

Fund Summaries

1100 - General Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$2,510,048	\$9,965,207	\$13,128,242	\$10,112,893	(\$3,015,349)
Fund Revenues					
General Purpose Revenue	\$37,570,744	\$39,292,980	\$41,642,977	\$43,961,120	\$2,318,143
Program-Specific Revenue	31,627,273	29,162,377	29,976,072	39,511,298	9,535,226
Total Revenues	\$69,198,016	\$68,455,357	\$71,619,049	\$83,472,418	\$11,853,369
Expenditures	\$61,742,858	\$65,292,322	\$74,634,399	\$89,972,192	\$15,337,793
Ending Fund Balance	\$9,965,207	\$13,128,242	\$10,112,893	\$3,613,119	(\$6,499,774)

1110 - Social Services Assistance Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$218,919	\$656,835	\$583,111	\$307,106	(\$276,005)
Fund Revenues					
	\$20,707,607	\$20,717,826	\$20,402,674	\$21,429,776	\$1,027,102
Expenditures	\$20,269,692	\$20,791,550	\$20,678,679	\$21,429,776	\$751,097
Ending Fund Balance	\$656,835	\$583,111	\$307,106	\$307,106	\$0

Fund Summaries

1120 - Economic Development Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	(\$177,713)	(\$220,108)	(\$2,020,376)	\$376,641	\$2,397,017
Fund Revenues	\$4,351,597	\$6,032,870	\$9,920,616	\$6,095,617	(\$3,824,999)
Expenditures	\$4,393,992	\$7,833,138	\$7,523,600	\$6,095,617	(\$1,427,983)
Ending Fund Balance	(\$220,108)	(\$2,020,376)	\$376,641	\$376,641	\$0

1150 - Transportation Services Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$52,580	\$37,674	\$33,393	\$17,011	(\$16,382)
Fund Revenues	\$1,097,004	\$1,133,013	\$1,283,814	\$1,575,462	\$291,648
Expenditures	\$1,111,910	\$1,137,295	\$1,300,195	\$1,575,462	\$275,267
Ending Fund Balance	\$37,674	\$33,393	\$17,011	\$17,011	\$0

Fund Summaries

1160 - Social Services Administration Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	(\$3,373,580)	\$589,802	\$7,161,427	\$9,474,928	\$2,313,500
Fund Revenues	\$37,978,085	\$45,032,669	\$45,042,777	\$47,492,587	\$2,449,810
Expenditures	\$34,014,703	\$38,461,044	\$42,729,276	\$47,492,587	\$4,763,311
Ending Fund Balance	\$589,802	\$7,161,427	\$9,474,928	\$9,474,928	\$0

1170 - Mental Health Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	(\$496,942)	(\$220,101)	(\$4,876,152)	(\$3,494,438)	\$1,381,714
Fund Revenues	\$22,137,039	\$21,315,443	\$26,895,076	\$29,985,893	\$3,090,817
Expenditures	\$21,860,199	\$25,971,494	\$25,513,361	\$29,985,893	\$4,472,532
Ending Fund Balance	(\$220,101)	(\$4,876,152)	(\$3,494,438)	(\$3,494,438)	\$0

Fund Summaries

1175 - Public Health Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$2,464,084	\$3,886,138	\$4,288,485	\$3,851,289	(\$437,196)
Fund Revenues	\$16,948,994	\$16,859,822	\$18,009,109	\$21,320,889	\$3,311,780
Expenditures	\$15,526,941	\$16,457,475	\$18,446,305	\$21,320,889	\$2,874,584
Ending Fund Balance	\$3,886,138	\$4,288,485	\$3,851,289	\$3,851,289	\$0

1180 - Alcohol & Other Drugs Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	(\$122,977)	(\$122,312)	(\$150,260)	(\$171,380)	(\$21,121)
Fund Revenues	\$2,430,979	\$2,651,390	\$2,951,940	\$3,552,272	\$600,332
Expenditures	\$2,430,314	\$2,679,338	\$2,973,061	\$3,552,272	\$579,211
Ending Fund Balance	(\$122,312)	(\$150,260)	(\$171,380)	(\$171,380)	\$0

Fund Summaries

1190 - Employment & Training Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$128,100	\$122,381	\$197,043	\$201,285	\$4,243
Fund Revenues	\$2,042,419	\$2,524,354	\$2,586,316	\$3,233,276	\$646,961
Expenditures	\$2,048,137	\$2,449,693	\$2,582,073	\$3,233,276	\$651,203
Ending Fund Balance	\$122,381	\$197,043	\$201,285	\$201,285	\$0

1200 - Roads Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$2,636,686	\$3,124,979	\$103,812	\$4,019,412	\$3,915,600
Fund Revenues					
General Purpose Revenue	\$9,136,897	\$9,945,618	\$11,823,508	\$20,826,688	\$9,003,180
Program-Specific Revenue	3,620,809	4,741,377	4,418,643	4,894,202	475,559
Total Revenues	\$12,757,706	\$14,686,994	\$16,242,151	\$25,720,890	\$9,478,739
Expenditures	\$12,269,413	\$17,708,162	\$12,326,551	\$28,987,983	\$16,661,432
Ending Fund Balance	\$3,124,979	\$103,812	\$4,019,412	\$752,319	(\$3,267,093)

Fund Summaries

1310 - Record Conversion Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$204,381	\$220,428	\$248,990	\$287,956	\$38,966
Fund Revenues	\$89,763	\$67,352	\$52,399	\$184,514	\$132,115
Expenditures	\$73,716	\$38,790	\$13,433	\$184,514	\$171,081
Ending Fund Balance	\$220,428	\$248,990	\$287,956	\$287,956	\$0

1380 - Child Support Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$1,078,688	\$1,068,324	\$1,443,460	\$1,452,791	\$9,331
Fund Revenues	\$4,960,017	\$5,269,930	\$4,838,526	\$5,057,049	\$218,523
Expenditures	\$4,970,380	\$4,894,794	\$4,829,195	\$5,057,049	\$227,854
Ending Fund Balance	\$1,068,324	\$1,443,460	\$1,452,791	\$1,452,791	\$0

Fund Summaries

1410 - Criminal Justice Construction Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$458,939	\$457,126	\$659,577	\$941,712	\$282,135
Fund Revenues	\$324,100	\$327,062	\$394,950	\$341,602	(\$53,348)
Expenditures	\$325,913	\$124,611	\$112,815	\$171,047	\$58,232
Ending Fund Balance	\$457,126	\$659,577	\$941,712	\$1,112,267	\$170,555

1420 - Courthouse Construction Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$139,097	(\$308,831)	(\$392,753)	(\$445,881)	(\$53,128)
Fund Revenues	\$600,191	\$228,023	\$256,592	\$244,406	(\$12,186)
Expenditures	\$1,048,118	\$311,945	\$309,720	\$311,500	\$1,780
Ending Fund Balance	(\$308,831)	(\$392,753)	(\$445,881)	(\$512,975)	(\$67,094)

Fund Summaries

1490 - Aviation Capital Projects Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$2,507	\$58,441	(\$2,525)	(\$295,658)	(\$293,134)
Fund Revenues	\$705,848	\$994,962	\$3,350,539	\$5,421,000	\$2,070,461
Expenditures	\$649,913	\$1,055,928	\$3,643,672	\$5,421,000	\$1,777,328
Ending Fund Balance	\$58,441	(\$2,525)	(\$295,658)	(\$295,658)	(\$0)

1500 - Library Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$152,047	\$493,533	\$677,497	\$824,444	\$146,947
Fund Revenues	\$2,432,220	\$2,642,563	\$3,001,630	\$2,851,553	(\$150,077)
Expenditures	\$2,090,734	\$2,458,599	\$2,854,683	\$2,853,663	(\$1,020)
Ending Fund Balance	\$493,533	\$677,497	\$824,444	\$822,334	(\$2,110)

Fund Summaries

1700 - Fish & Game Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$3,770	\$1,588	\$11,408	\$9,071	(\$2,337)
Fund Revenues	\$4,360	\$13,060	\$8,092	\$6,150	(\$1,942)
Expenditures	\$6,542	\$3,240	\$10,429	\$11,000	\$571
Ending Fund Balance	\$1,588	\$11,408	\$9,071	\$4,221	(\$4,850)

1820 - Special Aviation Murray Field Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$725	\$5,450	\$9,074	\$8,850	(\$224)
Fund Revenues	\$10,046	\$10,315	\$10,310	\$10,200	(\$110)
Expenditures	\$5,321	\$6,690	\$10,534	\$17,000	\$6,466
Ending Fund Balance	\$5,450	\$9,074	\$8,850	\$2,050	(\$6,800)

Fund Summaries

1830 - Special Aviation Rohnerville Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$20,774	\$12,266	\$17,053	\$13,924	(\$3,129)
Fund Revenues	\$10,319	\$10,568	\$10,547	\$10,500	(\$47)
Expenditures	\$18,828	\$5,781	\$13,676	\$20,000	\$6,324
Ending Fund Balance	\$12,266	\$17,053	\$13,924	\$4,424	(\$9,500)

1840 - Special Aviation Garberville Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$911	\$7,172	\$10,955	\$13,225	\$2,270
Fund Revenues	\$10,044	\$10,362	\$10,502	\$10,300	(\$202)
Expenditures	\$3,783	\$6,579	\$8,232	\$15,000	\$6,768
Ending Fund Balance	\$7,172	\$10,955	\$13,225	\$8,525	(\$4,700)

Fund Summaries

1860 - Special Aviation Dinsmore Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$45,363	\$52,798	\$61,379	\$36,106	(\$25,273)
Fund Revenues	\$10,812	\$11,844	\$12,599	\$11,000	(\$1,599)
Expenditures	\$3,377	\$3,264	\$37,872	\$33,000	(\$4,872)
Ending Fund Balance	\$52,798	\$61,379	\$36,106	\$14,106	(\$22,000)

1870 - Special Aviation Kneeland Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$63,852	\$74,579	\$41,139	\$28,246	(\$12,894)
Fund Revenues	\$11,086	\$12,117	\$11,965	\$10,500	(\$1,465)
Expenditures	\$359	\$45,557	\$24,859	\$22,500	(\$2,359)
Ending Fund Balance	\$74,579	\$41,139	\$28,246	\$16,246	(\$12,000)

Fund Summaries

1880 - Special Aviation Hoopa Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$15,517	\$15,852	\$283	\$5	(\$278)
Fund Revenues	\$335	\$148	\$165	\$0	(\$165)
Expenditures	\$0	\$15,717	\$443	\$0	(\$443)
Ending Fund Balance	\$15,852	\$283	\$5	\$5	\$0

3500 - Motor Pool Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$6,873,174	\$6,266,967	\$5,388,783	\$5,422,693	\$33,910
Fund Revenues	\$14,377	\$542,044	\$61,364	\$25,000	(\$36,364)
Expenditures	\$620,583	\$1,420,229	\$27,454	(\$50,001)	(\$77,455)
Ending Fund Balance	\$6,266,967	\$5,388,783	\$5,422,693	\$5,497,694	\$75,001

Fund Summaries

3520 - County Insurance Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	(\$32,235)	(\$35,300)	(\$80,984)	(\$394,992)	(\$314,008)
Fund Revenues	\$7,230	\$3,184	\$96,436	\$0	(\$96,436)
Expenditures	\$10,295	\$48,868	\$410,445	(\$112,434)	(\$522,879)
Ending Fund Balance	(\$35,300)	(\$80,984)	(\$394,992)	(\$282,558)	\$112,434

3523 - Workers Compensation Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	(\$789,933)	\$74,149	\$1,930,425	\$3,590,728	\$1,660,302
Fund Revenues	\$0	\$0	\$106,102	\$20,000	(\$86,102)
Expenditures	(\$864,083)	(\$1,856,276)	(\$1,554,200)	\$1,664,367	\$3,218,566
Ending Fund Balance	\$74,149	\$1,930,425	\$3,590,728	\$1,946,361	(\$1,644,367)

Fund Summaries

3524 - Liability Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$1,815,479	\$750,972	(\$379,393)	(\$1,369,800)	(\$990,407)
Fund Revenues	\$34,857	\$9,059	\$8,306	\$750	(\$7,556)
Expenditures	\$1,099,364	\$1,139,424	\$998,713	(\$488,358)	(\$1,487,071)
Ending Fund Balance	\$750,972	(\$379,393)	(\$1,369,800)	(\$880,691)	\$489,108

3525 - Medical Plan Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	(\$2,696,498)	(\$2,461,437)	(\$2,271,407)	(\$2,063,637)	\$207,770
Fund Revenues	\$0	\$0	\$0	\$0	\$0
Expenditures	(\$235,061)	(\$190,031)	(\$207,770)	\$798,062	\$1,005,832
Ending Fund Balance	(\$2,461,437)	(\$2,271,407)	(\$2,063,637)	(\$2,861,699)	(\$798,062)

Fund Summaries

3526 - Dental Plan Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	(\$96,475)	(\$352,384)	(\$499,202)	(\$679,787)	(\$180,585)
Fund Revenues	\$0	\$0	\$0	\$0	\$0
Expenditures	\$255,909	\$146,818	\$180,585	(\$6,759)	(\$187,344)
Ending Fund Balance	(\$352,384)	(\$499,202)	(\$679,787)	(\$673,028)	\$6,759

3527 - Unemployment Insurance Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$1,158,182	\$880,245	\$718,054	\$556,322	(\$161,731)
Fund Revenues	\$26,661	\$32,805	\$35,700	\$30,000	(\$5,700)
Expenditures	\$304,598	\$194,996	\$197,431	\$375,233	\$177,803
Ending Fund Balance	\$880,245	\$718,054	\$556,322	\$211,089	(\$345,233)

Fund Summaries

3528 - Purchased Insurance Premiums Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	(\$134,382)	\$92,206	\$37,687	\$553,168	\$515,481
Fund Revenues	\$627	\$6,075	\$22,239	\$10,350	(\$11,889)
Expenditures	(\$225,961)	\$60,595	(\$493,242)	(\$371,129)	\$122,113
Ending Fund Balance	\$92,206	\$37,687	\$553,168	\$934,647	\$381,479

3530 - Airport Enterprise Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$10,539,741	\$10,455,787	\$10,462,875	\$10,496,155	\$33,280
Fund Revenues	\$652,045	\$5,969	\$7,619	\$3,000	(\$4,619)
Expenditures	\$735,999	(\$1,120)	(\$25,661)	\$3,000	\$28,661
Ending Fund Balance	\$10,455,787	\$10,462,875	\$10,496,155	\$10,496,155	\$0

Fund Summaries

3540 - Heavy Equipment Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$917,545	\$1,125,906	\$1,554,622	\$1,374,423	(\$180,199)
Fund Revenues	\$68,923	\$23,288	\$33,645	\$10,000	(\$23,645)
Expenditures	(\$139,438)	(\$405,428)	\$213,843	\$450,182	\$236,339
Ending Fund Balance	\$1,125,906	\$1,554,622	\$1,374,423	\$934,241	(\$440,182)

3550 - Information Technology Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	(\$661,631)	(\$383,828)	(\$244,327)	(\$7,806)	\$236,521
Fund Revenues	\$3,405	\$91,817	\$131,839	\$0	(\$131,839)
Expenditures	(\$274,398)	(\$47,684)	(\$104,682)	\$31,969	\$136,651
Ending Fund Balance	(\$383,828)	(\$244,327)	(\$7,806)	(\$39,775)	(\$31,969)

NOTE: Fund established July 1, 2003.

Fund Summaries

3555 - Central Services Fund	2004-05 Actual	2005-06 Actual	2006-07 Actual	2007-08 Adopted	Increase/ (Decrease)
Beginning Fund Balance	\$0	\$0	\$0	(\$1,821)	(\$1,821)
Fund Revenues	\$0	\$0	\$345,712	\$366,034	\$20,322
Expenditures	\$0	\$0	\$347,533	\$366,034	\$18,501
Ending Fund Balance	\$0	\$0	(\$1,821)	(\$1,821)	\$0

NOTE: Fund newly established July 1, 2006.

Glossary

ACCRUAL BASIS OF ACCOUNTING: A method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.

ADJUSTED BUDGET: The adopted budget as amended through formal action of the Board of Supervisors.

A-87: This alpha/numeric designation refers to the Federal Office of Management and Budget Circular No. A-87, which establishes cost principles for the allocation of central administrative and overhead expenses to County departments under the Countywide Cost Allocation Plan.

ALLOCATED POSITIONS: All positions included in the County's salary resolution. Appropriations may not always be made to fund all allocated positions.

APPROPRIATION: An authorization granted by the Board of Supervisors to make expenditures and to incur obligations for specific purposes. An appropriation expires at year-end.

ASSESSED VALUATION: A valuation set upon real estate or other property by the Assessor's Office as a basis for levying taxes.

AVAILABLE FUND BALANCE: That portion of the fund balance which is free, unencumbered and available for financing expenditures and other funding requirements.

BALANCED BUDGET: A proposed or adopted financial plan in which the carry-forward balance plus current-year revenues

equal or exceed the planned expenditures.

BUDGET: The planning and controlling document for financial operation with estimates of proposed expenditures and revenues for the fiscal year.

BUDGET ADOPTION: A formal process by which the budget is approved by the Board of Supervisors.

BUDGET UNIT: That classification of the budget expenditure requirements into appropriate, identified, or organizational units deemed necessary or desirable for control and information related to a particular financial operation or program.

CAPITAL OUTLAY: Expenditures which result in the acquisition of or addition to fixed assets. Significant capital projects are budgeted in a capital projects budget.

CAPITAL PROJECT: A program itemizing the County's acquisitions, additions and improvements to fixed assets, including buildings, building improvements and land purchases.

CASH: An asset account reflecting currency, coin, checks, postal and express money orders and bankers' drafts.

CASH FLOW: The net cash available for expenditures at any given point.

CERTIFICATES OF PARTICIPATION: Certificates issued for the purpose of financing the acquisition or construction of

Glossary

capital assets (infrastructure and public facilities.) COPs represent interests in the rental payments made under a tax-exempt lease.

COMMUNITY SERVICES DISTRICT: A governmental agency in the unincorporated area of the county that provides city-like services and sets policies, ordinances, and regulations for the benefit of its residents. A Community Services District may be an independent district, which means it has its own independently-elected Board of Directors; or it may be a dependent district, where the County Board of Supervisors serves as the Board of Directors.

CONTINGENCY: An amount appropriated for unforeseen expenditure requirements.

CONTINGENCY RESERVE: A budgetary provision, not to exceed 15 percent of an appropriation, set aside to meet unforeseen expenditure requirements.

CONTRACTED SERVICES -Expense of services rendered under contract by personnel who are not on the payroll of the jurisdiction, including all related expenses covered by the contract.

COST APPLIED: Transactions that represent the recording of direct expenses from the department incurring the expense to the department receiving the benefit associated with the expense.

COUNTYWIDE COST ALLOCATION PLAN: The documentation, approved by the State Controller's Office,

identifying the process whereby County central service costs are assigned to the benefiting departments or activities on a reasonable and consistent basis, as directed by the Federal Office of Budget and Management Circular No. A-87.

CURRENT REVENUE: Revenues of a governmental unit, which are available to meet expenditures of the current fiscal year.

DEBT SERVICE: The payment of matured interest and principal on debt, or the accumulation of money for meeting such payments during any given accounting period.

DELINQUENT TAXES: Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached.

DEPARTMENT: A designation used by County management to organize and manage programs of a similar nature. For example, engineering, airport operations, road maintenance, public facilities construction, and related services are organized within the Department of Public Works.

DISCRETIONARY REVENUE: Unencumbered and undesignated revenues which have not been reserved for any special purpose nor set aside for any specific program; not restricted by legal or contractual requirements.

DIVISION: A sub-unit of a County department, typically organized for the purpose of providing a specific set of services or functions. For example:

EARMARKED FUNDS: Revenues designated by statute or

Glossary

Constitution for a specific purpose.

EMPLOYEE BENEFITS: Amounts paid on behalf of employees; these amounts are not included in the gross salary. They are fringe benefit payments, and, while not paid directly to employees, they are nevertheless a part of the cost of salaries and benefits. Examples are group health or life insurance payments, contributions to employee retirement, Social Security taxes, workers' compensation payments, and unemployment insurance payments.

ENCUMBRANCE: An obligation in the form of a purchase order, contract, or other commitment that is chargeable to an appropriation. Available appropriations and fund balance are reduced by the amount of outstanding encumbrances.

ENTERPRISE FUND: A fund established to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the government body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

ESTIMATED ACTUAL: An estimate that is developed prior to the close of the fiscal year, usually during the mid-year budget review, that includes the actual revenues and expenditures that are expected to be realized in a budget for the entire fiscal year.

EXPENDITURE: The payment or recording of the liability for the cost of goods delivered or services rendered during the fiscal year.

EXPENDITURE TRANSFERS: Reimbursement of funds to a provider budget unit for services/supplies received by another budget unit; transactions of this nature are limited to budgets within the same fund. Also known as “cost reimbursements.”

FINAL BUDGET: The budget document formally approved by the Board of Supervisors after the required public hearings and deliberations on the proposed budget, together with the subsequent additions, cancellations, or transfers. By statute, the Board of Supervisors must approve a final budget by October 2nd of each year.

FISCAL YEAR: A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. In California, the fiscal year is July 1 through June 30.

FIXED ASSET: A tangible item of a long-term character such as land, buildings, furniture, and other equipment with a unit cost in excess of \$600.

FULL-TIME EQUIVALENT: A method of quantifying and allocating staffing levels, based on a full-time (FTE) work schedule. One worker may perform functions for several programs, and that person's salary and benefits would be divided among those programs for funding according to how much of the person's time is spent for each program. For example, a person who devoted 3 days of work per week to one program would be assessed against that program as 0.6 (24 hours divided by 40) FTE.

FUND: An accounting entity in which expenditures and

Glossary

available financing balance with each other, comparable to an individual bank account. Funds are established to account for specific activities and are subject to special limitations.

FUND BALANCE: The difference between fund assets and fund liabilities of a governmental fund. A portion of this balance may be available to finance the succeeding year's budget.

GENERAL FUND: The main operating fund used to account for Countywide financial resources and liabilities, except those that require separate fund accounting.

GENERAL PURPOSE REVENUE: Property taxes and non-program revenues that are not restricted for a specific purpose. (The term General Purpose Revenue has the same meaning as Discretionary Revenue.)

GENERAL RESERVE: An account for funds that are reserved for use only in the event of severe financial hardship, natural catastrophes, or other extreme emergency situations.

GRANT: A monetary contribution by a government or an organization to financially support a particular function or purpose.

INTERNAL SERVICE FUND (ISF): A budget unit created to perform specified services for other County departments on a cost for service basis. The services performed are charged to the using department. Example: Information Services.

LIABILITY: An obligation to pay for or provide services to

another entity as a result of a past transaction.

MANDATED PROGRAMS: Mandated programs are those programs and services that the County is required to provide by specific State and/or Federal law. The State or Federal government may or not provide funding for the mandated program or service.

MATCH: The term “match” refers to the percentage of local discretionary County monies in the General Fund that by law must be used to match a certain amount of State and/or Federal funds. For example, for the majority of welfare aid payments the County must match every 95 state dollars they receive, with 5 dollars from the County's General Fund.

MODIFIED ACCRUAL: Basis of accounting according to which revenues are recognized in the accounting period in which they become available and measurable, and expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

OPERATING TRANSFERS IN: Payment received for services and/or supplies expended for another institution, agency or person. Transfers of revenues and appropriations between funds.

OPERATING TRANSFERS OUT: Expenditures for services and/or supplies which correspond to Operating Transfers In.

OTHER CHARGES: A category of appropriations usually

Glossary

used for centrally-provided services, such as information technology services and the A-87 cost allocation plan charges.

OVERHEAD: Those costs necessary in providing goods/service that are not directly traceable to the goods/service, such as rent, utilities, management and supervision.

PERFORMANCE MEASURE: A quantitative means of assessing the efficiency and effectiveness of services performed by departments and divisions.

PROGRAM REVENUE: Revenue that is derived from and dedicated to specific program operations.

PROPERTY TAX: A tax that is levied as a percentage of the assessed valuation of a real estate parcel.

PROPOSED BUDGET: The working document for the fiscal year under discussion. Approval of this document does not allow expenditures for new programs or fixed assets unless there is specific approval of an item by the Board of Supervisors. The Proposed Budget, which the Board of Supervisors approves on or before July 20th, serves as the basis for public hearings prior to the adopted budget.

PROPOSITION 13: A tax limitation initiative approved by the voters in 1978. Proposition 13 provided for: (1) a 1 percent tax limit exclusive of tax rates to repay existing voter-approved bonded indebtedness, (2) assessment restrictions establishing 1975 level values for all property, with allowable increase of 2 percent annually and reappraisal to current value upon change

in ownership and new construction, (3) a two-thirds vote requirement to increase State taxes, and (4) a two-thirds vote of the electorate for local agencies to impose "special taxes.

REIMBURSEMENT: Payment received for services/supplies expended for another institution, agency, or person.

RESERVE: An amount set aside from the County's operating funds to meet emergency expenditure requirements, capital funding, or insurance and liability requirements.

RESTRICTED REVENUE: Funds restricted by legal or contractual requirements for specific uses.

REVENUE: Money received to finance ongoing County services. Examples: Property taxes, sales taxes, fees, and State and Federal grants.

SALARIES AND EMPLOYEE BENEFITS: An object of expenditure that establishes all expenditures for employee-related costs.

SALARY SAVINGS: The dollar amount of salaries that can be expected to be saved due to vacancies and turnover of employees.

SECURED ROLL: Assessed value of real property, such as land, buildings, secured personal property, or anything permanently attached to land as determined by each County Assessor.

SPECIAL DISTRICT: A unit of local government generally

Glossary

organized to perform a function(s) for a specific geographic area, such as street lighting, water supply, or fire protection. Special districts may be dependent upon the County for administration, or may operate independently.

SPENDING LIMITS: Refers to the Gann Initiative (Proposition 4 on the November, 1979, ballot), which imposed limits on the allowable annual appropriations of the State, schools, and most local agencies; limit is generally prior year appropriations factored by the consumer price index (CPI) and population changes. Also known as “Gann limits.”

SUPPLEMENTAL TAX ROLL: The Supplemental Property Tax Roll is a result of legislation enacted in 1983 and requires an assessment of property when a change to the status of the property occurs, rather than once a year, as was previously the case.

TAX LEVY: Amount of tax dollars raised by the imposition of the tax rate on the assessed valuation of property.

TEETER PLAN: A plan whereby 100% of the "secured" property taxes levied are apportioned to eligible agencies instead of the historical practice of apportioning only 100% of taxes that have been collected. This allows the County to finance all delinquent property taxes.

TRANSIENT OCCUPANCY TAX: A County tax based on the privilege of occupancy at any lodging. Each transient is subject to and shall pay a tax in the amount of a percentage of the rent charged by the operator and shall make payment to the operator of the lodging at the time the rent is paid. Lodging

includes but is not limited to any hotel/motel, inn, tourist housing, rooming house, apartment house, dormitory, public or private club, or mobile home.

TRUST FUND: A fund used to account for assets held by a government as an agent for individuals, private organizations, other governments, and/or other funds; e.g., taxes collected and held for a special district.

UNFUNDED MANDATE: A requirement from the state or federal government that the County perform a task or provide a service, provide it in a certain way, or perform a task to meet a certain standard, without compensation from the higher level of government.

UNINCORPORATED AREA: The areas of the County outside city boundaries.

UNSECURED ROLL: A tax on properties such as office furniture, equipment, and boats, which are not secured by real property owned by the assessee.

VEHICLE LICENSE FEE: An annual fee on the ownership of a licensed vehicle in California, in place of taxing vehicles as personal property. The VLF is paid to the California Department of Motor Vehicles at the time of annual vehicle registration. The fee is charged in addition to other fees, such as the vehicle registration fee, air quality fees, and commercial vehicle weight fees.

Alphabetical Index

A

AB818.....	C-5
Administrative Office.....	B-15
Adult Drug Court.....	G-7
Agricultural Commissioner.....	J-1
Alcohol & Drug.....	I-16
Alternate Counsel.....	E-7
Animal Control.....	H-8
Assessor.....	C-8
Assistance Section.....	I-76
Auditor-Controller.....	C-12
Aviation.....	L-7

B

Board of Supervisors.....	B-1
Boat Safety.....	H-21
Building Inspections.....	K-5

C

Child Support Services.....	E-1
Clerk of the Board.....	B-1
Clerk-Recorder.....	D-1
Communications.....	B-12
Community Development Services.....	K-1
Conflict Counsel.....	E-7
Contributions.....	A-29
Controller.....	C-12
Cooperative Extension.....	J-8
COP Payments.....	A-25
Coroner-Public Administrator.....	E-13
County Administrative Office.....	B-15
County Assessor.....	C-1

County Auditor.....	C-12
County Buildings.....	L-12
County Clerk.....	D-1
County Counsel.....	B-42
County Treasurer.....	C-17
Courthouse Construction.....	A-33
Courts.....	E-17
Criminal Justice Construction.....	A-35
Custody Services.....	H-11

D

DA Grant to Encourage Arrests.....	F-1
Dental Plan.....	B-38
District Attorney.....	F-1
Drug Court, Adult.....	G-7
Drug Court, Juvenile.....	G-7

E

Economic Development.....	K-19
Economic Development Promotional Agencies.....	B-18
Elections.....	D-4
Emergency Services.....	H-16
Employment and Training Division.....	I-20
Engineering.....	L-1
Environmental Health.....	I-26
Equipment Maintenance.....	L-1
Extension.....	J-8

F

Facility Management.....	L-12
Fish & Game Advisory Committee.....	L-17
Fleet Services.....	L-19

Alphabetical Index

Forester & Warden.....B-22
 Fund Summary.....M-29

G

General Relief.....I-32
 Grand Jury.....E-21
 Grants to Encourage Arrests.....F-1

H

Headwaters Fund.....K-26
 Health & Human Services.....I-1
 Health Education.....I-34
 Healthy Moms.....I-16
 HHS Administration.....I-13
 Homeland Security.....H-16
 Human Resources.....D-13

I

Information Services.....B-24
 Inmate/Indigent Medical Care.....I-43

J

Jail.....H-11
 Juvenile Drug Court.....G-7
 Juvenile Hall.....G-21
 Juvenile Justice Crime Prevention Act.....G-7

L

LAFCO.....K-30
 Land Use.....L-23
 Liability.....B-38

Library.....J-13

M

Mailroom.....B-27
 Marijuana Eradication.....H-22
 Maternal Health.....I-45
 Medical Plan.....B-38
 Mental Health Division.....I-50
 Motor Pool.....L-19
 Motor Pool Reserve.....L-19

N

Natural Resources Division.....K-39
 Northern California Computer Crimes Task Force.....F-1
 Northern California Regional Facility.....G-21

O

Office of Emergency Services.....H-17

P

Parks and Trails.....L-27
 Personnel.....D-14
 Planning.....K-11
 Probation.....G-1
 Probation Environmental Preservation Project.....G-7
 Public Administrator.....E-13
 Public Defender.....E-23
 Public Guardian-Conservator.....I-80
 Public Health Administration.....I-61
 Public Health Nursing.....I-69
 Public Works.....L-1
 Public Works Business.....L-23

Alphabetical Index

Public Works Land Use	L-23
Purchased Insurance Premiums	B-38
Purchasing Agent	B-30

R

Record Conversion.....	D-8
Recorder	D-10
Redevelopment	K-32
Regional Facility	G-21
Revenue Recovery	B-34
Risk Management	B-38
Roads.....	L-33

S

Sheriff	H-1
Social Service Assistance	I-76
Social Services Division	I-80
Solid Waste	L-39
State Board of Control	F-1
Substance Abuse & Crime Prevention Act.....	I-16
Substance Abuse Treatment.....	G-7
Supervisors.....	B-1

T

Tax Collector	C-17
Title IV-E Waiver	G-17
Transportation Services	L-42
Treasurer-Tax Collector.....	C-17

U

Unemployment.....	B-38
-------------------	------

V

Veterans Services.....	I-80
Victim-Witness Program	F-1

W

Water Management.....	L-44
Workers Compensation.....	B-38
Workforce Investment	K-34

Numerical Index

1100 101.....	B-1	1100 219.....	E-23
1100 103.....	B-15	1100 220.....	F-1
1100 110.....	C-5	1100 221.....	H-20
1100 111.....	C-12	1100 229.....	H-20
1100 112.....	C-17	1100 222.....	H-20
1100 113.....	C-8	1100 234.....	G-21
1100 114.....	B-34	1100 235.....	G-7
1100 121.....	B-42	100 239.....	G-7
1100 130.....	D-14	1100 243.....	H-11
1100 140.....	D-4	1100 245.....	G-7
1100 162.....	L-12	1100 246.....	E-7
1100 166.....	L-23	1100 250.....	E-17
1100 170.....	L-12	1100 251.....	L-44
1100 181.....	B-20	1100 252.....	F-1
1100 190.....	A-25	1100 253.....	E-7
1100 199.....	A-29	1100 254.....	G-21
1100 202.....	G-7	1100 256.....	G-7
1100 204.....	F-1	1100 257.....	G-7
1100 205.....	F-1	1100 258.....	G-7
1100 208.....	F-1	1100 261.....	J-1
1100 211.....	F-1	1100 262.....	K-5
1100 213.....	H-16	1100 271.....	D-10
1100 217.....	E-21	1100 272.....	E-13
		1100 274.....	H-16
		1100 277.....	K-11
		1100 278.....	H-8
		1100 279.....	J-1

Numerical Index

1100 281.....	B-22	1160 273.....	I-80
1100 284.....	K-30	1160 504.....	I-80
1100 285.....	G-7	1160 505.....	I-80
1100 289.....	K-39	1160 506.....	I-80
1100 438.....	L-39	1160 508.....	I-80
1100 490.....	I-43	1160 509.....	I-80
1100 525.....	I-32	1160 511.....	I-80
1100 632.....	J-8	1160 516.....	I-13
1100 713.....	L-27	1160-599.....	I-80
1100 888.....	A-22	1170 424.....	I-50
1100 990.....	A-27	1170 427.....	I-50
1100 991.....	A-24	1170 475.....	I-50
1110 515.....	I-76	1170 476.....	I-50
1110 517.....	I-76	1170 477.....	I-50
1110 518.....	I-76	1170 495.....	I-50
1120 275.....	L-19	1170 496.....	I-50
1120 286.....	K-26	1170 497.....	I-50
1120 287.....	K-34	1170 498.....	I-50
1120 288.....	K-31	1170 507.....	I-50
1150 715.....	L-27	1175 400.....	I-61
1150 910.....	L-42	1175 402.....	I-34
		1175 403.....	I-61
		1175 404.....	I-69
		1175 405.....	I-69
		1175 406.....	I-26
		1175 407.....	I-34

Numerical Index

1175 408.....	I-69	1175 453.....	I-34
1175 409.....	I-69	1175 455.....	I-61
1175 410.....	I-61	1175 460.....	I-45
1175 411.....	I-26	1175 465.....	I-61
1175 412.....	I-34	1175 470.....	I-34
1175 413.....	I-61	1175 486.....	I-26
1175 414.....	I-34	1175 488.....	I-34
1175 415.....	I-45	1175 493.....	I-45
1175 416.....	I-69	1180 425.....	I-16
1175 417.....	I-69	1180 429.....	I-16
1175 418.....	I-45	1180 431.....	I-16
1175 420.....	I-45	1190 582.....	I-20
1175 422.....	I-69	1190 584.....	I-20
1175 428.....	I-69	1190 586.....	I-20
1175 430.....	I-26	1190 589.....	I-20
1175 432.....	I-26	1190 590.....	I-20
1175 433.....	I-34	1190 597.....	I-20
1175 434.....	I-61	1200 320.....	L-33
1175 435.....	I-61	1200 321.....	L-33
1175 436.....	I-34	1200 322.....	L-23
1175 437.....	I-34	1200 325.....	L-33
1175 442.....	I-34	1200 331.....	L-33
1175 447.....	I-34		
1175 448.....	I-34		
1175 499.....	I-34		
1175 451.....	I-34		
1175 452.....	I-34		

Numerical Index

1200 888.....	L-33	3500 351.....	L-19
1310 267.....	D-8	3520 359.....	B-38
1380 206.....	E-1	3521 151.....	B-12
1410 170.....	A-35	3523 353.....	B-38
1410 242.....	A-35	3524 354.....	B-38
1420 170.....	A-33	3525 355.....	B-38
1420 242.....	A-33	3526 356.....	B-38
1490 170.....	L-7	3527 357.....	B-38
1500 621.....	J-13	3528 358.....	B-38
1700 290.....	L-17	3530 381.....	L-7
1820 170.....	L-7	3540 330.....	L-19
1830 170.....	L-7	3550 118.....	B-24
1840 170.....	L-7	3555 115.....	B-30
1860 170.....	L-7	3555 116.....	B-27
1870 170.....	L-7		
1880 170.....	L-7		
3500 350.....	L-19		

Appendices

