



# County of Santa Cruz

---

## COUNTY ADMINISTRATIVE OFFICE

701 OCEAN STREET, SUITE 520, SANTA CRUZ, CA 95060-4073

(831) 454-2100 FAX: (831) 454-3420 TDD: (831) 454-2123

SUSANA A. MAURIELLO, J.D., COUNTY ADMINISTRATIVE OFFICER

May 17, 2002

AGENDA: May 21, 2002

Board of Supervisors  
County of Santa Cruz  
701 Ocean Street  
Santa Cruz, California 95060

### **COUNTY ADMINISTRATIVE OFFICER'S RECOMMENDATIONS FOR THE 2002-03 PROPOSED COUNTY BUDGET**

Dear Members of the Board:

This letter transmits the 2002-03 County Administrative Officer's Recommendations for the Proposed Budget for your consideration during the 2002-03 Budget Hearings scheduled to begin Monday, June 17, 2002. The County Administrative Officer's Proposed Budget for all funds for 2002-03 totals \$358,169,710, a decrease of \$37,772,183 from the current year, and the 2002-03 General Fund totals \$311,678,661, a decrease of \$20,243,881.

The Proposed Budget establishes a new baseline for County operations as a result of the loss of \$9.7 million annually in utility tax revenues due to the passage of Measure L in March, 2002. The Proposed Budget also reflects reductions in other general purpose revenues, including sales taxes and transient occupancy taxes, and various departmental revenues due to the continued slowdown in the State and local economy. These general purpose revenue reductions are partially offset by increases in property taxes and vehicle license fee revenue.

The Proposed Budget incorporates the budget proposals in the Governor's January, 2002 Proposed State Budget, but does not take into account the new and considerable reductions in local programs recently proposed in the Governor's May Revision to the State Budget. If the proposals in the Governor's May Revision are adopted by the Legislature without significant modifications, adjustments will need to be made at a later date.

In this regard, the County's 2002-03 Proposed Budget represents a budget plan for the coming year that addresses the local financial challenge presented by the loss of the County utility tax and the decline in other local revenues.

The Proposed Budget is based on a set of principles and values that promote a stable and balanced service delivery system for the County:

- ✓ Developing prudent and financially responsible long term reductions and reorganizationsthat address the ongoing revenue loss of the County's utility tax while maintaining core services;
- J Ensuring the availability of basic public safety and safety net services by budgeting ongoing revenues for high priority and mandated services;
- J Building and maintaining the public infrastructure and developing new technologies through the continuing use of one time or short term revenues;
- J Maintaining a highly professional, experienced and skilled public workforce by minimizing employee layoffs and facilitating interdepartmental transfers;
- ✓ Providing administrative support functions at their most efficient and effective level;
- J Targeting program recommendations that, in many instances, "roll back" new programs or operational enhancements that were added in the past few years that cannot be sustained with a lower level of ongoing revenue. In other instances, budgeting reductions that eliminate or decrease longstanding, but not mandatory services; and,
- ✓ Utilizing limited local discretionary funds to finance the unique public needs of Santa Cruz County residents and strategically managing our resources to prepare for future revenue losses.

The Proposed Budget recommends a reduction of approximately 140 General Fund positions throughout County government in every functional area. The majority of these position reductions are a direct result of the financial constraints resulting from the loss of the utility tax and other general revenue reductions. In certain instances, positions are reduced due to the loss of grant or outside agency funding, or declining departmental revenue that can no longer sustain the staffing resources. Most of the positions slated for deletion are currently vacant. Vacant positions are scheduled for deletion July 1, 2002 and filled positions are proposed for deletion July 26, 2002.

## **THE STATE AND LOCAL BUDGET OUTLOOK - DECREASING EXPECTATIONS FOR THE LONG TERM**

The recently released May Revision of the Governor's Proposed Budget for 2002-03 presents a dire outlook for State revenues and expenditures in the coming year. The budget deficit has grown in recent months to over \$23 billion as a result of a major decline in tax receipts and additional spending for Proposition 98 education related requirements. The magnitude of this revenue shortfall is addressed by the Governor in the January, 2002 and May, 2002 budgets through a series of spending reductions and deferrals, accounting modifications, borrowing, and tax increases.

About one-third of the shortfall is addressed through spending reductions - with over \$1.2 billion in cuts to counties - and about one-sixth is related to tax increases. According to the Legislative Analyst's report of May 16, 2002, the Governor's Budget sets up a budget shortfall for future years which will likely magnify the spending reductions and potential impacts on counties. The Legislative Analyst characterizes the Governor's Budget as a reasonable starting point for Legislative deliberations and defining Legislative priorities. Certainly, there are no easy solutions to a deficit of this size.

However, if the Governor's budget proposals for spending reductions in health, welfare, and juvenile justice services are sustained by the Legislature, it is unclear whether counties will be able to deliver their mandated level of services on behalf of the State. It will also result in the elimination of numerous innovative and cost effective prevention and treatment services for children, juveniles and adults that are a cost effective and successful approach to dealing with the critical issues of delinquency, criminality, and mental health.

Some of the significant spending reductions proposed in the Governor's May, 2002 Budget Revision include:

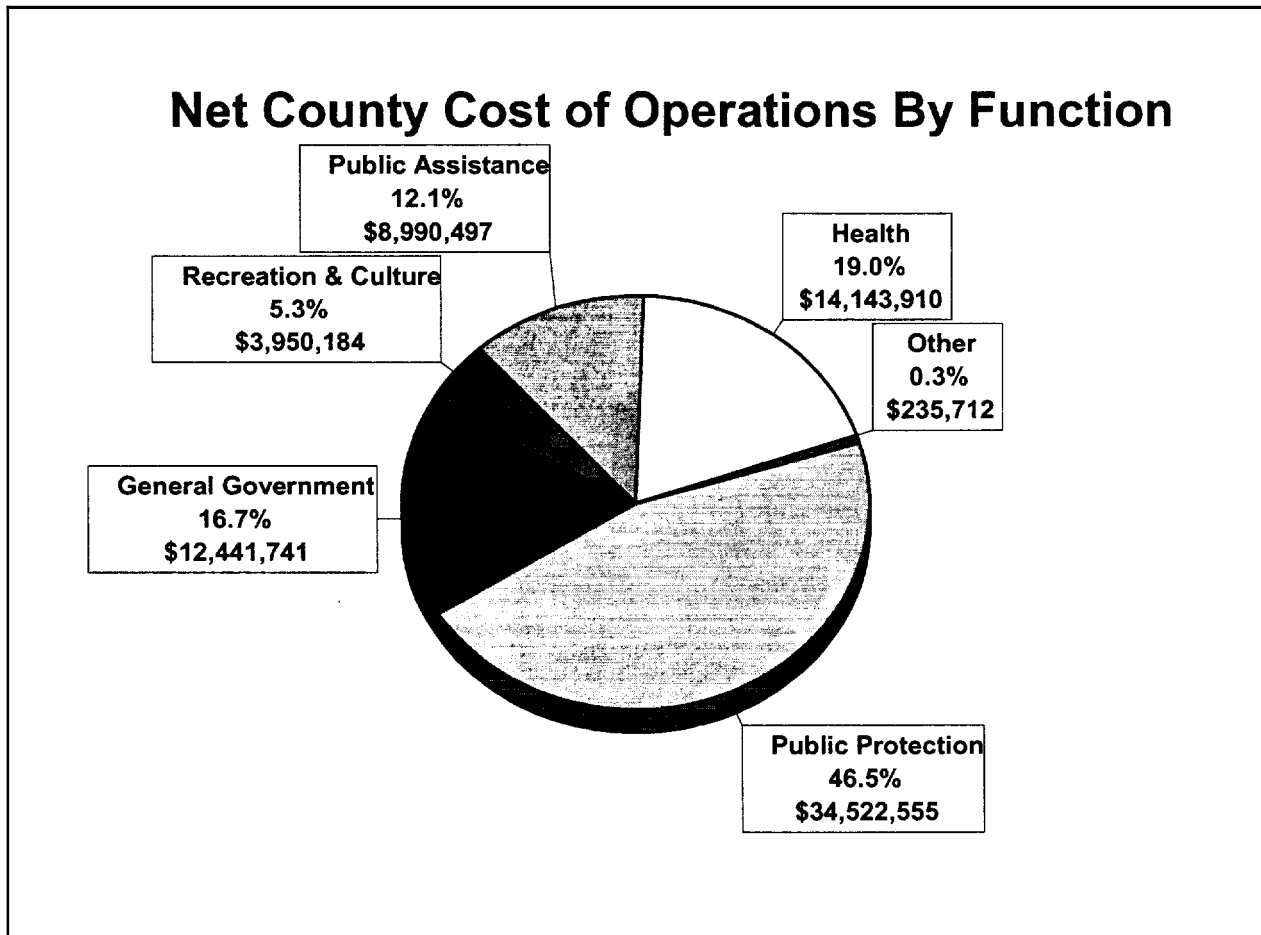
- The loss of approximately \$10 million for the Human Resources Agency to carry out Federal and State mandates for CalWORKS, Food Stamps, Medi-Cal, Foster Care, Adoptions, In-Home Supportive Services and Adult Protective Services: The magnitude of the cuts represents approximately a 20% reduction in State funding used to administer mandated social service programs and will seriously erode the safety net of services for the poor, the young, and the elderly in our community.
- Significant revenue losses both directly and through the loss of federal matching funds for the Health Services Agency. Medi-Cal reductions and eligibility changes for Medi-Cal and Healthy Families directly impact MediCruz, County and Community clinics, hospitals and Mental Health. Impacts in revenues are estimated at \$2 to \$2.4 million and will further weaken the health safety net already at risk through local reductions and constraints in emergency services.

- The elimination of the System of Care grant in the Health Services Agency which funds several essential programs including the STAR residential program for juvenile offenders, the Child Protective Services-Mental Health treatment team and other mental health care for depressed and psychiatrically disabled youth. This grant is \$722,000 annually plus matching funds.
- The loss of \$2 million to the Probation Department through the elimination of grant programs that provide community based treatment, supervision, and education for at-risk youth. These programs have been a major contributor to the ongoing reduction in the Juvenile Hall population by providing a highly supervised alternative to Juvenile Hall detention. State increases are also proposed in the rate counties pay for the placement of juveniles in the California Youth Authority, increasing this already costly placement option.
- The elimination of Mentally Ill Offender Grant funds to identify and treat those individuals who are chronic recidivists in the adult detention system due primarily to mental health issues. In Santa Cruz County, this program is a collaborative effort by the Sheriff's Department, Probation and County Mental Health who will lose approximately \$400,000 to treat this population.
- The loss of funds for reimbursements of State mandated services provided by counties. These reimbursements are received annually by several County departments to support ongoing services and are an important, and constitutionally required, component of County financing. The State's proposal is to defer these reimbursements until a future year without any relief to counties for providing the mandated services. Approximately \$1.5 million is budgeted in various County departments for these reimbursements.
- **A** transfer of federal penalty costs to the County General Fund for the State's delay in implementing a statewide automated child support collection system. These are costs that should be borne by the State and should not be transferred to the counties.

Over the next several weeks the Legislature will be responding to the Governor's proposals and will be developing their own versions of a State Budget. It is uncertain whether a final spending plan will be approved by the Legislature and signed by the Governor prior to the statutory deadline of June 15. We will provide your Board with regular updates on the State Budget as new developments occur and will advise your Board of any recommended adjustments to the County's 2002-03 Proposed Budget as part of the Supplemental Budget.

**2002-03 PROPOSED BUDGET AND THE ALLOCATION OF NET OPERATING COST**

The allocation of the 2002-03 Net Operating Cost in the amount of \$74,284,599 by area of Government in the Proposed Budget is as follows:



## **SUMMARY OF THE 2002-03 BUDGET RECOMMENDATIONS**

The following provides a summary of recommendations and budget reductions contained in the 2002-03 County Budget. These exclude revisions proposed in the Governor's May Revision to the State Budget.

### Health and Human Services

- The proposed budget for the Human Resources Agency (HRA) eliminates 38.5 positions throughout the Department's programs due to local revenue reductions and proposed State and federal revenue losses. These reductions will impact services including child welfare, eligibility, social work, and supportive services for Independent Living programs. The proposed budget also includes eliminating a full service Career Center at the Emeline complex, which will reduce access to a variety of employment, training and support services. The HRA budget does include the first full year of program operations for the newly established Public Authority as the employer of record for the independent providers in the In-Home Supportive Services Program.

The HRA budget also includes a 12.5% reduction of base funding to Community Programs and the removal of one time only funding allocated in 2001-02. These reductions will disproportionately impact low income seniors, families and children in the community.

- The proposed budget for the Health Services Agency (HSA) eliminates 36 positions throughout the Department's programs. The Health Services Agency is reducing client service levels in all programs including mental health, substance abuse, public health, clinics, and Medicruz. As a result, health programs for the low income community are being reorganized to adjust to significant reductions in federal, State and local revenue.

The Health Services Agency is working with local hospitals and physicians to find solutions to the serious problems in the emergency medical system and hospital emergency departments. The Proposed Budget includes plans to consolidate pharmacy services, by closing the Watsonville pharmacy in connection with Salud Para La Gente opening a pharmacy at their South County location. The proposed HSA budget also includes significant reductions to non-profit agencies providing a variety of health care services in the community.

The Proposed Budget decreases the level of Detention Health Services in the Jail, Juvenile Hall, and Rountree facilities. HSA will continue its efforts in conjunction with the criminal justice departments and community based programs to support drug treatment through the Proposition 36 and Drug Court programs.

- a The Child Support Services Department began operation in January 2001, following its transition from the District Attorney's Family Support Division. The Proposed Budget continues the Department's efforts to provide quality customer service in North and South County, staff training, and assistance to non-custodial parents who have barriers to employment or have not met their payment obligations. At the State's request, the Department is exploring regionalized services with San Benito County.

#### Criminal Justice

- The Proposed Budget provides for a net reduction of 12 positions from the Sheriff's Department, including the Operations Division and Detention Bureau. The Budget maintains front line law enforcement services and supports the continuation of community policing efforts through the Sheriff's service centers located throughout the County. The reduction in staff will require continuing efforts on the part of the Sheriff's Department to employ efficiency measures in both operations and detention services. The Budget does provide for the implementation of the Mobile Data Computing system which will increase the efficiency and effectiveness of the Department.
- a The Proposed Budget recommends a reduction of 6 positions from the Probation Department, including one position in the Juvenile Hall. This reduction in core staff is primarily a result of the loss in funding from other jurisdictions or agencies, including the City of Santa Cruz, the Department of Child Support Services, and the reduction in State grants including drug suppression in schools and domestic violence. The reduction will increase the case load of other probation staff and will eliminate a school based probation officer in Santa Cruz.
- In the District Attorney's Office, the Proposed Budget provides for the reduction of 8.5 positions in the District Attorney's prosecution and consumer protection programs due to the loss of grant revenues and reimbursements and due to financial constraints. Notwithstanding these reductions, the District Attorney's Office will continue their responsibility to prosecute all criminal cases, with particular emphasis on child abuse, domestic violence, elder abuse and environmental protection.

#### Land Use and Parks

- The Proposed Budget recommends the elimination of the Deputy Agricultural Commissioner and one Weights and Measures Inspector from the Pesticide Enforcement program in the Agricultural Commissioner's Office. These reductions will affect the Department's ability to manage the increasing number of programs and the Department's ability to conduct pesticide inspections, investigate illnesses and complaints, and issue Enforcement Compliance Actions. The Department will

continue its efforts in the areas of Integrated Pest Management, the Glassy-winged Sharpshooter, Sudden Oak Death, and Weed Management.

The County's Integrated Pest Management program has made significant reductions in the quantity and toxicity of pesticides used on County property. As an efficiency measure for 2002-03, it is recommended that the County's Health and Safety Officer be designated as the **IPM** Coordinator.

- The proposed Planning Department budget includes a reduction of 10 staff throughout the department due to fiscal constraints. The budget also includes the transfer of 7 positions as a result of repositioning the GIS program in the Information Services Department to provide for greater utilization of the program by other public and private parties, realigning the Flood Control District with the Public Works Department to provide for a greater focus on flood related activities, and shifting the abandoned vehicle program to Public Works. Transferring these functions will better enable the Department to focus on its core programs and streamline operations.

The Planning Department will continue to focus on customer service initiatives, improving coordination between reviewing agencies to expedite the permit review process, implementing improvements to the Code Compliance program, and providing for a variety of Planning Department services through the continued operation of the two satellite permit centers.

- The proposed Public Works Budget reflects an ongoing effort to rebuild critical components of the County's aging infrastructure. As a result of limited revenue, the Pavement Management Program is proposed to be funded with a \$1 million allocation from the General Fund for 2002-03. This will limit the level of road repair and resurfacing for County roads. Other projects, including culvert replacements, bridge reconstruction and seismic reinforcement will continue to be funded through the Road Fund. The proposed budget for the Public Works Department also provides for continued projects through the Sanitation District, Solid Waste Budget, County Service Areas and funding for critical flood control/levee repair projects.
- The Proposed Budget for the Parks Department provides for the continuation of various recreation and cultural services on a much more limited basis. The Budget provides for a modification or phase out of several summer recreation programs over a two year period. The Budget also reduces hours of operation and increases fees at the Simpkins Swim Center and other Parks facilities due to financial constraints. The Budget does provide for the Parks Department to complete various Parks development projects that are planned or underway. Cultural service contracts are also proposed to be reduced by 12.5%.

General Government

- The Proposed Budget includes a reduction of 6 positions in the Information Services Department which will reduce the level of staff support for ongoing support and new technology initiatives for County departments.

As an efficiency measure, the Assessor's Office, the Planning Department, and the Information Services Department are proposing to consolidate the Geographic Information Systems (GIS) team with the goal of utilizing GIS technology as a County-wide management tool for local government services. This effort includes the transfer of staff from the Planning Department to the Information Services Department to improve coordination and efficiency.

- In the Treasurer-Tax Collector's office, the Proposed Budget recommends the deletion of 3 positions which will require the Department to maximize efficiencies to ensure the Department's continued ability to process tax payments and perform departmental collections in a timely manner.
- The Proposed Budget recommends funds to support the November 2002 election, which will include contests for Congressional representatives, Governor, Lieutenant Governor and other State offices, Supreme and Appellate Court Justices, State Assembly, County Supervisorial District 3, City Council seats for the four incorporated cities, and most of the County's special and school districts. A recommended staff reduction will require increased efficiencies by the Department.
- The Proposed Budget includes reductions in administrative, legal, and technical positions in the County Administrative Office, County Counsel and Personnel Departments. These reductions will require additional management efficiencies in order to provide the required level of internal support for County departments.
- The Auditor-Controller's Office has implemented a number of process improvement projects designed to achieve cost savings, such as in-office check writing and a new interface to the County's accounting system. The Auditor is also developing an electronic payroll timecard project and will be dedicating significant management and audit staff resources to respond to new financial requirements for State and local governments. Proposed staff reductions in the Auditor's Office will require even greater management efficiencies to achieve these goals.
- The General Services Department has implemented a reorganization plan of its Administrative and Facilities divisions to obtain greater efficiencies in operations. Under this plan, the Purchasing function will be transferred to the Administrative division, providing greater coordination between purchasing, fiscal and other administrative activities.

- The Proposed Budget assumes implementation of the Emergency Response Fee ordinance which will finance an estimated \$1,417,452 of the operating and capital costs associated with the 9-1-1 emergency response system. A report on the emergency response ordinance will be presented prior to Budget Hearings as part of the Supplemental Budget.
- The provision of animal control services is in a state of transition. The County Administrative Office and representatives of other local jurisdictions are in the process of evaluating the costs and feasibility of providing animal patrol, field services and licensing through a Joint Powers Agreement and are negotiating with the Santa Cruz Society for Prevention of Cruelty to Animals (SPCA) for shelter services. Additional information will be provided as part of the Supplemental Budget.
- The Proposed Budget includes the allocation of prior year savings and categorical funds for a limited number of capital projects and facility upgrades which address health and safety related repairs, energy conservation, and deferred maintenance activities. With the exception of \$1 million for the County's Pavement Management Program, the Proposed Budget recommends no new Net County Cost in the 2002-03 Plant Acquisition Budget.

### **APPROVAL OF THE BUDGET RECOMMENDATIONS**

The recommendations set forth below do not represent adoption of the County Budget, but the approval of the budget estimates as a basis for full consideration at the time of final Budget Hearings scheduled to begin on June 17, 2002.

It is therefore recommended that your Board approve the figures in this document as those that constitute the Proposed County Budget for 2002-03 and order publication of the required notices, and set June 17, 2002 as the date the Public Hearings on the 2002-03 Proposed County Budget will begin.

Very truly yours,



Susan A. Mauriello  
County Administrative Officer

cc: Each Department Head  
Superior Court  
Employee Organizations

# **Santa Cruz County**

**Fiscal Year 2002-03  
Proposed Budget**

**Presented by  
Susan A. Mauriello  
County Administrative Officer**

Photo: Mobile Recreation Program at Davenport Beach

## INTRODUCTION

This document presents the County Administrative Officer's recommendations on the level of funding for all County departments and community programs for the 2002-03 fiscal year. The recommendations will be considered by the Board of Supervisors during final budget hearings which begin on June 17, 2002.

State law requires that the Board of Supervisors adopt a final budget, by resolution, specifying appropriations for each budget unit. Budget appropriations are constituted by various objects and sub-objects of expenditure, as listed in Section 29089 of the Government Code. Pursuant to Section 29090 of the Government Code, the Board may set forth appropriations in greater detail than required in Section 29089, and may authorize controls for the administration of the budget, as the Board deems necessary.

In the following document, the County Administrative Officer may in some cases recommend the adoption of additional controls for the administration of the budget, as provided for in Section 29090. Adoption of the budget as proposed by the County Administrative Officer includes adoption of any recommended additional controls. The Board of Supervisors will ultimately determine the County's funding priorities during budget hearings and may also authorize additional controls during budget hearings. Any additional controls adopted will be incorporated in the final resolution of adoption for the final budget, pursuant to Government Code Sections 29089 and 29090.

The 2002-03 Proposed Budget presents the County's budgets in alphabetical order. Each department or budget unit under the control of the department is identified by name and unit or index code. The budget presentation format is illustrated on the following page.

**DEPARTMENT OR AGENCY:**  
**Department Head or Agency Head:**  
Unit or Index Number:

Fund: (11)  
Function:  
Activity:

---

|     | (5)                | (6)                 | (7)              | (8)              | (9)              | (10)                        |
|-----|--------------------|---------------------|------------------|------------------|------------------|-----------------------------|
|     | <b>Actual</b>      | <b>Appropriated</b> | <b>Actual</b>    | <b>Requested</b> | <b>Recommend</b> | <b>Change</b>               |
|     | <b>2000-01</b>     | <b>2001-02</b>      | <b>Estimated</b> | <b>2002-03</b>   | <b>2002-03</b>   | <b>from 2001-02 Approp.</b> |
|     | <b>2000-01</b>     | <b>2001-02</b>      | <b>2001-02</b>   | <b>2002-03</b>   | <b>2002-03</b>   | <b>02 Approp.</b>           |
| (1) | Total Expenditures |                     |                  |                  |                  |                             |
| (2) | Less Revenues      |                     |                  |                  |                  |                             |
| (3) | NET COUNTY COST    |                     |                  |                  |                  |                             |
| (4) | Positions          |                     |                  |                  |                  |                             |

#### DEFINITIONS

- (1) EXPENDITURES: The amount of monies or appropriations for the department or agency in question.
- (2) REVENUES (FINANCING): The non-property tax revenues attributable to the department, aggregated into categories according to sources.
- (3) NET COUNTY COST: The department's expenditures minus the department's revenues provides the Net County Cost of the department or that part of the department's total cost not recovered through fees, grants, and subventions.
- (4) POSITIONS: The number of positions associated with each budget unit in the department or agency in question.
- (5) ACTUAL 2000-01: The amount of expenditures and revenues and the resulting Net County Cost for the 1999-00 fiscal year.
- (6) APPROPRIATED 2001-02: The amount of expenditures that were authorized, revenues that were estimated, and the resulting Net County Cost for the 2000-01 fiscal year. These are the planning or controlling amounts for the department's operations.
- (7) ACTUAL ESTIMATED 2001-02: The estimated amounts that will actually be expended or received during 2000-01.
- (8) REQUESTED 2002-03: The amount of expenditures requested and revenues estimated for the 2001-02 fiscal year. This constitutes the department's budget request.
- (9) RECOMMEND 2002-03: The amounts recommended by the County Administrative Office for the 2001-02 fiscal year.
- (10) CHANGE FROM 2001-02 APPROPRIATION: The increase or decrease recommended by the County Administrative Office from the amount allowed for 2000-01.
- (11) FUND. FUNCTION, ACTIVITY: Categories for general government operations.

| <b>TABLE OF CONTENTS</b>                             | <b>PAGE</b> |
|--|-------------|
| <b>AGRICULTURAL COMMISSIONER</b>                     | 1-1         |
| Pest Detection                                       |             |
| Weights and Measures                                 |             |
| County Service Area No. 53 - Mosquito Abatement      |             |
| <b>AGRICULTURAL COOPERATIVE EXTENSION</b>            | 2-1         |
| <b>ANIMAL CONTROL</b>                                | 3-1         |
| <b>ASSESSOR</b>                                      | 4-1         |
| <b>ASSOCIATION OF MONTEREY BAY AREA GOVERNMENTS</b>  | 5-1         |
| <b>AUDITOR-CONTROLLER</b>                            | 6-1         |
| <b>BOARD OF SUPERVISORS</b>                          | 7-1         |
| <b>CHILD SUPPORT SERVICES</b>                        | 8-1         |
| <b>COMMISSIONS</b>                                   | 9-1         |
| <b>CONTINGENCIES</b>                                 | 10-1        |
| <b>COUNTY ADMINISTRATIVE OFFICE</b>                  | 11-1        |
| Clerk of the Board                                   |             |
| <b>COUNTY CLERK</b>                                  | 12-1        |
| Recorder   |             |
| Elections  |             |
| <b>COUNTY COUNSEL</b>                                | 13-1        |
| <b>COUNTY SERVICE AREA NO. 38 - SHERIFF SERVICES</b> | 14-1        |
| <b>DEBT SERVICE</b>                                  | 15-1        |
| <b>DISTRICT ATTORNEY-PUBLIC ADMINISTRATOR</b>        | 16-1        |
| <b>GENERAL COUNTY REVENUES</b>                       | 17-1        |
| <b>GENERAL SERVICES</b>                              | 18-1        |
| Administration/Central Stores and Warehouse          |             |
| Facilities Management                                |             |
| Purchasing   |             |
| Service Center                                       |             |
| Emergency Services                                   |             |
| Communications: Dispatch                             |             |
| Communications: Technical Services                   |             |
| County Fire  |             |
| County Service Area No. 48 - Fire Protection         |             |
| County Service Area No. 4 - Pajaro Dunes             |             |

| <b>TABLE OF CONTENTS</b>   | <b>PAGE</b> |
|--|-------------|
| <b>GRAND JURY</b>  | 19-1        |
| <b>HEALTH SERVICES AGENCY</b>  | 20-1        |
| Public Health  |             |
| Environmental Health   |             |
| Outpatient Clinics   |             |
| Community Mental Health  |             |
| Alcohol and Drug Programs  |             |
| Realignment  |             |
| Medical Care for Indigents-MediCruz                                    |             |
| Administration and Support Services                                    |             |
| County Service Area No. 12   |             |
| County Service Area No. 12 A   |             |
| <b>HUMAN RESOURCES AGENCY</b>  | 21-1        |
| Employment and Training Services                                       |             |
| Benefits   |             |
| Social Services  |             |
| Multipurposes Senior Services Program                                  |             |
| Veterans Services  |             |
| Public Guardian  |             |
| Administration   |             |
| <b>INFORMATION SERVICES</b>  | 22-1        |
| <b>LIBRARY</b>   | 23-1        |
| <b>LOCAL AGENCY FORMATION COMMISSION</b>                               | 24-1        |
| <b>MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DISTRICT</b>             | 25-1        |
| <b>PARKS, OPEN SPACE AND CULTURAL SERVICES</b>                         | 26-1        |
| County Service Area No.11  |             |
| County Service Area No. 11L  |             |
| Art in Public Places   |             |
| Off-Road Vehicles  |             |
| Cultural Resources   |             |
| <b>PERSONNEL</b>   | 27-1        |
| Training   |             |
| Equal Employment Opportunity   |             |
| Risk Management  |             |
| <b>PLANNING</b>  | 28-1        |
| Building   |             |
| Planning   |             |
| Environmental Impact Reports   |             |
| Santa Cruz County Flood Control and Water Conservation District-Zone 4 |             |
| Fish and Game  |             |

| <b>TABLE OF CONTENTS</b>                     | <b>PAGE</b>  |
|--|--------------|
| <b>PLANT ACQUISITION</b>                     | <b>29-1</b>  |
| Technology Fund                              |              |
| Park Dedication Districts                    |              |
| independent Recreation Districts             |              |
| State Park Bonds                             |              |
| <b>PROBATION</b>                             | <b>30-1</b>  |
| Juvenile Hall                                |              |
| State Correctional Schools                   |              |
| Care of Court Wards                          |              |
| <b>PUBLIC DEFENDER</b>                       | <b>31 -1</b> |
| <b>PUBLIC WORKS</b>                          | <b>32-1</b>  |
| Real Property                                |              |
| Surveyor and Development Plan Review         |              |
| County Parking Programs                      |              |
| Construction inspection                      |              |
| Road Planning and Traffic Engineering        |              |
| Road Fund                                    |              |
| Roadside Betterment                          |              |
| Redevelopment Agency Engineering             |              |
| Board Governed Special Districts             |              |
| <b>REDEVELOPMENT DEPARTMENT</b>              | <b>33-1</b>  |
| Soquel Business and Parking Improvement Area |              |
| County Housing Funds                         |              |
| <b>SHERIFF-CORONER</b>                       | <b>34-1</b>  |
| Operations                                   |              |
| Burial of Indigents                          |              |
| Detention                                    |              |
| Court Security                               |              |
| <b>SUPERIOR COURT</b>                        | <b>35-1</b>  |
| General Fund Contribution to Superior Court  |              |
| <b>TREASURER-TAX COLLECTOR</b>               | <b>36-1</b>  |
| <b>COUNTY SALARY RANGES FOR POSITIONS</b>    | <b>37-1</b>  |

## TABLE OF CONTENTS

PAGE

### COUNTY FUND SUMMARIES

|  |    |
|--|----|
| Schedule 1 - Summary of the County Budget                                  | 1  |
| Schedule 2 - Analysis of Fund Balance <b>Unreserved/Undesignated</b>       | 2  |
| Schedule 3 - Detail of Provisions for <b>Reserves/Designations</b>         | 3  |
| Schedule 4 - Summary of Estimated Additional Financing Sources             | 4  |
| Schedule 5 - Analysis of Financing Sources by Source by Fund               | 5  |
| Schedule 7 - Summary of County Financing Requirements by Function and Fund | 19 |
| Schedule 8 - Summary of County Financing Requirements                      | 21 |
| Schedule 8A - Schedule of Specific Financing Uses by Function And Activity | 22 |

### SPECIAL DISTRICT BUDGET SUMMARIES AND SCHEDULES

#### PUBLIC PROTECTION

|   |    |
|---|----|
| Schedule 13 - Summary of Special District Budgets                     | 26 |
| Schedule 14 - Analysis of Fund Balance <b>Unreserved/Undesignated</b> | 27 |
| Schedule 15 - Details of Provisions for <b>Reserves/Designations</b>  | 28 |

#### HEALTH AND SANITATION

|   |    |
|---|----|
| Schedule 13 - Summary of Special District Budgets                     | 29 |
| Schedule 14 - Analysis of Fund Balance <b>Unreserved/Undesignated</b> | 30 |
| Schedule 15 - Details of Provisions for <b>Reserves/Designations</b>  | 31 |

#### RECREATION

|   |    |
|---|----|
| Schedule 13 - Summary of Special District Budgets                     | 32 |
| Schedule 14 - Analysis of Fund Balance <b>Unreserved/Undesignated</b> | 33 |
| Schedule 15 - Details of Provisions for <b>Reserves/Designations</b>  | 34 |

#### ROADS

|   |    |
|---|----|
| Schedule 13 - Summary of Special District Budgets                     | 35 |
| Schedule 14 - Analysis of Fund Balance <b>Unreserved/Undesignated</b> | 36 |
| Schedule 15 - Details of Provisions for <b>Reserves/Designations</b>  | 37 |

#### REDEVELOPMENT AGENCY

|   |    |
|---|----|
| Schedule 13 - Summary of Special District Budgets                     | 38 |
| Schedule 14 - Analysis of Fund Balance <b>Unreserved/Undesignated</b> | 39 |
| Schedule 15 - Details of Provisions for <b>Reserves/Designations</b>  | 40 |

# COUNTY DEPARTMENTS

**AGRICULTURAL COMMISSIONER****David Moeller, Commissioner**

Unit Numbers: 103210, 103220, 103300, 130320

Fund: General

Function: Public Protection

Activity: Protection Inspection

| Financing Use<br>Classification | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|---------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 1,211,563        | \$ 1,372,524            | \$ 1,178,225                   | \$ 1,430,641         | \$ 1,312,642         | \$ (59,882)                        |
| Services & Supplies             | 426,508             | 424,680                 | 426,494                        | 476,734              | 473,510              | 48,830                             |
| Fixed Assets                    | 26,652              | 9,747                   | 9,565                          | 0                    | 0                    | (9,747)                            |
| Intra-Fund Charges              | (79,656)            | (98,987)                | (98,986)                       | (94,815)             | (94,815)             | 4,172                              |
| <b>TOTAL EXPEND</b>             | <b>\$ 1,585,067</b> | <b>\$ 1,707,964</b>     | <b>\$ 1,515,298</b>            | <b>\$ 1,812,560</b>  | <b>\$ 1,691,337</b>  | <b>\$ (16,627)</b>                 |
| Less: Revenue                   | \$ 1,219,435        | \$ 1,207,468            | \$ 1,118,373                   | \$ 1,224,442         | \$ 1,199,723         | \$ (7,745)                         |
| <b>NET COUNTY COST</b>          | <b>\$ 365,632</b>   | <b>\$ 500,496</b>       | <b>\$ 396,925</b>              | <b>\$ 588,118</b>    | <b>\$ 491,614</b>    | <b>\$ (8,882)</b>                  |

Positions 23.13 23.75 24.58 22.58 (0.55)

This budget includes the Agricultural Commissioner, Pest Detection, and Weights and Measures. The Agricultural Commission also provides supervision and administrative support to the Mosquito Abatement/Vector Control District.

**2002-03 RECOMMENDED BUDGET**

The recommended budget provides for an decrease of \$16,627 in expenditures and a decrease in department revenues of \$7,745 for a decrease in Net County Cost of \$8,882. The recommended budget includes the following:

**Expenditures**

The decrease in salaries and benefits of \$59,882 includes the following modifications:

- The mid-year addition of two new Agricultural Biologist Aides. These limited term, seasonal positions are funded by the State Department of Food and Agriculture and are the equivalent of .62 full-time positions. One position is funded through the Glassy-winged Sharpshooter (GWSS) Program and will inspect plants originating in the GWSS infested areas and traps and plant material at local nurseries, vineyards, developments, and parks. This position will work for the full year in 2002-03. The second position is funded through the Weed Management Area and Sudden Oak Death (SOD) Programs. The position will conduct survey work and regulate the transport of plant material infected with SOD.
- The deletion of one Deputy Agricultural Commissioner, which was added last year to provide administrative assistance to the Agricultural Commissioner. This position is recommended for deletion due to the County's fiscal constraints.
- The deletion of one Weights and Measures Inspector from the Pesticide Enforcement program. The loss of this position will decrease the department's ability to conduct pesticide inspections, investigate illnesses and complaints, and issue Enforcement Compliance Actions. This position is recommended for deletion due to the County's fiscal constraints.

The decrease of \$12,420 in services and supplies includes the following:

- A reduction of \$6,637 in supplies, which reflects the elimination of prior year one-time expenditures and provides funding for supplies equal to the previous year's amount.
- The increase of \$5,004 in computer professional services represents the staffing costs of a Senior Departmental Analyst which is shared with the Parks Department. This position provides information services support to the Agricultural Commissioner's Office for two days per week.
- The \$106,250 in the consulting/management account was moved from the professional and services account, and is the expenditure for the fully reimbursed Monterey Bay Unified Air Pollution Control District grant for a low pollution agricultural engine demonstration project..
- The increase of \$8,800 in custodial services is transferred from the professional and special services account.
- The recommended professional and services account is reduced by \$68,899. These reductions include transfer of the Agriculture Engine Grant, computer professional services, and custodial services to other accounts. The remaining funds support expenditures in the Weed Management Area and tests and inspections of LPG meters by the Division of Measurement and Standards.
- The reduction of \$5,000 in equipment costs reflects the department's ability to obtain surplus vehicles for use in seasonal programs.

The \$94,815 recommended intra-fund transfer reflects charges for administrative and computer support provided by the Agricultural Commissioner's budget to the Mosquito Abatement District.

### Revenues

The recommended \$68,995 decrease in revenues includes the following:

- A decrease of \$25,000 in State agricultural gasoline tax monies based on the five-year average of reimbursements received from the California Department of Food and Agriculture (CDFA).
- The \$14,842 reduction in the pest control account reflects a reduction in the High Risk Pest Exclusion contract with CDFA and a smaller increase in funding for the Glassy-winged Sharpshooter Program.
- The \$10,644 reduction in the pesticide enforcement account reflects the reduction in revenue received from the Department of Pesticide Regulation for the Pesticide Use Enforcement contract.
- The recommended \$34,250 increase in contributions from other governmental agencies reflects the revenues from the Monterey Bay Unified Air Pollution Control District grant.
- The recommended decrease of \$19,000 for lettuce inspections reflects the recent reductions in the amount of head lettuce grown in Santa Cruz County.

### AGRICULTURAL COMMISSIONER'S OFFICE (103210)

The County Agricultural Commissioner is charged with enforcing provisions of the California Food and Agricultural Code which promotes and protects the production, sale and distribution of food, feed and horticultural crops, while assuring that a clean environment is conserved, workers' health and safety is assured, and a safe, economical and abundant food supply is preserved.

The following table illustrates the work undertaken by this office. The department has coordinated closely with the State to ensure that the department's work plan and activities coincide with the State's priorities.

| Activity                          | 2000-01<br>Act | 2001-02<br>Est/Act | 2002-03 |
|-----------------------------------|----------------|--------------------|---------|
| High Risk Quarantine inspections  | 2,200          | 2,200              | 2,200   |
| Certifications for export         | 2,360          | 2,300              | 2,300   |
| GWSS inspections                  | 1,500          | 4,300              | 4,900   |
| Pest Management: Sudden Oak Death | 80             | 800                | 900     |
| Pest Management: Weeds and others | 20             | 500                | 600     |
| Pesticide enforcement inspections | 819            | 1,300              | 1,500   |

### STAFFING (103210)

| POSITION                     | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm. | Recomm<br>Change |
|------------------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|
| AGRICULTURAL COMMISSIONER    |                 |                    |                    |                  |                    |                    |                  |
| Ag Comm/Sealer               | 8A              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Wgts & Msrs Inspector        | 55              | 9.00               |                    | 9.00             | 9.00               | 8.00               | (1.00)           |
| Ag. Bio. Aide (limited term) | 31              | 1.81               | 0.62               | 2.43             | 3.26               | 3.26               | 1.45             |
| Deputy Ag Comm/Sealer        | N9              | 3.00               | (1.00)             | 2.00             | 2.00               | 1.00               | (2.00)           |
| Secretary                    | BM              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Senior Acct Tech             | JL              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Departmental Admin Analyst   | PM              | 0.00               | 1.00               | 1.00             | 1.00               | 1.00               | 1.00             |
| Receptionist                 | KJ              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| TOTAL                        |                 | 17.81              | 0.62               | 18.43            | 19.26              | 17.26              | (0.55)           |

### PEST DETECTION(103220)

The purpose of the Pest Detection Program is the early detection of various insect pests which are not presently established within the State of California or the County of Santa Cruz but which are known to be a threat to agriculture, forest industries, and the environment. The program is 100% funded through a contractual agreement with the State Department of Food and Agriculture. The following table illustrates the anticipated workload for 2002-03.

| Trap type          | # Traps | Inspections<br>per trap | Inspections |
|--------------------|---------|-------------------------|-------------|
| Gypsy moth         | 410     | 8                       | 3,280       |
| Medfly             | 400     | 16                      | 6,400       |
| Apple maggot       | 100     | 10                      | 1,000       |
| Japanese beetle    | 120     | 7                       | 840         |
| Mexican fruit fly  | 120     | 31                      | 3,720       |
| Oriental fruit fly | 140     | 16                      | 2,240       |
| Melon fly          | 135     | 10                      | 1,350       |
| Other              | 50      | 2 to 12                 | 240         |
| Total              | 1,575   |                         | 19,070      |

### STAFFING (103220)

These positions are seasonal and limited term, and they are filled only during the growing season. Each of these four positions is the equivalent of .62 FTEs. The increase of .16 is a correction to indicate the correct number of pay periods to be worked and has no affect on County costs.

| POSITION         | Salary<br>Range | 2000-01<br>Allowed | Mid Year<br>Change | 2000-01<br>Total | 2001-02<br>Request | 2001-02<br>Recomm | Recomm.<br>Change |
|------------------|-----------------|--------------------|--------------------|------------------|--------------------|-------------------|-------------------|
| Ag BiologistAide | 31              | 2.32               |                    | 2.32             | 2.48               | 2.48              | 0.16              |
| TOTAL            |                 | 2.32               | 0.00               | 2.32             | 2.48               | 2.48              | 0.16              |

## WEIGHTS AND MEASURES(103300)

The Agricultural Commissioner serves as Sealer of Weights and Measures and enforces the provisions of the California Business and Professions Code which promote equity in the marketplace through tests, inspections and other regulatory activities. Transactions where weight, measure or count are the basis of sale or purchase are protected from fraud, deception, and unfair business practices.

The Weights and Measures Division has four major areas of enforcement: Quantity Control, Device Inspection, Petroleum Enforcement, and Weighmaster Enforcement.

The Quantity Control Program inspects packaged commodities to ensure that the consumer receives the correct weight, measure, or count. Commodities found short-weight or mislabeled are ordered off-sale and appropriate enforcement action is taken against the packer, distributor, or retailer. State estimates indicate that the department's current level of enforcement prevents losses to local consumers in excess of \$1 million per year. The County received settlements this year of \$150,000 from an auto parts chain store that was overcharging customers on items advertized at special discount prices.

The Device Inspection Program inspects and tests the accuracy of gasoline pumps, supermarket checkout scales, water meters, and other retail and wholesale weighing and measuring devices.

The Petroleum Enforcement Program samples and tests petroleum products to assure that they meet State and Federal standards relating to safety and performance.

The Weighmaster Enforcement program verifies the accuracy of written statements of weight, measure or count as issued by licensed weighmasters to provide for uniform standards in the sale of bulk commodities or movement of household goods. The following table summarizes the workload of this program.

| Program Activities           | 99/00<br>Actual | 00/01<br>Actual | 01/02<br>Est/Act | 02/03<br>Projected |
|------------------------------|-----------------|-----------------|------------------|--------------------|
| Establishments visited       | 1,905           | 1,976           | 2,064            | 1,900              |
| Inspections                  | 18,751          | 33,052          | 30,216           | 25,000             |
| Investigations               | 120             | 109             | 84               | 100                |
| Notices Of violations        | 146             | 191             | 164              | 150                |
| Administrative civil actions | 5               | 19              | 21               | 15                 |

## Staffing (1033001)

| POSITION              | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm. | Recomm<br>Change |
|-----------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|
| WEIGHTS AND MEASURES  |                 |                    |                    |                  |                    |                    |                  |
| Ag/Wts&Meas Insp III  | 55              | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00             |
| Wts&Meas Investigator | 55              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| TOTAL                 |                 | 3.00               | 0.00               | 3.00             | 3.00               | 3.00               | 0.00             |

**MOSQUITO ABATEMENT DISTRICT****CSA #53**

Dave Moeller, Director

Index Number: 130320

Fund: CSA #53

Function: Special District

Activity: Health &amp; Sanitation

| Requirements           | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|------------------------------------|
| <b>Appropriations</b>  |                   |                         |                                |                      |                   |                                    |
| Salaries & Benefits    | \$ 182,318        | \$ 206,270              | \$ 201,662                     | \$ 223,198           | \$ 223,198        | \$ 16,928                          |
| Services & Supplies    | 65,398            | 78,500                  | 74,098                         | 76,694               | 76,694            | (1,806)                            |
| Other Charges          | 0                 |                         |                                |                      |                   | 0                                  |
| Fixed Assets           | 0                 |                         |                                |                      |                   | 0                                  |
| Approp. for Cont.      | 0                 |                         |                                |                      |                   |                                    |
| Total                  | \$ 247,716        | \$ 284,770              | \$ 275,760                     | \$ 299,892           | \$ 299,892        | \$ 15,122                          |
| Increase Reserve       | 36,092            | 17,287                  | 17,287                         |                      |                   | (17,287)                           |
| <b>Total</b>           | <b>\$ 283,808</b> | <b>\$ 302,057</b>       | <b>\$ 793,047</b>              | <b>\$ 299,892</b>    | <b>\$ 299,892</b> | <b>\$ (2,165)</b>                  |
| <b>Available Funds</b> |                   |                         |                                |                      |                   |                                    |
| Fund Balance Avail.    | \$ 33,822         | \$ 25,930               | \$ 25,930                      | 6,575                | 6,575             | (19,355)                           |
| Cancel Reserve         |                   |                         |                                | 19,869               | 19,869            | 19,869                             |
| Revenue                | 275,917           | 276,127                 | 273,692                        | 273,448              | 273,448           | (2,679)                            |
| <b>Total</b>           | <b>\$ 309,739</b> | <b>\$ 302,057</b>       | <b>\$ 299,622</b>              | <b>\$ 799,892</b>    | <b>\$ 299,892</b> | <b>\$ (2,165)</b>                  |
| <b>Positions</b>       | 3.00              | 3.00                    | 3.00                           | 3.00                 | 3.00              | 0.00                               |

The Agricultural Commissioner, as the Director of Mosquito Abatement/Vector Control District, is charged with the management of mosquito and other nuisance, venomous or disease-carrying animal populations by means of integrated programs designed to benefit or to have minimal adverse effects on people, wildlife, and the environment. Currently, mosquito control activities are limited to two zones of benefit which encompass the Aptos and Pajaro areas.

The most extensive mosquito source within the zones of benefit is the Watsonville Slough. District personnel monitor adult mosquito populations and conduct encephalitis surveillance, submitting live trapped mosquitoes to a State virus laboratory. The District also disseminates information on a wide-range of vector-related topics, such as yellow jackets, ticks, spiders and rats. Program staff will also play a key role in the County's Africanized Honey Bee action and response plan.

Expenditures

The increase of \$16,928 in salaries and benefits provide for existing staff. The decrease of \$1,806 in supplies and services is primarily due to a decreases in county overhead and fleet charges.

## Revenues

Revenues of \$273,448 from County Service Area 53 charges provide full year funding. No change in assessments is recommended for 2002-03. The fees are assessed in accordance with the table below. Additional revenue includes \$6,360 for interest on unallocated funds in the bank. In addition, revenues of \$800 are budgeted for a contract with the City of Santa Cruz Water Pollution Control Facility for surveillance and treatment of mosquitoes.

| <u>Use</u>                            | <u>Fee Unit</u> | <u>Fee</u> |
|---------------------------------------|-----------------|------------|
| Residential Uses                      |                 |            |
| Single family residences              | 1.00            | \$11.59    |
| Multiple residences (2-4 unit)        | 1.33            | \$15.42    |
| Multiple residences (5 or more units) | 4.00            | \$46.38    |
| Recreational use                      | 1.44            | \$16.70    |
| Commercial/Institutional Use          | 1.22            | \$14.15    |
| Agricultural use                      | 1.00            | \$11.59    |
| Vacant land                           | 0.50            | \$ 5.80    |

## Workload

The following table summarizes the workload associated with this program.

|                             | 97/98<br>Actual | 98/99<br>Actual | 99/00<br>Actual | 00/01<br>Actual | 01/02<br>Est/Act | 02/03<br>Proj |
|-----------------------------|-----------------|-----------------|-----------------|-----------------|------------------|---------------|
| Mosquito inspections        | 2,975           | 2,864           | 2,451           | 2,327           | 2,300            | 2,500         |
| Mosquito control treatments | 663             | 1,023           | 922             | 786             | 800              | 900           |
| Residential inspections     | 74              | 49              | 59              | 50              | 50               | 50            |
| Surveillance hours per year | 2,300           | 2,400           | 2,400           | 2,100           | 2,200            | 2,200         |
| Control treatments per year | 500             | 600             | 600             | 600             | 700              | 700           |

## Staffing

| Position                  | Salary<br>Range | 1999-00<br>Allowed | 2000-01<br>Request | 2000-01<br>Recomrn. | Recomrn.<br>Change |
|---------------------------|-----------------|--------------------|--------------------|---------------------|--------------------|
| Asst. Vector Control Mgr  | MZ              | 1.00               | 1.00               | 1.00                | 0.00               |
| Vector Control Spec. II/I | 55              | 2.00               | 2.00               | 2.00                | 0.00               |
| Total                     |                 | 3.00               | 3.00               | 3.00                | 0.00               |

■

**AGRICULTURAL EXTENSION**  
**Laura Tourte, Director**  
Unit Number: 06/00/00

Fund: General  
Function: Education  
Activity: Agriculture Education

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 74,505         | \$ 81,800               | \$ 74,631                      | \$ 81,879            | \$ 81,879            | 79                                 |
| Services & Supplies             | 36,005            | 133,909                 | 116,603                        | 50,833               | 60,833               | (73,076)                           |
| <b>TOTAL EXPEND</b>             | \$ 110,510        | \$ 215,709              | \$ 191,234                     | \$ 132,712           | \$ 142,712           | (72,997)                           |
| Less: Revenue                   | \$ 0              | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                 | 0                                  |
| <b>NET COUNTY COST</b>          | <u>\$ 110,510</u> | <u>\$ 215,709</u>       | <u>\$ 191,234</u>              | <u>\$ 132,712</u>    | <u>\$ 142,712</u>    | <u>(72,997)</u>                    |
| Positions                       |                   | 2.00                    | 2.00                           | 2.00                 | 2.00                 | 0.00                               |

The Agricultural Extension Service is a cooperative County, State and federal activity authorized by the federal Smith-Lever Act. The University of California provides the professional staff for the Agricultural Extension and overall supervision and management of the program. The County provides office space, transportation, supplies, and clerical support. The program undertakes educational and research projects in agriculture and provides technical advice to farmers, landscapers, and home gardeners.

The mission of the department is to promote sustainable agriculture that is profitable, environmentally sound and socially responsible. The Agricultural and Environmental Horticulture program conducts applied research directed toward solving problems and improving practices in the local agricultural industry. Integrated Pest Management strategies, farm management, Sudden Oak Death and the viability of small farms are research priorities. The Youth Development and **4-H** program supports applied research and education in the areas of youth-related natural resources, science and technology programs, and provides oversight for the **4-H** program. The **4-H** program includes projects and activities which teach responsibility, leadership, teamwork and cooperation to prepare today's youth for adulthood. The Marine Science Program conducts applied research and education in the areas of coastal and marine resources. The Family and Consumer Sciences Program provides information to the public at large on a variety of subjects related to human nutrition, food safety, and food preparation and preservation.

#### 2002-03 RECOMMENDED BUDGET

The recommended budget provides for a decrease of \$72,997 in expenditures and no change in department revenues. The changes include an increase of \$79 in salaries and benefits for existing staff. The decrease of \$72,997 in services and supplies primarily reflects the completion of the Integrated Pest Management contract and prior year encumbrances associated with that contract. For the past two years UC Cooperative Extension has contracted with the County to provide technical assistance to County departments on developing and implementing the Integrated Pest Management policy adopted by the Board in August 2000. This contract will be completed at the end of this fiscal year, and it is recommended that the County's Health and Safety Officer be designated as the IPM Coordinator. This position is already responsible for ensuring that all County employees comply with all regulations and requirements related to the safe handling of pest control substances, and the additional responsibility for compliance with the Integrated Pest Management policy is an appropriate extension of those duties. Additional information on the continuation of the IPM program will be provided in the Supplemental Budget.

## STAFFING

| POSITION           | Salary<br>Range | 2000-01<br>Allowed | Mid Year<br>Change | 2000-01<br>Total | 2001-02<br>Request | 2001-02<br>Recomm | Recomm.<br>Change |
|--------------------|-----------------|--------------------|--------------------|------------------|--------------------|-------------------|-------------------|
| Clerk II           | KB              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Division Secretary | BX              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| DEPARTMENTAL TOTAL |                 | 2.00               | 0.00               | 2.00             | 2.00               | 2.00              | 0.00              |

**ANIMAL CONTROL**  
**Doreen Lozano, Interim Executive Director**  
Unit Number: 131820

Fund: General  
Function: Public Protection  
Activity: Other Protection

| Financing Use Classification | Actual 2000-01      | Appropriated 2001-02 | Actual Estimated 2001-02 | Requested 2002-03   | Recommend 2002-03   | Change from 2001-02 Approp. |
|------------------------------|---------------------|----------------------|--------------------------|---------------------|---------------------|-----------------------------|
| Services & Supplies          | 1,093,310           | 1,094,709            | 1,094,709                | 1,677,303           | 1,018,046           | (76,663)                    |
| <b>TOTAL EXPEND</b>          | <b>\$ 1,093,310</b> | <b>\$ 1,094,709</b>  | <b>\$ 1,094,709</b>      | <b>\$ 1,677,303</b> | <b>\$ 1,018,046</b> | <b>\$ (76,663)</b>          |
| Less: Revenue                | \$ 98,855           | \$ 159,000           | \$ 95,650                | \$ 159,000          | \$ 159,000          | 0                           |
| <b>NET COUNTY COST</b>       | <b>\$ 994,455</b>   | <b>\$ 935,709</b>    | <b>\$ 999,059</b>        | <b>\$ 1,518,303</b> | <b>\$ 859,046</b>   | <b>\$ (76,663)</b>          |

The County, in a partnership with the University of California at Santa Cruz and the Cities of Santa Cruz, Capitola, and Scotts Valley, has historically contracted for animal control services with the Santa Cruz Society for the Prevention of Cruelty to Animals (SPCA), a private, nonprofit corporation. Under the terms of the agreement, the SPCA was to have operated and maintained an animal shelter for the care of stray and unwanted animals, enforced ordinances and laws related to animals, rescued animals, assisted the public with the adoption or redemption of animals, licensed dogs, and provided the necessary administrative and financial controls to execute the terms of the agreement.

#### BACKGROUND

Fiscal year 2001-02 was the third and final year of a contract negotiated with the Santa Cruz SPCA. The three year agreement approved by your Board on September 28, 1999 and subsequently by the other public partners endeavored to provide a substantially enhanced level of service to the residents of the county and significantly increased funding to carry out the agreement. Among other things, the agreement included the following key elements:

- a 47% increase in funding over the three year term;
- an incremental approach to increase line-staff employee wages;
- funds towards constructing an on-site veterinary clinic;
- the addition of a full-time veterinarian and veterinarian technician to staff the clinic;
- the addition of .5 human resources assistant for each of the three years and .75 administration; assistant in years 2 and 3 to assist with administrative duties;
- additional staff to coordinate assessment of in-coming animals;
- \$50,000 in funds to add two new vehicles to the field pool;
- funds to purchase new medical equipment and additional medical supplies for the vet clinic;
- increases to operating accounts to address rising costs;
- a contribution for the SPCA to complete a master plan process for the Seventh Avenue location;
- the continuation of the Targeted Patrol program; and
- the continuation of a cost reimbursement basis of payment.

In the current fiscal year, the SPCA has experienced numerous difficulties, including deficits, vacancies in staff, cost over-runs, and an inability to remit \$275,000 in past due fees, which had been

collected on behalf of the public for licenses, fines, spay and neuter procedures, adoptions, and impound and boarding fees.

Your Board requested that the Auditor Controller assign audit staff to review the SPCA's records. A preliminary report was provided to your Board in April. In the Auditor's opinion, "the Animal Shelter's financial difficulties have resulted primarily from poor management, lack of appropriate Board of Directors' oversight and inadequate accounting practices."

On March 29, 2002 the SPCA submitted to the public partners a budget for shelter and field services for 2002-03. The request specified that approximately \$850,000 in new dollars and about 8 new positions would be required for the agency to provide shelter and field services for 2002-03. The \$2.637 million cost represents a 56% increase over the 01-02 total contract amount. Using the formula that considers the SPCA's estimates of field contacts made and animals received at the shelter, and population growth, the County's portion of the contract increase would be in excess of \$582,000.

In view of the increase requested by the SPCA for 2002-03, staff was directed to explore other options for the delivery of services for both patrol and shelter operations, including the possibility of the establishment of a Joint Powers Authority for the public provision of services as well as possible cooperative relationships with the SPCA that involve greater public oversight and management strategies. The staff of all of the public partners concurred that current economic challenges make a 56% increase in the 2002-03 budget financially untenable, and as importantly, unwarranted.

On May 13<sup>th</sup>, the SPCA presented the public partners a flat fee contract for the provision of just shelter and care services to receive up to 5,900 animals (about 2,000 of which are impounded on an annual basis'), at a base cost of \$1.62 million for July 1, 2002 through June 30, 2003, with additional costs in specified circumstances. This proposal represents approximately a 100% increase over current funding levels for shelter services.

#### 2002-03 RECOMMENDED BUDGET

The public partners are in the process of evaluating the costs and feasibility of providing animal patrol, field services and licensing services through a Joint Powers Agreement, and at this time are continuing negotiations with the Santa Cruz SPCA for shelter services. Given the magnitude of the proposed increases for shelter services, the unknowns associated with forming a new patrol unit, and given your Board's other budgetary priorities, additional information related to the Animal Control budget will be provided in the Supplemental Budget document.

At this time, the recommended budget provides a decrease of \$76,663 in expenditures, and no change in projected revenues, for a decrease in Net County Cost of \$76,663. This represents an 8.2% reduction in net cost.

Among other things, expenditures provide \$1 million as an estimate for the County's share of patrol, field, licensing and shelter services, a decrease of \$82,669 over the 2001-02 amount, and \$5,500 for services to assist the County to prepare the **SB 90** claims under the newly approved Commission on State Mandates' guidelines for animal services provided under SB 1785 (Hayden). The Governor's Budget May Revision proposes a reduction of \$168.3 million for 2002-03 to reflect the suspension of payment for various reimbursable state mandate claims received by the State. Given the State's financial condition, no new revenues are currently associated with the claiming process.

---

<sup>1</sup> Based on statistics provided by the SPCA

**ASSESSOR**  
**Robert Petersen, Assessor**  
**Gary Hazelton, Assessor-Elect**  
Unit Number: 109100

Fund: General  
Function: General Government  
Activity: Finance

| Financing Use<br>Classification | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|---------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 1,969,161        | \$ 2,228,996            | \$ 2,070,284                   | \$ 2,305,087         | \$ 2,219,446         | (9,550)                            |
| <b>Services &amp; Supplies</b>  | 569,018             | 628,676                 | 553,840                        | 584,220              | 577,320              | (51,356)                           |
| Other Charges                   | 93,866              | 0                       | 0                              | 0                    | 0                    | 0                                  |
| Fixed Assets                    | 0                   | 12,451                  | 12,000                         | 4,500                | 4,500                | (7,951)                            |
| Intra-Fund Charges              | (18,477)            | 0                       | 0                              | 0                    | 0                    | 0                                  |
| <b>TOTAL EXPEND</b>             | <b>\$ 2,613,565</b> | <b>\$ 2,870,117</b>     | <b>\$ 2,636,124</b>            | <b>\$ 2,893,807</b>  | <b>\$ 2,801,266</b>  | <b>(68,857)</b>                    |
| Less: Revenue                   | \$ 1,393,173        | \$ 1,436,215            | \$ 1,250,583                   | \$ 1,547,933         | \$ 1,504,076         | 67,851                             |
| <b>NET COUNTY COST</b>          | <b>\$ 1,220,392</b> | <b>\$ 1,433,892</b>     | <b>\$ 1,385,542</b>            | <b>\$ 1,345,874</b>  | <b>\$ 1,297,190</b>  | <b>(136,708)</b>                   |
| Positions                       |                     | 40.00                   | 40.00                          | 39.00                | 38.00                | (2.00)                             |

The Assessor is responsible for locating, identifying and assessing all taxable property within the County of Santa Cruz. The Assessor directs the performance and coordination of all assessment activities, and maintains contacts with legislators and state regulatory bodies, and participates in the rule making, standards development, and legislative activities of the California Assessor's Association. The Assessor's office is organized into two major program areas: valuation and administration.

VALUATION DIVISION: The valuation of taxable real and business property is performed by a staff of State certified appraisers and auditor-appraisers and auditor-appraiser aides. The resulting valuations are entered annually onto the County's assessment roll.

ADMINISTRATIVE DIVISION: The administrative division examines all recorded documents to implement changes of ownership and assessment changes, and prepares and maintains the Assessor parcel maps, and processes and approves tax exemption claims. This division also maintains the public counter and service area, markets Assessor products, controls the department budget, and coordinates and produces the annual assessment roll. This division has the responsibility for managing the appraisal files, maintaining the accuracy of changes in ownership, managing the data processing activities for the department, and coordinating duties related to the audit of the assessment roll. The division also maintains quality control of value conclusions, administers the Change in Ownership Questionnaire Program, and performs a daily audit of transactions.

During 2001-02, the Assessor capped two years of intensive networking with the leadership of resident-owned mobile home parks, and the County's State representatives, to advocate for legislation signed by the Governor this fiscal year which forgave back taxes on all changes of ownership occurring between January 1989 and January 2002. This initiative saved residents in these parks thousands of dollars in assessments. The Assessor continued the use of new electronic tools to streamline the assessment process; for example, the use of electronic storage of all types of parcel related files, which permits the use of digital cameras to document parcels currently being

reappraised, and the drawing and storage of building floor plans. The Assessor, with the County Administrative Officer and the Planning Director, developed a comprehensive plan to re-organize and consolidate the Geographic Information Systems (GIS) team under the Information Services Department. The goal of this effort is to push GIS technology into the mainstream of local government use as a County-wide management resource, and place it in an accessible format on a user's desktop. This consolidation initiative is discussed in each affected departmental budget.

For the first half of 2002-03 the Assessor will focus on additional new technologies to streamline workflow, and other operational enhancements to ensure a seamless transition of authority to the Assessor-Elect, and assist the Information Services Director to complete the consolidation of GIS services.

The Assessor is the lead department in implementing the State-County property tax administration loan program which is designed to assist counties to complete assessment activities. Calendar Year 2002 is the seventh consecutive year that the County has qualified for the State-County property tax administration loan program funds in the amount of \$565,000. The Assessor, Treasurer Tax-Collector, Auditor-Controller, and Clerk of the Board have components in their budgets which relate to this program to fund the work specified in the County's approved plan.

#### 2002-03 RECOMMENDED BUDGET

The recommended budget provides for a decrease of \$68,857 in expenditures and an increase of \$67,851 in revenues, for an decrease in Net County Cost of \$136,708. The recommended budget provides for the following:

##### Expenditures

- a decrease of \$9,550 in salaries and benefits provides for the reduction of 1.0 Assessment Clerk due to fiscal constraints, and the elimination of 1.0 limited term Geographic Information Systems Technician positions to reflect the completion of a project.
- a net decrease of \$51,356 in supplies and services.
- the recommended fixed asset is a color laser printer to reproduce digital photos of reappraised parcels, and it is funded by State-County property tax administration loan program funds.

##### Revenues

- the increase of \$67,851 in revenues is the result of an increase in property tax administration program loan revenues allocated to this department, reflecting the County's approved program.

## STAFFING

The following table summarizes the budgeted positions in the Assessor's Office.

| <b>POSITION</b>               | <b>Salary Range</b> | <b>2001-02 Allowed</b> | <b>Mid Year Change</b> | <b>2001-02 Total</b> | <b>2002-03 Request</b> | <b>2002-03 Recomm.</b> | <b>Recomm Change</b> |
|-------------------------------|---------------------|------------------------|------------------------|----------------------|------------------------|------------------------|----------------------|
| Appraiser II                  | 57/49               | 8.00                   |                        | 8.00                 | 8.00                   | 8.00                   | 0.00                 |
| Assessment Clerk              | MA                  | 5.00                   |                        | 5.00                 | 5.00                   | 4.00                   | (1.00)               |
| Clerical Supervisor II        | PD                  | 1.00                   |                        | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Assessment Technician         | MB                  | 6.00                   |                        | 6.00                 | 6.00                   | 6.00                   | 0.00                 |
| Assessor                      | 7H                  | 1.00                   |                        | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Auditor-Appraiser III         | x3                  | 1.00                   |                        | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Auditor-Appraiser I/II        | F4                  | 3.00                   |                        | 3.00                 | 3.00                   | 3.00                   | 0.00                 |
| Auditor-Appraiser Aide        | MC                  | 3.00                   |                        | 3.00                 | 3.00                   | 3.00                   | 0.00                 |
| Chief Auditor-Appraiser       | T2                  | 1.00                   |                        | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Chief-Assessment Standards    | LT                  | 1.00                   |                        | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Chief Deputy Assessor-Val/Adm | w 4                 | 2.00                   |                        | 2.00                 | 2.00                   | 2.00                   | 0.00                 |
| Deptl. Info Sys Analyst       | KB                  | 1.00                   |                        | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| GIS Map Technician II         | 87/TP               | 3.00                   |                        | 3.00                 | 2.00                   | 2.00                   | (1.00)               |
| Senior Appraiser              | RK                  | 3.00                   |                        | 3.00                 | 3.00                   | 3.00                   | 0.00                 |
| Senior Receptionist           | RK                  | 1.00                   |                        | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| <b>DEPARTMENTAL TOTAL</b>     |                     | <b>40.00</b>           | <b>0.00</b>            | <b>40.00</b>         | <b>39.00</b>           | <b>38.00</b>           | <b>(2.00)</b>        |

The table below provides the fixed asset detail recommended for budget index 109100.

| <b>Budget Index/<br/>Sub Object No.</b> | <b>Quantity</b> | <b>New (N)<br/>Replacement (R)</b> | <b>Description</b>  | <b>Recommended<br/>Amount</b> |
|---|-----------------|------------------------------------|---------------------|-------------------------------|
| 109100                                  | 1               | R                                  | Color Laser Printer | \$ 4,500                      |
| <b>Total</b>                            |                 |                                    |                     | <b>\$ 4,500</b>               |



**ASSOCIATION OF MONTEREY BAY AREA GOVERNMENTS**  
**Nicolas Papadakis, Executive Director**  
Unit Number: 131830

Fund: General  
Function: Public Protection  
Activity: Other Protection

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Other Charges                   | 32,850            | 33,056                  | 33,056                         | 35,000               | 35,000               | 1,944                              |
| <b>TOTAL EXPEND</b>             | <b>\$ 32,850</b>  | <b>\$ 33,056</b>        | <b>\$ 33,056</b>               | <b>\$ 35,000</b>     | <b>\$ 35,000</b>     | <b>1,944</b>                       |
| Less: Revenue                   | \$ 0              | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                 | - 0                                |
| <b>NET COUNTY COST</b>          | <b>\$ 32,850</b>  | <b>\$ 33,056</b>        | <b>\$ 33,056</b>               | <b>\$ 35,000</b>     | <b>\$ 35,000</b>     | <b>1,944</b>                       |

#### 2002-03 RECOMMENDED BUDGET

The recommended budget provides funds for the County's continued membership in the Association of Monterey Bay Area Governments (AMBAG). AMBAG was established under a joint powers agreement in 1968 to represent the local governments in Santa Cruz and Monterey Counties. AMBAG serves to meet federal requirements for an area-wide planning organization and as a clearinghouse for processing and coordinating federal grant applications.

As prescribed by the AMBAG by-laws, dues are allocated one-half by population ratio and one-half by assessed valuation ratio.

At the time of the preparation of the Proposed Budget, the AMBAG Board had not yet adopted a final 2002-03 budget. The recommended budget projects an increase of **\$1,944** for the Santa Cruz County contribution. If the final budget approved by the AMBAG Board exceeds this amount, a revised recommendation will be presented in the Supplemental Budget.



**AUDITOR-CONTROLLER**  
**Gary Knutson, Auditor-Controller**  
Unit Number: 12/00/00

Fund: General  
Function: General Government  
Activity: Finance

| Financing Use Classification | Actual 2000-01 | Appropriated 2001-02 | Actual Estimated 2001-02 | Requested 2002-03 | Recommend 2002-03 | Change from 2001-02 Approp. |
|------------------------------|----------------|----------------------|--------------------------|-------------------|-------------------|-----------------------------|
| Salaries & Benefits          | \$ 1,596,363   | 1,880,106            | 1,763,896                | 1,940,611         | 1,906,996         | 26,890                      |
| Services & Supplies          | 1,532,784      | 1,705,567            | 1,742,092                | 1,692,781         | 1,578,881         | (126,686)                   |
| Fixed Assets                 | 0              | 24,186               | 24,186                   | 0                 | 0                 | (24,186)                    |
| Intra-Fund Charges           | (992,941)      | (875,385)            | (866,385)                | (875,385)         | (875,385)         | - 0                         |
| TOTAL EXPEND                 | \$ 2,136,206   | 2,734,478            | 2,663,789                | 2,758,016         | 2,610,496         | (123,982)                   |
| Less: Revenue                | \$ 1,259,654   | 1,482,929            | 1,482,979                | 1,434,826         | 1,434,826         | (48,108)                    |
| NETCOUNTYCOST                | \$ 876,552     | 1,251,549            | 1,180,810                | 1,323,190         | 1,175,670         | (75,874)                    |
| Positions                    |                | 30.50                | 30.50                    | 30.50             | 30.00             | (0.50)                      |

The Auditor-Controller serves as the chief financial officer of County government, and as financial advisor to the Board of Supervisors, the County Administrative Officer, and autonomous special districts. The Auditor-Controller is responsible for oversight of the accounting functions for these entities, for county-wide accounting policies and procedures, and for performing internal and external audits.

The Auditor-Controller's office includes three divisions: the Division of General Accounting, the Audit and Systems Division, and the Budget, Tax and Special Reports Division.

DIVISION OF GENERAL ACCOUNTING: The General Accounting Division monitors and records the financial transactions of all entities which use the County treasury. The division prepares financial statements, conducts revenue analyses, and supports users of the County's accounting system. Additional duties include fiscal review of current and pending legislation, revenue and expenditure projections, cash reconciliations, warrant control, general ledger maintenance, and fixed asset accounting.

The Claims Section processes all claims, contracts, purchase orders, and requests for warrants to pay for services and supplies purchased with resources from the County treasury. The Payroll staff manages the payroll system, computes the pay and related deductions for County and various special district employees, and prepares attendance and other payroll-related reports as well as periodic reports to taxing authorities.

AUDIT AND SYSTEMS DIVISION: The Audit and Systems Division conducts financial and internal audits and special studies. As independent auditor for autonomous special districts and County-funded programs, this division examines the books and records of independent agencies to determine whether the accounts fairly present the financial position and results of operations, and that accounting systems comply with established accounting standards. The division conducts a variety of special studies, including internal control reviews, reviews of franchise agreements, and other significant projects, and it supports the preparation of the annual independent audit of the County's general purpose financial statements.

BUDGET, TAX AND SPECIAL REPORTS DIVISION: This division maintains the County's budget and tax system, monitors all County expenditures, assists in the preparation of the County and Special Districts budget documents and prepares special reports. The division also computes tax rates, maintains records of accountability for all tax levies, and answers questions from the public about tax bills.

## 2002-03 RECOMMENDED BUDGET

The recommended budget provides for a decrease of \$123,982 in expenditures and a decrease of \$48,108 in revenues, for a decrease in Net County Cost of \$75,874.

### Expenditures

An increase of \$26,890 in salaries and benefits provides for the elimination of 1.5 Sr. Account Technician positions, due to budget constraints. Over the past decade, in a response to financial constraints and workload shifts, the Auditor's office has relinquished 8.5 positions, 3.25 of which are directly associated with day-to-day accounting duties.

This year, the Auditor will be dedicating significant management and audit staff resources to respond to the new financial requirements for state and local governments (General Accounting Standards Board Statement - GASB - No. 34), which restructures how the County financial statement is presented, and mandates that new information be included. Ultimately, GASB 34 will change the way the County budget is presented, and the Auditor will be working with the County Administrative Officer during 2002-03 on this issue.

In order to realign resources to address the growing workload in the Auditor's office, to support the Department's process improvement projects, and to support the additional work required by GASB Statement No. 34, the addition of 1.0 Auditor I/IV is recommended.

Over the past two years, the Auditor has implemented or is in the final stages of implementing a number of process improvement projects designed to achieve cost savings, such as developing capacity for in-office check writing, providing delivery of financial reports on-line, rather than in hard copy, and a new interface to the County's accounting system that allows users to access financial information in a point-and-click environment, which will require less accounting staff support to users. An electronic payroll timecard project is in the planning stages, which would improve the current method of manually completing, collecting, reviewing, routing, approving and hand-keying the thousands of County timecards that are processed twenty-six times each year.

A net decrease of \$126,686 in services and supplies is the result of decreases in all but a handful of accounts, and includes a \$92,000 reduction in direct data processing charges to forgo vendor services to update the accounting system software, and an \$18,000 reduction in printing charges as a result of the initiative to make financial reports available on-line.

### Revenues

The decrease of \$48,108 in revenues is primarily associated with one-time state/county property tax loan appropriations that were made available for electronic imaging and storage software and equipment installed in the department in 2001-02.

## STAFFING

The following table reflects mid-year changes, the reduction of 1.5 Sr. Accounting Technician positions due to financial constraints, and the recommended addition of 1.0 Auditor I/IV to support process improvement projects, allow for transition planning in the audit division, and support the independent audit of the County's general purpose financial statements under the new requirements of GASB Statement No. 34.

| POSITION                  | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm. | Recomm<br>Change |
|---------------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|
| Accountant II/I           | 57/49           | 4.00               |                    | 4.00             | 4.00               | 4.00               | 0.00             |
| Accounting Analyst        | AD              | 1.00               | (1.00)             | 0.00             | 0.00               | 0.00               | (1.00)           |
| Accounting Manager        | AB              | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00             |
| Accounting Technician     | K2              | 8.75               | 0.50               | 9.25             | 9.25               | 9.25               | 0.50             |
| Audit/Systems Manager     | AB              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Auditor I-IV              | G8/G5           | 4.75               | 1.00               | 5.75             | 6.75               | 6.75               | 2.00             |
| Auditor-Controller        | 71              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Payroll Supervisor        | KE              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Sr. Account Clerk         | FH              | 3.00               |                    | 3.00             | 3.00               | 3.00               | 0.00             |
| Sr. Accounting Tech.      | JL              | 3.00               | (0.50)             | 2.50             | 2.50               | 1.00               | (2.00)           |
| Secretary                 | B5              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| <b>DEPARTMENTAL TOTAL</b> |                 | <b>30.50</b>       | <b>0.00</b>        | <b>30.50</b>     | <b>31.50</b>       | <b>30.00</b>       | <b>(0.50)</b>    |



**BOARD OF SUPERVISORS****CHAIR: Janet Beautz**

Unit Number: 15/00/00

Fund: General  
 Function: General Government  
 Activity: Legislative & Administrative

| Financing Use Classification | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits          | \$ 1,261,734        | \$ 1,417,420            | \$ 1,439,246                   | \$ 1,486,207         | \$ 1,486,207         | 68,787                             |
| Services & Supplies          | 98,587              | 127,238                 | 116,992                        | 124,236              | 109,236              | (18,002)                           |
| Fixed Assets                 | 0                   | 14,310                  | 2,500                          | 0                    | 0                    | (14,310)                           |
| <b>TOTAL EXPEND</b>          | <b>\$ 1,360,321</b> | <b>\$ 1,558,968</b>     | <b>\$ 1,558,738</b>            | <b>\$ 1,610,443</b>  | <b>\$ 1,595,443</b>  | <b>36,475</b>                      |
| Less: Revenue                | \$ 0                | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                 | 0                                  |
| <b>NET COUNTY COST</b>       | <b>\$ 1,360,321</b> | <b>\$ 1,558,968</b>     | <b>\$ 1,558,738</b>            | <b>\$ 1,610,443</b>  | <b>\$ 1,595,443</b>  | <b>36,475</b>                      |
| Positions                    |                     | 18.00                   | 18.00                          | 18.00                | 18.00                | 0.00                               |

Pursuant to the provisions of the California Constitution, the Board of Supervisors governs the Santa Cruz County unincorporated area and is the governing body of the County of Santa Cruz. The Board sets policy for the overall operations of the various County departments and districts.

The members of the Board of Supervisors also serve on the governing bodies of a number of other entities separate from the County, including the Santa Cruz County Redevelopment Agency, Public Financing Authority, County service areas, the Santa Cruz County Flood Control and Water Conservation District, and County road and lighting maintenance districts. Board members also serve on local and regional agencies and boards such as the Association of Monterey Bay Area Governments, the Local Agency Formation Committee, and the Transportation Commission.

**2002-03 RECOMMENDED BUDGET**

The recommended \$36,475 increase in Net County Cost includes an increase of \$68,787 in salaries and benefits to support current staffing which has remained constant for the past ten years. A net decrease of \$18,002 is recommended in services and supplies which includes a decrease of \$1,988 for maintenance of equipment, a decrease of \$2,820 for equipment lease, a \$15,000 decrease in travel expenses, and modifications in various other accounts. No fixed assets are recommended.

**STAFFING**

| POSITION               | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomrn. | Recomrn<br>Change |
|------------------------|-----------------|--------------------|--------------------|------------------|--------------------|---------------------|-------------------|
| Chairperson, Board     | OO              | 1.00               |                    | 1.00             | 1.00               | 1.00                | 0.00              |
| County Supervisor      | OO              | 4.00               |                    | 4.00             | 4.00               | 4.00                | 0.00              |
| County Supv Admin Asst | IG              | 11.00              |                    | 11.00            | 11.00              | 11.00               | 0.00              |
| Exec. Secretary        | BK              | 1.00               |                    | 1.00             | 1.00               | 1.00                | 0.00              |
| Typist Clerk III       | J9              | 1.00               |                    | 1.00             | 1.00               | 1.00                | 0.00              |
| DEPARTMENTAL TOTAL     |                 | 18.00              | 0.00               | 18.00            | 18.00              | 18.00               | 0.00              |



**CHILD SUPPORT SERVICES**  
**Lynn Miller, Director**  
Unit Number: 25/10/00

Fund: General  
Function: Public Protection  
Activity: Other Protection

| Financing Use<br>Classification | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 1,904,798        | \$ 4,950,519            | \$ 4,386,358                   | \$ 5,102,295         | \$ 5,102,295         | 151,776                            |
| Services & Supplies             | 638,555             | 1,562,085               | 1,426,360                      | 1,341,049            | 1,341,049            | (221,036)                          |
| Other Charges                   | 76,663              | 10,500                  | 7,426                          | 11,880               | 11,880               | 1,380                              |
| Fixed Assets                    | 88,420              | 185,500                 | 213,494                        | 18,000               | 18,000               | (167,500)                          |
| <b>TOTAL EXPEND</b>             | <b>\$ 2,708,436</b> | <b>\$ 6,708,604</b>     | <b>\$ 6,033,638</b>            | <b>\$ 6,473,224</b>  | <b>\$ 6,473,224</b>  | <b>(235,380)</b>                   |
| Less: Revenue                   | \$ 2,708,434        | \$ 6,708,604            | \$ 6,033,638                   | \$ 6,473,224         | \$ 6,473,224         | (235,380)                          |
| <b>NET COUNTY COST</b>          | <b>\$ 2</b>         | <b>\$ 0</b>             | <b>\$ 0</b>                    | <b>\$ 0</b>          | <b>\$ 0</b>          | <b>0</b>                           |
| Positions                       | 81.75               | 86.75                   | 88.75                          | 90.75                | 90.75                | 4.00                               |

The Department of Child Support Services (DCSS) completed transition from a division of the District Attorney's Office to a separate county department in December of 2000 as required by legislation.

The Department establishes paternity and child support obligations and collects and distributes support payments in accordance with law. This program is federally mandated by Title IV-D of the Social Security Act and subject to extensive regulation and oversight by the State Department of Child Support Services. Payments collected are forwarded to families or, in cases involving Temporary Assistance for Needy Families (TANF), transmitted to the State as welfare recoupment. The Department conducts investigations to locate parents and to document assets and ability to pay: coordinates genetic tests on disputed paternity cases, establishes and enforces court orders for support and collaborates with other agencies to promote positive parental involvement.

Two-thirds of the costs of the program are reimbursed by the federal government with the balance reimbursed by state allocation. State allocations are based on the prior year's actual expenditures, projected administrative and automation costs and collections, as well as program improvement initiatives. Local child support agencies are audited annually to ensure performance standards and time frames are met. In addition, each agency is evaluated using the following performance measures:

- 1) paternity establishment
- 2) support orders established
- 3) collections on current support
- 4) collections on arrears

Santa Cruz County's performance has consistently exceeded the state standard in these performance measures and has significantly improved in arrears collection as displayed in the table

below. (The paternity establishment rate reflects a decrease due to a change in the state's statistical methodology.)

|                                     | Paternity Establishment | Support Orders Established | Collections on Current Support | Collections on Arrears |
|-------------------------------------|-------------------------|----------------------------|--------------------------------|------------------------|
| Minimum State Standard              | 50.00%                  | 50.00%                     | 40.00%                         | 40.00%                 |
| <b>DA Family Support Statistics</b> |                         |                            |                                |                        |
| <b>Santa Cruz County - FFY 1999</b> | <b>78.00%</b>           | <b>75.00%</b>              | <b>45.00%</b>                  | <b>32.00%</b>          |
| State Average - FFY 1999            | 61.30%                  | 65.48%                     | 40.71%                         | 59.78%                 |
| <b>Child Support Services</b>       |                         |                            |                                |                        |
| <b>Santa Cruz County - FFY 2000</b> | <b>72.00%</b>           | <b>73.00%</b>              | <b>47.00%</b>                  | <b>64.00%</b>          |
| State Average - FFY 2000            | 60.40%                  | 69.09%                     | 40.12%                         | 53.43%                 |
| <b>Santa Cruz County - FFY 2001</b> | <b>69.00%</b>           | <b>74.00%</b>              | <b>49.00%</b>                  | <b>63.00%</b>          |
| State Average - FFY 2001            | 68.49%                  | 71.86%                     | 41.03%                         | 56.26%                 |

From State Department of Child Support Services

The Department has an active caseload of 10,376 as of March 1, 2002. Workload activities for the Department are summarized below:

|   |               |
|---|---------------|
| <b>Cases active cases as of 3/1/2002</b>  | <b>10,376</b> |
| <b>Cases requiring a valid address or employer for the obligor parent so that action can be taken</b> | <b>5,350</b>  |
| <b>Cases with payments</b>  | <b>3,250</b>  |
| <b>Cases requiring establishment of court orders for support</b>                                      | <b>893</b>    |
| <b>Cases requiring establishment of paternity</b>   | <b>842</b>    |
| <b>Cases requiring only health insurance support</b>  | <b>41</b>     |

The Department will remain focused on several target initiatives in the 2002-03 fiscal year to maintain excellence in customer service, to improve collections and to ensure compliance with performance standards:

- A new Customer Service Call Center
- A Quality Assurance Unit
- Continued promotion and support of the PITCH program which provides employment and training services for obligor parents with employment barriers
- Continued partnership with the Human Resources Agency and Co-Parenting Class to provide no cost parenting classes for TANF cases
- Collaboration with the Human Resources Agency and Health Services Agency to help families access health care through the Healthy Families program
- Continued promotion and support of the POP (Paternity Opportunity Program)
- Continuation of the Department's Court Education and Referral Officer to provide courtroom orientation and assistance to parents in Child Support Court

- Implementation of an Employer Liaison Program to assist employers who play an important role through the timely withholding of child support from the wages of the obligor parent

## 2002-03 RECOMMENDED BUDGET

The recommended budget of \$6,473,224 for the Department of Child Support Services reflects a decrease in expenditures of \$235,380 and a corresponding decrease in revenues of \$235,380 from 2001-02. The reductions were prompted at the state level by the economic downturn and reduced tax revenues. The Department of Child Support Services is a fully revenue supported program with no net county cost.

### Expenditures

The recommended budget includes an increase of \$151,776 in salaries and benefits. The budget provides for current staff and the addition of a new Program Manager position to provide necessary management oversight for the South County satellite office and to better position the Department to provide regional child support services with San Benito County, as anticipated. In addition, the budget includes a Staff Development Trainer to facilitate training of San Benito staff, contingent on state funding. The Department received a mid-year supplemental allocation to support state mandated initiatives. This unanticipated revenue added \$76,000 to salaries and benefits and two positions to the final 2001-02 allocation.

The recommended budget includes a decrease of \$221,036 in services and supplies from the 2001-02 appropriation. Significant changes and the reasons for the reductions or increases are:

- Miscellaneous inventory items reduced by \$18,400. The Department made non-recurring equipment purchases in support of state training initiatives during 2001-02.
- Postage reduced by \$60,000. The Department expects to streamline monthly statement and notice mailings. Expense formerly incurred under postage will shift to other sub-objects.
- County overhead increased by \$98,597.
- Data processing reduced by \$12,000. Recommended amount is based on annual mainframe connectivity charges for 100 personal computers.
- Legal service increased by \$10,000. The Department now uses three process servers for in-county, in-state, and out of state service. The recommended amount reflects actual expenses incurred in 2001-02.
- Professional services reduced by \$84,700. Due to funding constraints, the Department will be unable to continue financing for one Probation Officer assigned to the child support caseload. This position has been deleted in the Probation Department 2002-03 recommended budget. In addition, the Department expects to achieve additional expense savings through more efficient production of statements and notices.
- Rents and leases reduced by \$94,200. The reduction is attributable to the elimination of one time tenant improvement expenses and lower than anticipated rental agreement expenses.
- Lodging reduced by \$16,928. Due to fiscal constraints, the Department has reduced planned travel and travel-related expenses.
- Utilities reduced by \$26,000. Current year allocation reflects actual expenses incurred in 2001-02.

## Fixed Asset Details

The recommended budget includes \$18,000 for additional office furniture.

| Budget Index/<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description                     | Recommended<br>Amount |
|---------------------------------|----------|----------------------------|---------------------------------|-----------------------|
| 25100018422                     | 4        | N                          | Modular Furniture Free Standing | \$ 18,000             |
| <b>Total</b>                    |          |                            |                                 | <b>\$ 18,000</b>      |

## STAFFING -CHILD SUPPORT SERVICES

| POSITION                       | Salary<br>Range | 2001-02<br>Allowed | Mid<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm. | Recomm<br>Change |
|--------------------------------|-----------------|--------------------|---------------|------------------|--------------------|--------------------|------------------|
| Clerk II                       | KB/D1           | 4.00               | 0.00          | 4.00             | 4.00               | 4.00               | 0.00             |
| Typist Clerk II                | J8/J7           | 3.00               | 0.00          | 3.00             | 3.00               | 3.00               | 0.00             |
| Typist Clerk III               | J9              | 1.00               | 0.00          | 1.00             | 1.00               | 1.00               | 0.00             |
| Clerical Supervisor I          | FF              | 1.00               | 0.00          | 1.00             | 1.00               | 1.00               | 0.00             |
| Receptionist                   | KJ/D1           | 1.00               | 0.00          | 1.00             | 1.00               | 1.00               | 0.00             |
| Sr. Receptionist               | KX              | 1.00               | 0.00          | 1.00             | 1.00               | 1.00               | 0.00             |
| Child Support Interviewer I/II | K8/KC           | 8.00               | 0.00          | 8.00             | 7.00               | 7.00               | (1.00)           |
| Child Support Officer          | J5              | 30.75              | 1.00          | 31.75            | 31.75              | 31.75              | 1.00             |
| Supv. Child Support Officer    | 04              | 6.00               | 0.00          | 6.00             | 6.00               | 6.00               | 0.00             |
| Legal Clerk                    | FWKB            | 2.00               | 0.00          | 2.00             | 2.00               | 2.00               | 0.00             |
| Legal Secretary I/II           | C1/C2           | 2.00               | 0.00          | 2.00             | 2.00               | 2.00               | 0.00             |
| Senior Account Clerk           | FH              | 2.00               | 0.00          | 2.00             | 2.00               | 2.00               | 0.00             |
| Dept. Admin. Analyst           | PM              | 1.00               | 0.00          | 1.00             | 1.00               | 1.00               | 0.00             |
| Asst. Dept. Admin. Analyst     | M8              | 1.00               | 0.00          | 1.00             | 1.00               | 1.00               | 0.00             |
| Sr. Dept'l Info Sys Analyst    | XT              | 1.00               | 0.00          | 1.00             | 1.00               | 1.00               | 0.00             |
| Sr. Accounting Technician      | JL              | 5.00               | 0.00          | 5.00             | 6.00               | 6.00               | 1.00             |
| Accounting Technician          | K2              | 3.00               | 0.00          | 3.00             | 2.00               | 2.00               | (1.00)           |
| Admin Svcs Officer II          | PR              | 1.00               | 0.00          | 1.00             | 1.00               | 1.00               | 0.00             |
| Attorney IV-CS                 | YGNEND          | 4.00               | 0.00          | 4.00             | 4.00               | 4.00               | 0.00             |
| Investigator Assistant         | WD              | 2.00               | 0.00          | 2.00             | 2.00               | 2.00               | 0.00             |
| Child Support Insp. I/II       | L3/JU           | 1.00               | 0.00          | 1.00             | 1.00               | 1.00               | 0.00             |
| Child Support Manager          | LW              | 1.00               | 0.00          | 1.00             | 2.00               | 2.00               | 1.00             |
| Director of CS Svcs            | YG              | 1.00               | 0.00          | 1.00             | 1.00               | 1.00               | 0.00             |
| Executive Secretary            | BK              | 1.00               | 0.00          | 1.00             | 1.00               | 1.00               | 0.00             |
| Adm Svcs Mgr                   | B1              | 1.00               | 0.00          | 1.00             | 1.00               | 1.00               | 0.00             |
| Dept Info Sys Analyst          | XM              | 1.00               | 0.00          | 1.00             | 1.00               | 1.00               | 0.00             |
| Dept DP Coordinator            | XE              | 1.00               | 0.00          | 1.00             | 2.00               | 2.00               | 1.00             |
| Staff Development Trainer      | EK              | 0.00               | 1.00          | 1.00             | 2.00               | 2.00               | 2.00             |
| DEPARTMENTAL TOTAL             |                 | 86.75              | 2.00          | 88.75            | 90.75              | 90.75              | 4.00             |

**COMMISSIONS**

Unit Number: 16/00/00

Fund: General  
Function: Public Assistance  
Activity: Other Assistance

| Financing Use Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits          | \$ 92,762         | \$ 99,463               | \$ 98,840                      | \$ 108,843           | 0                    | \$ (99,463)                        |
| Services & Supplies          | 34,505            | 39,408                  | 37,384                         | 43,711               | 0                    | (39,408)                           |
| Intra-Fund Charges           | (29,014)          | (30,365)                | (30,365)                       | (34,754)             | 0                    | 30,365                             |
| <b>TOTAL EXPEND</b>          | <b>\$ 98,253</b>  | <b>\$ 108,506</b>       | <b>\$ 105,859</b>              | <b>\$ 117,800</b>    | <b>0</b>             | <b>\$ (108,506)</b>                |
| Less: Revenue                | \$ 0              | \$ 0                    | \$ 0                           | \$ 0                 | 0                    | 0                                  |
| <b>NET COUNTY COST</b>       | <b>\$ 98,253</b>  | <b>\$ 108,506</b>       | <b>\$ 105,859</b>              | <b>\$ 117,800</b>    | <b>0</b>             | <b>\$ (108,506)</b>                |
| <br><b>Positions</b>         |                   | <b>1.50</b>             | <b>1.50</b>                    | <b>1.50</b>          | <b>0.00</b>          | <b>(150)</b>                       |

This budget provides support to the Commission on Disabilities, the Women's Commission, and the Children and Youth Commission. These three commissions are the only County advisory bodies which have their own staff and their own budgets. Due to the County's fiscal constraints, it is recommended that the Commissions budget and the 1.5 associated positions be eliminated, that staffing for the Women's Commission be provided by the Personnel Department, that the Human Resources Agency provide staffing to the Commission on Disabilities, and that the Children and Youth Commission be consolidated with the Children's Network .

The Women's Commission was established in 1975. Its current responsibilities are to advise the Board of Supervisors on matters affecting any current inequalities suffered by citizens of the County and make recommendations to the Board to rectify those inequalities, to review the County's Affirmative Action Plan and policies and to recommend to the Board of Supervisors and the Affirmative Action Commission any revisions necessary to eliminate employment discrimination against women. The Commission has established a sub-committee on Welfare Reform, a task force on The Convention to End All Forms of Discrimination Against Women (CEDAW), and a Leadership Development Task Force. The strategic plan identifies the following future activities: the development of a Women's Community Resources Directory, find a way to honor women, actively review legislation and advise the Board accordingly. It is recommended that staffing for the Women's Commission be provided by the Equal Employment Opportunity staff in the Personnel Department.

The Commission on Disabilities was established in 1979. The Commission's annual report lists a number of activities that have occurred in the past year, including meeting with the Elections Department regarding access problems at polling place locations, working with County staff regarding access problems with the jury staging area, meeting with the Santa Cruz Restaurant Association regarding solutions to access problems, surveying County's public libraries for access issues, surveying parking lots for compliance with accessibility regulations, and developing a community awareness/education program. They have tended booths at functions, designed a flyer to inform County employees of their rights, and worked with the Sheriff to develop a volunteer parking enforcement team. It is recommended that staffing support for the Commission on Disabilities be provided by the Human Resources Agency.

The Children and Youth Commission was established in 1975. Its current responsibilities are to advise and report to the Board of Supervisors on any matters concerning the development, administration and review of preschool, child care and child health programs in the county. In the years since its establishment, a number of advisory bodies have been established which support these efforts and responsibilities, including the Child Care Planning Council, the Children and Families Commission, and the Children's Network. Because of the similarity in responsibilities of the Children and Youth Commission and the Children's Network, it is recommended that these two advisory bodies be more closely linked and that staffing be provided through the Children's Network. The County Administrative Office will work with both groups and the Children's Network staff over the next few months to determine how best to integrate the mission of the two bodies.

The County Code and the by-laws of these advisory bodies will be reviewed over the summer, and necessary modifications will be presented for approval at a later time.

### **STAFFING**

| <b>Position</b>        | <b>Salary Range</b> | <b>2001-02 Allowed</b> | <b>2002-03 Request</b> | <b>2002-03 Recomm.</b> | <b>Recomm. Change</b> |
|------------------------|---------------------|------------------------|------------------------|------------------------|-----------------------|
| Commission Coordinator | RN                  | <b>1.50</b>            | 1.50                   | <b>0.00</b>            | <b>(1.50)</b>         |
| <b>Total</b>           |                     | <b>1.50</b>            | <b>1.50</b>            | <b>0.00</b>            | <b>(1.50)</b>         |

**CONTINGENCIES****Susan A. Mauriello, County Administrative Officer**

Unit Number: 131375

Fund: General

Function: Reserves

Activity: Contingencies

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Contingencies                   | 0                 | 7,654,914               | 0                              | 7,578,315            | 7,578,315            | (76,599)                           |
| <b>TOTAL EXPEND</b>             | <b>\$ 0</b>       | <b>\$ 7,654,914</b>     | <b>\$ 0</b>                    | <b>\$ 7,578,315</b>  | <b>\$ 7,578,315</b>  | <b>\$ (76,599)</b>                 |
| Less: Revenue                   | <b>\$ 0</b>       | <b>\$ 0</b>             | <b>\$ 0</b>                    | <b>\$ 0</b>          | <b>\$ 0</b>          | <b>\$ . 0</b>                      |
| <b>NET COUNTY COST</b>          | <b>\$ 0</b>       | <b>\$ 7,654,914</b>     | <b>\$ 0</b>                    | <b>\$ 7,578,315</b>  | <b>\$ 7,578,315</b>  | <b>\$ (76,599)</b>                 |

The recommended amount for the 2002-03 General Fund Contingency totals \$7,578,315, a reduction of **\$76,599** from the 2001-02 amount.

The recommended amount includes a general contingency to address the many uncertainties which the General Fund Budget may confront during the coming year and a restricted contingency for specific items which will be addressed during budget hearings or during the course of the 2002-03 fiscal year. In summary, the recommended budget includes the following:

| Item                       | Amount                     |
|----------------------------|----------------------------|
| ■ General Contingency      | \$ 2,000,000               |
| ■ Undesignated Contingency | 232,375                    |
| ■ Restricted Contingency   | 5,345,940                  |
| Total                      | <u><u>\$ 7,578,315</u></u> |



**COUNTY ADMINISTRATIVE OFFICE**  
**Susan A. Mauriello, County Administrative**  
**Officer**  
Unit Number: 18/00/00

Fund: General  
Function: General Government  
Activity: Legislative & Administrative

| Financing Use Classification | Actual 2000-01      | Appropriated 2001-02 | Actual Estimated 2001-02 | Requested 2002-03   | Recommend 2002-03   | Change FROM 2001-02 APPROP. |
|------------------------------|---------------------|----------------------|--------------------------|---------------------|---------------------|-----------------------------|
| Salaries & Benefits          | \$ 1,387,662        | \$ 1,764,244         | \$ 1,460,667             | \$ 1,779,634        | \$ 1,779,634        | 15,390                      |
| Services & Supplies          | 1,124,510           | 793,274              | 624,972                  | 582,482             | 582,482             | (210,792)                   |
| Other Charges                | 340,917             | 705,327              | 703,838                  | 284,661             | 243,003             | (462,324)                   |
| Fixed Assets                 | 1,022               | 26,500               | 5,000                    | 3,000               | 3,000               | (23,500)                    |
| Intra-Fund Charges           | (896,986)           | (781,338)            | (783,338)                | (781,338)           | (781,338)           | 0                           |
| <b>TOTAL EXPEND</b>          | <b>\$ 1,957,125</b> | <b>\$ 2,508,007</b>  | <b>\$ 2,011,139</b>      | <b>\$ 1,868,435</b> | <b>\$ 1,826,781</b> | <b>(681,226)</b>            |
| <b>Less: Revenue</b>         | <b>\$ 640,318</b>   | <b>\$ 623,191</b>    | <b>\$ 684,405</b>        | <b>\$ 653,391</b>   | <b>\$ 653,391</b>   | <b>30,200</b>               |
| <b>NET COUNTY COST</b>       | <b>\$ 1,316,807</b> | <b>\$ 1,884,816</b>  | <b>\$ 1,326,734</b>      | <b>\$ 1,215,044</b> | <b>\$ 1,173,390</b> | <b>(711,426)</b>            |
| <br><b>Positions</b>         |                     | <b>20.30</b>         | <b>20.30</b>             | <b>19.30</b>        | <b>19.30</b>        | <b>(1.00)</b>               |

The County Administrative Officer works under the policies and direction of the Board of Supervisors. The duties of the County Administrative Officer are specified in the County Code and include preparation and supervision of the County's budget, legislative analysis, contract and grant administration, intergovernmental relations, supervision of non-elected department heads, and oversight of all departmental functions. The County Administrative Officer is responsible for management, review and recommendations related to the Board of Supervisor's weekly agenda materials.

The County Administrative Officer is also the ex-officio Clerk of the Board, Director of Emergency Services, Executive Director of the Public Finance Authority, Executive Director of the Santa Cruz County Redevelopment Agency, and a member of the Consolidated Communications Center JPA Board and the Criminal Justice Council. The County Administrative Office also administers activities related to tourism promotion, such as the contract with the Santa Cruz County Conference and Visitors Council, and coordinates the County's participation in the Monterey Bay National Marine Sanctuary Interagency Task Force.

The Clerk of the Board's office is a division of the County Administrative Office. The Clerk of the Board's principal responsibilities are to maintain and publish the record of the proceedings of the Board of Supervisors, and assist in the preparation of the agenda for the Board's weekly public meetings, including placing the agenda and minutes on the Internet. The office is also Clerk to the Assessment Appeals Board, the Nuisance Abatement Appeals Commission, and the Environmental Health Appeals Commission. The Clerk of the Board maintains the County's on-line version of the County Code and updates the list of appointments and notices of vacancies for County Commissions and committees on the Internet.

## 2002-03 RECOMMENDED BUDGET

The 2002-03 recommended budget for the County Administrative Office, including the Office of the Clerk of the Board, provides for a decrease of \$681,226 in expenditures and an increase of \$30,200 in revenues for a decrease in Net County Cost of \$711,426 as a result of the following:

### Expenditures

Salaries and benefits for current staff including a reduction of 1.0 administrative analyst due to fiscal constraints. This will result in a 13% decrease in administrative analyst staff and returns the office to the same level of analyst staff provided in 1989.

A decrease of \$210,792 in services and supplies as a result of the following changes:

- a reduction in professional and special services of \$174,298 due to the elimination of rebudgeted prior year appropriations and funds for census and redistricting activities. Funds are included in the Clerk of the Board's professional and special services for costs associated with supplemental updates to the on-line and hard copy versions of the County Code.
- funds for the County's continued membership (\$28,000) in the California State Association of Counties (CSAC), the National Association of Counties (\$4,161) and the County's share of the Criminal Justice Council (CJC) budget (\$58,330). These multi-jurisdictional agencies provide for legislative and budgetary advocacy at the State and federal levels, and coordination of public services at the local level. The budget also includes funds for the Code Compliance Hearing Officers (\$20,000).
- the continuation of the County's contract with the Santa Cruz County Conference and Visitors Council (\$243,003), reduced by 12.5% due to the financial impact from the loss of the County's utility tax. This will result in a decrease of \$33,412 for tourism promotion and will require the organization to reduce its marketing and public relations efforts or increase outside funding for these activities. The Conference and Visitors Council's request included a 2.5% cost of living adjustment.
- a decrease of \$426,120 due to the elimination of one time appropriations for investigating the feasibility of development of the San Lorenzo Valley redevelopment agency. These funds have been included in the 2001-02 estimated/actuals and will be rebudgeted for 2002-03.

### Fixed Assets

- The recommended fixed assets provide for a decrease of \$23,500. Recommended fixed assets include \$1,500 for a hardware security device required for the placement of the County's agendas on the Internet.

### Revenues

The recommended budget includes an increase in revenues of \$30,200 associated with the following:

- the continuation of State reimbursements for State mandated costs associated with the Open Meeting Act and AB 818 property tax administration loan funds for Clerk of the Board assessment appeals support services. Funds in the amount of \$104,000 have been received from the State during the past two years for prior year reimbursement of the Open Meeting Act mandate.

- various management charges associated with library services, the redevelopment agency, cable television, and deferred compensation administration.

## STAFFING

| POSITION                   | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm | Recomm.<br>Change |
|----------------------------|-----------------|--------------------|--------------------|------------------|--------------------|-------------------|-------------------|
| Administrative Aide        | MM              | 0.80               | 0.00               | 0.80             | 0.80               | 0.80              | 0.00              |
| Asst. County Admin Officer | 2A              | 1.00               | 0.00               | 1.00             | 1.00               | 1.00              | 0.00              |
| Board Clerk                | D4              | 1.00               | 0.00               | 1.00             | 1.00               | 1.00              | 0.00              |
| Chief Deputy Clerk         | M1              | 1.00               | 0.00               | 1.00             | 1.00               | 1.00              | 0.00              |
| County Admin. Officer      | 1A              | 1.00               | 0.00               | 1.00             | 1.00               | 1.00              | 0.00              |
| Dep. County Admin          | SB              | 3.00               | 0.00               | 3.00             | 3.00               | 3.00              | 0.00              |
| Exec. Sec.-CAO             | DK              | 1.00               | 0.00               | 1.00             | 1.00               | 1.00              | 0.00              |
| Pr/Sr/Assoc/Asst Analyst   | UL              | 7.50               | 0.00               | 7.50             | 6.50               | 6.50              | (1.00)            |
| Sr Board Clerk             | 12              | 3.00               | 0.00               | 3.00             | 3.00               | 3.00              | 0.00              |
| Sr. Receptionist           | KX              | 1.00               | 0.00               | 1.00             | 1.00               | 1.00              | 0.00              |
| DEPARTMENTAL TOTAL         |                 | 20.30              | 0.00               | 20.30            | 20.30              | 19.30             | (1.00)            |

## Fixed Asset Detail

The table below provides the fixed asset detail for 2002-03:

| Budget Index/<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description       | Recommended<br>Amount |
|---------------------------------|----------|----------------------------|-------------------|-----------------------|
| 18200018404                     | 1        | R                          | Hardware Security | 1,500                 |
| <b>Total</b>                    |          |                            |                   | <b>\$ 1,500</b>       |



**COUNTY CLERK RECORDER**  
**Richard Bedal**  
Unit Number: 212000

Fund: General  
Function: Public Protection  
Activity: Other Protection

| Financing Use Classification | Actual 2000-01      | Appropriated 2001-02 | Actual Estimated 2001-02 | Requested 2002-03   | Recommend 2002-03   | Change from 2001-02 Approp. |
|------------------------------|---------------------|----------------------|--------------------------|---------------------|---------------------|-----------------------------|
| Salaries & Benefits          | \$ 737,469          | \$ 730,515           | \$ 703,631               | \$ 807,339          | \$ 801,599          | 71,084                      |
| Services & Supplies          | 221,421             | 276,783              | 263,524                  | 301,856             | 296,296             | 19,513                      |
| Fixed Assets                 | 35,399              | 58,345               | 58,345                   | 11,200              | 11,200              | (47,145)                    |
| <b>TOTAL EXPEND</b>          | <b>\$ 994,289</b>   | <b>\$ 1,065,643</b>  | <b>\$ 1,025,500</b>      | <b>\$ 1,120,395</b> | <b>\$ 1,109,095</b> | <b>43,452</b>               |
| Less: Revenue                | \$ 1,389,333        | 1,293,706            | 1,597,126                | 1,434,706           | 1,470,209           | 176,500                     |
| <b>NET COUNTY COST</b>       | <b>\$ (395,043)</b> | <b>\$ (228,057)</b>  | <b>\$ (571,620)</b>      | <b>\$ (314,305)</b> | <b>\$ (361,105)</b> | <b>(133,048)</b>            |
| <br><b>Positions</b>         |                     | <b>14.00</b>         | <b>14.00</b>             | <b>15.00</b>        | <b>15.00</b>        | <b>1.00</b>                 |

The Recorder's Office maintains a comprehensive, perpetual record of land transactions and vital statistics. Activities include reviewing documents for legal sufficiency, recording documents, indexing, microfilming and scanning property transfer documents, collecting documentary transfer taxes and recording fees, and providing copies of all recorded documents and vital statistics records for review by the public. Microfilm is developed for other county departments, and microfilm copies on compact discs of recorded documents are prepared for title companies and other commercial firms. Scanned images of all property transfers recorded are electronically transmitted to the Assessor's office.

The Recorder's Office files copies and prepares indexes of all new birth, death, and marriage certificates, and issues marriage licenses to the public. Fictitious business name certificates are filed, and passport applications are accepted on behalf of the US State Department.

The mission of the department is to maintain an accurate, perpetual, and comprehensive set of public records, and the primary goal is to provide prompt and efficient service to the public.

The department has established specific objectives with regard to serving the public: record, cashier, index and image all recorded documents on the same day as received; microfilm all documents by the next working day; cashier and index all fictitious business name statements on the same day as received; process and mail passport applications on the same day as received; file, index and image all birth, death and marriage licenses by the next working day; and return recorded documents within two weeks of receipt.

The following table provides a summary overview of the workload of the department, which is accomplished within the target time frames:

## WORKLOAD

|   | Actual 2001 | Est. 2002 | Proj. 2003 |
|---|-------------|-----------|------------|
| Recordings                                  | 96,290      | 96,000    | 96,000     |
| Copies Issued                               | 56,481      | 40,000    | 56,500     |
| Marriage Licenses & Vital Statistic Filings | 9,540       | 9,500     | 9,800      |
| Fictitious Business Name Filings            | 2,444       | 2,700     | 2,500      |
| Passport Applications                       | 2,463       | 2,200     | 2,200      |

Indicators calculated on calendar year

## 2002-03 RECOMMENDED BUDGET

The recommended budget provides for an increase of \$43,452 in expenditures, and an increase of \$176,500 in revenues, resulting in a decrease in net cost of \$133,048. The department is a contributor to the General Fund.

### ExDenditures

The increase of \$71,084 in salaries and benefits provides negotiated agreements for existing staff, and for the recommended addition of 1.0 imaging technician, which is offset with an increase in micrographics fee revenues, and savings in overtime pay and compensatory time worked.

- the position has been requested and recommended due to a significant increase in the number of pages contained in documents filed with the Recorder, which have nearly doubled in the past two years. This is due to several factors including an industry-wide shift from legal to letter size paper. The increase in volume is significant because each page of documents filed must be scanned and microfilmed.
- reductions in the following supplies and services accounts, due to fiscal constraints:
  - a printing supplies
  - PC software
  - lodging, meals, registration and travel
- a decrease of \$47,145 in fixed assets. The recommended fixed assets are limited to critically necessary equipment. The costs for Recorder's equipment are fully offset by micrographics fees and recorder's improvement fees.
- the Recorder must shift to computer processing units capable of supporting a Windows 2000 platform in order to run the only available version of the vendor supplied Recorder's software system. The \$14,215 increase in appropriations to purchase these units is largely responsible for the net increase of \$19,513 in supplies and services.

## Revenues

The \$176,500 net increase in revenues is the result of an increase in micrographics fees to offset the cost of the addition of 1.0 recorder staff, and an increase in recording fees of \$150,000, based on estimated/actual receipts for 2001-02, partially offset by an anticipated decrease of \$10,000 in court filings.

## STAFFING

The following staffing table summarizes current staffing levels, and provides for the addition of 1.0 imaging technician.

| POSITION  | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm. | Recomm<br>Change |
|---|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|
| Asst. County Clerk-Recorder                       | N3              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| County Clerk-Recorder/<br>Treasurer-Tax Collector | 5B              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Imaging Technician                                | JK              | 2.00               |                    | 2.00             | 3.00               | 3.00               | 1.00             |
| Legal Doc. Examiner                               | P3              | 10.00              |                    | 10.00            | 10.00              | 10.00              | 0.00             |
| <b>Total</b>                                      |                 | 14.00              | <b>0.00</b>        | 14.00            | 15.00              | 15.00              | 1.00             |

The table below provides the fixed asset detail recommended for budget index 212000.

| Budget Index/<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description                   | Recommended<br>Amount |
|---------------------------------|----------|----------------------------|-------------------------------|-----------------------|
| 212000/8404                     | 1        | R                          | HP Duplex Printer             | \$ 3,200              |
| 212000/8404                     | 1        | R                          | Battery Backup for Server     | \$ 1,700              |
| 212000/8404                     | 1        | N                          | CD Duplicator                 | \$ 1,800              |
| 212000/8410                     | 1        | N                          | Modular Desk for Imaging Tech | \$ 4,500              |
| Total                           |          |                            |                               | \$ 11,200             |



**ELECTIONS**  
**Richard Bedal, County Clerk**  
**Recorder /Treasurer Tax-Collector**  
Unit Number: 214000

Fund: General  
Function: General Government  
Activity: Election

| Financing Use Classification | Actual 2000-01      | Appropriated 2001-02 | Actual Estimated 2001-02 | Requested 2002-03   | Recommend 2002-03   | Change from 2001-02 Approp. |
|------------------------------|---------------------|----------------------|--------------------------|---------------------|---------------------|-----------------------------|
| Salaries & Benefits          | \$ 644,705          | \$ 719,255           | \$ 714,055               | \$ 833,693          | \$ 712,734          | (6,521)                     |
| Services & Supplies          | 588,894             | 714,844              | 714,124                  | 681,224             | 684,744             | (30,100)                    |
| Fixed Assets                 | 17,163              | 207,268              | 207,268                  | 130,500             | 0                   | (207,268)                   |
| Intra-Fund Charges           | (19,653)            | (43,729)             | (43,729)                 | (46,407)            | (46,407)            | (2,678)                     |
| <b>TOTAL EXPEND</b>          | <b>\$ 1,231,109</b> | <b>\$ 1,597,638</b>  | <b>\$ 1,591,718</b>      | <b>\$ 1,599,010</b> | <b>\$ 1,351,071</b> | <b>(246,567)</b>            |
| <b>Less: Revenue</b>         | <b>\$ 460,533</b>   | <b>\$ 151,100</b>    | <b>\$ 273,203</b>        | <b>\$ 463,500</b>   | <b>\$ 404,100</b>   | <b>253,000</b>              |
| <b>NET COUNTY COST</b>       | <b>\$ 770,576</b>   | <b>\$ 1,446,538</b>  | <b>\$ 1,318,515</b>      | <b>\$ 1,135,510</b> | <b>\$ 946,971</b>   | <b>(499,567)</b>            |
| <br><b>Positions</b>         |                     | 8.50                 | 8.50                     | 8.50                | 7.00                | (1.50)                      |

The Elections Department, a division of the County Clerk-Recorder's office, is responsible for conducting elections of all federal, state, county, school district, special district and city offices, and all measures and propositions at the state and local level. The elections staff manages voter registration, coordinates voter outreach, manages candidate and elected officials' filings, recruits and trains poll workers and establishes polling places, and implements all new state and federal election laws.

The recommended budget includes funds to support the November 2002 General Election. Included in the November election are contests for **U.S.** Congress, Governor, Lt. Governor and other State offices, Supreme and Appellate Court Justices, State Assembly; and on the local level, County Supervisor District 3, City Council seats for the four incorporated cities, and most of the county's special and school districts. Each jurisdiction that consolidates an election in November will pay a share of the election costs.

During the 2001-02 fiscal year the Elections Department successfully implemented the 2002 redistricting and reapportionment plans for Congress, the State Legislature, and the County Board of Supervisors and redrew precinct lines in time for the March 2002 Primary Election. Staff are working with the County's GIS team to complete the redistricting plans underway by school and special districts that are scheduled for election in November 2002.

The Department successfully completed the March Primary Election while incorporating new state statutes that changed the way ballots are issued to voters, and the deadlines for voter registration. At the same time, staff converted to a new PC - based election information management system, which allows elections information and results to be published directly to the Internet, and streamlines the process to place absentee and provisional ballots into the official count. By improving these processes, the new election information management system has provided significant new benefits to candidates and the voting public.

## 2002-03 RECOMMENDED BUDGET

The recommended budget provides for a decrease in total expenditures of \$246,567 and an increase in revenues of \$253,000, for a decrease in Net County Cost of \$499,567.

### Expenditures

The decrease of \$6,521 in salaries and benefits provides for:

- the reduction of .5 Sr. Account Clerk due to fiscal constraints. The accounting position was added to improve methods for computing and billing local districts and jurisdictions for services provided, and to support the Elections Manager's budget and state claiming processes.
- the transfer of 1.0 departmental systems analyst (GIS) position to the Information Services Department as part of the GIS technology consolidation project.
- reductions in extra help staff expenditures associated with conducting the scheduled election, including the elimination of one of two positions that provide new voter outreach, due to fiscal constraints.

A net decrease of \$30,100 in services and supplies is the result of reductions in nearly all of the supplies and services categories, partially offset by a contribution for GIS services (\$31,752) to fund the remaining redistricting boundary line work, which must be completed in advance of the November 2002 election. The net decrease is primarily the result of:

- decreases of \$16,700 in office equipment maintenance and \$10,457 in equipment lease expense which reflects savings associated with the installation of the new elections information management system;
- a decrease in postage of \$23,690 to forego a purge of the voter file;
- the elimination of all non-essential election supplies, including voter outreach materials (\$6,000) and advertising expenses for voter and poll worker outreach (\$1,900).

The decrease in fixed assets (\$207,268) is due to the elimination of one-time appropriations to upgrade the elections information management system and complete the office's remodeling.

### New Voting Technologies

The Department has requested funds in the amount of \$132,000 to purchase software and 15 electronic touch screen voting systems to implement a pilot project utilizing important new technologies that are available in our adjacent counties, including Santa Clara and Monterey.

This request is not recommended at this time due to fiscal constraints, and because it has not yet been submitted to the Information Services Policy Committee for review. The project will be presented for consideration to the Information Services Policy Committee in the Fall. In the event that 75% matching funds become available through State or federal election improvement bond monies, the Clerk Recorder and Elections Manager will return to your Board for further review.

## Revenues

The net increase of \$253,000 in revenues is the result of anticipated contributions from special and school districts and the cities to pay the costs of consolidating their elections contests with the November 2002 General Election.

## STAFFING

The following chart provides detail for the reduction of .5 accounting support staff, the transfer of GIS staff, and summarizes classification changes approved mid-year.

| <b>POSITION</b>               | <b>Salary<br/>Range</b> | <b>2001-02<br/>Allowed</b> | <b>Mid Year<br/>Change</b> | <b>2001-02<br/>Total</b> | <b>2002-03<br/>Request</b> | <b>2002-03<br/>Recomrn</b> | <b>Recomrn.<br/>Change</b> |
|-------------------------------|-------------------------|----------------------------|----------------------------|--------------------------|----------------------------|----------------------------|----------------------------|
| Elections Manager             | W4                      | 1.00                       |                            | 1.00                     | 1.00                       | 1.00                       | 0.00                       |
| Elections Coordinator         | DD                      | 5.00                       | (5.00)                     | 0.00                     | 0.00                       | 0.00                       | (5.00)                     |
| Program Coordinator           | BV                      | 0.00                       | 5.00                       | 5.00                     | 5.00                       | 5.00                       | 5.00                       |
| Sr. Account Clerk             | ER                      | 0.50                       |                            | 0.50                     | 0.50                       | 0.00                       | (0.50)                     |
| Deptl. Infor. Systems Analyst | XM                      | 2.00                       |                            | 2.00                     | 1.00                       | 1.00                       | (1.00)                     |
| <b>TOTAL</b>                  |                         | <b>8.50</b>                | <b>0.00</b>                | <b>8.50</b>              | <b>7.50</b>                | <b>7.00</b>                | <b>(1.50)</b>              |



**COUNTY COUNSEL**  
**Dana McRae**  
**Acting County Counsel**  
Unit Number: 242000

Fund: General  
Function: General Government  
Activity: Counsel

| Financing Use Classification | Actual 2000-01      | Appropriated 2001-02 | Actual Estimated 2001-02 | Requested 2002-03 | Recommend 2002-03 | Change FROM 2001-02 APPROP. |
|------------------------------|---------------------|----------------------|--------------------------|-------------------|-------------------|-----------------------------|
| Salaries & Benefits          | \$ 1,629,615        | 2,055,865            | 1,969,855                | 2,282,235         | 2,162,565         | 106,704                     |
| Services & Supplies          | 265,556             | 344,747              | 354,937                  | 235,404           | 235,404           | (109,343)                   |
| Fixed Assets                 | 0                   | 7,893                | 0                        | 0                 | 0                 | (7,893)                     |
| intra-Fund Charges           | (1,288,855)         | (68,290)             | (24,290)                 | 31,710            | 31,710            | 100,000                     |
| <b>TOTAL EXPEND</b>          | <b>\$ 606,318</b>   | <b>2,340,215</b>     | <b>2,300,501</b>         | <b>2,549,349</b>  | <b>2,429,680</b>  | <b>89,468</b>               |
| Less: Revenue                | \$ 949,670          | 933,908              | 1,082,535                | 1,189,805         | 1,189,805         | 255,900                     |
| <b>NET COUNTY COST</b>       | <b>\$ (343,352)</b> | <b>1,406,307</b>     | <b>1,217,976</b>         | <b>1,359,544</b>  | <b>1,239,875</b>  | <b>(166,432)</b>            |
| Positions                    |                     | 23.20                | 23.20                    | 23.20             | 21.50             | (1.70)                      |

County Counsel is responsible for civil matters for the County of Santa Cruz. This office is responsible for defending, representing, and providing legal advice to the Board of Supervisors, County departments and officials, Special Districts governed by the Board of Supervisors, and most Commissions and Boards. County Counsel also provides legal advice to many independent special districts, including the County Housing Authority, the Santa Cruz County Sanitation District, the Emergency Communications Center Joint Powers Agency, and the Local Agency Formation Commission (LAFCO).

To comply with state law and local directives, County Counsel staff attend meetings of the Board of Supervisors, the Planning Commission, LAFCO, the Santa Cruz County Sanitation District, and the Assessment Appeals Board. Attendance at other commissions and district meetings is provided as needed.

Tort claims defense continues to be a major functional responsibility for the office under the County's self-insurance liability program. Approximately two full-time equivalent attorney positions and one-half paralegal position are devoted to this function. County Land Use activities are supported by at least two and one-half full-time equivalent attorney positions. The Child Protective Services caseload is supported by approximately two full-time equivalent attorney positions. One half of a full-time equivalent attorney position and one-half a clerical full-time equivalent position are devoted to legal services for Workers Compensation cases. County Counsel also administers the Mobile Home Rent Adjustment Ordinance and is responsible for other civil litigation and administrative hearings.

#### 2002-03 RECOMMENDED BUDGET

The recommended budget provides for an increase in expenditures totaling \$89,468, and an increase in revenues totaling \$255,900, resulting in a decrease in Net County Cost of \$166,432.

## ExDenditures

The recommended increase in salaries and benefits of \$106,704 provides for existing staff and the deletion of one legal secretary and one .70 attorney II assigned to the Child Protective Services caseload.

The recommended decrease in services and supplies of \$109,343 is primarily the result of the \$127,633 decrease in professional and special services. The reduction is due to the elimination of unneeded contracts, and the remaining \$57,000 will support annual contracts for legal services, experts, and legal research.

The changes to the cost applied account reflect the reduction of \$100,000 from the Human Resources Agency in response to fiscal constraints.

No fixed assets are recommended.

## Revenues

The \$255,900 increase in revenues is due primarily to an increase in Risk Management revenues of \$195,600. A \$6,800 reduction in revenue from property tax administration fees is recommended in accordance with the Auditor's estimates. An additional reduction of \$5,000 is anticipated due to reduced demand from the Planning Department for at-cost legal services. \$50,000 in revenues from the Housing Fund is recommended as reimbursement for legal services. A \$15,000 increase in fees for Probate services is recommended in accordance with current activity. A \$12,500 increase is recommended for legal services provided to the Redevelopment Agency.

## STAFFING

The following table summarizes current staffing:

| POSITION            | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm. | Recomm<br>Change |
|---------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|
| Attorney I-IV       | YC/DS<br>YGNEND | 14.20              |                    | 14.20            | 14.20              | 13.50              | (0.70)           |
| County Counsel      | S8              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Legal Secretary     | C11C2           | 5.00               |                    | 5.00             | 5.00               | 4.00               | (1.00)           |
| Paralegal           | D5              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Sr. Legal Secretary | B9              | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00             |
| DEPARTMENTAL TOTAL  |                 | 23.20              | 0.00               | 23.20            | 23.20              | 21.50              | (1.70)           |

**COUNTY SERVICE AREA NO. 38**  
**Susan A. Mauriello, County Administrative**  
**Officer** Index Number: 136601

Fund: Special District  
Function: Public Protection  
Title: Extended Police Protection

| Requirements              | Actual<br>2000-01    | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03    | Change<br>from<br>2001-02 |
|---------------------------|----------------------|-------------------------|--------------------------------|----------------------|----------------------|---------------------------|
| <b>Appropriations</b>     |                      |                         |                                |                      |                      |                           |
| Services & Supplies       | \$ 5,869,471         | \$ 5,465,963            | \$ 5,465,963                   | \$ 5,674,469         | \$ 5,674,469         | \$ 208,506                |
| Other Charges             | 5,884,205            | 5,070,000               | 5,070,000                      | 5,070,000            | 5,070,000            | 0                         |
| <b>Total</b>              | <b>\$ 11,753,676</b> | <b>\$ 10,535,963</b>    | <b>\$ 10,535,963</b>           | <b>\$ 10,744,469</b> | <b>\$ 10,744,469</b> | <b>\$ 208,506</b>         |
| Increase Reserve          | 0                    | 0                       | 0                              | 0                    | 0                    | 0                         |
| <b>Total Requirements</b> | <b>\$ 11,753,676</b> | <b>\$ 10,535,963</b>    | <b>\$ 10,535,963</b>           | <b>\$ 10,744,469</b> | <b>\$ 10,744,469</b> | <b>\$ 208,506</b>         |
| <b>Available Funds</b>    |                      |                         |                                |                      |                      |                           |
| Fund Balance Avail.       | \$ 0                 | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                 | 0                         |
| Property Taxes            | 1,124,352            | 1,196,519               | 1,186,519                      | 1,231,980            | 1,231,980            | 35,461                    |
| Revenues                  | 10,629,326           | 9,339,444               | 9,349,444                      | 9,512,489            | 9,512,489            | 173,045                   |
| <b>Total</b>              | <b>\$ 11,753,678</b> | <b>\$ 10,535,963</b>    | <b>\$ 10,535,963</b>           | <b>\$ 10,744,469</b> | <b>\$ 10,744,469</b> | <b>\$ 208,506</b>         |

**2002-03 RECOMMENDED BUDGET**

County Service Area 38 was established in 1983-84 at the request of the local cities and with the approval of the Local Agency Formation Commission. County Service Area 38 provides financing for Sheriffs services provided to the unincorporated area. Funds provided through County Service Area 38 are a financing element for the Sheriffs Department (Index 661000).

The recommended 2002-03 budget for County Service Area Number 38 provides \$3,391,584 for the Sheriffs Services and \$1,722,385 for the General County Overhead associated with those services, and \$500 for accounting services. The 2002-03 recommended budget is financed with the following revenues: sales tax, interest earnings, allocated property taxes and a General Fund Contribution for Budget Index 131604.

County Service Area Number 38 contains no service charge revenue.

**CONTRIBUTION TO COUNTY SERVICE AREA 38**  
**Susan A. Mauriello, County Administrative Officer**  
Index Number: 131604

Fund: General  
Function: Public Protection  
Activity: Police Protection

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 Approp. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Other Charges                   | 5,884,205         | 5,070,000               | 5,070,000                      | 5,070,000            | 5,070,000            | 0                                  |
| <b>TOTAL EXPEND</b>             | \$ 5,884,205      | \$ 5,070,000            | \$ 5,070,000                   | \$ 5,070,000         | \$ 5,070,000         | \$ 0                               |
| <b>Less: Revenue</b>            | \$ 5,884,205      | \$ 5,070,000            | \$ 5,070,000                   | \$ 5,070,000         | \$ 5,070,000         | \$ 0                               |
| <b>NET COUNTY COST</b>          | \$ 0              | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                 | \$ 0                               |

#### 2002-03 RECOMMENDED BUDGET

This budget provides for a contribution to the extended police services financed through County Service Area 38.

**DEBT SERVICE****Susan A. Mauriello, County Administrative Officer**

Unit Number: 13/12/00

Fund:

General

Function:

Debt Service

Activity:

Ret. of Long Term Debt

| Financing Use<br>Classification | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Services & Supplies             | 33,489              | 50,000                  | 50,000                         | 50,000               | 50,000               | 0                                  |
| Other Charges                   | 5,370,980           | 5,237,260               | 5,370,045                      | 6,232,668            | 6,232,668            | 995,408                            |
| <b>TOTAL EXPEND</b>             | <b>\$ 5,404,469</b> | <b>\$ 5,287,260</b>     | <b>\$ 5,420,045</b>            | <b>\$ 6,282,668</b>  | <b>\$ 6,282,668</b>  | <b>995,408</b>                     |
| Less: Revenue                   | \$ 2,369,563        | \$ 2,907,201            | \$ 2,932,511                   | \$ 3,345,985         | \$ 3,345,985         | 438,788                            |
| <b>NET COUNTY COST</b>          | <b>\$ 3,034,906</b> | <b>\$ 2,380,059</b>     | <b>\$ 2,487,534</b>            | <b>\$ 2,936,679</b>  | <b>\$ 2,936,679</b>  | <b>556,620</b>                     |

The Debt Service budget provides for the interest and issuance costs associated with the General Fund's Annual Tax and Revenue Anticipation Notes (TRANS), and the principal and interest payments for the 1983, 1987, 1991, 1995, 1996 and 2001 Series B Certificate of Participation issues and the principal and interest on the funds that the Health Services Agency has borrowed from the California Health Facilities Financing Authority.

The recommended budget for 2002-03 provides for an increase in Net County Cost of \$556,620 as result of the additional debt service associated with 2001 Series B Certificates of Participation Issue. 2001 Series B was authorized by the Board of Supervisors in June 2001 as part of final budget hearings and was sold in September 2001.

The General Fund share of 2001 Series B financed the repair of 1400 Emeline, the proposed acquisition of 303 Water Street and equipment acquisitions for the Agricultural Commission/Sealer of Weights and Measures and the County Counsel's Office. The acquisition 303 Water was not concluded and these funds are now part of financing for repair of 1400 Emeline Street. 2001 Series B also provide financing new and replacement equipment for the Department of Public Works.

**TRANS**

Through the office of the Auditor-Controller the County issues Tax and Revenue Anticipation Notes (TRANS) pursuant to authority of the California Government Code. The interest charge and consulting fees for TRANS are included in this budget and are a General Fund obligation.

**CERTIFICATES OF PARTICIPATION/ SERIES C BONDS/and CHFFA**

The recommended budget provides for all Certificates of Participation Issue payments and Bond payments for the County's remaining CHFFA loans. Table I shows current CHFFA payments.

Table II shows the scheduled payment by year through the term of the Certificate Issues and the distribution of the payment amount among the various County funds and districts which participated in and benefitted from the equipment and facilities purchased with the proceeds of the various Issues.

Table I  
California Health Facilities Financing Authority -  
Series B (County Program) Revenue Bonds

| Item                             | 2001-02<br>Allow. | 2001-02<br>Est/Act. | 2002-03<br>Request | 2002-03<br>Recom. | Recom.<br>Change |
|----------------------------------|-------------------|---------------------|--------------------|-------------------|------------------|
| Principal/Interest               | \$205,176         | \$205,176           | \$205,176          | \$205,176         | \$0              |
| Contribution from<br>Other Funds | 115,100           | 115,100             | 115,100            | 115,100           | 0                |
| <b>Total</b>                     | <b>\$90,076</b>   | <b>\$90,076</b>     | <b>\$90,076</b>    | <b>\$90,076</b>   | <b>\$0</b>       |

**Table 2 - Payment by Source**

| ISSUE                                  | 2001102            | 2002/03            | 2003104            | 2004105            | 2005106            |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>FUNDS REQUIRED</b>                  |                    |                    |                    |                    |                    |
| 1983 Construction Refinance            | \$0                | \$0                | \$0                | \$0                | \$0                |
| 1983 Equipment Refinance               | 0                  | 0                  | 0                  | 0                  | 0                  |
| 1987 New Acquisitions                  | 693,319            | 688,954            | 690,936            | 688,401            | 688,089            |
| 1995A Refunding                        | 1,764,581          | 1,724,135          | 1,723,570          | 1,725,297          | 1,380,491          |
| 1995A Unallocated (Const. Fd-Int Earn) | 53,385             | 50,066             | 51,421             | 52,446             | 53,139             |
| 19958 Flood Control                    | 425,110            | 423,778            | 426,508            | 428,075            | 428,503            |
| 1996 Refunding Certificates            | 1,695,690          | 1,695,893          | 1,709,413          | 1,696,433          | 1,697,130          |
| 2001 Series B Certificates             | 132,785            | 1,044,666          | 1,135,435          | 1,133,324          | 1,134,154          |
| <b>Total Funds Required</b>            | <b>\$4,764,869</b> | <b>\$5,627,492</b> | <b>\$5,737,283</b> | <b>\$5,723,976</b> | <b>\$5,381,505</b> |

|                                   |                    |                    |                    |                    |                    |
|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>DISTRIBUTION BY FUNDS</b>      |                    |                    |                    |                    |                    |
| General                           |                    |                    |                    |                    |                    |
| - Various                         | \$0                | \$0                | \$0                | \$0                | \$0                |
| - HSNHRA Building                 |                    |                    |                    |                    |                    |
| .. From General Fund              | 1,626,858          | 1,726,388          | 1,739,237          | 1,725,588          | 1,725,616          |
| .. From CHFFA Settlement Reserve  | 100,000            |                    |                    |                    |                    |
| .. Repair Project                 | 103,927            | 521,176            | 507,591            | 508,688            | 509,289            |
| General Fund Equipment            | 3,547              | 35,675             | 38,796             | 38,694             | 33,582             |
| New Projects                      | 53,385             | 50,066             | 51,421             | 52,446             | 53,139             |
| Museum of Art and History         |                    |                    |                    |                    |                    |
| Gammel Property                   | 59,740             | 63,297             | 61,952             | 60,614             | 63,841             |
| <b>Total General Fund</b>         | <b>\$1,947,458</b> | <b>\$2,396,603</b> | <b>\$2,398,998</b> | <b>\$2,386,030</b> | <b>\$2,385,466</b> |
| DPW - Equipment (2001)            | 25,310             | 487,815            | 589,048            | 585,942            | 591,283            |
| DPW - Refuse Module 3             | 265,752            | 282,144            | 283,080            | 282,754            | 86,166             |
| CSA # 11                          | 76,211             | 55,022             | 50,674             | 49,490             | 48,312             |
| Parks (Pool of Dreams)            | 111,166            | 111,165            | 111,166            | 111,166            | 111,165            |
| CSA-9-Zone C                      | 353,757            | 358,777            | 361,557            | 357,091            | 365,902            |
| Parks-Quail Hollow                | 75,473             | 71,168             | 66,828             | 71,984             | 66,857             |
| Parks-Polo Grounds                | 264,089            | 259,009            | 262,551            | 259,326            | 255,330            |
| La Selva Library                  | 6,319              | 6,203              | 6,609              | 6,457              | 6,306              |
| Museum of Art and History         | 171,636            | 168,274            | 169,475            | 170,357            | 170,904            |
| Front Street                      | 122,555            | 120,201            | 122,411            | 124,293            | 121,288            |
| Homeless Day Center               | 62,684             | 61,340             | 59,996             | 58,658             | 61,879             |
| County Fire                       | 223,341            | 225,021            | 221,165            | 221,229            | 62,755             |
| Fire Truck                        | 15,536             | 15,536             | 15,536             | 15,536             | 15,536             |
| Transportation Comm (SAFE)        | 38,060             | 1,338              | 0                  | 0                  | 0                  |
| Medium Security Facility          | 123,683            | 123,864            | 123,871            | 123,719            | 123,395            |
| Sheriff Office                    | 26,844             | 26,883             | 26,886             | 26,852             | 26,783             |
| Juvenile Court Project            | 92,495             | 92,630             | 92,636             | 92,522             | 92,281             |
| Flood Control                     | 425,110            | 423,778            | 426,508            | 428,075            | 428,503            |
| RDA (Pool of Dreams)              | 337,391            | 340,722            | 348,288            | 352,494            | 361,393            |
| <b>Total Distribution by Fund</b> | <b>\$4,764,869</b> | <b>\$5,627,492</b> | <b>\$5,737,283</b> | <b>\$5,723,976</b> | <b>\$5,381,505</b> |

Table 2 - Payment by Source

| ISSUE                                  | 2006107            | 2007108            | 2008/09            | 2009110            | 2010111            | 2011112            |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>FUNDS REQUIRED</b>                  |                    |                    |                    |                    |                    |                    |
| 1983 Construction Refinance            | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                |
| 1983 Equipment Refinance               | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| 1987 New Acquisitions                  | 681,891            | 681,860            | 0                  | 0                  | 0                  | 0                  |
| 1995A Refunding                        | 870,220            | 875,739            | 875,805            | 869,799            | 871,392            | 875,280            |
| 1995A Unallocated (Const. Fd-Int Earn) | 55,748             | 47,520             | 42,988             | 52,735             | 52,780             | 53,516             |
| 1995B Flood Control                    | 427,749            | 425,705            | 427,255            | 422,270            | 425,455            | 406,952            |
| 1996 Refunding Certificates            | 1,696,118          | 1,697,928          | 1,697,678          | 1,700,475          | 1,695,791          | 1,708,333          |
| 2001 Series B Certificates             | 1,133,334          | 889,078            | 886,439            | 523,676            | 521,334            | 523,456            |
| <b>Total Funds Required</b>            | <b>\$4,865,058</b> | <b>\$4,617,829</b> | <b>\$3,930,163</b> | <b>\$3,568,956</b> | <b>\$3,566,752</b> | <b>\$3,567,537</b> |
| <b>DISTRIBUTION BY FUNDS</b>           |                    |                    |                    |                    |                    |                    |
| General                                |                    |                    |                    |                    |                    |                    |
| - Various                              | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                |
| - HSNHRA Building                      |                    |                    |                    |                    |                    |                    |
| .. From General Fund                   | 1,723,941          | 1,729,511          | 1,728,260          | 1,730,056          | 1,724,371          | 1,735,919          |
| .. From CHFFA Settlement Reserve       |                    |                    |                    |                    |                    |                    |
| .. Repair Project                      | 504,571            | 504,393            | 508,538            | 507,066            | 505,086            | 507,584            |
| General Fund Equipment                 | 38,412             | 38,091             | 37,400             | 16,610             | 16,248             | 15,873             |
| New Projects                           | 55,748             | 47,520             | 42,988             | 52,735             | 52,780             | 53,516             |
| Museum of Art and History              |                    |                    |                    |                    |                    |                    |
| Gammel Property                        | 62,184             | 65,104             | 63,101             | 61,098             | 63,644             | 61,326             |
| <b>Total General Fund</b>              | <b>\$2,384,855</b> | <b>\$2,384,618</b> | <b>\$2,380,286</b> | <b>\$2,367,565</b> | <b>\$2,362,129</b> | <b>\$2,374,217</b> |
| DPW - Equipment (2001)                 | 590,351            | 346,594            | 340,501            | 0                  | 0                  | 0                  |
| DPW - Refuse Module 3                  | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| CSA # 11                               | 47,169             | 50,090             | 48,611             | 51,164             | 49,390             | 47,630             |
| Parks (Pool of Dreams)                 | 111,166            | 111,200            | 111,199            | 111,199            | 111,199            | 111,200            |
| CSA-9-Zone C                           | 356,589            | 360,346            | 0                  | 0                  | 0                  | 0                  |
| Parks-Quail Hollow                     | 71,121             | 69,843             | 0                  | 0                  | 0                  | 0                  |
| Parks-Polo Grounds                     | 254,181            | 251,671            | 0                  | 0                  | 0                  | 0                  |
| La Selva Library                       | 6,155              | 6,555              | 6,365              | 6,694              | 6,465              | 6,237              |
| Museum of Art and History              | 171,157            | 171,071            | 170,616            | 169,826            | 168,699            | 167,290            |
| Front Street                           | 122,866            | 119,559            | 120,773            | 121,651            | 122,194            | 122,440            |
| Homeless Day Center                    | 60,222             | 58,586             | 61,471             | 59,466             | 62,013             | 59,695             |
| County Fire                            | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| Fire Truck                             | 15,536             | 0                  | 0                  | 0                  | 0                  | 0                  |
| Transportation Comm (SAFE)             | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| Medium Security Facility               | 125,169            | 133,326            | 133,884            | 131,844            | 131,908            | 138,359            |
| Sheriff Office                         | 27,166             | 28,954             | 29,074             | 28,633             | 28,648             | 30,041             |
| Juvenile Court Project                 | 93,607             | 99,711             | 100,129            | 98,644             | 98,652             | 103,476            |
| Flood Control                          | 427,749            | 425,705            | 427,255            | 422,270            | 425,455            | 406,952            |
| RDA (Pool of Dreams)                   | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| <b>Total Distribution by Fund</b>      | <b>\$4,865,058</b> | <b>\$4,617,829</b> | <b>\$3,930,163</b> | <b>\$3,568,956</b> | <b>\$3,566,752</b> | <b>\$3,567,537</b> |

Table 2 • Payment by Source

| ISSUE                                  | 2012/13            | 2013/14            | 2014/15            | 2015/16            | 2016/17            | 2017/18            |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>FUNDS REQUIRED</b>                  |                    |                    |                    |                    |                    |                    |
| 1983 Construction Refinance            | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                |
| 1983 Equipment Refinance               | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| 1987 New Acquisitions                  | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| 1995A Refunding                        | 890,246            | 897,447            | 893,228            | 895,068            | 895,517            | 899,887            |
| 1995A Unallocated (Const. Fd-Int Earn) | 31,251             | 39,400             | 46,495             | 59,917             | 61,983             | 72,237             |
| 1995B Flood Control                    | 2,000              | 0                  | 0                  | 0                  | 0                  | 0                  |
| 1996 Refunding Certificates            | 1,698,583          | 1,706,305          | 1,705,650          | 1,702,113          | 1,700,963          | 1,697,063          |
| 2001 Series B Certificates             | 520,026            | 520,966            | 521,331            | 521,161            | 520,321            | 518,791            |
| <b>Total Funds Required</b>            | <b>\$3,142,106</b> | <b>\$3,164,118</b> | <b>\$3,166,704</b> | <b>\$3,178,258</b> | <b>\$3,178,783</b> | <b>\$3,187,978</b> |
| <b>DISTRIBUTION BY FUNDS</b>           |                    |                    |                    |                    |                    |                    |
| General                                |                    |                    |                    |                    |                    |                    |
| – Various                              | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                |
| – HSNHRA Building                      |                    |                    |                    |                    |                    |                    |
| .. From General Fund                   | 1,729,554          | 1,735,953          | 1,733,975          | 1,733,411          | 1,731,601          | 1,725,147          |
| .. From CHFFA Settlement Reserve       |                    |                    |                    |                    |                    |                    |
| .. Repair Project                      | 504,541            | 505,884            | 506,659            | 502,009            | 501,806            | 505,819            |
| General Fund Equipment                 | 15,485             | 15,083             | 14,673             | 19,153             | 18,515             | 12,973             |
| New Projects                           | 31,251             | 39,400             | 46,495             | 59,917             | 61,983             | 72,237             |
| Museum of Art and History              |                    |                    |                    |                    |                    |                    |
| Gammel Property                        | 63,538             | 60,891             | 62,791             | 59,814             | 61,386             | 62,630             |
| Total General Fund                     | \$2,344,369        | \$2,357,210        | \$2,364,592        | \$2,374,302        | \$2,375,291        | \$2,378,805        |
| DPW - Equipment (2001)                 | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| DPW - Refuse Module 3                  | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| CSA # 11                               | 49,884             | 47,832             | 49,809             | 47,464             | 49,152             | 46,517             |
| Parks (Pool of Dreams)                 | 111,200            | 111,199            | 111,200            | 111,200            | 111,199            | 111,199            |
| CSA-9-Zone C                           | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| Parks-Quail Hollow                     | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| Parks-Polo Grounds                     | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| La Selva Library                       | 6,528              | 6,264              | 6,519              | 6,217              | 6,434              | 6,093              |
| Museum of Art and History              | 165,498            | 167,973            | 165,241            | 166,729            | 167,559            | 167,731            |
| Front Street                           | 122,316            | 121,900            | 121,154            | 120,078            | 118,674            | 121,491            |
| Homeless Day Center                    | 61,907             | 59,260             | 61,160             | 58,184             | 59,756             | 60,999             |
| County Fire                            | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| Fire Truck                             | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| Transportation Comm (SAFE)             | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| Medium Security Facility               | 141,685            | 148,853            | 147,009            | 148,940            | 147,956            | 150,210            |
| Sheriff Office                         | 30,759             | 32,307             | 31,499             | 32,647             | 32,113             | 32,600             |
| Juvenile Court Project                 | 105,961            | 111,319            | 108,521            | 112,497            | 110,649            | 112,333            |
| Flood Control                          | 2,000              | 0                  | 0                  | 0                  | 0                  | 0                  |
| RDA (Pool of Dreams)                   | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| <b>Total Distribution by Fund</b>      | <b>\$3,142,106</b> | <b>\$3,164,118</b> | <b>\$3,166,704</b> | <b>\$3,178,258</b> | <b>\$3,178,783</b> | <b>\$3,187,978</b> |

**Table 2 - Payment by Source**

| ISSUE                                  | 2018119            | 2019120            | 2020/21            | 2021122            | 2022/23            | 2023124            |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| <b>FUNDS REQUIRED</b>                  |                    |                    |                    |                    |                    |                    |
| 1983 Construction Refinance            | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                |
| 1983 Equipment Refinance               | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| 1987 New Acquisitions                  | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| 1995A Refunding                        | 901,376            | 872,292            | 137,400            | 0                  | 0                  | 0                  |
| 1995A Unallocated (Const. Fd-Int Earn) | 77,210             | 96,722             | 106,222            | 0                  | 0                  | 0                  |
| 1995B Flood Control                    | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| 1996 Refunding Certificates            | 1,695,275          | 1,689,905          | 1,690,645          | 1,673,165          | 1,672,325          | 1,667,565          |
| 2001 Series B Certificates             | 521,439            | 518,241            | 519,288            | 519,603            | 499,688            | 499,541            |
| <b>Total Funds Required</b>            | <b>\$3,195,300</b> | <b>\$3,177,160</b> | <b>\$2,453,554</b> | <b>\$2,192,768</b> | <b>\$2,172,013</b> | <b>\$2,167,106</b> |

**DISTRIBUTION BY FUNDS**

|                                   |                    |                    |                    |                    |                    |                    |
|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| General                           |                    |                    |                    |                    |                    |                    |
| - Various                         | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                |
| - HSA/HRA Building                |                    |                    |                    |                    |                    |                    |
| .. From General Fund              | 1,726,095          | 1,714,243          | 1,690,845          | 1,673,165          | 1,672,325          | 1,667,565          |
| .. From CHFFA Settlement Reserve  |                    |                    |                    |                    |                    |                    |
| .. Repair Project                 | 504,024            | 501,509            | 503,247            | 504,256            | 499,688            | 499,541            |
| General Fund Equipment            | 17,415             | 16,733             | 16,041             | 15,347             | 0                  | 0                  |
| New Projects                      | 77,210             | 96,722             | 106,222            | 0                  | 0                  | 0                  |
| Museum of Art and History         |                    |                    |                    |                    |                    |                    |
| Gammel Property                   | 63,542             | 57,748             | 123                | 0                  | 0                  | 0                  |
| <b>Total General Fund</b>         | <b>\$2,388,286</b> | <b>\$2,386,954</b> | <b>\$2,316,477</b> | <b>\$2,192,768</b> | <b>\$2,172,013</b> | <b>\$2,167,106</b> |
| DPW - Equipment (2001)            | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| DPW - Refuse Module 3             | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| CSA # 11                          | 47,912             | 49,013             | 3,882              | 0                  | 0                  | 0                  |
| Parks (Pool of Dreams)            | 111,199            | 111,199            | 111,200            | 0                  | 0                  | 0                  |
| CSA-9-Zone C                      | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| Parks-Quail Hollow                | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| Parks-Polo Grounds                | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| La Selva Library                  | 6,273              | 6,415              | 632                | 0                  | 0                  | 0                  |
| Museum of Art and History         | 167,245            | 160,920            | 176,559            | 0                  | 0                  | 0                  |
| Front Street                      | 119,099            | 113,526            | 123                | 0                  | 0                  | 0                  |
| Homeless Day Center               | 57,364             | 54,461             | 123                | 0                  | 0                  | 0                  |
| County Fire                       | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| Fire Truck                        | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| Transportation Corrm (SAFE)       | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| Medium Security Facility          | 151,624            | 149,970            | 10,566             | 0                  | 0                  | 0                  |
| Sheriff Office                    | 32,906             | 32,548             | 2,454              | 0                  | 0                  | 0                  |
| Juvenile Court Project            | 113,391            | 112,154            | 7,975              | 0                  | 0                  | 0                  |
| Flood Control                     | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| RDA (Pool of Dreams)              | 0                  | 0                  | 0                  | 0                  | 0                  | 0                  |
| <b>Total Distribution by Fund</b> | <b>\$3,195,300</b> | <b>\$3,177,160</b> | <b>\$2,629,990</b> | <b>\$2,192,768</b> | <b>\$2,172,013</b> | <b>\$2,167,106</b> |

**Table 2 - Payment by Source**

| ISSUE                                  | 2024125            | 2025126            | 2026127            | 2027128          | 2028129          | 2029130          |
|--|--------------------|--------------------|--------------------|------------------|------------------|------------------|
| <b>FUNDS REQUIRED</b>                  |                    |                    |                    |                  |                  |                  |
| 1983 Construction Refinance            | \$0                | \$0                | \$0                |                  |                  |                  |
| 1983 Equipment Refinance               | 0                  | 0                  | 0                  |                  |                  |                  |
| 1987 New Acquisitions                  | 0                  | 0                  | 0                  |                  |                  |                  |
| 1995A Refunding                        | 0                  | 0                  | 0                  |                  |                  |                  |
| 1995A Unallocated (Const. Fd-Int Earn) | 0                  | 0                  | 0                  |                  |                  |                  |
| 19958 Flood Control                    | 0                  | 0                  | 0                  |                  |                  |                  |
| 1996 Refunding Certificates            | 1,663,384          | 1,654,623          | 1,651,341          |                  |                  |                  |
| 2001 Series B Certificates             | 498,700            | 502,050            | 499,591            | 501,069          | 501,356          | 500,694          |
| <b>Total Funds Required</b>            | <b>\$2,162,084</b> | <b>\$2,156,673</b> | <b>\$2,150,932</b> | <b>\$501,069</b> | <b>\$501,356</b> | <b>\$500,694</b> |

**DISTRIBUTION BY FUNDS**

|                                   |                    |                    |                    |                  |                  |                  |
|-----------------------------------|--------------------|--------------------|--------------------|------------------|------------------|------------------|
| General                           |                    |                    |                    |                  |                  |                  |
| - Various                         | \$0                | \$0                | \$0                |                  |                  |                  |
| - HSNHRA Building                 |                    |                    |                    |                  |                  |                  |
| .. From General Fund              | 1,663,384          | 1,654,623          | 1,651,341          |                  |                  |                  |
| .. From CHFFA Settlement Reserve  |                    |                    |                    |                  |                  |                  |
| .. Repair Project                 | 498,700            | 502,050            | 499,591            | 501,069          | 501,356          | 500,694          |
| General Fund Equipment            | 0                  | 0                  | 0                  | 0                | 0                | 0                |
| New Projects                      | 0                  | 0                  | 0                  |                  |                  |                  |
| Museum of Art and History         |                    |                    |                    |                  |                  |                  |
| Gammel Property                   | 0                  | 0                  | 0                  |                  |                  |                  |
| <b>Total General Fund</b>         | <b>\$2,162,084</b> | <b>\$2,156,673</b> | <b>\$2,150,932</b> | <b>\$501,069</b> | <b>\$501,356</b> | <b>\$500,694</b> |
| DPW - Equipment (2001)            | 0                  | 0                  | 0                  | 0                | 0                | 0                |
| DPW - Refuse Module 3             | 0                  | 0                  | 0                  |                  |                  |                  |
| CSA # 11                          | 0                  | 0                  | 0                  |                  |                  |                  |
| Parks (Pool of Dreams)            | 0                  | 0                  | 0                  |                  |                  |                  |
| CSA-9-Zone C                      | 0                  | 0                  | 0                  |                  |                  |                  |
| Parks-Quail Hollow                | 0                  | 0                  | 0                  |                  |                  |                  |
| Parks-Polo Grounds                | 0                  | 0                  | 0                  |                  |                  |                  |
| La Selva Library                  | 0                  | 0                  | 0                  |                  |                  |                  |
| Museum of Art and History         | 0                  | 0                  | 0                  |                  |                  |                  |
| Front Street                      | 0                  | 0                  | 0                  |                  |                  |                  |
| Homeless Day Center               | 0                  | 0                  | 0                  |                  |                  |                  |
| County Fire                       | 0                  | 0                  | 0                  |                  |                  |                  |
| Fire Truck                        | 0                  | 0                  | 0                  |                  |                  |                  |
| Transportation Comm (SAFE)        | 0                  | 0                  | 0                  |                  |                  |                  |
| Medium Security Facility          | 0                  | 0                  | 0                  |                  |                  |                  |
| Sheriff Office                    | 0                  | 0                  | 0                  |                  |                  |                  |
| Juvenile Court Project            | 0                  | 0                  | 0                  |                  |                  |                  |
| Flood Control                     | 0                  | 0                  | 0                  |                  |                  |                  |
| RDA (Pool of Dreams)              | 0                  | 0                  | 0                  |                  |                  |                  |
| <b>Total Distribution by Fund</b> | <b>\$2,162,084</b> | <b>\$2,156,673</b> | <b>\$2,150,932</b> | <b>\$501,069</b> | <b>\$501,356</b> | <b>\$500,694</b> |

Table 2 - Payment by Source

| ISSUE                                  | 2030/31          | 2031/32          |
|--|------------------|------------------|
| <b>FUNDS REQUIRED</b>                  |                  |                  |
| 1983 Construction Refinance            |                  |                  |
| 1983 Equipment Refinance               |                  |                  |
| 1987 New Acquisitions                  |                  |                  |
| 1995A Refunding                        |                  |                  |
| 1995A Unallocated (Const. Fd-Int Earn) |                  |                  |
| 1995B Flood Control                    |                  |                  |
| 1996 Refunding Certificates            |                  |                  |
| 2001 Series B Certificates             | 499,081          | 496,519          |
| Total Funds Required                   | <u>\$499,081</u> | <u>\$496,519</u> |

**DISTRIBUTION BY FUNDS**

|                                  |                  |                  |
|----------------------------------|------------------|------------------|
| General                          |                  |                  |
| - Various                        |                  |                  |
| - HSNHRA Building                |                  |                  |
| .. From General Fund             |                  |                  |
| .. From CHFFA Settlement Reserve |                  |                  |
| .. Repair Project                | 499,081          | 496,519          |
| General Fund Equipment           | 0                | 0                |
| New Projects                     |                  |                  |
| Museum of Art and History        |                  |                  |
| Gammel Property                  |                  |                  |
| Total General Fund               | <u>\$499,081</u> | <u>\$496,519</u> |
| DPW - Equipment (2001)           | 0                | 0                |
| DPW - Refuse Module 3            |                  |                  |
| CSA # 11                         |                  |                  |
| Parks (Pool of Dreams)           |                  |                  |
| CSA-9-Zone C                     |                  |                  |
| Parks-Quail Hollow               |                  |                  |
| Parks-Polo Grounds               |                  |                  |
| La Selva Library                 |                  |                  |
| Museum of Art and History        |                  |                  |
| Front Street                     |                  |                  |
| Homeless Day Center              |                  |                  |
| County Fire                      |                  |                  |
| Fire Truck                       |                  |                  |
| Transportation Comm (SAFE)       |                  |                  |
| Medium Security Facility         |                  |                  |
| Sheriff Office                   |                  |                  |
| Juvenile Court Project           |                  |                  |
| Flood Control                    |                  |                  |
| RDA (Pool of Dreams)             |                  |                  |
| Total Distribution by Fund       | <u>\$499,081</u> | <u>\$496,519</u> |

**DISTRICT ATTORNEY**  
**KATHRYN CANLIS, District Attorney**  
Unit Number: 27/00/00

Fund: General  
Function: Public Protection  
Activity: Public Protection

Expenditure & Revenue Summary

| Financing Use<br>Classification | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 6,810,118        | \$ 7,837,014            | \$ 7,452,508                   | \$ 8,073,318         | \$ 7,492,151         | \$ (344,863)                       |
| Services & Supplies             | 1,176,245           | 1,328,351               | 1,119,730                      | 1,207,948            | 1,086,192            | (242,159)                          |
| Other Charges                   | 0                   | 0                       | 0                              | 36,986               | 0                    | 0                                  |
| Fixed Assets                    | 63,604              | 24,894                  | 31,400                         | 2,200                | 0                    | (24,894)                           |
| Intra-Fund Charges              | (200,558)           | (93,000)                | (74,600)                       | (64,000)             | (64,000)             | 29,000                             |
| <b>TOTAL EXPEND</b>             | <b>\$ 7,849,409</b> | <b>\$ 9,097,259</b>     | <b>\$ 8,529,038</b>            | <b>\$ 9,256,452</b>  | <b>\$ 8,514,343</b>  | <b>\$ (582,916)</b>                |
| Less: Revenue                   | \$ 4,454,139        | \$ 4,365,177            | \$ 4,237,489                   | \$ 3,984,496         | \$ 3,984,496         | \$ (380,681)                       |
| <b>NET COUNTY COST</b>          | <b>\$ 3,395,270</b> | <b>\$ 4,732,082</b>     | <b>\$ 4,291,549</b>            | <b>\$ 5,271,956</b>  | <b>\$ 4,529,847</b>  | <b>\$ (202,235)</b>                |
| Positions                       | 104.00              | 102.50                  | 102.50                         | 98.50                | 94.00                | (8.50)                             |

The District Attorney's Office is responsible for prosecuting felony and misdemeanor crimes committed in Santa Cruz County as well as traffic infractions, County ordinance violations, and juvenile cases. The District Attorney also advises and conducts investigations for the Grand Jury. The Office conducts investigations in welfare fraud, theft, and embezzlement cases, and conducts follow-up investigations on cases pending trial. In the capacity of Public Administrator, the District Attorney is responsible for the administration of probate estates, including the sale and transfer of real and personal property.

The District Attorney is responsible for overall direction and management of the Department. The District Attorney is assisted by one Chief Deputy-Operations and one Chief Deputy-Administration. The Chief Deputy DA for Operations oversees the Criminal Prosecutions Division, the Public Administrator function, Consumer Affairs, the Anti-drug Enforcement Program and investigative activities. The Chief Deputy for Administration oversees the administrative/fiscal services of the department, the Victim Witness Program, the Bad Check Recovery Program and grant and claims reimbursement administration.

The financial summary shown above displays the expenses, revenues and position counts for the following District Attorney-Public Administrator budget indexes:

| <u>Index<br/>Code</u> | <u>Title</u>                               | <u>Recommended<br/>Net County Cost</u> |
|-----------------------|--|--|
| 272100                | Criminal Prosecutions/Public Administrator | \$5,174,579                            |
| 271220                | Consumer Affairs                           | 150,297                                |
| 271100                | Special Circumstances                      | 0                                      |
| 272300                | DA Grants/Local Match                      | (795,029)                              |
| 271400                | Victim-Witness Assistance Program          | 0                                      |
| 271500                | Bad Check Collection/Defendant Diversion   | 0                                      |
| 271600                | Anti-Drug Enforcement/Asset Forfeiture     | 0                                      |
| Total                 |  | 4,529,847                              |

#### 2002-03 RECOMMENDED BUDGET

The recommended budget for the District Attorney's Office reflects a decrease in expenditures of \$582,916 and a decrease in revenues of \$380,681 for a Net County Cost decrease of \$202,235. The recommended reductions are primarily a result of:

- a reduction in expenses and grant revenue to reflect the loss of the Community Prosecution and Child Abuse Vertical Prosecution (CAVP) grants. The District Attorney has received the CAVP grant for many years and is in the process of appealing the State's denial of grant award for 2002-03. If the appeal is successful, we will provide a recommendation for reinstatement in the Supplemental Budget;
- a reduction in revenues from the Auto Insurance and Workers Compensation Fraud grants. Due to previous underspending in the District Attorneys's office for eligible costs associated with these grant revenues, the General Fund must absorb future costs for these services until such time as previously received revenues have been properly expended for required Program services.
- the alignment of expenses to State grant revenues for the Victim Services Program and the Anti Drug Abuse Programs, and the alignment of expenses to revenues for the Bad Check Recovery Program to ensure full cost recovery for the Program;
- a reduction in reimbursement from the Human Resources Agency for Elder Abuse cases due to budgetary constraints, partially offset by an increase in reimbursement for attorney services for CalWORKS and Food Stamp fraud prosecution;
- a reduction in General Fund support for Criminal Prosecution and the Consumer Affairs Program due to fiscal constraints resulting from the loss of the County's Utility Tax.

The budget also provides for the elimination of the Special Circumstances appropriation for major homicide cases since these expenses have been historically borne by the Criminal Prosecution budget.

The Recommended Budget includes the following:

### SALARIES AND BENEFITS

A decrease of \$344,863 in salaries and benefits which provides for negotiated salary and benefit adjustments for current staff offset by the following:

- the deletion of 1.0 Attorney position previously funded through the Child Abuse Vertical Prosecution grant revenue. This grant has concluded, however, these high priority cases will continue to be handled through the existing attorney resources;
- the deletion of 1.0 Victim Services Representative funded through the General Fund which was added to the Victim Advocates Program in 1999-00 to enhance victim witness services. The elimination of this position will provide for an alignment of Program expenses to grant revenues;
- the deletion of a .5 Paralegal position to align program expenses to grant revenues for the Anti Drug Abuse grant;
- the deletion of a 1.0 Program Coordinator position in the Bad Check Recovery Program. Due to the loss of Albertson's, Walgreens and Nob Hill accounts, it is projected that workload and revenues will decrease. This will provide for the Check Recovery Program to operate on a full cost recovery basis, consistent with the program's original project goals;
- the deletion of 1.0 Consumer Affairs Specialist, the deletion of .5 vacant Paralegal position and the deletion of 1.0 Typist Clerk III in the Consumer Affairs program due to budgetary constraints. This is a non-mandated function;
- the mid-year deletion of 1.0 Chief Inspector position due to a reorganization of the supervision of the investigative unit. Supervision of the Investigators can be provided through direct supervision by the two Supervising Inspector IIIs, and linkage with a functional team, such as the misdemeanor or felony team, which are each headed by a Supervising District Attorney who report to the Chief Deputy District Attorney;
- the deletion of a 1.0 Investigator Assistant position; and a 1.0 Departmental Administrative Analyst position due to budgetary constraints;
- the deletion of 3.0 Legal Secretary II positions offset by the addition of 3.0 Clerk III positions to provide required clerical support, and;
- a reduction of overtime appropriations which will require the Department to efficiently manage their workload.

In addition, the budget provides for the three month limited term funding of (1.0) Inspector position previously funded through the Auto and Workers Compensation Insurance Fraud revenues. This limited term funding will provide for the investigative support needed through the conclusion of a

Special Circumstances case which is currently underway. Upon completion of the case, the position will be vacated and will remain unfunded until such time as these grant revenues are available for reinstating financial support for the position.

### SERVICES AND SUPPLIES

A decrease of \$242,159 in services and supplies is recommended primarily as a result of:

- the elimination of the Special Circumstance appropriation (\$90,000);
- a reduction in travel expenses, including out of area travel and training expenses (\$37,000). The District Attorney will conduct more training with local resources;
- the reduction of one time costs for consulting services (\$15,000) and the elimination of contract services associated with the Community Prosecution grant (\$45,000);
- the elimination of various expenses associated with the loss of grant funds, and the elimination of overhead expenses for these grants;
- the reduction of various services and supplies accounts for maintenance of equipment, service center charges, and general supplies, partially offset by increases for replacement of computers through the ISD replacement program that were originally purchased through grant funds.

### COST APPLIED

A net decrease of \$29,000 in Cost Applied reflects the elimination of the Elder Abuse reimbursement (\$50,000) from the Human Resources Agency; an increase in reimbursement (\$7,000) for attorney services provided to the Human Resources Agency for CalWORKS and Food Stamp fraud prosecution and an increase in discovery charges (\$15,000).

### REVENUES

A recommended revenue decrease of \$380,681 is the result of the following:

- a reduction in state grants due to the loss of the Community Prosecution (\$74,000) and Child Abuse Vertical Prosecution grants (\$150,000);
- a reduction in revenue from the State Auto Insurance and Workers Compensation Insurance fraud grants to account for prior year unearned revenue (\$102,000).
- a reduction in reimbursement for State mandated costs due to the receipt of prior year claims in 2001-02 (\$67,000);
- a reduction in Check Recovery revenue from the loss of Nob Hill, Albertson's and Walgreens accounts (\$50,000);
- an increase in Victim Witness revenues to reflect a mid-year change in the grant awards (\$52,000);

- an increase in Consumer Fraud revenues based on the anticipated settlement of consumer affairs cases (\$50,000);
- an increase in Vehicle Registration fees to provide for full reimbursement of staff and related program expenses (\$21,000).

The following chart displays the District Attorney grant revenues, local match requirements, and the number of personnel assigned to the various grant programs in the recommended 2002-03 budget:

| Index Code        | Grant Program                | Local Match   | Fed/State        | Total Grant      | FTE          |
|-------------------|------------------------------|---------------|------------------|------------------|--------------|
| 271220            | Auto Insurance Fraud         | 0             | 15,000           | 15,000           | 0.25         |
| 271220            | Workers Comp Ins Fraud       | 0             | 35,000           | 35,000           | 0.45         |
|                   | <b>Total</b>                 | <b>0</b>      | <b>50,000</b>    | <b>50,000</b>    | <b>0.70</b>  |
| 271400            | Victim Witness SBOC          | 0             | 236,197          | 236,197          | 4.45         |
| 271400            | Victim Witness OCJP          | 0             | 246,112          | 246,112          | 4.55         |
|                   | <b>Total</b>                 | <b>0</b>      | <b>482,309</b>   | <b>482,309</b>   | <b>9.00</b>  |
| <del>271600</del> | Anti Drug Abuse              | 0             | 253,516          | 253,516          | 2.30         |
| <del>271600</del> | Marijuana Suppression        | 0             | 49,748           | 49,748           | 0.50         |
|                   | <b>Total</b>                 | <b>0</b>      | <b>303,264</b>   | <b>303,264</b>   | <b>2.80</b>  |
| 2721 00           | Child Abuse Vert. Pros.      | 0             | 0                | 0                | 0.00         |
| 272100            | Supp Law Enforce. Svcs. Fund | 0             | 104,233          | 104,233          | 1.50         |
| 2721 00           | Spousal Abuser Pros. Prog.   | 8,400         | 42,000           | 50,400           | 0.45         |
| 2721 00           | Violence Against Women       | 34,604        | 103,812          | 138,416          | 1.75         |
|                   | <b>Total</b>                 | <b>43,004</b> | <b>250,045</b>   | <b>293,049</b>   | <b>3.70</b>  |
|                   | <b>Total DA Budget Unit</b>  | <b>43,004</b> | <b>1,085,618</b> | <b>1,128,622</b> | <b>16.20</b> |

## CRIMINAL PROSECUTION/PUBLIC ADMINISTRATOR - Index Code 272100

The Criminal Prosecution Division is the largest division in the Department and is responsible for prosecuting adults and juveniles who commit criminal violations of state laws and county ordinances. The division advises local law enforcement agencies on criminal law and procedure, reviews, investigates and prosecutes criminal and selected civil cases, evaluates candidates for pre-trial diversion and post-adjudication programs, investigates allegations of police misconduct, petitions the courts in probation violations and competency cases and provides support to the Grand Jury.

| WORKLOAD INDICATORS              | Actual 1997-98 | Actual 1998-99 | Actual 1999-00 | Actual 2000-01 | Est/Act 2001-02 | % Chg 97-98 to 01-02 |
|----------------------------------|----------------|----------------|----------------|----------------|-----------------|----------------------|
| Felony Filings                   | 2,539          | 2,250          | 2,077          | 2,074          | 2,212           | -12.88%              |
| Misdem. Filings, Including DUI's | 8,655          | 7,998          | 7,459          | 6,657          | 6,682           | -22.80%              |
| Juvenile Filings                 | 672            | 432            | 672            | 960            | 880             | 30.95%               |

Source: FY 2001-02 Proposed Budget and FY 2002-03 DA Budget Request

## STAFFING - CRIMINAL PROSECUTIONS/PUBLIC ADMINISTRATOR

| POSITION                           | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm | Recomm. Change |
|------------------------------------|--------------|-----------------|-----------------|---------------|-----------------|----------------|----------------|
| Clerk III                          | BA8          | 1.00            | 0.00            | 1.00          | 4.00            | 4.00           | 3.00           |
| Legal Secretary I/II               | BH3          | 18.00           | 0.00            | 18.00         | 15.00           | 15.00          | (3.00)         |
| Senior Legal Secretary             | BH5          | 3.00            | 0.00            | 3.00          | 3.00            | 3.00           | 0.00           |
| Sr Receptionist                    | BU7          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| Dep. Public Administrator          | DH7          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| Attorney I/IV-DA (1.0 unfunded)    | JD8          | 28.00           | 0.00            | 28.00         | 28.00           | 27.00          | (1.00)         |
| Paralegal                          | JC2          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| Chief Deputy District Atty. - Ops. | JH7          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| Chief Deputy District Atty. - Adm. | UX3          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| District Attorney                  | JH9          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| Investigator Assistant             | NV6          | 2.00            | 0.00            | 2.00          | 2.00            | 1.00           | (1.00)         |
| DA Inspector I/II                  | RH7          | 13.00           | 0.00            | 13.00         | 13.00           | 13.00          | 0.00           |
| DA Inspector Supervisor            | RH9          | 2.00            | 0.00            | 2.00          | 2.00            | 2.00           | 0.00           |
| Chief DA Inspector                 | RH8          | 1.00            | 0.00            | 1.00          | 1.00            | 0.50           | (0.50)         |
| Administrative Aide                | UR1          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| Admn. Services Officer II          | uw5          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| Senior Account Clerk               | CH5          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| Departmental Admn. Analyst         | US3          | 1.00            | 0.00            | 1.00          | 1.00            | 0.00           | (1.00)         |
| Dept'l. Sys. Info. Analyst         | XC5          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| Sr. Accounting Tech                | CH8          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| <b>TOTAL</b>                       |              | <b>80.00</b>    | <b>0.00</b>     | <b>80.00</b>  | <b>80.00</b>    | <b>76.50</b>   | <b>(3.50)</b>  |

## Fixed Assets

No fixed assets are recommended for Criminal Prosecution.

## CONSUMER AFFAIRS - Index Code 271220

The Consumer Affairs staff of the District Attorney's Office receives, evaluates and investigates consumer inquiries and complaints. Consumer fraud prosecution often includes final judgments where restitution is made to consumers to help remedy the effect of unfair business practices. Programs for consumer education and advocacy, counseling and complaint adjudication are important components of the Consumer Affairs Program. A mediation/arbitration program using community volunteers is also operated by this office. The Consumer Affairs Division represents consumer interests before local, state and federal legislative bodies and local private boards.

The staffing for this division includes the environmental Attorney position which is responsible for prosecuting cases involving damage to the environment and the consumer protection Attorney position which is responsible for consumer fraud cases as well as landlord tenant problems.

Workload indicators for Consumer Affairs are summarized below.

| <b>WORKLOAD INDICATOR</b> | <b>1997198</b> | <b>1998199</b> | <b>1999100</b> | <b>2000101</b> | <b>2001102 EstlAct</b> | <b>2002103 Projected</b> |
|---------------------------|----------------|----------------|----------------|----------------|------------------------|--------------------------|
| Number calls received     | 18,267         | 18,406         | 19,189         | 13,000         | 9,300                  | 10,000                   |
| Consumer Fraud Filings    | 22             | 30             | 20             | 25             | <b>25</b>              | 25                       |
| Number written complaints | 194            | 256            | 239            | 206            | 236                    | 250                      |
| Cons. Fraud Penalties     | \$263,212      | \$127,137      | \$238,410      | \$138,900      | \$197,667              | \$250,000                |
| Consumer Refunds          | \$31,775       | \$18,844       | \$36,474       | \$41,355       | \$47,064               | \$30,000                 |

Consumer fraud fines and penalty revenues are a significant and variable source of revenue for the Consumer Affairs Division. A six-year summary of consumer fraud penalty revenues is presented above in the workload indicator table.

### STAFFING-CONSUMERAFFAIRS

| <b>POSITION</b>          | <b>Salary Range</b> | <b>2001-02 Allowed</b> | <b>Mid Year Change</b> | <b>2001-02 Total</b> | <b>2002-03 Request</b> | <b>2002-03 Recomm</b> | <b>Recomm. Change</b> |
|--------------------------|---------------------|------------------------|------------------------|----------------------|------------------------|-----------------------|-----------------------|
| Attorney IV-DA           | JD8                 | 2.00                   | 0.00                   | 2.00                 | 2.00                   | 2.00                  | 0.00                  |
| Cons. Affairs Specialist | TA6                 | 2.00                   | (1.00)                 | 1.00                 | 0.00                   | 0.00                  | (2.00)                |
| Program Coordinator      | UU3                 | 0.00                   | 1.00                   | 1.00                 | 1.00                   | 1.00                  | 1.00                  |
| Paralegal                | JC2                 | 1.50                   | 0.00                   | 1.50                 | 1.00                   | 1.00                  | (0.50)                |
| Typist Clerk III         | BC&                 | 1.00                   | 0.00                   | 1.00                 | 0.00                   | 0.00                  | (1.00)                |
| <b>TOTAL</b>             |                     | <b>6.50</b>            | <b>0.00</b>            | <b>6.50</b>          | <b>4.00</b>            | <b>4.00</b>           | <b>(2.50)</b>         |

The recommended change in authorized positions is a result of the loss of Measure L funds.

### Fixed Assets

No fixed assets are recommended for Consumer Affairs.

#### VICTIM-WITNESS ASSISTANCE PROGRAM - Index Code 271400

The Victim/Witness Assistance Program offers financial, emotional, social and informational assistance to victims and witnesses of crime. These services are provided by department personnel and trained community volunteers. Costs of the program are supported by revenues from the State Office of Criminal Justice Planning (OCJP) for the Advocate Program and State Board of Control for the claims reimbursement program.

#### STAFFING - VICTIM/WITNESS

| POSITION                  | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm | Recomm. Change |
|---------------------------|--------------|-----------------|-----------------|---------------|-----------------|----------------|----------------|
| Victim Services Rep.      | BY4          | 7.00            | 0.00            | 7.00          | 7.00            | 6.00           | (1.00)         |
| Clerk 1/11                | BA6          | 2.00            | 0.00            | 2.00          | 2.00            | 2.00           | 0.00           |
| Vic/Wit. Asst. Prog. Mgr. | uu2          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| <b>TOTAL</b>              |              | 10.00           | 0.00            | 10.00         | 10.00           | 9.00           | (1.00)         |

The budget reflects the elimination of a vacant 1.0 Victim Services Representative to align Program expenses to grant revenues.

#### BAD CHECK RECOVERY/DEFENDANT DIVERSION PROGRAM - Index Code 271500

The Bad Check Recovery/Defendant Diversion Program allows individuals to be diverted from prosecution on a bad check (non-sufficient fund) charge if the individual complies with all program requirements. The Program is again expected to generate revenues sufficient to pay for all costs and operate with no Net County Cost.

#### STAFFING - BAD CHECK RECOVERY/DEFENDANT DIVERSION

| POSITION               | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm | Recomm. Change |
|------------------------|--------------|-----------------|-----------------|---------------|-----------------|----------------|----------------|
| Investigator Assistant | NV6          | 1.50            | 0.00            | 1.50          | 1.50            | 1.50           | 0.00           |
| Program Coordinator    | UU3          | 1.00            | 0.00            | 1.00          | 0.00            | 0.00           | (1.00)         |
| <b>TOTAL</b>           |              | 2.50            | 0.00            | 2.50          | 1.50            | 1.50           | (1.00)         |

The budget reflects the elimination of a vacant 1.0 Program Coordinator as a result of the loss of revenues and resulting workload from Nob Hill, Albertson's and Walgreens accounts. These companies will be handling their accounts internally.

#### ANTI-DRUG ENFORCEMENT/ASSET FORFEITURE PROGRAM - Index Code 271600

The Anti-Drug Enforcement/Asset Forfeiture Program is operated in conjunction with the Santa Cruz County Narcotics Enforcement Team (SCCNET). This index houses positions that conduct investigations and initiate asset forfeiture proceedings involving criminal drug trafficking in Santa Cruz County. This program is funded with a grant from the State Office of Criminal Justice Planning (OCJP).

#### STAFFING - ANTI-DRUG ABUSE

| POSITION        | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm | Recomm. Change |
|-----------------|--------------|-----------------|-----------------|---------------|-----------------|----------------|----------------|
| Attorney IV-DA  | JD8          | 2.00            | 0.00            | 2.00          | 2.00            | 2.00           | 0.00           |
| Paralegal       | JC2          | 0.50            | 0.00            | 0.50          | 0.00            | 0.00           | (0.50)         |
| DA Inspector II | RH7          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| TOTAL           |              | 3.50            | 0.00            | 3.50          | 3.00            | 3.00           | (0.50)         |

The budget reflects the loss of a (.5) paralegal position to align program expenses to grant revenues.

#### SPECIAL CIRCUMSTANCES - INDEX CODE 271100

The District Attorney is responsible for prosecution of death penalty/life without the possibility of parole cases in Santa Cruz County. Felony homicide cases which are filed with special circumstances may result in extraordinary costs. This budget index provided funding for these extraordinary cases to centralize the accounting for these costs. There are no positions associated with this index.

The proposed budget recommends the elimination of this appropriation since these expenses have been historically borne by the criminal prosecution budget. When required, tracking of these extraordinary costs can be done through the County's centralized accounting system using a user code designation.

#### DISTRICT ATTORNEY: GRANTS - INDEX CODE 272300

The District Attorney has established this index code to account for expenditures and revenues related to the Department's various grants. All the revenues, expenditures and fixed assets for the Supplemental Law Enforcement Services Fund grant, Spousal Abuser Vertical Prosecution grant, the Statutory Rape Vertical Prosecution grant and the Violence Against Women Vertical Prosecution grant are budgeted in this index code. In addition, the state mandated reimbursement revenue and positions added as a result of the mandate and vehicle theft revenue and expenses will be included in this index code.

In order to align the grant expenses, revenues, and staffing, all grant associated positions will be transferred to this index code in the Supplemental Budget.

#### Fixed Assets

No fixed assets are recommended for this index code.



**GENERAL COUNTY REVENUES****Susan A. Mauriello, County Administrative Officer**

Unit Number: 131220

Fund: General

Function: General Government

Activity: Finance

| Financing Use<br>Classification | Actual<br>2000-01      | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03   | Recommend<br>2002-03   | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|------------------------|-------------------------|--------------------------------|------------------------|------------------------|------------------------------------|
| Other Charges                   | 88,676                 | 302,223                 | 301,134                        | 80,695                 | 80,695                 | (221,528)                          |
| Intra-Fund Charges              | (423,902)              | (373,924)               | (373,924)                      | (373,924)              | (373,924)              | 0                                  |
| <b>TOTAL EXPEND</b>             | <b>\$ (335,226)</b>    | <b>\$ (71,701)</b>      | <b>\$ (72,790)</b>             | <b>\$ (293,229)</b>    | <b>\$ (293,229)</b>    | <b>\$ (221,528)</b>                |
| Less: Revenue                   | \$ 83,317,311          | \$ 75,064,407           | \$ 76,279,062                  | \$ 71,019,607          | \$ 71,019,607          | \$ (4,044,800)                     |
| <b>NET COUNTY COST</b>          | <b>\$ (83,652,537)</b> | <b>\$ (75,136,108)</b>  | <b>\$ (76,351,852)</b>         | <b>\$ (71,312,836)</b> | <b>\$ (71,312,836)</b> | <b>\$ 3,823,272</b>                |

General County Revenues are revenues which are not related to the revenue generating activities of any County Department. They are derived largely from shared programs with the State of California and include the County's share of allocated property taxes (secured property taxes, unsecured property taxes, and reimbursements for the homeowners exemption), vehicle license fee revenues, and the County's share of supplemental property tax collections.

General County revenues include franchise fees, interest earnings, certain overhead reimbursements, and the proceeds of certain taxes which the State has authorized the County to levy in the unincorporated area of the County including the Transient Occupancy Tax and through April 19, 2002 a County Utility Users Tax. General County Revenues are the core revenues of the County Budget from which the County pays its state mandated share of cost for health and welfare programs, the justice system, and the operation of the property tax system.

The recommended expenditures in this index represent contributions to special districts which previously received an allocation from the Special District Augmentation Fund or the Supplemental Allocation Fund.

**Recommended Expenditures**

The recommended expenditures of \$80,695 in Budget Index 131220 provide for contributions to autonomous special districts and one Board governed special district. The recommended amounts for 2002-03 are based on allocations which the districts previously received from the Special District Augmentation Fund and the Supplemental Allocation Fund. Both of these funds were terminated by the State. The recommended amount represents a 12.5% reduction from 2001-02.

| Item                                   | Recommended<br>Amount |
|--|-----------------------|
| County Service Area No. 11             | \$ 13,336             |
| Redwood Resource Conservation District | 36,128                |
| Santa Cruz County Port District        | 31,231                |
| <b>Total</b>                           | <b>\$ 80,695</b>      |

■ **County Service Area No. 11**

County Service Area No. 11 is a significant financing element in the financing of parks and recreation service in the unincorporated area. The recommended allocation replaces an allocation from the Special District Augmentation Fund.

■ **Redwood Resource Conservation District**

The recommended amount helps the District address the financial problems created by the withdrawal of the Federal Government from its long partnership with the District as result of budget reductions at the USDA Natural Resources Conservation Service (formerly the Soil Conservation Service). The District's primary role is to promote conservation activities through workshops and classes, direct technical assistance, group planning, publications, special training sessions, public information and education programs, and participate in local, regional, and state natural resource conservation activities. Most of its services are delivered free of charge and through the volunteer efforts of its directors and other supporters. The District was a recipient of funds from the Special District Augmentation Fund.

■ **Santa Cruz County Port District**

The recommended amount provides the District with assistance with ocean rescue service. The district was a recipient of funds from the Supplemental Allocation Fund.

**Recommended Revenues**

The recommended revenues for 2002-03 represent a decrease of (\$4,044,800). The decrease is the result of the loss of the County Utility Tax partially offset by growth in the allocated property tax revenues, vehicle license fee revenues allocated and reimbursements for general county overhead costs allocated to third parties.

**GENERAL SERVICES**  
**Bob Watson, Director**  
Unit Numbers: 33/00/00

Fund: General  
Function: General Government  
Activity: Internal Support

| Financing Use<br>Classification | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 2,580,505        | \$ 3,116,045            | \$ 3,066,875                   | \$ 2,852,136         | \$ 2,852,136         | (263,911)                          |
| Services & Supplies             | 2,769,216           | 3,572,671               | 3,521,911                      | 3,628,154            | 3,628,154            | 55,483                             |
| Other Charges                   | 54,551              | 28,379                  | 28,380                         | 28,662               | 28,662               | 283                                |
| Fixed Assets                    | 5,175               | 20,481                  | 15,819                         | 0                    | 0                    | (20,481)                           |
| Intra-Fund Charges              | <u>(2,582,654)</u>  | <u>(2,986,531)</u>      | <u>(3,014,269)</u>             | <u>(3,125,369)</u>   | <u>(3,125,369)</u>   | <u>(138,838)</u>                   |
| <b>TOTAL EXPEND</b>             | <b>\$ 2,826,796</b> | <b>\$ 3,751,045</b>     | <b>\$ 3,618,715</b>            | <b>\$ 3,383,585</b>  | <b>\$ 3,383,585</b>  | <b>(367,464)</b>                   |
| Less: Revenue                   | <u>\$ 676,244</u>   | <u>\$ 811,437</u>       | <u>\$ 788,830</u>              | <u>\$ 715,924</u>    | <u>\$ 715,924</u>    | <u>(95,513)</u>                    |
| <b>NET COUNTY COST</b>          | <b>\$ 2,150,552</b> | <b>\$ 2,939,610</b>     | <b>\$ 2,829,885</b>            | <b>\$ 2,667,661</b>  | <b>\$ 2,667,661</b>  | <b>(271,951)</b>                   |
| Positions                       |                     | 51.00                   | 51.00                          | 50.00                | 50.00                | (1.00)                             |

The General Services Department includes the Administration Division, including the County's purchasing function, and three operational divisions: Facilities, Fleet Operations and Technical Communications Services (Radio Shop). In addition to these functions, the General Services Department also provides management oversight of the County Office of Emergency Services including the County Fire Department contract for services.

The General Services Department provides central support services to all other County departments. General Services continues to expand its technical support role in the management of County programs and activities affecting other departments, particularly with regard to critical emergent issues such as the statewide utility crisis, compliance with the Living Wage ordinance, mold remediation at 1400 Emeline, design, procurement and implementation of the mobile data computer project for the Sheriff's Office and upcoming Hazard Mitigation grants. General Services has also taken the lead as coordinator of energy management, water conservation, facilities and safety, employee transportation alternatives and other county-wide efforts to help ensure, on a daily basis, the most efficient use of limited County resources. The Department's programs in facilities maintenance, fleet maintenance and radio communications infrastructure and network maintenance continue to support the County's commitment to the cost-effective management of its infrastructure on a long-term basis.

#### 2002-03 RECOMMENDED BUDGET

As a result of the fiscal constraints imposed by the passage of Measure L and the loss of Utility Tax revenues to the County, General Services is reducing the net cost of its operations by \$271,951. This figure is actually \$441,561 when the projected utility cost increases for the County, which are reflected in the General Services budget, are factored out. The recommended budget provides for

a decrease of \$367,464 in expenditures and a decrease of \$95,513 in estimated revenues.

#### Expenditures

The decrease of \$263,911 in salaries and benefits is due, in part, to the deletion of a Department Administrative Analyst position from the Administrative Division. The duties of the Administrative Analyst position will be absorbed by existing administrative and facilities staff. The decrease in expenditures also reflects reductions in overtime, extra help, Social Security and Workers Compensation. Costs associated with retirement, employee insurance and unemployment show a slight increase.

The increase of \$55,483 in services and supplies reflects an increase in utility charges of \$124,507 that are offset by reductions proposed by the Department in other services and supplies expenditures.

The increase of \$138,838 in intra-fund charges reflects increased charges to other County departments for utilities and for facilities-related costs based on the County's Cost Allocation Plan.

#### Revenues

The decrease of \$95,513 in revenues is primarily due to the reduction of one-time revenues associated with capital projects.

#### Fixed Asset Detail

The recommended budget provides for no fixed assets, resulting in a \$20,481 reduction to the Net County Cost.

### DIVISIONS

In an effort to ensure greater efficiencies in General Services' operations, which will in turn benefit other County departments, the Department has implemented a reorganization plan of its Administrative and Facilities Divisions.

#### Administration Division

The Administration Division provides for the overall management of the Department including fiscal, planning, personnel, payroll and clerical functions. It oversees the Transportation Reduction Incentive Program (TRIP), the Employee Parking Program at the Government Center and the Water Street Detention facility, and the contract for cafeteria/atrium food services at the Government Center. The Administrative Division also provides administrative support for capital construction projects, including the processing of formal construction bids.

In 2002-03, the reorganization of the Department will result in the transfer of the Purchasing function to the Administrative Division, providing greater coordination and efficiencies between purchasing, fiscal and other administrative activities. Purchasing is accounted for as a separate budget unit and follows the General Services budget.

## Facilities Division

The Facilities Division is responsible for the routine repair, maintenance, and cleanliness of County buildings. The Division includes three sections: Custodial Services, Building Maintenance and Building Equipment Maintenance. An estimated 9,679 work orders will be completed by the Division in 2001-02. This is an approximate 11% increase in total work orders over prior fiscal years, reflecting both the age of current facilities and catch up on deferred infrastructure maintenance. In order to achieve these result, the General Services Department has established a work plan that represents a carefully considered deployment strategy of existing staff, especially in addressing health and safety issues.

In 2002-03, the Division will also oversee the management of capital construction projects, energy management projects and the County Warehouse. This management role will provide greater coordination and integration of maintenance, construction, and energy management projects and analysis of facilities' utility usage, as well as with the delivery, staging and moving services performed by Warehouse staff.

The Custodial Services Section maintains over 300,000 square feet of space in 14 County facilities including the Government Center, the Emeline complex, the temporary accommodations in Harvey West for Human Resources Agency and Health Services Agency staff, Probation facilities and 1430 Freedom Boulevard. The average space maintained by each custodian is approximately 3,500 square feet compared to the industry standard of 1,800 square feet. Priorities for custodial staff include the cleaning of restrooms and public spaces as well as addressing health and safety issues. Custodial staff take an active role in office recycling efforts and have been very effective in increasing the amount of recycled materials at County facilities. In addition to their daily responsibilities, the Custodial Section responded to approximately 732 work orders in 2001-02, an increase of approximately 19% over prior fiscal years.

The Building Maintenance Section is responsible for the repair, maintenance and minor alteration of County facilities with an emphasis on health and safety related projects and the uninterrupted operation of County Government programs. Building Maintenance staff provide ADA assessments and implement related projects, test for and maintain air and water quality in County facilities, coordinate the abatement of hazardous materials, implement integrated pest management strategies and inspect fire alarms and other safety equipment. Typical work activities include carpentry, painting, plumbing, electrical work, locksmithing and small remodel projects that are funded through the Plant Acquisition and the Facilities Maintenance budgets. The Building Maintenance Section will have responded to over 6,113 work orders in 2001-02, an increase of approximately 15% over prior fiscal years.

The Building Equipment Maintenance Section is responsible for the repair, maintenance and modification to heating, air conditioning, ventilation and refrigeration equipment in over thirty County owned facilities. Equipment mechanical staff are also charged with the operation and maintenance of power generating equipment such as emergency generators and the co-generation units at the Main Jail. This section will complete over 2,834 work orders and preventative maintenance routines on 823 pieces of equipment during 2001-02, an increase of approximately 6% over prior fiscal years.

## STAFFING

The following table summarizes proposed staffing levels reflecting the deletion of a 1.0 Department Administrative Analyst and several mid-year changes.

| POSITION                    | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm. | Recomm<br>Change |
|-----------------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|
| GENERAL SERVICES            |                 |                    |                    |                  |                    |                    |                  |
| Accountant II               | 57              | 1.00               | (1.00)             | 0.00             | 0.00               | 0.00               | (1.00) -         |
| Admin. Svcs Mgr             | B1              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Bldg Const Project Manager  | DW              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Bldg Equip Mechanic         | R5              | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00             |
| Bldg Equip Supvr            | CM              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Bldg Maint Workr II         | R8              | 5.00               | (1.00)             | 4.00             | 4.00               | 4.00               | (1.00)           |
| Bldg Maint Worker III       | RW              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Bldg Maint Supt             | B1              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Bldg Maint Supvr            | VC              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Clerk II                    | KB              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Custodian Leadworker        | R2              | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00             |
| Custodian                   | R1              | 13.00              |                    | 13.00            | 13.00              | 13.00              | 0.00             |
| Deptl Admin Analyst         | PM              | 1.00               |                    | 1.00             | 0.00               | 0.00               | (1.00)           |
| Deputy Dir General Services | TS7             | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Dir of General Svcs         | 8A              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Maint Custodian             | R3              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Maint Electrician           | TL              | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00             |
| Maint Electro/Mech Wkr      | TL              | 1.00               | 1.00               | 2.00             | 2.00               | 2.00               | 1.00             |
| Maint Plumber               | TL              | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00             |
| Parking Attendant           | 27              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Pers/Payroll Clerk          | FN              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Secretary                   | BM              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Sr. Account Clerk           | FH              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Sr. Bldg Equip Mechanic     | VF              | 3.00               |                    | 3.00             | 3.00               | 3.00               | 0.00             |
| Sr/Dept Admin Analyst       | PM              | 0.00               | 1.00               | 1.00             | 1.00               | 1.00               | 1.00             |
| Sr. Warehouse Worker        | D9              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Supvg Custodian             | V2              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Typist Clerk III            | J9              | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00             |
| Warehouse Worker            | GW              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| TOTAL                       |                 | 51.00              | 0.00               | 51.00            | 50.00              | 50.00              | (1.00)           |

## **PURCHASING (INDEX CODE 334100)**

| <b>Financing Use<br/>Classification</b> | <b>Actual<br/>2000-01</b> | <b>Appropriated<br/>2001-02</b> | <b>Actual<br/>Estimated<br/>2001-02</b> | <b>Requested<br/>2002-03</b> | <b>Recommend<br/>2002-03</b> | <b>Change<br/>FROM 2001-<br/>02 APPROP.</b> |
|---|---------------------------|---------------------------------|---|------------------------------|------------------------------|---|
| <b>Salaries &amp; Benefits</b>          | \$ 169,128                | \$ 214,041                      | \$ 209,666                              | \$ 228,146                   | \$ 228,146                   | 14,105                                      |
| <b>Services &amp; Supplies</b>          | 303,639                   | 425,883                         | 368,706                                 | 405,912                      | 405,912                      | (19,971)                                    |
| <b>Fixed Assets</b>                     | 0                         | 6,000                           | 0                                       | 0                            | 0                            | (6,000)                                     |
| <b>Intra-Fund Charges</b>               | (165,625)                 | (178,037)                       | (178,037)                               | (178,037)                    | (178,037)                    | 0   |
| <b>TOTAL EXPEND</b>                     | \$ 307,142                | \$ 467,887                      | \$ 400,335                              | \$ 456,021                   | \$ 456,021                   | (11,866)                                    |
| <b>Less: Revenue</b>                    | \$ 226,714                | \$ 290,152                      | \$ 249,782                              | \$ 294,790                   | \$ 294,790                   | 4,638                                       |
| <b>NET COUNTY COST</b>                  | \$ 80,428                 | \$ 177,735                      | \$ 150,553                              | \$ 161,231                   | \$ 161,231                   | (16,504)                                    |
| <b>Positions</b>                        |                           | 4.00                            | 4.00                                    | 4.00                         | 4.00                         | 0.00  |

The Purchasing function of the General Services Department is responsible for the County's Centralized Purchasing Program as required by Section 25500 of State Law and County Code Chapter 2.37. As part of the Department's efforts to provide the most efficient operation possible, Purchasing will function within the Administrative Division of the Department beginning in 2002-03. As designated by County ordinance, the Director of General Services will continue to serve as the Purchasing Agent for the County.

The primary task of the Purchasing function is to procure the goods and services necessary to support the functions and programs of County departments and agencies. Purchasing staff develop biddable specifications for commodities and services and seek competitive bids to obtain the appropriate item at the lowest cost. Once bid proposals are evaluated, Purchasing issues or recommends an award. It is estimated that Purchasing will process approximately 5,500 purchase requisitions and issue 4,200 purchase orders in 2001-02.

During the past year, the General Services Administrative Division has worked closely with Purchasing to direct specific areas of improvement in the function's operations effectiveness. In order to maximize efficiencies within the Purchasing function, General Services has proactively sought input from County operating departments on their program support needs and opportunities for consolidated solutions. For example, the expanded use of master purchasing agreements ensures quality items at better prices to departments with similar purchasing needs. Additionally, the continued use of the State of California Calcard Program allows departments to actively participate in reducing the volume of requisitions for smaller purchases. The Administrative Division has implemented a variety of supply and services agreements, resulting in competitive pricing and associated savings to the County. By further enhancing record keeping and data collection systems, General Services continues to develop both item/commodity specification and user information, which is essential in ensuring the procurement of services and supplies that best meet operating departments' needs and competitive pricing. Purchasing has also greatly expanded the use of the Internet to promote purchasing opportunities in the vendor community.

Projects that will be undertaken in the next fiscal year include completion of a rewrite of purchasing policies and procedures, development of a commodities purchasing calendar, expanded

development of master purchasing agreements, updating of vendor listings and commodity codes and expanded use of the Internet for purchasing activities. The department is also working closely with ISD and the Auditor's Office to offer improvements and enhancements in the automated purchasing system and improved interfaces with the FAMIS accounting system.

## 2002-03 RECOMMENDED BUDGET

The recommended budget provides for a decrease of \$11,866 in expenditures and an increase of \$4,638 in revenues resulting in a decrease of \$16,504 in Net County Cost.

### Expenditures

The increase of \$14,105 in salaries and benefits supports existing staff. Employee benefits reflect minor decreases in retirement and Workers Compensation offset by increases in Social Security, insurance and unemployment. Overtime has been eliminated.

The decrease of \$19,971 in services and supplies is primarily due to an \$18,261 reduction in management charges, reflecting a realignment of these costs within the Department.

### Revenues

The increase in revenues of \$4,638 reflects a slight increase in the costs associated with purchasing services provided to non-general fund departments.

## STAFFING

The following table summarizes current staffing levels.

| <b>POSITION</b>       | <b>Salary Range</b> | <b>2001-02 Allowed</b> | <b>Midyear Change</b> | <b>2001-02 Total</b> | <b>2002-03 Request</b> | <b>2002-03 Recomm.</b> | <b>Recomm Change</b> |
|-----------------------|---------------------|------------------------|-----------------------|----------------------|------------------------|------------------------|----------------------|
| Purchasing Technician | TBD                 | 1.00                   |                       | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Sr. Buyer I           | HTNP                | 2.00                   |                       | 2.00                 | 2.00                   | 2.00                   | 0.00                 |
| Supvg Buyer           | LN                  | 1.00                   |                       | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| <b>TOTAL</b>          |                     | <b>4.00</b>            | <b>0.00</b>           | <b>4.00</b>          | <b>4.00</b>            | <b>4.00</b>            | <b>0.00</b>          |

### Fixed Asset Detail

The \$6,000 reduction to the Net County Cost reflects a zero request for Fixed Assets.

**SERVICE CENTER DIVISION (INDEX CODE 333500)**

| <b>Requirements</b>           | <b>Actual<br/>2000-01</b> | <b>Appropriated<br/>2001-02</b> | <b>Estimated<br/>Actual<br/>2001-02</b> | <b>Requested<br/>2002-03</b> | <b>Recom.<br/>2002-03</b> | <b>Change<br/>from 2001-02<br/>Approp.</b> |
|-------------------------------|---------------------------|---------------------------------|---|------------------------------|---------------------------|--|
| <b>Appropriations</b>         |                           |                                 |   |                              |                           |  |
| Salaries & Benefits           | 317,271                   | 355,932                         | 324,313                                 | 362,926                      | 362,926                   | 6,994                                      |
| Services & Supplies           | 651,526                   | 790,433                         | 749,197                                 | 766,777                      | 766,777                   | (23,656)                                   |
| Other Charges                 | 740,426                   | 820,365                         | 820,365                                 | 784,332                      | 784,332                   | (36,033)                                   |
| Fixed Assets                  | <u>545,332</u>            | <u>1,242,013</u>                | <u>1,496,849</u>                        | <u>1,151,444</u>             | <u>1,151,444</u>          | <u>(90,569)</u>                            |
| <b>Total Requirements</b>     | 2,254,555                 | 3,208,743                       | 3,390,724                               | 3,065,479                    | 3,065,479                 | (143,264)                                  |
| <b>Adj. for Capital Items</b> |                           |                                 |   |                              |                           |  |
| Fixed Assets                  | (545,332)                 | (1,242,013)                     | (1,496,849)                             | (1,151,444)                  | (1,151,444)               | 90,569                                     |
| Principal Payments            | <u>(143,418)</u>          | <u>(206,615)</u>                | <u>(206,615)</u>                        | <u>(178,522)</u>             | <u>(178,522)</u>          | <u>28,093</u>                              |
| <b>Total Expenses</b>         | <u>1,565,805</u>          | <u>1,760,115</u>                | <u>1,687,260</u>                        | <u>1,735,513</u>             | <u>1,735,513</u>          | <u>(24,602)</u>                            |
| <b>Available Funds</b>        |                           |                                 |   |                              |                           |  |
| Fund Balance Available        | 2,646,305                 | 2,779,928                       | 2,779,928                               | 3,105,291                    | 3,105,291                 | 325,363                                    |
| Revenues                      | <u>1,699,428</u>          | <u>1,868,075</u>                | <u>2,012,623</u>                        | <u>2,000,811</u>             | <u>2,000,811</u>          | <u>132,736</u>                             |
| <b>Total</b>                  | <u>4,345,733</u>          | <u>4,648,003</u>                | <u>4,792,551</u>                        | <u>5,106,102</u>             | <u>5,106,102</u>          | <u>458,099</u>                             |
| Positions                     | 7.00                      | 7.00                            | 7.00                                    | 7.00                         | 7.00                      | 0.00                                       |

The Service Center budget is an internal service fund established for the purpose of allocating the costs of the use of the County's vehicle fleet to County departments. The fund is a combination of depreciation charges and user fees to support the maintenance and replacement costs of County vehicles. Fleet Operations maintained over 365 vehicles during the year and completed approximately 1,500 work orders.

Fleet Services continues to implement Board policy on the use of non-MTBE fuel and the purchase of "green" vehicles. The Fleet transitioned to the use of MTBE-free fuel last June. County-issued gasoline credit cards are also used at gas stations that supply MTBE-free fuel. Fleet Services continues to emphasize the purchase of "green" vehicles whenever possible. Eleven percent of the vehicles in the fleet are currently "green". It is anticipated that with the new vehicle purchases in 2002-03, the Fleet will be approximately 20% "green".

Fleet Services, in conjunction with the Technical Services Division of General Services, plays a key role in the 'upfitting' of vehicles for the Sheriff's Mobile Data Computer project. Fleet Services staff are responsible for installing the keyboards, computer screens and the hardware necessary to mount the computer processing units in the patrol vehicles.

Several infrastructure improvements will be completed at the Fleet facility in 2001-02. These include: the installation of a storage shed shared with the Technical Communications Division; the removal of old in-ground hoists with new above-ground hoists which meet current safety standards; and the remodel of the Fleet Services offices, including provisions for ADA access. Additionally, new fuel pump dispensers will be purchased with the installation of this equipment completed in 2002-03.

## 2002-03 RECOMMENDED BUDGET

The Service Center budget provides for a decrease of \$24,602 in expenditures and an increase in revenues of \$132,736. Funds are available to meet the recommended expenses of this program, including cash on hand for 2.5 months of operating expenses.

The increase of \$6,994 in salaries and benefits provides for negotiated increases for current staff.

The \$23,565 decrease in services and supplies is primarily the result of a \$22,436 reduction in the costs associated with the maintenance and repair of vehicles and a \$35,000 reduction in the maintenance of shop equipment. These reductions are due to greater efficiencies within Fleet operations. Increases in services and supplies are reflected primarily in a \$40,000 increase in fuel prices, which have increased approximately 30% during the past year.

A total of \$1,121,444 is recommended for the purchase of vehicles in 2002-03. Of this total, \$1,046,584 is financed through the vehicle depreciation account and \$74,860 is grant revenue. The proposed budget includes the receipt of \$74,860 in State grant funds for the purchase of 5 new "green" vehicles for the Health Services Agency. The final number of vehicles to be purchased under this program will be determined based upon prioritized needs and pricing structures at the time of purchase.

Fixed asset recommendations provide for \$30,000 to finalize Phase II of the Fuel Dispenser Replacement project with the installation of the two replacement fuel dispensers at the Service Center and the upgrade of the fuel dispensing tracking software system. This action will allow for more accurate accounting control of fuel dispensed at Fleet Services Central and will also allow any County vehicle to fuel at any County fuel site.

### Fixed Asset Detail

The table below provides the fixed asset detail:

| Budget Index/<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description               | Recommended<br>Amount |
|---------------------------------|----------|----------------------------|---------------------------|-----------------------|
| 33350018423                     | 2        | R                          | Fuel Dispensers, Phase II | \$30,000              |
| Total                           |          |                            |                           | \$ 30,000             |

## **STAFFING**

The following table summarizes current staff and a mid-year classification change.

|                       | Salary | 2001-02 | Mid Year | 2001-02 | 2002-03 | 2002-03  | Recomrn |
|-----------------------|--------|---------|----------|---------|---------|----------|---------|
| POSITION              | Range  | Allowed | Change   | Total   | Request | Recomrn. | Change  |
| Fleet Manager         | D1     | 1.00    |          | 1.00    | 1.00    | 1.00     | 0.00    |
| Automotive Technician | 84     | 3.00    |          | 3.00    | 3.00    | 3.00     | 0.00    |
| Clerk III             | KW     | 1.00    |          | 1.00    | 1.00    | 1.00     | 0.00    |
| Sr. Automotive Tech   | T8     | 1.00    |          | 1.00    | 1.00    | 1.00     | 0.00    |
| Auto Serv. Attendant  | R1     | 1.00    |          | 1.00    | 1.00    | 1.00     | 0.00    |
| TOTAL                 |        | 7.00    | 0.00     | 7.00    | 7.00    | 7.00     | 0.00    |

**OFFICE OF EMERGENCY SERVICES**  
**Michael Dever, Emergency Services**  
**Administrator**  
Index Number: 302100

Fund: General  
Function: Public Protection  
Activity: Other Protection

| Financing Use Classification | Actual 2000-01    | Appropriated 2001-02 | Actual Estimated 2001-02 | Requested 2002-03 | Recommend 2002-03 | Change FROM 2001-02 APPROP. |
|------------------------------|-------------------|----------------------|--------------------------|-------------------|-------------------|-----------------------------|
| Salaries & Benefits          | \$ 181,492        | \$ 309,178           | \$ 210,624               | \$ 322,086        | \$ 322,086        | 12,908                      |
| Services & Supplies          | 130,358           | 175,487              | 194,686                  | 204,126           | 204,126           | 28,639                      |
| Intra-Fund Charges           | (37,106)          | 0                    | 0                        | 0                 | 0                 | - 0                         |
| <b>TOTAL EXPEND</b>          | <b>\$ 274,744</b> | <b>\$ 484,665</b>    | <b>\$ 405,310</b>        | <b>\$ 526,212</b> | <b>\$ 526,212</b> | <b>\$ 41,547</b>            |
| Less: Revenue                | \$ 105,702        | \$ 219,882           | \$ 210,566               | \$ 320,551        | \$ 320,551        | 100,669                     |
| <b>NET COUNTY COST</b>       | <b>\$ 169,042</b> | <b>\$ 264,783</b>    | <b>\$ 194,744</b>        | <b>\$ 205,661</b> | <b>\$ 205,661</b> | <b>(59,122)</b>             |
| <b>Positions</b>             |                   | <b>4.00</b>          | <b>4.00</b>              | <b>4.00</b>       | <b>4.00</b>       | <b>0.00</b>                 |

The Office of Emergency Services is responsible for emergency planning and response coordination for the County of Santa Cruz. The work of Emergency Services encompasses a wide range of activities including development of hazard analyses, preparation of response plans for various emergency events, coordination of multiple planning and hazard mitigation project grants, serving as the County's liaison with State and Federal agencies and, in the role of Operational Area Coordinator, coordinating emergency events for all County jurisdictions. The Office is also responsible for community education and outreach in disaster education. Additionally, the Office of Emergency Services manages the County Fire Services contract.

The administrative, clerical and fiscal functions of the Office of Emergency Services are augmented by the Administrative Division of the General Services Department.

Grant funds help to support the level of staffing that is needed in order for the Office of Emergency Services to implement a number of ongoing and recently initiated projects such as:

- The Felton Grove Elevation Project – Hazard Mitigation grant
- The Flood Hazard Mitigation Plan and Flood Mitigation Assistance Projects -- National Flood insurance Program grant
- The Habitat Conservation Plan for the Fire Safe Vegetation Management Program – California Division of Forestry and Fire Protection grant
- The Emergency Management Performance Program – Governor's Office of Emergency Services grant

During 2002-03, the Office of Emergency Services will complete the work associated with the Landslide Hazard Mitigation grants, provide ongoing management of the Geologic Hazard Abatement Districts, staff the County Fire Department Advisory Commission, develop regional mutual aid plans with neighboring counties, administer the Hazardous Materials Area Plan in conjunction with Environmental Health Services and work with local groups and agencies involved in disaster

preparedness and response planning. The Office will also continue to aggressively pursue Federal and State grant funding opportunities.

## 2002-03 RECOMMENDED BUDGET

The recommended budget provides for a \$41,547 increase in expenditures and a \$100,669 increase in revenues, for a decrease in the Net County Cost of \$59,122.

### ExDenditures

The proposed budget reflects an increase of \$12,908 in salaries and benefits due to negotiated increases for current staffing. These costs are partially offset by decreases in retirement and unemployment charges.

The increase of \$28,639 in services and supplies reflects a \$7,500 increase the contribution to County Fire for local hazardous materials response and a \$5,328 increase in computer technical support.

### Revenues

Revenues are increased by \$148,142 reflecting the availability of additional grant funds in 2002-03. The increase is partially offsets by a decrease of \$47,475 which reflects a reduction in Measure E funds available for funding lease costs associated with the Emergency Operations Center. This is the last year that these funds will be available for this purpose.

## STAFFING

| POSITION                | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm. | Recomm<br>Change |
|-------------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|
| Emergency Services      |                 |                    |                    |                  |                    |                    |                  |
| Administrator           | UU9             | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Housing Rehab/Const Spe | TR7             | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Admin Aide              | UR1             | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Sr. Dept Admin. Analyst | LL              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| TOTAL                   |                 | 4.00               | 0.00               | 4.00             | 4.00               | 4.00               | 0.00             |

**COMMUNICATIONS**  
**911 DISPATCH**  
Index Number: 303100

Fund: General  
Function: General Government  
Activity: Communications

| Financing Use<br>Classification | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Services & Supplies             | 1,519,638           | 1,514,900               | 1,514,900                      | 1,583,095            | 1,583,095            | 68,195                             |
| Intra-Fund Charges              | (16,724)            | 7,975                   | 7,975                          | 7,975                | 7,975                | 0                                  |
| <b>TOTAL EXPEND</b>             | <b>\$ 1,502,918</b> | <b>1,522,875</b>        | <b>1,522,875</b>               | <b>1,591,070</b>     | <b>1,591,070</b>     | <b>68,195</b>                      |
| Less: Revenue                   | <b>\$ 413,353</b>   | <b>271,236</b>          | <b>271,236</b>                 | <b>1,687,847</b>     | <b>1,687,847</b>     | <b>1,416,611</b>                   |
| <b>NET COUNTY COST</b>          | <b>\$ 1,089,565</b> | <b>1,251,639</b>        | <b>1,251,639</b>               | <b>(96,777)</b>      | <b>(96,777)</b>      | <b>(1,348,416)</b>                 |

This budget unit provides the funding for the County share of the Santa Cruz Consolidated Emergency Communications Center. The Communications Center integrates four separate communications center operations (the County and the cities of Watsonville, Santa Cruz, and Capitola) into a single facility and organizational structure.

**2002-03 RECOMMENDED BUDGET**

The recommended budget for Dispatch Services provides the County's 2002-03 share of the operation of the Consolidated Communication Center, which totals \$1,591,070 and the costs for the County's share of debt service and contingencies for capital expenditures, which totals \$1,687,847.

The recommendation assumes implementation of the Emergency Response Fee ordinance which will finance an estimated \$1,417,452 of the operating and capital costs associated with the 9-1-1 emergency response system. A report on the emergency response ordinance will be presented prior to Budget Hearings as part of Supplemental Recommendations to the Proposed Budget.

**COMMUNICATIONS-TECHNICAL  
SERVICES**  
**Bob Watson, General Services Director**  
Number: **303200**

Fund: General  
Function: General Government  
Activity: Communications

| Financing Use<br>Classification | Actual<br>2000-01  | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|--------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 371,729         | \$ 447,308              | \$ 390,823                     | \$ 484,851           | \$ 484,851           | 37,543                             |
| Services & Supplies             | 298,789            | 439,796                 | 460,360                        | 523,152              | 523,152              | 83,356                             |
| Fixed Assets                    | 13,783             | 54,073                  | 54,073                         | 0                    | 0                    | (54,073)                           |
| Intra-Fund Charges              | (352,876)          | (421,772)               | (409,122)                      | (455,734)            | (455,734)            | (33,962)                           |
| <b>TOTAL EXPEND</b>             | <b>\$ 331,425</b>  | <b>\$ 519,405</b>       | <b>\$ 496,134</b>              | <b>\$ 552,269</b>    | <b>\$ 552,269</b>    | <b>32,864</b>                      |
| Less: Revenue                   | \$ 425,731         | \$ 526,422              | \$ 496,134                     | \$ 559,287           | \$ 559,287           | 32,865                             |
| <b>NET COUNTY COST</b>          | <b>\$ (94,306)</b> | <b>\$ (7,017)</b>       | <b>0</b>                       | <b>\$ (7,018)</b>    | <b>\$ (7,018)</b>    | <b>(1)</b>                         |
| <br><b>Positions</b>            |                    | <b>7.00</b>             | <b>7.00</b>                    | <b>7.00</b>          | <b>7.00</b>          | <b>0.00</b>                        |

The Technical Services Division of the General Services Department is responsible for the County communications technical infrastructure. This infrastructure consists of thirty-three county-wide coordinated communications systems, including six simulcast systems and two microwave systems, that facilitate interagency communications needs. This division is also responsible for consultation and coordination of radio systems design/modification and Federal Communications Commission (FCC) license coordination of county and municipal agencies. During the **2001-02** fiscal year, Technical Services staff will serve nineteen outside agencies and fifteen County departments.

The Technical Services Division maintains and repairs wireless communications systems that include simulcast, microwave and dispatch systems at eleven primary sites with numerous receiver sites throughout Santa Cruz County. The Division is responsible for the design, maintenance, repair and removal of radio equipment, including two microwave systems at five primary sites, eight mobile data computer system sites, six simulcast systems, two-way repeaters, control stations, numerous base stations and hundreds of mobile and portable radios. This Division also installs and maintains all County owned or controlled radio equipment, including the Sheriff's Office patrol vehicles and the Santa Cruz Consolidated Emergency Communications Center's (SCCECC) **9-1-1** phone/radio consoles. The Division performs outside work for agencies having service contracts with the County, such as the fire districts, the American Medical Response paramedic services, and all of the city law enforcement departments within the County.

The Supervising Communications Technician administers the functions of the Technical Services Division and supervises six employees, including five technical journey level staff and one typist clerk. Because all of the related equipment in the Division supports public safety functions, Technical Services personnel are always on-call for major repairs and are subject to mandatory overtime.

The Technical Services section will complete an estimated eighteen projects ranging from the Board

of Supervisors Chambers Public Address System upgrade to a three-site simulcast system for the Yellow Fire Tactical Radio Channel. Furthermore, the Division has played a key role in the Sheriffs Mobile Data Computer project, from the design of the overall system to the installation of radio equipment in the patrol vehicles. In 2001-02, the Technical Services staff will complete approximately 2,500 work orders for installation, maintenance and infrastructure work related to radio and other communications systems.

## 2001-02 RECOMMENDED BUDGET

The recommended budget for the Technical Services Division provides for an increase in expenditures of \$32,864 and an increase in revenues of \$32,865. The proposed budget provides for the following:

### Expenditures

The recommended increase of \$37,543 in salaries and benefits maintains the existing level of staffing with increases in regular pay, extra help and workers compensation.

The recommended \$83,356 increase in services and supplies reflects a \$62,758 increase in telecommunication charges which include purchase of additional transmission cable lines for the Sheriffs Mobile Data Computer Project. These costs will be reflected in the maintenance rates charged to the Sheriffs Office. Additional increases include \$27,639 for built-in increases in site contracts,

The purchase of fixed assets is not included in the proposed budget, resulting in a \$54,073 decrease to Net County Cost.

### Revenues

The recommended \$32,865 increase in revenues reflects an \$44,795 increase in charges for radio services to outside agencies and non-General Fund departments and a \$11,930 decrease in rental fees for sublease of County owned repeater sites to other vendors due to the negotiated reduction in one of the leases.

## STAFFING

| POSITION               | Salary<br>Range | 2000-01<br>Allowed | Mid Year<br>Change | 2000-01<br>Total | 2001-02<br>Request | 2001-02<br>Recomrn | Recomm.<br>Change |
|------------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|-------------------|
| Comm. Installer        | CC              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00              |
| Comm. Technician II    | H9/WX           | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00              |
| Sr. Comm. Technician   | BD              | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00              |
| Supv. Comm. Technician | x7              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00              |
| Typist Clerk III       | J9              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00              |
| TOTAL                  |                 | 7.00               | 0.00               | 7.00             | 7.00               | 7.00               | 0.00              |

**COUNTY FIRE FUND**  
**Steve Wert, Fire Marshal**  
Fund 26105

Fund: Fire  
Function: Public Protection  
Title: Fire Protection

| Requirements              | Actual<br>2000-01  | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03   | Change<br>from 2001-<br>02 Approp. |
|---------------------------|--------------------|-------------------------|--------------------------------|----------------------|---------------------|------------------------------------|
| <b>Appropriations</b>     |                    |                         |                                |                      |                     |                                    |
| Salaries & Benefits       | \$ 113,726         | \$ 167,946              | \$ 156,823                     | \$ 171,417           | \$ 171,417          | 3,471                              |
| Services & Supplies       | 1,673,303          | 1,845,667               | 1,564,237                      | 2,084,925            | 2,084,925           | 239,258                            |
| Other Charges             | 259,124            | 656,307                 | 476,554                        | 580,991              | 580,991             | (75,316)                           |
| Fixed Assets              | 99,569             | 240,250                 | 222,889                        | 233,530              | 233,530             | (6,720)                            |
| <b>Total</b>              | <b>\$2,145,722</b> | <b>\$ 2,910,170</b>     | <b>\$ 2,420,503</b>            | <b>\$ 3,070,863</b>  | <b>\$ 3,070,863</b> | <b>160,693</b>                     |
| Increase Reserve          | 86,129             | 102,199                 | 102,199                        | 45,836               | 45,836              | (56,363)                           |
| <b>Total Requirements</b> | <b>\$2,231,851</b> | <b>\$ 3,012,369</b>     | <b>\$ 2,522,702</b>            | <b>\$ 3,116,699</b>  | <b>\$ 3,116,699</b> | <b>104,330</b>                     |
| <b>Available Funds</b>    |                    |                         |                                |                      |                     |                                    |
| Fund Balance Avail.       | \$ 660,334         | \$ 572,022              | \$ 572,022                     | \$ 483,759           | \$ 483,759          | (88,263)                           |
| Cancel Reserve            |                    |                         |                                |                      |                     | 0                                  |
| Revenues                  | 2,143,542          | 2,440,347               | 2,434,439                      | 2,632,940            | 2,632,940           | 192,593                            |
| <b>Total</b>              | <b>\$2,803,876</b> | <b>\$ 3,017,369</b>     | <b>\$ 3,006,461</b>            | <b>\$ 3,116,699</b>  | <b>\$ 3,116,699</b> | <b>104,330</b>                     |
| Positions                 |                    | 1.00                    | 1.00                           | 1.00                 | 1.00                | 0.00                               |

The County Fire Department, the Fire Marshal's Office, and County Service Areas **48** and **4** are administered by the Office of Emergency Services, a division of the General Services Department, and are under the operational supervision of the San Mateo/Santa Cruz Ranger Unit of the California Department of Forestry and Fire Protection (CDF).

The County Fire Department is responsible for structural fire protection, first responder emergency medical services, and public fire safety education and inspection services for unincorporated areas of the county which are not included in an autonomous fire district. The County Fire Department provides services from fifteen fire stations staffed with a combined deployment of volunteer firefighters and career CDF firefighters, managed under contract by CDF.

The County Fire Department budget and the associated contract with CDF provide for operational and support services for eight volunteer fire companies including approximately 120 volunteer firefighters. These services include the purchase and maintenance of fire apparatus, equipment, and safety gear, fire station construction oversight and maintenance, training coordination and delivery, and administration of volunteer firefighter benefits and workers compensation programs.

County Fire has completed an update to the Fire Department Master Plan which will address facility projects and equipment needs, develop goals and objectives, and propose operational or program changes and associated financing. The Master Plan will be included in the Supplemental Budget, and its recommendations are incorporated into this proposed budget.

## 2002-03 RECOMMENDED BUDGET

The recommended budget provides for an increase in expenditures of \$160,693 and an increase in revenues of \$192,593. Available financing and total requirements each equal \$3,116,699.

### Reaurements

The recommended increase of \$3,471 in salaries and benefits supports the existing .5 Typist Clerk II responsible for the Street Address and Naming program and the .5 Senior Departmental Analyst responsible for budget and liaison functions. The recommended \$50,400 for extra-help provides \$15 per hour stipends to volunteer firefighters for training drills and a \$7,200 boot allowance.

The recommended increase of \$239,258 in services and supplies includes a number of changes, the most significant of which is the \$139,023 increase in professional and special services. This account contains the contract with CDF which is recommended to increase by \$178,170 to \$1,551,997.

The recommended contract includes an increase in career engine staffing from two personnel to three personnel. New health and safety regulations require a minimum of four personnel at the scene of a structure fire before firefighters can begin an interior attack. The additional paid firefighters will enable responders to initiate an interior attack after the arrival of only one volunteer. In addition, the addition of firefighters will improve fire engine crew safety and effectiveness and will comply with the Santa Cruz County fire services mutual aid plan, which requires that fire engines responding to mutual aid requests be staffed with a minimum of three personnel. The recommended plan utilizes firefighters in place of some engineers to reduce the cost per position. The following chart identifies the positions which are purchased through the County's contract with CDF.

| Positions                                      | 00-01<br>Actual | 01-02<br>Actual | 02-03<br>Rec | Change |
|--|-----------------|-----------------|--------------|--------|
| Burrell Station (winter): Engineers            | 3.00            | 3.00            | 2.00         | (1.00) |
| Burrell Station (winter): Firefighters         | 0.00            | 0.00            | 3.00         | 3.00   |
| Corralitos (winter): Engineers                 | 3.00            | 3.00            | 1.00         | (2.00) |
| Corralitos (winter): Firefighters              | 0.00            | 0.00            | 2.00         | 2.00   |
| Big Creek Station (winter): Engineers          | 3.00            | 3.00            | 2.00         | (1.00) |
| Bin Creek Station (winter): Firefighters       | 0.00            | 0.00            | 3.00         | 3.00   |
| Saratoga Summit Station (winter): Engineers    | 2.00            | 2.00            | 1.00         | (1.00) |
| Saratoga Summit Station (winter): Firefighters | 0.00            | 0.00            | 2.00         | 2.00   |
| Prevention/Plans Officers                      | 1.00            | 1.00            | 1.00         | 0.00   |
| Training Officer                               | 1.00            | 1.00            | 1.00         | 0.00   |
| Prevention/Plans Specialists                   | 2.00            | 2.00            | 2.00         | 0.00   |
| Office Assistants/Technicians                  | 3.00            | 3.00            | 3.00         | 0.00   |
| Dispatch Clerks                                | 1.50            | 1.50            | 1.50         | 0.00   |
| Heavy Equipment Mechanic                       | 1.00            | 1.00            | 1.00         | 0.00   |
| Total  | 20.5            | 20.5            | 25.5         | 5      |

The following table provides a prior year comparison of the cost elements of the CDF contract.

|                            | 2000-01            | 2001-02          | 2002-03          | % Change<br>01-02 to 02-03 |
|----------------------------|--------------------|------------------|------------------|----------------------------|
| Personnel costs            | \$1,069,064        | \$1,084,955      | \$1,196,952      | 10%                        |
| Communications             | 25,097             | 23,669           | 18,564           | -22%                       |
| Travel                     | 5,000              | 5,200            | 8,200            | 58%                        |
| Facilities                 | 6,984              | 6,984            | 6,984            | 0%                         |
| Utilities                  | 20,196             | 19,800           | 19,800           | 0%                         |
| Consultant & Prof Services | 368                | 368              | 368              | 0%                         |
| Personal care              | 16,561             | 16,792           | 17,472           | 4%                         |
| Vehicles                   | 50,000             | 55,000           | 75,000           | 36%                        |
| Miscellaneous              | 21,733             | 23,448           | 53,200           | 127%                       |
| Administrative overhead    | 135,230            | 137,591          | 155,437          | 13%                        |
| <b>Total</b>               | <b>\$1,350,233</b> | <b>1,373,807</b> | <b>1,551,977</b> | <b>13%</b>                 |

The Amador Pian provides twelve captains for seven months during the winter when they would not be deployed by CDF. Three officers are stationed at each of the Big Creek, Corralitos, Saratoga Summit, and Burrell fire stations. Personnel costs, operating expenses and administrative charges bring the total cost for this contract to \$1 14,026.

In addition to the costs of the CDF contract, the increase in services and supplies reflects the following changes:

- A \$12,915 increase in clothing which provides OSHA required safety clothing and related supplies for County volunteer and paid firefighters. The increase is due to the replacement of worn turnouts for current volunteers.
- A \$13,108 increase in other insurance which provides liability insurance for vehicles and volunteer fire station facilities.
- A \$13,000 decrease in medical services which provides for a contract with Dominican Hospital for medical exams for volunteer firefighters. The recommended amount reflects current usage.
- The following additional changes in the professional and special services account:
  - \$9,000 for a volunteer length of service award through the California Public Employees Retirement System (PERS), to provide a monthly cash benefit to volunteers who have contributed ten or more years of service.
  - \$8,000 for a salary continuation benefit package for volunteers
  - \$3,000 for Critical Incident Stress Debriefing services and an Employee Assistance Program for volunteers
  - \$5,000 for a contract with Aptos/La Selva Fire District for emergency response to areas adjacent to their jurisdiction

- \$10,000 for a contract with Santa Cruz City Fire for response to Paradise Park
- \$4,000 for sprinkler plan review
- \$6,000 to rent a reserve engine from San Mateo County
- An increase of \$8,680 in small tools needed to equip the Bonny Doon Rescue vehicle purchased in 2001-02
- An increase of \$2,748 in education and training. This account reimburses volunteer and career firefighters for required classes and training.
- An increase of \$56,536 in special district expenses. The recommended increase is needed to purchase 85 new self-contained breathing apparatus (SCBA) bottles at a total cost of approximately \$50,500.

The \$75,316 decrease in Other Charges includes the following:

- A \$10,464 increase in principal payments and an \$8,784 decrease in interest payments on mobile equipment.
- A \$45,287 decrease in contributions to other agencies. This account includes \$18,000 for repayment of the Loma Prieta and Bonny Doon fire station construction loans and \$280,260 in Proposition 172 expenditures, described in more detail below.
- A \$6,269 reduction in \$15,133 for the County Fire Matching Funds program to assist volunteer fire companies in purchasing needed equipment. The reduction also reflects the release of prior year encumbrances.
- A \$25,440 reduction in the County's contribution to the Hazardous Materials Response Team.

\$233,530 in fixed assets is recommended for self-contained breathing equipment, a defibrillator, a generator for the Davenport Fire Station, a generator and a winch for the Bonny Doon rescue vehicle, and a two story live fire simulator. The fire simulator is being purchased jointly by the County's fire agencies with funding from Proposition 172. The County Fire share of this purchase is \$18,000.

The table below provides the fixed asset detail recommended for budget index 304100.

| Budget Index/<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description                           | Recommended<br>Amount |
|---------------------------------|----------|----------------------------|---------------------------------------|-----------------------|
| 30410018404                     | 1        | N                          | Porta Count Fit Test                  | \$ 8,000              |
| 30410018404                     | 2        | R                          | Self-contained breathing apparatus    | \$ 5,200              |
| 30410018404                     | 2        | N                          | SCBA Compressor                       | \$ 6,000              |
| 30410018404                     | 2        | R                          | Defibrillator                         | \$ 14,000             |
| 30410018404                     | 1        | N                          | Generator for Davenport Fire Station  | \$ 20,000             |
| 30410018404                     | 1        | N                          | Fire simulator                        | \$ 174,180            |
| 30410018404                     | 1        | N                          | Honda Generator for Bonny Doon Rescue | \$ 3,550              |
| 304100/8404                     | 1        | N                          | Warn Winch for Bonny Doon Rescue      | 2,600                 |
| <b>Total</b>                    |          |                            |                                       | <b>\$ 233,530</b>     |

### Available Funding

Available funding for this budget unit totals \$3,116,699 and includes the following:

- A \$62,594 increase in property taxes
- No change in rents and concessions. This account includes the rental revenue received from the lease of the residence at the Bonny Doon Fire Station. Lease proceeds provide \$12,000 in annual revenue. Loan repayment obligations for the construction project require that \$6,250 annually be paid from the lease proceeds. It is recommended that the balance be appropriated for necessary construction materials for the project until completion. \$9,190 designated from prior year lease proceeds is included in County Fire reserves for any repairs or maintenance that may be required on the residence.
- A \$10,000 increase in inspection revenues
- A \$48,040 decrease in revenues supporting the Hazardous Material Response Team
- A \$20,000 increase in anticipated reimbursements from private parties responsible for fire response incidents and from reimbursements for training sessions provided by County Fire staff
- A \$43,377 increase in contributions from other agencies is revenue from CSA 48 assessment fees.
- \$156,000 in other revenue represents the contribution of Proposition 172 funds from other fire agencies to support the purchase of the fire simulator building

### County Fire Benefit Assessment

Recommended revenues include a benefit assessment based on assigning fee units to each type of land use in the service area, depending on the "fire flow" requirements for that type of use and the concomitant fire department resources required to provide fire protection. In conformance with the requirements of Proposition 218, this assessment was approved by a majority of the property owners in June 1997. The recommended fire fee for 2002-03 is \$52.57 per fire flow unit, which includes a 5.4% cost of living increase based on the Consumer Price Index. Although the most recent CPI (February to February) is 18%, the annual average increase for this index for calendar year 2001 was 5.4%, which is the figure required to be used under the voter approved measure. Single family dwellings are charged two fire flow units, and so will therefore be charged \$105.14 per year for fire protection.

### STAFFING

| POSITION                  | Salary Range | 2000-01 Allowed | Mid Year Change | 2000-01 Total | 2001-02 Request | 2001-02 Recormm | Recomm. Change |
|---------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| <i>Typist Clerk II</i>    | J8           | 0.50            |                 | 0.50          | 0.50            | 0.50            | 0.00           |
| <i>Sr. Admin. Analyst</i> | LL           | 0.50            |                 | 0.50          | 0.50            | 0.50            | 0.00           |
| TOTAL                     |              | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |

#### PROPOSITION 172 FUNDING FOR FIRE SERVICES (INDEX CODE 304500)

The revenue sharing policy for Proposition 172 funds approved in January 1998 provides a distribution to the unincorporated area fire services equal to 12% of the annual fiscal year change in Proposition 172 revenues. The funds are to be used for projects or items of benefit to the unincorporated area as recommended by the County Fire Chiefs Association and are subject to appropriation by the Board during the annual budget process. Any unspent funds are to be rebudgeted to the next fiscal year to provide funding for longer term projects or purchases.

For 2002-03 it is recommended, in accordance with the recommendation of the Fire Chiefs Association that Proposition 172 funds be allocated as shown in the following table. The total amount available, \$280,260, consists of \$161,186 in 2002-03 revenues and \$119,074 in prior year unexpended Proposition 172 revenues.

|   | %    | Prior Year | 2002-03   | <b>Total</b> |
|---|------|------------|-----------|--------------|
| Training and long-range training facility needs | 70%  | \$83,352   | \$112,830 | \$196,182    |
| Future communication upgrades                   | 15%  | \$17,861   | \$24,178  | \$42,039     |
| Fire prevention activities                      | 10%  | \$11,907   | \$16,119  | \$28,026     |
| Support for the development of special teams.   | 5%   | \$5,954    | \$8,059   | \$14,013     |
| Total   | 100% | \$119,074  | \$161,186 | \$280,260    |

#### COUNTY FIRE HAZARDOUS MATERIALS RESPONSE TEAM (INDEX CODE 304700)

Funding from Environmental Health, the Office of Emergency Services, and the County Fire Department are combined in this index for the County's contribution to provide emergency response to hazardous materials releases. The service will be provided by a regional team and will be administered by the Scotts Valley Fire Protection District.

For 2002-03, a contribution of \$11,960 from the Environmental Health Department is recommended. Sufficient additional funds are available from prior year contributions from participating agencies to support response efforts for 2002-03.

**CSA #48**  
**Steve Wert, Fire Marshal**  
 Index Number: 304400

Fund: Special District  
 Function: Public Protection  
 Activity: Fire Protection

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|------------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                    |
| Services & Supplies       | \$ 500            | \$ 500                  | \$ 500                         | \$ 500               | \$ 500            | 0                                  |
| Other Charges             | 773,130           | 803,276                 | 803,276                        | 846,653              | 846,653           | 43,377                             |
| <b>Total</b>              | <b>\$ 773,630</b> | <b>\$ 803,776</b>       | <b>\$ 803,776</b>              | <b>\$ 847,153</b>    | <b>\$ 847,153</b> | <b>43,377</b>                      |
| Increase Reserve          | 0                 | 4,406                   | 4,406                          | 0                    | 0                 | (4,406)                            |
| <b>Total Requirements</b> | <b>\$ 773,630</b> | <b>\$ 808,182</b>       | <b>\$ 808,182</b>              | <b>\$ 847,153</b>    | <b>\$ 847,153</b> | <b>38,971</b>                      |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                    |
| Fund Balance Avail.       | \$ 2,060          | \$ 4,406                | \$ 4,406                       | (3,454)              | (3,454)           | (7,860)                            |
| Cancel Reserve            | 5,831             |                         |                                | 2,898                | 2,898             | 2,898                              |
| Revenues                  | 770,145           | 803,776                 | 800,322                        | 847,709              | 847,709           | 43,933                             |
| <b>Total</b>              | <b>\$ 778,036</b> | <b>\$ 808,182</b>       | <b>\$ 804,728</b>              | <b>\$ 847,153</b>    | <b>\$ 847,153</b> | <b>38,971</b>                      |

#### 2002-03 RECOMMENDED BUDGET

County Service Area (CSA) 48 was established to finance costs of fire protection in the unincorporated areas of the County which are not within the boundaries of autonomous fire districts. The recommended 2002-03 budget for County Service Area 48 provides \$846,653 to the County Fire Department. Revenues to CSA #48 are derived from service charges and interest earnings.

**CSA #4 - Pajaro Dunes**  
**Steve Wert, Fire Marshal**  
Index Number: 304300

Fund: Special District  
Function: Public Protection  
Activity: Fire Protection

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|------------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                    |
| Salaries & Benefits       | \$ 26,683         | \$ 46,290               | \$ 29,800                      | \$ 49,993            | \$ 49,993         | \$ 3,703                           |
| Services & Supplies       | 438,388           | 490,166                 | 469,370                        | 580,528              | 583,668           | 93,502                             |
| Other Charges             | 14,816            | 15,370                  | 13,026                         | 15,370               | 15,370            | 0                                  |
| Fixed Assets              | 64,773            | 31,675                  | 29,268                         | 31,050               | 31,050            | (625)                              |
| <b>Total</b>              | <b>\$544,660</b>  | <b>\$ 583,501</b>       | <b>\$ 541,464</b>              | <b>\$ 676,941</b>    | <b>\$ 680,081</b> | <b>\$ 96,580</b>                   |
| <b>Increase Reserves</b>  | <b>67,577</b>     |                         |                                |                      | <b>\$</b>         | <b>0</b>                           |
| <b>Total Requirements</b> | <b>\$612,237</b>  | <b>\$ 583,501</b>       | <b>\$ 541,464</b>              | <b>\$ 676,941</b>    | <b>\$ 680,081</b> | <b>\$ 96,580</b>                   |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                    |
| Fund Balance Avail.       | \$137,205         | \$ 78,921               | \$ 78,921                      | \$ 97,191            | \$ 97,191         | \$ 18,270                          |
| Cancel Reserve            |                   | 1,602                   | 1,602                          | 6,998                | 6,998             | 5,396                              |
| Other Revenues            | 553,951           | 502,978                 | 558,132                        | 575,892              | 575,892           | 72,914                             |
| <b>Total</b>              | <b>\$691,156</b>  | <b>\$ 583,501</b>       | <b>\$ 638,655</b>              | <b>\$ 680,081</b>    | <b>\$ 680,081</b> | <b>\$ 96,580</b>                   |

The County provides fire protection for Pajaro Dunes as a discretionary function through a contract with the California Department of Forestry and Fire Protection (CDF). The fire station at Pajaro Dunes is financed by County Service Area #4. Paid CDF fire fighters are supplemented by paid extra help and volunteers.

#### 2002-03 RECOMMENDED BUDGET

The recommended budget provides for an increase of \$96,580 in expenditures and an increase of \$72,914 in revenues. Available financing and total requirements equal \$680,081.

#### Expenditures

The recommended \$3,703 increase for salaries and benefits provides night coverage at the fire station and training of volunteers.

The \$93,502 increase in services and supplies reflects the following changes:

- An increase of \$6,000 in structural maintenance which will provide for the removal of an underground tank.
- An increase of \$37,553 in professional and special services which is the result of increases in the CDF contract. Of this, \$17,000 is recommended to increase the overtime budget within the contract.
- An increase of \$25,000 in special district expenses to replace fire equipment and to paint two engines.
- an increase of \$18,000 in utilities to pay prior billings which were not charged by PG&E.

The \$15,370 budgeted in other charges reflects the principle and interest payments for a fire engine purchased in 1997.

The \$31,050 recommended in fixed assets will allow for the purchase of various equipment.

The table below provides the fixed asset detail recommended for budget index 304300.

| Budget Index<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description                              | Recommended<br>Amount |
|--------------------------------|----------|----------------------------|--|-----------------------|
| 30430018404                    | 1        | N                          | 100 Watt light generator                 | \$ 1,600              |
| 30430018404                    | 1        | N                          | Exhaust system for apparatus room        | \$ 15,000             |
| 30340018404                    | 1        | N                          | Self spotting weight machine             | \$ 1,850              |
| 30340018404                    | 1        | N                          | Treadmill                                | \$ 1,800              |
| 30340018404                    | 1        | N                          | Extractor (washing machine for turnouts) | \$ 8,800              |
| 30340018404                    | 1        | R                          | Computer                                 | \$ 2,000              |
| <b>Total</b>                   |          |                            |  | <b>\$ 31,050</b>      |

### Revenue

Recommended property tax and other revenues total \$575,892, an increase of \$72,914.

Recommended revenues include a benefit assessment based on assigning fee units to each type of land use in the service area, depending on the "fire flow" requirements for that type of use and the concomitant fire department resources required to provide fire protection. By a vote of the property owners in the election held in June 1997, fees are allowed to increase in accordance with the increase in the Consumer Price Index.

Because the reserves provided for in this budget do not necessitate an increase in fees for 2002-03, fees will remain unchanged at \$134.93 per fire flow unit. Single family dwellings are charged two fire flow units, and therefore will continue to be charged \$269.86 *for* fire protection.



**GRAND JURY**  
**Presiding Judge for the Grand Jury:**  
**Judge Art Danner III**  
Unit Number: 351000

Fund: General  
Function: Public Protection  
Activity: Judicial

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| <b>Services &amp; Supplies</b>  | 50,892            | 104,034                 | 69,154                         | 67,984               | 58,756               | (45,278)                           |
| <b>TOTAL EXPEND</b>             | \$ 50,892         | \$ 104,034              | \$ 69,154                      | \$ 67,984            | \$ 58,756            | (45,278)                           |
| <b>Less: Revenue</b>            | \$ 0              | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                 | 0                                  |
| <b>NET COUNTY COST</b>          | \$ 50,892         | \$ 104,034              | \$ 69,154                      | \$ 67,984            | \$ 58,756            | (45,278)                           |

The Grand Jury is an independent body with primary responsibilities to perform an oversight function for local governments, including cities, joint power agencies, special districts, and redevelopment agencies. According to Sections 25253 and 27100 of the Government Code, all County funds and Special District funds under the Board of Supervisors are audited yearly by the Grand Jury. The Auditor-Controller's budget provides for a contract with an independent audit service for this purpose.

#### 2002-03 RECOMMENDED BUDGET

The recommended budget provides for a \$45,278 decrease in Net County Cost.

A reduction of \$983 is recommended for telephone charges in accordance with past usage. A \$450 reduction in maintenance charges reflects current ISD charges for personal computer and printer maintenance. Reductions are recommended in the forms and supplies accounts due to the County's fiscal constraints. The \$40,944 decrease in the data processing account corrects an Auditor's data input error in the 2001-02 Allow column. The professional and special services account provides for reimbursement of services provided by the Superior Court to the Grand Jury. This reduction is recommended to reflect the reimbursement levels of the past three years. The County Administrative Office will continue to provide central office assistance and budgetary guidance to the Grand Jury as necessary. The recommended budget provides for per diem reimbursement for members of the Grand Jury in accordance with the policy approved by the Board of Supervisors on November 12, 1997, and provides for the mileage rate of \$.31 which was approved by the Board during the 2000-2001 budget hearings. In addition, funding is included in the recommended education and travel accounts to allow jurors to attend the California Grand Jury Association's training seminar.

Grand Jury reports are available on the County's web page and at local libraries. The County Administrative Office will work with the Grand Jury in 2002-03 to ensure that the Annual Reports are widely available to the community without exceeding approved allocations.



**HEALTH SERVICES AGENCY**  
**Rama Khalsa, Agency Administrator**

Fund: General  
Function: Health and Sanitation  
Activity: Health

| Financing Use<br>Classification | Actual<br>2000-01    | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|----------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 32,049,508        | \$ 38,179,508           | \$ 36,587,618                  | \$ 39,406,158        | \$ 37,189,178        | (990,332)                          |
| Services & Supplies             | 32,823,609           | 37,825,779              | 38,722,412                     | 38,642,455           | 36,220,066           | (1,605,713)                        |
| Other Charges                   | 24,365,876           | 26,377,927              | 26,793,741                     | 27,160,868           | 27,186,349           | 808,422                            |
| Fixed Assets                    | 242,495              | 205,849                 | 170,187                        | 44,362               | 0                    | (205,849)                          |
| Intra-Fund Charges              | (12,298,426)         | (14,935,096)            | (14,744,425)                   | (15,320,787)         | (14,926,411)         | 8,685                              |
| <b>TOTAL EXPEND</b>             | <b>\$ 77,183,068</b> | <b>\$ 87,653,961</b>    | <b>\$ 87,529,531</b>           | <b>\$ 89,933,058</b> | <b>\$ 85,669,178</b> | <b>(1,984,787)</b>                 |
| Less: Revenue                   | \$ 63,703,678        | \$ 71,347,048           | \$ 71,712,281                  | \$ 72,037,536        | \$ 71,556,406        | 209,362                            |
| <b>NET COUNTY COST</b>          | <b>\$ 13,479,390</b> | <b>\$ 16,306,913</b>    | <b>\$ 15,817,250</b>           | <b>\$ 17,895,522</b> | <b>\$ 14,112,772</b> | <b>(2,194,149)</b>                 |
| Positions                       |                      | 607.41                  | 605.85                         | 607.25               | 571.25               | (36.16)                            |

The Health Services Agency (HSA) provides administrative direction for an array of programs designed to protect the health of the community. HSA provides public health, mental health, primary care, emergency medical services, indigent care and substance abuse services to persons who cannot obtain care and/or require specialized treatment. Services are organized into several major program areas: Public Health; Outpatient Medical Clinics; Detention Health; Mental Health and Substance Abuse; MediCruz (indigent Medical Care); and Agency Administration. HSA also provides policy, planning and advocacy leadership to promote and protect local public health.

**2002-03 RECOMMENDED BUDGET**

The recommended HSA budget includes 16% county general fund dollars and 84% State, Federal, grant and other dollars. The recommended budget for 2002-03 provides for a \$1,984,787 decrease in total expenditures and a \$2,194,149 decrease in county general funds.

**Program Expenditures**

The largest single expense in the HSA budget is the cost of personnel. The proposed budget includes a reduction in salaries and benefits totaling \$990,332 due to the deletion of 36.16 FTE positions which are partially offset by negotiated increases for agency staff.

The second largest expense in the HSA budget is the cost of treatment and prevention services provided by contracted non-profit agencies. Significant contract reductions have been made this fiscal year due to the impact of reduced county general funds and state funds available for HSA programs. Twenty-six community-based organizations providing health services were reduced a total of \$817,473. Reductions ranged from 1% to 37% of funding based on the nature of the

services were to the health safety net, mandates, and matching state and federal funds: These services in the health care continuum and are integrated with programs directly operated by the County. Emergency room and hospital impacts are a grave concern at this time. Both County and contractor reductions could create more problems in the Emergency Departments of both hospitals. Increased hospital costs to MediCruz and the Mental Health Plan could result in additional costs that are not included in the proposed budget. Management of care, in the context of fewer treatment options and less support, will be very challenging.

In addition, the budget includes additional state or federally mandated cost increases to address federal requirements for billing and financial accounting, pharmacy and related medical equipment and testing, mental health special education mandates, Proposition 36 alcohol and drug treatment programs, and required energy, repair, and facility maintenance costs. Totaling \$3.6 million.

### Revenues

The proposed budget addresses impacts from reduced county general funds (which decreased from 19% of the HSA 2001-02 budget to 16% of the HSA 2002-03 budget), and some anticipated State and Federal reductions. In addition, there is a reduction associated with Detention Health Jail Services. Revenue increases are generally attributable to improved Realignment sales tax and Vehicle License Fee funds, new grants, Proposition 36 revenues, and re-direction of clinical services to high-risk Medical and Healthy Families patients.

### Mid Year Revenue Reductions

In addition to the \$2,194,149 reduction in County general funds and the anticipated \$426,883 reduction in State program funding, there were mid-year reductions in Federally Qualified Health Center (FQHC) rates which created a **\$1.2** million dollar loss in 2001-02 and an estimated loss of \$1.5 million for 2002-03. Revenues were lost in mental health and the primary care clinics when the state moved from cost reimbursement to fixed rates. Medicare also implemented a 5.5% reduction in reimbursement for physician services. Finally, the Alcohol and Drug Program experienced mid-year reductions in a number of allocations for youth and adult treatment.

### State Budget Uncertainties

The proposed budget anticipates significant loss of State revenues throughout HSA. Contractors have also been notified that additional reductions are likely in their programs as well. As stated previously, State and Federal funding sources constitute **84%** of HSA's budget. Specific State budget proposals will not be made until mid-May while final Legislative approval is scheduled for June 30<sup>th</sup>. As a result, a Supplemental Report may be provided to your Board to address State budget issues.

### PROGRAM IMPACTS

The recommended budget for HSA incorporates a reduction in County funds as well as increased costs for negotiated salary levels, overhead, pharmacy, medical treatment costs, rent and utilities, energy and miscellaneous health inflation items as well as the revenues losses identified above. The compounding effect of cost increases and multiple revenue reductions results in significant

service and program reductions throughout the Department including the contract agencies. HSA approached this challenge using the following priorities:

- Protect the public's health against communicable disease and disasters.
- Ensure treatment access for individuals with life-threatening diseases.
- Ensure treatment access for high risk patients with disabilities and serious health problems who have no treatment alternatives.
- Maintain core service capacity for clients whenever possible.
- Fulfill grant and entitlement program requirements.
- Re-organize to expand Medical, Healthy Families, and Veterans Health benefits.
- Seek new revenues sources with community partners to maintain service capacity, whenever possible, even if re-organization and re-direction of services is needed to accomplish this.

There are many changes and reductions in services proposed in this budget. The major impacts are discussed below with details in the specific health divisions.

#### Personnel Reductions:

In total, there are 36.16 FTE deleted positions in the HSA budget.

#### Community Health Safety Net / Clinic-MediCruz Impacts:

Primary care and access to care is a vital part of health quality in the community. The Clinics and MediCruz Program have been struggling with fiscal shortfalls and ominous cost trends for several years. This year the compounding effects of rate reductions, rising health costs and increased caseloads have forced significant changes to the Program. The mission of these two services will shift from providing services to all uninsured patients within income limits, to providing the most urgent health services to uninsured patients within income limits.

Due to significant financial problems in rates and medical inflation, a complete review was needed. The budget proposes that Clinics would operate and oversee MediCruz Primary Care Services including benefits and screening. The re-organized program would include expanded benefits advocacy, triage services of non-urgent conditions, and setting up stable treatment teams for ongoing patients. The MediCruz Program will continue to oversee indigent care in the hospitals, specialized testing, and specialist services. A medical necessity team, including members from community clinics and local hospitals, will review and prioritize requests for major hospital, testing and specialist care services within the available budget. Chronic conditions that are not life threatening would not be referred for hospital care and associated testing and consultation. If conditions are disabling and the individuals cannot work, the benefits staff will assist with an application for Social Security Disability and Medical coverage.

### Impacts from Clinics & MediCruz Reductions:

- Clinics will reduce physician visits for uninsured patients with low risk health issues by 15%.
- Closure of the Watsonville Pharmacy will require patients to go to other pharmacies in the Watsonville area or get their prescriptions from Santa Cruz Pharmacy by mail or next day delivery.
- Reduced MD and hospital treatment for uninsured patients with chronic conditions which are not life threatening, such as neck/back pain, skin problems, knee and joint problems, allergies, moderate obesity, anxiety disorders, colds and similar disorders.
- Because of cuts in a wide range of services, there will be increased pressure on emergency rooms and hospitals which could increase MediCruz and Mental Health costs when patients cannot access primary care.
- Delays in seeking care due to co-payments for visits similar to other safety net clinics, except for homeless clients.
- New county residents could not receive treatment from specialists or hospital care for the first six months of county residency. They would be eligible for primary care services.
- Reduced outside testing and specialist care for chronic medical conditions, such as lower back pain, that do not present emergency health risks for uninsured individuals.

### Mental Health and Alcohol & Drug Impacts:

The funding reductions in mental health and alcohol and drug services will impact the jail, juvenile hall, schools, residential care, inpatient care, vocational rehabilitation programs, day treatment services, outpatient therapy and case management, detox, and prenatal services. The reductions include both County and contract programs in Watsonville and Santa Cruz. Some of the most significant reductions are:

- Eliminate the evening Mental Health Crisis Program at El Dorado Center. This is the only alternative to Dominican Hospital open after hours for mental health emergencies. This Program has served 252 clients per year with crisis intervention treatment services.
- The Drug Court Program for addicted individuals will be reduced from 90 clients to 45 clients. This has been an extremely successful program, but the grant funding is expiring. Clients going without this program will have increased relapse and arrest rates.
- Addiction services will be reduced to individuals who do not qualify for Proposition 36 services (non-criminal populations). Outpatient and day treatment services will be reduced and serve 161 less patients next year. In addition, there will be 167 less patients who receive residential treatment and detox admissions.

- Jail mental health staffing will be reduced by 3 hours per day impacting access to treatment and evaluation services which may increase risk of unsafe behavior in Jail.
- Reduced outpatient, day treatment, sheltered vocational workshop, and case management services will impact individuals who have serious mental disorders, but do not have a Medical entitlement to care. Treatment sessions will be reduced by 1,400 visits. This will impact 409 individuals with serious mental disorders who will only get medication management services without any other supports. Increased community instability and safety issues could result.
- Without adequate access to support and community housing, severely disabled clients often become unstable and re-hospitalized, creating additional costs in the medical system.
- Administrative supports in billing and benefits advocacy are being eroded by reductions which will make it difficult to apply for new grants and implement the federal Health Insurance Portability & Accountability Act (HIPAA) mandate.

#### Public Health Impacts:

Public Health maintained most core functions but has made serious reductions in many services in the community provided by County public health staff and contract providers.

- Reduced Health Education on disease control that could increase community exposure (due to physicians not being aware of clinical symptoms).
- Reduced Teen Pregnancy Prevention Program will result in more pregnancies.
- Reduce the High-risk Infant Program by one third. Approximately 60 babies per year will not receive public health nursing services.
- Reduced health coordination, oversight, and education activity levels for high-risk diseases like HIV can result in increases in the spread of disease.
- Reduced public health and mental health services in the homeless program will reduce outreach, treatment, and case management services to 94 homeless clients. Without intervention, these clients often come to the attention of law enforcement and the hospital emergency departments.
- Reduced environmental health monitoring and follow-up in housing will impact management of neglected properties, lead paint contamination, and camps as well as the water program.
- Increased potential of disease transmission of HIV and Hepatitis C through reduced immunizations, outreach, case management, and treatment for HIV and other high-risk populations by Santa Cruz Aids Project and Needle Exchange Program.
- Weakened disease tracking and analysis due to loss of epidemiologist. This reduction increases the time where a disease may spread or not be tracked before detection.

- Reduced capacity to develop grants, track clinical outcomes, and provide data analysis for public health needs of the community.

Public Health has also been involved in extensive response and planning associated with bio-terrorism and disaster planning. Federal funds are anticipated sometime this year to assist with planning and infrastructure related to preparedness and monitoring. Regular reports will be provided to your Board on this topic.

#### Expanded Advocacy for Health Insurance:

Current studies indicate that one third of the uninsured are eligible for government sponsored health programs, but are not enrolled. For Santa Cruz, this means 14,000 people who are currently uninsured could have health coverage. HSA, at the Board's direction, will continue efforts with community partners to promote expansion of health insurance options for local citizens and their children. Current MediCruz patients will be the first priority for these efforts. County advocacy and enrollment will continue to involve community clinics, employers, insurers, state and federal policy makers, the Medical Society, the Central Coast Alliance for Health, health providers, and private foundations. Some of the goals for 2002-03 are:

- Improve enrollment in the Healthy Families and Medical Programs particularly for parents who are expected to become eligible this summer for Healthy Families.
- Advocate for improved state and federal rates for Medicare, Medical and Healthy Families.
- Obtain funding to study the profile of individuals without insurance within the County. Help identify lower-cost health options for small employers and agriculture.
- Partner with **HRA** and schools on new MediCal/Healthy Families enrollment through the School Lunch Program.
- Recommend specific legislation or programs to simplify the Medical Program, increase reimbursement, and expand benefits for uninsured populations.

Not only does this work benefit those without insurance, but it also helps our safety net health providers, Salud Para La Gente, Women's Health, Dientes and Planned Parenthood obtain additional revenues to continue their important work. The community safety net depends on all of the primary care access points being able to serve our current low income and uninsured patients.

#### Ambulance Services, Trauma, and Other Initiatives

Other major initiatives include the ambulance Request For Proposals and new trauma care grant in EMS services, as well as the major reorganization of resources and classifications in Environmental Health. Both of these initiatives are designed to improve public service and cost effectiveness.

## SUMMARY OF 2002-03 RECOMMENDED BUDGET

The following tables summarize adjustments in Net County Cost and Authorized Positions for each of the major divisions in the Health Services Agency for 2002-03. (Note: \$419,234 in Net County Cost and \$980,766 in Realignment was shifted from MediCruz to Clinics to create the new Clinics MediCruz Primary Care Program, which somewhat distorts the net reductions in those divisions.)

| <b>Net County Cost:</b>      | <b>Appropriated<br/>2001-02</b> | <b>Recommended<br/>2002-03</b> | <b>Change from 2001-<br/>02 Approp.</b> |
|------------------------------|---------------------------------|--------------------------------|---|
| Public Health                | \$2,555,879                     | \$2,188,467                    | (367,412)                               |
| Clinics                      | 2,244,105                       | 2,303,274                      | 59,169                                  |
| MediCruz                     | 2,274,858                       | 1,506,310                      | (768,548)                               |
| Mental Health                | 5,879,038                       | 5,132,977                      | (746,061)                               |
| Alcohol & Drug               | 1,472,480                       | 1,392,584                      | (79,896)                                |
| Detention Medical            | (1,579)                         | 0                              | 1,579                                   |
| Administration               | 395,691                         | 102,711                        | (292,980)                               |
| Realignment Match            | 1,486,445                       | 1,486,445                      | 0                                       |
|                              | <u>\$16,306,917</u>             | <u>\$14,112,768</u>            | <u>\$(2,194,149)</u>                    |
| <b>Authorized Positions:</b> |                                 |                                |   |
| Public Health                | 172.00                          | 164.70                         | (7.30)                                  |
| Clinics                      | 91.95                           | 87.20                          | (4.75)                                  |
| MediCruz                     | 21.50                           | 18.00                          | (3.50)                                  |
| Mental Health                | 213.91                          | 201.05                         | (12.86)                                 |
| Alcohol & Drug               | 22.00                           | 20.50                          | (1.50)                                  |
| Detention Medical            | 25.60                           | 22.35                          | (3.25)                                  |
| Administration               | 60.45                           | 57.45                          | (3.00)                                  |
|                              | <u>607.41</u>                   | <u>571.25</u>                  | <u>(36.16)</u>                          |

Details of the division changes will be addressed in each of those sections.

## Public Health

| Financing Use Classification | Actual<br>2000-01    | Appropriate<br>2001-02 | Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | FROM 2001-02 APPROP. |
|------------------------------|----------------------|------------------------|----------------------|----------------------|----------------------|----------------------|
| Salaries & Benefits          | \$ 9,452,686         | \$ 11,173,729          | \$ 10,760,151        | \$ 11,612,826        | \$ 11,047,289        | (126,440)            |
| Services & Supplies          | 3,487,678            | 3,592,101              | 3,874,788            | 3,589,209            | 3,593,885            | 1,784                |
| Other Charges                | 2,259,816            | 2,600,990              | 2,570,687            | 2,944,335            | 2,853,777            | 252,787              |
| Fixed Assets                 | 66,860               | 65,242                 | 38,580               | 44,362               | 0                    | (65,242)             |
| Intra-Fund Charges           | (545,789)            | (690,521)              | (640,254)            | (611,511)            | (666,631)            | 23,890               |
| <b>TOTAL EXPEND</b>          | <b>\$ 14,721,251</b> | <b>\$ 16,741,541</b>   | <b>\$ 16,603,952</b> | <b>\$ 17,579,221</b> | <b>\$ 16,828,320</b> | <b>86,779</b>        |
| Less: Revenue                | \$ 13,362,626        | \$ 14,185,662          | \$ 14,420,701        | \$ 14,507,122        | \$ 14,639,853        | 454,191              |
| <b>NET COUNTY COST</b>       | <b>\$ 1,358,625</b>  | <b>\$ 2,555,879</b>    | <b>\$ 2,183,251</b>  | <b>\$ 3,072,099</b>  | <b>\$ 2,188,467</b>  | <b>(367,412)</b>     |
| Positions                    |                      | 172.00                 | 174.45               | 175.95               | 164.70               | (7.30)               |

Public Health services are for the benefit and protection of the entire populace. Public Health services emphasize the prevention and control of disease through environmental health services, emergency medical services, surveillance and control of communicable diseases, health education, assistance to high risk populations, and provision of maternal and child health services. The events of September 11, 2001 and the subsequent Anthrax attacks in the United States have alerted the nation to the fact that a highly functioning public health system is essential for public safety. Increased funding for public health infrastructure has been recognized as an essential step in assuring protection of the public in the event of a biological, chemical or nuclear threat.

### 2002-03 RECOMMENDED BUDGET

#### Program Expenditures

Salaries and benefits for the Public Health Division reflect full-year funding of 164.7 FTE positions. There was staff added mid-year through grants. The recommended budget includes a 7.3 net decrease in FTEs. Service and supply expenditures were relatively flat. Other charges have increased due to reallocation of County and HSA overhead between the divisions, which is based upon a variety of factors such as total expenditures and positions.

#### Revenues

Revenue increases include the addition of several new grant programs: Hepatitis C Prevention and Control Project Grant; State Trauma Care Systems Plan Preparation and Implementation Grant; Public Health Bioterrorism Prevention and Response; Latino High Risk Initiative Program; and increased allocations to Immunization Assistance, TB services, CCS, and several AIDS Programs.

Anticipated state reductions are included in the budget in a variety of programs and revenues; however, the full impact of state reductions will not be known until a final budget is signed by the Governor, and more reductions may be forthcoming.

Environmental Health projects reductions in revenues from the water program as a result of both Water Quality and the Drinking Water Source Assessment grants ending in 2001-02. HSA is recommending a 5.4% increase in Environmental Health service fees based on the Annual Consumer Price Index. (Although the most recent CPI (February to February) is 1.8%, the annual average increase for this index for calendar year 2001 was 5.4%) This fee increase will offset some of the other reduced revenues. CSA 12 charges are unchanged from the 2001-02 levels.

## PROGRAM IMPACTS

### Public Health Administration

Public Health administrative support services are impacted through reductions to a variety of positions providing clerical, accounting, data and management services. The curtailment of administrative support services will impact the ability of the staff to produce reports and statistical documents critical for the planning and management of epidemiological events and disease prevention and control. Public Health, more than any other division of Health, has numerous complex, categorical grants. Administration coordinates the annual efforts to get new grants and meet the fiscal and clinical reporting requirements of the grants. These reductions will impact that capacity.

### Planning and Evaluation

The new Planning and Evaluation Unit recommended by the County Health Officer is still in the initial formation process. The required budget reductions have resulted in the deletion of a 0.60 FTE Epidemiologist position and 0.15 FTE Senior Health Services Manager. The reductions to these positions will impair HSA's capacity to analyze disease outbreaks and environmental hazards and reduce capacity to implement strategies to respond to bio-terrorism in the community. This Unit also does the analysis and planning for services to the uninsured. These reductions impact health planning and analysis of our health indicators for Santa Cruz County.

### Communicable Disease Control

The events of September 11, 2001 and the Anthrax attacks that followed have made a highly significant impact on the Unit. New State and Federal funds have been designated for local health departments to improve local disaster response. These funds will be available later in the year. The level of funding is still uncertain as well as the time frame for when the new funds will arrive. Disease surveillance and control are essential activities in community protection. Increased

training, investigation and response, laboratory capabilities, health alert technology, and community education will be required as a condition of receiving the new funds.

The proposed budget reductions include a deletion of a 0.60 FTE Program Coordinator and a 1.0 FTE Health Educator. The Program Coordinator was responsible for coordination of the TB control program and registry, liaison functions with physicians in the community and the clinics, as well as state and federal reporting. These functions will be shifted to field public health staff which will reduce time for clinical activities in teen parenting, disease management, and prenatal health promotion. The Health Educator provided community training and information on critical outbreaks, response protocols, and topics such as bioterrorism, TB, sexually transmitted diseases, and outbreaks such as that which occurred in a local nail salon.

The 2002-03 recommended budget includes funds for continuation of a Hepatitis C Screening and Hepatitis A & B Vaccination Program that has been conducted by the HIV Prevention Project for Injection Drug Users (HIPPIDU) Program. Hepatitis C is a major public health problem for the County. Continued efforts in screening, vaccination, and counseling services are critical to preventing the spread of this life-threatening disease. However, funding decreases have required a reduction of \$45,500 (\$25,500 to HIPPIDU and \$20,000 for vaccine) in the original funding for this service. Public Health is working with the contract staff to seek new revenue to keep the level of this important service intact; however, there is no assurance that this effort will be successful.

#### Family Health Services

Required budget reductions have resulted in the deletion of a vacant 1.0 FTE Public Health Nurse II position in the High Risk Infant Program. The remaining Public Health Nursing staff will not be able to accept all referrals for services to high-risk infants. It is anticipated that 60 requests for services will be denied annually as a result of this action. The impact of these reductions will be felt by Dominican's perinatal staff which was anticipating the use of these services for many of the babies in their new Level III Nursery.

#### Children's Medical Services

This Unit provides integrated medical services to children and their families including: California Children's Services, Medical Therapy, Child Health and Disability Prevention, Early Periodic Screening, Diagnosis and Treatment, and Childhood Lead Poisoning Prevention. Because this is a State entitlement program with a proposed state caseload increase, no state or local funds were reduced. The recommended budget includes the addition of 0.25 FTE to an existing Departmental Systems Analyst position in this Unit, who will provide grant related data services to other public health units.

The Child Health and Disability Prevention (CHDP) program provides mandated services that are supported by state and federal funds. The Governor's January budget included the elimination of the state and local CHDP programs with the intent to absorb the services into other existing state children's programs. Vigorous activity by child health advocates resulted in a modification of the

Governor's budget proposals to include a comprehensive effort to review all subsidized child health programs and develop an integrated system that would not leave former CHDP children without care. The funds were restored, and planning for a new system will occur in 2002-03.

#### Field Public Health Nursing Services

Field nurses provide home visits and other field contacts to persons who contract or have exposure to serious communicable diseases. These highly trained staff are essential to the County's plan for responding to bioterrorism. Additional training in 2002-03 will be required to improve the County's response capabilities. Hopefully, new federal funds will be forthcoming to assist the County in meeting these new expectations.

#### Community Health and Prevention Programs

This program provides important community health services including prevention of HIV/AIDS. The department staff work closely with their community partners, including the Santa Cruz AIDS Project (SCAP). Funding limitations have required that a long-standing subsidy to SCAP be reduced by \$18,000. This will create a significant hardship for SCAP, and they will be forced to increase private fund-raising efforts. Required budget reductions have resulted in the deletion of a 0.15 FTE Public Health Nurse III position and a vacant 0.50 FTE Senior Mental Health Client Specialist position in the Homeless Persons Health Project that provide outreach and medical services to high-risk homeless youth and young adults. The Homeless Youth Program insures that homeless, runaway, and street-linked youth receive outreach, counseling, and case management services with the goal of finding safe, stable housing and primary care health services for them. This group is at high risk for pregnancy, drug addiction, prostitution, HIV, and criminal involvement.

#### Environmental Health

Environmental Health services cover a broad spectrum of responsibilities mainly directed at prevention and protection of public health and the environment with the majority of funding from service fees and County Service Area (CSA) 12. Many of the Programs are regulatory in nature from both State/Federal mandates and locally justifiable ordinances. The major programs in this unit include regulatory oversight of retail food facilities, public pools and spas, organized camps, housing, medical waste, small public water systems, individual water systems, well construction, individual sewage disposal, hazardous material/waste facilities, and garbage complaints. Other programs that provide water quality surveillance are public beach monitoring and advisory postings (ocean and fresh water), cleanup oversight of sites where hazardous materials have been released into the soil, monitoring of watersheds and the operation of the County Water Quality Laboratory. Environmental Health also provides emergency response services to incidents of hazardous material releases, acts of terrorism, restaurant fires, sewage spills, and other miscellaneous risks to public health and the environment.

The requests for Environmental Health services by the public have remained constant throughout the economic downturn. A proposed reorganization within Environmental Health will create an improved structure for service delivery and shifting workloads. It will also consolidate emergency response functions and provide enhanced clerical support services including the recommended addition of a 0.50 FTE Senior Case Data Clerk position. Funds are included in the budget for this reorganization and related classification studies.

The required budget reductions have resulted in the deletion of a 1.0 FTE Environmental Health Aide position and a vacant 1.0 FTE Environmental Health Specialist position in the housing program. The deletion of the housing position will impact the department's ability to respond proactively to a large inventory of complaint cases and delay staff's ability to expand expertise in this field including mold, childhood lead exposure, and other public health nuisances. The deletion of the Health Aide Position will derail completion of the Program for drinking water source protection, and oversight on compromised water systems.

#### Emergency Medical Services

The EMS Program has the primary responsibility for administration of emergency medical services in the county and is designated pursuant to Chapter 4 (commencing with Section 1797.200) of the Health And Safety Code, Division 2.5. The EMS Program plans, implements, and evaluates the emergency medical services system, which is an organized pattern of readiness and response services based on public and private agreements, operational procedures, and ordinances. The EMS program is responsible for the implementation of advanced life support and trauma programs, and for training programs at the Emergency Medical Technician-1 (EMT-1) and Emergency Medical Technician-Paramedic (EMT-P) levels. The EMS Program also has a major role in disaster planning and response. The goal of the EMS Program is to assure cost-effective, high quality, coordinated emergency medical services and disaster response for the public. Additional planned activities for the upcoming fiscal year include the receipt of bids and negotiation of a contract for emergency ambulance services. The EMS Program will also develop and implement a trauma system with grant funding from the State Emergency Medical Services Authority from April 1, 2002 through December 31, 2003.

There are no recommended reductions in the **EMS** budget.

# PUBLIC HEALTH STAFFING

| POSITION                      | Salary<br>Range | 2001/02<br>Allowed | Mid Year<br>Change | 2001/02<br>Total | 2002/03<br>Request | 2002/03<br>Recomm. | Recomm.<br>Change |
|-------------------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|-------------------|
| CHF OF PUBLIC HEALTH          | 9A              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| MED SVCS DIR-HLTH OFF         | 1A              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| DIR OF ENVIRON HEALTH         | OA              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| SR HEALTH SVCS MGR            | W2              | 4.00               |                    | 4.00             | 4.00               | 3.85               | (0.15)            |
| HEALTH SVCS MGR               | VE              | 5.80               | 1.00               | 6.80             | 6.80               | 6.80               | 1.00              |
| SUPVG THERAPIST PH            | A4              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| ENVIRON HLTH-PROG MGR         | A1              | 3.00               | 1.00               | 4.00             | 4.00               | 4.00               | 1.00              |
| PRIN ENVIRONHEALTHCOOR        | D7              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| DEPTL ADMIN ANALYST           |                 | 0.00               |                    | 0.00             | 1.00               | 1.00               | 1.00              |
| SR DEPTL ADMIN ANALYST        | LL              | 2.00               |                    | 2.00             | 2.00               | 2.00               |                   |
| DEPTL SYSTEMS ANALYST         | KF              | 1.75               |                    | 1.75             | 1.75               | 2.00               | 0.25              |
| TYPIST CLERK II,I             | J8              | 8.00               |                    | 8.00             | 8.00               | 7.50               | (0.50)            |
| TYPIST CLERK III              | J9              | 11.00              |                    | 11.00            | 11.00              | 8.50               | (2.50)            |
| CLERICAL SUPVR II             | PD              | 2.00               |                    | 2.00             | 2.00               | 2.00               |                   |
| ACCOUNT CLERK                 | BB              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| SR ACCOUNT CLERK              | FH              | 2.00               |                    | 2.00             | 2.00               | 2.00               |                   |
| SR ACCOUNTING TECH            | JL              | 1.00               |                    | 1.00             | 0.00               | 0.00               | (1.00)            |
| EPIDEMIOLOGIST                | XB              | 1.35               |                    | 1.35             | 1.35               | 0.75               | (0.60)            |
| SR HEALTH EDUCATOR            | x2              | 3.00               | (1.00)             | 2.00             | 2.00               | 3.00               |                   |
| HEALTH EDUCATOR               | H3              | 4.25               | 1.20               | 5.45             | 5.45               | 4.45               | 0.20              |
| COMMUNITY HLTH WKR II         | K7              | 6.00               |                    | 6.00             | 6.00               | 6.00               |                   |
| HEALTH PROGRAM SPEC           | PA              | 10.00              | (1.50)             | 8.50             | 9.00               | 8.00               | (2.00)            |
| DETENTION REG NURSE           | CY              | 0.75               |                    | 0.75             | 0.75               | 0.75               |                   |
| CLINIC NURSE I/II/LVN         | WA              | 0.90               |                    | 0.90             | 0.90               | 0.90               |                   |
| PUB HLTH NURSE II/I           | VK              | 29.05              | 2.00               | 31.05            | 31.05              | 30.05              | 1.00              |
| PUBLIC HEALTH NURSE III       | VH              | 5.60               |                    | 5.60             | 5.60               | 5.45               | (0.15)            |
| THERAPIST-PHYS DISABLED       | F5              | 8.75               |                    | 8.75             | 8.75               | 8.75               |                   |
| CAL CHILD SVC SPECCLST        | MD              | 5.00               |                    | 5.00             | 5.00               | 5.00               |                   |
| SR/JR MH CLIENT SPEC          | DB              | 6.55               | 0.75               | 7.30             | 7.30               | 6.80               | 0.25              |
| SR SOCIAL WORKER              | H4              | 0.75               | 1.00               | 1.75             | 1.75               | 1.75               | 1.00              |
| ENVIRON HLTH AIDE             | KG              | 3.00               |                    | 3.00             | 3.00               | 2.00               | (1.00)            |
| WASTEWATER DISP TECH          | JI              | 2.00               |                    | 2.00             | 2.00               | 2.00               |                   |
| ENVIRON HLTH SPEC             | XK              | 8.00               |                    | 8.00             | 8.00               | 7.00               | (1.00)            |
| SR ENVIRON HLTH SPEC          | H8              | 12.00              |                    | 12.00            | 12.00              | 12.00              |                   |
| WATER QUALITY SPEC            | E9              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| WATER QUALITY CHEMIST         | A8              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| RESOURCE PLANNER IV           | TH              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| ADMIN AIDE                    | MM              | 3.00               |                    | 3.00             | 3.00               | 4.00               | 1.00              |
| PROGRAM COORDINATOR           | BV              | 6.50               |                    | 6.50             | 7.50               | 3.90               | (2.60)            |
| DEPTL DP COORDINATOR          | XE              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| EMERG MEDICAL SVS MG          |                 | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| DEPT'L INFO SYS ANALYST       | XM              | 2.00               |                    | 2.00             | 1.50               | 1.00               | (1.00)            |
| SUPRV ENVIRON HLTH SPEC       |                 | 2.00               | (2.00)             | 0.00             | 0.00               | 0.00               | (2.00)            |
| SRCASEDATA CLERK              |                 | 0.00               |                    | 0.00             | 0.00               | 0.50               | 0.50              |
| SR DEPT'L INFO SYS<br>ANALYST |                 | 0.00               |                    | 0.00             | 0.50               | 0.00               |                   |
| Total                         |                 | 172.00             | 2.45               | 174.45           | 175.95             | 164.70             | (7.30)            |

## Outpatient Medical Clinics

| Financing Use Classification | Actual<br>2000-01    | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-02 APPROP. |
|------------------------------|----------------------|-------------------------|--------------------------------|----------------------|----------------------|--------------------------------|
| Salaries & Benefits          | \$ 6,384,673         | \$ 5,657,617            | \$ 5,237,953                   | \$ 5,721,454         | \$ 5,406,205         | \$ (251,412)                   |
| Services & Supplies          | 5,191,978            | 5,397,201               | 5,261,447                      | 5,794,800            | 4,084,820            | (1,312,381)                    |
| Other Charges                | 1,937,951            | 2,283,844               | 2,300,453                      | 2,329,401            | 2,392,758            | 108,914                        |
| Fixed Assets                 | 51,064               | 26,672                  | 17,672                         | 0                    | 0                    | (26,672)                       |
| Intra-Fund Charges           | (2,423,409)          | (255,000)               | (255,000)                      | (265,000)            | (265,000)            | (10,000)                       |
| <b>TOTAL EXPEND</b>          | <b>\$ 11,142,257</b> | <b>\$ 13,110,334</b>    | <b>\$ 12,562,525</b>           | <b>\$ 13,580,655</b> | <b>\$ 11,618,783</b> | <b>\$ (1,491,551)</b>          |
| Less: Revenue                | \$ 8,458,472         | \$ 10,866,229           | \$ 10,010,122                  | \$ 9,764,906         | \$ 9,315,509         | \$ (1,550,720)                 |
| <b>NET COUNTY COST</b>       | <b>\$ 2,683,785</b>  | <b>\$ 2,244,105</b>     | <b>\$ 2,552,403</b>            | <b>\$ 3,815,749</b>  | <b>\$ 2,303,274</b>  | <b>\$ 59,169</b>               |
| Positions                    |                      | 91.95                   | 90.45                          | 91.00                | 87.20                | (4.75)                         |

The County's Outpatient Medical Clinics protect the health of individuals and the community through a coordinated health care delivery network offering primary care, public health linked treatment programs and ancillary support services. HSA operates Clinics in Santa Cruz and in Watsonville that provide services to individuals and families who are among the poorest and neediest members of the community. Many of these persons, because of mental illness, substance abuse and/or homelessness, cannot access mainstream medical care in the community and present with very complex medical problems.

### 2002-03 RECOMMENDED BUDGET

The recommended budget for 2002-03 provides for a \$1,491,551 decrease in total expenditures, a decrease of \$1,550,720 in total revenues, and a \$59,169 increase in net county costs. This budget reflects substantial program redesign as compared with the program and budget from the 2001-02 fiscal year.

### Program Expenditures

The two largest expenditure items in the Clinic budget are salaries and pharmaceutical costs. This year the Clinics were challenged to fund existing positions, escalating pharmacy costs and maintain essential primary care services, while experiencing a significant decrease in state and local revenues. The 2002-03 budget request provides for a decrease of 4.75 positions out of 91.00 positions. The position reductions include 1.0 FTE Departmental Administrative Analyst, 1.0 FTE Administrative Aide, 1.0 FTE Physician, 1.0 FTE Pharmacist, 1.0 FTE Pharmacy Technician, and 0.5 FTE Clerk III. There also are transfers of 0.75 FTE Physicians Assistants from Detention Medical and addition of a 1.0 FTE Mental Health System Application Analyst. The position changes relate to proposed consolidation in pharmacy supports to primary care, reductions in administrative and managerial support, reduced clinical capacity until new revenues can be

identified, transfers of clinical staffing from the Detention Health budget to reduce county costs to the Sheriff's Department and computer enhancements to address HIPAA mandates and computer software to improve billing.

Reductions were also made in the level of budgeted pharmaceutical costs. The recommended budget proposes several methods for containing the escalating pharmacy budget. First, it is recommended that the pharmacy services for the County will be consolidated again into one site at Emeline. Closing the Watsonville pharmacy will save on personnel, space, utilities and equipment costs. The Watsonville clinic serves 1,500 Medical patients and approximately 500 uninsured patients. The other populations served in Watsonville are family planning clients covered by the state funded Family Pact Program and CHDP (Childhood Health and Disability Prevention) clients covered by state CHDP. The 1,500 patients with Medical have a right to use any community pharmacy including a private pharmacy across the street from the clinic.

The priority for the county pharmacy will be to provide medication to individuals who are uninsured and who have no other pharmacy options for low cost medications. Prescriptions for uninsured patients from Watsonville can be faxed to the Emeline pharmacy and mailed to patients. Patients may not be able to wait 2-4 days for mailed medications. Emergency medication purchase arrangements have existed with a number of local Watsonville pharmacies for mental health clinics, which will be expanded for use by outpatient clinics' clients. This allows medication, which must be started immediately, to be obtained at a variety of Watsonville pharmacies when urgent. HSA prefers to use its central pharmacy whenever possible because of public health pricing which is much lower than retail. As of July, 2002, when Salud Para La Gente is scheduled to open a pharmacy, there will still be one pharmacy with public health prices for medications in the Watsonville area.

### Revenues

Clinics experienced a decrease in FQHC Medical reimbursement under a prospective payment policy implemented by the State effective July 2001 ending cost-based reimbursement. The budget for 2002-03 provides for \$4,032,740 in Medical revenue. This is \$188,713 less than was budgeted in 2001-02. This level of Medical is dependent upon success in expanding health benefits for approximately 10% of the uninsured clients and outreach to at-risk populations. At the same time, patient demand for services has exceeded available funds for individuals who are uninsured.

In the proposed budget, MediCruz (the County indigent program) transfers funding to the Clinics for primary care including pharmacy, lab, and xray. This level of funding for primary care has been fixed for the past 6 years due to state reductions in the indigent program. This will become a permanent transfer between these 2 divisions in this budget, reallocating \$980,766 in Realignment revenue and \$419,234 in county general funds from MediCruz to Clinics.

To meet the growing demand for services by individuals who are uninsured, Clinics is trying to develop new revenue sources with grants, Medical administrative claiming, and Healthy Family Adult benefits if approved by the legislature. Several grants have been developed this year that would expand services and capacity in partnership with the community clinics. A structural re-

evaluation of core services, benefits advocacy, and critical patient needs was done to recommend this budget and to ensure the most vital services within the limited revenues available.

### PROGRAM IMPACTS

HSA, with Clinic staff and community stakeholders, has worked this past year to redesign current services to reduce impacts on services caused by medical inflation and lost revenues from several programs. The County Clinics have been working with other community clinics to design the best possible medical safety net for all uninsured patients who are critically ill with no alternatives for care. The proposed 2002-03 budget reflects a structurally redesigned County Clinic that provides for a blend of enhanced emphasis and activity in securing patients health benefits, implementing efficiencies of service, new quality of care recommendations, some service reductions based on triage and evaluation of type of medical problems, and some service expansions to high risk underserved populations.

Patients will be assigned to primary care treatment teams for continuity of care who will develop therapeutic relationships to help chronic patients manage their illnesses. Patients will be assigned to primary care treatment teams to enhance continuity of care and support systems in public health programs such as the HIV Care team. Teams with stable patient caseloads can develop in depth therapeutic relationships to help chronic patients manage their illnesses. Services for the uninsured will be managed with a sliding scale/copayment similar to other community clinics, but lower in cost. Homeless clients serviced by the Homeless Persons Help Project will not be subject to these co-pays, but staff will be asked to focus more on disability benefits and Medical for patients with serious illnesses.

County clinics will become centers for health benefits advocacy in collaboration with HRA. Services will be re-designed to enhance benefit advocacy and take advantage of new healthy family benefits, VA services, and Medical benefits for breast and cervical cancer. Clinics will also pursue claiming new funds for Medical Administrative Activities as well as grant funding.

Clinics will be responsible for MediCruz Primary Care including benefits advocacy, assessment, triage, and medical care. MediCruz hospital and specialist care is being restructured to direct this resource to patients with the most significant and treatable medical conditions. There will be ongoing collaboration with all safety net providers including hospitals and clinics to insure these transitions are implemented in the best manner possible for good patient care. Planning for services as a collaborative will enhance the communities success in accessing critical care.

# CLINIC STAFFING

| POSITION                | Salary<br>Range | 2001/02<br>Allowed | Mid Year<br>Change | 2001/02<br>Total | 2002/03<br>Request | 2002/03<br>Recomm. | Recomm.<br>Change |
|-------------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|-------------------|
| CHIEF CLINIC SERVICES   | 9A              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| DIR OF LABRATORY SVCS   | AF              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| CHF PHARMACIST          | NW              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| MED DIR - HS CLINICS    | DV              | 2.00               |                    | 2.00             | 2.00               | 2.00               |                   |
| DEPTL ADMIN ANALYST     | PM              | 2.00               |                    | 2.00             | 2.00               | 1.00               | (1.00)            |
| SR. DEPTL ADMIN ANALYS  | LL              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| HEALTH CENTER MGR       | B1              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| CLERK II                | KB              | 2.00               |                    | 2.00             | 2.00               | 2.00               |                   |
| CLERK III SUPERVISORY   | CL              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| CLERK III               | KW              | 10.50              |                    | 10.50            | 10.50              | 10.00              | (0.50)            |
| TYPIST CLERK II,I       | J8              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| TYPIST CLERK III        | J9              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| DIVISION SECRETARY      | BX              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| SR RECEPTIONIST         | KX              | 2.00               |                    | 2.00             | 2.00               | 2.00               |                   |
| ACCOUNT CLERK           | BB              | 2.50               | (1.00)             | 1.50             | 1.50               | 1.50               | (1.00)            |
| SR ACCOUNT CLERK        | FH              | 6.00               | 1.00               | 7.00             | 7.00               | 7.00               | 1.00              |
| ACCOUNTING TECHNICIAN   | ER              | 3.00               |                    | 3.00             | 3.00               | 3.00               |                   |
| LABORATORY ASSISTANT    | JF              | 3.00               |                    | 3.00             | 3.00               | 3.00               |                   |
| LAB TECHNICIAN          | EM              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| CLINICAL LAB TECH       | A8              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| PUB HLTH MICROBIOLOGIS  | A9              | 3.00               |                    | 3.00             | 3.00               | 3.00               |                   |
| SR PUB HLTH MICROBIOLG  | XP              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| RAD TECHNOLOGIST        | AJ              | 0.70               |                    | 0.70             | 0.70               | 0.70               |                   |
| CHF RAD TECHNOLOGIST    | F7              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| PHARMACY TECHNICIAN     | FB              | 4.00               |                    | 4.00             | 4.00               | 3.00               | (1.00)            |
| PHARMACIST              | C9              | 2.00               |                    | 2.00             | 2.00               | 1.00               | (1.00)            |
| COMMUNITY HLTH WKR II   | K7              | 5.75               |                    | 5.75             | 5.75               | 5.75               |                   |
| MEDICAL ASSISTANT       | GW              | 4.50               |                    | 4.50             | 4.50               | 4.50               |                   |
| CLINIC NURSE I/II/LVN   | WW              | 3.50               |                    | 3.50             | 3.50               | 3.50               |                   |
| CLINIC NURSE III        | N8              | 3.00               |                    | 3.00             | 3.00               | 3.00               |                   |
| PUB HLTH NURSE II/I     | WA              | 3.70               |                    | 3.70             | 3.70               | 3.70               |                   |
| PUBLIC HEALTH NURSE III | N8              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| PHYS ASST/NURSE PRACT   | BA              | 2.00               |                    | 2.00             | 2.75               | 2.75               | 0.75              |
| CLINIC PHYSICIAN-HSA    | G9              | 6.80               | (0.50)             | 6.30             | 6.10               | 5.80               | (1.00)            |
| DEPTL DP COORDINATOR    | XE              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| DEPTL INFO SYS ANALYST  | XM              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| ADMIN SVS OFFICER I     | N4              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| MEDICAL RECORDS ANALYST |                 | 1.00               | (1.00)             | 0.00             | 0.00               | 0.00               | (1.00)            |
| ADMIN AIDE              | MM              | 2.00               | (1.00)             | 1.00             | 1.00               | 1.00               | (1.00)            |
| MH SYST APPL MGR        |                 | 0.00               | 1.00               | 1.00             | 1.00               | 1.00               | 1.00              |
| Total                   |                 | 91.95              | (1.50)             | 90.45            | 91.00              | 87.20              | (4.75)            |

**MediCruz - (Indigent Health Services)**

| <b>Financing Use Classification</b> | <b>Actual<br/>2000-01</b> | <b>Appropriated<br/>2001-02</b> | <b>Actual<br/>Estimated<br/>2001-02</b> | <b>Requested<br/>2002-03</b> | <b>Recommend<br/>2002-03</b> | <b>Change<br/>FROM 2001-<br/>02 APPROP.</b> |
|-------------------------------------|---------------------------|---------------------------------|---|------------------------------|------------------------------|---|
| Salaries & Benefits                 | \$ 1,025,841              | \$ 972,244                      | \$ 907,353                              | \$ 992,629                   | \$ 975,977                   | 3,733                                       |
| Services & Supplies                 | 6,440,280                 | 7,139,590                       | 7,194,604                               | 7,132,623                    | 5,749,678                    | (1,389,912)                                 |
| Other Charges                       | 737,993                   | 803,216                         | 792,610                                 | 817,687                      | 753,092                      | (50,124)                                    |
| Fixed Assets                        | 36,973                    | 0                               | 0                                       | 0                            | 0                            | 0   |
| intra-Fund Charges                  | (462,873)                 | (590,900)                       | (590,900)                               | (590,900)                    | (590,900)                    | 0   |
| <b>TOTAL EXPEND</b>                 | <b>\$ 7,778,211</b>       | <b>\$ 8,324,150</b>             | <b>\$ 8,303,663</b>                     | <b>\$ 8,352,032</b>          | <b>\$ 6,887,847</b>          | <b>(1,436,303)</b>                          |
| Less: Revenue                       | \$ 6,118,403              | \$ 6,049,293                    | \$ 6,113,363                            | \$ 6,198,813                 | \$ 5,381,533                 | (667,755)                                   |
| <b>NET COUNTY COST</b>              | <b>\$ 1,659,808</b>       | <b>\$ 2,274,857</b>             | <b>\$ 2,190,300</b>                     | <b>\$ 2,153,219</b>          | <b>\$ 1,506,314</b>          | <b>(768,548)</b>                            |
| Positions                           |                           | 21.50                           | 18.50                                   | 18.50                        | 18.00                        | (3.50)                                      |

The MediCruz budget unit contains the costs and personnel associated with financing medical care for County indigents eligible for the MediCruz Program and other County responsible patients.

The MediCruz Program has provided a continuum of medical services to the indigent, including primary care at the County's two outpatient clinics, specialty care through referrals to local physicians, and inpatient and emergency care through contracts with the hospitals. In addition a wide-range of ancillary services has been available to eligible clients. Services not available locally have been provided through arrangements with providers and hospitals outside of the County. All benefits are contingent on determination of County residence, financial need, and medical necessity. HSA can adjust the threshold of medical necessity in response to changing budget circumstances and utilization demands. The County is required to provide medical services to indigent persons under Section 17000 of the Welfare and Institutions code. The scope of such care is not specified and is determined locally. Counties have significant variability in the level and types of services paid for through the indigent program as well as what co-payments, deductibles and other participation it requires of clients.

In addition to MediCruz, other programs are included in this budget unit for administrative, fiscal and/or eligibility purposes. The California Healthcare for Indigents Program (CHIP), which provides for some reimbursement to hospitals and physicians for uncompensated services rendered to patients not eligible for other programs, is administered here. Other significant programs that are wholly or partially contained in this unit include: Child Health and Disability Prevention-Limited Treatment Referral (CHDP-LTR) program; the Emergency Medical Services Trust Fund; fiscal intermediary services for medical care provided to jail inmates; the Homeless Persons Health Project; the AIDS Waiver and Pilot Care Programs; and the AIDS Early Intervention Program. A new fund was added last year by the legislature in February to pay for emergency room services.

## 2002-03 RECOMMENDED BUDGET

The 2002-03 recommended budget for this unit would decrease total county general funds by \$768,548. The decrease is the result of the reduced availability of county general funds in the amount of \$349,314 and transfer of primary care management for the uninsured to the HSA Clinics budget. The MediCruz Program will shift its focus to management of specialty care, outpatient hospital procedures and care, and inpatient hospital procedures and care for the most high risk and acute patients who are uninsured.

### Program Expenditures

MediCruz funds are spent in two primary areas: primary care and hospital/specialist care. MediCruz has provided \$1.4 million for primary care services to the uninsured for the last 5 years. For Clinics to effectively manage primary care the responsibility for MediCruz primary care is being fully transferred to the Clinic budget.

Clinic administration will need to manage care within this capped allocation for primary care, pharmacy, lab, and x-ray for individuals who are uninsured. Similar to other community clinics, the County clinics will institute a sliding scale/co-payment system of **\$10** per visit. Payment for services purchased in the community are reduced to offset the effects of the reduced availability of county general funds and other significant medical cost increases not covered by revenue increases.

Growth in the number of people utilizing services, combined with more intense utilization of hospital services and increased procedure and pharmacy costs, have created a funding crisis in MediCruz. The average number of patient days paid per month by MediCruz has increased by 57% over last year. The number of hospital admissions is up 21% and the average length of a hospital stay has increased by more than one day to 4.6 days. The current pattern of inpatient utilization cannot continue in the next fiscal year without putting primary care and other preventive services at risk.

The cost of hospital outpatient services has also skyrocketed and is the most significant problem area in the budget. Expenses for these services for 2001-02 are expected to exceed budget by at least \$500,000. MediCruz pays 70% of hospital charges for outpatient hospital procedures and the current reimbursement model must be renegotiated to bring costs under control.

The recommended budget proposes to balance the budget with careful utilization of planned inpatient and outpatient hospital procedures, transfer of Veterans with VA health coverage to the Veterans Hospital in Palo Alto and the primary care clinic in Capitola and San Jose, conversion of existing and new patients to Healthy Families Adult coverage, and improved systems and supports for disability appeals and benefits. In order to stretch the limited hospital funds for the uninsured, the MediCruz Program must seek as many alternative avenues to care as possible. The MediCruz dollar must truly be the last dollar spent.

## Revenues

Revenues are not expected to change from prior year levels, other than to transfer \$980,766 in Realignment revenues to the Clinic budget to fund the primary care responsibility shift. State Realignment revenues are the primary source of indigent care funding.

The California Healthcare for Indigents Program (CHIP), the Emergency Medical Services Fund (EMSF) and the Emergency Medical Services Appropriation are expected to be approximately the same as 2001-02. The only revenue which may offset some expenditures is allowing adults with children who are uninsured to both enroll in Healthy Families thus creating coverage through Blue Cross or the Central Coast Alliance for Health. There was also new Medical coverage added for individuals with breast and cervical cancer.

State Realignment funds provide the primary financing for the cost of indigent health care services. These funds provide an ongoing revenue source to the County from a portion of sales taxes and vehicle license fees that are earmarked for health services delivery. Actual revenues received are contingent upon the state's economy. Given the state's enormous budget problems, changes to Realignment could have a substantial impact on indigent care. However, the State had not announced intended changes to Realignment at the time the budget was prepared.

## PROGRAM IMPACTS

Cost and demand pressures combined with the reduced availability of county general funds mean that MediCruz is no longer a sustainable program in its present form. Moreover, this budget does not take into consideration potential impacts from State actions to reduce projected deficits. Historically, the State has always targeted indigent care programs as an option to deal with its budgetary problems.

Capped funding for primary care will result in a decreased level of access for patients with mild or chronic problems that do not place the patient at risk, but do affect quality of life and present difficult symptoms such as allergies, colds, rashes and athlete's foot. Health education, nurse advice and over the counter medications will be recommended through triage for these conditions, but not physician services.

During 2000-01 the State implemented the Emergency Medical Services Appropriation (EMSA). Using tobacco tax reserves, the State made funds available to all counties to help pay physicians for uncompensated emergency services rendered in hospitals. The allocation to the County of Santa Cruz is \$172,094. This appropriation serves essentially the same purpose as the County's existing Emergency Medical Services Fund (EMSF) and almost doubles the funds available for this purpose. The EMSA was implemented as a limited term program. Given the problems in the State budget, it is unclear whether this program will be continued. The EMSA does not require any County contribution. Therefore, should the EMSA not be re-authorized, it will not have an impact on County general funds.

The restructuring of MediCruz benefits and eligibility is being recommended to balance services with available revenue. Restructuring options are being presented as part of budget hearings. A noticed public hearing, as required by State law, is scheduled as part of the HSA budget hearings. The

legislative intent of this requirement is to insure policy makers hear citizen concerns prior to implementation of changes to indigent care service delivery. The proposed budget reflects the deletion of a 0.50 FTE Account Clerk position which will impact accounting services in the division.

**MEDICRUZ STAFFING:**

| POSITION               | Salary Range | 2001/02 Allowed | Mid Year Change | 2001/02 Total | 2002/03 Request | 2002/03 Recomm. | Recomm. Change |
|------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| MED CARE PROG BNFT SUP | M3           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| DEPTL ADMIN ANALYST    | PM           | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00            | (1.00)         |
| DEPTL SYSTEMS ANALYST  | KF           | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00            | (1.00)         |
| MED CARE PROGRAM ADMIN | W6           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| EMERG MEDICAL SVS MGR  | B1           | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00            | (1.00)         |
| TYPIST CLERK II,I      | J8           | 3.00            |                 | 3.00          | 3.00            | 3.00            |                |
| TYPIST CLERK III       | J9           | 2.00            | (1.00)          | 1.00          | 1.00            | 1.00            | (1.00)         |
| ACCOUNT CLERK          | BB           | 1.50            |                 | 1.50          | 1.50            | 1.00            | (0.50)         |
| SR ACCOUNT CLERK       | FH           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| MH CLIENT BENEFIT REP  |              | 0.00            | 1.00            | 1.00          | 1.00            | 1.00            | 1.00           |
| MED CARE ELIG WORKER   | SE           | 6.00            |                 | 6.00          | 6.00            | 6.00            |                |
| MED CARE PROG ELIG SUP | SX           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| MED CARE SERVICE WKR   |              | 2.00            |                 | 2.00          | 2.00            | 2.00            |                |
| Total                  |              | 21.50           | (3.00)          | 18.50         | 18.50           | 18.00           | (3.50)         |

## Community Mental Health

| Financing Use Classification | Actual<br>2000-01    | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|------------------------------|----------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits          | \$ 11,462,755        | 13,435,785              | 12,968,955                     | 13,800,955           | 13,115,965           | (319,818)                          |
| Services & Supplies          | 10,494,733           | 12,249,297              | 12,652,890                     | 12,596,796           | 12,335,689           | 86,392                             |
| Other Charges                | 9,317,297            | 9,992,975               | 9,928,934                      | 10,054,375           | 9,895,397            | (97,578)                           |
| Fixed Assets                 | 22,299               | 25,800                  | 25,800                         | 0                    | 0                    | (25,800)                           |
| Intra-Fund Charges           | (1,814,812)          | (2,131,750)             | (2,131,150)                    | (2,236,798)          | (2,215,996)          | (84,246)                           |
| <b>TOTAL EXPEND</b>          | <b>\$ 29,482,275</b> | <b>33,572,105</b>       | <b>33,445,425</b>              | <b>34,215,325</b>    | <b>33,131,055</b>    | <b>(441,050)</b>                   |
| Less: Revenue                | \$ 24,500,005        | 27,693,065              | 27,915,175                     | 28,843,625           | 27,998,085           | 305,011                            |
| <b>NET COUNTY COST</b>       | <b>\$ 4,982,265</b>  | <b>5,879,035</b>        | <b>5,530,255</b>               | <b>5,371,705</b>     | <b>5,132,975</b>     | <b>(746,061)</b>                   |
| Positions                    |                      | 213.91                  | 213.95                         | 213.25               | 201.05               | (12.86)                            |

Community Mental Health (CMH) provides a system of mental health care designed to maximize the level of independence for persons of all ages challenged by disabling psychiatric disorders. CMH also manages care for all Medical beneficiaries in need of mental health services as well as providing emergency mental health care and disaster response services to the entire community. All of these services are provided both directly by County operated programs and in partnership with community based organizations.

CMH is responsible for providing mental health care to adults aged **18** and older who have serious and persistent psychiatric disabilities. Services include outpatient care, inpatient care, residential treatment, and supported housing as well as forensic mental health services at the Main Jail. Adults are treated in the least restrictive, clinically effective level of care. To maintain stability in the community and to avoid unnecessary hospitalization, adult clients need substantial supports and service. CMH also serves children and youth with serious emotional problems including children in the Juvenile Justice system, Children's Protective Services, and Special Education students. The County provides mental health services in a coordinated comprehensive system of care for children. The Program attempts to maintain children with their families when possible, or in the least restrictive placement appropriate to the child's needs when out-of home placement is necessary. CMH has and will continue to work closely with the Human Resource Agency and Probation to manage foster care utilization and to develop systems to serve high-risk youth.

CMH is also responsible for managing, providing and funding care for Medical beneficiaries in need of psychiatric hospital services and outpatient treatment. Under a mandate from the State, Santa Cruz County is the designated Mental Health Plan for County residents with Medical similar to the Central Coast Alliance for Health, which assures access to the general medical benefits for the Medical population.

## 2002-03 RECOMMENDED BUDGET

The recommended budget for 2002-03 provides for a \$441,050 decrease in total expenditures, an increase of \$305,011 in total revenues, and a \$746,061 decrease in County general funds.

### Program Expenditures

Salary and benefit costs are decreasing as a result of the proposed deletion of 12.86 FTE positions, which offset County-negotiated salary increases in existing positions. Service and supply costs are increasing slightly due to increases in continuing 100% state and federal funded contracts for children's services that were added mid-year in 2001-02. These increases mask the decreases in the county and federal funded adult contracts that were reduced in response to the decrease in county general funds. Other Charges are decreasing due to reduced contracted services for realigned programs such as state hospital and locked skilled nursing care. The proposed budget includes \$74,860 for the purchase of 5 vehicles to begin addressing transportation needs of clinicians visiting and transporting clients in employee owned vehicles in support of their field-based duties using Early Periodic Screening Detection and Treatment (EPSDT) revenues.

### Revenues

Revenue increases are attributable to anticipated growth in Realignment Sales Tax and Vehicle License Fees, which have been stable throughout the current recession and in anticipated growth in Short-Doyle Medical federal funds and EPSDT State General Funds. Although there has been discussion in Sacramento about capping EPSDT State General Funds, no consensus has been reached on this issue. While some anticipated State reductions are included in the budget, HSA will continue to monitor new State budget developments and make appropriate modifications to the budget once the State budget has been finalized.

## PROGRAM IMPACTS

CMH made significant reductions in services and appropriations due to the impact of the reduction in County general funds. This accounted for over 90% of the reductions CMH made for the 2002-03 proposed budget. Of the total reductions made by CMH, approximately 9% was due to the reductions in FQHC Medical revenue caused by moving from cost based reimbursement to the prospective payment method, as discussed in the Clinics division budget. Although overall appropriations decreased by approximately \$441,000, salaries and benefits costs of 2001-02 positions increased by almost \$700,000 due to cost of living, step adjustments, and worker's compensation increases. Reducing total positions by 12.86 FTE and reducing the cost of most non-profit contracts allowed CMH to absorb the additional salary cost and funding shortfalls.

Adult services account for approximately 75% of the CMH budget and Children's services are generally supported more completely by federal and state funding sources. Therefore, FQHC and County general fund reductions have had their greatest impact in the adult system. Jail mental health services will be reduced by 0.5 FTE. This will reduce the capacity for evaluations and crisis services by three hours per day. On-call supports will be used to augment Jail services for critical evaluations. The adult service system is approximately 1/3 County operated and 2/3 non-profit service contracts. Position reductions included 6.86 FTE MH Client Specialists, 0.50 FTE

Psychologist, 1.0 FTE Mental Health Systems Application Manager, 0.50 FTE MH Aide and a variety of support positions in clerical and accounting. Some of these positions were reduced in anticipation of State reductions.

The reduction in County positions will mean lost access to therapy and case management for children, adults, and older adults with serious mental health issues. It is conservatively estimated that 450 individuals will have reduced or no access to treatment with the loss of 1,400 treatment and case management visits. Without careful prioritization of care, this reduction will increase the risk of hospitalization for these individuals.

In addition to clinical reductions, administrative support for billing, service planning, and grant management will impact the ability of Mental Health to claim and manage revenues and pursue new grants. The Mental Health division will be challenged to meet state and federal data reporting requirements with less staff to accomplish this mandate. If data reports are not turned in, the State has held allocations and reimbursements creating cash flow problems.

Non-profit contract providers will implement major reductions in crisis capacity, day treatment, and support services impacting alternatives to hospitalization. These reductions include reducing day treatment capacity and services at Front Street and Community Connections, and eliminating the night crisis program provided by the El Dorado program. The non-profit providers give vital support to clients on a daily basis and their reductions could put more individuals at risk for institutional care.

Children's mental health reductions in both contract programs and county programs will result in 80 less families being treated who are involved in the juvenile justice program. Ultimately this results in high levels of re-arrests and addiction, and increased probability of criminal behavior becoming a persistent behavior pattern for the youth.

#### MENTAL HEALTH STAFFING

| POSITION               | Salary Range | 2001/02 Allowed | Mid Year Change | 2001/02 Total | 2002/03 Request | 2002/03 Recomm. | Recomm. Change |
|------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| DIR MENTAL HLTH SVCS   | 6A           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| MH PROGRAM MANAGER     | RA           | 8.50            | 0.50            | 9.00          | 9.00            | 9.00            | 0.50           |
| CHF OF CHILD MH SVCS   | c3           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| SR HEALTH SVCS MGR     | w2           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| PSYCH MEDICAL DIRECTOR | GF           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| MH SYST APPL MGR       | YL           | 0.80            | 0.20            | 1.00          | 0.80            | 0.00            | (0.80)         |
| DEPTL ADMIN ANALYST    | PM           | 4.00            | 1.00            | 5.00          | 5.00            | 5.00            | 1.00           |
| SR DEPTL ADMIN ANALYST | LL           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| DEPTL SYSTEMS ANALYST  | KF           | 2.00            |                 | 2.00          | 2.00            | 2.00            |                |
| ADMIN SVCS OFF I       | PR           | 1.00            | 1.00            | 2.00          | 2.00            | 2.00            | 1.00           |
| ADMIN SVCS OFF II      | PR           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| ADMIN SERVICES MANAGER | B1           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| CLERK III SUPERVISORY  | CL           | 1.00            |                 | 1.00          | 1.00            | 0.00            | (1.00)         |
| TYPIST CLERK II,I      | J8           | 4.20            | (0.05)          | 4.15          | 3.45            | 3.45            | (0.75)         |
| TYPIST CLERK III       | J9           | 4.00            |                 | 4.00          | 4.00            | 3.00            | (1.00)         |
| TYPIST CLERK III SUPV  | I            | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| CLERICAL SUPVR I       | FF           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |

| POSITION                       | Salary<br>Range | 2001/02<br>Allowed | Mid Year<br>Change | 2001/02<br>Total | 2002/03<br>Request | 2002/03<br>Recomm. | Recomm.<br>Change |
|--------------------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|-------------------|
| CLERICAL SUPVR II              | PD              | 1.00               | (1.00)             | 0.00             | 0.00               | 0.00               | (1.00)            |
| SRCASEDATA CLERK               | FE              | 3.50               |                    | 3.50             | 3.50               | 3.50               |                   |
| TYPIST CLERK-MH                | KS              | 9.50               |                    | 9.50             | 9.50               | 8.50               | (1.00)            |
| SR ACCOUNT CLERK               | FH              | 6.00               |                    | 6.00             | 6.00               | 6.00               |                   |
| ACCOUNTING TECHNICIAN          | ER              | 0.75               | (0.75)             | 0.00             | 0.00               | 0.00               | (0.75)            |
| SR ACCOUNTING TECHNICIAN       |                 | 0.00               | 1.00               | 1.00             | 1.00               | 1.00               | 1.00              |
| COMM MENTAL HLTH AIDE          | K7              | 7.00               |                    | 7.00             | 7.00               | 6.50               | (0.50)            |
| MH CLIENT BENEFIT REP          | 47              | 5.00               |                    | 5.00             | 5.00               | 5.00               |                   |
| PHYS ASST/NURSE                | BA              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| THERAPIST-PHYS DISABLED        | F5              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| PSYCHIATRIST                   | PI              | 9.00               |                    | 9.00             | 9.00               | 9.00               |                   |
| MH FEE CLERK                   | P6              | 3.00               |                    | 3.00             | 3.00               | 3.00               |                   |
| SR/JR MH CLIENT SPEC           | DB              | 83.96              | (0.46)             | 83.50            | 83.50              | 77.10              | (6.86)            |
| MH NURSE CLINICIAN             | MX              | 0.90               |                    | 0.90             | 0.90               | 0.90               |                   |
| MH UTILIZ REVIEW SPEC          | MT              | 2.50               |                    | 2.50             | 2.50               | 2.50               |                   |
| MH SUPVG CLIENT SPEC           | MT              | 13.80              | (0.20)             | 13.60            | 13.80              | 13.80              |                   |
| MH COUNSELOR II                | ED              | 8.50               |                    | 8.50             | 8.50               | 8.50               |                   |
| SR MH COUNSELOR                | EI              | 2.00               |                    | 2.00             | 2.00               | 2.00               |                   |
| <del>SR</del> SOCIAL WORKER    | H4              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| CLINICAL PSYCHOLOGIST          | ZD              | 5.00               |                    | 5.00             | 5.00               | 4.50               | (0.50)            |
| ACCOUNTANT II                  | 57              | 2.00               | (0.20)             | 1.80             | 1.80               | 1.80               | (0.20)            |
| ACCOUNTANT III                 | 61              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| SR SYS SOFTWARE ANALYST        | VL              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| ADMINISTRATIVE AIDE            | MM              | 4.00               |                    | 4.00             | 4.00               | 4.00               |                   |
| DEPTL DP COORDINATOR           | XE              | 2.00               |                    | 2.00             | 2.00               | 2.00               |                   |
| DEPT'L INFO SYS ANALYST        | XM              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| <del>SR</del> HUM SVCS ANALYST | LL              | 2.00               |                    | 2.00             | 2.00               | 2.00               |                   |
| MEDICAL RECORDS ANALYST        |                 | 0.00               | 1.00               | 1.00             | 1.00               | 0.00               |                   |
| TO BE CLASSIFIED               |                 | 2.00               | (2.00)             | 0.00             | 0.00               | 0.00               | (2.00)            |
| Total                          |                 | 213.91             | 0.04               | 213.95           | 213.25             | 201.05             | (12.86)           |

## Alcohol and Drug Program

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 795,290        | \$ 1,151,731            | \$ 1,105,511                   | \$ 1,207,956         | \$ 1,190,086         | 38,349                             |
| Services & Supplies             | 3,742,770         | 4,881,740               | 5,131,084                      | 4,923,997            | 5,352,843            | 471,103                            |
| Other Charges                   | 528,326           | 628,566                 | 621,445                        | 662,043              | 707,151              | 78,585                             |
| Fixed Assets                    | 17,300            | 0                       | 0                              | 0                    | 0                    | - 0                                |
| Intra-Fund Charges              | (434,070)         | (632,159)               | (632,159)                      | (636,000)            | (639,593)            | (7,434)                            |
| TOTAL EXPEND                    | \$ 4,649,616      | \$ 6,029,878            | \$ 6,225,881                   | \$ 6,157,990         | \$ 6,610,481         | \$ 580,603                         |
| Less: Revenue                   | \$ 3,468,264      | \$ 4,557,396            | \$ 4,648,461                   | \$ 4,361,734         | \$ 5,217,897         | \$ 660,499                         |
| NET COUNTY COST                 | \$ 1,181,352      | \$ 1,472,480            | \$ 1,577,420                   | \$ 1,796,256         | \$ 1,392,584         | \$ (79,896)                        |
| Positions:                      |                   | 22.00                   | 22.00                          | 22.00                | 20.50                | (1.50)                             |

The Alcohol and Drug Program is responsible for alcohol and drug abuse treatment and prevention programs administered and monitored by **HSA**, and financed with County, State and Federal funds. The major programs in this unit include residential, day treatment, outpatient, prevention, methadone, case management, and administrative services. Nearly all of the services are provided through contracts with community-based organizations except for assessment and case management services in the jail, juvenile hall, Drug Court, CalWORKs, Proposition 36 and Proposition 10. In addition, **HSA** directly provides HIV testing and counseling, and a limited amount of prevention services.

### 2002-03 RECOMMENDED BUDGET

The recommended budget for 2002-03 provides for a \$580,603 increase in total expenditures, an increase of \$660,499 in total revenues, and a \$79,896 decrease in County general funds.

### Program Expenditures

The majority of Alcohol and Drug Program services are contracted to community-based organizations. Contracted services are projected to increase from \$4,641,146 to \$5,145,605 for a total increase of \$504,459 in 2002-03. This growth is primarily attributable to full-year implementation of the Proposition 36 program, and the mid-year addition of contracted services for Minor Consent Drug Medical services at Pajaro Valley Prevention and Student Assistance and the Youth Development and Crime Prevention Initiative (YDCPI) grant. Although there is net growth in contracted services resulting from Proposition 36, Drug Medical and YDCPI, there are also \$547,449 of reductions in contractor allocations of Drug Court grant funds and discretionary State, Federal and County funds which can be used to provide services for non-criminal justice clients.

Despite the deletion of a 0.5 FTE Mental Health Client Specialist in the Drug Court Program, County-operated case management, prevention and HIV testing/counseling services will increase by \$3,752 in order to accommodate negotiated employee cost-of-living and step increases.

Administrative services provided by the Alcohol and Drug Program will decrease by \$18,759 resulting from the deletion of a 1.0 FTE Clerk III. HSA and County administrative costs allocated to the Alcohol and Drug Program budget will increase by \$98,585.

### Revenues

Significant revenue reductions include the following:

- Reductions in State General Funds in the Governor's proposed budget totaling \$275,095, including \$159,111 of Drug Court grant funds and \$115,984 of discretionary State General Funds.
- A \$34,579 reduction in Federal Drug Court grant funds resulting from the expiration of a Drug Court grant during 2002-03.
- The loss of \$33,988 of one-time 2001-02 Federal Substance Abuse Block Grant funds that are not available in 2002-03.

Significant revenue increases include the following:

- An additional \$617,634 of Proposition 36 funds to support the full-year implementation of Proposition 36.
- Mid-year addition in 2001-02 of \$74,108 of Federal Substance Abuse Block Grant funds designated for drug testing of Proposition 36 clients.
- Mid-year addition in 2001-02 of \$177,930 of Youth Development and Crime Prevention Initiative funds, primarily for contracts with Pajaro Valley Prevention and Student Assistance and Mountain Community Resources.
- Mid-year addition in 2001-02 of \$193,001 of Minor Consent Drug Medical services contracted to Pajaro Valley Prevention and Student Assistance for outpatient adolescent drug treatment services.

### PROGRAM IMPACTS

Major program developments during 2001-02 and anticipated for 2002-03 include program reductions related to county general fund and the state budget changes, full-year implementation of Proposition 36, the Youth Development and Crime Prevention Initiative grant, and expansion of the Pajaro Valley Prevention and Student Assistance Minor Consent Drug Medical Program.

#### County General Fund and State Budget Reductions

Reductions in County general funds and in anticipated State general fund reductions will result in deletion of a 1.0 FTE Clerk III in the Alcohol and Drug Program, and reductions in contracted treatment services. Prevention services were not reduced because these services are at required state and federal minimum levels. Initial contracted services reductions were distributed by two methodologies. Based upon consultation with the Alcohol and Drug Advisory Board and the contractors, the proposed contractor reductions reflect 1) fifty percent of the contractor reductions in treatment services were allocated on an across-the-board basis; and 2) in order to permit Proposition 36 growth to be used as a buffer for reductions in discretionary funding, the remaining 50% of contractor reductions were based on the amount of Proposition 36 growth experienced by the contractor. These proposed reductions have been reviewed with the Alcohol and Drug Abuse Commission and contractors.

Contractor reductions in the proposed 2002-03 budget will result in an overall estimated 161 fewer outpatient and day treatment episodes of care and 167 fewer residential treatment and detoxification admissions. These contractor reductions will reduce the availability of treatment services to non-criminal justice populations. It will also impact 11.5 FTEs in the non-profits providing these services. The loss of services to 328 clients with addiction issues will result in increased costs in public safety, medical care, emergency services, and welfare services due to untreated addictions.

The Governor's proposed \$159,111 reduction in Drug Court grant funding, combined with a \$34,579 reduction due to an expiring Federal Drug Court grant will result in the reduction of the Drug Court program from a census of 90 clients to 45 clients, and the reduction of a vacant Drug Court Case Manager position (Mental Health Client Specialist) from 1.0 FTE to 0.5 FTE. The loss of treatment opportunities for 45 drug court clients will result in increased arrests, more jail time, and lost legal, health and social costs associated with these relapses.

#### Proposition 36

Full-year implementation of the Proposition 36 Program will provide treatment, case management and Probation supervision to an estimated 477 clients annually. In addition, 2002-03 will see continuation of the 2001-02 mid-year addition of \$74,108 of drug testing funds for Proposition 36 clients, which will help ensure accountability for those in treatment. As previously reported to your Board, there is projected to be a sufficient Proposition 36 trust fund balance resulting from start-up savings to fully fund Proposition 36 drug treatment services for 2002-03. However, if the Program keeps growing at its current pace in 2003-04, there may not be sufficient Proposition 36 allocations to cover all of the costs of services. Many other counties are experiencing similar ongoing funding shortfalls, and HSA is working at the state level to advocate for sufficient funding to meet this treatment service mandate.

### Youth Development and Crime Prevention Initiative Grant

During 2001-02, the Alcohol and Drug Program collaborated with Children's Mental Health, HRA and four community-based organizations to successfully compete for state Youth Development and Crime Prevention Initiative grant funds. During 2002-03, the \$177,930 of grant funds allocated to the Alcohol and Drug Program will permit the Pajaro Valley Prevention and Student Assistance program (PVPSA) and Mountain Community Resources to provide assessment, case management, substance abuse counseling, workforce development and youth development training services to approximately 64 youth who are in the early stages of involvement with the juvenile justice system.

### Minor Consent Drug Medical

During 2001-02, PVPSA added "Minor Consent" Medical outpatient drug treatment services totaling \$190,001. PVPSA will provide individual and group counseling to an estimated 300 youth.

### ALCOHOL AND DRUG STAFFING

| POSITION               | Salary Range | 2001/02 Allowed | Mid Year Change | 2001/02 Total | 2002/03 Request | 2002/03 Recomm. | Recomm. Change |
|------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| SUBST ABUSE PROG MGR   | LL           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| SUBS ABUSE PROG ADMIN  | w3           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| DEPTL ADMIN ANALYST    | PM           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| SR DEPTL ADMIN ANALYST | LL           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| CLERK III              | KW           | 1.00            |                 | 1.00          | 1.00            | 0.00            | (1.00)         |
| TYPIST CLERK III       | JF           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| TYPIST CLERK II,I      | J8           | 2.00            |                 | 2.00          | 2.00            | 2.00            |                |
| SRCASE DATA CLERK      | FE           | 2.00            |                 | 2.00          | 2.00            | 2.00            |                |
| HEALTH PROGRAM SPEC    | PA           | 2.00            |                 | 2.00          | 2.00            | 2.00            |                |
| SR/JR MH CLIENT SPEC   | DB           | 8.00            |                 | 8.00          | 8.00            | 7.50            | (0.50)         |
| PROGRAM COORDINATOR    | BV           | 2.00            |                 | 2.00          | 2.00            | 2.00            |                |
| Total                  |              | 22.00           |                 | 22.00         | 22.00           | 20.50           | (1.50)         |

## Detention Medical

| Financing Use<br>Classification | Actual            |                         |                      |                      |                      | Change                   |
|---------------------------------|-------------------|-------------------------|----------------------|----------------------|----------------------|--------------------------|
|                                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | FROM 2001-<br>02 APPROP. |
| Salaries & Benefits             | \$ 0              | \$ 1,898,085            | \$ 1,867,567         | \$ 2,058,542         | \$ 1,665,633         | (232,452)                |
| Services & Supplies             | 0                 | 206,920                 | 230,414              | 227,845              | 203,076              | (3,844)                  |
| Other Charges                   | 0                 | 204,591                 | 201,902              | 208,260              | 190,042              | (14,549)                 |
| Fixed Assets                    | 0                 | 13,000                  | 13,000               | 0                    | 0                    | (13,000)                 |
| intra-Fund Charges              | 0                 | (2,324,175)             | (2,312,884)          | (2,494,647)          | (2,058,751)          | 265,424                  |
| <b>TOTAL EXPEND</b>             | <b>\$ 0</b>       | <b>\$ (1,579)</b>       | <b>\$ (1)</b>        | <b>\$ 0</b>          | <b>\$ 0</b>          | <b>1,579</b>             |
| Less: Revenue                   | \$ 0              | 0                       | 0                    | 0                    | 0                    | 0                        |
| <b>NET COUNTY COST</b>          | <b>\$ 0</b>       | <b>\$ (1,579)</b>       | <b>\$ (1)</b>        | <b>\$ 0</b>          | <b>\$ 0</b>          | <b>1,579</b>             |
| Positions                       |                   | 25.60                   | 26.05                | 26.10                | 22.35                | (3.25)                   |

Detention Medical provides both administrative oversight and direct medical care to the County's Jail populations and to Juvenile Hall. Custodial inmates are entitled to a reasonable level of health and medical care as defined by Title XV. Detention Medical provides for nurse staffing around the clock at the Water Street Jail, 7 days a week at Juvenile Hall, and 5 days per week at the Rountree medium security facility. In addition, medical staff provide primary care services at the Water Street Jail and Juvenile Hall sites. Separately, HSA provides for ancillary and specialty medical services to the Jails and to Juvenile Hall through HSA's Santa Cruz and Watsonville Clinics budget. Clinics provide pharmaceuticals, laboratory and radiology services, and orthopedic clinic visits.

### 2002-03 RECOMMENDED BUDGET

The recommended budget for 2002/03 decreases charges to the Sheriff by \$244,924 for Jail services, and decreases charges to Probation by \$20,500 for Juvenile Hall services. The net total decrease in charges in this budget is \$265,424.

### Program Expenditures

The 2002-03 budget provides for the reduction of 0.75 FTE Physician Assistant/Nurse Practitioner, which is being transferred back to the Clinics division. To compensate for this reduction of staffing, the Medical Director of Detention Medical will undertake more direct service care of patients both at

the Jail and at Juvenile Hall. Additionally, during 2002-03, HSA will be examining the best position classifications for direct care positions and expects to make some mid-year adjustments to ensure that the level of classification meets the requirements of Title XV, do not exceed the constraints of the budget, and provide a quality care service of ill inmates.

Other position reductions include the 1.0 FTE Chief of Clinical services, 0.5 FTE Typist Clerk III, 0.05 FTE Medical Assistant, and 0.95 FTE Detention LVN. In addition, the Sheriff, working with HSA, is identifying options for medication dispersal at reduced costs. Pharmacy is a significant cost in the jail budget.

#### Revenues

Detention Medical is completely funded through charges to the Sheriff and Probation budgets, which use county general funds to reimburse HSA for the cost of these services. HSA is working with the Sheriff's office to study if billing for medical services delivered to inmates with Medicare and private insurance is cost effective and how much revenue may be obtained from those sources. In addition, HSA will pursue the possibility of using an inmate's own insurance, if available, to directly reimburse hospital and other medical providers for care delivered outside the Jail.

#### PROGRAM IMPACTS

The existing national nursing shortage makes it very difficult to find qualified nurses to fill these challenging positions in forensic health care. Title XV requires a minimum amount of nursing coverage at all times. This budget is always at risk of cost overruns due to overtime. To address this issue, HSA will be examining whether it is feasible to utilize non-nursing classifications for those activities which do not require an RN. The budget also reduces positions in management, administrative support, and floated positions which have never been filled due to the nursing shortage.

Individuals who are arrested with serious health problems must be maintained in a stable medical condition and, as pharmaceutical costs increase in the community, the County costs of providing pharmaceuticals to inmates increases proportionally. Changing medications for short periods can cause relapse and serious complications for which the County would be liable. Even with a strict formulary for general medical conditions, the medications for seriously ill inmates cause significant cost increases each year. Pharmaceuticals are currently provided to the Sheriff by Health Services through the Clinics Division. Health Services is working with the Sheriff to assess the cost of pharmaceutical services and to explore ways to further contain the cost of providing this care.

## DETENTION MEDICAL STAFFING

| POSITION                  | Salary<br>Range | 2001/02<br>Allowed | Mid Year<br>Change | 2001/02<br>Total | 2002/03<br>Request | 2002/03<br>Recomm. | Recomm.<br>Change |
|---------------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|-------------------|
| CHIEF CLINIC SERVICES     | 9A              | 1.00               |                    | 1.00             | 1.00               | 0.00               | (1.00)            |
| DET NURS ASST PROG<br>MGR | RA              | 2.00               |                    | 2.00             | 2.00               | 2.00               |                   |
| DETEN NURSE-PROG MGR      | W2              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| SR HEALTH SVCS MGR        | w 2             | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| MED DIR - HS CLINICS      | DV              | 1.00               |                    | 1.00             | 1.00               | 1.00               |                   |
| CLERK II                  | KB              | 0.50               | (0.50)             | 0.00             | 0.50               | 0.50               |                   |
| TYPIST CLERK III          | J9              | 1.50               |                    | 1.50             | 1.50               | 1.00               | (0.50)            |
| MEDICAL ASSISTANT         | GW              | 1.05               | 0.45               | 1.50             | 1.05               | 1.00               | (0.05)            |
| DETENTION REG NURSE       | CY              | 15.80              |                    | 15.80            | 15.80              | 14.85              | (0.95)            |
| PHYS ASST/NURSE PRACT     | BA              | 0.75               |                    | 0.75             | 1.25               | 0.00               | (0.75)            |
| CLINIC PHYSICIAN          |                 | 0.00               | 0.50               | 0.50             | 0.00               | 0.00               |                   |
| Total                     |                 | 25.60              | 0.45               | 26.05            | 26.10              | 22.35              | (3.25)            |

## Agency Administration

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 2,928,265      | \$ 3,890,311            | \$ 3,740,132                   | \$ 4,011,804         | \$ 3,788,019         | \$ (102,292)                       |
| Services & Supplies             | 3,466,170         | 4,358,930               | 4,377,185                      | 4,377,185            | 4,900,075            | 541,145                            |
| Other Charges                   | 679,463           | 785,694                 | 785,694                        | 763,694              | 456,059              | (329,635)                          |
| <b>Fixed Assets</b>             | 47,999            | 75,135                  | 75,135                         | 0                    | 0                    | (75,135)                           |
| Intra-Fund Charges              | (6,617,473)       | (8,310,591)             | (8,182,078)                    | (8,485,931)          | (8,489,540)          | (178,949)                          |
| <b>TOTAL EXPEND</b>             | <b>\$ 504,424</b> | <b>\$ 799,479</b>       | <b>\$ 796,068</b>              | <b>\$ 666,752</b>    | <b>\$ 654,613</b>    | <b>\$ (144,866)</b>                |
| Less: Revenue                   | \$ 377,614        | \$ 403,788              | \$ 498,894                     | \$ 466,713           | \$ 551,902           | \$ 148,114                         |
| <b>NET COUNTY COST</b>          | <b>\$ 126,810</b> | <b>\$ 395,691</b>       | <b>\$ 297,174</b>              | <b>\$ 200,039</b>    | <b>\$ 102,711</b>    | <b>\$ (292,980)</b>                |
| Positions                       |                   | 60.45                   | 60.45                          | 60.45                | 57.45                | (3.00)                             |

Agency Administration includes support programs and costs associated with daily operations of **HSA**. These include personnel, facility management, information systems, purchasing and stores, messenger services, housekeeping, safety training, utilities, supplies, insurance, maintenance and county overhead. Administrative costs are allocated to operating programs within HSA in accordance with generally accepted accounting principles.

### 2002/03 RECOMMENDED BUDGET

#### Program Expenditures

Salaries and Benefits have decreased from the prior fiscal year due to the proposed elimination of administrative positions offsetting routine cost of living and step adjustments. Services and Supplies have increased due to increased building occupancy costs through the entire Agency, including the relocation of staff from 1400 Emeline. Other Charges have decreased due to retirements of certain capital leases and rollover financing in 2001-02 associated with the Elderday South Program.

#### Revenues

Revenue increases are anticipated in Medical Administrative Activities (MAA), Medical Outreach and other grant funds for programs initiated in 2001-02. The MAA Claim includes revenues for health planning and benefits advocacy, which are part of the Agency Administrative division.

### PROGRAM IMPACTS

#### General Budget Reduction

The reduction of vital administrative positions will reduce the capacity of the Agency to support the divisions in recruitment of difficult personnel classes, grants development, revenue management and program safety training. Building improvements, some computer activities and other activities to

improve infra-structure and efficiency have been deferred. Supplies and travel budgets have been reduced, and personal computer replacement funding has been reduced to allow only the replacement of failed units and components. The proposed budget reflects the deletion of a 1.0 FTE Departmental Administrative Analyst, a 1.0 FTE Clerk III and a 1.0 FTE Chief Information Officer position.

**ADMINISTRATION STAFFING:**

| POSITION                 | Salary Range | 2001/02 Allowed | Mid Year Change | 2001/02 Total | 2002/03 Request | 2002/03 Recomm. | Recomm. Change |
|--------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| HEALTH SERVICES ADMIN    | 4A           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| DIRECTOR OF ADM SVCS     | 9A           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| ASSOC PERSONNEL ANAL     | UF           | 2.00            |                 | 2.00          | 2.00            | 2.00            |                |
| SR. PERSONNEL ANALYST    | UJ           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| HEALTH SERVICES MGR      | VE           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| ASST CHIEF FISCAL SVCS   | T9           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| CHF OF FISCAL SVCS-HSA   | AB           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| INFO SYSTEMS MGR-HSA     | HS           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| DEPT'L ADMIN ANALYST     | PM           | 2.00            |                 | 2.00          | 1.00            | 1.00            | (1.00)         |
| SR DEPT'L ADMIN ANALYST  | LL           | 2.00            | 1.00            | 3.00          | 4.00            | 3.00            | 1.00           |
| DEPT'L SYSTEMS ANALYST   | KF           | 0.50            |                 | 0.50          | 0.50            | 0.50            |                |
| FACILITY MANAGER         | LF           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| CLERK II                 | KB           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| CLERK III                | KW           | 0.75            |                 | 0.75          | 0.75            | 0.75            |                |
| PERSONNEL PAYROLL CLK    | FN           | 2.00            |                 | 2.00          | 2.00            | 2.00            |                |
| PERSONNEL CLERK          | FN           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| TYPIST CLERK II,I        | J8           | 0.80            | 0.20            | 1.00          | 0.80            | 1.00            | 0.20           |
| TYPIST CLERK III         | J9           | 1.00            |                 | 1.00          | 1.00            | 0.00            | (1.00)         |
| EXECUTIVE SECRETARY      | BK           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| SR ACCOUNT CLERK         | FH           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| ACCOUNTING TECHNICIAN    | ER           | 2.00            | (0.20)          | 1.80          | 1.00            | 1.00            | (1.00)         |
| MEDICAL SUPPLY CLERK     | D3           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| CUSTODIAN                | R1           | 6.50            |                 | 6.50          | 6.50            | 6.50            |                |
| CUSTODIAN-LEADWORKER     | R2           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| SUPVG CUSTODIAN          | v2           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| BLDG MAINT WORKER II     | R8           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| ACCOUNTANT II            | 57           | 2.00            |                 | 2.00          | 2.00            | 2.00            |                |
| ACCOUNTANT III           | 61           | 1.00            | 1.00            | 2.00          | 2.00            | 2.00            | 1.00           |
| VAX SYS SOFT ANALYST     | ZA           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| DP PROG ANALYST          | XT           | 2.00            |                 | 2.00          | 2.00            | 2.00            |                |
| SR SYS SOFTWARE ANALYST  | VL           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| SR DP PROG ANALYST       | ZB           | 2.00            |                 | 2.00          | 2.00            | 2.00            |                |
| SUPVG DP PROG ANALYST    | VJ           | 1.00            |                 | 1.00          | 1.00            | 0.80            | (0.20)         |
| PERSONNEL TECHNICIAN     | J4           | 1.00            |                 | 1.00          | 1.00            | 1.00            |                |
| DEPT'L INFO SYS ANALYST  | WU           | 7.00            |                 | 7.00          | 7.00            | 7.00            |                |
| SR DEPT'L INFO SYS ANALY | XT           | 2.00            |                 | 2.00          | 2.00            | 2.00            |                |
| DIR OF ENVIRON HEALTH    | OA           | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00            | (1.00)         |
| ADMIN AIDE               | MM           | 0.90            |                 | 0.90          | 0.90            | 0.90            |                |
| CHIEF INFORMATION OFFICE |              | 1.00            |                 | 1.00          | 1.00            | 0.00            | (1.00)         |
| MH CLIENT BENEFIT REP    |              | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00            | (1.00)         |
| TO BE DETERMINED         |              | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00            | (1.00)         |
| HEALTH PROGRAM SPEC      |              | 0.00            | 1.00            | 1.00          | 1.00            | 1.00            | 1.00           |
| SR. ACCT TECH            |              | 0.00            |                 | 0.00          | 1.00            | 1.00            | 1.00           |
| Total                    |              | 60.45           |                 | 60.45         | 60.45           | 57.45           | (3.00)         |

## Realignment Match

### OTHER MEDICAL COSTS (REQUIRED MATCHING FUNDS) - INDEX CODE 368000

| Financing Use<br>Classification | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Other Charges                   | 8,905,030           | 9,078,051               | 9,592,016                      | 9,381,073            | 9,938,073            | 860,022                            |
| <b>TOTAL EXPEND</b>             | <b>\$ 8,905,030</b> | <b>\$ 9,078,051</b>     | <b>\$ 9,592,016</b>            | <b>\$ 9,381,073</b>  | <b>\$ 9,938,073</b>  | <b>\$ 860,022</b>                  |
| Less: Revenue                   | \$ 7,418,285        | \$ 7,591,606            | \$ 8,105,571                   | \$ 7,894,625         | \$ 8,451,625         | \$ 860,022                         |
| <b>NET COUNTY COST</b>          | <b>\$ 1,486,745</b> | <b>\$ 1,486,445</b>     | <b>\$ 1,486,445</b>            | <b>\$ 1,486,445</b>  | <b>\$ 1,486,445</b>  | <b>\$ 0</b>                        |

### Realignment and Maintenance of Effort

Beginning with 1991-1992, funding responsibility for certain Health, Mental Health and Social Services programs was transferred from the State to the counties. The previous State funding support was replaced by dedicated portions of Sales Tax and Vehicle License Fees. In order to receive this funding, the legislation requires counties to provide matching funds. The required amount for each county was included in the original legislation, and is \$2,551,445 for Santa Cruz County.

Revenues in this budget index consist of Vehicle License Fees received and Tobacco Settlement Funds. Expenditures consist of the transfer of the Vehicle License Fees and the required County match into the Health and Mental Health Realignment trust fund. Sales Tax funds are deposited directly into the Realignment trust funds. **All** funds that are transferred or deposited into the Realignment trust funds are transferred back out to the operating divisions as Realignment revenue.

**COUNTY SERVICE AREA NO. 12**  
**Rama Khalsa, Agency Administrator**  
Index Number: 133607

Fund: Special District  
Function: Health and Sanitation  
Activity: Septic Tank Maintenance

| Requirements                       | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|------------------------------------|-------------------|-------------------------|--------------------------------|----------------------|------------------------|------------------------------------|
| <b>Appropriations</b>              |                   |                         |                                |                      |                        |                                    |
| Salaries & Benefits                | \$ 0              | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                   | 0                                  |
| Services & Supplies                | 480,328           | 933,448                 | 638,301                        | 824,335              | 824,335                | (109,113)                          |
| Approp. for Cont.                  | 0                 | 16,466                  | 0                              | 10,322               | 10,322                 | (6,144)                            |
| Total                              | \$ 480,328        | \$ 949,914              | \$ 638,301                     | \$ 834,657           | \$ 834,657             | (115,257)                          |
| Increase Reserve                   | 0                 | 2,199                   | 2,199                          | 0                    | 0                      | (2,199)                            |
| <b>Total Requirements</b>          | <b>\$ 480,328</b> | <b>\$ 952,113</b>       | <b>\$ 640,500</b>              | <b>\$ 834,657</b>    | <b>\$ 834,657</b>      | <b>(117,456)</b>                   |
| <b>Available Funds</b>             |                   |                         |                                |                      |                        |                                    |
| Fund Balance Avail.                | \$ 366,276        | \$ 432,188              | \$ 432,188                     | \$ 321,657           | \$ 321,657             | (110,531)                          |
| Cancel Reserve                     | 44,256            | 0                       | 0                              | 0                    | 0                      | 0                                  |
| Septage Fees                       | 317,936           | 300,000                 | 315,000                        | 300,000              | 300,000                | 0                                  |
| Service Charge/<br>Assess. Revenue | 159,412           | 194,925                 | 186,969                        | 188,000              | 188,000                | (6,925)                            |
| Other Revenues                     | 29,654            | 25,000                  | 28,000                         | 25,000               | 25,000                 | 0                                  |
| <b>Total</b>                       | <b>\$ 917,534</b> | <b>\$ 952,113</b>       | <b>\$ 962,157</b>              | <b>\$ 834,657</b>    | <b>\$ 834,657</b>      | <b>(117,456)</b>                   |

CSA No.12 was established to perform a variety of services designed to promote improved wastewater disposal in the unincorporated areas of the County not served by public sewer systems. Beginning in 1990-91, CSA No. 12 has provided two categories of services through two separate funds: countywide septic tank maintenance (Index 133607) and enhanced septic system management in the San Lorenzo Watershed (Index 133608).

This budget unit (133607) provides services to support and promote effective septic system pumping and maintenance in all unsewered areas of the county. This includes providing capacity at the Watsonville and Santa Cruz Wastewater Treatment Plants for disposal of septic tank sludge, collection of disposal fees for operation and maintenance of the Santa Cruz Septage Disposal Facility, annual inspections of nonstandard systems, and computerized tracking of septic system performance, pumping and maintenance activities. Except for the purchase of disposal capacity and septage operational costs, most of the ongoing expenditures consist of services provided by Environmental Health Services. Any carried-over fund balances are available for studies in problem areas, septic system abatements, one-time program enhancements, and long-term maintenance of effort.

Revenues come from an annual service charge assessed to all developed parcels in County Service Area 12 for standard disposal systems; a special service charge for permitted nonstandard sewage disposal systems to cover the costs of County inspection and monitoring of those systems, and payment of disposal fees by septic tank pumpers. The per-parcel service charge for all developed parcels for 2002-03 will remain at \$6.90 per parcel. Fee increases in the other categories generally parallel the increased CPI. Fees collected for oversight of nonstandard systems are proposed to decline as a result of a new program to shift more responsibility for system inspection and maintenance to the owners and certified private sector operators.

**COUNTY SERVICE AREA NO. 12 Zone A**  
**Rama Khalsa, Agency Administrator**  
Index Number: 133608

Fund: Special District  
Function: Health and Sanitation  
Activity: Septic Tank Maintenance SLV

| Requirements                       | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|------------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| <b>Appropriations</b>              |                   |                         |                                |                      |                      |                                    |
| Salaries & Benefits                | \$ 0              | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                 | 0                                  |
| Services & Supplies                | 156,926           | 494,764                 | 218,999                        | 497,593              | 497,593              | 2,829                              |
| Approp. for Cont.                  |                   | 19,529                  | 0                              | 18,379               | 18,379               | (1,150)                            |
| Total                              | \$ 156,926        | \$ 514,293              | \$ 218,999                     | \$ 515,972           | \$ 515,972           | 1,679                              |
| Increase Reserve                   | 0                 | 124,738                 | 124,738                        | 0                    | 0                    | (124,738)                          |
| <b>Total Requirements</b>          | <b>\$ 156,926</b> | <b>\$ 639,031</b>       | <b>\$ 343,737</b>              | <b>\$ 515,972</b>    | <b>\$ 515,972</b>    | <b>(123,059)</b>                   |
| <b>Available Funds</b>             |                   |                         |                                |                      |                      |                                    |
| Fund Balance Avail.                | \$ 223,529        | \$ 379,031              | \$ 379,031                     | \$ 280,972           | \$ 280,972           | (98,059)                           |
| Cancel Reserve                     | 45,802            | 0                       | 0                              | 0                    | 0                    | 0                                  |
| Septage Fees                       | 0                 | 0                       | 0                              | 0                    | 0                    | 0                                  |
| Service Charge/<br>Assess. Revenue | 239,632           | 240,000                 | 225,678                        | 215,000              | 215,000              | (25,000)                           |
| Other Revenues                     | 26,994            | 20,000                  | 20,000                         | 20,000               | 20,000               | 0                                  |
| <b>Total</b>                       | <b>\$ 535,957</b> | <b>\$ 639,031</b>       | <b>\$ 624,709</b>              | <b>\$ 515,972</b>    | <b>\$ 515,972</b>    | <b>(123,059)</b>                   |

This budget index (133608) provides financing for implementation of the San Lorenzo Wastewater Management Plan. Implementation of this Plan is required by the State as a condition for allowing continued use of septic systems in the San Lorenzo Watershed. Services include regular inspection of septic systems, promotion of septic system upgrade and maintenance, property owner education, water quality monitoring, and development of alternative wastewater disposal methods where septic systems are not suitable.

Revenue is obtained by collection of an annual service charge from all developed parcels within the San Lorenzo Watershed (established as Zone A of County Service Area 12). Services are primarily provided by the Environmental Health Service (Index 362860), and charged against Index 133608. Service charges will remain at \$18.54 per parcel. Any carried-over fund balance will be available for studies in problem areas, initiation of sewer projects, loans for septic system upgrades, septic system abatement, and long-term maintenance of effort.

In 1996-97, CSA 12-A funds were used to conduct a feasibility study of sewer options for the Greater Pasatiempo area. The project is currently being considered by the Greater Pasatiempo community and, if a majority of property owners agree to pay a proposed assessment, a further expenditure of CSA 12-A funds is expected. It is anticipated that CSA 12-A would be repaid by the assessment district for the sewer project, if and when it is created.



**Human Resources Agency**  
**Cecilia Espinola, Director**  
Unit Number 39/00/00

Fund: General  
Function: Public Assistance  
and Public Protection

| Financing Use<br>Classification | Actual<br>2000-01    | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|----------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 27,796,188        | \$ 33,906,283           | \$ 31,609,837                  | \$ 32,162,562        | \$ 32,162,562        | \$ (1,743,721)                     |
| Services & Supplies             | 10,689,092           | 11,980,674              | 12,867,000                     | 12,539,424           | 12,539,424           | 558,750                            |
| Other Charges                   | 38,848,101           | 46,065,073              | 43,865,758                     | 42,141,659           | 42,141,659           | (3,923,414)                        |
| Fixed Assets                    | 1,174,973            | 157,000                 | 273,918                        | 0                    | 0                    | (157,000)                          |
| Intra-Fund Charges              | (401,960)            | (220,100)               | (285,365)                      | (375,022)            | (375,022)            | (154,922)                          |
| <b>TOTAL EXPEND</b>             | <b>\$ 78,106,394</b> | <b>\$ 91,888,930</b>    | <b>\$ 88,331,148</b>           | <b>\$ 86,468,623</b> | <b>\$ 86,468,623</b> | <b>\$ (5,420,307)</b>              |
| Less: Revenue                   | \$ 69,071,916        | \$ 81,294,193           | \$ 77,519,576                  | \$ 77,398,803        | \$ 77,398,803        | \$ (3,895,390)                     |
| <b>NET COUNTY COST</b>          | <b>\$ 9,034,478</b>  | <b>\$ 10,594,737</b>    | <b>\$ 10,811,572</b>           | <b>\$ 9,069,820</b>  | <b>\$ 9,069,820</b>  | <b>\$ (1,524,917)</b>              |

|                 |  |        |  |        |        |         |
|-----------------|--|--------|--|--------|--------|---------|
| Total Positions |  | 595.60 |  | 564.10 | 569.10 | (40.50) |
|-----------------|--|--------|--|--------|--------|---------|

## AGENCY DESCRIPTION

Santa Cruz County is mandated by state and federal law to provide a variety of human services to its residents. The Human Resources Agency programs are included in 10 general fund index codes for 2002-03. In addition, a new non-general fund Index Code 133950, which is not reflected in the above chart, is included in the proposed budget to account for the newly-created In Home Supportive Services (IHSS) Public Authority. This program is fully discussed in the narrative, and budget materials are included with the Department's individual budget indexes at the end of the narrative.

Index Code 391200 contains Homeless Program contracts. Index Code 391600 reflects the staff and operating costs for the Workforce Investment Board Administration. Index code 391700 contains the cost of participant wages associated with work experience for both adults and youth. Index Code 392100 reflects the staff and operating costs for social services programs, cash assistance and public benefit programs, as well as the administrative staff responsible for the social services and welfare functions and overall administration of the Human Resources Agency.

Index Code 392200 reflects categorical aid payments to recipients of public assistance and includes the County share of IHSS Public Authority costs. Index Code 392300 represents the costs for aid payments to General Assistance clients. Index Code 392400 includes various grant funded contracts. Index Code 393000 includes the staff and operating cost for Veterans' Services. Index Code 394000 contains staff and operating costs for the Public Guardian. HRA also administers contracts with community based organizations within Index Code 395200 - Community Programs.

## 2002-2003 RECOMMENDED BUDGET

The recommended budget reflects a decrease in expenditures of \$5,420,307 and an increase in revenues of \$3,895,390 for a decrease in Net County Cost of \$1,524,917. The Public Authority budget, Index No. 133950, reflects \$4,020,337 in both expenditures and revenues; the County's portion of the IHSS Public Authority costs, including the \$700,000 allocation for wage increases, are budgeted in Index No. 392200.

HRA's proposed budget reflects reductions implemented to address the loss of local Utility Tax revenue as well as significant decreases associated with anticipated reductions in State and Federal allocations across most programs. Over the last three years, State allocations have not kept pace with the local cost of doing business increases. Once again, the Governor's proposed 02-03 budget does not include cost of doing business increases for most programs. These variables, in addition to the passage of Proposition L, impact HRA's ability to sustain current expenditure levels.

In addition, the impacts of the proposed budget reductions are compounded because the budget incorporates State mandated increases and the Board approved \$700,000 in net county cost increases associated with Independent Provider (IP) wages, as well as increases in Public Authority Administration costs, Adoptions Assistance payments, and County overhead charges. For example, although the total Net County Cost reductions for the Department are \$1,524,917, HRA's largest budget index (392100), which covers overall department administration costs, reflects net county savings of \$2,578,177. Thus, the confluence of decreased local, state and federal revenues, and required increases in Public Authority expenditures, result in significant budget reductions throughout the Department, including Community Programs.

To address these budget issues, HRA has examined services across the Agency and the proposed recommendations are designed to create the least impact on direct services to clients. All HRA divisions and all recipients of Community Programs funds will be affected.

To address impacts within the agency, HRA staff will be redesigning service delivery models where necessary to accommodate both current programmatic realities and reduced funding levels. In addition, HRA's budget includes a 12.5% reduction of base funding to Community Programs. Other reductions include the deletion of one time only funding across all HRA indexes (including Community Programs), decreases in other contracted services, and significant reductions to Services and Supplies, and Other Charges. There are no fixed assets in the proposed budget. Given the magnitude of the cuts, HRA anticipates that 02-03 will be a difficult year.

The following services in Child Welfare, Adult Services, and Administrative support will be impacted by both Measure L and anticipated State and Federal budget reductions:

### **Child Welfare and Adult Services**

- Eliminate Social Worker services for the Pajaro Valley Unified School District's Healthy Start Program. Over 30 teen parents per month will no longer receive critical parent education and life skills support. An additional 300 students per month will no longer receive drop-in services. Adolescent social worker support services for the La Manzanita Family Resource Center (ABC Initiative) are also being eliminated.
- Reduce the Social Work Support Unit by 25%. This reduction results in approximately 900 court-ordered supervised visits per year which will be absorbed by other Child Welfare staff. In addition, 1300 supervised visits per year provided by a non-profit agency will also be redirected to child welfare staff which could jeopardize compliance with court-ordered

visitation.

- o Transfer of the Day Care Licensing Function from HRA to the California Department of Social Services.
- o Reduce legal services and administrative support for Child Welfare Services.
- Eliminate the opportunity to take advantage of a State supported rate increase for the Transitional Housing Placement Program (THPP). This rate increase requires a County share of cost. Currently, the THPP provides supportive transitional housing opportunities for up to 10 youth ages 16-18 who are preparing to exit the foster care system and live independently. In a high cost-of-living community a rate increase is critical in maintaining and expanding this important program for youth.
- Eliminate funding for a dedicated District Attorney Investigator position for Financial Abuse Specialist Team. This reduces the level of service available to investigate and intervene on behalf of adults who are at risk of losing financial resources.
- o Reduce Adult Services contracts with community-based organizations for respite care, nursing care, and medical equipment.
- Reduce the number of Social Worker Supervisors resulting in adverse span of control impacts which brings the supervisor/worker ratio above the standard recommended by the Child Welfare League of America. Supervisors play a critical role in reviewing casework decisions that assess risk to children.
- o Reduce the number of case carrying Child Welfare Senior Social Workers, resulting in approximately 50 families per month whose cases will need to be transferred to existing staff.
- o Reduce Child Welfare Analyst support by 33%, impacting the Department's ability to monitor contract performance and meet State compliance standards. Also decreases staff capacity to respond to new initiatives and seek additional grants.
- o Eliminate supportive services funds for child welfare families and youth participating in the Independent Living Skill Program. These funds provide housing, dental services, education support, and specialized training assistance for families and youth.

### **Administrative Support Services**

- Reduce overall coordination and integration of community-based early intervention and prevention efforts with HRA services. This will be a significant impact on administrative support provided to La Manzana. The reduction may jeopardize progress in other community initiatives and curtail ability to pursue other sources of grant funding.
- Eliminate a Staff Development Analyst position. This reduction would impact staff ability to provide training to employees, develop additional trainings that focus on integrated services given that many clients are enrolled in multiple programs.
- Reduce Data Processing Coordination function. With major technology mandates such as California Welfare Information Network (Cal-WIN), Electronic Benefits Transfer (EBT), and

Child Welfare Service - Case Management System (CWS-CMS), reduced services jeopardize accuracy and timeliness of local and state data reports.

- Reduce Accounting support which may result in delayed payments to clients.
- a Eliminate all fixed assets in the HRA budget.
- a Reduce travel, services and supplies budget.

The following services in Careerworks and Benefit Services divisions will be impacted by anticipated State and Federal budget reductions:

### **Careerworks and Benefit Services**

- a Downsize Career Centers from three full service centers to two. Services at the Emeline complex will be significantly reduced. Approximately 600 people per month utilize the Emeline Career Center. While every effort will be made to redirect participants to the Mid-County and Watsonville career centers, transportation and other access issues will impact utilization.
- a Reduce the number of eligibility workers in the CalWORKs Welfare to Work program. This impacts staff's ability to engage the hardest to serve participants many of whom will no longer be eligible for assistance because they are coming up against the Federally imposed 5 year lifetime limit on aid.
- Reduce Social Worker support to CalWORKs Participants by 40%. This reduction results in the loss of social work case management services to approximately 150 participants per month. All of these participants face significant barriers to employment including substance abuse, mental health and/or domestic violence. The absence of this support jeopardizes their ability to meet CalWORKs employment requirements and creates additional stress on other community-based service providers which are also facing budget cuts.
- a Reduce significantly management oversight of multiple core programs. This will jeopardize critical case consultation and ongoing program management ultimately impacting the quality of services delivered to participants.
- Reduce funding for housing, literacy, transportation and emergency support resources for CalWORKs participants.
- a Reduce the number of Cal-WORKS Intake and Food Stamp Eligibility Workers. This impacts ability to determine eligibility, and respond in a timely manner to information received from applicants and participants which may ultimately impact error rates and result in over or underpayments.
- Eliminate a Medi-Cal Eligibility Intake Worker position. This jeopardizes timely eligibility determination and impacts participants' ability to access medical care in a timely fashion.

Because HRA positions are funded by a combination Federal, State, and/or County funds, achieving a reduction in Net County Cost of this magnitude requires deleting 40.5 FTE positions. These reductions impact all divisions and breakout as follows:

| <b>PROPOSED DELETED POSITIONS</b> |                                |               |
|-----------------------------------|--------------------------------|---------------|
| Category                          | Classification                 | No. Positions |
| Management                        | Assistant Division Director    | 1.0           |
|                                   | Employment Training Supervisor | 3.0           |
|                                   | Program Manager                | 1.0           |
|                                   | Analyst                        | 1.5           |
| Training                          | Eligibility Worker I's         | <b>4.0</b>    |
| support<br>Services               | Accountant                     | 1.0           |
|                                   | Data Processing Coordinator    | 1.0           |
|                                   | Clerks                         | 3.0           |
| Direct Services                   | Employment Training Specialist | 2.0           |
|                                   | Social Workers                 | 9.0           |
|                                   | Social Work Supervisor         | 1.0           |
|                                   | Eligibility Workers            | 13            |
| <b>Total</b>                      |                                | <b>40.5</b>   |

## Community Programs

Recipients of Community Programs funding are in the process of developing strategies to address a \$559,109 reduction in base funding, constituting a 12.5% cut in County funds. In addition, some agencies must also incorporate the loss of \$424,000 in one time only Community Programs funding, and reductions in other federal and state funded contracts. Based on a preliminary analysis reported to the Board of Supervisors in January, senior citizens and the poorest families and individuals in our community will experience a wide range of drastic service reductions, including but not limited to the following estimated reductions:

- 10,800 fewer home delivered meals to the frail and elderly
- 87,000 fewer meals provided through the food banks
- 70 fewer food vouchers for pregnant and nursing mothers
- 18,600 fewer hours of childcare for the County's poorest families
- 3,500 fewer shelter days and nights for the County's homeless
- 1,000 fewer visits to medical and dental clinics
- 3,400 fewer counseling hours
- 250 fewer **Elder** Day-treatment days

## CAREERWORKS DIVISION

The Careerworks mission is to build employment, economic prosperity, and family well-being with the community. The three main program areas within Careerworks are Workforce Investment Act (WIA) programs for adults, youth, and employers; the CalWORKs Welfare-to-Work and Cash Aid Program for families with dependent children and Child Care Subsidy Programs.

### Career Centers

Through the three Workforce Santa Cruz County Career Centers, Careerworks assists job seekers and workers as they move up the employment ladder toward self-sufficiency, and assists

employers in need of qualified employees. Careerworks customers include employers, job seekers, economically disadvantaged youth and adults, CalWORKs Welfare-to-Work participants, individuals with low basic skills, older workers, ethnic minorities, single parents and heads of households, persons with disabilities, ex-offenders, veterans, the homeless, and workers permanently dislocated by plant shutdowns, corporate restructuring and economic downturns.

Careerworks operates the Career Centers in a partnership with the Employment Development Department and other community partners. The following services are available through the Career Centers.

### Workforce Investment Act Services

The Workforce Investment Board establishes policy for WIA services in Santa Cruz County. WIA funds support employment and training services for job seekers in three ways. First, universal job search assistance is available to all job seekers and is provided in a group or self-directed setting. Second, intensive services are provided to WIA eligible adults and dislocated workers and include individualized assessment, career planning, and ongoing case management services. Third, occupational training is provided for WIA participants who need the greatest amount of support to become employed and achieve economic self-sufficiency. Training activities include: vocational training, basic skills instruction, paid work experience, on-the-job training, skills upgrade training, occupational retraining, and post employment follow-up services. In 2001-02, approximately 676 job seekers will receive WIA supported training services.

In early 2002, Careerworks, in collaboration with other Workforce Santa Cruz County partners, initiated the Business Services Team to provide specialized services for employers. These services include skill upgrade training for employed workers, access to current labor market information, human resource support, and business outreach and networking.

### WIA Youth Programs

Under WIA, the Youth Employment Program provides comprehensive youth development services to approximately 200 low income and at-risk youth annually. These intensive services are designed to increase the likelihood that participants will become gainfully employed and achieve long-term success. The Workforce Investment Board Youth Council develops recommendations on youth employment and enrichment services throughout the community.

### CalWORKs Continuing Cash Aid

CalWORKs provides temporary cash aid and employment assistance for families with dependent children. Intake services are provided by the HRA Benefit Division. Under CalWORKs, cash benefits have a lifetime limit of 60 months, and employment services are limited to 18-24 months. Adult recipients must meet hourly work-participation requirements as a condition of receiving aid, unless they qualify for a disability or hardship exemption.

Over the past four years, a strong economy has contributed to declining CalWORKs caseloads. However with the economy slowing, caseloads are expected to remain stable or increase slightly in the coming year.

Average monthly caseloads for the CalWORKs Continuing Cash Aid Program are listed below:

| <u>Year</u> | <u>Average</u><br><u>Monthly</u><br><u>Caseload</u> |                  |
|-------------|---|------------------|
| 98-99       | 2491  |                  |
| 99-00       | 2057  |                  |
| 00-01       | 1616  |                  |
| 01-02       | 1471  | Estimated/Actual |
| 02-03       | 1500  | Projected        |

### CalWORKs Welfare-to-Work Program

The CalWORKs Welfare-to-Work Program offers a full range of employment, training, and support services geared towards assisting CalWORKs participants to become job ready and move off cash aid and into the labor force. These services include assessment and career planning, job search assistance, vocational training, basic skills instruction, **job** retention support and post aid follow up services. The Program is also required to provide supportive services such as child care and transportation assistance. CalWORKs services are fully integrated with the Workforce Investment Act programs in the Workforce Santa Cruz County Career Centers. Additionally, Social Work staff are available to assist participants to arrange for mental health services, substance abuse treatment and domestic abuse intervention services provided by County Mental Health, County Drug/Alcohol, Families in Transition (FIT), the HRA Family and Children's Services Division, and other public and community partner agencies.

### Total CalWORKS & WIA Costs

|              | 01-02<br>Est/Act | 02-03<br>Request | 02-03<br>Recommend |
|--------------|------------------|------------------|--------------------|
| Expenditures | \$ 19,828,870    | \$ 18,713,605    | \$ 18,713,605      |
| Revenue      | \$ 18,682,975    | \$ 17,567,710    | \$ 17,567,710      |
| County MOE   | \$ 1,145,895     | \$ 1,145,895     | \$ 1,145,895       |

### Child Care Program

The Careerworks Child Care Program provides child care subsidies for eligible families, most of whom are involved in other HRA employment and training programs. The Program operates in close coordination with CareerWORKs employment training programs and Child Welfare Services, as well as with child care programs in the general community. These programs are primarily funded by the California Department of Education (CDE) and the California Department of Social Services (CDSS) and emphasize informed parental choice of child care providers through centers or in individual homes.

### CalWORKS Child Care

In response to welfare reform, California developed the three-stage CalWORKs child care system specifically to support increasing degrees of self-sufficiency for families in the Welfare-to-Work program as well as families transitioning off cash aid. Stage One childcare is funded through

CDSS in the CalWORKS allocation, and serves families on cash aid participating in Welfare-to-Work activities. Stage Two childcare is funded through CDE, and serves families transitioning off CalWORKs cash aid. In Stage Two, families initially are provided child care through Careerworks and then later transition to the Santa Cruz County Parents Association (SCCPA) program. Stage Three child care is funded through CDE and is limited to families who have already reached their 24-month maximum on Stage Two.

#### Other Child Care Programs

Careerworks continues to operate other non-welfare-linked programs under contract with CDE. The priority for the Alternative Payment Program (APP) is to provide services for low income parents who are working or participating in County approved activities, for parents who are incapacitated and for children who are at risk of abuse or neglect. Careerworks also operates the Federal Child Care and Development Block Grant Program which provides services for low-income families as well as WIA-supported child care for parents participating in WIA training programs.

#### Child Care Caseloads & Staffing

Stage One child care cases are managed by CalWORKs Eligibility Workers who are also responsible for CalWORKs eligibility case management. Stages Two and Three as well as other Careerworks child care programs remain in a separate unit. Average monthly child care caseloads continue to fluctuate as parents enter the workforce, move toward self sufficiency and increase their ability to pay child care costs from earned income.

#### Average Monthly Caseloads Paid

| Year  | Status     | WIA | APP/FBG | Stage One | Stage Two | Stage Three | Total |
|-------|------------|-----|---------|-----------|-----------|-------------|-------|
| 98-99 | Actual     | 26  | 195     | 658       | 135       | 34          | 1048  |
| 99-00 | Actual     | 28  | 170     | 721       | 199       | 28          | 1146  |
| 00-01 | Actual     | 11  | 182     | 561       | 247       | 42          | 1043  |
| 01-02 | Est/Actual | 11  | 187     | 552       | 259       | 44          | 1053  |
| 02-03 | Projected  | 29  | 198     | 559       | 285       | 48          | 1119  |

#### Total CDE & Other Child Care Program Costs

|                 | 01-02<br>Est/Act | 02-03<br>Request | 02-03<br>Recommend |
|-----------------|------------------|------------------|--------------------|
| Administration  | \$ 894,438       | \$ 810,404       | \$ 810,404         |
| Direct Payments | \$ 3,691,448     | \$ 3,691,448     | \$ 3,691,448       |
| Total           | \$ 4,585,886     | \$ 4,501,852     | \$ 4,501,852       |
| Revenue         | \$ 4,585,886     | \$ 4,501,852     | \$ 4,501,852       |
| Net County Cost | \$ 0             | \$ 0             | \$ 0               |

## BENEFIT SERVICES DIVISION

The Benefit Services Division is the entry point for a variety of safety net services for low-income families and individuals in the community. The primary direct aid programs in this division are Medical, Food Stamps, General Assistance, Refugee Resettlement, Veterans Services, and CalWORKs Intake.

During the upcoming fiscal year, the Division will be planning for the implementation of CalWIN, a Windows based, integrated computer application that will replace the current Case Data System in 2003. This is the single largest automation project ever undertaken by the Agency and will require extensive process redesign, particularly in eligibility functions. In addition, by November 2002, Electronic Benefits Transfer (EBT) will allow CalWORKs and Food Stamp participants to receive benefits through an electronic swipe card. The EBT system provides numerous benefits to clients including improved security and better access to benefits. This year the option of direct deposit for cash aid benefits is available to all CalWORKs and General Assistance participants.

In addition, the Division will continue to focus on partnerships with community initiatives to increase the participation of low-income workers in available health insurance, nutrition activities, and other work support services such as the Earned Income Tax Credit and energy assistance programs.

### Medi-Cal Program

The Medi-Cal Program in California is part of the federal Medicaid program administered by the State Department of Health. Medi-Cal reimburses medical providers for eligible service on behalf of the client. Clients are eligible for Medi-Cal if they are receiving CalWORKs, are low-income and under the age of twenty-one, over the age of sixty-five, blind or disabled. The Central Coast Alliance for Health continues to provide managed health care for all Medi-Cal recipients who do not have a share of costs. HRA continues to collaborate with the Santa Cruz County Healthcare Outreach Coalition to outreach to county residents who may be eligible for health benefits but have not yet applied. In the upcoming fiscal year, a new outreach effort, Express Lane Eligibility (authorized by AB 59), will allow for screening and enrolling children who qualify for free or reduced School Lunch into Medi-Cal or Healthy Families.

New State mandated regulations and programs have simplified the application and ongoing eligibility processes for the Medi-Cal Program. A simplified Medi-Cal application package and the option of mailing in the application is intended to make it easier for adults and families to apply for and receive Medi-Cal benefits as quickly as possible. Continued community outreach and improvements to the Medi-Cal application process are expected to increase the Medi-Cal ongoing caseload in the next fiscal year by 10%.

Average monthly Medi-Cal caseloads and projections are shown below:

| Year  | Average Monthly<br>Caseload |                  |
|-------|-----------------------------|------------------|
| 98-99 | 9,872                       |                  |
| 99-00 | 9,911                       |                  |
| 00-01 | 10,210                      |                  |
| 01-02 | 11,223                      | Estimated/Actual |
| 02-03 | 12,345                      | Projected        |

**Med-Cal Administration Costs**

|                 | 01-02<br>Est/Act | 02-03<br>Request | 02-03<br>Recommend |
|-----------------|------------------|------------------|--------------------|
| Expenditures    | \$ 7,275,346     | \$ 8,265,808     | \$ 8,265,808       |
| Revenue         | \$ 7,275,346     | \$ 8,265,808     | \$ 8,265,808       |
| Net County Cost | \$ 0             | \$ 0             | 0                  |

**Food Stamp Program**

The Food Stamp Program assists low-income households by issuing coupons that can be exchanged for food in local stores. In addition to the low-income individuals and families who receive only food stamps, the majority of CalWORKs households also receive food stamps. Federal reauthorization of the Food Stamp Program will be implemented during 2002-03.

The Food Stamp program maintains high accuracy rates through its Quality Enhancement Program. The program works with many community based agencies to help ensure food security for children and legal immigrants as well as the aged, homeless, unemployed, under-employed and disabled.

The Food Stamp Program continues to offer the Employment and Training (FSET) Program to help homeless adults without dependents maintain food stamp eligibility while preparing for self-sufficiency. The FSET program serves approximately 30 people each month.

Caseloads for 2001-02 have increased by 17%. This increase primarily is due to two factors: programmatic changes including the implementation of a simplified application; and continued Food Stamp outreach efforts. Based on the increased number of applications received this year, a caseload increase of 10% is projected for 2001-02.

| Year  | Average Monthly<br>Caseload |                   |
|-------|-----------------------------|-------------------|
| 98-99 | 2046                        |                   |
| 99-00 | 1810                        |                   |
| 00-01 | 1700                        |                   |
| 01-02 | 1996                        | Estimated/ Actual |
| 02-03 | 2196                        | Projected         |

**Food Stamp Administration Costs**

|                 | 01-02<br>Est/Act | 02-03<br>Request | 02-03<br>Recommend |
|-----------------|------------------|------------------|--------------------|
| Expenditures    | \$ 3,217,866     | \$ 3,816,339     | \$ 3,816,339       |
| Revenue         | \$ 2,802,146     | \$ 3,314,436     | \$ 3,314,436       |
| Net County Cost | \$ 415,722       | \$ 501,903       | \$ 501,903         |

### CalWORKs Intake

The CalWORKs (California Work Opportunity and Responsibility to Kids) Program provides temporary cash assistance and employment assistance for low-income families with dependent children. CalWORKs is funded by the federal Temporary Assistance to Needy Families (TANF) program. Benefit Services Division staff determine initial eligibility for the CalWORKs Program.

Applications for 2001-02 have increased by 15%. This increase in applications is due to a slow economy and local plant closures. It is anticipated that this trend will continue through the next fiscal year with a projected 5% increase in number of applications received.

| <u>Year</u> | <u>Average Monthly Applications</u> |                   |
|-------------|-------------------------------------|-------------------|
| 98-99       | 190                                 |                   |
| 99-00       | 158                                 |                   |
| 00-01       | 142                                 |                   |
| 01-02       | 163                                 | Estimated/Actuals |
| 02-03       | 171                                 | Projected         |

### Refugee Resettlement Program

The Refugee Cash Assistance (RCA) program will continue to be available through a TANF block grant. The Program serves refugees who enter the country under the Refugee Resettlement Program, providing time limited cash assistance grants to assist refugees resettling in the U.S. For the past several years there has been an average of 1 case per month.

### General Assistance (Index No. 392300)

The State Welfare and Institutions Code, Chapter 17000, mandates the General Assistance (GA) Program. The Program is 100% County funded. The GA program provides cash assistance to eligible disabled or unemployed county residents who are ineligible for other aid programs. GA enables them to meet basic needs while other means of support are obtained.

The majority of participants receiving General Assistance payments have pending applications for Supplemental Security Income (SSI). During 2001-02 HRA contracted with HSA to employ a full-time SSI Advocate to expedite SSI eligibility for these GA clients. The SSI Advocate has initially concentrated on assisting clients with pending SSI cases. This strategy has resulted in a 22% decline in the number of GA clients. In addition, when GA clients are approved for SSI, the County is repaid the amount of money paid to the client during the period of time the applicant was under review by the SSI Program.

Employable GA clients, who typically comprise less than 5% of all GA clients, are placed in an intensive job search program, with which they must comply to continue receiving funds.

The GA unit has also been assigned to provide eligibility services for individuals wishing to apply for the Cash Assistance Program for Immigrants (CAPI). CAPI is a county consortia-administered program, which provides cash assistance for aged, blind and disabled immigrants who are no longer eligible for federal Supplemental Security Income due to their immigration status. Along with CAPI, the GA unit is also responsible for the Food Stamp Program for GA clients.

Average monthly GA caseloads are projected to remain constant during the next fiscal year.

| Year  | Average Monthly<br>Caseload |                  |
|-------|-----------------------------|------------------|
| 97-98 | 168                         |                  |
| 98-99 | 167                         |                  |
| 99-00 | 144                         |                  |
| 00-01 | 158                         |                  |
| 01-02 | 123                         | Estimated/Actual |
| 02-03 | 123                         | Projected        |

### **General Assistance Administration Costs**

|                 | 01-02<br>Est/Act | 02-03<br>Request | 02-03<br>Recommend |
|-----------------|------------------|------------------|--------------------|
| Expenditures    | \$ 319,531       | \$ 223,061       | \$ 223,061         |
| Revenue         | \$ 0             | \$ 0             | \$ 0               |
| Net County Cost | \$ 319,531       | \$ 223,061       | \$ 223,061         |

### **Veterans Service Office** (Index No. 393000)

The Veterans Service Office (VSO) provides claims and appeals assistance, case management, information and referral, and veteran's advocacy. Assistance is provided in a variety of areas that include compensation and pension, health and dental care, vocational rehabilitation, educational assistance, home loans and government life insurance. Additionally, the office provides direct counseling referrals for alcohol and drug abuse, family readjustment and posttraumatic stress disorder. In order to better serve veterans in South County, an office located near the Career Center in the Veteran's Memorial Building in Watsonville was opened in March 2002.

During 2001-02, the VSO filed 2,290 claims on behalf of County veterans. With the support of volunteers who devoted 1,848 hours of their time, 1,587 veterans were transported to VA healthcare and clinical service providers.

During the most recent federal fiscal year, the VSO generated \$2,148,397 in new cash benefits for Santa Cruz County veterans. This represents an increase of 21% in new benefits over the prior year. A total of \$16,031,830 in cash benefits was paid to veterans, dependents and survivors in our community.

### **ADULT AND LONG TERM CARE SERVICES DIVISION**

The Adult Services and Long Term Care Division provides assistance to the elderly, to disabled and to dependent adults. Services are provided to clients throughout the county, with offices in Santa Cruz and Watsonville. With the increasing population of elderly and dependent adults in our community, the Division anticipates continued growth in service needs.

Division programs include In-Home Supportive Services (IHSS), Adult Protective Services (APS), Multipurpose Senior Services Program (MSSP), Out-of-Home Care, and Public Guardian (PG).

Multiple factors have increased the reliance on Adult Services programs, including regulation changes which have expanded eligibility, the diminished capacity of community resources to provide support services, and the success of outreach efforts to educate the community about available services. The **IHSS**, APS, and PG programs are particularly affected by the increased service delivery demands and regulatory requirements. Internal efforts have occurred to streamline intake procedures and to incorporate computer systems for tracking activities. In addition, various efforts are occurring to link with community partners so that a more integrated delivery system is available.

#### In-Home Supportive Services (IHSS)

The IHSS Program is a state mandated program which provides assistance to low income aged; blind, and disabled individuals to enable them to remain safely in their own homes. As an alternative to out of home care, IHSS is the foundation for preserving a person's ability to remain independent. A significant portion of the IHSS is the Personal Care Services Program (PCSP), which is linked to Federal funds and targets Medi-Cal eligible clients who require personal care assistance. The IHSS social workers authorize services, including domestic and housekeeping services, meal preparation, and personal care such as bathing and dressing.

Santa Cruz County currently utilizes a mixed mode service delivery system. IHSS clients elect to receive services from an Individual Provider (IP) whom they hire themselves or from a provider employed by a private in-home care agency under contract with the County. Approximately 70% of IHSS clients utilize individual providers, 28% utilize the contract, and 2% utilize a mix of the two modes of service delivery.

IHSS continues to experience dramatic growth, due primarily to the broadened links to Medi-Cal. Efforts are on going to maximize coordination with community programs and to conduct outreach efforts about the benefits of IHSS. A rise in the number of children receiving IHSS and the number of individuals requiring personal care are indicators of the expansion and complexity of the Program.

Average monthly **IHSS** caseloads are shown below:

| Year  | Average Monthly<br>Caseload |                  |
|-------|-----------------------------|------------------|
| 97-98 | 1303                        |                  |
| 98-99 | 1299                        |                  |
| 99-00 | 1355                        |                  |
| 00-01 | 1394                        |                  |
| 01-02 | 1453                        | Estimated/Actual |
| 02-03 | 1569                        | Projected        |

IP wages have been shifted to the new Public Authority Index 133950 thus accounting for Net County Cost reductions in IHSS Support Services Program Costs.

**In-Home Support Services Program Costs**

|                 | <u>01-02<br/>Est/Act</u> | <u>02-03<br/>Request</u> | <u>02-03<br/>Recommend</u> |
|-----------------|--------------------------|--------------------------|----------------------------|
| Administration  | \$ 1,489,780             | \$ 1,721,339             | \$ 1,721,339               |
| Contract Costs  | \$ 2,038,501             | \$ 2,042,500             | \$ 2,042,500               |
| Provider Costs  | \$ 8,436,892             | 0 \$                     | 0                          |
| Total           | \$ 11,965,173            | \$ 3,763,839             | \$ 3,763,839               |
| Revenue         | \$ 9,161,006             | \$ 3,056,438             | \$ 3,056,438               |
| Net County Cost | \$ 2,804,167             | \$ 707,401               | \$ 707,401                 |

**In Home Supportive Services Public Authority**

The In-Home Supportive Services Public Authority began operation in February 2002. The Public Authority was established by State mandate under AB 1682 to increase wages and benefits for the Independent Providers (IP's), and to improve consumer access to qualified and reliable care providers. The agency is the employer of record for 1,200 Home Care Providers, and operates a Provider Registry to refer potential providers to elderly and disabled consumers who are in need of home care. The consumer of IHSS remains the employer for the purpose of hiring, supervision, training and termination. Independent Providers are represented by the local Services Employees International Union (SEIU).

In 2002-03, the goals of the IHSS Public Authority, as established by the IHSS Advisory Commission, are to recruit 400 providers to the new Provider Registry and to match the needs of consumers with the skills of providers. The agency also plans to implement a training program for providers. In addition, the agency staffs the IHSS Advisory Commission.

**Public Authority IHSS Program Costs**

|                  | <u>01-02<br/>Est/Act</u> | <u>02-03<br/>Request</u> | <u>02-03<br/>Recommend</u> |
|------------------|--------------------------|--------------------------|----------------------------|
| Administration   | \$ 506,901               | \$ 929,864               | \$ 929,864                 |
| Provider Costs   | \$ 0                     | \$ 11,355,762            | \$ 11,355,762              |
| Total            | \$ 506,901               | \$ 12,285,626            | \$ 12,285,626              |
| Revenue          | \$ 391,315               | \$ 9,350,388             | \$ 9,350,388               |
| Net County Cost* | \$ 115,586               | \$ 2,935,238             | \$ 2,935,238               |

\* The Net County Cost associated with this function is budgeted in the 392200 index.

Net County Costs for the entire IHSS program (including IHSS Administration costs, Contract costs, IP Provider wages, and Public Authority Administration costs) have increased by \$722,886 from

2001-02 to 2002-03. The bulk of this increase is attributed to IP provider wage increases approved by your Board during the 2001-02 fiscal year and related Public Authority Administrative costs.

#### Adult Protective Services (APS)

APS is a mandated Social Security Act service which provides intervention on behalf of elderly and dependent adults who are unable to protect themselves from abuse, neglect, or exploitation, or who are unable to secure the basic necessities of life due to incapacity. Services include investigation, assessment, crisis intervention, service planning, arrangement of out-of-home care, and referral for money management, conservatorship or other community resources.

The Program targets primarily frail elderly or dependent adults who are endangered by physical abuse, neglect / self-neglect, abandonment, financial exploitation or are in potentially life-threatening situations. Elderly or dependent adults at lower levels of risk may also receive APS intervention depending on the severity of the risk and the availability of community resources to assist them. Fiscal exploitation of both elderly and dependent adults continues to be an increasing concern reflected in referrals to APS. Nearly 70% of APS referrals are over the age of 65 and 65% are female.

In 2001-02, the escalating incidence of financial abuse prompted the development of a Financial Abuse Specialist Team (FAST), consisting of representatives from APS, PG, the District Attorney's Office, law enforcement, and the Ombudsman. The purpose of this team is to develop a coordinated response in the investigation of financial abuse cases. Initial operation of the team indicates that victim's assets are more quickly protected and the likelihood of prosecution of the perpetrator increases. Approximately 25-30% of monthly APS referrals are linked to allegations of financial abuse.

Another inter-agency approach has been the development of the Neglected Properties Task Force. This group includes several County Departments and other public agencies that convene to review intervention strategies for complex cases involving sub-standard property conditions where health and safety hazards exist for vulnerable elders or dependent adults.

It is anticipated that 2002-03 will continue trends of increased referrals and heightened complexity of caseloads. Outreach efforts, the centralized intake system and the standardized single point of entry have greatly enhanced the community's interaction with APS.

Adult Protective Services annual referral count and completed investigations are shown below:

| Year  | Referrals<br>Received | Investigations<br>Completed |                  |
|-------|-----------------------|-----------------------------|------------------|
| 98-99 | 448                   | 249                         |                  |
| 99-00 | 469                   | 330                         |                  |
| 00-01 | 612                   | 367                         |                  |
| 01-02 | 598                   | 386                         | Estimated/Actual |
| 02-03 | 622                   | 405                         | Projected        |

### **Adult Services Administrative Costs**

|                 | <b>01-02<br/>Est/Act</b> | <b>02-03<br/>Request</b> | <b>02-03<br/>Recommend</b> |
|-----------------|--------------------------|--------------------------|----------------------------|
| Expenditures    | \$ 1,227,210             | \$ 1,220,161             | \$ 1,220,161               |
| Revenue         | \$ 1,170,562             | \$ 1,163,513             | \$ 1,163,513               |
| Net County Cost | <b>\$ 56,648\$</b>       | <b>56,648\$</b>          | <b>56,648</b>              |

### **Out-of-Home Care For Adults/APS Placement Activities**

Out-of-Home Care for Adults is provided to clients who are unable to remain in independent living situations and need to be placed in licensed facilities. This component of APS provides social work assistance with the placement. Transfers to and from community care facilities, nursing homes, hospitals, and other institutions are facilitated. The objectives of this Program are to ensure healthy, safe, and stable homes for adults, to secure appropriate out-of-home living arrangements when necessary, and to support clients in returning to their homes whenever possible. Approximately 15% of APS cases receive out-of-home placement services.

### **Multipurpose Senior Services Program (MSSP)**

MSSP coordinates home and community-based services for people 65 years of age or older, eligible for Medi-Cal, and considered at risk of placement in an intermediate care or skilled nursing facility. This Program serves some of the most frail individuals in our community. The goal of the program is to prevent or delay long-term institutionalization of the frail elderly, and to assist in their safe return home following release from hospitals or nursing facilities.

MSSP is administered at the state level by the Department of Aging, under authority of a Federal Health Care Financing Agency Medicaid Waiver, and the State Department of Health Services. Funding is provided through Medicaid and the State General Fund. Santa Cruz County contracts to serve a monthly caseload of 200 clients. MSSP services are provided through a multi disciplinary approach. Teams of social workers and public health nurses assess client needs, develop care plans, and arrange for and monitor the delivery of services. Outreach efforts are a continuous part of the MSSP operation to facilitate community referrals and to maintain the required grant census.

### **Public Guardian (Index No. 394000)**

The Public Guardian's (PG) Office provides conservatorship services to Santa Cruz County residents who are unable to care for themselves because of physical illness and/or mental disorder. The Program is responsible for the investigation of referrals for Lanterman-Petris-Short (LPS) conservatorships and probate conservatorships, as well as providing case management to conservatees. As conservator, the Public Guardian is responsible for the management of clients' finances and/or personal affairs including food, clothing, shelter, medical and psychiatric care and other identified areas. The Public Guardian is committed to recovering assets belonging to conservatees which have been either embezzled or misappropriated by relatives, care givers, or trusted friends of the conservatees. The Public Guardian is also responsible for the administration of the Santa Cruz County Representative Payee Program. Upon appointment as Representative Payee, the Public Guardian's responsibility is to manage clients' income from the Social Security Administration, **SSI** and Veterans' Administration.

Caseloads within the Public Guardian's Office remained relatively stable during **2001-02** , with a steady referral base from both APS and the County Mental Health Department. The Public Guardian is a member of the newly created Neglected Properties Task Force and the Financial Abuse Specialist Team (FAST). With both of these entities fully operational in **2002-03** , it is anticipated that the PG will receive considerably more complex Probate Conservatorship referrals.

Public Guardian caseloads and projections are as shown below:

| Year  | Probate Cases | LPS Cases | M.H. Rep. Payee Cases | Non M.H. Rep Payee Cases | Total Cases |                      |
|-------|---------------|-----------|-----------------------|--------------------------|-------------|----------------------|
| 97-98 | 64            | 127       | 235                   | 29                       | 455         |                      |
| 98-99 | 60            | 144       | 246                   | 29                       | 479         |                      |
| 99-00 | 63            | 133       | 262                   | 28                       | 486         |                      |
| 00-01 | 77            | 142       | 293                   | 27                       | 539         |                      |
| 01-02 | 77            | 145       | 299                   | 23                       | 544         | Estimated            |
| 02-03 | 83            | 150       | 310                   | 26                       | 569         | /Actual<br>Projected |

#### FAMILY AND CHILDREN'S SERVICES DIVISION

The Family and Children's Services Division provides a range of services to children and families including Child Welfare Services, In-Home Family Maintenance Services, Family Preservation Services, Foster Care Services, Adoptions, and Licensing of foster family and family day care homes. These services are provided in offices located in both North and South County.

##### Child Welfare Services

The County of Santa Cruz is required by State and Federal law to provide child welfare services to children who have been abused, neglected, or who are at risk of being so treated. By law, the County is required as a first priority to operate programs which work to maintain children safely in their own homes. If that is not possible, the County must place children with relatives or provide foster homes until the children can be safely returned to their parents, freed for adoption, or placed in the care of a legal guardian. In order to meet its mandates, Child Welfare Services (CWS) works closely with law enforcement, the Juvenile Court, and a variety of community organizations.

##### Emergency Response and Investigation

All reports of suspected child abuse or neglect are received by the Emergency Response (ER) Unit. Social workers in the ER program are available **24** hours a day, **7** days a week to investigate reports of abuse or neglect and determine whether the child is in need of protection. If a social worker determines that it is not possible to maintain the child safely at home, a law enforcement officer takes the child into protective custody and the social worker places the child with an appropriate relative or in a licensed foster home. A juvenile court petition must be filed within **48** hours following removal to temporarily detain the child. The social worker must then develop a plan with the parents to remedy the problems that led to the child's removal.

Annual caseloads for the Emergency Response referrals are shown below.

| Year  | Annual Referrals<br>(Families) |                  |
|-------|--------------------------------|------------------|
| 98-99 | 2,618                          |                  |
| 99-00 | 2,824                          |                  |
| 00-01 | 2,666                          |                  |
| 01-02 | 2,949                          | Estimated/Actual |
| 02-03 | 2,949                          | Projected        |

For 2001-02 the 2,949 referred families represent approximately 5,900 children. Based on the year to date referrals, 3,835 of these children (1,917 families) are projected to be assigned for in-person investigation and/or additional child welfare services.

#### Family Conferencing

CWS strives to provide services for at-risk families, utilizing a strength-based, family-centered approach. In 1998-99, Child Welfare Services implemented the Family Conferencing model, which directly involves families and extended families in case planning. By drawing on the resources of a broad family network, creative and effective solutions are often developed, requiring a lower level of Child Welfare Services intervention and better outcomes for the child. In 2001-02, this program served approximately **54** families.

#### Family Preservation Services

The goal of Family Preservation is to avoid out-of-home placement or safely to return children home from foster care earlier through a home-centered program of counseling and supportive services. Families are referred for Family Preservation Services by their social worker when they have needs and risk factors that need not be addressed formally by the court. For example, risk factors such as homelessness, unstable or substandard housing and lack of transportation can best be addressed through this flexible program. Family Preservation Services are supported by a specific allocation from the State, which is a portion of **HRA's** overall Child Welfare Services allocation. This program serves approximately 20 families each month.

#### Oaia Child Welfare Services

When it is determined that families need assistance beyond the 30-day Emergency Response period, the ongoing services units work with families to develop case plans which have the goal of keeping the child safe. If possible these plans will maintain the child in the home or seek to return the child to the home as soon as the conditions creating the abuse or neglect can be resolved. When juvenile dependency action has been initiated, the Court approves the case plan and periodically reviews the status of each case. The Court may make specific requirements in the case plan, including specifying the services provided and the conditions for family visits. When reunification with their family is not possible, the child is provided with permanency planning services to develop a long-term placement plan that often includes adoption or guardianship.

The ability of ongoing services supervisors and staff to support families in fulfilling case plan goals is affected by a number of variables including increasingly complex legal and regulatory mandates, more sophisticated data specifications and local juvenile court requirements. For example, the Federal and State laws requiring the placement of children with relatives whenever possible means

that additional time must be spent identifying and locating relatives. Concurrent planning, mandated by statute, means that all children who are in out-of-home placement must have two parallel case plans: one that anticipates reunification with their family and a second plan for long-term placement if reunification is not possible. Shorter time limits for family reunification for children under three years of age have also increased the pressure to provide intensive support to families. In 2000-01, CWS was certified as fully utilizing CWS/CMS, a comprehensive statewide data and casework information system. Participation in this system is required in order to receive State funding, and implementation of CWS/CMS continues to require additional time and effort by supervisors and staff. In addition the Court, in recognition of shortened family reunification time limits, is requiring increased supervised family visitation, both in number of visits per week and the duration of these visits. The restructuring of ongoing services and the centralization of case plan support functions, implemented in 2001-02, has provided significant support to social workers in meeting these increased demands.

### Family Maintenance Services

Family Maintenance assists children at risk of abuse or neglect who remain in their own homes or who are returned home after out of home placement. The goal of this in-home supervision program is to help the family remedy the conditions that endangered the child. Family Maintenance services may include intensive counseling, parenting skills training, and other related services. A successful Family Maintenance Program builds the capacity and ability of families to keep their children safe and moves families out of the CWS system as soon as the family can address their risk factors and ensure the safety of the child.

In any month the Family Maintenance case load is composed of children from families who voluntarily request services, families who are ordered to participate in services by the court, families who are reunifying after out of home placement and families who are receiving services on an ongoing basis. The average monthly caseload is therefore a function of a complex set of four constantly changing variables.

Average monthly Family Maintenance caseloads (by number of children) are shown below:

| Year  | Average Monthly<br>Caseload |                  |
|-------|-----------------------------|------------------|
| 98-99 | 177                         |                  |
| 99-00 | 149                         |                  |
| 0-01  | 146                         |                  |
| 01-02 | 136                         | Estimated/Actual |
| 02-03 | 140                         | Projected        |

### Supportive Adolescent Services

Child Welfare Services provides an array of support services to adolescents, many of whom have been in foster care placement for an extended period. An expanded collaborative program with Children's Mental Health, called Supportive Adolescent Services, targets older teens to prepare them for independent living once they leave the CWS system. A broad continuum of independent living skills services are provided to these adolescents as they prepare to transition out of foster care. In addition, in 2000-01 two transitional housing facilities were opened in collaboration with community based organizations. One of the facilities serves youth between 16-18 who are

transitioning out of the foster care system. A second facility serves former foster care youth between the ages of 18-21. This approach provides a supportive environment and specialized services to assist these youth in the transition to an independent adult life. Given the success of these initiatives, during 2002-03, HRA staff will continue to seek to identify an additional site to expand this transitional housing program.

#### Family Reunification and Permanency Planning Services

The Family Reunification Program provides services to families with the goal of safely returning children home. If family reunification services are unsuccessful and a judicial determination is made that a child cannot be returned home, then a permanent placement must be found. At that time the child enters the Permanency Planning Program. Since 1997-98, state mandates have also required that concurrent planning be implemented for all children who enter out-of-home placement. Early identification of children who may not reunify with their parents allows for concurrent efforts toward a permanent plan while social workers work with parents toward safe reunification. For younger children, concurrent planning can expedite early referral for adoption services and/or placement in a foster-adopt home so those children can remain in the same home once the adoption is finalized. State and federal laws have also shortened the time frames for child welfare services to reunify children with their families or provide a permanent plan within six months for all children who are under the age of three or who have siblings under three years.

During 2001-02, approximately 364 children each month were in out of home placements. Out of home placements include group homes, foster family agency homes, foster care homes and relative care homes. Thirty percent of the children in out of home care were in Family Reunification, while seventy percent were in Permanency Planning which includes adoption, guardianship or long term care with a relative or foster parent.

CWS maintains a number of ongoing efforts to assist children in out of home placement and their caregivers. An Administrative Placement Review Committee, including HRA staff, parents, and foster parents, meets regularly to review plans for children in out of home care and to ensure close monitoring of case plans. For children in group home care, a Placement Review Committee, including staff from HRA, Children's Mental Health, Probation, and educational providers, meets regularly to ensure that group home placement is an appropriate level of care. Regular foster parent training and support groups provide assistance to foster parents throughout the county.

Average monthly caseloads for out of home care are shown below. This chart reflects all out of home placements including paid and unpaid placements where the adult caregivers are either not eligible or do not request monetary assistance.

| <u>Year</u>  | <u>Avg. Mo. Caseload</u> |                  |
|--------------|--------------------------|------------------|
| 98-99        | 403                      |                  |
| 99-00        | 410                      |                  |
| 00-01        | 395                      |                  |
| <b>01-02</b> | 364                      | Estimated/Actual |
| 02-03        | 364                      | Projected        |

### **Child Welfare Administrative Costs**

|                 |    | 01-02<br>Est/Act | 02-03<br>Request | 02-03<br>Recommend |
|-----------------|----|------------------|------------------|--------------------|
| Expenditures    | \$ | 9,481,451 \$     | 10,091,969 \$    | 10,091,969         |
| Revenue         | \$ | 7,994,645 \$     | 8,204,854 \$     | 8,204,854          |
| Net County Cost | \$ | 1,486,806\$      | 1,887,115\$      | 1,887,115          |

### **Foster Care/Adoptions Eligibility and Support Unit**

The Foster Care/Adoptions Eligibility and Support Unit conducts Aid to Families with Dependent Children-Foster Care (AFDC-FC –eligibility and other benefit determinations for children who are placed out of their homes by HRA and Probation Department staff. A small number of children placed in pre-adoptive homes by private adoption agencies are also eligible for AFDC-FC to defray the cost of their care. HRA also issues payments on behalf of severely emotionally disturbed (SED) children placed in residential treatment by County Mental Health and the school districts. To offset foster care expenditures, eligibility staff investigate eligibility and apply for all other benefits to which a child may be entitled, including Social Security, veterans benefits, or Social Security Income/Supplemental Security Payments (SSI/SSP).

During FY 01/02, an average of 270 minors per month in out of home placement received AFDC-Foster Care (AFDC-FC) payments including 18 per month who were placed by the Probation Department, and one per month who was placed by Mental Health. The minors supervised by Probation account for 7% of the youth and children in care. However, they account for approximately 30% of the AFDC-FC expenditures, as the majority are placed in group homes at an average cost of \$5,164 per month per minor. For other placements the average cost per month is \$911 which includes the specialized care increment which is paid for approximately half of the children in foster homes. This specialized rate provides increased payments for foster parents based on a child's special medical, developmental, or behavioral difficulties, and allows more children to remain in foster care homes rather than group homes.

During 2001-02, HRA continued successful inter-agency strategies with Children's Mental Health and the Juvenile Probation Department, aimed at slowing the rise of foster care costs for both court wards and court dependents. These programs, which rely on state and federal funds, provide for intensive wrap-around services to at risk children and families. Providing enhanced services, which helps reduce the number of group home and foster care placements, the level of placement, and the average length of stay, improves program performance and is less costly to the General Fund.

### **Adoptions**

The Human Resources Agency, as a licensed adoptions agency, is able to take relinquishments from parents who wish to give up a child for adoption. The major workload of the program, however, is on behalf of children in foster care. In order for a foster child to be adopted, the Juvenile Court must permanently terminate the parents' rights to the child and order a permanent plan for the child's care.

Total finalized adoptions are shown below. This chart has been modified from prior years to reflect finalized adoptions in order to be consistent with the State's workload reporting methodology. Typically, HRA places 50 to 65 children per year with potential adoptive families, depending on the

number of children released for adoption by the Court. The number of finalized adoptions can vary significantly from year to year, as finalization is sometimes delayed while the legal appeals process is carried out.

| Year  | Finalized Adoptions |                  |
|-------|---------------------|------------------|
| 98-99 | 76                  |                  |
| 99-00 | 62                  |                  |
| 00-01 | 42                  |                  |
| 01-02 | 62                  | Estimated/Actual |
| 02-03 | 60                  | Projected        |

#### Adoption Assistance Programs

The Federal and State Adoption Assistance Programs (AAP) were established to provide benefits for hard-to-place children. The intent of AAP is to promote the adoption of foster children by removing financial barriers to adoptive placement. Because the amount of the AAP grant is now negotiated based on the needs of the child without regard to income, caseloads and expenditures in this program have continued to rise. At the same time, the special needs and complex problems facing adoptees and their families have increased. The average monthly caseload in 2001-02 was 374 children at an average cost per month of \$781 per case.

Adoption Assistance program average monthly caseloads shown below:

| Year  | Average Monthly Caseload |                  |
|-------|--------------------------|------------------|
| 98-99 | 240                      |                  |
| 99-00 | 280                      |                  |
| 00-01 | 341                      |                  |
| 01-02 | 374                      | Estimated/Actual |
| 02-03 | 411                      | Projected        |

#### Adoptions Administrative Costs

|                 | 01-02<br>Est/Act | 02-03<br>Request | 02-03<br>Recommend |
|-----------------|------------------|------------------|--------------------|
| Expenditures    | \$ 622,436       | \$ 424,070       | \$ 424,070         |
| Revenue         | \$ 622,436       | \$ 424,070       | \$ 424,070         |
| Net County Cost | \$ 0             | \$ 0             | \$ 0               |

#### Licensing

Santa Cruz County is one of only eight counties statewide that contracts with the California Department of Social Services (CDSS) to license family day care homes. Family day care homes

are licensed to provide childcare for up to 12 children. Day care licenses are issued to homes that meet established health and safety standards. The average monthly number of licensed day care homes in FY 01/02 was 417.

In April 2002, the Board of Supervisors approved returning the day care licensing function back to CDSS. This change will be effective on July 1, 2002. HRA staff have worked with members of the local child care community and CDSS staff to ensure a seamless transition and continuity of services provided at the local level. This change will allow the licensing function to be carried out by a branch of CDSS that specializes in providing this service.

HRA also licenses foster family homes. These homes must meet certain basic health and safety requirements in order to be licensed, and potential foster parents are screened and evaluated for suitability. Home visits are made by HRA staff to determine each home's capacity for meeting the needs of hard-to-place children and to investigate complaints against facilities.

The average number of licensed foster homes in 2001-02 was 128. Recruitment and support efforts are conducted on an ongoing basis, with a focus on personal networking by active foster families and bilingual media outreach. Bilingual homes comprise 20% of the licensed foster families. Foster home recruitment is an agency priority, and HRA is actively engaged in the development and implementation of new recruitment strategies including print and media campaigns as well as outreach in the faith community and schools. Like other communities in the State, Santa Cruz County continues to experience challenges in recruiting and retaining foster care homes. Significant recruitment efforts are required to maintain the existing number of foster homes.

In addition, in 2001-02 HRA continued to operate the Options for Recovery Program initiated in 1999. This program focuses on recruitment, training, licensing, support, and respite care for licensed foster families and relative caregivers with children under age three who have substance abusing parents. So far, 55 families have received special training to care for young children affected by their parent's substance abuse. Training is provided in English and Spanish. Options for Recovery also provides support to birth parents to initiate and follow through with substance abuse treatment. The Program provides training to birth parents at two residential drug treatment facilities in the community.

Average licensing caseloads are shown below:

| Year  | Day Care<br>Average Monthly<br>Caseloads | Foster Care<br>Average Monthly<br>Caseloads |                  |
|-------|--|---|------------------|
| 98-99 | 400                                      | 115   |                  |
| 99-00 | 410                                      | 120   |                  |
| 00-01 | 401                                      | 122   |                  |
| 01-02 | 417                                      | 128   | Estimated/Actual |
| 02-03 | 417                                      | 135   | Projected        |

### **Licensina Administrative Costs**

|                 | 01-02<br>Est/Act | 02-03<br>Request | 02-03<br>Recommend |
|-----------------|------------------|------------------|--------------------|
| Expenditures    | \$ 589,170       | \$ 287,200       | \$ 287,200         |
| Revenue         | \$ 589,170       | \$ 287,200       | \$ 287,200         |
| Net County Cost | \$ 0             | \$ 0             | \$ 0               |

### **PLANNING AND EVALUATION**

In response to agency and community needs, the Planning and Evaluation Team of HRA is responsible for strategic planning and evaluation, oversight of agency-wide projects, revenue and resource maximization, early intervention and prevention efforts, policy analysis, technical assistance, and Community Programs contract administration.

During 2001-02, in conjunction with Agency and community partners, this team was responsible for developing and implementing a number of projects including the Community Programs Facilities and Infrastructure Work Plan to explore possible strategies such as co-location, site acquisition and other alternatives for non-profits to consider; and the Cultural Competency Work Plan to strengthen access to services in Community Programs.

Planning and Evaluation staff also played a major leadership role in homeless service development, including the development of the Continuum of Care Five Year Strategic Plan, contract administration of the Emergency Winter Shelter Program, and the administration of an emergency pre-eviction fund which gives priority to families in the unincorporated areas of the county. HomeBase, a public interest consulting firm secured by HRA, also worked with Continuum of Care service providers to implement a \$2.5 million HUD grant to address homelessness issues locally.

HRA continues to play a major role in the development and sustainability of the Family Resource Center initiative countywide. A central focus this year has been on first year implementation of the new Live Oak Family Resource Center, as well as organizational development, growth and sustainability of La Manzana Community Resources (LMCR) in Watsonville. HRA continues to participate as a key collaborative partner in the highly successful Answers Benefiting Children (ABC) Program operating within the LMCR.

HRA coordinated the Common Application Work Group, which refined the new, simplified application tool to be used universally by Community Programs, Cities, United Way, and Children and Families Commission funding applicants. Staff also continues to monitor all of the Community Programs contracts, including the Summer Lunch sites within the county. Staff continues to provide support to the Workforce Investment Board, the Human Services Commission and the Latino Affairs Commission. In collaboration with the Human Services Commission, the Human Care Alliance and the Latino Affairs Commission, HRA took the lead in developing a comprehensive Community Programs Study Session which was presented to the Board of Supervisors in October. HRA also played a leadership role in the development of the County Living Wage Initiative, with a focus on understanding the potential program impacts on County funded non-profit agencies and health and human service providers.

## COMMUNITY PROGRAMS (Index No. 395200)

The County provides General Fund appropriations to private non-profit community organizations and other local governmental agencies for a variety of human services including child care, senior services, counseling, services to the disabled, and services to the homeless.

During 2001-02, HRA administered 60 contracts with non-profit organizations in Index Code 395200 (Community Programs). In 2001-02, HRA conducted 41 on-site monitoring visits, which consisted of an administrative, programmatic and fiscal review of each agency. The site visits provided HRA the opportunity to evaluate the administration and performance of these community programs, including adherence to the 85% performance standard as required by contract, the requirements for energy assistance outreach, and compliance with the County's Standards of Accessibility for Services. The final monitoring reports of each agency are on file with the Clerk of the Board.

The recommended 2002-03, budget for Index Code 395200 represents a net decrease of \$983,114. This decrease reflects a 12.5% reduction in base funding due to Measure L cuts and the elimination of 2001-02, one time only funding. The 4% Cost of Living Adjustment (COLA) awarded in 2001-02, and directed at low wage workers is retained in the base. However, due to current fiscal constraints, no cost of living adjustment (COLA) is recommended for 2002-03.

### Community Programs 2002-2003

| #    | Account Description        | 2001-02      | Offsetting Reductions |                 | 02-03        |
|------|----------------------------|--------------|-----------------------|-----------------|--------------|
|      |                            | ALLOW        | One-time Funding      | 12.5% Reduction | Recommend    |
| 3665 | Prof & Spec Sew-other      | 500          |                       | 63              | 438          |
|      |                            |              |                       |                 | 0            |
| 4384 | Barrios Unidos             | 72,836       |                       | 9,105           | 63,732       |
|      | <b>*Barrios Unidos-SLP</b> | <b>1,926</b> |                       |                 | <b>1,926</b> |
| 4446 | C.Coast YMCA/Wats.         | 23,884       | 4,000                 | 2,486           | 17,399       |
| 4460 | COPE Centro Familiar       | 131,371      |                       | 16,421          | 114,950      |
| 4462 | Ct Appt Spec Adv/CASA      | 43,678       |                       | 5,460           | 38,218       |
| 4470 | Defensa De Mujeres         | 174,415      | 14,000                | 20,052          | 140,363      |
| 4473 | Dientes!Comm Dental        | 157,724      |                       | 19,716          | 138,009      |
| 4480 | Emeline Child Care         | 18,992       |                       | 2,374           | 16,618       |
| 4487 | Fenix Services             | 110,570      | 14,000                | 12,071          | 84,499       |
| 4505 | Community Bridges          | 1,162,112    | 125,000               | 129,639         | 907,473      |
|      | <b>*CB-SLP</b>             | <b>7,785</b> |                       |                 | <b>7,785</b> |
| 4507 | Second Harv Food Bank      | 209,780      |                       | 26,223          | 183,558      |
| 4535 | Homeless Garden Project    | 2,491        |                       | 311             | 2,180        |
| 4553 | Interfaith Satellite       | 11,982       |                       | 1,498           | 10,484       |
| 4565 | Familia Center             | 86,530       |                       | 10,816          | 75,714       |
| 4605 | Mid-County Childrens Ctr.  | 68,554       |                       | 8,569           | 59,985       |
| 4608 | New Life Comm. Serv        | 15,732       |                       | 1,967           | 13,766       |
| 4637 | Paj Valley Healthy Start   | 28,331       |                       | 3,541           | 24,790       |
| 4640 | Pajaro Valley Shelter      | 63,092       |                       | 7,887           | 55,206       |
| 4667 | Planned Parenthood         | 87,635       |                       | 10,954          | 76,681       |
| 4670 | Project Scout              | 2,090        |                       | 261             | 1,829        |
| 4695 | SCCC Counseling Ctr.       | 156,239      |                       | 19,530          | 136,709      |
| 4700 | Salud Para La Gente        | 222,140      |                       | 27,768          | 194,373      |
| 4710 | Santa Cruz Aids Project    | 44,151       | 25,000                | 2,394           | 16,757       |
| 4715 | Seniors Council on Aging   | 104,244      | 30,000                | 9,281           | 64,964       |
| 4730 | Volunteer Center           | 68,865       | 5,000                 | 7,983           | 55,882       |
| 4740 | Womens Crisis Support      | 53,101       |                       | 6,638           | 46,463       |
| 4745 | SC Womens Hlth Ctr         | 27,825       |                       | 3,478           | 24,347       |

| #             | Account Description        | 2001-02          | Offsetting Reductions |                  | 02-03            |
|---------------|----------------------------|------------------|-----------------------|------------------|------------------|
|               |                            | ALLOW            | One-time Funding      | 12..5% Reduction | Recommend        |
| 4750          | Big Brothers/Sisters       | 36,861           |                       | 4,608            | 32,253           |
| 5105          | Campus Kids Connection     | 54,533           |                       | 6,817            | 47,716           |
| 5145          | Assoc. of Wats Seniors     | 6,514            |                       | 814              | 5,700            |
| 5166          | Community Child. Cent.     | 11,534           |                       | 1,442            | 10,092           |
| 5175          | Calif Grey Bears           | 61,041           |                       | 7,630            | 53,411           |
|               |                            |                  |                       | 0                | 0                |
| 5191          | Con to 0th Agency          |                  |                       | 0                | 0                |
|               | Sane/Sart                  | 44,000           |                       | 5,500            | 38,500           |
|               | FIT                        | 18,690           |                       | 2,336            | 16,354           |
|               | SLV Youth First            | 79,920           | 15,000                | 8,115            | 56,805           |
|               | Doran Ctr for the Blind    | 18,576           |                       | 2,322            | 16,254           |
|               | Survivors Healing Ctr.     | 5,616            |                       | 702              | 4,914            |
|               | Womencare, Inc.            | 10,800           |                       | 1,350            | 9,450            |
|               | Facilities                 | 70,000           |                       | 8,750            | 61,250           |
|               |                            |                  |                       | 0                | 0                |
| 5230          | Childrens Ctr of SLV       | 88,609           |                       | 11,076           | 77,533           |
| 5245          | Central Coast Ctr.Indep.   | 28,813           |                       | 3,602            | 25,211           |
| 5250          | Community Action Board     | 212,461          |                       | 26,558           | 185,903          |
|               | <b>'CAB-SLP</b>            | <b>998</b>       |                       |                  | <b>998</b>       |
| 5300          | Child Dev Res Ctr/COE      | 7,230            |                       | 904              | 6,326            |
| 5355          | Fam Serv/Pajaro            | 23,679           | 8,000                 | 1,960            | 13,719           |
| 5365          | Glen Arbor School          | 59,388           |                       | 7,424            | 51,965           |
| 5370          | ABL/Group Home Society     | 81,039           | 60,000                | 2,630            | 18,409           |
| 5415          | Homeless Services Ctr.     | 96,206           | 49,292                | 5,864            | 41,050           |
| 5465          | CA Rural Legal Assist.     | 54,724           |                       | 6,841            | 47,884           |
| 5510          | Ombudsman/Advocate         | 51,760           |                       | 6,470            | 45,290           |
| 5525          | Pacific Preschool          | 27,127           |                       | 3,391            | 23,736           |
| 5535          | Pajaro Valley Childrens    | 30,152           |                       | 3,769            | 26,383           |
| 5550          | Parents Center             | 46,659           |                       | 5,832            | 40,827           |
| 5590          | Salvation Army             | 1,480            |                       | 185              | 1,295            |
| 5600          | Walnut Ave Womens Ctr.     | 17,504           |                       | 2,188            | 15,316           |
| 5615          | Fam Serv/Santa Cruz        | 82,512           |                       | 10,314           | 72,198           |
| 5635          | Sr. Citizens Legal Service | 68,022           |                       | 8,503            | 59,519           |
| 5640          | Sr. Network Services       | 37,441           |                       | 4,680            | 32,761           |
| 5650          | Sr. Citizens of SLV        | 16,145           |                       | 2,018            | 14,127           |
| 5655          | Cabrillo Stroke Center     | 47,456           |                       | 5,932            | 41,524           |
| 5690          | SC Toddler Care Cent       | 91,907           |                       | 11,488           | 80,419           |
| 5705          | Mountain Community Res.    | 105,401          | 75,000                | 3,800            | 26,601           |
| 5730          | YWCA of Watsonville        | 32,289           |                       | 4,036            | 28,253           |
| 5745          | Welfare/Low-Income Sup.    | 19,917           |                       | 2,490            | 17,427           |
| <b>TOTALS</b> |                            | <b>4,905,579</b> | <b>424,292</b>        | <b>558,822</b>   | <b>3,922,465</b> |

\*Summer Lunch Program (SLP) - 2001-02 amounts include SLP appropriations. 2002-03 Recommend includes funds for SLP from Medi-Cal Administrative Activities Trust Fund with no Net County Cost.

## ADMINISTRATIVE SERVICES DIVISION

This Division provides support to all Agency programs and is comprised of Fiscal Services, Program Integrity Services, Information Technology Services, Automated Client Systems, Facilities, Personnel and Staff Development.

In addition to these units, a project group supports the planning and implementation of the CalWORKs Information Network (CalWIN).

### CalWIN

One of Administrative Services Division's primary goals for next fiscal year is to fully implement the CalWIN system. The CalWIN system will determine eligibility, calculate benefits, exchange information with other welfare systems and produce management reports for CalWORKs, Food Stamps, Medi-Cal, Welfare-to-Work, Cal-Learn, Child Care, General Assistance, Foster Care, Adoption Assistance, KinGAP, Refugee Cash Assistance, and Cash Assistance Payments for Immigrants. CalWIN will also interface with the Electronic Benefit Transfer (EBT) system. CalWIN meets the State requirements for automation and improves the County's public assistance program's customer service, efficiency and accuracy. Santa Cruz County is scheduled to implement CalWIN in the summer of 2003.

### Fiscal Services

Fiscal Services is responsible for the financial management and audits of Agency programs. Staff disburse funds for CalWORKs, Cal-Learn, Child Care, WIA, Public Guardian and In-Home Supportive Service provider, vendor and client payments, supportive service payments for Welfare-to-Work, WIA, and Cal-Learn, Social Services Administration, Public Guardian Administration, Veteran's Services Administration and Community Programs operating costs and contract payments. Additionally, staff audit and reconcile expenditure and revenue data, prepare claims for federal and state reimbursement, distribute welfare checks, child care checks and food stamp coupons, collect overpayments and repayments, provide reports on financial status, and ensure regulatory and financial compliance.

### Program Integrity

Program Integrity Services is comprised of the Special Investigative Unit (SIU), which is responsible for detection, investigations, and prosecution of welfare fraud, and the Fair Hearings Unit, which is responsible for client appeals.

In calendar year 2001, SIU reviewed 6,633 cases. Of these, 1,127 were early fraud prevention investigations. These activities result in applications being withdrawn or denied before any fraudulent activity can occur. Early fraud prevention reduces the number of felony referrals and the incidences of fraud in continuing cases. As a result of SIU efforts 62 felony referrals were made to the District Attorney's Office for filing and prosecution, and 154 cases were handled administratively and referred to Collections for restitution reimbursement. The District Attorney referrals and SIU's Administrative Closures resulted in \$166,758 in restitution ordered and arranged. The total amount collected in 2001 was \$263,653. Based on the total amount collected, HRA will receive a TANF Fraud Incentive Allocation of \$51,667.

Each applicant/recipient of Social Services and/or Public Assistance has a statutory entitlement to an Administrative Hearing if dissatisfied with an action taken by HRA in regard to their benefits or services. The Fair Hearings Officer represents the County in all hearing matters initiated by recipients or applicants for aid/services from the Human Resources Agency. In 2001 there were 185 appeals processed through the Fair Hearings unit. Of this number, Fair Hearings resolved 46% of appeals filed prior to the scheduled State Hearing. Of the cases that went forward to be heard by the State Administrative Law Judge, the County's action was upheld in 83% of the cases.

The Fair Hearings Officer also serves as HRA's Civil Rights Coordinator and as such prepares the annual Civil Rights Plan Update as required by the California Department of Social Services

(CDSS). This office is also responsible for investigating and reporting discrimination complaints from clients and acting on compliance matters as directed by the CDSS Civil Rights Bureau.

#### Information Technology (IT)

HRA Information Technology is responsible for the management of Agency voice and data systems. IT consolidates all computer and business-related equipment support activities, the sharing of equipment resources, and the coordination of other information services. The program consists of four functional units: Automated Client Systems (ACS), Information Center/Technical Operations, Data Management and Reporting, and Services and Supplies. ACS provides software applications support and training to several large systems like the Welfare Case Data System (WCDS), the Child Welfare Services/Client Management System (CWS/CMS) and several other automated applications. Information Center/Technical Operations administers the agency computer network, installs and repairs PC-based office automation systems and coordinates the technical support of all computer and business equipment.

Data Management and Reporting was recently formed with the task of centralizing data from existing and future planned agency-wide automated systems and producing management reports across the systems. These units staff the agency computer hotline/help desk as well as provide HRA employees with computer information through the Intranet-based Technical Advisory Bulletins and the Agency newsletter. Mailroom Services & Supplies is responsible for mail and courier services, the coordination of office equipment repair, the ordering, delivery and inventory of all HRA forms and supplies, and client records storage, retrieval and destruction.

#### Automated Client Systems/Services and Supplies

Automated Client Systems staff successfully implemented several major projects during 2000-2002 including the Food Stamp Corrective Action Programming in CDS, the Statewide Finger Imaging System (SFIS), and the State Mandated Welfare Data Tracking Implementation Project (WDITP). In addition, ACS continues to prepare for the implementation of other developmental projects including CalWIN, Electronic Benefits Transfer (EBT), and Direct Deposit of cash benefits for eligible participants.

This unit is also responsible for developing databases and generating reports that comply with state reporting mandates. Examples of this include the development of an Adult Protective Services data system and the reconciliation of reporting requirements for Child Care and for the Child Welfare Services/Case Management System (CWS/CMS). In addition to managing the Agency Computer Help Desk, maintaining an online PC Users Guide, coordinating Agency templates, and providing online Technical Advisory Bulletins and DP Bulletins announcing system changes, ACS also provides training to all HRA staff on Microsoft Office and file management.

Courier and mailroom services as well as other service and supply functions are also administered through this unit.

#### Information Center/Technical Operations

The Technical Operations Unit continued to refine the network infrastructure for improved reliability and security. All network servers and workstations continue to be replaced or upgraded in preparation for the complete transition to the Microsoft 2000 server network and workstation operating systems. The transition represents a major undertaking and continues into 2002-2003 in anticipation of implementation of the CalWIN system.

Several other projects during the year included assisting with numerous equipment moves relating to different facilities and facility renovations, participation in CalWIN, EBT, Exchange and Oracle planning work groups and hands on support for several smaller systems.

Additional infrastructure changes in 2001-02 included a complete Windows 2000 overhaul of the CWS/CMS server operating system including server replacements. Workstation upgrades and a rewrite of the case management application will occur in 2002-03.

The Technical Operations unit works closely with the Information Services Department in maintaining the integrity of the countywide area network. During 2001-02, this unit continued to cooperate with implementing several conjoint projects with ISD including the expansion and upgrade of network connectivity among sites and the piloting of the Microsoft Exchange Messaging System.

### Data Management and Reporting

This Unit is responsible for developing and administering an Oracle central database system that simplifies management ad hoc reporting across all existing client management systems and prepares the agency for the implementation of CalWIN.

The Unit recently implemented the Child Welfare Services Structured Decision-Making (SDM) application. This is a project that will assist social workers with a research-based means of classifying Child Protective Services cases according to the likelihood of future maltreatment. Following SDM, the Public Guardian and Veterans System were upgraded and moved to the Oracle system. Several CalWORKS programs are in development and will participate in the centralized database. These are initial phases towards centralizing all human services data in the preparation for CalWIN.

Other projects supported by this unit include Comprehensive Management Reporting, EBT, Geographic Mapping, Personnel Tracking and Virtual One Stop.

### Personnel

Personnel is responsible for the recruitment, examination and/or hiring of 59 classifications within HRA. The Agency Personnel Officer manages employee relations issues, disciplinary actions, the Employee Performance Evaluation Program, and oversees all personnel and payroll activities for HRA employees. This office also provides professional personnel support to managers, supervisors and line staff, and has the responsibility for the review, approval and monitoring of all employee medical issues such as the Family Medical Leave Act, Americans with Disabilities Act, Worker's Compensation and other leaves of absence.

During 2001-02, Personnel conducted approximately 62 exams, processed 111 new hires, 92 promotions and 300 other transactions such as demotions, transfers and position changes. Approximately 232 eligible lists were certified and 60 bilingual tests were conducted and processed. The Personnel Office also processed **64** leaves of absence, **749** performance evaluations and performed 30,000 timecard audits and payroll distributions.

### Staff Development

Staff Development provides program training to new HRA employees and ongoing training for all employees to facilitate the implementation of state-mandated regulations and policy updates. During 2001-02, Staff Development trainers provided and coordinated over 3,000 hours of

classroom training for social service workers, eligibility workers, employment services workers, supervisors, managers, and support staff.

Staff Development provides workshops that keep **HRA** in compliance with all state regulations regarding continuing training for social service workers, fraud training, civil rights nondiscrimination workshops, and injury and illness prevention (safety) training.

Beginning in February 2003, Staff Development will operate several computer labs and utilize e-learning technology to help prepare all **HRA** staff to use the new CalWIN case management system. Staff Development has also been charged with coordinating and facilitating training to assist with the implementation of EBT.

**Index Code 133950: IHSS Public Authority**

Fund: Non-General  
Function: IHSS IP Provider Assistance  
Activity: Public Authority Administration

| Financing Use Classification | Actual 2000-01 | Appropriated 2001-02 | Actual Estimated 2001-02 | Requested 2002-03   | Recommend 2002-03   | Change FROM 2001-02 APPROP. |
|------------------------------|----------------|----------------------|--------------------------|---------------------|---------------------|-----------------------------|
| Salaries & Benefits          | \$ 0           | \$ 0                 | \$ 180,277               | \$ 294,487          | \$ 294,487          | \$ 294,487                  |
| Services & Supplies          | \$ 0           | \$ 0                 | \$ 289,874               | \$ 431,249          | \$ 431,249          | \$ 431,249                  |
| Fixed Assets                 | \$ 0           | \$ 0                 | \$ 36,750                | \$ 0                | \$ 0                | \$ (36,750)                 |
| Other Charges                | \$ 0           | \$ 0                 | \$ 0                     | \$ 3,294,601        | \$ 3,294,601        | \$ 3,294,601                |
| <b>TOTAL EXPEND</b>          | <b>\$ 0</b>    | <b>\$ 0</b>          | <b>\$ 506,901</b>        | <b>\$ 4,020,337</b> | <b>\$ 4,020,337</b> | <b>\$ 4,020,337</b>         |
| Less: Revenue                | \$ 0           | \$ 0                 | \$ 506,901               | \$ 4,020,337        | \$ 4,020,337        | \$ 4,020,337                |
| <b>NET COUNTY COST</b>       | <b>\$ 0</b>    | <b>\$ 0</b>          | <b>\$ 0</b>              | <b>\$ 0</b>         | <b>\$ 0</b>         | <b>\$ 0</b>                 |

#### STAFFING - INDEX 133950- IHSS PUBLIC AUTHORITY

| Pos Code      | Position             | Salary Range | 01-02 Allow | Mid-Yr Change | 01-02 TOTAL | 02-03 Request | 02-03 Recom | Recommend Change |
|---------------|----------------------|--------------|-------------|---------------|-------------|---------------|-------------|------------------|
| SE8           | Program Manager HRA  | C5           | 1.00        |               | 1.00        | 1.00          | 1.00        | 0.00             |
| SN8           | Social Work Supvr II | MT           | 1.00        |               | 1.00        | 1.00          | 1.00        | 0.00             |
| SM4           | Social Work II       | SX           | 2.00        |               | 2.00        | 2.00          | 2.00        | 0.00             |
| BC7           | Typist Clerk III     | J8           | 1.00        |               | 1.00        | 1.00          | 1.00        | 0.00             |
| <b>TOTALS</b> |                      |              | 5.00        | 0.00          | 5.00        | 5.00          | 5.00        | 0.00             |

#### 391200 - Homeless Assistance

| Financing Use Classification | Actual 2000-01    | Appropriated 2001-02 | Actual Estimated 2001-02 | Requested 2002-03 | Recommend 2002-03 | Change FROM 2001-02 APPROP. |
|------------------------------|-------------------|----------------------|--------------------------|-------------------|-------------------|-----------------------------|
| Services & Supplies          | 49,400            | 0                    | (2,925)                  | 0                 | 0                 | 0                           |
| Other Charges                | 295,953           | 85,282               | 313,808                  | 245,938           | 245,938           | 160,656                     |
| <b>TOTAL EXPEND</b>          | <b>\$ 345,353</b> | <b>\$ 85,282</b>     | <b>\$ 310,883</b>        | <b>\$ 245,938</b> | <b>\$ 245,938</b> | <b>\$ 160,656</b>           |
| Less: Revenue                | \$ 335,348        | \$ 85,282            | \$ 309,446               | \$ 245,938        | \$ 245,938        | \$ 160,656                  |
| <b>NET COUNTY COST</b>       | <b>\$ 10,005</b>  | <b>\$ 0</b>          | <b>\$ 1,437</b>          | <b>\$ 0</b>       | <b>\$ 0</b>       | <b>\$ 0</b>                 |

### 391600 - Workforce Investment

| Financing Use Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits          | \$ 310,029        | \$ 459,511              | \$ 418,775                     | \$ 542,856           | \$ 542,856           | 83,345                             |
| Services & Supplies          | 22,684            | 185,366                 | 133,215                        | 180,702              | 180,702              | (4,664)                            |
| Other Charges                | 0                 | 1,125,362               | 1,126,588                      | 1,372,017            | 1,372,017            | 246,655                            |
| <b>TOTAL EXPEND</b>          | \$ 332,713        | \$ 1,770,239            | \$ 1,678,578                   | \$ 2,095,575         | \$ 2,095,575         | 325,336                            |
| Less: Revenue                | \$ 330,115        | \$ 1,770,239            | \$ 1,678,578                   | \$ 2,095,575         | \$ 2,095,575         | 325,336                            |
| <b>NET COUNTY COST</b>       | \$ 2,598          | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                 | 0                                  |

### STAFFING - INDEX 391600 - WORKFORCE INVESTMENT ACT

| Pos<br>Code   | Position                    | Salary<br>Range | 01-02<br>Allow | Mid-Yr<br>Change | 01-02<br>TOTAL | 02-03<br>Request | 02-03<br>Recom | Recomend<br>Change |
|---------------|-----------------------------|-----------------|----------------|------------------|----------------|------------------|----------------|--------------------|
| SP4           | Workforce Invest Brd Dir    | JS              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00               |
| XA5/XA3       | Assoc/Asst Hum Svcs Analyst | PM/M8           | 1.00           |                  | 1.00           | 2.00             | 2.00           | 1.00               |
| XA7           | Sr Human Svcs Analyst       | LL              | 3.00           |                  | 3.00           | 3.00             | 3.00           | 0.00               |
| BC7           | Typist Clerk III            | J9              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00               |
| <b>TOTALS</b> |                             |                 | 6.00           | 0.00             | 6.00           | 7.00             | 7.00           | 1.00               |

### 391700 - Work Experience Program

| Financing Use Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits          | \$ 793,243        | \$ 1,330,879            | \$ 1,173,799                   | \$ 400,000           | \$ 400,000           | (930,879)                          |
| <b>TOTAL EXPEND</b>          | \$ 793,243        | \$ 1,330,879            | \$ 1,173,799                   | \$ 400,000           | \$ 400,000           | (930,879)                          |
| Less: Revenue                | \$ 0              | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                 | 0                                  |
| <b>NET COUNTY COST</b>       | \$ 793,243        | \$ 1,330,879            | \$ 1,173,799                   | \$ 400,000           | \$ 400,000           | (930,879)                          |

### 392100 - Social Services

| Financing Use<br>Classification | Actual<br>2000-01    | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03  | Recommend<br>2002-03  | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|----------------------|-------------------------|--------------------------------|-----------------------|-----------------------|------------------------------------|
| Salaries & Benefits             | \$ 25,700,447        | \$ 30,902,129           | \$ 28,802,354                  | \$ 29,876,918         | \$ 29,876,918         | \$ (1,025,211)                     |
| Services & Supplies             | 10,146,300           | 11,303,087              | 12,163,005                     | 11,873,223            | 11,873,223            | 570,136                            |
| Other Charges                   | 12,625,399           | 16,709,382              | 14,456,360                     | 10,338,353            | 10,338,353            | (6,371,029)                        |
| Fixed Assets                    | 1,174,973            | 155,000                 | 264,318                        | 0                     | 0                     | (155,000)                          |
| Intra-Fund Charges              | (290,708)            | (220,100)               | (285,365)                      | (375,022)             | (375,022)             | (154,922)                          |
| <b>TOTAL EXPEND</b>             | <b>\$ 49,356,411</b> | <b>\$ 58,849,498</b>    | <b>\$ 55,400,672</b>           | <b>\$ 51,713,472</b>  | <b>\$ 51,713,472</b>  | <b>\$ (7,136,026)</b>              |
| Less: Revenue                   | \$ 48,371,277        | \$ 58,422,833           | \$ 54,500,821                  | \$ 53,864,984         | \$ 53,864,984         | \$ (4,557,849)                     |
| <b>NET COUNTY COST</b>          | <b>\$ 985,134</b>    | <b>\$ 426,665</b>       | <b>\$ 899,851</b>              | <b>\$ (2,151,512)</b> | <b>\$ (2,151,512)</b> | <b>\$ (2,578,177)</b>              |

### STAFFING - INDEX 392100 - Social Services

| Pos<br>Code | Position                    | Salary<br>Range | 01-02<br>Allow | Mid-Yr<br>Change | 01-02<br>TOTAL | 02-03<br>Request | 02-03<br>Recom | Recommend<br>Change |
|-------------|-----------------------------|-----------------|----------------|------------------|----------------|------------------|----------------|---------------------|
| SP8         | Human Res Agency Admin      | 4A              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| SP6         | Asst Human Res Agy Adm      | 8A              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| UV7         | Dir of Admin Services       | 9A              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| SP5         | Div Dir - Social Svcs       | 9A              | 3.00           |                  | 3.00           | 3.00             | 3.00           | 0.00                |
| SP7         | Division Dir - HRA          | OA              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| VE6/4       | Assoc/Asst Personnel Ana    | UF/UC           | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| VE7         | Sr Personnel Analyst        | UJ              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| u w 7       | Admin Services Manager      | B1              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| XA5/XA3     | Assoc/Asst Hum Svcs Analyst | PM/M8           | 6.00           | 1.00             | 7.00           | 5.00             | 5.00           | (1.00)              |
| SP3         | Asst Division Dir - HRA     | JR              | 4.00           |                  | 4.00           | 3.00             | 3.00           | (1.00)              |
| UD9         | Chf of Fiscal Svcs          | AB              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| RH4         | Chf Welfare Fraud Inv       | W1              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| u u 7       | Deptl Systems Analyst       | KF              | 5.00           |                  | 5.00           | 5.00             | 5.00           | 0.00                |
| SG8         | Employ Train Supvr          | XF              | 3.00           |                  | 3.00           | 0.00             | 0.00           | (3.00)              |
| u s 4       | Facilities Manager          | LF              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| SF2         | Fair Hearing Officer        | BI              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| UP2         | Info Systems Mgr - HRA      | G4              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| SE8         | Prog Mgr - HRA              | c 5             | 10.00          | 1.00             | 11.00          | 10.00            | 10.00          | 0.00                |
| UU6         | Soc Svc Data Sys Coord      | PR              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| XA7         | Sr Human Svcs Analyst       | LL              | 15.00          | (2.00)           | 13.00          | 12.50            | 12.50          | (2.50)              |
| XA7/XA5/XA3 | Sr/Assoc/Asst Hum Svcs Ana  | LL/PM/M8        | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| SE6         | Staff Devel Prog Mgr        | PG              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| CH3/1       | Account Clerk/Trainee       | BB/AT           | 2.00           |                  | 2.00           | 2.00             | 2.00           | 0.00                |
| UB4/2       | Accountant II/I             | 57/49           | 3.00           |                  | 3.00           | 3.00             | 3.00           | 0.00                |
| UB6         | Accountant III              | 61              | 1.00           |                  | 1.00           | 0.00             | 0.00           | (1.00)              |
| CH7         | Accounting Technician       | ER              | 8.00           |                  | 8.00           | 8.00             | 8.00           | 0.00                |
| CH9         | Acctg Clerical Supv II      | JL              | 3.00           |                  | 3.00           | 3.00             | 3.00           | 0.00                |
| UR1         | Admin Aide                  | MM              | 3.00           |                  | 3.00           | 3.00             | 3.00           | 0.00                |
| MG6/4       | Bldg Maint Worker II/I      | R8/R7           | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| MG8/6       | Bldg Maint Worker III/II    | RW/R8           | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| BN3         | Case Data Clerk             | M6              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |

| Pos<br>Code | Position                        | Salary<br>Range | 01-02<br>Allow | Mid-Yr<br>Change | 01-02<br>TOTAL | 02-03<br>Request | 02-03<br>Recom | Recommend<br>Change |
|-------------|---------------------------------|-----------------|----------------|------------------|----------------|------------------|----------------|---------------------|
| BA6/4       | Clerk II/I                      | KB/D1           | 8.00           |                  | 8.00           | 7.00             | 7.00           | (1.00)              |
| BA8         | Clerk III                       | KW              | 2.00           |                  | 2.00           | 2.00             | 2.00           | 0.00                |
| BA7         | Clerk III Supervisory           | CL              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| BD3         | Clerical Supvr I                | FF              | 3.00           |                  | 3.00           | 3.00             | 3.00           | 0.00                |
| BD6         | Clerical Supvr II               | PD              | 4.00           |                  | 4.00           | 4.00             | 4.00           | 0.00                |
| BD6/BD3     | Clerical Supvr II/I             | PD/FF           | 2.00           |                  | 2.00           | 2.00             | 2.00           | 0.00                |
| UU5         | Deptl DP Coordinator            | XE              | 5.00           |                  | 5.00           | 4.00             | 4.00           | (1.00)              |
| XC5/3       | Deptl info Sys Ana/Spec         | XM/WU           | 7.00           |                  | 7.00           | 7.00             | 7.00           | 0.00                |
| BJ4         | Division Secretary              | BX              | 5.00           |                  | 5.00           | 5.00             | 5.00           | 0.00                |
| SE5         | Elig Supervisor I               | 07              | 19.00          |                  | 19.00          | 19.00            | 19.00          | 0.00                |
| SC3         | Elig Worker I                   | KY              | 18.00          |                  | 18.00          | 15.00            | 15.00          | (3.00)              |
| SC5/3       | Elig Worker II/I                | SA/KY           | 43.00          | 1.00             | 44.00          | 40.00            | 40.00          | -3.00               |
| SC6         | Elig Worker III                 | SE              | 85.10          | (2.00)           | 83.10          | 73.10            | 73.10          | (12.00)             |
| SH1/SF5     | Employ Train Spec II/I          | WWEF            | 35.00          |                  | 35.00          | 33.00            | 33.00          | (2.00)              |
| BJ9         | Executive Secretary             | BK              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| SG7/6       | Intake Worker II/I              | SA/KY           | 3.00           |                  | 3.00           | 3.00             | 3.00           | 0.00                |
| BB5         | Personnel Clerk                 | FN              | 2.00           |                  | 2.00           | 2.00             | 2.00           | 0.00                |
| BB3         | Personnel Payroll Clk           | FN              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| VE2         | Personnel Technician            | J4              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| PH5/PH3     | Pub Hlth Nurse II/I             | VK/WA           | 4.00           |                  | 4.00           | 4.00             | 4.00           | 0.00                |
| SE7         | Social Svcs Elig Supv           | SX              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| SN8         | Social Work Supvr II            | HX              | 18.00          |                  | 18.00          | 17.00            | 17.00          | 0.00                |
| SM2/SA6     | Soc Wkr I/Sr Soc Svc Aid        | 02/13           | 7.00           |                  | 7.00           | 7.00             | 7.00           | 0.00                |
| SM4/2       | Social Worker II/I              | F6/02           | 19.00          |                  | 19.00          | 15.00            | 15.00          | (4.00)              |
| CH5/CH3     | Sr Account Clerk                | FH              | 13.00          |                  | 13.00          | 13.00            | 13.00          | 0.00                |
| CH8         | Sr Accounting Tech              | JL              | 2.00           |                  | 2.00           | 2.00             | 2.00           | 0.00                |
| BN6/3       | Sr CDC/Case Data Clerk          | FE/M6           | 7.00           |                  | 7.00           | 7.00             | 7.00           | 0.00                |
| BN6/BC5     | Sr CDC/Typist Clerk II          | FE/J8           | 4.00           |                  | 4.00           | 4.00             | 4.00           | 0.00                |
| XC7         | Sr Deptl Info Sys Ana           | XT              | 2.00           | 1.00             | 3.00           | 3.00             | 3.00           | 1.00                |
| UN6         | Sr DP Prog Analyst              | ZB              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| SH2         | Sr Employ & Train Spec          | HE              | 11.00          |                  | 11.00          | 11.00            | 11.00          | 0.00                |
| BU7         | Sr Receptionist                 | KX              | 5.00           |                  | 5.00           | 5.00             | 5.00           | 0.00                |
| SM8/4       | Sr Soc Wkr/Soc Wkr II           | H4/F6           | 69.00          |                  | 69.00          | 66.00            | 66.00          | (4.00)              |
| SM9         | Sr Stf Develop Trainer          | HX              | 2.00           |                  | 2.00           | 2.00             | 2.00           | 0.00                |
| SM9/SE4     | Sr Stf Dev Trainer/Stf Dev Trnr | HWEK            | 2.00           |                  | 2.00           | 2.00             | 2.00           | 0.00                |
| UN5         | Sr Sys Soft Analyst             | VL              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| RH6         | Sr Welf Fraud invest            | VG              | 1.00           |                  | 1.00           | 1.00             | 1.00           | 0.00                |
| SE4         | Staff Develop Trainer           | EK              | 4.00           |                  | 4.00           | 4.00             | 4.00           | 0.00                |
| UM8         | Supv Info Ctr Sys Ana           | ZB              | 1.00           | (1.00)           | 0.00           | 0.00             | 0.00           | (1.00)              |
| BC5/3       | Typist Clerk II/I               | J8/J7           | 44.50          |                  | 44.50          | 42.50            | 42.50          | (2.00)              |
| BC7         | Typist Clerk III                | J9              | 12.00          |                  | 12.00          | 12.00            | 12.00          | 0.00                |
| RH3/2       | Welfare Fraud Inv II/I          | V8/KL           | 4.00           |                  | 4.00           | 4.00             | 4.00           | 0.00                |
| TOTALS      |                                 |                 | 563.60         | (1.00)           | 562.60         | 523.10           | 523.10         | (40.50)             |

### 392200 - Categorical Aids

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Other Charges                   | 20,393,449        | 22,143,991              | 22,106,093                     | 25,458,487           | 25,458,487           | 3,314,496                          |
| TOTAL EXPEND                    | \$ 20,393,449     | \$ 22,143,991           | \$ 22,106,093                  | \$ 25,458,487        | \$ 25,458,487        | 3,314,496                          |
| Less: Revenue                   | \$ 18,026,413     | \$ 19,215,288           | \$ 19,204,573                  | \$ 19,511,344        | \$ 19,511,344        | \$ 296,056                         |
| NET COUNTY COST                 | \$ 2,367,036      | \$ 2,928,703            | \$ 2,901,516                   | \$ 5,947,143         | \$ 5,947,143         | 3,018,440                          |

### 392300 - General Assistance

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Services & Supplies             | 3,018             | 5,000                   | 6,045                          | 6,000                | 6,000                | 1,000                              |
| Other Charges                   | 300,857           | 363,400                 | 282,764                        | 328,536              | 328,536              | (34,864)                           |
| TOTAL EXPEND                    | \$ 303,875        | \$ 368,400              | \$ 288,809                     | \$ 334,536           | \$ 334,536           | (33,864)                           |
| Less: Revenue                   | \$ 0              | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                 | 0                                  |
| NET COUNTY COST                 | \$ 303,875        | \$ 368,400              | \$ 288,809                     | \$ 334,536           | \$ 334,536           | (33,864)                           |

### 392400 - Family Relations

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Services & Supplies             | 192,383           | 0                       | 31,467                         | 21,700               | 21,700               | 21,700                             |
| Other Charges                   | 951,955           | 732,577                 | 675,066                        | 476,296              | 476,296              | (256,281)                          |
| Fixed Assets                    | 0                 | 0                       | 9,000                          | 0                    | 0                    | 0                                  |
| Intra-Fund Charges              | (111,252)         | 0                       | 0                              | 0                    | 0                    | 0                                  |
| TOTAL EXPEND                    | \$ 1,033,086      | \$ 732,577              | \$ 715,533                     | \$ 497,996           | \$ 497,996           | (234,581)                          |
| Less: Revenue                   | \$ 1,116,875      | \$ 732,576              | \$ 715,533                     | \$ 497,996           | \$ 497,996           | (234,580)                          |
| NET COUNTY COST                 | \$ (83,789)       | \$ 1                    | \$ 0                           | \$ 0                 | \$ 0                 | (1)                                |

### 393000 - Veterans Services

| Financing Use Classification | Actual 2000-01    | Appropriated 2001-02 | Actual Estimated 2001-02 | Requested 2002-03 | Recommend 2002-03 | Change FROM 2001-02 APPROP. |
|------------------------------|-------------------|----------------------|--------------------------|-------------------|-------------------|-----------------------------|
| Salaries & Benefits          | \$ 261,573        | \$ 268,217           | \$ 253,910               | \$ 287,502        | \$ 287,502        | \$ 19,285                   |
| Services & Supplies          | 61,298            | 113,545              | 120,615                  | 79,574            | 79,574            | (33,971)                    |
| <b>TOTAL EXPEND</b>          | <b>\$ 322,871</b> | <b>\$ 381,762</b>    | <b>\$ 374,525</b>        | <b>\$ 367,076</b> | <b>\$ 367,076</b> | <b>(14,686)</b>             |
| Less: Revenue                | \$ 50,370         | \$ 46,000            | \$ 53,413                | \$ 58,000         | \$ 58,000         | \$ 12,000                   |
| <b>NET COUNTY COST</b>       | <b>\$ 272,501</b> | <b>\$ 335,762</b>    | <b>\$ 321,112</b>        | <b>\$ 309,076</b> | <b>\$ 309,076</b> | <b>(26,686)</b>             |

### STAFFING - INDEX 393000 - Veterans Services

| Pos Code     | Position             | Salary Range | 01-02 Allow | Mid-Yr Change | 01-02 TOTAL | 02-03 Request | 02-03 Recom | Recommend Change |
|--------------|----------------------|--------------|-------------|---------------|-------------|---------------|-------------|------------------|
| SR9          | Veteran Svcs Officer | NA           | 1.00        |               | 1.00        | 1.00          | 1.00        | 0.00             |
| SR7          | Veterans Svc Rep     | CB           | 3.00        |               | 3.00        | 3.00          | 3.00        | 0.00             |
| BC7/BC5/B c3 | Typist Clerk III     | J9/J8/J7     | 1.00        |               | 1.00        | 1.00          | 1.00        | 0.00             |
| TOTALS       |                      |              | 5.00        | 0.00          | 5.00        | 5.00          | 5.00        | 0.00             |

### 394000 - Public Guardian

| Financing Use Classification | Actual 2000-01    | Appropriated 2001-02 | Actual Estimated 2001-02 | Requested 2002-03   | Recommend 2002-03   | Change FROM 2001-02 APPROP. |
|------------------------------|-------------------|----------------------|--------------------------|---------------------|---------------------|-----------------------------|
| Salaries & Benefits          | \$ 730,896        | \$ 945,547           | \$ 961,005               | \$ 1,055,286        | \$ 1,055,286        | \$ 109,739                  |
| Services & Supplies          | 213,609           | 373,176              | 415,078                  | 377,787             | 377,787             | 4,611                       |
| Fixed Assets                 | 0                 | 2,000                | 600                      | 0                   | 0                   | (2,000)                     |
| <b>TOTAL EXPEND</b>          | <b>\$ 944,505</b> | <b>\$ 1,320,723</b>  | <b>\$ 1,376,683</b>      | <b>\$ 1,433,073</b> | <b>\$ 1,433,073</b> | <b>112,350</b>              |
| Less: Revenue                | \$ 830,810        | \$ 1,011,266         | \$ 1,046,499             | \$ 1,114,257        | \$ 1,114,257        | \$ 102,991                  |
| <b>NET COUNTY COST</b>       | <b>\$ 113,695</b> | <b>\$ 309,457</b>    | <b>\$ 330,184</b>        | <b>\$ 318,816</b>   | <b>\$ 318,816</b>   | <b>9,359</b>                |

### STAFFING - INDEX 394000 - Public Guardian

| Pos Code | Position              | Salary Range | 01-02 Allow | Mid-Yr Change | 01-02 TOTAL | 02-03 Request | 02-03 Recom | Recommend Change |
|----------|-----------------------|--------------|-------------|---------------|-------------|---------------|-------------|------------------|
| DG8      | Chf Public Guardian   | WY           | 1.00        |               | 1.00        | 1.00          | 1.00        | 0.00             |
| BP1      | Public Guardian Clerk | FR           | 2.00        |               | 2.00        | 2.00          | 2.00        | 0.00             |
| SN8      | Social Work Supvr II  | HX           | 1.00        |               | 1.00        | 1.00          | 1.00        | 0.00             |
| SM4/2    | Social Worker II/I    | F6/02        | 6.00        | 1.00          | 7.00        | 7.00          | 7.00        | 1.00             |
| SM8      | Sr Social Worker      | H4           | 3.00        |               | 3.00        | 3.00          | 3.00        | 0.00             |
| SM8/4    | Sr Soc Wkr/Soc Wkr II | H4/F6        | 1.00        |               | 1.00        | 1.00          | 1.00        | 0.00             |
| BC7      | Typist Clerk III      | J9           | 1.00        |               | 1.00        | 1.00          | 1.00        | 0.00             |
| BT4      | Typist Clerk - MH     | KS           | 1.00        |               | 1.00        | 1.00          | 1.00        | 0.00             |
| TOTALS   |                       |              | 16.00       | 1.00          | 17.00       | 17.00         | 17.00       | 1.00             |

### 394200 - Community Programs

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Services & Supplies             | 400               | 500                     | 500                            | 438                  | 438                  | (62)                               |
| Other Charges                   | 4,280,488         | 4,905,079               | 4,905,079                      | 3,922,032            | 3,922,032            | (983,047)                          |
| <b>TOTAL EXPEND</b>             | \$ 4,280,888      | \$ 4,905,579            | \$ 4,905,579                   | \$ 3,922,470         | \$ 3,922,470         | \$ (983,109)                       |
| Less: Revenue                   | \$ 10,709         | \$ 10,709               | \$ 10,709                      | \$ 10,709            | \$ 10,709            | 0                                  |
| <b>NET COUNTY COST</b>          | \$ 4,270,179      | \$ 4,894,870            | \$ 4,894,870                   | \$ 3,911,761         | \$ 3,911,761         | \$ (983,109)                       |



**INFORMATION SERVICES****Ken Wedderburn, Information Services Director** Unit

Number: 42/00/00

Fund:

Function:

Title:

Internal Service Fund

General Government

Other General

| Requirements           | Actual<br>2000-01    | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03    | Change<br>from 2001-<br>02 Approp. |
|------------------------|----------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| <b>Appropriations</b>  |                      |                         |                                |                      |                      |                                    |
| Salaries & Benefits    | \$ 4,677,258         | \$ 5,877,915            | \$ 5,611,790                   | \$ 6,098,994         | \$ 5,979,281         | \$ 101,366                         |
| Services & Supplies    | 6,275,393            | 6,837,445               | 6,706,594                      | 6,614,230            | 6,340,641            | (496,804)                          |
| Other Charges          | 859,221              | 1,085,881               | 1,089,472                      | 1,128,236            | 1,128,236            | 42,355                             |
| Fixed Assets           | 607,867              | 1,506,598               | 1,085,744                      | 1,334,040            | 1,299,040            | (207,558)                          |
| Intra Fund Charges     | (1,235,505)          | (1,253,459)             | (1,143,521)                    | (1,318,178)          | (1,222,622)          | 30,837                             |
| <b>Total</b>           | <b>\$ 11,184,234</b> | <b>\$ 14,054,380</b>    | <b>\$ 13,350,079</b>           | <b>\$ 13,857,322</b> | <b>\$ 13,524,576</b> | <b>\$ (529,804)</b>                |
| Adj. for Capital Items |                      |                         |                                |                      |                      |                                    |
| Fixed Assets           | (607,865)            | (1,506,598)             | (1,085,744)                    | (1,334,040)          | (1,299,040)          | 207,558                            |
| Principal Pymts.       |                      |                         |                                |                      |                      | 0                                  |
| <b>Total Expenses</b>  | <b>\$ 10,576,369</b> | <b>\$ 12,547,782</b>    | <b>\$ 12,264,335</b>           | <b>\$ 17,523,787</b> | <b>\$ 12,735,536</b> | <b>\$ (322,246)</b>                |
| <b>Avail Financing</b> | <b>\$ 11,349,228</b> | <b>17,330,135</b>       | <b>11,615,838</b>              | <b>11,838,578</b>    | <b>11,509,650</b>    | <b>\$ (820,485)</b>                |
| Positions              |                      | 81.50                   | 81.50                          | 82.50                | 81.50                | 0.00                               |

The Information Services Department provides centralized automation, telephone, printing and other support services to County departments to improve productivity and service. The Department is responsible for managing the County's wide-area network, and operates and supports a broad range of data processing applications for County departments including public safety applications which require twenty-four hours a day, seven days per week reliability.

The Department operates through an Internal Service Fund Budget. In accordance with the requirements for State and federal financial participation, the internal service fund receives revenue to finance its operations by allocating and billing all costs to customer departments through service charges. The Information Services Department is organized into two divisions and two operating sections.

APPLICATIONS DIVISION: This Division develops, modifies, enhances, and implements custom computer applications and programs and provides consulting and support to all departments in the area of office automation, which includes the County's network of personal computers. There are six teams within this division that specialize in applications for justice, tax administration, and land use departments; Internet and Intranet projects; database management; and desktop innovation and support; and maintains the county-wide customer service and support help desk 8 hours per day, Monday through Friday for desktop issues.

DATA CENTER DIVISION: The Data Center is comprised of four teams that supply expertise in the areas of Networking, Servers, Operating Systems and Computer Operations. The areas of responsibility encompass Network infrastructure for the County's Local and Wide Area Network, server hardware and software, trouble shooting and resolution of printer issues, and all aspects of mainframe operations. The Data Center provides system and network monitoring twenty-four hours

a day, Monday through Friday with on-call support for the criminal justice systems on Saturday and Sunday. Independent scheduling of batch jobs and proper report distribution are everyday tasks. In addition, this division provides foundation technology expertise and support to all other divisions in the Department.

Administration Section: Administration provides direction and management support for all activities undertaken by the Department. Administrative functions include planning, special projects management, budgeting, purchasing, billing, accounting, and contract management. This section also handles the payroll, facilities maintenance, clerical support, and reception duties for the Department.

Telecommunications Section: Telecommunications manages the County's telephone and voice communications systems, including the recently added responsibility for managing the County's cellular phones, and is responsible for maintaining a directory of all County lines and users, and has assumed responsibility for central duplicating and mail room services for the County.

### 2002-03 RECOMMENDED BUDGET

The Information Services Department has focused on expanding network based services to our customers, and developing staff competency to support our increasingly sophisticated computing environment. ISD will continue to build on our network. Internet and Intranet successes:

- the Internet web site continues to grow with new capabilities appearing every month.
- the Intranet web site was launched successfully, and like the Internet site, new capabilities are being added regularly.
- the new exchange mail and messaging system has been implemented for more than 60% of the County's networked customers, and work will continue until all desktops are completed. As customers are added, hands-on, in-house training for Exchange is available, utilizing the new mobile training cart.
- a vendor for e-commerce applications has been selected, and development work will begin in 2002-03.
- a new data infrastructure has been built giving the County a high speed network that will be more reliable, manageable and responsive.

All of these accomplishments have built a strong foundation from which the Department has enhanced services to the public and as well as to county departments. In 2002-03 the Department will press forward to complete the implementation of major network and messaging infrastructure projects, including the following:

- implementation of the County's first E-commerce applications
- offer new capabilities for imaging and records management applications
- expand the ability to manage forms and document exchange
- improve help-desk methods and responses
- provide enhanced central operation services with the organization of Operations and Systems divisions into a consolidated Data Center division.

ISD will continue to partner with customer departments to assess and implement new business applications: Requests for Proposals have been completed for the Sheriff, District Attorney, and Planning departments, and ISD continues to provide support for existing computer applications for nearly every department.

In 2002-03, the Department will integrate the Geographic Information Systems (GIS) team members from the Planning and Elections departments. In 2001-02, the County Administrative Officer

requested that the Assessor, in collaboration with the Planning Director, develop a strategic plan for the GIS unit, in order to push GIS technology into the mainstream of local government use as an enterprise management resource. The Assessor recommended that the most promising organizational placement for this technology was the Information Services Department, which could provide strong technical leadership.

The strategic goals are to place the GIS application on the user's desktop, and to build the user network from its base in land use, to include health and human services, justice, and other departments for which there is a nexus between the location of their client/service base, and the deployment of resources. In this way, GIS will be treated as another emerging PC-based technology. The Department has been working with the Assessor, GIS staff, and Personnel to develop a new GIS Manager classification. The County's current GIS Coordinator/Principal Planner will work with ISD's management team to integrate the unit into the Department's organization, and assist the Department to recruit a team leader with strong technical skills, and the leadership qualities necessary to develop and sustain broad County departmental use of GIS technology. For the present time, the GIS unit will physically remain in the Planning Department, and Planning front counter staff will continue to manage the sale of GIS products to the public.

Overall, ISD's theme for 2002-2003 is to focus on and maintain the course already in place. A solid foundation for future technology has been built, and the department now has the opportunity to deliver effective current generation business applications to improve business processes, and service to County residents.

The recommended budget provides for a total of \$12,225,536 in expenditures, including the following:

• **Salaries and Benefits**

The recommended increase in salaries and benefits of \$101,366 provides for the following reductions in Information Services staff, due to financial constraints, an adjustment to better organize resources to address the growing complexity of managing the County's wide area network and complement of servers, and the transfer of the Geographic Information Services team members from the Planning and Elections departments. The reductions in IS staff are as follows:

- 1.0 Assistant Department Head
- 1.0 Division Manager
- 3.0 Computer Operations Technician IV positions
- 1.0 Sr. Data Processing Programmer/Analyst
- 1.0 Information Center Systems Analyst, offset by the addition of 1.0 Supervising Information Center Systems Analyst, to better manage staff engaged in upgrading the County's network systems, and the complement of servers that house data and software applications.

The consolidation of the County's GIS team in Information Services includes the transfer of the following positions from other departments:

- 1.0 Principal Planner/GIS Coordinator from Planning
- 2.0 Sr. Departmental Information Systems Analyst (GIS) positions from Planning
- 1.0 Departmental Information Systems Analyst (GIS) from Elections
- 1.0 Geographic Information Systems Technician II from Planning

In order to address the growing use of extra help and overtime in the duplication and central mail services unit, it is recommended that 1.0 Clerk II be added, which will be partially offset with reductions in costs associated with extra help and overtime.

- **Services and Supplies**

In addition to providing for the Information Services Department operating supplies, the services and supplies accounts include intra-departmental charges, general County overhead, carrier services charges for the telephone network, maintenance agreements for existing hardware, the licensing agreements for data processing and telecommunications software, and supplies for the central duplicating function. The recommended budget provides for increases and decreases in various accounts for a net decrease in service and supply costs of \$496,804. The primary components of the changes in supplies and services include the following:

- a net decrease of \$134,420 in vendor equipment maintenance contracts, primarily for personal computers, reflecting the Department's continued efforts to upgrade desktop equipment and printers through the PC and printer replacement program;
- a net increase of \$15,200 in PC software, primarily due to software costs associated with the addition of the **GIS** unit;
- a net decrease of \$26,500 in supplies reflects an accounting re-alignment of services costs from supplies to professional services.
- an increase of \$60,000 in non-PC software reflects revised procedures for accounting for server software;
- the net reduction of \$583,335 in professional services reflects the completion of several projects with one time costs in the data processing/applications , including Intranet start-up costs, consulting services associated with the re-cabling project, which will be completed in 2001-02, costs associated with the Exchange client county-wide messaging and calendar system, and upgrades associated with a migration to the Windows 2000 platform.

Included in this account is financing for software licences, security devices for the County's wide-area network, and funds to implement e-commerce, interactive County process forms on the Intranet, the implementation of a digital signature capabilities, and enhancements to capabilities for imaging, and electronic document storage and retrieval.

- an increase of \$25,090 in the printing materials line item to provide for additional press services from local vendors, and;
- a decrease of \$70,000 in the training and education account reflects the progress the Department has made to train existing staff in all divisions in new technologies.

- **Other Charges**

The recommended amount of \$1,128,236 provides for depreciation expense and debt

service, and is an increase of \$42,355 over the 2001-02 allocation. The increase is in the depreciation of capital assets, primarily associated with the acquisition of a new master copier for the Duplicating unit.

- **Intra Fund Charges**

The recommended amount of (\$1,222,622) consists of charges among the various divisions within the Information Services Department including allocating the cost of administration, and charges for telecommunications services.

- **Fixed Assets**

The recommended amount provides for the acquisition of a broad range of equipment totaling \$1,299,040, a reduction of \$207,558 over the previous year. This figure is presented for information purposes and is not part of the operating budget or charges to the Department. Upon acquisition, the purchases will be capitalized and then charged out through depreciation charges. Data Processing fixed assets are depreciated over a period of five years, with the exception of PCs acquired under the lease program, which are depreciated over four years. The 2002-03 budget includes \$129,904 in costs, in the form of depreciation charges, for the recommended fixed assets.

- **Revenues**

The table below summarizes the revenues that provide the financing for the Information Services Department's recommended budget. The revenues are the result of: (1) charges to County departments for Telephone Services, Duplicating and Data Processing, (2) the allocation of the cost of department-wide administration to the Duplicating Budget, and (3) revenue associated with payments for services by other governments. The State Controller's Office requires that Internal Services Funds balance expenditures and revenues, and provide about two months of average cash expenditures as fund balance.

| Item                             | 2001-02<br>Allow. | 2001-02<br>Est. Act. | 2002-03<br>Request | 2002-03<br>Recomrn. | Recomrn.<br>Change |
|----------------------------------|-------------------|----------------------|--------------------|---------------------|--------------------|
| <b>Telephone Services</b>        |                   |                      |                    |                     |                    |
| - Non-Subvention<br>General Fund | 933,000           | 713,771              | 657,300            | 765,300             | (167,700)          |
| - Other Funds                    | 2,187,000         | 1,665,467            | 1,533,700          | 1,785,700           | (401,300)          |
| Total Allocated                  | 3,120,000         | 2,379,238            | 2,191,000          | 2,551,000           | (569,000)          |
| <b>Duplicating Revenue</b>       | 858,000           | 792,580              | 1,044,982          | 1,044,982           | 186,982            |
| <b>Data Processing</b>           |                   |                      |                    |                     |                    |
| - Non-Subvention<br>General Fund | 4,595,809         | 4,595,809            | 4,595,809          | 4,136,852           | (458,957)          |
| - Other Funds                    | 2,524,453         | 2,684,334            | 2,527,530          | 2,570,667           | 46,214             |
| Total Allocated                  | 7,120,262         | 7,280,143            | 7,123,339          | 6,707,519           | (412,743)          |
| Direct Billings                  | 1,188,738         | 1,115,406            | 1,055,461          | 1,140,000           | (48,738)           |
| <b>Other Revenue</b>             | 43,135            | 48,471               | 63,796             | 66,149              | 23,014             |
| <b>Total</b>                     | 12,330,135        | 11,615,838           | 11,478,578         | 11,509,650          | (820,485)          |

## Data Processing Revenues

The revenue amount shown for Data Processing consists of two categories --Allocated Cost Billings and Direct Service Billings.

### Allocated Cost Billings

This category of billing accounts for the majority of the data processing costs, including: application programming staff, mainframe computer activity, and network attachments. Because most of the major costs elements in this category are shared among many departments, most costs are fixed and the resources consumed by the customer departments are largely determined by application architecture, programming techniques and required changes. The three primary components of the allocated cost category are:

- Applications Division programming and project management staff time.
- a mainframe computer processor time.
- a number of PCs and printers attached to the County network.

The costs incurred in each area are allocated based on separate and distinct allocation cost bases. The tables which follow show (1) the estimated allocations for 2001-02 for the departments with a total allocation over \$100,000, and (2) allocated costs as a percent of each department's 2000-01 budget. The first table segregates the allocated amount for 2001-02 into two categories (A) Non-Subvention General Fund Departments and functions, and (B) Other Departments and functions.

### 2001-02 Estimated Allocated Costs for Data Processing Services

| Item                       | 2000-01 Estimated Actual          |              | Total        |
|----------------------------|-----------------------------------|--------------|--------------|
|                            | Non Subvention<br>General<br>Fund | Other        |              |
| Human Resources Agency     |                                   | 1,291,040    | 1,291,040    |
| courts                     |                                   | 727,118      | 727,118      |
| Planning                   | 782,965                           |              | 782,965      |
| Auditor-Controller         | 1,134,065                         |              | 1,134,065    |
| Sheriff                    | 638,022                           |              | 638,022      |
| Assessor                   | 380,316                           |              | 380,316      |
| Probation                  | 517,347                           |              | 517,347      |
| Treasurer-Tax Collector    | 314,143                           |              | 314,143      |
| Child Support Services     |                                   | 121,759      | 121,759      |
| District Attorney          | 312,589                           |              | 312,589      |
| Department of Public Works |                                   | 215,082      | 215,082      |
| All Other Users            | 516,362                           | 329,335      | 845,697      |
| TOTALS                     | \$ 4,595,809                      | \$ 2,684,334 | \$ 7,280,143 |

**2001-02 Estimated Allocated Charges for Data Processing  
as a Percent of a Department's Budget**

| <u>Item</u>                | <u>Total Data<br/>Processing Charge</u> | <u>Data Processing<br/>as an approx. % of<br/>the Department's<br/>Budget</u> |
|----------------------------|---|---|
| Human Resources Agency     | 1,291,040                               | 1.4%  |
| courts                     | 727,118                                 | 5.1%  |
| Planning                   | 782,965                                 | 7.8%  |
| Auditor-Controller         | 1,134,065                               | 40.6%   |
| Sheriff                    | 638,022                                 | 1.7%  |
| Assessor                   | 380,316                                 | 12.9%   |
| Probation                  | 517,347                                 | 3.8%  |
| Treasurer-Tax Collector    | 314,143                                 | 22.6%   |
| Child Support Services     | 121,759                                 | 1.8%  |
| District Attorney          | 312,589                                 | 3.4%  |
| Department of Public Works | 215,082                                 | 0.1%  |
| All Other Users            | 845,697                                 | NA  |
| PERCENT OF BUDGET TOTALS   | <u>\$ 7,280,143</u>                     | <u>1.9%</u>   |

Direct Service Billings

Direct cost services are billed separately and charged directly to departments. Items in this category are discretionary on the part of customer departments and usually involve individual items rather than a proportionate share of a larger indivisible item. Included in this category are PC purchases or leases, small laser printer purchases, PC support, PC and printer maintenance, Information Center supplemental services, all computer training, and vendor contracts for maintenance of programs used solely by the customer department. The annual revenue budgeted in this category is based on current demand for orders received, and an estimate of additional activity for 2002-03. The equipment which the Information Services Department acquires on behalf of County departments as a result of this program is discussed in the individual department budgets.

**Department Activities**

Applications and Technical Services Divisions

2001-02

To accomplish the major objectives for these divisions in 2001-02, the Department has concentrated on providing training to technical staff in all divisions in many new technologies, including training that has enabled the department to deliver new web-based solutions to improve computing systems, to extend the County's existing systems to the Internet, and to evaluate and support vendor-supplied software applications.

An example of a web-based solution is the development of a product which allows residents with their Assessor Parcel Number (APN ) to check on the status of their tax bill, or obtain assessment information by using web server access. Web delivery of Environmental Health inspections is now available, as are newly completed sites for Commissions and the Redevelopment Agency. The Auditor's site now hosts the County's budget and financial reports. A court calendaring tool is now available, as is case index and case summary information.

IS staff developed the framework for a County Intranet that hosts data internal to the County and provides access to that data using web browser technology. New additions include expanded personnel information, including salary schedules, job specifications, and memorandums of understanding, and an interactive method to update the County virus detection software.

In addition to these new web-based solutions, the Applications Division is committed to continue to make reports available in an on-line environment and the "must do maintenance" of existing applications, and to assist customer departments to evaluate new technologies that can improve business practices, in order to better serve the public. Desktop specialists in Team One are in the process of deploying Outlook and Exchange mail and calendaring programs on every desktop PC, and they have supported this roll-out with a series of hands-on, in-house trainings using the Department's wireless mobile training cart. This year the division provided County employees with remote network access to mainframe, e-mail and network resources using internet technology.

Major projects were completed in many County departments, including:

- the selection of a vendor for the District Attorney's case management system
- a request for proposal for the ALUS change of platform
- the District Attorney's consumer affairs data base
- the Human Resources Agency direct deposit program
- the Sheriff mobile data terminal project
- jury management has been migrated from the mainframe to a PC-based system
- a pilot report distribution system for the Auditor, which will allow departments to access financial data reports via the Intranet

### 2002-03

The Applications and Technical Services Division will concentrate on the following areas for 2002-03:

- **Support and Enhancement of Existing Applications and the Network**

A top priority for the Department is to ensure that existing applications continue to operate effectively, including the legacy-based applications that manage payroll, the tax system, and the accounting system. Computer applications will be maintained and/or enhanced to keep pace with business, policy and legislative changes.

Work will continue with the deployment of Windows 2000 and Microsoft Office on the desktop through the PC Replacement Program, each desktop will be converted to ethernet to complete the infrastructure project, approximately 300 new and replacement PCs will be deployed, and help desk support will be enhanced.

- **Internet/Intranet Development**

With the completion of the Internet and Intranet web server projects, the County now has the capability to give web access to County databases, and to make available web technologies to re-engineer departmental business processes. Requests to provide web-based solutions for business practices continues to grow, and uses are expanding rapidly. ISD will continue to provide resources to assist customer departments use these web technologies, and to ensure that these services are properly supported.

An E-Commerce product is planned to be deployed that is expected to provide on-line payment processes, as will digital signatures to permit electronic document

exchange. The Unified Fee Schedule will be available over the Intranet, and employees will have secure access to payroll and benefit information.

- **Departmental Projects**

In 2002-03 a full range of Department initiated projects are recommended to be engaged. A few examples planned for include: expanded access to electronic document imaging and storage for Planning and Redevelopment; the evaluation and possible deployment of a web-based timecard system in collaboration with the Auditor Controller; a change of platform for the ALUS planning system; a new program registration and facilities reservation system for Parks, a new format for tax bills for the Tax Collector's office; the installation of a pre-trial application for Probation; continued assistance to the Sheriffs technology initiatives; assistance to the GIS team's migration from the mainframe application to a server/web-based platform, assistance to the Human Resources Agency CALWIN conversion, work with General Services on a new purchasing system replacement, and other projects as supported and prioritized by the County's Information Services Policy Committee.

### Data Center Division

#### 2001-02

A goal of the County's cabling project is to support a wider range of protocols and technology. The Ocean Street complex and nine adjacent buildings will be re-cabled by the end of 2001-02. Cabling has begun at two of the buildings at the Emeline Street complex. To fully utilize the new infrastructure, switched network appliances are being installed. The use of these sophisticated devices requires a network-monitoring tool, and one has been installed that will allow configuration and trouble shooting from the Data Center console.

This year has seen a dramatic increase in demand for servers. The newer applications being purchased today are server based. The system that backs up data stored on the network drives could not keep up with demand; to remedy this condition, a more robust tape library was installed. With this enhanced capacity the County is positioned to handle future server growth.

#### 2002-03

**Network Team:** As a continuation of the cabling project, this division will implement a full conversion from Token Ring to Ethernet throughout the Network. Older legacy equipment will be retired in remote network sites. Internet access requirements have grown considerably. To meet requirements for increased response time, the division will increase the bandwidth for Internet access. Server growth has resulted in a need to centralize management, inventory and monitoring tasks. A software solution has been found that will allow the operations team to monitor all servers from a central console. The implementation of Exchange for email has highlighted our dependence on one piece of hardware for this vital County resource, so a second server has been planned for mirroring as a fault tolerant solution. Conversion from the older file servers to a Windows 2000 Active Directory solution is under way which will increase performance.

**Operating Systems:** While information technology is now centered on the Network and Client/Server paradigm, legacy (mainframe) hardware and applications continue to operate. Newer disk technology can be shared between the mainframe and the servers. As the mainframe applications are removed or retired the disk can be allocated to the server farm. This project will necessitate the upgrade of the mainframe operating system and supporting products.

## Telecommunications and Central Mail and Duplication Services

**Telecommunications:** During 2001-2002 the Telecommunications Section supported the relocation of HSA and HRA offices from 1400 Emeline; expansion of offices for the Child Support Services in south County; relocated lines for the Elections Department; and upgraded and expanded telephone equipment for the HSA/Homeless Persons Health project. The Division has also continued to support the remodel of County departments, including: County Counsel, Courts, Elections department, Public Works, and the Redevelopment Agency. In addition, the Telecom section has assisted with the Network Infrastructure Upgrade Project. ISD/Telecom has realized substantial savings by taking advantage of the State Master Agreement for the procurement of networking equipment and cable installation services. The Telecom section has also worked with General Services to improve the oversight and pricing of wireless services.

For 2002-2003 the Telecommunication section's priorities will be:

- To maintain reliable and effective telephone service, voice and data. wiring, and network support, while improving our level of service to County departments.
- To support the relocation of offices from the temporary Pioneer St. and Encinal St. offices back to the 1400 Emeline building for HSA and HRA.
- Implement recommendations regarding changes to wireless services and provide support to County departments to improve these services while reducing costs.
- Expand on-line capabilities under our recently introduced Intranet to improve our telephone and e-mail directories and provide additional options to County departments to view instruction manuals and submit requests for service and problem reporting.
- Begin evaluation and preparation of the RFP process to replace our aging Rolm telephone equipment (eleven years old).

**Duplicating and Mail Service:** In 2001-2002, the main objective for the Duplicating Division was to maintain a high level of service while continuing to produce high-volume basic functions such as rapid copy, offset press, and the on-time processing of outgoing and incoming mail. A back-up postage machine was placed in service at the Mail Room, which has reduced our risk of delays, and enabled higher volumes of envelopes during peak times. The Mail section provides same day out-going mail processing and inter-office mail pick-up and delivery. An administrative fee is added to departmental mail charges to recover and distribute costs.

The major priorities for 2002-2003 will be to:

- Continue to evaluate new copiers, presses and other technologies in order to maintain service levels to County departments.
- Replace older duplicating equipment where appropriate, with devices that use newer technology to increase productivity, reduce costs and reduce environmental impact (reduce noise, reduce amount of toxic chemicals, and reduce power consumption).



## STAFFING

The following table summarizes mid-year changes, the recommended reductions and additions, and accommodates the integration of the GIS team into the Information Services Department.

| POSITION                       | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm. | Recomm<br>Change |
|--------------------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|
| Accountant II                  | 57/49           | 1.00               | (1.00)             | 0.00             | 0.00               | 0.00               | (1.00)           |
| Accounting Technician          | ER              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Admin Svcs Mgr.                | B1              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Administrative Aide            | MM              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Asst. Dir of Info. Services    | 9A              | 1.00               |                    | 1.00             | 1.00               | 0.00               | (1.00)           |
| Clerk II                       | KB              | 1.00               |                    | 1.00             | 2.00               | 2.00               | 1.00             |
| Computer Opr Supvr             | B6              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Computer Opr Tech III/IV       | CD/EC           | 12.50              | (1.00)             | 11.50            | 8.50               | 8.50               | (4.00)           |
| DP Prog Analyst                | XT              | 8.00               |                    | 8.00             | 8.00               | 8.00               | 0.00             |
| Deptl Admin Analyst            | PM              | 1.00               | 0.50               | 1.50             | 1.50               | 1.50               | 0.50             |
| Deptl Info Sys Analyst GIS     | XC5             | 0.00               |                    | 0.00             | 1.00               | 1.00               | 1.00             |
| Dir of Data Processing         | 5A              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Dupl Equip Opr III             | V1/29/D1        | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00             |
| Geographic Info Sys Tech II    | CV5             | 0.00               |                    | 0.00             | 1.00               | 1.00               | 1.00             |
| Info Ctr Sys Analyst           | XT/XM/WT        | 15.00              |                    | 15.00            | 14.00              | 14.00              | (1.00)           |
| Info Svcs Div Mgr              | JW              | 3.00               | 1.00               | 4.00             | 3.00               | 3.00               | 0.00             |
| Network Support Spec/Analyst   | UO              | 3.00               |                    | 3.00             | 3.00               | 3.00               | 0.00             |
| Prin Planner/GIS Manager       | GC6/TBD         | 0.00               |                    | 0.00             | 1.00               | 1.00               | 1.00             |
| Sr DP Prog Analyst             | ZB              | 14.00              |                    | 14.00            | 13.00              | 13.00              | (1.00)           |
| Sr Sys Soft Analyst            | VL              | 3.00               |                    | 3.00             | 3.00               | 3.00               | 0.00             |
| Sr. Account Clerk              | FH              | 0.50               | 0.50               | 1.00             | 1.00               | 1.00               | 0.50             |
| Sr. Deptl Admin Analyst        | LL              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Sr. Deptl Info Sys Analyst GIS | xc7             | 0.00               |                    | 0.00             | 2.00               | 2.00               | 2.00             |
| Supv DP Prog Analyst           | VJ              | 5.00               |                    | 5.00             | 5.00               | 5.00               | 0.00             |
| Supervising IC Sys Analyst     | 2B              | 1.00               |                    | 1.00             | 2.00               | 2.00               | 1.00             |
| Telecom Specialist II/I        | WTGP            | 3.50               |                    | 3.50             | 3.50               | 3.50               | 0.00             |
| Typist Clerk II/I              | J8/J7           | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| <b>DEPARTMENTAL TOTAL</b>      |                 | <b>81.50</b>       | <b>0.00</b>        | <b>81.50</b>     | <b>82.50</b>       | <b>81.50</b>       | <b>0.00</b>      |

## FIXED ASSETS DETAIL

The table below provides the fixed asset detail for the Information Services Department by Index Code for 2002-03:

| <b>Budget Index/<br/>Sub Object No.</b> | <b>Quantity</b> | <b>New (N)<br/>Replacement (R)</b> | <b>Description</b>                        | <b>Recommended<br/>Amount</b> |
|---|-----------------|------------------------------------|---|-------------------------------|
| 422000                                  | 1               | N                                  | CBX Shelf for May Ave. Expansion          | \$ 47,000                     |
| 422000                                  | 1               | N                                  | Un-interruptable Power Supply Units (UPS) | 10,000                        |
| 422000                                  | 2               | R                                  | Air Conditioning Units                    | 4,000                         |
| 422000                                  | 1               | N                                  | Modular Workstation Furniture             | 4,000                         |
| 422000                                  | 2               | N                                  | T1/Multiplexer Office Installations       | 48,000                        |
| 422000                                  | 8               | N                                  | System Cards                              | 10,000                        |
| 423000                                  | 1               | R                                  | Docutech System Copier                    | 159,540                       |
| 424000                                  | 1               | N                                  | Mainframe Upgrade                         | 150,000                       |
| 424000                                  | 32              | N                                  | Routers/Switches                          | 90,000                        |
| 424000                                  | 7               | N                                  | Network File Servers                      | 75,000                        |
| 424000                                  | 300             | N                                  | PCs (4 Year Program)                      | 450,000                       |
| 424000                                  | 1               | N                                  | Disc Storage Upgrade (SAN)                | 190,000                       |
| 424000                                  | 1               | N                                  | DVD Equip for Software Installations      | 1,500                         |
| 424000                                  | 1               | R                                  | S-Con 22L Visara (3274 Replacement)       | 32,000                        |
| 424000                                  | 1               | R                                  | InfoPoint 60 Printer (3160 Replacement)   | 18,000                        |
| 424000                                  | 5               | N                                  | Network Laser Printers                    | 10,000                        |
| <b>Total</b>                            |                 |                                    |   | <b>\$ 1,299,040</b>           |

The 2002-03 budget reflects \$129,904 in depreciation charges to support the recommended fixed assets listed above.

The Personal Computers shown for the Information Services Department Four Year Program are an estimate of the number of computers that will be recommended for County Departments in the 2002-03 budget. If the estimated PCs are not approved as part of department budgets, then they will not be acquired by the Information Services Department.

**COUNTY LIBRARY FUND**  
**Anne Turner, Director of Libraries**  
Unit Number: 131855

Fund: County Library  
Function: Education  
Title: Library Services

| Requirements              | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03   | Change<br>from 2001-<br>02 Approp. |
|---------------------------|---------------------|-------------------------|--------------------------------|----------------------|---------------------|------------------------------------|
| <b>Appropriations</b>     |                     |                         |                                |                      |                     |                                    |
| Services & Supplies       | \$2,991,808         | \$ 2,890,426            | \$ 3,000,315                   | \$ 3,181,158         | \$ 3,181,158        | 290,732                            |
| Fixed Assets              | 0                   | 0                       | 0                              | 0                    | 0                   | 0                                  |
| Approp. for Cont.         | 0                   | 190,126                 | 0                              | 154,816              | 154,816             | (35,310)                           |
| <b>Total</b>              | <b>\$2,991,808</b>  | <b>\$ 3,080,552</b>     | <b>\$ 3,000,315</b>            | <b>\$ 3,335,974</b>  | <b>\$ 3,335,974</b> | <b>255,422</b>                     |
| Increase Reserve          | 89,666              | 0                       | 0                              | 0                    | 0                   | 0                                  |
| <b>Total Requirements</b> | <b>\$ 3,081,474</b> | <b>\$ 3,080,552</b>     | <b>\$ 3,000,315</b>            | <b>\$ 3,335,974</b>  | <b>\$ 3,335,974</b> | <b>255,422</b>                     |
| <b>Available Funds</b>    |                     |                         |                                |                      |                     |                                    |
| Fund Balance Avail.       | \$ 401,898          | \$ 99,646               | \$ 99,646                      | \$ 189,286           | \$ 189,286          | 89,640                             |
| Cancel Reserve            | 0                   | 124,110                 | 124,110                        | 0                    | 0                   | (124,110)                          |
| Revenues                  | 2,779,222           | 2,856,796               | 2,965,845                      | 3,146,688            | 3,146,688           | 289,892                            |
| <b>Total</b>              | <b>\$ 3,181,120</b> | <b>\$ 3,080,552</b>     | <b>\$ 3,189,601</b>            | <b>\$ 3,335,974</b>  | <b>\$ 3,335,974</b> | <b>255,422</b>                     |

This budget provides the appropriations and revenues for the County Library Fund. The County Library Fund, which covers the unincorporated area of the County and the cities of Capitola and Scotts Valley, is governed by the Board of Supervisors and is an important element in the overall financing of Library Services in Santa Cruz County.

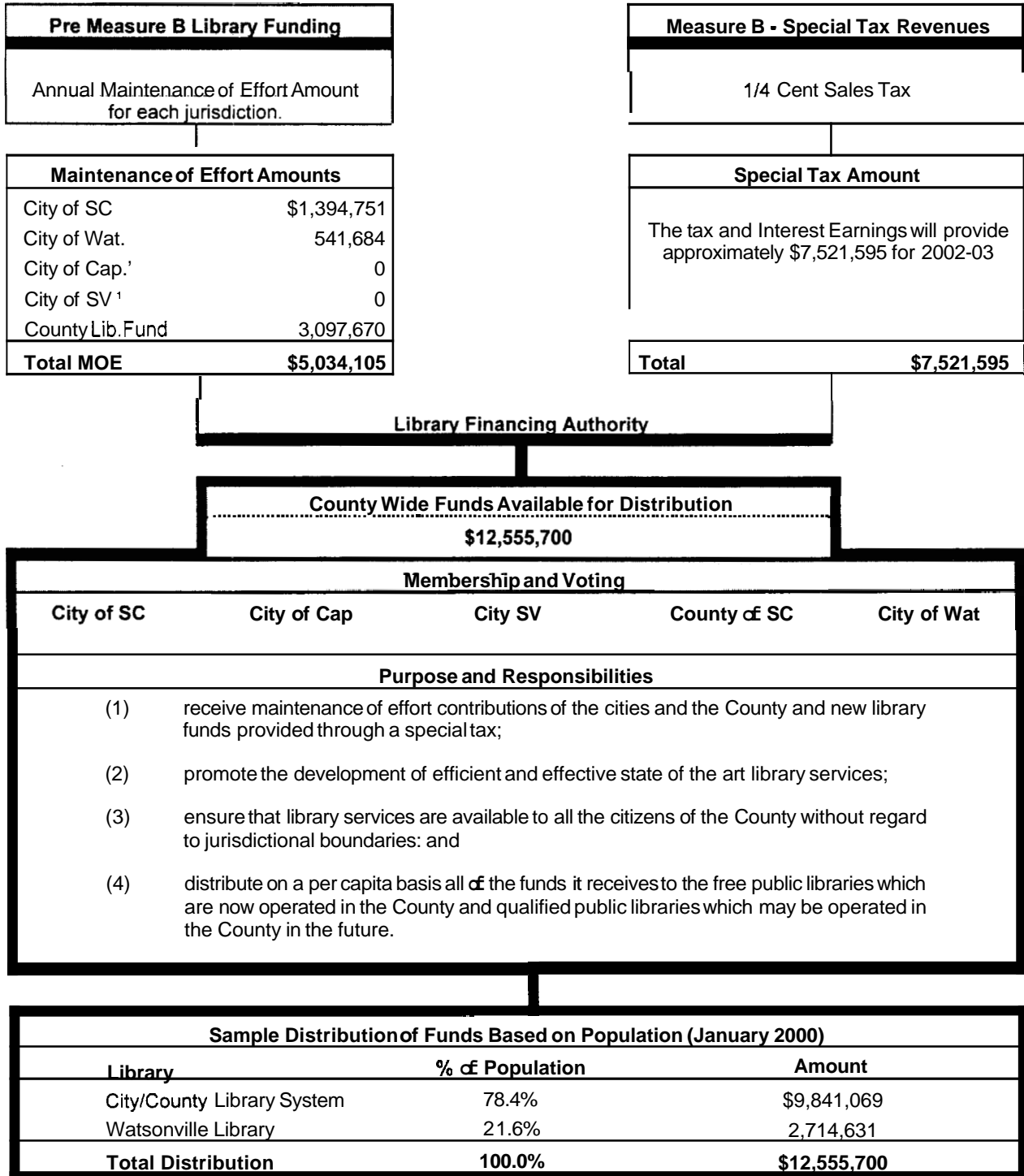
Library services in the County Library Fund's service area are provided through contracts with the City of Santa Cruz and the City of Watsonville. The result of these contractual arrangements is a comprehensive library program intended to meet the information, education and recreation needs of a diverse public through a network of community focused libraries and to support lifelong learning and self education, utilizing current technology and expert staff.

### Overall Financing of Library Services

In spring of 1996 the Cities of Santa Cruz, Watsonville, Scotts Valley and Capitola and the County entered into new governance agreements for the library which, among other things, provided for consolidating all library funding with a Library Financing Authority. The new financing arrangements provided for in the 1996 agreements were contingent upon the passage of a new special tax for the libraries. In November 1996, the voters approved Measure B, a special 1/46 sales tax for the libraries. As a result, the overall financing of public library services in Santa Cruz County is now provided through the Library Financing Authority which is funded with the proceeds of the special 1/46 sales tax and the maintenance of effort contributions from the general funds of the cities of Watsonville and Santa Cruz and the County Library Fund. The Library Financing Authority receives these funds and then distributes them on the basis of population served by the Santa Cruz City/County Library System and the Watsonville Library.

The chart which follows illustrates the operation of the Library Financing Authority and the revenue sharing principals provided for in the Library Financing Authority Agreement and the estimated flow of funds for 2002-03.

**Library Financing Authority  
Estimated Flow of Funds for 2002-03**



<sup>1</sup> The City of Scotts Valley and the City of Capitola are included in County Library Fund Amount.

## 2002-03 Recommended Library Fund Budget

The Library Financing Authority Agreement provides for a Maintenance of Effort contribution by the County Library Fund. Specifically, Section 3.2 of the Library Financing Authority Agreements provides that:

*"The County of Santa Cruz on behalf of the Unincorporated Area and the cities of Capitola and Scotts Valley shall contribute each year, commencing with the 1997-98 fiscal year, for the purposes set forth herein, a maintenance of effort amount equal to the amount of allocated taxes received by the County Library Fund through the operation of State Law less the County Library Fund's share of the Property Tax Administration Fee and the General County Overhead allocated to the County Library Fund. Allocated taxes shall include current secured property taxes, current unsecured property taxes, supplemental secured property taxes, supplemental unsecured property taxes, State Homeowners Property Tax Relief and such funds as the County Library Fund may receive as a result of Redevelopment Pass Through Agreements. Allocated taxes does not include payments which the County may receive from the Scotts Valley and Capitola Redevelopment Agencies in lieu of the construction of branch libraries."*

The recommended budget for 2002-03 provides for (1) the distribution of the allocated tax revenues available to the County Library Fund in accordance with the provisions of the Library Financing Authority Agreement; and (2) allocation of the pre-Measure B carryover balance in the County Library Fund to the Santa Cruz County Law Library and a Contingency Account within the Library Fund. The amount for the Law Library (**\$34,470**) is a short term solution for the Law Library's financial problem, i.e., the fact that for the past few years, filing fees, which are the Law Library's primary source of funding, have been declining. The County Administrative Office believes that over the long term the best solution for the Law Library's financial problems is a merger with the public libraries.

The table which follows summarizes the components for the 2002-03 Recommended Budget for the County Library Fund.

| <b><u>2002-03 Library Fund Budget</u></b>   |              |                            |
|---|--------------|----------------------------|
| <b>Item</b>   |              | <b>Amount</b>              |
| From 2002-03 Allocated Taxes  |              |                            |
| ■ Maintenance of Effort Payment   | \$ 3,097,670 |                            |
| ■ Property Tax Administrative Fee   | 30,000       |                            |
| Insurance Payment   | 3,090        |                            |
| ■ General County Overhead   | 15,928       |                            |
| Total 2002-03 Allocated Taxes   |              | \$ 3,146,688               |
| From Carry Over Balances (Pre Measure B funds which are not subject to the allocation provisions of the new Library Agreements) |              |                            |
| ■ Santa Cruz County Law Library   |              | \$ 34,470                  |
| Contingency   |              | 154,816                    |
| Total 2002-03 County Library Fund Budget  |              | <u><u>\$ 3,335,974</u></u> |



**LOCAL AGENCY FORMATION COMMISSION (LAFCO)**  
**Patrick M. McCormick**  
Unit Number: 131845

Fund: General  
Function: Pubic Protection  
Activity: Other Protection

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Other Charges                   | 168,771           | 120,711                 | 120,711                        | 111,133              | 111,133              | (9,578)                            |
| <b>TOTAL EXPEND</b>             | \$ 168,771        | \$ 120,711              | \$ 120,711                     | \$ 111,133           | \$ 111,133           | (9,578)                            |
| Less: Revenue                   | \$ 0              | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                 | 0                                  |
| <b>NETCOUNTYCOST</b>            | \$ 168,771        | \$ 120,711              | \$ 120,711                     | \$ 111,133           | \$ 111,133           | (9,578)                            |

The Local Agency Formation Commission (LAFCO) is an independent commission established in each county by State law. Santa Cruz LAFCO has responsibility in five areas affecting local government in the county:

- to encourage the orderly formation and development of local government agencies;
- to review and approve or disapprove changes in boundaries of the county's four cities and 75 special districts, including incorporations of new cities and formations of new districts;
- to establish "spheres of influence" for the cities and special districts and to review those spheres at least once every five years;
- to conduct service reviews within the county with the goal of improving the efficiency and reducing the cost of providing public services; and
- to provide assistance to local agencies and citizens considering changes in local government organization and boundaries.

Santa Cruz LAFCO consists of two members of the Board of Supervisors, two members of the city councils, two members of the special district boards, and one public member appointed by the other six. Also, four alternate commissioners are appointed, one each for the County, cities, special districts and public members.

Assembly Bill 2838 of the 2000 Legislative Session changed the formula by which LAFCOs are funded. Government Code Sections 56380, 56381, and 56381.6 now provide a process by which the County, cities, and districts each pay one third of the LAFCO budget. The total 2002-03 LAFCO budget is \$332,400. Accordingly, the County's one-third contribution of \$111,133 is significantly less than in prior years, when the County had 100% of the funding responsibility.



**MONTEREY BAY UNIFIED AIR POLLUTION  
CONTROL DISTRICT**  
**Douglas Quetin, Air Pollution Control Officer**  
Unit Number: 131811

Fund: General  
Function: Health/ Sanitation  
Activity: Health

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Other Charges                   | 0                 | 31,142                  | 31,142                         | 31,142               | 31,142               | 0                                  |
| <b>TOTAL EXPEND</b>             | \$ 0              | \$ 31,142               | \$ 31,142                      | \$ 31,142            | \$ 31,142            | 0                                  |
| Less: Revenue                   | \$ 0              | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                 | 0                                  |
| <b>NET COUNTY COST</b>          | \$ 0              | \$ 31,142               | \$ 31,142                      | \$ 31,142            | \$ 31,142            | 0                                  |

The Air Pollution Control District is responsible for air quality in the North Central Coast Air Basin and enacts and enforces rules and regulations which control the emission of air pollutants. In Santa Cruz County these activities include the operation of three air quality monitoring stations, enforcement of federal and state air quality standards and compliance schedules developed for sources in violation of District rules, review of environmental impact reports as related to air quality, and operation of a gasoline vapor recovery program.

**2002-03 RECOMMENDED BUDGET**

The Monterey Bay Unified Air Pollution Control District budget is financed from a combination of permit fees, motor vehicle surcharge fees, state and federal grants, and contributions from three counties (Santa Cruz, San Benito, Monterey) and the incorporated cities lying within those three counties. California Health and Safety Code, Section 40158, requires that each agency appropriate the amount requested by the Board of Directors of the Air Pollution Control District, based on a per capita ratio which was negotiated when the incorporated cities were included for representation on the District Board of Directors.

At the time of the preparation of the Proposed Budget, the District's Board of Directors had not yet adopted a final 2002-03 budget. District staff has developed a preliminary budget proposal which indicates a \$31,142 County contribution to the District. If approved by the Monterey Bay Unified Air Pollution Control District Board, this contribution will represent no change from the 2001-02 budget. Should the District Board approve a different contribution amount for Santa Cruz County, a revised recommendation will be presented in the Supplemental Budget.



**PARKS, OPEN SPACE AND CULTURAL SERVICES**  
**Barry C. Samuel, Director of Parks, Open Space and**  
**Cultural Services**  
Unit Number: 49/00/00

Fund: General Fund  
Function: Recreation  
Title: Parks, Open Space and  
Cultural Services

| Financing Use<br>Classification | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 3,309,099        | \$ 4,035,966            | \$ 3,852,307                   | \$ 4,058,792         | \$ 4,058,792         | 22,826                             |
| Services & Supplies             | 1,659,455           | 2,158,262               | 1,880,424                      | 1,936,572            | 1,936,572            | (221,690)                          |
| Other Charges                   | 51,500              | 31,000                  | 24,574                         | 0                    | 0                    | (31,000)                           |
| Fixed Assets                    | 57,434              | 170,673                 | 65,002                         | 114,900              | 114,900              | (55,773)                           |
| Intra-Fund Charges              | (112,459)           | (158,886)               | (152,885)                      | (163,967)            | (163,967)            | (5,081)                            |
| <b>TOTAL EXPEND</b>             | <b>\$ 4,965,029</b> | <b>\$ 6,237,015</b>     | <b>\$ 5,669,422</b>            | <b>\$ 5,946,297</b>  | <b>\$ 5,946,297</b>  | <b>(290,718)</b>                   |
| Less: Revenue                   | \$ 1,882,485        | \$ 2,283,535            | \$ 1,809,970                   | \$ 2,356,023         | \$ 2,356,023         | 72,488                             |
| <b>NET COUNTY COST</b>          | <b>\$ 3,082,544</b> | <b>\$ 3,953,480</b>     | <b>\$ 3,859,452</b>            | <b>\$ 3,590,274</b>  | <b>\$ 3,590,274</b>  | <b>(363,206)</b>                   |
| Positions                       |                     | 70.50                   | 70.50                          | 67.75                | 67.75                | (2.75)                             |

The mission of the Santa Cruz County Department of Parks, Open Space and Cultural Services (Parks) is to provide safe, well designed and maintained parks and to offer a wide range of recreational and cultural opportunities for our diverse community. The Department operates the County's 1400 acre park system, including land acquisition, site development and maintenance, and manages more than 50 facilities on County park properties. In addition, the Department offers a vast array of recreational and cultural opportunities in a variety of settings throughout the county, including parks and schools, in an effort to meet the needs of local residents. The Parks Department is also responsible for providing staff to the County's Park and Recreation Commission, Arts Commission and the North Coast Beaches Advisory Committee.

During the past year, the Department of Parks, Open Space and Cultural Services has completed a number of projects and has begun work on a variety of others. These include completing the Anna Jean Cummings Park project, completing the bulk of construction activities for the Scott Creek Beach project, completing the overview and restroom facilities project at Greyhound Rock, bidding the Highlands Skate Park project, implementing the Mobile Recreation Program, initiating the master plan process for Highlands Park, Pinto Lake County Park and Moran Lake County Park and installing commemorative trees and benches at various sites throughout the County.

Certain one-time projects will be completed during 2002-03. These include the improvements at Scott Creek Beach and the skateboard facility at Highlands County Park. The Department will also begin construction of Hestwood Park on Harper Street and work with the Arts Commission on Percent for the Arts projects and the Mobile Muse project. The Department will be facing significant program reductions as a result of budgetary constraints from the loss of the County Utility Tax, which will result in the modification or phasing out of various recreation and cultural services. These include various classes for children and adults, bus trips for senior citizens, summer camp programs at Highlands, Mar Vista and La Selva Beach and sports camps at Polo Ground County Park, Anna Jean Cummings Park and sites in Live Oak and the San Lorenzo Valley. In addition, "drop in" recreation

programs will be conducted only during the summer of 2002 at Mesa Village Park, Brommer Park, Jose Avenue Park and Felton Covered Bridge Park. The Department's Teen Program will be continued in conjunction with Shoreline Middle School.

#### Workload Indicators

The summary table below outlines workload indicators in the Parks Department:

| Workload Indicators              | FY 00-01<br>Actual | FY 01-02<br>Estimated Actual | FY 02-03<br>Projected |
|----------------------------------|--------------------|------------------------------|-----------------------|
| # of developed acres             | 221                | 223                          | 223                   |
| # of sites maintained            | 53                 | 54                           | 55                    |
| # of building sq. ft. maintained | 21,200             | 22,200                       | 22,200                |
| # of recreation registrations    | 7,040              | 7,744                        | 7,899                 |
| # of swim lesson participants    | 3,236              | 3,560                        | 3,631                 |
| # of facility rentals            | 1,870              | 2,057                        | 2,098                 |
| # of athletic fields             | 12                 | 17                           | 17                    |

#### 2002-03 RECOMMENDED PROGRAMS AND PROJECTS

For 2002-03, the Parks Department programs will be significantly reduced due to budget constraints resulting from the loss of County Utility Tax revenue. The recommended budget provides for a two year phase out of certain programs in order to minimize the impact to the community, particularly with regard to summer recreation programs. A detailed list of the specific program reductions is included below.

#### Utility Tax Repeal Plan Reductions and Impacts to the Department

The Parks Department has developed a phased cost reduction plan that maintains summer 2002 recreational offerings as they were published in the Department's Summer/Fall Activity Guide earlier this year. The Proposed Budget reflects this plan with a reduction to the Net County Cost of \$363,206. In future years, the Net County Cost will be reduced further, by approximately \$145,000 in 2003-04, reflecting the phased elimination of these programs. The following list identifies program reductions and specifies those that will be effective starting July 1, 2002 and those that will be phased out as of summer 2003.

##### Effective July 1, 2002

- Reduce hours of operation at the Swim Center and eliminate a .75 lifeguard position
- Eliminate two positions including a Park Planning Manager and an unfunded Recreation Coordinator
- Eliminate funding for the Monte Fireworks, O'Neill Sea Odyssey and Special Olympics programs
- Reduce the year-round recreation grants by 12.5% at the Davenport Teen Center, Pacific School, and Loma Prieta School
- Eliminate the purchase of art pieces by the Arts Commission
- Eliminate the contract for oversight of the Miller Property
- Reduce salary-related costs including on-call pay, overtime and extra-help

- Reduce extra-help staffing, supplies and equipment related to the maintenance function of the Department
- Eliminate training and travel unless it is directly related to licensing requirements;
- Reduce additional program and administration supplies
- Reduce utility costs through increased conservation, rate reductions and reduced Swim Center operations
- increase recreation fees by **10-15%** effective Fall 2002
- Increase fees for all facilities including picnic areas, fields and horse boarders by **10-15%** effective Fall 2002
- Rent the Highlands Cottage and the Burt Scott Estate as residences
- Increase admission fees at the Swim Center
- Increase the charges to other departments for planning and design services provided by Parks staff

**Programs to be Phased Out Effective Summer 2003**

- Eliminate the funding for the summer recreation programs at the SLV Youth Council, Bonny Doon Program, Watsonville YMCA, Live Oak School, and the Davenport Resource Center
- Eliminate the Ben Lomond Dam Summer Swim program
- Eliminate the free Neighborhood Summer Drop-In Recreation Programs at Mesa Village; Felton Covered Bridge, Jose Avenue Park and Brommer Park

**2002-03 RECOMMENDED BUDGET**

The recommended budget for the Department of Parks, Open Space and Cultural Services reflects the first phase of the Utility Tax reduction plan for a total decrease in expenditures of **\$290,718** and an increase in revenues of **\$72,488**, resulting in a reduction to the Net County Cost of **\$363,206**. The recommended budget for 2002-03 provides for the following:

**Expenditures**

- A net increase of **\$22,826** in Salaries and Benefits reflects increases of **\$148,762** associated with current staff and a decrease of **\$125,936** associated with the elimination of 2.75 positions - a Park Planning Manager, a Recreation Coordinator and a .75 Lifeguard.
- A net decrease of **\$221,690** in Services and Supplies reflects a **\$115,693** decrease in utility costs and **\$20,230** in additional items as well as a reduction in professional services of **\$158,342**.
- A net decrease in Other Charges of **\$31,000** reflects the one-time purchase of a vehicle in 2001-02 with no purchases recommended in 2002-03.
- A net decrease of **\$55,773** in Fixed Assets represents a **\$33,362** reduction in one-time equipment purchases and a **\$22,411** decrease in one-time expenditures related to special projects.

**Revenues**

- The net increase of **\$72,488** in revenues is the result of a **\$25,000** decrease in the amount of interest earned on park dedication funds for maintenance charges, an increase of **\$21,700** for maintenance charges supported by CSA #11, an increase of **\$76,575** for rents and concessions, an increase of **\$52,800** in charges to other departments for development reviews and design services, an increase of **\$72,420** for park and recreation fees and a decrease of **\$88,507** in revenues received from one time grants.

## FIXED ASSET DETAIL

| Budget Index/<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description          | Recommended<br>Amount |
|---------------------------------|----------|----------------------------|----------------------|-----------------------|
| 493100/8404                     | 1        | R                          | 50 Meter Pool Covers | \$ 18,500             |
| 492300/8404                     | 1        | R                          | 2WD Utility Vehicle  | \$ 6,400              |
| <b>Total</b>                    |          |                            |                      | <b>\$ 24,900</b>      |

The 50 meter pool covers have exceeded their lifespan. Several sections cannot be used or repaired due to the severity of wear. Because heat loss is a consequence resulting in increased utility costs, the Proposed Budget recommends that the pool covers be replaced.

The utility vehicle, which will be used for grounds maintenance at the Emeline Campus, will replace the vehicle that was destroyed due to vandalism. It is anticipated that some of the costs for the vehicle will be reimbursed through insurance reimbursements.

## STAFFING

| POSITION                      | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm. | Recomm<br>Change |
|-------------------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|
| Accountant II                 | 61              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Accounting Tech               | ER              | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00             |
| Administrative Svcs. Mgr.     | B1              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Bldg. Maintenance Supervisor  | MH7             | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Clerk I                       | D1              | 1.50               |                    | 1.50             | 1.50               | 1.50               | 0.00             |
| Clerk II                      | KB              | 0.75               |                    | 0.75             | 0.75               | 0.75               | 0.00             |
| Director                      | 7A              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Lifeguard/Instructor          | AM              | 3.00               |                    | 3.00             | 2.25               | 2.25               | (0.75)           |
| Park Planner III/IV           | C8/TH           | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00             |
| Parks Maintenance Worker I/II | RF/RB           | 20.75              |                    | 20.75            | 20.75              | 20.75              | 0.00             |
| Parks Maintenance Worker III  | T3              | 3.00               |                    | 3.00             | 3.00               | 3.00               | 0.00             |
| Parks Maintenance Supervisor  | T7              | 4.00               |                    | 4.00             | 4.00               | 4.00               | 0.00             |
| Parks Manager - Maintenance   | LP              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Parks Manager - Recreation    | LP              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Parks Mgr. - Planning         | N6              | 1.00               |                    | 1.00             | 0.00               | 0.00               | (1.00)           |
| Personnel/Payroll Clerk       | FN              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Recreation Coordinator        | JJ              | 9.75               |                    | 9.75             | 8.75               | 8.75               | (1.00)           |
| Recreation Program Specialist | 34              | 7.75               |                    | 7.75             | 7.75               | 7.75               | 0.00             |
| Recreation Supervisor         | 52              | 5.00               |                    | 5.00             | 5.00               | 5.00               | 0.00             |
| Secretary                     | BM              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Sr. Deptl Info. Sys. Analyst  | FH              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Typist Clerk I/II             | J8              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| <b>DEPARTMENTAL TOTAL</b>     |                 | <b>70.50</b>       | <b>0.00</b>        | <b>70.50</b>     | <b>67.75</b>       | <b>67.75</b>       | <b>(2.75)</b>    |

**COUNTY SERVICE AREA NO. 11**  
**Barry C. Samuel, Director**  
Index Number: 134910

Fund: Special District  
Function: Recreation  
Title: Parks and Recreation

| Requirements              | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03   | Change<br>from 2001-<br>02 Approp. |
|---------------------------|---------------------|-------------------------|--------------------------------|----------------------|---------------------|------------------------------------|
| <b>Appropriations</b>     |                     |                         |                                |                      |                     |                                    |
| Services & Supplies       | \$ 761,998          | \$ 727,099              | \$ 545,848                     | \$ 899,322           | \$ 899,322          | 172,223                            |
| Other Charges             | 289,548             | 307,041                 | 252,668                        | 282,188              | 282,188             | (24,853)                           |
| Fixed Assets              | 21,343              | 184,162                 | 184,162                        |                      |                     | (184,162)                          |
| Approp. for Cont.         |                     |                         |                                |                      |                     | 0                                  |
| <b>Total</b>              | <b>\$ 1,072,889</b> | <b>\$ 1,218,302</b>     | <b>\$ 982,678</b>              | <b>\$ 1,181,510</b>  | <b>\$ 1,181,510</b> | <b>(36,792)</b>                    |
| Increase Reserve          |                     | 48,773                  |                                |                      |                     | (48,773)                           |
| <b>Total Requirements</b> | <b>\$ 1,072,889</b> | <b>\$ 1,267,075</b>     | <b>\$ 982,678</b>              | <b>\$ 1,181,510</b>  | <b>\$ 1,181,510</b> | <b>(85,565)</b>                    |
| <b>Available Funds</b>    |                     |                         |                                |                      |                     |                                    |
| Fund Balance Avail.       | \$ 190,992          | \$ 336,836              | \$ 336,836                     | \$ 217,625           | \$ 217,625          | (119,211)                          |
| Cancel Reserve            | 295,754             |                         |                                | 48,773               | 48,773              | 48,773                             |
| Property Taxes            | 174,563             | 184,105                 | 192,056                        | 199,768              | 199,768             | 15,663                             |
| Service Charges           | 295,771             | 295,778                 | 292,988                        | 292,988              | 292,988             | (2,790)                            |
| Revenues                  | 452,645             | 450,356                 | 427,196                        | 422,356              | 422,356             | (28,000)                           |
| <b>Total</b>              | <b>\$ 1,409,725</b> | <b>\$ 1,267,075</b>     | <b>\$ 1,249,076</b>            | <b>\$ 1,181,510</b>  | <b>\$ 1,181,510</b> | <b>(85,565)</b>                    |

County Service Area #11 (CSA #11) was established to provide funds for park acquisition, park development and maintenance, recreation programs, and to contribute to the overall operation of the Parks, Open Space and Cultural Services Department. The District encompasses the entire County except for the cities of Santa Cruz, Watsonville, Capitola, and Scotts Valley and the independent recreation districts of Alba, Boulder Creek, La Selva, and Opal Cliffs.

#### 2002-03 RECOMMENDED BUDGET

The recommended CSA #11 budget includes expenditures of **\$1,181,510** for parks operation, maintenance, recreation, and debt service payments, ADA projects and equipment, parks development and major maintenance projects, and County overhead and associated costs. Revenues are included in the amount of **\$915,112** which include CSA #11 debt service charges, property taxes, interest, voluntary supplemental allocation funds and other related revenues.

The recommended budget for CSA #11 provides for a decrease in expenditures of \$36,792, a decrease in revenues of \$15,127 and a decrease in the net cost to fund balance of \$21,665. The recommended budget provides for the following:

#### Expenditures

- A net increase of \$172,223 in services and supplies is the result of an increase of \$172,223 in Parks Services.
- A net decrease of \$24,853 in Other Charges is the result of reductions to the CERTS accounts and Operating Transfers Out to pay the long term debt service on various park sites including the Simpkins Family Swim Center offices.
- A net decrease of \$184,162 in Fixed Assets is the result of a decrease of \$184,162 in Structures and Improvements for park improvement projects.

#### Revenue

- Revenue projections anticipate a net decrease of \$15,127 as a result of a net increase of \$15,663 in property tax revenues; a net decrease of \$28,000 in other revenues and a net decrease of \$2,790 in CSA #11 service charge revenues as a result of adjustments to the long term debt service for CSA #11.

During fiscal year 2001-02, every residential unit within the unincorporated area of the County paid the long term debt service charge of \$6.58. The \$6.58 long term debt service charge is maintained in 2002-03.

**COUNTY SERVICE AREA NO. 11L**  
**Barry C. Samuel, Director of Parks, Open Space and**  
**Cultural Services**  
Index Number: 134906

Fund: Special District  
Function: Recreation  
Title: County Service Area  
No. 11L - Lompico

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|------------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                    |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                  |
| Other Charges             |                   |                         |                                |                      |                   | 0                                  |
| Fixed Assets              |                   | 180                     | 180                            | 7                    | 7                 | (173)                              |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                  |
| <b>Total</b>              | \$ 0              | \$ 180                  | \$ 180                         | \$ 7                 | \$ 7              | (173)                              |
| Increase Reserve          | 0                 | 3                       |                                |                      |                   | (3)                                |
| <b>Total Requirements</b> | \$ 0              | \$ 183                  | \$ 180                         | \$ 7                 | \$ 7              | (176)                              |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                    |
| Fund Balance Avail.       | \$ 104            | \$ 160                  | \$ 160                         | \$ 7                 | \$ 7              | (153)                              |
| Cancel Reserve            | 45                | 23                      | 23                             | 0                    | 0                 | (23)                               |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                  |
| Service Charges           |                   |                         |                                |                      |                   | 0                                  |
| Revenues                  | 11                |                         | 4                              |                      |                   | 0                                  |
| <b>Total</b>              | \$ 160            | \$ 183                  | \$ 187                         | \$ 7                 | \$ 7              | (176)                              |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                 |

This special district was created during fiscal year 1996-97 to match grant funds to renovate the Lompico Community Center Park. Due to the passage of Proposition 218, funds will no longer be collected for this purpose. The fund balance available can be used for development, maintenance and operation of the community center park. Development began on the Lompico Community Center Park during the Spring of 1998.

**ART IN PUBLIC PLACES**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21300

Fund: Custodial Funds/Parks  
Function: Recreation & Cultural  
Services  
Title: Art in Public Places

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|------------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                    |
| Services & Supplies       | \$                | \$                      | 30                             | \$                   | 21                | \$ (9)                             |
| Other Charges             |                   |                         |                                |                      |                   | 0                                  |
| Fixed Assets              | 52,200            | 19,100                  | 19,100                         | 107,950              | 107,950           | 88,850                             |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                  |
| <b>Total</b>              | <b>\$ 52,200</b>  | <b>\$ 19,130</b>        | <b>\$ 19,100</b>               | <b>\$ 107,971</b>    | <b>\$ 107,971</b> | <b>\$ 88,841</b>                   |
| Increase Reserve          |                   | 142                     |                                |                      |                   | (142)                              |
| <b>Total Requirements</b> | <b>\$ 52,200</b>  | <b>\$ 19,272</b>        | <b>\$ 19,100</b>               | <b>\$ 107,971</b>    | <b>\$ 107,971</b> | <b>\$ 88,699</b>                   |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                    |
| Fund Balance Avail.       | \$ 334            | \$ 172                  | 172                            | 21                   | 21                | (151)                              |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                  |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                  |
| Service Charges           |                   |                         |                                |                      |                   | 0                                  |
| Revenues                  | 52,038            | 19,100                  | 18,949                         | 107,950              | 107,950           | 88,850                             |
| <b>Total</b>              | <b>\$ 52,372</b>  | <b>\$ 19,272</b>        | <b>\$ 19,121</b>               | <b>\$ 107,971</b>    | <b>\$ 107,971</b> | <b>\$ 88,699</b>                   |
| <b>Service Charge</b>     | <b>NA</b>         | <b>NA</b>               | <b>NA</b>                      | <b>NA</b>            | <b>NA</b>         | <b>NA</b>                          |

The Art in Public Places budget was established to provide an art component in the design and development of certain County building and remodeling projects in excess of \$100,000. Public art is located in highly visible public areas or in areas regularly frequented by the general public and is intended to be enjoyed for the life of the structure or park facility.

Projects are considered for the Art in Public Places budget as part of the County's annual budget cycle. If approved, a budget allowance of up to 2 percent of the total construction costs may be allocated for works of art for projects subject to this policy.

The recommended budget reflects the beginning of three new redevelopment projects in Live Oak and Soquel: Felt Street Park, the Live Oak Library and the Farm Park.

**OFF ROAD VEHICLE FUND**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Unit Number: 13/49/36

Fund: Custodial Funds/Parks  
Function: Recreation & Cultural  
Title: Services  
Off Road Vehicle Fund

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|------------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                    |
| Services & Supplies       | \$ 64,278         | \$ 24,511               | \$ 17,615                      | \$ 26,054            | \$ 26,054         | 1,543                              |
| Other Charges             |                   |                         |                                |                      |                   | 0                                  |
| Fixed Assets              |                   |                         |                                |                      |                   | 0                                  |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                  |
| <b>Total</b>              | <b>\$ 64,278</b>  | <b>\$ 24,511</b>        | <b>\$ 17,615</b>               | <b>\$ 26,054</b>     | <b>\$ 26,054</b>  | <b>1,543</b>                       |
| Increase Reserve          |                   | 16,072                  | 16,072                         |                      |                   | (16,072)                           |
| <b>Total Requirements</b> | <b>\$ 64,278</b>  | <b>\$ 40,583</b>        | <b>\$ 33,687</b>               | <b>\$ 26,054</b>     | <b>\$ 26,054</b>  | <b>(14,529)</b>                    |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                    |
| Fund Balance Avail.       | \$ 87,945         | \$ 32,833               | \$ 32,833                      | \$ 5,232             | \$ 5,232          | (27,601)                           |
| Cancel Reserve            |                   |                         |                                | 16,072               | 16,072            | 16,072                             |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                  |
| Service Charges           |                   |                         |                                |                      |                   | 0                                  |
| Revenues                  | 9,166             | 7,750                   | 6,086                          | 4,750                | 4,750             | (3,000)                            |
| <b>Total</b>              | <b>\$ 97,111</b>  | <b>\$ 40,583</b>        | <b>\$ 38,919</b>               | <b>\$ 26,054</b>     | <b>\$ 26,054</b>  | <b>(14,529)</b>                    |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                 |

This budget is financed through State subvention from license fees collected by the Department of Motor Vehicles for off-road vehicles registered in Santa Cruz County. The funds are restricted for the development, operation and maintenance of off-road vehicle facilities or for reconstruction of damage caused by off-road vehicles in an area where off-road vehicles are not allowed. The recommended 2002-03 budget provides funds for the continued implementation of the Bonny Doon Ecological Project.

**CULTURAL RESOURCES**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Unit Number: 13/49/04

Fund: General Fund  
Function: Recreation  
Title: Cultural Resources

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Other Charges                   | 424,098           | 449,019                 | 449,019                        | 451,136              | 399,910              | (49,109)                           |
| <b>TOTAL EXPEND</b>             | \$ 424,098        | \$ 449,019              | \$ 449,019                     | \$ 451,136           | \$ 399,910           | \$ (49,109)                        |
| Less: <b>Revenue</b>            | \$ 40,000         | \$ 40,000               | \$ 40,000                      | \$ 40,000            | \$ 40,000            | 0                                  |
| <b>NET COUNTY COST</b>          | <u>\$ 384,098</u> | <u>\$ 409,019</u>       | <u>\$ 409,019</u>              | <u>\$ 411,136</u>    | <u>\$ 359,910</u>    | <u>\$ (49,109)</u>                 |

The activities described in this index are provided through contracts with the Cultural Council of Santa Cruz County, the Museum of Art & History, the Santa Cruz County Veterans Memorial Building Board of Trustees and the Parks and Recreation Department of the City of Santa Cruz. The recommended 2002-03 Budget includes a reduction of 12.5% for each community program due to fiscal constraints resulting from the loss of the County's Utility Tax through the passage of Measure L.

Cultural Council of Santa Cruz County

The contract with the Cultural Council provides for a broad range of arts, entertainment and educational activities benefitting County residents and visitors. These programs include workshops, grants to existing programs such as SPECTRA (Arts in Education) and overall coordination of arts activities in the County. The Arts Commission annually reviews the activities of the Cultural Council.

The Cultural Council status quo budget request of \$184,151 is the same as for last year. The recommended 2002-03 budget includes a 12.5% reduction of \$23,019 for a new contract amount of \$161,132. The loss in revenue will be reflected in the number and/or size of grants awarded by the Cultural Council to support cultural activities in Santa Cruz County.

Museum of Art & History

The contract with the Museum of Art & History Museum supports the operation and maintenance of the Santa Cruz County Art & History Museum, provides for the liaison function to the Historical Resources Commission and maintains the development of historic preservation services throughout the County. The Art & History Museum status quo budget request of \$165,657 is the same as for last year. The recommended 2002-03 budget includes a reduction of 12.5% or \$20,707 for a new contract of \$144,950.

Santa Cruz County Veterans Memorial Building Board of Trustees

The contract with the Santa Cruz County Veterans Memorial Building Board of Trustees provides for the operation and maintenance of the Santa Cruz County Veterans Memorial Building. Pursuant to the agreement between the County and the Santa Cruz Veterans Memorial Building Board of Trustees, the Trustees may use an approved amount of revenues generated by activities under the agreement to offset reasonable costs of operating, managing, caring for, maintaining and improving the Santa Cruz Veterans Memorial Building. Revenues in excess of those approved to offset eligible costs are held in trust for building improvements and significant maintenance projects.

The Veterans Memorial Building status quo budget request of \$60,000 is the same as last year. The recommended 2002-03 budget includes a reduction of 12.5% or \$7,500 for a new contract of \$52,500.

Santa Cruz City Parks and Recreation - Lighthouse Field Park

Lighthouse Field Park is operated pursuant to a 1977 master agreement between the State, County and City of Santa Cruz. In this agreement, the City and County jointly and contractually agreed to assume responsibility for the care, maintenance, operation, control and development of the property for the use and enjoyment of the public in perpetuity. An operational agreement between the City and County, also signed in 1977, provides that the City will assume the lead role, be responsible for actual maintenance of the grounds and bear 75% of the costs, with the County bearing the remaining 25%. Contract costs for 2002-03 total \$41,328.

Santa Cruz City Parks and Recreation - Loudon Nelson Center

The County and the City have agreed to terminate the Loudon Nelson Center contract by mutual consent, as provided for in the terms of the contract. With the dissolution of this agreement, the County will be reimbursed for the initial purchase price of the building. The City will make the reimbursement in five equal annual installments of \$40,000 each through 2003-04.



**PERSONNEL**  
**Dania Torres Wong, Director**  
Unit Number: 51/00/00

Fund: General  
Function: General Government  
Activity: Personnel

| Financing Use<br>Classification | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 1,304,671        | \$ 1,628,515            | \$ 1,626,517                   | \$ 1,766,783         | \$ 1,766,784         | 138,269                            |
| Services & Supplies             | 444,667             | 718,912                 | 658,057                        | 429,492              | 429,492              | (289,420)                          |
| Fixed Assets                    | 0                   | 17,500                  | 17,500                         | 0                    | 0                    | (17,500)                           |
| intra-Fund Charges              | (242,207)           | (338,485)               | (338,485)                      | (330,985)            | (330,985)            | 7,500                              |
| <b>TOTAL EXPEND</b>             | <b>\$ 1,507,131</b> | <b>\$ 2,026,442</b>     | <b>\$ 1,963,589</b>            | <b>\$ 1,865,290</b>  | <b>\$ 1,865,291</b>  | <b>(161,151)</b>                   |
| <b>Less: Revenue</b>            | <b>\$ 579,392</b>   | <b>\$ 747,605</b>       | <b>\$ 747,605</b>              | <b>\$ 763,809</b>    | <b>\$ 763,809</b>    | <b>16,204</b>                      |
| <b>NET COUNTYCOST</b>           | <b>\$ 927,739</b>   | <b>\$ 1,278,837</b>     | <b>\$ 1,215,984</b>            | <b>\$ 1,101,481</b>  | <b>\$ 1,101,482</b>  | <b>(177,355)</b>                   |
| Positions                       | 23.00               | 26.00                   | 26.00                          | 24.00                | 24.00                | (2.00)                             |

The Personnel Department is responsible for County activities in recruitment, classification, employee relations, training, equal employment opportunity, risk management and employee insurances. The Department staffs both the Civil Service and Equal Employment Opportunity Commissions and administers the County Volunteer Initiative Program. Additionally, the Personnel Department ensures that all County programs and services are accessible to all segments of the community.

#### 2002-03 RECOMMENDED BUDGET

The recommended Personnel Department budget provides for a decrease in expenditures of \$161,151 and an increase in revenues of \$16,204 resulting in a Net County Cost decrease of \$177,355. Funding provides for the following:

#### ExDenditures

- The proposed budget, due to fiscal constraints, includes the elimination of all extra help allocations, the deletion of a Personnel Clerk position in the Employee Relations Salary Administration Division and the elimination of a Typist Clerk II position in the Employment Services Division.
- Services and supplies are recommended to decrease by \$289,420 due to:
  - the elimination of the specialized outreach recruiter contract for difficult to recruit positions and the elimination of the outside negotiator \$165,000;
  - the reduction of outside trainer expenses \$15,000;
  - the reduction of postage \$11,000;
  - the reduction of staff training \$25,000; and
  - the reduction in legal notices \$50,000.

## Revenues

- Revenues are recommended to increase by \$16,204 as a result of slightly higher increased reimbursements from Risk Administration and Employee Insurances.

## STAFFING

| POSITION                       | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm | Recomm. Change |
|--------------------------------|--------------|-----------------|-----------------|---------------|-----------------|----------------|----------------|
| Equal Employ. Officer          | DN           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| Assoc/Sr/Principal Per Analyst | IF/IA        | 11.00           | 0.00            | 11.00         | 11.00           | 11.00          | 0.00           |
| Empl Rel Program Mgr           | IT           | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00           | 0.00           |
| Deputy Director                | AC           | 0.00            | 1.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| Personnel Clerk                | FN           | 5.00            | 0.00            | 5.00          | 4.00            | 4.00           | (1.00)         |
| Personnel Technician           | J4           | 4.00            | 0.00            | 4.00          | 4.00            | 4.00           | 0.00           |
| Personnel Director             | SI           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| Typist Clerk II                | J8           | 1.00            | 0.00            | 1.00          | 0.00            | 0.00           | (1.00)         |
| Secretary                      | BM           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
| Sr Receptionist                | KX           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00           | 0.00           |
|                                |              |                 |                 |               |                 |                | 0.00           |
| TOTAL                          |              | 26.00           | 0.00            | 26.00         | 24.00           | 24.00          | (2.00)         |

The Personnel Department is divided into five divisions:

**Administration** - This Division provides all policy direction, workload priority and supervision to each of the department divisions. Administration is responsible for conducting negotiations and presenting items related to negotiations to the Board of Supervisors. This Division is also responsible for handling complex issues with County departments.

**Employee Relations and Salary Administration** - This Division administers the County's Employee Relations Program, including labor relations and negotiation of labor agreements, salary classification and compensation, employee training and record keeping.

This Division is responsible for negotiating labor contracts with 9 labor organizations, including: General Representation Unit; Middle Management Unit; Detention Officer Unit; Law Enforcement Unit; Law Enforcement Middle Management; Sheriffs Supervisory Unit; District Attorney's Unit; District Attorney Inspectors Unit. It also implements provisions of these agreements and similar provisions applicable for unrepresented management employees.

As staff to the Civil Service Commission, this Division is responsible for preparation of all agendas and minutes, scheduling and staffing of appeal hearings, issuance of subpoenas, maintenance of the appeal log, all contact with commissioners and any activities in support of the Commission's operations.

This Division is responsible for providing disciplinary advice to County departments. The Division coordinates the management response to all grievances, advises departments on appropriate actions, reviews all drafts of grievance responses at each level, and coordinates grievance responses with County Counsel's Office.

This Division manages the County's leave of absence program for employees who require medical and non-medical leaves of absence from their positions. This includes training for payroll clerks.

The County Training Program, staffed by this Division, is discussed in more detail below.

**Employment Services Division** - The Employment Services Division (ESD) is responsible for the County's recruitment, testing and selection program for all County departments. The Recruitment, Testing and Hiring Program involves attracting, assessing and certifying qualified individuals for over 700 different jobs to County departments which have hiring needs. This includes the development, administration and evaluation of recruitment strategies and examinations as well as providing consultant services to departments. The Division is responsible for equal employment opportunity outreach, Internet recruiting, bilingual proficiency testing, and oversight of decentralized recruitment activities for the Health Services Agency, Human Resources Agency and Department of Public Works. Training for departmental personnel and decentralized agency staff on policy and procedure maintenance are also ongoing elements of this Division's workload. Additionally, the ESD Division manages the County's employee Transfer, Re-employment and Recall Program. ESD is responsible for working with the Workers' Compensation and Americans with Disabilities Act programs to locate positions within the County for employees who return to work after illness or injuries.

This Division also manages the Volunteer Initiative Program (VIP). The VIP program recruits and places volunteers in 3-6 month positions in Santa Cruz County government. The Program provides people with the opportunity to get job experience. The volunteers perform services which expand the scope and range of departmental operations without increasing the County's budget.

**Equal Employment Opportunity (EEO)** - This Division oversees the Equal Employment Opportunity and Americans with Disabilities Act Compliance Programs for the County, staffs the Equal Employment Opportunity Commission. In addition, it is proposed that the EEO Division assume responsibility for staffing the Women's Commission. This Division is described in more detail below.

The Risk Management Division and activities associated with the Risk Management function are discussed beginning with Index Code 515100, Risk Administration (Fund 60).

#### INDEX CODE 512000 - COUNTY TRAINING PROGRAM

| <b>Financing Use<br/>Classification</b> | <b>Actual<br/>2000-01</b> | <b>Appropriated<br/>2001-02</b> | <b>Actual<br/>Estimated<br/>2001-02</b> | <b>Requested<br/>2002-03</b> | <b>Recommend<br/>2002-03</b> | <b>Change<br/>From 2001-<br/>02 Approp.</b> |
|---|---------------------------|---------------------------------|---|------------------------------|------------------------------|---|
| Salaries & Benefits                     | \$ 4,974                  | \$ 5,000                        | \$ 5,000                                | \$ 5,000                     | \$ 5,000                     | 0   |
| Services & Supplies                     | 36,953                    | 50,610                          | 50,610                                  | 30,249                       | 30,249                       | (20,361)                                    |
| <b>TOTAL EXPEND</b>                     | <b>\$ 41,927</b>          | <b>\$ 55,610</b>                | <b>\$ 55,610</b>                        | <b>\$ 35,249</b>             | <b>\$ 35,249</b>             | <b>(20,361)</b>                             |
| Less: Revenue                           | \$ 25,770                 | \$ 26,200                       | \$ 26,200                               | \$ 26,200                    | \$ 26,200                    | 0   |
| <b>NET COUNTY COST</b>                  | <b>\$ 16,157</b>          | <b>\$ 29,410</b>                | <b>\$ 29,410</b>                        | <b>\$ 9,049</b>              | <b>\$ 9,049</b>              | <b>(20,361)</b>                             |

The County Training Program provides in-service training for County employees at all levels, in a variety of subject areas, including supervisory and management training, Equal Opportunity, program elements, languages and basic skills development. The Training Task Force is composed of representatives from SEIU, Operating Engineers, the County Management Association, the County Administrative Office, and the Equal Employment Opportunity Office and establishes training program goals and activities.

This budget proposes to reduce the use of consultants who provide training classes for County employees. Instead, County staff with specialized experience will be used as trainers for various training classes offered through the Training Task Force Program.

The Program also has responsibility for the orientation of new County staff and the administration of the Leadership Academy, which will be conducted two times in the coming fiscal year for newly hired and promoted employees. Staffing costs for the training program are included in the personnel budget.

### **2002-03 RECOMMENDED BUDGET**

The recommended budget provides for a net county cost decrease of \$20,361 as a result of a decrease in training and the use of in-house trainers for training classes.

### **EQUAL EMPLOYMENT OPPORTUNITY - INDEX CODE 514000**

| <b>Financing Use<br/>Classification</b> | <b>Actual<br/>2000-01</b> | <b>Appropriated<br/>2001-02</b> | <b>Actual<br/>Estimated<br/>2001-02</b> | <b>Requested<br/>2002-03</b> | <b>Recommend<br/>2002-03</b> | <b>Change<br/>FROM 2001-<br/>02 APPROP.</b> |
|---|---------------------------|---------------------------------|---|------------------------------|------------------------------|---|
| Salaries & Benefits                     | \$ 121,590                | \$ 150,976                      | \$ 131,976                              | \$ 180,809                   | \$ 180,809                   | 29,833                                      |
| Services & Supplies                     | 51,063                    | 70,211                          | 70,211                                  | 28,314                       | 28,314                       | (41,897)                                    |
| <b>TOTAL EXPEND</b>                     | <b>\$ 172,653</b>         | <b>\$ 221,187</b>               | <b>\$ 202,187</b>                       | <b>\$ 209,123</b>            | <b>\$ 209,123</b>            | <b>(12,064)</b>                             |
| Less: Revenue                           | \$ 81,050                 | \$ 85,815                       | \$ 85,815                               | \$ 76,314                    | \$ 76,314                    | (9,501)                                     |
| <b>NET COUNTY COST</b>                  | <b>\$ 91,603</b>          | <b>\$ 135,372</b>               | <b>\$ 116,372</b>                       | <b>\$ 132,809</b>            | <b>\$ 132,809</b>            | <b>(2,563)</b>                              |
| Positions                               | 2.00                      | 2.00                            | 2.00                                    | 2.00                         | 2.00                         | 0.00  |

The Equal Employment Opportunity Division (EEO) is responsible for the implementation and monitoring of employment laws, specifically Title VII of the Civil Rights Act of 1954, American's With Disabilities Act (1990) and Fair Employment and Housing Act.

Activities include investigating, resolving and recommending corrective actions for discrimination or harassment complaints related to race, color, creed, religion, national origin, ancestry, disability, medical condition (cancer related and genetic characteristics), marital status, sex, sexual orientation, gender, age (over 18), veteran status, pregnancy and ensuring that the workplace is free of sexual harassment.

The Division also provides outreach to recruit a workforce that is representative of the County's diverse population; reviews accommodation requests for employees with disabilities; reviews and monitors public services and facilities to ensure accessibility; provides ongoing training to prevent sexual harassment and increase EEO/diversity of the work force; develops and implements the County's Equal Employment Opportunity Plan for all County departments; researches, reviews, and analyzes new employment laws as they relate to the Equal Employment Opportunity Act; monitors compliance with State and Federal regulations related to Office of Criminal Justice Planning grants; and monitors contract compliance. The EEO Officer also serves as staff to the EEO Commission.

## **2002-03 RECOMMENDED BUDGET**

The recommended budget provides for an decrease in Net County Cost of \$2,563. The Volunteer Initiative Program which was previously funded in this budget index has been transferred to the Employment Services Division (Index 513000). It is proposed that this Division will assume responsibility for staffing the Women's Commission in 02-03. The Division is staffed by one Equal Employment Officer and one Associate Personnel Analyst.

---

## Risk Management Program and Budgets

---

The objectives of the County's Risk Management program are fourfold:

- identify and evaluate potential losses (risks).
- reduce or eliminate these risks.
- protect the County from severe single or multiple losses through proper insurance or self insurance.
- provide a safe environment in which the public and employees may conduct business.

The County has several insurance programs to meet these goals which enable the County to cost effectively insure risks and actively participate in claims administration activities.

The Risk Management budget is divided into five units: Liability & Property (Fund 60-120) with Budget Index 515202 reflecting the General Fund program costs, Worker's Compensation (Fund 60-140), Unemployment Insurance (Fund 60-135), Risk Administration and Occupational Safety and Health (Fund 60-130), and Employee Insurance/Dental (Fund 60-118).

### Liability and Property Insurance Fund

- Liability Insurance

Santa Cruz County was fully self-insured for all general liability losses until 1996-97, at which time an excess liability insurance policy was purchased. The County currently purchases excess liability for an insured amount between \$500,000 to \$30 million. The County maintains separate malpractice and general liability coverage for the Health Services Agency as well as non-owned aircraft coverage for employees flying on County business. Claims administration services are performed by Risk Management staff.

Liability program activities include reviewing and investigating liability claims, establishing reserves, and working with County Counsel on defense and settlement matters. The staff also analyzes internal and contractual liability exposures, assists departments to minimize loss and transfer risk, and maintains extensive loss records.

- Property Insurance

The various risks in this category are covered by insurance policies purchased through the CSAC-Excess Insurance Authority (CSAC-EIA) and a local broker. Most coverage is subject to a \$5,000-\$25,000 loss deductible. Earthquake coverage is maintained on major County facilities and those required by FEMA. Pooled maximum limits are shared with other participating counties. Flood

insurance is also included in the basic property policy. Both earthquake and flood insurance coverage are subject to higher deductibles.

Separate coverage is maintained for money and securities, including food stamps, cash and other negotiable items. This category includes the Public Employees Faithful Performance Blanket Bond. The bond is provided for all County employees, including elected officials, and is recorded with the County Clerk.

Risk Management works with insurance brokers to negotiate coverage and premium changes, update scheduled values and adjust losses.

- Workers' Compensation Insurance Fund

Santa Cruz County provides workers' compensation coverage for all County employees and work release participants. The County is currently self-insured for the first \$250,000 of any loss, with no limit per occurrence, and purchases Employer's Liability excess coverage up to \$5 million above the \$250,000 deductible. Claims administration is performed by contract with Claims Management, Inc. Some activities of this function include reviewing and investigating claims, as well as directing legal defense and claims administration activities under contract. In addition, the staff analyzes claims experience and develops programs and procedures to minimize losses. The Employee Assistance Program is funded through this budget.

- Unemployment Insurance Fund

Santa Cruz County provides unemployment insurance (UI) coverage for all County employees. The County uses the direct pay option of UI claims. The State bills the County on an approximate quarterly basis for the full costs of all UI claims during a prior quarterly period. The County self-administers this program. Claims administration continues to be performed by County staff. Some Unemployment Insurance activities include review, investigation and protest of inappropriate or questionable claims, training supervisory staff in County departments, audit and allocation of State billings and representing the County at hearings.

- Occupational Safety and Health (OSH)

The County operates an Occupational Safety & Health program which is responsible for assuring compliance with all environmental and health and safety regulations which may affect County employees. The program's primary objective is to provide a safe and healthful work environment.

- Dental Insurance

Santa Cruz County provides a self-funded indemnity dental program for employees and their dependents. Claims administration services are provided by Delta Dental Services which is part of the CSAC-Excess Insurance Authority dental program.

- Employee Insurance Staffing

Santa Cruz County provides employee insurance benefits to its employees. This unit provides administrative services for the insured health program, retirees' health, COBRA, special districts, life, vision, long term disability and employee assistance programs.

The table below shows workload indicators for Risk Management's Safety and Workers' Compensation, Liability, and Unemployment Insurance Programs.

### **Risk Management -Workload Indicators**

| Item                                  | 1998-99<br>Actual | 1999-00<br>Actual | 2000-01<br>Actual | 2001-02<br>Est/Act |
|---------------------------------------|-------------------|-------------------|-------------------|--------------------|
| <b>Safety/Workers' Compensation</b>   |                   |                   |                   |                    |
| Training Sessions                     | 33                | 38                | 33                | 6                  |
| Inspections                           | 43                | 19                | 30                | 6                  |
| Ergonomic Consultations               | 65                | 56                | 60                | 63                 |
| Workers' Compensation Claims Received | 302               | 324               | 333               | 426                |
| Open Claims (Typical End of Quarter)  | 296               | 325               | 307               | 428                |
| OHSA Inspections                      | 3                 | 0                 | 1                 | 0                  |
| OHSA Citations                        | 2                 | 0                 | 0                 | 0                  |
| Follow-up Unsafe Conditions           | 70                | 92                | 50                | 89                 |
| First Aid Claims                      | 193               | 104               | 97                | 116                |
| <b>Liability</b>                      |                   |                   |                   |                    |
| Claims Filed                          | 154               | 152               | 102               | 79                 |
| Claims Denied                         | 96                | 93                | 50                | 38                 |
| Claims Closed                         | 80                | 85                | 75                | 30                 |
| Small Claims Appearances              | 6                 | 3                 | 4                 | 1                  |
| Property Losses                       | 2                 | 3                 | 4                 | 2                  |
| <b>Unemployment Insurance</b>         |                   |                   |                   |                    |
| Claims Processed                      | 98                | 84                | 73                | 122                |
| Favorable Protests                    | 19                | 10                | 7                 | 13                 |

## 2002-03 RECOMMENDED BUDGET

Major considerations in the insurance funds include the characteristics of the claims and the insurance reserves available in the fund to pay unforeseen losses. It is the County's policy to:

- Operate the more predictable insurance funds (Workers' Compensation and Unemployment Insurance) on a pay-as-you-go basis and to maintain a reasonable reserve for uncertainties; and
- a Operate the Liability and Property Fund so as to: (1) accumulate a sufficient reserve to absorb a major loss without requiring a significant increase in charges to County Departments; and (2) purchase excess liability insurance for losses of \$500,000 to \$30 million. The excess liability insurance coverage is intended to protect the County's liability fund from catastrophic losses.

With respect to the Liability and Property Fund, the expenditure pattern in this fund tends to be unpredictable due to the liability component of the fund and the potential for a large payment on a single case. The characteristics of the Liability Fund and the requirements for State and Federal financial participation require that the County operate this fund on an actuarial basis as opposed to a pay-as-you-go basis.

**LIABILITY AND PROPERTY FUND**

Dania Torres Wong, Personnel Director  
Unit Number: 51/52/00

Fund: 60-120  
Function: Insurance  
Title: Liability and Property

| Requirements                 | Actual<br>2000-01   | Appropriate<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03   | Change<br>from 2001-<br>02 Approp. |
|------------------------------|---------------------|------------------------|--------------------------------|----------------------|---------------------|------------------------------------|
| <b>Appropriations</b>        |                     |                        |                                |                      |                     |                                    |
| Services & Supplies          | \$ 1,782,046        | \$ 1,925,740           | \$ 1,720,187                   | \$ 2,333,845         | \$ 2,333,845        | 408,105                            |
| Loss Reserve                 | 2,446,025           | 2,509,605              | 2,755,658                      | 2,324,813            | 2,324,813           | (184,792)                          |
| Claims Paid                  | 850,966             | 650,000                | 600,000                        | 700,000              | 700,000             | 50,000                             |
| Cost Applied                 | 0                   | 0                      | 0                              | 0                    | 0                   | 0                                  |
| <b>Total</b>                 | <b>\$ 5,079,037</b> | <b>\$ 5,085,345</b>    | <b>\$ 5,075,845</b>            | <b>\$ 5,358,658</b>  | <b>\$ 5,358,658</b> | <b>273,313</b>                     |
| Increase Reserve             | 0                   | 0                      | 0                              | 0                    | 0                   | 0                                  |
| <b>Total Requirements</b>    | <b>\$ 5,079,037</b> | <b>\$ 5,085,345</b>    | <b>\$ 5,075,845</b>            | <b>\$ 5,358,658</b>  | <b>\$ 5,358,658</b> | <b>273,313</b>                     |
| <b>Available Funds</b>       |                     |                        |                                |                      |                     |                                    |
| Begin Fund Balance<br>(CAFR) | 2,819,586           | \$ 2,462,345           | \$ 2,462,345                   | \$ 2,755,658         | \$ 2,755,658        | 293,313                            |
| Department Charges           | 2,000,000           | 2,500,000              | 2,500,500                      | 2,500,000            | 2,500,000           | 0                                  |
| Revenues                     | 259,451             | 123,000                | 113,000                        | 103,000              | 103,000             | (20,000)                           |
| <b>Total</b>                 | <b>\$ 5,079,037</b> | <b>\$ 5,085,345</b>    | <b>\$ 5,075,845</b>            | <b>\$ 5,358,658</b>  | <b>\$ 5,358,658</b> | <b>273,313</b>                     |

This fund provides for two insurance programs: Liability and Property. The Liability Program protects the County from losses for damages to other parties. Claims against the County are reviewed, investigated and settled as appropriate. Legal defense is provided by County Counsel and outside special counsel.

The Property Program protects the County against losses from physical damage to County facilities, including equipment and documents, with special limited coverage for earthquake and flood. The County insures property risks because such insurance is cost effective relative to loss potential. Most losses are subject to a \$5,000 to \$25,000 deductible.

Smaller losses would be absorbed directly by the department suffering the loss, while large losses may be covered in part by the reserves in this fund or equipment replacement reserves in Intergovernmental Service Funds. Funds budgeted in this index also pay for the Public Employees Faithful Performance Blanket Bond.

The schedule below shows the current status of the Liability Insurance Fund and recommended expenditures and reserves for 2002-03, followed by a discussion of the County's policy for reserves in the liability fund and a recent history of reserve amounts in the Liability and Property Fund.

Liability and Property Insurance Fund  
Budget Schedule

| <u>Item</u>                             | <u>2001-02<br/>Est/Act</u> | <u>2002-03<br/>Recommended</u> |
|---|----------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>           | \$2,462,345                | \$2,755,658                    |
| <b>Revenues</b>                         |                            |                                |
| Interest                                | 110,000                    | 100,000                        |
| Department Charges                      | 2,500,500                  | 2,500,000                      |
| Other Revenue                           | 3,000                      | 3,000                          |
| Overhead                                | \$0                        | \$0                            |
| <b>Total Revenues</b>                   | <u>\$2,613,500</u>         | <u>\$2,603,000</u>             |
| <b>AVAILABLE FINANCING</b>              | <u><u>\$5,075,845</u></u>  | <u><u>\$5,358,658</u></u>      |
| <b>REQUIREMENTS</b>                     |                            |                                |
| <b>Expenditures</b>                     |                            |                                |
| Liability Insurance                     | 167,071                    | 220,000                        |
| Other Insurance                         | 15,349                     | 15,349                         |
| Property Insurance                      | 205,000                    | 400,000                        |
| Self-Insurance Services                 | 215,000                    | 451,500                        |
| Accounting Charges                      | 1,000                      | 1,000                          |
| Claims Administration                   | 24,000                     | 25,000                         |
| County Overhead                         | (4,733)                    | 21,496                         |
| Legal Services                          | 1,000,000                  | 1,085,000                      |
| Profession & Spec. Services             | 95,000                     | 112,000                        |
| Self Insured Property <b>Loss</b>       | 1,000                      | 1,000                          |
| Photo Supplies                          | 500                        | 500                            |
| Meals                                   | 500                        | 500                            |
| Mileage                                 | 500                        | 500                            |
| Subtotal                                | <u>1,720,187</u>           | <u>2,333,845</u>               |
| Claims Paid                             | <u>600,000</u>             | <u>700,000</u>                 |
| <b>TOTAL EXPENDITURES</b>               | <u>\$2,320,187</u>         | <u>\$3,033,845</u>             |
| <b>ENDING FUND BALANCE/LOSS RESERVE</b> | <u>2,755,658</u>           | <u>2,324,813</u>               |
| <b>TOTAL REQUIREMENTS</b>               | <u><u>\$5,075,845</u></u>  | <u><u>\$5,358,658</u></u>      |
| <b>BALANCE</b>                          | <u><u>\$0</u></u>          | <u><u>\$0</u></u>              |

The table below shows the actual departmental charges for 2001-02 and recommended charges for 2002-03 from the Liability and Property Fund based on a mix of exposure and departmental experience. Increased charges reflect actual experience and are intended to avoid utilizing reserves to meet necessary expenditures.

Charges to Customer Departments

| Charges To:                       | 2001-02            |                | 2002-03            |                |
|-----------------------------------|--------------------|----------------|--------------------|----------------|
|                                   | Actual             | % of Total     | Recommended        | % of Total     |
| Law Library                       | \$500              | 0.02%          | \$1,334            | 0.05%          |
| Public Works                      | \$1,152,500        | 46.09%         | \$1,160,523        | 46.42%         |
| Human Resources Agency            | 32,000             | 1.28%          | 33,393             | 1.34%          |
| Health Services Agency            | 77,750             | 3.11%          | 67,226             | 2.69%          |
| courts                            | 1,500              | 0.06%          | 13,048             | 0.52%          |
| Service Center                    | 4,250              | 0.17%          | 5,213              | 0.21%          |
| Risk Management                   | 9,500              | 0.38%          | 9,329              | 0.37%          |
| Information Services              | 38,750             | 1.55%          | 52,815             | 2.11%          |
| General Fund                      | 704,000            | 28.15%         | 714,985            | 28.60%         |
| Redevelopment                     | 15,500             | 0.62%          | 15,349             | 0.61%          |
| Parks, Open Space & Cultural Svcs | 69,250             | 2.77%          | 70,197             | 2.81%          |
| Library                           | 2,250              | 0.09%          | 2,228              | 0.09%          |
| Planning                          | 387,500            | 15.50%         | 349,303            | 13.97%         |
| Transportation                    | 3,000              | 0.12%          | 2,770              | 0.11%          |
| Duplicating                       | 2,250              | 0.09%          | 2,287              | 0.09%          |
| <b>Grand Total</b>                | <b>\$2,500,500</b> | <b>100.00%</b> | <b>\$2,500,000</b> | <b>100.00%</b> |

Reserves

The table which follows shows: the reserve amount for the fund for the period 1990 through 2002 (estimate) and the corresponding estimate (prepared annually by County Counsel) of the required reserve for known cases on December 31 of each year.

It should be noted the County, through its activities on behalf of the Pajaro Valley Storm Drain Maintenance District, and the Santa Cruz County Flood Control District, are co-defendants in multi-party litigation (*Arreola et al v County of Monterey et al*) arising from the flooding of the Pajaro River in 1995. The lower court has ruled in favor of the plaintiffs in the matter of liability including liability for inverse condemnation. At this time, damages of the two hundred and fifty plaintiffs have yet to be determined. The County's Liability and Property Insurance Fund pays the legal costs for the defense of these claims, and then, in accordance with established procedures, charges those costs back to the appropriate and responsible County funds over a period of years. The next step in this complex litigation involves an appellate court hearing. The parties deferred consideration of the damages phase until after the appellate decision. If a judgement for inverse condemnation damages granted by the lower court were ultimately sustained by the appellate courts, the judgment would be beyond the scope and financial resources of the County Liability and Property Insurance Fund. Therefore, under these circumstances, it would be necessary to consider alternative methods to pay any judgement in this litigation.

Liability Reserves and Required Reserve  
for the Period 1990 through 2002

| <b>Year</b>   | <b>Fund<br/>Balance/Loss<br/>Reserve Amount<br/>at 6/30</b> | <b>Required<br/>Reserve<br/>for Known<br/>Claims</b> |
|---------------|---|--|
| 1991          | 911,961   | 2,077,065  |
| 1992          | 1,056,259   | 2,674,850  |
| 1993          | 1,514,854   | 2,104,203  |
| 1994          | 1,931,046   | 1,658,836  |
| 1995          | 2,781,063   | 1,337,113  |
| 1996          | 2,608,268   | 2,992,717  |
| 1997          | 2,462,345   | 3,557,194  |
| 1998          | 2,755,658   | 3,008,804  |
| 1999          | 1,658,135   | 1,567,438  |
| 2000          | 2,224,834   | 1,544,384  |
| 2001          | 2,279,352   | 1,872,606  |
| 2002 estimate | 2,480,185   | TBD 12/02  |

Since 1996 the County has secured excess liability coverage from the CSAC-Excess Insurance Authority. For 2002-03 we are recommending the continuation of a CSAC-Excess Insurance Authority policy which provides excess liability coverage from \$500,000 to \$30 million dollars at a cost of approximately \$202,000.

Known Claims

The County experienced severe winter storms in 1995, 1996 and 1997, causing floods and landslides resulting in litigation. This activity has greatly increased the estimated reserve amount for known cases. The inventory of known claims as of December 31, 2001 by year filed is summarized in the table below.

Summary of Known Claims by Year Filed

| <b>Year Filed</b> | <b>Reserve Amount</b>      |
|-------------------|----------------------------|
| All other years   | \$ 229,625                 |
| 1999-00           | 596,838                    |
| 2000-01           | 293,990                    |
| 2001-02           | 124,233                    |
|                   | <hr/>                      |
| Total             | <u><u>\$ 1,244,686</u></u> |

**GENERAL FUND LIABILITY INSURANCE**  
**Dania Torres Wong, Personnel Director**  
Unit Number: 51/52/02

Fund: General  
Function: General Government  
Activity: Other

| <b>Financing Use<br/>Classification</b> | <b>Actual<br/>2000-01</b> | <b>Appropriated<br/>2001-02</b> | <b>Actual<br/>Estimated<br/>2001-02</b> | <b>Requested<br/>2002-03</b> | <b>Recommend<br/>2002-03</b> | <b>Change<br/>From 2001-<br/>02 Approp.</b> |
|---|---------------------------|---------------------------------|---|------------------------------|------------------------------|---|
| Services & Supplies                     | 503,400                   | 704,000                         | 704,000                                 | 714,985                      | 714,985                      | 10,985                                      |
| <b>TOTAL EXPEND</b>                     | \$ 503,400                | \$ 704,000                      | \$ 704,000                              | \$ 714,985                   | \$ 714,985                   | \$ 10,985                                   |
| Less: Revenue                           | \$ 0                      | \$ (281,705)                    | \$ 0                                    | \$ 0                         | \$ 0                         | \$ 281,705                                  |
| <b>NET COUNTY COST</b>                  | <u>\$ 503,400</u>         | <u>\$ 985,705</u>               | <u>\$ 704,000</u>                       | <u>\$ 714,985</u>            | <u>\$ 714,985</u>            | <u>\$ (270,720)</u>                         |

This budget contains the General Fund portion of the charges made to County department budgets for the County Liability and Property Insurance Program.

**WORKERS' COMPENSATION FUND**  
**Dania Torres Wong, Personnel Director**  
Unit Number: 51/53/00

Fund: 60-140  
Function: Insurance  
Title: Workers' Compensation

| Requirements              | Actual<br>2000-01  | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03   | Change<br>from 2001-<br>02 Approp. |
|---------------------------|--------------------|-------------------------|--------------------------------|----------------------|---------------------|------------------------------------|
| <b>Appropriations</b>     |                    |                         |                                |                      |                     |                                    |
| Services & Supplies       | \$2,790,861        | \$ 3,447,899            | \$ 3,874,934                   | \$ 4,311,478         | \$ 4,311,478        | \$ 863,579                         |
| Claims Paid               | 1,409,712          | 1,750,000               | 1,750,000                      | 2,000,000            | 2,000,000           | 250,000                            |
| Claims Reserve            | 2,266,237          | 2,379,836               | 0 2,125,846                    | 1,080,368            | 1,080,368           | (1,299,468)                        |
| Total                     | \$6,466,810        | \$ 7,577,735            | \$ 7,750,780                   | \$ 7,391,846         | \$ 7,391,846        | \$ (185,889)                       |
| Increase Reserve          | 0                  | 0                       | 0                              | 0                    | 0                   | 0                                  |
| <b>Total Requirements</b> | <b>\$6,466,810</b> | <b>\$ 7,577,735</b>     | <b>\$ 7,750,780</b>            | <b>\$ 7,391,846</b>  | <b>\$ 7,391,846</b> | <b>\$ (185,889)</b>                |
| <b>Available Funds</b>    |                    |                         |                                |                      |                     |                                    |
| Begin Fund Balance (CAFR) | \$1,099,838        | \$ 2,266,235            | \$ 2,266,235                   | \$ 2,125,846         | \$ 2,125,846        | \$ (140,389)                       |
| Department Charges        | 5,000,000          | 5,000,000               | 5,000,000                      | 5,000,000            | 5,000,000           | 0                                  |
| Revenues                  | 366,972            | 311,500                 | 484,545                        | 266,000              | 266,000             | (45,500)                           |
| <b>Total</b>              | <b>\$6,466,810</b> | <b>\$ 7,577,735</b>     | <b>\$ 7,750,780</b>            | <b>\$ 7,391,846</b>  | <b>\$ 7,391,846</b> | <b>\$ (185,889)</b>                |

The Workers' Compensation Fund provides for the cost of medical treatment, disability compensation and vocational rehabilitation for employees injured on the job. Additional amounts are necessary to pay costs of claims administration, legal fees, investigative services, and excess insurance within the County's self-insured retention level. Payments for work-related injuries are made in accordance with State-mandated Workers' Compensation laws.

This fund includes all costs for the County's Workers' Compensation program. Revenues are derived from charges to department budgets based on insurance standards for various occupational groups and departmental experience factors.

In order to control costs for the legal defense of workers' compensation cases, County Counsel has assumed a greater responsibility for legal defense. The following budget schedule indicates the County's expenditures and revenues for the Workers' Compensation Fund and the budgeted reserve for uncertainties. Administrative funds for this program are charged to this budget unit from Risk Administration, Index Code 515100. The recommended budget provides for:

- a loss reserve of \$1,080,368;
- increased costs as a result of recent legislative changes, providing greater benefits to injured workers. The increases will become effective January 1, 2003 with a 22.87% increase in weekly temporary disability benefits.

Budget Schedule

Workers' Compensation Fund

| <u>Item</u>                             | <u>2001-02<br/>Est/Act</u> | <u>2002-03<br/>Recommended</u> |
|---|----------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>           | \$2,266,235                | \$2,125,846                    |
| <b>Revenues</b>                         |                            |                                |
| Interest                                | 130,000                    | 150,000                        |
| State Mandated Cases                    | 0                          | 1,000                          |
| Department Charges                      | 5,000,000                  | 5,000,000                      |
| Member Contributions                    | 50,000                     | 50,000                         |
| Other Revenue                           | 15,000                     | 15,000                         |
| Rev Applic. To Prior Yr                 | 289,545                    | 50,000                         |
|   | <u>\$5,484,545</u>         | <u>\$5,266,000</u>             |
| <b>AVAILABLE FINANCING</b>              | <u><u>\$7,750,780</u></u>  | <u><u>\$7,391,846</u></u>      |
| <b>REQUIREMENTS</b>                     |                            |                                |
| <b>Expenditures</b>                     |                            |                                |
| Self-Insurance Services                 | \$ 235,000                 | \$ 493,500                     |
| Accounting Charges                      | 4,500                      | 4,500                          |
| Adjusting Services                      | 80,000                     | 80,000                         |
| Claims Administration                   | 300,000                    | 300,000                        |
| County Overhead                         | 188,399                    | 124,478                        |
| Excess Insurance                        | 127,035                    | 159,000                        |
| Legal Services                          | 125,000                    | 125,000                        |
| Medical Claims                          | 2,100,000                  | 2,300,000                      |
| Profession & Spec. Services             | 465,000                    | 475,000                        |
| Rehabilitation Services                 | 250,000                    | 250,000                        |
| <b>Sub-total</b>                        | <u>3,874,934</u>           | <u>4,311,478</u>               |
| Claims Paid                             | <u>1,750,000</u>           | <u>2,000,000</u>               |
| <b>Total Expenditures</b>               | <u>5,624,934</u>           | <u>6,311,478</u>               |
| <b>Ending Fund Balance/Loss Reserve</b> | <u>2,125,846</u>           | <u>1,080,368</u>               |
| <b>TOTAL REQUIREMENTS</b>               | <u><u>\$7,750,780</u></u>  | <u><u>\$7,391,846</u></u>      |
| <b>BALANCE</b>                          | <u><u>\$0</u></u>          | <u><u>\$0</u></u>              |

**UNEMPLOYMENT INSURANCE FUND**  
**Dania Torres Wong, Personnel Director**  
Unit Number: 51/54/00

Fund: 60-135  
Function: Insurance  
Title: Unemployment Insurance

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|------------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                    |
| Services & Supplies       | \$ 89,433         | \$ 61,663               | \$ 61,663                      | \$ 120,331           | \$ 120,331        | 58,668                             |
| Claims Payments           | 134,777           | 165,000                 | 155,000                        | 225,000              | 225,000           | 60,000                             |
| Claims Reserve            | 210,881           | 144,218                 | 156,218                        | 70,887               | 70,887            | (73,331)                           |
| <b>Total</b>              | <b>\$ 435,091</b> | <b>\$ 370,881</b>       | <b>\$ 372,881</b>              | <b>416,218</b>       | <b>416,218</b>    | <b>45,337</b>                      |
| Increase Reserve          |                   |                         |                                |                      |                   | 0                                  |
| <b>Total Requirements</b> | <b>\$ 435,091</b> | <b>\$ 370,881</b>       | <b>\$ 372,881</b>              | <b>416,218</b>       | <b>416,218</b>    | <b>45,337</b>                      |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                    |
| Begin Fund Balance (CAFR) | \$ 172,300        | \$ 210,881              | \$ 210,881                     | \$ 156,218           | \$ 156,218        | (54,663)                           |
| Department Charges        | 244,362           | 150,000                 | 150,000                        | 250,000              | 250,000           | 100,000                            |
| Revenues                  | 18,429            | 10,000                  | 12,000                         | 10,000               | 10,000            | 0                                  |
| <b>Total</b>              | <b>\$ 435,091</b> | <b>\$ 370,881</b>       | <b>\$ 372,881</b>              | <b>416,218</b>       | <b>416,218</b>    | <b>45,337</b>                      |

Unemployment Insurance - Index Code 515400

This budget provides for the County's self-insured unemployment insurance program funds for payment of current and prior claims, and reserves for future claims. The budget is financed by interest earnings on reserves, and charges to departments for anticipated claims.

The recommended budget provides for departmental charges in the amount of \$250,000 based on actual experience and anticipated increases due to recent legislative changes and a reserve balance of \$70,887.

Again, recent legislative changes have increased weekly Unemployment Insurance benefits by 43.5% which began January 1, 2002. The schedule which follows shows the operating detail for the fund.

Unemployment Insurance Fund  
Budget Schedule

| <u>item</u>                             | <u>2001-02<br/>Est/Act</u> | <u>2002-03<br/>Recommended</u> |
|---|----------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>           | \$210,881                  | \$156,218                      |
| <b>Revenues</b>                         |                            |                                |
| Interest                                | 12,000                     | 10,000                         |
| Department Charges                      | 150,000                    | 250,000                        |
| <b>Total Revenue</b>                    | <u>\$162,000</u>           | <u>\$260,000</u>               |
| <b>AVAILABLE FINANCING</b>              | <u>\$372,881</u>           | <u>\$416,218</u>               |
| <br><b>REQUIREMENTS</b>                 |                            |                                |
| <b>Expenditures</b>                     |                            |                                |
| Self-Insurance Services                 | \$50,000                   | \$105,000                      |
| Accounting                              | 1,000                      | 1,000                          |
| County Overhead                         | (1,837)                    | 1,831                          |
| Profession & Spec. Services             | <u>12,500</u>              | <u>12,500</u>                  |
| <b>Sub-total</b>                        | 61,663                     | 120,331                        |
| Claims Paid                             | <u>155,000</u>             | <u>225,000</u>                 |
| <b>Total Expenditures</b>               | <u>\$216,663</u>           | <u>\$345,331</u>               |
| <b>Ending fund Balance/Loss Reserve</b> | <u>156,218</u>             | <u>70,887</u>                  |
| <b>Total Requirements</b>               | <u>\$372,881</u>           | <u>\$416,218</u>               |
| <br><b>BALANCE</b>                      | <u><u>\$0</u></u>          | <u><u>\$0</u></u>              |

**RISK MANAGEMENT AND SELF INSURANCE**  
**Dania Torres Wong, Personnel Director**  
Unit Number: 51/51/00

Fund: 60-130  
Function: insurance  
Title: Risk Management

| Requirements           | Actual<br>2000-01  | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03   | Change<br>from 2001-<br>02 Approp. |
|------------------------|--------------------|-------------------------|--------------------------------|----------------------|---------------------|------------------------------------|
| <b>Appropriations</b>  |                    |                         |                                |                      |                     |                                    |
| Salaries & Benefits    | \$ 349,735         | \$ 395,072              | \$ 369,478                     | \$ 398,636           | 398,636             | \$ 3,564                           |
| Services & Supplies    | 385,001            | 645,343                 | 648,054                        | 325,349              | 325,349             | (319,994)                          |
| Reserve                | 594,278            | 60,384                  | 93,267                         | 431,289              | 431,289             | 370,905                            |
| Depreciation           | 5,919              | 3,443                   | 3,443                          | 3,443                | 3,443               | 0                                  |
| Fixed Assets           | 0                  | 0                       | 0                              | 0                    | 0                   | 0                                  |
| Intra-Fund Charges     | 0                  | 0                       | 0                              | 0                    | 0                   | 0                                  |
| <b>Total</b>           | <b>\$1,334,933</b> | <b>\$ 1,104,242</b>     | <b>\$ 1,114,242</b>            | <b>\$ 1,158,717</b>  | <b>\$ 1,158,717</b> | <b>\$ 54,475</b>                   |
| <b>Available Funds</b> |                    |                         |                                |                      |                     |                                    |
| Fund Balance Avail.    | 418,341            | 593,792                 | 593,792                        | 93,267               | 93,267              | (500,525)                          |
| Revenues               | 916,592            | 510,450                 | 520,450                        | 1,065,450            | 1,065,450           | 555,000                            |
| <b>Total</b>           | <b>\$1,334,933</b> | <b>\$ 1,104,242</b>     | <b>\$ 1,114,242</b>            | <b>\$ 1,158,717</b>  | <b>\$ 1,158,717</b> | <b>\$ 54,475</b>                   |

This fund provides for :

- the expenditures and revenues associated with the Risk Management Administrative Unit which manages the County's self insurance funds; and
- the staff for the Occupational Health Program, as well as the services and supplies associated with the County's Occupational Safety and Health Program.

Administrative Costs

The Risk Management staff is responsible for administering the County's liability, property, workers' compensation, unemployment insurance, safety and employee insurance programs. Activities include the identification and measurement of risks which are potential losses to the County and instituting loss control programs and procedures to eliminate, transfer or minimize risks.

Financing of Risk Management Administration  
Budget Schedule

| <u>Item</u>                   | <u>2001-02<br/>Est/Act</u> | <u>2002-03<br/>Recorn.</u> |
|-------------------------------|----------------------------|----------------------------|
| <b><u>EXPENDITURES</u></b>    |                            |                            |
| Salaries & Benefits           | 369,478                    | 398,636                    |
| Services & Supplies           | 648,054                    | 325,349                    |
| Depreciation                  | 3,443                      | 3,443                      |
| Fixed Assets                  | 0                          | 0                          |
| Reserve                       | \$93,267                   | \$431,289                  |
| <b>Total</b>                  | <b>\$1,114,242</b>         | <b>\$1,158,717</b>         |
| <b><u>FINANCING</u></b>       |                            |                            |
| Interest                      | \$20,000                   | \$15,000                   |
| Other Revenue                 | 450                        | 450                        |
| Liability Fund                | 215,000                    | 451,500                    |
| Workers Compensation Fund     | 235,000                    | 493,500                    |
| Unemployment Insurance Fund   | 50,000                     | 105,000                    |
| <b>Fund Balance Available</b> | <b>\$593,792</b>           | <b>\$93,267</b>            |
| <b>Total</b>                  | <b>\$1,114,242</b>         | <b>\$1,158,717</b>         |

The recommended budget provides for changes in expenditures associated primarily with the following:

- a negotiated salary and benefit changes.
- increased costs for necessary staff training.
- changes in overhead charges within the Personnel Department.

STAFFING

|                        | <b>Salary<br/>Range</b> | <b>2001-02<br/>Allowed</b> | <b>2002-03<br/>Request</b> | <b>2002-03<br/>Recomm.</b> | <b>Recornm.<br/>Change</b> |
|------------------------|-------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| Risk Manager           | UN                      | 1.00                       | 1.00                       | 1.00                       | 0.00                       |
| Sr/Assoc/Asst Pers Ana | IK/IF/IA                | 2.00                       | 2.00                       | 2.00                       | 0.00                       |
| Personnel Technician   | J4                      | 1.00                       | 1.00                       | 1.00                       | 0.00                       |
| Account Clerk II       | BB                      | 0.75                       | 0.75                       | 0.75                       | 0.00                       |
| Typist Clerk II        | J9                      | 1.00                       | 1.00                       | 1.00                       | 0.00                       |
| Total                  |                         | 5.75                       | 5.75                       | 5.75                       | 0.00                       |

**RISK MANAGEMENT AND SELF INSURANCE**  
**Dania Torres Wong, Personnel Director**  
Unit Number: 51/11/00

Fund: 60-118  
Function: Insurance  
Title: Dental Fund

| Requirements           | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03   | Change<br>from 2001-<br>02 Approp. |
|------------------------|---------------------|-------------------------|--------------------------------|----------------------|---------------------|------------------------------------|
| <b>Appropriations</b>  |                     |                         |                                |                      |                     |                                    |
| Salaries & Benefits    | \$ 0                | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                | \$ 0                               |
| Services & Supplies    | 1,489,361           | 1 2,256,695             | 2,253,735                      | 2,617,763            | 2,617,763           | 361,068                            |
| Reserve                | 428,936             | 297,864                 | 476,113                        | 464,762              | 464,762             | 166,898                            |
| Fixed Assets           | 0                   | 0                       | 0                              | 0                    | 0                   | 0                                  |
| Intra-Fund Charges     | 0                   | 0                       | 0                              | 0                    | 0                   | 0                                  |
| <b>Total</b>           | <b>\$ 1,918,297</b> | <b>\$ 2,554,559</b>     | <b>\$ 2,729,848</b>            | <b>\$ 3,082,525</b>  | <b>\$ 3,082,525</b> | <b>\$ 527,966</b>                  |
| <b>Available Funds</b> |                     |                         |                                |                      |                     |                                    |
| Begin Fund Balance     | 85,474              | \$ 610,595              | \$ 610,595                     | \$ 476,113           | \$ 476,113          | (134,482)                          |
| Revenues               | 1,832,823           | 1,943,964               | 2,119,253                      | 2,606,412            | 2,606,412           | 662,448                            |
| <b>Total</b>           | <b>\$ 1,918,297</b> | <b>\$ 2,554,559</b>     | <b>\$ 2,729,848</b>            | <b>\$ 3,082,525</b>  | <b>\$ 3,082,525</b> | <b>\$ 527,966</b>                  |

This fund provides for the costs of the County's self-insured employee dental plan. Costs for the dental plan are paid by County departments through charges to their salary and benefit budgets and by persons who have left County employment and purchase dental coverage as part of their COBRA benefits.

Dental Self-Insurance Program  
Budget Summary

| <u>Item</u>                          | <u>2001-02<br/>EstlAct</u> | <u>2002-03<br/>Recom.</u>  |
|--------------------------------------|----------------------------|----------------------------|
| <b><u>Fund Balance Available</u></b> | \$ 610,595                 | \$ 476,113                 |
| REVENUE                              |                            |                            |
| Interest                             | 28,136                     | 28,000                     |
| Cobra-Dental                         | 27,856                     | 28,424                     |
| Special Dist.-Dental                 | 145,702                    | 173,956                    |
| County Cont.-Dental                  | 1,917,559                  | 2,376,032                  |
| Other Revenue                        | <u>0</u>                   | <u>0</u>                   |
|                                      | \$2,119,253                | \$ 2,606,412               |
| Available Financing                  | \$2,729,848                | \$ 3,082,525               |
| EXPENDITURES                         |                            |                            |
| Accounting                           | \$ 4,000                   | \$ 4,000                   |
| County Overhead                      | 14,107                     | 17,598                     |
| DP Services                          | 17,575                     | 0                          |
| Claims Admin-Dental                  | 179,288                    | 207,686                    |
| Medical Claims                       | 1,000                      | 1,000                      |
| Dental Claims                        | 2,027,765                  | 2,377,479                  |
| Prof & Special Services              | <u>10,000</u>              | <u>10,000</u>              |
|                                      | \$2,253,735                | \$ 2,617,763               |
| RESERVE                              | <u>476,113</u>             | <u>464,762</u>             |
| Total Requirements                   | <u><u>\$2,729,848</u></u>  | <u><u>\$ 3,082,525</u></u> |
| Balance                              | <u><u>\$ 0</u></u>         | <u><u>\$ 0</u></u>         |

The Employee Insurance staff (described in the following budget index) administers the self-funded dental program as well as the insured health programs, retiree health, COBRA participants, special districts, vision, life, long-term disability and the employee assistance program.

**RISK MANAGEMENT AND SELF INSURANCE**  
**Dania Torres Wong, Personnel Director**  
Unit Number: 51/55/05

Fund: 60-116  
Function: Insurance  
Title: Employee Insurance Staffing

This Index provides for the expenditures and revenues associated with the Employee Insurance administrative unit which manages the County's employee insurances.

Financing of Employee Insurance Administration  
Budget Schedule

|                            | <u>2001-02</u><br><u>Est/Act</u> | <u>2002-03</u><br><u>Recom.</u> |
|----------------------------|----------------------------------|---------------------------------|
| <b><u>EXPENDITURES</u></b> |                                  |                                 |
| Salaries & Benefits        | \$277,195                        | \$292,853                       |
| Services & Supplies        | \$293,722                        | \$299,735                       |
| <b>Reserve</b>             | \$246,939                        | \$379,544                       |
| <b>Total</b>               | <u>\$817,856</u>                 | <u>\$972,132</u>                |
| <b><u>FINANCING</u></b>    |                                  |                                 |
| Fund Balance Available     | \$137,729                        | \$246,939                       |
| Interest                   | \$14,308                         | \$15,000                        |
| Other Revenue              | <u>\$665,819</u>                 | <u>\$710,193</u>                |
| <b>Total</b>               | <u>\$817,856</u>                 | <u>\$972,132</u>                |

The recommended budget provides for changes in expenditures associated primarily with the following:

- negotiated salary and benefit changes.
- increased costs for necessary staff training.
- changes in overhead charges within the Personnel Department.

Employee Insurance Staffing

Employee Insurance staff is responsible for administering the self-funded dental program and the various insured health programs, including retiree health, **COBRA** participants, special districts, vision, life, long-term disability and the Employee Assistance Program.

| Position              | Salary Codes | 2001-02 Allowed | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|-----------------------|--------------|-----------------|-----------------|-----------------|----------------|
| Sr/Assoc Pers Analyst | UJ           | 1.00            | 1.00            | 1.00            | 0.00           |
| Sr. Acct. Technician  | JL           | 1.00            | 1.00            | 1.00            | 0.00           |
| Personnel Technician  | J4           | 2.00            | 2.00            | 2.00            | 0.00           |
| Typist Clerk II       | J8           | 1.00            | 1.00            | 1.00            | 0.00           |
| <b>Total</b>          |              | <u>5.00</u>     | <u>5.00</u>     | <u>5.00</u>     | <u>0.00</u>    |



**PLANNING****Alvin D. James, Planning Director**

Unit Number: 54/00/00

Fund: General  
Function: Public Protection  
Activity: Other Protection

| Financing Use Classification | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits          | \$ 5,700,669        | \$ 7,216,263            | \$ 6,570,801                   | \$ 6,006,090         | \$ 6,006,090         | \$ (1,210,173)                     |
| Services & Supplies          | 2,395,319           | 2,689,522               | 2,362,625                      | 2,490,080            | 2,490,080            | (199,442)                          |
| Other Charges                | 8,000               | 2,001                   | 0                              | 0                    | 0                    | (2,001)                            |
| Fixed Assets                 | 30,066              | 120,075                 | 118,233                        | 0                    | 0                    | (120,075)                          |
| Intra-Fund Charges           | (49,188)            | (55,050)                | (45,591)                       | (6,266)              | (6,266)              | 48,784                             |
| <b>TOTAL EXPEND</b>          | <b>\$ 8,084,866</b> | <b>\$ 9,972,811</b>     | <b>\$ 9,006,068</b>            | <b>\$ 8,489,904</b>  | <b>\$ 8,489,904</b>  | <b>\$ (1,482,907)</b>              |
| Less: Revenue                | <b>\$ 5,008,342</b> | <b>\$ 5,446,916</b>     | <b>\$ 4,876,780</b>            | <b>\$ 4,827,393</b>  | <b>\$ 4,827,393</b>  | <b>\$ (619,523)</b>                |
| <b>NET COUNTY COST</b>       | <b>\$ 3,076,524</b> | <b>\$ 4,525,895</b>     | <b>\$ 4,129,288</b>            | <b>\$ 3,662,511</b>  | <b>\$ 3,662,511</b>  | <b>\$ (863,384)</b>                |
| Positions                    | 98.75               | 110.75                  | 110.75                         | 93.75                | 93.75                | (17.00)                            |

The Planning Department, through its offices in Santa Cruz, Felton, and Aptos, has the responsibility for providing comprehensive planning and permit processing services. The Department is responsible for developing, implementing and enforcing County land use ordinances and policies, administering environmental protection programs, processing and issuing building, zoning, and other development permits, carrying out long-range community development programs, addressing neglected properties and hazardous site/building programs. The Planning Department also provides staff support to the following Commissions: Planning Commission, Historic Resources Commission, Agricultural Policy Advisory Commission, Fish and Game Commission, Housing Advisory Commission, and Water Advisory Commission.

The Department provides administration for the Automated Land Use System (ALUS). The Department also oversees the following programs: Zone 4 and Flood Control District projects, Environmental Impact Reports, and Fish and Game programs.

Since 1991, the Planning Department has been responsible for administering the County Geographic Information System (GIS). The GIS program includes the Electronic Mapping Information System (EMIS), and provides a wide range of services to other County departments, other governmental agencies and the public as a whole. During the 2001-02, a study was conducted to determine the most appropriate placement of the GIS Program and it is recommended that GIS be transferred to the Information Services Department, effective July 1, 2002. This proposal will better address the potential for the GIS Program to provide for a broad range of services and increase revenue potential.

### Satellite Permit Centers

During 2001-02, both the Felton and Aptos Permit Centers have been open to the public on a full time basis. Services at both locations include: provision of general land use information, permit application/revision, intake, one-stop permit issuance, permit status reporting, over-the-counter permit issuance for qualifying application types, building and code compliance information and inspection services. The Felton Grove Elevation Project Coordinator, a program administered by the Emergency Services Office of the General Services Department, is also available at the Felton Office to assist project participants Monday through Thursday.

The Aptos Office is open for the full range of permit-services five afternoons per week and has experienced a steady increase in customers, resulting in the need to assign a second planner each afternoon to assist the public. The demand at the Felton Office is not as high; accordingly, although the office is open five days per week, the full range of permit-related services is only provided three afternoons. On the two afternoons when permit staff are not physically in Felton, they are available via telephone and can send permits electronically to Felton for issuance by the on-site staff.

The recommended budget provides for the continued operation of both the Felton and Aptos Permit Centers. However, with the staff reductions included in the proposed budget, maintaining the current service levels at all three locations (Felton, Aptos, and the Government Center) will present a significant management challenge in 2002-03. The staff that work at the Permit Centers in the afternoon also work at the Government Center in the mornings. The situation will be closely monitored during the next fiscal year and adjustments may be necessary if the Department is to continue to provide appropriate levels of service at its designated office locations.

### Departmental Operations

This past year, the Department continued to implement a series of changes to improve overall departmental operations and customer service delivery. These initiatives include:

- Geographic planning teams to address permit processing issues.
- Enhanced customer service and staff training programs.
- Improved efficiencies in code compliance and addressing backlogged cases.
- Establishing urban design services within the department.
- Improved telephone responsiveness.

Significant progress has been made in all of these areas; however, sustaining and expanding these efforts in the coming year will be a serious challenge in light of the proposed reductions.

In addition, planning staff convened regular meetings with outside land use professionals and members of the public who work closely with the Planning Department to hear issues and concerns with the department's permit processing systems and procedures, and level of public service. Staff from other County agencies in addition to Planning staff participated in these meetings. Through these efforts, staff has gained a better understanding of customer service needs, and key users of the Department have improved their understanding of departmental operations and service delivery systems. Staff will continue to convene these meetings during FY 2002-03.

The proposed budget includes several organizational initiatives that will provide for an improvement in a number of services:

- Code Compliance: The Abandoned Vehicle Program and a 1.0 FTE Planning Technician is proposed to be transferred to the Public Works Department. This will enable Code Compliance to focus on its core mission to address backlogged cases and new cases in a timely manner.
- GIS: Shifting the GIS Program to the Information Services Department will result in transferring 4.0 FTEs to ISD and deleting a 1.0 FTE limited term Department Information Systems Analyst responsible for the recent redistricting effort. This initiative will provide the County with an opportunity to more broadly utilize program services and collect increased revenues from the multiple users of the GIS system.
- Water resources and flood control: The proposed realignment of the Flood Control District with the Department of Public Works provides for the transfer of a Hydrologist and Resource Planner to Public Works to provide for a greater focus on flood related activities.

## 2002-03 RECOMMENDED BUDGET

While the recommended budget includes a variety of fee increases for a wide range of planning services, the budget anticipates reduced revenues for most permit categories due to a declining permit activities for both building permits and discretionary projects. In addition to shifting the GIS Program to ISD, the proposed budget also shifts flood-related water resources activities and the abandon vehicle Program to the Public Works Department. Due to the transfer of Planning activities to other departments, significant revenue decreases, and reduced general fund support due to the loss of Utility Tax revenue, the proposed budget includes substantial reductions in personnel, contract expenditures, and operating expenses.

The recommended budget for the Planning Department provides for a decrease in expenditures of \$1,482,907, a decrease in revenues of \$619,523, and an overall decrease in Net County Cost in the amount of \$863,384. The recommended budget reflects a reduction of 17.0 FTEs.

### Expenditures

- The recommended budget reflects a net decrease of \$1,210,173 in salaries and benefits resulting from the deletion of 17 positions, and elimination of all paid overtime and

temporary help funding. Appropriations provide for negotiated MOU requirements, COLAs, and differentials for the remaining staff.

- A net decrease of \$199,442 in services and supplies incorporates a \$398,377 increase in overhead, which is offset by significant reductions primarily resulting from the transfer out of the GIS Program to ISD, reductions in various services and supply accounts and, the elimination of numerous professional services contracts.
- The combined expenses associated with Cost Applied and Other Charges increase by \$46,783 primarily due to the transfer out of GIS.

#### Fixed Assets

- Due to the severe fiscal constraints facing the County, there are no funds appropriated in the proposed budget for fixed assets.

#### Revenue

- A net decrease in revenues of \$619,523 reflects the flattening of construction permit and discretionary permit revenues, a decrease in Planning Services due to the transfer of staff and the Flood Control District to the Department of Public Works and a loss of one time grant revenues. These decreases are partially offset by a new design review fee, a 7% increase for both building and flat fees.

#### CENTRAL MANAGEMENT

This section provides management support to the Department and includes the Director, Assistant Planning Director, Fiscal Officer, Administrative and Support Services staff.

The Support Services staff provides general support services to the Department. Services include: accounting support and systems development, personnel services, computer support, cashing, training, quality assurance review, customer service enhancements and fiscal services.

The recommended budget includes the deletion of an Assistant Planning Director and the Water Resources Manager. The Planning Department has already implemented certain organizational changes to address current management vacancies, and will make further changes following adoption of the 2002-03 budget.

Presently, the managers in charge of the Planning Sections of the Department-Development Review, Environmental Planning, and Advanced Planning-are reporting directly to the Planning Director. The Planning Director also oversees the quality assurance, training, fiscal and other central administrative functions. An Assistant Planning Director manages Code Compliance, Building, and Water Resources Sections. The Principal Planner in charge of Advanced Planning has assumed housing responsibilities on an interim basis.

Following adoption of the budget, the water resource planning functions will be transferred to Advanced Planning and the Department of Public Works. The Chief Building Official will report

directly to the Planning Director. The Assistant Planning Director will continue to provide management oversight to the Code Compliance function to ensure the continued implementation of the various initiatives previously approved by the Board. This position will also assume responsibility for coordination of staff training, quality assurance, and operational support to the Planning Director. The Fiscal Officer will manage fiscal operations and related personnel, and administrative functions. The recommended budget also includes \$50,000 for professional management evaluation and development services. Staff will work closely with the Personnel Department to implement associated management changes during 2002-03.

Several initiatives were also completed during 2001-02 that improved and expanded public access to Planning Department information and services via the Internet. In the area of technology improvement, the primary focus during 2001-02 involved a collaborative effort with ISD to plan for the vendor selection process associated with the previously authorized project to facilitate the migration of the Automated Land Use System (ALUS) from the mainframe to a personal computer environment. This project will help make the system more accessible and user friendly to other public agencies and the public at large. The proposed budget includes an additional \$169,000 in the Technology Fund for this initiative, which will initially focus on the construction and code compliance process. The Department is proposing to scale back plans to convert historical paper records to electronic images by not including the second year allocation in the amount of \$75,000 for outside vendor services in the budget and a request for a replacement scanner for next fiscal year is being deferred to a future budget.

#### CENTRAL MANAGEMENT STAFFING SUMMARY

| POSITION               | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2001-02 Request | 2002-03 Recomm | Recomm. Change |
|------------------------|--------------|-----------------|-----------------|---------------|-----------------|----------------|----------------|
| Planning Director      | S6           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00           |
| Asst Planning Director | SD           | 2.00            |                 | 2.00          | 1.00            | 1.00           | (1.00)         |
| Acting Tech            | K2           | 2.00            |                 | 2.00          | 2.00            | 2.00           | 0.00           |
| Clerical Supv II       | PD           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00           |
| Dept Info Sys Analyst  | XM           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00           |
| Executive Secretary    | BK           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00           |
| Fiscal Officer         | LG           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00           |
| Imaging Technician     | JK           | 1.00            |                 | 1.00          | 0.00            | 0.00           | (1.00)         |
| Planner I/IV           | TK/TH        | 1.00            |                 | 1.00          | 0.00            | 0.00           | (1.00)         |
| Records Clerk          | EN           | 2.00            |                 | 2.00          | 2.00            | 2.00           | 0.00           |
| Sr Acct Clerk          | FH           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00           |
| Sr Acct Tech           | JL           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00           |
| Sr Dept Admin Analyst  | LL           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00           |
| Typist Clerk 1/11      | J7/J8        | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00           |
| DEPARTMENTAL TOTAL     |              | 17.00           | 0.00            | 17.00         | 14.00           | 14.00          | (3.00)         |

The recommended budget reflects the deletion of a Planner IV devoted to training. However, funds have been included in the proposed budget to provide for a training differential to ensure the continuation of various training initiatives by an existing planner.

The proposed budget also includes the deletion of an Imaging Technician position. This will slow the conversion of planning documents to an electronic format.

### BUILDING DIVISION

The Building Section is managed by the Chief Building Official and includes the Building Counter, Structural Plan Check and Field Inspection functions. The plan check function includes review for compliance with accessibility regulations. As noted earlier, building permit activity has declined gradually relative to peak period levels experienced two years ago. The building permit application and permit issuance rates for the most recent three years are as follows:

|                              | 1999-00 | 2000-01 | 2001-02 (projected) |
|------------------------------|---------|---------|---------------------|
| Building Permit Applications | 3,829   | 3,850   | 3,361               |
| Building Permits Issued      | 4,320   | 4,137   | 3,874               |

Recent indicators suggest that the decline in permit activity has moderated in recent months and may be stabilizing. Permit activity levels next year are anticipated to remain consistent with this year's actual application and issuance rates.

### BUILDING DIVISION STAFFING SUMMARY

| POSITION                 | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2001-02 Request | 2002-03 Recomm | Recomm Change |
|--------------------------|--------------|-----------------|-----------------|---------------|-----------------|----------------|---------------|
| Asst/Assoc in Civil Eng. | NF/NH        | 2.00            |                 | 2.00          | 1.00            | 1.00           | (1.00)        |
| Bldg Counter Supv        | W9           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00          |
| Bldg Inspector I/II      | H2/H7        | 7.00            |                 | 7.00          | 7.00            | 7.00           | 0.00          |
| Bldg Permit Tech I/II    | 85/86        | 4.00            | (4.00)          | 0.00          | 0.00            | 0.00           | (4.00)        |
| Bldg Permit Tech/Senior  | 85/86        | 0.00            | 6.00            | 6.00          | 6.00            | 6.00           | 6.00          |
| Bldg Plans Checker       | GT           | 2.00            |                 | 2.00          | 2.00            | 2.00           | 0.00          |
| Chief Bldg Inspector     | D7           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00          |
| Planning Technician      | CK           | 2.00            |                 | 2.00          | 2.00            | 2.00           | 0.00          |
| Sr. Bldg. Inspector      | X6           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00          |
| Sr Bldg Tech             | WL           | 2.00            | (2.00)          | 0.00          | 0.00            | 0.00           | (2.00)        |
| Supv Bldg Inspector      | X8           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00          |
| Typist Clerk III         | J9           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00          |
| DEPARTMENTAL TOTAL       |              | 24.00           | 0.00            | 24.00         | 23.00           | 23.00          | (1.00)        |

Mid-year changes in this division included the re-classification of the Building Permit Technician series to create an expanded alternate classification for this class.

The vacant engineer position is being deleted, which was authorized two years ago in response to peak building permit activity demand and never filled. The demand for engineers in the private sector due to the construction boom occurring at the time, created a shortage of qualified candidates.

## CODE COMPLIANCE

The Code Compliance Section is directed by a Principal Planner and provides investigation of complaints of zoning, building and environmental violations. The Section also provides staff and administrative support for Neglected Property, Hazardous Building/Site Abatement Programs, and the Environmental Cleanup Revolving fund.

This past year, the Code Compliance Section has focused on implementing several policy and programmatic changes to improve case management efficiencies in response to direction from the Board of Supervisors. The primary program focus has been in favor of securing compliance agreements rather than the pursuit of civil penalties, resulting in improved program performances, albeit reduced revenues. Initial indications are that this policy shift has been a positive one and is resulting in increased cooperation, and more timely resolution of violations. Notably, there have been no appeals of the decisions of the Hearing Officer since the policy change was implemented.

Earlier this year, in an effort to improve administrative efficiencies, the Board of Supervisors shifted the responsibility for providing administrative support to the Hearing Officer from County Counsel to the Planning Department. A series of other administrative and policy changes are in the process of being implemented to further improve responsiveness and effectiveness. The Section's performance in meeting its performance objectives will continue to be measured and will be reported in the Department's quarterly reports.

The Abandoned Vehicle Abatement Program is proposed to be transferred to the Public Works Department, effective July 1, 2002. This initiative is part of a continued effort to streamline Code Compliance activities and allow for the Division to focus on its core mission which is to address building and zoning code violations.

## CODE COMPLIANCE STAFFING SUMMARY

| <b>POSITION</b>           | <b>Salary Range</b> | <b>2001-02 Allowed</b> | <b>Mid Year Change</b> | <b>2001-02 Total</b> | <b>2001-02 Request</b> | <b>2002-03 Recomm</b> | <b>Recomm. Change</b> |
|---------------------------|---------------------|------------------------|------------------------|----------------------|------------------------|-----------------------|-----------------------|
| Code Comp Inv I/II/III    | TWC8                | 5.00                   |                        | 5.00                 | 5.00                   | 5.00                  | 0.00                  |
| Code Comp Inv IV          | TH                  | 1.00                   |                        | 1.00                 | 1.00                   | 1.00                  | 0.00                  |
| Planning Technician       | CK                  | 2.00                   |                        | 2.00                 | 1.00                   | 1.00                  | (1.00)                |
| Principal Planner         | D7                  | 1.00                   |                        | 1.00                 | 1.00                   | 1.00                  | 0.00                  |
| Typist Clerk 1/II         | J7/J8               | 2.00                   |                        | 2.00                 | 1.00                   | 1.00                  | (1.00)                |
|                           |                     |                        |                        | 0.00                 |                        |                       | 0.00                  |
| <b>DEPARTMENTAL TOTAL</b> |                     | <b>11.00</b>           | <b>0.00</b>            | <b>11.00</b>         | <b>9.00</b>            | <b>9.00</b>           | <b>(2.00)</b>         |

The budget reflects a deletion of the 1.0 FTE Planning Technician, which will be transferred to Public Works, and the loss of a 1.0 FTE Typist Clerk, which will reduce the Divisions overall available clerical resources.

## GEOGRAPHIC INFORMATION SYSTEM

The GIS is a powerful mapping and analytic tool consisting of a seamless map of all Santa Cruz County parcels (approximately 94,800 parcels) and multiple other maps connected to various County data bases. Currently, the system has more than 100 layers of geographic information, including land use, resources and constraints and political and tax jurisdictions. The maps can be

linked to the Assessors property use and value data base, the ALUS data base and the census data base. These maps and data bases together constitute the GIS. Using this system, GIS staff provide a wide variety of analytical and mapping services for County agencies, other government agencies and the public. This Unit is playing an instrumental role in providing staff support and technical assistance to the redistricting process. Over the past four years, requests for GIS services from County agencies, other public agencies and the public at large have increased by about 200%. In the past year, over 13 County departments have utilized GIS services, and total requests for GIS services increased by 18%.

Given the potential application of GIS services to an increasingly wide range of activities for other County departments, other public agencies and the public at large, the proposed budget recommends the GIS Program be transferred to the ISD. This initiative will also facilitate enhanced revenue generating potential.

#### GIS STAFFING SUMMARY

| POSITION                       | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2001-02<br>Request | 2002-03<br>Recomm | Recomm.<br>Change |
|--------------------------------|-----------------|--------------------|--------------------|------------------|--------------------|-------------------|-------------------|
| Dept Info Sys GIS Analyst      | XM              | 2.00               |                    | 1.00             | 0.00               | 0.00              | (1.00)            |
| GIS Tech/Dept Info Sys Analyst | TT/XM           | 1.00               |                    | 1.00             | 0.00               | 0.00              | (1.00)            |
| Principal Planner              | D7              | 1.00               |                    | 1.00             | 0.00               | 0.00              | (1.00)            |
| Sr Dept Info Sys Analyst       | XT              | 1.00               |                    | 2.00             | 0.00               | 0.00              | (2.00)            |
| DEPARTMENTAL TOTAL             |                 | 5.00               | 0.00               | 5.00             | 0.00               | 0.00              | (5.00)            |

#### DEVELOPMENT REVIEW

The Development Review Section has two units - Project Review and the Zoning Counter- each of which are directed by a Principal Planner.

Project review staff is responsible for processing land division, commercial, coastal, residential, agricultural and other development permits; and includes the geographic team leaders and the Urban Design function. Project review staff makes presentations to the County Planning Commission, Agricultural Policy Advisory Commission, Zoning Administrator, and the Board of Supervisors. A member of this Section acts as the Zoning Administrator, who reports directly to the Planning Director. Zoning Counter staff has responsibility for the public information, application intake and the zoning plan check review functions. The zoning counter staff answer general zoning questions, provides pre-application information and accepts applications at 701 Ocean as well as at the Felton and Aptos Permit Centers.

Both the Development Review staff, and the staff in the Environmental Planning Section, are reviewing increasingly complex discretionary permit applications. Due to the increased complexity and the County's regulatory permitting requirements, these applications are requiring a greater investment in review time. Many applications have multiple reviews associated with a single application, e.g. a coastal permit and a variance, or a commercial project with a riparian exception. In addition, staff reviews building permit applications for consistency with previously approved

discretionary permit conditions and adopted mitigation measures, as does the environmental planning staff. Staff also review the majority of building permit applications for consistency with environmental protection regulations. Below is a snapshot of the discretionary application volume over the past three years, along with the associated reviews:

|                                       | 1999-00 | 2000-01 | 2001-02 (proj) |
|---------------------------------------|---------|---------|----------------|
| Discretionary Applications            | 553     | 493     | 415            |
| Associated Planning/Technical reviews | 2,733   | 2,297   | 2,464          |

#### DEVELOPMENT REVIEW STAFFING SUMMARY

| POSITION            | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2001-02 Request | 2002-03 Recomm | Recomm. Change |
|---------------------|--------------|-----------------|-----------------|---------------|-----------------|----------------|----------------|
| Planner I/IV        | TWTH         | 16.75           |                 | 16.75         | 16.75           | 16.75          | 0.00           |
| Planning Technician | CK           | 3.00            |                 | 3.00          | 2.00            | 2.00           | (1.00)         |
| Principal Planner   | D7           | 2.00            |                 | 2.00          | 2.00            | 2.00           | 0.00           |
| Typist Clerk I/II   | J7/J8        | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00           |
| Typist Clerk III    | J9           | 2.00            |                 | 2.00          | 2.00            | 2.00           | 0.00           |
| Urban Designer      | YK           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00           |
| DEPARTMENTAL TOTAL  |              | 25.75           | 0.00            | 25.75         | 24.75           | 24.75          | (1.00)         |

The deletion of a Planning Technician position will reduce the overall staff capacity for the public information functions, including the counter, permit centers, and phone support. However, remaining staff will be able to cover the most critical functions.

#### ENVIRONMENTAL PLANNING

A Principal Planner directs the Environmental Planning Section. This Section has responsibility for administration of environmental protection ordinances governing geology, riparian protection, sensitive habitats, significant trees, mining operations, grading and erosion control and related permits and approvals. Environmental Planning staff also administers California Environmental Quality Act (CEQA) requirements, including preparation and processing of Negative Declarations and Environmental Impact Reports. The budget reflects the continuation of the position added last year to provide permit and planning assistance to the Department of Public Works.

#### ENVIRONMENTAL PLANNING STAFFING SUMMARY

| POSITION                                       | Salary Range | 2001-02 Allowed | Mid Year Change | 2000-01 Total | 2001-02 Request | 2002-03 Recomm | Recomm. Change |
|--|--------------|-----------------|-----------------|---------------|-----------------|----------------|----------------|
| Asst. in Civil Eng/Assoc. Civil Eng/Civil Eng. | NB/NH/<br>NM | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00           |
| Planner I/IV                                   | TWTH         | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00           |
| Planning Technician                            | CK           | 1.00            |                 | 1.00          | 1.00            | 1.00           | 0.00           |

|                       |       |       |        |       |       |       |        |
|-----------------------|-------|-------|--------|-------|-------|-------|--------|
| Principal Planner     | D7    | 1.00  |        | 1.00  | 1.00  | 1.00  | 0.00   |
| Reg Geologist         | MV    | 1.00  |        | 1.00  | 1.00  | 1.00  | 0.00   |
| Resource Planner I/IV | TWTH  | 7.00  |        | 7.00  | 7.00  | 7.00  | 0.00   |
| Sr. Civil Engineer    | NK    | 1.00  |        | 1.00  | 1.00  | 1.00  | 0.00   |
| Typist Clerk 1/11     | J7/J8 | 1.00  | (1.00) | 0.00  | 0.00  | 0.00  | (1.00) |
| Typist Clerk III      | J9    | 0.00  | 1.00   | 1.00  | 1.00  | 1.00  | 1.00   |
| DEPARTMENTAL TOTAL    |       | 14.00 | 0.00   | 14.00 | 15.00 | 15.00 | 1.00   |

### ADVANCED PLANNING

A Principal Planner directs the Advanced Planning Section. This Section has responsibility for the General Plan (including the Housing Element) and community plans, land use ordinance revisions, coastal planning, historic resources, demographics, and special studies. Over the past year, the Advanced Planning staff completed numerous policy projects including preparation of a wireless communications ordinance; amendments to allow second units on Commercial-Agriculture (CA) zoned land; completion of the Seacliff Village Plan; work on private road standards; amendments to the mobile home regulations to restrict the height of mobile homes; revisions to the housing ordinance (Chapter 17.10); amendments to the uses allowed in neighborhood commercial zones; Highway 9 General Plan/Zoning Consistency Project; Right to Farm ordinance; preparation of a Planned Unit Development ordinance; continuing work on the Corralitos Valley Community Plan; Reasonable Accommodations ordinance; a variety of issues associated with the Affordable Housing Action strategy, and an assortment of other activities. Staff also provides support to the Housing Advisory Commission and the Historic Resources Commission.

A primary emphasis in 2002-03 will be to complete the update of the County's Housing Element, and to complete other pending work program items. Work on the General Plan update will be deferred. The proposed budget provides for the transfer of the Housing Program Manager to the Advanced Planning Section. The costs for this position are offset by RDA revenues as they are incurred.

The Advanced Planning Division will also assume responsibility for administration of the Zone 4 Special District, staff support to the Fish and Game Commission, and oversight of the Fish and Game Fund. This transfer of responsibility is discussed in the Water Resources Section below. Zone 4 and the Fish and Game Fund are discussed separately under Other Programs.

### ADVANCED PLANNING STAFFING SUMMARY

| POSITION              | Salary Range | 2000-01 Allowed | Mid Year Change | 2000-01 Total | 2001-02 Request | 2002-03 Recornm | Recomm. Change |
|-----------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Housing Prgm. Mgr     | D7           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00           |
| Planner I/IV          | TK/TH        | 4.00            |                 | 4.00          | 4.00            | 4.00            | 0.00           |
| Planning Technician   | CK           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00           |
| Principal Planner     | D7           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00           |
| Resource Planner I/IV | TWTH         | 0.00            |                 | 0.00          | 2.00            | 2.00            | 2.00           |
| Typist Clerk 1/11     | J7/J8        | 1.00            |                 | 1.00          | 0.00            | 0.00            | (1.00)         |
| DEPARTMENTAL TOTAL    |              | 8.00            | 0.00            | 8.00          | 9.00            | 9.00            | 1.00           |

In addition to these reductions, appropriations for professional services have been substantially reduced in the Proposed Budget. Funds for a contractor to assist with the Housing Element update, preparation of a Habitat Conservation Plan, and the third phase of the historic resources update, are not being recommended this year.

## WATER RESOURCES

The Water Resources Management Section was established in 1999-00. Two general fund positions were authorized at that time, a Water Resources Manager, and a Resources Planner, to complement the staff working on various water and related resource issues funded by two Special Districts- Zone 4 and the Flood Control District.

This Section has undertaken a program of water resources management on a countywide basis, and provides interdepartmental coordination of the water resources management functions of various County departments as well as coordination and liaison with the managers and elected officials of the many water agencies in Santa Cruz County. Program activity includes support for the Water Advisory Commission and Fish and Game Commission, as well as the Santa Margarita Groundwater Basin Advisory Committee, the Interagency Water Resources Working Group and the FishNet4C project. The Program also supports expanding County erosion control programs and developing strategies related to fisheries protection and enhancement, conducting timber harvest reviews and carrying out the other responsibilities of the Zone 4 and Flood Control Special Districts, and the Fish and Game program, discussed below.

## WATER RESOURCES STAFFING SUMMARY

| <b>POSITION</b>            | <b>Salary Range</b> | <b>2000-01 Allowed</b> | <b>Mid Year Change</b> | <b>2000-01 Total</b> | <b>2001-02 Request</b> | <b>2002-03 Recomm</b> | <b>Recomm. Change</b> |
|----------------------------|---------------------|------------------------|------------------------|----------------------|------------------------|-----------------------|-----------------------|
| Hydrologist                | VI                  | 1.00                   |                        | 1.00                 | 0.00                   | 0.00                  | (1.00)                |
| Resource Planner I/IV      | TWTH                | 4.00                   |                        | 4.00                 | 0.00                   | 0.00                  | (4.00)                |
| Water Res. Program Manager | D7                  | 1.00                   |                        | 1.00                 | 0.00                   | 0.00                  | (1.00)                |
| <b>DEPARTMENTAL TOTAL</b>  |                     | <b>6.00</b>            | <b>0.00</b>            | <b>6.00</b>          | <b>0.00</b>            | <b>0.00</b>           | <b>(6.00)</b>         |

The two general fund supported positions, the Water Resources Manager and a Resource Planner I-IV, are being deleted. The Hydrologist and a Resource Planner, along with administrative responsibility for the Flood Control District budget Special Districts, are being transferred to Public Works. Two Resource Planner positions, and the Zone 4 Special District budget, are being transferred to Advanced Planning.

Water supply planning and coordination, water conservation, and administration of the ALERT flood monitoring system are appropriate functions for Public Works. Responsibility for staff support to the Water Advisory Commission will be shifted as well.

Habitat restoration and enhancement projects, Fish Net 4 C activities, erosion control, and timber harvest review are appropriate activities to remain in Planning. Responsibility for staff support to the Fish and Game Commission will also remain in Planning.

## PLANNING DEPARTMENT STAFFING SUMMARY

| POSITION                                       | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2000-01<br>Total | 2001-02<br>Request | 2002-03<br>Recomm | Recomm.<br>Change |
|--|-----------------|--------------------|--------------------|------------------|--------------------|-------------------|-------------------|
| Planning Director                              | S6              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Asst Planning Director                         | SD              | 2.00               |                    | 2.00             | 1.00               | 1.00              | (1.00)            |
| Accting Tech                                   | K2              | 2.00               |                    | 2.00             | 2.00               | 2.00              | 0.00              |
| Asst. in Civil Eng/Assoc. Civil Eng/Civil Eng. | NB/NH/NM        | 3.00               |                    | 3.00             | 2.00               | 2.00              | (1.00)            |
| Bldg Counter Supv                              | W9              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Bldg Inspector I/II                            | H2/H7           | 7.00               |                    | 7.00             | 6.00               | 6.00              | (1.00)            |
| Bldg Inspector I/II - (1)                      | H2/H7           | 0.00               |                    | 0.00             | 1.00               | 1.00              | 1.00              |
| Bldg Permit Tech I/II                          | 85/86           | 4.00               | (4.00)             | 0.00             | 0.00               | 0.00              | (4.00)            |
| Bldg Permit Tech/Senior                        | 85/86 WL        | 0.00               | 6.00               | 6.00             | 6.00               | 6.00              | 6.00              |
| Bldg Plans Checker                             | GT              | 2.00               |                    | 2.00             | 2.00               | 2.00              | 0.00              |
| Chief Bldg Inspector                           | D7              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Clerical Supv II                               | PD              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Code Comp Inv I/II/III                         | TK/C8           | 5.00               |                    | 5.00             | 5.00               | 5.00              | 0.00              |
| Code Comp Inv IV                               | TH              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Dept Info Sys GIS Analyst -LT                  | XM              | 1.00               |                    | 1.00             | 0.00               | 0.00              | (1.00)            |
| Dept Info Sys GIS Analyst                      | XM              | 0.00               |                    | 0.00             | 0.00               | 0.00              | 0.00              |
| Dept Info Sys Analyst                          | XM              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Executive Secretary                            | BK              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Fiscal Officer                                 | LG              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| GIS Tech/Dept Info Sys Analyst                 | TT/XM           | 1.00               |                    | 1.00             | 0.00               | 0.00              | (1.00)            |
| Hsg Prgrm Manager                              | D7              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Hydrologist                                    | VI              | 1.00               |                    | 1.00             | 0.00               | 0.00              | (1.00)            |
| Imaging Technician                             | JK              | 1.00               |                    | 1.00             | 0.00               | 0.00              | (1.00)            |
| Planner I/IV                                   | TK/TH           | 22.75              |                    | 22.75            | 20.75              | 20.75             | (2.00)            |
| Planner I/IV - (1)                             | TK/TH           | 0.00               |                    | 0.00             | 1.00               | 1.00              | 1.00              |
| Planning Technician                            | CK              | 9.00               |                    | 9.00             | 7.00               | 7.00              | (2.00)            |
| Principal Planner                              | D7              | 6.00               |                    | 6.00             | 5.00               | 5.00              | (1.00)            |
| Records Clerk                                  | EN              | 2.00               |                    | 2.00             | 2.00               | 2.00              | 0.00              |
| Reg Geologist                                  | MV              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Resource Planner I/IV                          | TWTH            | 11.00              |                    | 11.00            | 8.00               | 8.00              | (3.00)            |
| Resource Planner I/IV - (1)                    | TK/TH           | 0.00               |                    | 0.00             | 1.00               | 1.00              | 1.00              |
| Sr Acct Clerk                                  | FH              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Sr Acct Tech                                   | JL              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Sr. Bldg. Inspector                            | X6              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Sr Bldg Tech                                   | WL              | 2.00               | (2.00)             | 0.00             | 0.00               | 0.00              | (2.00)            |
| Sr. Civil Engineer                             | NK              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Sr Dept Admin Analyst                          | LL              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Sr Dept Info Sys Analyst                       | XT              | 2.00               |                    | 2.00             | 0.00               | 0.00              | (2.00)            |
| Supv Bldg Inspector                            | X8              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Typist Clerk I/II                              | J7/J8           | 6.00               | (1.00)             | 5.00             | 3.00               | 3.00              | (3.00)            |
| Typist Clerk III                               | J9              | 3.00               | 1.00               | 4.00             | 4.00               | 4.00              | 1.00              |
| Urban Designer                                 | YK              | 1.00               |                    | 1.00             | 1.00               | 1.00              | 0.00              |
| Water Res Program Manager                      | D7              | 1.00               |                    | 1.00             | 0.00               | 0.00              | (1.00)            |
| DEPARTMENTAL TOTAL                             |                 | 110.75             | 0.00               | 110.75           | 93.75              | 93.75             | (17.00)           |

NOTES: 1) Positions to be filled if workload generates corresponding revenue .

## OTHER PROGRAMS

In addition to the indexes already discussed, the Planning Department is responsible for administering Environmental Impact Reports (Trust Fund 72502), Zone 4 of the Flood Control District (Index 135461), the General Flood Control and Water Conservation District (Index 135462), and the Fish and Game Fund (Index 135420).

## ENVIRONMENTAL IMPACT REPORTS - Trust Fund 72502

The Environmental Impact Report function is a trust fund where deposits and expenses are managed over time to reflect actual costs and charges. When the Board of Supervisors approves a contract for an environmental report, transactions are made which keep the applicant's deposit separate from General Fund monies and functions.

**SANTA CRUZ COUNTY FLOOD CONTROL  
AND  
WATER CONSERVATION DISTRICT - ZONE 4**  
Alvin D. James, Planning Director  
Index Number: 135461

Fund: Special District  
Function: Public Protection

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recomm.<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|--------------------|------------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                    |                                    |
| Services & Supplies       | \$ 265,709        | \$ 622,838              | \$ 517,557                     | \$ 694,786           | \$ 694,786         | \$ 71,948                          |
| Other Charges             | 4,851             | 5,054                   | 4,736                          | 5,054                | 5,054              | 0                                  |
| Fixed Assets              | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                  |
| Approp. for Cont.         | 0                 | 109,723                 | 0                              | 83,743               | 83,743             | (25,980)                           |
| <b>Total</b>              | <b>\$ 270,560</b> | <b>0 737,615</b>        | <b>0 522,293</b>               | <b>0 783,583</b>     | <b>0 783,583</b>   | <b>45,968</b>                      |
| Increase Reserve          | 0                 | 104,680                 | 0                              | 0                    | 0                  | (104,680)                          |
| <b>Total Requirements</b> | <b>\$ 270,560</b> | <b>842,295</b>          | <b>522,293</b>                 | <b>783,583</b>       | <b>\$ 783,583</b>  | <b>(58,712)</b>                    |
| <b>Available Funds</b>    |                   |                         |                                |                      |                    |                                    |
| Fund Balance Avail.       | \$ 197,685        | \$ 348,418              | \$ 348,418                     | \$ 180,646           | \$ 180,646         | (167,772)                          |
| Cancel Reserve            | 0                 | 0                       | 0                              | 104,680              | 104,680            | 104,680                            |
| Property Taxes            | 394,499           | 402,059                 | 413,323                        | 434,484              | 434,484            | 32,425                             |
| Revenues                  | 26,793            | 91,818                  | 45,878                         | 63,773               | 63,773             | (28,045)                           |
| <b>Total</b>              | <b>\$ 618,977</b> | <b>842,295</b>          | <b>807,619</b>                 | <b>783,583</b>       | <b>\$ 783,583</b>  | <b>(58,712)</b>                    |

Zone 4 is a County-wide Zone established to preserve and enhance the County's watershed resources. Included in these resources are ground and surface water, water supply, and fish and wildlife. Services also include the review of timber harvest plans, participation in the development of forest regulatory proposals, and the administration of stream enhancement projects. The proposed budget includes funds to support the Logjam Removal Program in the Department of Public Works. \$30,000 is included in the Zone 4 budget to assist in the evaluation of issues surrounding a proposal for a conjunctive use project in the lower San Lorenzo River watershed. This item matches a contribution in the FC&WCD budget. The proposed Zone 4 budget also includes \$32,000 for department policy work associated with the Implementation Plan for the FishNet 4C Goals for County Policies, Planning and Management Practices and \$20,000 towards fishery assessments throughout the County. Given staff vacancies, the proposed budget again includes a re-budget of \$25,000 to complete the King's Creek culvert replacement project. The budget also includes a re-budgeting of the balance of funds available through two grants; one for updating the County Stream Care Guide (\$17,485) and the other to replace a fallen bridge on Branciforte Creek (\$33,488). Funding of \$4,000 is included again for annual maintenance of previously completed fish ladder and fishery enhancement structures.

**SANTA CRUZ COUNTY FISH AND GAME FUND**  
**Alvin D. James, Planning Director**  
Unit Number: 13/54/20

Fund: Custodial Funds/Planning  
Function: Public Protection  
Activity: Other Protection

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recomm.<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|--------------------|------------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                    |                                    |
| Services & Supplies       | \$ 1,878          | 1,041                   | 841                            | 1,622                | \$ 1,622           | 581                                |
| Other Charges             | 23,393            | 18,200                  | 18,200                         | 120,000              | 120,000            | 101,800                            |
| Fixed Assets              | 1,803             | 2,800                   | 2,800                          | 0                    | 0                  | (2,800)                            |
| Approp. for Cont.         | 0                 | 7,548                   | 0                              | 7,518                | 7,518              | (30)                               |
| <b>Total</b>              | <b>\$ 27,074</b>  | <b>29,589</b>           | <b>21,841</b>                  | <b>129,140</b>       | <b>\$ 129,140</b>  | <b>99,551</b>                      |
| Increase Reserve          | 0                 | 4,240                   | 0                              | 0                    | 0                  | (4,240)                            |
| <b>Total Requirements</b> | <b>\$ 27,074</b>  | <b>33,829</b>           | <b>21,841</b>                  | <b>129,140</b>       | <b>\$ 129,140</b>  | <b>95,311</b>                      |
| <b>Available Funds</b>    |                   |                         |                                |                      |                    |                                    |
| Fund Balance Avail.       | \$ 37,779         | 28,329                  | 28,329                         | 8,548                | 8,548              | (-19781)                           |
| Cancel Reserve            | 23,587            | 0                       | 0                              | 11,092               | 11,092             | 11,092                             |
| Revenues                  | 5,500             | 5,500                   | 6,300                          | 109,500              | 109,500            | 104,000                            |
| <b>Total</b>              | <b>\$ 32,866</b>  | <b>33,829</b>           | <b>34,629</b>                  | <b>129,140</b>       | <b>129,140</b>     | <b>95,311</b>                      |

Index No. 135420 is financed by the Fish and Game Fund and was established pursuant to Section 13100 of the State Fish and Game Code. The Fund provides for expenditures used for the protection and propagation of fish and game. This fund is completely supported by available fund balance and from fines levied and collected by the Court on fish and game violations. The fine revenues are restricted revenues and can only be used for fish and game purposes. The 2002-03 budget includes \$100,000 for a settlement concerning a water quality violation. The settlement stipulates that 90% of the settlement proceeds be expended on remedial environmental projects to repair or enhance fishery habitat and 10% on educational projects. The Fish and Game Commission will periodically recommend projects from the settlement funds for approval by the Board of Supervisors.

**FLOOD CONTROL AND WATER CONSERVATION DISTRICT - GENERAL**

This program will be transferred to the Public Works Department and appears in the Public Works section of the proposed budget.



**PLANT ACQUISITION****Index Code: 190000**

Fund: General/Capital Projects  
 Function: General Government  
 Activity: Plant Acquisition

| Financing Use<br>Classification | Actual<br>2000-01    | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|----------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Other Charges                   | 13,169,954           | 7,255,650               | 7,255,650                      | 1,000,000            | 1,000,000            | (6,255,650)                        |
| <b>TOTAL EXPEND</b>             | \$ 13,169,954        | \$ 7,255,650            | \$ 7,255,650                   | \$ 1,000,000         | \$ 1,000,000         | \$ (6,255,650)                     |
| Less: Revenue                   | \$ 0                 | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                 | \$ 0                               |
| <b>NET COUNTY COST</b>          | <u>\$ 13,169,954</u> | <u>\$ 7,255,650</u>     | <u>\$ 7,255,650</u>            | <u>\$ 1,000,000</u>  | <u>\$ 1,000,000</u>  | <u>\$ (6,255,650)</u>              |

**PHYSICAL PLANT PROJECTS - INDEX CODE 190000**

This budget provides for the general fund contribution to the Capital Projects Fund 40 which includes the appropriations and project revenues for all Plant Acquisition projects. Due to the County's fiscal constraints resulting from the repeal of the County's utility tax, the number of facility related projects recommended for 2002-03 has been significantly reduced. Certain critical maintenance and health and safety projects are recommended to be financed from prior year funds that are reallocated to higher priority projects or are financed from categorical or departmental revenues. This provides the required funding for the recommended projects within available financing and results in no new Net County Cost for facility related plant acquisition projects.

The budget also includes the County's General Fund contribution to the Department of Public Work's Pavement Management Program in the amount of **\$1,000,000** which is the single component of the 2002-03 Net County Cost for the Plant Acquisition Budget.

The Capital Projects Fund 40 includes only those facility projects with an estimated cost in excess of **\$25,000**. Facility projects with an estimated cost of less than **\$25,000** are budgeted within departmental budgets with corresponding revenues or within the General Services Department building maintenance budget in Index 333100. All other prior year projects and corresponding revenues remain in the Capital Projects Fund until completion.

In order to provide for the centralized management of all facility building and maintenance projects, the detailed project listing included on the following pages includes projects budgeted within the Capital Projects Fund and General Services Maintenance Budget.

**2002-03 RECOMMENDED BUDGET**

The Recommended Budget includes projects that address health and safety related repairs, energy conservation, and road repair. The program, which is significantly reduced from the prior year's, includes the following:

- A third year allocation from the County General Fund for the Department of Public Work's Pavement Management Program in the amount of **\$1** million. These funds will augment the **\$5** million included in the 2001-02 budget and the **\$7** million included in the 2000-01 budget to finance the sealcoat and overlay program currently underway.

- Replacement of the fire alarm systems at the various detention facilities and other safety related maintenance projects to be financed through the Criminal Justice Facility Construction Funds and General Service Maintenance Funds.
- Critical maintenance and safety repairs at the County Government Center and Main County Courthouse including an upgrade of the electrical transmitters in the basement of the Government Center to be financed from prior year plant projects; necessary sidewalk and stair repairs to remove pedestrian hazards, and energy and water conservation projects to be financed from General Service Maintenance Funds; and security improvements in the Main Courthouse to be financed by the Superior Court.
- Necessary repairs to the elevator at the County Health Clinic at 1080 Emeline financed through the Health Services Budget, and replacement of the roof at 1430 Freedom which houses the County pharmacy, probation and personnel functions.

**All** prior year plant projects were reviewed to identify savings and to assess project priority. Funding for certain projects that have not been initiated during the current year are recommended to be reallocated to higher priority projects for 2002-03. These include: a study for the relocation of the General Services Department, signage upgrades, County Government Center window washing which is provided through the General Service Maintenance Budget, a portion of HVAC evaluation funds which are reallocated to repair of the Cogeneration plant at the Main Jail, and funds previously approved for a Sheriff Work Release remodel reallocated to inmate shower repairs and intercom installation.

Several projects are still underway that were financed in prior years, including energy efficiency and disabled access projects at various County facilities, parking and security needs at the County Government Center, funding for the replacement of the modular court facilities in downtown Watsonville, completion of a new mental health unit and bathroom upgrades at Juvenile Hall, and various projects at park sites.

**PLANT ACQUISITION - INDEX 190000**  
**GSD MAINTENANCE - INDEX 3331001333300**

| GSD MAINTENANCE - INDEX 3331001333300                     |             |                 | INDEX 190000        | INDEX 333100       | INDEX 333300 |               |
|---|-------------|-----------------|---------------------|--------------------|--------------|---------------|
| 2002-03 BUDGET REQUESTS/<br>RECOMMENDATION                |             |                 | PLANT ACQ.<br>RECOM | GSD MAINT<br>RECOM |              |               |
| FACILITY/PROJECT  | REQ<br>DEPT | REQ/EST<br>COST | OVER<br>25,000      | UNDER<br>25,000    | RECOM<br>REV | REV<br>SOURCE |
| <b><u>191050- GOVERNMENT CENTEWCOURTS BUILDING</u></b>    |             |                 |                     |                    |              |               |
| Back steps and landing repair                             | GSD         | 10,680          |                     | 10,680             |              | GF            |
| Transmitter room electrical and grounding repair          | GSD         | 200,000         | Prior year funds    |                    |              | GF            |
| Repair of Water Street sidewalk                           | GSD         | 17,000          |                     | 17,000             |              | GF            |
| Security upgrade - Courthouse                             | SHF/CTS     | 40,000          | 40,000              |                    | 40,000       | Courts        |
|   |             | 267,680         | 40,000              | 27,680             | 40,000       |               |
| <b><u>191067- ENERGY RETROFIT</u></b>                     |             |                 |                     |                    |              |               |
| Refrigeration unit repair - energy conservation           | GSD         | 26,842          | Prior year funds    |                    |              |               |
| Plumbing modifications - water conservation               | GSD         | 25,000          | Prior year funds    |                    |              |               |
|   |             | 51,842          | 0                   | 0                  | 0            |               |
| <b><u>191020- 1080 EMELINE - /BUILDING D)</u></b>         |             |                 |                     |                    |              |               |
| Upgrade elevators   | HSA         | 200,000         | 200,000             |                    | 200,000      | HSA           |
| Exhaust system repairs                                    | GSD         | 13,200          |                     | 13,200             |              |               |
|   |             | 213,200         | 200,000             | 13,200             | 200,000      |               |
| <b><u>191030- 640 CAPITOLA ROAD</u></b>                   |             |                 |                     |                    |              |               |
| Engineering for replacement of HVAC system                | SHF         | 9,000           |                     | 9,000              |              | GF            |
|   |             | 9,000           | 0                   | 9,000              | 0            |               |
| <b><u>191120- WATER STREET JAIL</u></b>                   |             |                 |                     |                    |              |               |
| Replace fire alarm system                                 | GSD         | 253,228         | 253,228             |                    | 253,228      | CJCF          |
| Plumbing upgrades - Phase I                               | GSD         | 21,200          |                     | 21,200             |              | GF            |
| Repair of Cogen Plant                                     | GSD         | 118,021         | Prior year funds    |                    |              | GF            |
| Shower remodel -housing unit P                            | SHF         | 125,000         | 24,000              | and pr yr funds    | 24,000       | CJCF/GF       |
| Install intercoms - West housing units L, M, N, and O     | SHF         | 102,155         | Prior year funds    |                    |              | GF            |
| Kitchen Expansion (Design underway)                       | SHF         | TBD             |                     |                    |              |               |
|   |             | 619,604         | 277,228             | 21,200             | 277,228      |               |
| <b><u>191110- MEDIUM SECURITY DETENTION FACILITY</u></b>  |             |                 |                     |                    |              |               |
| Replacement of tire alarm control panel                   | SHF         | 11,920          |                     | 11,920             |              | GF            |
| Building drainage survey                                  | GSD         | 5,000           |                     | 5,000              |              | GF            |
|   |             | 16,920          | 0                   | 16,920             | 0            |               |
| <b><u>191144- ROUNTREE LANE DETENTION FACILITY</u></b>    |             |                 |                     |                    |              |               |
| Replace heating system circulation pump                   | GSD         | 4,500           |                     | 4,500              |              | GF            |
| Plumbing design upgrade - inmate shower and restroom area | SHF         | 15,000          |                     | 15,000             |              | GF            |
| Fire alarm system upgrade engineering                     | GSD         | 24,500          |                     | 24,500             |              | GF            |
|   |             | 44,000          | 0                   | 44,000             | 0            |               |
| <b><u>191075- FREEDOM COMPLEX</u></b>                     |             |                 |                     |                    |              |               |
| Re-roof of 1430 Freedom-pharmacy/Personnel/Probation      | GSD         | 235,100         | Prior year funds    |                    |              | GF            |
|   |             | 235,100         | 0                   | 0                  | 0            |               |
| <b><u>191900- DPW PAVEMENT MGT PROGRAM</u></b>            |             |                 |                     |                    |              |               |
| Road Overlay and Sealcoat Program                         | DPW         | 1,000,000       | 1,000,000           |                    |              | GF            |
| <b><u>SUM TOTAL OF ALL PROJECTS/REVENUES</u></b>          |             | 2,457,346       | 1,517,228           | 132,000            | 517,228      |               |
| Revenues to GSD Maintenance                               |             |                 |                     | 0                  |              |               |
| Revenues to Plant Acq. - Fund 40                          |             |                 | (517,228)           |                    |              |               |
| <b>NET COUNTY COST - GSD MAINT.</b>                       |             |                 |                     | 132,000            |              |               |
| <b>NET COUNTY COST - PLANT ACQ.</b>                       |             |                 | 1,000,000           |                    |              |               |

**COUNTY OF SANTA CRUZ  
CAPITAL PROJECTS FUND 40-100  
EXPENDITURE REQUIREMENTS BY PROJECT  
2002-2003 PROPOSED BUDGET**

| PROJECT<br>Parks<br>GSD           | PROJECT DESCRIPTION         | 2001-02 Allow     | 200102    |                   |          | 200203           |               | 2002-03     | 2002-03          | 200203           |
|-----------------------------------|-----------------------------|-------------------|-----------|-------------------|----------|------------------|---------------|-------------|------------------|------------------|
|                                   |                             | Budgeted Exp      | Estimated | Actual            | (Memo)   | RebudgetedApprop |               | Rebudgeted  | New BOS          | Total            |
|                                   |                             | Including         | Exp       | itures            | Year End | without Enc      |               | Approp      | Approp           | Exp.             |
|                                   |                             | Rollled PY Enc    | 6100      | 6610              | Encumb   | 6100             | 6610          | with Encumb |                  | Required         |
| <b>FUND 40-100</b>                | <b>REGULAR CAP PROJ:</b>    |                   |           |                   |          |                  |               |             |                  |                  |
| 191010                            | 1020 EMELINE                | 111,464           |           | 111,464           |          |                  | 0             |             |                  | 0                |
| 191011                            | 1030 EMELINE CHILDCARE FAC  | 45,000            |           | 46,000            |          |                  | 0             |             |                  | 0                |
| 191012                            | 1040 EMELINE                | 369,628           |           | 369,628           |          |                  | 0             |             |                  | 0                |
| 191015                            | 106011070 EMELINE           | 1,701             |           | 0                 |          | 1,701            | 0             |             |                  | 1,701            |
| 191020                            | 1080 EMEUNE                 | 2,808,684         |           | 2,795,680         |          | 12,904           | 0             |             | 200,000          | 212,904          |
| 191022                            | 111011200 EMELINE           | 0                 |           | 0                 |          |                  | 0             |             |                  | 0                |
| 191023                            | 1400 EMELINE                | 208,880           |           | 208,880           |          |                  | 0             |             |                  | 0                |
| 191030                            | 540 CAPITOLA                | 14,469            |           | 0                 |          | 14,469           | 0             |             |                  | 14,469           |
| 191033                            | BEN LOMOND TOWN PROMENADE   | 0                 |           | 0                 |          |                  | 0             |             |                  | 0                |
| 191036                            | BLAINE STREET DETENTION     | 4,732             |           | 0                 |          | 4,732            | 0             |             |                  | 4,732            |
| 191041                            | BONNY DOON BEACH ACCESS     | 0                 |           | 0                 |          |                  | 0             |             |                  | 0                |
| 191045                            | CO COURT BLDG               | 18,000            |           | 18,000            |          |                  | 0             |             |                  | 0                |
| 191060                            | CO OFFICE BLDG              | 3,009,118         |           | 2,609,990         |          | 399,128          | 0             |             | 240,000          | 639,128          |
| 191066                            | COURT-WATSONVILLE           | 220,720           |           | 220,662           |          | 68               | 0             |             |                  | 68               |
| 191060                            | 1000 EMEUNE ST              | 266,370           |           | 234,143           |          | 32,227           | 0             |             |                  | 32,227           |
| 191066 *P                         | EMELINE ST COMPLEX          | 336,106           |           | 332,964           |          | 2,161            | 0             |             |                  | 2,161            |
| 191067                            | ENERGY RETROFIT             | 132,338           |           | 98,496            |          |                  | 33,842        |             | 18,000           | 61,842           |
| 191070 P                          | FELTON COMM DESIGN          | 1,763             |           | 1,763             |          |                  | 0             |             |                  | 0                |
| 191076                            | FREEDOM HRA                 | 6,016             |           | 0                 |          | 6,016            | 0             |             | 235,100          | 241,116          |
| 191076                            | WATSON HSA CLINIC           | 298,380           |           | 296,260           |          | 3,120            | 0             |             |                  | 3,120            |
| 191078 P                          | GREYHOUND ROCK              | 43,141            |           | 43,141            |          |                  | 0             |             |                  | 0                |
| 191080                            | HANDICAP ACCESS             | 276,626           |           | 276,626           |          |                  | 0             |             |                  | 0                |
| 191085                            | HOMELESS PERSONS HLTH       | 0                 |           | 0                 |          |                  | 0             |             |                  | 0                |
| 191090 P                          | HILANDS PARK                | 182,601           |           | 182,601           |          |                  | 0             |             |                  | 0                |
| 191100                            | JUVENILE HALL               | 1,224,038         |           | 1,224,038         |          |                  | 0             |             |                  | 0                |
| 191108                            | LAW LIBRARY                 | 0                 |           | 0                 |          |                  | 0             |             |                  | 0                |
| 191110                            | WED SECURITY                | 6,679             |           | 0                 |          | 6,679            | 0             |             |                  | 5,579            |
| 191116 P                          | MESA VILLAGE PARK           | 25,000            |           | 26,000            |          |                  | 0             |             |                  | 0                |
| 191117 P                          | MORAN LAKE PARK             | 46,796            |           | 46,796            |          |                  | 0             |             |                  | 0                |
| 191120                            | WATER STREET JAIL           | 1,030,809         |           | 814,693           |          | 201,006          | 16,111        |             | 698,404          | 814,620          |
| 191126                            | NEW JAIL                    | 172               |           | 0                 |          | 172              | 0             |             |                  | 172              |
| 191130                            | NORTH COAST                 | 6,841             |           | 6,841             |          |                  | 0             |             |                  | 0                |
| 191136                            | SHERIFFSO. CNTY SVC CTR     | 40,000            |           | 40,000            |          |                  | 0             |             |                  | 0                |
| 191138 P                          | PINTO LAKE PARK             | 84,867            |           | 64,867            |          |                  | 0             |             |                  | 0                |
| 191140                            | PROBATION                   | 0                 |           | 0                 |          |                  | 0             |             |                  | 0                |
| 191142                            | REDWOODS' BUILDING          | 33,410            |           | 33,410            |          |                  | 0             |             |                  | 0                |
| 191143 P                          | QUAIL HOLLOW RANCH          | 17,192            |           | 17,192            |          |                  | 0             |             |                  | 0                |
| 191144                            | ROUNDTREE LANE FACILITY     | 210,000           |           | 209,397           |          | 603              | 0             |             |                  | 603              |
| 191145                            | REHABJAIL FARM              | 105,598           |           | 49,969            |          | 66,629           | 0             |             |                  | 65,629           |
| 191146 P                          | SCOTTCREEK                  | 221,996           |           | 221,996           |          |                  | 0             |             |                  | 0                |
| 191147                            | SUMMER COASTACCESS          | 0                 |           | 0                 |          |                  | 0             |             |                  | 0                |
| 191149 *P                         | WATSVET BUILDING            | 246,179           |           | 246,179           |          |                  | 0             |             |                  | 0                |
| 191150 *P                         | VET BLDG                    | 268,286           |           | 268,286           |          |                  | 0             |             |                  | 0                |
| 191151 P                          | VAR PARKS PARKING LOTS      | 60,000            |           | 60,000            |          |                  | 0             |             |                  | 0                |
| 191162 P                          | PARKS, OPEN SPACE           | 263,876           |           | 263,876           |          |                  | 0             |             |                  | 0                |
| 191163 P                          | VAR ADA PARK RESTRM UPGRDS  | 99,448            |           | 99,448            |          |                  | 0             |             |                  | 0                |
| 191155                            | 1082 EMELINE WAREHOUSE      | 65,000            |           | 66,000            |          |                  | 0             |             |                  | 0                |
| 191200 P                          | AG PROJ -MUSEUM             | 0                 |           | 0                 |          |                  | 0             |             |                  | 0                |
| 191210                            | COMM. INFRASTRUCTURE        | 31,904            |           | 30,244            |          | 1,660            | 0             |             |                  | 1,660            |
| 191240                            | MAR VISTA SCHOOL REC        | 66,000            |           | 66,000            |          |                  | 0             |             |                  | 0                |
| 191260                            | SHERIFFSO. C N N SVC CTR    | 120,000           |           | 120,000           |          |                  | 0             |             |                  | 0                |
| 191800                            | 200 MAIN ST LEASED COURTRMS | 3,800,000         |           | 3,800,000         |          |                  | 0             |             |                  | 0                |
| 191900                            | OPW PAVEMENT MGT PROJ       | 11,027,666        |           | 11,027,666        |          |                  | 0             |             | 1,000,001        | 1,000,000        |
| <b>REG CAPITAL PROJECTS TOTAL</b> |                             | <b>27,420,961</b> |           | <b>26,530,844</b> |          | <b>741,1641</b>  | <b>48,963</b> |             | <b>2,291,501</b> | <b>3,081,621</b> |

**CAPITAL PROJECTS FUND 40-100  
BUDGET SUMMARY  
2002-2003 PROPOSED BUDGET**

|                                     |                             | Available Financing |                  |                  | Financing Requirements        |
|-------------------------------------|-----------------------------|---------------------|------------------|------------------|-------------------------------|
|                                     |                             | Estimated           | 2002-03          | 200203           | 200203                        |
| PROJECT                             | PROJECT                     | Balance             | Estimated        | Total            | Total                         |
| *=Parks                             | DESCRIPTION                 | Available           | Additional       | Available        | Financing                     |
| &GSD                                |                             | 06/30/02            | Sources          | Financing        | Requirements (Appropriations) |
| <b>UND 40-100 REGULAR CAP PROJ:</b> |                             |                     |                  |                  |                               |
| 91010                               | 1020 EMELINE                | 0                   |                  | 0                | 0                             |
| 91011                               | 1030 EMELINE CHILDCARE FAC  | 0                   |                  | 0                | 0                             |
| 91012                               | 1040 EMELINE                | 0                   |                  | 0                | 0                             |
| 91015                               | 1060/1070 EMELINE           | 1,701               |                  | 1,701            | 1,701                         |
| 91020                               | 1080 EMELINE                | 12,904              | 200,000          | 212,904          | 212,904                       |
| 91022                               | 1110/1200 EMELINE           | 0                   |                  | 0                | 0                             |
| 91023                               | 1400 EMELINE                | 0                   |                  | 0                | 0                             |
| 91030                               | 640 CAPITOLA                | 14,469              |                  | 14,469           | 14,469                        |
| 91033                               | BEN LOYOND TOWN PROMENADE   | 0                   |                  | 0                | 0                             |
| 91035                               | BLAINE STREET DETENTION     | 4,732               |                  | 4,732            | 4,732                         |
| 91041                               | BONNY DOON BEACH ACCESS     | 0                   |                  | 0                | 0                             |
| 91045                               | CO COURT BLDG               | 0                   |                  | 0                | 0                             |
| 91050                               | CO OFFICE BLDG              | 399,128             | 240,000          | 639,128          | 639,128                       |
| 91055                               | COURT-WATSONVILLE           | 68                  |                  | 68               | 68                            |
| 91060                               | 1000 EMELINE ST             | 32,227              |                  | 32,227           | 32,227                        |
| 91065 *P                            | EMELINE ST COMPLEX          | 2,151               |                  | 2,151            | 2,151                         |
| 91067                               | ENERGY RETROFIT             | 33,842              | 18,000           | 51,842           | 51,842                        |
| 191070 P                            | FELTON COMM DESIGN          | 0                   |                  | 0                | 0                             |
| 191075                              | FREEDOM HRA                 | 6,016               | 235,100          | 241,116          | 241,116                       |
| 191076                              | WATSON HSA CLINIC           | 3,120               |                  | 3,120            | 3,120                         |
| 191078 P                            | GREYHOUND ROCK              | 0                   |                  | 0                | 0                             |
| 191080                              | HANDICAP ACCESS             | 0                   |                  | 0                | 0                             |
| 191085                              | HOMELESS PERSONS HLTH       | 0                   |                  | 0                | 0                             |
| 191090 P                            | HILANDS PARK                | 0                   |                  | 0                | 0                             |
| 191100                              | JUVENILE HALL               | 0                   |                  | 0                | 0                             |
| 191108                              | LAW LIBRARY                 | 0                   |                  | 0                | 0                             |
| 191110                              | MED SECURITY                | 6,579               |                  | 5,579            | 5,579                         |
| 191115 P                            | MESA VILLAGE PARK           | 0                   |                  | 0                | 0                             |
| 191117 P                            | MORAN LAKE PARK             | 0                   |                  | 0                | 0                             |
| 191120                              | WATER STREET JAIL           | 216,116             | 598,404          | 814,520          | 814,520                       |
| 191125                              | NEW JAIL                    | 172                 |                  | 172              | 172                           |
| 191130                              | NORTH COAST                 | 0                   |                  | 0                | 0                             |
| 191136                              | SHERIFFSO. CNTY SVC CTR     | 0                   |                  | 0                | 0                             |
| 191138 P                            | PINTO LAKE PARK             | 0                   |                  | 0                | 0                             |
| 191140                              | PROBATION                   | 0                   |                  | 0                | 0                             |
| 191142                              | REDWOODS' BUILDING          | 0                   |                  | 0                | 0                             |
| 191143 P                            | QUAIL HOLLOW RANCH          | 0                   |                  | 0                | 0                             |
| 191144                              | ROUNDTREE LANE FACILITY     | 603                 |                  | 603              | 603                           |
| 191145                              | REHAB-JAIL FARM             | 55,629              |                  | 55,629           | 55,629                        |
| 191146 P                            | SCOTT CREEK                 | 0                   |                  | 0                | 0                             |
| 191147                              | SUMMER COAST ACCESS         | 0                   |                  | 0                | 0                             |
| 191149 *P                           | WATS VET BUILDING           | 0                   |                  | 0                | 0                             |
| 191150 *P                           | VET BLDG                    | 0                   |                  | 0                | 0                             |
| 191151 P                            | VAR PARKS PARKING LOTS      | 0                   |                  | 0                | 0                             |
| 191152 P                            | PARKS, OPEN SPACE           | 0                   |                  | 0                | 0                             |
| 191153 P                            | VAR ADA PARK RESTRM UPGRDS  | 0                   |                  | 0                | 0                             |
| 191155                              | 1082 EMELINE WAREHOUSE      | 0                   |                  | 0                | 0                             |
| 191200 P                            | AG PROJ - MUSEUM            | 0                   |                  | 0                | 0                             |
| 191210                              | COMY. INFRASTRUCTURE        | 1,660               |                  | 1,660            | 1,660                         |
| 191240                              | MAR VISTA SCHOOL REC        | 0                   |                  | 0                | 0                             |
| 191250                              | SHERIFFSO. CNTY SVC CTR     | 0                   |                  | 0                | 0                             |
| 191800                              | 200 MAIN ST LEASED COURTRMS | 0                   |                  | 0                | 0                             |
| 191900                              | DPW PAVEMENT MGT.PROJ       | 0                   | 1,000,001        | 1,000,000        | 1,000,000                     |
| <b>REG CAPITAL PROJECTS TOTAL</b>   |                             | <b>790,1171</b>     | <b>2,291,501</b> | <b>3,081,621</b> | <b>3,081,621</b>              |

COUNTY OF SANTA CRUZ  
CAPITAL PROJECTS FUND 40-100  
REVENUE SOURCES BY PROJECT  
2002-2003 PROPOSED BUDGET

| PROJECT                       | PROJECT DESCRIPTION         | 2001-02<br>Allow<br>Budgeted<br>Revenues | 2001-02<br>Estimated<br>Actual<br>Revenues | 2002-03<br>Rebudgeted<br>Estimated<br>Revenues | 2002-03 Ne |         | Est Revenue Sources |       |           | Total  |
|-------------------------------|-----------------------------|--|--|--|------------|---------|---------------------|-------|-----------|--|
|                               |                             |  |  |  | W383       | #2367   | #2463               | #2522 | 2002-03   | Estimated<br>Financing<br>Sources-<br>Revenues |
|                               |                             |  |  |  | Crth       | Contrib | Oper Trf/fnd 40     | Certs | New Est   |  |
|                               |                             |  |  |  | W382       | r Other | 12462               |       | Revenue   |  |
| GSD                           |                             |  |  |  | Crim       | Funds   | Oper Trf In         |       | Sources   |  |
| FUND 40-100 REGULAR CAP PROJ: |                             |  |  |  |            |         |                     |       |           |  |
| 191010                        | 1020 EMELINE                | 111,454                                  | 111,454                                    |  |            |         |                     |       | 0         | 0  |
| 191011                        | 1030 EMELINE CHILDCARE FAC  | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191012                        | 1040 EMELINE                | 369,528                                  | 369,528                                    |  |            |         |                     |       | 0         | 0  |
| 191015                        | 1060/1070 EMELINE           | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191020                        | 1080 EMELINE                | 850,689                                  | 850,689                                    |  |            | 200,000 |                     |       | 200,000   | 200,000  |
| 191022                        | 1110/1200 EMELINE           | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191023                        | 1400 EMELINE                | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191030                        | 640 CAPITOLA                | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191033                        | BEN LOMOND TOWN PROMENADE   | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191035                        | BLAINE STREET DETENTION     | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191041                        | BONNY DOON BEACH ACCESS     | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191045                        | CO COURT BLDG               | 17,694                                   | 17,694                                     |  |            |         |                     |       | 0         | 0  |
| 191050                        | CO OFFICE BLDG              | 924,200                                  | 924,200                                    |  |            | 40,000  | 200,000             |       | 240,000   | 240,000  |
| 191055                        | COURT-WATSONVILLE           | 7,720                                    | 7,720                                      |  |            |         |                     |       | 0         | 0  |
| 191060                        | 1000 EMELINE ST             | 184,899                                  | 184,899                                    |  |            |         |                     |       | 0         | 0  |
| 191065 *P                     | EMELINE ST COMPLEX          | 262,507                                  | 262,507                                    |  |            |         |                     |       | 0         | 0  |
| 191067                        | ENERGY RETROFIT             | 52,260                                   | 52,260                                     |  |            | 18,000  |                     |       | 18,000    | 18,000   |
| 191070 P                      | FELTON COMM DESIGN          | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191075                        | FREEDOM HRA                 | 0  | 0  |  |            |         | 235,100             |       | 235,100   | 235,100  |
| 191076                        | WATSON HSA CLINIC           | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191078 P                      | GREYHOUND ROCK              | 43,141                                   | 43,141                                     |  |            |         |                     |       | 0         | 0  |
| 191080                        | HANDICAP ACCESS             | 62,509                                   | 62,509                                     |  |            |         |                     |       | 0         | 0  |
| 191085                        | HOMELESS PERSONS HLTH       | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191090 P                      | HILANDS PARK                | 150,000                                  | 160,000                                    |  |            |         |                     |       | 0         | 0  |
| 191100                        | JUVENILE HALL               | 536,450                                  | 536,450                                    |  |            |         |                     |       | 0         | 0  |
| 191108                        | LAW LIBRARY                 | 15,000                                   | 15,000                                     |  |            |         |                     |       | 0         | 0  |
| 191110                        | MED SECURITY                | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191115 P                      | MESA VILLAGE PARK           | 25,000                                   | 25,000                                     |  |            |         |                     |       | 0         | 0  |
| 191117 P                      | MORAN LAKE PARK             | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191120                        | WATER STREET JAIL           | 624,344                                  | 609,233                                    | 15.11  | 277,22     |         | 306,065             |       | 583,293   | 598,404  |
| 191125                        | NEW JAIL                    | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191130                        | NORTH COAST                 | 5,841                                    | 5,841                                      |  |            |         |                     |       | 0         | 0  |
| 191136                        | SHERIFFSO. CNTY SVC CTR     | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191138 P                      | PINTO LAKE PARK             | 15,000                                   | 15,000                                     |  |            |         |                     |       | 0         | 0  |
| 191140                        | PROBATION                   | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191142                        | REDWOODS' BUILDING          | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191143 P                      | QUAIL HOLLOW RANCH          | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191144                        | ROUNDTREE LANE FACILITY     | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191145                        | REHABJAIL FARM              | 50,714                                   | 50,714                                     |  |            |         |                     |       | 0         | 0  |
| 191146 P                      | SCOTTCREEK                  | 187,056                                  | 187,056                                    |  |            |         |                     |       | 0         | 0  |
| 191147                        | SUMMER COAST ACCESS         | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191149 *P                     | WATS VET BUILDING           | 150,000                                  | 150,000                                    |  |            |         |                     |       | 0         | 0  |
| 191150 *P                     | VET BLDG                    | 150,000                                  | 150,000                                    |  |            |         |                     |       | 0         | 0  |
| 191151 P                      | VAR PARKS PARKING LOTS      | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191152 P                      | PARKS, OPEN SPACE           | 85,000                                   | 85,000                                     |  |            |         |                     |       | 0         | 0  |
| 191153 P                      | VAR ADA PARK RESTRM UPGRD!  | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191155                        | 1082 EMELINE WAREHOUSE      | 65,000                                   | 65,000                                     |  |            |         |                     |       | 0         | 0  |
| 191200 P                      | AG PROJ. MUSEUM             | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191210                        | COMM. INFRASTRUCTURE        | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191240                        | MAR VISTA SCHOOL REC        | 65,000                                   | 65,000                                     |  |            |         |                     |       | 0         | 0  |
| 191250                        | SHERIFFSO. CNTY SVC CTR     | 0  | 0  |  |            |         |                     |       | 0         | 0  |
| 191800                        | 200 MAIN ST LEASED COURTRMS | 1,800,000                                | 1,800,000                                  |  |            |         |                     |       | 0         | 0  |
| 191900                        | DPW PAVEMENT MGT.PROJ       | 5,000,000                                | 5,000,000                                  |  |            |         | 1,000,000           |       | 1,000,000 | 1,000,000                                      |
| REG CAPITAL PROJECTS TOTAL    |                             | 11,811,006                               | 11,795,895                                 | 15.11  | 277,22     | 258,001 | 1,741,165           | 0     | 2,276,393 | 2,291,504                                      |

Certs Share from 1996 bondissue: 1,800,000

**PLANT ACQUISITION/TECHNOLOGY AND  
PRODUCTIVITY FUND**  
Unit Number: 19/00/00

Fund: General  
Function: General Government  
Activity: Accumulated Capital Outlay Fund

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Contingencies                   | 0                 | 2,696,328               | 0                              | 2,479,179            | 2,479,179            | (217,149)                          |
| <b>TOTAL EXPEND</b>             | <b>\$ 0</b>       | <b>\$ 2,696,328</b>     | <b>\$ 0</b>                    | <b>\$ 2,479,179</b>  | <b>\$ 2,479,179</b>  | <b>\$ (217,149)</b>                |
| Less: Revenue                   | <b>\$ 0</b>       | <b>\$ 0</b>             | <b>\$ 0</b>                    | <b>\$ 0</b>          | <b>\$ 0</b>          | <b>0</b>                           |
| <b>NET COUNTY COST</b>          | <b>\$ 0</b>       | <b>\$ 2,696,328</b>     | <b>\$ 0</b>                    | <b>\$ 2,479,179</b>  | <b>\$ 2,479,179</b>  | <b>\$ (217,149)</b>                |

The Technology and Productivity Fund is an Accumulated Capital Outlay Budget which was initiated by the Board of Supervisors in 1999-2000 as a vehicle for financing important technology and productivity improvement projects whose planning and implementation may span a number of years. The fund is financed with an annual contribution from the County General Fund. The annual contributions are accumulated in the fund and then transferred to operating departments for expenditure following the final approval of a specific project and expenditure plan by the Board of Supervisors.

**2002-03 RECOMMENDED BUDGET**

The recommended budget provides for:

- (1) a re-allocation of savings in the amount of \$424,000 produced by favorable bids on the Government Center cabling project to the Planning, the Auditor-Controller and POSCS accounts for needed projects;
- (2) the addition of \$226,475 to the Sheriffs account; and
- (3) re-budgeting the remaining balances in the fund.

The new projects are discussed below and are followed by a summary of the current Status of the Technology Improvement Fund.

■ **New Projects Funded From the Reallocation of Existina Balances (\$424,000)**

- Miaration of the Automated Land Use Svstem (ALUS) from the mainframe to a Personal Computer/Server environment

A total of \$381,000 has been previously associated with the project to increase the utility of the ALUS system and make the system more accessible and user friendly to other public agencies and the public at large. The Planning Department and the Information Services Department have been working on developing a Request for Proposals for an off the shelf client/server solution to address the many shortcomings of the mainframe system. Such a system will facilitate the automated exchange of data with other land use systems, including the GIS systems, and among the various agencies which participate in project review. The improvements which will be achieved are fully supported

by the Information Services Policy Committee. The revised estimate of costs require an additional \$169,000 appropriation.

- Replacement of the Parks, Open Space and Cultural Services recreation software

Since 1992, the Parks and Recreation Department has used DOS-based software for registration and reservations. The current system is no longer supported by the original vendor, and it is beginning to fail. The Department has identified vendor-supplied recreation software which includes program registration, facility reservations, and information management, and provides membership and swim pass sales and program registration and payment options to customers over the Internet. The system also accommodates payments by credit card. The Information Services Policy Committee has recommended the new system at a cost of \$75,000.

- Electronic Time Cards and Record Keeping

The Auditor Controller has identified a promising productivity improvement to the current method of manually completing, collecting, reviewing, routing, approving and hand-keying the thousands of County timecards that are processed twenty-six times each year. The Auditor's office is proposing an electronic time card and record keeping system that uses a Web timecard and the standard web browser on existing County PC's to allow employees to enter their timecard information; complete with on-line, real time edits; sign the timecard and instantly route it to their supervisor, and finally the payroll unit for upload into the County's existing mainframe payroll application. Designated users would enter information for mobile employees, or those who may not have access to a networked PC. Since this system allows timecards to be submitted and routed instantly, they will no longer have to be turned in with estimated hours prior to the end of the pay period.

A cost benefit analysis is in progress. If the project achieves the expected return on investment, the electronic time card project is proposed to be implemented in two phases; a pilot project which would include the Auditor-Controller and Information Services Departments, followed by a county-wide roll out. Funds in the amount of \$35,000 are appropriated in the Information Services Department budget for the pilot project. The additional cost is estimated at \$180,000. If the cost benefit analysis does not support this project, these funds will be available for other important investments in the efficiency and effectiveness of County Government programs and operations in future years.

- Increased Allocation to the Sheriffs Account (\$226.475)

- Replacement and Upgrading the Sheriffs Records, Detention and Messing Switching Systems

To assist with funding this multi-year program to upgrade and modernize key information systems in the Sheriffs Office and the Sheriffs Detention facilities, the Sheriff has requested that the existing account balance be augmented by \$226,475 to provide partial funding for a new detention management system. Funds in this amount will be available through reimbursements from the State

Criminal Alien Assistance Program (SCAAP) which will be received during 2002-03.

### STATUS OF THE TECHNOLOGY AND PRODUCTIVITY FUND

The table which follows summarizes the current status of the Technology and Productivity Fund including:

- the balances at the beginning of 2001-02;
- the amount transferred out during the current fiscal year;
- the recommended contribution for 2002-03;
- and the balance available in each project area.

| Status of the Technology and Productivity Fund   |                     |                       |                         |                     |
|--|---------------------|-----------------------|-------------------------|---------------------|
| Item   | 2001-02<br>Balances | Amount<br>Transferred | 2002-03<br>Contribution | 2002-03<br>Balances |
| <b>Funds Available</b>                           |                     |                       |                         |                     |
| ▶ Fund Balance                                   | \$ 2,696,328        | \$ (364,377)          |                         | \$ 2,331,951        |
| ▶ Adjustment                                     | (79,247)            |                       |                         | (79,247)            |
| ▶ 2002-03 Contribution                           |                     |                       | 226,475                 | 226,475             |
| Total  | <u>\$ 2,617,081</u> | <u>\$ (364,377)</u>   | <u>\$ 226,475</u>       | <u>\$ 2,479,179</u> |
| <b>Designations/Transfers/Balances Available</b> |                     |                       |                         |                     |
| ▪ Health Services Agency Projects                | \$ 385,708          | \$(130,000)           |                         | \$ 255,708          |
| ▶ Sheriffs Office Projects                       | 378,913             | (195,577)             | 226,475                 | 409,811             |
| ▶ District Attorney Projects                     | 558,490             |                       |                         | 558,490             |
| ▶ Planning Department Projects                   | 381,000             |                       | 169,000                 | 550,000             |
| ▶ Personnel Projects                             | 80,000              | (38,800)              |                         | 41,200              |
| ▶ POSCS  |                     |                       | 75,000                  | 75,000              |
| ▪ Auditor-Controller                             |                     |                       | 180,000                 | 180,000             |
| ▶ Various General Government Projects'           | 832,970             |                       | (424,000)               | 408,970             |
| Total  | <u>\$ 2,617,081</u> | <u>\$ (364,377)</u>   | <u>\$ 226,475</u>       | <u>\$ 2,479,179</u> |

---

'General government projects include replacement of the property tax assessment, distribution and collections system and the proposed budget system.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21 125

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication - Aptos

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$ 1,000          | \$ 1,000                | \$ 1,000                       | \$ 1,000             | \$ 1,000          | 0                                 |
| Other Charges             | 55,033            | 53,001                  | 53,001                         | 51,537               | 51,537            | (1,464)                           |
| Fixed Assets              | 96,577            | 120,218                 | 100,237                        | 64,629               | 64,629            | (55,589)                          |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | <b>\$ 152,610</b> | <b>\$ 174,219</b>       | <b>\$ 154,238</b>              | <b>\$ 117,166</b>    | <b>\$ 117,166</b> | <b>(57,053)</b>                   |
| Increase Designated       | 0                 |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <b>\$ 152,610</b> | <b>\$ 174,219</b>       | <b>\$ 154,238</b>              | <b>\$ 117,166</b>    | <b>\$ 117,166</b> | <b>(57,053)</b>                   |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 169,389        | \$ 110,738              | \$ 110,738                     | \$ 28,881            | \$ 28,881         | (81,857)                          |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 93,959            | 63,481                  | 72,381                         | 88,285               | 88,285            | 24,804                            |
| <b>Total</b>              | <b>\$ 263,348</b> | <b>\$ 174,219</b>       | <b>\$ 183,119</b>              | <b>\$ 117,166</b>    | <b>\$ 117,166</b> | <b>(57,053)</b>                   |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the Aptos Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital Improvement Program document. As of June 30, 2003 the fund will have no outstanding obligations and the fund will be owed an estimated \$14,792 from the Eureka Park Dedication Fund and an estimated \$91,100 from the CERTS Reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08.

### Fixed Asset Detail

The table below provides the fixed asset detail for fund 21 125 for 2002-03.

| <b>Budget Index/<br/>Sub Object No.</b> | <b>Quantity</b> | <b>New (N)<br/>Replacement (R)</b> | <b>Description</b>             | <b>Recommended<br/>Amount</b> |
|---|-----------------|------------------------------------|--------------------------------|-------------------------------|
| 192140/6610                             | NIA             | Project Continued                  | Struct. & Improv. Polo Grounds | \$ 25,000                     |
| 19495016610                             | NIA             | Project New                        | Struct. & Improv. Scott Park   | 25,000                        |
| <b>Total</b>                            |                 |                                    |                                | <b>\$ 50,000</b>              |

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21160

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication -  
Aptos Hills

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             | 15,013            | 14,458                  | 14,458                         | 14,059               | 14,059            | (399)                             |
| Fixed Assets              | 24,444            | 52,103                  | 43,195                         | 2,595                | 2,595             | (49,508)                          |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | <b>\$ 39,457</b>  | <b>\$ 66,561</b>        | <b>\$ 57,653</b>               | <b>\$ 16,654</b>     | <b>\$ 16,654</b>  | <b>(49,907)</b>                   |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <b>\$ 39,457</b>  | <b>\$ 66,561</b>        | <b>\$ 57,653</b>               | <b>\$ 16,654</b>     | <b>\$ 16,654</b>  | <b>(49,907)</b>                   |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 52,090         | \$ 40,955               | 40,955                         | 2,204                | 2,204             | (38,751)                          |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 28,322            | 25,606                  | 18,902                         | 14,450               | 14,450            | (11,156)                          |
| <b>Total</b>              | <b>\$ 80,412</b>  | <b>\$ 66,561</b>        | <b>\$ 59,857</b>               | <b>\$ 16,654</b>     | <b>\$ 16,654</b>  | <b>(49,907)</b>                   |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the Aptos Hills Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital Improvement Program document. As of June 30, 2003 the fund will have no outstanding obligations and the fund will be owed an estimated \$21,464 from the CERTS Reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21 185

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication -  
Bonny Doon

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             | 6,987             | 6,729                   | 6,729                          | 6,543                | 6,543             | (186)                             |
| Fixed Assets              |                   | 170,792                 |                                | 184,323              | 184,323           | 13,531                            |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | \$ 6,987          | \$ 177,521              | \$ 6,729                       | \$ 190,866           | \$ 190,866        | \$ 13,345                         |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <u>\$ 6,987</u>   | <u>\$ 177,521</u>       | <u>\$ 6,729</u>                | <u>\$ 190,866</u>    | <u>\$ 190,866</u> | <u>\$ 13,345</u>                  |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 152,562        | \$ 164,071              | \$ 164,071                     | \$ 174,682           | \$ 174,682        | 10,611                            |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 18,496            | 13,450                  | 17,340                         | 16,184               | 16,184            | 2,734                             |
| <b>Total</b>              | <u>\$ 171,058</u> | <u>\$ 177,521</u>       | <u>\$ 181,411</u>              | <u>\$ 190,866</u>    | <u>\$ 190,866</u> | <u>\$ 13,345</u>                  |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in Bonny Doon Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital Improvement Program document. As of June 30, 2003 the fund will have no outstanding obligations and the fund will be owed an estimated \$15,683 from the CERTS Reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21 145

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication - Carbonera

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             | 22,935            | 22,088                  | 22,088                         | 21,478               | 21,478            | (610)                             |
| Fixed Assets              |                   | 63,882                  | 55,017                         | 14,587               | 14,587            | (49,295)                          |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | \$ 22,935         | \$ 85,970               | \$ 77,105                      | \$ 36,065            | \$ 36,065         | (49,905)                          |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <u>\$ 22,935</u>  | <u>\$ 85,970</u>        | <u>\$ 77,105</u>               | <u>\$ 36,065</u>     | <u>\$ 36,065</u>  | <u>(49,905)</u>                   |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 61,705         | \$ 63,570               | \$ 63,570                      | \$ 8,065             | \$ 8,065          | (55,505)                          |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 24,800            | 22,400                  | 21,600                         | 28,000               | 28,000            | 5,600                             |
| <b>Total</b>              | <u>\$ 86,505</u>  | <u>\$ 85,970</u>        | <u>\$ 85,170</u>               | <u>\$ 36,065</u>     | <u>\$ 36,065</u>  | <u>(49,905)</u>                   |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the Carbonera Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital Improvement Program document. **As** of June 30, 2003 the fund will will owe an estimated \$21,222 to the CERTS Reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08..

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21175

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication - Eureka

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|------------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                    |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                  |
| Other Charges             | 17,864            | 13,020                  | 12,170                         | 11,560               | 11,560            | (1,460)                            |
| Fixed Assets              |                   | 610                     |                                |                      |                   | (610)                              |
| Other Uses                |                   |                         |                                |                      |                   | 0                                  |
| <b>Total</b>              | <b>\$ 17,864</b>  | <b>\$ 13,630</b>        | <b>\$ 12,170</b>               | <b>\$ 11,560</b>     | <b>\$ 11,560</b>  | <b>(2,070)</b>                     |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                  |
| <b>Total Requirements</b> | <b>\$ 17,864</b>  | <b>\$ 13,630</b>        | <b>\$ 12,170</b>               | <b>\$ 11,560</b>     | <b>\$ 11,560</b>  | <b>(2,070)</b>                     |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                    |
| Fund Balance Avail.       | \$ 12,116         | \$ 610                  | \$ 610                         | 0                    | 0                 | (610)                              |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                  |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                  |
| Service Charges           |                   |                         |                                |                      |                   | 0                                  |
| Revenues                  | 6,358             | 13,020                  | 11,560                         | 11,560               | 11,560            | (1,460)                            |
| <b>Total</b>              | <b>\$ 18,474</b>  | <b>\$ 13,630</b>        | <b>\$ 12,170</b>               | <b>\$ 11,560</b>     | <b>\$ 11,560</b>  | <b>(2,070)</b>                     |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                 |

The recommended budget provides financing for the estimated 2002-03 requirements in the Eureka Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital Improvement Program document. As of June 30, 2003 the fund will owe \$14,792 to the Aptos Park Dedication Fund and the fund will be owed an estimated \$36,789 from the CERTS Reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21 120

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication - La Selva

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges                | 7,181             | 6,916                   | 6,916                          | 6,724                | 6,724             | (192)                             |
| Fixed Assets                 |                   | 2,441                   |                                |                      |                   | (2,441)                           |
| Approp. for Cont.            |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>                 | <b>\$ 7,181</b>   | <b>\$ 9,357</b>         | <b>\$ 6,916</b>                | <b>\$ 6,724</b>      | <b>\$ 6,724</b>   | <b>(2,633)</b>                    |
| Increase Designated          |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements \$</b> | <b>7,181</b>      | <b>9,357</b>            | <b>6,916</b>                   | <b>6,724</b>         | <b>6,724</b>      | <b>(2,633)</b>                    |
| <b>Available Funds</b>       |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$       | 1,001             | 3,442                   | 3,442                          | 0                    | 0                 | (3,442)                           |
| Cancel Reserve               |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes               |                   |                         |                                |                      |                   | 0                                 |
| Service Charges              |                   |                         |                                |                      |                   | 0                                 |
| Revenues                     | 9,622             | 5,915                   | 3,474                          | 6,724                | 6,724             | 809                               |
| <b>Total</b>                 | <b>\$ 10,623</b>  | <b>\$ 9,357</b>         | <b>\$ 6,916</b>                | <b>\$ 6,724</b>      | <b>\$ 6,724</b>   | <b>(2,633)</b>                    |
| Service Charge               | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated **2002-03** requirements in the La Selva Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed **2002-03** Capital Improvement Program document. **As of June 30, 2003** the fund will have no outstanding obligations and the fund will be owed an estimated **\$9,232** from the CERTS Reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21 130

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication - Live Oak

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             | 77,552            | 74,689                  | 74,689                         | 72,625               | 72,625            | (2,064)                           |
| Fixed Assets              | 53,936            | 386,367                 | 314,975                        | 66,767               | 66,767            | (319,600)                         |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | \$ 131,488        | \$ 461,056              | \$ 389,664                     | \$ 139,392           | \$ 139,392        | (321,664)                         |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <u>\$ 131,488</u> | <u>\$ 461,056</u>       | <u>\$ 389,664</u>              | <u>\$ 139,392</u>    | <u>\$ 139,392</u> | <u>(321,664)</u>                  |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 270,544        | \$ 379,306              | \$ 379,306                     | \$ 64,392            | \$ 64,392         | (314,914)                         |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 240,250           | 81,750                  | 74,750                         | 75,000               | 75,000            | (6,750)                           |
| <b>Total</b>              | <u>\$ 510,794</u> | <u>\$ 461,056</u>       | <u>\$ 454,056</u>              | <u>\$ 139,392</u>    | <u>\$ 139,392</u> | <u>(321,664)</u>                  |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the Live Oak Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital Improvement Program document. As of June 30, 2003 the fund will have no outstanding obligations and the fund will be owed an estimated \$42,930 from the CERTS Reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08.

### Fixed Asset Detail

The table below provides the fixed asset detail for fund 21 130 for 2002-03.

| <b>Budget Index/<br/>Sub Object No.</b> | <b>Quantity</b> | <b>New (N)<br/>Replacement (R)</b> | <b>Description</b>      | <b>Recommended<br/>Amount</b> |
|---|-----------------|------------------------------------|-------------------------|-------------------------------|
| 194956/6610                             | N/A             | Project Continued                  | Playground Improvements | 66,767                        |
| <b>Total</b>                            |                 |                                    |                         | <b>\$ 66,767</b>              |

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21180

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication -  
North Coast

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             | 181               | 177                     | 176                            | 167                  | 167               | (10)                              |
| Fixed Assets              | 0                 | 1,549                   | 1,537                          | 989                  | 989               | (560)                             |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | \$ 181            | \$ 1,726                | \$ 1,713                       | \$ 1,156             | \$ 1,156          | (570)                             |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <u>\$ 181</u>     | <u>\$ 1,726</u>         | <u>\$ 1,713</u>                | <u>\$ 1,156</u>      | <u>\$ 1,156</u>   | <u>(570)</u>                      |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 173            | \$ 1,148                | \$ 1,148                       | 0 \$                 | 0\$               | (1,148)                           |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 1,156             | 578                     | 565                            | 1,156                | 1,156             | 578                               |
| <b>Total</b>              | <u>\$ 1,329</u>   | <u>\$ 1,726</u>         | <u>\$ 1,713</u>                | <u>\$ 1,156</u>      | <u>\$ 1,156</u>   | <u>(570)</u>                      |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the North Coast Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital Improvement Program document. **As of June 30, 2003** the fund will have no outstanding obligations and the fund will be owed an estimated \$7,853 from the CERTS Reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21135

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication - Pajaro

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-01<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             | 28,577            | 27,522                  | 27,522                         | 26,761               | 26,761            | (761)                             |
| Fixed Assets              | 90,100            | 18,546                  | 11,788                         | 0                    | 0                 | (18,546)                          |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | \$ 118,677        | \$ 46,068               | \$ 39,310                      | \$ 26,761            | \$ 26,761         | (19,307)                          |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <u>\$ 118,677</u> | <u>\$ 46,068</u>        | <u>\$ 39,310</u>               | <u>\$ 26,761</u>     | <u>\$ 26,761</u>  | <u>(19,307)</u>                   |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 123,866        | \$ 21,189               | \$ 21,189                      | 0                    | 0                 | (21,189)                          |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 16,000            | 24,879                  | 18,121                         | 26,761               | 26,761            | 1,882                             |
| <b>Total</b>              | <u>\$ 139,866</u> | <u>\$ 46,068</u>        | <u>\$ 39,310</u>               | <u>\$ 26,761</u>     | <u>\$ 26,761</u>  | <u>(19,307)</u>                   |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the Pajaro Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital Improvement Program document. As of June 30, 2003 the fund will have no outstanding obligations and the fund will be owed an estimated \$5,019 from the CERTS Reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21190

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication -  
Salsipuedes

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             | 573               | 550                     | 550                            | 540                  | 540               | (10)                              |
| Fixed Assets              | 0                 | 33,876                  |                                | 32,030               | 32,030            | (1,846)                           |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | <b>\$ 573</b>     | <b>\$ 34,426</b>        | <b>\$ 550</b>                  | <b>\$ 32,570</b>     | <b>\$ 32,570</b>  | <b>(1,856)</b>                    |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <b>\$ 573</b>     | <b>\$ 34,426</b>        | <b>\$ 550</b>                  | <b>\$ 32,570</b>     | <b>\$ 32,570</b>  | <b>(1,856)</b>                    |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 26,757         | \$ 29,652               | \$ 29,652                      | \$ 29,102            | \$ 29,102         | (550)                             |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 3,468             | 4,774                   | 0                              | 3,468                | 3,468             | (1,306)                           |
| <b>Total</b>              | <b>\$ 30,225</b>  | <b>\$ 34,426</b>        | <b>\$ 29,652</b>               | <b>\$ 32,570</b>     | <b>\$ 32,570</b>  | <b>(1,856)</b>                    |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the Salsipuedes Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital Improvement Program document. **As** of June 30, 2003 the fund will have no outstanding obligations and the fund will be owed an estimated \$9,616 from the CERTS Reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21 140

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication -  
San Andreas

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$    | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             | 9,385             | 9,038                   | 9,038                          | 8,788                | 8,788             | (250)                             |
| Fixed Assets              |                   | 3,777                   |                                | 0                    | 0                 | (3,777)                           |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | \$ 9,385          | \$ 12,815               | \$ 9,038                       | \$ 8,788             | \$ 8,788          | (4,027)                           |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <b>\$ 9,385</b>   | <b>\$ 12,815</b>        | <b>\$ 9,038</b>                | <b>\$ 8,788</b>      | <b>\$ 8,788</b>   | <b>(4,027)</b>                    |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$    | 12,160            | \$ 5,975                | \$ 5,975                       | 937                  | 937               | (5,038)                           |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 3,200             | 6,840                   | 4,000                          | 7,851                | 7,851             | 1,011                             |
| <b>Total</b>              | <b>\$ 15,360</b>  | <b>\$ 12,815</b>        | <b>\$ 9,975</b>                | <b>\$ 8,788</b>      | <b>\$ 8,788</b>   | <b>(4,027)</b>                    |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the San Andreas Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital Improvement Program document. As of June 30, 2003 the fund will owe an estimated \$2,057 to the CERTS Reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21 155

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication -  
San Lorenzo

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$    | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             | 75,217            | 72,440                  | 72,440                         | 70,438               | 70,438            | (2,002)                           |
| Fixed Assets              |                   | 20,393                  |                                |                      |                   | (20,393)                          |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | <b>\$ 75,217</b>  | <b>\$ 92,833</b>        | <b>\$ 72,440</b>               | <b>\$ 70,438</b>     | <b>\$ 70,438</b>  | <b>(22,395)</b>                   |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <b>\$ 75,217</b>  | <b>\$ 92,833</b>        | <b>\$ 72,440</b>               | <b>\$ 70,438</b>     | <b>\$ 70,438</b>  | <b>(22,395)</b>                   |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$    | 21,253            | 24,846                  | 24,846                         | 0                    | 0                 | (24,846)                          |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 78,810            | 67,987                  | 47,594                         | 70,438               | 70,438            | 2,451                             |
| <b>Total</b>              | <b>\$ 100,063</b> | <b>\$ 92,833</b>        | <b>\$ 72,440</b>               | <b>\$ 70,438</b>     | <b>\$ 70,438</b>  | <b>(22,395)</b>                   |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the San Lorenzo Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital Improvement Program document. As of June 30, 2003 the fund will owe an estimated \$413,753 to the CERTS Reserve which owes CSA# 11 for the debt service payment payback for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21 165

Fund: Custodial Funds\Parks  
Function: General Government  
Title: Park Dedication - Skyline

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             | 7,312             | 7,042                   | 7,042                          | 6,848                | 6,848             | (194)                             |
| Fixed Assets              |                   | 116,455                 |                                | 118,843              | 118,843           | 2,388                             |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | <b>\$ 7,312</b>   | <b>\$ 123,497</b>       | <b>\$ 7,042</b>                | <b>\$ 125,691</b>    | <b>\$ 125,691</b> | <b>\$ 2,194</b>                   |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <b>\$ 7,312</b>   | <b>\$ 123,497</b>       | <b>\$ 7,042</b>                | <b>\$ 125,691</b>    | <b>\$ 125,691</b> | <b>\$ 2,194</b>                   |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 107,811        | \$ 113,081              | \$ 113,081                     | \$ 118,177           | \$ 118,177        | 5,096                             |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 12,582            | 10,416                  | 12,138                         | 7,514                | 7,514             | (2,902)                           |
| <b>Total</b>              | <b>\$ 120,393</b> | <b>\$ 123,497</b>       | <b>\$ 125,219</b>              | <b>\$ 125,691</b>    | <b>\$ 125,691</b> | <b>\$ 2,194</b>                   |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the Skyline Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital Improvement Program document. As of June 30, 2003 the fund has no outstanding obligations and the fund will be owed an estimated \$17,670 from the CERTS Reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21150

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication - Soquel

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             | 23,559            | 22,689                  | 22,689                         | 22,062               | 22,062            | (627)                             |
| Fixed Assets              | 78,871            | 251,259                 | 143,788                        | 129,809              | 129,809           | (121,450)                         |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | \$ 102,430        | \$ 273,948              | \$ 166,477                     | \$ 151,871           | \$ 151,871        | \$ (122,077)                      |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <b>\$ 102,430</b> | <b>\$ 273,948</b>       | <b>\$ 166,477</b>              | <b>\$ 151,871</b>    | <b>\$ 151,871</b> | <b>\$ (122,077)</b>               |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 299,178        | \$ 243,948              | \$ 243,948                     | \$ 91,871            | \$ 91,871         | (152,077)                         |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 47,200            | 30,000                  | 14,400                         | 60,000               | 60,000            | 30,000                            |
| <b>Total</b>              | <b>\$ 346,378</b> | <b>\$ 273,948</b>       | <b>\$ 258,348</b>              | <b>\$ 151,871</b>    | <b>\$ 151,871</b> | <b>\$ (122,077)</b>               |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the Soquel Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital improvement Program document. As of June 30, 2003 the fund will have no outstanding obligations and the fund will be owed an estimated \$31,505 from the CERTS Reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08.

### Fixed Asset Detail

The table below provides the fixed asset detail for fund 21 150 for 2002-03.

| Budget Index/<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description             | Recommended<br>Amount |
|---------------------------------|----------|----------------------------|-------------------------|-----------------------|
| 19496316610                     | N/A      | Project Continued          | Playground Improvements | 100,000               |
| Total                           |          |                            |                         | \$ 100,000            |

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21170

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication - Summit

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             | 13,169            | 12,683                  | 12,683                         | 12,332               | 12,332            | (351)                             |
| Fixed Assets              | 0                 | 28,120                  | 0                              | 26,608               | 26,608            | (1,512)                           |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | <b>\$ 13,169</b>  | <b>\$ 40,803</b>        | <b>\$ 12,683</b>               | <b>\$ 38,940</b>     | <b>\$ 38,940</b>  | <b>(1,863)</b>                    |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <b>\$ 13,169</b>  | <b>\$ 40,803</b>        | <b>\$ 12,683</b>               | <b>\$ 38,940</b>     | <b>\$ 38,940</b>  | <b>(1,863)</b>                    |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 19,828         | \$ 25,613               | \$ 25,613                      | \$ 22,756            | \$ 22,756         | (2,857)                           |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 18,954            | 15,190                  | 9,826                          | 16,184               | 16,184            | 994                               |
| <b>Total</b>              | <b>\$ 38,782</b>  | <b>\$ 40,803</b>        | <b>\$ 35,439</b>               | <b>\$ 38,940</b>     | <b>\$ 38,940</b>  | <b>(1,863)</b>                    |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the Summit Park Dedication District. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital Improvement Program document. As of June 30, 2003 the fund will have no outstanding obligations and the fund will be owed an estimated \$17,506 from the CERTS Reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds during fiscal year 2007-08.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21 195

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication -  
Alba Recreation District

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recorn.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|--------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                    |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                 | 0                                 |
| Other Charges             |                   |                         |                                |                      |                    | 0                                 |
| Fixed Assets              | 673               | 369                     | 356                            | 21                   | 21                 | (348)                             |
| Approp. for Cont.         |                   |                         |                                |                      |                    | 0                                 |
| <b>Total</b>              | <b>\$ 673</b>     | <b>\$ 369</b>           | <b>\$ 356</b>                  | <b>\$ 21</b>         | <b>\$ 21</b>       | <b>(348)</b>                      |
| Increase Designated       |                   |                         |                                |                      |                    | 0                                 |
| <b>Total Requirements</b> | <b>\$ 673</b>     | <b>\$ 369</b>           | <b>\$ 356</b>                  | <b>\$ 21</b>         | <b>\$ 21</b>       | <b>(348)</b>                      |
| <b>Available Funds</b>    |                   |                         |                                |                      |                    |                                   |
| Fund Balance Avail.       | \$ 975            | \$ 359                  | \$ 359                         | \$ 11                | \$ 11              | (348)                             |
| Cancel Reserve            |                   |                         |                                |                      |                    | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                    | 0                                 |
| Service Charges           |                   |                         |                                |                      |                    | 0                                 |
| Revenues                  | 57                | 10                      | 8                              | 10                   | 10                 | 0                                 |
| <b>Total</b>              | <b>\$ 1,032</b>   | <b>\$ 369</b>           | <b>\$ 367</b>                  | <b>\$ 21</b>         | <b>\$ 21</b>       | <b>(348)</b>                      |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                 | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the Alba Park Dedication District.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21200

Fund: Custodial Funds\Parks  
Function: General Government  
Title: Park Dedication - Boulder  
Creek Recreation District

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             |                   |                         |                                |                      |                   | 0                                 |
| Fixed Assets              | 15,370            | 118,391                 | 114,023                        | 10,834               | 10,834            | (107,557)                         |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | <b>\$ 15,370</b>  | <b>\$ 118,391</b>       | <b>\$ 114,023</b>              | <b>\$ 10,834</b>     | <b>\$ 10,834</b>  | <b>(107,557)</b>                  |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <b>\$ 15,370</b>  | <b>\$ 118,391</b>       | <b>\$ 114,023</b>              | <b>\$ 10,834</b>     | <b>\$ 10,834</b>  | <b>(107,557)</b>                  |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 112,769        | \$ 106,891              | \$ 106,891                     | 3,334                | 3,334             | (103,557)                         |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 9,492             | 11,500                  | 10,466                         | 7,500                | 7,500             | (4,000)                           |
| <b>Total</b>              | <b>\$ 122,261</b> | <b>\$ 118,391</b>       | <b>\$ 117,357</b>              | <b>\$ 10,834</b>     | <b>\$ 10,834</b>  | <b>(107,557)</b>                  |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the Boulder Creek Recreation Park Dedication District.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21205

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication - La Selva  
Beach Recreation District

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             |                   |                         |                                | 0                    | 0                 | 0                                 |
| Fixed Assets              |                   | 62,418                  | 56,450                         | 12,152               | 12,152            | (50,266)                          |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | <b>\$ 0</b>       | <b>\$ 62,418</b>        | <b>\$ 56,450</b>               | <b>\$ 12,152</b>     | <b>\$ 12,152</b>  | <b>(50,266)</b>                   |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <b>\$ 0</b>       | <b>\$ 62,418</b>        | <b>\$ 56,450</b>               | <b>\$ 12,152</b>     | <b>\$ 12,152</b>  | <b>(50,266)</b>                   |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 45,152         | \$ 54,918               | \$ 54,918                      | \$ 5,652             | \$ 5,652          | (49,266)                          |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 9,766             | 7,500                   | 7,184                          | 6,500                | 6,500             | (1,000)                           |
| <b>Total</b>              | <b>\$ 54,918</b>  | <b>\$ 62,418</b>        | <b>\$ 62,102</b>               | <b>\$ 12,152</b>     | <b>\$ 12,152</b>  | <b>(50,266)</b>                   |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the La Selva Beach Recreation Park Dedication District.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21210

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication - Opal  
Cliffs Recreation District

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             |                   |                         |                                |                      |                   | 0                                 |
| Fixed Assets              |                   | 18,636                  | 18,350                         | 2,400                | 2,400             | (16,236)                          |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | \$ 0              | \$ 18,636               | \$ 18,350                      | \$ 2,400             | \$ 2,400          | \$ (16,236)                       |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <b>\$ 0</b>       | <b>\$ 18,636</b>        | <b>\$ 18,350</b>               | <b>\$ 2,400</b>      | <b>\$ 2,400</b>   | <b>\$ (16,236)</b>                |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 14,875         | \$ 15,836               | \$ 15,836                      | 0                    | 0                 | (15,836)                          |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 961               | 2,800                   | 2,514                          | 2,400                | 2,400             | (400)                             |
| <b>Total</b>              | <b>\$ 15,836</b>  | <b>\$ 18,636</b>        | <b>\$ 18,350</b>               | <b>\$ 2,400</b>      | <b>\$ 2,400</b>   | <b>\$ (16,236)</b>                |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the Opal Cliffs Recreation Park Dedication District.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21215

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication -  
CERTS Reserve

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$                | \$                      | \$                             | \$                   | \$                | 0                                 |
| Other Charges             | 46,264            | 426,488                 | 31,954                         | 103,125              | 103,125           | (323,363)                         |
| Fixed Assets              |                   |                         |                                |                      |                   | 0                                 |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | <b>\$ 46,264</b>  | <b>\$ 426,488</b>       | <b>\$ 31,954</b>               | <b>\$ 103,125</b>    | <b>\$ 103,125</b> | <b>\$ (323,363)</b>               |
| Increase Designated       |                   |                         |                                | 367,799              | 367,799           | 367,799                           |
| <b>Total Requirements</b> | <b>\$ 46,264</b>  | <b>\$ 426,488</b>       | <b>\$ 31,954</b>               | <b>\$ 470,924</b>    | <b>\$ 470,924</b> | <b>\$ 44,436</b>                  |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 222,325        | \$ 291,825              | \$ 291,825                     | \$ 344,924           | \$ 344,924        | 53,099                            |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 115,764           | 134,663                 | 85,053                         | 126,000              | 126,000           | (8,663)                           |
| <b>Total</b>              | <b>\$ 338,089</b> | <b>\$ 426,488</b>       | <b>\$ 376,878</b>              | <b>\$ 470,924</b>    | <b>\$ 470,924</b> | <b>\$ 44,436</b>                  |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the Park Dedication CERTS Reserve Fund. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital Improvement Program document. As of June 30, 2003 the fund is owed an estimated \$413,753 from San Lorenzo Valley Park Dedication District and an estimated \$2,057 from San Andreas Park Dedication District. The CERTS Reserve fund owes CSA# 11 an estimated \$415,810 for the debt service payments made for Quail Hollow Ranch and the Polo Grounds. In addition, the CERTS Reserve fund owes the various Park Dedication Districts the deposits on reserve for the final debt service payment for Quail Hollow Ranch and the Polo Grounds which is due during fiscal year 2007-08.

**PARK DEDICATION FUNDS**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21216

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Park Dedication - Interest

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies       | \$ 91,224         | \$ 161,982              | \$ 65,000                      | \$ 93,425            | \$ 93,425         | (68,557)                          |
| Other Charges             |                   |                         |                                |                      |                   | 0                                 |
| Fixed Assets              |                   | 0                       |                                |                      |                   | 0                                 |
| Approp. for Cont.         |                   |                         |                                |                      |                   | 0                                 |
| <b>Total</b>              | <b>\$ 91,224</b>  | <b>\$ 161,982</b>       | <b>\$ 65,000</b>               | <b>\$ 93,425</b>     | <b>\$ 93,425</b>  | <b>(68,557)</b>                   |
| Increase Designated       |                   |                         |                                |                      |                   | 0                                 |
| <b>Total Requirements</b> | <b>\$ 91,224</b>  | <b>\$ 161,982</b>       | <b>\$ 65,000</b>               | <b>\$ 93,425</b>     | <b>\$ 93,425</b>  | <b>(68,557)</b>                   |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail.       | \$ 57,317         | \$ 61,982               | \$ 61,982                      | \$ 43,425            | \$ 43,425         | (18,557)                          |
| Cancel Reserve            |                   |                         |                                |                      |                   | 0                                 |
| Property Taxes            |                   |                         |                                |                      |                   | 0                                 |
| Service Charges           |                   |                         |                                |                      |                   | 0                                 |
| Revenues                  | 95,889            | 100,000                 | 46,443                         | 50,000               | 50,000            | (50,000)                          |
| <b>Total</b>              | <b>\$ 153,206</b> | <b>\$ 161,982</b>       | <b>\$ 108,425</b>              | <b>\$ 93,425</b>     | <b>\$ 93,425</b>  | <b>(68,557)</b>                   |
| <b>Service Charge</b>     | NA                | NA                      | NA                             | NA                   | NA                | NA                                |

The recommended budget provides financing for the estimated 2002-03 requirements in the Park Dedication Interest Fund. Park Dedication Fund expenditures are described in detail in the Proposed 2002-03 Capital improvement Program document.

**PLANT ACQUISITION - STATE PARK BOND FUND**  
**Barry C. Samuel, Director of Parks, Open Space**  
**and Cultural Services**  
Fund Number: 21310

Fund: Custodial Funds/Parks  
Function: General Government  
Title: Plant Acquisition

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recorn.<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|--------------------|------------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                    |                                    |
| Fixed Assets              |                   | 1,405,632               | 1,405,632                      |                      |                    | (1,405,632)                        |
| Approp. for Cont.         |                   |                         |                                |                      |                    | 0                                  |
| <b>Total</b>              | \$ 0              | \$ 1,405,632            | \$ 1,405,632                   | \$ 0                 | \$ 0               | (1,405,632)                        |
| Increase Designated       | 54,382            | 0                       | 0                              |                      |                    | 0                                  |
| <b>Total Requirements</b> | <b>\$ 54,382</b>  | <b>\$ 1,405,632</b>     | <b>\$ 1,405,632</b>            | <b>\$ 0</b>          | <b>\$ 0</b>        | <b>(1,405,632)</b>                 |
| <b>Available Funds</b>    |                   |                         |                                |                      |                    |                                    |
| Fund Balance Avail.       | \$ 54,382         | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0               | 0                                  |
| Cancel Reserve            |                   | 54,382                  | 54,382                         |                      |                    | (54,382)                           |
| Revenues                  |                   | 1,351,250               | 1,351,250                      |                      |                    | (1,351,250)                        |
| <b>Total</b>              | <b>\$ 54,382</b>  | <b>\$ 1,405,632</b>     | <b>\$ 1,405,632</b>            | <b>\$ 0</b>          | <b>\$ 0</b>        | <b>(1,405,632)</b>                 |

This budget provides for the completion of projects funded through State Park Bond Funds. As of the preparation of this budget, no additional funds have been committed from these sources. The projects previously approved for implementation with Proposition 12 funds will continue in 2002-03 by rebudgeting those funds previously received. The Safe Neighborhood Parks, Clean Air and Coastal Protection Bond Act of 2000 provides \$2.1 billion dollars to address California's diverse park, recreation and open space needs. The County of Santa Cruz will be eligible for per capita funds under two programs of the Bond Act. The first program under which funds will be made available is the Per Capita I program. The County of Santa Cruz will be eligible for \$940,000. The second program which the County will be eligible for will be the Roberti-Z'berg-Harris (R-Z-H) program. The County of Santa Cruz will be eligible for approximately \$411,250 in R-Z-H program funds.

The Per Capita I funds will be billed for as the associated projects are completed. The County will prepare an application for each project approved by the State prior to receiving the funds. Per Capita I funds may be used for acquisition, development, rehabilitation or restoration of real property for park purposes. The R-Z-H funds can be used for rehabilitation or refurbishing of parks or innovative recreation programs that respond to the recreation needs of special urban populations. The R-Z-H funds have a required match of 30% or \$123,375 which can be funded through various funding sources such as Park Dedication, General Funds or other State or Federal grants.

The Parks Commission has been reviewing park projects and improvements throughout the County and made a recommendation to the Board of Supervisors regarding the possible use of the funds.

**PROBATION**  
**John Rhoads, Chief Probation Officer**  
Unit Number: 57/00/00

Fund: General  
Function: Public Protection  
Activity: Probation

INDEX CODE: 572000 - JUVENILE HALL

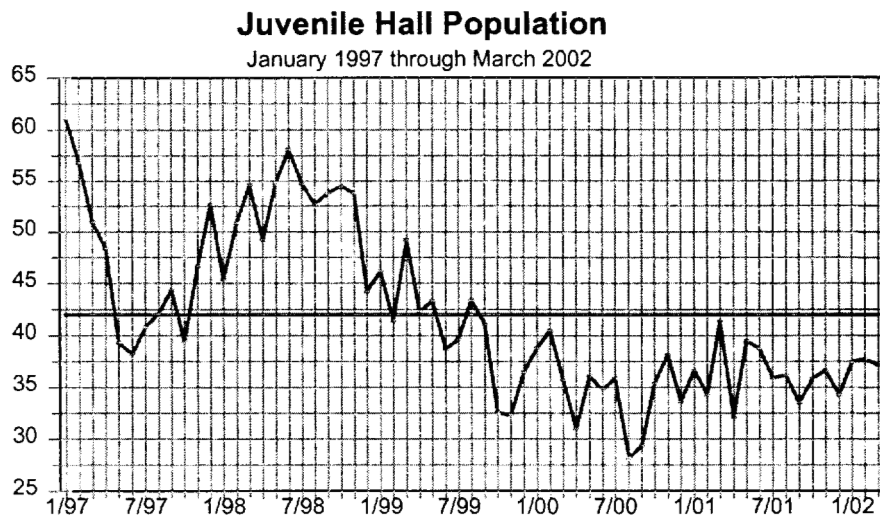
| Financing Use Classification | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits          | \$ 1,618,532        | \$ 1,726,437            | \$ 1,680,394                   | \$ 1,926,767         | \$ 1,886,318         | \$ 159,881                         |
| Services & Supplies          | 1,202,426           | 1,361,925               | 1,203,247                      | 1,272,909            | 1,271,194            | (90,731)                           |
| Fixed Assets                 | 9,238               | 3,900                   | 3,286                          | 0                    | 0                    | (3,900)                            |
| <b>TOTAL EXPEND</b>          | <b>\$ 2,830,196</b> | <b>\$ 3,092,262</b>     | <b>\$ 2,886,927</b>            | <b>\$ 3,199,676</b>  | <b>\$ 3,157,512</b>  | <b>\$ 65,250</b>                   |
| Less: Revenue                | \$ 868,857          | \$ 867,377              | \$ 807,032                     | \$ 866,577           | \$ 866,577           | (800)                              |
| <b>NET COUNTY COST</b>       | <b>\$ 1,961,339</b> | <b>\$ 2,224,885</b>     | <b>\$ 2,079,895</b>            | <b>\$ 2,333,099</b>  | <b>\$ 2,290,935</b>  | <b>\$ 66,050</b>                   |
| Positions                    |                     | 32.00                   | 32.00                          | 32.00                | 31.00                | (1.00)                             |

The Juvenile Hall was established pursuant to Article 14, Section 850 of the State Welfare & Institutions Code which requires the Board of Supervisors to provide and maintain a suitable place for the detention of juvenile wards. The Juvenile Hall houses juveniles between the ages of 10 and 18 who are referred by law enforcement agencies, the Probation Department, and Juvenile Court. The Juvenile Hall program endeavors to provide detained juveniles with a safe and secure environment, free of fear, trauma, intimidation or abuse, and in the least restrictive environment consistent with public safety.

The rated capacity of the Juvenile Hall is 42. The daily population for the first nine months of this fiscal year has averaged 37.13 residents. The following table provides information on annual child care days and admissions.

|                          | 1999-00<br>Actual | 2000-01<br>Actual | 2001-02<br>Est/Act | 2002-03<br>Proj |
|--------------------------|-------------------|-------------------|--------------------|-----------------|
| Average Daily Attendance | 36.9              | 35.21             | 35.38              | 42              |
| Annual Child Care Days   | 14,855            | 13,895            | 14,888             | 15,330          |
| Admissions               | 1803              | 1,607             | 1,300              | 1,600           |

The Probation Department has developed a number of programs designed to maintain the population of the Juvenile Hall below the rated capacity without impacting public safety. The department's goal is to have only those minors in custody who must be kept in custody and to release all other minors to the appropriate level of supervision within the community. The chart on the next page shows the monthly population of the Juvenile Hall since January 1997.



### DEPARTMENTAL HIGHLIGHTS

The school program at Juvenile Hall, provided by the County Office of Education, operates year round on site, as does the on-site GED Center.

Medical Services are provided to all residents through the Health Services Agency. Staffing consists of 80 hours per week of nursing services and 20 hours per week of a Medical Assistant.

The Mental Health Division of the Health Services Agency provides crisis intervention, individual counseling and assessment services for all residents of the juvenile hall. Approximately 65% to 75% of the residents receive mental health services while in custody. A substance abuse specialist performs drug and alcohol abuse assessments and develops treatment recommendations for Juvenile Hall residents.

The department continues to participate in the comprehensive children's mental health service system (System of Care), with resources targeted to seriously emotionally disturbed children and adolescents. Funds for this program were initially provided through a grant in 1989. In recent years, a variety of blended funding strategies, including funding from TANF (Temporary Assistance for Needy Families) and EPSDT (Early and Periodic Screening, Diagnosis, and Treatment), have allowed an expansion of crisis services in the Hall and the continuance of a residential mental health program located on the grounds of Juvenile Hall. This program, previously known as Redwoods, has been changed to STAR (Strength-based Assessment and Recovery program), an intensive residential treatment program which provides short term residential assessment and stabilization for court wards with substance abuse issues. STAR has been fully operational only since October 2001, so data on its effectiveness is currently being collected for later analysis. However, early indications are that the program is successfully meeting two of its objectives: to decrease recidivism by infusing the juvenile justice continuum with drug treatment services and to provide the courts with a treatment alternative to placement in Juvenile Hall.

A variety of groups come to the Juvenile Hall to work with the residents. Weekly meetings are provided by Alcoholic Anonymous and Narcotics Anonymous, and Planned Parenthood and various religious groups visit regularly. Barrios Unidos produces many special events, and the Foster Grandparent program is also involved with the residents. Volunteers also provide weekly poetry writing workshops, yoga and meditation instruction, chess instruction, music appreciation, stress reduction techniques, and training in conflict resolution. An intern program with UCSC students has proven very useful to both the residents and the interns.

The department continues to work with the community to enhance and develop alternatives to detention. The home supervision and electronic monitoring programs continue to be successful in reducing Juvenile Hall bed days. The GROW Family Preservation Program and the PARK Day Treatment program continue to be successful and reduce the Juvenile Hall population.

The department has continued its efforts to address disproportionate minority confinement issues, resulting in a decline in the representation of minority residents.

Several facility improvements are underway which address basic maintenance requirements and program needs. These projects include replacing both unit bathrooms, upgrading or replacing the plumbing in individual rooms, and completing the new medical/mental health wing. Funds are included in the recommended budget to provide additional security and supervision during construction periods.

### 2002-03 RECOMMENDED BUDGET

The 2002-03 recommended budget provides for an increase of \$65,250 in expenditures and an decrease in revenues of \$800, for an increase in net county cost of \$66,050.

#### Expenditures

The recommended increase of \$159,881 in salaries and benefits provides for existing staff and the deletion of one Group Supervisor II position. This position was approved during the 2001/02 budget hearings to provide secure transportation of minors in custody to scheduled medical and dental appointments and to other facilities. The position is recommended for deletion due to the County's fiscal constraints.

The recommended decrease in services and supplies of \$90,731 includes reductions in various maintenance accounts. Decreases of \$50,005 and \$13,000 are recommended for medical services provided to residents of the Hall, in accordance with current usage. A reduction of \$31,763 is recommended in utility costs, based on estimates provided by the General Services Department.

#### Fixed Assets

No fixed assets are recommended

#### Revenues

The \$800 decrease in departmental revenues includes minor changes to a variety of revenue sources.

## STAFFING

| POSITION                         | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomrn. | Recomrn<br>Change |
|----------------------------------|-----------------|--------------------|--------------------|------------------|--------------------|---------------------|-------------------|
| JUVENILE HALL                    |                 |                    |                    |                  |                    |                     |                   |
| Assistant Prob Division Director | N7              | 1.00               |                    | 1.00             | 1.00               | 1.00                | 0.00              |
| Cook                             | CA              | 2.00               |                    | 2.00             | 2.00               | 2.00                | 0.00              |
| Group Supervisor II              | BUBN            | 18.00              |                    | 18.00            | 18.00              | 17.00               | (1.00)            |
| Head Cook                        | W8              | 1.00               |                    | 1.00             | 1.00               | 1.00                | 0.00              |
| Housekeeper                      | K6              | 1.00               |                    | 1.00             | 1.00               | 1.00                | 0.00              |
| Institutional Supvr              | TS              | 4.00               | (4.00)             | 0.00             | 0.00               | 0.00                | (4.00)            |
| Deputy Probation Officer III     | E5/E6           | 0.00               | 4.00               | 4.00             | 4.00               | 4.00                | 4.00              |
| Prob Division Director           | LV              | 1.00               |                    | 1.00             | 1.00               | 1.00                | 0.00              |
| Sr. Group Supervisor             | TI              | 2.00               |                    | 2.00             | 2.00               | 2.00                | 0.00              |
| Typist Clerk III                 | J9              | 1.00               |                    | 1.00             | 1.00               | 1.00                | 0.00              |
| Cook's Assistant                 | R1              | 1.00               |                    | 1.00             | 1.00               | 1.00                | 0.00              |
| TOTAL                            |                 | 32.00              | 0.00               | 32.00            | 32.00              | 31.00               | (1.00)            |

\*The Group Supervisor II added in the 2001-02 budget was inadvertently shown in the Auditor's Final Budget in the 574000 Probation staffing chart. It has been added here in the Allowed column for purposes of position control.

## INDEX CODE 574000 - PROBATION

| <b>Financing Use<br/>Classification</b> | <b>Actual<br/>2000-01</b> | <b>Appropriated<br/>2001-02</b> | <b>Actual<br/>Estimated<br/>2001-02</b> | <b>Requested<br/>2002-03</b> | <b>Recommend<br/>2002-03</b> | <b>Change<br/>FROM 2001-<br/>02 APPROP.</b> |
|---|---------------------------|---------------------------------|---|------------------------------|------------------------------|---|
| Salaries & Benefits                     | \$ 5,088,382              | \$ 5,852,622                    | \$ 5,531,522                            | \$ 6,058,888                 | \$ 5,753,111                 | \$ (99,511)                                 |
| Services & Supplies                     | 2,676,222                 | 4,073,592                       | 3,728,032                               | 3,789,609                    | 3,656,446                    | (417,146)                                   |
| Other Charges                           | 0                         | 50,755                          | 116,755                                 | 0                            | 0                            | (50,755)                                    |
| Fixed Assets                            | 180,738                   | 54,698                          | 73,658                                  | 0                            | 0                            | (54,698)                                    |
| Intra-Fund Charges                      | (210,019)                 | (262,605)                       | (210,654)                               | (177,284)                    | (177,284)                    | 85,321                                      |
| <b>TOTAL EXPEND</b>                     | <b>\$ 7,735,323</b>       | <b>\$ 9,769,062</b>             | <b>\$ 9,239,313</b>                     | <b>\$ 9,671,213</b>          | <b>\$ 9,232,273</b>          | <b>\$ (536,789)</b>                         |
| Less: Revenue                           | \$ 6,384,488              | \$ 7,671,153                    | \$ 7,439,706                            | \$ 7,576,469                 | \$ 7,554,569                 | \$ (116,584)                                |
| <b>NET COUNTY COST</b>                  | <b>\$ 1,350,835</b>       | <b>\$ 2,097,909</b>             | <b>\$ 1,799,607</b>                     | <b>\$ 2,094,744</b>          | <b>\$ 1,677,704</b>          | <b>\$ (420,205)</b>                         |
| <b>Positions</b>                        |                           | 111.00                          | 111.00                                  | 109.00                       | 106.00                       | (5.00)                                      |

The Probation Department operates pursuant to Section 1203.5 of the California Penal Code and Section 270 of the State Welfare and Institutions Code. The Probation Department functions as an arm of the Court and is responsible for services mandated by the Adult and Juvenile Courts. The department is divided into Adult and Juvenile Divisions which perform both investigative and supervision functions. The department also staffs and administers the Juvenile Hall, the Work Furlough Program, and Pretrial Services.

### DEPARTMENTAL HIGHLIGHTS

During 2001-02, in addition to carrying out its statutory responsibilities, the Probation Department has continued its implementation of the Restorative Justice Initiative. The department has now established five Neighborhood Accountability Boards throughout the County. Boards with Spanish speaking capacity have been established in both Watsonville and in the Beach Flats area of the City of Santa Cruz.

The department has focused significant effort in the area of victim's services. The collection and dissemination of impact data to the court has been improved, and program staff and student interns have been trained in the most effective and sensitive methods of gathering this important information. A Victim Awareness Education program provides services to juvenile offenders at various sites throughout the County and in Juvenile Hall.

### Adult Division

The Adult Division provides pre-sentence reports to the Courts, supervises 3,518 defendants on probation, provides pretrial release reports to the courts, and administers the Work Furlough program. The Adult Investigation division provides written pre-sentencing reports to the Court for the more serious felonies and some misdemeanors. The Adult Supervision division supervises offenders placed on formal probation by any Santa Cruz County Court. The goals of supervision are the protection of the community and the rehabilitation of offenders through counseling, referral to outside resources, surveillance, collection of restitution and fines, monitoring compliance with all terms and conditions of probation, arrest and reporting of probation violations to the Court.

The Division has established both general supervision and intensive supervision caseloads. For calendar year 2001, general caseloads averaged 223 offenders per month.

Proposition 36, the Substance Abuse and Crime Prevention Act of 2000, mandated that any person convicted of a nonviolent drug possession offense is to be diverted from incarceration into licensed or certified community-based treatment programs. Probation is coordinating with the Mental Health Department (the lead agency), the District Attorney's Office, the Courts, and related agencies to implement this new requirement. In January 2002, three criminal courts were collapsed into two, and a Drug Court was established. A unit of three officers supervised by a Deputy Probation Officer III provides services to Proposition 36 and Drug Court cases.

Working closely with the Mental Health division, one probation officer carries a caseload of 60 seriously mentally ill offenders from throughout the county. Since many of these clients impact the jail population, this strategy reduces the population of the County's detention facilities. The department also participates in a collaborative grant with the Sheriff's Office and Mental Health to target the mentally ill criminal offender. Two officers are assigned to this grant and are co-located with Mental Health.

The City of Watsonville provides 50% of the funding for one officer assigned to approximately 50 high risk offenders residing within the city. This joint agreement has been very successful in meeting the needs of both the department and the city and is budgeted to continue.

The Domestic Violence Unit is responsible for monitoring a defendant's compliance with the terms of probation (counseling, community service, stay-away orders, payment of restitution and fees, and avoidance of alcohol or drugs). The unit consists of one Deputy Probation Officer III, six DPO IIs, and a Typist Clerk III to supervise a caseload of 670. One DPO and one probation aide are funded through the Domestic Violence grant which is expiring on September 30, 2002.

The department continues its intensive supervision strategy for a caseload of 60 adult sex offenders in need of close supervision. The officer supervising this caseload works closely with community resources, law enforcement, and victims.

One officer manages the Work Furlough program which allows sentenced prisoners to maintain or obtain employment while incarcerated. The average population for this program during 2001 was 12 participants per month. The costs of this program are recovered through fees paid by participants.

It is the responsibility of Pretrial Services to perform investigations of defendants in custody. Staff report this information to the court and make recommendations regarding release of pretrial detainees on their own recognizance (OR).

The following summary table outlines program activities in the Adult Division:

|   | 1996  | 1997  | 1998  | 1999  | 2000         | 2001  |
|---|-------|-------|-------|-------|--------------|-------|
| Pre-sentence referrals                    | 411   | 349   | 390   | 301   | 318          | 271   |
| Supervision caseloads (average per month) | 2,285 | 2,618 | 3,136 | 3,468 | <b>3,589</b> | 3,518 |
| Work Furlough (average per month)         | 20    | 20    | 23.5  | 24.4  | 21           | 12    |
| Domestic Violence (average per month)     | 117   | 282   | 480   | 664   | 814          | 671   |

## Juvenile Division

The Juvenile Division is responsible for intake, investigation, field supervision, home supervision and electronic monitoring, and placement and prevention of placement of juveniles referred to the Probation Department.

All new cases referred to the Probation Department, both in and out of custody, are evaluated by a Juvenile Intake Officer. A detention/risk assessment instrument is used to determine whether arrested minors can be released or must be detained. When the Court finds that a law has been broken and establishes jurisdiction, the Probation Department completes an investigation of the minor's social background and prior juvenile record, describes the circumstances of the crime, what must be done to repair the harm done to the victim, and what interventions will assist the minor to alter his or her behavior. Once the court has determined the disposition of the case, the Probation Department is responsible for ensuring that the minor complies with all terms of probation.

For several years the City of Santa Cruz has provided 50% of the costs for two deputy probation officers who provided juvenile diversion and juvenile intensive supervision for residents of the city. For 2002-03, the City of Santa Cruz has indicated that those funds will no longer be available. These positions are being transferred to the Juvenile Accountability and Incentive Block Grant, as discussed below.

Home Supervision allows minors who would otherwise be detained in the Juvenile Hall to be released to their homes with daily supervision. Random visits and phone calls to home and school ensure compliance. During 2001, 133 juveniles were placed on Home Supervision, saving 3,285 bed days in Juvenile Hall.

The Electronic Monitoring program is a more intensive form of Home Supervision, where minors are supervised electronically as well as through personal contact. Minors are fitted with a transmitter attached to their ankles while a receiver is attached to the home phone. If the minor travels outside the home, the receiver reports this to a supervision center, which notifies Probation. A total of 196 minors were placed on the program in 2001, saving 2,986 bed days.

The department operates two family preservation programs to provide alternatives to placement for some minors. The GROW program is staffed by three Deputy Probation Officers and six clinical staff from Mental Health. The purpose of GROW is to provide intensive home-based services to court wards in lieu of group home placement. The PARK program, funded by a State Challenge Grant, provides intensive services, but in a day treatment setting instead of a home-based setting. The program is staffed by Probation, Mental Health, the County Office of Education, and Youth Services. Both these programs have been very successful at reducing Juvenile Hall, group home, and ranch/camp populations and expenditures.

Placement staff locate appropriate placements and supervise minors who have been ordered into placement outside of the home.

## Additional Juvenile Programs

The Department has been very successful in applying for and receiving numerous juvenile justice related grants. In addition, the department participates as a partner in a number of grants administered by other County or community agencies. The expenditures and revenues for these grants are included in the recommended Probation budget.

TANF: The department will receive \$1,030,059 from the Federal Temporary Assistance for Needy Families (TANF) program, which is unchanged from the previous year's allocation. TANF programs are designed to build self-reliance and personal responsibility and include victims' services, employment development, and community development activities.

ASSETS: The Watsonville Juvenile Offender Diversion Program (ASSETS) is a three-year grant program of the Pajaro Valley Prevention and Student Assistance (PVPSA) which provides diversion services in South County. This grant is at the end of its three year funding cycle, and it is not possible to reapply for funding until July 2003. Expenditures and revenues for this program have been deleted from the recommended budget.

Drug Suppression in Schools: the County Office of Education has reimbursed 50% of the cost of a Probation Aide for several years as part of a State funded grant. This grant has expired, and the funds are no longer available. The cost of retaining the position will be partially offset by an anticipated increase in SB-90 claim revenues.

WATSONVILLE JUVENILE COMMUNITY COURT: This court was established to serve residents of the area under the age of 17 who could benefit from intense wrap-around services. These minors are generally early or misdemeanor offenders with no history of violent offences, serious drug dependency or serious gang affiliation. Parental involvement is required at court hearings where a one year plan to address probation terms, accountability to the community, restoration to victims and individual goals is put in place.

CRIME PREVENTION ACT OF 2000: This program (initially enacted and referred to as AB 1913) provides funding for services to youth and families involved in probation. These funds were used to develop the Community Accountability Program (CAP) and the Strength-based Assessment and Recovery program (STAR). CAP provides services for first time and early offenders who qualify for diversion and informal interventions, as well as intensive supervision from youth on formal probation. The program takes a community focus in close partnership with law enforcement agencies, family resource centers, and community organizations providing services in three county locations: the Santa Cruz Mountains, Live Oak Community, and the City of Watsonville. The STAR program is a strength-based short-term residential treatment program for up to 12 youth which is focused on substance abuse issues.

JAIBG: The Juvenile Accountability and Incentive Block Grant was first approved in February 2000 and will expire at the end of this fiscal year. However, the department has submitted an application for next year, and expenditures and revenues are included in this recommended budget. These one-time-only funds will continue to be used to provide focused services to the Beach Flats area of Santa Cruz by contracting with the City of Santa Cruz Park and Recreation Department, the Community Action Board, and Familia Center to deliver family-focused interventions to youthful offenders. In addition, the two deputy probation officers previously supported by the City of Santa Cruz will be transferred to this program.

ANNIE E. CASEY FOUNDATION JUVENILE DETENTION ALTERNATIVES INITIATIVE: The Probation Department will receive a third year of funding in the amount of \$150,000 to support a training series and activities that allow the department to demonstrate that jurisdictions can establish more effective and cost efficient systems of juvenile detention. These funds will be used to develop educational materials and a training curriculum from the County's juvenile detention policies and practices. In addition, the department will host delegations from other jurisdictions. Funds will also be available to assist the department's capacity to measure and track key indicators associated with juvenile detention reform and to expand and intensify the County's reform strategies.

JUNTOS PARA EL FUTURO: The Probation Department is one of eleven programs across the nation to receive \$250,000 in planning funds from the Robert Wood Johnson Foundation. The purpose of the program is to develop models of juvenile justice system infrastructure to deliver comprehensive and effective adolescent treatment and community reintegration for substance abusing youth. The planning year will include in-depth data collection and analysis regarding youth offenders involved in substance abuse, the services they currently receive, and the effectiveness of those services. Potential funding for four years of implementation will be available after this planning year.

The summary table below outlines program activities in the Juvenile Division:

|   | 1996  | 1997  | 1998  | 1999  | 2000  | 2001  |
|---|-------|-------|-------|-------|-------|-------|
| Referrals                                 | 3,111 | 3,385 | 3,645 | 3,563 | 3,050 | 2,517 |
| Total supervision (average monthly total) | 448   | 610   | 621   | 558   | 401   | 536   |
| Petitions filed                           | 1,433 | 1,526 | 1,610 | 1,760 | 1,622 | 1,639 |
| Juvenile Court Investigations             | 364   | 394   | 343   | 206   | 203   | 151   |

## 2002-03 RECOMMENDED BUDGET

The 2002-03 recommended budget provides for a decrease of \$536,789 in expenditures and a decrease of \$116,584 in revenues, resulting in a decrease in net county cost of \$420,205.

Changes in the budget are primarily due to the loss of the funding from the Santa Cruz Police Department, the expiration of the County Office of Education Drug Suppression Grant, the reduction of the Domestic Violence grant from twelve months to three months, and the County's fiscal constraints due to the loss of utility tax revenues.

### Expenditures

The decrease of \$99,511 in salaries and benefits provides for the deletion of four deputy probation officers (DPOs) and one typist clerk, as specified below.

- s 1.0 Deputy Probation Officer II  
This position is recommended for elimination due to the County's fiscal constraints.
- s 1.0 Deputy Probation Officer II  
This position supervises one of the two limited services caseloads. These cases will be distributed into the remaining caseloads. This position is recommended for elimination due to the County's fiscal constraints.
- s 1.0 Deputy Probation Officer II  
This position was funded by the Department of Child Support Services which is no longer able to finance the position due to reductions in State funding.
- s 1.0 Deputy Probation Officer II  
This position was assigned to the ASSETS grant operated by the Pajaro Valley Prevention and Student Assistance program. The term of the grant will expire on June 30, 2002, and additional funds are not available to continue the position.
- s 1.0 Typist Clerk III  
This position is recommended for elimination due to the County's fiscal constraints.

In addition, only three month's funding is recommended for one Probation Officer II and one Probation Aide funded through the Violence Against Women grant which expires on September 30, 2002. The positions are not recommended for mid-year deletion at this time, because the department anticipates continued funding will be obtained from the Office of Criminal Justice Planning.

The recommended \$417,146 decrease in services and supplies includes moderate decreases in a variety of accounts due to fiscal constraints. Significant recommended reductions include the following:

- The reduction of \$18,052 in supplies is primarily the result of a \$13,324 realignment of expenditures in the Challenge Grant coupled with reductions in other programs.
- The reduction of \$66,383 in management services consists of reductions of \$5,057 for the elimination of the DPO assigned to the Department of Child Support, \$18,331 in indirect costs for the reduction of the Domestic Violence grants and a \$42,995 reduction in indirect costs for the Challenge grant.
- The \$252,832 reduction in professional and special services consists of a number of reductions in response to the County's fiscal constraints including the following:
  - A \$22,795 reduction (12.5%) in the contract with Community Options, reflecting the loss of the County's utility tax revenues. This contract is 100% County funded.
  - A reduction of \$14,614 as the result of the anticipate mid-year expiration of the Domestic Violence grants.
  - A \$57,500 reduction in funding for drug tests related to Proposition 36. Drug testing has primarily been provided this year through agencies contracting with the Health Services Department, and the funds budgeted in the Probation Department have not been utilized. The department believes that testing will be necessary for a small number of participants next year, and \$2,500 is recommended for this purpose.
  - A \$61,296 reduction in Challenge Grant services based on available funding which includes an \$84,753 increase in Mental Health services, a \$90,000 decrease in the cost of evaluation services, and a \$56,000 reduction in miscellaneous services.
- The increase of \$14,638 in rental expenses reflects the cost of two Challenge grant sites in Santa Cruz and Watsonville.
- The \$113,470 reduction in the miscellaneous account reflects the elimination of \$87,071 in prior year encumbrances, an \$18,879 reduction in allowable grant expenditures, and a \$7,520 reduction in the funds allocated in the Challenge grant for recreational supplies.

### Other Charges

The reduction of \$50,755 in other charges reflects the 2001-02 purchase of vehicles, including a large passenger van funded through the JAIBG program.

### Cost Applied

The change in the cost applied figures includes the elimination of \$55,625 previously paid by the Department of Child Support Services for an assigned Probation Officer, a \$204 reduction in costs transferred to the Health Services Agency for the Mentally Ill Offender grant, and a reduction in the amount of \$29,900 for reimbursements to the department for TANF expenses in the Challenge Grant.

### Fixed Assets

No fixed assets are recommended.

### Revenues

The recommended reduction in revenues of \$116,584 consists of the following significant changes:

- A \$37,444 increase in funding from the Proposition 36 Trust Fund, reflecting the full-year status of the program and the mid-year reclassification of a probation aide to a deputy probation officer.
- The \$102,356 reduction in the State Criminal Justice account reflects the anticipated mid-year expiration of the Domestic Violence grant and the loss of reimbursement from the County Office of Education grant.
- The \$44,457 reduction in the State Corrections account reflects a reduction in Challenge grant funding.
- The \$66,351 increase in the State Mandated Cost Reimbursement account reflects SB 90 reimbursements for Domestic Violence treatment and case management services.
- The \$31,792 reduction in Supplemental Law Enforcement Services (SLESF) funding indicates reduced state funding for services in the Community Accountability Program.
- The \$166,292 increase in the Federal-Other account reflects the Title IV-E federal funding received for staff time studies for reimbursable foster care activities.
- The \$30,000 reduction in Probation Services Fees is based on estimated and actual revenues. Judges are imposing fewer and reduced fees.
- The \$163,266 reduction in Other Local Financial Assistance reflects the expiration of the ASSETS grant and a reduction in the Casey Foundation revenues. The remaining \$177,278 consists of revenue from the City of Watsonville to partially fund one deputy probation officer and \$150,000 from the Annie E. Casey Foundation.

## STAFFING

| POSITION                      | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm. | Recomm<br>Change |
|-------------------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|
| PROBATION                     |                 |                    |                    |                  |                    |                    |                  |
| Account Clerk                 | BB/AT           | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Admin. Aide                   | MM              | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00             |
| Admin Svcs Manager            | B1              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Group Supervisor II*          | BUBN            | 0.00               | 0.00               | 0.00             | 0.00               | 0.00               | 0.00             |
| Asst. Chief Probation Officer | UZ              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Asst. Division Director       | N7              | 3.00               |                    | 3.00             | 3.00               | 3.00               | 0.00             |
| Chief Prob Officer            | SR              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Clerk II                      | KB              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Dept. Data Process. Coord.    | XE              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Dep Prob Ofcr II **           | E5/E6           | 53.00              | 1.00               | 54.00            | 52.00              | 50.00              | (3.00)           |
| Dep Prob Ofcr III             | E4              | 16.00              |                    | 16.00            | 16.00              | 16.00              | 0.00             |
| Probation Aide                | E7              | 9.00               | (1.00)             | 8.00             | 8.00               | 8.00               | (1.00)           |
| Prob Div Director             | LV              | 2.00               |                    | 2.00             | 2.00               | 2.00               | 0.00             |
| Secretary                     | BM              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Sr. Account Clerk             | FH              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Sr. Account. Technician       | JL              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Sr. Receptionist              | KX              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Typist Clerk II               | J8/J7           | 6.00               |                    | 6.00             | 6.00               | 6.00               | 0.00             |
| Typist Clerk III              | J9              | 9.00               |                    | 9.00             | 9.00               | 8.00               | (1.00)           |
| Accounting Technician         | CH7             | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| TOTAL                         |                 | 111.00             | 0.00               | 111.00           | 109.00             | 106.00             | (5.00)           |

\*The Group Supervisor II added in the 2001-02 budget was inadvertently shown in the Auditor's Final Budget in the 574000 Probation rather than the 572000 Juvenile Hall Staffing Chart. It is shown in the Juvenile Hall staffing chart for purposes of position control.

\*\* The DPO II added effective January 1, 2002 last year for the Proposition 36 program was shown in the chart as a .5 position. The remaining .5 of the position is being shown in the Allowed column because of its full-time status for purposes of position control. In addition, a DPO II added in the 2001-02 Budget to establish an additional limited services caseload was inadvertently omitted from the staffing chart, and is being shown for purposes of position control.

## INDEX CODE 576000 - STATE CORRECTIONAL SCHOOLS

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Other Charges                   | 250,000           | 155,000                 | 239,100                        | 275,000              | 155,000              | 0                                  |
| <b>TOTAL EXPEND</b>             | \$ 250,000        | \$ 155,000              | \$ 239,100                     | \$ 275,000           | \$ 155,000           | 0                                  |
| Less: Revenue                   | \$ 0              | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0                 | 0                                  |
| <b>NET COUNTY COST</b>          | <u>\$ 250,000</u> | <u>\$ 155,000</u>       | <u>\$ 239,100</u>              | <u>\$ 275,000</u>    | <u>\$ 155,000</u>    | <u>0</u>                           |

This budget unit provides payment for the care of juveniles who are committed to the California Youth Authority (CYA) pursuant to Sections 731 and 912 of the Welfare and Institutions Code. Juveniles are committed to the Youth Authority only after all local resources have been exhausted in attempting to bring about their rehabilitation.

The County is charged \$150 per month for the care of each juvenile under the supervision of CYA. Additionally, the Youth Authority categorizes committing offenses by severity on a scale of from one (most serious) through seven (least serious). The County is charged the full cost of care, \$34,320 annually, for those wards committed for category seven offenses. The County is charged 75% of the full cost of care for wards committed for category six offenses, and 50% of the full cost of care for wards committed for category five offenses.

### 2002-03 RECOMMENDED BUDGET

Costs in this budget unit are quite variable depending on the number of juveniles committed to CYA by the Courts and the juveniles' offense categories and lengths of stay. Due to the County's fiscal constraints, and based on expenditure levels in the past five prior years, the 2002-03 recommended budget provides for no change in expenditures or revenues, and no resultant change to net county cost.

## INDEX CODE 577000 - CARE OF COURT WARDS

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Services & Supplies             | 20,504            | 25,740                  | 54,387                         | 25,740               | 25,740               | 0                                  |
| Other Charges                   | 135,374           | 200,000                 | 202,349                        | 200,000              | 200,000              | 0                                  |
| <b>TOTAL EXPEND</b>             | <b>\$ 155,878</b> | <b>\$ 225,740</b>       | <b>\$ 256,736</b>              | <b>\$ 225,740</b>    | <b>\$ 225,740</b>    | <b>0</b>                           |
| Less: Revenue                   | <b>\$ 18,301</b>  | <b>\$ 15,000</b>        | <b>\$ 10,630</b>               | <b>\$ 11,000</b>     | <b>\$ 15,000</b>     | <b>0</b>                           |
| <b>NET COUNTY COST</b>          | <b>\$ 137,577</b> | <b>\$ 210,740</b>       | <b>\$ 246,106</b>              | <b>\$ 214,740</b>    | <b>\$ 210,740</b>    | <b>0</b>                           |

The Welfare & Institutions Code allows the Juvenile Court to remove children from the custody of their parents for placement in foster homes and institutions, County-operated camps, ranches and schools, or the California Youth Authority. The Welfare and Institutions Code also allows the County to collect reimbursement for these children if the money is collectible. The Care of Court Wards budget provides funding for these placements. This budget also funds diagnostic services offered by the California Youth Authority and purchases treatment for juvenile sex offenders. Currently, Santa Cruz County contracts with four other counties for ranch/camp placements.

This budget continues to be threatened by a change in the Immigration and Naturalization Services (INS) policy regarding the granting of PRUCOL status (Permanently Residing Under Color of Law) to undocumented minors in custody. PRUCOL status previously made undocumented minors eligible for federal and state funding for foster care reimbursement. The County has engaged in a variety of efforts to retain PRUCOL status for undocumented minors, but that status remains uncertain at this time. An unfavorable resolution of this issue would have significant budgetary repercussions for the County.

Although the department has implemented strenuous cost controlling and preventive measures, the County's ability to control these costs remains limited since only the Juvenile Court can order placements.

|                        | 1998-99<br>Actual | 1999-00<br>Actual | 2000-01<br>Actual | 2001-02<br>Est/Act |
|------------------------|-------------------|-------------------|-------------------|--------------------|
| Ranch-camp commitments | 25                | 17                | 13                | 19                 |

### 2002-03 RECOMMENDED BUDGET

Costs in this budget unit are quite variable. In response to the County's fiscal constraints, the 2002-03 recommended budget provides for no change in expenditures or revenues, with no change to net county cost.

**PUBLIC DEFENDER**  
**Main Contractor: Larry Biggarn**  
Unit Number: 591000

Fund: General  
Function: Public Protection  
Activity: Judicial

| Financing Use<br>Classification | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Services & Supplies             | 5,350,785         | 5,906,519               | 5,698,818                      | 6,021,110            | 6,021,110            | 114,591                            |
| <b>TOTAL EXPEND</b>             | \$ 5,350,785      | \$ 5,906,519            | \$ 5,698,818                   | \$ 6,021,110         | \$ 6,021,110         | \$ 114,591                         |
| <b>Less: Revenue</b>            | \$ 370,269        | \$ 233,800              | \$ 316,046                     | \$ 135,000           | \$ 135,000           | \$ (98,800)                        |
| <b>NET COUNTYCOST</b>           | \$ 4,980,516      | \$ 5,672,719            | \$ 5,382,772                   | \$ 5,886,110         | \$ 5,886,110         | \$ 213,391                         |

The Public Defender provides mandated legal representation for indigent persons in criminal and certain types of civil court proceedings. The Public Defender budget provides for a main contract with the firm of Biggam, Christensen and Minsloff, and two conflicts contracts. The Public Defender main contract is currently a four year agreement which expires June 30, 2005. The conflicts contracts expire June 30, 2004. This index also provides funds for defense counsel appointed by the Court in cases of conflict with the Public Defender contract firms and also provides funds for investigation costs, expert witnesses and other related indigent defense services, including extraordinary defense costs required in capital or death penalty cases.

#### Workload Indicators

The table provides Public Defender workload statistics for the total number of cases and the number of felony cases for both the Main Public Defender Contractor and the two Conflicts Contractors.

| <u>Item</u>                           | 1998-99<br><u>Actual</u> | 1999-00<br><u>Actual</u> | 2000-01<br><u>Actual</u> | 2001-02<br><u>Est/Act</u> |
|---------------------------------------|--------------------------|--------------------------|--------------------------|---------------------------|
| <u>Total Cases*</u>                   | 14,515                   | 12,535                   | 12,085                   | 12,856                    |
| <u>Felony Only*</u>                   | 2,154                    | 3,059                    | 2,938                    | 3,285                     |
| *Includes probation violations-MainPD |                          |                          |                          |                           |
| <u>Main Contractor</u>                |                          |                          |                          |                           |
| Total Cases                           | 12,405                   | 10,634                   | 10,241                   | 11,088                    |
| Felony Only                           | 1,719                    | 2,461                    | 2,325                    | 2,617                     |
| <u>Conflicts Contractors</u>          |                          |                          |                          |                           |
| Total Cases                           | 2,110                    | 1,901                    | 1,844                    | 1,768                     |
| Felony Only                           | 435                      | 598                      | 613                      | 668                       |

The Public Defender caseload is impacted by several factors as a result of statutory changes and case law. In addition, the Superior Court has adopted changes in court calendars which affect the workload of the Public Defender. These changes, such as the implementation of a Domestic Violence Court, Drug Court, Proposition 36 Drug Court, and additional calendars for juvenile and adult services in Watsonville, are responsive to community and justice system needs but do present logistical challenges for the public defenders. Although the number of cases in the system generally remains constant, the reallocation of these cases to separate and specialized calendars requires the reallocation of defense resources to ensure adequate representation for defendants.

## 2001-02 RECOMMENDED BUDGET

### EXPENDITURES

#### MAIN PUBLIC DEFENDER CONTRACT

The recommended budget provides for a decrease in the Main Public Defender Contract of (\$101,166) for 2002-03 as part of a restructuring of the contract amounts for the Main Public Defender Agreement. The restructuring includes a one year extension.

The Main Public Defender Contract provides representation for approximately 80% of the County's indigent caseload -- approximately 11,000 cases for 2001-02. The existing agreement for Main Public Defender services which is with the law firm of Biggam, Christensen and Minsloff had an original term of four years and now runs through 2004-05. At this time we have reached agreement with the Main Public Defender for a one year extension of the existing agreement and reductions in the contract amounts for 2002-03, 2003-04 and 2004-05. The recommended agreement extends the term of the agreement through 2005-06.

The table which follows provides a comparison of the current agreement and the proposed agreement.

| <u>Year</u> | <u>Current Contract</u> | <u>Recom. Contract</u> | <u>Change</u> |
|-------------|-------------------------|------------------------|---------------|
| 2001-02     | \$ 3,871,700            | NA                     |               |
| 2002-03     | 4,065,284               | \$ 3,964,118           | \$ (101,166)  |
| 2003-04     | 4,309,202               | 4,165,284              | (143,918)     |
| 2004-05     | 4,589,300               | 4,445,382              | (143,918)     |
| 2005-06     | NA                      | 4,725,480              |               |

#### CONFLICTS CONTRACTS

The recommended budget provides for an increase of \$49,884, which is the contractually approved 4% increase associated with contracts with two public defender conflict of interest firms. These contracts terminate June 30, 2004. A proposed plan for reductions to the conflicts contracts is under review. A further report will be provided as a part of the supplemental budget report.

### Supplies

The recommended budget provides for a \$15,000 increase in discovery charges that the Office of the District Attorney charges to the Main PD and the conflicts firms. Improved billing practices have resulted in more accurate charges being assessed to the defense firms.

### PROFESSIONAL AND SPECIAL SERVICES

The recommended budget includes a \$42,701 reduction in funds for professional and special services based on a financial analysis of prior years expenditures for fourth party court appointed counsel and related investigation expenses, expert witnesses, and other scientific analysis. These costs fluctuate annually primarily due to the number of serious felonies and multiple defendant cases.

### DEATH PENALTY/ EXTRAORDINARY CASE COSTS

There are currently eight life without the possibility of parole cases pending, which is an increase from two cases that were projected for last fiscal year. Appropriations in the amount of \$380,000 have been maintained at the same level as last year to pay for the anticipated increased costs for appointed counsel, investigation, and expert witnesses associated with these cases. The trials are anticipated to begin in 2002-03.

### REVENUES

The Recommended Budget provides for a total of \$135,000 in revenue including reimbursement for charges for public defender services from the \$25 registration fee which is charged upon appointment (\$40,000) and fees for service at the conclusion of cases (\$35,000). The budget also includes an anticipated \$15,000 increase in State reimbursement for certain mandated defense costs. There is also a \$83,800 reduction in Court reimbursement due to the elimination of the conflict firms' representation for parents in child dependency actions which became effective as of September 1, 2001.

## Expenditure and Revenue Summary by Sub-Object - Index 591000

| Financing Use<br>Classification | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03   | Change<br>from 2001-<br>02 Approp. |
|---------------------------------|-------------------------|--------------------------------|----------------------|---------------------|------------------------------------|
| Supplies                        | 15,000                  | 30,000                         | 30,000               | 30,000              | 15,000                             |
| Prof & Spec                     | 392,701                 | 300,000                        | 350,000              | 350,000             | (42,701)                           |
| Pub Def Conflicts               | 1,247,108               | 1,247,108                      | 1,296,992            | 1,296,992           | 49,884                             |
| Public Def Main                 | 3,871,710               | 3,871,710                      | 3,964,118            | 3,964,118           | 92,408                             |
| Public Def- Special             | 380,000                 | 250,000                        | 380,000              | 380,000             | 0                                  |
| Total                           | <u>\$ 5,906,519</u>     | <u>\$ 5,698,818</u>            | <u>\$ 6,021,110</u>  | <u>\$ 6,021,110</u> | <u>\$ 114,591</u>                  |
| <b>Revenues</b>                 |                         |                                |                      |                     |                                    |
| St- Trial Ct                    | 83,800                  | 80,046                         | 0                    | 0                   | (83,800)                           |
| St-Mandated Costs               | 45,000                  | 170,000                        | 60,000               | 60,000              | 15,000                             |
| Pub Def Fees                    | 60,000                  | 30,000                         | 35,000               | 35,000              | (25,000)                           |
| Pub Def Fees- \$25              | 45,000                  | 36,000                         | 40,000               | 40,000              | (5,000)                            |
| Total                           | <u>233,800</u>          | <u>316,046</u>                 | <u>135,000</u>       | <u>135,000</u>      | <u>(98,800)</u>                    |
| Net County Cost                 | <u>5,672,719</u>        | <u>5,382,772</u>               | <u>5,886,110</u>     | <u>5,886,110</u>    | <u>213,391</u>                     |

**DEPARTMENT OF PUBLIC WORKS**  
**Thomas L. Bolich, Director of Public Works**  
Unit Number: 60/10/00

Fund: Public Works  
Function: Public Ways & Facilities  
Activity: Public Ways

| Requirements                   | Actual<br>2000-01    | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03    | Change From<br>2001-02<br>Approp. |
|--------------------------------|----------------------|-------------------------|--------------------------------|----------------------|----------------------|-----------------------------------|
| <b>Appropriations</b>          |                      |                         |                                |                      |                      |                                   |
| <b>Salaries &amp; Benefits</b> | \$ 15,520,492        | \$ 20,198,158           | \$ 16,543,560                  | \$ 21,036,809        | \$ 21,036,809        | \$ 838,651                        |
| <b>Services &amp; Supplies</b> | 410,448              | 1,216,236               | 505,000                        | 1,200,000            | 1,200,000            | (16,236)                          |
| <b>Other Charges</b>           | 4,762,451            | 9,417,096               | 5,600,000                      | 9,864,720            | 9,864,720            | 447,624                           |
| <b>Fixed Assets</b>            | 353,841              | 0                       | 595,786                        | 381,100              | 381,100              | 381,100                           |
| <b>Total</b>                   | \$ 21,047,232        | \$ 30,831,490           | \$ 23,244,346                  | \$ 32,482,629        | \$ 32,482,629        | \$ 1,651,139                      |
| <b>Reserve</b>                 | 0                    | 692,768                 | 0                              | 0                    | 0                    | (692,768)                         |
| <b>Total Requirements</b>      | <u>\$ 21,047,232</u> | <u>\$ 31,524,258</u>    | <u>\$ 23,244,346</u>           | <u>\$ 32,482,629</u> | <u>\$ 32,482,629</u> | <u>\$ 958,371</u>                 |
| <b>Available Funds</b>         |                      |                         |                                |                      |                      |                                   |
| <b>Fund Balance Avail.</b>     | \$ 462,103           | \$ 67,706               | \$ 67,706                      | \$ 1,879,681         | \$ 1,879,681         | \$ 1,811,975                      |
| <b>Cancel Reserve</b>          | (239,924)            | 738,901                 | 738,901                        | 0                    | 0                    | (738,901)                         |
| <b>Revenues</b>                | 20,892,759           | 30,717,651              | 24,317,420                     | 30,602,948           | 30,602,948           | (114,703)                         |
| <b>Total</b>                   | <u>\$ 21,114,938</u> | <u>\$ 31,524,258</u>    | <u>\$ 25,124,027</u>           | <u>\$ 37,482,629</u> | <u>\$ 32,482,629</u> | <u>\$ 958,371</u>                 |
| <b>Positions</b>               |                      | 289.00                  | 295.00                         | 308.00               | 308.00               | 19.00                             |

The Department of Public Works is responsible for administration, engineering, maintenance and construction of the County's roads, bridges, bikeways, sanitation, drainage, and flood control facilities, and solid waste disposal services and programs. The department administers the real property, surveyor, and development review programs, as well as manages various Board-governed special districts and County road and sanitation service areas.

Expenditures for salaries and benefits, inventory, department and division overhead and equipment are expended through an Internal Service Fund, Index No. 601000. The table above reflects the 2002-03 DPW Internal Service Fund budgeted appropriations total of \$32,482,629. The Internal Service Fund is reimbursed for these costs through the application of labor rates, inventory charges, overhead rates and equipment rates from the various "customers" requiring services from the department. Customers include the Road Fund, the autonomously governed County Sanitation District, the Redevelopment Agency, the General Fund, and various Board of Supervisors governed special districts and County service areas. The Department of Public Works customer budgets recommended for 2002-03 total appropriations of \$140,642,281.

The proposed budget reflects an ongoing effort to rebuild critical components of the County's aging infrastructure, involving road resurfacing, culvert replacement, and bridge reconstruction and seismic reinforcement, as well as various sanitation inflow and infiltration reduction projects and critical flood control/levee repair projects. Unfortunately, as a result of reduced revenues due to the March 2002 repeal of the Utility Tax (Measure L) and the loss of some transportation-related grant sources, this year the Pavement Management Program will see a \$2 million reduction in the General Fund contribution. This will allow Public Works to repair and resurface some 24 miles of roadway, as opposed to over 60 miles resurfaced this year. Fiscal year 2002-03 programmed projects are listed in detail in the Road, Redevelopment Agency, Sanitation Districts and Drainage

Districts budgets. The Public Works budget also includes the County's Parking Citation Program, improvements to the County landfill, expanded recycling programs, and continuing Public Works' participation in the Juvenile Hall Weekend Work Program.

New to this year's budget is funding to implement the National Pollutant Discharge Elimination System (NPDES) permit program which regulates the discharge of pollutants to waters in the United States. The County of Santa Cruz is required to comply with NPDES regulations and obtain a storm water Phase II permit from the State Water Resources Control Board by March of 2003. A storm water management program (SWMP) must be developed as part of the NPDES permit application. The purpose of the program is to protect water quality and reduce the discharge of pollutants, to the maximum extent practicable, of runoff into our groundwater, creeks, rivers, and the Monterey Bay. The Department of Public Works will develop the SWMP in cooperation with other County departments including the Planning, Environmental Health, General Services, and Parks, Open Space and Cultural Services Departments.

### STAFFING AND ORGANIZATION

The Department of Public Works has four major divisions: Transportation, Development Services, Special Services, and Administration. The proposed budget recommends a net change in departmental staffing of an additional nineteen positions. Six positions were authorized mid-year to staff the construction and demolition program at the Buena Vista Landfill. Three positions are recommended to be transferred, along with responsibility for their related programs, from the Planning Department: two related to water resources services, and one position to administer the County's abandoned vehicle program. Four new positions in Water and Wastewater Operations, four in Refuse Disposal Operations, and two in Road Maintenance are also recommended. Two of these new positions involve apprentice/training placements in our Refuse Disposal Operations and Road Maintenance sections as part of the department's ongoing efforts to expand eligibility and promote diversity in these non-traditional roles. Detailed explanations for these staffing changes are included in the division budget narratives.

### DEPARTMENT ADMINISTRATION

Department Administration provides direction for the activities of the department including associated clerical support and central record keeping, and staff support to the Board of Directors of the Santa Cruz County Sanitation District. The staffing changes below reflect the deletion of a .5 FTE Senior Board Clerk and the addition of a .5 FTE Typist Clerk III. This change will more accurately reflect the types of work and services needed to administer the Santa Cruz County Sanitation District.

### STAFFING

| Position                 | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|--------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Director of Public Works | 4A           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Asst Dir Public Works    | 8A           | 3.00            | 0.00            | 3.00          | 3.00            | 3.00            | 0.00           |
| Director of Admin Svcs   | YS           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Dept Admin Analyst/Asst  | PM/M8        | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Typist Clerk III         | JF           | 3.00            | 0.00            | 3.00          | 3.50            | 3.50            | 0.50           |
| Typist Clerk II          | J8/J7        | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Records Clerk            | FB           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Sr Board Clerk           | JJ           | 1.00            | 0.00            | 1.00          | 0.50            | 0.50            | (0.50)         |
| <b>Total</b>             |              | <b>12.00</b>    | <b>0.00</b>     | <b>12.00</b>  | <b>12.00</b>    | <b>12.00</b>    | <b>0.00</b>    |

## **ADMINISTRATIVE SERVICES DIVISION**

The Administrative Services Division is responsible for department-wide functions and includes the following seven organizational units: Fiscal, Management Information Systems, Program Administration, Personnel, Safety, Fleet and Equipment Maintenance, and Real Property.

### **FISCAL**

The Fiscal unit is responsible for coordinating, performing, and managing the fiscal and accounting activities of the department. The recommended staffing includes converting the limited term Accountant III to a permanent position. The position has been vacant the last two fiscal years and has proved to be impossible to fill due to its limited term status. As a result, the department has had to hire outside consultants to prepare financial statements and is experiencing a lack of resources to address accounting responsibilities, including training and coordination with program managers relating to the department's cost accounting function.

### **STAFFING**

| <b>Position</b>      | <b>Salary Range</b> | <b>2001-02 Allowed</b> | <b>Mid Year Change</b> | <b>2001-02 Total</b> | <b>2002-03 Request</b> | <b>2002-03 Recornrn.</b> | <b>Recomrn. Change</b> |
|----------------------|---------------------|------------------------|------------------------|----------------------|------------------------|--------------------------|------------------------|
| Deptl Fiscal Officer | T9                  | 1.00                   | 0.00                   | 1.00                 | 1.00                   | 1.00                     | 0.00                   |
| Accountant III       | 61                  | 2.00                   | 0.00                   | 2.00                 | 2.00                   | 2.00                     | 0.00                   |
| Sr Accounting Tech   | JL                  | 2.00                   | 0.00                   | 2.00                 | 2.00                   | 2.00                     | 0.00                   |
| Sr Account Clerk     | JF                  | 4.00                   | 0.00                   | 4.00                 | 4.00                   | 4.00                     | 0.00                   |
| <b>Total</b>         |                     | <b>9.00</b>            | <b>0.00</b>            | <b>9.00</b>          | <b>9.00</b>            | <b>9.00</b>              | <b>0.00</b>            |

## **MANAGEMENT INFORMATION SYSTEMS**

The Management Information Systems unit is responsible for managing and providing technical support and training for the department's computer systems, network and related equipment, development of automation applications and coordination, preparation and administrative support for the department's budget and Capital Improvement Program, and coordinating the development of Geographic Information System (GIS) data specific to Public Works including the pavement management system, sanitation sewer pipe system and flow modeling, and mapping of storm drains and culverts.

### **STAFFING**

| <b>Position</b>           | <b>Salary Range</b> | <b>2001-02 Allowed</b> | <b>Mid Year Change</b> | <b>2001-02 Total</b> | <b>2002-03 Request</b> | <b>2002-03 Recornrn.</b> | <b>Recomrn. Change</b> |
|---------------------------|---------------------|------------------------|------------------------|----------------------|------------------------|--------------------------|------------------------|
| Admin Services Officer II | PR                  | 1.00                   | 0.00                   | 1.00                 | 1.00                   | 1.00                     | 0.00                   |
| Dept Info Syst Anlst/Spec | 61/KL               | 1.00                   | 0.00                   | 1.00                 | 1.00                   | 1.00                     | 0.00                   |
| Sr Dept Info System Anlst | C4                  | 2.00                   | 0.00                   | 2.00                 | 2.00                   | 2.00                     | 0.00                   |
| <b>Total</b>              |                     | <b>4.00</b>            | <b>0.00</b>            | <b>4.00</b>          | <b>4.00</b>            | <b>4.00</b>              | <b>0.00</b>            |

## PROGRAM ADMINISTRATION

The Program Administration unit is responsible for 44 Road, Lighting, and Sanitation County Service Areas (CSA) including budget preparation, administration and coordination of work programs. This unit is also responsible for CSA benefit assessment and service charge proceedings, including Proposition 218 elections, coordination and updating of the County's comprehensive Traffic Control Device Inventory, claims investigations, litigation research and administering the Abandoned Vehicle Abatement program. The unit coordinates the department emergency operations center response efforts and provides backup for the Office of Emergency Services (OES) administrator as it relates to on-call emergency response duties, and in conjunction with the Management Information Systems unit, coordinates the preparation of the department's budget. Staffing changes in this unit reflect the transfer of a Planning Technician from the Planning Department to administer the Abandoned Vehicle Abatement program, which will be managed by this unit.

### STAFFING

| Position               | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Sr Deptl Admin Analyst | LL           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Planning Technician    | FX           | 0.00            | 1.00            | 1.00          | 1.00            | 1.00            | 1.00           |
| Asst. Dept Admin Anlst | M8           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Program Coordinator    | BV           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Total                  |              | 3.00            | 1.00            | 4.00          | 4.00            | 4.00            | 1.00           |

### SAFETY

The Safety unit is responsible for planning, developing, implementing, and coordinating Public Works equipment and work site safety programs and procedures, on-going training of Public Works staff, auditing for Cal/OSHA compliance, accident investigation/prevention, coordinating with the Personnel Department on the Department of Transportation Drug and Alcohol Testing Program, and dispatching Public Works crews while assisting the public in response to emergencies. This unit also coordinates and manages the Live Oak Parking Program, and is responsible for insuring that Public Works' employees are properly trained and assessed in conformance with Cal/OSHA requirements in the safe operation of equipment. Staffing changes reflected below are the result of a mid-year reclassification of a 1.0 FTE Parking Program Coordinator position to a 1.0 FTE Program Coordinator.

### STAFFING

| Position              | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|-----------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Pub Wks Safety Spec   | PL           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00           |
| Pub Wks Dispatcher    | DD           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Parking Program Coord | LC           | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00            | (1.00)         |
| Program Coordinator   | BV           | 0.00            | 1.00            | 1.00          | 1.00            | 1.00            | 1.00           |
| Total                 |              | 4.00            | 0.00            | 4.00          | 4.00            | 4.00            | 0.00           |

## FLEET AND EQUIPMENT MAINTENANCE

The Fleet and Equipment Maintenance unit is responsible for the preventive maintenance, repair and rebuilding of all road, drainage and sanitation equipment within the Public Works equipment fleet. In addition, this unit is responsible for the purchase of materials, tools, and mobile equipment and the maintenance and replacement of the department's fuel storage facilities.

The Fleet and Equipment Maintenance unit is financed through two sources: rental rates for the Public Works equipment fleet and direct billing for work performed on the equipment owned by outside agencies or other County departments.

### STAFFING

| Position                | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|-------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Asst Pub Wks Supt       | DC           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Supvr Hvy Equip Mech    | XA           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Hvy Equip Mechanic II/I | F9/JJ        | 8.00            | 0.00            | 8.00          | 8.00            | 8.00            | 0.00           |
| Parts Clerk             | KC           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| <b>Total</b>            |              | <b>11.00</b>    | <b>0.00</b>     | <b>11.00</b>  | <b>11.00</b>    | <b>11.00</b>    | <b>0.00</b>    |

## REAL PROPERTY

The Real Property unit is responsible for the acquisition, disposition and management of County-owned real property and leases of real property. Property management activities include rents and leases of property (both by and for the County), sales of excess property, property acquisition, maintenance of a real property inventory, and physical maintenance of certain County-owned real property.

Services are financed on the basis of the cost of services to the General Fund, Road Fund, Sanitation, Redevelopment Agency and Special Districts. The cost to the General Fund is reflected in Index No. 621901 (Real Property).

### STAFFING

| Position                 | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|--------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Chf Real Property Agent  | P4           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Real Property Agent/Asst | 61/H1        | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00           |
| <b>Total</b>             |              | <b>3.00</b>     | <b>0.00</b>     | <b>3.00</b>   | <b>3.00</b>     | <b>3.00</b>     | <b>0.00</b>    |

## PERSONNEL

The Personnel unit is responsible for recruitment, examination, outreach, and hiring of 53 classifications unique to Public Works, provides staff support in handling departmental personnel employee relations, disciplinary issues, coordinating training for employee development, and processing all personnel, benefits, and payroll-related transactions. Staffing changes reflected below are the result of a mid-year reclassification (title change) of a 1.0 FTE Agency Personnel Officer position to a 1.0 FTE Senior Personnel Analyst.

## STAFFING

| Position                  | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|---------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Agency Personnel Off      | UI           | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00            | (1.00)         |
| Sr. Personnel Analyst     | UJ           | 0.00            | 1.00            | 1.00          | 1.00            | 1.00            | 1.00           |
| Assoc Personnel Anal/Asst | UF/UC        | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Personnel Tech            | JJ           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Personnel Payroll Clerk   | FN           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00           |
| <b>Total</b>              |              | <b>5.00</b>     | <b>0.00</b>     | <b>5.00</b>   | <b>5.00</b>     | <b>5.00</b>     | <b>0.00</b>    |

## TRANSPORTATION DIVISION

The Transportation Division is responsible for the planning, design, and maintenance of the County's roadway system, as well as Redevelopment, special districts, signalization and bikeway projects. The division is also responsible for transportation planning, traffic engineering, bridges, implementation of the County's Pavement Management Program (PMP), the maintenance and operation of the County's 600-mile roadway network, encroachments and utility coordination. This division is divided into five organizational units: Transportation and Road Planning Engineering, Road Design Engineering, Pavement Management/Road Operations Engineering, Redevelopment Engineering, and Road Maintenance.

The costs of services of this division are allocated to each project based on time and resources used. The costs to the General Fund for the services of this division are reflected in Index No. 621904 - Transportation Planning and Traffic Engineering.

## TRANSPORTATION AND ROAD PLANNING ENGINEERING

The Transportation and Road Planning Engineering unit is responsible for overseeing transportation and roadside improvements associated with public and private development projects, including the review of traffic impact studies and required mitigation, the development of plan lines and right-of-way requirements, and staffing the Engineering Review Group (ERG). This unit also assists with the design and implementation of selected capital improvement projects throughout the county, some of which are designed in the department, with others designed through an engineering consultant.

This unit is also responsible for traffic engineering, traffic operations, and the highway safety program. Staff conduct studies to determine the need for additional traffic control devices and markings, design improvements, review accident statistics, recommend ordinance revisions, and assist the public and other agencies with traffic concerns. The unit is responsible for issuing work orders to the road crews for installing traffic signs and road striping on all County maintained roadways, and for managing the traffic signal maintenance contract with the County's contractor.

Additionally, this unit assists in the preparation of the Capital Improvement Program (CIP) budget and in drafting various grant applications related to financing the County's roadway improvement projects, the review and processing of petitions for road bumps and other neighborhood traffic calming measures, and the processing of building permit and discretionary permit applications for traffic issues and impact fee calculations.

## STAFFING

| Position              | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|-----------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Senior Civil Engineer | NK           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Civil Engr/Assoc/Asst | NM/NH/VK/NB  | 3.00            | 0.00            | 3.00          | 3.00            | 3.00            | 0.00           |
| Sr Engineering Assoc  | c 4          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Total                 |              | 5.00            | 0.00            | 5.00          | 5.00            | 5.00            | 0.00           |

## ROAD DESIGN ENGINEERING

The Road Design Engineering unit is responsible for preliminary project environmental assessments, interpretation of survey data, emergency roadway and bridge engineering in the event of disaster, preparation of Federal Emergency Management Agency (FEMA) and Office of Emergency Services (OES) documents, and the preparation of final plans, specifications and cost estimates for various road, bridge, bikeway and transportation construction projects. Staff also coordinates project designs with the State, cities, Regional Transportation Commission, the Army Corps of Engineers, neighborhood associations, Fish and Wildlife, utility companies, consultants, other County departments, and other units within the Department of Public Works. A continuing assignment for this unit is the development of environmental enhancement projects within the framework of the existing road and bridge project list as it relates to the 4(d) Rule (sedimentation controls related to fish habitat) from the National Marine Fisheries Service.

Staffing changes in this unit reflect the transfer of an Urban Designer to the Pavement Management/Road Operations Engineering unit.

## STAFFING

| Position                  | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|---------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Sr Civil Engineer         | NK           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Civil Engr/Assoc/Asst/Jr  | NM/NH/VK/NB  | 5.00            | 0.00            | 5.00          | 5.00            | 5.00            | 0.00           |
| Engineering Tech III/II/I | H3/BG/DS     | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Urban Designer            | YK           | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00            | (1.00)         |
| Total                     |              | 8.00            | (1.00)          | 7.00          | 7.00            | 7.00            | (1.00)         |

## PAVEMENT MANAGEMENT/ROAD OPERATIONS ENGINEERING

The Pavement Management/Road Operations Engineering unit is responsible for managing and updating the Pavement Management Program, and for providing general engineering assistance and support to the Road Maintenance field division. Responsibilities include determination of the need for roadway, bridge or road drainage operational improvements through various studies and designs, preparation of plans and specifications for the County's annual resurfacing projects (seal coats, overlays, etc.), consideration of possible grant applications and funding sources related to Road Operations needs, and assisting the public and other agencies with public works road maintenance operations. As a result of reduced General Fund revenue due to the March 2002 repeal of the Utility Tax (Measure L) and reduced levels of state and federal grants targeted for road rehabilitation, this unit will be challenged to maximize its maintenance efforts to preserve our

existing roadway infrastructure. A continuing assignment for this unit is the implementation of the 4(d) Rule through training for Road Maintenance staff and developing criteria for sedimentation control measures related to road work and landslide repairs in and adjoining riparian corridors. Changes in this unit reflect the transfer of an Urban Designer from the Road Design Engineering unit to this unit.

The Permit Engineering sub-unit is responsible for the approval, issuance, and inspection of encroachment, transportation, and driveway permits, and act as liaison with County departments in these areas.

#### STAFFING

| Position              | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|-----------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Senior Civil Engineer | NK           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Civil Engr/Assoc/Asst | NM/NH/VK/NB  | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00           |
| Engineering Associate | MX           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00           |
| Engineering Aide II/I | WF/JF        | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Urban Designer        | YK           | 0.00            | 1.00            | 1.00          | 1.00            | 1.00            | 1.00           |
| <b>Total</b>          |              | <b>6.00</b>     | <b>1.00</b>     | <b>7.00</b>   | <b>7.00</b>     | <b>7.00</b>     | <b>1.00</b>    |

#### REDEVELOPMENT AGENCY ENGINEERING

The Redevelopment Agency (RDA) Engineering unit is responsible for coordinating the design, construction and Public Works administration of various road, roadside and drainage public improvement projects in the Live Oak-Soquel Redevelopment area.

In addition to working with the Redevelopment Agency on conceptual design of projects, community meetings and budgets, this unit performs road, roadside and drainage preliminary designs for the RDA. It is responsible for final project designs, including administration of consultant engineer contracts for the preparation of project plans and cost estimates. This unit is responsible for project specifications and bidding, contract administration and some construction inspection of RDA projects.

In addition, this unit is responsible for coordinating RDA project designs with other Public Works staff, other County, state and regional agencies, utilities and staff in other departments. RDA Engineering staff also provide technical support to the Engineering Review Group and other planners, preparation of plan line studies for the various routes in the Redevelopment Agency area, and review of the Americans with Disabilities Act accessibility regulations for the department.

#### STAFFING

| Position              | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|-----------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Sr Civil Engineer     | NK           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Civil Engr/Assoc/Asst | NM/NH/VK/NB  | 4.00            | 0.00            | 4.00          | 4.00            | 4.00            | 0.00           |
| <b>Total</b>          |              | <b>5.00</b>     | <b>0.00</b>     | <b>5.00</b>   | <b>5.00</b>     | <b>5.00</b>     | <b>0.00</b>    |

## ROAD MAINTENANCE

The Road Maintenance unit is responsible for work on all County maintained roads (600 miles) and equipment and material yards, including pavement maintenance and restoration, bridge repair, yard maintenance, culvert replacement and meeting 4(d) Rule requirements, cribbing, concrete work, bike lane maintenance, litter control along the County's road right-of-way, median landscaping (except in CSA 9E), tree trimming and certain storm drain activities. In addition to ongoing maintenance responsibilities, the road crews will have continued responsibility for repairing storm damage sites from the past several disasters. Staffing changes in this unit reflect the addition of one Public Works Maintenance Worker II/I to augment the County street sweeping program, including meeting future National Pollutant Discharge Elimination System requirements. The addition of an apprenticeship position is recommended to provide the candidate with additional job skills training in the Special Crew section (Signing and Bridge Crew). The training will allow an individual to become more competitive in future recruitments in field operations assignments.

## STAFFING

| Position                | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|-------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Road Superintendent     | DF           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Asst Pub Wks Supt       | DC           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00           |
| Pub Wks Supervisor      | H9           | 6.00            | 0.00            | 6.00          | 6.00            | 6.00            | 0.00           |
| Pub Wks Maint Wkr IV    | CR           | 6.00            | 0.00            | 6.00          | 6.00            | 6.00            | 0.00           |
| Pub Wks Maint Wkr III   | JJ           | 21.00           | 0.00            | 21.00         | 21.00           | 21.00           | 0.00           |
| Pub Wks Maint Wkr II/I  | 85/JF        | 36.00           | 0.00            | 36.00         | 37.00           | 37.00           | 1.00           |
| Apprentice PW Maint Wkr | JF           | 0.00            | 0.00            | 0.00          | 1.00            | 1.00            | 1.00           |
| Building Maint Wkr III  | BK           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Building Maint Wkr II   | R8           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| <b>Total</b>            |              | <b>74.00</b>    | <b>0.00</b>     | <b>74.00</b>  | <b>76.00</b>    | <b>76.00</b>    | <b>2.00</b>    |

## DEVELOPMENT SERVICES DIVISION

The Development Services Division is responsible for the planning, design, maintenance and operations of the County's sanitation facilities. The division is also responsible for the County's surveyor, mapping services and development plan review. This division is divided into three organizational units: Sanitation Engineering, Water and Wastewater Operations, and Surveyor and Development Review Engineering.

The costs of services of this division are allocated to each project based on time and resources used.

## SANITATION ENGINEERING

The Sanitation Engineering unit serves the Santa Cruz County Sanitation District, the Freedom County Sanitation District, the Davenport County Sanitation District and County Service Areas #2, 5, 7, 10, and 20. Sanitation Engineering services include development and engineering of capital improvements, identification and coordination of state and federal financing for sewer projects, reviewing and checking of development plans, reviewing and processing of annexations, issuance

of permits and determination of fees for new sewer construction and connections to main sewer systems, and administration of certain special projects involving the determination and preparation of sewer service charges/assessments and their related reports, infiltration reduction, sewer basin studies, and the coordination of all sanitation programs with the Environmental Health Department and the Regional Water Quality Control Board (RWQCB). The staffing changes in this unit reflect the transfer of a Civil Engineer/Associate/Assistant into the unit from the Water and Wastewater Operations unit. Changes also include transferring an Environmental Programs Coordinator and two Pre-Treatment Program Specialists to the Water and Wastewater Operations unit.

## STAFFING

| Position                  | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|---------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Sr Civil Engineer         | NK           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Civil Engr/Assoc/Asst     | NMINHNWNB    | 2.00            | 1.00            | 3.00          | 3.00            | 3.00            | 1.00           |
| Environ Prog Coord        | C4           | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00            | (1.00)         |
| Sr Eng Assoc/Eng Assoc    | C4/MX        | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Pre-Treat Program Spec    | H3           | 2.00            | (2.00)          | 0.00          | 0.00            | 0.00            | (2.00)         |
| Engineering Tech III/II/I | H3/BG/DS     | 4.00            | 0.00            | 4.00          | 4.00            | 4.00            | 0.00           |
| <b>Total</b>              |              | <b>11.00</b>    | <b>(2.00)</b>   | <b>9.00</b>   | <b>9.00</b>     | <b>9.00</b>     | <b>(2.00)</b>  |

## WATER AND WASTEWATER OPERATIONS

The Water and Wastewater Operations unit provides operation and maintenance service to County Sanitation Districts and County Service Areas. Responsibilities include operation and maintenance of two advanced sewage treatment plants, four package-type treatment units, one water treatment plant, ten major transmission facilities, twenty-one lift stations and over 200 miles of sewer lines in the various districts. The staffing changes in this unit reflect the transfer of a Civil Engineer/Associate/Assistant position to Sanitation Engineering, and the transfer of one Environmental Programs Coordinator and two Pre-Treatment Program Specialists from Sanitation Engineering into this unit. Additional new positions are a Pump Maintenance Mechanic, an Electrical Instrumentation Technician, a Sanitation Maintenance Worker III and a Sanitation Maintenance Worker II. Addition of the Pump Maintenance Mechanic has been necessitated by the increase in stationary and mobile engine generators that the District must now service and maintain. The Electrical Instrumentation Technician is necessary to operate and maintain all of the new computerized controls that are replacing the old mechanical controls. The Sanitation Maintenance Worker II and III are necessary to keep up with additional maintenance effort required due to our aging infrastructure and addition of pump stations and new development, such as the Graham Hill Estates project.

## STAFFING

| Position                  | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|---------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Sr Civil Engineer         | NK           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Civil Engr/Assoc/Asst     | NM/NH/VK/NB  | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00            | (1.00)         |
| San. Superintendent       | DF           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Asst Pub Wks Supt         | DC           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Treat Plant Oper Supv     | MX           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Elec Inst Tech Supv       | MX           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Environ Prog Coord        | c 4          | 0.00            | 1.00            | 1.00          | 1.00            | 1.00            | 1.00           |
| Pre-Treat Program         | H3           | 0.00            | 2.00            | 2.00          | 2.00            | 2.00            | 2.00           |
| Pub Wks Supervisor        | H9           | 3.00            | 0.00            | 3.00          | 3.00            | 3.00            | 0.00           |
| Pump Maint Electrician    | F9           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00           |
| Pump Maint Mechanic       | F9           | 1.00            | 0.00            | 1.00          | 2.00            | 2.00            | 1.00           |
| Sr Treat Plant Oper       | CI           | 3.00            | 2.00            | 5.00          | 5.00            | 5.00            | 2.00           |
| Treatment Plant Oper      | CG/WF        | 6.00            | (2.00)          | 4.00          | 4.00            | 4.00            | (2.00)         |
| Elec Inst Tech            | H9/H 1       | 2.00            | 0.00            | 2.00          | 3.00            | 3.00            | 1.00           |
| Sanitation Maint Wkr III  | BJ           | 8.00            | 0.00            | 8.00          | 9.00            | 9.00            | 1.00           |
| Sanitation Maint Wkr II/I | WF/FN        | 18.00           | 0.00            | 18.00         | 19.00           | 19.00           | 1.00           |
| Typist Clerk III          | JF           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Total                     |              | 50.00           | 2.00            | 52.00         | 56.00           | 56.00           | 6.00           |

## SURVEYOR AND DEVELOPMENT REVIEW ENGINEERING

The Surveyor and Development Review Engineering unit provides mapping, development plan review and general services for the public and various County departments, including the Planning Commission. Functions include record of survey map processing, final parcel map review, subdivision and use permit improvement plan checks, County mapping program, including adding the County survey maps to the County's electronic mapping system, assessment district bond apportionments and processing, and right-of-way engineering. This unit also serves as engineering support to the Program Administration unit.

## STAFFING

| Position                  | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|---------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Sr Civil Engineer         | NK           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Sr Engineering Assoc      | c 4          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Engineering Assoc         | MX           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Engineering Tech 11111111 | H3/BG/DS     | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Engineering Aide II/I     | WF/JF        | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Total                     |              | 5.00            | 0.00            | 5.00          | 5.00            | 5.00            | 0.00           |

## **SPECIAL SERVICES DIVISION**

The Special Services Division is responsible for the planning and design of Public Works drainage, flood control, and landfill projects, as well as the critical Pajaro River Levee System Reconstruction Project. This division maintains the Buena Vista refuse disposal site and the Ben Lomond transfer station, and various drainage facilities throughout the county. The division is also responsible for the construction, supervision, and inspection of all contracted Public Works projects and subdivision inspection services. This division is divided into six organizational units: Drainage Engineering, Zone 7 Flood Control/Water Resources Engineering, Drainage Maintenance, Solid Waste Engineering, Refuse Disposal Operations, and Construction Engineering.

### **DRAINAGE ENGINEERING**

The Drainage Engineering unit provides engineering services and coordination for the Santa Cruz County Flood Control and Water Conservation District Zones 5, 6, and 8. The services include drainage plan review and design of storm drain and water conservation projects.

#### **STAFFING**

| <b>Position</b>           | <b>Salary Range</b> | <b>2001-02 Allowed</b> | <b>Mid Year Change</b> | <b>2001-02 Total</b> | <b>2002-03 Request</b> | <b>2002-03 Recomm.</b> | <b>Recomm. Change</b> |
|---------------------------|---------------------|------------------------|------------------------|----------------------|------------------------|------------------------|-----------------------|
| Sr Civil Engineer         | NK                  | 1.00                   | 0.00                   | 1.00                 | 1.00                   | 1.00                   | 0.00                  |
| Civil Engr/Assoc/Asst     | NMINHNWNB           | 2.00                   | 0.00                   | 2.00                 | 2.00                   | 2.00                   | 0.00                  |
| Engineering Tech III/II/I | H3/BG/DS            | 1.00                   | 0.00                   | 1.00                 | 1.00                   | 1.00                   | 0.00                  |
| <b>Total</b>              |                     | <b>4.00</b>            | <b>0.00</b>            | <b>4.00</b>          | <b>4.00</b>            | <b>4.00</b>            | <b>0.00</b>           |

### **ZONE 7 FLOOD CONTROL/WATER RESOURCES ENGINEERING**

The Zone 7 Flood Control/Water Resources Engineering unit provides engineering services for Zone 7, the Pajaro Storm Drain Maintenance District and the Santa Cruz County Flood Control and Water Conservation District. These services include staffing for the various Pajaro River Committees, and administration and coordination of the Army Corps of Engineers Pajaro River Flood Control Project. The Army Corps project has now entered into an estimated eight year process that will include project formulation, public and environmental review, funding acquisition, permitting, land acquisition, design, and construction. This process requires a major commitment of staff time on the part of this unit in order to meet the participation requirements for the project as the local sponsor. The general Flood Control and Water Conservation District unit provides multiple water resource related services. These services include but are not limited to surface and groundwater management, liaison on regional water supply planning issues, staffing the County Water Advisory Commission, flood monitoring and forecasting, public outreach and policy development associated with water conservation and the identification and protection of groundwater recharge areas. The staffing change in this unit reflects the classification of a requested Senior Departmental Administrative Analyst as a Program Coordinator and the transfer of a Resource Planner and Hydrologist, with their related programs, from the Planning Department.

## STAFFING

| Position                  | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recornrn. | Recornrn. Change |
|---------------------------|--------------|-----------------|-----------------|---------------|-----------------|-------------------|------------------|
| Sr Civil Engineer         | NK           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00              | 0.00             |
| Civil Engr/Assoc/Asst     | NM/NH/VK/NB  | 1.00            | 0.00            | 1.00          | 1.00            | 1.00              | 0.00             |
| Resource Plan IV/III/II/I | DS           | 1.00            | 1.00            | 2.00          | 2.00            | 2.00              | 1.00             |
| Hydrologist               | VI           | 0.00            | 1.00            | 1.00          | 1.00            | 1.00              | 1.00             |
| Sr. Dept. Admin. Analyst  | LL           | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00              | (1.00)           |
| Program Coordinator       | BV           | 0.00            | 1.00            | 1.00          | 1.00            | 1.00              | 1.00             |
| Total                     |              | <b>4.00</b>     | <b>2.00</b>     | <b>6.00</b>   | <b>6.00</b>     | <b>6.00</b>       | <b>2.00</b>      |

## DRAINAGE MAINTENANCE

The Drainage Maintenance unit is responsible for maintenance and protection of the Pajaro River and Salsipuedes Creek Levee Systems and banks and maintenance of other channels and tributary creeks in the Pajaro Storm Drain Maintenance District. This unit is also responsible for maintenance of various creeks, waterways and drainage ditch systems in Flood Control Zone 5, Zone 6, Zone 7, and Zone 8 and the provision of major stream clearance services for Zone 4, including the countywide logjam removal program. This unit also carries out various reporting and monitoring requirements required in conjunction with maintenance operations. These include erosion control monitoring and reporting to the U. S. Department of Agriculture, as well as coordination with the California State Department of Fish and Game.

## STAFFING

| Position               | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recornrn. | Recornrn. Change |
|------------------------|--------------|-----------------|-----------------|---------------|-----------------|-------------------|------------------|
| Pub Wks Mgr-Drainage   | DC           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00              | 0.00             |
| Pub Wks Supervisor     | H9           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00              | 0.00             |
| Pub Wks Maint Wkr IV   | CR           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00              | 0.00             |
| Pub Wks Maint Wkr III  | JJ           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00              | 0.00             |
| Pub Wks Maint Wkr II/I | 85/JF        | 5.00            | 0.00            | 5.00          | 5.00            | 5.00              | 0.00             |
| Total                  |              | <b>11.00</b>    | <b>0.00</b>     | <b>11.00</b>  | <b>11.00</b>    | <b>11.00</b>      | <b>0.00</b>      |

## SOLID WASTE ENGINEERING

The Solid Waste Engineering unit is responsible for the County's solid waste program administration and facilities compliance. These include meeting AB 939 Source Reduction Goals, which mandate minimizing waste generation and increasing the diversion of recyclable materials from landfills, as well as engineering for planning and design of the operating Buena Vista Landfill, the transfer station located at the closed Ben Lomond Landfill, and management of the refuse collection and processing franchise agreement. These duties also include ensuring that the disposal sites are in compliance with ground and air pollution monitoring, the administration of the household hazardous waste collection program, the preparation of related reports and filings, and oversight of refuse collection and recycling processing services. This unit provides oversight of all Solid Waste related programs within the county, including acting as a liaison with the Solid Waste Task Force and other public and state agencies.

## STAFFING

| Position                     | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|------------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Sr Civil Engineer            | NK           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Program Coordinator          | BV           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00           |
| Environ Prog Coord           | c 4          | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Planner IV                   | TH           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Resource Planner IV/III/II/I | DS           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Solid Waste Inspector II/I   | DS/85        | 4.00            | 0.00            | 4.00          | 4.00            | 4.00            | 0.00           |
| <b>Total</b>                 |              | <b>10.00</b>    | <b>0.00</b>     | <b>10.00</b>  | <b>10.00</b>    | <b>10.00</b>    | <b>0.00</b>    |

## REFUSE DISPOSAL OPERATIONS (SOLID WASTE)

The Refuse Disposal Operations unit is responsible for the operation of the County's Buena Vista refuse disposal site and the Ben Lomond transfer station. There are several staff changes within this unit reflecting increased service needs at the landfill due to continuous growth and expansion of services provided. A mid-year change added five Disposal Site Maintenance Workers and one Heavy Equipment Operator to staff the soon to be implemented Construction and Demolition (C & D) program. An additional Transfer Truck Driver is needed to keep up with the increased workload at the Ben Lomond Transfer Station. Steady growth in the disposal volumes has necessitated extensive overtime and use of supervisory and other positions to keep up with the demand. The C & D program will also generate additional workload to deliver C & D materials to market. Likewise, growth and expansion at the landfill has necessitated the addition of a Public Works Supervisor and a supervising cashier (Account Clerical Supervisor I) to allow provision of seven day per week supervisory presence at the Buena Vista Landfill and the Ben Lomond Transfer Station. In addition, a Cashier/Heavy Equipment Operator in Training is being requested, which will provide the means to train cashiers on the operation of heavy equipment, thus allowing the cashiers to be competitive in future recruitments for heavy equipment operator positions at the landfill.

## STAFFING

| Position                 | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm. Change |
|--------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|
| Pub Wks Mgr-Disp Sites   | DE           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Asst Pub Wks Supt        | DC           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Pub Wks Supervisor       | H9           | 2.00            | 0.00            | 2.00          | 3.00            | 3.00            | 1.00           |
| Supvr Hvy Equip Mech     | XA           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00           |
| Lead Hvy Equip Oper-Disp | EC           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00           |
| Hvy Equip Oper-Disposal  | T I          | 5.00            | 1.00            | 6.00          | 6.00            | 6.00            | 1.00           |
| Transfer Truck Driver    | T I          | 2.00            | 0.00            | 2.00          | 3.00            | 3.00            | 1.00           |
| Hvy Equip Mechanic II/I  | F9/JJ        | 3.00            | 0.00            | 3.00          | 3.00            | 3.00            | 0.00           |
| Hvy Equip Service Wkr    | FN           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00           |
| Disposal Site Main Wkr   | WF           | 6.00            | 5.00            | 11.00         | 11.00           | 11.00           | 5.00           |
| Cashier-Disposal Site    | K3           | 7.00            | 0.00            | 7.00          | 7.00            | 7.00            | 0.00           |
| Cashier/Hvy Equip OIT    | K3           | 0.00            | 0.00            | 0.00          | 1.00            | 1.00            | 1.00           |
| Account Clerical Supvr I | V2           | 0.00            | 0.00            | 0.00          | 1.00            | 1.00            | 1.00           |
| <b>Total</b>             |              | <b>32.00</b>    | <b>6.00</b>     | <b>38.00</b>  | <b>42.00</b>    | <b>42.00</b>    | <b>10.00</b>   |

## CONSTRUCTION ENGINEERING

The Construction Engineering unit provides project contract management and inspection services for contract projects in the following areas: sanitation, drainage, roads, and County buildings. Additionally, this unit is responsible for subdivision and assessment district inspection, and supervision of the survey crew.

Contract management includes working with the contractor to insure that the terms and conditions of the contract are satisfied, preparing progress payments and reports associated with a contract and coordinating the construction activities with other units of County government, utility companies, adjacent property owners and businesses, and in the case of road work, the traveling public, including bicyclists and pedestrians. Inspection services include both the inspection and surveying of the work as it progresses and the inspection and testing of materials used in the construction.

Changes in this unit reflect the deletion of two vacant Engineering Technician positions and the addition of one Civil Engineer/Associate/Assistant position and an alternate hire Senior Engineering Associate/Engineering Associate position. The technical complexity of construction projects has been steadily increasing. Many projects, especially those with Federal/Caltrans funding, are mandated to have a licensed civil engineer inspector assigned to the project. Addition of the Civil Engineer/Associate/Assistant position will allow us to do this with in-house staff rather than contracting with outside consultants. The alternate hire Senior Engineering Associate/Engineering Associate position will be able to inspect complex projects not requiring a licensed engineer.

## STAFFING

| Position                  | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomrn. Change |
|---------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|-----------------|
| Sr Civil Engineer         | NK           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00            |
| Sr Engineering Assoc      | c 4          | 3.00            | 0.00            | 3.00          | 3.00            | 3.00            | 0.00            |
| Sr Eng Assoc/Eng Assoc    | C4/MX        | 1.00            | 0.00            | 1.00          | 2.00            | 2.00            | 1.00            |
| Civil Engr/Assoc/Asst     | NMINHNK      | 0.00            | 0.00            | 0.00          | 1.00            | 1.00            | 1.00            |
| Engineering Associate     | MX           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00            |
| Engineering Tech III/II/I | H3/BG/DS     | 5.00            | 0.00            | 5.00          | 3.00            | 3.00            | (2.00)          |
| Engineering Aide II/I     | W FIJF       | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00            |
| <b>Total</b>              |              | <b>13.00</b>    | <b>0.00</b>     | <b>13.00</b>  | <b>13.00</b>    | <b>13.00</b>    | <b>0.00</b>     |

# PUBLIC WORKS DEPARTMENT STAFFING SUMMARY

| Position                  | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recornm. | Recornm. Change |
|---------------------------|--------------|-----------------|-----------------|---------------|-----------------|------------------|-----------------|
| Account Clerical Supvr I  | v2           | 0.00            | 0.00            | 0.00          | 1.00            | 1.00             | 1.00            |
| Accountant III            | 61           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00             | 0.00            |
| Adrnin Services Off II    | PR           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Agency Personnel Off      | UI           | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00             | (1.00)          |
| Apprentice PW Maint Wkr   | JF           | 0.00            | 0.00            | 0.00          | 1.00            | 1.00             | 1.00            |
| Assoc Personnel Anal/Asst | UF/UC        | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Asst Dept Admin Analyst   | M8           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Asst Dir Public Works     | 8A           | 3.00            | 0.00            | 3.00          | 3.00            | 3.00             | 0.00            |
| Asst Pub Wks Supt         | DC           | 5.00            | 0.00            | 5.00          | 5.00            | 5.00             | 0.00            |
| Bldg Maint Wkr III        | BK           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Bldg Maint Wkr II         | R8           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Cashier-Disposal Site     | K3           | 7.00            | 0.00            | 7.00          | 7.00            | 7.00             | 0.00            |
| Cashier/Hvy Equip OIT     | K3           | 0.00            | 0.00            | 0.00          | 1.00            | 1.00             | 1.00            |
| Chief Real Prop Agent     | P4           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Civil Engr/Assoc/Asst/Jr  | NMINHNWNB    | 20.00           | 0.00            | 20.00         | 21.00           | 21.00            | 1.00            |
| Dept Fiscal Officer       | T9           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Dept Info Sys Anal/Spec   | WT/XM        | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Deptl Admin Analyst/Asst  | PM/M8        | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Dir of Admin Services     | YS           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Director of Public Works  | 4A           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Disposal Site Main Wkr    | WF           | 6.00            | 5.00            | 11.00         | 11.00           | 11.00            | 5.00            |
| Elec Inst Tech            | H9/H1        | 2.00            | 0.00            | 2.00          | 3.00            | 3.00             | 1.00            |
| Elec Inst Supv            | MX           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Engineering Aide II/I     | WJ/WF        | 3.00            | 0.00            | 3.00          | 3.00            | 3.00             | 0.00            |
| Engineering Associate     | MX           | 5.00            | 0.00            | 5.00          | 5.00            | 5.00             | 0.00            |
| Engineering Tech 1111111  | H3/BG/DS     | 12.00           | 0.00            | 12.00         | 10.00           | 10.00            | (2.00)          |
| Environ Prog Coord        | c4           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00             | 0.00            |
| Hydrologist               | VI           | 0.00            | 1.00            | 1.00          | 1.00            | 1.00             | 1.00            |
| Hvy Equip Mechanic II/I   | F9/JJ        | 11.00           | 0.00            | 11.00         | 11.00           | 11.00            | 0.00            |
| Hvy Equip Oper-Disposal   | TI           | 5.00            | 1.00            | 6.00          | 6.00            | 6.00             | 1.00            |
| Hvy Equip Service Wkr     | FN           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00             | 0.00            |
| Lead Hvy Equip Oper       | EC           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00             | 0.00            |
| Parking Prog Coord        | LC           | 1.00            | (1.00)          | 0.00          | 0.00            | 0.00             | (1.00)          |
| Parts Clerk               | KC           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Personnel Payroll Clerk   | FN           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00             | 0.00            |
| Personnel Tech            | JJ           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Planner IV                | TH           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Planning Technician       | FX           | 0.00            | 1.00            | 1.00          | 1.00            | 1.00             | 1.00            |
| Pre-Treat Program Spec    | H3           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00             | 0.00            |
| Program Coordinator       | BV           | 4.00            | 1.00            | 5.00          | 5.00            | 5.00             | 1.00            |
| Pub Wks Dispatcher        | DD           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00             | 0.00            |
| Pub Wks Maint Wkr II/I    | 85/JF        | 41.00           | 0.00            | 41.00         | 42.00           | 42.00            | 1.00            |
| Pub Wks Maint Wkr III     | JJ           | 23.00           | 0.00            | 23.00         | 23.00           | 23.00            | 0.00            |
| Pub Wks Maint Wkr IV      | CR           | 8.00            | 0.00            | 8.00          | 8.00            | 8.00             | 0.00            |

| Position                     | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomrn. Change |
|------------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|-----------------|
| Pub Wks Mgr-Disp Sites       | DE           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00            |
| Pub Wks Mgr-Drainage         | DC           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00            |
| Pub Wks Safety Spec          | PL           | 1.00            | 1.00            | 2.00          | 2.00            | 2.00            | 1.00            |
| Pub Wks Supervisor           | H9           | 12.00           | 0.00            | 12.00         | 13.00           | 13.00           | 1.00            |
| Pump Maint Electrician       | F9           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00            |
| Pump Maint Mechanic          | F9           | 1.00            | 0.00            | 1.00          | 2.00            | 2.00            | 1.00            |
| Real Property Agent/Asst     | 61/H1        | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00            |
| Records Clerk                | FB           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00            |
| Resource Planner IV/III/II/I | TH/C8/CI/DS  | 2.00            | 1.00            | 3.00          | 3.00            | 3.00            | 1.00            |
| Road Superintendent          | DF           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00            |
| Sanitation Maint Wkr II/I    | WF/FN        | 18.00           | 0.00            | 18.00         | 19.00           | 19.00           | 1.00            |
| Sanitation Maint Wkr III     | BJ           | 8.00            | 0.00            | 8.00          | 9.00            | 9.00            | 1.00            |
| Sanitation Supt              | DF           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00            |
| Solid Waste Inspector II/I   | DS/85        | 4.00            | 0.00            | 4.00          | 4.00            | 4.00            | 0.00            |
| Supvg Hvy Equip Mech         | XA           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00            |
| Sr Account Clerk             | JF           | 4.00            | 0.00            | 4.00          | 4.00            | 4.00            | 0.00            |
| Sr Accounting Tech           | JL           | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00            |
| Sr Board Clerk               | JJ           | 1.00            | 0.00            | 1.00          | 0.50            | 0.50            | (0.50)          |
| Sr Civil Engineer            | NK           | 11.00           | 0.00            | 11.00         | 11.00           | 11.00           | 0.00            |
| Sr Deptl Admin Analyst       | LL           | 2.00            | (1.00)          | 1.00          | 1.00            | 1.00            | (1.00)          |
| Sr Dept Info Analyst         | c 4          | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00            |
| Sr Engineering Assoc         | c 4          | 5.00            | 0.00            | 5.00          | 5.00            | 5.00            | 0.00            |
| Sr Eng Assoc/Eng Assoc       | C4/MX        | 2.00            | 0.00            | 2.00          | 3.00            | 3.00            | 1.00            |
| Sr Personnel Analyst         | UJ           | 0.00            | 1.00            | 1.00          | 1.00            | 1.00            | 1.00            |
| Sr Treatment Plant Oper      | CI           | 3.00            | 2.00            | 5.00          | 5.00            | 5.00            | 2.00            |
| Transfer Truck Driver        | T1           | 2.00            | 0.00            | 2.00          | 3.00            | 3.00            | 1.00            |
| Treat Plant Oper Supv        | MX           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00            |
| Treatment Plant Oper         | CG/WF        | 6.00            | (2.00)          | 4.00          | 4.00            | 4.00            | (2.00)          |
| Typist Clerk II/I            | J8/J7        | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00            |
| Typist Clerk III             | JF           | 4.00            | 0.00            | 4.00          | 4.50            | 4.50            | 0.50            |
| Urban Des/Landsc Arch        | YK           | 1.00            | 0.00            | 1.00          | 1.00            | 1.00            | 0.00            |
| Total                        |              | <b>289.00</b>   | <b>9.00</b>     | <b>298.00</b> | <b>308.00</b>   | <b>308.00</b>   | <b>19.00</b>    |

## EQUIPMENT AND STRUCTURES REPLACEMENT AND ACQUISITION

The table below provides the fixed asset detail recommended for Index No. 601000 for 2002-03. The items marked with an (R) are needed to replace like equipment that has reached the end of its useful life. The items marked with an (N) are new equipment or improvements that will enable the department to operate more efficiently and cost effectively.

| index No./<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description                          | Recommended<br>Amount    |
|------------------------------|----------|----------------------------|--------------------------------------|--------------------------|
| 601000/6610                  | 1        | R                          | Maintenance Yard Improvements        | \$ 200,000               |
|                              | 4        | R                          | Bravo Fuel Box - Felton/Wilson Yards | 60,000                   |
|                              |          |                            |                                      | <u>\$ 260,000</u>        |
| 60100018404                  | VAR      | NIR                        | Network/PC Equipment                 | \$ 10,000                |
|                              | 10       | R                          | PC Workstation                       | 28,000                   |
|                              | 10       | NIR                        | Systems Furniture                    | 45,000                   |
|                              | 1        | N                          | Document Scanner                     | 8,000                    |
|                              | 1        | N                          | Dispatch Work Station                | 2,100                    |
|                              | 1        | N                          | Color Laser Printer - Brommer Yard   | 2,500                    |
|                              | 1        | R                          | HP Plotter                           | 15,000                   |
|                              | 3        | R                          | Network Laser Printer                | 7,500                    |
|                              | 1        | R                          | Soil Sample Splitter                 | 3,000                    |
|                              |          |                            |                                      | <u>\$ 121,100</u>        |
| Total                        |          |                            |                                      | <u><u>\$ 381,100</u></u> |

**DPW REAL PROPERTY**  
**Thomas L. Bolich, Director of Public Works**  
Unit Number: 60/20/00

Fund: General Fund  
Function: General Government  
Activity: Property Management

| Requirements             | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change From<br>2001-02<br>Approp. |
|--------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>    |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$   | 44,971            | \$ 55,000               | \$ 55,000                      | \$ 60,000            | \$ 60,000         | 5,000                             |
| Other Charges            | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Intra Fund Charges       | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total</b>             | \$ 44,971         | \$ 55,000               | \$ 55,000                      | \$ 60,000            | \$ 60,000         | 5,000                             |
| Less Revenue             | 94,139            | 85,000                  | 85,000                         | 95,000               | 95,000            | 10,000                            |
| <b>NET COUNTY COST\$</b> | <b>(49,168)</b>   | <b>\$ 130,000</b>       | <b>\$ 130,000</b>              | <b>(35,000)</b>      | <b>(35,000)</b>   | <b>(5,000)</b>                    |

This budget provides property management services for Public Works and other County departments.

| <u>Service</u>                                     | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|--|------------------------|------------------------|
| Rental Property Administration                     | \$ 10,000              | \$ 10,000              |
| Sale of Excess Property & Easements                | 3,000                  | 3,000                  |
| Property Maintenance (Repairs & Weed Abatement)    | 12,000                 | 17,000                 |
| Acquisition-Other Dept, Leases, Long Range Fac. Pl | 18,000                 | 18,000                 |
| Purchase of Surplus Land (Paper Subdiv Purchases)  | <u>12,000</u>          | <u>12,000</u>          |
| <b>TOTAL</b>                                       | <b>\$ 55,000</b>       | <b>\$ 60,000</b>       |

**DPW SURVEY AND PLAN REVIEW**  
**Thomas L. Bolich, Director of Public Works**  
Unit Number: 60/20/00

Fund: General Fund  
Function: General Government  
Activity: Other General

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 383,906 \$        | 418,100 \$              | 377,744 \$                     | 452,810 \$           | 452,810 \$        | 34,710                            |
| <b>Other Charges</b>              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Fixed Assets</b>               | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Intra Fund Charges</b>         | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total</b> \$                   | 383,906 \$        | 418,100 \$              | 377,744 \$                     | 452,810 \$           | 452,810 \$        | 34,710                            |
| <b>Less Revenue</b>               | 279,671           | 298,000                 | 257,644                        | 349,000              | 349,000           | 51,000                            |
| <b>NET COUNTY COST</b> \$         | <u>104,235 \$</u> | <u>120,100 \$</u>       | <u>120,100 \$</u>              | <u>103,810 \$</u>    | <u>103,810 \$</u> | <u>(16,290)</u>                   |

This budget provides mapping, development plan review and general services for the public and various County departments.

| <u>Service</u>                                  | <u>01-02<br/>Allow</u>   | <u>02-03<br/>Recom</u>   |
|---|--------------------------|--------------------------|
| Application Review                              | \$ 70,000                | \$ 75,000                |
| GIS Mapping                                     | 25,000                   | 25,000                   |
| Surveyor's Responsibility & General Engineering | 14,000                   | 14,000                   |
| Public Service Counter                          | 90,000                   | 94,000                   |
| Monumentation Program                           | 100,000                  | 100,000                  |
| Drainage Plan Check                             | 65,000                   | 85,000                   |
| Record of Survey Checking                       | 16,000                   | 26,000                   |
| Corner Record Plan Check                        | 3,000                    | 3,000                    |
| Scanning & Printing                             | 20,000                   | 16,000                   |
| Xerox Equipment Maintenance                     | 15,000                   | 14,710                   |
| Assessment District Bond Apportionments         | <u>100</u>               | <u>100</u>               |
| <b>TOTAL</b>                                    | <b>\$ <u>418,100</u></b> | <b>\$ <u>452,810</u></b> |

**DPW COUNTY PARKING PROGRAMS**  
**Thomas L. Bolich, Director of Public Works**  
Unit Number: 60/20/00

Fund: General Fund  
Function: Public Ways & Facilities  
Activity: Parking Facilities

| Requirements            | Actual<br>2000-01    | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-------------------------|----------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>   |                      |                         |                                |                      |                   |                                   |
| Services & Supplies \$  | 150,418 \$           | 157,759 \$              | 153,000 \$                     | 165,000 \$           | 165,000 \$        | 7,241                             |
| Other Charges           | 0                    | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets            | 0                    | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Intra Fund Charges      | 0                    | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total</b>            | <b>\$ 150,418 \$</b> | <b>157,759 \$</b>       | <b>153,000 \$</b>              | <b>165,000 \$</b>    | <b>165,000 \$</b> | <b>7,241</b>                      |
| Less Revenue            | 69,828               | 60,000                  | 70,000                         | 72,000               | 72,000            | 12,000                            |
| <b>NET COUNTY COSTS</b> | <b>\$ 80,590 \$</b>  | <b>97,759 \$</b>        | <b>83,000 \$</b>               | <b>93,000 \$</b>     | <b>93,000 \$</b>  | <b>(4,759)</b>                    |

This budget provides for the administration of the County Parking Fines Collection Program and the Live Oak and Fall Creek Parking Programs. The County Parking Fines Collection Program is a county-wide program budgeted at \$21,400, that includes a collection service contract and an administrative review contract. The budget for this program includes staff costs for the full-time Parking Program Coordinator position and the six seasonal positions for enforcement and sale of permits and signs for the Live Oak and Fall Creek Parking Program. An equipment replacement reserve account in the Public Works internal Service Fund provides for the replacement of the Live Oak Parking Program vehicles.

| <u>Service</u>                          | <u>01-02<br/>Allow</u>   | <u>02-03<br/>Recom</u>   |
|---|--------------------------|--------------------------|
| Live Oak Program                        | \$ 131,200               | \$ 143,200               |
| Fall Creek Program                      | 400                      | 400                      |
| County Parking Fines Collection Program | <u>26,159</u>            | <u>21,400</u>            |
| <b>TOTAL</b>                            | <b>\$ <u>157,759</u></b> | <b>\$ <u>165,000</u></b> |

**DPW CONSTRUCTION INSPECTION**  
**Thomas L. Bolich, Director of Public Works**  
Unit Number: 60/20/00

Fund: General Fund  
Function: Public Protection  
Activity: Protection Inspection

| Requirements           | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>  |                   |                         |                                |                      |                   |                                   |
| Services & Supplies    | \$ 72,000         | \$ 75,000               | \$ 75,000                      | \$ 80,000            | \$ 80,000         | 5,000                             |
| <b>Total</b>           | <b>\$ 72,000</b>  | <b>\$ 75,000</b>        | <b>\$ 75,000</b>               | <b>\$ 80,000</b>     | <b>\$ 80,000</b>  | <b>5,000</b>                      |
| Less Revenue           | 72,491            | 75,000                  | 75,000                         | 80,000               | 80,000            | 5,000                             |
| <b>NET COUNTY COST</b> | <b>\$ (491)</b>   | <b>\$ 0</b>             | <b>\$ 0</b>                    | <b>\$ 0</b>          | <b>\$ 0</b>       | <b>0</b>                          |

This budget provides for inspection of subdivisions and minor land divisions.

|   |           |                          |
|---|-----------|--------------------------|
| <b>DPW TRAFFIC PLANNING AND TRAFFIC ENGINEERING</b> | Fund:     | General Fund             |
| <b>Thomas L. Bolich, Director of Public Works</b>   | Function: | Public Ways & Facilities |
| Unit Number: 60/50/00                               | Activity: | Public Ways              |

---

| Requirements           | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>  |                   |                         |                                |                      |                   |                                   |
| Services & Supplies    | \$ 125,919        | \$ 125,000              | \$ 140,800                     | \$ 163,000           | \$ 163,000        | \$ 38,000                         |
| <b>Total</b>           | \$ 125,919        | \$ 125,000              | \$ 140,800                     | \$ 163,000           | \$ 163,000        | \$ 38,000                         |
| <b>Less Revenue</b>    | 73,654            | 96,500                  | 102,300                        | 134,500              | 134,500           | 38,000                            |
| <b>NET COUNTY COST</b> | <u>\$ 52,265</u>  | <u>\$ 28,500</u>        | <u>\$ 38,500</u>               | <u>\$ 28,500</u>     | <u>\$ 28,500</u>  | <u>\$ 0</u>                       |

This budget provides for roadway plan lines, study reviews, and traffic engineering.

| <u>Service</u>                       | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|--------------------------------------|------------------------|------------------------|
| Application Review                   | \$ 21,000              | \$ 50,000              |
| General Planning Services            | 25,000                 | 25,000                 |
| Road Planning - Residential          | 50,000                 | 50,000                 |
| Road Planning - Commercial           | 21,000                 | 30,000                 |
| EIR/Development Projects             | 2,500                  | 2,500                  |
| Plan Line Review                     | 500                    | 500                    |
| Development/Engineering Review Group | <u>5,000</u>           | <u>5,000</u>           |
| <b>TOTAL</b>                         | <u>\$ 125,000</u>      | <u>\$ 163,000</u>      |

**ROAD FUND****Thomas L. Bolich, Director of Public Works**

Unit Number: 60/20/00

Fund: Special Revenue  
 Function: Public Ways & Facilities  
 Activity: Public Ways

| Requirements                 | Actual<br>2000-01           | Appropriated<br>2001-02     | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03        | Recom.<br>2002-03           | Change from<br>2001-02<br>Approp. |
|------------------------------|-----------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------------|-----------------------------------|
| <b>Appropriations</b>        |                             |                             |                                |                             |                             |                                   |
| Services & Supplies \$       | 9,975,314                   | \$ 51,796,141               | \$ 27,314,406                  | \$ 32,257,478               | \$ 32,257,478               | \$ (19,538,663)                   |
| Contingencies                | 0                           | 155,381                     | 0                              | 0                           | 0                           | (155,381)                         |
| <b>Total</b>                 | <b>\$ 9,975,314</b>         | <b>\$ 51,951,522</b>        | <b>\$ 27,314,406</b>           | <b>\$ 32,257,478</b>        | <b>\$ 32,257,478</b>        | <b>\$ (19,694,044)</b>            |
| Increase Reserve             | 0                           | 0                           | 0                              | 0                           | 0                           | 0                                 |
| <b>Total Requirements \$</b> | <b><u>9,975,314</u></b>     | <b><u>51,951,522</u></b>    | <b><u>27,314,406</u></b>       | <b><u>32,257,478</u></b>    | <b><u>32,257,478</u></b>    | <b><u>(19,694,044)</u></b>        |
| <b>Available Funds</b>       |                             |                             |                                |                             |                             |                                   |
| Fund Balance Avail. \$       | 4,832,633                   | \$ 8,887,835                | \$ 8,887,835                   | \$ 4,543,658                | \$ 4,543,658                | \$ (4,344,177)                    |
| Cancel Reserve               | 1,074,731                   | 0                           | 0                              | 0                           | 0                           | 0                                 |
| Revenues                     | 12,955,785                  | 43,063,687                  | 22,970,229                     | 27,713,820                  | 27,713,820                  | (15,349,867)                      |
| <b>Total</b>                 | <b>\$ <u>18,863,149</u></b> | <b>\$ <u>51,951,522</u></b> | <b>\$ <u>31,858,064</u></b>    | <b>\$ <u>32,257,478</u></b> | <b>\$ <u>32,257,478</u></b> | <b>\$ <u>(19,694,044)</u></b>     |

The Road Fund provides for the maintenance and repair of the 600 miles of roads that have been accepted into the County road system. Included in this year's budget are funds from the Transportation Efficiency Act for the 21st Century (TEA-21), FEMA, OES, State Transportation Improvement Program, California State Department of Fish and Game, CALTRANS Minor A, Transportation Congestion Relief Program (AB2928), Hazard Elimination Funds, Coastal Resource Agency and various Improvement District revenues. Discussions on the CSA #9 and CSA #9D budgets start on page 32-71 and 32-75 respectively. In addition, not listed here, included in the 2002/03 County Capital Projects Funds is a General Fund contribution to the Department of Public Works' Pavement Management Program. As a result of the repeal of the Utility Tax (Measure L) by the voters, this year's Pavement Management Program will most likely be severely reduced. A summary of the Road Fund budget follows:

| <u>ROAD FUND</u>                                   | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|--|------------------------|------------------------|
| <b>A. Revenues Collected By Road Fund</b>          |                        |                        |
| 1. State Highway Users Tax                         | \$ 3,401,677           | \$ 3,401,677           |
| 2. State Highway Users Tax - Prop 111              | 1,504,866              | 1,504,866              |
| 3. FAS Exchange & State Matching Funds             | 399,813                | 485,813                |
| 4. Improvement District Trust Funds                | 2,685,540              | 2,737,000              |
| 5. Encroachment Permits                            | 160,000                | 160,000                |
| 6. Miscellaneous (Rents, Sales)                    | 7,000                  | 5,500                  |
| 7. Interest  | 150,000                | 150,000                |
| 8. Measure E                                       | 254,772                | 0                      |
| 9. Intermodal Surface Trans Efficiency Act (ISTEA) | 1,820,000              | 640,000                |
| 10. Highway Bridge Reconstruction & Rehabilitation | 9,452,602              | 5,275,000              |
| 11. AB 2766 Motor Vehicle Pollution Reduction      | 90,000                 | 0                      |
| 12. 1996 OES Storm Funding                         | 474,500                | 164,500                |
| 13. 1997 FEMA Storm Funding                        | 603,750                | 540,000                |

| <u>ROAD FUND</u>                                   | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|--|------------------------------|------------------------------|
| 14. 1998 Storm Damage FEMA                         | \$ 2,132,000                 | \$ 2,062,375                 |
| 15. CALTRANS Seismic Retrofit Program              | 1,997,000                    | 125,000                      |
| 16. Public Utilities Commission                    | 655,000                      | 0                            |
| 17. CALTRANS Minor A Funds                         | 980,000                      | 650,000                      |
| 18. Coastal Resource Agency                        | 25,000                       | 25,000                       |
| 19. California Department of Boating and Waterways | 960,000                      | 960,000                      |
| 20. CALTRANS Hazard and Elimination Safety Prog    | 125,000                      | 125,000                      |
| 21. Coastal Conservancy                            | 75,000                       | 75,000                       |
| 22. State Trans. Impr. Program (STIP)              | 9,374,500                    | 3,126,051                    |
| 23. Surface Transportation Prog. (2000/2003 Cycle) | 2,884,000                    | 1,832,000                    |
| 24. CALTRANS Bike Lane Account                     | 90,000                       | 0                            |
| 25. Santa Cruz County Stream Enhancement Fund      | 50,000                       | 0                            |
| 26. Santa Cruz County Flood Control Zone 4         | 25,000                       | 25,000                       |
| 27. Transportation Congestion Relief (AB 2928)     | 730,723                      | 859,673                      |
| 28. State Fish and Game Grant                      | 52,365                       | 142,365                      |
| 29. February 2000 Storm Event-Insurance Reimb.     | 1,710,867                    | 0                            |
| 30. Soquel Creek Water                             | 192,712                      | 0                            |
| 31. Governor's Transportation Improvement Program  | 0                            | 1,000,000                    |
| 32. CALTRANS Miscellaneous Grants                  |                              | <u>1,642,000</u>             |
| Subtotal   | <u>\$ 43,063,687</u>         | <u>\$ 27,713,820</u>         |
| B. Fund Balance                                    | <u>\$ 8,887,835</u>          | <u>\$ 4,543,658</u>          |
| TOTAL ROAD FUNDING AVAILABLE                       | <u>\$ 51,951,522</u>         | <u>\$ 32,257,478</u>         |

#### OPERATIONS EXPENDITURES

(Excluding CSA 9D Revenues and Expenditures)

|   |                     |                     |
|---|---------------------|---------------------|
| 1. Routine Road Repairs & Minor Projects    | \$ 2,892,243        | \$ 3,035,061        |
| 2. Culvert Replacement Program              | 380,000             | 1,000,000           |
| 3. Highway Striping & Restriping            | 260,000             | 260,000             |
| 4. Signs Maintenance & Replacement          | 300,000             | 300,000             |
| 5. Landscape Maintenance & Tree Maintenance | 170,000             | 170,000             |
| 6. Hazardous Materials Control              | 20,000              | 20,000              |
| 7. Volunteer Road Crew                      | 1,000               | 1,000               |
| 8. Storm Damage Repair                      | 572,500             | 300,000             |
| 9. Road Permits                             | 160,000             | 160,000             |
| 10. Slide Disposal Site Development         | 60,000              | 60,000              |
| 11. Pavement Management Program             | <u>338,000</u>      | <u>340,000</u>      |
| Total Operations Division                   | <u>\$ 5,153,743</u> | <u>\$ 5,646,061</u> |

#### ENGINEERING DIVISION EXPENDITURES

##### A. Engineering

|   |            |            |
|---|------------|------------|
| 1. Admin, Budget Prep, Planning and Prelim Design | \$ 130,000 | \$ 150,000 |
| 2. Bridge Inspection                              | 5,000      | 5,000      |
| 3. Right of Way and Survey                        | 7,500      | 7,500      |
| 4. Construction Engineering                       | 100,000    | 150,000    |
| 5. Consultants                                    | 100,000    | 100,000    |
| 6. Road Damage Repair and Administration          | 40,000     | 50,000     |
| 7. Seismic Retrofit Engineering (State Program)   | 5,000      | 5,000      |
| 8. Storm Drain Runoff Testing                     | 10,000     | 10,000     |

| <u>ROAD FUND</u>                             | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|--|------------------------------|------------------------------|
| 9. Road Planning and Preliminary Engineering | \$ 95,000                    | \$ 102,000                   |
| 10. Pavement Management Program              | <u>140.000</u>               | <u>95.000</u>                |
| Subtotal Engineering                         | \$ <u>632.500</u>            | \$ <u>674.500</u>            |
| B. Projects                                  |                              |                              |
| 1. Prior Year Right of Way                   | \$ 7,500                     | \$ 7,500                     |
| 2. Improvement Districts                     | 2,590,540                    | 2,635,000                    |
| 3. Road and Bridge Projects                  | 24,961,508                   | 21,004,744                   |
| 4. Pavement Management Program               | 1,214,000                    | 859,673                      |
| 5. December 1996 Storm Damage Projects       | 415,000                      | 80,000                       |
| 6. January 1997 Storm Damage Projects        | 655,000                      | 720,000                      |
| 7. February 1998 Storm Damage Projects       | 1,835,000                    | 630.000                      |
| 8. Projects under construction as of 6/30    | <u>14.331.350</u>            | <u>                    </u>  |
| Subtotal Projects                            | \$ <u>46.009.898</u>         | \$ <u>25.936.917</u>         |
| Contingencies                                | \$ <u>155.381</u>            | \$ <u>0</u>                  |
| Total Engineering Division                   | \$ <u>46.797.779</u>         | \$ <u>26.611.417</u>         |
| TOTAL EXPENDITURES                           | \$ <u>51.951.522</u>         | \$ <u>32.257.478</u>         |

**ROADSIDE BETTERMENT**  
**Thomas L. Bolich, Director of Public Works**  
Unit Number: 13/60/30

Fund: Special Revenue  
Function: Public Ways & Facilities  
Activity : Public Ways

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 71,325 \$         | 306,504 \$              | 242,099 \$                     | 248,783 \$           | 248,783 \$        | (57,721)                          |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.            | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total</b> \$              | <b>71,325 \$</b>  | <b>306,504 \$</b>       | <b>242,099 \$</b>              | <b>248,783 \$</b>    | <b>248,783 \$</b> | <b>(57,721)</b>                   |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements \$</b> | <b>71,325 \$</b>  | <b>306,504 \$</b>       | <b>242,099 \$</b>              | <b>248,783 \$</b>    | <b>248,783 \$</b> | <b>(57,721)</b>                   |

**Available Funds**

|                        |                   |                   |                   |                   |                   |                |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|----------------|
| Fund Balance Avail. \$ | (580) \$          | 131,689 \$        | 131,689 \$        | 75,260 \$         | 75,260 \$         | (56,429)       |
| Cancel Reserve         | 18,034            | 14,740            | 14,740            | 2,714             | 2,714             | (12,026)       |
| Serv ChglAssess        | 0                 | 0                 | 0                 | 0                 | 0                 | 0              |
| Revenues               | 203,014           | 160,075           | 170,930           | 170,809           | 170,809           | 10,734         |
| <b>Total</b> \$        | <b>220,468 \$</b> | <b>306,504 \$</b> | <b>317,359 \$</b> | <b>248,783 \$</b> | <b>248,783 \$</b> | <b>157,721</b> |

The 2002-03 recommended program reflects allocations approved by the Transportation Commission. The recommended financing includes an estimated fund balance June 30, 2002 of \$77,974, and transportation fund revenues of \$170,809, leaving an estimated \$0 in unappropriated fund balance. This budget reflects the projects and programs shown in the proposed 2002-03 capital improvement document as follows:

| <u>Service</u>                        | <u>01-02<br/>Allow</u>   | <u>02-03<br/>Recom</u>   |
|---------------------------------------|--------------------------|--------------------------|
| Wilder Trail Coast Connection         | \$ 58,530                | \$ 170,809               |
| Holohan Road, Green Valley To Hwy 152 | 170,000                  | 0                        |
| Pajaro River Levee Bike Path          | 12,974                   | 12,974                   |
| Sims Road Pedestrian Improvement      | <u>65,000</u>            | <u>65,000</u>            |
| <b>TOTAL</b>                          | <b>\$ <u>306,504</u></b> | <b>\$ <u>248,783</u></b> |

**REDEVELOPMENT AGENCY ENGINEERING**  
**Thomas L. Bolich, Director of Public Works**  
Unit Number: 61/01/00

---

Fund: Special District  
Function: Redevelopment Agency

This budget provides general engineering and administration funding for Public Works Department Redevelopment Projects staff. These figures do not include project engineering costs, consultant engineering fees or contract administration and inspection costs. Total project costs are included in the Redevelopment Agency's project budget.

| <u>Service</u>                       | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|--------------------------------------|------------------------------|------------------------------|
| General Engineering & Administration | \$ <u>70,000</u>             | \$ <u>70,000</u>             |
| TOTAL                                | \$ <u>70,000</u>             | \$ <u>70,000</u>             |

## **BOARD GOVERNED SPECIAL DISTRICTS**

The Board of Supervisors serves as the governing Board for a number of special purpose districts administered by the Department of Public Works. As governing Board for the districts, the Board of Supervisors establishes the district work program and adopts the budget. Below is a listing of the Board-governed districts, followed by a presentation of the expenditures and financing recommended for each.

Service charge rate increases were necessary in most of the sanitation CSAs and sanitation districts to maintain funding for budgeted maintenance and operation costs. State law requires certified treatment plant operators at these plants to monitor, test and maintain the various complex treatment system equipment. The certified operators must be available on a 24 hour per day basis for problems that arise at the treatment plants.

### **LISTING OF DISTRICTS**

| <b><u>PUBLIC PROTECTION<br/>DISTRICTS</u></b>        | <b><u>SUPERVISORIAL<br/>DISTRICTS</u></b> | <b><u>PAGE NO.</u></b> |
|--|---|------------------------|
| 1. SC Co Flood Control & Water Cons. General         | Countywide, Unincorp.                     | 31                     |
| 2. Pajaro Storm Drain Maint.                         | 2,4                                       | 33                     |
| 3. SC Co Flood Control & Water Cons. Zn 5            | 1,2                                       | 35                     |
| 4. SC Co Flood Control & Water Cons. Zn 5, Exp Const | 1,2                                       | 36                     |
| 5. SC Co Flood Control & Water Cons. Zn 6            | 2   | 38                     |
| 6. SC Co Flood Control & Water Cons. Zn 7            | 2,4                                       | 40                     |
| 7. SC Co Flood Control & Water Cons. Zn 8            | 5   | 42                     |
| 8. SC Co Flood Control & Water Cons.                 | Countywide, Unincorp                      | 44                     |
| <b><u>HEALTH AND SANITATION<br/>DISTRICTS</u></b>    | <b><u>SUPERVISORIAL<br/>DISTRICTS</u></b> | <b><u>PAGE NO.</u></b> |
| 1. Refuse Disposal CSA #9 Zone C                     | Countywide, Unincorp                      | 45                     |
| 2. Ben Lomond Closure/Post Closure                   | Countywide, Unincorp                      | 49                     |
| 3. Buena Vista Closure/Post Closure                  | Countywide, Unincorp                      | 50                     |
| 4. Boulder Creek CSA #7                              | 5   | 51                     |
| 5. Davenport Co Sanitation District                  | 3   | 53                     |
| 6. Davenport Co Sanitation Dist., Davis Grunsky      | 3   | 55                     |
| 7. Freedom Co Sanitation Dist., Operations           | 2,4                                       | 56                     |
| 8. Freedom Co Sanitation Dist., Exp Construction     | 2,4                                       | 57                     |
| 9. Place De Mer CSA #2                               | 2   | 59                     |
| 10. Rolling Woods CSA #10                            | 5   | 61                     |
| 11. Sand Dollar Beach CSA #5                         | 2   | 63                     |
| 12. Trestle Beach CSA #20                            | 2   | 65                     |
| 13. Summit West CSA #54                              | 5   | 67                     |
| 14. Graham Hill CSA #57                              | 5   | 68                     |

**ROAD AND LIGHTING MAINTENANCE**  
**DISTRICTS**

**SUPERVISORIAL**  
**DISTRICTS**

**PAGE NO.**

|  |                      |     |
|--|----------------------|-----|
| 1. Aptos Seascape CSA #3                 | 2                    | 70  |
| 2. County Highway Safety Service Area #9 | Countywide, Unincorp | 71  |
| 3. CSA #9A-Residential Lighting          | Countywide, Unincorp | 73  |
| 4. CSA #9B-School Crossing Guard         | 1                    | 74  |
| 5. CSA #9, Zone D, Subzone 1             | 5,3                  | 75  |
| 6. CSA #9, Zone D, Subzone 2             | 1,2                  | 76  |
| 7. CSA #9, Zone D, Subzone 3             | 2,4                  | 77  |
| 8. Hutchinson Road-CSA #13               | 5                    | 78  |
| 9. Oak Flat Rd-CSA #13A                  | 5                    | 79  |
| 10. Huckleberry Woods-CSA #15            | 5                    | 80  |
| 11. Robak Drive-CSA #16                  | 2                    | 81  |
| 12. Empire Acres-CSA #17                 | 3                    | 82  |
| 13. Whitehouse Canyon-CSA #18            | 3                    | 83  |
| 14. Westdale Drive-CSA #21               | 3                    | 84  |
| 15. Kelly Hill-CSA #22                   | 5                    | 85  |
| 16. Old Ranch Road-CSA#23                | 5                    | 86  |
| 17. Pineridge-CSA #24                    | 5                    | 87  |
| 18. Viewpoint Road-CSA #25               | 2                    | 88  |
| 19. Hidden Valley-CSA #26                | 1                    | 89  |
| 20. Lomond Terrace-CSA #28               | 5                    | 90  |
| 21. Glenwood Acres-CSA #30               | 5                    | 91  |
| 22. View Circle-CSA #32                  | 5                    | 92  |
| 23. Redwood Drive-CSA #33                | 2                    | 93  |
| 24. Larsen Road-CSA #34                  | 2                    | 94  |
| 25. Country Estates-CSA #35              | 3                    | 95  |
| 26. Forest Glen-CSA #36                  | 2                    | 96  |
| 27. Roberts Road-CSA #37                 | 5                    | 97  |
| 28. Reed Street-CSA #39                  | 5                    | 98  |
| 29. Ralston Way-CSA #40                  | 5                    | 99  |
| 30. Loma Prieta Drive-CSA #41            | 2                    | 100 |
| 31. Sunlit Lane-CSA #42                  | 3                    | 101 |
| 32. Bonita Encino-CSA #43                | 2                    | 102 |
| 33. Sunbeam Woods-CSA #44                | 5                    | 103 |
| 34. Pinecrest-CSA #46                    | 5                    | 104 |
| 35. Braemoor-CSA #47                     | 3                    | 105 |
| 36. Vineyard-CSA #50                     | 3                    | 106 |
| 37. Hopkins Gulch-CSA #51                | 5                    | 107 |
| 38. Upper Pleasant Valley-CSA #52        | 2                    | 108 |
| 39. Riverdale Drive-CSA #55              | 5                    | 109 |
| 40. Felton Grove-CSA #56                 | 5                    | 110 |

## **PUBLIC PROTECTION DISTRICTS**

### **SANTA CRUZ COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT - GENERAL**

**Thomas L. Bolich, Director of Public Works**

Index Number: 135462

Fund: Special District  
Function: Public Protection

| Requirements           | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>  |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$ | 457,465 \$        | 485,311 \$              | 485,226 \$                     | 485,528 \$           | 485,528 \$        | 217                               |
| Other Charges          | 4,388             | 4,388                   | 4,288                          | 0                    | 0                 | (4,388)                           |
| Fixed Assets           | 2,630             | 21,572                  | 15,637                         | 6,600                | 6,600             | (14,972)                          |
| Approp. for Cont.      | 0                 | 95,100                  | 0                              | 54,680               | 54,680            | (40,420)                          |
| Total \$               | 464,483 \$        | 606,371 \$              | 505,151 \$                     | 546,808 \$           | 546,808 \$        | (59,563)                          |
| Increase Reserve       | 0                 | 25,172                  | 25,172                         | 0                    | 0                 | (25,172)                          |
| Total Requirements \$  | 464,483 \$        | 631,543 \$              | 530,323 \$                     | 546,808 \$           | 546,808 \$        | (84,735)                          |
| <b>Available Funds</b> |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$ | 105,916           | 154,131 \$              | 154,131 \$                     | 126,615 \$           | 126,615 \$        | (27,516)                          |
| Cancel Reserve         | 51,373            | 0                       | 0                              | 25,172               | 25,172            | 25,172                            |
| Property Taxes         | 355,010           | 360,892                 | 372,236                        | 389,821              | 389,821           | 28,929                            |
| Revenues               | 106,315           | 116,520                 | 130,571                        | 5,200                | 5,200             | (111,320)                         |
| Total \$               | 618,614 \$        | 631,543 \$              | 656,938 \$                     | 546,808 \$           | 546,808 \$        | (84,735)                          |

The Flood Control District is a county-wide zone that provides for flood control, water conservation and water resources planning and management. Activities include participation in the review and evaluation of surface and groundwater monitoring activities, preparation of various water studies and coordination of the ALERT flood warning system. Activities also include administrative support to the Water Advisory Commission. The proposed budget includes participation by the Flood Control and Water Conservation District in the amount of \$30,500 for water resource consulting to evaluate issues surrounding a proposed conjunctive use water supply proposal in the lower San Lorenzo River watershed. It also includes fixed asset purchases in the amount of \$6,600 to upgrade District ALERT computer equipment located in the Office of Emergency Services.

The recommended financing includes an estimated fund balance June 30, 2002 of \$151,787, tax levy share of \$389,821, and other revenues of \$5,200, leaving an estimated \$0 in unappropriated fund balance.

| Service                                       | 01-02<br>Allow | 02-03<br>Recom |
|---|----------------|----------------|
| Planning Services                             | \$ 489,699     | \$ 0           |
| DPW Services                                  | 0              | 485,528        |
| Fixed Assets (See Table Next Page for Detail) | 21,572         | 6,600          |
| Contingencies                                 | 95,100         | 56,680         |
| TOTAL   | \$ 606,371     | \$ 548,808     |

## SC CO FLOOD CONTROL - GENERAL - (Continued)

The table below provides the fixed asset detail recommended for SC Co Flood Control & Water Conservation District - Index No. 135462 for 2002-03.

| Index No./<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description  | Recommended<br>Amount  |
|------------------------------|----------|----------------------------|--|------------------------|
| 135462/6610                  | 1        | R                          | Laptop Computer for ALERT System                               | \$ 3,000               |
|                              | 1        | N                          | ALERT Computer Base Station<br>With <b>Flat</b> Screen Monitor | 3,000                  |
|                              | 1        | N                          | Color Printer for Base Station                                 | 600                    |
| <b>Total</b>                 |          |                            |  | <b>\$ <u>6,600</u></b> |

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03   | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|---------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                     |                                   |
| Services & Supplies \$    | 292,312           | \$ 558,033              | \$ 485,560                     | \$ 569,033           | \$ 569,033          | 11,000                            |
| Other Charges             | 0                 | 0                       | 5,000                          | 0                    | 0                   | 0                                 |
| Fixed Assets              | 3,329             | 898,400                 | 56,000                         | 1,170,984            | 1,170,984           | 272,584                           |
| Approp. for Cont.         | 0                 | 406,314                 | 0                              | 187,167              | 187,167             | (219,147)                         |
| <b>Total</b>              | \$ 295,641        | \$ 1,862,747            | \$ 546,560                     | \$ 1,927,184         | \$ 1,927,184        | 64,437                            |
| Increase Reserve          | 0                 | 0                       | 0                              | 0                    | 0                   | 0                                 |
| <b>Total Requirements</b> | <u>\$ 295,641</u> | <u>\$ 1,862,747</u>     | <u>\$ 546,560</u>              | <u>\$ 1,927,184</u>  | <u>\$ 1,927,184</u> | <u>64,437</u>                     |

**Available Funds**

|                        |                     |                     |                     |                     |                     |               |
|------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------|
| Fund Balance Avail. \$ | 486,070             | 760,055             | \$ 760,055          | \$ 768,612          | \$ 768,612          | 8,557         |
| Cancel Reserve         | 0                   | 0                   | 0                   | 0                   | 0                   | 0             |
| Property Taxes         | 530,673             | 516,252             | 527,107             | 578,132             | 578,132             | 61,880        |
| Assessments            | 0                   | 0                   | 0                   | 0                   | 0                   | 0             |
| Revenues               | 38,953              | 586,440             | 28,010              | 580,440             | 580,440             | (6,000)       |
| <b>Total</b>           | <u>\$ 1,055,696</u> | <u>\$ 1,862,747</u> | <u>\$ 1,315,172</u> | <u>\$ 1,977,184</u> | <u>\$ 1,927,184</u> | <u>64,437</u> |

This district was established to maintain the Pajaro River, Salsipuedes Creek, and other levees, channels and tributary creeks in the South County.

The recommended financing includes an estimated fund balance June 30, 2002 of \$768,612, tax levy share of \$578,132, Community Development Block Grant (CDBG) of \$555,440, and other revenues of \$25,000, leaving an estimated \$0 in unappropriated fund balance.

**PAJARO STORM DRAIN MAINTENANCE DISTRICT - (Continued)**

| <u>Service</u>                                  | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|---|------------------------------|------------------------------|
| Contingency                                     | \$ 406,314                   | \$ 187,167                   |
| Pajaro Storm Drain Maintenance and Operations   | 245,000                      | 245,000                      |
| Utilities                                       | 30,000                       | 30,000                       |
| California Conservation Corps Projects          | 18,033                       | 18,033                       |
| Fish & Game MOU                                 | 5,000                        | 5,000                        |
| General Engineering & Public Service            | 70,000                       | 70,000                       |
| Water Quality - NPDES                           | 35,000                       | 35,000                       |
| Pajaro River Watershed Basin Study (FPA Funds)  | 0                            | 11,000                       |
| Litigation Work                                 | 100,000                      | 100,000                      |
| County Counsel Services                         | 10,000                       | 10,000                       |
| Accounting & Audit Fees                         | 10,000                       | 10,000                       |
| Freedom Lake Retaining Wall                     | 70,000                       | 0                            |
| Salsipuedes Creek Sand Bar Removal              | 25,000                       | 50,000                       |
| Harkins Slough Pump Replacement                 | 55,500                       | 55,500                       |
| Cunha Ditch                                     | 60,000                       | 0                            |
| Structures and Improvements                     | 0                            | 377,584                      |
| CDBG Pajaro/Salsipuedes Levee Stabilization     | 555,400                      | 555,400                      |
| CDBG Pajaro/Salsipuedes Levee Stab. Local Share | 132,500                      | 132,500                      |
| Watsonville Slough Clearing                     | \$ 35,000                    | \$ 35,000                    |
| <b>TOTAL</b>                                    | <b>\$ 1,862,747</b>          | <b>\$ 1,927,184</b>          |

The table below provides the fixed asset detail recommended for Pajaro Storm Drain Maintenance District - Index No. 622245 for 2002-03.

| <u>Index No./</u><br><u>Sub Object No.</u> | <u>Quantity</u> | <u>New (N)</u><br><u>Replacement (R)</u> | <u>Description</u>                                      | <u>Recommended</u><br><u>Amount</u> |
|--|-----------------|--|---|-------------------------------------|
| 62224516610                                | 1               | N  | Salsipuedes Creek Sand Bar Removal                      | \$ 50,000                           |
|  | 1               | N  | Structures and Improvements                             | 377,584                             |
|  | 1               | R  | Harkins Slough Pump Replacement                         | 55,500                              |
|  | 1               | N  | CDBG Pajaro/Salsipuedes Levee Stabilization             | 555,400                             |
|  | 1               | N  | CDBG Pajaro/Salsipuedes Levee Stabilization Local Share | 132,500                             |
| <b>Total</b>                               |                 |  |   | <b>\$ 1,170,984</b>                 |

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 178,073 \$        | 415,000 \$              | 415,000 \$                     | 425,000 \$           | 425,000 \$        | 10,000                            |
| Other Financing              | 0                 | 0                       | 0                              | 178,160              | 178,160           | 178,160                           |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.            | 0                 | 352,716                 | 0                              | 75,000               | 75,000            | (277,716)                         |
| <b>Total</b> \$              | <b>178,073 \$</b> | <b>767,716 \$</b>       | <b>415,000 \$</b>              | <b>678,160 \$</b>    | <b>678,160 \$</b> | <b>(89,556)</b>                   |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements \$</b> | <b>178,073 \$</b> | <b>767,716 \$</b>       | <b>415,000 \$</b>              | <b>678,160 \$</b>    | <b>678,160 \$</b> | <b>(89,556)</b>                   |
| <b>Available Funds</b>       |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$       | 289,458 \$        | 479,065 \$              | 479,065 \$                     | 355,370 \$           | 355,370 \$        | (123,695)                         |
| Cancel Reserve               | 68,966            | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Property Taxes               | 273,574           | 263,651                 | 271,857                        | 302,790              | 302,790           | 39,139                            |
| Assessments                  | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Revenues                     | 25,140            | 25,000                  | 9,448                          | 20,000               | 20,000            | (5,000)                           |
| <b>Total</b> \$              | <b>657,138 \$</b> | <b>767,716 \$</b>       | <b>770,370 \$</b>              | <b>678,160 \$</b>    | <b>678,160 \$</b> | <b>(89,556)</b>                   |

This district was established to provide for the maintenance of drainage facilities in the areas of the old Capitola and East Cliff Sanitation Districts.

The recommended financing includes an estimated fund balance June 30, 2002 of \$355,370, a tax levy share of \$302,790, and other revenues of \$20,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>                              | <u>01-02<br/>Allow</u>   | <u>02-03<br/>Recom</u>   |
|---|--------------------------|--------------------------|
| Maintenance and Operations                  | \$ 340,000               | \$ 350,000               |
| Emergency Flood Control Services            | 60,000                   | 60,000                   |
| County Counsel Services                     | 10,000                   | 10,000                   |
| Accounting and Audit Fees                   | 5,000                    | 5,000                    |
| Contribution to Expansion Construction Fund | 0                        | 178,160                  |
| Contingencies                               | <u>352,716</u>           | <u>75,000</u>            |
| <b>TOTAL</b>                                | <b>\$ <u>767,716</u></b> | <b>\$ <u>678,160</u></b> |

**SC CO FLOOD CONTROL - ZONE 5 EXPAN CONST**  
**Thomas L. Bolich, Director of Public Works**  
Index Number: 622365

Fund: Special District  
Function: Public Protection

| Requirements                 | Actual<br>2000-01        | Appropriated<br>2001-02    | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03       | Recom.<br>2002-03          | Change from<br>2001-02<br>Approp. |
|------------------------------|--------------------------|----------------------------|--------------------------------|----------------------------|----------------------------|-----------------------------------|
| <b>Appropriations</b>        |                          |                            |                                |                            |                            |                                   |
| Services & Supplies \$       | 115,837 \$               | 267,710 \$                 | 209,500 \$                     | 305,000 \$                 | 305,000 \$                 | 37,290                            |
| Other Charges                | 0                        | 0                          | 0                              | 0                          | 0                          | 0                                 |
| Fixed Assets                 | 4,296                    | 590,821                    | 364,200                        | 922,940                    | 922,940                    | 332,119                           |
| Approp. for Cont.            | 0                        | 498,247                    | 0                              | 200,000                    | 200,000                    | (298,247)                         |
| <b>Total</b>                 | <b>\$ 120,133 \$</b>     | <b>1,356,778 \$</b>        | <b>573,700 \$</b>              | <b>1,427,940 \$</b>        | <b>1,427,940 \$</b>        | <b>71,162</b>                     |
| Increase Reserve             | 0                        | 0                          | 0                              | 0                          | 0                          | 0                                 |
| <b>Total Requirements \$</b> | <b><u>170,133 \$</u></b> | <b><u>1,356,778 \$</u></b> | <b><u>573,700 \$</u></b>       | <b><u>1,427,940 \$</u></b> | <b><u>1,427,940 \$</u></b> | <b><u>71,162</u></b>              |

**Available Funds**

|                        |                        |                     |                     |                     |                     |               |
|------------------------|------------------------|---------------------|---------------------|---------------------|---------------------|---------------|
| Fund Balance Avail. \$ | 426,366 \$             | 1,020,778 \$        | 1,020,778 \$        | 834,780 \$          | 834,780 \$          | (185,998)     |
| Cancel Reserve         | 145,443                | 0                   | 0                   | 0                   | 0                   | 0             |
| Property Taxes         | 0                      | 0                   | 0                   | 0                   | 0                   | 0             |
| Assessments            | 0                      | 0                   | 0                   | 0                   | 0                   | 0             |
| Revenues               | 569,102                | 336,000             | 387,702             | 593,160             | 593,160             | 257,160       |
| <b>Total</b>           | <b>\$ 1,140,911 \$</b> | <b>1,356,778 \$</b> | <b>1,408,480 \$</b> | <b>1,427,940 \$</b> | <b>1,427,940 \$</b> | <b>71,162</b> |

This district was established to provide for construction of drainage improvements in the area bound by the old East Cliff and Capitola Sanitation Districts. The district is financed through drainage fees on new construction in the area. The Zone 5 Master Plan has been completed and this year's budget includes funds for capital improvement projects in the Master Plan. This budget reflects the projects and programs shown in the proposed 2002-03 capital improvement document.

The recommended financing includes an estimated fund balance June 30, 2002 of \$834,780, drainage fees of \$320,000, permit processing fees of \$55,000, operating transfers of \$178,160, and other revenue of \$40,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>                       | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|--------------------------------------|------------------------|------------------------|
| General Engineering & Public Service | \$ 80,000              | \$ 85,000              |
| Permit Processing                    | 50,000                 | 60,000                 |
| Field Inspection                     | 20,000                 | 10,000                 |
| Master Plan                          | 33,210                 | 25,000                 |
| Soquel Creek Sandbar Removal         | 50,000                 | 60,000                 |
| Water Quality - NPDES                | 30,000                 | 60,000                 |
| Minor Projects                       | 28,000                 | 35,000                 |
| 41st Avenue Improvements             | 14,000                 | 0                      |
| Plan Review                          | 4,500                  | 5,000                  |
| Contingencies                        | 498,247                | 200,000                |

# **SC CO FLOOD CONTROL - ZONE 5 EXPAN CONST (Continued)**

| <u>Service</u>                                   | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|--|------------------------------|------------------------------|
| Master Plan CIP Improvements:                    |                              |                              |
| Bostwick Lane                                    | \$ 182,000                   | \$ 200,000                   |
| 14th Avenue Cul de Sac                           | 60,000                       | 60,000                       |
| Alice Street-7th Avenue to Corcoran              | 150,000                      | 0                            |
| Structures & Improvements                        | 0                            | 455,940                      |
| Kinsley Street-Chanticleer Avenue to 17th Avenue | <u>156,821</u>               | <u>172,000</u>               |
| <b>TOTAL</b>                                     | <b>\$ <u>1,356,778</u></b>   | <b>\$ <u>1,427,940</u></b>   |

The table below provides the fixed asset detail recommended for Zone 5 Expansion Construction - Index No. 622365 for 2002-03.

| <u>Index No./</u><br><u>Sub Object No.</u> | <u>Quantity</u> | <u>New (N)</u><br><u>Replacement (R)</u> | <u>Description</u>                  | <u>Recommended</u><br><u>Amount</u> |
|--|-----------------|--|-------------------------------------|-------------------------------------|
| 62236516610                                | 1               | N  | Minor Projects                      | \$ 35,000                           |
|  | 1               | N  | Bostwick Lane Improvements          | 200,000                             |
|  | 1               | N  | 14th Ave Cul de Sac Improvements    | 60,000                              |
|  | 1               | N  | Structures & Improvements           | 455,940                             |
|  | 1               | N  | Kinsley St, Chanticleer to 17th Ave | 172,000                             |
| <b>Total</b>                               |                 |  |                                     | <b>\$ <u><u>922,940</u></u></b>     |

**SC CO FLOOD CONTROL - ZONE 6**  
**Thomas L. Bolich, Director of Public Works**  
Index Number: 622375

Fund: Special District  
Function: Public Protection

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 153,177 \$        | 389,367 \$              | 243,866 \$                     | 207,000 \$           | 207,000 \$        | (182,367)                         |
| <b>Other Charges</b>              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Fixed Assets</b>               | 41,439            | 405,000                 | 10,000                         | 371,901              | 371,901           | (33,099)                          |
| <b>Approp. for Cont.</b>          | 0                 | 38,936                  | 0                              | 46,500               | 46,500            | 7,564                             |
| <b>Total</b> \$                   | 194,616 \$        | 833,303 \$              | 253,866 \$                     | 625,401 \$           | 625,401 \$        | (207,902)                         |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$      | 194,616 \$        | 833,303 \$              | 253,866 \$                     | 625,401 \$           | 675,401 \$        | (207,902)                         |
| <b>Available Funds</b>            |                   |                         |                                |                      |                   |                                   |
| <b>Fund Balance Avail.</b> \$     | 462,813 \$        | 619,103 \$              | 619,103 \$                     | 488,401 \$           | 488,401 \$        | (130,702)                         |
| <b>Cancel Reserve</b>             | 144,471           | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Property Taxes</b>             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Assessments</b>                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Revenues</b>                   | 206,435           | 214,200                 | 123,164                        | 137,000              | 137,000           | (77,200)                          |
| <b>Total</b> \$                   | 813,719 \$        | 833,303 \$              | 742,267 \$                     | 625,401 \$           | 625,401 \$        | (207,902)                         |

This district was established to provide for the maintenance and drainage improvements in the Aptos area. This budget reflects the projects and programs shown in the proposed 2002-03 capital improvement document.

The recommended financing includes an estimated fund balance June 30, 2002 of \$488,401, drainage fees of \$90,000, permit processing fees of \$27,000, and other revenue of \$20,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>                           | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|--|------------------------------|------------------------------|
| Maintenance and Operations               | \$ 150,000                   | \$ 65,000                    |
| General Engineering & Public Service     | 60,000                       | 43,000                       |
| Permit Processing                        | 35,000                       | 45,000                       |
| Field Inspection                         | 5,000                        | 1,000                        |
| Facilities Mapping                       | 30,000                       | 30,000                       |
| Esplanade Drainage Study                 | 10,000                       | 0                            |
| Water Quality - NPDES                    | 30,000                       | 22,000                       |
| Minor Projects                           | 25,000                       | 10,000                       |
| Esplanade Drainage Improvement Project   | 380,000                      | 361,901                      |
| Plan Review                              | 1,000                        | 1,000                        |
| Resurrection Church Offsite Improvements | 68,367                       | 0                            |
| Contingencies                            | 38,936                       | 46,500                       |
| <b>TOTAL</b>                             | <b>\$ 833,303</b>            | <b>\$ 625,401</b>            |

## SC CO FLOOD CONTROL - ZONE 6 - (Continued)

The table below provides the fixed asset detail recommended for Zone 6 - Index No. 622375 for 2002-03.

| index No./<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description                     | Recommended<br>Amount    |
|------------------------------|----------|----------------------------|---------------------------------|--------------------------|
| 622375/6610                  | 1        | N                          | Esplanade Drainage Improvements | \$ 361,901               |
|                              | 1        | N                          | Minor Projects                  | 10,000                   |
| <b>Total</b>                 |          |                            |                                 | <b>\$ <u>371,901</u></b> |

| Requirements              | Actual<br>2000-01   | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03   | Change<br>from 2001-02<br>Approp. |
|---------------------------|---------------------|-------------------------|--------------------------------|----------------------|---------------------|-----------------------------------|
| <b>Appropriations</b>     |                     |                         |                                |                      |                     |                                   |
| Services & Supplies \$    | 728,218             | \$ 755,000              | \$ 638,560                     | \$ 671,000           | \$ 671,000          | \$ (84,000)                       |
| Other Charges             | 417,705             | 430,000                 | 368,571                        | 421,000              | 421,000             | (9,000)                           |
| Fixed Assets              | 108,449             | 1,145,575               | 284,000                        | 1,218,733            | 1,218,733           | 73,158                            |
| Approp. for Cont.         | 0                   | 0                       | 0                              | 0                    | 0                   | 0                                 |
| <b>Total</b>              | <b>\$ 1,254,372</b> | <b>\$ 2,330,575</b>     | <b>\$ 1,291,131</b>            | <b>\$ 2,310,733</b>  | <b>\$ 2,310,733</b> | <b>\$ (19,842)</b>                |
| Increase Reserve          | 0                   | 0                       | 0                              | 0                    | 0                   | 0                                 |
| <b>Total Requirements</b> | <b>\$ 1,254,372</b> | <b>\$ 2,330,575</b>     | <b>\$ 1,291,131</b>            | <b>\$ 2,310,733</b>  | <b>\$ 2,310,733</b> | <b>\$ (19,842)</b>                |
| <b>Available Funds</b>    |                     |                         |                                |                      |                     |                                   |
| Fund Balance Avail. \$    | 1,013,952           | \$ 1,091,628            | \$ 1,091,628                   | \$ 1,025,012         | \$ 1,025,012        | \$ (66,616)                       |
| Cancel Reserve            | 0                   | 0                       | 0                              | 0                    | 0                   | 0                                 |
| Property Taxes            | 0                   | 0                       | 0                              | 0                    | 0                   | 0                                 |
| Assessments               | 1,147,015           | 1,192,947               | 1,192,947                      | 1,255,721            | 1,255,721           | 62,774                            |
| Revenues                  | 185,033             | 46,000                  | 31,568                         | 30,000               | 30,000              | (16,000)                          |
| <b>Total</b>              | <b>\$ 2,346,000</b> | <b>\$ 2,330,575</b>     | <b>\$ 2,316,143</b>            | <b>\$ 2,310,733</b>  | <b>\$ 2,310,733</b> | <b>\$ 119,842</b>                 |

This district was established to provide funding for implementing proposed Army Corps of Engineers flood control projects on the Pajaro River, Salsipuedes Creek and Corralitos Creek, as well as providing funding for augmented maintenance on these creek/river channels. Staff coordinates with the Corps to ensure local needs are addressed and provides assistance to the Corps as necessary in project evaluation, administrative and engineering drainage services, and is responsible for the replacement, upgrading and maintenance of drainage and flood control facilities in the levee system.

The recommended financing includes an estimated fund balance June 30, 2002 of \$1,025,012, assessments of \$1,255,721, and interest revenue of \$30,000, leaving an estimated \$0 in unappropriated fund balance.

# **SC CO FLOOD CONTROL - ZONE 7 - (Continued)**

| <u>Service</u>                                   | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|--|------------------------------|------------------------------|
| Maintenance and Operations on the Levee System   | \$ 335,000                   | \$ 335,000                   |
| River Management Plan                            | 20,000                       | 0                            |
| Pajaro River 1601/404 Maintenance Applications   | 25,000                       | 25,000                       |
| General Engineering & Public Service             | 205,000                      | 215,000                      |
| Management Plan Permit and Environmental Studies | 100,000                      | 25,000                       |
| County Counsel Services                          | 20,000                       | 20,000                       |
| Certificate Debt Service                         | 430,000                      | 421,000                      |
| Levee Sealcoat                                   | 50,000                       | 50,000                       |
| Bank Stabilization                               | 175,404                      | 175,404                      |
| Revegetation                                     | 135,000                      | 135,000                      |
| Lincoln Street Culvert Replacement               | 90,000                       | 90,000                       |
| Army Corps Flood Control Projects                | 573,789                      | 743,329                      |
| Flood Control Project Advocacy                   | 121,382                      | 25,000                       |
| Assessment District Startup                      | 40,000                       | 40,000                       |
| Pajaro River Watershed Basin Study (FPA Funds)   | <u>10,000</u>                | <u>11,000</u>                |
| <b>TOTAL</b>                                     | <b>\$ <u>2,330,575</u></b>   | <b>\$ <u>2,310,733</u></b>   |

The table below provides the fixed asset detail recommended for Index No. 622380 for 2002-03.

| <u>Index No./</u><br><u>Sub Object No.</u> | <u>Quantity</u> | <u>New (N)</u><br><u>Replacement (R)</u> | <u>Description</u>                 | <u>Recommended</u><br><u>Amount</u> |
|--|-----------------|--|------------------------------------|-------------------------------------|
| 62238016610                                | 1               | R  | Army Corps Flood Control Projects  | \$ 743,329                          |
|  | 1               | R  | Bank Stabilization                 | 175,404                             |
|  | 1               | R  | Revegetation                       | 135,000                             |
|  | 1               | R  | Lincoln Street Culvert Replacement | 90,000                              |
|  | 1               | R  | Levee Sealcoat                     | 50,000                              |
|  | 1               | N  | Flood Control Project Advocacy     | <u>25,000</u>                       |
| <b>Total</b>                               |                 |  |                                    | <b>\$ <u><u>1,218,733</u></u></b>   |

**SC CO FLOOD CONTROL - ZONE 8**  
**Thomas L. Bolich, Director of Public Works**  
Index Number: 622360

Fund: Special District  
Function: Public Protection

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recorn.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|--------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                    |                                   |
| Services & Supplies \$       | 98,934 \$         | 103,000 \$              | 111,000 \$                     | 115,000 \$           | 115,000 \$         | 12,000                            |
| Fixed Assets                 | 1,619             | 7,000                   | 27,000                         | 50,000               | 50,000             | 43,000                            |
| Approp. for Cont.            | 0                 | 22,274                  | 0                              | 27,642               | 27,642             | 5,368                             |
| <b>Total</b> \$              | <b>100,553 \$</b> | <b>132,274 \$</b>       | <b>138,000 \$</b>              | <b>192,642 \$</b>    | <b>192,642 \$</b>  | <b>60,368</b>                     |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Total Requirements</b> \$ | <b>100,553 \$</b> | <b>132,274 \$</b>       | <b>138,000 \$</b>              | <b>192,642 \$</b>    | <b>192,642 \$</b>  | <b>60,368</b>                     |

**Available Funds**

|                        |                   |                   |                   |                   |                   |               |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|
| Fund Balance Avail. \$ | 43,380 \$         | 45,474 \$         | 45,474 \$         | 43,642 \$         | 43,642 \$         | (1,832)       |
| Cancel Reserve         | 0                 | 0                 | 0                 | 0                 | 0                 | 0             |
| Property Taxes         | 0                 | 0                 | 0                 | 0                 | 0                 | 0             |
| Assessments            | 0                 | 0                 | 0                 | 0                 | 0                 | 0             |
| Revenues               | 102,647           | 86,800            | 136,168           | 149,000           | 149,000           | 62,200        |
| <b>Total</b> \$        | <b>146,027 \$</b> | <b>132,274 \$</b> | <b>181,642 \$</b> | <b>192,642 \$</b> | <b>192,642 \$</b> | <b>60,368</b> |

This district provides for drainage improvements and maintenance in the San Lorenzo Valley and is financed from fees on new construction in the area. This budget reflects the projects and programs shown in the proposed 2002-03 capital improvement document.

The recommended financing includes an estimated fund balance June 30, 2002 of \$43,642, drainage fees of \$110,000, permit processing fees of \$37,000, and other revenue of \$2,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>                       | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|--------------------------------------|------------------------------|------------------------------|
| Maintenance and Operations           | \$ 65,000                    | \$ 58,000                    |
| General Engineering & Public Service | 12,000                       | 21,000                       |
| Permit Processing                    | 25,000                       | 35,000                       |
| Field Inspection                     | 1,000                        | 1,000                        |
| Minor Projects                       | 2,000                        | 35,000                       |
| Water Quality - NPDES                | 5,000                        | 15,000                       |
| Contingencies                        | <u>22,274</u>                | <u>27,642</u>                |
| <b>TOTAL</b>                         | <b>\$ <u>132,274</u></b>     | <b>\$ <u>192,642</u></b>     |

## SC CO FLOOD CONTROL - ZONE 8 - (Continued)

The table below provides the fixed asset detail recommended for Zone 8 - Index No. 622360 for 2002-03.

| index No./<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description           | Recommended<br>Amount |
|------------------------------|----------|----------------------------|-----------------------|-----------------------|
| 622360/6610                  | 1        | N                          | Minor Projects        | \$ 35,000             |
|                              | 1        | N                          | Water Quality - NPESP | 15,000                |
| <b>Total</b>                 |          |                            |                       | <b>\$ 50,000</b>      |

This is a county-wide district administered by the Planning Department which provides flood control and water conservation planning. The 2002-03 budget will provide funds for Public Works to respond to log jam problems previously handled by the Planning Department.

| <u>Service</u>                       | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|--------------------------------------|------------------------------|------------------------------|
| General Engineering & Public Service | \$ <u>64.000</u>             | \$ <u>64.000</u>             |
| TOTAL                                | \$ <u>64.000</u>             | \$ <u>64.000</u>             |

## **HEALTH AND SANITATION DISTRICTS**

### **REFUSE DISPOSAL CSA #9C**

**Thomas L. Bolich, Director of Public Works**

Index Number: 6251 10

Fund: Special District

Function: Health & Sanitation

| Requirements                      | Actual<br>2000-01    | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03    | Change from<br>2001-02<br>Approp. |
|-----------------------------------|----------------------|-------------------------|--------------------------------|----------------------|----------------------|-----------------------------------|
| <b>Appropriations</b>             |                      |                         |                                |                      |                      |                                   |
| <b>Services &amp; Supplies</b> \$ | 6,463,969            | \$ 12,294,641           | \$ 9,062,494                   | \$ 13,837,700        | \$ 13,837,700        | \$ 1,543,059                      |
| <b>Other Charges</b>              | 1,123,736            | 810,000                 | 679,650                        | 783,000              | 783,000              | (27,000)                          |
| <b>Fixed Assets</b>               | 899,692              | 12,603,185              | 2,222,263                      | 11,035,500           | 11,035,500           | (1,567,685)                       |
| <b>Other Financing</b>            | 161,969              | 51,000                  | 51,000                         | 215,000              | 215,000              | 164,000                           |
| <b>Approp. for Cont.</b>          | 0                    | 2,044,409               | 0                              | 25,702               | 25,702               | (2,018,707)                       |
| <b>Total</b>                      | \$ 8,649,366         | \$ 27,803,235           | \$ 12,015,407                  | \$ 25,896,902        | \$ 25,896,902        | \$ (1,906,333)                    |
| <b>Increase Reserve</b>           | 0                    | 0                       | 0                              | 0                    | 0                    | 0                                 |
| <b>Total Requirements</b> \$      | <u>8,649,366</u>     | <u>27,803,235</u>       | <u>17,015,407</u>              | <u>25,896,902</u>    | <u>25,896,902</u>    | <u>(1,906,333)</u>                |
| <b>Available Funds</b>            |                      |                         |                                |                      |                      |                                   |
| <b>Fund Balance Avail.</b> \$     | 11,715,266           | \$ 17,223,915           | \$ 17,223,915                  | \$ 15,635,047        | \$ 15,635,047        | \$ (1,588,868)                    |
| <b>Cancel Reserve</b>             | 3,368,928            | 0                       | 0                              | 0                    | 0                    | 0                                 |
| <b>Serv Chgl/Assess</b>           | 3,076,606            | 3,084,605               | 3,064,000                      | 3,078,855            | 3,078,855            | (5,750)                           |
| <b>Revenues</b>                   | 7,712,481            | 7,494,715               | 7,362,539                      | 7,183,000            | 7,183,000            | (311,715)                         |
| <b>Total</b>                      | <u>\$ 25,873,281</u> | <u>\$ 27,803,235</u>    | <u>\$ 27,650,454</u>           | <u>\$ 25,896,902</u> | <u>\$ 25,896,902</u> | <u>\$ (1,906,333)</u>             |

The Refuse Disposal budget provides for ongoing improvements and operation of the Buena Vista Landfill, Ben Lomond Transfer Station, and County Household Hazardous Waste Collection Program, funding for future closure of the Buena Vista Landfill and ongoing maintenance of the closed Ben Lomond Landfill, various refuse abatement programs, refuse and recycling franchise collection program administration, administration of county-wide waste reduction and recycling programs, repayment of debt (CERTS) for past solid waste related capital projects, and payment of state mandated solid waste fees.

The Refuse Disposal budget includes state mandated (Assembly Bill 939) solid waste programs such as closure/post closure maintenance funding, ongoing CERTS payments for existing capital improvements, solid waste refuse and recycling collection programs, and maintenance of other public health related solid waste programs and operations at current levels. In addition, this year's budget includes costs associated with a variety of new and ongoing capital improvement projects at the Buena Vista Landfill and Ben Lomond Transfer Station, including development of a slide material disposal site and a soils storage site for landfill operations, continued funding of the landfill expansion reserve, construction of the Buena Vista Landfill Gas Power Project, expansion of the landfill gas collection and control system, recycling center improvements at both solid waste facilities, development of a pilot food waste collection, floor and load-out pit repairs at the Ben Lomond Transfer Station, road resurfacing of the primary landfill truck access route (Buena Vista Drive) in conjunction with the landfill entrance facility improvements, and processing operation, continued implementation of public education programs required under the County's Integrated Waste Management Plan, funding for the Public Schools Resource Conservation Program, and funding for purchase of a new street sweeper. This budget also includes the final lease purchase payment for a D-9 dozer purchased in fiscal year 2000-01.

The Refuse Disposal budget is financed by a combination of gate fees, service area charges and other sources of revenue, including state grant funding for oil recycling, revenue from sales of fixed assets, and reimbursement from outside agencies for joint projects (household hazardous waste collection) and other state grants. Funding for the 2002-03 budget will not require an increase in landfill gate fees or service area charges.

The recommended financing for the consolidated Refuse Disposal budget includes an estimated fund balance June 30, 2002 of \$15,430,047, service area revenues of \$3,078,855, gate fees of \$5,670,000, revenues from other agencies of \$453,000 and other revenues of \$1,060,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Refuse Disposal CSA #9C</u>                        | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|---|------------------------------|------------------------------|
| <u>Operations</u>                                     |                              |                              |
| Buena Vista Operations                                | \$ 1,926,616                 | \$ 2,216,000                 |
| Ben Lomond Operations                                 | 806,500                      | 958,000                      |
| Heavy Equipment Maintenance                           | 1,240,000                    | 1,233,000                    |
| Hazardous Household Waste Program                     | 601,140                      | 599,000                      |
| Analytical Laboratory Services                        | <u>84,850</u>                | <u>75,000</u>                |
| Subtotal  | \$ <u>4,659,106</u>          | \$ <u>5,081,000</u>          |
| <u>Refuse Collection and Recycling Programs</u>       |                              |                              |
| Used Oil Recycling Grant Program (7th Cycle)          | \$ 98,000                    | \$ 5,000                     |
| Used Oil Recycling Grant Program (8th Cycle)          | 0                            | 119,000                      |
| Public Schools Resource Conservation Program          | 87,000                       | 92,000                       |
| Rural Recycling Drop-off Centers                      | 120,000                      | 150,000                      |
| Landfill/Transfer Station Recycling Center Operations | 378,747                      | 425,000                      |
| Refuse Collection Service Rate Stabilization Fund     | 482,957                      | 715,000                      |
| Woodwaste Recovery Operations                         | 474,418                      | 580,000                      |
| Concrete Recycling Operations                         | 110,000                      | 110,000                      |
| Contributions To Recycling Market Development Zone    | 4,500                        | 4,500                        |
| Solid Waste Public Awareness Programs                 | 237,007                      | 342,000                      |
| Beverage Container Recycle Grant (DOC) 01/02          | 0                            | 20,600                       |
| Beverage Container Recycle Grant (DOC) 02/03          | 0                            | 42,000                       |
| Used Oil Recycling Grant Program (6th Cycle)          | 54,422                       | 0                            |
| Recycling Enhancement Grant Program                   | 228,960                      | 150,000                      |
| Used Oil Recycling Opportunity Block Grant Program    | 342,821                      | 0                            |
| Santa Cruz County Office Recycling Program            | 12,000                       | 12,000                       |
| Commercial & Multi-Family Recycling Program           | 94,958                       | 119,000                      |
| Food Waste Diversion Program                          | 108,887                      | 95,000                       |
| Construction & Demolition Recycling Prog. Operations  | 0                            | 492,000                      |
| Electronic Waste Recycling Program                    | 0                            | 140,000                      |
| Waste Tire Recycling Grant Program                    | 0                            | 36,000                       |
| Bicycle Committee Demonstration Project               | 17,144                       | 0                            |
| Central Coast Recycling Media Coalition               | 25,697                       | 0                            |
| Parks Recycling Enclosures                            | <u>70,000</u>                | <u>0</u>                     |
| Subtotal  | \$ <u>2,947,518</u>          | \$ <u>3,649,100</u>          |

| <u>Refuse Disposal CSA #9C</u>                       | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|--|------------------------------|------------------------------|
| <u>Solid Waste Administration</u>                    |                              |                              |
| Franchise and Recycling Programs Administration      | \$ 511,000                   | \$ 328,000                   |
| Engineering and Environmental Programs Admin.        | 107,000                      | 167,000                      |
| Solid Waste Consultant Engineering                   | 331,279                      | 350,000                      |
| Slide Disposal Site Development                      | 0                            | 100,000                      |
| Disposal Facilities Siting Program                   | 175,000                      | 175,000                      |
| Landfill Gas Power Project                           | <u>90,700</u>                | <u>110,000</u>               |
| Subtotal   | \$ <u>1,214,979</u>          | \$ <u>1,230,000</u>          |
| <u>Refuse Abatement Programs</u>                     |                              |                              |
| Street Sweeping                                      | \$ 275,000                   | \$ 420,000                   |
| Illegal Dumping                                      | 85,000                       | 85,000                       |
| Litter Control                                       | 200,000                      | 200,000                      |
| Abandoned Vehicle Abatement Program                  | 0                            | 50,000                       |
| Dead Animal Pick-Up (Including SPCA Share)           | 10,000                       | 10,000                       |
| Property Refuse Abatement (Planning Department)      | 115,000                      | 115,000                      |
| Graffiti Abatement Program                           | <u>88,788</u>                | <u>80,000</u>                |
| Subtotal   | \$ <u>773,788</u>            | \$ <u>960,000</u>            |
| <u>Payments And Fees</u>                             |                              |                              |
| State Integrated Waste Management Fee                | \$ 225,000                   | \$ 235,000                   |
| State LEA Permit Inspection Fees                     | 18,000                       | 18,000                       |
| Other State/Local Permits                            | 16,000                       | 16,000                       |
| Sanitation Fees                                      | 5,000                        | 5,000                        |
| Environmental & Operating Liability Reserve Fund     | 900,000                      | 1,000,000                    |
| Scotts Valley Solid Waste Programs                   | 85,250                       | 119,600                      |
| Depreciation   | <u>1,450,000</u>             | <u>1,524,000</u>             |
| Subtotal   | \$ <u>2,699,250</u>          | \$ <u>2,917,600</u>          |
| <u>Other Charges</u>                                 |                              |                              |
| Hvy. Equip. Lease Purchase-Existing (D-9 Dozer)      | \$ 131,000                   | \$ 100,000                   |
| CERTS Payment - Principal & Interest                 | <u>679,000</u>               | <u>683,000</u>               |
| Subtotal   | \$ <u>810,000</u>            | \$ <u>783,000</u>            |
| <u>Capital Projects And Fixed Assets</u>             |                              |                              |
| Construction and Demolition Material Recycling Prog. | \$ 17,678                    | \$ 0                         |
| Food Compost Pilot Project                           | 150,000                      | 150,000                      |
| BV Landfill Soil Management Site                     | 3,261,614                    | 3,750,000                    |
| BV Landfill Maintenance Storage Building             | 55,000                       | 60,000                       |
| BV Landfill Methane System Expansion                 | 165,000                      | 245,000                      |
| BV Landfill Gas Power Project                        | 2,278,284                    | 550,000                      |
| BV Landfill Expansion Reserve                        | 3,000,000                    | 3,750,000                    |
| BV Landfill Entrance & Recycle Facilities Imprvmt.   | 2,600,000                    | 950,000                      |
| Ben Lomond Transfer St. Load-out Pit & Floor Repair  | 0                            | 250,000                      |
| Ben Lomond Recycling Center Improvement              | 1,070                        | 0                            |
| Fixed Asset List (See Table Next Page For Detail)    | <u>1,074,539</u>             | <u>1,330,500</u>             |
| Subtotal   | \$ <u>12,603,185</u>         | \$ <u>11,035,500</u>         |

| <u>Refuse Disposal CSA #9C</u>               | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|--|------------------------------|------------------------------|
| <u>Transfers To Other Funds</u>              |                              |                              |
| Contribution To Buena Vista Closure Fund     | \$ 45,000                    | \$ 35,000                    |
| Contribution To Ben Lomond Post-Closure Fund | 6,000                        | 5,000                        |
| Contribution To Road Fund for Street Sweeper | <u>0</u>                     | <u>175,000</u>               |
| Subtotal                                     | \$ <u>51,000</u>             | \$ <u>215,000</u>            |
| Appropriations For Contingencies             | \$ <u>2,044,409</u>          | <u>25,702</u>                |
| SOLID WASTE (625110) TOTAL                   | \$ <u>27,803,235</u>         | \$ <u>25,896,902</u>         |

The table below provides the fixed asset detail recommended for CSA #9C - Index No. 625110 for 2002-03.

| <u>Index No./</u><br><u>Sub Object No.</u> | <u>Quantity</u> | <u>New (N)</u><br><u>Replacement (R)</u> | <u>Description</u>                          | <u>Recommended</u><br><u>Amount</u> |
|--|-----------------|--|---|-------------------------------------|
| 6251 1016610                               | 1               | N  | BV Landfill Entrance & Recycle Fac Imprv    | \$ 950,000                          |
|  | 1               | N  | BV Landfill Methane System Expansion        | 245,000                             |
|  | 1               | N  | BV Landfill Soil Management Site Acq.       | 3,750,000                           |
|  | 1               | N  | BV Landfill Gas Power Project               | 550,000                             |
|  | 1               | N  | BV Landfill Maintenance Storage Building    | 60,000                              |
|  | 1               | R  | BV Landfill Expansion Reserve               | 3,750,000                           |
|  | 1               | R  | BL Transfer St. Load-out Pit & Floor Repair | 250,000                             |
|  | 1               | N  | Foodwaste Compost Pilot Project             | 150,000                             |
|  |                 |  |   | <u>\$ 9,705,000</u>                 |
| 6251 1018404                               | 1               | R  | Copy Machine                                | \$ 6,000                            |
|  | 2               | N  | 20 Ft. Storage Containers w/Roll-up Doors   | 6,500                               |
|  | 1               | N  | Wobble Wheel Roller                         | 16,000                              |
|  |                 |  |   | <u>\$ 28,500</u>                    |
| 6251 1018409                               | 1               | N  | Transfer Trailer                            | \$ 81,000                           |
|  | 1               | N  | Transfer Truck, 3 Axle                      | 124,000                             |
|  | 1               | N  | Pickup, 314 Ton, 4WD with Utility Body      | 34,000                              |
|  | 1               | N  | Pickup, 314 Ton, Long Bed, Club Cab 4WD     | 35,000                              |
|  | 1               | R  | Cat 826G Compactor                          | 515,000                             |
|  | 1               | R  | Cat 950G Loader                             | 265,000                             |
|  | 1               | R  | Cat D-4 Dozer                               | 115,000                             |
|  | 1               | R  | Pickup, 314 Ton, Long Bed, Club Cab 4WD     | 35,000                              |
|  | 1               | R  | Pickup, ½ Ton, Long Bed, 4WD                | 28,000                              |
|  | 1               | R  | Caron Compactor Wheels                      | 70,000                              |
|  |                 |  |   | <u>\$ 1,302,000</u>                 |
| Total                                      |                 |  |   | <u><u>\$ 11,035,500</u></u>         |

**BEN LOMOND CLOSURE/POST CLOSURE**  
**Thomas L. Bolich, Director of Public Works**  
Index Number: 650120

Fund: Special District  
Function: Health & Sanitation

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$    | 26,699            | \$ 227,005              | \$ 25,000                      | \$ 210,205           | \$ 210,205        | \$ (16,800)                       |
| Fixed Assets              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total</b>              | <b>\$ 26,699</b>  | <b>\$ 227,005</b>       | <b>\$ 25,000</b>               | <b>\$ 210,205</b>    | <b>\$ 210,205</b> | <b>\$ (16,800)</b>                |
| Increase Reserve          | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> | <b>\$ 26,699</b>  | <b>\$ 727,005</b>       | <b>\$ 25,000</b>               | <b>\$ 210,205</b>    | <b>\$ 210,205</b> | <b>\$ (16,800)</b>                |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$    | 217,445           | \$ 210,005              | \$ 210,005                     | \$ 198,205           | \$ 198,205        | \$ (11,800)                       |
| Cancel Reserve            | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Revenues                  | 19,259            | 17,000                  | 13,200                         | 12,000               | 12,000            | (5,000)                           |
| <b>Total</b>              | <b>\$ 236,704</b> | <b>\$ 227,005</b>       | <b>\$ 223,205</b>              | <b>\$ 210,205</b>    | <b>\$ 210,205</b> | <b>\$ 116,800</b>                 |

The recommended financing includes an estimated fund balance June 30, 2002 of \$198,205, operating transfers of \$5,000, and other revenues of \$7,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>                 | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|--------------------------------|------------------------|------------------------|
| Ben Lomond Closure Maintenance | \$ 227,005             | \$ 210,205             |
| <b>TOTAL</b>                   | <b>\$ 227,005</b>      | <b>\$ 210,205</b>      |

**BUENA VISTA CLOSURE/POST CLOSURE**  
**Thomas L. Bolich, Director of Public Works**  
Index Number: 650121

Fund: Special District  
Function: Health & Sanitation

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 0                 | \$ 0                    | \$ 0                           | \$ 0                 | \$ 0              | 0                                 |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.            | 0                 | 2,946,542               | 0                              | 2,996,942            | 2,996,942         | 50,400                            |
| <b>Total</b> \$              | 0                 | \$ 2,946,542            | \$ 0                           | \$ 2,996,942         | \$ 2,996,942      | \$ 50,400                         |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$ | 0                 | \$ 2,946,542            | \$ 0                           | \$ 2,996,942         | \$ 2,996,942      | \$ 50,400                         |

**Available Funds**

|                        |              |              |              |              |              |           |
|------------------------|--------------|--------------|--------------|--------------|--------------|-----------|
| Fund Balance Avail. \$ | 25,725       | \$ 2,726,542 | \$ 2,726,542 | \$ 2,866,942 | \$ 2,866,942 | 140,400   |
| Cancel Reserve         | 2,492,521    | 0            | 0            | 0            | 0            | 0         |
| Property Taxes         | 0            | 0            | 0            | 0            | 0            | 0         |
| Serv Chg/Assess        | 0            | 0            | 0            | 0            | 0            | 0         |
| Revenues               | 208,296      | 220,000      | 140,400      | 130,000      | 130,000      | (90,000)  |
| <b>Total</b> \$        | \$ 2,726,542 | \$ 2,946,542 | \$ 2,866,942 | \$ 2,996,942 | \$ 7,996,942 | \$ 50,400 |

The recommended financing includes an estimated fund balance June 30, 2002 of \$2,866,942, transfers of \$35,000, and other revenues of \$95,000, leaving an estimated \$2,996,942 in contingencies.

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recorn.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|--------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                    |                                   |
| <b>Services &amp; Supplies</b> \$ | 197,496 \$        | 278,318 \$              | 270,455 \$                     | 287,800 \$           | 287,800 \$         | 9,482                             |
| <b>Other Charges</b>              | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Fixed Assets</b>               | 0                 | 115,000                 | 0                              | 67,000               | 67,000             | (48,000)                          |
| <b>Approp. for Cont.</b>          | 0                 | 4,212                   | 0                              | 6,050                | 6,050              | 1,838                             |
| <b>Total</b> \$                   | 197,496 \$        | 397,530 \$              | 270,455 \$                     | 360,850 \$           | 360,850 \$         | (36,680)                          |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Total Requirements</b> \$      | <u>197,496 \$</u> | <u>397,530 \$</u>       | <u>270,455 \$</u>              | <u>360,850 \$</u>    | <u>360,850 \$</u>  | <u>(36,680)</u>                   |
| <b>Available Funds</b>            |                   |                         |                                |                      |                    |                                   |
| <b>Fund Balance Avail.</b> \$     | 159,505 \$        | 190,269 \$              | 190,269 \$                     | 120,604 \$           | 120,604 \$         | (69,665)                          |
| <b>Cancel Reserve</b>             | 20,137            | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Property Taxes</b>             | 299               | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Serv Chg/Assess</b>            | 195,149           | 197,261                 | 193,790                        | 233,246              | 233,246            | 35,985                            |
| <b>Revenues</b>                   | 12,675            | 10,000                  | 7,000                          | 7,000                | 7,000              | (3,000)                           |
| <b>Total</b> \$                   | <u>387,765 \$</u> | <u>397,530 \$</u>       | <u>391,059 \$</u>              | <u>360,850 \$</u>    | <u>360,850 \$</u>  | <u>(36,680)</u>                   |

This district provides sewage collection, treatment and disposal services for the residents of County Service Area #7 near the Boulder Creek Country Club on Highway 236. Service charge rates were increased in order to maintain budgeted funding for maintenance and operation of this CSA.

The recommended financing includes an estimated fund balance June 30, 2002 of \$120,604, service charge/assessments of \$233,246, and other revenues of \$7,000, leaving an estimated unappropriated fund balance of \$0.

**BOULDER CREEK CSA #7 - (Continued)**

| <u>Service</u>                                   | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|--|------------------------------|------------------------------|
| Treatment Plant Maintenance and Services         | \$ 128,564                   | \$ 130,000                   |
| Pump Station Maintenance and Operations          | 50,000                       | 50,000                       |
| Sewer Line Maintenance and Operations            | 20,000                       | 20,000                       |
| Leach Field/Land Spreading Maintenance and Oper. | 2,000                        | 2,000                        |
| Rate Study                                       | 0                            | 300                          |
| Lab Testing                                      | 6,000                        | 6,000                        |
| Pump & Motor Repairs & Replacement               | 10,000                       | 10,000                       |
| Utilities & Chemicals                            | 40,000                       | 45,000                       |
| Accounting and Audit Fees                        | 500                          | 500                          |
| Trench Repair                                    | 20,000                       | 20,000                       |
| Engineering                                      | 4,000                        | 4,000                        |
| Blowers  | 17,254                       | 0                            |
| Rebuild Pump Station #3                          | 50,000                       | 50,000                       |
| Structures and Improvements                      | 15,000                       | 5,000                        |
| Capital Replacement Reserve                      | 30,000                       | 12,000                       |
| Contingencies                                    | <u>4,212</u>                 | <u>6,050</u>                 |
| <b>TOTAL</b>                                     | <b>\$ <u>397,530</u></b>     | <b>\$ <u>360,850</u></b>     |

The table below provides the fixed asset detail recommended for CSA #7 - Index No. 625105 for 2002-03.

| <b>Index No./</b><br><b>Sub Object No.</b> | <b>Quantity</b> | <b>New (N)</b><br><b>Replacement (R)</b> | <b>Description</b>                 | <b>Recommended</b><br><b>Amount</b> |
|--|-----------------|--|------------------------------------|-------------------------------------|
| 62510516610                                | 1               | N  | <b>Structures And improvements</b> | \$ 5,000                            |
|  | 1               | N  | <b>Capital Replacement Reserve</b> | 12,000                              |
|  | 1               | R  | <b>Rebuild Pump Station No. 3</b>  | <u>50,000</u>                       |
| <b>Total</b>                               |                 |  |                                    | <b>\$ <u><u>67,000</u></u></b>      |

| Requirements                 | Actual<br>2000-01        | Appropriated<br>2001-02  | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03     | Recom.<br>2002-03        | Change from<br>2001-02<br>Approp. |
|------------------------------|--------------------------|--------------------------|--------------------------------|--------------------------|--------------------------|-----------------------------------|
| <b>Appropriations</b>        |                          |                          |                                |                          |                          |                                   |
| Services & Supplies \$       | 189,183 \$               | 197,000 \$               | 193,633 \$                     | 255,240 \$               | 255,240 \$               | 58,240                            |
| Other Charges                | 25,402                   | 25,932                   | 21,150                         | 20,973                   | 20,973                   | (4,959)                           |
| Fixed Assets                 | 103,470                  | 101,340                  | 20,000                         | 127,061                  | 127,061                  | 25,721                            |
| Approp. For Cont.            | 0                        | 4,587                    | 0                              | 6,761                    | 6,761                    | 2,174                             |
| <b>Total</b> \$              | <b>318,055</b>           | <b>328,859</b>           | <b>234,783</b>                 | <b>410,035 \$</b>        | <b>410,035 \$</b>        | <b>81,176</b>                     |
| Increase Reserve             | 0                        | 0                        | 0                              | 0                        | 0                        | 0                                 |
| <b>Total Requirements \$</b> | <b><u>318,055 \$</u></b> | <b><u>328,859 \$</u></b> | <b><u>234,783 \$</u></b>       | <b><u>410,035 \$</u></b> | <b><u>410,035 \$</u></b> | <b><u>81,176</u></b>              |
| <b>Available Funds</b>       |                          |                          |                                |                          |                          |                                   |
| Fund Balance Avail. \$       | 18,921 \$                | 79,196 \$                | 79,196 \$                      | 99,238 \$                | 99,238 \$                | 20,042                            |
| Cancel Reserve               | 31,092                   | 0                        | 0                              | 0                        | 0                        | 0                                 |
| Property Taxes               | 15,296                   | 15,631                   | 15,923                         | 15,491                   | 15,491                   | (140)                             |
| Serv ChglAssess              | 108,564                  | 110,532                  | 112,224                        | 136,805                  | 136,805                  | 26,273                            |
| Revenues                     | 223,378                  | 123,500                  | 126,678                        | 158,501                  | 158,501                  | 35,001                            |
| <b>Total</b> \$              | <b><u>397,251 \$</u></b> | <b><u>328,859 \$</u></b> | <b><u>334,021 \$</u></b>       | <b><u>410,035 \$</u></b> | <b><u>410,035 \$</u></b> | <b><u>81,176</u></b>              |

This district provides sewage collection, treatment and disposal services as well as the supplying and treatment of water to the Davenport areas of Oldtown, Newtown and San Vicente. Sewer and water service charge rates were increased in order to fund necessary operations and maintenance costs.

The recommended financing includes an estimated fund balance June 30, 2002 of \$99,238, service charge/assessments of \$136,805, RMC Pacific Materials (Lone Star) contributions of \$156,001, and property tax revenues of \$15,491, and other revenue of \$2,500, leaving an estimated \$0 in unappropriated fund balance.

# **DAVENPORT SANITATION - (Continued)**

| <u>Service</u>                   | <u>01-02 Allow</u> |                  | <u>02-03 Recom</u> |                   |
|----------------------------------|--------------------|------------------|--------------------|-------------------|
|                                  | <u>Sewer Sys</u>   | <u>Water Sys</u> | <u>Sewer Sys</u>   | <u>Water Sys</u>  |
| Maintenance & Operations         | \$ 100,000         | \$ 60,000        | \$ 105,000         | \$ 63,240         |
| Utilities & Chemicals            | 15,000             | 8,000            | 15,000             | 10,000            |
| Line, Pump & Motor Repairs       | 5,000              | 5,000            | 15,000             | 30,000            |
| Engineering/Inspections          | 1,000              | 1,000            | 2,000              | 2,000             |
| Water Tank Inspection & Cleaning | 0                  | 2,000            | 0                  | 2,000             |
| Rate Study                       | 0                  | 0                | 500                | 500               |
| Chlorine                         | 0                  | 0                | 10,000             | 0                 |
| REDIP Loan Repayment             | 15,730             | 0                | 11,298             | 0                 |
| SRF Loan Repayment-Oldtown Rehab | 10,202             | 0                | 9,675              | 0                 |
| Structures & Improvements        | 10,000             | 10,000           | 25,000             | 10,000            |
| Water Filter rehabilitation      | 0                  | 71,340           | 0                  | 71,340            |
| Capital Improvement Reserve      | 0                  | 0                | 17,092             | 3,629             |
| Chlorine Generator               | 10,000             | 0                | 0                  | 0                 |
| Contingencies                    | <u>2,191</u>       | <u>2,396</u>     | <u>4,365</u>       | <u>2,396</u>      |
| <b>TOTAL</b>                     | <b>\$ 169,123</b>  | <b>\$159,736</b> | <b>\$ 214,930</b>  | <b>\$ 195,105</b> |

The table below provides the fixed asset detail recommended for Davenport Sanitation - Index No. 625125 for 2002-03.

| <u>Index No./</u><br><u>Sub Object No.</u> | <u>Quantity</u> | <u>New (N)</u><br><u>Replacement (R)</u> | <u>Description</u>              | <u>Recommended</u><br><u>Amount</u> |
|--|-----------------|--|---------------------------------|-------------------------------------|
| 625125/6610                                | 1               | N  | Water Filtration Rehabilitation | \$ 71,340                           |
|  | 1               | R  | Sewer Structures & Improvements | 25,000                              |
|  | 1               | N  | Capital Improvement Reserve     | 20,721                              |
|  | 1               | R  | Water Structures & Improvements | 10,000                              |
| <b>Total</b>                               |                 |  |                                 | <b>\$ 127,061</b>                   |

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 0 \$              | 0 \$                    | 0 \$                           | 0 \$                 | 0 \$              | 0                                 |
| <b>Other Charges</b>              | 11,161            | 11,183                  | 11,183                         | 11,170               | 11,170            | (13)                              |
| <b>Approp. for Cont.</b>          | 0                 | 32                      | 0                              | 0                    | 0                 | (32)                              |
| <b>Total</b> \$                   | 11,161 \$         | 11,215 \$               | 11,183 \$                      | 11,170 \$            | 11,170 \$         | (45)                              |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$      | 11,161 \$         | 11,215 \$               | 11,183 \$                      | 11,170 \$            | 11,170 \$         | (45)                              |
| <b>Available Funds</b>            |                   |                         |                                |                      |                   |                                   |
| <b>Fund Balance Avail.</b> \$     | 102 \$            | 134 \$                  | 134 \$                         | 58 \$                | 58 \$             | (76)                              |
| <b>Cancel Reserve</b>             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Serv Chg/Assess</b>            | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Revenues</b>                   | 11,193            | 11,081                  | 11,107                         | 11,112               | 11,112            | 31                                |
| <b>Total</b> \$                   | 11,295 \$         | 11,215 \$               | 11,241 \$                      | 11,170 \$            | 11,170 \$         | (45)                              |

This fund finances the debt payment for the Davis Grunsky loan

The recommended financing includes an estimated fund balance June 30, 2002 of \$58, and contributions from RMC Pacific Materials (Lonestar) of \$11,112, resulting in an unappropriated fund balance of \$0.

**FREEDOM SANITATION**  
**Thomas L. Bolich, Director of Public Works**  
Index Number: 625130

Fund: Special District  
Function: Health & Sanitation

| Requirements                   | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|--------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>          |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> | \$ 368,274        | \$ 625,000              | \$ 299,769                     | \$ 615,000           | \$ 615,000        | \$ (10,000)                       |
| <b>Other Financing</b>         | 45,789            | 95,356                  | 95,356                         | 25,000               | 25,000            | (70,356)                          |
| <b>Fixed Assets</b>            | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Approp. for Cont.</b>       | 0                 | 70,758                  | 0                              | 91,194               | 91,194            | 20,436                            |
| <b>Total</b>                   | \$ 414,063        | \$ 791,114              | \$ 395,125                     | \$ 731,194           | \$ 731,194        | \$ (59,920)                       |
| <b>Increase Reserve</b>        | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b>      | \$ 414,063        | \$ 791,114              | \$ 395,125                     | \$ 731,194           | \$ 731,194        | \$ (59,920)                       |
| <b>Available Funds</b>         |                   |                         |                                |                      |                   |                                   |
| <b>Fund Balance Avail.</b>     | \$ 494,673        | 450,652                 | \$ 450,652                     | \$ 386,339           | \$ 386,339        | \$ (64,313)                       |
| <b>Cancel Reserve</b>          | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Serv ChglAssess</b>         | 332,465           | 310,462                 | 310,462                        | 322,355              | 322,355           | 11,893                            |
| <b>Revenues</b>                | 37,577            | 30,000                  | 20,350                         | 22,500               | 22,500            | (7,500)                           |
| <b>Total</b>                   | \$ 864,715        | \$ 791,114              | \$ 781,464                     | \$ 731,194           | \$ 731,194        | \$ (59,920)                       |

The Freedom County Sanitation District provides sewage collection and disposal services for the residents of the Freedom area. Final treatment and disposal are provided through the City of Watsonville's facility and outfall.

The recommended financing includes an estimated fund balance June 30, 2002 of \$386,339, service charge/assessments revenues of \$322,355, and other revenue of \$22,500, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>                                | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|---|------------------------------|------------------------------|
| Sewer Lift Station Maintenance and Operations | \$ 130,000                   | \$ 140,000                   |
| Watsonville Treatment Plant-District Charges  | 400,000                      | 400,000                      |
| Collection Line Maintenance and Operations    | 50,000                       | 30,000                       |
| Utilities                                     | 15,000                       | 15,000                       |
| Chemicals                                     | 10,000                       | 10,000                       |
| Engineering                                   | 10,000                       | 10,000                       |
| Source Control Program                        | 10,000                       | 10,000                       |
| Contributions To Expansion Construction Fund  | 95,356                       | 25,000                       |
| Contingencies                                 | <u>70,758</u>                | <u>91,194</u>                |
| <b>TOTAL</b>                                  | <b>\$ 791,114</b>            | <b>\$ 731,194</b>            |

**FREEDOM SANITATION EXPANSION CONSTRUCTION**  
**Thomas L. Bolich, Director of Public Works**  
Index Number: 625140

Fund: Special District  
Function: Health & Sanitation

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 11,817            | \$ 60,000               | \$ 0                           | \$ 61,000            | \$ 61,000         | \$ 1,000                          |
| <b>Fixed Assets</b>               | (34,202)          | 2,287,860               | 668,737                        | 1,826,321            | 1,826,321         | (461,539)                         |
| <b>Approp. for Cont.</b>          | 0                 | 342,354                 | 0                              | 300,000              | 300,000           | (42,354)                          |
| <b>Total</b> \$                   | (22,385)          | \$ 2,690,214            | \$ 668,737                     | \$ 2,187,321         | \$ 2,187,321      | \$ (502,893)                      |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$      | <u>(22,385)</u>   | <u>2,690,214</u>        | <u>668,737</u>                 | <u>2,187,321</u>     | <u>2,187,321</u>  | <u>(502,893)</u>                  |
| <b>Available Funds</b>            |                   |                         |                                |                      |                   |                                   |
| Fund <b>Balance Avail.</b> \$     | 1,794,794         | \$ 2,494,858            | \$ 2,494,858                   | \$ 2,062,321         | \$ 2,062,321      | \$ (432,537)                      |
| <b>Cancel Reserve</b>             | 252,626           | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Serv Chg/Assess                   | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Revenues</b>                   | 425,053           | 195,356                 | 236,200                        | 125,000              | 125,000           | (70,356)                          |
| <b>Total</b> \$                   | <u>2,472,473</u>  | <u>2,690,214</u>        | <u>2,731,058</u>               | <u>2,187,321</u>     | <u>2,187,321</u>  | <u>(502,893)</u>                  |

This budget provides funds for future capital expansion within the District and in conjunction with the City of Watsonville for joint facilities.

The recommended financing includes an estimated fund balance June 30, 2002 of \$2,062,321, operating transfers of \$25,000, and other revenue of \$100,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>                    | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|-----------------------------------|------------------------|------------------------|
| Engineering Services              | \$ 10,000              | \$ 10,000              |
| Minor Sewer Repairs               | 50,000                 | 50,000                 |
| Small Pump Station Improvements   | 100,000                | 75,000                 |
| Wastewater Reserves               | 735,651                | 735,651                |
| Structures & Improvements         | 400,000                | 267,354                |
| Small Line Rehabilitation         | 300,000                | 300,000                |
| inflow & Filtration Improvements  | 250,000                | 250,000                |
| Control Panel improvements        | 200,000                | 118,316                |
| St. Francis Assessment District   | 0                      | 1,000                  |
| Trembley Pump Station Replacement | 302,209                | 80,000                 |
| Contingencies                     | <u>342,354</u>         | <u>300,000</u>         |
| <b>TOTAL</b>                      | <u>\$ 2,690,214</u>    | <u>\$ 2,187,321</u>    |

## FREEDOM SANITATION EXPANSION CONSTRUCTION - (Continued)

The table below provides the fixed asset detail recommended for Freedom Sanitation Expansion Construction - Index No. 625140 for 2002-03.

| index No./<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description                       | Recommended<br>Amount      |
|------------------------------|----------|----------------------------|-----------------------------------|----------------------------|
| 62514016610                  | 1        | N                          | Small Pump Station Improvements   | \$ 75,000                  |
|                              | 1        | N                          | Wastewater Reserves               | 735,651                    |
|                              | 1        | N                          | Small Line Rehabilitation         | 300,000                    |
|                              | 1        | N                          | Structures and Improvements       | 267,354                    |
|                              | 1        | N                          | Inflow & Filtration Study         | 250,000                    |
|                              | 1        | N                          | Control Panel Improvements        | 118,316                    |
|                              | 1        | R                          | Trembley Pump Station Replacement | 80,000                     |
| <b>Total</b>                 |          |                            |                                   | <b>\$ <u>1,826,321</u></b> |

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 59,723 \$         | 54,200 \$               | 42,966 \$                      | 52,609 \$            | 52,609 \$         | (1,591)                           |
| <b>Fixed Assets</b>               | 0                 | 16,069                  | 0                              | 19,500               | 19,500            | 3,431                             |
| <b>Approp. for Cont.</b>          | 0                 | 0                       | 0                              | 1,420                | 1,420             | 1,420                             |
| <b>Total</b> \$                   | 59,723 \$         | 70,269 \$               | 42,966 \$                      | 73,529 \$            | 73,529 \$         | 3,260                             |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$      | <u>59,773 \$</u>  | <u>70,269 \$</u>        | <u>42,966 \$</u>               | <u>73,529 \$</u>     | <u>73,529 \$</u>  | <u>3,260</u>                      |
| <b>Available Funds</b>            |                   |                         |                                |                      |                   |                                   |
| <b>Fund Balance Avail.</b> \$     | 62,031 \$         | 30,449 \$               | 30,449 \$                      | 25,103 \$            | 25,103 \$         | (5,346)                           |
| <b>Cancel Reserve</b>             | (10,547)          | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Property Taxes</b>             | 604               | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Serv ChglAssess</b>            | 36,320            | 36,320                  | 36,320                         | 46,426               | 46,426            | 10,106                            |
| <b>Revenues</b>                   | 1,764             | 3,500                   | 1,300                          | 2,000                | 2,000             | (1,500)                           |
| <b>Total</b> \$                   | <u>90,172 \$</u>  | <u>70,269 \$</u>        | <u>68,069 \$</u>               | <u>73,529 \$</u>     | <u>73,529 \$</u>  | <u>3,260</u>                      |

This district provides sewer, park, and street maintenance services within the Place De Mer subdivision. The service area is divided into three zones: Hill Zone (park), Apt./Park Zone (park and sewer), and Townhouse Zone (park, sewer, and streets). Fiscal year 2002-03 service charge rates were increased to maintain funding for necessary maintenance and operation costs.

The recommended financing includes an estimated fund balance June 30, 2002 of \$25,103, service charge/assessments of \$46,426, and other revenues of \$2,000, leaving an estimated \$0 in unappropriated fund balance.

## PLACE DE MER CSA #2 - (Continued)

| <u>Service</u>                        | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recorn</u> |
|---------------------------------------|------------------------------|-------------------------------|
| Sewer System Maintenance & Operations | \$ 30,000                    | \$ 31,620                     |
| Leach Field Testing and Repairs       | 5,000                        | 1,500                         |
| Utilities & Chemicals                 | 3,500                        | 3,689                         |
| Pumps & Motors Repairs & Replacements | 3,000                        | 3,000                         |
| Contract Sewer Flushing               | 2,500                        | 2,500                         |
| Park Maintenance                      | 500                          | 500                           |
| Stairway Maintenance                  | 500                          | 500                           |
| Litter Pickup                         | 1,000                        | 850                           |
| Road Maintenance                      | 1,000                        | 1,000                         |
| Rate Study                            | 0                            | 250                           |
| Security Services                     | 5,000                        | 5,000                         |
| Engineering Services                  | 2,000                        | 2,000                         |
| Accounting and Audit Fees             | 200                          | 200                           |
| Pump Station Improvements             | 15,000                       | 15,000                        |
| Capital Replacement Reserve           | 1,069                        | 4,500                         |
| Contingencies                         |                              | 1,420                         |
|                                       | <hr/>                        | <hr/>                         |
| TOTAL                                 | \$ 70,269                    | \$ 73,529                     |

The table below provides the fixed asset detail recommended for CSA #2 - Index No. 625143 for 2002-03.

| <u>Index No./</u><br><u>Sub Object No.</u> | <u>Quantity</u> | <u>New (N)</u><br><u>Replacement (R)</u> | <u>Description</u>          | <u>Recommended</u><br><u>Amount</u> |
|--|-----------------|--|-----------------------------|-------------------------------------|
| 62514316610                                | I               | N  | Pump Station Improvements   | \$ 15,000                           |
|  | 1               | N  | Capital Replacement Reserve | 4,500                               |
| <b>Total</b>                               |                 |  |                             | <b>\$ 19,500</b>                    |

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 55,911 \$         | 53,200 \$               | 50,200 \$                      | 56,050 \$            | 56,050 \$         | 2,850                             |
| Fixed Assets                 | 0                 | 16,679                  | 0                              | 1,000                | 1,000             | (15,679)                          |
| Approp. for Cont.            | 0                 | 0                       | 0                              | 296                  | 296               | 296                               |
| <b>Total</b> \$              | <b>55,911 \$</b>  | <b>69,879 \$</b>        | <b>50,200 \$</b>               | <b>57,346 \$</b>     | <b>57,346 \$</b>  | <b>(12,533)</b>                   |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements \$</b> | <b>55,911 \$</b>  | <b>69,879 \$</b>        | <b>50,200 \$</b>               | <b>57,346 \$</b>     | <b>57,346 \$</b>  | <b>(12,533)</b>                   |
| <b>Available Funds</b>       |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$       | 53,582 \$         | 34,249 \$               | 34,249 \$                      | 16,679 \$            | 16,679 \$         | (17,570)                          |
| Cancel Reserve               | 1,853             | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Serv ChglAssess              | 31,631            | 31,630                  | 31,630                         | 39,667               | 39,667            | 8,037                             |
| Revenues                     | 3,094             | 4,000                   | 1,000                          | 1,000                | 1,000             | (3,000)                           |
| <b>Total</b> \$              | <b>90,160 \$</b>  | <b>69,879 \$</b>        | <b>66,879 \$</b>               | <b>57,346 \$</b>     | <b>57,346 \$</b>  | <b>(12,533)</b>                   |

This district provides sewer collection, treatment and disposal services for the residents of the Rolling Woods subdivision. Fiscal year 2002-03 service charge rate increases were necessary to maintain funding for operation and maintenance activities.

The recommended financing includes an estimated fund balance June 30, 2002 of \$16,679, service charge/assessments of \$39,667, and other revenues of \$1,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>                        | <u>01-02<br/>Allow</u>  | <u>02-03<br/>Recom</u>  |
|---------------------------------------|-------------------------|-------------------------|
| Sewer System Maintenance & Operations | \$ 42,500               | \$ 44,500               |
| Utilities                             | 6,000                   | 6,400                   |
| Pump/Motor/Line Replacement           | 4,000                   | 4,000                   |
| Accounting and Audit Fees             | 200                     | 250                     |
| Engineering                           | 500                     | 500                     |
| Rate Study                            | 0                       | 400                     |
| Capital Replacement Reserve           | 16,679                  | 1,000                   |
| Contingencies                         | <u>0</u>                | <u>296</u>              |
| <b>TOTAL</b>                          | <b>\$ <u>69,879</u></b> | <b>\$ <u>57,346</u></b> |

## ROLLING WOODS CSA #10 - (Continued)

The table below provides the fixed asset detail recommended for CSA #10 - index No. 625170 for 2002-03.

| Index No./<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description                 | Recommended<br>Amount |
|------------------------------|----------|----------------------------|-----------------------------|-----------------------|
| 625170/6610                  | 1        | N                          | Capital Replacement Reserve | \$ 1,000              |
| <b>Total</b>                 |          |                            |                             | <b>\$ 1,000</b>       |

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 148,419           | \$ 189,000              | \$ 152,389                     | \$ 177,303           | \$ 177,303        | (11,697)                          |
| <b>Fixed Assets</b>               | 75,225            | 128,470                 | 14,000                         | 114,489              | 114,489           | (13,981)                          |
| <b>Approp. for Cont.</b>          | 0                 | 12,471                  | 0                              | 10,709               | 10,709            | (1,762)                           |
| <b>Total</b> \$                   | 223,644           | \$ 329,941              | \$ 166,389                     | \$ 302,501           | \$ 302,501        | (27,440)                          |
| <b>increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$      | <u>223,644</u>    | <u>\$ 329,941</u>       | <u>\$ 166,389</u>              | <u>\$ 302,501</u>    | <u>\$ 302,501</u> | <u>(27,440)</u>                   |
| <b>Available Funds</b>            |                   |                         |                                |                      |                   |                                   |
| <b>Fund Balance Avail.</b> \$     | 220,936           | \$ 183,249              | \$ 183,249                     | \$ 157,552           | \$ 157,552        | (25,697)                          |
| <b>Cancel Reserve</b>             | 16,748            | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Property Taxes</b>             | 1,594             | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Serv ChglAssess</b>            | 133,694           | 133,692                 | 133,692                        | 137,949              | 137,949           | 4,257                             |
| <b>Revenues</b>                   | 33,921            | 13,000                  | 7,000                          | 7,000                | 7,000             | (6,000)                           |
| <b>Total</b> \$                   | <u>406,893</u>    | <u>\$ 329,941</u>       | <u>\$ 323,941</u>              | <u>\$ 302,501</u>    | <u>\$ 302,501</u> | <u>(27,440)</u>                   |

This district provides sewer services to the homeowners in the Sand Dollar Beach subdivision and Canon Del Sol subdivision. On the following page is the recommended service program for each zone. Fiscal year 2002-03 service charge rates for the Sand Dollar zone of this service area were increased to maintain funding for operation and maintenance activities in the Sand Dollar zone.

The recommended financing includes an estimated fund balance June 30, 2002 of \$157,552, service charge/assessments of \$137,949, and other revenues of \$7,000, leaving an estimated \$0 in unappropriated fund balance.

# **SAND DOLLAR BEACH CSA #5 - (Continued)**

| <u>Service</u>                 | <u>01-02 Allow</u> |                   | <u>02-03 Recom</u> |                   |
|--------------------------------|--------------------|-------------------|--------------------|-------------------|
|                                | <u>Sand Doll</u>   | <u>Canon</u>      | <u>Sand Doll</u>   | <u>Canon</u>      |
| Sewer Maintenance & Operations | \$ 70,000          | \$ 70,000         | \$ 73,500          | \$ 73,500         |
| Utilities/Chemicals            | 12,000             | 7,500             | 12,648             | 7,905             |
| Pumps & Motors                 | 2,000              | 2,000             | 2,000              | 2,000             |
| Stairway Maintenance           | 1,000              | 0                 | 750                | 0                 |
| Stairway Repayment To HOA      | 20,000             | 0                 | 0                  | 0                 |
| Rate Study                     | 0                  | 0                 | 250                | 250               |
| Accounting and Audit Fees      | 250                | 250               | 250                | 250               |
| Engineering                    | 2,000              | 2,000             | 2,000              | 2,000             |
| Structures and Improvements    | 0                  | 0                 | 7,000              | 7,000             |
| Capital Replacement Reserve    | 2,386              | 112,084           | 0                  | 100,489           |
| Contingencies                  | 3,050              | 9,421             | 1,538              | 9,171             |
| Treatment Plant Improvements   | <u>7,000</u>       | <u>7,000</u>      | <u>0</u>           | <u>0</u>          |
| <b>TOTAL</b>                   | <b>\$ 119.686</b>  | <b>\$ 210.255</b> | <b>\$ 99.936</b>   | <b>\$ 202.565</b> |

The table below provides the fixed asset detail recommended for CSA #5 - Index No. 625200 for 2002-03.

| <u>Index No./</u>     | <u>Quantity</u> | <u>New (N)</u>         | <u>Description</u>          | <u>Recommended</u>       |
|-----------------------|-----------------|------------------------|-----------------------------|--------------------------|
| <u>Sub Object No.</u> |                 | <u>Replacement (R)</u> |                             | <u>Amount</u>            |
| 625200/6610           | 1               | R                      | Structures and Improvements | \$ 14,000                |
|                       | 1               | N                      | Capital Replacement Reserve | 100,489                  |
| <b>Total</b>          |                 |                        |                             | <b>\$ <u>114,489</u></b> |

| Requirements                 | Actual<br>2000-01    | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03    | Change from<br>2001-02<br>Approp. |
|------------------------------|----------------------|-------------------------|--------------------------------|----------------------|----------------------|-----------------------------------|
| <b>Appropriations</b>        |                      |                         |                                |                      |                      |                                   |
| Services & Supplies \$       | 26,341               | \$ 30,150               | \$ 29,550                      | \$ 31,950            | \$ 31,950            | \$ 1,800                          |
| Other Charges                | 0                    | 0                       | 0                              | 0                    | 0                    | 0                                 |
| Fixed Assets                 | 0                    | 5,445                   | 0                              | 1,000                | 1,000                | (4,445)                           |
| Approp. for Cont.            | 0                    | 1,539                   | 0                              | 522                  | 522                  | (1,017)                           |
| <b>Total</b>                 | <b>\$ 26,341</b>     | <b>\$ 37,134</b>        | <b>\$ 29,550</b>               | <b>\$ 33,472</b>     | <b>\$ 33,472</b>     | <b>(3,662)</b>                    |
| Increase Reserve             | 0                    | 0                       | 0                              | 0                    | 0                    | 0                                 |
| <b>Total Requirements \$</b> | <b><u>26,341</u></b> | <b><u>37,134</u></b>    | <b><u>29,550</u></b>           | <b><u>33,477</u></b> | <b><u>33,472</u></b> | <b><u>(3,662)</u></b>             |
| <b>Available Funds</b>       |                      |                         |                                |                      |                      |                                   |
| Fund Balance Avail. \$       | 16,513               | \$ 15,244               | \$ 15,244                      | \$ 6,984             | \$ 6,984             | (8,260)                           |
| Cancel Reserve               | 3,337                | 0                       | 0                              | 0                    | 0                    | 0                                 |
| Serv Chgl/Assess             | 20,790               | 20,790                  | 20,790                         | 25,988               | 25,988               | 5,198                             |
| Revenues                     | 945                  | 1,100                   | 500                            | 500                  | 500                  | (600)                             |
| <b>Total</b>                 | <b>\$ 41,585</b>     | <b>\$ 37,134</b>        | <b>\$ 36,534</b>               | <b>\$ 33,477</b>     | <b>\$ 33,472</b>     | <b>(3,662)</b>                    |

This budget provides for sewer collection and treatment services for the Trestle Beach subdivision. Fiscal year 2002-03 service charge rates were increased to maintain funding for operation and maintenance activities.

The recommended financing includes an estimated fund balance June 30, 2002 of \$6,984, service charge/assessments of \$25,988, and other revenue of \$500 leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>                        | <u>01-02<br/>Allow</u>  | <u>02-03<br/>Recom</u>  |
|---------------------------------------|-------------------------|-------------------------|
| Sewer System Maintenance & Operations | \$ 24,000               | \$ 25,500               |
| Utilities                             | 3,500                   | 3,500                   |
| Pump/Motor Repairs                    | 2,000                   | 2,000                   |
| Rate Study                            | 0                       | 300                     |
| Accounting and Audit Fees             | 150                     | 150                     |
| Engineering                           | 500                     | 500                     |
| Capital Replacement Reserve           | 5,445                   | 1,000                   |
| Contingencies                         | <u>1,539</u>            | <u>522</u>              |
| <b>TOTAL</b>                          | <b>\$ <u>37,134</u></b> | <b>\$ <u>33,472</u></b> |

**TRESTLE BEACH CSA #20 - (Continued)**

The table below provides the fixed asset detail recommended for CSA #20 - Index No. 625230 for 2002-03.

| <b>Index No./<br/>Sub Object No.</b> | <b>Quantity</b> | <b>New (N)<br/>Replacement (R)</b> | <b>Description</b>          | <b>Recommended<br/>Amount</b> |
|--------------------------------------|-----------------|------------------------------------|-----------------------------|-------------------------------|
| 62523016610                          | 1               | N                                  | Capital Replacement Reserve | \$ 1,000                      |
| <b>Total</b>                         |                 |                                    |                             | <b>\$ 1,000</b>               |

**SUMMIT WEST CSA #54**  
**Thomas L. Bolich, Director of Public Works**  
Index Number: 625226

Fund: Special District  
Function: Health & Sanitation

| Requirements                 | Actual<br>2000-01   | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|---------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                     |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 14,747 \$           | 15,900 \$               | 15,000 \$                      | 25,000 \$            | 25,000 \$         | 9,100                             |
| Other Charges                | 4,500               | 4,500                   | 5,000                          | 4,500                | 4,500             | 0                                 |
| Fixed Assets                 | 10,000              | 10,000                  | 10,000                         | 10,000               | 10,000            | 0                                 |
| Approp. for Cont.            | 0                   | 20,836                  | 0                              | 22,598               | 22,598            | 1,762                             |
| <b>Total</b>                 | <b>\$ 29,247 \$</b> | <b>51,236 \$</b>        | <b>30,000 \$</b>               | <b>62,098 \$</b>     | <b>62,098 \$</b>  | <b>10,862</b>                     |
| Increase Reserve             | 0                   | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements \$</b> | <b>29,247 \$</b>    | <b>51,236 \$</b>        | <b>30,000 \$</b>               | <b>62,098 \$</b>     | <b>62,098 \$</b>  | <b>10,862</b>                     |
| <b>Available Funds</b>       |                     |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$       | (604) \$            | 10,444 \$               | 10,444 \$                      | 21,256 \$            | 21,256 \$         | 10,812                            |
| Cancel Reserve               | 110                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Assessments                  | 40,395              | 40,392                  | 40,392                         | 40,392               | 40,392            | 0                                 |
| Revenues                     | (210)               | 400                     | 420                            | 450                  | 450               | 50                                |
| <b>Total</b>                 | <b>\$ 39,691 \$</b> | <b>51,236 \$</b>        | <b>51,256 \$</b>               | <b>62,098 \$</b>     | <b>62,098 \$</b>  | <b>10,862</b>                     |

This district provides water related service in the Summit West area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$21,256, assessments of \$40,392, and other revenue of \$450, leaving an estimated \$0 in unappropriated fund balance.

| Service                   | 01-02<br>Allow   | 02-03<br>Recom   |
|---------------------------|------------------|------------------|
| DPW Services              | \$ 5,400         | \$ 4,500         |
| Legal Services            | 10,000           | 20,000           |
| System Acquisitions       | 10,000           | 10,000           |
| Interest on Acquisitions  | 4,500            | 4,500            |
| Accounting and Audit Fees | 500              | 500              |
| Contingencies             | 20,836           | 22,598           |
| <b>TOTAL</b>              | <b>\$ 51,236</b> | <b>\$ 62,098</b> |

The table below provides the fixed asset detail recommended for CSA #54 - Index No. 625226 for 2002-03.

| Index No./<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description               | Recommended<br>Amount |
|------------------------------|----------|----------------------------|---------------------------|-----------------------|
| 62522616610                  | 1        | N                          | Water Distribution System | \$ 10,000             |
| <b>Total</b>                 |          |                            |                           | <b>\$ 10,000</b>      |

| Requirements                 | Actual<br>2000-01     | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03    | Recom.<br>2002-03       | Change from<br>2001-02<br>Approp. |
|------------------------------|-----------------------|-------------------------|--------------------------------|-------------------------|-------------------------|-----------------------------------|
| <b>Appropriations</b>        |                       |                         |                                |                         |                         |                                   |
| Services & Supplies \$       | 0 \$                  | 31,750 \$               | 1,000 \$                       | 25,400 \$               | 25,400 \$               | (6,350)                           |
| Other Charges                | 0                     | 0                       | 0                              | 0                       | 0                       | 0                                 |
| Fixed Assets                 | 0                     | 4,150                   | 0                              | 43,355                  | 43,355                  | 39,205                            |
| Approp. for Cont.            | 0                     | 2,922                   | 0                              | 3,585                   | 3,585                   | 663                               |
| <b>Total</b>                 | <b>\$ 0 \$</b>        | <b>38,822 \$</b>        | <b>1,000 \$</b>                | <b>72,340 \$</b>        | <b>72,340 \$</b>        | <b>33,518</b>                     |
| increase Reserve             | 0                     | 0                       | 0                              | 0                       | 0                       | 0                                 |
| <b>Total Requirements \$</b> | <b><u>0 \$</u></b>    | <b><u>38,822 \$</u></b> | <b><u>1,000 \$</u></b>         | <b><u>72,340 \$</u></b> | <b><u>72,340 \$</u></b> | <b><u>33,518</u></b>              |
| <b>Available Funds</b>       |                       |                         |                                |                         |                         |                                   |
| Fund Balance Avail. \$       | 0 \$                  | 0 \$                    | 0 \$                           | 37,910 \$               | 37,910 \$               | 37,910                            |
| Cancel Reserve               | 0                     | 0                       | 0                              | 0                       | 0                       | 0                                 |
| Drainage Assess              | 0                     | 12,474                  | 12,600                         | 26,195                  | 26,195                  | 13,721                            |
| Sewer Services               | 0                     | 25,750                  | 26,010                         | 6,435                   | 6,435                   | (19,315)                          |
| Revenues                     | 0                     | 598                     | 300                            | 1,800                   | 1,800                   | 1,202                             |
| <b>Total</b>                 | <b><u>\$ 0 \$</u></b> | <b><u>38,822 \$</u></b> | <b><u>38,910 \$</u></b>        | <b><u>72,340 \$</u></b> | <b><u>77,340 \$</u></b> | <b><u>33,518</u></b>              |

This district provides water related drainage and sewer collection system maintenance and operations service in the Graham Hill County Service Area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$37,910, drainage assessments of \$26,195, sewer service charges of \$6,435, and other revenue of \$1,800, leaving an estimated \$0 in unappropriated fund balance.

| Service                     | 01-02 Allow             |                         | 02-03 Recom             |                         |
|-----------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
|                             | Drainage                | Sanitation              | Drainage                | Sanitation              |
| Maintenance and Operations  | \$ 7,500                | \$ 15,500               | \$ 15,000               | \$ 2,700                |
| Engineering                 | 1,000                   | 2,500                   | 2,500                   | 1,500                   |
| Utilities/Chemicals         | 0                       | 3,750                   | 0                       | 1,200                   |
| DPW Services                | 500                     | 500                     | 1,250                   | 750                     |
| Accounting and Audit Fees   | 250                     | 250                     | 250                     | 250                     |
| Contingencies               | 922                     | 2,000                   | 3,500                   | 85                      |
| Capital Replacement Reserve | <u>2,500</u>            | <u>1,650</u>            | <u>17,235</u>           | <u>26,120</u>           |
| <b>TOTAL</b>                | <b><u>\$ 12,672</u></b> | <b><u>\$ 26,150</u></b> | <b><u>\$ 39,735</u></b> | <b><u>\$ 32,605</u></b> |

**GRAHAM HILL CSA #57 - (Continued)**

The table below provides the fixed asset detail recommended for **CSA #57** - Index No. 625141 for 2002-03.

| Index No./<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description                            | Recommended<br>Amount |
|------------------------------|----------|----------------------------|--|-----------------------|
| 625141/6610                  | 1        | N                          | Drainage Capital Replacement Reserve   | \$ 17,235             |
|                              | 1        | N                          | Sanitation Capital Replacement Reserve | 26,120                |
| Total                        |          |                            |  | <u>\$ 43,355</u>      |

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 67,061            | \$ 53,286               | \$ 53,782                      | \$ 79,151            | \$ 79,151         | 25,865                            |
| Fixed Assets                 | 0                 | 57,500                  | 57,500                         | 0                    | 0                 | (57,500)                          |
| Approp. for Cont.            | 0                 | 696                     | 0                              | 0                    | 0                 | (696)                             |
| <b>Total</b>                 | \$ 67,061         | \$ 111,482              | \$ 111,282                     | \$ 79,151            | \$ 79,151         | (32,331)                          |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements \$</b> | <b>\$ 67,061</b>  | <b>\$ 111,482</b>       | <b>\$ 111,282</b>              | <b>\$ 79,151</b>     | <b>\$ 79,151</b>  | <b>(32,331)</b>                   |
| <b>Available Funds</b>       |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$       | 19,242            | \$ 32,131               | \$ 32,131                      | 0                    | 0                 | (32,131)                          |
| Cancel Reserve               | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Serv ChglAssess              | 79,056            | 79,051                  | 79,051                         | 79,051               | 79,051            | 0                                 |
| Revenues                     | 894               | 300                     | 100                            | 100                  | 100               | (200)                             |
| <b>Total</b>                 | <b>\$ 99,192</b>  | <b>\$ 111,482</b>       | <b>\$ 111,282</b>              | <b>\$ 79,151</b>     | <b>\$ 79,151</b>  | <b>(32,331)</b>                   |

This district provides maintenance of the divider strips and the beach stairway, street sweeping, Beach Patrols and litter clean up in the Aptos Seascape area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$0, service charge/assessments of \$79,051 and other revenues of \$100, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>                                 | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|--|------------------------------|------------------------------|
| Landscape Maintenance/Renovation               | \$ 15,000                    | \$ 20,000                    |
| Street Sweeping                                | 10,000                       | 12,840                       |
| Beach Patrol & Litter Cleanup                  | 20,000                       | 32,100                       |
| Miscellaneous Services                         | 1,886                        | 8,961                        |
| Utilities                                      | 6,000                        | 5,000                        |
| Accounting and Audit Fees                      | 400                          | 250                          |
| Via Palo Alto to Via Campana Stairway Replace. | 57,500                       | 0                            |
| Contingencies                                  | <u>696</u>                   | <u>0</u>                     |
| <b>TOTAL</b>                                   | <b>\$ <u>121,482</u></b>     | <b>\$ <u>79,151</u></b>      |

**COUNTY HIGHWAY SAFETY SERVICE AREA #9**  
**Thomas L. Bolich, Director of Public Works**  
Index Number: 622115

Fund: Special District  
Function: Roads

| Requirements                 | Actual<br>2000-01          | Appropriated<br>2001-02    | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03       | Recom.<br>2002-03          | Change From<br>2001-02<br>Approp. |
|------------------------------|----------------------------|----------------------------|--------------------------------|----------------------------|----------------------------|-----------------------------------|
| <b>Appropriations</b>        |                            |                            |                                |                            |                            |                                   |
| Services & Supplies \$       | 808,668                    | \$ 809,746                 | \$ 853,753                     | \$ 779,000                 | \$ 779,000                 | \$ (30,746)                       |
| Other Charges                | 0                          | 0                          | 0                              | 0                          | 0                          | 0                                 |
| Fixed Assets                 | 9,711                      | 984,000                    | 204,202                        | 1,085,000                  | 1,085,000                  | 101,000                           |
| Approp. for Cont.            | 0                          | 104,852                    | 0                              | 29,387                     | 29,387                     | (75,465)                          |
| <b>Total</b>                 | <b>\$ 818,379</b>          | <b>\$ 1,898,598</b>        | <b>\$ 1,057,955</b>            | <b>\$ 1,893,387</b>        | <b>\$ 1,893,387</b>        | <b>\$ (5,211)</b>                 |
| Increase Reserve             | 0                          | 0                          | 0                              | 0                          | 0                          | 0                                 |
| <b>Total Requirements \$</b> | <b><u>818,379</u></b>      | <b><u>1,898,598</u></b>    | <b><u>1,057,955</u></b>        | <b><u>1,893,387</u></b>    | <b><u>1,893,387</u></b>    | <b><u>15,211</u></b>              |
| <b>Available Funds</b>       |                            |                            |                                |                            |                            |                                   |
| Fund Balance Avail. \$       | 767,088                    | \$ 940,616                 | \$ 940,616                     | \$ 934,137                 | \$ 934,137                 | \$ (6,479)                        |
| Cancel Reserve               | 0                          | 0                          | 0                              | 0                          | 0                          | 0                                 |
| Property Taxes               | 144,331                    | 137,854                    | 151,536                        | 154,250                    | 154,250                    | 16,396                            |
| Assessments                  | 770,347                    | 770,128                    | 767,300                        | 765,000                    | 765,000                    | (5,128)                           |
| Revenues                     | 77,229                     | 50,000                     | 132,640                        | 40,000                     | 40,000                     | (10,000)                          |
| <b>Total</b>                 | <b>\$ <u>1,758,995</u></b> | <b>\$ <u>1,898,598</u></b> | <b>\$ <u>1,992,092</u></b>     | <b>\$ <u>1,893,387</u></b> | <b>\$ <u>1,893,387</u></b> | <b>\$ <u>15,711</u></b>           |

This district provides for highway safety lighting in the County. This budget reflects the projects shown in the proposed 2002-03 capital improvement document.

The recommended financing includes an estimated fund balance June 30, 2002 of \$934,137, a tax levy share of \$154,250, assessments of \$765,000, and other revenue of \$40,000, leaving an estimated \$0 in unappropriated fund balance.

**COUNTY HIGHWAY SAFETY SERVICE AREA #9 - (Continued)**

| <u>Service</u>                                   | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|--|------------------------------|------------------------------|
| Signal Maintenance                               | \$ 176,246                   | \$ 200,000                   |
| Beacon Maintenance                               | 5,000                        | 5,000                        |
| Traffic Engineering                              | 255,000                      | 265,000                      |
| Utilities  | 225,000                      | 200,000                      |
| Underground Utilities (Engineering)              | 15,000                       | 30,000                       |
| Traffic Control Device Inventory Staff           | 50,000                       | 50,000                       |
| Traffic Control Device Inv Software Mod          | 10,000                       | 1,000                        |
| Traffic Engineering Software                     | 2,000                        | 5,000                        |
| CHP Radar Trailer                                | 30,000                       | 0                            |
| Radar Maintenance (CHP)                          | 5,000                        | 10,000                       |
| Collision Database Program                       | 66,000                       | 12,500                       |
| Accounting and Audit Fees                        | 500                          | 500                          |
| Contingencies                                    | 104,852                      | 29,387                       |
| Structures and Improvements                      |                              |                              |
| Upgrade Existing Signals Misc.                   | 55,000                       | 75,000                       |
| Underground Utility Projects                     | 60,000                       | 90,000                       |
| Graham Hill Rd/Sims Rd Signal                    | 100,000                      | 100,000                      |
| Lower Glen Arbor/Hwy 9 Signal                    | 65,000                       | 65,000                       |
| Graham Hill/Lockewood Signal Design              | 224,000                      | 250,000                      |
| State Park/Searidge Signal Design                | 10,000                       | 10,000                       |
| Portola Lighted Ped Xing                         | 40,000                       | 0                            |
| Holohan/Hwy152 Signal Upgrade                    | 100,000                      | 100,000                      |
| Soquel/Dover/Winkle Signal Design                | 150,000                      | 200,000                      |
| Soquel/Willowbrook/Mattison Signal Design        | 10,000                       | 10,000                       |
| Graham Hill Rd Intelligent Transp System Signage | 10,000                       | 0                            |
| Graham Hill/Mt. Hermon Signal                    | 125,000                      | 150,000                      |
| Amesti Road School Beacon                        | 0                            | 30,000                       |
| Traffic Sign Visibility Enhancement              | <u>5,000</u>                 | <u>5,000</u>                 |
| <b>TOTAL</b>                                     | <b>\$ <u>1,898,598</u></b>   | <b>\$ <u>1,893,387</u></b>   |

The table below provides the fixed asset detail recommended for CSA # 9 - Index No. 622115 for 2002-03.

| <u>Index No./</u><br><u>Sub Object No.</u> | <u>Quantity</u> | <u>New (N)</u><br><u>Replacement (R)</u> | <u>Description</u>                      | <u>Recommended</u><br><u>Amount</u> |
|--|-----------------|--|---|-------------------------------------|
| 622115/6610                                | 1               | N  | Upgrade Existing Signals Misc           | \$ 75,000                           |
|  | 1               | N  | Underground Utility Projects            | 90,000                              |
|  | 1               | N  | Graham Hill Rd/Sims Rd Signal           | 100,000                             |
|  | 1               | N  | Graham Hill/Lockewood Signal Design     | 250,000                             |
|  | 1               | N  | State Park/Searidge Signal Design       | 10,000                              |
|  | 1               | N  | Holohan/Hwy 152 Signal Upgrade          | 100,000                             |
|  | 1               | N  | Soquel/Dover/Winkle Signal Design       | 200,000                             |
|  | 1               | N  | Soquel/Willowbrook/Mattison Signal Des. | 10,000                              |
|  | 1               | N  | Graham Hill Rd/Mt Hermon Rd Signal      | 150,000                             |
|  | 1               | N  | Traffic Sign Visibility Enhancement     | 5,000                               |
|  | 1               | N  | Lower Glen Arbor/Hwy 9 Signal           | 65,000                              |
|  | 1               | N  | Amesti Road School Beacon               | 30,000                              |
| <b>Total</b>                               |                 |  |   | <b>\$ <u><u>1,085,000</u></u></b>   |

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 248,377           | \$ 510,000              | \$ 375,000                     | \$ 500,000           | \$ 500,000        | \$ (10,000)                       |
| <b>Approp. for Cont.</b>          | 0                 | 435,303                 | 0                              | 75,000               | 75,000            | (360,303)                         |
| <b>Total</b> \$                   | 248,377           | \$ 945,303              | \$ 375,000                     | \$ 575,000           | \$ 575,000        | \$ (370,303)                      |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 390,470              | 390,470           | 390,470                           |
| <b>Total Requirements</b> \$      | <u>248,377</u>    | <u>\$ 945,303</u>       | <u>\$ 375,000</u>              | <u>\$ 965,470</u>    | <u>\$ 965,470</u> | <u>\$ 20,167</u>                  |
| <b>Available Funds</b>            |                   |                         |                                |                      |                   |                                   |
| <b>Fund Balance Avail.</b> \$     | 94,389            | \$ 562,860              | \$ 562,860                     | \$ 574,237           | \$ 574,237        | \$ 11,377                         |
| <b>Cancel Reserve</b>             | 324,644           | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Property Taxes</b>             | 256,737           | 252,110                 | 258,127                        | 262,983              | 262,983           | 10,873                            |
| <b>Serv ChglAssess</b>            | 104,974           | 104,833                 | 103,250                        | 103,250              | 103,250           | (1,583)                           |
| <b>Revenues</b>                   | 30,493            | 25,500                  | 25,000                         | 25,000               | 25,000            | (500)                             |
| <b>Total</b> \$                   | <u>811,237</u>    | <u>\$ 945,303</u>       | <u>\$ 949,737</u>              | <u>\$ 965,470</u>    | <u>\$ 965,470</u> | <u>\$ 20,167</u>                  |

This district provides for residential street lighting in a portion of the unincorporated area of the County. Current and newly installed street lights are supported by this district.

The recommended financing includes an estimated fund balance June 30, 2002 of \$574,237, a tax levy share of \$262,983, service charge/assessments of \$103,250, and other revenues of \$25,000 leaving an estimated \$390,470 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| DPW Services              | \$ 509,500             | \$ 499,500             |
| Accounting and Audit Fees | 500                    | 500                    |
| Contingencies             | <u>435,303</u>         | <u>75,000</u>          |
| <b>TOTAL</b>              | <u>\$ 945,303</u>      | <u>\$ 575,000</u>      |

**COUNTY HIGHWAY SAFETY SERVICE AREA #9B**

Thomas L. Bolich, Director of Public Works

Index Number: 622125

Fund: Special District

Function: Roads

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 186 \$            | 500 \$                  | 250 \$                         | 500 \$               | 500 \$            | 0                                 |
| Other Charges                | 6,225             | 5,804                   | 5,804                          | 6,966                | 6,966             | 1,162                             |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.            | 0                 | 560                     | 0                              | 0                    | 0                 | (560)                             |
| <b>Total</b> \$              | <b>6,411 \$</b>   | <b>6,864 \$</b>         | <b>6,054 \$</b>                | <b>7,466 \$</b>      | <b>7,466 \$</b>   | <b>602</b>                        |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements \$</b> | <b>6,411 \$</b>   | <b>6,864 \$</b>         | <b>6,054 \$</b>                | <b>7,466 \$</b>      | <b>7,466 \$</b>   | <b>602</b>                        |
| <b>Available Funds</b>       |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$       | 471 \$            | 881 \$                  | 881 \$                         | 1,177 \$             | 1,177 \$          | 296                               |
| Cancel Reserve               | 120               | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Property Taxes               | 6,504             | 5,848                   | 6,275                          | 6,189                | 6,189             | 341                               |
| Serv ChglAssess              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Revenues                     | 197               | 135                     | 75                             | 100                  | 100               | (35)                              |
| <b>Total</b> \$              | <b>7,292 \$</b>   | <b>6,864 \$</b>         | <b>7,231 \$</b>                | <b>7,466 \$</b>      | <b>7,466 \$</b>   | <b>602</b>                        |

This district provides school crossing guards for Live Oak School District.

The recommended financing includes an estimated fund balance June 30, 2002 of \$1,177, tax levy share of \$6,189, and other revenue of \$100, leaving an estimated \$0 in unappropriated fund balance.

| Service                         | 01-02<br>Allow  | 02-03<br>Recom  |
|---------------------------------|-----------------|-----------------|
| DPW Services                    | \$ 375          | \$ 375          |
| Accounting and Audit Fees       | 125             | 125             |
| Contributions To Other Agencies | 5,804           | 6,966           |
| Contingencies                   | 560             | 0               |
| <b>TOTAL</b>                    | <b>\$ 6,864</b> | <b>\$ 7,466</b> |

**COUNTY ROAD MAINTENANCE CSA #9D-1**  
**Thomas L. Bolich, Director of Public Works**  
Index Number: 622130

Fund: Special District  
Function: Roads

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recorn.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|--------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                    |                                   |
| Services & Supplies \$       | 820,694           | \$ 851,611              | \$ 876,924                     | \$ 853,091           | \$ 853,091         | \$ 1,480                          |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Approp. for Cont.            | 0                 | 25,313                  | 0                              | 0                    | 0                  | (25,313)                          |
| <b>Total</b>                 | <b>\$ 820,694</b> | <b>\$ 876,924</b>       | <b>\$ 876,924</b>              | <b>\$ 853,091</b>    | <b>\$ 853,091</b>  | <b>\$ (23,833)</b>                |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Total Requirements \$</b> | <b>\$ 820,694</b> | <b>\$ 876,924</b>       | <b>\$ 876,924</b>              | <b>\$ 853,091</b>    | <b>\$ 853,091</b>  | <b>\$ (23,833)</b>                |
| <b>Available Funds</b>       |                   |                         |                                |                      |                    |                                   |
| Fund Balance Avail. \$       | 1,120             | \$ 25,313               | \$ 25,313                      | 0                    | 0                  | (25,313)                          |
| Cancel Reserve               | (2,000)           | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Assessments                  | 846,887           | 851,611                 | 851,611                        | 853,091              | 853,091            | 1,480                             |
| Revenues                     | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Total</b>                 | <b>\$ 846,007</b> | <b>\$ 876,924</b>       | <b>\$ 876,924</b>              | <b>\$ 853,091</b>    | <b>\$ 853,091</b>  | <b>\$ (23,833)</b>                |

This district provides for road repair in Subzone 1, located in the northern part of the County.

The recommended financing includes an estimated fund balance June 30, 2002 of \$0, and assessments of \$853,091, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u>   | <u>02-03<br/>Recom</u>   |
|---------------------------|--------------------------|--------------------------|
| DPW Services              | \$ 851,076               | \$ 852,556               |
| Accounting and Audit Fees | 535                      | 535                      |
| Contingencies             | <u>25,313</u>            | <u>0</u>                 |
| <b>TOTAL</b>              | <b>\$ <u>876,924</u></b> | <b>\$ <u>853,091</u></b> |

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 1,049,144         | \$ 1,607,902            | \$ 2,005,909                   | \$ 1,360,387         | \$ 1,360,387      | \$ (247,515)                      |
| <b>Other Charges</b>              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Fixed Assets</b>               | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Approp. for Cont.</b>          | 0                 | 378,223                 | 0                              | 0                    | 0                 | (378,223)                         |
| <b>Total</b> \$                   | 1,049,144         | \$ 1,986,125            | \$ 2,005,909                   | \$ 1,360,387         | \$ 1,360,387      | \$ (625,738)                      |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$      | <u>1,049,144</u>  | <u>1,986,125</u>        | <u>2,005,909</u>               | <u>1,360,387</u>     | <u>1,360,387</u>  | <u>(625,738)</u>                  |
| <b>Available Funds</b>            |                   |                         |                                |                      |                   |                                   |
| <b>Fund Balance Avail.</b> \$     | 310,451           | \$ 631,740              | 631,740                        | 0                    | 0                 | (631,740)                         |
| <b>Cancel Reserve</b>             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Assessments</b>                | 1,354,285         | 1,354,385               | 1,354,385                      | 1,360,387            | 1,360,387         | 6,002                             |
| <b>Revenues</b>                   | 16,148            | 0                       | 19,784                         | 0                    | 0                 | 0                                 |
| <b>Total</b> \$                   | <u>1,680,884</u>  | <u>1,986,125</u>        | <u>7,005,909</u>               | <u>1,360,387</u>     | <u>1,360,387</u>  | <u>(625,738)</u>                  |

This district provides for road repair in Subzone 2, located in the central part of the County.

The recommended financing includes an estimated fund balance June 30, 2002 of \$0 and assessments of \$1,360,387, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| DPW Services              | \$ 1,607,367           | \$ 1,359,852           |
| Accounting and Audit Fees | 535                    | 535                    |
| Contingencies             | <u>378,223</u>         | <u>0</u>               |
| <b>TOTAL</b>              | <u>\$ 1,986,125</u>    | <u>\$ 1,360,387</u>    |

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$    | 430,414           | \$ 430,230              | \$ 450,241                     | \$ 397,496           | \$ 397,496        | \$ (32,734)                       |
| Other Charges             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.         | 0                 | 20,011                  | 0                              | 0                    | 0                 | (20,011)                          |
| <b>Total</b>              | <b>\$ 430,414</b> | <b>\$ 450,241</b>       | <b>\$ 450,241</b>              | <b>\$ 397,496</b>    | <b>\$ 397,496</b> | <b>\$ (52,745)</b>                |
| Increase Reserve          | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> | <b>\$ 430,414</b> | <b>\$ 450,241</b>       | <b>\$ 450,241</b>              | <b>\$ 397,496</b>    | <b>\$ 397,496</b> | <b>\$ (52,745)</b>                |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$    | 57,925            | \$ 35,631               | \$ 35,631                      | 0                    | 0                 | \$ (35,631)                       |
| Cancel Reserve            | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Assessments               | 408,120           | 414,610                 | 414,610                        | 397,496              | 397,496           | (17,114)                          |
| Revenues                  | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total</b>              | <b>\$ 466,045</b> | <b>\$ 450,241</b>       | <b>\$ 450,241</b>              | <b>\$ 397,496</b>    | <b>\$ 397,496</b> | <b>\$ (52,745)</b>                |

This district provides for road repair in Subzone 3, located in the southern part of the County.

The recommended financing includes an estimated fund balance June 30, 2002 of \$0 and assessments of **\$397,496** leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|---------------------------|------------------------------|------------------------------|
| DPW Services              | \$ 429,695                   | \$ 396,961                   |
| Accounting and Audit Fees | 535                          | 535                          |
| Contingencies             | <u>20,011</u>                | <u>0</u>                     |
| <b>TOTAL</b>              | <b>\$ 450,241</b>            | <b>\$ 397,496</b>            |

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 65,323 \$         | 400,215 \$              | 40,300 \$                      | 436,284 \$           | 436,284 \$        | 36,069                            |
| <b>Other Charges</b>              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Fixed Assets</b>               | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Approp. for Cont.</b>          | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total</b> \$                   | 65,323 \$         | 400,215 \$              | 40,300 \$                      | 436,284 \$           | 436,284 \$        | 36,069                            |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$      | <u>65,323 \$</u>  | <u>400,215 \$</u>       | <u>40,300 \$</u>               | <u>436,284 \$</u>    | <u>436,284 \$</u> | <u>36,069</u>                     |
| <b>Available Funds</b>            |                   |                         |                                |                      |                   |                                   |
| <b>Fund Balance Avail.</b> \$     | 270,418 \$        | 329,275 \$              | 329,275 \$                     | 366,789 \$           | 366,789 \$        | 37,514                            |
| <b>Cancel Reserve</b>             | 41,340            | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Property Taxes</b>             | 19,226            | 19,083                  | 20,957                         | 21,638               | 21,638            | 2,555                             |
| <b>Assessments</b>                | 43,860            | 43,857                  | 43,857                         | 43,857               | 43,857            | 0                                 |
| <b>Revenues</b>                   | 19,754            | 8,000                   | 13,000                         | 4,000                | 4,000             | (4,000)                           |
| <b>Total</b> \$                   | <u>394,598 \$</u> | <u>400,215 \$</u>       | <u>407,089 \$</u>              | <u>456,784 \$</u>    | <u>436,284 \$</u> | <u>36,069</u>                     |

This district provides road maintenance service for Hutchinson Road.

The recommended financing includes an estimated fund balance June 30, 2002 of \$366,789, a tax levy share of \$21,638, assessments of \$43,857, and other revenues of \$4,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>                | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|-------------------------------|------------------------|------------------------|
| Other Insurance               | \$ 5,000               | \$ 5,000               |
| DPW Services-Hutchinson       | 390,760                | 423,834                |
| DPW Services-Lower Hutchinson | 3,955                  | 6,950                  |
| Accounting and Audit Fees     | <u>500</u>             | <u>500</u>             |
| <b>TOTAL</b>                  | <u>\$ 400,215</u>      | <u>\$ 436,284</u>      |

**OAK FLAT ROAD CSA #13A**  
**Thomas L. Bolich, Director of Public Works**  
Index Number: 622200

Fund: Special District  
Function: Roads

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 268 \$            | 29,938 \$               | 250 \$                         | 36,367 \$            | 36,367 \$         | 6,429                             |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.            | 0                 | 231                     | 0                              | 0                    | 0                 | (231)                             |
| <b>Total</b> \$              | 268 \$            | 30,169 \$               | 250 \$                         | 36,367 \$            | 36,367 \$         | 6,198                             |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$ | 268 \$            | 30,169 \$               | 250 \$                         | 36,367 \$            | 36,367 \$         | 6,198                             |

**Available Funds**

|                        |           |           |           |           |           |       |
|------------------------|-----------|-----------|-----------|-----------|-----------|-------|
| Fund Balance Avail. \$ | 16,493 \$ | 23,276 \$ | 23,276 \$ | 29,624 \$ | 29,624 \$ | 6,348 |
| Cancel Reserve         | 209       | 0         | 0         | 0         | 0         | 0     |
| Assessments            | 5,645     | 5,643     | 5,643     | 5,643     | 5,643     | 0     |
| Revenues               | 1,197     | 1,250     | 955       | 1,100     | 1,100     | (150) |
| <b>Total</b> \$        | 73,544 \$ | 30,169 \$ | 29,874 \$ | 36,367 \$ | 36,367 \$ | 6,198 |

This district provides road maintenance service for Oak Flat Road, Zone A.

The recommended financing includes an estimated fund balance June 30, 2002 of \$29,624, assessments of \$5,643, and other revenue of \$1,100, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| DPW Services              | \$ 29,813              | \$ 36,242              |
| Accounting and Audit Fees | 125                    | 125                    |
| Contingencies             | 231                    | 0                      |
| <b>TOTAL</b>              | <b>\$ 30,169</b>       | <b>\$ 36,367</b>       |

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 13,763            | 73,420                  | 1,850                          | 82,311               | 82,311            | 8,891                             |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.            | 0                 | 1,018                   | 0                              | 0                    | 0                 | (1,018)                           |
| <b>Total</b> \$              | <b>13,763</b>     | <b>74,438</b>           | <b>1,850</b>                   | <b>82,311</b>        | <b>82,311</b>     | <b>7,873</b>                      |
| increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$ | <b>13,763</b>     | <b>74,438</b>           | <b>1,850</b>                   | <b>82,311</b>        | <b>82,311</b>     | <b>7,873</b>                      |

**Available Funds**

|                        |               |               |               |               |               |              |
|------------------------|---------------|---------------|---------------|---------------|---------------|--------------|
| Fund Balance Avail. \$ | 64,395        | 63,215        | 63,215        | 71,791        | 71,791        | 8,576        |
| Cancel Reserve         | 632           | 0             | 0             | 0             | 0             | 0            |
| Property Taxes         | 2,687         | 2,599         | 2,902         | 2,996         | 2,996         | 397          |
| Assessments            | 5,524         | 5,524         | 5,524         | 5,524         | 5,524         | 0            |
| Revenues               | 3,740         | 3,100         | 2,000         | 2,000         | 2,000         | (1,100)      |
| <b>Total</b> \$        | <b>76,978</b> | <b>74,438</b> | <b>73,641</b> | <b>82,311</b> | <b>82,311</b> | <b>7,873</b> |

This district provides road maintenance service in the Huckleberry Woods area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$71,791, a tax levy share of \$2,996, assessments of \$5,524, and other revenue of \$2,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u>  | <u>02-03<br/>Recom</u>  |
|---------------------------|-------------------------|-------------------------|
| Other Insurance           | \$ 1,000                | \$ 1,000                |
| DPW Services              | 72,295                  | 81,186                  |
| Accounting and Audit Fees | 125                     | 125                     |
| Contingencies             | <u>1,018</u>            | <u>0</u>                |
| <b>TOTAL</b>              | <b>\$ <u>74,438</u></b> | <b>\$ <u>82,311</u></b> |

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recorn.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|--------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                    |                                   |
| Services & Supplies \$       | 3,393             | \$ 21,212               | \$ 250                         | \$ 29,854            | \$ 29,854          | \$ 8,642                          |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Approp. for Cont.            | 0                 | 1,133                   | 0                              | 0                    | 0                  | (1,133)                           |
| <b>Total</b> \$              | <b>3,393</b>      | <b>\$ 22,345</b>        | <b>\$ 250</b>                  | <b>\$ 29,854</b>     | <b>\$ 29,854</b>   | <b>\$ 7,509</b>                   |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Total Requirements \$</b> | <b>3,393</b>      | <b>\$ 22,345</b>        | <b>\$ 250</b>                  | <b>\$ 29,854</b>     | <b>\$ 29,854</b>   | <b>\$ 7,509</b>                   |
| <b>Available Funds</b>       |                   |                         |                                |                      |                    |                                   |
| Fund Balance Avail. \$       | 9,383             | \$ 14,710               | \$ 14,710                      | \$ 22,006            | \$ 22,006          | \$ 7,296                          |
| Cancel Reserve               | 1,095             | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Property Taxes               | 2,908             | 2,786                   | 3,151                          | 3,253                | 3,253              | 467                               |
| Assessments                  | 3,849             | 3,849                   | 3,795                          | 3,795                | 3,795              | (54)                              |
| Revenues                     | 868               | 1,000                   | 600                            | 800                  | 800                | (200)                             |
| <b>Total</b> \$              | <b>18,103</b>     | <b>\$ 22,345</b>        | <b>\$ 22,256</b>               | <b>\$ 29,854</b>     | <b>\$ 29,854</b>   | <b>\$ 7,509</b>                   |

This district provides road maintenance service in the Robak Drive area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$22,006, a tax levy share of \$3,253, assessments of \$3,795, and other revenues of \$800, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u>  | <u>02-03<br/>Recom</u>  |
|---------------------------|-------------------------|-------------------------|
| DPW Services              | \$ 21,087               | \$ 29,729               |
| Accounting and Audit Fees | 125                     | 125                     |
| Contingencies             | <u>1,133</u>            | <u>0</u>                |
| <b>TOTAL</b>              | <b>\$ <u>22,345</u></b> | <b>\$ <u>29,854</u></b> |

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 7,575 \$          | 51,421 \$               | 225 \$                         | 62,056 \$            | 62,056 \$         | 10,635                            |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.            | 0                 | 234                     | 0                              | 0                    | 0                 | (234)                             |
| <b>Total</b> \$              | <b>7,575 \$</b>   | <b>51,655 \$</b>        | <b>225 \$</b>                  | <b>62,056 \$</b>     | <b>62,056 \$</b>  | <b>10,401</b>                     |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements \$</b> | <b>7,575 \$</b>   | <b>51,655 \$</b>        | <b>225 \$</b>                  | <b>62,056 \$</b>     | <b>62,056 \$</b>  | <b>10,401</b>                     |

**Available Funds**

|                        |                  |                  |                  |                  |                  |               |
|------------------------|------------------|------------------|------------------|------------------|------------------|---------------|
| Fund Balance Avail. \$ | 35,496 \$        | 39,994 \$        | 39,994 \$        | 50,865 \$        | 50,865 \$        | 10,871        |
| Cancel Reserve         | 458              | 0                | 0                | 0                | 0                | 0             |
| Property Taxes         | 2,812            | 2,726            | 3,061            | 3,156            | 3,156            | 430           |
| Assessments            | 6,436            | 6,435            | 6,435            | 6,435            | 6,435            | 0             |
| Revenues               | 2,367            | 2,500            | 1,600            | 1,600            | 1,600            | (900)         |
| <b>Total</b> \$        | <b>47,569 \$</b> | <b>51,655 \$</b> | <b>51,090 \$</b> | <b>62,056 \$</b> | <b>62,056 \$</b> | <b>10,401</b> |

This district provides for road maintenance service in the Empire Acres area

The recommended financing includes an estimated fund balance June 30, 2002 of \$50,865, a tax levy share of \$3,156, assessments of \$6,435, and other revenue of \$1,600, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| DPW Services              | \$ 51,296              | \$ 61,931              |
| Accounting and Audit Fees | 125                    | 125                    |
| Contingencies             | 234                    | 0                      |
| <b>TOTAL</b>              | <b>\$ 51,655</b>       | <b>\$ 62,056</b>       |

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recorn.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|--------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                    |                                   |
| Services & Supplies \$       | 251 \$            | 11,062 \$               | 225 \$                         | 16,483 \$            | 16,483 \$          | 5,421                             |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Approp. for Cont.            | 0                 | 296                     | 0                              | 0                    | 0                  | (296)                             |
| <b>Total</b> \$              | <b>251 \$</b>     | <b>11,358 \$</b>        | <b>225 \$</b>                  | <b>16,483 \$</b>     | <b>16,483 \$</b>   | <b>5,125</b>                      |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Total Requirements \$</b> | <b>251 \$</b>     | <b>11,358 \$</b>        | <b>225 \$</b>                  | <b>16,483 \$</b>     | <b>16,483 \$</b>   | <b>5,125</b>                      |
| <b>Available Funds</b>       |                   |                         |                                |                      |                    |                                   |
| Fund Balance Avail. \$       | 234 \$            | 7,127 \$                | 7,127 \$                       | 11,661 \$            | 11,661 \$          | 4,534                             |
| Cancel Reserve               | 2,692             | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Property Taxes               | 1,892             | 1,801                   | 2,429                          | 2,492                | 2,492              | 691                               |
| Assessments                  | 2,030             | 2,030                   | 2,030                          | 2,030                | 2,030              | 0                                 |
| Revenues                     | 530               | 400                     | 300                            | 300                  | 300                | (100)                             |
| <b>Total</b> \$              | <b>7,378 \$</b>   | <b>11,358 \$</b>        | <b>11,886 \$</b>               | <b>16,483 \$</b>     | <b>16,483 \$</b>   | <b>5,175</b>                      |

This district provides for road maintenance service in the Whitehouse Canyon area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$11,661, a tax levy share of \$2,492, assessment of \$2,030, and other revenue of \$300, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|---------------------------|------------------------------|------------------------------|
| DPW Services              | \$ 10,937                    | \$ 16,358                    |
| Accounting and Audit Fees | 125                          | 125                          |
| Contingencies             | <u>296</u>                   | <u>0</u>                     |
| <b>TOTAL</b>              | <b>\$ <u>11,358</u></b>      | <b>\$ <u>16,483</u></b>      |

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 471 \$            | 70,063 \$               | 225 \$                         | 74,584 \$            | 74,584 \$         | 4,521                             |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.            | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total</b> \$              | 471 \$            | 70,063 \$               | 225 \$                         | 74,584 \$            | 74,584 \$         | 4,521                             |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$ | <u>471 \$</u>     | <u>70,063 \$</u>        | <u>225 \$</u>                  | <u>74,584 \$</u>     | <u>74,584 \$</u>  | <u>4,571</u>                      |

**Available Funds**

|                        |                  |                  |                  |                  |                  |              |
|------------------------|------------------|------------------|------------------|------------------|------------------|--------------|
| Fund Balance Avail. \$ | 58,029 \$        | 64,667 \$        | 64,667 \$        | 69,688 \$        | 69,688 \$        | 5,021        |
| Cancel Reserve         | 383              | 0                | 0                | 0                | 0                | 0            |
| Assessments            | 2,896            | 2,896            | 2,896            | 2,896            | 2,896            | 0            |
| Revenues               | 3,830            | 2,500            | 2,350            | 2,000            | 2,000            | (500)        |
| <b>Total</b> \$        | <u>65,138 \$</u> | <u>70,063 \$</u> | <u>69,913 \$</u> | <u>74,584 \$</u> | <u>74,584 \$</u> | <u>4,521</u> |

This district provides road maintenance service in the Westdale Drive area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$69,688, assessments of \$2,896, and other revenue of \$2,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| DPW Services              | \$ 69,938              | \$ 74,459              |
| Accounting and Audit Fees | <u>125</u>             | <u>125</u>             |
| <b>TOTAL</b>              | <u>\$ 70,063</u>       | <u>\$ 74,584</u>       |

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 193 \$            | 2,025 \$                | 225 \$                         | 2,241 \$             | 2,241 \$          | 216                               |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.            | 0                 | 137                     | 0                              | 0                    | 0                 | (137)                             |
| <b>Total</b> \$              | <b>193 \$</b>     | <b>2,162 \$</b>         | <b>225 \$</b>                  | <b>2,241 \$</b>      | <b>2,241 \$</b>   | <b>79</b>                         |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements \$</b> | <b>193 \$</b>     | <b>2,162 \$</b>         | <b>225 \$</b>                  | <b>2,241 \$</b>      | <b>2,241 \$</b>   | <b>79</b>                         |

**Available Funds**

|                        |                 |                 |                 |                 |                 |           |
|------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------|
| Fund Balance Avail. \$ | 1,515 \$        | 1,822 \$        | 1,822 \$        | 1,934 \$        | 1,934 \$        | 112       |
| Cancel Reserve         | 55              | 0               | 0               | 0               | 0               | 0         |
| Assessments            | 240             | 240             | 257             | 257             | 257             | 17        |
| Revenues               | 205             | 100             | 80              | 50              | 50              | (50)      |
| <b>Total</b> \$        | <b>2,015 \$</b> | <b>2,162 \$</b> | <b>2,159 \$</b> | <b>2,241 \$</b> | <b>2,241 \$</b> | <b>79</b> |

This district provides road maintenance service in the Kelly Hill area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$1,934, assessments of \$257, and other revenues of \$50, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| DPW Services              | \$ 1,900               | \$ 2,116               |
| Accounting and Audit Fees | 125                    | 125                    |
| Contingencies             | <u>137</u>             | <u>0</u>               |
| <b>TOTAL</b>              | <b>\$ <u>2,162</u></b> | <b>\$ <u>2,241</u></b> |

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 8,474 \$          | 27,146 \$               | 5,500 \$                       | 30,961 \$            | 30,961 \$         | 3,815                             |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.            | 0                 | 1,718                   | 0                              | 0                    | 0                 | (1,718)                           |
| <b>Total</b> \$              | <b>8,474 \$</b>   | <b>28,864 \$</b>        | <b>5,500 \$</b>                | <b>30,961 \$</b>     | <b>30,961 \$</b>  | <b>2,097</b>                      |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$ | <b>8,474 \$</b>   | <b>28,864 \$</b>        | <b>5,500 \$</b>                | <b>30,961 \$</b>     | <b>30,961 \$</b>  | <b>2,097</b>                      |

**Available Funds**

|                        |                  |                  |                  |                  |                  |              |
|------------------------|------------------|------------------|------------------|------------------|------------------|--------------|
| Fund Balance Avail. \$ | 17,505 \$        | 20,229 \$        | 20,229 \$        | 22,876 \$        | 22,876 \$        | 2,647        |
| Cancel Reserve         | 0                | 0                | 0                | 0                | 0                | 0            |
| Assessments            | 7,384            | 7,385            | 7,385            | 7,385            | 7,385            | 0            |
| Revenues               | 3,814            | 1,250            | 762              | 700              | 700              | (550)        |
| <b>Total</b> \$        | <b>78,703 \$</b> | <b>28,864 \$</b> | <b>28,376 \$</b> | <b>30,961 \$</b> | <b>30,961 \$</b> | <b>7,097</b> |

This district provides road maintenance service for Old Ranch Road

The recommended financing includes an estimated fund balance June 30, 2002 of \$22,876, assessments of \$7,385, and other revenues of \$700, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|---------------------------|------------------------------|------------------------------|
| DPW Services              | \$ 27,021                    | \$ 30,836                    |
| Accounting and Audit Fees | 125                          | 125                          |
| Contingencies             | <u>1,718</u>                 | <u>0</u>                     |
| <b>TOTAL</b>              | <b>\$ <u>28,864</u></b>      | <b>\$ <u>30,961</u></b>      |



| Requirements                 | Actual<br>2000-01   | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03    | Change from<br>2001-02<br>Approp. |
|------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|-----------------------------------|
| <b>Appropriations</b>        |                     |                         |                                |                      |                      |                                   |
| Services & Supplies \$       | 9,900               | \$ 80,436               | \$ 69,500                      | \$ 23,706            | \$ 23,706            | \$ (56,730)                       |
| Other Charges                | 0                   | 0                       | 0                              | 0                    | 0                    | 0                                 |
| Fixed Assets                 | 0                   | 0                       | 0                              | 0                    | 0                    | 0                                 |
| Approp. for Cont.            | 0                   | 0                       | 0                              | 0                    | 0                    | 0                                 |
| <b>Total</b>                 | <b>\$ 9,900</b>     | <b>\$ 80,436</b>        | <b>\$ 69,500</b>               | <b>\$ 23,706</b>     | <b>\$ 23,706</b>     | <b>\$ (56,730)</b>                |
| Increase Reserve             | 0                   | 0                       | 0                              | 0                    | 0                    | 0                                 |
| <b>Total Requirements \$</b> | <b><u>9,900</u></b> | <b><u>80,436</u></b>    | <b><u>69,500</u></b>           | <b><u>23,706</u></b> | <b><u>23,706</u></b> | <b><u>(56,730)</u></b>            |
| <b>Available Funds</b>       |                     |                         |                                |                      |                      |                                   |
| Fund Balance Avail. \$       | 9,779               | \$ 62,586               | \$ 62,586                      | 9,396                | \$ 9,396             | \$ (53,190)                       |
| Cancel Reserve               | 732                 | 0                       | 0                              | 0                    | 0                    | 0                                 |
| Assessments                  | 59,846              | 13,810                  | 13,810                         | 13,810               | 13,810               | 0                                 |
| Revenues                     | 2,129               | 4,040                   | 2,500                          | 500                  | 500                  | (3,540)                           |
| <b>Total</b>                 | <b>\$ 77,486</b>    | <b>\$ 80,436</b>        | <b>\$ 78,896</b>               | <b>\$ 73,706</b>     | <b>\$ 23,706</b>     | <b>\$ (56,730)</b>                |

This district provides road maintenance service in the Pineridge area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$9,396, assessments of \$13,810, and other revenues of \$500, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u>  | <u>02-03<br/>Recom</u>  |
|---------------------------|-------------------------|-------------------------|
| DPW Services              | \$ 80,311               | \$ 23,581               |
| Accounting and Audit Fees | <u>125</u>              | <u>125</u>              |
| <b>TOTAL</b>              | <b>\$ <u>80,436</u></b> | <b>\$ <u>23,706</u></b> |

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 622 \$            | 34,976 \$               | 2,400 \$                       | 39,937 \$            | 39,937 \$         | 4,961                             |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.            | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total</b> \$              | <b>622 \$</b>     | <b>34,976 \$</b>        | <b>2,400 \$</b>                | <b>39,937 \$</b>     | <b>39,937 \$</b>  | <b>4,961</b>                      |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$ | <b>622 \$</b>     | <b>34,976 \$</b>        | <b>2,400 \$</b>                | <b>39,937 \$</b>     | <b>39,937 \$</b>  | <b>4,961</b>                      |
| <b>Available Funds</b>       |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$       | 19,100 \$         | 26,670 \$               | 26,670 \$                      | 32,231 \$            | 32,231 \$         | 5,561                             |
| Cancel Reserve               | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Assessments                  | 6,807             | 6,806                   | 6,806                          | 6,806                | 6,806             | 0                                 |
| Revenues                     | 1,385             | 1,500                   | 1,155                          | 900                  | 900               | (600)                             |
| <b>Total</b> \$              | <b>27,292 \$</b>  | <b>34,976 \$</b>        | <b>34,631 \$</b>               | <b>39,937 \$</b>     | <b>39,937 \$</b>  | <b>4,961</b>                      |

This district provides road maintenance service for Viewpoint Road.

The recommended financing includes an estimated fund balance June 30, 2002 of \$32,231, assessments of \$6,806, and other revenues of \$900, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|---------------------------|------------------------------|------------------------------|
| DPW Services              | \$ 34,851                    | \$ 39,812                    |
| Accounting and Audit Fees | <u>125</u>                   | <u>125</u>                   |
| <b>TOTAL</b>              | <b>\$ <u>34,976</u></b>      | <b>\$ <u>39,937</u></b>      |

| Requirements                 | Actual<br>2000-01          | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03    | Recom.<br>2002-03       | Change from<br>2001-02<br>Approp. |
|------------------------------|----------------------------|-------------------------|--------------------------------|-------------------------|-------------------------|-----------------------------------|
| <b>Appropriations</b>        |                            |                         |                                |                         |                         |                                   |
| Services & Supplies \$       | 7,193 \$                   | 40,807 \$               | 22,000 \$                      | 55,927 \$               | 55,927 \$               | 15,120                            |
| Other Charges                | 0                          | 0                       | 0                              | 0                       | 0                       | 0                                 |
| Fixed Assets                 | 0                          | 0                       | 0                              | 0                       | 0                       | 0                                 |
| Approp. for Cont.            | 0                          | 4,640                   | 0                              | 0                       | 0                       | (4,640)                           |
| <b>Total</b>                 | <b>\$ 7,193 \$</b>         | <b>45,447 \$</b>        | <b>22,000 \$</b>               | <b>55,927 \$</b>        | <b>55,927 \$</b>        | <b>10,480</b>                     |
| Increase Reserve             | 0                          | 0                       | 0                              | 0                       | 0                       | 0                                 |
| <b>Total Requirements \$</b> | <b><u>7,193 \$</u></b>     | <b><u>45,447 \$</u></b> | <b><u>22,000 \$</u></b>        | <b><u>55,927 \$</u></b> | <b><u>55,927 \$</u></b> | <b><u>10,480</u></b>              |
| <b>Available Funds</b>       |                            |                         |                                |                         |                         |                                   |
| Fund Balance Avail. \$       | 6,445 \$                   | 27,564 \$               | 27,564 \$                      | 23,437 \$               | 23,437 \$               | (4,127)                           |
| Cancel Reserve               | 240                        | 0                       | 0                              | 0                       | 0                       | 0                                 |
| Assessments                  | 17,084                     | 17,083                  | 17,083                         | 31,690                  | 31,690                  | 14,607                            |
| Revenues                     | 10,988                     | 800                     | 790                            | 800                     | 800                     | 0                                 |
| <b>Total</b>                 | <b>\$ <u>34,757 \$</u></b> | <b><u>45,447 \$</u></b> | <b><u>45,437 \$</u></b>        | <b><u>55,927 \$</u></b> | <b><u>55,977 \$</u></b> | <b><u>10,480</u></b>              |

This district provides road maintenance service in the Hidden Valley area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$23,437, assessments of \$31,690 and other revenues of \$800, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>             | <u>01-02<br/>Allow</u>  | <u>02-03<br/>Recom</u>  |
|----------------------------|-------------------------|-------------------------|
| Other Insurance            | \$ 1,200                | \$ 1,200                |
| DPW Services-Hidden Valley | 19,882                  | 46,242                  |
| DPW Services-Muir Drive    | 10,056                  | 8,350                   |
| Loan Installment           | 8,000                   | 0                       |
| Interest                   | 1,534                   | 0                       |
| Accounting and Audit Fees  | 135                     | 135                     |
| Contingencies              | <u>4,640</u>            | <u>0</u>                |
| <b>TOTAL</b>               | <b>\$ <u>45,447</u></b> | <b>\$ <u>55,927</u></b> |

**LOMOND TERRACE CSA #28**  
**Thomas L. Bolich, Director of Public Works**  
Index Number: 622225

Fund: Special District  
Function: Roads

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change<br>from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|--------------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                      |
| Services & Supplies \$       | 52,911 \$         | 83,040 \$               | 46,000 \$                      | 59,257 \$            | 59,257            | \$ (23,783)                          |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                    |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                    |
| Approp. for Cont.            | 0                 | 149                     | 0                              | 0                    | 0                 | (149)                                |
| <b>Total</b>                 | <b>\$ 52,911</b>  | <b>\$ 83,189</b>        | <b>\$ 46,000</b>               | <b>\$ 59,257</b>     | <b>\$ 59,257</b>  | <b>\$ (23,932)</b>                   |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                    |
| <b>Total Requirements \$</b> | <b>\$ 52,911</b>  | <b>\$ 83,189</b>        | <b>\$ 46,000</b>               | <b>\$ 59,757</b>     | <b>\$ 59,257</b>  | <b>\$ (23,932)</b>                   |

**Available Funds**

|                        |                  |                  |                  |                  |                  |                    |
|------------------------|------------------|------------------|------------------|------------------|------------------|--------------------|
| Fund Balance Avail. \$ | 64,936 \$        | 39,001 \$        | 39,001 \$        | 17,369 \$        | 17,369           | \$ (21,632)        |
| Cancel Reserve         | 502              | 0                | 0                | 0                | 0                | 0                  |
| Assessments            | 23,018           | 23,018           | 23,018           | 23,018           | 23,018           | 0                  |
| Revenues               | 3,456            | 21,170           | 1,350            | 18,870           | 18,870           | (2,300)            |
| <b>Total</b>           | <b>\$ 91,912</b> | <b>\$ 83,189</b> | <b>\$ 63,369</b> | <b>\$ 59,257</b> | <b>\$ 59,257</b> | <b>\$ (23,932)</b> |

This district provides road maintenance service in the Lomond Terrace area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$17,369, assessments of \$23,018, storm damage revenues of \$17,670, and other revenues of \$1,200, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|---------------------------|------------------------------|------------------------------|
| DPW Services              | \$ 82,790                    | \$ 41,337                    |
| Accounting and Audit Fees | 250                          | 250                          |
| DSR 51463 Repay FEMA      | 0                            | 17,670                       |
| Contingencies             | 149                          | 0                            |
| <b>TOTAL</b>              | <b>\$ 83,189</b>             | <b>\$ 59,257</b>             |

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 16,061 \$         | 26,815 \$               | 850 \$                         | 43,813 \$            | 43,813 \$         | 16,998                            |
| <b>Other Charges</b>              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Fixed Assets</b>               | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Approp. for Cont.</b>          | 0                 | 8,923                   | 0                              | 0                    | 0                 | (8,923)                           |
| <b>Total</b> \$                   | 16,061 \$         | 35,738 \$               | 850 \$                         | 43,813 \$            | 43,813 \$         | 8,075                             |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$      | <u>16,061 \$</u>  | <u>35,738 \$</u>        | <u>850 \$</u>                  | <u>43,813 \$</u>     | <u>43,813 \$</u>  | <u>8,075</u>                      |
| <b>Available Funds</b>            |                   |                         |                                |                      |                   |                                   |
| <b>Fund Balance Avail.</b> \$     | 23,436 \$         | 28,303 \$               | 28,303 \$                      | 35,583 \$            | 35,583 \$         | 7,280                             |
| <b>Cancel Reserve</b>             | 4,009             | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Assessments</b>                | 6,435             | 6,435                   | 6,930                          | 6,930                | 6,930             | 495                               |
| <b>Revenues</b>                   | 10,484            | 1,000                   | 1,200                          | 1,300                | 1,300             | 300                               |
| <b>Total</b> \$                   | <u>44,364 \$</u>  | <u>35,738 \$</u>        | <u>36,433 \$</u>               | <u>43,813 \$</u>     | <u>43,813 \$</u>  | <u>8,075</u>                      |

This district provides road maintenance service in the Glenwood Acres area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$35,583, assessments of \$6,930, and other revenues of \$1,300, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| Other Insurance           | \$ 700                 | \$ 700                 |
| DPW Services              | 25,980                 | 42,978                 |
| Accounting and Audit Fees | 135                    | 135                    |
| Contingencies             | <u>8,923</u>           | <u>0</u>               |
| <b>TOTAL</b>              | <u>\$ 35,738</u>       | <u>\$ 43,813</u>       |

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 2,735 \$          | 2,632 \$                | 225 \$                         | 3,417 \$             | 3,417 \$          | 785                               |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.            | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total</b> \$              | <b>2,735 \$</b>   | <b>2,632 \$</b>         | <b>225 \$</b>                  | <b>3,417 \$</b>      | <b>3,417 \$</b>   | <b>785</b>                        |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements \$</b> | <b>7,735 \$</b>   | <b>2,632 \$</b>         | <b>225 \$</b>                  | <b>3,417 \$</b>      | <b>3,417 \$</b>   | <b>785</b>                        |
| <b>Available Funds</b>       |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$       | 2,988 \$          | 1,492 \$                | 1,492 \$                       | 2,377 \$             | 2,377 \$          | 885                               |
| Cancel Reserve               | 68                | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Assessments                  | 990               | 990                     | 990                            | 990                  | 990               | 0                                 |
| Revenues                     | 181               | 150                     | 120                            | 50                   | 50                | (100)                             |
| <b>Total</b> \$              | <b>4,227 \$</b>   | <b>2,632 \$</b>         | <b>2,602 \$</b>                | <b>3,417 \$</b>      | <b>3,417 \$</b>   | <b>785</b>                        |

This district provides road maintenance service in the View Circle area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$2,377, assessments of \$990, and other revenues of \$50, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| DPW Services              | \$ 2,507               | \$ 3,292               |
| Accounting and Audit Fees | <u>125</u>             | <u>125</u>             |
| <b>TOTAL</b>              | <b>\$ <u>2,632</u></b> | <b>\$ <u>3,417</u></b> |

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recorn.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|--------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                    |                                   |
| Services & Supplies \$    | 7,450 \$          | 50,623 \$               | 28,300 \$                      | 53,072 \$            | 53,072 \$          | 2,449                             |
| Other Charges             | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Fixed Assets              | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Approp. for Cont.         | 0                 | 7,249                   | 0                              | 0                    | 0                  | (7,249)                           |
| <b>Total</b>              | <b>\$ 7,450</b>   | <b>\$ 57,872</b>        | <b>\$ 28,300</b>               | <b>\$ 53,072</b>     | <b>\$ 53,072</b>   | <b>(4,800)</b>                    |
| Increase Reserve          | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Total Requirements</b> | <b>\$ 7,450</b>   | <b>\$ 57,872</b>        | <b>\$ 28,300</b>               | <b>\$ 53,072</b>     | <b>\$ 53,072</b>   | <b>(4,800)</b>                    |
| <b>Available Funds</b>    |                   |                         |                                |                      |                    |                                   |
| Fund Balance Avail. \$    | 5,688 \$          | 33,172 \$               | 33,172 \$                      | 29,372 \$            | 29,372 \$          | (3,800)                           |
| Cancel Reserve            | 6,246             | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Assessments               | 19,335            | 23,200                  | 23,200                         | 23,200               | 23,200             | 0                                 |
| Revenues                  | 9,353             | 1,500                   | 1,300                          | 500                  | 500                | (1,000)                           |
| <b>Total</b>              | <b>\$ 40,622</b>  | <b>\$ 57,872</b>        | <b>\$ 57,672</b>               | <b>\$ 53,072</b>     | <b>\$ 53,077</b>   | <b>(4,800)</b>                    |

This district provides road maintenance service for Redwood Drive.

The recommended financing includes an estimated fund balance June 30, 2002 of \$29,372, assessments of \$23,200, and other revenues of \$500, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u>  | <u>02-03<br/>Recom</u>  |
|---------------------------|-------------------------|-------------------------|
| DPW Services              | \$ 50,498               | \$ 52,947               |
| Accounting and Audit Fees | 125                     | 125                     |
| Contingencies             | <u>7,249</u>            | <u>0</u>                |
| <b>TOTAL</b>              | <b>\$ <u>57,872</u></b> | <b>\$ <u>53,072</u></b> |

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recorn.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|--------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                    |                                   |
| <b>Services &amp; Supplies</b> \$ | 7,421 \$          | 18,040 \$               | 750 \$                         | 27,563 \$            | 27,563 \$          | 9,523                             |
| <b>Other Charges</b>              | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Fixed Assets</b>               | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Approp. for Cont.</b>          | 0                 | 305                     | 0                              | 0                    | 0                  | (305)                             |
| <b>Total</b> \$                   | 7,421 \$          | 18,345 \$               | 750 \$                         | 27,563 \$            | 27,563 \$          | 9,218                             |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Total Requirements</b> \$      | <u>7,421 \$</u>   | <u>18,345 \$</u>        | <u>750 \$</u>                  | <u>27,563 \$</u>     | <u>27,563 \$</u>   | <u>9,218</u>                      |
| <b>Available Funds</b>            |                   |                         |                                |                      |                    |                                   |
| <b>Fund Balance Avail.</b> \$     | 12,574 \$         | 11,629 \$               | 11,629 \$                      | 17,345 \$            | 17,345 \$          | 5,716                             |
| <b>Cancel Reserve</b>             | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Assessments</b>                | 5,607             | 5,916                   | 5,916                          | 9,618                | 9,618              | 3,702                             |
| <b>Revenues</b>                   | 869               | 800                     | 550                            | 600                  | 600                | (200)                             |
| <b>Total</b> \$                   | <u>19,050 \$</u>  | <u>18,345 \$</u>        | <u>18,095 \$</u>               | <u>27,563 \$</u>     | <u>27,563 \$</u>   | <u>9,218</u>                      |

This district provides road maintenance service for Larsen Road.

The recommended financing includes an estimated fund balance June 30, 2002 of \$17,345, assessments of \$9,618, and other revenue of \$600, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| DPW Services              | \$ 17,915              | \$ 27,438              |
| Accounting and Audit Fees | 125                    | 125                    |
| Contingencies             | <u>305</u>             | <u>0</u>               |
| <b>TOTAL</b>              | <u>\$ 18,345</u>       | <u>\$ 27,563</u>       |

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 11,776\$          | 28,245\$                | 600 \$                         | 33,548\$             | 33,548\$          | 5,303                             |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.            | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total</b> \$              | <b>11,776\$</b>   | <b>28,245\$</b>         | <b>600 \$</b>                  | <b>33,548\$</b>      | <b>33,548\$</b>   | <b>5,303</b>                      |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$ | <b>11,776\$</b>   | <b>28,245\$</b>         | <b>600 \$</b>                  | <b>33,548\$</b>      | <b>33,548\$</b>   | <b>5,303</b>                      |
| <b>Available Funds</b>       |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$       | 26,692\$          | 21,602\$                | 21,602\$                       | 27,205\$             | 27,205\$          | 5,603                             |
| Cancel Reserve               | 376               | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Assessments                  | 5,065             | 5,343                   | 5,343                          | 5,343                | 5,343             | 0                                 |
| Revenues                     | 1,245             | 1,300                   | 860                            | 1,000                | 1,000             | (300)                             |
| <b>Total</b> \$              | <b>33,378\$</b>   | <b>28,245 \$</b>        | <b>27,805\$</b>                | <b>33,548\$</b>      | <b>33,548 \$</b>  | <b>5,303</b>                      |

This district provides road maintenance service in the Country Estates area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$27,205, assessments of \$5,343, and other revenues of \$1,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|---------------------------|------------------------------|------------------------------|
| DPW Services              | \$ 28,120                    | \$ 33,423                    |
| Accounting and Audit Fees | 125                          | 125                          |
| <b>TOTAL</b>              | <b>\$ 28,245</b>             | <b>\$ 33,548</b>             |

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 5,468 \$          | 182,660 \$              | 53,000 \$                      | 182,306 \$           | 182,306 \$        | (354)                             |
| <b>Other Charges</b>              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Fixed Assets</b>               | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Approp. for Cont.</b>          | 0                 | 39,553                  | 0                              | 0                    | 0                 | (39,553)                          |
| <b>Total</b> \$                   | 5,468 \$          | 222,213 \$              | 53,000 \$                      | 182,306 \$           | 182,306 \$        | (39,907)                          |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$      | <u>5,468 \$</u>   | <u>222,213 \$</u>       | <u>53,000 \$</u>               | <u>182,306 \$</u>    | <u>182,306 \$</u> | <u>(39,907)</u>                   |
| <b>Available Funds</b>            |                   |                         |                                |                      |                   |                                   |
| <b>Fund Balance Avail.</b> \$     | 118,823 \$        | 167,188 \$              | 167,188 \$                     | 129,281 \$           | 129,281 \$        | (37,907)                          |
| <b>Cancel Reserve</b>             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Assessments</b>                | 8,540             | 8,612                   | 8,612                          | 11,112               | 11,112            | 2,500                             |
| <b>Revenues</b>                   | 45,293            | 46,413                  | 6,481                          | 41,913               | 41,913            | (4,500)                           |
| <b>Total</b> \$                   | <u>173,656 \$</u> | <u>222,213 \$</u>       | <u>182,281 \$</u>              | <u>182,306 \$</u>    | <u>182,306 \$</u> | <u>(39,907)</u>                   |

This district provides road maintenance service in the Forest Glen area

The recommended financing includes an estimated fund balance June 30, 2002 of \$129,281, assessments of \$11,112, storm damage revenues of \$38,413, and other revenue of \$3,500, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>                  | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------------|------------------------|------------------------|
| DPW Services-Entrance Zone      | \$ 20,668              | \$ 21,803              |
| DPW Services-Hayward Zone       | 33,684                 | 38,812                 |
| DSR #51481 (Hayward) Repay FEMA | 38,413                 | 38,413                 |
| DPW Services-Ross Zone          | 22,664                 | 24,118                 |
| DPW Services-King Zone          | 0                      | 2,524                  |
| DPW Services-Baker Zone         | 52,665                 | 33,699                 |
| DSR #99057 (Baker) Repay FEMA   | 0                      | 5,469                  |
| DPW Services-Norman Zone        | 14,031                 | 16,968                 |
| Accounting and Audit Fees       | 535                    | 500                    |
| Contingencies                   | <u>39,553</u>          | <u>          </u>      |
| <b>TOTAL</b>                    | <u>\$ 222,213</u>      | <u>\$ 182,306</u>      |

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 68,964            | \$ 58,582               | \$ 650                         | \$ 54,335            | \$ 54,335         | \$ (4,247)                        |
| <b>Other Charges</b>              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Fixed Assets</b>               | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Approp. for Cont.</b>          | 0                 | 1,176                   | 0                              | 0                    | 0                 | (1,176)                           |
| <b>Total</b> \$                   | 68,964            | \$ 59,758               | \$ 650                         | \$ 54,335            | \$ 54,335         | \$ (5,423)                        |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$      | 68,964            | \$ 59,758               | \$ 650                         | \$ 54,335            | \$ 54,335         | \$ (5,423)                        |
| <b>Available Funds</b>            |                   |                         |                                |                      |                   |                                   |
| <b>Fund Balance Avail.</b> \$     | 41,212            | \$ 32,885               | \$ 32,885                      | \$ 43,435            | \$ 43,435         | \$ 10,550                         |
| <b>Cancel Reserve</b>             | 1,228             | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Assessments</b>                | 9,903             | 9,900                   | 9,900                          | 9,900                | 9,900             | 0                                 |
| <b>Revenues</b>                   | 49,506            | 16,973                  | 1,300                          | 1,000                | 1,000             | (15,973)                          |
| <b>Total</b> \$                   | 101,849           | \$ 59,758               | \$ 44,085                      | \$ 54,335            | \$ 54,335         | \$ (5,423)                        |

This district provides road maintenance service in the Roberts Road area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$43,435, assessments of \$9,900, and other revenues of \$1,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| DPW Services              | \$ 58,447              | \$ 54,200              |
| Accounting and Audit Fees | 135                    | 135                    |
| Contingencies             | 1,176                  | 0                      |
| <b>TOTAL</b>              | \$ 59,758              | \$ 54,335              |

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 133 \$            | 2,984 \$                | 525 \$                         | 2,591 \$             | 2,591 \$          | (393)                             |
| <b>Other Charges</b>              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Fixed Assets</b>               | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Approp. for Cont.</b>          | 0                 | 62                      | 0                              | 0                    | 0                 | (62)                              |
| <b>Total</b> \$                   | 133 \$            | 3,046 \$                | 525 \$                         | 2,591 \$             | 2,591 \$          | (455)                             |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$      | 133 \$            | 3,046 \$                | 525 \$                         | 2,591 \$             | 7,591 \$          | (455)                             |
| <b>Available Funds</b>            |                   |                         |                                |                      |                   |                                   |
| <b>Fund Balance Avail.</b> \$     | 2,802 \$          | 2,906 \$                | 2,906 \$                       | 2,491 \$             | 2,491 \$          | (415)                             |
| <b>Cancel Reserve</b>             | 77                | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Assessments</b>                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Revenues</b>                   | 160               | 140                     | 110                            | 100                  | 100               | (40)                              |
| <b>Total</b> \$                   | 3,039 \$          | 3,046 \$                | 3,016 \$                       | 2,591 \$             | 7,591 \$          | (455)                             |

This district provides road maintenance service for Reed Street.

The recommended financing includes an estimated fund balance June 30, 2002 of \$2,491, and other revenues of \$100, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| DPW Services              | \$ 2,859               | \$ 2,466               |
| Accounting and Audit Fees | 125                    | 125                    |
| Contingencies             | 62                     | 0                      |
| <b>TOTAL</b>              | <b>\$ 3,046</b>        | <b>\$ 2,591</b>        |

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$       | 283 \$            | 15,444 \$               | 8,800 \$                       | 11,002 \$            | 11,002 \$         | (4,442)                           |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.            | 0                 | 594                     | 0                              | 0                    | 0                 | (594)                             |
| <b>Total</b> \$              | 283 \$            | 16,038 \$               | 8,800 \$                       | 11,002 \$            | 11,002 \$         | (5,036)                           |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$ | <u>383 \$</u>     | <u>16,038 \$</u>        | <u>8,800 \$</u>                | <u>11,002 \$</u>     | <u>11,002 \$</u>  | <u>(5,036)</u>                    |
| <b>Available Funds</b>       |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$       | 7,856 \$          | 11,874 \$               | 11,874 \$                      | 7,138 \$             | 7,138 \$          | (4,736)                           |
| Cancel Reserve               | 96                | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Assessments                  | 3,614             | 3,614                   | 3,614                          | 3,614                | 3,614             | 0                                 |
| Revenues                     | 591               | 550                     | 450                            | 250                  | 250               | (300)                             |
| <b>Total</b> \$              | <u>17,157 \$</u>  | <u>16,038 \$</u>        | <u>15,938 \$</u>               | <u>11,002 \$</u>     | <u>11,002 \$</u>  | <u>(5,036)</u>                    |

This district provides road maintenance service for Ralston Way.

The recommended financing includes an estimated fund balance June 30, 2002 of \$7,138, assessments of \$3,614, and other revenues of \$250, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| DPW Services              | \$ 15,319              | \$ 10,877              |
| Accounting and Audit Fees | 125                    | 125                    |
| Contingencies             | <u>594</u>             | <u>0</u>               |
| <b>TOTAL</b>              | <u>\$ 16,038</u>       | <u>\$ 11,002</u>       |

**LOMA PRIETA DRIVE CSA #41**  
**Thomas L. Bolich, Director of Public Works**  
index Number: 622220

Fund: Special District  
Function: Roads

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 12,938 \$         | 86,641 \$               | 6,500 \$                       | 92,703 \$            | 92,703 \$         | 6,062                             |
| <b>Other Charges</b>              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Fixed Assets</b>               | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Approp. for Cont.</b>          | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total</b> \$                   | 12,938 \$         | 86,641 \$               | 6,500 \$                       | 92,703 \$            | 92,703 \$         | 6,062                             |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$      | <u>12,938 \$</u>  | <u>86,641 \$</u>        | <u>6,500 \$</u>                | <u>92,703 \$</u>     | <u>92,703 \$</u>  | <u>6,062</u>                      |
| <b>Available Funds</b>            |                   |                         |                                |                      |                   |                                   |
| <b>Fund Balance Avail.</b> \$     | 70,392 \$         | 72,379 \$               | 72,379 \$                      | 79,241 \$            | 79,241 \$         | 6,862                             |
| <b>Cancel Reserve</b>             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Assessments</b>                | 10,644            | 10,462                  | 10,462                         | 10,462               | 10,462            | 0                                 |
| <b>Revenues</b>                   | 4,281             | 3,800                   | 2,900                          | 3,000                | 3,000             | (800)                             |
| <b>Total</b> \$                   | <u>85,317 \$</u>  | <u>86,641 \$</u>        | <u>85,741 \$</u>               | <u>92,703 \$</u>     | <u>92,703 \$</u>  | <u>6,062</u>                      |

This district provides road maintenance service for Loma Prieta Drive.

The recommended financing includes an estimated fund balance June 30, 2002 of \$79,241, assessments of \$10,462 and other revenues of \$3,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| DPW Services              | \$ 86,516              | \$ 92,578              |
| Accounting and Audit Fees | <u>125</u>             | <u>125</u>             |
| <b>TOTAL</b>              | <u>\$ 86,641</u>       | <u>\$ 92,703</u>       |

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$    | 241               | \$ 16,679               | \$ 11,250                      | \$ 9,685             | \$ 9,685          | (6,994)                           |
| Other Charges             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.         | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total</b>              | <b>\$ 241</b>     | <b>\$ 16,679</b>        | <b>\$ 11,250</b>               | <b>\$ 9,685</b>      | <b>\$ 9,685</b>   | <b>(6,994)</b>                    |
| Increase Reserve          | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> | <b>\$ 241</b>     | <b>\$ 16,679</b>        | <b>\$ 11,250</b>               | <b>\$ 9,685</b>      | <b>\$ 9,685</b>   | <b>(6,994)</b>                    |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$    | 7,011             | \$ 11,673               | \$ 11,673                      | \$ 5,179             | \$ 5,179          | (6,494)                           |
| Cancel Reserve            | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Assessments               | 4,356             | 4,356                   | 4,356                          | 4,356                | 4,356             | 0                                 |
| Revenues                  | 547               | 650                     | 400                            | 150                  | 150               | (500)                             |
| <b>Total</b>              | <b>\$ 11,914</b>  | <b>\$ 16,679</b>        | <b>\$ 16,429</b>               | <b>\$ 9,685</b>      | <b>\$ 9,685</b>   | <b>(6,994)</b>                    |

This district provides road maintenance service for Sunlit Lane.

The recommended financing includes an estimated fund balance June 30, 2002 of \$5,179, assessments of \$4,356, and other revenue of \$150, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|---------------------------|------------------------------|------------------------------|
| DPW Services              | \$ 16,554                    | \$ 9,560                     |
| Accounting and Audit Fees | <u>125</u>                   | <u>125</u>                   |
| <b>TOTAL</b>              | <b>\$ <u>16,679</u></b>      | <b>\$ <u>9,685</u></b>       |

| Requirements                      | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|-----------------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>             |                   |                         |                                |                      |                   |                                   |
| <b>Services &amp; Supplies</b> \$ | 9,115 \$          | 12,588 \$               | 4,000 \$                       | 16,114 \$            | 16,114 \$         | 3,526                             |
| <b>Other Charges</b>              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Fixed Assets</b>               | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Approp. for Cont.</b>          | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total</b> \$                   | 9,115 \$          | 12,588 \$               | 4,000 \$                       | 16,114 \$            | 16,114 \$         | 3,526                             |
| <b>Increase Reserve</b>           | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> \$      | <u>9,115 \$</u>   | <u>12,588 \$</u>        | <u>4,000 \$</u>                | <u>16,114 \$</u>     | <u>16,114 \$</u>  | <u>3,526</u>                      |
| <b>Available Funds</b>            |                   |                         |                                |                      |                   |                                   |
| <b>Fund Balance Avail.</b> \$     | 5,424 \$          | 4,962 \$                | 4,962 \$                       | 8,388 \$             | 8,388 \$          | 3,426                             |
| <b>Cancel Reserve</b>             | 428               | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Assessments</b>                | 7,326             | 7,326                   | 7,326                          | 7,326                | 7,326             | 0                                 |
| <b>Revenues</b>                   | 899               | 300                     | 100                            | 400                  | 400               | 100                               |
| <b>Total</b> \$                   | <u>14,077 \$</u>  | <u>12,588 \$</u>        | <u>12,388 \$</u>               | <u>16,114 \$</u>     | <u>16,114 \$</u>  | <u>3,526</u>                      |

This district provides road maintenance service for Bonita-Encino Road.

The recommended financing includes an estimated fund balance June 30, 2002 of \$8,388, assessments of \$7,326, and other revenues of \$400, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| DPW Services              | \$ 12,463              | \$ 15,989              |
| Accounting and Audit Fees | <u>125</u>             | <u>125</u>             |
| <b>TOTAL</b>              | <u>\$ 12,588</u>       | <u>\$ 16,114</u>       |

| Requirements                 | Actual<br>2000-01          | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03    | Recom.<br>2002-03       | Change from<br>2001-02<br>Approp. |
|------------------------------|----------------------------|-------------------------|--------------------------------|-------------------------|-------------------------|-----------------------------------|
| <b>Appropriations</b>        |                            |                         |                                |                         |                         |                                   |
| Services & Supplies \$       | 27,285 \$                  | 21,210 \$               | 11,225 \$                      | 23,277 \$               | 23,277 \$               | 2,067                             |
| Other Charges                | 0                          | 0                       | 0                              | 0                       | 0                       | 0                                 |
| Fixed Assets                 | 0                          | 0                       | 0                              | 0                       | 0                       | 0                                 |
| Approp. for Cont.            | 0                          | 0                       | 0                              | 0                       | 0                       | 0                                 |
| <b>Total</b>                 | <b>\$ 27,285 \$</b>        | <b>21,210 \$</b>        | <b>11,225 \$</b>               | <b>23,277 \$</b>        | <b>23,277 \$</b>        | <b>2,067</b>                      |
| Increase Reserve             | 0                          | 0                       | 0                              | 0                       | 0                       | 0                                 |
| <b>Total Requirements \$</b> | <b><u>27,285 \$</u></b>    | <b><u>21,710 \$</u></b> | <b><u>11,225 \$</u></b>        | <b><u>23,277 \$</u></b> | <b><u>23,777 \$</u></b> | <b><u>2,067</u></b>               |
| <b>Available Funds</b>       |                            |                         |                                |                         |                         |                                   |
| Fund Balance Avail. \$       | 32,075 \$                  | 13,307 \$               | 13,307 \$                      | 9,685 \$                | 9,685 \$                | (3,622)                           |
| Cancel Reserve               | 357                        | 0                       | 0                              | 0                       | 0                       | 0                                 |
| Assessments                  | 7,104                      | 7,103                   | 7,103                          | 13,192                  | 13,192                  | 6,089                             |
| Revenues                     | 1,056                      | 800                     | 500                            | 400                     | 400                     | (400)                             |
| <b>Total</b>                 | <b>\$ <u>40,592 \$</u></b> | <b><u>21,710 \$</u></b> | <b><u>20,910 \$</u></b>        | <b><u>23,277 \$</u></b> | <b><u>23,277 \$</u></b> | <b><u>2,067</u></b>               |

This district provides road maintenance service in the Sunbeam Woods area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$9,685, assessments of \$13,192, and other revenue of \$400, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u>  | <u>02-03<br/>Recom</u>  |
|---------------------------|-------------------------|-------------------------|
| DPW Services              | \$ 21,085               | \$ 23,152               |
| Accounting and Audit Fees | <u>125</u>              | <u>125</u>              |
| <b>TOTAL</b>              | <b>\$ <u>21,210</u></b> | <b>\$ <u>23,277</u></b> |

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$    | 76,660            | \$ 39,992               | \$ 225                         | \$ 51,707            | \$ 51,707         | \$ 11,715                         |
| Other Charges             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.         | 0                 | 6,875                   | 0                              | 0                    | 0                 | (6,875)                           |
| <b>Total</b>              | <b>\$ 76,660</b>  | <b>\$ 46,867</b>        | <b>\$ 225</b>                  | <b>\$ 51,707</b>     | <b>\$ 51,707</b>  | <b>\$ 4,840</b>                   |
| Increase Reserve          | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> | <b>\$ 76,660</b>  | <b>\$ 46,867</b>        | <b>\$ 225</b>                  | <b>\$ 51,707</b>     | <b>\$ 51,707</b>  | <b>\$ 4,840</b>                   |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$    | 103,860           | \$ 42,402               | \$ 42,402                      | \$ 47,042            | \$ 47,042         | \$ 4,640                          |
| Cancel Reserve            | 372               | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Assessments               | 10,397            | 3,465                   | 3,465                          | 3,465                | 3,465             | 0                                 |
| Revenues                  | 4,433             | 1,000                   | 1,400                          | 1,200                | 1,200             | 200                               |
| <b>Total</b>              | <b>\$ 119,062</b> | <b>\$ 46,867</b>        | <b>\$ 47,267</b>               | <b>\$ 51,707</b>     | <b>\$ 51,707</b>  | <b>\$ 4,840</b>                   |

This district provides road maintenance service for Pinecrest Road.

The recommended financing includes an estimated fund balance June 30, 2002 of \$47,042, assessments of \$3,465, and other revenue of \$1,200, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|---------------------------|------------------------------|------------------------------|
| DPW Services              | \$ 39,867                    | \$ 51,582                    |
| Accounting and Audit Fees | 125                          | 125                          |
| Contingencies             | 6,875                        | 0                            |
| <b>TOTAL</b>              | <b>\$ 46,867</b>             | <b>\$ 51,707</b>             |

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$    | 28,207            | \$ 9,458                | \$ 225                         | \$ 17,445            | \$ 17,445         | \$ 7,987                          |
| Other Charges             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.         | 0                 | 3,062                   | 0                              | 0                    | 0                 | (3,062)                           |
| <b>Total</b>              | <b>\$ 28,207</b>  | <b>\$ 12,520</b>        | <b>\$ 225</b>                  | <b>\$ 17,445</b>     | <b>\$ 17,445</b>  | <b>\$ 4,925</b>                   |
| Increase Reserve          | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> | <b>\$ 28,207</b>  | <b>\$ 12,520</b>        | <b>\$ 225</b>                  | <b>\$ 17,445</b>     | <b>\$ 17,445</b>  | <b>\$ 4,925</b>                   |
| <b>Available Funds</b>    |                   |                         |                                |                      |                   |                                   |
| Fund Balance Avail. \$    | 29,608            | \$ 7,070                | \$ 7,070                       | \$ 12,095            | \$ 12,095         | \$ 5,025                          |
| Cancel Reserve            | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Assessments               | 5,000             | 5,000                   | 5,000                          | 5,000                | 5,000             | 0                                 |
| Revenues                  | 669               | 450                     | 250                            | 350                  | 350               | (100)                             |
| <b>Total</b>              | <b>\$ 35,777</b>  | <b>\$ 12,520</b>        | <b>\$ 12,320</b>               | <b>\$ 17,445</b>     | <b>\$ 17,445</b>  | <b>\$ 4,925</b>                   |

This district provides road maintenance service for Braemoor Drive.

The recommended financing includes an estimated fund balance June 30, 2002 of \$12,095, assessments of \$5,000, and other revenues of \$350, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u>  | <u>02-03<br/>Recom</u>  |
|---------------------------|-------------------------|-------------------------|
| DPW Services              | \$ 9,333                | \$ 17,320               |
| Accounting and Audit Fees | 125                     | 125                     |
| Contingencies             | <u>3,062</u>            | <u>0</u>                |
| <b>TOTAL</b>              | <b>\$ <u>12,520</u></b> | <b>\$ <u>17,445</u></b> |

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recorn.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|--------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                    |                                   |
| Services & Supplies \$    | 3,582             | \$ 40,823               | \$ 225                         | \$ 46,943            | \$ 46,943          | \$ 6,120                          |
| Other Charges             | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Fixed Assets              | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Approp. for Cont.         | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Total</b>              | <b>\$ 3,582</b>   | <b>\$ 40,823</b>        | <b>\$ 225</b>                  | <b>\$ 46,943</b>     | <b>\$ 46,943</b>   | <b>\$ 6,120</b>                   |
| Increase Reserve          | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| <b>Total Requirements</b> | <b>\$ 3,582</b>   | <b>\$ 40,823</b>        | <b>\$ 725</b>                  | <b>\$ 46,943</b>     | <b>\$ 46,943</b>   | <b>\$ 6,120</b>                   |
| <b>Available Funds</b>    |                   |                         |                                |                      |                    |                                   |
| Fund Balance Avail. \$    | 29,988            | \$ 33,878               | \$ 33,878                      | \$ 40,298            | \$ 40,298          | \$ 6,420                          |
| Cancel Reserve            | 0                 | 0                       | 0                              | 0                    | 0                  | 0                                 |
| Assessments               | 5,445             | 5,445                   | 5,445                          | 5,445                | 5,445              | 0                                 |
| Revenues                  | 2,027             | 1,500                   | 1,200                          | 1,200                | 1,200              | (300)                             |
| <b>Total</b>              | <b>\$ 37,460</b>  | <b>\$ 40,023</b>        | <b>\$ 40,523</b>               | <b>\$ 46,943</b>     | <b>\$ 46,943</b>   | <b>\$ 6,120</b>                   |

This district provides road maintenance service in the Vineyard area.

The recommended financing includes an estimated fund balance June 30, 2002 of \$40,298, assessments of \$5,445, and other revenues of \$1,200, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u>  | <u>02-03<br/>Recorn</u> |
|---------------------------|-------------------------|-------------------------|
| DPW Services              | \$ 40,698               | \$ 46,818               |
| Accounting and Audit Fees | <u>125</u>              | <u>125</u>              |
| <b>TOTAL</b>              | <b>\$ <u>40,823</u></b> | <b>\$ <u>46,943</u></b> |

| Requirements                  | Actual<br>2000-01       | Appropriated<br>2001-02  | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03     | Recom.<br>2002-03        | Change from<br>2001-02<br>Approp. |
|-------------------------------|-------------------------|--------------------------|--------------------------------|--------------------------|--------------------------|-----------------------------------|
| <b>Appropriations</b>         |                         |                          |                                |                          |                          |                                   |
| Services & Supplies \$        | 41,473 \$               | 153,920 \$               | 11,500 \$                      | 158,971 \$               | 158,971 \$               | 5,051                             |
| Other Charges                 | 0                       | 26,600                   | 0                              | 26,800                   | 26,800                   | 200                               |
| Fixed Assets                  | 0                       | 0                        | 0                              | 0                        | 0                        | 0                                 |
| Approp. for Cont.             | 0                       | 0                        | 0                              | 0                        | 0                        | 0                                 |
| <b>Total</b>                  | <b>\$ 41,473</b>        | <b>\$ 180,520</b>        | <b>\$ 11,500</b>               | <b>\$ 185,771</b>        | <b>\$ 185,771</b>        | <b>5,251</b>                      |
| Increase Reserve              | 0                       | 0                        | 0                              | 0                        | 0                        | 0                                 |
| <b>Total Requirements \$</b>  | <b><u>41,473</u></b>    | <b><u>180,520</u></b>    | <b><u>11,500</u></b>           | <b><u>185,771</u></b>    | <b><u>185,771</u></b>    | <b><u>5,251</u></b>               |
| <b>Available Funds</b>        |                         |                          |                                |                          |                          |                                   |
| <b>Fund Balance Avail.</b> \$ | 64,984 \$               | 51,035 \$                | 51,035 \$                      | 59,685 \$                | 59,685 \$                | 8,650                             |
| Cancel Reserve                | 811                     | 0                        | 0                              | 0                        | 0                        | 0                                 |
| Assessments                   | 14,350                  | 14,350                   | 14,350                         | 14,350                   | 14,350                   | 0                                 |
| Revenues                      | 12,363                  | 115,135                  | 5,800                          | 111,736                  | 111,736                  | (3,399)                           |
| <b>Total</b>                  | <b>\$ <u>92,508</u></b> | <b>\$ <u>180,520</u></b> | <b>\$ <u>71,185</u></b>        | <b>\$ <u>185,771</u></b> | <b>\$ <u>185,771</u></b> | <b><u>5,251</u></b>               |

This district provides road maintenance service for Hopkins Gulch Drive.

The recommended financing includes an estimated fund balance June 30, 2002 of \$59,685, assessments of \$14,350, storm damage revenue of \$106,736, and other revenues of \$5,000, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u>   | <u>02-03<br/>Recom</u>   |
|---------------------------|--------------------------|--------------------------|
| DPW Services              | \$ 44,460                | \$ 52,110                |
| Accounting and Audit Fees | 125                      | 125                      |
| Repay FEMA/OES            | 109,335                  | 106,736                  |
| Repay Accrued interest    | <u>26,600</u>            | <u>26,800</u>            |
| <b>TOTAL</b>              | <b>\$ <u>180,520</u></b> | <b>\$ <u>185,771</u></b> |

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$    | 7,813             | \$ 11,127               | \$ 500                         | \$ 12,197            | \$ 12,197         | \$ 1,070                          |
| Other Charges             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.         | 0                 | 133                     | 0                              | 0                    | 0                 | (133)                             |
| <b>Total</b>              | <b>\$ 7,813</b>   | <b>\$ 11,260</b>        | <b>\$ 500</b>                  | <b>\$ 12,197</b>     | <b>\$ 12,197</b>  | <b>\$ 937</b>                     |
| Increase Reserve          | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> | <b>\$ 7,813</b>   | <b>\$ 11,260</b>        | <b>\$ 500</b>                  | <b>\$ 12,197</b>     | <b>\$ 12,197</b>  | <b>\$ 937</b>                     |

|                        |                  |                  |                  |                  |                  |               |
|------------------------|------------------|------------------|------------------|------------------|------------------|---------------|
| <b>Available Funds</b> |                  |                  |                  |                  |                  |               |
| Fund Balance Avail. \$ | 15,455           | \$ 9,623         | \$ 9,623         | \$ 10,710        | \$ 10,710        | \$ 1,087      |
| Cancel Reserve         | 78               | 0                | 0                | 0                | 0                | 0             |
| Assessments            | 1,187            | 1,187            | 1,187            | 1,187            | 1,187            | 0             |
| Revenues               | 716              | 450              | 400              | 300              | 300              | (150)         |
| <b>Total</b>           | <b>\$ 17,436</b> | <b>\$ 11,260</b> | <b>\$ 11,710</b> | <b>\$ 12,197</b> | <b>\$ 12,197</b> | <b>\$ 937</b> |

This district provides road maintenance service for Upper Pleasant Valley Road.

The recommended financing includes an estimated fund balance June 30, 2002 of \$10,710, assessments of \$1,187, and other revenues of \$300, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|---------------------------|------------------------------|------------------------------|
| DPW Services              | \$ 11,002                    | \$ 12,072                    |
| Accounting and Audit Fees | 125                          | 125                          |
| Contingencies             | <u>133</u>                   | <u>0</u>                     |
| <b>TOTAL</b>              | <b>\$ <u>11,260</u></b>      | <b>\$ <u>12,197</u></b>      |

**RIVERDALE DRIVE CSA #55**  
**Thomas L. Bolich, Director of Public Works**  
Index Number: 622317

Fund: Special District  
Function: Roads

| Requirements                 | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03    | Change from<br>2001-02<br>Approp. |
|------------------------------|-------------------|-------------------------|--------------------------------|----------------------|----------------------|-----------------------------------|
| <b>Appropriations</b>        |                   |                         |                                |                      |                      |                                   |
| Services & Supplies \$       | 523               | \$ 43,334               | \$ 325                         | \$ 62,645            | \$ 62,645            | \$ 19,311                         |
| Other Charges                | 0                 | 0                       | 0                              | 0                    | 0                    | 0                                 |
| Fixed Assets                 | 0                 | 0                       | 0                              | 0                    | 0                    | 0                                 |
| Approp. for Cont.            | 0                 | 2,634                   | 0                              | 0                    | 0                    | (2,634)                           |
| <b>Total</b>                 | <b>\$ 523</b>     | <b>\$ 45,968</b>        | <b>\$ 325</b>                  | <b>\$ 62,645</b>     | <b>\$ 62,645</b>     | <b>\$ 16,677</b>                  |
| Increase Reserve             | 0                 | 0                       | 0                              | 0                    | 0                    | 0                                 |
| <b>Total Requirements \$</b> | <b><u>523</u></b> | <b><u>45,968</u></b>    | <b><u>335</u></b>              | <b><u>62,645</u></b> | <b><u>62,645</u></b> | <b><u>16,677</u></b>              |

**Available Funds**

|                        |                  |                  |                  |                  |                  |                  |
|------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Fund Balance Avail. \$ | 12,830           | \$ 29,066        | \$ 29,066        | \$ 45,543        | <b>\$ 45,543</b> | 16,477           |
| Cancel Reserve         | 0                | 0                | 0                | 0                | 0                | 0                |
| Assessments            | 15,603           | 15,602           | 15,602           | 15,602           | 15,602           | 0                |
| Revenues               | 1,156            | 1,300            | 1,200            | 1,500            | 1,500            | 200              |
| <b>Total</b>           | <b>\$ 29,589</b> | <b>\$ 45,968</b> | <b>\$ 45,060</b> | <b>\$ 62,645</b> | <b>\$ 62,645</b> | <b>\$ 16,677</b> |

This district provides road maintenance service for Riverdale Drive.

The recommended financing includes an estimated fund balance June 30, 2002 of \$45,543, assessments of \$15,602 and other revenues of \$1,500, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02</u><br><u>Allow</u> | <u>02-03</u><br><u>Recom</u> |
|---------------------------|------------------------------|------------------------------|
| DPW Services              | \$ 43,209                    | \$ 62,520                    |
| Accounting and Audit Fees | 125                          | 125                          |
| Contingencies             | <u>2,634</u>                 | <u>0</u>                     |
| <b>TOTAL</b>              | <b>\$ <u>45,968</u></b>      | <b>\$ <u>62,645</u></b>      |

**FELTON GROVE CSA #56**  
**Thomas L. Bolich, Director of Public Works**  
Index Number: 622166

Fund: Special District  
Function: Roads

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Estimated<br>Actual<br>2001-02 | Requested<br>2002-03 | Recom.<br>2002-03 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|----------------------|-------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                      |                   |                                   |
| Services & Supplies \$    | 2,937             | \$ 50,013               | \$ 1,800                       | \$ 62,288            | \$ 62,288         | \$ 12,275                         |
| Other Charges             | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Fixed Assets              | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| Approp. for Cont.         | 0                 | 548                     | 0                              | 0                    | 0                 | (548)                             |
| <b>Total</b>              | \$ 2,937          | \$ 50,561               | \$ 1,800                       | \$ 62,288            | \$ 62,288         | \$ 11,727                         |
| Increase Reserve          | 0                 | 0                       | 0                              | 0                    | 0                 | 0                                 |
| <b>Total Requirements</b> | <u>\$ 2,937</u>   | <u>\$ 50,561</u>        | <u>\$ 1,800</u>                | <u>\$ 62,288</u>     | <u>\$ 62,288</u>  | <u>\$ 11,727</u>                  |

**Available Funds**

|                               |                  |                  |                  |                  |                  |                  |
|-------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>Fund Balance Avail.</b> \$ | 25,959           | \$ 36,934        | \$ 36,934        | \$ 48,661        | \$ 48,661        | \$ 11,727        |
| Cancel Reserve                | 0                | 0                | 0                | 0                | 0                | 0                |
| Assessments                   | 12,129           | 12,127           | 12,127           | 12,127           | 12,127           | 0                |
| Revenues                      | 1,783            | 1,500            | 1,400            | 1,500            | 1,500            | 0                |
| <b>Total</b>                  | <u>\$ 39,871</u> | <u>\$ 50,561</u> | <u>\$ 50,461</u> | <u>\$ 62,288</u> | <u>\$ 62,288</u> | <u>\$ 11,727</u> |

This district provides road maintenance service for Felton Grove.

The recommended financing includes an estimated fund balance June 30, 2002 of \$48,661, assessments of \$12,127 and other revenues of \$1,500, leaving an estimated \$0 in unappropriated fund balance.

| <u>Service</u>            | <u>01-02<br/>Allow</u> | <u>02-03<br/>Recom</u> |
|---------------------------|------------------------|------------------------|
| DPW Services              | \$ 49,888              | \$ 62,163              |
| Accounting and Audit Fees | 125                    | 125                    |
| Contingencies             | <u>548</u>             | <u>0</u>               |
| <b>TOTAL</b>              | <u>\$ 50,561</u>       | <u>\$ 62,288</u>       |

**REDEVELOPMENT DEPARTMENT****Tom Burns, Administrator****Index Numbers: 136195,136196,136150,135436,  
136160,136155,136105****Fund: Special****Function: Land Use****Activity: Housing, Soquel****Business Development, & CSA 9E**

The Redevelopment Department provides coordination and administrative services for the activities of the Redevelopment Agency. Those activities and associated budgets are included in a separate budget document for the Redevelopment Agency. The Department also provides for administration of two budgets associated with the Soquel Business and Parking Improvement Area, four budget units associated with the County's Affordable Housing Program, and the budget for street tree maintenance within Live Oak and Soquel (CSA 9E) all of which are under the jurisdiction of the Board of Supervisors.

**Soquel Business and Parking Improvement Area**

There are two benefit zones within the improvement area: business improvement and parking maintenance and operation. Since the establishment of the improvement area, the funds to support the budgets for these activities have been derived from charges to business and property owners in Soquel Village. In 1997, as the result of an election under Proposition 218, fees related to business improvement activities were discontinued. The parking maintenance and operation charge has continued and is established annually based upon recommendations from the Soquel Village Parking and Business Improvement Area Advisory Board. These charges are generally collected through the secured and unsecured tax roll. The charges for 2002-2003 were approved by the Board of Supervisors in April of this year.

**Index Code 136195 - Soquel Village Business Improvement**

| <b>Requirements</b>       | <b>Actual<br/>2000-01</b> | <b>Appropriated<br/>2001-02</b> | <b>Actual<br/>Estimated<br/>2001-02</b> | <b>Requested<br/>2002-2003</b> | <b>Recom.<br/>2002-2003</b> | <b>Change<br/>from 2001-<br/>02 Approp.</b> |
|---------------------------|---------------------------|---------------------------------|---|--------------------------------|-----------------------------|---|
| <b>Appropriations</b>     |                           |                                 |   |                                |                             |   |
| Serv & Supplies           | \$ 1,500                  | \$ 1,850                        | \$ 1,500                                | \$ 1,850                       | \$ 1,850                    | \$ 0  |
| Approp. for Cont.         | 0                         | 278                             | 0                                       | 278                            | 278                         | 0   |
| <b>Total</b>              | <b>\$ 1,500</b>           | <b>\$ 2,128</b>                 | <b>\$ 1,500</b>                         | <b>\$ 2,128</b>                | <b>\$ 2,128</b>             | <b>\$ 0</b>                                 |
| Increase Reserve          |                           | 0                               | 0                                       | 0                              | 0                           | 0   |
| <b>Total Requirements</b> | <b>\$ 1,500</b>           | <b>\$ 2,128</b>                 | <b>\$ 1,500</b>                         | <b>\$ 2,128</b>                | <b>\$ 2,128</b>             | <b>\$ 0</b>                                 |

**Available Funds**

|                     |                 |                 |                 |                 |                 |             |
|---------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-------------|
| Fund Balance Avail. | \$ 824          | \$ 754          | \$ 754          | \$ 698          | \$ 698          | \$ (56)     |
| Cancel Reserve      | 1,004           | 1,224           | 1,224           | 1,280           | 1,280           | 56          |
| Assessment          | 0               | 0               | 0               | 0               | 0               | 0           |
| Interest            | 426             | 150             | 220             | 150             | 150             | 0           |
| <b>Total</b>        | <b>\$ 2,254</b> | <b>\$ 2,128</b> | <b>\$ 2,198</b> | <b>\$ 2,128</b> | <b>\$ 2,128</b> | <b>\$ 0</b> |

The revenues in this budget are the residual fund balance from the discontinued business improvement assessment. The remaining funds in this budget will be used for continuing the seasonal banner displays, an activity that is consistent with the purposes of the benefit zone and is recommended by the Soquel Village Parking and Business Improvement Area Advisory Board.

**Index Code 136196 - Soquel Village Parking Improvement**

| <b>Requirements</b>       | <b>Actual<br/>2000-01</b> | <b>Appropriated<br/>2001-02</b> | <b>Actual<br/>Estimated<br/>2001-02</b> | <b>Requested<br/>2002-2003</b> | <b>Recom.<br/>2002-2003</b> | <b>Change<br/>from 2001-<br/>02 Approp.</b> |
|---------------------------|---------------------------|---------------------------------|---|--------------------------------|-----------------------------|---|
| <b>Appropriations</b>     |                           |                                 |   |                                |                             |   |
| Serv & Supplies           | \$ 24,934                 | \$ 34,280                       | \$ 18,500                               | \$ 26,000                      | \$ 26,000                   | \$ (8,280)                                  |
| Approp. for Cont.         | 0                         | 4,815                           | 0                                       | 3,900                          | 3,900                       | (915)                                       |
| Total                     | \$ 24,934                 | \$ 39,095                       | \$ 18,500                               | \$ 29,900                      | \$ 29,900                   | \$ (9,195)                                  |
| Increase Reserve          | 0                         | 0                               | 0                                       | 13,195                         | 13,195                      | 13,195                                      |
| <b>Total Requirements</b> | <b>\$ 24,934</b>          | <b>\$ 39,095</b>                | <b>\$ 18,500</b>                        | <b>\$ 43,095</b>               | <b>\$ 43,095</b>            | <b>\$ 4,000</b>                             |
| <b>Available Funds</b>    |                           |                                 |   |                                |                             |   |
| Fund Balance Avail.       | \$ 12,287                 | \$ 14,766                       | \$ 14,766                               | \$ 20,595                      | \$ 20,595                   | \$ 5,829                                    |
| Cancel Reserve            | 5,146                     | 4,329                           | 4,329                                   | 0                              | 0                           | (4,329)                                     |
| Assessment                | 17,766                    | 18,157                          | 17,700                                  | 20,630                         | 20,630                      | 2,473                                       |
| Interest                  | 4,501                     | 1,843                           | 2,300                                   | 1,870                          | 1,870                       | 27  |
| Other Revenue             | 0                         | 0                               | 0                                       | 0                              | 0                           | 0   |
| <b>Total</b>              | <b>\$ 39,700</b>          | <b>\$ 39,095</b>                | <b>\$ 39,095</b>                        | <b>\$ 43,095</b>               | <b>\$ 43,095</b>            | <b>\$ 4,000</b>                             |

This budget provides for parking lot operation, enforcement, and maintenance. The revenues are derived from parking charges to businesses in the core Village area. Recommended expenditures allow for the operation and maintenance of four public parking lots and 15 on-street parking spaces for a total of 166 public parking spaces. A contingency and reserve fund are maintained to provide for future resurfacing and restriping of parking lots.

## **County Housing Programs**

The Redevelopment Department administers four County housing funds: two which receive revenues from past housing rehabilitation programs, the fund for the Paloma del Mar Rent Subsidy Program, and the fund receiving the County's In-Lieu Housing fees.

### **Index Code 136150 - Housing Rehabilitation Program - 1993 CDBG Grant**

| <b>Requirements</b>        | <b>Actual<br/>2000-01</b> | <b>Appropriated<br/>2001-02</b> | <b>Actual<br/>Estimated<br/>2001-02</b> | <b>Requested<br/>2002-2003</b> | <b>Recom.<br/>2002-2003</b> | <b>Change<br/>from 2001-<br/>02 Approp.</b> |
|----------------------------|---------------------------|---------------------------------|---|--------------------------------|-----------------------------|---|
| <b>Appropriations</b>      |                           |                                 |   |                                |                             |   |
| <b>Other Charges</b>       | \$ 0                      | \$ 0                            | \$ 0                                    | \$ 0                           | \$ 0                        | \$ 0  |
| <b>Op. Transfers Out</b>   | 50,219                    | 41,500                          | 41,500                                  | 2,640                          | 2,640                       | (38,860)                                    |
| <b>Total</b>               | \$ 50,219                 | \$ 41,500                       | \$ 41,500                               | \$ 2,640                       | \$ 2,640                    | \$ (38,860)                                 |
| <b>Increase Reserve</b>    | 0                         | 0                               | 0                                       | 0                              | 0                           | 0   |
| <b>Total Requirements</b>  | <u>\$ 50,219</u>          | <u>\$ 41,500</u>                | <u>\$ 41,500</u>                        | <u>\$ 2,640</u>                | <u>\$ 2,640</u>             | <u>\$ (38,860)</u>                          |
| <b>Available Funds</b>     |                           |                                 |   |                                |                             |   |
| <b>Fund Balance Avail.</b> | \$ 21,427                 | \$ 33,345                       | \$ 33,345                               | \$ (1,758)                     | \$ (1,758)                  | \$ (35,103)                                 |
| <b>Cancel Reserve</b>      | 26,292                    | 4,555                           | 4,555                                   | 3,598                          | 3,598                       | (957)                                       |
| <b>Interest</b>            | 9,371                     | 3,100                           | 1,556                                   | 300                            | 300                         | (2,800)                                     |
| <b>Other Revenue</b>       | 26,474                    | 500                             | 286                                     | 500                            | 500                         | 0   |
| <b>Total</b>               | <u>\$ 83,564</u>          | <u>\$ 41,500</u>                | <u>\$ 39,742</u>                        | <u>\$ 2,640</u>                | <u>\$ 2,640</u>             | <u>\$ (38,860)</u>                          |

This budget receives and appropriates funds from the 1993 Housing Rehabilitation Program, which was completed in fiscal year 1994-95. As funds from loan repayments become available, they are budgeted for transfer to Index 135436, where they are in turn used for additional affordable housing activities. In the case where substantial loan repayments are received, under the re-use plan approved by the State, that amount is budgeted for Rehabilitation Loans in index 135436.

Index Code 135436 - Housing Rehabilitation Program - General

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-2003 | Recom.<br>2002-2003 | Change from<br>2001-02<br>Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|------------------------|---------------------|-----------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                        |                     |                                   |
| Serv & Supplies           | \$ 120,511        | \$ 344,750              | \$ 117,292                     | \$ 204,750             | \$ 204,750          | \$ (140,000)                      |
| Other Charges             | 50,021            | 29,300                  | (863)                          | 30,163                 | 30,163              | 863                               |
| Approp. for Cont.         | 0                 | 0                       | 0                              | 0                      | 0                   | 0                                 |
| <b>Total</b>              | <b>\$ 170,532</b> | <b>\$ 374,050</b>       | <b>\$ 116,429</b>              | <b>\$ 234,913</b>      | <b>\$ 234,913</b>   | <b>\$ (139,137)</b>               |
| Increase Reserve          | 378,193           | 0                       | 0                              | 91,262                 | 91,262              | 91,262                            |
| <b>Total Requirements</b> | <b>\$ 548,725</b> | <b>\$ 374,050</b>       | <b>\$ 116,429</b>              | <b>\$ 326,175</b>      | <b>\$ 326,175</b>   | <b>\$ (47,875)</b>                |
| <b>Available Funds</b>    |                   |                         |                                |                        |                     |                                   |
| Fund Balance Avail.       | \$ 151,151        | \$ (283,485)            | \$ (283,485)                   | \$ 286,535             | \$ 286,535          | \$ 570,020                        |
| Cancel Reserve            | 0                 | 579,035                 | 579,035                        | 0                      | 0                   | (579,035)                         |
| Interest                  | 32,454            | 14,000                  | 33,210                         | 14,000                 | 14,000              | 0                                 |
| Other Revenue             | 31,416            | 23,000                  | 32,704                         | 23,000                 | 23,000              | 0                                 |
| Op Transfers In           | 50,219            | 41,500                  | 41,500                         | 2,640                  | 2,640               | (38,860)                          |
| <b>Total</b>              | <b>\$ 265,240</b> | <b>\$ 374,050</b>       | <b>\$ 402,964</b>              | <b>\$ 326,175</b>      | <b>\$ 326,175</b>   | <b>\$ (47,875)</b>                |

This budget provides appropriations for housing-related program activities and is funded by repayments of prior year affordable housing loans made through a variety of grant funded programs. The proposed budget includes **\$16,500** to support administrative costs within the Planning Department for the Measure J Affordable Housing Program; \$40,000 for the time limited rental assistance program provided by Families In Transition; **\$30,163** for Rehabilitation Loans to meet the re-use regulations of the **1993** CDBG Program; \$48,000 as matching funds for the Winter Shelter Program; and, funds are provided for participation in various housing programs/studies. A report will be provided as part of the Supplemental Budget regarding requests from CAB and FIT for additional funding related to the Emergency Housing Assistance Program for FY 2002-03.

Index Code 136160 - Paloma del Mar Rent Subsidy Program

| Requirements               | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-2003 | Recom.<br>2002-2003 | Change<br>from 2001-<br>02 Approp. |
|----------------------------|-------------------|-------------------------|--------------------------------|------------------------|---------------------|------------------------------------|
| <b>Appropriations</b>      |                   |                         |                                |                        |                     |                                    |
| <b>Serv &amp; Supplies</b> | \$ 59,000         | \$ 55,400               | \$ 51,200                      | \$ 55,400              | \$ 55,400           | \$ 0                               |
| <b>Total</b>               | \$ 59,000         | \$ 55,400               | \$ 51,200                      | \$ 55,400              | \$ 55,400           | \$ 0                               |
| <b>Increase Reserve</b>    | 2,764             | 0                       | 0                              | 0                      | 0                   | 0                                  |
| <b>Total Requirements</b>  | \$ 61,764         | \$ 55,400               | \$ 51,200                      | \$ 55,400              | \$ 55,400           | \$ 0                               |
| <b>Available Funds</b>     |                   |                         |                                |                        |                     |                                    |
| <b>Fund Balance Avail.</b> | \$ 19,864         | \$ 9,637                | \$ 9,637                       | \$ (15,409)            | \$ (15,409)         | \$ (25,046)                        |
| <b>Cancel Reserve</b>      | 0                 | 763                     | 763                            | 35,809                 | 35,809              | 35,046                             |
| <b>Interest</b>            | 51,537            | 45,000                  | 25,391                         | 35,000                 | 35,000              | (10,000)                           |
| <b>Other Revenue</b>       | 0                 | 0                       | 0                              | 0                      | 0                   | 0                                  |
| <b>Total</b>               | \$ 71,401         | \$ 55,400               | \$ 35,791                      | \$ 55,400              | \$ 55,400           | \$ 0                               |

This budget provides funding for the Paloma del Mar Rent Subsidy Program. Funded through prior years' sales of affordable housing credits, this program allows a rent subsidy of \$100 per month for up to 42 low income senior households residing in the Paloma del Mar project and related administrative charges. This program is scheduled to expire in the year 2012.

# Index Code 136155 - In-Lieu Housinn Fees

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-2003 | Recom.<br>2002-2003 | Change<br>from 2001-<br>02 Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|------------------------|---------------------|------------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                        |                     |                                    |
| Serv & Supplies           | \$ 0              | \$ 1,200,000            | \$ 75,000                      | \$ 1,300,000           | \$1,300,000         | \$ 100,000                         |
| Approp. for Cont.         | 0                 | 0                       | 0                              | 0                      | 0                   | 0                                  |
| Total                     | \$ 0              | \$ 1,200,000            | \$ 75,000                      | \$ 1,300,000           | \$1,300,000         | \$ 100,000                         |
| Increase Reserve          | 3,419             | 95,374                  | 95,374                         | 0                      | 0                   | (95,374)                           |
| <b>Total Requirements</b> | <b>\$ 3,419</b>   | <b>\$ 1,295,374</b>     | <b>\$ 170,374</b>              | <b>\$ 1,300,000</b>    | <b>\$1,300,000</b>  | <b>\$ 4,626</b>                    |

## **Available Funds**

|                     |                    |                     |                    |                     |                    |                 |
|---------------------|--------------------|---------------------|--------------------|---------------------|--------------------|-----------------|
| Fund Balance Avail. | \$ 953,419         | \$ 1,245,374        | \$ 1,245,374       | \$ 1,185,971        | \$1,185,971        | \$ (59,403)     |
| Cancel Reserve      | 0                  | 0                   | 0                  | 64,029              | 64,029             | 64,029          |
| Interest            | 71,274             | 50,000              | 52,471             | 50,000              | 50,000             | 0               |
| In-Lieu Dev Fees    | 223,800            | 0                   | 58,500             | 0                   | 0                  | 0               |
| Other Revenue       | 300                | 0                   | 0                  | 0                   | 0                  | 0               |
| <b>Total</b>        | <b>\$1,248,793</b> | <b>\$ 1,295,374</b> | <b>\$1,356,345</b> | <b>\$ 1,300,000</b> | <b>\$1,300,000</b> | <b>\$ 4,626</b> |

This budget was created in 1997 at the direction of the Board to provide a means to appropriate funds received from developer housing fees as provided under County Code Chapter 17.10. The recommended budget allocates funds for housing projects in 2002-03 which are managed by the Redevelopment Agency in conjunction with the Agency's Low and Moderate Income Housing Fund.

**County Service Area 9E (CSA 9E)**

CSA 9E was established at the direction of the Board to provide for the maintenance of street trees and streetscape improvements within the Redevelopment Project Area. The Redevelopment Agency administers the maintenance contracts and provides oversight of the program. Increased expenses are anticipated as additional planted streets are added to the maintenance program.

**Index Code 136105 - CSA 9E**

| Requirements              | Actual<br>2000-01 | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-2003 | Recom.<br>2002-2003 | Change<br>from 2001-<br>02 Approp. |
|---------------------------|-------------------|-------------------------|--------------------------------|------------------------|---------------------|------------------------------------|
| <b>Appropriations</b>     |                   |                         |                                |                        |                     |                                    |
| Services & Supplies       | 43,382            | 55,500                  | 30,371                         | 55,500                 | 55,500              | 0                                  |
| Other Charges             | 0                 | 0                       | 0                              | 0                      | 0                   | 0                                  |
| Approp. for Cont.         | 0                 | 0                       | 0                              | 0                      | 0                   | 0                                  |
| <b>Total</b>              | <b>\$ 43,382</b>  | <b>\$ 55,500</b>        | <b>\$ 30,371</b>               | <b>\$ 55,500</b>       | <b>\$ 55,500</b>    | <b>\$ 0</b>                        |
| <b>Increase Reserve</b>   | <b>0</b>          | <b>0</b>                | <b>0</b>                       | <b>11.323</b>          | <b>11.323</b>       | <b>11.323</b>                      |
| <b>Total Requirements</b> | <b>\$ 43,382</b>  | <b>\$ 55,500</b>        | <b>\$ 30,371</b>               | <b>\$ 66,823</b>       | <b>\$ 66,823</b>    | <b>\$ 11,323</b>                   |

**Available Funds**

|                            |                  |                  |                  |                  |                  |                  |
|----------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>Fund Balance Avail.</b> | <b>\$ 9,714</b>  | <b>\$ 12,105</b> | <b>\$ 12,105</b> | <b>\$ 25,423</b> | <b>\$ 25,423</b> | <b>\$ 13,318</b> |
| <b>Cancel Reserve</b>      | <b>3,786</b>     | <b>2,395</b>     | <b>2,395</b>     | <b>0</b>         | <b>0</b>         | <b>(2,395)</b>   |
| <b>Interest</b>            | <b>1,712</b>     | <b>1,000</b>     | <b>1,057</b>     | <b>1,000</b>     | <b>1,000</b>     | <b>0</b>         |
| <b>Other Revenue</b>       | <b>40,275</b>    | <b>40,000</b>    | <b>40,237</b>    | <b>40,400</b>    | <b>40,400</b>    | <b>400</b>       |
| <b>Total</b>               | <b>\$ 55,487</b> | <b>\$ 55,500</b> | <b>\$ 55,794</b> | <b>\$ 66,823</b> | <b>\$ 66,823</b> | <b>\$ 11,323</b> |



**SHERIFF-CORONER**  
**Mark Tracy, Sheriff-Coroner**  
Unit Number: 66/00/00

Fund: General  
Function: Public Protection  
Activity: Public Protection

| Financing Use<br>Classification | Actual<br>2000-01          | Appropriated<br>2001-02     | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03        | Recommend<br>2002-03        | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|----------------------------|-----------------------------|--------------------------------|-----------------------------|-----------------------------|------------------------------------|
| Salaries & Benefits             | \$ 12,772,594              | \$ 14,198,664               | \$ 14,413,498                  | \$ 14,929,590               | \$ 14,929,590               | 730,926                            |
| Services & Supplies             | 2,917,570                  | 3,599,819                   | 3,756,080                      | 3,455,976                   | 3,455,976                   | (143,843)                          |
| Other Charges                   | 104,890                    | 0                           | 80,000                         | 0                           | 0                           | 0                                  |
| Fixed Assets                    | 565,402                    | 1,487,856                   | 2,170,820                      | 77,004                      | 77,004                      | (1,410,852)                        |
| Intra-Fund Charges              | (4,124)                    | (2,850)                     | (2,850)                        | (2,850)                     | (2,850)                     | 0                                  |
| <b>TOTAL EXPEND</b>             | <b>\$ 16,356,332</b>       | <b>\$ 19,283,489</b>        | <b>\$ 20,417,548</b>           | <b>\$ 18,459,720</b>        | <b>\$ 18,459,720</b>        | <b>(823,769)</b>                   |
| Less: Revenue                   | <u>\$ 9,409,637</u>        | <u>8,868,608</u>            | <u>\$ 9,136,125</u>            | <u>\$ 8,413,137</u>         | <u>\$ 8,413,137</u>         | <u>(455,471)</u>                   |
| <b>NET COUNTY COST</b>          | <b><u>\$ 6,946,695</u></b> | <b><u>\$ 10,414,881</u></b> | <b><u>\$ 11,281,423</u></b>    | <b><u>\$ 10,046,583</u></b> | <b><u>\$ 10,046,583</u></b> | <b><u>(368,298)</u></b>            |
| <b>Positions</b>                |                            | 180.50                      | 180.50                         | 177.50                      | 177.50                      | (3.00)                             |

The Sheriff-Coroner is an elected official who serves as the chief law enforcement officer of the County. The Office is responsible for enforcing State law and County ordinances and enforcing the peace in the unincorporated area. The Sheriff-Coroner provides patrol services and conducts crime scene investigations in the unincorporated area, operates the County's adult detention system, provides security and serves civil processes for the Courts, manages the County's burial of indigents program, and as Coroner, investigates the cause of sudden and unexpected deaths where there is no attending physician.

The Sheriffs Office is organized into three bureaus: Administration, Operations and Detention. Each is headed by a Chief Deputy. This budget summary includes the Administration and Operations Bureaus of the Sheriff-Coroner's Office. The budget and staffing for the Detention Bureau follows this section.

The primary mission of the Operations Bureau is to provide law enforcement services twenty-four hours a day, seven days a week to unincorporated areas of Santa Cruz County. These services include responding to calls for service, conducting preventative patrols, investigating crime and narcotics suppression. The Bureau's secondary missions include providing tactical and investigative support to other law enforcement agencies, providing special teams in response to major incidents and conducting search and rescue activities on an on-call basis.

The Sheriff's Office embraces Community Policing as an integral part of its overall law enforcement efforts. Through this program, Sheriffs staff enter into partnerships with residents, organizations, businesses and government agencies to identify and prioritize law enforcement issues and to improve the quality of life in local neighborhoods. Four Sheriff sub-stations located in north, mid and south county provide law enforcement staff within proximity to the communities they serve, enhancing the communication necessary to identify problems and devise realistic solutions.

As a result of the fiscal constraints resulting from the passage of Measure L and the loss of Utility Tax revenues to the County, reductions are recommended in both the Sheriff's Department and the

Detention Bureau. These reductions have been developed with the cooperation of the Sheriff-Coroner and minimize impact to the core operations of the Department. In this regard, the budget recommends limited General Fund reductions in front line law enforcement, the addition of deputy positions through the State Rural Crime Prevention allocation, and continued support for the Sheriff's community policing policies through maintenance of the four Sheriff's community service centers located throughout the unincorporated area.

## 2002-03 RECOMMENDED BUDGET

The recommended budget for Sheriff Operation and Administration reflects a decrease in expenditures of \$823,769 and a decrease in revenues of \$455,471, resulting in a \$368,298 reduction in the Net County Cost. A significant component of the Net County Cost reduction in the Sheriff's Operations budget is a result of the elimination of approximately \$1,200,000 in appropriations associated with the implementation of the Mobile Data Computer (MDC) system and other fixed assets. Other major expenditures and reductions include:

### Expenditures

- An increase of \$730,926 in Salaries and Benefits to provide for negotiated salary and benefit adjustments, including retirement charges and overtime, which are partially offset by decreases in Worker's Compensation and the following changes:
  - ▶ the deletion of 1.0 DARE Deputy in Community Services. The Department will continue to provide drug education through an existing DARE Deputy funded with Asset Forfeiture funds;
  - ▶ the deletion of 5.0 Deputy Sheriff positions in Patrol and 1.0 Juvenile Detective in Investigations due to fiscal constraints;
  - ▶ the addition of 5.0 Patrol Deputy Sheriff positions in Patrol and 1.0 Juvenile Detective in Investigations to be added for the Rural Crime Prevention program due to the availability of new State funds authorized last year;
  - ▶ the deletion of 1.0 Santa Cruz County Narcotics Enforcement Team (SCCNET) Deputy in Investigations; and,
  - ▶ the deletion of 1.0 Records Clerk in Administration.

The budget also provides for a \$337,852 increase in overtime appropriations based upon a management plan proposed by the Sheriff which provides sufficient overtime resources for covering vacancies and for major events, training, court, and other requirements. The budget also reduces the Regular Pay account in an equal amount as a salary savings factor in anticipation of these vacancies. The Sheriff has indicated that the overtime budget will be carefully managed throughout the year to comply with the budget and overtime management plan.

- A decrease of \$143,843 in Services and Supplies is primarily a result of one time reductions for the MDC system partially offset by increased utility costs and training related expenses. Increases are also the result of lease costs for the Sheriff's new evidence and vehicle storage facilities at the Live Oak Research Park. These increased costs are almost fully financed by \$37,000 in Rapid Enforcement Allied Computer Team (R.E.A.C.T) funds and \$21,000 in Rural County Crime Prevention funds.

- A decrease of **\$1,410,852** in Fixed Assets which reflects a significant reduction in one-time expenditures, primarily for the MDC project. The recommended budget provides for **\$77,004** in fixed assets to be financed with **2002-03** BJA grant funds.
- Significant steps were taken in **2001-02** to implement important technology systems within the Sheriff's Office. Funds totaling **\$1,821,278** were appropriated in the current year including mid-year additions for the MDC project and a significant portion of these funds will be re-budgeted in **2002-03** to complete the implementation. In addition, the Sheriff's Department is exploring several funding sources for a new County message switch to augment funding in the amount of **\$183,366** which is available in the Technology Fund for this project.

The table below provides the fixed asset detail recommended in **2002-03** for budget index **6611 0100**:

| Budget Index/<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description       | Recommended<br>Amount |
|---------------------------------|----------|----------------------------|-------------------|-----------------------|
| 661300/8404                     | 31       | R                          | Patrol Car Radios | 77,004                |
| Total                           |          |                            |                   | \$ 77,004             |

### Revenues

The Recommended Budget reflects a net decrease of **\$455,471** in revenues due to the following:

- an increase of **\$374,927** from the Rural County Crime Prevention Trust Fund for 5.0 new Deputy Sheriff positions and 1.0 Juvenile Detective position and for partial financing of the Sheriff's vehicle and evidence storage facility. These State funds were made available in **2001-02** to support law enforcement services in mid-size and small counties.
- an increase of **\$39,892** in State Rapid Enforcement Allied Computer Team (R.E.A.C.T.) funds which provides partial funding for the Sheriff's vehicle and evidence storage facility.
- a reduction of **\$492,655** in COPS More revenue due to the elimination of one time funds for expenditures associated with the Sheriff's Mobile Data Computer project.
- a reduction of **\$166,046** in contributions from other agencies reflects a reduction in funding for the one-time purchase of a case management system for the Civil Division and an adjustment made in the billing procedures for enforcement services provided to Cabrillo College.
- a reduction of **\$63,700** reflecting the conclusion of the COPS II/III program which provided partial funding for eight deputy sheriff positions; a reduction of **\$90,258** in Drug Forfeiture proceeds and a reduction of **\$55,129** in State Supplemental Law Enforcement Service (SLESF) funds due to prior year funds that were spent during **2001-02** and are no longer budgeted in **2002-03**.
- The proposed budget reflects receipt of **\$125,000** in new BJA revenues in **2002-03**. **\$77,004** of these funds will be used to purchase radios for all front line Patrol vehicles as described in the Fixed Asset section of this document. The remainder is budgeted in services and supplies for the installation of the radios and the purchase of walkie-talkies for Patrol deputies.

## WORKLOAD

A summary of reportable crimes in eight standard reporting categories are shown below.

| <u>EIGHT MAJOR CRIME CLASSIFICATIONS</u> |                        | <u>1996</u> | <u>1997</u> | <u>1998</u> | <u>1999</u> | <u>2000</u> | <u>2001</u> |
|--|------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| VIOLENT<br>CRIME                         | Homicide.....          | 1           | 3           | 4           | 1           | 4           | 10          |
|  | Rape.....              | 43          | 34          | 28          | 37          | 27          | 41          |
|  | Robbery.....           | 68          | 56          | 44          | 44          | 25          | 31          |
|  | Aggravated Assault.    | 1372        | 977         | 937         | 1005        | 993         | 966         |
|  | Sub-Total              | 1484        | 1070        | 1013        | 1063        | 1049        | 1048        |
| PROPERTY<br>CRIME                        | Burglary.....          | 964         | 907         | 851         | 750         | 599         | 571         |
|  | Larceny.....           | 2730        | 2432        | 1922        | 1528        | 1560        | 1705        |
|  | Auto Theft.... Sheriff | 15          | 10          | 11          | 15          | 12          | 12          |
|  | C.H.P.                 | 350         | 325         | 241         | 248         | 244         | 327         |
|  | Arson.....             | 29          | 29          | 23          | 33          | 28          | 30          |
|  | Sub-Total              | 4088        | 3703        | 3048        | 2574        | 2443        | 2645        |
| Total Reportable Crimes                  |                        | 5772        | 4773        | 4061        | 3637        | 3492        | 3693        |
| Domestic Violence                        |                        | 217         | 247         | 206         | 603*        | 923         | 948         |

\* In 1999, the Sheriff's Office changed the method of categorizing domestic violence cases to comply with California Penal Code definitions. Cases that would have been classified as assault before 1999 are now being appropriately classified as domestic violence cases.

## ADMINISTRATION (661100)

The Administration Bureau manages the administrative, business and support functions for the following units of the department: Professional Standards, Press Relations, Payroll and Fiscal Management, Technology, Training, Recruitment and Hiring, Departmental Analysis, Records and Warrants and Civil.

The Professional Standards Unit manages complaints that are made against the Sheriff's Office, including civil claims. Approximately three to five complaints are received each month with an average of ten formalized internal affairs investigations undertaken per year.

The Press Relations Unit, via the Public Information Officer, responds to media requests and citizen's inquiries regarding all functions of the Department and speaks on behalf of the Sheriff's Office at major crime scenes and organized media events.

The Payroll and Fiscal Management Unit provides centralized planning, coordination, monitoring, research and evaluation for a broad range of budgeting, purchasing, grant and contract management and payroll services to the Department.

The Technology Unit provides support and training to computer users in the Department on a daily basis. Additionally, staff in this unit manage a variety of automation and technology projects, such as the department's Mobile Data Computer Project.

The Training Unit plans, schedules and implements the Patrol Division's training program of twenty-four in-service days each year. Additionally, the unit manages advanced officer training and other professional training opportunities for the Department.

The Recruitment and Hiring Unit is responsible for the recruitment and hiring of quality individuals to serve as members of the Sheriff's Office. The recruitment process includes strategies such as

advertising, career fairs and applications. The hiring process includes testing, interviews, background investigations, polygraphs, psychological and medical exams.

The Departmental Analysis Unit provides research and administrative support for the Sheriffs Office. Crime analysis, monitoring state and national legislative activities, attending to issues relating to local government and implementing special projects are all matters handled by this unit.

The Records and Warrants Unit processes warrants and cases and manages the arrest records for five law enforcement agencies. Approximately 1,000 warrants are received each month. This unit also provides information to the dispatching communication center, State Parks and the police agencies in Santa Cruz County.

The Civil Division is responsible for the service of court orders and enforcement of court judgements in Santa Cruz County, including the collection of monies by wage and bank garnishments, vehicle and business seizures and real property levies. This Division also enforces court-ordered evictions and the services of Civil Bench Warrants.

### STAFFING - ADMINISTRATION

The following table summarizes current staffing levels and includes the reduction of 1.0 Records Clerk.

| <b>POSITION</b>                 | <b>Salary Range</b> | <b>2001-02 Allowed</b> | <b>Midyear Change</b> | <b>2001-02 Total</b> | <b>2002-03 Request</b> | <b>2002-03 Recomm.</b> | <b>Recomm Change</b> |
|---------------------------------|---------------------|------------------------|-----------------------|----------------------|------------------------|------------------------|----------------------|
| Account Clerk I/II              | BB                  | 1.00                   |                       | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Admin. Aide                     | MM                  | 1.00                   |                       | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Admin. Services Manager         | B1                  | 1.00                   |                       | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Deptl. Info. Systems Analyst    | XM                  | 2.00                   |                       | 2.00                 | 2.00                   | 2.00                   | 0.00                 |
| Clerical Supervisor I           | FF                  | 2.00                   |                       | 2.00                 | 2.00                   | 2.00                   | 0.00                 |
| Deptl. Admin Analyst            | PM/M8               | 2.00                   |                       | 2.00                 | 2.00                   | 2.00                   | 0.00                 |
| Deputy Sheriff                  | L2                  | 2.00                   |                       | 2.00                 | 2.00                   | 2.00                   | 0.00                 |
| Personnel Payroll Clerk         | FN                  | 1.00                   |                       | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Receptionist                    | KJ                  | 1.00                   |                       | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Sr. Account Clerk               | FH                  | 1.00                   |                       | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Sheriffs Community Svcs Officer | E6                  | 1.00                   |                       | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Sheriffs Sergeant               | L3                  | 2.00                   |                       | 2.00                 | 2.00                   | 2.00                   | 0.00                 |
| Sheriffs Records Clerk          | P1                  | 14.00                  |                       | 14.00                | 13.00                  | 13.00                  | (1.00)               |
| Sheriffs Chief Deputy           | 7G                  | 1.00                   |                       | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Typist Clerk II                 | J8                  | 1.00                   |                       | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| Typist Clerk III                | J9                  | 1.00                   |                       | 1.00                 | 1.00                   | 1.00                   | 0.00                 |
| <b>TOTAL</b>                    |                     | <b>34.00</b>           | <b>0.00</b>           | <b>34.00</b>         | <b>33.00</b>           | <b>33.00</b>           | <b>(1.00)</b>        |

### SHERIFF'S STAFF (661200)

The Sheriff-Coroner, an official of the County of Santa Cruz, manages the Sheriff's Office from this unit. The Sheriffs Secretary provides clerical and administrative support and assists with special projects. This index also serves as a receiving point for most of the department's revenues.

## STAFFING - SHERIFF'S STAFF

| POSITION        | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm Change |
|-----------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|---------------|
| Secretary       | BM           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| Sheriff-Coroner | T            | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| TOTAL           |              | 2.00            | 0.00            | 2.00          | 2.00            | 2.00            | 0.00          |

## PATROL (661300)

The Patrol Division is the primary operational section of the Department, providing general policing in the unincorporated area. The Patrol Division operates according to the "Community Policing/Problem Oriented Policing" philosophy, by which deputies are assigned to the same neighborhood or beat. Through this approach, deputies and residents are better able to resolve the specific law enforcement issues affecting a community and to work in consort with the Community Policing deputies and the POP (Problem Oriented Policing) teams as described in the section on Community Service Centers which follows.

The unincorporated area of the County is divided into six patrol areas or beats. These are listed below with the number of calls for service identified for each beat:

| WORKLOAD                          | Actual<br>2000-01 | Budget<br>2001-02 | Est.<br>2001-02 | Projected<br>2002-03 | Change<br>Act. 00-01<br>to<br>Proj. 02-03 |
|-----------------------------------|-------------------|-------------------|-----------------|----------------------|---|
| Calls for Service by Beat:        |                   |                   |                 |                      |   |
| Beat 1 - North San Lorenzo Valley | 8,710             | 9,111             | 8,283           | 8,283                | (427)                                     |
| Beat 2 - South San Lorenzo        | 10,985            | 12,154            | 10,356          | 10,356               | (629)                                     |
| Beat 3 - Live Oak and North Coast | 22,759            | 23,980            | 22,909          | 22,909               | 150                                       |
| Beat 4 - Soquel                   | 11,758            | 12,657            | 11,486          | 11,486               | (272)                                     |
| Beat 5 - Aptos                    | 14,121            | 15,083            | 14,121          | 14,121               | 0   |
| Beat 6 - Pajaro Valley            | 10,209            | 10,765            | 10,328          | 10,328               | 119                                       |
| Miscellaneous                     | 5,163             | 5,442             | 4,843           | 4,843                | (320)                                     |
| <b>Total</b>                      | <b>83,705</b>     | <b>89,192</b>     | <b>82,326</b>   | <b>82,326</b>        | <b>(1,379)</b>                            |

Two teams of Patrol Deputies maintain coverage for the six beats. Each team is divided into four shifts (watches) of 10 hours each that provide coverage for a **24** hour period of time with some overlap of staffing between shifts. Each team is headed by a Lieutenant (Team Manager) and each watch, staffed with a minimum of seven deputies, is commanded by a sergeant. Typically, up to four additional deputies are assigned to the day watch and three additional deputies are assigned to the evening/night shift for peak period back up and prisoner transportation.

This staffing pattern ensures that each beat is served regularly by the same patrol unit, consistent with the goals of community policing. It also provides the Team Manager and Watch Commanders with the flexibility to overlap shifts, conduct monthly training, and deploy resources as needed for emergencies and special events. The actual on-board strength during any one shift may differ due to vacation and sick leave absences, training requirements and vacancies.

The Patrol Division also supports additional operation teams including the K-9 Unit, Coast Patrol, Air Squadron, Bomb Team, Chaplain Program, Explorer Post, Search and Rescue Unit, Motorcycle Posse, Mounted Horse Posse, Underwater Team, Special Weapons and Tactics Team, Hostage Negotiation Unit, Tactical Team, Rural Crime, and Reserve Deputies.

## STAFFING - PATROL

| POSITION                     | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomrn. | Recomrn<br>Change |
|------------------------------|-----------------|--------------------|--------------------|------------------|--------------------|---------------------|-------------------|
| Deputy Sheriff               | L2              | 69.00              |                    | 69.00            | 64.00              | 64.00               | (5.00)            |
| Deputy Sheriff (Rural Crime) | L2              | 0.00               |                    | 0.00             | 5.00               | 5.00                | 5.00              |
| Sheriffs Lieutenant          | L8              | 3.00               |                    | 3.00             | 3.00               | 3.00                | 0.00              |
| Sheriffs Sergeant            | L3              | 8.00               |                    | 8.00             | 8.00               | 8.00                | 0.00              |
| Sheriffs Comm. Svc. Ofcr.    | E6              | 1.00               |                    | 1.00             | 1.00               | 1.00                | 0.00              |
| Sheriffs Chief Deputy        | 7G              | 1.00               |                    | 1.00             | 1.00               | 1.00                | 0.00              |
| Typist Clerk III             | J9              | 1.00               |                    | 1.00             | 1.00               | 1.00                | 0.00              |
| TOTAL                        |                 | 83.00              | 0.00               | 83.00            | 83.00              | 83.00               | 0.00              |

## INVESTIGATION (661400)

The Investigations Division performs thorough investigations of complex criminal matters not routinely handled by the Patrol Division. Detectives assigned to this unit often require special technical skills and training. The following sections are included with the Investigation Unit:

The Clerical Unit is staffed by a Division Secretary who is responsible for a wide range of duties including case file management and the preparation of case files for complex cases, transcribing, maintaining statistical data and filing numerous fingerprint cards from the Detention Bureau.

The Robbery/Homicide/ Unit/Domestic Violence Unit investigates all homicide and suspicious death cases which occur in the Sheriff's Office jurisdiction as well as all robbery, kidnaping, serious battery and elder abuse and assault. The Unit is staffed by one sergeant and three deputies. In 2001, the Unit investigated ten new homicide cases and continued their work with several unsolved homicides from previous years.

The Sexual Assault/Physical Child Abuse Unit investigates sexual assault cases involving children and adults, cases involving physical child abuse and is responsible for registering and investigating convicted sex offenders. The Unit is staffed by one sergeant and three detectives. The sergeant is also in charge of the Sexual Assault Nurse Examiner (SANE) Program which provides a team of trained medical professionals who lend their expertise in sexual assault cases. During 2001, the unit investigated 90 child sexual abuse case complaints, 41 child physical abuse complaints and 30 adult sexual assaults.

The Sheriff's Office was the first agency in Santa Cruz County to form a Domestic Violence Unit. The detectives in the Unit conduct follow-up investigations on all domestic violence cases. During 2001, the Unit reviewed 652 cases which resulted in 374 related arrests

The Property Crimes Unit conducts follow-up investigations involving crimes of theft, burglary, forgery, fraud and vandalism. It is staffed by one Sergeant and three Detectives. The Sergeant also serves as the High Technology Crimes detective. One Detective is assigned to the R.E.A.C.T. High Technology Crimes Task Force based in Silicon Valley.

The Marijuana Enforcement Team (MET) Unit completed its second year of a three year grant administered by the Office of Criminal Justice Planning. The MET targets commercial marijuana

cultivation and marijuana traffickers through the use of informants, citizens, over-flight detection, other law enforcement agencies and a variety of investigative techniques. Two full-time detectives and one half-time Assistant District Attorney are funded by the grant with a Detective Sergeant assigned to supervise the Unit. Property that has been seized due to the confiscation of marijuana is entrusted to the Santa Cruz County Public Administrator for public auction. MET detectives frequently assist other units within the Investigation Bureau since a large number of crimes are related to narcotics distribution or use.

Workload indicators for these sections are summarized below:

| WORKLOAD                   | Actual<br>2000-01 | Budget<br>2001-02 | Est.<br>2001-02 | Projected<br>2002-03 | Change<br>Act. 00 to 01<br>Proj. 02-03 |
|----------------------------|-------------------|-------------------|-----------------|----------------------|--|
| Felony Cases Received      | 3,529             | 4,000             | 3,627           | 3,800                | 271                                    |
| Misdemeanor Cases Received | 4,434             | 5,000             | 4,076           | 4,500                | 66                                     |
| <b>TOTAL</b>               | <b>7,963</b>      | <b>9,000</b>      | <b>7,703</b>    | <b>8,300</b>         | <b>337</b>                             |
| Felony Cases Cleared       | 876               | 1,100             | 1,361           | 1,200                | 324                                    |
| Misdemeanor Cases Cleared  | 874               | 1,100             | 1,000           | 1,000                | 126                                    |
| <b>TOTAL</b>               | <b>1,750</b>      | <b>2,200</b>      | <b>2,361</b>    | <b>2,200</b>         | <b>450</b>                             |

The High Technology Crimes Unit was created in **2000** to address the growth of computer crime which encompasses a wide range of criminal activity from identity theft to child pornography. Detectives in this unit require extensive training and also provide training to patrol officers on how to preserve computers and associated peripherals for analysis and forensic examination.

The Crime Scene Investigation Unit (CSI) consists of one Sergeant and two Deputies who are trained in the areas of physical evidence collection and preservation and crime scene reconstruction. The Unit is recognized county-wide as the "experts" in crime scene investigation and frequently called upon to assist with cases in other local law enforcement jurisdictions. Crime scene personnel frequently testify in court. In 2001, **CSI** responded to **283** calls to process major crime scenes, conducted **565** latent fingerprint comparisons, conducted narcotic chemical testing in **15** cases and handled **225** follow-up requests from the District Attorney's Office. The Unit prepared numerous court exhibits for major cases and responded **47** times for assists to outside agencies.

The Property function of the Department works closely with CSI and is responsible for the care, storage, safeguarding and disposition of property and evidence. The destruction of contraband and unusable items is also the responsibility of this section. Property is staffed by a lieutenant and two property clerks.

The Coroner Unit is charged with investigations of all sudden and unexpected deaths, securing the decedent's personal property pending legal disposition and the internment of indigents. The Coroner Unit also handles missing persons cases. The Coroner's authority is county-wide, including death cases in incorporated cities.

The Unit is staffed by one sergeant, two deputies, a contracted Forensic Pathologist and a part-time back-up Forensic Pathologist. During **2001**, the Coroner Unit investigated 735 deaths in Santa Cruz County. 171 autopsies were performed which included **16** homicides and **27** suicides. The Unit investigated **391** missing persons reports. Of those, **264** were located. The Unit also handled the burial of **39** indigent persons.

## STAFFING - INVESTIGATION

The following table summarizes current staffing in the Investigation Unit. Proposed staffing levels reflect the elimination of one SCCNET (Santa Cruz County Narcotics Education Team) deputy and one Juvenile Detective. The chart also reflects the addition of one Juvenile Detective funded through the Rural Crime Prevention program.

| POSITION                     | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm Change |
|------------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|---------------|
| Deputy Sheriff               | L2           | 18.00           |                 | 18.00         | 16.00           | 16.00           | (2.00)        |
| Deputy Sheriff (Rural Crime) | L2           | 0.00            |                 | 0.00          | 1.00            | 1.00            | 1.00          |
| Division Secretary           | BX           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| Sheriffs Sergeant            | L3           | 6.00            |                 | 6.00          | 6.00            | 6.00            | 0.00          |
| Sheriffs Lieutenant          | L8           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| Sheriffs Property Clerk      | JN           | 2.00            |                 | 2.00          | 2.00            | 2.00            | 0.00          |
| TOTAL                        |              | 28.00           | 0.00            | 28.00         | 27.00           | 27.00           | (1.00)        |

## CIVIL DIVISION (661700)

The Civil Division is responsible for receiving, processing, and serving civil documents such as summons and complaints, subpoenas, orders, notices, levies on real and personal property, and writs of possession. The Division is staffed by one Civil Process Supervisor, three clerical employees and one Deputy Sheriff.

## STAFFING - CIVIL

| POSITION                 | Salary Range | 2001-02 Allowed | Midyear Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm Change |
|--------------------------|--------------|-----------------|----------------|---------------|-----------------|-----------------|---------------|
| Account Clerk 1/11       | BB/AT        | 1.00            |                | 1.00          | 1.00            | 1.00            | 0.00          |
| Civil Process Supervisor | LK           | 1.00            |                | 1.00          | 1.00            | 1.00            | 0.00          |
| Deputy Sheriff           | L2           | 1.00            |                | 1.00          | 1.00            | 1.00            | 0.00          |
| Typist Clerk II          | J8/J7        | 1.00            |                | 1.00          | 1.00            | 1.00            | 0.00          |
| Typist Clerk III         | J9           | 1.00            |                | 1.00          | 1.00            | 1.00            | 0.00          |
| TOTAL                    |              | 5.00            | 0.00           | 5.00          | 5.00            | 5.00            | 0.00          |

## COMMUNITY SERVICES (661800)

The Sheriff's Office is committed to the continued development of Community Oriented Policing (COPS) and implements this approach to law enforcement as reflected by a number of successful programs and activities.

Four Community Service Centers are located in the San Lorenzo Valley, Live Oak/Soquel, Aptos and Freedom. Each is staffed by a sergeant and community volunteers. The centers provide ready access to a variety of policing services such as neighborhood watch, bicycle registration, fingerprinting, vehicle abatement and vacation watch as well as a place for residents to meet and

address neighborhood issues. Two Community Service Officers are assigned as call takers at the San Lorenzo Valley Center to answer all of the day-time calls made on the Sheriff's non-emergency phone lines. Over 90 County residents volunteer at the service centers. The recruitment, retention and training of the volunteers is coordinated by the Volunteer Coordinator, a non-sworn member of the Sheriff's staff.

The staffing assignments within this unit support the principles of community policing as well. Two Problem Oriented Policing (POP) teams operate in north and south County to promote crime prevention by focusing on the solutions to community problems that might otherwise lead to unlawful activity. Community Deputies are assigned to the Summit, Corralitos, Davenport and the San Lorenzo Valley. Each deputy works in the community and tailors law enforcement services to the specific needs of the local residents. Additionally, two deputies work with the Parks Department to help maintain public safety in parks throughout the County.

Community policing addresses the needs of youth and schools. SROs (School Resource Officers) are assigned to Aptos High School, Soquel High School and San Lorenzo Valley High School to assist administrators in crime prevention, intervention and education. Two additional deputy sheriffs will be assigned in 2002-03 to Aptos Junior High/Lakeview Middle School and to Shoreline Middle School. Similarly, the D.A.R.E. (Drug Abuse Resistance Education) Program has been funding two deputies to educate students regarding drug abuse resistance. Although the proposed budget recommends the deletion of one of these positions, drug abuse education will continue by way of the remaining position which is supported with Asset Forfeiture funds. Additionally, SAL (Sheriff's Activity League) engages youth in positive alternatives such as supervised sports, field trips and other activities.

The Sheriff's Office has a policing contract with Cabrillo College, providing all campus crime prevention and law enforcement services. A sergeant, two deputies, two security officers and two administrative support positions staff this program.

#### STAFFING - COMMUNITY SERVICES

The following staffing levels reflect the deletion of 1.0 DARE (Drug Abuse Resistance Education) Deputy position.

| POSITION                            | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recornrn. | Recomrn Change |
|-------------------------------------|--------------|-----------------|-----------------|---------------|-----------------|-------------------|----------------|
| Community Services Officer          | E6           | 2.00            |                 | 2.00          | 2.00            | 2.00              | 0.00           |
| Departmental Admin. Analyst         | PM           | 1.00            |                 | 1.00          | 1.00            | 1.00              | 0.00           |
| Deputy Sheriff                      | L2           | 16.00           |                 | 16.00         | 15.00           | 15.00             | (1.00)         |
| Sheriff's Lieutenant                | L7           | 1.00            |                 | 1.00          | 1.00            | 1.00              | 0.00           |
| Sheriff's Security Officer          | FM           | 1.50            |                 | 1.50          | 1.50            | 1.50              | 0.00           |
| Sheriff's Sergeant                  | L3           | 7.00            |                 | 7.00          | 7.00            | 7.00              | 0.00           |
| TOTAL                               |              | 28.50           | 0.00            | 28.50         | 27.50           | 27.50             | (1.00)         |
| <b>Operations and Adrnin. Total</b> |              | <b>180.50</b>   | <b>0.00</b>     | <b>180.50</b> | <b>177.50</b>   | <b>177.50</b>     | <b>(3.00)</b>  |

BURIAL OF INDIGENTS (661500)

| <b>Financing Use<br/>Classification</b> | <b>Actual<br/>2000-01</b> | <b>Appropriated<br/>2001-02</b> | <b>Actual<br/>Estimated<br/>2001-02</b> | <b>Requested<br/>2002-03</b> | <b>Recommend<br/>2002-03</b> | <b>Change<br/>FROM 2001-<br/>02 APPROP.</b> |
|---|---------------------------|---------------------------------|---|------------------------------|------------------------------|---|
| Services & Supplies                     | 25,887                    | 40,200                          | 40,200                                  | 34,953                       | 34,953                       | (5,247)                                     |
| <b>TOTAL EXPEND</b>                     | \$ 25,887                 | \$ 40,200                       | \$ 40,200                               | \$ 34,953                    | \$ 34,953                    | (5,247)                                     |
| Less: Revenue                           | \$ 20,185                 | \$ 9,450                        | \$ 7,000                                | \$ 6,200                     | \$ 6,200                     | (3,250)                                     |
| <b>NET COUNTY COST</b>                  | <u>\$ 5,702</u>           | <u>\$ 30,750</u>                | <u>\$ 33,200</u>                        | <u>\$ 28,753</u>             | <u>\$ 28,753</u>             | <u>(1,997)</u>                              |

This budget index provides burial expenses for indigent persons who reside in the County at the time of death. This program is administered by the Sheriff-Coroner pursuant to Section 7104 of the Health and Safety Code and contracts with local mortuaries to provide transportation, death certificates and storage until cremation and internment. The recommended budget includes a Net County Cost decrease of \$1,997. There are no County positions related to this activity. 58 burials were performed in 2001-02 with a similar number projected for 2002-03.

**DETENTION**  
**Mark Tracy, Sheriff-Coroner**  
Unit Number: 66/20/00

Fund: General  
Function: Public Protection  
Activity: Public Protection

| Financing Use<br>Classification | Actual<br>2000-01    | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>FROM 2001-<br>02 APPROP. |
|---------------------------------|----------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 8,549,291         | \$ 9,952,069            | \$ 9,371,487                   | \$ 10,458,820        | \$ 10,458,820        | \$ 506,751                         |
| Services & Supplies             | 5,630,067            | 6,129,018               | 6,014,067                      | 5,877,561            | 5,877,561            | (251,457)                          |
| Fixed Assets                    | 120,611              | 203,871                 | 155,921                        | 35,000               | 35,000               | (168,871)                          |
| <b>TOTAL EXPEND</b>             | <b>\$ 14,299,969</b> | <b>\$ 16,284,958</b>    | <b>\$ 15,541,475</b>           | <b>\$ 16,371,381</b> | <b>\$ 16,371,381</b> | <b>\$ 86,423</b>                   |
| <b>Less: Revenue</b>            | <b>\$ 9,575,268</b>  | <b>\$ 9,835,845</b>     | <b>\$ 10,111,466</b>           | <b>\$ 10,323,549</b> | <b>\$ 10,323,549</b> | <b>\$ 487,704</b>                  |
| <b>NET COUNTY COST</b>          | <b>\$ 4,724,701</b>  | <b>\$ 6,449,113</b>     | <b>\$ 5,430,009</b>            | <b>\$ 6,047,832</b>  | <b>\$ 6,047,832</b>  | <b>\$ (401,281)</b>                |
| Positions                       |                      | 146.00                  | 146.00                         | 137.00               | 137.00               | (9.00)                             |

The mission of the Sheriffs Detention Bureau is to secure the confinement of persons committed to the custody of the Sheriff in facilities that provide a safe and humane environment. Detention Bureau staff are committed to three primary responsibilities: To maintain secure jail facilities to protect the public, to provide a safe environment for staff, inmates and visitors and to provide quality educational, health and vocational programs that promote the return of inmates to the community in a law-abiding and constructive fashion. The Detention Bureau endorses development and use of alternatives to sentencing and incarceration including work release, electronic monitoring, community service and restitution.

The Detention Bureau has four divisions: Administration, the Main Jail, Special Services (which includes Court Security and Transportation, Training, Food Services, Chaplain Services, the Blaine Street Women's Facility and the Work Release Program) and Rountree Lane Detention Facilities. The Detention Bureau operates a total of four detention facilities within the County: the Main Jail on Water Street and the Blaine Street Women's Facility in the City of Santa Cruz and the Minimum Security Facility (Jail Farm) and the Medium Security Facility on Rountree Lane near the City of Watsonville. During 2001, the Detention Bureau received over 13,788 individuals into custody and housed an average daily inmate population of 562 on a twenty-four hour basis. The combined rated capacity for the County's facilities, as determined by the California Board of Corrections (BOC), is 539 inmates.

The Detention Bureau is also responsible for transporting inmates to the local Courts, maintaining security in the Courts per a Memorandum of Understanding with the Courts and transporting prisoners to and from out-of-county facilities.

As a result of the fiscal constraints imposed by the passage of Measure L and the loss of Utility Tax revenues to the County, reductions are recommended in both the Sheriffs Detention Bureau and the Operations Bureau. These reductions have been developed with the cooperation of the Sheriff-Coroner and minimize the impact to the Department's core operations to the greatest extent possible. The recommended budget continues full operations at all the County's detention facilities and provides required staffing to support the 24 hour operations and related programs.

## 2002-03 RECOMMENDED BUDGET

The recommended budget for the Detention Bureau reflects an \$86,423 increase in expenditures and a \$487,704 increase in revenues for a \$401,281 reduction in the Net County Cost. Major expenditures and reductions include:

### Expenditures

- An increase of \$506,751 in Salaries and Benefits to provide for negotiated salary and benefit adjustments and overtime, which are partially offset by a decrease in Worker's Compensation. The budget provides for a \$322,570 increase in overtime appropriations based on the estimated overtime hours that are needed to cover vacation, sick leave, and training for regular staff in order to meet the mandatory post staffing requirements of a twenty-four-hour-a-day detention operation at four sites. Staff is currently working on a detailed analysis of overtime usage to assume maximum cost containment in this area. Any recommended changes will be reported in the Supplemental Budget. The proposed budget also provides for the continued availability of four unfunded "over-hire" positions to assist the Bureau's overall management of vacancies. These positions provide available staffing codes to allow for a temporary overlap for new hires which minimizes the required use of overtime for staff transitions.

The increase in Salaries and Benefits is partially offset by the deletion of 9.0 positions including 2.0 Medical Flex Corrections Officers and 4.0 Direct Supervision Corrections Officers at the Main Jail, 2.0 Corrections Officers in the Work Release Program, and 1.0 Long Haul Deputy in Transportation. The positions at the Main Jail were added during the prior two years to provide additional coverage, jail medical staff back-up and relief, and additional Work Release Program options.

- A \$251,457 decrease in Services and Supplies which primarily reflects a \$245,000 reduction in HSA medical charges to the Main Jail and a \$94,016 reduction in utility charges. This decrease is partially offset by increases of \$16,134 for food, \$20,424 for computer support charges, \$15,208 in lease costs for computers and office equipment and \$13,062 for maintenance of equipment.
- A reduction of \$168,871 in Fixed Assets, which reflects the purchase of only those one-time expenses for which outside funding is available. \$35,000 in prior year SLESF funds will be used to upgrade the electronic panels that control the cell doors in the maximum security wing of the Main Jail, to purchase a wheelchair lift for the medical transportation van, and to upgrade the electronic panel that controls the main access to the Blaine Street Women's Facility.

The table below provides the fixed asset detail recommended for budget index 66/20/00.

| Budget Index/<br>Sub Object No. | Quantity | New (N)<br>Replacement (R) | Description                              | Recommended<br>Amount |
|---------------------------------|----------|----------------------------|--|-----------------------|
| 66230018404                     | 1        | R                          | Main Jail West Electric Panels           | \$24,000.00           |
| 66241018404                     | 1        | R                          | Wheel Chair Lift - Medical Transport Van | \$4,000.00            |
| 66243018404                     | 1        | R                          | Electric Control Panel                   | <u>\$7,000.00</u>     |
| <b>Total</b>                    |          |                            |  | <b>\$35,000.00</b>    |

## Revenue

The Recommended Budget reflects a net increase of \$487,704 in revenues due to the following:

- a \$395,426 increase in Federal Alien Assistance grant funds due to changes in the method by which counties compute the number of eligible inmates. Appropriations associated with these revenues include \$226,474 that is budgeted in the County Technology Fund as partial funding for a new detention management system.
- an increase of \$42,359 in reimbursements from the Inmate Welfare Trust Fund to provide full year financing for a Program Coordinator position.
- an estimated \$84,094 increase in Booking Fee revenues based upon the current year estimated/actual revenues.
- decreases in revenues include a \$14,996 reduction in **SB 90** revenue reflecting a change in reimbursement calculations and a \$21,000 decrease in the fees associated with the Work Furlough Program, reflecting new legislation which requires drug treatment in lieu of incarceration.

## DETENTION ADMINISTRATION (662110)

This division oversees budget preparation and administration, policy development and planning for future projects. Administrative staff oversees the fiscal, personnel, payroll and purchasing functions of the department, manages contracts and grants and is responsible for the large commissary system that serves the four jail facilities.

### STAFFING - ADMINISTRATION

| POSITION                  | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm Change |
|---------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|---------------|
| Account Clerk             | K2           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| Chief Deputy              | 8B           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| Inmate Programs Director  |              | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| Lieutenant                | L8           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| Personnel-Payroll Clerk   | FN           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| Sr. Accounting Technician | JL           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| Sr. Deptl Admin Analyst   | LL           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| Typist Clerk III          | J9           | 3.00            |                 | 3.00          | 3.00            | 3.00            | 0.00          |
| TOTAL                     |              | 10.00           | 0.00            | 10.00         | 10.00           | 10.00           | 0.00          |

## MAIN JAIL (662300)

The Main Jail, located on Water Street in Santa Cruz, houses primarily maximum and medium-security inmates, both sentenced and unsentenced. This facility has a rated capacity of 311 inmates. The average daily population in 2001 was 349. The Main Jail provides the only booking facility in Santa Cruz County and is used by all local law enforcement agencies. The Main Jail has a specially

designed medical and psychiatric housing unit that is staffed **24** hours a day, **7** days a week by medical professionals from the County Health Services Agency.

During 2001-02, two major renovations of the Main Jail facility were completed. These renovations were funded through grants from the State Board of Corrections and provided for the replacement of the security electronics system and the addition of several inmate showers and visiting areas.

During the current fiscal year, an Inmate Programs Manager was hired to enhance the rehabilitative program at the Main Jail. Classes in areas such as literacy and substance abuse are available. Specific offerings include Men Overcoming Abusive Behavior, Literacy Instruction for Empowerment, Exercising Your Power, and Getting Out and Staying Out. Support groups including Divorced Fathers' Network, Alcoholics and Narcotics Anonymous and Friends Outside are available to inmates as well.

#### WORKLOAD MAIN JAIL

| Indicator            | 1996   | 1997   | 1998   | 1999   | 2000   | 2001   |
|----------------------|--------|--------|--------|--------|--------|--------|
| Bookings             | 13,756 | 14,476 | 14,487 | 13,477 | 12,933 | 12,097 |
| Avg Daily Population | 341    | 373    | 383    | 322    | 343    | 349    |

#### STAFFING - MAIN JAIL

The staffing chart below indicates a reduction in 6.0 Correctional Officers. The remaining 57.0 positions include 4.0 unfunded "over-hire" positions to assist in the overall management of vacancies at the Main Jail.

| POSITION                     | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm Change |
|------------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|---------------|
| Correctional Sergeant        | L5           | 4.00            |                 | 4.00          | 4.00            | 4.00            | 0.00          |
| Correctional Officer         | L1           | 63.00           |                 | 63.00         | 57.00           | 57.00           | (6.00)        |
| Lieutenant                   | L8           | 2.00            |                 | 2.00          | 2.00            | 2.00            | 0.00          |
| Superv. Correctional Officer | TN           | 9.00            |                 | 9.00          | 9.00            | 9.00            | 0.00          |
| TOTAL                        |              | 78.00           | 0.00            | 78.00         | 72.00           | 72.00           | (6.00)        |

#### SPECIAL SERVICES

This division includes Transportation, Professional Development and Training, the Blaine Street Minimum Security Detention Facility, Food Services, Detention Health Services, the Work Release Program, the Rountree Minimum and Medium Detention Facilities and Court Security. A Chaplain Program also serves all four detention facilities and is provided for with funds from the Inmate Welfare Fund.

### TRANSPORTATION (662410)

The Detention Bureau provides transportation officers (deputy sheriffs) to transport prisoners from the jails to the courts, to medical facilities, and to other out-of-county detention facilities. The Detention Bureau also provides for security in the Courts. In 1997-98, the bailiffs and perimeter security personnel and their associated salary costs were transferred to the Trial Courts to comply with the Trial Court Funding Act. Transportation costs, which are excluded from State funding, were retained in the Sheriffs Detention Budget. The budget for Court Security is included at the end of the Detention Bureau budget.

### STAFFING -TRANSPORTATION

| POSITION       | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm. | Recomm<br>Change |
|----------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|
| Deputy Sheriff | L2              | 5.00               |                    | 5.00             | 4.00               | 4.00               | (1.00)           |
| TOTAL          |                 | 5.00               | 0.00               | 5.00             | 4.00               | 4.00               | (1.00)           |

### PROFESSIONAL DEVELOPMENT & TRAINING (662422)

This budget unit provides accounting for State required training and associated staff replacement costs for detention officers who are in training. State mandated training includes CPR, first aid, fire safety, defense tactics, and CLETS. Detention Bureau officers are also encouraged to attend Training Officer's School and a number of other courses addressing topics such as gang activity suppression and team building.

Additionally, the officers in this unit focus a significant amount of time on the recruitment efforts of the Detention Bureau. As part of this responsibility, they conduct background investigations on all Detention Bureau employee candidates.

### STAFFING- PROFESSIONAL DEVELOPMENT

| POSITION                     | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm. | Recomm<br>Change |
|------------------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|
| Correctional Officer         | L1              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Superv. Correctional Officer | TN              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| TOTAL                        |                 | 2.00               | 0.00               | 2.00             | 2.00               | 2.00               | 0.00             |

### BLAINE STREET FACILITY (662430)

The Blaine Street Facility is located on Blaine Street in the City of Santa Cruz, adjacent to the Main Jail. It houses female inmates who are a minimum security risk. The facility has a rated bed capacity of 32 and housed an average daily population of 18 female inmates in calendar year 2001. This facility offers a host of classes and programs to the occupants including computer training, general education development (GED) requirements, literacy and health education. Some of the specific offerings include Instruction for Empowerment, Exercising Your Power, and Getting Out and Staying

Out. Support groups addressing issues such as domestic violence and narcotics abuse are also available.

#### STAFFING - BLAINE STREET FACILITY

| POSITION                     | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm Change |
|------------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|---------------|
| Correctional Officer         | L1           | 4.00            |                 | 4.00          | 4.00            | 4.00            | 0.00          |
| Superv. Correctional Officer | TN           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| TOTAL                        |              | 5.00            | 0.00            | 5.00          | 5.00            | 5.00            | 0.00          |

#### FOOD SERVICES (662440)

The Food Services Division is responsible for ordering and preparing food for all four detention facilities. Kitchens are staffed at the Main Jail and Rountree facilities seven days per week. Food Services staff are supplemented by sentenced inmates who help prepare and serve meals. The Food Services Division served meals to an average of 562 inmates per day for an approximate total of 615,390 meals in 2001.

#### STAFFING - FOOD SERVICES

| POSITION             | Salary Range | 2001-02 Allowed | Midyear Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm Change |
|----------------------|--------------|-----------------|----------------|---------------|-----------------|-----------------|---------------|
| Cook                 | CA           | 8.00            |                | 8.00          | 8.00            | 8.00            | 0.00          |
| Food Service Manager | LF           | 1.00            |                | 1.00          | 1.00            | 1.00            | 0.00          |
| Head Cook            | W8           | 1.00            |                | 1.00          | 1.00            | 1.00            | 0.00          |
| TOTAL                |              | 10.00           | 0.00           | 10.00         | 10.00           | 10.00           | 0.00          |

#### DETENTION HEALTH SERVICES (662405)

This index pays the costs of necessary physical health and dental care provided to inmates in the detention system. Medical treatment as well as pharmacy and clinical diagnostic services are provided by the County's Health Services Agency (HSA) on site and at the Emeline Street clinic. The County operates a 13 bed skilled nursing infirmary in the Main Jail. Bills from hospitals and outside medical providers are paid through the Medi-Cruz Program and charged back to this index. Dental services are provided through a contract.

#### WORK RELEASE PROGRAM (662450)

The Work Release Program is an important alternative to incarceration and since its inception, has helped relieve overcrowding in the detention system. Individuals with minor offenses who have less than 60 days of jail time to complete are given an opportunity to work on public projects instead of serving their sentences in jail. Participants are required to pay administrative fees to partially offset program costs. In 2001, a monthly average of 231 sentenced offenders were enrolled and worked

at 43 work sites throughout the County. Work release staff also processed 1,058 bookings of out-of-custody defendants including court remands, citations, and District Attorney Letters to Appear.

#### WORKLOAD WORK RELEASE

| <u>Indicator</u>                 | <u>1997</u> | <u>1998</u> | <u>1999</u> | <u>2000</u> | <u>2001</u> |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|
| <b>Avg. Monthly Participants</b> | <b>270</b>  | <b>220</b>  | <b>243</b>  | <b>231</b>  | <b>225</b>  |

#### STAFFING -WORK RELEASE PROGRAM

| <b>POSITION</b>             | <b>Salary Range</b> | <b>2001-02 Allowed</b> | <b>Mid Year Change</b> | <b>2001-02 Total</b> | <b>2002-03 Request</b> | <b>2002-03 Recomm.</b> | <b>Recomm Change</b> |
|-----------------------------|---------------------|------------------------|------------------------|----------------------|------------------------|------------------------|----------------------|
| <b>Correctional Officer</b> | <b>L1</b>           | <b>4.00</b>            |                        | <b>4.00</b>          | <b>2.00</b>            | <b>2.00</b>            | <b>(2.00)</b>        |
| <b>TOTAL</b>                |                     | <b>4.00</b>            | <b>0.00</b>            | <b>4.00</b>          | <b>2.00</b>            | <b>2.00</b>            | <b>(2.00)</b>        |

#### ROUNTREE LANE DETENTION FACILITIES (662500)

This division operates the minimum and medium-security facilities for sentenced male inmates. The Medium Security Facility is a direct-supervision facility with a correctional officer assigned inside the housing area **24** hours a day. The facility had an average daily population of **74** in 2001 and thus continues to ease overcrowding at the Main Jail. Its rated bed capacity is 96. Adjacent to the Medium Security Facility is Rehab, the Minimum Security Facility. The average daily population in 2001 was **122**. The rated bed capacity for the facility is 162.

The two facilities at the Rountree campus operate essentially as one, sharing a common command and support services structure. The Rountree detention officers share coverage and rotate between both facilities and the command post on a weekly basis. The detention officers are cross trained in all functions, permitting flexibility in posting personnel, covering absences, and reducing overtime expenditures.

A variety of educational and vocational rehabilitation programs are available to inmates at the Rountree facility. Vocational programs include training in auto body repair, building maintenance, landscape maintenance, and food services. Each of the classes is taught by a full-time instructor provided by the County Office of Education. In addition, the Watsonville Adult School offers GED preparation and testing. Other classes include basic math and English, computer education, ESL instruction, drug and alcohol counseling, and youth gang intervention. Revenues from the auto body repair shop and the Inmate Welfare Fund are used to underwrite the costs of these programs. The facility also offers a number of self-help programs which are staffed by volunteers. The programs include Alcoholics Anonymous, religious counseling, and Friends Outside.

Additionally, the Probation Department, in conjunction with the Sheriffs Department, operates a Work Furlough Program from the Rehab facility with slots for approximately 25 inmates. Furthermore, Rountree inmates provide labor for a variety of public improvement projects and community clean-up efforts sponsored by CalTrans, State Parks and numerous local agencies.

## WORKLOAD

| <u>Avg Daily Population</u> | <u>1997</u> | <u>1998</u> | <u>1999</u> | <u>2000</u> | <u>2001</u> |
|-----------------------------|-------------|-------------|-------------|-------------|-------------|
| Jail Farm                   | 156         | 169         | 158         | 139         | 122         |
| Med. Security               | 46          | 47          | 72          | 85          | 74          |
| <b>TOTAL</b>                | <b>202</b>  | <b>216</b>  | <b>230</b>  | <b>224</b>  | <b>196</b>  |

## STAFFING - ROUNTREE LANE DETENTION FACILITIES

| <b>POSITION</b>               | <b>Salary Range</b> | <b>2001-02 Allowed</b> | <b>Mid Year Change</b> | <b>2001-02 Total</b> | <b>2002-03 Request</b> | <b>2002-03 Recornrn.</b> | <b>Recornrn Change</b> |
|-------------------------------|---------------------|------------------------|------------------------|----------------------|------------------------|--------------------------|------------------------|
| Lieutenant                    | I8                  | 1.00                   |                        | 1.00                 | 1.00                   | 1.00                     | 0.00                   |
| Correctional Sergeant         | L5                  | 1.00                   |                        | 1.00                 | 1.00                   | 1.00                     | 0.00                   |
| Correctional Officer          | L2                  | 21.00                  |                        | 21.00                | 21.00                  | 21.00                    | 0.00                   |
| Superv. Correctional Officer  | TN                  | 8.00                   |                        | 8.00                 | 8.00                   | 8.00                     | 0.00                   |
| Typist Clerk III              | J9                  | 1.00                   |                        | 1.00                 | 1.00                   | 1.00                     | 0.00                   |
| <b>TOTAL</b>                  |                     | <b>32.00</b>           | <b>0.00</b>            | <b>32.00</b>         | <b>32.00</b>           | <b>32.00</b>             | <b>0.00</b>            |
| <b>Detention Bureau Total</b> |                     | <b>146.00</b>          | <b>0.00</b>            | <b>146.00</b>        | <b>137.00</b>          | <b>137.00</b>            | <b>(9.00)</b>          |

## COURT SECURITY (664000)

| <b>Financing Use Classification</b> | <b>Actual 2000-01</b> | <b>Appropriated 2001-02</b> | <b>Actual Estimated 2001-02</b> | <b>Requested 2002-03</b> | <b>Recommend 2002-03</b> | <b>Change FROM 2001-02 APPROP.</b> |
|-------------------------------------|-----------------------|-----------------------------|---------------------------------|--------------------------|--------------------------|------------------------------------|
| Salaries & Benefits                 | \$ 1,460,545          | \$ 1,677,575                | \$ 1,672,522                    | \$ 1,810,311             | \$ 1,810,311             | 132,737                            |
| Services & Supplies                 | 1,733                 | 35,940                      | 49,585                          | 16,333                   | 16,333                   | (19,607)                           |
| Fixed Assets                        | 0                     | 14,952                      | 63,097                          | 0                        | 0                        | (14,952)                           |
| <b>TOTAL EXPEND</b>                 | <b>\$ 1,462,276</b>   | <b>\$ 1,728,466</b>         | <b>\$ 1,785,204</b>             | <b>\$ 1,826,644</b>      | <b>\$ 1,826,644</b>      | <b>98,178</b>                      |
| <b>Less: Revenue</b>                | <b>\$ 1,606,884</b>   | <b>\$ 1,728,565</b>         | <b>\$ 1,785,204</b>             | <b>\$ 1,826,645</b>      | <b>\$ 1,826,645</b>      | <b>98,084</b>                      |
| <b>NET COUNTY COST</b>              | <b>\$ (144,608)</b>   | <b>\$ (95)</b>              | <b>\$ 0</b>                     | <b>\$ (1)</b>            | <b>\$ (1)</b>            | <b>94</b>                          |
| <b>Positions</b>                    |                       | <b>21.00</b>                | <b>21.00</b>                    | <b>21.00</b>             | <b>21.00</b>             | <b>0.00</b>                        |

Effective July 1, 1997, the Trial Court Funding Act required the State of California to assume responsibility for the cost of court operations. The Trial Court Funding Act also requires that the County of Santa Cruz Superior Court contract with the Sheriff for security services. The Sheriffs Office and the Superior Court have developed an agreement whereby the Sheriffs Office provides services including, but not necessarily limited to, courtroom security, perimeter security, entry screening, prisoner escort, and holding cell monitoring. The State, through the Superior Court, reimburses the Sheriffs Office for actual costs that are allowable expenses. The agreement between the Superior Court and the Sheriff allows for the rollover of any surplus funds remaining at the end of a fiscal year into the next year.

There are no fixed asset recommendations in this budget index.

## STAFFING - COURT SECURITY

| POSITION          | Salary<br>Range | 2001-02<br>Allowed | Mid Year<br>Change | 2001-02<br>Total | 2002-03<br>Request | 2002-03<br>Recomm. | Recomm<br>Change |
|-------------------|-----------------|--------------------|--------------------|------------------|--------------------|--------------------|------------------|
| Deputy Sheriff    | I2              | 16.00              |                    | 16.00            | 16.00              | 16.00              | 0.00             |
| Sheriffs Sergeant | L3              | 1.00               |                    | 1.00             | 1.00               | 1.00               | 0.00             |
| Security Officer  | FM              | 4.00               |                    | 4.00             | 4.00               | 4.00               | 0.00             |
| <b>TOTAL</b>      |                 | <b>21.00</b>       | <b>0.00</b>        | <b>21.00</b>     | <b>21.00</b>       | <b>21.00</b>       | <b>0.00</b>      |

**CONTRIBUTION TO SUPERIOR COURT**

Index Number: 45/00/00

Fund: General  
 Function: Public Protection  
 Activity: Judicial

| Financing Use Classification | Actual 2000-01        | Appropriated 2001-02  | Actual Estimated 2001-02 | Requested 2002-03     | Recommend 2002-03     | Change from 2001-02 Approp. |
|------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|-----------------------|-----------------------------|
| Services & Supplies          | 1,746                 | 84,802                | 2,500                    | 16,400                | 16,400                | (68,402)                    |
| Other Charges                | 2,056,463             | 2,067,096             | 2,026,970                | 2,032,096             | 2,032,096             | (35,000)                    |
| <b>TOTAL EXPEND</b>          | <b>\$ 2,058,209</b>   | <b>\$ 2,151,898</b>   | <b>\$ 2,029,470</b>      | <b>\$ 2,048,496</b>   | <b>\$ 2,048,496</b>   | <b>(103,402)</b>            |
| <b>Less: Revenue</b>         | <b>\$ 3,368,566</b>   | <b>\$ 3,632,423</b>   | <b>\$ 3,385,285</b>      | <b>\$ 3,541,383</b>   | <b>\$ 3,541,383</b>   | <b>(91,040)</b>             |
| <b>NET COUNTY COST</b>       | <b>\$ (1,310,357)</b> | <b>\$ (1,480,525)</b> | <b>\$ (1,355,815)</b>    | <b>\$ (1,492,887)</b> | <b>\$ (1,492,887)</b> | <b>(12,362)</b>             |

This budget index provides for the County's Maintenance of Effort (MOE) payment to the State for financing the local Trial Courts pursuant to the Trial Court Funding Act of 1997 and offsetting revenues.

Effective January 1, 1998, the responsibilities for the cost of court operations were transferred from the County to the State. The legislation defined court operations through the use of Rule 810 of the California Rules of Court, which includes the major criminal and civil court functions, including court security costs. The State provides revenue directly to the Courts to finance the Rule 810 Court operation costs, and the State assumes responsibility for all future cost increases in court operations. Counties are required to maintain responsibility for certain trial court expenses such as court facility costs (maintenance, utilities, and parking), court fine collection programs, grand jury costs, and pretrial services.

The Courts' Rule 810 court operations budget is established in a Special Agency Fund that is separate and apart from the General Fund Budget based upon the requirements of law.

**2002-03 RECOMMENDED BUDGET**

This budget index includes the County's 2002-03 Maintenance of Effort (MOE) payment to the State for financing the local Trial Courts. Certain court revenues previously remitted to the State are now retained by the County as financing for the County's MOE payment to the State. These revenues are capped at the 1994-95 level, with all growth split on a 50/50 basis with the State.

For 2002-03 the recommended budget shows a decrease in expenditures of \$103,402 and a decrease in revenues of \$91,040, for a net county cost decrease of \$12,362. The decrease in expenditures includes the elimination of \$39,912 which was previously budgeted for jury and witness expenses and is no longer needed. A reduction of \$24,490 is also recommended for jury parking passes to cover anticipated contract parking costs. In general, court fine revenues have been declining in recent years due to the overall reduction in criminal cases and the statewide reduction in driving under the influence offenses.

**MEMORANDUM OF UNDERSTANDING (MOU)**

State law requires that the Court and the County enter into an MOU for services that are provided between the County and the Court. As required by law, the MOU sets forth the scope of services and the method of payment for each service. The County/Court MOU was approved in December 2001, and will be recommended for annual renewal in the Supplemental Budget.

## COURT FACILITIES

Assembly Bill 233 requires the County to provide necessary and suitable facilities and building maintenance for the Courts and established a State Court Facilities Task Force to assess the current state of court facilities, establish guidelines for facilities, and address the future responsibility for funding court facilities. The task force has issued its final reports and legislation has been introduced to provide for the implementation of the task force recommendations. Due to the State's current financial situation, it is anticipated that the recommendations will be phased in over the next several years.

The final reports from the Facilities Task Force recommend State assumption of financial responsibility for court facilities with the involvement of the local Court and the County in the overall planning and decision making. The task force has also made various recommendations regarding financing options for new court facilities, and has recommended a maintenance of effort (MOE) payment to the State for court facilities similar to the court operations MOE.

Locally, the County and the Superior Court are moving forward on a plan to replace the modular court buildings through a collaborative building project with the City of Watsonville at 200 Main Street in downtown Watsonville. This project is planned to provide for replacement courts for the two modular court buildings at the Main Courthouse in Santa Cruz and replacement courts for the courtroom and hearing room at the County's Watsonville Court Annex on Freedom Boulevard. The expanded court facilities are designed to provide enhanced adult, juvenile and family law court services to the Watsonville community and will assist the City of Watsonville with an economic revitalization of the downtown area. The project is consistent with the planning options for future court facilities recommended in the State's task force report.

**TREASURER TAX COLLECTOR**  
**Richard Bedal, Treasurer Tax Collector**  
Unit Number: 73/00/00

Fund: General  
Function: General Government  
Activity: Finance

| Financing Use<br>Classification | Actual<br>2000-01   | Appropriated<br>2001-02 | Actual<br>Estimated<br>2001-02 | Requested<br>2002-03 | Recommend<br>2002-03 | Change<br>from 2001-<br>02 Approp. |
|---------------------------------|---------------------|-------------------------|--------------------------------|----------------------|----------------------|------------------------------------|
| Salaries & Benefits             | \$ 809,746          | \$ 1,016,983            | \$ 737,632                     | \$ 1,024,795         | \$ 922,990           | \$ (93,993)                        |
| Services & Supplies             | 547,911             | 630,726                 | 573,549                        | 642,519              | 624,419              | (6,307)                            |
| Fixed Assets                    | 16,000              | 14,200                  | 14,200                         | 9,000                | 9,000                | (5,200)                            |
| Intra-Fund Charges              | (68,024)            | (274,447)               | (274,447)                      | (311,172)            | (311,172)            | (36,725)                           |
| <b>TOTAL EXPEND</b>             | <b>\$ 1,305,633</b> | <b>\$ 1,387,462</b>     | <b>\$ 1,050,934</b>            | <b>\$ 1,365,142</b>  | <b>\$ 1,245,237</b>  | <b>\$ (142,225)</b>                |
| Less: Revenue                   | \$ 755,288          | \$ 872,459              | \$ 735,486                     | \$ 850,903           | \$ 870,903           | \$ (1,556)                         |
| <b>NET COUNTY COST</b>          | <b>\$ 550,345</b>   | <b>\$ 515,003</b>       | <b>\$ 315,448</b>              | <b>\$ 514,239</b>    | <b>\$ 374,334</b>    | <b>\$ (140,669)</b>                |
| Positions                       |                     | 20.50                   | 20.50                          | 20.50                | 18.50                | (2.00)                             |

The Treasurer-Tax Collector maintains custody of and manages and invests County money, collects property tax, other money and revenue, serves as the funds depository for County departments and other public entities, and manages the County collections program. **All** of the programs described below are mandated by the State Revenue and Taxation Code, the Government Code, the Streets and Highways Code, the Welfare and Institutions Code, or by local ordinance. The Department is organized into four divisions: administration, treasury, tax collections and central collections.

#### ADMINISTRATION

The Administration Division directs all office activities and develops and monitors performance standards for services to the public. This division prepares all departmental reports and communications with state and local agencies and special districts, manages the County's investment portfolio and invests surplus funds, staffs the Treasury Oversight Commission, which reviews the Treasurer's quarterly investment reports, the County's Investment Policy, and directs the annual audit of the Treasurer's Investments, and serves on the County's Deferred Compensation Commission.

#### TREASURY

The Treasury Division acts as the depository for all funds for school districts, special districts and County departments. Responsibilities of the division include all banking functions, and monitoring the County's investment portfolio, while assuring compliance with the legal parameters of the Government Code and the Treasurer's adopted Investment Policy. The County's portfolio currently ranges between \$500 million and \$600 million.

#### TAX COLLECTION

The Tax Collection Division is responsible for billing, collecting and accounting for all property taxes levied by the County and cities. Other taxes and fees collected by the Department include special assessments, transient occupancy taxes, and card room and bingo licensing fees. The Tax Collector annually conducts a public auction of tax-defaulted parcels that have been delinquent for five years or more.

## CENTRAL COLLECTIONS

Central Collections recovers revenue and provides an accounting of funds for delinquent accounts of various County departments. Collection activities may include court action, the recording of liens, and the seizure and sale of securities. The division's collection services are available to all County departments.

### 2002-03 RECOMMENDED BUDGET

The recommended budget provides for a decrease of \$142,225 in expenditures, and a decrease of \$1,556 in revenues, for a decrease in Net County Cost of \$140,699.

#### Expenditures

A decrease of \$93,993 in salaries and benefits provides for the following:

- the deletion of 1.0 Sr. Account Clerk in the Tax Collection division, due to fiscal constraints. This reduction will constrain the Department's ability to process semi-annual tax payments in a timely way, will affect the Department's ability to respond to taxpayer queries, and delay the processing of incoming and outgoing mail.
- the deletion of 1.0 Accounting Technician in the Collections division, due to fiscal constraints. The reduction will delay the deposit, balancing, and distribution of collected funds to customer departments.
- the deletion of 1.0 Assistant Treasurer Tax Collector, due to fiscal constraints. This position serves as general support to the Treasurer Tax Collector in managing day-to-day operations.
- the addition of 1.0 Public Investment Specialist. State law requires that school districts deposit all bond proceeds into the County's Investment Pool until such time as they are required for facility improvements or new construction. In addition to the school districts, the County Treasurer acts as the treasurer, cash manager, and investor for a sizable number of other public agencies within the County. Participants recognize that the pooling of public funds eliminates duplication of expenses, smooths out cash flow, permits cost savings through higher volume, and attracts more professional service providers. As a consequence, the Investment Pool has grown from about \$223 million five years ago, to its current \$525 million. The addition of special expertise in public investment is designed to address the increased complexity of the larger pool, and enhance the confidence of the growing number of pool investors.

A net decrease of \$6,307 in services and supplies is the result of various reductions including:

- \$12,559 in equipment
- \$20,000 in postage
- \$12,000 in general supplies
- \$2,693 in professional and special services
- \$1,000 in services associated with collections
- \$2,300 in the education, training, and conference accounts
- these decreases are partially offset by appropriations of \$43,010 to upgrade a vital piece of the application software for the NCR check processing machine, which records and distributes every payment made on the secured and unsecured tax roll. The software is no longer supported by the vendor, and a failure would be extremely costly to the County. The

- expenditure is partially offset with a \$20,000 contribution from the approved State/County property tax loan fund program.
- the recommended fixed asset provides a replacement server for the NCR check processing machine, which is a necessary component of the application upgrade, and a replacement network printer.

### Revenues

The net decrease of \$1,556 in revenues is the result of various increases and decreases in the revenue accounts.

### STAFFING

The following table provides for the three recommended position reductions, the addition of a public investment specialist, and summarizes the budgeted positions in the Treasurer-Tax Collector's office:

| POSITION                     | Salary Range | 2001-02 Allowed | Mid Year Change | 2001-02 Total | 2002-03 Request | 2002-03 Recomm. | Recomm Change |
|------------------------------|--------------|-----------------|-----------------|---------------|-----------------|-----------------|---------------|
| Account Clerk                | BB           | 2.50            | (1.00)          | 1.50          | 1.50            | 1.50            | (1.00)        |
| Accounting Technician        | ER           | 4.00            |                 | 4.00          | 4.00            | 3.00            | (1.00)        |
| Assistant Treasurer-Tax Col  | C6           | 1.00            |                 | 1.00          | 1.00            | 0.00            | (1.00)        |
| Central Collections Supvr.   | EY           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| Collection Officer           | J5           | 5.00            |                 | 5.00          | 5.00            | 5.00            | 0.00          |
| Legal Secretary III          | C1/C2        | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| Public Investment Specialist | TBD          | 0.00            |                 | 0.00          | 1.00            | 1.00            | 1.00          |
| Sr Account Clerk             | FH           | 4.00            | 1.00            | 5.00          | 5.00            | 4.00            | 0.00          |
| Sr Accounting Tech           | JL           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| Tax Collections Supvr        | LA           | 1.00            |                 | 1.00          | 1.00            | 1.00            | 0.00          |
| <b>DEPARTMENTAL TOTAL</b>    |              | <b>20.50</b>    | <b>0.00</b>     | <b>20.50</b>  | <b>21.50</b>    | <b>18.50</b>    | <b>(2.00)</b> |

The table below provides the fixed asset detail recommended for budget index 731000.

| Budget Index<br>Sub Object-No. | Quantity | New (N)<br>Replacement (R) | Description             | Recommended<br>Amount |
|--------------------------------|----------|----------------------------|-------------------------|-----------------------|
| 73100018404                    | 1        | R                          | Server for NCR Remitter | \$ 3,300              |
| 73100018404                    | 1        | R                          | Network Printer         | 5,700                 |
| <b>Total</b>                   |          |                            |                         | <b>\$ 9,000</b>       |



# **SALARY RANGES FOR POSITIONS**

## Salary Ranges

| Range | Monthly Pay   | Range     | Monthly Pay   | Range     | Monthly Pay   |
|-------|---------------|-----------|---------------|-----------|---------------|
| ===== | =====         | =====     | =====         | =====     | =====         |
| 01    | 2465 - 3120   | B1        | 4846 - 6467   | FB        | 2264 - 2862   |
| 03    | 2096 - 2565   | B8        | 3931 - 5238   | FE        | 2392 - 3026   |
| 07    | 3231 - 4059   | B9        | 3096 - 3621   | FM        | 2642 - 3227   |
| 09    | 1170 - 1264   | BA        | 5867 - 6602   | FN        | 2492 - 3153   |
| 0A    | 6016 - 8065   | BB        | 2205 - 2718   | FT        | 2324 - 2914   |
| 13    | 2293 - 2815   | BD        | 3948 - 4995   | FX        | 2588 - 3272   |
| 1A    | 10800 - 14470 | BG        | 3153 - 3988   | G I       | 1633 - 2007   |
| 26    | 2066 - 2524   | BI        | 3740 - 4987   | G2        | 1796 - 2208   |
| 27    | 2049 - 2520   | BJ        | 3070 - 3883   | G3        | 1976 - 2428   |
| 29    | 2099 - 2654   | BK        | 2862 - 3621   | G4        | 5190 - 6916   |
| 2A    | 9999 - 13400  | BS        | 3246 - 4160   | G5        | 3269 - 3820   |
| 31    | 2050 - 2593   | BU        | 2846 - 3602   | G6        | 3581 - 4186   |
| 34    | 2200 - 2785   | BV        | 3162 - 4044   | G7        | 3935 - 4600   |
| 35    | 2300 - 2862   | BW        | 3312 - 4189   | G9        | 9256 - 10008  |
| 38    | 5340 - 6760   | C1        | 2869 - 3356   | GA        | 4857 - 6509   |
| 3B    | 9732 - 13041  | c 2       | 2612 - 3058   | GC        | 5099 - 6833   |
| 40    | 6427 - 6427   | c 3       | 5384 - 7179   | GF        | 11830 - 13041 |
| 41    | 6327 - 6327   | c 4       | 4418 - 5588   | HI        | 3113 - 3936   |
| 48    | 2765 - 3524   | C5        | 4900 - 6536   | H3        | 3461 - 4373   |
| 49    | 2976 - 3768   | C8        | 3860 - 4884   | H4        | 3766 - 4767   |
| 4A    | 9015 - 12078  | CF        | 2749 - 3477   | H8        | 3794 - 4767   |
| 4B    | 9183 - 12305  | CI        | 3503 - 4432   | H9        | 3571 - 4520   |
| 52    | 3045 - 3855   | CJ        | 4309 - 5742   | HC        | 4938 - 6619   |
| 55    | 3208 - 4059   | CR        | 2999 - 3792   | <b>HS</b> | 5144 - 6862   |
| 5B    | 8625 - 11563  | CY        | 4874 - 5271   | HT        | 3163 - 4056   |
| 61    | 3775 - 4775   | D1        | 1964 - 2406   | J6        | 2914 - 3685   |
| 77    | 1170 - 1170   | D7        | 5243 - 6990   | J7        | 1993 - 2446   |
| 7A    | 7221 - 9679   | DC        | 4191 - 5590   | J8        | 2115 - 2678   |
| 85    | 2560 - 3241   | DD        | 2699 - 3413   | JF        | 2345 - 2964   |
| 86    | 2837 - 3590   | DE        | 4609 - 6146   | JI        | 3636 - 4600   |
| 87    | 2801 - 3545   | DF        | 4921 - 6566   | JJ        | 2778 - 3515   |
| 88    | 1170 - 1170   | DF        | 4921 - 6566   | JK        | 2434 - 3078   |
| 8A    | 7105 - 9521   | DI        | 4191 - 5590   | <b>JL</b> | 2934 - 3711   |
| 8B    | 7237 - 9700   | DS        | 2976 - 3763   | JQ        | 3158 - 3994   |
| 9A    | 6522 - 8743   | DV        | 10064 - 11093 | JR        | 5384 - 7190   |
| A I   | 4618 - 5872   | DW        | 3851 - 4995   | JS        | 5384 - 7190   |
| A4    | 4787 - 6389   | E4        | 3749 - 4697   | JU        | 4025 - 5391   |
| A9    | 3619 - 4578   | E8        | 2253 - 2253   | JW        | 6373 - 8507   |
| AB    | 5845 - 7812   | E9        | 2888 - 3709   | K3        | 2395 - 3004   |
| AC    | 6859 - 9164   | EB        | 2654 - 3356   | K6        | 2083 - 2593   |
| AD    | 3973 - 5025   | EC        | 3241 - 4098   | K7        | 2224 - 2785   |
| AF    | 4848 - 6467   | EG        | 1283 - 1362   | KB        | 2099 - 2099   |
| AJ    | 3078 - 3602   | EH        | 1439 - 1531   | KC        | 2522 - 3189   |
| AK    | 1352 - 1428   | EJ        | 1614 - 1718   | KF        | 3832 - 5110   |
| AM    | 1574 - 1664   | EK        | 2973 - 3988   | KG        | 2271 - 2820   |
| AR    | 1283 - 1562   | <b>EY</b> | 3928 - 5240   | KJ        | 2149 - 2718   |
| AT    | 2018 - 2475   | F3        | 3942 - 4432   | KK        | 3021 - 3855   |
| AU    | 1439 - 1778   | F5        | 4687 - 5271   | KL        | 3132 - 3961   |
| AY    | 1492 - 1841   | F9        | 3224 - 4077   | KS        | 2231 - 2759   |
| AZ    | 1816 - 1934   | FB        | 2264 - 2862   | KY        | 2349 - 2971   |

## Salary Ranges

| Range | Monthly Pay   | Range | Monthly Pay  | Range | Monthly Pay  |
|-------|---------------|-------|--------------|-------|--------------|
| ===== | =====         | ===== | =====        | ===== | =====        |
| L1    | 3338 - 4449   | PM    | 3994 - 5323  | W1    | 4784 - 6379  |
| L2    | 4122 - 5238   | PR    | 4361 - 5820  | w 2   | 5248 - 6997  |
| L3    | 4701 - 6278   | R1    | 2026 - 2565  | w 3   | 5051 - 6736  |
| L5    | 4403 - 5872   | R2    | 2130 - 2725  | w 4   | 5269 - 7030  |
| L7    | 5697 - 7609   | R5    | 3070 - 3955  | W6    | 5389 - 7193  |
| LA    | 3612 - 4808   | R8    | 2673 - 3380  | W8    | 2577 - 3264  |
| LC    | 3754 - 5004   | RA    | 4839 - 6450  | WA    | 4072 - 4767  |
| LF    | 3900 - 5200   | RN    | 3463 - 4611  | WF    | 2716 - 3434  |
| LK    | 4158 - 5543   | SA    | 2648 - 3350  | WW    | 3740 - 4373  |
| LL    | 4380 - 5843   | SX    | 3288 - 4160  | WY    | 4562 - 6080  |
| LN    | 4136 - 5512   | T1    | 3021 - 3820  | X6    | 4006 - 5070  |
| LP    | 4304 - 5741   | T2    | 4787 - 6385  | x 7   | 4167 - 5271  |
| LS    | 4910 - 6555   | T5    | 5408 - 7214  | XA    | 3505 - 4432  |
| LV    | 4829 - 6441   | T6    | 4576 - 6094  | XB    | 4380 - 5538  |
| MI    | 4193 - 5588   | T9    | 5068 - 6769  | XF    | 3914 - 5215  |
| M3    | 4113 - 5482   | TC    | 1170 - 1170  | XK    | 3489 - 4373  |
| M6    | 2309 - 2848   | TE    | 3181 - 4240  | XP    | 3803 - 4810  |
| M8    | 3394 - 4519   | TG    | 5243 - 6990  | XU    | 6559 - 8790  |
| MA    | 2182 - 2759   | TH    | 4479 - 5663  | XV    | 5330 - 7138  |
| MF    | 4850 - 6472   | TJ    | 4241 - 5366  | YA    | 8355 - 11194 |
| MG    | 4574 - 6099   | TL    | 3125 - 3955  | YB    | 8025 - 10753 |
| MH    | 5737 - 7668   | TN    | 3664 - 4895  | YC    | 7803 - 10455 |
| MI    | 4872 - 6502   | UC    | 3557 - 4767  | YD    | 7727 - 10356 |
| MK    | 3786 - 5042   | UD    | 3851 - 5158  | YE    | 7512 - 10069 |
| ML    | 4966 - 6619   | UE    | 3758 - 5039  | YF    | 7370 - 9878  |
| MN    | 5566 - 7419   | UF    | 4127 - 5531  | YG    | 7448 - 9980  |
| MP    | 5153 - 6876   | UG    | 4063 - 5448  | YH    | 6647 - 8911  |
| MR    | 3942 - 5255   | UH    | 4463 - 5983  | YJ    | 6339 - 8493  |
| MS    | 4649 - 6203   | UJ    | 4782 - 6410  | YK    | 4465 - 5647  |
| MT    | 4228 - 5345   | UK    | 5002 - 6703  | YL    | 4472 - 5874  |
| MU    | 4968 - 6625   | UL    | 5127 - 6869  | YM    | 6311 - 8457  |
| MX    | 3945 - 4987   | UM    | 5030 - 6739  | YN    | 6131 - 8216  |
| MY    | 4491 - 5989   | UN    | 5729 - 7680  | YP    | 5893 - 7900  |
| N3    | 4245 - 5666   | UP    | 5748 - 7701  | YR    | 7725 - 10356 |
| N4    | 3969 - 5295   | UR    | 6030 - 8081  | YS    | 6840 - 9164  |
| N6    | 4853 - 6470   | US    | 6583 - 8821  | ZA    | 4323 - 5472  |
| N7    | 3976 - 5293   | UT    | 6907 - 9256  | ZB    | 5115 - 6470  |
| N9    | 4274 - 5699   | UT    | 6907 - 9256  | ZD    | 4621 - 5845  |
| NA    | 4089 - 5451   | UV    | 7559 - 10129 |       |              |
| NB    | 3936 - 4607   | UZ    | 5330 - 7143  |       |              |
| NH    | 4878 - 6172   | v 2   | 2740 - 3465  |       |              |
| NK    | 6122 - 8174   | VB    | 4380 - 5843  |       |              |
| NM    | 5378 - 6803   | VE    | 4772 - 6365  |       |              |
| NW    | 5800 - 7743   | VF    | 4020 - 4520  |       |              |
| P3    | 2460 - 3026   | VG    | 4080 - 4775  |       |              |
| P4    | 5082 - 6781   | VH    | 4732 - 5538  |       |              |
| PA    | 2921 - 3695   | VI    | 4702 - 5949  |       |              |
| PG    | 4363 - 5810   | VK    | 4508 - 5271  |       |              |
| PI    | 10200 - 11032 | VL    | 5569 - 7042  |       |              |
| PL    | 3834 - 5113   | VP    | 2690 - 3477  |       |              |

# **2002-03 BUDGET SUMMARIES**

**County of Santa Cruz**  
State of California  
Summary of County Budget  
for Fiscal Year 2002-03

| District                           | Available Financing   |   |   |                                 | Financing Requirements         |   |                                    |
|------------------------------------|---|---|---|---------------------------------|--------------------------------|---|------------------------------------|
|                                    | Fund Balance<br>Unreserved/<br>Undesignated<br>June 30,2002 | Cancellation<br>of Prior Year<br>Reserves | Estimated<br>Additional<br>Financing<br>Sources | Total<br>Available<br>Financing | Estimated<br>Financing<br>Uses | Provision<br>for Reserves<br>and/or<br>Designations | Total<br>Financing<br>Requirements |
| <b>County Wide Funds</b>           |   |   |   |                                 |                                |   |                                    |
| General Fund                       | \$15,490,936  | 3,475,000                                 | 292,712,725                                     | \$311,678,661                   | 309,678,661                    | 2,000,000   | \$311,678,661                      |
| Foad Fund                          | 4,543,658   | 0   | 27,713,820                                      | 32,257,478                      | 32,257,478                     | 0   | 32,257,478                         |
| Housing                            | 286,535   | 0   | 39,640  | 326,175                         | 234,913                        | 91,262  | 326,175                            |
| Off-Highway                        | 5,232   | 16,072                                    | 4,750   | 26,054                          | 26,054                         | 0   | 26,054                             |
| Park Dedication - La Selva         | 0   | 0   | 6,724   | 6,724                           | 6,724                          | 0   | 6,724                              |
| Park Dedication - Aptos            | 28,881  | 0   | 88,285  | 117,166                         | 117,166                        | 0   | 117,166                            |
| Park Dedication - Live Oak         | 64,392  | 0   | 75,000  | 139,392                         | 139,392                        | 0   | 139,392                            |
| Park Dedication - Pajaro           | 0   | 0   | 26,761  | 26,761                          | 26,761                         | 0   | 26,761                             |
| Park Dedication - San Andreas      | 937   | 0   | 7,851   | 8,788                           | 8,788                          | 0   | 8,788                              |
| Park Dedication - Carbonera        | 8,065   | 0   | 28,000  | 36,065                          | 36,065                         | 0   | 36,065                             |
| Park Dedication - Soquel           | 91,871  | 0   | 60,000  | 151,871                         | 151,871                        | 0   | 151,871                            |
| Park Dedication - San Lorenzo      | 0   | 0   | 70,438  | 70,438                          | 70,438                         | 0   | 70,438                             |
| Park Dedication - Aptos Hills      | 2,204   | 0   | 14,450  | 16,654                          | 16,654                         | 0   | 16,654                             |
| Park Dedication - Skyline          | 118,177   | 0   | 7,514   | 125,691                         | 125,691                        | 0   | 125,691                            |
| Park Dedication - Summit           | 22,756  | 0   | 16,184  | 38,940                          | 38,940                         | 0   | 38,940                             |
| Park Dedication - Eureka           | 0   | 0   | 11,560  | 11,560                          | 11,560                         | 0   | 11,560                             |
| Park Dedication - North Coast      | 0   | 0   | 1,156   | 1,156                           | 1,156                          | 0   | 1,156                              |
| Park Dedication - Bonny Doon       | 174,682   | 0   | 16,184  | 190,866                         | 190,866                        | 0   | 190,866                            |
| Park Dedication - Salsipuedes      | 29,102  | 0   | 3,468   | 32,570                          | 32,570                         | 0   | 32,570                             |
| Park Dedication - Alba Rec         | 11  | 0   | 10  | 21                              | 21                             | 0   | 21                                 |
| Park Dedication - Boulder Creek F  | 3,334   | 0   | 7,500   | 10,834                          | 10,834                         | 0   | 10,834                             |
| Park Dedication - La Selva Rec     | 5,652   | 0   | 6,500   | 12,152                          | 12,152                         | 0   | 12,152                             |
| Park Dedication - Opal Rec         | 0   | 0   | 2,400   | 2,400                           | 2,400                          | 0   | 2,400                              |
| Park Dedication - CERTS Reserve    | 344,924   | 0   | 126,000   | 470,924                         | 103,125                        | 367,799   | 470,924                            |
| Park Dedication - Fund Interest    | 43,425  | 0   | 50,000  | 93,425                          | 93,425                         | 0   | 93,425                             |
| Transportation                     | 75,260  | 2,714                                     | 170,809   | 248,783                         | 248,783                        | 0   | 248,783                            |
| Fish and Game                      | 8,548   | 11,092                                    | 109,500   | 129,140                         | 129,140                        | 0   | 129,140                            |
| HSS Public Authority               | 0   | 0   | 4,020,337                                       | 4,020,337                       | 4,020,337                      | 0   | 4,020,337                          |
| Art in Public Places               | 21  | 0   | 107,950   | 107,971                         | 107,971                        | 0   | 107,971                            |
| State Park Bonds                   | 0   | 0   | 0   | 0                               | 0                              | 0   | 0                                  |
| Housing - In Lieu                  | 1,185,971   | 64,029                                    | 50,000  | 1,300,000                       | 1,300,000                      | 0   | 1,300,000                          |
| Housing - Paloma Del Mar           | (15,409)  | 35,809                                    | 35,000  | 55,400                          | 55,400                         | 0   | 55,400                             |
| OBDO                               | (1,758)   | 3,598                                     | 800   | 2,640                           | 2,640                          | 0   | 2,640                              |
| <b>Total County Wide</b>           | <b>\$22,517,407</b>   | <b>\$3,608,314</b>                        | <b>\$325,591,316</b>                            | <b>\$351,717,037</b>            | <b>\$349,257,976</b>           | <b>\$2,459,061</b>                                  | <b>\$351,717,037</b>               |
| Library Fund                       | 189,286   | 0   | 3,146,688                                       | 3,335,974                       | 3,335,974                      | 0   | 3,335,974                          |
| County Fire Department             | 483,759   | 0   | 2,632,940                                       | 3,116,699                       | 3,070,863                      | 45,836  | 3,116,699                          |
| <b>Total Less Than County Wide</b> | <b>\$673,045</b>  | <b>\$0</b>                                | <b>\$5,779,628</b>                              | <b>\$6,452,673</b>              | <b>\$6,406,837</b>             | <b>\$45,836</b>                                     | <b>\$6,452,673</b>                 |
| <b>Total County Budget</b>         | <b>\$23,190,452</b>   | <b>\$3,608,314</b>                        | <b>\$331,370,944</b>                            | <b>\$358,169,710</b>            | <b>\$355,664,813</b>           | <b>\$2,504,897</b>                                  | <b>\$358,169,710</b>               |
| Board Governed Special Districts   | \$33,904,880  | \$9,158,732                               | \$60,314,534                                    | 103,378,146                     | \$97,970,636                   | \$5,407,510   | \$103,378,146                      |
| <b>Total All Funds</b>             | <b>\$57,095,332</b>   | <b>\$12,767,046</b>                       | <b>\$391,685,478</b>                            | <b>\$461,547,856</b>            | <b>\$453,635,449</b>           | <b>\$7,912,407</b>                                  | <b>\$461,547,856</b>               |

**County of Santa Cruz**  
State of California  
Analysis of Fund Balance Designated/Undesignated  
As of June 30, 2002

|  | Fund Balance<br>as of<br>June 30, 2002<br>Actual ____<br>Estimated XX | Less Fund Balance Reserved/Designated At June 30 |                                |              | Fund Balance<br>Unreserved/<br>Undesignated<br>June 30, 2002<br>Estimated |
|--|---|--|--------------------------------|--------------|---|
|  |   | Encumbrances                                     | General<br>& Other<br>Reserves | Designations |   |

**County Wide Funds**

|                                     |                     |            |            |                     |                     |
|-------------------------------------|---------------------|------------|------------|---------------------|---------------------|
| General Fund                        | 24,673,204          |            |            | 9,182,268           | \$15,490,936        |
| Road Fund                           | 4,543,658           |            |            | 0                   | 4,543,658           |
| Housing                             | 286,840             |            |            | 305                 | 286,535             |
| Off-Highway                         | 21,304              |            |            | 16,072              | 5,232               |
| Park Dedication - La Selva          | 0                   |            |            | 0                   | 0                   |
| Park Dedication - Aptos             | 28,881              |            |            | 0                   | 28,881              |
| Park Dedication - Live Oak          | 64,392              |            |            | 0                   | 64,392              |
| Park Dedication - Pajaro            | 0                   |            |            | 0                   | 0                   |
| Park Dedication - San Andreas       | 937                 |            |            | 0                   | 937                 |
| Park Dedication - Carbonera         | 8,065               |            |            | 0                   | 8,065               |
| Park Dedication - Soquel            | 91,871              |            |            | 0                   | 91,871              |
| Park Dedication - San Lorenzo       | 0                   |            |            | 0                   | 0                   |
| Park Dedication - Aptos Hills       | 2,204               |            |            | 0                   | 2,204               |
| Park Dedication - Skyline           | 118,177             |            |            | 0                   | 118,177             |
| Park Dedication - Summit            | 22,756              |            |            | 0                   | 22,756              |
| Park Dedication - Eureka            | 0                   |            |            | 0                   | 0                   |
| Park Dedication - North Coast       | 0                   |            |            | 0                   | 0                   |
| Park Dedication - Bonny Doon        | 174,682             |            |            | 0                   | 174,682             |
| Park Dedication - Salsipuedes       | 29,102              |            |            | 0                   | 29,102              |
| Park Dedication - Alba Rec          | 11                  |            |            | 0                   | 11                  |
| Park Dedication - Boulder Creek Rec | 3,334               |            |            | 0                   | 3,334               |
| Park Dedication - La Selva Rec      | 5,652               |            |            | 0                   | 5,652               |
| Park Dedication - Opal Rec          | 0                   |            |            | 0                   | 0                   |
| Park Dedication - CERTS Reserve     | 344,924             |            |            | 0                   | 344,924             |
| Park Dedication - Fund Interest     | 43,425              |            |            | 0                   | 43,425              |
| Transportation                      | 77,974              |            |            | 2,714               | 75,260              |
| Fish and Game                       | 36,375              |            |            | 27,827              | 8,548               |
| IHSS Public Authority               | 0                   |            |            | 0                   | 0                   |
| Art in Public Places                | 21                  |            |            | 0                   | 21                  |
| State Park Bonds                    | 0                   |            |            | 0                   | 0                   |
|                                     |                     |            |            |                     |                     |
| Housing - In Lieu                   | 1,334,662           |            |            | 148,691             | 1,185,971           |
| Housing - Paloma Del Mar            | 786,942             |            |            | 802,351             | (15,409)            |
| CBDG                                | 6,691               |            |            | 8,449               | (1,758)             |
| <b>Total County Wide</b>            | <b>\$32,706,084</b> | <b>\$0</b> | <b>\$0</b> | <b>\$10,188,677</b> | <b>\$22,517,407</b> |
|                                     |                     |            |            |                     |                     |
| Library Fund                        | 408,899             |            |            | 219,613             | 189,286             |
| County Fire Department              | 828,351             |            |            | 344,592             | 483,759             |
| <b>Total Less Than County Wide</b>  | <b>\$1,237,250</b>  | <b>\$0</b> | <b>\$0</b> | <b>\$564,205</b>    | <b>\$673,045</b>    |
|                                     |                     |            |            |                     |                     |
| <b>Total County Budget</b>          | <b>\$33,943,334</b> | <b>\$0</b> | <b>\$0</b> | <b>\$10,752,882</b> | <b>\$23,190,452</b> |

**County of Santa Cruz**  
State of California  
Detail of Provision for Reserves/Designations  
for Fiscal Year 2002-03

| District                            | Reserves1<br>Designations<br>Balance<br>as of<br>June 30,2002 | Amount Made Availablefor<br>Financing by cancellation |                                  | Incr. or New Resv/Designation<br>to be Provided in Budget Year |                                  | Total<br>Reserves<br>Designations<br>for Budget<br>Year | Fund/<br>Sub Fund |
|-------------------------------------|---|---|----------------------------------|--|----------------------------------|---|-------------------|
|                                     |   | Recommended   | Appr.<br>by the<br>Board of Sup. | Recommended  | Appr.<br>by the<br>Board of Sup. |   |                   |
| County Wide Funds                   |   |   |                                  |  |                                  |   |                   |
| General Fund                        | \$9,182,268   | \$3,475,000   |                                  | \$2,000,000  |                                  | \$7,707,268   | 10000             |
| Road Fund                           | 0   | 0   |                                  | 0  |                                  | 0   | 25000             |
| Housing                             | 305   | 0   |                                  | 91,262   |                                  | 91,567  | 21025             |
| Off-Highway                         | 16,072  | 16,072  |                                  | 0  |                                  | 0   | 21110             |
| Park Dedication - La Selva          | 0   | 0   |                                  | 0  |                                  | 0   | 21120             |
| Park Dedication - Aptos             | 0   | 0   |                                  | 0  |                                  | 0   | 21125             |
| Park Dedication - Live Oak          | 0   | 0   |                                  | 0  |                                  | 0   | 21130             |
| Park Dedication - Pajaro            | 0   | 0   |                                  | 0  |                                  | 0   | 21135             |
| Park Dedication - San Andreas       | 0   | 0   |                                  | 0  |                                  | 0   | 21140             |
| Park Dedication - Carbonera         | 0   | 0   |                                  | 0  |                                  | 0   | 21145             |
| Park Dedication - Soquel            | 0   | 0   |                                  | 0  |                                  | 0   | 21150             |
| Park Dedication - San Lorenzo       | 0   | 0   |                                  | 0  |                                  | 0   | 21155             |
| Park Dedication - Aptos Hills       | 0   | 0   |                                  | 0  |                                  | 0   | 21160             |
| Park Dedication - Skyline           | 0   | 0   |                                  | 0  |                                  | 0   | 21165             |
| Park Dedication - Summit            | 0   | 0   |                                  | 0  |                                  | 0   | 21170             |
| Park Dedication - Eureka            | 0   | 0   |                                  | 0  |                                  | 0   | 21175             |
| Park Dedication - North Coast       | 0   | 0   |                                  | 0  |                                  | 0   | 21180             |
| Park Dedication - Bonny Doon        | 0   | 0   |                                  | 0  |                                  | 0   | 21185             |
| Park Dedication - Salsipuedes       | 0   | 0   |                                  | 0  |                                  | 0   | 21190             |
| Park Dedication - Alba Rec          | 0   | 0   |                                  | 0  |                                  | 0   | 21195             |
| Park Dedication - Boulder Creek Rec | 0   | 0   |                                  | 0  |                                  | 0   | 21200             |
| Park Dedication - La Selva Rec      | 0   | 0   |                                  | 0  |                                  | 0   | 21205             |
| Park Dedication - Opal Rec          | 0   | 0   |                                  | 0  |                                  | 0   | 21210             |
| Park Dedication - CERTS Reserve     | 0   | 0   |                                  | 367,799  |                                  | 367,799   | 21215             |
| Park Dedication - Fund Interest     | 0   | 0   |                                  | 0  |                                  | 0   | 21216             |
| Transportation                      | 2,714   | 2,714   |                                  | 0  |                                  | 0   | 21220             |
| Fish and Game                       | 27,827  | 11,092  |                                  | 0  |                                  | 16,735  | 21225             |
| IHSS Public Authority               | 0   | 0   |                                  | 0  |                                  | 0   | 21105             |
| Art in Public Places                | 0   | 0   |                                  | 0  |                                  | 0   | 21300             |
| State Park Bonds                    | 0   | 0   |                                  | 0  |                                  | 0   | 21310             |
|                                     |   |   |                                  |  |                                  |   |                   |
| Housing - In Lieu                   | 148,691   | 64,029  |                                  | 0  |                                  | 84,662  | 21027             |
| Housing - Paloma Del Mar            | 802,351   | 35,809  |                                  | 0  |                                  | 766,542   | 21028             |
| CBDG                                | 8,449   | 3,598   |                                  | 0  |                                  | 4,851   | 21026             |
| Total County Wide                   | \$10,188,677  | \$3,608,314   |                                  | \$2,459,061  |                                  | \$9,039,424   |                   |
|                                     |   |   |                                  |  |                                  |   |                   |
| Library Fund                        | 219,613   | 0   |                                  | 0  |                                  | 219,613   | 26100             |
| County Fire Department              | 344,592   | 0   |                                  | 45,836   |                                  | 390,428   | 26105             |
| Total Less Than County Wide         | \$564,205   | \$0   |                                  | \$45,836   |                                  | \$610,041   |                   |
|                                     |   |   |                                  |  |                                  |   |                   |
| Total County Budget                 | \$10,752,882  | \$3,608,314   |                                  | \$2,504,897  |                                  | \$9,649,465   |                   |

**County of Santa Cruz**  
State of California  
Summary of Estimated Additional Financing Sources  
for Fiscal Year 2002-03

| DESCRIPTION | Actual<br>2000-01 | 2001-02<br>Allow | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 |
|-------------|-------------------|------------------|----------------------|----------------------|------------------------|
|-------------|-------------------|------------------|----------------------|----------------------|------------------------|

**Summarization by Source**

|                                    |                      |                      |                      |                      |                      |
|------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Taxes                              | \$54,221,753         | \$53,370,203         | \$52,491,750         | <b>\$46,293,097</b>  | <b>\$46,293,097</b>  |
| Licenses, Permits and Franchises   | 7,412,692            | 7,489,185            | 7,447,039            | 7,527,310            | 7,607,196            |
| Fines, Forfeitures and Assessments | 4,182,447            | 4,784,233            | 4,104,724            | 4,221,685            | 4,239,322            |
| Use of Money and Property          | 7,854,818            | 4,115,710            | 3,989,410            | 4,095,480            | 4,095,480            |
| Inter Governmental Revenues        | 159,151,551          | 203,517,042          | <b>184,848,550</b>   | <b>188,543,738</b>   | 189,149,246          |
| Charges for Services               | 34,210,798           | 40,223,726           | 38,440,936           | 43,625,393           | 41,814,423           |
| Miscellaneous Revenues             | 4,704,146            | 8,545,408            | 5,911,324            | 8,677,110            | 8,656,538            |
| Other Financing Sources            | 31,156,542           | 27,087,110           | 28,631,815           | 28,781,364           | 29,338,364           |
| Other Government Unit Revenues     | 245,049              | 340,544              | 473,544              | 177,278              | 177,278              |
| <b>Total Revenues</b>              | <b>\$303,139,796</b> | <b>\$349,473,161</b> | <b>\$326,339,092</b> | <b>\$331,942,455</b> | <b>\$331,370,944</b> |

County of Santa Cruz  
State of California  
Analysis of Financing Sources by Fund  
for Fiscal Year 2002-03

| DESCRIPTION | Actual<br>2000-01 | 2001-02<br>Allow | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund<br>No. |
|-------------|-------------------|------------------|----------------------|----------------------|------------------------|-------------|
|-------------|-------------------|------------------|----------------------|----------------------|------------------------|-------------|

Taxes

|       |                  |              |              |              |              |                    |
|-------|------------------|--------------|--------------|--------------|--------------|--------------------|
| 90100 | PROPERTY TAX-CU  | \$25,767,506 | \$27,827,017 | \$27,798,246 | \$29,744,123 | \$29,744,123 10000 |
| 90100 | PROPERTY TAX-CU  | 2,473,170    | 2,658,435    | 2,690,105    | 2,876,316    | 2,876,316 26100    |
| 90100 | PROPERTY TAX-CU  | 1,036,758    | 1,139,506    | 1,139,506    | 1,202,100    | 1,202,100 26105    |
| 90110 | PROPERTY TAX-CU  | 939,230      | 1,037,526    | 1,082,884    | 944,526      | 944,526 10000      |
| 90110 | PROPERTY TAX-CU  | 90,984       | 92,186       | 101,545      | 101,545      | 101,545 26100      |
| 90110 | PROPERTY TAX-CU  | 38,420       | 43,073       | 44,333       | 39,056       | 39,056 26105       |
| 90130 | PROPERTY TAX-PR  | (6,311)      | 0            | 5,011        | 5,011        | 5,011 10000        |
| 90130 | PROPERTY TAX-PR  | (257)        | 0            | 205          | 0            | 0 26105            |
| 90130 | PROPERTY TAX-PR  | (610)        | 0            | 898          | 0            | 0 26100            |
| 90140 | COSTS FOR DELIN  | 76,280       | 80,000       | 80,000       | 80,000       | 80,000 10000       |
| 90141 | NON-RESPONSE PE  | 3,130        | 0            | 512          | 0            | 0 10000            |
| 90142 | PENALTIES FOR D  | 1,358,583    | 1,000,000    | 1,150,000    | 1,000,000    | 1,000,000 10000    |
| 90143 | REDEMPTION PENA  | 1,900,000    | 1,500,000    | 1,500,000    | 1,500,000    | 1,500,000 10000    |
| 90150 | SUPPLEMENTAL PR  | 1,248,444    | 757,933      | 1,200,000    | 900,000      | 900,000 10000      |
| 90150 | SUPPLEMENTAL PR  | 112,214      | 40,000       | 102,171      | 100,000      | 100,000 26100      |
| 90150 | SUPPLEMENTAL PR  | 46,390       | 38,000       | 38,000       | 38,000       | 38,000 26105       |
| 90151 | SUPPLEMENTAL PR  | 9,997        | 12,000       | 15,526       | 15,526       | 15,526 10000       |
| 90151 | SUPPLEMENTAL PR  | 371          | 0            | 584          | 0            | 0 26105            |
| 90151 | SUPPLEMENTAL PR  | 898          | 0            | 1,402        | 0            | 0 26100            |
| 90161 | SUPPLEMENTAL PR  | 21           | 0            | 1,935        | 1,935        | 1,935 10000        |
| 90161 | SUPPLEMENTAL PR  | 1            | 0            | 92           | 0            | 0 26105            |
| 90161 | SUPPLEMENTAL PR  | 2            | 0            | 222          | 0            | 0 26100            |
| 90173 | SALES AND USE T  | 3,334,337    | 3,197,228    | 3,082,920    | 2,919,875    | 2,919,875 10000    |
| 90190 | AIRCRAFT TAX     | 87,725       | 87,724       | 110,824      | 110,824      | 110,824 10000      |
| 90194 | DEED TRANSFER T  | 1,867,375    | 1,134,579    | 1,554,894    | 1,350,000    | 1,350,000 10000    |
| 90197 | IN-LIEU TAXES O  | 0            | 15,581       | 19,716       | 19,716       | 19,716 10000       |
| 90197 | IN-LIEU TAXES O  | 0            | 0            | 675          | 0            | 0 26100            |
| 90204 | STATE REDEMP TIO | 0            | 0            | 0            | 0            | 0 10000            |
| 90206 | TRANSIENT OCCUP  | 4,081,914    | 2,956,436    | 3,344,544    | 3,344,544    | 3,344,544 10000    |
| 90208 | UTILITY TAX      | 9,755,181    | 9,752,979    | 7,425,000    | 0            | 0 10000            |
| Total |                  | \$54,221,753 | \$53,370,203 | \$52,491,750 | \$46,293,097 | \$46,293,097       |

Licenses, Permits and Franchises

|       |                 |           |           |           |           |                 |
|-------|-----------------|-----------|-----------|-----------|-----------|-----------------|
| 90230 | ANIMAL LICENSES | 31,729    | 92,500    | 56,500    | 92,500    | 92,500 10000    |
| 90250 | CONSTRUCTION PE | 2,399,211 | 2,300,000 | 2,100,000 | 2,203,482 | 2,203,482 10000 |
| 90252 | WATER WELL PERM | 42,101    | 43,540    | 43,540    | 43,540    | 45,717 10000    |
| 90254 | WATER WELL PERM | 5,952     | 4,416     | 4,416     | 4,416     | 4,637 10000     |

**County of Santa Cruz**  
State of California  
Analysis of Financing Sources **by** Fund  
for Fiscal Year 2002-03

| DESCRIPTION           | Actual<br>2000-01 | 2001-02<br>Allow | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund<br>No. |
|-----------------------|-------------------|------------------|----------------------|----------------------|------------------------|-------------|
| 90260 GRADING PERMITS | 339,546           | 340,000          | 325,478              | 351,675              | 351,675                | 10000       |
| 90262 ROAD PRIVELEDGE | 69,828            | 60,000           | 70,000               | 72,000               | 72,000                 | 10000       |
| 90272 ZONING PERMITS  | 697,985           | 675,000          | 600,000              | 653,571              | 653,571                | 10000       |
| 90280 CABLE TV FRANCH | 1,700             | 25,000           | 25,000               | 25,000               | 25,000                 | 10000       |
| 90284 GARBAGE COLLECT | 884,357           | 964,352          | 967,000              | 967,000              | 967,000                | 10000       |
| 90288 PUBLIC UTILITY  | 687,689           | 687,688          | 814,005              | 750,000              | 750,000                | 10000       |
| 90290 TV TRANSCRIPT F | 943,928           | 943,926          | 1,035,000            | 975,000              | 975,000                | 10000       |
| 90300 ALTERNATIVE SEW | 46,370            | 34,323           | 34,323               | 34,323               | 36,039                 | 10000       |
| 90302 AMBULANCE OPERA | 675               | 600              | 600                  | 1,000                | 1,000                  | 10000       |
| 90306 BURGLAR ALARM L | 3,650             | 5,000            | 2,133                | 3,200                | 3,200                  | 10000       |
| 90308 DOMESTIC VIOLEN | 62,129            | 60,000           | 60,000               | 60,000               | 60,000                 | 10000       |
| 90310 EMPLOYEE HOUSIN | 6,240             | 8,061            | 8,061                | 8,061                | 8,464                  | 10000       |
| 90312 ENVIRONMENTAL F | 975               | 1,000            | 3,000                | 2,700                | 2,700                  | 10000       |
| 90314 FOOD PERMITS    | 458,753           | 503,151          | 503,151              | 503,151              | 528,309                | 10000       |
| 90316 INDIVIDUAL SEWA | 121,329           | 133,000          | 133,000              | 133,000              | 139,650                | 10000       |
| 90318 INDIVIDUAL WATE | 4,929             | 6,958            | 6,958                | 6,958                | 7,306                  | 10000       |
| 90320 KENNEUPET SHOP  | 974               | 980              | 980                  | 980                  | 1,029                  | 10000       |
| 90324 MONITORING WELL | 12,840            | 9,605            | 9,605                | 9,605                | 10,085                 | 10000       |
| 90326 OPERATING PERMI | 27,906            | 39,925           | 39,925               | 20,000               | 16,000                 | 10000       |
| 90328 ORGANIZED CAMP  | 19,406            | 21,681           | 21,681               | 21,681               | 22,765                 | 10000       |
| 90330 OTHER LICENSES  | 66,226            | 45,800           | 100,004              | 101,788              | 103,258                | 10000       |
| 90332 PRIVATE PATROL  | 60                | 80               | 80                   | 80                   | 80                     | 10000       |
| 90334 PUBLIC SWIMMING | 104,540           | 124,277          | 124,277              | 124,277              | 130,491                | 10000       |
| 90336 SECOND HAND DEA | 93,131            | 93,024           | 93,024               | 93,024               | 97,675                 | 10000       |
| 90338 SEPTIC REPAIR P | 14,063            | 7,400            | 7,400                | 7,400                | 7,770                  | 10000       |
| 90340 SEPTIC TANK REP | 188,386           | 184,527          | 184,527              | 184,527              | 193,753                | 10000       |
| 90342 SMALL PUBLIC WA | 65,959            | 62,691           | 62,691               | 62,691               | 85,826                 | 10000       |
| 90344 STATE SMALL WAT | 10,125            | 10,680           | 10,680               | 10,680               | 11,214                 | 10000       |

|              |                    |                    |                    |                    |                    |  |
|--------------|--------------------|--------------------|--------------------|--------------------|--------------------|--|
| <b>Total</b> | <b>\$7,412,692</b> | <b>\$7,489,185</b> | <b>\$7,447,039</b> | <b>\$7,527,310</b> | <b>\$7,607,196</b> |  |
|--------------|--------------------|--------------------|--------------------|--------------------|--------------------|--|

**Fines, Forfeitures and Assessments**

|                       |        |         |        |        |        |       |
|-----------------------|--------|---------|--------|--------|--------|-------|
| 90346 TRANSFER OF PER | \$60   | \$1,404 | \$0    | \$0    | \$0    | 10000 |
| 90362 DRINKING DRIVER | 0      | 75,470  | 75,470 | 75,470 | 92,737 | 10000 |
| 90364 DUI FINES       | 17,593 | 19,000  | 21,000 | 21,000 | 21,000 | 10000 |
| 90365 HELMET FINES-VC | 1,749  | 3,625   | 3,104  | 3,135  | 3,135  | 10000 |
| 90366 UNINSURED MOTOR | 31,938 | 31,000  | 34,883 | 35,000 | 35,000 | 10000 |
| 90368 ROAD FINES      | 32,503 | 33,000  | 30,345 | 33,000 | 33,000 | 10000 |
| 90370 VEHICLE CODE FI | 9,250  | 8,500   | 1,542  | 8,500  | 8,500  | 10000 |
| 90370 VEHICLE CODE FI | 28     | 0       | 0      | 0      | 0      | 25100 |

**County of Santa Cruz**  
State of California  
Analysis of Financing Sources by Fund  
for Fiscal Year 2002-03

| DESCRIPTION           | Actual<br>2000-01  | 2001-02<br>Allow   | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund<br>No. |
|-----------------------|--------------------|--------------------|----------------------|----------------------|------------------------|-------------|
| 90382 FINES-CRIMINAL  | 900,000            | 988,900            | 952,400              | 900,000              | 900,000                | 10000       |
| 90383 FINES-COURTHOUS | 0                  | 15,000             | 0                    | 0                    | 0                      | 10000       |
| 90384 FISH & GAME FIN | 15,151             | 3,000              | 4,500                | 104,500              | 104,500                | 21225       |
| 90384 FISH & GAME FIN | 0                  | 0                  | 675                  | 0                    | 0                      | 10000       |
| 90385 DOMESTIC VIOLEN | 0                  | 0                  | 71                   | 0                    | 0                      | 10000       |
| 90386 GENERAL FINES   | 484,793            | 700,000            | 466,937              | 500,000              | 500,000                | 10000       |
| 90388 LITTER FINES    | 3,865              | 4,000              | 5,102                | 5,500                | 5,500                  | 10000       |
| 90390 LOCAL CRIME PRE | 277                | 300                | 198                  | 300                  | 300                    | 10000       |
| 90392 MISCELLANEOUS F | 12,210             | 54,281             | 55,685               | 55,685               | 55,755                 | 10000       |
| 90396 NIGHT COURT ASS | 17,150             | 17,000             | 16,215               | 17,000               | 17,000                 | 10000       |
| 90400 PARKING METER F | 232,362            | 250,000            | 250,000              | 250,000              | 250,000                | 10000       |
| 90401 PARKING PENALTY | 244,400            | 260,000            | 201,091              | 210,000              | 210,000                | 10000       |
| 90402 CO GF-TRAFFIC V | 321,591            | 400,000            | 356,309              | 360,000              | 360,000                | 10000       |
| 90403 CO GF-\$24 ADDL | 167,081            | 175,000            | 195,278              | 200,000              | 200,000                | 10000       |
| 90405 CO GF-CITY ARRE | 119,457            | 135,000            | 99,916               | 110,000              | 110,000                | 10000       |
| 90406 CO GF-CO ARREST | 665,709            | 700,000            | 622,337              | 650,000              | 650,000                | 10000       |
| 90407 CO GF-ASSESSMEN | 552,077            | 610,000            | 502,960              | 510,000              | 510,000                | 10000       |
| 90410 AGRICULTURAL CO | 400                | 1,000              | 1,076                | 1,000                | 1,000                  | 10000       |
| 90414 DRUG FORFEITURE | 164,803            | 185,853            | 103,421              | 95,595               | 95,595                 | 10000       |
| 90416 ENVIRONMENTAL H | 7,639              | 6,000              | 6,000                | 6,000                | 6,300                  | 10000       |
| 90418 JUDGEMENTS & DA | 101,216            | 22,000             | 44,009               | 20,000               | 20,000                 | 10000       |
| 90422 PROBATION IMPOS | 22,845             | 39,900             | 26,200               | 26,000               | 26,000                 | 10000       |
| 90426 CIVIL PENALTIES | 56,300             | 45,000             | 28,000               | 24,000               | 24,000                 | 10000       |
| <b>Total</b>          | <b>\$4,182,447</b> | <b>\$4,704,233</b> | <b>\$4,104,724</b>   | <b>\$4,221,685</b>   | <b>\$4,239,322</b>     |             |

**Use of Money and Property**

|                |             |             |             |             |             |       |
|----------------|-------------|-------------|-------------|-------------|-------------|-------|
| 90430 INTEREST | \$3,979,623 | \$2,300,000 | \$2,100,000 | \$2,300,000 | \$2,300,000 | 10000 |
| 90430 INTEREST | 543,783     | 150,000     | 271,000     | 150,000     | 150,000     | 25100 |
| 90430 INTEREST | 95,889      | 100,000     | 46,443      | 50,000      | 50,000      | 21216 |
| 90430 INTEREST | 71,274      | 50,000      | 52,471      | 50,000      | 50,000      | 21027 |
| 90430 INTEREST | 64,203      | 49,500      | 40,700      | 40,000      | 40,000      | 26105 |
| 90430 INTEREST | 51,537      | 45,000      | 25,391      | 35,000      | 35,000      | 21028 |
| 90430 INTEREST | 14,357      | 15,000      | 6,556       | 10,000      | 10,000      | 21215 |
| 90430 INTEREST | 21,141      | 10,000      | 10,353      | 10,000      | 10,000      | 21025 |
| 90430 INTEREST | 3,693       | 2,500       | 1,800       | 5,000       | 5,000       | 21225 |
| 90430 INTEREST | 7,092       | 5,500       | 2,466       | 3,500       | 3,500       | 21200 |
| 90430 INTEREST | 3,016       | 2,500       | 1,184       | 1,500       | 1,500       | 21205 |
| 90430 INTEREST | 5,080       | 4,000       | 1,066       | 1,000       | 1,000       | 21110 |
| 90430 INTEREST | 961         | 800         | 514         | 400         | 400         | 21210 |

**County of Santa Cruz**  
State of California  
Analysis of Financing Sources by Fund  
for Fiscal Year 2002-03

| DESCRIPTION           | Actual<br>2000-01  | 2001-02<br>Allow   | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund<br>No. |
|-----------------------|--------------------|--------------------|----------------------|----------------------|------------------------|-------------|
| 90430 INTEREST        | 4,495              | 3,000              | 1,483                | 200                  | 200                    | 21026       |
| 90430 INTEREST        | 57                 | 10                 | 8                    | 10                   | 10                     | 21195       |
| 90430 INTEREST        | 4,711              | 0                  | 5,738                | 0                    | 0                      | 21220       |
| 90430 INTEREST        | (162)              | 0                  | (151)                | 0                    | 0                      | 21300       |
| 90430 INTEREST        | 0                  | 0                  | 0                    | 0                    | 0                      | 21105       |
| 90434 INTEREST-TRANS  | 2,071,260          | 500,000            | 500,000              | 500,000              | 500,000                | 10000       |
| 90435 INTEREST-NON CO | 98,697             | 26,000             | 55,565               | 20,000               | 20,000                 | 10000       |
| 90436 INTEREST LOAN P | 11,313             | 4,000              | 22,856               | 4,000                | 4,000                  | 21025       |
| 90436 INTEREST LOAN P | 4,877              | 100                | 73                   | 100                  | 100                    | 21026       |
| 90436 INTEREST LOAN P | 0                  | 0                  | 242                  | 0                    | 0                      | 10000       |
| 90440 RENTS & CONCESS | 779,807            | 827,200            | 825,554              | 896,970              | 896,970                | 10000       |
| 90440 RENTS & CONCESS | 11,315             | 12,300             | 12,000               | 12,300               | 12,300                 | 26105       |
| 90440 RENTS & CONCESS | 5,305              | 7,000              | 5,000                | 5,500                | 5,500                  | 25100       |
| 90440 RENTS & CONCESS | 300                | 0                  | 0                    | 0                    | 0                      | 21027       |
| 90444 STORAGE USE     | 1,194              | 1,300              | 1,098                | 0                    | 0                      | 10000       |
| <b>Total</b>          | <b>\$7,854,818</b> | <b>\$4,115,710</b> | <b>\$3,989,410</b>   | <b>\$4,095,480</b>   | <b>\$4,095,480</b>     |             |

**Inter Governmental Revenues**

|                       |             |             |             |             |             |       |
|-----------------------|-------------|-------------|-------------|-------------|-------------|-------|
| 90460 ST-HIGHWAY USER | \$2,760,893 | \$2,721,342 | \$2,721,342 | \$3,401,677 | \$3,401,677 | 25100 |
| 90462 ST-HIGHWAY USER | 702,309     | 680,335     | 680,335     | 0           | 0           | 25100 |
| 90464 ST-HIGHWAY TAX- | 1,542,150   | 1,504,866   | 1,504,866   | 1,504,866   | 1,504,866   | 25100 |
| 90470 ST-MOTOR VEHICL | 15,214,358  | 14,639,624  | 16,115,143  | 16,115,143  | 16,115,143  | 10000 |
| 90471 ST-MOTOR VEHICL | 6,353,285   | 6,526,606   | 7,040,571   | 6,829,628   | 7,386,628   | 10000 |
| 90490 ST-IN LIEU OFF  | 4,086       | 3,750       | 5,020       | 3,750       | 3,750       | 21110 |
| 90495 STATE AID-PROP  | 14,753,232  | 14,215,279  | 14,165,302  | 14,215,279  | 14,215,279  | 10000 |
| 90495 STATE AID-PROP  | 56,484      | 198,281     | 198,281     | 161,186     | 161,186     | 26105 |
| 90500 ST-FOOD STAMP E | 775         | 0           | 0           | 0           | 0           | 10000 |
| 90502 ST-STAFF DEVELO | (3,533)     | 1,091       | (612)       | 0           | 0           | 10000 |
| 90510 ST-ADOPTION     | 1,550,447   | 1,682,154   | 1,889,579   | 1,900,597   | 1,900,597   | 10000 |
| 90516 ST-AFDC         | 169,715     | 220,985     | 220,568     | 186,162     | 186,162     | 10000 |
| 90518 ST-AFDC - FG&U  | 569,649     | 4,857,839   | 686,447     | 4,632,675   | 4,632,675   | 10000 |
| 90520 ST-CHILD WELFAR | 3,149,116   | 2,935,355   | 3,420,872   | 3,487,985   | 3,487,985   | 10000 |
| 90522 ST-DAY CARE LIC | 143,122     | 233,220     | 134,792     | 153,854     | 153,854     | 10000 |
| 90526 ST-FOSTER CARE  | 1,376,252   | 2,021,539   | 1,474,532   | 1,518,768   | 1,518,768   | 10000 |
| 90528 ST-FOSTER FAMIL | 223,892     | 277,623     | 300,657     | 415,450     | 415,450     | 10000 |
| 90530 ST-GAIN         | 3,097,740   | 2,192,416   | 3,467,209   | 1,586,996   | 1,586,996   | 10000 |
| 90532 ST-IN HOME SUPP | 1,082,643   | 1,778,152   | 1,361,383   | 1,420,932   | 1,420,932   | 10000 |
| 90532 ST-IN HOME SUPP | 0           | 0           | 214,660     | 607,407     | 607,407     | 21105 |
| 90534 ST-MEDI-CAL     | 7,408,832   | 9,248,822   | 8,261,875   | 9,154,234   | 8,973,592   | 10000 |

**County of Santa Cruz**  
State of California  
Analysis of Financing Sources by Fund  
for Fiscal Year 2002-03

| DESCRIPTION           | Actual<br>2000-01 | 200142<br>Allow | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund<br>No. |
|-----------------------|-------------------|-----------------|----------------------|----------------------|------------------------|-------------|
| 90536 ST-NON ASSISTAN | 1,736,175         | 2,526,979       | 2,519,063            | 2,259,430            | 2,259,430              | 10000       |
| 90538 ST-SSI/SSP OHC  | 930               | 1,335           | 0                    | 0                    | 0                      | 10000       |
| 90540 ST-ADULT PLACEM | 0                 | 5,000           | 5,000                | 5,000                | 5,000                  | 10000       |
| 90542 ST-FAMILY PLANN | 100,029           | 100,000         | 100,000              | 100,000              | 18,807                 | 10000       |
| 90546 ST-ADULT PROGRA | 305,750           | 54,275          | 22,447               | 27,319               | 27,319                 | 10000       |
| 90548 ST-SUPPORT ENFO | 1,288,376         | 2,079,667       | 1,870,428            | 2,200,896            | 2,200,896              | 10000       |
| 90570 ST-CCS ADMIN AL | 195,040           | 204,917         | 204,917              | 249,123              | 268,155                | 10000       |
| 90572 ST-CCS MEDI CAL | 1,261,239         | 1,335,900       | 1,395,900            | 1,284,131            | 1,724,621              | 10000       |
| 90574 ST-HEALTH ADMIN | 20,316            | 27,087          | 49,359               | 6,446                | 180,446                | 10000       |
| 90582 ST-CALIFORNIA C | 848,927           | 1,257,319       | 1,257,319            | 1,334,512            | 1,012,875              | 10000       |
| 90584 ST-CHILD ABUSE  | 434,177           | 258,785         | 247,648              | 183,785              | 183,785                | 10000       |
| 90618 ST-SHORTIDOYLE  | 1,996,783         | 2,173,702       | 2,173,702            | 2,138,414            | 2,170,301              | 10000       |
| 90620 ST-SHORT/DOYLE  | 255,139           | 257,291         | 257,291              | 257,291              | 274,072                | 10000       |
| 90622 ST-SHORT/DOYLE  | 922,237           | 826,897         | 826,897              | 808,191              | 698,191                | 10000       |
| 90624 ST-SHORT/DOYLE  | 9,039,285         | 11,146,348      | 11,012,061           | 11,546,348           | 11,095,399             | 10000       |
| 90626 ST-SHORTIDOYLE  | 2,950,296         | 3,656,035       | 2,915,035            | 4,056,035            | 3,668,377              | 10000       |
| 90654 ST-CSBG         | 756,670           | 864,221         | 710,279              | 682,553              | 682,553                | 10000       |
| 90658 ST-AIDS HOME HE | 125,072           | 125,072         | 125,072              | 125,400              | 125,039                | 10000       |
| 90660 ST-AB75 HEALTH  | 198,628           | 150,000         | 150,000              | 150,000              | 150,000                | 10000       |
| 90662 ST-ADMIN & SERV | 166,286           | 182,355         | 182,355              | 171,000              | 52,459                 | 10000       |
| 90664 ST-AIDS EPIDEMI | 43,968            | 47,000          | 47,000               | 47,000               | 47,000                 | 10000       |
| 90665 ST-AIDS STREET  | 113,227           | 112,000         | 112,000              | 112,000              | 112,000                | 10000       |
| 90666 ST-AIDS HEALTH  | 697,081           | 690,873         | 495,377              | 888,224              | 941,518                | 10000       |
| 90667 ST-AIDS EARLY I | 127,942           | 120,000         | 120,000              | 120,000              | 120,000                | 10000       |
| 90668 ST-AZT          | 3,694             | 3,800           | 3,800                | 3,800                | 3,800                  | 10000       |
| 90672 ST-CHIP HOSPITA | 421,634           | 436,376         | 457,636              | 436,376              | 436,376                | 10000       |
| 90674 ST-CHIP OTHERS  | 66,805            | 74,592          | 129,606              | 74,592               | 74,592                 | 10000       |
| 90676 ST-CHIP PHYSICI | 31,155            | 31,761          | 31,761               | 31,761               | 31,761                 | 10000       |
| 90679 ST-EMSA REVENUE | 329,845           | 172,094         | 14,343               | 172,094              | 172,094                | 10000       |
| 90680 ST-DENTAL DISEA | 37,914            | 48,600          | 37,338               | 49,429               | 49,429                 | 10000       |
| 90682 ST-HEPATITIS GR | 0                 | 0               | 0                    | 0                    | 48,155                 | 10000       |
| 90684 ST-IMMUNIZATION | 199,006           | 216,938         | 216,938              | 0                    | 0                      | 10000       |
| 90690 ST-OTHER HEALTH | 1,008,333         | 1,057,351       | 796,731              | 757,846              | 943,382                | 10000       |
| 90691 ST-PROP 36-SUBS | 0                 | 916,749         | 846,554              | 954,193              | 1,571,827              | 10000       |
| 90693 ST-RISK REDUCTI | 0                 | 0               | 8,881                | 8,881                | 8,881                  | 10000       |
| 90695 ST-TOBACCO INDU | 2,661,710         | 3,070,000       | 3,233,638            | 3,136,629            | 3,136,629              | 10000       |
| 90698 ST-MSSP         | 800,125           | 777,451         | 790,272              | 777,451              | 777,451                | 10000       |
| 90699 ST-AFLP GRANT   | 231,945           | 354,391         | 354,391              | 354,451              | 202,368                | 10000       |
| 90720 ST-AG COMMISSIO | 6,600             | 6,600           | 6,600                | 6,600                | 6,600                  | 10000       |
| 90722 ST-AGRI GAS TAX | 270,729           | 300,000         | 233,438              | 260,773              | 275,000                | 10000       |
| 90724 ST-EGG QUALITY  | 1,919             | 779             | 1,441                | 779                  | 1,300                  | 10000       |
| 90726 ST-MISC AGRIC A | 11,412            | 8,814           | 8,814                | 10,199               | 9,074                  | 10000       |

County of Santa Cruz  
State of California  
Analysis of Financing Sources by Fund  
for Fiscal Year 2002-03

| DESCRIPTION            | Actual<br>2000-01 | 2001-02<br>Allow | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund<br>No. |
|------------------------|-------------------|------------------|----------------------|----------------------|------------------------|-------------|
| 90728 ST-NURSERY INSP  | 3,564             | 6,500            | 6,000                | 6,000                | 6,000                  | 10000       |
| 90730 ST-PEST CONTROL  | 353,858           | 318,568          | 314,335              | 307,196              | 303,726                | 10000       |
| 90732 ST-PESTICIDE EN  | 267,315           | 244,622          | 242,197              | 268,248              | 233,978                | 10000       |
| 90736 ST-SEED SERVICE  | 1,045             | 444              | 444                  | 444                  | 444                    | 10000       |
| 90750 ST-911 INCREMEN  | 0                 | 0                | 0                    | 0                    | 0                      | 10000       |
| 90752 ST-CIVIL DEFENS  | 37,455            | 42,273           | 42,273               | 42,273               | 42,273                 | 10000       |
| 90756 ST-EMERGENCY SE  | 0                 | 0                | 0                    | 0                    | 56,125                 | 10000       |
| 90782 ST-CRIMINAL JUS  | 707,481           | 723,334          | 668,972              | 442,478              | 420,578                | 10000       |
| 90784 ST-CORRECTIONS   | 1,344,968         | 1,466,511        | 1,082,207            | 1,422,054            | 1,422,054              | 10000       |
| 90794 ST-PAROLE HOLDS  | 149,076           | 111,180          | 118,000              | 117,300              | 117,300                | 10000       |
| 90796 ST-SB 924 CDC T  | 105,750           | 122,000          | 120,002              | 117,902              | 117,902                | 10000       |
| 90810 ST-NATURAL DISA  | 777,225           | 474,500          | 806,860              | 164,500              | 164,500                | 25100       |
| 90810 ST-NATURAL DISA  | 427               | 0                | 0                    | 0                    | 0                      | 26105       |
| 90820 ST-VETERAN'S AF  | 50,370            | 46,000           | 53,413               | 58,000               | 58,000                 | 10000       |
| 90830 ST-HOMEOWNERS'   | 709,564           | 725,171          | 724,257              | 696,171              | 696,171                | 10000       |
| 90830 ST-HOMEOWNERS'   | 61,855            | 60,693           | 63,345               | 63,345               | 63,345                 | 26100       |
| 90830 ST-HOMEOWNERS'   | 18,331            | 18,200           | 18,200               | 17,985               | 17,985                 | 26105       |
| 90840 ST-TRIAL COURT   | 191,823           | 83,800           | 80,046               | 0                    | 0                      | 10000       |
| 90850 ST-AB 8 SPEC NE  | 443,384           | 656,364          | 470,291              | 711,169              | 687,307                | 10000       |
| 90852 ST-OTHER TAX RE  | 127,924           | 91,112           | 91,112               | 91,112               | 91,112                 | 10000       |
| 90852 ST-OTHER TAX RE  | 7,698             | 5,482            | 5,482                | 5,482                | 5,482                  | 26100       |
| 90852 ST-OTHER TAX RE  | 3,104             | 2,211            | 1,200                | 1,200                | 1,200                  | 26105       |
| 90860 ST-COASTAL CONS  | 0                 | 75,000           | 0                    | 75,000               | 75,000                 | 25100       |
| 90860 ST-COASTAL CONS  | 53,173            | 50,000           | 50,000               | 0                    | 0                      | 10000       |
| 90862 ST-DEPARTMENT O  | 1,785,837         | 2,410,299        | 2,938,123            | 2,966,360            | 2,966,360              | 10000       |
| 90863 ST-EDUC REV AUG  | 932,369           | 0                | 0                    | 0                    | 0                      | 10000       |
| 90863 ST-EDUC REV AUG  | 33,012            | 0                | 0                    | 0                    | 0                      | 26100       |
| 90863 ST-EDUC REV AUG  | 2,296             | 0                | 0                    | 0                    | 0                      | 26105       |
| 90866 ST-EXCHANGE FUN  | 324,813           | 399,813          | 399,813              | 485,813              | 485,813                | 25100       |
| 90872 ST-MANDATED COS  | 1,721,132         | 1,178,055        | 1,533,556            | 1,193,794            | 1,428,969              | 10000       |
| 90873 ST-OFFICE OF TR  | 68,222            | 0                | 102,797              | 87,819               | 87,819                 | 10000       |
| 90876 ST-OPENSOURCE LO | 0                 | 25,155           | 0                    | 0                    | 0                      | 10000       |
| 90883 ST-SUPP LAW ENF  | 448,695           | 1,392,362        | 1,318,958            | 1,300,428            | 1,300,428              | 10000       |
| 90884 ST-TO LOCAL AGE  | 2,168,208         | 2,162,933        | 2,365,152            | 2,261,048            | 2,261,048              | 10000       |
| 90885 ST-TRAFFIC CONG  | 1,719,346         | 730,723          | 730,723              | 859,673              | 859,673                | 25100       |
| 90889 ST-VICTIM COMPE  | 0                 | 0                | 0                    | 0                    | 0                      | 10000       |
| 90894 ST-OTHER         | 841,000           | 12,310,865       | 4,353,637            | 8,702,416            | 8,702,416              | 25100       |
| 90894 ST-OTHER         | 365,053           | 525,508          | 949,261              | 879,021              | 885,339                | 10000       |
| 90920 FED-ADOPTIONS    | 367,841           | 441,947          | 296,262              | 273,424              | 273,424                | 10000       |
| 90922 FED-AFDC         | 306,271           | 327,852          | 292,228              | 324,145              | 324,145                | 10000       |
| 90924 FED-CHILD WELFA  | 4,126,713         | 4,464,383        | 4,942,729            | 4,542,437            | 4,542,437              | 10000       |
| 90925 FED-DAY CARE PR  | 1,937,201         | 1,597,187        | 1,637,026            | 1,535,492            | 1,535,492              | 10000       |

**County of Santa Cruz**  
State of California  
Analysis of Financing Sources by Fund  
for Fiscal Year 2002-03

| DESCRIPTION           | Actual<br>2000-01    | 2001-02<br>Allow     | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund<br>No. |
|-----------------------|----------------------|----------------------|----------------------|----------------------|------------------------|-------------|
| 90927 FED-FAMILY PRES | 183,057              | 207,686              | 520,447              | 231,380              | 231,380                | 10000       |
| 90928 FED-FOOD STAMP  | 57,564               | 122,448              | 68,762               | 49,646               | 49,646                 | 10000       |
| 90930 FED-FOSTER FAMI | 152,061              | 136,585              | 144,944              | 207,885              | 207,885                | 10000       |
| 90932 FED-GAIN        | 10,477,518           | 14,242,382           | 11,359,435           | 12,178,484           | 12,178,484             | 10000       |
| 90936 FED-NONASSISTA  | 2,545,235            | 5,029,498            | 3,756,585            | 2,547,413            | 2,547,413              | 10000       |
| 90938 FED-REFUGEE PRO | 1,346                | 4,201                | 0                    | 0                    | 0                      | 10000       |
| 90940 FED-STAFF DEVEL | 18,490               | 4,914                | 3,560                | 0                    | 0                      | 10000       |
| 90941 FED-SUPP ENF AD | 3,360,123            | 4,427,679            | 3,982,201            | 4,272,328            | 4,272,328              | 10000       |
| 90942 CSBGFEDERAL     | 425,517              | 370,467              | 463,671              | 480,958              | 480,958                | 10000       |
| 90950 FED-ADOPTIONS A | 1,079,624            | 1,290,920            | 1,405,041            | 1,475,293            | 1,475,293              | 10000       |
| 90952 FED-AFDC        | 8,802,449            | 4,557,485            | 8,319,075            | 4,372,847            | 4,372,847              | 10000       |
| 90954 FED-EMERGENCY S | 121,708              | 26,048               | 26,048               | 0                    | 0                      | 10000       |
| 90960 FED-SURPLUS FOO | 54,236               | 62,000               | 55,828               | 56,000               | 56,000                 | 10000       |
| 90964 FED-FOSTER CARE | 1,775,337            | 1,650,848            | 1,855,310            | 1,910,969            | 1,910,969              | 10000       |
| 90968 FED-REFUGEE CAS | 2,206                | 5,000                | 1,914                | 5,000                | 5,000                  | 10000       |
| 90980 FED-AIDS C.A.R. | 645,404              | 572,771              | 572,771              | 572,771              | 578,736                | 10000       |
| 90988 FED-DRUG BLOCK  | 1,809,442            | 1,651,377            | 1,900,721            | 1,869,882            | 1,891,268              | 10000       |
| 90990 FED-DRUG ENFORC | 18,000               | 18,000               | 32,000               | 18,000               | 18,000                 | 10000       |
| 90994 FED-FRIDAY NIGH | 24,879               | 24,897               | 24,897               | 24,897               | 24,856                 | 10000       |
| 90996 FED-HEALTH PROG | 964,459              | 1,092,891            | 1,189,900            | 1,208,803            | 1,220,283              | 10000       |
| 91006 FED-MCH BASIC G | 255,632              | 235,658              | 239,520              | 235,658              | 275,658                | 10000       |
| 91008 FED-MCH PRENATA | 27,323               | 22,908               | 22,908               | 22,908               | 22,908                 | 10000       |
| 91045 FED-ISTEA       | 1,040,954            | 1,820,000            | 1,575,168            | 640,000              | 640,000                | 25100       |
| 91050 FED-HAZARD ELIM | 0                    | 125,000              | 418,002              | 125,000              | 125,000                | 25100       |
| 91091 FED-COMPREHENS  | 1,030,059            | 1,030,059            | 1,030,059            | 1,030,059            | 1,030,059              | 10000       |
| 91094 FED-HBRR        | 23,878               | 9,452,602            | 3,580,944            | 5,275,000            | 5,275,000              | 25100       |
| 91095 FED-MISC GRANTS | 858,999              | 1,279,051            | 1,452,465            | 1,093,421            | 1,049,855              | 10000       |
| 91096 FED-OTHER       | 1,761,730            | 5,712,750            | 3,236,883            | 3,377,375            | 3,377,375              | 25100       |
| 91096 FED-OTHER       | 2,089,819            | 2,672,277            | 2,798,285            | 3,245,137            | 3,245,137              | 10000       |
| 91096 FED-OTHER       | 0                    | 0                    | 176,655              | 477,691              | 477,691                | 21105       |
| 91099 FED-SUPP ENF IN | 442,597              | 201,258              | 181,009              | 0                    | 0                      | 10000       |
| 91130 FED-FROM OTHER  | 4,414,894            | 6,830,841            | 6,121,750            | 6,426,154            | 6,426,154              | 10000       |
| 91134 FED-CONTRIBUTIO | 244,265              | 413,363              | 320,480              | 310,343              | 310,343                | 10000       |
| 91136 FED-DA VICTIMS  | 371,690              | 430,718              | 430,729              | 482,309              | 482,309                | 10000       |
| 91144 FED-OCJP LEAA G | 781,792              | 520,785              | 625,876              | 446,367              | 446,367                | 10000       |
| 91150 CONTR FR OTHER  | 748,293              | 1,010,745            | 950,402              | 768,490              | 770,290                | 10000       |
| 91150 CONTR FR OTHER  | 0                    | 1,351,250            | 1,351,250            | 0                    | 0                      | 21310       |
| 91150 CONTR FR OTHER  | 15,000               | 0                    | 0                    | 0                    | 0                      | 26105       |
| 91150 CONTR FR OTHER  | 140,726              | 0                    | 0                    | 0                    | 0                      | 25100       |
| <b>Total</b>          | <b>\$159,151,551</b> | <b>\$203,517,042</b> | <b>\$184,848,550</b> | <b>\$188,543,738</b> | <b>\$189,149,246</b>   |             |

**County of Santa Cruz**  
State of California  
Analysis of Financing Sources by Fund  
for Fiscal Year 2002-03

| DESCRIPTION | Actual<br>2000-01 | 2001-02<br>Allow | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund<br>No. |
|-------------|-------------------|------------------|----------------------|----------------------|------------------------|-------------|
|-------------|-------------------|------------------|----------------------|----------------------|------------------------|-------------|

**Charges for Services**

|       |                 |         |         |         |         |         |       |
|-------|-----------------|---------|---------|---------|---------|---------|-------|
| 91205 | ASSESSMENT AND  | 307,186 | 311,543 | 311,543 | 311,543 | 311,543 | 10000 |
| 91206 | PROPERTY TAX AD | 868,698 | 894,100 | 881,160 | 882,000 | 882,000 | 10000 |
| 91207 | DEBT SERV TAX A | 6,447   | 5,500   | 5,500   | 6,000   | 6,000   | 10000 |
| 91208 | SUPPLEMENTAL RO | 640,510 | 432,000 | 432,000 | 432,000 | 432,000 | 10000 |
| 91220 | ACCOUNTING FEES | 163,430 | 269,016 | 246,698 | 314,875 | 314,875 | 10000 |
| 91222 | AUDIT FEES      | 53,083  | 42,500  | 42,500  | 45,000  | 45,000  | 10000 |
| 91224 | DATA PROCESSING | 750     | 750     | 800     | 800     | 800     | 10000 |
| 91232 | RADIO SERVICES  | 397,880 | 494,458 | 475,000 | 539,253 | 539,253 | 10000 |
| 91240 | CANDIDATE FILIN | 30,772  | 30,000  | 33,817  | 25,000  | 25,000  | 10000 |
| 91242 | DISTRICT ELECTI | 338,564 | 40,000  | 100,000 | 300,000 | 300,000 | 10000 |
| 91244 | POSTAGE REIMBUR | 14,396  | 9,000   | 4,000   | 7,500   | 9,000   | 10000 |
| 91250 | ALTERNATIVE DIS | 37,500  | 37,500  | 37,500  | 37,500  | 37,500  | 10000 |
| 91252 | ATTORNEY FEES R | 0       | 2,000   | 0       | 2,000   | 2,000   | 10000 |
| 91254 | EVALUATION FEES | 629     | 600     | 0       | 600     | 600     | 10000 |
| 91255 | LEGAL FEES-AT C | 8,264   | 15,000  | 8,580   | 10,000  | 10,000  | 10000 |
| 91256 | LEGAL FEES      | 30,978  | 25,000  | 20,000  | 75,000  | 75,000  | 10000 |
| 91257 | LEGAL FEES-PROB | 38,451  | 20,000  | 40,000  | 35,000  | 35,000  | 10000 |
| 91258 | MEDIATION FEES  | 15,914  | 15,000  | 13,836  | 15,000  | 15,000  | 10000 |
| 91259 | LEGAL FEES-PUBL | 81,436  | 79,902  | 70,485  | 79,902  | 79,902  | 10000 |
| 91260 | PUBLIC DEFENDER | 43,414  | 60,000  | 30,000  | 35,000  | 35,000  | 10000 |
| 91262 | PUBLIC DEFENDER | 40,494  | 45,000  | 36,000  | 40,000  | 40,000  | 10000 |
| 91282 | AGRICULTURAL FE | 17,760  | 16,500  | 17,100  | 0       | 0       | 10000 |
| 91292 | CLEARANCE REVIE | 23,572  | 17,826  | 17,826  | 17,826  | 18,717  | 10000 |
| 91293 | CODE ENFORCEMEN | 95,468  | 130,484 | 99,800  | 115,305 | 115,305 | 10000 |
| 91294 | CORNER RECORD   | 288     | 0       | 144     | 0       | 0       | 10000 |
| 91298 | ENVIRONMENTAL A | 0       | 925     | 925     | 925     | 971     | 10000 |
| 91299 | ENVIRONMENTAL T | 102,983 | 93,000  | 100,000 | 106,623 | 106,623 | 10000 |
| 91300 | GEOLOGIC REPORT | 0       | 0       | 0       | 0       | 0       | 10000 |
| 91301 | GEOLOGICAL TECH | 46,869  | 41,000  | 38,584  | 37,940  | 37,940  | 10000 |
| 91304 | INSPECTION CHAR | 75,771  | 77,500  | 77,500  | 82,500  | 82,500  | 10000 |
| 91304 | INSPECTION CHAR | 63,706  | 60,000  | 70,000  | 70,000  | 70,000  | 26105 |
| 91306 | INSPECTION FEES | 55,521  | 80,150  | 72,065  | 73,863  | 73,863  | 10000 |
| 91308 | IN-LIEU DEVELOP | 223,800 | 0       | 58,500  | 0       | 0       | 21027 |
| 91310 | MAJOR PROJECTS  | 304,055 | 478,500 | 295,000 | 392,789 | 392,789 | 10000 |
| 91312 | MAJOR SUBDIVISI | 132     | 278     | 278     | 278     | 292     | 10000 |
| 91316 | MONUMENTATION F | 49,329  | 100,000 | 30,500  | 100,000 | 100,000 | 10000 |
| 91320 | PARCEL MAP CHEC | 26,253  | 21,000  | 39,050  | 50,000  | 50,000  | 10000 |
| 91322 | PLAN CHECKING F | 81,442  | 70,000  | 70,000  | 75,000  | 75,000  | 10000 |
| 91322 | PLAN CHECKING F | 4,200   | 4,000   | 4,500   | 4,500   | 4,500   | 26105 |

**County of Santa Cruz**  
State of California  
Analysis of Financing Sources by Fund  
for Fiscal Year 2002-03

| DESCRIPTION            | Actual<br>2000-01 | 2001-02<br>Allow | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund<br>No. |
|------------------------|-------------------|------------------|----------------------|----------------------|------------------------|-------------|
| 91323 DRAIN PLAN CHEC  | 70,178            | 65,000           | 75,000               | 85,000               | 85,000                 | 10000       |
| 91324 ENVIRONMENTAL I  | 20,349            | 39,500           | 36,020               | 21,120               | 21,120                 | 10000       |
| 91330 PRELIMINARY LOT  | 6,510             | 5,600            | 5,600                | 5,600                | 5,880                  | 10000       |
| 91332 PLANNING SERVIC  | 504,994           | 628,978          | 641,109              | 521,700              | 521,700                | 10000       |
| 91334 HOUSING FEES     | 64,902            | 100,000          | 70,000               | 0                    | 0                      | 10000       |
| 91336 VEHICLE ABATEME  | 41,028            | 63,690           | 52,000               | 0                    | 0                      | 10000       |
| 91338 VA FHA LOAN INS  | 192               | 406              | 406                  | 406                  | 426                    | 10000       |
| 91342 QUARRY PERMIT I  | 48,543            | 114,267          | 114,000              | 127,187              | 127,187                | 10000       |
| 91346 RECORD OF SURVE  | 17,750            | 16,000           | 18,000               | 18,000               | 18,000                 | 10000       |
| 91349 ROAD PLANNING-R  | 30,500            | 50,000           | 45,000               | 50,000               | 50,000                 | 10000       |
| 91350 SCCRDA SERVICES  | 74,823            | 71,548           | 47,860               | 159,083              | 159,083                | 10000       |
| 91351 ROAD PLANNING -  | 14,133            | 20,000           | 16,000               | 29,000               | 29,000                 | 10000       |
| 91358 VIOLATION REINS  | 2,508             | 2,000            | 2,000                | 2,000                | 2,100                  | 10000       |
| 91404 LETTUCE INSPECT  | 52,908            | 72,000           | 45,723               | 53,000               | 53,000                 | 10000       |
| 91406 REGISTRATION FE  | 64,844            | 66,000           | 65,039               | 64,800               | 64,800                 | 10000       |
| 91422 CIVIL PROCESS F  | 60,327            | 60,500           | 55,324               | 55,500               | 55,500                 | 10000       |
| 91424 CONSERVATORSHIP  | 13,290            | 12,000           | 16,830               | 18,000               | 18,000                 | 10000       |
| 91428 FISCAL SERVICE   | 180,914           | 189,000          | 190,826              | 192,000              | 192,000                | 10000       |
| 91432 REDEMPTION FEES  | 17,128            | 21,400           | 17,670               | 18,000               | 18,000                 | 10000       |
| 91434 SMALL CLAIMS AD  | 6,207             | 6,500            | 5,824                | 6,500                | 6,500                  | 10000       |
| 91436 SMALL CLAIMS CO  | 6,207             | 9,500            | 5,824                | 6,500                | 6,500                  | 10000       |
| 91457 CO GF-RECORDING  | 226,071           | 203,000          | 404,024              | 470,000              | 470,000                | 10000       |
| 91458 CO GF-\$25 ADMIN | 25,661            | 28,000           | 27,398               | 28,000               | 28,000                 | 10000       |
| 91459 CO GF-\$10 CITAT | 10,283            | 11,000           | 10,661               | 11,000               | 11,000                 | 10000       |
| 91460 CHILD CUSTODY R  | 871               | 500              | 434                  | 500                  | 500                    | 10000       |
| 91462 COURT FILING FE  | 228,572           | 202,000          | 190,784              | 193,000              | 193,000                | 10000       |
| 91464 JURY FEES        | 13,326            | 14,000           | 11,713               | 14,000               | 14,000                 | 10000       |
| 91465 COLLECTION FEES  | 153,864           | 286,153          | 140,968              | 286,153              | 286,153                | 10000       |
| 91474 PROBATION SERVI  | 232,485           | 210,000          | 180,000              | 180,000              | 180,000                | 10000       |
| 91478 SMALL CLAIMS FI  | 4,792             | 6,000            | 3,662                | 6,000                | 6,000                  | 10000       |
| 91480 SMALL CLAIMS FI  | 11,412            | 11,000           | 13,181               | 14,000               | 14,000                 | 10000       |
| 91481 SUMMARY JUDGE ME | 8,728             | 10,000           | 7,055                | 10,000               | 10,000                 | 10000       |
| 91487 CO GF-GC26824 M  | 1,530             | 1,500            | 1,967                | 2,000                | 2,000                  | 10000       |
| 91488 CO GF-GC26830 S  | 1,876             | 3,000            | 2,463                | 3,000                | 3,000                  | 10000       |
| 91489 CO GF-GC26831 C  | 21,221            | 22,000           | 20,926               | 23,000               | 23,000                 | 10000       |
| 91500 ESTATE FEES      | 41,480            | 37,700           | 37,845               | 34,100               | 34,100                 | 10000       |
| 91510 HUMANE SERVICES  | 58,679            | 59,000           | 25,000               | 59,000               | 59,000                 | 10000       |
| 91520 ALARM RESPONSE   | 2,496             | 2,500            | 1,500                | 1,700                | 1,700                  | 10000       |
| 91522 BOOKING FEE      | 808,741           | 795,230          | 879,324              | 879,324              | 879,324                | 10000       |
| 91524 CONSUMER FRAUD   | 164,049           | 200,000          | 197,667              | 250,000              | 250,000                | 10000       |
| 91526 DOMESTIC VIOLEN  | 61                | 0                | 522                  | 0                    | 0                      | 10000       |
| 91528 DRUG DIVERSION   | 175               | 0                | 0                    | 0                    | 0                      | 10000       |

**County of Santa Cruz**  
State of California  
Analysis of Financing Sources by Fund  
for Fiscal Year 2002-03

| DESCRIPTION           | Actual<br>2000-01 | 2001-02<br>Allow | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund<br>No. |
|-----------------------|-------------------|------------------|----------------------|----------------------|------------------------|-------------|
| 91528 DRUG DIVERSION  | 330               | 0                | 0                    | 0                    | 0                      | 25100       |
| 91530 EDUCATION SVCS- | 78,572            | 38,575           | 46,000               | 39,225               | 39,225                 | 10000       |
| 91536 IDENTIFICATION  | 1,650             | 1,500            | 1,500                | 1,600                | 1,600                  | 10000       |
| 91538 LAWENFORCEMENT  | 4,424,306         | 3,951,584        | 3,951,584            | 3,951,584            | 3,951,584              | 10000       |
| 91544 TRANSPORTATION  | 9,499             | 4,100            | 3,350                | 4,100                | 4,100                  | 10000       |
| 91548 OTHER LAW ENFOR | 3,007             | 2,100            | 1,233                | 1,200                | 1,200                  | 10000       |
| 91560 RECORDING FEES  | 818,391           | 750,000          | 1,062,900            | 900,000              | 900,000                | 10000       |
| 91570 ENCROACHMENT FE | 98,621            | 160,000          | 140,000              | 160,000              | 160,000                | 25100       |
| 91576 PERMIT PROCESSI | 0                 | 0                | 0                    | 0                    | 0                      | 10000       |
| 91582 OTHER ROAD & ST | 509,057           | 2,685,540        | 1,374,282            | 2,737,000            | 2,737,000              | 25100       |
| 91582 OTHER ROAD & ST | 198,303           | 160,075          | 165,192              | 170,809              | 170,809                | 21220       |
| 91582 OTHER ROAD & ST | 200               | 500              | 250                  | 500                  | 500                    | 10000       |
| 91602 BOUNDARY ADJUST | 5,535             | 5,150            | 5,150                | 5,150                | 5,408                  | 10000       |
| 91606 CONDITION USE P | 19,779            | 13,500           | 13,500               | 13,500               | 14,175                 | 10000       |
| 91614 DEVELOPMENT REV | 2,400             | 5,000            | 2,000                | 5,000                | 5,000                  | 10000       |
| 91616 DRINKING DRIVER | 57,651            | 60,000           | 60,000               | 60,000               | 60,000                 | 10000       |
| 91617 EMERGENCY RESPO | 202               | 2,000            | 2,000                | 2,000                | 2,100                  | 10000       |
| 91618 OTHER ENVIRONME | 245,094           | 346,500          | 346,500              | 346,500              | 285,600                | 10000       |
| 91618 OTHER ENVIRONME | 0                 | 60,000           | 47,000               | 11,960               | 11,960                 | 26105       |
| 91619 DRINKING DRIVER | 23,255            | 25,000           | 25,000               | 25,000               | 25,000                 | 10000       |
| 91628 HAZARDOUS MATL  | 377,188           | 371,319          | 371,319              | 371,319              | 389,885                | 10000       |
| 91630 HAZARDOUS MAT-F | 5,786             | 18,000           | 18,000               | 18,000               | 18,900                 | 10000       |
| 91632 HAZARDOUS MAT-U | 59,118            | 72,161           | 72,161               | 72,161               | 75,769                 | 10000       |
| 91634 HAZARDOUS WASTE | 30,714            | 33,655           | 33,655               | 18,000               | 18,900                 | 10000       |
| 91636 HAZARDOUS MATL  | 5,136             | 4,407            | 4,407                | 4,407                | 4,627                  | 10000       |
| 91658 MEDICAL WASTE   | 34,744            | 40,374           | 40,374               | 40,374               | 42,392                 | 10000       |
| 91660 MEDI-CRUZ CLINI | 0                 | 0                | 0                    | 0                    | 0                      | 10000       |
| 91662 MH PERMIT       | 242               | 270              | 270                  | 270                  | 284                    | 10000       |
| 91664 MINOR LAND SUBD | 708               | 2,160            | 2,160                | 2,160                | 2,268                  | 10000       |
| 91674 OUTPATIENT CLIN | 9,075,007         | 11,851,179       | 10,942,025           | 10,696,000           | 8,623,350              | 10000       |
| 91678 PATIENT REVENUE | 196,666           | 190,000          | 190,000              | 190,000              | 190,000                | 10000       |
| 91688 RESIDENTIAL DEV | 0                 | 206              | 206                  | 206                  | 216                    | 10000       |
| 91694 REVENUE FROM CM | 171,000           | 171,642          | 171,642              | 175,642              | 175,642                | 10000       |
| 91696 REVENUE FROM CM | 218,900           | 218,978          | 218,978              | 227,978              | 227,978                | 10000       |
| 91698 REVENUE FROM HO | 17,192            | 17,192           | 17,192               | 17,192               | 24,885                 | 10000       |
| 91700 REZONING/MAJOR  | 591               | 1,030            | 1,030                | 1,030                | 1,082                  | 10000       |
| 91702 SB-1535 VITAL S | 0                 | 6,000            | 6,000                | 10,000               | 10,000                 | 10000       |
| 91704 SB 612-EMS REVE | 289,034           | 430,900          | 437,867              | 430,900              | 430,900                | 10000       |
| 91706 SENT TO COLLECT | 34,460            | 22,621           | 25,000               | 25,000               | 25,000                 | 10000       |
| 91716 VITAL STATISTIC | 67,451            | 70,000           | 75,000               | 75,000               | 75,000                 | 10000       |
| 91718 OTHER HEALTH FE | 167,000           | 160,000          | 160,000              | 160,000              | 160,000                | 10000       |
| 91800 CARE IN COUNTY  | 157,322           | 201,000          | 152,957              | 185,000              | 185,000                | 10000       |

**County of Santa Cruz**  
State of California  
Analysis of Financing Sources by Fund  
for Fiscal Year 2002-03

| DESCRIPTION           | Actual<br>2000-01 | 2001-02<br>Allow | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund<br>No. |
|-----------------------|-------------------|------------------|----------------------|----------------------|------------------------|-------------|
| 91802 CARE IN PRIVATE | 18,301            | 15,000           | 10,630               | 11,000               | 15,000                 | 10000       |
| 91804 DRINKING DRIVER | 27,487            | 28,000           | 28,000               | 28,000               | 28,000                 | 10000       |
| 91805 DRINKING DRIVER | 12,870            | 12,000           | 12,000               | 12,000               | 12,000                 | 10000       |
| 91806 MEDI-CRUZ CMH   | 18,272            | 124,200          | 124,200              | 124,200              | 124,200                | 10000       |
| 91808 MH SVCS-AB 3632 | 50,485            | 10,000           | 10,000               | 10,000               | 10,000                 | 10000       |
| 91810 MH SVCS-ADULT-F | 4,773             | 8,000            | 8,000                | 8,000                | 8,000                  | 10000       |
| 91812 REDWOOD YOUTH C | 25,573            | 30,000           | 20,310               | 30,000               | 30,000                 | 10000       |
| 91814 SENT TO COLLECT | 0                 | 1,000            | 1,000                | 1,000                | 1,000                  | 10000       |
| 91830 CALIFORNIA CHIL | 4,960             | 3,000            | 0                    | 6,000                | 6,000                  | 10000       |
| 91832 CCS-INSURANCE & | 0                 | 1,000            | 0                    | 0                    | 0                      | 10000       |
| 91860 SEPTIC PUMP/CHE | 5,583             | 5,974            | 5,974                | 5,974                | 6,273                  | 10000       |
| 91880 ADOPTION FEES   | 3,100             | 1,800            | 1,300                | 1,800                | 1,800                  | 10000       |
| 91975 CHILDREN & FAMI | 0                 | 509,440          | 499,440              | 489,440              | 495,720                | 10000       |
| 92000 MAINTENANCE CHA | 637,441           | 700,849          | 439,281              | 697,549              | 697,549                | 10000       |
| 92002 PARK & REC FEES | 754,542           | 859,443          | 792,261              | 931,863              | 931,863                | 10000       |
| 92010 ADMINISTRATIVE  | 286,255           | 329,140          | 329,140              | 315,252              | 316,096                | 10000       |
| 92012 AUTOMATION FEES | 38,532            | 92,552           | 92,552               | 81,759               | 81,759                 | 10000       |
| 92014 BAD CHECK ADMIN | 51,507            | 78,529           | 37,839               | 35,000               | 35,000                 | 10000       |
| 92015 BAD CHECK DIVER | 37,439            | 42,488           | 37,935               | 35,000               | 35,000                 | 10000       |
| 92018 MICROGRAPHICS F | 129,998           | 130,000          | 130,000              | 130,000              | 165,500                | 10000       |
| 92020 COPY CHARGES    | 25,603            | 26,025           | 33,632               | 28,800               | 28,900                 | 10000       |
| 92022 COST RECOVERY-0 | 201,332           | 10,000           | 580,263              | 10,000               | 222,353                | 10000       |
| 92022 COST RECOVERY-0 | 4,048             | 5,000            | 9,562                | 25,000               | 25,000                 | 26105       |
| 92023 DEFENDANT DIVER | 3,040             | 3,000            | 4,463                | 4,000                | 4,000                  | 10000       |
| 92026 DRAINAGE CHARGE | 168               | 0                | 0                    | 0                    | 0                      | 10000       |
| 92028 EXTRAORDINARY F | 5,613             | 4,000            | 2,433                | 2,500                | 2,500                  | 10000       |
| 92031 FOOD SERVICE    | 2,424             | 2,500            | 3,500                | 2,500                | 2,500                  | 10000       |
| 92042 MANAGEMENT SERV | 268,306           | 327,056          | 243,752              | 326,739              | 326,739                | 10000       |
| 92044 MEMBER CONTRIBU | 0                 | (281,705)        | 0                    | 0                    | 0                      | 10000       |
| 92045 NSF CHECK REPAY | 5,033             | 6,000            | 4,140                | 4,000                | 4,000                  | 10000       |
| 92046 MOBILE HOME OCC | 23,448            | 29,400           | 25,000               | 25,000               | 25,000                 | 10000       |
| 92047 OTHER CHARGES C | 1,119,518         | 1,304,065        | 1,264,426            | 2,856,360            | 2,881,391              | 10000       |
| 92047 OTHER CHARGES C | 5,615             | 7,000            | 7,000                | 7,000                | 7,000                  | 26105       |
| 92049 P G & E REBATES | 7                 | 0                | 5,750                | 0                    | 0                      | 10000       |
| 92050 PARKING & BIKE  | 96,625            | 103,848          | 74,566               | 66,348               | 66,348                 | 10000       |
| 92052 RECORDERS IMPRO | 250,000           | 250,000          | 250,000              | 250,000              | 250,000                | 10000       |
| 92053 REVENUE APPLICA | 0                 | 0                | 0                    | 0                    | 0                      | 10000       |
| 92054 REALESTATEFRA   | 11,559            | 12,500           | 8,000                | 12,500               | 12,500                 | 10000       |
| 92066 RISK MANAGEMENT | 314,911           | 275,000          | 425,000              | 470,600              | 470,600                | 10000       |
| 92067 VEHICLE REG FEE | 143,395           | 94,410           | 104,465              | 114,860              | 114,860                | 10000       |
| 92073 WITNESS FEES    | 0                 | 0                | 80                   | 0                    | 0                      | 10000       |
| 92100 BANKING SERVICE | 27,894            | 30,000           | 27,900               | 30,000               | 30,000                 | 10000       |

**County of Santa Crur**  
State of California  
Analysis of Financing Sources by Fund  
for Fiscal Year 2002-03

| DESCRIPTION  |                 | Actual<br>2000-01   | 2001-02<br>Allow    | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund<br>No. |
|--------------|-----------------|---------------------|---------------------|----------------------|----------------------|------------------------|-------------|
| 92102        | CENTRAL SUPPLY  | 43,887              | 40,000              | 40,000               | 40,000               | 40,000                 | 10000       |
| 92105        | COUNTY OVERHEAD | 3,734,856           | 4,270,871           | 4,270,871            | 6,064,967            | 6,064,967              | 10000       |
| 92116        | INVESTMENT SERV | 150,000             | 150,000             | 150,000              | 150,000              | 150,000                | 10000       |
| 92118        | REPAIR & MAINT  | 72,423              | 40,314              | 40,314               | 48,215               | 48,215                 | 10000       |
| 92120        | RISK MGMT PREV  | 16,113              | 17,967              | 17,967               | 4,000                | 4,200                  | 10000       |
| 92126        | UTILITIES       | 11,094              | 8,454               | 7,420                | 8,285                | 8,285                  | 10000       |
| 92202        | ENDOWMENT CARE  | 0                   | 275,000             | 299,915              | 359,904              | 359,904                | 10000       |
| 92204        | PARK DEDICATION | 86,000              | 60,000              | 69,750               | 86,000               | 86,000                 | 21125       |
| 92204        | PARK DEDICATION | 240,250             | 81,750              | 74,750               | 75,000               | 75,000                 | 21130       |
| 92204        | PARK DEDICATION | 47,200              | 30,000              | 14,400               | 60,000               | 60,000                 | 21150       |
| 92204        | PARK DEDICATION | 38,168              | 27,600              | 28,800               | 32,000               | 32,000                 | 21155       |
| 92204        | PARK DEDICATION | 24,800              | 22,400              | 21,600               | 28,000               | 28,000                 | 21145       |
| 92204        | PARK DEDICATION | 18,954              | 15,190              | 9,826                | 16,184               | 16,184                 | 21170       |
| 92204        | PARK DEDICATION | 18,496              | 13,450              | 17,340               | 16,184               | 16,184                 | 21185       |
| 92204        | PARK DEDICATION | 16,000              | 16,500              | 9,000                | 16,000               | 16,000                 | 21135       |
| 92204        | PARK DEDICATION | 28,322              | 25,606              | 18,902               | 14,450               | 14,450                 | 21160       |
| 92204        | PARK DEDICATION | 6,358               | 13,020              | 11,560               | 11,560               | 11,560                 | 21175       |
| 92204        | PARK DEDICATION | 12,582              | 10,416              | 12,138               | 7,514                | 7,514                  | 21165       |
| 92204        | PARK DEDICATION | 6,750               | 5,000               | 6,000                | 5,000                | 5,000                  | 21205       |
| 92204        | PARK DEDICATION | 3,200               | 3,600               | 4,000                | 4,000                | 4,000                  | 21140       |
| 92204        | PARK DEDICATION | 2,400               | 6,000               | 8,000                | 4,000                | 4,000                  | 21200       |
| 92204        | PARK DEDICATION | 3,468               | 4,774               | 0                    | 3,468                | 3,468                  | 21190       |
| 92204        | PARK DEDICATION | 4,000               | 2,000               | 0                    | 2,000                | 2,000                  | 21120       |
| 92204        | PARK DEDICATION | 0                   | 2,000               | 2,000                | 2,000                | 2,000                  | 21210       |
| 92204        | PARK DEDICATION | 1,156               | 578                 | 565                  | 1,156                | 1,156                  | 21180       |
| <b>Total</b> |                 | <b>\$34,210,798</b> | <b>\$40,223,726</b> | <b>\$38,440,936</b>  | <b>\$43,625,393</b>  | <b>\$41,814,423</b>    |             |

**Miscellaneous Revenues**

|       |                 |           |           |           |           |           |       |
|-------|-----------------|-----------|-----------|-----------|-----------|-----------|-------|
| 92320 | CAFETERIA SALES | \$692     | \$800     | \$1,032   | \$1,000   | \$1,000   | 10000 |
| 92328 | SALE OF BOARD A | 1,498     | 1,700     | 2,800     | 1,700     | 1,700     | 10000 |
| 92332 | SALES-OTHER-NON | 61,019    | 81,050    | 76,195    | 30,050    | 30,050    | 10000 |
| 92334 | SALES-OTHER-TAX | 38,585    | 38,950    | 66,947    | 48,900    | 48,900    | 10000 |
| 92362 | CASH OVERAGES   | 2,574     | 2,000     | 1,837     | 2,000     | 2,000     | 10000 |
| 92367 | CONTRIBUTIONS F | 2,269,344 | 2,633,830 | 2,744,026 | 3,184,024 | 3,184,024 | 10000 |
| 92367 | CONTRIBUTIONS F | 773,130   | 803,276   | 803,276   | 846,653   | 846,653   | 26105 |
| 92367 | CONTRIBUTIONS F | 0         | 0         | 115,586   | 327,066   | 327,066   | 21105 |
| 92367 | CONTRIBUTIONS F | 62,200    | 19,100    | 19,100    | 107,950   | 107,950   | 21300 |
| 92367 | CONTRIBUTIONS F | 7,874     | 0         | 0         | 0         | 0         | 21110 |
| 92372 | DONATIONS       | 262,444   | 261,750   | 289,310   | 281,750   | 281,750   | 10000 |

**County of Santa Cruz**  
State of California  
Analysis of Financing Sources by Fund  
for Fiscal Year 2002-03

| DESCRIPTION           | Actual<br>2000-01  | 2001-02<br>Allow   | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund<br>No. |
|-----------------------|--------------------|--------------------|----------------------|----------------------|------------------------|-------------|
| 92373 EMPLOYEES CONTR | 12,518             | 0                  | 0                    | 0                    | 0                      | 10000       |
| 92374 HOUSING-REHAB-P | 31,416             | 23,000             | 32,704               | 23,000               | 23,000                 | 21025       |
| 92374 HOUSING-REHAB-P | 26,471             | 500                | 283                  | 500                  | 500                    | 21026       |
| 92374 HOUSING-REHAB-P | 9,987              | 0                  | 0                    | 0                    | 0                      | 10000       |
| 92375 INSURANCE PROCE | 254                | 0                  | 13,569               | 0                    | 0                      | 10000       |
| 92380 NSF CHECKS      | 4,335              | (300)              | (3,605)              | (600)                | (600)                  | 10000       |
| 92381 NSF CHECKS-RETU | 14,332             | 12,100             | 11,033               | 11,200               | 11,230                 | 10000       |
| 92384 OTHER REVENUE   | 0                  | 0                  | 0                    | 2,608,173            | 2,608,173              | 21105       |
| 92384 OTHER REVENUE   | 1,177,155          | 1,177,525          | 1,194,360            | 1,321,196            | 1,300,594              | 10000       |
| 92384 OTHER REVENUE   | 0                  | 0                  | 0                    | 156,000              | 156,000                | 26105       |
| 92384 OTHER REVENUE   | 163,637            | 3,798,579          | 801,805              | 50,000               | 50,000                 | 25100       |
| 92384 OTHER REVENUE   | 3                  | 0                  | 3                    | 0                    | 0                      | 21026       |
| 92398 COURT MOE GROWT | (215,322)          | (308,452)          | (258,937)            | (323,452)            | (323,452)              | 10000       |
| <b>Total</b>          | <b>\$4,704,146</b> | <b>\$8,545,408</b> | <b>\$5,911,324</b>   | <b>\$8,677,110</b>   | <b>\$8,656,538</b>     |             |

**Other Financing Sources**

|                       |                     |                     |                     |                     |                     |       |
|-----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------|
| 92450 SALES OF FIXED  | \$5,492             | \$6,000             | \$6,000             | \$6,000             | \$6,000             | 10000 |
| 92462 OPERATING TRANS | 27,345,201          | 26,585,773          | 27,581,579          | 28,272,273          | 28,829,273          | 10000 |
| 92462 OPERATING TRANS | 101,407             | 119,663             | 78,497              | 116,000             | 116,000             | 21215 |
| 92462 OPERATING TRANS | 40,642              | 40,387              | 18,794              | 38,438              | 38,438              | 21155 |
| 92462 OPERATING TRANS | 0                   | 8,379               | 9,121               | 10,761              | 10,761              | 21135 |
| 92462 OPERATING TRANS | 5,622               | 3,915               | 3,474               | 4,724               | 4,724               | 21120 |
| 92462 OPERATING TRANS | 0                   | 3,240               | 0                   | 3,851               | 3,851               | 21140 |
| 92462 OPERATING TRANS | 50,219              | 41,500              | 41,500              | 2,640               | 2,640               | 21025 |
| 92462 OPERATING TRANS | 7,959               | 3,481               | 2,631               | 2,285               | 2,285               | 21125 |
| 92462 OPERATING TRANS | 0                   | 254,772             | 369,569             | 0                   | 0                   | 25100 |
| 92473 INCEPTION OF LE | 800,000             | 0                   | 0                   | 0                   | 0                   | 10000 |
| 92505 SPECIAL/EXTRAOR | 2,800,000           | 0                   | 520,650             | 0                   | 0                   | 10000 |
| 92522 PROCEEDS-CERT O | 0                   | 20,000              | 0                   | 324,392             | 324,392             | 10000 |
| <b>Total</b>          | <b>\$31,156,542</b> | <b>\$27,087,110</b> | <b>\$28,631,815</b> | <b>\$28,781,364</b> | <b>\$29,338,364</b> |       |

**Other Government Unit Revenues**

|                       |         |         |         |         |         |       |
|-----------------------|---------|---------|---------|---------|---------|-------|
| 92700 OTHER LOCAL FIN | 244,638 | 340,544 | 473,544 | 177,278 | 177,278 | 10000 |
| 92750 ST GF-CRIMINAL  | 38      | 0       | 0       | 0       | 0       | 10000 |
| 92762 VICTIM INDEMNIT | 373     | 0       | 0       | 0       | 0       | 10000 |
| 99999 FILLER SOBJ     | 0       | 0       | 0       | 0       | 0       | 10000 |

**County of Santa Cruz**  
State of California  
Analysis of Financing Sources by Fund  
for Fiscal Year 2002-03

| DESCRIPTION        | Actual<br>2000-01    | 2001-02<br>Allow     | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund<br>No. |
|--------------------|----------------------|----------------------|----------------------|----------------------|------------------------|-------------|
| 99999 FILLER SOBJ  | 0                    | 0                    | 0                    | 0                    | 0                      | 25100       |
| <b>Total</b>       | <b>\$245,049</b>     | <b>\$340,544</b>     | <b>\$473,544</b>     | <b>\$177,278</b>     | <b>\$177,278</b>       |             |
| <b>Grand Total</b> | <b>\$303,139,796</b> | <b>\$349,473,161</b> | <b>\$326,339,092</b> | <b>\$331,942,455</b> | <b>\$331,370,944</b>   |             |

**County of Santa Cruz**  
State of California  
Summary of County Financing Requirements by Function and Fund  
for Fiscal Year 2002-03

| Description | Actual<br>2000-01 | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 |
|-------------|-------------------|----------------------|----------------------|------------------------|
|-------------|-------------------|----------------------|----------------------|------------------------|

Summarization by Function

|                                  |              |              |              |              |
|----------------------------------|--------------|--------------|--------------|--------------|
| General Government               | \$33,914,531 | \$33,222,585 | \$28,514,564 | \$27,730,323 |
| Public Protection                | 82,259,561   | 94,634,364   | 97,226,483   | 95,082,262   |
| Public Ways and Facilities       | 10,125,732   | 27,467,406   | 32,422,478   | 32,422,478   |
| Health and Sanitation            | 77,183,062   | 87,560,675   | 89,964,197   | 85,700,316   |
| Public Assistance                | 77,710,950   | 88,148,290   | 91,027,333   | 90,909,533   |
| Education                        | 3,102,318    | 3,191,549    | 3,468,686    | 3,478,686    |
| Recreation and Cultural Services | 5,505,605    | 6,155,156    | 6,531,458    | 6,480,232    |
| Debt Service                     | 5,404,469    | 5,420,045    | 6,282,668    | 6,282,668    |

|                     |                      |                      |                      |                      |
|---------------------|----------------------|----------------------|----------------------|----------------------|
| Total Specific Uses | <u>\$295,206,228</u> | <u>\$345,800,070</u> | <u>\$355,437,867</u> | <u>\$348,086,498</u> |
|---------------------|----------------------|----------------------|----------------------|----------------------|

|                                  |  |  |  |           |
|----------------------------------|--|--|--|-----------|
| Appropriations for Contingencies |  |  |  | 7,578,315 |
|----------------------------------|--|--|--|-----------|

|                      |  |  |  |                             |
|----------------------|--|--|--|-----------------------------|
| Total Financing Uses |  |  |  | <u><u>\$355,664,813</u></u> |
|----------------------|--|--|--|-----------------------------|

County of Santa Cruz  
State of California  
Schedule of County Specific Financing Uses by Budget Unit by Function and Activity  
for Fiscal Year 2002-03

| Budget Unit<br>Grouped by Function & Activity | Actual<br>2000-01    | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03      | Fund  |
|---|----------------------|----------------------|----------------------|-----------------------------|-------|
| Summarization by Fund                         |                      |                      |                      |                             |       |
| General Fund                                  | \$279,727,206        | \$309,267,668        | \$327,332,290        | \$309,678,661               | 10100 |
| Roads   | 9,975,314            | 27,314,406           | 32,257,478           | 32,257,478                  | 25000 |
| Housing                                       | 170,533              | 116,429              | 234,913              | 234,913                     | 21025 |
| Off Highway                                   | 64,278               | 17,615               | 26,054               | 26,054                      | 21110 |
| La Selva - Park Dedication Fund               | 7,181                | 6,916                | 6,724                | 6,724                       | 21120 |
| Aptos - Park Dedication Fund                  | 152,610              | 154,238              | 117,166              | 117,166                     | 21125 |
| Live Oak - Park Dedication Fund               | 131,488              | 389,664              | 139,392              | 139,392                     | 21130 |
| Pajaro - Park Dedication Fund                 | 118,677              | 39,310               | 26,761               | 26,761                      | 21135 |
| San Andreas - Park Dedication Fund            | 9,385                | 9,038                | 8,788                | 8,788                       | 21140 |
| Carbonera - Park Dedication Fund              | 22,935               | 77,105               | 36,065               | 36,065                      | 21145 |
| Soquel - Park Dedication Fund                 | 102,430              | 166,477              | 151,871              | 151,871                     | 21150 |
| San Lorenzo - Park Dedication Fund            | 75,217               | 72,440               | 70,438               | 70,438                      | 21155 |
| Aptos Hills - Park Dedication Fund            | 39,457               | 57,653               | 16,654               | 16,654                      | 21160 |
| Skyline - Park Dedication Fund                | 7,312                | 7,042                | 125,691              | 125,691                     | 21165 |
| Summit - Park Dedication Fund                 | 13,169               | 12,683               | 38,940               | 38,940                      | 21170 |
| Eureka - Park Dedication Fund                 | 17,864               | 12,170               | 11,560               | 11,560                      | 21175 |
| North Coast - Park Dedication Fund            | 181                  | 1,713                | 1,156                | 1,156                       | 21180 |
| Bonny Doon - Park Dedication Fund             | 6,987                | 6,729                | 190,866              | 190,866                     | 21185 |
| Salsipuedes - Park Dedication Fund            | 537                  | 550                  | 32,570               | 32,570                      | 21190 |
| Alba Recreation - Park Dedication Fund        | 673                  | 356                  | 21                   | 21                          | 21195 |
| Boulder Creek - Park Dedication Fund          | 15,370               | 114,023              | 10,834               | 10,834                      | 21200 |
| La Selva Rec. - Park Dedication Fund          | 0                    | 56,450               | 12,152               | 12,152                      | 21205 |
| Opal Cliffs Rec. - Park Dedication Fund       | 0                    | 18,350               | 2,400                | 2,400                       | 21210 |
| Certificates - Park Dedication Fund           | 46,264               | 31,954               | 103,125              | 103,125                     | 21215 |
| Interest* Park Dedication Fund                | 91,224               | 65,000               | 93,425               | 93,425                      | 21216 |
| Transportation                                | 71,325               | 242,099              | 248,783              | 248,783                     | 21220 |
| Fish and Game                                 | 27,075               | 21,841               | 129,140              | 129,140                     | 21225 |
| JPTA  | 0                    | 506,901              | 4,020,337            | 4,020,337                   | 21230 |
| Art in Public Places                          | 52,200               | 19,100               | 107,971              | 107,971                     | 21300 |
| State Park Bonds                              | 1,405,632            | 1,405,632            | 0                    | 0                           | 21310 |
| Housing - In Lieu                             | 0                    | 75,000               | 1,300,000            | 1,300,000                   | 21027 |
| Housing - Paloma Del Mar                      | 59,000               | 51,200               | 55,400               | 55,400                      | 21028 |
| CDBG  | 50,219               | 41,500               | 2,640                | 2,640                       | 21026 |
| Total County Wide                             | <b>\$292,461,743</b> | <b>\$340,379,252</b> | <b>\$366,911,605</b> | <b>\$349,257,976</b>        |       |
| Less Than County Wide                         |                      |                      |                      |                             |       |
| Library                                       | \$2,991,808          | \$3,000,315          | \$3,335,974          | \$3,335,974                 | 26100 |
| County Fire                                   | 2,145,722            | 2,420,503            | 3,070,863            | 3,070,863                   | 26105 |
| Total Less Than County Wide                   | <b>\$5,137,530</b>   | <b>\$5,420,818</b>   | <b>\$6,406,837</b>   | <b>\$6,406,837</b>          |       |
| Total Financing Uses                          | <b>\$297,599,273</b> | <b>\$345,800,070</b> | <b>\$373,318,442</b> | <b>\$355,664,813</b>        |       |
| Provision for Reserves and Designations       |                      |                      |                      | <b>\$2,504,897</b>          |       |
| Total Financing Requirements                  |                      |                      |                      | <b><u>\$358,169,710</u></b> |       |

**County of Santa Cruz**  
**State of California**  
**Summary of County Financing Requirements**  
**for Fiscal Year 2002-03**

| Description  | Actual<br>2000-01 | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 |
|--|-------------------|----------------------|----------------------|------------------------|
| Total Specific Financing Uses from Schedule 8a             | \$295,206,228     | \$345,800,070        | \$355,437,867        | \$348,086,498          |
| Appropriations for Contingencies in Budget<br>Index 131375 |                   |                      | 7378,315             | 7,578,315              |
| Total Financing Uses                                       | \$295,206,228     | \$345,800,070        | \$363,016,182        | \$355,664,813          |
| Provisions for Reserves and Designations                   |                   |                      | \$2,504,897          | \$2,504,897            |
| Total Financing Requirements                               |                   |                      | \$365,521,079        | \$358,169,710          |

**County of Santa Cruz**

State of California

Schedule of County Specific Financing Uses by Budget Unit by Function and Activity  
for Fiscal Year 2002-03

| Budget Unit<br>Grouped by Function & Activity | Actual<br>2000-01 | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund |
|---|-------------------|----------------------|----------------------|------------------------|------|
|---|-------------------|----------------------|----------------------|------------------------|------|

GENERAL GOVERNMENT

Legislative & Administrative

|    |                              |             |           |             |           |       |
|----|------------------------------|-------------|-----------|-------------|-----------|-------|
| 15 | Board of Supervisors         | \$1,360,321 | 1,558,738 | \$1,610,443 | 1,595,443 | 10000 |
| 18 | County Administrative Office | 1,957,125   | 2,011,139 | 1,868,439   | 1,826,781 | 10000 |

Finance

|    |                          |           |           |           |           |       |
|----|--------------------------|-----------|-----------|-----------|-----------|-------|
| 9  | Assessor                 | 2,613,568 | 2,636,124 | 2,893,807 | 2,801,260 | 10000 |
| 12 | Auditor-Controller       | 2,136,206 | 2,663,789 | 2,758,013 | 2,610,490 | 10000 |
| 13 | A-C Custodial            | (335,226) | (72,790)  | (293,229) | (293,229) | 10000 |
| 13 | TTC-Custodial            | 0         | 0         | 0         | 0         | 10000 |
| 33 | Gen. Services-Purchasing | 307,142   | 400,335   | 456,021   | 456,021   | 10000 |
| 73 | Treasurer-Tax Collector  | 1,305,633 | 1,050,934 | 1,365,142 | 1,245,237 | 10000 |

Counsel

|    |                |         |           |           |           |       |
|----|----------------|---------|-----------|-----------|-----------|-------|
| 24 | County Counsel | 606,318 | 2,300,501 | 2,549,349 | 2,429,680 | 10000 |
|----|----------------|---------|-----------|-----------|-----------|-------|

Personnel

|    |           |           |           |           |           |       |
|----|-----------|-----------|-----------|-----------|-----------|-------|
| 51 | Personnel | 1,507,131 | 1,963,589 | 1,865,291 | 1,865,291 | 10000 |
|----|-----------|-----------|-----------|-----------|-----------|-------|

Elections

|    |                          |           |           |           |           |       |
|----|--------------------------|-----------|-----------|-----------|-----------|-------|
| 21 | County Clerk - Elections | 1,231,109 | 1,591,718 | 1,599,010 | 1,351,071 | 10000 |
|----|--------------------------|-----------|-----------|-----------|-----------|-------|

Communications

|    |                    |           |           |           |           |       |
|----|--------------------|-----------|-----------|-----------|-----------|-------|
| 30 | Communications-ESD | 1,834,339 | 2,019,009 | 2,143,339 | 2,143,339 | 10000 |
|----|--------------------|-----------|-----------|-----------|-----------|-------|

Property Management

|    |                     |        |        |        |        |       |
|----|---------------------|--------|--------|--------|--------|-------|
| 60 | DPW - Real Property | 44,971 | 55,000 | 60,000 | 60,000 | 10000 |
|----|---------------------|--------|--------|--------|--------|-------|

Plant Acquisition

|    |                                    |            |           |           |           |       |
|----|------------------------------------|------------|-----------|-----------|-----------|-------|
| 19 | Plant Acquisition - GF only        | 13,169,954 | 7,255,650 | 1,000,000 | 1,000,000 | 10000 |
|    | Technology-Capital Outlay          | 0          | 0         | 2,479,179 | 2,479,179 | 10500 |
| 19 | La Selva - Park Dedication Fund    | 7,181      | 6,916     | 6,724     | 6,724     | 21120 |
| 19 | Aptos - Park Dedication Fund       | 152,610    | 154,238   | 117,166   | 117,166   | 21125 |
| 19 | Live Oak - Park Dedication Fund    | 131,488    | 389,664   | 139,392   | 139,392   | 21130 |
| 19 | Pajaro - Park Dedication Fund      | 118,677    | 39,310    | 26,761    | 26,761    | 21135 |
| 19 | San Andreas - Park Dedication Fund | 9,385      | 9,038     | 8,788     | 8,788     | 21140 |
| 19 | Carbonera - Park Dedication Fund   | 22,935     | 77,105    | 36,065    | 36,065    | 21145 |
| 19 | Soquel - Park Dedication Fund      | 102,430    | 166,477   | 151,871   | 151,871   | 21150 |
| 19 | San Lorenzo - Park Dedication Fund | 75,217     | 72,440    | 70,438    | 70,438    | 21155 |
| 19 | Aptos Hills - Park Dedication Fund | 39,457     | 57,653    | 16,654    | 16,654    | 21160 |
| 19 | Skyline - Park Dedication Fund     | 7,312      | 7,042     | 125,691   | 125,691   | 21165 |
| 19 | Summit - Park Dedication Fund      | 13,169     | 12,683    | 38,940    | 38,940    | 21170 |
| 19 | Eureka - Park Dedication Fund      | 17,864     | 12,170    | 11,560    | 11,560    | 21175 |

**County of Santa Cruz**

State of California

Schedule of County Specific Financing Uses by Budget Unit by Function and Activity  
for Fiscal Year 2002-03

| Budget Unit<br>Grouped by Function & Activity |   | Actual<br>2000-01   | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund  |
|---|---|---------------------|----------------------|----------------------|------------------------|-------|
| 19  | North Coast - Park Dedication Fund      | 181                 | 1,713                | 1,156                | 1,156                  | 21180 |
| 19  | Bonny Doon - Park Dedication Fund       | 6,987               | 6,729                | 190,866              | 190,866                | 21185 |
| 19  | Salsipuedes - Park Dedication Fund      | 537                 | 550                  | 32,570               | 32,570                 | 21190 |
| 19  | Alba Recreation - Park Dedication Fund  | 673                 | 356                  | 21                   | 21                     | 21195 |
| 19  | Boulder Creek - Park Dedication Fund    | 15,370              | 114,023              | 10,834               | 10,834                 | 21200 |
| 19  | La Selva Rec. - Park Dedication Fund    | 0                   | 56,450               | 12,152               | 12,152                 | 21205 |
| 19  | Opal Cliffs Rec. - Park Dedication Fund | 0                   | 18,350               | 2,400                | 2,400                  | 21210 |
| 19  | Certificates - Park Dedication Fund     | 46,264              | 31,954               | 103,125              | 103,125                | 21215 |
| 19  | Interest- Park Dedication Fund          | 91,224              | 65,000               | 93,425               | 93,425                 | 21216 |
| 19  | Transportation                          | 71,325              | 242,099              | 248,783              | 248,783                | 21220 |
| 19  | State Park Bonds                        | 1,405,632           | 1,405,632            | 0                    | 0                      | 21310 |
| Other General Government                      |   |                     |                      |                      |                        |       |
| 33  | General Services - Administration       | 159,300             | 61,123               | 60,556               | 60,556                 | 10000 |
| 33  | General Services - Facilities Manage.   | 2,670,118           | 3,557,073            | 3,331,399            | 3,331,399              | 10000 |
| 33  | General Services - Central Stores       | (2,622)             | 517                  | (8,372)              | (8,372)                | 10000 |
| 51  | Personnel - Insurance and Bonds         | 503,400             | 704,000              | 714,985              | 714,985                | 10000 |
| 60  | DPW - Surveyor                          | 383,907             | 377,744              | 452,810              | 452,810                | 10000 |
| 60  | DPW - Engineering/Plan Review           | 125,919             | 140,800              | 163,000              | 163,000                | 10000 |
| ALL GENERAL GOVERNMENT                        |   | <b>\$33,914,531</b> | <b>\$33,222,585</b>  | <b>\$28,514,564</b>  | <b>\$27,730,323</b>    |       |
| PUBLIC PROTECTION                             |   |                     |                      |                      |                        |       |
| Judicial                                      |   |                     |                      |                      |                        |       |
| 27  | District Attorney                       | 7,849,409           | 8,529,038            | 9,256,452            | 8,514,343              | 10000 |
| 35  | Grand Jury                              | 50,892              | 69,154               | 67,984               | 58,756                 | 10000 |
| 45  | Courts - General Fund Contrib           | 2,058,209           | 2,029,470            | 2,048,496            | 2,048,496              | 10000 |
| 59  | Public Defender                         | 5,350,785           | 5,698,818            | 6,021,110            | 6,021,110              | 10000 |
| Police Protection                             |   |                     |                      |                      |                        |       |
| 13  | GF Contribution - Police Protection     | 5,884,205           | 5,070,000            | 5,070,000            | 5,070,000              | 10000 |
| 66  | Sheriff-Coroner                         | 16,356,662          | 20,417,548           | 18,459,720           | 18,459,720             | 10000 |
| Detention and Correction                      |   |                     |                      |                      |                        |       |
| 57  | Probation                               | 7,735,323           | 9,239,313            | 9,671,213            | 9,232,273              | 10000 |
| 57  | Juvenile Hall                           | 2,830,196           | 2,886,927            | 3,199,676            | 3,157,512              | 10000 |
| 66  | Court Security                          | 1,462,276           | 1,785,204            | 1,826,644            | 1,826,644              | 10000 |
| 57  | State Correctional Schools              | 250,000             | 239,100              | 275,000              | 155,000                | 10000 |
| 66  | Sheriff-Coroner                         | 14,299,969          | 15,547,475           | 16,371,381           | 16,371,381             | 10000 |
| Fire Protection                               |   |                     |                      |                      |                        |       |
| 30  | County Fire                             | 2,145,722           | 2,420,503            | 3,070,863            | 3,070,863              | 26105 |
| Protection Inspection                         |   |                     |                      |                      |                        |       |
| 3   | Agricultural Commissioner               | 1,236,869           | 1,163,383            | 1,425,049            | 1,302,515              | 10000 |
| 3   | Pest Control                            | 129,312             | 149,173              | 149,173              | 149,173                | 10000 |

**County of Santa Cruz**

State of California

Schedule of County Specific Financing Uses by Budget Unit by Function and Activity  
for Fiscal Year 2002-03

| Budget Unit<br>Grouped by Function & Activity |                                      | Actual<br>2000-01   | Estimated<br>2001-02 | Requested<br>2002-03 | Recommended<br>2002-03 | Fund  |
|---|--------------------------------------|---------------------|----------------------|----------------------|------------------------|-------|
| 3   | Weights and Measures                 | 218,886             | 202,742              | 238,338              | 239,649                | 10000 |
| 60  | DPW-Construction Inspection          | 72,000              | 75,000               | 80,000               | 80,000                 | 10000 |
| Other Protection                              |                                      |                     |                      |                      |                        |       |
| 13  | Animal Control                       | 1,093,310           | 1,094,709            | 1,677,303            | 1,018,046              | 10000 |
| 13  | AMBAG                                | 32,850              | 33,056               | 35,000               | 35,000                 | 10000 |
| 13  | LAFCO                                | 168,771             | 120,711              | 111,133              | 111,133                | 10000 |
| 13  | Fish and Game                        | 27,075              | 21,841               | 129,140              | 129,140                | 21225 |
| 21  | County Clerk - Recorder              | 994,289             | 1,025,500            | 1,120,395            | 1,109,095              | 10000 |
| 25  | Child Support Services               | 2,708,436           | 6,033,638            | 6,473,224            | 6,473,224              | 10000 |
| 30  | Emergency Services -Disaster Resp.   | 274,744             | 405,310              | 526,212              | 526,212                | 10000 |
| 39  | HRA - Public Guardian                | 944,505             | 1,376,683            | 1,433,073            | 1,433,073              | 10000 |
| 54  | Planning                             | 8,084,866           | 9,006,068            | 8,489,904            | 8,489,904              | 10000 |
| ALL PUBLIC PROTECTION                         |                                      | <b>\$82,259,561</b> | <b>\$94,634,364</b>  | <b>\$97,226,483</b>  | <b>\$95,082,262</b>    |       |
| PUBLIC WAYS AND FACILITIES                    |                                      |                     |                      |                      |                        |       |
| Public Ways                                   |                                      |                     |                      |                      |                        |       |
| 60  | Roads                                | 9,975,314           | 27,314,406           | 32,257,478           | 32,257,478             | 25000 |
| 60  | DPW - County Parking Program         | 150,418             | 153,000              | 165,000              | 165,000                | 10000 |
| ALL PUBLIC WAYS AND FACILITIES                |                                      | <b>\$10,125,732</b> | <b>\$27,467,406</b>  | <b>\$32,422,478</b>  | <b>\$32,422,478</b>    |       |
| HEALTH AND SANITATION                         |                                      |                     |                      |                      |                        |       |
| Health  |                                      |                     |                      |                      |                        |       |
| 13  | Air Pollution District               | 0                   | 31,142               | 31,142               | 31,142                 | 10000 |
| 36  | Health Services Agency               | 77,183,062          | 87,529,533           | 89,933,055           | 85,669,174             | 10000 |
| ALL HEALTH AND SANITATION                     |                                      | <b>77,183,062</b>   | <b>87,560,675</b>    | <b>89,964,197</b>    | <b>85,700,316</b>      |       |
| PUBLIC ASSISTANCE                             |                                      |                     |                      |                      |                        |       |
| Administration                                |                                      |                     |                      |                      |                        |       |
| 39  | Human Resources Agency               | 54,992,389          | 62,700,362           | 58,229,513           | 58,229,513             | 10000 |
| Aid Programs                                  |                                      |                     |                      |                      |                        |       |
| 39  | Human Resources Agency               | 20,393,449          | 22,106,093           | 25,458,487           | 25,458,487             | 10000 |
| General Relief                                |                                      |                     |                      |                      |                        |       |
| 39  | Human Resources Agency               | 649,228             | 599,692              | 580,474              | 580,474                | 10000 |
| 66  | Sheriff-Coroner: Burial of Indigents | 25,887              | 40,200               | 34,953               | 34,953                 | 10000 |
| Care of Court Wards                           |                                      |                     |                      |                      |                        |       |
| 57  | Probation-Court Wards                | 155,878             | 256,736              | 225,740              | 225,740                | 10000 |

**County of Santa Cruz**

State of California

Schedule of County Specific Financing Uses by Budget Unit by Function and Activity  
for Fiscal Year 2002-03

| Budget Unit<br>Grouped by Function & Activity |                                 | Actual<br>200061     | Estimated<br>200142  | Requested<br>2002-03 | Recommended<br>200243 | Fund  |
|---|---------------------------------|----------------------|----------------------|----------------------|-----------------------|-------|
| <b>Veteran Services</b>                       |                                 |                      |                      |                      |                       |       |
| 39  | HRA - Veterans Services         | 322,871              | 374,525              | 367,076              | 367,076               | 10000 |
| <b>Other Assistance</b>                       |                                 |                      |                      |                      |                       |       |
| 13  | Housing                         | 170,533              | 116,429              | 234,913              | 234,913               | 21025 |
| 13  | Housing- In Lieu                | 0                    | 75,000               | 1,300,000            | 1,300,000             | 21027 |
| 13  | Housing- Paloma Del Mar         | 59,000               | 51,200               | 55,400               | 55,400                | 21028 |
| 13  | CDBG                            | 50,219               | 41,500               | 2,640                | 2,640                 | 21026 |
| 39  | IHSS                            | 0                    | 506,901              | 4,020,337            | 4,020,337             | 21105 |
| 16  | Commissions                     | 98,253               | 105,859              | 117,800              | 0                     | 10000 |
| 39  | Human Resources-Work Experience | 793,243              | 1,173,793            | 400,000              | 400,000               | 10000 |
| <b>ALL PUBLIC ASSISTANCE</b>                  |                                 | <b>\$77,710,950</b>  | <b>\$88,148,290</b>  | <b>\$91,027,333</b>  | <b>\$90,909,533</b>   |       |
| <b>EDUCATION</b>                              |                                 |                      |                      |                      |                       |       |
| 13  | Library                         | \$2,991,808          | \$3,000,315          | \$3,335,974          | \$3,335,974           | 26100 |
| 6   | Agricultural Extension Services | 110,510              | 191,234              | 132,712              | 142,712               | 10000 |
| <b>ALL EDUCATION</b>                          |                                 | <b>\$3,102,318</b>   | <b>\$3,191,549</b>   | <b>\$3,468,686</b>   | <b>\$3,478,686</b>    |       |
| <b>RECREATION AND CULTURAL SERVICES</b>       |                                 |                      |                      |                      |                       |       |
| 13  | Cultural Resources              | 424,098              | 449,019              | 451,136              | 399,910               | 10000 |
| 13  | Art in Public Places            | 52,200               | 19,100               | 107,971              | 107,971               | 21300 |
| 13  | Off Highway                     | 64,278               | 17,615               | 26,054               | 26,054                | 21110 |
| 49  | Parks, Open Space, Culture      | 4,965,029            | 5,669,422            | 5,946,297            | 5,946,297             | 10000 |
| <b>ALL RECREATION AND CULT. SERV.</b>         |                                 | <b>\$5,505,605</b>   | <b>\$6,155,156</b>   | <b>\$6,531,458</b>   | <b>\$6,480,232</b>    |       |
| <b>DEBT SERVICE</b>                           |                                 |                      |                      |                      |                       |       |
| 13  | Debt Service                    | 5,404,469            | 5,420,045            | 6,282,668            | 6,282,668             | 10000 |
| <b>ALL DEBT SERVICE</b>                       |                                 | <b>\$5,404,469</b>   | <b>\$5,420,045</b>   | <b>\$6,282,668</b>   | <b>\$6,282,668</b>    |       |
| <b>TOTAL SPECIFIC USES</b>                    |                                 | <b>\$295,206,228</b> | <b>\$345,800,070</b> | <b>\$355,437,867</b> | <b>\$348,086,498</b>  |       |

**County of Santa Cruz**  
**State of California**  
Summary of **Special District**  
for Fiscal Year 2002-03

| District | <b>Available</b>            |   | Financing            |                                 | Financing Requirements         |                        |                           |
|----------|-----------------------------|---|----------------------|---------------------------------|--------------------------------|------------------------|---------------------------|
|          | Fund Balance                | Cancellation<br>of Prior Year<br>Reserves | Estimated            | Total<br>Available<br>Financing | Estimated<br>Financing<br>Uses | Provision              |                           |
|          | Unreserved/<br>Undesignated |   | Additional           |                                 |                                | for Reserves           |                           |
|          | June 30, 2002               |   | Financing<br>Sources |                                 |                                | and/or<br>Designations | Financing<br>Requirements |

PUBLIC PROTECTION DISTRICTS

|                                   |                    |                  |                     |                     |                     |            |                     |
|-----------------------------------|--------------------|------------------|---------------------|---------------------|---------------------|------------|---------------------|
| COUNTY SERVICE AREA NO. 48        | (\$3,454)          | \$2,898          | \$847,709           | \$847,153           | \$847,153           | \$0        | \$847,153           |
| COUNTY SERVICE AREA NO. 38        | 0                  | 0                | 10,744,469          | 10,744,469          | 10,744,469          | 0          | 10,744,469          |
| COUNTY SERVICE AREA NO. 4         | 97,191             | 6,998            | 575,892             | 680,081             | 680,081             | 0          | 680,081             |
| PARAJO STORM DRAIN MAINT. DIST.   | 768,612            | 0                | 1,158,572           | 1,927,184           | 1,927,184           | 0          | 1,927,184           |
| SC FLD. CONTR. AND WATER CONS.    | 126,615            | 25,172           | 395,021             | 546,808             | 546,808             | 0          | 546,808             |
| SC FC AND WC (ZONE 6)             | 488,401            | 0                | 137,000             | 625,401             | 625,401             | 0          | 625,401             |
| SC FC AND WC (ZONE 7)             | 1,025,012          | 0                | 1,285,721           | 2,310,733           | 2,310,733           | 0          | 2,310,733           |
| SC FC AND WC (ZONE 4)             | 180,646            | 104,680          | 498,257             | 783,583             | 783,583             | 0          | 783,583             |
| SC FC AND WC (ZONE 5)             | 355,370            | 0                | 322,790             | 678,160             | 678,160             | 0          | 678,160             |
| SC FC AND WC (ZONE 5) EXP CONST   | 834,780            | 0                | 593,160             | 1,427,940           | 1,427,940           | 0          | 1,427,940           |
| SC FC AND WC (ZONE 8)             | 43,642             | 0                | 149,000             | 192,642             | 192,642             | 0          | 192,642             |
| Total Public Protection Districts | <b>\$3,916,815</b> | <b>\$139,748</b> | <b>\$16,707,591</b> | <b>\$20,764,154</b> | <b>\$20,764,154</b> | <b>\$0</b> | <b>\$20,764,154</b> |

**County of Santa Cruz**  
State of California  
Special Districts  
Analysis of Fund Balance Designated/Undesignated  
As of **June 30, 2002**

| District | Fund Balance<br>as of<br>June 30, 2002<br><br>Actual <u>    </u><br>Estimated <b>XX</b> | Less Fund Balance Reserved/Designated At June 30 |                                |              | Fund Balance<br>Unreserved/<br>Undesignated<br>June 30, 2002<br>Estimated |
|----------|---|--|--------------------------------|--------------|---|
|          |   | Encumbrances                                     | General<br>& Other<br>Reserves | Designations |   |

**PUBLIC PROTECTION DISTRICTS**

|  |                    |  |                  |                    |
|--|--------------------|--|------------------|--------------------|
| COUNTY SERVICE AREA NO. 48               | \$2,712            |  | \$6,166          | (\$3.454)          |
| COUNTY SERVICE AREA NO. 38               | 0                  |  | 0                | 0                  |
| COUNTY SERVICE AREA NO. 4                | 239,361            |  | 142,170          | 97,191             |
| PARAJO STORM DRAIN MAINT. DIST.          | 768,612            |  | 0                | 768,612            |
| SC FLD. CONTR. AND WATER CONS.           | 151,787            |  | 25,172           | 126,615            |
| SC FC AND WC (ZONE 6)                    | 488,401            |  | 0                | 488,401            |
| SC FC AND WC (ZONE 7)                    | 1,025,012          |  | 0                | 1,025,012          |
| SC FC AND WC (ZONE 4)                    | 285,326            |  | 104,680          | 180,646            |
| SC FC AND WC (ZONE 5)                    | 355,370            |  | 0                | 355,370            |
| SC FC AND WC (ZONE 5) EXP CONST          | 834,780            |  | 0                | 834,780            |
| SC FC AND WC (ZONE 8)                    | 43,642             |  | 0                | 43,642             |
| <b>Total Public Protection Districts</b> | <b>\$4,195,003</b> |  | <b>\$278,188</b> | <b>\$3,916,815</b> |

**County of Santa Cruz**

State of California

Detail of Provision for Reserves/Designations of Special Districts  
for Fiscal Year 2002-03

| District | Reserves/<br>Designations         | Amount Made Available for<br>Financing by cancellation |                                  | Increase or New Resv/Designation<br>to be Provided in Budget Year |                                  | Total<br>Reserves<br>Designations<br>for Budget<br>Year | Fund/<br>Sub Fund |
|----------|-----------------------------------|--|----------------------------------|---|----------------------------------|---|-------------------|
|          | Balance<br>as of<br>June 30, 2002 | Recommended  | Appr.<br>by the<br>Board of Sup. | Recommended   | Appr.<br>by the<br>Board of Sup. |   |                   |

**PUBLIC PROTECTION DISTRICTS**

|  |                  |                  |            |            |            |                  |       |
|--|------------------|------------------|------------|------------|------------|------------------|-------|
| COUNTY SERVICE AREA NO. 48               | \$6,166          | \$2,898          |            | \$0        |            | \$3,268          | 22110 |
| COUNTY SERVICE AREA NO. 38               | 0                | 0                |            | 0          |            | 0                | 22155 |
| COUNTY SERVICE AREA NO. 4                | 142,170          | 6,998            |            | 0          |            | 135,172          | 22250 |
| PAJARO STORM DRAIN MAINT. DIST           | 0                | 0                |            | 0          |            | 0                | 22245 |
| SC FLD. CONTR. AND WATER CONS.           | 25,172           | 25,172           |            | 0          |            | 0                | 22355 |
| SC FC AND WC (ZONE 6)                    | 0                | 0                |            | 0          |            | 0                | 22375 |
| SC FC AND WC (ZONE 7)                    | 0                | 0                |            | 0          |            | 0                | 22380 |
| SC FC AND WC (ZONE 4)                    | 104,680          | 104,680          |            | 0          |            | 0                | 22345 |
| SC FC AND WC (ZONE 5)                    | 0                | 0                |            | 0          |            | 0                | 22350 |
| SC FC AND WC (ZONE 5) EXP CONST          | 0                | 0                |            | 0          |            | 0                | 22365 |
| SC FC AND WC (ZONE 8)                    | 0                | 0                |            | 0          |            | 0                | 22360 |
| <b>Total Public Protection Districts</b> | <b>\$278,188</b> | <b>\$139,748</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$138,440</b> |       |

**County of Santa Cruz**  
State of California  
Summary of Special District  
for Fiscal Year 2002-03

| District | Available Financing  |   |   |                                 | Financing Requirements         |   |                                    |
|----------|--|---|---|---------------------------------|--------------------------------|---|------------------------------------|
|          | Fund Balance<br>Unreserved/<br>Undesignated<br>June 30, 2002 | Cancellation<br>of Prior Year<br>Reserves | Estimated<br>Additional<br>Financing<br>Sources | Total<br>Available<br>Financing | Estimated<br>Financing<br>Uses | Provision<br>for Reserves<br>and/or<br>Designations | Total<br>Financing<br>Requirements |

**HEALTH & SANITATION DISTRICTS**

|   |                     |                 |                     |                     |                     |            |                     |
|---|---------------------|-----------------|---------------------|---------------------|---------------------|------------|---------------------|
| BEN LOMOND CLOSURE/POST CLOSURE           | \$198,205           | \$0             | \$12,000            | \$210,205           | 210,205             | \$0        | \$210,205           |
| BOULDER CREEK CSA 7                       | 120,604             | 0               | 240,246             | 360,850             | \$360,850           | 0          | 360,850             |
| BUENA VISTA CLOSURE /POST CLOSURE         | 2,866,942           | 0               | 130,000             | 2,996,942           | 2,996,942           | 0          | 2,996,942           |
| REFUSE DISPOSAL 9 C                       | 15,635,047          | 0               | 10,261,855          | 25,896,902          | 25,896,902          | 0          | 25,896,902          |
| GRAHAM HILL CSA 57                        | 37,910              | 0               | 34,430              | 72,340              | 72,340              | 0          | 72,340              |
| DAVENPORT SANITATION CONSTRUCTION         | 99,238              | 0               | 310,797             | 410,035             | 410,035             | 0          | 410,035             |
| DAVENPORT DAVIS-GRUNSKY                   | 58                  | 0               | 11,112              | 11,170              | 11,170              | 0          | 11,170              |
| FREEDOM SANITATION-EXPANSION/CONSTRUCTION | 2,062,321           | 0               | 125,000             | 2,187,321           | 2,187,321           | 0          | 2,187,321           |
| FREEDOM SANITATION DISTRICT               | 386,339             | 0               | 344,855             | 731,194             | 731,194             | 0          | 731,194             |
| MOSQUITO ABATEMENT-CSA #53                | 6,575               | 19,869          | 273,448             | 299,892             | 299,892             | 0          | 299,892             |
| PLACE DE MER CSA 2                        | 25,103              | 0               | 48,426              | 73,529              | 73,529              | 0          | 73,529              |
| ROLLING WOODS CSA 10                      | 16,679              | 0               | 40,667              | 57,346              | 57,346              | 0          | 57,346              |
| SAND DOLLAR BEACH CSA 5                   | 157,552             | 0               | 144,949             | 302,501             | 302,501             | 0          | 302,501             |
| CSA 12 ZONE A-SEPTIC TANK MAINT.          | 280,972             | 0               | 235,000             | 515,972             | 515,972             | 0          | 515,972             |
| CSA 12-SEPTIC TANK MAINTENANCE            | 321,657             | 0               | 513,000             | 834,657             | 834,657             | 0          | 834,657             |
| SUMMIT WEST CSA 54                        | 21,256              | 0               | 40,842              | 62,098              | 62,098              | 0          | 62,098              |
| TRESTLE BEACH CSA 20                      | 6,984               | 0               | 26,488              | 33,472              | 33,472              | 0          | 33,472              |
| <b>TOTAL HEALTH AND SANITATION</b>        | <b>\$22,243,442</b> | <b>\$19,869</b> | <b>\$12,793,115</b> | <b>\$35,056,426</b> | <b>\$35,056,426</b> | <b>\$0</b> | <b>\$35,056,426</b> |

**County of Santa Cruz**  
State of California  
Special Districts  
Analysis of Fund Balance Designated/Undesignated  
As of June 30, 2002

| District | Fund Balance<br>as of<br>June 30, 2002<br>Actual <u>    </u><br>Estimated <b>XX</b> | Less Fund Balance Reserved/Designated At June 30 |                                |              | Fund Balance<br>Unreserved/<br>Undesignated<br>June 30, 2002<br>Estimated |
|----------|---|--|--------------------------------|--------------|---|
|          |   | Encumbrances                                     | General<br>& Other<br>Reserves | Designations |   |

**HEALTH & SANITATION DISTRICTS**

|                                    |                     |  |  |                  |                     |
|------------------------------------|---------------------|--|--|------------------|---------------------|
| BEN LOMOND CLOSURE/POST CLOSURE    | \$198,205           |  |  | \$0              | \$198,205           |
| BOULDER CREEK CSA 7                | 120,604             |  |  | 0                | 120,604             |
| BUENA VISTA CLOSURE /POST CLOSURE  | 2,866,942           |  |  | 0                | 2,866,942           |
| REFUSE DISPOSAL 9 C                | 15,635,047          |  |  | 0                | 15,635,047          |
| GRAHAM HILL CSA 57                 | 37,910              |  |  | 0                | 37,910              |
| DAVENPORT SANITATION CONSTRUCTION  | 99,238              |  |  | 0                | 99,238              |
| DAVENPORT DAVIS-GRUNSKY            | 58                  |  |  | 0                | 58                  |
| FREEDOM SANITATION-EXPANSION C     | 2,062,321           |  |  | 0                | 2,062,321           |
| FREEDOM SANITATION DISTRICT        | 386,339             |  |  | 0                | 386,339             |
| MOSQUITO ABATEMENT-CSA #53         | 194,229             |  |  | 187,654          | 6,575               |
| PLACE DE MER CSA 2                 | 25,103              |  |  | 0                | 25,103              |
| ROLLING WOODS CSA 10               | 16,679              |  |  | 0                | 16,679              |
| SAND DOLLAR BEACH CSA 5            | 157,552             |  |  | 0                | 157,552             |
| CSA 12 ZONE A-SEPTIC TANK MAINT.   | 488,073             |  |  | 207,101          | 280,972             |
| CSA 12-SEPTIC TANK MAINTENANCE     | 435,754             |  |  | 114,097          | 321,657             |
| SUMMIT WEST CSA 54                 | 21,256              |  |  | 0                | 21,256              |
| TRESTLE BEACH CSA 20               | 6,984               |  |  | 0                | 6,984               |
| <b>TOTAL HEALTH AND SANITATION</b> | <b>\$22,752,294</b> |  |  | <b>\$508,852</b> | <b>\$22,243,442</b> |

**County of Santa Cruz**  
State of California  
Detail of Provision for Reserves/Designations of Special Districts  
for Fiscal Year 2002-03

| District                           | Reserves/<br>Designations<br>Balance<br>as of<br>June 30, 2002 | Amount Made Available for<br>Financing by cancellation |                                  | increase or New Resv/Designation<br>to be Provided in Budget Year |                                  | Total<br>Reserves<br>Designations<br>for Budget<br>Year | Fund/<br>Sub Fund |
|------------------------------------|--|--|----------------------------------|---|----------------------------------|---|-------------------|
|                                    |  | Recommended  | Appr.<br>by the<br>Board of Sup. | Recommended   | Appr.<br>by the<br>Board of Sup. |   |                   |
| HEALTH & SANITATION DIST.          |  |  |                                  |   |                                  |   |                   |
| BEN LOMOND CLOSURE/POST CLOSURE    | 0  | 0  |                                  | 0   |                                  | 0   | 50120             |
| BOULDER CREEK CSA 7                | 0  | 0  |                                  | 0   |                                  | 0   | 50105             |
| BUENA VISTA CLOSURE/POST CLOSURE   | 0  | 0  |                                  | 0   |                                  | 0   | 50121             |
| REFUSE DISPOSAL 9 C                | 0  | 0  |                                  | 0   |                                  | 0   | 50110             |
| GRAHAM HILL CSA 57                 | 0  | 0  |                                  | 0   |                                  | 0   | 50141             |
| DAVENPORT SANITATION               | 0  | 0  |                                  | 0   |                                  | 0   | 50125             |
| DAVENPORT DAVIS-GRUNSKY            | 0  | 0  |                                  | 0   |                                  | 0   | 33155             |
| FREEDOM SANITATION-EXPANSION CON   | 0  | 0  |                                  | 0   |                                  | 0   | 50140             |
| FREEDOM SANITATION DISTRICT        | 0  | 0  |                                  | 0   |                                  | 0   | 50130             |
| MOSQUITO ABATEMENT-CSA #53         | 187,654  | 19,869   |                                  | 0   |                                  | 167,785   | 22233             |
| PLACE DE MER CSA 2                 | 0  | 0  |                                  | 0   |                                  | 0   | 50143             |
| ROLLING WOODS CSA 10               | 0  | 0  |                                  | 0   |                                  | 0   | 50170             |
| SAND DOLLAR BEACH CSA 5            | 0  | 0  |                                  | 0   |                                  | 0   | 50200             |
| CSA 12 ZONE A-SEPTIC TANK MAINT.   | 207,101  | 0  |                                  | 0   |                                  | 207,101   | 50225             |
| CSA 12-SEPTIC TANK MAINTENANCE     | 114,097  | 0  |                                  | 0   |                                  | 114,097   | 50215             |
| SUMMIT WEST CSA 54                 | 0  | 0  |                                  | 0   |                                  | 0   | 25226             |
| TRESTLE BEACH CSA 20               | 0  | 0  |                                  | 0   |                                  | 0   | 50230             |
| <b>TOTAL HEALTH AND SANITATION</b> | <b>\$508,852</b>   | <b>\$19,869</b>  | <b>\$0</b>                       | <b>\$0</b>  | <b>\$0</b>                       | <b>\$488,983</b>  |                   |

**County of Santa Cruz**  
State of California  
Summary of Special District  
for Fiscal Year 2002-03

|          | Available Financing   |   |   |                                 | Financing Requirements         |   |                                    |
|----------|---|---|---|---------------------------------|--------------------------------|---|------------------------------------|
|          | Fund Balance<br>Unreserved1<br>Undesignated<br>June 30,2002 | Cancellation<br>of Prior Year<br>Reserves | Estimated<br>Additional<br>Financing<br>Sources | Total<br>Available<br>Financing | Estimated<br>Financing<br>Uses | Provision<br>for Reserves<br>and/or<br>Designations | Total<br>Financing<br>Requirements |
| District |   |   |   |                                 |                                |   |                                    |

**RECREATION DISTRICTS**

|                                   |                  |                 |                  |                    |                    |            |                    |
|-----------------------------------|------------------|-----------------|------------------|--------------------|--------------------|------------|--------------------|
| CSA 1I-PARKS AND RECREATION       | \$217,625        | \$48,773        | \$915,112        | \$1,181,510        | \$1,181,510        | \$0        | \$1,181,510        |
| CSA 11L - LOMPICO COMMUNITY CTR   | 4                | 3               | 0                | 7                  | 0                  | 7          | 7                  |
| <b>TOTAL RECREATION DISTRICTS</b> | <b>\$217,629</b> | <b>\$48,776</b> | <b>\$915,112</b> | <b>\$1,181,517</b> | <b>\$1,181,510</b> | <b>\$7</b> | <b>\$1,181,517</b> |

State Controller  
County Budget Act  
(1985)

District Budget Form  
Schedule 14  
Governing Board.  
Board of Supervisors X  
Others

**County of Santa Cruz**

State of California

Special Districts

Analysis of Fund Balance Designated/undesignated

As of June 30, 2002

|          | Fund Balance                                 | Less Fund Balance Reserved/Designated At June 30 |                                |              | Fund Balance<br>Unreserved/<br>Undesignated<br>June 30, 2002<br>Estimated |
|----------|--|--|--------------------------------|--------------|---|
|          |  | Encumbrances                                     | General<br>8 Other<br>Reserves | Designations |   |
| District | June 30, 2002<br>Actual ____<br>Estimated XX |  |                                |              |   |

**RECREATION DISTRICTS**

|                                   |                  |  |                  |                  |
|-----------------------------------|------------------|--|------------------|------------------|
| CSA 11-PARKS AND RECREATION       | \$317,753        |  | \$100,128        | \$217,625        |
| CSA 11L - LOMPICO COMMUNITY CTR.  | 7                |  | 3                | 4                |
| <b>TOTAL RECREATION DISTRICTS</b> | <b>\$317,760</b> |  | <b>\$100,131</b> | <b>\$217,629</b> |

**County of Santa Cruz**

State of California

Detail of Provision for Reserves/Designations of Special Districts  
for Fiscal Year 2002-03

| District | Reserves/<br>Designations<br>Balance<br>as of<br>June 30, 2002 | Amount Made Available for<br>Financing by cancellation |                                  | Increase or New Resv/Designation<br>to be Provided in Budget Year |                                  | Total<br>Reserves<br>Designations<br>for Budget<br>Year | Fund/<br>Sub Fund |
|----------|--|--|----------------------------------|---|----------------------------------|---|-------------------|
|          |  | Recommended  | Appr.<br>by the<br>Board of Sup. | Recommended   | Appr.<br>by the<br>Board of Sup. |   |                   |

**RECREATION DISTRICTS**

|                                   |                  |                 |            |            |            |                 |       |
|-----------------------------------|------------------|-----------------|------------|------------|------------|-----------------|-------|
| CSA 11-PARKS AND RECREATION       | 100,128          | 48,773          |            | 0          |            | 51,355          | 22290 |
| CSA 11L - LOMPICO COMMUNITY       | 3                | 3               |            | 0          |            | 0               | 22294 |
| <b>TOTAL RECREATION DISTRICTS</b> | <b>\$100,131</b> | <b>\$48,776</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$51,355</b> |       |

**County of Santa Cruz**  
State of California  
Summary of Special District  
for Fiscal Year 2002-03

| District                         | Available Financing           |                           |                      |                        | Financing Requirements |                              |                           |
|----------------------------------|-------------------------------|---------------------------|----------------------|------------------------|------------------------|------------------------------|---------------------------|
|                                  | Fund Balance                  | of Prior Year<br>Reserves | Estimated            | Available<br>Financing | Provision              |                              |                           |
|                                  | Unreserved                    |                           | Additional           |                        | Financing<br>uses      | for Reserves<br>Designations | Financing<br>Requirements |
|                                  | Undesignated<br>June 30, 2002 |                           | Financing<br>Sources |                        |                        |                              |                           |
| ROADS                            |                               |                           |                      |                        |                        |                              |                           |
| APTOS SEASCAPE CSA #3            | \$0                           | \$0                       | \$79,151             | \$79,151               | \$79,151               | \$0                          | \$79,151                  |
| BONITA-ENCINO DRIVE CSA 43       | 8,388                         | 0                         | 7,726                | 16,114                 | 16,114                 | 0                            | 16,114                    |
| BRAEMOOR CSA 47                  | 12,095                        | 0                         | 5,350                | 17,445                 | 17,445                 | 0                            | 17,445                    |
| COUNTY HIGHWAY SAFETY AREA 9     | 934,137                       | 0                         | 959,250              | 1,893,387              | 1,893,387              | 0                            | 1,893,387                 |
| COUNTY HIGHWAY SAFETY AREA 9 A   | 574,237                       | 0                         | 391,233              | 965,470                | 575,000                | 390,470                      | 965,470                   |
| COUNTY HIGHWAY SAFETY AREA 9 B   | 1,177                         | 0                         | 6,289                | 7,466                  | 7,466                  | 0                            | 7,466                     |
| STREETSCAPE CSA 9 E              | 25,423                        | 0                         | 41,400               | 66,823                 | 55,500                 | 11,323                       | 66,823                    |
| COUNTY ROAD MAINTENANCE CSA 9D   | 0                             | 0                         | 853,091              | 853,091                | 853,091                | 0                            | 853,091                   |
| COUNTY ROAD MAINTENANCE CSA 9D : | 0                             | 0                         | 1,360,387            | 1,360,387              | 1,360,387              | 0                            | 1,360,387                 |
| COUNTY ROAD MAINTENANCE CSA 9D : | 0                             | 0                         | 397,496              | 397,496                | 397,496                | 0                            | 397,496                   |
| COUNTRY ESTATES CSA 35           | 27,205                        | 0                         | 6,343                | 33,548                 | 33,548                 | 0                            | 33,548                    |
| EMPIRE ACRES CSA 17              | 50,865                        | 0                         | 11,191               | 62,056                 | 62,056                 | 0                            | 62,056                    |
| FOREST GLEN CSA36                | 129,281                       | 0                         | 53,025               | 182,306                | 182,306                | 0                            | 182,306                   |
| GLENWOOD ACRES CSA 30            | 35,583                        | 0                         | 8,230                | 43,813                 | 43,813                 | 0                            | 43,813                    |
| HIDDEN VALLEY CSA 26             | 23,437                        | 0                         | 32,490               | 55,927                 | 55,927                 | 0                            | 55,927                    |
| HOPKINS GULCH CSA 51             | 59,685                        | 0                         | 126,086              | 185,771                | 185,771                | 0                            | 185,771                   |
| HUCKLEBERRY WOODS CSA 15         | 71,791                        | 0                         | 10,520               | 82,311                 | 82,311                 | 0                            | 82,311                    |
| HUTCHINSON ROAD CSA 13           | 366,789                       | 0                         | 69,495               | 436,284                | 436,284                | 0                            | 436,284                   |
| KELLY HILL CSA 22                | 1,934                         | 0                         | 307                  | 2,241                  | 2,241                  | 0                            | 2,241                     |
| LARSEN ROAD CSA 34               | 17,345                        | 0                         | 10,218               | 27,563                 | 27,563                 | 0                            | 27,563                    |
| LOMA PRIETA CSA 41               | 79,241                        | 0                         | 13,462               | 92,703                 | 92,703                 | 0                            | 92,703                    |
| LOMOND TERRACE CSA 28            | 17,369                        | 0                         | 41,888               | 59,257                 | 59,257                 | 0                            | 59,257                    |
| OAKFLAT ROAD CSA 13A             | 29,624                        | 0                         | 6,743                | 36,367                 | 36,367                 | 0                            | 36,367                    |
| OLD RANCH ROAD CSA 23            | 22,876                        | 0                         | 8,085                | 30,961                 | 30,961                 | 0                            | 30,961                    |
| PINECREST CSA 46                 | 47,042                        | 0                         | 4,665                | 51,707                 | 51,707                 | 0                            | 51,707                    |
| PINERIDGE CSA 24                 | 9,396                         | 0                         | 14,310               | 23,706                 | 23,706                 | 0                            | 23,706                    |
| RALSTONWAY CSA 40                | 7,138                         | 0                         | 3,864                | 11,002                 | 11,002                 | 0                            | 11,002                    |
| REDWOOD DRIVE CSA 33             | 29,372                        | 0                         | 23,700               | 53,072                 | 53,072                 | 0                            | 53,072                    |
| REED STREET CSA 39               | 2,491                         | 0                         | 100                  | 2,591                  | 2,591                  | 0                            | 2,591                     |
| ROBAK DRIVE CSA 16               | 22,006                        | 0                         | 7,848                | 29,854                 | 29,854                 | 0                            | 29,854                    |
| ROBERTS ROAD CSA 37              | 43,435                        | 0                         | 10,900               | 54,335                 | 54,335                 | 0                            | 54,335                    |
| SUNBEAM WOODS CSA 44             | 9,685                         | 0                         | 13,592               | 23,277                 | 23,277                 | 0                            | 23,277                    |
| SUNLIT LANE CSA 42               | 5,179                         | 0                         | 4,506                | 9,685                  | 9,685                  | 0                            | 9,685                     |
| UPPER PLEASANT VALLEY CSA 52     | 10,710                        | 0                         | 1,487                | 12,197                 | 12,197                 | 0                            | 12,197                    |
| VIEW CIRCLE ROAD CSA 32          | 2,377                         | 0                         | 1,040                | 3,417                  | 3,417                  | 0                            | 3,417                     |
| VIEWPOINT ROAD CSA 25            | 32,231                        | 0                         | 7,706                | 39,937                 | 39,937                 | 0                            | 39,937                    |
| VINEYARD CSA 50                  | 40,298                        | 0                         | 6,645                | 46,943                 | 46,943                 | 0                            | 46,943                    |
| WESTDALE DRIVE CSA 21            | 69,688                        | 0                         | 4,896                | 74,584                 | 74,584                 | 0                            | 74,584                    |
| RIVERDALE DRIVE CSA 55           | 45,543                        | 0                         | 17,102               | 62,645                 | 62,645                 | 0                            | 62,645                    |
| FELTON GROVE CSA 56              | 48,661                        | 0                         | 13,627               | 62,288                 | 62,288                 | 0                            | 62,288                    |
| WHITEHOUSE CANYON DRIVE CSA 18   | 11,661                        | 0                         | 4,822                | 16,483                 | 16,483                 | 0                            | 16,483                    |
| TOTAL                            | \$2,925,395                   | \$0                       | \$4,640,266          | \$7,565,661            | \$7,163,868            | \$401,793                    | \$7,565,661               |

## County of Santa Cruz

State of California

Special Districts

Analysis of Fund Balance Designated/Undesignated

As of June 30.2002

| District | Fund Balance<br>as of<br>June 30,2002<br><br>Actual ____<br>Estimated XX | Less Fund Balance Reserved/Designated At June 30 |                                |              | Fund Balance<br>Unreserved/<br>Undesignated<br>June 30,2002<br><br>Estimated |
|----------|--|--|--------------------------------|--------------|--|
|          |  | Encumbrances                                     | General<br>& Other<br>Reserves | Designations |  |

### ROADS

|                              |                    |  |  |                 |                   |
|------------------------------|--------------------|--|--|-----------------|-------------------|
| APTOS SEASCAPE CSA #3        | \$0                |  |  | \$0             | \$0               |
| BONITA-ENCINO DRIVE CSA 43   | 8,388              |  |  | 0               | 8,388             |
| BRAEMOOR CSA 47              | 12,095             |  |  | 0               | 12,095            |
| CNTY HWY SAFETY AREA 9       | 934,137            |  |  | 0               | 934,137           |
| CNTY HWY SAFETY AREA 9 A     | 574,237            |  |  | 0               | 574,237           |
| CNTY HWY SAFETY AREA 9 B     | 1,177              |  |  | 0               | 1,177             |
| STREETSCAPE CSA 9 E          | 39,980             |  |  | 14,557          | 25,423            |
| CNTY RD MAINT. CSA 9D 1      | 0                  |  |  | 0               | 0                 |
| CNTY RD MAINT. CSA 9D 2      | 0                  |  |  | 0               | 0                 |
| CNTY RD MAINT. CSA 9D 3      | 0                  |  |  | 0               | 0                 |
| COUNTRY ESTATES CSA 35       | 27,205             |  |  | 0               | 27,205            |
| EMPIRE ACRES CSA 17          | 50,865             |  |  | 0               | 50,865            |
| FOREST GLEN CSA36            | 129,281            |  |  | 0               | 129,281           |
| GLENWOOD ACRES CSA 30        | 35,583             |  |  | 0               | 35,583            |
| HIDDEN VALLEY CSA 26         | 23,437             |  |  | 0               | 23,437            |
| HOPKINS GULCH CSA 51         | 59,685             |  |  | 0               | 59,685            |
| HUCKLEBERRY WOODS CSA 15     | 71,791             |  |  | 0               | 71,791            |
| HUTCHINSON ROAD CSA 13       | 366,789            |  |  | 0               | 366,789           |
| KELLY HILL CSA 22            | 1,934              |  |  | 0               | 1,934             |
| LARSEN ROAD CSA 34           | 17,345             |  |  | 0               | 17,345            |
| LOMA PRIETA CSA 41           | 79,241             |  |  | 0               | 79,241            |
| LOMOND TERRACE CSA 28        | 17,369             |  |  | 0               | 17,369            |
| OAKFLAT ROAD CSA 13A         | 29,624             |  |  | 0               | 29,624            |
| OLD RANCH ROAD CSA 23        | 22,876             |  |  | 0               | 22,876            |
| PINECREST CSA 46             | 47,042             |  |  | 0               | 47,042            |
| PINERIDGE CSA 24             | 9,396              |  |  | 0               | 9,396             |
| RALSTON WAY CSA 40           | 7,138              |  |  | 0               | 7,138             |
| REDWOOD DRIVE CSA 33         | 29,372             |  |  | 0               | 29,372            |
| REED STREET CSA 39           | 2,491              |  |  | 0               | 2,491             |
| ROBAK DRIVE CSA 16           | 22,006             |  |  | 0               | 22,006            |
| ROBERTS ROAD CSA 37          | 43,435             |  |  | 0               | 43,435            |
| SUNBEAM WOODS CSA 44         | 9,685              |  |  | 0               | 9,685             |
| SUNLIT LANE CSA 42           | 5,179              |  |  | 0               | 5,179             |
| UPPER PLEASANT VALLEY CSA 52 | 10,710             |  |  | 0               | 10,710            |
| VIEW CIRCLE ROAD CSA 32      | 2,377              |  |  | 0               | 2,377             |
| VIEWPOINT ROAD CSA 25        | 32,231             |  |  | 0               | 32,231            |
| VINEYARD CSA 50              | 40,298             |  |  | 0               | 40,298            |
| WESTDALE DRIVE CSA 21        | 69,688             |  |  | 0               | 69,688            |
| RIVERDALE DRIVE CSA 55       | 45,543             |  |  | 0               | 45,543            |
| FELTON GROVE CSA 56          | 48,661             |  |  | 0               | 48,661            |
| WHITEHOUSE CANYON CSA 18     | 11,661             |  |  | 0               | 11,661            |
| <b>TOTAL</b>                 | <b>\$2,939,952</b> |  |  | <b>\$14,557</b> | <b>52,925,395</b> |

**County of Santa Cruz**  
State of California  
Detail of Provision for Reserves/Designations of Special Districts  
for Fiscal Year 2002-03

| District | Reserved<br>Designations<br>Balance<br>as of<br>June 30, 2002 | Amount Made Available for<br>Financing by cancellation |                                  | Increase or New Resv/Designation<br>to be Provided in Budget Year |                                  | Total<br>Reserves<br>Designations<br>for Budget<br>Year | Fund/<br>Sub Fund |
|----------|---|--|----------------------------------|---|----------------------------------|---|-------------------|
|          |   | Recommended  | Appr.<br>by the<br>Board of Sup. | Recommended   | Appr.<br>by the<br>Board of Sup. |   |                   |

**ROAD DISTRICTS**

|                             |                 |            |  |            |                  |            |                  |
|-----------------------------|-----------------|------------|--|------------|------------------|------------|------------------|
| APTOS SEASCAPE CSA #3       | 0               | 0          |  | 0          |                  | 0          | 22100            |
| BONITA-ENCINO DRIVE CSA 43  | 0               | 0          |  | 0          |                  | 0          | 22160            |
| BRAEMOOR CSA 47             | 0               | 0          |  | 0          |                  | 0          | 22105            |
| CNTY HWY SAFETY AREA 9      | 0               | 0          |  | 0          |                  | 0          | 22115            |
| CNTY HWY SAFETY AREA 9 A    | 0               | 0          |  | 390,470    |                  | 390,470    | 22120            |
| CNTY HWY SAFETY AREA 9 B    | 0               | 0          |  | 0          |                  | 0          | 22125            |
| STREETSCAPE CSA 9 E         | 14,557          | 0          |  | 11,323     |                  | 25,880     | 22141            |
| CNTY RD MAINT. CSA 9D 1     | 0               | 0          |  | 0          |                  | 0          | 22130            |
| CNTY RD MAINT. CSA 9D 2     | 0               | 0          |  | 0          |                  | 0          | 22135            |
| CNTY RD MAINT. CSA 9D 3     | 0               | 0          |  | 0          |                  | 0          | 22140            |
| COUNTRY ESTATES CSA 35      | 0               | 0          |  | 0          |                  | 0          | 22145            |
| EMPIRE ACRES CSA 17         | 0               | 0          |  | 0          |                  | 0          | 22150            |
| FOREST GLEN CSA 36          | 0               | 0          |  | 0          |                  | 0          | 22165            |
| GLENWOOD ACRES CSA 30       | 0               | 0          |  | 0          |                  | 0          | 22170            |
| HIDDEN VALLEY CSA 26        | 0               | 0          |  | 0          |                  | 0          | 22180            |
| HOPKINS GULCH CSA 51        | 0               | 0          |  | 0          |                  | 0          | 22185            |
| HUCKLEBERRY WOODS CSA 15    | 0               | 0          |  | 0          |                  | 0          | 22190            |
| HUTCHINSON ROAD CSA 13      | 0               | 0          |  | 0          |                  | 0          | 22195            |
| KELLY HILL CSA 22           | 0               | 0          |  | 0          |                  | 0          | 22210            |
| LARSEN ROAD CSA 34          | 0               | 0          |  | 0          |                  | 0          | 22215            |
| LOMA PRIETA CSA 41          | 0               | 0          |  | 0          |                  | 0          | 22220            |
| LOMOND TERRACE CSA 28       | 0               | 0          |  | 0          |                  | 0          | 22225            |
| OAKFLAT ROAD CSA 13A        | 0               | 0          |  | 0          |                  | 0          | 22200            |
| OLD RANCH ROAD CSA 23       | 0               | 0          |  | 0          |                  | 0          | 22240            |
| PINECREST CSA 46            | 0               | 0          |  | 0          |                  | 0          | 22265            |
| PINERIDGE CSA 24            | 0               | 0          |  | 0          |                  | 0          | 22275            |
| RALSTON WAY CSA 40          | 0               | 0          |  | 0          |                  | 0          | 22285            |
| REDWOOD DRIVE CSA 33        | 0               | 0          |  | 0          |                  | 0          | 22300            |
| REED STREET CSA 39          | 0               | 0          |  | 0          |                  | 0          | 22305            |
| ROBAK DRIVE CSA 16          | 0               | 0          |  | 0          |                  | 0          | 22320            |
| ROBERTS ROAD CSA 37         | 0               | 0          |  | 0          |                  | 0          | 22310            |
| SUNBEAM WOODS CSA 44        | 0               | 0          |  | 0          |                  | 0          | 22405            |
| SUNLIT LANE CSA 42          | 0               | 0          |  | 0          |                  | 0          | 22400            |
| UPPER PLEASANT VALLEY CSA 5 | 0               | 0          |  | 0          |                  | 0          | 22435            |
| VIEW CIRCLE ROAD CSA 32     | 0               | 0          |  | 0          |                  | 0          | 22420            |
| VIEWPOINT ROAD CSA 25       | 0               | 0          |  | 0          |                  | 0          | 22425            |
| VINEYARD CSA 50             | 0               | 0          |  | 0          |                  | 0          | 22410            |
| WESTDALE DRIVE CSA 21       | 0               | 0          |  | 0          |                  | 0          | 22240            |
| RIVERDALE DRIVE CSA 55      | 0               | 0          |  | 0          |                  | 0          | 22317            |
| FELTON GROVE CSA 56         | 0               | 0          |  | 0          |                  | 0          | 22166            |
| WHITEHOUSE CANYON CSA 18    | 0               | 0          |  | 0          |                  | 0          | 22445            |
| <b>TOTAL ROAD DISTRICTS</b> | <b>\$14,557</b> | <b>\$0</b> |  | <b>\$0</b> | <b>\$401,793</b> | <b>\$0</b> | <b>\$416,350</b> |

**County of Santa Cruz**  
State of California  
Summary of Special District  
for Fiscal Year 2002-03

| District |  | Available Financing                       |   |                                 | Financing Requirements         |   |                                    |
|----------|--|---|---|---------------------------------|--------------------------------|---|------------------------------------|
|          | Fund Balance<br>Unreserved/<br>Undesignated<br>June 30, 2002 | Cancellation<br>of Prior Year<br>Reserves | Estimated<br>Additional<br>Financing<br>Sources | Total<br>Available<br>Financing | Estimated<br>Financing<br>Uses | Provision<br>for Reserves<br>and/or<br>Designations | Total<br>Financing<br>Requirements |

REDEVELOPMENT AGENCY

|                                     |                    |                    |                     |                     |                     |                    |                     |
|-------------------------------------|--------------------|--------------------|---------------------|---------------------|---------------------|--------------------|---------------------|
| TAX INCREMENT-CAPITAL PROJECTS      | 1,380,790          | 0                  | 9,047,431           | 10,428,221          | 8,853,661           | 1,574,560          | 10,428,221          |
| TAX INCREMENT-LMIH                  | 3,734,304          | 0                  | 4,722,846           | 8,457,150           | 6,067,613           | 2,389,537          | 8,457,150           |
| RDA ADMINISTRATION-CAPITAL PROJECTS | (113,814)          | 113,814            | 1,914,295           | 1,914,295           | 1,914,295           | 0                  | 1,914,295           |
| RDA ADMINISTRATION-LMIH             | (2,445)            | 2,445              | 520,050             | 520,050             | 520,050             | 0                  | 520,050             |
| RDA CAPITAL PROJECTS FUND           | 1,079,271          | 0                  | 9,006,178           | 10,085,449          | 9,057,031           | 1,028,418          | 10,085,449          |
| RDA LOW AND MOD INCOME HOUSING      | (1,497,800)        | 8,832,800          | 25,000              | 7,360,000           | 7,360,000           | 0                  | 7,360,000           |
| SOQUEL VILLAGE BUSINESS IMPROVE.    | 698                | 1,280              | 150                 | 2,128               | 2,128               | 0                  | 2,128               |
| SOQUEL VILLAGE PARKING IMPROVE.     | 20,595             | 0                  | 22,500              | 43,095              | 29,900              | 13,195             | 43,095              |
| <b>TOTAL REDEVELOPMENT</b>          | <b>\$4,601,599</b> | <b>\$8,950,339</b> | <b>\$25,258,450</b> | <b>\$38,810,388</b> | <b>\$33,804,678</b> | <b>\$5,005,710</b> | <b>\$38,810,388</b> |

**County of Santa Cruz**

State of California

Special Districts

Analysis of Fund Balance Designated/Undesignated

As of June 30, 2002

|          | Fund Balance<br>as of<br>June 30, 2002<br><br>Actual ____<br>Estimated XX | Less Fund Balance Reserved/Designated At June 30 |                                |              | Fund Balance<br>Unreserved/<br>Undesignated<br>June 30, 2002<br>Estimated |
|----------|---|--|--------------------------------|--------------|---|
|          |   | Encumbrances                                     | General<br>& Other<br>Reserves | Designations |   |
| District |   |  |                                |              |   |

**REDEVELOPMENT AGENCY**

|                                 |                     |  |                     |                    |
|---------------------------------|---------------------|--|---------------------|--------------------|
| TAX INCREMENT-CAPITAL PROJECTS  | \$10,384,302        |  | \$9,003,512         | \$1,380,790        |
| TAX INCREMENT-LMIH              | 6,808,371           |  | 3,074,067           | 3,734,304          |
| RDA ADMINISTRATION-CAPITAL PROJ | 0                   |  | 113,814             | (113,814)          |
| RDA ADMINISTRATION-LMIH         | 0                   |  | 2,445               | (2,445)            |
| RDA CAPITAL PROJECTS FUND       | 26,506,465          |  | 25,427,194          | 1,079,271          |
| RDA LOW AND MOD INCOME HOUSING  | 9,901,264           |  | 11,399,064          | (1,497,800)        |
| SOQUEL VILLAGE BUSINESS IMPROVE | 5,865               |  | 5,167               | 698                |
| SOQUEL VILLAGE PARKING IMPROVE. | 62,404              |  | 41,809              | 20,595             |
| <b>TOTAL REDEVELOPMENT</b>      | <b>\$53,668,671</b> |  | <b>\$49,067,072</b> | <b>\$4,601,599</b> |

## County of Santa Cruz

State of California

Detail of Provision for Reserves/Designations of Special Districts  
for Fiscal Year 2002-03

| District | Reserved<br>Designations<br>Balance<br>as of<br>June 30, 2002 | Amount Made Available for<br>Financing by cancellation |                                  | Increase or New Resv/Designation<br>to be Provided in Budget Year |                                  | Total<br>Reserves<br>Designations<br>for Budget<br>Year | Fund/<br>Sub Fund |
|----------|---|--|----------------------------------|---|----------------------------------|---|-------------------|
|          |   | Recommended  | Appr.<br>by the<br>Board of Sup. | Recommended   | Appr.<br>by the<br>Board of Sup. |   |                   |

### REDEVELOPMENT AGENCY

|                              |                     |                    |            |                    |            |                     |       |
|------------------------------|---------------------|--------------------|------------|--------------------|------------|---------------------|-------|
| TAX INCREMENT-CAPITAL PROJE  | 9,003,512           | 0                  |            | 1,574,560          |            | 10,578,072          | 32121 |
| TAX INCREMENT-LMIH           | 3,074,067           | 0                  |            | 2,389,537          |            | 5,463,604           | 32122 |
| RDA ADMINISTRATION-CAPITALP  | 113,814             | 113,814            |            | 0                  |            | 0                   | 27010 |
| RDA ADMINISTRATION-LMIH      | 2,445               | 2,445              |            | 0                  |            | 0                   | 27020 |
| RDA CAPITAL PROJECTS FUND    | 25,427,194          | 0                  |            | 1,028,418          |            | 26,455,612          | 28100 |
| RDA LOW AND MOD INCOME HOU   | 11,399,064          | 8,832,800          |            | 0                  |            | 2,566,264           | 29200 |
| SOQUEL VILLAGE BUSINESS IMPR | 5,167               | 1,280              |            | 0                  |            | 3,887               | 71170 |
| SOQUEL VILLAGE PARKING IMPR  | 41,809              | 0                  |            | 13,195             |            | 55,004              | 71175 |
| <b>TOTAL REDEVELOPMENT</b>   | <b>\$49,067,072</b> | <b>\$8,950,339</b> | <b>\$0</b> | <b>\$5,005,710</b> | <b>\$0</b> | <b>\$45,122,443</b> |       |