

Meeting Date: 4/30/2013

Report Type: Consent

Report ID: 2013-00347



City Council Report
915 I Street, 1st Floor
www.CityofSacramento.org

Title: Approval of Revisions to Fiscal Year 2012-13 Sacramento Employment and Training Agency (SETA) Operating Budget

Location: Citywide

Issue: SETA received additional grant funds after the final budget was adopted. A budget amendment will more accurately reflect anticipated revenues and expenditures. Any action approved by the SETA Governing Board requires the review and approval of the Sacramento City Council before such action is considered final and authorized.

Recommendation: Pass a Resolution approving the Fiscal Year 2012-13 Revised Operating Budget for the Sacramento Employment and Training Agency in the amount of \$87,363,087.

Contact: Roy Kim, Fiscal Department Chief, (916) 263-3814, Sacramento Employment Training Agency

Presenter: None

Department: Other Jurisdiction/Agency

Division:

Dept ID:

Attachments:

1-Description/Analysis

2-Resolution

3-Exhibit A-Schedule of Changes

City Attorney Review

Approved as to Form
Matthew Ruyak
4/16/2013 2:23:38 PM

City Treasurer Review

Reviewed for Impact on Cash and Debt
Russell Fehr
4/9/2013 6:12:17 PM

Approvals/Acknowledgements

Department Director or Designee: John Dangberg - 4/11/2013 10:56:06 AM



Description/Analysis

Issue Detail: The Sacramento Employment and Training Agency (SETA) Governing Board has approved an action that requires the review and approval of your body before such action is considered final and authorized.

As approved by the (SETA Governing Board/Sacramento City Council/County of Sacramento Board of Supervisors), SETA's original budget, for Fiscal Year 2012-13 totaled \$84,234,051. Additional grants received after the final budget was approved necessitate the revision of the original budget to more accurately reflect the anticipated revenues and expenditures of the Agency for 2012-13.

The revised budget of \$87,363,087 includes changes in anticipated revenues and expenses from funding sources including the Workforce Investment Act - \$3,575,758 and DHA/CalWORKs – (\$475,000).

The revised budget also reflects funds of \$28,278 in the Fixed Assets category for playground equipment.

The revised budget was presented before the Governing Board of the Sacramento Employment and Training Agency on April 4, 2013. The revised budget as approved by the SETA Governing Board is sent under separate cover. The revised budget establishes the operating plan for SETA for Fiscal Year 2012-13.

Policy Considerations: None.

Economic Impacts: None.

Environmental Considerations: Not applicable.

Sustainability: Not applicable.

Commission/Committee Action: Not applicable.

Rationale for Recommendation: City Council approval is required in accordance with the Joint Powers of Authority Agreement.

Financial Considerations: SETA's Fiscal Year 2012-2013 revised operating budget of \$87,363,087 will be financed by federal grants (\$77,398,514), state grants (\$9,344,573), and other contracts and miscellaneous revenues (\$620,000). Approval of SETA's budget will have no fiscal impact on the City General Fund.

Emerging Small Business Development (ESBD): Not applicable.



RESOLUTION NO.

APPROVAL OF THE FISCAL YEAR 2012-2013 SACRAMENTO EMPLOYMENT AND TRAINING AGENCY (SETA) REVISED OPERATING BUDGET

Adopted by the Sacramento City Council

BACKGROUND

- A. On September 4, 2012, the City Council adopted Resolution 2012-316 approving the Sacramento Employment and Training Agency 2012-13 Fiscal Year budget.
- B. Additional grant funds received after the final budget was approved necessitate a revision to the original budget to accurately reflect the anticipated revenues and expenditures of the Agency for 2012-13.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

SECTION 1: The amounts set forth in the attached Exhibit A for expenditures, revenues, reserves, and interfund transfers are the revised final budget for the Sacramento Employment and Training Agency for the Fiscal Year 2012-13.

SECTION 2: The Auditor-Controller is hereby authorized and directed to transfer funds and adjust the reserve accounts in the amounts as shown in the budget adopted herewith.

SECTION 3: The Sacramento City Council approves the revised Fiscal Year 2012-2013 budget for the Sacramento Employment and Training Agency.

SECTION 4: Exhibit A is part of this resolution.

Exhibit A – SETA Revised Budget



**SACRAMENTO EMPLOYMENT & TRAINING AGENCY
JOINT POWERS AGENCY OF THE CITY & COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
SCHEDULE OF CHANGES - ORIGINAL TO REVISED
FISCAL YEAR 2012-2013
Revised April 4, 2013**

| <u>Program</u> | <u>Original</u> | <u>Changes</u> | <u>Revised Budget</u> |
|--|----------------------|---------------------|-----------------------|
| Children & Family Services Department | \$ 55,386,538 | \$ 28,278 | \$ 55,414,816 |
| Head Start (HS) | 43,026,258 | 28,278 | 43,054,536 |
| Early Head Start (EHS) | 7,383,868 | - | 7,383,868 |
| California Dept. of Education (CDE) | 3,376,412 | - | 3,376,412 |
| Child & Adult Care Food Program (CACFP) | 1,600,000 | - | 1,600,000 |
| Workforce Development Department | \$ 28,847,513 | \$ 3,100,758 | \$ 31,948,271 |
| Workforce Investment Act (WIA) * | 18,658,273 | 3,575,758 | 22,234,031 |
| DHA One-Stop Share of Cost | 3,700,000 | 300,000 | 4,000,000 |
| CalWorks OJT | 2,429,500 | (775,000) | 1,654,500 |
| Community Services Block Grant (CSBG) | 1,731,005 | - | 1,731,005 |
| Refugee Employment Social Services (RESS) | 620,983 | - | 620,983 |
| Enterprise Zone | 480,000 | - | 480,000 |
| Targeted Assistance for Refugees (TA) | 401,679 | - | 401,679 |
| Employment Training Panel | 313,661 | - | 313,661 |
| Victims of Trafficking | 287,412 | - | 287,412 |
| SMUD | 105,000 | - | 105,000 |
| Ticket-to-Work | 60,000 | - | 60,000 |
| Kaiser - CalGRIP | 35,000 | - | 35,000 |
| CalGRIP - City of Sacramento | 25,000 | - | 25,000 |
| Total | \$84,234,051 | \$3,129,036 | \$87,363,087 |

* See Schedule A

**SACRAMENTO EMPLOYMENT & TRAINING AGENCY
 JOINT POWERS AGENCY OF THE CITY & COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 FINAL SCHEDULE OF APPROPRIATIONS
 FISCAL YEAR 2012-2013
 Revised April 4, 2013**

| <u>Program</u> | <u>Salaries</u> | <u>Fringe Benefits</u> | <u>Services and Supplies</u> | <u>Fixed Assets Equipment</u> | <u>SETA Operated Costs</u> | <u>Subcontracts or Scholarships</u> | <u>Total Budget</u> |
|--|----------------------|------------------------|------------------------------|-------------------------------|----------------------------|-------------------------------------|----------------------|
| Children & Family Services Department | \$ 17,337,316 | \$ 9,011,109 | \$ 7,084,401 | \$ 118,278 | \$ 33,551,104 | \$ 21,863,712 | \$ 55,414,816 |
| Head Start (HS) | 13,484,379 | 7,001,792 | 4,623,566 | 118,278 | 25,228,015 | 17,826,521 | 43,054,536 |
| Early Head Start (EHS) | 1,878,094 | 988,893 | 479,690 | - | 3,346,677 | 4,037,191 | 7,383,868 |
| California Dept. of Education (CDE) | 1,974,843 | 1,020,424 | 381,145 | - | 3,376,412 | - | 3,376,412 |
| Child & Adult Care Food Program (CACFP) | - | - | 1,600,000 | - | 1,600,000 | - | 1,600,000 |
| Workforce Development Department | \$ 9,797,715 | \$ 4,506,951 | \$ 2,939,315 | \$ - | \$ 17,243,981 | \$ 14,704,290 | \$ 31,948,271 |
| Workforce Investment Act (WIA) * | 6,472,366 | 2,977,289 | 1,941,711 | - | 11,391,366 | 10,842,665 | 22,234,031 |
| CalWORKs One-Stop SOC | 2,272,727 | 1,045,455 | 681,818 | - | 4,000,000 | - | 4,000,000 |
| CalWORKs OJT | - | - | - | - | - | 1,654,500 | 1,654,500 |
| Community Services Block Grant (CSBG) | 528,270 | 243,004 | 158,481 | - | 929,755 | 801,250 | 1,731,005 |
| Refugee Employment Social Services (RESS) | 52,925 | 24,345 | 15,877 | - | 93,147 | 527,836 | 620,983 |
| Enterprise Zone | 272,727 | 125,455 | 81,818 | - | 480,000 | - | 480,000 |
| Targeted Assistance for Refugees (TA) | 34,234 | 15,748 | 10,270 | - | 60,252 | 341,427 | 401,679 |
| Employment Training Panel | 26,732 | 12,297 | 8,020 | - | 47,049 | 266,612 | 313,661 |
| Victims of Trafficking | 52,507 | 24,153 | 15,752 | - | 92,412 | 195,000 | 287,412 |
| SMUD | 17,045 | 7,841 | 5,114 | - | 30,000 | 75,000 | 105,000 |
| Ticket-to-Work | 34,091 | 15,682 | 10,227 | - | 60,000 | - | 60,000 |
| Kaiser - CalGRIP | 19,886 | 9,148 | 5,966 | - | 35,000 | - | 35,000 |
| CalGRIP - City of Sac | 14,205 | 6,534 | 4,261 | - | 25,000 | - | 25,000 |
| Total | \$27,135,031 | \$13,518,060 | \$10,023,716 | \$118,278 | \$50,795,085 | \$36,568,002 | \$87,363,087 |

* See Schedule A

**SCHEDULE A - WIA GRANTS
FISCAL YEAR 2012-2013**

Revised April 4, 2013

| <u>Program</u> | <u>Salaries</u> | <u>Fringe Benefits</u> | <u>Services and Supplies</u> | <u>Fixed Assets Equipment</u> | <u>SETA Operated Costs</u> | <u>Subcontracts or Scholarships</u> | <u>Total Budget</u> |
|----------------------------------|---------------------|------------------------|------------------------------|-------------------------------|----------------------------|-------------------------------------|----------------------|
| ADULT | \$ 2,276,889 | \$ 1,047,369 | \$ 683,067 | \$ - | \$ 4,007,325 | \$ 3,921,595 | \$ 7,928,920 |
| YOUTH | 1,157,343 | 532,378 | 347,203 | - | 2,036,924 | 2,938,665 | 4,975,589 |
| DISLOCATED WORKER | 845,992 | 389,156 | 253,798 | - | 1,488,946 | 1,414,660 | 2,903,606 |
| RAPID RESPONSE | 504,982 | 232,292 | 151,494 | - | 888,768 | - | 888,768 |
| NEG Multisector | 382,564 | 175,979 | 114,769 | - | 673,312 | 224,438 | 897,750 |
| VEAP - Veterans | 62,662 | 28,825 | 18,799 | - | 110,286 | 175,428 | 285,714 |
| 25% Additional Assistance | 703,340 | 323,537 | 211,002 | - | 1,237,879 | 1,237,879 | 2,475,758 |
| NEG OJT | 235,795 | 108,466 | 70,739 | - | 415,000 | 880,000 | 1,295,000 |
| CalGRIP | 98,289 | 45,213 | 29,487 | - | 172,989 | - | 172,989 |
| LOS RIOS - Healthforce | 64,198 | 29,531 | 19,259 | - | 112,988 | - | 112,988 |
| State Energy | 62,500 | 28,750 | 18,750 | - | 110,000 | - | 110,000 |
| State Green Innovations | 28,409 | 13,068 | 8,523 | - | 50,000 | 50,000 | 100,000 |
| Disability Employment Initiative | 17,045 | 7,841 | 5,114 | - | 30,000 | - | 30,000 |
| DOL Evaluation | 15,000 | 6,900 | 4,500 | - | 26,400 | - | 26,400 |
| 15% Incentive | 10,113 | 4,652 | 3,034 | - | 17,799 | - | 17,799 |
| Los Rios - Nurses | 7,245 | 3,332 | 2,173 | - | 12,750 | - | 12,750 |
| Total Current Grants | \$ 6,472,366 | \$ 2,977,289 | \$ 1,941,711 | \$ - | \$ 11,391,366 | \$ 10,842,665 | \$ 22,234,031 |

SACRAMENTO EMPLOYMENT & TRAINING AGENCY
 JOINT POWERS AGENCY OF THE CITY & COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 FINAL SCHEDULE OF APPROPRIATIONS BY LINE ITEM
 FISCAL YEAR 2012-2013
 Revised April 4, 2013

Fund Center **4704780**

| EXPENDITURES | Total Budget |
|---------------------------------------|----------------------|
| 10111000 REGULAR EMPLOYEES | \$ 27,052,494 |
| 10112200 EXTRA HELP IN LIEU | \$ 75,937 |
| 10112400 COMMITTEE MEMBERS | \$ 6,600 |
| Total Labor | \$ 27,135,031 |
| 10121000 RETIREMENT | \$ 6,579,837 |
| 10121300 RETIREMENT HEALTH SAVINGS | \$ 175,984 |
| 10122000 OASDHI | \$ 2,078,126 |
| 10123000 GROUP INS | \$ 3,546,909 |
| 10124000 WORK COMP INS | \$ 743,956 |
| 10125000 SUI INS | \$ 360,738 |
| 10128000 HEALTH CARE - RETIREES | \$ 32,510 |
| Total Fringes | \$ 13,518,060 |
| 20200500 ADVERTISING | \$ 66,886 |
| 20202400 PERIODICAL/SUBSCRIPT | \$ 8,002 |
| 20202900 BUS/CONFERENCE EXP | \$ 129,765 |
| 20203500 ED/TRAINING SVC | \$ 285,328 |
| 20203600 ED/TRAINING SUPPLIES | \$ 596,698 |
| 20203900 EMP TRANSPORTATION | \$ 120,039 |
| 20205300 INS-BONDS/GEN PROP | \$ 261,651 |
| 20206100 MEMBERSHIP DUES | \$ 16,950 |
| 20207600 OFFICE SUPPLIES | \$ 176,746 |
| 20208100 POSTAL SVC | \$ 1,471 |
| 20208500 PRINTING SVC | \$ 33,364 |
| 20211100 BLDG MAINT SVC | \$ 626,739 |
| 20217100 RENTS/LEASES/RL PROP | \$ 3,341,376 |
| 20218100 CONST SVC/SUP | \$ 320,347 |
| 20219100 ELECTRICITY | \$ 303,169 |
| 20219200 NATURAL GAS / LPG / FUEL OIL | \$ 21,230 |
| 20219700 TELEPHONE SVC | \$ 48,284 |
| 20220500 AUTO MAINT SVC | \$ 34,494 |
| 20222700 CELLPHONE/PAGER | \$ 20,075 |
| 20223600 FUEL/LUBRICANTS | \$ 78,795 |
| 20226100 OFFICE EQ MAINT SVC | \$ 16,480 |
| 20226500 INVENTORIAL EQ | \$ 62,578 |
| 20227500 RENT/LEASE EQ | \$ 177,690 |
| 20227503 POSTAGE METERING | \$ 15,446 |
| 20232100 CUSTODIAL SVC | \$ 475,612 |
| 20233200 FOOD/CATERING SUP | \$ 988,266 |
| 20234200 KITCHEN SUP | \$ 235,440 |
| 20244300 MEDICAL SVC | \$ 22,474 |
| 20250500 ACCOUNTING SVC | \$ 191,477 |
| 20253100 LEGAL SVC | \$ 153,878 |
| 20257100 SECURITY SVC | \$ 184,681 |
| 20258200 PUBLIC RELATIONS | \$ 172,927 |
| 20259100 OTHER PROF SVC | \$ 205,518 |
| 20281100 DATA PROCESSING SVC | \$ 447,818 |
| 20289800 OTHER OP EXP SUP | \$ 84,372 |
| 20289900 OTHER OP EXP SVC | \$ 62,790 |
| 20292500 GS PURCHASING SVC | \$ 24,090 |
| 20293406 TRANSPORTATION SVCS | \$ 10,770 |
| Total Services & Supplies | \$ 10,023,716 |
| 30310100 SUBGRANTS | \$ 36,568,002 |
| 43430300 EQUIPMENT-GOV'T | \$ 118,278 |
| Grand Total | \$ 87,363,087 |
| REVENUE | |
| 95956900 STATE AID OTHER MI | \$ 9,344,573 |
| 95959900 FED AID-MISC PROG | \$ 77,398,514 |
| 97979000 MISC OTHER | \$ 620,000 |
| Total Revenue | \$ 87,363,087 |