

January 09, 2007

Board of Supervisors  
County of Marin  
Civic Center  
San Rafael, CA 94903

**SUBJECT:** Adjustments to Fiscal Year 2006-2007 Budget

Dear Board Members:

**RECOMMENDATION:** Authorize the Auditor-Controller and County Administrator to adjust appropriations and revenue estimates and release encumbrances as needed to reflect current expenditure and revenue estimates in the modified-approved County budget and budgets for Special Districts under the Board of Supervisors.

**SUMMARY:** The Auditor-Controller and County Administrator are in the process of completing the review of actual and estimated departmental revenues and expenditures for the current year. That review indicates that it is necessary to adjust appropriations and revenue estimates to maintain accounts in balance. That review also indicates that there may be a need to release certain encumbrances. These are normal adjustments made as part of the annual budget process.

**FISCAL IMPACT:** It is premature to ascertain the probable amount of carryover fund balance at this time, but it is likely that we will end the year with a positive carryover fund balance. The process of adjusting revenue and appropriation estimates and releasing certain encumbrances lends greater assurance that the projected carryover fund balance will be realized. As this is a significant source of funds in balancing the fiscal year 2007-2008 budget, it is fiscally prudent to make the indicated adjustments.

**REVIEWED BY:** County Counsel [N/A]  
County Administrator [ X ]  
Human Resources [N/A]

Sincerely,

RICHARD S. ARROW  
Auditor-Controller

Matthew Hymel  
County Administrator

RSA:hm

CC: County Administrator

