



24-5398

**DATE:** April 16, 2024 (Item No. {{item.number}})

**TO:** Board of Supervisors

**FROM:** James R. Williams, County Executive

**SUBJECT:** Appropriation Modification related to the Reclassification of one Senior MA to ASM II in BU 202

### **RECOMMENDED ACTION**

Approve Request for Appropriation No. 181 - \$4,867 transferring funds from the General Fund Contingency Reserve to the Office of the District Attorney budget relating to the reclassification of one Senior Management to Administrative Services Manager II in the Office of the District Attorney. (4/5 Vote)

### **FISCAL IMPLICATIONS**

The recommended action increases Salaries and Benefits appropriations by \$4,867 in the Office of the District Attorney's Fiscal Year (FY) 2023-2024 Adopted Budget and decreases the General Fund Contingency Reserve by the same amount.

The Adopted Budget for the Fiscal Year (FY) 2023-24 General Fund Contingency Reserve was \$218,587,995. Board policy 4.3 states that the contingency reserve should be 5% of general revenues net of pass-through revenue. Since the use of contingency reserve impacts compliance with this policy, the midyear budget analysis included a \$9,411,129 replenishment of this reserve. The balance of this reserve as of March 12, 2024, is \$217,536,162 indicating that \$1,051,833 has been allocated for other purposes since the mid-year action to replenish reserve. There may be additional pending actions that will impact this balance once they are approved and processed.

The ongoing cost of the recommended action is approximately \$20,418 and will increase the projected General Fund budget deficit for FY 2024-2025 by the same amount. Since the FY 2024-2025 Recommended and Adopted Budgets are required to be balanced pursuant to Government Code Section 29009, this increased budget deficit will likely need to be addressed by reducing ongoing expenditure appropriations by an additional \$55,000.

### **REASONS FOR RECOMMENDATION AND BACKGROUND**

The original action to approve the Appropriation No. 181 (Item No. 35, ID# 24-4820), was

submitted at the March 26, 2024 Board of Supervisors meeting. Due to a technical error, the Appropriation Modification was made unavailable for review, and the Request for Appropriation Modification is being resubmitted for Board approval.

### **CHILD IMPACT**

The recommended action will have no/neutral impact on children and youth.

### **SENIOR IMPACT**

The recommended action will have no/neutral impact on seniors.

### **SUSTAINABILITY IMPLICATIONS**

The recommended action will have no/neutral sustainability implications.

### **CONSEQUENCES OF NEGATIVE ACTION**

The Appropriation Modification and ensuing transfer of funds will not be approved.

### **STEPS FOLLOWING APPROVAL**

The Clerk of the Board of Supervisors is requested to send OneMeeting notifications of completed processing to Dimitra Stouras, Staci Bjerk, Jennifer Paredes-Fricano, and Zullay Rodriguez, Employee Services Agency, Human Resources Department.

### **ATTACHMENTS:**

- Appropriation Modification – F85 181