

OFFICE OF THE COUNTY ADMINISTRATOR

County of Sonoma

575 Administration Drive - Room 104A Santa Rosa, CA 95403-2888

p: (707) 565-2431 **f:** (707) 565-3778 M. CHRISTINA RIVERA County Executive

JENNIFER SOLITO Assistant County Administrator

PETER BRULAND Deputy County Administrator

BARBARA LEE Deputy County Administrator

CHRISTEL QUERIJERO Deputy County Administrator

PAUL GULLIXSON Communications Manager

DATE: May 31, 2024

TO: Members of the Board of Supervisors and Board of Directors

- FROM: M. Christina Rivera, County Executive
- SUBJECT: FY 2024-25 Supplemental Budget Adjustments

Supplemental adjustments to the FY 2024-25 Recommended Budget are needed to incorporate additional budgetary changes and corrections into the FY 2024-25 Adopted budget, and they are based on information not available in time to be included in the Recommended Budget. Supplemental changes typically reflect Board direction given after the Recommended Budget was finalized, or they are administrative in nature. Supplemental adjustments for FY 2024-25 total \$4.7 million, including adjustments of \$2.1 million in General Fund sections and adjustments of \$2.6 million within Other Funds. Adjustments in General Fund sections are fully offset by expenditure reductions and changes to funding sources, resulting in no change to General Fund net cost.

Major adjustments to General Fund sections include:

- On April 16, 2024, the California Governor's Office of Emergency Services notified the District Attorney's Office that funding provided for the Victim Assistance Grant will be reduced by \$401,574. Due to this loss of funding, a supplemental adjustment is needed to delete 3.0 FTE filled Victim Witness Advocate positions from the District Attorney's budget and reduce revenue and expenditure appropriations commensurate with the grant funding reduction. The department has entered add-back request DA-AB-01 (refer to Tab 05-Program Change Requests and Add Backs) to be considered by the Board of Supervisors for restoration at FY 2024-25 budget hearings.
- Appropriating State CalAIM grant revenues and expenditures of \$1.3 million in the Sheriff's Office budget to continue implementation of a mandated statewide program to expand Medi-Cal services to the justiceinvolved population.

Major adjustments to Other Fund sections include:

- Adjust the Department of Health Services budget to incorporate Board-approved allocation changes to add 5.0 FTEs supporting the Drug Medi-Cal Organized Delivery System program.
- Adjust the Community Development Commission budget to incorporate various position allocation additions and deletions previously approved by the Board on April 30, 2024. The added positions will support the Housing Authority voucher program, home loans, rehabilitation projects, and the Tierra De Rosas construction project.
- Re-budget appropriations of \$1 million in the Non-Departmental budget to expend unused funds received in FY 2023-24 from a California State Library Grant for the Roseland Regional Library. The County will act as the pass-through entity for disbursement of funds to the Sonoma County Library.

Attachments:

A – FY 2024-25 Supplemental Narrative Report

SonomaCounty.ca.gov

Tab 08 - Attachment A: FY 2024-25 Supplemental Budget Adjustments

| | | | General Fund | General Fund | General Fund | Other Funds | Other Funds | Other Funds | Total Entity | Total Entity | Total Entity |
|--------------------|--|---------------|--------------------------------|-----------------------|-----------------|--------------------------------|-----------------------|----------------|--------------------------------|-----------------------|--------------|
| Adjustment ID | Description of Change | FTE Change | Revenues and Reimbursements | Gross Expenditures | Net Cost | Revenues and Reimbursements | Gross Expenditures | Net Cost | Revenues and Reimbursements | Gross Expenditures | Net Cost |
| ACTTC-SUP-01 | Appropriations for labor and contract services to support six month extension of parking administration services. This is an existing program that was slated to transition from the ACTTC in FY 25-26. In consultation with impacted departments, the program will be extended while new procedures are put in place. | 0.00 | \$130,000 | \$130,000 | \$0 | \$0 | \$0 | \$0 | \$130,000 | \$130,000 | \$0 |
| | easurer-Tax Collector Supplemental Adjustments | 0.00 | \$130,000 | \$130,000 | \$0 | \$0 | \$0 | \$0 | \$130,000 | \$130,000 | \$0 |
| CDC-SUP-01 | Increase expenditure appropriations by \$305,148 for the addition of 1 (FTE) Deputy Director/Community Development Position to oversee the programs, including home loans and construction and rehabilitation projects of the Community Development Division. This position will be funded by deletion of 1 (FTE) Community Development Manager (CDC-SUP-02), plus additional funding from Density Bonus/2nd Dwelling fees, 504- Compliance allocation, Community Development Block Grant, HOME Investment Partnership Program, and the Successor Agency. (04/30/24, Item #27) | 1.00 | \$0 | \$0 | \$0 | \$305,148 | \$610,296 | \$305,148 | \$305,148 | \$610,296 | \$305,148 |
| CDC-SUP-02 | Decrease expenditure appropriations by \$267,117 for the deletion of 1 (FTE) Community Development Manager Position. (04/30/24, Item #27) | (1.00) | \$0 | \$0 | \$0 | (\$267,117) | (\$534,234) | (\$267,117) | (\$267,117) | (\$534,234) | (\$267,117) |
| CDC-SUP-03 | Increase expenditure appropriations by \$305,148 for the addition of 1 (FTE) Deputy Director/Housing Authority Position to oversee the voucher programs of the Housing Authority. This position will be funded by deletion of the Leased Housing Manager (CDC-SUP-04), plus additional funding from ongoing Housing Authority administrative fees from the Housing Choice Voucher and Mainstream Voucher Programs. (04/30/24, Item #27) | 1.00 | \$0 | \$0 | \$0 | \$305,148 | \$610,296 | \$305,148 | \$305,148 | \$610,296 | \$305,148 |
| CDC-SUP-04 | Decrease expenditure appropriations by \$257,785 for the deletion of 1 (FTE) Lease Housing Manager Position. (04/30/24, Item #27) | (1.00) | \$0 | \$0 | \$0 | (\$257,785) | (\$515,570) | (\$257,785) | (\$257,785) | (\$515,570) | (\$257,785) |
| CDC-SUP-05 | Increase expenditure appropriations by \$212,330 for the addition of 1 (FTE) Community Development Program Coordinator to serve as lead and point person for construction projects, namely the Tierra Del Rosas Site in southwest Santa Rosa. This position will be funded by the Successor Agency, and federal and state grants, such as infrastructure and community development programs. (04/30/24, Item #27) | 1.00 | \$0 | \$0 | \$0 | \$212,330 | \$424,660 | \$212,330 | \$212,330 | \$424,660 | \$212,330 |
| Community Developm | nent Commission Supplemental Adjustments | 1.00 | \$0 | \$0 | \$0 | \$297,724 | \$595,448 | \$297,724 | \$297,724 | \$595,448 | \$297,724 |

Tab 08 - Attachment A: FY 2024-25 Supplemental Budget Adjustments

| | | FTE | General Fund Revenues and | General Fund Gross | General Fund | Other Funds Revenues and | Other Funds Gross | Other Funds | Total Entity Revenues and | Total Entity Gross | Total Entity |
|--|--|--------|------------------------------|-----------------------|-----------------|-----------------------------|----------------------|----------------|------------------------------|-----------------------|--------------|
| Adjustment ID | Description of Change | Change | Reimbursements | Expenditures | Net Cost | Reimbursements | Expenditures | Net Cost | Reimbursements | Expenditures | Net Cost |
| NDOTHGF-SUP-01 | Adjustment needed to correct the estimated share of ongoing Transient Occupancy Tax revenue allocated to the General Fund for general use, per the Board's approved policy. This adjustment increases TOT revenue appropriations to \$8,027,338 in the General Fund, matching the share of TOT to be received in the Community Investment Fund. Increase General Fund set- aside expenditures for future needs by the same amount to maintain a balanced budget. | 0.00 | \$1,096,254 | \$1,096,254 | \$0 | \$0 | \$0 | \$0 | \$1,096,254 | \$1,096,254 | \$0 |
| General Fund - Other - Sup | | 0.00 | \$1,096,254 | \$1,096,254 | \$0 | \$0 | | | \$1,096,254 | \$1,096,254 | |
| NDRES-SUP-01 | Re-budget appropriations to expend unused funds from a California State Library Grant for the Roseland Regional Library. The County will act as the pass-through entity for disbursement of funds to the Sonoma County Library. (8/1/23 Item #4) | 0.00 | \$0 | \$0 | \$0 | \$0 | \$1,000,000 | | \$0 | | |
| Reserves Supplemental | | 0.00 | \$0 | | \$0 | \$0 | | \$1,000,000 | | | \$1,000,000 |
| Non-Departmental Supplemental Adjustments | | 0.00 | \$1,096,254 | \$1,096,254 | \$0 | \$0 | \$1,000,000 | \$1,000,000 | \$1,096,254 | \$2,096,254 | |
| DA-SUP-01 | On April 16, 2024 the California Governor's Office of Emergency Services (CalOES) notified grantee agencies that funding provided by the Office of Victims of Crime (Federal) for the Victim Assistance Grant, a grant the District Attorney's Office has had since 1986, will be reduced by 48.6% or \$401,574. As a direct result of this funding reduction, the department is at risk of losing 3.0 FTE, currently filled Victim Witness Advocate positions. The department has entered add-back request DA-AB-01 to be considered for restoration at FY 24-25 budget hearings. | (3.00) | (\$401,574) | (\$401,574) | \$0 | \$0 | \$0 | \$0 | (\$401,574) | | |
| District Attorney Supplemental Adjustments | | (3.00) | (\$401,574) | (\$401,574) | \$0 | \$0 | • • | | (, , , | | |
| DHS-SUP-01 | Adjust FY 24-25 appropriations based on the Board approved allocation change to add 5.0 FTEs supporting the Drug Medi-Cal Organized Delivery System program, including one Behavioral Health Clinician, two Department Analysts, one Senior Office Assistant, and one Senior Client Support Specialist. (04/30/24, Item #30) | 5.00 | \$0 | \$0 | \$0 | \$1,015,710 | \$1,015,710 | \$0 | \$1,015,710 | \$1,015,710 | |
| Health Services Supplemental Adjustments | | 5.00 | \$0 | \$0 | \$0 | \$1,015,710 | \$1,015,710 | \$0 | \$1,015,710 | \$1,015,710 | \$0 |
| PROB-SUP-01 | Move 2.0 FTE Probation Assistants from Adult Supervision to Probation Industries to better align the work of these staff. Funding changes were already incorporated in the FY 2024-25 Recommended Budget; this supplemental change is needed to move the position allocations between budget sections. | 0.00 | \$0 | | \$0 | \$0 | | \$0 | | | |
| Probation Supplemental Adjustments | | 0.00 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

Tab 08 - Attachment A: FY 2024-25 Supplemental Budget Adjustments

| | | | General Fund | General Fund | General Fund | Other Funds | Other Funds | Other Funds | Total Entity | Total Entity | Total Entity |
|---|--|---------------|--------------------------------|-----------------------|-----------------|--------------------------------|-----------------------|----------------|--------------------------------|-----------------------|--------------|
| Adjustment ID | Description of Change | FTE Change | Revenues and Reimbursements | Gross Expenditures | Net Cost | Revenues and Reimbursements | Gross Expenditures | Net Cost | Revenues and Reimbursements | Gross Expenditures | Net Cost |
| SHF-SUP-02 | Appropriate California Advancing and Innovating Medi-Cal (CalAIM) grant revenue and expenditures to implement a mandated statewide program to expand Medi-Cal services to the justice-involved population. Funds will support planning and implementation of reentry services, included fully funding 1.0 FTE time-limited Department Information Systems Coordinator in the Department's FY 24-25 Recommended Budget. (01/30/24, Item #21) | 0.00 | \$1,264,014 | \$1,264,014 | \$0 | \$0 | \$0 | \$0 | \$1,264,014 | \$1,264,014 | \$0 |
| SHF-SUP-03 | Adjust FY 24-25 appropriations based on the Board approved allocation change to delete one Secretary allocation and add one Administrative Aide supporting Concealed Carry Weapons application tracking and related administrative responsibilities. This is one of two adjustments, to enter the deleted position. (04/16/24, Item #21) | (1.00) | \$0 | (\$151,164) | (\$151,164) | \$0 | \$0 | \$0 | \$0 | (\$151,164) | (\$151,164) |
| SHF-SUP-04 | Adjust FY 24-25 appropriations based on the Board approved allocation change to delete one Secretary allocation and add one Administrative Aide supporting Concealed Carry Weapons application tracking and related administrative responsibilities. This is the second of two adjustments, to enter the new position. (04/16/24, Item #21) | 1.00 | \$7,279 | \$158,443 | \$151,164 | \$0 | \$0 | \$0 | \$7,279 | \$158,443 | \$151,164 |
| Sheriff's Office Supplemental Adjustments | | 0.00 | \$1,271,293 | \$1,271,293 | \$0 | \$0 | \$0 | \$0 | \$1,271,293 | \$1,271,293 | \$0 |
| GRAND TOTAL - SUPPLEMENTAL ADJUSTMENTS | | 3.00 | \$2,095,973 | \$2,095,973 | \$0 | \$1,313,434 | \$2,611,158 | \$1,297,724 | \$3,409,407 | \$4,707,131 | \$1,297,724 |