5.1000.619.222	OTHER CONSULTANTS		1,	000.00	1,000.00
Total				\$ 56,	000.00	\$ 56,000.00
Comments:		NDING FROM THE TREASURER TO THE TAX C IGNMENT BETWEEN OFFICES.	COLLECTOR & PUBL	IC ADMINIS	TRATOR BU	IDGET.
Submitted:						
Verification of Sufficient Funds		ad/Authorized Signature		Date Date	0/19	
Approval:	Administrative (Officer		Date	20/19	
	oard of Superviso	rs		Date		
Attested: Clerk of the Boa	ard <u>:</u>			Vote: _	Yes	No
AUDITOR USE	ONLY					
Budget Adjustm	nent No:					
Date Batch Inpu	ut Completed:		By:			

				Please Indi	cate Type:	
Fiscal Year: Department: Org Key:	18/19 Internal Services 101.15.1080.1000			x x	Appropriation/Est. Rev (Requires 4/5 Board of Supen Contingency Transfer (Requires 4/5 Board of Supen Interdepartmental Trai Interobject Transfer>\$ (Requires Board of Superviso Interobject Transfer<\$ (Requires Admin. and Auditor Intraobject Transfer (Requires Auditor Approval)	visors Approval) visors Approval) nsfer or 25,000 rs Approval) 25,000
100	*OE #				Exp. Decrease/	Exp. Increase
101.15.1080.1000.61	OS#	Salaries and Benefits - Regular	escription		Rev. Increase	Rev. Decrease
101.15.1080.1000.61		Services and Supplies - Legal			80,000	20.000
101.10.1000.1000.01	9.210	Gervices and Supplies - Legal				80,000
						
-						
						-
					1	(c)
Total					\$ 80,000	\$ 80,000
						-
Comments:		Y18/19 of Management level HR staff consultants (services and supplies) over			outside consultants. The budg	get adjustment
Submitted:	Department Head	/Authorized Signature			5 16 20k	9
Verification of	10				, 1	
Sufficient Funds:	Xecun-	Jea XI			11/20/19	
	Auditor-Controller				4/20/19 Date 6/70/10	
	1	11			1 1 1	4
Approval:	A.	Kass			6/70/10	1
	Administrative Off	ficer			Date	_
Approval by Boar	rd of Supervisors					
					Date	
Attested:						
Clerk of the Board	l:				Vote: Yes	No
AUDITOR USE OF	NLY					
Budget Adjustmen	nt No:					
Date Batch Input C	Completed:		By:			

		Please Indicate Type:					
Fiscal Year: Department: Org Key: Appropriation In	2018-19 Sheriff - Coroner 101.40.1200		Appropriation/Est. Revenue Increase (Requires 4/5 Board of Supervisors Approval) Contingency Transfer (Requires 4/5 Board of Supervisors Approval) Interdepartmental Transfer or Interobject Transfer>\$25,000 (Requires Board of Supervisors Approval) Interobject Transfer<\$25,000 (Requires Admin. and Auditor Approval)				
	. String	Description			Revenues	Ev	penditures
	. String	Description		- s <u>-</u>	Revenues	EX	penanures
				_			
		N°		-		-	
		s 					
Total				\$	0	\$	_
Townson of Ful				27		K Revision of	
Transfers of Exi	sting Appropriation	ns:					
	String	Description			From		То
101.40.1180.100		Regular Salaries		_ \$	25,000	\$	
101.40.1200.100		Prof Services / Physicians Medical / Dental / Lab		_			18,000.00
101.40.1200.100		Care & Support				-	5,000.00 2,000.00
				_			2,000.00
Total				\$	25,000	\$_\$	25,000
Comments:	Interdenartmenta	l Transfer due to autopsy / toxicology /	lah costs high	ner than 1	hudaeted		
oon mono.	moracparanema	Transier ade to datopsy / toxicology /	lab costs riigi	ici tilairi	oddyeled		
	<u> 44 1 </u>						
Culturalities of	×	*				51.30	17010
Submitted:	Department Head	d/Authorized Signature				Date	7/2019
Verification of	W U	an idionized digitatale				Date /	1.0
Sufficient Funds:		orx)				4/20	119
	Auditor-Controlle					Date'	
Approval:	9	Par				6/2	0/19
	Administrative Of	ficer				Date	1
Approval by Bo	ard of Supervisors						
Attortod:						Date	
Attested: Clerk of the Boar	.q.			Vo	te: Yes	N	^
				_ •			
AUDITOR USE	DNLY						12
Budget Adjustme	ent No:						
Date Batch Input	Completed:						
		Market and the second of the s		SERVICE PROPERTY.			