



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



Date: September 8, 2016
Board Meeting Date: September 20, 2016
Special Notice/Hearing: Yes
Vote Required: Majority

TO: Honorable Board of Supervisors
FROM: John L. Maltbie, County Manager
SUBJECT: Final Budget Changes to the Fiscal Year 2016-17 Approved Recommended Budget

RECOMMENDATION:

Approve the following actions related to final budget changes to the Fiscal Year 2016-17 Approved Recommended Budget:

1. Adopt Resolutions:
 - a. approving the revised County of San Mateo budget as to the expenditures for Fiscal Year 2016-17 and making appropriations therefore;
 - b. approving the revised County of San Mateo budget as to the means of financing for Fiscal Year 2016-17;
 - c. establishing the appropriation limit for the County of San Mateo for Fiscal Year 2016-17; and
 - d. amending the Master Salary Resolution for changes related to the Fiscal Year 2016-17 budget.

BACKGROUND:

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

On September 22, 2015, as part of the two year budget process, the Board of Supervisors approved the FY 2015-16 Adopted Budget and received the FY 2016-17 Preliminary Recommended Budget. On June 21, 2016 the Board formally approved the FY 2016-17 Recommended Budget. The purpose of this budget transmittal is to seek formal approval of the FY 2016-17 Adopted Budget, which has been amended to include FY 2015-16 year-end Fund Balance adjustments; the reappropriation of capital improvement projects, IT projects and **Measure A** initiatives; and other adjustments deemed necessary to ensure the effective delivery of services that contribute to achieving County goals.

DISCUSSION:

The Recommended Budget that the Board approved on June 21, 2016 was \$2.6 billion with 5,438 authorized positions. With the completion of the County's year-end financial closing activities and availability of updated information, increases of \$113.8 million or 4.4% are proposed to the FY 2016-17 Adopted Budget. These consist of \$90.5 million in final Fund Balance adjustments and \$23.3 million in September revisions, with a net increase of 26 authorized positions. With these changes, the FY 2016-17 Budget now presented to the Board for adoption totals \$2.7 billion with 5,464 authorized positions. The budget for the General Fund is \$1.8 billion with 4,297 authorized positions.

The following table summarizes the final Fund Balance adjustments and September revisions by County Agency:

County Agencies	FY 2016-17 Revised Rec Budget	Final F/B Adjustments (Attach B)	September Revisions (Attach C)	FY 2016-17 Final Budget	FY 2016-17 Final Positions
Criminal Justice	413,989,580	5,203,703	8,189,564	427,382,847	1,357
Health Services	747,634,380	11,447,784	3,373,057	762,455,221	2,173
Social Services	244,571,505	8,710,532	8,082,713	261,364,750	848
Community Services	661,639,416	40,652,786	(12,198,594)	690,093,608	566
Administration and Fiscal	<u>535,959,953</u>	<u>24,462,560</u>	<u>15,843,965</u>	<u>576,266,478</u>	<u>520</u>
Total All Agencies	2,603,794,834	90,477,365	23,290,705	2,717,562,904	5,464
Information Only:					
First 5 San Mateo County	18,974,995	802,806	0	19,777,801	8
Retirement Office (SamCERA)	12,019,200	0	709,863	12,729,063	24
County Library	41,870,550	5,197,142	887,271	47,954,963	121
Housing Authority	69,797,335	2,170,000	0	71,967,335	46

Final Fund Balance Adjustments

Final Fund Balance adjustments included herein comply with the County's Fund Balance Policy and Reserves Policy guidelines. Following FY 2016-17 year-end closing activities, additional Fund Balances of \$90.5 million for all County funds (\$52.9 million in the General Fund and \$37.6 million in all other funds) are included in the budget. These adjustments are summarized in Attachment B.

Final Budget Changes (September Revisions)

Final budget changes for all County funds (Attachment C) result in a net increase to the County Budget of \$23.3 million and a net increase of 26 authorized positions, three of which have already been approved by the Board in previous Salary Resolutions. Attachment A contains a summary of position changes and Attachment D contains a summary of Capital Projects for County facilities appropriated in the FY 2016-17 Adopted Budget. Attachment D does not include infrastructure projects (i.e., roads, sewers, drainage, lighting, flood control and County Airports). Those projects are included in the Department of Public Works budget. The Department of Public Works is available to supply information on infrastructure projects upon request.

Capital Improvements

The FY16-17 Adopted Budget recommended for approval includes \$182 million in reappropriations and new funding for capital and maintenance projects. The multitude of major construction projects in the Bay Area contribute to present costing challenges for the County's major construction projects. Public works is analyzing various bid alternatives to obtain the best construction pricing possible in this environment. The County's capacity to manage these projects also continues to be closely monitored.

The County Manager's Office with the assistance of a team headed by Ms. Deb Bazan is overseeing the completion of work on two major master plans – the County Government Center and San Mateo Medical Center (SMMC) Campus. Both plans are related to each other because of the possibility of relocating offices and facilities from the SMMC Campus to Redwood City. These plans will be presented to the Board later this fall.

Notable capital projects included in this budget are: \$32.9 for the Public Dispatch and Emergency Operations Center, due to break ground this month; \$21.9 million for the new Animal Care Center, due to begin construction next year; \$10.0 million for continuing design of the Cordilleras Health Facility Replacement Project; an \$12.6 million placeholder for re-purposing the old Maguire Facility (the recommendation for the use of this facility will be made as part of the County Government Center Master Plan); \$5.5 million for upgrades and remodeling of County Office Building 1; \$4.9 for renovations to "New" Maguire, primarily for converting the Medical Unit to a Mental Health Unit; \$3.8 million for replacement of wastewater and portable water systems at Memorial Park; \$2.8 million for the Alpine Trail Improvement Project, now scheduled to begin in the spring of 2017; \$2.8 million for the Hacienda House (Respite Center) Remodel, scheduled to begin this fall; \$2.6 million for the Mirada Road Protection Project; \$7.7 million for the Maple Street Shelter Renovation Project; \$3.6 million for the Tower Road Radio Shop Relocation Project; \$2.9 million as a placeholder for design of a new Parking Garage at the County Government Center (subject to Board approval upon presentation of the Master Plan); \$1.3 million for Flood Park Improvements; \$1.3 million for the Green Valley Trail; most of the remaining projects are lower in cost and come from the list of "deferred maintenance" projects.

Key September Revisions include:

Measure A Appropriations (\$16.3 million)

New **Measure A** spending totaling \$1.2 million is added for District-Specific initiatives and enhancements to existing projects, including \$500,000 for the Skylonda Fire Station; \$217,500 for Peninsula Family Services; \$215,924 for the Fair Oaks Library/HSA remodel; \$165,000 for purchase and installation of additional hand dryer units; \$30,000 for Wunderlich Park improvements; and \$30,000 for Foster City Village. In addition, there are reappropriations totaling \$21.2 million for continuing initiatives and unfinished projects. Public Works is also deferring \$6.1 million for the Pescadero Fire Station Project to the next fiscal year. These adjustments bring the FY 2016-17 **Measure A** budget to \$178.3 million.

General Purpose Revenue Adjustments (\$10.1 million)

General purpose revenues are adjusted as follows: Secured Property Tax and Property Tax In-Lieu of VLF are increased to reflect the final roll growth of 7.6%; RDA Pass-Through Payments are increased to reflect prior year actuals; and A-87 overhead charges are aligned with cost plan reimbursements from non-General Fund departments.

Health Clinic Expansion (\$9.5 million)

Non-Departmental Reserves have been appropriated to fund the potential expansion of County health clinics.

Budget Correction for County Loans (\$8.3 million)

The loan to the Crystal Springs Sanitation District was inadvertently double budgeted in the FY 2016-17 Approved Recommended Budget. This adjustment transfers the funds back to Non-Departmental Reserves.

Correctional Food Services (\$4.6 million)

Health Management Associations has completed its report on correctional health and food services. Their recommendations include transferring responsibility for correctional food services to the Sheriff's Department from the Health System's Food Services Division. The Adopted Budget transfers funding to accomplish this recommendation, effective January 2017, including 22 staff. In addition, one Accountant II is added to the Sheriff's Office to assist with daily fiscal duties (none of this will be implemented until the Board approves the report in the next month).

Property Tax System Replacement Project (\$4.8 million)

The budget for the Property Tax System Replacement Project has been moved from the Controller's Office to the Information Services Department. There is no fiscal impact with this transfer. It is anticipated that the County Manager and the Chief Information Officer will return to the Board for additional funding during FY 2016-17.

Northern California Regional Intelligence Center Staffing - NCRIC (\$1.5 million)

Eight Unclassified positions – three Lead Crime Analysts, three Crime Analysts, one Fiscal Office Specialist and one Information Technology Analyst – are added to support NCRIC. These positions are fully funded from a variety of sources including Santa Clara County, the City of Seaside, the Office of National Drug Control Policy and the High Intensity Drug Trafficking Area Program (HIDTA).

Information Services Department Staffing Changes (\$1.4 million)

In an effort to align staffing with ongoing needs, ISD is adding ten permanent positions and reducing expenditures for Extra Help and Term staffing. This change will not result in increased fees to County departments. The Extra Help and Term positions being converted are five Systems Engineers, four Assistant Systems Engineers, and one Associate Systems Engineer.

Daly City Dispatching Services Agreement (\$573,578)

Six Dispatchers are added to meet the terms of the agreement recently entered into with the City of Daly City for the provision of dispatching services. These positions will be fully funded under the agreement.

Net County Cost Adjustments (\$7.6 million)

The September budget revisions result in ongoing Net County Cost increases to operating departments largely due to the completion of labor negotiations with the Deputy Sheriff's Association, Sheriff's Sergeants, and Probation and Detention Association; experience pay in-lieu of retirement pick-up for all bargaining units; and equity pay adjustments for Clinical Managers. In addition, ongoing funding has been provided to the Human Services Agency for the Core Service Agencies and the Sheriff's Office for compostable food trays that are compatible with the Maple Street Correctional Center's cook chill system.

SHARED VISION 2025:

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

FISCAL IMPACT:

The impact of all September changes on Total Requirements for all funds is an increase of \$113.8 million in FY 2016-17. Fund Balance has increased by \$90.5 million for all County funds (\$52.9 million in the General Fund and \$37.6 million in all other funds). General Fund Reserves now total \$170.1 million, which represents 10.7% of Net Appropriations. The ongoing Net County Cost, as a result of these revisions, increases by \$7.6 million.

ATTACHMENTS

- Attachment A – Position Changes Summary
- Attachment B – Final Fund Balance Adjustments
- Attachment C – Final Budget Changes (September Revisions)
- Attachment D – Capital Projects Summary
- Attachment E – SMCSaves Update

RESOLUTION NO. _____

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

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**RESOLUTION ADOPTING THE BUDGET OF THE COUNTY OF SAN MATEO AS TO
EXPENDITURES FOR THE FISCAL YEAR 2016-17 AND MAKING
APPROPRIATIONS THEREFORE**

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

WHEREAS, this Board has, pursuant to law, held its hearing on the budget of the County of San Mateo as to expenditures for the fiscal year 2016-17, and there being no additional requests or applications on file with the Board for further hearing on the said budget; and

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

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

1. The Board of Supervisors of the County of San Mateo does hereby adopt the budget of the County of San Mateo for the fiscal year 2016-17 as to the expenditures program as now determined and hereinafter specified under the general classes of salaries and employee benefits, services and supplies, other charges, fixed assets, other financing uses and expenditures transfers and reimbursements;
2. The hereinafter specified proposed expenditures are appropriated to the several offices, departments, services, institutions, and districts for the fiscal year 2016-17;
3. Revenues classified as tax proceeds received during the fiscal year in excess

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

4. The Clerk of the Board shall forward certified copies of this Resolution to the County Controller, who is hereby authorized and directed to open books of the account for the fiscal year 2016-17, setting forth each of said appropriation accounts with the various departments and districts whose affairs and funds are under supervision and control of the Board, and to allow requisition against the same commencing July 1, 2016; and
5. The herein above expenditures, by general classes as aforesaid are detailed in the Recommended Budget approved June 21, 2016 and the Budget adopted September 20, 2016.

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RESOLUTION NO. _____

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

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**RESOLUTION ADOPTING THE BUDGET OF THE COUNTY OF SAN MATEO AS TO
THE MEANS OF FINANCING FOR THE FISCAL YEAR 2016-17**

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

WHEREAS, that pursuant to the law in such cases made and provided, the Board of Supervisors of the County of San Mateo, State of California, does hereby adopt the summarization of the Final Budget by funds and the means of financing and the estimated revenue accruals including taxes to be collected on the current year secured tax roll for the fiscal year 2016-17 as set forth in the Recommended Budget approved on June 21, 2016 and the Budget adopted on September 20, 2016 and summarized herein; and

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED, that the County Controller shall set forth and tabulate on the budget forms prescribed by the State Controller, State Schedules 1 through 15. Upon finalization by the County Controller, these schedules will be included in the Adopted Budget book for Fiscal Year 2016-17.

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RESOLUTION NO. _____

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

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RESOLUTION ESTABLISHING APPROPRIATION LIMIT
FOR THE COUNTY OF SAN MATEO FOR FISCAL YEAR 2016-17

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

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

WHEREAS, Proposition 4 added Article XIII B to the California State constitution; (commencing with Section 7900) to Title I of the Government Code prescribing procedures to be used in implementing Article XIII B; and

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

WHEREAS, Government Code Section 7910 requires local jurisdictions to establish by resolution their Appropriation Limit each year for the following fiscal year; and

WHEREAS, the growth factors used to determine the cost-of-living adjustment are California Per Capita Personal Income and Population Percentage Changes (Combined Counties), as provided by the State Department of Finance.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED, by the Board of Supervisors that the Appropriation Limit for the County of San Mateo and certain Board governed special districts for the 2016-17 fiscal year shall be \$483,039,146; and

BE IT FURTHER RESOLVED, that the documentation used in the computation of the
aforementioned Appropriation Limit be made available to the public for review in the
County Controller's Office.

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RESOLUTION NO.

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

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**RESOLUTION AUTHORIZING AN AMENDMENT TO MASTER SALARY
RESOLUTION 074671 TO ADD A NET OF TWENTY-THREE POSITIONS.**

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

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

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

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

NOW THEREFORE, IT IS HEREBY ORDERED that the Board of Supervisors authorizes an amendment to Master Salary Resolution 074671 as follows:

ORGANIZATION 12400 PUBLIC SAFETY COMMUNICATIONS

1. Item V050S, Communications Dispatch Series is increased by 6 positions for a new total of 49 positions.

ORGANIZATION 16000 COUNTY COUNSEL

1. Item B039S, Deputy County Counsel Series is increased by 1 position for a new total of 23 positions.
2. Item E382S, Legal Secretary Series is increased by 1 position for a new total of 7 positions.

ORGANIZATION 18000 INFORMATION SERVICES

1. Item V260S, IS Support Series is increased by 10 positions for a new total of 10 positions.

ORGANIZATION 25100 DISTRICT ATTORNEY'S OFFICE

1. Item G111S, DA's Office Victim Advocate Series is decreased by 1 position for a new total of 11 positions.

ORGANIZATION 30000 SHERIFF'S OFFICE

1. Item E346S, Fiscal Office Assistant Series is decreased by 3 positions for a new total of 2 positions.
2. Item E372S, Legal Office Assistant Series is decreased by 2 positions for a new total of 0 positions.
3. Item E334S, Office Assistant Series is decreased by 1 position for a new total of 4 positions.
4. Item E350, Fiscal Office Specialist is increased by 1 positions for a new total of 4 positions.

5. Item E030S, Accountant Series is increased by 1 position for a new total of 3 positions.
6. Item B007, Lead Crime Analyst – Unclassified is increased by 3 positions for a new total of 10 positions.
7. Item B010, Crime Analyst – Unclassified is increased by 3 positions for a new total of 23 positions.
8. Item B067, Fiscal Office Specialist – Unclassified is increased by 1 position for a new total of 3 positions.
9. Item B152, Information Technology Analyst – Unclassified is increased by 1 position for a new total of 3 positions.
10. Item D070, Director of Food and Nutrition is increased by 1 position for a new total of 1 position.
11. Item S030S, Cook Series is increased by 11 positions for a new total of 11 positions.
12. Item S038S, Food Services Worker Series is increased by 8 positions for a new total of 8 positions.
13. Item D175, Food Services Unit Manager is increased by 2 positions for a new total of 2 positions.

ORGANIZATION 38000 PLANNING AND BUILDING

1. Item J060S, Building Permit Technician Series is increased by 1 position for a new total of 4 positions.

ORGANIZATION 39000 PARKS

1. Item L025, Park Ranger IV-E is increased by 1 position for a new total of 8 positions.

ORGANIZATION 61000 BEHAVIORAL HEALTH AND RECOVERY

1. Item E089, Administrative Assistant II-E is increased by 1 position for a new total of 1 positions.

ORGANIZATION 62400 FAMILY HEALTH SERVICES

1. Item E089, Administrative Assistant II-E is decreased by 1 position for a new total of 0 positions.

ORGANIZATION 63000 CORRECTIONAL HEALTH

1. Item D070, Director of Food and Nutrition is decreased by 1 position for a new total of 0 positions.
2. Item S030S, Cook Series is decreased by 12 positions for a new total of 0 positions.
3. Item S038S, Food Services Worker Series is decreased by 8 positions for a new total of 0 positions.
4. Item D175, Food Services Unit Manager is decreased by 2 positions for a new total of 0 positions.

ORGANIZATION 66000 SAN MATEO MEDICAL CENTER

1. Item S030S, Cook Series is increased by 1 position for a new total of 6 positions.

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FY 2016-17 Adopted Budget

ATTACHMENT A

Position Adjustments

FY 2016-17 Position Changes Summary

BUDGET UNIT ID	DEPARTMENT / DIVISION	CLASSIFICATION	JOB CLASS CODE	ADD	DEL	DESCRIPTION
2510B	District Attorney	Victim Advocate I	G111		(1.00)	One Victim Advocate I is deleted that was inadvertently added twice.
3000B	Sheriff's Office	Fiscal Office Specialist	E350	1.00		Add/Delete: One Fiscal Office Assistant is added and one Fiscal Office Specialist is deleted to align with current staffing needs.
3000B	Sheriff's Office	Fiscal Office Assistant	E347		(1.00)	
3000B	Sheriff's Office	Accountant II	E011	1.00		One Accountant II is added in association with the Correctional Health Food Services transition.
3000B	Sheriff's Office	Fiscal Office Assistant	E347		(2.00)	Two Fiscal Office Assistants are deleted to align with current staffing needs.
3000B	Sheriff's Office	Legal Office Assistant	E373		(2.00)	Two Legal Office Assistants are deleted to align with current staffing needs.
3000B	Sheriff's Office	Deputy Sheriff	H060	1.00		One Deputy Sheriff is added in accordance with the contract with the City of Millbrae.
3000B	Sheriff's Office	Office Assistant	E335		(1.00)	One Office Assistant is deleted in accordance with the contract with the City of Millbrae.
3000B	Sheriff's Office	Unclassified Lead Crime Analyst	B007	3.00		Three unclassified Lead Crime Analysts are added to lead teams with the Northern California Regional Intelligence Center.
3000B	Sheriff's Office	Unclassified Crime Analyst	B010	3.00		Three unclassified Crime Analysts are added to work in cooperation with the Northern California Regional Intelligence Center.
3000B	Sheriff's Office	Unclassified Fiscal Specialist	B067	1.00		One unclassified Fiscal Specialist is added to work in cooperation with the Northern California Regional Intelligence Center.
3000B	Sheriff's Office	Unclassified Information Technology Analyst	B152	1.00		One unclassified Information Technology Analyst is added to work in cooperation with the Northern California Regional Intelligence Center.
3000B	Sheriff's Office	Food Services Director	D070	1.00		Transfer from Correctional Health.
3000B	Sheriff's Office	Cook II	S027	11.00		Transfer from Correctional Health.
3000B	Sheriff's Office	Food Services Worker II	S037	8.00		Transfer from Correctional Health.
3000B	Sheriff's Office	Food Service Unit Manager	D175	2.00		Transfer from Correctional Health.
Criminal Justice - Totals				33.00	(7.00)	
6240B	Family Health Services	Medical Office Services Supervisor	E421		(1.00)	Add/Delete: One vacant Medical Office Services Supervisor is deleted and one Social Work Supervisor position is added to better meet the needs of the unit.
6240B	Family Health Services	Social Work Supervisor	G095	1.00		
6240B	Family Health Services	Administrative Assistant II	E089		(1.00)	Transfer of one Administrative Assistant II to BHRS.
6240B	Family Health Services	Dietetic Technician	S031	1.00		Transferred from Health Coverage Unit.

FY 2016-17 Position Changes Summary

BUDGET UNIT ID	DEPARTMENT / DIVISION	CLASSIFICATION	JOB CLASS CODE	ADD	DEL	DESCRIPTION
6100B	Behavioral Health and Recovery Services	Administrative Assistant II	E089	1.00		Transfer of one Administrative Assistant II from Family Health Services.
5510B	Health Coverage Unit	Health Benefits Analyst II	E484		(1.00)	One Health Benefits Analyst II is deleted.
6300B	Services	Services	D070		(1.00)	Transfer to Sheriff's Office.
6300B	Services	Cook II	S027		(11.00)	Transfer to Sheriff's Office.
6300B	Services	Cook II	S027		(1.00)	Transfer to San Mateo Medical Center.
6300B	Correctional Health Services	Food Service Worker II	S037		(8.00)	Transfer to Sheriff's Office.
6300B	Correctional Health Services	Food Services Unit Manager	D175		(2.00)	Transfer to Sheriff's Office.
6600B	San Mateo Medical Center	Cook II	S027	1.00		Transfer from Correctional Health.
6600B	San Mateo Medical Center	Medical Services Assistant II	F079	2.00		Two Medical Services Assistants are added to reconcile with the Master Salary Resolution.
				6.00	(26.00)	
				0.00	0.00	
1240B	Public Safety Communications	Management Analyst	D181	1.00		Add/Delete: One vacant Office Specialist has been deleted and one Management Analyst has been added to provide ongoing support.
1240B	Public Safety Communications	Office Specialist	E337		(1.00)	
1240B	Public Safety Communications	Communications Dispatcher	V048	6.00		Addition of six Communications Dispatchers related to the Daly City police dispatch contract.
3800B	Planning and Building	Building Permit Technician II	J061	1.00		One Building Permit Technician is added to address the increase demand on the department's Building Counter.
3900B	Parks Administration	Park Ranger IV	L025	1.00		One Park Ranger IV is added to address the County's need for an Arborist.
				9.00	(1.00)	
1800B	Information Services	Systems Engineer	V210	5.00		Five Systems Engineers are added to staff ongoing operational efforts with full time County staff and reducing extra help and term positions.
1800B	Information Services	Assistant Systems Engineer	V200	1.00		One Assistant Systems Engineer is added to staff ongoing operational efforts with full time County staff and reducing extra help and term positions.
1800B	Information Services	Assistant Systems Engineer	V200	3.00		Three Assistant Systems Engineers are added to staff ongoing operational efforts with full time County staff and reducing extra help and term positions.
1800B	Information Services	Associate Systems Engineer	V205	1.00		One Associate Systems Engineer is added to staff ongoing operational efforts with full time County staff and reducing extra help and term positions.

FY 2016-17 Position Changes Summary

BUDGET UNIT ID	DEPARTMENT / DIVISION	CLASSIFICATION	JOB CLASS CODE	ADD	DEL	DESCRIPTION
1600B	County Counsel	Deputy County Counsel IV	B036	1.00		One Deputy County Counsel IV is added to address the increase demand on the department's legal services.
1600B	County Counsel	Legal Secretary II	E382	1.00		One Legal Secretary II is added to enhance administrative support.
Administration and Fiscal Services - Totals				12.00	0.00	
TOTAL POSITION CHANGES				60.00	(34.00)	
NET POSITION CHANGES				26.00		



FY 2016-17 Adopted Budget

ATTACHMENT B

Final Fund Balance Adjustments

FY 2015-16 Final Fund Balance Adjustments

Budget Unit ID	Budget Unit Name	Final Fund Balance Adjustment	Description of Change
1940B	Message Switch	64,689	Appropriates \$32,350 for replacement network firewalls for Lawnet; remainder is set aside in Reserves.
2510B	District Attorney	388,539	Set aside in Reserves.
3000B	Sheriff's Office	2,789,063	Set aside in Reserves.
3200B	Probation Department	1,921,113	Appropriates entire amount for the new case management system (PIMS).
3300B	Coroner's Office	40,299	Set aside in Reserves.
	Criminal Justice - General Fund	5,203,703	
5500B	Health Administration	211	Appropriates entire amount in Office Furniture and Equipment.
5510B	Health Coverage Unit	0	No changes.
5550B	Public Health, Policy and Planning	2,143	Set aside in Reserves.
5560B	Health IT	4,614,561	Appropriates entire amount in Other Special Health Expenses.
5600B	Emergency Medical Services	0	No changes.
5700B	Aging and Adult Services	0	No changes.
5900B	Environmental Health Services	136,380	Appropriates \$13,209 in Office Furniture and Equipment, \$1,801 in Miscellaneous Employee Expense Reimbursement, \$100,000 in All Other Services Charges; remainder set aside in Reserves.
6100B	Behavioral Health and Recovery Services	34,977	Appropriates entire amount in Moving and Relocation Expense.
6240B	Family Health Services	16,753	Appropriates entire amount in Other Special Department Expense.
6300B	Correctional Services	24,494	Appropriates entire amount in Other Specialized Furniture and Equipment.
6900B	IHSS Public Authority	0	No changes.
	Health Services - General Fund	4,829,519	

Budget Unit ID	Budget Unit Name	Final Fund Balance Adjustment	Description of Change
2600B	Department of Child Support Services	0	No changes.
7000B	Human Services Agency	8,710,532	Appropriates \$4,823,994 in Judgements and Awarded Damages for estimated settlements; remainder set aside in Reserves.
	Social Services - General Fund	8,710,532	
1220B	Real Property	726,040	Appropriates entire amount for ongoing automation and the electronic document management project.
1240B	Public Safety Communications	377,981	Appropriates \$200,000 for telephone upgrades; \$100,000 for the CAD GAP analysis; \$35,500 for new vehicles and related radio equipment; remainder set aside in Reserves.
1260B	Agricultural Commissioner/Sealer	18,705	Appropriates \$17,691 to fund contingency for one-time weed control or eradication projects; \$1,014 for program supplies or services and Wellness Grant expenditures.
3570B	Local Agency Formation Commission	56,757	Appropriates \$3,266 to fund General Office, Photocopying and Computer expenses; \$2,703 for County Facility Rental Charges; remainder set aside in Reserves.
3800B	Planning and Building	1,718,638	Appropriates \$255,394 to fund technology projects; \$668,116 for the Comprehensive Transportation Management Plan, Surfer's Beach and term positions; \$348,836 for Plan Princeton, Mitigation Monitoring of Edgewood Canyon Estates, and the Guadalupe Valley Quarry Environmental Impact Report; remainder set aside in Reserves.
3900B	Parks Administration	820,273	Set aside in Reserves.
4000B	Office of Sustainability	1,421,347	Appropriates entire amount for the North Fair Oaks Forward initiative.
4510B	Public Works Administrative Services	0	No change.
4600B	Engineering Services	103,397	Reappropriates carry-forward balance of funds advanced to the Department for Pescadero flooding work.
4660B	Enhanced Flood Control Program Admin	199,319	Appropriates entire amount for anticipated consulting services and term program manager expenses.

Budget Unit ID	Budget Unit Name	Final Fund Balance Adjustment	Description of Change
4730B	Facilities Services	3,092,345	Appropriates \$268,544 for various equipment and vehicle acquisitions; \$237,993 for maintenance software customization; \$530,000 for drought tolerant landscaping and irrigation repairs; \$367,683 for various maintenance and repairs at County owned facilities; \$200,000 for occupancy allocation verification measurements; \$155,650 for Hall of Justice Restroom renovations; \$114,045 for repayment of WQCB credit; \$50,780 for a sewer bill; \$150,000 for conference room technology upgrades; remainder set aside in Reserves.
4840B	Utilities	1,386,046	Set aside in Reserves.
7900B	Department of Housing	0	No change.
	Community Services - General Fund	9,920,848	
1100B	Board of Supervisors	0	No change.
1200B	County Manager's Office	433,055	Set aside in Reserves.
1300B	Assessor-County Clerk-Recorder	1,328,672	Appropriates \$792,488 in Contract Special Services, \$1,150,000 in Other Professional Contract Services, \$400,000 in Fixed Assets and \$1,050,000 in Intrafund Transfers, remainder set aside in Reserves.
1400B	Controller's Office	725,218	Appropriates \$118,215 for extra help; \$58,000 for overtime; \$9,630 in Meeting and Conference Expenses; \$8,100 in Department Employee Training Expenses; \$100,000 in Other Professional Services; \$74,605 in Automation Services-ISD; remainder set aside in Reserves.
1500B	Tax Collector/Treasurer	1,202,591	Set aside in Reserves.
1600B	County Counsel	237,244	Set aside in Reserves.
1700B	Human Resources	651,843	Appropriates entire amount toward projects and initiatives including ADA Capital Projects and internships.
1780B	Shared Services	22,250	Appropriates entire amount to offset Purchasing Redesign effort.
1800B	Information Services Department	6,449,015	Appropriates \$6,233,001 in Other Professional Contract Services; remainder set aside in Reserves.
8000B	Non-Departmental Services	13,167,813	Reappropriates \$9,912,439 in rollovers for Countywide IT, including Assessor's GIS project, SMCSaves, and Redwood City Campus Security upgrades; remainder set aside in Reserves.
	Administration and Fiscal-General Fund	24,217,701	

Budget Unit ID	Budget Unit Name	Final Fund Balance Adjustment	Description of Change
	Subtotal General Fund	52,882,303	
5630B	Emergency Medical Services Fund	(133,698)	Taken out of EMS Fund Reserves.
5800B	IHSS Public Authority	(600,906)	Covered Fund Balance shortfall by reducing Reserves.
6600B	San Mateo Medical Center	7,352,869	Appropriates entire amount in Capital Assets-Software.
	Health Services -Non-General Funds	6,618,265	
3550B	Structural Fire	1,609,275	Appropriates \$900,000 to Fire Protection Services; remainder is set aside in Reserves.
3560B	County Service Area #1	335,751	Appropriates \$100,000 for furniture and equipment at the Tower Road station; \$30,000 for new radios; \$80,000 for staff vehicles and a forklift; \$40,000 for defibrillators; remainder is set aside in Reserves.
3950B	Fish and Game	12,806	Set aside in Reserves.
3960B	Off-Highway Vehicle License Fees	0	No changes.
3970B	Parks Acquisition and Development	563,103	Set aside in Reserves.
3980B	Coyote Point Marina	140,692	Set aside in Reserves.
4060B	Solid Waste Management	2,010,653	Appropriates \$350,000 for the surplus property program; remainder is set aside in Reserves.
4520B	Road Construction and Operations	5,234,918	Appropriates \$814,686 for additional fire contract, construction and maintenance services in the Los Trancos County Maintenance district; \$500,000 for maintenance and repair projects throughout the County; \$415,000 for one-time equipment purchases and potential unanticipated replacement of failing pigeon netting around equipment cages; \$3,448,310 for project contingencies; remainder is set aside in Reserves.
4740B	Construction Services	356,971	Appropriates \$85,000 to the vehicle replacement fund; \$93,486 for overtime costs; and \$178,485 towards the repayment of a General Fund loan.
4760B	Vehicle and Equipment Services	2,196,994	Appropriates \$341,854 to motor vehicle replacement fund; \$500,000 for upgrades to the fuel management system; remainder is set aside in Reserves.
4820B	Waste Management	12	Appropriates entire amount to close out fund.

Budget Unit ID	Budget Unit Name	Final Fund Balance Adjustment	Description of Change
4840B	Utilities	15,522,230	Appropriates \$453,025 for a contribution to the Bay to Highway 101 project; \$34,000 for the SFCJPA; \$635,000 for various sewer replacement projects; remainder is set aside in Reserves.
4850B	Airports	(326,461)	Covered Fund Balance shortfall by reducing Reserves.
8200B	Accumulated Capital Outlay Fund	850,841	Set aside in Reserves.
8300B	Courthouse Construction Fund	(125,408)	Covered Fund Balance shortfall by reducing Reserves.
8400B	Criminal Justice Construction Fund	(121,029)	Covered Fund Balance shortfall by reducing Reserves.
8450B	Other Capital Construction Fund	1,481,135	Set aside in Reserves.
8500B	Capital Projects Fund	989,455	Set aside in Reserves.
	Community Services -Non-General Funds	30,731,938	
8900B	Debt Service Fund	244,859	Set aside in Reserves.
	Administration and Fiscal -Non-General Funds	244,859	
	Subtotal Non-General Funds	37,595,062	
	TOTAL ALL COUNTY FUNDS	<u>90,477,365</u>	
1950B	First 5 San Mateo County (Information Only)	802,806	Appropriates \$677,000 for emerging projects and initiatives in accordance with the strategic plan; \$7,600 for services and supplies; \$1,071 for experience pay; remainder set aside in Reserves.
2000B	Retirement Office (Information Only)	0	No change.
3700B	County Library (Information Only)	5,197,141	Appropriates \$50,000 to printing costs; \$50,000 to contract services; \$150,000 to cargo vans; \$500,000 to outreach mobiles; \$200,000 to digital materials; \$139,250 to laptop expense; remainder set aside in Reserves.
7930B	Housing Authority (Information Only)	2,170,000	Appropriates \$2,020,000 to HUD funding new vouchers and grants; \$150,000 to increase of contract rents.



FY 2016-17 Adopted Budget

ATTACHMENT C

Final Budget Changes (September Revisions)

Sheriff's Office (3000B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Negotiated Salary Increases:

This adjustment includes negotiated salary increases for Sheriff's Sergeants, Deputies and Correctional Officers.

Total Requirements	Total Sources	Net County Cost	Positions
5,403,410	0	5,403,410	0

2. Correctional Food Services:

The Correctional Food Services division is being moved from the Correctional Health Department to the Sheriff's Office, effective January 2017. This adjustment moves one Food Services Director; salaries and benefits costs for 50% of an Accountant II; 50% of a Dietician; and 25% of an Administrative Services Manager; eleven Cook II positions; eight Food Services Worker positions; and two Food Services Managers, as well as all associated costs from Correctional Health to the Sheriff's Office. The budget will be adjusted in FY 2017-18 to correctly represent full year of annualized costs. There is a related adjustment in Health Services with offsetting entries. The Net County Cost increase is related to cost of the required meal food trays.

Total Requirements	Total Sources	Net County Cost	Positions
5,110,425	0	5,110,425	22
(4,560,425)	0	(4,560,425)	0

3. Fiscal/Civil Staffing Changes:

This adjustment converts one vacant Fiscal Office Assistant position to a Fiscal Office Specialist and adds one Accountant II position as part of the Correctional Health Food Services transition. Two vacant Fiscal Office Assistant positions and two vacant Legal Office Assistant positions and corresponding revenue from the Civil Trust Fund are deleted. These positions were replaced with Legal Office Specialist positions in the FY 2016-17 Approved Recommended Budget. These position changes are being partially funded by a reallocation of existing resources.

Total Requirements	Total Sources	Net County Cost	Positions
(279,059)	(407,052)	127,993	(3)

4. Warrants Services:

Effective September 2016, the Sheriff's Office will begin providing warrant processing services for the Daly City Police Department. Costs are fully funded by Daly City.

Total Requirements	Total Sources	Net County Cost	Positions
80,122	80,122	0	0

5. Regional Computer Forensic Lab:

The Sheriff's Office agreement with the Regional Computer Forensics Laboratory (RCFL) has ended, which provided revenue for our participation. This budget change removes the revenue associated with the RCFL program and is offset by a reallocation of funding in other areas.

Total Requirements	Total Sources	Net County Cost	Positions
0	(90,000)	90,000	0

6. Renewal of Federal Grants Supporting the Forensic Lab:

This adjustment reallocates funding based on the new grant budget for two Federal grants supporting the Forensic Lab that have been renewed including the DNA Backlog Reduction Grant, which supports analysis of forensic DNA, and the Edward Byrne JAG Grant, which focuses on evidence based crime reduction practices.

Total Requirements	Total Sources	Net County Cost	Positions
(251,854)	(251,854)	0	0

7. Millbrae Staffing Change:

In accordance with the law enforcement contract with the City of Millbrae, one Deputy Sheriff is added and one vacant Office Assistant is deleted. These changes are fully funded by the City of Millbrae.

Total Requirements	Total Sources	Net County Cost	Positions
167,430	167,430	0	0

8. Add Crime Analysts:

Funding acquired from Santa Clara County and the City of Seaside will be used to support the Sheriff's Office Northern California Regional Intelligence Center to support one Unclassified Lead Crime Analyst and three Unclassified Crime Analysts.

Total Requirements	Total Sources	Net County Cost	Positions
522,332	522,332	0	4

9. Center Staffing:

The Sheriff's Office Northern California Regional Intelligence Center (NCRIC) is adding one Unclassified Fiscal Office Specialist, one Unclassified Information Technology Analyst, and two Unclassified Lead Crime Analysts. The Fiscal Office Specialist is fully funded with federal grant funds from the Office of National Drug Control Policy and will conduct fiscal duties for the High Intensity Drug Trafficking Area (HIDTA) grants. The IT Analyst will conduct day to day IT related duties for the NCRIC, and the two Lead Crime Analysts will be assigned to various NCRIC teams to lead and supervise Crime Analysts within the team and are fully funded with federal grant funds from the Department of Homeland Security.

Total Requirements	Total Sources	Net County Cost	Positions
528,150	528,150	0	4

10. Redwood City Campus Security:

The Sheriff's Office Countywide Security Unit, in collaboration with the County Manager's Office, is enhancing security for visitors and employees at the Redwood City campus and include monitored cameras at the Marin Day School daycare building, additional parking garage cameras, new card readers at some locations, and a power backup system. The total cost of additional security enhancements will be funded via an Intrafund transfer from Non-Departmental Services.

Total Requirements	Total Sources	Net County Cost	Positions
76,000	0	76,000	0
(76,000)	0	(76,000)	0

11. Close out Homeland Security Grants:

Close out of two grants including the FY 2013 State Homeland Security Grant and FY 2014 Urban Area Security Initiative Grant. These grants have been fully expended.

Total Requirements	Total Sources	Net County Cost	Positions
(1,106,170)	(1,106,170)	0	0

12. Add New Homeland Security Grants:

The Sheriff's Office of Emergency Services is appropriating two new grants including the FY 2016 Urban Area Security Initiative Grant (UASI) and the FY 2016 State Homeland Security Grant. These grants partially fund staffing costs, emergency supplies, safety equipment, and contracts for emergency exercises.

Total Requirements	Total Sources	Net County Cost	Positions
1,650,614	1,650,614	0	0

13. One-time Adjustments:

Adjustments to revenues and expenditures are made to reflect current costs for existing levels of service, including removal of the budget associated with the closure of the contract with Allied Barton. The new countywide security vendor, Universal Protection Services, bills each department directly, therefore it is no longer needed to budget these costs in the Sheriff's Office.

Total Requirements	Total Sources	Net County Cost	Positions
(2,035,586)	(1,525,214)	(510,372)	0

14. Wellness Dividend:

This adjustment includes the removal of budgeted wellness dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(140,820)	0	(140,820)	0

15. Measure A Rollover - Human Trafficking Initiative:

Measure A funding is rolled over for the Human Trafficking Initiative which supports operations, training and contracted human trafficking coordination services.

Total Requirements	Total Sources	Net County Cost	Positions
22,558	22,558	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
5,111,127	(409,084)	5,520,211	27

Probation Department (3200B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Negotiated Salary Increase

This adjustment includes negotiated salary increases for Probation Officers.

Total Requirements	Total Sources	Net County Cost	Positions
1,652,100	0	1,652,100	0

2. Probation New Case Management System (PIMS):

Year-end savings have been re-appropriated for the PIMS project that will continue through FY 16-17. The project budget has also been increased to cover cost increases. Savings from prior year's Community Corrections Performance Incentive Funds (SB 678) will be used to fund these increases.

Total Requirements	Total Sources	Net County Cost	Positions
3,061,257	1,140,144	1,921,113	0
(1,921,113)	0	(1,921,113)	0

3. AB109 Realignment Funding Increase:

This adjustment increases AB 109 Realignment allocation to cover Post Release Community Services (PRCS) unit negotiated labor cost increases that were not included in the June Budget.

Total Requirements	Total Sources	Net County Cost	Positions
39,608	39,608	0	0

4. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget.

Total Requirements	Total Sources	Net County Cost	Positions
55,460	55,460	0	0

5. Wellness Dividend (Stage C):

This adjustment includes the removal of budgeted wellness dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(60,408)	0	(60,408)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
2,826,904	1,235,212	1,591,692	0

District Attorney (2510B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 June Budget to the FY 2016-17 Adopted Budget.

1. Negotiated Salary Increases:

This adjustment includes negotiated salary increase for the District Attorney Inspectors.

Total Requirements	Total Sources	Net County Cost	Positions
159,098	0	159,098	0

2. South San Francisco Law Library Remodel:

This adjustment re-appropriates funds allocated in FY2015-16 from Non-Departmental Services to be used for the remodel of the South San Francisco Law Library.

Total Requirements	Total Sources	Net County Cost	Positions
105,891	0	0	0
(105,891)	0	0	0

3. Victim Witness Assistance Program Grant:

This adjustment appropriates revenue for the Victim Witness Assistance Program grant to reflect the anticipated grant amount.

Total Requirements	Total Sources	Net County Cost	Positions
306,155	306,155	0	0

4. Removal of Victim Advocate Position:

This adjustment reverses the addition of a Victim Advocate, which was inadvertently added twice into the FY16-17 budget.

Total Requirements	Total Sources	Net County Cost	Positions
(97,317)	0	(97,317)	(1)

5. Victim Advocacy and Outreach Grant:

This adjustment includes additional funding to cover costs associated with the extension of the unserved/underserved Victim Advocacy and Outreach grant.

Total Requirements	Total Sources	Net County Cost	Positions
50,000	50,000	0	0

6. Real Estate Grant Funding:

This adjustment reallocates remaining funds from the Forclosure Crisis Grant for real estate fraud investigations.

Total Requirements	Total Sources	Net County Cost	Positions
15,545	15,545	0	0

7. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget.

Total Requirements	Total Sources	Net County Cost	Positions
37,034	0	37,034	0

8. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(23,436)	0	(23,436)	0

9. Measure A Rollover - Elder Abuse:

Measure A funding is rolled over for contracting forensic accounting services and use of an extra help Inspector who specializes in real estate fraud to assist with the investigation of elder cases.

Total Requirements	Total Sources	Net County Cost	Positions
286,983	286,983	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
734,062	658,683	75,379	(1)

Private Defender Program (2800B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 June Budget to the FY 2016-17 Adopted Budget.

1. Dependency Hearing Revenue:

Additional State revenue is added for dependency hearings.

Total Requirements	Total Sources	Net County Cost	Positions
0	100,000	(100,000)	0

2. Sunny Day Contract:

Funding for the County's agreement with the Private Defender Program for Sunny Day defense costs is reduced.

Total Requirements	Total Sources	Net County Cost	Positions
(500,000)	0	(500,000)	0

3. ISD and Debt Service:

Budget adjustments are made to reflect an increase in ISD charges; an increase in County facility rental charge; and to reflect decreased debt service due the refunding of the Youth Service Center bonds.

Total Requirements	Total Sources	Net County Cost	Positions
499	0	499	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
(499,501)	100,000	(599,501)	0

Coroner's Office (3300B)**FY 2016-17 September Funding Adjustments:**

The following are significant changes from the FY 2016-17 June Budget to the FY 2016-17 Adopted Budget.

1. Experience Pay and Wellness Dividend:

This adjustment repurposes the funding from the Wellness Dividend to cover Experience Pay.

Total Requirements	Total Sources	Net County Cost	Positions
2,548	0	2,548	0

 Health Administration (5500B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 June Budget to the FY 2016-17 Adopted Budget.

1. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget. Funds already allocated in Salaries and Benefits are moved to cover this additional cost.

Total Requirements	Total Sources	Net County Cost	Positions
2,261	0	2,261	0
(2,261)	0	(2,261)	0

2. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program. The Wellness Dividend savings have been redirected for other staff costs.

Total Requirements	Total Sources	Net County Cost	Positions
3,084	0	3,084	0
(3,084)	0	(3,084)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
0	0	0	0

Health Coverage Unit (5510B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Reconciliation with Salary Resolution:

Changes are made to reconcile with the Salary Resolution effective August 14, 2016. One Health Benefits Analyst position is deleted from this unit to be added to the Family Health Services unit. Associated Medi-Cal Administrative Activities revenue is reduced.

Total Requirements	Total Sources	Net County Cost	Positions
(113,085)	(113,082)	0	(1)

2. Experience Pay:

Negotiated Experience Pay that was not included in the June Budget has been added and has partially been offset by reductions in other Salaries and Benefits accounts.

Total Requirements	Total Sources	Net County Cost	Positions
13,013	0	13,013	0
(2,603)	0	(2,603)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
(107,211)	(113,993)	6,782	(1)

Public Health, Policy and Planning (5550B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Public Health Lab Remodel Phase 2 and Fee Adjustment:

These adjustments are to implement Phase 2 of the Public Health Lab remodel to allow it to achieve additional efficiencies. Revenue is also being adjusted to reflect recent reimbursement agreements with San Mateo Medical Center.

Total Requirements	Total Sources	Net County Cost	Positions
307,267	307,229	38	0

2. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the Budget. This additional cost is partially offset by increased revenue.

Total Requirements	Total Sources	Net County Cost	Positions
90,297	18,059	72,238	0

3. Wellness Dividend:

This adjustment includes the removal of budgeted wellness dividends for employees who did not participate in the Wellness Program. The majority of the Wellness dividend funding have been redirected for other staff costs.

Total Requirements	Total Sources	Net County Cost	Positions
(10,524)	0	(10,524)	0
9,786	0	9,786	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
396,826	325,288	71,538	0

Health IT (5560B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 June Budget to the FY 2016-17 Adopted Budget.

1. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget. Increased expense has been covered by a reduction in Salaries and Benefits.

Total Requirements	Total Sources	Net County Cost	Positions
13,603	0	13,603	0
(13,603)	0	(13,603)	0

2. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program. These reduced expenses offset the increase in Experience Pay.

Total Requirements	Total Sources	Net County Cost	Positions
(1,512)	0	(1,512)	0
1,512	0	1,512	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
0	0	0	0

Emergency Medical Services GF (5600B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Emergency Medical Services County Leased Facility Charge:

Budget adjustments are made to reconcile the budget with final grant figures and rent expenditures. Reserves have been used for a portion of these expenses that will be included in future grant requests.

Total Requirements	Total Sources	Net County Cost	Positions
(8,123)	(8,123)	0	0

2. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget. Additional costs are covered by Bioterrorism grant funding and the EMS trust funds.

Total Requirements	Total Sources	Net County Cost	Positions
7,037	7,037	0	0

3. Wellness Dividend:

This adjustment includes the removal of budgeted wellness dividends for employees who did not participate in the Wellness Program. Revenue from the EMS trust fund has been reduced as result of reduced expense.

Total Requirements	Total Sources	Net County Cost	Positions
(252)	(252)	0	0

4. Measure A Rollover - Falls Prevention:

Savings from year one of the two year funding for Measure A – Fall Prevention for older adults are being carried forward into FY 16-17.

Total Requirements	Total Sources	Net County Cost	Positions
11,190	11,190	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
9,852	9,852	0	0

 Emergency Medical Services Fund (5630B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 June Budget to the FY 2016-17 Adopted Budget.

1. Revenue Adjustments for Experience Pay and Wellness Dividend:

Reserves are reduced to pay for the net increase of the Experience Pay less the Wellness Dividend located in the Emergency Medical Services General Fund Budget Unit.

Total Requirements	Total Sources	Net County Cost	Positions
(12,991)	0	(12,991)	0
12,991	0	12,991	0

Aging and Adult Services (5700B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 June Budget to the FY 2016-17 Adopted Budget.

1. Public Administration Program Enhancement Roll-Forward:

The County Manager's Office allocated funding for the transition of the Public Administrator's Office from the District Attorney's Office to Aging and Adult Services. The transition is complete and savings from FY 15-16 are rolled over into FY 2016-17 for additional program and facility enhancements.

Total Requirements	Total Sources	Net County Cost	Positions
750,000	0	750,000	0
(750,000)	0	(750,000)	0

2. Facility Surcharge

Negotiated Facility Surcharge for County-owned facilities are added and offset by a reduction in Salaries and Benefits.

Total Requirements	Total Sources	Net County Cost	Positions
2,131	0	2,131	0
(2,131)	0	(2,131)	0

3. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget. A portion of this expense is being funded by a reduction in Salaries and Benefits.

Total Requirements	Total Sources	Net County Cost	Positions
111,392	0	111,392	0
(33,972)	0	(33,972)	0

4. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program. The funds have been redirected for other staff costs.

Total Requirements	Total Sources	Net County Cost	Positions
(14,616)	0	(14,616)	0
14,616	0	14,616	0

5. Measure A Rollover - Services for Older Adults:

Savings from FY 2015-16 Measure A funding for four community-based organizations providing older adult programs and services in the County are being rollover over for the second year of the contracts.

Total Requirements	Total Sources	Net County Cost	Positions
169,103	169,103	0	0

6. Measure A New - Foster City Village:

In June 2016, the Board of Supervisors approved additional Measure A funding as a one-time grant to Foster City Village, Inc. to expand programs for senior citizens in Foster City. This action adds that funding to the FY 16-17 budget.

Total Requirements	Total Sources	Net County Cost	Positions
30,000	30,000	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
276,523	199,103	77,420	0

IHSS Public Authority (5800B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. **Facility Surcharge:**

Negotiated Facility Surcharge for County owned facilities offset by anticipated salary savings.

Total Requirements	Total Sources	Net County Cost	Positions
291	0	(291)	0
(291)	0	291	0

Environmental Health (5900B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. JPA Trust Fund for Hazardous Materials Emergency Response Program Savings:

The Hazardous Materials Emergency Response Program is funded by the cities and the County. In FY14-15, the Joint Powers Authority (JPA) recommended and the County Manager's Office approved the creation of a new trust fund to maintain year end savings to address future one-time appropriations. Reserves are reduced which represents program savings through June 30, 2016 and will be placed in a special trust fund for this program.

Total Requirements	Total Sources	Net County Cost	Positions
(189,972)	0	(189,972)	0
189,972	0	189,972	0

2. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget. Reductions in other Salaries and Benefits accounts are reduced to cover this additional cost.

Total Requirements	Total Sources	Net County Cost	Positions
68,381	0	68,381	10
(68,381)	0	(68,381)	0

3. Wellness Dividend:

This adjustment includes the removal of budgeted wellness dividends for employees who did not participate in the Wellness Program. The Wellness Dividend savings has been redirected for other staff costs.

Total Requirements	Total Sources	Net County Cost	Positions
(8,424)	0	(8,424)	0
8,424	0	8,424	0

4. Measure A New - Increased Revenue to Existing Augmented Housing Inspection Program:

On July 12, 2016, Environmental Health presented a status update on the Measure A Augmented Housing Inspection Program Pilot to the Board of Supervisors during which the Board approved a funding increase for the XX position from part-time to full-time to enhance outreach and education efforts during FY 2016-17.

Total Requirements	Total Sources	Net County Cost	Positions
80,586	80,586	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
80,586	80,586	0	0

Behavioral Health and Recovery Services (6100B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 June Budget to the FY 2016-17 Adopted Budget.

1. California Health Facilities Financing Grant for Respite Center:

Behavioral Health and Recovery Services has been awarded one-time grant funds received from the California Health Facilities Financing Authority for the development of Serenity House for client respite services. The Respite Center will provide 24-hour per day comprehensive crisis residential services for up to ten clients. This funding will defray the cost of construction and renovation of the respite center facility.

Total Requirements	Total Sources	Net County Cost	Positions
966,642	966,642	0	0

2. Transfer of Information Technology Position from Family Health Services:

In order to better align information technology support, one Administrative Assistant II-E is transferred from Family Health Services. Net County Cost has also been transferred resulting in no overall increase of Net County Cost for the Health System.

Total Requirements	Total Sources	Net County Cost	Positions
132,906	66,453	66,453	1

3. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget. Funds already allocated in Salaries and Benefits are moved to cover this additional cost.

Total Requirements	Total Sources	Net County Cost	Positions
306,625	52,128	254,497	0

4. Wellness Dividend:

This adjustment includes the removal of budgeted wellness dividends for employees who did not participate in the Wellness Program. Partial savings have been used to offset other Salary and Benefit expenses.

Total Requirements	Total Sources	Net County Cost	Positions
(54,924)	0	(54,924)	0
8,937	0	8,937	0

5. **Measure A Rollover - One-Time Funding for Refurbishment of Industrial Hotel:**

BHRS is rolling forward the balance of unspent Measure A funds appropriated for the refurbishment of the Industrial Hotel. The rollover funds will be combined with FY 2016-17 Measure A appropriations to pay contract costs to Telecare Corporation for the completion of work at this facility that provides housing for the mentally ill.

Total Requirements	Total Sources	Net County Cost	Positions
49,838	49,838	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
1,410,024	1,135,061	274,963	1

Family Health Services (6240B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 June Budget to the FY 2016-17 Adopted Budget.

1. Oral Health Strategic Plan Implementation:

An Oral Health Strategic Plan was completed in August 2016. As a result, the Health Plan of San Mateo, First 5, Peninsula Health Care District, and Sequoia Healthcare District have each agreed to contribute funding in FY 2016-17 toward two term positions that will work with dental and medical providers to connect systems of oral healthcare for low-income clients. This funding will be used to draw down additional MediCal Administrative Activities revenue to contribute to funding the positions.

Total Requirements	Total Sources	Net County Cost	Positions
333,333	333,333	0	0

2. Transfer of Information Technology Position:

In order to better align information technology support, one Administrative Assistant II-E is transferred to Behavioral Health and Recovery Services. Net County Cost is also transferring, resulting in no overall change to the Net County Cost for the Health System.

Total Requirements	Total Sources	Net County Cost	Positions
(132,906)	(66,453)	(66,453)	(1)

3. Lead Poisoning Prevention Grant:

The California Department of Public Health (CDPH) has broadened eligibility for Lead Poisoning Prevention services, including a decrease in the blood lead level required to denote blood poisoning. As a result of this change, CDPH anticipates an increase in caseload and an expansion of monitoring, outreach, and education, and has provided additional funding to counties.

Total Requirements	Total Sources	Net County Cost	Positions
93,572	93,572	0	0

4. Increase in Salaries and Benefits:

Salaries for the Clinical Services Manager classification were recently adjusted and this action increases the budget for those costs.

Total Requirements	Total Sources	Net County Cost	Positions
29,634	5,927	23,707	0

5. Reconciliation with Salary Resolution:

Changes to reconcile with the Salary Resolution effective August 14, 2016 in which one Medical Office Services Supervisor is deleted and one Social Work Supervisor is added in the California Children's Services program, and one

Dietetic Technician is added to the Network for a Healthy California Program. This position has been transferred from the Health Coverage Unit.

Total Requirements	Total Sources	Net County Cost	Positions
21,474	21,474	0	1

6. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget and offsetting Medical Administrative Activities revenue. Funds already allocated in Salaries and Benefits are moved to cover this additional cost as well as additional Net County Cost.

Total Requirements	Total Sources	Net County Cost	Positions
212,782	42,556	170,226	0

7. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program, and an offsetting reduction to Medical Administrative Activities revenue.

Total Requirements	Total Sources	Net County Cost	Positions
(14,232)	(2,846)	(11,386)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
543,657	427,563	116,094	0

Correctional Health Services (6300B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 June Budget to the FY 2016-17 Adopted Budget.

1. Transfer of Food Services to Sheriff's Office and San Mateo Medical Center:

As recommended by the Health Management Associates (HMA) consultant study, Food Services for adult and juvenile population is transferred to the Sheriff's Office. Food Services for the Canyon Oaks facility is transferred to the San Mateo Medical Center (SMMC). The reduction in costs is offset by a reduction in Intrafund Transfer revenue. This action transfers budget appropriations as of January 1, 2017.

Total Requirements	Total Sources	Net County Cost	Positions
(2,893,157)	0	(92,893,157)	(23)
2,893,157	0	92,893,157	0

2. Increase to Salaries and Benefits to Clinical Services Manager I:

Salaries for Clinical Services Managers I were recently adjusted and this action increases the budget for those costs.

Total Requirements	Total Sources	Net County Cost	Positions
10,344	0	10,344	0

3. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget. This was funded by an increase in Net County Cost and savings from the Wellness Dividends.

Total Requirements	Total Sources	Net County Cost	Positions
70,201	0	70,201	0

4. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program. A portion of these savings are being used to fund the Experience Pay increase.

Total Requirements	Total Sources	Net County Cost	Positions
(13,848)	0	(13,848)	0
4,032	0	4,032	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
70,729	0	70,729	(23)

San Mateo Medical Center (6600B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Move of Cook II:

Health Management Associates performed a study of Correctional Health Services and one of the recommendations from their report is to transfer food services to the Sheriff's Office and the Medical Center. This adjustment is for the move of a full-time Cook II from Canyon Oaks, covering Salaries and Benefits and other general expenses. The expenses are fully covered by intrafund revenue from Behavioral Health and Recovery Services.

Total Requirements	Total Sources	Net County Cost	Positions
81,104	81,104	0	1

2. Medical Services Assistant II Positions:

Two Medical Services Assistant II positions are added to reconcile with the Master Salary Resolution. Extra Help expenditures have been reduced to offset the cost.

Total Requirements	Total Sources	Net County Cost	Positions
170,478	0	170,478	2
(170,478)	0	(170,478)	0

3. Clinical Manager's Salary and Benefit Increase:

The increase in the salaries and benefits expense of Clinical Managers has been covered by the reduction in Wellness Dividends mentioned below as well as a reduction in Capital Expenses.

Total Requirements	Total Sources	Net County Cost	Positions
151,587	0	151,587	0
(26,115)	0	(26,115)	0

4. Experience Pay:

This adjustment includes Experience Pay that was not included in the June Budget. This increase is being covered by additional Intergovernmental Revenue and a reduction in Reserves.

Total Requirements	Total Sources	Net County Cost	Positions
939,949	610,967	328,982	0
(328,982)	0	(328,982)	0

5. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program. This reduced expense helps to offset other increases in Salaries and Benefits.

Total Requirements	Total Sources	Net County Cost	Positions
(125,472)	0	(125,472)	0
125,472	0	125,472	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
692,071	692,071	0	3

 Human Services Agency (7000D)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 June Budget to the FY 2016-17 Adopted Budget.

1. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget. Realignment and Federal and State Welfare Administration revenue are used to partially cover this additional cost..

Total Requirements	Total Sources	Net County Cost	Positions
511,631	0	511,631	0
0	137,377	(137,377)	0

2. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program, which are partially offset by reserves.

Total Requirements	Total Sources	Net County Cost	Positions
(96,516)	0	(96,516)	0
11,842	(14,848)	26,690	0

3. Core Services Cost Recalculation:

This action adds appropriation for Core Service Agencies, as a result of a new methodology that was developed to determine the funding level for each Core Service Agency, based on the number of households served. The new allocation methodology increases the funding for some of the agencies. This will be funded by an increase of Net County Cost.

Total Requirements	Total Sources	Net County Cost	Positions
511,675	0	511,675	0

4. Maple Street Shelter Rental Cost Increase:

This action adds appropriation for the increased Maple Street Shelter rental cost due to the expansion of space that will be utilized during the build out. This will be funded by an increase in Net County Cost.

Total Requirements	Total Sources	Net County Cost	Positions
128,799	0	128,799	0

5. Measure A Rollover - IT Projects:

Measure A funding is rolled over to cover a portion of the IT project costs related to performance measures data collection and data integrity.

Total Requirements	Total Sources	Net County Cost	Positions
99,621	99,621	0	0

6. Measure A Rollover - Foster Youth Housing AB12:

Measure A funding is rolled over to allow San Mateo County to continue to explore housing solutions for the Foster Youth Non-Minor Dependents to reduce the likelihood of homelessness in our At-Risk Youth population.

Total Requirements	Total Sources	Net County Cost	Positions
1,782,842	1,782,842	0	0

7. Measure A Rollover - Foster Youth Services (AB403 Implementation):

Measure A funding is rolled over for San Mateo County Children and Family Services to allow for the implementation of changes and reforms made to the current foster care system due to the enactment of AB403.

Total Requirements	Total Sources	Net County Cost	Positions
1,255,853	1,255,853	0	0

8. Measure A Rollover - Homeless Services:

Measure A funding is rolled over to support the County's Homeless population. This one-time funding will be used to support the initiatives and programs that provide critical services to homeless individuals and families in the County such as inclement weather shelters, homeless diversion and training, covering the potential loss of HUD funding for shelters, performance measure data integrity, and the Maple Street shelter master plan.

Total Requirements	Total Sources	Net County Cost	Positions
3,505,554	3,505,554	0	0

9. Measure A Rollover - Immigrants and Veterans:

Measure A funding is rolled over to provide client engagement activities and events for our Immigrant and Veteran Services programs.

Total Requirements	Total Sources	Net County Cost	Positions
106,026	106,026	0	0

10. Measure A Rollover - Rosalie Rendu:

Measure A District 4 funding is rolled over for the remaining contractual obligation under the agreement with Rosalie Rendu Inc.

Total Requirements	Total Sources	Net County Cost	Positions
4,000	4,000	0	0

11. Measure A Rollover - One EPA:

Measure A funding is rolled over to cover a portion of the remaining contractual obligation under the agreement with One East Palo Alto to provide Youth Employment Services.

Total Requirements	Total Sources	Net County Cost	Positions
15,000	15,000	0	0

12. Measure A - New Peninsula Family Services:

The adjustment appropriates Measure A funding for the county's agreement with Peninsula Family Services. This agreement is funded with District 2 and District 5 Measure A Sales and Use Tax revenue. Funding is authorized under the Board Resolutions 074440 and 074463.

Total Requirements	Total Sources	Net County Cost	Positions
95,000	95,000	0	0
122,500	122,500	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
8,053,827	7,108,925	944,902	0

Child Support Services (2600B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 June Budget to the FY 2016-17 Adopted Budget.

1. Experience Pay:

Adjustments have been made to include negotiated Experience Pay that was not included in the June Budget.

Total Requirements	Total Sources	Net County Cost	Positions
54,350	0	54,350	0

2. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(10,584)	0	(10,584)	0

3. Federal Financial Participation Program (FFP):

To offset adjustments for Experience Pay and Wellness Dividends, the department increased local funding to draw down an additional 2:1 federal match.

Total Requirements	Total Sources	Net County Cost	Positions
(14,880)	28,886	(43,766)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
28,886	28,886	0	0

Planning and Building (3800B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Position Adjustment:

One Building Permit Technician II is added to address a trend of increasing public traffic and lengthening permit processing times. The position and related equipment costs are funded by permit revenue.

Total Requirements	Total Sources	Net County Cost	Positions
90,311	90,311	0	1

2. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget.

Total Requirements	Total Sources	Net County Cost	Positions
20,912	0	20,912	0

3. Wellness Dividend:

This adjustment includes the removal of budgeted wellness dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(8,316)	0	(8,316)	0

4. Measure A Rollover - Affordable Housing Initiative:

Measure A funding is rolled over for the development of the Second Unit Program, the Small House Program, the No-Net Loss Policy, the Affordable Housing Overlay Zone and a term Planner II.

Total Requirements	Total Sources	Net County Cost	Positions
90,231	90,231	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
193,138	180,542	12,596	1

Parks Administration (3900B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Purchase of a Tool Trailer:

Reserves will fund the purchase of a tool trailer for Natural Resource Management staff.

Total Requirements	Total Sources	Net County Cost	Positions
13,000	0	13,000	0
(13,000)	0	(13,000)	0

2. Parks Shuttle Program:

Grant funding from the San Mateo Transportation Authority and donations from the San Mateo County Parks Foundation will partially offset the costs of the program. The remaining costs will be offset by Measure A funding.

Total Requirements	Total Sources	Net County Cost	Positions
125,528	125,528	0	0

3. Transferring Project Savings to Parks:

Project savings from the Coyote Point Playground, Fitzgerald Marine Reserve Parking Lot, Coyote Point Park Lighting Improvement, and the Devil's Slide Trail projects will be transferred from Non-Departmental Services to Parks Administration to fund additional equipment and maintenance costs for similar projects.

Total Requirements	Total Sources	Net County Cost	Positions
39,500	0	39,500	0
(39,500)	0	(39,500)	0

4. Bicycle Sunday and Signage at Parks:

Donations from the San Mateo County Parks Foundation will fund costs associated with Bicycle Sunday and the creation and installation of signs at Wunderlich and Huddart Park.

Total Requirements	Total Sources	Net County Cost	Positions
16,250	16,250	0	0

5. Position Adjustment:

One Park Ranger IV position is added to address the County's need for an Arborist. The position and additional related ongoing costs will be funded by the General Fund.

Total Requirements	Total Sources	Net County Cost	Positions
142,543	0	142,543	1

6. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget.

Total Requirements	Total Sources	Net County Cost	Positions
45,712	0	45,712	0

7. Wellness Dividend:

This adjustment includes the removal of budgeted wellness dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(11,088)	0	(11,088)	0

8. Measure A Rollover - Operations and Maintenance Projects:

Measure A funding is rolled over for 38 projects related to operational and maintenance needs at County parks.

Total Requirements	Total Sources	Net County Cost	Positions
648,069	648,069	0	0

9. Measure A Rollover - Parks Shuttle Program:

Measure A funding is reallocated from Mini-parks to the Shuttle Program to fund extra help and term position costs.

Total Requirements	Total Sources	Net County Cost	Positions
34,000	0	34,000	0
(34,000)	0	(34,000)	0

10. Measure A New - Wunderlich Park Improvements:

New Measure A funding is added for the upgrade of the footing of the horse riding arena at Wunderlich Park. The footing will provide additional padding and reduce the potential for injuries to the horses using the arena.

Total Requirements	Total Sources	Net County Cost	Positions
30,000	30,000	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
997,014	819,847	177,167	1

Parks Acquisition and Development (3970B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Completion of the Gap Trail Project:

San Mateo County Transportation Authority grant will fund the planning, design, and permitting of the Gap Trail Project.

Total Requirements	Total Sources	Net County Cost	Positions
150,000	150,000	0	0

2. Student Conservation Association Summer Crews:

Donations from the San Mateo County Parks Foundation will fund the Student Conservation Association (SCA) Summer Crews.

Total Requirements	Total Sources	Net County Cost	Positions
37,750	37,750	0	0

3. Coyote Point Eastern Promenade Rejuvenation Project:

This adjustment appropriates Parks Foundation donations set aside for the Eastern Promenade Project.

Total Requirements	Total Sources	Net County Cost	Positions
42,720	0	42,720	0
(42,720)	0	(42,720)	0

4. Measure A Rollover - Parks Concession Studies:

Measure A funding is rolled over for studies that examine potential concessions at County Parks.

Total Requirements	Total Sources	Net County Cost	Positions
44,010	44,010	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
231,760	231,760	0	0

Coyote Point Marina (3980B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Maintenance and Contracts:

Adjustments to increase appropriations for contracts, maintenance, pay adjustments, and Reserves are offset by a reduction to Fixed Assets; the actual dredging of the Marina is not scheduled to occur until FY 2017-18.

Total Requirements	Total Sources	Net County Cost	Positions
275,504	0	275,504	0
(275,000)	0	(275,000)	0

2. Wellness Dividend:

This adjustment includes the removal of budgeted wellness dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(504)	0	(504)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
0	0	0	0

County Library (3700D) - Information Only

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Big Lift Inspiring Summer:

This adjustment is due to Big Lift Inspiring Summer program revenue with a corresponding appropriation of Staffing Costs and Program Activities.

Total Requirements	Total Sources	Net County Cost	Positions
894,391	894,391	0	0

2. Donations and Friends Support:

This adjustment is due to revenues and appropriations from Donations and Friends of the Library-supported activities.

Total Requirements	Total Sources	Net County Cost	Positions
(7,120)	(7,120)	0	0

3. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget and an offsetting amount in Contingencies and Reserves.

Total Requirements	Total Sources	Net County Cost	Positions
51,331	0	51,331	0
(51,331)	0	(51,331)	0

4. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program and an offsetting amount in Regular Pay Adjustments.

Total Requirements	Total Sources	Net County Cost	Positions
(13,056)	0	(13,056)	0
13,056	0	13,056	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
887,271	887,271	0	0

 Office of Sustainability (4000B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

 1. **Wellness Dividend:**

This adjustment removes budgeted Wellness Dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(3,528)	0	(3,528)	0

 Public Works / Administration (4510B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. SMCSaves Carryover:

This adjustment rolls over unspent FY 2015-16 appropriations for the SMCSaves grant funded Water Quality Inspection project to FY 2016-17.

Total Requirements	Total Sources	Net County Cost	Positions
55,465	0	55,465	0
(55,465)	0	(55,465)	0

2. Experience Pay and Wellness Dividend:

This adjustment appropriates negotiated Experience Pay that was not included in the June Budget and removes budgeted Wellness Dividends for employees who did not participate in the Wellness Program as well as an offsetting reduction in other salary and benefit expenditures.

Total Requirements	Total Sources	Net County Cost	Positions
6,140	0	6,140	0
(6,140)	0	(6,140)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
0	0	0	0

 Public Works / Road Construction and Operations (4520B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Adjustments to Capital Projects:

An additional \$500,000 in Half-Cent Transportation Tax Funds will be appropriated to fund road resurfacing projects. In addition, the Federal Highway Administration Highway Bridge Replacement and Rehabilitation Program grant proceeds capital expenditure amounts have been adjusted based on the construction progress of the Crystal Springs Dam Bridge Project.

Total Requirements	Total Sources	Net County Cost	Positions
2,395,470	2,395,470	0	0

2. Experience Pay and Wellness Dividend:

This adjustment appropriates negotiated Experience Pay that was not included in the June Budget and removes budgeted Wellness Dividends for employees who did not participate in the Wellness Program as well as an offsetting reduction in other salary and benefit expenditures.

Total Requirements	Total Sources	Net County Cost	Positions
74,069	0	74,069	0
(74,069)	0	(74,069)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
2,395,470	2,395,470	0	0

 Public Works / Vehicle and Equipment Services (4760B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. SMCSaves Carryover:

This adjustment rolls over unspent FY 2015-16 appropriations for the SMCSaves grant funded GPS and Vehicle Reservation System project to FY 2016-17. The remaining funds will be used for the completion of the Vehicle Reservation System installation. This includes software configurations, software training manual development, and restriping of parking spaces to designate dedicated motor pool vehicle spaces for each vehicle.

Total Requirements	Total Sources	Net County Cost	Positions
159,760	159,760	0	0

2. Experience Pay and Wellness Dividend:

This adjustment appropriates negotiated Experience Pay that was not included in the June Budget and removes budgeted Wellness Dividends for employees who did not participate in the Wellness Program as well as an offsetting reduction in other salary and benefit expenditures.

Total Requirements	Total Sources	Net County Cost	Positions
9,232	0	9,232	0
(9,232)	0	(9,232)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
159,760	159,760	0	0

Public Works / Utilities (4840B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Improvement Project Adjustments:

This adjustment reappropriates funding for three projects not completed in FY 2015-16 and therefore carried forward to FY 2016-17. Appropriations were adjusted based on current project schedules and cost estimates. The Emerald Lake Heights Sewer Replacement Project and the Burlingame Hills Sewer Maintenance District Sewer Capacity Improvement Project will be funded with District Reserves. Finally, unspent funds will be carried forward and appropriated for the General Fund supported Water System Feasibility Study and Seismic Retrofit Project.

Total Requirements	Total Sources	Net County Cost	Positions
1,101,079	30,079	1,071,000	0
(1,071,000)	0	(1,071,000)	0

2. Fair Oaks Sewer Maintenance District Contribution to Redwood City:

This adjustment appropriates \$2.9 million from the Fair Oaks Sewer Maintenance District Reserves to contribute to the City of Redwood City's \$10.7 million payment to Silicon Valley Clean Water (SVCW) for wastewater revenue bonds issued for treatment plant and sewage transport facility improvements. The Fair Oaks Sewer Maintenance District's contribution is based on the District's historical 27% wastewater flow conveyed by the City of Redwood City to SVCW.

Total Requirements	Total Sources	Net County Cost	Positions
2,900,000	0	2,900,000	0
(2,900,000)	0	(2,900,000)	0

3. Experience Pay and Wellness Dividend:

This adjustment appropriates negotiated Experience Pay that was not included in the June Budget and removes budgeted Wellness Dividends for employees who did not participate in the Wellness Program as well as an offsetting reduction in other salary and benefit expenditures.

Total Requirements	Total Sources	Net County Cost	Positions
6,750	0	6,750	0
(6,750)	0	(6,750)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
30,079	30,079	0	0

Public Works / Airports (4850B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Federal Aviation Administration (FAA) Grant Adjustments:

This adjustment is to reflect adjustments to anticipated FAA grant receipts and appropriations based on current project costs and schedules. FAA funded projects that are appropriated include: funding for completion of the San Carlos Airport Fuel and Pump Station, an Airport Layout Plan Update, and a Part 150 Noise Study. The Windssock Replacement and Culvert Repair project has been delayed. Reserves will be used for the County match to complete each of the above mentioned projects.

Total Requirements	Total Sources	Net County Cost	Positions
333,973	333,973	0	0

2. Project Adjustments:

Appropriations for one-time projects funded by Reserves are being adjusted to reflect current project progress, cost estimates and project schedules. The appropriated projects include hangar repairs, restroom enhancements and slurry seal projects at the Half Moon Bay Airport. Appropriations for terminal building repairs and paving at the San Carlos Airport have been reduced based on project schedules. The aforementioned projects will enhance the useful life of Airport infrastructure. Two additional projects, enhancements to noise complaint software and a new Half Moon Bay Airport sign, are being added and funded with \$17,500 in Reserves.

Total Requirements	Total Sources	Net County Cost	Positions
176,500	0	176,500	0
(176,500)	0	(176,500)	0

3. Experience Pay and Wellness Dividend:

This adjustment appropriates negotiated Experience Pay that was not included in the June Budget and removes budgeted Wellness Dividends for employees who did not participate in the Wellness Program as well as an offsetting reduction in other salary and benefit expenditures.

Total Requirements	Total Sources	Net County Cost	Positions
1,764	0	1,764	0
(1,764)	0	(1,764)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
333,973	333,973	0	0

Capital Projects (8500B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Capital Improvement Budget Adjustments:

Adjustments are made to project budgets to reflect actual rollover funding and updated cost estimates for existing projects including the 37th Avenue Health Facility ADA Barrier Removal project; several projects at the San Mateo Medical Center; El Cerrito Trunk Sewer Relief Line repair project; several projects at the East Palo Alto Government Center facility; several projects at the County Government Center campus; Pine Street warehouse replacement; Skylonda Fire Station replacement; and other facilities maintenance, engineering, and parks projects. The adjustment allocates new funding for the demolition of the former Maple Street Women's Jail, East Palo Alto Government Center Renovation Feasibility Study, and new Radio Shop at Tower Road. Previously budgeted FY 2016-17 funding for the Cordilleras Mental Health Facility replacement project and new County Government Center parking garage is deferred until the designs have been completed and regulatory requirements have been satisfied.

Total Requirements	Total Sources	Net County Cost	Positions
(28,229,457)	(28,229,457)	0	0

2. Measure A - New Capital Improvement Projects:

The adjustment appropriates Measure A funding for new and existing projects including the Motor Pool relocation, the Fair Oaks Library remodel, and sustainability projects in County facilities. Previously budgeted FY 2016-17 funding for the Pescadero Fire Station replacement project is deferred until a final location is selected and a design has been completed.

Total Requirements	Total Sources	Net County Cost	Positions
(5,153,713)	(5,153,713)	0	0

3. Measure A Rollover - Adjustments for Ongoing Capital Improvement Projects:

Adjustments are made to Measure A funded-project budgets to reflect updated cost estimates for existing projects including the new Public Dispatch Center; Serenity House Respite Center remodel; Motorpool relocation; relocation of Sheriff's Sleep Quarters; Maple Street Shelter renovation; CSA7 infrastructure replacement; sustainability projects in County facilities; improvements to several parks and trails; and other facilities maintenance, engineering, and parks projects.

Total Requirements	Total Sources	Net County Cost	Positions
(980,622)	(980,622)	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
(34,363,792)	(34,363,792)	0	0

Other Capital Construction Fund (8450B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Cash Advance for the Skylonda Fire Station Project:

When the County issued the 2013 refunding bonds, it included funding for the replacement of the Skylonda Fire Station. This adjustment provides a cash advance to the project with General Fund money, and as actual expenditures are recorded in the County's financial system, Non-Departmental Services (8000B) will be reimbursed through an operating transfer from the Other Capital Construction Fund. The appropriation and recording of Measure A revenues and expenditures will be reflected in the Other Capital Construction Fund as shown below. This is consistent with the County's treatment of Measure A-funded capital projects, which to date have been made on a reimbursement basis only.

Total Requirements	Total Sources	Net County Cost	Positions
4,500,000	4,500,000	0	0

2. Measure A Rollover - Skylonda Fire Station Funding Reallocation:

Measure A funding is rolled over from the Capital Projects Budget to reimburse Non-Departmental Services for an advance of funds, as described above.

Total Requirements	Total Sources	Net County Cost	Positions
4,000,000	4,000,000	0	0

3. Measure A New - Skylonda Fire Station Additional Funding:

Additional Measure A funding is added to cover unexpected project management, geotechnical and environmental consulting costs for the construction of the new Skylonda Fire Station.

Total Requirements	Total Sources	Net County Cost	Positions
500,000	500,000	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
9,000,000	9,000,000	0	0

Real Property Services (1220B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Leased Facilities:

Leased facility rents are adjusted for new Health System facilities in Daly City, South San Francisco, San Mateo, and Belmont and consolidation of several Sheriff's Office facilities countywide, and associated revenues from departments.

Total Requirements	Total Sources	Net County Cost	Positions
1,980,016	200,000	1,780,016	0
(1,780,016)	0	(1,780,016)	0

2. Salary Increase for Administrative Assistant II Work Out of Class:

This adjustment includes a salary increase due to additional responsibilities performed by an existing position and associated revenue for additional work performed for departments and outside agencies and to offset the Wellness Dividend.

Total Requirements	Total Sources	Net County Cost	Positions
6,656	6,656	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
206,656	206,656	0	0

Agriculture Commissioner/Sealer (1260B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Pest Detection Agreement:

This adjustment includes an amendment to a state contract for pest detection due to increased reimbursement.

Total Requirements	Total Sources	Net County Cost	Positions
115,865	115,865	0	0

2. Revised Fee Ordinance:

This adjustment includes increased revenue associated with revised fee ordinance to improve cost recovery.

Total Requirements	Total Sources	Net County Cost	Positions
38,500	38,500	0	0

3. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget.

Total Requirements	Total Sources	Net County Cost	Positions
28,918	0	28,918	0

4. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(2,604)	0	(2,604)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
180,679	154,365	26,314	0

Public Safety Communications (1240B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Position Adjustments:

This adjustment adds six Dispatchers to meet the terms of the Daly City dispatch contract, converts an Office Specialist to a Management Analyst, and includes funding for the project manager of the Regional Operations Center.

Total Requirements	Total Sources	Net County Cost	Positions
573,678	573,678	0	6

2. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget.

Total Requirements	Total Sources	Net County Cost	Positions
30,996	0	30,996	0

3. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(9,828)	0	(9,828)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
594,846	573,678	21,168	6

Fire Protection Services (3580B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Furniture, Equipment and Vehicle Acquisitions

This adjustment appropriates excess fund balance from Structural Fire for furniture and fixtures at the new Skylonda Fire Station; advanced life support, tools and equipment for a new ladder truck; and additional defibrillators, radios, breathing apparatus, and staff vehicles.

Total Requirements	Total Sources	Net County Cost	Positions
900,000	900,000	0	0

 Department of Housing (7900B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Revenue Adjustment:

This adjustment is due to unrealized revenue from City of Redwood City and an interfund reimbursement.

Total Requirements	Total Sources	Net County Cost	Positions
187,255	187,255	0	0

2. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget.

Total Requirements	Total Sources	Net County Cost	Positions
7,259	0	7,259	0
(7,259)	0	(7,259)	0

3. Wellness Dividend:

This adjustment includes the removal of budgeted wellness dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(504)	0	(504)	0
504	0	504	0

4. Measure A Rollover - 2700 Middlefield Junction:

Measure A funding is rolled over for the 2700 Middlefield Junction initiative.

Total Requirements	Total Sources	Net County Cost	Positions
100,000	100,000	0	0

5. Measure A Rollover - Affordable Housing Fund:

Measure A funding is rolled over to increase the Affordable Housing Fund budget.

Total Requirements	Total Sources	Net County Cost	Positions
2,000,000	2,000,000	0	0

6. Measure A Rollover - BHRS-Provider Property Debt:

Measure A funding is rolled over for the BHRS-Provider Property Debt initiative.

Total Requirements	Total Sources	Net County Cost	Positions
4,970,359	4,970,359	0	0

7. Measure A Rollover - Housing Innovation Fund:

Measure A funding is rolled over for the Housing Innovation Fund initiative.

Total Requirements	Total Sources	Net County Cost	Positions
213,330	213,330	0	0

8. Measure A Rollover - Landlord/Tenant I&R:

Measure A funding is rolled over to increase the budget for the Landlord/Tenant I&R initiative.

Total Requirements	Total Sources	Net County Cost	Positions
80,000	80,000	0	0

9. Measure A Rollover - Shared Housing-HIP:

Measure A funding is rolled over for the Shared Housing-HIP initiative.

Total Requirements	Total Sources	Net County Cost	Positions
123,171	123,171	0	0

10. Measure A Rollover - Farm Worker Housing:

Measure A funding is rolled over to increase the budget for the Farm Worker Housing initiative.

Total Requirements	Total Sources	Net County Cost	Positions
692,673	692,673	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
8,366,788	8,366,788	0	0

Assessor-County Clerk-Recorder (1300B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Supplemental Tax Administration Fees:

Supplemental Tax Administration fees from new construction will fund the Tyler Services appraisal contract work, a Senior Appraiser term employee to work with Tyler Services, and employee engagement activities.

Total Requirements	Total Sources	Net County Cost	Positions
1,000,000	1,000,000	0	0

2. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget.

Total Requirements	Total Sources	Net County Cost	Positions
105,512	0	105,512	0

3. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(14,868)	0	(14,868)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
1,090,644	1,000,000	90,644	0

 Controller's Office (1400B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Property Tax System Replacement Project Budget Transferred out of Controller's Budget:

The Property Tax System Replacement Project appropriations and associated intra-fund transfers are eliminated from the Controller's Office budget and transferred to the Information Services Department and Non-Departmental budget.

Total Requirements	Total Sources	Net County Cost	Positions
406,152	0	406,152	0
(406,152)	0	(406,152)	0

2. Experience Pay:

This adjustment appropriates negotiated Experience Pay that was not included in the June Budget.

Total Requirements	Total Sources	Net County Cost	Positions
9,511	0	9,511	0

3. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(5,040)	0	(5,040)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
4,471	0	4,471	0

Treasurer - Tax Collector (1500B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Reserves Adjustments:

Reserves are appropriated for maintenance expenses, benefit and pay adjustments, and other miscellaneous charges related to several projects, including the repainting of the department's offices and rooms, new property tax system, electronic file management system, and the installation of HVAC in the department's conference room. Costs are partially offset by revenue from interest earned.

Total Requirements	Total Sources	Net County Cost	Positions
1,196,094	5,000	1,191,094	0
(1,202,591)	0	(1,202,591)	0

2. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget.

Total Requirements	Total Sources	Net County Cost	Positions
32,999	0	32,999	0

3. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(7,560)	0	(7,560)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
18,942	5,000	13,942	0

Retirement Office (2000B) - Information Only

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Administrative and Technology Budget Adjustments:

Adjustments to Administrative and Technology initiatives to reflect budget approved by the Board of Retirement on June 7, 2016.

Total Requirements	Total Sources	Net County Cost	Positions
711,879	707,847	2,016	0

2. Wellness Dividend:

This adjustment includes the removal of budgeted wellness dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(2,016)	0	(2,016)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
709,863	709,863	0	0

 County Counsel (1600B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Position Adjustments:

One Deputy County Counsel IV and one Legal Secretary II are added to address the increasing demand on the department's legal services. Position costs are funded by legal services revenue and reductions to services and supplies.

Total Requirements	Total Sources	Net County Cost	Positions
352,467	182,467	170,000	2
(170,000)	0	(170,000)	0

2. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(2,016)	0	(2,016)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
180,451	182,467	(2,016)	2

Human Resources (1700B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Wellness Screenings:

This adjustment funds costs associated with wellness screenings and coaching services for employees.

Total Requirements	Total Sources	Net County Cost	Positions
150,000	0	150,000	0

2. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget.

Total Requirements	Total Sources	Net County Cost	Positions
9,629	0	9,629	0

3. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(4,656)	(2,388)	(2,268)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
154,973	(2,388)	157,361	0

Shared Services (1780B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. Contract Management System:

This adjustment reappropriates prior year funds for the automated Contracts Management System project.

Total Requirements	Total Sources	Net County Cost	Positions
700,930	0	700,930	0
(700,930)	0	(700,930)	0

2. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program.

Total Requirements	Total Sources	Net County Cost	Positions
(2,016)	0	(2,016)	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
(2,016)	0	(2,016)	0

 Information Services Department (1800B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 June Budget to the FY 2016-17 Adopted Budget.

1. Countywide Project Carryover:

Carry forward of countywide initiative funding budgeted in FY 2015-16 but not yet utilized, includes Probation systems, Service Now implementation, Criminal Justice middle ware and portal projects, Radio system upgrades, ISD remodel and payroll projects as well as various infrastructure projects countywide.

Total Requirements	Total Sources	Net County Cost	Positions
12,411,973	1,887,509	10,524,464	0
(10,524,464)	0	(10,524,464)	0

2. Staffing Changes:

Changes are recommended to staff ongoing operational efforts with full-time County staff. Five positions are added to the Desktop Services group, one to the County Service Desk, two for the Web team and one each for GIS and Open Data. Positions are funded with contingencies and reductions to extrahelp and term budgets.

Total Requirements	Total Sources	Net County Cost	Positions
1,389,192	0	1,389,192	10
(1,389,192)	0	(1,389,192)	0

3. Experience Pay:

This adjustment includes negotiated Experience Pay that was not included in the June Budget. Funds already allocated in Salaries and Benefits are moved to cover this additional cost.

Total Requirements	Total Sources	Net County Cost	Positions
100,690	0	100,690	0
(100,690)	0	(100,690)	0

4. Wellness Dividend:

This adjustment includes the removal of budgeted Wellness Dividends for employees who did not participate in the Wellness Program. The Wellness Dividends savings are redirected for other staff costs.

Total Requirements	Total Sources	Net County Cost	Positions
19,524	0	19,524	0
(19,524)	0	(19,524)	0

5. **Measure A Rollover - IT Infrastructure:**

Measure A funding is rolled over for IT infrastructure projects, including the public wifi, enterprise wifi build out, Windows 2003 upgrades and cloud back-up initiatives.

Total Requirements	Total Sources	Net County Cost	Positions
426,097	426,097	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
2,313,606	2,313,606	0	10

Non-Departmental Services (8000B)

FY 2016-17 September Funding Adjustments:

The following are significant changes from the FY 2016-17 Approved Recommended Budget to the FY 2016-17 Adopted Budget.

1. General Purpose Revenue Adjustments:

General purpose revenues are adjusted as follows: Secured Property Tax and Property Tax In-Lieu of VLF are increased to reflect the final roll growth of 7.6%; RDA Pass-Through Payments are increased to reflect prior year actuals; and A-87 overhead charges are aligned with cost plan reimbursements from non-General Fund departments. The additional revenues will be set aside in reserves.

Total Requirements	Total Sources	Net County Cost	Positions
10,057,492	10,057,492	0	0

2. County Health Clinics Expansion

This adjustment appropriates reserves to fund the expansion of County health clinics.

Total Requirements	Total Sources	Net County Cost	Positions
9,500,000	0	9,500,000	0
(9,500,000)	0	(9,500,000)	0

3. Budget Correction for County Loans:

The loan to the Crystal Springs Sanitation District was inadvertently double budgeted in the FY 2016-17 Recommended Budget. This adjustment moves the funds back into reserves.

Total Requirements	Total Sources	Net County Cost	Positions
(8,288,855)	0	(8,288,855)	0
8,288,855	0	8,288,855	0

4. Cash Advance for Skylonda Fire Station Project:

When the County issued the 2013 Refunding bonds they included \$4 million for the replacement of the Skylonda Fire Station. The cost estimate for the project is now \$8.5 million. The County will cash advance the project with General Fund money and as actual expenditures are recorded in the County's financial system, Non-Departmental Services will be reimbursed through an operating transfer from the Other Capital Construction Fund (8450B). The appropriation and recording of Measure A revenues and expenditures will be reflected in the Other Capital Construction Fund. This is consistent with the County's treatment of Measure A funded capital projects, which to date have been made on a reimbursement basis only.

Total Requirements	Total Sources	Net County Cost	Positions
4,500,000	4,500,000	0	0

5. Property Tax System Replacement:

Non-Departmental Services has long been the primary funding source for Countywide IT. This adjustment facilitates the transfer of the Property Tax System Replacement budget from the Controller's Office to the Information Services Department (ISD). Property Tax Administrative Fees and trust fund reserves from the Assessor-County Clerk-Recorder's Office, the Controller's Office and the Treasurer-Tax Collector's Office that have helped fund the early project work have been moved to Non-Departmental Services, as well as the reimbursements to ISD. There is no fiscal impact with this transfer as the \$556,007 in reserves represents unspent carryforward from the previous fiscal year. The County Manager and the Chief Information Officer will come back to the Board during FY 2016-17 for additional funding.

Total Requirements	Total Sources	Net County Cost	Positions
4,797,445	4,241,438	556,007	0
(556,007)	0	(556,007)	0

6. Capital Improvement Budget Adjustments:

Adjustments are made to project budgets to reflect actual rollover funding and updated cost estimates for existing projects including the 37th Avenue Health Facility ADA Barrier Removal project, several projects at the San Mateo Medical Center, El Cerrito Trunk Sewer Relief Line repair project, several projects at the East Palo Alto Government Center facility, several projects at the County Government Center campus, Pine Street warehouse replacement, and other facilities maintenance, engineering and parks projects. Funding is allocated for new projects including the demolition of the former Maple Street Women's Jail and East Palo Alto Government Center Renovation Feasibility Study.

Total Requirements	Total Sources	Net County Cost	Positions
5,441,171	0	5,441,171	0
(5,441,171)	0	(5,441,171)	0

7. Net County Cost Adjustments:

The September budget revisions result in ongoing Net County Cost increases to operating departments largely due to the completion of labor negotiations with the Deputy Sheriff's Association, Sheriff's Sergeants, and Probation and Detention Association; experience pay in-lieu of retirement pick-up for all bargaining units; and equity pay adjustments for Clinical Managers. In addition, ongoing funding has been provided to the Human Services Agency for the Core Service Agencies and the Sheriff's Office for compostable food trays that are compatible with the Maple Street Correctional Center's cook chill system.

Total Requirements	Total Sources	Net County Cost	Positions
(7,622,725)	0	(7,622,725)	0

8. Measure A Rollover - North Peninsula Food Pantry Roof Replacement:

In February 2015, the Board approved a Measure A reimbursement to the City of Daly City for the replacement of the roof at the North Peninsula Food Pantry and Dining Center of Daly City. This adjustment is necessary as the payment wasn't made to the City until August 2016.

Total Requirements	Total Sources	Net County Cost	Positions
39,860	39,860	0	0

9. Measure A Rollover - District-Specific and Grants & Loans:

This adjustment reappropriates the balance of unspent District-Specific Measure A funds for this two-year funding cycle. Including the \$1 million in new money for the FY 2016-17 allocations, the remaining balance is \$4,578,442 for Loans and Grants and \$1,531,250 for District-Specific initiatives. These balances may include amounts previously authorized by the Board but not paid as of June 30, 2016 Measure A funding.

Total Requirements	Total Sources	Net County Cost	Positions
864,117	864,117	0	0

TOTAL FY 2016-17 DEPARTMENT FUNDING ADJUSTMENTS

Total Requirements	Total Sources	Net County Cost	Positions
12,080,182	19,702,907	(7,622,725)	0



FY 2016-17 Adopted Budget

ATTACHMENT D

Capital Projects Summary

Capital Projects Summary FY 2016-17

Project Description	FY 2016-17 Total Approp
HEALTH PROJECTS	
37th Ave ADA Barrier Removal (Non-Departmental Funded)	1,207,099
37th Ave ADA Barrier Removal (HR Funded)	500,000
North County Master Plan	492,365
Health Services Administration 225 37th Ave Upgrades	489,524
Cordilleras Mental Health Facility Replacement	1,303,000
San Mateo Medical Center Replace Expansion Joints in Multiple Locations	482,971
San Mateo Medical Center Admin. Building Seismic Improvements OSHPD-Required	29,206
Subtotal Health Services Projects - County General Fund 85110	4,504,166
San Mateo Medical Center Co-Generation Plant	227,965
San Mateo Medical Center Replacement of Heat Exchangers on Low Capacity Boilers	827,610
San Mateo Medical Center Water Tank Retrofit	1,655,578
San Mateo Medical Center Campus Master Plan	451,937
San Mateo Medical Center 2nd Floor Post Op Recovery Expansion	304,506
Mike Nevin Medical Center - DDC Controls System Installation	45,999
San Mateo Medical Center HVAC Equipment Controls Upgrade	1,555,341
San Mateo Medical Center Psychiatric Unit Patient Safety Remodel	576,327
San Mateo Medical Center Small Chiller Replacement	520,000
Subtotal Medical Center Projects - County General Fund 85115	6,165,264
Respite Center - Hacienda House Remodel	2,799,340
Subtotal Health Services Projects - Measure A 85810	2,799,340
Cordilleras Mental Health Facility Replacement	10,000,000
Subtotal Health Services Projects - Bond Proceeds 87910	10,000,000
TOTAL HEALTH PROJECTS	23,468,769
CRIMINAL JUSTICE PROJECTS	
Youth Services Center Maintain Co-Generation System	100,000
Maguire Correctional Facility Upgrade Safety and Control Equipment	266,798
San Mateo County Honor Camp Site Characterization	109,261

Capital Projects Summary FY 2016-17

Project Description	FY 2016-17 Total Approp
Coroner's Office Relocation	500,000
Maguire Jail - RadPro SECUREPASS Scanner	225,000
Maguire Correctional Facility Maintain Co-Generation System	145,713
Maguire Renovation Phase 1	160,691
Maguire Renovation Phase 2	4,784,200
Maguire Renovation Miscellaneous Expenses	999,016
Youth Services Center Playing Field Replacement	200,000
North County Courts Split System Chiller Compressor Replacement	15,000
Camp Glenwood Shop Black Mold Abatement	25,000
Subtotal Criminal Justice Projects - County General Fund 85120	7,530,679
Public Dispatch and Emergency Operations Center	32,933,403
Relocate Motorpool from Redwood City to Grant Yard	383,315
Sheriff's Relocation of Sleep Quarters	43,618
Subtotal Criminal Justice Projects - Measure A 85820	33,360,337
Youth Services Center / Justice Center Plan	45,362
Youth Services Center Security and Surveillance System Replacement	49,364
2014 Maple Street Corrections Center Bond Administration Program	98,194
Subtotal Criminal Justice Projects - Bonds 87920	192,920
Camp Glenwood Improvement Project	469,166
Subtotal Criminal Justice Projects - Facility Surcharge 88320	469,166
TOTAL CRIMINAL JUSTICE PROJECTS	41,553,101
PARKS AND MARINA PROJECTS	
Alpine Trail Bike/Pedestrian Trail Improvement	2,818,195
Memorial Park Wastewater System and Potable Water System Replacement	3,819,757
Wunderlich Trailhead, RR, Picnic Area	173,868
Coyote Point Bay Trail Repair on North Levee	280,000
Crystal Springs Trail South of Dam 600 Yards	300,000
Flood Park Tennis Courts Renovation**	220,000

Capital Projects Summary FY 2016-17

Project Description	FY 2016-17 Total Approp
Subtotal Parks and Marina Projects - County General Fund 85130	7,611,820
Crystal Springs Trail Hwy 92 Crossing Plans	150,000
Flood Park Baseball Field Renovation	298,583
Huddart Park Meadow Lawn Renovation	50,000
Huddart Park Toyon Shower Building Renovation	15,598
Huddart Richards Road Repairs	210,000
Memorial Homestead Youth Camp Septic Repairs	49,158
Old Guadalupe Trail Renovations	288,705
Ralston Trail Repaving	207,497
San Pedro Valley Visitor Center Energy/Renovation	25,000
San Pedro Valley Weiler Ranch Road Culverts Plans	7,886
Wunderlich Carriage House Restroom ADA Improvements	330,620
Wunderlich Stable Hay Barn Plans and Construction	248,000
Flood Park Improvements	1,350,000
Green Valley Trail	1,320,000
Subtotal Parks Projects - Measure A 85830	4,551,048
Mirada Surf Restroom and Coastal Trail Installation	9,867
Coyote Point Park Water Distribution System	421,296
San Bruno Mountain Park Crocker Entrance Rehabilitation	158,500
Pigeon Point Construct Guard Rail	2,872
San Bruno Mountain Parking Lot Repaving	175,000
San Bruno Mountain Plan and Ridge Construction to Bay Trail	367,029
Crystal Springs Trail Construction South of Dam to Highway 35	151,265
Subtotal Parks and Marina Projects - Parks Acquisition Fund 86130	1,285,829
Huddart Park Septic Vaults Repair	28,060
Huddart Park Restroom Building ADA Improvements	100,000
Parks Vegetation Management Fuel Load Reduction	3,418
Subtotal Parks and Marina Projects - Facility Surcharge 88330	131,478
TOTAL PARKS AND MARINA PROJECTS	13,580,176

Capital Projects Summary FY 2016-17

Project Description	FY 2016-17 Total Approp
LIBRARY PROJECTS	
Fair Oaks Library and Human Services Administration Remodel	302,001
Subtotal Library Projects - Measure A 85840	302,001
TOTAL LIBRARY PROJECTS	302,001
OTHER COUNTY PROJECTS	
County Facility Master Plan Phase 2	1,248,994
New Jail Project Management - Department of Public Works	40,041
Graffiti Abatement Program	73,421
Strategic Energy Master Plan Project Development	3,019,097
Animal Care Shelter	21,937,528
East Palo Alto City Hall Improvements	749,718
Middlefield Recycling Center Demo	360,607
Tower Road Joint Yard Master Plan	610,995
Tower Road Master Plan	200,000
Pescadero Creek Dredging	600,000
Pescadero Creek Flooding Feasibility	611,875
Nevin Medical Center Air Handler Unit Repairs	6,004
Exterior Lighting Upgrade Phase 2	160,998
Capital Project Development	200,000
Integrated Workplace Management System	1,250,000
Steam Trap Survey Repair	1,812
Cordilleras Grease Interceptor Installation	8,070
Hall of Justice Replace 12" Titus VAV Box in Courtrooms 4A and 2A	16,000
Youth Services Center Detention Center Turf Repairs	17,000
Tower Road Street Improvements-GF	134,679
San Mateo Medical Center Photovoltaic Solar Project	1,233,570
San Mateo Medical Center Clinic HVAC Cooling System Upgrade	366,086

Capital Projects Summary FY 2016-17

Project Description	FY 2016-17 Total Approp
Countywide Electrical Specifications and Safety Compliance	74,396
East Palo Alto Government Center HVAC Replacement	437,833
Emergent Special Jobs-GF	246,520
Sustainability Project - County Government Center Vehicle Charging Stations	3,480
Coastside/South County Water Supply Study	200,000
North St/Clinic/Puente Parking Flooding	200,000
Stage Road Sidewalk and Drainage	100,000
Pescadero High School Water Supply and Treatment Feasibility	100,000
Pescadero High School Water Supply and Treatment Implementation	300,000
Sand Hill Road Bicycle Conflict Zones Striping	120,000
Mirada Road Erosion Protection	2,600,000
Former Maple Street Women's Jail Demolition and Site Master Plan	1,000,000
East Palo Alto Government Center Renovation Feasibility Study	250,000
Subtotal Other County Projects - County General Fund 85170	38,478,725
Alpine Trail Slide Repairs	300,000
Subtotal Other County Projects - Departmental General Fund 85270	300,000
Pescadero Fire Station Replacement	1,774,787
Subtotal Fire Protection Projects - Measure A 85850	1,774,787
Sustainability Projects - County Government Center Vehicle Charging Stations	4,131
Sustainability Projects - County Office Building Two Hand Dryer Units	265,124
Maple Street Shelter Renovation	4,533,533
Infrastructure Replacement (CSA 7)	3,673,190
Flooding in North Fair Oaks-Solutions Study	182,557
Pescadero Aquifer Study (CSA 11)	300,000
Pescadero Alternate Water Source evaluation (CSA 11)	100,000
Subtotal Other County Projects - Measure A 85870	9,058,534
Alameda Streetscape Tree Replacement	35,310
Subtotal Other County Projects - Facility Surcharge 88370	35,310
San Mateo Medical Center Old Hospital Building - Non Structural Upgrades	6,994,835

Capital Projects Summary FY 2016-17

Project Description	FY 2016-17 Total Approp
County Office Building One Restoration / Replacement	1,062,663
County Office Building One 1st and 3rd Floor ISD Remodel	4,495,948
County Office Building Three	1,500,000
Old Maguire Remodel	12,600,000
Maple Street Shelter Renovation - Housing Grant	2,200,000
New Radio Shop at Tower Road	3,630,000
Tower Road Street Improvements - County Office of Education	149,131
Subtotal Other County Projects - Other 88670	32,632,578
Skylonda Fire Station Replacement	239,726
Skylonda 2013 Series A Bond Administration	44,392
Subtotal Fire Protection Projects - Bond Proceeds 87950	284,118
County Government Center Parking Structure II	2,967,713
Subtotal Other County Projects - Bond Proceeds 87970	2,967,713
Youth Services Center Co-Gen/Central Plant Upgrade	500,001
Youth Services Center Roofs Alpha Guard Coating	40,702
San Mateo Medical Center Multi Exterior Door/Frame Painting	11,258
San Mateo Medical Center MultiCaulk Door Frame Cleaning	2,486
San Mateo Medical Center Chain Link Fence/Gate Painting at Central Plant	8,779
San Mateo Medical Center Mill Asphalt Pavement Lot C	6,453
San Mateo Medical Center Carpet Engineering Office Replacement	10,000
San Mateo Medical Center Stairwell 54 Building Painting	1,747
San Mateo Medical Center Base Board Replacement throughout Hospital	66,510
San Mateo Medical Center Laminate Benches Replace/Repair in Clinics	25,000
San Mateo Medical Center Ceiling Diagnostic and Treatment Wing Painting	3,123
San Mateo Medical Center Interior Walls Diagnostic and Treatment Wing Painting	127,570
San Mateo Medical Center Interior Walls/Ceiling Nursing Wing Ground Floor Painting	104,640
San Mateo Medical Center Carpet Central Plant Replacement	14,355
San Mateo Medical Center Asphalt Pavement North Central Plant Sealing	7,336

Capital Projects Summary FY 2016-17

Project Description	FY 2016-17 Total Approp
San Mateo Medical Center Nursing Wing Common Show 1A Replacement	50,735
San Mateo Medical Center Cooling Tower Repair/Replacement	84,810
San Mateo Medical Center Boiler SB1-SB6 Repair/Replacement	130,084
San Mateo Medical Center Engineering Office/Shop Remodel	199,101
San Mateo Medical Center Fiberglass Roof Panels Replacement	9,294
Maguire Correctional Facility Air Handling Unit #9 Replacement	99,862
Maguire Correctional Facility Co-Gen with Tico Units Replacement	198,899
Maguire Correctional Facility 2 Sewer Pumps/Motor in Basement Replacement	35,000
County Office Building One Podium with Seal Microphone Replacement	14,160
County Office Building One Freight Elevator Upgrade	150,000
County Office Building Two Roof Over 2 Top Boilers	100,000
County Office Building Two Roof Trex Work Platform Construction	62,672
County Office Building Two Platform Construction Around Backflow Device	2,327
East Palo Alto Chain Hoist Installation in Stairwell to Roof	14,862
Election Building Lighting Retrofit	46,409
Glenwood Packaging Waste Water Plant Replacement	68,674
Glenwood Replacement of 2 Heaters	29,997
Glenwood Boys Ranch Road Resurfacing	292,152
Hall of Justice Air Handling Units Replacement	1,625,000
Hall of Justice Power Conditioner to Revolving Doors	13,017
Hall of Justice Replacement of 1 Kitchen and 1 Toilet Exhaust Fan	26,838
North Probation Replacement of 8 Heaters/Furnaces	126,077
Crime Lab Window Blinds Installation	36,893
Health Services Economizer Dampers Repair	1,500
Girls Camp Walls, Doors, Windows and Trim Painting	123,202
Recycling Chutes in County Building Study	21,940
Parking Garage Monopoly Board Directory Update	49,904
Law Library Card Key Installation Parking Gate	47,986
San Mateo Medical Center Metal Doors Diagnostic and Treatment Wing Painting	2,704

Capital Projects Summary FY 2016-17

Project Description	FY 2016-17 Total Approp
San Mateo Medical Center Walls/Ceiling 1st to 3rd Nursing Wing Painting	240,922
Hall of Justice Rec Yard Fence Removal and Roof Replacement	390,810
Fire Station 18 (Cordilleras) Apparatus Bay Insulation/Ventilation	65,288
County Facilities Domestic Water Fixtures Upgrade	1,136,496
San Mateo Medical Center Emergency Generator Replacement	150,000
San Mateo Medical Center Smoke Detector Replacement	745,554
Countywide Survey Update - New FCIS Projects Development	60,000
Health Services Building Carpet Phase 3 Replacement	20,809
Health Services Vinyl Sheet Flooring Replacement	29,502
La Honda Underground Diesel Storage Tank Replacement	285,897
Hall of Justice Transfer Switch Replacement	47,675
Health Services ADA Ramp Replacement	5,000
"Our Place" Child Care Center Cabinets, Cabinet Doors and Countertops Replacement	17,730
Maguire Correctional Facility Roll Up Door Replacement at Sally Port	14,447
Maguire Correctional Facility Main Line Addition to Main Sewer	49,170
San Mateo Medical Center Boiler Brick Lining Replacement	8,640
County Parking Structure Pavers Reset	344,940
Honor Camp Monitoring Well Installation	149,403
County Center Parking Meters Upgrade	50,518
Crime Lab Lighting Control Systems Upgrade	100,000
San Mateo Medical Center Non-Structural Deficiency Corrections	225,014
Facilities Projects Warranty and Close-out	250,000
County Office Building One Air Handlers Sealing and Repair in Mechanical Rooms	29,050
San Mateo Medical Center 20 Air Handlers Refurbish	88,022
Grant Yard Metal Roof Replacement	55,387
Hall of Justice Elastomeric Roof Coating Replacement	4,914
Hall of Justice Metal Doors and Frame Paint	3,178
Childcare Seal Coat Asphalt Surface	19,500
Law Library Lighting Control Panel Replacement	5,500

Capital Projects Summary FY 2016-17

Project Description	FY 2016-17 Total Approp
CDF Edmonds Seal Coat Asphalt Pavement	7,216
Fair Oaks Library Seal Coat Asphalt	4,907
Construction Services Mill Asphalt	11,039
Construction Services Building A Algae Cleaning	1,753
Construction Services Building B Built Up Roof Replacement	32,635
Motorpool CSS Mill Asphalt Pavement	6,390
Human Services Agency Asphalt Sealing and Stalls Painting	20,670
North County Courts Parking Lot Seal Coat Asphalt	26,160
Daytop Drug Treatment Center Tile Replacement	23,570
Daytop Drug Treatment Center Seal Coat Asphalt	9,074
Central Library Wood Dock Bumpers Replacement	3,510
Central Library Fixed Sash Window Replacement	15,153
Election Registration Mill Asphalt Pavement	44,674
Construction Services Building B Overhead Door Replacement	18,262
South San Francisco Adult Probation Vinyl Floor Tiles Replacement	4,637
County Office Building One Elastomeric Roof Coating Replacement	2,368
County Office Building Two Expansion Joint Material Replacement	4,079
Maguire Correctional Facility Air Handling Unit Replacement	263,284
Maguire Correctional Facility Supply or Exhaust Fan Replacement	9,570
San Mateo East Palo Alto Government Center Hydraulic Elevator Replacement	159,555
San Mateo East Palo Alto Government Center Replacement of 3 Base Mounted Circulating Pumps	49,173
North County Detention Facility Built-up Roof Replacement	102,195
Childcare Center Replacement of 5 Centrifugal Exhaust Fans	14,277
San Mateo East Palo Alto Government Center Centrifugal Exhaust Fans Replacement	22,926
Glenwood Boys Ranch Admin Building Asphalt Replacement	4,729
Glenwood Boys Ranch Admin Building Asphalt Replacement	51,310
Childcare Center Outdoor Packaging Unit Replacement	160,853
Old Courthouse Clean and Chalk Exterior Wall	2,100

Capital Projects Summary FY 2016-17

Project Description	FY 2016-17 Total Approp
North County Courts DA Hallway and Offices Painting	79,225
Youth Services Center Elastomeric Coating Replacement	15,526
Hall of Justice Sinks Installation in Custodial Closets	150,724
Human Services Agency Outdoor Packaging Units Replacement	172,785
Human Services Agency Centrifugal Exhaust Fans Replacement	5,214
South San Francisco Adult Probation Office Furnace Replacement	6,281
Maguire Correctional Facility Electric Coiling Service Door Replacement	4,912
Construction Services Building C Furnace Replacement	15,000
Grant Yard Maint Headquarters Furnace Replacement	2,714
Grant Yard Maint Headquarters Roof Top Heaters Replacement	77,292
Grant Yard Furnace Hot Air Heating Replacement	2,232
Grant Yard Headquarters Water Heater Replacement	2,316
Daytop Drug Treatment Center Furnace Replacement	16,000
San Mateo Medical Center Investigative Study of Hydraulic Elevator North Addition #5 and # 6	25,000
CDF Belmont Apparatus Building Highbay Fixtures Replacement	1,000
Maguire Correctional Facility Carpet Replacement Project (Continued)	96,979
San Mateo Medical Center Carpet Replacement	12,628
Motorpool CSS Built Up Roof Replacement	65,579
Old Courthouse Replacement of Exhaust Fans Ef-3, Ef-4, Ef-5	10,287
County Office Building One Replacement of Steel Exterior Door, Frame and Hardware (Penthouse)	6,500
County Office Building Two Prepare and Paint Metal Roof	10,500
County Office Building Two Sandblast and Epoxy Paint Structural Steel At Roof	12,500
Maguire Detention Facility Prepare and Paint Interior Metal Door Basement 3'X7' and 6'X8'	15,362
Maguire Detention Facility Prepare and Paint Interior Metal Door 1st Floor 6'X8' and 3'X7'	19,121
Maguire Detention Facility Prepare and Paint Exterior Metal Commercial Overhead Door	2,684
Cohn Sorenson Law Library Prepare, Seal Coat Asphalt Pavement, Paint Stalls	7,055
Motorpool CSS Commercial Overhead Door Replacement	11,096
San Mateo East Palo Alto Government Center Paint Both Sides Interior/Exterior Metal Doors and Frame	5,355

Capital Projects Summary FY 2016-17

Project Description	FY 2016-17 Total Approp
Human Services Agency Modified Bituminous Roofing Replacement	304,412
South San Francisco Adult Probation Office Paint Ceiling Throughout	17,559
Agricultural Building Paint Wood Windows, Exterior Stucco, And Doors Throughout	25,936
Central Library Replacement of Built Up Roof And Uninsulated Standing Seam	261,772
Central Library Water Closet Compartment Replacement	7,188
Central Library Seal Coat Asphalt, Repair Cracks, Paint Stalls	14,154
Election Registration Replace Built Up Roof, Carpet, Vinyl Flooring, Paint Roofing, Paint Exterior Doors and Frames, Clean and Caulk Door Frames, Clean Caulk Windows	1,102,338
Youth Services Center Courts Administration Prep And Seal Coat Asphalt, Paint Stalls	23,853
Youth Services Center Education / Gym Prep And Sealcoat Asphalt, Paint Stalls	4,652
Youth Services Center Food Service / Laundry Prep And Seal Coat Asphalt Pavement Of Driveway	978
Youth Services Center Housing Building 7 Replace Carpet Throughout Interior	140,199
Youth Services Center Housing Building 7 Prep And Seal Coat Asphalt Pavement Paint Stalls	1,419
Youth Services Center Housing Building 8 Prep And Seal Coat Asphalt Pavement Driveway East Of Building	3,543
Elections Registration Fire Alarm Installation - Compliance	100,000
Canyon Oaks Prep And Paint Stucco Exterior Surface Throughout	16,714
San Mateo Medical Center Prep And Paint Interior Walls And Ceiling Of Administration Health Center Wing 3Rd Floor	88,375
San Mateo Medical Center Replacement of Carpet In Administration Health Center 3rd Floor	146,004
San Mateo Medical Center Prep And Paint Exterior Stucco Surface Through Out Administration Health Center Wing	29,644
San Mateo Medical Center Prep And Seal Coat Asphalt North Administration/North Of Central Plant	38,343
Old Courthouse Replacement of Outdoor Package Units Ac-6, Acu	50,962
Old Courthouse Replacement of Air Handling Unit	11,088
Old Courthouse Replacement of Natural Gas Boiler	130,928
County Office Building One Carpet In Mailroom and Fmo Replacement	39,656
County Office Building One Carpet 3rd Floor ISD Replacement	142,666
County Office Building One Prepare and Paint Metal Siding (Penthouse)	5,517
Construction Services Building B Paint Exterior Wood Siding, Doors, Soffit Board	6,605

Capital Projects Summary FY 2016-17

Project Description	FY 2016-17 Total Approp
Construction Services Domestic Water Heater Replacement	2,316
Construction Services Building C Exhaust Fan Ef-1 Replacement	2,883
Motorpool CSS Gas Fired Heater Replacement	3,957
Motorpool CSS Paint Exterior Wood Siding And Soffit	5,695
San Mateo East Palo Alto Government Center Water Heater Replacement	3,113
Hall Of Justice Replace 12"X12" Vinyl Floor Tile	16,360
Maguire Detention Facility Replacement of Carpet 1st Floor - Old Maguire	10,074
Maguire Detention Facility Replacement of 12"X12" Vinyl Floor 4th Floor	4,150
Maguire Detention Facility Replacement of Carpet In Basement	65,097
Maguire Detention Facility Replacement of Carpet In First Floor	41,610
Lathrop House Sand And Refinish Hardwood Floors Room 14	1,493
Cohn Sorenson Roof Replacement	100,787
Cohn Sorenson Law Library Wall Paper Replacement	2,462
Cohn Sorenson Law Library Replace of Vinyl Flooring And Cove Base	12,367
Cohn Sorenson Law Library Replace of Acoustic 12"X12" Ceiling Tiles	54,843
Cohn Sorenson Law Library Prep And Paint Interior Walls and Ceiling	35,212
Agricultural Building Prepare And Seal Coat Asphalt Pavement And Paint Stalls	4,419
Agricultural Warehouse Shop Paint Exterior Wood Doors and Frames	1,500
North County Detention Facility Paint Holding Cell Floors	1,608
North County Detention Facility Paint Metal Doors, Wood Doors and Frames	1,519
North County Detention Facility Paint Metal Windows Throughout	5,334
North County Detention Facility Fixed Window Sash Replacement	10,269
Glenwood Boys Ranch Admin. Building Generator Set Replacement	59,538
Glenwood Boys Ranch Automatic Transfer Switch Replacement	35,000
CDF Belmont Barracks Built Up Roof Replacement	88,381
CDF Belmont Barracks Prep And Paint Interior Walls, Ceilings	39,411
CDF Belmont Barracks Paint Both Sides Wood Interior Door and Frame	1,227
CDF Belmont Barracks Replacement of Wood Interior Hollow Core Door 1st Floor	9,096
CDF Belmont Barracks Replacement of Half Glass Wood Door Interior	2,161

Capital Projects Summary FY 2016-17

Project Description	FY 2016-17 Total Approp
CDF Belmont Barracks Replacement of Wood Interior Hollow Core Door 2nd Floor	8,111
CDF Belmont Barracks Replacement of Half Glass Wood Double Interior Solid Core Door	6,123
CDF Belmont Barracks Replacement of Wood Exterior Door With Frame West Side 1st Floor	1,231
CDF Belmont Barracks Replacement of Half Glass Wood Exterior Door and Frame 2nd Floor	1,402
CDF Belmont Barracks Mill Asphalt Pavement, Paint Parking Stalls And Symbols	4,508
CDF Belmont Apparatus Replacement of Built-up Roofing	115,933
CDF Belmont Apparatus Concrete Floors Painting Throughout Interior	6,855
CDF Belmont Apparatus Interior Walls Painting Throughout	12,625
CDF Belmont Apparatus Replacement of Wood Interior Solid Core Door (2)	7,013
CDF Belmont Apparatus Replacement of Half Glass Wood Interior Solid Door (3)	9,162
CDF Belmont Apparatus Wood Exterior Door With Frame Replacement	1,231
CDF Belmont Apparatus Half Glass Exterior Double Doors Replacement	3,280
CDF Belmont Apparatus Clean Caulk, Prep And Paint Both Sides Metal And Wood Doors (East Side and Apparatus Bay)	1,564
CDF Belmont Apparatus Casement Windows Replacement Throughout Exterior Including Tower	24,035
CDF Belmont Apparatus Aluminum Building Ladder Replacement	14,089
CDF Belmont Apparatus Mill Asphalt Pavement, Seal Coat Asphalt Surface	30,997
CDF Skylonda Apparatus Building Mill Asphalt And Paint Stalls	10,728
Pescadero Yard Fuel Tank Replacement	400,000
Hall of Justice South Entrance Restoration	502,000
Pine Street Warehouse Replacement	2,176,456
Subtotal County Projects - FCIS 85410	17,789,086
TOTAL OTHER COUNTY PROJECTS	103,320,851
TOTAL ALL PROJECTS ALL FUNDS	182,224,898



FY 2016-17 Recommended Budget

ATTACHMENT E

SMCSaves Update

FY 2014-16 SMCSaves Projects Update

SMCSaves is an internal grant program that funds County department projects to reduce costs of existing programs, or expand current programs that generate savings or meet increases in demand. On September 30, 2014 your Board approved funding for 15 projects and it was anticipated that all projects would be completed by June 30, 2017. The following is an update of the 15 SMCSaves projects.

Project: Coplogic Reporting System

Status: Complete

Department: Sheriff's Office

Award: \$23,059 **Project Cost:** \$23,059

Summary: Coplogic is a web-based reporting system that allows citizens to effortlessly file certain types of law enforcement reports online through the Sheriff's Office website.

Accomplishments to Date: As a result of the successful implementation of this project, certain types of law enforcement reports are directly imported into the Sheriff's Office records management system to ensure statistical integrity and to meet mandated reporting requirements.

- 624 reports were filed through the online system between 8/1/15 and 1/31/16. This number equates to approximately 10% of total reports being filed online and numbers are expected to grow as other uses are determined.
- Electronic filing is a preferable alternative for the resident, who can save themselves a trip to the Sheriff's Office to obtain a copy of their report. Additionally, the time saved has allowed the Sheriff's Office to reallocate patrol resources to other areas of importance such as crime suppression, traffic enforcement, and community outreach.
- In comparing data from the quarters prior to and following implementation of online reporting, emergency response times were reduced from 5:51 to 5:06 which equates to a reduction of 45 seconds. This is a significant reduction which has the potential to have a critical impact on an emergency situation.
- Coplogic allows for the reporting party to obtain a copy of their report, free of cost via email. This allows for a reduction in paper and other copy related expenses, which also has a positive environmental impact.

Project: Employee Relations Mobile/Web Application

Status: Complete

Department: Human Resources

Award: \$29,750 **Project Cost:** \$29,750

Summary: This application provides a central location and immediate access to Employee and Labor Relations related information from a computer, tablet, or a mobile device. The application provides easy access to key topics such as absenteeism, probationary periods, leave of absence, effective 1:1 meetings, performance, and links to County policies.

Project Accomplishments to Date: The success of this project is demonstrated in the outcomes of the following performance measures. Data was captured through customer surveys and analyzing case data:

- **Measure:** Percent of Employee and Labor Relations complaints resolved prior to a formal process. Human Resources (HR) anticipated realizing a 2% decrease in the number of cases that required formal resolution, increasing the number of cases resolved at an informal level by 2%. **Outcome:** In FY 2013-14, prior to the development of the mobile app and website, we resolved 93% of complains prior to the formal process. In FY 2014-15, that percentage increased to 96%, showing an overall improvement of 3%. HR has exceeded the original goal by 1% and has maintained this improvement in FY 2015-16.
- **Measure:** Percent of supervisors and managers who report trainings are relevant to their needs. **Outcome:** In FY 2013-14, prior to the development of the mobile app and website, 98% of supervisors and managers reported trainings as being relevant to their needs. In FY 2014-15 that percentage increased to 100%, showing an overall improvement of 2%. That number decreased by 2% in the current Fiscal Year, however HR is reviewing search statistics to update trainings so that we can meet current needs.
- **Measure:** Percent of customer survey respondents rating overall satisfaction with services as good or better. **Outcome:** In FY 2013-14, prior to the development of the mobile app and website, 97% of customer survey respondents rated overall satisfaction with services as good or better. In FY 2014-15 that percentage increased to 100%, showing an overall improvement of 3%. We have maintained this improvement in the current FY 15-16.

Project: Tuberculosis Therapy via Video

Status: Complete

Department: Health System

Award: \$46,943 **Project Cost:** \$13,991

Summary: Technology was used to enable online Tuberculosis treatment monitoring

Accomplishments to Date: San Mateo County's Tuberculosis (TB) Control Program provides priority TB prevention and control activities to help those with TB disease, and protect the health of the public. The TB Control Program received funding through SMC Saves to implement and evaluate a new strategy in providing Directly Observed Therapy (DOT) called Video Directly Observed Therapy (VDOT). VDOT allows staff to communicate with and observe patients taking their TB medications via a live video connection.

- VDOT eliminates the need for a TB Control Program staff person to perform in-person visits to patient's homes. As a result, staff members are able to provide observational therapy to a greater number of TB patients and reduce travel cost significantly. For Fiscal Year 2015-16, the TB Control Program utilized VDOT for 1,354 encounters with patients. By utilizing the VDOT instead of DOT, the program was able to save and reallocate 564 hours of staff time.
- Staff drove 13,540 miles less than they would have if they had provided DOT to those 1,354 encounters. The reduction in mileage equated to a \$7,433 mileage savings.

VDOT therapy cannot replace all DOT because there are some patients who do not have access to necessary technology, may not be able to reliably use the technology, and/or require a higher level of interaction in order to maintain adherence.

Project: Hoteling Demonstration Space

Status: Complete

Department: Health System

Award: \$160,000 **Project Cost:** \$160,000

Summary: A cost-effective, comfortable, and functional workspace was created to prove the concept that people who are field-based or telework a significant part of their time do not need a full-time office.

Accomplishments to Date: The majority of the project was completed in August 2015. Utilization tracking of the Hoteling Stations started on February 10, 2016.

- The hoteling stations were used a total of 254 times, with an average of 13 visits per week from February 10th through June 21. The majority of the staff utilizing the space are Health System staff stationed at 801 Gateway in South San Francisco.
- Cross-departmentally, this space has been used by ISD staff, who were onsite to assist/troubleshoot during the Outlook software deployment, and any PC/Laptop deployments.
- Human Resources uses the space to hold recruitment exams and as a place for recruiters and techs to continue working while interview panels are in session.

It is possible that usage numbers are understated, since some users may not sign into the manual log, despite reminder signage and efforts to follow-up with users. Additionally, many users reserve the hoteling stations for the entire day, thus limiting the number of potential users for the day. The Health System is currently working to improve data collection methods and marketing of the space to better capture utilization data.

Project: Correctional Health Telemedicine

Status: Complete

Department: Health System

Award: \$189,550 **Project Cost:** \$154,590

Summary: Two portable, medical grade 'telemedicine' units were purchased; one for Correctional Health and one for the Medical Center. The telemedicine units enable medical and mental health staff in the jail to communicate with specialty physicians outside of the jail without transporting inmates.

Accomplishments to Date: Correctional Health has acquired three medical carts with computers and examination cameras, and software licenses to provide telemedicine consultations between Maguire Correctional Facility (MCF), Maple Street Correctional Center (MSCC), and San Mateo Medical Center (SMMC). These portable telemedicine units provide live video-conferencing technology which is emerging as a critical component of our healthcare system. The units reduced the delay between the time the examination is performed and physician review. In addition, the units increase access to care, and provide cost effective delivery and distribution of limited providers. The telemedicine units can be used for routine and/or emergency general health, mental health and specialty care consultations.

- By acquiring the telemedicine units, Correctional Health Services can reduce the number of patients sent to SMMC for routine and emergency visits. These visits have an associated \$300 cost per visit to the department. However, this amount does not take into account additional costs incurred by the County of San Mateo for the other expenses related to the outside visit. In addition, there are transportation costs to provide security transport by a Sheriff's Deputy and other costs in time and services from outside providers when services are performed.
- CHS hopes to reduce the number of physicians necessary at both sites, and instead utilize the telemedicine unit between MCF and MSCC.

Project: Robo-calling

Status: Health System - complete; Probation in progress

Department: Health System, Human Services Agency and Probation

Award: \$105,000 **Health System Project Cost:** \$31,215

Summary: County Robo-calling campaigns are phone calls that use a computerized auto dialer to deliver a pre-recorded message to communicate with clients, improve call-back and compliance activities.

Accomplishments to Date: The Health System's Health Coverage Unit (HCU) coordinated seven regular Robo-call campaigns and two ad hoc campaigns with the Human Services Agency. The regular campaigns included the Healthy Kids and ACE renewal reminder calls, ACE and Healthy Kids disenrollment outreach calls, HCU no show appointment calls and the Medi-Cal Hospital Presumptive Eligibility calls. The ad hoc campaigns included outreach calls to Covered California eligible clients and Healthy Kids members eligible for the recent Medi-Cal for children expansion in which HCU has enrolled and transitioned 93% of Healthy Kids members to Full Scope Medi-Cal.

There were increases in calls in the HCU hotline during the week of the Robo-calls but it is hard to confirm if this was due to the Robo-calls or the outreach letters. The process for arranging new Robo-call campaigns was simple and can easily be done. These campaigns can likely be more effective if the file submissions from Health to HSA were 1) system automated rather than staff sending the files via email and 2) the Robo-calls were done more frequently such as on a weekly basis rather than just once a month. HCU and HSA staff are now working on automating one of the outreach campaigns and conducting this specific campaign on a daily basis. This particular campaign will allow for potentially Medi-Cal eligible patients seen at the San Mateo Medical Center Emergency Room (ER) to be contacted the day after their ER visit rather than the month after.

Project: Printing Optimization

Status: In progress

Department: Health System

Award: \$250,000

Summary: The department is in the process of optimizing deployment and utilization of the 600+ printers associated with the Health System.

Accomplishments to Date: The contract for Managed Print Services (MPS) between the County of San Mateo and Office Depot was presented to BOS and was approved on August 9, 2016. Phase I of the Printer Optimization Project (POP!) comprises the enrollment of 400 networked printers in the MPS program. The MPS program comprises printer maintenance, automated supply replenishment (aka toner), and real-time monitoring of printers for quick issue resolution. MPS will also support the goal of more efficient use and placement of Health System printers, promoting greener printing by using desktop software that optimizes printing. Phase I will be implemented by December 31, 2016. POP! Phase II includes the replacement of obsolete and inefficient printers with energy efficient, high capacity devices, reducing overall printer count, saving both energy and space. The department expects to capture operational savings from 20-25% in the first year and within two to three years, produce a favorable return on investment. Replacement of these aging and legacy printers is expected to be completed by June 30, 2017. POP! Phase III includes the implementation of secure printing and follow-me printing capabilities to prevent the accidental exposure of sensitive printed materials as well as to conserve paper and toner. We are working with two software vendors to implement secure and follow-me printing and hope to deploy a software solution by September 2017.

Project: Public Health Laboratory LEAN Improvements

Status: In progress

Department: Health System

Award: \$325,000

Summary: This project focuses on two main improvements: Software was deployed to increase capacity of Public Health Lab and the Public Health Lab will be remodeled to improve efficiency by renovating the floorplan in the lab.

Accomplishments to Date:

The **Software solution** interfaces lab test equipment with the Laboratory Information System (LIMS) (Orchard Harvest) to reduce the amount of time needed to enter in results, reduce potential for data entry errors, and overall reduce turnaround time.

- By interfacing the lab test equipment with the LIMS, the Public Health Lab has realized significant time savings at the reporting phase of the test process. Overall, the expected reduction in data entry for the Public Health Laboratory Lab Assistants is approximately 0.8 minutes per specimen for Correctional Health test orders. This is the difference between the typical time for data entry of paper orders (1.4 minutes/specimen) and for releasing electronic orders from the LMS (0.6 minutes in October and November 2015).
- The Lab received 1613 specimens from the Correctional Health facilities in 2015. With an estimated time savings of 0.8 minutes per specimen, this translates to 21.5 hours of time saved by manual data entry per year by Public Health Laboratory Staff.

Renovations to improve the floorplan to facilitate improved efficiency are still in progress. Construction work on the second half of the laboratory is expected to be completed by December 2016. Once the workspace is organized to facilitate workflow – which includes placing instrumentation, specimens, reagents, and placing supplies near where the work is being done - the department will measure efficiencies resulting from the renovation.

Project: Asset Management Database and Loan Servicing

Status: In progress

Department: Housing

Award: \$249,062

Summary: This project centralizes loan and grant records within an electronic database and consolidates loan services by transferring the remainder of the Department's loans to an existing loan serving structure.

Accomplishments to Date: The Department has been successful in uploading all of the Loan records to the electronic database for nearly all of the loans. The Department has transferred 53 loans to the loan service company. Housing is currently reviewing each remaining loan document for completeness and accurate interest calculations. It is expected that an additional 150 loans will be transferred to the service company. The Department of Housing will maintain forgivable and in process loans in-house. The project is expected to be completed December 31, 2016.

Project: Accela Mobile Office

Status: In progress

Department: Planning and Building

Award: \$95,688

Summary: Mobile office software and field devices will enable the Building Inspectors and Code Compliance Officers to retrieve information stored in the permit tracking program (Accela) and update permit statuses, photographs, and notes for site inspections live in the field. The Department anticipates that the project will be complete on or before June 2017.

Accomplishments to Date:

The platform:

- Provides Mobile access to all Planning and Building cases types.
- Allows staff to create violation cases while in the field.
- Adds the capability to add notes to cases including uploading photographs.
- Provides access to the same workflow steps as the desktop version of Accela.
- Permits can be viewed from a map view.

Project: Electronic Documents

Status: In progress

Department: Real Property, Parks, Health (Aging and Adult Services), Planning and Building, County Manager's Office and Information Services Department

Award: \$274,640

Summary: This project will support these departments with transitioning files to electronic documents. An additional component of the project is to document their process with the goal of developing an integrated standard process and a tool kit that other departments can use to convert paper files into electronic files. The project is being extended into FY 2016-17 to provide time to complete all deliverables.

Accomplishments to Date: This project is underway with many of the departments having scanned thousands of pages of files thus far and the "Go-Paperless" tool kit is currently being developed by the departments. Some of the departments are working closely with the Information Services Department to pilot the County's relatively new SharePoint tool, specifically around its records repository functionality, as part of this SMC Saves project.

Project: Single Operator Garbage Collection Program

Status: Garbage truck - no longer pursuing; replace trash bins – in progress

Department: Parks

Award: \$406,000

Summary: The Purchase of a single-operator garbage truck was expected to eliminate the need to have two staff conduct the garbage route.

Accomplishments to Date: The purchase of a new garbage truck will no longer be pursued. However, the department will continue with replacement of old trash bins.

Project: Accounts Payable Invoice Automation

Status: No longer pursuing Accounts Payable Invoice Automation

Department: Controller

Award: \$284,565

Summary: The Accounts Payable Invoice Automation System (APIA) was expected to enable paperless invoice review, approval and automated data entry using scanning and workflow tools.

Accomplishments to Date: The APIA System is not a viable county-wide solution. After piloting the APIA System it was determined that another county-wide solution will be pursued.

Project: Automated Scanning Kiosk

Status: No longer pursuing

Department: Human Services Agency

Award: \$210,550

Summary: Document Self-Service Portals would have provided county residents with the ability to self-scan and upload the documentation required to maintain public assistance benefits.

Accomplishments to Date: Since this project was proposed, more recent mobile technology has become available that could potentially be more convenient for residents than the kiosk. The Human Services Agency plans to study this new technology to determine whether or not it should be pursued.