

# COUNTY MANAGER'S OFFICE

## Fiscal Year 2019-21 September Revisions

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SEPTEMBER 24, 2019

PRESENTED BY:

**Michael P. Callagy**  
County Manager



# COUNTY OF SAN MATEO

## FY 2019-21 SEPTEMBER REVISIONS

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### RECOMMENDED BY:

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County Manager

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Deputy County Manager

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Deputy County Manager

### PREPARED BY:

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Principal Management Analyst

**MICHAEL LEACH**  
Management Analyst

**LINDSEY FREELAND**  
Management Analyst

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### ACCOUNTING STAFF:

**MICHAEL BOLANDER**  
Financial Services Manager

**GENEVIEVE GONZALEZ**  
Senior Accountant

**JOY LIMIN**  
Senior Accountant

**JESSICA PUN**  
Accountant

### SPECIAL THANKS TO:

**CONTROLLER'S OFFICE**

**FISCAL OFFICERS COMMITTEE**

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**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
County Manager's Office

**Date:** September 8, 2019  
**Board Meeting Date:** September 24, 2019  
**Special Notice/Hearing:** Yes  
**Vote Required:** Majority

**TO:** Honorable Board of Supervisors  
**FROM:** Michael P. Callagy, County Manager  
**SUBJECT:** Final Budget Changes to the Fiscal Year 2019-20 Approved  
Recommended Budget

**RECOMMENDATION:**

Approve the following actions related to final budget revisions to the Fiscal Year 2019-20 Approved Recommended Budget:

Adopt Resolutions:

- a. Adopting the revised County of San Mateo budget as to the expenditures for Fiscal Year 2019-20 and making appropriations therefore;
- b. Adopting the revised County of San Mateo budget as to the means of financing for Fiscal Year 2019-20;
- c. Establishing the appropriation limit for the County of San Mateo for Fiscal Year 2019-20; and
- d. Amending the Fiscal Year 2019-20 Master Salary Resolution 076798 for changes related to the Fiscal Year 2019-20 budget.

**BACKGROUND:**

The County Budget Act (Government Code §§ 29000-29144, 30200, and 53065) requires that the Board of Supervisors adopt the County budget by October 2, 2019.

On June 19, 2019, as part of the two-year budget process, the Board of Supervisors approved the FY 2019-20 Recommended Budget and received the FY 2020-21 Preliminary Recommended Budget. The purpose of this budget transmittal is to adopt the FY 2019-20 Budget, which has been amended to include FY 2018-19 year-end Fund Balance adjustments; the addition of new positions; the re-appropriation of capital improvement projects, IT projects, and Measure K initiatives; and other adjustments deemed necessary to ensure the effective delivery of services that contribute to achieving County goals.

**DISCUSSION:**

The Recommended Budget that the Board approved on June 19, 2019 was \$3.2 billion with 5,764 authorized positions, including Information Only and Non-General Fund entities. With the completion of the County's year-end financial closing activities and the availability of updated information, increases of \$296 million or 9.3 percent are proposed in connection with the approval of the FY 2019-20 Adopted Budget. This also includes a net increase of 86 authorized positions. With these changes, the FY 2019-20 Budget now presented to the Board for adoption totals \$3.5 billion with 5,850 authorized positions. The budget for the General Fund is \$2.2 billion with 4,469 authorized positions.

The following table summarizes Requirements for the September Revisions by County Agency:

County Agencies	2019-20 June Recommended	2019-20 All September Revisions	2019-20 Adopted	2019-20 Authorized Positions
<b>General Fund</b>				
Administration/Fiscal	571,506,348	99,517,188	671,023,536	590
Community Services	178,442,683	54,016,947	232,459,630	472
Criminal Justice	468,800,882	5,785,458	474,586,340	1,402
Health	489,065,305	5,348,732	494,414,037	1,162
Social Services	279,386,558	7,923,739	287,310,297	843
<b>Total General Fund</b>	<b>1,987,201,775</b>	<b>172,592,064</b>	<b>2,159,793,839</b>	<b>4,469</b>
<b>Non-General Fund</b>				
Administration/Fiscal	72,774,348	18,220	72,792,568	-
Community Services	512,355,317	67,209,724	579,565,041	129
Criminal Justice	-	-	-	-
Health	417,198,977	45,123,971	462,322,948	1,049
Social Services	-	-	-	-
<b>Total Non-General Fund</b>	<b>1,002,328,642</b>	<b>112,351,915</b>	<b>1,114,680,557</b>	<b>1,178</b>
<b>Total All Agencies</b>	<b>2,989,530,417</b>	<b>284,943,979</b>	<b>3,274,474,396</b>	<b>5,647</b>
<b>Information Only</b>				
County Library Fund	54,480,391	7,066,307	61,546,698	123
First 5 Fund	13,557,956	4,020,934	17,578,890	8
Housing Authority Fund	107,142,009	-	107,142,009	47
LAFCo	465,109	48,509	513,618	2
Retirement Trust Fund	8,999,821	(20,963)	8,978,858	23
<b>Total</b>	<b>184,645,286</b>	<b>11,114,787</b>	<b>195,760,073</b>	<b>203</b>
<b>Total County and Non-County</b>	<b>3,174,175,703</b>	<b>296,058,766</b>	<b>3,470,234,469</b>	<b>5,850</b>

### **Final Fund Balance Adjustments**

Final Fund Balance adjustments included herein comply with the County's Fund Balance Policy and Reserves Policy guidelines. Following FY 2018-19 year-end closing activities, additional Fund Balances of \$155.8 million for all County funds (\$107.6 million in the General Fund and \$48.2 million in all other funds) are included in the budget. These adjustments are summarized in Attachment B.

### **Position Changes**

One of the most significant changes included in September Revisions is the increase in the number of authorized positions. Over the last several years, the County added numerous term positions intended to staff short-term or pilot initiatives. Following approval of the Recommended Budget, the County Manager conducted a thorough review of all department needs, including term positions, and has determined that an addition of permanent positions is needed to address strategic goals and increased demand by residents for County services.

Final budget changes result in the addition of 119 and the removal of 33 authorized positions, for a net increase of 86 authorized positions. Of the 86 positions added, 64 positions represent conversions of limited term or extra help positions to regular positions, and are offset by the removal of 68 term or extra help positions. Another 26 positions are newly-added.

The newly-added positions are described below. A full list of all position changes, including new positions, conversions, and add/deletes, is provided in Attachment A.

- **Controller's Office** adds one Management Analyst to cover duties for the Countywide Oversight Board of the former redevelopment agencies; the position is funded 75 percent by the Oversight Board and 25 percent by Net County Cost.
- **County Manager's Office** adds three Management Analysts to support additional projects conducted out of the CMO, and one Community Program Analyst II to the Office of Community Affairs.
- **District Attorney** adds one Deputy DA IV to address consumer fraud. This position is fully funded by the Consumer Fraud Trust, which is funded from civil penalties when a judgment is rendered.
- **Human Services Agency (HSA)** adds one Senior Management Analyst to facilitate expansion of the catering work experience and food handling certification program. This position is fully funded within HSA's existing budget.
- **Parks Department** adds one Park Ranger II and one Park Ranger III to address increasing workload in Operations and Maintenance.
- **Planning and Building** adds one Deputy Director (Assistant Director) to provide support to the Director and increase capacity for the department, one Senior

Planner to focus on long-range transportation projects, and one Code Compliance Officer III to increase support to the Code Compliance team.

- **Probation** adds 11 new positions to allow the Superior Court of the County to contract with the Probation Department to enhance its existing Pretrial Services program. These positions are fully funded by a grant.
- **Public Works** adds two Capital Project Managers to address the high volume of complex and time-sensitive capital improvement projects.
- **Real Property Services** adds one Fiscal Office Specialist to address increasing workload in the unit.

### **Measure K Allocations**

The FY 2019-20 Adopted Budget recommended for approval includes \$181,027,950 in Measure K allocations, which includes the County Library at \$2,209,240. This is an increase of \$52,927,292 over the Approved Recommended Budget. The majority of this increase is due to rollover of Housing dollars (28.2 million), with the remaining increase largely attributable to rollover in Capital Projects. The summary of Measure K allocations is in Attachment C.

### **Final Budget Changes (September Revisions)**

Final budget changes for all County funds result in a net increase to the County Budget of \$285 million. The net increase to the General Fund is \$172.6 million. Attachment D contains all September Revisions.

### **Key September Revisions**

#### **San Mateo Medical Center (SMMC) – Brius Management Contract**

SMMC is changing how the patient revenue and the contract expenses generated by Burlingame Skilled Nursing (formerly Burlingame Long Term Care) operations managed by Brius, LLC, are reflected in the budget. The Medical Center has a management agreement with Brius for the use of the Medical Center license so that Burlingame Skilled Nursing can operate as a Distinct Part Skilled Nursing Facility and receive associated reimbursement. Brius owns the building and all of the assets associated with Burlingame Skilled Nursing except the license. Currently, the revenue and expenses of \$40 million is recognized on the balance sheet and not reflected within the operating budget of SMMC. SMMC recently underwent a state audit and appeal of the rates in which the relationship with Brius was questioned, in part, due to how this transaction was recorded. In September Revisions, SMMC has a decision package to move this transaction to the operating budget, reinforcing the relationship between the County and Brius LLC as a management services contract, rather than as a related party. There is no change to the County Contribution or impact to the Medical Center's operating budget as a result of this change. Any shortfalls in revenue for Burlingame Skilled Nursing will continue to result in a lower management fee payment to Brius under the current agreement.

### **Health Coverage Unit – Children’s Health Insurance Program (CHIP)**

The San Mateo County Healthy Kids insurance product will be ending on September 30, 2019, as the majority of the Healthy Kids members will be transitioning to the California Children’s Health Insurance Program (C-CHIP) Medi-Cal coverage. As such, CHIP revenue and premium costs paid to the Health Plan of San Mateo are reduced by \$2,795,186. A small number of Healthy Kids members who are not eligible to transition to the C-CHIP Medi-Cal Coverage program will have their health insurance premiums paid for one year by the Healthy Kids Trust Fund, which was created by funders when the program was launched.

### **In-Home Supportive Services (IHSS) – Maintenance of Effort (MOE)**

The IHSS Public Authority is obligated to provide a local IHSS Maintenance of Effort (IHSS MOE) for IHSS services. Last year, the amount was about \$16 million and was scheduled to increase by seven percent annually. However, with the Governor's new budget, the IHSS MOE will be lower than previously projected and will only increase four percent annually thereafter. This favorable change is expected to reduce San Mateo's IHSS costs by \$2 million in FY 2019-20 and an additional \$3.7 million in FY 2020-21. The reduction to the IHSS MOE will reduce 1991 Realignment funds that would otherwise be designated to fund the IHSS MOE.

### **Behavioral Health & Recovery Services (BHRS) – Joint Commission**

SMMC received a Joint Commission/CMS finding in 2018 which identified ligature (risk of patient hanging) hazards in 3 A/B. Like most hospitals that provide psychiatric services, SMMC must make substantial physical plant improvements to address this finding. Construction is set to begin in the coming months to minimize these risks and as a result the number of available beds in the SMMC locked psychiatry unit will be reduced from 32 to 17. BHRS will have to place clients in other facilities at a higher cost, which for 17 clients will range from \$795,000 to \$1.6 million annually. Fund balance savings exempted from the 50/50 split are used to assist with this increased expense.

### **Probation – Pretrial Pilot Program Grant**

In summer 2019, San Mateo County was one of the grant recipients of a pretrial pilot program from the Judicial Council of California. The grant, in the amount of \$3,918,670, allows the Superior Court of the County to contract with the Probation Department to implement an enhancement to its existing Pretrial Services program. The new program will utilize a validated risk assessment tool to fairly and efficiently determine release based on the individual’s risk to public safety and risk of failing to appear at future court hearings. This enhancement will also change the mechanism in which Deputy Probation Officers monitor defendants based on their risk levels.

### **Elections – Security, Voter Outreach, and Extra Help Staffing**

The Elections Division serves the County by conducting fair, accurate, and transparent elections. In support of this mission, the division has been appropriated additional funding across the realms of election security, extra help staffing, and voter outreach. To



secure elections facilities, \$300,000 has been appropriated to place fencing around the Tower Road Elections facility. \$250,000 has been appropriated to procure a consultant to conduct a cyber security assessment for upcoming elections. The division has also been appropriated \$387,001 for additional extra help staffing to help efficiently manage elections during the immediate weeks before and after voting and an additional \$200,000 to bolster voter outreach efforts.

**Project Development Unit – Coroner’s Facility**

In support of the County Coroner, \$10,000,000 and \$15,000,000 have been appropriated in Fiscal Years 2019-20 and 2020-21, respectively, to plan and build a new morgue and Coroner’s office. The facility will be located on the San Mateo Medical Center campus and will be added to the new campus project, increasing the total allocation for the project. The proposed facility consolidates the morgue and the Coroner’s offices.

**Parks – Measure K Capital Projects Rollovers**

Parks rolls over and appropriates \$10,461,955 in unspent Measure K funds from FY 2018-19 in multiple budget units. Adjustments include: Pescadero Old Haul Road repairs; Ravenswood Bay Trail Connection, Wavecrest Trail; and Pedro Point Headlands; Flood Park baseball field renovation; Huddart Park Richards Road repairs; Memorial Park Homestead Youth Camp septic repairs; Ralston Trail repaving; Wunderlich Park stable hay barn plans and construction; Memorial Park sewer road paving; Pescadero Old Haul Road repairs; Alambique Trail repairs; ranger residence improvements; Sam McDonald visitor center renovation and interpretative center; parkwide asphalt paving; Old Guadalupe Trail renovations; and Flood Park improvements.

**Department of Public Works – Stormwater Management**

Funds from Non-Departmental Services totaling \$1,820,440 are budgeted in Road Construction and Operations to cover activities and improvements to comply with the Municipal Regional Stormwater Permit.

**Department of Housing – Second Unit One Stop Shop**

DOH is launching a three-year pilot Second Unit One Stop Shop, administered through nonprofit Hello Housing, to offer project management and technical assistance to eligible homeowners to help them construct second units. Through the One Stop Shop, Hello Housing will also work with four jurisdictions—Redwood City, East Palo Alto, Pacifica, and unincorporated San Mateo County—to streamline the permitting process for second units. This work complements the work being done by Hello Housing to administer the County’s Second Unit Amnesty Loan program in Planning and Building. Lessons from the pilot will be shared through the Home for All Learning Network.

**County Fire – New Six-Year CAL FIRE Contract**

Prior to this Board approving a new six-year CAL FIRE contract on June 4, 2019, FY 2019-20 contained a budget amount from the prior year. This action updates the budget for FY 2019-20 for Fire Protection Services and County Service Area #1. The contract

includes a new Wildlife Urban Interface (WUI) Program. Costs for the new WUI program are also included in this budget. FY 2019-20 new appropriations total \$1,766,107.

### **Employee Recognition Funds – Countywide**

To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will be used to cover event costs (e.g., catering/supplies) associated with honoring staff for going above and beyond in performing excellent work that contributes to successful outcomes benefitting the County and the community. Events covered by the fund may include: annual recognition events; employee(s) of the year; peer recognition; recognition at staff meetings; awards ceremonies; and service recognition. Appropriations total \$202,110 Countywide, and are paid for by the General Fund.

### **Capital Construction Projects**

Changes to the FY 2019-20 Approved Recommended Budget include a proposed increase of \$2,034,564 in re-appropriations and new funding for capital and maintenance projects.

Attachment E contains a summary of updated appropriations for Capital Projects in the FY 2019-20 Adopted Budget. Attachment E does not include infrastructure projects (i.e., roads, sewers, drainage, lighting, flood control, and County Airports). Those projects are included in the Department of Public Works budget.

### **Department of Public Works Projects**

Adjustments are made to true-up rollover balances for ongoing projects from FY 2018-19, and adjust appropriations based on updated cost estimates for projects already included in the FY 2019-21 Approved Recommended Budget. In addition, appropriations are made for new projects, including South San Francisco Foster Youth Housing Renovations, COB 1 Paint Exterior, Serenity House French Drain System, and the Master Plan Design for the Maple Street Homeless Shelter Project.

### **Project Development Unit**

Rollover and project budget adjustments are made for ongoing projects from FY 2018-19, and appropriations are added for one new project, the Coroner's Facility.

### **Parks Projects**

Adjustments are made to true-up rollover balances and adjust budgets based on updated cost estimates for ongoing projects including Coyote Point Park Water Distribution System, Flood Park Improvements and Renovations, Memorial Park Water Line Replacement Project and Wastewater Treatment Plant and Collection System, and Sanchez Adobe Restoration.

### **Countywide Technology Projects**

Minor adjustments are made to rollover balances or adjust project budgets.

County Counsel has reviewed and approved the resolutions as to form.

**COUNTY HEALTH STRUCTURAL DEFICIT:**

County Health continues to have a \$52 million structural gap for FY 2020-21. They are working on a plan with thought and care about the long-term outlook and needs of the clients and community we serve and the tremendous assets we have in our workforce and network of partners. The challenge to fully close a \$52 million gap expected for FY 2020-21 will require County Health to propose more difficult tradeoffs for the Board of Supervisors to consider in January of 2020.

**SHARED VISION 2025:**

The approval of these final budget changes contributes to the Shared Vision outcome of a Collaborative Community by ensuring that the County budget is adopted in accordance with the law, and that resources are appropriated in all programs to ensure the effective delivery of services that contribute to achieving County goals, the improvement and maintenance of long-term capital assets and payment of debt, and compliance with the County's Fund Balance and Reserves Policies.

**FISCAL IMPACT:**

The impact of all September changes on Total Requirements for all funds, both County and Non-County, is an increase of \$296 million in FY 2019-20. Fund Balance has increased by \$155.8 million for all County funds (\$107.6 million in the General Fund and \$48.2 million in all other funds). General Fund Reserves now total \$321.7 million, which represents 17.5 percent of Net Appropriations.

**ATTACHMENTS**

- Attachment A – Position Changes Summary
- Attachment B – Final Fund Balance Adjustments
- Attachment C – Measure K Allocations Summary
- Attachment D – September Revisions
- Attachment E – Capital Projects Summary

cc: Peggy Jensen, Deputy County Manager  
Iliana Rodriguez, Deputy County Manager

**RESOLUTION NO. \_\_\_\_\_**

**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA**

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**RESOLUTION ADOPTING THE BUDGET OF THE COUNTY OF SAN MATEO AS TO  
EXPENDITURES FOR THE FISCAL YEAR 2019-20 AND MAKING  
APPROPRIATIONS THEREFORE**

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**RESOLVED**, by the Board of Supervisors of the County of San Mateo, State of California, that

**WHEREAS**, this Board has, pursuant to law, held its hearing on the budget of the County of San Mateo as to expenditures for the fiscal year 2019-20, and there being no additional requests or applications on file with the Board for further hearing on the said budget; and

**WHEREAS**, Government Code Section 29088 requires the Board to adopt the budget by resolution no later than October 2.

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED AS FOLLOWS:**

1. The Board of Supervisors of the County of San Mateo does hereby adopt the budget of the County of San Mateo for the fiscal year 2019-20 as to the expenditures program as now determined and hereinafter specified under the general classes of salaries and employee benefits, services and supplies, other charges, fixed assets, other financing uses and expenditures transfers and reimbursements.
2. The hereinafter specified proposed expenditures are appropriated to the several offices, departments, services, institutions, and districts for the fiscal year 2019-20;
3. Revenues classified as tax proceeds received during the fiscal year in excess of

that amount budgeted in conformance with California Constitution Article XIII B shall be deemed appropriated to Contingencies at the end of the fiscal year;

4. The Clerk of the Board shall forward certified copies of this Resolution to the County Controller, who is hereby authorized and directed to open books of the account for the fiscal year 2019-20, setting forth each of said appropriation accounts with the various departments and districts whose affairs and funds are under supervision and control of the Board, and to allow requisition against the same commencing July 1, 2019; and
5. The hereinafter specified expenditures, by general classes as set forth therein, are detailed in the Recommended Budget which was approved on June 19, 2019 and the Budget adopted herein.

\* \* \* \* \*

RESOLUTION NO. \_\_\_\_\_

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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**RESOLUTION ADOPTING THE BUDGET OF THE COUNTY OF SAN MATEO AS TO  
THE MEANS OF FINANCING FOR THE FISCAL YEAR 2019-20**

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**RESOLVED**, by the Board of Supervisors of the County of San Mateo, State of California, that

**WHEREAS**, that pursuant to the law in such cases made and provided, the Board of Supervisors of the County of San Mateo, State of California, does hereby adopt the summarization of the Budget by funds and the means of financing and the estimated revenue accruals including taxes to be collected on the current year secured tax roll for the fiscal year 2019-20 as set forth in the Recommended Budget approved on June 19, 2019 and the Budget adopted on September 24, 2019 and summarized herein; and

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED**, that the County Controller shall set forth and tabulate on the budget forms prescribed by the State Controller, State Schedules 1 through 15. Upon finalization by the County Controller, these schedules will be included in the Adopted Budget book for Fiscal Year 2019-20.

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**RESOLUTION NO. \_\_\_\_\_**

**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA**

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**RESOLUTION ESTABLISHING APPROPRIATION LIMIT  
FOR THE COUNTY OF SAN MATEO FOR FISCAL YEAR 2019-20**

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**RESOLVED**, by the Board of Supervisors of the County of San Mateo, State of California, that

**WHEREAS**, on November 6, 1979, California voters passed Proposition 4, an initiative to restrict government spending by establishing limits on the annual appropriations of local agencies; and

**WHEREAS**, Proposition 4 added Article XIII B to the California State constitution, and the Legislature thereafter enacted Division 9 to Title I of the Government Code, which prescribes procedures to be used in implementing Article XIII B; and

**WHEREAS**, Article XIII B of the California Constitution was later amended by Proposition 111; and

**WHEREAS**, Government Code Section 7910 requires each local jurisdiction to annually establish by resolution its appropriation limit for the following fiscal year; and

**WHEREAS**, pursuant to section 8 of Article XIII B of the California Constitution and Government Code section 7902, a local jurisdiction's appropriations limit for a given fiscal year is determined by multiplying the jurisdiction's base year value, based on the appropriations limit for the prior year, by two key factors: the change in the cost of living and the change in population for the jurisdiction as measured from the preceding year; and

**WHEREAS**, each year a local jurisdiction may select the higher of two methods for

determining the change of cost of living factor for purposes of calculating the jurisdiction's appropriations limit: (A) the percentage change in California per capita personal income from the preceding year, as provided by the State Department of Finance ("Per Capita Personal Income Factor"); or (B) the percentage change in the local assessment roll from the preceding year for the jurisdiction due to the addition of local nonresidential new construction ("Local Assessment Roll Factor"); and

**WHEREAS**, the County of San Mateo as a local region has experienced historic economic growth in recent years, as reflected in part by record high secured roll values; and

**WHEREAS**, although the County of San Mateo has historically employed the Per Capita Personal Income Factor as a matter of custom to calculate its appropriations limit, a review of local assessment data in recent years shows that the Local Assessment Roll Factor indicates a larger increase in the cost of living than the Per Capita Personal Income Factor in all but one year since and including Fiscal Year 2011-2012; and

**WHEREAS**, the Board finds that, to better capture the increase in the cost of living experienced in the County of San Mateo as a region, it is appropriate to employ the higher of the Local Assessment Roll Factor or the Per Capita Income Factor for purposes of calculating the County's appropriations limit; and

**WHEREAS**, as a result of the review of recent local assessment data, this Board determines that the higher of the Local Assessment Roll Factor or Per Capita Personal Income Factor shall be employed for each fiscal year from 2011-2012 through 2018-2019 for purposes of determining the base year value used to calculate the appropriations limit for Fiscal Year 2019-2020; and



**WHEREAS**, the Board elects to employ the Local Assessment Roll Approach in calculating the appropriations limit for the 2019-20 fiscal year.

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED**, by the Board of Supervisors that, utilizing the Increase in Local Assessment Roll Factor, the Appropriation Limit for the County of San Mateo and certain Board governed special districts for the 2019-20 fiscal year shall be \$1,123,469,093.

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**RESOLUTION NO.**

**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA**

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**RESOLUTION AUTHORIZING AN AMENDMENT TO MASTER SALARY  
RESOLUTION 076798 TO ADD A NET OF EIGHTY-SIX (86) POSITIONS.**

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**RESOLVED**, by the Board of Supervisors of the County of San Mateo, State of California, that

**WHEREAS**, section 206a(4) of the San Mateo County Charter authorizes the Board of Supervisors to establish the number of all appointed officers and employees; and

**WHEREAS**, sections 206a(5) and 508 of the San Mateo County Charter authorize the Board of Supervisors to establish by ordinance or resolution the compensation and benefits of County officers and employees; and

**WHEREAS**, San Mateo County Ordinance No. 07303 ordered that henceforth the number of County appointed officers and employees and their compensation and benefits shall be established by resolution of the Board of Supervisors; and

**NOW THEREFORE, IT IS HEREBY ORDERED** that the Board of Supervisors authorizes an amendment to Master Salary Resolution 076798 as follows:

**SECTION 1:** Part 14 of the Resolution is amended as indicated:

ORGANIZATION 12000 COUNTY MANAGER

1. Item D182S, Management Analyst Series is increased by 3 positions for a new total of 10 positions.

2. Item G112S, Community Worker Series is increased by 3 positions for a new total of 3 positions.
3. Item G245S, Community Program Analyst Series increased by 1 position for a new total 2 positions.
4. Item E337, Office Specialist is increased by 1 position for a new total of 1 position.

#### ORGANIZATION 12200 REAL PROPERTY SERVICES

1. Item E350, Fiscal Office Specialist is increased by 1 position for a new total of 1 position.

#### ORGANIZATION 12400 PUBLIC SAFETY

1. Item V231, Senior Information Technology Technician is increased by 1 position for a new total of 2 positions.

#### ORGANIZATION 13000 ASSESSOR-CLERK-RECORDER

1. Item E166S, Elections Specialist Series is decreased by 2 positions for a new total of 1 position.
2. Item E334S, Office Assistant Series is decreased by 1 position for a new total of 0 positions.
3. Item E452, Election Technician is decreased by 1 position for a new total of 0 positions.
4. Item U068, Senior Appraiser is decreased by 2 positions for a new total of 25 positions.

5. Item E168, Elections Specialist III is increased by 3 positions for a new total of 12 positions.
6. Item V233, Departmental Systems Analyst is increased by 4 positions for a new total of 9 positions.
7. Item D005, Chief Appraiser is increased by 2 positions for a new total of 3 positions.
8. Item V306, IS Project Manager II is increased by 2 positions for a new total of 2 positions.
9. Item U045, Principal Appraiser – E is increased by 2 positions for a new total of 10 positions.
10. Item E031, Administrative Assistant I – Confidential is increased by 1 position for a new total of 1 position.
11. Item V054S, GIS Technician Series is increased by 1 position for a new total of 3 positions.

#### ORGANIZATION 14000 CONTROLLER

1. Item V233, Departmental Systems Analyst is increased by 1 position for a new total of 1 position.
2. Item E350, Fiscal Office Specialist is increased by 2 positions for a new total of 4 positions.
3. Item V260S, IS Support Series is increased by 1 position for a new total of 1 position.

4. Item D182S, Management Analyst is increased by 1 position for a new total of 2 positions.

#### ORGANIZATION 16000 COUNTY COUNSEL

1. Item D090, Human Services Manager I is decreased by 1 position for a new total of 0 positions.

#### ORGANIZATION 17000 HUMAN RESOURCES

1. Item E013, Human Resources Technician – Confidential is increased by 1 position for a new total of 12 positions.
2. Item D182S, Management Analyst Series is increased by 1 position for a new total of 16 positions.

#### ORGANIZATION 18000 INFORMATION SERVICES

1. Item G247S, Contract Administrator Series is increased by 1 position for a new total of 3 positions.
2. Item V305, IS Project Manager I is increased by 2 positions for a new total of 2 positions.
3. Item D105, Communications Officer is increased by 1 position for a new total of 1 position.
4. Item D119, IS Manager I is increased by 1 position for a new total of 1 position.
5. Item V260S, IS Support Series is increased by 2 positions for a new total of 79 positions.

### ORGANIZATION 20000 RETIREMENT

1. Item D076, Assistant Executive Officer is decreased by 1 position for a new total of 1 position.

### ORGANIZATION 2510B DISTRICT ATTORNEY

1. Item B024S, Deputy District Attorney – Unclassified Series is increased by 3 positions for a new total of 55 positions.

### ORGANIZATION 3200B PROBATION

1. Item E375, Legal Office Specialist is increased by 6 positions for a new total of 61 positions.
2. Item E376, Legal Office Services Supervisor is increased by 1 position for a new total of 8 positions.
3. Item C001S, Deputy Probation Officer Series is increased by 2 positions for a new total of 143 positions.
4. Item D163, Probation Services Manager I is increased by 1 position for a new total of 20 positions.
5. Item V260S, IS Support Series is increased by 1 position for a new total of 2 positions.

### ORGANIZATION 3300B CORONER

1. Item H131, Deputy Coroner is increased by 1 position for a new total of 7 positions.

### ORGANIZATION 37000 LIBRARY

1. Item E346S, Fiscal Office Assistant Series is decreased by 1 position for a new total of 0 positions.
2. Item V230, Information Technology Technician is decreased by 1 position for a new total of 0 positions.
3. Item E030S, Accountant Series is increased by 1 position for a new total of 2 positions.
4. Item V235, Information Technology Analyst is increased by 1 position for a new total of 1 position.

### ORGANIZATION 38000 PLANNING AND BUILDING

1. Item J055, Building Plan Specialist is decreased by 1 position for a new total of 1 position.
2. Item E029, Administrative Assistant I is increased by 1 position for a new total of 1 position.
3. Item D028, Deputy Director of Community Development is increased by 1 position for a new total of 2 positions.
4. Item R020, Senior Planner - Exempt is increased by 1 position for a new total of 5 positions.
5. Item R004S, Code Compliance Officer Series is increased by 2 positions for a new total of 5 positions.

6. Item V054S, GIS Technician Series is increased by 1 position for a new total of 1 position.
7. Item E337, Office Specialist is increased by 1 position for a new total of 4 positions.
8. Item R065S, Planner Series is increased by 1 position for a new total of 14 positions.
9. Item N045S, Engineer Series is increased by 1 position for a new total of 3 positions.
10. Item E002, Administrative Secretary II is increased by 1 position for a new total of 1 position.

#### ORGANIZATION 39000 PARKS

1. Item L040S, Park Ranger Series is increased by 1 position for a new total of 31 positions.
2. Item L039, Park Ranger III is increased by 1 position for a new total of 17 positions.

#### ORGANIZATION 40000 OFFICE OF SUSTAINABILITY

1. Item E409, Surplus Property Officer is decreased by 1 position for a new total of 0 positions.
2. Item J083S, Resource Conservation/Sustainability Specialist Series is increased by 6 positions for a new total of 14 positions.



#### ORGANIZATION 4730B FACILITIES SERVICES

1. Item N108, Capital Project Manager is increased by 2 positions for a new total of 5 positions.

#### ORGANIZATION 4850B AIRPORTS

1. Item E056, Communications Specialist is increased by 1 position for a new total of 1 position.

#### ORGANIZATION 5510B HEALTH COVERAGE UNIT

1. Item E483S, Health Benefits Analyst Series is decreased by 1 position for a new total of 17 positions.

#### ORGANIZATION 55500 PUBLIC HEALTH POLICY AND PLANNING

1. Item B013S, Case Management/Assessment Specialist – Unclassified Series is increased by 13 positions for a new total of 13 positions.
2. Item B050, Communicable Disease Investigator - Unclassified is increased by 1 position for a new total of 2 positions.

#### ORGANIZATION 57000 AGING AND ADULT SERVICES

1. Item G098S, Social Worker/Children's Services Social Worker Series is increased by 2 positions for a new total of 41 positions.

#### ORGANIZATION 61000 BEHAVIORAL HEALTH AND RECOVERY SERVICES

1. Item D033, Health Services Manager II is decreased by 1 position for a new total of 0 positions.

2. Item D054S, Clinical Services Manager – Mental Health Series is increased by 1 position for a new total of 12 positions.

#### ORGANIZATION 62400 FAMILY HEALTH SERVICES

1. Item B174, Dietitian - Unclassified is decreased by 1 position for a new total of 0 positions.

#### ORGANIZATION 63000 CORRECTIONAL HEALTH SERVICES

1. Item F039S, Patient Care Support Series is increased by 1 position for a new total of 3 positions.
2. Item G040S, Mental Health Case Worker Series is increased by 1 position for a new total of 12 positions.

#### ORGANIZATION 70000 HUMAN SERVICES AGENCY

1. Item G100, Vocational Rehabilitation Counseling Supervisor is decreased by 1 position for a new total of 1 position.
2. Item E334S, Office Assistant Series is decreased by 1 position for a new total of 39 positions.
3. Item G040S, Mental Health Case Worker Series is decreased by 1 position for a new total of 19 positions.
4. Item D185, Senior Management Analyst is increased by 1 position for a new total of 1 position.
5. Item G112S, Community Worker Series is increased by 1 position for a new total of 21 positions.

6. Item D090, Human Services Manager I is increased by 1 position for a new total of 11 positions.
7. Item D091, Human Services Manager II is increased by 1 position for a new total of 12 positions.
8. Item G081, Mental Health Program Specialist is increased by 1 position for a new total of 1 position.

ORGANIZATION 79000 DEPARTMENT OF HOUSING

1. Item R001S, Housing and Community Development Specialist Series is increased by 3 positions for a new total of 8 positions.

**SECTION 2: Effective Date**

1. All changes are effective on the first pay period following adoption.

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# **Attachment A**

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## **POSITION SUMMARY CHANGES**

DEPARTMENT	BUDGET UNIT ID	JOB TITLE	JOB CLASS CODE	ADD	DEL	DESCRIPTION
District Attorney	2510B	Deputy District Attorney II	B023	2		Two Deputy District Attorney II positions are added and one term position is deleted.
District Attorney	2510B	Deputy District Attorney IV	B021	1		One Deputy District Attorney IV is added for consumer fraud.
Probation	3200B	Deputy Probation Officer III	C003	2		Eleven positions are added to support a grant Probation received, which allows the Superior Court of the County to contract with the Probation Department to implement an enhancement to its existing Pretrial Services program.
		Legal Office Specialist	E375	6		
		IS Data Specialist III	V274	1		
		Probation Services Manager I	D163	1		
		Legal Office Services Supervisor	E376	1		
Coroner	3300B	Deputy Coroner	H131	1		One Deputy Coroner is converted from term to permanent to increase the Coroner's capacity to conduct scene investigation on residential deaths of elder and dependent adults.
Coroner	3300B	Medical Transcriptionist	E361		(1)	One Medical Transcriptionist is deleted and one Executive Assistant is added.
	3300B	Executive Assistant	E468	1		
<b>Criminal Justice - Subtotals</b>				<b>16</b>	<b>(1)</b>	
County Health	5510B	Health Benefits Analyst II	E484		(1)	One Health Benefits Analyst II is deleted from the Health Coverage Unit. This position is moved to Aging and Adult Services, where it is added as a Social Worker.
County Health	5550B	Case Management / Assessment Specialist II	B013	13		Thirteen permanent Case Management/Assessment Specialists are added and thirteen limited term positions are removed.
County Health	5550B	Communicable Disease Investigator-U	B050	1		One Communicable Disease Investigator is added through a transfer of a position from Family Health Services, where one unclassified Dietician position is deleted.
County Health	5700B	Social Worker III	G096	1		One Social Worker is added through a transfer of a position from Health Coverage Unit. Additionally, one limited term position is removed.
County Health	5700B	Social Worker III	G096	1		One Social Worker position is converted from term to permanent.
County Health	6100B	Health Services Manager II	D033		(1)	To better align with operational needs, one Clinical Services Manager I/II is added and one vacant Health Services Manager II is deleted.
		Clinical Services Manager I/II	D055	1		
County Health	6100B	Supervising Mental Health Clinician	F005		(1)	To better align with operational needs, one vacant Supervising Mental Health Clinician is deleted and one Supervising Psychologist is added.
		Supervising Psychologist	F194	1		

DEPARTMENT	BUDGET UNIT ID	JOB TITLE	JOB CLASS CODE	ADD	DEL	DESCRIPTION
County Health	6240B	Dietitian-U	B174		(1)	One unclassified Dietician position is deleted from Family Health Services. This position is moved to Public Health, Policy, and Planning, where it is added as a Communicable Disease Investigator.
County Health	6300B	Registered Dental Assistant	F063	1		To reduce wait time for dental services, one Registered Dental Assistant is converted from term to permanent.
County Health	6300B	Psychiatric Social Worker I/II	G035	1		To reduce wait time for services, one Psychiatric Social worker position is converted from term to permanent.
County Health	6600B	Medical Services Assistant II	F079		(1)	One Medical Services Assistant is deleted and one Respiratory Therapist is converted from term to permanent.
	6600B	Respiratory Therapist III	F134	1		
County Health	6600B	Medical Services Assistant II - U	B082		(2)	Two Respiratory Therapist positions are converted from term to permanent. The position adds are offset by the deletion of two Medical Services Assistant Unclassified positions.
	6600B	Respiratory Therapist III	F134	2		
<b>Health Services - Subtotals</b>				<b>23</b>	<b>(7)</b>	
Human Services Agency	7220B	Human Services Program Policy Analyst	G221	1		One vacant Benefit Analyst III is deleted, and one Human Services Program Policy Analyst is added to conduct additional induction training for BAs to support the needs of ESS.
		Benefits Analyst III	G069		(1)	
Human Services Agency	7330B	Senior Management Analyst	D185	1		One Senior Management Analyst is added to facilitate expansion of the catering work experience and food handling certification program.
Human Services Agency	7520B	Human Services Manager II	D091	1		One VRC Supervisor is deleted, and one Human Services Manager II is added for the purpose of overseeing agency-wide emergency services.
	7330B	VRC Supervisor	G100		(1)	
Human Services Agency	7420B	Psych Social Worker II	G035	1		One Psych Social Worker II is added, and one Marriage Family Therapist I is deleted to serve the needs of the Agency in implementing the Child Family Team initiative as part of the AB403/CCR implementation to build consistency in job classifications.
		Marriage Family Therapist I	G121		(1)	
Human Services Agency	7420B	Community Worker II	G113	1		One Community Worker II is added, and one Office Assistant II is deleted to align with current staffing needs for the Short Term Residential Treatment Program.
		Office Assistant II	E335		(1)	
		Mental Health Program Specialist	G083	1		One Mental Health Program Specialist is added, and one Psych Social Worker is deleted to align

DEPARTMENT	BUDGET UNIT ID	JOB TITLE	JOB CLASS CODE	ADD	DEL	DESCRIPTION
Human Services Agency	7420B	Psych Social Worker I	G040		(1)	with current staffing needs for the Short Term Residential Treatment Program.
Human Services Agency	7420B	Human Services Manager I	D090	1		One Human Services Manager I is added in Child Welfare Services to oversee the daily operations of the Court Officers unit. Position will transfer back over to HSA from County Counsel; corresponding deletion is made in County Counsel.
Human Services Agency	7420B	Children's Services Social Worker Supervisor III	G094	1		To align the position to the correct sub-unit, one Children's Services Social Work Supervisor III is added to 74205 Staff Development Support unit to conduct qualitative case reviews to meet the case review requirements for the Federal Child and Family Services Review, and one Children's Services Social Work Supervisor III is deleted from 74251 Child Welfare Services.
		Children's Services Social Worker Supervisor III	G094		(1)	
Human Services Agency	7420B	Children's Services Social Worker Supervisor III	G094	1		To align the position to the correct sub-unit, one Children's Services Social Work Supervisor III is added to 74251 Child Welfare Services to oversee staffing in the Adoption unit, and one Children's Services Social Work Supervisor III is deleted from 74255 Court Officers.
		Children's Services Social Worker Supervisor III	G094		(1)	
<b>Social Services - Subtotals</b>				<b>9</b>	<b>(7)</b>	
Real Property Services	1220B	Senior Management Analyst	D185	1		One Senior Management Analyst position is added and one Real Property Agent III position is deleted related to promotion of employee.
	1220B	Real Property Agent III	U003		(1)	
Real Property Services	1220B	Fiscal Office Specialist	E350	1		One Fiscal Office Specialist is added to address increasing workload in the unit.
Public Safety Communications	1240B	Senior IT Technician	V231	1		One Senior IT Technician is converted from term to permanent to support the new CAD.
County Library	3700B	Fiscal Office Assistant II	E347		(1)	One vacant Fiscal Office Assistant II is deleted and one Accountant I is added to align with more complex work in the unit.
	3700B	Accountant I	E030	1		
County Library	3700B	IT Technician	V230		(1)	One vacant IT Technician is deleted and one IT Analyst is added to align with more complex work in the unit.
	3700B	IT Analyst	B152	1		
Planning and Building	3800B	Administrative Assistant I	E029	1		One Administrative Assistant I position is added and one Building Plan Specialist position is deleted to provide additional administrative support in Building program.
		Building Plan Specialist	J055		(1)	

DEPARTMENT	BUDGET UNIT ID	JOB TITLE	JOB CLASS CODE	ADD	DEL	DESCRIPTION
Planning and Building	3800B	Deputy Director	D028	1		One Deputy Director is added to provide support to the Director.
Planning and Building	3800B	Senior Planner	R020	1		One Senior Planner is added to focus on transportation in Long-Range Planning.
Planning and Building	3800B	Code Compliance Officer III	R040	1		One Code Compliance Officer III is added to provide additional support to the Code Compliance team.
Planning and Building	3800B	GIS Technician II	V055	1		One GIS Technician II is converted from term to permanent.
Planning and Building	3800B	Administrative Secretary II	E002	1		One Administrative Secretary II is converted from term to permanent to support the Airport Roundtable and LAFCo.
Planning and Building	3800B	Office Specialist	E337	1		One Office Specialist is converted from extra help to permanent to provide more support in Administration.
Planning and Building	3800B	Planner III	R040	1		One Planner III is converted from term to permanent in Long-Range Planning.
Planning and Building	3800B	Assistant Engineer	N033	1		One Assistant Engineer is converted from term to permanent in Building.
Planning and Building	3800B	Code Compliance Officer II	R005	1		One Code Compliance Officer II is converted from term to permanent in Code Compliance.
Parks	3900B	Park Ranger II	L041	1		One Park Ranger II is added to address increasing workload in Operations and Maintenance.
Parks	3900B	Park Ranger III	L039	1		One Park Ranger III is added to address increasing workload in Operations and Maintenance.
Office of Sustainability	4000B	Resource Conservation Specialist III	J081	3		Three Resource Conservation Specialist III positions are converted from term to permanent.
Office of Sustainability	4060B	Resource Conservation Specialist III	J081	1		One Resource Conservation Specialist III is added and one Surplus Property Manager is deleted to better align the responsibilities of the position with the rest of the office and offer a promotional track for the position.
		Surplus Property Officer	E409		(1)	
Office of Sustainability	4060B	Resource Conservation Specialist III	J081	1		One Resources Conservation Specialist III is converted from term to permanent.
Office of Sustainability	4060B	Senior Sustainability Specialist	J080	1		One permanent Senior Sustainability Specialist position is converted from term to permanent.
Public Works	4730B	Capital Project Manager	N108	2		Two Capital Project Managers are added and two vacant Construction Project Managers are deleted to align with current staffing needs.
		Construction Project Manager	N001		(2)	



DEPARTMENT	BUDGET UNIT ID	JOB TITLE	JOB CLASS CODE	ADD	DEL	DESCRIPTION
Public Works	4730B	Capital Project Manager	N108	2		Two additional Capital Project Managers are added to address high volume of complex and time-sensitive Capital Improvement Projects.
Public Works	4850B	Airport Operations Specialist I	M003	1		One Airport Operations Specialist I is added and one vacant Administrative Secretary II is deleted to align with current staffing needs.
		Administrative Secretary II	E002		(1)	
Public Works	4850B	Communications Specialist - Confidential	E055	1		One Communications Specialist is converted from term to permanent.
Department of Housing	7900B	HCD Specialist III	R003	3		Three Housing and Community Development Specialist positions are converted from term to permanent.
<b>Community Services - Subtotals</b>				<b>32</b>	<b>(8)</b>	
County Manager's Office	1200B	Senior Accountant	E007		(1)	One Senior Accountant is added in County Management Division and one Senior Accountant is deleted the Project Development Unit to consolidate all CMO accounting functions under the Chief Financial Officer.
		Senior Accountant	E007	1		
County Manager's Office	1200B	Management Analyst	D181	3		Three Management Analysts are added to support additional projects being conducted out of the County Manager's Office.
County Manager's Office	1200B	Community Worker II	G113	3		Three Community Worker II positions are converted from term to permanent.
County Manager's Office	1200B	Community Program Analyst II	G246	1		One Community Program Analyst is added to the Office of Community Affairs.
County Manager's Office	1200B	Office Specialist	E337	1		One Office Specialist is converted from extra help to permanent in the Project Development Unit.
Assessor - County Clerk - Recorder - Elections	1300B	Senior Appraiser	U068		(2)	Two Chief Appraisers are added and two Senior Appraisers are deleted to increase Division management capabilities.
		Chief Appraiser	D005	2		
Assessor - County Clerk - Recorder - Elections	1300B	Departmental Systems Analyst	V233	3		Eight positions (three Department Systems Analyst, two IS Project Manager II, two Principal Appraiser - Exempt, and one Administrative Assistant I - Classified) are converted from term to permanent provide ongoing oversight for all aspects of the Assessor Property Assessment System.
		IS Project Manager II	V306	2		
		Principal Appraiser - Exempt	U045	2		
		Administrative Assistant I - Classified	E031	1		
Assessor - County Clerk - Recorder - Elections	1300B	GIS Technician II	V055	1		One limited term GIS Technician II position is converted from term to permanent to provide ongoing support to the GIS Cadastral Mapping Unit.

DEPARTMENT	BUDGET UNIT ID	JOB TITLE	JOB CLASS CODE	ADD	DEL	DESCRIPTION
Assessor - County Clerk - Recorder - Elections	1300B	Elections Specialist III	E168	3		Three Elections Specialist III and one Departmental Systems Analyst positions are added; two Elections Specialist II, one Office Assistant II, and one Election Technician positions are deleted.
		Departmental Systems Analyst	V233	1		
		Elections Specialist II	E167		(2)	
		Elections Technician	E452		(1)	
		Office Assistant II	U068		(1)	
Controller's Office	1400B	Departmental Systems Analyst	V233	1		One Departmental Systems Analyst is converted from term to permanent to address workload increase.
Controller's Office	1400B	Fiscal Office Specialist	E350	2		Two Fiscal Office Specialists are converted from term/extra help to permanent to address workload increase.
Controller's Office	1400B	Senior Accountant	E007	1		One Senior Accountant is added and one Fiscal Office Services Supervisor is deleted to address change in workload content.
		Fiscal Office Service Supervisor	E534		(1)	
Controller's Office	1400B	IS Business Analyst III	V266	1		One IS Business Analyst III is converted from term to permanent to address workload increase.
Controller's Office	1400B	Management Analyst	D181	1		One added Management Analyst is added to cover duties for the Countywide Oversight Board. Position is funded 75 percent by the Oversight Board and 25 percent by Net County Cost.
County Counsel	1600B	Human Services Manager I	D090		(1)	One Human Services Manager I is deleted and added to the Human Services Agency to oversee the daily operations of the Court Officers unit. Position will transfer back over to HSA from County Counsel. For corresponding add, please refer to 7420B, Human Services Agency.
Human Resources	1700B	Human Resources Technician - Confidential	E013	1		One term HR Tech - Confidential is converted from term to permanent to address the increasing workload in the Benefits Division.
Human Resources	1700B	Management Analyst	D181	1		One Management Analyst is converted from term to permanent to address the increasing workload in the Risk Management Division.
Information Services	1800B	Contract Administrator I	G248	1		One Contract Administrator I/II position is converted from term to permanent to support the growing technology procurement needs of County departments.
Information Services	1800B	IS Project Manager I	V305	2		Two IS Project Manager I positions are converted from term to permanent to continue implementing innovative technology through SMCLabs in partnership with County departments.

DEPARTMENT	BUDGET UNIT ID	JOB TITLE	JOB CLASS CODE	ADD	DEL	DESCRIPTION
Information Services	1800B	Communication Officer	D105	1		One term Communications Officer position is converted from term to permanent to lead and enhance the County's SMCLabs regional initiative.
Information Services	1800B	IS Manager I	D119	1		One IS Manager I (new classification) is added to support a variety of cyber security projects and provide oversight over IT security operations. Costs are offset by removal of two term IS Communications Specialist II positions.
Information Services	1800B	IS Application Support - Senior	V263	1		One IS Application Support – Senior position is converted from term to permanent to continue providing support for the Criminal Justice system and portal utilized by County departments and other State and local agencies.
Information Services	1800B	IS Data Specialist II	V273	1		One IS Data Specialist II position is converted from term to permanent to continue support for County's Geographical Information Systems program.
Retirement Office (SamCERA)	2000B	Assistant Executive officer	D076		(1)	One vacant Assistant Executive Officer is deleted due to the re-evaluation of the organization's structure.
<b>Administration and Fiscal Services - Subtotals</b>				<b>39</b>	<b>(10)</b>	
<b>Total Position Change</b>				<b>119</b>	<b>(33)</b>	
<b>Net Position Change</b>				<b>86</b>		

# **Attachment B**

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## **FINAL FUND BALANCE ADJUSTMENTS**

Program	Department Name	2019-20 Final FB Adjustment	Description
1210P	County Manager/Clerk of the Board-County Management	161,888	This action adjusts and allocates fund balance to Reserves in FY 2019-20. In FY 2020-21 fund balance is reduced with an offset to expenditures.
1270P	County Manager/Clerk of the Board-CMO Revenue Services	(432,616)	Final Fund Balance is adjusted and corresponding appropriation changes are made in Salaries and Benefits and Services and Supplies.
1310P	Assessor-County Clerk-Recorder-Appraisal Services	250,000	Final Fund Balance is adjusted and appropriated for a cyber security consultant to assist with the implementation of the Grand Jury analysis and recommendations. This consultant will be essential to the development of the Assessor-County Clerk-Recorder-Elections cyber security plan to protect the department's extensive constitutional and confidential databases.
1310P	Assessor-County Clerk-Recorder-Appraisal Services	100,000	Final Fund Balance is adjusted and appropriated for Capitalization Rate Study Report for the Appraisal Services Division to assist appraisal staff in determining capitalization rates for assessment purposes for multiple property types.
1330P	Assessor-County Clerk-Recorder-Elections	300,000	Final Fund Balance is adjusted and appropriated for Elections security fencing to ensure the security of both live, voted paper ballots and the ballot marking devices under the Voter's Choice Act. The fencing will be semi-permanent and connected to the electronic key card system, feature enforced two-person integrity, and is intended to remain in place until the facility build-out is complete.
1330P	Assessor-County Clerk-Recorder-Elections	200,000	Final Fund Balance is adjusted and appropriated for the Voter Education and Outreach for the November 2019 Consolidated Municipal, School and Special District Election. The 2018 transition to the Voter's Choice Act election model and the new Dominion Democracy Suite Voting system in 2019 make it essential to inform voters of the changes at the polls.
1330P	Assessor-County Clerk-Recorder-Elections	260,419	Fund Balance is adjusted and appropriated to account for a refund of United States Postal Service CAPS money to reset election postage/permits in FY 2019-20.
1340P	Assessor-County Clerk-Recorder-County Clerk-Recorder	200,000	Final Fund Balance is adjusted and appropriated for the Kofile Preservation of Historical Documents project that addresses the preservation, long-term management, and digital access of maps, records, and vitals.
1411P	Controller's Office-Administration	394,801	Fund Balance is adjusted and appropriated to extra help hours, the Disaster Cost Recovery Annex project, other professional contract needs, and other administrative costs.
1520P	Treasurer - Tax Collector-Treasurer	1,080,164	Final Fund Balance is adjusted and appropriated for costs related to the new property tax system, other technology refreshments for the office, and the cost of investment advisory services.
1600P	County Counsel's Office-County Counsel's Office	361,059	Final Fund Balance is set aside in Reserves.
1710P	Human Resources Department-HR Strategic Support and Partnerships	56,059	This action budgets and allocates additional Fund Balance from FY 2018-19.
1730P	Human Resources Department-Risk Management	411,540	This action budgets and allocates additional Fund Balance from FY 2018-19.

Program	Department Name	2019-20 Final FB Adjustment	Description
1750P	Human Resources Department-Workforce Resources and Diversity	29,773	This action budgets and allocates additional Fund Balance from FY 2018-19.
1780P	Human Resources Department-Shared Services	3,833	This action budgets and allocates additional Fund Balance from FY 2018-19.
1810P	Information Services Department-Business & Fiscal Administration	1,808,271	This action adjusts and appropriates Fund Balance to expenditures for one-time Fund Balance funded initiatives.
1830P	Information Services Department-IT Operations	196,401	This action adjusts and appropriates Fund Balance to expenditures, and decreases Reserves to be moved to another unit, 1820P.
1844P	Information Services Department-Planning & Project Management	45,183	This action adjusts and appropriates Fund Balance to Reserves.
8000P	Non-Departmental Services-Non-Departmental Services	50,639,444	Year End adjustment to align Departmental NCC
8000P	Non-Departmental Services-Non-Departmental Services	31,796,625	Year end Fund Balance Adjustment
<b>Admin &amp; Fiscal Services - General Fund</b>		<b>87,862,844</b>	
8900P	Debt Service Fund-Debt Service Fund	18,220	In FY 2019-20, the year-end Fund Balance adjustment is appropriated to Reserves. □
<b>Admin &amp; Fiscal Services - Non-General Fund</b>		<b>18,220</b>	
1220P	Real Property Services-Real Property Services	89,287	Final fund balance is adjusted and appropriated for necessary information technology upgrades needed to support the unit and to Reserves.
1240P	Public Safety Communications-Public Safety Communications	529,276	Final fund balance is adjusted and appropriated for the CAD.
1260P	Agricultural Commissioner/Sealer-Agricultural Commissioner/Sealer	(148,436)	Final Fund Balance is reduced and appropriations are adjusted accordingly.
3810P	Planning and Building-Administration and Support	308,661	Final Fund Balance is adjusted and appropriated to the Accela system upgrade. The Department is working with the vendor (Avocette) to hit the "restart" button and revisit the business workflows due to recent process changes. The Department is planning to enlist the help of ISD by way of a Project Manager to help shepherd the project to completion. Fund Balance will be used to help offset the additional costs of the contract and the costs of an ISD Project Manager. FY 2020-21 Fund Balance is reduced to meet NCC target.
3900P	Parks Department-Parks and Recreation	795,116	Additional Fund Balance is adjusted and appropriated for Geographic Information Systems development; the Department's reservations system; a technology refresh project; office renovation project; vehicle purchases for the field; one-time Memorial Park expenditures; other miscellaneous projects; and the remainder set aside in Reserves.
4010P	Office of Sustainability-Administration	366,786	Final Fund Balance is adjusted and appropriated to Reserves.
4040P	Office of Sustainability-Energy and Water	25,920	Year End Fund Balance is appropriated for one-time projects in Energy and Water during FY 2019-20.

Program	Department Name	2019-20 Final FB Adjustment	Description
4660P	Department of Public Works-Enhanced Flood Control Program Admin	70,684	In FY 2019-20, the year-end Fund Balance adjustment is appropriated for consultant services on flood resiliency projects per agreements with other local agencies, and for start-up costs for the Flood and Sea Level Rise Resiliency District. The one-time adjustment is removed in FY 2020-21.
4730P	Department of Public Works-Facilities Services	8,540,506	In FY 2019-20, the year-end Fund Balance adjustment is appropriated for the purchase of facilities asset management software, with the balance to Reserves. The one-time software expense is removed in FY 2020-21.
4840P	Department of Public Works-Utilities	946,698	In FY 2019-20 the year end fund balance adjustment is appropriated to reserves in various utility districts. However, fund balance is appropriated for the following one-time uses in FY 2019-20: continuation of sewer rehabilitation projects in the Emerald Lake Heights Sewer Maintenance District; Kensington Square Sewer Maintenance District and Harbor Industrial Sewer Maintenance District; the Belmont Highway Lighting District's remaining contribution to the City of Belmont for joint utility undergrounding project; and repair and maintenance of existing streetlights on the B Street Pedestrian Walkway in the Colma Highway Lighting District. One-time project expenditures are removed in FY 2020-21.
<b>Community Services - General Fund</b>		<b>11,524,498</b>	
3550P	Structural Fire-Structural Fire	1,221,791	This action adjusts Fund Balance incorporating FY 2018-19 YE close.
3560P	County Service Area #1-County Service Area #1	1,112,169	This action adjusts Fund Balance incorporating FY 2018-19 YE close.
3570P	Local Agency Formation Commission-Local Agency Formation Commission	48,509	Final Fund Balance is appropriated to Reserves.
3700P	County Library-County Library	6,734,823	Additional year-end fund balance is adjusted and appropriated for FY 2019-20. There is a draw down on reserves to support one-time projects in FY 2020-21. Refer to Reserves Allocation for more details.
3950P	Parks Department-Fish and Game	2,131	Final Fund Balance is adjusted and appropriated, set aside in Reserves.
3970P	Parks Department-Parks Acquisition and Development	(673,510)	Final Fund Balance is adjusted and appropriated from Reserves to offset a negative Fund Balance variance primarily due to the transfer of funds to the City of South San Francisco for the acquisition of Sign Hill in FY 2018-19.
3980P	Parks Department-Coyote Point Marina	454,847	Final Fund Balance is adjusted and appropriated for expected dredging work and to reimburse the Parks Department for the costs it will incur for Marina utilities in FY 2019-20; the Marina will budget for these costs beginning in FY 2020-21. The remainder will be set aside in Reserves.
4060P	Office of Sustainability-Solid Waste Management	591,081	Final Year End Fund Balance for the AB939 Fund is adjusted and set aside in Reserves. Final Fund Balance for CFA - Waste Management is appropriated for a rate study to be conducted in FY 2019-20.

Program	Department Name	2019-20 Final FB Adjustment	Description
4070P	Office of Sustainability-OOS - County Service Area #8	(313,083)	Year End Fund Balance for Fire Protection is set aside in Reserves. Due to making five payments to Recology in FY 2018-19, which included one payment from FY 2017-18, appropriations is reduced and a one-time use of Reserves is being used to cover the shortfall in the Solid Waste Services sub-unit.
4520P	Department of Public Works-Road Construction and Operations	5,342,743	In FY 2019-20, the year-end Fund Balance adjustments are appropriated to Reserves. □ □
4740P	Department of Public Works-Construction Services	64,899	In FY 2019-20, the year-end Fund Balance adjustment is appropriated for a loan repayment. The one-time increase in loan repayment is removed in FY 2020-21.
4760P	Department of Public Works-Vehicle and Equipment Services	2,068,957	In FY 2019-20, the year-end Fund Balance adjustment is appropriated for the purchase of nine vehicles ordered in FY 2018-19 to be received in FY 2019-20, with the remaining funds appropriated to Reserves. In FY 2020-21, the one-time vehicle appropriation is removed.
4840P	Department of Public Works-Utilities	9,374,471	In FY 2019-20 the year end fund balance adjustment is appropriated to reserves in various utility districts. However, fund balance is appropriated for the following one-time uses in FY 2019-20: continuation of sewer rehabilitation projects in the Emerald Lake Heights Sewer Maintenance District; Kensington Square Sewer Maintenance District and Harbor Industrial Sewer Maintenance District; the Belmont Highway Lighting District's remaining contribution to the City of Belmont for joint utility undergrounding project; and repair and maintenance of existing streetlights on the B Street Pedestrian Walkway in the Colma Highway Lighting District. One-time project expenditures are removed in FY 2020-21.
4850P	Department of Public Works-Airports	746,548	In FY 2019-20, the year-end Fund Balance adjustment is appropriated to Reserves. □ □
8200P	Accumulated Capital Outlay Fund-Accumulated Capital Outlay Fund	1,885,147	Final Fund Balance is adjusted and appropriated to Reserves.
8300P	Courthouse Construction Fund-Courthouse Construction Fund	(33,852)	Final Fund Balance is adjusted and corresponding reductions are made to expenditures.
8400P	Criminal Justice Construction Fund-Criminal Justice Construction Fund	(39,584)	Final Fund Balance is adjusted and Reserves are reduced accordingly.
8450P	Other Capital Construction Fund-Warm Shell Project Budget	374,248	Final Fund Balance is adjusted and appropriated for the Skylonda Fire Station Project.
8450P	Other Capital Construction Fund-Warm Shell Project Budget	3,608,139	Final Fund Balance is adjusted and appropriated for the Warm Shell project.
8470P	Other Capital Construction Fund-Major Capital Construction	4,225,350	This action adjusts and appropriates Final Fund Balance to the Parking Structure II Project.
8500P	Capital Projects-Capital Projects	1,015,243	In FY 2019-20, the year-end Fund Balance adjustment is appropriated to Reserves.
<b>Community Services - Non-General Fund</b>		<b>37,811,067</b>	



Program	Department Name	2019-20 Final FB Adjustment	Description
1940P	Message Switch-Message Switch	81,165	Collections from external agencies exceeded the expenditures resulting in positive Fund Balance variance.
2510P	District Attorney's Office-District Attorney's Office	461,314	Fund balance variance due to salary savings to be added to departmental reserves.
3011P	Sheriff's Office-Administrative Services	(4,164,200)	Fund Balance is adjusted based on actuals from the prior year, and a corresponding adjustment is made to Reserves.
3211P	Probation Department-Administrative Services	1,092,224	Savings from FY 2018-19 have been set aside in Reserves.
3227P	Probation Department-Adult Services	309,964	Year end savings from FY 2018-19 have been set aside in Reserves.
3253P	Probation Department-Juvenile Services	680,890	Year end savings from FY 2018-19 have been set aside in Reserves.
3283P	Probation Department-Institutions Services	1,461,608	Year end savings from FY 2018-19 have been set aside in Reserves.
3300P	Coroner's Office-Coroner's Office	(110,265)	Fund balance variance is offset by adjustments to appropriations in unrealized sub-units.
<b>Criminal Justice - General Fund</b>		<b>(187,300)</b>	
5500P	Health System-Health Administration	(928)	Final Fund Balance was \$928 less than anticipated. This action adjusts Fund Balance and adds \$928 of Realignment revenue to offset the variance. There is no net dollar change.
5510P	Health System-Health Coverage Unit	14,077	Final Fund Balance is adjusted and placed in Reserves.
5550P	Health System-Public Health, Policy and Planning	541	This action adjusts and allocates Fund Balance to the lifecycle refresh project that is currently underway.
5560P	Health System-Health IT	822,005	This action carries forward and allocates Fund Balance to the following projects: Electronic Health Record, Digital Workplace, and Health Information Exchange in FY 2019-20, and Electronic Health Record and Health Information Exchange in FY 2020-21.
5600P	Health System-Emergency Medical Services GF	1	Final Fund Balance has been calculated and allocated to Reserves.
5700P	Health System-Conservatorship Program	(65,844)	This action reduces Fund Balance by \$65,844 to reflect the ending Reserves and Fund Balance in FY 2018-19. This reduction is offset by a \$65,844 increase to revenue. There is no net dollar change.
5900P	Health System-Environmental Health Services	610,259	This action adjusts Fund Balance and uses one-time savings from FY 2018-19 to assist with the structural deficit in FY 2019-20 and FY 2020-21.
6130P	Health System-Mental Health Youth Services	300,000	This action adjusts and allocates Fund Balance toward the construction project at the Daly City Youth Center.

Program	Department Name	2019-20 Final FB Adjustment	Description
6140P	Health System-Mental Health Adult Services	630,911	SMMC received a Joint Commission/CMS finding in 2018 which identified ligature (risk of patient hanging) hazards in 3 A/B. Like most hospitals that provide psychiatric services, SMMC must make substantial physical plant improvements to address this finding. Construction is set to begin in the coming months to minimize these risks and as a result the number of available beds in the SMMC locked psychiatry unit will be reduced from 32 to 17. BHRS will have to place clients in other facilities at a higher cost, which for 17 clients will range from \$795,000 to \$1.6M annually. Fund balance savings exempted from the 50/50 split are used to assist with this increased expense.
6240P	Health System-Family Health Services	119,467	Final Fund Balance is adjusted and placed in Reserves.
6300P	Health System-Correctional Health Services	(538,505)	This action reduces Fund Balance, which is completely offset by a one-time increase to Realignment revenue.
<b>Health Services - General Fund</b>		<b>1,891,984</b>	
1950P	First 5 San Mateo County-First 5 San Mateo County	2,628,907	A one-time Fund Balance Adjustment is made to reconcile with the OFAS Beginning Trust Account Balance as of July 1, 2019.
1950P	First 5 San Mateo County-First 5 San Mateo County	1,392,027	Final Fund Balance is set aside in Reserves.
5630P	Health System-Emergency Medical Services Fund	563,820	This action adjusts and allocates final Fund Balance into additional one-time FY 2019-20 payments to Hospitals for uncompensated care as per Maddy fund regulations.
5800P	Health System-IHSS Public Authority	(1,099)	This action makes a small adjustment to Fund Balance to reflect the ending Reserves and Fund Balance in FY 2018-19, which is completely offset by an adjustment to revenue. There is no net dollar change.
6600P	Health System-San Mateo Medical Center	5,827,022	Fund Balance is adjusted and placed in Reserves to offset salary and benefit increases in FY 2020-21.
<b>Health Services - Non-General Fund</b>		<b>10,410,677</b>	
7010P	Human Services Agency-Office of Agency Director	250,000	This action adds an appropriation for potential fixed assets and equipment needed during the year.
7010P	Human Services Agency-Office of Agency Director	100,000	This action adds appropriation to support automation of the Human Services Agency's financial services operations. This project creates a new module within the current Invoice Tracker that will be used by the Budget Support Unit within the Financial Services Branch. The module will track the invoices received from General Accounting, as well as invoices that are to be processed as journal entries, assign invoice processor, and provide the invoice status and completion date. The project will begin in late FY 2019-20 and continue in FY 2020-21.
7010P	Human Services Agency-Office of Agency Director	80,000	This action adds appropriation to support automation of the Human Services Agency's financial services operations. This project will automate the reconciliation process for cash benefit issuances completed daily by the Fiscal Office Specialist in the Warrants Desk. The project will begin in late FY 2019-20 and continue in FY 2020-21.

Program	Department Name	2019-20 Final FB Adjustment	Description
7010P	Human Services Agency-Office of Agency Director	5,862,445	This action adjusts Agency Fund Balance and Reserves in FY 2019-20. □
7010P	Human Services Agency-Office of Agency Director	(2,858,654)	This action removes Fund Balance that was utilized for litigation expenses in FY 2018-19. The Human Services Agency originally budgeted \$4.9M in Fund Balance in FY 2019-20 for these expenses, however, a portion was paid in FY 2018-19.
7220P	Human Services Agency-Eligibility Determination	125,000	This action adds an appropriation for potential fixed assets and equipment needed during the year.
7220P	Human Services Agency-Eligibility Determination	201,560	This action appropriates funding for Economic Self Sufficiency's share of Agency staff managed facility improvements to the Daly City 92nd Street offices, which are leased from the City of Daly City. The improvements include hazardous material abatement, ADA modifications, and refurbishing of the restrooms. In addition, children's visitation and observation rooms and client interview areas are included. This will align the 92nd street facility with the new client-facing models that have been adopted throughout the County.
7220P	Human Services Agency-Eligibility Determination	350,000	This action provides appropriation for planning, development, and preparation for the CALSAWs migration (replacement for current CalWIN System) in the form of a contract for Project Management and consultation. □
7330P	Human Services Agency-Vocational Rehab Services	125,000	This action adds an appropriation for potential fixed assets and equipment needed during the year.
7420P	Human Services Agency-Children and Family Services	1,000,000	This action appropriates funding for Child Welfare Services to address facility and furniture needs for the Transitional Housing Units in South San Francisco.
7420P	Human Services Agency-Children and Family Services	1,020,000	This action appropriates funding for Child Welfare Services to fund the replacement of 34 loaner cars that are being used by Children and Family Services staff to transport kids to their hearings, visitations, dental, and medical appointments.
7420P	Human Services Agency-Children and Family Services	300,000	This action appropriates funding for Child Welfare Services to fund the scheduling software needs by the Transportation Officers and Family Care Workers who are providing support to the Social Workers by transporting clients, visitation services, and other support as needed. The schedulers are currently managing several Outlook calendars to meet the scheduling needs. There is currently software that can assist with scheduling that can identify gaps in coverage and help manage staff availability. The ability to quickly identify availability will assist the leadership team with appropriately assigning staff according to trends that are based on data. This solution could also potentially be used to more effectively manage coverage for oncall social workers.
<b>Social Services - General Fund</b>		<b>6,555,351</b>	
<b>Total</b>		<b>155,887,341</b>	

Summary - County	2019-20 Final FB Adjusted
General Fund	107,647,377
Non-General Fund	37,435,698
<b>Total</b>	<b>145,083,075</b>

Summary - Information Only	2019-20 Final FB Adjusted
Non-General Fund	10,804,266
<b>Total</b>	<b>10,804,266</b>

# Attachment C



## MEASURE K SUMMARY

Department Name	Project Name	2019-20 Recomm	2019-20 September Revisions	2019-20 Adopted	2020-21 Adopted
Capital Projects	Programs and Services Dist 3	0	141,000	141,000	0
County Manager/Clerk of the Board	Measure K Admin Assistant	192,877	(53,827)	139,050	143,222
Department of Public Works	Programs and Services Dist 3	75,556	(4,920)	70,636	0
Non-Departmental Services	Programs and Services Dist 1	1,500,000	1,122,100	2,622,100	0
Non-Departmental Services	Programs and Services Dist 2	1,500,000	1,347,057	2,847,057	0
Non-Departmental Services	Programs and Services Dist 3	1,500,000	645,228	2,145,228	0
Non-Departmental Services	Programs and Services Dist 4	1,500,000	751,489	2,251,489	0
Non-Departmental Services	Programs and Services Dist 5	1,500,000	1,265,578	2,765,578	0
Office of Sustainability	Programs and Services Dist 1	0	140,000	140,000	0
Office of Sustainability	Programs and Services Dist 3	0	110,500	110,500	0
Parks Department	Programs and Services Dist 3	0	238,285	238,285	0
Planning and Building	Programs and Services Dist 3	200,000	0	200,000	0
<b>District-Specific</b>		<b>7,968,433</b>	<b>5,702,490</b>	<b>13,670,923</b>	<b>143,222</b>

Department Name	Project Name	2019-20 Recomm	2019-20 September Revisions	2019-20 Adopted	2020-21 Adopted
Fire Protection Services	County Fire Engine Replc Fnd	1,500,000	2,222,272	3,722,272	1,500,000
Human Services Agency	CORA - Legal Expenses	100,392	0	100,392	103,404
Other Capital Construction Fund	Pescadero Fire Station	2,000,000	0	2,000,000	8,000,000
Other Capital Construction Fund	PSC Regional Ops Ctr (ROC)	19,500,000	(1,522,746)	17,977,254	0
Other Capital Construction Fund	Skylonda Fire Station Repl	1,380,000	379,761	1,759,761	0
Sheriff's Office	Coastside Response Coordinator	65,858	1,976	67,834	69,869
Sheriff's Office	Human Trafficking & CSEC	210,000	6,300	216,300	222,789
Sheriff's Office	School Safety	578,212	314	578,526	595,882
<b>Public Safety</b>		<b>25,334,462</b>	<b>1,087,877</b>	<b>26,422,339</b>	<b>10,491,944</b>

Department Name	Project Name	2019-20 Recomm	2019-20 September Revisions	2019-20 Adopted	2020-21 Adopted
Health System	Coastside Medical Services	535,461	0	535,461	551,525
Health System	Home Visit Expansion	1,263,390	(9,579)	1,253,811	1,292,001
Health System	Jail Alternate Program	333,690	(9,133)	324,557	325,160

Department Name	Project Name	2019-20 Recomm	2019-20 September Revisions	2019-20 Adopted	2020-21 Adopted
Health System	Meas K Imat Program	0	397,838	397,838	409,773
Health System	Our Second Home Fam Resource	0	40,000	40,000	40,000
Health System	Respite Program	1,089,740	0	1,089,740	1,122,432
Health System	SMART Program	89,468	0	89,468	92,152
Health System	Whole Person Care Match	2,000,000	0	2,000,000	2,000,000
Human Services Agency	Public Health Nurse Program	540,691	0	540,691	576,276
<b>Health and Mental Health</b>		<b>5,852,440</b>	<b>419,126</b>	<b>6,271,566</b>	<b>6,409,319</b>

Department Name	Project Name	2019-20 Recomm	2019-20 September Revisions	2019-20 Adopted	2020-21 Adopted
County Library	Direct Pay to Lib for Big Lift	1,088,012	0	1,088,012	1,088,012
County Library	Library Summer Reading Progrms	366,000	10,980	376,980	388,289
County Manager/Clerk of the Board	Students With Amazing Goals	350,000	10,500	360,500	371,315
Health System	4H Youth Development Program	31,827	0	31,827	32,782
Health System	COE and Schools Coordination	168,737	0	168,737	173,799
Health System	Comm Collab East Palo Alto	119,882	0	119,882	123,478
Health System	Early Childhood Comm Teams	603,128	97,066	700,194	721,199
Health System	Early Onset Bipolar	433,127	0	433,127	446,121
Health System	First Aid-MH	259,708	7,791	267,499	275,525
Health System	Parenting Project-MH	306,839	(104,857)	201,982	208,041
Health System	PES Case Management	318,580	0	318,580	328,137
Health System	Pre To Three	1,003,524	0	1,003,524	1,033,630
Health System	Residential Substance Abuse	397,838	(397,838)	0	0
Health System	Youth Outpatient Case Mgmt	784,782	0	784,782	808,325
Health System	Youth Trauma Intervention	610,018	0	610,018	628,318
Human Resources Department	Supported Training Employ Prog	412,000	0	412,000	424,360
Human Services Agency	At-Risk Foster Youth Services	1,060,900	0	1,060,900	1,092,727
Human Services Agency	CASA (Advocates) - Foster Care	111,458	0	111,458	114,802
Human Services Agency	CFS Orange&Grand Const Proj	650,000	0	650,000	0
Human Services Agency	HSA PEI-At Risk Child	1,723,676	3,110	1,726,786	1,791,376

Department Name	Project Name	2019-20 Recomm	2019-20 September Revisions	2019-20 Adopted	2020-21 Adopted
Human Services Agency	StarVista Dybrk Fstr Yth Trg	223,686	0	223,686	230,397
Non-Departmental Services	Early Learnng and Care Trust Fd	6,678,496	0	6,678,496	6,678,496
<b>Youth and Education</b>		<b>17,702,218</b>	<b>(373,248)</b>	<b>17,328,970</b>	<b>16,959,129</b>

Department Name	Project Name	2019-20 Recomm	2019-20 September Revisions	2019-20 Adopted	2020-21 Adopted
County Manager/Clerk of the Board	Home for All	325,000	9,750	334,750	344,793
Department of Housing	21 Elements CCAG	128,750	376	129,126	132,613
Department of Housing	2nd Unit Amnesty Program	500,000	(17,255)	482,745	0
Department of Housing	Affordable Housing 3.0 and 4.0	24,500,000	23,586,344	48,086,344	24,739,919
Department of Housing	BHRS-Provider Property Debt	245,623	(579)	245,044	0
Department of Housing	Farm Labor Housing	1,272,500	2,938,624	4,211,124	795,675
Department of Housing	HIP Shared Housing	180,250	125,056	305,306	185,658
Department of Housing	Housing Innovation Fund	43,946	(117)	43,829	0
Department of Housing	Housing Preservation	970,789	(949,982)	20,807	0
Department of Housing	Landlord Tenant I and R	257,500	605,250	862,750	265,225
Department of Housing	Middlefield Junction	8,671	(4,643)	4,028	0
Department of Housing	Mobile Home Park Outreach	16,612	1	16,613	0
Department of Housing	Staff Support	231,750	128,423	360,173	498,784
Health System	Augmented Housing Insp Pgm	416,683	(40,000)	376,683	401,683
Human Services Agency	BitFocus Clarity Human Svcs	125,572	0	125,572	129,339
Human Services Agency	CORE Agenc Emerg Housg Assist	451,758	0	451,758	465,311
Human Services Agency	EPA Homeless Shelter Op Exp	572,220	0	572,220	589,387
Human Services Agency	Homeless Living in Cars Prog	300,000	0	300,000	0
Human Services Agency	Homeless Outreach Teams	431,498	0	431,498	444,443
Human Services Agency	HOPE Plan Implementation	965,851	29,106	994,957	993,844
Human Services Agency	Housing Retention	1,236,000	0	1,236,000	1,273,080
Human Services Agency	HSN Special Program Implementn	0	0	0	0
Human Services Agency	ITA - Clarity & FRC database	107,364	0	107,364	110,526
Human Services Agency	RRHHL Abode Contract	1,256,883	0	1,256,883	1,294,589



Department Name	Project Name	2019-20 Recomm	2019-20 September Revisions	2019-20 Adopted	2020-21 Adopted
Human Services Agency	RRHHL Abode Services	1,153,103	0	1,153,103	1,187,696
Human Services Agency	RRHHL CoC Tech Assistance	108,150	0	108,150	111,395
Human Services Agency	RRHHL Inclement Weather	30,030	0	30,030	30,931
Human Services Agency	RRHHL Interim Housing Capacity	519,298	0	519,298	534,877
Human Services Agency	RRHHL Medical Services	214,174	0	214,174	220,599
Human Services Agency	RRHHL MVP Bridge Funding	400,000	0	400,000	412,000
Human Services Agency	RRHHL MVP Diversion	41,200	0	41,200	42,436
Human Services Agency	RRHHL Program Auditing Needs	10,000	0	10,000	10,300
Human Services Agency	RRHHL Shelter Needs	0	0	0	0
Human Services Agency	Safe Harbor Shelter Bridge	178,549	0	178,549	183,905
Office of Sustainability	Home for All	275,000	8,250	283,250	291,748
Planning and Building	Affordable Housing Initiative	141,625	302,359	443,984	145,874
<b>Housing and Homelessness</b>		<b>37,616,349</b>	<b>26,720,963</b>	<b>64,337,312</b>	<b>35,836,630</b>

Department Name	Project Name	2019-20 Recomm	2019-20 September Revisions	2019-20 Adopted	2020-21 Adopted
Capital Projects	Multi Modal Trail Planning	0	48,198	48,198	0
Department of Public Works	062019 D1 Allocation to FSLRRD	0	500,000	500,000	0
Parks Department	Alambique Trail Repairs	0	101,194	101,194	0
Parks Department	Coyote Point Marina Concession	0	0	0	0
Parks Department	Coyote Water Distribution System	220,000	0	220,000	0
Parks Department	Feasibility Study for Bridges	200,000	0	200,000	0
Parks Department	Fire Road Improvements	500,000	0	500,000	0
Parks Department	Flood Park Baseball Field Reno	0	186,910	186,910	0
Parks Department	Flood Park Improvements	1,250,000	87,189	1,337,189	0
Parks Department	Homestead Bridge Replacement	110,000	0	110,000	100,000
Parks Department	Homestead Youth Septic Rpr	0	49,159	49,159	0
Parks Department	Huddart Richard Road Repairs	0	168,741	168,741	0
Parks Department	Huddart Water Lines and Supply	500,000	0	500,000	250,000
Parks Department	Memorial Facility Improvements	0	0	0	800,000

Department Name	Project Name	2019-20 Recomm	2019-20 September Revisions	2019-20 Adopted	2020-21 Adopted
Parks Department	Memorial Sewer Road Paving	0	200,000	200,000	0
Parks Department	Memorial Waterline Replacement	1,000,000	0	1,000,000	0
Parks Department	Multi Modal Trail Planning	0	0	0	0
Parks Department	Natural Resource Management	258,469	402,948	661,417	233,398
Parks Department	Old Gaudalupe Trail Reno	150,000	115,712	265,712	0
Parks Department	Parks Department Ops and Maint	2,214,417	2,567,015	4,781,432	2,060,000
Parks Department	Parks Interpretive Program	50,000	18,319	68,319	50,000
Parks Department	Parks Master Plan	0	361,434	361,434	0
Parks Department	Parks Playground Improv	154,500	430,127	584,627	159,135
Parks Department	Parks Volunteer Program	110,000	20,935	130,935	120,000
Parks Department	Parkwide Asphalt Paving	900,000	(923)	899,077	1,400,000
Parks Department	Pedro Point Headlands	0	4,990	4,990	0
Parks Department	Pescadero Old Haul Rd Brdg Rpr	0	56,972	56,972	0
Parks Department	Pescadero Old Haul Rd Repair	0	3,102,438	3,102,438	0
Parks Department	Ralston Trail Paving	0	107,448	107,448	0
Parks Department	Ranger Residences	500,000	15,965	515,965	300,000
Parks Department	Ravenswood Bay Trail	0	639,390	639,390	0
Parks Department	Sam Mcdonald VC Renovation	0	218,643	218,643	0
Parks Department	Sanchez Adobe Renovation	1,314,544	881,608	2,196,152	0
Parks Department	SPV VC Bridge Replacement	110,000	0	110,000	100,000
Parks Department	SPV Walnut Bridge Replacement	110,000	0	110,000	100,000
Parks Department	Volunteer Stewardship Corps	103,000	202,845	305,845	106,090
Parks Department	Wavecrest Trail	0	3,190	3,190	0
Parks Department	Wunderlich Carriage Restroom	250,000	(250,000)	0	0
Parks Department	Wunderlich Hay Barn Plans	0	242,223	242,223	0
<b>Parks and Environment</b>		<b>10,004,930</b>	<b>10,482,670</b>	<b>20,487,600</b>	<b>5,778,623</b>

Department Name	Project Name	2019-20 Recomm	2019-20 September Revisions	2019-20 Adopted	2020-21 Adopted
District Attorney's Office	District Attorney Elder Abuse	936,250	180,641	1,116,891	964,338

Department Name	Project Name	2019-20 Recomm	2019-20 September Revisions	2019-20 Adopted	2020-21 Adopted
Health System	AAS Age Friendly	0	117,000	117,000	0
Health System	AAS Dementia Services	477,405	0	477,405	491,727
Health System	AAS Elder Depend Adult Protect	695,521	0	695,521	716,387
Health System	AAS Friendship Line	212,180	0	212,180	218,545
Health System	AAS Kinship Caring MH	79,568	0	79,568	81,955
Health System	AAS Meals Express Pgm	151,311	0	151,311	155,850
Health System	AAS Ombudsman	118,430	0	118,430	121,983
Health System	AAS Suppl Meal on Wheels	0	42,000	42,000	43,260
Health System	EMS Falls Prevention	42,658	(42,658)	0	0
Health System	EMS - Medical Reserve Corps	0	40,607	40,607	36,736
Human Services Agency	Veterans Services	357,967	0	357,967	367,573
<b>Older Adults and Veterans</b>		<b>3,071,290</b>	<b>337,590</b>	<b>3,408,880</b>	<b>3,198,354</b>

Department Name	Project Name	2019-20 Recomm	2019-20 September Revisions	2019-20 Adopted	2020-21 Adopted
Agricultural Commissioner/Sealer	Measure K Airport (FAA Ruling)	153,633	0	153,633	153,633
Capital Projects	Bldgs and Facil Infrastructure	3,187,958	802,020	3,989,978	0
County Counsel's Office	Measure K Airport (FAA Ruling)	118,908	0	118,908	118,908
County Library	Library Capital - EPA	370,331	373,917	744,248	459,305
County Manager/Clerk of the Board	Community Legal Aid Services	276,000	11,040	287,040	22,522
County Manager/Clerk of the Board	Measure A Outreach Coordinator	206,000	0	206,000	212,180
County Manager/Clerk of the Board	N Fair Oaks General Plan Implm	8,891,343	(944,852)	7,946,491	0
Department of Public Works	CSA11 Improvement Projects	0	42,973	42,973	0
Department of Public Works	MCO Airport Sup	224,870	0	224,870	224,870
Department of Public Works	Meas K Airport Capital Proj	0	1,002,023	1,002,023	0
Health System	Measure K Airport (FAA Ruling)	65,626	0	65,626	67,595
Human Services Agency	Second Harvest Food Bank	154,500	0	154,500	159,135
Information Services Department	Technology Infra and Open Data	5,000,000	1,260,453	6,260,453	5,000,000
Non-Departmental Services	CMO Airports (FAA)	0	6,000,000	6,000,000	0
Office of Sustainability	Bicycle Coordinator	75,000	2,250	77,250	79,568

Department Name	Project Name	2019-20 Recomm	2019-20 September Revisions	2019-20 Adopted	2020-21 Adopted
Sheriff's Office	Measure K Airport (FAA Ruling)	1,826,367	0	1,826,367	1,826,367
<b>Community</b>		20,550,536	8,549,824	29,100,360	8,324,083
<b>Total</b>		128,100,658	52,927,292	181,027,950	87,141,304

# **Attachment D**

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**SEPTEMBER REVISIONS**

**CRIMINAL JUSTICE**

## Sheriff's Office (3000B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### Total Funding Adjustments

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	(2,868,993)	(2,795,568)
Requirements		
Gross Appropriations	1,396,991	(889,737)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	(4,250,800)	(1,921,321)
Net County Cost	15,184	(15,490)
Positions	—	—

## Administrative Services (3011P)

**1. Fund Balance Adjustment:** Fund Balance is adjusted based on actuals from the prior year, and a corresponding adjustment is made to Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(4,164,200)	(1,921,321)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	(4,164,200)	(1,921,321)
Net County Cost	—	—
Positions	—	—

**2. Sheriff's Advisory Board:** This action establishes support for activities associated with the Sheriff's Advisory Board.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	24,000	—
Requirements		
Gross Appropriations	24,000	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Equipment Licensing:** This action appropriates \$35,000 for Microsoft Intune licensing to support body-worn camera activities using Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	35,000	(35,000)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	—	—
Net County Cost	35,000	(35,000)
Positions	—	—

**4. Reserves Appropriations:** This action utilizes Reserves of \$33,100 for the LEAP Network information portal, \$35,000 for Microsoft Intune licensing to support body-worn camera activities, and \$18,500 for air support hangar expenses.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	(86,600)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	(86,600)	—
Net County Cost	(86,600)	86,600
Positions	—	—

**5. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefiting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	27,150	—
Intrafund Transfers	—	—
Net County Cost	27,150	—
Positions	—	—

## Support Services Division (3013P)

1. **Support Services Adjustments:** This action appropriates \$26,000 from the State Standard and Training for Corrections (STC) to support training efforts, and adjusts other miscellaneous appropriations to meet Net County Cost.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	47,150	—
Requirements		
Gross Appropriations	49,894	4,961
Intrafund Transfers	—	—
Net County Cost	2,744	4,961
Positions	—	—

2. **Bulletproof Vest Grant:** This action appropriates \$8,448 in grant funding through the Office of Justice Programs to obtain protective vests.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	8,448	(8,448)
Requirements		
Gross Appropriations	8,448	(8,448)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Forensic Laboratory Division (3017P)

1. **Federal 2019 DNA Backlog Grant:** This action appropriates the Federal 2019 DNA Backlog grant managed by the Sheriff's Office Forensic Laboratory to support DNA related processing, and associated equipment and supplies.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	290,899	—
Requirements		
Gross Appropriations	290,899	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—



## Patrol Division (3051P)

**1. Automated License Plate Readers:** The Sheriff's Office is helping to offset the cost of automated license plate reader equipment for City of Millbrae to support intelligence-led policing efforts.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	480,000	(480,000)
Requirements		
Gross Appropriations	480,000	(480,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Sheriff's Activities League Facility Rent:** This action appropriates rent associated with the building occupied by the Sheriff's Activities League.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	65,678	14,470
Requirements		
Gross Appropriations	65,678	14,470
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Measure K - Adjustments to Ongoing Initiatives:** This action updates Measure K allocation amounts.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	6,614	23,845
Requirements		
Gross Appropriations	6,614	23,845
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**4. Adjustments to Patrol Division:** This action makes adjustments to contracted law enforcement services.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	11,870
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	(11,870)
Positions	—	—

**Investigations Bureau (3053P)**

**1. Investigations Enhancements:** This action appropriates \$33,100 for the LEAP Network information portal using Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	33,100	(33,100)
Intrafund Transfers	—	—
Net County Cost	33,100	(33,100)
Positions	—	—

**2. Personnel Adjustments:** This action allocates revenue for negotiated personnel increases.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	10,442	8,581
Requirements		
Gross Appropriations	(4,268)	—
Intrafund Transfers	—	—
Net County Cost	(14,710)	(8,581)
Positions	—	—

## Homeland Security Division (3055P)

1. **Measure K- Adjustments to Ongoing Initiatives:** This action updates Measure K allocation amounts.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,976	2,035
Requirements		
Gross Appropriations	1,976	2,035
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

2. **Oil Spill Contingency Plan Grant:** This action appropriates \$10,000 in grant funding through the California Department of Fish and Wildlife to support the implementation of an oil spill contingency plan.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	10,000	(10,000)
Requirements		
Gross Appropriations	10,000	(10,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

3. **Air Support Hangar:** This action transfers the Sheriff's Office airplane and various assets from the existing hangar at the San Carlos Airport to a larger updated hangar.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	18,500	(18,500)
Intrafund Transfers	—	—
Net County Cost	18,500	(18,500)
Positions	—	—

## Corrections Division (3101P)

**1. Correctional Facility Body Scanners:** Two body scanners are being purchased and placed at the Maple Street Correctional Center and Maguire Correctional Facility in order to detect hidden contraband.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	350,000	(350,000)
Requirements		
Gross Appropriations	350,000	(350,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Correctional Food Services:** This action moves an appropriation of \$13,720 within the Correctional Food services budget to better reflect anticipated costs. There is no net dollar change.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Message Switch (1940B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	81,165	(80,139)
Requirements		
Gross Appropriations	22,000	(22,000)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	59,165	(58,139)
Net County Cost	—	—
Positions	—	—

**1. Fund Balance Adjustment:** Collections from external agencies exceeded the expenditures resulting in positive Fund Balance variance.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	81,165	(80,139)
Requirements		
Gross Appropriations	22,000	(22,000)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	59,165	(58,139)
Net County Cost	—	—
Positions	—	—

## Probation Department (3200B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### Total Funding Adjustments

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	5,327,126	353,790
Requirements		
Gross Appropriations	258,102	244,767
Intrafund Transfers	—	—
Contingencies/Dept Reserves	4,986,971	—
Net County Cost	(82,053)	(109,023)
Positions	11	—

## Probation Department Administrative Services (3211P)

1. 3211P- Fund Balance Adjustments: Savings from FY 2018-19 have been set aside in Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,092,224	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	1,092,224	—
Net County Cost	—	—
Positions	—	—

**2. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefiting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	13,980	—
Intrafund Transfers	—	—
Net County Cost	13,980	—
Positions	—	—

**3. 3211P-Adjustment to Meet Net County Cost (NCC) Targets:** Reduce expenditure to meet NCC targets.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(100,064)	(123,255)
Intrafund Transfers	—	—
Net County Cost	(100,064)	(123,255)
Positions	—	—

**4. Adjustment to Balance Fund Balance and Reserves:** Reserves are increased to match the Fund Balance at the Probation Department Level budget. The use of Reserves in this decision package, under 3211P, is part of a larger change that involves Net County Cost (NCC) offsets found in 3227P and 3283P which zero out the NCC found in this package.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	774,113	—
Net County Cost	774,113	—
Positions	—	—

## Adult Services (3227P)

5. 3227P- Fund Balance Adjustment: Year end savings from FY 2018-19 have been set aside in Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	309,964	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	309,964	—
Net County Cost	—	—
Positions	—	—

6. **Pretrial Pilot Program Grant:** In summer 2019, San Mateo County was one of the grant recipients of a pretrial pilot program from the Judicial Council of California. This grant allows the Superior Court of the County to contract with the Probation Department to implement an enhancement to its existing Pretrial Services program. The new program will utilize a validated risk assessment tool to fairly and efficiently determine release based on the individual's risk to public safety and risk of failing to appear at future court hearings. This enhancement will also change the mechanism in which Deputy Probation Officers monitor defendants based on their risk levels.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,782,440	353,790
Requirements		
Gross Appropriations	1,786,471	368,022
Intrafund Transfers	—	—
Net County Cost	4,031	14,232
Positions	11	—

7. **Adjustment to Balance Fund Balance and Reserves:** Reduce the extra help and over time costs and increase reserves to eliminate the gap between fund balance and reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(146,256)	—
Intrafund Transfers	—	—
Net County Cost	(146,256)	—
Positions	—	—



## Juvenile Services (3253P)

8. 3253P- Fund Balance Adjustment: Year end savings from FY 2018-19 have been set aside in Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	680,890	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	680,890	—
Net County Cost	—	—
Positions	—	—

## Institutions Services (3283P)

9. 3283P-Fund Balance Adjustment: Year end savings from FY 2018-19 have been set aside in Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,461,608	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	1,461,608	—
Net County Cost	—	—
Positions	—	—

10. Adjustment to Balance Fund Balance and Reserves: Extra help and overtime costs have been reduced in order to match the reserves amount in FY 2019-20 and the Fund Balance in FY 2020-21 budgets.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(1,296,029)	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	668,172	—
Net County Cost	(627,857)	—
Positions	—	—

## District Attorney's Office (2510B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	866,547	(63,996)
Requirements		
Gross Appropriations	818,607	(26,949)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	461,314	—
Net County Cost	413,374	37,047
Positions	3	—

**1. Fund Balance Adjustment: Salary Savings:** Fund balance variance due to salary savings to be added to departmental reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	461,314	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	461,314	—
Net County Cost	—	—
Positions	—	—

**2. Measure K Rollover - DAOEA:** Rollover available funds from FY 2018-19 for contract forensic accounting. These one-time appropriations are removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	180,641	(180,641)
Requirements		
Gross Appropriations	180,641	(180,641)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Measure K - Adjustments to Ongoing Initiatives:** This action updates Measure K allocation amounts.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	28,088
Requirements		
Gross Appropriations	—	28,088
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**4. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefiting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	4,500	—
Intrafund Transfers	—	—
Net County Cost	4,500	—
Positions	—	—

**5. Limited Term Conversion - Deputy District Attorney II:** This action increases the number of authorized positions by one and reduces limited term positions by one. The cost of the added position is fully offset by a decrease in the allocation for extra help and with civil penalties received.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	224,592	88,557
Requirements		
Gross Appropriations	412,125	102,549
Intrafund Transfers	—	—
Net County Cost	187,533	13,992
Positions	3	—

**6. New Extra Help Position:** Extra Help Deputy District Attorney position to accommodate additional workload due to various long term leaves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	221,341	23,055
Intrafund Transfers	—	—
Net County Cost	221,341	23,055
Positions	—	—

## Coroner's Office (3300B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	48,990	—
Requirements		
Gross Appropriations	93,990	—
Intrafund Transfers	510	—
Contingencies/Dept Reserves	—	—
Net County Cost	45,510	—
Positions	1	—

**1. Seventh Deputy Coroner Position:** In June 2016, the Coroner's Office launched a pilot program in which a seventh Deputy Coroner position was introduced to accommodate the scene investigation of residential deaths of elder and dependent adults. Following the success of the pilot program, the Coroner's Office was granted Prop 172 funding for a permanent seventh Deputy Coroner position. This action converts extra help hours to cover the cost of the conversion of one term position to one permanent position using Prop 172 funding.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	159,255	—
Requirements		
Gross Appropriations	112,673	46,582
Intrafund Transfers	—	—
Net County Cost	(46,582)	46,582
Positions	1	—

**2. Fund Balance Adjustment:** Fund balance variance is offset by adjustments to appropriations in under-realized sub-units.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(110,265)	—
Requirements		
Gross Appropriations	(19,193)	(46,582)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	—	—
Net County Cost	91,072	(46,582)
Positions	—	—

**3. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefiting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	510	—
Intrafund Transfers	510	—
Net County Cost	1,020	—
Positions	—	—

# Attachment D

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SEPTEMBER REVISIONS

**HEALTH SERVICES**

## County Health

### Health Administration (5500B)

#### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	870	—
Intrafund Transfers	(870)	—
Net County Cost	—	—
Positions	—	—

**1. Fund Balance Adjustment:** Final Fund Balance was \$928 less than anticipated. This action adjusts Fund Balance and adds \$928 of Realignment revenue to offset the variance. There is no net dollar change.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars, through a transfer from Non-Departmental, to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	870	—
Intrafund Transfers	(870)	—
Net County Cost	—	—
Positions	—	—



## Health Coverage Unit (5510B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	(2,896,280)	(1,616,190)
Requirements		
Gross Appropriations	(2,909,427)	(1,616,190)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	14,077	—
Net County Cost	930	—
Positions	(1)	—

#### 1. Fund Balance Adjustment: Final Fund Balance is adjusted and placed in Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	14,077	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	14,077	—
Net County Cost	—	—
Positions	—	—

**2. Health Benefits Analyst:** With the transfer of administration of the California Children's Health Insurance Program (C-CHIP) from the County to the State, the Health Coverage Unit will no longer be performing the eligibility and enrollment functions for this program. As such, one vacant Health Benefits Analyst is deleted and the position is transferred to Aging and Adult Services. Medi-Cal Administrative Activities revenue is correspondingly decreased.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(115,171)	(4,364)
Requirements		
Gross Appropriations	(115,171)	(4,364)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	(1)	—

**3. California Children's Health Insurance Program (C-CHIP):** The San Mateo County Healthy Kids insurance will be ending on September 30, 2019, as the majority of the Healthy Kids members will be transitioning to the C-CHIP Medi-Cal coverage. As such, the County's CHIP revenue and premium costs paid to the Health Plan of San Mateo are reduced. A small number of Healthy Kids members who are not eligible to transition to the C-CHIP Medi-Cal Coverage program will have their health insurance premiums paid for one year by the Healthy Kids Trust Fund, which was created by funders when the program was launched.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(2,795,186)	(1,611,826)
Requirements		
Gross Appropriations	(2,795,186)	(1,611,826)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**4. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	930	—
Intrafund Transfers	—	—
Net County Cost	930	—
Positions	—	—

## Public Health, Policy and Planning (5550B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	1,085,454	(740,653)
Requirements		
Gross Appropriations	953,716	(848,585)
Intrafund Transfers	—	—
Net County Cost	(131,738)	(107,932)
Positions	14	—

**1. Final Fund Balance Adjustment: Lifecycle Refresh:** This action adjusts and allocates Fund Balance to the lifecycle refresh project that is currently underway.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	541	(541)
Requirements		
Gross Appropriations	541	(541)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Whole Person Care Waiver:** The Whole Person Care budget runs on a calendar year with potential opportunities to roll over unused funds. The State has now completed review of Program Year 3 and approved roll over funding for Program Year 4. This action appropriates those roll over funds, which will be used for emerging client needs and additional administrative infrastructure.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	776,986	(776,986)
Requirements		
Gross Appropriations	772,986	(772,986)
Intrafund Transfers	—	—
Net County Cost	(4,000)	4,000
Positions	—	—

**3. Youth Commission Oversight Transfer:** The Youth Commission oversight is being transferred from Public Health Policy and Planning to the County Manager's Office, effective November 1, 2019. This action adjusts Net County Cost accordingly.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(87,749)	(65,584)
Intrafund Transfers	—	—
Net County Cost	(87,749)	(65,584)
Positions	—	—

**4. CNA and UAPD Salary and Benefit Offset:** Medi-Cal Administrative Activities revenues are adjusted based on recent salary and benefit increases.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	44,759	46,345
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(44,759)	(46,345)
Positions	—	—

**5. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	4,770	—
Intrafund Transfers	—	—
Net County Cost	4,770	—
Positions	—	—

**6. Limited Term Conversion: Whole Person Care Unclassified Positions:** This action increases the number of authorized Case Management/Assessment Specialist - Unclassified positions by 13, and reduces limited term positions by 13. These positions are within the Bridges to Wellness program. Funding for these positions has been guaranteed through FY 2021-22.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	241,512	(8,997)
Requirements		
Gross Appropriations	241,512	(8,997)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	13	—

**7. Communicable Disease Investigator Unclassified:** To help meet ongoing new legislation for Tuberculosis provisions for physicians, a vacant unclassified position from Family Health is deleted. This position is transferred to Public Health, Policy, and Planning as an unclassified Communicable Disease Investigator. Funding for this position is secured through FY 2021-22.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	21,656	(474)
Requirements		
Gross Appropriations	21,656	(477)
Intrafund Transfers	—	—
Net County Cost	—	(3)
Positions	1	—

## Health IT (5560B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	1,615,654	163,409
Requirements		
Gross Appropriations	1,616,464	163,409
Intrafund Transfers	(810)	—
Net County Cost	—	—
Positions	—	—

**1. Fund Balance Adjustment:** This action carries forward and allocates Fund Balance to the following projects: Electronic Health Record, Digital Workplace, and Health Information Exchange in FY 2019-20, and Electronic Health Record and Health Information Exchange in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	822,005	(822,005)
Requirements		
Gross Appropriations	822,005	(822,005)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Whole Person Care Incentive:** Whole Person Care revenue is assigned to Health IT for Business Intelligence activities related to reporting requirements of the grant and continued work on the Electronic Health Record project.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	793,649	985,414
Requirements		
Gross Appropriations	793,649	985,414
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars, through a transfer from Non-Departmental, to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	810	—
Intrafund Transfers	(810)	—
Net County Cost	—	—
Positions	—	—

## Emergency Medical Services GF (5600B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	1,385,244	(9,806)
Requirements		
Gross Appropriations	1,376,454	(13,796)
Intrafund Transfers	(360)	—
Contingencies/Dept Reserves	1	—
Net County Cost	(9,149)	(3,990)
Positions	—	—

**1. Fund Balance Adjustment:** Final Fund Balance has been calculated and allocated to Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	1	—
Net County Cost	—	—
Positions	—	—

**2. Health Emergency Preparedness Grants:** The Emergency Preparedness FY 2019-20 grants proposals were approved in July with enhanced state requirements for supporting documentation. This change allows for more accurate tracking of those funds as agreed to with the State.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	34,001	16,361
Requirements		
Gross Appropriations	34,001	(99,500)
Intrafund Transfers	—	—
Net County Cost	—	(115,861)
Positions	—	—

**3. Clinical Nurse:** This action reconciles the budget with a Salary Resolution Amendment passed by the Board of Supervisors in September. A Public Health Nurse is deleted and a Clinical Nurse is added.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	19,913	—
Requirements		
Gross Appropriations	10,764	—
Intrafund Transfers	—	—
Net County Cost	(9,149)	—
Positions	—	—

**4. Measure K Allocation: Medical Reserve Corps:** This action reallocates Measure K funds to create a Medical Reserve Corps modified with supplemental funds to match resource requirements. The total allocation for the Medical Reserve Corps is \$78,000 per year.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	37,450	25,000
Requirements		
Gross Appropriations	37,450	25,000
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**5. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars, through a transfer from Non-Departmental, to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	360	—
Intrafund Transfers	(360)	—
Net County Cost	—	—
Positions	—	—

**6. EMS Fellow:** This action corrects the allocation for the EMS Fellow in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	(115,861)
Requirements		
Gross Appropriations	—	(3,990)
Intrafund Transfers	—	—
Net County Cost	—	111,871
Positions	—	—



**7. Ambulance Single Payment Model:** The new multiyear 911 Ambulance agreement was approved by the Board of Supervisors in June and agrees to shift AMR payments entirely through the EMS budget unit. This action allocates resources for all other County payments, including Dispatch and Radio maintenance, into this unit and is offset by fees received.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,293,879	64,694
Requirements		
Gross Appropriations	1,293,879	64,694
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Emergency Medical Services Fund (5630B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	563,820	(563,820)
Requirements		
Gross Appropriations	563,820	(563,820)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**1. Fund Balance Adjustment:** This action adjusts and allocates final Fund Balance into additional one-time FY 2019-20 payments to Hospitals for uncompensated care as per Maddy fund regulations.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	563,820	(563,820)
Requirements		
Gross Appropriations	563,820	(563,820)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Aging and Adult Services (5700B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### Total Funding Adjustments

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	218,239	(108,698)
Requirements		
Gross Appropriations	203,026	(111,594)
Intrafund Transfers	—	—
Net County Cost	(15,213)	(2,896)
Positions	2	—

## Conservatorship Program (5700P)

**1. Fund Balance Adjustment:** This action reduces Fund Balance by \$65,844 to reflect the ending Reserves and Fund Balance in FY 2018-19. This reduction is offset by a \$65,844 increase to revenue. There is no net dollar change.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Limited Term Budget Adjustment:** This action reduces the salary and benefit allocation for limited term employees to offset the cost of limited term to permanent position conversions in other Aging and Adult Services programs.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(251,654)	(7,550)
Intrafund Transfers	—	—
Net County Cost	(251,654)	(7,550)
Positions	—	—

## Community-Based Programs (5720P)

**3. Measure K Allocation: Age Friendly Initiative:** This action allocates new Measure K funds to expand the Age Friendly Initiative for San Mateo County to the cities of Colma, San Mateo, and Foster City. The Age Friendly Initiative is a program designed to assist cities in their development and planning to meet requirements by the World Health Organization as age-friendly communities. Examples of requirements include developing a plan of action for housing, transportation, social participation, respect and social inclusion, civic participation and employment, communication and information, community support and health services, and outdoor spaces and buildings.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	117,000	(117,000)
Requirements		
Gross Appropriations	117,000	(117,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**4. Measure K Allocation: Supplemental Meals on Wheels:** This actions redirects Measure K funds to the Supplemental Meals on Wheels program. The Supplemental Meals on Wheels program provides meals for residents who do not meet the age requirements of the traditional Meals on Wheels program. The Supplemental Program serves approximately 7,800 meals a year.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	42,000	1,260
Requirements		
Gross Appropriations	42,000	1,260
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**5. Limited Term Conversion: Social Worker:** This action increases the number of authorized Social Worker positions by one and reduces limited term positions by one within the Partners for Independence Program. Partners for Independence is a case management program that provides intensive case management services for In-Home Supportive Services clients that are at risk of out of home placement and/or to prevent institutionalization. The program has been an on-going pilot since 2003. The Division has repurposed County/State/Federal funds to continue the success of the pilot to make this an on-going program. The permanent position is being transferred from the Health Coverage Unit through the deletion of a Benefits Analyst position.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	19,643	2,073
Requirements		
Gross Appropriations	145,470	5,848
Intrafund Transfers	—	—
Net County Cost	125,827	3,775
Positions	1	—

**6. Intergovernment Revenue Projection Adjustment:** This action reflects the anticipated net adjustment of intergovernmental funds based on revised estimates.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	19,953	2,896
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(19,953)	(2,896)
Positions	—	—

**7. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	4,740	—
Intrafund Transfers	—	—
Net County Cost	4,740	—
Positions	—	—

**8. Limited Term Conversion: Social Worker:** This action increases the number of authorized Social Worker positions by one and reduces limited term positions by one within the In-Home Supportive Services program. The permanent position is being created due to continued increase to IHSS caseload. This cost of this conversion is offset by Federal/State/Realignment funds as well as a reduction in the salary and benefit allocation for agile positions in another Aging and Adult Services program.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	19,643	2,073
Requirements		
Gross Appropriations	145,470	5,848
Intrafund Transfers	—	—
Net County Cost	125,827	3,775
Positions	1	—

### **IHSS Public Authority (5800B)**

#### **FY 2019-20 and FY 2020-21 Funding Adjustments**

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

#### **FY 2019-20 & FY 2020-21 Total Funding Adjustments**

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	(2,000,000)	(3,700,000)
Requirements		
Gross Appropriations	(2,000,000)	(3,700,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**1. Rebased IHSS Maintenance of Effort:** The IHSS Public Authority is obligated to provide a local IHSS Maintenance of Effort (IHSS MOE) for IHSS services. Last year, the amount was about \$16M and was scheduled to increase by seven percent annually. However, with the Governor's new budget, the IHSS MOE will be lower than previously projected and will only increase four percent annually thereafter. This favorable change is expected to reduce San Mateo's IHSS costs by \$2M in FY 2019-20 and an additional \$3.7M in FY 2020-21. The reduction to the IHSS MOE will reduce 1991 Realignment funds that would otherwise be designated to fund the IHSS MOE.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(2,000,000)	(3,700,000)
Requirements		
Gross Appropriations	(2,000,000)	(3,700,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Fund Balance Adjustment:** This action makes a small adjustment to Fund Balance to reflect the ending Reserves and Fund Balance in FY 2018-19, which is completely offset by an adjustment to revenue. There is no net dollar change.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Environmental Health Services (5900B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	98,352	(107,686)
Requirements		
Gross Appropriations	(36,910)	25,000
Intrafund Transfers	—	—
Contingencies/Dept Reserves	133,259	(133,259)
Net County Cost	(2,003)	(573)
Positions	—	—

**1. Measure K Allocation: Augmented Housing Inspection Program:** This action reduces the Measure K allocation for the Augmented Housing Inspection Program to reflect actual expenses. Excess revenue is redirected throughout County Health for other Measure K programs.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(40,000)	25,000
Requirements		
Gross Appropriations	(40,000)	25,000
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Fund Balance Adjustment:** This action adjusts Fund Balance and uses one-time savings from FY 2018-19 to assist with the structural deficit in FY 2019-20 and FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	133,259	(610,259)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	133,259	(133,259)
Net County Cost	—	477,000
Positions	—	—

**3. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	3,090	—
Intrafund Transfers	—	—
Net County Cost	3,090	—
Positions	—	—

**4. Fiscally Compliant Permit Process Revenue:** This action allocates one-time revenue to offset needed fee increases identified during a fee study to cover FY 2020-21 salary and benefit costs.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	477,000
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	(477,000)
Positions	—	—

**5. Revenue Adjustment:** This action adjusts revenue to cover expenses.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	5,093	573
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(5,093)	(573)
Positions	—	—

## Behavioral Health and Recovery Services (6100B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### Total Funding Adjustments

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	1,883,373	162,984
Requirements		
Gross Appropriations	1,688,520	39,680
Intrafund Transfers	—	—
Net County Cost	(194,853)	(123,304)
Positions	—	—



## Behavioral Health and Recovery Admin (6110P)

**1. Measure K Adjustments:** This action adjusts the Measure K allocation for the Parenting Project and Mental Health First Aid program.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(97,066)	14,085
Requirements		
Gross Appropriations	(97,066)	14,085
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Community Based Organizations COLA:** This action accounts for COLA increases for Community Based Organization contracts. These COLA increases were previously approved by the Board of Supervisors for FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	1,677,235
Requirements		
Gross Appropriations	—	169,326
Intrafund Transfers	—	—
Net County Cost	—	(1,507,909)
Positions	—	—

**3. One-Time Substance Abuse Block Grant:** Department of Health Care Services approved one-time Substance Abuse Block Grant (SABG) funding to strengthen San Mateo Behavioral Health & Recovery Services System of Care. The one-time SABG will be used to support early intervention services, data collection and reporting, and workforce development.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	175,000	(175,000)
Requirements		
Gross Appropriations	175,000	(175,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**4. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	16,320	—
Intrafund Transfers	—	—
Net County Cost	16,320	—
Positions	—	—

**5. Federal Financial Participation:** This action adjusts Federal Financial Participation revenues due to recent increases in salary and benefit costs.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	206,462	122,660
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(206,462)	(122,660)
Positions	—	—

### Mental Health Youth Services (6130P)

**6. Fund Balance Adjustment:** This action adjusts and allocates Fund Balance toward the construction project at the Daly City Youth Center.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	300,000	(300,000)
Requirements		
Gross Appropriations	300,000	(300,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**7. Measure K Allocation: Early Childhood Community Teams:** This action adjusts the Measure K allocation for the Early Childhood Community Teams.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	97,066	(14,085)
Requirements		
Gross Appropriations	97,066	(14,085)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**8. Measure K Allocation: Daly City Partnership, Our Second Home:** This action allocates Measure K funding approved by the Board of Supervisors on July 23, 2019 to support Safety Net and Self-Sufficiency Supportive Services for Families and Seniors provided by the Daly City Peninsula Partnership Collaborative. Services include support group for parents of children with special needs and other family support programs.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	40,000	—
Requirements		
Gross Appropriations	40,000	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**9. Community Based Organizations COLA:** This action accounts for COLA increases for Community Based Organization contracts. These COLA increases were previously approved by the Board of Supervisors for FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	214,371
Intrafund Transfers	—	—
Net County Cost	—	214,371
Positions	—	—

**10. Measure K Allocation: Integrated Medication Assisted Treatment (IMAT):** Measure K funding for substance use residential treatment for adolescents is being redirected due to the inability to find contractors and low utilization of the program. The funding will now support the Integrated Medication Assistance Treatment (IMAT) team.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(131,139)	18,300
Requirements		
Gross Appropriations	(131,139)	18,300
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

### Mental Health Adult Services (6140P)

**11. Fund Balance Adjustment: Joint Commission/CMS Finding:** SMMC received a Joint Commission/CMS finding in 2018 which identified ligature (risk of patient hanging) hazards in 3 A/B. Like most hospitals that provide psychiatric services, SMMC must make substantial physical plant improvements to address this finding. Construction is set to begin in the coming months to minimize these risks and as a result the number of available beds in the SMMC locked psychiatry unit will be reduced from 32 to 17. BHRS will have to place clients in other facilities at a higher cost, which for 17 clients will range from \$795,000 to \$1.6M annually. Fund balance savings exempted from the 50/50 split are used to assist with this increased expense.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	630,911	(630,911)
Requirements		
Gross Appropriations	630,911	(630,911)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**12. Clinical Services Manager II:** To better align operational needs a Health Services Manager II was deleted from Alcohol and Other Drugs and a Clinical Services Manager II was added. There is no overall change in position count.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	176,698	44,770
Intrafund Transfers	—	—
Net County Cost	176,698	44,770
Positions	1	—

**13. Realignment Funding:** This action corrects the allocation of 1991 Realignment revenue by moving \$3.3M from Adult Administration to the Adult Resource Management cost center. There is no net dollar change.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**14. Supervising Mental Health Clinician:** This action deletes one Supervising Mental Health Clinician and adds one Supervising Psychologist to align division staffing needs for the Access Call Center.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	5,668	1,431
Intrafund Transfers	—	—
Net County Cost	5,668	1,431
Positions	—	—

**15. Community Based Organizations COLA:** This action accounts for COLA increases for Community Based Organization contracts. These COLA increases were previously approved by the Board of Supervisors for FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	648,405
Intrafund Transfers	—	—
Net County Cost	—	648,405
Positions	—	—

## Alcohol and Other Drug Services (6170P)

**16. Health Services Manager II:** To better support operational needs, a vacant Health Services Manager is deleted and a Clinical Services Manager II is added to Adult Services. There is no change in overall position count.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(187,077)	(46,842)
Intrafund Transfers	—	—
Net County Cost	(187,077)	(46,842)
Positions	(1)	—

**17. Measure K Allocation: Integrated Medication Assistance Treatment (IMAT):** Measure K funding for substance use residential treatment for adolescents is being redirected due to the inability to find contractors and low utilization of the program. The funding will now support the Integrated Medication Assistance Treatment (IMAT) team.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	131,139	(18,300)
Requirements		
Gross Appropriations	131,139	(18,300)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**18. Community Based Organizations COLA:** This action accounts for COLA increases for Community Based Organization contracts. These COLA increases were previously approved by the Board of Supervisors for FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	645,130
Intrafund Transfers	—	—
Net County Cost	—	645,130
Positions	—	—

**19. One-Time Substance Abuse Block Grant:** Department of Health Care Services approved one-time Substance Abuse Block Grant (SABG) funding to strengthen San Mateo Behavioral Health & Recovery Services System of Care. The one-time SABG will be used to support early intervention services, data collection and reporting, and workforce development.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	531,000	(531,000)
Requirements		
Gross Appropriations	531,000	(531,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

### Family Health Services (6240B)

#### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	77,641	62,791
Requirements		
Gross Appropriations	(141,266)	(4,803)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	119,467	—
Net County Cost	(99,440)	(67,594)
Positions	(1)	—

**1. Fund Balance Adjustment:** Final Fund Balance is adjusted and placed in Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	119,467	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	119,467	—
Net County Cost	—	—
Positions	—	—

**2. Measure K Allocation Adjustments:** This action adjusts the Measure K allocations for Home Visit Expansion and Pre to Three.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(9,579)	288
Requirements		
Gross Appropriations	(9,579)	288
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Salary and Benefit Increases:** This action adjusts revenue to cover increased salary and benefit costs.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	105,470	67,595
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(105,470)	(67,595)
Positions	—	—

**4. Dietitian:** To better align organizational needs, a vacant Dietitian-Unclassified is deleted and the position transferred to the Public Health, Policy, and Planning. Revenue is adjusted accordingly.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(137,717)	(5,092)
Requirements		
Gross Appropriations	(137,717)	(5,091)
Intrafund Transfers	—	—
Net County Cost	—	1
Positions	(1)	—



**5. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	6,030	—
Intrafund Transfers	—	—
Net County Cost	6,030	—
Positions	—	—

### Correctional Health Services (6300B)

#### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	20,447	(48,001)
Requirements		
Gross Appropriations	24,617	(8,360)
Intrafund Transfers	—	—
Net County Cost	4,170	39,641
Positions	2	—

**1. Fund Balance Adjustment:** This action reduces Fund Balance, which is completely offset by a one-time increase to Realignment revenue.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Measure K Allocation: Jail Alternate Program:** This action adjusts the Measure K allocation for the Jail Alternate Program.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(9,133)	(18,421)
Requirements		
Gross Appropriations	(9,133)	(18,421)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	4,170	—
Intrafund Transfers	—	—
Net County Cost	4,170	—
Positions	—	—

**4. Limited Term Conversions:** This action increases the number of authorized Psychiatric Social Worker and Registered Dental Assistant positions by two, and reduces limited term positions by two. These positions will help reduce the wait time for dental and other services. One-time Realignment revenue is used to fund the first year and an increase in Net County Cost has been granted for FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	29,580	(29,580)
Requirements		
Gross Appropriations	29,580	10,061
Intrafund Transfers	—	—
Net County Cost	—	39,641
Positions	2	—

**San Mateo Medical Center (6600B)****FY 2019-20 and FY 2020-21 Funding Adjustments**

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

**FY 2019-20 & FY 2020-21 Total Funding Adjustments**

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	46,560,151	(979,290)
Requirements		
Gross Appropriations	40,552,916	7,686
Intrafund Transfers	(43,890)	—
Non-General Fund Reserves	2,820,030	(2,820,030)
Net County Cost	(3,231,095)	(1,833,054)
Positions	—	—

**1. Human Resources Technician:** This action moves a Human Resources Technician position from the Finance Administration department to the Human Resources department within the Medical Center to align with current department needs. There is no net dollar change.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Limited Term Conversions: Respiratory Technicians:** This action converts three filled limited term Respiratory therapy positions to permanent. One conversion was previously approved on the August 6, 2019 Salary Resolution Amendment and the remaining two will be approved in September. These positions are necessary to safely meet the respiratory needs of patients, especially those in the hospital and on ventilators. Three vacant Medical Services Assistant positions are deleted.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(191,703)	7,686
Intrafund Transfers	—	—
Net County Cost	(191,703)	7,686
Positions	—	—

**3. Sonrisas Dental Contract:** This action accounts for the recent agreement with Sonrisas Dental Health to provide dental care for Medi-Cal patients on the waiting list. This will result in additional dental visits, patient care revenue, and contract expense.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	206,400	—
Requirements		
Gross Appropriations	174,000	—
Intrafund Transfers	—	—
Net County Cost	(32,400)	—
Positions	—	—

**4. Whole Person Care Funding:** This action increases Whole Person Care revenue and expenses to accommodate the required intergovernmental transfer based on current projections of rollover funding from the prior year program funding.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	26,729	—
Requirements		
Gross Appropriations	26,729	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**5. Realignment Revenue for Engineering Trailers:** This action uses one-time Realignment revenues to assist with the cost of construction trailers at 37th Avenue.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	500,000	—
Requirements		
Gross Appropriations	500,000	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**6. Brius Management Contract:** The Medical Center is changing how the patient revenue and the contract expenses generated by Burlingame Skilled Nursing (formerly Burlingame Long Term Care) operations managed by Brius, LLC is reflected in the budget. The Medical Center has a management agreement with Brius for the use of the Medical Center license so that Burlingame Skilled Nursing can operate as a Distinct Part Skilled Nursing Facility. Brius owns the building and all of the assets associated with Burlingame Skilled Nursing except the license. Currently the revenue and expenses of \$40M is recognized on the balance sheet and not reflected within the operating budget of the Medical Center. We have recently undergone a state audit and appeal of the rates in which the relationship with Brius was questioned, in part, due to how this transaction was recorded. This decision package now moves this transaction to the operating budget, reinforcing the relationship between the County and Brius LLC as a management services contract, rather than as a related party. There is no change to the County Contribution or impact to the Medical Center's operating budget as a result of this change. Any shortfalls in revenue for Burlingame Skilled Nursing will continue to result in a lower management fee payment to Brius under the current agreement.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	40,000,000	—
Requirements		
Gross Appropriations	40,000,000	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**7. Fund Balance Adjustment:** Fund Balance is adjusted and placed in Reserves to offset salary and benefit increases in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	5,827,022	(3,006,992)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Non-General Fund Reserves	2,820,030	(2,820,030)
Net County Cost	(3,006,992)	186,962
Positions	—	—

**8. Medi-Cal Waiver:** This action is part of the Medical Center's continued work to cover the budget gap in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	2,027,702
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	(2,027,702)
Positions	—	—

**9. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars, through a transfer from Non-Departmental, to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	43,890	—
Intrafund Transfers	(43,890)	—
Net County Cost	—	—
Positions	—	—

### Contributions to Medical Center (5850B)

#### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	43,890	—
Intrafund Transfers	—	—
Net County Cost	43,890	—
Positions	—	—

**1. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars, through a transfer from Non-Departmental, to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	43,890	—
Intrafund Transfers	—	—
Net County Cost	43,890	—
Positions	—	—

## First 5 San Mateo County (1950B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	4,020,934	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Non-General Fund Reserves	4,020,934	—
Net County Cost	—	—
Positions	—	—

#### 1. Fund Balance Adjustment: Final Fund Balance is set aside in Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,392,027	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Non-General Fund Reserves	1,392,027	—
Net County Cost	—	—
Positions	—	—

#### 2. Fund Balance Adjustment: OFAS Reconciliation: A one-time Fund Balance Adjustment is made to reconcile with the OFAS Beginning Trust Account Balance as of July 1, 2019.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	2,628,907	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Non-General Fund Reserves	2,628,907	—
Net County Cost	—	—
Positions	—	—



# **Attachment D**

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**SEPTEMBER REVISIONS**

**SOCIAL SERVICES**

## Human Services Agency (7000D)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	7,575,786	(259,630)
Requirements		
Gross Appropriations	1,506,258	879,410
Intrafund Transfers	107,798	6,111
Contingencies/Dept Reserves	5,862,445	(1,160,000)
Net County Cost	(99,285)	(14,849)
Positions	2	—

## Office of Agency Director (7010B)

**1. Adj to Offset S&B Increase:** This action adds additional reimbursements needed to cover the Salary and Benefit increases as a result of the labor union negotiations.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	(6,163)	(32,558)
Net County Cost	(6,163)	(32,558)
Positions	—	—

**2. Fund Balance Adjustment: Litigation:** This action removes Fund Balance that was utilized for litigation expenses in FY 2018-19. The Human Services Agency originally budgeted \$4.9M in Fund Balance in FY 2019-20 for these expenses, however, a portion was paid in FY 2018-19.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(2,858,654)	2,858,654
Requirements		
Gross Appropriations	(2,858,654)	2,858,654
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. PC Refresh Line Item Shifts:** This action realigns appropriated funding to better match the Human Services Agency's current computer workstation upgrade and maintenance needs. There is no net dollar change.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**4. A/P Invoice Tracking Automation Project:** This action adds appropriation to support automation of the Human Services Agency's financial services operations. This project creates a new module within the current Invoice Tracker that will be used by the Budget Support Unit within the Financial Services Branch. The module will track the invoices received from General Accounting, as well as invoices that are to be processed as journal entries, assign invoice processor, and provide the invoice status and completion date. The project will begin in late FY 2019-20 and continue in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	100,000	130,000
Requirements		
Gross Appropriations	100,000	130,000
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**5. Claiming/Reconciliation Software Project:** This action adds appropriation to support automation of the Human Services Agency's financial services operations. This project will automate the reconciliation process for cash benefit issuances completed daily by the Fiscal Office Specialist in the Warrants Desk. The project will begin in late FY 2019-20 and continue in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	80,000	—
Requirements		
Gross Appropriations	80,000	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**6. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	24,600	—
Intrafund Transfers	—	—
Net County Cost	24,600	—
Positions	—	—

**7. Fixed Assets:** This action adds an appropriation for potential fixed assets and equipment needed during the year.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	250,000	—
Requirements		
Gross Appropriations	250,000	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**8. Emergency Services Budget Transfer:** This action realigns the Human Services Agency's Emergency Services program from Administration 7010P, Org 70137, to Community Capacity 7520P, Org 75231.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(170,734)	1,662
Intrafund Transfers	170,734	(1,662)
Net County Cost	—	—
Positions	—	—

**9. Agency Reserves and Fund Balance:** This action adjusts Agency Fund Balance and Reserves in FY 2019-20.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	5,862,445	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	5,862,445	—
Net County Cost	—	—
Positions	—	—

**10. Reduction of Reserves due to Fund Balance Usage:** This action reduces Reserves due to Fund Balance used to fund one-time projects.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	(1,160,000)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	—	(1,160,000)
Net County Cost	—	—
Positions	—	—

**Economic Self-Sufficiency (7220B)**

**1. Adjustment to Offset Salary and Benefit Increase:** This action adds additional revenue and Cost Applied needed to cover the Salary and Benefit increases as a result of the labor union negotiations.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	69,189	13,084
Requirements		
Gross Appropriations	6,163	32,558
Intrafund Transfers	—	—
Net County Cost	(63,026)	19,474
Positions	—	—

**2. Daly City Project:** This action appropriates funding for Economic Self Sufficiency's share of Agency staff managed facility improvements to the Daly City 92nd Street offices, which are leased from the City of Daly City. The improvements include hazardous material abatement, ADA modifications, and refurbishing of the restrooms. In addition, children's visitation and observation rooms and client interview areas are included. This will align the 92nd street facility with the new client-facing models that have been adopted throughout the County.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	201,560	(201,560)
Requirements		
Gross Appropriations	201,560	(201,560)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Convert BA III to HSPPA and Transfer from ESS to SD:** This action deletes one vacant Benefit Analyst (BA) III position, class G069, from the Economic Self Sufficiency (ESS) branch. The position will be converted to a Human Services Program Policy Analyst (HSPPA) and will be transferred to ESS Staff Development, where the position is needed to conduct additional induction training for BAs to support the needs of ESS.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	24,625	9,295
Requirements		
Gross Appropriations	24,625	9,295
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**4. Measure K Allocation: FY 2020-21 3% COLA Increase:** This action provides a 3% COLA in FY 2020-21 to the Measure K funded contracts which provide food assistance.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	4,635
Requirements		
Gross Appropriations	—	4,635
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**5. Human Services Manager II - Share of Cost:** This action adds appropriation and funding for Economic Self Sufficiency's share of cost of adding one Human Services Manager-II (D091) position for the purpose of overseeing agency-wide emergency services.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	76,811	29,390
Requirements		
Gross Appropriations	76,811	29,390
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**6. Fixed Assets:** This action adds an appropriation for potential fixed assets and equipment needed during the year.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	125,000	—
Requirements		
Gross Appropriations	125,000	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**7. CalSAWS Planning and Development:** This action provides appropriation for planning, development, and preparation for the CALSAWS migration (replacement for current CalWIN System) in the form of a contract for Project Management and consultation.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	350,000	—
Requirements		
Gross Appropriations	350,000	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Aid Payments (7240B) Employment Services (7320B)

**1. Adj to Offset S&B Increase:** This action adds additional revenue needed to cover the Salary and Benefit increases as a result of the labor union negotiations under the Employment Services program.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	9,806	316
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(9,806)	(316)
Positions	—	—

**2. Adj to Offset S&B Increase:** This action adds additional revenue needed to cover the Salary and Benefit increases as a result of the labor union negotiations under the Child Care Services program.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,800	56
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(1,800)	(56)
Positions	—	—

**3. Human Services Manager II - Share of Cost:** This action adds appropriation and funding for Employment Services' share of cost of adding one Human Services Manager-II (D091) position for the purpose of overseeing agency-wide emergency services.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	23,043	8,817
Requirements		
Gross Appropriations	23,043	8,817
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—



## Vocational Rehab Services (7330B)

**1. Senior Management Analyst - VRS Catering:** This action adds one Senior Management Analyst (D185) to VRS Catering in order to facilitate expansion of the Catering work experience and food handling certification program.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	134,784	52,026
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	134,784	52,026
Net County Cost	—	—
Positions	1	—

**2. Vocational Rehab Counseling Supervisor:** This action deletes one vacant Vocational Rehabilitation Counseling Supervisor position (G100) from Vocational Rehabilitation Services in order to add one position for the purpose of overseeing agency-wide emergency services and veterans programs.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(126,072)	(48,022)
Intrafund Transfers	126,072	48,022
Net County Cost	—	—
Positions	(1)	—

**3. Adj to Offset S&B Increase:** This action adds additional reimbursements needed to cover the Salary and Benefit increases as a result of the labor union negotiations.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	(5,998)	(218)
Net County Cost	(5,998)	(218)
Positions	—	—

**4. Fixed Assets:** This action adds an appropriation for potential fixed assets and equipment needed during the year.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	125,000	—
Requirements		
Gross Appropriations	125,000	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Children and Family Services (7420B)

**1. Measure K Allocation: FY 2020-21 3% COLA Increase:** This action provides a 3% COLA in FY 2020-21 to the Measure K funded contracts which provide child welfare services.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	54,940
Requirements		
Gross Appropriations	—	54,940
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. CFS Add PSWII/Delete MFT I:** This action adds one Psych Social Worker II (G035) and deletes one Marriage Family Therapist I (G121) position to serve the needs of the Agency in implementing the Child Family Team initiative as part of the AB403/Continuum of Care Reform implementation and also builds consistency in job classifications.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	12,253	4,628
Requirements		
Gross Appropriations	12,253	4,628
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Adj to Offset S&B Increase:** This action adds additional revenue needed to cover the Salary and Benefit increases as a result of the labor union negotiations.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	31,509	1,015
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(31,509)	(1,015)
Positions	—	—

**4. OHP-Short Term Residential Treatment Program (STRTP):** This action: adds one Mental Health Program Specialist and deletes one Psych Social Worker position; adds one Community Worker and deletes one Office Assistant position; adds appropriation for an interagency agreement for a (0.50) Child Psychiatrist; and funds ongoing costs in response to the State's Continuum of Care Reform (CCR). San Mateo County received the STRTP provisional licensure/approval to operate under the 12 bed facility starting in FY 2019-20. Currently, the majority of the County's foster children who require a higher level of care are placed in out-of-county group homes. Converting the Receiving Home to an STRTP allows the County to keep those children in their community and enable them to have a smoother transition from the residential therapeutic facility to a foster or relative's home.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	548,159	22,346
Requirements		
Gross Appropriations	548,159	22,346
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**5. Adj to Offset S&B Increase:** This action adds additional revenue needed to cover the Salary and Benefit increases as a result of the labor union negotiations.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	798	27
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(798)	(27)
Positions	—	—

**6. Automated Scheduler:** This action appropriates funding for Child Welfare Services to fund the scheduling software needs by the Transportation Officers and Family Care Workers who are providing support to the Social Workers by transporting clients, visitation services, and other support as needed. The schedulers are currently managing several Outlook calendars to meet the scheduling needs. There is currently software that can assist with scheduling that can identify gaps in coverage and help manage staff availability. The ability to quickly identify availability will assist the leadership team with appropriately assigning staff according to trends that are based on data. This solution could also potentially be used to more effectively manage coverage for oncall social workers.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	300,000	(300,000)
Requirements		
Gross Appropriations	300,000	(300,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**7. Fleet Replacement:** This action appropriates funding for Child Welfare Services to fund the replacement of 34 loaner cars that are being used by Children and Family Services staff to transport kids to their hearings, visitations, dental, and medical appointments.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,020,000	(1,020,000)
Requirements		
Gross Appropriations	1,020,000	(1,020,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**8. Orange and Grand Renovation:** This action appropriates funding for Child Welfare Services to address facility and furniture needs for the Transitional Housing Units in South San Francisco.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,000,000	(1,000,000)
Requirements		
Gross Appropriations	1,000,000	(1,000,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**9. Measure K Allocation: Offset S&B Increase:** This action adds additional revenue needed to cover the Salary and Benefit increases as a result of the labor union negotiations.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	4,785	133
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(4,785)	(133)
Positions	—	—

**10. Human Services Manager II - Share of Cost:** This action adds appropriation and funding for Child Welfare Services' share of the cost of adding one Human Services Manager-II (D091) position for the purpose of overseeing agency-wide emergency services.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	53,767	20,573
Requirements		
Gross Appropriations	53,767	20,573
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**11. Staff Development - Children's Services Social Work Supervisor:** This action moves the Children's Services Social Work Supervisor (G094) budget from 74251 Child Welfare Services to 74205 Staff Development Support unit to conduct qualitative case reviews to meet the case review requirements for the Federal Child and Family Services Review (CFSR). The California Department of Social Services encourages counties to use staff in job classifications at least equal to first line supervisory level. This Children's Services Social Work Supervisor position will be responsible for reviewing approximately 17 cases quarterly (70 annually) and the review will include review of the case file as well as conducting interviews with key case participants (child(ren), child(ren) caregiver or parents, social worker, others). There is no net dollar change.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**12. Adoption Program - Children's Services Social Work Supervisor:** This action moves the Children's Services Social Work Supervisor (G094) budget from 74255 Court Officers to 74251 Child Welfare Services to oversee staffing in the Adoption unit. The Children and Family Services Adoption unit is responsible for facilitating the adoption process for both the family that is adopting and the child who is being adopted. There is no net dollar change.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**13. Human Services Manager I:** This action adds one Human Services Manager (HSM) I in Child Welfare Services, in order to address current staffing needs. This HSM I would be responsible for overseeing the daily operations of the Court Officers unit. In addition, the Interagency Agreement has been reduced in the amount of this expense, as the position will be brought in-house.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	1	—

## Homeless and Safety Net Services (7510B)

**1. Measure K Allocation: FY 2020-21 3% COLA Increase:** This action provides a 3% COLA in FY 2020-21 to the Measure K funded contracts which provide homeless services.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	235,443
Requirements		
Gross Appropriations	—	235,443
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Term/Agile Position - Accountant II:** This action appropriates the expense needed to support a term Accountant-II position to support the Homeless Emergency Aid Program (HEAP). This position is funded by the HEAP grant. Original HEAP grant and expenditure previously added into FY 2019-21. There is no net dollar change.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Measure K Allocation: HOPE Plan Implementation HSAHI Increase:** This action increases Measure K appropriation for the HOPE Plan Implementation (HSAHI) to cover additional administrative costs.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	29,106	(28,110)
Requirements		
Gross Appropriations	29,106	(28,110)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Community Capacity (7520B)

**1. Measure K Allocation: FY 2020-21 3% COLA Increase:** This action provides a 3% COLA in FY 2020-21 to the Measure K funded contracts which provide: 1) Veterans Services and 2) Domestic Violence Prevention programs.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	4,662
Requirements		
Gross Appropriations	—	4,662
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Human Services Manager-II - Emergency Services and Veterans Programs:** This action adds one Human Services Manager-II (D091) position for the purpose of overseeing agency-wide emergency services and veterans programs, and adds operational appropriation to support the position.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	311,631	59,499
Intrafund Transfers	(311,631)	(59,499)
Net County Cost	—	—
Positions	1	—



# Attachment D

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SEPTEMBER REVISIONS

**COMMUNITY SERVICES**

## Planning and Building (3800B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### Total Funding Adjustments

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	611,020	(643,748)
Requirements		
Gross Appropriations	945,755	(478,408)
Intrafund Transfers	(12,000)	(18,011)
Net County Cost	322,735	147,329
Positions	9	—

## Administration and Support (3810P)

**1. New Position: Assistant Director:** One Assistant Director is added to provide additional support to the Director and have a dedicated management staff to oversee and streamline the land use permitting process.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	189,793	93,069
Intrafund Transfers	—	—
Net County Cost	189,793	93,069
Positions	1	—

**2. Fund Balance Adjustment: Accela Refresh Project:** Final Fund Balance is adjusted and appropriated to the Accela system upgrade. The Department is working with the vendor (Avocette) to hit the "restart" button and revisit the business workflows due to recent process changes. The Department is planning to enlist the help of ISD by way of a Project Manager to help shepherd the project to completion. Fund Balance will be used to help offset the additional costs of the contract and the costs of an ISD Project Manager. FY 2020-21 Fund Balance is reduced to meet NCC target.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	308,661	(425,638)
Requirements		
Gross Appropriations	308,661	(308,661)
Intrafund Transfers	—	—
Net County Cost	—	116,977
Positions	—	—

**3. Limited Term Conversion: GIS Technician II:** This action increases the number of authorized positions by one GIS Technician II and reduces limited term positions by one to bring stability and consistency to the unit, department, and other departments served by GIS. The cost of the added position is partially offset by a decrease in the allocation for term staff.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	14,100	6,931
Intrafund Transfers	—	—
Net County Cost	14,100	6,931
Positions	1	—

**4. Limited Term Conversion: LAFCo Administrative Secretary II:** This action increases the number of authorized positions by one Administrative Secretary II and reduces limited term positions by one to better support LAFCo and the Airport Roundtable. The increased costs of the position are fully reimbursed by LAFCo and the Airport Roundtable.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	11,999	6,012
Intrafund Transfers	(12,000)	(18,011)
Net County Cost	(1)	(11,999)
Positions	1	—

**5. Extra Help Conversion: Office Specialist:** This action increases the number of authorized positions by one Office Specialist in the Word Processing Unit and reduces extra help positions by one. The costs of the added position is partially offset by a decrease in the extra help allocation.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	21,197	9,880
Intrafund Transfers	—	—
Net County Cost	21,197	9,880
Positions	1	—

**6. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	2,670	—
Intrafund Transfers	—	—
Net County Cost	2,670	—
Positions	—	—

**7. Contract Adjustments:** Funds are appropriated in Other Professional Contract Services to cover additional anticipated contract costs for special projects including green infrastructure and scanning of microfiche files.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	132,725	(132,725)
Intrafund Transfers	—	—
Net County Cost	132,725	(132,725)
Positions	—	—

**8. Pay Adjustments in Year 2 :** The Department projects lower costs for term/extra help salaries in Year 2, in anticipation of the termination of extra help staff with the exception of the Management Analyst term position.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	(50,000)
Intrafund Transfers	—	—
Net County Cost	—	(50,000)
Positions	—	—

### Code Compliance Program (3820P)

**9. New Position: Code Compliance Officer III:** One Code Compliance Officer III is added to bring stability to the Code Compliance unit.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	104,546	42,723
Intrafund Transfers	—	—
Net County Cost	104,546	42,723
Positions	1	—

**10. Limited Term Conversion: Code Compliance Officer II:** This action increases the number of authorized positions by one Code Compliance Officer II and reduces limited term positions by one. The cost of the added position is partially offset by a decrease in budget for term staff.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(67,501)	25,541
Intrafund Transfers	—	—
Net County Cost	(67,501)	25,541
Positions	1	—

## Long Range Planning Services (3830P)

**11. New Position: Senior (Transportation) Planner:** One Senior Planner is added to focus on the transportation infrastructure planning of large development projects.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	140,299	56,968
Intrafund Transfers	—	—
Net County Cost	140,299	56,968
Positions	1	—

**12. Limited Term Conversion: Planner III:** This action increases the number of authorized positions by one Planner III and reduces limited term positions in Long-Range Planning. The cost of the added position is partially offset by a decrease in the allocation for term staff.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(19,386)	35,420
Intrafund Transfers	—	—
Net County Cost	(19,386)	35,420
Positions	1	—

**13. Measure K Rollover: Affordable Housing Initiative (PLAHI):** Unspent Measure K funds from FY 2018-19 are rolled over and appropriated in FY 2019-20 for the Affordable Housing Initiative.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	302,359	(302,359)
Requirements		
Gross Appropriations	302,359	(302,359)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**14. Measure K Adjustment: Affordable Housing Initiative:** Measure K allocations are increased in FY 2020-21 for the Affordable Housing initiative to match the allocations approved by the County Manager's Office.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	4,249
Requirements		
Gross Appropriations	—	4,249
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

### Building Inspection (3842P)

**15. Administrative Assistant I/Building Plan Specialist Add/Delete:** One vacant Building Plan Specialist is deleted, and one Administrative Assistant I is added to better address the operational needs of the division.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(98,479)	28,859
Intrafund Transfers	—	—
Net County Cost	(98,479)	28,859
Positions	—	—

**16. Limited Term Conversion: Assistant Engineer:** This action increases the number of authorized positions by one Assistant Engineer and reduces limited term positions by one to support stormwater management activities in the department. The cost of the added position is partially offset by the reduction in term staff costs.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(15,965)	39,187
Intrafund Transfers	—	—
Net County Cost	(15,965)	39,187
Positions	1	—

**17. Removal of Extra Help Building Permit Technician:** One extra help Building Permit Technician is removed to offset the other position adjustments in the division.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(81,263)	(33,502)
Intrafund Transfers	—	—
Net County Cost	(81,263)	(33,502)
Positions	—	—

### Planning and Development Review (3843P)

**18. Revenue Adjustments:** License and Permit revenues are adjusted in FY 2020-21 to more closely align with recent actuals.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	80,000
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	(80,000)
Positions	—	—



## Local Agency Formation Commission (3570B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	48,509	(48,509)
Requirements		
Gross Appropriations	330	—
Intrafund Transfers	(330)	—
Contingencies/Dept Reserves	48,509	(48,509)
Net County Cost	—	—
Positions	—	—

**1. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars, through a transfer from Non-Departmental, to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	330	—
Intrafund Transfers	(330)	—
Net County Cost	—	—
Positions	—	—

**2. Fund Balance Adjustment: Reserves:** Final Fund Balance is appropriated to Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	48,509	(48,509)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	48,509	(48,509)
Net County Cost	—	—
Positions	—	—

**3. Administrative Secretary II Position:** Adjustments are made to cover the increased salary and benefits costs associated with the conversion of the term Administrative Secretary II position in Planning and Building to a permanent position. LAFCo provides partial reimbursement (50 percent) to Planning and Building for the support provided by the position. Increased costs are offset by reductions in Other Charges. There is no net dollar change.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**Parks Department (3900D)****Parks Administration (3900B)****FY 2019-20 and FY 2020-21 Funding Adjustments**

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

**FY 2019-20 & FY 2020-21 Total Funding Adjustments**

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	5,397,814	(5,469,827)
Requirements		
Gross Appropriations	5,882,614	(5,776,620)
Intrafund Transfers	(354,181)	334,181
Contingencies/Dept Reserves	85,237	—
Net County Cost	215,856	27,388
Positions	2	—

**1. Measure K Rollover: Onetime and Ongoing Projects:** Budget adjustments are made to rollover unspent funds from FY 2018-19 for one-time and ongoing projects and programs including: operations and maintenance; natural resource management; playground improvements; natural resource management; Volunteer Program; Interpretative Program; Volunteer Stewardship Corps; Sanchez Adobe restoration project; district-specific funding for the Ohlone Portola Trail feasibility study; multi-modal planning and construction; master planning; Pescadero Old Haul Road repairs; and other funding to organizations completing projects, including Ravenswood Bay Trail Connection, Wavecrest Trail; and Pedro Point Headlands.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	5,867,256	(5,867,256)
Requirements		
Gross Appropriations	5,867,256	(5,867,256)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Measure K Changes: Transfer of Appropriations:** Rollover Measure K appropriations for the Sanchez Adobe restoration project are transferred from the Parks Department's operating budget to its Capital Projects Fund. Additionally, rollover Measure K appropriations for the Parallel Trail/Multimodal Trail are moved to the Department of Public Works (DPW) since DPW will be managing the project exclusively beginning in FY 2019-20.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(1,120,806)	1,120,806
Requirements		
Gross Appropriations	(1,120,806)	1,120,806
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Marbled Murrelet Restoration and Corvid Management Grant:** Budget adjustments are made to recognize remaining grant funding that will be used to protect the endangered marbled murrelet at Memorial Park.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	18,000	(18,000)
Requirements		
Gross Appropriations	18,000	(18,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**4. Noxious Weed Grant:** Budget adjustments are made to recognize the 2019 Noxious Weed Grant the Parks Department received from the California Department of Food and Agriculture to address Bermuda buttercup (*Oxalis pes-caprae*) invasions at San Bruno Mountain State and County Park and Pillar Point Bluff.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	55,650	(55,650)
Requirements		
Gross Appropriations	55,650	(55,650)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**5. Measure K Adjustments: Year 2:** Measure K appropriations are adjusted in FY 2020-21 to match the allocations approved by the County Manager's Office. Measure K funding will be used for operations and maintenance; playground improvements; natural resource management; and the Volunteer Stewardship Corps.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	44,523
Requirements		
Gross Appropriations	—	44,523
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**6. San Vicente Creek Restoration Grant :** Budget adjustment is added to remove one-time revenue and corresponding appropriations in Services and Supplies in FY 2020-21 for the San Vicente Creek restoration project.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	(66,371)
Requirements		
Gross Appropriations	—	(110,414)
Intrafund Transfers	—	—
Net County Cost	—	(44,043)
Positions	—	—

**7. Fund Balance Adjustments:** Additional Fund Balance is adjusted and appropriated for Geographic Information Systems development; the Department's reservations system; a technology refresh project; office renovation project; vehicle purchases for the field; one-time Memorial Park expenditures; other miscellaneous projects; and the remainder set aside in Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	795,116	(709,879)
Requirements		
Gross Appropriations	709,879	(709,879)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	85,237	—
Net County Cost	—	—
Positions	—	—

**8. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	2,700	—
Intrafund Transfers	—	—
Net County Cost	2,700	—
Positions	—	—

**9. Park Ranger Positions:** One Ranger II and one Ranger III are added to address the increased workload in the County's park system.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	213,156	75,006
Intrafund Transfers	—	—
Net County Cost	213,156	75,006
Positions	2	—

**10. San Mateo County Parks Foundation Donation:** On June 27, 2019, the San Mateo County Parks Foundation provided cash and in-kind donations to the Parks Department for various projects and programs, including Bicycle Sunday and the Quarry Park community shed project. This budget adjustment is added to allow the Parks Department to transfer funds that were previously set aside in trust funds for future use to the Parks Department's budget in FY 2019-20.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	18,000	(18,000)
Requirements		
Gross Appropriations	18,000	(18,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**11. Other Budget Adjustments:** Other budget adjustments are added to meet Net County Cost; account for the reimbursement from Coyote Point Marina and the Sheriff's Office for costs associated with utilities at Coyote Point Park; update Memorial Park revenue estimates; and other minor adjustments moving appropriations to other accounts.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(235,402)	100,000
Requirements		
Gross Appropriations	(215,402)	96,425
Intrafund Transfers	(20,000)	—
Net County Cost	—	(3,575)
Positions	—	—

**12. Non-Departmental Services Rollover:** Appropriations are rolled over for existing projects funded by Non-Departmental Services, including GIS development; Devil's Slide metal out building; Coyote Point Park gatehouse improvements; and Wunderlich Park equestrian bridge repair.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	334,181	(334,181)
Intrafund Transfers	(334,181)	334,181
Net County Cost	—	—
Positions	—	—

## Fish and Game (3950B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	2,131	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Non-General Fund Reserves	2,131	—
Net County Cost	—	—
Positions	—	—

**1. Fund Balance Adjustment:** Final Fund Balance is adjusted and appropriated, set aside in Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	2,131	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Non-General Fund Reserves	2,131	—
Net County Cost	—	—
Positions	—	—

**Parks Capital Projects (3970B)**

**FY 2019-20 and FY 2020-21 Funding Adjustments**

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

**FY 2019-20 & FY 2020-21 Total Funding Adjustments**

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	(683,510)	(1,504,812)
Requirements		
Gross Appropriations	1,484,812	(1,484,812)
Intrafund Transfers	—	—
Non-General Fund Reserves	(2,168,322)	(20,000)
Net County Cost	—	—
Positions	—	—

**1. Transfer and Use of Fund Balance and Reserves :** Budget adjustments are added to properly move unassigned Fund Balance and Reserves from the Parks Acquisition and Development Fund to the Parks Capital Projects Fund. Funds will still be used for the development of real property. Additional Reserves are needed to complete the Coyote Point Park Water Distribution and Fire Suppression System, a project being managed by the Department of Public Works.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(10,000)	(1,504,812)
Requirements		
Gross Appropriations	1,484,812	(1,484,812)
Intrafund Transfers	—	—
Non-General Fund Reserves	(1,494,812)	(20,000)
Net County Cost	—	—
Positions	—	—



**2. Fund Balance Adjustment:** Final Fund Balance is adjusted and appropriated from Reserves to offset a negative Fund Balance variance primarily due to the transfer of funds to the City of South San Francisco for the acquisition of Sign Hill in FY 2018-19.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(673,510)	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Non-General Fund Reserves	(673,510)	—
Net County Cost	—	—
Positions	—	—

## Coyote Point Marina (3980B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	454,847	(252,225)
Requirements		
Gross Appropriations	332,225	(252,225)
Intrafund Transfers	—	—
Non-General Fund Reserves	122,622	—
Net County Cost	—	—
Positions	—	—

**1. Fund Balance Adjustments :** Final Fund Balance is adjusted and appropriated for expected dredging work and to reimburse the Parks Department for the costs it will incur for Marina utilities in FY 2019-20; the Marina will budget for these costs beginning in FY 2020-21. The remainder will be set aside in Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	454,847	(332,225)
Requirements		
Gross Appropriations	332,225	(332,225)
Intrafund Transfers	—	—
Non-General Fund Reserves	122,622	—
Net County Cost	—	—
Positions	—	—

**2. Other Budget Adjustments:** Budget adjustments are added to move appropriations in other accounts as well as properly budget for revenue and costs associated with Marina utilities in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	80,000
Requirements		
Gross Appropriations	—	80,000
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## County Library (3700B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	7,066,307	(1,041,517)
Requirements		
Gross Appropriations	891,599	(809,701)
Intrafund Transfers	—	—
Non-General Fund Reserves	6,159,527	(227,679)
Net County Cost	(15,181)	4,137
Positions	—	—

**1. Measure K Rollover: LIBEP One-Time:** Measure K funding is rolled over for the East Palo Alto Library which is in the planning stages. This funding is backed out in year two.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	298,321	(298,321)
Requirements		
Gross Appropriations	298,321	(298,321)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Measure K Changes: LIBEP :** Adjustments are made to correct the Measure K allocations for FY 2019-21 for East Palo Alto Library to match the approved allocation amount.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	75,596	13,378
Requirements		
Gross Appropriations	75,596	13,378
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Measure K Changes: LIBSR :** Adjustments are made to correct the Measure K allocations for FY 2019-21 for the Summer Learning program to match the approved allocation amount.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	10,980	11,309
Requirements		
Gross Appropriations	10,980	11,309
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**4. Fund Balance Adjustment:** Additional year-end fund balance is adjusted and appropriated for FY 2019-20. There is a draw down on reserves to support one-time projects in FY 2020-21. Refer to Reserves Allocation for more details.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	6,734,823	(575,296)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Non-General Fund Reserves	6,159,527	(227,679)
Net County Cost	(575,296)	347,617
Positions	—	—

**5. Friends Funds:** This action rolls over FY 2018-19 donations provided by the Friends of the Library.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(53,413)	(192,587)
Requirements		
Gross Appropriations	(53,413)	(192,587)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**6. Reserves Allocation:** An adjustment to fund balance and reserves allocations made to support position changes for better alignment with operational needs, programs and outreach activities, and work associated with opening of new libraries. Refer to the fund balance adjustment

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	575,296	(44,000)
Intrafund Transfers	—	—
Net County Cost	575,296	(44,000)
Positions	—	—

**7. Reallocation Extra Help:** This action redistributes extra help funds in FY 2019-20 to support library work. In FY 2020-21 funding for extra help positions that will become permanent has been backed out.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(15,181)	(299,480)
Intrafund Transfers	—	—
Net County Cost	(15,181)	(299,480)
Positions	—	—

**8. Measure K Changes: LIBBL:** Correction to the Measure K Library Big Lift program to add allocation to the expenditures with a link to a specific Measure K project code. There is no net dollar change.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**Office of Sustainability (4000D)****Office of Sustainability (4000B)****FY 2019-20 and FY 2020-21 Funding Adjustments**

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

**Total Funding Adjustments****FY 2019-20 & FY 2020-21 Total Funding Adjustments**

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	653,706	(265,604)
Requirements		
Gross Appropriations	288,330	(265,602)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	366,786	(2)
Net County Cost	1,410	—
Positions	3	—

**Administration (4010P)**

**1. Fund Balance Adjustment: Reserves:** Final Fund Balance is adjusted and appropriated to Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	366,786	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	366,786	(2)
Net County Cost	—	(2)
Positions	—	—

**2. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	1,410	—
Intrafund Transfers	—	—
Net County Cost	1,410	—
Positions	—	—

### Climate Change / Adaptation (4020P)

**3. Limited Term Conversion: Resource Conservation Specialist III:** This action increases the number of authorized positions by one Resource Conservation Specialist III and reduces limited term positions by one. The cost of the added position is fully offset by a reallocation of funding for term staff. The primary responsibility of this position will be to focus on the County's climate adaptation and resilience efforts, evaluate the vulnerability of County facilities, develop County guidelines for addressing sea level rise and climate resilience, assist with developing an adaptation vision and resilience plans for subareas in the county, and assist with the countywide resilience efforts, including development of draft policies and planning templates for the County and cities.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	(2)
Intrafund Transfers	—	—
Net County Cost	—	(2)
Positions	1	—

**4. Measure K Rollover: Fire Prevention and Outreach:** In FY 2018-19, the Office was allocated \$250,500 in Measure K from Districts 1 and 3 to develop a fire risk outreach and chipping program; support the Resource Conservation District on forest health as well as research program permitting and grants; and support the Fire Safe Council. Although allocated in FY 2018-19, these funds were not spent and also not included in the FY 2019-21 Recommended Budget. This change is to include the Measure K appropriation in the FY 2019-20 budget.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	250,500	(250,500)
Requirements		
Gross Appropriations	250,500	(250,500)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

### Livable Communities (4030P)

**5. Limited Term Conversion: Resource Conservation Specialist III:** This action increases the number of authorized positions by one Resource Conservation Specialist III and reduces limited term positions by one. The cost of the added position is funded by Measure K with the balance of funding from the reallocation of extra help salaries and benefits. The primary responsibilities of this position will be to coordinate the active transportation program, provide input in the redesign marketing the Commute Alternatives Program to County employees, support the implementation of various active transportation grants, research creative solutions for our community that address the housing-transportation nexus, and track various state, regional, and local transportation initiatives.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	6
Intrafund Transfers	—	—
Net County Cost	—	6
Positions	1	—

**6. Adjustments to Ongoing Measure K Initiatives:** Adjustments are made to ongoing Measure K initiatives Bicycle Coordinator and Home for All to match approved allocation amounts.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	10,500	10,816
Requirements		
Gross Appropriations	10,500	10,816
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—



## Energy and Water (4040P)

**7. Limited Term Conversion: Resource Conservation Specialist III:** This action increases the number of authorized positions by one Resource Conservation Specialist III and reduces limited term positions by one. The cost of the added position is fully offset by a reallocation of term salaries and benefits. The primary responsibility of this position will be the coordination of the County's ongoing stormwater prevention program to ensure compliance with the County's Municipal Regional Permit (MRP) and Total Maximum Daily Load (TMDL) requirements.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	(2)
Intrafund Transfers	—	—
Net County Cost	—	(2)
Positions	1	—

**8. Fund Balance Adjustment: One-Time Projects:** Year End Fund Balance is appropriated for one-time projects in Energy and Water during FY 2019-20.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	25,920	(25,920)
Requirements		
Gross Appropriations	25,920	(25,920)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Solid Waste Management (4060B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	591,081	(53,696)
Requirements		
Gross Appropriations	53,696	(53,696)
Intrafund Transfers	—	—
Non-General Fund Reserves	537,385	—
Net County Cost	—	—
Positions	2	—

**1. Limited Term Conversions: Senior Sustainability Specialist and Resource Conservation Specialist III:**

This action increases the number of authorized positions by one Senior Sustainability Specialist and one Resource Conservation Specialist III and reduces limited term positions by two. The positions are fully funded by the AB 939 fee and will result in no additional Net County Cost. The primary responsibility of the Senior Sustainability Specialist position will be the overall planning and implementation of the new SB 1383 legislation, including oversight of the edible food recovery program, education and enforcement, capacity planning, and policy development. The primary responsibility of the Resource Conservation Specialist will be supporting the Senior Sustainability Specialist with the planning and implementation of SB 1383 as well as working with businesses and multifamily properties to ensure compliance with relevant state regulations including AB 1826, AB 341, and AB 2176.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	(2)
Intrafund Transfers	—	—
Net County Cost	—	(2)
Positions	2	—

**2. Fund Balance Adjustment: Reserves and Rate Study:** Final Year End Fund Balance for the AB939 Fund is adjusted and set aside in Reserves. Final Fund Balance for CFA - Waste Management is appropriated for a rate study to be conducted in FY 2019-20.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	591,081	(53,696)
Requirements		
Gross Appropriations	53,696	(53,696)
Intrafund Transfers	—	—
Non-General Fund Reserves	537,385	—
Net County Cost	—	—
Positions	—	—

**3. Add/Delete of Resource Conservation Specialist III/Surplus Property Officer:** Due to the retirement of the incumbent, the Office is deleting the current Surplus Property Office position and adding a Resource Conservation Specialist III position. This addition of the Resource Conservation Specialist position is more aligned with the current duties and responsibilities, will align with the other classifications in the Office, and will provide for more opportunities for advancement. The addition of this position will be fully offset by the deletion of the Surplus Property Office position and a reduction in extra help salaries. This position will be fully funded by the AB 939 fee and there is no increase in Net County Cost.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	2
Intrafund Transfers	—	—
Net County Cost	—	2
Positions	—	—

### OOS - County Service Area #8 (4070B)

#### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	(184,280)	(165,274)
Requirements		
Gross Appropriations	(23,717)	(100,000)
Intrafund Transfers	—	—
Non-General Fund Reserves	(160,563)	(65,274)
Net County Cost	—	—
Positions	—	—

**1. Fund Balance Adjustment: 4070B:** Year End Fund Balance for Fire Protection is set aside in Reserves. Due to making five payments to Recology in FY 2018-19, which included one payment from FY 2017-18, appropriations is reduced and a one-time use of Reserves is being used to cover the shortfall in the Solid Waste Services sub-unit.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(313,083)	(65,274)
Requirements		
Gross Appropriations	(348,982)	—
Intrafund Transfers	—	—
Non-General Fund Reserves	35,899	(65,274)
Net County Cost	—	—
Positions	—	—

**2. Increase in Solid Waste Revenue and Expenditures:** Revenue and expenditures in the Solid Waste Services are increased due to an increase in rates to the customers in County Service Area #8. Additionally, a one-time use of Reserves for a rate review study that will be conducted in FY 2019-20 in the Solid Waste section of County Service Area #8.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	128,803	(100,000)
Requirements		
Gross Appropriations	325,265	(100,000)
Intrafund Transfers	—	—
Non-General Fund Reserves	(196,462)	—
Net County Cost	—	—
Positions	—	—

**Department of Public Works (4500D)****Public Works Administration (4510B)****FY 2019-20 and FY 2020-21 Funding Adjustments**

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

**FY 2019-20 & FY 2020-21 Total Funding Adjustments**

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	55,193	(57,086)
Intrafund Transfers	(65,451)	55,881
Net County Cost	(10,258)	(1,205)
Positions	—	—

**1. Rollover GIS Improvements :** ISD developed a 5-year IT Strategic Plan that was approved by the Board of Supervisors for FY 2018-2023. The adopted Plan allocated \$175,000 from the General Fund to the Department of Public Works for GIS. Projects identified for funding are map digitization and enhancing of parcel map meta-data features. The Department is continuing the conversion of data to standardized GIS format (LGIM) and map digitization contingent on completion of the new parcel fabric. Unspent FY 2018-19 appropriations are carried forward to FY 2019-20 to continue these projects. Appropriations are removed in FY 2020-21 as this is a one-time project.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	55,881	(55,881)
Intrafund Transfers	(55,881)	55,881
Net County Cost	—	—
Positions	—	—

**2. Salary and Benefit Adjustment:** This adjustment reallocates salary and benefit appropriations in FY 2019-20 and FY 2020-21 to offset increases in the most recent salary and benefit estimates.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(10,258)	(1,205)
Intrafund Transfers	—	—
Net County Cost	(10,258)	(1,205)
Positions	—	—

**3. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars, through a transfer from Non-Departmental, to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	9,570	—
Intrafund Transfers	(9,570)	—
Net County Cost	—	—
Positions	—	—

### Road Construction and Operations (4520B)

#### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	8,789,058	(2,521,930)
Requirements		
Gross Appropriations	3,764,437	(1,530,025)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	4,284,069	(1,279,693)
Non-General Fund Reserves	302,055	—
Net County Cost	(438,497)	(287,788)
Positions	—	—

**1. Measure K Rollover: District Specific Coastside Initiatives :** In FY 2019-20, roll-over district specific Measure K revenues and offsetting expenditures for the Street End Waterfront Access Improvement Project in Princeton and the Pescadero Bathrooms are adjusted based on actual carry-forward from FY 2018-19. These one-time appropriations are removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(4,920)	4,920
Requirements		
Gross Appropriations	(4,920)	4,920
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. BCTC Salary and Benefit Adjustment:** This adjustment reduces appropriations to offset the increase in salary and benefit costs that resulted from the execution of the April 2019 Memorandum of Understanding between the County and the Building Construction & Trades Council. Appropriations are reduced in FY 2019-20. In FY 2020-21, SB-1 reserves not previously programmed are reduced to support on-going maintenance project efforts.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(438,497)	326,213
Intrafund Transfers	—	—
Contingencies/Dept Reserves	—	(614,001)
Net County Cost	(438,497)	(287,788)
Positions	—	—

**3. Non-Departmental Rollover: Santa Cruz and Alameda Corridor:** In FY 2019-20, transfers from Non-Departmental Services and offsetting expenditures for the Santa Cruz and Alameda Corridor Improvement projects are adjusted based on actual carry-forward from FY 2018-19. These one-time appropriations are removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	849	(849)
Requirements		
Gross Appropriations	849	(849)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**4. Road and Bridge Projects:** This action appropriates funds for road and bridge projects due to project progress, revised priorities, and updated funding sources. In FY 2019-20, grant funding was decreased for the Crystal Springs Dam Bridge project and Bridge Preventive Maintenance Program due to grant revenue collected earlier than anticipated in FY 2018-19. Additionally, project funding from Mitigation Fee and Half-Cent Transportation funds was increased in FY 2019-20. In FY 2020-21, one-time FY 2019-20 revenues and appropriations are removed and additional appropriations are made for deferred projects.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(51,917)	(106,636)
Requirements		
Gross Appropriations	106,636	1,188,528
Intrafund Transfers	—	—
Contingencies/Dept Reserves	86,740	(1,295,164)
Non-General Fund Reserves	(245,293)	—
Net County Cost	—	—
Positions	—	—

**5. Fund Balance Adjustment: Roads:** In FY 2019-20, the year-end Fund Balance adjustments are appropriated to Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	5,342,743	(1,853,598)
Requirements		
Gross Appropriations	1,853,598	(1,853,598)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	2,941,797	—
Non-General Fund Reserves	547,348	—
Net County Cost	—	—
Positions	—	—



**6. RMRA and Highway User Tax Revenue Adjustment:** This action adjusts FY 2019-20 budgeted revenue for Road Maintenance and Rehabilitation Account (RMRA) and Highway User Tax revenues based on the latest estimates by the California State Association of Counties. Estimates are not available for FY 2020-21; thus, revenues are budgeted in FY 2020-21 at FY 2019-20 levels. In both fiscal years, the decrease in RMRA revenue is offset by a reduction in Reserves. The increase in Highway User Tax revenue is appropriated to maintenance expense.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(3,867)	(57,117)
Requirements		
Gross Appropriations	52,391	(859)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	(56,258)	(56,258)
Net County Cost	—	—
Positions	—	—

**7. Measure W Half-Cent Sales Tax:** This adjustment appropriates in FY 2019-21 anticipated Measure W Half-Cent Sales Tax proceeds for future transportation projects. Projects will be identified in accordance with the Transportation Authority guidelines and Congestion Relief Plan.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,685,730	685,730
Requirements		
Gross Appropriations	1,000,000	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	685,730	685,730
Net County Cost	—	—
Positions	—	—

**8. Stormwater Management:** This adjustment appropriates a transfer from Non-Departmental Services in FY 2019-20 for stormwater management activities. In FY 2020-21, the one-time appropriations are removed.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,820,440	(1,194,380)
Requirements		
Gross Appropriations	1,194,380	(1,194,380)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	626,060	—
Net County Cost	—	—
Positions	—	—

## Enhanced Flood Control Program (4660B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	1,332,902	(1,332,902)
Requirements		
Gross Appropriations	1,332,902	(1,332,902)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**1. Measure K Rollover: Flood and Sea Level Rise Resiliency District:** This FY 2019-20 adjustment carries forward a district-specific Measure K contribution to the Flood and Sea Level Rise Resiliency District to help fund the new District during its initial three-year start-up period. Measure K funding was approved for FY 2018-19 on June 25, 2019 per Resolution No. 076708. The FY 2020-21 adjustment removes the one-time FY 2019-20 Measure K contribution to the new Flood and Sea Level Rise Resiliency District.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	500,000	(500,000)
Requirements		
Gross Appropriations	500,000	(500,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Grant and Other Agency Reimbursements:** Revenues and expenses are carried forward from FY 2018-19 for grant funding from the State's Office of Emergency Services for the installation of stream gauges and expansion of the County's flood warning system due to the extension of the grant processing period. In addition, expenses and reimbursements from cities for consulting services related to flood risk reduction alternatives in cross-jurisdictional regions are carried forward to FY 2019-20 for project completion. One-time appropriations are removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	762,218	(762,218)
Requirements		
Gross Appropriations	762,218	(762,218)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Fund Balance Adjustment: Enhanced Flood Control:** In FY 2019-20, the year-end Fund Balance adjustment is appropriated for consultant services on flood resiliency projects per agreements with other local agencies, and for start-up costs for the Flood and Sea Level Rise Resiliency District. The one-time adjustment is removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	70,684	(70,684)
Requirements		
Gross Appropriations	70,684	(70,684)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Facilities Services (4730B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	8,901,597	(397,427)
Requirements		
Gross Appropriations	891,113	(633,764)
Intrafund Transfers	(150,000)	150,000
Contingencies/Dept Reserves	8,040,506	—
Net County Cost	(119,978)	(86,337)
Positions	2	—

**1. Cardkey Security Upgrade:** The purpose of the Card Key Security Upgrade Project is to upgrade countywide legacy Card Key security systems and replace failing hardware devices, facilitating integration of a greater variety of controllers and readers allowing better scalability. This project was approved by the Board of Supervisors on April 10, 2018, and amended on March 12, 2019 to enhance security features and provide for encrypted Card Keys. This adjustment carries forward an additional \$150,000 of unspent FY 2018-19 Non-Departmental funded appropriations to complete the project in FY 2019-20. One-time appropriations are removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	150,000	(150,000)
Intrafund Transfers	(150,000)	150,000
Net County Cost	—	—
Positions	—	—

**2. Capital Project Manager Positions:** This action provides appropriations in FY 2019-20 to delete two vacant Construction Project Managers and replace with two Capital Project Managers, and add two additional Capital Project Managers to address an increasingly high volume of complex and time sensitive Capital Improvement Plan projects. The increased cost of these position changes is offset by increased reimbursement revenue from capital projects.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	361,091	102,573
Requirements		
Gross Appropriations	361,091	102,573
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	2	—

**3. BCTC Salary and Benefit Adjustment:** This adjustment reallocates appropriations in FY 2019-20 and FY 2020-21 to offset the increase in salary and benefit costs that resulted from the execution of the April 2019 Memorandum of Understanding between the County and the Building Construction and Trades Council.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(119,978)	(86,337)
Intrafund Transfers	—	—
Net County Cost	(119,978)	(86,337)
Positions	—	—

**4. Sign Printer Purchase:** This adjustment reallocates appropriations from Services and Supplies to Fixed Assets in FY 2019-20 to purchase a printer that will be used to make signs for parking lots and garages, as well as other directional signs throughout the County. In FY 2020-21 the adjustments are reversed.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**5. Fund Balance Adjustment: Facilities:** In FY 2019-20, the year-end Fund Balance adjustment is appropriated for the purchase of facilities asset management software, with the balance to Reserves. The one-time software expense is removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	8,540,506	(500,000)
Requirements		
Gross Appropriations	500,000	(500,000)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	8,040,506	—
Net County Cost	—	—
Positions	—	—

## Construction Services (4740B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	64,899	(64,899)
Requirements		
Gross Appropriations	(1,245)	(109,830)
Intrafund Transfers	—	—
Net County Cost	(66,144)	(44,931)
Positions	—	—

**1. BCTC Salary and Benefit Adjustment :** This adjustment reduces appropriations for contracted services in FY 2019-20 and FY 2020-21 to offset the increase in salary and benefit costs that resulted from the execution of the April 2019 Memorandum of Understanding between the County and the Building Construction & Trades Council.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(66,144)	(44,931)
Intrafund Transfers	—	—
Net County Cost	(66,144)	(44,931)
Positions	—	—

**2. Fund Balance Adjustment: Construction Services:** In FY 2019-20, the year-end Fund Balance adjustment is appropriated for a loan repayment. The one-time increase in loan repayment is removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	64,899	(64,899)
Requirements		
Gross Appropriations	64,899	(64,899)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Vehicle and Equipment Services (4760B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	2,068,957	(362,470)
Requirements		
Gross Appropriations	362,470	(437,470)
Intrafund Transfers	—	—
Non-General Fund Reserves	1,706,487	75,000
Net County Cost	—	—
Positions	—	—

**1. In-Ground Hoist Repair :** This adjustment appropriates Reserves in FY 2019-20 to repair the in-ground hoist at the Belmont Motorpool which is currently inoperable. The in-ground hoist has a hydraulic oil leak and failed the annual inspection. The hoist is crucial to perform maintenance and repairs on all County vehicles. In FY 2020-21, the one-time FY 2019-20 appropriation is removed, and Reserves are increased by an offsetting reduction in appropriations for the car wash facility project.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	(75,000)
Requirements		
Gross Appropriations	75,000	(150,000)
Intrafund Transfers	—	—
Non-General Fund Reserves	(75,000)	75,000
Net County Cost	—	—
Positions	—	—

**2. Fund Balance Adjustment: Fleet:** In FY 2019-20, the year-end Fund Balance adjustment is appropriated for the purchase of nine vehicles ordered in FY 2018-19 to be received in FY 2019-20, with the remaining funds appropriated to Reserves. In FY 2020-21, the one-time vehicle appropriation is removed.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	2,068,957	(287,470)
Requirements		
Gross Appropriations	287,470	(287,470)
Intrafund Transfers	—	—
Non-General Fund Reserves	1,781,487	—
Net County Cost	—	—
Positions	—	—

## Utilities (4840B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	11,754,579	523,621
Requirements		
Gross Appropriations	1,014,933	300,868
Intrafund Transfers	(179,560)	179,560
Contingencies/Dept Reserves	10,728,338	—
Non-General Fund Reserves	130,751	—
Net County Cost	(60,117)	(43,193)
Positions	—	—



**1. Measure K Rollover: Water Supply and Sustainability Project:** To align with the current construction schedule for the CSA-11 Water Supply and Sustainability Project this adjustment appropriates in FY 2019-20, unused FY 2018-19 Measure K reimbursement revenue and offsetting expenditures for project completion. In FY 2020-21, this adjustment removes one-time FY 2019-20 Measure K reimbursement and expense appropriation for the completion of CSA-11 Water Supply and Sustainability project.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	42,973	(42,973)
Requirements		
Gross Appropriations	42,973	(42,973)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Water Supply and Sustainability Project Rollover :** To align with the current construction schedule for the CSA 11 Water Supply and Sustainability Project this adjustment appropriates in FY 2019-20 unused FY 2018-19 State Prop. 84 Grant reimbursement revenue and offsetting expenditures for project completion. In FY 2020-21, this adjustment removes one-time FY 2019-20 Grant Reimbursement and expense appropriation for the completion of Water Supply and Sustainability project.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	69,079	(69,079)
Requirements		
Gross Appropriations	69,079	(69,079)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. BCTC Salary and Benefit Adjustment :** This adjustment appropriates revenue in FY 2019-20 and FY 2020-21 from various special districts to offset the increase in salary and benefit costs that resulted from the execution of the April 2019 Memorandum of Understanding between the County and the Building Construction & Trades Council.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	60,117	43,193
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(60,117)	(43,193)
Positions	—	—

**4. Rate Increase for Sewer Maintenance/Sanitation Districts:** On July 23, 2019 the Board of Supervisors adopted a rate increase for three Sewer Maintenance/Sanitation Districts to fund continued routine and emergency maintenance, sewage treatment and disposal, capital improvement projects, and compliance with State and Federal regulations. In FY 2019-20, the increased revenue for Crystal Springs CSD and Fair Oaks SMD is appropriated to Reserves; and for Harbor Industrial SMD the increased revenue is appropriated to complete the in-progress capital improvement project on Elmer Street and Old County Road. In FY 2020-21, the increased revenue for the Crystal Springs CSD and Harbor Industrial SMD is appropriated to supplement district operating expenses; and for Fair Oaks SMD the increased revenue is appropriated to update the master plan and capital improvement program.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,315,801	1,298,312
Requirements		
Gross Appropriations	17,489	1,298,312
Intrafund Transfers	—	—
Contingencies/Dept Reserves	1,298,312	—
Net County Cost	—	—
Positions	—	—

**5. Fund Balance Adjustment: Utilities:** In FY 2019-20 the year end fund balance adjustment is appropriated to reserves in various utility districts. However, fund balance is appropriated for the following one-time uses in FY 2019-20: continuation of sewer rehabilitation projects in the Emerald Lake Heights Sewer Maintenance District; Kensington Square Sewer Maintenance District and Harbor Industrial Sewer Maintenance District; the Belmont Highway Lighting District's remaining contribution to the City of Belmont for joint utility undergrounding project; and repair and maintenance of existing streetlights on the B Street Pedestrian Walkway in the Colma Highway Lighting District. One-time project expenditures are removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	10,321,169	(760,392)
Requirements		
Gross Appropriations	760,392	(760,392)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	9,430,026	—
Non-General Fund Reserves	130,751	—
Net County Cost	—	—
Positions	—	—

**6. Stormwater Management:** This adjustment appropriates a transfer from Non-Departmental Services in FY 2019-20 for stormwater management activities. In FY 2020-21, the one-time appropriations are removed.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(54,560)	54,560
Requirements		
Gross Appropriations	125,000	(125,000)
Intrafund Transfers	(179,560)	179,560
Net County Cost	—	—
Positions	—	—

## Airports (4850B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	7,773,321	(8,147,569)
Requirements		
Gross Appropriations	8,140,823	(8,151,435)
Intrafund Transfers	—	—
Non-General Fund Reserves	(367,502)	3,866
Net County Cost	—	—
Positions	1	—

**1. Airport Capital Improvement Projects:** This FY 2019-20 adjustment appropriates Reserves for two projects. One project is the installation of parking payment machines at the San Carlos Airport, which will be used for collecting existing fees for overnight parking. The second project is the installation of a monument sign, directional signage, easy-to-maintain vegetation, and bollards on corner property at the entrance of Airport Way and Skyway Road to improve the appearance of the Airport entrance and reduce the incidence of illegal dumping and the associated potential environmental problems. The FY 2020-21 adjustment removes one-time FY 2019-20 appropriations for these projects.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	(150,000)
Requirements		
Gross Appropriations	150,000	(150,000)
Intrafund Transfers	—	—
Non-General Fund Reserves	(150,000)	—
Net County Cost	—	—
Positions	—	—

**2. Airport Position Adjustments:** This adjustment eliminates one vacant Administrative Secretary II position and adds one Airport Operations Specialist I position in FY 2019-20 to better align staffing with operational needs. This change was approved by the Board of Supervisors via a Salary Resolution on August 6, 2019.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	15,993
Requirements		
Gross Appropriations	(15,993)	12,127
Intrafund Transfers	—	—
Non-General Fund Reserves	15,993	3,866
Net County Cost	—	—
Positions	—	—

**3. Measure K Rollover: 670 Airport Way Building Rehabilitation:** This action carries forward Measure K funding from FY 2018-19 to complete the 670 Airport Way Building Remediation Phase I project in FY 2019-20. The renovation and remediation of the 670 Airport Way Building includes the demolition of office space, upgrades to meet ADA requirements, certification of the sprinkler system, any required hazardous material remediation, and exterior work to ready the structure for a future tenant. The one-time appropriations are removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	477,079	(477,079)
Requirements		
Gross Appropriations	477,079	(477,079)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**4. Measure K Rollover: 795 Skyway Building:** This action carries forward Measure K funding from FY 2018-19 to complete the 795 Skyway Building Phase I project in FY 2019-20. This project includes design of the renovation of existing 795 Skyway Building structure for future use by existing businesses that are being displaced by the Skyway Building development, or for another appropriate aviation use. The one-time appropriations are removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	524,944	(524,944)
Requirements		
Gross Appropriations	524,944	(524,944)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**5. FAA Grant Funding of Electrical Study at HMB Airport:** Federal Aviation Administration grant funding and Reserves are appropriated for an electrical study at Half Moon Bay Airport. This project will evaluate the existing building and equipment electrical systems as well as the airfield's electrical distribution system to determine the actual electrical usage, needs, and appropriate lighting system to identify areas to modernize. This study will be used to guide the design and construction of a new system. One-time appropriations are removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	24,750	(27,500)
Requirements		
Gross Appropriations	27,500	(27,500)
Intrafund Transfers	—	—
Non-General Fund Reserves	(2,750)	—
Net County Cost	—	—
Positions	—	—

**6. Half Moon Bay Airport Environmental Remediation:** This action appropriates reserves in FY 2019-20 for environmental costs associated with the Half Moon Bay Taxiway B Culvert Replacement Improvement Project. Mitigation was required for the potential loss of wetlands that resulted from airport improvements. The Airport entered into an MOU with the Parks Department to complete offsite mitigation at the San Vicente Creek. This adjustment is necessary to compensate Parks for work performed. The environmental costs are not eligible for FAA reimbursement.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	(73,746)
Requirements		
Gross Appropriations	73,746	(73,746)
Intrafund Transfers	—	—
Non-General Fund Reserves	(73,746)	—
Net County Cost	—	—
Positions	—	—

**7. San Carlos Airport Hangar Project:** Unspent FY 2018-19 appropriations are carried forward to FY 2019-20 to complete the construction of two new hangar rows on the west side of the San Carlos Airport. The one-time appropriation is removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	(903,547)
Requirements		
Gross Appropriations	903,547	(903,547)
Intrafund Transfers	—	—
Non-General Fund Reserves	(903,547)	—
Net County Cost	—	—
Positions	—	—

**8. Measure K Adjustment: Aircraft Noise Monitoring Projects:** This action adjusts FY 2020-21 Measure K funding of the Vector Airport System and a term Airport Communication Specialist to match the Board-approved allocations.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	(6,746)
Requirements		
Gross Appropriations	—	(6,746)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**9. Fund Balance Adjustment: Airports:** In FY 2019-20, the year-end Fund Balance adjustment is appropriated to Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	746,548	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Non-General Fund Reserves	746,548	—
Net County Cost	—	—
Positions	—	—

**10. 795 Skyway Redevelopment Loan:** This action appropriates \$6,000,000 of loan proceeds in FY 2019-20 from the General Fund for the redevelopment of the 795 Skyway Building at San Carlos Airport for future use by aviation-based businesses. Monies will be paid back using Measure K fuel tax funds allocated to the Airport in approximately 2 years. In FY 2020-21, this one-time appropriation is removed.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	6,000,000	(6,000,000)
Requirements		
Gross Appropriations	6,000,000	(6,000,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**11. Limited Term Conversion: Communication Specialist Position:** This action adds one E055 Communication Specialist - Confidential, and removes one Term Airport Communication Specialist position in FY 2019-20. The increased expense is offset by a reduction in appropriations for Services and Supplies in FY 2019-20 and FY 2020-21. The Communication Specialist position is partly funded by Measure K and continues the efforts recommended by the Airport consultant and approved by the Board of Supervisors to develop, implement, and manage the Airport's Noise Management Plan and public outreach process.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	1	—

## Capital Projects (8500D)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	4,210,985	(5,093,994)
Requirements		
Gross Appropriations	4,793,994	(4,753,994)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	(583,009)	(340,000)
Net County Cost	—	—
Positions	—	—

**1. Fund Balance Adjustment: Capital Projects:** In FY 2019-20, the year-end Fund Balance adjustment is appropriated to Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,015,243	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	1,015,243	—
Net County Cost	—	—
Positions	—	—

**2. Measure K Rollover: Capital Projects:** In FY 2019-20, roll-over district-specific Measure K revenues and offsetting expenditures for various projects, including CSA-7 Infrastructure Replacement, are adjusted based on actual carry-forward from FY 2018-19. These one-time appropriations are removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	802,020	(802,020)
Requirements		
Gross Appropriations	802,020	(802,020)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—



**3. Capital Projects:** Adjustments are made to true-up rollover balances for ongoing projects from FY 2018-19, and adjust appropriations based on updated cost estimates for projects already included in the FY 2019-21 Approved Recommended Budget. In addition, appropriations are made for new projects, including COB 1 Paint Exterior and SSF Foster Youth Housing Renovations at Orange and Grand Ave in FY 2019-20; and two Construction Services asphalt projects in FY 2020-21. One-time appropriations from FY 2019-20 are removed in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	2,393,722	(4,291,974)
Requirements		
Gross Appropriations	3,991,974	(3,951,974)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	(1,598,252)	(340,000)
Net County Cost	—	—
Positions	—	—

## Accumulated Capital Outlay Fund (8200B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	1,885,147	(1,885,147)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	1,885,147	(1,885,147)
Net County Cost	—	—
Positions	—	—

**1. Fund Balance Adjustment:** Final Fund Balance is adjusted and appropriated to Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,885,147	(1,885,147)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	1,885,147	(1,885,147)
Net County Cost	—	—
Positions	—	—

## Courthouse Construction Fund (8300B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	(33,852)	33,852
Requirements		
Gross Appropriations	(1,415)	1,415
Intrafund Transfers	—	—
Contingencies/Dept Reserves	—	—
Non-General Fund Reserves	(32,437)	32,437
Net County Cost	—	—
Positions	—	—

**1. Fund Balance Adjustment:** Final Fund Balance is adjusted and corresponding reductions are made to expenditures.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(33,852)	33,852
Requirements		
Gross Appropriations	(1,415)	1,415
Intrafund Transfers	—	—
Contingencies/Dept Reserves	—	—
Non-General Fund Reserves	(32,437)	32,437
Net County Cost	—	—
Positions	—	—

## Criminal Justice Construction Fund (8400B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	(39,584)	(182,000)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	—	—
Non-General Fund Reserves	(39,584)	(182,000)
Net County Cost	—	—
Positions	—	—

**1. Fund Balance Adjustment:** Final Fund Balance is adjusted and Reserves are reduced accordingly.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(39,584)	(182,000)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	—	—
Non-General Fund Reserves	(39,584)	(182,000)
Net County Cost	—	—
Positions	—	—

## Other Capital Construction Fund (8450D)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	18,406,349	(21,406,349)
Requirements		
Gross Appropriations	18,406,349	(21,406,349)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Major Capital Construction (8470B)

**1. SSF and Cordilleras Funding Shift:** This action moves the South San Francisco Campus and Cordilleras Mental Health Facility Replacement Project funding from Bond Proceeds to General Fund and removes the budget in FY 2020-21. There is no net dollar change.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	(8,000,000)
Requirements		
Gross Appropriations	—	(8,000,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Parking Structure II Removal from General Fund:** This action removes the Parking Structure II project from Major Capital Construction General Fund subunit. The budget balance will be reappropriated to a newly-created subunit to track the project cost separately.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(40,000,000)	33,000,000
Requirements		
Gross Appropriations	(40,000,000)	33,000,000
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Morgue Project:** Funds are appropriated to cover the costs associated with the planning and design of a new Coroner's Office and Autopsy room.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	10,000,000	5,000,000
Requirements		
Gross Appropriations	10,000,000	5,000,000
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**4. County Office Building 3:** This action appropriates funding in FY 2019-20 and reduces appropriation in FY 2020-21 for the portion of the County Office Building 3 project that is not covered by bond proceeds.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	7,440,291	(17,440,291)
Requirements		
Gross Appropriations	7,440,291	(17,440,291)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**5. Major Capital Construction Roll-Forward:** This action appropriates roll-forward funds to the following existing projects: Animal Shelter, Lathrop House relocation, South San Francisco, and Cordilleras.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	576,238	(576,238)
Requirements		
Gross Appropriations	576,238	(576,238)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**6. Measure K Adjustments: Regional Operations Center:** This action adjusts Measure K budget and appropriation for the Regional Operations Center (ROC) project, which is expected to be completed in FY 2019-20. The remaining \$8M Measure K appropriation in FY 2020-21 is redirected to Pescadero.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(1,522,746)	1,522,746
Requirements		
Gross Appropriations	(1,522,746)	1,522,746
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**7. MCC Parking Structure II Project:** This action moves the remaining Parking Structure II appropriation to a newly created sub-unit.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	33,325,068	(26,325,068)
Requirements		
Gross Appropriations	33,325,068	(26,325,068)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**8. Fund Balance Adjustment: Parking Structure II:** This action adjusts and appropriates Final Fund Balance to the Parking Structure II Project.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	4,225,350	(4,225,350)
Requirements		
Gross Appropriations	4,225,350	(4,225,350)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Other Capital Construction Fund (8450B)

**1. Measure K Rollover: Skylonda Fire Station:** This action appropriates roll-forward Measure K funds for the completion of the Skylonda Fire Station project.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	379,761	(379,761)
Requirements		
Gross Appropriations	379,761	(379,761)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Fund Balance Adjustment: Warm Shell:** Final Fund Balance is adjusted and appropriated for the Warm Shell project.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	3,608,139	(3,608,139)
Requirements		
Gross Appropriations	3,608,139	(3,608,139)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Fund Balance Adjustment - Skylonda:** Final Fund Balance is adjusted and appropriated for the Skylonda Fire Station Project.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	374,248	(374,248)
Requirements		
Gross Appropriations	374,248	(374,248)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—



## Real Property Services (1220B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	112,373	(19,163)
Requirements		
Gross Appropriations	98,063	2,137
Intrafund Transfers	(54,977)	(21,300)
Contingencies/Dept Reserves	69,287	—
Net County Cost	—	—
Positions	1	—

**1. Real Property Agent III to Senior Management Analyst Promotion:** This budget adjustment is made to provide a pay differential for the promotion of a Real Property Agent III to Senior Management Analyst. This action increases work authorizations via Interfund Transfers to offset the increased salaries and benefits costs for this position.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	23,086	837
Requirements		
Gross Appropriations	23,086	837
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Real Property Manager Step Increase:** This budget adjustment is made to provide a pay differential for the Real Property Manager. This action increases work authorizations via Intrafund Transfers to offset the increased salary cost for this position.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	21,899	747
Intrafund Transfers	(21,899)	(747)
Net County Cost	—	—
Positions	—	—

**3. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars, through a transfer from Non-Departmental Services, to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	150	—
Intrafund Transfers	(150)	—
Net County Cost	—	—
Positions	—	—

**4. Fund Balance Adjustment: Information Technology Upgrade and Reserves:** Final fund balance is adjusted and appropriated for necessary information technology upgrades needed to support the unit and to Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	89,287	(20,000)
Requirements		
Gross Appropriations	20,000	(20,000)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	69,287	—
Net County Cost	—	—
Positions	—	—

**5. Extra Help Conversion: Fiscal Office Specialist:** This action increases the number of authorized positions by one Fiscal Office Specialist, partially offset by the removal of one extra help position, to address increasing workload in the unit.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	32,928	20,553
Intrafund Transfers	(32,928)	(20,553)
Net County Cost	—	—
Positions	1	—

**Agricultural Commissioner/Sealer (1260B)****FY 2019-20 and FY 2020-21 Funding Adjustments**

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

**FY 2019-20 & FY 2020-21 Total Funding Adjustments**

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	(28,436)	(139,063)
Requirements		
Gross Appropriations	(27,386)	(163,238)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	—	—
Non-General Fund Reserves	—	—
Net County Cost	1,050	(24,175)
Positions	—	—

**1. Fund Balance Adjustment:** Final Fund Balance is reduced and appropriations are adjusted accordingly.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(148,436)	(139,063)
Requirements		
Gross Appropriations	(148,436)	(163,238)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	—	—
Non-General Fund Reserves	—	—
Net County Cost	—	(24,175)
Positions	—	—

**2. Adjustment for Noxious Weed Programs:** Revenue is adjusted to reflect projected increases in State aid funding through two additional noxious weed programs. Funds are appropriated to cover subrecipient agreements with contractors providing direct services for the noxious weed projects.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	120,000	—
Requirements		
Gross Appropriations	120,000	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	1,050	—
Intrafund Transfers	—	—
Net County Cost	1,050	—
Positions	—	—

**4. Biologist/Deputy Pay Parity Adjustments:** This action adjusts appropriations to cover anticipated salary increases resulting from a pay parity study for Biologist and Deputy Director classifications.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Public Safety Communications (1240B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	529,276	(2,105,265)
Requirements		
Gross Appropriations	2,580	(2,136,260)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	529,276	—
Net County Cost	2,580	(30,995)
Positions	1	—

**1. Fund Balance Adjustment: CAD and Tech for ROC:** Final fund balance is adjusted and appropriated for the CAD.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	529,276	532,980
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	529,276	—
Net County Cost	—	(532,980)
Positions	—	—

**2. Limited Term Conversion: Senior IT Technician :** This action increases the number of authorized positions by one and reduces limited term positions by one. The cost of the added position is fully offset by a decrease in the allocation for extra help. There is no net dollar change.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	5,276
Intrafund Transfers	—	—
Net County Cost	—	5,276
Positions	1	—

**3. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	2,580	—
Intrafund Transfers	—	—
Net County Cost	2,580	—
Positions	—	—

**4. Back Out Year 2 Contract to Balance:** This action removes an expenditure in year two to meet the Net County Cost target.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	(36,271)
Intrafund Transfers	—	—
Net County Cost	—	(36,271)
Positions	—	—

**5. CAD Funding Using Prop 172:** This action allocates Prop 172 dollars for a one-time funding of the new PSC Computer Aided Dispatch, and removed the same amount of funds from Fund Balance to correct a prior misallocation.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	(2,638,245)
Requirements		
Gross Appropriations	—	(2,105,265)
Intrafund Transfers	—	—
Net County Cost	—	532,980
Positions	—	—

## Structural Fire (3550B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	3,984,021	(886,282)
Requirements		
Gross Appropriations	2,762,230	(886,282)
Intrafund Transfers	—	—
Non-General Fund Reserves	1,221,791	—
Net County Cost	—	—
Positions	—	—

**1. Miscellaneous Grants:** This action allocates a MidPen grant of \$60,000 for an ERV and an AMR grant of \$50,000 for a Supervisor vehicle.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	110,000	(110,000)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(110,000)	110,000
Positions	—	—

**2. Adjustment to Cover Fire Protection Costs:** This action adjusts the Operating Transfer from Structural Fire to Fire Protection Services.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	2,762,230	(886,282)
Intrafund Transfers	—	—
Net County Cost	2,762,230	(886,282)
Positions	—	—

**3. Fund Balance Adjustment:** This action adjusts Fund Balance incorporating FY 2018-19 YE close.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,221,791	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Non-General Fund Reserves	1,221,791	—
Net County Cost	—	—
Positions	—	—

**4. Projected Revenue Adjustment:** This action adjusts the forecast for projected revenue.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	2,652,230	(776,282)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(2,652,230)	776,282
Positions	—	—



## Fire Protection Services (3580B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	4,984,502	(3,108,554)
Requirements		
Gross Appropriations	4,984,502	(3,108,554)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**1. Allocate Costs for DPW Maintenance:** This action accounts for a DPW maintenance charge.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	70,000	5,000
Intrafund Transfers	—	—
Net County Cost	70,000	5,000
Positions	—	—

**2. Measure K Rollover: County Fire Engine Replacement Fund:** This action adds unspent Measure K funds to FY 2019-20.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	2,222,272	(2,222,272)
Requirements		
Gross Appropriations	2,222,272	(2,222,272)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. One-Time Active Shooter Ballistic Protection Equipment:** This action allocates one-time funds for active shooter ballistic protection equipment in compliance with Countywide policy.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	41,000	(43,000)
Intrafund Transfers	—	—
Net County Cost	41,000	(43,000)
Positions	—	—

**4. Dual Cellular Data Lines for New CAD System:** This action allocates charges for dual cellular data needed for compliance with the new CAD system.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	15,000	1,000
Intrafund Transfers	—	—
Net County Cost	15,000	1,000
Positions	—	—

**5. Fire Marshal Mobile Inspection Software:** This action allocates funds for Fire Marshal mobile inspection software and department asset/inventory software.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	12,000	1,000
Intrafund Transfers	—	—
Net County Cost	12,000	1,000
Positions	—	—

**6. Updated CAL FIRE Contract Costs:** This action adjusts the budget for actual contract costs in the recently approved six-year CAL FIRE contract.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	1,641,878	(438,282)
Intrafund Transfers	—	—
Net County Cost	1,641,878	(438,282)
Positions	—	—

**7. Updated Financial Services Costs:** This action adjusts the projection for financial services costs.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	4,805	(2,000)
Intrafund Transfers	—	—
Net County Cost	4,805	(2,000)
Positions	—	—

**8. Allocation of Costs Associated with Misc Grants:** This action allocates costs associated with a grant for \$60,000 from MidPen for an ERV and a grant for \$50,000 from AMR for a Supervisor vehicle.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	110,000	(110,000)
Intrafund Transfers	—	—
Net County Cost	110,000	(110,000)
Positions	—	—

**9. La Honda Fire Brigade Grant:** This action allocates funds for the remaining portion of a \$500,000 grant for the La Honda Fire Brigade.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	450,000	(450,000)
Requirements		
Gross Appropriations	450,000	(450,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**10. One-Time Replacement of Alert System for New CAD System:** This action allocates one-time funds for the replacement of the fire station alert system for the new CAD system.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	150,000
Intrafund Transfers	—	—
Net County Cost	—	150,000
Positions	—	—

**11. Adjustment for Interfund Transfer from Structural Fire:** This action adjusts the Interfund Transfer from Structural Fire to Fire Protection Services.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	2,312,230	(436,282)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(2,312,230)	436,282
Positions	—	—

**12. FY 2018-19 Disencumbered Purchase Orders:** This action allocates funds from FY 2018-19 in Services and Supplies.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	417,547	—
Intrafund Transfers	—	—
Net County Cost	417,547	—
Positions	—	—

## County Service Area #1 (3560B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	1,445,079	(315,039)
Requirements		
Gross Appropriations	332,910	(315,039)
Intrafund Transfers	—	—
Non-General Fund Reserves	1,112,169	—
Net County Cost	—	—
Positions	—	—

**1. Projected Revenue Adjustment:** This action adjusts the forecast for projected revenue.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	332,910	(315,039)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(332,910)	315,039
Positions	—	—

**2. One-Time Active Shooter Ballistic Protection Equipment:** This action allocates one-time funds for active shooter ballistic protection equipment in compliance with Countywide policy.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	10,000	(10,000)
Intrafund Transfers	—	—
Net County Cost	10,000	(10,000)
Positions	—	—

**3. Dual Cellular Data Lines for New CAD System:** This action allocates charges for dual cellular data needed for compliance with the new CAD system.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	5,000	1,000
Intrafund Transfers	—	—
Net County Cost	5,000	1,000
Positions	—	—

**4. Fire Marshal Mobile Inspection Software:** This action allocates funds for Fire Marshal mobile inspection software and department asset/inventory software.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	2,000	500
Intrafund Transfers	—	—
Net County Cost	2,000	500
Positions	—	—

**5. Updated CAL FIRE Contract Costs:** This action adjusts the budget for actual contract costs in the recently approved six-year CAL FIRE contract.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	124,229	(123,976)
Intrafund Transfers	—	—
Net County Cost	124,229	(123,976)
Positions	—	—

**6. Updated Sheriff's Office Costs for Police Protection:** This action adjusts the budget for projected police protection costs from the Sheriff's Office.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	20,306	8,812
Intrafund Transfers	—	—
Net County Cost	20,306	8,812
Positions	—	—

**7. Updated Financial Services Costs:** This action adjusts the projection for financial services costs.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	(20,000)
Intrafund Transfers	—	—
Net County Cost	—	(20,000)
Positions	—	—

**8. One-time Fire Station 17 Replacement Feasibility Study:** This action allocates one-time funds for a Fire Station 17 Replacement Feasibility Study as directed in the recently adopted six-year operating plan.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	150,000	(150,000)
Intrafund Transfers	—	—
Net County Cost	150,000	(150,000)
Positions	—	—



**9. Fund Balance Adjustment:** This action adjusts Fund Balance incorporating FY 2018-19 YE close.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,112,169	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Non-General Fund Reserves	1,112,169	—
Net County Cost	—	—
Positions	—	—

**10. FY 2018-19 Disencumbered Purchase Orders:** This action allocates funds from FY 2018-19.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	21,375	(21,375)
Intrafund Transfers	—	—
Net County Cost	21,375	(21,375)
Positions	—	—

## Department of Housing (7900B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### Total Funding Adjustments

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	30,051,197	(30,191,955)
Requirements		
Gross Appropriations	33,302,149	(33,448,116)
Intrafund Transfers	(3,250,000)	3,250,000
Net County Cost	952	(6,161)
Positions	3	—

## Housing and Community Development (7920P)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	30,051,197	(30,191,955)
Requirements		
Gross Appropriations	33,302,149	(33,448,116)
Intrafund Transfers	(3,250,000)	3,250,000
Net County Cost	952	(6,161)
Positions	3	—

**1. Measure K Rollover: One-Time Initiatives:** Unspent funds from FY 2018-19 are rolled forward and appropriated in FY 2019-20 for the following one-time Measure K initiatives: BHRS Provider Property Debt, Innovation Fund, Middlefield Junction, Mobile Home Park Outreach, Housing Preservation, and Second Unit Amnesty Program.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,394,905	(1,394,905)
Requirements		
Gross Appropriations	1,394,905	(1,394,905)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Measure K Rollover: Affordable Housing Fund:** Unspent funds from FY 2018-19 are rolled forward and appropriated in FY 2019-20.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	23,129,481	(23,129,481)
Requirements		
Gross Appropriations	26,379,481	(26,379,481)
Intrafund Transfers	(3,250,000)	3,250,000
Net County Cost	—	—
Positions	—	—

**3. Federal Funding Rollover:** Unexpended Federal funding from FY 2018-19 is rolled forward and appropriated in FY 2019-20, including: CDBG, HOME, ESG, and Program Income, referred to as Revolving Loan Fund.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	3,677,581	(3,677,581)
Requirements		
Gross Appropriations	3,677,581	(3,677,581)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**4. Limited Term Conversion: HCD Specialists:** This action increases the number of authorized positions by three Housing and Community Development Specialists III, and reduces limited term positions by three. The cost of the added positions is fully funded by Measure K and reductions in budget allocations for term staff.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(250,382)	—
Requirements		
Gross Appropriations	(250,000)	(6,161)
Intrafund Transfers	—	—
Net County Cost	382	(6,161)
Positions	3	—

**5. Adjustment to Baird + Driskell Contract:** This action increases reimbursement funds from C/CAG and corresponding appropriations for Department of Housing's contract with consulting firm Baird + Driskell for various housing activities.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	62,500	—
Requirements		
Gross Appropriations	62,500	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**6. Measure K Rollover Corrections:** This action corrects rollover adjustments made in error in the Recommended Budget for the following one-time Measure K initiatives: BHRP Provider Property Debt, Innovation Fund, Middlefield Junction, Mobile Home Park Outreach, Housing Preservation, and Second Unit Amnesty Program. Final rollover of unspent Measure K funds from FY 2018-19 for these initiatives is adjusted in a separate package.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(1,785,641)	1,785,641
Requirements		
Gross Appropriations	(1,785,641)	1,785,641
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**7. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	570	—
Intrafund Transfers	—	—
Net County Cost	570	—
Positions	—	—

**8. Measure K Allocation Adjustments:** This action adjusts funds in FY 2019-20 between various Department of Housing Measure K initiatives, as approved by the County Manager's Office. Funds are shifted from Landlord-Tenant Information and Referral to 21 Elements C/CAG to cover an increased contract, and remaining funds in Housing Preservation (which is not continuing) are redirected to Affordable Housing Fund.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**9. Measure K Rollover: Ongoing Initiatives:** Unspent funds from FY 2018-19 are rolled forward and appropriated in FY 2019-20 for the following ongoing Measure K initiatives: 21 Elements C/CAG, HIP Shared Housing, Landlord-Tenant Information and Referral, Staff Support, and Farm Labor Housing.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	3,672,753	(3,672,753)
Requirements		
Gross Appropriations	3,672,753	(3,672,753)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**10. Measure K Year 2 Allocations:** On-going Measure K initiatives 21 Elements C/CAG, HIP Shared Housing, Landlord-Tenant Information and Referral, Staff Support, and Farm Labor Housing receive a three percent increase in funding over the previous fiscal year's funding amount, approved by the County Manager's Office and the Board of Supervisors.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	47,124
Requirements		
Gross Appropriations	—	47,124
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**11. Second Units One-Stop Shop Initiative:** A pilot program, approved by the Board of Supervisors and serviced by a third party vendor, will be funded by revenue from local jurisdictions: East Palo Alto, Redwood City, Pacifica, and the County of San Mateo. The Department of Housing will enter into MOUs or contracts with the cities to provide technical assistance on second units.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	150,000	(150,000)
Requirements		
Gross Appropriations	150,000	(150,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

# **Attachment D**

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**SEPTEMBER REVISIONS**

## **ADMINISTRATION AND FISCAL SERVICES**

## Board of Supervisors (1100B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	840	—
Intrafund Transfers	—	—
Net County Cost	840	—
Positions	—	—

**1. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	840	—
Intrafund Transfers	—	—
Net County Cost	840	—
Positions	—	—



**County Manager/Clerk of the Board (1200D)****County Manager/Clerk of the Board (1200B)****FY 2019-20 and FY 2020-21 Funding Adjustments**

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

**Total Funding Adjustments****FY 2019-20 & FY 2020-21 Total Funding Adjustments**

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	(805,501)	628,677
Requirements		
Gross Appropriations	(207,291)	908,273
Intrafund Transfers	(150,000)	—
Contingencies/Dept Reserves	161,888	—
Net County Cost	610,098	279,596
Positions	8	—

**County Management (1210P)**

**1. Add Management Analyst Positions:** Three Management Analyst positions are being added to the County Manager's Office in order to re-distribute the workload in the Budget, Policy, and Performance Unit as well as provide project management and support to a number of countywide operational reviews. Some of the major projects that these positions will be working on, include but are not limited to: an analysis of the county vehicle fleet; support to and program review of the county youth commission; and a county-wide transportation analysis.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	372,909	50,435
Intrafund Transfers	—	—
Net County Cost	372,909	50,435
Positions	3	—

**2. Limited Term Conversion: Community Workers:** This action increases the number of authorized positions by three Community Workers and reduces limited term positions by three. The cost of the added positions are offset by a decrease in the allocation for extra help. The primary responsibility of these positions will be to organize community outreach and engagement efforts in collaboration with multiple county departments for projects in the unincorporated areas of San Mateo County, including North Fair Oaks. Additionally, these positions will provide educational workshops as well as provide project planning and implementation to various communities in San Mateo County.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	99,498
Intrafund Transfers	—	—
Net County Cost	—	99,498
Positions	3	—

**3. Fund Balance Adjustment:** This action adjusts and allocates fund balance to Reserves in FY 2019-20. In FY 2020-21 fund balance is reduced with an offset to expenditures.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	161,888	(358,867)
Requirements		
Gross Appropriations	—	(358,867)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	161,888	—
Net County Cost	—	—
Positions	—	—

**4. Measure K Changes: Outreach Coordinator, Administrative Assistant & Legal Aid Society Agreement:** Adjustments are made to Measure K appropriations to match the approved allocation amounts.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(42,787)	21,834
Requirements		
Gross Appropriations	(42,787)	15,654
Intrafund Transfers	—	—
Net County Cost	—	(6,180)
Positions	—	—

**5. Add Community Program Analyst:** This action adds a permanent Community Program Analyst as a result of the limited term analysis conducted by the County Manager's Office and Human Resources. The primary responsibility of this position will be to act as a liaison between County departments and the community to facilitate information sharing and feedback regarding immigrant services available to San Mateo County residents. This position will coordinate, monitor, and evaluate current services to the county's immigrant residents; apply for and administer grants; make presentations to boards, committees, and other groups; and assist in the development and implementation of policies and procedures.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	119,015	48,489
Intrafund Transfers	—	—
Net County Cost	119,015	48,489
Positions	1	—

**6. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	1,710	—
Intrafund Transfers	—	—
Net County Cost	1,710	—
Positions	—	—

**7. Measure K Rollover: Middlefield Road Streetscape Project:** Adjustments are made to ongoing Measure K initiative for the Middlefield Road Streetscape Project to reflect spending in FY 2018-19 and to match approved allocation amounts.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(944,852)	944,852
Requirements		
Gross Appropriations	(944,852)	944,852
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**8. Transfer Senior Accountant:** This action moves one Senior Accountant position from the Project Development Unit to the County Management division of the County Manager's Office (CMO) to consolidate all CMO accounting functions under the Chief Financial Officer.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	1	—

### Clerk of the Board (1215P)

**9. Youth Commission Support:** The Youth Commission aims to address issues affecting Youth in San Mateo County as well as to close the gap between adult and youth perspectives. Beginning in November 2019, support for the Youth Commission and associated Net County Cost will move from the Health System to the County Manager's Office.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	87,749	65,584
Intrafund Transfers	—	—
Net County Cost	87,749	65,584
Positions	—	—

### Special Projects and Grants (1217P)

**10. Measure K Changes: Home for All & Students With Amazing Goals:** Adjustments are made to ongoing Measure K initiatives Home for All and the Students With Amazing Goals program to match approved allocation amounts.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	20,250	20,858
Requirements		
Gross Appropriations	20,250	20,858
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Project Development Unit (1230P)

**11. Transfer of Senior Accountant Position:** This action moves one Senior Accountant position from the Project Development Unit to the County Management division of the County Manager's Office (CMO) to consolidate all CMO accounting functions under the Chief Financial Officer.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(172,377)	(6,211)
Intrafund Transfers	—	—
Net County Cost	(172,377)	(6,211)
Positions	(1)	—

**12. Services and Supplies Budget Adjustment:** This action adds appropriations to Services and Supplies to better align with the projected costs for the fiscal year.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	351,092	19,470
Intrafund Transfers	(150,000)	—
Net County Cost	201,092	19,470
Positions	—	—

**13. Office Specialist:** This action adds one Office Specialist position to the Project Development Unit and removes appropriations for one extra help Office Specialist position from the Regular Pay Adjustment account.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	8,511
Intrafund Transfers	—	—
Net County Cost	—	8,511
Positions	1	—

## CMO Revenue Services (1270B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	(432,616)	432,616
Requirements		
Gross Appropriations	(431,716)	432,616
Intrafund Transfers	(900)	—
Net County Cost	—	—
Positions	—	—

**1. Fund Balance Adjustment:** Final Fund Balance is adjusted and corresponding appropriation changes are made in Salaries and Benefits and Services and Supplies.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(432,616)	432,616
Requirements		
Gross Appropriations	(432,616)	432,616
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars, through a transfer from Non-Departmental, to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	900	—
Intrafund Transfers	(900)	—
Net County Cost	—	—
Positions	—	—

## Assessor-County Clerk-Recorder (1300B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### Total Funding Adjustments

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	1,310,419	(1,310,419)
Requirements		
Gross Appropriations	21,543,818	(10,047,816)
Intrafund Transfers	(19,618,045)	8,826,160
Net County Cost	615,354	88,763
Positions	9	—

### Appraisal Services (1310P)

**1. Fund Balance Adjustment: Consultant for Cap Rate Study:** Final Fund Balance is adjusted and appropriated for Capitalization Rate Study Report for the Appraisal Services Division to assist appraisal staff in determining capitalization rates for assessment purposes for multiple property types.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	100,000	(100,000)
Requirements		
Gross Appropriations	100,000	(100,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Assessor Property Assessment System:** Funding is appropriated for expenditures associated with the Assessor Property Assessment System (APAS). The APAS project is a business-driven effort to replace the legacy system, modernize the county's property assessment tools, improve office workflows, and streamline internal/external interfaces to ACRE systems in order to meet the needs of constituents and stakeholders to maintain the statutory and constitutional obligations of San Mateo County.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	11,222,559	(430,674)
Intrafund Transfers	(11,222,559)	430,674
Net County Cost	—	—
Positions	—	—

**3. Employee Recognition Fund - 13100:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefiting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	3,720	—
Intrafund Transfers	—	—
Net County Cost	3,720	—
Positions	—	—

**4. Limited Term Conversions: APAS Positions:** This action increases the number of authorized positions by eight and reduces limited term positions by eight to oversee all aspects of the new Assessor Property Assessment System. The positions added are: three Department Systems Analysts, two IS Project Manager IIs, two Principal Appraisers - Exempt, and one Administrative Assistant I - Confidential. The cost of the added positions is covered by existing appropriations in the overall APAS budget.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	(3,004)
Intrafund Transfers	—	—
Net County Cost	—	(3,004)
Positions	8	—



**5. Limited Term Conversion: GIS Technician II:** This action increases the number of authorized positions by one GIS Technician II and removes one limited term GIS Technician II position. The cost of this position is fully offset by a decrease in Extra Help appropriations.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	1	—

**6. Appraisal Services Positions Add/Deletes:** This action adds two Chief Appraisers and deletes two Senior Appraisers.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	92,124	36,732
Intrafund Transfers	—	—
Net County Cost	92,124	36,732
Positions	—	—

**7. Assessor Property Assessment System Rollover:** Unspent funds associated with the Assessor Property Assessment System (APAS) from FY 2018-19 are rolled forward and appropriated in FY 2019-20. This one-time action is backed out in FY 2020-21.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	8,395,486	(8,395,486)
Intrafund Transfers	(8,395,486)	8,395,486
Net County Cost	—	—
Positions	—	—

**8. Fund Balance Adjustment: Cyber Security Consultant:** Final Fund Balance is adjusted and appropriated for a cyber security consultant to assist with the implementation of the Grand Jury analysis and recommendations. This consultant will be essential to the development of the Assessor-County Clerk-Recorder-Elections cyber security plan to protect the department's extensive constitutional and confidential databases.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	250,000	(250,000)
Requirements		
Gross Appropriations	250,000	(250,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

### Administration and Support (1320P)

**9. Employee Recognition Fund - 13200:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefiting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	390	—
Intrafund Transfers	—	—
Net County Cost	390	—
Positions	—	—

### Elections (1330P)

**10. Fund Balance Adjustment: United States Postal Service CAPS Election Postal Funding:** Fund Balance is adjusted and appropriated to account for a refund of United States Postal Service CAPS money to reset election postage/permits in FY 2019-20.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	260,419	(260,419)
Requirements		
Gross Appropriations	260,419	(260,419)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**11. Elections Extra Help Funding:** Funding is appropriated for recovering Elections extra help budget that was used to partially offset five regular positions added in the FY 2019-21 Recommended Budget.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	387,001	3,010
Intrafund Transfers	—	—
Net County Cost	387,001	3,010
Positions	—	—

**12. Employee Recognition Fund - 13300:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefiting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	750	—
Intrafund Transfers	—	—
Net County Cost	750	—
Positions	—	—

**13. Elections Positions Add/Deletes:** This action adds three Election Specialist III positions and one Departmental Systems Analyst position, and deletes two Election Specialist II, one Office Assistant II, and one Election Technician for a net change of zero positions.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	130,589	52,025
Intrafund Transfers	—	—
Net County Cost	130,589	52,025
Positions	—	—

**14. Fund Balance Adjustment: Elections Security Fencing :** Final Fund Balance is adjusted and appropriated for Elections security fencing to ensure the security of both live, voted paper ballots and the ballot marking devices under the Voter's Choice Act. The fencing will be semi-permanent and connected to the electronic key card system, feature enforced two-person integrity, and is intended to remain in place until the facility build-out is complete.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	300,000	(300,000)
Requirements		
Gross Appropriations	300,000	(300,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**15. Fund Balance Adjustment: 2019 UDEL Voter Outreach:** Final Fund Balance is adjusted and appropriated for the Voter Education and Outreach for the November 2019 Consolidated Municipal, School and Special District Election. The 2018 transition to the Voter's Choice Act election model and the new Dominion Democracy Suite Voting system in 2019 make it essential to inform voters of the changes at the polls.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	200,000	(200,000)
Requirements		
Gross Appropriations	200,000	(200,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

### County Clerk-Recorder (1340P)

**16. Fund Balance Adjustment: Preservation of Historical Documents Project:** Final Fund Balance is adjusted and appropriated for the Kofile Preservation of Historical Documents project that addresses the preservation, long-term management, and digital access of maps, records, and vitals.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	200,000	(200,000)
Requirements		
Gross Appropriations	200,000	(200,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**17. Employee Recognition Fund - 13400:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefiting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	780	—
Intrafund Transfers	—	—
Net County Cost	780	—
Positions	—	—

## Controller's Office (1400B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### Total Funding Adjustments

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	422,904	(393,256)
Requirements		
Gross Appropriations	466,832	(370,243)
Intrafund Transfers	—	—
Net County Cost	43,928	23,013
Positions	5	—

## Administration (1411P)

**1. Fund Balance Adjustment:** Fund Balance is adjusted and appropriated to extra help hours, the Disaster Cost Recovery Annex project, other professional contract needs, and other administrative costs.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	394,801	(394,801)
Requirements		
Gross Appropriations	286,899	(286,899)
Intrafund Transfers	—	—
Net County Cost	(107,902)	107,902
Positions	—	—

**2. Adjustments to Extra Help Budget:** This action adjusts the extra help budget to delete a Term Project Program Associate IV position effective January 29, 2020 that has termed out, and appropriates additional extra help hours in FY 2019-20.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	45,680	(152,547)
Intrafund Transfers	—	—
Net County Cost	45,680	(152,547)
Positions	—	—

**3. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	1,620	—
Intrafund Transfers	—	—
Net County Cost	1,620	—
Positions	—	—

**4. Fiscal Office Specialists Year 2 Offset:** This action reduces extra help hours to cover the cost of the conversion of one term and one extra help position to two permanent Fiscal Office Specialist positions in General Accounting.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	(45,927)
Intrafund Transfers	—	—
Net County Cost	—	(45,927)
Positions	—	—

**5. Offsets for Senior Accountant Reclass and Payroll Personnel Coordinator IV:** This action reduces Other Professional Contract Services in FY 2019-20 to offset the costs of reclassification of one Fiscal Office Services Supervisor to a Senior Accountant in Accounts Payable of the Fiscal Services Division, and the addition of one Extra Help Payroll Personnel Coordinator IV-Confidential position in the Payroll Division.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(65,049)	65,049
Intrafund Transfers	—	—
Net County Cost	(65,049)	65,049
Positions	—	—

## Internal Audit (1421P)

**6. Removal of Term Internal Auditor II:** This action deletes one term Internal Auditor II position.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(127,792)	(4,946)
Intrafund Transfers	—	—
Net County Cost	(127,792)	(4,946)
Positions	—	—

## Payroll Services (1431P)

**7. Extra Help Payroll Personnel Coordinator IV- C:** This action adds an extra help Payroll Personnel Coordinator IV - Confidential position effective 12/29/2019 to meet an increase in workload due to the expanding of the State Disability Insurance (SDI) program to managers, attorneys, and confidential (MAC) employees.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	39,254	40,419
Intrafund Transfers	—	—
Net County Cost	39,254	40,419
Positions	—	—

**8. Departmental Systems Analyst Year 2 Offset:** This action reduces Extra Help hours to cover the conversion of one Departmental Systems Analyst from term to permanent in Controller Information Systems.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	(119,258)
Intrafund Transfers	—	—
Net County Cost	—	(119,258)
Positions	—	—



**9. Extra Help - Payroll Services:** This action appropriates funding to provide expanded capacity on as-needed basis to Payroll Services division.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	115,051	64,245
Intrafund Transfers	—	—
Net County Cost	115,051	64,245
Positions	—	—

### Controller Information Systems (1432P)

**10. Limited Term Conversion: Departmental Systems Analyst:** This action increases the number of authorized positions by one and reduces limited term positions by one. The cost of the added position is fully offset by a decrease in the allocation for extra help. One Term Departmental Systems Analyst is converted to permanent. The position will provide enhancements, automation, on-going maintenance, and support of the financial accounting system (OFAS).

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	119,257
Intrafund Transfers	—	—
Net County Cost	—	119,257
Positions	1	—

### General Accounting (1441P)

**11. Limited Term/Extra Help Conversion: Fiscal Office Specialists:** This action increases the number of authorized positions by two and reduces limited term positions by one and extra help positions by one. The cost of the added positions are fully offset by a decrease in the allocation for extra help. One term and one extra help Fiscal Office Specialists (total of two positions) are converted to permanent to provide on-going review of accounts payable "O" batches and daily wire transfers, and creating and updating PEIDs and encumbrances.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	1	45,927
Intrafund Transfers	—	—
Net County Cost	1	45,927
Positions	2	—

**12. Senior Accountant/FOS Supervisor Add/Delete:** This action reclassifies one Fiscal Office Services Supervisor to a Senior Accountant position to oversee accounts payable (AP) within the Fiscal Services Division. The position will be responsible for tasks such as ensuring adequate service levels, collaborating with County departments, and developing documented AP desk procedures.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	25,794	10,279
Intrafund Transfers	—	—
Net County Cost	25,794	10,279
Positions	—	—

### Property Tax/Special Accounting (1461P)

**13. Fund Balance Adjustment: Contractor for Tax Collector Integration:** Fund Balance is adjusted and appropriated to Other Professional Contract Services for project management services of the current property tax system's interphase implementation with the Tax Collector's Office new system. The cost of this item is covered in full by an equal reduction in net county cost created through a Fund Balance Adjustment in the Administrative Division.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	107,902	(107,902)
Intrafund Transfers	—	—
Net County Cost	107,902	(107,902)
Positions	—	—

**14. Limited Term Conversion: IS Business Analyst III:** This action increases the number of authorized positions by one and reduces limited term positions by one. The cost of the added position is fully offset by a decrease in the allocation for extra help. One Term IS Business Analyst III position is converted to permanent to provide on-going maintenance and user support of the existing property tax system.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	1	—
Intrafund Transfers	—	—
Net County Cost	1	—
Positions	1	—

**15. Management Analyst:** This action adds a permanent Management Analyst position to fulfill mandated requirements by the Countywide Oversight Board which include, but are not limited to, coordinating with the Clerk of the Board for monthly Board meetings and related communications. Position costs are funded 75 percent by the Countywide Oversight Board and 25 percent by Net County Cost.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	28,103	1,545
Requirements		
Gross Appropriations	37,471	2,060
Intrafund Transfers	—	—
Net County Cost	9,368	515
Positions	1	—

## Treasurer - Tax Collector (1500B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### Total Funding Adjustments

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	1,080,164	129,836
Requirements		
Gross Appropriations	1,081,304	129,836
Intrafund Transfers	—	—
Net County Cost	1,140	—
Positions	—	—

## Tax Collector (1510P)

**1. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	510	—
Intrafund Transfers	—	—
Net County Cost	510	—
Positions	—	—

## Treasurer (1520P)

**2. Fund Balance Adjustment:** Final Fund Balance is adjusted and appropriated for costs related to the new property tax system, other technology refreshments for the office, and the cost of investment advisory services.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,080,164	(1,080,164)
Requirements		
Gross Appropriations	1,080,164	(1,080,164)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**3. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	630	—
Intrafund Transfers	—	—
Net County Cost	630	—
Positions	—	—

**4. Administrative Cost Appropriation:** Projects increased revenue from revised commission fee schedule and increases projected expenditures for administrative costs.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	1,210,000
Requirements		
Gross Appropriations	—	1,210,000
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Retirement Office (2000B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	(20,963)	20,963
Requirements		
Gross Appropriations	(20,963)	20,963
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	(1)	—

**1. Other Adjustments:** This action adjusts for miscellaneous revenue, facility rental expenses, special departments expenses, and benefits.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	(20,963)	20,963
Requirements		
Gross Appropriations	(20,963)	20,963
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Assistant Executive Officer :** This action eliminates one Assistant Executive Officer due to an internal re-organization. Savings from the position deletion are allocated towards extra help.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	(1)	—

**County Counsel's Office (1600B)****FY 2019-20 and FY 2020-21 Funding Adjustments**

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

**FY 2019-20 & FY 2020-21 Total Funding Adjustments**

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	3,289,182	500,000
Requirements		
Gross Appropriations	(155,127)	(69,101)
Intrafund Transfers	2,000,000	—
Contingencies/Dept Reserves	1,289,182	500,000
Net County Cost	(155,127)	(69,101)
Positions	(1)	—

**1. Fund Balance Adjustment: Reserves:** Final Fund Balance is set aside in Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	361,059	428,123
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	361,059	428,123
Net County Cost	—	—
Positions	—	—

**2. September Revisions Adjustments:** Anticipated settlement revenue is set aside in Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	2,928,123	71,877
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	2,000,000	—
Contingencies/Dept Reserves	928,123	71,877
Net County Cost	—	—
Positions	—	—

**3. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	1,560	—
Intrafund Transfers	—	—
Net County Cost	1,560	—
Positions	—	—

**4. Human Services Manager I:** One Human Services Manager I is deleted.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(156,687)	(69,101)
Intrafund Transfers	—	—
Net County Cost	(156,687)	(69,101)
Positions	(1)	—



**Human Resources Department (1700D)****Human Resources Department (1700B)****FY 2019-20 and FY 2020-21 Funding Adjustments**

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

**Total Funding Adjustments****FY 2019-20 & FY 2020-21 Total Funding Adjustments**

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	530,949	(476,053)
Requirements		
Gross Appropriations	752,921	(696,053)
Intrafund Transfers	(220,000)	220,000
Contingencies/Dept Reserves	1,508	—
Net County Cost	3,480	—
Positions	2	—

**HR Strategic Support and Partnerships (1710P)**

**1. Fund Balance Adjustment:** This action budgets and allocates additional Fund Balance from FY 2018-19.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	56,059	(54,551)
Requirements		
Gross Appropriations	54,551	(54,551)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	1,508	—
Net County Cost	—	—
Positions	—	—

**2. Measure K Allocation: Supported Training Employment Program (STEP) :** This action budgets and allocates FY 2019-20 one-time additional STEP funding from Non-Departmental and approved FY 2020-21 Measure K COLA.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	12,360
Requirements		
Gross Appropriations	120,000	(107,640)
Intrafund Transfers	(120,000)	120,000
Net County Cost	—	—
Positions	—	—

**3. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	3,480	—
Intrafund Transfers	—	—
Net County Cost	3,480	—
Positions	—	—

**4. Recruitment & Retention Strategies:** HR will be launching a Request for Proposal to select a firm/individual that will review existing Recruitment & Retention strategies, research best practices, and identify new opportunities to attract and retain talent in San Mateo County.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	100,000	(100,000)
Intrafund Transfers	(100,000)	100,000
Net County Cost	—	—
Positions	—	—

### Employee Benefits & Wellness and HRIM (1720P)

**5. Limited Term Conversion: HR Tech Confidential:** This action increases the number of authorized positions by one Human Resources Technician - Confidential, and reduces limited term positions by one. The cost of the added position is fully offset by a decrease in the allocation for extra help and additional interfund revenue.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	13,840	329
Requirements		
Gross Appropriations	13,840	329
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	1	—

## Risk Management (1730P)

**6. Fund Balance Adjustment:** This action budgets and allocates additional Fund Balance from FY 2018-19.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	411,540	(411,540)
Requirements		
Gross Appropriations	411,540	(411,540)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**7. Limited Term Conversion: Management Analyst:** This action increases the number of authorized positions by one Management Analyst, and reduces limited term positions by one. The cost of the added position is fully offset by a decrease in the allocation for extra help and additional interfund revenue.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	19,737	7,122
Requirements		
Gross Appropriations	19,737	7,122
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	1	—

## Workforce Resources and Diversity (1750P)

**8. Fund Balance Adjustment:** This action budgets and allocates additional Fund Balance from FY 2018-19.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	29,773	(29,773)
Requirements		
Gross Appropriations	29,773	(29,773)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Shared Services (1780B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### Total Funding Adjustments

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	3,833	(3,833)
Requirements		
Gross Appropriations	4,283	(3,833)
Intrafund Transfers	—	—
Net County Cost	450	—
Positions	—	—

## Shared Services (1780P)

**1. Fund Balance Adjustment:** This action budgets and allocates additional Fund Balance from FY 2018-19.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	3,833	(3,833)
Requirements		
Gross Appropriations	3,833	(3,833)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**2. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	450	—
Intrafund Transfers	—	—
Net County Cost	450	—
Positions	—	—

## Information Services Department (1800B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### Total Funding Adjustments

#### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	5,668,375	(8,068,350)
Requirements		
Gross Appropriations	6,905,954	(9,619,717)
Intrafund Transfers	(1,282,762)	1,551,367
Contingencies/Dept Reserves	45,183	—
Net County Cost	—	—
Positions	7	—

## Business & Fiscal Administration (1810P)

**1. Limited Term Conversion: Contract Administrator I/II :** This action increases the number of authorized positions by one Contract Administrator and reduces limited term positions by one. The cost of the added position is fully offset by a decrease in the allocation for extra help.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	107,998	44,099
Intrafund Transfers	—	—
Net County Cost	107,998	44,099
Positions	1	—

**2. Adjustment to Extra Help Budget:** This action reduces the budget to extra help to offset the limited term to permanent position changes in the unit.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(107,147)	(900,121)
Intrafund Transfers	—	—
Net County Cost	(107,147)	(900,121)
Positions	—	—

**3. Fund Balance Adjustment: Expenditures:** This action adjusts and appropriates Fund Balance to expenditures for one-time Fund Balance funded initiatives.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	1,808,271	(3,489,150)
Requirements		
Gross Appropriations	1,808,271	(3,489,150)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

### Client Success (1820P)

**4. Reserve Adjustment:** This action appropriates Reserves moved from another unit, 1830P, for Server and Disaster Recovery.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	138,000	—
Net County Cost	138,000	—
Positions	—	—

### IT Operations (1830P)

**5. Limited Term Conversion: IS Project Manager I:** This action increases the number of authorized positions by one IS Project Manager, and reduces limited term positions by one. The cost of the added position is fully offset by a decrease in the allocation for extra help.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	161,536	64,305
Intrafund Transfers	—	—
Net County Cost	161,536	64,305
Positions	1	—

**6. Limited Term Conversion: IS Project Manager I:** This action increases the number of authorized positions by one IS Project Manager, and reduces limited term positions by one. The cost of the added position is fully offset by a decrease in the allocation for extra help.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	161,536	64,305
Intrafund Transfers	—	—
Net County Cost	161,536	64,305
Positions	1	—

**7. Limited Term Conversion: Communications Officer:** This action increases the number of authorized positions by one Communications Officer and reduces limited term positions by one. The cost of the added position is fully offset by a decrease in the allocation for extra help.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	152,694	62,206
Intrafund Transfers	—	—
Net County Cost	152,694	62,206
Positions	1	—

**8. Adjustment to Extra Help Budget:** This action reduces the budget to extra help to offset the limited term to permanent position changes in the unit.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(748,099)	(52,845)
Intrafund Transfers	—	—
Net County Cost	(748,099)	(52,845)
Positions	—	—

**9. Fund Balance Adjustment: Expenditures and Reserves:** This action adjusts and appropriates Fund Balance to expenditures, and decreases Reserves to be moved to another unit, 1820P.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	196,401	(960,680)
Requirements		
Gross Appropriations	196,401	(196,401)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	(138,000)	—
Net County Cost	(138,000)	764,279
Positions	—	—

### IT Security (1850P)

**10. Limited Term Conversion: IS Manager I :** This action increases the number of authorized positions by one and reduces limited term positions by two to support a variety of cyber security projects and provide oversight over IT security operations. The cost for the position is offset by a reduction to the extra help allocation.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	153,565	61,637
Intrafund Transfers	—	—
Net County Cost	153,565	61,637
Positions	1	—

### Applications (1860P)

**11. Limited Term Conversion: IS Data Specialist II:** This action increases the number of authorized positions by one IS Data Specialist, and reduces limited term positions by one. The cost of the added position is fully offset by a decrease in the allocation for extra help.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	142,997	58,043
Intrafund Transfers	—	—
Net County Cost	142,997	58,043
Positions	1	—



**12. Limited Term Conversion: IS Application Support - Senior :** This action increases the number of authorized positions by one IS Application Support - Senior, and reduces limited term positions by one. The cost of the added position is fully offset by a decrease in the allocation for extra help.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	152,558	61,298
Intrafund Transfers	—	—
Net County Cost	152,558	61,298
Positions	1	—

**13. Adjustment to Extra Help Budget:** This action reduces the budget to extra help to offset the limited term to permanent position changes in the unit.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	(177,638)	(495,811)
Intrafund Transfers	—	268,605
Net County Cost	(177,638)	(227,206)
Positions	—	—

## Planning & Project Management (1844P)

**14. Non-Departmental Appropriation:** This action appropriates rollover funding for multi-year IT Capital Projects that will continue in FY 2019-20.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	1,282,762	(1,282,762)
Intrafund Transfers	(1,282,762)	1,282,762
Net County Cost	—	—
Positions	—	—

**15. Prop 172 Re-Appropriation:** This action re-appropriates rollover funding for multi-year IT Capital Projects that will continue in FY 2019-20.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	2,167,410	(2,167,410)
Requirements		
Gross Appropriations	2,167,410	(2,167,410)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**16. Customer Funded Appropriation:** This action appropriates reimbursements and expenditures for Smart Corridor Fiber project.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	190,657	(190,657)
Requirements		
Gross Appropriations	190,657	(190,657)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**17. Fund Balance Adjustment: Reserves:** This action adjusts and appropriates Fund Balance to Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	45,183	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	45,183	—
Net County Cost	—	—
Positions	—	—

**18. Measure K Rollover: IT Capital Projects:** This action appropriates rollover funding for multi-year IT Capital Projects that will continue in FY 2019-20.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	847,598	(847,598)
Requirements		
Gross Appropriations	847,598	(847,598)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**19. Measure K Rollover: ROC:** This action appropriates rollover funding for multi-year IT Capital Projects that will continue in FY 2019-20.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	412,855	(412,855)
Requirements		
Gross Appropriations	412,855	(412,855)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

## Non-Departmental Services (8000B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	93,567,521	(28,747,716)
Requirements		
Gross Appropriations	55,486,329	(32,024,192)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	31,796,625	(47,792)
Net County Cost	(6,284,567)	(3,324,268)
Positions	—	—

**1. Employee Recognition Fund:** To further promote a culture of engagement, high performance/service, and retention, the County has established an Employee Recognition Fund. This fund will use General Fund dollars, through a transfer from Non-Departmental, to cover event costs associated with honoring staff for performing excellent work that contributes to successful outcomes benefitting the County and the community.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	2,430	—
Intrafund Transfers	—	—
Net County Cost	2,430	—
Positions	—	—

**2. Measure K Rollover - District Discretionary:** Rollover of unspent District Discretionary funds from FY 2017-19.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	5,131,452	(5,131,452)
Requirements		
Gross Appropriations	5,131,452	(5,131,452)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

### 3. Assessor Property Assessment System (APAS): Funds for APAS.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	9,395,486	(9,395,486)
Intrafund Transfers	—	—
Net County Cost	9,395,486	(9,395,486)
Positions	—	—

**4. Major Capital Projects General Fund Contribution:** Major Capital Projects General Fund contribution to include the Coroner and unspent appropriations from FY 2018-19.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	26,446,068	(19,913,211)
Intrafund Transfers	—	—
Net County Cost	26,446,068	(19,913,211)
Positions	—	—

**5. Parks General Fund Contribution:** Parks General Fund contribution unspent appropriation for FY 2018-19 and additional Parks projects included in the FY 2020-21 budget (Flood, Memorial, and Coyote Point).

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	1,010,281	15,898,719
Intrafund Transfers	—	—
Net County Cost	1,010,281	15,898,719
Positions	—	—

**6. Countywide Special Projects:** Countywide special projects associated with September changes in facilities and capital.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	950,000	(950,000)
Intrafund Transfers	—	—
Net County Cost	950,000	(950,000)
Positions	—	—

**7. Loan for Belmont Sports Complex:** Loan for Belmont Sports Complex.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	6,000,000	(6,000,000)
Intrafund Transfers	—	—
Net County Cost	6,000,000	(6,000,000)
Positions	—	—

**8. 795 Skyway Building Loan:** This action appropriates \$6,000,000 of loan proceeds in FY 2019-20 from Measure K for the redevelopment of the 795 Skyway Building at San Carlos Airport for future use by aviation-based businesses. Monies will be paid back using Measure K fuel tax funds allocated to the Airport in approximately 2 years. In FY 2020-21, this one-time appropriation is removed.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	6,000,000	(6,000,000)
Requirements		
Gross Appropriations	6,000,000	(6,000,000)
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

**9. STEP Program and Hiring Process Assessment:** For the additional cost of the STEP Program for one year and a Hiring Process Assessment.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	250,000	(250,000)
Intrafund Transfers	—	—
Net County Cost	250,000	(250,000)
Positions	—	—

**10. Information Services Department:** Rollover of appropriations for an existing project in the Information Services Department.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	282,762	(282,762)
Intrafund Transfers	—	—
Net County Cost	282,762	(282,762)
Positions	—	—

**11. Employee Recognition Fund:** For the Employee Recognition Fund.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	—	—
Requirements		
Gross Appropriations	17,850	—
Intrafund Transfers	—	—
Net County Cost	17,850	—
Positions	—	—

**12. Fund Balance Adjustment for Net Department NCC:** Year End adjustment to align Departmental NCC.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	50,639,444	(17,616,264)
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Net County Cost	(50,639,444)	17,616,264
Positions	—	—

**13. Year-End Fund Balance Adjustment:** Year-end Fund Balance adjustment.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	31,796,625	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	31,796,625	(47,792)
Net County Cost	—	(47,792)
Positions	—	—



## Debt Service Fund (8900B)

### FY 2019-20 and FY 2020-21 Funding Adjustments

The following are significant changes from the FY 2019-20 Approved Recommended Budget and the FY 2020-21 Preliminary Recommended Budget.

### FY 2019-20 & FY 2020-21 Total Funding Adjustments

	Total Funding Adjustments FY 2019-20	Total Funding Adjustments FY 2020-21
Sources	18,220	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Non-General Fund Reserves	18,220	—
Net County Cost	—	—
Positions	—	—

**1. Fund Balance Adjustment: Debt Service:** In FY 2019-20, the year-end Fund Balance adjustment is appropriated to Reserves.

	September Revisions FY 2019-20	September Revisions FY 2020-21
Sources	18,220	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Non-General Fund Reserves	18,220	—
Net County Cost	—	—
Positions	—	—

# **Attachment E**

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## **CAPITAL PROJECTS SUMMARY**

Project Description	FY 2019-20 Total Appropriations	FY 2020-21 Total Appropriations
<b>DEPARTMENT OF PUBLIC WORKS</b>		
<b>HEALTH AND SAFETY PROJECTS</b>		
Bollards for SMMC and Clinics	-	63,723
Children's Receiving Home Emergency Generator	748,958	-
Controller's Office Reception Area Safety Upgrades	231,213	-
Cordilleras Bathroom-Shower Improvements	60,531	-
County Office Building 2 Security Barriers and Space Improvements	418,742	-
Countywide Electrical Specifications and Safety Compliance	43,755	-
Countywide Fire Alarm Upgrade Phase 1 (Design, Programming, Survey)	485,298	-
Elections Registration Install Fire Alarm	-	-
Fire Damper Inspection and Replacement at Hall of Justice, County Office Building 2 and Maguire Correctional Facility (Inspection and Design)	163,359	-
Hall of Justice Ballistic Film Window Project	156,610	-
Health Replace 12 Fire Doors	59,242	-
Health Replace Nurse Call System Design	91,098	-
Human Services Agency - Safe Harbor Shelter Renovation	136,616	-
Psychiatric Unit Patient Safety Remodel 3AB Bathrooms and Padded Room at SMMC	620,338	-
Safe Harbor Homeless Shelter Expansion Project	1,500,000	-
Safe Harbor Shelter ADA Improvements	100,000	-
SMMC Automated Dispensing Cabinet (ADC) Upgrade	-	753,986
SMMC Compounding Pharmacy Hood	240,477	-
SMMC Endo Scope Washer Replacement	150,000	735,025
SMMC HVAC Equipment Controls Upgrade	88,253	-
SMMC Integrated Behavioral Health Therapy Room Redesign	376,947	-
SMMC MRI Project Design and Install	3,253,958	-
SMMC Outpatient Pharmacy Automation (Robot)	-	751,072
SMMC Outpatient Rotunda Restroom improvement 1st and 2nd Floor	-	421,234
SMMC Prevent Self Harm Ligature Project	1,806,177	-
SMMC Retrofit Water Tank	3,615,743	-
SMMC SPD Equipment Replacement/Upgrade	300,000	984,304
<b>Subtotal Health Projects</b>	<b>14,647,315</b>	<b>3,709,344</b>
<b>CRIMINAL JUSTICE PROJECTS</b>		
2014 MSCC Bond Administration Program	73,890	-
Demolish Jail and Old Courtroom (O) South San Francisco	881,400	-
Hall of Justice Court Tenant Improvements	750,000	6,000,000
Hall of Justice Replace Epoxy Flooring in Mechanical Room	12,783	-
Maguire Correctional Facility Renovation Phase 2	250,000	-
Maple Street Correctional Center Photovoltaic System	300,000	1,200,000
Maple Street Correctional Facility Exterior Envelope	1,000,000	-
Old Courthouse Façade Renovation	-	-
Old Courthouse Roof and Improvements	225,000	-
<b>Subtotal Criminal Justice Projects</b>	<b>3,493,073</b>	<b>7,200,000</b>

Project Description	FY 2019-20 Total Appropriations	FY 2020-21 Total Appropriations
<b>PARKS AND MARINA PROJECTS</b>	-	-
Alpine Trail Required Mitigation/Permitting	40,000	40,000
Conservation Easement at Butano Creek	25,000	10,000
Memorial Park Wastewater Treatment Plant and Collection System	3,862,821	-
Old Guadalupe Trail	200,000	-
Parallel Trail Creation Hwy 1	3,820,833	-
Pescadero Creek Dredging	-	-
Pescadero Creek Dredging - Reporting and Maintenance	146,730	50,000
Pescadero Creek Flooding Feasibility	286,233	-
Tunitas Creek Beach Acquisition, Planning, and Construction	1,350,000	1,650,000
<b>Subtotal Parks and Marina Projects</b>	<b>9,731,617</b>	<b>1,750,000</b>
<b>FCIS PROJECTS</b>		
Canyon Oaks Prep and Paint Stucco Exterior Surface Throughout	5,878	-
Central Library Replace Built Up Roof and Uninsulated Standing Seam	415,150	-
Central Library Replace Water Closet Compartment	11,521	-
Construction Services Bldg. B Replace Built Up Roof	69,006	-
Construction Services Paint Interior and Exterior	-	50,850
Construction Services Replace Built Up Roof	50,091	-
Construction Services Shop Improvements	-	-
Cordilleras Center Seal Coat Asphalt Surface	-	106,765
County Center Parking Garage Replace Existing Lighting Control Install	-	169,500
County Office Building 1 Boiler Flue Duct Replacement	138,072	-
County Office Building 1 Prepare and Paint Metal Siding (Penthouse)	5,517	-
County Office Building 1 Replace Steel Exterior Door (Penthouse)	18,916	-
County Office Building 2 Prepare and Paint Metal Roof	10,365	-
County Office Building 2 Sandblast and Epoxy Paint Structural Steel at Roof	4,089	-
Countywide Survey Update - New FCIS Projects Development	60,000	-
Election Registration Improvements - California Mandated	3,390,523	-
Facilities Projects Warranty and Close-out	50,571	-
FCIS Feasibility Study	-	3,500,482
Fire Damper Replacement Inspect and Design	163,359	-
Hall of Justice Replace 12 x 12 Vinyl Floor Tile	-	-
Hall of Justice South Entrance Restoration	870,996	-
Hall of Justice Traction Elevators 3 and 7	500,000	408,500
Honor Camp Install Monitoring Well	-	-
Human Services Agency Replace Modified Bituminous Roofing	58,161	-
Human Services Agency Replace Outdoor Packaging Units	-	-
Maguire Correctional Facility Cooling Tower CT1 Modernization	324,000	-
Maguire Correctional Facility Replace Air Handling Unit and Fans	283,378	-
Old Courthouse Roof and Improvements	165,284	-
Parking Garage Prepare and Paint Interior -Only	-	274,523
Pescadero YarFuel Tank Replacemennt	23,100	-
Prepare and Paint Exterior at Human Services Agency	-	110,618
Replace 12x12 Stapled or Cemented Mineral Fiber Acoustic Ceiling Tiles - First Floor Hall of Justice	-	98,368
Replace Air Compressor and Centrifugal Fan at SMMC	896,043	-

Project Description	FY 2019-20 Total Appropriations	FY 2020-21 Total Appropriations
Replace Air Cooled Condenser at Youth Services Center (YSC)	593,998	-
Replace Air Handling Unit at YSC	277,839	-
Replace Air Handling Units at Hall of Justice	-	-
Replace and Install Carpet Squares 1st Fl - Board Chambers at Hall of Justice	308,319	-
Replace Baseboards throughout SMMC	-	-
Replace Built up Roof at SMMC	-	76,968
Replace Carpet Various Locations at SMMC	-	149,117
Replace Co-Generation with Tico Units at Maguire Correctional Facility	641,798	-
Replace Cooling Tower Condenser CWP1 at Hall of Justice	-	114,921
Replace Elastomeric Roof Coating at County Office Building One	-	138,028
Replace Failing Condenser at Hall of Justice	243,656	-
Replace Fan Coil Unit at YSC	29,241	-
Replace Indoor Air Handling Units (AC3 SF1 and SF2) - Hall of Justice	259,900	-
Replace Roof at Crime Lab	288,795	-
Replace Roof Drain Pipe at Human Services - 2500 Middlefield Rd	20,340	-
Replace Roof, Windows, and Mechanical Components - Nevin Health Clinic	885,000	1,000,000
Replace Smoke Detector and Fire Alarm Upgrade at SMMC	850,446	-
Replace Switchboard at Maguire Correctional Facility	471,888	-
Replace Two Condenser Units and AHU Unit at YSC	352,892	-
Replace Two Heat Pump Units at Maguire Correctional Facility	243,656	-
SMMC Exterior Masonry Corrective Deficiencies	-	801,360
SMMC Eye Washer Project	99,564	-
South San Francisco 306 Spruce Mechanical Improvements	781,366	-
South San Francisco Adult Probation Replace Vinyl Floor Tiles	-	-
YSC Co-Generation/Central Plant Upgrade	287,795	-
<b>Subtotal FCIS Projects</b>	<b>14,144,635</b>	<b>7,000,000</b>
<b>OTHER COUNTY PROJECTS</b>		
2500 Middlefield ADA Requirement (HSA Remodel)	-	-
37th Ave ADA Barrier Removal	-	-
ADA Transition Plan Projects	-	-
Agriculture, Weights, and Measures Fencing	-	-
Agriculture, Weights, and Measures Project at Chestnut	3,700,000	-
Bathroom Remodel at 728 Heller St, Redwood City	237,300	-
Camp Kemp - Replace Kitchen Countertops	-	25,000
Canyon Oaks ADA Improvements	100,000	-
Canyon Oaks Youth Center - Residential Chart Room	53,567	-
Capital Project Development	803,922	-
Cassia House Kitchen Improvements	98,656	-
Central Library Kitchen and Restroom Remodel	-	207,416
Central Library Replace Windows	-	180,224
County Office Building 1 Paint Exterior	600,000	-
Construction Services Mill Asphalt	4,707	150,000
Countywide Interior Lighting Upgrade	1,443,169	-
Crystal Springs Fencing Projects	342,541	-
CSA-7 Infrastructure Replacement	3,023,528	-

Project Description	FY 2019-20 Total Appropriations	FY 2020-21 Total Appropriations
CSA-11 Waterline to Pescadero Fire Station and Pescadero High School	650,000	-
Daytop Drug Treatment Center Seal Coat Asphalt	102,980	-
East Palo Alto ADA Improvements	150,000	-
East Palo Alto City Hall Improvements	1,372,729	7,500,000
Elections Registration Replace Insulation	141,690	-
Emergent Special Jobs	382,388	-
General Bond Program Administration	232,464	-
Graffiti Abatement Program	75,313	-
Hall of Justice Commissioning of the Air Handlers and Smoke Control Reprogramming	214,089	-
Hall of Justice Replace Generator	100,000	-
Hire Consultant to Study Flooding in North Fair Oaks	182,557	-
Human Resources 5th Floor Renovation	150,000	3,000,000
Human Services Agency Replace Outdoor Packaging Units	-	-
Integrated Workplace Management System	527,854	250,000
Lobby Improvement - Probation Adult Services	-	35,124
Maple Street Homeless Shelter Project Master Plan Design	300,000	-
Motor Pool Construction Services Mill Asphalt Pavement	369	190,000
Pescadero (CSA-11) Aquifer Study	33,893	-
Pescadero Alternate Water Source Evaluation (CSA-11)	100,000	-
Pine Street Warehouse Feasibility Study	-	-
Princeton Yard - Above Ground Fuel Tank	401,949	-
Radio Shop Project at Chestnut and Grant Yard	4,300,000	-
Sand Hill Rd Bicycle Conflict Zones Striping	19,950	-
Scenic Drive Hazard Mitigation Project - 2017 Storm Event	203,508	-
Serenity House French Drain System	400,000	-
Serenity House Project Basement Restoration	-	-
Serenity House Sub Drain Investigative Study	-	-
Skylonda 2013 Series A Bond Administration	44,982	-
SMMC Front Desk Remodels - Two Clinics	-	459,012
SMMC Replace Boilers 1-6 Phase 2	274,666	-
SMMC Respiratory New Location	-	504,529
South San Francisco Foster Youth Housing Renovations at Orange & Grand Ave	625,000	-
Spruce St-North County Health Clinic Renovations	162,771	-
Strategic Energy Master Plan Project Development	521,142	250,000
YSC - Juvenile Hall Restroom Renovation	200,000	-
YSC Replace Artificial Turf (Football Field)	228,516	-
<b>Subtotal Other Projects</b>	<b>22,506,200</b>	<b>12,751,305</b>
<b>Total, Department of Public Works</b>	<b>64,522,840</b>	<b>32,410,649</b>

Project Description	FY 2019-20 Total Appropriations	FY 2020-21 Total Appropriations
<b>PROJECT DEVELOPMENT UNIT</b>		
<b>Project Description</b>		
Animal Care Shelter	14,036,609	-
Cordilleras Mental Health Facility Replacement	2,362,224	-
Coroner's Facility	10,000,000	15,000,000
County Government Center Parking Structure II	33,000,000	7,000,000
County Office Building 3	78,790,291	71,476,000
Pescadero Fire Station Replacement	2,000,000	8,000,000
Regional Operations Center	17,977,254	-
San Mateo Medical Center	44,040,000	49,450,000
Skylonda Fire Station Project	1,759,761	-
South San Francisco County Campus	3,413,980	-
<b>Total, Project Development Unit</b>	<b>207,380,119</b>	<b>150,926,000</b>
<b>PARKS DEPARTMENT</b>		
Alambique Trail Repairs	101,194	-
Coyote Point Eastern Promenade	6,000,000	400,000
Coyote Point Park Water Distribution System	1,053,519	-
Feasibility Study for Memorial Park Homestead Trail Bridge, San Pedro Valley		
Walnut Bridge & Visitor Center Bridge Replacement Options	200,000	-
Flood Park Improvements and Renovations	1,744,099	14,000,000
Fire Road Improvements	500,000	-
Homestead Youth Septic Repair	49,159	-
Huddart Park Water Lines and Supply Systems	500,000	250,000
Huddart Richards Road Repairs	168,741	-
Memorial Park Facility Improvements	1,500,000	4,187,684
Memorial Park Homestead Trail Bridge Replacement	110,000	100,000
Memorial Park Sequoia-Sewer Plant Road Paving	200,000	-
Memorial Park Wastewater Treatment Plant and Collection System	2,232,316	1,000,000
Memorial Park Water Line Replacement Project	1,500,000	-
Old Guadalupe Trail Renovations	265,712	-
Parkwide Asphalt Paving	899,077	1,400,000
Pescadero Old Haul Road Bridge Repairs	56,972	-
Pescadero Old Haul Road Repairs	3,102,438	-
Ralston Trail Paving	107,448	-
Ranger Housing	500,000	-
Ranger Residences	515,965	300,000
Sam McDonald Visitor Center Renovation & Interpretive Center	218,643	-
San Pedro Valley Park Visitor Center Bridge Replacement	110,000	100,000
San Pedro Valley Park Walnut Bridge Replacement	110,000	100,000
Sanchez Adobe Restoration	2,396,152	-
Wunderlich Carriage House Restroom ADA Improvements	-	-
Wunderlich Stable Hay Barn Plans and Construction	242,223	-
<b>Total, Parks Department</b>	<b>24,383,658</b>	<b>21,837,684</b>

Project Description	FY 2019-20 Total Appropriations	FY 2020-21 Total Appropriations
<b>COUNTYWIDE TECHNOLOGY</b>		
<b>ASSESSOR</b>		
Assessor Property Assessment System (APAS)	19,618,045	10,200,000
GIS	200,000	200,000
Imaging (Preservation - Kofile)	200,000	-
Imaging (RICOH)	200,000	-
Voting System Replacement	7,800,000	-
<b>Subtotal Assessor</b>	<b>28,018,045</b>	<b>10,400,000</b>
<b>CONTROLLER</b>		
APIA Solution	-	1,500,000
CAFR Constructor	100,000	-
Employee Reimbursement	-	270,000
OFAS APOHININ Module	1,000,000	-
OFAS P-Card Module	-	100,000
OFAS Upgrade	-	500,000
Property Tax System	6,000,000	-
<b>Subtotal Controller</b>	<b>7,100,000</b>	<b>2,370,000</b>
<b>DISTRICT ATTORNEY</b>		
File Server Replacement	20,000	-
<b>Subtotal District Attorney</b>	<b>20,000</b>	<b>-</b>
<b>HEALTH</b>		
340B Third Party Administrator	-	80,000
Automated Direct Observed Therapy	-	100,000
Automated Dispensing Cabinet (ADC) Upgrade	-	350,000
Automated Drug Pharmacy Storage System	650,000	-
Cardiology Digital Dictation	-	150,000
Cerner Upgrades	200,000	-
CHS Electronic Health Record	600,000	-
Claims Editing System Upgrade (DSG replacement)	150,000	-
Controlled Substance Diversion Detection and Prevention	-	400,000
Dental Electronic Medical Record System	-	300,000
Digital Workplace (SharePoint / Intranet)	308,902	-
Electronic Document Management	1,200,000	-
Electronic Prescribing in the Emergency Department	200,000	-
Electronic Prescribing of Controlled Substances	-	250,000
EMS - Maddy Fund Database	-	75,000
Enterprise Data Hub	150,000	20,000
Enterprise Electronic Health Record (EHR 2.0) + EHR Assessment	20,433,959	33,000,000
GE Image vault/Echo PAC Upgrade	-	500,000
Health Information Exchange + Enterprise Data Warehouse (combined)	695,480	-
Instrument Tracking System	250,000	-
Integration of Welch Allyn and SECA data into ECW for vitals and weights	-	100,000
Internal Communication Platform	-	100,000
Local Eligibility System	550,000	-



<b>Project Description</b>	<b>FY 2019-20 Total Appropriations</b>	<b>FY 2020-21 Total Appropriations</b>
Materials Management Information System (Caduceus replacement)	250,000	500,000
OI Enhancement - Reports Portal and Autotag Design Tool	-	150,000
Outpatient Pharmacy Automation (Robot)	-	1,500,000
PowerScribe360 Upgrade for Windows 10	-	175,000
Privacy Monitoring of User Activity in EHR Systems	-	100,000
PulseCheck Module for IV solution documentation	-	175,000
Purchase AV Equipment for Conference Room	50,000	50,000
Real Time Locator System (RTLS) Asset Tracking	-	250,000
Refrigeration Temperature Management System Replacement	250,000	-
Remote Medication Dispensing Devices (previously approved - Talyst)	400,000	-
Soarian ICU Module	-	100,000
SOGI Status Transmission to eClinicalWorks	-	100,000
Team Collaboration and Productivity Management Hub	-	75,000
Universal Documents	1,000,000	-
Vital Docs & CornerStone Cashiering system, Vital Statistics	250,000	40,000
<b>Subtotal Health</b>	<b>27,588,341</b>	<b>38,640,000</b>
<b>HUMAN RESOURCES</b>		
Data Management / Predictive Analysis	-	50,000
Document Management System for All divisions of HR: Employee Relations, EEO, Benefits, Risk Management, OD, Training and Development	20,000	20,000
Replacement of Applicant Tracking and Recruiting System	350,000	-
Replacement of Learning Management System	-	-
<b>Subtotal Human Resources</b>	<b>370,000</b>	<b>70,000</b>
<b>HUMAN SERVICES AGENCY</b>		
Aging Database Upgrades	50,000	50,000
BI/BA Dashboard Development/Implementation	500,000	500,000
Children and Family Services: Scheduling & Time Tracking	500,000	100,000
Children and Family Services: Virtual Reality Training	500,000	500,000
Resource Ctr. Automated Check-in and Client Tracking	200,000	-
SharePoint Migration	100,000	100,000
<b>Subtotal Human Services Agency</b>	<b>1,850,000</b>	<b>1,250,000</b>
<b>ISD</b>		
AD Modernization Phase 1	600,000	300,000
ATS - Contractor	343,200	347,360
County Fiber Expansion	550,000	1,050,000
County Switch/Router Upgrades	450,000	500,000
County Telephony Platform	1,300,000	1,900,000
County Wireless Expansion	500,000	500,000
Countywide IT Asset Management - Phase 2	500,000	500,000
Countywide Survey Tools	50,000	50,000
Enterprise GIS Architecture Implementation	500,000	200,000
F5 Refresh	50,000	-
Firewall Installation and Configuration	700,000	100,000
ISD Financial Operations Redesign	200,000	-

<b>Project Description</b>	<b>FY 2019-20 Total Appropriations</b>	<b>FY 2020-21 Total Appropriations</b>
Kainos	100,000	-
Microwave Update	2,000,000	4,000,000
Motorola SUA	2,400,000	2,600,000
New Radio Towers to support marginal coverage areas (Tunitas Creek)	-	5,000,000
Nutanix Refresh	400,000	400,000
Open Data Portal Migration to Cloud	200,000	-
Out of Area Disaster Recovery	400,000	600,000
P25 Expansion and T-Band Conventional Replacement	-	-
Radio Facilities DC Power Infrastructure	-	-
Radio Facilities Site improvements	1,300,000	1,500,000
Radio MOSCAD update	700,000	300,000
Radio Shop Lease/Rent	600,000	600,000
Remote Sites Connectivity Upgrade	550,000	250,000
Security Orchestration Tools	250,000	-
Smart Kiosks	100,000	100,000
SMC Labs Support	690,000	650,000
SMC Public Wi-Fi	500,000	600,000
Video Conference Expansion	300,000	400,000
Video Conference Room Improvements	100,000	-
VoIP Phone Phase 2	600,000	600,000
WAZE App of County Center	40,000	-
<b>Subtotal ISD</b>	<b>16,973,200</b>	<b>23,047,360</b>
<b>LIBRARY</b>		
Library Admin Building Keycard System	10,000	-
VOIP	300,000	7,000
<b>Subtotal Library</b>	<b>310,000</b>	<b>7,000</b>
<b>PARKS</b>		
Asset Management System	50,000	-
<b>Subtotal Parks</b>	<b>50,000</b>	<b>-</b>
<b>PLANNING AND BUILDING</b>		
Case Management - Electronic Document Review	14,000	-
IVR Server Upgrade	25,000	-
<b>Subtotal Planning and Building</b>	<b>39,000</b>	<b>-</b>

Project Description	FY 2019-20 Total Appropriations	FY 2020-21 Total Appropriations
<b>PROBATION</b>		
Body-Worn Cameras/DEMS	-	-
Conference/Training Rooms Upgrade	-	500,000
CWS Cares Implementation/Integration	-	50,000
Institutions Scheduling Software	250,000	-
Institutions Security Capital Upgrade	-	-
JADS Project (PIMS replacement CMS)	2,700,000	500,000
Juvenile Traffic Case Management System	300,000	-
PIMS Server Migration/Upgrade	100,000	-
Pre-Trial Case Management System	300,000	-
Vehicle Dashcams/DEMS	100,000	-
<b>Subtotal Probation</b>	<b>3,750,000</b>	<b>1,050,000</b>
<b>PUBLIC SAFETY</b>		
Backup Dispatch Center	-	500,000
Computer-Aided Dispatch (CAD)	2,638,245	-
Message Switch Replacement	-	750,000
NextGen911	77,000	-
Remote Call Taking/Dispatch	200,000	200,000
<b>Subtotal Public Safety</b>	<b>2,915,245</b>	<b>1,450,000</b>
<b>PUBLIC WORKS</b>		
JCI - Physical Security	802,401	-
<b>Subtotal Public Works</b>	<b>802,401</b>	-
<b>SHERIFF</b>		
Asset Management Software	175,000	-
CAFIS and Mobile Readers	596,000	-
<b>Subtotal Sheriff</b>	<b>771,000</b>	-
<b>TAX</b>		
Document Imaging	460,000	-
Tax System	3,573,364	-
<b>Subtotal Tax</b>	<b>4,033,364</b>	-
<b>Total, Countywide Technology</b>	<b>94,590,596</b>	<b>78,284,360</b>
<b>TOTAL, ALL CAPITAL PROJECTS</b>	<b>390,877,213</b>	<b>283,458,693</b>