



# EL DORADO COUNTY

RECOMMENDED BUDGET FY 2017-18





IMAGE CREDIT:

"A NEW DAY" BY CHRISTIAN ARBALLO

EMERALD BAY AT SUNRISE, DECEMBER 27, 2013

IMAGE CROPPED, NO OTHER ALTERATIONS.

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PRESENTED TO THE

# El Dorado County Board of Supervisors

JUNE 2017

DONALD ASHTON  
CHIEF ADMINISTRATIVE OFFICER



**John Hidahl**  
District I



**Shiva Frentzen**  
Chair, District II



**Brian Veerkamp**  
District III



**Michael Ranalli**  
District IV



**Sue Novasel**  
District V Supervisor

*Safe, healthy and vibrant communities, respecting our  
natural resources and historical heritage*

## BOARD OF SUPERVISORS

District I: John Hidahl  
District II: Shiva Frentzen

District V: Sue Novasel

District III: Brian Veerkamp  
District IV: Michael Ranalli

## ELECTED COUNTY OFFICIALS

Assessor ..... Karl Weiland  
Auditor-Controller ..... Joe Harn  
District Attorney ..... Vern Pierson  
Recorder-Clerk..... William “Bill” Schultz  
Sheriff/Coroner/Public Administrator ..... John D’Agostini  
Surveyor ..... Rich Briner  
Treasurer/Tax Collector ..... C. L. Raffety

## APPOINTED COUNTY OFFICIALS

Agriculture Commissioner/Director of Weights and Measures..... Charlene Carveth  
Chief Administrative Officer ..... Don Ashton  
Chief Probation Officer ..... Brian Richart  
Clerk of the Board of Supervisors ..... James Mitrising  
Child Support Services Director ..... Don Semon  
County Counsel..... Michael Ciccozzi  
Environmental Management..... Greg Stanton (Interim)  
Health & Human Services Agency Director ..... Patricia Charles-Heathers  
Human Resources Director ..... Erin Hane (Interim)  
Information Technologies Director ..... David Russell  
Library Services Director..... Jeanne Amos  
Planning & Building ..... Roger Trout (Interim)  
Public Defender ..... Teri Monterosso  
Transportation..... Bard Lower (Interim)  
Veteran Affairs Officer (Interim)..... William “Bill” Schultz





# County of El Dorado

## Chief Administrative Office

330 Fair Lane  
Placerville, CA 95667-4197

Don Ashton, MPA  
Chief Administrative Officer

Phone (530) 621-5530  
Fax (530) 626-5730

June 2, 2017

The Honorable Board of Supervisors  
300 Fair Lane  
Placerville, CA 95667

Members of the Board of Supervisors:

With this letter, I submit for your consideration the Fiscal Year 2017-18 Recommended Budget for El Dorado County. A public meeting is scheduled for June 20, 2017, to consider the recommended spending plan, at which time the Board may make any additions, deletions or modifications to the recommended budget.

The total Recommended Budget for FY 2017-18 is \$536 million, which is \$13 million (2%) less than the FY 2016-17 Adopted Budget of \$549 million. The General Fund Budget is recommended at \$280 million, which is \$4 million (3%) less than the Adopted FY 2016-17 Budget of \$284 million.

As a result of the efforts of your staff, the budget before you is balanced, meets State requirements and fully funds contingency, general reserves and capital deferred maintenance in accordance with the Board's budget policies, \$3 million from local revenues for road repairs, more than \$2 million in additional funding to improve our Information Technology Infrastructure, as well as many of the priorities identified by the Board during the April 19, 2017, budget discussion. While at this time, I am not recommending setting aside funding for OPEB or future CalPERS costs, if the County ends the current fiscal year with a higher than anticipated fund balance, the priority should be to set aside those funds to offset the CalPERS increases and/or OPEB liability in accordance with Board policy.

### Budget Approach

The budget before you was developed using the following criteria as we reviewed each program, with the primary understanding there is insufficient revenue to meet all of the demands of the community:

- 1) Compliance with State mandated programs and services
- 2) Compliance with Board policies
- 3) Consistency with the Strategic Plan and Board priorities
- 4) Conservative but realistic revenue and expenditure projections
- 5) Preparing for the impacts of future year commitments and requirements
- 6) Service level and system wide impacts
- 7) Efficiencies

### Budget Challenges

Primary concerns facing El Dorado County in the next few years include: the Governor's proposal to undo the Coordinated Care Initiative and the return of the In-Home Supportive Services costs to the Counties, resulting in a shift of approximately \$1.6 million in increased costs; increasing impacts as a result of AB109/Prison Realignment and Proposition 47, which reduced some felony crimes to misdemeanors; and, most significantly, increased CalPERS costs totaling approximately \$4.5 million beginning in Fiscal Year 2018-19 with similar additional increases in future years. At this time, the State Department of Finance anticipates continued growth over the next three to four years, but cautions that the State is seeing an unprecedented period of continued growth over consecutive years since the 'Great Recession'.

These fiscal challenges come on top of local spending priorities, such as addressing needed facility improvements and insufficient State revenues to adequately maintain our roads. Annual payments for the Public Safety Facility, approved by the Board in 2016, will need to be built into the budget within this same timeframe. Assuming there are no significant changes to the anticipated expenditure increases, without any unanticipated growth in revenue there will likely be a significant change to the level of services provided to El Dorado County residents over the next three to five years.

Moving forward, it is essential the Board sufficiently fund our contingency and reserves, provide funding to maintain our infrastructure, including our roads, buildings and information technology, and if possible, begin setting aside money to establish a pensionable trust and unfunded OPEB liabilities so that we establish a strong foundation in future years. In addition, it is our recommendation that the Board refrain from adding any new discretionary programs, services and related appropriations to the FY 2017-18 budget unless additional funding has been identified. If the Board desires to make changes to the Recommended Budget, we request that these changes are done understanding that the budget is balanced as presented, and that if any services and cost increases are added to the budget, a corresponding sustainable reduction should also be identified.

We anticipate there will be some additional fund balance available once the FY 2016-17 books are closed; however, we are expecting that amount to be less than what has been experienced in prior years, due in part to reductions in departmental budgets and a slower increase in general revenues. It is recommended that, should additional carry-over fund balance be available once the books are closed in September, that these additional one-time funds be used to (1) place additional funding in the Designation for Capital Projects to help fund deferred maintenance and capital facility needs, and (2) to set aside funds to help offset future years' increases in CalPERS retirement costs.

Conclusion/Next Steps

A meeting has been scheduled on June 20, 2017, for the Board to discuss, make any changes and approve the recommended budget for Fiscal Year 2017-18. Formal budget hearings are scheduled to take place in September 2017, at which time the Board will have the opportunity to make further adjustments to the budget based on final year end savings and any other changes that may result as a result of the Governor's final budget.

In conclusion, if you compare the recommended budget to prior year budget documents, you will notice differences in how the information is presented. While certain information must be included to comply with State law, it is our hope the format allows for an easier understanding of the budget and greater transparency relative to changes to the budget.

Lastly, I would like to thank the Department Heads and their staff for their support and participation through this process, understanding the difficulty in identifying how limited resources are distributed among mandated programs and essential but discretionary programs.

Sincerely,



Don Ashton  
Chief Administrative Officer



Welcome to the Recommended Budget for the Fiscal Year 2017-18, which begins July 1, 2017. This section of the budget book is designed to help readers understand the purpose and content of the budget, as well as to locate data and/or information they may be looking for.

## THE PURPOSE OF THE BUDGET

The budget is the County's annual operating plan for how it will provide services to the public within available resources, and is developed based upon policy direction given by the Board of Supervisors. It is a vehicle for presenting plans and strategies that will ensure the long-term provision of necessary services, provide recommendations for new opportunities when possible, and provide a foundational record of decisions and policy directions recommended to and approved by the Board of Supervisors.

El Dorado County acts as an administrative agent for three types of services: municipal services; countywide local services; and countywide services provided on behalf of the state and federal governments.

Municipal services pertain mainly to unincorporated areas of the County and include emergency services and planning, Sheriff's law enforcement, building and land use regulations, road maintenance, parks, and refuse collection and disposal. These are services that will also be found in incorporated cities, provided by the city government.

The County also provides a number of local services that are common to most counties in the state. These include services of the County Clerk, Elections, Assessor, Auditor-Controller, Tax Collector, as well as criminal prevention and prosecution, public defense, probation, and detention.

Services provided on behalf of the state and federal governments, for the most part, impact all County residents and are generally related to health and human services. These programs are funded primarily through state and federal revenue sources.

## BALANCED BUDGET REQUIREMENT

County budgets are prepared pursuant to and in conformance with the State of California, County Budget Act, Chapter 1, Division 3, Title 3 of the Government Code (§29000, et. sec.). Government Code §29009 requires that,

***“In the recommended, adopted, and final budgets the funding sources shall equal the financing uses. This is known as the balanced budget requirement.”***

## BUDGET DEVELOPMENT PROCESS

Each year, the County goes through a collaborative budget development process between the County Administrator's Office and the County's departments/agencies to ensure the preparation of a balanced budget for the coming fiscal years.

The El Dorado County Charter, Article III 304C, states that the Chief Administrative Officer shall:

***Recommend an annual budget after reviewing requests of all departments and agencies for which the Board is responsible or which request County funds.***

The Budget Development process generally begins in late Fall of each year with the development of the Master Budget Calendar. This Calendar outlines important budget deadlines and dates for Board meetings during the development process. The development of the budget can last up to six months, with the Recommended Budget being made available to the public in June of each year.



Each year, all County departments prepare and submit a “budget request” to the Chief Administrative Office, including financial and program information relative to the department programs and goals. Once received, the Chief Administrative Office reviews and analyzes each request along with other factors that may impact County operations. Examples of factors that are considered in the development of the Recommended Budget are: Board of Supervisors’ policy direction, available financing, state and federal policies, changes in the cost of doing business, capital asset needs, Strategic Plan Goal areas, and the Board of Supervisors policy priorities. Once produced, the Chief Administrative Officer’s Recommended Budget represents a comprehensive financial operating plan, which fits within the constraints of available financing and conforms to established policy.

**Government Code requires that the Recommended Budget be submitted to the Board on or before June 30 of each year, as the Board directs.**

During their consideration of the Recommended Budget, the Board of Supervisors may direct modifications to the Recommended Budget as it sees fit or as may be necessary for the furtherance of County priorities. The Board of Supervisors holds a public hearing in September of each year, at which final adjustments are incorporated. At the conclusion of this public hearing, the Board approves the result as the Adopted Budget for the fiscal year.

## READING THE BUDGET BOOK

The budget document includes a wide range of financial information and analysis concerning every aspect of County functions. The budget is divided into tabs to assist the reader in navigating the document.

### Summary of the Recommended Budget

Provides an overview of the budget process, assumptions used in preparing the budget, revenue sources and major areas of County spending.

### County Profile and Demographic Data

This section provides some information about the structure and functions of County government, plus demographic information.

### County Strategic Plan & Budget Policies

The Strategic Plan including the Countywide Vision, Mission, Core Values, and Strategic Goals guiding the work of the Chief Administrative Office and all departments in order to achieve our primary goal of improving services to our community and becoming the Gold Standard of Public Service.

This section also includes a list of the Board adopted Policies guiding budget development and outlining funding priorities.

### Budget Narratives by Functional Group

The departmental budgets are categorized by functional area as noted on each tab. These include:

- General Government
- Law and Justice
- Land Use and Development
- Health and Human Services

The first page in each section provides a list of departments within each functional area.

*Department Budget Narrative*

Each Department has its own Budget Narrative, which provides basic information about the department and its programs and discusses the recommended budget. Each budget narrative includes the mission of the department or program, a budget summary, major budget changes, 10-year staffing trend, program summaries, and details and analysis in the CAO recommendation.

*Net County Cost / General Fund Contribution*

Many County programs do not have a dedicated revenue stream to fully offset operating costs. As a result, these programs are supported by general purpose revenues such as property or sales taxes. The difference between program expenditures and program revenues is known as the “Net County Cost” (NCC). Some departmental programs are able to generate substantial revenues, such as state or federal reimbursements for social services programs. The County also uses general purpose revenues to provide a required match to receive these state or federal revenues. This is often referred to in the budget document as a “General Fund contribution.” When appropriate, departments charge fees for services. The County’s reliance on general purpose revenues increases if the County loses revenue from state and federal sources, or if fee revenue does not keep pace with the cost of providing services.

FY 2017-18 Summary Schedules

This section contains tables of data, as provided by the Auditor-Controller, which cover financial information for the County budget as a whole. This section meets state requirements for county budget documents.

The State of California provides Counties with requirements for what must be included in the annual budget. Each budget must include specific types of information and that information must be presented in conformance with schedules and methods prescribed by the State Controller’s Office. Generally, these requirements specific a number of summary schedules which must be included in the Adopted Budget, including but not limited to:

1. All Funds Summary
2. Governmental Funds Summary
3. Fund Balance for all Governmental Funds
4. Obligated Fund Balances – By Governmental Funds
5. Summary of Additional Financing Sources by Source and Fund for all Governmental Funds
6. Detail of Additional Financing Sources by Fund and Account for all Governmental Funds
7. Summary of Financing Uses by Function and Fund for all Governmental Funds
8. Detail of Financing Uses by Function, Activity and Budget Unit for all Governmental Funds
9. Financing Sources and Uses by Budget Unit by Object for all Governmental Funds
10. A schedule in or supporting the adopted budget document or separate ordinance or resolution, setting forth for each budget unit the following data for each position classification:
  - (a) Salary rate or range, as applicable.

(b) Total allocated positions approved by the board.

11. Identification of Budget amounts for:

(a) Land;

(b) Structures and improvements, reported separately for each project;

(c) Equipment, reported in total amounts by budget unit.

(d) Infrastructure, reported in total amounts by budget unit.

Counties may include information, schedules and charts in addition to these basic requirements, in order to provide the public with explanations of policy recommendations and decisions, summary data on areas of the budget in which the Board of Supervisors and public have special interest, and to establish a historical record of the decisions that are made in the adoption of the annual budget.

Countywide Personnel Allocation

In addition to lists of recommended positions in each department budget narrative, the Budget Book contains a comprehensive listing of all positions that are recommended to be approved along with the Recommended Budget. This listing is found in a separate tab following the Summary Schedules section of the book and is organized by Department.

Glossary + Index

Refer to these sections for definitions of terms and quickly navigating the documents using key words.

SUMMARY OF THE RECOMMENDED BUDGET

The total Recommended Budget for all Governmental Funds for FY 2017-18 is \$536 million, which is \$13 million (2%) less than the FY 2016-17 Adopted Budget of \$549 million. The General Fund budget is recommended at \$280 million, which is \$4 million (3%) less than the Adopted FY 2016-17 Budget of \$284 million. The charts below provide a summary of total appropriations by expenditure class and by functional group.

TOTAL APPROPRIATIONS BY EXPENDITURE CLASS

Expenditure Class	FY 2016-17 Adopted	FY 2017-18 CAO Recm'd	\$ Increase/ (Decrease)	% Increase/ (Decrease)
Salaries & Benefits	208,202,545	209,404,817	1,202,272	0.6%
Services, Supplies & Other Charges	162,469,138	163,846,115	1,376,977	0.8%
Fixed Assets	33,108,664	31,379,183	(1,729,481)	(5%)
Transfers	105,478,281	102,694,376	(2,783,905)	(3%)
Contingencies	17,556,841	19,907,856	2,351,015	13%
Reserves/Designations	22,157,269	8,977,459	(13,179,810)	(59%)
<b>Appropriations</b>	<b>\$548,972,738</b>	<b>\$536,209,806</b>	<b>(\$12,762,932)</b>	<b>(2%)</b>

TOTAL APPROPRIATIONS BY FUNCTIONAL GROUP

Functional Group	FY 2016-17 Adopted	FY 2017-18 CAO Recm'd	\$ Increase/ (Decrease)	% Increase/ (Decrease)
General Gov't/Non Dept.	107,665,156	102,450,523	(5,214,633)	(5%)
Law & Justice	146,547,325	147,286,700	739,375	0.5%
Land Use/Dev Svc	99,331,849	102,715,874	3,384,025	3%
Health & Human Svc	155,714,298	154,871,394	(842,904)	(0.5%)
Contingencies	17,556,841	19,907,856	2,351,015	13%
Reserves/Designations	22,157,269	8,977,459	(13,179,810)	(59%)
<b>Total Appropriations</b>	<b>\$548,972,738</b>	<b>\$536,209,806</b>	<b>(\$2,136,876)</b>	<b>(2%)</b>
<b>Less Operating Transfers</b>	<b>(\$108,348,677)</b>	<b>(\$106,523,933)</b>	<b>(\$1,824,744)</b>	<b>(2%)</b>
<b>Total Unduplicated Appropriations</b>	<b>\$440,624,061</b>	<b>\$429,685,873</b>	<b>(\$10,938,188)</b>	<b>(2%)</b>



## GENERAL FUND SUMMARY

### General Fund Revenues

The Recommended Budget reflects an increase of \$3.7 million (3.1%) in General Fund major revenue sources. The Property Tax (Current Secured) is expected to increase by 4.5% in FY 2017-18, for a total increase of \$2.75 million, based on the projected increase in total property assessed valuation. Revenue from Sales and Use Tax is anticipated to increase by 2%, or \$228,000, based on the recent trend in actual receipts. The Recommended Budget assumes increases in other general fund discretionary revenues as well, including revenue from the Shingle Springs Rancheria, pursuant to the existing agreement, and in Assessment and Tax Collection Fee revenue. These revenue assumptions are discussed further in the General Fund - Other Operations (Department 15) budget summary.

### Carryover Fund Balance

The Recommended Budget includes \$26,312,000 in Fund Balance carryover. These are funds that are anticipated to be available at the end of FY 2016-17 as a result of operations and unspent appropriations designated for capital project work, and are recommended to be available for use in the following budget year. It is important to note that although these funds are considered to be one-time in nature, the County still relies on these carryover funds to help balance its operating budget.

The Fund Balance Available to meet operational funding requirements is estimated at \$16,430,000 for FY 2017-18. This estimate includes \$4.9 million in un-spent contingency and \$1.4 million in additional non-departmental revenues. The balance of the estimated fund balance is due to additional departmental revenues and anticipated departmental savings. The carryover Fund Balance designated for capital projects is estimated at \$9,892,666 for FY 2017-18. These estimates are subject to change with the close of the FY 2016-17 financial records in August.

### Net County Cost & General Fund Contributions

The Net County Cost (NCC) represents the part of a budget unit's expenses that are financed by general purpose revenues, such as property taxes, sales taxes and interest earnings. Many departments that are budgeted in funds other than the General Fund also receive a General Fund Contribution. Funding for the General Fund Contributions to other funds is also financed by general purpose revenues.

The overall cost to the General Fund, made up of NCC and General Fund Contributions to other funds, is decreasing 2.4%. The chart below reflects the distribution of increases and decreases in General Fund NCC/General Fund Contribution by functional group.

The only increase in NCC is related to the Law & Justice functional group, which is recommended at \$75,166,692. This is an increase of \$1,769,256, or 2.4%, when compared to the FY 2016-17 Adopted Budget. The NCC related to General Government has decreased \$3.8 million, or 8.2%, based on a net reduction in appropriations primarily related to a reduced fund balance available when compared to the FY 2016-17 Adopted Budget. (This figure includes Non-Departmental Expenses budgeted in Department 15 - Other County Operations, but excludes operating transfers to other funds and the Accumulated Capital Outlay fund.)

The combined Net County Cost/General Fund Contribution for Land Use and Development Services decreased \$1.083 million, or 17.9%, primarily due to decreased appropriations related to the reorganization of the Community Development Agency. The Net County Cost/General Fund Contribution for Health and Human Services remains relatively constant, decreasing by less than 1 percent.

NET COUNTY COST BY FUNCTIONAL GROUP

Functional Group	FY 2016-17 Adopted	FY 2017-18 CAO Recm'd	\$ Increase/ (Decrease)	% Increase/ (Decrease)
General Gov't	46,094,596	42,297,720	(3,796,876)	(8.2%)
Law & Justice	73,397,436	75,166,692	1,769,256	2.4%
Land/Dev Svc	6,038,424	4,955,203	(1,083,221)	(17.9%)
Health/Human Svc	15,871,875	15,788,826	(83,049)	(0.5%)
<b>Total</b>	<b>\$141,602,331</b>	<b>138,208,541</b>	<b>(3,393,790)</b>	<b>(2.4%)</b>

STRATEGIC PLAN & SERVICE INDICATORS

During Fiscal Year 2016-17 the County began implementing our Strategic Plan which included the following five goals:

- Public Safety
- Good Governance
- Infrastructure
- Economic Development
- Healthy Communities

With Fiscal Year 2017-18, the County will begin incorporating components of the Strategic Plan in the Recommended Budget. This year the focus in the budget relates to Good Governance and establishing operational metrics, service level metrics and best practices for central support departments. These metrics and/or best practices are identified in the department summaries for the Chief Administrative Office, Procurement & Contracts, Facilities, County Counsel, Human Resources, Information Technology, Auditor-Controller, and the Department of Transportation's Fleet Services Division.

BOARD POLICIES & FUNDED PRIORITIES

The Board of Supervisors adopted ten budget policies in 2015. For FY 2017-18, the Chief Administrative Office approached the development of the Recommended Budget with the direction and intent to follow these policies and to recommend funding in line with these policies. The first two budget policies direct staff to "pursue operational efficiencies" and to "maximize the Board's discretion." In keeping with these policies, the Chief Administrative Office, in conjunction with departments, took a close look at actual needs and expenditure patterns across all County departments, and worked with departments to identify and, where possible, implement efficiencies. Policies three and four direct that new revenues should be pursued where possible, and that new or enhanced programs should not be considered unless dedicated revenue is identified. Therefore, readers of the budget will see an emphasis on not only "right-sizing" department expenditure budgets, but appropriately budgeting department revenues. Readers will also see a number of requests for additional staff or new items that are not recommended for funding, primarily because sufficient dedicated revenue does not exist to support the expenditures.

Budget Policies numbers seven, eight and nine establish targets for funding the General Fund Appropriation for Contingency and critical Reserve funds. It is with these policies in mind that the following Board priorities are recommended for funding in the FY 2017-18 Recommended Budget.

***General Fund Contingency fully funded at \$5.5 million:*** The General Fund Appropriation for Contingency is recommended at \$5.5 million. Board Budget Policy #7 directs that the Contingency be set

at a minimum of 3% of the adjusted General Fund appropriations. This funding is a set aside to provide resources in the event of unforeseen fiscal issues throughout the year.

**General Reserve fully funded at \$8.47 million:** The General Fund General Reserve is recommended at \$8,469,708. Board Budget Policy #8 directs that the General Reserve be set at an amount equivalent to approximately 5% of the adjust General Fund appropriations. The General Reserve is established to provide for additional resources in the event of significant emergency situations where additional funds are required, and functions as a cash flow reserve during the year.

**Contribution to Capital Reserves fully funded at \$5 million:** The Recommended Budget includes an increase to the General Fund Designation for Capital Projects in the amount of \$5 million. Board Budget Policy #9 directs that, once General Reserves and General Fund Contingency equal 8% of adjusted General Fund appreciations, the Board may transfer remaining discretionary resources to the Designation for Capital Projects. The \$5 million that is reflected in Board policy and recommended to be set aside each year is approximately 2% of the estimated replacement value of the County's buildings as of 2013. As the value of County facilities increases, the target annual set-aside should be reconsidered and potentially increased.

Other priorities that are recommended for funding in the FY 2017-18 Recommended Budget include:

***Additional Road Maintenance Funding***

Based on discussions and agreement with the Shingle Springs Band of Miwok Indians, the Recommended Budget reflects the use of \$3 million in local tribe funds for Road Maintenance work throughout the County. The recent agreement for the use of these funds allows necessary road repairs to be pursued during FY 2017-18.

***IT Deferred Infrastructure & Maintenance***

\$804,500 is recommended in the Information Technologies budget for the purchase of fixed assets, support and services, and Network infrastructure, including load balancing and firewall appliances that will ensure County data is secure, HIPAA compliant, and results in network redundancy, resiliency and business continuity.

***Reimbursing Public Safety Facility Loan Reserve***

\$220,000 is included in the Recommended Budget to re-fund the Public Safety Facility Payment Reserve. This Reserve was previously set at \$2.2 million; however, funds were drawn down in FY 2016-17 to cover the County's increased contribution to the project, as required by the USDA for approval of the financing loan. This reserve is required to be set at \$2.2 million, equal to one-year's principal payment. Therefore, this fund will be replenished at \$220,000 a year, over the next 9 years.

***Business Park Financing Plan Study***

Increasing the marketability and viability of the County's business centers has been identified as an Economic Development priority. The Recommended Budget includes \$100,000 to fund the first stage of a financing plan study, intended to assist the County in identifying viable funding mechanisms to support business parks in the county.

***Replacement of Property Tax System - Megabyte***

The Recommended Budget includes \$1.2 million in the Accumulated Capital Outlay fund for the purchase of the Megabyte property management system, to replace the aging, main-frame based system. This General Fund cost is partially offset with a transfer from the Assessor Special Revenue Fund (\$153,000).

***Funds Public Safety Charter Section 504 Salary Increases***

Charter Section 504 requires annual review of salary levels for public safety classifications. The 2016 review resulted in an increase to salaries, with an estimated budget impact of \$800,000. The Recommended Budget reflects this cost increase.

***Progress on Facility ADA Improvements***

\$1.0 million is included in the Accumulated Capital Outlay fund for progress on required ADA improvements.

***Tree Mortality Grant Match***

\$125,000 is recommended for the second year of work towards addressing tree mortality, providing the County's match to approved grant funding.

***Human Resources Department Staffing Augmentation***

\$125,000 is recommended as a set-aside in the General Fund Other Operations (Department 15) to be re-appropriated to the Human Resources Department for possible staffing changes. A recommendation for the additional or reorganization of positions in the Human Resources Department will be brought to the Board for consideration during FY 2017-18.

**BUDGET PRESSURES & POLICY CONSIDERATIONS**

This section includes discussion of a number of issues which have had a significant impact on the Recommended Budget or which have the potential to impact the County budget in the near-term. Additionally, several departments have identified pending issues and policy considerations. Policy matters that are unique to individual departments are outlined in the respective department budget summaries.

**CalPERS Retirement Plan Changes and Cost Increase**

El Dorado County is under contract with the California Public Employees' Retirement System (CalPERS) for employee retirement benefits. Like most public agencies, El Dorado County has experienced continued increases in its employer costs for its two retirement plans (Safety and Miscellaneous). While significant cost increases resulted from marked losses during the Great Recession, the funded status of the County's plans had begun to improve. However, in recent years, the CalPERS Board of Administration has taken several actions that have effectively taken back any of the plan's funding improvements and have set public agencies, in general, on a course for continued significant cost increases for many years into the future.

In March 2012, the pension fund lowered its discount rate from 7.75 percent to 7.5 percent, citing economic conditions. A year later, CalPERS changed its policies to recognize gains and losses over a shorter period and to use a 30-year fixed amortization period instead of a rolling 30-year period. In February 2014, the CalPERS Board approved new demographic assumptions, assuming that public employees will be living longer. The Board also adopted an asset allocation mix that lowered the CalPERS investment risk but largely kept its investment strategy unchanged, holding the fund's long-term assumed rate of return at 7.5 percent.

Most recently, the CalPERS Board adopted a reduction in the plan's long-term assumed rate of return, lowering that rate from 7.5 percent to 7 percent. Because the resultant cost increases to its member public agencies would be so great and so sudden, the Board approved phasing in this change over a three year period, beginning with FY 2018-19. The payments made to CalPERS for the 2015-16 (actual) and 2016-17 (projected) Fiscal Years total \$25,809,088 and \$27,784,630, respectively, a roughly \$2 million increase in the one-year period. Based on recent analysis, it is estimated that the impact to El Dorado County in the first year of implementation of the new



assumption will likely be an increase of \$4.4 million to the employer cost, with similar increases to likely follow in FY 2019-20 and FY 2020-21. This cost increase is anticipated to be in addition to the natural increase in costs.

Industry professionals speculate that the CalPERS Board will likely consider a further reduction in the assumed rate of return in future years, possibly bringing that rate to 6 percent. Such a reduction would trigger even greater increases to public agencies.

It is important to note that these are costs that the County cannot avoid or elect to not pay. Similar to long-term debt, providing for the payment of these costs will take precedence in future years' budgets. In an effort to prepare for the anticipated costs and attempt to avoid significant budget reductions in future years, staff is recommending that any available fund balance that may be available following the close of the County's accounting books in September, and which is in addition to that which is already counted on to balance the Recommended Budget, be placed in a designated reserve fund to be drawn down in future years to help offset the impact to the budget.

### Elimination of IHSS Maintenance of Effort, Transfer of Cost to Counties

Perhaps the most significant budget issue for counties at this time is the elimination of the Coordinated Care Initiative (CCI) and the resulting reversal of the Administration's plan for managing In Home Supportive Services (IHSS) costs. On January 10, 2017, the Director of the Department of Finance issued notice that the state will end CCI and eliminate the IHSS Maintenance of Effort (MOE) arrangement that was enacted in 2012 and 2013, which had limited county IHSS costs to a base year calculation of 2011-12 costs plus an annual 3.5 percent inflator.

For El Dorado County, it is estimated that this shift will increase costs by approximately \$1.6 million in FY 2017-18. This is on top of program growth related cost increases. Since its realignment to counties in 1991, the IHSS program has been generally underfunded relative to caseload and cost increases. The anticipated \$1.6 million increase includes costs related caseload increases that have occurred over the past several years (during the time that the state had been covering these program costs), as well as costs anticipated due to the minimum wage increase recently enacted by the state, the state's extension of three paid sick leave days to IHSS workers, and required implementation of new federal overtime regulations.

It is important to note that, due to the way the initiative was structured, this decision does not require approval through the state budget process. However, any fix to the Governor's proposal would require legislative action. The Governor included a recommendation to forestall this shift back to counties in his "May Revise" Budget proposal. This new proposal is working its way through the State Legislature. As of May 23<sup>rd</sup>, both the Senate Budget Committee and the Assembly Subcommittee #1 adopted the May Revision IHSS proposal in concept with placeholder trailer bill language to implement. Unfortunately, the timing of Legislative action does not align with County budgeting deadlines.

Therefore, the Recommended Budget assumes this cost shift will take place and includes a recommendation for budget changes to ensure that the General Fund and other County programs are not adversely affected in the event that the Legislature does not take timely or sufficient action to delay or change the cost shift. HHSA has been asked to absorb the estimated \$1.6 million additional costs for the IHSS Program. For FY 2017-18 HHSA is proposing to exercise additional 1991 Realignment Transfers from Public Health and Mental Health, reduce vacant staffing, and reduce other expenses, in order to absorb the additional IHSS costs within the Social Services and HHSA Administrative and Finance Divisions, with minimal impact to the other programmatic divisions in the budget year. This proposal is further detailed in the HHSA Agency and Human Services Division budget narratives.

## County Facilities

The Board has identified addressing the County's infrastructure deficiencies as a Strategic Plan goal. In FY 2016-17, the Board set aside funding in the Capital Reserve, while also providing funding for the initial stages of the Public Safety Facility and setting aside grant matching funds for the West Slope Juvenile Hall. In the coming years, staff will be working to identify solutions and necessary funding for the remaining facility priorities, including the El Dorado Center and the District Attorney offices. Providing for these facility priorities will place further pressure on other programs and services.

### *Deferred Facility Maintenance*

In 2013, Vanir Construction Management conducted a Conditions Assessment Report, identifying facilities in need of replacement and facilities with deferred maintenance needs. The report concluded that three County facilities were at "end of life" and should be considered for replacement: the Sheriff Administrative Center on Fair Lane, the District Attorney facility on Main Street, and the El Dorado Center in South Lake Tahoe. The Placerville Juvenile Hall and the Spring Street Complex were identified as "near end of life" facilities. In total, the assessment identified approximately \$55 million in current and future maintenance needs at the time the report was issued in 2013, excluding the costs to replace the Sheriff's Administration Center, District Attorney's Office, and the El Dorado Center.

To date, the County has spent \$13 million on the Facilities Capital Improvement Plan for projects related to the VANIR assessment. In addition to projects identified through the VANIR assessment, the County has also invested over \$20 million over the past 4 years on additional facilities projects such as the new Animal Shelter, work at the jails, progress on ADA improvements, and work on the new Public Safety Facility. Total invested to date is \$33 million, or approximately \$8 million per year. The five-year Facilities Deferred Maintenance Plan currently includes annual projects totaling \$5.3 million per year.

The County has made progress toward reducing the backlog of maintenance needs; however, continued progress will require diligence in setting aside appropriate funding and developing strategies for facilities in need of replacement.

### *Public Safety Facility*

The County is currently in the process of soliciting request for proposals from design/build firms for the Public Safety Facility. The tentative construction schedule anticipates breaking ground in the Spring of 2018. Funding has been secured through a United States Department of Agriculture (USDA) loan. Interim financing will not be required. It is currently anticipated that the County will begin making annual principal payments of approximately \$2.2 million in FY 2019-20. The FY 2017-18 budget includes the use of the remaining Public Safety Facility Construction reserve, which satisfies the County's obligation of the required \$11 million local contribution towards the project. Additionally, the FY 2016-17 Adopted Budget included interim financing costs related to the construction loan; however, the County was successful in having those costs waived resulting in an estimated cost savings of approximately \$875,000.

### *West Slope Juvenile Hall Replacement*

The County has been awarded a \$9.6 million grant from the Board of State and Community Corrections for the replacement of the West Slope Juvenile Hall. For FY 2017-18, \$600,000 is recommended for planning and design of the project. Construction of the new juvenile hall will not begin until the Public Safety Facility is complete, as the new Juvenile Hall is slated to go on the existing Sheriff Administration Building site.

## *Placerville Jail Expansion*

The Sheriff and Facilities Division will be returning to the Board regarding the Placerville Jail Expansion project. The County was recently verbally notified of the grant award for \$25 million to move forward with this project. The County anticipates a formal award letter shortly.

## FENIX Implementation

The most critical IT project being implemented at this time is the FENIX system, which will replace the County's legacy financial, human resources and payroll systems. Significant progress has been made in regards to this implementation over the last year, and at the time of this writing, the project team is in the process of testing the final modifications and preparing training guidelines. At this time the County is scheduled to implement the new financial, payroll and human resource systems in FY 2017-18.

## Information Technology Infrastructure

In support of the Good Governance Strategic Plan Infrastructure Objective 3.4.2 and 3.4.3, IT has evaluated the condition of the County network infrastructure and determined that IT network assets and related maintenance programs are not up to par with industry standards around network security, HIPAA compliance, network redundancy, resiliency and business continuity.

It is recommended that IT purchase several mission-critical assets in FY 2017-18 in order to bring the County in line with industry standards and to reduce risk to County data. \$804,500 is being recommended for the purchase of fixed assets, support and services for Network Infrastructure, including load balancing and firewall appliances that will ensure County data is secure, HIPAA compliant, and supportive of network redundancy, resiliency and business continuity goals. Updating our network infrastructure is a continuous process, so it should be noted that further purchases will likely be recommended in future budgets, as IT continues to review, assess and prioritize their most critical needs.

## Virtual Data Infrastructure (VDI) Project

In support of Good Governance Strategic Plan Infrastructure 3.6.1, IT is continuing to implement VDI across the County. This is a four-year project to convert all desktop/server computers to thin client devices that allow users to connect to the server to access their virtual desktop from multiple authorized devices, including portable devices such as smart phones and tablets. The conversion has several benefits, including centralized management of desktop infrastructure, better containment of malware attacks and faster incident response, elimination of need for IT support for employee moves, and elimination of risk of data loss due to equipment failure or theft. VDI provides a more complete desktop disaster recovery strategy through redundant systems.

VDI is also a cost effective solution. The program will cost approximately \$2.4 million over four years for hardware, software and implementation services with an estimated Return on Investment of \$3.6 million over a five year period, resulting in a net savings of \$1.2 million. The thin clients have an estimated life of 10 years, thereby reducing the need to replace approximately 1700 desktops on a three year replacement schedule.

The project costs are front-loaded, with FY 2017-18 budgeted expenditures of \$864,000. FY 2017-18 will be the third year of implementation. The project is projected to be completed in FY 2018-19.

## Cannabis Regulation and Enforcement Policy

Due to a recommendation from the Medical Marijuana Advisory Committee, the Board of Supervisors approved County staff to study changing the enforcement of many marijuana violations to a civil enforcement (e.g. fines)

## SUMMARY OF THE RECOMMENDED BUDGET

process from a misdemeanor process. Currently, the County is studying other counties' enforcement processes and will be outlining new enforcement steps for marijuana violations.

To date, the Medical Marijuana Advisory Committee has met on six occasions: the May 2, 2016 meeting was on the structure of the future meetings, the June 20, 2016 meeting was on cultivation, the June 27, 2016 meeting was on niche medical marijuana businesses (e.g. dispensaries, nurseries, etc.), the August 22, 2016 meeting was on compliance procedures regarding medical marijuana rules, the September 19, 2016 meeting was on taxation and fees for medical marijuana, and the December 12, 2016 meeting was on conceptual changes to the medical marijuana enforcement procedures (e.g. moving towards more of a civil enforcement process).

### ALLOCATED POSITIONS & STAFFING CHANGES

The FY 2017-18 Recommended Budget includes funding for 1,857.92 full-time equivalent positions (FTEs). This represents a 40.3 FTE decrease from the current FY 2016-17 allocation. It should be noted that, in most areas of the budget, where it appears that new positions are recommended, the increases are offset by like eliminations of vacant positions or a reduction in other staffing areas.

The following chart summarizes the recommended staffing changes. Detail of all allocated position and position changes is included in a later section of the Recommended Budget.

Department	Addition	Deletion	Total
Agriculture		(2.00)	(2.00)
CAO Budget and Operations	1.50	(1.00)	0.50
CAO Central Fiscal/Admin, Facilities, Procurement	6.00	(6.00)	0.00
Child Support Services		(12.00)	(12.00)
Community Development Services Admin & Finance	3.00	(7.00)	(4.00)
Environmental Management		(0.50)	(0.50)
Health and Human Services	21.00	(35.20)	(14.20)
Information Technologies	1.00	(2.00)	(1.00)
Library		(2.40)	(2.40)
Planning & Building	2.00	(3.20)	(1.20)
Probation	1.50	(1.00)	0.50
Registrar of Voters		(1.00)	(1.00)
Transportation		(4.00)	(4.00)
Treasurer-Tax Collector	1.00		1.00
<b>Totals</b>	<b>37.00</b>	<b>(77.30)</b>	<b>(40.30)</b>

### MULTI-YEAR BUDGET PROJECTION

This projection indicates on going potential deficits and is created each year based on a set of assumptions which consider known fiscal conditions and Board policy. It is anticipated that appropriations will continue to increase at a higher rate than revenues, resulting in a budgetary deficit in out-years. Property Tax revenue is projected at an increase of 5% annually, Sales and Use Tax at 2% annually, and all other discretionary revenues are projected remain flat. Salary and Benefit expenditures are projected to increase by 4.5%, including an increase of 2-4% in our CalPERS costs. The projection also assumes that the County fully funds the Appropriation for Contingency,



# SUMMARY OF THE RECOMMENDED BUDGET

the General Reserve, and sets aside \$5 million each year in the Designation for Capital Projects. It should be noted that there remains much uncertainty in regards to State actions. Through strategic decision making the County will need to reduce operating costs, identify means of increasing operational efficiencies, and approve additional resources as the County continues to manage the projected annual budgetary deficit.

## FIVE YEAR BUDGET PROJECTION (\$ IN MILLIONS)

### COUNTY OF EL DORADO General Fund Revenue and Appropriation Projection

	Projected				
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
<b>REVENUES</b>					
Property Tax	\$ 66,372,978	\$ 69,686,699	\$ 73,166,056	\$ 76,819,331	\$ 80,655,220
Other Local Taxes	39,514,561	40,968,580	42,487,922	44,075,707	45,735,208
Licenses/Permits/Franchises	10,804,291	10,928,762	11,056,860	11,188,725	11,324,941
Fines/Forfeitures/Penalties	\$ 832,324	\$ 837,647	\$ 843,024	\$ 848,454	\$ 853,938
Use of Funds/Property	\$ 347,550	\$ 347,826	\$ 348,104	\$ 348,385	\$ 348,669
Intergovernmental Revenue	\$ 69,076,133	\$ 70,251,844	\$ 70,724,963	\$ 71,223,479	\$ 71,788,940
Charges for Service	\$ 13,666,164	\$ 13,930,733	\$ 14,181,730	\$ 14,463,483	\$ 14,754,044
Other Revenue	\$ 6,673,695	\$ 6,696,422	\$ 6,719,377	\$ 6,742,561	\$ 6,765,977
Transfers from Other Funds	\$ 40,339,828	\$ 41,536,302	\$ 42,828,019	\$ 44,138,334	\$ 45,450,375
<b>Total Current Revenues</b>	<b>\$ 247,627,524</b>	<b>\$ 255,184,814</b>	<b>\$ 262,356,055</b>	<b>\$ 269,848,460</b>	<b>\$ 277,677,314</b>
Appropriation from Fund Balance*	32,149,166	15,000,000	15,000,000	15,000,000	15,000,000
<b>Total Revenues</b>	<b>\$ 279,776,690</b>	<b>\$ 270,184,814</b>	<b>\$ 277,356,055</b>	<b>\$ 284,848,460</b>	<b>\$ 292,677,314</b>
<b>APPROPRIATIONS (Object)</b>					
Salaries/Benefits	\$ 170,113,949	\$ 177,761,782	\$ 185,753,755	\$ 194,105,353	\$ 202,832,760
Operating Expenses	72,148,976	72,148,976	72,148,976	72,148,976	72,148,976
Fixed Assets	2,068,859	2,068,859	2,068,859	2,068,859	2,068,859
Transfer to Other Funds	24,562,206	12,390,364	14,784,961	14,964,797	15,312,728
Increase to Reserves	5,382,700	5,382,700	5,382,700	5,382,700	5,220,000
Appropriation for Contingency	5,500,000	5,675,000	5,890,000	6,100,000	6,320,000
<b>Total Appropriations</b>	<b>\$ 279,776,690</b>	<b>\$ 275,427,681</b>	<b>\$ 286,029,251</b>	<b>\$ 294,770,686</b>	<b>\$ 303,903,323</b>
<b>Revenue Surplus/(Shortfall)</b>	<b>\$ -</b>	<b>\$ (5,242,867)</b>	<b>\$ (8,673,197)</b>	<b>\$ (9,922,226)</b>	<b>\$ (11,226,009)</b>
<b>Less funds needed to reach 5% General Reserve</b>	<b>\$ -</b>	<b>\$ (397,784)</b>	<b>\$ (502,479)</b>	<b>\$ (517,750)</b>	<b>\$ (381,748)</b>
<b>Total Revenue Surplus/Shortfall</b>	<b>\$ -</b>	<b>\$ (5,640,651)</b>	<b>\$ (9,175,676)</b>	<b>\$ (10,439,976)</b>	<b>\$ (11,607,757)</b>
<b>General Reserve</b>	<b>\$ 8,469,708</b>	<b>\$ 8,867,492</b>	<b>\$ 9,369,971</b>	<b>\$ 9,887,721</b>	<b>\$ 10,269,469</b>
<b>Designated for Capital Projects</b>	<b>\$ 5,000,000</b>	<b>\$ 10,000,000</b>	<b>\$ 15,000,000</b>	<b>\$ 20,000,000</b>	<b>\$ 25,000,000</b>
<b>Audit Reserve</b>	<b>\$ 240,000</b>	<b>\$ 240,000</b>	<b>\$ 240,000</b>	<b>\$ 240,000</b>	<b>\$ 240,000</b>
<b>Public Safety Facility Reserve</b>	<b>\$ 440,000</b>	<b>\$ 660,000</b>	<b>\$ 880,000</b>	<b>\$ 1,100,000</b>	<b>\$ 1,320,000</b>

## NEXT STEPS FOR BUDGET ADOPTION

Budget Hearings on the adoption of the Final Budget will be held in September 2017. The final budget recommendations presented for approval during this meeting will incorporate any State or federal actions that affect the County's budget and will reflect final fund balance carryover figures. At the conclusion of the hearing, the Board will be asked to move forward with the adoption of the FY 2017-18 Budget Resolution to formally adopt the budget.



El Dorado County is one of the original 27 counties into which the state of California was divided at its organization and admission to the union in 1850.

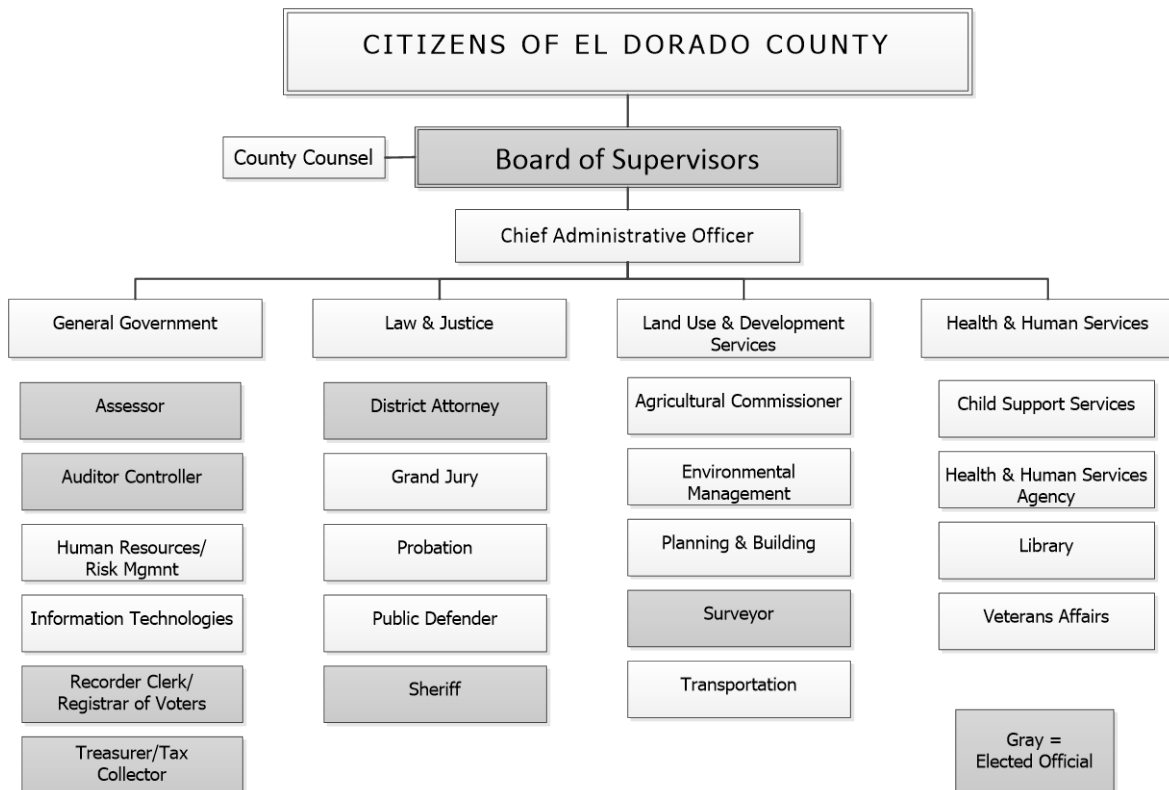
Under the California state constitution, counties are required to provide health care, welfare, and criminal justice programs, and enforce state and federal laws as applicable.

These services are provided to all residents within the county’s jurisdiction. In addition, El Dorado County provides regional services such as libraries, parks and recreation, performing arts facilities, weights and measures inspection, and pesticide regulation.

Two incorporated cities are located within El Dorado County: Placerville and South Lake Tahoe. The County also provides municipal services such building inspection and road maintenance for residents of unincorporated areas.

COUNTY ORGANIZATION

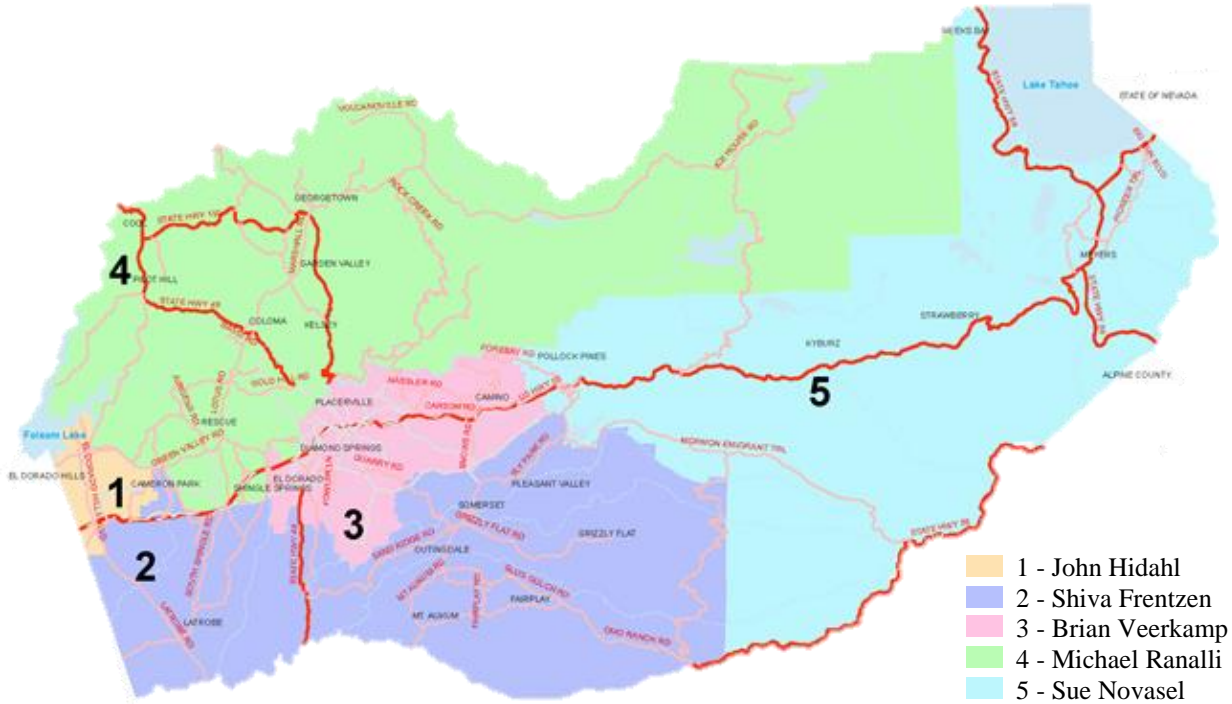
The organization is divided into four functional service areas that represent categories of services to residents. El Dorado is one of 14 California counties that operate under a charter, allowing the County a limited degree of control over the number and duties of the governing board and some officials. A majority of the department directors are appointed by the Board of Supervisors, while other officials are elected to serve a four-year term.



# EL DORADO COUNTY PROFILE & DEMOGRAPHICS

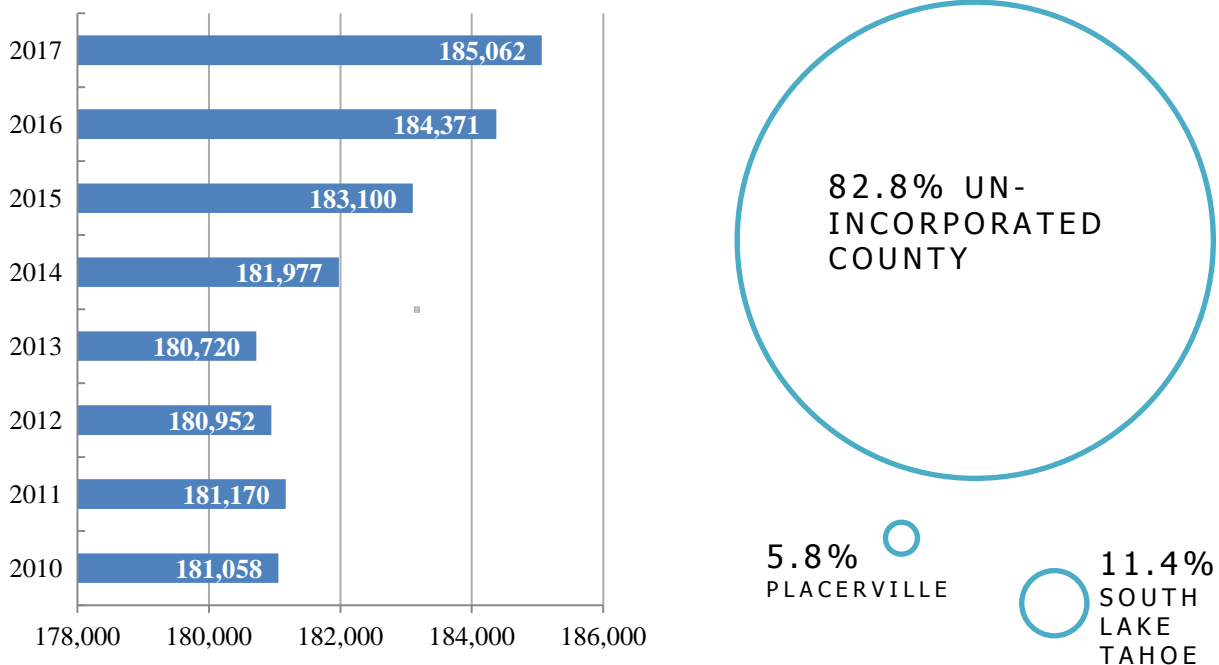
## BOARD OF SUPERVISORS

The Board of Supervisors has authority to perform all the duties vested in it by the Constitution, general law, and the charter. The Board of Supervisors appoints the Chief Administrative Officer, members of boards and commissions and nonelected department heads. The Board of Supervisors is comprised of five members, one elected from each County district.



## TOTAL POPULATION

Over the last 10-year period, El Dorado County grew 2.5 percent. The majority of El Dorado County citizens (153,295) reside outside of the two incorporated cities of Placerville and South Lake Tahoe.



Source: State of California, Department of Finance, E-5 Population and Housing Estimates.

# 2017-2018

## PROFILE & DEMOGRAPHIC DATA

### TAXES COLLECTED (Total FY 2015-16, in millions)

\$182.9	Placer
\$488.0	Sacramento
<b>\$98.5</b>	<b>El Dorado</b>
\$22.8	Amador

(FY 2015-16, Per Resident)

\$1,523	Placer
\$1,057	Amador
\$934	Sacramento
<b>\$643</b>	<b>El Dorado</b>

### COUNTY EMPLOYEES (per 1,000 residents; includes city populations)

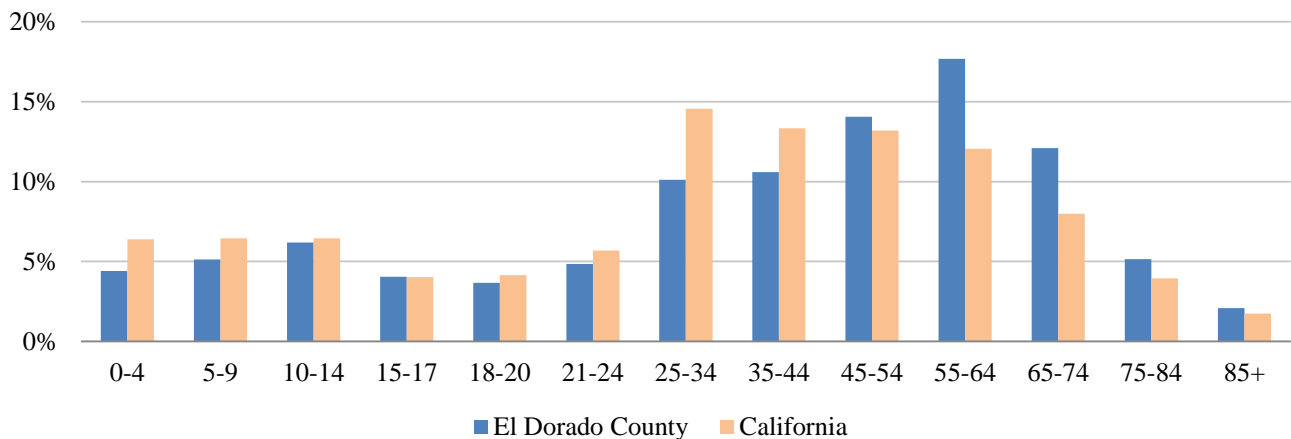
6.9	Yolo
7.6	Placer
8.0	Nevada
8.0	Sacramento
9.6	San Luis Obispo
9.7	Amador
<b>10.2</b>	<b>El Dorado</b>
10.3	Sutter
10.8	Butte

### COUNTY EMPLOYEES (per 1,000 residents; Un-incorporated County)

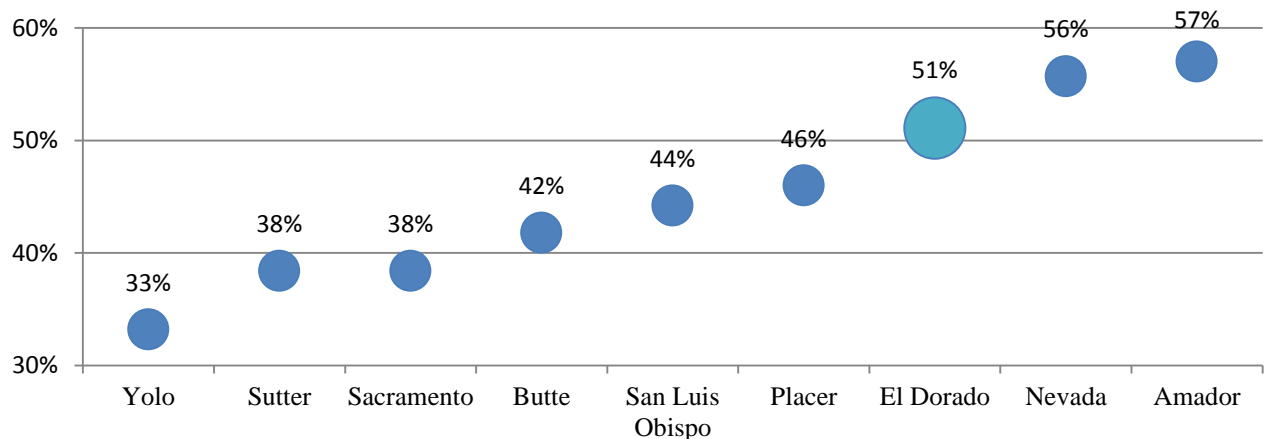
11.8	Nevada
<b>12.3</b>	<b>El Dorado</b>
16.9	Amador
20.8	Sacramento
22.4	San Luis Obispo
26.0	Placer
30.5	Butte
48.0	Sutter
50.4	Yolo

Source: County individual recommended budgets, FY 2016-17

### POPULATION BY AGE GROUP



### PERCENT OF POPULATION 45 YEARS AND OVER

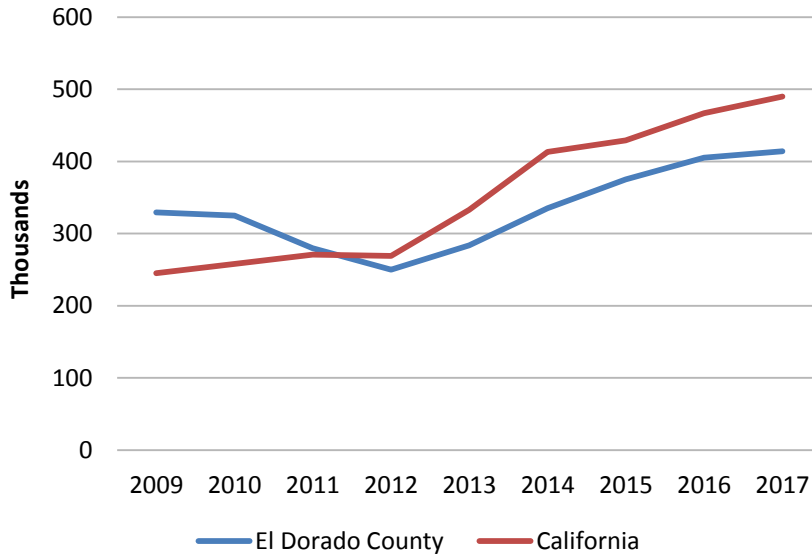


Source: U.S. Census Bureau, 2015 American Community Survey 5-Year Estimates

## HOUSING

In El Dorado County there are approximately 90,000 housing units. For the County as a whole, 78% of homes in the County are occupied by the owner. However, this number is 44% in South Lake Tahoe, as many in that area of the county are second homes and not the primary residence of the owner.

## SINGLE-FAMILY MEDIAN HOME SALE PRICES



El Dorado County home values have increased 7.9% over the past year.

The median home value of owner-occupied housing is \$418,800.

The median list price per square foot in El Dorado County is \$239, which is higher than the Sacramento Metro average of \$220. The median price of homes currently listed in El Dorado County is \$529,000.

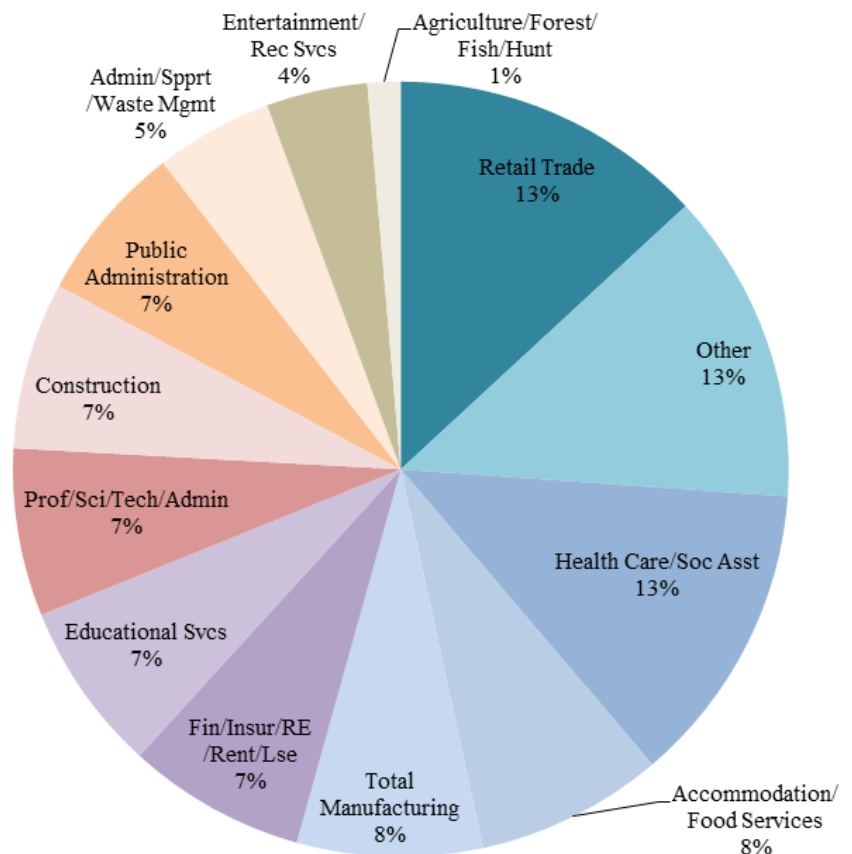
Source: California Association of Realtors, 2017

## ECONOMY

El Dorado County enjoys a diverse economy.

The largest employment sectors are Retail Trade with 10,989 employed, and Health & Social Services with 10,597 persons. The Accommodation & Food Services, the Finance, Insurance, and Real Estate, and the Manufacturing sectors each employ over 6,000 El Dorado County Residents.

The average per capita income in 2015 was \$38,082, which is 20% higher than the state average of \$31,587, and the median household income was \$79,019 (compared to \$64,500 state average). The County poverty rate is 8.7%, which is approximately three-fifths of the rate in California as a whole (15.3%).

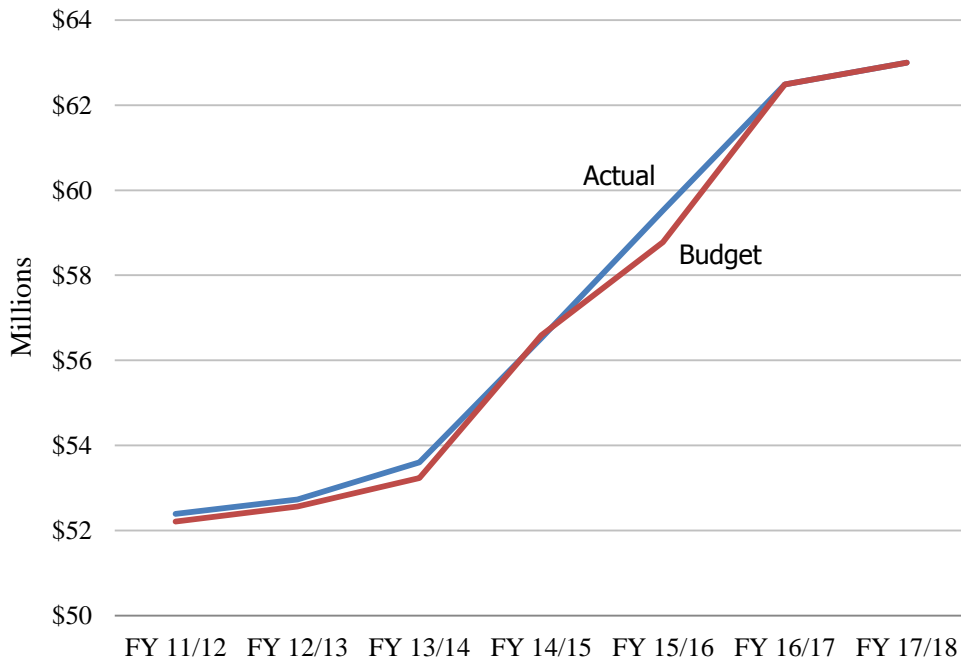


Source: U.S. Census Bureau, 2015 American Community Survey 5-Year Estimates

PROPERTY TAX

All real and some personal property (unless exempted), is assessed and taxed under the State Constitution and Revenue & Taxation Code.

Property taxes are a major source of unrestricted revenue for the County general fund, schools, cities, and special districts. Proposition 13 establishes the current method of assessment. Property owners may also vote to include certain types of additional special assessments along with property taxes. The County Assessor maintains the inventory of assessable property and prepares the assessment rolls. The Auditor maintains the tax rates, calculates the taxes due and adds any special assessments.



How is property tax revenue distributed?

Property taxes are allocated within a county based upon the historical share of property tax received by local agencies prior to Proposition 13. Under certain conditions, taxes may be reallocated.

Schools (K-12, Community College & Office of Ed) – 38.8 %      South Tahoe Redevelopment Successor Agency – 1.8 %      County – 23.5 %



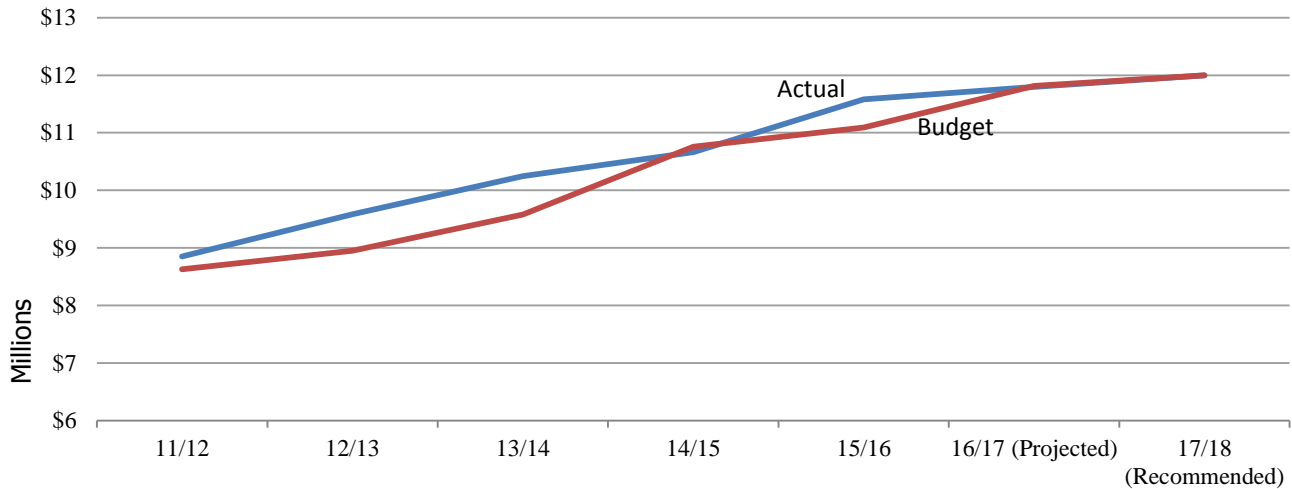
Cities – 2.4%      Cities & County in Lieu\* – 9%      Special Districts – 24.3 %

\*Includes Cities in Lieu Vehicle License Fee - 0.9% and County in Lieu Vehicle License Fee - 6.3% – which represents the Exchange of Property Tax for County/City's Vehicle License Fees; and Cities in Lieu Sales & Use Tax - 0.5% and County in Lieu Sales & Use Tax - 1.1% – which represents the exchange of Property Tax for County/City's Sales and Use Tax.



## SALES TAX

The Bradley-Burns Uniform Sales and Use Tax Law provides for a city/county rate of 1.25%. One-quarter cent of the levy is sent to the county-wide regional transportation fund. The balance goes to support local government general funds.

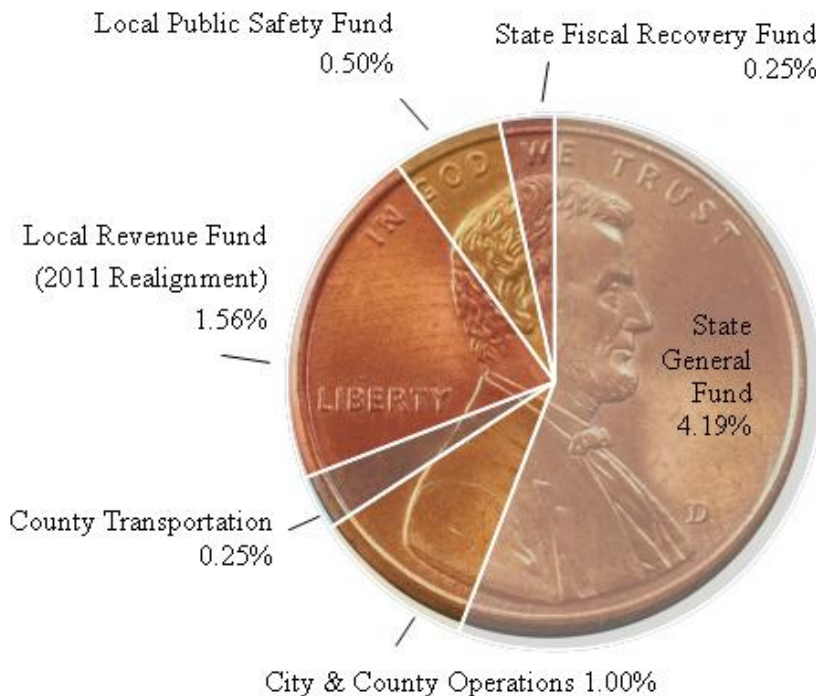


Source: El Dorado County Final Budget, 2010-11 through 2015-16

Proposition 30, which was passed by voters in the November 2012 general election, increases the statewide sales tax rate by one-quarter cent. The increase is effective for four years from January 1, 2013 through December 31, 2016. Revenues from the tax will go to K-12 schools and community colleges. It will also fund public safety services that were transferred from the state to local governments in 2011.

### How is Sales Tax Allocated?

El Dorado County, together with the cities of Placerville and South Lake Tahoe, receive 1% of the 7.5% statewide rate. The City of South Lake Tahoe imposes an additional 0.50% tax over the state rate.





## Public Safety

- Coordinate services among providers and the community to leverage resources, reduce constraints and enhance public safety
- Ensure fair and accessible adult and juvenile justice systems
- Proactively prepare for emergencies, providing swift response and information to the public and other appropriate organizations

## Good Governance

- Establish sound fiscal policies and enable trust and transparency
- Provide timely and accurate analysis to support decision-making
- Be accountable with respect to laws, regulations and policies

## Infrastructure

- Manage, preserve and safeguard facilities; anticipate the needs of County staff and the public to ensure continuation of services at all buildings, parks, open spaces, trails, and cemeteries
- Provide a safe, well-planned & maintained transportation network, anticipating County needs
- Ensure safe & healthy communities through regulatory & policy compliance

## El Dorado County Budget Policies – Adopted May 19, 2015

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1. **Pursue Operational Efficiencies:** Eliminate, combine or reorganize programs or processes to reduce expenditures and/or respond to changing needs or priorities. Identify lower priority programs that can be reduced or eliminated to free up resources to fund higher priority programs. Carefully review and justify all expenditure line items to identify possible cost reductions. Identify and implement training programs, utilize Information Technology and promote interdepartmental cooperation to maximize operational efficiencies.
2. **Maximize the Board's Discretion:** Except where the Board has previously made a decision to earmark revenues for a particular purpose, wherever legally possible, revenues are to be treated as discretionary resources, rather than as dedicated to a particular program or service. The goal is to give the Board as much flexibility as possible in allocating resources to local priorities, based on the strategic plan.
3. **Pursuit of New Revenues:** Pursue new revenues to the fullest extent possible for all services, as well as total cost identification (including departmental overhead and indirect costs) for fee setting purposes. To the extent possible, any new revenues for programs receiving General Fund support should be used to offset the cost of existing staff and programs, rather than funding new staff or programs.
4. **New or Enhanced Discretionary Programs:** Departments should not propose new or enhanced programs unless those programs are fully funded (including overhead costs) by a grant or other dedicated revenue source. Departments submitting requests for new or enhanced discretionary-funded programs should identify lower priority programs in the Department that can be reduced or eliminated to generate discretionary resources to fund the new programs. New or enhanced discretionary funded programs will only be recommended/approved to the extent the annual General Fund Five Year Forecast identifies sufficient funding capacity.
5. **County Share:** If funding is reduced, there should be no increased County share for programs funded primarily from non-General Fund sources unless increased County share is mandated or the Board of Supervisors has previously determined that this program is a high priority for use of limited General Fund dollars.
6. **Vacant and New Positions:** All unfunded positions should be clearly identified and discussed with the Chief Administrative Office. New positions will not be considered unless the positions are funded by secure, on-going, non-General Fund sources or there is a significant and compelling reason that the position is needed.
7. **General Fund Contingency:** Place a minimum of 3% of adjusted General Fund appropriations into Contingency to be used during the fiscal year to address unanticipated expenditure increases or revenue decreases. If a department's overall budget will be over-expended because of circumstances beyond the department's control, i.e., unbudgeted sick leave, vacation and comp time payoffs, equipment failure, operational emergencies, the department head shall request a transfer from contingency to cover such

## El Dorado County Budget Policies – Adopted May 19, 2015

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over-expenditures by submitting a Board agenda item and budget transfer to the Chief Administrative Office, providing adequate justification.

8. **General Reserves:** Transfer funds to and from the General Fund Reserves toward a goal of having General Fund Reserves equivalent to approximately 5% of adjusted General Fund. General Reserves are to be maintained at this level at all times, except in the case of a Board recognized fiscal emergency.
9. **Capital Reserves:** Once General Reserves and General Fund Contingency equal 8% of adjusted General Fund appropriations, the Board may choose to transfer any remaining un-appropriated discretionary resources to the Designations for Capital Projects to be retained to assist in addressing unmet capital needs and building a replacement reserve. A standard measurement used for determining the required budget to properly maintain public facilities is 2 to 4 percent of their replacement value. For example, currently the replacement value of County owned facilities is \$250,000,000. Beginning in FY 2016-17 the goal is to set aside 2%, or \$5,000,000, annually into the Capital Reserve.
10. **Other Post-Employment Benefits (OPEB):** Continue to pay as you go the County's OPEB liability. Allocate OPEB costs to the relevant County departments based on a State –approved allocation formula. If fiscal conditions improve, the Board may choose to allocate un-appropriated discretionary resources to fund the OPEB liability based on actuarial analysis. This section of the policy shall be reviewed in 2018.

**MISSION**

The Assessor is an elected official who is responsible for discovering, inventorying and valuing all taxable property in the County, including residential, commercial, industrial and undeveloped properties, as well as personal property used in the course of business, boats, airplanes, and mining claims. The Assessor prepares and submits the secured, unsecured, and supplemental assessment rolls for use in preparation of assessments for taxation by the various taxing agencies. The Assessor has the duty of local administration, preparation and maintenance of the master property file, ownership records of all assessable real and personal property, Assessor’s Parcel Number’s and accounts.

**DEPARTMENT BUDGET SUMMARY**

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Charges for Service	\$ 261,173	\$ 180,000	\$ 255,000	\$ 255,000	\$ 75,000	42%
Misc.	\$ 90,895	\$ 15,000	\$ 100,000	\$ 100,000	\$ 85,000	567%
Other Financing Sources	\$ 258,733	\$ 496,400	\$ 538,750	\$ 538,750	\$ 42,350	9%
<b>Total Revenue</b>	<b>\$ 610,801</b>	<b>\$ 691,400</b>	<b>\$ 893,750</b>	<b>\$ 893,750</b>	<b>\$ 202,350</b>	<b>29%</b>
Salaries and Benefits	\$ 3,457,789	\$ 3,830,752	\$ 4,028,137	\$ 4,028,137	\$ 197,385	5%
Services & Supplies	\$ 126,716	\$ 152,521	\$ 134,854	\$ 134,854	\$ (17,667)	-12%
Other Charges	\$ 25	\$ 500	\$ 500	\$ 500	\$ -	0%
Fixed Assets	\$ -	\$ 50,000	\$ 28,000	\$ 28,000	\$ (22,000)	-44%
Operating Transfers	\$ -	\$ -	\$ 198,000	\$ 198,000	\$ 198,000	
Intrafund Transfers	\$ 11,872	\$ 13,418	\$ 11,401	\$ 11,401	\$ (2,017)	-15%
<b>Total Appropriations</b>	<b>\$ 3,596,402</b>	<b>\$ 4,047,191</b>	<b>\$ 4,400,892</b>	<b>\$ 4,400,892</b>	<b>\$ 353,701</b>	<b>9%</b>
<b>Net County Cost</b>	<b>\$ 2,985,601</b>	<b>\$ 3,355,791</b>	<b>\$ 3,507,142</b>	<b>\$ 3,507,142</b>	<b>\$ 151,351</b>	<b>5%</b>
FTEs	36.0	37.8	37.8	37.8	0.0	0%

**MAJOR BUDGET CHANGES**

Revenue

*Charges for Services*

\$75,000 Increase in revenues projected from the 5% administration fee on the supplemental roll.

*Miscellaneous*

\$85,000 Increase in Fee revenues from Proposition 90 applications to transfer base year assessed value. The budget has been adjusted to reflect current revenue estimates.

*Operating Transfers*

\$42,350 Increase due to increased use of the Department’s Modernization special revenue fund.



# Assessor

## RECOMMENDED BUDGET • FY 2017 - 18

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### Appropriations

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#### *Salaries and Benefits*

- \$153,542      General Salary and Benefit increases due primarily to increases in CalPERS retirement costs, health insurance benefits, and flexible benefits.
- \$43,843      Increase in Temporary Employees expense, partially funded by revenues from the department's Modernization special revenue fund.

#### *Services and Supplies*

- (\$17,667)      Services and Supplies are reduced to be in line with prior year actuals.

#### *Fixed Assets*

- (\$22,000)      The Department budgeted \$50,000 in Fixed Assets in FY 2016-17 to purchase furniture related to the building renovation. The purchase was not completed, and the estimated cost has decreased to \$28,000. This funding will be provided from the Department's Modernization special revenue fund.

#### *Operating Transfers*

- \$198,000      The Department is increasing its use of its Modernization special revenue fund. The increased funding will be used to purchase furniture related to the building renovation, and to offset some of the General Fund cost of the new property tax administration system.

## PROGRAM SUMMARIES

### *Administration & Management*

Provides leadership, oversight, direction and support for the Department and is responsible for administrative and business support functions including budgeting, accounting, payroll, personnel, purchasing and contract coordination, computer services and support and clerical operations.

### *Appraisal*

This function is responsible for determining the fair market value of real property that has undergone a complete or partial change of ownership, new construction or other event that triggers a reappraisal under California Property Tax law. Conducts field appraisal work, enrolls unpermitted construction and performs special appraisals of Williamson Act and Timber Production Zone property. Real Property includes land, mines, quarries, timber, structures, buildings, fixtures, fences, fruit or nut bearing trees and vines not exempted. Responsible for annual appraisal of business property and assessable personal property such as boats, airplanes, apartment/hotel/motel furnishings and possessory interests. Under Proposition 8, this function also determines the lower of factored base year value or market value. This function also includes the audit of reporting, appraisal and assessment of business property and determines the value of property acquired by public agencies when necessary or requested. Appraisers and Auditor/Appraisers also research, negotiate, prepare and defend values and represent the Assessor

before the Assessment Appeals Board. All staff in this function making value determinations are required to maintain valid certification through the State Board of Equalization and meet State continuing education requirements.

#### *Assessment*

Upon receipt of reappraised property value from the appraisal function, this group is responsible for the accurate generation of appropriate assessments. This includes providing lawful notice to the property owner, record keeping and assessment transmission to the Auditor for tax calculation. Processes all assessment roll corrections and escape assessments. Makes all changes to property characteristic data and other information in the property system.

#### *Discovery & Inventory*

Discovery is responsible for locating and identifying potential changes in the ownership, character and configuration of all assessable property. Reviews recorded documents, recorded maps, unrecorded information from property owners, lessors, federal and state, county and city governments. Catalogs and determines appropriate processing to be applied to identified changes in ownership, new construction, partial interest transfers and business assets, possessory interests, mining claims, boats, aircraft and others. Initiates inquiries to clarify assessable nature of various transactions of indeterminate nature.

Inventory is charged with the responsibility for analyzing and processing all changes to the master property inventory. Also processes parcel map changes and makes Jarvis/Gann reappraisability determinations. Responds to public inquiry about reassessability of proposed actions and initiates inquiry where clarification is required. Processes exemption applications from homeowners, veterans, disabled veterans and transactions qualifying for exclusion as parent/child or replacement residence transfers as well as entities meeting the requirements for educational, welfare or religious or other organizational exemptions. Maintains inventory of more than 100,000 parcels, 37,000 timeshares, 4,500 businesses, 4,000 boats, mining claims, mutual water companies, apartments, possessory interests and other assessable personal property.

#### *IT & GIS Technology*

The Assessor's computerized property system consists of the mainframe computer property system and several substantial additional systems operating on the Intranet. A portion of this function is responsible for the operation, maintenance and enhancement of these systems. The GIS analyst position is responsible for all parcel map activity, as well as mapping related tasks unique to the Assessor such as Tax Rate Area changes, parcel renumber operations and the library of historical parcel maps. A small amount of revenue is derived from the sale of assessment data. This function will assume a lead role in the transition to the new property system including responsibility for data conversion, business process analysis, process modification, system training and implementation that will begin in FY 2017-18.

# Assessor

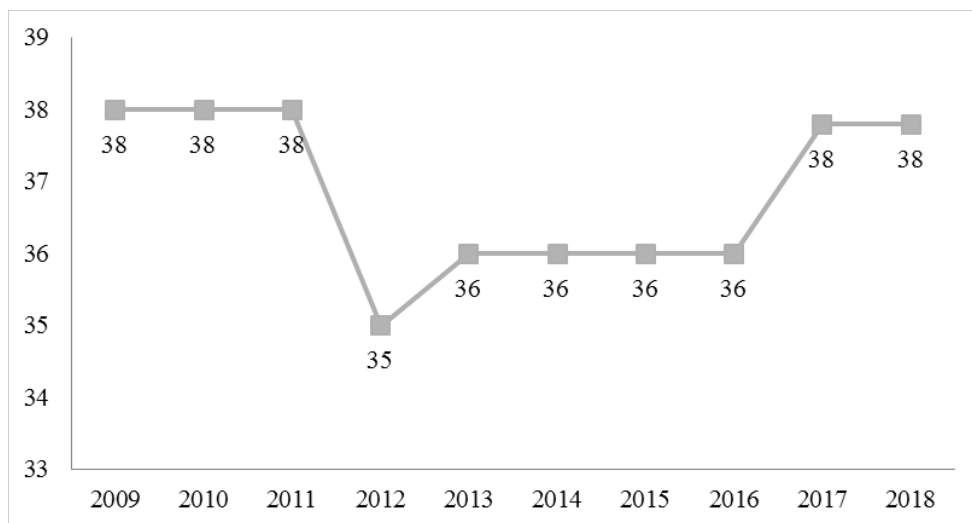
## RECOMMENDED BUDGET • FY 2017 - 18

### BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Administration & Management	\$ 372,803	\$ -	\$ 372,803	3.1
Appraisal	\$ 1,607,585	\$ 428,607	\$ 1,178,978	13.9
Assessment	\$ 676,232	\$ 451,091	\$ 225,141	5.8
Discovery & Inventory	\$ 1,410,765	\$ -	\$ 1,410,765	13.6
IT & GIS Technology	\$ 333,507	\$ 14,053	\$ 319,455	1.4
<b>Total</b>	<b>\$ 4,400,892</b>	<b>\$ 893,750</b>	<b>\$ 3,507,142</b>	<b>37.8</b>

### STAFFING TREND

Staffing for the Assessor’s Office declined during the economic recession to as low of 35 FTEs. Since the recovery, it has remained fairly flat. The recommended staff allocation for FY 2017-18 is 37.8 FTEs.



### RECOMMENDED BUDGET

This Budget is recommended at \$4,400,892. The Recommended Budget represents an overall increase of \$202,350 (29%) in revenues and an increase of \$353,701 (9%) in appropriations when compared to the FY 2016-17 Adopted Budget. As a result, the Net County Cost has increased by \$151,351 (5%) to \$4,400,892. The increase in NCC can be mostly attributed to increases in Salaries and Benefits.

Fee revenue from Proposition 90 applications to transfer base year assessed value have increased dramatically in FY 2016-17 and are expected to continue at this level for FY 2017-18. The budget has been adjusted to reflect current revenue estimates.

The CAO increased the use of the Department’s special revenue fund to reduce the General Fund impact of the new property tax administration system. The Assessor has agreed with this use of funds. This fund will provide approximately \$153,000 toward this project.

#### CAO Adjustments

There are no additional CAO adjustments recommended for FY 2017-18.

Sources & Uses of Funds

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The Assessor is primarily funded with General Fund discretionary revenues, but also receives a share of the fees charged for the separate assessment of timeshares and a share of the 5% administration fee for the supplemental property tax roll. Revenues are also derived from the application fee for Proposition 90 base year transfers, and Modernization special revenue fund. Expenditures are primarily related to staffing and costs associated with running the office.

The Recommended Budget includes the use of \$246,000 from the Assessor’s Modernization special revenue fund. This fund receives approximately \$20,000 per year, and can be used to fund costs related to the creation, retention, automation, and retrieval of property information. In FY 2017-18, this funding will be used to purchase furniture related to the building renovation, to create a storage space, to offset a portion of the cost of Extra Help staffing, and to offset some of the General Fund cost of the new property tax administration system.

FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 05 ASSESSOR

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
1300	ASSESSMENT & TAX COLLECTION FEES	175,000	175,000	250,000	250,000	75,000
1740	CHARGES FOR SERVICES	5,000	5,000	5,000	5,000	0
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	180,000	180,000	255,000	255,000	75,000
1940	MISC: REVENUE	15,000	15,000	100,000	100,000	85,000
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	15,000	15,000	100,000	100,000	85,000
2020	OPERATING TRANSFERS IN	496,400	496,400	538,750	538,750	42,350
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	496,400	496,400	538,750	538,750	42,350
<b>TYPE: R SUBTOTAL</b>		691,400	691,400	893,750	893,750	202,350

# Assessor

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 05 ASSESSOR

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	2,578,849	2,578,849	2,601,524	2,601,524	22,675
3001 TEMPORARY EMPLOYEES	0	0	43,843	43,843	43,843
3005 TAHOE DIFFERENTIAL	12,000	12,000	12,000	12,000	0
3006 BILINGUAL PAY	2,080	2,080	2,080	2,080	0
3020 RETIREMENT EMPLOYER SHARE	537,097	537,097	569,975	569,975	32,878
3022 MEDI CARE EMPLOYER SHARE	34,484	34,484	37,921	37,921	3,437
3040 HEALTH INSURANCE EMPLOYER	585,677	585,677	658,365	658,365	72,688
3042 LONG TERM DISABILITY EMPLOYER	5,908	5,908	6,509	6,509	601
3043 DEFERRED COMPENSATION EMPLOYER	4,156	4,156	4,140	4,140	-16
3046 RETIREE HEALTH: DEFINED	37,668	37,668	43,290	43,290	5,622
3060 WORKERS' COMPENSATION EMPLOYER	26,833	26,833	30,490	30,490	3,657
3080 FLEXIBLE BENEFITS	6,000	6,000	18,000	18,000	12,000
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	<b>3,830,752</b>	<b>3,830,752</b>	<b>4,028,137</b>	<b>4,028,137</b>	<b>197,385</b>
4041 COUNTY PASS THRU TELEPHONE CHARGES	1,086	1,086	1,086	1,086	0
4100 INSURANCE: PREMIUM	18,413	18,413	11,746	11,746	-6,667
4140 MAINT: EQUIPMENT	650	650	650	650	0
4220 MEMBERSHIPS	435	435	435	435	0
4221 MEMBERSHIPS: LEGISLATIVE ADVOCACY	520	520	520	520	0
4260 OFFICE EXPENSE	12,000	12,000	12,000	12,000	0
4261 POSTAGE	22,000	22,000	22,000	22,000	0
4262 SOFTWARE	2,500	2,500	2,500	2,500	0
4263 SUBSCRIPTION / NEWSPAPER / JOURNALS	18,422	18,422	18,422	18,422	0
4266 PRINTING / DUPLICATING SERVICES	12,500	12,500	12,500	12,500	0
4300 PROFESSIONAL & SPECIALIZED SERVICES	2,800	2,800	2,800	2,800	0
4337 OTHER GOVERNMENTAL AGENCIES	1,000	1,000	1,000	1,000	0
4420 RENT & LEASE: EQUIPMENT	9,895	9,895	9,895	9,895	0
4461 EQUIP: MINOR	23,000	23,000	12,000	12,000	-11,000
4503 STAFF DEVELOPMENT	3,000	3,000	3,000	3,000	0
4529 SOFTWARE LICENSE	6,300	6,300	6,300	6,300	0
4600 TRANSPORTATION & TRAVEL	2,000	2,000	2,000	2,000	0
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	8,000	8,000	8,000	8,000	0
4605 RENT & LEASE: VEHICLE	3,000	3,000	3,000	3,000	0
4606 FUEL PURCHASES	2,500	2,500	2,500	2,500	0
4608 HOTEL ACCOMMODATIONS	2,500	2,500	2,500	2,500	0
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>152,521</b>	<b>152,521</b>	<b>134,854</b>	<b>134,854</b>	<b>-17,667</b>
5300 INTERFND: SERVICE BETWEEN FUND	500	500	500	500	0
<b>CLASS: 50 OTHER CHARGES</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>0</b>
6040 FIXED ASSET: EQUIPMENT	50,000	50,000	28,000	28,000	-22,000
<b>CLASS: 60 FIXED ASSETS</b>	<b>50,000</b>	<b>50,000</b>	<b>28,000</b>	<b>28,000</b>	<b>-22,000</b>
7000 OPERATING TRANSFERS OUT	0	0	198,000	198,000	198,000
<b>CLASS: 70 OTHER FINANCING USES</b>	<b>0</b>	<b>0</b>	<b>198,000</b>	<b>198,000</b>	<b>198,000</b>
7223 INTRAFND: MAIL SERVICE	10,083	10,083	10,773	10,773	690
7224 INTRAFND: STORES SUPPORT	585	585	628	628	43
7231 INTRAFND: IS PROGRAMMING SUPPORT	2,500	2,500	0	0	-2,500
7232 INTRAFND: MAINT BLDG & IMPROVMNTS	250	250	0	0	-250
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>13,418</b>	<b>13,418</b>	<b>11,401</b>	<b>11,401</b>	<b>-2,017</b>
<b>TYPE: E SUBTOTAL</b>	<b>4,047,191</b>	<b>4,047,191</b>	<b>4,400,892</b>	<b>4,400,892</b>	<b>353,701</b>
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>3,355,791</b>	<b>3,355,791</b>	<b>3,507,142</b>	<b>3,507,142</b>	<b>151,351</b>
<b>DEPARTMENT: 05 SUBTOTAL</b>	<b>3,355,791</b>	<b>3,355,791</b>	<b>3,507,142</b>	<b>3,507,142</b>	<b>151,351</b>

## PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
Assessor	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Appraiser I/II/Sr	13.00	13.00	13.00	-
Assessment Technician I/II/Sr	7.80	7.80	7.80	-
Assistant Assessor - Valuation	1.00	1.00	1.00	-
Assistant Assessor - System Support	1.00	1.00	1.00	-
Auditor-Appraiser/Senior Auditor-Appraiser	2.00	2.00	2.00	-
Cadastral Drafter	1.00	1.00	1.00	-
GIS Analyst I/II	1.00	1.00	1.00	-
Information Technology Department Coord	1.00	1.00	1.00	-
Property Transfer Specialist	4.00	4.00	4.00	-
Property Transfer Supervisor	1.00	1.00	1.00	-
Supervising Appraiser	1.00	1.00	1.00	-
Supervising Assessment Technician	1.00	1.00	1.00	-
Supervising Auditor/Appraiser	1.00	1.00	1.00	-
<b>Department Total</b>	<b>37.80</b>	<b>37.80</b>	<b>37.80</b>	<b>-</b>

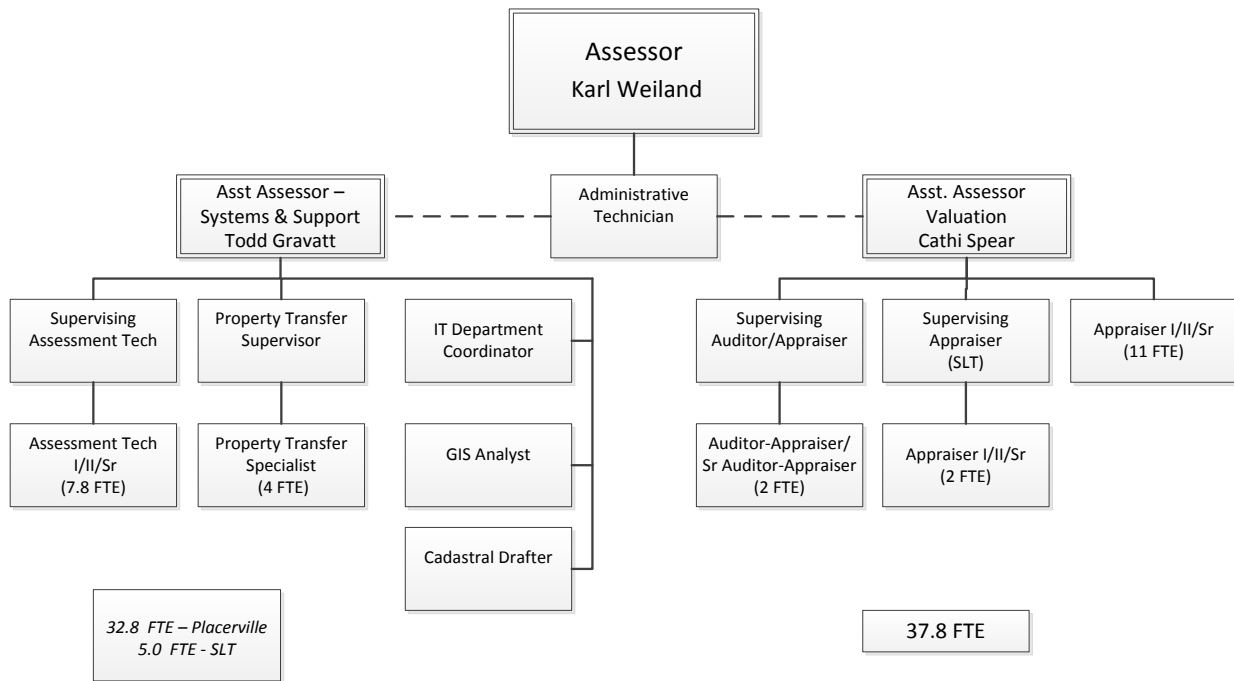


# Assessor

RECOMMENDED BUDGET • FY 2017 - 18

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## ORGANIZATIONAL CHART



# Auditor-Controller

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The Auditor-Controller is an elected official who serves as the County's chief accounting and disbursing officer. Responsibilities of the Auditor-Controller include: pre-audits and payment of claims made by the County for goods and services; property control for County government fixed assets; accounting for and issuance of payroll to County employees; maintenance of revenue and expenditure accounts for all units of County government and special districts; financial control over fund balances and property tax collections; development and implementation of accounting systems; technical assistance in budget preparation; preparation of the A-87 Cost Allocation Plan and other special budgetary information; preparation of claims for State-mandated costs (SB90); assistance in development of long-range financial planning.

### DEPARTMENT BUDGET SUMMARY

	15-16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Charges for Service	\$ 438,701	\$ 522,198	\$ 375,100	\$ 375,100	\$ (147,098)	-28%
Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Other	\$ 47,051	\$ 85,150	\$ 212,520	\$ 212,520	\$ 127,370	150%
Total Revenue	\$ 485,752	\$ 607,348	\$ 587,620	\$ 587,620	\$ (19,728)	-3%
<b>Salaries &amp; Benefits</b>	<b>\$ 3,102,482</b>	<b>\$ 3,320,187</b>	<b>\$ 3,447,916</b>	<b>\$ 3,447,916</b>	<b>\$ 127,729</b>	<b>4%</b>
Services & Supplies	\$ 72,160	\$ 101,567	\$ 79,737	\$ 79,737	\$ (21,830)	-21%
Other Charges	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Fixed Assets		\$ 6,800	\$ -	\$ -	\$ (6,800)	0%
Intrafund Transfers	\$ 20,714	\$ 11,122	\$ 10,462	\$ 10,462	\$ (660)	-6%
Intrafund Abatements	\$ (47,418)	\$ (40,000)	\$ (40,750)	\$ (40,750)	\$ (750)	2%
<b>Total Appropriations</b>	<b>\$ 3,147,938</b>	<b>\$ 3,399,676</b>	<b>\$ 3,497,365</b>	<b>\$ 3,497,365</b>	<b>\$ 97,689</b>	<b>3%</b>
<b>Net County Cost</b>	<b>\$ 2,662,186</b>	<b>\$ 2,792,328</b>	<b>\$ 2,909,745</b>	<b>\$ 2,909,745</b>	<b>\$ 117,417</b>	<b>4%</b>
FTEs	26.0	26.0	26.0	26.0	0.0	0%

### MAJOR BUDGET CHANGES

#### Revenue

##### *Charges for Services*

(\$48,000) Decrease in accounting services revenue, reflecting one-time revenues of \$60,450 related to refinancing and the new issue of Mello Roos bonds in FY 2016-17.

(\$105,598) Decrease in Interfund Revenue due primarily to the shift in recording reimbursement for staff time spent on FENIX from Interfund Revenue to Operating Transfers.

##### *Charges for Services*

\$127,370 Reimbursement for staff time spent on the FENIX (\$117,000) project is now being recorded as a transfer in from the ACO fund. Funding to reimburse the Department for staff time spent on implementation of the new property tax administration system (\$38,000) will also be transferred in from the ACO fund.

# Auditor-Controller

## RECOMMENDED BUDGET • FY 2017 - 18

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### Appropriations

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#### *Salaries and Benefits*

\$127,729      Increase due primarily to increases in PERS costs, health rates, and the addition of 0.4 FTE Accountant I/II in January 2017 to work on the FENIX project.

#### *Services and Supplies*

(\$23,000)      Decrease in the Department's general liability cost applied charge.

## PROGRAM SUMMARIES

### *Administration*

This Division trains and organizes workgroups to perform basic accounting and governmental record keeping tasks; coordinates bookkeeping activities of and provides general supervision over the accounts of all organizations under the fiscal control of the County Board of Supervisors. This Division prescribes accounting forms and methods of keeping the County's accounts and is responsible for the preparation and publication of the annual final budget schedules for the County.

### *Property Tax*

This Division calculates over 150,000 property tax liabilities, including changes/refunds, based upon assessed value totaling over \$300 million. The Division places more than 670,000 line items of direct charges totaling over \$31 million on the secured tax bills by working with 60 different taxing agencies with 250 different types of direct charges. The Division calculates and distributes property tax revenues to over 80 local taxing agencies. The Division files various state required reports and continually implements new legislation related to property taxes, redevelopment agencies, Educational Revenue Augmentation Fund (ERAF), Vehicle License Fee (VLF) Swap, etc.

### *Financial Reporting*

This Division provides financial reporting, accounting, and auditing support services to County operating departments and independent special districts. The Auditor-Controller's staff acts as fiscal liaison between the County, state, and federal funding agencies, and assists departmental managers in the design and implementation of accounting and bookkeeping procedures. This Division provides professional review of financial and other cost reports for departments prior to their submission to the State. Staff performs analytical review of cost applied rates such as the fleet rates and worker's compensation rates. Staff prepares the annual A87 Cost Plan and the annual draft financial statements for the county's external auditors. The County's fixed asset accounting is managed by this Division as well as the accounting and distribution of the State Transportation Development Act (TDA) funds to the various claimants. Staff within this Division is responsible for the daily management of Positive Pay with the County's bank to provide validation of daily checks issued. This Division prepares the State's required annual financial reports on behalf of 35 independent special districts as well as all of the Board governed districts.

*Payroll*

Payroll accounting prepares biweekly payroll instruments and “wage/tax reports” for the County and 21 affiliated local governmental agencies; processes ”gross to net” deductions for health insurance and other benefits, association dues, credit union banking, retirement and legal attachments (garnishments); and administers deferred compensation program for over 1,000 county employees.

*Accounting*

This Division reviews and processes accounts payable disbursement items, including employee travel reimbursements, contract payments and payments for product purchases; maintains ledger accounts and processes transactions for 40 Special Districts having independent governing boards; provides computerized financial reporting for budget item detail and account summary information to all departments and agencies, using the County Treasury as their cash depository. This Division reviews and processes the daily deposits for all county departments, schools and other agencies. The County’s purchase card program (PCard) is managed by the staff within this Division. This includes the issuance of purchase cards (392 cards), continuous modification of commodity types and dollar thresholds for cardholders, review of over 14,500 purchase card transactions that amount to over \$8.5 million in charges, reconciliation and distribution of biweekly purchase card statements and the posting of the purchase card charges to the department budgets. This Division is responsible for the records management of the Department. Annually, it scans and catalogs in excess of 100,000 document types containing more than 300,000 individual transactions with more than 500,000 pages of supporting documentation. This Division administers five Mello Roos districts providing all accounting services, annual reports, calculating the annual special tax levy, debt service management, and administration of all delinquencies. Staff administers funding for the Missouri Flat MC&FP development through an analysis of the quarterly sales tax reports from BOE to determine the amounts generated from new businesses that must be transferred to the restricted fund for this project.

**BUDGET SUMMARY BY PROGRAM**

	<b>Appropriations</b>	<b>Revenues</b>	<b>Net County Cost</b>	<b>Staffing</b>
Administration	\$ 454,450	\$ 2,000	\$ 452,450	2.25
Property Tax	\$ 516,336	\$ 356,220	\$ 160,116	3.95
Financial Reporting	\$ 744,231	\$ 10,000	\$ 734,231	4.8
Payroll	\$ 413,043	\$ 33,800	\$ 379,243	3
Accounting	\$ 1,369,305	\$ 185,600	\$ 1,183,705	12
<b>Total</b>	<b>\$ 3,497,365</b>	<b>\$ 587,620</b>	<b>\$ 2,909,745</b>	<b>26</b>

**BEST PRACTICES & SERVICE LEVEL INDICATORS**

In accordance with the Strategic Plan, the following best practices and service indicators will be implemented and measured throughout FY 2017-18. Results will be included in the following budget, and each year thereafter, to measure progress and levels of service.

# Auditor-Controller

## RECOMMENDED BUDGET • FY 2017 - 18

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### Service Indicators

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#### Operational Metrics

- 1) Percentage of all invoices submitted from departments and accepted by the Auditor's office. (Quarterly)

#### Service Delivery Metrics

- 1) Percentage of all invoices paid within 30 days of receipt by the County. (Quarterly)
- 2) Percentage of all Budget Transfers posted within 1 week of final approval by the Chief Administrative Office or Board of Supervisors. (Quarterly)

### STAFFING TREND

Staffing for the Auditor-Controller's Office declined during the economic recession to a low of 23 FTEs. Since the recovery, the Department's staffing allocation has remained flat. The recommended staff allocation for FY 2017-18 is 26 FTE.



### RECOMMENDED BUDGET

The Recommended Budget represents an overall decrease of \$19,728 (3%) in revenues and an increase of \$97,689 (3%) in appropriations when compared to the FY 2016-17 Adopted Budget. As a result, the Net County Cost has increased by \$117,417 (4%) to \$2,909,745. The increase in NCC can be mostly attributed to increases in Salaries and Benefits, due to the addition of 0.4 FTE Accountant in January 2017, for the FENIX project, and increases in CalPERS retirement and health insurance costs.

### CAO Adjustments

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There are no CAO adjustments recommended for FY 2017-18.

# Auditor-Controller

## RECOMMENDED BUDGET • FY 2017 - 18

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### Sources & Uses of Funds

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The Auditor-Controller is primarily funded with General Fund discretionary revenues, but receives some revenue for accounting services provided to departments and special districts. The Department also receives a share of the fees charged for the separate assessment of timeshares and a share of the 5% administration fee for the supplemental property tax roll.

Expenditures are primarily related to staffing and costs associated with running the office.

### FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 03 AUDITOR / CONTROLLER

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
1300	ASSESSMENT & TAX COLLECTION FEES	269,918	264,500	271,000	271,000	6,500
1320	AUDIT & ACCOUNTING FEES	156,966	151,500	103,500	103,500	-48,000
1800	INTERFND REV: SERVICE BETWEEN FUND	95,308	106,198	600	600	-105,598
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	522,192	522,198	375,100	375,100	-147,098
2020	OPERATING TRANSFERS IN	83,836	85,150	212,520	212,520	127,370
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	83,836	85,150	212,520	212,520	127,370
<b>TYPE: R SUBTOTAL</b>		606,028	607,348	587,620	587,620	-19,728



# Auditor-Controller

RECOMMENDED BUDGET • FY 2017 - 18

## FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 03 AUDITOR / CONTROLLER

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	2,121,110	2,214,273	2,256,595	2,256,595	42,322
3001 TEMPORARY EMPLOYEES	44,255	63,000	48,000	48,000	-15,000
3002 OVERTIME	32,086	54,975	50,867	50,867	-4,108
3004 OTHER COMPENSATION	78,250	61,268	74,942	74,942	13,674
3020 RETIREMENT EMPLOYER SHARE	459,214	492,384	511,808	511,808	19,424
3022 MEDI CARE EMPLOYER SHARE	32,547	31,678	32,292	32,292	614
3040 HEALTH INSURANCE EMPLOYER	288,045	258,031	316,621	316,621	58,590
3042 LONG TERM DISABILITY EMPLOYER	5,464	5,464	5,535	5,535	71
3043 DEFERRED COMPENSATION EMPLOYER	26,959	27,737	30,362	30,362	2,625
3046 RETIREE HEALTH: DEFINED	25,884	25,884	29,318	29,318	3,434
3060 WORKERS' COMPENSATION EMPLOYER	25,493	25,493	25,576	25,576	83
3080 FLEXIBLE BENEFITS	32,186	60,000	66,000	66,000	6,000
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	<b>3,171,493</b>	<b>3,320,187</b>	<b>3,447,916</b>	<b>3,447,916</b>	<b>127,729</b>
4041 COUNTY PASS THRU TELEPHONE CHARGES	583	651	336	336	-315
4080 HOUSEHOLD EXPENSE	100	100	100	100	0
4100 INSURANCE: PREMIUM	36,980	36,980	14,039	14,039	-22,941
4220 MEMBERSHIPS	1,802	1,155	1,160	1,160	5
4221 MEMBERSHIPS: LEGISLATIVE ADVOCACY	495	675	495	495	-180
4260 OFFICE EXPENSE	15,056	17,341	17,867	17,867	526
4261 POSTAGE	16,243	16,200	16,200	16,200	0
4266 PRINTING / DUPLICATING SERVICES	4,142	1,335	1,860	1,860	525
4300 PROFESSIONAL & SPECIALIZED SERVICES	14,025	16,825	16,450	16,450	-375
4400 PUBLICATION & LEGAL NOTICES	90	120	120	120	0
4420 RENT & LEASE: EQUIPMENT	3,583	3,660	3,660	3,660	0
4460 EQUIP: SMALL TOOLS & INSTRUMENTS	66	0	0	0	0
4461 EQUIP: MINOR	853	0	0	0	0
4462 EQUIP: COMPUTER	0	800	520	520	-280
4500 SPECIAL DEPT EXPENSE	100	1,000	850	850	-150
4503 STAFF DEVELOPMENT	2,359	2,475	3,250	3,250	775
4540 STAFF DEVELOPMENT (NOT 1099)	109	0	0	0	0
4600 TRANSPORTATION & TRAVEL	1,376	775	780	780	5
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	1,047	475	475	475	0
4605 RENT & LEASE: VEHICLE	196	165	495	495	330
4606 FUEL PURCHASES	150	160	200	200	40
4608 HOTEL ACCOMMODATIONS	600	675	880	880	205
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>99,955</b>	<b>101,567</b>	<b>79,737</b>	<b>79,737</b>	<b>-21,830</b>
6040 FIXED ASSET: EQUIPMENT	5,496	6,800	0	0	-6,800
<b>CLASS: 60 FIXED ASSETS</b>	<b>5,496</b>	<b>6,800</b>	<b>0</b>	<b>0</b>	<b>-6,800</b>
7223 INTRAFND: MAIL SERVICE	9,705	9,705	9,237	9,237	-468
7224 INTRAFND: STORES SUPPORT	117	117	209	209	92
7231 INTRAFND: IS PROGRAMMING SUPPORT	1,300	1,300	1,016	1,016	-284
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>11,122</b>	<b>11,122</b>	<b>10,462</b>	<b>10,462</b>	<b>-660</b>
7350 INTRFND ABATEMENTS: GF ONLY	-38,300	-40,000	-40,750	-40,750	-750
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	<b>-38,300</b>	<b>-40,000</b>	<b>-40,750</b>	<b>-40,750</b>	<b>-750</b>
<b>TYPE: E SUBTOTAL</b>	<b>3,249,766</b>	<b>3,399,676</b>	<b>3,497,365</b>	<b>3,497,365</b>	<b>97,689</b>
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>2,643,738</b>	<b>2,792,328</b>	<b>2,909,745</b>	<b>2,909,745</b>	<b>117,417</b>
<b>DEPARTMENT: 03 SUBTOTAL</b>	<b>2,643,738</b>	<b>2,792,328</b>	<b>2,909,745</b>	<b>2,909,745</b>	<b>117,417</b>

# Auditor-Controller

RECOMMENDED BUDGET • FY 2017 - 18

## PERSONNEL ALLOCATION

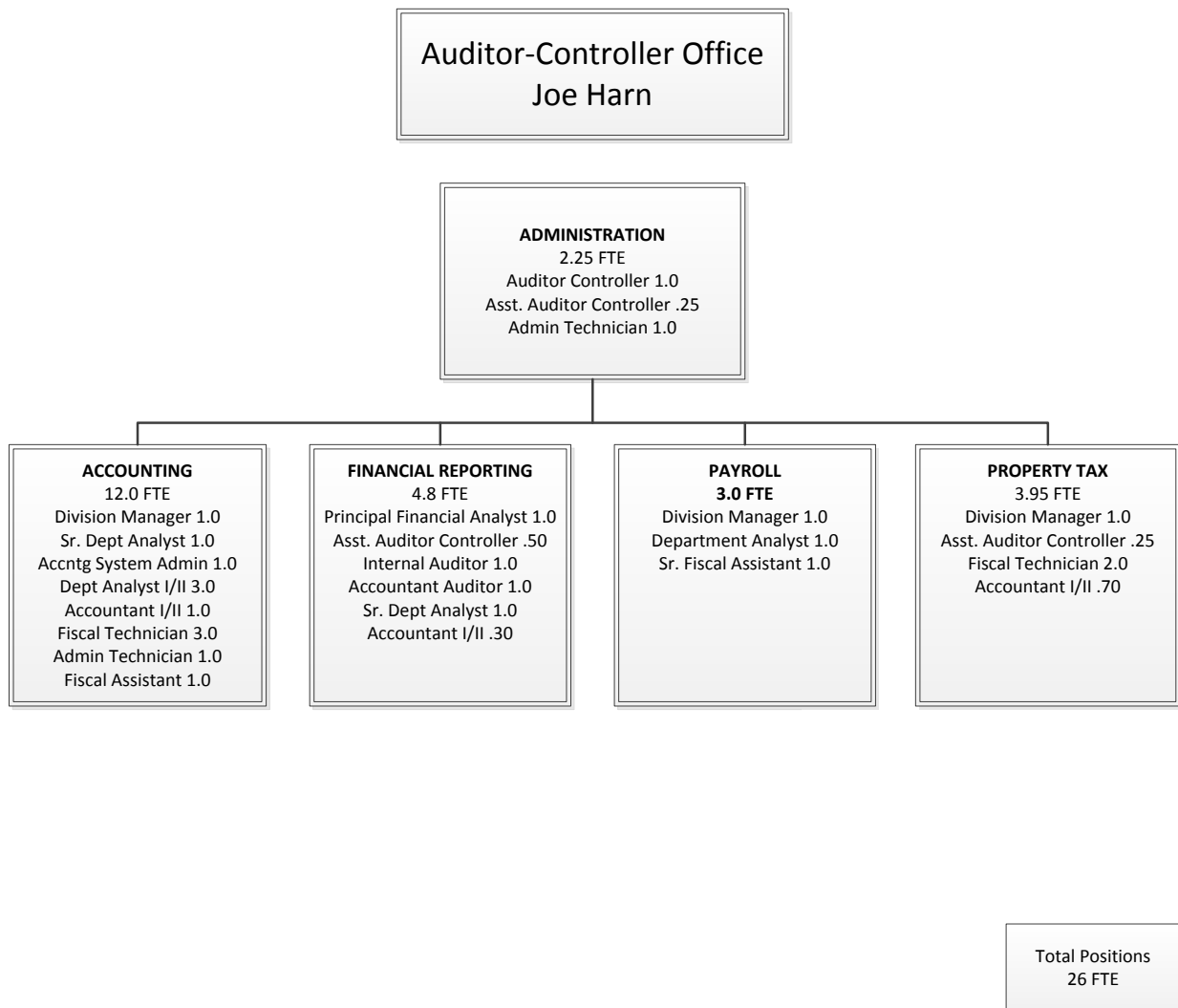
Classification Title	2016-17 Adjusted Allocation	2016-17 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
Auditor-Controller	1.00	1.00	1.00	-
Accountant/Auditor	1.00	1.00	1.00	-
Accountant I/II	2.00	2.00	2.00	-
Accounting Division Manager	3.00	3.00	3.00	-
Accounting Systems Administrator	1.00	1.00	1.00	-
Administrative Technician	2.00	2.00	2.00	-
Chief Assistant Auditor-Controller	1.00	1.00	1.00	-
Department Analyst I/II	4.00	4.00	4.00	-
Fiscal Assistant I/II	1.00	1.00	1.00	-
Fiscal Technician	5.00	5.00	5.00	-
Internal Auditor	1.00	1.00	1.00	-
Principal Financial Analyst	1.00	1.00	1.00	-
Sr. Department Analyst	2.00	2.00	2.00	-
Sr. Fiscal Assistant	1.00	1.00	1.00	-
<b>Department Total</b>	<b>26.00</b>	<b>26.00</b>	<b>26.00</b>	<b>-</b>

# Auditor-Controller

RECOMMENDED BUDGET • FY 2017 - 18

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## ORGANIZATIONAL CHART



Board of Supervisors  
RECOMMENDED BUDGET • FY 2017 - 18

MISSION

The Board of Supervisors is the five-member governing body of the County serving a population of 181,737 residents operating within the County Charter and State Law. Each Board member is elected for a four-year term and represents a geographic jurisdiction referred to as a District. The presiding official is the Board Chair who is elected annually among the five members.

Pursuant to its constitutional and statutory power, the El Dorado County Board of Supervisors sets policy for County departments, approves the County's budget and adopts ordinances on local matters, as well as land use policies that affect unincorporated areas. The Board also sits as the El Dorado County Bond Authority, In Home Supportive Services Public Authority, and is the Governing Board of the County Air Quality Management District and County Service Areas. In the area of planning oversight, the Board acts as an Appeals Board for the County Planning Commission.

The Board of Supervisors Department also includes the office of the Clerk of the Board. The Clerk of the Board provides services to the Board, all County departments, and the public.

DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Charges for Service	2,910	2,000	2,035	2,035	35	2%
Interfund Revenue	-	35	-	-	(35)	-100%
Operating Transfers	327	300	300	300	-	0%
<b>Total Revenue</b>	<b>3,237</b>	<b>2,335</b>	<b>2,335</b>	<b>2,335</b>	<b>-</b>	<b>0%</b>
Salaries & Benefits	1,323,029	1,392,272	1,433,574	1,433,574	41,302	3%
Services & Supplies	183,782	137,064	132,622	132,622	(4,442)	-3%
Fixed Assets	-	28,000	-	-	(28,000)	-100%
Intrafund Transfers	4,061	8,870	8,880	8,880	10	0%
<b>Total Appropriations</b>	<b>1,510,872</b>	<b>1,566,206</b>	<b>1,575,076</b>	<b>1,575,076</b>	<b>8,870</b>	<b>1%</b>
<b>Net County Cost</b>	<b>1,507,635</b>	<b>1,563,871</b>	<b>1,572,741</b>	<b>1,572,741</b>	<b>8,870</b>	<b>0.57%</b>
FTEs	13	13	13	13	-	0%

MAJOR BUDGET CHANGES

Appropriations

*Salaries and Benefits*

\$41,302      General increase in overall Salary and Benefit expense, reflecting actual cost for all five Supervisors

*Fixed Assets*

(\$28,000)      Decrease due to purchase of the TAB filing system in the previous fiscal year.

# Board of Supervisors

RECOMMENDED BUDGET • FY 2017 - 18

## PROGRAM SUMMARIES

### Board of Supervisors

The Board of Supervisors Department is comprised of five (5) Members of the Board of Supervisors each elected from each of the five supervisorial districts; five (5) appointed Supervisor’s Assistant positions, one for each Supervisor and three (3) staff in the office of the Clerk of the Board.

### Clerk of the Board

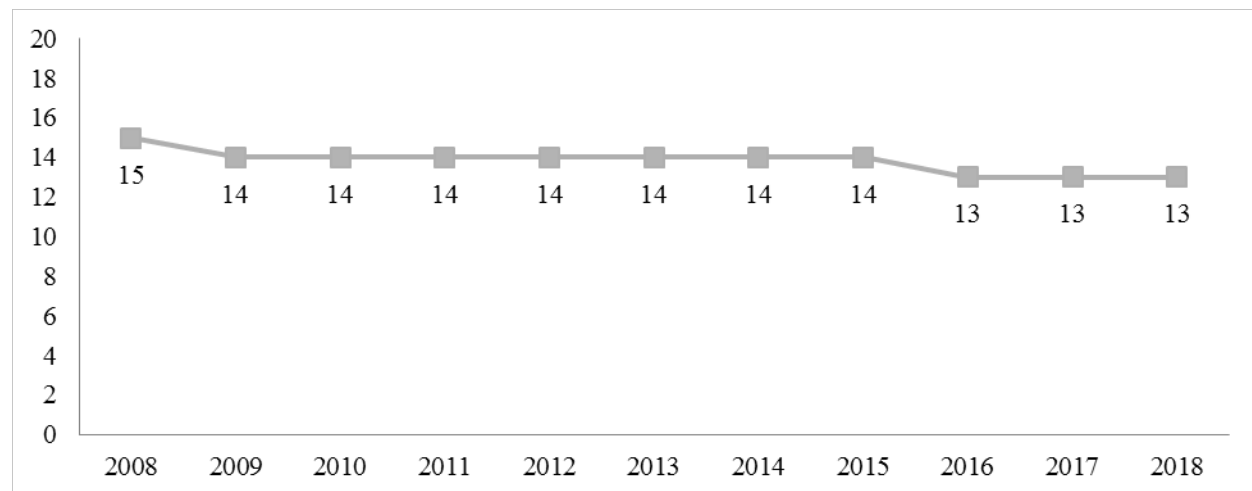
The office of the Clerk of the Board (COB) provides services to the Board, all county departments and the public. The COB maintains accurate records of all actions taken by the Board of Supervisors. The COB also directs business functions of the Board and compiles, publishes and distributes Board meeting agendas consistent with the open meetings provisions of the Ralph M. Brown Act. The COB prepares and publishes actions taken by the Board, records and maintains meeting minutes, and acts as custodian of the BOS official record from 1850 to the present. The COB maintains the current status of filled and vacant positions of 70+ Board-appointed boards and commissions. In addition, the Clerk of the Board administers the Assessment Appeals Board Program.

## BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Board of Supervisors	\$ 1,572,741	\$ 2,335	\$ 1,570,406	13
<b>Total</b>	<b>\$ 1,572,741</b>	<b>\$ 2,335</b>	<b>\$ 1,570,406</b>	<b>13</b>

## STAFFING TREND

There is no change in staffing proposed for FY 2017-18.



## BEST PRACTICES & SERVICES INDICATORS

In accordance with the Strategic Plan, the following best practices and service indicators will be implemented and measured throughout FY 2017-18. Results will be included in the following budget, and each year thereafter, to measure progress and levels of service.

### Best Practices

- 1) Development of publicly accessible Resolution search tool.
- 2) Audit of every Resolution is required to ensure accuracy of the content in the search tool.
- 3) Development of internal Ordinance search tool.
- 4) Development of a public facing search mechanism for BOS records, pre Legistar.

### Service indicators

- 1) Percentage of agendas for regular BOS meetings posted by 3:00 P.M. the Wednesday immediately preceding the meeting date. (Quarterly)
- 2) Percentage of draft minutes for regular BOS meetings posted within 48 hours following the meeting. (Quarterly)
- 3) Percentage of video for regular BOS meetings posted within 72 hours following the meeting. (Quarterly)

## RECOMMENDED BUDGET

The Budget is recommended at \$1,575,076. The Recommended Budget reflects no change in revenue and an increase in appropriations of \$8,870 (1%) when compared to the FY 2016-17 Adopted Budget.

Net County Cost is recommended at \$1,572,741. The overall Board of Supervisors budget represents a small increase in net county cost, \$8,870 (0.6%) when compared to the FY 2016-17 Adopted Budget.

This represents a status quo budget, as no services are increasing, and the changes in costs are associated with merit increases in salaries, increased health care costs, and all five Supervisors accepting a full salary.

The budgeted fixed asset cost is decreasing because the TAB filing system was purchased in the previous fiscal year, and is a one-time cost that no longer needs to be budgeted.

### Sources & Uses of Funds

The Department is primarily funded with discretionary General Fund revenue, with small amounts of revenue from charges for services and operating transfers.

# Board of Supervisors

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 01 BOS - BOARD OF SUPERVISORS

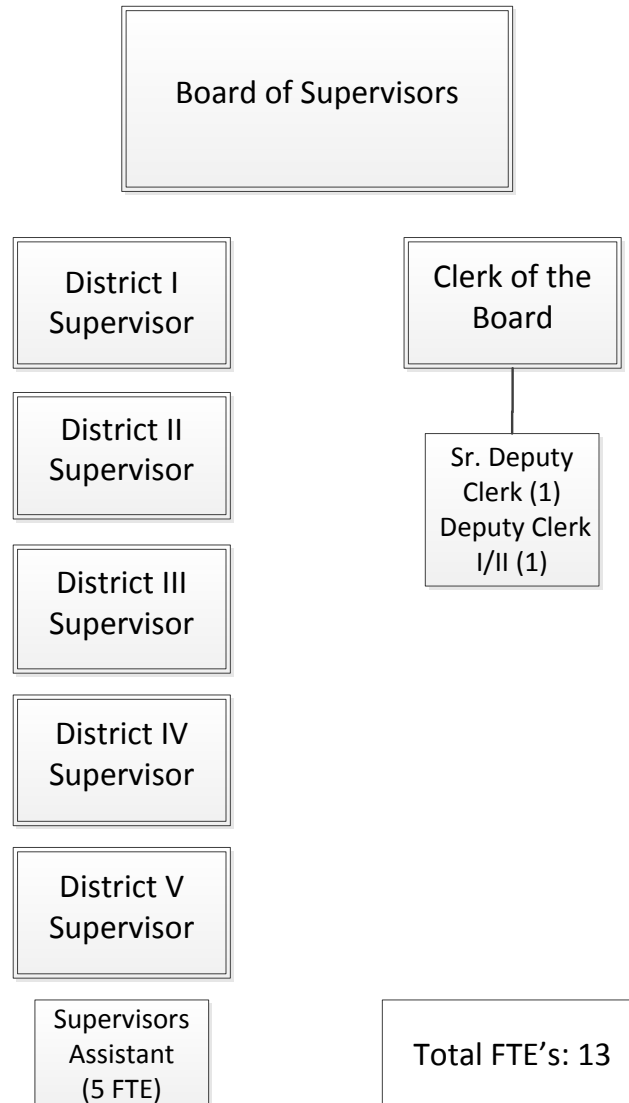
	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
1740 CHARGES FOR SERVICES	5,350	2,000	2,035	2,035	35
1800 INTERFND REV: SERVICE BETWEEN FUND	35	35	0	0	-35
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	5,385	2,035	2,035	2,035	0
2020 OPERATING TRANSFERS IN	300	300	300	300	0
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	300	300	300	300	0
<b>TYPE: R SUBTOTAL</b>	5,685	2,335	2,335	2,335	0
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	903,077	908,101	944,421	944,421	36,320
3001 TEMPORARY EMPLOYEES	14,785	0	0	0	0
3004 OTHER COMPENSATION	20,000	20,000	20,443	20,443	443
3020 RETIREMENT EMPLOYER SHARE	166,577	194,692	189,052	189,052	-5,640
3022 MEDI CARE EMPLOYER SHARE	13,624	13,624	13,695	13,695	71
3040 HEALTH INSURANCE EMPLOYER	204,573	147,748	156,095	156,095	8,347
3042 LONG TERM DISABILITY EMPLOYER	2,350	2,350	2,359	2,359	9
3043 DEFERRED COMPENSATION EMPLOYER	2,448	2,448	2,438	2,438	-10
3046 RETIREE HEALTH: DEFINED	13,678	13,678	14,888	14,888	1,210
3060 WORKERS' COMPENSATION EMPLOYER	11,631	11,631	12,183	12,183	552
3080 FLEXIBLE BENEFITS	22,880	78,000	78,000	78,000	0
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	1,375,623	1,392,272	1,433,574	1,433,574	41,302
4040 TELEPHONE COMPANY VENDOR	700	1,000	1,000	1,000	0
4086 JANITORIAL / CUSTODIAL SERVICES	1,530	0	2,100	2,100	2,100
4100 INSURANCE: PREMIUM	17,114	17,114	11,872	11,872	-5,242
4140 MAINT: EQUIPMENT	500	500	500	500	0
4220 MEMBERSHIPS	250	250	250	250	0
4221 MEMBERSHIPS: LEGISLATIVE ADVOCACY	200	200	250	250	50
4260 OFFICE EXPENSE	4,000	4,000	4,000	4,000	0
4261 POSTAGE	500	500	500	500	0
4266 PRINTING / DUPLICATING SERVICES	500	500	500	500	0
4300 PROFESSIONAL & SPECIALIZED SERVICES	40,000	40,000	40,000	40,000	0
4400 PUBLICATION & LEGAL NOTICES	325	1,000	1,000	1,000	0
4420 RENT & LEASE: EQUIPMENT	6,025	9,000	7,200	7,200	-1,800
4440 RENT & LEASE: BUILDING &	20,000	21,000	21,000	21,000	0
4460 EQUIP: SMALL TOOLS & INSTRUMENTS	68	0	125	125	125
4461 EQUIP: MINOR	1,000	1,000	1,000	1,000	0
4462 EQUIP: COMPUTER	2,000	3,500	3,500	3,500	0
4463 EQUIP: TELEPHONE & RADIO	32	0	0	0	0
4500 SPECIAL DEPT EXPENSE	17,500	12,500	12,500	12,500	0
4503 STAFF DEVELOPMENT	10,000	10,000	10,000	10,000	0
4600 TRANSPORTATION & TRAVEL	6,000	6,000	6,000	6,000	0
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	3,500	3,500	3,500	3,500	0
4605 RENT & LEASE: VEHICLE	1,000	0	325	325	325
4606 FUEL PURCHASES	150	500	500	500	0
4608 HOTEL ACCOMMODATIONS	5,000	5,000	5,000	5,000	0
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	137,894	137,064	132,622	132,622	-4,442
6040 FIXED ASSET: EQUIPMENT	10,000	28,000	0	0	-28,000
6041 FIXED ASSET: DATA PROCESS SYSTEM	15,293	0	0	0	0
<b>CLASS: 60 FIXED ASSETS</b>	25,293	28,000	0	0	-28,000
7223 INTRAFND: MAIL SERVICE	2,695	2,695	2,671	2,671	-24
7224 INTRAFND: STORES SUPPORT	175	175	209	209	34
7231 INTRAFND: IS PROGRAMMING SUPPORT	6,000	6,000	6,000	6,000	0
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	8,870	8,870	8,880	8,880	10
<b>TYPE: E SUBTOTAL</b>	1,547,680	1,566,206	1,575,076	1,575,076	8,870
<b>FUND TYPE: 10 SUBTOTAL</b>	1,541,995	1,563,871	1,572,741	1,572,741	8,870
<b>DEPARTMENT: 01 SUBTOTAL</b>	1,541,995	1,563,871	1,572,741	1,572,741	8,870

Board of Supervisors  
RECOMMENDED BUDGET • FY 2017 - 18

PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
Supervisor - Board of Supervisor	5.00	5.00	5.00	-
Clerk of the Board of Supervisors	1.00	1.00	1.00	-
Deputy Clerk of the Board I/II	1.00	1.00	1.00	-
Sr. Deputy Clerk of the Board of Supervisors	1.00	1.00	1.00	-
Supervisor's Assistant	5.00	5.00	5.00	-
<b>Department Total</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>-</b>

ORGANIZATIONAL CHART







# Chief Administrative Office

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The mission of the Chief Administrative Office is to ensure the sound and effective management of overall County government, pursuant to Board policy and direction, through effective leadership; coordination between departments, the Board of Supervisors, and local, state, and federal agencies; development of policy and procedures; providing budgetary and legislative analyses and recommendations; planning for County facilities, assets, and recreation; and ensuring timely, accurate, and comprehensive information to the public.

In addition to the responsibility for overall County administration, the Chief Administrative Office oversees the facility, procurement, Economic Development, and Parks functions of the County and maintains a centralized fiscal unit to provide services to the Divisions of the Department and other County Departments that have fiscal resource needs.

### DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Use of Money	\$ 4,592	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0%
State	\$ 74,075	\$ 644,902	\$ 623,665	\$ 623,665	\$ (21,237)	-3%
Federal	\$ 718					
Charges for Service	\$ 350,366	\$ 374,527	\$ 455,782	\$ 455,782	\$ 81,255	22%
Miscellaneous	\$ 6,218	\$ 2,786	\$ 80,474	\$ 80,474	\$ 77,688	2789%
Other Financing Sources	\$ 1,064,121	\$ 1,549,126	\$ 1,610,090	\$ 1,610,090	\$ 60,964	4%
<b>Total Revenue</b>	<b>\$ 1,500,090</b>	<b>\$ 2,586,341</b>	<b>\$ 2,785,011</b>	<b>\$ 2,785,011</b>	<b>\$ 198,670</b>	<b>8%</b>
Salaries & Benefits	\$ 6,393,406	\$ 8,261,802	\$ 8,297,373	\$ 8,297,373	\$ 35,571	0%
Services & Supplies	\$ 2,968,955	\$ 4,833,485	\$ 5,274,399	\$ 5,274,399	\$ 440,914	9%
Services & Supplies Abatements	\$ (369,913)	\$ (525,000)	\$ (500,000)	\$ (500,000)	\$ 25,000	-5%
Other Charges	\$ 30,670	\$ 395,714	\$ 124,792	\$ 124,792	\$ (270,922)	-68%
Fixed Assets	\$ 11,023	\$ 74,000	\$ 20,000	\$ 20,000	\$ (54,000)	-73%
Intrafund Transfers	\$ 22,043	\$ 103,773	\$ 223,134	\$ 223,134	\$ 119,361	115%
Intrafund Abatements	\$ (482,841)	\$ (443,472)	\$ (500,649)	\$ (567,126)	\$ (123,654)	28%
<b>Total Appropriations</b>	<b>\$ 8,573,343</b>	<b>\$ 12,700,302</b>	<b>\$ 12,939,049</b>	<b>\$ 12,872,572</b>	<b>\$ 172,270</b>	<b>1%</b>
<b>Net County Cost</b>	<b>\$ 7,073,253</b>	<b>\$ 10,113,961</b>	<b>\$ 10,154,038</b>	<b>\$ 10,087,561</b>	<b>\$ (26,400)</b>	<b>0%</b>
FTEs	73.0	73.0	74.5	73.5	0.5	1%

### MAJOR BUDGET CHANGES

#### Revenue

\$36,424	Reimbursement to Central Fiscal/Admin Division for CFO time for FENIX project implementation.
\$146,287	Reimbursement from the Accumulated Capital Outlay fund for maintenance and grounds capital projects labor.
(\$29,494)	Decrease in reimbursements to Maintenance and Grounds Divisions based on reduced billable service requests.
\$78,000	Increase to Economic Development Division for the Broadband Needs and Feasibility Study grant funding.

# Chief Administrative Office

## RECOMMENDED BUDGET • FY 2017 - 18

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(\$48,259) Reduced grant funding for the SPTC corridor.

### *Operating Transfers*

(\$28,125) Reduced operating transfers due to reduced grant match funding.

\$146,519 Reimbursement from the ACO fund for capital project labor and reimbursement for billable service request in the maintenance and grounds divisions.

\$36,000 Increase in Central Fiscal/Admin Interfund revenue for CFO time spent on the FENIX project.

\$178,836 Increase in Facilities Maintenance Division primarily related to increased work performed for County departments.

### Appropriations

#### *Salaries and Benefits*

(\$150,445) Net reduction in Administration Division related to: Reduction of one Principal Analyst position to CAO Analyst position, Add/Delete of Principal Analyst to Deputy Chief Administrative Officer position (approved in FY 2016-17), and transfer of the Deputy CAO for Central Services to Central Fiscal budget unit.

\$306,279 Net increase in Central Fiscal/Admin Division related to: transfer of Deputy CAO to Central Fiscal/Admin, and general increases in management leave payouts, retirement increases, and the addition of workers compensation and retiree health applied charges.

(\$21,666) Decrease in Central Fiscal/Admin Division health insurance costs.

(\$8,400) Procurement and Contracts Storekeeper position filled as a lower level Storekeeper-Courier position.

\$55,097 Increase in Procurement Division health insurance costs and overfill of the Procurement and Contracts Manager position with a Principal Administrative Analyst position.

\$10,000 Increase to overtime allocation for Maintenance and Custodial Division activities related primarily to the Building A and B renovation project.

(\$40,000) Facilities division reorganization resulting in a more efficient distribution of job duties and annual net savings in salaries and benefits of approximately \$40,000.

#### *Services and Supplies*

(\$44,368) Overall decrease in Administration Division primarily related to countywide expenses previously budgeted now reflected in General Fund Other Operations (Department 15) and a decrease in Professional and Specialized Services for anticipated reduced need for outside contracts, offset by an increase in general liability insurance charges.

(\$103,091) Overall decrease in Parks Division mainly due to the transfer of refuse and utilities expense to the Facilities Division (\$34,500), and reductions to expenses related to the Sacramento-Placerville Transportation Corridor (SPTC) program (\$76,384).

Chief Administrative Office  
RECOMMENDED BUDGET • FY 2017 - 18

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- (\$22,623) Overall decrease in Parks Division - River due to the completion of the River Management Plan update.
- \$131,724 Overall increase in Parks Division - Rubicon based on anticipated activity on the trail and offset with grant revenue.
- \$40,145 Overall increase in Facilities Division - Custodial based on increased prior year actual costs and extra cleanup activities due to winter storms. A corresponding decrease is occurring in the Parks and Trails budget, as custodial work for Parks is now included in the Custodial budget.
- \$303,293 Overall increase in Facilities Maintenance Division primarily related to increases in demand for services for County buildings (\$178,836 offset with increased Operating Transfer revenue from departments receiving services); including \$40,000 increase in utilities; \$17,000 increase in permit fees related to County elevator inspections; and \$18,000 increase related to snow removal.

*Intra-fund Transfers*

- (\$159,553) Contribution of the annual Transient Occupancy Tax revenue allocation to Veteran's Affairs previously budgeted in the Administration Division, now to be budgeted in General Fund Other Operations (Department 15).
- \$42,043 Increase in Administration Division reflecting 25% of Principal Analyst assigned to Economic Development being charged to CAO Administration for budget and operations related work.
- (\$31,904) Decrease in Administration Division Intrafund Abatement reflecting portions of staff costs charged to Economic Development, and 15% of the Communications and Outreach Manager being charged to Economic Development.
- \$78,814 Increase in Parks Division reflecting charges from the Sheriff's department for patrol services along the SPTC corridor.
- (\$45,129) Increase in Facilities Division – Maintenance (reimbursement shown as a negative expense) to account for higher actual reimbursements from prior years and higher budgeted costs for maintenance services in other County departments.

*Fixed Assets*

- \$20,000 Replacement of 4 truck utility boxes at \$5,000 each
- (\$74,000) Decrease due to changes in grant activity in the SPTC and Rubicon programs

## PROGRAM SUMMARIES

### Administration, Budget and Operations

The Chief Administrative Office exercises overall responsibility for the coordination of County department activities to ensure the sound and effective management of County government, pursuant to Board policy and the adopted budget.

# Chief Administrative Office

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Primary areas of responsibility are: effective overall management of County resources; long-range financial and organizational planning; ensuring that County departments are producing services and results in accord with Board goals, policies, and budgets; improving management and information systems to ensure the most effective use of County personnel, money, facilities, and equipment; providing leadership and developing a County management team that can plan for and meet future challenges; oversight and management of Community Development Services - Administration and Finance; and performing other duties as assigned by the Board.

The Chief Administrative Office is charged with the responsibility of acting as advisor to the Board of Supervisors and in this role provides objective analysis and recommendations regarding policy and management matters. The Chief Administrative Office is responsible for recommending an annual County budget and administering the budget after its adoption by the Board of Supervisors.

The office also coordinates the distribution of general county public information to ensure effective communication with the public.

## *Economic Development*

The Chief Administrative Office is responsible for developing Economic Development strategies and programs to stimulate business growth and economic expansion in El Dorado County. This includes efforts to retain businesses that already exist in the County or that may be interested in expansion, and the attraction of new businesses. Activities include developing and implementing technical assistance to enhance local employment and coordinating programs and services with County departments and community organizations. The office also provides staff assistance to the Community and Economic Development Advisory Committee.

## Central Fiscal and Administrative Unit

The central financial and administrative unit was established in FY 2011-12 within the Chief Administrative Office. This unit provides services to all divisions of the Chief Administrative Office, and to the Human Resources / Risk Management, Information Technologies, Surveyor, District Attorney, Public Defender, Court MOE and the Board of Supervisors departments. These services include processing accounts payable/receivable, payroll, journal entries, budgeting, financial reporting and general administration.

## *Procurement and Contracts/Central Stores/Mail-Courier*

Procurement and Contracts provides purchasing and contract processing services to other County departments. The Division is also responsible for administering the County's surplus property program.

Central Stores provides mail and courier service to County departments and operates the County's warehouse and surplus property programs.

## *Parks & Trails*

The Parks & Trails Division oversees the operations of the established parks and trails in the County. These parks include Henningsen Lotus Park, Pioneer Park and Bradford Park and the El Dorado Trail and SPTC corridor. Operational components related to the parks and trails include park staffing, event scheduling, trail maintenance and ensuring proper usage of the parks and trails.

The River Management program is responsible for implementation of the El Dorado County River Management Plan (RMP). The program regulates commercial and non-commercial whitewater

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recreation activities on the 20.7-mile segment of the South Fork of the American River between the Chili Bar Dam near State Highway 193, and Salmon Falls Road at the upper extent of Folsom Reservoir. This program administers the established operational rules for commercial and non-commercial/private boaters navigating the river along with health and safety objectives identified in the RMP and other County Ordinances.

The Chief Administrative Office has assumed the grant administration for the Rubicon Trail. Coordination of projects is performed in conjunction with the Department of Transportation.

*Facilities*

The Facilities Division manages the County Accumulative Capital Outlay program and provides administrative oversight for buildings and grounds maintenance and custodial services.

**BUDGET SUMMARY BY PROGRAM**

Administration, Budget and Operations

	Appropriations	Revenues	Net County Cost	Staffing
Budget & Operations	\$ 1,735,813	\$ 1,000	\$ 1,734,813	8
Economic Development	\$ 1,705,438	\$ 78,000	\$ 1,627,438	2
<b>Total</b>	<b>\$ 3,441,251</b>	<b>\$ 79,000</b>	<b>\$ 3,362,251</b>	<b>10</b>

Central Fiscal and Administrative Unit

	Appropriations	Revenues	Net County Cost	Staffing
Central Fiscal/Admin	\$ 1,362,472	\$ 242,774	\$ 1,119,698	11
Procurement & Contracts				8
Purchasing	\$ 686,782	\$ -	\$ 686,782	
Stores: Operations	\$ (6,396)	\$ 5,515	\$ (11,911)	
Stores: Inventory	\$ -	\$ -	\$ -	
Mail Service	\$ 42,549	\$ 42,803	\$ (254)	
Postage	\$ -	\$ -	\$ -	
Parks				4.5
Parks & Trails	\$ 438,513	\$ 190,714	\$ 247,799	
River Management	\$ 193,866	\$ 193,866	\$ -	
Rubicon	\$ 662,677	\$ 662,677	\$ -	
Facilities			\$ -	40
Facility Admin	\$ 1,332,360	\$ 654,580	\$ 677,780	
Custodial	\$ 908,584	\$ 14,094	\$ 894,490	
Maintenance	\$ 3,349,787	\$ 656,638	\$ 2,693,149	
Grounds Maintenance	\$ 460,127	\$ 42,350	\$ 417,777	
<b>Total</b>	<b>\$ 9,431,321</b>	<b>\$ 2,706,011</b>	<b>\$ 6,725,310</b>	<b>63.5</b>

**STAFFING TREND**

Changes in staffing for the Chief Administrative Office reflect the addition of internal service functions and other organizational changes throughout the past ten years. In FY 2011-12 a centralized fiscal and administrative group was formed within the CAO, adding seven FTEs. Three FTEs were added for facilities functions, which were offset with reductions in administrative and fiscal staff in other

# Chief Administrative Office

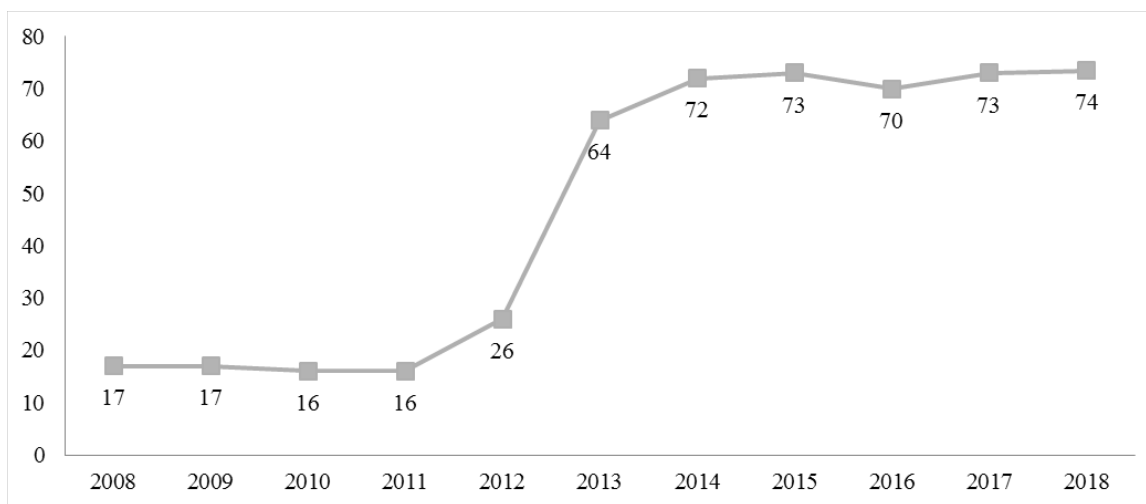
## RECOMMENDED BUDGET • FY 2017 - 18

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departments. In FY 2012-13, 31 positions were transferred from the Department of Transportation to the Chief Administrative Office for county-wide facilities, grounds, and custodial functions. In FY 2015-16, three FTEs were deleted in the government affairs and facilities functions. FY 2016-17 included the addition of one Communications and Outreach Manager position, a Building Maintenance Worker II for the deferred maintenance program, and the transfer of one Department Analyst I in the Central Fiscal/Administration Division to provide services to the District Attorney's Office.

The FY 2017-18 Recommended Budget reflects an overall increase of 0.5 FTEs for the Chief Administrative Office due to the transfer of 0.5 FTE of the Senior Office Assistant for Economic Development from the Parks Division back to the Economic Development Division, with a new 0.5 FTE Office Assistant position included in the Parks Division. The Senior Office Assistant position was originally approved for the Economic Development Division. In FY 2016-17, one-half of the position had been transferred to the Parks Division, and it is being transferred back to the Economic Development Division based on increased workload. This represents no change to the Parks Division position allocation when compared to FY 2016-17, and the 0.5 FTE continues to be funded through Parks Division.

The FY 2017-18 position allocation also reflects the following changes that were implemented in FY 2016-17: the reduction of one Principal Analyst position to a CAO Analyst position; the increase of one Principal Analyst position to the new Deputy CAO to oversee Community Development; and the addition of one Deputy CAO to oversee the Central Fiscal/Admin, Facilities, Parks and Procurement functions and the corresponding deletion of the Chief Budget Officer position, with the Deputy CAO for Central Fiscal/Admin is now reflected in the Central Fiscal/Admin Division budget. Additionally, the Economic & Business Relations Manager position has been replaced with a Principal Analyst classification.



## BEST PRACTICES & SERVICE INDICATORS: ADMINISTRATION

### Service Indicators

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#### *Operational Metrics*

- 1) Number of Board of Supervisors meeting agenda items reviewed and analyzed. (Quarterly)

- 2) Number of budget transfers processed. (Quarterly)

*Service Delivery Metrics*

- 1) Average number of days to approve a hiring requisition. (Monthly)
- 2) Average number of days to process a budget transfer from time of submission by a department to time posted in FAMIS. (Quarterly)
- 3) Percentage of Board assignments/report backs completed in a timely manner. (Quarterly)

Best Practices

- 1) Implement Priority Based Budgeting principals, including an online, community feedback process relative to the County budget.
- 2) Consider OPEB Pre-Funding and Pension Rate Stabilization Program using a 115 Trust.

**BEST PRACTICES & SERVICE INDICATORS: PROCUREMENT & CONTRACTS**

Best Practices

- 1) The County has clear organization-wide standards and guidelines regarding procurement and contracting. Standards and guidelines are reviewed annually and updated to comply with laws, regulations and best practices:
  - Complete review of purchasing ordinance and policy documents (in progress)
  - Communicate proposed revisions with affected departments
  - County Counsel review/approval of proposed revisions
  - Board of Supervisors approval of proposed revisions
- 2) Utilize cooperative purchase agreements and engage in regional or shared bidding processes among local agencies to reduce costs:
  - Conduct due diligence and market research by reviewing available cooperative purchasing agreements for commodities currently utilized by the County
  - Complete analysis of pricing compared to current County bid pricing
  - “Piggyback” on other agency agreements when beneficial to the County
- 3) County has a transparent and fair process for selecting contractors and suppliers:
  - Develop guidelines/instructions for vendors regarding County bidding and contracting process.
  - Develop vendor workshops to educate and inform interested contractors and suppliers on County processes



# Chief Administrative Office

## RECOMMENDED BUDGET • FY 2017 - 18

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- 4) The County's Procurement and Contracts unit provides timely, cost effective services to County departments:
  - Establish standard processing time for purchase orders, change orders, bids, requests for proposals and contracts
  - Establish tracking method in FENIX to review, monitor, and maintain established processing times
  - Conduct a "value for money" analysis to determine total savings achieved through centralized procurement
- 5) Procurement and Contracts functions are performed by skilled, knowledgeable and professional staff in conformity with ethical standards and all other applicable laws and regulations:
  - Review current job specifications for inclusion of professional training, certification and/or education requirements
  - Establish initial and continuing education requirements for Procurements & Contracts staff
  - Develop and provide training to department staff involved in Procurements & Contracts
  - Develop plan for annual ethics training for officers and employees involved in procurement and contract decisions
  - Develop information for contractors and suppliers regarding ethics and standards for doing business with the County

### Service Indicators

- 1) Number of cooperative purchase agreements utilized. (Annual)
- 2) Full compliance with conflict of interest code/disclosures (700/805) for vendors whose contracts flow through Procurements and Contracts. (Annual)
- 3) Percent of documents processed within standard processing times. (Quarterly)

## BEST PRACTICES & SERVICE INDICATORS: FACILITIES

### Best Practices

- 1) Asset Maintenance and Replacement: Establish capital planning, budgeting and reporting practices to encourage adequate capital spending levels in and investment in capital maintenance in order to properly maintain capital assets.
- 2) Capital Planning Policies: Adopt Capital Planning Policies to establish a process for addressing maintenance, replacement, and proper fixed asset accounting over the full life of capital assets.
- 3) Capital Project Monitoring and Reporting: Establish policies and procedures to support effective capital project monitoring and reporting.

# Chief Administrative Office

## RECOMMENDED BUDGET • FY 2017 - 18

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4) Multi-Year Capital Planning: Prepare and adopt comprehensive, fiscally sustainable, and multi-year capital plans that identifies and prioritizes expected needs, establishes project scope and cost, details estimated amounts of funding from various sources, and projects future operating and maintenance costs to ensure effective management of capital assets. A capital plan should cover a period of at least three years, preferably five or more

5) Communicating Capital Improvement Strategies: Develop a process to involve the public during the planning, design, and construction of capital projects to assess priority and determine if the project will meet service-level goals and community expectations. Communicate capital needs and the impact to service levels or current asset condition in the event the project does not proceed.

### Service Indicators

- 1) Number of completed condition assessments. (Quarterly)
- 2) Percent of total asset value budgeted annually for maintenance and repairs. (Annual)
- 3) Percent of total asset value budgeted annually for replacement. (Annual)
- 4) Percentage of emergency service requests completed within 24 hours. (Quarterly)
- 5) Percentage of non-emergent service requests completed within a specific period of time. (Quarterly)

## RECOMMENDED BUDGET

The budget for the Chief Administrative Office is recommended at \$12,872,572, which is an increase of \$172,270 (1.4%) over the FY 2016-17 Adopted Budget. Net County Cost is recommended at \$10,087,561, which is a decrease of \$26,400 (less than 1%) from the prior year.

This represents a status quo budget with respect to the administrative functions of the Chief Administrative Office, with some staffing efficiencies and Board priorities incorporated.

Efficiencies are realized through the increase in service through the Central Fiscal/Admin unit, which now provides fiscal services for CAO Administration, Parks, Facilities, Contracts and Procurement, Human Resources, Risk Management, Information Technologies, Surveyor, District Attorney, Public Defender, Court MOE, Board of Supervisors, and the administration of the Accumulated Capital Outlay Fund for county capital improvements. The reorganization of the Community Development Agency into a shared services model, wherein a new Deputy CAO position provides oversight to the departments of Planning and Building, Transportation, and Environmental Management, results in an overall efficiency for all departments involved. Pursuant to Board direction, the CAO is pursuing Economic Development through partnership with the Greater Sacramento Economic Council (GSEC), federal Economic Development Agency funding for Broadband internet, and through County-specific programming, as executed by CAO staff.

# Chief Administrative Office

## RECOMMENDED BUDGET • FY 2017 - 18

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### CAO Administration, Budget and Operations

The CAO Administration budget reflects a decrease of \$358,521 (-17.1%). This decrease is due to several factors, including a \$150,445 reduction in staffing costs related to position changes and transfers. A decrease of \$203,921 is attributable to non-departmental Services and Supplies level expenses that were previously budgeted in the CAO budget, but are now included in General Fund - Other Operations (Department 15). The office is also recommending a \$35,000 reduction in Professional and Specialized Services to more closely reflect the anticipated need for special contract work and studies. In addition, computer minor equipment was reduced by \$11,000 due to the completion of the transition to VDI. The General Liability Insurance charge has increased by \$32,055 for FY 2017-18.

#### *Economic Development*

The Economic Development budget is calculated based on 51% of the anticipated Transient Occupancy Tax revenue. This budget is recommended at the same amount as the FY 2016-17 Adopted Budget, and will be adjusted through the Addenda process to account for the FY 2016-17 actual TOT figures. There is no change to Net County Cost. One Principal Analyst position is included in the budget for Economic Development, as well as one Senior Office Assistant. Anticipated projects for FY 2017-18 include: website development; marketing and branding materials; obtaining a parcel-specific nonresidential land inventory with constraints analysis; obtaining a market demand study for nonresidential uses that identifies potential infrastructure barriers; completion of the Broadband feasibility study; and exploring 90-day permitting.

### Central Fiscal / Admin, Facilities, Parks & Procurement Division

The CAO Central Fiscal/Admin, Facilities, Parks & Procurement Division budget reflects an overall increase in Net County Cost of \$354,953 (46%). Revenue is increased by \$36,424 as a result of reimbursement from the FENIX project for the Chief Fiscal Officer time spent on the project. Total salary and benefit costs are budgeted to increase by \$284,613 due to the transfer of the Deputy CAO for Central Services from CAO Administration to Central Fiscal/Admin, the overfill of the Procurement and Contracts Manager with a Principal Administration Analyst, and increased health insurance, management leave, retirement and the workers compensation costs. This increase is partially offset with a corresponding reduction in the CAO Administration budget, discussed above.

Other salary and benefits reductions resulted from the recent Storekeeper retirement, and through filling the position as a lower level Storekeeper-Courier position resulting in annual net savings in salaries and benefits of approximately \$8,400. The reorganization of the Facilities division, which results in a more efficient distribution of job duties, also results in a salary and benefits decrease of \$172,009. Services and supplies in Central Fiscal/Admin are expected to increase by \$86,124 due a change in the way that General Liability cost-applied charges are budgeted.

The Parks, River, and Rubicon budgets reflect a decrease in revenue, in part due to reduced grant funding for the SPTC (\$48,295) and economic development Interfund revenue (\$24,000). Services and Supplies for the overall parks budget reflect substantial budget changes but amount to an increase of \$6,010. The budget for parks service and supplies is reduced by \$103,091. This is to account for reductions to expenses for the Sacramento Placerville Transportation Corridor (SPTC) program (-\$76,384) as a result of less contracted-out maintenance work anticipated for the year, and the increase in work provided by volunteer crews. Other reductions are due to the completion of the 2016 River Management Plan update (-\$22,623), and the transfer of refuse and utilities at the parks to the Facilities division budget (-\$34,500). Services and Supplies for the Rubicon, which are funded entirely through Off-Road Vehicle registration fees and grant revenue, are set to increase by \$131,724. Other charges and fixed asset charges are

# Chief Administrative Office

## RECOMMENDED BUDGET • FY 2017 - 18

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decreasing by \$163,869 due to changes in SPTC and Rubicon grant activity and programming. An increase in transfer charges of \$78,814 from the Sheriff's Department have been included as a result of recent grant funding secured by the Parks Department for the express purpose of security patrol on the SPTC. The Parks/River/Rubicon budget presents an overall decrease in Net County Cost of \$20,548.

The nature and volume of facilities work is changing due to maintenance requests and capital projects work. The Facilities Division has several large capital projects that will kick off in FY 2017-18 including the Public Safety Facility and a potential jail expansion project as well as finishing the A/B renovations. This is reflected in the budget in part by the increase in revenue (\$146,287) accounting for reimbursements from the Accumulated Capital Outlay fund for labor for capital projects as well as county department billable service requests in the maintenance and grounds divisions. The Facilities division is also being reorganized to provide for more project management-related work, and resulting in a more efficient distribution of job duties and annual net savings in salaries and benefits (-\$40,000). Staffing changes include the replacement of the Building and Grounds Superintendent, one Building Operations Supervisor, one Building Operations Technician and one Sr. Grounds Maintenance Worker, with a Supervising Grounds Maintenance Worker, one Building Maintenance Worker I/II/Sr and a Building Operations Manager. Services and Supplies expenses are increasing by \$359,583 based on status quo actuals (\$220,000), utilities rate increases and the transfer of these expenses from Parks (\$64,000), maintenance of trails and cemeteries (\$26,000), and snow removal (\$18,000). An increase in the Fixed Assets of \$20,000 is budgeted for the replacement of four truck utility boxes at \$5,000 each.

### CAO Adjustments

The Central Services divisions of the Chief Administrative Office estimates that the number of financial transactions will increase by approximately 2,000 throughout FY 2017-18. The implementation of FENIX is also impacting the divisions, as staff from procurement and contracts, facilities and central fiscal play lead roles in implementation and training. For this reason, the Division submitted a supplemental budget request for an additional Administrative Technician position. The budget recommendation does not include this additional allocation at this time, as it is anticipated that there may be other changes to workload and assignments as a result of the restructuring of the CDA and Human Resources Departments. The CAO will return with a revised recommendation during the fiscal year should circumstances change.

The personnel allocation recommended as part of this budget assigns the Senior Office Assistant position, which is funded by Economic Development programming, exclusively to Economic Development. One-half of this position was assigned to and funded by Parks in FY 2016-17. It is recommended that this position be transferred back to Economic Development in full in recognition of Economic Development projects and priorities. The 0.5 Senior Office Assistant position remains funded in the Parks Division, and the Division will be filling this part-time position in FY 2017-18 to continue providing assistance for Parks programs.

Other adjustments to the budget include a decrease of \$12,000 to Facility Interfund Abatements, and \$54,477 to Maintenance Interfund Abatements. These have been under-budgeted in prior years. The change is recommended in order to bring the budgeted amounts in the Interfund abatements, or transfer requests, in line with the departments' budgeted costs for these services, as well as the actual costs incurred by departments and reimbursements received by Facilities in the previous fiscal year (\$231,793).

# Chief Administrative Office

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### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 02 CAO - CHIEF ADMINISTRATIVE OFFICE

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0420 RENT: LAND & BUILDINGS	15,000	15,000	15,000	15,000	0
<b>CLASS: 04 REV: USE OF MONEY &amp; PROPERTY</b>	15,000	15,000	15,000	15,000	0
0880 ST: OTHER	644,902	644,902	623,665	623,665	-21,237
<b>CLASS: 05 REV: STATE INTERGOVERNMENTAL</b>	644,902	644,902	623,665	623,665	-21,237
1100 FED: OTHER	75,000	0	0	0	0
<b>CLASS: 10 REV: FEDERAL</b>	75,000	0	0	0	0
1720 PARK & RECREATION FEES	0	0	100,000	100,000	100,000
1800 INTERFND REV: SERVICE BETWEEN FUND	206,350	230,350	242,774	242,774	12,424
1804 INTERFND REV: MAIL SERVICE	40,836	40,836	40,329	40,329	-507
1805 INTERFND REV: STORES SUPPORT	6,551	6,551	5,515	5,515	-1,036
1818 INTERFND REV: MAINT BUILDG & IMPROVMNT	96,790	96,790	67,164	67,164	-29,626
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	350,527	374,527	455,782	455,782	81,255
1940 MISC: REVENUE	2,786	2,786	80,474	80,474	77,688
<b>CLASS: 19 REV: MISCELLANEOUS</b>	2,786	2,786	80,474	80,474	77,688
2020 OPERATING TRANSFERS IN	1,573,126	1,549,126	1,610,090	1,610,090	60,964
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	1,573,126	1,549,126	1,610,090	1,610,090	60,964
<b>TYPE: R SUBTOTAL</b>	2,661,341	2,586,341	2,785,011	2,785,011	198,670
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	5,158,799	5,255,697	5,327,009	5,327,009	71,312
3001 TEMPORARY EMPLOYEES	84,000	84,000	81,071	81,071	-2,929
3002 OVERTIME	27,200	27,200	52,600	52,600	25,400
3003 STANDBY PAY	500	500	0	0	-500
3004 OTHER COMPENSATION	109,300	109,300	104,935	104,935	-4,365
3005 TAHOE DIFFERENTIAL	14,400	14,400	14,400	14,400	0
3007 HAZARD PAY	500	500	250	250	-250
3020 RETIREMENT EMPLOYER SHARE	1,070,561	1,070,561	1,112,359	1,112,359	41,798
3022 MEDI CARE EMPLOYER SHARE	74,434	74,434	78,983	78,983	4,549
3040 HEALTH INSURANCE EMPLOYER	1,230,448	1,230,448	1,151,242	1,151,242	-79,206
3042 LONG TERM DISABILITY EMPLOYER	12,901	12,901	13,694	13,694	793
3043 DEFERRED COMPENSATION EMPLOYER	28,555	28,555	29,360	29,360	805
3046 RETIREE HEALTH: DEFINED	74,706	74,706	80,167	80,167	5,461
3060 WORKERS' COMPENSATION EMPLOYER	124,127	124,127	101,304	101,304	-22,823
3080 FLEXIBLE BENEFITS	154,473	154,473	149,999	149,999	-4,474
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	8,164,904	8,261,802	8,297,373	8,297,373	35,571

# Chief Administrative Office

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 02 CAO - CHIEF ADMINISTRATIVE OFFICE

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4020	CLOTHING & PERSONAL SUPPLIES	3,275	3,275	6,550	6,550	3,275
4022	UNIFORMS	0	0	1,000	1,000	1,000
4040	TELEPHONE COMPANY VENDOR	3,950	3,950	4,200	4,200	250
4041	COUNTY PASS THRU TELEPHONE CHARGES	8,153	8,153	8,165	8,165	12
4080	HOUSEHOLD EXPENSE	22,335	22,335	38,785	38,785	16,450
4082	HOUSEHOLD EXP: OTHER	1,000	1,000	2,500	2,500	1,500
4083	LAUNDRY	27,200	27,200	38,200	38,200	11,000
4085	REFUSE DISPOSAL	115,000	115,000	105,600	105,600	-9,400
4086	JANITORIAL / CUSTODIAL SERVICES	34,000	34,000	56,000	56,000	22,000
4087	EXTERMINATION / FUMIGATION SERVICES	10,000	10,000	23,000	23,000	13,000
4100	INSURANCE: PREMIUM	182,001	182,001	239,659	239,659	57,658
4140	MAINT: EQUIPMENT	25,200	25,200	24,350	24,350	-850
4141	MAINT: OFFICE EQUIPMENT	150	150	0	0	-150
4143	MAINT: SERVICE CONTRACT	35,000	35,000	35,000	35,000	0
4144	MAINT: COMPUTER	2,250	2,250	2,200	2,200	-50
4145	MAINTENANCE: EQUIPMENT PARTS	19,600	19,600	17,100	17,100	-2,500
4180	MAINT: BUILDING & IMPROVEMENTS	250,000	250,000	401,000	401,000	151,000
4183	MAINT: GROUNDS	15,000	15,000	15,000	15,000	0
4184	MAINT: CEMETERY	0	0	16,000	16,000	16,000
4187	MAINT: TRAIL	30,229	30,229	15,000	15,000	-15,229
4197	MAINTENANCE BUILDING: SUPPLIES	188,145	188,145	200,225	200,225	12,080
4200	MEDICAL, DENTAL & LABORATORY	50	50	0	0	-50
4220	MEMBERSHIPS	93,090	93,090	78,830	78,830	-14,260
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	44,368	44,368	0	0	-44,368
4260	OFFICE EXPENSE	18,518	18,518	25,600	25,600	7,082
4261	POSTAGE	2,850	2,850	2,890	2,890	40
4262	SOFTWARE	750	750	550	550	-200
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	16,125	16,125	125	125	-16,000
4264	BOOKS / MANUALS	250	250	250	250	0
4266	PRINTING / DUPLICATING SERVICES	64,225	64,225	6,800	6,800	-57,425
4300	PROFESSIONAL & SPECIALIZED SERVICES	648,989	648,989	833,320	833,320	184,331
4302	CONSTRUCT & ENGINEER CONTRACTS	0	0	85,000	85,000	85,000
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	1,700	1,700	2,000	2,000	300
4334	FIRE PREVENTION & INSPECTION	2,500	2,500	10,400	10,400	7,900
4337	OTHER GOVERNMENTAL AGENCIES	14,000	14,000	1,000	1,000	-13,000
4400	PUBLICATION & LEGAL NOTICES	1,150	1,150	1,200	1,200	50
4420	RENT & LEASE: EQUIPMENT	97,667	97,667	69,440	69,440	-28,227
4421	RENT & LEASE: SECURITY SYSTEM	8,250	8,250	13,250	13,250	5,000
4440	RENT & LEASE: BUILDING &	500	500	500	500	0
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	15,515	15,515	12,550	12,550	-2,965
4461	EQUIP: MINOR	53,997	53,997	105,640	105,640	51,643
4462	EQUIP: COMPUTER	14,300	14,300	1,500	1,500	-12,800
4463	EQUIP: TELEPHONE & RADIO	50	50	0	0	-50
4500	SPECIAL DEPT EXPENSE	201,655	201,655	208,185	208,185	6,530
4501	SPECIAL PROJECTS	830,000	755,000	760,000	760,000	5,000
4502	EDUCATIONAL MATERIALS	100	100	100	100	0
4503	STAFF DEVELOPMENT	37,300	37,300	17,500	17,500	-19,800
4506	FILM DEVELOPMENT & PHOTOGRAPHY	850	850	1,500	1,500	650
4507	FIRE & SAFETY SUPPLIES	1,500	1,500	1,500	1,500	0
4508	SNOW REMOVAL	30,000	30,000	48,000	48,000	18,000
4513	INVENTORY: CENTRAL STORES GENERAL	175,000	175,000	150,000	150,000	-25,000
4514	BULK: POSTAGE PURCHASE GENERAL	350,000	350,000	350,000	350,000	0
4529	SOFTWARE LICENSE	5,500	5,500	13,000	13,000	7,500
4600	TRANSPORTATION & TRAVEL	9,550	9,550	10,050	10,050	500
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	2,950	2,950	5,200	5,200	2,250
4605	RENT & LEASE: VEHICLE	69,048	69,048	70,127	70,127	1,079
4606	FUEL PURCHASES	47,450	47,450	46,058	46,058	-1,392
4608	HOTEL ACCOMMODATIONS	2,250	2,250	2,800	2,800	550
4620	UTILITIES	1,074,000	1,074,000	1,090,000	1,090,000	16,000
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>4,908,485</b>	<b>4,833,485</b>	<b>5,274,399</b>	<b>5,274,399</b>	<b>440,914</b>

# Chief Administrative Office

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 02 CAO - CHIEF ADMINISTRATIVE OFFICE

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4750	CENTRAL STORES INVENTORY	-175,000	-175,000	-150,000	-150,000	25,000
4751	BULK PURCHASE POSTAGE ABATEMENTS	-350,000	-350,000	-350,000	-350,000	0
	<b>CLASS: 41 SERVICE &amp; SUPPLIES ABATEMENTS</b>	-525,000	-525,000	-500,000	-500,000	25,000
5240	CONTRIB: NON-CNTY GOVERNMENTAL	209,053	209,053	52,500	52,500	-156,553
5300	INTERFND: SERVICE BETWEEN FUND	186,661	186,661	72,292	72,292	-114,369
	<b>CLASS: 50 OTHER CHARGES</b>	395,714	395,714	124,792	124,792	-270,922
6020	FIXED ASSET: BUILDING & IMPROVEMENTS	9,000	9,000	0	0	-9,000
6040	FIXED ASSET: EQUIPMENT	35,000	35,000	20,000	20,000	-15,000
6045	FIXED ASSET: VEHICLES	30,000	30,000	0	0	-30,000
	<b>CLASS: 60 FIXED ASSETS</b>	74,000	74,000	20,000	20,000	-54,000
7200	INTRAFUND TRANSFERS: ONLY GENERAL	80,276	80,276	201,599	201,599	121,323
7223	INTRAFND: MAIL SERVICE	10,199	10,199	10,087	10,087	-112
7224	INTRAFND: STORES SUPPORT	8,598	8,598	8,448	8,448	-150
7231	INTRAFND: IS PROGRAMMING SUPPORT	2,700	2,700	1,500	1,500	-1,200
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	2,000	2,000	1,500	1,500	-500
	<b>CLASS: 72 INTRAFUND TRANSFERS</b>	103,773	103,773	223,134	223,134	119,361
7350	INTRFND ABATEMENTS: GF ONLY	-63,438	-63,438	-99,978	-99,978	-36,540
7357	INTRFND ABATEMENTS: MAIL SERVICE	-166,501	-166,501	-167,772	-167,772	-1,271
7358	INTRFND ABATEMENTS: STORES SUPPORT	-49,604	-49,604	-53,615	-53,615	-4,011
7366	INTRFND ABATEMENTS: MAINT BLDG &	-163,929	-163,929	-179,284	-245,761	-81,832
	<b>CLASS: 73 INTRAFUND ABATEMENT</b>	-443,472	-443,472	-500,649	-567,126	-123,654
<b>TYPE: E SUBTOTAL</b>		12,678,404	12,700,302	12,939,049	12,872,572	172,270
<b>FUND TYPE:</b>	<b>10 SUBTOTAL</b>	10,017,063	10,113,961	10,154,038	10,087,561	-26,400

Chief Administrative Office  
RECOMMENDED BUDGET • FY 2017 - 18

PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
<i>Administration - Budget and Operations</i>				
Chief Administrative Officer	1.00	1.00	1.00	0.00
Assistant Chief Administrative Officer	1.00	1.00	1.00	0.00
Deputy Chief Administrative Officer - Comm. Dev.	1.00	1.00	1.00	0.00
Principal Administrative Analyst	3.00	3.00	3.00	0.00
CAO Administrative Analyst	0.00	1.00	1.00	1.00
Communications & Outreach Manager	1.00	1.00	1.00	0.00
Administrative Technician	1.00	1.00	1.00	0.00
Economic & Business Relations Manager	1.00	0.00	0.00	(1.00)
Sr. Office Assistant - Economic Development	0.50	1.00	1.00	0.50
<i>Division Total</i>	<i>9.50</i>	<i>10.00</i>	<i>10.00</i>	<i>0.50</i>
<i>Central Fiscal/Admin, Facilities, Procurement</i>				
Deputy Chief Administrative Officer	1.00	1.00	1.00	0.00
Accountant/Auditor	1.00	1.00	1.00	0.00
Administrative Services Officer	1.00	1.00	1.00	0.00
Administrative Technician	2.00	3.00	2.00	0.00
Building and Grounds Superintendent	1.00	0.00	0.00	(1.00)
Building Maintenance Worker I/II/Sr	8.00	9.00	9.00	1.00
Building Maintenance Worker I/II/Sr - Limited Ter	1.00	1.00	1.00	0.00
Building Operations Manager	0.00	1.00	1.00	1.00
Building Operations Supervisor	3.00	2.00	2.00	(1.00)
Building Operations Technician	3.00	2.00	2.00	(1.00)
Buyer I/II	1.00	1.00	1.00	0.00
Capital Programs Manager	1.00	1.00	1.00	0.00
Chief Fiscal Officer - UM	1.00	1.00	1.00	0.00
Custodian	9.50	9.50	9.50	0.00
Custodian Supervisor	1.00	1.00	1.00	0.00
Department Analyst I/II	4.00	4.00	4.00	0.00
Facilities Manager	1.00	1.00	1.00	0.00
Facilities Project Manager I/II	2.00	4.00	4.00	2.00
Facilities Project Manager I/II (Limited Term)	1.00	0.00	0.00	(1.00)
Fiscal Assistant I/II	2.00	2.00	2.00	0.00
Fiscal Technician	1.00	1.00	1.00	0.00
Grounds Maintenance Worker I/II	4.00	4.00	4.00	0.00
Highway Maintenance Worker I/II	1.00	1.00	1.00	0.00
Parks Manager	1.00	1.00	1.00	0.00
Procurement & Contracts Manager	1.00	1.00	1.00	0.00
River Recreation Supervisor	1.00	1.00	1.00	0.00



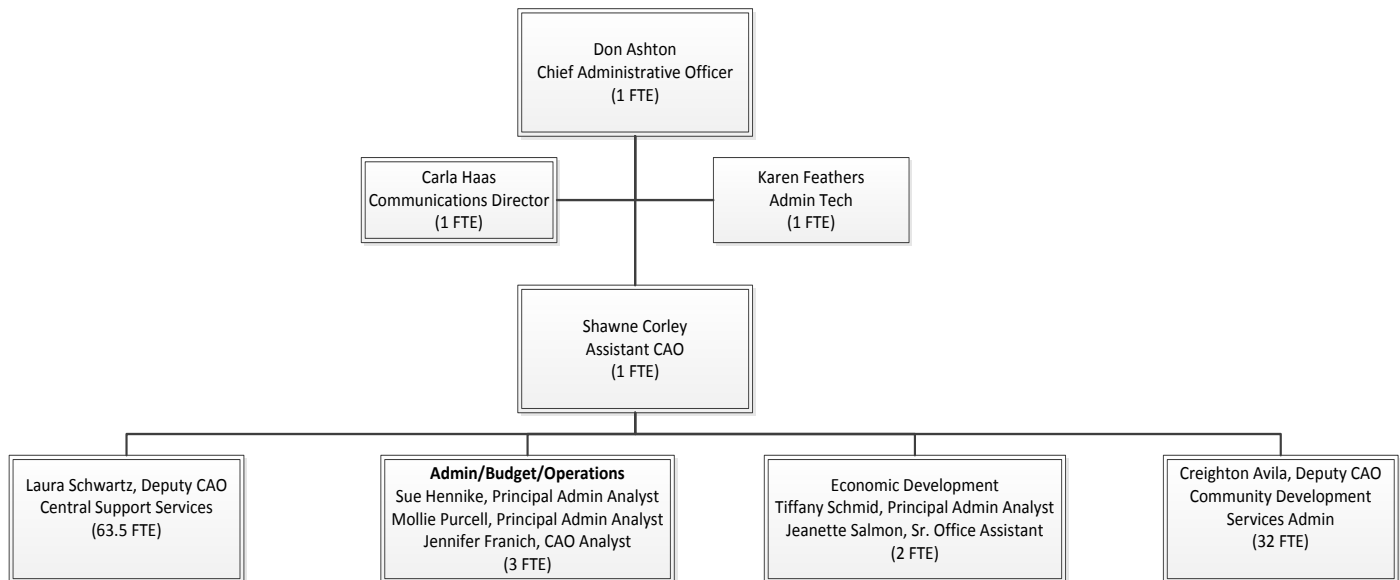
# Chief Administrative Office

RECOMMENDED BUDGET • FY 2017 - 18

## PERSONNEL ALLOCATION (CONTINUED)

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
Service Operations Coordinator	1.00	1.00	1.00	0.00
Sr. Buyer	1.00	1.00	1.00	0.00
Sr. Custodian	1.00	1.00	1.00	0.00
Sr. Department Analyst	2.00	2.00	2.00	0.00
Sr. Grounds Maintenance Worker	1.00	0.00	0.00	(1.00)
Sr. Office Assistant	1.00	1.00	1.00	0.00
Storekeeper I/II	2.00	1.00	1.00	(1.00)
Storekeeper/Courier	1.00	2.00	2.00	1.00
Supervising Grounds Maintenance Worker	0.00	1.00	1.00	1.00
<i>Division Total</i>	63.50	64.50	63.50	0.00
<b>Department Total</b>	73.00	74.50	73.50	0.50

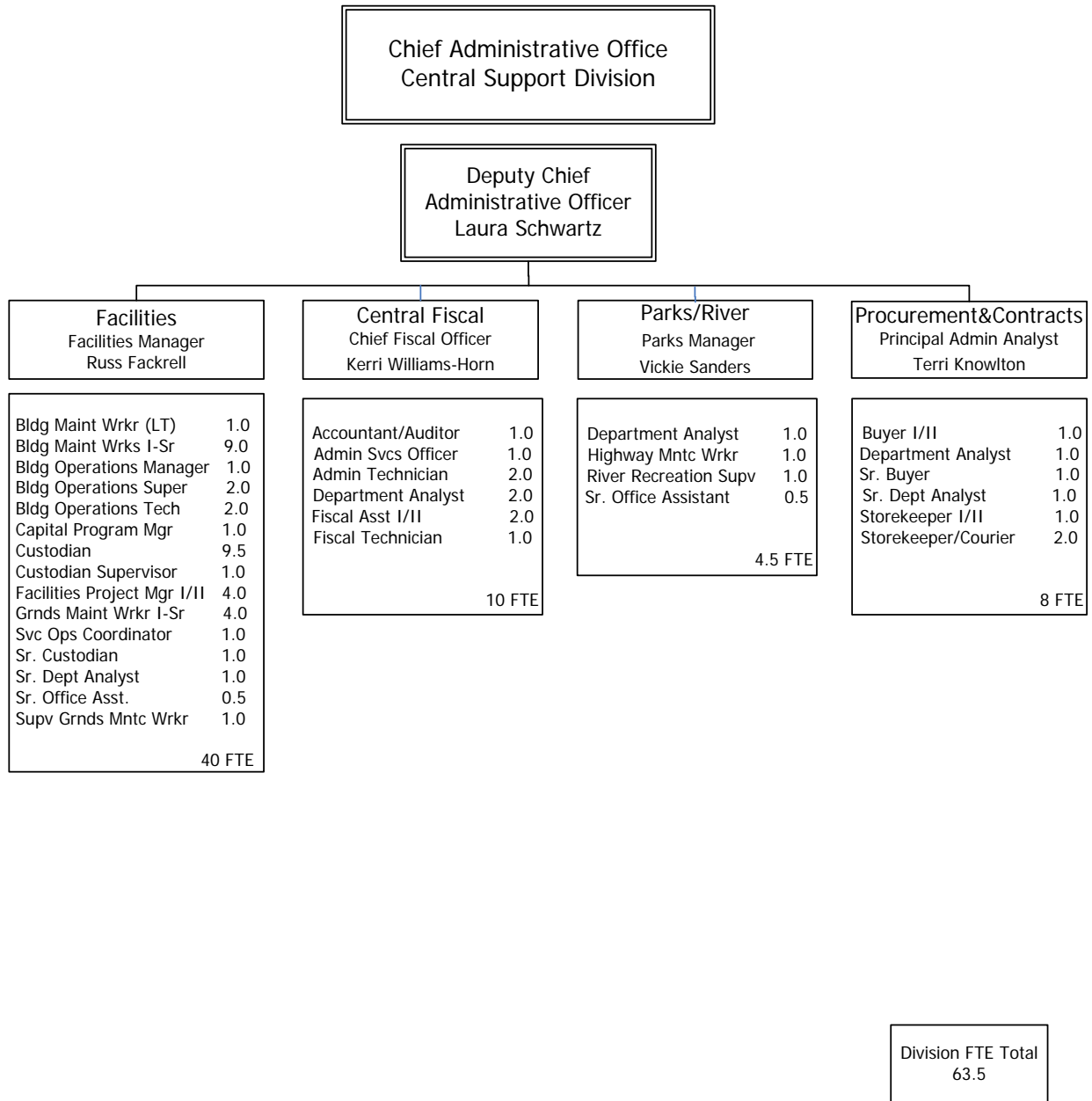
## ORGANIZATIONAL CHART



# Chief Administrative Office

## RECOMMENDED BUDGET • FY 2017 - 18

### ORGANIZATIONAL CHART





# Accumulated Capital Outlay Fund

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

This program directs funding for the project development and construction of facilities and parks that support County functions. In addition, the program performs major maintenance projects on existing County buildings, parks and infrastructure. The Capital Projects Work Plan is produced by the Chief Administrative Office, and the program is staffed by the Facilities unit. All expenses for facility capital programs are captured in the Accumulative Capital Outlay (ACO) fund.

### DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Taxes	\$ 1,288,856	\$ 1,413,000	\$ 1,467,500	\$ 1,467,500	\$ 54,500	4%
Fines, Forfeitures	\$ 237	\$ -	\$ -	\$ -	\$ -	n/a
Use of Money	\$ 13,232	\$ 13,000	\$ 13,500	\$ 13,500	\$ 500	4%
State	\$ 171,566	\$ 1,643,217	\$ 4,000	\$ 4,000	\$ (1,639,217)	-100%
Other Governmental	\$ 4,874	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0%
Misc.	\$ 145	\$ -	\$ -	\$ -	\$ -	n/a
Other Financing Sources	\$ 7,309,985	\$ 20,730,968	\$ 20,174,945	\$ 20,174,945	\$ (556,023)	-3%
Use of Fund Balance	\$ -	\$ 1,529,497	\$ 5,089,523	\$ 5,089,523	\$ 3,560,026	233%
<b>Total Revenue</b>	<b>\$ 8,788,895</b>	<b>\$ 25,334,682</b>	<b>\$ 26,754,468</b>	<b>\$ 26,754,468</b>	<b>\$ 1,419,786</b>	<b>6%</b>
Services & Supplies	\$ 11,264	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	0%
Other Charges	\$ 68,769	\$ 173,443	\$ 1,000	\$ 1,000	\$ (172,443)	-99%
Fixed Assets	\$ 6,895,974	\$ 22,985,982	\$ 25,257,990	\$ 25,257,990	\$ 2,272,008	10%
Intrafund Transfers	\$ 1,080,721	\$ 1,225,257	\$ 1,445,478	\$ 1,445,478	\$ 220,221	18%
Designation of Fund Balance	\$ -	\$ 900,000	\$ -	\$ -	\$ (900,000)	-100%
<b>Total Appropriations</b>	<b>\$ 8,056,728</b>	<b>\$ 25,334,682</b>	<b>\$ 26,754,468</b>	<b>\$ 26,754,468</b>	<b>\$ 1,419,786</b>	<b>6%</b>
Change in Fund Balance	\$ (732,167)	\$ -	\$ -	\$ -	\$ -	n/a

### CAPITAL WORK PLAN SUMMARY

The ACO fund is the County budget unit used to accumulate capital project funding and to plan and track major maintenance and capital improvements to County-owned facilities. This budget unit does not include roads (please see Department of Transportation) and standard maintenance projects (please see Facilities – Maintenance). Projects identified in the Work Plan are typically greater than \$10,000 and must be an improvement that adds value and life to the facility. Funds are transferred to the ACO fund and appropriated throughout the year based on the Work Plan.

#### Continuing Projects

##### *Countywide Special Projects*

Funding from the annual Accumulated Capital Outlay funds (1% of all property tax revenues directly deposited to the ACO fund) is set aside annually for capital projects that have not been specifically identified. For FY 2017-18, a total of \$565,000 is set aside for emergency projects, security upgrades, HVAC repairs, painting, parking lots and ADA compliance needs that may come up throughout the year.

# Accumulated Capital Outlay Fund

## RECOMMENDED BUDGET • FY 2017 - 18

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Additionally, \$100,000 is budgeted for facilities planning related to annual funds set aside for environmental assessments, ADA assessments, real estate negotiations, or other miscellaneous costs associated with future facility planning.

### *County Buildings A and B Renovation*

In 2016 the County began renovation work on Buildings A and B at 330 Fair Lane to replace failing HVAC systems, replace outdated lighting with energy efficient lighting, and to complete necessary ADA renovations. The County anticipates completing this project in FY 2017-18. \$470,000 in ACO annual funding is recommended to be set aside to complete the A/B renovation expansion space, including move costs and temporary trailer (“swing space”) rental. An additional \$3,365,969 from existing ACO Fund balance is designated for the final phase of the A/B renovation project and will be used in FY 2017-18. The project is anticipated to be completed on time and on budget.

### *Parks Projects*

\$314,994 in funding has been budgeted from the ACO fund for various park projects including \$75,000 for ADA and various projects at Forebay Park, \$72,000 for work on the SPTC natural trail, \$18,000 for various projects at Pioneer Park and \$150,000 for various projects at Henningsen Lotus Park. The Department of Transportation is also estimating \$58,554 in carry over funding for the New York Creek trail project. An additional \$100,000 is requested from the General Fund for the park impact fee nexus study and the parks and trails master plan update.

### *Public Safety Facility*

The County was approved for a \$57,140,000 loan from the United State Department of Agriculture (USDA). In addition to this loan, the County will be required to spend \$11,000,712 in General Fund prior to being able to draw down the USDA loan funds. By the end of FY 2016-17, the County estimates spending \$5,164,212 on the Public Safety Facility, including the acquisition of the land. This will leave a balance of \$5,836,500 anticipated to be spent in FY 2017-18. The County set aside a Public Safety Reserve of \$5,836,500 for the remaining County up-front costs related of the Public Safety Facility. The Department anticipates spending the remainder of these reserved funds in FY 2017-18.

### *Court House*

\$3,000,000 was appropriated from the General Fund for the Ray Lawyer Drive expansion in preparation for the new Court House, but the funding was not used in FY 2016-17 and is being carried over into this fiscal year.

### *Juvenile Hall*

In FY 2016-17, the Board set aside \$1.2 million as the County contribution and grant match for the replacement of the West Slope Juvenile Hall facility. For FY 2016-17, \$300,000 from the General Fund was budgeted to be used for the planning and design of the replacement building for the West Slope Juvenile Hall. As this work has not yet been completed, this funding is being carried forward and appropriated in FY 2017-18. Additionally, \$300,000 that was designated in the ACO fund for the new Juvenile Hall is budgeted for total planning and design in FY 2017-18.

### *FENIX*

In March 2013, the Board approved a total project budget of \$5.6 million for the FENIX project. The year-end estimate of funds remaining for the project is \$2,510,312. The budget includes carry-over

# Accumulated Capital Outlay Fund

## RECOMMENDED BUDGET • FY 2017 - 18

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General Funds of \$2,510,312 for the project. This estimate will be adjusted at Addenda after the year-end closeout.

### *Deferred Maintenance*

The Board annually has dedicated General Funds set aside for Capital Projects to the deferred maintenance work identified in the VANIR study. In FY 2016-17, a total of \$13.3 million was budgeted for work related to the VANIR study, including the A/B renovation. The Facilities division is projecting to spend approximately \$9.2 million of this budget from the General Fund, resulting in \$4,082,534 carrying forward for completion in FY 2017-18. Additionally, \$465,189 is recommended to be set aside from the General Fund, and \$1,395,000 from the ACO Fund Balance for various projects identified in the VANIR study.

### Recommended New Projects

#### *Megabyte*

The amount requested for FY 2017-18 for the new Property Tax System is \$1,200,000. \$153,000 in funding from the Assessor's special revenue fund has been identified to be used on the system. The remaining amount of \$1,047,000 is recommended to come out of the General Fund.

#### *Public Health Facility*

Tobacco settlement funds (non-General Fund) from Public Health in the amount of \$1,338,318 are recommended to be utilized for capital improvements to the Spring Street facility.

#### *AQMD building*

\$975,000 in non-General Fund funding from the Air Quality Management District (AQMD) is recommended to be used for the new building and various charging stations throughout the County.

## BUDGET SUMMARY BY FUNDING SOURCE

	<b>Appropriations</b>	<b>Revenues</b>
ACO Funds	\$ 6,520,969	\$ 6,520,969
Criminal Justice Special Revenue Fund	\$ 200,000	\$ 200,000
General Fund	\$ 11,504,855	\$ 11,504,855
Public Safety Facility Reserve	\$ 5,836,500	\$ 5,836,500
Tobacco Settlement Funds	\$ 1,338,318	\$ 1,338,318
Assessor Special Revenue Fund	\$ 198,000	\$ 198,000
Air Quality Management District (AQMD)	\$ 975,000	\$ 975,000
<b>Total</b>	<b>\$ 26,573,642</b>	<b>\$ 6,720,969</b>

## RECOMMENDED BUDGET

This Budget is recommended at \$26,754,468. The Recommended Budget reflects an increase in the total budget of \$1,419,786 (5%) when compared to the FY 2016-17 Adopted Budget.

# Accumulated Capital Outlay Fund

## RECOMMENDED BUDGET • FY 2017 - 18

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### General Fund – Designation for Capital projects

The FY 2017-18 Budget includes a recommended \$5,000,000 increase to the General Fund's Designation for Capital Projects, to set one-time monies aside to fund future capital projects and deferred maintenance. This recommendation is made pursuant to Board Budget Policy no. 9, **Capital Reserves**, which states:

*Once General Reserves and General Fund Contingency equal 8% of adjusted General Fund appropriations, the Board may choose to transfer any remaining un-appropriated discretionary resources to the Designations for Capital Projects to be retained to assist in addressing unmet capital needs and building a replacement reserve. A standard measurement used for determining the required budget to properly maintain public facilities is 2 to 4 percent of their replacement value. For example, currently the replacement value of County owned facilities is \$250,000,000. Beginning in FY 2016-17 the goal is to set aside 2%, or \$5,000,000, annually into the Capital Reserve.*

This funding is not reflected in the FY 2017-18 Work Plan, as it is reserved for future capital projects. These funds will be transferred to the ACO fund and appropriated through the ACO Work Plan when capital projects are identified and require General Fund funding.

### Pending Issues and Policy Considerations

The County has historically not maintained a consistent practice for setting aside adequate reserves to ensure sufficient funding is available to meet long-term facility needs. In 2013 the County contracted with VANIR for a facilities assessment report. Of the facilities that were included, the study identified \$55 million worth of deferred maintenance projects. It is important to note that not all County facilities were included in this assessment, so the actual need is likely greater than this number. The Facilities Division opted to pull out \$8 million of projects on buildings that were deemed near end of life, which reduced the overall Capital Improvement Plan to \$46 million. This assessment was completed 3.5 years ago and construction prices escalate with each year. Therefore the figure of \$46 million will continue to grow as prices escalate.

The Facilities Division has been working each year to prioritize and complete projects identified in the plan with fire/life/safety projects taking precedence. To date, the County has spent \$13,129,915 on the Facilities Capital Improvement Plan for projects related to the VANIR assessment.

As has been reported previously, to adequately budget today's available funding for the maintenance of public facilities in the future, a standard target is to set aside 2 to 4 percent of the estimated facility replacement values on an annual basis. In FY 2013-14, the replacement value of County owned facilities was estimated at \$250 million. The \$5 million that is reflected in Board policy and recommended to be set aside each year is approximately 2% of the estimated replacement value of the County's buildings. By building these reserves, the Facilities Division will be able to continue the implementation of the Capital Improvement Plan.

The FY 2016-17 budget included a General Fund contribution of \$320,000 to try to acquire land located on Depot Road for a park. This negotiation was unsuccessful. The Chief Administrative Office is recommending that this funding no longer be set aside and has been returned, in concept, to the General Fund fund balance. Therefore, the ACO Capital Workplan does not reflect this as carry-forward funding for this park.

# Accumulated Capital Outlay Fund

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 13 CAPITAL PROJECT FUND  
**DEPARTMENT:** 02 CAO - CHIEF ADMINISTRATIVE OFFICE

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
0100	PROP TAX: CURR SECURED	1,348,000	1,348,000	1,402,000	54,000
0110	PROP TAX: CURR UNSECURED	49,000	49,000	51,000	2,000
0130	PROP TAX: PRIOR UNSECURED	1,000	1,000	1,000	0
0140	PROP TAX: SUPP CURRENT	2,000	2,000	2,100	100
0150	PROP TAX: SUPP PRIOR	8,000	8,000	8,400	400
0174	TAX: TIMBER YIELD	5,000	5,000	3,000	-2,000
<b>CLASS: 01</b>	<b>REV: TAXES</b>	1,413,000	1,413,000	1,467,500	54,500
0400	REV: INTEREST	13,000	13,000	13,500	500
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	13,000	13,000	13,500	500
0820	ST: HOMEOWNER PROP TAX RELIEF	4,000	4,000	4,000	0
0880	ST: OTHER	1,639,217	1,639,217	0	-1,639,217
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	1,643,217	1,643,217	4,000	-1,639,217
1200	REV: OTHER GOVERNMENTAL AGENCIES	5,000	5,000	5,000	0
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	5,000	5,000	5,000	0
2020	OPERATING TRANSFERS IN	20,730,968	20,730,968	20,174,945	-556,023
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	20,730,968	20,730,968	20,174,945	-556,023
0001	FUND BALANCE	248,005	248,005	1,453,554	1,205,549
0003	FROM DESIGNATIONS	1,281,492	1,281,492	3,635,969	2,354,477
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	1,529,497	1,529,497	5,089,523	3,560,026
<b>TYPE: R SUBTOTAL</b>	25,334,682	25,334,682	26,754,468	26,754,468	1,419,786
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
4302	CONSTRUCT & ENGINEER CONTRACTS	0	0	50,000	50,000
4500	SPECIAL DEPT EXPENSE	50,000	50,000	0	-50,000
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	50,000	50,000	50,000	0
5300	INTERFND: SERVICE BETWEEN FUND	173,443	173,443	1,000	-172,443
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	173,443	173,443	1,000	-172,443
6000	FIXED ASSET: LAND	320,000	320,000	0	-320,000
6020	FIXED ASSET: BUILDING & IMPROVEMENTS	15,159,891	15,159,891	17,187,858	2,027,967
6021	FIXED ASSET: DESIGN SERVICES	935,000	935,000	1,000,000	65,000
6022	FIXED ASSET: PROJECT MANAGEMENT	2,500,000	2,500,000	2,500,000	0
6025	LEASEHOLD IMPROVEMENTS	60,000	60,000	60,000	0
6028	FIXED ASSET: CONSTRUCTION RENTALS	200,000	200,000	400,000	200,000
6029	FIXED ASSET: CONSTRUCTION MATERIALS	400,000	400,000	400,000	0
6042	FIXED ASSET: COMPUTER SYSTEM	3,411,091	3,411,091	3,710,132	299,041
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	22,985,982	22,985,982	25,257,990	2,272,008
7000	OPERATING TRANSFERS OUT	1,225,257	1,225,257	1,445,478	220,221
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	1,225,257	1,225,257	1,445,478	220,221
7801	DESIGNATIONS OF FUND BALANCE	900,000	900,000	0	-900,000
<b>CLASS: 78</b>	<b>RESERVES: BUDGETARY ONLY</b>	900,000	900,000	0	-900,000
<b>TYPE: E SUBTOTAL</b>	25,334,682	25,334,682	26,754,468	26,754,468	1,419,786
<b>FUND TYPE: 13 SUBTOTAL</b>	0	0	0	0	0





# Community Funding Requests

## RECOMMENDED BUDGET • FY 2017 - 18

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### MISSION

This budget unit contains requests from local organizations for financial assistance. The budget is prepared by the Chief Administrative Office.

### SUMMARY OF REQUESTS

	<b>Amount Requested</b>	<b>Type of Organization</b>
Motherlode Century	Not noted	Not Noted
Slide the City Event	\$35,000	For-Profit LLC
Placerville Aquatic Center	\$20,000	City of Placerville
Lake Tahoe Bike Coalition	\$5,000	Member-supported Non-profit

### FY 2017-18 REQUESTS

#### *Slide the City Event*

Slide the City has proposed to bring a 1,000 foot slip n’ slide to city streets. The event organizer partners with a charity and donates a portion of the proceeds to their cause. Slide the City Tahoe was held on Ski Run Blvd between Needle Peak Road and Pioneer Trail last year. The request is for \$35,000 as well as contributions towards supplies, security, permits, transportation, medical support, and restroom facilities.

#### *Motherlode Century Event*

The Motherlode Century is an organized bicycle ride scheduled for September 10, 2017. The routes begin in Coloma and continue through Lotus, Cool, Highway 193, Apple Hill, and Placerville. The request did not include information about the organization or a requested dollar amount.

#### *Placerville Aquatics Center*

The City of Placerville is requesting \$20,000 for operations and maintenance of the Placerville Aquatics Center. In 2013, the Board of Supervisors approved requests for \$20,000 to extend pool hours during the 2013 season. Data compiled in 2014 showed that 70% of the participants reside outside the City limits. The data also documents that operational costs far exceed the amount of revenues received, which supports the request for funding. This request was also made and approved in 2014, and each following year.

#### *Lake Tahoe Bike Coalition*

In 2014, El Dorado County provided \$5,000 to the Lake Tahoe Bike Coalition to offset the cost of updating the Lake Tahoe Bikeways maps. The Coalition is requesting the same amount for FY 2017-18 for updating and maintaining the online and printed maps.

# Community Funding Requests

RECOMMENDED BUDGET • FY 2017 - 18

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## RECOMMENDED BUDGET

The Chief Administrative Office does not make recommendations for funding in this budget unit, as these funding decisions are made solely at the discretion of the Board of Supervisors. No amount of money is budgeted for any subsidies requested.

El Dorado County has provided varying levels of funding for a variety of community organizations in the past. In prior years, this funding was awarded through a “mini-grant” process, wherein organizations meeting certain criteria could apply. Applicants were evaluated and awarded funding provided through Economic Development.

This year’s requests are not included in the Economic Development funding budget and would not be funded through Transient Occupancy Tax revenue. There are no revenues directly attributable to this budget unit, therefore the funding source is the General Fund.

MISSION

County Counsel is the legal advisor of the Board of Supervisors and is legal counsel in civil law matters for all County departments, boards, and commissions. General duties of the County Counsel include: representing the County in all civil legal proceedings and administrative hearings; preparing ordinances, resolutions and contracts for the County; advising the Board of Supervisors and other County officials, and department heads on legal issues; representing the Health and Human Services Agency in juvenile court dependency hearings and administrative hearings concerning eligibility; advising on legal issues regarding workers compensation, tort and liability cases; instituting conservatorships for probate and for gravely-disabled individuals, under the Lanterman-Petris-Short (LPS) Act.

DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Charges for Service	\$ 321,179	\$ 474,225	\$ 474,225	\$ 474,225	\$ -	0%
Miscellaneous	\$ 100	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Revenue</b>	<b>\$ 321,279</b>	<b>\$ 474,225</b>	<b>\$ 474,225</b>	<b>\$ 474,225</b>	<b>\$ -</b>	<b>0%</b>
Salaries and Benefits	\$ 2,422,964	\$ 2,996,626	\$ 2,944,699	\$ 2,944,699	\$ (51,927)	-2%
Services & Supplies	\$ 179,234	\$ 706,244	\$ 508,125	\$ 318,125	\$ (388,119)	-55%
Intrafund Transfers	\$ 6,149	\$ 6,715	\$ 6,787	\$ 6,787	\$ 72	1%
<b>Total Appropriations</b>	<b>\$ 2,608,347</b>	<b>\$ 3,709,585</b>	<b>\$ 3,459,611</b>	<b>\$ 3,269,611</b>	<b>\$ (439,974)</b>	<b>-12%</b>
<b>Net County Cost</b>	<b>\$ 2,287,068</b>	<b>\$ 3,235,360</b>	<b>\$ 2,985,386</b>	<b>\$ 2,795,386</b>	<b>\$ (439,974)</b>	<b>-14%</b>
FTEs	17	17	17	17	-	0%

MAJOR BUDGET CHANGES

Appropriations

*Salaries and Benefits*

(\$51,927) Decrease in total Salaries and Benefits costs as a result of filling vacated positions with new staff at a lower overall cost.

*Services and Supplies*

(\$380,000) Decrease in contract legal attorney services based on prior years' actuals and to recognize funding priorities in other budget areas.

PROGRAM SUMMARIES

The programs set forth below highlight the core legal functions of the particular area described. Allocation of Full Time Employee (FTE) represents an equivalent of full time employees since most duties are performed by multiple attorneys depending on current staffing. In addition to those primary duties, all of the attorneys in the office appear and advise on a wide variety of matters including: all aspects of civil litigation inclusive of writ proceedings, court hearings, public records and

# County Counsel

RECOMMENDED BUDGET • FY 2017 - 18

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subpoena/deposition requests, etc. Deputies are involved in the development and rendering of both oral and written legal advice regarding the resolution of issues that may have far reaching implications for County operations and programs. Deputies act as general legal advisors to the assigned County department, and supervise and participate in the resolution of difficult or complex legal questions regarding department's respective powers, duties, procedures and operations. All attorneys draft and review contracts, ordinances, resolutions, and other legal instruments as part of the day-to-day operations of this department.

## Statutory / State Programs

### *Public Guardian and Elder Protection*

These attorneys represent the Public Guardian in all facets of litigation on behalf of the County, including Probate, Limited and LPS Conservatorships from early disposition to judgment after jury or court trial and appeals to the Appellate and Supreme Courts. These attorneys also represent the Health and Human Services Agency (HHS) in areas of Elder Protection which represents the interests of senior citizens on conservatorship with the Public Guardian in all facets of litigation involving elder abuse, from detection and investigation of alleged elder abuse, to preparation of complex civil litigation for asset recovery from perpetrators. Staff provides training and renders advice to the Deputy Public Guardian staff concerning clients. When an estate or trust has assets, fees are requested and collected. Representation of the Public Guardian also encompasses advising Adult Protective Services, IHHS Programs and sometimes MSSP/Linkages. When there are sufficient assets to pay for the conservatee's needs, County Counsel will receive attorneys' fees commensurate with the conservatee's ability to pay. This discretionary program began in 2006 with the staff in the District Attorney's office, the Health and Human Services Agency (HHS), and County Counsel working in collaboration. These attorneys may provide back up to the Child Protective Services (CPS) caseloads.

### *Child Protective Services*

The attorneys for Health and Human Services Agency and Child Protective Services represent the Agency in all facets of litigation of Welfare & Institutions Code 300 cases from early disposition to disposition/judgment after trial, and appeals to the Appellate and Supreme Courts. The attorneys provide in-depth training, establish and review policies and procedures, and review and comment on current and proposed legislation and case law to the Agency personnel to improve case handling and outcomes including after-hours consultations on warrants and placement of endangered minors. The cost of County Counsel representation for the Agency is allocated through the A-87 Cost Plan and is applied toward the County's match requirements for Social Services programs.

## Land Use/Transportation/Capital Improvement Programs

### *Transportation, Planning & Land Use, Public Health/Ambulance, and Litigation*

These attorneys support Transportation, Planning and Building, Land Use, Environmental Management, and Air Quality Management, as well as the Public Health Emergency and Ambulance. These attorneys represent the County in regards to Capital Improvement Programs, including the coordination of these projects from planning and design, to right of way acquisition/condemnation and utility relocation phase, through construction and claims management, and resolution. Staff represents the County in administrative claims and civil litigation regarding project approval, facilities and complex project development. These attorneys provide legal advice and support for all aspects of work for the transportation department, inclusive of airports and trails. These duties include the preparation,

implementation, review, and defense of the County's General Plan, Zoning and Use Permits, development denials and approvals and CEQA compliance issues.

Staff advises on complex land use issues such as Rare Plants, Affordable Housing, and INRMP; and reviews and guides implementation and defense of policies, procedures and programs such as the mitigation fee programs, and reviews County CEQA documents for Capital Improvement Projects. These attorneys advise the Economic Development Coordinator on Land Use issues and Human Services on Affordable Housing issues. These attorneys oversee, participate in, and/or perform defense of administrative and writ proceedings on Land Use policies and approvals. These attorneys sit with and advise various Land Use commissions including the Planning Commission and the Agriculture Commission. These attorneys advise on complex funding requirements through state and federal sources. They also participate, advise and coordinate complex projects for other departments such as the selection of and contract for ambulance services that involve the potential for significant liability.

### General Government

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#### *County Counsel and Chief Assistant County Counsel*

The County Counsel and Chief Assistant County Counsel plan and direct the activities and operations of the County Counsel's Office, and serve as the legal representative of the Board of Supervisors, all County departments, and boards and commissions, on assigned litigation and business matters, mandated functions (e.g. County election proceedings, writs of habeas corpus, etc.) providing highly responsible and complex administrative support to the Board of Supervisors. In addition to evaluating day-to-day and long range legal matters having an impact on the County, the County Counsel and Chief Assistant County Counsel establish County-wide legal controls and procedures, and communicate these goals, programs, policies and procedures to staff, the public, the CAO, other County departments and state and local agencies. They maintain current knowledge of changes in directives, policies, statutes and regulations that affect operations, and make suggestions on proposed legislation and regulations concerning the County.

#### *Human Resources, Sheriff, Risk Management, and Related Law and Justice Departments*

These attorneys provide legal advice and support to all departments regarding personnel issues, grievances and disciplinary actions. These attorneys appear on behalf of departments at Civil Service Hearings, and represent the County at Public Employment Relations Board (PERB) hearings. These attorneys also sit as part of the County's Threat Assessment Team and advise on medical and disability issues in negotiations. This may include the review of outside litigation claims and overseeing and assisting in directing the litigation being handled by outside counsel. These attorneys provide advice and assist in the labor relations functions of the Human Resources Department including negotiations, Equal Employment Opportunity Commission (EEOC) matters, and Department of Fair Employment and Housing (DFEH) matters. The attorney advising Risk Management advises in the implementation of the Affordable Care Act, health care and benefit contracts. As counsel for the Sheriff, in addition to advising on their personnel issues, this position reviews policy manuals and attends the Sheriff section meetings. On three occasions, attorneys have stepped into the position of Interim Director of Human Resources when requested by the CAO and Board of Supervisors.

#### *General Law, Contracts, and all other Departments*

The attorneys in this assignment provide legal advice and support on a wide variety of legal issues that are encountered by any County department. Staff also review and develop responses to subpoenas and Public Record Act requests, and represent employees who have been subpoenaed as witnesses in various

# County Counsel

## RECOMMENDED BUDGET • FY 2017 - 18

civil, criminal, or administrative proceedings. These positions represent various County departments in writ proceedings in civil court, administrative proceedings including the State Department of Administrative Hearings, the Department of Housing and Urban Development, the Air District Hearing Board and the Assessment Appeals Board. In addition to litigation related duties, this attorney also provides support services for many County departments and agencies with contract review; review and advice on project bid reviews and advice regarding proposed rule adoption and ordinances. Staff also advises the Procurements and Contracts division and County Facilities Management.

### *Administrative, Operations Support*

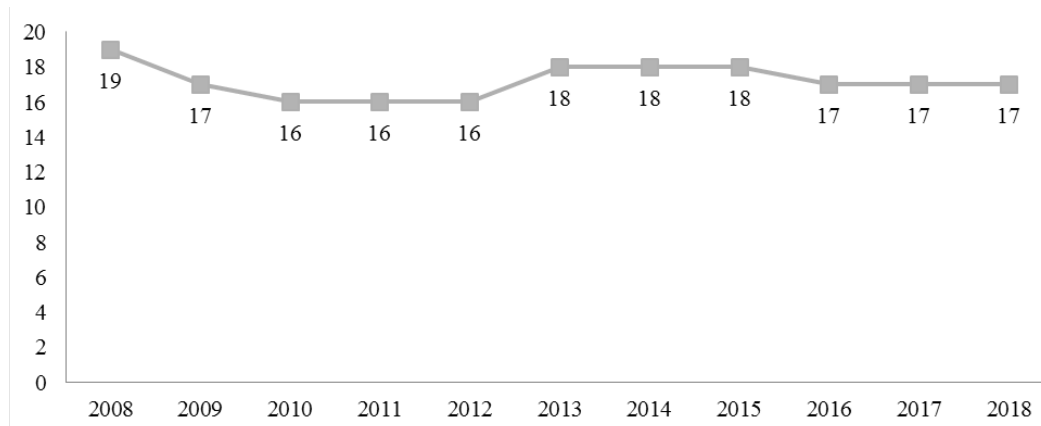
One Department Analyst provides administrative and fiscal support including budgeting, accounting, payroll, purchasing, and contract coordination. Three Sr. Legal Secretaries and one Legal Secretary II provide secretarial services for twelve attorneys along with direct interaction with client/departments and the general public. In addition to direct attorney support, each secretarial position is dedicated to a specific support function that works directly with client/departments in facilitating their individual programs such as Public Guardian, Child Protective Services, and General Government.

### BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Administrative/Operations Support	\$ 603,582	\$ -	\$ 603,582	5
Statutory/State Programs				
Public Guardian, Elder Protection, and HHS	\$ 483,467	\$ 120,000	\$ 363,467	2
Child Protective Services	\$ 443,145	\$ -	\$ 443,145	2
Land Use/Transportation/Capital Improvement	\$ 454,368	\$ 279,225	\$ 175,143	2.75
Administrative/General Government			\$ -	
County Counsel & Chief Asst County Counsel	\$ 370,845	\$ -	\$ 370,845	1.25
Sherrif, HR/Risk, Law and Justice	\$ 473,666	\$ 75,000	\$ 398,666	2
General Law, Contracts, other Departments	\$ 440,538	\$ -	\$ 440,538	2
<b>Total</b>	<b>\$ 3,269,611</b>	<b>\$ 474,225</b>	<b>\$ 2,795,386</b>	<b>17</b>

### STAFFING TREND

County Counsel staffing has remained relatively static over the past 10 years and is currently at 17 FTEs. All staff is located on the West Slope, with travel to South Lake Tahoe as needed. Over the past two fiscal years, County Counsel has had attorneys covering for the Assistant CAO position and Interim Director of Human Resources. At these times County Counsel has hired retired annuitants as temporary employees.



**BEST PRACTICES & SERVICE INDICATORS**

In accordance with the Strategic Plan, the following best practices and service indicators will be implemented and measured throughout FY 2017-18. Results will be included in the following budget, and each year thereafter, to measure progress and levels of service.

Service Indicators

*Operational Metrics*

Juvenile Dependency and Public Guardian Litigation (Quarterly)

- 1) Appearances in court representing Child Welfare cases.
- 2) Appearances in court representing the Public Guardian.
- 3) Number of appeals/writs from juvenile dependency cases.
- 4) Percentage of appeals/writs where County prevails.
- 5) Juvenile Dependency Cases opened/closed.
- 6) Public Guardian Cases opened/closed.

Outside Litigation

- 1) Number of cases assigned to outside counsel. (Quarterly)
- 2) Costs to County for services provided by outside counsel. (Annually)
- 3) Percent of cases resolved through settlement or court adjudication within reserved amount. (Annually)

In-House Litigation

- 1) Number of cases handled. (Annually)
- 2) Cost of attorney time spent on the cases. (Annually)
- 3) Cost recovery from outside entities. (Annually)
- 4) Percent of cases resolved within assessment. (Annually)

Legal Service Requests

- 1) Number of legal service requests received from departments. (Monthly)

Contract Reviews

- 1) Number of contracts submitted for review. (Monthly)

*Service Delivery Metrics*

- 1) Average number of days to respond to legal service requests. (Quarterly)
- 2) Percentage of standard contract reviews completed within 20 working days. (Quarterly)
- 3) Percentage of non-standard contract reviews completed within 30 working days. (Quarterly)



# County Counsel

## RECOMMENDED BUDGET • FY 2017 - 18

### RECOMMENDED BUDGET

The budget is recommended at \$3,269,611. The Recommended Budget reflects no change in revenue and a decrease in appropriations of \$439,974 (12%) when compared to the FY 2016-17 Adopted Budget.

The overall County Counsel budget represents a decrease in net county cost of \$439,974, or 14%, when compared to the FY 2016-17 Adopted Budget.

This represents a status quo budget, as no services are increasing, and the changes in costs are associated with decreases in overall department salaries, changes in health care and insurance costs, and the reduction of the budget for contracted legal services related to specific land use cases.

### CAO Adjustments

County Counsel has contracted with outside firms for providing legal services related to specific land use cases. This portion of the budget was increased in previous years to account for anticipated costs associated with legal matters, which had been historically charged to the Risk Management fund, and as a result, the Net County Cost increased by \$376,598 (14% in) FY 2016-17. In practice, however, a portion of the cost for outside legal services continues to be charged to and reflected in the Risk Management fund. The Department requested that this line item be reduced from \$490,000 to \$300,000 for FY 2017-18. The CAO has further reduced this to \$110,000 to be more in line with prior year actuals and current year trends and to recognize funding priorities in other budget areas. It should be noted that reducing funding in this area is a less conservative approach, and County Counsel may need to request an increase in legal services funding during the year should additional legal matters develop during the fiscal year.

### Sources & Uses of Funds

The budget for County Counsel is primarily funded with discretionary General Fund revenue. These revenues are collected in Department 15 – General Fund Other Operations.

The Department also charges County departments with outside funding sources to recoup a portion of the cost of its services. The Department also receives some revenues for legal services provided to conservatees.

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 07 CC - COUNTY COUNSEL

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
1380	LEGAL SERVICES	90,000	120,000	120,000	0
1810	INTERFND REV: COUNTY COUNSEL	280,000	354,225	354,225	0
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	370,000	474,225	474,225	0
<hr/>					
<b>TYPE: R SUBTOTAL</b>		370,000	474,225	474,225	0

County Counsel  
RECOMMENDED BUDGET • FY 2017 - 18

FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 07 CC - COUNTY COUNSEL

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
3000	PERMANENT EMPLOYEES / ELECTED	2,145,360	2,145,360	2,106,090	2,106,090	-39,270
3004	OTHER COMPENSATION	57,648	57,648	61,791	61,791	4,143
3020	RETIREMENT EMPLOYER SHARE	414,061	414,061	396,104	396,104	-17,957
3022	MEDI CARE EMPLOYER SHARE	31,945	31,945	30,422	30,422	-1,523
3040	HEALTH INSURANCE EMPLOYER	175,299	175,299	178,170	178,170	2,871
3042	LONG TERM DISABILITY EMPLOYER	5,509	5,509	5,247	5,247	-262
3043	DEFERRED COMPENSATION EMPLOYER	21,446	21,446	21,661	21,661	215
3046	RETIREE HEALTH: DEFINED	17,887	17,887	19,469	19,469	1,582
3060	WORKERS' COMPENSATION EMPLOYER	25,471	25,471	23,745	23,745	-1,726
3080	FLEXIBLE BENEFITS	102,000	102,000	102,000	102,000	0
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>2,996,626</b>	<b>2,996,626</b>	<b>2,944,699</b>	<b>2,944,699</b>	<b>-51,927</b>
4041	COUNTY PASS THRU TELEPHONE CHARGES	480	480	360	360	-120
4100	INSURANCE: PREMIUM	14,242	14,242	5,397	5,397	-8,845
4141	MAINT: OFFICE EQUIPMENT	285	285	285	285	0
4144	MAINT: COMPUTER	4,350	4,350	7,668	7,668	3,318
4220	MEMBERSHIPS	11,075	11,075	11,254	12,369	1,294
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	2,602	2,602	2,732	2,732	130
4260	OFFICE EXPENSE	10,500	10,500	10,500	10,500	0
4261	POSTAGE	2,170	2,170	2,170	2,170	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	1,960	1,960	1,560	1,560	-400
4265	LAW BOOKS	64,500	64,500	60,000	60,000	-4,500
4266	PRINTING / DUPLICATING SERVICES	500	500	500	500	0
4267	ON-LINE SUBSCRIPTIONS	33,000	33,000	33,840	33,840	840
4300	PROFESSIONAL & SPECIALIZED SERVICES	20,200	20,200	20,161	20,161	-39
4315	CONTRACT: LEGAL ATTORNEY	200,000	490,000	300,000	110,000	-380,000
4400	PUBLICATION & LEGAL NOTICES	1,000	1,000	1,000	1,000	0
4420	RENT & LEASE: EQUIPMENT	10,400	10,400	10,368	10,368	-32
4500	SPECIAL DEPT EXPENSE	500	500	1,350	1,350	850
4503	STAFF DEVELOPMENT	7,680	7,680	7,680	7,680	0
4600	TRANSPORTATION & TRAVEL	8,400	8,400	8,400	7,285	-1,115
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	13,200	13,200	13,200	13,200	0
4605	RENT & LEASE: VEHICLE	500	500	1,000	1,000	500
4606	FUEL PURCHASES	300	300	300	300	0
4608	HOTEL ACCOMMODATIONS	8,400	8,400	8,400	8,400	0
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>416,244</b>	<b>706,244</b>	<b>508,125</b>	<b>318,125</b>	<b>-388,119</b>
7210	INTRAFND: COLLECTIONS	250	250	250	250	0
7223	INTRAFND: MAIL SERVICE	5,447	5,447	5,437	5,437	-10
7224	INTRAFND: STORES SUPPORT	58	58	140	140	82
7231	INTRAFND: IS PROGRAMMING SUPPORT	560	560	560	560	0
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	400	400	400	400	0
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>6,715</b>	<b>6,715</b>	<b>6,787</b>	<b>6,787</b>	<b>72</b>
<b>TYPE: E SUBTOTAL</b>		<b>3,419,585</b>	<b>3,709,585</b>	<b>3,459,611</b>	<b>3,269,611</b>	<b>-439,974</b>
<b>FUND TYPE: 10 SUBTOTAL</b>		<b>3,049,585</b>	<b>3,235,360</b>	<b>2,985,386</b>	<b>2,795,386</b>	<b>-439,974</b>
<b>DEPARTMENT: 07 SUBTOTAL</b>		<b>3,049,585</b>	<b>3,235,360</b>	<b>2,985,386</b>	<b>2,795,386</b>	<b>-439,974</b>

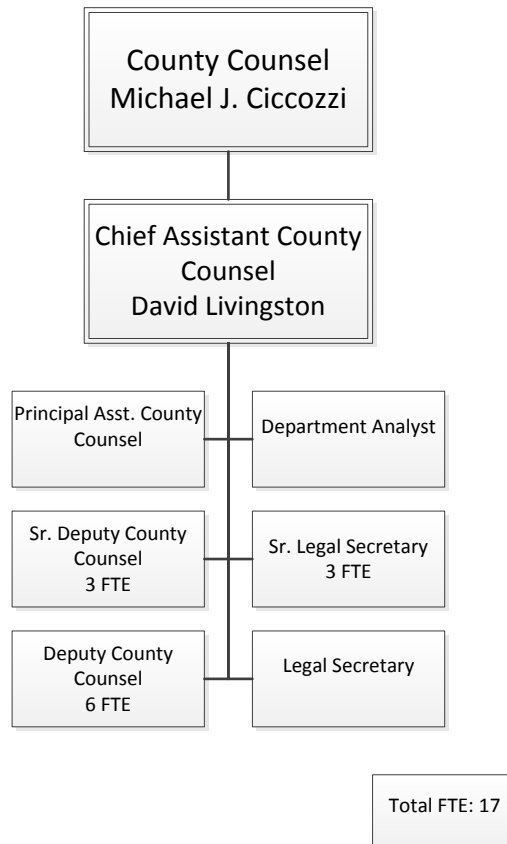
# County Counsel

RECOMMENDED BUDGET • FY 2017 - 18

## PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
County Counsel	1.00	1.00	1.00	-
Chief Assistant County Counsel	1.00	1.00	1.00	-
Department Analyst I/II	1.00	1.00	1.00	-
Deputy County Counsel	6.00	6.00	6.00	-
Legal Secretary I/II	1.00	1.00	1.00	-
Principal Assistant County Counsel	1.00	1.00	1.00	-
Sr. Deputy County Counsel	3.00	3.00	3.00	-
Sr. Legal Secretary	3.00	3.00	3.00	-
<b>Department Total</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>-</b>

## ORGANIZATIONAL CHART



# General Fund – Other Operations

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The General Fund Other Operations budget unit collects and accounts for the discretionary revenues for the General Fund and allocates those revenues to departments to cover net county cost allocations. In addition, this budget appropriates monies for contingency, General Fund contributions to departments, and other outside programs. This budget unit also includes appropriations for countywide expenses that are not appropriately assigned to individual departments, also referred to as Non-Departmental Expenses.

### BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Taxes	\$ 98,039,365	\$ 102,305,167	\$ 105,379,231	\$ 105,379,231	\$ 3,074,064	3%
Licenses, Permits	\$ 1,648,765	\$ 1,648,765	\$ 1,655,000	\$ 1,655,000	\$ 6,235	0%
Fines, Forfeitures	\$ 386,822	\$ 386,822	\$ 300,000	\$ 300,000	\$ (86,822)	-22%
Use of Money	\$ 263,838	\$ 263,838	\$ 320,000	\$ 320,000	\$ 56,162	21%
State	\$ 6,871,163	\$ 2,024,052	\$ 2,098,300	\$ 2,098,300	\$ 74,248	4%
Federal	\$ 560,691	\$ 560,691	\$ 400,000	\$ 400,000	\$ (160,691)	-29%
Other Governmental	\$ 5,635,025	\$ 7,135,025	\$ 7,246,900	\$ 7,246,900	\$ 111,875	2%
Charges for Service	\$ 5,771,793	\$ 5,602,263	\$ 6,242,804	\$ 6,242,804	\$ 640,541	11%
Miscellaneous	\$ 958	\$ -	\$ -	\$ -	\$ -	0%
Other Financing	\$ 37,205	\$ -	\$ 2,673	\$ 2,673	\$ 2,673	0%
Use of Fund Balance	\$ -	\$ 30,959,856	\$ 26,312,666	\$ 26,312,666	\$ (4,647,190)	-15%
Use of Capital Designation	\$ -	\$ 2,887,906	\$ -	\$ -	\$ (2,887,906)	-100%
Use of Other Reserves	\$ -	\$ 6,204,070	\$ 5,836,500	\$ 5,836,500	\$ (367,570)	-6%
<b>Total Revenue</b>	<b>\$119,215,625</b>	<b>\$159,978,455</b>	<b>\$155,794,074</b>	<b>\$155,794,074</b>	<b>\$ (4,184,381)</b>	<b>-3%</b>
Benefits	\$ 15,204	\$ 25,000	\$ 150,000	\$ 150,000	\$ 125,000	500%
Services & Supplies	\$ 112,629	\$ 1,557,500	\$ 631,421	\$ 631,421	\$ (926,079)	-59%
Other Charges	\$ 3,648,377	\$ 5,096,223	\$ 3,086,992	\$ 3,086,992	\$ (2,009,231)	-39%
Operating Transfers	\$ 18,058,692	\$ 25,442,246	\$ 23,954,471	\$ 23,954,471	\$ (1,487,775)	-6%
Intrafund Abatement	\$ (1,411,416)	\$ (4,797,328)	\$ (6,298,906)	\$ (6,298,906)	\$ (1,501,578)	31%
Contingencies	\$ -	\$ 4,561,000	\$ 5,500,000	\$ 5,500,000	\$ 939,000	21%
Increase to reserve	\$ -	\$ 5,788,732	\$ 5,382,700	\$ 5,382,700	\$ (406,032)	-7%
<b>Total Appropriations</b>	<b>\$ 20,423,486</b>	<b>\$ 37,673,373</b>	<b>\$ 32,406,678</b>	<b>\$ 32,406,678</b>	<b>\$ (5,266,695)</b>	<b>-14%</b>
<b>Total Discretionary Revenue</b>	<b>\$ 98,792,139</b>	<b>\$122,305,082</b>	<b>\$123,387,396</b>	<b>\$123,387,396</b>	<b>\$ 1,082,314</b>	<b>1%</b>

### MAJOR BUDGET CHANGES

#### Revenue

\$2,750,477	Increase in Property Tax – Current Secured based on projected increase in property assessed valuation; equals 4.5% increase over FY 2016-17 Adopted Budget.
\$227,972	Increase in Sales and Use Tax based on trend in actual receipts; equals 2% increase over FY 2016-17 Adopted Budget.
\$102,000	Increase in revenue from Shingle Springs Rancheria pursuant to existing agreement, which includes annual increases effective with FY 2017-18.
\$184,863	Increase in Assessment and Tax Collection Fee revenue based on trend in actual charges.

# General Fund – Other Operations

RECOMMENDED BUDGET • FY 2017 - 18

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- (\$4,100,117) Decrease in estimated carryover Fund Balance Available for general operations; the Fund Balance Available for operations is estimated at \$16,430,000 for FY 2017-18.
- (\$547,074) Decrease in estimated carryover Fund Balance attributed to unspent project funding designated for the Accumulated Capital Outlay fund; the carryover Fund Balance for capital projects is estimated at \$9,892,666 for FY 2017-18.

## Appropriations

- \$125,000 Increase in Employee costs reflecting funds recommended to be set aside in the General Fund Other Operations budget for potential staffing augmentation in the Human Resources Department.
- \$1,329,311 Increase in Interfund Abatement revenue (reimbursement for overhead costs) reflecting charges to the Planning and Building Department and from Social Services based on increased A-87 Cost Plan charges.
- (\$1,079,693) Decrease in General Fund Contribution to the Accumulated Capital Outlay fund, reflecting a general reduction in the fund balance carryover amount (these funds were previously designated for ACO projects) and overall reduced General Fund contribution.
- (\$152,662) Decrease in General Fund Contribution to Community Services division of Health and Human Services, based on recommended reductions in program.
- (\$320,000) Decrease in General Fund Contribution to Parks, due to no recommendation for park acquisition in FY 2017-18 (funds were set aside in FY 2016-17 for acquisition of specifically identified park land).
- (\$875,000) Decrease in General Fund Contribution to Special Projects - the FY 2016-17 Adopted Budget included Interim Financing Cost for Public Safety Facility; however, the County was able to have those costs waived and is no longer required.
- (\$813,500) Decrease in General Fund Contribution to Resource Conservation District - the FY 2016-17 Adopted Budget included an advance of three-years of funding; therefore, no funding is recommended for FY 2017-18.
- (\$814,000) Decrease in General Fund Aid to Fire - the FY 2016-17 Adopted Budget set aside funding in the event General Fund contributions to fire districts were considered; no funding is recommended for FY 2017-18.
- \$939,000 Increase in the General Fund Appropriation for Contingency as a result of the \$814,000 reduction in the FY 2016-17 Contingency to set funds aside for potential Aid to Fire, approved with the prior year Addenda Budget. The Appropriation for Contingency is recommended at 3% of the adjusted General Fund budget, pursuant to Board Policy.

## GENERAL FUND REVENUES

### Property Tax

Property Tax is the County's largest source of revenue in the General Fund. The property tax is annually imposed on the assessed value of real property including land and permanently attached improvements, and tangible personal property (movable property).

# General Fund – Other Operations

## RECOMMENDED BUDGET • FY 2017 - 18

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El Dorado County distributes property tax proceeds to a number of local governments, school districts, and special districts within the County. The distribution is based on Assembly Bill 8 (Chapter 282, Statutes of 1979), which provides for the distribution of the proceeds generated by the 1% property tax. AB 8 allocates property tax in proportion to the share of property taxes received by a local entity prior to Proposition 13.

In FY 1992-93, the State began imposing property tax shifts on local governments (discussed below). This action, coupled with annexation of territory by and subsequent growth in special districts, has resulted in a decreased proportion of property tax revenues to the County, from 31% of the Countywide tax rate in FY 1991-92 to 23% of the Countywide tax rate today. In other words, the County now receives only \$23 for every \$100 collected from County taxpayers.

### *Education Revenue Augmentation Fund (ERAF)*

In FY 1992-93, the State took action to reduce its obligation for school funding, as mandated by Proposition 98, by shifting local property tax revenues to school districts via the Education Revenue Augmentation Fund (ERAF I). This was followed by two subsequent shifts in property taxes in 1993-94 (ERAF II) and FY 2004-05 (ERAF III). FY 2005-06 represented the second and last year of ERAF III where the County was obligated to shift \$1.45 million to the State as part of the State's budget solution in FY 2004-05.

Upon adoption of the ERAF program the voters were asked to approve Proposition 172 (Local Law Enforcement Sales Tax) as a backfill of property tax dollars shifted. It is important to note that the County only received 50 cents on the dollar and exchanged discretionary revenue for one that is restricted to law enforcement (Sheriff, District Attorney, Probation and Public Defender) with statutory anti-supplanting language.

### *Proposition 13*

Proposition 13, passed by voters in 1978, limits the real property tax rate to one percent of assessed value, plus any rates imposed to fund indebtedness approved by the voters. Proposition 13 also allows increases to the value of real property at the rate of the Consumer Price Index (CPI), not to exceed two percent per year based on the 1975 value, unless the property is improved or sold at which time the property is reassessed at market value. Since most property tax is guaranteed by placing a lien on the real property, properties are classified as secured or unsecured.

Secured Property includes real and personal property located upon the property of the same owner. Secured roll property taxes are paid in two installments, due on December 10 and April 10. Unsecured Property is property for which the value of the lien is not sufficient to assure payment of the tax. Unsecured roll taxes are due on August 31.

Secured Property Tax revenue is recommended at \$63,900,000 for FY 2017-18. The recommended budget for Property Tax revenue assumes an increase of 4.5% in the Secured Roll over the FY 2016-17 Adopted Budget. The actual property tax revenue received in FY 2016-17 is currently projected to equal the budgeted amount for that fiscal year.

### Sales and Use Tax

The California State Board of Equalization administers revenues from sales taxes. Sales Tax is collected at the point of sale, and then forwarded to the Board of Equalization. The County receives sales tax revenue payments based on estimates on a monthly basis with quarterly adjustments for actual receipts. Sales tax revenue can be used for any general purpose.

# General Fund – Other Operations

## RECOMMENDED BUDGET • FY 2017 - 18

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Sales and Use Tax revenue is recommended at \$12,040,000 for FY 2017-18. The recommended budget for Sales Tax revenue assumes an increase of 2% over the FY 2016-17 Adopted Budget. The actual sales and use tax revenue received in FY 2016-17 is currently projected to equal the budgeted amount for that fiscal year.

### Property Tax In-Lieu VLF (Motor Vehicle License Fees)

Prior to 2004, a primary source of revenue for California counties was the motor vehicle in-lieu. Due to the voter approved Proposition 1A (Protection of Local Government Revenues Act of November 2004), the State now receives the motor vehicle in-lieu revenues and has “swapped” that revenue for property tax. That revenue is budgeted in the Property Tax In-Lieu – Vehicle License Fee account. The intent of Proposition 1A was to protect revenues collected by local governments (cities, counties, and special districts) from being transferred to the California state government for statewide use. This was a permanent change to the County-State relationship regarding these revenues, and the County will continue to receive Property Tax revenues in lieu of Motor Vehicle License Fees. Property Tax In-Lieu - Vehicle License Fee revenues are calculated each year by a formula determined by the State Controller’s Office. It should be noted that these In-Lieu Property Tax revenues are not related to, nor should they in any way impact, the amount received in the Property Tax – Secured account.

Property Tax In-Lieu VLF revenue is recommended at \$18,837,200 for FY 2017-18. The recommended budget for VLF revenue currently assumes no increase over the FY 2016-17 Adopted Budget. Any change to the calculated revenue amount for FY 2017-18 will be adjusted in the Addenda Budget.

### Transient Occupancy Tax (TOT)

The Transient Occupancy Tax (TOT), or Hotel/Motel Occupancy Tax, is imposed on the daily rental price of a room in a lodging facility when used by visitors staying in the unincorporated portions of El Dorado County for less than 30 days. The tax rate for the County is 10% of gross room receipts and is allocated directly to General Fund functions.

TOT revenue is recommended at \$2,871,950 for FY 2017-18. The recommended budget currently assumes no increase from the FY 2017-18 Adopted Budget. This number does not include an additional 10% of TOT revenue which is distributed directly to the Treasurer-Tax Collector for services provided in the collection of this tax. Any change to the estimated revenue amount for FY 2017-18, based on actual receipts for FY 2016-17, will be adjusted in the Addenda Budget.

### Other Taxes

Other miscellaneous taxes include property transfer taxes, tax loss reserve, and timber yield. These combined revenues are anticipated to remain relatively flat in FY 2017-18.

### License/Permit/Franchise

The County receives franchise fees from a number of garbage and cable companies. Garbage franchise fees total \$840,000. Cable franchise fees total \$815,000. A modest change of \$6,235 is recommended in the budgeted amount for these revenue sources.

### Fines/Forfeitures/Penalties

Revenue recorded in this category represents delinquent property tax payments. This revenue is recommended to decrease by \$86,822, based on projected actual revenue for FY 2016-17.

# General Fund – Other Operations

## RECOMMENDED BUDGET • FY 2017 - 18

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### State Revenue

Pursuant to a statewide Master Settlement Agreement, California counties receive an annual Tobacco Settlement payment. El Dorado County is estimated to receive \$1,404,500 in FY 2017-18. El Dorado County also receives one source of State subvention revenues - the homeowner property tax relief (\$605,100). A minor amount for mandate payments (SB90) of \$20,000 is also included in this category.

### Federal Revenue

The County receives \$400,000 of Federal revenue for Payments in Lieu of Taxes (PILT). This payment is budgeted to decrease in FY 2017-18, based on actual activity year-to-date. Any change to the estimated revenue amount for FY 2017-18, based on actual receipts for FY 2016-17, will be adjusted in the Addenda Budget.

### Other Governmental

This includes casino funding in the amount of \$7,002,000 as well as funding from other governmental agencies (\$244,900). This annual payment from the Shingle Springs Band of Miwok Indians is budgeted to increase pursuant to the current Agreement, which calls for a 2% escalator effective with FY 2017-18.

### Charges for Service

Charges for service includes a fee for the collection of property taxes for the cities of Placerville and South Lake Tahoe and a number of special districts under the account name “Assessment/Tax Collection Fees” (\$2,096,900); the General Fund A-87 Cost Plan charges to various non-General Fund operations, such as the Department of Transportation, Public Health, Mental Health and Environmental Management, for Building C Rent and for their share of indirect costs, referred to as A-87 (\$3,920,904); and recording fees of \$225,000. The combined revenue in this category is anticipated to increase by \$640,541 in FY 2017-18, primarily due to increased A-87 Cost Plan charges.

### Fund Balance

The Recommended Budget includes \$26,312,000 in Fund Balance carryover. These are funds that are anticipated to be available at the end of FY 2016-17 as a result of operations and unspent appropriations designated for capital project work, and are recommended to be available for use in the following budget year. It is important to note that, although these funds are considered to be one-time in nature, the County still relies on these carryover funds to help balance its operating budget.

The Fund Balance available to meet operational funding requirements is estimated at \$16,420,000 for FY 2017-18. This estimate includes \$4.9 million in un-spent contingency and \$1.4 million in additional non-departmental revenues. The balance of the estimated Fund Balance is due to additional departmental revenues and anticipated departmental savings. The carryover Fund Balance designated for capital projects is estimated at \$9,892,666 for FY 2017-18.

These estimates are subject to change with the close of the FY 2016-17 financial records in August.



# General Fund – Other Operations

## RECOMMENDED BUDGET • FY 2017 - 18

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### General Reserve and Appropriation for Contingency

The General Reserve and Contingency calculations are determined based on adjusted General Fund appropriations.

The General Fund Appropriation for Contingency is recommended at \$5.5 million. Board Budget Policy No. 7 directs that the Contingency be set at a minimum of 3% of the adjusted General Fund appropriations. This funding is a set aside to provide resources in the event of unforeseen fiscal issues throughout the year.

The General Fund General Reserve is recommended at \$8,469,708. Board Budget Policy No. 8 directs that the General Reserve be set at an amount equivalent to approximately 5% of the adjusted General Fund appropriations. The General Reserve is established to provide for additional resources in the event of significant emergency situations where additional funds are required, and functions as a cash flow reserve during the year.

In FY 2016-17, the Chief Administrative Office recommended a one-time use of the General Reserve in the amount of \$650,800 to provide the cash advance to the RCDs. The RCDs will be foregoing their annual payment for four years and the equivalent of ¼ of these funds will go back into the General Reserve to payback the cash advance.

### Use of Designations (Reserved Fund Balance)

The Recommended Budget includes a use of \$5,836,500 held in the Public Safety Facility Construction designated fund balance account, representing the balance of the County's contribution to the construction of the new Public Safety Facility. These funds are to be transferred to the Accumulated Capital Outlay funds for use in the project.

## RECOMMENDED BUDGET

The Recommended Budget for Non-Departmental Expenses is \$32,406,678. The Total Revenue Budget is recommended at \$155,794,074. This reflects a decrease in total revenue \$4,184,381 (-3%), and a decrease in appropriations of \$5,266,695 (-14%) when compared to the FY 2016-17 Adopted Budget.

### Pending Issues and Policy Considerations

At the April 19, 2017 Special Budget Meeting, the Board of Supervisors identified several options for further analysis and directed CAO staff to further investigate certain road maintenance funding options and to provide recommendations. Within the next two months, the Chief Administrative Office will present an analysis of policy decisions for the increase of solid waste franchise fees, additional vehicle registration fees, a Transient Occupancy Tax (TOT) percentage increase, and the establishment of Zones of Benefits for road repairs.

**General Fund – Other Operations**  
**RECOMMENDED BUDGET • FY 2017 - 18**

**BUDGET SUMMARY**

Description	Recommended Amount
General Fund Contingency	\$ 5,500,000
General Fund Contribution to the Accumulative Capital Outlay Facilities Investment	13,784,043
General Fund Contribution to the Miwok Indians for Health Programs	2,652,000
General Fund Contribution to DOT	3,284
General Fund Contribution to DOT - Whiterock Road Connector	48,842
General Fund Contribution to ACO fund for ERP	2,510,312
General Fund Contribution to ACO fund for Property Tax System	1,047,000
General Fund Contribution to Airports	75,249
General Fund Contribution to HCED	114,622
General Fund Contribution to Veterans Committee (TOT)	159,553
General Fund Contribution to Health - Public Health Programs	3,339,144
Jail Medical Services Contract (CFMG)	2,381,210
Juvenile Hall Medical Services Contract (CFMG)	582,980
County Medical Services Program (Waived by CMSP Board for FY 2017-18)	-
California Children's Services (CCS) Diagnostics Program Match	273,790
California Children's Services (CCS) Program Match	81,164
Healthy Families Program Match	20,000
General Fund Contribution to Human Services - Community Services	2,311,273
Area Agency on Aging Programs	1,477,633
Senior Day Care	522,623
In Home Supportive Services (IHSS) Public Authority	90,616
Community Services Administration	120,000
Senior Shuttle	1,000
Workforce Investment Act	80,000
Public Housing Authority	19,401
General Fund Contribution Health - State Local Program Realignment Match	704,192
General Fund Contribution Mental Health - State Local Program Realignment Match	16,510
Annual Audit Contract	65,000
Sales Tax Audit Services	35,000
CalPERS Survivor Benefit Premium Payment (annual)	25,000
Human Resources Department set-aside Staffing Augmentation	125,000
CalPERS reports required for GASB 68	5,000
SB 90 Mandates	20,000
A87 Charges to Child Support (expenditure abatement)	(277,677)
A87 Charges to Social Services	(3,029,228)
A87 Charges to HHSA Admin, CDA Admin, Animal Services & Public Guardian	(2,992,001)
University California Cooperative Extension (UCCE)	252,992
EI Dorado Water & Power Authority (EDWPA)	300,000
Tahoe Regional Planning Agency (TRPA) Compact	40,000
General Fund Contribution to LAFCO	142,000
Commission on Aging	2,500
Countywide Legislative Memberships (CSAC, NACO)	44,368
Increase to General Reserve (Repayment for Advance to RCDs)	162,700
Increase to Designations - Public Safety Facility Payment Reserve	220,000
Increase to Designation for Capital Projects	5,000,000
<b>TOTAL</b>	<b>\$ 32,406,678</b>

# General Fund – Other Operations

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 15 GENERAL FUND OTHER OPERATIONS

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0100	PROP TAX: CURR SECURED	61,149,523	61,149,523	63,900,000	63,900,000	2,750,477
0110	PROP TAX: CURR UNSECURED	1,189,170	1,189,170	1,200,000	1,200,000	10,830
0120	PROP TAX: PRIOR SECURED	-19,724	-19,724	0	0	19,724
0130	PROP TAX: PRIOR UNSECURED	44,036	44,036	0	0	-44,036
0140	PROP TAX: SUPP CURRENT	724,770	724,770	724,770	724,770	0
0150	PROP TAX: SUPP PRIOR	352,405	352,405	425,000	425,000	72,595
0160	SALES AND USE TAX	11,812,028	11,812,028	12,040,000	12,040,000	227,972
0171	TAX: HOTEL & MOTEL OCCUPANCY	2,871,949	2,871,949	2,871,950	2,871,950	1
0172	TAX: PROPERTY TRANSFER	2,506,531	2,506,531	2,478,211	2,478,211	-28,320
0174	TAX: TIMBER YIELD	73,135	73,135	73,100	73,100	-35
0178	TAX: TAX LOSS RESERVE	2,829,986	2,829,986	2,829,000	2,829,000	-986
0179	PROP TAX IN-LIEU VEHICLE LICENSE FEE	18,771,358	18,771,358	18,837,200	18,837,200	65,842
<b>CLASS: 01</b>	<b>REV: TAXES</b>	102,305,167	102,305,167	105,379,231	105,379,231	3,074,064
0251	FRANCHISE: GARBAGE	831,484	831,484	840,000	840,000	8,516
0252	FRANCHISE: CABLE	817,281	817,281	815,000	815,000	-2,281
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	1,648,765	1,648,765	1,655,000	1,655,000	6,235
0360	PENALTY & COST DELINQUENT TAXES	386,822	386,822	300,000	300,000	-86,822
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp;</b>	386,822	386,822	300,000	300,000	-86,822
0400	REV: INTEREST	263,838	263,838	320,000	320,000	56,162
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	263,838	263,838	320,000	320,000	56,162
0540	ST: MOTOR VEHICLE IN-LIEU TAX	0	0	68,700	68,700	68,700
0820	ST: HOMEOWNER PROP TAX RELIEF	599,537	599,537	605,100	605,100	5,563
0881	ST: MANDATED REIMBURSEMENTS	20,000	20,000	20,000	20,000	0
0898	ST: OES - OFFICE EMERGENCY SERVICES	825,000	0	0	0	0
0908	ST: TOBACCO SETTLEMENT FUND	1,404,515	1,404,515	1,404,500	1,404,500	-15
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	2,849,052	2,024,052	2,098,300	2,098,300	74,248
1054	FED: UNITED STATES FOREST SERVICE	1,400,000	0	0	0	0
1080	FED: GRAZING FEE	87	87	0	0	-87
1090	FED: IN-LIEU TAXES	560,604	560,604	400,000	400,000	-160,604
<b>CLASS: 10</b>	<b>REV: FEDERAL</b>	1,960,691	560,691	400,000	400,000	-160,691
1200	REV: OTHER GOVERNMENTAL AGENCIES	235,025	235,025	244,900	244,900	9,875
1207	REV: SHINGLE SPRINGS RANCHERIA	6,900,000	6,900,000	7,002,000	7,002,000	102,000
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	7,135,025	7,135,025	7,246,900	7,246,900	111,875
1300	ASSESSMENT & TAX COLLECTION FEES	1,912,037	1,912,037	2,096,900	2,096,900	184,863
1600	RECORDING FEES	211,741	211,741	225,000	225,000	13,259
1800	INTERFND REV: SERVICE BETWEEN FUND	3,478,485	3,478,485	3,920,904	3,920,904	442,419
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	5,602,263	5,602,263	6,242,804	6,242,804	640,541
2020	OPERATING TRANSFERS IN	0	0	2,673	2,673	2,673
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	0	0	2,673	2,673	2,673

# General Fund – Other Operations

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 15 GENERAL FUND OTHER OPERATIONS

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
0001	FUND BALANCE	30,959,856	30,959,856	26,312,666	26,312,666	-4,647,190
0002	FROM RESERVES	2,887,906	2,887,906	0	0	-2,887,906
0003	FROM DESIGNATIONS	6,204,070	6,204,070	5,836,500	5,836,500	-367,570
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	40,051,832	40,051,832	32,149,166	32,149,166	-7,902,666
<b>TYPE: R SUBTOTAL</b>		162,203,455	159,978,455	155,794,074	155,794,074	-4,184,381
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	25,000	25,000	150,000	150,000	125,000
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	25,000	25,000	150,000	150,000	125,000
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	0	0	44,368	44,368	44,368
4300	PROFESSIONAL & SPECIALIZED SERVICES	955,000	130,000	125,000	125,000	-5,000
4501	SPECIAL PROJECTS	1,427,500	1,427,500	462,053	462,053	-965,447
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	2,382,500	1,557,500	631,421	631,421	-926,079
5240	CONTRIB: NON-CNTY GOVERNMENTAL	5,596,223	5,096,223	3,086,992	3,086,992	-2,009,231
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	5,596,223	5,096,223	3,086,992	3,086,992	-2,009,231
7000	OPERATING TRANSFERS OUT	25,442,246	25,442,246	23,954,471	23,954,471	-1,487,775
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	25,442,246	25,442,246	23,954,471	23,954,471	-1,487,775
7350	INTRFND ABATEMENTS: GF ONLY	-2,759,510	-2,759,510	-2,992,001	-2,992,001	-232,491
7351	INTRFND ABATEMENTS: SOCIAL SERVICE	-1,699,917	-1,699,917	-3,029,228	-3,029,228	-1,329,311
7367	INTRFND ABATEMENTS: CHILD SUPPORT	-337,901	-337,901	-277,677	-277,677	60,224
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-4,797,328	-4,797,328	-6,298,906	-6,298,906	-1,501,578
7700	APPROPRIATION FOR CONTINGENCIES	5,461,000	4,561,000	5,500,000	5,500,000	939,000
<b>CLASS: 77</b>	<b>APPROPRIATION FOR</b>	5,461,000	4,561,000	5,500,000	5,500,000	939,000
7800	TO RESERVE	0	0	162,700	162,700	162,700
7801	DESIGNATIONS OF FUND BALANCE	3,348,732	3,348,732	5,000,000	5,000,000	1,651,268
7805	DESIGNATION FOR AUDIT RESERVE	240,000	240,000	0	0	-240,000
7806	DESIGNATION PUBLIC SAFETY RESERVE	2,200,000	2,200,000	220,000	220,000	-1,980,000
<b>CLASS: 78</b>	<b>RESERVES: BUDGETARY ONLY</b>	5,788,732	5,788,732	5,382,700	5,382,700	-406,032
<b>TYPE: E SUBTOTAL</b>		39,898,373	37,673,373	32,406,678	32,406,678	-5,266,695
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	-122,305,082	-122,305,082	-123,387,396	-123,387,396	-1,082,314
<b>DEPARTMENT: 15</b>	<b>SUBTOTAL</b>	-122,305,082	-122,305,082	-123,387,396	-123,387,396	-1,082,314



# Human Resources – Risk Management

RECOMMENDED BUDGET • FY 2017 - 18

## MISSION

In support of the County of El Dorado’s commitment to provide a highly qualified, productive and service oriented workforce, the Human Resources Division supports employee and department success through organizational and employee development.

The mission of the Risk Management Division is to provide proactive risk management solutions that will safeguard our citizens and employees, and strengthen and preserve the viability and economic stability of our County.

## DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Federal	\$ 484	\$ -	\$ -	\$ -	\$ -	0.0%
Interest	\$ 112,906	\$ 42,253	\$ -	\$ -	\$ (42,253)	-100.0%
Charges for Service	\$ 38,330,488	\$ 47,368,160	\$ 48,247,937	\$ 48,247,937	\$ 879,777	1.9%
Miscellaneous	\$ 738,151	\$ -	\$ 1,084,250	\$ 1,084,250	\$ 1,084,250	100.0%
<b>Total Revenue</b>	<b>\$ 39,182,029</b>	<b>\$ 47,410,413</b>	<b>\$ 49,332,187</b>	<b>\$ 49,332,187</b>	<b>\$ 1,921,774</b>	<b>4.1%</b>
Salaries and Benefits	\$ 1,696,182	\$ 2,103,371	\$ 2,256,212	\$ 2,093,664	\$ (9,707)	-0.5%
Services & Supplies	\$ 36,456,625	\$ 46,902,723	\$ 48,415,804	\$ 48,286,981	\$ 1,384,258	3.0%
Other Charges	\$ 494,568	\$ 614,158	\$ 662,301	\$ 662,301	\$ 48,143	7.8%
Intrafund Transfers	\$ 3,228,952	\$ 2,877,570	\$ 3,146,076	\$ 3,146,076	\$ 268,506	9.3%
Intrafund Abatements	\$ (3,222,341)	\$ (2,948,824)	\$ (3,214,719)	\$ (3,214,719)	\$ (265,895)	9.0%
<b>Total Appropriations</b>	<b>\$ 38,653,986</b>	<b>\$ 49,548,998</b>	<b>\$ 51,265,674</b>	<b>\$ 50,974,303</b>	<b>\$ 1,425,305</b>	<b>2.9%</b>
<b>Net County Cost</b>	<b>\$ (528,043)</b>	<b>\$ 2,138,585</b>	<b>\$ 1,933,487</b>	<b>\$ 1,642,116</b>	<b>\$ (496,469)</b>	<b>-23.2%</b>
FTEs	16	17	17	17	\$ -	0.0%

## MAJOR BUDGET CHANGES

### Revenue

\$1,921,774 Increase are primarily due to adjustments in Risk Management program funding based on actuarial recommendations.

### Appropriations

\$358,000 Decrease in Human Resources division Professional and Specialized Services related to the completion of the Classification & Compensation Study.

\$107,000 Decrease in Human Resources division Legal Services related to Labor Negotiations.

\$13,000 Decrease in Human Resources division estimated support required for the Civil Service Commission.

\$2,133,766 Increase in Risk Management Fund existing and anticipated claims cost for FY 2017-18.

# Human Resources – Risk Management

RECOMMENDED BUDGET • FY 2017 - 18

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## PROGRAM SUMMARIES

### Human Resources

Responsible for business support functions including response to all public and departmental inquiries; processing and verifying all payroll/personnel changes; maintaining official personnel files; developing and modifying personnel policies and systems; maintaining and revising official position allocation lists, salary tables, classification descriptions; and developing and revising Countywide Human Resources programs and policies.

Under the Meyers-Millias-Brown Act, negotiate and administer all labor contracts; interpret MOU and policy provisions; investigate and respond to grievances; meet and confer on the development and modification of all Countywide and departmental policies affecting wages, hours, terms and conditions of employment. This program has responsibility for overseeing all bargaining unit modifications. The division utilizes the services of a third party administrator on an “as needed” basis to provide legal advice and representation in employment and labor relation matters.

#### *Recruitment*

Develop and administer classification related advertising, outreach, and testing methodology to maximize reasonable competition and ensure compliance with Civil Service Rules, federal, and state laws. Prepare certified employment lists utilizing the results of the recruitment process.

#### *Classification/Salary Administration*

Conduct analytical studies to ensure that employees are working within stated classifications; maintains and revises the classification plan to appropriately reflect span of responsibility, typical duties, and required qualifications in accordance with federal, state and local laws, local ordinances, rules and policies. This program has responsibility for interpretation and correct implementation of wage and hour requirements mandated by the Fair Labor Standards Act and labor contracts.

#### *Discipline, EEO, Discrimination Complaints*

Assists departments in the preparation of disciplinary actions; investigates discrimination complaints; interprets laws, rules and procedures, and maintains Equal Employment Opportunity (EEO) policies and standards to ensure compliance with federal, state and local laws and regulations; and prepares Equal Employment Opportunity Plans (EEOPs) required by the federal and state governments for receipt of federal and state program funding. A third party administrator provides investigative services on an “as needed” basis for discipline and discrimination complaints.

#### *Training and Orientation*

Conducts orientation sessions for new hires; develops, coordinates and provides training on topics that have applicability across departmental lines; and as appropriate within budgetary limitations.

### Risk Management

#### *Loss Control*

This program focuses on identifying the County’s exposure to accidental losses, analyzing the risk factors associated with those losses, and the development of programs to prevent or reduce losses to both

# Human Resources – Risk Management

RECOMMENDED BUDGET • FY 2017 - 18

County employees and assets. Program elements include employee safety, Injury and Illness Prevention Program (IIPP), and attention to workplace violence prevention and other critical incidents.

### *Liability Programs*

Liability management focuses on identifying the County’s exposure to accidental losses, analyzing the risk factors associated with those losses, identifying trends in losses and managing their reduction. This program also coordinates procurement of insurance such as excess insurance, airport liability, medical malpractice, property, and other types of risk transfer. Program elements include contract review, insurance, risk transfer, pre-employment medicals, fitness-for-duty exams, ergonomics, employee safety, and violence prevention. The Liability Program, which includes Loss Control and Operations Support, is funded by revenues from cost applied charges to the departments.

### *Workers Compensation & Medical Leave Management*

Administration of all employee disability management programs such as workers’ compensation, sick leave, long term disability (LTD), life insurance, Family & Medical Leave Act (FMLA), California Family Rights Act (CFRA), and CalPERS disability retirements. Early return to work is promoted through a modified work program, reasonable accommodation in accordance with the Americans with Disabilities Act (ADA), and coordination with employees on medical leaves, and their respective department supervisors and managers. The Medical Leave Management Program is funded by revenues from cost applied charges to the departments.

### *Employee Benefits*

County-sponsored Health Benefits are provided for employees and their family members and eligible retirees. Benefits are delivered through a number of contracts establishing and administering both fully insured and self-insured health plans and add-in programs all with privacy compliance. The focus on privacy compliance is to ensure that countywide practices, procedures and training related to privacy issues are compliant with federal, state and local regulations and requirements, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA). Major vendors and contractors include Blue Shield of California, United Health Care, Kaiser, Delta Dental, and Vision Service Plans. The Employee Benefit Program supports the Retiree Health. The Employee Benefit Program is funded by revenues from cost applied charges to the departments and partial premium payments from employees and retirees

## BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Human Resources	\$ 1,642,116	\$ -	\$ 1,642,116	11
Risk Management				
Operation Support	\$ -		\$ -	
Loss Control	\$ 65,750	\$ -	\$ 65,750	
Liability	\$ 3,239,499	\$ 3,715,249	\$ (475,750)	2
Property Liability	\$ 230,000	\$ -	\$ 230,000	
Special Liability	\$ 180,000	\$ -	\$ 180,000	
Workers' Compensation	\$ 8,134,969	\$ 8,134,969	\$ -	2
Long-Term Liability/Life Insurance	\$ 650,000	\$ 650,000	\$ -	
Self-Insured Health	\$ 34,668,969	\$ 34,668,969	\$ -	2
Retiree health Prefunding	\$ 2,163,000	\$ 2,163,000	\$ -	
<b>Total</b>	<b>\$ 50,974,303</b>	<b>\$ 49,332,187</b>	<b>\$ 1,642,116</b>	<b>17</b>



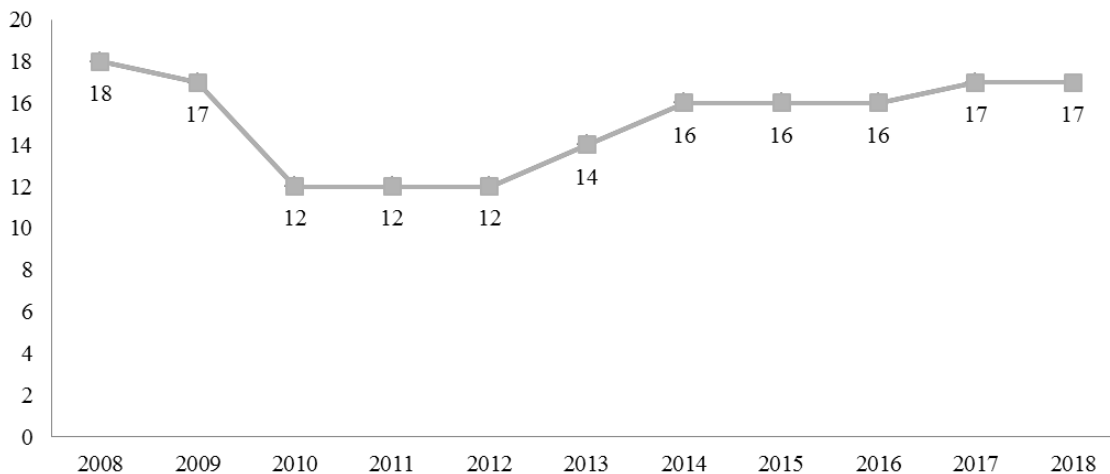
# Human Resources – Risk Management

RECOMMENDED BUDGET • FY 2017 - 18

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## STAFFING TREND

Staffing for the Human Resources Division declined from a high of 18 FTEs in 2007 to a low of 12 FTEs in 2009 through 2012 as a result of countywide budget reductions. In 2013, the County began to restore allocations for Human Resources/Risk Management. The allocations for FY 2016-17 included the addition of 1.0 FTE Privacy Compliance Officer and 0.5 FTE Human Resources Technician resulting in 17 FTEs for the Division. The allocation includes 11.5 FTEs assigned to Human Resources functions and 5.5 FTEs assigned to Risk Management and Benefits functions. No changes are recommended at this time for FY 2017-18. All staff are located on the West Slope.



## BEST PRACTICES AND SERVICE INDICATORS

In accordance with the Strategic Plan, the following best practices and service indicators will be implemented and measured throughout FY 2017-18. Results will be included in the following budget, and each year thereafter, to measure progress and levels of service.

### Human Resources Service Indicators

#### *Operational Metrics:*

- 1) Number of days lost due to employees placed on administrative leave. (Quarterly)
- 2) Total compensation paid to employees on administrative leave. (Annually)
- 3) Number of recruitments conducted. (Monthly)
- 4) County turnover rate. (Reported monthly. Defined as the number of separations from the County, excluding retirements, based on the average number of actual employees, over the prior 12 month period.)

#### *Service Delivery Metrics:*

- 1) Recruitment: Average number of days from submission of an approved hiring requisition to finalization of a certification list. (Monthly)
- 2) Investigations: Average number of days from receipt of a personnel complaint to complete the investigation report. (Quarterly)

# Human Resources – Risk Management

RECOMMENDED BUDGET • FY 2017 - 18

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## Human Resources Best Practices

- 1) Evaluate and Implement a County wide Operational Excellence/Continuous Improvement Process (e.g., Lean, Kaizen, Six Sigma).
- 2) Implement a Countywide Internship Program, including a process in which high school students can obtain work/volunteer experience with the County.
- 3) Develop and implement a Countywide on-boarding and off-boarding process.

## Risk Management Service Indicators

### *Operational Metrics*

- 1) Number of worker's compensation claims per year. (Annually)
- 2) Number of work days lost due to worker's compensation injuries. (Quarterly)
- 3) Annual cost of all worker's compensation settlement claims. (Annually)

## Risk Management Best Practices

- 1) Implement an Enterprise Risk Management Program.

## RECOMMENDED BUDGET

The Human Resources / Risk Management budget is recommended at \$50,974,303. The Recommended Budget reflects an increase in revenue of \$1,921,774 and an increase in appropriations of \$1,425,305 when compared to the FY 2016-17 Adopted Budget. Net County Cost has decreased by \$496,469 or 23%.

## Human Resources

The budget for the Human Resources Division is recommended at \$1,642,116. This budget receives no revenue; however, a portion of the total cost is recouped from state and federal sources through the A-87 Cost Plan.

Professional and Specialized Services for Human Resources is recommended at \$120,000. This is a decrease of \$639,911 from the prior year. The decrease is primarily due to the completion of the Classification and Compensation Study, which was completed in FY 2016-17. Additionally, funding for labor negotiation legal services and services for the Civil Service Commission, which was previously shown in the Professional and Specialized Services account, is now reflected in the Legal Services and Contract Legal Services line items. For FY 2017-18, \$65,000 is recommended for Labor Negotiation services, and \$52,000 is recommended for the Civil Service Commission.

The County has expressed a desire to support Human Resources as a centralized service department. It has been recognized that the efforts to create a robust, centralized Human Resources Department have been challenged by the need for additional positions in the Department. For FY 2017-18, the Human Resources Division submitted supplemental budget requests for additional staff positions. Those requests are not recommended at this time due to the transition in Department leadership. The

# Human Resources – Risk Management

RECOMMENDED BUDGET • FY 2017 - 18

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Department also has one vacant Training and Organizational Development position that was unfunded in FY 2016-17. This budget does not recommend adding funding back for that position at this time. However, in recognition of the need for additional staff, an additional \$125,000 has been included in the Department 15 – General Fund Other Operations budget unit, with the anticipation that these funds can be moved out of that budget and appropriated to the Human Resources Department once a decision is made on permanent staffing levels.

## *Sources & Uses of Funds*

The Department is primarily funded with discretionary General Fund revenues. These revenues are collected in Department 15 – General Fund Other Operations. A portion of the costs for Human Resources are recovered from other County departments through the A-87 Cost Plan. This reimbursement to the General Fund is also shown in Department 15 – General Fund Other Operations.

Intrafund Abatements reflect internal transfers to other departments for support provided by the Privacy Compliance Officer.

## Risk Management

The majority of costs included in the Risk Management Funds are for insurance premiums and claims payments for Employee Health and Other Benefits programs, Worker’s Compensation & Medical Leave programs, and Liability programs, including legal services related to liability programs, and Third Party Administrator agreements for the three programs.

The most significant appropriation increases are in Risk Management program costs for health benefits (\$1M), workers compensation (\$930K), retiree health (\$194k). Funding for the Liability and Workers Compensation programs is based on actuarial analysis and recommendations of Bickmore Risk Services and Consulting.

## *Sources & Uses of Funds*

The Risk Management Fund operates as an Internal Service Fund and must balance revenues to expenditures within the fund. The recommended budget results in an increase of \$1,921,774 (4%) in Interfund Risk Management charges to County departments compared to FY 2016-17. Charge for Services revenue to fund the Liability Programs (\$3,927,999), the Worker’s Compensation & Medical Leave Programs (\$7,161,968) and the Employee Benefits programs (\$34,668,969) are generated through cost-applied charges to departments, employee payroll deductions, and payments from retirees. The Interfund Risk Management account represents the total of all charges made to County departments for services provided by Risk Management programs. Therefore, the increase in interfund charges equals the amount that has been increased in other County department budgets for FY 2017-18.

## CAO Adjustments

There are no CAO adjustments recommended for FY 2017-18.

# Human Resources – Risk Management

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 08 HR - HUMAN RESOURCES

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
3000	PERMANENT EMPLOYEES / ELECTED	753,566	923,937	876,985	876,985	-46,952
3001	TEMPORARY EMPLOYEES	27,946	15,000	56,000	56,000	41,000
3002	OVERTIME	2,000	2,000	2,000	2,000	0
3004	OTHER COMPENSATION	28,368	31,000	30,000	30,000	-1,000
3020	RETIREMENT EMPLOYER SHARE	147,762	172,336	184,600	184,600	12,264
3022	MEDI CARE EMPLOYER SHARE	10,906	11,413	12,715	12,715	1,302
3040	HEALTH INSURANCE EMPLOYER	150,995	161,118	166,829	166,829	5,711
3042	LONG TERM DISABILITY EMPLOYER	1,969	1,969	2,230	2,230	261
3043	DEFERRED COMPENSATION EMPLOYER	5,617	1,400	4,915	4,915	3,515
3046	RETIREE HEALTH: DEFINED	7,891	7,891	13,170	13,170	5,279
3060	WORKERS' COMPENSATION EMPLOYER	12,613	12,613	10,751	10,751	-1,862
3080	FLEXIBLE BENEFITS	11,872	57,750	63,000	63,000	5,250
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>1,161,505</b>	<b>1,398,427</b>	<b>1,423,195</b>	<b>1,423,195</b>	<b>24,768</b>
4041	COUNTY PASS THRU TELEPHONE CHARGES	800	800	800	800	0
4060	FOOD AND FOOD PRODUCTS	59	2,000	2,000	2,000	0
4080	HOUSEHOLD EXPENSE	70	70	100	100	30
4084	EXPENDABLE EQUIPMENT	120	120	120	120	0
4220	MEMBERSHIPS	11,627	6,695	6,695	6,695	0
4260	OFFICE EXPENSE	671	4,000	3,500	3,500	-500
4261	POSTAGE	118	600	500	500	-100
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	1,000	1,000	1,000	1,000	0
4264	BOOKS / MANUALS	0	0	500	500	500
4266	PRINTING / DUPLICATING SERVICES	36	300	150	150	-150
4300	PROFESSIONAL & SPECIALIZED SERVICES	760,211	760,211	120,300	120,300	-639,911
4312	ARBITRATOR	0	0	1,000	1,000	1,000
4313	LEGAL SERVICES	0	0	52,000	52,000	52,000
4315	CONTRACT: LEGAL ATTORNEY	12,787	0	65,000	65,000	65,000
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	77	85	0	0	-85
4400	PUBLICATION & LEGAL NOTICES	2,768	3,000	3,000	3,000	0
4420	RENT & LEASE: EQUIPMENT	4,086	6,300	6,300	6,300	0
4461	EQUIP: MINOR	2,500	2,500	2,500	2,500	0
4500	SPECIAL DEPT EXPENSE	1,800	1,800	0	0	-1,800
4502	EDUCATIONAL MATERIALS	1,000	10,000	10,000	10,000	0
4503	STAFF DEVELOPMENT	3,214	5,000	5,000	5,000	0
4600	TRANSPORTATION & TRAVEL	1,200	1,200	2,000	2,000	800
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	1,700	1,700	2,000	2,000	300
4605	RENT & LEASE: VEHICLE	500	500	500	500	0
4606	FUEL PURCHASES	30	30	100	100	70
4608	HOTEL ACCOMMODATIONS	3,500	3,500	2,500	2,500	-1,000
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>809,874</b>	<b>811,411</b>	<b>287,565</b>	<b>287,565</b>	<b>-523,846</b>
7223	INTRAFND: MAIL SERVICE	868	1,891	1,856	1,856	-35
7224	INTRAFND: STORES SUPPORT	54	117	489	489	372
7231	INTRAFND: IS PROGRAMMING SUPPORT	4,500	4,500	4,500	4,500	0
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	0	0	3,500	3,500	3,500
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>5,422</b>	<b>6,508</b>	<b>10,345</b>	<b>10,345</b>	<b>3,837</b>
7350	INTRFND ABATEMENTS: GF ONLY	0	-77,761	-78,989	-78,989	-1,228
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	<b>0</b>	<b>-77,761</b>	<b>-78,989</b>	<b>-78,989</b>	<b>-1,228</b>
<b>TYPE: E SUBTOTAL</b>		<b>1,976,801</b>	<b>2,138,585</b>	<b>1,642,116</b>	<b>1,642,116</b>	<b>-496,469</b>
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	<b>1,976,801</b>	<b>2,138,585</b>	<b>1,642,116</b>	<b>1,642,116</b>	<b>-496,469</b>

# Human Resources – Risk Management

RECOMMENDED BUDGET • FY 2017 - 18

## FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 32 INTERNAL SERVICE FUND  
**DEPARTMENT:** 08 HR - HUMAN RESOURCES

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0400 REV: INTEREST	42,253	42,253	0	0	-42,253
<b>CLASS: 04 REV: USE OF MONEY &amp; PROPERTY</b>	42,253	42,253	0	0	-42,253
1760 RISK MANAGEMENT PROGRAM SERVICES	47,368,160	47,368,160	48,247,937	48,247,937	879,777
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	47,368,160	47,368,160	48,247,937	48,247,937	879,777
1942 MISC: REIMBURSEMENT	0	0	1,084,250	1,084,250	1,084,250
<b>CLASS: 19 REV: MISCELLANEOUS</b>	0	0	1,084,250	1,084,250	1,084,250
<b>TYPE: R SUBTOTAL</b>	47,410,413	47,410,413	49,332,187	49,332,187	1,921,774
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	424,091	424,091	422,133	422,133	-1,958
3020 RETIREMENT EMPLOYER SHARE	96,610	96,610	81,395	81,395	-15,215
3022 MEDI CARE EMPLOYER SHARE	6,149	6,149	6,121	6,121	-28
3040 HEALTH INSURANCE EMPLOYER	54,244	54,244	41,804	41,804	-12,440
3041 UNEMPLOYMENT INSURANCE EMPLOYER	0	0	5,737	5,737	5,737
3042 LONG TERM DISABILITY EMPLOYER	1,062	1,062	1,055	1,055	-7
3043 DEFERRED COMPENSATION EMPLOYER	3,518	3,518	3,504	3,504	-14
3046 RETIREE HEALTH: DEFINED	8,417	8,417	6,299	6,299	-2,118
3060 WORKERS' COMPENSATION EMPLOYER	77,853	77,853	69,421	69,421	-8,432
3080 FLEXIBLE BENEFITS	33,000	33,000	33,000	33,000	0
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	704,944	704,944	670,469	670,469	-34,475
4041 COUNTY PASS THRU TELEPHONE CHARGES	120	120	120	120	0
4100 INSURANCE: PREMIUM	160,244	160,244	125,871	125,871	-34,373
4101 INSURANCE: ADDITIONAL LIABILITY	4,292,726	4,292,726	5,100,884	5,100,884	808,158
4104 INSURANCE: CY CLAIMS CURRENT YEAR	39,740,216	39,740,216	41,065,824	41,065,824	1,325,608
4144 MAINT: COMPUTER	11,500	11,500	5,000	5,000	-6,500
4200 MEDICAL, DENTAL & LABORATORY	150	150	150	150	0
4220 MEMBERSHIPS	500	500	0	0	-500
4221 MEMBERSHIPS: LEGISLATIVE ADVOCACY	33,000	33,000	33,000	33,000	0
4260 OFFICE EXPENSE	3,000	3,000	2,000	2,000	-1,000
4261 POSTAGE	4,000	4,000	3,500	3,500	-500
4263 SUBSCRIPTION / NEWSPAPER / JOURNALS	500	500	500	500	0
4266 PRINTING / DUPLICATING SERVICES	5,000	5,000	5,000	5,000	0
4300 PROFESSIONAL & SPECIALIZED SERVICES	247,000	247,000	52,000	52,000	-195,000
4304 AGENCY ADMINISTRATION FEE	359,846	359,846	360,000	360,000	154
4313 LEGAL SERVICES	15,000	15,000	15,000	15,000	0
4315 CONTRACT: LEGAL ATTORNEY	590,000	590,000	600,000	600,000	10,000
4323 PSYCHIATRIC MEDICAL SERVICES	5,000	5,000	2,481	2,481	-2,519
4324 MEDICAL, DENTAL, LAB & AMBULANCE SRV	60,000	60,000	30,000	30,000	-30,000
4338 THIRD PARTY ADMINISTRATOR: RISK MNGMT	554,210	554,210	590,208	590,208	35,998
4400 PUBLICATION & LEGAL NOTICES	1,100	1,100	1,100	1,100	0
4420 RENT & LEASE: EQUIPMENT	800	800	800	800	0
4440 RENT & LEASE: BUILDING &	500	500	500	500	0
4461 EQUIP: MINOR	650	650	650	650	0
4500 SPECIAL DEPT EXPENSE	500	500	0	0	-500
4502 EDUCATIONAL MATERIALS	50	50	50	50	0
4503 STAFF DEVELOPMENT	0	0	2,928	2,928	2,928
4507 FIRE & SAFETY SUPPLIES	4,250	4,250	250	250	-4,000
4529 SOFTWARE LICENSE	1,350	1,350	1,200	1,200	-150
4600 TRANSPORTATION & TRAVEL	100	100	250	250	150
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	0	0	150	150	150

# Human Resources – Risk Management

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 32 INTERNAL SERVICE FUND  
**DEPARTMENT:** 08 HR - HUMAN RESOURCES

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	46,091,312	46,091,312	47,999,416	47,999,416	1,908,104
5200 DEPRECIATION	4,000	4,000	2,775	2,775	-1,225
5300 INTERFND: SERVICE BETWEEN FUND	531,186	531,186	571,319	571,319	40,133
5304 INTERFND: MAIL SERVICE	2,797	2,797	2,957	2,957	160
5305 INTERFND: STORES SUPPORT	175	175	0	0	-175
5310 INTERFND: COUNTY COUNSEL	75,000	75,000	85,000	85,000	10,000
5321 INTERFND: COLLECTIONS	1,000	1,000	250	250	-750
<b>CLASS: 50 OTHER CHARGES</b>	614,158	614,158	662,301	662,301	48,143
7250 INTRAFND: NOT GEN FUND / SAME FUND	2,871,062	2,871,062	3,135,731	3,135,731	264,669
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	2,871,062	2,871,062	3,135,731	3,135,731	264,669
7380 INTRFND ABATEMENTS: NOT GENERAL	-2,871,063	-2,871,063	-3,135,730	-3,135,730	-264,667
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	-2,871,063	-2,871,063	-3,135,730	-3,135,730	-264,667
<b>TYPE: E SUBTOTAL</b>	47,410,413	47,410,413	49,332,187	49,332,187	1,921,774
<b>FUND TYPE: 32 SUBTOTAL</b>	0	0	0	0	0
<b>DEPARTMENT: 08 SUBTOTAL</b>	1,976,801	2,138,585	1,642,116	1,642,116	-496,469

# Human Resources – Risk Management

RECOMMENDED BUDGET • FY 2017 - 18

## PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd
<i>Human Resources</i>			
Director of Human Resources	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00
Principal Human Resources Analyst	1.00	1.00	1.00
Sr. Human Resources Analyst	2.00	2.00	2.00
Human Resources Technician	4.00	4.00	4.00
Privacy Compliance Officer*	1.00	1.00	1.00
Office Assistant I/II (shared with Risk)	0.50	0.50	0.50
Training & Organizational Development Spec**	1.00	1.00	1.00
<i>DivisionTotal</i>	<i>11.50</i>	<i>11.50</i>	<i>11.50</i>
<i>Risk Management</i>			
Risk Manager	1.00	1.00	1.00
Sr. Risk Management Analyst	1.00	1.00	1.00
Risk Management Analyst I/II - Loss Prevention	1.00	1.00	1.00
Risk Management Analyst I/II - Benefits	1.00	1.00	1.00
Risk Management Technician	1.00	1.00	1.00
Office Assistant I/II (shared with HR)	0.50	0.50	0.50
<i>DivisionTotal</i>	<i>5.50</i>	<i>5.50</i>	<i>5.50</i>
<b>Department Total</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>

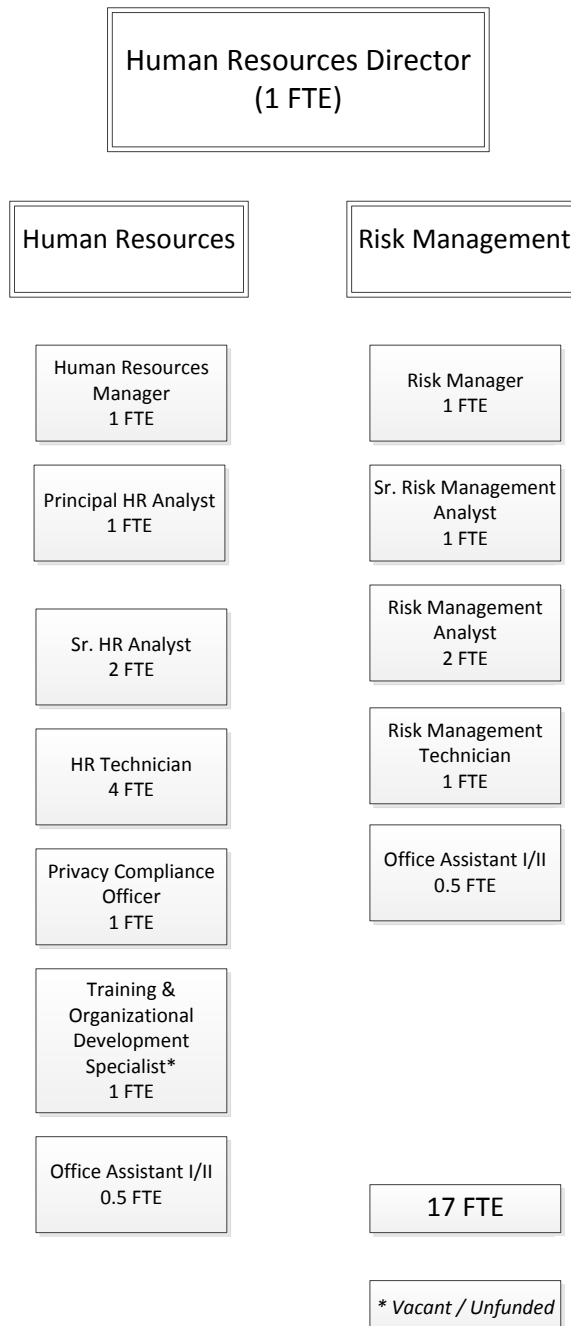
\*Health Insurance Portability and Accountability Act

\*\*Vacant/Unfunded

# Human Resources – Risk Management

RECOMMENDED BUDGET • FY 2017 - 18

## ORGANIZATIONAL CHART







# Information Technologies

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The mission of the Information Technologies Department is to deliver creative, cost effective solutions and services in support of the current and future technological needs of the County of El Dorado.

### DEPARTMENT PROGRAM SUMMARY

	15/16 Actuals	15/16 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Charges for Service	\$ 27,562	\$ 13,000	\$ 46,350	\$ 46,350	\$ 33,350	257%
Miscellaneous	\$ 17,913	\$ -	\$ -	\$ -	\$ -	
<b>Total Revenue</b>	<b>\$ 45,475</b>	<b>\$ 13,000</b>	<b>\$ 46,350</b>	<b>\$ 46,350</b>	<b>\$ 33,350</b>	<b>257%</b>
Salaries and Benefits	\$ 4,664,227	\$ 5,688,614	\$ 5,570,748	\$ 5,452,231	\$ (236,383)	-4%
Services & Supplies	\$ 2,460,204	\$ 3,004,769	\$ 3,268,381	\$ 3,453,046	\$ 448,277	15%
Fixed Assets	\$ 349,368	\$ 279,200	\$ 200,000	\$ 778,000	\$ 498,800	179%
Intrafund Transfers	\$ 9,999	\$ 7,813	\$ 11,082	\$ 11,082	\$ 3,269	42%
Intrafund Abatements	\$ (264,346)	\$ (325,000)	\$ (170,000)	\$ (214,126)	\$ 110,874	-34%
<b>Total Appropriations</b>	<b>\$ 7,219,452</b>	<b>\$ 8,655,396</b>	<b>\$ 8,880,211</b>	<b>\$ 9,480,233</b>	<b>\$ 824,837</b>	<b>10%</b>
<b>Net County Cost</b>	<b>\$ 7,173,977</b>	<b>\$ 8,642,396</b>	<b>\$ 8,833,861</b>	<b>\$ 9,433,883</b>	<b>\$ 791,487</b>	<b>9%</b>
FTEs	41	41	40	40	(1)	(0)

### MAJOR BUDGET CHANGES

#### Revenue

\$33,350 Increase in application program and web support to non-General Fund departments, in line with prior year actual.

#### Appropriations

##### *Salaries and Benefits*

(\$90,743) Decrease due to deletion of two vacant positions (System Support Specialist and Senior IT Department Specialist), offset by addition of one Deputy Director IT—Chief Information Security Officer (CISO) position.

(\$145,640) Salary and benefit adjustments to reflect a position that is vacant while the incumbent is working in a limited term position within the department, and to bring the budget in line with projections.

##### *Services and Supplies*

\$444,879 Increase in Computer Equipment and associated Maintenance due to continued rollout of VDI (Virtual Desktop Infrastructure) clients and infrastructure to County departments of \$221,379 and purchase of mission critical network infrastructure of \$223,500.

# Information Technologies

## RECOMMENDED BUDGET • FY 2017 - 18

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- \$175,035 Increase in Telephone Equipment due to scheduled replacement of Polycom phone system and handsets.
- (\$59,745) Decrease in Software and Software Licenses due to scheduled rollout of VDI program.
- (\$55,000) Decrease in Professional Services due to completion of on-time consulting fees for web redesign.
- (\$56,892) Decrease due to adjustment to bring budget in line with prior year actual, including true-ups for Staff Development, phone maintenance, office expense, rent and leased equipment.

### *Fixed Assets*

- \$298,800 Net increase due to one-time purchase of Mission Critical Network Infrastructure appliances of \$578,000, partially offset by reduction from prior year purchases related to VDI implementation (\$280,000).
- \$200,000 Re-budget of funds approved in FY 2016-17 for VDI implementation that will not be spent until FY 2017-18.

### *Intra-fund Abatements*

- \$110,874 Decrease in projected application programming and web support to other General Fund departments, resulting from movement away from in-house, custom-built applications to vendor-supported applications.

## PROGRAM SUMMARIES

### Administration

#### *Administration*

Provides overall direction and support for all divisions and groups within IT, including: financial planning, administrative support, policy development, asset management and implementation and administration of County Technology solutions. This area also performs technology research. IT provides contract administration for the cable TV franchises approved by the Board of Supervisors and the revenue is included in Department 15.

#### *Technology Research*

Provides research and analysis to IT and individual County departments regarding hardware, software and various technologies available to the County for current and future implementation. This function also reviews all technology purchased throughout the County for compliance with established County standards and to ensure procurements are optimized for cost. Reviews effective date and terms and conditions of software and hardware maintenance contracts to ensure compliance with contract administration and completes appropriate procurements practices in a timely manner to ensure coverage.

Application & Web Support/Consulting Services

*Application Support/Consulting Services*

Provides for complete life cycle application development, support and maintenance, and database design on multi-tiered platforms. This function also provides business processing analysis and project management services, and County-wide training for Google Apps (G-mail, Calendar, Documents), Adobe and Microsoft applications. This section will play a significant role in the future implementation of updated Countywide systems which will include Financial, Payroll, and Human Resources Management.

*Web Services*

Provides support for the design and maintenance of the County-wide Web presence as well as support for most departmental Web sites. This area is responsible for presenting a cohesive, easy to use Web portal to all County services and information. Standards are maintained that allow easy navigation and content management of pertinent and reliable information for all users and County constituents.

Communications

*Telecommunications*

Provides installation and support for an in-house PBX voice switching network, including support for over 2,000 telephones in over 35 locations throughout the County. The unit is responsible for all phone and data wiring in County facilities; supports countywide voicemail services; and coordinates with vendors who provide local and long distance services.

Network/Server/Desktop Support

*Network Administration*

Provides technical support for the County's data network, including: network security, support for wide-area network (WAN) and local area networks (LAN's), planning and installation of networks, troubleshooting and maintenance of network hardware and software, and coordination with vendors for problem resolution. Manages wireless access points around the County. Works with the telecommunications staff on Voice over IP (VoIP) implementation. Works with Facilities on IT related wiring contracts throughout the County. Greater emphasis will be needed as the County moves towards newer technology which will require significantly higher use of network services and support.

*Server Administration*

Provides technical support for servers throughout the County, including: server security, hardware and software specifications and configurations, installation and customization, trouble-shooting and maintenance, and coordination with vendors for problem resolution.

*Desktop/PC Support*

Provides hardware and software support for approximately 1,800 County PC's including installation, maintenance, upgrades, trouble shooting of problems, problem tracking and reporting. The HELP DESK provides first and second level telephone support for PC, server, and enterprise server reported problems.

# Information Technologies

## RECOMMENDED BUDGET • FY 2017 - 18

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### Operations/Technical Services/Records Management

#### *Computer Operations*

Two shifts of computer operators provide controlled access to the County data center and manage mainframe based applications according to established schedules, in a centralized data center that is linked to all areas of County government.

#### *Technical Services*

Provides installation, customization, maintenance and support of hardware and software for the Enterprise Server and its sub systems. Provides installation, customization, maintenance and database administration support for County users of DB2 and M204 which support systems including the Integrated Property System.

#### *Records Management*

Maintains all paper records storage based on Board approved records retention schedules.

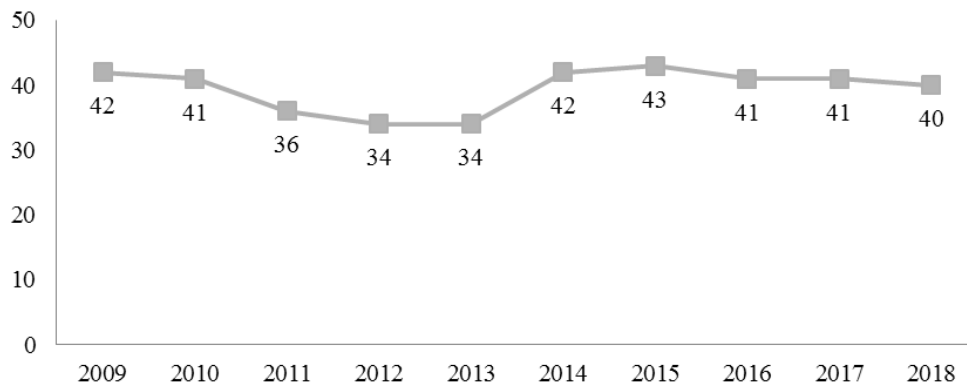
### BUDGET SUMMARY BY PROGRAM

	<b>Appropriations</b>	<b>Revenues</b>	<b>Net County Cost</b>	<b>Staffing</b>
Administration	\$ 1,398,559		\$ 1,398,559	7.50
Applications & Web Support	\$ 1,107,322	\$ 45,500	\$ 1,061,822	10.00
Communications	\$ 806,391	\$ 850	\$ 805,541	1.00
Network/Server/Desktop Support	\$ 4,799,955		\$ 4,799,955	16.00
Operations/Technical Services	\$ 1,368,006		\$ 1,368,006	5.50
<b>Total</b>	<b>\$ 9,480,233</b>	<b>\$ 46,350</b>	<b>\$ 9,433,883</b>	<b>40.00</b>

## STAFFING TREND

The IT department will decrease by a net of one FTE in FY 2017-18, due to the deletion of a vacant System Support Specialist and a vacant Senior IT Department Coordinator, which is offset with the addition of a Deputy IT Director Chief Information Security Officer (CISO). The Recommended Budget includes the reduction of one FTE from 41.0 to 40.0. All IT positions are located in Placerville.

In FY 2008-09, IT took over the Print Shop from General Services resulting in the addition of 3.0 FTE. In FY 2013-14, IT took over all support of the Community Development Agency and the Health and Human Services Agency resulting in the increase of 8.0 FTE's. In FY 2014-15 one of the IT support positions for Health and Human Services was returned to that department to support the state mandated case management system for Child Protective Services. There will be further consolidation of IT resources planned in the future, as the County continues to transition to a centralized IT service model.



## BEST PRACTICES & SERVICE INDICATORS

In accordance with the Strategic Plan, the following best practices and service indicators will be implemented and measured throughout FY 2017-18. Results will be included in the following budget, and each year thereafter, to measure progress and levels of service.

### Service Indicators

#### *Operational Metrics*

- 1) Service Availability: Percentage of time that any given service is functioning and usable, including applications, servers, network connectivity.
- 2) Incidents: Number of incidents by severity that impact production services.
- 3) Percentage of known infiltrations compared to known attacks prevented.

#### *Service Delivery Metrics*

- 1) Project Delivery - percentage of projects delivered on time.
- 2) Helpdesk requests – turn-around time from when a request is received to completion.

## RECOMMENDED BUDGET

The Budget is recommended at \$9,480,233. The Recommended Budget reflects an increase in revenue of \$33,350 and an increase in appropriations of \$824,837 (10%) when compared to the FY 2016-17 Adopted Budget.

Net County Cost is recommended at \$9,433,883. Overall, Net County Cost is increasing by \$791,487, or 9%. This includes \$200,000 to re-budget funds approved in FY 2016-17 for the VDI implementation that will not be spent until FY 2017-18.

There are several programs that will significantly affect the IT department budget. FY 2017-18 is year 2 of the rollout of the Virtual Desktop Interface (VDI) program to County departments. VDI is the replacement of Desktop client/server computers with thin client devices that allow users to connect to the server to access their “virtual desktop” from authorized devices, including portable devices such as smart phones and tablets. This investment will result in much lower costs in the future, since the thin clients have a 10 year estimated life, thereby reducing the need to annually replace desktops. Year 2 costs for the VDI project are decreasing due to the large one-time front-loaded costs in FY 2015-16 and FY 2016-17. The total project cost is \$2,379,500 over four years, with \$664,000 budgeted in FY 2017-18. The project is anticipated to be completed in FY 2018-19.

The Recommended Budget also includes the supplemental request for mission critical network infrastructure. \$804,500 is recommended for fixed assets, support and services Network infrastructure including load balancing and firewall appliances that will ensure County data is secure, HIPAA compliant, and results in network redundancy, resiliency and business continuity.

### CAO Adjustments

In addition to recommending the supplemental appropriation for mission critical investments, the CAO office also adjusted the following costs down to be more in line with prior year actuals and current year trends: telephone company vendor payments (\$25,000), office expense (\$6,835), staff development (\$10,000).

Salary and benefit costs were also adjusted down by \$118,517 for a position that is vacant while the incumbent is working in a limited term position within the Department. The associated personnel allocations remain unchanged.

### Sources & Uses of Funds

The Department is primarily funded with discretionary General Fund revenues. These revenues are collected in Department 15 – General Fund Other Operations. A portion of the costs are recovered from outside funding sources through the A-87 Cost Allocation Plan, which is administered by the Auditor-Controller’s Office.

# Information Technologies

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 10 IT - INFORMATION TECHNOLOGIES

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
1740 CHARGES FOR SERVICES	1,478	3,000	1,350	1,350	-1,650
1816 INTERFND REV: IS PROGRAMMING	35,000	10,000	45,000	45,000	35,000
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	<b>36,478</b>	<b>13,000</b>	<b>46,350</b>	<b>46,350</b>	<b>33,350</b>
<b>TYPE: R SUBTOTAL</b>	<b>36,478</b>	<b>13,000</b>	<b>46,350</b>	<b>46,350</b>	<b>33,350</b>
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	3,202,015	3,763,454	3,664,135	3,581,002	-182,452
3002 OVERTIME	16,937	41,000	35,000	35,000	-6,000
3003 STANDBY PAY	20,669	21,700	23,500	23,500	1,800
3004 OTHER COMPENSATION	42,106	89,140	52,725	52,725	-36,415
3020 RETIREMENT EMPLOYER SHARE	700,097	813,294	804,069	800,486	-12,808
3022 MEDI CARE EMPLOYER SHARE	44,336	50,880	52,936	51,731	851
3040 HEALTH INSURANCE EMPLOYER	541,773	700,882	730,717	700,329	-553
3042 LONG TERM DISABILITY EMPLOYER	3,992	9,033	9,389	9,181	148
3043 DEFERRED COMPENSATION EMPLOYER	4,732	3,356	3,343	3,343	-13
3046 RETIREE HEALTH: DEFINED	43,140	43,140	46,955	46,955	3,815
3060 WORKERS' COMPENSATION EMPLOYER	122,735	122,735	111,979	111,979	-10,756
3080 FLEXIBLE BENEFITS	14,397	30,000	36,000	36,000	6,000
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	<b>4,756,929</b>	<b>5,688,614</b>	<b>5,570,748</b>	<b>5,452,231</b>	<b>-236,383</b>
4040 TELEPHONE COMPANY VENDOR	364,016	502,100	527,000	502,000	-100
4041 COUNTY PASS THRU TELEPHONE CHARGES	31,000	-218,770	-199,645	-199,645	19,125
4080 HOUSEHOLD EXPENSE	0	125	200	200	75
4086 JANITORIAL / CUSTODIAL SERVICES	5,883	5,000	5,100	5,100	100
4100 INSURANCE: PREMIUM	25,693	25,693	5,842	5,842	-19,851
4140 MAINT: EQUIPMENT	11,941	52,000	25,000	95,520	43,520
4142 MAINT: TELEPHONE / RADIO	185,716	125,000	115,000	115,000	-10,000
4143 MAINT: SERVICE CONTRACT	26,284	20,000	20,000	20,000	0
4144 MAINT: COMPUTER	2,006,007	1,659,317	1,498,696	1,651,676	-7,641
4145 MAINTENANCE: EQUIPMENT PARTS	1,000	1,000	500	500	-500
4260 OFFICE EXPENSE	13,169	19,000	18,985	12,150	-6,850
4261 POSTAGE	5	100	150	150	50
4262 SOFTWARE	3,480	13,610	173,610	173,610	160,000
4263 SUBSCRIPTION / NEWSPAPER / JOURNALS	456	750	550	550	-200
4264 BOOKS / MANUALS	0	250	0	0	-250
4266 PRINTING / DUPLICATING SERVICES	0	500	500	500	0
4300 PROFESSIONAL & SPECIALIZED SERVICES	177,871	106,000	47,500	50,500	-55,500
4308 EXTERNAL DATA PROCESSING SERVICES	120,863	91,700	92,600	92,600	900
4324 MEDICAL,DENTAL,LAB & AMBULANCE SRV	239	0	250	250	250
4400 PUBLICATION & LEGAL NOTICES	0	500	0	0	-500
4420 RENT & LEASE: EQUIPMENT	4,693	19,500	14,500	14,500	-5,000
4460 EQUIP: SMALL TOOLS & INSTRUMENTS	27	650	2,750	2,750	2,100
4461 EQUIP: MINOR	2,389	2,500	3,000	3,000	500
4462 EQUIP: COMPUTER	160,394	200,500	609,500	609,500	409,000
4463 EQUIP: TELEPHONE & RADIO	0	10,000	185,035	185,035	175,035
4500 SPECIAL DEPT EXPENSE	0	1,000	0	0	-1,000
4502 EDUCATIONAL MATERIALS	2,206	7,000	5,000	5,000	-2,000
4503 STAFF DEVELOPMENT	71,000	71,000	50,000	40,000	-31,000



# Information Technologies

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 10 IT - INFORMATION TECHNOLOGIES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4529	SOFTWARE LICENSE	287,096	256,745	37,000	37,000	-219,745
4600	TRANSPORTATION & TRAVEL	573	5,100	5,250	5,250	150
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	474	2,600	2,600	2,600	0
4605	RENT & LEASE: VEHICLE	6,470	11,799	10,658	10,658	-1,141
4606	FUEL PURCHASES	1,945	7,500	6,250	6,250	-1,250
4608	HOTEL ACCOMMODATIONS	5,000	5,000	5,000	5,000	0
	<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>3,515,890</b>	<b>3,004,769</b>	<b>3,268,381</b>	<b>3,453,046</b>	<b>448,277</b>
6042	FIXED ASSET: COMPUTER SYSTEM	279,200	279,200	200,000	778,000	498,800
	<b>CLASS: 60 FIXED ASSETS</b>	<b>279,200</b>	<b>279,200</b>	<b>200,000</b>	<b>778,000</b>	<b>498,800</b>
7200	INTRAFUND TRANSFERS: ONLY GENERAL	46	5,100	250	250	-4,850
7223	INTRAFND: MAIL SERVICE	1,138	2,479	2,494	2,494	15
7224	INTRAFND: STORES SUPPORT	107	234	838	838	604
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	0	0	7,500	7,500	7,500
	<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>1,291</b>	<b>7,813</b>	<b>11,082</b>	<b>11,082</b>	<b>3,269</b>
7365	INTRFND ABATEMENTS: IS PROGRAMMING	-125,140	-325,000	-170,000	-214,126	110,874
	<b>CLASS: 73 INTRAFUND ABATEMENT</b>	<b>-125,140</b>	<b>-325,000</b>	<b>-170,000</b>	<b>-214,126</b>	<b>110,874</b>
<b>TYPE: E SUBTOTAL</b>		<b>8,428,170</b>	<b>8,655,396</b>	<b>8,880,211</b>	<b>9,480,233</b>	<b>824,837</b>
<b>FUND TYPE:</b>	<b>10 SUBTOTAL</b>	<b>8,391,692</b>	<b>8,642,396</b>	<b>8,833,861</b>	<b>9,433,883</b>	<b>791,487</b>
<b>DEPARTMENT:</b>	<b>10 SUBTOTAL</b>	<b>8,391,692</b>	<b>8,642,396</b>	<b>8,833,861</b>	<b>9,433,883</b>	<b>791,487</b>

Information Technologies  
RECOMMENDED BUDGET • FY 2017 - 18

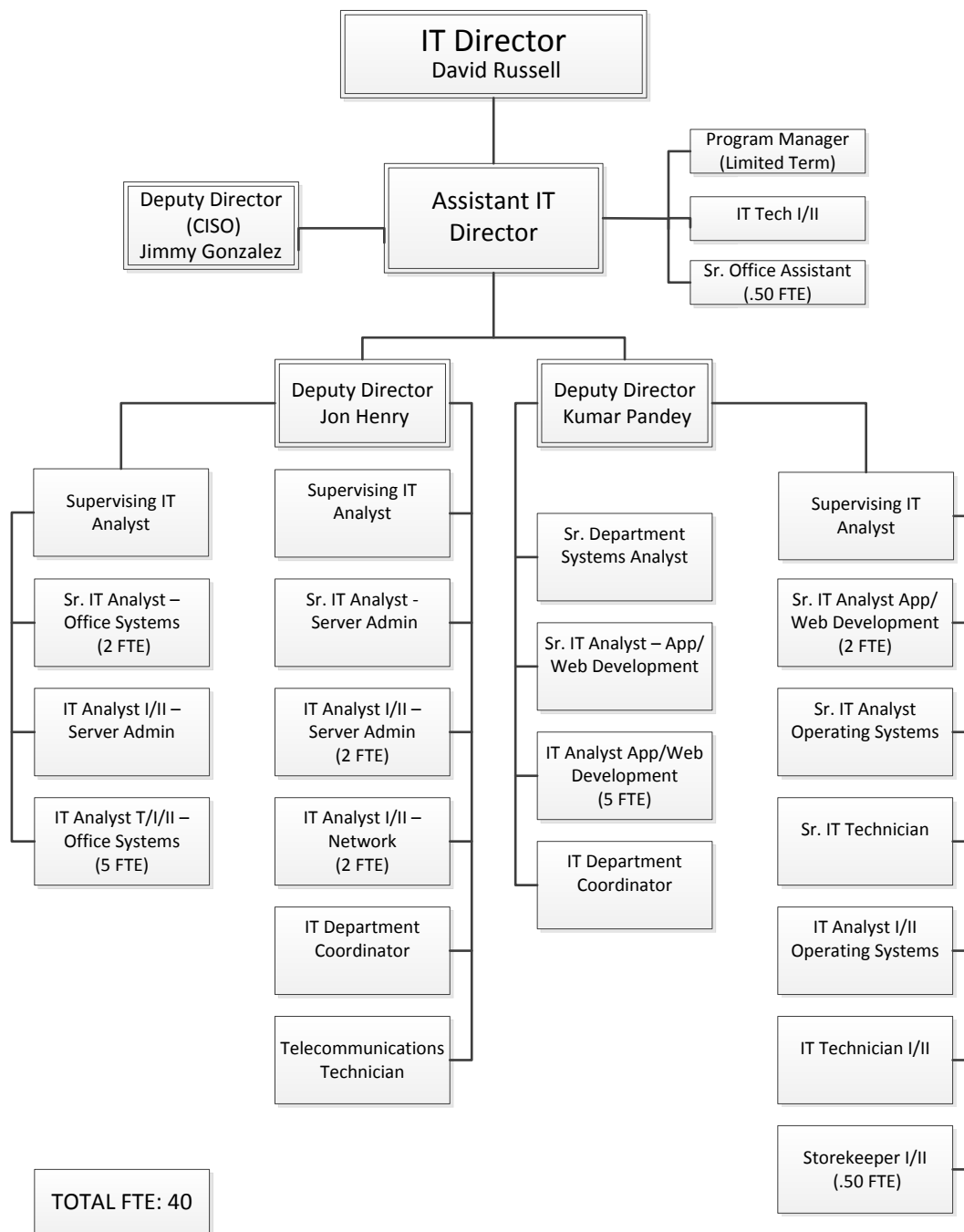
PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
Director of Information Technology	1.00	1.00	1.00	-
Assistant Director of Information Technology	1.00	1.00	1.00	-
Deputy Director of Information Technology	2.00	3.00	3.00	1.00
IT Analyst Tr/I/II - App/Web Dev/Support	5.00	5.00	5.00	-
IT Analyst Tr/I/II - Networking	2.00	2.00	2.00	-
IT Analyst Tr/I/II - Office Systems	5.00	5.00	5.00	-
IT Analyst Tr/I/II - Operating Systems	1.00	1.00	1.00	-
IT Analyst Tr/I/II - Server Admin	3.00	3.00	3.00	-
Information Technology Department Coordinator	2.00	2.00	2.00	-
Information Technology Tech Trainee/I/II/Sr.	3.00	3.00	3.00	-
Program Manager (Limited Term)	1.00	1.00	1.00	-
Sr. Department System Analyst	1.00	1.00	1.00	-
Sr. IT Analyst - App/Web Dev/Supt	3.00	3.00	3.00	-
Sr IT Analyst - Office Systems	2.00	2.00	2.00	-
Sr IT Analyst - Operating Systems	1.00	1.00	1.00	-
Sr IT Analyst - Server Admin	1.00	1.00	1.00	-
Sr. IT Department Coordinator	1.00	-	-	(1.00)
Sr. Office Assistant	0.50	0.50	0.50	-
Storekeeper I/II	0.50	0.50	0.50	-
Supervising Information Technology Analyst I/II	3.00	3.00	3.00	-
System Support Specialist I/II	1.00	-	-	(1.00)
Telecommunications Technician I/II	1.00	1.00	1.00	-
<b>Department Total</b>	<b>41.00</b>	<b>40.00</b>	<b>40.00</b>	<b>(1.00)</b>

# Information Technologies

RECOMMENDED BUDGET • FY 2017 - 18

## ORGANIZATIONAL CHART



# Recorder-Clerk/Registrar of Voters

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The Recorder-Clerk's mission is to provide reliable repository for public records and to provide efficient service to the public in a way that exemplifies the highest standard of courtesy, cost effectiveness, and ethical performance. Public records will be readily accessible in a convenient manner while safeguarding confidentiality and the security of those records. The Clerk's function provides Birth, and Death certified copies along with all types of licenses. In addition, the Clerk performs marriage ceremonies.

The Registrar of Voters Office (Elections) provides election services to all County residents for Federal, State, City and Special District elections. The elected Recorder-Clerk is also the Registrar of Voters, and is responsible for assuring compliance with laws related to the Fair Political Practices Commission (FPPC) and voter outreach programs. Also, the Registrar must comply with the Help America Vote Act (HAVA) and comply and work with the Secretary of State to ensure compliance with voting machines and procedures.

### DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Licenses, Permits	\$ 88,329	\$ 79,000	\$ 79,000	\$ 79,000	\$ -	0%
State	\$ 7,428	\$ 3,500	\$ 3,000	\$ 3,000	\$ (500)	-14%
Federal	\$ 187,350	\$ 82,459	\$ 235,012	\$ 235,012	\$ 152,553	185%
Charges for Service	\$ 884,171	\$ 942,000	\$ 863,000	\$ 885,000	\$ (57,000)	-6%
Miscellaneous	\$ 279,941	\$ 255,000	\$ 260,000	\$ 260,000	\$ 5,000	2%
Other Financing Sources	\$ 528,639	\$ 571,000	\$ 586,000	\$ 586,000	\$ 15,000	3%
<b>Total Revenue</b>	<b>\$ 1,975,858</b>	<b>\$ 1,932,959</b>	<b>\$ 2,026,012</b>	<b>\$ 2,048,012</b>	<b>\$ 115,053</b>	<b>6%</b>
Salaries and Benefits	\$ 2,195,988	\$ 2,257,507	\$ 2,313,124	\$ 2,226,772	\$ (30,735)	-1%
Services & Supplies	\$ 621,660	\$ 549,219	\$ 808,748	\$ 808,748	\$ 259,529	47%
Other Charges	\$ -	\$ 82,459	\$ -	\$ -	\$ (82,459)	-100%
Fixed Assets	\$ -	\$ 12,000	\$ 14,547	\$ 14,547	\$ 2,547	21%
Intrafund Transfers	\$ 16,331	\$ 24,073	\$ 18,187	\$ 13,829	\$ (10,244)	-43%
<b>Total Appropriations</b>	<b>\$ 2,833,979</b>	<b>\$ 2,925,258</b>	<b>\$ 3,154,606</b>	<b>\$ 3,063,896</b>	<b>\$ 138,638</b>	<b>5%</b>
<b>Net County Cost</b>	<b>858,121</b>	<b>992,299</b>	<b>1,128,594</b>	<b>1,015,884</b>	<b>23,585</b>	<b>2%</b>
FTEs	23.5	23.5	23.5	22.5	(1)	-4%

### MAJOR BUDGET CHANGES

#### Revenue

##### *Revenue: Federal Intergovernmental*

\$152,553 Grant revenue for Elections is budgeted to increase due to a combination of a decrease of (\$82,459) for the Ease grant which concluded in October 2016, combined with an increase of \$235,012 for the Help America Vote Act (HAVA) Section 301 grant. This grant is for voting system upgrades and will be spent as soon as the State of California certifies a voting system that meets the County's needs, projected to begin in late FY 2017-18. The term of these grant funds expires June 30, 2021.

# Recorder Clerk/Registrar of Voters

## RECOMMENDED BUDGET • FY 2017 - 18

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### *Charges for Services*

- \$53,000 Increase in Recording Fees in line with slightly higher than expected actuals and trend, as a result of more activity related to real estate transactions.
- (\$110,000) Revenue for Election Services is budgeted to decrease due to the cyclical nature of elections wherein there will be less reimbursement from other districts (\$130,000). This is typical with odd/even year elections that have no special districts in November and only Statewide and Countywide elections in June (Gubernatorial Primary Election). This decrease in revenue is offset by a \$20,000 increase in Candidate Filing Fees.

### *Miscellaneous Revenue*

- \$5,000 Miscellaneous fees increase due to an increased activity related to filing fictitious business name statements, examination and posting of environmental documents, registration of process servers and acceptance and filing of notary bonds.

### *Other Financing Sources*

- \$15,000 Increase in operating transfers from dedicated Special Revenue Funds related to Vital Health Statistics and Electronic Recording Delivery Systems. These funds are specific to modernization of vital records operations and electronic recording delivery systems.

## Appropriations

### *Salaries and Benefits*

- (\$76,352) Elimination of one Information Technology Department Specialist position.
- \$39,617 General increase due to on-going staffing costs, including increased retirement costs.

### *Services and Supplies*

- (\$15,500) Decrease in Recorder-Clerk Equipment Maintenance to match actuals.
- \$17,930 Increase in Recorder-Clerk Professional and Specialized Services due to continuation of project to digitize vital statistics and redact 7.4 million other pre-1980 official records. These services are offset by revenues from the Micrographics fund.
- \$10,174 Annual maintenance fee for Elections FPPC automated Conflict of Interest system.
- \$9,500 Annual maintenance fee for Elections Democracy Live UOCAVA (Military/Overseas) Ballot download system.
- \$235,012 HAVA reimbursement grant expense related to voting system upgrades. Dollars match revenue.

Recorder Clerk/Registrar of Voters  
RECOMMENDED BUDGET • FY 2017 - 18

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*Other Charges*

(\$82,459) Reduction in expense related to conclusion of Ease grant funding in October, 2016. This grant assisted localities in technological improvements for military and overseas voters. Reduction matches a reduction in revenue.

*Fixed Assets*

(\$12,000) Decrease due to prior year purchase of cabinets to archive 25,000 maps.

\$14,547 Purchase of Ballot on Demand Audit system upgrade. Camera must be upgraded to be compliant with California State certification requirements as a ballot manufacturer.

PROGRAM SUMMARIES

Recorder-Clerk

*Recorder*

The Recorder is responsible for examination and recording of all documents presented for recording that deal with establishing ownership of land in the County or as required by statute; administers the real property transfer tax law and maintenance of a permanent record and indexes of all documents for public viewing, plus providing certified copies requested by the public; recording of all lawful documents such as deeds of trust, judgments, liens, affidavits, Uniform Commercial Code Financial Statements, etc. and the filing of births, deaths and marriages. The office also files records of surveys, parcel maps, subdivisions and assessment maps. Also provided are copies of all Assessors' Plat Maps. In addition, online, electronic recording is now available through the Recorder's Office.

*Clerk*

The County Clerk provides non-judicial public services such as filing of Fictitious Business Name Statements, issuance of Photocopier, Process Server and Unlawful Detainer Assistant licenses and I.D. cards; maintaining official County records and indices for documents pertaining to the above activities. The Clerk also handles notary bonds, process server bonds, official bonds, and oaths of elected and appointed officials and issues all marriage licenses, performs ceremonies and provides instruction for deputies authorized to perform marriages.

(Government Code 27230 – 27297 and the Family Code 400-500 prescribe most of the duties of the Recorder-Clerk.) It should be noted that two FTEs are located at the South Lake Tahoe Office, and perform all functions of the Recorder and Clerk with the exception of actual recording of documents.

# Recorder Clerk/Registrar of Voters

## RECOMMENDED BUDGET • FY 2017 - 18

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### Registrar of Voters (Elections)

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The Elections Division provides election services to all County residents for federal, state, county, city and Special District elections in accordance with the current California Elections Code and the Help America Vote Act. The office provides ballot layout, Sample Ballot Mailer preparation, Vote by Mail preparation and mailing and when received from voters checks all signatures against original registration and provides all security, training of over 500 extra help polling place employees, does Voter Outreach and registration sign up for the public.

FPPC filing and activity as mandated by the Secretary of State is provided by the Elections Office. All candidate filings and forms required are also administered. Form 700 filers may now use the new online application.

GIS mapping and updating are provided by the Election staff. Also, during each census the office works to coordinate with the Census Bureau for collection of all data and input of data to our database. All precinct maps and boundaries are calculated by the office and provided to the public as needed.

### Pending Issues

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Funds are available to purchase State-approved voting systems, made available through Proposition 41 (2002), and have not been included in the Recommended Budget. Voting systems cannot be purchased until the State of California certifies a voting system that meets County needs. The County currently has \$621,206 available, and these funds will likely be budgeted in FY 2018-19. These funds have been available since 2002, pending a decision from the State. It is not yet known whether the total grant dollars available will be enough to pay for a new voting system, and this is a concern for the Registrar of Voters.

There is also some uncertainty about what State mandates (if any) will come regarding voting systems. The newly announced Assembly Bill 668 Voting Modernization Bond Act of 2018 will provide additional funding (\$450 million statewide) and County Elections personnel will apply for this. It has not yet been determined whether these funds will pay for a replacement of the current system or pay for conversion to an entirely new voting process that launches vote centers. The Registrar of Voters is currently researching the potential costs and impacts involved with both scenarios.

### BUDGET SUMMARY BY PROGRAM

	<b>Appropriations</b>	<b>Revenues</b>	<b>Net County Cost</b>	<b>Staffing</b>
Recorder Clerk	\$ 1,601,130	\$ 1,670,000	\$ (68,870)	16
Registrar of Voters	\$ 1,462,766	\$ 378,012	\$ 1,084,754	6.5
<b>Total</b>	<b>\$ 3,063,896</b>	<b>\$ 2,048,012</b>	<b>\$ 1,015,884</b>	<b>22.5</b>

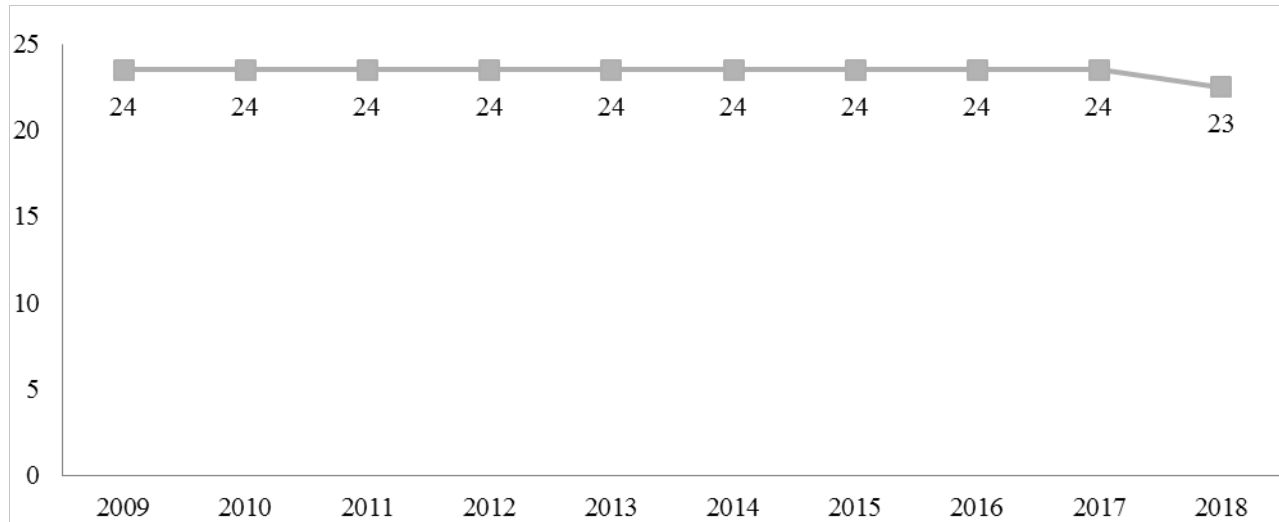
# Recorder Clerk/Registrar of Voters

## RECOMMENDED BUDGET • FY 2017 - 18

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### STAFFING TREND

The proposed staff allocation for FY 2017-18 is 22.5 with 20.5 FTE on the West Slope and 2 FTE at South Lake Tahoe. This includes the reduction of 1.0 Information Technology Department Specialist position in the Elections division.



### RECOMMENDED BUDGET

The Budget is recommended at \$3,063,896. The Recommended Budget reflects an increase in revenue of \$115,053 or 6% and an increase in appropriations of \$138,638 or 5% when compared to the FY 2016-17 Adopted Budget.

Net County Cost for the Department is \$1,015,884. Overall, Net County Cost is increasing by \$23,585, or 2%.

The increase in NCC can be attributed to the swing in election cycles for odd/even years. Elections must be administered during these years; however, the Department will not be reimbursed by other districts. It is expected that in the next budget year (FY 2018-19) the revenue stream will increase significantly to include revenues from the districts. This represents a status quo budget.

The Elections Division anticipates the use of HAVA reimbursement grant funds for \$235,012 in FY 2017-18 to replace outdated and aging voting system equipment.

### CAO Adjustments

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The CAO office increased revenue for Recording Fees by \$22,000 to be in line with prior year actual and year to date trends.

Appropriations were reduced by \$10,000 for Temporary Employees in the Recorder-Clerk Division based on updated Salary and Benefit projections.

The CAO office is recommending the reduction of one Information Technology Department Specialist position in the Elections Division. This recommendation will result in a Reduction in Force to be



# Recorder Clerk/Registrar of Voters

## RECOMMENDED BUDGET • FY 2017 - 18

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effective no later than August 4, 2017 and results in a Net County Cost savings of \$76,352. The Department is also staffed with an Information Technology Department Coordinator position, as well as a Precinct Planning Specialist position.

### Sources & Uses of Funds

The Recorder Division is funded by fees and has no Net County Cost.

It should be noted that the Recorder-Clerk is responsible for collecting the Property Transfer Tax, which is a tax that is levied on the sale of property at the time the transfer documents are recorded. These revenues are collected in Department 15 – General Fund Other Operations.

State law provides for the collection of additional fees through the Recorder-Clerk for certain documents for specified purposes. These revenues are held in Special Revenue Funds and transferred to the Division to offset expenditures that are appropriate for reimbursement by those funds. The Recommended Budget reflects the following use of the Special Revenue Funds:

- \$290,000      Micrographics fund to cover salaries, equipment costs and services associated with the conversion of microfilm documents to digital image.
- \$200,000      Modernization fund to cover salaries, services and supplies, and to help offset the Net County Cost of the Division.
- \$50,000        Electronic Recording Delivery System to cover the cost of regulation and oversight of electronic decoding by the Attorney General.
- \$30,000        Vital Health Statistics fund used to offset the cost of modernization of vital records management.
- \$15,000        Social Security Truncation fund use for efforts to truncate social security numbers in recorded documents.

The Elections Division is funded primarily with discretionary General Fund revenues. These revenues are collected in Department 15 – General Fund Other Operations.

# Recorder Clerk/Registrar of Voters

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 28 RECORDER / CLERK

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0261 LICENSE: MARRIAGE	79,000	79,000	79,000	79,000	0
<b>CLASS: 02 REV: LICENSE, PERMIT, &amp;</b>	79,000	79,000	79,000	79,000	0
0881 ST: MANDATED REIMBURSEMENTS	3,500	3,500	3,000	3,000	-500
<b>CLASS: 05 REV: STATE INTERGOVERNMENTAL</b>	3,500	3,500	3,000	3,000	-500
1100 FED: OTHER	82,459	82,459	0	0	-82,459
1125 FED:HAVA (HELP AMERICA VOTE ACT)	235,013	0	235,012	235,012	235,012
<b>CLASS: 10 REV: FEDERAL</b>	317,472	82,459	235,012	235,012	152,553
1360 ELECTION SERVICES	469,575	250,000	120,000	120,000	-130,000
1361 CANDIDATE FILING FEE	0	0	20,000	20,000	20,000
1600 RECORDING FEES	685,500	685,500	715,000	736,000	50,500
1604 RECORDING FEES CD REPRODUCTION	6,500	6,500	8,000	9,000	2,500
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	1,161,575	942,000	863,000	885,000	-57,000
1940 MISC: REVENUE	255,000	255,000	260,000	260,000	5,000
<b>CLASS: 19 REV: MISCELLANEOUS</b>	255,000	255,000	260,000	260,000	5,000
2020 OPERATING TRANSFERS IN	55,000	55,000	65,000	65,000	10,000
2028 OPERATING TRSNF IN: COMPUTER	200,000	200,000	200,000	200,000	0
2029 OPERATING TRSNF IN: MICROGRAPHICS	290,000	290,000	290,000	290,000	0
2030 OPERATING TRSNF IN: VITAL STATISTICS	25,000	25,000	30,000	30,000	5,000
2031 OPERATING TRSNF IN: LICENSE NOTARY	1,000	1,000	1,000	1,000	0
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	571,000	571,000	586,000	586,000	15,000
<b>TYPE: R SUBTOTAL</b>	2,387,547	1,932,959	2,026,012	2,048,012	115,053
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	1,377,229	1,377,229	1,401,352	1,329,328	-47,901
3001 TEMPORARY EMPLOYEES	85,000	85,000	94,000	84,000	-1,000
3002 OVERTIME	6,000	6,000	9,000	9,000	3,000
3004 OTHER COMPENSATION	11,679	11,679	13,197	13,197	1,518
3005 TAHOE DIFFERENTIAL	4,800	4,800	4,800	4,800	0
3020 RETIREMENT EMPLOYER SHARE	308,251	308,251	325,537	322,433	14,182
3022 MEDI CARE EMPLOYER SHARE	18,703	18,703	19,057	18,013	-690
3040 HEALTH INSURANCE EMPLOYER	374,215	374,215	371,249	371,249	-2,966
3042 LONG TERM DISABILITY EMPLOYER	3,442	3,442	3,501	3,321	-121
3043 DEFERRED COMPENSATION EMPLOYER	8,808	8,808	8,774	8,774	-34
3046 RETIREE HEALTH: DEFINED	24,726	24,726	26,913	26,913	2,187
3060 WORKERS' COMPENSATION EMPLOYER	16,654	16,654	24,980	24,980	8,326
3080 FLEXIBLE BENEFITS	18,000	18,000	10,764	10,764	-7,236
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	2,257,507	2,257,507	2,313,124	2,226,772	-30,735
4040 TELEPHONE COMPANY VENDOR	480	480	780	780	300
4041 COUNTY PASS THRU TELEPHONE CHARGES	1,800	1,800	1,995	1,995	195
4080 HOUSEHOLD EXPENSE	400	400	400	400	0
4100 INSURANCE: PREMIUM	11,257	11,257	9,998	9,998	-1,259
4140 MAINT: EQUIPMENT	22,000	22,000	6,500	6,500	-15,500
4141 MAINT: OFFICE EQUIPMENT	2,300	2,300	2,500	2,500	200
4143 MAINT: SERVICE CONTRACT	0	0	2,000	2,000	2,000
4144 MAINT: COMPUTER	92,610	92,610	125,000	125,000	32,390
4180 MAINT: BUILDING & IMPROVEMENTS	140	140	0	0	-140
4221 MEMBERSHIPS: LEGISLATIVE ADVOCACY	3,300	3,300	2,600	2,600	-700
4260 OFFICE EXPENSE	21,500	21,500	21,000	21,000	-500
4261 POSTAGE	70,000	70,000	70,000	70,000	0
4262 SOFTWARE	700	700	300	300	-400
4263 SUBSCRIPTION / NEWSPAPER / JOURNALS	700	700	650	650	-50
4264 BOOKS / MANUALS	450	450	500	500	50
4265 LAW BOOKS	592	592	595	595	3
4266 PRINTING / DUPLICATING SERVICES	3,000	3,000	3,000	3,000	0
4300 PROFESSIONAL & SPECIALIZED SERVICES	80,000	80,000	100,430	100,430	20,430

# Recorder Clerk/Registrar of Voters

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 28 RECORDER / CLERK

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4307 MICROFILM IMAGING SERVICES	1,000	1,000	250	250	-750
4400 PUBLICATION & LEGAL NOTICES	2,000	2,000	2,500	2,500	500
4420 RENT & LEASE: EQUIPMENT	15,700	15,700	15,700	15,700	0
4421 RENT & LEASE: SECURITY SYSTEM	15,000	15,000	0	0	-15,000
4440 RENT & LEASE: BUILDING &	1,230	1,230	1,050	1,050	-180
4460 EQUIP: SMALL TOOLS & INSTRUMENTS	100	100	100	100	0
4461 EQUIP: MINOR	2,000	2,000	500	500	-1,500
4462 EQUIP: COMPUTER	10,000	10,000	9,000	9,000	-1,000
4500 SPECIAL DEPT EXPENSE	357,013	122,000	365,050	365,050	243,050
4503 STAFF DEVELOPMENT	3,800	3,800	4,650	4,650	850
4505 SB924: TRANSPORTATION & TRAVEL	200	200	0	0	-200
4511 ELECTIONS OUTREACH	500	500	500	500	0
4531 PRECINCT BOARD COMPENSATION	55,000	55,000	50,000	50,000	-5,000
4600 TRANSPORTATION & TRAVEL	1,250	1,250	1,750	1,750	500
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	2,550	2,550	2,750	2,750	200
4605 RENT & LEASE: VEHICLE	1,600	1,600	1,900	1,900	300
4606 FUEL PURCHASES	1,060	1,060	1,100	1,100	40
4608 HOTEL ACCOMMODATIONS	3,000	3,000	3,700	3,700	700
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>784,232</b>	<b>549,219</b>	<b>808,748</b>	<b>808,748</b>	<b>259,529</b>
5240 CONTRIB: NON-CNTY GOVERNMENTAL	82,459	82,459	0	0	-82,459
<b>CLASS: 50 OTHER CHARGES</b>	<b>82,459</b>	<b>82,459</b>	<b>0</b>	<b>0</b>	<b>-82,459</b>
6040 FIXED ASSET: EQUIPMENT	12,000	12,000	0	0	-12,000
6042 FIXED ASSET: COMPUTER SYSTEM	0	0	14,547	14,547	14,547
<b>CLASS: 60 FIXED ASSETS</b>	<b>12,000</b>	<b>12,000</b>	<b>14,547</b>	<b>14,547</b>	<b>2,547</b>
7200 INTRAFUND TRANSFERS: ONLY GENERAL	1,000	1,000	500	500	-500
7210 INTRAFND: COLLECTIONS	50	50	50	50	0
7220 INTRAFND: TELEPHONE EQUIPMENT &	4,858	4,858	4,358	0	-4,858
7223 INTRAFND: MAIL SERVICE	15,445	15,445	11,702	11,702	-3,743
7224 INTRAFND: STORES SUPPORT	1,520	1,520	977	977	-543
7232 INTRAFND: MAINT BLDG & IMPROVMNTS	1,200	1,200	600	600	-600
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>24,073</b>	<b>24,073</b>	<b>18,187</b>	<b>13,829</b>	<b>-10,244</b>
<b>TYPE: E SUBTOTAL</b>	<b>3,160,271</b>	<b>2,925,258</b>	<b>3,154,606</b>	<b>3,063,896</b>	<b>138,638</b>
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>772,724</b>	<b>992,299</b>	<b>1,128,594</b>	<b>1,015,884</b>	<b>23,585</b>
<b>DEPARTMENT: 28 SUBTOTAL</b>	<b>772,724</b>	<b>992,299</b>	<b>1,128,594</b>	<b>1,015,884</b>	<b>23,585</b>

Recorder Clerk/Registrar of Voters  
RECOMMENDED BUDGET • FY 2017 - 18

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PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
<i>Recorder Clerk</i>				
County Recorder/Clerk	1.00	1.00	1.00	-
Assistant County Recorder	1.00	1.00	1.00	-
Fiscal Assistant I/II	1.00	1.00	1.00	-
Microfilm/Imaging Technician I/II	2.00	2.00	2.00	-
Recordable Document Examiner/Indexer I/II	8.00	8.00	8.00	-
Recorder-Clerk Services Supervisor	1.00	1.00	1.00	-
Sr. Recordable Document Examiner/Indexer	2.00	2.00	2.00	-
<i>Division Total</i>	<i>16.00</i>	<i>16.00</i>	<i>16.00</i>	-
<i>Registrar of Voters</i>				
Administrative Technician	1.00	1.00	1.00	-
Assistant Registrar of Voters	1.00	1.00	1.00	-
Elections Technician I/II	2.50	2.50	2.50	-
Information Technology Department Coordinator	1.00	1.00	1.00	-
Information Technology Department Specialist	1.00	1.00	-	(1.00)
Precinct Planning Specialist	1.00	1.00	1.00	-
<i>Division Total</i>	<i>7.50</i>	<i>7.50</i>	<i>6.50</i>	<i>(1.00)</i>
<b>Department Total</b>	<b>23.50</b>	<b>23.50</b>	<b>22.50</b>	<b>(1.00)</b>

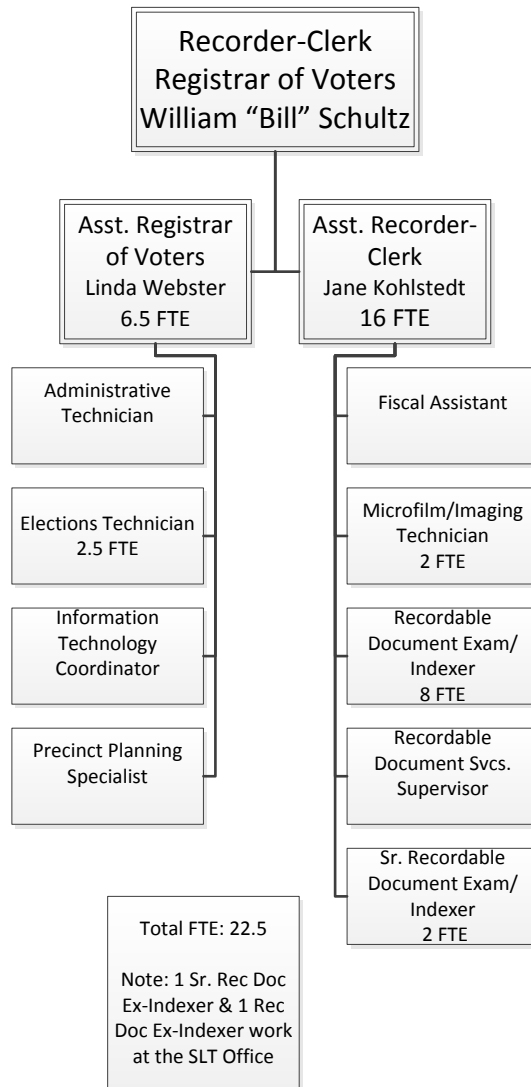
Recommended reduction no later than August 4, 2017

# Recorder Clerk/Registrar of Voters

RECOMMENDED BUDGET • FY 2017 - 18

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## ORGANIZATIONAL CHART



Treasurer-Tax Collector  
RECOMMENDED BUDGET • FY 2017 - 18

MISSION

The Treasurer-Tax Collector’s Office administers the treasury and collection of property taxes, including secured, unsecured, and supplemental taxes. The office is also responsible for the Transient Occupancy Tax and Business License programs plus a public relations program for general taxes, licenses and transient occupancy tax. The Treasurer-Tax Collector’s Office is also responsible for the collection of other debts owed to the County through the Revenue Recovery Division.

DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Taxes	\$ 319,105	\$ 319,105	\$ 385,100	\$ 385,100	\$ 65,995	21%
Licenses, Permits	\$ 411,689	\$ 494,015	\$ 498,315	\$ 498,315	\$ 4,300	1%
Fines, Forfeitures	\$ 62,570	\$ 72,000	\$ 72,000	\$ 72,000	\$ -	0%
Charges for Service	\$ 632,772	\$ 761,044	\$ 831,350	\$ 831,350	\$ 70,306	9%
Misc.	\$ 176,547	\$ 190,480	\$ 234,222	\$ 234,222	\$ 43,742	23%
Other Financing Sources	\$ 245,477	\$ 293,240	\$ 245,750	\$ 245,750	\$ (47,490)	-16%
<b>Total Revenue</b>	<b>\$ 1,848,160</b>	<b>\$ 2,129,884</b>	<b>\$ 2,266,737</b>	<b>\$ 2,266,737</b>	<b>\$ 136,853</b>	<b>6%</b>
Salaries and Benefits	\$ 2,221,050	\$ 2,444,860	\$ 2,594,476	\$ 2,594,476	\$ 149,616	6%
Services & Supplies	\$ 400,912	\$ 550,830	\$ 547,934	\$ 516,759	\$ (34,071)	-6%
Other Charges	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Fixed Assets	\$ -	\$ 134,000	\$ 53,000	\$ 12,000	\$ (122,000)	0%
Operating Transfers	\$ 2,510	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	0%
Intrafund Transfers	\$ 42,738	\$ 35,472	\$ 34,992	\$ 34,992	\$ (480)	-1%
Intrafund Abatements	\$ (8,382)	\$ (10,000)	\$ (11,700)	\$ (11,700)	\$ (1,700)	0
<b>Total Appropriations</b>	<b>\$ 2,658,828</b>	<b>\$ 3,158,762</b>	<b>\$ 3,222,302</b>	<b>\$ 3,150,127</b>	<b>\$ (8,635)</b>	<b>(0)</b>
<b>Net County Cost</b>	<b>\$ 810,668</b>	<b>\$ 1,028,878</b>	<b>\$ 955,565</b>	<b>\$ 883,390</b>	<b>\$ (145,488)</b>	<b>-14%</b>
FTEs	20	20	21	21	1	5%

MAJOR BUDGET CHANGES

Revenue

*Taxes*

\$65,995 Increase in Transient Occupancy Tax (Hotel/Motel Tax) revenue based on recent trend.

*Charges for Services*

\$70,306 Increase in anticipated Treasury fees for cash management and investment services, and in the Treasurer’s share of the 5% administration fee for the supplemental tax roll.

*Miscellaneous*

\$43,742 Increase to reflect anticipated cost recovery related to the transfer of the Revenue Recovery function.

# Treasurer-Tax Collector

RECOMMENDED BUDGET • FY 2017 - 18

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## *Operating Transfers*

(\$47,490) Decrease in projected revenue from the separate assessment of timeshares.

## Appropriations

### *Salaries and Benefits*

\$96,549 Transfer of 1.0 FTE reflecting the transfer of the Revenue Recovery function to the Treasurer-Tax Collector's Office.

\$53,067 General increase due primarily to salaries and workers compensation charges.

### *Services and Supplies*

(\$34,071) Decrease in various items based on a review of prior year actuals.

### *Fixed Assets*

(\$122,000) The budget for FY 2016-17 included a one-time fixed asset purchase of a new remittance processor. The only recommended fixed asset for FY 2017-18 is the replacement of the Department's aging folder/insert machine for \$12,000.

## PROGRAM SUMMARIES

### *Treasurer*

This division is responsible for investing and accounting for over one billion dollars annually. Based on analysis, historical data and current events, the Treasury projects the cash flow needs of the County, schools, and other outside agencies. In addition, the Division is responsible for the internal controls over same. Electronic deposits, credit cards acceptance and non-immediate credit transaction complicate the Treasury's reconciliation processes.

### *Tax Collector*

The Tax Collector is responsible for positive public relations of the office in the process of collecting, accounting and depositing all tax receipts. The Division accounts for defaulted taxes and transfers delinquent amounts to the defaulted tax roll.

### *Revenue Recovery*

The Revenue Recovery Division is responsible for enforcement and collection of debts owed to many County Departments. This function is transferring to the Treasurer-Tax Collector's Office effective in FY 2017-18.

# Treasurer-Tax Collector

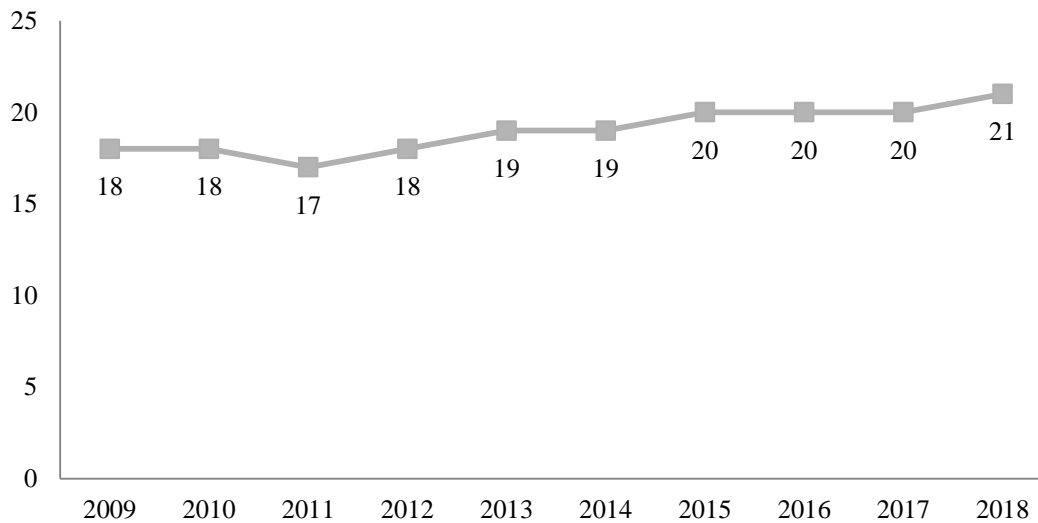
## RECOMMENDED BUDGET • FY 2017 - 18

### BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Treasurer	\$ 702,400	\$ 702,400	\$ -	3.6
Tax Collector	\$ 2,389,635	\$ 1,506,245	\$ 883,390	16.9
Revenue Recovery	\$ 58,092	\$ 58,092	\$ -	0.5
<b>Total</b>	<b>\$ 3,150,127</b>	<b>\$ 2,266,737</b>	<b>\$ 883,390</b>	<b>21</b>

### STAFFING TREND

Staffing for the Treasurer-Tax Collector’s Office has remained fairly flat over the last ten years. The recommended staff allocation for FY 2017-18 is 21 FTEs. The one FTE increase reflects the transfer of Revenue Recovery to the Treasurer-Tax Collector’s Office in FY 2017-18.



### BEST PRACTICES & SERVICE INDICATORS

In accordance with the Strategic Plan, the following best practices and service indicators will be implemented and measured throughout FY 2017-18. Results will be included in the following budget, and each year thereafter, to measure progress and levels of service.

#### Best Practices

- 1) Increase Interest Revenues through earlier deposit of checks to bank.
  - Check 21 – electronic deposit of property tax checks directly into bank. Deposit to the bank at least one day earlier thus earning additional interest. This process, if later agreed to by departments and Auditor/Controllers Office will be rolled out to large departments and outside agencies and will allow departments to deposit checks directly to the bank either through the Treasury or for themselves, thus creating a faster process advance of funds into interest earning capacity. (Roll out to departments over three year period.)



# Treasurer-Tax Collector

## RECOMMENDED BUDGET • FY 2017 - 18

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### 2) Increase Transient Occupancy Tax

- Host Compliance Contract - or Alternative - Identify possible unpermitted vacation home rentals. Once identified, the Tax Collector's staff will attempt contact with the identified rentals, determine if they are in fact renting and enforce compliance with the permitting process and collection of Transient Occupancy Tax. This will require coordination with Sheriff's department and Planning and reporting to CAO's office and BOS. (Amount of Annual Revenues Unknown.)
- Airbnb – Negotiate contract with Airbnb. The project aims at incrementally increasing TOT collections. Any incremental collections are a “win” for the county and the entities that benefit from TOT.
- Purchase, implement and train staff on use of Accounting Software for Vacation home rentals and Hotels and Motels (HDL). By using a software system to account for \$3 million in TOT revenue, staff will save time and can then spend that time pursuing compliance of the county code and payment of the appropriate tax. This system will allow for reports to be run easily when inquiries occur and eliminate current excel spreadsheets prepared to answer questions from Board members and the public.

## RECOMMENDED BUDGET

This Budget is recommended at \$3,150,127. The Recommended Budget represents an overall increase of \$140,453 (7%) in revenues and a decrease of \$8,365 (0.3%) in appropriations when compared to the FY 2016-17 Adopted Budget. As a result, the Net County Cost has decreased by \$149,088 (14%) to \$879,790.

The budget includes the transfer of the Revenue Recovery function from the Child Support Services Department, as approved by the Board of Supervisors in May, 2017. With this function comes one FTE, half of which is offset by revenue from departments as a service charge for their debt collection. This position should be available approximately half of the time to perform tasks related to the Treasurer and Tax Collector functions.

The department submitted supplemental requests totaling \$97,000:

- |  |          |
|--|----------|
| • Software to manage Transient Occupancy Tax | \$56,000 |
| • Video surveillance system                  | \$25,000 |
| • Call monitoring software                   | \$16,000 |

Funding for these requests has not been identified at this time. The CAO recommends that the video surveillance system be referred to the Facilities division for evaluation and prioritization among the other projects countywide. The additional software and services should be further evaluated to determine actual costs and potential benefits, and may be recommended at a later date if savings in other line items or sufficient off-setting revenue can be identified.

Treasurer-Tax Collector  
RECOMMENDED BUDGET • FY 2017 - 18

CAO Adjustments

The Chief Administrative Office is recommending \$72,000 in reductions from the Department's budget request. Services and Supplies have been reduced by \$31,000 based on a review of prior year actuals. Fixed Assets were reduced by \$41,000 to remove funding for the Department's supplemental requests for a video surveillance system and call monitoring software.

Sources & Uses of Funds

The Treasurer-Tax Collector is funded through a variety of sources. Charges for services include fees for cash management and investment services that are paid by outside agencies that bank in the treasury, as well as a portion of the 5% administration fee for the supplemental tax roll. Revenues are also generated through the sale of business licenses and vacation home rental fees. The Department receives a share of the fees charged for the separate assessment of time shares. Finally, the Department receives a portion of the Transient Occupancy Tax. The balance of the Department expense is funded with discretionary General Fund revenue.

FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 04 TREASURER / TAX COLLECTOR

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0171 TAX: HOTEL & MOTEL OCCUPANCY	319,105	319,105	385,100	385,100	65,995
<b>CLASS: 01 REV: TAXES</b>	319,105	319,105	385,100	385,100	65,995
0210 LICENSE: BUSINESS	431,000	431,000	435,300	435,300	4,300
0260 OTHER LICENSE & PERMITS	63,015	63,015	63,015	63,015	0
<b>CLASS: 02 REV: LICENSE, PERMIT, &amp;</b>	494,015	494,015	498,315	498,315	4,300
0360 PENALTY & COST DELINQUENT TAXES	72,000	72,000	72,000	72,000	0
<b>CLASS: 03 REV: FINE, FORFEITURE &amp;</b>	72,000	72,000	72,000	72,000	0
1300 ASSESSMENT & TAX COLLECTION FEES	94,000	94,000	94,000	94,000	0
1321 INVESTMENT & CASH MANAGEMENT FEE	603,000	603,000	612,000	612,000	9,000
1800 INTERFND REV: SERVICE BETWEEN FUND	64,044	64,044	111,000	111,000	46,956
1821 INTERFND REV: COLLECTIONS	0	0	14,350	14,350	14,350
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	761,044	761,044	831,350	831,350	70,306
1940 MISC: REVENUE	190,480	190,480	234,222	234,222	43,742
<b>CLASS: 19 REV: MISCELLANEOUS</b>	190,480	190,480	234,222	234,222	43,742
2020 OPERATING TRANSFERS IN	293,240	293,240	245,750	245,750	-47,490
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	293,240	293,240	245,750	245,750	-47,490
<b>TYPE: R SUBTOTAL</b>	2,129,884	2,129,884	2,266,737	2,266,737	136,853

# Treasurer-Tax Collector

RECOMMENDED BUDGET • FY 2017 - 18

## FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 04 TREASURER / TAX COLLECTOR

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	1,543,739	1,543,739	1,681,701	1,681,701	137,962
3001 TEMPORARY EMPLOYEES	113,027	113,027	113,027	113,027	0
3002 OVERTIME	12,390	12,390	12,390	12,390	0
3020 RETIREMENT EMPLOYER SHARE	361,322	361,322	363,625	363,625	2,303
3022 MEDI CARE EMPLOYER SHARE	24,259	24,259	24,143	24,143	-116
3040 HEALTH INSURANCE EMPLOYER	298,717	298,717	272,772	272,772	-25,945
3042 LONG TERM DISABILITY EMPLOYER	4,184	4,184	4,160	4,160	-24
3043 DEFERRED COMPENSATION EMPLOYER	11,763	11,763	14,046	14,046	2,283
3046 RETIREE HEALTH: DEFINED	21,044	21,044	24,050	24,050	3,006
3060 WORKERS' COMPENSATION EMPLOYER	18,415	18,415	48,562	48,562	30,147
3080 FLEXIBLE BENEFITS	36,000	36,000	36,000	36,000	0
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	<b>2,444,860</b>	<b>2,444,860</b>	<b>2,594,476</b>	<b>2,594,476</b>	<b>149,616</b>
4040 TELEPHONE COMPANY VENDOR	80	80	130	130	50
4041 COUNTY PASS THRU TELEPHONE CHARGES	700	700	700	700	0
4100 INSURANCE: PREMIUM	17,768	17,768	13,084	13,084	-4,684
4140 MAINT: EQUIPMENT	31,067	31,067	31,175	20,000	-11,067
4144 MAINT: COMPUTER	51,575	51,575	56,490	56,490	4,915
4220 MEMBERSHIPS	915	915	980	980	65
4221 MEMBERSHIPS: LEGISLATIVE ADVOCACY	500	500	500	500	0
4260 OFFICE EXPENSE	18,600	18,600	19,000	19,000	400
4261 POSTAGE	115,000	115,000	116,750	116,750	1,750
4262 SOFTWARE	360	360	360	360	0
4263 SUBSCRIPTION / NEWSPAPER / JOURNALS	11,185	11,185	12,385	12,385	1,200
4266 PRINTING / DUPLICATING SERVICES	48,200	48,200	48,200	48,200	0
4300 PROFESSIONAL & SPECIALIZED SERVICES	176,224	176,224	169,124	149,124	-27,100
4400 PUBLICATION & LEGAL NOTICES	18,000	18,000	18,000	18,000	0
4420 RENT & LEASE: EQUIPMENT	37,421	37,421	37,421	37,421	0
4461 EQUIP: MINOR	2,558	2,558	2,558	2,558	0
4462 EQUIP: COMPUTER	752	752	752	752	0
4500 SPECIAL DEPT EXPENSE	300	300	300	300	0
4502 EDUCATIONAL MATERIALS	2,900	2,900	2,900	2,900	0
4503 STAFF DEVELOPMENT	5,150	5,150	5,150	5,150	0
4600 TRANSPORTATION & TRAVEL	3,000	3,000	3,000	3,000	0
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	450	450	450	450	0
4605 RENT & LEASE: VEHICLE	5,625	5,625	5,875	5,875	250
4606 FUEL PURCHASES	2,500	2,500	2,650	2,650	150
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>550,830</b>	<b>550,830</b>	<b>547,934</b>	<b>516,759</b>	<b>-34,071</b>
6040 FIXED ASSET: EQUIPMENT	134,000	134,000	53,000	12,000	-122,000
<b>CLASS: 60 FIXED ASSETS</b>	<b>134,000</b>	<b>134,000</b>	<b>53,000</b>	<b>12,000</b>	<b>-122,000</b>
7000 OPERATING TRANSFERS OUT	3,600	3,600	3,600	3,600	0
<b>CLASS: 70 OTHER FINANCING USES</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>	<b>0</b>
7200 INTRAFUND TRANSFERS: ONLY GENERAL	200	200	200	200	0
7223 INTRAFND: MAIL SERVICE	14,804	14,804	14,303	14,303	-501
7224 INTRAFND: STORES SUPPORT	468	468	489	489	21
7231 INTRAFND: IS PROGRAMMING SUPPORT	20,000	20,000	20,000	20,000	0
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>35,472</b>	<b>35,472</b>	<b>34,992</b>	<b>34,992</b>	<b>-480</b>
7350 INTRFND ABATEMENTS: GF ONLY	-2,000	-2,000	-3,900	-3,900	-1,900
7351 INTRFND ABATEMENTS: SOCIAL SERVICE	-6,000	-6,000	-7,800	-7,800	-1,800
7367 INTRFND ABATEMENTS: CHILD SUPPORT	-2,000	-2,000	0	0	2,000
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	<b>-10,000</b>	<b>-10,000</b>	<b>-11,700</b>	<b>-11,700</b>	<b>-1,700</b>
<b>TYPE: E SUBTOTAL</b>	<b>3,158,762</b>	<b>3,158,762</b>	<b>3,222,302</b>	<b>3,150,127</b>	<b>-8,635</b>
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>1,028,878</b>	<b>1,028,878</b>	<b>955,565</b>	<b>883,390</b>	<b>-145,488</b>
<b>DEPARTMENT: 04 SUBTOTAL</b>	<b>1,028,878</b>	<b>1,028,878</b>	<b>955,565</b>	<b>883,390</b>	<b>-145,488</b>

Treasurer-Tax Collector  
RECOMMENDED BUDGET • FY 2017 - 18

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PERSONNEL ALLOCATION

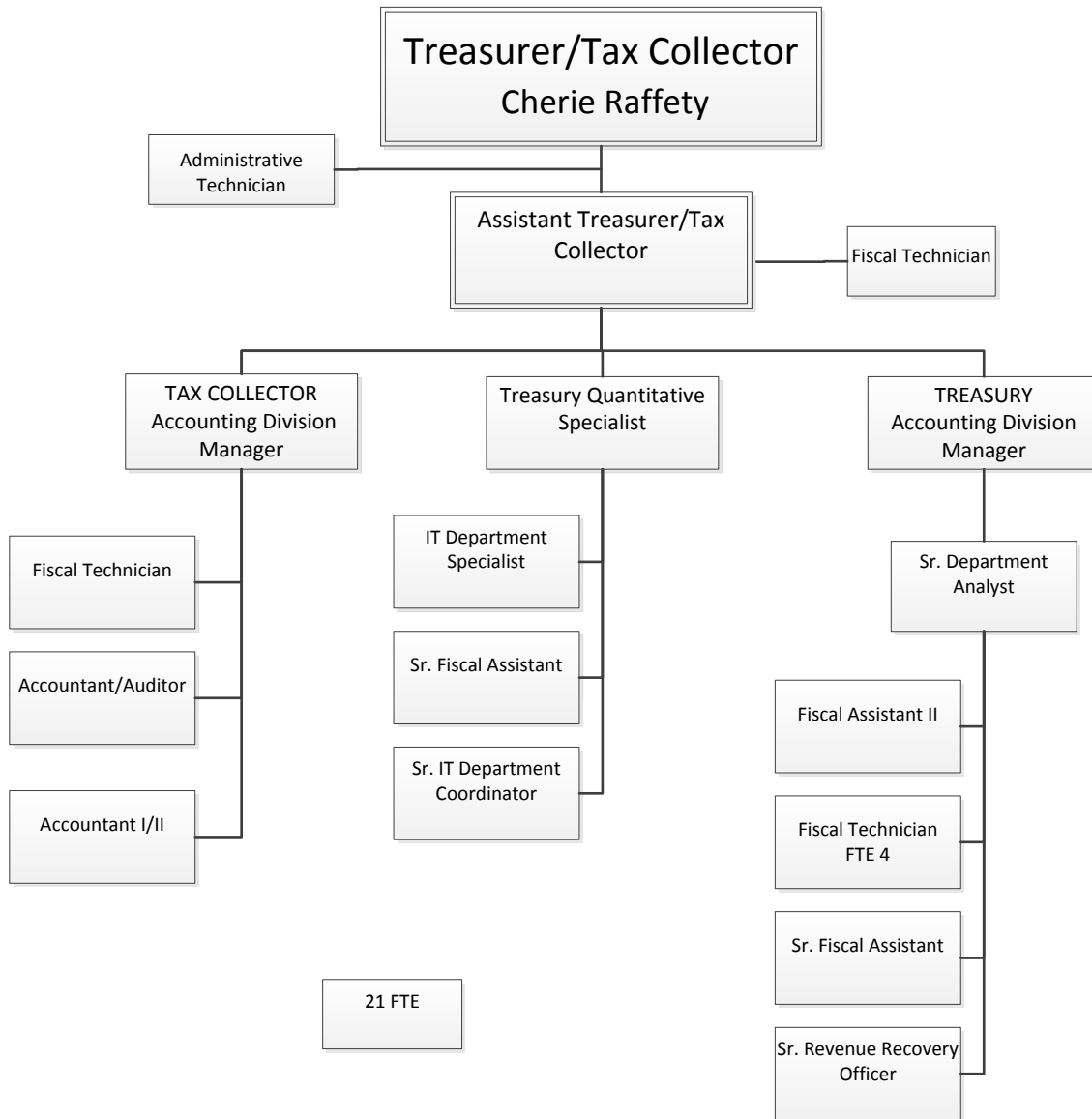
Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
Treasurer/Tax Collector	1.00	1.00	1.00	-
Accountant I/II	1.00	1.00	1.00	-
Accountant/Auditor	1.00	1.00	1.00	-
Accounting Division Manager	2.00	2.00	2.00	-
Administrative Technician	1.00	1.00	1.00	-
Assistant Treasurer/Tax Collector	1.00	1.00	1.00	-
Fiscal Assistant I/II	1.00	1.00	1.00	-
Fiscal Technician	6.00	6.00	6.00	-
Information Technology Departmental Specialist	1.00	1.00	1.00	-
Sr. Department Analyst	1.00	1.00	1.00	-
Sr. Fiscal Assistant	2.00	2.00	2.00	-
Sr. Information Technology Department Coordinator	1.00	1.00	1.00	-
Sr. Revenue Recovery Officer	-	1.00	1.00	1.00
Treasury Quantitative Specialist	1.00	1.00	1.00	-
<b>Department Total</b>	20.00	21.00	21.00	1.00

# Treasurer-Tax Collector

RECOMMENDED BUDGET • FY 2017 - 18

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## ORGANIZATIONAL CHART



# Court Maintenance of Effort (MOE) & Indigent Defense

RECOMMENDED BUDGET • FY 2017 - 18

## MISSION

The mission of the County’s Court Maintenance of Effort (MOE) Department Budget is to provide the level of financial support to the State of California, as required by law, for the Superior Court of California, El Dorado County.

The State of California is now responsible for overall funding and operation of trial courts, including Court employees. County Boards of Supervisors throughout the State are responsible for providing a level of ongoing funding support through annual revenue “maintenance of effort” payments to the State, as specified in the California Government Code. Fines and forfeitures levied as a result of Court action are collected by the Court and other County agencies. Collections are distributed as directed by law, with portions of that distribution allocated to the County General Fund, cities, and other State special funds and agencies. The General Fund share of such revenue is recorded in the County’s Court MOE Budget.

Counties also continue to be responsible for the provision of indigent defense services (court appointed counsel for indigents). This County function is represented in this Department.

## DEPARTMENT BUDGET SUMMARY

	15/16 Actual	16/17 Budget	17/18 Dept Request	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Fines, Forfeitures	\$ 403,075	\$ 403,788	\$ 401,074	\$ 401,074	\$ (2,714)	-0.7%
Charges for Service	\$ 635,816	\$ 633,692	\$ 619,723	\$ 619,723	\$ (13,969)	-2.2%
Miscellaneous	\$ 10,107	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
<b>Total Revenue</b>	<b>\$ 1,048,998</b>	<b>\$ 1,047,480</b>	<b>\$ 1,030,797</b>	<b>\$ 1,030,797</b>	<b>\$ (16,683)</b>	<b>-1.6%</b>
Services & Supplies	\$ 954,575	\$ 1,307,877	\$ 1,178,725	\$ 1,178,725	\$ (129,152)	-9.9%
Maintenance of Effort	\$ 785,593	\$ 1,274,000	\$ 1,275,000	\$ 1,275,000	\$ 1,000	0.1%
<b>Total Appropriations</b>	<b>\$ 1,740,168</b>	<b>\$ 2,581,877</b>	<b>\$ 2,453,725</b>	<b>\$ 2,453,725</b>	<b>\$ (128,152)</b>	<b>-5.0%</b>
<b>Net County Cost</b>	<b>\$ 691,170</b>	<b>\$ 1,534,397</b>	<b>\$ 1,422,928</b>	<b>\$ 1,422,928</b>	<b>\$ (111,469)</b>	<b>-7.3%</b>
FTEs	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%

## MAJOR BUDGET CHANGES

### Appropriations

#### *Services and Supplies*

(\$129,152)      Decrease due primarily to a recommended reduction in the number of attorneys serving on the indigent defense conflict panel.

# Court Maintenance of Effort (MOE) & Indigent Defense

RECOMMENDED BUDGET • FY 2017 - 18

## PROGRAM SUMMARIES

### *Court Facilities*

Appropriations for court facilities are provided in compliance with statutory requirements that the County pay for the operation and maintenance of court facilities. This budget provides funding for the County Facility Payment (CFP) under AB1491.

AB1491 (formerly SB1732), the State Trial Court Facilities Act, required the County to transfer Court occupied facilities and properties to the State either by title or responsibility. The County completed the transfer of Court facilities in November 2008 with the transfer becoming effective January 2, 2009. Upon transfer of the facilities and properties an annual County Facilities Payment (CFP) was established requiring the County to sustain a level of financial support for the on-going maintenance and utilities of the State's court facilities.

### *Indigent Defense*

The Indigent Defense program consists of Court appointed private attorneys serving as indigent conflict counsel for those cases where either the Judge or the County Public Defender has determined a conflict exists. Conflicts can exist for a number of different reasons. Examples include a case where the Public Defender may already be defending a client on a different case or where a client is linked to circumstances in a different client's case. Conflict panel attorneys can also be assigned by the Judges to cases where there are multiple defendants or where special circumstances exist such as the death penalty which requires, by law, a minimum of two attorneys, one of which would come from the conflict panel.

The program includes a contract with a local law firm to coordinate a panel of attorneys. In addition, this budget includes funding for court ordered services associated with the defense of indigent clients.

### *Superior Court Maintenance of Effort*

The Court Maintenance of Effort budget unit reflects the County's share of fines and forfeitures levied during Court proceedings, some of which are collected and distributed by the State Superior Court, El Dorado County branch. The Court MOE budget unit also includes appropriations for the County's payment of the mandated revenue "maintenance of effort" for ongoing support of the State Superior Court. (Appropriations for local Court operations are not reflected in the County Budget since the Court is now a part of the State system. The State's appropriations to the local courts Statewide are determined by the State Judicial Council based upon recommendations from the State Administrative Office of Courts.)

## BUDGET SUMMARY BY PROGRAM

	<b>Appropriations</b>	<b>Revenues</b>	<b>Net County Cost</b>	<b>Staffing</b>
Court Facilities	\$ 335,000	\$ -	\$ 335,000	0
Indigent Defense	\$ 1,178,725	\$ 10,000	\$ 1,168,725	0
Maintenance of Effort	\$ 940,000	\$ 1,020,797	\$ (80,797)	0
<b>Total</b>	<b>\$ 2,453,725</b>	<b>\$ 1,030,797</b>	<b>\$ 1,422,928</b>	<b>0</b>

# Court Maintenance of Effort (MOE) & Indigent Defense

RECOMMENDED BUDGET • FY 2017 - 18

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## RECOMMENDED BUDGET

This Budget is recommended at \$2,453,725. The Recommended Budget represents an overall decrease of \$16,683 (2%) in revenues and a decrease of \$128,152 (5%) in appropriations when compared to the FY 2016-17 Adopted Budget. As a result, the Net County Cost has decreased by \$111,469 (7%) to \$1,422,928.

The Recommended Budget reflects a reduction in the cost for conflict panel attorney services.

### Sources & Uses of Funds

The County receives a share of fines, including vehicle and court fines (\$401,074), and fees and penalties, mostly associated with traffic school (\$619,723), which are collected by the Courts.

The remaining required Superior Court Maintenance of Effort is funded with the County's share of the fine and fee revenue that the County receives. Additionally, the County is required to remit to the State a 50% portion of any fine and forfeiture revenue received in excess of the base MOE amount.

Indigent Defense is funded entirely from discretionary General Fund revenue.



# Court Maintenance of Effort (MOE) & Indigent Defense

## RECOMMENDED BUDGET • FY 2017 - 18

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### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 20 SUPERIOR COURT MOE

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
0300	VEHICLE CODE: FINES	13,536	13,536	12,963	12,963	-573
0301	VEHICLE CODE: COURT FINES	352,356	352,356	351,452	351,452	-904
0320	COURT FINE: OTHER	37,896	37,896	36,659	36,659	-1,237
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp;</b>	<b>403,788</b>	<b>403,788</b>	<b>401,074</b>	<b>401,074</b>	<b>-2,714</b>
1500	COURT: FEES & COSTS	485	485	473	473	-12
1504	COURT: SUMMARY JUDGMENT	8,000	8,000	8,000	8,000	0
1510	COURT: TRAFFIC BAIL SCHOOL VC42007	359,534	359,534	351,831	351,831	-7,703
1511	COURT: TRAFFIC SCHOOL VC42007.1	78,918	78,918	77,600	77,600	-1,318
1512	COURT: CITE/OWN RECOG PC1463.07	390	390	390	390	0
1513	COURT: AB233 CNTY SHARE ST PENALTY	180,429	180,429	180,429	180,429	0
1517	COURT: CONFLICT ATTORNEY	5,936	5,936	1,000	1,000	-4,936
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	<b>633,692</b>	<b>633,692</b>	<b>619,723</b>	<b>619,723</b>	<b>-13,969</b>
1942	MISC: REIMBURSEMENT	10,000	10,000	10,000	10,000	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>
<b>TYPE: R SUBTOTAL</b>						
	1,047,480	1,047,480	1,030,797	1,030,797	-16,683	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
4120	JURY & WITNESS EXPENSE	5,000	5,000	2,500	2,500	-2,500
4122	JURY EXP: CRIMINAL	2,000	2,000	5,066	5,066	3,066
4126	JURY MILEAGE: CRIMINAL	2,200	2,200	4,831	4,831	2,631
4127	GRAND JURY EXPENSE	6,000	6,000	6,000	6,000	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	10,000	10,000	10,000	10,000	0
4310	CONTRACTUAL SERVICE PROGRAM	997,677	997,677	0	0	-997,677
4313	LEGAL SERVICES	145,000	145,000	163,644	163,644	18,644
4315	CONTRACT: LEGAL ATTORNEY	0	0	841,184	841,184	841,184
4317	CRIMINAL INVESTIGATION	75,000	75,000	75,000	75,000	0
4320	VERBATIM: TRANSCRIPTION	5,000	5,000	10,000	10,000	5,000
4323	PSYCHIATRIC MEDICAL SERVICES	60,000	60,000	60,000	60,000	0
4400	PUBLICATION & LEGAL NOTICES	0	0	500	500	500
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>1,307,877</b>	<b>1,307,877</b>	<b>1,178,725</b>	<b>1,178,725</b>	<b>-129,152</b>
5240	CONTRIB: NON-CNTY GOVERNMENTAL	334,000	334,000	335,000	335,000	1,000
5242	AB233: MOE COURT REVENUE	940,000	940,000	940,000	940,000	0
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>1,274,000</b>	<b>1,274,000</b>	<b>1,275,000</b>	<b>1,275,000</b>	<b>1,000</b>
<b>TYPE: E SUBTOTAL</b>						
	2,581,877	2,581,877	2,453,725	2,453,725	-128,152	
<b>FUND TYPE: 10 SUBTOTAL</b>						
	1,534,397	1,534,397	1,422,928	1,422,928	-111,469	
<b>DEPARTMENT: 20 SUBTOTAL</b>						
	1,534,397	1,534,397	1,422,928	1,422,928	-111,469	

MISSION

The District Attorney’s office is dedicated, while recognizing the dignity of all individuals, to objectively and effectively investigate and prosecute matters under the Law to achieve justice and minimize trauma to victims.

DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Fines, Forfeitures	\$ 12,791	\$ 12,500	\$ 10,000	\$ 10,000	\$ (2,500)	-20%
State	\$ 1,992,296	\$ 1,578,985	\$ 1,660,864	\$ 1,660,864	\$ 81,879	5%
Federal	\$ 178,042	\$ 295,351	\$ 115,784	\$ 115,784	\$ (179,567)	-61%
Charges for Service	\$ 30,896	\$ 35,500	\$ 35,500	\$ 35,500	\$ -	0%
Miscellaneous	\$ 1,755	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0%
Other Financing Sources	\$ 688,353	\$ 758,090	\$ 705,748	\$ 705,748	\$ (52,342)	-7%
<b>Total Revenue</b>	<b>\$ 2,904,133</b>	<b>\$ 2,682,926</b>	<b>\$ 2,530,396</b>	<b>\$ 2,530,396</b>	<b>\$ (152,530)</b>	<b>-6%</b>
Salaries and Benefits	\$ 8,313,825	\$ 8,743,374	\$ 9,038,977	\$ 9,038,977	\$ 295,603	3%
Services & Supplies	\$ 803,756	\$ 786,112	\$ 721,026	\$ 721,026	\$ (65,086)	-8%
Other Charges	\$ 6,013	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0%
Fixed Assets	\$ 1,143	\$ 1,143	\$ -	\$ -	\$ (1,143)	-100%
Operating Transfers	\$ -	\$ 34,000	\$ -	\$ -	\$ (34,000)	0%
Intrafund Transfers	\$ 21,771	\$ 5,423	\$ 26,380	\$ 26,380	\$ 20,957	386%
Intrafund Abatements	\$ (391,937)	\$ (498,761)	\$ (498,761)	\$ (498,761)	\$ -	0%
<b>Total Appropriations</b>	<b>\$ 8,754,571</b>	<b>\$ 9,073,791</b>	<b>\$ 9,290,122</b>	<b>\$ 9,290,122</b>	<b>\$ 216,331</b>	<b>2%</b>
<b>Net County Cost</b>	<b>\$ 5,850,438</b>	<b>\$ 6,390,865</b>	<b>\$ 6,759,726</b>	<b>\$ 6,759,726</b>	<b>\$ 368,861</b>	<b>6%</b>
<b>FTEs</b>	<b>60.0</b>	<b>57.8</b>	<b>57.8</b>	<b>57.8</b>	<b>-</b>	<b>0%</b>

MAJOR BUDGET CHANGES

Revenue

*Federal*

(\$179,567) Revenues from several grants are projected to decline based on a three-year actual award average.

Appropriations

*Salaries and Benefits*

\$295,603 Increases are mainly in Permanent Salaries, due to step increases and negotiated increases for sworn staff. CalPERS retirement costs are also increasing.

*Services and Supplies*

(\$65,086) Reductions are due mainly to the exclusion of some one-time expenses that were included in the FY 2016-17 Adopted Budget.

# District Attorney

RECOMMENDED BUDGET • FY 2017 - 18

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## PROGRAM SUMMARIES

### Automobile Insurance Fraud

The El Dorado County District Attorney's Auto Fraud Unit is made up of deputy district attorneys and district attorney investigators who work closely with the California Department of Insurance, California Department of Motor Vehicles, Insurance Investigators and the Arson Task force in the prevention, investigation and prosecution of various forms of automobile insurance fraud. The Auto Fraud Unit investigates not only the typical auto insurance fraud and perjury case (where an individual presents a false or fraudulent claim for non-existent injuries or damages) but also complex schemes involving car dealership fraud and conspiracy to defraud multiple customers relating to the sales, transfers, and loan payoffs concerning the purchase of new and used vehicles. This program is funded on an annual basis through a grant application to the State Department of Insurance.

### Core Prosecution

#### *Child Abuse*

The Special Investigator coordinates and conducts interviews of children involved in child abuse cases. This employee is also a vital part of the Multidisciplinary Interview Center as well as assisting with victim coordination on the major felony cases.

#### *Core Prosecution*

The main functions of this unit are to prosecute adult and juvenile offenders for criminal offenses, evaluate law enforcement reports and documents, assist in search warrant preparation, prepare and file legal briefs and memoranda relating to prosecution activities and appeals, conduct original and supplemental investigation of cases, prepare for trials, conduct trials, post-trial and sentencing hearings and appeals.

#### *Multi-Disciplinary Interview Center (MDIC)*

The User Agencies comprised of the Sheriff, Placerville Police Department, Department of Human Services and District Attorney work together toward the mutual goal of facilitating the investigation of child abuse cases in order to minimize the trauma to child victims and their families residing in the western portion of El Dorado County and to maximize the effectiveness of criminal prosecution.

#### *Elder Abuse Prosecution*

Deputy District Attorney's and Investigators work together with the Elder Protection Unit formed in 2006 to investigate and prosecute Elder Abuse Cases.

#### *SB 90*

As required by law, the District Attorney's office is mandated by the State of California to appear on behalf of the District Attorney's office for cases where defendants were convicted of a crime and classified as one of the following: Sexually Violent Predator, Mentally Disordered Offender, Not Guilty By Reason of Insanity. The Deputy District Attorney appears at recommitment hearings to insure that the offender is not released back into the community.

Another subset of the SB 90 program is Child Abduction and Recovery. In most instances these abductions involve a parent that does not have custody of the child(ren) and has taken them out of the county/state. The investigator works with families and law enforcement agencies to recover the child and return them to their legal guardian.

### *Sexual Assault/Domestic Violence*

This unit currently covers all of the adult sexual assault, child sexual assault, child pornography, child abuse, and sexual registrant violators or the entire county. This unit also handles all of the domestic violence cases on the Western Slope.

Due to the extremely sensitive nature these cases are vertically prosecuted. Deputy district attorneys spend a significant amount of time meeting with victims and their families. These cases are all extremely sensitive and involve substantial time outside of the courtroom preparing for trial and conducting follow up investigations. Most of these cases result in prison sentences. Many involve potential life sentences and end up going to trial.

### *Cold Case Homicides*

Currently, there are approximately 60 cold case homicides to date. Of the 60 cases, 76% have been identified by the El Dorado County Sheriff's Office to have occurred in the last seven years. The remaining 24% reside with the South Lake Tahoe Police Department. These figures do not include cold sexual assault cases which to date have not been identified.

One of the unique characteristics of cold homicide cases is that often the killer is a serial killer. In many cases there is evidence to indicate that the defendant(s) were responsible for other deaths that were never prosecuted. Due to increased technology in DNA testing the potential of bringing the killers to justice is now a possibility.

### Environmental Crimes

This unit provides the investigation and prosecution of environmental cases. The El Dorado County District Attorney's Environmental Unit is made up of deputy district attorneys and district attorney investigators who work closely with various California and County Agencies including El Dorado County Environmental Management, Code Enforcement, Department of Transportation, California Department of Fish & Game, California Air Resources Board, California Attorney General's Office, California District Attorney Association, State Water Resources Control Board, Lahontan Regional Water Quality Control Board, California Department of Forestry, as well as statewide cases with various other District Attorney's Offices. This unit is responsible for review and filing of environmental cases throughout El Dorado County. This unit investigates various forms of environmental crimes, including Hazardous Waste & Underground Storage Tank (UST) violations, Hazardous Material Business Plan violations (which put our first responders at risk of hazardous waste exposure), and illegal/improper release of deleterious materials to state waters and rivers in El Dorado County. Moreover, the unit files both criminal and civil complaints against individuals and businesses who are committing violations of various environmental protection statutes - including civil Business and Professions Code section 17200 cases concerning unlawful business practices.

Funding for this program is achieved through the use of defendant judgments that are deposited into a trust fund. These funds are ongoing as cases are prosecuted on an annual basis. The total amount of judgments can vary depending on case load within the fiscal year.

# District Attorney

## RECOMMENDED BUDGET • FY 2017 - 18

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### Proposition 64

The El Dorado County District Attorney's Consumer Fraud Unit is made up of deputy district attorneys and district attorney investigators who work closely with various California and County Agencies including Amador, Sacramento and Yolo County District Attorney's Offices, the California Department of Corporations, California Department of Motor Vehicles, California Department of Weights & Measures, California Department of Forestry, California Department of Home Furnishings, California Bureau of Automotive Repair, and the El Dorado County Code Enforcement and Department of Agriculture, in the investigation and prosecution of various forms of consumer fraud and unlawful business practices. Further, this unit is involved with review and handling all of the District Attorney Fraud Hotline and Consumer Fraud Complaints, as well as community outreach and fraud alerts concerning current fraud schemes and tactics. This unit investigates unlawful business practices in various forms, including cases against companies who have been short-selling underweight product for years, and businesses that have been defrauding customers through false advertising and mislabeling of products. Moreover, the unit files both criminal and civil complaints against individuals and businesses who are committing violations of various consumer protection statutes - including civil Business and Professions Code section 17200 cases concerning unlawful business practices. This program is funded through the use of funds collected from defendant judgments.

### Real Estate Fraud

This unit provides the investigation and prosecution of Real Estate Fraud. The funding for Real Estate Fraud is ongoing. As the real estate instruments specified under GC 27388 are recorded, a \$3.00 fee is assessed with 90% of the fee being deposited into a Special Revenue Account for use by the District Attorney's office for the investigation and prosecution of Real Estate Fraud. In addition to the recorded document fees, funding from a specialized grant referenced above will be utilized.

### Victim Witness Assistance

The Victim Witness Assistance program serves as a resource to crime victims. The advocates funded under this grant are required to provide the following services: crisis intervention, emergency assistance, resource referral and assistance, direct counseling and therapy, claim assistance, property return, orientation, court escort, case status/ disposition, notification of family and friends.

Funding is received through Cal-EMA (formerly Office of Emergency Services). This grant is applied for and granted on an annual basis.

### Victim Witness Claims

The Claims Specialist provide application intake, data entry, determine eligibility, and verify losses, including; medical, dental, wage loss, support loss, mental health counseling, funeral burial and relocation expenses. The benefit of having the claims processed in our county is that bills can be paid in a timely manner. The average processing time of claims done directly by the VCP Board is 3-6 months which causes ongoing stress to victims as providers will cut off services until payment is received. Funding is received through Cal-EMA (formerly Office of Emergency Services). This grant is applied for and granted on an annual basis.

### Workers Compensation Insurance Fraud

The El Dorado County Workers Compensation Unit provides the investigation and prosecution of Workers Compensation Insurance Fraud in El Dorado County. This includes claimant, premium,

# District Attorney

## RECOMMENDED BUDGET • FY 2017 - 18

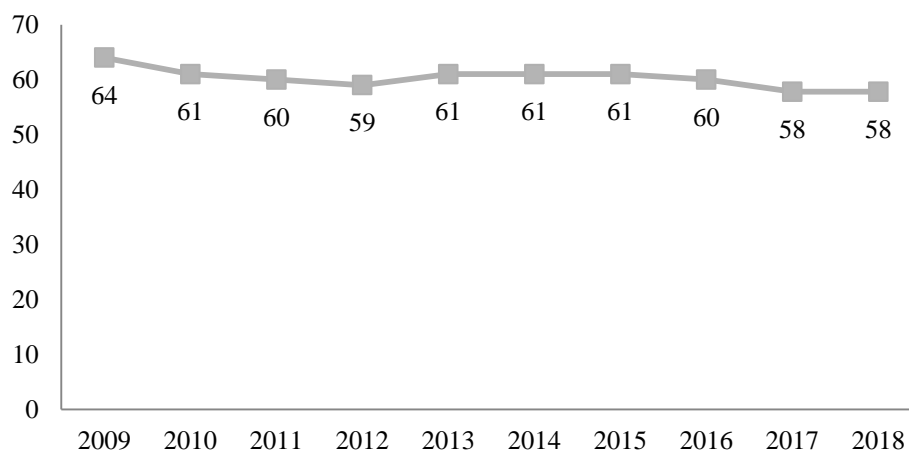
uninsured employer and medical provider fraud. Claimant fraud includes employees making false or exaggerated claims. Premium fraud occurs when employers misstate the type of work and or work experience of their employees in order to pay a lower premium. Uninsured employers are those who don't protect their employees by failing to obtain required workers compensation coverage. Medical provider fraud can occur when medical professional's bill for services not rendered, misrepresent the service provided, bill for unnecessary services, etc. This program is funded on an annual basis through a grant application to the State Department of Insurance.

### BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Automobile Insurance Fraud	\$ 201,966	\$ 237,400	\$ (35,434)	2.1
Core Prosecution	\$ 8,221,842	\$ 1,494,761	\$ 6,727,081	47.6
Environmental Crimes	\$ 5,464	\$ 5,000	\$ 464	0.15
Proposition 64	\$ 21,973	\$ 20,000	\$ 1,973	0.45
Real Estate Fraud	\$ 83,385	\$ 80,000	\$ 3,385	0.25
Victim Witness Assistance	\$ 227,871	\$ 208,934	\$ 18,937	3.8
Victim Witness Claims	\$ 247,742	\$ 213,349	\$ 34,393	1
Worker's Comp Insurance Fraud	\$ 279,879	\$ 270,952	\$ 8,927	2.45
<b>Total</b>	<b>\$ 9,290,122</b>	<b>\$ 2,530,396</b>	<b>\$ 6,759,726</b>	<b>57.8</b>

### STAFFING TREND

Staffing for the District Attorney's Office has declined slightly over the last decade, due mainly to budget reductions, and the transfer of the department's fiscal functions to the Central Fiscal Unit in the Chief Administrative Office. The recommended staff allocation for FY 2017-18 is 57.8 FTEs.



# District Attorney

RECOMMENDED BUDGET • FY 2017 - 18

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## RECOMMENDED BUDGET

The Recommended Budget represents an overall decrease of \$152,530 (6%) in revenues and an increase of \$216,331 (2%) in appropriations when compared to the FY 2016-17 Adopted Budget. As a result, the Net County Cost has increased by \$368,861 (6%) to \$6,759,726.

### CAO Adjustments

The CAO has not made any adjustments to the District Attorney's requested budget. The District Attorney submitted two supplemental requests that are not recommended at this time.

The department requested the addition of one Deputy District Attorney. To support this request, the District Attorney cited concerns over increasing workloads, which he mainly attributes to major reforms in sentencing laws in California over the past five years, including modification of the "Three Strikes" law, Public Safety Realignment, the Elderly Parole Program, and Propositions 47 and 57.

In addition, the District Attorney states the requirement to treat more misdemeanors through diversion programs and specialty courts has added complexity to many cases.

The District Attorney proposed to partially offset the cost of the additional allocation with the deletion of one Investigative Assistant. The net impact of this change would be an \$85,000 increase to Net County Cost. This funding has not been identified, therefore this change is not recommended at this time.

The District Attorney also requested \$318,000 to relocate his offices into a leased facility, citing a 2014 report that concluded the County-owned buildings that he occupies should be replaced. The CAO recognizes this is a priority and is working with the Facilities Division to identify options for relocating the District Attorney, which may include leasing a facility; however, no funding has been specifically identified in the Recommended Budget for this purpose at this time.

### Sources & Uses of Funds

The District Attorney's Office is primarily funded through discretionary General Fund revenue; however, several State grants provide funding for various programs within the office. The Office also receives a portion of the Public Safety Sales Tax, and transfers in revenue from special revenue funds for the Auto Fraud (\$237,400), Workers Compensation Fraud (\$270,954), Proposition 64 (\$20,000), Real Estate Fraud (\$80,000), and Environmental Crimes programs (\$5,000).

District Attorney  
RECOMMENDED BUDGET • FY 2017 - 18

FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 22 DISTRICT ATTORNEY

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
0342	PENALTY: BAD CHECK RESTITUTION	1,623	2,500	0	0	-2,500
0348	PENALTY: SUSPENDED DRIVERS LICENSE	7,714	10,000	10,000	10,000	0
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp;</b>	9,337	12,500	10,000	10,000	-2,500
0860	ST: PUBLIC SAFETY SALES TAX	920,097	979,251	940,185	940,185	-39,066
0880	ST: OTHER	261,652	213,349	401,679	401,679	188,330
0896	ST: VEHICLE THEFT ALLOCATION	200,000	197,000	199,000	199,000	2,000
0898	ST: OES - OFFICE EMERGENCY SERVICES	145,855	189,385	120,000	120,000	-69,385
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	1,527,604	1,578,985	1,660,864	1,660,864	81,879
1100	FED: OTHER	-2,473	17,000	26,850	26,850	9,850
1124	FED:OFFICE OF EMERGENCY SERVICES	160,000	278,351	88,934	88,934	-189,417
<b>CLASS: 10</b>	<b>REV: FEDERAL</b>	157,527	295,351	115,784	115,784	-179,567
1501	COURT: FEE	272	500	500	500	0
1746	BLOOD DRAWS	35,000	35,000	35,000	35,000	0
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	35,272	35,500	35,500	35,500	0
1940	MISC: REVENUE	1,519	2,500	2,500	2,500	0
1942	MISC: REIMBURSEMENT	612	0	0	0	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	2,131	2,500	2,500	2,500	0
2020	OPERATING TRANSFERS IN	803,026	758,090	705,748	705,748	-52,342
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	803,026	758,090	705,748	705,748	-52,342
<b>TYPE: R SUBTOTAL</b>	2,534,897	2,682,926	2,530,396	2,530,396	-152,530	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
3000	PERMANENT EMPLOYEES / ELECTED	5,201,125	5,493,804	5,741,117	5,741,117	247,313
3001	TEMPORARY EMPLOYEES	229,603	174,713	150,000	150,000	-24,713
3002	OVERTIME	139,945	142,000	142,000	142,000	0
3003	STANDBY PAY	9,471	0	10,026	10,026	10,026
3004	OTHER COMPENSATION	232,398	82,200	90,000	90,000	7,800
3005	TAHOE DIFFERENTIAL	9,290	12,000	9,600	9,600	-2,400
3006	BILINGUAL PAY	4,100	4,160	4,160	4,160	0
3020	RETIREMENT EMPLOYER SHARE	1,381,464	1,431,538	1,514,581	1,514,581	83,043
3022	MEDI CARE EMPLOYER SHARE	88,374	81,661	83,619	83,619	1,958
3040	HEALTH INSURANCE EMPLOYER	821,296	833,409	807,861	807,861	-25,548
3041	UNEMPLOYMENT INSURANCE EMPLOYER	0	120	0	0	-120
3042	LONG TERM DISABILITY EMPLOYER	0	13,650	14,064	14,064	414
3043	DEFERRED COMPENSATION EMPLOYER	24,829	38,622	40,227	40,227	1,605
3046	RETIREE HEALTH: DEFINED	62,710	62,710	66,195	66,195	3,485
3060	WORKERS' COMPENSATION EMPLOYER	164,675	164,675	147,907	147,907	-16,768
3080	FLEXIBLE BENEFITS	205,816	208,112	217,620	217,620	9,508
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	8,575,096	8,743,374	9,038,977	9,038,977	295,603



# District Attorney

RECOMMENDED BUDGET • FY 2017 - 18

## FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 22 DISTRICT ATTORNEY

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4040 TELEPHONE COMPANY VENDOR	6,558	6,000	6,000	6,000	0
4041 COUNTY PASS THRU TELEPHONE CHARGES	6,630	6,630	9,439	9,439	2,809
4044 CABLE/INTERNET SERVICE	0	500	0	0	-500
4060 FOOD AND FOOD PRODUCTS	286	600	600	600	0
4080 HOUSEHOLD EXPENSE	34	0	250	250	250
4086 JANITORIAL / CUSTODIAL SERVICES	970	0	3,168	3,168	3,168
4100 INSURANCE: PREMIUM	65,111	65,111	42,436	42,436	-22,675
4123 JURY/WITNESS EXPENSE	15,000	15,000	15,000	15,000	0
4124 WITNESS FEE	5,000	5,000	5,000	5,000	0
4128 WITNESS MILEAGE	2,783	5,000	5,000	5,000	0
4144 MAINT: COMPUTER	4,500	4,500	4,500	4,500	0
4220 MEMBERSHIPS	16,000	16,000	18,195	18,195	2,195
4221 MEMBERSHIPS: LEGISLATIVE ADVOCACY	1,212	3,000	0	0	-3,000
4260 OFFICE EXPENSE	10,202	10,000	11,200	11,200	1,200
4261 POSTAGE	3,224	5,000	5,025	5,025	25
4263 SUBSCRIPTION / NEWSPAPER / JOURNALS	4,798	3,050	2,985	2,985	-65
4264 BOOKS / MANUALS	10	0	0	0	0
4265 LAW BOOKS	20,000	20,000	5,000	5,000	-15,000
4266 PRINTING / DUPLICATING SERVICES	907	500	500	500	0
4267 ON-LINE SUBSCRIPTIONS	4,134	6,500	40,065	40,065	33,565
4300 PROFESSIONAL & SPECIALIZED SERVICES	112,040	84,500	104,071	104,071	19,571
4308 EXTERNAL DATA PROCESSING SERVICES	40,205	41,000	41,000	41,000	0
4317 CRIMINAL INVESTIGATION	2,000	2,000	2,000	2,000	0
4320 VERBATIM: TRANSCRIPTION	10,000	10,000	10,000	10,000	0
4322 MEDICAL & SOBRIETY EXAMINATIONS	35,000	35,000	35,000	35,000	0
4324 MEDICAL,DENTAL,LAB & AMBULANCE SRV	3,000	3,000	0	0	-3,000
4334 FIRE PREVENTION & INSPECTION	386	0	0	0	0
4343 PERIMETER SECURITY	192	0	420	420	420
4420 RENT & LEASE: EQUIPMENT	18,000	18,000	18,600	18,600	600
4421 RENT & LEASE: SECURITY SYSTEM	6,600	6,600	7,200	7,200	600
4440 RENT & LEASE: BUILDING &	91,932	89,615	79,714	79,714	-9,901
4460 EQUIP: SMALL TOOLS & INSTRUMENTS	516	1,500	1,500	1,500	0
4461 EQUIP: MINOR	38,200	20,000	5,250	5,250	-14,750
4462 EQUIP: COMPUTER	2,501	2,500	3,500	3,500	1,000
4463 EQUIP: TELEPHONE & RADIO	29	0	0	0	0
4464 EQUIP: LAW ENFORCEMENT	0	1,500	10,000	10,000	8,500
4465 EQUIP: VEHICLE	18,000	18,000	3,000	3,000	-15,000
4500 SPECIAL DEPT EXPENSE	11,700	5,000	1,000	1,000	-4,000
4501 SPECIAL PROJECTS	49,198	49,198	0	0	-49,198
4503 STAFF DEVELOPMENT	19,470	18,000	24,000	24,000	6,000
4510 DISTRICT ATTORNEY	2,591	0	2,500	2,500	2,500
4529 SOFTWARE LICENSE	3,500	3,500	250	250	-3,250
4540 STAFF DEVELOPMENT (NOT 1099)	1,194	0	600	600	600
4600 TRANSPORTATION & TRAVEL	25,775	20,000	21,500	21,500	1,500
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	5,547	10,000	10,000	10,000	0
4605 RENT & LEASE: VEHICLE	75,207	75,013	67,327	67,327	-7,686
4606 FUEL PURCHASES	40,459	40,000	40,000	40,000	0
4608 HOTEL ACCOMMODATIONS	28,795	25,000	25,000	25,000	0
4620 UTILITIES	28,643	34,795	33,231	33,231	-1,564
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>838,039</b>	<b>786,112</b>	<b>721,026</b>	<b>721,026</b>	<b>-65,086</b>
5300 INTERFND: SERVICE BETWEEN FUND	32,500	2,500	2,500	2,500	0
<b>CLASS: 50 OTHER CHARGES</b>	<b>32,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>0</b>
6020 FIXED ASSET: BUILDING & IMPROVEMENTS	0	1,143	0	0	-1,143
6025 LEASEHOLD IMPROVEMENTS	175	0	0	0	0
6042 FIXED ASSET: COMPUTER SYSTEM	7,000	0	0	0	0
<b>CLASS: 60 FIXED ASSETS</b>	<b>7,175</b>	<b>1,143</b>	<b>0</b>	<b>0</b>	<b>-1,143</b>

District Attorney  
RECOMMENDED BUDGET • FY 2017 - 18

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FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 22 DISTRICT ATTORNEY

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
7001 OPERATING TRANSFERS OUT: FLEET	34,000	34,000	0	0	-34,000
<b>CLASS: 70 OTHER FINANCING USES</b>	34,000	34,000	0	0	-34,000
7200 INTRAFUND TRANSFERS: ONLY GENERAL	180	0	500	500	500
7221 INTRAFND: RADIO EQUIPMENT & SUPPORT	0	1,000	1,000	1,000	0
7223 INTRAFND: MAIL SERVICE	4,248	4,248	4,601	4,601	353
7224 INTRAFND: STORES SUPPORT	80	175	279	279	104
7231 INTRAFND: IS PROGRAMMING SUPPORT	0	0	18,000	18,000	18,000
7232 INTRAFND: MAINT BLDG & IMPROVMNTS	0	0	2,000	2,000	2,000
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	4,508	5,423	26,380	26,380	20,957
7352 INTRFND ABATEMENTS: DA/FS CONTRACT	-425,000	-425,000	-425,000	-425,000	0
7380 INTRFND ABATEMENTS: NOT GENERAL	0	-73,761	-73,761	-73,761	0
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	-425,000	-498,761	-498,761	-498,761	0
<b>TYPE: E SUBTOTAL</b>	9,066,318	9,073,791	9,290,122	9,290,122	216,331
<b>FUND TYPE: 10 SUBTOTAL</b>	6,531,421	6,390,865	6,759,726	6,759,726	368,861
<b>DEPARTMENT: 22 SUBTOTAL</b>	6,531,421	6,390,865	6,759,726	6,759,726	368,861

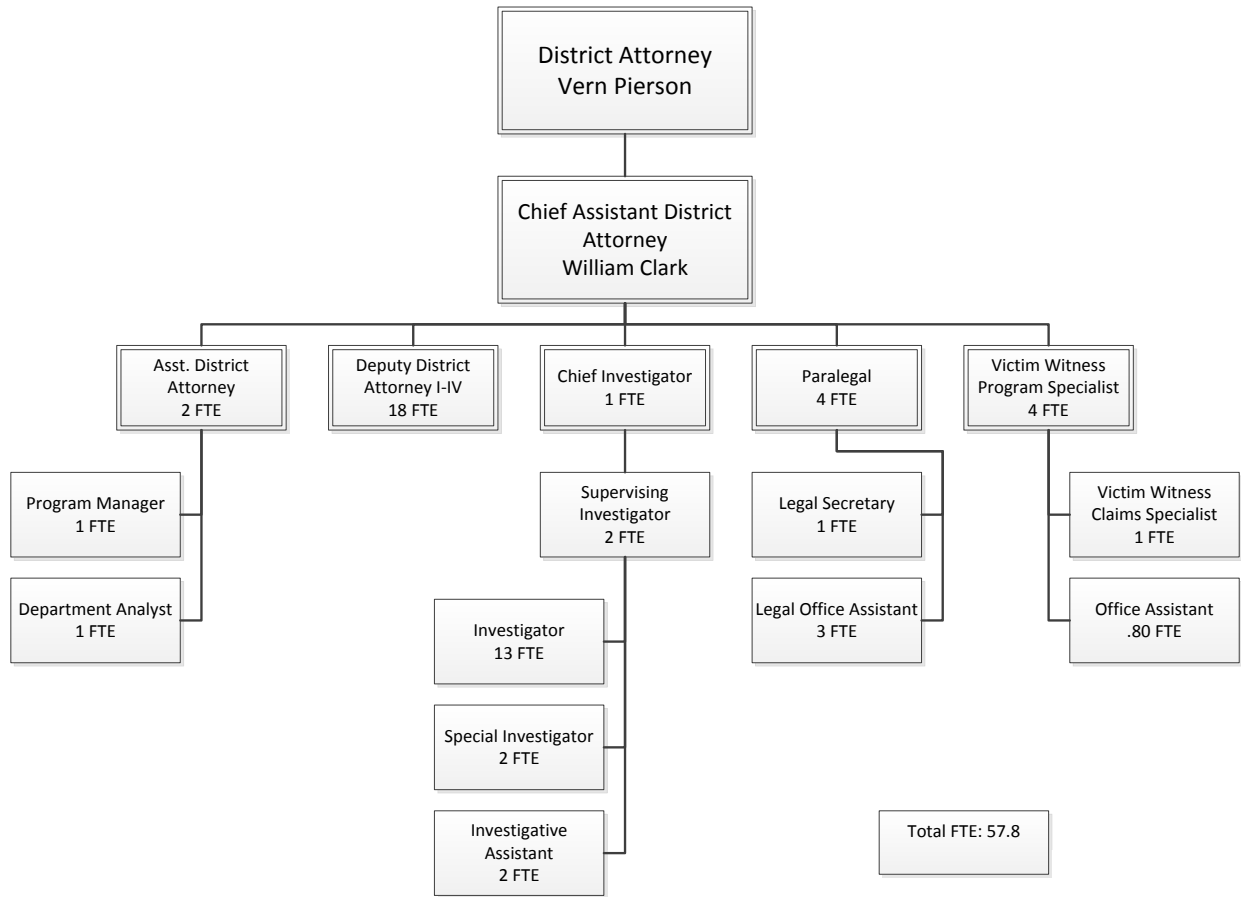
# District Attorney

RECOMMENDED BUDGET • FY 2017 - 18

## PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
District Attorney	1.00	1.00	1.00	-
Assistant District Attorney	2.00	2.00	2.00	-
Chief Assistant District Attorney	1.00	1.00	1.00	-
Chief Investigator (DA)	1.00	1.00	1.00	-
Department Analyst I/II	1.00	1.00	1.00	-
Deputy District Attorney I-IV	18.00	19.00	18.00	-
Investigative Assistant	2.00	1.00	2.00	-
Investigator (D.A.)	13.00	13.00	13.00	-
Legal Office Assistant I/II	3.00	3.00	3.00	-
Legal Secretary I/II	1.00	1.00	1.00	-
Office Assistant I/II	0.80	0.80	0.80	-
Paralegal	4.00	4.00	4.00	-
Program Manager I	1.00	1.00	1.00	-
Special Investigator - District Attorney	2.00	2.00	2.00	-
Supervising Investigator (DA)	2.00	2.00	2.00	-
Victim Witness Claims Specialist I/II	1.00	1.00	1.00	-
Victim Witness Program Specialist	4.00	4.00	4.00	-
<b>Department Total</b>	<b>57.80</b>	<b>57.80</b>	<b>57.80</b>	<b>-</b>

ORGANIZATIONAL CHART





## MISSION

Grand Juries are appointed by the local State Superior Court of California and serve as investigative bodies. Civil grand juries are empowered to inquire into alleged criminal acts within the County; examine fiscal and management practices in County government, departments, cities and special districts; and to investigate allegations of misconduct of any public office or officer within the County. If evidence warrants, the Jury files formal charges.

## DEPARTMENT BUDGET SUMMARY

	15/16 Actual	16/17 Budget	17/18 Dept Request	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Services & Supplies	\$ 43,273	\$ 72,550	\$ 80,666	\$ 80,666	\$ 8,116	11%
Intrafund Transfers	\$ 2,681	\$ 2,769	\$ 2,474	\$ 2,474	\$ (295)	-11%
<b>Total Appropriations</b>	<b>\$ 45,954</b>	<b>\$ 75,319</b>	<b>\$ 83,140</b>	<b>\$ 83,140</b>	<b>\$ 7,821</b>	<b>10%</b>
<b>Net County Cost</b>	<b>\$ 45,954</b>	<b>\$ 75,319</b>	<b>\$ 83,140</b>	<b>\$ 83,140</b>	<b>\$ 7,821</b>	<b>10%</b>

## MAJOR BUDGET CHANGES

### Appropriations

\$7,500      Increase in Services and Supplies reflecting the cost of publishing up to four individual Grand Jury reports in the newspaper, pursuant to Board policy B-10.

## PROGRAM SUMMARY

The Grand Jury budget reflects the costs which may be incurred by the Civil Grand Jury members for their activities, as authorized by the California Penal Code and the local Superior Court.

## RECOMMENDED BUDGET

The budget is recommended at \$83,140. The Recommended Budget reflects an increase in appropriations of \$7,821 (10%) when compared to the FY 2016-17 Adopted Budget. The overall budget represents an increase in Net County Cost of \$7,821 (10%), when compared to the FY 2016-17 Approved Budget. This represents a status quo budget.

### Sources & Uses of Funds

The Grand Jury is entirely funded with discretionary General Fund revenue. These revenues are collected in Department 15 – General Fund Other Operations.

# Grand Jury

## PROPOSED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 19 GRAND JURY

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ</b>	<b>TITLE</b>				
4041	COUNTY PASS THRU TELEPHONE CHARGES	50	50	54	54	4
4127	GRAND JURY EXPENSE	28,000	28,000	28,000	28,000	0
4260	OFFICE EXPENSE	1,500	1,500	1,500	1,500	0
4261	POSTAGE	500	500	500	500	0
4262	SOFTWARE	650	650	650	650	0
4266	PRINTING / DUPLICATING SERVICES	0	0	7,558	7,558	7,558
4300	PROFESSIONAL & SPECIALIZED SERVICES	0	0	500	500	500
4420	RENT & LEASE: EQUIPMENT	2,500	2,500	2,500	2,500	0
4503	STAFF DEVELOPMENT	2,850	2,850	2,850	2,850	0
4600	TRANSPORTATION & TRAVEL	1,500	1,500	1,500	1,500	0
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	35,000	35,000	35,000	35,000	0
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>72,550</b>	<b>72,550</b>	<b>80,612</b>	<b>80,612</b>	<b>8,062</b>
7200	INTRAFUND TRANSFERS: ONLY GENERAL	300	300	0	0	-300
7223	INTRAFND: MAIL SERVICE	2,469	2,469	2,474	2,474	5
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>2,769</b>	<b>2,769</b>	<b>2,474</b>	<b>2,474</b>	<b>-295</b>
<b>TYPE: E SUBTOTAL</b>		<b>75,319</b>	<b>75,319</b>	<b>83,086</b>	<b>83,086</b>	<b>7,767</b>
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	<b>75,319</b>	<b>75,319</b>	<b>83,086</b>	<b>83,086</b>	<b>7,767</b>
<b>DEPARTMENT: 19</b>	<b>SUBTOTAL</b>	<b>75,319</b>	<b>75,319</b>	<b>83,086</b>	<b>83,086</b>	<b>7,767</b>

**MISSION**

Providing public safety through collaborative partnerships and innovative practices in corrections, with accountability and compassion.

The Probation Department believes its well-trained, dedicated, and compassionate employees are the department’s most valuable asset. The department is committed to respecting human rights and diversity, fostering transparency through accountability and communication, and providing exemplary service by leading with integrity, humility, honesty, and equality.

**DEPARTMENT BUDGET SUMMARY**

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Fines, Forfeitures	\$ 10,991	\$ 3,750	\$ 3,750	\$ 3,750	\$ -	0.0%
State	\$ 1,925,509	\$ 2,191,498	\$ 2,032,647	\$ 2,032,647	\$ (158,851)	-7.2%
Federal	\$ 82,204	\$ 75,000	\$ 224,985	\$ 224,985	\$ 149,985	200.0%
Other Governmental	\$ 25,584	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0.0%
Charges for Service	\$ 266,632	\$ 274,000	\$ 294,000	\$ 294,000	\$ 20,000	7.3%
Miscellaneous	\$ 3,061	\$ 4,750	\$ 4,750	\$ 4,750	\$ -	0.0%
Other Financing	\$ 3,164,155	\$ 3,589,086	\$ 3,609,198	\$ 3,609,198	\$ 20,112	0.6%
<b>Total Revenue</b>	<b>\$ 5,478,136</b>	<b>\$ 6,163,084</b>	<b>\$ 6,194,330</b>	<b>\$ 6,194,330</b>	<b>\$ 31,246</b>	<b>0.5%</b>
Salaries & Benefits	\$ 13,551,382	\$ 15,002,150	\$ 15,250,721	\$ 15,072,679	\$ 70,529	0.5%
Services & Supplies	\$ 2,041,364	\$ 2,966,590	\$ 2,966,995	\$ 2,966,995	\$ 405	0.0%
Other Charges	\$ 110,273	\$ 117,500	\$ 79,625	\$ 79,625	\$ (37,875)	-32.2%
Fixed Assets	\$ -	\$ -	\$ 12,814	\$ 12,814	\$ 12,814	0.0%
Operating Transfers	\$ 58,890	\$ 235,382	\$ 237,272	\$ 237,272	\$ 1,890	0.0%
Intrafund Transfers	\$ 37,083	\$ 32,633	\$ 39,237	\$ 39,237	\$ 6,604	20.2%
<b>Total Appropriations</b>	<b>\$ 15,798,992</b>	<b>\$ 18,354,255</b>	<b>\$ 18,586,664</b>	<b>\$ 18,408,622</b>	<b>\$ 54,367</b>	<b>0.3%</b>
<b>Net County Cost</b>	<b>\$ 10,320,856</b>	<b>\$ 12,191,171</b>	<b>\$ 12,392,334</b>	<b>\$ 12,214,292</b>	<b>\$ 23,121</b>	<b>0.2%</b>
FTEs	132.0	132.0	132.0	132.5	0.50	0.4%

**MAJOR BUDGET CHANGES**

Revenue

*State*

(\$158,851) Revenues from the State are declining due to the sunset of grant funding for Post Release Community Supervision and a reduction in funding for the Pretrial Supervision program. In addition, the Title II block grant funding was erroneously budgeted in this object in the prior year.

*Federal*

\$149,985 Increase to reflect a full year of federal block grant for Title II funding. The FY 2016-17 budget only included one quarter of funding.



# Probation

RECOMMENDED BUDGET • FY 2017 - 18

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## Appropriations

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### *Salaries and Benefits*

\$70,529 Net increase due to an increase in PERS costs of approximately \$117,000 offset by reductions in several other line items, in addition to a reduction of \$200,000 for anticipated savings due to turnover.

### *Other Charges*

(\$37,875) The department is responsible for the costs of court-ordered juvenile commitments to ranches, camps, or other facilities outside the County. These costs fluctuate and are difficult to estimate. The department has estimated its needs based on the current population in these facilities.

## PROGRAM SUMMARIES

### *Administration*

The Administration Division plans, organizes, directs and supports the operations of the Probation Department. The division leads the development of policy and procedure and develops and oversees the departmental budget. The division also provides central department services such as fiscal, clerical, information technology, and human resources.

### *Adult Probation Services*

The Adult Probation Services division provides countywide community supervision of adult offenders, and provides investigations and reports regarding offenders to the Superior Court. Activities in this division include general supervision, Post Release Community Supervision (PRCS) and Mandatory Community Supervision (MCS), Court services and investigations, Electronic Monitoring Program, Drug Court, Domestic Violence Court, DUI Court, Behavioral Health Court, Veteran's Court, enforcement of court orders, and brokering community services.

The Community Corrections Center provides adult offender intake, assessment and referral services, as well as "One Stop" supervision, treatment, education, vocational, and substance abuse interventions. The CCC facility includes Probation, Human Services, Public Health, Mental Health, Education, and community-based services as prescribed through the Public Safety Realignment plan and funding.

### *Juvenile Court Commitments*

This unit includes costs for the care and custody of juvenile detainees committed by Court Order to contracted ranches, camps, and the Division of Juvenile Facilities (DJF) of the California Department of Corrections and Rehabilitation (CDCR). Revenue for this program comes from the Youthful Offender Block Grant.

### *Juvenile Detention Facilities*

Operation of two medium security, juvenile detention facilities (Placerville/South Lake Tahoe) where juveniles await adjudication of cases for (delinquent) acts, and serve court-ordered (dispositions) in efforts toward rehabilitation and promoting public safety. The JDFs provide mandated services and

treatment programs to incarcerated youth. The South Lake Tahoe facility houses the six month El Dorado County "Challenge" Commitment Program. Facilities must comply with State Title 15 and Title 24 regulations covering staffing ratios, (staff-to-juvenile), care and custody programming, housing conditions, facility maintenance, medical, educational, and treatment services, and custody transports to Juvenile Court and out of County institutions.

*Juvenile Probation Services*

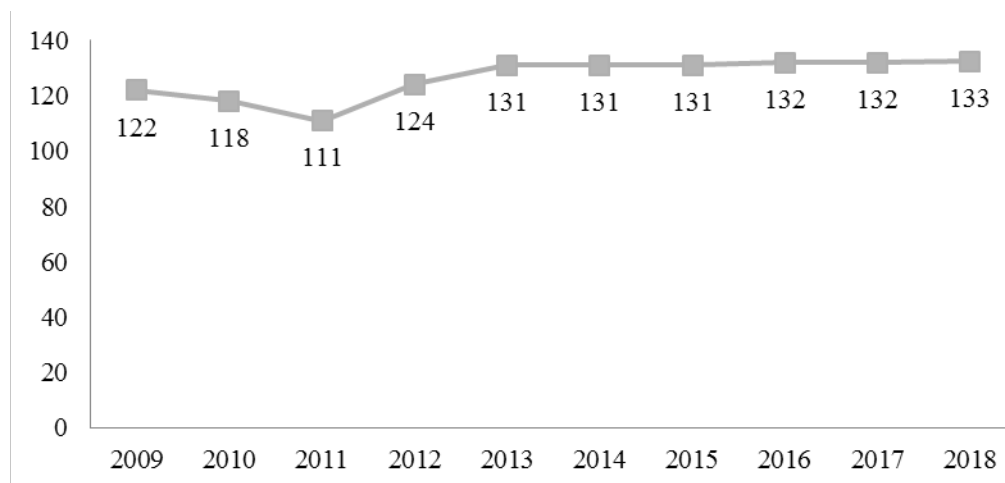
The Juvenile Probation Services division provides countywide community supervision of juveniles, and provides investigations and reports regarding juveniles to the Superior Court. Activities in the division include supervision, intake services, court services, Juvenile Electronic Monitoring Program, Juvenile Court Work Program, Teen Court, Juvenile Drug Court, Probation Supervision Officers embedded at local high schools, enforcement of Court orders, placement services, diversion program, delinquency prevention, and brokering community services.

BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Administration	\$ 4,546,280	\$ 199,655	\$ 4,346,625	24
Adult Probation Services	\$ 4,516,669	\$ 2,869,323	\$ 1,647,346	31.5
Juvenile Court Commitments	\$ 79,625	\$ 30,000	\$ 49,625	
Juvenile Detention Facilities	\$ 6,751,688	\$ 1,268,749	\$ 5,482,939	58
Juvenile Probation Services	\$ 2,514,360	\$ 1,826,603	\$ 687,757	19
<b>Total</b>	<b>\$ 18,408,622</b>	<b>\$ 6,194,330</b>	<b>\$ 12,214,292</b>	<b>132.5</b>

STAFFING TREND

Staffing for the Probation Department increased slightly following 2011 Public Safety Realignment and has changed very little since then. The proposed staff allocation for FY 2017-18 is 132.5 FTEs.



# Probation

## RECOMMENDED BUDGET • FY 2017 - 18

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### RECOMMENDED BUDGET

This Budget is recommended at \$18,408,622. The Recommended Budget represents an overall increase of \$31,000 (0.5%) in revenues and an increase of \$54,376 (0.3%) in appropriations when compared to the FY 2016-17 Adopted Budget. As a result, the Net County Cost has increased by \$23,121 (0.2%) to \$12,214,292.

The Recommended Budget includes a one-time reduction in permanent salaries of \$200,000 for anticipated savings due to anticipated staff turnover, as requested by the Department. This is a conservative estimate based on a review of the department's savings in Salaries and Benefits in previous years. However, the CAO is working with the department on an analysis of its overall staffing needs, and ways to reduce the vacancy rate without reducing service levels to the community.

### CAO Adjustments

The Department requested an increase of \$145,545 in Overtime and Temporary Employees (Extra Help) expenses. CAO adjustments reflect the reduction of these two accounts to amounts closer to FY 2016-17 budgeted levels.

The Department submitted several supplemental requests. The requests that have been included in the Recommended Budget include the addition of four new vehicles to the Department, for a total of \$128,000, all of which are offset by revenue. Two vehicles will be funded through Public Safety Realignment (AB 109) funding and will be used to increase Probation Officers' contact with clients in the field. The other two vehicles will be funded through the Supplemental Law Enforcement Services Fund (SLESF). Probation Officers who are assigned to schools sites will use these vehicles, rather than their own personal vehicles, for transportation to the school sites.

The Department also requested the addition of 2.5 FTEs. The Recommended Budget includes the addition of 0.5 FTE Probation Transport Driver. This position will provide transportation services to clients of the Community Corrections Center (CCC), and is funded through Public Safety Realignment. The department has worked with Human Resources to create a job classification for this purpose, rather than using higher-paid Deputy Probation Officers for transportation.

Additional personnel requests included 1.0 FTE Department Analyst and 1.0 FTE Executive Assistant. In order to fund the Department Analyst, which will focus on juvenile programs, particularly data and metrics to make sure that the Department is meeting its obligations to foster youth and dual status youth, and meeting the goals of the Juvenile Justice Crime Prevention Act and Title II, one FTE Deputy Probation Officer I/II will be deleted.

Additional funding may be available from the High School District to fund a Deputy Probation Officer. If sufficient funding can be identified, the CAO would support the restoration of the deleted Deputy Probation Officer during the addenda process.

Funding could not be identified for the 1.0 FTE Executive Assistant; therefore it is not recommended.

The Department also submitted requests for several capital improvement projects, some of which were requested but not funded in the FY 2016-17 Budget. Funding for these requests is not included in the Recommended Budget. The CAO is working with the Facilities Division to develop a process for analyzing and prioritizing requests from departments so they can be considered in the Facilities work plan earlier in the budget process.

The Department’s budgeted use of Public Safety Realignment funds is approximately \$1.8 million in FY 2017-18. This includes recovery of 13% of the Department’s overhead costs, which is not full recovery of overhead costs. This results in a General Fund Subsidy of approximately \$320,000 to those services provided through Public Safety Realignment programming. It should be noted that the total FY 2017-18 budget for Public Safety Realignment program (including funding in the Sheriff’s Office and HHSA) relies on the use of limited fund balance. In future years, it may be necessary to reduce or restructure services, or increase the General Fund subsidy to the programs.

Sources & Uses of Funds

Other than discretionary General Fund tax revenue, the department’s largest sources of revenue are from the State. The department receives a share of the Public Safety Augmentation Fund (Proposition 172) Sales Tax (\$1,249,322), and the State provides funding for juvenile probation services (\$724,305). The department is drawing down \$1,781,803 in Public Safety Realignment funding.

Transfers from special revenue funds include \$300,000 from the Corrections Performance Innovation fund and \$490,000 from the Youthful Offender Block Grant fund.

FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 25 PROBATION

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0341	PENALTY: RESTITUTION	3,750	3,750	3,750	3,750	0
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp;</b>	3,750	3,750	3,750	3,750	0
0760	ST: CORRECTIONS	59,020	59,020	59,020	59,020	0
0860	ST: PUBLIC SAFETY SALES TAX	1,249,322	1,249,322	1,249,322	1,249,322	0
0880	ST: OTHER	740,194	883,156	724,305	724,305	-158,851
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	2,048,536	2,191,498	2,032,647	2,032,647	-158,851
1000	FED: ADMIN PUBLIC ASSISTANCE	75,000	75,000	75,000	75,000	0
1101	FED: BLOCK GRANT REVENUES	100,000	0	149,985	149,985	149,985
<b>CLASS: 10</b>	<b>REV: FEDERAL</b>	175,000	75,000	224,985	224,985	149,985
1202	REV: CARE - COMM ACTION RESPONSIVE	25,000	25,000	25,000	25,000	0
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	25,000	25,000	25,000	25,000	0
1680	INSTITUTIONAL CARE & SERVICES	215,000	125,000	175,000	175,000	50,000
1683	PROBATION: ADULT DEFENDANT	40,000	50,000	40,000	40,000	-10,000
1684	CARE IN JUVENILE HALL	60,000	80,000	60,000	60,000	-20,000
1685	URINALYSIS TESTING	3,000	3,000	3,000	3,000	0
1688	PROBATION: JUVENILE SUPERVISION	300	0	0	0	0
1747	HEMP - HOME ELECTRONIC MONITORING	13,000	13,000	13,000	13,000	0
1751	PROBATION: PRESENT REPORT FEE	3,000	3,000	3,000	3,000	0
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	334,300	274,000	294,000	294,000	20,000
1940	MISC: REVENUE	4,800	4,750	4,750	4,750	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	4,800	4,750	4,750	4,750	0
2020	OPERATING TRANSFERS IN	3,246,986	3,432,330	3,452,442	3,452,442	20,112
2027	OPERATING TRSNF IN: SALES TAX	156,756	156,756	156,756	156,756	0
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	3,403,742	3,589,086	3,609,198	3,609,198	20,112
<b>TYPE: R SUBTOTAL</b>		5,995,128	6,163,084	6,194,330	6,194,330	31,246

# Probation

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 25 PROBATION

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
3000	PERMANENT EMPLOYEES / ELECTED	7,873,837	8,385,837	8,403,740	8,403,740	17,903
3001	TEMPORARY EMPLOYEES	68,101	68,101	111,948	45,000	-23,101
3002	OVERTIME	222,718	222,718	324,416	213,322	-9,396
3003	STANDBY PAY	20,468	20,468	20,468	20,468	0
3004	OTHER COMPENSATION	112,291	112,291	113,653	113,653	1,362
3005	TAHOE DIFFERENTIAL	117,600	117,600	117,600	117,600	0
3006	BILINGUAL PAY	11,440	11,440	11,440	11,440	0
3020	RETIREMENT EMPLOYER SHARE	2,816,073	2,816,073	2,933,278	2,933,278	117,205
3022	MEDI CARE EMPLOYER SHARE	125,731	125,731	125,142	125,142	-589
3040	HEALTH INSURANCE EMPLOYER	2,227,934	2,227,934	2,166,748	2,166,748	-61,186
3042	LONG TERM DISABILITY EMPLOYER	21,293	21,293	21,195	21,195	-98
3043	DEFERRED COMPENSATION EMPLOYER	19,959	19,959	24,021	24,021	4,062
3046	RETIREE HEALTH: DEFINED	138,889	138,889	151,171	151,171	12,282
3060	WORKERS' COMPENSATION EMPLOYER	659,816	659,816	665,901	665,901	6,085
3080	FLEXIBLE BENEFITS	54,000	54,000	60,000	60,000	6,000
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>14,490,150</b>	<b>15,002,150</b>	<b>15,250,721</b>	<b>15,072,679</b>	<b>70,529</b>
4020	CLOTHING & PERSONAL SUPPLIES	21,547	21,547	16,000	16,000	-5,547
4022	UNIFORMS	2,296	2,250	9,700	9,700	7,450
4040	TELEPHONE COMPANY VENDOR	27,246	28,128	31,476	31,476	3,348
4041	COUNTY PASS THRU TELEPHONE CHARGES	7,800	9,114	6,000	6,000	-3,114
4044	CABLE/INTERNET SERVICE	2,638	2,784	2,568	2,568	-216
4060	FOOD AND FOOD PRODUCTS	156,566	164,000	164,000	164,000	0
4080	HOUSEHOLD EXPENSE	39,116	40,000	38,000	38,000	-2,000
4085	REFUSE DISPOSAL	19,800	19,800	20,100	20,100	300
4086	JANITORIAL / CUSTODIAL SERVICES	22,326	21,600	23,369	23,369	1,769
4100	INSURANCE: PREMIUM	95,815	95,815	72,972	72,972	-22,843
4140	MAINT: EQUIPMENT	3,929	3,700	3,000	3,000	-700
4144	MAINT: COMPUTER	91,847	97,424	101,287	101,287	3,863
4145	MAINTENANCE: EQUIPMENT PARTS	1,000	1,000	1,000	1,000	0
4162	VEH MAINT: SUPPLIES	3,045	0	0	0	0
4180	MAINT: BUILDING & IMPROVEMENTS	58,213	58,213	38,037	38,037	-20,176
4183	MAINT: GROUNDS	0	0	500	500	500
4197	MAINTENANCE BUILDING: SUPPLIES	500	1,800	1,800	1,800	0
4200	MEDICAL, DENTAL & LABORATORY	8,662	1,968	8,750	8,750	6,782
4201	MEDICAL: FIELD SUPPLY	3,000	10,698	0	0	-10,698
4220	MEMBERSHIPS	1,760	1,760	3,295	3,295	1,535
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	4,398	4,398	4,666	4,666	268
4260	OFFICE EXPENSE	32,461	37,410	30,500	30,500	-6,910
4261	POSTAGE	6,162	9,650	7,650	7,650	-2,000
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	388	388	180	180	-208
4264	BOOKS / MANUALS	28,300	28,200	21,150	21,150	-7,050

Probation  
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FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 25 PROBATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD	
4265	LAW BOOKS	0	0	400	400	400
4266	PRINTING / DUPLICATING SERVICES	4,800	4,700	3,800	3,800	-900
4300	PROFESSIONAL & SPECIALIZED SERVICES	511,484	670,817	651,549	651,549	-19,268
4308	EXTERNAL DATA PROCESSING SERVICES	3,420	3,420	3,960	3,960	540
4318	INTERPRETER	500	500	500	500	0
4320	VERBATIM: TRANSCRIPTION	500	500	500	500	0
4323	PSYCHIATRIC MEDICAL SERVICES	349,030	293,010	326,000	326,000	32,990
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	49,478	99,196	56,936	56,936	-42,260
4329	PROBATION: NON GOVERNMENT AGENCY	1,800	3,600	1,950	1,950	-1,650
4334	FIRE PREVENTION & INSPECTION	2,122	2,622	2,622	2,622	0
4400	PUBLICATION & LEGAL NOTICES	0	600	600	600	0
4420	RENT & LEASE: EQUIPMENT	29,430	26,478	38,538	38,538	12,060
4440	RENT & LEASE: BUILDING &	276,618	276,118	282,414	282,414	6,296
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	1,600	1,600	1,650	1,650	50
4461	EQUIP: MINOR	67,562	63,978	64,570	64,570	592
4462	EQUIP: COMPUTER	36,125	36,125	24,000	24,000	-12,125
4463	EQUIP: TELEPHONE & RADIO	18,551	15,619	48,740	48,740	33,121
4464	EQUIP: LAW ENFORCEMENT	64,099	63,767	59,664	59,664	-4,103
4465	EQUIP: VEHICLE	55,582	35,000	67,390	67,390	32,390
4500	SPECIAL DEPT EXPENSE	39,347	88,956	66,987	66,987	-21,969
4501	SPECIAL PROJECTS	100	0	0	0	0
4503	STAFF DEVELOPMENT	247,840	248,495	304,670	304,670	56,175
4529	SOFTWARE LICENSE	11,101	6,072	16,717	16,717	10,645
4534	AMMUNITION	28,320	28,320	13,880	13,880	-14,440
4600	TRANSPORTATION & TRAVEL	15,695	9,643	2,158	2,158	-7,485
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	13,350	19,460	11,760	11,760	-7,700
4605	RENT & LEASE: VEHICLE	110,167	109,216	113,374	113,374	4,158
4606	FUEL PURCHASES	35,227	45,205	52,222	52,222	7,017
4608	HOTEL ACCOMMODATIONS	27,900	22,580	5,280	5,280	-17,300
4620	UTILITIES	131,700	129,346	138,164	138,164	8,818
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>2,772,263</b>	<b>2,966,590</b>	<b>2,966,995</b>	<b>2,966,995</b>	<b>405</b>	
5000	SUPPORT & CARE OF PERSONS	64,000	117,500	79,625	79,625	-37,875
<b>CLASS: 50 OTHER CHARGES</b>	<b>64,000</b>	<b>117,500</b>	<b>79,625</b>	<b>79,625</b>	<b>-37,875</b>	
6040	FIXED ASSET: EQUIPMENT	0	0	12,814	12,814	12,814
<b>CLASS: 60 FIXED ASSETS</b>	<b>0</b>	<b>0</b>	<b>12,814</b>	<b>12,814</b>	<b>12,814</b>	
7000	OPERATING TRANSFERS OUT	159,382	159,382	102,272	102,272	-57,110
7001	OPERATING TRANSFERS OUT: FLEET	76,000	76,000	135,000	135,000	59,000
<b>CLASS: 70 OTHER FINANCING USES</b>	<b>235,382</b>	<b>235,382</b>	<b>237,272</b>	<b>237,272</b>	<b>1,890</b>	
7200	INTRAFUND TRANSFERS: ONLY GENERAL	1,000	1,000	1,000	1,000	0
7210	INTRAFND: COLLECTIONS	3,371	3,371	3,371	3,371	0
7221	INTRAFND: RADIO EQUIPMENT & SUPPORT	2,000	2,000	2,000	2,000	0
7223	INTRAFND: MAIL SERVICE	8,998	8,998	8,770	8,770	-228
7224	INTRAFND: STORES SUPPORT	5,264	5,264	5,096	5,096	-168
7231	INTRAFND: IS PROGRAMMING SUPPORT	2,000	2,000	2,000	2,000	0
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	10,000	10,000	17,000	17,000	7,000
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>32,633</b>	<b>32,633</b>	<b>39,237</b>	<b>39,237</b>	<b>6,604</b>	
<b>TYPE: E SUBTOTAL</b>	<b>17,594,428</b>	<b>18,354,255</b>	<b>18,586,664</b>	<b>18,408,622</b>	<b>54,367</b>	
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>11,599,300</b>	<b>12,191,171</b>	<b>12,392,334</b>	<b>12,214,292</b>	<b>23,121</b>	
<b>DEPARTMENT: 25 SUBTOTAL</b>	<b>11,599,300</b>	<b>12,191,171</b>	<b>12,392,334</b>	<b>12,214,292</b>	<b>23,121</b>	

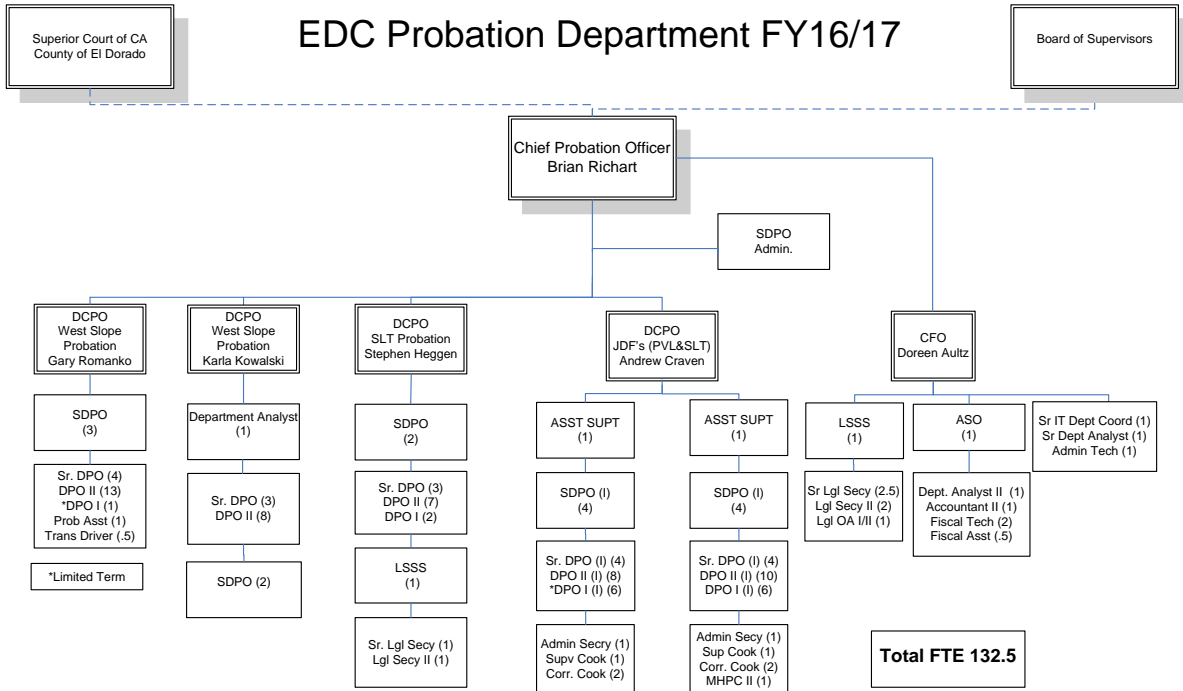
# Probation

RECOMMENDED BUDGET • FY 2017 - 18

## PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
Chief Probation Officer	1.00	1.00	1.00	0.00
Accountant I/II	1.00	1.00	1.00	0.00
Administrative Secretary	2.00	2.00	2.00	0.00
Administrative Services Officer	1.00	1.00	1.00	0.00
Administrative Technician	1.00	1.00	1.00	0.00
Assistant Superintendent - Institutions	2.00	2.00	2.00	0.00
Chief Fiscal Officer	1.00	1.00	1.00	0.00
Correctional Cook	4.00	4.00	4.00	0.00
Correctional Food Services Supervisor	2.00	2.00	2.00	0.00
Department Analyst I/II	1.00	2.00	2.00	1.00
Deputy Chief Probation Officer	4.00	4.00	4.00	0.00
Deputy Probation Officer I/II	31.00	30.00	30.00	(1.00)
Deputy Probation Officer I/II - Limited Term	1.00	1.00	1.00	0.00
Deputy Probation Officer I/II - Institutions	30.00	30.00	30.00	0.00
Executive Assistant	0.00	1.00	0.00	0.00
Fiscal Assistant	0.50	0.50	0.50	0.00
Fiscal Technician	2.00	2.00	2.00	0.00
Legal Office Assistant I/II	1.00	1.00	1.00	0.00
Legal Secretarial Services Supervisor	2.00	2.00	2.00	0.00
Legal Secretary I/II	3.00	3.00	3.00	0.00
Mental Health Program Coordinator II	1.00	1.00	1.00	0.00
Probation Assistant	1.00	1.00	1.00	0.00
Probation Transport Driver	0.00	0.50	0.50	0.50
Sr. Department Analyst	1.00	1.00	1.00	0.00
Sr. Deputy Probation Officer	10.00	10.00	10.00	0.00
Sr. Deputy Probation Officer - Institutions	8.00	8.00	8.00	0.00
Sr. IT Department Coordinator	1.00	1.00	1.00	0.00
Sr. Legal Secretary	3.50	3.50	3.50	0.00
Supervising Deputy Probation Officer	8.00	8.00	8.00	0.00
Supervising Deputy Probation Officer - Institutions	8.00	8.00	8.00	0.00
<b>Department Total</b>	<b>132.00</b>	<b>133.50</b>	<b>132.50</b>	<b>0.50</b>

ORGANIZATIONAL CHART







MISSION

The mission of the Department is to provide legal representation for people charged with criminal offenses who cannot afford to hire private counsel. The Public Defender’s Office provides quality legal services in a compassionate and professional manner, providing constitutional balance to the El Dorado County legal system.

DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
State	\$ 292,352	\$ 297,076	\$ 292,576	\$ 292,576	\$ (4,500)	-2%
Charges for Service	\$ 1,000	\$ 100	\$ 100	\$ 100	\$ -	0%
Miscellaneous	\$ 1,118	\$ -	\$ -	\$ -	\$ -	0%
Other Financing Sources	\$ -	\$ 56,000	\$ 77,500	\$ 77,500	\$ 21,500	38%
<b>Total Revenue</b>	<b>\$ 294,470</b>	<b>\$ 353,176</b>	<b>\$ 370,176</b>	<b>\$ 370,176</b>	<b>\$ 17,000</b>	<b>5%</b>
Salaries and Benefits	\$ 3,066,286	\$ 3,372,470	\$ 3,308,035	\$ 3,308,035	\$ (64,435)	-2%
Services & Supplies	\$ 248,206	\$ 409,571	\$ 385,436	\$ 385,436	\$ (24,135)	-6%
Fixed Assets	\$ -	\$ 17,056	\$ 6,000	\$ 6,000	\$ (11,056)	0%
Other Charges	\$ -	\$ 17,000	\$ -	\$ -	\$ (17,000)	0%
Operating Transfers	\$ -	\$ 52,000	\$ -	\$ -	\$ (52,000)	0%
Intrafund Transfers	\$ 50,869	\$ 44,913	\$ 45,240	\$ 45,240	\$ 327	1%
<b>Total Appropriations</b>	<b>\$ 3,365,361</b>	<b>\$ 3,913,010</b>	<b>\$ 3,744,711</b>	<b>\$ 3,744,711</b>	<b>\$ (168,299)</b>	<b>-4%</b>
<b>Net County Cost</b>	<b>\$ 3,070,891</b>	<b>\$ 3,559,834</b>	<b>\$ 3,374,535</b>	<b>\$ 3,374,535</b>	<b>\$ (185,299)</b>	<b>-5%</b>
FTEs	24	23	23	23	0	0

MAJOR BUDGET CHANGES

*Operating Transfers*

\$21,500 Revenues from the Law Enforcement Services account and the Implementation and Training accounts, both related to Public Safety Realignment, are increasing slightly, including \$6,000 for the purchase of smartboards for training and \$6,000 for equipment and training related to probation revocation proceedings.

Appropriations

*Salaries and Benefits*

(\$64,435) Decrease due primarily to attrition and subsequent hiring of staff at lower levels.

*Services and Supplies*

(\$24,135) Decrease primarily related to one-time costs for office relocation that were included in department’s FY 2016-17 budget.

# Public Defender

## RECOMMENDED BUDGET • FY 2017 - 18

### *Fixed Assets*

(\$11,056) Decrease primarily related to one-time costs for office relocation that were included in department's FY 2016-17 budget.

### *Other Charges*

(\$17,000) Decrease primarily related to one-time costs for office relocation that were included in department's FY 2016-17 budget.

### *Operating Transfers*

(\$52,000) The department's budget for FY 2016-17 included one-time costs for the purchase of two vehicles.

## PROGRAM SUMMARY

The functions of the Public Defender's Office are defined by California state law and the County Charter. The Public Defender provides legal representation, including investigative services, to adults and juveniles charged with criminal offenses who cannot afford to retain the services of a private attorney. The department also represents those who require conservatorship who are unable to care for themselves and/or manage their financial affairs. The department is a partner in several specialty courts, such as Veterans' Court, Behavioral Health Court, Proposition 36/Drug Court, and the new Family Wellness Court. The department also participates in standing committees, such as the Crisis Intervention Team ("CIT"), the Community Corrections Partnership ("CCP"), and the Elder Protection Unit ("EPU"). Clients of the department include:

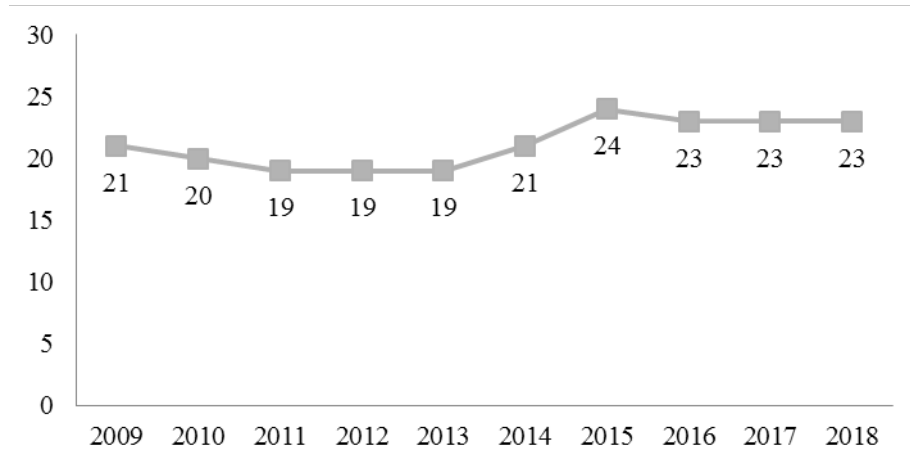
- Adults accused of felonies or misdemeanors who cannot afford private counsel, including both new cases and violations of probation ("VOP");
- Juveniles accused of felonies or misdemeanors whose parents cannot afford private counsel, including both new cases and VOPs;
- LPS conservatees (mentally ill persons who are gravely disabled) on petitions to establish or re-establish conservatorship, on petitions for involuntary psychotropic medication, and on writs for involuntary psychiatric hospitalization;
- Probate conservatees (seniors and developmentally delayed persons who are unable to care for themselves) on petitions to establish the initial conservatorship and/or on petitions to renew the conservatorship;
- Clients in specialty courts, such as Behavioral Health Court, Veterans' Court, Proposition 36/Drug Court, and Family Wellness Court, when accepted into those programs as part of the overall justice mandate to reduce recidivism and facilitate re-entry into the community.

## BUDGET SUMMARY BY PROGRAM

	<b>Appropriations</b>	<b>Revenues</b>	<b>Net County Cost</b>	<b>Staffing</b>
Public Defender	\$ 3,744,711	\$ 370,176	\$ 3,374,535	23
<b>Total</b>	<b>\$ 3,744,711</b>	<b>\$ 370,176</b>	<b>\$ 3,374,535</b>	<b>23</b>

### STAFFING TREND

Staffing for the Public Defender’s Office has changed little over the last ten years. The proposed staff allocation for FY 2017-18 is 23 FTEs.



### RECOMMENDED BUDGET

This Budget is recommended at \$3,744,711. The Recommended Budget represents an overall increase of \$17,000 (5%) in revenues and a decrease of \$168,299 (4%) in appropriations when compared to the FY 2016-17 Adopted Budget. As a result, the Net County Cost has decreased by \$185,299 (5%) to \$3,374,535.

The reduction in NCC is due to decreases across all appropriations classes. Decreases in Salaries and Benefits are due to turnover resulting in hiring of employees at lower levels of the pay scale than the previous incumbents. Reductions in other classes are due primarily to exclusion of one-time expenses that had been budgeted in FY 2016-17.

#### CAO Adjustments

The CAO has not made any adjustments to the Public Defender’s budget request; however, the department submitted a supplemental request for one additional Deputy Public Defender II, totaling \$123,268. The Public Defender has reported increasing workloads, with many cases becoming more complex, due to Public Safety Realignment and the passage of Propositions 47 and 64. This position was requested to help assist with this additional workload and to enable the department to participate in the various specialty courts, including substance abuse court, mentally ill offender court, veterans’ court, and conservatorship court.

Funding has not been identified for this position, and the addition of this position is not recommended at this time.

#### Sources & Uses of Funds

The Department is primarily funded with discretionary General Fund revenue; however, the Department does receive a share of the Public Safety sales tax, as well as funding from Public Safety Realignment. In FY 2017-18, the Realignment funding will be used to fund case management services to assist clients with accessing services, and to fund staff training.

# Public Defender

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 23 PUBLIC DEFENDER

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0860 ST: PUBLIC SAFETY SALES TAX	274,902	292,576	292,576	292,576	0
0880 ST: OTHER	6,033	4,500	0	0	-4,500
<b>CLASS: 05 REV: STATE INTERGOVERNMENTAL</b>	<b>280,935</b>	<b>297,076</b>	<b>292,576</b>	<b>292,576</b>	<b>-4,500</b>
1381 PUBLIC DEFENDER: INDIGENTS	300	100	100	100	0
1800 INTERFND REV: SERVICE BETWEEN FUND	-1,117	0	0	0	0
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	<b>-817</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>0</b>
2020 OPERATING TRANSFERS IN	0	56,000	77,500	77,500	21,500
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	<b>0</b>	<b>56,000</b>	<b>77,500</b>	<b>77,500</b>	<b>21,500</b>
<b>TYPE: R SUBTOTAL</b>	<b>280,118</b>	<b>353,176</b>	<b>370,176</b>	<b>370,176</b>	<b>17,000</b>
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	2,137,466	2,331,097	2,297,837	2,297,837	-33,260
3001 TEMPORARY EMPLOYEES	45,952	5,000	0	0	-5,000
3002 OVERTIME	5,000	5,000	5,000	5,000	0
3004 OTHER COMPENSATION	75,000	25,000	25,000	25,000	0
3005 TAHOE DIFFERENTIAL	10,340	12,000	12,000	12,000	0
3006 BILINGUAL PAY	3,000	4,160	4,160	4,160	0
3020 RETIREMENT EMPLOYER SHARE	469,829	469,829	447,543	447,543	-22,286
3022 MEDI CARE EMPLOYER SHARE	34,117	34,117	33,555	33,555	-562
3040 HEALTH INSURANCE EMPLOYER	317,930	317,930	293,923	293,923	-24,007
3042 LONG TERM DISABILITY EMPLOYER	5,840	5,840	5,745	5,745	-95
3043 DEFERRED COMPENSATION EMPLOYER	21,556	21,556	22,512	22,512	956
3046 RETIREE HEALTH: DEFINED	24,200	24,200	26,340	26,340	2,140
3060 WORKERS' COMPENSATION EMPLOYER	26,741	26,741	50,420	50,420	23,679
3080 FLEXIBLE BENEFITS	55,000	90,000	84,000	84,000	-6,000
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	<b>3,231,971</b>	<b>3,372,470</b>	<b>3,308,035</b>	<b>3,308,035</b>	<b>-64,435</b>
4040 TELEPHONE COMPANY VENDOR	1,000	1,000	1,000	1,000	0
4041 COUNTY PASS THRU TELEPHONE CHARGES	1,460	1,460	1,460	1,460	0
4080 HOUSEHOLD EXPENSE	300	300	300	300	0
4086 JANITORIAL / CUSTODIAL SERVICES	1,964	2,555	0	0	-2,555
4100 INSURANCE: PREMIUM	18,411	18,411	11,684	11,684	-6,727
4120 JURY & WITNESS EXPENSE	4,260	4,260	4,000	4,000	-260
4123 JURY/WITNESS EXPENSE	270	0	500	500	500
4124 WITNESS FEE	180	180	200	200	20
4128 WITNESS MILEAGE	100	100	100	100	0
4145 MAINTENANCE: EQUIPMENT PARTS	14	0	0	0	0
4160 VEH MAINT: SERVICE CONTRACT	0	0	500	500	500
4180 MAINT: BUILDING & IMPROVEMENTS	16	0	0	0	0
4220 MEMBERSHIPS	6,840	6,840	6,348	6,348	-492
4221 MEMBERSHIPS: LEGISLATIVE ADVOCACY	780	780	780	780	0
4260 OFFICE EXPENSE	11,403	11,403	11,403	11,403	0
4261 POSTAGE	600	600	600	600	0
4262 SOFTWARE	640	640	640	640	0
4263 SUBSCRIPTION / NEWSPAPER / JOURNALS	500	500	500	500	0
4265 LAW BOOKS	3,500	3,500	2,500	2,500	-1,000
4266 PRINTING / DUPLICATING SERVICES	1,000	1,000	500	500	-500
4267 ON-LINE SUBSCRIPTIONS	19,780	19,780	19,817	19,817	37
4300 PROFESSIONAL & SPECIALIZED SERVICES	51,910	107,910	88,330	88,330	-19,580
4318 INTERPRETER	3,500	3,500	3,500	3,500	0
4320 VERBATIM: TRANSCRIPTION	7,500	7,500	7,500	7,500	0
4323 PSYCHIATRIC MEDICAL SERVICES	15,000	15,000	15,000	15,000	0
4324 MEDICAL,DENTAL,LAB & AMBULANCE SRV	7,500	7,500	7,500	7,500	0

## FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 23 PUBLIC DEFENDER

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4343 PERIMETER SECURITY	1,264	1,264	1,264	1,264	0
4420 RENT & LEASE: EQUIPMENT	8,853	8,853	8,853	8,853	0
4440 RENT & LEASE: BUILDING &	66,675	60,245	104,777	104,777	44,532
4461 EQUIP: MINOR	2,000	2,000	2,000	2,000	0
4462 EQUIP: COMPUTER	22,630	22,630	0	0	-22,630
4463 EQUIP: TELEPHONE & RADIO	250	250	250	250	0
4500 SPECIAL DEPT EXPENSE	6,000	6,000	210	210	-5,790
4501 SPECIAL PROJECTS	32,104	32,104	0	0	-32,104
4502 EDUCATIONAL MATERIALS	500	500	500	500	0
4503 STAFF DEVELOPMENT	5,341	5,341	4,500	4,500	-841
4600 TRANSPORTATION & TRAVEL	3,671	3,671	6,500	6,500	2,829
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	16,256	16,256	27,295	27,295	11,039
4605 RENT & LEASE: VEHICLE	8,600	8,600	8,625	8,625	25
4606 FUEL PURCHASES	8,000	8,000	8,000	8,000	0
4608 HOTEL ACCOMMODATIONS	6,338	6,338	7,000	7,000	662
4620 UTILITIES	12,800	12,800	15,000	15,000	2,200
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>359,710</b>	<b>409,571</b>	<b>379,436</b>	<b>379,436</b>	<b>-30,135</b>
5140 JUDGMENT & DAMAGES	17,000	0	0	0	0
5300 INTERFND: SERVICE BETWEEN FUND	0	17,000	0	0	-17,000
<b>CLASS: 50 OTHER CHARGES</b>	<b>17,000</b>	<b>17,000</b>	<b>0</b>	<b>0</b>	<b>-17,000</b>
6025 LEASEHOLD IMPROVEMENTS	17,056	17,056	0	0	-17,056
6040 FIXED ASSET: EQUIPMENT	0	0	12,000	12,000	12,000
<b>CLASS: 60 FIXED ASSETS</b>	<b>17,056</b>	<b>17,056</b>	<b>12,000</b>	<b>12,000</b>	<b>-5,056</b>
7001 OPERATING TRANSFERS OUT: FLEET	52,000	52,000	0	0	-52,000
<b>CLASS: 70 OTHER FINANCING USES</b>	<b>52,000</b>	<b>52,000</b>	<b>0</b>	<b>0</b>	<b>-52,000</b>
7200 INTRAFUND TRANSFERS: ONLY GENERAL	100	100	100	100	0
7210 INTRAFND: COLLECTIONS	0	0	100	100	100
7223 INTRAFND: MAIL SERVICE	2,728	2,728	2,772	2,772	44
7224 INTRAFND: STORES SUPPORT	585	585	768	768	183
7231 INTRAFND: IS PROGRAMMING SUPPORT	40,000	40,000	40,000	40,000	0
7232 INTRAFND: MAINT BLDG & IMPROVMNTS	1,500	1,500	1,500	1,500	0
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>44,913</b>	<b>44,913</b>	<b>45,240</b>	<b>45,240</b>	<b>327</b>
<b>TYPE: E SUBTOTAL</b>	<b>3,722,650</b>	<b>3,913,010</b>	<b>3,744,711</b>	<b>3,744,711</b>	<b>-168,299</b>
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>3,442,532</b>	<b>3,559,834</b>	<b>3,374,535</b>	<b>3,374,535</b>	<b>-185,299</b>
<b>DEPARTMENT: 23 SUBTOTAL</b>	<b>3,442,532</b>	<b>3,559,834</b>	<b>3,374,535</b>	<b>3,374,535</b>	<b>-185,299</b>

# Public Defender

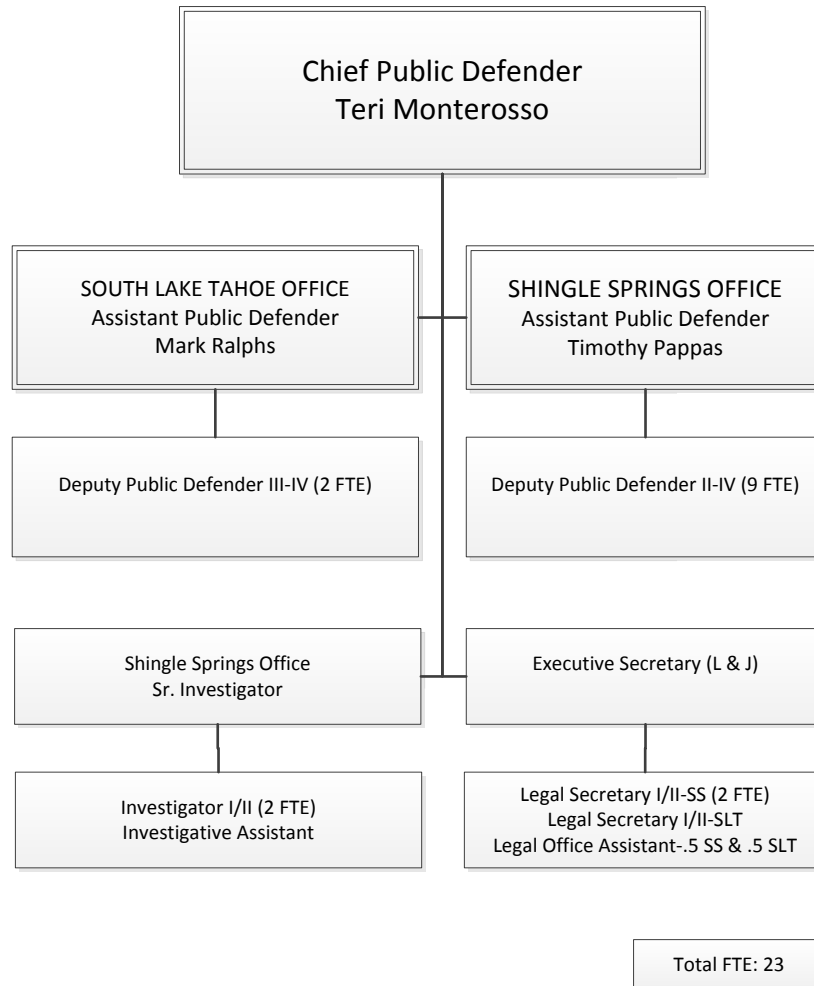
RECOMMENDED BUDGET • FY 2017 - 18

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## PERSONNEL ALLOCATION

<b>Classification Title</b>	<b>2016-17 Adjusted Allocation</b>	<b>2017-18 Dept Request</b>	<b>2017-18 CAO Recm'd</b>	<b>Diff from Adjusted</b>
Public Defender	1.00	1.00	1.00	-
Assistant Public Defender	1.00	1.00	1.00	-
Chief Assistant Public Defender	1.00	1.00	1.00	-
Deputy Public Defender II-IV	11.00	12.00	11.00	-
Executive Secretary Law & Justice	1.00	1.00	1.00	-
Investigative Assistant	1.00	1.00	1.00	-
Investigator (Public Defender)	2.00	2.00	2.00	-
Legal Office Assistant I/II	1.00	1.00	1.00	-
Legal Secretary I/II	3.00	3.00	3.00	-
Sr. Investigator	1.00	1.00	1.00	-
<b>Department Total</b>	<b>23.00</b>	<b>24.00</b>	<b>23.00</b>	<b>-</b>

ORGANIZATIONAL CHART







MISSION

The mission of the El Dorado County Sheriff's Office is to uphold the law through the investigation and enforcement of criminal and civil law, to provide leadership and law enforcement support to allied law enforcement agencies, to deliver consistent and humane treatment to those placed in our care and custody, and to perform these responsibilities in a manner that is responsive to the needs of our community and faithful to the Constitution of the United States and the Constitution of the State of California.

DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Taxes	\$ 126,772	\$ 125,325	\$ 123,208	\$ 123,208	\$ (2,117)	-1.7%
Licenses, Permits	\$ 143,653	\$ 161,700	\$ 163,700	\$ 163,700	\$ 2,000	1.2%
Fines, Forfeitures	\$ 46,273	\$ 35,000	\$ 32,000	\$ 32,000	\$ (3,000)	-8.6%
Use of Money	\$ 4,200	\$ 4,200	\$ 9,600	\$ 9,600	\$ 5,400	128.6%
State	\$ 7,894,250	\$ 8,086,041	\$ 7,892,483	\$ 7,992,483	\$ (93,558)	-1.2%
Federal	\$ 1,150,989	\$ 880,110	\$ 274,647	\$ 274,647	\$ (605,463)	-68.8%
Other Governmental	\$ 617,484	\$ 500,000	\$ 500,000	\$ 500,000	\$ -	0.0%
Charges for Service	\$ 448,568	\$ 422,800	\$ 421,400	\$ 421,400	\$ (1,400)	-0.3%
Misc.	\$ 80,858	\$ 68,300	\$ 76,300	\$ 76,300	\$ 8,000	11.7%
Other Financing Sources	\$ 5,291,743	\$ 5,392,765	\$ 5,229,594	\$ 5,229,594	\$ (163,171)	-3.0%
Residual Equity Transfers	\$ -	\$ 27,170	\$ -	\$ -	\$ -	0.0%
<b>Total Revenue</b>	<b>\$ 15,804,790</b>	<b>\$ 15,703,411</b>	<b>\$ 14,722,932</b>	<b>\$ 14,822,932</b>	<b>\$ (853,309)</b>	<b>-5.4%</b>
Salaries and Benefits	\$ 49,373,882	\$ 53,233,967	\$ 55,985,936	\$ 55,244,014	\$ 2,010,047	3.8%
Services & Supplies	\$ 8,261,418	\$ 10,444,234	\$ 9,795,059	\$ 9,645,059	\$ (799,175)	-7.7%
Other Charges	\$ 518,826	\$ 189,200	\$ 19,650	\$ 19,650	\$ (169,550)	-89.6%
Fixed Assets	\$ 1,254,088	\$ 1,284,116	\$ 1,074,498	\$ 1,074,498	\$ (209,618)	-16.3%
Operating Transfers	\$ 144,738	\$ 63,149	\$ 50,000	\$ 50,000	\$ (13,149)	0.0%
Intrafund Transfers	\$ 134,327	\$ 138,495	\$ 143,384	\$ 143,384	\$ 4,889	3.5%
Intrafund Abatement	\$ (29,991)	\$ (3,900)	\$ (38,602)	\$ (41,602)	\$ (37,702)	0.0%
<b>Total Appropriations</b>	<b>\$ 59,657,288</b>	<b>\$ 65,349,261</b>	<b>\$ 67,029,925</b>	<b>\$ 66,135,003</b>	<b>\$ 785,742</b>	<b>1.2%</b>
<b>Net County Cost</b>	<b>\$ 43,852,498</b>	<b>\$ 49,645,850</b>	<b>\$ 52,306,993</b>	<b>\$ 51,312,071</b>	<b>\$ 1,666,221</b>	<b>3.4%</b>
FTEs	372	374	378	375	1	0.3%

MAJOR BUDGET CHANGES

Revenue

*Federal*

(\$605,463) The Homeland Security Grant award is not yet known. Revenues and appropriations will be added during the budget addenda process, once the Sheriff is notified of the FY 2017-18 award and has determined the carry over amounts from previous years.

# Sheriff

## RECOMMENDED BUDGET • FY 2017 - 18

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### Appropriations

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#### *Salaries and Benefits*

\$1,418,514 Increase due primarily to Charter-mandated salary adjustments and other previously negotiated increases.

\$591,533 Increase in Worker's Compensation insurance charges.

#### *Services and Supplies*

(\$799,175) Appropriations related to the Homeland Security funding are not included because the award amount is not known. This accounts for approximately half of the decrease. Other reductions have been made across several line items to bring the budget closer to prior year actuals.

#### *Fixed Assets*

(\$209,618) The Sheriff has requested a number of fixed assets to replace equipment or to implement efficiencies. The requested amount is consistent with actual expenditures in previous years.

## PROGRAM SUMMARIES

### *Administration*

Sheriff's Administration is responsible for the overall management of the Sheriff's Office and includes the office of the Sheriff, Captains, Sheriff's Executive Secretary, and Live Scan Fingerprinting. Also included within Administration is the Fiscal Services Division which is responsible for grant administration, accounting, budgeting, payroll, purchasing, and contract administration.

### *Grants*

The Sheriff's Office administers a variety of State and Federal Grants, including grants relative to homeland security and funding to cover costs associated with providing law enforcement services on the County's lakes and waterways.

### *Custody*

The Custody Division is responsible for the operation of the County's two adult custody facilities in Placerville and South Lake Tahoe. The Custody Division offers work programs, warrant services, courtroom security and perimeter security for our local Courts, transportation and supervision of inmates to court proceedings, and movement to other correctional facilities. The jails also provide a Commissary and contracted medical care for the inmates.

### *Operations*

Patrol Services is responsible for County-wide law enforcement patrol activities; responding to calls for service; recording crime reports from citizens and handling investigations of crimes; making arrests where there is a violation of local, State, or Federal laws, codes, or ordinances; assisting other agencies

during emergencies; and responding to any and all safety needs of the citizens of El Dorado County. Included within the Patrol Services Division are the Crime Scene Investigators and Detective Units that are responsible for county-wide investigation of criminal cases, narcotics investigations and follow-up investigation of crimes referred by the Patrol Deputies, cases from the District Attorney and/or Probation Departments, and the coordination of investigations with multi-jurisdictional task forces. Additionally, Fleet, Bomb Squad, Search & Rescue, SWAT, K-9, the Dive Team, the Crisis Negotiation Team, the Sheriff's Honor Guard, Reserves, Explorers, Office of Emergency Services, the Public Information Officer, and the Sheriff's substations come under the Patrol Services Division.

*Support Services*

Support Services provides the public with employment opportunities, public records and property, the office of the Coroner, civil process, Vehicle Abatement, the Range/Armory, the Radio Shop, and Information Technology support to the Sheriff's Office. Also included within the Support Services Division are the Sheriff's Training section, Dispatch, the Professional Standards and Background Investigative Unit, Radio Communications staff, the Sheriff's Team of Active Retiree (STAR) program, and the Assistant Public Administrator.

**BUDGET SUMMARY BY PROGRAM**

	<b>Appropriations</b>	<b>Revenues</b>	<b>Net County Cost</b>	<b>Staffing</b>
<b>Administration</b>				
Administration/Finance	\$ 3,692,479	\$ 787,055	\$ 2,905,424	16
Livescan Fingerprinting	\$ 80,100	\$ 120,200	\$ (40,100)	
Sub-Total	\$ 3,772,579	\$ 907,255	\$ 2,865,324	16
<b>Grants</b>				
Boating & Waterways	\$ 442,754	\$ 442,754	\$ -	1
OHV rubicon	\$ 381,870	\$ 381,870	\$ -	
Sub-Total	\$ 824,624	\$ 824,624	\$ -	1
<b>Custody</b>				
Placerville Jail	\$ 10,655,657	\$ 1,803,223	\$ 8,852,434	78
SLT Transportation	\$ 20,128		\$ 20,128	
SLT Jail	\$ 5,553,315	\$ 56,100	\$ 5,497,215	45
Court Security	\$ 3,091,604	\$ 3,126,604	\$ (35,000)	23
Placerville Transportator	\$ 727,984	\$ 30,000	\$ 697,984	3
Sub-Total	\$ 20,048,688	\$ 5,015,927	\$ 15,032,761	149
<b>Operations</b>				
PATROL SERVICES				
Placerville Patrol	\$ 15,485,884	\$ 6,896,297	\$ 8,589,587	82
SLT Patrol	\$ 4,432,571	\$ 73,600	\$ 4,358,971	20
Substations	\$ 42,818		\$ 42,818	
DETECTIVE UNITS				
CALMMET				
Placerville Detectives	\$ 4,129,394	\$ 160,000	\$ 3,969,394	18
Placerville Narcotics	\$ 1,864,984	\$ 93,000	\$ 1,771,984	7
SLT Detectives	\$ 452,200		\$ 452,200	3
SPECIALTY UNITS				
Canine Program	\$ 933,874		\$ 933,874	4
Crisis Negotiation Team	\$ 23,921		\$ 23,921	
Dive Team	\$ 35,350		\$ 35,350	
EOD Bomb Squad	\$ 46,550		\$ 46,550	
Explorers	\$ 35,490	\$ 4,200	\$ 31,290	

# Sheriff

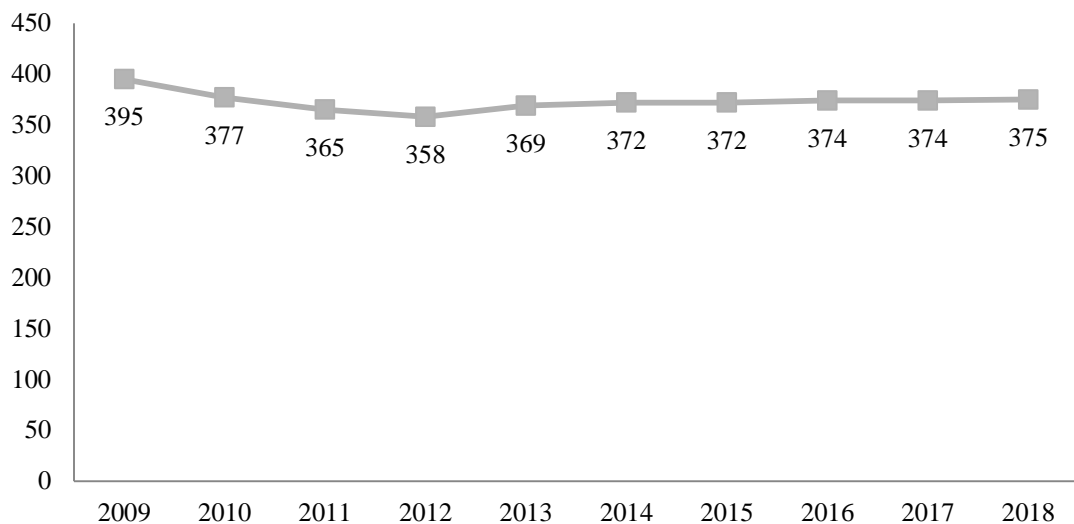
## RECOMMENDED BUDGET • FY 2017 - 18

### BUDGET SUMMARY BY PROGRAM (CONTINUED)

	Appropriations	Revenues	Net County Cost	Staffing
<b>Operations</b>			\$ -	
Fleet Vehicles	\$ 383,539		\$ 383,539	
Office of Emergency Services	\$ 971,330	\$ 163,361	\$ 807,969	4
Reserves	\$ 13,950		\$ 13,950	
Search & Rescue - SLT	\$ 272,995	\$ 67,165	\$ 205,830	1
Search & Rescue - WS	\$ 90,777		\$ 90,777	
SWAT	\$ 163,851		\$ 163,851	
Operations Sub-Total	\$ 29,379,478	\$ 7,457,623	\$ 21,921,855	139
<b>Support Services</b>			\$ -	
Civil	\$ 518,233	\$ 161,215	\$ 357,018	3
Coroner	\$ 1,644,702		\$ 1,644,702	6
Dispatch	\$ 2,416,921	\$ 323,488	\$ 2,093,433	25
Honor Guard	\$ 12,300	\$ -	\$ 12,300	
Information Technology	\$ 2,195,890	\$ -	\$ 2,195,890	6
Personnel	\$ 1,553,789	\$ -	\$ 1,553,789	6
Property/Evidence	\$ 508,402	\$ 6,800	\$ 501,602	4
Public Administrator	\$ 246,625	\$ 20,000	\$ 226,625	1
Radio Shop	\$ 783,939	\$ 17,600	\$ 766,339	3
Range/Armory	\$ 279,476		\$ 279,476	
Records	\$ 1,293,120	\$ 48,400	\$ 1,244,720	13
STARS	\$ 154,940	\$ 5,000	\$ 149,940	1
Training	\$ 499,667	\$ 35,000	\$ 464,667	2
Vehicle Abatement	\$ 1,630	\$ -	\$ 1,630	
Support Services Sub-Total	\$ 12,109,634	\$ 617,503	\$ 11,492,131	70
<b>Total</b>	<b>\$ 66,135,003</b>	<b>\$ 14,822,932</b>	<b>\$ 51,312,071</b>	<b>\$ 375</b>

### STAFFING TREND

Staffing for the Sheriff's Office declined during the economic recession to a low of 358 FTE. The proposed staff allocation for FY 2017-18 is 375 FTEs.



## RECOMMENDED BUDGET

This Budget is recommended at \$66,135,003. The Recommended Budget represents an overall decrease of \$853,309 (5%) in revenues and an increase of \$785,742 (1%) in appropriations when compared to the FY 2016-17 Adopted Budget.

Net County Cost is recommended at \$51,312,071, which is an increase of \$1,666,221 (3%) when compared to the FY 2016-17 Adopted Budget.

The Sheriff has reported increases in crime and additional strains on resources, which he largely attributes to the implementation of Public Safety Realignment and the passage of Proposition 47. Public Safety Realignment has resulted in more serious offenders serving longer terms in county jails rather than state prisons, and the passage of Proposition 47 reclassified some crime from felonies to misdemeanors. Impacts believed to be related to these measures include larger jail populations, comprised of higher level inmates, more serious offenders in the community under supervision, and more misdemeanor arrests. In addition, the Sheriff has had to allocate more resources to address issues related to homelessness and behavioral health.

In response to concerns raised by local businesses and residents, the Sheriff has assigned a team that is specially trained and educated on chronic homelessness. This team focuses on those individuals that have been the most difficult to reach and serve through the traditional safety net services.

The Sheriff has also been increasing involvement in the Crisis Intervention Team (CIT), a partnership between Health and Human Services and local law enforcement agencies, over the past several years. CIT seeks to connect those suffering from mental illness and other co-occurring disorders with services and assist them in maintaining a stable lifestyle. Proper treatment of these individuals helps keep them out of the criminal justice system, reducing the strain on resources in the Sheriff's Office, District Attorney's Office, Public Defender's Office, and Probation Department. CIT also interacts with the Homeless Unit as many of the clients of the Homeless Unit also suffer from mental illness.

The Sheriff's original budget request included two additional deputies to address these and other issues, such as elder abuse and technology crimes. The CAO and Sheriff analyzed position vacancy history in the Sheriff's Office and found that the vacancy rates for Deputy Sheriff I/II and Correctional Officer I/II have been 7.3% and 8.7%, respectively, over the last three years. Based on this data, the Sheriff and the CAO have agreed to focus on reducing the vacancy rate, which will effectively add resources without increasing the Sheriff's allocation and budget. The Board of Supervisors approved a pilot staffing program that provides the Sheriff's Office with greater flexibility to recruit for essential positions based on immediate need in the best interest of public safety, while still maintaining appropriate internal controls to ensure the Sheriff's Office does not exceed his allocated budget or total allocation of positions.

Over the last three fiscal years, the Sheriff has averaged 7% savings in Salaries and Benefits, or approximately \$3,000,000, annually. With the implementation of the pilot program discussed above, the Sheriff and CAO expect this number to gradually decline as the vacancy rate drops. The Sheriff has agreed that savings of \$500,000 in Salaries and Benefits could be safely anticipated in FY 2017-18 from turnover and to account for variances between budgeted costs for vacancies and actual costs as those vacancies are filled. The CAO projects an additional \$500,000 in savings, acknowledging that it may be a few months before the efficiencies from the pilot program will be fully realized.

# Sheriff

## RECOMMENDED BUDGET • FY 2017 - 18

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### CAO Adjustments

As discussed above, Salary and Benefits have been reduced by \$1,000,000 in anticipation of savings based on historical data. In addition, the Overtime and Extra Help line items were reduced by \$242,000 from the Sheriff's original budget request, bringing these line items down to the currently budgeted levels.

The CAO has also made adjustments to Services and Supplies (\$150,000) based on prior year actuals. The Sheriff has expressed some concern about several line items for which pricing can be volatile, such as fuel and ammunition, and line items for which costs are unpredictable, such as forensic medical services. These are valid concerns, and the CAO will work closely with the Sheriff's fiscal staff to monitor these costs, returning to the Board if it appears that costs will be greater than expected.

### Sources & Uses of Funds

The Sheriff is primarily funded by General Fund discretionary revenues and a share of the Public Safety Augmentation Fund (Proposition 172 of 1993) sales tax. The Office also receives grant funding from the Federal Department of Homeland Security, the State Department of Boating and Waterways, and other governmental agencies. The Sheriff receives \$500,000 annually as a result of the County's agreement with the Shingle Springs Band of Miwok Indians.

The Office also receives revenue from special revenue funds. The FY 2017-18 Recommended Budget includes the use of \$3.1 million in revenues from the Law Enforcement Services Account for court security. Other uses of special revenue funds include \$1.4 million in Public Safety Realignment funding and small amounts from the Rural and Small Counties fund (\$65,000) and the Citizens Option for Public Safety (COPS) fund (\$65,000).

The Sheriff's budgeted use of Public Safety Realignment funds is approximately \$1.4 million in FY 2017-18. This includes recovery of 13% of the Office's overhead costs, which is not full recovery of overhead costs. This results in a General Fund Subsidy of approximately \$423,000 to those services provided through Public Safety Realignment programming. It should be noted that the total FY 2017-18 budget for Public Safety Realignment program (including funding in the Probation Department and HHS) relies on the use of limited fund balance. In future years, it may be necessary to reduce or restructure services, or increase the General Fund subsidy to the programs.

FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 24 SHERIFF

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0110 PROP TAX: CURR UNSECURED	125,325	125,325	123,208	123,208	-2,117
<b>CLASS: 01 REV: TAXES</b>	125,325	125,325	123,208	123,208	-2,117
0260 OTHER LICENSE & PERMITS	1,700	1,700	1,700	1,700	0
0274 PERMIT: ALARM	130,000	130,000	130,000	130,000	0
0275 PERMIT: CARRY CONCEALED WEAPON	30,000	30,000	32,000	32,000	2,000
<b>CLASS: 02 REV: LICENSE, PERMIT, &amp;</b>	161,700	161,700	163,700	163,700	2,000
0300 VEHICLE CODE: FINES	35,000	35,000	32,000	32,000	-3,000
<b>CLASS: 03 REV: FINE, FORFEITURE &amp;</b>	35,000	35,000	32,000	32,000	-3,000
0422 RENT: MISCELLANEOUS	4,200	4,200	9,600	9,600	5,400
<b>CLASS: 04 REV: USE OF MONEY &amp; PROPERTY</b>	4,200	4,200	9,600	9,600	5,400
0542 ST: VEHICLE ABATEMENT SURCHARGE	110,000	110,000	0	0	-110,000
0760 ST: CORRECTIONS	0	0	57,980	57,980	57,980
0860 ST: PUBLIC SAFETY SALES TAX	7,508,005	7,508,005	7,185,354	7,285,354	-222,651
0880 ST: OTHER	103,490	103,490	294,603	294,603	191,113
0883 ST: POST - PEACE OFFICERS TRAINING	45,000	45,000	35,000	35,000	-10,000
0900 ST: BOATING & WATERWAYS	319,546	319,546	319,546	319,546	0
<b>CLASS: 05 REV: STATE INTERGOVERNMENTAL</b>	8,086,041	8,086,041	7,892,483	7,992,483	-93,558
1100 FED: OTHER	873,727	873,727	266,361	266,361	-607,366
1121 FED: SCAAP - ST CRIMINAL ALIEN ASST	6,383	6,383	8,286	8,286	1,903
<b>CLASS: 10 REV: FEDERAL</b>	880,110	880,110	274,647	274,647	-605,463
1207 REV: SHINGLE SPRINGS RANCHERIA	500,000	500,000	500,000	500,000	0
<b>CLASS: 12 REV: OTHER GOVERNMENTAL</b>	500,000	500,000	500,000	500,000	0
1340 COMMUNICATION SERVICES	7,000	7,000	7,000	7,000	0
1490 CIVIL PROCESS SERVICES	45,000	45,000	45,000	45,000	0
1500 COURT: FEES & COSTS	100	100	100	100	0
1508 COURT: BOOKING FEE	90,000	90,000	90,000	90,000	0
1540 ESTATE FEES	12,000	12,000	20,000	20,000	8,000
1580 LAW ENFORCEMENT: SERVICES	95,000	95,000	68,600	68,600	-26,400
1581 LAW ENFORCEMENT: USFS -US FOREST	37,000	37,000	37,000	37,000	0
1582 LAW ENFORCEMENT: FINGERPRINTING	25,000	25,000	35,000	35,000	10,000
1740 CHARGES FOR SERVICES	31,000	31,000	37,500	37,500	6,500
1742 MISC: COPY FEES	8,500	8,500	8,000	8,000	-500
1748 WEEKENDER: IN CUSTODY WORK	12,000	12,000	16,000	16,000	4,000
1749 WEEKENDER: WORK PROGRAM	58,000	58,000	55,000	55,000	-3,000
1800 INTERFND REV: SERVICE BETWEEN FUND	1,200	1,200	1,200	1,200	0
1802 INTERFND REV: RADIO EQUIPMENT &	1,000	1,000	1,000	1,000	0
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	422,800	422,800	421,400	421,400	-1,400
1920 OTHER SALES	5,000	5,000	5,000	5,000	0
1940 MISC: REVENUE	7,500	7,500	10,500	10,500	3,000
1943 MISC: DONATION	5,000	5,000	5,000	5,000	0
1951 ADVERTISING	50,000	50,000	55,000	55,000	5,000
1952 UNCLAIMED CASH	800	800	800	800	0
<b>CLASS: 19 REV: MISCELLANEOUS</b>	68,300	68,300	76,300	76,300	8,000
2020 OPERATING TRANSFERS IN	5,392,765	5,392,765	5,229,594	5,229,594	-163,171
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	5,392,765	5,392,765	5,229,594	5,229,594	-163,171
2100 RESIDUAL EQUITY TRANSFERS IN	27,170	27,170	0	0	-27,170
<b>CLASS: 21 RESIDUAL EQUITY TRANSFERS</b>	27,170	27,170	0	0	-27,170
<b>TYPE: R SUBTOTAL</b>	15,703,411	15,703,411	14,722,932	14,822,932	-880,479



# Sheriff

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 24 SHERIFF

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
3000	PERMANENT EMPLOYEES / ELECTED	28,454,763	28,584,763	30,531,009	30,031,009	1,446,246
3001	TEMPORARY EMPLOYEES	151,655	151,655	166,736	166,736	15,081
3002	OVERTIME	1,992,186	1,992,186	2,213,467	1,971,545	-20,641
3003	STANDBY PAY	1,280	1,280	24,660	24,660	23,380
3004	OTHER COMPENSATION	227,880	227,880	219,900	219,900	-7,980
3005	TAHOE DIFFERENTIAL	194,400	194,400	194,400	194,400	0
3006	BILINGUAL PAY	35,100	35,100	36,400	36,400	1,300
3007	HAZARD PAY	31,200	31,200	31,200	31,200	0
3020	RETIREMENT EMPLOYER SHARE	10,379,400	10,529,400	10,424,468	10,424,468	-104,932
3022	MEDI CARE EMPLOYER SHARE	456,525	456,525	453,335	453,335	-3,190
3040	HEALTH INSURANCE EMPLOYER	5,867,526	5,992,526	6,042,596	6,042,596	50,070
3042	LONG TERM DISABILITY EMPLOYER	36,437	36,437	36,133	36,133	-304
3043	DEFERRED COMPENSATION EMPLOYER	56,623	56,623	56,600	56,600	-23
3046	RETIREE HEALTH: DEFINED	389,309	389,309	429,464	429,464	40,155
3060	WORKERS' COMPENSATION EMPLOYER	3,777,295	3,777,295	4,368,828	4,368,828	591,533
3080	FLEXIBLE BENEFITS	627,388	777,388	756,740	756,740	-20,648
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>52,678,967</b>	<b>53,233,967</b>	<b>55,985,936</b>	<b>55,244,014</b>	<b>2,010,047</b>
4020	CLOTHING & PERSONAL SUPPLIES	140,854	140,854	122,389	122,389	-18,465
4023	NON-CNTY EMPLOYEE UNIFORM ALLOWANCE	7,200	7,200	7,200	7,200	0
4040	TELEPHONE COMPANY VENDOR	150,120	150,120	118,846	118,846	-31,274
4041	COUNTY PASS THRU TELEPHONE CHARGES	36,475	36,475	39,245	39,245	2,770
4044	CABLE/INTERNET SERVICE	12,781	12,781	14,480	14,480	1,699
4060	FOOD AND FOOD PRODUCTS	712,545	712,545	649,839	649,839	-62,706
4080	HOUSEHOLD EXPENSE	140,662	140,662	157,302	157,302	16,640
4082	HOUSEHOLD EXP: OTHER	33,550	33,550	33,550	33,550	0
4085	REFUSE DISPOSAL	32,714	32,714	36,140	36,140	3,426
4086	JANITORIAL / CUSTODIAL SERVICES	21,800	21,800	21,180	21,180	-620
4100	INSURANCE: PREMIUM	1,388,192	1,388,192	850,171	850,171	-538,021
4101	INSURANCE: ADDITIONAL LIABILITY	3,000	3,000	3,000	3,000	0
4140	MAINT: EQUIPMENT	155,447	155,447	121,785	121,785	-33,662
4141	MAINT: OFFICE EQUIPMENT	900	900	700	700	-200
4142	MAINT: TELEPHONE / RADIO	15,500	15,500	9,300	9,300	-6,200
4143	MAINT: SERVICE CONTRACT	85,681	85,681	0	0	-85,681
4144	MAINT: COMPUTER	329,967	329,967	405,742	405,742	75,775
4145	MAINTENANCE: EQUIPMENT PARTS	15,640	15,640	14,412	14,412	-1,228
4160	VEH MAINT: SERVICE CONTRACT	2,460	2,460	2,460	2,460	0
4161	VEH MAINT: PARTS DIRECT CHARGE	1,750	1,750	6,950	6,950	5,200
4162	VEH MAINT: SUPPLIES	11,600	11,600	13,900	13,900	2,300
4164	VEH MAINT: TIRE & TUBES	4,850	4,850	5,850	5,850	1,000
4165	VEH MAINT: OIL & GREASE	500	500	750	750	250
4180	MAINT: BUILDING & IMPROVEMENTS	150,250	150,250	139,850	139,850	-10,400
4197	MAINTENANCE BUILDING: SUPPLIES	1,700	1,700	1,400	1,400	-300
4200	MEDICAL, DENTAL & LABORATORY	200	200	1,500	1,500	1,300
4220	MEMBERSHIPS	11,560	11,560	11,381	11,381	-179
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	7,000	7,000	7,200	7,200	200
4260	OFFICE EXPENSE	89,375	89,375	74,750	74,750	-14,625
4261	POSTAGE	24,290	24,290	17,740	17,740	-6,550
4262	SOFTWARE	120,570	120,570	58,030	58,030	-62,540
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	6,303	6,303	4,325	4,325	-1,978
4264	BOOKS / MANUALS	10,100	10,100	10,420	10,420	320
4265	LAW BOOKS	3,085	3,085	2,710	2,710	-375
4266	PRINTING / DUPLICATING SERVICES	27,600	27,600	30,590	30,590	2,990
4267	ON-LINE SUBSCRIPTIONS	300	300	1,300	1,300	1,000

FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 24 SHERIFF

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD	
4300	PROFESSIONAL & SPECIALIZED SERVICES	800,486	850,486	632,304	632,304	-218,182
4308	EXTERNAL DATA PROCESSING SERVICES	115,000	115,000	80,000	80,000	-35,000
4320	VERBATIM: TRANSCRIPTION	3,280	3,280	2,100	2,100	-1,180
4323	PSYCHIATRIC MEDICAL SERVICES	13,000	13,000	26,000	26,000	13,000
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	230,770	230,770	608,779	458,779	228,009
4334	FIRE PREVENTION & INSPECTION	7,322	7,322	8,722	8,722	1,400
4420	RENT & LEASE: EQUIPMENT	150,136	235,136	113,736	113,736	-121,400
4421	RENT & LEASE: SECURITY SYSTEM	13,118	13,118	20,566	20,566	7,448
4440	RENT & LEASE: BUILDING &	327,106	327,106	338,186	338,186	11,080
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	81,597	81,597	71,564	71,564	-10,033
4461	EQUIP: MINOR	206,596	206,596	209,900	209,900	3,304
4462	EQUIP: COMPUTER	140,227	140,227	184,650	184,650	44,423
4463	EQUIP: TELEPHONE & RADIO	171,983	171,983	23,202	23,202	-148,781
4464	EQUIP: LAW ENFORCEMENT	326,575	326,575	312,980	312,980	-13,595
4465	EQUIP: VEHICLE	259,400	259,400	249,550	249,550	-9,850
4500	SPECIAL DEPT EXPENSE	65,100	65,100	62,955	62,955	-2,145
4503	STAFF DEVELOPMENT	215,853	215,853	231,610	231,610	15,757
4505	SB924: TRANSPORTATION & TRAVEL	68,295	68,295	0	0	-68,295
4506	FILM DEVELOPMENT & PHOTOGRAPHY	50	50	50	50	0
4507	FIRE & SAFETY SUPPLIES	0	0	1,500	1,500	1,500
4529	SOFTWARE LICENSE	10,775	10,775	5,775	5,775	-5,000
4534	AMMUNITION	215,957	215,957	226,037	226,037	10,080
4540	STAFF DEVELOPMENT (NOT 1099)	20,000	20,000	20,000	20,000	0
4600	TRANSPORTATION & TRAVEL	180,781	183,781	229,896	229,896	46,115
4601	VOLUNTEER: TRANSPORTATION & TRAVEL	5,067	5,067	12,137	12,137	7,070
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	26,249	26,249	24,395	24,395	-1,854
4604	MILEAGE: VOLUNTEER PRIVATE AUTO	3,000	3,000	0	0	-3,000
4605	RENT & LEASE: VEHICLE	1,087,153	1,087,153	1,129,783	1,129,783	42,630
4606	FUEL PURCHASES	863,540	863,540	827,082	827,082	-36,458
4608	HOTEL ACCOMMODATIONS	178,489	189,489	343,214	343,214	153,725
4620	UTILITIES	751,808	751,808	801,999	801,999	50,191
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>10,295,234</b>	<b>10,444,234</b>	<b>9,795,059</b>	<b>9,645,059</b>	<b>-799,175</b>
5240	CONTRIB: NON-CNTY GOVERNMENTAL	114,200	114,200	0	0	-114,200
5300	INTERFND: SERVICE BETWEEN FUND	75,000	75,000	19,650	19,650	-55,350
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>189,200</b>	<b>189,200</b>	<b>19,650</b>	<b>19,650</b>	<b>-169,550</b>
6020	FIXED ASSET: BUILDING & IMPROVEMENTS	210,000	210,000	185,000	185,000	-25,000
6040	FIXED ASSET: EQUIPMENT	452,200	452,200	471,498	471,498	19,298
6042	FIXED ASSET: COMPUTER SYSTEM	536,916	536,916	372,000	372,000	-164,916
6045	FIXED ASSET: VEHICLES	85,000	85,000	46,000	46,000	-39,000
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	<b>1,284,116</b>	<b>1,284,116</b>	<b>1,074,498</b>	<b>1,074,498</b>	<b>-209,618</b>
7000	OPERATING TRANSFERS OUT	27,149	27,149	0	0	-27,149
7001	OPERATING TRANSFERS OUT: FLEET	36,000	36,000	50,000	50,000	14,000
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	<b>63,149</b>	<b>63,149</b>	<b>50,000</b>	<b>50,000</b>	<b>-13,149</b>
7200	INTRAFUND TRANSFERS: ONLY GENERAL	4,200	4,200	4,200	4,200	0
7223	INTRAFND: MAIL SERVICE	14,039	14,039	13,901	13,901	-138
7224	INTRAFND: STORES SUPPORT	17,256	17,256	17,383	17,383	127
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	103,000	103,000	107,900	107,900	4,900
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>138,495</b>	<b>138,495</b>	<b>143,384</b>	<b>143,384</b>	<b>4,889</b>
7350	INTRFND ABATEMENTS: GF ONLY	-3,900	-3,900	-38,602	-38,602	-34,702
7355	INTRFND ABATEMENTS: RADIO EQUIP &	0	0	0	-3,000	-3,000
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	<b>-3,900</b>	<b>-3,900</b>	<b>-38,602</b>	<b>-41,602</b>	<b>-37,702</b>
<b>TYPE: E SUBTOTAL</b>						
		64,645,261	65,349,261	67,029,925	66,135,003	785,742
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	<b>48,941,850</b>	<b>49,645,850</b>	<b>52,306,993</b>	<b>51,312,071</b>	<b>1,666,221</b>

# Sheriff

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 24 SHERIFF

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0400 REV: INTEREST	5,000	5,000	5,000	5,000	0
<b>CLASS: 04 REV: USE OF MONEY &amp; PROPERTY</b>	5,000	5,000	5,000	5,000	0
1944 INMATE WELFARE TRUST	407,801	407,801	407,801	407,801	0
<b>CLASS: 19 REV: MISCELLANEOUS</b>	407,801	407,801	407,801	407,801	0
0001 FUND BALANCE	1,308,516	1,308,516	1,300,000	1,300,000	-8,516
<b>CLASS: 22 FUND BALANCE</b>	1,308,516	1,308,516	1,300,000	1,300,000	-8,516
<b>TYPE: R SUBTOTAL</b>	1,721,317	1,721,317	1,712,801	1,712,801	-8,516
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
4020 CLOTHING & PERSONAL SUPPLIES	4,000	4,000	4,000	4,000	0
4044 CABLE/INTERNET SERVICE	6,000	6,000	6,000	6,000	0
4080 HOUSEHOLD EXPENSE	2,500	2,500	1,500	1,500	-1,000
4260 OFFICE EXPENSE	5,000	5,000	4,000	4,000	-1,000
4261 POSTAGE	7,000	7,000	6,000	6,000	-1,000
4263 SUBSCRIPTION / NEWSPAPER / JOURNALS	500	500	500	500	0
4264 BOOKS / MANUALS	4,000	4,000	4,000	4,000	0
4265 LAW BOOKS	500	500	500	500	0
4266 PRINTING / DUPLICATING SERVICES	2,500	2,500	6,000	6,000	3,500
4300 PROFESSIONAL & SPECIALIZED SERVICES	100,000	100,000	75,000	75,000	-25,000
4302 CONSTRUCT & ENGINEER CONTRACTS	15,000	15,000	15,000	15,000	0
4324 MEDICAL,DENTAL,LAB & AMBULANCE SRV	7,500	7,500	7,500	7,500	0
4420 RENT & LEASE: EQUIPMENT	25,000	25,000	35,000	35,000	10,000
4460 EQUIP: SMALL TOOLS & INSTRUMENTS	10,000	10,000	7,500	7,500	-2,500
4461 EQUIP: MINOR	14,000	14,000	22,000	22,000	8,000
4462 EQUIP: COMPUTER	3,000	3,000	7,000	7,000	4,000
4500 SPECIAL DEPT EXPENSE	463,315	463,315	500,000	500,000	36,685
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	669,815	669,815	701,500	701,500	31,685
7700 APPROPRIATION FOR CONTINGENCIES	1,051,502	1,051,502	1,011,301	1,011,301	-40,201
<b>CLASS: 77 APPROPRIATION FOR</b>	1,051,502	1,051,502	1,011,301	1,011,301	-40,201
<b>TYPE: E SUBTOTAL</b>	1,721,317	1,721,317	1,712,801	1,712,801	-8,516
<b>FUND TYPE: 11 SUBTOTAL</b>	0	0	0	0	0
<b>DEPARTMENT: 24 SUBTOTAL</b>	48,941,850	49,645,850	52,306,993	51,312,071	1,666,221

PERSONNEL ALLOCATION

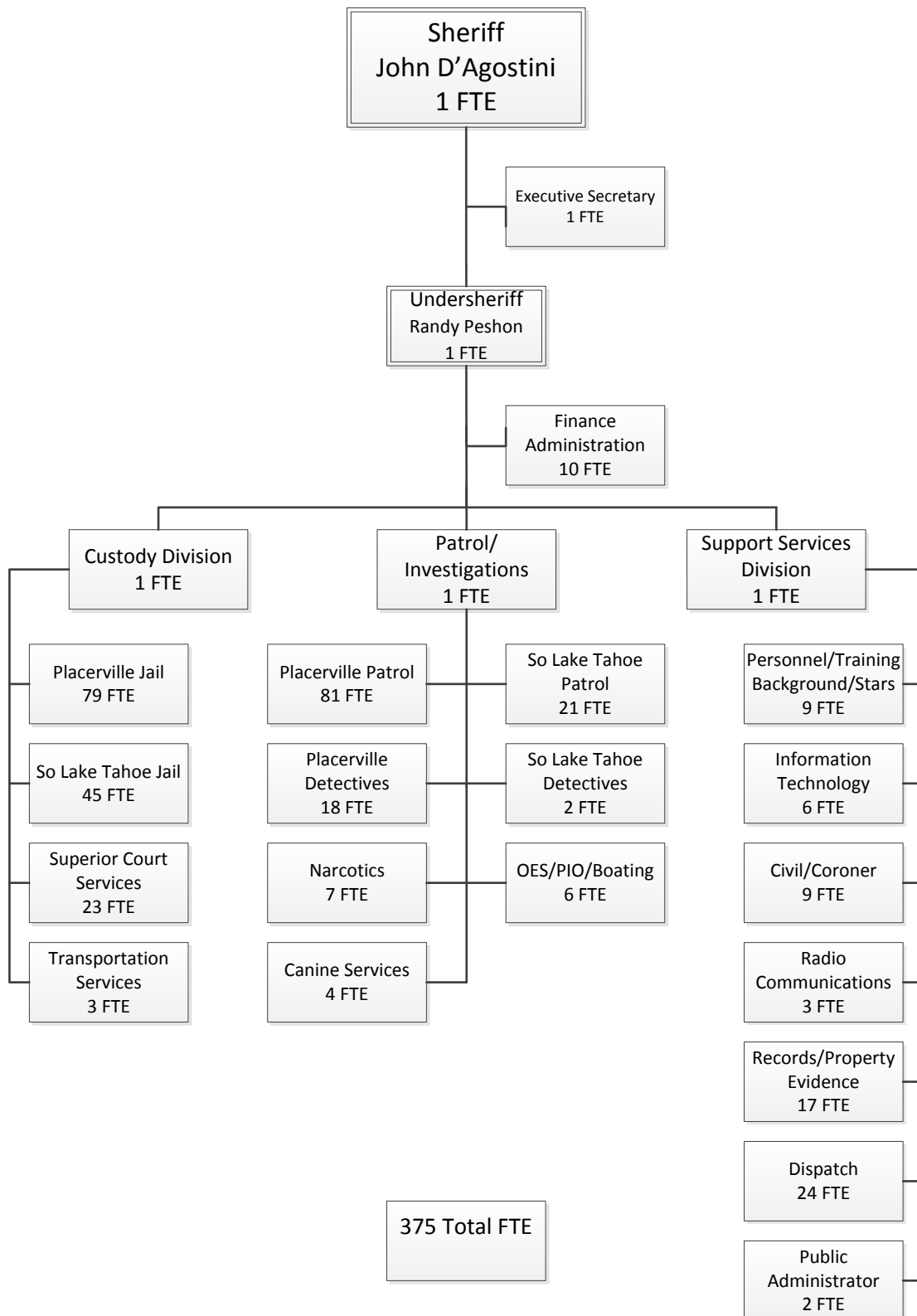
Classification Title	2016-17 Adjusted Allocation	2016-17 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
Sheriff/Public Administrator/Coroner	1.00	1.00	1.00	0.00
Undersheriff	1.00	1.00	1.00	0.00
Administrative Technician	2.00	2.00	2.00	0.00
Assistant Public Administrator	1.00	1.00	1.00	0.00
Chief Fiscal Officer	1.00	1.00	1.00	0.00
Community Services Officer	3.00	3.00	3.00	0.00
Correctional Cook	6.00	6.00	6.00	0.00
Correctional Food Services Coordinator	1.00	1.00	1.00	0.00
Correctional Lieutenant	2.00	2.00	2.00	0.00
Correctional Officer I/II	85.00	85.00	85.00	0.00
Correctional Sergeant	11.00	11.00	11.00	0.00
Crime Analyst	1.00	1.00	1.00	0.00
Department Analyst I/II	2.00	2.00	2.00	0.00
Department Systems Analyst	5.00	5.00	5.00	0.00
Deputy Sheriff I/II	131.00	133.00	131.00	0.00
Detention Aide	4.00	4.00	4.00	0.00
Executive Secretary - Law & Justice	1.00	1.00	1.00	0.00
Human Resource Technician	1.00	1.00	1.00	0.00
Property/Evidence Technician	3.00	3.00	3.00	0.00
Public Safety Dispatcher I/II	15.00	15.00	15.00	0.00
Radio Maintenance Technician	2.00	2.00	2.00	0.00
Sheriff's Captain	3.00	3.00	3.00	0.00
Sheriff's Communication Manager	1.00	1.00	1.00	0.00
Sheriff's Fiscal Technician	4.00	4.00	4.00	0.00
Sheriff's Lieutenant	7.00	7.00	7.00	0.00
Sheriff's Records Supervisor	1.00	1.00	1.00	0.00
Sheriff's Security Officer	10.00	10.00	10.00	0.00
Sheriff's Sergeant	25.00	25.00	25.00	0.00
Sheriff's Support Services Manager	1.00	1.00	1.00	0.00
Sheriff's Technician I/II	27.00	27.00	27.00	0.00
Sheriff's Training Coordinator	1.00	1.00	1.00	0.00
Sr. Department Analyst	1.00	1.00	1.00	0.00
Sr. Public Safety Dispatcher	5.00	5.00	5.00	0.00
Sr. Sheriff's Technician	5.00	5.00	5.00	0.00
Supervising Property Evidence Technician	1.00	1.00	1.00	0.00
Supervising Public Safety Dispatcher	4.00	4.00	4.00	0.00
<b>Department Total</b>	<b>375.00</b>	<b>377.00</b>	<b>375.00</b>	<b>0.00</b>

# Sheriff

RECOMMENDED BUDGET • FY 2017 - 18

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## ORGANIZATIONAL CHART



# Agricultural Commissioner

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The Department of Agriculture, Weights & Measures' mission is to protect, enhance and promote the preservation of agriculture and the environment while sustaining the public health, safety and welfare of all citizens, and to provide consumer and marketplace protections through the fair and equitable enforcement of laws and regulations.

### DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Licenses, Permits	\$ 126,569	\$ 120,099	\$ 122,696	\$ 122,696	\$ 2,597	2%
Use of Money	\$ 60	\$ 300	\$ 300	\$ 300	\$ -	0%
State	\$ 577,757	\$ 574,147	\$ 609,374	\$ 609,374	\$ 35,227	6%
Federal	\$ 109,616	\$ 138,128	\$ 35,517	\$ 35,517	\$ (102,611)	-74%
Other Government	\$ 32,724	\$ 13,727	\$ 43,727	\$ 43,727	\$ 30,000	219%
Charge for Service	\$ 28,674	\$ 33,693	\$ 33,693	\$ 33,693	\$ -	0%
Miscellaneous	\$ 171	\$ 200	\$ 200	\$ 200	\$ -	0%
<b>Total Revenue</b>	<b>\$ 875,571</b>	<b>\$ 880,294</b>	<b>\$ 845,507</b>	<b>\$ 845,507</b>	<b>\$ (34,787)</b>	<b>-4%</b>
Salaries and Benefits	\$ 1,104,194	\$ 1,158,999	\$ 1,188,594	\$ 1,188,594	\$ 29,595	3%
Services & Supplies	\$ 173,130	\$ 220,410	\$ 211,517	\$ 211,517	\$ (8,893)	-4%
Other Charges	\$ 1,560	\$ 1,000	\$ 1,250	\$ 1,250	\$ 250	25%
Intrafund Transfers	\$ 3,333	\$ 5,617	\$ 3,565	\$ 3,565	\$ (2,052)	-37%
<b>Total Appropriations</b>	<b>\$ 1,282,217</b>	<b>\$ 1,386,026</b>	<b>\$ 1,404,926</b>	<b>\$ 1,404,926</b>	<b>\$ 18,900</b>	<b>1%</b>
<b>Net County Cost</b>	<b>\$ 406,646</b>	<b>\$ 505,732</b>	<b>\$ 559,419</b>	<b>\$ 559,419</b>	<b>\$ 53,687</b>	<b>11%</b>
FTEs	12	12	10	10	(2)	-17%

### MAJOR BUDGET CHANGES

#### Revenue

- (\$102,611) Decrease in Federal revenue primarily due to the noxious weed contract with the Sierra Nevada Conservancy being completed in December.
- \$35,227 Increase in State revenue for state contracts and reimbursements for pest detection.
- \$30,000 Increase in revenue from Other Governmental Agencies for the contract with Carson Water Subconservancy District in Alpine County for the Noxious Weed Abatement Program.

#### Appropriations

##### Salaries and Benefits

- (\$25,676) Decrease in Temporary Employee expenses.
- \$34,915 Increase in Health Insurance related to employee changes.

# Agricultural Commissioner

## RECOMMENDED BUDGET • FY 2017 - 18

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### *Services and Supplies*

(\$3,000) Anticipated reduction in agricultural supply purchases.

(\$2,600) Anticipated reduction in fuel use in the fiscal year.

## PROGRAM SUMMARIES

### Agricultural Commissioner

#### *Agricultural Commission*

Created in 1967 by the Board of Supervisors, the seven member Agricultural Commission acts in an advisory capacity to the Board and the Planning Commission on all matters related to agriculture. The Agricultural Commission's scope of interest includes a wide variety of agricultural, timber and land use issues including agricultural land preservation, agricultural production, forestland preservation and forest production. The Commission also advises the Board of procedures and techniques requiring legislative or policy actions that would encourage and promote agricultural activities that are conducive to the continued well-being of El Dorado County.

#### *Agriculture Programs*

The department is responsible for numerous mandated programs that promote, protect and enhance various aspects of agricultural activities:

1. Pest Exclusion - plant protection and quarantine;
2. Pest Detection - early detection of exotic pests using insect detection traps;
3. Pest Management-Vegetation Management - There are nine different noxious weed species under eradication throughout the County. Most weed species in El Dorado County are listed as 'A' rated weeds by the State, and are of limited distribution throughout California;
4. Glassy-winged Sharpshooter (GWSS) - initiated in 1999 to prevent the introduction of this insect to El Dorado County. GWSS is known to spread Pierce's Disease, which can devastate vineyard plantings. The pest-monitoring program includes inspections of all nursery stock shipped into the County from known infested areas. Historically the department utilizes extra-help Agricultural Biology Technician employees (6) for Pest Management programs;
5. Vertebrate Pest Management - advice on rodent control;
6. Integrated Pest Management - emphasizes preventive methods that provide economical, long-term solutions to pest problems;
7. Nursery and Seed inspections -- protecting customers and growers;
8. Apiary Inspection - inspections are made for the purpose of sustaining the continued health of the bee industry in California which directly translates into the successful production of numerous crops;

9. Fresh Fruit, Nut, and Vegetable, Honey Quality Control and Egg Quality Control – enforcement of quality standards protecting the consumer;
10. Certified Farmers’ Market (Direct Marketing) - markets give the producers of farm products the option of selling directly to the consumer without the requirements of meeting size, pack, container, and labeling requirements (Standardization). These markets give the public a “direct” link to the production of the crop by buying the produce from the grower;
11. Organic Producers – Our department is the local enforcement agency concerning the registration, investigation of complaints and auditing of organic producers and handlers; and
12. Crop Report – California Food and Agricultural Code requirement for the purpose of publishing an accurate and meaningful report concerning the agricultural conditions in El Dorado/Alpine County.

Administration positions are proportionally allocated to provide oversight, direction and support for Agriculture programs which includes budgeting, accounting, personnel, payroll, purchasing, office support and contract administration of contracts through the State of California, Department of Food and Agriculture and private grants. The principle funding source for these programs is the County’s share of unclaimed gas tax as authorized by the Food and Agricultural Code § 224(g)

#### *Pesticide Use Enforcement*

The pesticide laws and regulations of California require safe, responsible handling of pesticides from the time of purchase through transportation, storage, usage and disposal. The safety of employees, the environment, and the public are of paramount importance in this program. The enforcement of the regulations by this department applies to all agricultural, non-agricultural and structural usage. The more toxic pesticides are regulated under the restricted materials permit program.

The two main revenue sources are: California Department of Food and Agriculture unclaimed gas tax for Pesticide Regulatory Activities pursuant to §224(a) of the Food and Agricultural Code, and the California Department of Pesticide Regulation distribution of the Pesticide Mill Assessment collections in accordance with §12844 of the Food and Agricultural Code.

#### *Weights & Measures*

The mission of Weights & Measures is to allow a good value comparison to the consumer while maintaining fair competition between businesses. Weights & Measures affects everyone’s daily life through the inspections of all commercially used devices such as gas pumps, scales and scanners and also the testing of packages to ensure the product inside the package actually weighs or measures as much as is stated on the label. The department also enforces requirements for petroleum products including antifreeze, brake fluid, motor oil, grades of diesel and octane levels of gasoline. Weighmaster inspections are intended to deter fraudulent transactions at junk dealers and recyclers, to decrease the sale of stolen property.

The department’s revenue sources include inspection reimbursement for Service Agents, Petroleum Products Compliance and Weighmaster Enforcement through the State of California, Department of Food and Agriculture Division of Measurement Standards and the annual device registration for commercially used devices such as gasoline dispensers, scales, taxicabs, etc.



# Agricultural Commissioner

## RECOMMENDED BUDGET • FY 2017 - 18

### Wildlife Services

Wildlife Services works to maintain a biologically-sound integrated wildlife damage management program assisting public agencies, businesses, private citizens, schools, property owners, farmers, and ranchers in a cooperative venture between El Dorado/Alpine County, United States Department of Agriculture and California Fish and Wildlife. Wildlife Services is the county’s program intended to provide Federal leadership and skill to resolve wildlife interactions that threaten public health and safety, as well as agricultural, property, and natural resources.

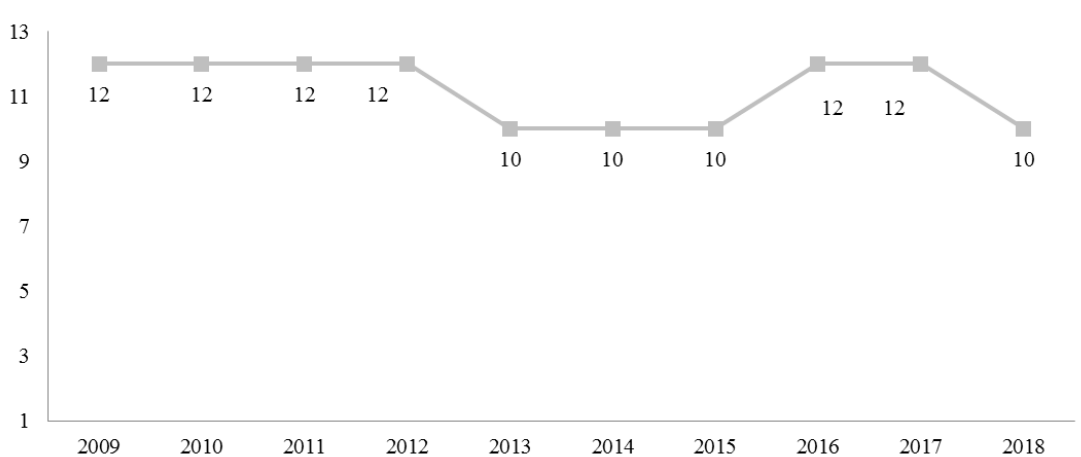
The main focus of the program is to provide technical assistance to prevent wildlife conflicts and to remove only the animals that are causing the problem. Administration and oversight are provided by the Agricultural Commissioner and the USDA Regional Wildlife Services Supervisor. The Department’s appropriations include a contract with USDA. Revenues include a portion of unclaimed gas tax received from the State of California, Department of Food and Agriculture. The USDA provides 1.0 FTE through contract to match the County’s 1.0 FTE dedicated to this program.

### BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Agricultural Commission	\$ 63,732	\$ 15,686	\$ 48,046	1.3
Agriculture Programs	\$ 540,230	\$ 408,179	\$ 132,051	3.61
Pesticide Use Enforcement	\$ 369,794	\$ 240,655	\$ 129,139	0.45
Weights & Measures	\$ 195,040	\$ 122,870	\$ 72,170	3.08
Wildlife Services	\$ 236,130	\$ 58,117	\$ 178,013	1.56
<b>Total</b>	<b>\$ 1,404,926</b>	<b>\$ 845,507</b>	<b>\$ 559,419</b>	<b>10</b>

### STAFFING TREND

Staffing for the Agriculture Department has decreased slightly over the past several years. The department, through Board approval on May 17, 2016 added two Limited Term Agriculture Biology Technician positions. The limited term positions expired in December 2016 and have decreased the department’s positions to 10 FTEs.



# Agricultural Commissioner

## RECOMMENDED BUDGET • FY 2017 - 18

### RECOMMENDED BUDGET

This budget is recommended at \$1,404,926. The Recommended Budget represents an overall decrease of \$34,787 (4%) in revenues and an increase of \$18,900 (1%) in appropriations when compared to the FY 2016-17 Adopted Budget. As a result, the Net County Cost has increased by \$53,687 or 11%, to \$559,419. The increase in NCC can be attributed to a reduction in the noxious weed contract with the Sierra Nevada Conservancy and an increase in health insurance due to employee changes.

#### CAO Adjustments

No CAO adjustments are recommended.

#### Sources and Uses of Funds

The Agriculture Commissioner department receives a large share of its funds from licenses/permits, state and federal revenue to administer programs, and fees charged for services. The Department is also partially funded with General Fund discretionary revenues.

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 26 AG - AGRICULTURAL COMMISSIONER

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0210 LICENSE: BUSINESS	6,000	6,000	7,500	7,500	1,500
0260 OTHER LICENSE & PERMITS	114,099	114,099	115,196	115,196	1,097
<b>CLASS: 02 REV: LICENSE, PERMIT, &amp;</b>	120,099	120,099	122,696	122,696	2,597
0421 RENT: EQUIPMENT	300	300	300	300	0
<b>CLASS: 04 REV: USE OF MONEY &amp; PROPERTY</b>	300	300	300	300	0
0720 ST: AGRICULTURE	143,157	131,279	168,157	168,157	36,878
0722 ST: PESTICIDE USE ENFORCEMENT	146,692	146,692	146,692	146,692	0
0723 ST: SEED INSPECTION	200	200	200	200	0
0724 ST: NURSERY INSPECTION	500	500	500	500	0
0727 ST: WEIGHTS & MEASURES	6,460	6,460	6,460	6,460	0
0728 ST: FRUIT & VEGETABLE CERTIFICATE	200	200	200	200	0
0729 ST: UNCLAIMED GAS TAX REFUND	288,816	288,816	287,165	287,165	-1,651
<b>CLASS: 05 REV: STATE INTERGOVERNMENTAL</b>	586,025	574,147	609,374	609,374	35,227
1100 FED: OTHER	138,128	138,128	35,517	35,517	-102,611
<b>CLASS: 10 REV: FEDERAL</b>	138,128	138,128	35,517	35,517	-102,611
1200 REV: OTHER GOVERNMENTAL AGENCIES	13,727	13,727	43,727	43,727	30,000
<b>CLASS: 12 REV: OTHER GOVERNMENTAL</b>	13,727	13,727	43,727	43,727	30,000
1480 AGRICULTURAL SERVICES	31,050	31,050	31,050	31,050	0
1742 MISC: COPY FEES	100	100	100	100	0
1744 MISC: INSPECTIONS OR SERVICES	2,000	2,000	2,000	2,000	0
1800 INTERFND REV: SERVICE BETWEEN FUND	543	543	543	543	0
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	33,693	33,693	33,693	33,693	0
1920 OTHER SALES	200	200	200	200	0
<b>CLASS: 19 REV: MISCELLANEOUS</b>	200	200	200	200	0
<b>TYPE: R SUBTOTAL</b>	892,172	880,294	845,507	845,507	-34,787

# Agricultural Commissioner

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 26 AG - AGRICULTURAL COMMISSIONER

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	710,820	710,820	710,582	710,582	-238
3001	TEMPORARY EMPLOYEES	109,735	109,735	84,059	84,059	-25,676
3002	OVERTIME	5,000	5,000	5,000	5,000	0
3004	OTHER COMPENSATION	7,235	7,235	7,235	7,235	0
3020	RETIREMENT EMPLOYER SHARE	155,533	155,533	159,616	159,616	4,083
3022	MEDI CARE EMPLOYER SHARE	11,896	11,896	11,523	11,523	-373
3040	HEALTH INSURANCE EMPLOYER	126,555	116,677	151,592	151,592	34,915
3042	LONG TERM DISABILITY EMPLOYER	1,776	1,776	1,776	1,776	0
3043	DEFERRED COMPENSATION EMPLOYER	3,808	3,808	3,793	3,793	-15
3046	RETIREE HEALTH: DEFINED	10,522	10,522	13,743	13,743	3,221
3060	WORKERS' COMPENSATION EMPLOYER	13,997	13,997	27,675	27,675	13,678
3080	FLEXIBLE BENEFITS	12,000	12,000	12,000	12,000	0
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>1,168,877</b>	<b>1,158,999</b>	<b>1,188,594</b>	<b>1,188,594</b>	<b>29,595</b>
4000	AGRICULTURE	6,000	6,000	3,000	3,000	-3,000
4020	CLOTHING & PERSONAL SUPPLIES	1,500	1,500	500	500	-1,000
4040	TELEPHONE COMPANY VENDOR	1,200	1,200	1,200	1,200	0
4041	COUNTY PASS THRU TELEPHONE CHARGES	500	500	500	500	0
4080	HOUSEHOLD EXPENSE	500	500	500	500	0
4100	INSURANCE: PREMIUM	5,855	5,855	4,562	4,562	-1,293
4140	MAINT: EQUIPMENT	700	700	500	500	-200
4141	MAINT: OFFICE EQUIPMENT	0	0	200	200	200
4144	MAINT: COMPUTER	1,237	1,237	1,237	1,237	0
4160	VEH MAINT: SERVICE CONTRACT	4,000	4,000	3,500	3,500	-500
4161	VEH MAINT: PARTS DIRECT CHARGE	500	500	500	500	0
4162	VEH MAINT: SUPPLIES	100	100	100	100	0
4163	VEH MAINT: INVENTORY	1,000	1,000	0	0	-1,000
4164	VEH MAINT: TIRE & TUBES	100	100	1,000	1,000	900
4165	VEH MAINT: OIL & GREASE	0	0	100	100	100
4180	MAINT: BUILDING & IMPROVEMENTS	400	400	400	400	0
4220	MEMBERSHIPS	4,620	4,620	4,620	4,620	0
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	13,000	13,000	13,000	13,000	0
4260	OFFICE EXPENSE	4,000	4,000	3,500	3,500	-500
4261	POSTAGE	2,000	2,000	2,000	2,000	0
4262	SOFTWARE	2,600	2,600	2,600	2,600	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	300	300	300	300	0
4264	BOOKS / MANUALS	300	300	300	300	0
4265	LAW BOOKS	275	275	275	275	0
4266	PRINTING / DUPLICATING SERVICES	1,000	1,000	1,000	1,000	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	71,400	71,400	71,400	71,400	0
4324	MEDICAL, DENTAL, LAB & AMBULANCE SRV	1,323	1,323	1,323	1,323	0
4400	PUBLICATION & LEGAL NOTICES	400	400	400	400	0

# Agricultural Commissioner

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 26 AG - AGRICULTURAL COMMISSIONER

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4420	RENT & LEASE: EQUIPMENT	4,500	4,500	4,500	4,500	0
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	1,500	1,500	1,500	1,500	0
4461	EQUIP: MINOR	2,000	2,000	2,000	2,000	0
4462	EQUIP: COMPUTER	4,000	2,000	2,000	2,000	0
4500	SPECIAL DEPT EXPENSE	1,900	1,900	1,900	1,900	0
4503	STAFF DEVELOPMENT	2,000	2,000	2,000	2,000	0
4529	SOFTWARE LICENSE	3,300	3,300	3,300	3,300	0
4534	AMMUNITION	500	500	500	500	0
4571	ROAD: SIGNS	0	0	600	600	600
4600	TRANSPORTATION & TRAVEL	2,300	2,300	1,700	1,700	-600
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	1,500	1,500	1,500	1,500	0
4605	RENT & LEASE: VEHICLE	47,000	47,000	47,000	47,000	0
4606	FUEL PURCHASES	26,100	26,100	23,500	23,500	-2,600
4608	HOTEL ACCOMMODATIONS	1,000	1,000	1,000	1,000	0
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	222,410	220,410	211,517	211,517	-8,893
5300	INTERFND: SERVICE BETWEEN FUND	1,000	1,000	1,250	1,250	250
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	1,000	1,000	1,250	1,250	250
7200	INTRAFUND TRANSFERS: ONLY GENERAL	500	500	500	500	0
7223	INTRAFND: MAIL SERVICE	3,000	3,000	2,995	2,995	-5
7224	INTRAFND: STORES SUPPORT	117	117	70	70	-47
7231	INTRAFND: IS PROGRAMMING SUPPORT	1,500	1,500	0	0	-1,500
7232	INTRAFND: MAINT BLDG & IMPROVMENTS	500	500	0	0	-500
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	5,617	5,617	3,565	3,565	-2,052
<b>TYPE: E SUBTOTAL</b>		1,397,904	1,386,026	1,404,926	1,404,926	18,900
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	505,732	505,732	559,419	559,419	53,687
<b>DEPARTMENT: 26</b>	<b>SUBTOTAL</b>	505,732	505,732	559,419	559,419	53,687

# Agricultural Commissioner

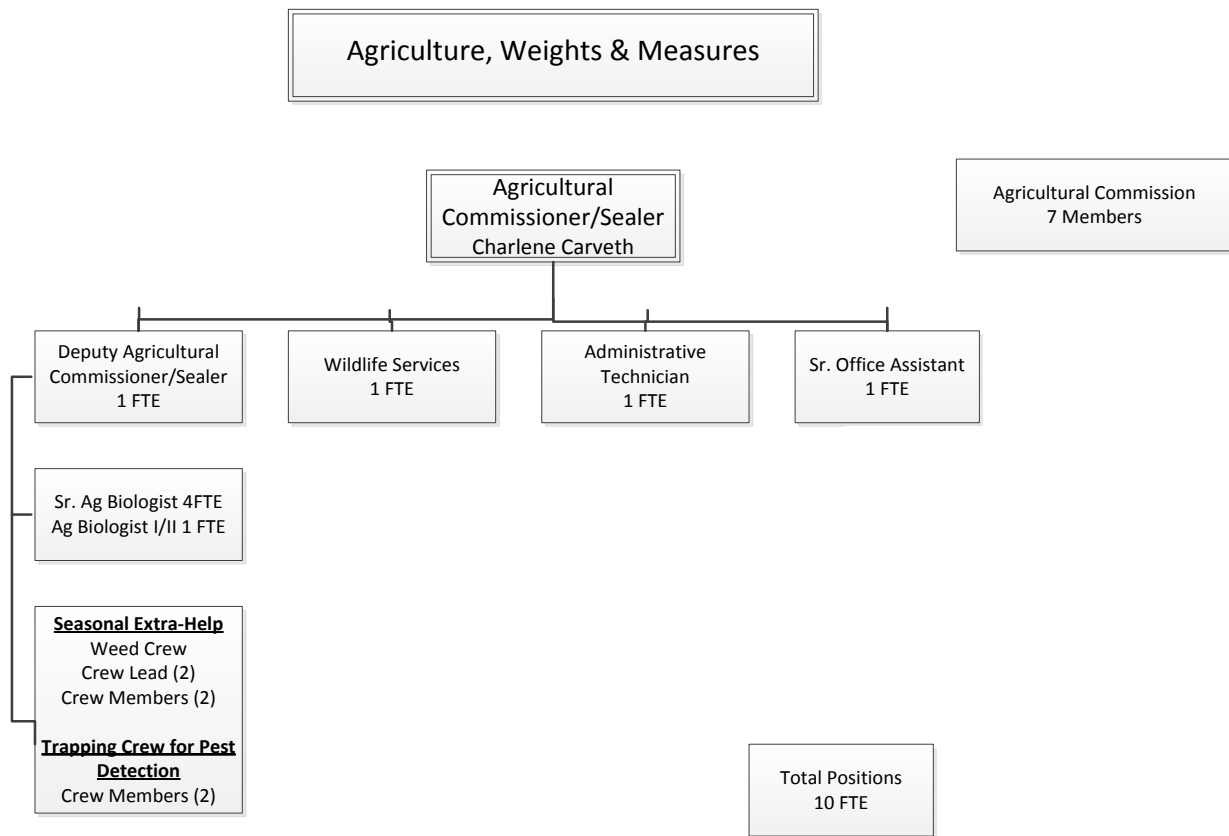
## RECOMMENDED BUDGET • FY 2017 - 18

### PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
Ag Comm./Sealer Weights & Measures	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Ag Biologist/Standards Inspector I/II/Sr.	5.00	5.00	5.00	-
Ag Biology Technician (Limited Term)*	2.00	-	-	(2.00)
Deputy Ag Commissioner	1.00	1.00	1.00	-
Sr. Office Assistant	1.00	1.00	1.00	-
Wildlife Specialist	1.00	1.00	1.00	-
<b>Department Total</b>	<b>12.00</b>	<b>10.00</b>	<b>10.00</b>	<b>(2.00)</b>

\*Limited Term Allocations ended 12/31/16

### ORGANIZATIONAL CHART



# Community Development Services

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The mission of the Community Development Services, Administration & Finance Division is to support the provision of great infrastructure for great communities through efficient and courteous customer-oriented service.

### DIVISION BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
License, Permit & Franchises	\$ -	\$ 120,000	\$ 120,000	\$ 120,000	\$ -	0%
Charges for Service	\$ -	\$ 3,260,929	\$ 2,429,007	\$ 2,429,007	\$ (831,922)	-26%
Other Financing Sources	\$ -	\$ 900,000	\$ 780,982	\$ 780,982	\$ (119,018)	-13%
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 4,280,929</b>	<b>\$ 3,329,989</b>	<b>\$ 3,329,989</b>	<b>\$ (950,940)</b>	<b>-22%</b>
Salaries and Benefits	\$ -	\$ 3,930,645	\$ 3,269,026	\$ 3,269,026	\$ (661,619)	-17%
Services & Supplies	\$ -	\$ 1,274,366	\$ 1,121,957	\$ 1,121,957	\$ (152,409)	-12%
Intrafund Transfers	\$ -	\$ 729,376	\$ 226,449	\$ 226,449	\$ (502,927)	-69%
Intrafund Abatements	\$ -	\$ (1,653,458)	\$ (1,287,443)	\$ (1,287,443)	\$ 366,015	-22%
<b>Total Appropriations</b>	<b>\$ -</b>	<b>\$ 4,280,929</b>	<b>\$ 3,329,989</b>	<b>\$ 3,329,989</b>	<b>\$ (950,940)</b>	<b>-22%</b>
<b>Net County Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
FTEs	0.0	36.4	33.4	32.4	-4.0	-11%

### MAJOR BUDGET CHANGES

#### Revenue

- (\$831,922) Decrease in revenue from Interfund charges to departments supported by the Community Development Services Administration & Finance Division reflecting overall reduction in staff and related cost.
- (\$119,018) Decrease in Operating Transfer revenue due to the reduction of budgeted funding from CSA #10 fund balance (comprised of garbage franchise fees) used to purchase the replacement Land Management Information System (LMIS).

#### Appropriations

##### *Salaries and Benefits*

- (\$202,950) Elimination of the vacant Director of Community Development Agency position, approved in FY 2016-17.
- (\$194,741) Elimination of one vacant Assistant Director of Administration and Finance position, recommended in FY 2017-18.
- (\$263,928) Net reduction in overall costs due to: “true-up” of three vacant positions to lower-level classifications; positions being filled at a lower level of the pay scale upon retirement of long-term employees; and a lower budgeted amount for anticipated retirement payouts.

# Administration & Finance

RECOMMENDED BUDGET • FY 2017 - 18

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## *Services and Supplies*

(\$152,409) Decrease due primarily to reduced professional services expense related to the implementation of the replacement Land Management Information System (LMIS) and the implementation of an electronic plan checking system. The contract has been awarded; however, the project will not be completed by June 30, 2017, and a portion of the costs will be carried over into the FY 2017-2018 budget.

## *Intra-fund Transfers*

(\$502,927) Decrease in Intra-fund transfers due primarily to a decrease in A-87 County cost plan charges allocated to this division.

## PROGRAM SUMMARIES

The Community Development Services Administration and Finance Division provides centralized administration and fiscal services to the Community Development Services (CDS) departments, consisting of Building and Planning, Environmental Management, and Transportation. The Community Development Services Administration and Finance Division is comprised of the following units:

### *Contracts & Procurement Unit*

Prepares contracts for all CDS departments, tracks insurance and Disadvantaged Business Enterprise (DBE) requirements, performs purchasing functions, and prepares and issues Requests for Qualifications (RFQs) and Requests for Proposals (RFPs).

### *Operations Unit*

Administers Airport and Cemetery functions, performs facility & space planning functions, and provides IT coordination for the Agency.

### *Personnel Unit*

Administers recruitments for all CDS department vacancies, oversees disciplinary actions, coordinates injury and long-term illness responses, and provides safety & training services.

### *Finance Unit*

Provides accounting and budgeting services for the CDS departments, administers the Zone of Benefit program, and coordinates funding for the Transportation Department's capital projects.

### *Payroll & AP/AR*

Provides accounts payable and accounts receivable functions, and processes payroll for the CDS departments.

# Community Development Services

## RECOMMENDED BUDGET • FY 2017 - 18

Business Analysis & Special Projects - will assist with FENIX implementation, will develop policies and procedures, will analyze improvements for Community Development Services processes and will work on special projects.

### BUDGET SUMMARY BY PROGRAM

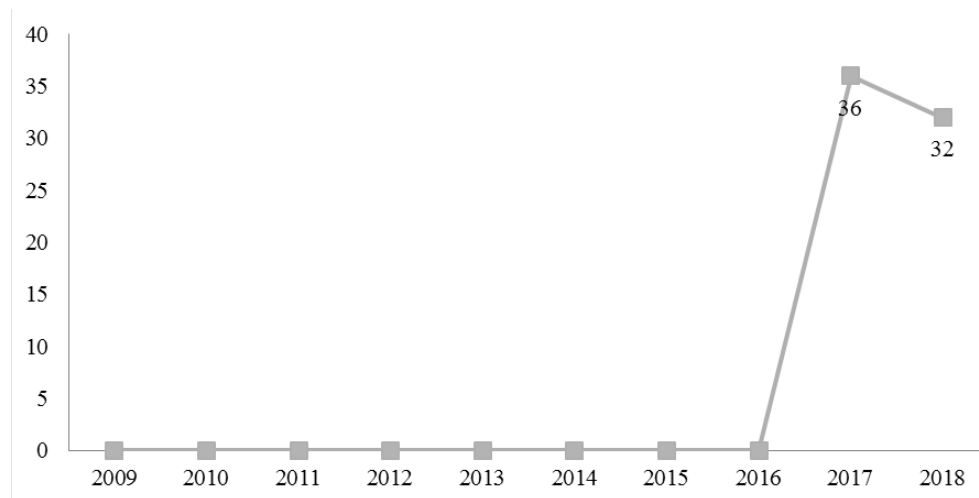
	Appropriations	Revenues	Net County Cost	Staffing
Admin. & Finance	\$ 3,329,989	\$ 3,329,989	-	32.4
<b>Total</b>	<b>\$ 3,329,989</b>	<b>\$ 3,329,989</b>	<b>-</b>	<b>32.4</b>

### STAFFING TREND

The Recommended Budget reflects several staffing changes in the division. These changes include the deletion of the Director of the Community Development Agency position (approved in FY 2016-17) and the recommended elimination of the vacant Assistant Director of Administration and Finance position. The Director position was functionally replaced during FY 2016-17 by a Deputy Chief Administrative Officer position in the Chief Administrative Office (offset by the deletion of one Principal Administrative Analyst position).

In addition, it is recommended that one Administrative Services Officer position and one Senior Department Analyst position) be deleted in the FY 2017-18 Recommended Budget. Both positions are currently vacant and unfunded.

Prior to FY 2016-17, the positions in Community Development Services Administration and Finance Division were reflecting in the Development Services Division of the Community Development Agency. Beginning in FY 2016-17, the positions were counted in the Administrative and Finance Division of the Community Development Agency, which has now become the Community Development Services Administration and Finance Division.





# Administration & Finance

## RECOMMENDED BUDGET • FY 2017 - 18

### RECOMMENDED BUDGET

This Budget is recommended at \$3,329,989. The Recommended Budget represents an overall decrease of \$950,940 (22%) in revenues and a decrease of \$950,940 (22%) in appropriations when compared to the FY 2016-17 Adopted Budget.

The decrease in appropriations is primarily due to the reduction of support staff in the division, with a like reduction in revenue reflecting the reduced charges to related Departments.

There is no Net County Cost shown in this division. The reduction in cost in this results in lower charges to the respective operating departments; therefore, the Net County Cost savings will be seen in the operating departments that incur the charges.

### CAO Adjustments

There are no additional CAO adjustments recommended for FY 2017-18.

### Sources & Uses of Funds

Revenue for this division is from overhead allocations charged via Interfund transfers to the Transportation Department, Environmental Management Department's CSA #3 and CSA #10, Special Districts, Fleet Management, and Airports. Additionally, the division transfers administrative costs through Intrafund transfers: to the Planning and Building Department, Environmental Management Department, and Cemetery Operations.

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 35 CDA - ADMINISTRATION & FINANCE

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
0260	120,000	120,000	120,000	120,000	0
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	120,000	120,000	120,000	0
1830	2,960,384	3,260,929	2,429,007	2,429,007	-831,922
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	2,960,384	3,260,929	2,429,007	-831,922
1920	359	0	0	0	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	359	0	0	0
2020	322,000	900,000	780,982	780,982	-119,018
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	322,000	900,000	780,982	-119,018
<b>TYPE: R SUBTOTAL</b>	<b>3,402,743</b>	<b>4,280,929</b>	<b>3,329,989</b>	<b>3,329,989</b>	<b>-950,940</b>

# Community Development Services

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 35 CDA - ADMINISTRATION & FINANCE

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	2,243,480	2,599,063	2,152,094	2,152,094	-446,969
3001	TEMPORARY EMPLOYEES	25,580	15,500	21,000	21,000	5,500
3002	OVERTIME	15,000	15,000	31,900	31,900	16,900
3004	OTHER COMPENSATION	93,114	84,228	23,500	23,500	-60,728
3020	RETIREMENT EMPLOYER SHARE	458,882	555,852	485,136	485,136	-70,716
3022	MEDI CARE EMPLOYER SHARE	32,005	38,433	31,173	31,173	-7,260
3040	HEALTH INSURANCE EMPLOYER	422,410	523,597	425,542	425,542	-98,055
3042	LONG TERM DISABILITY EMPLOYER	6,627	6,627	5,376	5,376	-1,251
3043	DEFERRED COMPENSATION EMPLOYER	9,985	9,985	10,451	10,451	466
3046	RETIREE HEALTH: DEFINED	41,382	41,382	41,687	41,687	305
3060	WORKERS' COMPENSATION EMPLOYER	28,297	28,297	35,037	35,037	6,740
3080	FLEXIBLE BENEFITS	12,681	12,681	6,130	6,130	-6,551
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>3,389,443</b>	<b>3,930,645</b>	<b>3,269,026</b>	<b>3,269,026</b>	<b>-661,619</b>
4041	COUNTY PASS THRU TELEPHONE CHARGES	500	750	500	500	-250
4080	HOUSEHOLD EXPENSE	59	0	0	0	0
4100	INSURANCE: PREMIUM	19,933	19,933	13,517	13,517	-6,416
4144	MAINT: COMPUTER	8,800	8,800	9,600	9,600	800
4220	MEMBERSHIPS	3,741	3,791	2,619	2,619	-1,172
4260	OFFICE EXPENSE	70,000	81,000	72,461	72,461	-8,539
4261	POSTAGE	22,000	22,000	22,000	22,000	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	240	240	240	240	0
4264	BOOKS / MANUALS	125	125	115	115	-10
4266	PRINTING / DUPLICATING SERVICES	750	500	750	750	250
4300	PROFESSIONAL & SPECIALIZED SERVICES	345,475	951,818	788,807	788,807	-163,011
4400	PUBLICATION & LEGAL NOTICES	1,500	1,500	1,500	1,500	0
4420	RENT & LEASE: EQUIPMENT	98,000	105,000	98,000	98,000	-7,000
4440	RENT & LEASE: BUILDING &	200	750	500	500	-250
4461	EQUIP: MINOR	9,491	9,491	8,981	8,981	-510
4462	EQUIP: COMPUTER	34,425	35,425	51,995	51,995	16,570
4463	EQUIP: TELEPHONE & RADIO	500	50	200	200	150
4503	STAFF DEVELOPMENT	7,950	7,950	16,076	16,076	8,126
4529	SOFTWARE LICENSE	15,100	15,100	19,640	19,640	4,540
4600	TRANSPORTATION & TRAVEL	2,100	2,100	5,174	5,174	3,074
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	100	0	0	0	0
4605	RENT & LEASE: VEHICLE	6,050	6,043	7,382	7,382	1,339
4606	FUEL PURCHASES	2,000	0	0	0	0
4608	HOTEL ACCOMMODATIONS	2,000	2,000	1,900	1,900	-100
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>651,039</b>	<b>1,274,366</b>	<b>1,121,957</b>	<b>1,121,957</b>	<b>-152,409</b>
7200	INTRAFUND TRANSFERS: ONLY GENERAL	542,843	542,843	99,376	99,376	-443,467
7223	INTRAFND: MAIL SERVICE	16,854	16,854	20,372	20,372	3,518
7224	INTRAFND: STORES SUPPORT	4,679	4,679	6,701	6,701	2,022
7231	INTRAFND: IS PROGRAMMING SUPPORT	165,000	165,000	100,000	100,000	-65,000
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>729,376</b>	<b>729,376</b>	<b>226,449</b>	<b>226,449</b>	<b>-502,927</b>
7350	INTRFND ABATEMENTS: GF ONLY	-1,579,634	-1,653,458	-1,287,443	-1,287,443	366,015
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	<b>-1,579,634</b>	<b>-1,653,458</b>	<b>-1,287,443</b>	<b>-1,287,443</b>	<b>366,015</b>
<b>TYPE: E SUBTOTAL</b>		<b>3,190,224</b>	<b>4,280,929</b>	<b>3,329,989</b>	<b>3,329,989</b>	<b>-950,940</b>
<b>FUND TYPE:</b>	<b>10 SUBTOTAL</b>	<b>-212,519</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>DEPARTMENT:</b>	<b>35 SUBTOTAL</b>	<b>-212,519</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Administration & Finance

RECOMMENDED BUDGET • FY 2017 - 18

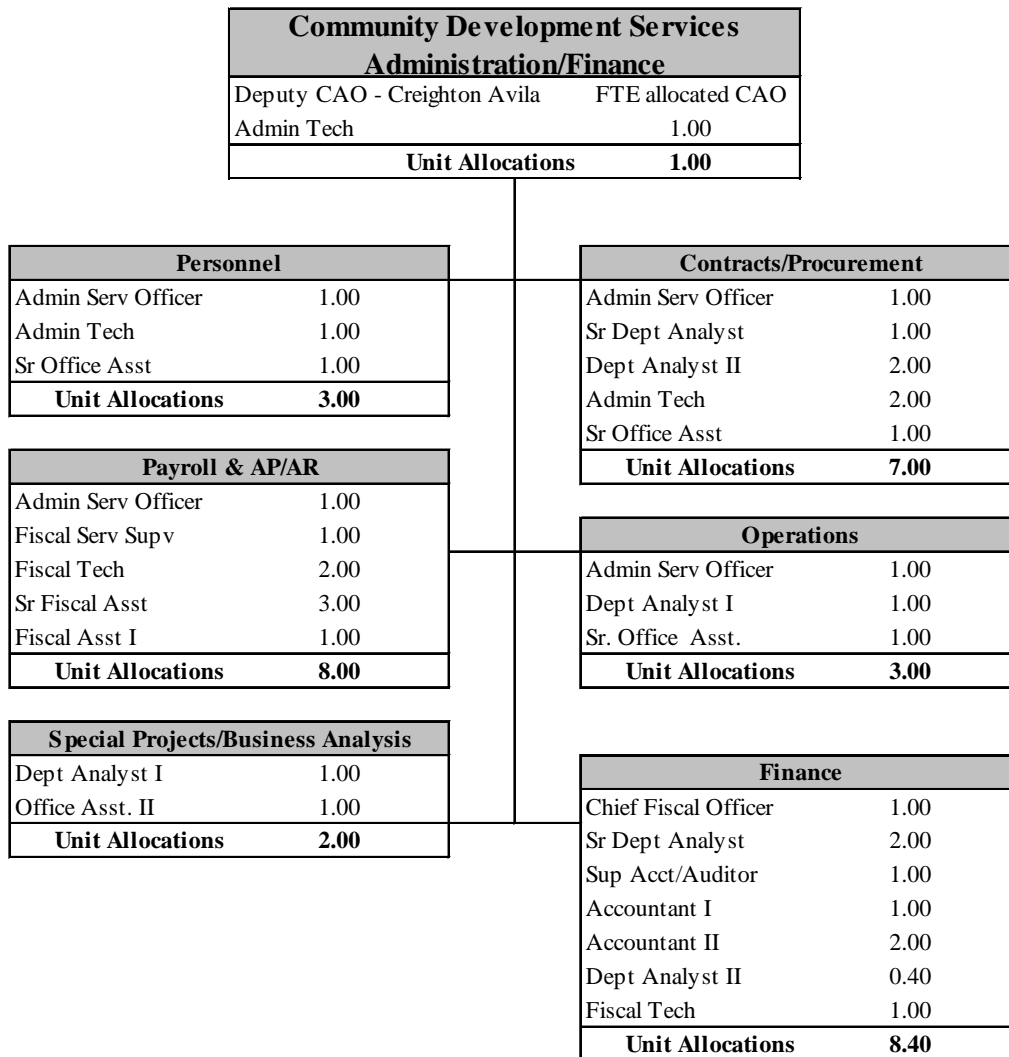
## PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recommended	Diff from Adjusted
Director Community Development Agency	1.00	-	-	(1.00)
Accountant I/II	2.00	3.00	3.00	1.00
Administrative Secretary	1.00	-	-	(1.00)
Administrative Services Officer	5.00	4.00	4.00	(1.00)
Administrative Technician	5.00	4.00	4.00	(1.00)
Asst Dir of Admin/Fin	1.00	1.00	-	(1.00)
Chief Fiscal Officer	1.00	1.00	1.00	-
Dept Analyst I/II	4.40	4.40	4.40	-
Fiscal Asst I/II	1.00	1.00	1.00	-
Fiscal Svcs Supv	1.00	1.00	1.00	-
Fiscal Tech	3.00	3.00	3.00	-
Office Asst II	-	1.00	1.00	1.00
Sr. Acct	1.00	-	-	(1.00)
Sr. Dept Analyst	4.00	3.00	3.00	(1.00)
Sr. Fiscal Asst	3.00	3.00	3.00	-
Sr. Office Asst	2.00	3.00	3.00	1.00
Supv Acct /Auditor	1.00	1.00	1.00	-
<b>Department Total</b>	<b>36.40</b>	<b>33.40</b>	<b>32.40</b>	<b>(4.00)</b>

# Community Development Services

## RECOMMENDED BUDGET • FY 2017 - 18

### ORGANIZATIONAL CHART



**Admin and Finance Allocations**  
**32.40**



# Environmental Management

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The mission of the Environmental Management Department is to protect, preserve and enhance the public health, safety, and the environment through a balanced program of environmental monitoring and enforcement, innovative leadership, community education, customer service, and emergency response for the citizens of and visitors to the County of El Dorado.

### DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Taxes	\$ 372,451	\$ 310,531	\$ 402,700	\$ 402,700	\$ 92,169	30%
Licenses, Permits	\$ 1,153,188	\$ 1,022,468	\$ 1,099,759	\$ 1,099,759	\$ 77,291	8%
Fine, Forfeiture & Penalties	\$ 20,907	\$ 6,417	\$ 10,360	\$ 10,360	\$ 3,943	61%
Use of Money & Property	\$ 44,092	\$ 30,142	\$ 54,199	\$ 54,199	\$ 24,057	80%
State	\$ 113,562	\$ 442,327	\$ 199,545	\$ 199,545	\$ (242,782)	-55%
Federal	\$ 6,281	\$ 75,000	\$ 24,028	\$ 24,028	\$ (50,972)	-68%
Other Governmental Agencies	\$ 5,393	\$ 3,000	\$ 5,620	\$ 5,620	\$ 2,620	87%
Charges for Service	\$ 3,911,358	\$ 4,239,780	\$ 4,030,325	\$ 4,030,325	\$ (209,455)	-5%
Miscellaneous	\$ 4,282	\$ -	\$ -	\$ -	\$ -	0%
Other Financing Sources	\$ 680,638	\$ 1,030,198	\$ 1,158,041	\$ 1,158,041	\$ 127,843	12%
Use of Fund Balance	\$ -	\$ 6,232,763	\$ 3,298,542	\$ 3,298,542	\$ (2,934,221)	-47%
<b>Total Revenue</b>	<b>\$ 6,312,152</b>	<b>\$ 13,392,626</b>	<b>\$ 10,283,119</b>	<b>\$ 10,283,119</b>	<b>\$ (3,109,507)</b>	<b>-23%</b>
Salaries and Benefits	\$ 2,983,285	\$ 3,674,790	\$ 3,709,212	\$ 3,709,212	\$ 34,422	1%
Services & Supplies	\$ 1,216,559	\$ 2,802,336	\$ 2,635,051	\$ 2,635,051	\$ (167,285)	-6%
Other Charges	\$ 1,066,677	\$ 1,635,474	\$ 1,407,954	\$ 1,407,954	\$ (227,520)	-14%
Fixed Assets	\$ 122,815	\$ 227,000	\$ 245,410	\$ 245,410	\$ 18,410	8%
Other Financing Uses	\$ 625,254	\$ 1,785,337	\$ 1,723,339	\$ 1,723,339	\$ (61,998)	-3%
Intrafund Transfers	\$ 549,087	\$ 1,100,945	\$ 765,127	\$ 765,127	\$ (335,818)	-31%
Intrafund Abatement	\$ (317,838)	\$ (806,218)	\$ (493,889)	\$ (493,889)	\$ 312,329	-39%
Appropriation for Contingencies	\$ -	\$ 28,927	\$ 227,915	\$ 227,915	\$ 198,988	688%
Designations of Fund Balance	\$ -	\$ 2,944,035	\$ 63,000	\$ 63,000	\$ (2,881,035)	-98%
<b>Total Appropriations</b>	<b>\$ 6,245,839</b>	<b>\$ 13,392,626</b>	<b>\$ 10,283,119</b>	<b>\$ 10,283,119</b>	<b>\$ (3,109,507)</b>	<b>-23%</b>
<b>Net County Cost</b>	<b>(66,313)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
FTEs	32.0	30.5	30.0	30.0	(0.5)	-2%

### MAJOR BUDGET CHANGES

#### Revenue for General Fund Programs

- \$109,372 Increases in Permit revenues based on recent activity, primarily in construction and food facility permits.
- (\$167,629) Decrease in Other Charges primarily due to reduced staff charges to CSA #3 and CSA #10 from department programs that are located in General Fund.
- \$119,371 Increase in Operating Transfers from CSA #10 Solid Waste fund balance to offset General Fund cost.

# Environmental Management

## RECOMMENDED BUDGET • FY 2017 - 18

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### Revenue for Special Revenue Fund Programs

- \$92,169 Increase in Property Tax revenues to CSA #3 and CSA #10 programs.
- (\$242,782) State funding for grants has decreased due to one-time monies being used in FY 2016-17.

### *Use of Fund Balance*

- (\$2,934,221) Decrease primarily related to the one-time designation of fund balance in FY 2016-17 related to the Union Mine closure/post closure costs.

### Appropriations for General Fund Programs

#### *Salaries and Benefits*

- \$126,306 Increase due primarily to a shift in staff allocation within the Environmental Management Department, to better reflect the staffing based on the programs that employees are charging their work. The increase is offset by a reduction in staff costs in CSA #3 and CSA #10.

#### *Other Charges*

- (\$62,436) Decrease due primarily to reduced staff charges from CSA #3 and CSA #10.

### Appropriations for Special Revenue Programs

#### *Salaries and Benefits*

- (\$91,884) Decrease primarily due to reduced budget for Temporary Employees.

#### *Services and Supplies*

- (\$124,283) Decrease primarily due to a reduction in budgeted expense for maintenance of equipment and grounds. The decrease is based on anticipated need and an analysis of historical trend data.

#### *Other Charges*

- (\$165,084) Decrease due primarily to a reduction in Interfund staff charges to CSA #3 and CSA #10 programs, due to the shift in staff allocations to General Fund programs.

### *Designation of Fund Balance*

- (\$2,881,035) Decrease related to the one-time designation of fund balance in FY 2016-17 related to the Union Mine closure/post closure costs.

## PROGRAM SUMMARIES

### Environmental Management

#### *Administration/General Support*

The Environmental Management Department Administration/General Support unit provides executive leadership and oversight for the Environmental Management Department. Revenue for this program comes from CSA#10 Solid Waste funds and through charges to other EMD programs for staff time.

#### *South Lake Tahoe Vector Control (CSA #3)*

The SLT Vector Control program carries out activities for the control of mosquitoes, plague, Hantavirus, and yellow jackets in the South Lake Tahoe Basin. Program revenue is largely derived from ad valorem taxes and from special tax assessments on improved property.

#### *South Lake Tahoe City Snow Removal (CSA #3)*

This is a pass thru to the City of South Lake Tahoe. Special tax assessment fees have been levied against properties within the incorporated area of South Lake Tahoe to fund city snow removal services. These assessments are collected by the County and passed on to the City.

#### *Solid Waste (CSA #10)*

The Solid Waste program implements the Integrated Waste Management Plan (AB939), administers solid waste contracts and franchise agreements, implements the Construction and Demolition Ordinance (C&D), operates Union Mine Landfill, and provides regulatory services at other landfill sites. This program promotes various recycling programs through grants including used oil and bottle recycling, used tire collection and disposal, household hazardous waste disposal, and e-waste recycling. This program includes the West Slope Litter Abatement wherein activities include removal of roadside litter, solid waste complaints, procurement of grants and contracts to fund litter abatement activities, and prosecution of litter or illegal dumping violations.

This program includes collection of a designated special assessment for the Clean Tahoe Program (pass through) which provides for litter pickup and control in the unincorporated area of the South Lake Tahoe Basin.

Revenue generated in this program is from special assessments on improved parcels, funding from the Transportation Department for roadside litter abatement, and charges to other EMD programs for staff time. There are several one-time funding sources identified within the solid waste program that are grant funded programs. Appropriations associated with these grants are also one time in nature. In FY2016-17 there is a pass-thru of garbage franchise fee revenue to Long Range planning for work on the trash amendment of the County's stormwater program.

#### *Household Hazardous Waste/Incident Response (CSA #10)*

The Household Hazardous Waste program administers the countywide household hazardous waste collection and disposal program, including activities that promote education and safe recycling related to used and re-refined oil, as well as recycling of computers and other electronic equipment. The program operates the hazardous materials incident response team, which has been expanded to include response to



# Environmental Management

## RECOMMENDED BUDGET • FY 2017 - 18

incidents involving household hazardous waste and functions as the County's first responder to all hazards emergencies. Program revenue is from special assessments on improved parcels within the County, as well as a one-time transfer for civil penalty funds for a Smith Hazmat Elite chemical identifier.

### *Liquid Waste (CSA #10)*

The Liquid Waste program operates the Union Mine Wastewater Treatment Facility. This facility annually accepts and processes up to 3.8 million gallons of septic tank waste (septage), portable toilet waste, and leachate generated from the Union Mine Landfill. The facility is comprised of a 2 million gallon Class II surface impoundment for the collection of leachate, a receiving station for septage and portable toilet waste haulers, two 500,000 gallon aerobic digesters, two 2 million gallon storage tanks for holding processed wastewater, two high speed centrifuges for the processing of solids, and a multitude of pumps, blowers and other equipment necessary to receive, process, store and discharge the liquid wastes received by the facility. Revenue generated in this program is from special assessments on improved parcels (ongoing) and charges for services for disposal of septage at the Union Mine Wastewater Treatment Facility (variable depending on usage).

### *Environmental Health*

The Environmental Health program is responsible for ensuring countywide compliance with applicable state laws, regulations, and County Ordinances concerning many fundamental public health issues, such as food facilities, public swimming pools/spas, wells, small water systems and septic systems. This program participates in epidemiological investigation and emerging pathogen response such as norovirus outbreaks and West Nile Virus. Small components of the program activities relate to the reduction in mosquito breeding sources on the West Slope that may impose a threat of West Nile Virus and other diseases carried by mosquitoes and addressing solid waste complaints. Revenue generated in this program is a result of assessments, health permits, land use permits, realignment distribution, and charges to other EMD programs for staff time.

### *Hazardous Materials - CUPA*

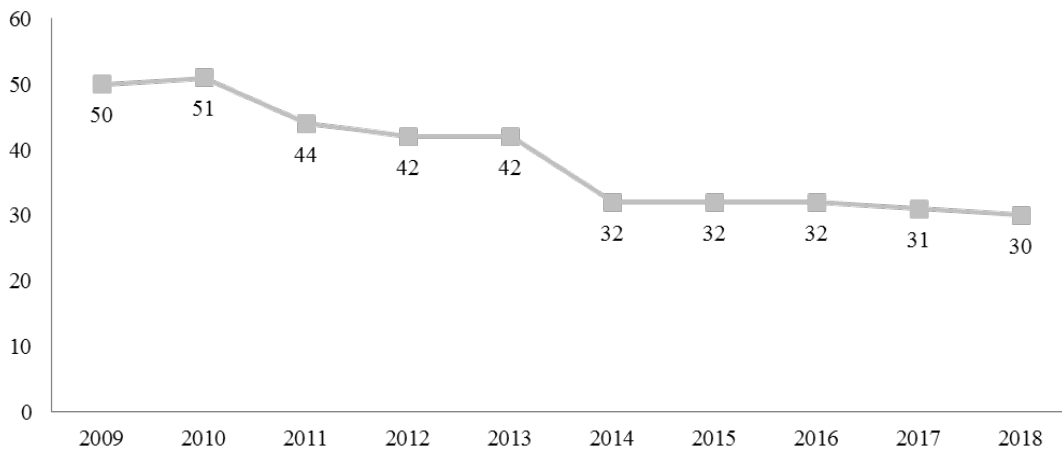
The Hazardous Materials/CUPA program administers and implements the State mandated Certified Unified Program Agency (CUPA) program for commercial facilities that store hazardous materials countywide. Activities include underground and above ground storage tank inspections, hazardous materials and hazardous waste management, response to hazardous materials release incidents at fixed facilities, and support for Air Quality Management District related activities. Revenue generated in this program is a result of facility permits and business plans related to the program components, a transfer of civil penalty funds, and charges to other EMD programs for staff time.

## BUDGET SUMMARY BY PROGRAM

	<b>Appropriations</b>	<b>Revenues</b>	<b>Net County Cost</b>	<b>Staffing</b>
Administration/General Support - General Fund	\$ 443,114	\$ 932,990	\$ (489,876)	2
Environmental Health - General Fund	\$ 2,206,141	\$ 1,716,265	\$ 489,876	11
South Lake Tahoe Vector Control (CSA #3)	\$ 542,380	\$ 542,380	\$ -	3
South Lake Tahoe City Snow Removal (CSA #3)	\$ 235,000	\$ 235,000	\$ -	0
Household Hazardous Waste/Solid Waste (CSA #10)	\$ 5,795,191	\$ 5,795,191	\$ -	11
Liquid Waste (CSA #10)	\$ 1,061,293	\$ 1,061,293	\$ -	3
<b>Total</b>	<b>\$ 10,283,119</b>	<b>\$10,283,119</b>	<b>\$ -</b>	<b>30</b>

### STAFFING TREND

Staffing for the Environmental Management Department has decreased over the past several years and has averaged 40.0 FTEs over the last 10 years. The Air Quality Management District was moved out of Environmental Management, which accounts for the reduction of 7.0 FTEs in 2011. A total of 7.0 Administration staff was moved from Environmental Management to the Community Development Agency Administration and Finance Division in 2014. An unfunded and vacant Senior Office Assistant position (.5 of an FTE) is recommended to be eliminated in FY 2017-18. Therefore, the recommended staff allocation for FY 2017-18 is 30 FTEs.



### RECOMMENDED BUDGET

The Budget for General Fund operations in the Environmental Management is recommended at \$2,649,255. This represents an overall decrease of \$3,886 (0.1%) in revenues and a decrease of \$3,886 (.1%) in appropriations when compared to the FY 2016-17 Adopted Budget.

The Budget for Special Revenue Fund operations in the Environmental Management is recommended at \$7,633,864. This represents an overall decrease of \$3,105,621 (29%) in revenues and a decrease of \$3,105,621 (29%) in appropriations.

This decrease is primarily due to two reasons. First in FY 2016-17, the department budgeted for costs associated with the Union Mine closure/post closure of approximately \$2.3 million, which is not budgeted for in FY 2017-18. Second, there is less use of fund balance by the CSA # 10 solid waste program of approximately \$891,000. The program has been spending down its fund balance for different solid waste projects and staffing. New funding from solid waste franchise fees have been budgeted for other land use projects (e.g. the implementation of the new land use system) and have not been replenishing the Solid Waste fund, which has caused the department to increase its use. A discussion has begun about the future of the solid waste franchise fees and the need for funding for future projects outlined in the Solid Waste Management Plan.

#### CAO Adjustments

There are no CAO adjustments recommended for FY 2017-18.

# Environmental Management

## RECOMMENDED BUDGET • FY 2017 - 18

### Sources & Uses of Funds

The Environmental Management Department General Fund program does not have a Net County Cost, which means that revenues other than discretionary tax dollars are used to operate the programs (e.g. fees, licenses, permits, Federal and State revenues help to operate the programs). This represents a status quo budget.

The Environmental Management Department Special Revenue Fund programs do not have a Net County Cost, which means that revenues other than discretionary tax dollars are used to operate the programs (e.g. fees, licenses, permits, Federal and State revenues help to operate the programs).

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 42 ENVIRONMENTAL MANAGEMENT

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0220	PERMIT: CONSTRUCTION	185,472	160,350	200,472	200,472	40,122
0260	OTHER LICENSE & PERMITS	21,016	15,267	16,464	16,464	1,197
0263	PERMIT: UNDERGROUND STORAGE TANK	123,084	98,695	109,224	109,224	10,529
0265	PERMIT: HEALTH	17,657	17,503	24,600	24,600	7,097
0267	PERMIT: FOOD FACILITY	464,378	395,721	449,108	449,108	53,387
0268	PERMIT: POOL & SPA	103,294	102,973	114,964	114,964	11,991
0269	PERMIT: WATER SYSTEM	71,601	61,291	71,340	71,340	10,049
0270	PERMIT: WELL	39,000	39,000	14,000	14,000	-25,000
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	1,025,502	890,800	1,000,172	1,000,172	109,372
1060	FED: FEMA - EMERGENCY MANAGEMENT	682	0	0	0	0
1100	FED: OTHER	75,000	75,000	10,000	10,000	-65,000
<b>CLASS: 10</b>	<b>REV: FEDERAL</b>	75,682	75,000	10,000	10,000	-65,000
1310	SPECIAL ASSESSMENTS	94,760	89,900	94,760	94,760	4,860
1401	PLAN & ENG: FEES	34,927	34,927	20,000	20,000	-14,927
1661	SANITATION: WATER SAMPLING	100	100	100	100	0
1662	SANITATION: LOAN CERTIFICATION	3,000	3,000	3,000	3,000	0
1663	SANITATION: BUSINESS PLANS	190,234	190,234	206,640	206,640	16,406
1740	CHARGES FOR SERVICES	9,000	9,000	9,000	9,000	0
1765	EID - EL DORADO IRRIGATION DISTRICT	480	0	480	480	480
1800	INTERFND REV: SERVICE BETWEEN FUND	499,982	499,982	325,534	325,534	-174,448
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	832,483	827,143	659,514	659,514	-167,629
1940	MISC: REVENUE	568	0	0	0	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	568	0	0	0	0
2020	OPERATING TRANSFERS IN	477,131	633,669	777,770	777,770	144,101
2027	OPERATING TRSNF IN: SALES TAX	226,529	226,529	201,799	201,799	-24,730
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	703,660	860,198	979,569	979,569	119,371
<b>TYPE: R SUBTOTAL</b>		2,637,895	2,653,141	2,649,255	2,649,255	-3,886

# Environmental Management

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 42 ENVIRONMENTAL MANAGEMENT

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	1,151,113	1,145,616	1,206,058	1,206,058	60,442
3001	TEMPORARY EMPLOYEES	23,034	36,000	51,000	51,000	15,000
3002	OVERTIME	15,793	11,000	16,000	16,000	5,000
3003	STANDBY PAY	4,911	0	7,500	7,500	7,500
3004	OTHER COMPENSATION	16,913	13,570	3,720	3,720	-9,850
3005	TAHOE DIFFERENTIAL	7,229	7,200	6,642	6,642	-558
3007	HAZARD PAY	7,302	7,375	0	0	-7,375
3020	RETIREMENT EMPLOYER SHARE	254,217	259,615	262,824	262,824	3,209
3022	MEDI CARE EMPLOYER SHARE	19,188	17,164	17,488	17,488	324
3040	HEALTH INSURANCE EMPLOYER	225,749	201,488	255,235	255,235	53,747
3042	LONG TERM DISABILITY EMPLOYER	2,939	2,939	2,999	2,999	60
3043	DEFERRED COMPENSATION EMPLOYER	4,637	4,637	4,632	4,632	-5
3046	RETIREE HEALTH: DEFINED	17,021	17,021	19,081	19,081	2,060
3060	WORKERS' COMPENSATION EMPLOYER	121,401	121,401	118,153	118,153	-3,248
3080	FLEXIBLE BENEFITS	6,000	6,000	6,000	6,000	0
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>1,877,447</b>	<b>1,851,026</b>	<b>1,977,332</b>	<b>1,977,332</b>	<b>126,306</b>
4000	AGRICULTURE	2,500	2,500	2,500	2,500	0
4020	CLOTHING & PERSONAL SUPPLIES	100	0	100	100	100
4040	TELEPHONE COMPANY VENDOR	1,956	2,150	1,131	1,131	-1,019
4041	COUNTY PASS THRU TELEPHONE CHARGES	620	1,240	860	860	-380
4080	HOUSEHOLD EXPENSE	400	450	1,450	1,450	1,000
4082	HOUSEHOLD EXP: OTHER	125	250	125	125	-125
4086	JANITORIAL / CUSTODIAL SERVICES	1,000	0	0	0	0
4100	INSURANCE: PREMIUM	9,241	9,241	7,053	7,053	-2,188
4140	MAINT: EQUIPMENT	300	300	300	300	0
4144	MAINT: COMPUTER	44,470	44,470	43,670	43,670	-800
4160	VEH MAINT: SERVICE CONTRACT	1,000	0	0	0	0
4162	VEH MAINT: SUPPLIES	150	250	0	0	-250
4164	VEH MAINT: TIRE & TUBES	0	250	0	0	-250
4200	MEDICAL, DENTAL & LABORATORY	655	1,175	997	997	-178
4220	MEMBERSHIPS	2,761	2,653	2,339	2,339	-314
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	2,808	2,068	2,526	2,526	458
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	238	506	238	238	-268
4264	BOOKS / MANUALS	500	600	500	500	-100
4266	PRINTING / DUPLICATING SERVICES	542	400	600	600	200
4300	PROFESSIONAL & SPECIALIZED SERVICES	4,866	9,000	4,502	4,502	-4,498
4324	MEDICAL, DENTAL, LAB & AMBULANCE SRV	1,002	1,500	1,002	1,002	-498
4400	PUBLICATION & LEGAL NOTICES	75	150	75	75	-75
4440	RENT & LEASE: BUILDING &	18,833	18,833	18,833	18,833	0
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	825	950	725	725	-225
4461	EQUIP: MINOR	2,250	3,000	2,100	2,100	-900

# Environmental Management

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 42 ENVIRONMENTAL MANAGEMENT

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4463 EQUIP: TELEPHONE & RADIO	450	450	450	450	0
4500 SPECIAL DEPT EXPENSE	1,219	2,100	750	750	-1,350
4502 EDUCATIONAL MATERIALS	3,250	3,250	3,250	3,250	0
4503 STAFF DEVELOPMENT	31,790	35,000	10,900	10,900	-24,100
4507 FIRE & SAFETY SUPPLIES	622	1,000	622	622	-378
4529 SOFTWARE LICENSE	0	0	945	945	945
4600 TRANSPORTATION & TRAVEL	8,051	12,500	10,500	10,500	-2,000
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	250	500	300	300	-200
4605 RENT & LEASE: VEHICLE	44,709	38,545	38,536	38,536	-9
4606 FUEL PURCHASES	18,155	19,900	17,250	17,250	-2,650
4608 HOTEL ACCOMMODATIONS	3,950	7,200	3,250	3,250	-3,950
4620 UTILITIES	1,000	0	1,000	1,000	1,000
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>210,663</b>	<b>222,381</b>	<b>179,379</b>	<b>179,379</b>	<b>-43,002</b>
5300 INTERFND: SERVICE BETWEEN FUND	285,856	288,104	225,668	225,668	-62,436
5330 INTERFND: ALLOCATED	4,532	0	0	0	0
<b>CLASS: 50 OTHER CHARGES</b>	<b>290,388</b>	<b>288,104</b>	<b>225,668</b>	<b>225,668</b>	<b>-62,436</b>
7200 INTRAFUND TRANSFERS: ONLY GENERAL	326,187	357,635	306,048	306,048	-51,587
7210 INTRAFND: COLLECTIONS	251	0	0	0	0
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>326,438</b>	<b>357,635</b>	<b>306,048</b>	<b>306,048</b>	<b>-51,587</b>
7350 INTRFND ABATEMENTS: GF ONLY	-67,041	-66,005	-39,172	-39,172	26,833
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	<b>-67,041</b>	<b>-66,005</b>	<b>-39,172</b>	<b>-39,172</b>	<b>26,833</b>
<b>TYPE: E SUBTOTAL</b>	<b>2,637,895</b>	<b>2,653,141</b>	<b>2,649,255</b>	<b>2,649,255</b>	<b>-3,886</b>
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Environmental Management

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 42 ENVIRONMENTAL MANAGEMENT

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0100	PROP TAX: CURR SECURED	372,000	301,376	386,300	386,300	84,924
0110	PROP TAX: CURR UNSECURED	7,800	7,660	8,400	8,400	740
0120	PROP TAX: PRIOR SECURED	-140	0	0	0	0
0130	PROP TAX: PRIOR UNSECURED	-44	0	0	0	0
0140	PROP TAX: SUPP CURRENT	4,600	202	4,900	4,900	4,698
0150	PROP TAX: SUPP PRIOR	2,200	646	2,400	2,400	1,754
0174	TAX: TIMBER YIELD	700	647	700	700	53
<b>CLASS: 01</b>	<b>REV: TAXES</b>	387,116	310,531	402,700	402,700	92,169
0220	PERMIT: CONSTRUCTION	2,952	0	0	0	0
0251	FRANCHISE: GARBAGE	75,000	131,668	99,587	99,587	-32,081
0260	OTHER LICENSE & PERMITS	5,761	0	0	0	0
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	83,713	131,668	99,587	99,587	-32,081
0360	PENALTY & COST DELINQUENT TAXES	16,360	6,417	10,360	10,360	3,943
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp;</b>	16,360	6,417	10,360	10,360	3,943
0400	REV: INTEREST	62,637	30,142	54,199	54,199	24,057
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	62,637	30,142	54,199	54,199	24,057
0820	ST: HOMEOWNER PROP TAX RELIEF	3,800	3,800	4,100	4,100	300
0880	ST: OTHER	270,323	438,527	195,445	195,445	-243,082
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	274,123	442,327	199,545	199,545	-242,782
1100	FED: OTHER	26,645	0	14,028	14,028	14,028
<b>CLASS: 10</b>	<b>REV: FEDERAL</b>	26,645	0	14,028	14,028	14,028
1200	REV: OTHER GOVERNMENTAL AGENCIES	5,620	3,000	5,620	5,620	2,620
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	5,620	3,000	5,620	5,620	2,620
1310	SPECIAL ASSESSMENTS	2,505,417	2,498,533	2,506,424	2,506,424	7,891
1401	PLAN & ENG: FEES	310,000	310,000	310,000	310,000	0
1660	SANITATION: GARBAGE BILLING	250,000	200,000	220,000	220,000	20,000
1753	ERR - EMERGENCY RESPONSE RECOVERY	2,950	2,500	0	0	-2,500
1800	INTERFND REV: SERVICE BETWEEN FUND	398,604	401,604	334,387	334,387	-67,217
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	3,466,971	3,412,637	3,370,811	3,370,811	-41,826
2000	SALE FIXED ASSETS	2,500	0	0	0	0
2020	OPERATING TRANSFERS IN	170,000	170,000	178,472	178,472	8,472
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	172,500	170,000	178,472	178,472	8,472
0001	FUND BALANCE	4,623,771	6,232,763	3,298,542	3,298,542	-2,934,221
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	4,623,771	6,232,763	3,298,542	3,298,542	-2,934,221
<b>TYPE: R SUBTOTAL</b>		9,119,456	10,739,485	7,633,864	7,633,864	-3,105,621
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	874,720	979,387	1,001,880	1,001,880	22,493
3001	TEMPORARY EMPLOYEES	117,148	165,000	85,900	85,900	-79,100
3002	OVERTIME	17,909	30,400	73,300	73,300	42,900
3003	STANDBY PAY	1,104	0	1,500	1,500	1,500
3004	OTHER COMPENSATION	4,826	5,460	5,420	5,420	-40
3005	TAHOE DIFFERENTIAL	2,975	3,600	4,800	4,800	1,200
3020	RETIREMENT EMPLOYER SHARE	184,236	210,729	202,978	202,978	-7,751
3022	MEDI CARE EMPLOYER SHARE	12,922	14,629	14,569	14,569	-60
3040	HEALTH INSURANCE EMPLOYER	212,394	292,349	218,634	218,634	-73,715
3042	LONG TERM DISABILITY EMPLOYER	2,511	2,511	2,499	2,499	-12
3043	DEFERRED COMPENSATION EMPLOYER	400	400	400	400	0
3046	RETIREE HEALTH: DEFINED	14,550	14,550	15,849	15,849	1,299
3060	WORKERS' COMPENSATION EMPLOYER	104,749	104,749	98,151	98,151	-6,598
3080	FLEXIBLE BENEFITS	0	0	6,000	6,000	6,000
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	1,550,444	1,823,764	1,731,880	1,731,880	-91,884

# Environmental Management

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 42 ENVIRONMENTAL MANAGEMENT

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4000	AGRICULTURE	17,792	12,700	17,792	17,792	5,092
4020	CLOTHING & PERSONAL SUPPLIES	10,204	18,700	5,719	5,719	-12,981
4040	TELEPHONE COMPANY VENDOR	2,867	2,991	3,151	3,151	160
4041	COUNTY PASS THRU TELEPHONE CHARGES	120	120	120	120	0
4080	HOUSEHOLD EXPENSE	6,700	7,700	6,658	6,658	-1,042
4083	LAUNDRY	4,325	5,200	4,325	4,325	-875
4085	REFUSE DISPOSAL	1,819	1,969	1,920	1,920	-49
4100	INSURANCE: PREMIUM	8,264	8,264	5,667	5,667	-2,597
4140	MAINT: EQUIPMENT	168,550	172,100	78,550	78,550	-93,550
4141	MAINT: OFFICE EQUIPMENT	0	150	0	0	-150
4144	MAINT: COMPUTER	2,800	1,500	7,400	7,400	5,900
4145	MAINTENANCE: EQUIPMENT PARTS	45,928	129,300	58,620	58,620	-70,680
4160	VEH MAINT: SERVICE CONTRACT	550	1,000	500	500	-500
4161	VEH MAINT: PARTS DIRECT CHARGE	500	3,250	500	500	-2,750
4162	VEH MAINT: SUPPLIES	600	1,950	500	500	-1,450
4164	VEH MAINT: TIRE & TUBES	1,100	3,100	100	100	-3,000
4165	VEH MAINT: OIL & GREASE	550	1,100	400	400	-700
4180	MAINT: BUILDING & IMPROVEMENTS	14,650	18,000	34,330	34,330	16,330
4183	MAINT: GROUNDS	211,750	213,000	21,750	21,750	-191,250
4195	MAINTENANCE: TREATMENT PLANT 1	20,000	20,000	20,000	20,000	0
4197	MAINTENANCE BUILDING: SUPPLIES	7,900	12,200	17,200	17,200	5,000
4200	MEDICAL, DENTAL & LABORATORY	6,027	4,400	6,275	6,275	1,875
4220	MEMBERSHIPS	8,133	8,133	8,799	8,799	666
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	7,299	7,299	6,970	6,970	-329
4262	SOFTWARE	50,000	50,000	45,894	45,894	-4,106
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	150	150	150	150	0
4264	BOOKS / MANUALS	1,100	550	1,100	1,100	550
4266	PRINTING / DUPLICATING SERVICES	5,822	11,500	10,500	10,500	-1,000
4300	PROFESSIONAL & SPECIALIZED SERVICES	726,786	1,114,707	1,372,313	1,372,313	257,606
4313	LEGAL SERVICES	712	0	0	0	0
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	3,375	6,750	4,375	4,375	-2,375
4334	FIRE PREVENTION & INSPECTION	4,000	5,500	4,000	4,000	-1,500
4337	OTHER GOVERNMENTAL AGENCIES	95,550	92,550	136,000	136,000	43,450
4400	PUBLICATION & LEGAL NOTICES	9,875	13,700	14,975	14,975	1,275
4420	RENT & LEASE: EQUIPMENT	12,500	15,000	12,500	12,500	-2,500
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	13,117	23,700	14,109	14,109	-9,591
4461	EQUIP: MINOR	45,100	45,750	70,600	70,600	24,850
4462	EQUIP: COMPUTER	6,600	2,200	5,215	5,215	3,015
4463	EQUIP: TELEPHONE & RADIO	600	100	100	100	0
4500	SPECIAL DEPT EXPENSE	126,949	173,772	82,042	82,042	-91,730
4502	EDUCATIONAL MATERIALS	27,375	28,250	31,500	31,500	3,250
4503	STAFF DEVELOPMENT	11,102	17,850	29,000	29,000	11,150
4507	FIRE & SAFETY SUPPLIES	3,408	4,458	3,408	3,408	-1,050
4529	SOFTWARE LICENSE	0	0	2,880	2,880	2,880
4530	WATER TREATMENT CHEMICALS	35,000	35,000	35,000	35,000	0
4571	ROAD: SIGNS	2,112	4,000	3,120	3,120	-880
4600	TRANSPORTATION & TRAVEL	9,270	13,000	4,770	4,770	-8,230
4605	RENT & LEASE: VEHICLE	12,775	10,528	13,921	13,921	3,393
4606	FUEL PURCHASES	29,958	33,614	31,354	31,354	-2,260
4608	HOTEL ACCOMMODATIONS	5,600	8,200	2,600	2,600	-5,600
4620	UTILITIES	214,536	215,000	217,000	217,000	2,000
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>2,001,800</b>	<b>2,579,955</b>	<b>2,455,672</b>	<b>2,455,672</b>	<b>-124,283</b>

# Environmental Management

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 42 ENVIRONMENTAL MANAGEMENT

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
5180	TAX & ASSESSMENTS	2,000	3,500	2,000	2,000	-1,500
5240	CONTRIB: NON-CNTY GOVERNMENTAL	235,000	235,000	235,000	235,000	0
5300	INTERFND: SERVICE BETWEEN FUND	809,628	809,628	695,748	695,748	-113,880
5310	INTERFND: COUNTY COUNSEL	11,100	18,600	18,600	18,600	0
5330	INTERFND: ALLOCATED	229,332	280,642	230,938	230,938	-49,704
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	1,287,060	1,347,370	1,182,286	1,182,286	-165,084
6020	FIXED ASSET: BUILDING & IMPROVEMENTS	126,000	50,000	25,400	25,400	-24,600
6040	FIXED ASSET: EQUIPMENT	104,000	104,000	155,010	155,010	51,010
6045	FIXED ASSET: VEHICLES	73,000	73,000	65,000	65,000	-8,000
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	303,000	227,000	245,410	245,410	18,410
7000	OPERATING TRANSFERS OUT	985,364	1,785,337	1,723,339	1,723,339	-61,998
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	985,364	1,785,337	1,723,339	1,723,339	-61,998
7250	INTRAFND: NOT GEN FUND / SAME FUND	549,068	743,310	459,079	459,079	-284,231
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	549,068	743,310	459,079	459,079	-284,231
7350	INTRFND ABATEMENTS: GF ONLY	-887	-887	0	0	887
7380	INTRFND ABATEMENTS: NOT GENERAL	-500,428	-739,326	-454,717	-454,717	284,609
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-501,315	-740,213	-454,717	-454,717	285,496
7700	APPROPRIATION FOR CONTINGENCIES	0	28,927	227,915	227,915	198,988
<b>CLASS: 77</b>	<b>APPROPRIATION FOR</b>	0	28,927	227,915	227,915	198,988
7801	DESIGNATIONS OF FUND BALANCE	2,944,035	2,944,035	63,000	63,000	-2,881,035
<b>CLASS: 78</b>	<b>RESERVES: BUDGETARY ONLY</b>	2,944,035	2,944,035	63,000	63,000	-2,881,035
<b>TYPE: E SUBTOTAL</b>		9,119,456	10,739,485	7,633,864	7,633,864	-3,105,621
<b>FUND TYPE: 12</b>	<b>SUBTOTAL</b>	0	0	0	0	0
<b>DEPARTMENT: 42</b>	<b>SUBTOTAL</b>	0	0	0	0	0



# Environmental Management

RECOMMENDED BUDGET • FY 2017 - 18

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## PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recommended	Diff from Adjusted
Environmental Management Director	1.00	1.00	1.00	-
Dept Analyst I/II	1.00	1.00	1.00	-
Dev Aide I/II	2.00	2.00	2.00	-
Dev Tech I/II	2.00	2.00	2.00	-
Disposal Site Supv	1.00	1.00	1.00	-
Env Health Mgr	2.00	2.00	2.00	-
Env Health Spec I/II/Sr	7.00	7.00	7.00	-
Geologist	1.00	1.00	1.00	-
Haz Mat/Recycling Spec	2.00	2.00	2.00	-
Haz Mat/Recycling Tech	1.00	1.00	1.00	-
Solid Waste Tech	2.00	2.00	2.00	-
Sr. Office Asst	0.50	-	-	(0.50)
Supv Env Health Spec	3.00	3.00	3.00	-
Supv Waste Specialist	1.00	1.00	1.00	-
Vector Control Technician II (Limited Term)	2.00	2.00	2.00	-
Waste Mgmt Tech I/II/III	2.00	2.00	2.00	-
<b>Department Total</b>	<b>30.50</b>	<b>30.00</b>	<b>30.00</b>	<b>(0.50)</b>

# Environmental Management

RECOMMENDED BUDGET • FY 2017 - 18

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## ORGANIZATIONAL CHART

Environmental Management Department		
Director of Envir Mgmt	1.00	<i>Interim Greg Stanton</i>
Dept Analyst II	1.00	
<b>Unit Allocations</b>	<b>2.00</b>	

Union Mine Disposal Site	
Disposal Site Supv	1.00
Waste Mgmt Tech	2.00
<b>Unit Allocations</b>	<b>3.00</b>

Environmental Health	
Env Health Mgr	2.00
Geologist	1.00
Dev Aide I/II	1.00
<b>Unit Allocations</b>	<b>4.00</b>
Cons Prot/Land Use/Vtor Ctrl-Pvl	
Supv Env Hth Spec	1.00
Env Hlth Spec I/II	4.00
Dev Tech II	2.00
Cons Prot/Land Use/Vtor Ctrl-SLT	
Supv Env Hth Spec	1.00
Env Hlth Spec I/II	1.00
Dev Aide II	1.00
<i>Vector Ctrl Tech-LT</i>	2.00
Haz Mat/Solid Waste	
Supv Waste Spec	1.00
Supv Env Hlth Spec	1.00
Env Hlth Spec II	2.00
Solid Waste Tech	2.00
Haz Mat/Recy Spec	2.00
Haz Mat/Recy Tech	1.00
<b>Unit Allocations</b>	<b>21.00</b>

**Environmental Management Allocations 30.00**



Fish & Game Commission  
RECOMMENDED BUDGET • FY 2017 - 18

MISSION

The Fish and Game Commission is appointed by the Board of Supervisors for the purpose of advising the Board on matters related to the conservation of fish and game and overseeing the expenditure of the fish and game funds received from fines collected by the Courts.

DEPARTMENT BUDGET SUMMARY

	15/16 Actual	16/17 Budget	17/18 Dept Request	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Fines, Forfeitures	\$ 1,644	\$ 3,000	\$ -	\$ -	\$ (3,000)	-100%
Interest	\$ 33	\$ -	\$ -	\$ -	\$ -	0%
Operating Transfers	\$ -	\$ 20,000	\$ -	\$ 3,000	\$ (17,000)	-85%
<b>Total Revenue</b>	<b>\$ 1,677</b>	<b>\$ 23,000</b>	<b>\$ -</b>	<b>\$ 3,000</b>	<b>\$ (20,000)</b>	<b>-87%</b>
Services & Supplies	\$ 1,161	\$ 23,000	\$ -	\$ 3,000	\$ (20,000)	-87%
<b>Total Appropriations</b>	<b>\$ 1,161</b>	<b>\$ 23,000</b>	<b>\$ -</b>	<b>\$ 3,000</b>	<b>\$ (20,000)</b>	<b>-87%</b>
<b>Net County Cost</b>	<b>\$ (516)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (20,000)</b>	<b>100%</b>

MAJOR BUDGET CHANGES

- (\$3,000) Reduced revenue for Fines and Forfeitures according to prior year actuals
- (\$17,000) Operating Transfers revenue reduced due to program-specific funding in the previous fiscal year
- (\$20,000) Corresponding reduction in Services and Supplies appropriation

BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost
Fish & Game	\$ 3,000	\$ 3,000	\$ -
<b>Total</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ -</b>

RECOMMENDED BUDGET

This Budget is recommended at \$3,000. The Recommended Budget represents a decrease of \$20,000 (87%) when compared to the FY 2016-17 Adopted Budget, attributable to a reduction of \$3,000 in anticipated fines and \$17,000 less in operating transfers from the General Fund. As a result, the Net County Cost has also decreased by \$20,000.

CAO Adjustments

There are no CAO adjustments recommended for FY 2017-18.

# Fish & Game Commission

## RECOMMENDED BUDGET • FY 2017 - 18

### Sources & Uses of Funds

The Fish and Game Commission has historically been funded with Wildlife violation fines. These revenue sources are typically less than \$6,000 annually and amounted to \$1,677 in Fiscal Year 2015-16. In FY 2016-17, the Fish and Game Commission requested one-time general fund dollars in the amount of \$20,000 for projects relating to habitat improvement, grant development efforts, fisheries projects, and game processing. The reduction is reflected in the operating transfers and appropriations portions of the budget.

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 70 FISH AND GAME PRESERVATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0320 COURT FINE: OTHER	3,000	3,000	0	0	-3,000
<b>CLASS: 03 REV: FINE, FORFEITURE &amp;</b>	3,000	3,000	0	0	-3,000
2020 OPERATING TRANSFERS IN	20,000	20,000	0	3,000	-17,000
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	20,000	20,000	0	3,000	-17,000
<b>TYPE: R SUBTOTAL</b>	23,000	23,000	0	3,000	-20,000
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
4500 SPECIAL DEPT EXPENSE	0	0	0	3,000	3,000
4501 SPECIAL PROJECTS	23,000	23,000	0	0	-23,000
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	23,000	23,000	0	3,000	-20,000
<b>TYPE: E SUBTOTAL</b>	23,000	23,000	0	3,000	-20,000
<b>FUND TYPE: 11 SUBTOTAL</b>	0	0	0	0	0
<b>DEPARTMENT: 70 SUBTOTAL</b>	0	0	0	0	0

**MISSION**

The mission of the Department of Planning and Building is to guide land use and development consistent with the General Plan, Building Codes and related regulations, by providing accurate, timely and courteous professional and technical services to customers, to maintain the County's unique quality of life, protect public safety and the environment, and promote economic vitality for current residents and future generations.

**DEPARTMENT BUDGET SUMMARY**

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Licenses, Permits	\$ 5,220,371	\$ 6,588,383	\$ 6,873,691	\$ 6,873,691	\$ 285,308	4%
Use of Money & Property	\$ 59,031	\$ 85,603	\$ 46,770	\$ 46,770	\$ -	0%
State	\$ -	\$ -	\$ 725,000	\$ 725,000	\$ 725,000	N/A
Federal	\$ 255,020	\$ 400,000	\$ 316,000	\$ 316,000	\$ (84,000)	0%
Charges for Service	\$ 4,833,382	\$ 1,628,752	\$ 2,043,421	\$ 2,043,421	\$ 414,669	25%
Misc.	\$ 915,054	\$ 1,522,537	\$ 1,333,150	\$ 1,333,150	\$ (189,387)	-12%
Other Financing Sources	\$ 697,077	\$ 1,224,264	\$ 927,209	\$ 927,209	\$ (297,055)	-24%
Fund Balance	\$ -	\$ 251,587	\$ 164,776	\$ 164,776	\$ (86,811)	-35%
<b>Total Revenue</b>	<b>\$ 11,979,935</b>	<b>\$ 11,701,126</b>	<b>\$ 12,430,017</b>	<b>\$ 12,430,017</b>	<b>\$ 728,891</b>	<b>6%</b>
Salaries and Benefits	\$ 10,363,459	\$ 8,400,777	\$ 8,016,488	\$ 8,016,488	\$ (384,289)	-5%
Services & Supplies	\$ 2,209,130	\$ 4,537,942	\$ 4,232,432	\$ 4,232,432	\$ (305,510)	-7%
Other Charges	\$ 198,715	\$ 273,612	\$ 341,231	\$ 341,231	\$ 67,619	25%
Other Financing Uses	\$ 344,400	\$ 155,827	\$ 26,000	\$ 26,000	\$ (129,827)	-83%
Intrafund Transfers	\$ 2,394,305	\$ 3,098,201	\$ 4,789,056	\$ 4,789,056	\$ 1,690,855	55%
Intrafund Abatement	\$ (1,708,963)	\$ (1,464,495)	\$ (2,504,002)	\$ (2,504,002)	\$ (1,039,507)	71%
<b>Total Appropriations</b>	<b>\$ 13,801,046</b>	<b>\$ 15,001,864</b>	<b>\$ 14,901,205</b>	<b>\$ 14,901,205</b>	<b>\$ (100,659)</b>	<b>-1%</b>
<b>Net County Cost</b>	<b>\$ 1,821,111</b>	<b>\$ 3,300,738</b>	<b>\$ 2,471,188</b>	<b>\$ 2,471,188</b>	<b>\$ (829,550)</b>	<b>-25%</b>
FTEs	105.0	73.0	71.8	71.8	(1.2)	-2%

**MAJOR BUDGET CHANGES**

Revenue

- \$725,000 Estimated revenue from the State of California for the Tree Mortality Crisis. The State of California is providing two grants to remove dead and dying trees affected by the bark beetle infestation. The County provides different match amounts for the grants.
- \$382,980 Increase in construction permit revenue based on historical trend in permit activity.
- (\$241,537) Decrease in Miscellaneous revenue due to fewer charges to developers for staff and consultant work on environmental impact reports related to new development (partially offset by a reduction in expense).
- (\$157,542) Decrease in operating transfers due primarily to the elimination of an internal transfer to Code Enforcement from Building Services.

# Planning and Building

RECOMMENDED BUDGET • FY 2017 - 18

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## Appropriations

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### *Salaries and Benefits*

(\$386,496) Salaries and benefits decreased due to the elimination of the Assistant Community Agency Director position, a Transportation Engineer position (.2 FTE), and decreasing the amount needed for temporary employees. In addition, the FY 2017-18 budget did not include long term employee benefit payouts like the FY 2016-17 budget.

### *Services and Supplies*

(\$541,224) The decrease in special department expense is due to seed funds for a special revenue fund for the Building Services function being eliminated. The special revenue fund was never created and the appropriation was removed.

### *Other Financing Uses*

(\$129,827) The reduction is due to a decrease in funds to the Fleet Services unit for the purchase of new vehicles. Only one vehicle for the new Code Enforcement Officer hired in FY 2016-17 is being proposed in FY 2017-18.

### *Intrafund Transfers*

\$1,690,855 Countywide overhead costs (A-87) was directly charged to the Planning and Building Department to move more in align with how the departments calculate their revenue costs. This figure was abated by division appropriation to create a net increase allocated overhead cost of approximately \$680,000. These overhead costs are County general revenue for administrative costs. The budgeted changes had no change to net county cost because this is an accounting change and not a new fee.

## PROGRAM SUMMARIES

### Development Services

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#### *Administration*

Administration provides executive leadership and oversight for the Development Services Department. The Director's salary cost is allocated to the other units in Development Services, so the remaining expenditures are general support costs for Development Services operations.

#### *Building Services*

The Building Services unit provides all building permit and inspection services for the West Slope and the South Lake Tahoe Areas of El Dorado County, and the Tahoe Regional Planning Agency (TRPA). TRPA services are provided pursuant to the Memorandum of Understanding and include plan review and enforcement of complex TRPA regulations and standards. The unit tracks the permit process from application through issuance, to final status. General project types include requested research services, inspections, non-residential building and grading, and residential and miscellaneous structure.

Revenues are obtained through construction permits, administration charges for processing Fire Protection and Community Service District development impact fees, building investigation fees, TRPA administration, filing, land capacity verification, allocation fees, charges for inspection services, and miscellaneous revenue for research and re-inspections. This unit also receives revenue for managing the Ecological Preserve Trust Fund.

#### *Code Enforcement*

The Code Enforcement Unit operates under the Director of Planning and Building and performs investigations and enforces violations of the County Code and other related codes and ordinances.

Investigations are initiated by responding to citizen inquiries and complaints and upon the request of other health and safety agencies. Enforcement actions specifically address safety-related or non-permitted items such as: illegal businesses, fire-created hazards, and substandard or dangerous housing. Code Enforcement is also used for the initial investigation and subsequent tracking of complaints that may affect multiple departments.

#### *Planning Services*

This Current Planning unit is focused on processing discretionary development applications such as land divisions, special use permits and zoning applications, including the required California Environmental Quality Act (CEQA) analysis. Staff provides information to the public regarding the development review process. This unit also assists in the permit center with planning compliance services.

The Planning Commission is the Board of Supervisors' advisor on land use planning. The Commission reviews matters related to planning and development (e.g., specific plans, rezoning, use permits, and subdivisions). Depending upon provisions in the County Code, the Commission either approves/denies or makes recommendations to the Board regarding land use proposals.

#### Long Range Planning

##### *Long Range Planning*

This division is responsible for long range transportation and development planning, including General Plan implementation, zoning ordinance updates, development of community design standards, initiation of specific plans and development agreements, and administration of the traffic impact mitigation (TIM) fee program. The division is also responsible for coordination with regional transportation entities such as the El Dorado Transportation Commission (EDCTC), the Sacramento Area Council of Governments (SACOG) and for input into the State Transportation Improvement Program (STIP). This division provides for the implementation of the National Pollutant Discharge Elimination System (NPDES) program involving the implementation of a Storm Water Management Plan as required by the Regional Water Quality Control Board under the Statewide Phase II Storm Water permit.

Major revenue sources for this division include: Developer reimbursements for EIR costs, charges to the Department of Transportation Road Fund for staff and overhead costs for long-range planning services, Public Utility Franchise Fees (PUFF) equal to 50% of NPDES costs, and revenue from the Missouri Flat MC&FP.



# Planning and Building

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## *The Housing, Community, and Economic Development*

The Housing, Community, and Economic Development (HCED) program aims to support and expand grant-funded programs that provide an overall economic benefit to the County through the support of low to moderate-income households, workers, and business owners. The HCED program is directed by the policy and objectives of the General Plan Housing Element and is responsible for implementing and reporting the Housing Element's policies and objectives.

Community Development Block Grants (CDBG) and HOME Investment Partnerships Program (HOME) grants provide low interest loans to qualifying low-income homeowners in the unincorporated areas of the County for housing repair and rehabilitation and for gap-financing to enable eligible low-income families to purchase their first home. Grants also provide support for the development of multi-family rental housing projects, and support acquisition and/or renovation of facilities that serve specialized populations such as the homeless, seniors and disabled. CDBG Planning and Technical Assistance (PTA) grants fund economic development and/or feasibility studies for a specific project, program, program or geographic area of the County.

CDBG Economic Development Enterprise Fund (EDEF) Grants create or preserve jobs in the unincorporated county by providing business loans and technical assistance to businesses and low-income entrepreneurs for business starts or expansion, including working capital loans and loans for equipment, furniture/fixtures and site improvements.

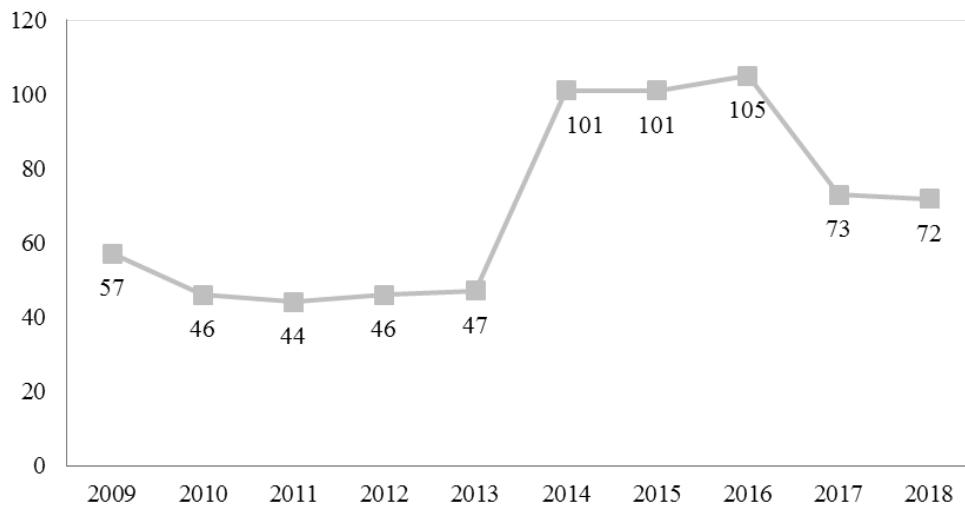
Revolving Loan Funds constitute an ongoing revenue source for CDBG, HOME and EDEF activities. Loan repayments received provide for up to six methods of distribution for program income, including four revolving and two non-revolving loan activities.

## BUDGET SUMMARY BY PROGRAM

	<b>Appropriations</b>	<b>Revenues</b>	<b>Net County Cost</b>	<b>Staffing</b>
Administration	\$ 26,322	\$ 26,322	\$ -	1
Building Services	\$ 6,314,271	\$ 7,291,400	\$ (977,129)	41
Code Enforcement	\$ 667,787	\$ 88,000	\$ 579,787	4
Planning Services	\$ 2,357,595	\$ 1,100,200	\$ 1,257,395	14
Long Range Planning	\$ 4,466,275	\$ 2,855,140	\$ 1,611,135	10.8
HCED	\$ 1,068,955	\$ 1,068,955	\$ -	1
<b>Total</b>	<b>\$ 14,901,205</b>	<b>\$12,430,017</b>	<b>\$ 2,471,188</b>	<b>71.8</b>

**STAFFING TREND**

Planning and Building staffing has increased and decreased significantly since FY 2007-08 due to changes in the economy and development conditions. Starting in FY 2013-14, because of the structure of budget unit roll-ups, the Planning and Building budget included the allocations for the Community Development Services' Administration & Finance Division and the Long Range Planning Unit and therefore increased to 101 FTE. The Administration & Finance Division was moved into Department 35 for FY 2016-17, resulting in a significant drop in FTEs for the Planning and Building budget. In FY 2017-18, the department eliminated a vacant Assistant Director of Community Development position (1 FTE) and a vacant Transportation Planner position (.2 FTE).



**RECOMMENDED BUDGET**

This Budget is recommended at \$14,901,205. The Recommended Budget represents an overall increase of \$728,891 (6%) in revenues and a decrease of \$100,659 (1%) in appropriations when compared to the FY 2016-17 Adopted Budget.

Net County Cost for the Department is recommended at \$2,471,188, which is a decrease of \$829,550 (25%) as compared to the FY 2016-17 Adopted Budget. The decrease in NCC can be attributed to an increase in state revenue (e.g. tree mortality grants), the elimination of the Assistant Director of Community Development and Transportation Planner (.2 FTE) positions, an increase in building and planning revenue due to anticipated building activity, and the elimination of funding that was shown in the prior year to create a special revenue fund for Building Services.

CAO Adjustments

There are no CAO adjustments recommended for FY 2017-18.

Sources & Uses of Funds

The Planning and Building Department receives the bulk of its revenue through permit fees (via the Building Division). The Department is also funded partially by other fees for services, federal and state grant revenues, and discretionary General Fund revenue.

# Planning and Building

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 34 DEVELOPMENT SERVICES

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0220 PERMIT: CONSTRUCTION	6,037,020	5,952,020	6,335,000	6,335,000	382,980
0230 PERMIT: ROAD PRIVILEGES	32,000	44,000	32,000	32,000	-12,000
0240 PERMIT: ZONING ADMINISTRATION	82,600	132,000	90,600	90,600	-41,400
0250 FRANCHISE: PUBLIC UTILITY	400,000	460,363	416,091	416,091	-44,272
<b>CLASS: 02 REV: LICENSE, PERMIT, &amp;</b>	<b>6,551,620</b>	<b>6,588,383</b>	<b>6,873,691</b>	<b>6,873,691</b>	<b>285,308</b>
0880 ST: OTHER	0	0	575,000	575,000	575,000
<b>CLASS: 05 REV: STATE INTERGOVERNMENTAL</b>	<b>0</b>	<b>0</b>	<b>575,000</b>	<b>575,000</b>	<b>575,000</b>
1400 PLAN & ENG: SERVICES	460,000	315,000	460,000	460,000	145,000
1409 SUBDIVISION TENTATIVE / FINAL MAP PC	124,000	50,000	125,000	125,000	75,000
1410 GRADING: APPLICATION FEE	100,000	27,000	80,000	80,000	53,000
1411 GRADING: INSPECTION PC FEE	84,000	32,000	60,000	60,000	28,000
1412 TIME & MATERIALS DEVELOPMENT	1,600	1,600	1,600	1,600	0
1415 ECOLOGICAL PRESERVE FEE	4,400	2,926	4,400	4,400	1,474
1740 CHARGES FOR SERVICES	50,000	478,641	429,703	429,703	-48,938
1752 BUILDING INVESTIGATION FEE	50,000	50,000	50,000	50,000	0
1768 TRPA - TAHOE REGIONAL PLANNING	270,000	139,185	185,000	185,000	45,815
1800 INTERFND REV: SERVICE BETWEEN FUND	0	0	26,322	26,322	26,322
1830 INTERFND REV:ALLOCATED	510,100	532,400	579,759	579,759	47,359
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	<b>1,654,100</b>	<b>1,628,752</b>	<b>2,001,784</b>	<b>2,001,784</b>	<b>373,032</b>
1940 MISC: REVENUE	80,600	55,000	107,000	107,000	52,000
1942 MISC: REIMBURSEMENT	844,641	1,467,537	1,226,000	1,226,000	-241,537
<b>CLASS: 19 REV: MISCELLANEOUS</b>	<b>925,241</b>	<b>1,522,537</b>	<b>1,333,000</b>	<b>1,333,000</b>	<b>-189,537</b>
2020 OPERATING TRANSFERS IN	641,894	735,129	577,587	577,587	-157,542
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	<b>641,894</b>	<b>735,129</b>	<b>577,587</b>	<b>577,587</b>	<b>-157,542</b>
<b>TYPE: R SUBTOTAL</b>	<b>9,772,855</b>	<b>10,474,801</b>	<b>11,361,062</b>	<b>11,361,062</b>	<b>886,261</b>
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	4,953,835	5,148,011	5,099,090	5,099,090	-48,921
3001 TEMPORARY EMPLOYEES	22,891	162,900	26,500	26,500	-136,400
3002 OVERTIME	68,300	113,824	66,900	66,900	-46,924
3004 OTHER COMPENSATION	175,895	230,578	21,157	21,157	-209,421
3005 TAHOE DIFFERENTIAL	9,038	12,000	12,000	12,000	0
3020 RETIREMENT EMPLOYER SHARE	1,027,616	1,087,979	1,095,420	1,095,420	7,441
3022 MEDI CARE EMPLOYER SHARE	70,042	74,063	72,805	72,805	-1,258
3040 HEALTH INSURANCE EMPLOYER	1,121,830	1,262,954	1,316,556	1,316,556	53,602
3042 LONG TERM DISABILITY EMPLOYER	13,100	13,100	13,929	13,929	829
3043 DEFERRED COMPENSATION EMPLOYER	22,921	22,921	18,564	18,564	-4,357
3046 RETIREE HEALTH: DEFINED	76,810	76,810	82,363	82,363	5,553
3060 WORKERS' COMPENSATION EMPLOYER	62,569	62,569	73,791	73,791	11,222
3080 FLEXIBLE BENEFITS	23,862	23,862	6,000	6,000	-17,862
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	<b>7,648,709</b>	<b>8,291,571</b>	<b>7,905,075</b>	<b>7,905,075</b>	<b>-386,496</b>

Planning and Building  
RECOMMENDED BUDGET • FY 2017 - 18

FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 34 DEVELOPMENT SERVICES

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECM	
4020	CLOTHING & PERSONAL SUPPLIES	0	3,500	1,400	1,400	-2,100
4040	TELEPHONE COMPANY VENDOR	3,000	13,200	2,430	2,430	-10,770
4041	COUNTY PASS THRU TELEPHONE CHARGES	1,050	1,150	2,150	2,150	1,000
4081	PAPER GOODS	15	0	0	0	0
4086	JANITORIAL / CUSTODIAL SERVICES	2,700	1,669	800	800	-869
4100	INSURANCE: PREMIUM	102,804	102,804	126,603	126,603	23,799
4140	MAINT: EQUIPMENT	0	250	0	0	-250
4141	MAINT: OFFICE EQUIPMENT	0	100	0	0	-100
4144	MAINT: COMPUTER	10,800	13,680	5,400	5,400	-8,280
4145	MAINTENANCE: EQUIPMENT PARTS	0	100	0	0	-100
4160	VEH MAINT: SERVICE CONTRACT	400	0	0	0	0
4220	MEMBERSHIPS	12,582	12,242	13,648	13,648	1,406
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	2,671	2,671	2,600	2,600	-71
4260	OFFICE EXPENSE	330	0	1,750	1,750	1,750
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	950	938	950	950	12
4264	BOOKS / MANUALS	27,721	27,687	12,107	12,107	-15,580
4266	PRINTING / DUPLICATING SERVICES	11,100	10,800	10,700	10,700	-100
4300	PROFESSIONAL & SPECIALIZED SERVICES	1,743,700	2,315,035	2,717,500	2,717,500	402,465
4313	LEGAL SERVICES	101,000	55,000	96,000	96,000	41,000
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	500	2,000	500	500	-1,500
4337	OTHER GOVERNMENTAL AGENCIES	5,000	5,000	15,000	15,000	10,000
4400	PUBLICATION & LEGAL NOTICES	11,000	18,904	16,000	16,000	-2,904
4420	RENT & LEASE: EQUIPMENT	6,500	10,860	1,750	1,750	-9,110
4440	RENT & LEASE: BUILDING &	49,834	49,843	49,834	49,834	-9
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	1,300	6,300	10,600	10,600	4,300
4461	EQUIP: MINOR	2,800	3,000	3,476	3,476	476
4462	EQUIP: COMPUTER	2,470	2,470	0	0	-2,470
4463	EQUIP: TELEPHONE & RADIO	0	0	5,400	5,400	5,400
4500	SPECIAL DEPT EXPENSE	70,965	585,719	44,495	44,495	-541,224
4503	STAFF DEVELOPMENT	51,450	51,910	54,000	54,000	2,090
4529	SOFTWARE LICENSE	2,850	2,831	662	662	-2,169
4540	STAFF DEVELOPMENT (NOT 1099)	500	2,500	2,500	2,500	0
4600	TRANSPORTATION & TRAVEL	6,734	8,934	9,200	9,200	266
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	3,400	4,250	5,400	5,400	1,150
4605	RENT & LEASE: VEHICLE	103,013	89,025	95,657	95,657	6,632
4606	FUEL PURCHASES	29,729	53,800	36,300	36,300	-17,500
4608	HOTEL ACCOMMODATIONS	12,100	12,100	10,300	10,300	-1,800
4620	UTILITIES	2,150	1,270	2,140	2,140	870
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>2,383,118</b>	<b>3,471,542</b>	<b>3,357,252</b>	<b>3,357,252</b>	<b>-114,290</b>	
5300	INTERFND: SERVICE BETWEEN FUND	0	0	1,966	1,966	1,966
5330	INTERFND: ALLOCATED	164,000	222,893	256,903	256,903	34,010
<b>CLASS: 50 OTHER CHARGES</b>	<b>164,000</b>	<b>222,893</b>	<b>258,869</b>	<b>258,869</b>	<b>35,976</b>	
7000	OPERATING TRANSFERS OUT	43,237	77,827	0	0	-77,827
7001	OPERATING TRANSFERS OUT: FLEET	81,000	78,000	26,000	26,000	-52,000
<b>CLASS: 70 OTHER FINANCING USES</b>	<b>124,237</b>	<b>155,827</b>	<b>26,000</b>	<b>26,000</b>	<b>-129,827</b>	
7200	INTRAFUND TRANSFERS: ONLY GENERAL	1,879,361	1,969,279	4,016,564	4,016,564	2,047,285
7210	INTRAFND: COLLECTIONS	7,000	13,200	7,000	7,000	-6,200
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>1,886,361</b>	<b>1,982,479</b>	<b>4,023,564</b>	<b>4,023,564</b>	<b>2,041,085</b>	
7350	INTRFND ABATEMENTS: GF ONLY	-321,721	-348,773	-1,738,510	-1,738,510	-1,389,737
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	<b>-321,721</b>	<b>-348,773</b>	<b>-1,738,510</b>	<b>-1,738,510</b>	<b>-1,389,737</b>	
<b>TYPE: E SUBTOTAL</b>	<b>11,884,704</b>	<b>13,775,539</b>	<b>13,832,250</b>	<b>13,832,250</b>	<b>56,711</b>	
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>2,111,849</b>	<b>3,300,738</b>	<b>2,471,188</b>	<b>2,471,188</b>	<b>-829,550</b>	
<b>DEPARTMENT: 34 SUBTOTAL</b>	<b>2,111,849</b>	<b>3,300,738</b>	<b>2,471,188</b>	<b>2,471,188</b>	<b>-829,550</b>	

# Planning and Building

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 11 SPECIAL REVENUE FUND  
 DEPARTMENT: 11 HCED

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0400 REV: INTEREST	1,140	721	1,770	1,770	1,049
0401 REV: INTEREST ON LOAN/NOTES	40,000	84,882	45,000	45,000	-39,882
<b>CLASS: 04 REV: USE OF MONEY &amp; PROPERTY</b>	41,140	85,603	46,770	46,770	-38,833
0780 ST: DISASTER RELIEF	0	0	150,000	150,000	150,000
<b>CLASS: 05 REV: STATE INTERGOVERNMENTAL</b>	0	0	150,000	150,000	150,000
1100 FED: OTHER	316,018	400,000	316,000	316,000	-84,000
<b>CLASS: 10 REV: FEDERAL</b>	316,018	400,000	316,000	316,000	-84,000
1800 INTERFND REV: SERVICE BETWEEN FUND	15,000	0	15,000	15,000	15,000
1830 INTERFND REV:ALLOCATED	16,000	0	26,637	26,637	26,637
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	31,000	0	41,637	41,637	41,637
1940 MISC: REVENUE	85	0	150	150	150
<b>CLASS: 19 REV: MISCELLANEOUS</b>	85	0	150	150	150
2020 OPERATING TRANSFERS IN	113,359	113,359	114,622	114,622	1,263
2061 PRINCIPAL LOAN/NOTES REPAYMENT	230,000	375,776	235,000	235,000	-140,776
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	343,359	489,135	349,622	349,622	-139,513
0001 FUND BALANCE	83,787	84,394	164,776	164,776	80,382
0003 FROM DESIGNATIONS	167,193	167,193	0	0	-167,193
<b>CLASS: 22 FUND BALANCE</b>	250,980	251,587	164,776	164,776	-86,811
<b>TYPE: R SUBTOTAL</b>	982,582	1,226,325	1,068,955	1,068,955	-157,370
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	69,073	72,525	72,246	72,246	-279
3002 OVERTIME	0	0	500	500	500
3020 RETIREMENT EMPLOYER SHARE	15,737	16,521	18,082	18,082	1,561
3022 MEDI CARE EMPLOYER SHARE	928	1,052	1,048	1,048	-4
3040 HEALTH INSURANCE EMPLOYER	19,715	17,146	17,108	17,108	-38
3042 LONG TERM DISABILITY EMPLOYER	181	181	181	181	0
3046 RETIREE HEALTH: DEFINED	1,052	1,052	1,239	1,239	187
3060 WORKERS' COMPENSATION EMPLOYER	729	729	1,009	1,009	280
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	107,415	109,206	111,413	111,413	2,207
4041 COUNTY PASS THRU TELEPHONE CHARGES	20	20	20	20	0
4100 INSURANCE: PREMIUM	374	374	246	246	-128
4220 MEMBERSHIPS	100	80	205	205	125
4300 PROFESSIONAL & SPECIALIZED SERVICES	41,500	41,500	202,000	202,000	160,500
4400 PUBLICATION & LEGAL NOTICES	0	0	1,000	1,000	1,000
4500 SPECIAL DEPT EXPENSE	799,422	1,024,426	606,362	606,362	-418,064
4501 SPECIAL PROJECTS	0	0	65,000	65,000	65,000
4503 STAFF DEVELOPMENT	129	0	250	250	250
4600 TRANSPORTATION & TRAVEL	14	0	97	97	97
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	841,559	1,066,400	875,180	875,180	-191,220
5300 INTERFND: SERVICE BETWEEN FUND	0	0	26,322	26,322	26,322
5304 INTERFND: MAIL SERVICE	101	101	0	0	-101
5330 INTERFND: ALLOCATED	33,467	50,618	56,040	56,040	5,422
<b>CLASS: 50 OTHER CHARGES</b>	33,568	50,719	82,362	82,362	31,643
7250 INTRAFND: NOT GEN FUND / SAME FUND	841,479	1,115,722	765,492	765,492	-350,230
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	841,479	1,115,722	765,492	765,492	-350,230
7380 INTRFND ABATEMENTS: NOT GENERAL	-841,439	-1,115,722	-765,492	-765,492	350,230
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	-841,439	-1,115,722	-765,492	-765,492	350,230
<b>TYPE: E SUBTOTAL</b>	982,582	1,226,325	1,068,955	1,068,955	-157,370
<b>FUND TYPE: 11 SUBTOTAL</b>	0	0	0	0	0
<b>DEPARTMENT: 11 SUBTOTAL</b>	0	0	0	0	0

Planning and Building  
RECOMMENDED BUDGET • FY 2017 - 18

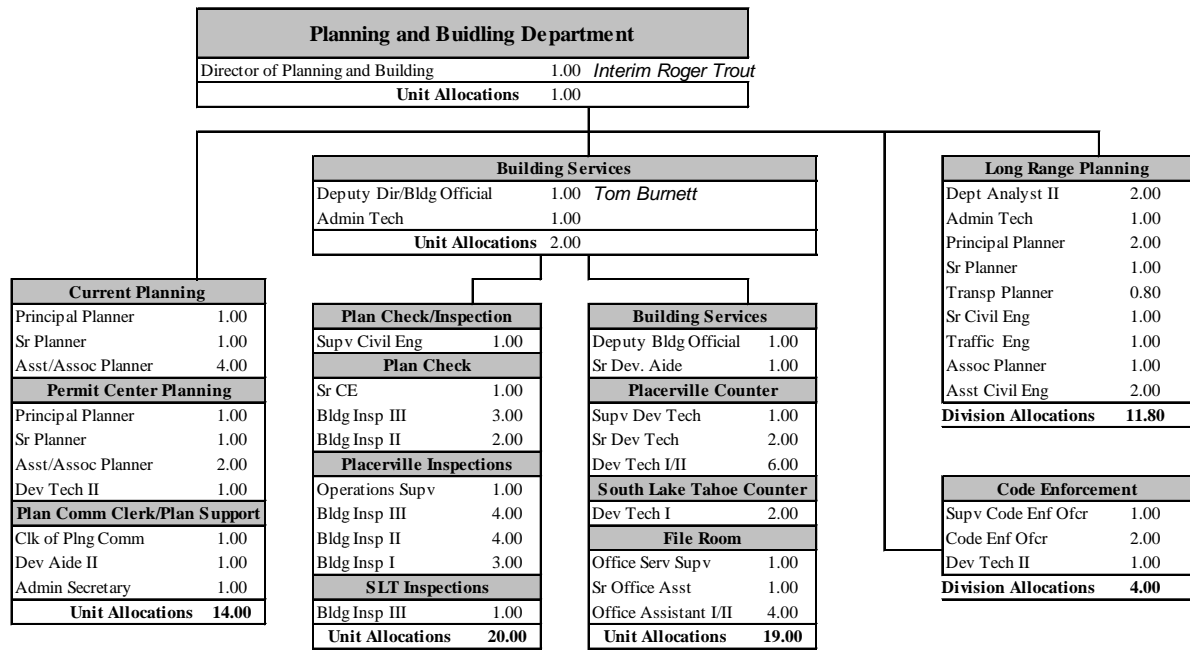
PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recommended	Diff from Adjusted
Director of Planning & Building	1.00	1.00	1.00	-
Admin Secretary	-	1.00	1.00	1.00
Admin Tech	2.00	2.00	2.00	-
Asst/Assoc Planner	7.00	7.00	7.00	-
Asst Dir of Comm Dev	1.00	-	-	(1.00)
Asst in Civil Eng	2.00	2.00	2.00	-
Bldg Inspector I/II/III	17.00	17.00	17.00	-
Clerk of Planning Comm	1.00	1.00	1.00	-
Code Enforcement Officer I/II	2.00	2.00	2.00	-
Dept Analyst I/II	2.00	2.00	2.00	-
Deputy Building Official	1.00	1.00	1.00	-
Dep Dir/Bldg Official	1.00	1.00	1.00	-
Dev Aide I/II	2.00	1.00	1.00	(1.00)
Dev Tech I/II	10.00	10.00	10.00	-
Office Asst I/II	5.00	4.00	4.00	(1.00)
Office Services Supv	1.00	1.00	1.00	-
Operations Supv	1.00	1.00	1.00	-
Principal Planner	4.00	4.00	4.00	-
Sr. Civil Eng	2.00	2.00	2.00	-
Sr. Dev Aide	1.00	2.00	2.00	1.00
Sr. Dev Tech	1.00	1.00	1.00	-
Sr. Office Assistant	1.00	1.00	1.00	-
Sr. Planner	3.00	3.00	3.00	-
Supv Civil Eng	1.00	1.00	1.00	-
Supv Code Enforcement Ofcr.	1.00	1.00	1.00	-
Supv Development Tech	1.00	1.00	1.00	-
Traffic Engineer	1.00	1.00	1.00	-
Trans Planner	1.00	0.80	0.80	(0.20)
<b>Department Total</b>	<b>73.00</b>	<b>71.80</b>	<b>71.80</b>	<b>(1.20)</b>

# Planning and Building

## RECOMMENDED BUDGET • FY 2017 - 18

### ORGANIZATIONAL CHART



71.80 Planning and Building Allocations

**MISSION**

The County Surveyor is responsible for providing information to the public on the complex issues of Property Ownership and the timely review of all parcel maps, subdivision maps, records of survey, lot line adjustments, certificates of compliance, street names and addresses, Abandonment of Public Easements and Irrevocable Offers of Dedication to facilitate development, serving the public, County departments and outside agencies.

The County Surveyor is also responsible for the County’s Land Management Information System (LMIS) and the County’s Geographic Information System (GIS) including operation, maintenance and enhancements of both systems. The systems are used to manage a variety of project and permitting databases and to interpret data in conjunction with location to create maps providing responsive service to the public, departments, and outside agencies.

**DEPARTMENT BUDGET SUMMARY**

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Licenses, Permits	\$ -	\$ -	\$ 22,717	\$ 22,717	\$ 22,717	N/A
Federal	\$ 538	\$ -	\$ -	\$ -	\$ -	0%
Charge for Service	\$ 92,900	\$ 89,513	\$ 67,588	\$ 67,588	\$ (21,925)	0%
<b>Total Revenue</b>	<b>\$ 93,438</b>	<b>\$ 89,513</b>	<b>\$ 90,305</b>	<b>\$ 90,305</b>	<b>\$ 792</b>	<b>1%</b>
Salaries and Benefits	\$ 1,490,876	\$ 1,632,640	\$ 1,691,015	\$ 1,594,067	\$ (38,573)	-2%
Services & Supplies	\$ 105,790	\$ 119,308	\$ 116,229	\$ 116,229	\$ (3,079)	-3%
Interfund Transfers	\$ 364	\$ 800	\$ -	\$ -	\$ (800)	-100%
Fixed Assets	\$ 3,351	\$ -	\$ -	\$ -	\$ -	0%
Intrafund Transfers	\$ 15,260	\$ 18,794	\$ 12,936	\$ 12,936	\$ (5,858)	-31%
Intrafund Abatement	\$ (163,688)	\$ (160,000)	\$ (160,000)	\$ (160,000)	\$ -	0%
<b>Total Appropriations</b>	<b>\$ 1,451,953</b>	<b>\$ 1,611,542</b>	<b>\$ 1,660,180</b>	<b>\$ 1,563,232</b>	<b>\$ (48,310)</b>	<b>-3%</b>
<b>Net County Cost</b>	<b>\$ 1,358,515</b>	<b>\$ 1,522,029</b>	<b>\$ 1,569,875</b>	<b>\$ 1,472,927</b>	<b>\$ (49,102)</b>	<b>-3%</b>
FTEs	12	12	12	12	-	0%

**MAJOR BUDGET CHANGES**

Revenue

- \$22,717 Increase in permit construction revenue reflecting anticipated activity.
- (\$23,163) Charges for Other Services in the Surveyor’s Office are budgeted to decrease due to reduced activity in this area (e.g. parcel map inspection, etc.).



# Surveyor

## RECOMMENDED BUDGET • FY 2017 - 18

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### Appropriations

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#### *Salaries and Benefits*

- (\$120,312) The Chief Administrative Office recommendation includes the elimination of one GIS Analyst position due to an anticipated retirement mid-year. In addition, the recommendation includes lowering the classification of another GIS Analyst position to a Development Technician position, also due to an anticipated retirement mid-year.
- \$70,972 Increase for accumulated benefit payouts (e.g. vacation payout, sick time payout, etc.) related to two anticipated retirements.
- \$13,293 General increase in retirement costs.

#### *Intra-fund Transfers*

- (\$6,000) Decrease in projected information systems programming charges from the Information Technologies Department.

## PROGRAM SUMMARIES

### Surveyor

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#### *Addressing/Road Name Services*

The State Mandated functions applicable to the California Business and Professions, Resources, and Government Codes including structure and suite addressing for building permits, and collaboration with emergency services.

#### *Administration*

Provides oversight, direction and support for the department including Services and Supplies and Fixed Asset line items, and is responsible for administrative and business support functions including budgeting, accounting, payroll, personnel, purchasing and contract coordination, computer services and support and clerical operations.

#### *LMIS/GIS Services*

Manages centralized databases and software applications to support the County's Building Permit, Code Enforcement, and project tracking programs. Creates and manages an enterprise database and software applications comprising approximately 50 separate layers to support the County's Development and Emergency Services, General Plan implementation and to serve many other County departments and outside agencies to find solutions to their problems.

#### *Surveyor Services*

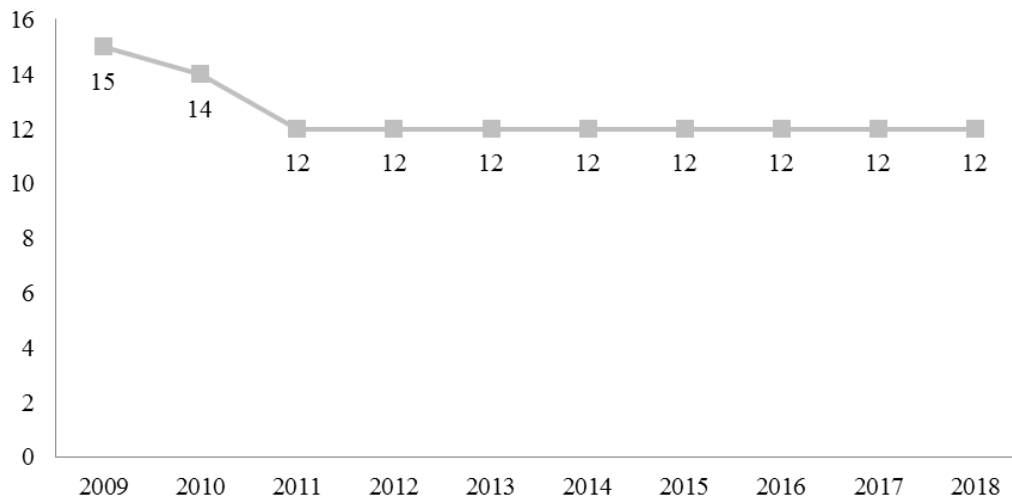
State Mandated functions applicable to the California Business and Professions, Resources, and Government Codes including Map Checking and Certificate of Compliance issues.

**BUDGET SUMMARY BY PROGRAM**

	<b>Appropriations</b>	<b>Revenues</b>	<b>Net County Cost</b>	<b>Staffing</b>
Addressing/Road Name Services	\$ 63,608	\$ 22,717	\$ 40,891	1
Administration	\$ 524,361	\$ -	\$ 524,361	2
LMIS/GIS Services	\$ 761,725	\$ 5,588	\$ 756,137	7
Surveyor Services	\$ 213,538	\$ 62,000	\$ 151,538	2
<b>Total</b>	<b>\$ 1,563,232</b>	<b>\$ 90,305</b>	<b>\$ 1,472,927</b>	<b>12</b>

**STAFFING TREND**

Staffing for the Surveyor over the past ten years reflects position reductions related to the elimination of vacant positions. The recommended staffing for FY 2017-18 will be reduced by one GIS Analyst with the expected retirement of an employee in the middle of the fiscal year. The allocation in the graph below does not reflect this change as it will occur in the middle of the fiscal year. With the recommended eliminated position, total allocated positions will be 11. All positions in the Surveyor’s Office are located in Placerville.



**RECOMMENDED BUDGET**

This Budget is recommended at \$1,563,232. The Recommended Budget represents an overall increase of \$792 (1%) in revenues and a decrease of \$48,310 (3%) in appropriations when compared to the FY 2016-17 Adopted Budget.

As a result, the Net County Cost has decreased by \$49,102 (3%), to \$1,472,927. The decrease in NCC can be attributed to the recommended elimination of one GIS Analyst position due to an anticipated retirement in the middle of the fiscal year. In addition, the recommendation includes lowering the classification of another GIS Analyst position to a Development Technician position with the anticipated retirement of another employee mid-year. The recommended position changes will reduce costs by approximately \$97,000 in FY 2017-18 (due to the changes happening in the middle of the fiscal year). The first full year of reduced cost will be FY 2018-19 and will total approximately \$194,000.

# Surveyor

## RECOMMENDED BUDGET • FY 2017 - 18

The Surveyor's Office does not agree with the recommended elimination of the GIS Analyst position and the lowering of the classification of another GIS Analyst position to a Development Technician. The Department reports that requests for GIS services will now be delayed from being completed in a day or two to six to seven working days. In addition, any large projects could require the use of an outside contractor to complete. The department also reports that assistance with the new TRAKiT and Megabyte programs would become more reactive instead of proactive in nature.

The Surveyor's Office has requested assistance from the Chief Administrative Office in reviewing the Department's fees. The last time the Surveyor's Office increased fees was in 2001. Any possible recommended fee increases will be brought to the Board of Supervisors for consideration during the addenda process in the fall. Any possible recommended fee increases will be brought to the Board of Supervisors for consideration prior to the end of the calendar year. The Surveyor estimates that with an updated fee schedule, he will be able to generate a sufficient amount of revenue to offset the cost savings of reducing one GIS Analyst to a Development Technician. If this assumption is validated through the fee study, the CAO's office supports the Surveyor's request to maintain the GIS Analyst at its current level.

### CAO Adjustments

There are no further CAO adjustments recommended.

### Sources & Uses of Funds

The budget for Surveyor is primarily funded with discretionary General Fund revenue. These revenues are collected in Department 15 – General Fund Other Operations.

## FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 12 SURVEYOR

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
0220	0	0	22,717	22,717	22,717
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	0	22,717	22,717	22,717
1408	63,500	63,500	65,088	65,088	1,588
1740	25,663	25,663	2,500	2,500	-23,163
1800	350	350	0	0	-350
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	89,513	67,588	67,588	-21,925
<b>TYPE: R SUBTOTAL</b>	89,513	89,513	90,305	90,305	792

Surveyor  
RECOMMENDED BUDGET • FY 2017 - 18

FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 12 SURVEYOR

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	1,179,966	1,179,966	1,156,602	1,059,654	-120,312
3001	TEMPORARY EMPLOYEES	10,000	10,000	10,000	10,000	0
3002	OVERTIME	2,800	2,800	3,000	3,000	200
3003	STANDBY PAY	100	100	100	100	0
3004	OTHER COMPENSATION	1,500	1,500	72,472	72,472	70,972
3020	RETIREMENT EMPLOYER SHARE	251,491	251,491	264,784	264,784	13,293
3022	MEDI CARE EMPLOYER SHARE	16,696	16,696	15,363	15,363	-1,333
3040	HEALTH INSURANCE EMPLOYER	116,282	116,282	113,404	113,404	-2,878
3042	LONG TERM DISABILITY EMPLOYER	2,876	2,876	2,887	2,887	11
3043	DEFERRED COMPENSATION EMPLOYER	6,764	6,764	7,938	7,938	1,174
3046	RETIREE HEALTH: DEFINED	12,626	12,626	13,743	13,743	1,117
3060	WORKERS' COMPENSATION EMPLOYER	13,539	13,539	13,917	13,917	378
3080	FLEXIBLE BENEFITS	18,000	18,000	16,805	16,805	-1,195
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>1,632,640</b>	<b>1,632,640</b>	<b>1,691,015</b>	<b>1,594,067</b>	<b>-38,573</b>
4020	CLOTHING & PERSONAL SUPPLIES	200	200	200	200	0
4040	TELEPHONE COMPANY VENDOR	650	650	650	650	0
4041	COUNTY PASS THRU TELEPHONE CHARGES	350	350	350	350	0
4080	HOUSEHOLD EXPENSE	50	50	10	10	-40
4100	INSURANCE: PREMIUM	60,783	60,783	42,469	42,469	-18,314
4140	MAINT: EQUIPMENT	2,000	2,000	2,000	2,000	0
4144	MAINT: COMPUTER	35,000	35,000	45,000	45,000	10,000
4220	MEMBERSHIPS	0	0	200	200	200
4260	OFFICE EXPENSE	2,500	2,500	2,000	2,000	-500
4261	POSTAGE	150	150	100	100	-50
4262	SOFTWARE	1,000	1,000	500	500	-500
4264	BOOKS / MANUALS	700	700	700	700	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	1,250	1,250	0	0	-1,250
4420	RENT & LEASE: EQUIPMENT	6,800	6,800	6,000	6,000	-800
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	500	500	500	500	0
4461	EQUIP: MINOR	2,500	2,500	2,500	2,500	0
4462	EQUIP: COMPUTER	2,000	2,000	2,000	2,000	0
4502	EDUCATIONAL MATERIALS	75	75	50	50	-25
4503	STAFF DEVELOPMENT	1,000	1,000	5,000	5,000	4,000
4529	SOFTWARE LICENSE	150	150	0	0	-150
4600	TRANSPORTATION & TRAVEL	200	200	2,000	2,000	1,800
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	300	300	500	500	200
4606	FUEL PURCHASES	150	150	500	500	350
4608	HOTEL ACCOMMODATIONS	1,000	1,000	3,000	3,000	2,000
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>119,308</b>	<b>119,308</b>	<b>116,229</b>	<b>116,229</b>	<b>-3,079</b>
5300	INTERFND: SERVICE BETWEEN FUND	800	800	0	0	-800
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>800</b>	<b>800</b>	<b>0</b>	<b>0</b>	<b>-800</b>
7223	INTRAFND: MAIL SERVICE	2,502	2,502	2,517	2,517	15
7224	INTRAFND: STORES SUPPORT	292	292	419	419	127
7231	INTRAFND: IS PROGRAMMING SUPPORT	16,000	16,000	10,000	10,000	-6,000
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>18,794</b>	<b>18,794</b>	<b>12,936</b>	<b>12,936</b>	<b>-5,858</b>
7350	INTRFND ABATEMENTS: GF ONLY	-160,000	-160,000	-160,000	-160,000	0
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	<b>-160,000</b>	<b>-160,000</b>	<b>-160,000</b>	<b>-160,000</b>	<b>0</b>
<b>TYPE: E SUBTOTAL</b>		<b>1,611,542</b>	<b>1,611,542</b>	<b>1,660,180</b>	<b>1,563,232</b>	<b>-48,310</b>
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	<b>1,522,029</b>	<b>1,522,029</b>	<b>1,569,875</b>	<b>1,472,927</b>	<b>-49,102</b>
<b>DEPARTMENT: 12</b>	<b>SUBTOTAL</b>	<b>1,522,029</b>	<b>1,522,029</b>	<b>1,569,875</b>	<b>1,472,927</b>	<b>-49,102</b>

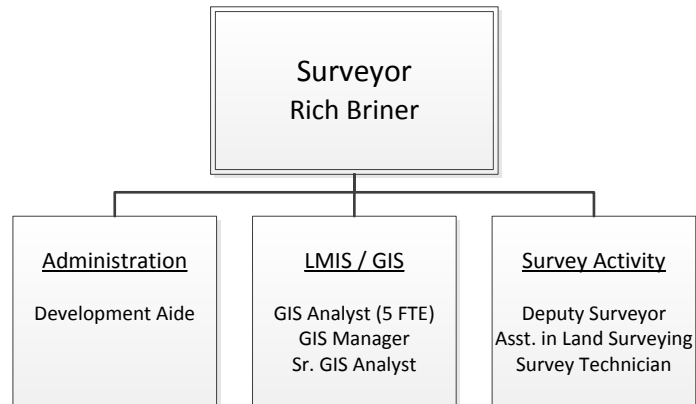
# Surveyor

RECOMMENDED BUDGET • FY 2017 - 18

## PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
Surveyor	1.00	1.00	1.00	-
Assistant in Land Surveying	1.00	1.00	1.00	-
Deputy Surveyor	1.00	1.00	1.00	-
Development Technician I/II	1.00	1.00	1.00	-
GIS Analyst I/II	5.00	5.00	5.00	-
Manager of GIS	1.00	1.00	1.00	-
Sr. GIS Analyst	1.00	1.00	1.00	-
Surveyor's Technician I/II	1.00	1.00	1.00	-
<b>Department Total</b>	12.00	12.00	12.00	-

## ORGANIZATIONAL CHART



# Transportation

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The mission of the Department of Transportation is to provide a safe, congestion free highway system that is responsive to the needs of the County's citizens, and is environmentally sensitive; additionally, to protect the County's investment in vehicles and airport facilities; and to provide efficient, quality service to our internal customers and the citizens of El Dorado County.

### DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Taxes	\$ 6,770,784	\$ 6,874,797	\$ 7,267,934	\$ 7,267,934	\$ 393,137	6%
Licenses, Permits	\$ 832,658	\$ 718,022	\$ 764,909	\$ 764,909	\$ 46,887	7%
Fine, Forfeiture & Penalties	\$ 7,792	\$ 1,082	\$ 2,704	\$ 2,704	\$ 1,622	150%
Use of Money & Property	\$ 331,985	\$ 302,706	\$ 304,220	\$ 304,220	\$ 1,514	1%
State	\$ 10,686,244	\$ 9,133,773	\$ 12,208,284	\$ 12,208,284	\$ 3,074,511	34%
Federal	\$ 16,192,912	\$ 23,671,519	\$ 29,266,854	\$ 29,266,854	\$ 5,595,335	24%
Other Governmental Agencies	\$ 583,527	\$ -	\$ -	\$ -	\$ -	0%
Charges for Service	\$ 6,243,416	\$ 11,354,359	\$ 8,409,295	\$ 8,409,295	\$ (2,945,064)	-26%
Miscellaneous	\$ 661,409	\$ 1,812,008	\$ 3,164,902	\$ 3,164,902	\$ 1,352,894	75%
Other Financing Sources	\$ 24,506,600	\$ 27,643,523	\$ 27,142,169	\$ 27,142,169	\$ (501,354)	-2%
Use of Fund Balance	\$ -	\$ 8,457,029	\$ 6,388,245	\$ 6,388,245	\$ (2,068,784)	-24%
<b>Total Revenue</b>	<b>\$ 66,817,327</b>	<b>\$ 89,968,818</b>	<b>\$ 94,919,516</b>	<b>\$ 94,919,516</b>	<b>\$ 4,950,698</b>	<b>6%</b>
Salaries and Benefits	\$ 17,233,928	\$ 18,984,311	\$ 18,357,871	\$ 18,357,871	\$ (626,440)	-3%
Services & Supplies	\$ 34,322,228	\$ 44,017,029	\$ 53,644,575	\$ 53,644,575	\$ 9,627,546	22%
Other Charges	\$ 10,476,126	\$ 12,532,237	\$ 11,001,758	\$ 11,001,758	\$ (1,530,479)	-12%
Fixed Assets	\$ 4,115,031	\$ 8,658,029	\$ 5,859,384	\$ 5,859,384	\$ (2,798,645)	-32%
Capitalized Fixed Assets	\$ (2,022,581)	\$ (1,318,509)	\$ (2,716,079)	\$ (2,716,079)	\$ (1,397,570)	106%
Other Financing Uses	\$ 6,221,304	\$ 6,127,099	\$ 6,479,778	\$ 6,479,778	\$ 352,679	6%
Intrafund Transfers	\$ 7,763,009	\$ 7,820,662	\$ 7,477,462	\$ 7,477,462	\$ (343,200)	-4%
Intrafund Abatement	\$ (7,693,586)	\$ (7,717,872)	\$ (7,409,046)	\$ (7,409,046)	\$ 308,826	-4%
Appropriation for Contingencies	\$ -	\$ 667,011	\$ 573,106	\$ 573,106	\$ (93,905)	-14%
Designations of Fund Balance	\$ -	\$ 712,871	\$ 2,102,376	\$ 2,102,376	\$ 1,389,505	195%
<b>Total Appropriations</b>	<b>\$ 70,415,459</b>	<b>\$ 90,482,868</b>	<b>\$ 95,371,185</b>	<b>\$ 95,371,185</b>	<b>\$ 4,888,317</b>	<b>5%</b>
<b>Net County Cost</b>	<b>\$ 3,598,132</b>	<b>\$ 514,050</b>	<b>\$ 451,669</b>	<b>\$ 451,669</b>	<b>\$ (62,381)</b>	<b>-12%</b>
FTEs	160.4	160.4	156.4	156.4	(4.0)	-2%

### MAJOR BUDGET CHANGES

#### General Fund Revenue

- (\$276,035) Decrease in Charges for Services for County Engineer program due to the anticipated decrease in fee collection and time and material billings, as the expansion of the workload for development-based activity has not materialized to the extent originally anticipated.
- (\$275,000) Decrease in Operating Transfers from special revenue funds for development deposits due to less time and material billings as compared to the current year budget.

# Transportation

## RECOMMENDED BUDGET • FY 2017 - 18

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### Special Revenue Fund Revenue

- \$4,574,238 Increase in Federal revenues to reflect FEMA reimbursement funds for the reconstruction of roads which were damaged during the 2017 winter storms.
- \$3,072,517 Increase in State revenues related to: disaster reimbursement funds for the reconstruction of County roads due to damage during the winter storms (\$1,682,224); anticipated increase in Highway User Tax/Gas Tax (\$475,000) based on actual receipts and current projects; award of a rubberized asphalt grant from CalRecycle.
- \$3,000,000 Increase in Other Financing Sources to reflect the transfer of additional local discretionary funds (existing fund balance) to be used for road maintenance.
- (\$2,718,031) Last fiscal year the department budgeted for MC&FP funds for road maintenance. During FY 2016-17, these funds were placed back into the MC&FP accounts and are not re-budgeted for road maintenance in FY 2017-18.

### Enterprise Fund Revenue (Airports)

- \$1,021,097 Increase in Federal revenue due to airport capital projects.

### Internal Revenue Fund Revenue (Fleet)

- (\$259,000) Decrease in Operating Transfers due to fewer vehicle upgrades and new vehicles.

### General Fund Appropriations

- (\$315,000) Decrease in Services and Supplies primarily due to less development activity needed for engineering consultant work on plan checking and inspections of development projects.
- (\$263,714) Decrease in Interfund Transfers due to less demand for Road Fund staff to perform County Engineer functions, related to fewer development projects projected as compared to FY 2016-17.

### Special Revenue Fund Appropriations

- \$10,475,979 Construction and engineering contracts increase due to planned activity in construction to repair storm damaged roads and other road work.
- \$2,164,808 Road maintenance and construction increase due to more maintenance funds being made available locally and from the State.
- (\$2,939,935) Fixed assets (infrastructure acquisition) decrease based solely on less infrastructure acquisition paid to developers according to approved payment schedules. The FY 2016-17 budget included payments to West Valley LLC for the Silva Valley Interchange.

### Special Revenue Fund – Board Governed Districts - Appropriations

- \$775,330 Increase in Maintenance funding for drainage systems.
- \$443,342 Increase in Road maintenance and construction funding.

Enterprise Fund Appropriations (Airports)

- \$1,157,000 Increase in Fixed Asset construction due to planned projects at airports. The projects include crack sealing, joint sealing and marking runway, taxiways, aprons and T-hanger taxi-lanes and runway end at the Georgetown Airport. Projects at the Placerville airport include the removal of the existing taxiway lights and installation of new based-mounted taxiway lights.
- (\$102,143) Elimination of one vacant Airport Technician I/II position.

Internal Revenue Fund Appropriations (Fleet)

- (\$117,945) Decrease in Services and Supplies primarily due to a decrease in rent and lease of equipment for a Telematics system previously budgeted in FY 2016-17. This item is being eliminated.

PROGRAM SUMMARIES

Transportation – General Fund programs (discretionary funds)

*County Engineer*

The County Engineer Program provides civil engineering functions associated with subdivision and parcel map development including tentative map and improvement plan check; construction inspection and contract administration; grading and site improvement plan check and inspection; and miscellaneous responsibilities. Staff supporting the County Engineer function is initially funded in the Road Fund in various cost centers to include the Engineering/Construction unit and the Development/Right of Way/Environmental unit, as well as in the Long-Range Planning division. These labor costs are secondarily billed to the County Engineer function which accounts for the fact that the Full Time Equivalent (FTE) positions are shown as zero.

The County Engineer Unit’s revenue sources are from development, flat-rate fees and time & material charges for work performed by the unit.

*Cemetery Operations*

This unit provides for the administration and maintenance of the County cemeteries. Cemetery Operations receives funding from charges for burial services.

Transportation – Road Fund

*Maintenance*

This unit is responsible for the maintenance of approximately 1,070 miles of roadway in El Dorado County. The maintenance program includes asphalt patching and paving, roadside brushing and tree trimming, crack sealing, ditch cleaning, roadway sweeping, storm drain and culvert cleaning, bridge maintenance and the roadside vegetation control (herbicide) program. In addition, it conducts the snow removal program and the surface treatment (overlay and chip seal) program as funding becomes available. This unit is also responsible for Traffic Operations, which provides installation and maintenance of roadway signs, traffic signals and roadway striping. Additionally, the Maintenance unit operates the equipment maintenance facilities that maintain heavy equipment and County vehicles.



# Transportation

RECOMMENDED BUDGET • FY 2017 - 18

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## *Development, Right-of-Way and Environmental*

The Development, Right-of-Way and Environmental (DRE) Unit is responsible for discretionary review of projects where development is conditioned to construct improvements to mitigate impacts resulting from the proposed project. The unit is also responsible for acquiring right-of-way and performing environmental reviews for the Capital Improvement Program (CIP). DRE also oversees public utility facilities construction activities within the County road right-of-way on the west slope of the County. The DRE unit additionally seeks, compiles data, and applies for State and Federal grants that provide revenue for the various units in Transportation.

## *Engineering*

The Engineering unit includes the West Slope and the Tahoe region, as well as the Office Engineer and the Materials Lab. The units are responsible for the construction of the department's Capital Improvement Program (CIP) and the Environmental Improvement Program (EIP). The construction of these projects includes planning, designing, engineering, surveying and constructing County roads, highways, bridges, interchanges and storm water quality and environmental restoration projects. The unit also performs inspections and material testing for roadway construction, including developer-advanced road projects, performs the subdivision inspection function of the County Engineer, and oversees public utility facilities construction activities within the County road right-of-way in South Lake Tahoe. The Office Engineer is responsible for the creation of operating standards to facilitate project delivery and the creation of policy and guidelines for the department's Continuous Quality Improvement Program (CQIP). The Appropriations shown above are negative because this unit supports the CIP and Erosion Control Programs which generate overhead recovery. The revenue is realized as an intrafund abatement to the appropriations rather than in a revenue classification.

## *Transportation Director's Office*

The Director's Office manages and has overall responsibility for all units within the Transportation Department. Department-wide administrative costs, such as the allocation of Community Development Services - Administration and Finance costs, A-87 cost plan allocation charges, and department-specific software costs, are included in this unit's appropriations. These costs are allocated and recovered throughout the department in the administrative component of the department's labor rates.

## *General Department Costs*

General costs include items such as liability insurance, County Counsel charges, utilities, telephone charges, etc. Additionally, cost for the construction of the Headington Road facility equipment wash rack is included in this budget unit. Where these services are provided to restricted road fund programs, costs are recovered through the billing rates charged to that program.

The Road Fund discretionary revenue sources are received in this unit. Major revenue sources are: State Highway Taxes (Gas Tax), Road District Taxes, and Public Utility Franchise Fees. Federal Forest Reserve fees are expected to decrease based on the failure of Congress to pass an extension to the Secure Rural Schools and Self-Determination Act, resulting in a reduction of revenues to the minimum 25% calculation in the original bill. The General Fund contribution in the amount of \$3,284 is for rent of Headington Road space for Assemblyman Bigelow.

*Capital Roadway Improvements*

This program (with the staff provided by Engineering and Development, Right-of-Way and Environmental) provides for the project development and construction of County roadway capital improvements. The Capital Improvement Program (CIP) focuses on the transportation system within the County, consisting of the roadway network and bicycle and pedestrian facilities. The CIP provides for rehabilitation of existing infrastructure as well as providing for expansion of existing facilities and systems.

Transportation – Other Special Revenue Funds (designated funding)

*Erosion Control Improvements*

The primary objective of the Erosion Control Program is to utilize grant funding and local TRPA mitigation funds to construct the El Dorado County storm water quality improvement projects and environmental restoration projects contained within the Lake Tahoe Basin Environmental Improvement Program (EIP), which is incorporated into the CIP. Resources provided by Engineering (Tahoe) are utilized to accomplish this objective. The Lake Tahoe Basin EIP and Federal water quality mandates have objectives designed to accelerate achievement of water quality improvement goals established for the Lake Tahoe region. The Erosion Control Program also includes efforts related to the implementation of bicycle facilities identified in the Lake Tahoe EIP to assist in the attainment of air quality thresholds.

*Road District Tax*

This budget unit is established for the purpose of initially capturing property taxes designated for road purposes as Road District Tax revenues which are subsequently transferred out of this fund and recorded as funding sources to the Road Fund. Since the enactment of ERAF I (Education Revenue Augmentation Fund I) by the State of California, an annual subsidy from the Road District Tax fund to the Cameron Park Airport District has been provided for road maintenance.

The Road District Tax unit receives all its revenue from property taxes and homeowner's tax relief funds.

*Placerville Union Cemetery*

This special revenue fund provides for the operation and maintenance of the Placerville Union Cemetery. Staffing for this unit is provided by employees of Community Development Services - Administration and Finance, and Cemetery Operations (shown herein under the Transportation Department's Program Summary).

*Special Aviation*

This is a 'pass through' fund. State Aviation revenue and interest income is recognized in this Special Revenue Fund and dispersed equally to both the Placerville and Georgetown Airports for operations.

# Transportation

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## Transportation – Board of Supervisors Governed Districts

### *Special District and Zones of Benefit*

This program provides for the activities of County Service Areas 2, 3, 5, and 9, Zones of Benefit, and the Georgetown Cemetery Zone. Areas and zones are established to provide road and drainage maintenance, lighting, cemetery services and other localized services to a specific area.

Special Districts are primarily funded by taxes and special assessments from benefiting parcels.

## Transportation – Airports (Enterprise Fund)

### *Airports*

This program provides for the operation and maintenance of the general aviation facilities located at the Placerville and Georgetown airports and provides for oversight of capital improvement projects at the airports. The General Fund contribution supports operations at the Placerville and Georgetown airports, and provides a contribution to the Airports to allocate property tax representative of the amount collected at the Placerville and Georgetown airports.

The Airports Unit receives funding from the sale of aviation fuel, rental of tie-downs and hangers at the airports, the aforementioned General Fund Contribution, State Aviation funds, and revenue from the sale of gate openers. Federal and State Grants and an ACO Contribution are received to fund the capital improvement projects.

## Transportation – Internal Service Fund (Program charging other departments for services)

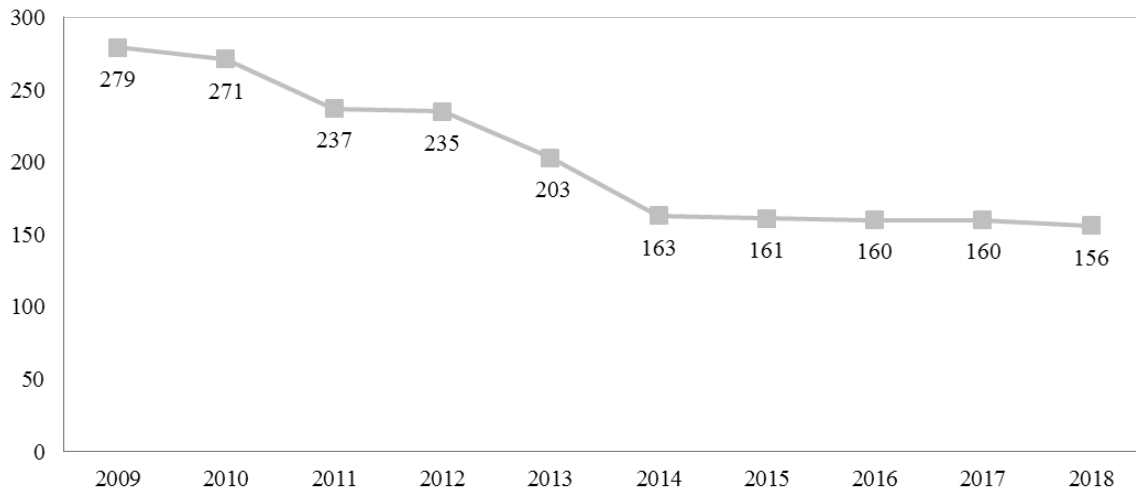
The Fleet Services unit is overseen by the Transportation Department’s Maintenance unit. Fleet Services manages the planning, acquisition, and replacement of County vehicles, as well as the sale or disposal of surplus vehicles and manages the fleet pool. This unit also provides auto maintenance and repair services for County vehicles both in and out of the fleet pool.

## BUDGET SUMMARY BY PROGRAM

	<b>Appropriations</b>	<b>Revenues</b>	<b>Net County Cost</b>	<b>Staffing</b>
County Engineer	\$ 2,019,252	\$ 1,694,663	\$ 324,589	0.0
Cemetery Operations	\$ 154,755	\$ 27,675	\$ 127,080	0.8
Maintenance (Road Fund)	\$ 18,156,849	\$ 18,156,849	\$ -	88.0
Engineering	\$ 2,199,632	\$ 2,199,632		59.0
Capital Roadway Improvements	\$ 48,891,664	\$ 48,891,664	\$ -	0.0
General Department Cost	\$ 952,414	\$ 952,414	\$ -	0.0
Airports	\$ 2,692,546	\$ 2,692,546	\$ -	2.0
Erosion Control Improvements	\$ 2,957,253	\$ 2,957,253	\$ -	0.0
Fleet Shop	\$ 2,069,010	\$ 2,069,010	\$ -	4.0
Placerville Union Cemetery	\$ 52,064	\$ 52,064	\$ -	0.0
Road District Tax	\$ 6,459,748	\$ 6,459,748	\$ -	0.0
Special Aviation	\$ 20,030	\$ 20,030	\$ -	0.0
Special District & Zones of Benfit	\$ 4,712,680	\$ 4,712,680	\$ -	0.6
Transportation Director's Office	\$ 4,033,288	\$ 4,033,288	\$ -	2.0
<b>Total</b>	<b>\$ 95,371,185</b>	<b>\$ 94,919,516</b>	<b>\$ 451,669</b>	<b>156.4</b>

### STAFFING TREND

Staffing for the Department of Transportation has fluctuated over the last 10 years due to a number of organizational changes, including the addition and removal of various programs including airports, fleet services, and facility services. Additionally, 25.4 FTE of administration positions were moved from Transportation to the CDA Administration Division in 2014. The recommended staff allocation for FY 2017-18 is 156.4 FTE. In the budget development process, the department eliminated three vacant and unfunded Highway Maintenance Worker I/II/III positions and one vacant Airport Technician I/II position.



### BEST PRACTICES & SERVICE INDICATORS: FLEET MANAGEMENT

In accordance with the Strategic Plan, the following best practices and service indicators will be implemented and measured throughout FY 17-18. Results will be included in the following budget, and each year thereafter, to measure progress and levels of service.

#### Best Practices

**Network and Benchmark:** Maintain communication and cooperation with other Fleet Management entities with similar operations in vehicles and equipment as a tool to assist in confirming operational goals and productivity standards.

**Fleet Management Value:** Fleet Management must have ownership of the Fleet and show the value in having full control over Fleet vehicles and operations. Control brings order to the vehicle fleet in terms of consistency in vehicle condition and safety through proper maintenance, disposal and procurement. This includes keeping up with new vehicle technology and Going Green in the evolution of alternative fuel and electric vehicles to reduce fuel consumption and show good environmental stewardship.

# Transportation

## RECOMMENDED BUDGET • FY 2017 - 18

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### Service Indicators

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#### *Fleet - Operational Metrics*

- 1) Vehicle mileage/usage rate cost benchmarked versus other Fleets, state and national averages. (Annually)
- 2) Average MPG of vehicle fleet benchmarked versus other Fleets, state and national averages. (Annually)
- 3) Average cost to maintain and repair vehicles within acceptable levels compared to replacement costs. (Annually)
- 4) Level of service related to vehicle use in miles/days of operation compared to Policy requirements, including percentage of under-utilized justifications. (Annually)

### RECOMMENDED BUDGET

The General Fund Recommended Budget represents an overall decrease of \$589,420 (25%) in revenues and decrease of \$651,801 (23%) in appropriations when compared to the FY 2016-17 Adopted Budget. As a result, the Net County Cost has decreased by \$62,381 (12%) to \$451,669. The decrease in NCC can be attributed to a decrease in County development activity for engineering consultants working on plan checking and inspections of development projects. In addition, there has been less demand for Road staff to perform County Engineer functions, which has decreased fee collection and time and material billings.

The Special Revenue Fund Recommended Budget represents an overall increase of \$5,093,562 (6%) in revenues and an increase of \$5,093,562 (6%) in appropriations when compared to the FY 2016-17 Adopted Budget. There is no Net County Cost related to this portion of the budget. The increase in appropriations and revenues is primarily related to funding to repair roads damaged during winter storms and for maintenance on other County roads. For more information on County roads damaged during winter storms and their repair schedule visit the following website <http://gem.edc.gov.us/roadclosure/>.

The table called SB1 – RMRA shows the proposed plan for SB1 – RMRA road maintenance funding schedule for FY 2017-18.

<b>SB1 - RMRA</b>	
<p>SB1 - RMRA upcoming estimated project areas are guided by the Pavement Management System which assists in the selection of road rehabilitation and surface treatment projects. Costs are yet to be determined but plans are to rehabilitate the following areas in preparation for an upcoming surface treatment. Many project areas will require preconstruction activities before surface treatments can be completed. Along with the need for preconstruction activities and the timeframe for receiving the SB1 - RMRA funding many projects will not be completed in FY 2017-18.</p>	
Road Rehabilitation and Surface Treatment	Sawmill Road - (South Lake Tahoe area)
	Columbine Trail, Tionontati Street, Meadow Vale Drive, Onontoga Street - (South Lake Tahoe area) (Additional roads to follow)
	El Dorado Hills Blvd - (El Dorado Hills)
	South Shingle Road - (Latrobe)
	Greenwood Road - (Georgetown area)
	Grizzly Park Section 1 - (Grizzly Flats) (Road list to follow)
	Lake Hills Subdivision Area - (El Dorado Hills)
	Streets in Diamond Springs - (Road list to follow)
	Cold Springs Subdivision - (Placerville area) (Road list to follow)

The SB 1- RMRA funds will start being allocated from the State of California half way through the fiscal year. The amount the County will receive is not certain at this point, but preliminary estimates have been around \$2 million.

The local funding for road maintenance will be increased by \$3 million in FY 2017-18 due to additional local discretionary funding. The table called local funding shows the proposed plan for local discretionary funding for road maintenance in FY 2017-18.

# Transportation

RECOMMENDED BUDGET • FY 2017 - 18

<b>Local Funding</b>	
Road Rehabilitation and Overlay	<b>Elks Club Drive</b> - (South Lake Tahoe area)
Rubberized Cape Seal	<b>Marshall Road</b> - (Coloma to Garden Valley)
	<b>El Dorado Business Park</b> - (El Dorado Hills)
	Cypress Point Ct
	Glenhaven Ct
	Hawks Flight Ct
	Sunglow Ct.
	Golden Foothill Pky
	Hillsdale Cir
	Investment Blvd
	Robert J Mathews Pkwy
	Suncast Ln
	Windfield Wy
	Windplay Dr
	Sandstone Dr
Slurry Seal	<b>Camino Hills Subdivision</b> - (Camino)
	1) Camino Hills Dr
	2) Halcon Rd
	3) Manzana Ct
	4) Monte Vista Dr
	5) Vista Del Mundo
6) Vista Tierra Dr	
Culvert Repairs	Cold Springs Rd (Placerville to Coloma), Lotus Rd (Rescue) , Mosquito Rd (Mosquito)

The Special Revenue Board of Supervisors Governed Districts Recommended Budget represents an overall decrease of \$407,969 (8%) in revenues and an increase of \$407,969 (8%) in appropriations when compared to the FY 2016-17 Adopted Budget. There is no Net County Cost associated with this portion of the budget. The decrease in appropriations and revenue is due to a decrease in transportation maintenance and airport staff charges along with the retirement of a General Fund loan. The loan was for the purchase of a grader in the South Shore Snow Zone that was made in FY 2016-17. Even with a decrease in total appropriations and revenues there is a budgeted increase in the special districts for maintenance of roads and drainage systems due to the winter storms.

The Enterprise Fund Recommended Budget for the airports represents an overall increase of \$1,069,427 (65%) in revenues and an increase of \$1,069,427 (65%) in appropriations when compared to the FY 2016-17 Adopted Budget. There is no Net County Cost associated with this portion of the budget. Appropriations and revenues increased due to construction projects at the airports. The projects include crack sealing and joint sealing, and marking for runway, taxiways, aprons and T-hanger taxi-lanes, and runway end at the Georgetown Airport. Projects at the Placerville airport include the removal of the existing taxiway lights and installation of new based-mounted taxiway lights. The revenue for these projects is primarily from Federal aviation sources.

# Transportation

## RECOMMENDED BUDGET • FY 2017 - 18

The Internal Service Fund Recommended Budget, Fleet program, represents an overall decrease of \$214,902 (9%) in revenues and a decrease of \$214,902 (6%) in appropriations when compared to the FY 2016-17 Adopted Budget. There is no Net County Cost associated with this portion of the budget. The decrease is due primarily to fewer new vehicles or upgrades and reduces renting and leasing of equipment for a Telematics system previously budgeted in the FY 2016-17 budget, which is being eliminated.

### CAO Adjustments

There are no CAO adjustments recommended for FY 2017-18.

### Sources & Uses of Funds

The Department of Transportation is primarily funded by State and federal revenues. Local Zones of Benefit and fee areas also provide funding for road and drainage maintenance, lighting, cemetery services and other localized services to a specific area.

The Fleet Management function is an internal service fund and receives the majority of its funding through charges to other County departments which use Fleet services.

There is a General Fund cost related to the County Engineer function, which is funded by general revenues received in the Department 15 – Other County Operations budget unit.

## FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
0230	41,385	41,385	0	0	-41,385
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	41,385	41,385	0	-41,385
1407	6,000	42,623	5,500	5,500	-37,123
1408	1,000	2,100	1,000	1,000	-1,100
1409	18,000	4,700	18,000	18,000	13,300
1410	2,000	2,000	2,000	2,000	0
1411	2,000	5,550	2,000	2,000	-3,550
1412	975,000	1,065,000	816,163	816,163	-248,837
1740	6,000	6,000	6,000	6,000	0
1856	10,800	10,800	12,075	12,075	1,275
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	1,020,800	1,138,773	862,738	-276,035
1920	6,000	6,600	6,000	6,000	-600
1940	3,600	0	3,600	3,600	3,600
1942	237	0	0	0	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	9,837	6,600	9,600	3,000
2020	850,000	1,125,000	850,000	850,000	-275,000
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	850,000	1,125,000	850,000	-275,000
<b>TYPE: R SUBTOTAL</b>	1,922,022	2,311,758	1,722,338	1,722,338	-589,420



# Transportation

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	49,728	49,728	49,537	49,537	-191
3020	RETIREMENT EMPLOYER SHARE	11,328	1,832	11,946	11,946	10,114
3022	MEDI CARE EMPLOYER SHARE	721	721	718	718	-3
3040	HEALTH INSURANCE EMPLOYER	0	9,496	0	0	-9,496
3042	LONG TERM DISABILITY EMPLOYER	124	124	124	124	0
3046	RETIREE HEALTH: DEFINED	775	775	839	839	64
3060	WORKERS' COMPENSATION EMPLOYER	530	530	751	751	221
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	63,206	63,206	63,915	63,915	709
4184	MAINT: CEMETERY	10,000	25,500	16,701	16,701	-8,799
4197	MAINTENANCE BUILDING: SUPPLIES	1,500	3,000	1,500	1,500	-1,500
4220	MEMBERSHIPS	120	132	132	132	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	610,000	834,000	640,000	640,000	-194,000
4313	LEGAL SERVICES	0	150,000	0	0	-150,000
4333	BURIAL SERVICES	6,000	6,000	6,000	6,000	0
4337	OTHER GOVERNMENTAL AGENCIES	41,385	41,385	41,385	41,385	0
4400	PUBLICATION & LEGAL NOTICES	150	250	150	150	-100
4500	SPECIAL DEPT EXPENSE	5,600	5,600	5,600	5,600	0
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	674,755	1,065,867	711,468	711,468	-354,399
5180	TAX & ASSESSMENTS	240	240	240	240	0
5351	INTERFND: COUNTY ENGINEER	1,474,000	1,589,320	1,325,606	1,325,606	-263,714
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	1,474,240	1,589,560	1,325,846	1,325,846	-263,714
7200	INTRAFUND TRANSFERS: ONLY GENERAL	82,576	104,675	60,278	60,278	-44,397
7210	INTRAFND: COLLECTIONS	2,500	2,500	2,500	2,500	0
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	10,000	0	10,000	10,000	10,000
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	95,076	107,175	72,778	72,778	-34,397
7350	INTRFND ABATEMENTS: GF ONLY	-30,000	0	0	0	0
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-30,000	0	0	0	0
<b>TYPE: E SUBTOTAL</b>		2,277,277	2,825,808	2,174,007	2,174,007	-651,801
<b>FUND TYPE:</b>	<b>10 SUBTOTAL</b>	355,255	514,050	451,669	451,669	-62,381

# Transportation

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0100	PROP TAX: CURR SECURED	5,742,500	5,526,698	5,972,200	445,502
0110	PROP TAX: CURR UNSECURED	110,000	126,105	114,400	-11,705
0120	PROP TAX: PRIOR SECURED	-2,000	0	0	0
0130	PROP TAX: PRIOR UNSECURED	-700	520	0	-520
0140	PROP TAX: SUPP CURRENT	66,500	66,485	69,160	2,675
0150	PROP TAX: SUPP PRIOR	40,000	32,448	41,600	9,152
0161	TAX: TDA - TRANSPORTATION	-45,103	50,999	0	-50,999
0174	TAX: TIMBER YIELD	5,000	8,500	5,000	-3,500
<b>CLASS: 01</b>	<b>REV: TAXES</b>	<b>5,916,197</b>	<b>5,811,755</b>	<b>6,202,360</b>	<b>390,605</b>
0230	PERMIT: ROAD PRIVILEGES	77,350	55,000	60,000	5,000
0250	FRANCHISE: PUBLIC UTILITY	700,000	621,637	704,909	83,272
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	<b>777,350</b>	<b>676,637</b>	<b>764,909</b>	<b>88,272</b>
0360	PENALTY & COST DELINQUENT TAXES	2,600	1,082	2,704	1,622
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp;</b>	<b>2,600</b>	<b>1,082</b>	<b>2,704</b>	<b>1,622</b>
0400	REV: INTEREST	25,670	12,245	15,280	3,035
0420	RENT: LAND & BUILDINGS	24,401	24,401	24,401	0
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	<b>50,071</b>	<b>36,646</b>	<b>39,681</b>	<b>3,035</b>
0500	ST: AVIATION	20,000	20,000	20,000	0
0520	ST: 2104A ADM / ENG HWY TAX	20,000	20,000	20,000	0
0521	ST: 2104B SNOW REMOVAL HWY TAX	705,930	917,000	705,929	-211,071
0522	ST: 2104D,E,F UNRESTRICTED HWY TAX	2,341,382	2,427,220	2,521,052	93,832
0523	ST: 2105 PROP 111 HWY TAX	1,794,138	1,823,599	1,795,927	-27,672
0524	ST: 2106 UNRESTRICTED HWY TAX	795,590	649,553	764,562	115,009
0526	ST: 2103 UNRESTRICTED HWY TAX	1,071,516	695,923	1,200,852	504,929
0742	ST: CA TAHOE CONSERVANCY	146,408	270,000	966,000	696,000
0744	ST: RSTP 182.6D1 RGNL SURFACE TRAN	427,232	450,000	450,000	0
0745	ST: RSTP 182.6G RGNL SURFACE TRAN	0	77,500	0	-77,500
0746	ST: RSTP 182.6H RGNL SURFACE TRAN	396,419	359,164	359,164	0
0747	ST: RSTP 182.9 RGNL SURFACE TRAN	100,000	100,000	100,000	0
0780	ST: DISASTER RELIEF	0	0	1,682,224	1,682,224
0820	ST: HOMEOWNER PROP TAX RELIEF	54,100	58,741	56,263	-2,478
0880	ST: OTHER	89,087	172,265	500,000	327,735
0904	ST: CAL TRANS	140,000	1,040,000	1,060,000	20,000
0914	ST: PROP IB	55,653	48,491	0	-48,491
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	<b>8,157,455</b>	<b>9,129,456</b>	<b>12,201,973</b>	<b>3,072,517</b>
1052	FED: HBRD - HIGHWAY BRIDGES	10,000,000	14,355,290	13,108,151	-1,247,139
1054	FED: UNITED STATES FOREST SERVICE	833,224	753,206	1,334,726	581,520
1055	FED: HAZARD ELIMINATION	1,000,000	1,298,144	846,757	-451,387
1056	FED: CMAQ - CONGEST MITIGATN AIR	2,000,000	4,985,079	3,678,256	-1,306,823
1058	FED: STP - SURFACE TRANSPORT	40,000	0	378,500	378,500

# Transportation

RECOMMENDED BUDGET • FY 2017 - 18

## FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
1060	FED: FEMA - EMERGENCY MANAGEMENT	1,181	0	6,087,835	6,087,835	6,087,835
1061	FED: FHWA - HIGHWAY ADMINISTRATION	0	0	1,649,314	1,649,314	1,649,314
1070	FED: FOREST RESERVE REVENUE	368,383	368,383	368,383	368,383	0
1100	FED: OTHER	2,189,726	1,505,705	388,123	388,123	-1,117,582
<b>CLASS: 10</b>	<b>REV: FEDERAL</b>	16,432,514	23,265,807	27,840,045	27,840,045	4,574,238
1406	ABANDONMENT OF EASEMENT	0	3,267	0	0	-3,267
1740	CHARGES FOR SERVICES	1,602,277	3,602,277	1,987,083	1,987,083	-1,615,194
1745	PUBLIC UTILITY INSPECTIONS	434,000	453,469	568,343	568,343	114,874
1763	CAPITAL IMPROVEMENT PROJECT	220,000	220,000	0	0	-220,000
1765	EID - EL DORADO IRRIGATION DISTRICT	87,000	33,000	0	0	-33,000
1768	TRPA - TAHOE REGIONAL PLANNING	501,951	580,694	432,000	432,000	-148,694
1800	INTERFND REV: SERVICE BETWEEN FUND	126,025	109,245	122,751	122,751	13,506
1830	INTERFND REV: ALLOCATED	184,887	222,893	230,266	230,266	7,373
1851	INTERFND REV: COUNTY ENGINEER	1,463,200	1,589,321	1,325,606	1,325,606	-263,715
1856	INTERFND REV: SPECIAL DIST	618,500	842,136	410,868	410,868	-431,268
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	5,237,840	7,656,302	5,076,917	5,076,917	-2,579,385
1920	OTHER SALES	24,600	20,300	24,600	24,600	4,300
1940	MISC: REVENUE	264,545	593,980	2,100,745	2,100,745	1,506,765
1942	MISC: REIMBURSEMENT	284,894	733,205	524,106	524,106	-209,099
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	574,039	1,347,485	2,649,451	2,649,451	1,301,966
2001	SALE FIXED ASSETS: ROADS	5,000	5,000	5,000	5,000	0
2010	OPERATING TRNSFR IN: SILVA VALLEY	8,155,614	8,155,614	3,547,834	3,547,834	-4,607,780
2012	OPERATING TRANSFERS IN: COUNTY TIM	4,119,044	4,619,044	3,071,446	3,071,446	-1,547,598
2014	OPERATING TRNSFR IN: INTERIM HWY 50 TIM	136,426	136,426	0	0	-136,426
2015	OPERATING TRNSFR IN: INSPECTIONS	5,000	10,000	10,000	10,000	0
2020	OPERATING TRANSFERS IN	6,188,300	7,163,388	11,849,714	11,849,714	4,686,326
2023	OPERATING TRANSFERS IN: EDH RIF	176,472	176,472	965,241	965,241	788,769
2024	OPERATING TRANSFERS IN: RDT	5,812,079	5,812,079	6,459,748	6,459,748	647,669
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	24,597,935	26,078,023	25,908,983	25,908,983	-169,040
0001	FUND BALANCE	2,171,629	4,626,187	3,035,919	3,035,919	-1,590,268
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	2,171,629	4,626,187	3,035,919	3,035,919	-1,590,268
<b>TYPE: R SUBTOTAL</b>		63,917,630	78,629,380	83,722,942	83,722,942	5,093,562

# Transportation

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	10,022,106	10,869,100	10,407,427	10,407,427	-461,673
3001	TEMPORARY EMPLOYEES	295,226	304,513	227,050	227,050	-77,463
3002	OVERTIME	545,106	552,169	540,024	540,024	-12,145
3003	STANDBY PAY	18,114	20,908	34,208	34,208	13,300
3004	OTHER COMPENSATION	210,257	251,847	152,030	152,030	-99,817
3005	TAHOE DIFFERENTIAL	66,705	74,400	62,400	62,400	-12,000
3007	HAZARD PAY	655	0	0	0	0
3020	RETIREMENT EMPLOYER SHARE	2,026,954	2,257,773	2,192,835	2,192,835	-64,938
3022	MEDI CARE EMPLOYER SHARE	154,135	161,209	158,943	158,943	-2,266
3040	HEALTH INSURANCE EMPLOYER	2,818,085	3,010,358	2,938,513	2,938,513	-71,845
3042	LONG TERM DISABILITY EMPLOYER	27,755	27,762	27,406	27,406	-356
3043	DEFERRED COMPENSATION EMPLOYER	29,678	33,002	26,786	26,786	-6,216
3046	RETIREE HEALTH: DEFINED	158,711	158,711	179,103	179,103	20,392
3060	WORKERS' COMPENSATION EMPLOYER	445,898	445,898	693,499	693,499	247,601
3080	FLEXIBLE BENEFITS	10,484	10,593	8,934	8,934	-1,659
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>16,829,869</b>	<b>18,178,243</b>	<b>17,649,158</b>	<b>17,649,158</b>	<b>-529,085</b>
4020	CLOTHING & PERSONAL SUPPLIES	16,150	15,900	15,500	15,500	-400
4040	TELEPHONE COMPANY VENDOR	3,500	1,353	3,700	3,700	2,347
4041	COUNTY PASS THRU TELEPHONE CHARGES	16,500	21,244	16,500	16,500	-4,744
4080	HOUSEHOLD EXPENSE	4,650	4,000	4,350	4,350	350
4083	LAUNDRY	12,000	12,000	12,000	12,000	0
4085	REFUSE DISPOSAL	45,325	59,600	53,000	53,000	-6,600
4086	JANITORIAL / CUSTODIAL SERVICES	31,715	27,490	29,327	29,327	1,837
4100	INSURANCE: PREMIUM	858,228	858,228	480,930	480,930	-377,298
4140	MAINT: EQUIPMENT	25,010	25,000	29,300	29,300	4,300
4141	MAINT: OFFICE EQUIPMENT	1,500	3,325	2,000	2,000	-1,325
4143	MAINT: SERVICE CONTRACT	107,000	105,000	105,500	105,500	500
4144	MAINT: COMPUTER	68,883	68,320	61,080	61,080	-7,240
4145	MAINTENANCE: EQUIPMENT PARTS	11,522	5,500	12,250	12,250	6,750
4160	VEH MAINT: SERVICE CONTRACT	80,100	80,000	70,000	70,000	-10,000
4161	VEH MAINT: PARTS DIRECT CHARGE	21,000	29,000	375,000	375,000	346,000
4162	VEH MAINT: SUPPLIES	75,045	65,000	75,000	75,000	10,000
4163	VEH MAINT: INVENTORY	375,000	335,000	21,000	21,000	-314,000
4164	VEH MAINT: TIRE & TUBES	95,000	115,000	95,000	95,000	-20,000
4165	VEH MAINT: OIL & GREASE	200	0	0	0	0
4180	MAINT: BUILDING & IMPROVEMENTS	9	0	10,000	10,000	10,000
4184	MAINT: CEMETERY	28,000	28,743	21,299	21,299	-7,444
4194	MAINTENANCE: CUSTOMER METER	32	0	0	0	0
4197	MAINTENANCE BUILDING: SUPPLIES	3,950	3,300	2,350	2,350	-950
4220	MEMBERSHIPS	7,441	9,652	10,009	10,009	357
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	31,257	31,257	29,300	29,300	-1,957

# Transportation

RECOMMENDED BUDGET • FY 2017 - 18

## FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4262	SOFTWARE	2,050	2,050	2,050	2,050	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	865	1,605	875	875	-730
4264	BOOKS / MANUALS	5,465	6,565	5,600	5,600	-965
4266	PRINTING / DUPLICATING SERVICES	8,991	2,700	7,700	7,700	5,000
4267	ON-LINE SUBSCRIPTIONS	740	0	0	0	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	3,424,353	6,503,041	6,706,235	6,706,235	203,194
4302	CONSTRUCT & ENGINEER CONTRACTS	15,193,173	21,637,612	32,113,591	32,113,591	10,475,979
4303	ROAD MAINT & CONSTRUCTION	16,500	2,203,500	4,368,308	4,368,308	2,164,808
4313	LEGAL SERVICES	95,000	110,000	162,000	162,000	52,000
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	8,525	8,525	7,025	7,025	-1,500
4333	BURIAL SERVICES	12,805	12,805	12,805	12,805	0
4334	FIRE PREVENTION & INSPECTION	5,050	5,050	5,550	5,550	500
4335	EDC DEPT OR AGENCY EL DORADO	500	500	0	0	-500
4337	OTHER GOVERNMENTAL AGENCIES	2,524,450	1,361,550	527,971	527,971	-833,579
4400	PUBLICATION & LEGAL NOTICES	21,450	26,400	10,150	10,150	-16,250
4420	RENT & LEASE: EQUIPMENT	146,900	146,320	144,200	144,200	-2,120
4421	RENT & LEASE: SECURITY SYSTEM	1,488	1,488	960	960	-528
4440	RENT & LEASE: BUILDING &	79,600	79,167	80,200	80,200	1,033
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	12,680	17,180	14,500	14,500	-2,680
4461	EQUIP: MINOR	33,925	30,300	24,800	24,800	-5,500
4462	EQUIP: COMPUTER	0	0	450	450	450
4463	EQUIP: TELEPHONE & RADIO	50	50	0	0	-50
4500	SPECIAL DEPT EXPENSE	275,000	293,480	182,890	182,890	-110,590
4503	STAFF DEVELOPMENT	46,700	38,260	47,695	47,695	9,435
4507	FIRE & SAFETY SUPPLIES	11,350	7,850	4,650	4,650	-3,200
4529	SOFTWARE LICENSE	8,280	8,280	10,648	10,648	2,368
4560	ROAD: BRIDGE MATERIAL	96,650	10,000	10,000	10,000	0
4561	ROAD: GUARDRAIL	8,000	10,000	10,000	10,000	0
4562	ROAD: MARKING SUPPLIES	14,000	21,000	11,000	11,000	-10,000
4564	ROAD: HERBICIDE	100,000	100,000	100,000	100,000	0
4565	ROAD: CHIPS	0	300,000	0	0	-300,000
4566	ROAD: PLANT MIX	1,725,000	2,100,000	1,095,000	1,095,000	-1,005,000
4567	ROAD: AB ROCK	6,688	1,500	5,000	5,000	3,500
4568	ROAD: CRACK FILLER	50,000	50,000	25,000	25,000	-25,000
4569	ROAD: CULVERTS	7,500	2,500	10,000	10,000	7,500
4570	ROAD: EMULSION	10,000	5,000	15,000	15,000	10,000
4571	ROAD: SIGNS	61,600	61,600	42,100	42,100	-19,500
4572	ROAD: BEADS	17,000	17,000	33,000	33,000	16,000
4573	ROAD: PAINT	80,000	80,000	140,000	140,000	60,000
4574	ROAD: SALT & SAND - SNOW REMOVAL	56,000	56,000	66,000	66,000	10,000
4575	ROAD: SIGNAL MATERIALS	95,000	95,000	95,000	95,000	0
4590	ROAD: HAULING PLANT MIX	240,000	295,000	70,000	70,000	-225,000
4600	TRANSPORTATION & TRAVEL	7,344	8,450	11,500	11,500	3,050
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	1,000	1,000	1,000	1,000	0

# Transportation

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4605	RENT & LEASE: VEHICLE	235,041	238,295	190,750	190,750	-47,545
4606	FUEL PURCHASES	501,492	566,500	450,000	450,000	-116,500
4608	HOTEL ACCOMMODATIONS	3,300	4,100	3,250	3,250	-850
4620	UTILITIES	277,395	332,760	281,635	281,635	-51,125
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>27,447,917</b>	<b>38,763,895</b>	<b>48,640,483</b>	<b>48,640,483</b>	<b>9,876,588</b>
5160	RIGHTS OF WAY	2,000,000	3,551,961	3,241,000	3,241,000	-310,961
5180	TAX & ASSESSMENTS	744	711	750	750	39
5240	CONTRIB: NON-CNTY GOVERNMENTAL	25,000	25,000	10,000	10,000	-15,000
5300	INTERFND: SERVICE BETWEEN FUND	1,459,944	1,455,070	1,730,348	1,730,348	275,278
5302	INTERFND: RADIO EQUIPMENT & SUPPORT	1,000	1,000	1,000	1,000	0
5310	INTERFND: COUNTY COUNSEL	97,000	168,000	164,875	164,875	-3,125
5318	INTERFND: MAINTENANCE BLDG & IMPRV	2,500	2,500	4,000	4,000	1,500
5321	INTERFND: COLLECTIONS	8,500	1,500	1,500	1,500	0
5330	INTERFND: ALLOCATED	3,099,323	3,334,834	2,638,166	2,638,166	-696,668
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>6,694,011</b>	<b>8,540,576</b>	<b>7,791,639</b>	<b>7,791,639</b>	<b>-748,937</b>
6020	FIXED ASSET: BUILDING & IMPROVEMENTS	721,000	616,000	16,000	16,000	-600,000
6027	INFRASTRUCTURE ACQUISITION	5,245,369	5,532,096	2,592,161	2,592,161	-2,939,935
6040	FIXED ASSET: EQUIPMENT	1,036,355	1,071,471	553,723	553,723	-517,748
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	<b>7,002,724</b>	<b>7,219,567</b>	<b>3,161,884</b>	<b>3,161,884</b>	<b>-4,057,683</b>
7000	OPERATING TRANSFERS OUT	5,927,109	5,927,099	6,479,778	6,479,778	552,679
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	<b>5,927,109</b>	<b>5,927,099</b>	<b>6,479,778</b>	<b>6,479,778</b>	<b>552,679</b>
7252	INTRAFND: CAPITAL IMPROVEMENT	5,870,000	6,100,859	6,045,404	6,045,404	-55,455
7253	INTRAFND: EROSION CONTROL	912,000	1,018,572	945,139	945,139	-73,433
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>6,782,000</b>	<b>7,119,431</b>	<b>6,990,543</b>	<b>6,990,543</b>	<b>-128,888</b>
7382	INTRFND ABATEMENTS: CAPITAL	-5,856,000	-6,100,859	-6,045,404	-6,045,404	55,455
7383	INTRFND ABATEMENTS: EROSION	-910,000	-1,018,572	-945,139	-945,139	73,433
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	<b>-6,766,000</b>	<b>-7,119,431</b>	<b>-6,990,543</b>	<b>-6,990,543</b>	<b>128,888</b>
<b>TYPE: E SUBTOTAL</b>		<b>63,917,630</b>	<b>78,629,380</b>	<b>83,722,942</b>	<b>83,722,942</b>	<b>5,093,562</b>

<b>FUND TYPE:</b> 11	<b>SUBTOTAL</b>	0	0	0	0	0
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**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0100	PROP TAX: CURR SECURED	107,375	105,425	108,223	108,223	2,798
0175	TAX: SPECIAL TAX	958,318	957,617	957,351	957,351	-266
<b>CLASS: 01</b>	<b>REV: TAXES</b>	<b>1,065,693</b>	<b>1,063,042</b>	<b>1,065,574</b>	<b>1,065,574</b>	<b>2,532</b>
0360	PENALTY & COST DELINQUENT TAXES	2,893	0	0	0	0
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp;</b>	<b>2,893</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
0400	REV: INTEREST	65,554	0	0	0	0
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	<b>65,554</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
1310	SPECIAL ASSESSMENTS	618,178	617,515	618,180	618,180	665
1740	CHARGES FOR SERVICES	5,580	12,000	11,000	11,000	-1,000
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	<b>623,758</b>	<b>629,515</b>	<b>629,180</b>	<b>629,180</b>	<b>-335</b>
1920	OTHER SALES	250	6,000	4,400	4,400	-1,600
1940	MISC: REVENUE	39,047	0	1,200	1,200	1,200
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	<b>39,297</b>	<b>6,000</b>	<b>5,600</b>	<b>5,600</b>	<b>-400</b>
0001	FUND BALANCE	344,118	2,476,129	2,886,079	2,886,079	409,950
0002	FROM RESERVES	114,143	114,143	0	0	-114,143
0003	FROM DESIGNATIONS	831,820	831,820	126,247	126,247	-705,573
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	<b>1,290,081</b>	<b>3,422,092</b>	<b>3,012,326</b>	<b>3,012,326</b>	<b>-409,766</b>
<b>TYPE: R SUBTOTAL</b>		<b>3,087,276</b>	<b>5,120,649</b>	<b>4,712,680</b>	<b>4,712,680</b>	<b>-407,969</b>

# Transportation

RECOMMENDED BUDGET • FY 2017 - 18

## FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	49,492	49,492	50,450	50,450	958
3020	RETIREMENT EMPLOYER SHARE	11,275	11,275	12,166	12,166	891
3022	MEDI CARE EMPLOYER SHARE	718	718	732	732	14
3040	HEALTH INSURANCE EMPLOYER	13,107	13,107	13,093	13,093	-14
3042	LONG TERM DISABILITY EMPLOYER	124	124	126	126	2
3046	RETIREE HEALTH: DEFINED	772	772	855	855	83
3060	WORKERS' COMPENSATION EMPLOYER	528	528	765	765	237
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	76,016	76,016	78,187	78,187	2,171
4085	REFUSE DISPOSAL	500	500	500	500	0
4102	INSURANCE: CSA COUNTY SERVICE	63,136	63,136	64,097	64,097	961
4183	MAINT: GROUNDS	19,380	19,380	30,770	30,770	11,390
4184	MAINT: CEMETERY	18,000	18,000	11,000	11,000	-7,000
4189	MAINT: WATER SYSTEM	0	600	0	0	-600
4190	MAINT: DRAINAGE	0	0	775,339	775,339	775,339
4197	MAINTENANCE BUILDING: SUPPLIES	215	200	4,000	4,000	3,800
4260	OFFICE EXPENSE	200	1,994	1,401	1,401	-593
4261	POSTAGE	210	877	1,015	1,015	138
4300	PROFESSIONAL & SPECIALIZED SERVICES	0	37,916	105,552	105,552	67,636
4303	ROAD MAINT & CONSTRUCTION	941,344	1,399,324	1,842,666	1,842,666	443,342
4333	BURIAL SERVICES	0	9,000	9,000	9,000	0
4337	OTHER GOVERNMENTAL AGENCIES	20,000	20,000	20,000	20,000	0
4400	PUBLICATION & LEGAL NOTICES	2,325	3,050	4,056	4,056	1,006
4420	RENT & LEASE: EQUIPMENT	0	0	7,500	7,500	7,500
4440	RENT & LEASE: BUILDING &	55	950	985	985	35
4500	SPECIAL DEPT EXPENSE	0	10,129	10,220	10,220	91
4501	SPECIAL PROJECTS	49,994	1,133,271	3,600	3,600	-1,129,671
4560	ROAD: BRIDGE MATERIAL	0	199	0	0	-199
4564	ROAD: HERBICIDE	0	350	25,803	25,803	25,453
4566	ROAD: PLANT MIX	4,251	7,700	25,319	25,319	17,619
4567	ROAD: AB ROCK	0	6,000	35,745	35,745	29,745
4606	FUEL PURCHASES	0	150	150	150	0
4620	UTILITIES	44,854	43,633	43,289	43,289	-344
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	1,164,464	2,776,359	3,022,007	3,022,007	245,648
5060	RETIREMENT: OTHER LONG TERM DEBT	68,333	68,333	0	0	-68,333
5100	INTEREST: OTHER LONG TERM DEBT	180	133	0	0	-133
5300	INTERFND: SERVICE BETWEEN FUND	0	5,500	4,000	4,000	-1,500
5330	INTERFND: ALLOCATED	12,250	12,250	10,710	10,710	-1,540
5356	INTERFND: SPECIAL DIST MAINTENANCE	926,746	902,593	422,943	422,943	-479,650
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	1,007,509	988,809	437,653	437,653	-551,156
6020	FIXED ASSET: BUILDING & IMPROVEMENTS	14,310	51,200	0	0	-51,200

# Transportation

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>CLASS: 60 FIXED ASSETS</b>	14,310	51,200	0	0	-51,200
7000 OPERATING TRANSFERS OUT	200,000	200,000	0	0	-200,000
<b>CLASS: 70 OTHER FINANCING USES</b>	200,000	200,000	0	0	-200,000
7250 INTRAFND: NOT GEN FUND / SAME FUND	83,881	83,881	84,181	84,181	300
7257 INTRAFND: CSA INSURANCE	59,620	63,136	64,097	64,097	961
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	143,501	147,017	148,278	148,278	1,261
7380 INTRFND ABATEMENTS: NOT GENERAL	-88,266	-88,266	-88,543	-88,543	-277
7387 INTRFND ABATEMENTS: CSA INSURANCE	-59,620	-63,136	-64,097	-64,097	-961
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	-147,886	-151,402	-152,640	-152,640	-1,238
7700 APPROPRIATION FOR CONTINGENCIES	0	403,288	429,898	429,898	26,610
<b>CLASS: 77 APPROPRIATION FOR</b>	0	403,288	429,898	429,898	26,610
7801 DESIGNATIONS OF FUND BALANCE	238,686	238,686	343,696	343,696	105,010
7802 DESIGNATIONS ROAD INFRASTRUCTURE	121,529	121,529	136,429	136,429	14,900
7803 DESIGNATION DRAINAGE	269,147	269,147	269,172	269,172	25
<b>CLASS: 78 RESERVES: BUDGETARY ONLY</b>	629,362	629,362	749,297	749,297	119,935
<b>TYPE: E SUBTOTAL</b>	3,087,276	5,120,649	4,712,680	4,712,680	-407,969
<b>FUND TYPE: 12 SUBTOTAL</b>	0	0	0	0	0

**FUND TYPE:** 31 ENTERPRISE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0400 REV: INTEREST	890	130	1,090	1,090	960
0423 RENT: AIRPORT FIXED BASE OPERATOR	54,481	53,928	53,675	53,675	-253
0424 RENT: AIRPORT HANGAR	27,000	27,000	27,000	27,000	0
0425 RENT: AIRPORT TIE DOWN	44,888	45,180	37,776	37,776	-7,404
0426 RENT: AIRPORT LAND USE SPACE	136,300	135,472	136,248	136,248	776
<b>CLASS: 04 REV: USE OF MONEY &amp; PROPERTY</b>	263,559	261,710	255,789	255,789	-5,921
0880 ST: OTHER	16,220	4,317	6,311	6,311	1,994
<b>CLASS: 05 REV: STATE INTERGOVERNMENTAL</b>	16,220	4,317	6,311	6,311	1,994
1100 FED: OTHER	355,762	405,712	1,426,809	1,426,809	1,021,097
<b>CLASS: 10 REV: FEDERAL</b>	355,762	405,712	1,426,809	1,426,809	1,021,097
1800 INTERFND REV: SERVICE BETWEEN FUND	10,000	0	0	0	0
1856 INTERFND REV: SPECIAL DIST	49,657	49,657	0	0	-49,657
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	59,657	49,657	0	0	-49,657
1920 OTHER SALES	373,373	373,373	410,397	410,397	37,024
1940 MISC: REVENUE	4,750	0	3,054	3,054	3,054
1942 MISC: REIMBURSEMENT	1,012	1,100	0	0	-1,100
<b>CLASS: 19 REV: MISCELLANEOUS</b>	379,135	374,473	413,451	413,451	38,978
2020 OPERATING TRANSFERS IN	113,882	148,500	95,279	95,279	-53,221
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	113,882	148,500	95,279	95,279	-53,221
0001 FUND BALANCE	342,794	378,750	340,000	340,000	-38,750
<b>CLASS: 22 FUND BALANCE</b>	342,794	378,750	340,000	340,000	-38,750
<b>TYPE: R SUBTOTAL</b>	1,531,009	1,623,119	2,537,639	2,537,639	914,520



# Transportation

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## FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 31 ENTERPRISE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	172,278	172,438	118,482	118,482	-53,956
3004	OTHER COMPENSATION	6,162	29,760	860	860	-28,900
3020	RETIREMENT EMPLOYER SHARE	34,872	34,715	33,281	33,281	-1,434
3022	MEDI CARE EMPLOYER SHARE	2,341	2,496	1,718	1,718	-778
3040	HEALTH INSURANCE EMPLOYER	69,790	72,226	49,828	49,828	-22,398
3042	LONG TERM DISABILITY EMPLOYER	430	430	296	296	-134
3046	RETIREE HEALTH: DEFINED	2,274	2,274	2,899	2,899	625
3060	WORKERS' COMPENSATION EMPLOYER	6,389	6,389	11,221	11,221	4,832
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	294,536	320,728	218,585	218,585	-102,143
4020	CLOTHING & PERSONAL SUPPLIES	120	75	120	120	45
4041	COUNTY PASS THRU TELEPHONE CHARGES	5,000	2,520	5,000	5,000	2,480
4080	HOUSEHOLD EXPENSE	680	560	680	680	120
4083	LAUNDRY	280	275	280	280	5
4085	REFUSE DISPOSAL	1,950	1,990	1,950	1,950	-40
4101	INSURANCE: ADDITIONAL LIABILITY	6,000	6,000	6,000	6,000	0
4140	MAINT: EQUIPMENT	3,033	4,200	3,000	3,000	-1,200
4143	MAINT: SERVICE CONTRACT	4,200	3,550	4,200	4,200	650
4144	MAINT: COMPUTER	1,750	2,495	1,000	1,000	-1,495
4145	MAINTENANCE: EQUIPMENT PARTS	5,400	4,400	4,000	4,000	-400
4180	MAINT: BUILDING & IMPROVEMENTS	1,750	17,504	3,763	3,763	-13,741
4197	MAINTENANCE BUILDING: SUPPLIES	4,100	4,100	8,220	8,220	4,120
4220	MEMBERSHIPS	83	75	100	100	25
4240	MISC: EXPENSE	10,650	10,420	10,650	10,650	230
4266	PRINTING / DUPLICATING SERVICES	18	0	0	0	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	253,626	305,933	238,808	238,808	-67,125
4334	FIRE PREVENTION & INSPECTION	100	100	100	100	0
4337	OTHER GOVERNMENTAL AGENCIES	3,000	3,000	3,000	3,000	0
4400	PUBLICATION & LEGAL NOTICES	2,400	3,000	2,500	2,500	-500
4420	RENT & LEASE: EQUIPMENT	0	0	1,450	1,450	1,450
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	400	450	400	400	-50
4461	EQUIP: MINOR	650	1,150	650	650	-500
4500	SPECIAL DEPT EXPENSE	7,850	6,485	5,913	5,913	-572
4503	STAFF DEVELOPMENT	0	0	100	100	100
4515	BULK: FUEL PURCHASE FLEET	340,437	340,437	374,235	374,235	33,798
4529	SOFTWARE LICENSE	500	500	0	0	-500
4600	TRANSPORTATION & TRAVEL	0	0	474	474	474
4605	RENT & LEASE: VEHICLE	2,900	2,645	2,900	2,900	255
4606	FUEL PURCHASES	2,900	2,500	2,900	2,900	400
4620	UTILITIES	22,650	22,950	22,650	22,650	-300
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	682,427	747,314	705,043	705,043	-42,271

# Transportation

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 31 ENTERPRISE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
5200 DEPRECIATION	340,000	340,000	340,000	340,000	0
5300 INTERFND: SERVICE BETWEEN FUND	10,140	7,027	30,481	30,481	23,454
5310 INTERFND: COUNTY COUNSEL	7,175	4,625	7,750	7,750	3,125
5321 INTERFND: COLLECTIONS	900	900	900	900	0
5330 INTERFND: ALLOCATED	43,569	50,263	25,154	25,154	-25,109
<b>CLASS: 50 OTHER CHARGES</b>	<b>401,784</b>	<b>402,815</b>	<b>404,285</b>	<b>404,285</b>	<b>1,470</b>
6021 FIXED ASSET: DESIGN SERVICES	152,262	152,262	173,000	173,000	20,738
6023 FIXED ASSET: CONSTRUCTION SERVICES	0	0	1,026,518	1,026,518	1,026,518
<b>CLASS: 60 FIXED ASSETS</b>	<b>152,262</b>	<b>152,262</b>	<b>1,199,518</b>	<b>1,199,518</b>	<b>1,047,256</b>
6100 FIXED ASSET: CAPITALIZED BLDG &	-68,753	0	-1,218,097	-1,218,097	-1,218,097
6101 FIXED ASSET: CAPITALIZED EQUIPMENT	-83,509	-83,509	0	0	83,509
<b>CLASS: 61 CAPITALIZED FIXED ASSETS</b>	<b>-152,262</b>	<b>-83,509</b>	<b>-1,218,097</b>	<b>-1,218,097</b>	<b>-1,134,588</b>
7250 INTRAFND: NOT GEN FUND / SAME FUND	300,582	338,239	265,863	265,863	-72,376
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>300,582</b>	<b>338,239</b>	<b>265,863</b>	<b>265,863</b>	<b>-72,376</b>
7380 INTRFND ABATEMENTS: NOT GENERAL	-300,582	-338,239	-265,863	-265,863	72,376
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	<b>-300,582</b>	<b>-338,239</b>	<b>-265,863</b>	<b>-265,863</b>	<b>72,376</b>
7700 APPROPRIATION FOR CONTINGENCIES	0	0	10,208	10,208	10,208
<b>CLASS: 77 APPROPRIATION FOR</b>	<b>0</b>	<b>0</b>	<b>10,208</b>	<b>10,208</b>	<b>10,208</b>
7801 DESIGNATIONS OF FUND BALANCE	152,262	83,509	1,218,097	1,218,097	1,134,588
<b>CLASS: 78 RESERVES: BUDGETARY ONLY</b>	<b>152,262</b>	<b>83,509</b>	<b>1,218,097</b>	<b>1,218,097</b>	<b>1,134,588</b>
<b>TYPE: E SUBTOTAL</b>	<b>1,531,009</b>	<b>1,623,119</b>	<b>2,537,639</b>	<b>2,537,639</b>	<b>914,520</b>
<b>FUND TYPE: 31 SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FUND TYPE:** 32 INTERNAL SERVICE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0400 REV: INTEREST	8,750	4,350	8,750	8,750	4,400
<b>CLASS: 04 REV: USE OF MONEY &amp; PROPERTY</b>	<b>8,750</b>	<b>4,350</b>	<b>8,750</b>	<b>8,750</b>	<b>4,400</b>
1740 CHARGES FOR SERVICES	1,935,000	1,844,112	1,804,560	1,804,560	-39,552
1800 INTERFND REV: SERVICE BETWEEN FUND	36,000	36,000	35,900	35,900	-100
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	<b>1,971,000</b>	<b>1,880,112</b>	<b>1,840,460</b>	<b>1,840,460</b>	<b>-39,652</b>
1942 MISC: REIMBURSEMENT	7,500	15,000	7,500	7,500	-7,500
1949 AUTO PHYSICAL DAMAGE	58,677	62,450	79,300	79,300	16,850
<b>CLASS: 19 REV: MISCELLANEOUS</b>	<b>66,177</b>	<b>77,450</b>	<b>86,800</b>	<b>86,800</b>	<b>9,350</b>
2022 OPERATING TRANSFERS IN: FLEET	389,339	292,000	261,000	261,000	-31,000
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	<b>389,339</b>	<b>292,000</b>	<b>261,000</b>	<b>261,000</b>	<b>-31,000</b>
0001 FUND BALANCE	-588,809	0	0	0	0
0003 FROM DESIGNATIONS	30,000	30,000	0	0	-30,000
<b>CLASS: 22 FUND BALANCE</b>	<b>-558,809</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>-30,000</b>
<b>TYPE: R SUBTOTAL</b>	<b>1,876,457</b>	<b>2,283,912</b>	<b>2,197,010</b>	<b>2,197,010</b>	<b>-86,902</b>

# Transportation

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## FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 32 INTERNAL SERVICE FUND  
 DEPARTMENT: 30 DOT - DEPARTMENT OF TRANSPORTATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
3000	PERMANENT EMPLOYEES / ELECTED	210,367	209,056	211,951	211,951	2,895
3001	TEMPORARY EMPLOYEES	13,000	13,000	13,000	13,000	0
3002	OVERTIME	40	0	0	0	0
3004	OTHER COMPENSATION	900	900	900	900	0
3020	RETIREMENT EMPLOYER SHARE	41,091	39,261	42,880	42,880	3,619
3022	MEDI CARE EMPLOYER SHARE	3,126	3,031	3,073	3,073	42
3040	HEALTH INSURANCE EMPLOYER	70,606	73,800	73,032	73,032	-768
3042	LONG TERM DISABILITY EMPLOYER	523	523	530	530	7
3046	RETIREE HEALTH: DEFINED	4,209	4,209	0	0	-4,209
3060	WORKERS' COMPENSATION EMPLOYER	2,278	2,278	2,660	2,660	382
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>346,140</b>	<b>346,058</b>	<b>348,026</b>	<b>348,026</b>	<b>1,968</b>
4020	CLOTHING & PERSONAL SUPPLIES	200	350	200	200	-150
4040	TELEPHONE COMPANY VENDOR	5	0	5	5	5
4041	COUNTY PASS THRU TELEPHONE CHARGES	200	220	200	200	-20
4080	HOUSEHOLD EXPENSE	450	500	450	450	-50
4083	LAUNDRY	3,000	3,000	3,000	3,000	0
4086	JANITORIAL / CUSTODIAL SERVICES	3,240	3,240	3,240	3,240	0
4100	INSURANCE: PREMIUM	1,704	1,704	779	779	-925
4140	MAINT: EQUIPMENT	2,600	2,600	2,600	2,600	0
4144	MAINT: COMPUTER	3,500	3,500	5,500	5,500	2,000
4145	MAINTENANCE: EQUIPMENT PARTS	1,000	1,000	1,000	1,000	0
4160	VEH MAINT: SERVICE CONTRACT	230,000	230,000	230,000	230,000	0
4161	VEH MAINT: PARTS DIRECT CHARGE	600	730	109,000	109,000	108,270
4162	VEH MAINT: SUPPLIES	9,000	9,000	9,000	9,000	0
4163	VEH MAINT: INVENTORY	109,000	112,000	600	600	-111,400
4164	VEH MAINT: TIRE & TUBES	140,000	132,000	140,000	140,000	8,000
4165	VEH MAINT: OIL & GREASE	101	0	0	0	0
4197	MAINTENANCE BUILDING: SUPPLIES	100	100	100	100	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	1,500	1,500	1,500	1,500	0
4264	BOOKS / MANUALS	50	100	50	50	-50
4300	PROFESSIONAL & SPECIALIZED SERVICES	0	0	20,000	20,000	20,000
4334	FIRE PREVENTION & INSPECTION	225	350	225	225	-125
4420	RENT & LEASE: EQUIPMENT	3,000	50,200	3,000	3,000	-47,200
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	600	600	600	600	0
4461	EQUIP: MINOR	8,500	6,500	3,400	3,400	-3,100
4500	SPECIAL DEPT EXPENSE	4,000	400	400	400	0
4501	SPECIAL PROJECTS	0	91,000	0	0	-91,000
4503	STAFF DEVELOPMENT	1,000	1,000	1,000	1,000	0
4605	RENT & LEASE: VEHICLE	1,300	1,000	1,300	1,300	300
4606	FUEL PURCHASES	2,500	5,000	2,500	2,500	-2,500
4620	UTILITIES	6,000	6,000	6,000	6,000	0

Transportation  
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FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 32 INTERNAL SERVICE FUND  
DEPARTMENT: 30 DOT - DEPARTMENT OF TRANSPORTATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	533,375	663,594	545,649	545,649	-117,945
5200 DEPRECIATION	835,000	836,202	846,333	846,333	10,131
5300 INTERFND: SERVICE BETWEEN FUND	151,364	118,851	148,244	148,244	29,393
5330 INTERFND: ALLOCATED	53,202	55,424	47,758	47,758	-7,666
<b>CLASS: 50 OTHER CHARGES</b>	1,039,566	1,010,477	1,042,335	1,042,335	31,858
6020 FIXED ASSET: BUILDING & IMPROVEMENTS	0	95,000	0	0	-95,000
6045 FIXED ASSET: VEHICLES	1,170,857	1,140,000	1,491,000	1,491,000	351,000
<b>CLASS: 60 FIXED ASSETS</b>	1,170,857	1,235,000	1,491,000	1,491,000	256,000
6100 FIXED ASSET: CAPITALIZED BLDG &	-95,000	-95,000	0	0	95,000
6101 FIXED ASSET: CAPITALIZED EQUIPMENT	-1,170,857	-1,140,000	-1,491,000	-1,491,000	-351,000
<b>CLASS: 61 CAPITALIZED FIXED ASSETS</b>	-1,265,857	-1,235,000	-1,491,000	-1,491,000	-256,000
7000 OPERATING TRANSFERS OUT	52,376	0	0	0	0
<b>CLASS: 70 OTHER FINANCING USES</b>	52,376	0	0	0	0
7250 INTRAFND: NOT GEN FUND / SAME FUND	108,800	108,800	0	0	-108,800
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	108,800	108,800	0	0	-108,800
7380 INTRFND ABATEMENTS: NOT GENERAL	-108,800	-108,800	0	0	108,800
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	-108,800	-108,800	0	0	108,800
7700 APPROPRIATION FOR CONTINGENCIES	0	263,783	261,000	261,000	-2,783
<b>CLASS: 77 APPROPRIATION FOR</b>	0	263,783	261,000	261,000	-2,783
<b>TYPE: E SUBTOTAL</b>	1,876,457	2,283,912	2,197,010	2,197,010	-86,902
<b>FUND TYPE: 32 SUBTOTAL</b>	0	0	0	0	0
<b>DEPARTMENT: 30 SUBTOTAL</b>	355,255	514,050	451,669	451,669	-62,381

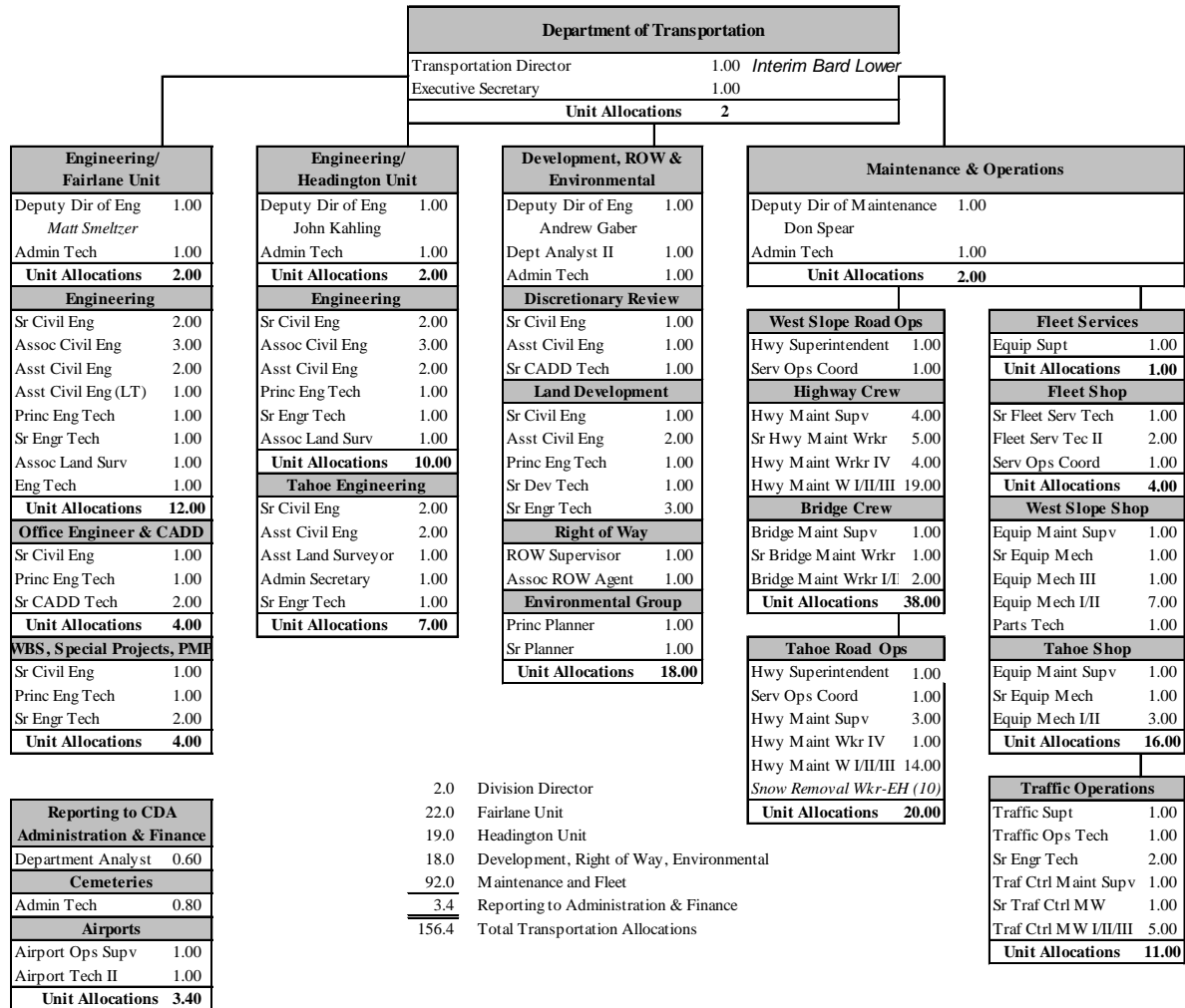
# Transportation

RECOMMENDED BUDGET • FY 2017 - 18

## PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recommended	Diff from Adjusted
Director of Transportation	1.00	1.00	1.00	-
Admin Secretary	1.00	1.00	1.00	-
Admin Tech	3.80	3.80	3.80	-
Airport Ops Supv	1.00	1.00	1.00	-
Airport Tech I/II	2.00	1.00	1.00	(1.00)
Assoc Civil Eng	6.00	6.00	6.00	-
Assoc Land Surv	2.00	2.00	2.00	-
Assoc ROW Agent	1.00	1.00	1.00	-
Asst in Civil Eng	10.00	10.00	10.00	-
Asst in Land Surv	1.00	1.00	1.00	-
Bridge Maint Supv	1.00	1.00	1.00	-
Bridge Maint Wkr I/II/III	2.00	2.00	2.00	-
Dep Dir Engineering	3.00	3.00	3.00	-
Dep Dir of Maint & Ops	1.00	1.00	1.00	-
Dept Analyst I/II	2.60	2.60	2.60	-
Engineering Tech	1.00	1.00	1.00	-
Equip Maint Supv	2.00	2.00	2.00	-
Equip Mechanic I/II	10.00	10.00	10.00	-
Equip Mechanic III	1.00	1.00	1.00	-
Equip Supt	1.00	1.00	1.00	-
Exec Secretary	1.00	1.00	1.00	-
Fleet Svcs Tech I/II	2.00	2.00	2.00	-
Hwy Maint Supv	7.00	7.00	7.00	-
Hwy Maint Wkr I/II/III	36.00	33.00	33.00	(3.00)
Hwy Maint Wkr IV	5.00	5.00	5.00	-
Hwy Superintendent	2.00	2.00	2.00	-
Parts Tech	1.00	1.00	1.00	-
Principal Eng Tech	5.00	5.00	5.00	-
Principal Planner	1.00	1.00	1.00	-
ROW Supervisor	1.00	1.00	1.00	-
Sr. Bridge Maint Wkr	1.00	1.00	1.00	-
Sr. CADD Tech	3.00	3.00	3.00	-
Sr. Civil Eng	10.00	10.00	10.00	-
Sr. Dev Tech	1.00	1.00	1.00	-
Sr. Eng Tech	10.00	10.00	10.00	-
Sr. Equip Mechanic	2.00	2.00	2.00	-
Sr. Fleet Svcs Tech	1.00	1.00	1.00	-
Sr. Hwy Maint Wkr	5.00	5.00	5.00	-
Sr. Planner	1.00	1.00	1.00	-
Sr. Traf Ctrl Maint Wkr	1.00	1.00	1.00	-
Svcs Ops Coord	3.00	3.00	3.00	-
Traf Ctrl Maint Supv	1.00	1.00	1.00	-
Traf Ctrl Maint Wkr I/II/III	5.00	5.00	5.00	-
Traffic Ops Tech	1.00	1.00	1.00	-
Traffic Supt	1.00	1.00	1.00	-
<b>Department Total</b>	<b>160.40</b>	<b>156.40</b>	<b>156.40</b>	<b>(4.00)</b>

ORGANIZATIONAL CHART





# Child Support Services

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The Mission of the California Child Support Program is to promote the well-being of children and the self-sufficiency of families by assisting both parents in meeting the financial, medical and emotional needs of their children through the delivery of quality child support establishment, collection and distribution services. El Dorado County Child Support Services meets the State’s mission by providing County residents the opportunity to receive services in the Shingle Springs and South Lake Tahoe offices.

### DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Use of Funds	\$ 6,755	\$ -	\$ -	\$ -	\$ -	-
State	\$ 1,670,070	\$ 1,714,813	\$ 1,704,795	\$ 1,704,795	\$ (10,018)	-1%
Federal	\$ 3,241,906	\$ 3,328,756	\$ 3,309,308	\$ 3,309,308	\$ (19,448)	-1%
Charges for Service	\$ 866,765	\$ 913,849	\$ -	\$ -	\$ (913,849)	-100%
Miscellaneous	\$ 11,749	\$ 11,535	\$ -	\$ -	\$ (11,535)	-100%
<b>Total Revenue</b>	<b>\$ 5,797,245</b>	<b>\$ 5,968,953</b>	<b>\$ 5,014,103</b>	<b>\$ 5,014,103</b>	<b>\$ (954,850)</b>	<b>-16%</b>
Salaries and Benefits	\$ 4,688,654	\$ 4,899,663	\$ 4,127,711	\$ 4,127,711	\$ (771,952)	-16%
Services & Supplies	\$ 605,988	\$ 727,944	\$ 601,468	\$ 601,468	\$ (126,476)	-17%
Intrafund Transfers	\$ 519,451	\$ 357,809	\$ 284,924	\$ 284,924	\$ (72,885)	-20%
Intrafund Abatement	\$ (8,903)	\$ (11,463)	\$ -	\$ -	\$ 11,463	-100%
<b>Total Appropriations</b>	<b>\$ 5,805,190</b>	<b>\$ 5,973,953</b>	<b>\$ 5,014,103</b>	<b>\$ 5,014,103</b>	<b>\$ (959,850)</b>	<b>-16%</b>
<b>Net County Cost</b>	<b>\$ 7,945</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (5,000)</b>	<b>-100%</b>
FTEs	60	59	47	47	(12)	-20%

### MAJOR BUDGET CHANGES

#### Revenue

(\$954,850) Decrease due to discontinuation of the Revenue Recovery Division as a result of the Superior Court of El Dorado decision to terminate their agreement with Child Support Services for the collection of court debt effective July 1, 2017.

#### Appropriations

##### *Salaries and Benefits*

(\$771,952) Decrease due to the deletion of five Revenue Recovery Officer I/II positions, one Supervising Revenue Recovery Officer, one Fiscal Technician position, and one Legal Office Assistant position, and transfer of one Senior Revenue Recovery Officer to the Treasurer-Tax Collector as a result of the decision by the Superior Court to terminate their agreement with Child Support Services Revenue Recovery Division for collection of court ordered debt, and the subsequent discontinuation of the Revenue Recovery Division.



# Child Support Services

RECOMMENDED BUDGET • FY 2017 - 18

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## *Services and Supplies*

(\$126,476) Decrease due to a reduction in services and supplies associated with the Revenue Recovery Division and a reduction in special project funds in the Electronic Data Processing budget that were a one-time cost in FY 2016-17.

## *Intra-fund Transfers*

(\$72,885) Decrease in A-87 Cost Allocation Plan charges based on prior years' activity.

## PROGRAM SUMMARIES

### Administration and Services

The Child Support Program is a Federal/State/Local mandated partnership aimed at establishing paternity and enforcement of child support and medical support. The Federal Child Support Enforcement Program was established in 1975 nationwide. A restructuring of the child support program in 2000 through State reform legislation allows counties to independently operate under the State Department of Child Support Services. The goals of the program are to promote the well-being of children and self-sufficiency of families by assisting both parents in meeting the financial, medical and emotional needs of their children through the delivery of quality child support establishment, collection and distribution services. Revenues for services are ongoing and are provided by the State at 34% and Federal government at 66%. There is no cost to the County General Fund.

### EDP Maintenance and Operations

This refers to the Electronic Data Processing/Maintenance and Operations arm of the Division. Funding is provided by the State and Federal government for specific, identifiable child support automation duties and responsibilities. Funding covers information technology support, network costs and other automation related expenses. Revenues for this program are provided by the State at 34% and Federal government at 66%. There is no cost to the County General Fund.

### Revenue Recovery Division

The Revenue Recovery Division is responsible for enforcement and collection of debts owed to many County Departments. Revenue Recovery is a General Fund program. As a result of the Superior Court of El Dorado decision to terminate their agreement with Child Support Services for the collection of court debt effective July 1, 2017, the majority of the costs for operating the program are no longer offset by a portion of the revenues collected for the Superior Court. The anticipated reduction in revenue from the Court's decision resulted in a reduction of force deleting eight of nine personnel positions in the Revenue Recovery Division. One Senior Revenue Recovery Officer was excluded from the reduction in force to perform the function of overseeing and coordinating County collections and post-probation Victim Restitution. This position will be transferred to the Treasurer-Tax Collector through the budget process, effective July 1, 2017.

# Child Support Services

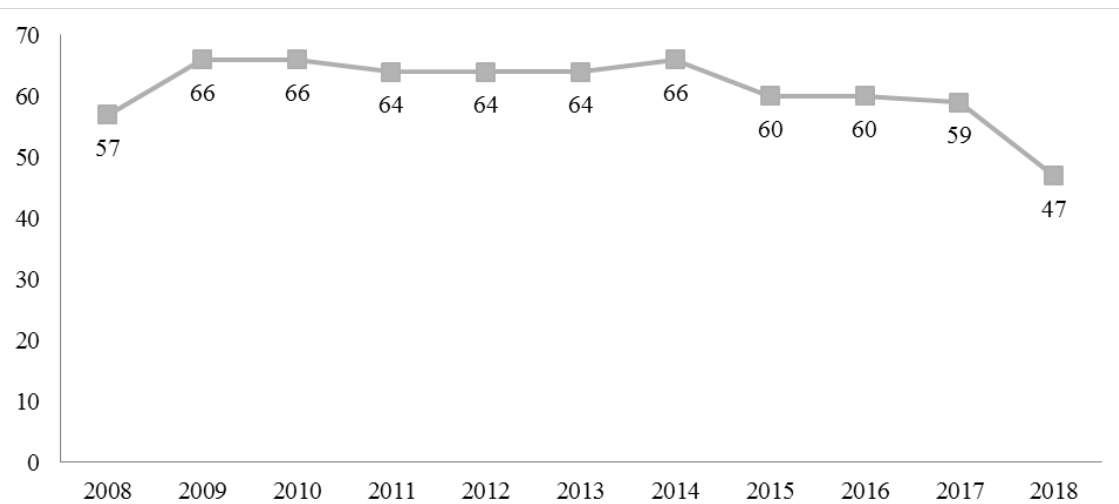
## RECOMMENDED BUDGET • FY 2017 - 18

### BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Administration & Services	\$ 4,747,119	\$ 4,747,119	\$ -	46
EDP Maintenance & Operations	\$ 266,984	\$ 266,984	\$ -	1
Revenue Recovery	\$ -	\$ -	\$ -	0
<b>Total</b>	<b>\$ 5,014,103</b>	<b>\$ 5,014,103</b>	<b>\$ -</b>	<b>47</b>

### STAFFING TREND

Child Support Services will decrease by a net of 12 FTEs in FY 2017-18 due to the deletion of five Revenue Recovery Officer I/II positions, one Supervising Revenue Recovery Officer, one Fiscal Technician position, and one Legal Office Assistant position, and the transfer of one Senior Revenue Recovery Officer to the Treasurer-Tax Collector as a result of the decision by the Superior Court to terminate their agreement with Child Support Services Revenue Recovery Division for collection of court ordered debt; as well as the deletion of three Child Support positions including two Legal Clerks and one Child Support Specialist III that have been vacant and unfunded for some time. The Recommended Budget includes the reduction of 12 FTEs from 59.0 to 47.0. Child Support Services positions are located in Shingle Springs and South Lake Tahoe.



### RECOMMENDED BUDGET

The budget is recommended at \$5,014,103. The Recommended Budget reflects a decrease in revenue of \$954,850 and a decrease in appropriations of \$959,850 or 16% when compared to the FY 2016-17 Adopted Budget.

Net County Cost is \$0. Overall, Net County Cost is decreasing by \$5,000 or 100%.

This represents a status quo budget, as no services are increasing, and the changes in costs are associated with the decision by the Superior Court to terminate their agreement with Child Support Services

# Child Support Services

## RECOMMENDED BUDGET • FY 2017 - 18

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Revenue Recovery Division for collection of court ordered debt, and the subsequent discontinuation of the Revenue Recovery Division.

### Sources & Uses of Funds

With the discontinuation of the Revenue Recovery Division, the Department is now entirely funded with state and federal revenues.

## FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 79 CHILD SUPPORT SERVICES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0887	ST: INCENTIVES CHILD SUPPORT	1,714,813	1,714,813	1,704,795	1,704,795	-10,018
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	1,714,813	1,714,813	1,704,795	1,704,795	-10,018
1103	FED: 66% CHILD SUPPORT 356	3,328,756	3,328,756	3,309,308	3,309,308	-19,448
<b>CLASS: 10</b>	<b>REV: FEDERAL</b>	3,328,756	3,328,756	3,309,308	3,309,308	-19,448
1740	CHARGES FOR SERVICES	906,201	906,201	0	0	-906,201
1821	INTERFND REV: COLLECTIONS	7,648	7,648	0	0	-7,648
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	913,849	913,849	0	0	-913,849
1940	MISC: REVENUE	11,535	11,535	0	0	-11,535
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	11,535	11,535	0	0	-11,535
<b>TYPE: R SUBTOTAL</b>		5,968,953	5,968,953	5,014,103	5,014,103	-954,850

# Child Support Services

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 79 CHILD SUPPORT SERVICES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	3,162,659	3,162,659	2,647,392	2,647,392	-515,267
3005	TAHOE DIFFERENTIAL	10,800	10,800	7,200	7,200	-3,600
3006	BILINGUAL PAY	8,320	8,320	8,320	8,320	0
3020	RETIREMENT EMPLOYER SHARE	721,411	721,411	624,075	624,075	-97,336
3022	MEDI CARE EMPLOYER SHARE	48,524	48,524	40,859	40,859	-7,665
3040	HEALTH INSURANCE EMPLOYER	779,760	779,760	676,505	676,505	-103,255
3042	LONG TERM DISABILITY EMPLOYER	8,354	8,354	6,983	6,983	-1,371
3043	DEFERRED COMPENSATION EMPLOYER	11,027	11,027	5,386	5,386	-5,641
3046	RETIREE HEALTH: DEFINED	63,131	63,131	57,262	57,262	-5,869
3060	WORKERS' COMPENSATION EMPLOYER	40,677	40,677	37,229	37,229	-3,448
3080	FLEXIBLE BENEFITS	45,000	45,000	16,500	16,500	-28,500
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>4,899,663</b>	<b>4,899,663</b>	<b>4,127,711</b>	<b>4,127,711</b>	<b>-771,952</b>
4040	TELEPHONE COMPANY VENDOR	200	200	200	200	0
4041	COUNTY PASS THRU TELEPHONE CHARGES	13,320	13,320	12,000	12,000	-1,320
4080	HOUSEHOLD EXPENSE	38	38	38	38	0
4100	INSURANCE: PREMIUM	44,815	44,815	21,637	21,637	-23,178
4140	MAINT: EQUIPMENT	1,748	1,748	0	0	-1,748
4144	MAINT: COMPUTER	16,550	16,550	2,500	2,500	-14,050
4180	MAINT: BUILDING & IMPROVEMENTS	3,375	3,375	3,800	3,800	425
4220	MEMBERSHIPS	9,665	9,665	9,565	9,565	-100
4260	OFFICE EXPENSE	91,529	91,529	21,209	21,209	-70,320
4261	POSTAGE	50,200	50,200	19,000	19,000	-31,200
4262	SOFTWARE	500	500	500	500	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	11,000	11,000	2,000	2,000	-9,000
4264	BOOKS / MANUALS	500	500	500	500	0
4265	LAW BOOKS	2,747	2,747	3,500	3,500	753
4266	PRINTING / DUPLICATING SERVICES	500	500	1,000	1,000	500
4267	ON-LINE SUBSCRIPTIONS	120	120	120	120	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	20,600	20,600	30,000	30,000	9,400
4308	EXTERNAL DATA PROCESSING SERVICES	3,500	3,500	3,500	3,500	0
4320	VERBATIM: TRANSCRIPTION	50	50	50	50	0
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	5,000	5,000	7,000	7,000	2,000
4400	PUBLICATION & LEGAL NOTICES	50	50	50	50	0
4420	RENT & LEASE: EQUIPMENT	28,965	28,965	27,685	27,685	-1,280
4440	RENT & LEASE: BUILDING &	319,306	319,306	326,929	326,929	7,623
4461	EQUIP: MINOR	100	100	100	100	0
4462	EQUIP: COMPUTER	3,845	3,845	2,500	2,500	-1,345
4500	SPECIAL DEPT EXPENSE	4,001	4,001	0	0	-4,001
4503	STAFF DEVELOPMENT	9,000	9,000	10,000	10,000	1,000
4600	TRANSPORTATION & TRAVEL	6,000	6,000	10,000	10,000	4,000
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	950	950	950	950	0
4605	RENT & LEASE: VEHICLE	26,072	26,072	25,135	25,135	-937
4606	FUEL PURCHASES	9,198	9,198	10,000	10,000	802
4608	HOTEL ACCOMMODATIONS	5,000	5,000	10,000	10,000	5,000
4620	UTILITIES	39,500	39,500	40,000	40,000	500
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>727,944</b>	<b>727,944</b>	<b>601,468</b>	<b>601,468</b>	<b>-126,476</b>
7223	INTRAFND: MAIL SERVICE	19,089	19,089	6,968	6,968	-12,121
7224	INTRAFND: STORES SUPPORT	819	819	279	279	-540
7233	INTRAFND: CHILD SUPPORT SERVICES	337,901	337,901	277,677	277,677	-60,224
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>357,809</b>	<b>357,809</b>	<b>284,924</b>	<b>284,924</b>	<b>-72,885</b>
7353	INTRFND ABATEMENTS: COLLECTIONS	-11,463	-11,463	0	0	11,463
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	<b>-11,463</b>	<b>-11,463</b>	<b>0</b>	<b>0</b>	<b>11,463</b>
<b>TYPE: E SUBTOTAL</b>		<b>5,973,953</b>	<b>5,973,953</b>	<b>5,014,103</b>	<b>5,014,103</b>	<b>-959,850</b>
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>-5,000</b>
<b>DEPARTMENT: 79</b>	<b>SUBTOTAL</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>-5,000</b>

# Child Support Services

RECOMMENDED BUDGET • FY 2017 - 18

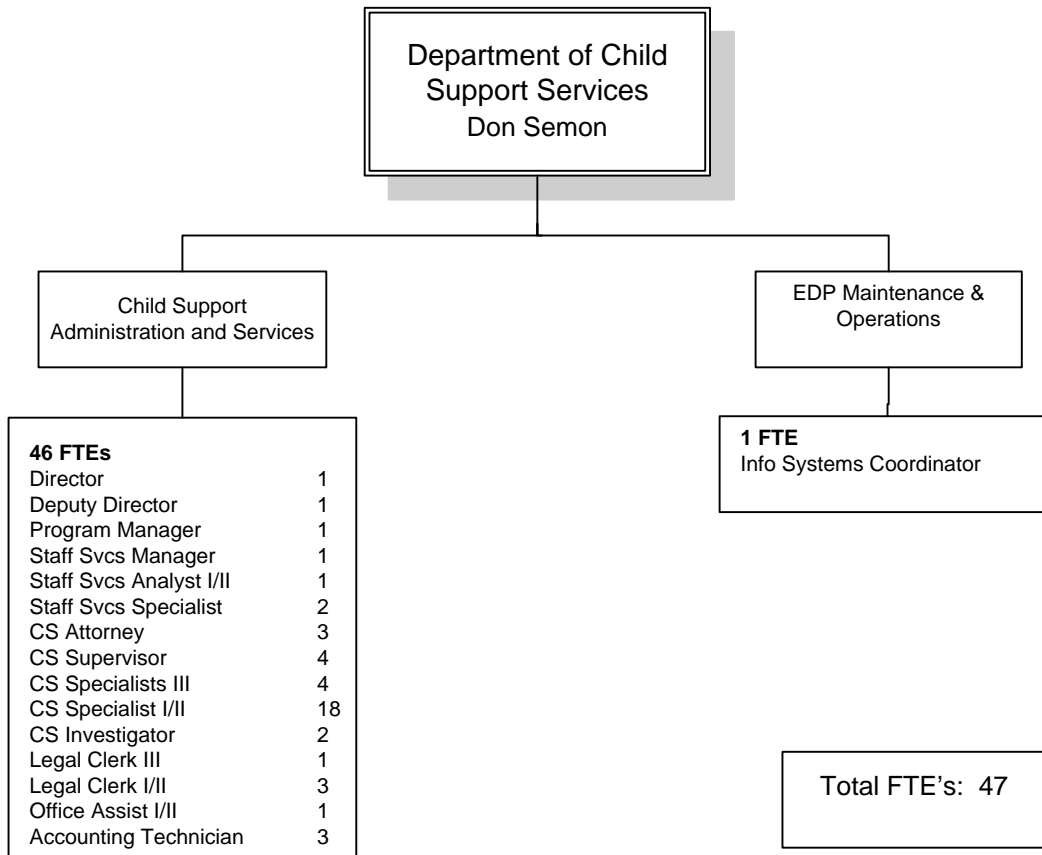
## PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
Director of Child Support Services	1.00	1.00	1.00	-
Accounting Technician	3.00	3.00	3.00	-
Child Support Attorney I-IV	3.00	3.00	3.00	-
Child Support Investigator I/II	2.00	2.00	2.00	-
Child Support Program Manager	1.00	1.00	1.00	-
Child Support Specialist I/II	18.00	18.00	18.00	-
Child Support Specialist III	5.00	4.00	4.00	(1.00)
Child Support Supervisor	4.00	4.00	4.00	-
Deputy Director of Child Support Services	1.00	1.00	1.00	-
Fiscal Technician	1.00	-	-	(1.00)
Information Systems Coordinator	1.00	1.00	1.00	-
Legal Clerk I/II	5.00	3.00	3.00	(2.00)
Legal Clerk III	1.00	1.00	1.00	-
Legal Office Assistant I/II	1.00	-	-	(1.00)
Office Assistant I/II	1.00	1.00	1.00	-
Revenue Recovery Officer I/II	5.00	-	-	(5.00)
Sr Revenue Recovery Officer	1.00	-	-	(1.00)
Staff Services Analyst I/II	1.00	1.00	1.00	-
Staff Services Manager	1.00	1.00	1.00	-
Staff Services Specialist	2.00	2.00	2.00	-
Supervising Revenue Recovery Officer	1.00	-	-	(1.00)
<b>Department Total</b>	<b>59.00</b>	<b>47.00</b>	<b>47.00</b>	<b>(12.00)</b>

# Child Support Services

RECOMMENDED BUDGET • FY 2017 - 18

## ORGANIZATIONAL CHART





# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The El Dorado Health and Human Services Agency (HHS) is a public agency that partners with the community on health and welfare issues. With integrity and respect HHS provides effective, efficient, collaborative services that strengthen, empower and protect individuals, families and communities, thereby enhancing their quality of life.

### AGENCY PROGRAM SUMMARY

	Appropriations	Revenues	Net County Cost/General Fund Contribution	Staffing
Administration	\$ 5,334,051	\$ 3,949,550	\$ 1,384,501	68.00
Human Services	\$ 73,449,969	\$ 69,452,986	\$ 6,308,256	338.62
Public Health	\$ 47,770,416	\$ 45,707,625	\$ 6,106,127	94.80
Behavioral Health	\$ 38,288,621	\$ 38,288,621	\$ 16,510	92.55
<b>Total</b>	<b>\$ 164,843,057</b>	<b>\$ 157,398,782</b>	<b>\$ 13,815,394</b>	<b>593.97</b>

### Service Integration

HHS is committed to its vision of "Transforming Lives and Improving Futures". HHS is now in the beginning stages of service integration which is aimed at improving our service delivery to the community through co-location and enhanced integrated services, moving towards more client/family centered, holistic care (or whole person care). Currently, many HHS programs serve the same clients and families. Many of these individuals have multiple needs that could benefit from our various programs. However, HHS programs historically operated in silos that limit our ability to comprehensively serve clients in a holistic manner. Our current systems can also hinder internal communication, collaboration, referrals and ultimately services provided to our clients. Service Integration is a continuous process and will take time and patience. This will be a phased approach.

During the first and second quarters of FY 2016-17, HHS's Strategic Plan was updated to place a strong emphasis on Service Integration. While some plan objectives became Division specific areas of focus, the fifth goal of Service Integration and Co-Location was expanded. New Projects in this plan focus on Audit Preparedness, Accreditation and Performance Management, Remote Services/Service Expansion, Information Sharing, Transportation and Housing. HHS's Strategic Plan dovetails with the County's Strategic Plan on Goal #1 -Healthy Communities, which is an HHS driven initiative.

HHS is currently moving towards a new organizational structure that was created to support Service Integration and consists of an Adult System of Care, Children and Youth System of Care, Administration and Financial Services, Community Support Services and Public Health. The goal is for this new organizational structure to take effect by July 1, 2018. Each area of service will have a Lead Administrator (the Public Health Officer will be the Lead Administrator of Public Health, while Assistant Directors will lead the other areas of service); the current Chief Assistant Director position has been deleted. Currently, each area of service has developed mission and belief statements, in order to clearly define their focus and subsequently develop performance outcome measures to determine whether they are meeting their defined outcomes.

Over the next fiscal year, HHS will continue to focus on developing the system of care model while detailing programmatic space needs. Review of building layout and program design will be a key component to the success of the service integration project.



# Health and Human Services Agency

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## PENDING ISSUES AND POLICY CONSIDERATIONS

### IHSS State Cost Shift to Counties

Perhaps the most significant budget issue for counties at this time is the elimination of the Coordinated Care Initiative and the resulting reversal of the Administration's plan for managing In Home Supportive Services (IHSS) costs. The transfer of IHSS responsibilities back to counties also transfers the cost of the program back to counties. For El Dorado County, it is estimated that this shift will increase costs by approximately \$1.6 million in FY 2017-18. This is on top of program growth related cost increases. Since its realignment to counties in 1991, the IHSS program has been generally underfunded relative to caseload and cost increases. The anticipated \$1.6 million increase includes costs related to caseload increases that have occurred over the past several years (during the time that the state had been covering these program costs), as well as costs anticipated due to the minimum wage increase recently enacted by the state, the state's extension of three paid sick leave days to IHSS workers, and required implementation of new federal overtime regulations. It is important to note that due to the way the initiative was structured, this decision does not require approval through the state budget process. While the Governor has proposed in his "May Revise" Budget proposal to forestall this shift back to counties, as of the date of this writing, the State Legislature has not taken action to alleviate the impact of the cost shift.

Rather than increase the General Fund contribution to Human Services to make up for the State's decision to no longer contribute their share of cost to the program, HHS has been asked to absorb the estimated \$1.6 million additional costs for the IHSS Program. The following outlines the proposed method to absorb the additional IHSS costs, within the Social Services and HHS Administrative and Finance Divisions, with minimal impact to the other programmatic divisions.

#### *Summary of Savings*

<b>Total Additional IHSS Costs to be Absorbed</b>	<b>\$1,600,000</b>
#1 Exercise the 1991 Realignment Transfers	\$860,593
#2 Reduce Vacancy Rate and Vacant Positions	\$288,043
#3 Reduce Foster Care and Adoption Assistance	\$0
#4 Reduction of Other Expenses and Increase Fund Balance	\$299,987
#5 Delete vacant Chief Assistant Director from Dept. 45	\$151,377
<b>Remaining Deficit</b>	<b>\$0</b>

Counties are authorized by State statute to transfer 10% of the annual 1991 Public Health Realignment and 10% of the annual 1991 Mental Health Realignment allocations to Social Services. The Public Health Realignment transfer had already been included in the HHS budget request. The Department is proposing to transfer 10% of the Mental Health Realignment allocation in order to offset a portion of the IHSS cost shift. This is currently recommended as a one-time shift, as on-going transfers would reduce funding available for Mental Health programs.

#### *#1: 1991 Realignment Transfers*

10% 1991 Public Health Realignment	\$466,731
10% 1991 Mental Health Realignment	\$393,862
<b>Total Savings</b>	<b>\$860,593</b>

# Health and Human Services Agency

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### *#2: Reduce the vacancy rate and chronically vacant positions from Social Services*

Reducing the number of positions in the IHSS program results in little savings due to a commensurate reduction of federal and state revenue. Due to cost-claiming regulations, the Income Maintenance Division has not been able to recuperate reimbursements for all County costs charged to that division. Therefore, it is recommended that vacant positions in the Income Maintenance Division be deleted in order to shift administration and overhead charges to other programs which are able to receive reimbursement. The savings are a result of eliminating chronically vacant positions, and decreasing the budgeted vacancy rate. This method will have minimal impact on programs and the Administration Division.

	FTEs	Savings Including Dept. 45
Income Maintenance Position		
Eligibility Worker I/II (Includes Dept. 45 ICR)	6.4	\$493,749
Reduce Savings by Decreasing Vacancy Rate 2% (new vacancy rate will be 6%)		(\$205,706)
<b>Total Savings</b>		<b>\$288,043</b>

### *#3: Reduce Budgeted Amounts for Foster Care and Adoption Assistance*

It is recommended that the budgeted cost for the Foster Care and Adoption Assistance programs be reduced to accommodate a portion of the increased budget pressure from the IHSS cost shift. The programs are budgeted based on historical trends in addition to taking into consideration changes in legislation. Foster Care and Adoption Assistance payments are largely out of our control, as these are entitlement programs. Generally, cost has increased in these programs. However, cost in these programs can be unpredictable, and may result in savings in certain years. Budget reductions in these areas may create appropriation issues during the year should client/caseload numbers increase.

### *#4 Reduction of other expenses, and Use of estimated 1991 Realignment fund balance*

Additional reductions were made in various program budgets, including: IT Support was reduced by \$90,000; the District Attorney Fraud transfer amount was reduced by \$51,000; the Realignment special revenue fund (7776302) has carried a fund balance over the last couple of years due to additional revenues being received over budget at year end, and those funds are proposed to be used in FY 2017-18. These additional changes are not anticipated to impact programs or service levels.

Reduction of S/O 7231		\$90,000
Reduction of the DA Fraud Transfer		\$51,000
Increase to Special Revenue Fund Balance		\$158,987
<b>Total Other Savings</b>		<b>\$299,987</b>

### *#5 Delete Chief Assistant Director from Administration budget*

This position was scheduled to be deleted and under-filled with an Assistant Director of the Children's System of Care position. It was anticipated that this action would be incorporated in the Department budget during the FY 2017-18 Addenda process. However, the Chief Assistant Director position is vacant and can be deleted from the Administration budget, which will create significant savings in the overall cost of Human Services programs. This savings will be partially offset by the revenue decrease in

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

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Administration due to the deletion of 6.4 vacant positions in the Social Services Income Maintenance Division, yet still results in an overall reduction in cost.

Deletion of the Chief Assistant Director	\$187,107
Increase Due to IM 6.4 FTE Reduction	(\$35,730)
<b>Net Administration Savings</b>	<b>\$151,377</b>

### Potential Income Maintenance Program Impacts

Currently, the Income Maintenance (IM) program serves over 27,700 of the County's vulnerable clients in programs such as CalFresh, CalWORKS and Medi-Cal. Historically, the IM programs have had a chronically high vacancy rate. This is not unique to El Dorado County. The challenge of meeting State mandates regarding application processing timelines, annual application reviews, reporting, and minimizing error rates is directly related to the ability to retain skilled staff in this program. The program must be sufficiently staffed to meet reporting requirements or run the risk of audit findings or, in the worst case, financial sanctions.

Over the years, the vacant positions have been used as a recruitment tool to mitigate the extraordinarily long County recruitment process, in an effort to keep the maximum number of trained personnel working in these programs. In a program with complicated rules and regulations, reducing IM positions has the potential to increase the challenge of meeting mandates and ensuring clients receive benefits in a timely manner.

### HHSA Facility Issues

Facility needs are part of the HHSA strategic plan as we move toward service integration and co-location of programs. HHSA facilities are essentially at capacity and it will be difficult to continue meeting staffing and service demands required by the State without identifying additional space, particularly at Briw Road as well as at the Behavioral Health facility in Diamond Springs. In this regard, HHSA has been working with the CAO – Facilities Management Division to assess Agency space needs.

The space issue is compounded in South Lake Tahoe where there are limited facilities available for use, especially in the El Dorado Center, making it very difficult to serve clients and hold staff meetings and to provide staff development opportunities. On June 9, 2015, the Board designated \$5 million in Public Health funding to purchase and/or build a new building to be shared between all HHSA programs with the exception of Behavioral Health, to one building. The rationale is that Social Services programs would then "rent" their portion of the building from Public Health, a practice successfully used in other jurisdictions, providing valuable space for clients and services. Public Health still maintains this funding reserve, however, additional space in South Lake Tahoe has not yet been identified. On May 9, 2016, the Board of Supervisors authorized the CAO to enter into negotiations for additional space in order to address these concerns. Negotiations are ongoing at this time.

### El Dorado County Homelessness

Recently, homelessness services have become a very high profile issue throughout the State of California. In FY 2015-16, HHSA was awarded approximately \$470,000 in funding related to the Housing Support Program which has provided long term housing for families. This program continued into FY 2016-17 and was highly successful in providing housing assistance to over 80

# Health and Human Services Agency

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clients and families. The program will continue in FY 2017-18 by providing valuable housing resources to clients who meet the program eligibility requirements.

### HHSA Volunteer Coordinator

HHSA relies on approximately 500 volunteers who support our programs. Some of the volunteer time provides an in-kind match to various grant programs, which allows HHSA to maintain funding for permanent staff. Without the volunteers, particularly in our Senior Services programs, there would have to be an increase in General Fund support or a reduction in service levels.

In FY 2014-15, HHSA requested a new position to serve as a Volunteer Coordinator to support volunteers and to recruit additional volunteers as needed. This responsibility is becoming more and more difficult as the administrative workload on existing staff continues to increase. Understanding additional funding is limited and annual budget directions require submission of a "status quo" budget, HHSA has not requested this position since the original request in FY 2014-15. However, the Department continues to feel that a position in either HHSA or another County department would assist departments and would allow for better volunteer recruitment, screening, tracking and retention.

### General Fund Contributions

HHSA has been absorbing the majority of general government cost increases with available state, federal, and Realignment funding. As some countywide overhead costs have increased, HHSA has worked to keep the increase in County General Fund contributions to a minimum. The Department has seen budget pressures grow in General Fund programs such as Animal Services and Public Guardian. These two programs operate with minimum program staff and office support staff. To meet a status quo budget, these programs have maintained their staffing levels and have deferred needed equipment purchases.

Due to budgeting practices, these relatively small HHSA programs are not currently able to benefit during the budget year from the savings of larger programs, which have resulted from staffing vacancies or programmatic efficiencies. The Department will be looking for additional flexibility in the Agency's General Fund usage with the implementation of the service integration project, since the project may require staffing or service shifts that will require the use of General Fund dollars due to grant or other funding restrictions.

HHSA has requested that its General Fund contribution be viewed as an Agency contribution as opposed to an individual program. HHSA would also like to develop a rolling reserve where funds could be retained when General Fund expenditures are less than the approved budget. The Chief Administrative Office will be working with the Agency to evaluate options to ensure program efficiencies and flexibility, while preserving the Board's discretion over the use of undesignated General Fund dollars.

### Changing the Fund Structure of Social Services

Currently Human Services-Social Services is included in the General Fund. The majority of funding for Social Services is State, Federal and realignment dollars. The Chief Administrative Office will be working with the Department and the Auditor's office to move Social Services out of the General Fund and into a Special Revenue Fund, similar to Public Health, Community Services, and Behavioral Health. This transition will allow the Division to more easily identify and retain non-General Fund savings within its own fund.

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## 1991 Realignment

1991 Realignment funds programs in three different HHS areas: Public Health, Behavioral Health and Social Services. Historically, 1991 Social Services Realignment has been insufficient to fund the County's share of programmatic expenditures. With the current State changes to the In-Home Supportive Services (IHSS) program funding and the discontinuance of the Coordinated Care Initiative, HHS is seeing a continued reduction in available 1991 Realignment resources to fund mandated programs. To prepare for a future economic downturn, HHS recommends that a policy be developed to create a prudent reserve in the 1991 Social Services Realignment Special Revenue Fund. If this request is not approved, during an economic downturn that results in less revenue, HHS will be required to reduce staffing at a time when client need and workload are increasing.

## AB403 (Stone)/Continuum of Care Reform

AB 403, which took effect in January 2017, is a comprehensive reform effort to ensure that youth in foster care have their day-to-day physical, mental, and emotional needs met; that they have the greatest chance to grow up in permanent and supportive homes; and that they have the opportunity to grow into self-sufficient, successful adults.

HHS is beginning to phase in certain components of the legislation. HHS is developing the Child Family Teams that are required for each child with an open Child Welfare case. HHS also received State funding to launch Foster Parent Training and Recruitment Services/Supports (FPRS) to begin the challenging process of bringing new Foster Parents into the county system. A major component of Continuum of Care Reform (CCR) is a restructuring of the Foster Care system, with an emphasis on reducing group home placements and increasing the number of licensed skilled foster family homes through the Resource Family Approval Program (RFA). The RFA process is expected to increase the amount of time it takes to have a foster family approved to receive assistance payments which causes financial hardships and discourages families to participate in the program. The State projects that the reduction of group home usage will eventually result in assistance payment savings, which the state is expecting to recoup from the 2011 Realignment allocations to counties.

In the interim, the costs are projected to increase as Foster Care assistance payments are restructured, and legislation increases the need for Social Workers, Mental Health Services and Community Based Services. Foster Care assistance is being restructured from an age-based system to a need-based system; with the base need level receiving an immediate payment increase over the base age level of about 33%. Complying with the legislated increase in Foster Care services and treatment will also be fiscally challenging, as the minimal State General Fund appropriations for these services are not expected to fully fund the costs of providing the service.

AB 403 will have the greatest impact to the Social Services and Behavioral Health Divisions at this time, the full impact of AB403, both programmatic and financial, is unknown, but the California Welfare Director's Association (CWDA) and the California Behavioral Health Director's Association (CBHDA) both feel the funding from the State will not be sufficient to comply with the new mandates. While CWDA anticipates additional funding for Social Services, the Legislative Analysis Office concluded AB 403 will have a major fiscal impact in the tens of millions of dollars to mental health services, and that due to 1991 Realignment, the responsibility of providing services rests with counties.

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recommended	Diff from Adjusted
Director of Health & Human Services	1.00	1.00	1.00	-
Accountant I/II	8.00	9.00	9.00	1.00
Administrative Secretary	1.00	1.00	1.00	-
Administrative Services Officer	2.00	2.00	2.00	-
Administrative Technician	7.50	7.50	7.50	-
Alcohol and Drug Program Division Mgr	1.00	1.00	1.00	-
Animal Control Officer I/II	6.00	6.00	6.00	-
Animal Control Operations Manager	1.00	1.00	1.00	-
Animal Shelter Attendant	4.00	4.00	4.00	-
Animal Shelter Supervisor	1.00	1.00	1.00	-
Assistant Director of Adm & Finance	1.00	1.00	1.00	-
Assistant Director of Health Services	1.00	1.00	1.00	-
Assistant Director of Human Services	2.00	2.00	2.00	-
Care Management Counselor I/II	1.00	1.00	1.00	-
Care Management Supervisor	0.80	0.80	0.80	-
Chief Animal Control Officer	1.00	1.00	1.00	-
Chief Assistant Director of HHS	1.00	1.00	-	(1.00)
Chief Fiscal Officer	1.00	1.00	1.00	-
Community Health Advocate	7.00	2.00	2.00	(5.00)
Community Health Advocate -LT	-	5.00	5.00	5.00
Community Public Health Nurse Div Mgr	1.00	1.00	1.00	-
Cook I/II	2.81	2.81	2.81	-
Department Analyst I/II	18.00	18.00	18.00	-
Deputy Director	5.00	4.00	4.00	(1.00)
Deputy Public Guardian I/II	7.00	7.00	7.00	-
Disease Investigation & Control Specialist I/II	1.00	1.00	1.00	-
Eligibility Supervisor I	13.00	14.00	14.00	1.00
Eligibility Systems Specialist	4.00	3.00	3.00	(1.00)
Eligibility Worker I/II/III	88.00	88.00	81.60	(6.40)
Employment & Training Worker I/II/III	22.50	18.50	18.50	(4.00)
Employment & Training Worker Supv	4.00	4.00	4.00	-
EMS Agency Administrator	1.00	1.00	1.00	-
EMS Agency Medical Director	0.40	0.40	0.40	-
Energy Weatherization Supervisor	1.00	1.00	1.00	-
Energy Weatherization Technician I/II	3.00	3.00	3.00	-
Energy Weatherization Technician I/II -LT	1.00	1.00	1.00	-
Epidemiologist I/II	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	-
Fair Hearing Officer	1.00	1.00	1.00	-
Fiscal Assistant I/II	3.00	3.00	3.00	-
Fiscal Services Supervisor	1.00	1.00	1.00	-
Fiscal Technician	14.00	14.00	14.00	-
Food Services Aide	1.75	1.75	1.75	-
Food Services Supervisor	1.00	1.00	1.00	-

# Health and Human Services Agency

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## PERSONNEL ALLOCATION (CONTINUED)

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recommended	Diff from Adjusted
Health Education Coordinator	9.50	7.50	7.50	(2.00)
Health Program Manager	1.00	1.00	1.00	-
Health Program Specialist	4.50	6.50	6.50	2.00
Health Program Specialist -LT	1.80	1.80	1.80	-
Housing Program Coordinator	2.00	2.00	2.00	-
Housing Program Specialist I/II	1.00	1.00	1.00	-
IHSS Public Authority Registry/Training Specialist	2.00	2.00	2.00	-
Information Systems Coordinator	1.00	1.00	1.00	-
Legal Clerk III	1.00	1.00	1.00	-
Manager of Mental Health Programs	3.00	2.00	2.00	(1.00)
Mealsite Coordinator	6.31	6.31	6.31	-
Medical Office Assistant I/II	10.80	10.80	10.80	-
Medical Office Assistant I/II -LT	0.20	-	-	(0.20)
Medical Records Technician	0.90	0.90	0.90	-
Mental Health Aide	6.35	6.25	6.25	(0.10)
Mental Health Clinical Nurse	1.00	1.00	1.00	-
Mental Health Clinician IA/IB/II	27.50	27.50	27.50	-
Mental Health Medical Director	1.00	1.00	1.00	-
Mental Health Patient's Rights Advocate	0.40	0.40	0.40	-
Mental Health Program Coordinator IA/IB/II	5.00	5.00	5.00	-
Mental Health Worker I/II	11.00	11.00	11.00	-
Mental Health Worker I/II -LT	3.50	3.50	3.50	-
Nutrition Services Supervisor	1.00	1.00	1.00	-
Nutritionist	1.20	1.20	1.20	-
Occupational/Physical Therapist	3.35	3.35	3.35	-
Office Assistant I/II	6.50	6.50	6.50	-
Office Assistant I/II/III	25.00	25.00	25.00	-
Office Assistant Supervisor I/II	3.00	3.00	3.00	-
Paralegal I/II*	1.00	1.00	-	(1.00)
Program Aide	7.55	7.55	7.55	-
Program Assistant	21.85	21.85	21.85	-
Program Assistant -LT	0.50	0.50	0.50	-
Program Coordinator	4.00	4.00	4.00	-
Program Manager	10.00	12.00	12.00	2.00
Program Manager - Protective Services	1.00	-	-	(1.00)
Psychiatric Technician I/II	3.00	3.00	3.00	-
Psychiatrist I/II	1.00	1.00	1.00	-
Public Health Laboratory Director	1.00	1.00	1.00	-
Public Health Nurse I/II	14.40	9.40	9.40	(5.00)
Public Health Nurse I/II -LT	-	5.00	5.00	5.00
Public Health Nurse Practitioner	1.80	1.80	1.80	-
Public Health Officer	1.00	1.00	1.00	-
Public Services Assistant	2.00	2.00	2.00	-

Health and Human Services Agency  
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PERSONNEL ALLOCATION (CONTINUED)

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recommended	Diff from Adjusted
Quality Improvement Coordinator	0.50	0.50	0.50	-
Registered Nurse	0.70	0.70	0.70	-
Screener	5.00	5.00	5.00	-
Secretary*	1.00	1.00	-	(1.00)
Senior Citizens Attorney I/II/III*	2.50	2.50	-	(2.50)
Seniors' Daycare Program Supervisor	2.00	2.00	2.00	-
Services Support Assistant III	3.00	3.00	3.00	-
Social Services Aide	16.00	17.00	17.00	1.00
Social Services Program Manager	5.00	6.00	6.00	1.00
Social Services Supervisor I/II	11.00	12.00	12.00	1.00
Social Worker Clinician	1.00	1.00	1.00	-
Social Worker I/II/III/IV	60.20	60.20	60.20	-
Social Worker I/II/III/IV -LT	1.00	1.00	1.00	-
Sr. Accountant	1.00	1.00	1.00	-
Sr. Animal Control Officer	1.00	1.00	1.00	-
Sr. Department Analyst	3.00	2.00	2.00	(1.00)
Sr. Fiscal Assistant	2.00	2.00	2.00	-
Sr. Licensed Vocational Nurse	1.00	1.00	1.00	-
Sr. Medical Office Assistant	1.00	1.00	1.00	-
Sr. Office Assistant	7.00	7.00	7.00	-
Staff Services Analyst I/II	9.00	8.00	8.00	(1.00)
Supervising Accountant/Auditor	5.00	6.00	6.00	1.00
Supervising Animal Control Officer	1.00	1.00	1.00	-
Supervising Deputy Public Guardian	1.00	1.00	1.00	-
Supervising Health Education Coordinator	5.00	5.00	5.00	-
Supervising Occupational/Physical Therapist	0.60	0.60	0.60	-
Supervising Public Health Nurse	4.00	3.00	3.00	(1.00)
Supervising Public Health Nurse -LT	-	1.00	1.00	1.00
Vocational Counselor	1.00	1.00	1.00	-
Welfare Collections Officer	1.00	1.00	1.00	-
<b>Department Total</b>	<b>608.17</b>	<b>605.87</b>	<b>593.97</b>	<b>(14.20)</b>

\*Recommend reduction no later than August 4, 2017





# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The County of El Dorado, Health & Human Services Agency (HHS), Administration and Financial Services Division provides administrative and fiscal support to the four programmatic divisions of HHS including Behavioral Health, Public Health, Community Services, and Social Services. The Agency's mission statement is: With integrity and respect we provide effective, efficient, collaborative services that strengthen, empower and protect individuals, families and communities, thereby enhancing their quality of life.

### DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Charges for Service	\$ 4,294,552	\$ 4,255,220	\$ 3,949,550	\$ 3,949,550	\$ (305,670)	-7%
Miscellaneous	\$ 295	\$ -	\$ -		\$ -	0%
<b>Total Revenue</b>	<b>\$ 4,294,847</b>	<b>\$ 4,255,220</b>	<b>\$ 3,949,550</b>	<b>\$ 3,949,550</b>	<b>\$ (305,670)</b>	<b>-7%</b>
Salaries and Benefits	\$ 6,395,506	\$ 7,084,607	\$ 7,477,637	\$ 7,290,531	\$ 205,924	3%
Services & Supplies	\$ 1,324,755	\$ 2,475,938	\$ 1,504,471	\$ 1,504,471	\$ (971,467)	-39%
Fixed Assets	\$ -	\$ 43,500	\$ 47,000	\$ 47,000	\$ 3,500	0%
Intrafund Transfers	\$ 302,798	\$ 455,193	\$ 672,790	\$ 672,790	\$ 217,597	48%
Intrafund Abatements	\$ (4,894,469)	\$ (4,752,731)	\$ (4,216,470)	\$ (4,180,741)	\$ 571,990	-12%
<b>Total Appropriations</b>	<b>\$ 3,128,590</b>	<b>\$ 5,306,507</b>	<b>\$ 5,485,428</b>	<b>\$ 5,334,051</b>	<b>\$ 27,544</b>	<b>1%</b>
<b>Net County Cost</b>	<b>\$ (1,166,257)</b>	<b>\$ 1,051,287</b>	<b>\$ 1,535,878</b>	<b>\$ 1,384,501</b>	<b>\$ 333,214</b>	<b>32%</b>
<b>FTEs</b>	<b>65</b>	<b>67</b>	<b>69</b>	<b>68</b>	<b>1</b>	<b>1%</b>

### MAJOR BUDGET CHANGES

#### Revenues

(\$305,370) Reduction in Charges for services to other HHS programs based on a lower Internal Cost Rate (ICR) percentage. The ICR is calculated on prior year fiscal activity (FY 2015-16), and results in reconciliation of the over/under collections that occur over time.

#### Appropriations

##### *Salaries and Benefits*

\$205,924 Increase is due primarily to the addition of the Assistant Director of Finance and Administration position and the deletion of the Chief Assistant Director HHS position, in accordance with Service Integration Plan, as well as adjustments and true-ups for position transfers between HHS divisions.

# Administration and Financial Services Division

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## *Services and Supplies*

(\$1,000,000) Decrease related to one-time adjustment in FY 2016-17 to account for over-collection of indirect costs.

\$28,533 Various adjustments to bring budget in line with actuals.

## *Fixed Assets*

\$30,000 Increase due to cube (POD) and building design changes to more efficiently align staff.

\$17,000 Security equipment upgrades and tenant improvements to the Briw building.

## *Intrafund Transfers*

\$217,597 Increase primarily due to additional A-87 Cost Plan charges for support from General Fund departments.

## *Intrafund Abatements*

\$571,990 Decrease in charges to other divisions within HHSA related to indirect cost allocations.

## BUDGET SUMMARY BY PROGRAM

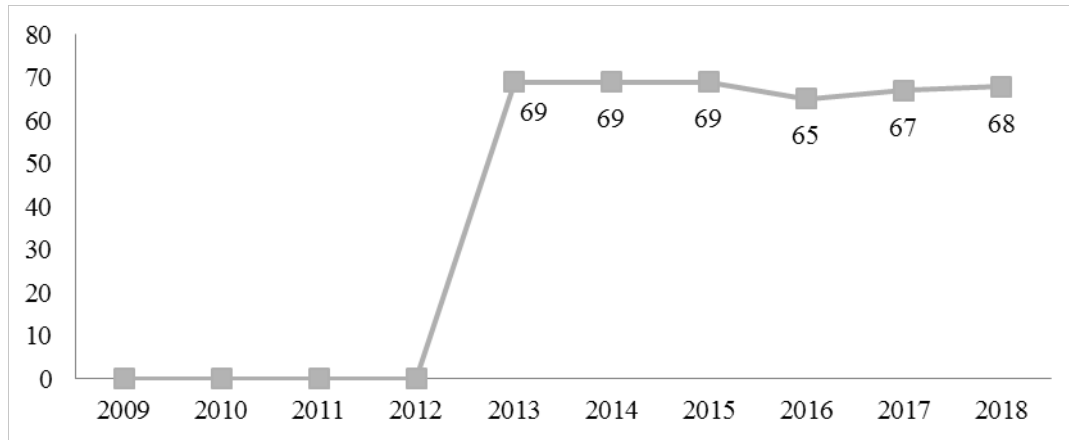
	<b>Appropriations</b>	<b>Revenues</b>	<b>Net County Cost</b>	<b>Staffing</b>
Administration	\$ 5,334,051	\$ 3,949,550	\$ 1,384,501	\$ 68
<b>TOTAL</b>	\$ 5,334,051	\$ 3,949,550	\$ 1,384,501	\$ 68

## PROGRAM SUMMARY

HHSA Administration was created in July 2013 to provide efficiencies in administrative and fiscal support to all the various programs in each of the four programmatic divisions of the agency. The division provides a wide range of services to the four program divisions, including maintaining and monitoring contracts, providing fiscal and budget support, facility maintenance, purchasing, billing, payroll, grant reporting, preparing items for submission to the Board of Supervisors, and internal personnel processing. The division charges programs for use of its services and recovers costs from each of the four divisions of HHSA through an Indirect Cost Rate (ICR).

**STAFFING TREND**

Staffing for the Health and Human Services Agency Administration reflects an increase of .90 FTEs for a total of 68.0 FTEs. This includes the addition of an Assistant Director of Finance and Administration which is part of the new organization structure created to support Service Integration goals, the deletion of the Chief Assistant Director of HHSA position and true-ups and adjustments in personnel allocations between HHSA divisions. The division currently has 66.0 FTEs on the West Slope and 1.00 FTE at South Lake Tahoe.



**RECOMMENDED BUDGET**

The Budget is recommended at \$5,334,051. The Recommended Budget reflects a decrease in revenue of \$305,670 (7%), and an increase in appropriations of \$27,544 (1%) when compared to the FY 2016-17 Adopted Budget.

Net County Cost is recommended at \$1,384,501. Overall, Net County Cost is increasing by \$333,214, or 32%.

The increase in Net County Cost is due to the timing difference between when costs are incurred and when they are allocated to other HHSA divisions. Because the Indirect Cost Rate (ICR) is based on costs incurred in the prior year, the incoming charges will never exactly offset the outgoing allocations. For example, the increase in A-87 Cost Plan charges and other incoming General Fund costs are not allocated to other HHSA divisions until the following budget year.

The Recommended Budget includes the addition of an Assistant Director of Finance and Administration. This position is part of a new organization structure that was created to support Service Integration goals and the System of Care model. The Recommended Budget also includes the deletion of the Chief Assistant Director of HHSA position following a retirement in May 2017. Both of these changes were approved by the Board of Supervisors on March 7, 2017.

# Administration and Financial Services Division

RECOMMENDED BUDGET • FY 2017 - 18

## CAO Adjustments

Adjustments were made to lower expenditures for desktops across the HHS Agency due to the pending implementation of VDI. Adjustments were also made to align budgets with prior year actuals. As a result of these changes the budget for the HHS Administrative division decreased by \$4,920.

HHS was asked to absorb the \$1.6 million cost increase to the Human Services – Social Service divisions that will occur as a result of the State’s decision to eliminate the Coordinated Care Initiative and the In Home Support Services (IHSS) Maintenance of Effort. This is discussed in further detail in the HHS Agency budget narrative. The Chief Assistant Director of HHS position was deleted to help offset the increased impact to the General Fund. Salary and benefit savings associated with deleting this vacant position equate to \$187,106.

## Source & Uses of Funds

The Health and Human Services Agency Administration Division was created to provide efficiencies in administrative and fiscal support to all the various programs across the agency. The division passes these fiscal and administrative costs to programs within the agency based on direct program salaries. All Administrative Division costs are funded from state, federal, realignment, donations/fees, and General Fund.

At the beginning of the year the Division calculates an Indirect Cost Rate (ICR) that is charged out to all Divisions in the Health and Human Services Agency based on direct salary dollars. The ICR is based on actual costs from the prior year. Due to fluctuations in actual salary dollars spent throughout the year, sometimes the department collects more revenue than necessary which rolls into the General Fund as fund balance and will be used to fund the Net County Cost in future years. Although the department is budgeting an increase to Net County Cost for FY 2017-18, the department over-collected in prior years. Over the past four years the department has over-collected approximately \$820,161, which was returned to the General Fund in prior years.

## FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 45 HEALTH & HUMAN SERVICES AGENCY ADM

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
1800	3,955,742	4,255,220	3,949,550	3,949,550	-305,670
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	3,955,742	4,255,220	3,949,550	-305,670
<b>TYPE: R SUBTOTAL</b>	3,955,742	4,255,220	3,949,550	3,949,550	-305,670

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 45 HEALTH & HUMAN SERVICES AGENCY ADM

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	4,487,631	4,716,951	5,019,060	4,860,210	143,259
3002	OVERTIME	55,498	20,000	20,000	20,000	0
3004	OTHER COMPENSATION	17,613	4,200	4,200	4,200	0
3005	TAHOE DIFFERENTIAL	2,413	2,400	2,400	2,400	0
3020	RETIREMENT EMPLOYER SHARE	916,084	1,023,249	1,066,576	1,052,894	29,645
3022	MEDI CARE EMPLOYER SHARE	60,977	68,425	72,810	70,507	2,082
3040	HEALTH INSURANCE EMPLOYER	1,130,745	1,035,927	1,064,322	1,058,448	22,521
3042	LONG TERM DISABILITY EMPLOYER	11,787	11,787	12,544	12,147	360
3043	DEFERRED COMPENSATION EMPLOYER	5,955	7,589	7,560	7,560	-29
3046	RETIREE HEALTH: DEFINED	68,497	68,497	75,700	75,700	7,203
3060	WORKERS' COMPENSATION EMPLOYER	52,982	52,982	54,465	54,465	1,483
3080	FLEXIBLE BENEFITS	1,200	72,600	78,000	72,000	-600
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>6,811,382</b>	<b>7,084,607</b>	<b>7,477,637</b>	<b>7,290,531</b>	<b>205,924</b>
4040	TELEPHONE COMPANY VENDOR	1,331	1,400	1,400	1,400	0
4041	COUNTY PASS THRU TELEPHONE CHARGES	14,186	15,000	15,000	15,000	0
4080	HOUSEHOLD EXPENSE	8,000	8,000	8,000	8,000	0
4082	HOUSEHOLD EXP: OTHER	3,000	3,000	3,000	3,000	0
4086	JANITORIAL / CUSTODIAL SERVICES	59,580	62,280	62,280	62,280	0
4100	INSURANCE: PREMIUM	35,897	35,897	24,690	24,690	-11,207
4144	MAINT: COMPUTER	3,780	3,000	3,000	3,000	0
4180	MAINT: BUILDING & IMPROVEMENTS	5,000	5,000	5,000	5,000	0
4220	MEMBERSHIPS	1,400	1,400	1,750	1,750	350
4260	OFFICE EXPENSE	35,000	35,000	35,850	35,850	850
4261	POSTAGE	60,000	60,000	60,000	60,000	0
4262	SOFTWARE	4,200	4,200	13,000	13,000	8,800
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	3,416	3,416	3,000	3,000	-416
4264	BOOKS / MANUALS	700	700	500	500	-200
4266	PRINTING / DUPLICATING SERVICES	1,500	1,500	2,000	2,000	500
4300	PROFESSIONAL & SPECIALIZED SERVICES	87,645	87,645	102,945	102,945	15,300
4337	OTHER GOVERNMENTAL AGENCIES	696	0	0	0	0
4400	PUBLICATION & LEGAL NOTICES	500	500	500	500	0
4420	RENT & LEASE: EQUIPMENT	185,000	185,000	199,820	199,820	14,820
4421	RENT & LEASE: SECURITY SYSTEM	23,376	23,964	24,552	24,552	588
4440	RENT & LEASE: BUILDING &	681,508	681,508	678,076	678,076	-3,432
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	0	0	20,000	20,000	20,000
4461	EQUIP: MINOR	2,527	2,400	0	0	-2,400
4462	EQUIP: COMPUTER	8,800	8,800	13,271	13,271	4,471
4463	EQUIP: TELEPHONE & RADIO	96	0	0	0	0
4500	SPECIAL DEPT EXPENSE	50	20,000	800	800	-19,200
4501	SPECIAL PROJECTS	0	1,000,000	0	0	-1,000,000
4502	EDUCATIONAL MATERIALS	2,000	2,000	0	0	-2,000

# Administration and Financial Services Division

RECOMMENDED BUDGET • FY 2017 - 18

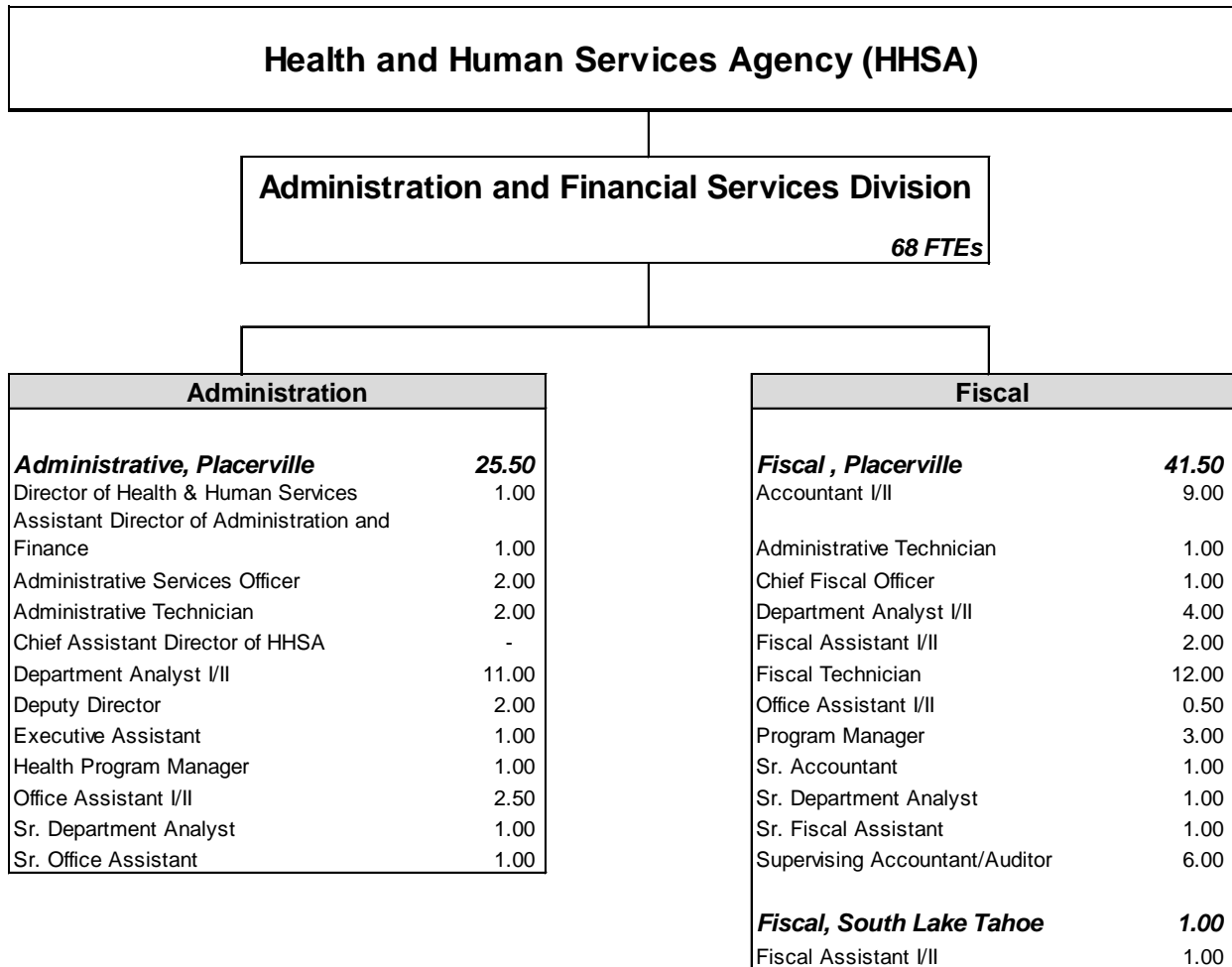
## FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 45 HEALTH & HUMAN SERVICES AGENCY ADM

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4503	STAFF DEVELOPMENT	49,560	49,560	49,985	49,985	425
4529	SOFTWARE LICENSE	3,500	3,500	3,500	3,500	0
4540	STAFF DEVELOPMENT (NOT 1099)	1,016	0	0	0	0
4600	TRANSPORTATION & TRAVEL	3,302	3,302	5,840	5,840	2,538
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	7,990	7,990	6,500	6,500	-1,490
4605	RENT & LEASE: VEHICLE	417,287	388,500	388,500	388,500	0
4606	FUEL PURCHASES	135,360	281,000	281,500	281,500	500
4608	HOTEL ACCOMMODATIONS	2,300	2,300	1,400	1,400	-900
4620	UTILITIES	148,176	148,176	148,812	148,812	636
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	1,997,679	3,135,938	2,164,471	2,164,471	-971,467
4752	ALLOCATED FUEL PURCHASE	-543,147	-660,000	-660,000	-660,000	0
<b>CLASS: 41</b>	<b>SERVICE &amp; SUPPLIES ABATEMENTS</b>	-543,147	-660,000	-660,000	-660,000	0
6040	FIXED ASSET: EQUIPMENT	35,000	35,000	47,000	47,000	12,000
6042	FIXED ASSET: COMPUTER SYSTEM	8,500	8,500	0	0	-8,500
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	43,500	43,500	47,000	47,000	3,500
7200	INTRAFUND TRANSFERS: ONLY GENERAL	408,379	408,379	628,941	628,941	220,562
7223	INTRAFND: MAIL SERVICE	118	118	54	54	-64
7224	INTRAFND: STORES SUPPORT	1,696	1,696	2,234	2,234	538
7229	INTRAFND: PC SUPPORT	25,000	25,000	0	0	-25,000
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	20,000	20,000	41,561	41,561	21,561
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	455,193	455,193	672,790	672,790	217,597
7350	INTRFND ABATEMENTS: GF ONLY	-4,280,240	-4,752,731	-4,167,706	-4,131,977	620,754
7351	INTRFND ABATEMENTS: SOCIAL SERVICE	0	0	-48,764	-48,764	-48,764
7380	INTRFND ABATEMENTS: NOT GENERAL	-44,796	0	0	0	0
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-4,325,036	-4,752,731	-4,216,470	-4,180,741	571,990
<b>TYPE: E SUBTOTAL</b>		4,439,571	5,306,507	5,485,428	5,334,051	27,544
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	483,829	1,051,287	1,535,878	1,384,501	333,214
<b>DEPARTMENT: 45</b>	<b>SUBTOTAL</b>	483,829	1,051,287	1,535,878	1,384,501	333,214

Health and Human Services Agency  
RECOMMENDED BUDGET • FY 2017 - 18

ORGANIZATIONAL CHART







# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The County of El Dorado Health and Human Services Agency (HHS), Department of Health Services, Behavioral Health Division strives to alleviate the suffering of mental illness by providing recovery-oriented, client-centered, culturally competent treatment services in collaboration with clients, families, and community partners. The Division seeks to eliminate disparities in service access and to reduce the stigma associated with mental illness while offering the highest quality behavioral healthcare to improve the community's health and safety, to strengthen individuals' resilience, and to promote restoration of healthy families. The Division also provides substance-use disorder programs to address alcohol and other drug related issues affecting the community.

### DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Fines, Forfeiture & Penalties	\$ 63,956	\$ 75,000	\$ 70,000	\$ 70,000	\$ (5,000)	-7%
Use of Money	\$ 38,456	\$ 42,000	\$ 42,000	\$ 42,000	\$ -	0
State	\$ 6,027,353	\$ 6,580,092	\$ 7,710,395	\$ 7,710,395	\$ 1,130,303	17%
Federal	\$ 8,442,862	\$ 7,911,329	\$ 7,869,572	\$ 7,869,572	\$ (41,757)	-1%
Charges for Service	\$ 714,254	\$ 603,900	\$ 603,900	\$ 603,900	\$ -	0%
Miscellaneous	\$ 415,160	\$ 104,000	\$ 755,050	\$ 755,050	\$ 651,050	626%
Other Financing Sources	\$ 8,857,247	\$ 8,989,497	\$ 7,967,258	\$ 7,573,397	\$ (1,416,100)	-16%
Use of Fund Balance	\$ -	\$ 13,378,562	\$ 13,664,307	\$ 13,664,307	\$ 285,745	2%
<b>Total Revenue</b>	<b>\$ 24,559,288</b>	<b>\$ 37,684,380</b>	<b>\$ 38,682,482</b>	<b>\$ 38,288,621</b>	<b>\$ 604,241</b>	<b>2%</b>
Salaries and Benefits	\$ 7,719,039	\$ 9,654,842	\$ 9,765,798	\$ 9,765,798	\$ 110,956	1%
Services & Supplies	\$ 5,449,411	\$ 8,155,655	\$ 7,017,826	\$ 7,017,826	\$ (1,137,829)	-14%
Other Charges	\$ 10,214,242	\$ 13,018,751	\$ 12,541,417	\$ 12,541,417	\$ (477,334)	-4%
Fixed Assets	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0%
Operating Transfers	\$ 250	\$ 500,000	\$ 673,000	\$ 673,000	\$ 173,000	35%
Intrafund Transfers	\$ 5,752,683	\$ 5,623,651	\$ 6,362,097	\$ 6,362,097	\$ 738,446	13%
Intrafund Abatements	\$ (5,752,683)	\$ (5,623,651)	\$ (6,362,097)	\$ (6,362,097)	\$ (738,446)	13%
Contingencies (MHSA)	\$ -	\$ 6,345,132	\$ 8,674,441	\$ 8,280,580	\$ 1,935,448	31%
<b>Total Appropriations</b>	<b>\$ 23,382,942</b>	<b>\$ 37,684,380</b>	<b>\$ 38,682,482</b>	<b>\$ 38,288,621</b>	<b>\$ 604,241</b>	<b>2%</b>
<b>General Fund Contribution</b>	<b>\$ 16,510</b>	<b>\$ 16,510</b>	<b>\$ 16,510</b>	<b>\$ 16,510</b>	<b>\$ -</b>	<b>0%</b>
<b>FTEs</b>	<b>87.00</b>	<b>93.80</b>	<b>92.55</b>	<b>92.55</b>	<b>(1.25)</b>	<b>-1%</b>

### MAJOR BUDGET CHANGES

#### Revenues

##### *State Intergovernmental*

\$1,130,303      Increase in Mental Health Services Act (MHSA) Funding.

##### *Miscellaneous*

\$651,050      Increase primarily due to \$611,050 cost settlement refund from Psychiatric Health Facility (PHF) contract for FY 2015-16.

# Behavioral Health Division

## RECOMMENDED BUDGET • FY 2017 - 18

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### *Other Financing Sources*

(\$1,416,100) Net decrease in operating transfers, primarily for Outpatient and Alcohol and Drug Program (ADP) programs from 2011 Realignment funding (\$1,059,000), and transfers to Human Services Division to offset IHSS cost increase in Social Services (\$393,000).

### *Fund Balance*

\$285,745 Increase in estimated Fund Balance available based on projected FY 2016-17 activity.

### Appropriations

#### *Salaries and Benefits*

\$110,956 General increase related to on-going staff costs, salary and benefit adjustments and an increase in Temporary Employees expense.

#### *Services and Supplies*

(\$400,000) Decrease in Professional and Special Services in the MHSA Innovation Program based on estimated program requirements for FY 2017-18.

(\$413,057) Decrease in Special Projects and Special Department Expense based on estimated program requirements for FY 2017-18.

(\$197,800) Decrease in MHSA software Licenses due to one-time expense in prior year related to Avatar clinical system and access.

(\$126,972) Various adjustments to bring budget in line with actual expenditure requirements.

#### *Other Charges*

(\$145,335) Net Decrease in Ancillary Services and Ancillary Expenses for client services based on current trends.

(\$108,032) Decrease in Health Services contract costs for drug and alcohol counseling contracts that were not renewed.

(\$167,669) Decrease in Interfund charges from HHS Administration division due to change in Internal Cost Rate (ICR).

#### *Fixed Assets*

\$10,000 Appliance and Furniture replacements at the Psychiatric Health Facility (PHF).

#### *Other Financing Uses*

\$173,000 Increase in Operating Transfers for MHSA Innovation Project 2 (Community-Based Engagement and Support System) per MHSA plan.

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

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### *Intrafund Transfers*

\$271,715      Increase in transfer of Mental Health plan Administration costs to MHSA for ADP.

\$466,731      Increase due to change in method of how 2011 Realignment is transferred to ADP.

### *Intrafund Abatement*

(\$271,715)    Increase in Abatement revenue (reimbursements shown as a negative cost) primarily due to allocation of additional ADP costs.

(\$466,731)    Increase in Abatement revenue (reimbursement shown as a negative cost) due to change in method of how 2011 Realignment is transferred to ADP.

### *Appropriation for Contingencies*

\$1,935,448    Increase to Contingency to balance the fund, due primarily to additional Proposition 63 revenue available for MHSA.

## BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost GF Contribution	Staffing
Alcohol & Drug Programs	\$ 3,366,732	\$ 3,366,732	-	16.65
MHSA Programs	\$ 21,656,059	\$ 21,656,059	-	48.04
Traditional Programs	\$ 13,265,830	\$ 13,265,830	\$ 16,510	27.86
<b>TOTAL</b>	<b>\$ 38,288,621</b>	<b>\$ 38,288,621</b>	<b>\$ 16,510</b>	<b>92.55</b>

## PROGRAM SUMMARIES

### Traditional Behavioral Health Programs

The Behavioral Health Division's traditional programs include mandated and/or core programs that existed prior to the passage of the Mental Health Services Act (MHSA) in November 2004. The County General Fund contribution represents a required General Fund cash match to support mandated services. The majority of the services provided are Medi-Cal eligible services provided to predominantly Medi-Cal eligible clients. Primary traditional programs in order of relative magnitude include:

#### *Outpatient Mental Health Services for Children*

These programs are primarily provided through contracted resources that provide a variety of therapeutic interventions for severely emotionally disturbed children, including assessments, treatment at the County's juvenile detention facilities, and consultation with schools, other community partners and families.

# Behavioral Health Division

RECOMMENDED BUDGET • FY 2017 - 18

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## *Psychiatric Health Facility (PHF)*

Located in Placerville, El Dorado County contracts with Telecare Corporation to operate the PHF, a licensed, sixteen-bed, 24-hour, adult residential treatment facility providing inpatient services for persons requiring intensive psychiatric care, many of whom are involuntarily hospitalized. Although the County of El Dorado's residents receive first priority for required admissions, the Division contracts with several other counties to provide their residents with inpatient care on an as needed, as available, basis.

## *Institutional and Residential Care*

Involves appropriate placement and care of seriously mentally ill adults and seriously emotionally disturbed children when required, based on the level of severity of their illness/disturbance.

## *Outpatient Mental Health Services for Adults*

Provides initial mental health assessments for new clients, as well as mental health services for a limited number of severely mentally ill adults who are not enrolled in the MHSA Wellness and Recovery programs.

## *Psychiatric Emergency Services (PES)*

Ensures 24/7/365 on-call services provided predominantly at hospitals on both slopes of the County to respond to psychiatric crises, provide referrals for follow-up services and, when necessary, detain and admit individuals to a psychiatric hospital.

## *Utilization Review/Quality Improvement*

Ensures timely and appropriate access to services and compliance with Federal and State regulations, as well as quality improvement efforts, staff development programs, and clinical program evaluation.

Extra help staff and overtime is in support of traditional programs primarily to ensure availability of after-hours and on-call psychiatric emergency services. Extra help staff is sometimes used as a more cost effective way to provide other intermittent, mental health services, often when after-hours or weekend work is necessary.

## MHSA Programs

In November 2004, California voters passed Proposition 63, known as the Mental Health Services Act (MHSA). The MHSA is funded by a one percent (1%) tax on personal income in excess of \$1,000,000 for California residents. The Division's MHSA programs are designed to reduce disparity in service access and to promote mental health wellness and recovery by providing effective mental health interventions and critical supportive services to seriously mentally ill individuals, often to those client populations that were previously underserved or un-served. MHSA programs are designed to engage clients, and sometimes other supportive individuals, in playing a significant role in formulating client recovery plans. Community participation is also a key element of creating and monitoring our MHSA programs. MHSA funds cannot be used to supplant other funds, specifically Realignment, for programs that were in existence in 2004 when the Act was passed; however, MHSA funds can be used for expansion of traditional programs beyond the base 2004 service level.

MHSA is composed of the following five components:

- Community Services and Supports (CSS)
- Workforce Education and Training (WET)
- Prevention and Early Intervention (PEI)
- Innovation
- Capital Facilities and Technological Needs (CFTN)

MHD currently has approved plans for all components except Innovation. Funding for each of these components is provided through county allocations. The funding for each component must be expended within a certain period of time or the funding reverts back to the State for redistribution. The CSS, PEI and Innovation components have a three-year reversion policy and continue to receive allocations on an annual basis; CFTN and WET have a ten-year reversion policy and are operating from fund balances as these components are no longer allocated MHSA funds. Primary MHSA programs include the following components:

*Community Services and Supports (CSS)*

Adult Wellness and Recovery Services – integrates a variety of available services and supports for seriously mentally ill adults, based on the type and level of service required for each individual. Services range from outreach and engagement (to reach homeless individuals and other high-risk populations), to diversified wellness and recovery strategies (including life skills training, groups, medication management, etc.), to full service partnerships (client-driven, recovery-oriented service plans offering a range of services and supports). Full service partnership clients may be eligible for limited transitional housing beds and/or housing subsidies. The Wellness Center also provides supportive services, such as linkage to primary healthcare, and peer support services.

Youth and Family Strengthening – provides wraparound services for youth at risk for out-of-home placement plus a variety of programs and services employing evidence-based practices, such as Incredible Years, Aggression Replacement Treatment and Trauma-Focused Cognitive Behavioral Therapy. High-risk youth about to be released from the County’s juvenile detention facilities (and their families) will also be offered mental health, addiction and other specialized transition services to reduce recidivism and promote family reunification.

Housing offers funds for the development of permanent supportive housing and services for persons with serious mental illness who are homeless or at risk of homelessness and eligible to participate in the MHSA full service program. The housing program is jointly administered by the California Department of Health Care Services (DHCS) and the California Housing Finance Agency (CalHFA). Housing development funds allocated to the County have been assigned to CalHFA which is now responsible to review, approve and oversee housing developments after initial approval by the Board of Supervisors for the use of MHSA funds for the development.

Additional programs and/or services may be added as a result of community input into the FY 2017-18 MHSA planning process.

*Workforce Education and Training (WET)*

This program supports activities intended to remedy the shortage of qualified individuals to provide mental health services, as well as activities designed to assist in the transformation of current service delivery.

# Behavioral Health Division

RECOMMENDED BUDGET • FY 2017 - 18

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## *Prevention and Early Intervention (PEI)*

PEI promotes services aimed at preventing mental illness from becoming severe and debilitating. PEI programs also address health disparities, including culturally-specific outreach and engagement services, through contract providers, to the Latino and Native American populations. Our current health disparities program also addresses improved linkage between behavioral health, primary care, and natural community supports. Funding for training and technical assistance is also available locally on a limited basis. Statewide PEI programs are being addressed through the County's membership in CalMHSA, – a multi-county Joint Powers Authority.

## *Innovation*

Consists of program(s) that test a new or adapted mental health practice or approach for the purpose of learning new practices supporting the delivery of mental health services and supports.

## *Capital Facilities and Technological Needs (CFTN)*

Supports capital facilities and/or technology projects. This program includes the development and implementation of an integrated information system infrastructure which includes the establishment of an Electronic Health Record (EHR) system, electronic clinical assessment and outcome measurement tools for children and adults, an electronic care pathways system to facilitate linkage between behavioral health and primary health care providers, improvement of tele-psychiatry and videoconferencing capabilities to reach and serve underserved communities, related training and administrative/technical support, as well as updated technological hardware equipment and software.

Extra help staff and overtime is in support of MHSA programs primarily to ensure required level of service and activities identified in the approved MHSA plans. Extra help staff is sometimes used to provide other intermittent, mental health services, often when after-hours or weekend work is necessary.

## Alcohol and Drug Programs

These programs implement strategies designed to address alcohol and other drug related issues affecting communities, criminal justice and child welfare systems, and schools. Activities include education, raising public awareness of issues, promoting drug free alternatives for youth and adults, drug free workplace programs, activities to reunite families, where appropriate, and related services. Also included are drug court activities. Revenues in these programs include State and Federal funding, Local Realignment, miscellaneous revenues and court fines. The Local realignment is used for Drug Medi-Cal services and Drug Court Program.

## PENDING ISSUES AND POLICY CONSIDERATIONS

Traditional Behavioral Health program funding continues to present a challenge to the Agency since the majority of traditional funds are spent on out of county placements and placements in the Psychiatric Health Facility. Currently, two clients are placed in State Hospitals with an estimated cost of \$475,000 per year. The possible repeal of the ACA could impact federal Medi-Cal reimbursements which could further impact BHD funding.

### Mental Health Rehabilitation Center

The BHD is reviewing options for clients that reside in out of county long term placements. One option is establishing local alternatives, which could include a local Mental Health Rehabilitation Center (MHRC). This would bring clients closer to their support network of family and friends, as well as provide increased access to local Behavioral Health services. Determining the feasibility of establishing an MHRC in the County was approved by the BOS in January 2017. A portion of the traditional program fund balance has been earmarked as a possible funding source for this process.

### AB 403 – Continuum of Care Reform

AB 403 is a comprehensive reform effort to make sure that youth in foster care have their day-to-day physical, mental, and emotional needs met; that they have the greatest chance to grow up in permanent and supportive homes; and that they have the opportunity to grow into self-sufficient, successful adults. As noted previously, the full impact is unknown, but all indications are there will not be sufficient funding from the State to meet the new mandates. As stated earlier, a fiscal analysis conducted by the Legislative Analysis Office concluded that AB 403 would have a major fiscal impact on mental health services in the tens of millions of dollars statewide, and that due to 1991 Realignment, the responsibility of providing services rests on the counties.

### Alcohol Drug Programs (ADP)

ADP is currently having challenges fiscally sustaining the current level of services. Currently, there are insufficient funding reserves to maintain services without the additional transfer of \$467,000 in 1991 Realignment funding from the Public Health Division. Absent a reduction of expenses, ADP may require a larger portion of the Realignment funding it shares with mental health programs in the future in order to remain solvent. HHSA is currently reviewing service delivery models as part of service integration in order to establish program controls as well as reviewing mandated program requirements.



# Behavioral Health Division

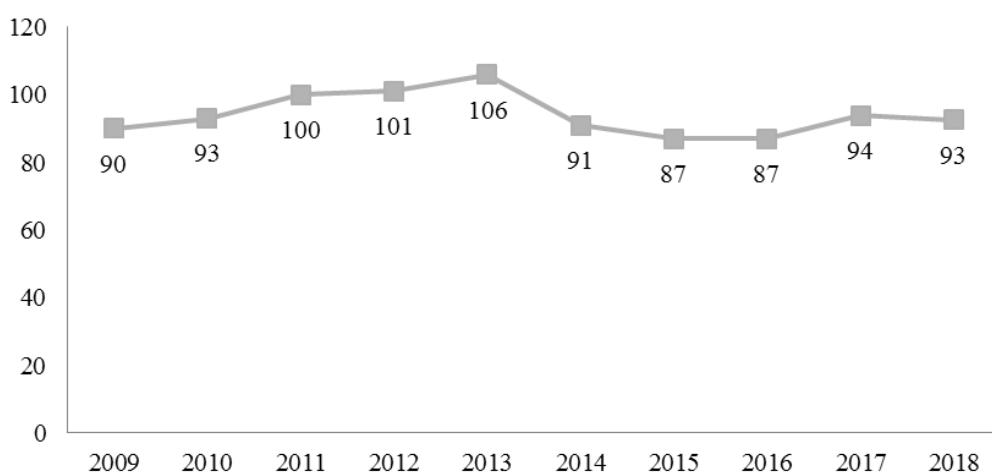
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## STAFFING TREND

Staffing for the Behavioral Health programs over the past ten years has varied due to program requirements and funding changes. Staffing levels increased to a high of 127 FTEs in FY 2007-08, primarily due to new MHSA revenues and programs. During the next fiscal year, staffing was significantly reduced due to funding constraints in the traditional mental health program areas. Following the significant downsizing in FY 2008-09, staffing stabilized and then gradually increased, as MHSA programs were more fully implemented and financial systems were developed to support accurate cost accounting and billing.

The staff allocation for FY 2017-18 is 92.55 FTEs. This includes a net reduction of 1.25 FTEs, when compared to authorized personnel allocations, and includes the deletion of .30 FTE as well as position true-ups and adjustments among HHSA divisions. A total of 69.05 FTEs are located on the West Slope and 23.5 FTEs in South Lake Tahoe. There are 27.86 FTEs in Mental Health Traditional programs, 48.04 FTEs in MHSA programs, and 16.65 FTEs in Alcohol and Drug Programs.



## RECOMMENDED BUDGET

The total Budget is recommended at \$38,288,621, which is an increase of \$604,241 (2%) over the FY 2016-2017 Adopted Budget.

There is no Net County Cost for Behavioral Health. General Fund support is provided at \$16,510 for the division's Maintenance of Effort (MOE) as directed by the State Department of Healthcare Services. This amount is consistent with prior years.

The Behavioral Health Division (BHD) is focusing on shifting client services to Mental Health Services Act (MHSA) programs for expanded service delivery, which could decrease expenditures in traditional programs. The shift to MHSA focused programs is in correlation to the approved MHSA plan and allows the BHD to develop more comprehensive recovery-oriented programs for the underserved target populations.

A new MHSA plan is created every three years and updated annually with approval by the Board of Supervisors. The next three-year MHSA plan is anticipated to be presented to the BOS in June or July 2017.

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

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### Traditional Behavioral Health Programs

The Recommended Budget for the Traditional Behavioral Health Programs is \$13,265,830, which represents an increase of approximately \$536,311 (4.3%) when compared to the FY 2016-17 Adopted Budget.

The Traditional programs are primarily funded by federal revenues, Realignment/State revenues, and charges for services to other counties and private payers. The increase is due to additional appropriations to transfer 1991 realignment funds to Social Services to cover the increase in In-Home Supportive Services costs, and an increase in contingency to reserve funds for future planning related to the feasibility of establishing a Mental Health Rehabilitation Center.

### Mental Health Services Act (MHSA) Program

The Recommended Budget for the MHSA Programs is \$21,656,059, which represents an increase of approximately \$996,199 (4.9%) when compared to the FY 2016-17 Adopted Budget.

The increase in the budget is primarily due to a projected increase in State revenue and corresponding increases in appropriations to include additional appropriations for the Community Hubs and increase in staff due to the anticipated change in the MHSA plan.

The Fiscal Year 2017-18 MHSA plan update is anticipated to be adopted in June or July 2017. MHSA programs are reviewed on an annual basis to determine which programs are successful in meeting program outcomes.

### Alcohol and Drug Programs

The Recommended Budget for Alcohol and Drug Programs is \$3,366,732, which represents a decrease of approximately \$928,269 (21.7%) when compared to the FY 2016-17 adopted budget. Alcohol and Drug Programs are funded primarily by realignment funds and federal revenues.

The decrease is primarily due to a decrease in staffing that was transferred to MHSA programs and an overall decrease in revenue. ADP is in the process of reorganizing their service delivery model due to decreased fund balances and reserves.

### CAO Adjustments

As discussed in other areas of the HHS budget, the Department was asked to absorb the \$1.6 million cost increase to the Human Services – Social Service division that will occur as a result of the State’s decision to eliminate the Coordinated Care Initiative and the In Home Support Services (IHSS) Maintenance of Effort. The Department’s original budget request included absorbing a portion of the cost (\$466,731). In order to help offset the remaining \$1.1 million cost increase, the Department budgeted the transfer of \$393,861 of 1991 Realignment funding from Behavioral Health to Social Services. There is no operational impact on Behavioral Health in FY 2017-18 due to this transfer, other than a relative decrease to Appropriations for Contingency when compared to what the Contingency would be without the budgeted transfer. This additional transfer has been reflected in the CAO Recommendation.

# Behavioral Health Division

## RECOMMENDED BUDGET • FY 2017 - 18

### Source & Use of Funds

Based on the FY 2017-18 Governor's Budget, HHSa projects an 18 percent (\$658,000) decrease in 2011 Realignment revenue compared to the FY 2016-17 budgeted amounts, primarily due to a decrease in El Dorado County's allocation percentage of the State 2011 Behavioral Health subaccount. HHSa projects an additional 1 percent (\$33,000) decrease in 1991 Realignment funds, mainly due to an increase in the offset in this revenue for the care of two of the County's clients who are placed at state hospitals. HHSa projects a 19 percent (\$1.1 million) increase in MHSA revenue based on revenue projected from the Proposition 63 tax in the FY 2017-18 Governor's Budget.

The BHD use of Fund Balance (available fund balance, less appropriations for contingencies) is specific to sub-funds:

- \$1,090,599, a decrease of 0% , from Traditional Mental Health (Fund 11-110-001)
- \$4,110,045, a decrease of 26% (\$1.5 million), from MHSA (11-110-003)
- \$183,000, a decrease of 48% (\$168,000), from Alcohol and Drug Special Revenue Funds

A new 3-year MHSA plan will be submitted to the Board in June and could result in changes in the use of fund balance for MHSA as part of the addenda budget process.

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 41 MENTAL HEALTH

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0320 COURT FINE: OTHER	67,005	75,000	70,000	70,000	-5,000
<b>CLASS: 03 REV: FINE, FORFEITURE &amp;</b>	67,005	75,000	70,000	70,000	-5,000
0400 REV: INTEREST	41,477	42,000	42,000	42,000	0
<b>CLASS: 04 REV: USE OF MONEY &amp; PROPERTY</b>	41,477	42,000	42,000	42,000	0
0663 ST: MENTAL HEALTH PROPOSITION 63	6,625,739	6,102,097	7,232,400	7,232,400	1,130,303
0880 ST: OTHER	477,995	477,995	477,995	477,995	0
<b>CLASS: 05 REV: STATE INTERGOVERNMENTAL</b>	7,103,734	6,580,092	7,710,395	7,710,395	1,130,303
1100 FED: OTHER	342,607	342,607	342,948	342,948	341
1101 FED: BLOCK GRANT REVENUES	908,529	961,623	961,623	961,623	0
1107 FED: MEDI CAL	6,405,085	6,487,099	6,412,449	6,412,449	-74,650
1108 FED: PERINATAL MEDI CAL	140,211	120,000	152,552	152,552	32,552
1127 FED: HEALTHY FAMILIES	11,829	0	0	0	0
<b>CLASS: 10 REV: FEDERAL</b>	7,808,261	7,911,329	7,869,572	7,869,572	-41,757
1640 MENTAL HEALTH SERVICES: PRIVATE INS	87,400	87,400	87,400	87,400	0
1641 MENTAL HEALTH SERVICES: PRIVATE	33,688	10,500	10,500	10,500	0
1642 MENTAL HEALTH SERVICES: OTHER	400,000	400,000	400,000	400,000	0
1643 MENTAL HEALTH SERVICES: CO	15,000	15,000	15,000	15,000	0
1644 MENTAL HEALTH SERVICES: PUBLIC	86,000	86,000	86,000	86,000	0
1649 MENTAL HEALTH SERVICES: OTHER	80	0	0	0	0
1740 CHARGES FOR SERVICES	5,000	5,000	5,000	5,000	0
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	627,168	603,900	603,900	603,900	0
1940 MISC: REVENUE	104,794	104,000	755,050	755,050	651,050
<b>CLASS: 19 REV: MISCELLANEOUS</b>	104,794	104,000	755,050	755,050	651,050
2020 OPERATING TRANSFERS IN	827,487	996,305	996,305	996,305	0
2021 OPERATING TRANSFERS IN: VEHICLE	493,463	100,764	338,311	338,311	237,547
2026 OPERATING TRANSFERS IN: PHD SRF	3,499,272	4,135,676	3,076,024	3,076,024	-1,059,652
2027 OPERATING TRSNF IN: SALES TAX	3,573,390	3,756,752	3,556,618	3,162,757	-593,995
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	8,393,612	8,989,497	7,967,258	7,573,397	-1,416,100
0001 FUND BALANCE	4,261,880	13,378,562	13,664,307	13,664,307	285,745
<b>CLASS: 22 FUND BALANCE</b>	4,261,880	13,378,562	13,664,307	13,664,307	285,745
<b>TYPE: R SUBTOTAL</b>	28,407,931	37,684,380	38,682,482	38,288,621	604,241

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 41 MENTAL HEALTH

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	5,611,709	6,208,433	6,231,200	6,231,200	22,767
3001	TEMPORARY EMPLOYEES	262,515	178,499	294,707	294,707	116,208
3002	OVERTIME	128,695	62,164	68,575	68,575	6,411
3003	STANDBY PAY	39,840	69,100	69,100	69,100	0
3004	OTHER COMPENSATION	64,753	95,050	75,050	75,050	-20,000
3005	TAHOE DIFFERENTIAL	46,065	51,600	54,000	54,000	2,400
3006	BILINGUAL PAY	15,863	22,880	16,640	16,640	-6,240
3020	RETIREMENT EMPLOYER SHARE	1,139,410	1,395,606	1,254,237	1,254,237	-141,369
3022	MEDI CARE EMPLOYER SHARE	87,731	93,691	95,634	95,634	1,943
3040	HEALTH INSURANCE EMPLOYER	1,014,769	1,250,717	1,340,164	1,340,164	89,447
3042	LONG TERM DISABILITY EMPLOYER	15,972	15,972	16,308	16,308	336
3043	DEFERRED COMPENSATION EMPLOYER	9,042	13,019	16,035	16,035	3,016
3046	RETIREE HEALTH: DEFINED	91,435	91,435	107,423	107,423	15,988
3060	WORKERS' COMPENSATION EMPLOYER	67,976	67,976	74,225	74,225	6,249
3080	FLEXIBLE BENEFITS	36,925	38,700	52,500	52,500	13,800
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>8,632,700</b>	<b>9,654,842</b>	<b>9,765,798</b>	<b>9,765,798</b>	<b>110,956</b>
4020	CLOTHING & PERSONAL SUPPLIES	68	0	0	0	0
4040	TELEPHONE COMPANY VENDOR	11,767	11,750	11,750	11,750	0
4041	COUNTY PASS THRU TELEPHONE CHARGES	12,450	12,900	12,900	12,900	0
4060	FOOD AND FOOD PRODUCTS	32,500	32,000	2,000	2,000	-30,000
4080	HOUSEHOLD EXPENSE	10,180	10,050	0	0	-10,050
4083	LAUNDRY	3,000	3,000	3,000	3,000	0
4084	EXPENDABLE EQUIPMENT	137	0	0	0	0
4085	REFUSE DISPOSAL	6,000	6,000	6,000	6,000	0
4086	JANITORIAL / CUSTODIAL SERVICES	34,140	34,140	36,705	36,705	2,565
4100	INSURANCE: PREMIUM	62,761	62,761	41,054	41,054	-21,707
4101	INSURANCE: ADDITIONAL LIABILITY	53,000	53,000	55,200	55,200	2,200
4143	MAINT: SERVICE CONTRACT	17,560	17,560	0	0	-17,560
4144	MAINT: COMPUTER	26,820	26,820	21,820	21,820	-5,000
4160	VEH MAINT: SERVICE CONTRACT	400	400	400	400	0
4180	MAINT: BUILDING & IMPROVEMENTS	5,100	5,100	5,100	5,100	0
4192	MAINTENANCE: LIGHTING	1,100	1,100	1,100	1,100	0
4200	MEDICAL, DENTAL & LABORATORY	52,275	52,275	52,000	52,000	-275
4220	MEMBERSHIPS	5,187	5,187	4,977	4,977	-210
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	12,755	13,575	13,575	13,575	0
4260	OFFICE EXPENSE	7,050	7,050	7,050	7,050	0
4261	POSTAGE	1,266	2,815	2,765	2,765	-50
4262	SOFTWARE	3,945	3,945	0	0	-3,945
4264	BOOKS / MANUALS	3,400	3,400	0	0	-3,400
4266	PRINTING / DUPLICATING SERVICES	1,550	3,050	12,250	12,250	9,200
4300	PROFESSIONAL & SPECIALIZED SERVICES	806,207	707,000	307,000	307,000	-400,000
4313	LEGAL SERVICES	2,500	2,500	2,500	2,500	0
4318	INTERPRETER	1,100	1,100	1,100	1,100	0
4323	PSYCHIATRIC MEDICAL SERVICES	4,377,220	4,249,728	4,249,728	4,249,728	0
4324	MEDICAL, DENTAL, LAB & AMBULANCE SRV	3,000	3,550	3,000	3,000	-550
4337	OTHER GOVERNMENTAL AGENCIES	0	0	1,900	1,900	1,900
4341	SERVICE CONNECT EXPENSE	150	150	150	150	0

# Behavioral Health Division

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 11 SPECIAL REVENUE FUND  
DEPARTMENT: 41 MENTAL HEALTH

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4400 PUBLICATION & LEGAL NOTICES	16,000	16,000	0	0	-16,000
4420 RENT & LEASE: EQUIPMENT	17,922	12,650	12,650	12,650	0
4421 RENT & LEASE: SECURITY SYSTEM	8,306	8,306	8,306	8,306	0
4440 RENT & LEASE: BUILDING &	357,288	352,132	359,017	359,017	6,885
4460 EQUIP: SMALL TOOLS & INSTRUMENTS	50	50	50	50	0
4461 EQUIP: MINOR	33,474	31,100	2,500	2,500	-28,600
4462 EQUIP: COMPUTER	54,775	54,775	36,300	36,300	-18,475
4463 EQUIP: TELEPHONE & RADIO	1,832	1,832	1,832	1,832	0
4500 SPECIAL DEPT EXPENSE	142,161	132,032	4,500	4,500	-127,532
4501 SPECIAL PROJECTS	1,271,742	1,434,278	1,148,753	1,148,753	-285,525
4502 EDUCATIONAL MATERIALS	9,708	9,369	3,969	3,969	-5,400
4503 STAFF DEVELOPMENT	108,770	109,270	122,270	122,270	13,000
4529 SOFTWARE LICENSE	303,126	303,126	105,326	105,326	-197,800
4532 CLIENT PROGRAM SERVICES	1,500	1,500	0	0	-1,500
4540 STAFF DEVELOPMENT (NOT 1099)	950	800	800	800	0
4600 TRANSPORTATION & TRAVEL	43,432	43,948	43,948	43,948	0
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	26,493	26,631	26,631	26,631	0
4605 RENT & LEASE: VEHICLE	80,200	80,200	80,200	80,200	0
4606 FUEL PURCHASES	41,850	41,950	41,950	41,950	0
4608 HOTEL ACCOMMODATIONS	27,050	26,800	26,800	26,800	0
4620 UTILITIES	137,000	137,000	137,000	137,000	0
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>8,238,217</b>	<b>8,155,655</b>	<b>7,017,826</b>	<b>7,017,826</b>	<b>-1,137,829</b>
5000 SUPPORT & CARE OF PERSONS	231,000	233,000	231,000	231,000	-2,000
5002 INSTITUTE MENTAL DISEASE MENTAL	1,448,145	2,421,070	2,421,070	2,421,070	0
5009 HOUSING	488,126	488,126	437,726	437,726	-50,400
5010 TRANSPORTATION SERVICES	2,500	2,500	2,500	2,500	0
5011 TRANSPORTATION EXPENSES	15,388	20,900	18,000	18,000	-2,900
5012 ANCILLARY SERVICES	544,023	544,023	296,813	296,813	-247,210
5013 ANCILLARY EXPENSES	22,684	22,500	124,375	124,375	101,875
5014 HEALTH SERVICES	4,878,545	6,537,888	6,429,856	6,429,856	-108,032
5300 INTERFND: SERVICE BETWEEN FUND	2,539,434	2,694,218	2,526,549	2,526,549	-167,669
5304 INTERFND: MAIL SERVICE	5,075	4,060	3,985	3,985	-75
5305 INTERFND: STORES SUPPORT	3,510	2,808	1,885	1,885	-923
5316 INTERFND: IS PROGRAMMING SUPPORT	21,487	20,000	20,000	20,000	0
5318 INTERFND: MAINTENANCE BLDG & IMPRV	27,658	27,658	27,658	27,658	0
<b>CLASS: 50 OTHER CHARGES</b>	<b>10,227,575</b>	<b>13,018,751</b>	<b>12,541,417</b>	<b>12,541,417</b>	<b>-477,334</b>
6040 FIXED ASSET: EQUIPMENT	10,000	10,000	10,000	10,000	0
<b>CLASS: 60 FIXED ASSETS</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>
7000 OPERATING TRANSFERS OUT	500,000	500,000	673,000	673,000	173,000
<b>CLASS: 70 OTHER FINANCING USES</b>	<b>500,000</b>	<b>500,000</b>	<b>673,000</b>	<b>673,000</b>	<b>173,000</b>
7250 INTRAFND: NOT GEN FUND / SAME FUND	5,958,116	5,623,651	5,895,366	5,895,366	271,715
7258 INTRAFND: REALIGNMENT FUNDS	0	0	466,731	466,731	466,731
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>5,958,116</b>	<b>5,623,651</b>	<b>6,362,097</b>	<b>6,362,097</b>	<b>738,446</b>
7380 INTRFND ABATEMENTS: NOT GENERAL	-5,960,769	-5,623,651	-5,895,366	-5,895,366	-271,715
7388 INTRFND ABATEMENTS: REALIGNMENT	0	0	-466,731	-466,731	-466,731
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	<b>-5,960,769</b>	<b>-5,623,651</b>	<b>-6,362,097</b>	<b>-6,362,097</b>	<b>-738,446</b>
7700 APPROPRIATION FOR CONTINGENCIES	0	6,345,132	8,674,441	8,280,580	1,935,448
<b>CLASS: 77 APPROPRIATION FOR</b>	<b>0</b>	<b>6,345,132</b>	<b>8,674,441</b>	<b>8,280,580</b>	<b>1,935,448</b>
<b>TYPE: E SUBTOTAL</b>	<b>27,605,839</b>	<b>37,684,380</b>	<b>38,682,482</b>	<b>38,288,621</b>	<b>604,241</b>
<b>FUND TYPE: 11 SUBTOTAL</b>	<b>-802,092</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>DEPARTMENT: 41 SUBTOTAL</b>	<b>-802,092</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Health and Human Services Agency

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## ORGANIZATIONAL CHART

<b>Health and Human Services Agency</b>	
<b>Health Services Department</b>	
<b>Behavioral Health Division</b>	
<b>92.55 FTEs</b>	
<b>Traditional Behavioral Health Programs 27.86 FTE</b>	<b>Men Hlth Svcs Act (MHSA) Programs 48.04 FTE</b>
<b>Placerville 22.98</b>	<b>Placerville 34.32</b>
Administrative Secretary 1.00	Administrative Technician 1.10
Administrative Technician 0.90	Department Analyst I/II 1.00
Assistant Director of Health Services 0.50	Health Education Coordinator 0.15
Deputy Director 1.00	Manager of Mental Health Programs 0.30
Manager of Mental Health Programs 0.70	Mental Health Aide 4.45
Medical Office Assistant I/II 4.00	Mental Health Clinical Nurse 0.50
Medical Records Technician 0.90	Mental Health Clinician IA/IB/II 14.95
Mental Health Aide 1.80	Mental Health Medical Director 0.29
Mental Health Clinical Nurse 0.50	Mental Health Program Coordinator 2.47
Mental Health Clinician IA/IB/II 4.55	Mental Health Worker I/II 6.44
Mental Health Medical Director 0.71	Program Assistant 0.10
Mental Health Patient's Rights Advocate 0.40	Program Manager 0.20
Mental Health Program Coordinator 1.03	Psychiatric Technician I/II 1.45
Mental Health Worker I/II 1.56	Psychiatrist I/II 0.41
Program Manager 0.80	Public Health Nurse Practitioner 0.51
Psychiatric Technician I/II 0.55	<b>South Lake Tahoe 13.72</b>
Psychiatrist I/II 0.59	Administrative Technician 0.05
Public Health Nurse Practitioner 0.49	Health Education Coordinator 0.10
Sr. Office Assistant 1.00	Manager of Mental Health Programs 0.25
<b>South Lake Tahoe 4.88</b>	Medical Office Assistant I/II 0.25
Administrative Technician 0.95	Mental Health Clinician IA/IB/II 4.62
Manager of Mental Health Programs 0.75	Mental Health Program Coordinator 1.00
Medical Office Assistant I/II 0.75	Mental Health Worker I/II 3.00
Mental Health Clinician IA/IB/II 1.38	Mental Health Worker I/II -LT 3.50
Program Manager 1.00	Psychiatric Technician I/II 0.95
Psychiatric Technician I/II 0.05	
	<b>Alcohol &amp; Drug Programs 16.65 FTE</b>
	<b>Placerville 11.75</b>
	Alcohol and Drug Program Division Mgr 1.00
	Disease Investigtn/Contrl Specialist I/II 0.50
	Health Education Coordinator 4.35
	Health Program Specialist 2.00
	Mental Health Clinician IA/IB/II 1.00
	Mental Health Program Coordinator 0.50
	Office Assistant I/II 0.50
	Program Assistant 0.90
	Supv Health Education Coordinator 1.00
	<b>South Lake Tahoe 4.90</b>
	Health Education Coordinator 1.90
	Health Program Specialist 1.00
	Mental Health Clinician IA/IB/II 1.00
	Supv Health Education Coordinator 1.00



# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The County of El Dorado Health and Human Services Agency (HHS), Department of Human Services (DHS), Community Services and Social Services Divisions provide a range of programs to assist persons in attaining or maintaining their self-sufficiency, independence, safety and/or well-being. The Department's mission is to respectfully serve all persons in a manner that improves the overall quality of life in El Dorado County.

### DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Use of Money	\$ (199)	\$ 3,619	\$ 3,180	\$ 3,180	\$ (439)	-12.1%
State	\$ 8,564,049	\$ 8,155,470	\$ 7,870,007	\$ 7,870,007	\$ (285,463)	-3.5%
Federal	\$ 29,417,695	\$ 33,061,269	\$ 34,032,092	\$ 34,028,872	\$ 967,603	2.9%
Other Governmental	\$ 6,353	\$ 18,000	\$ 18,000	\$ 18,000	\$ -	0.0%
Charges for Service	\$ 1,141,812	\$ 1,280,593	\$ 1,100,742	\$ 1,100,742	\$ (179,851)	-14.0%
Misc.	\$ 732,936	\$ 937,716	\$ 924,329	\$ 851,329	\$ (86,387)	-9.2%
Other Financing Sources	\$ 20,820,818	\$ 23,610,886	\$ 24,585,366	\$ 24,870,436	\$ 1,259,550	5.3%
Use of Fund Balance	\$ -	\$ 826,326	\$ 710,420	\$ 710,420	\$ (115,906)	-14.0%
<b>Total Revenue</b>	<b>\$ 60,683,464</b>	<b>\$ 67,893,879</b>	<b>\$ 69,244,136</b>	<b>\$ 69,452,986</b>	<b>\$ 1,559,107</b>	<b>2.3%</b>
Salaries and Benefits	\$ 24,202,090	\$ 27,365,082	\$ 27,835,165	\$ 27,276,918	\$ (88,164)	-0.3%
Services & Supplies	\$ 3,400,171	\$ 5,574,940	\$ 5,174,730	\$ 5,084,353	\$ (490,587)	-8.8%
Other Charges	\$ 26,702,805	\$ 30,688,116	\$ 33,176,840	\$ 33,172,748	\$ 2,484,632	8.1%
Fixed Assets	\$ 49,822	\$ 43,300	\$ 30,450	\$ 30,450	\$ (12,850)	-29.7%
Operating Transfers	\$ 500	\$ 1	\$ -	\$ -	\$ (1)	-100.0%
Intrafund Transfers	\$ 5,172,198	\$ 8,363,429	\$ 8,121,344	\$ 7,944,615	\$ (418,814)	-5.0%
Intrafund Abatements	\$ (178,303)	\$ (162,911)	\$ (184,115)	\$ (184,115)	\$ (21,204)	13.0%
Contingency	\$ -	\$ -	\$ 68,598	\$ -	\$ -	0.0%
Reserves	\$ -	\$ -	\$ -	\$ 125,000	\$ 125,000	0.0%
<b>Total Appropriations</b>	<b>\$ 59,349,283</b>	<b>\$ 71,871,957</b>	<b>\$ 74,223,012</b>	<b>\$ 73,449,969</b>	<b>\$ 1,578,012</b>	<b>2.2%</b>
<b>Net County Cost</b>	<b>\$ (1,334,181)</b>	<b>\$ 3,978,078</b>	<b>\$ 4,978,876</b>	<b>\$ 3,996,983</b>	<b>\$ 18,905</b>	<b>-0.1%</b>
<b>General Fund Contribution</b>	<b>\$ 2,309,074</b>	<b>\$ 2,463,935</b>	<b>\$ 2,579,051</b>	<b>\$ 2,311,273</b>	<b>\$ (152,662)</b>	<b>-6.2%</b>
FTEs	345.00	352.52	350.52	338.62	(13.90)	-3.9%

### MAJOR BUDGET CHANGES: GENERAL FUND (TYPE 10)

#### Revenues

##### *State Intergovernmental*

(\$87,080) Net decrease in State funding for CalWORKs and CalFresh Administrative Activities (\$171,490) which is offset by an increase in State funding for Foster Care Assistance of \$84,410.

##### *Federal Intergovernmental*

\$1,343,555 Increase in federal funding, primarily for Admin Public Assistance of \$1,001,580, Foster Care of \$380,000, Adoption of \$235,000, Medi-Cal of \$95,332 offset by decrease in funding for CalFresh Administrative Activities (\$489,492).



# Human Services Division

## RECOMMENDED BUDGET • FY 2017 - 18

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### *Other Financing Sources*

\$1,412,212 Increase in Other Financing Sources, mostly due to a budgeted increased use of 2011 Protective Services Realignment for AB403 activities, and an increased use of 1991 Realignment due to an increase of IHSS costs. The 1991 Realignment transfer authority between Social Services, Public Health and Behavioral Health was used to increase 1991 Social Services Realignment availability to help offset the increased costs by \$1,019,579.

### Appropriations

#### *Salaries and Benefits*

\$154,621 Increase primarily due to adjustments in salary and benefits, an increase in Overtime to bring budget in line with actual historical trends (\$171,711), offset with a reduction of for the elimination of 6.4 vacant positions (\$252,224) in order to absorb the IHSS cost transfers from the State.

#### *Services and Supplies*

\$161,961 Increase primarily due to an increase in Children's Welfare Service contracts of \$232,110, an increase in Children's Welfare Service system requirements and facility needs of \$197,966, offset by a decrease in Insurance Premiums (\$109,107) and a decrease in Special Projects (\$138,669).

#### *Other Charges*

\$2,811,028 Increase primarily due to an increase in IHSS Program costs of \$1,261,717, an increase in CalWORKs Assistance payments of \$327,391, an increase in Foster Care Assistance payments of \$781,000, and an increase in Adoption Assistance payments of \$470,000, all due to state legislative changes, offset by slight decreases in Client Health Services and SNAP Ed (\$68,072).

#### *Intrafund Transfers*

(\$440,018) Decrease primarily due to a decrease in the HHS Admin Indirect Cost Rate from 30% in FY 2016-17 to 27% in FY 2017-18 (\$262,268), a reduction in the departmental transfer for fraud investigations (\$51,000), and a reduction in the departmental transfer for programing support (\$90,000).

## MAJOR BUDGET CHANGES: SPECIAL REVENUE FUND (TYPE 11)

### Revenue

#### *Federal Intergovernmental*

(\$602,365) Decrease in funding mostly due to a decrease of the Low Income Home Energy Assistance Program (LIHEAP) (\$707,980), offset by an increase for the CalOES Victim Services Grant award \$136,319.

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

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### *Charges for Services*

(\$191,181) Decrease primarily due to a reduction in revenue for Senior Day Care services (\$151,500), and a reduction in revenue for Aging Programs (\$47,380).

### *Miscellaneous Revenue*

(\$86,387) Decrease mostly due to a decrease in expected donations, resulting in a decrease in Aging Programs (\$73,000).

### *Other Financing Sources*

(\$192,679) Decrease in overall General Fund contribution, due to a reduction of Aging Programs (\$267,778), offset by an increase for the Senior Nutrition Cameron Park site added during FY 2016-17 (\$75,009).

### *Fund Balance*

(\$45,885) Decrease to the expected beginning fund balance available primarily in Aging Programs (\$36,126) and MAA (\$8,724).

### Appropriations

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### *Salaries and Benefits*

(\$189,092) Decrease in salaries and benefits primarily due to the reduction in Aging Programs (\$306,023), offset by an increase from the Workforce Innovation Opportunity Act (WIOA) service integration (\$47,898), an increase of Overtime (\$32,000), and increases in other benefits (\$37,033).

### *Services and Supplies*

(\$630,710) Decrease due to a reduction of Special Projects in LIHEAP (\$150,613), Senior Day Care (\$119,256), and Aging Programs (\$240,953).

### *Other Charges*

(\$410,483) Decrease due primarily to a reduction in LIHEAP contract Voucher payments to clients (\$580,290), offset by an increase for the award of the CalOES Victim Services Grant (\$136,319).

### *Fixed Assets*

\$23,450 Replacement of the Fast Freezer in Placerville central kitchen.

\$7,000 Replacement of the stovetop/oven for the El Dorado Hills Senior Nutrition site.

### *Reserves*

\$125,000 Increase due to the designation for a reserve for donations related to Aging Programs.

# Human Services Division

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## MAJOR BUDGET CHANGES: SPECIAL REVENUE FUND (TYPE 12)

### Revenue

#### *State Intergovernmental*

(\$198,383) Decrease in State funding due to the anticipated elimination of the IHSS Maintenance of Effort (MOE).

#### *Federal Intergovernmental*

\$226,413 Increase in federal funding due to Title XIX revenue to IHSS Public Authority of \$149,565 and to Public Housing of \$76,848.

### Appropriations

#### *Salaries and Benefits*

(\$53,693) Decrease primarily due to a decrease in overtime (\$33,001) to align with actual spending, and adjustments to retirement and health benefits.

#### *Services and Supplies*

(\$21,838) Decrease primarily due to a reduction in Special Projects (\$10,783), and a decrease in Computer Equipment (\$9,595).

#### *Other Services*

\$84,087 Increase due primarily to the Public Authority and IHSS Provider costs of \$29,177, and housing in Public Housing Authority (PHA) \$54,910.

## BUDGET SUMMARY BY PROGRAM

	<b>Appropriations</b>	<b>Revenues</b>	<b>Net County Cost</b>	<b>GF Contribution</b>	<b>Staffing</b>
Community Programs	\$ 2,653,160	\$ 2,653,160	\$ -	\$ 121,000	10.55
Workforce Innovation (WIOA)	\$ 536,562	\$ 536,562	\$ -	\$ 80,000	4.17
Public Housing Authority	\$ 3,295,601	\$ 3,295,601	\$ -	\$ 19,401	3.55
Aging and Adult Continuum of Care	\$ 6,712,706	\$ 5,061,294	\$ 1,651,412	\$ 2,000,256	46.52
IHSS Public Authority	\$ 1,077,224	\$ 1,077,224	\$ -	\$ 90,616	4.20
<b>Community Services Total</b>	<b>14,275,253</b>	<b>12,623,841</b>	<b>1,651,412</b>	<b>2,311,273</b>	<b>68.99</b>
SB 163 Wraparound	\$ 58,040	\$ 58,040	\$ -	\$ -	0.00
CalOES Elder Abuse Grant	\$ 227,520	\$ 227,520	\$ -	\$ -	1.00
CalOES Victim Services Grant	\$ 136,319	\$ 136,319	\$ -	\$ -	0.00
SS Admin & Public Assistance	\$ 58,752,837	\$ 56,407,266	\$ 2,345,571	\$ -	268.63
<b>Social Services</b>	<b>\$ 59,174,716</b>	<b>\$ 56,829,145</b>	<b>\$ 2,345,571</b>	<b>\$ -</b>	<b>269.63</b>
<b>Total</b>	<b>\$ 73,449,969</b>	<b>\$ 69,452,986</b>	<b>\$ 3,996,983</b>	<b>\$ 2,311,273</b>	<b>338.62</b>

## PROGRAM SUMMARIES

### Community Programs

Community Programs provide a range of services designed to meet specific special needs of low-income, disabled and other targeted County resident population groups. These services help qualified applicants meet basic needs to ensure their health and well-being, maintain their independence, acquire permanent housing and/or continue living in their own homes.

Community Programs include the federally funded Low-Income Home Energy Assistance Program (LIHEAP), which assists with the purchase of home heating fuel or firewood; LIHEAP and Department of Energy (DOE) Weatherization Assistance Program which provides families with more energy efficient structures; the Community Services Block Grant (CSBG) that is used to offset administrative costs for Community Programs. Funding for these programs is ongoing.

Community Programs funding is 81.19% Federal, 14.25% Fees/Donations/Other and 4.56% County funds. Revenues are ongoing in nature. The General Fund contribution is used to offset excess administrative allotment of Community Program low-income grants and designated initiatives.

### Workforce Innovation and Opportunity Act (WIOA)

Workforce Innovation and opportunity Act (WIOA) Program provides funding for training and/or retraining of youth and adults to meet the demands of the local workforce and funds the operation of the Connections Workforce One Stop Resource Centers to help meet multiple needs of the unemployed and businesses in El Dorado County.

WIOA is funded with 88.32% Federal revenues that are ongoing in nature and 11.66% County Fund.

### Public Housing Authority (PHA)

The Public Housing Authority (PHA), through the Housing Choice Voucher Program, enables eligible households to rent existing and safe housing by making housing assistance payments to private landlords. Federal funds are also used to reimburse clients for utility costs. The Family Self-Sufficiency Program provides a monetary incentive to clients in order to promote self-sufficiency and decrease the use of public assistance.

PHA funding is Federal, Fees/Donations/Other. Revenues are ongoing in nature with the exception of \$24,863 which represents amount reserved for operating fund balance.

### Aging and Adult Continuum of Care

Aging and Adult Continuum of Care consists of a wide array of programs that assist seniors age 60 and over and functionally disabled or mentally impaired adults to remain safe and stable, as well as active and independent to the greatest extent possible. El Dorado County operates as the Area Agency on Aging for the County, enabling the County to receive federal funding to provide an array of Senior Services.

Programs include: Information and Assistance; Senior Legal Services; Ombudsman services for residents of local care facilities; Senior Center (social and recreational programs); Senior Nutrition services, with meals served daily at eight congregate meal sites and countywide home-delivered meals; Family Caregiver Support services to assist families who are caring for a dependent adult in their home.

# Human Services Division

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The mandated Public Guardian Program establishes and administers conservatorships of the person and/or the estates of individuals who are functionally disabled, to ensure the proper care and treatment of those who are unable to adequately care for themselves or those who are victims of fraud and/or abuse. Public Guardian case managers are working in collaboration with the Sheriff's Office and Probation Department to ensure that offenders in the custody of the Sheriff and/or under the supervision of the Probation Officer will receive the services and support necessary to successfully re-integrate into the community.

Medi-Cal Administrative Activities (MAA) and Targeted Case Management (TCM), programs which are administered by the California Department of Health Care Services, leverage allowable State and local revenue to receive federal reimbursement for approved Medi-Cal activities & case management services.

Aging and Adult Continuum of Care funding includes Federal, State, Fees/Donations/Other and County funds. Revenues are ongoing in nature, with the exception of \$592,500 which is one-time-only MAA/Linkages Fund Balance reserved for pending outstanding audits.

### IHSS Public Authority

The mission of the In Home Support Services (IHSS) Public Authority (PA) is to improve the availability and quality of in-home supportive services by providing IHSS recipients with access to care providers who have received the training and met the standards set by the State of California. IHSS Public Authority funding is Federal, State, Fees/Donations/Other and County and is ongoing in nature.

### SB 163 Wraparound Program

The SB 163 Wraparound Program is designed to improve youth outcomes. Until June 30, 2009 County participation was funded by filling six slots for high-risk youth, with savings available for reinvestment to provide additional services to at-risk youth in the community. As of FY 2010-11 services provided in the community were funded entirely from use of the fund balance and interest earnings related to this program from prior years. Use of the remaining fund balance in FY 2017-18 is budgeted to pay for special projects to continue working with high-risk youth and their families.

### CalOES Victim Services Grant

El Dorado County was awarded a two year Victim Services Grant from the California Office of Emergency Services (CalOES). This grant will provide enhanced funding to CASA of El Dorado County for increased services and support to victimized youth in Foster Care.

### Social Services Administration and Public/Client Assistance

Social Services Public Assistance Programs are designed to protect and meet the basic needs of El Dorado County's most vulnerable population groups, and are Federal and/or State mandated requiring that the County provide assistance to eligible applicants regardless of the availability of local resources. The lack of County compliance with applicable regulations can result in Federal and/or State fiscal sanctions and a resultant loss of funding. Public Assistance Programs include the California Work Opportunity and Responsibility to Kids (CalWORKs), Cal-Fresh, Homeless Assistance, Adoption Assistance, Foster Care Assistance, and Supportive General Assistance.

Social Services Administration staff determine eligibility for: CalWORKs, Medi-Cal, Cal-Fresh, Temporary Assistance for Needy Families (TANF), County Medical Services Program (CMSP) and General Assistance (GA). Protective services programs provided through Social Services Administration

# Health and Human Services Agency

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include Child Protective Services (CPS), Adult Protective Services (APS) and In-Home Supportive Services (IHSS).

Social Services programs, both administrative and assistance, operate mostly on a cost sharing basis where the County is required to expend a percentage of the non-federal share of costs for the provision of services. This percentage varies by program, and the County share is generally paid for with Realignment funding sources. The CalWORKs administrative program operates under a Maintenance of Effort (MOE) basis, where the County is required to contribute a minimum amount of funding toward the administration of the program, after which, the County is reimbursed with Federal and/or State funding up to a capped allocated amount. In addition to traditional funding, APS was also awarded a two year grant from the California Office of Emergency Services for Elder Abuse. Collaboration between the District Attorney's Office and Social Services will provide enhanced services and support to elderly victims of crime.

Social Services Administration and Public/Client Assistance funding is from Federal, State, and Realignment sources. The revenues are generally ongoing in nature.

### In-Home Supportive Services Program

Perhaps the most significant budget issue for counties at this time is the elimination of the Coordinated Care Initiative and the resulting reversal of the Administration's plan for managing In Home Supportive Services costs.

On January 10, 2017, the Director of the Department of Finance issued notice that the state will end the Coordinated Care Initiative (CCI) and eliminate the In-Home Supportive Services (IHSS) Maintenance of Effort (MOE) arrangement that was enacted in 2012 and 2013, which had limited county IHSS costs to a base year calculation of 2011-12 costs plus an annual 3.5 percent inflator. This reversal shifts an estimated \$625 million shift of new program costs to counties statewide. El Dorado County's estimated cost increase is \$1.6 million.

This is on top of program growth related cost increases. Since its realignment to counties in 1991, the IHSS program has been generally underfunded relative to caseload and cost increases. The anticipated \$1.6 million increase includes costs related to caseload increases that have occurred over the past several years (during the time that the state had been covering these program costs), as well as costs anticipated due to the minimum wage increase recently enacted by the state (up to \$15 per hour by 2022), the state's extension of three paid sick leave days to IHSS workers (SB3, 2016), and required implementation of new federal overtime regulations.

IHSS is a federal entitlement Medicaid program and receives 50 percent federal funding. Absent the MOE deal with the State which capped the county cost, the remaining 50 percent of cost is shared by California and counties, with the state paying 65 percent of the nonfederal share and the counties paying 35 percent. Program growth, and therefore the County's cost, is not limited. Counties must administer the program in accordance with federal law and cannot reduce or alter the program in response to cost or budget pressures.

The IHSS program was created to reduce the number of people who required expensive institutional care. IHSS recipients are allowed to choose their IHSS care providers, and family members may qualify. County social workers determine the number of IHSS hours for each consumer based on the client's needs. The IHSS Public Authority maintains a registry of approved providers, and conducts employment, administration, and initial timecard setup.

# Human Services Division

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The IHSS program grows roughly 6 to 7 percent a year, mostly due to demographics and an aging population. Counties use dedicated 1991 Realignment revenues to pay for IHSS program costs. Further, IHSS is a caseload-driven program within 1991 Realignment, meaning increases in caseload are given priority for any growth funding. Increases in IHSS costs could affect the future share of growth funding received by the Health and Mental Health Subaccounts. Further, realignment revenues in the years in which the MOE was in effect were sufficient to cover the county share of costs for the program. Realignment revenues are currently less stable due to slowdowns in parts of the economy, and are not sufficient to cover the additional program costs enacted or imposed since 2012.

It is important to note that, due to the way the initiative was structured, this decision does not require approval through the state budget process. While the Governor has proposed in his “May Revise” Budget proposal to forestall this shift back to counties, as of the date of this writing, the State Legislature has not taken action to alleviate the impact of the cost shift.

Rather than increase the General Fund contribution to Human Services to make up for the State’s decision to no longer contribute their share of cost to the program, HHSA has been asked to absorb the estimated \$1.6 million additional costs for the IHSS Program. For FY 2017-18 HHSA is proposing to exercise additional 1991 Realignment Transfers from Public Health and Mental Health, reduce vacant staffing, and reduce other expenses, in order to absorb the additional IHSS costs within the Social Services and HHSA Administrative and Finance Divisions, with minimal impact to the other programmatic divisions in the budget year. This proposal is further detailed in the Recommended Budget section of this narrative and in the HHSA Agency budget narrative.

### New Services

#### *Social Services Division*

##### AB 403 - Continuum of Care Reform

- In response to AB 403, the Continuum of Care Reform (CCR) for Foster Youth, SSD is continuing to increase its participation in the AB 2129 Foster Parent Training and Recruitment Program (FPT&R). This program is funded with Federal and Protective Services Realignment revenue, and will allow SSD to concentrate efforts on recruiting, training and retaining additional local foster family homes.
- The State implemented the Resource Family Approval (RFA) Program which consolidates and replaces existing requirements for foster parent licensing, relative and guardian approval, and adoption. It will no longer be necessary for a family caring for a foster youth to obtain additional licensing or approval if they wish to pursue adoption or permanent guardianship.
- The State implemented the Child and Family Team (CFT) Program. Each youth placed in Foster Care is required to have a Child and Family Team consisting of the child, youth and family, and a formal and informal support network who will advocate for the child throughout the duration of the case. It is intended to reduce the amount of time a child spends in Foster Care, focusing on stability and permanency.

##### Foster Parent Recruitment and Retention Services

The Foster Parent Recruitment and Retention Services (FPRRS) Program also provides planning, recruitment and training activities to increase the number of licensed skilled foster and adoptive families. This program is funded with federal and state revenue.

#### CalWORKs Housing Support Program

The CalWORKs program received increased funding for the Housing Support Program (HSP), which will target the reduction of homelessness for those who may not qualify for traditional CalWORKs housing support. HHSA received an additional \$330K Federal allocation, for a total of \$803K, which will provide housing and other support services for families in need. Some of the allowable costs are rent and rental deposits, utility deposits, moving costs, and credit repair services to help families find affordable and sustainable homes.

#### California Office of Emergency Services Grants

During FY 2016-17, SSD was awarded two grants from the California Office of Emergency Services (CalOES). The first is a two year grant focusing on providing enhanced services to victims of elder abuse. Services are being provided through collaboration between the District Attorney, who is providing a Victim Witness Specialist, and the Social Services Adult Protective unit, who is providing Social Worker support and emergency services. The second is also a two year grant which provides CASA of El Dorado County enhanced funding for the purpose of providing additional youth victim support services. Community Services Division

There are no new client services in the Community Services Division.

#### PENDING ISSUES AND POLICY CONSIDERATIONS

##### Social Services Division

The costs of programs that are largely funded with realignment revenue sources are increasing, which creates a greater financial risk to the County should the State experience an economic downturn. Most Social Services programs are mandated and include a county share of cost, which is paid in concept with Realignment funding. Social Services funding allocations are typically capped at levels established by the State, which when exceeded will require additional funding in excess of the share of cost ratio. Historically, the County has not established a Realignment reserve account in order to protect the delivery of services. Additional County General Fund may be required in the event costs increase at a higher rate than revenues are realized. Recently, the State has made some legislative decisions that will increase the cost of services in the areas of CalWORKs, Child Welfare Services, and IHSS.

##### *In-Home Supportive Services Program*

The status of the IHSS program and the cost sharing arrangement with the State will continue to be a concern for the foreseeable future. It likely that any budget solution adopted by the State will impact counties with a shift of cost above that which was anticipated under the MOE arrangement. Counties will need to prepare in the current budget year and remain diligent in future years to be able to absorb any cost shift or increase its General Fund contributions to cover these program costs.

##### *In Home Supportive Services - Public Authority (IHSS-PA)*

In Home Supportive Services - Public Authority (IHSS-PA) will require an ongoing County General Fund contribution due to the elimination of the IHSS MOE.



# Human Services Division

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## *CalWORKs Max Family Grant Increase*

With the repeal of the CalWORKs Max Family Grant (MFG), CalWORKs recipients will now be entitled to an increase in benefits as the size of their families grow. In the 1990's California implemented the Max Family Grant law that would not allow for additional cash benefits to be awarded to a CalWORKs recipient who had a child while receiving cash aide. As of January 1, 2017, recipients who were previously denied benefits for children under this law will now receive an increase to their cash assistance payments.

## *Permanent Homeless Assistance*

Also, as of January 1, 2017, the CalWORKs "Once in a Lifetime" Permanent Homeless Assistance payment was repealed and Permanent Homeless Assistance now can be claimed by a recipient annually. SSD has already seen a marked increase in the processing of applications for this benefit; while the State simultaneously cut the budgeted allocation for CalWORKs administrative activities.

## *AB 403 - Continuum of Care Reform*

AB 403, the Continuum of Care Reform (CCR) for Child Welfare Services (CWS), went into effect January 1, 2017. CCR reforms CWS programs with an increase to services and support for children in Foster Care, a reduction in the amount of children placed in high level group homes, and a restructuring of the foster care assistance payments from an age based system to needs based. Additional programs include the Resource Family Approval (RFA) and the implementation of Child and Family Teams (CFT). The State is assuming that the stepping down of children from high cost group homes will result in savings that could be used to fund the increase in administrative activities for children's programs. In reality, the restructuring of Foster Care Assistance resulted in an across the board benefit increase to children placed in low level care and family settings. Any savings from successfully stepping children down from group home placements will not be enough to offset the benefit increases. If the County does realize assistance savings in the average cost per case, the savings will be recouped by the State from the 2011 Protective Services Realignment Subaccount to fund the State's increased cost in administrative activities. The savings calculation is being evaluated by the State on a county by county basis.

## *Child Welfare Services - AB 12*

In 2010 AB 12 was implemented, which extends foster care services to children up to 21 years of age, and was considered by California Counties to be mandated and reimbursable. However, in March of 2016, counties were notified that as a result of 2011 Realignment, the level of services above the original realigned amount is discretionary and increased costs are not reimbursable. Counties grew the programs under AB 12, and now are looking at potentially cutting back the levels of service due to an increasing shortage of realignment funding.

## *Community Services Division*

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### *Targeted Case Management Program*

Public Guardian (PG) Target Case Management (TCM) Program has been recently going through audits that are retroactive back to FY 2010-11. This is due to the State changing the methodologies for TCM time studies and financial reporting in FY 2013-14, and applying the new regulations back to FY 2010-11. This resulted in amounts due back to the State for audited prior years' over collections. It is estimated that the PG TCM program could be required to return an estimated \$100,000 to the State over the next couple of years, as prior year audits are completed.

# Health and Human Services Agency

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Going forward, PG receives TCM revenues periodically throughout the year by invoicing the State for case management services provided to the target populations. After the close of the fiscal year, the revenues received during the year are trued up to the cost of doing business and available funding for Certified Public Expenditures (CPE) through an annual cost report. The cost report also establishes the rate for services for the following year. Due to the fiscal nature of the TCM Program, the annual cost report will often result in an amount due back to the State for the prior year. PG is a General Fund program, so the cost report settlements can create General Fund issues. It is recommended that the audit reserve, established in FY 2015-16, continue to be funded and utilized for the stability of cash flow.

### *Workforce Innovation and Opportunity Act*

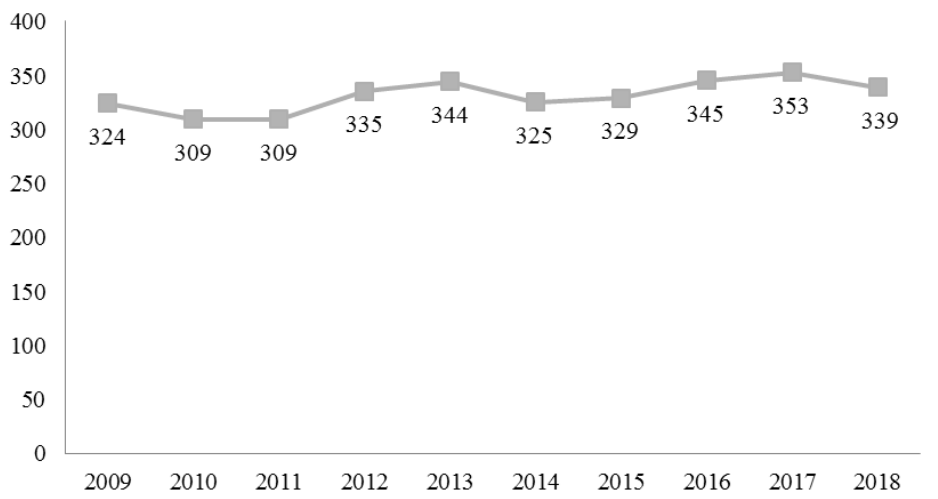
Continual decreases of El Dorado County's funding in the Workforce Innovation and Opportunity Act (WIOA) are an area of concern. The grant decreased funding for program staff while the client service output requirement doubled. HHSA is concerned that we will not be able to meet the requirements of this grant with the current staffing and funding. It is projected this program will require a higher level of ongoing general fund support.

### *Public Housing Authority*

Public Housing Authority's operation funding continues to be short of actual cost, resulting in on going use of fund balance. HHSA anticipates exhausting this fund balance and the need for General Fund support going forward. The program requirements and fair market rent cost changes create a challenge for program operations.

## STAFFING TREND

Staffing for the Department of Human Services has increased slightly in recent years due to changes in workload and program funding. The recommended staff allocation for FY 2017-18 is 338.62. This includes the department request to delete 2.0 vacant Employment & Training Worker I/II positions in Community Services, as well as adjustments for true-ups among HHSA divisions. Part of the solution to absorb the increased IHSS costs, was to delete 6.4 chronically vacant positions in the Income Maintenance Division. The recommended staff allocation also includes the reduction of 3.5 positions in the Senior Legal Program. As currently recommended, this would result in a Reduction in Force of 3.5 FTEs, with a recommended effective date of August 4<sup>th</sup>. There is also one over-fill position that will be vacant and deleted effective in July. The Department currently has 352.52 FTEs.



# Human Services Division

## RECOMMENDED BUDGET • FY 2017 - 18

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### RECOMMENDED BUDGET

Overall, the Budget for Human Services is recommended at \$73,449,969. The Recommended Budget reflects an increase in revenue of \$1,559,107 (2%) and an increase in appropriations of \$1,578,012 (2%) when compared to the FY 2016-17 Adopted Budget.

Net County Cost is \$3,996,983, which is an increase of \$18,905 (0% increase) compared to the FY 2016-17 Adopted Budget. General Fund Contribution is \$2,311,273, which is a decrease of (\$152,662) or 6% compared to FY 2016-17 Adopted Budget.

### Social Services Division

The Social Services budget is recommended at \$59,174,716, which includes \$2,345,571 in General Fund support. General Fund support represents approximately 4% of the total Social Services budget for FY 2017-18. General Fund support is increasing by \$92,105 from the FY 2016-17 Adopted Budget primarily due to an increase in General Admin costs of \$32,477, an increase in indigent burials based on actuals of \$24,000, and an increase in unfunded A-87 Cost Plan allocation costs of \$36,628.

As a result of the Governor's proposal to eliminate the Coordinated Care Initiative (CCI) and the In Home Support Services (IHSS) Maintenance of Effort (MOE), approximately \$1.6 million in cost will be transferred from the State to the County in FY 2017-18. This amount is proposed to be absorbed by HHSA by the following actions, all of which are included in the Recommended Budget:

1. The Department will exercise transfer authority to move 1991 Realignment funding from Public Health (10%) and Behavioral Health (10%) divisions of \$860,593.
2. Chronically vacant positions will be reduced within Social Services for 6.4 Eligibility Worker I/II positions, offset by a decrease in the budgeted vacancy rate for the division for a net cost decrease of (\$288,043).
3. Reduce Foster Care and Adoption Assistance, net cost impact zero.
4. Reduce other expenses that are billed from other Departments (IT custom programming and District Attorney Fraud Transfer) to match what those Departments have budgeted to bill out for and increase Special Revenue Fund Balance for a total of (\$299,987).
5. Delete the vacant Chief Assistant Director position from the Administrative and Financial Services Division for a savings of (\$151,377).

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

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### Community Services Division

The Community Services budget is recommended at \$14,275,253, which includes \$3,962,685 in General Fund support. General Fund support represents approximately 27.8% of the total Community Services budget for FY 2017-18. General Fund support is decreasing by (\$225,862), or (5.4%) from the FY 2016-17 Adopted Budget of \$4,188,547.

### CAO Adjustments

The Chief Administrative Office asked the Department to reduce PC and Desktop purchases due to the rollout of VDI to HHSA. As a result the budget for the Social Services division was reduced by \$15,720.

The CAO office requested that HHSA absorb the entire \$1.6 million IHSS Social Services cost increase due to the change in State funding for the IHSS MOE, thereby further reducing the General Fund impact by approximately \$1.1 million. The Department budget request included absorbing \$466,731 from Realignment transfers in their original budget submission.

The CAO office is recommending the elimination of the Senior Legal Services Program in Community Services. The Senior Legal program in El Dorado County is the only model in the State that employs our own attorneys and this has resulted in a very high level of service to our residents, such as free legal services regardless of their income and ability to pay. However, this also carries a certain level of risk and liability to the County. Due to the budget challenges facing the County in future years, the Board should prioritize mandated programs and service levels, as well as those programs and priorities that are consistent with the County's strategic plan. While Senior Legal provides a valuable service, unlike our other senior programs such as senior day care and meals on wheels which have a direct relationship to Healthy Communities, senior legal services does not have a direct relationship to our strategic plan. Furthermore, the Chief Administrative Office believes that there are alternatives to providing legal aid to vulnerable populations, and these alternatives should be explored and promoted.

The recommendation results in a Reduction in Force of 3.5 positions: 1.5 Senior Citizen Attorney I/II positions, 1.0 Paralegal I/II position and 1.0 Secretary position. There is also one over-fill position that was previously planned to be vacant and deleted effective in July, and does not result in a reduction in force. This reduces the General Fund costs by (\$267,778). It is recommended that the positions be reduced no later than August 4<sup>th</sup>, 2017. It is further recommended that the Department work with the State to update the Area Agency on Aging plan and to determine alternative service delivery methods, including updating the Department web-site, to provide a listing of alternate sources of information to ensure that low-income seniors are able to access necessary resources to assist with legal matters which fall under the core purpose of a senior legal program.

### Sources and Uses of Funds

#### *Social Services Division*

Revenue changes net to an increase of about \$2.3 million from the prior fiscal year:

- Increase of about \$1.5 million in federal revenue mostly due to CCR and an increase in Child Welfare Services costs.
- A net decrease of about (\$74,000) in State revenue due to State Budget cuts in CalWORKs and Cal-Fresh administrative allocations, offset by a slight increase in State General Fund support for Children's programs.

# Human Services Division

## RECOMMENDED BUDGET • FY 2017 - 18

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- Increase of about \$900,000 in Realignment funding due to CCR and an increased usage of 2011 Protective Services Realignment for Child Welfare Services.

The Social Services Division (SSD) SB 163 Wraparound program in Fund Type 11 is budgeted to utilize all of its fund balance of \$58,040 in FY 2017-18.

### *Community Services Division*

#### Revenue Changes:

- The Workforce Innovation and Opportunity Act (WIOA) grant has steadily decreased over the past few years. The program has increased the required client services to be delivered while substantially reducing the funding for staffing. Additionally, the grant limits the amount of reimbursement for indirect costs. In FY 2017-18 WIOA will be integrated into the Social Services CalWORKs program, the increased management costs are resulting in an increase in general fund of about \$8,000.
- Over the last several years, the Public Housing Authority (PHA) has not received sufficient funding for operations, requiring the use of fund balance to maintain current service levels. HHSAA anticipates the administration fund balance to be depleted in FY 2017-18, requiring general fund support to continue the delivery of services. PHA is requesting about \$19,000 in General Fund support for FY 2017-18.
- Senior Day Care, rebranded as Adult Day Services, continues to struggle with maintaining sufficient client attendance to meet budgeted revenues. The program is performing outreach activities, with plans to employ the HHSAA Continuous Quality Improvement (CQI) team to develop a more effective outreach approach. Additionally, the client base is vulnerable, and therefore unpredictable as long term revenue support. SDC is requesting about \$50,000 in County General Fund support.

#### General Fund Contribution (GFC) Changes:

- Low-Income Home Energy Program (LIHEAP), including Weatherization Inventory, and Community Services Administration decreased GFC by (\$3,000) for a total GFC request of \$120,000.
- Senior Day Care Program (SDC) and Special Services increased GFC by \$49,708 for a total GFC request of \$522,623.
- Workforce Innovation and Opportunity Act (WIOA, formally known as WIA) increased GFC by \$8,091 for a total GFC request of \$80,000.
- Area Agency on Aging Programs (AAA) is recommended to decrease in GFC by (\$246,478) for a total GFC request of \$1,477,633. This includes a reduction of the Senior Legal Services Program of (\$267,778) offset by an increase for Cameron Park Senior Nutrition site cost of \$21,300, which was not included in the FY 2016-17 budget.

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

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- In-Home Supportive Services, Public Authority (IHSS PA) is requesting an increase in GFC of \$20,616 for a total GFC request of \$90,616 to accommodate change in State law regarding the In Home Support Services Maintenance of Effort (IHSS MOE). The IHSS MOE will end as of July 1, 2017.
- Public Housing Authority (PHA) is requesting GFC support of \$19,401. PHA operations have been using Fund Balance for the past several years. HHSAA anticipates fund balance will be exhausted and require GFC support going forward.
- Public Guardian Program (PG) and Community Corrections Partnership (CCP) is requesting a decrease in Net County Cost of \$73,200 due to salary and benefit savings, The total NCC request for these programs is \$1,651,412.

# Human Services Division

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 53 HUMAN SERVICES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0580	ST: ADMIN PUBLIC ASSISTANCE	4,796,940	4,613,769	4,515,779	4,515,779	-97,990
0581	ST: ADMIN CAL FRESH	2,310,954	2,310,954	2,237,454	2,237,454	-73,500
0603	ST: FOSTER CARE	149,556	95,590	180,000	180,000	84,410
0605	ST: BOARDING HOME LICENSE	506,323	506,323	506,323	506,323	0
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	<b>7,763,773</b>	<b>7,526,636</b>	<b>7,439,556</b>	<b>7,439,556</b>	<b>-87,080</b>
1000	FED: ADMIN PUBLIC ASSISTANCE	9,471,076	10,418,520	11,420,100	11,420,100	1,001,580
1001	FED: SUPPLEMENTAL NUTRITION ASST	3,301,960	3,301,960	2,812,468	2,812,468	-489,492
1021	FED: CW TWO PARENT FAMILIES	289,452	407,212	431,439	431,439	24,227
1022	FED: CW ZERO PARENT/ALL OTHER	1,398,265	1,628,850	1,725,758	1,725,758	96,908
1023	FED: FOSTER CARE	2,632,630	2,818,430	3,198,430	3,198,430	380,000
1024	FED: ADOPTION	1,782,811	1,921,000	2,156,000	2,156,000	235,000
1107	FED: MEDI CAL	4,651,457	4,651,457	4,746,789	4,746,789	95,332
<b>CLASS: 10</b>	<b>REV: FEDERAL</b>	<b>23,527,651</b>	<b>25,147,429</b>	<b>26,490,984</b>	<b>26,490,984</b>	<b>1,343,555</b>
1200	REV: OTHER GOVERNMENTAL AGENCIES	5,000	5,000	5,000	5,000	0
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>
1541	PUBLIC GUARDIAN	180,689	152,000	152,000	152,000	0
1740	CHARGES FOR SERVICES	35,916	35,000	35,000	35,000	0
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	<b>216,605</b>	<b>187,000</b>	<b>187,000</b>	<b>187,000</b>	<b>0</b>
1900	WELFARE REPAYMENTS	135,000	135,000	135,000	135,000	0
1901	RECOUP CW TWO PARENT/ALL OTHER	580	550	550	550	0
1902	RECOUP CW ZERO PARENT/ALL OTHER	39,600	39,600	39,600	39,600	0
1903	RECOUP CW FOSTER CARE	284,900	284,900	284,900	284,900	0
1940	MISC: REVENUE	14,200	14,200	14,200	14,200	0
1945	STALE DATED CHECK	5,800	5,800	5,800	5,800	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	<b>480,080</b>	<b>480,050</b>	<b>480,050</b>	<b>480,050</b>	<b>0</b>
2020	OPERATING TRANSFERS IN	7,528,010	8,812,677	9,595,925	9,595,925	783,248
2021	OPERATING TRANSFERS IN: VEHICLE	240,690	240,690	240,690	240,690	0
2027	OPERATING TRSNF IN: SALES TAX	11,115,534	12,093,584	12,169,700	12,722,548	628,964
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	<b>18,884,234</b>	<b>21,146,951</b>	<b>22,006,315</b>	<b>22,559,163</b>	<b>1,412,212</b>
<b>TYPE: R SUBTOTAL</b>		<b>50,877,343</b>	<b>54,493,066</b>	<b>56,608,905</b>	<b>57,161,753</b>	<b>2,668,687</b>

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 53 HUMAN SERVICES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
3000	PERMANENT EMPLOYEES / ELECTED	12,852,874	14,211,735	14,365,114	14,232,831	21,096
3001	TEMPORARY EMPLOYEES	59,564	0	0	0	0
3002	OVERTIME	440,835	228,000	399,619	399,711	171,711
3003	STANDBY PAY	121,297	100,087	100,087	100,087	0
3004	OTHER COMPENSATION	151,713	121,928	121,508	121,508	-420
3005	TAHOE DIFFERENTIAL	118,752	107,280	116,208	117,312	10,032
3006	BILINGUAL PAY	50,106	49,753	48,464	49,005	-748
3020	RETIREMENT EMPLOYER SHARE	2,703,442	3,240,152	3,039,989	3,030,753	-209,399
3022	MEDI CARE EMPLOYER SHARE	187,316	208,339	210,664	208,771	432
3040	HEALTH INSURANCE EMPLOYER	3,421,115	3,759,405	3,997,934	3,887,717	128,312
3042	LONG TERM DISABILITY EMPLOYER	24,608	35,529	35,912	35,580	51
3043	DEFERRED COMPENSATION EMPLOYER	6,252	9,180	8,991	8,991	-189
3046	RETIREE HEALTH: DEFINED	303,697	303,697	334,068	334,068	30,371
3060	WORKERS' COMPENSATION EMPLOYER	521,604	521,604	526,115	526,115	4,511
3080	FLEXIBLE BENEFITS	2,018	63,600	62,461	62,461	-1,139
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>20,965,193</b>	<b>22,960,289</b>	<b>23,367,134</b>	<b>23,114,910</b>	<b>154,621</b>
4020	CLOTHING & PERSONAL SUPPLIES	2,400	2,400	2,400	2,400	0
4040	TELEPHONE COMPANY VENDOR	7,332	7,200	7,500	7,500	300
4041	COUNTY PASS THRU TELEPHONE CHARGES	15,591	15,800	15,800	15,800	0
4060	FOOD AND FOOD PRODUCTS	165	0	0	0	0
4080	HOUSEHOLD EXPENSE	4,300	4,300	4,000	4,000	-300
4082	HOUSEHOLD EXP: OTHER	2,500	2,500	2,500	2,500	0
4087	EXTERMINATION / FUMIGATION SERVICES	200	200	200	200	0
4100	INSURANCE: PREMIUM	394,462	394,462	285,143	285,143	-109,319
4124	WITNESS FEE	500	500	500	500	0
4141	MAINT: OFFICE EQUIPMENT	2,000	2,000	2,000	2,000	0
4144	MAINT: COMPUTER	41,775	42,300	42,300	42,300	0
4160	VEH MAINT: SERVICE CONTRACT	290	2,000	2,000	2,000	0
4180	MAINT: BUILDING & IMPROVEMENTS	114	114	114	114	0
4220	MEMBERSHIPS	4,410	4,410	4,610	4,610	200
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	45,271	45,423	49,965	49,965	4,542
4260	OFFICE EXPENSE	119,250	119,250	123,952	123,952	4,702
4261	POSTAGE	106,798	153,750	138,750	138,750	-15,000
4262	SOFTWARE	3,600	3,600	3,600	3,600	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	5,750	5,750	5,750	5,750	0
4264	BOOKS / MANUALS	700	700	700	700	0
4266	PRINTING / DUPLICATING SERVICES	15,329	15,329	15,329	15,329	0
4267	ON-LINE SUBSCRIPTIONS	1,055	0	0	0	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	661,750	667,980	900,090	900,090	232,110
4308	EXTERNAL DATA PROCESSING SERVICES	51,924	109,650	102,982	102,982	-6,668
4318	INTERPRETER	3,063	3,063	3,063	3,063	0



# Human Services Division

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 53 HUMAN SERVICES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4320	VERBATIM: TRANSCRIPTION	1,000	1,000	1,000	1,000	0
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	4,491	15,100	15,100	15,100	0
4330	FOOD STAMP SERVICE	8,470	8,470	8,470	8,470	0
4337	OTHER GOVERNMENTAL AGENCIES	6,230	0	0	0	0
4400	PUBLICATION & LEGAL NOTICES	2,000	2,000	2,000	2,000	0
4420	RENT & LEASE: EQUIPMENT	15,582	15,582	17,182	17,182	1,600
4421	RENT & LEASE: SECURITY SYSTEM	1,500	1,500	1,500	1,500	0
4440	RENT & LEASE: BUILDING &	44,796	43,296	44,160	44,160	864
4461	EQUIP: MINOR	40,389	40,389	136,977	136,977	96,588
4462	EQUIP: COMPUTER	256,098	256,098	354,501	354,501	98,403
4463	EQUIP: TELEPHONE & RADIO	1,435	0	0	0	0
4500	SPECIAL DEPT EXPENSE	51,308	51,000	51,300	51,300	300
4501	SPECIAL PROJECTS	88,129	117,446	0	0	-117,446
4502	EDUCATIONAL MATERIALS	800	800	800	800	0
4503	STAFF DEVELOPMENT	100,778	75,235	99,855	99,855	24,620
4506	FILM DEVELOPMENT & PHOTOGRAPHY	150	150	150	150	0
4529	SOFTWARE LICENSE	3,835	4,600	4,600	4,600	0
4600	TRANSPORTATION & TRAVEL	99,746	99,308	91,478	91,478	-7,830
4601	VOLUNTEER: TRANSPORTATION & TRAVEL	800	800	800	800	0
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	95,400	95,215	64,650	64,650	-30,565
4605	RENT & LEASE: VEHICLE	170,930	172,600	168,800	168,800	-3,800
4606	FUEL PURCHASES	65,044	65,550	70,650	70,650	5,100
4608	HOTEL ACCOMMODATIONS	39,260	39,260	23,180	23,180	-16,080
4620	UTILITIES	16,513	16,513	16,153	16,153	-360
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>2,605,213</b>	<b>2,724,593</b>	<b>2,886,554</b>	<b>2,886,554</b>	<b>161,961</b>
5000	SUPPORT & CARE OF PERSONS	1,854,324	2,388,669	3,650,386	3,650,386	1,261,717
5004	RESIDENT EXPENSE GENERAL	19,955	24,000	24,000	24,000	0
5005	CASH AID GENERAL RELIEF	80,997	71,000	70,000	70,000	-1,000
5006	CHILD CARE	195,300	195,300	195,300	195,300	0
5007	INDEPENDENT LIVING PROGRAM:	1,000	1,000	1,000	1,000	0
5008	INDEPENDENT LIVING PROGRAM: EXPENSES	41,250	41,250	41,250	41,250	0
5009	HOUSING	691,390	686,100	696,868	696,776	10,676
5010	TRANSPORTATION SERVICES	26,000	26,000	31,316	31,316	5,316
5011	TRANSPORTATION EXPENSES	198,125	196,250	196,250	196,250	0
5012	ANCILLARY SERVICES	116,500	116,500	140,500	140,500	24,000
5013	ANCILLARY EXPENSES	84,000	84,000	84,000	84,000	0
5014	HEALTH SERVICES	1,203,335	1,203,335	1,165,961	1,165,961	-37,374
5015	CW: TWO PARENT FAMILIES	855,026	1,176,000	1,234,800	1,234,800	58,800
5016	CW: ZERO PARENT/ALL OTHER FAMILIES	4,748,610	5,371,813	5,640,404	5,640,404	268,591
5017	FOSTER CARE	7,590,296	7,810,000	8,591,000	8,591,000	781,000
5018	AID TO ADOPTION	4,423,623	4,700,000	5,170,000	5,170,000	470,000
5021	KINSHIP GUARDIAN	302,105	250,000	250,000	250,000	0
5022	COUNTY FOSTER CARE	2,810	5,000	5,000	5,000	0
5300	INTERFND: SERVICE BETWEEN FUND	239,527	239,527	208,829	208,829	-30,698
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>22,674,173</b>	<b>24,585,744</b>	<b>27,396,864</b>	<b>27,396,772</b>	<b>2,811,028</b>
7200	INTRAFUND TRANSFERS: ONLY GENERAL	7,048,091	7,444,459	7,217,920	7,182,191	-262,268
7201	INTRAFND: SOCIAL SERVICES	158,770	158,770	122,525	122,525	-36,245
7202	INTRAFND: DA/FS CONTRACT	476,000	476,000	476,000	425,000	-51,000
7210	INTRAFND: COLLECTIONS	300	300	300	300	0
7223	INTRAFND: MAIL SERVICE	9,215	9,215	9,888	9,888	673
7224	INTRAFND: STORES SUPPORT	2,574	2,574	1,396	1,396	-1,178
7231	INTRAFND: IS PROGRAMMING SUPPORT	100,000	100,000	100,000	10,000	-90,000
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	9,200	9,200	9,200	9,200	0
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>7,804,150</b>	<b>8,200,518</b>	<b>7,937,229</b>	<b>7,760,500</b>	<b>-440,018</b>
<b>TYPE: E SUBTOTAL</b>		<b>54,048,729</b>	<b>58,471,144</b>	<b>61,587,781</b>	<b>61,158,736</b>	<b>2,687,592</b>
<b>FUND TYPE: 10 SUBTOTAL</b>		<b>3,171,386</b>	<b>3,978,078</b>	<b>4,978,876</b>	<b>3,996,983</b>	<b>18,905</b>

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 53 HUMAN SERVICES

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0400 REV: INTEREST	-1,206	1,119	1,480	1,480	361
<b>CLASS: 04 REV: USE OF MONEY &amp; PROPERTY</b>	-1,206	1,119	1,480	1,480	361
0880 ST: OTHER	72,848	72,848	72,848	72,848	0
<b>CLASS: 05 REV: STATE INTERGOVERNMENTAL</b>	72,848	72,848	72,848	72,848	0
1100 FED: OTHER	2,847,325	3,382,975	2,746,820	2,746,820	-636,155
1107 FED: MEDICAL	53,000	53,000	53,000	53,000	0
1109 FED: C1 SENIOR NUTRITION	296,306	303,976	296,306	296,306	-7,670
1110 FED: C2 SENIOR NUTRITION	182,466	155,430	182,466	182,466	27,036
1111 FED: 111B SOCIAL PROGRAMS	236,137	231,366	236,137	236,137	4,771
1113 FED: TITLE 7B ELDER ABUSE	3,220	3,137	3,220	0	-3,137
1114 FED: TITLE 7A OMBUDSMAN SUPPLEMENT	23,797	23,245	23,797	23,797	552
1116 FED: NSIP: NUTRITION SRV INCENTIVE PRG	118,429	118,429	118,429	118,429	0
1120 FED: IIID PREVENTIVE HEALTH	12,918	12,411	12,918	12,918	507
1122 FED: IIIIE - FAMILY CAREGIVER SUPPORT	114,010	102,279	114,010	114,010	11,731
<b>CLASS: 10 REV: FEDERAL</b>	3,887,608	4,386,248	3,787,103	3,783,883	-602,365
1740 CHARGES FOR SERVICES	526,243	773,505	594,900	594,900	-178,605
1759 SENIOR NUTRITION SERVICES	214,519	235,500	215,000	215,000	-20,500
1800 INTERFND REV: SERVICE BETWEEN FUND	21,796	19,418	27,342	27,342	7,924
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	762,558	1,028,423	837,242	837,242	-191,181
1940 MISC: REVENUE	10,614	10,000	10,000	10,000	0
1942 MISC: REIMBURSEMENT	40,566	40,566	34,279	34,279	-6,287
1943 MISC: DONATION	207,896	407,100	400,000	327,000	-80,100
<b>CLASS: 19 REV: MISCELLANEOUS</b>	259,076	457,666	444,279	371,279	-86,387
2020 OPERATING TRANSFERS IN	2,321,591	2,393,935	2,469,034	2,201,256	-192,679
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	2,321,591	2,393,935	2,469,034	2,201,256	-192,679
0001 FUND BALANCE	99,841	696,305	650,420	650,420	-45,885
<b>CLASS: 22 FUND BALANCE</b>	99,841	696,305	650,420	650,420	-45,885
<b>TYPE: R SUBTOTAL</b>	7,402,316	9,036,544	8,262,406	7,918,408	-1,118,136
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	2,347,118	2,363,464	2,411,362	2,173,761	-189,703
3001 TEMPORARY EMPLOYEES	59,251	49,988	49,988	49,988	0
3002 OVERTIME	21,239	46,000	78,000	78,000	32,000
3004 OTHER COMPENSATION	21,840	1,998	1,998	1,998	0
3005 TAHOE DIFFERENTIAL	9,632	10,800	10,800	10,800	0
3006 BILINGUAL PAY	2,100	2,080	2,080	2,080	0
3020 RETIREMENT EMPLOYER SHARE	492,584	520,272	525,263	503,019	-17,253
3022 MEDI CARE EMPLOYER SHARE	31,684	33,262	33,958	30,512	-2,750
3040 HEALTH INSURANCE EMPLOYER	637,360	623,835	639,307	605,365	-18,470
3042 LONG TERM DISABILITY EMPLOYER	5,915	5,915	6,029	5,436	-479
3043 DEFERRED COMPENSATION EMPLOYER	6,776	7,196	7,169	4,492	-2,704
3046 RETIREE HEALTH: DEFINED	50,937	50,937	55,710	55,710	4,773
3060 WORKERS' COMPENSATION EMPLOYER	18,829	18,829	29,843	29,843	11,014
3080 FLEXIBLE BENEFITS	14,880	16,200	16,200	10,680	-5,520
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	3,720,145	3,750,776	3,867,707	3,561,684	-189,092

# Human Services Division

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 53 HUMAN SERVICES

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD	
4020	CLOTHING & PERSONAL SUPPLIES	2,400	2,400	3,300	3,300	900
4040	TELEPHONE COMPANY VENDOR	5,296	5,296	6,200	6,200	904
4041	COUNTY PASS THRU TELEPHONE CHARGES	7,699	8,105	8,468	8,168	63
4044	CABLE/INTERNET SERVICE	3,272	2,208	2,520	2,520	312
4060	FOOD AND FOOD PRODUCTS	538,300	538,300	689,151	626,714	88,414
4080	HOUSEHOLD EXPENSE	9,255	2,100	11,250	11,250	9,150
4081	PAPER GOODS	39,711	63,000	80,000	80,000	17,000
4082	HOUSEHOLD EXP: OTHER	6,714	4,500	10,000	10,000	5,500
4083	LAUNDRY	6,480	8,000	10,000	10,000	2,000
4084	EXPENDABLE EQUIPMENT	3,053	3,000	4,000	4,000	1,000
4085	REFUSE DISPOSAL	7,613	8,500	8,340	8,340	-160
4086	JANITORIAL / CUSTODIAL SERVICES	0	5,500	0	0	-5,500
4100	INSURANCE: PREMIUM	17,449	17,449	17,848	17,848	399
4101	INSURANCE: ADDITIONAL LIABILITY	6,140	6,140	6,000	6,000	-140
4140	MAINT: EQUIPMENT	2,250	2,250	2,750	2,750	500
4141	MAINT: OFFICE EQUIPMENT	2,820	0	0	0	0
4144	MAINT: COMPUTER	56,690	57,160	48,021	45,436	-11,724
4160	VEH MAINT: SERVICE CONTRACT	0	25	0	0	-25
4220	MEMBERSHIPS	18,425	68,753	70,990	69,910	1,157
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	300	300	300	300	0
4260	OFFICE EXPENSE	29,600	28,600	43,652	40,652	12,052
4261	POSTAGE	18,608	19,030	22,850	18,850	-180
4262	SOFTWARE	22,820	22,820	22,620	22,620	-200
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	578	500	200	200	-300
4264	BOOKS / MANUALS	900	1,900	600	300	-1,600
4265	LAW BOOKS	4,000	4,000	5,000	0	-4,000
4266	PRINTING / DUPLICATING SERVICES	62,192	61,800	89,476	88,976	27,176
4267	ON-LINE SUBSCRIPTIONS	2,500	2,500	3,000	0	-2,500
4300	PROFESSIONAL & SPECIALIZED SERVICES	46,144	62,800	50,120	50,120	-12,680
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	0	0	950	950	950
4337	OTHER GOVERNMENTAL AGENCIES	320	0	0	0	0
4400	PUBLICATION & LEGAL NOTICES	194	100	40,000	40,000	39,900
4420	RENT & LEASE: EQUIPMENT	43,265	46,638	52,668	51,018	4,380
4421	RENT & LEASE: SECURITY SYSTEM	7,504	7,320	7,020	7,020	-300
4440	RENT & LEASE: BUILDING &	28,848	27,148	28,948	28,948	1,800
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	8,000	8,000	10,000	10,000	2,000
4461	EQUIP: MINOR	19,957	19,450	19,350	19,350	-100
4462	EQUIP: COMPUTER	21,565	21,565	1,800	1,800	-19,765
4500	SPECIAL DEPT EXPENSE	69,578	59,500	28,000	28,000	-31,500
4501	SPECIAL PROJECTS	122,876	792,938	365,799	365,799	-427,139
4503	STAFF DEVELOPMENT	28,365	28,125	19,425	19,425	-8,700
4532	CLIENT PROGRAM SERVICES	20,598	365,369	0	0	-365,369
4600	TRANSPORTATION & TRAVEL	6,251	5,902	48,772	48,589	42,687
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	16,435	19,305	15,775	12,933	-6,372
4604	MILEAGE: VOLUNTEER PRIVATE AUTO	59,421	59,800	62,800	62,800	3,000
4605	RENT & LEASE: VEHICLE	39,828	39,950	44,900	44,900	4,950
4606	FUEL PURCHASES	14,600	14,600	17,050	17,050	2,450
4608	HOTEL ACCOMMODATIONS	8,950	8,950	7,150	3,650	-5,300
4620	UTILITIES	125,601	142,200	146,400	146,400	4,200
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>1,563,365</b>	<b>2,673,796</b>	<b>2,133,463</b>	<b>2,043,086</b>	<b>-630,710</b>

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 53 HUMAN SERVICES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
5000	SUPPORT & CARE OF PERSONS	1,813	15,000	62,540	62,540	47,540
5010	TRANSPORTATION SERVICES	36,430	115	0	0	-115
5011	TRANSPORTATION EXPENSES	14,092	300,000	300,000	300,000	0
5012	ANCILLARY SERVICES	261,154	21,500	199,919	199,919	178,419
5013	ANCILLARY EXPENSES	984,325	1,453,290	857,875	857,875	-595,415
5014	HEALTH SERVICES	486	0	0	0	0
5300	INTERFND: SERVICE BETWEEN FUND	740,445	739,921	670,578	670,578	-69,343
5304	INTERFND: MAIL SERVICE	14,918	14,918	14,344	14,344	-574
5305	INTERFND: STORES SUPPORT	2,457	2,457	2,932	2,932	475
5316	INTERFND: IS PROGRAMMING SUPPORT	1,470	3,470	0	0	-3,470
5318	INTERFND: MAINTENANCE BLDG & IMPRV	18,000	18,000	54,000	50,000	32,000
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>2,075,590</b>	<b>2,568,671</b>	<b>2,162,188</b>	<b>2,158,188</b>	<b>-410,483</b>
6040	FIXED ASSET: EQUIPMENT	43,300	43,300	30,450	30,450	-12,850
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	<b>43,300</b>	<b>43,300</b>	<b>30,450</b>	<b>30,450</b>	<b>-12,850</b>
7000	OPERATING TRANSFERS OUT	1	1	0	0	-1
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>-1</b>
7250	INTRAFND: NOT GEN FUND / SAME FUND	137,321	162,911	184,115	184,115	21,204
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>137,321</b>	<b>162,911</b>	<b>184,115</b>	<b>184,115</b>	<b>21,204</b>
7380	INTRFND ABATEMENTS: NOT GENERAL	-137,406	-162,911	-184,115	-184,115	-21,204
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	<b>-137,406</b>	<b>-162,911</b>	<b>-184,115</b>	<b>-184,115</b>	<b>-21,204</b>
7700	APPROPRIATION FOR CONTINGENCIES	0	0	68,598	0	0
<b>CLASS: 77</b>	<b>APPROPRIATION FOR</b>	<b>0</b>	<b>0</b>	<b>68,598</b>	<b>0</b>	<b>0</b>
7805	DESIGNATION FOR AUDIT RESERVE	0	0	0	125,000	125,000
<b>CLASS: 78</b>	<b>RESERVES: BUDGETARY ONLY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>125,000</b>	<b>125,000</b>
<b>TYPE: E SUBTOTAL</b>		<b>7,402,316</b>	<b>9,036,544</b>	<b>8,262,406</b>	<b>7,918,408</b>	<b>-1,118,136</b>
<b>FUND TYPE: 11</b>	<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 53 HUMAN SERVICES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0400	REV: INTEREST	2,289	2,500	1,700	1,700	-800
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	<b>2,289</b>	<b>2,500</b>	<b>1,700</b>	<b>1,700</b>	<b>-800</b>
0580	ST: ADMIN PUBLIC ASSISTANCE	483,529	555,986	357,603	357,603	-198,383
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	<b>483,529</b>	<b>555,986</b>	<b>357,603</b>	<b>357,603</b>	<b>-198,383</b>
1100	FED: OTHER	2,812,690	3,123,152	3,200,000	3,200,000	76,848
1107	FED: MEDI CAL	402,440	402,440	552,005	552,005	149,565
1115	FED: HAP PORTABLE ADMINISTRATION FEE	1,016	2,000	2,000	2,000	0
<b>CLASS: 10</b>	<b>REV: FEDERAL</b>	<b>3,216,146</b>	<b>3,527,592</b>	<b>3,754,005</b>	<b>3,754,005</b>	<b>226,413</b>
1200	REV: OTHER GOVERNMENTAL AGENCIES	4,914	13,000	13,000	13,000	0
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	<b>4,914</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>0</b>
1800	INTERFND REV: SERVICE BETWEEN FUND	65,170	65,170	76,500	76,500	11,330
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	<b>65,170</b>	<b>65,170</b>	<b>76,500</b>	<b>76,500</b>	<b>11,330</b>
2020	OPERATING TRANSFERS IN	70,000	70,000	110,017	110,017	40,017
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	<b>70,000</b>	<b>70,000</b>	<b>110,017</b>	<b>110,017</b>	<b>40,017</b>
0001	FUND BALANCE	95,195	130,021	60,000	60,000	-70,021
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	<b>95,195</b>	<b>130,021</b>	<b>60,000</b>	<b>60,000</b>	<b>-70,021</b>
<b>TYPE: R SUBTOTAL</b>		<b>3,937,243</b>	<b>4,364,269</b>	<b>4,372,825</b>	<b>4,372,825</b>	<b>8,556</b>

# Human Services Division

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 53 HUMAN SERVICES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	381,709	397,780	388,811	388,811	-8,969
3002	OVERTIME	328	40,000	6,999	6,999	-33,001
3004	OTHER COMPENSATION	6,749	1,250	1,250	1,250	0
3005	TAHOE DIFFERENTIAL	1,207	1,200	1,200	1,200	0
3020	RETIREMENT EMPLOYER SHARE	80,173	89,634	84,296	84,296	-5,338
3022	MEDI CARE EMPLOYER SHARE	5,357	5,785	5,656	5,656	-129
3040	HEALTH INSURANCE EMPLOYER	83,403	103,395	95,110	95,110	-8,285
3042	LONG TERM DISABILITY EMPLOYER	995	995	971	971	-24
3043	DEFERRED COMPENSATION EMPLOYER	2,911	738	736	736	-2
3046	RETIREE HEALTH: DEFINED	8,572	8,572	8,983	8,983	411
3060	WORKERS' COMPENSATION EMPLOYER	3,168	3,168	4,812	4,812	1,644
3080	FLEXIBLE BENEFITS	1,200	1,500	1,500	1,500	0
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>575,772</b>	<b>654,017</b>	<b>600,324</b>	<b>600,324</b>	<b>-53,693</b>
4040	TELEPHONE COMPANY VENDOR	38	456	0	0	-456
4041	COUNTY PASS THRU TELEPHONE CHARGES	450	450	450	450	0
4100	INSURANCE: PREMIUM	2,875	2,875	2,819	2,819	-56
4144	MAINT: COMPUTER	17,765	14,327	22,977	22,977	8,650
4220	MEMBERSHIPS	1,100	1,100	1,100	1,100	0
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	3,100	3,100	3,500	3,500	400
4260	OFFICE EXPENSE	6,450	6,450	4,167	4,167	-2,283
4261	POSTAGE	6,134	7,800	7,000	7,000	-800
4262	SOFTWARE	6,000	6,000	5,500	5,500	-500
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	1,600	1,600	1,600	1,600	0
4264	BOOKS / MANUALS	117	1,000	200	200	-800
4266	PRINTING / DUPLICATING SERVICES	3,091	3,500	500	500	-3,000
4300	PROFESSIONAL & SPECIALIZED SERVICES	8,500	9,300	8,500	8,500	-800
4400	PUBLICATION & LEGAL NOTICES	83	300	300	300	0
4461	EQUIP: MINOR	3,450	3,450	1,000	1,000	-2,450
4462	EQUIP: COMPUTER	9,595	9,595	0	0	-9,595
4500	SPECIAL DEPT EXPENSE	8,500	8,500	12,000	12,000	3,500
4501	SPECIAL PROJECTS	0	10,783	0	0	-10,783
4503	STAFF DEVELOPMENT	1,325	1,825	3,500	3,500	1,675
4520	HAP: RENTALS HOUSING ASSIST PYMNT	9,674	15,000	15,000	15,000	0
4521	HAP: PORTABLE RENT TO OTHER COUNTIES	4,488	15,000	10,000	10,000	-5,000
4522	HAP: PORTABLE ADMINISTRATION FEE	432	750	1,000	1,000	250
4524	FSS: ESCROW ACCOUNT FAM SELF	1,163	20,000	25,000	25,000	5,000
4535	HAP - UTILITY REIMBURSEMENT	11,740	25,000	20,000	20,000	-5,000
4600	TRANSPORTATION & TRAVEL	1,240	1,240	1,400	1,400	160
4601	VOLUNTEER: TRANSPORTATION & TRAVEL	65	300	300	300	0
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	200	1,210	600	600	-610
4604	MILEAGE: VOLUNTEER PRIVATE AUTO	155	300	300	300	0

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

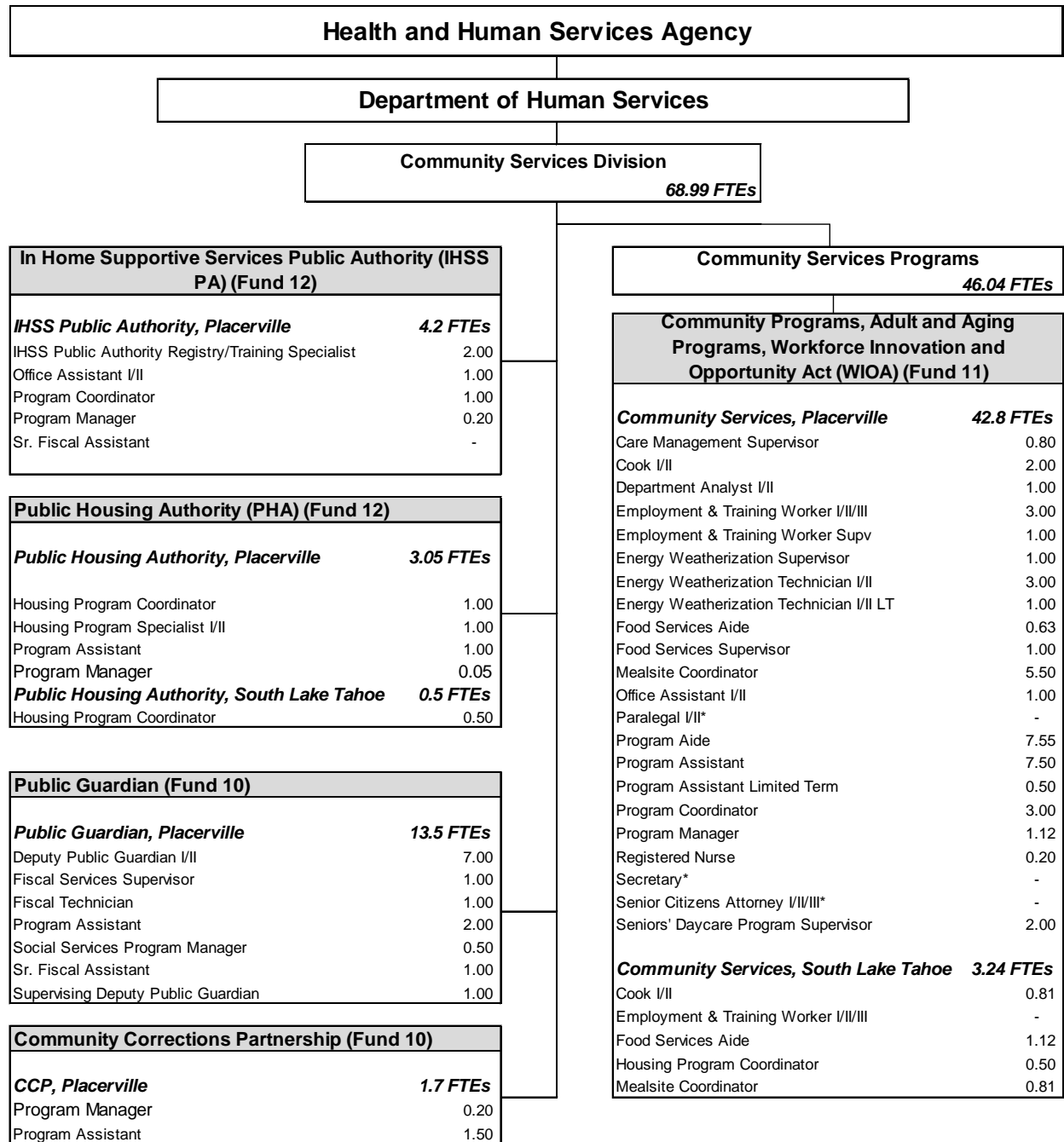
**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 53 HUMAN SERVICES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4605	RENT & LEASE: VEHICLE	3,388	2,600	4,000	4,000	1,400
4606	FUEL PURCHASES	1,247	1,200	1,300	1,300	100
4608	HOTEL ACCOMMODATIONS	840	1,540	700	700	-840
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	114,805	176,551	154,713	154,713	-21,838
5000	SUPPORT & CARE OF PERSONS	114,207	114,207	140,537	140,537	26,330
5009	HOUSING	2,481,701	2,763,256	2,830,459	2,830,459	67,203
5024	IHSS HEALTH BENEFIT COSTS	510,000	510,000	510,000	510,000	0
5300	INTERFND: SERVICE BETWEEN FUND	138,758	141,338	126,792	126,792	-14,546
5316	INTERFND: IS PROGRAMMING SUPPORT	2,000	4,900	10,000	10,000	5,100
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	3,246,666	3,533,701	3,617,788	3,617,788	84,087
<b>TYPE: E SUBTOTAL</b>		3,937,243	4,364,269	4,372,825	4,372,825	8,556
<b>FUND TYPE: 12</b>	<b>SUBTOTAL</b>	0	0	0	0	0
<b>DEPARTMENT: 53</b>	<b>SUBTOTAL</b>	3,171,386	3,978,078	4,978,876	3,996,983	18,905

# Human Services Division

## RECOMMENDED BUDGET • FY 2017 - 18

### ORGANIZATIONAL CHART

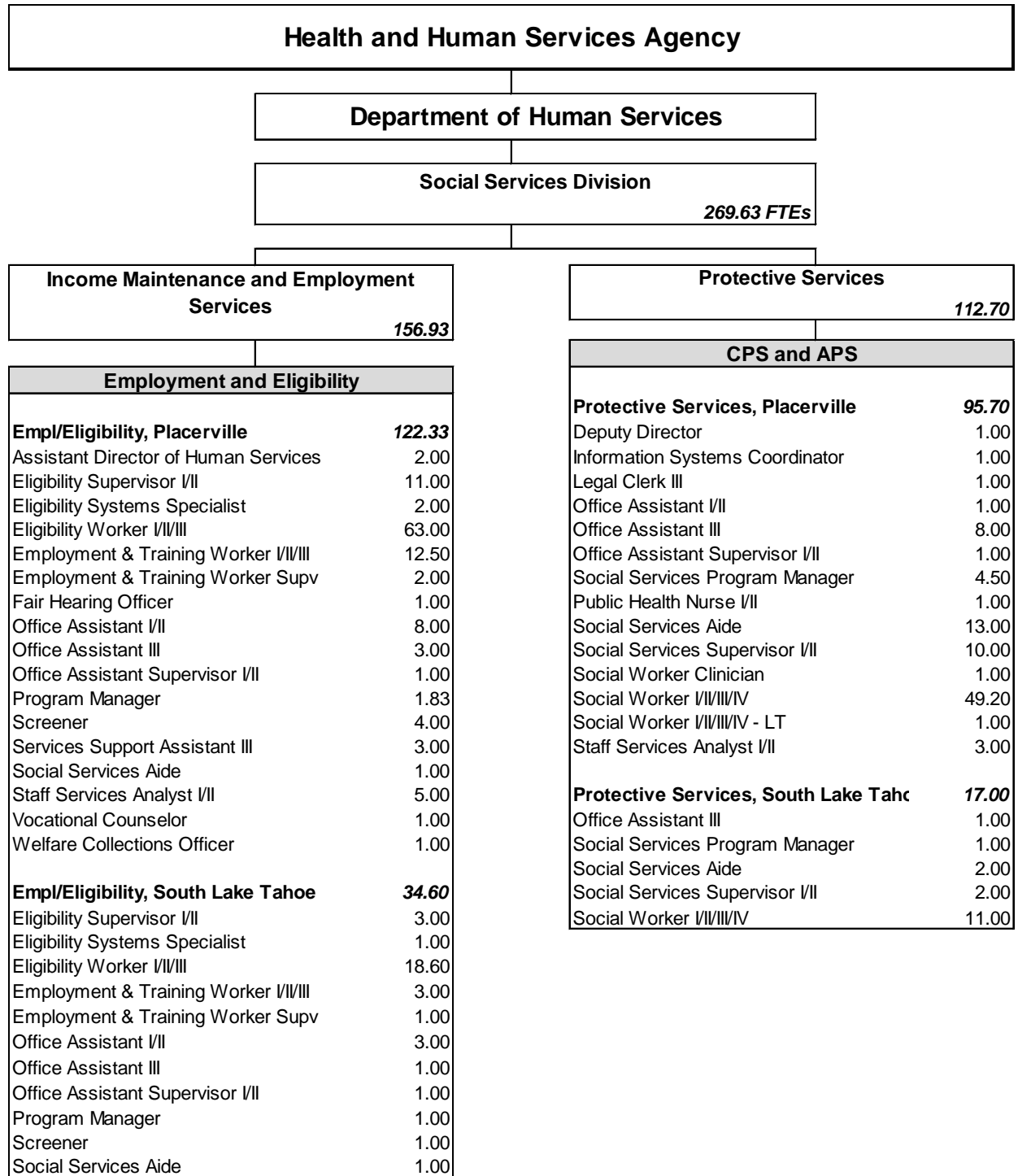


\*Recommended reduction no later than August 4, 2017

# Health and Human Services Agency

RECOMMENDED BUDGET • FY 2017 - 18

## ORGANIZATIONAL CHART (CONTINUED)







# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The mission of the County of El Dorado Health and Human Services Agency, Department of Health Services - Public Health Division is to promote the health and safety of people, their animals, and the communities of El Dorado County. The division provides leadership and expertise in the areas of prevention, health care access, information sharing, collaboration with community partners, health and safety education, and direct client services aimed at promoting individual and family health and wellness particularly for at-risk, underserved, and uninsured populations.

The Division provides these services in a caring, professional, and fiscally responsible way, maximizing the resources available.

### DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	%
						Change
Taxes	\$ 4,625,035	\$ 4,712,379	\$ 4,899,500	\$ 4,899,500	\$ 187,121	4%
Licenses, Permits	\$ 340,912	\$ 408,350	\$ 384,000	\$ 384,000	\$ (24,350)	-6%
Fines, Forfeitures	\$ 361,822	\$ 463,170	\$ 415,450	\$ 415,450	\$ (47,720)	-10%
Use of Money	\$ 78,396	\$ 58,025	\$ 57,525	\$ 57,525	\$ (500)	-1%
State	\$ 1,262,723	\$ 1,518,834	\$ 1,417,124	\$ 1,417,124	\$ (101,710)	-7%
Federal	\$ 2,393,637	\$ 3,065,516	\$ 3,166,181	\$ 3,166,181	\$ 100,665	3%
Other Governmental	\$ 797,235	\$ 719,200	\$ 1,205,192	\$ 1,205,192	\$ 485,992	68%
Charges for Service	\$ 11,151,815	\$ 10,478,749	\$ 10,791,127	\$ 10,791,127	\$ 312,378	3%
Miscellaneous	\$ 1,273,991	\$ 383,300	\$ 379,725	\$ 379,725	\$ (3,575)	-1%
Other Financing Sources	\$ 8,529,793	\$ 9,617,378	\$ 9,472,091	\$ 9,472,091	\$ (145,287)	-2%
Use of Fund Balance	\$ -	\$ 20,177,520	\$ 13,519,710	\$ 13,519,710	\$ (6,657,810)	-33%
<b>Total Revenue</b>	<b>\$ 30,815,359</b>	<b>\$ 51,602,421</b>	<b>\$ 45,707,625</b>	<b>\$ 45,707,625</b>	<b>\$ (5,894,796)</b>	<b>-11%</b>
Salaries and Benefits	\$ 7,934,757	\$ 9,505,977	\$ 10,107,113	\$ 10,107,113	\$ 601,136	6%
Services & Supplies	\$ 5,608,305	\$ 8,424,975	\$ 7,518,165	\$ 7,518,165	\$ (906,810)	-11%
Other Charges	\$ 16,013,625	\$ 17,522,591	\$ 17,442,107	\$ 17,442,107	\$ (80,484)	0%
Fixed Assets	\$ 8,656	\$ 420,000	\$ 420,000	\$ 420,000	\$ -	0%
Operating Transfers	\$ 147,278	\$ 1,568,318	\$ 1,840,832	\$ 1,840,832	\$ 272,514	17%
Intrafund Transfers	\$ 1,334,410	\$ 2,119,165	\$ 2,576,070	\$ 2,576,070	\$ 456,905	22%
Intrafund Abatements	\$ (961,737)	\$ (1,139,739)	\$ (1,390,231)	\$ (1,390,231)	\$ (250,492)	22%
Contingency	\$ -	\$ 10,333,425	\$ 9,256,360	\$ 9,256,360	\$ (1,077,065)	-10%
Increase to Reserve	\$ -	\$ 5,000,000	\$ -	\$ -	\$ (5,000,000)	-100%
<b>Total Appropriations</b>	<b>\$ 30,085,294</b>	<b>\$ 53,754,712</b>	<b>\$ 47,770,416</b>	<b>\$ 47,770,416</b>	<b>\$ (5,984,296)</b>	<b>-11%</b>
<b>NCC - Animal Services</b>	<b>\$ 1,221,263</b>	<b>\$ 2,152,291</b>	<b>\$ 2,062,791</b>	<b>\$ 2,062,791</b>	<b>\$ (89,500)</b>	<b>-4%</b>
<b>General Fund Contribution</b>	<b>\$ 3,797,582</b>	<b>\$ 3,981,429</b>	<b>\$ 4,043,336</b>	<b>\$ 4,043,336</b>	<b>\$ 61,907</b>	<b>2%</b>
FTEs	83	94	95	95	1	1%

### MAJOR BUDGET CHANGES

#### Revenues

##### Taxes

\$187,121 Increase in property taxes and special tax (primarily in CSA-7) for ambulance/pre-hospital medical services.

# Public Health Division

## RECOMMENDED BUDGET • FY 2017 - 18

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### *State Funding*

(\$101,710) Decrease in State revenue due to anticipated reductions in State matching funds for California Children's Services, and reductions in Medi-Cal and Tobacco Tax revenues.

### *Federal Funding*

\$100,665 Increase in funding for SNAP Ed program, an evidence-based program that helps people lead healthier lives through education and community outreach.

### *Other Governmental*

\$385,992 Increase in revenue from the Cities of Placerville and South Lake Tahoe for share of cost for Animal Services.

\$100,000 Increase due to the new County Medical Services Program (CMSP) pilot project.

### *Charges for Service*

\$312,378 Increase due primarily to ambulance fees (\$407,208), offset by a decrease in Animal Service fees based on prior year actual (\$47,600) and a decrease in SNAP Ed revenue from Social Services (\$47,230).

### *Other Financing Sources*

(\$145,287) Realignment transfer decreased due to additional 10% transfer to Social Services.

### *Use of Fund Balance*

(\$5,000,000) Decrease due to one-time increase in reserves in FY 2016-17 to set aside funds for a Public Health facility in South Lake Tahoe.

(\$1,657,810) General decrease in use of Fund Balance based on anticipated funding requirements.

## Appropriations

### *Salaries and Benefits*

\$601,136 Increase due to the Community HUB Program being fully funded for FY 2017-18, whereas the positions were partially funded FY 2016-17. The program was approved in late 2016.

### *Services and Supplies*

(\$906,810) Decreases in several expenditures to bring budget in line with prior year actual, primarily in Special Department Expense (\$1,084,983), Computer Maintenance (\$51,255), offset by an increase in Medical, Dental and Lab Supplies of \$381,080.

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

*Operating Transfers*

\$272,514 Increase primarily due to Tobacco settlement funding and changes in Administrative transfers to other programs.

*Intrafund Transfers*

\$206,272 Increase in A-87 Cost Plan charges allocated to Animal Services.

\$250,492 Increase in Administration and other allocations that are charged to other Public Health divisions via the Intrafund Abatement (below).

*Intrafund Abatements*

(\$250,492) Increase in abatements to match incoming transfers above.

*Contingency*

(\$1,077,065) Decrease due to less undesignated fund balance available to include in the overall budget.

*Increase to Reserve*

(\$5,000,000) Decrease due to one-time increase to reserves in FY 2016-17 to set aside funds for a Public Health facility in South Lake Tahoe.

### BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Realignment	General Fund Contribution	Net County Cost	Staffing
<b>General Fund (FT 10)</b>						
Animal Services	\$ 3,691,474	\$ 1,628,683	\$ -	\$ -	\$ 2,062,791	19.00
<b>Public Health Fund (FT 11)</b>						
Public Health Admin	\$ 2,047,480	\$ 2,047,480	\$ 3,561,873	\$ -	\$ -	3.10
CD, Vital Stats, & Preparedness	\$ 2,415,008	\$ 2,415,008	\$ 1,685,005	\$ -	\$ -	14.33
Community Nursing	\$ 5,602,851	\$ 5,602,851	\$ 1,543,623	\$ 374,954	\$ -	34.35
MSSP	\$ 459,005	\$ 459,005	\$ 201,905	\$ -	\$ -	2.75
Aids & HIV Programs	\$ 17,892	\$ 17,892	\$ 5,261	\$ -	\$ -	0.10
Public Health Laboratory	\$ 459,949	\$ 459,949	\$ 244,891	\$ -	\$ -	1.00
Emergency Medical Services	\$ 1,630,682	\$ 1,630,682	\$ -	\$ -	\$ -	3.40
Institutional Care Program	\$ 3,918,382	\$ 3,918,382	\$ -	\$ 3,668,382	\$ -	-
WIC	\$ 1,039,425	\$ 1,039,425	\$ 209,322	\$ -	\$ -	9.25
Tobacco Programs	\$ 1,338,318	\$ 1,338,318	\$ -	\$ -	\$ -	-
Health Promotions	\$ 610,137	\$ 610,137	\$ 9,677	\$ -	\$ -	2.82
County Medical Services	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	0.80
Tobacco Use Prevention	\$ 294,703	\$ 294,703	\$ 144,703	\$ -	\$ -	1.90
<b>Special Districts (FT 12)</b>						
CSAs	\$ 24,145,110	\$ 24,145,110	\$ -	\$ -	\$ -	2.00
<b>Total</b>	<b>\$ 47,770,416</b>	<b>\$ 45,707,625</b>	<b>\$ 7,606,260</b>	<b>\$ 4,043,336</b>	<b>\$ 2,062,791</b>	<b>94.80</b>

# Public Health Division

RECOMMENDED BUDGET • FY 2017 - 18

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## PROGRAM SUMMARIES

### Animal Services

For both the Western Slope and South Lake Tahoe areas of the County, Animal Services provides mandated services such as rabies control, impoundment of animals at large, investigations of aggressive dogs threatening humans and livestock, sheltering stray animals, veterinary treatment for sick or injured animals, animal licensing, and enforcement of State and local animal laws. Revenues in this program come from licensing, fees for services, penalties/fines, State Sales Tax Realignment, and contract payments from the City of Placerville and City of South Lake Tahoe.

### Public Health (PH) Administration

This section includes the programmatic administrative support to the Public Health Division (which manages about 40 programs), primarily addressing the areas of policies and procedures and accreditation. Revenues include use of Realignment to assist programs within Public Health for the purposes of supporting administrative cost within the same sub fund 11-109- 001 and for programs within their own sub fund that have non-billable administrative cost. There is a slight decrease in the 1991 PH realignment funding from Special Revenue fund as additional 10% is budgeted to transfer to Social Services to reduce the burden on County General Fund for this fiscal year.

### Communicable Disease (CD), Vital Stats, & Public Health Preparedness

Programs in this section address Public Health preparedness planning and emergency response, communicable disease prevention, surveillance and control, vital statistics, and health information collection, analysis, and reporting. Preparedness programs address bioterrorism preparedness, hospital readiness, regional City readiness initiatives, and pandemic flu preparedness. Revenues in these programs include PH Realignment, health fees, State funding, Alpine County contract revenue, and Federal funding.

### Community Nursing

The Public Health nurses and associated staff provide community/school based skilled early intervention and case management services designed to improve health outcomes, reduce disease incidence and protect the public from vaccine preventable illness with special emphasis on women of child bearing age and medically fragile children. In addition, the Public Health Nurses provide direct support to preparedness and communicable disease areas related to mitigation efforts as appropriate. These activities are accomplished through administration of the following core programs: Maternal, Child, Adolescent Health (MCAH); California Children Services (CCS); Healthy Families; Community Hub Program, Child Health and Disability Prevention (CHDP); the Early Periodic Screening, Diagnosis, and Treatment (EPSDT, a State and Federal mandate of Medi-Cal), Health Care for Children in Foster Care, Child Lead Poisoning Prevention Program, High Risk CPS Intervention and Immunization campaigns. Extra help funding is for public health nursing staff to assist with seasonal flu clinics and to assist with the CHDP program. The General Fund contribution reflects a required County match (from Department 15) for the CCS and Healthy Families programs. Revenues in these programs include PH Realignment, Social Services Realignment, Mental Health Services Act (MHSA) Innovation Fund, First 5, Probation AB 109 Realignment, County General Fund (required match), Health Fees, transfer from Human Services, and State and Federal funding.

# Health and Human Services Agency

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## Multipurpose Senior Services Program (MSSP)

The Multipurpose Senior Services Program (MSSP) prevents premature institutionalization by offering comprehensive physical and psychosocial assessments and provides ongoing case management services. Revenues in this program come from the State, Federal and PH Realignment.

## AIDS and HIV Programs

These programs provide for surveillance and testing activities related to AIDS and HIV, as well as services and assistance, such as housing and case management, to persons affected by HIV. Revenues in these programs come from State and Federal funding for AIDS/HIV and PH Realignment.

## Public Health Laboratory/LEA

The Laboratory tests specimens to identify infections and prevent/control the spread of communicable disease. Other testing services, such as water testing, are also provided. In addition, the Lab participates in bioterrorism preparedness and response planning and serves as a resource for emergency/medical personnel to protect public and environmental health. Local Enforcement Agency (LEA) responsibilities are mandated under the Public Resources Code and involve enforcement of State solid waste laws (currently primarily through contracted services). Revenue in this program comes from health fees, the State, transfer from various County departments for services, and PH Realignment.

## Emergency Medical Services Agency (EMS) and EMS Fund

The EMS Agency serves to coordinate and maintain an integrated system of rapid emergency response, high quality pre hospital care, and transportation services to victims of illness or injury in El Dorado County. The EMS Agency also provides training and certification of emergency medical response personnel. The EMS program maintains a position for the Medical Director. This position is required within the EMS Agency to ensure medical oversight of the policies and protocols of pre-hospital care governing paramedics, etc. as mandated by Division 2.5 of the Health and Safety Code, Section 1797.202. The EMS Agency is also responsible for management of the Medical Marijuana Identification Card program. This section also includes the EMS Fund which receives court fines that fund emergency room services for indigents. Revenues in these programs include fund balance from Ground Emergency Medical Transportation (GEMT) funds, fees for services, and court fines.

## Institutional Care Programs

This section addresses the institutional medical care program, providing medical services for the inmate/ward populations at the County adult/juvenile detention facilities through a contract with the California Forensic Medical Group. The General Fund contribution reflects required County support (from Department 15) for detention medical services. Revenue in this program includes County General Fund, Probation AB 109 Realignment, and State and local program Realignment (SLPR) match.

## Women Infants and Children (WIC)

The Supplemental Food Program for Women, Infants and Children (WIC) serves low to moderate-income pregnant, breastfeeding, and postpartum women, and infant/children up to age 5 who are at nutritional risk. The program offers nutrition education, breastfeeding support and food vouchers. Revenue in this program includes Federal funding and PH Realignment.

# Public Health Division

RECOMMENDED BUDGET • FY 2017 - 18

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## Tobacco Settlement Programs

Funds made available through the Tobacco Settlement Agreement are allocated to several programs designed to prevent tobacco use, enhance the community health services system, and deliver improved health services.

## Health Promotions

This section includes a variety of health promotion programs and targeted services. Included are outreach and enrollment services to identify and provide health insurance options, (particularly for uninsured/underinsured children), implement focused nutrition education interventions, (particular for the people eligible for Supplemental Nutrition Assistance Program (SNAP)), services to connect individuals to appropriate health care services, programs aimed at increasing child safety through the proper use of car seats and safety helmets, and other aligned services. Responsibilities also include evaluation and development of health promotion strategies to prevent chronic disease and improve health outcomes for general and targeted populations (including indigent, institutionalized, and CMSP populations) and administration of domestic violence prevention and response contracts. Revenues in these programs include marriage licenses, court fines and Federal funding.

## County Medical Services Program (CMSP)

CMSP County Wellness & Prevention Pilot Project was approved by County Medical Services Program Governing Board on October 2016. This pilot project is to focus on Community Wellness through collaboration with community based healthcare providers, Eligibility Workers employed through the County Social Services Division of HHSA and Public Health division of HHSA in an effort to increase the number of CMSP enrollees and to further the efforts of Community Wellness within the County. The program was approved for a three –year period.

## Tobacco Use Prevention Program (TUPP)

This program provides services targeted at tobacco use prevention and cessation. Revenues in these programs come from State tobacco funds available through AB 75 and the transfer of Realignment funds.

## CSA 3, CSA 7, Ambulance Billing

### County Service Areas (Pre-Hospital Medical Services) and Ambulance Billing

This section addresses pre-hospital medical services provided within County Service Area (CSA) 7, for the West Slope area, and CSA 3, for the South Lake Tahoe and Tahoe West Shore areas. This section also includes Ambulance Billing (i.e., patient billing and collection for ambulance services operating in the County), a service performed by Intermedix (Advanced Data Processing) under a contract administered by Public Health. Revenues in these programs come from taxes, State funding, interest, ambulance fees, and contract payments from the Miwok Tribe.

## PENDING ISSUES AND POLICY CONSIDERATIONS

### Fund Types 10 and 11 – General Fund & Public Health Fund

#### *1991 Realignment*

Public Health 1991 Realignment is expected to meet increased program demands as other revenue sources expire and the county share of costs increase. Historically, 1991 Public Health Realignment has developed a fund balance, but this is expected to be significantly depleted over the next couple of years.

- The 10% transfer of \$467,000 to Behavioral Health to offset the increased costs with the Alcohol Drug Program and to offset the costs of clients utilizing State hospital beds.
- The 10% transfer of \$467,000 to Social Services to partially offset the increase in the county share of costs of the IHSS program. The increases in IHSS costs are anticipated to exceed Realignment revenues at least through FY 2018-19. In the long term, if the statewide sales tax and vehicle license fee collections continue to slow, Realignment revenue sources may not be able to fully fund the additional IHSS cost growth.
- The support of the Community Hubs for FY 2017-18 of \$228K. Post MHSA funding, the annual 1991 Realignment support is estimated at \$900,000.

#### *Emergency Medical Services*

Historically, the Emergency Medical Services (EMS) Division was supported by County General Fund. The Ground Emergency Medical Transportation (GEMT) funding, outlined in AB 678, allows for supplemental Medi-Cal reimbursements for ambulance services operating under a Public Utility Model. During the last two fiscal years, the State made four years of retroactive Medi-Cal supplemental payments, which provided EMS the ability to establish a fund balance.

Although beneficial, GEMT funding has proven to be an unreliable revenue source as revenue is not collected consistently during the fiscal year. HHSA has not yet been fully reimbursed for all of the submitted and accepted cost reports. In FY 2016-17 HHSA received only partial reimbursements, and are awaiting clarification from the State regarding revenue distribution. It is anticipated that General Fund Support will be needed in future years once the funding becomes normalized within FY 2017-18.

#### *Public Health Accreditation*

Significant progress has been made toward the Public Health Accreditation, which is Project 3.6 of the HHSA strategic plan, as well as the County's Healthy Communities strategic plan goal. Benefits of accreditation include identification of strengths and opportunities for improvement, and enhanced validity and accountability of Public Health programs and services. The accreditation process is expected to take several years to complete, and will provide the Public Health Division with enhanced funding opportunities, which could allow for the expansion of services to underserved populations. In addition, many of the principles learned through this process can be used to strengthen other divisions in HHSA as we move toward service integration.

#### *California Forensic Medical Group (CFMG)*

During FY 2016-17, the State of California released guidance for Counties that wanted to opt-in to the Medi-Cal Inmate Program. This program allows medical providers to bill for Medi-Cal services for inmates who are admitted to a medical institution (i.e. hospital) for at least 24 hours. During the current fiscal year, El Dorado County opted-in to participating in the program. By agreeing to participate, the



# Public Health Division

## RECOMMENDED BUDGET • FY 2017 - 18

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County will now need to work with CFMG and determine if there are any contract language changes needed to be in compliance with the Medi-Cal program requirements. HHSa has been working closely with the Sheriff's office to determine if there are expenditure changes necessary in the FY 2017-18 budget. Since the County is in the beginning of the negotiations with CFMG, we have decided to not make any changes to expenditures in the proposed budget submission and both departments will return to the Board of Supervisors at a later date with the appropriate contract amendment and budget transfer if necessary.

### *New Electronic Health Record System*

The PHD Nursing Programs purchased a case management software system, Patagonia, which will provide client tracking and billing for certain Medi-Cal and Medicare services, such as immunizations. Patagonia will provide reports to track client services at all the HHSa locations including the Hubs. The PHD has not billed Medicare for nursing services for many years, therefore reestablishing the connection with state requirements for billing is a FY 2017-18 goal. The anticipated new revenues are not included in the FY 2017-18 Proposed budget but are expected to be available for the FY 2018-19 Recommended budget submission.

### *Deferred Maintenance for the Animal Shelter Building*

While the animal shelter facility is relatively new, HHSa recommends the County create a deferred maintenance reserve to ensure facility issues and maintenance can be regularly scheduled. This will help the County prepare for costly unexpected building issues as well as maintain a regular maintenance schedule on the building infrastructure.

## Fund Type 12—Special Districts

### *Service Provider Contracts*

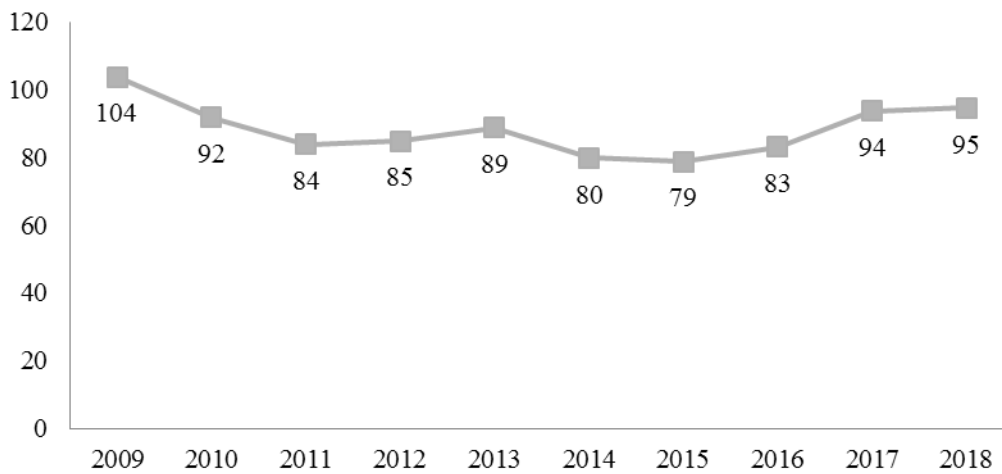
The contract for ambulance services with the El Dorado County Emergency Services Authority expires in 2018, and the contract with the California Tahoe Emergency Services Operations Authority expires in 2019. Both contractors already anticipate costs for the existing levels of service to be increasing beyond existing revenues. While there is sufficient fund balance available to pay the increased costs for the short term, without additional revenue streams, the increased costs will not be sustainable. As a result, the County needs to begin considering ways to increase revenue, or begin discussing possible changes to operations and service levels.

### *Ambulance Service Delivery Changes on West Slope*

In FY 2017-18, the contract provider on the West Slope has budgeted the addition of a half-time medic unit to provide for service coverage related to the additional impacts to the ambulance system due to increased inter-facility transfers in and out of county. The "move-up and cover" system increases expenditures for fuel, ambulance maintenance and staffing assignments. The provider is hoping to see overall cost savings due to this addition to the ambulance system.

**STAFFING TREND**

The recommended staff allocation for FY 2017-18 is 94.80 FTEs. The allocations are split as follows: 82.04 FTEs on the West Slope and 12.76 FTEs at South Lake Tahoe. Staff allocations include 73.80 FTEs for Public Health Programs, 2.0 FTEs for County Service Areas 3 & 7, and 19.0 FTEs for Animal Services.



**RECOMMENDED BUDGET**

The total Budget for the Public Health Division is recommended at \$47,770,416. This reflects a decrease in appropriations of \$5,984,296, or 11%, when compared to the FY 2016-17 Adopted Budget.

Net County Cost is \$2,062,791 and this is attributed to the Animal Services program which resides in the General Fund in Fund Type 10. There is also a General Fund Contribution of \$4,043,336 to Public Health non-General Fund programs, representing \$3,668,382 for Institutional Care, and \$374,954 for California Children’s Services (CCS) Administrative, Diagnostic & Healthy Families Program (i.e., Community Nursing).

**Animal Services – General Fund**

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The Recommended Budget includes an increase of \$277,316 (21%) in revenues and an increase of \$187,816 (5%) in appropriations when compared to the FY 2016-17 Adopted Budget. As a result, the Net County Cost is decreasing by \$89,500 (4%). This represents a status quo budget.

The increase in revenues is primarily due to the City of Placerville’s and the City of South Lake Tahoe’s contribution for the shared expenditures of the Animal Services program of \$385,992 (includes A-87 overhead costs), which is offset by a decrease in animal licenses, impounds, adoptions and other financing sources of \$108,676.

The increase in appropriations is primarily due to an increase in County overhead costs allocated through the County’s A-87 Cost Allocation Plan of \$239,497. There is also an increase of \$28,500 for animal medical, dental and lab costs. These increases are offset by reductions in Salary and Benefits of \$36,626 (adjustments to overtime and retirement), professional and specialized services of \$12,500, insurance premiums of \$8,733, computer equipment of \$14,400, utilities of \$9,800 and various other adjustments.

# Public Health Division

## RECOMMENDED BUDGET • FY 2017 - 18

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Fixed asset purchases are increasing by \$10,000 for the purchase of replacement dog boxes that are at end of life. Animal Services has budgeted for the purchase of two dog boxes at \$35,000 each, for a total of \$70,000.

### Public Health Fund Type 11

The Recommended Budget includes a decrease of \$6,472,034 (25%) in revenues and appropriations. In FY 2016-17 a one-time designated reserve of \$5,000,000 for a public health facility in South Lake Tahoe was budgeted and processed. This represented an increase in the FY 2016-17 Adopted Budget and will not be included in future years. The funds will remain in the reserve account for future use.

Overall, the General Fund Contribution is increasing by \$61,907 (1.6%) for a total General Fund contribution of \$4,043,336.

The General Fund contribution for Institution Care is \$3,688,382. This reflects an increase of \$127,098 (3.6%) when compared to the FY 2016-17 Adopted Budget due to a contract cost increase from California Forensic Medical Group (CFMG) for support to the Jail and Juvenile Hall. HHSA serves as a pass-through for the funding, with the Sheriff and Probation responsible for determining the service levels provided by CFMG.

The General Fund contribution for California Children's Services (CCS) Administrative, Diagnostic & Healthy Families Program (i.e. Community Nursing) of \$374,954 reflects a decrease of \$65,191 (14.8%) when compared to the FY 2016-17 Adopted Budget. This decrease is based on operating expenditure savings.

Fixed asset purchases are decreasing by \$10,000 to \$350,000, for the purchase, implementation and maintenance for an Electronic Prehospital Care Report (ePCR) system. This was budgeted in FY 2016-17 however costs will likely roll over to next fiscal year.

### CSA-3, CSA-7 and Ambulance Billing – Fund Type 12

Public Health Division (PHD) Fund Type 12 consists of pre-hospital medical services provided through the various area fire districts. Ambulance billing services are also provided for County Service Area (CSA) 3, the South Lake Tahoe region, and CSA 7, the Western Slope of El Dorado County.

The Recommended Budget represents an increase of \$299,922 (1%) in revenues and appropriations. There is no Net County Cost or General Fund Contribution associated with these programs.

Revenues for CSA-3 and CSA-7 pre-hospital medical services and ambulance billing programs include charges for services (primarily ambulance services), assessments and taxes, and contract payments from the Miwok Tribe. The increase in revenue is due to increases in property tax of \$119,363, special taxes and assessments \$82,086, and ambulance services \$392,880, offset by a decrease in use of fund balance of \$294,407. Ambulance service fees were increased in November 2015 by 28%, in order to help offset the decrease in fund balance. The increase of \$392,880 is based on the current payer mix and historical revenue trends.

Appropriations for contingency were increased by \$360,284 in order to reflect a corresponding decrease of the use of fund balance.

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

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### CAO Adjustments

Departments were asked to align budgets to prior year actuals where possible. As a result, the Public Health Division reduced budget appropriations in overtime (\$50,000), Medical, Dental and Laboratory Supplies (\$40,000) and fixed assets (\$10,000) for a net reduction to the General Fund of \$89,500.

### Sources & Uses of Funds

The Public Health Division (PHD) is budgeting the transfer of the legislative allowable 10% of 1991 Realignment revenue, in the amount of \$466,731, to the Behavioral Health Division to offset the increased costs with the Alcohol Drug Program and to offset the costs of clients utilizing State hospital beds. PHD is also budgeting the transfer of the same amount to the Social Service Division to partially offset the increase to In-Home Supportive Services (IHSS) costs that are anticipated to be in excess of available 1991 Social Services realignment revenues. It should be noted that this is an interim solution to help offset the increased County cost for IHSS that will occur as a result of the State's recent actions to eliminate the Coordinated Care Initiative and the related Maintenance of Effort arrangement between the State and counties. Should the State develop a long-term solution to the significant cost shift to counties, which reduces the need to transfer 1991 Public Health Realignment funds, the Department will return to the Board with recommended budget changes.

The Community Hub program will begin to use 1991 Realignment in FY 2017-18 as it becomes fully staffed. The Hubs are supported by a number of revenue sources, including Mental Health Services Act (MHSA) Innovation Plan. The MHSA funding is limited to three years, providing funding to the Hubs through FY 2018-19. For FY 2017-18, the MHSA contribution is \$673,000. Once this funding is expired, and for the continuation of the program, 1991 Realignment will need to cover program expenses. 1991 Realignment funding for the Hubs is \$228,000 for FY 2017-18.

To address the growing need for facility space, HHSA has set aside \$5,000,000 of Public Health fund balance to be reserved for a South Lake Tahoe building purchase (yet to be determined). Additionally, the Tobacco Settlement fund balance totaling approximately \$1,173,318 is being reserved for capital improvements to accommodate the co-location of services, and for the potential establishment of a Mental Health Rehabilitation Center (MHRC) within the County for mitigate the impact of out-of-county placements.

# Public Health Division

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 40 HEALTH

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0200 LICENSE: ANIMAL	221,229	265,000	245,000	245,000	-20,000
0201 LICENSE: VISCIOUS/DANGEROUS DOG	6,771	11,000	9,000	9,000	-2,000
0202 KENNEL PERMITS	13,494	17,350	15,000	15,000	-2,350
0220 PERMIT: CONSTRUCTION	829	0	0	0	0
<b>CLASS: 02 REV: LICENSE, PERMIT, &amp;</b>	<b>242,323</b>	<b>293,350</b>	<b>269,000</b>	<b>269,000</b>	<b>-24,350</b>
0320 COURT FINE: OTHER	13,104	18,500	13,500	13,500	-5,000
<b>CLASS: 03 REV: FINE, FORFEITURE &amp;</b>	<b>13,104</b>	<b>18,500</b>	<b>13,500</b>	<b>13,500</b>	<b>-5,000</b>
1200 REV: OTHER GOVERNMENTAL AGENCIES	552,706	452,100	838,092	838,092	385,992
1206 REV: SLT SURCHARGE	16,468	15,000	15,000	15,000	0
<b>CLASS: 12 REV: OTHER GOVERNMENTAL</b>	<b>569,174</b>	<b>467,100</b>	<b>853,092</b>	<b>853,092</b>	<b>385,992</b>
1560 HUMANE: SERVICES	3,431	6,100	3,000	3,000	-3,100
1561 HUMANE: IMPOUNDS	125,271	140,000	125,000	125,000	-15,000
1562 HUMANE: ADOPTIONS	121,406	138,000	113,000	113,000	-25,000
1563 HUMANE: MICROCHIPS	924	2,000	1,000	1,000	-1,000
1564 HUMANE: RESTITUTION	1,100	5,000	2,000	2,000	-3,000
1740 CHARGES FOR SERVICES	2,060	2,500	2,000	2,000	-500
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	<b>254,192</b>	<b>293,600</b>	<b>246,000</b>	<b>246,000</b>	<b>-47,600</b>
1940 MISC: REVENUE	8,735	11,100	8,600	8,600	-2,500
<b>CLASS: 19 REV: MISCELLANEOUS</b>	<b>8,735</b>	<b>11,100</b>	<b>8,600</b>	<b>8,600</b>	<b>-2,500</b>
2021 OPERATING TRANSFERS IN: VEHICLE	185,817	185,817	191,171	191,171	5,354
2027 OPERATING TRSNF IN: SALES TAX	81,900	81,900	47,320	47,320	-34,580
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	<b>267,717</b>	<b>267,717</b>	<b>238,491</b>	<b>238,491</b>	<b>-29,226</b>
<b>TYPE: R SUBTOTAL</b>	<b>1,355,245</b>	<b>1,351,367</b>	<b>1,628,683</b>	<b>1,628,683</b>	<b>277,316</b>
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	930,681	966,205	969,912	969,912	3,707
3001 TEMPORARY EMPLOYEES	121,799	51,166	51,166	51,166	0
3002 OVERTIME	31,430	94,500	70,000	70,000	-24,500
3003 STANDBY PAY	13,040	20,000	25,000	25,000	5,000
3004 OTHER COMPENSATION	36,093	9,400	9,400	9,400	0
3005 TAHOE DIFFERENTIAL	10,496	12,000	12,000	12,000	0
3020 RETIREMENT EMPLOYER SHARE	180,693	190,883	179,805	179,805	-11,078
3022 MEDI CARE EMPLOYER SHARE	15,966	14,927	14,977	14,977	50
3040 HEALTH INSURANCE EMPLOYER	336,784	349,050	339,899	339,899	-9,151
3042 LONG TERM DISABILITY EMPLOYER	2,417	2,417	2,423	2,423	6
3043 DEFERRED COMPENSATION EMPLOYER	2,044	0	0	0	0
3046 RETIREE HEALTH: DEFINED	19,990	19,990	16,965	16,965	-3,025
3060 WORKERS' COMPENSATION EMPLOYER	11,117	11,117	13,482	13,482	2,365
3080 FLEXIBLE BENEFITS	2,549	12,000	12,000	12,000	0
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	<b>1,715,099</b>	<b>1,753,655</b>	<b>1,717,029</b>	<b>1,717,029</b>	<b>-36,626</b>

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 40 HEALTH

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4020	CLOTHING & PERSONAL SUPPLIES	11,000	11,000	11,700	700
4040	TELEPHONE COMPANY VENDOR	2,812	2,812	6,000	3,188
4041	COUNTY PASS THRU TELEPHONE CHARGES	1,983	10,400	6,500	-3,900
4080	HOUSEHOLD EXPENSE	4,765	4,900	7,000	2,100
4082	HOUSEHOLD EXP: OTHER	220	220	300	80
4085	REFUSE DISPOSAL	8,003	14,700	14,700	0
4086	JANITORIAL / CUSTODIAL SERVICES	29,100	29,100	29,100	0
4100	INSURANCE: PREMIUM	13,093	13,093	4,356	-8,737
4101	INSURANCE: ADDITIONAL LIABILITY	8,082	8,082	8,082	0
4140	MAINT: EQUIPMENT	1,150	1,150	750	-400
4143	MAINT: SERVICE CONTRACT	2,940	2,970	2,960	-10
4144	MAINT: COMPUTER	7,300	7,300	7,300	0
4162	VEH MAINT: SUPPLIES	4,000	4,000	3,500	-500
4164	VEH MAINT: TIRE & TUBES	500	500	500	0
4180	MAINT: BUILDING & IMPROVEMENTS	2,500	2,500	0	-2,500
4200	MEDICAL, DENTAL & LABORATORY	32,000	32,000	60,500	28,500
4220	MEMBERSHIPS	550	550	800	250
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	578	578	590	12
4260	OFFICE EXPENSE	7,000	7,000	7,000	0
4261	POSTAGE	6,000	6,000	6,000	0
4262	SOFTWARE	2,040	2,040	0	-2,040
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	500	500	1,500	1,000
4264	BOOKS / MANUALS	620	620	1,200	580
4266	PRINTING / DUPLICATING SERVICES	338	300	500	200
4300	PROFESSIONAL & SPECIALIZED SERVICES	108,925	108,925	96,425	-12,500
4306	COLLECTION SERVICES	700	700	0	-700
4313	LEGAL SERVICES	5,000	5,000	5,000	0
4324	MEDICAL, DENTAL, LAB & AMBULANCE SRV	800	800	3,300	2,500
4337	OTHER GOVERNMENTAL AGENCIES	192	0	0	0
4400	PUBLICATION & LEGAL NOTICES	450	450	500	50
4420	RENT & LEASE: EQUIPMENT	8,740	8,740	10,000	1,260
4421	RENT & LEASE: SECURITY SYSTEM	2,412	2,460	2,460	0
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	1,508	1,500	2,000	500
4461	EQUIP: MINOR	6,000	6,000	6,000	0
4462	EQUIP: COMPUTER	14,400	14,400	0	-14,400
4463	EQUIP: TELEPHONE & RADIO	4,109	4,100	1,900	-2,200
4464	EQUIP: LAW ENFORCEMENT	0	0	12,000	12,000
4500	SPECIAL DEPT EXPENSE	25,344	44,738	65,000	20,262
4503	STAFF DEVELOPMENT	10,105	10,105	9,275	-830
4600	TRANSPORTATION & TRAVEL	8,182	8,182	5,282	-2,900
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	1,325	1,325	1,325	0
4605	RENT & LEASE: VEHICLE	66,225	66,225	69,125	2,900
4606	FUEL PURCHASES	60,475	60,475	60,225	-250
4607	RENT & LEASE: MILEAGE RATE REBATE	750	750	0	-750
4608	HOTEL ACCOMMODATIONS	1,000	1,000	1,750	750
4620	UTILITIES	94,800	94,800	85,000	-9,800
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>568,516</b>	<b>602,990</b>	<b>617,405</b>	<b>617,405</b>	<b>14,415</b>
5300	INTERFND: SERVICE BETWEEN FUND	107,520	107,587	101,342	-6,245
<b>CLASS: 50 OTHER CHARGES</b>	<b>107,520</b>	<b>107,587</b>	<b>101,342</b>	<b>101,342</b>	<b>-6,245</b>
6040	FIXED ASSET: EQUIPMENT	60,000	60,000	70,000	10,000
<b>CLASS: 60 FIXED ASSETS</b>	<b>60,000</b>	<b>60,000</b>	<b>70,000</b>	<b>70,000</b>	<b>10,000</b>
7200	INTRAFUND TRANSFERS: ONLY GENERAL	950,183	939,620	1,143,088	203,468
7210	INTRAFUND: COLLECTIONS	350	350	350	0
7221	INTRAFUND: RADIO EQUIPMENT & SUPPORT	3,500	3,500	0	-3,500
7223	INTRAFUND: MAIL SERVICE	4,435	4,435	4,352	-83
7224	INTRAFUND: STORES SUPPORT	1,521	1,521	908	-613
7232	INTRAFUND: MAINT BLDG & IMPROVMENTS	5,499	30,000	37,000	7,000
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>965,488</b>	<b>979,426</b>	<b>1,185,698</b>	<b>1,185,698</b>	<b>206,272</b>
<b>TYPE: E SUBTOTAL</b>	<b>3,416,623</b>	<b>3,503,658</b>	<b>3,691,474</b>	<b>3,691,474</b>	<b>187,816</b>
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>2,061,378</b>	<b>2,152,291</b>	<b>2,062,791</b>	<b>2,062,791</b>	<b>-89,500</b>

# Public Health Division

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 11 SPECIAL REVENUE FUND  
 DEPARTMENT: 40 HEALTH

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0261 LICENSE: MARRIAGE	91,425	115,000	115,000	115,000	0
<b>CLASS: 02 REV: LICENSE, PERMIT, &amp;</b>	91,425	115,000	115,000	115,000	0
0320 COURT FINE: OTHER	12,547	72,642	23,200	23,200	-49,442
0324 COURT FINE: EMS COUNTY	285,588	31,257	350,000	350,000	318,743
0325 COURT FINE: EMS ADMINISTRATION	0	39,341	0	0	-39,341
0326 COURT FINE: EMS PHYSICIAN	0	190,548	0	0	-190,548
0327 COURT FINE: EMS HOSPITAL	0	82,132	0	0	-82,132
<b>CLASS: 03 REV: FINE, FORFEITURE &amp;</b>	298,135	415,920	373,200	373,200	-42,720
0400 REV: INTEREST	48,052	18,025	17,525	17,525	-500
<b>CLASS: 04 REV: USE OF MONEY &amp; PROPERTY</b>	48,052	18,025	17,525	17,525	-500
0640 ST: CCS CA CHILDREN SERVICES	422,935	443,478	425,965	425,965	-17,513
0670 ST: TUBERCULOSIS CONTROL	13,365	20,000	20,000	20,000	0
0680 ST: HEALTH	104,665	104,665	104,665	104,665	0
0681 ST: HEALTH CHDP - CHILD DISABLITY	3,988	4,446	4,000	4,000	-446
0687 ST: HEALTH DISCRETIONARY GENERAL	65,990	65,990	65,990	65,990	0
0688 ST: HEALTH MEDI CAL GENERAL FUND	272,479	340,449	328,954	328,954	-11,495
0880 ST: OTHER	114,503	128,550	128,550	128,550	0
0895 ST: AB75 TOBACCO	196,138	222,256	150,000	150,000	-72,256
0908 ST: TOBACCO SETTLEMENT FUND	160,000	160,000	160,000	160,000	0
<b>CLASS: 05 REV: STATE INTERGOVERNMENTAL</b>	1,354,063	1,489,834	1,388,124	1,388,124	-101,710
1100 FED: OTHER	1,506,285	1,465,274	1,568,998	1,568,998	103,724
1101 FED: BLOCK GRANT REVENUES	266,679	281,906	260,481	260,481	-21,425
1107 FED: MEDI CAL	1,181,339	1,318,336	1,336,702	1,336,702	18,366
<b>CLASS: 10 REV: FEDERAL</b>	2,954,303	3,065,516	3,166,181	3,166,181	100,665
1200 REV: OTHER GOVERNMENTAL AGENCIES	242,500	252,100	352,100	352,100	100,000
<b>CLASS: 12 REV: OTHER GOVERNMENTAL</b>	242,500	252,100	352,100	352,100	100,000
1603 VITAL HEALTH STATISTIC FEE	84,912	95,000	95,000	95,000	0
1620 HEALTH FEES	81,470	113,705	116,000	116,000	2,295
1650 CCS - CA CHILDREN SERVICES	220	220	100	100	-120
1800 INTERFND REV: SERVICE BETWEEN FUND	348,032	410,176	360,771	360,771	-49,405
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	514,634	619,101	571,871	571,871	-47,230
1940 MISC: REVENUE	73,680	72,200	71,125	71,125	-1,075
<b>CLASS: 19 REV: MISCELLANEOUS</b>	73,680	72,200	71,125	71,125	-1,075
2020 OPERATING TRANSFERS IN	4,793,809	4,847,668	5,078,574	5,078,574	230,906
2021 OPERATING TRANSFERS IN: VEHICLE	3,188,048	3,188,048	3,020,916	3,020,916	-167,132
2026 OPERATING TRANSFERS IN: PHD SRF	193,100	395,000	482,514	482,514	87,514
2027 OPERATING TRSNF IN: SALES TAX	866,503	918,945	651,596	651,596	-267,349
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	9,041,460	9,349,661	9,233,600	9,233,600	-116,061
0001 FUND BALANCE	7,055,447	11,008,509	4,645,106	4,645,106	-6,363,403
<b>CLASS: 22 FUND BALANCE</b>	7,055,447	11,008,509	4,645,106	4,645,106	-6,363,403
<b>TYPE: R SUBTOTAL</b>	21,673,699	26,405,866	19,933,832	19,933,832	-6,472,034

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 40 HEALTH

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	4,162,587	4,501,948	5,062,451	5,062,451	560,503
3001	TEMPORARY EMPLOYEES	0	65,562	65,562	65,562	0
3002	OVERTIME	14,823	245,000	81,500	81,500	-163,500
3003	STANDBY PAY	47,728	41,500	54,000	54,000	12,500
3004	OTHER COMPENSATION	73,709	26,740	27,040	27,040	300
3005	TAHOE DIFFERENTIAL	21,083	21,600	21,600	21,600	0
3006	BILINGUAL PAY	20,717	24,960	24,960	24,960	0
3020	RETIREMENT EMPLOYER SHARE	831,183	1,008,229	1,005,369	1,005,369	-2,860
3021	O.A.S.D.I. EMPLOYER SHARE	41	0	0	0	0
3022	MEDI CARE EMPLOYER SHARE	59,140	65,973	74,115	74,115	8,142
3040	HEALTH INSURANCE EMPLOYER	1,025,320	993,416	1,164,624	1,164,624	171,208
3042	LONG TERM DISABILITY EMPLOYER	11,260	11,260	12,652	12,652	1,392
3043	DEFERRED COMPENSATION EMPLOYER	9,629	14,661	13,044	13,044	-1,617
3046	RETIREE HEALTH: DEFINED	65,580	65,580	88,558	88,558	22,978
3060	WORKERS' COMPENSATION EMPLOYER	434,915	434,915	468,240	468,240	33,325
3080	FLEXIBLE BENEFITS	9,579	42,300	44,100	44,100	1,800
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>6,787,294</b>	<b>7,563,644</b>	<b>8,207,815</b>	<b>8,207,815</b>	<b>644,171</b>
4040	TELEPHONE COMPANY VENDOR	8,760	13,610	9,440	9,440	-4,170
4041	COUNTY PASS THRU TELEPHONE CHARGES	15,904	16,500	16,000	16,000	-500
4044	CABLE/INTERNET SERVICE	1,224	1,224	720	720	-504
4060	FOOD AND FOOD PRODUCTS	3,260	3,200	3,180	3,180	-20
4080	HOUSEHOLD EXPENSE	1,508	5,200	5,150	5,150	-50
4082	HOUSEHOLD EXP: OTHER	200	200	0	0	-200
4083	LAUNDRY	4,422	4,500	4,500	4,500	0
4085	REFUSE DISPOSAL	4,368	4,368	4,368	4,368	0
4086	JANITORIAL / CUSTODIAL SERVICES	578	4,598	0	0	-4,598
4100	INSURANCE: PREMIUM	45,416	45,416	37,173	37,173	-8,243
4101	INSURANCE: ADDITIONAL LIABILITY	150,437	151,220	151,220	151,220	0
4140	MAINT: EQUIPMENT	16,900	16,900	15,000	15,000	-1,900
4144	MAINT: COMPUTER	169,342	167,458	109,424	109,424	-58,034
4160	VEH MAINT: SERVICE CONTRACT	500	500	0	0	-500
4200	MEDICAL, DENTAL & LABORATORY	54,125	54,125	58,925	58,925	4,800
4201	MEDICAL: FIELD SUPPLY	38,314	42,700	65,198	65,198	22,498
4220	MEMBERSHIPS	7,267	7,267	7,419	7,419	152
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	13,058	13,258	13,576	13,576	318
4240	MISC: EXPENSE	1,000	1,000	20,000	20,000	19,000
4260	OFFICE EXPENSE	33,902	36,325	58,102	58,102	21,777
4261	POSTAGE	9,914	11,208	12,957	12,957	1,749
4262	SOFTWARE	1,414	1,325	250	250	-1,075
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	1,110	1,185	1,350	1,350	165
4264	BOOKS / MANUALS	5,824	6,450	6,250	6,250	-200
4266	PRINTING / DUPLICATING SERVICES	22,044	22,720	21,773	21,773	-947
4300	PROFESSIONAL & SPECIALIZED SERVICES	358,353	415,267	378,547	378,547	-36,720
4313	LEGAL SERVICES	0	9,600	9,600	9,600	0
4318	INTERPRETER	203	0	0	0	0
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	3,575,365	3,575,365	3,956,445	3,956,445	381,080
4327	EMS: HOSPITAL EMERG MEDICAL	60,302	82,132	75,000	75,000	-7,132
4328	EMS: PHYSICIAN EMERG MEDICAL	139,752	190,548	165,000	165,000	-25,548
4337	OTHER GOVERNMENTAL AGENCIES	20,000	20,000	20,000	20,000	0
4351	JAIL MEDICAL OVERRUNS	136,737	136,737	136,737	136,737	0
4400	PUBLICATION & LEGAL NOTICES	150	150	0	0	-150
4420	RENT & LEASE: EQUIPMENT	38,151	35,380	28,380	28,380	-7,000
4421	RENT & LEASE: SECURITY SYSTEM	6,076	6,100	6,100	6,100	0
4440	RENT & LEASE: BUILDING &	5,372	3,000	3,000	3,000	0
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	3,500	3,500	3,500	3,500	0
4461	EQUIP: MINOR	14,323	13,700	4,200	4,200	-9,500
4462	EQUIP: COMPUTER	61,661	64,000	24,700	24,700	-39,300
4463	EQUIP: TELEPHONE & RADIO	40	0	0	0	0



# Public Health Division

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 40 HEALTH

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4500 SPECIAL DEPT EXPENSE	448,224	1,144,668	59,685	59,685	-1,084,983
4501 SPECIAL PROJECTS	91,649	135,405	84,150	84,150	-51,255
4502 EDUCATIONAL MATERIALS	5,090	4,590	4,040	4,040	-550
4503 STAFF DEVELOPMENT	52,735	52,635	56,555	56,555	3,920
4529 SOFTWARE LICENSE	1,180	1,180	280	280	-900
4540 STAFF DEVELOPMENT (NOT 1099)	541	0	0	0	0
4600 TRANSPORTATION & TRAVEL	30,769	31,369	30,539	30,539	-830
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	50,230	52,400	49,910	49,910	-2,490
4605 RENT & LEASE: VEHICLE	28,557	28,275	35,600	35,600	7,325
4606 FUEL PURCHASES	8,453	7,765	10,690	10,690	2,925
4608 HOTEL ACCOMMODATIONS	8,601	8,450	8,550	8,550	100
4620 UTILITIES	37,000	37,000	37,000	37,000	0
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>5,793,805</b>	<b>6,691,673</b>	<b>5,810,183</b>	<b>5,810,183</b>	<b>-881,490</b>
5000 SUPPORT & CARE OF PERSONS	169,172	178,159	145,000	145,000	-33,159
5009 HOUSING	30,000	30,000	0	0	-30,000
5011 TRANSPORTATION EXPENSES	6,794	6,794	10,994	10,994	4,200
5012 ANCILLARY SERVICES	131,725	165,640	152,140	152,140	-13,500
5013 ANCILLARY EXPENSES	840	0	0	0	0
5014 HEALTH SERVICES	4,230	30,000	30,000	30,000	0
5300 INTERFND: SERVICE BETWEEN FUND	1,958,086	2,076,865	2,173,082	2,173,082	96,217
5304 INTERFND: MAIL SERVICE	8,455	8,455	8,742	8,742	287
5305 INTERFND: STORES SUPPORT	1,053	1,053	628	628	-425
5310 INTERFND: COUNTY COUNSEL	0	17,000	0	0	-17,000
5316 INTERFND: IS PROGRAMMING SUPPORT	32,500	89,000	0	0	-89,000
5318 INTERFND: MAINTENANCE BLDG & IMPRV	24,000	32,000	54,500	54,500	22,500
<b>CLASS: 50 OTHER CHARGES</b>	<b>2,366,855</b>	<b>2,634,966</b>	<b>2,575,086</b>	<b>2,575,086</b>	<b>-59,880</b>
6040 FIXED ASSET: EQUIPMENT	360,000	360,000	350,000	350,000	-10,000
<b>CLASS: 60 FIXED ASSETS</b>	<b>360,000</b>	<b>360,000</b>	<b>350,000</b>	<b>350,000</b>	<b>-10,000</b>
7000 OPERATING TRANSFERS OUT	1,364,389	1,568,318	1,840,832	1,840,832	272,514
<b>CLASS: 70 OTHER FINANCING USES</b>	<b>1,364,389</b>	<b>1,568,318</b>	<b>1,840,832</b>	<b>1,840,832</b>	<b>272,514</b>
7254 INTRAFND: PUBLIC HEALTH	148,179	214,622	379,648	379,648	165,026
7259 INTRAFND: PHD SRF	69,803	70,598	80,000	80,000	9,402
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>217,982</b>	<b>285,220</b>	<b>459,648</b>	<b>459,648</b>	<b>174,428</b>
7384 INTRFND ABATEMENTS: PUBLIC HEALTH	-147,480	-214,622	-379,648	-379,648	-165,026
7389 INTRFND ABATEMENTS: PHD SRF	-69,803	-70,598	-80,000	-80,000	-9,402
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	<b>-217,283</b>	<b>-285,220</b>	<b>-459,648</b>	<b>-459,648</b>	<b>-174,428</b>
7700 APPROPRIATION FOR CONTINGENCIES	0	2,587,265	1,149,916	1,149,916	-1,437,349
<b>CLASS: 77 APPROPRIATION FOR</b>	<b>0</b>	<b>2,587,265</b>	<b>1,149,916</b>	<b>1,149,916</b>	<b>-1,437,349</b>
7801 DESIGNATIONS OF FUND BALANCE	5,000,000	5,000,000	0	0	-5,000,000
<b>CLASS: 78 RESERVES: BUDGETARY ONLY</b>	<b>5,000,000</b>	<b>5,000,000</b>	<b>0</b>	<b>0</b>	<b>-5,000,000</b>
<b>TYPE: E SUBTOTAL</b>	<b>21,673,042</b>	<b>26,405,866</b>	<b>19,933,832</b>	<b>19,933,832</b>	<b>-6,472,034</b>
<b>FUND TYPE: 11 SUBTOTAL</b>	<b>-657</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Health and Human Services Agency

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 40 HEALTH

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0100	PROP TAX: CURR SECURED	3,127,305	2,986,137	3,105,500	3,105,500	119,363
0175	TAX: SPECIAL TAX	1,726,242	1,726,242	1,794,000	1,794,000	67,758
<b>CLASS: 01</b>	<b>REV: TAXES</b>	4,853,547	4,712,379	4,899,500	4,899,500	187,121
0360	PENALTY & COST DELINQUENT TAXES	14,065	28,750	28,750	28,750	0
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp;</b>	14,065	28,750	28,750	28,750	0
0400	REV: INTEREST	56,582	40,000	40,000	40,000	0
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	56,582	40,000	40,000	40,000	0
0820	ST: HOMEOWNER PROP TAX RELIEF	33,312	29,000	29,000	29,000	0
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	33,312	29,000	29,000	29,000	0
1310	SPECIAL ASSESSMENTS	560,672	560,672	575,000	575,000	14,328
1686	AMBULANCE SERVICES	8,552,293	9,005,376	9,398,256	9,398,256	392,880
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	9,112,965	9,566,048	9,973,256	9,973,256	407,208
1940	MISC: REVENUE	424,000	300,000	300,000	300,000	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	424,000	300,000	300,000	300,000	0
0001	FUND BALANCE	1,490,443	9,169,011	8,874,604	8,874,604	-294,407
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	1,490,443	9,169,011	8,874,604	8,874,604	-294,407
<b>TYPE: R SUBTOTAL</b>		15,984,914	23,845,188	24,145,110	24,145,110	299,922

# Public Health Division

## RECOMMENDED BUDGET • FY 2017 - 18

### FINANCIAL INFORMATION BY FUND TYPE

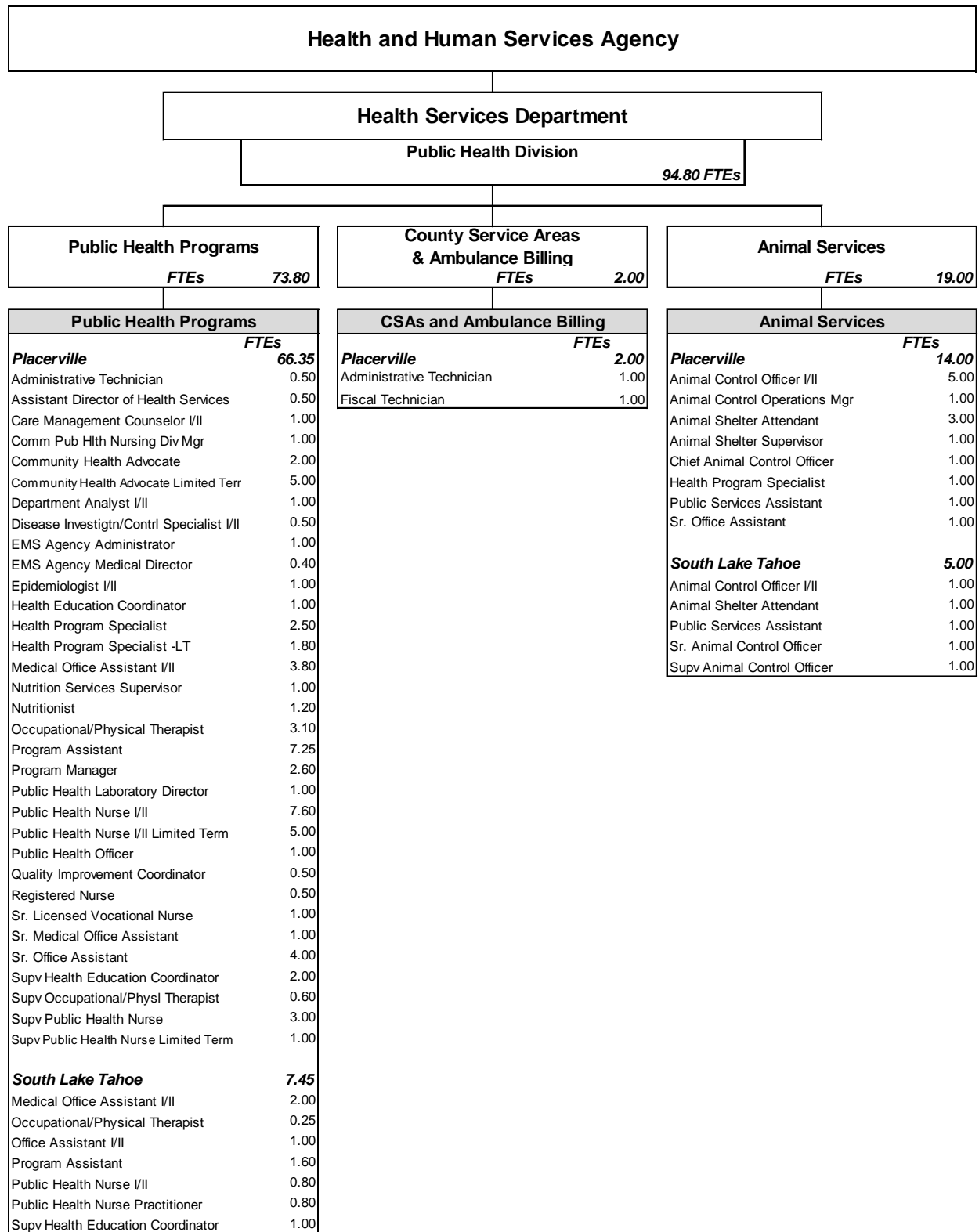
FUND TYPE: 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
 DEPARTMENT: 40 HEALTH

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
3000	PERMANENT EMPLOYEES / ELECTED	88,388	117,593	118,470	118,470	877
3020	RETIREMENT EMPLOYER SHARE	20,084	26,787	24,941	24,941	-1,846
3022	MEDI CARE EMPLOYER SHARE	1,220	1,705	1,718	1,718	13
3040	HEALTH INSURANCE EMPLOYER	21,230	29,225	23,815	23,815	-5,410
3042	LONG TERM DISABILITY EMPLOYER	294	294	296	296	2
3046	RETIREE HEALTH: DEFINED	1,714	1,714	2,072	2,072	358
3060	WORKERS' COMPENSATION EMPLOYER	11,360	11,360	10,957	10,957	-403
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>144,290</b>	<b>188,678</b>	<b>182,269</b>	<b>182,269</b>	<b>-6,409</b>
4041	COUNTY PASS THRU TELEPHONE CHARGES	6,300	6,300	6,300	6,300	0
4100	INSURANCE: PREMIUM	1,169	1,169	859	859	-310
4161	VEH MAINT: PARTS DIRECT CHARGE	36	0	0	0	0
4260	OFFICE EXPENSE	750	750	750	750	0
4261	POSTAGE	2,033	2,025	2,100	2,100	75
4266	PRINTING / DUPLICATING SERVICES	10,000	10,000	10,500	10,500	500
4300	PROFESSIONAL & SPECIALIZED SERVICES	873,618	873,618	983,618	983,618	110,000
4306	COLLECTION SERVICES	7,500	7,500	7,500	7,500	0
4313	LEGAL SERVICES	75,000	75,000	75,000	75,000	0
4400	PUBLICATION & LEGAL NOTICES	150	150	150	150	0
4500	SPECIAL DEPT EXPENSE	10,150	150,000	0	0	-150,000
4503	STAFF DEVELOPMENT	1,800	1,800	1,800	1,800	0
4600	TRANSPORTATION & TRAVEL	1,400	1,400	1,400	1,400	0
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	100	100	100	100	0
4605	RENT & LEASE: VEHICLE	500	500	500	500	0
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>990,506</b>	<b>1,130,312</b>	<b>1,090,577</b>	<b>1,090,577</b>	<b>-39,735</b>
5240	CONTRIB: NON-CNTY GOVERNMENTAL	14,617,610	14,617,610	14,617,610	14,617,610	0
5300	INTERFND: SERVICE BETWEEN FUND	48,138	61,728	57,369	57,369	-4,359
5301	INTERFND: TELEPHONE EQUIPMENT &	10,000	10,000	0	0	-10,000
5310	INTERFND: COUNTY COUNSEL	80,000	80,000	80,000	80,000	0
5321	INTERFND: COLLECTIONS	10,700	10,700	10,700	10,700	0
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>14,766,448</b>	<b>14,780,038</b>	<b>14,765,679</b>	<b>14,765,679</b>	<b>-14,359</b>
7223	INTRAFND: MAIL SERVICE	0	0	141	141	141
7250	INTRAFND: NOT GEN FUND / SAME FUND	7,289	4,550	4,550	4,550	0
7259	INTRAFND: PHD SRF	753,021	849,969	926,033	926,033	76,064
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>760,310</b>	<b>854,519</b>	<b>930,724</b>	<b>930,724</b>	<b>76,205</b>
7380	INTRFND ABATEMENTS: NOT GENERAL	-7,289	-4,550	-4,550	-4,550	0
7389	INTRFND ABATEMENTS: PHD SRF	-753,021	-849,969	-926,033	-926,033	-76,064
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	<b>-760,310</b>	<b>-854,519</b>	<b>-930,583</b>	<b>-930,583</b>	<b>-76,064</b>
7700	APPROPRIATION FOR CONTINGENCIES	0	7,746,160	8,106,444	8,106,444	360,284
<b>CLASS: 77</b>	<b>APPROPRIATION FOR</b>	<b>0</b>	<b>7,746,160</b>	<b>8,106,444</b>	<b>8,106,444</b>	<b>360,284</b>
<b>TYPE: E SUBTOTAL</b>		<b>15,901,244</b>	<b>23,845,188</b>	<b>24,145,110</b>	<b>24,145,110</b>	<b>299,922</b>
<b>FUND TYPE: 12</b>	<b>SUBTOTAL</b>	<b>-83,670</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>DEPARTMENT: 40</b>	<b>SUBTOTAL</b>	<b>1,977,051</b>	<b>2,152,291</b>	<b>2,062,791</b>	<b>2,062,791</b>	<b>-89,500</b>

# Health and Human Services Agency

RECOMMENDED BUDGET • FY 2017 - 18

## ORGANIZATIONAL CHART





# Library & Museum

## RECOMMENDED BUDGET • FY 2017 - 18

### MISSION

The El Dorado County Library enriches the lives of residents by promoting lifelong learning and literacy for all ages through its research and information services, educational programs and classes, community facilities, and comprehensive collections of traditional and current resources.

The Mission of the El Dorado County Historical Museum is to exhibit and interpret the heritage of the County in a current, accurate, and engaging manner; to be a valuable historical resource to the community through its well organized research facility, historical exhibits and educational programs; to collect, document, and preserve artifacts and records significant to the history of El Dorado County using the highest standards of scholarship and professional museum and archival practices; and to provide a rewarding experience for volunteers and visitors and enhance the Museum's significance to the community.

### DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
Use of Money	\$ 8,235	\$ 7,300	\$ 7,750	\$ 7,750	\$ 450	6%
State	\$ 214,132	\$ 263,000	\$ 263,000	\$ 263,000	\$ -	0%
Federal	\$ 22,116	\$ 26,206	\$ -	\$ -	\$ (26,206)	-100%
Charges for Service	\$ 412,918	\$ 407,260	\$ 406,560	\$ 406,560	\$ (700)	0%
Miscellaneous	\$ 182,445	\$ 261,010	\$ 153,095	\$ 153,095	\$ (107,915)	-41%
Other Financing Sources	\$ 1,232,650	\$ 1,659,575	\$ 1,512,471	\$ 1,512,471	\$ (147,104)	-9%
Special Tax	\$ 1,002,407	\$ 996,000	\$ 1,019,000	\$ 1,019,000	\$ 23,000	2%
Fines & Penalties	\$ 10,743	\$ 8,800	\$ 10,500	\$ 10,500	\$ 1,700	19%
Fund Balance	\$ -	\$ 875,783	\$ 747,572	\$ 747,572	\$ (128,211)	-15%
<b>Total Revenue</b>	<b>\$ 3,085,646</b>	<b>\$ 4,504,934</b>	<b>\$ 4,119,948</b>	<b>\$ 4,119,948</b>	<b>\$ (384,986)</b>	<b>-9%</b>
Salaries and Benefits	\$ 2,641,106	\$ 2,900,490	\$ 2,776,439	\$ 2,776,439	\$ (124,051)	-4%
Services & Supplies	\$ 705,084	\$ 997,336	\$ 836,813	\$ 836,813	\$ (160,523)	-16%
Other Charges	\$ 3,711	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0%
Intrafund Transfers	\$ 47,565	\$ 22,847	\$ 26,713	\$ 26,713	\$ 3,866	17%
Operating Transfers	\$ 1,229,406	\$ 1,631,575	\$ 1,496,471	\$ 1,496,471	\$ (135,104)	-8%
Appropriation for Contingencies	\$ -	\$ 495,393	\$ 530,886	\$ 530,886	\$ 35,493	7%
<b>Total Appropriations</b>	<b>\$ 4,626,872</b>	<b>\$ 6,049,641</b>	<b>\$ 5,669,322</b>	<b>\$ 5,669,322</b>	<b>\$ (280,708)</b>	<b>-5%</b>
<b>Net County Cost</b>	<b>\$ 1,541,226</b>	<b>\$ 1,544,707</b>	<b>\$ 1,549,374</b>	<b>\$ 1,549,374</b>	<b>\$ 4,667</b>	<b>0%</b>
FTEs	38.00	37.65	35.25	35.25	-2.40	-6%

### MAJOR BUDGET CHANGES

#### Revenue

- (\$147,104) Decrease in Operating Transfers between Library funds reflecting reduced use of Department Fund Balance.
- (\$107,915) Decrease in Miscellaneous Revenue as a result of decreased donations and funds required to fund upfront costs of improved public Internet.

# Library & Museum

RECOMMENDED BUDGET • FY 2017 - 18

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## Appropriations

### *Salaries and Benefits*

(\$124,051) Decrease due primarily to the deletion of 2.4 FTE vacant positions.

### *Services and Supplies*

(\$160,523) Reduction due to decreased cost of computer equipment to connect to CENIC, decreased book expenditures, and decreased expenses required to fund upfront costs of improved public Internet.

### *Operating Transfers*

(\$135,104) Decrease in Operating Transfers between Library funds primarily as a result of a reduced use of Department Fund Balance.

## PROGRAM SUMMARIES

### Central Administration and Support

Provides oversight, direction and support for the department and is responsible for administrative and business support functions including budgeting, accounting, payroll, personnel, purchasing and contract coordination, computer services and support and clerical operations. Also provides book ordering, cataloging and processing support for all branches.

### Bookmobile

Provides access to library materials and collections at various community sites. Limited Bookmobile service was reinstated in October 2009 with the use of donations.

### First 5 Early Literacy Program

Promotes the development of early literacy skills by providing early literacy programs and services for children 0-5 years old and their caregivers. Services are provided at all county branch libraries. This program is partially funded by a grant from First 5 El Dorado.

### Law Library

This division represents the County's contribution to the Law Library for rent, custodial services, and utilities. Other expenses associated with the Law Library are funded with court filing fees and administered by the County Law Library Board.

### Libraries

#### *Cameron Park Library*

Provides access to library materials and collections, public computers, reference and research assistance, and adult and children's programs that promote education and literacy. Maintains collection of 66,000 books and other items, and circulates 140,000 items annually. Open five days per week. Revenue sources are library assessments, fines and fees, donations, and fund balance.

*El Dorado Hills Library*

Provides access to library materials and collections, public computers, reference and research assistance, and adult and children's programs that promote education and literacy. Maintains collection of 70,000 books and other items, and circulates 203,000 items annually. Open six days per week. Revenue sources are library taxes, fines and fees, donations, and fund balance.

*Georgetown Library*

Provides access to library materials and collections, public computers, reference and research assistance, and children's programs that promote education and literacy. Maintains collection of 23,000 books and other items, and circulates 35,000 items annually. Open five days per week. Revenue sources are library taxes, fines and fees, donations, and fund balance.

*Main Library – Placerville*

Provides access to library materials and collections, public computers, reference and research assistance, and adult and children's programs that promote education and literacy. Maintains collection of 133,000 books and other items, and circulates 270,000 items annually. Open five days per week. Revenue sources are fines and fees, donations, and fund balance.

*Pollock Pines Library*

Provides access to library materials and collections, public computers, reference and research assistance, and children's programs that promote education and literacy. Maintains collection of 15,000 books and other items, and circulates 22,000 items annually. Open three days per week. Revenue sources are fines and fees, and donations.

*South Lake Tahoe Library*

Provides access to library materials and collections, public computers, reference and research assistance, and adult and children's programs that promote education and literacy. Maintains collection of 60,000 books and other items, and circulates 130,000 items annually. Open five days per week. Revenue sources are library taxes, fines and fees, donations, and fund balance.

Museum

Provides public access to a large collection of exhibits, artifacts and documents related to El Dorado County. Open six days per week. Revenues are from entrance fees and the sale of historical books and photographs. Volunteers are used extensively to provide access to the museum and for historical research.



# Library & Museum

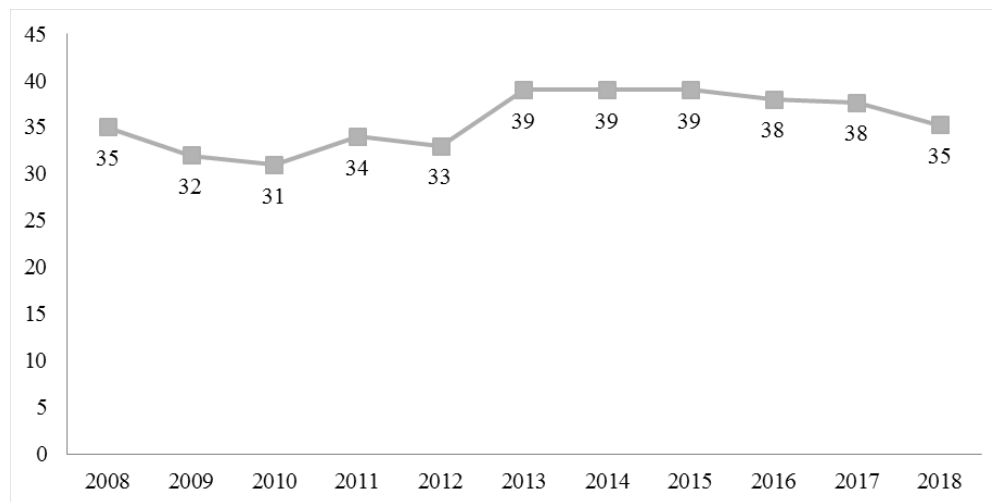
RECOMMENDED BUDGET • FY 2017 - 18

## BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Administration & Support	\$ 783,561	\$ -	\$ 783,561	7.15
Bookmobile	\$ 4,274	\$ -	\$ 4,274	0.25
First 5 Early Literacy Program	\$ 263,000	\$ 263,000	\$ -	4
Law Library	\$ 35,010	\$ -	\$ 35,010	0
<b>Libraries</b>				
Cameron Park Library	\$ 858,975	\$ 847,408	\$ 11,567	4.1
El Dorado Hills Library	\$ 1,210,831	\$ 1,204,615	\$ 6,216	4.95
Georgetown Library	\$ 330,056	\$ 270,755	\$ 59,301	1.2
Main Library – Placerville	\$ 687,626	\$ 284,281	\$ 403,345	6.3
Pollock Pines Library	\$ 69,089	\$ 13,902	\$ 55,187	0.95
South Lake Tahoe Library	\$ 1,223,655	\$ 1,194,987	\$ 28,668	5.35
Museum	\$ 203,245	\$ 41,000	\$ 162,245	1
<b>Total</b>	<b>\$ 5,669,322</b>	<b>\$ 4,119,948</b>	<b>\$ 1,549,374</b>	<b>35.25</b>

## STAFFING TREND

Staffing for the Library was reduced from 37.65 FTEs to 35.25 FTEs in FY 2017-18 due to the deletion of 2.4 vacant FTEs.



## RECOMMENDED BUDGET

This Budget is recommended at \$5,669,322. The Recommended Budget reflects a decrease in revenue of \$384,986 (9%) and a decrease in appropriations of \$280,708 (5%) when compared to the FY 2016-17 Adopted Budget.

Net County Cost is recommended at \$1,549,374. The overall budget represents a small increase in Net County Cost, \$4,667, when compared to the FY 2016-17 Adopted Budget.

This represents a status quo budget, as no services are increasing, and the changes in costs are associated with a \$124,051 decrease in cost of salaries and benefits, as well as a \$160,523 decrease in the cost of services and supplies due to decreased costs of computer equipment to connect to CENIC, decreased book expenditures, and decreased expenses required to fund upfront costs of improved public Internet.

# Library & Museum

## RECOMMENDED BUDGET • FY 2017 - 18

### Sources & Uses of Funds

The Department is primarily funded with discretionary General Fund revenue and special revenue funds, including \$1,505,984 from CSA 10, with smaller amounts of revenue from state grant funds, charges for services, and operating transfers.

### FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 60 LIBRARY

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
0400	600	1,000	0	0	-1,000
0420	2,200	2,100	2,650	2,650	550
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	2,800	3,100	2,650	-450
0880	ST: OTHER	327,750	263,000	263,000	0
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	327,750	263,000	263,000	0
1100	FED: OTHER	52,412	26,206	0	-26,206
<b>CLASS: 10</b>	<b>REV: FEDERAL</b>	52,412	26,206	0	-26,206
1700	LIBRARY SERVICES	94,450	95,850	92,700	-3,150
1701	LIBRARY SVCS - VIDEO RENTAL	44,000	45,300	44,300	-1,000
1702	LIBRARY SVCS - COMP LAB PRINTING	15,900	13,500	16,100	2,600
1703	LIBRARY SVCS - MICROFILM	25	100	50	-50
1704	LIBRARY SVCS - COPY MACHINE	500	2,375	450	-1,925
1705	LIBRARY SVCS - LOST & PAID BOOKS	7,900	7,950	7,775	-175
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	162,775	165,075	161,375	-3,700
1940	MISC: REVENUE	7,000	71,190	47,095	-24,095
1943	MISC: DONATION	67,239	65,500	38,500	-27,000
1954	MISC DONATIONS: FRIENDS OF LIBRARY	107,318	124,320	67,500	-56,820
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	181,557	261,010	153,095	-107,915
2020	OPERATING TRANSFERS IN	1,417,140	1,659,575	1,512,471	-147,104
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	1,417,140	1,659,575	1,512,471	-147,104
<b>TYPE: R SUBTOTAL</b>	2,144,434	2,377,966	2,092,591	2,092,591	-285,375
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
3000	PERMANENT EMPLOYEES / ELECTED	1,663,537	1,891,499	1,725,477	-166,022
3001	TEMPORARY EMPLOYEES	0	0	43,300	43,300
3005	TAHOE DIFFERENTIAL	15,600	15,600	15,600	0
3006	BILINGUAL PAY	4,680	4,680	4,680	0
3020	RETIREMENT EMPLOYER SHARE	417,333	418,333	417,133	-1,200
3022	MEDI CARE EMPLOYER SHARE	23,914	23,914	24,221	307
3040	HEALTH INSURANCE EMPLOYER	416,380	416,380	441,235	24,855
3042	LONG TERM DISABILITY EMPLOYER	4,611	4,611	4,619	8
3043	DEFERRED COMPENSATION EMPLOYER	3,697	3,697	3,683	-14
3046	RETIREE HEALTH: DEFINED	39,615	39,615	43,117	3,502
3060	WORKERS' COMPENSATION EMPLOYER	70,161	70,161	41,374	-28,787
3080	FLEXIBLE BENEFITS	12,000	12,000	12,000	0
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	2,671,528	2,900,490	2,776,439	-124,051

# Library & Museum

RECOMMENDED BUDGET • FY 2017 - 18

## FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 60 LIBRARY

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD	
4041	COUNTY PASS THRU TELEPHONE CHARGES	14,360	4,970	13,550	13,550	8,580
4044	CABLE/INTERNET SERVICE	13,200	71,190	52,826	52,826	-18,364
4081	PAPER GOODS	1,527	1,750	1,500	1,500	-250
4085	REFUSE DISPOSAL	4,880	4,975	5,000	5,000	25
4086	JANITORIAL / CUSTODIAL SERVICES	31,316	29,520	31,740	31,740	2,220
4100	INSURANCE: PREMIUM	16,265	16,265	11,494	11,494	-4,771
4140	MAINT: EQUIPMENT	15,750	17,750	15,750	15,750	-2,000
4141	MAINT: OFFICE EQUIPMENT	1,664	1,664	0	0	-1,664
4144	MAINT: COMPUTER	60,409	59,759	61,423	61,423	1,664
4180	MAINT: BUILDING & IMPROVEMENTS	300	300	0	0	-300
4220	MEMBERSHIPS	4,975	4,600	5,630	5,630	1,030
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	1,400	1,415	1,425	1,425	10
4260	OFFICE EXPENSE	28,650	32,300	30,200	30,200	-2,100
4261	POSTAGE	4,909	5,325	5,300	5,300	-25
4266	PRINTING / DUPLICATING SERVICES	2,750	2,750	3,500	3,500	750
4267	ON-LINE SUBSCRIPTIONS	63,000	68,000	64,000	64,000	-4,000
4300	PROFESSIONAL & SPECIALIZED SERVICES	38,375	39,840	56,500	56,500	16,660
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	1,100	1,200	1,050	1,050	-150
4400	PUBLICATION & LEGAL NOTICES	45	155	155	155	0
4420	RENT & LEASE: EQUIPMENT	11,660	9,600	11,800	11,800	2,200
4421	RENT & LEASE: SECURITY SYSTEM	7,631	7,432	6,128	6,128	-1,304
4440	RENT & LEASE: BUILDING &	53,784	52,800	54,686	54,686	1,886
4461	EQUIP: MINOR	67,300	68,500	42,500	42,500	-26,000
4462	EQUIP: COMPUTER	1,200	1,250	3,250	3,250	2,000
4500	SPECIAL DEPT EXPENSE	166,710	119,300	34,445	34,445	-84,855
4501	SPECIAL PROJECTS	8,500	8,500	7,500	7,500	-1,000
4503	STAFF DEVELOPMENT	3,689	3,800	1,800	1,800	-2,000
4508	SNOW REMOVAL	500	500	500	500	0
4516	LIBRARY: CIRCULATING LIBRARY BOOKS	133,635	137,170	102,691	102,691	-34,479
4517	LIBRARY: AUDIO	28,400	28,900	19,250	19,250	-9,650
4518	LIBRARY: SUBSCRIPTIONS	18,850	19,125	19,125	19,125	0
4519	LIBRARY: MICROFILM PURCHASE	3,375	3,225	3,225	3,225	0
4529	SOFTWARE LICENSE	2,400	1,200	0	0	-1,200
4540	STAFF DEVELOPMENT (NOT 1099)	1,500	1,500	1,500	1,500	0
4542	LIBRARY: VIDEO	15,000	15,000	15,000	15,000	0
4600	TRANSPORTATION & TRAVEL	1,585	4,660	2,600	2,600	-2,060
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	10,077	7,796	5,370	5,370	-2,426
4605	RENT & LEASE: VEHICLE	1,000	1,350	1,250	1,250	-100
4606	FUEL PURCHASES	820	1,900	1,250	1,250	-650
4608	HOTEL ACCOMMODATIONS	0	0	600	600	600
4620	UTILITIES	138,775	140,100	141,300	141,300	1,200
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>981,266</b>	<b>997,336</b>	<b>836,813</b>	<b>836,813</b>	<b>-160,523</b>	
5300	INTERFND: SERVICE BETWEEN FUND	2,000	2,000	2,000	2,000	0
<b>CLASS: 50 OTHER CHARGES</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>	
6042	FIXED ASSET: COMPUTER SYSTEM	11,500	0	0	0	0
<b>CLASS: 60 FIXED ASSETS</b>	<b>11,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
7210	INTRAFND: COLLECTIONS	2,500	2,500	2,500	2,500	0
7223	INTRAFND: MAIL SERVICE	14,088	14,088	14,028	14,028	-60
7224	INTRAFND: STORES SUPPORT	3,159	3,159	5,585	5,585	2,426
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	3,100	3,100	4,600	4,600	1,500
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>22,847</b>	<b>22,847</b>	<b>26,713</b>	<b>26,713</b>	<b>3,866</b>	
<b>TYPE: E SUBTOTAL</b>	<b>3,689,141</b>	<b>3,922,673</b>	<b>3,641,965</b>	<b>3,641,965</b>	<b>-280,708</b>	
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>1,544,707</b>	<b>1,544,707</b>	<b>1,549,374</b>	<b>1,549,374</b>	<b>4,667</b>	

Library & Museum  
RECOMMENDED BUDGET • FY 2017 - 18

FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
DEPARTMENT: 60 LIBRARY

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0175	TAX: SPECIAL TAX	1,015,500	996,000	1,019,000	1,019,000	23,000
<b>CLASS: 01</b>	<b>REV: TAXES</b>	1,015,500	996,000	1,019,000	1,019,000	23,000
0360	PENALTY & COST DELINQUENT TAXES	7,800	8,800	10,500	10,500	1,700
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp;</b>	7,800	8,800	10,500	10,500	1,700
0400	REV: INTEREST	5,300	4,200	5,100	5,100	900
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	5,300	4,200	5,100	5,100	900
1310	SPECIAL ASSESSMENTS	244,973	242,185	245,185	245,185	3,000
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	244,973	242,185	245,185	245,185	3,000
0001	FUND BALANCE	875,783	875,783	747,572	747,572	-128,211
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	875,783	875,783	747,572	747,572	-128,211
<b>TYPE: R SUBTOTAL</b>		2,149,356	2,126,968	2,027,357	2,027,357	-99,611
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
5300	INTERFND: SERVICE BETWEEN FUND	974	0	0	0	0
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	974	0	0	0	0
7000	OPERATING TRANSFERS OUT	1,400,810	1,631,575	1,496,471	1,496,471	-135,104
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	1,400,810	1,631,575	1,496,471	1,496,471	-135,104
7700	APPROPRIATION FOR CONTINGENCIES	747,572	495,393	530,886	530,886	35,493
<b>CLASS: 77</b>	<b>APPROPRIATION FOR</b>	747,572	495,393	530,886	530,886	35,493
<b>TYPE: E SUBTOTAL</b>		2,149,356	2,126,968	2,027,357	2,027,357	-99,611
<b>FUND TYPE: 12</b>	<b>SUBTOTAL</b>	0	0	0	0	0
<b>DEPARTMENT: 60</b>	<b>SUBTOTAL</b>	1,544,707	1,544,707	1,549,374	1,549,374	4,667

# Library & Museum

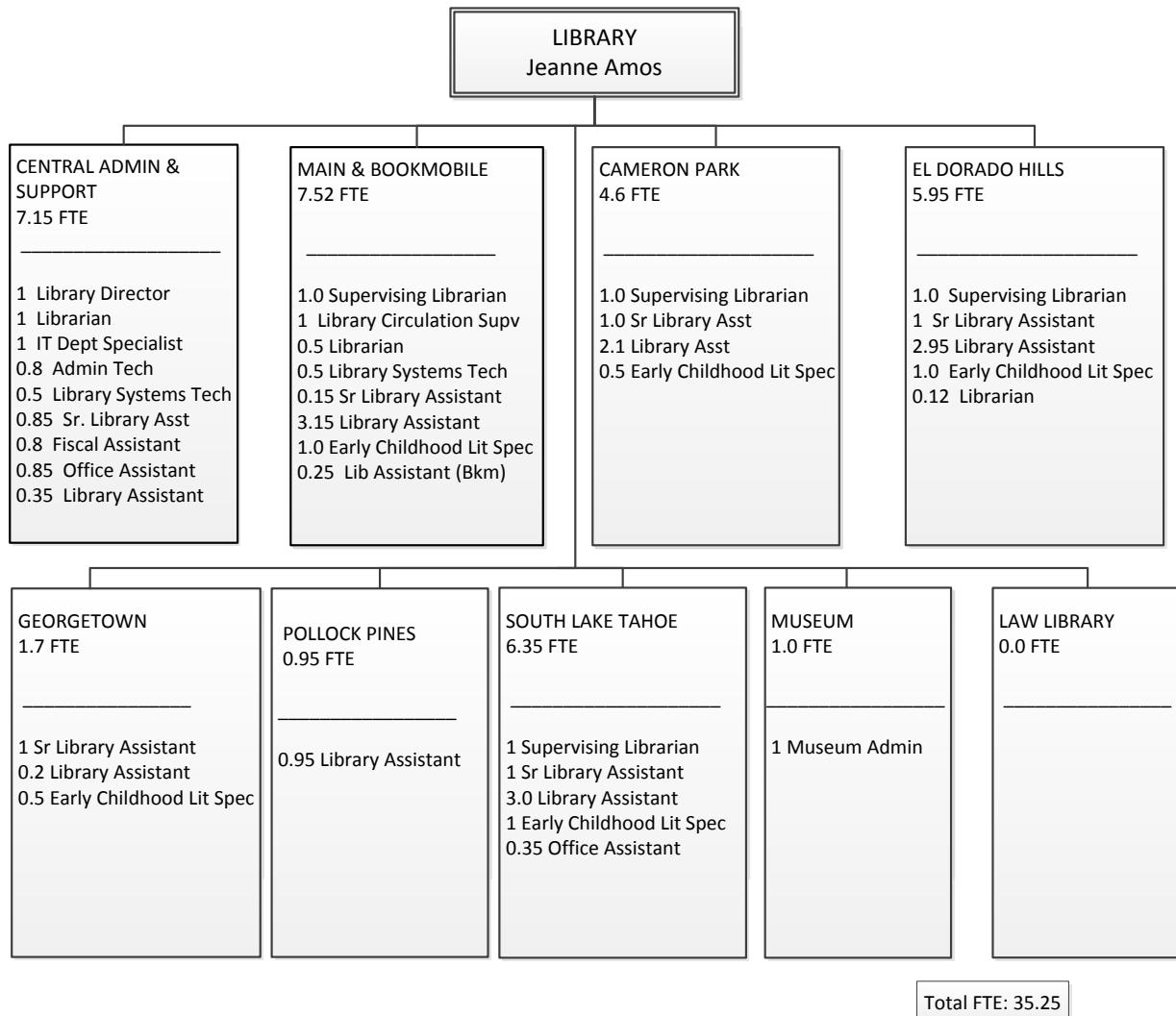
RECOMMENDED BUDGET • FY 2017 - 18

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## PERSONNEL ALLOCATION

Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
Director of Library Services	1.00	1.00	1.00	-
Administrative Technician	0.80	0.80	0.80	-
Early Childhood Literacy Specialist	4.00	4.00	4.00	-
Fiscal Assistant I/II	0.80	0.80	0.80	-
IT Department Specialist	1.00	1.00	1.00	-
Librarian I/II	1.50	1.50	1.50	-
Library Assistant I/II	13.15	12.95	12.95	(0.20)
Library Circulation Supervisor	1.00	1.00	1.00	-
Library Systems Technician	1.00	1.00	1.00	-
Museum Administrator	1.00	1.00	1.00	-
Office Assistant I/II	1.50	1.20	1.20	(0.30)
Sr. Library Assistant	6.90	5.00	5.00	(1.90)
Supervising Librarian	4.00	4.00	4.00	-
<b>Department Total</b>	<b>37.65</b>	<b>35.25</b>	<b>35.25</b>	<b>(2.40)</b>

ORGANIZATIONAL CHART





MISSION

The mission of Veteran Affairs is to assist veterans with any facet of their military experience and the administration of laws resulting from such service as well as to assist their dependents and survivors through entitlement assistance and successful litigation of claims to the U.S. Government.

DEPARTMENT BUDGET SUMMARY

	15/16 Actuals	16/17 Budget	17/18 Dept Requested	17/18 CAO Recommend	Change from Budget to Recommend	% Change
State	\$ 46,524	\$ 46,000	\$ 54,000	\$ 54,000	\$ 8,000	17%
Federal	\$ 1,169	\$ 1,164	\$ 7,367	\$ 7,367	\$ 6,203	533%
Other Financing Sources	\$ -	\$ 32,429	\$ 23,442	\$ 23,442	\$ (8,987)	-28%
<b>Total Revenue</b>	<b>\$ 47,693</b>	<b>\$ 79,593</b>	<b>\$ 84,809</b>	<b>\$ 84,809</b>	<b>\$ 5,216</b>	<b>7%</b>
Salaries and Benefits	\$ 395,507	\$ 451,035	\$ 447,406	\$ 422,242	\$ (28,793)	-6%
Services & Supplies	\$ 72,428	\$ 83,415	\$ 81,906	\$ 81,906	\$ (1,509)	-2%
Intrafund Transfers	\$ 4,357	\$ 15,408	\$ 5,313	\$ 4,719	\$ (10,689)	-69%
<b>Total Appropriations</b>	<b>\$ 472,292</b>	<b>\$ 549,858</b>	<b>\$ 534,625</b>	<b>\$ 508,867</b>	<b>\$ (40,991)</b>	<b>-7%</b>
<b>Net County Cost</b>	<b>\$ 424,599</b>	<b>\$ 470,265</b>	<b>\$ 449,816</b>	<b>\$ 424,058</b>	<b>\$ (46,207)</b>	<b>-10%</b>
FTEs	5	5	6	5	0	0%

MAJOR BUDGET CHANGES

Revenue

*Intergovernmental*

\$8,000 Increase in California Department of Veteran Affairs (Cal-Vet) administration funding based on current trend. This funding is for administration and training, and is distributed to counties based on a pro-rata basis using allowable subvention workload units according to the California Military and Veteran Code (CMVC) § 972.1.

\$6,203 Increase in Federal Medi-Cal based on current trend. The Federal Department of Veteran Affairs obtains matching funds to contribute toward expenses of county Veteran Services Officers on a pro-rata basis for Medi-Cal related activities under CMVC § 972.5.

*Other Financing Sources*

(\$8,987) Decrease in transfer from the Veterans License Plate Program under CMVC § 972.2 based upon updated CVSO cost estimates. The amount being transferred in from the License Plate Program totals \$23,442 and will offset specific costs related to extra office help and veteran outreach objectives such as brochures, advertising, logo design, and computer monitor upgrades.



# Veteran Affairs

RECOMMENDED BUDGET • FY 2017 - 18

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## Appropriations

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### *Salaries and Benefits*

(\$28,793) General decreases based on on-going staff cost changes, and a reduction in Temporary Employees expense.

### *Intra-fund Transfers*

(\$10,689) Decreases attributed to adjustments to bring budget in line with actuals for charges from other departments such as mail service and building maintenance.

## PROGRAM SUMMARY

Staff provides information, benefit counseling, application assistance, case management, intercession and appellate advocacy with any facet of State and Federal law providing for the relief and assistance of persons who served in the military as well as for their dependents and survivors. Assistance may include home loans, pension, compensation, insurance, medical and domiciliary care, education programs, work study, veterans preference, survivors benefits, military retirement benefits, and many others.

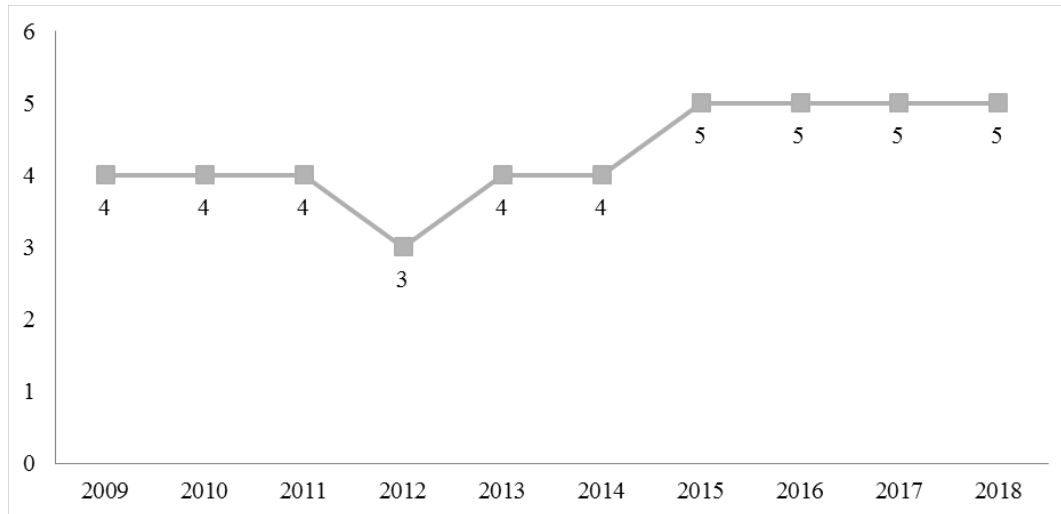
This program also provides community based coordination and delivery of federal and state programs providing relief for chronically homeless veterans and their survivors caused by disability or death, as well as providing services that ensure the re-assimilation of returning war veterans, the rehabilitation of wounded, and when necessary, limited coordination and assistance in the return and burial of the dead. Staff must be trained and knowledgeable in all aspects of Title 38 United States Code (U.S.C.), much of Title 10 U.S.C., the California Military and Veterans Code and changing legislation. Staff also provides administrative support to the Commission on Veterans Affairs, payment coordination associated with the Veterans Memorial Building and coordination between the County and the various veterans' organizations in the community.

## BUDGET SUMMARY BY PROGRAM

	<b>Appropriations</b>	<b>Revenues</b>	<b>Net County Cost</b>	<b>Staffing</b>
Veteran Affairs	\$ 508,867	\$ 84,809	\$ 424,058	5
<b>Total</b>	<b>\$ 508,867</b>	<b>\$ 84,809</b>	<b>\$ 424,058</b>	<b>5</b>

STAFFING TREND

The proposed staff allocation for FY 2017-18 remains at 5 FTEs.



RECOMMENDED BUDGET

This Budget is recommended at \$508,867. The Recommended Budget reflects an increase in revenue of \$5,216 (7%) and a decrease in appropriations of \$40,991 (7%) when compared to the FY 2016-17 Adopted Budget.

Total Net County Cost is recommended at \$424,058. Overall, Net County Cost is decreasing by \$46,207 (10%).

The Recorder-Clerk/Registrar of Voters continues to act as the department head for Veteran Affairs.

CAO Adjustments

Salary and Benefit costs have been decreased by \$25,164 to reflect updated projections for recent hires for the positions of Veteran Service Officer (VSO) and Senior Veteran Service Representative.

The Department requested the addition of an Office Assistant I position to help provide clerical support (67%) as well as enhanced outreach (33%). This supplemental request is not recommended at this time.

Extra Help is recommended to be funded by the Vehicle License Plate Program.

Sources & Uses of Funds

The department is primarily funded with discretionary General Fund revenue. These revenues are collected in Department 15 – General Fund Other Operations.

The department also plans to transfer \$23,442 from a special revenue fund established under CMVC § 972.2 for the collection of special interest license plate fees. These funds will be used to pay for Extra Help and operating costs related to Veteran outreach programs.

# Veteran Affairs

RECOMMENDED BUDGET • FY 2017 - 18

## FINANCIAL INFORMATION BY FUND TYPE

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 51 VETERAN AFFAIRS

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
0800 ST: VETERANS' AFFAIRS	61,795	46,000	54,000	54,000	8,000
<b>CLASS: 05 REV: STATE INTERGOVERNMENTAL</b>	61,795	46,000	54,000	54,000	8,000
1107 FED: MEDI CAL	3,414	1,164	7,367	7,367	6,203
<b>CLASS: 10 REV: FEDERAL</b>	3,414	1,164	7,367	7,367	6,203
2020 OPERATING TRANSFERS IN	32,429	32,429	23,442	23,442	-8,987
<b>CLASS: 20 REV: OTHER FINANCING SOURCES</b>	32,429	32,429	23,442	23,442	-8,987
<b>TYPE: R SUBTOTAL</b>	97,638	79,593	84,809	84,809	5,216
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	196,563	269,101	281,677	256,513	-12,588
3001 TEMPORARY EMPLOYEES	25,298	40,228	17,642	17,642	-22,586
3004 OTHER COMPENSATION	16,838	15,000	0	0	-15,000
3020 RETIREMENT EMPLOYER SHARE	47,117	61,301	62,696	62,696	1,395
3022 MEDI CARE EMPLOYER SHARE	3,515	3,902	4,085	4,085	183
3040 HEALTH INSURANCE EMPLOYER	49,051	46,421	66,801	66,801	20,380
3042 LONG TERM DISABILITY EMPLOYER	673	673	704	704	31
3046 RETIREE HEALTH: DEFINED	5,261	5,261	5,726	5,726	465
3060 WORKERS' COMPENSATION EMPLOYER	3,148	3,148	2,075	2,075	-1,073
3080 FLEXIBLE BENEFITS	6,000	6,000	6,000	6,000	0
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	353,464	451,035	447,406	422,242	-28,793
4040 TELEPHONE COMPANY VENDOR	277	0	733	733	733
4041 COUNTY PASS THRU TELEPHONE CHARGES	1,239	1,239	1,310	1,310	71
4080 HOUSEHOLD EXPENSE	50	50	0	0	-50
4085 REFUSE DISPOSAL	6,801	6,761	6,919	6,919	158
4086 JANITORIAL / CUSTODIAL SERVICES	5,880	5,880	4,380	4,380	-1,500
4100 INSURANCE: PREMIUM	5,835	5,835	3,793	3,793	-2,042
4101 INSURANCE: ADDITIONAL LIABILITY	777	1,300	1,494	1,494	194
4140 MAINT: EQUIPMENT	186	186	186	186	0
4143 MAINT: SERVICE CONTRACT	1,000	1,000	0	0	-1,000
4160 VEH MAINT: SERVICE CONTRACT	230	230	230	230	0
4163 VEH MAINT: INVENTORY	75	75	75	75	0
4180 MAINT: BUILDING & IMPROVEMENTS	193	200	0	0	-200
4197 MAINTENANCE BUILDING: SUPPLIES	0	0	200	200	200
4220 MEMBERSHIPS	2,000	2,000	2,000	2,000	0
4260 OFFICE EXPENSE	3,000	3,000	3,000	3,000	0
4261 POSTAGE	506	1,073	500	500	-573
4263 SUBSCRIPTION / NEWSPAPER / JOURNALS	134	208	208	208	0
4264 BOOKS / MANUALS	430	430	490	490	60
4266 PRINTING / DUPLICATING SERVICES	500	500	650	650	150
4300 PROFESSIONAL & SPECIALIZED SERVICES	6,024	6,024	3,172	3,172	-2,852
4324 MEDICAL,DENTAL,LAB & AMBULANCE SRV	150	200	0	0	-200

FINANCIAL INFORMATION BY FUND TYPE

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 51 VETERAN AFFAIRS

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE CURR YR CAO RECMD
4400 PUBLICATION & LEGAL NOTICES	350	350	0	0	-350
4420 RENT & LEASE: EQUIPMENT	5,868	5,868	5,868	5,868	0
4461 EQUIP: MINOR	999	1,500	1,500	1,500	0
4462 EQUIP: COMPUTER	0	0	3,410	3,410	3,410
4500 SPECIAL DEPT EXPENSE	0	0	1,250	1,250	1,250
4529 SOFTWARE LICENSE	335	335	0	0	-335
4540 STAFF DEVELOPMENT (NOT 1099)	1,900	1,600	1,800	1,800	200
4600 TRANSPORTATION & TRAVEL	3,062	3,062	3,817	3,817	755
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	473	641	750	750	109
4604 MILEAGE: VOLUNTEER PRIVATE AUTO	1,882	3,238	3,238	3,238	0
4605 RENT & LEASE: VEHICLE	2,111	2,197	2,300	2,300	103
4606 FUEL PURCHASES	512	1,050	750	750	-300
4608 HOTEL ACCOMMODATIONS	2,500	2,500	3,000	3,000	500
4620 UTILITIES	24,883	24,883	24,883	24,883	0
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>80,162</b>	<b>83,415</b>	<b>81,906</b>	<b>81,906</b>	<b>-1,509</b>
7223 INTRAFND: MAIL SERVICE	2,825	2,825	2,669	2,669	-156
7227 INTRAFND: MAINFRAME SUPPORT	1,748	1,748	0	0	-1,748
7229 INTRAFND: PC SUPPORT	1,800	1,800	0	0	-1,800
7231 INTRAFND: IS PROGRAMMING SUPPORT	1,144	1,144	1,144	550	-594
7232 INTRAFND: MAINT BLDG & IMPROVMNTS	3,500	3,500	1,500	1,500	-2,000
7234 INTRAFND: NETWORK SUPPORT	4,391	4,391	0	0	-4,391
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>15,408</b>	<b>15,408</b>	<b>5,313</b>	<b>4,719</b>	<b>-10,689</b>
<b>TYPE: E SUBTOTAL</b>	<b>449,034</b>	<b>549,858</b>	<b>534,625</b>	<b>508,867</b>	<b>-40,991</b>
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>351,396</b>	<b>470,265</b>	<b>449,816</b>	<b>424,058</b>	<b>-46,207</b>
<b>DEPARTMENT: 51 SUBTOTAL</b>	<b>351,396</b>	<b>470,265</b>	<b>449,816</b>	<b>424,058</b>	<b>-46,207</b>

PERSONNEL ALLOCATION

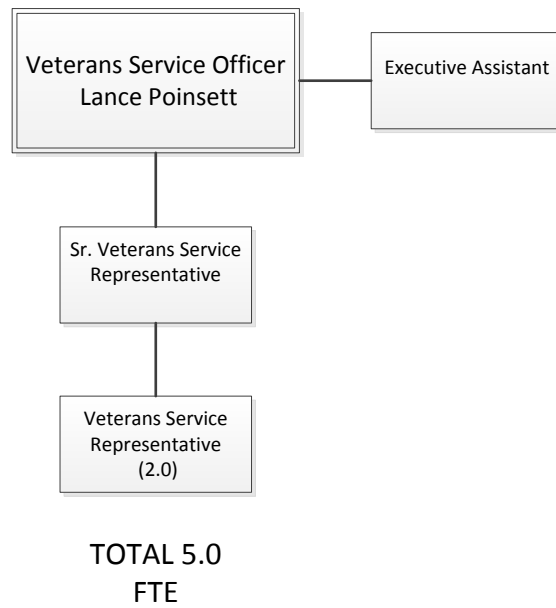
Classification Title	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recm'd	Diff from Adjusted
Veterans Service Officer	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	-
Office Assistant I/II	-	1.00	-	-
Sr. Veterans Service Representative	1.00	1.00	1.00	-
Veterans Service Representative	2.00	2.00	2.00	-
<b>Department Total</b>	<b>5.00</b>	<b>6.00</b>	<b>5.00</b>	<b>-</b>

# Veteran Affairs

RECOMMENDED BUDGET • FY 2017 - 18

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## ORGANIZATIONAL CHART



# FIXED ASSETS

Recommended Budget Fixed Assets FY 2017-18

Department Name	Sub-Object	Qty	Item Description	Unit Cost	Total Cost
<b><i>Fund Type 10: General Fund</i></b>					
<b><u>Assessor</u></b>	6040	6	Modular workstations	\$	28,000
				<b>Assessor Total</b>	<b>\$ 28,000</b>
<b><u>Chief Administrative Office</u></b>	6040	4	Truck tool box	\$ 5,000	\$ 20,000
				<b>Chief Administrative Office Total</b>	<b>\$ 20,000</b>
<b><u>Health and Human Services Agency</u></b>					
<b>Administration &amp; Finance</b>	6040	1	Pod buildout and design	\$ 30,000	\$ 30,000
	6040	1	Security upgrades	\$ 6,000	\$ 6,000
	6040	1	Tenant improvements	\$ 6,000	\$ 6,000
	6040	1	Security equipment	\$ 5,000	\$ 5,000
				<b>Administration &amp; Finance Total</b>	<b>\$ 47,000</b>
<b>Public Health</b>	6040	2	Dog box	\$ 35,000	\$ 70,000
				<b>Public Health Total</b>	<b>\$ 70,000</b>
				<b>Health and Human Services Agency Total</b>	<b>\$ 117,000</b>
<b><u>Information Technologies</u></b>	6042	2	Load balancer	\$ 33,500	\$ 67,000
	6042	1	Core switch replacement	\$ 120,000	\$ 120,000
	6042	1	Vault	\$ 36,000	\$ 36,000
	6042	3	Firewall	\$ 31,600	\$ 94,800
	6042	14	Server blade	\$ 14,300	\$ 200,200
	6042	10	VDI server blade	\$ 20,000	\$ 200,000
	6042	4	Blade switch	\$ 12,000	\$ 60,000
				<b>Information Technologies Total</b>	<b>\$ 778,000</b>
<b><u>Probation</u></b>	6040	1	Dishwasher	\$ 12,814	\$ 12,814
				<b>Probation Total</b>	<b>\$ 12,814</b>
<b><u>Public Defender</u></b>	6042	2	Smartboard	\$ 12,000	\$ 12,000
				<b>Public Defender Total</b>	<b>\$ 12,000</b>
<b><u>Recorder-Clerk / Registrar of Voters</u></b>	6040	1	Camera audit system	\$ 14,547	\$ 14,547
				<b>Recorder-Clerk / Registrar of Voters Total</b>	<b>\$ 14,547</b>

# FIXED ASSETS

Recommended Budget Fixed Assets FY 2017-18

Department Name	Sub-Object	Qty	Item Description	Unit Cost	Total Cost
<b><u>Sheriff</u></b>					
	6042	2	File server	\$ 18,000	\$ 36,000
	6042	1	VDI virtual desktop expansion server	\$ 42,000	\$ 42,000
	6042	3	VM replacement and upgrade	\$ 15,000	\$ 45,000
	6042	2	Camera system and storage	\$ 30,000	\$ 60,000
	6042	1	Data storage array	\$ 45,000	\$ 45,000
	6042	2	Video storage	\$ 45,000	\$ 90,000
	6040	40	Multi-band radio	\$ 5,000	\$ 200,000
	6040	1	Truck	\$ 33,000	\$ 33,000
	6042	1	Live Scan machine	\$ 19,000	\$ 19,000
	6040	2	Swiftwater raft	\$ 5,690	\$ 11,380
	6040	2	SCBA kit	\$ 7,000	\$ 14,000
	6040	11	Night vision device	\$ 4,155	\$ 45,700
	6040	1	Throw phone	\$ 10,918	\$ 10,918
	6020	1	Jail visit room	\$ 150,000	\$ 150,000
	6040	1	Freezer	\$ 115,000	\$ 115,000
	6040	1	Hot box	\$ 8,000	\$ 8,000
	6040	1	Fryer	\$ 7,500	\$ 7,500
	6040	1	Metal detector	\$ 11,000	\$ 11,000
	6040	1	Metal detector	\$ 15,000	\$ 15,000
	6042	1	Camera project	\$ 35,000	\$ 35,000
	6020	1	Camera project	\$ 35,000	\$ 35,000
	6045	1	Replacement jeep	\$ 46,000	\$ 46,000
			<b>Sheriff Total</b>	<b>\$</b>	<b>1,074,498</b>
<b><u>Treasurer-Tax Collector</u></b>					
	6040	1	Folder/Inserter	\$ 12,000	\$ 12,000
			<b>Treasurer-Tax Collector Total</b>	<b>\$</b>	<b>12,000</b>
			<b>Fund Type 10: General Fund Total</b>	<b>\$</b>	<b>2,068,859</b>
<b><i>Fund Type 11: Special Revenue Funds</i></b>					
<b><u>Transportation</u></b>					
	6040	4	Radar detection system w/CAT 5 cable	\$ 9,250	\$ 37,000
	6040	1	Dump/Swap loader cab & chassis 4x4	\$ 215,723	\$ 215,723
	6040	1	Utility bed for bridge truck	\$ 27,000	\$ 27,000
	6040	1	Dump/swap loader cab & chasis 4x4	\$ 220,000	\$ 220,000
	6040	4	Pedestrian/bicycle counters	\$ 9,000	\$ 36,000
	6040	2	Radio repeaters	\$ 9	\$ 18,000
			<b>Transportation Total</b>	<b>\$</b>	<b>553,723</b>
<b><u>Health and Human Services Agency</u></b>					
<b>Human Services</b>					
	6040	1	Fast freezer	\$ 23,450	\$ 23,450
	6040	1	Stove/Oven	\$ 7,000	\$ 7,000
			<b>Human Services Total</b>	<b>\$</b>	<b>30,450</b>

# FIXED ASSETS

Recommended Budget Fixed Assets FY 2017-18

Department Name	Sub-Object	Qty	Item Description	Unit Cost	Total Cost
<b>Behavioral Health</b>					
	6040	2	PHF Appliance/Furniture	\$ 5,000	\$ 10,000
				<b>Behavioral Health Total</b>	<b>\$ 10,000</b>
<b>Public Health</b>					
	6040	1	ePCR system	\$ 350,000	\$ 350,000
				<b>Public Health Total</b>	<b>\$ 350,000</b>
				<b>Health and Human Services Agency Total</b>	<b>\$ 390,450</b>
				<b>Fund Type 11: Special Revenue Funds Total</b>	<b>\$ 944,173</b>
<b><i>Fund Type 12: Special Revenue Funds: Districts</i></b>					
<b><u>Environmental Management</u></b>					
	6040	1	Variable frequency drive	\$ 10,000	\$ 10,000
	6040	1	Tempered eyewash shower unit	\$ 45,000	\$ 45,000
	6040	2	Sludge box	\$ 7,500	\$ 15,000
	6040	3	Dewatering box	\$ 11,670	\$ 35,010
	6040	2	Polymer injection system	\$ 12,500	\$ 25,000
	6040	1	Blower	\$ 25,000	\$ 25,000
	6045	1	Truck, 4WD full size, extra cab	\$ 65,000	\$ 65,000
				<b>Environmental Management Total</b>	<b>\$ 220,010</b>
				<b>Fund Type 12: Special Revenue Funds: Districts Total</b>	<b>\$ 220,010</b>
<b><i>Fund Type 13: Capital Project Fund</i></b>					
<b><u>Chief Administrative Office</u></b>					
	6042		FENIX Project and Property Tax System	\$	3,710,132
				<b>Chief Administrative Office Total</b>	<b>\$ 3,710,132</b>
				<b>Fund Type 13: Capital Project Fund Total</b>	<b>\$ 3,710,132</b>
<b><i>Fund Type 32: Internal Service Fund</i></b>					
<b><u>Transportation</u></b>					
	6045	41	Replacement fleet vehicles	\$	1,287,000
	6045	1	SLT Sheriff Sergeant vehicle	\$	50,000
	6045	1	Code Enforcement vehicle	\$	26,000
	6045	4	Probation Vehicles	\$	128,000
				<b>Transportation Total</b>	<b>\$ 1,491,000</b>
				<b>Fund Type 32: Internal Service Fund Total</b>	<b>\$ 1,491,000</b>
				<b>Grand Total</b>	<b>\$ 8,434,174</b>



Total Financing Sources					Total Financing Uses		
Fund Name	Fund Balance Unreserved/ Undesignated June 30, 2016 (estimated)	Decreases to Reserves/ Designations/ Net Assets	Additional Financing Sources	Total Available Sources	Financing Uses	Increases to Reserves/ Designations/ Net Assets	Total Financing Uses
1	2	3	4	5	6	7	8
<b>Governmental Funds</b>							
General	\$ 26,312,666	\$ 5,836,500	\$ 247,627,524	\$ 279,776,690	\$ 274,393,990	\$ 5,382,700	\$ 279,776,690
Special Revenue Funds	34,481,937	10,466,447	184,730,264	229,678,648	226,083,889	3,594,759	229,678,648
Capital Project Funds	1,453,554	3,635,969	21,664,945	26,754,468	26,754,468	-	26,754,468
Debt Service Funds	-	-	-	-	-	-	-
<b>Total Governmental Funds</b>	<b>\$ 62,248,157</b>	<b>\$ 19,938,916</b>	<b>\$ 454,022,733</b>	<b>\$ 536,209,806</b>	<b>\$ 527,232,347</b>	<b>\$ 8,977,459</b>	<b>\$ 536,209,806</b>
<b>Other Funds</b>							
Internal Service Funds	\$ -	\$ -	\$ 51,529,197	\$ 51,529,197	\$ 51,529,197	\$ -	\$ 51,529,197
Enterprise Funds	340,000	2,197,639	-	2,537,639	1,319,542	1,218,097	2,537,639
Special Districts and Other Agencies	18,371,150	126,247	29,918,103	48,415,500	47,559,453	856,047	48,415,500
<b>Total Other Funds</b>	<b>\$ 18,711,150</b>	<b>\$ 2,323,886</b>	<b>\$ 81,447,300</b>	<b>\$ 102,482,336</b>	<b>\$ 100,408,192</b>	<b>\$ 2,074,144</b>	<b>\$ 102,482,336</b>
<b>Total All Funds</b>	<b>\$ 80,959,307</b>	<b>\$ 22,262,802</b>	<b>\$ 535,470,033</b>	<b>\$ 638,692,142</b>	<b>\$ 627,640,539</b>	<b>\$ 11,051,603</b>	<b>\$ 638,692,142</b>

Total Financing Sources					Total Financing Uses		
Fund Name	Fund Balance Unreserved/ Undesignated June 30, 2017 (estimated)	Decreases to Reserves/ Designations	Additional Financing Sources	Total Available Sources	Financing Uses	Increases to Reserves/ Designations	Total Financing Uses
1	2	3	4	5	6	7	8
<b>General Fund</b>							
General	\$ 26,312,666	\$ 5,836,500	\$ 247,627,524	\$ 279,776,690	\$ 274,393,990	\$ 5,382,700	\$ 279,776,690
<b>Total General Fund</b>	<b>\$ 26,312,666</b>	<b>\$ 5,836,500</b>	<b>\$ 247,627,524</b>	<b>\$ 279,776,690</b>	<b>\$ 274,393,990</b>	<b>\$ 5,382,700</b>	<b>\$ 279,776,690</b>
<b>Special Revenue Funds</b>							
Erosion Control	\$ -		\$ 2,957,253	\$ 2,957,253	\$ 2,957,253	\$ -	\$ 2,957,253
Road Fund	2,817,839	-	71,416,008	74,233,847	74,233,847		74,233,847
County Road District Tax Fund	203,421	-	6,256,327	6,459,748	6,459,748		6,459,748
Special Aviation	-	-	20,030	20,030	20,030		20,030
Fish and Game	-	-	3,000	3,000	3,000		3,000
Community Services	592,500	-	7,131,549	7,724,049	7,599,049	125,000	7,724,049
Housing, Community & Econ Devlp	164,776	-	904,179	1,068,955	1,068,955		1,068,955
Public Health	4,645,106	-	15,288,726	19,933,832	19,933,832		19,933,832
Mental Health	13,664,307	-	24,624,314	38,288,621	38,288,621		38,288,621
Social Services SB163 Wraparound	57,920	-	136,439	194,359	194,359		194,359
Planning: EIR Development Fees	-	-	-	-	-		-
Federal Forest Reserve	-	-	65,570	65,570	65,570		65,570
Jail Commissary	1,300,000	-	412,801	1,712,801	1,712,801		1,712,801
Placerville Union Cemetery	14,658	-	37,406	52,064	52,064		52,064
Countywide Special Revenue	11,021,410	10,466,447	55,476,662	76,964,519	73,494,760	3,469,759	76,964,519
<b>Total Special Revenue Funds</b>	<b>\$ 34,481,937</b>	<b>\$ 10,466,447</b>	<b>\$ 184,730,264</b>	<b>\$ 229,678,648</b>	<b>\$ 226,083,889</b>	<b>\$ 3,594,759</b>	<b>\$ 229,678,648</b>
<b>Capital Project Funds</b>							
Accumulative Capital Outlay	\$ 1,453,554	\$ 3,635,969	\$ 21,664,945	\$ 26,754,468	\$ 26,754,468	\$ -	\$ 26,754,468
<b>Total Capital Project Funds</b>	<b>\$ 1,453,554</b>	<b>\$ 3,635,969</b>	<b>\$ 21,664,945</b>	<b>\$ 26,754,468</b>	<b>\$ 26,754,468</b>	<b>\$ -</b>	<b>\$ 26,754,468</b>
<b>Debt Service Funds</b>							
El Dorado Hills Business Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Debt Service Funds</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Governmental Funds</b>	<b>\$ 62,248,157</b>	<b>\$ 19,938,916</b>	<b>\$ 454,022,733</b>	<b>\$ 536,209,806</b>	<b>\$ 527,232,347</b>	<b>\$ 8,977,459</b>	<b>\$ 536,209,806</b>

Actual  
 Estimated



Fund Name	Total Fund Balance June 30, 2017 (estimated)	Less: Obligated Fund Balances			Fund Balance Available June 30, 2017 (estimated)
		Encumbrances	Nonspendable, Restricted and Committed	Assigned	
1	2	3	4	5	6
<b>General Fund</b>					
General	\$ 40,925,414	\$ -	\$ 14,603,508	\$ 9,240	\$ 26,312,666
<b>Total General Fund</b>	<b>\$ 40,925,414</b>	<b>\$ -</b>	<b>\$ 14,603,508</b>	<b>\$ 9,240</b>	<b>\$ 26,312,666</b>
<b>Special Revenue Funds</b>					
Erosion Control	\$ 16,930	\$ -	\$ 16,930	\$ -	\$ -
Road Fund	7,333,795	-	4,515,956	-	2,817,839
County Road District Tax Fund	203,421	-	-	-	203,421
Special Aviation	24	-	24	-	-
Fish and Game	7,721	-	-	7,721	-
Community Services	684,220	-	91,720	-	592,500
Housing, Community & Econ Devlp	164,776	-	-	-	164,776
Public Health	9,645,831	-	725	5,000,000	4,645,106
Mental Health	15,562,631	-	1,898,324	-	13,664,307
Social Services SB163 Wraparound	57,920	-	-	-	57,920
Planning: EIR Development Fees	25,717	-	25,717	-	-
Federal Forest Reserve	131,041	-	131,041	-	-
Jail Commissary	1,300,000	-	-	-	1,300,000
Placerville Union Cemetery	14,658	-	-	-	14,658
Countywide Special Revenue	65,395,826	-	52,779,434	1,594,982	11,021,410.00
<b>Total Special Revenue Funds</b>	<b>\$ 100,544,511</b>	<b>\$ -</b>	<b>\$ 59,459,871</b>	<b>\$ 6,602,703</b>	<b>\$ 34,481,937</b>
<b>Capital Projects Funds</b>					
Accumulative Capital Outlay	\$ 5,689,523	\$ -	\$ 4,235,969	\$ -	\$ 1,453,554
<b>Total Capital Project Funds</b>	<b>\$ 5,689,523</b>	<b>\$ -</b>	<b>\$ 4,235,969</b>	<b>\$ -</b>	<b>\$ 1,453,554</b>
<b>Debt Service Funds</b>					
El Dorado Hills Business Park	\$ 1,822,183	\$ -	\$ -	\$ 1,822,183	\$ -
<b>Total Debt Service Funds</b>	<b>\$ 1,822,183</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,822,183</b>	<b>\$ -</b>
<b>Total Governmental Funds</b>	<b>\$ 148,981,631</b>	<b>\$ -</b>	<b>\$ 78,299,348</b>	<b>\$ 8,434,126</b>	<b>\$ 62,248,157</b>

State Controller Schedules County Budget Act January 2010 Edition, revision #1		El Dorado County Obligated Fund Balances - By Governmental Funds Fiscal Year 2017-18				Schedule 4	
						Actual	<input type="checkbox"/>
						Estimated	<input checked="" type="checkbox"/>
		Decreases or Cancellations		Increases or New Obligated Fund Balances			
Fund Name and Fund Balance Descriptions	Obligated Fund Balances June 30, 2017	Recommended	Adopted by the Board of Supervisors	Recommended	Adopted by the Board of Supervisors	Total Obligated Fund Balances for the Budget Year	
1	2	3	4	5	6	7	
<b>General Fund</b>							
General Reserve	\$ 8,307,008	\$ -	\$ -	\$ 162,700	\$ -	\$ 8,469,708	
Committed - Capital Projects	6,296,500	5,836,500	-	5,220,000	-	5,680,000	
Assigned - Imprest Cash	9,240	-	-	-	-	9,240	
<b>Total General Fund</b>	<b>\$ 14,612,748</b>	<b>\$ 5,836,500</b>	<b>\$ -</b>	<b>\$ 5,382,700</b>	<b>\$ -</b>	<b>\$ 14,158,948</b>	
<b>Special Revenue Funds</b>							
Erosion Control							
Restricted - Other	\$ 16,930	\$ -	\$ -	\$ -	\$ -	\$ 16,930	
Road Fund							
Nonspendable - Inventory	660,293	-	-	-	-	660,293	
Restricted - Imprest Cash	3,400	-	-	-	-	3,400	
Committed - Capital Projects	3,852,263	-	-	-	-	3,852,263	
Special Aviation							
Assigned - Other	24	-	-	-	-	24	
Fish and Game							
Assigned - Other	7,721	-	-	-	-	7,721	
Community Services							
Nonspendable - Inventory	91,270	-	-	-	-	91,270	
Restricted - Imprest Cash	450	-	-	-	-	450	
Assigned - Other	-	-	-	125,000	-	125,000	
Public Health							
Restricted - Imprest Cash	725	-	-	-	-	725	
Assigned - Other	5,000,000	-	-	-	-	5,000,000	
Mental Health							
Restricted - Imprest Cash	40	-	-	-	-	40	
Assigned - Other	1,898,284	-	-	-	-	1,898,284	
Planning: EIR Development Fees							
Committed - Other	25,717	-	-	-	-	25,717	
Federal Forest Reserve							
Restricted - Other	131,041	-	-	-	-	131,041	
Countywide Special Revenue							
Restricted - Capital Projects	23,686,837	10,466,447	-	3,469,759	-	16,690,149	
Restricted - Other	10,910,567	-	-	-	-	10,910,567	
Committed - Capital Projects	12,275,387	-	-	-	-	12,275,387	
Committed - Other	5,906,643	-	-	-	-	5,906,643	
Assigned - Other	1,594,982	-	-	-	-	1,594,982	
<b>Total Special Revenue Funds</b>	<b>\$ 66,062,574</b>	<b>\$ 10,466,447</b>	<b>\$ -</b>	<b>\$ 3,594,759</b>	<b>\$ -</b>	<b>\$ 59,190,886</b>	
<b>Capital Project Funds</b>							
Accumulative Capital Outlay							
Committed - Capital Projects	\$ 4,235,969	\$ 3,635,969	\$ -	\$ -	\$ -	600,000	
<b>Total Capital Project Funds</b>	<b>\$ 4,235,969</b>	<b>\$ 3,635,969</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 600,000</b>	
<b>Debt Service Funds</b>							
El Dorado Hills Business Park							
Assigned - Debt Service	\$ 1,822,183	\$ -	\$ -	\$ -	\$ -	1,822,183	
<b>Total Debt Service Funds</b>	<b>\$ 1,822,183</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,822,183</b>	
<b>Total Governmental Funds</b>	<b>\$ 86,733,474</b>	<b>\$ 19,938,916</b>	<b>\$ -</b>	<b>\$ 8,977,459</b>	<b>\$ -</b>	<b>\$ 75,772,017</b>	

State Controller Schedules County Budget Act January 2010 Edition, revision #1		El Dorado County Summary of Additional Financing Sources by Source and Fund Governmental Funds Fiscal Year 2017-18			Schedule 5
Description	2015-16 Actual	2016-17 Actual Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended	
1	2	3	4	5	
<b>Summarization by Source</b>					
Taxes	\$ 105,501,298	\$ 110,078,797	\$ 113,557,399	\$ 113,557,399	
Licenses and Permits	10,175,791	11,745,880	11,879,066	11,879,066	
Fines, Forfeitures and Penalties	2,238,727	1,609,121	1,583,228	1,583,228	
Use of Money and Property	866,671	791,091	763,676	763,676	
Intergovernmental Revenues	156,683,495	159,419,495	170,534,118	173,330,898	
Charges for Services	38,408,450	40,290,665	39,302,385	39,324,385	
Miscellaneous Revenues	5,280,734	3,648,462	7,130,147	7,060,147	
Other Financing Sources	90,402,353	101,955,969	106,629,724	106,523,933	
Residual Equity Transfers	2,167,585	27,170	-	-	
<b>Total Summarization by Source</b>	<b>\$ 411,725,103</b>	<b>\$ 429,566,647</b>	<b>\$ 451,379,743</b>	<b>\$ 454,022,732</b>	
<b>Summarization by Fund</b>					
General Fund	\$ 231,885,913	\$ 239,717,575	\$ 246,952,676	\$ 247,627,524	
Erosion Control	2,782,027	1,546,952	2,957,253	2,957,253	
Road Fund	51,649,704	54,126,114	71,416,008	71,416,008	
County Road District Tax Fund	5,620,977	6,015,500	6,256,327	6,256,327	
Special Aviation	20,046	20,030	20,030	20,030	
Fish and Game	1,677	23,000	-	3,000	
Community Services	7,043,153	7,166,036	7,475,547	7,131,549	
Housing, Community & Econ Devlp	532,770	731,602	904,179	904,179	
Public Health	14,178,757	14,618,252	15,288,726	15,288,726	
Mental Health	24,559,290	24,146,051	25,018,175	24,624,314	
Social Services SB163 Wraparound	247	136,439	136,439	136,439	
Planning: EIR Development Fees	110	-	-	-	
Federal Forest Reserve	131,107	99	65,570	65,570	
Jail Commissary	442,565	412,801	412,801	412,801	
Placerville Union Cemetery	13,849	37,405	37,405	37,405	
Countywide Special Revenue	64,066,267	57,063,606	52,773,662	55,476,662	
Accumulative Capital Outlay	8,788,895	23,805,185	21,664,945	21,664,945	
El Dorado Hills Business Park	7,749	-	-	-	
<b>Total Summarization by Fund</b>	<b>\$ 411,725,103</b>	<b>\$ 429,566,647</b>	<b>\$ 451,379,743</b>	<b>\$ 454,022,732</b>	

Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7

**General Fund**

**General Fund**

**Taxes**

0100	Property Taxes - Current Secured	\$ 58,237,641	\$ 61,149,523	\$ 63,900,000	\$ 63,900,000
0110	Property Taxes - Current Unsecured	1,259,315	1,314,495	1,323,208	1,323,208
0120	Property Taxes - Prior Secured	(18,785)	(19,724)	-	-
0130	Property Taxes - Prior Unsecured	41,939	44,036	-	-
0140	Supplemental Property Taxes - Current	690,257	724,770	724,770	724,770
0150	Supplemental Property Taxes - Prior	335,624	352,405	425,000	425,000
0160	Sales and Use Tax	9,557,150	11,812,028	12,040,000	12,040,000
0162	In-Lieu Local Sales and Use Tax	2,023,270	-	-	-
0171	Hotel and Motel Occupancy Tax	3,191,054	3,191,054	3,257,050	3,257,050
0172	Property Transfer Tax	2,387,172	2,506,531	2,478,211	2,478,211
0174	Timber Yield Tax	73,135	73,135	73,100	73,100
0178	Tax Loss Reserve	2,829,986	2,829,986	2,829,000	2,829,000
0179	Property Tax In-Lieu of Vehicle License Fee	17,877,484	18,771,358	18,837,200	18,837,200
	<b>Total Taxes</b>	<b>\$ 98,485,241</b>	<b>\$ 102,749,597</b>	<b>\$ 105,887,539</b>	<b>\$ 105,887,539</b>

**Licenses, Permits and Franchises**

0200	Animal Licenses	\$ 247,564	\$ 221,229	\$ 245,000	\$ 245,000
0201	Viscious/Dangerous Dog	5,980	6,771	9,000	9,000
0202	Kennel Permits	12,170	13,494	15,000	15,000
0210	Business Licenses	377,514	437,000	442,800	442,800
0220	Construction Permits	4,976,542	6,223,321	6,558,189	6,558,189
0230	Road Privileges and Permits	3,100	73,385	32,000	32,000
0240	Zoning Permits Administration	80,757	82,600	90,600	90,600
0250	Franchise - Public Utility	340,389	400,000	416,091	416,091
0251	Franchise - Garbage	831,484	831,484	840,000	840,000
0252	Franchise - Cable	817,281	817,281	815,000	815,000
0260	Other License and Permits	173,301	319,830	316,375	316,375
0261	Marriage License	88,329	79,000	79,000	79,000
0263	Under Ground Storage Tank Permit	120,199	123,084	109,224	109,224
0265	Health Permit	19,954	17,657	24,600	24,600
0267	Food Facility Permit	514,099	464,378	449,108	449,108
0268	Pool and Spa Permit	109,578	103,294	114,964	114,964
0269	Water System Permit	77,564	71,601	71,340	71,340
0270	Well Permit	54,074	39,000	14,000	14,000
0274	Alarm Permit	96,235	130,000	130,000	130,000
0275	Carry Consealed Weapon Permit	45,720	30,000	32,000	32,000
	<b>Total Licenses, Permits and Franchises</b>	<b>\$ 8,991,833</b>	<b>\$ 10,484,409</b>	<b>\$ 10,804,291</b>	<b>\$ 10,804,291</b>

**Fines, Forfeitures and Penalties**

0300	Vehicle Code Fines	\$ 59,236	\$ 48,536	\$ 44,963	\$ 44,963
0301	Vehicle Code Fines - Court	351,452	352,356	351,452	351,452
0320	Other Court Fines	52,854	51,000	50,159	50,159
0341	Restitution Fee	10,991	3,750	3,750	3,750
0342	Bad Check Restitution Fee	2,391	1,623	-	-
0348	Penalty - Suspended Drivers License	10,400	7,714	10,000	10,000
0360	Penalties and Costs on Delinquent Taxes	449,392	458,822	372,000	372,000
	<b>Total Fines, Forfeitures and Penalties</b>	<b>\$ 936,717</b>	<b>\$ 923,801</b>	<b>\$ 832,324</b>	<b>\$ 832,324</b>

**Revenue from Use of Money and Property**

0400	Interest	\$ 270,008	\$ 264,438	\$ 320,000	\$ 320,000
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Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7
0401	Community Dev Block Grant Note		586	-	-	-
0420	Rent - Land and Buildings		7,332	17,200	17,650	17,650
0421	Rent - Equipment		60	300	300	300
0422	Rent - Miscellaneous		4,200	4,200	9,600	9,600
Total Revenue from Use of Money and Property			\$ 282,186	\$ 286,138	\$ 347,550	\$ 347,550
<b>Intergovernmental Revenue - State</b>						
0540	State - Motor Vehicle In-lieu Tax		\$ 62,169	\$ -	\$ 68,700	\$ 68,700
0542	State - Vehicle Abatement Surcharge		125,410	110,000	-	-
0543	State - Vehicle License Collection		214,996	-	-	-
0545	State - Veh Lic Realignment - Health		4,203,438	-	-	-
0546	State - Veh Lic Realignment - Soc Serv		240,690	-	-	-
0580	State - Public Assistance Administration		4,695,127	4,796,940	4,515,779	4,515,779
0581	State - Food Stamp Administration		2,828,426	2,310,954	2,237,454	2,237,454
0601	State - Cw Two Parent Families		373,941	-	-	-
0602	State - Cw Zero Parent/All Other Families		294,757	-	-	-
0603	State - Foster Care		6,998	149,556	180,000	180,000
0604	State - Adoption		(2,503)	-	-	-
0605	State - Boarding Home License		31,842	506,323	506,323	506,323
0607	State - Kinship Guardian		39,392	-	-	-
0720	State - Agriculture		132,701	143,157	168,157	168,157
0722	State - Pesticide Use Enforcement		149,693	146,692	146,692	146,692
0723	State - Seed Inspection		-	200	200	200
0724	State - Nursery Inspection		-	500	500	500
0727	State - Weights and Measures		5,327	6,460	6,460	6,460
0728	State - Fruit and Vegetable Certificate		1,220	200	200	200
0729	State - Unclaimed Gas Tax Refund		288,816	288,816	287,165	287,165
0760	State - Corrections		56,160	59,020	117,000	117,000
0800	State - Veterans' Affairs		46,524	61,795	54,000	54,000
0820	State - Homeowners' Property Tax Relief		599,537	599,537	605,100	605,100
0860	State - Public Safety Sales Tax		9,603,329	9,952,326	9,667,437	9,767,437
0880	State - Other		2,509,598	2,084,021	2,882,252	2,882,252
0881	State - Mandated Reimbursements		153,246	23,500	23,000	23,000
0883	State - Peace Officers Training Program		40,995	45,000	35,000	35,000
0887	State - Child Support Incentives		1,670,070	1,714,813	1,704,795	1,704,795
0896	State - Vehicle Theft Alloc - VC9250.14		196,897	200,000	199,000	199,000
0898	State - Office of Emergency Serv (OES)		88,935	970,855	120,000	120,000
0900	State - Boating and Waterways		315,208	319,546	319,546	319,546
0908	State - Tobacco Settlement Fund		1,404,515	1,404,515	1,404,500	1,404,500
Total Intergovernmental Revenue - State			\$ 30,377,454	\$ 25,894,726	\$ 25,249,260	\$ 25,349,260
<b>Intergovernmental Revenue - Federal</b>						
1000	Federal - Public Assistance Admin.		\$ 8,298,796	\$ 9,546,076	\$ 11,495,100	\$ 11,495,100
1001	Federal - Food Stamps		2,987,584	3,301,960	2,812,468	2,812,468
1021	Federal - Cw Two Parent Families		265,166	289,452	431,439	431,439
1022	Federal - Cw Zero Parent/All Other Families		1,362,281	1,398,265	1,725,758	1,725,758
1023	Federal - Foster Care		2,433,921	2,632,630	3,198,430	3,198,430
1024	Federal - Adoption		1,828,100	1,782,811	2,156,000	2,156,000
1025	Federal - Kinship Guardian		64,054	-	-	-
1026	Federal - Refugee Cash Assistance		(490)	-	-	-
1054	Federal - U.S. Forest Serv - B. Santini		-	1,400,000	-	-
1060	Federal - Emerg Mngt Agency (FEMA)		605,837	682	-	-

El Dorado County  
 Detail of Additional Financing Sources by Fund and Account  
 Governmental Funds  
 Fiscal Year 2017-18

Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7
1061	Federal - Highway Administration (FHWA)		14,204	-	-	-
1080	Federal - Grazing Fee		87	87	-	-
1090	Federal - In-Lieu Taxes		560,604	560,604	400,000	400,000
1100	Federal - Other		879,840	1,294,253	338,728	338,728
1101	Federal - Block Grant Revenues		12,625	100,000	149,985	149,985
1103	Federal - Child Support 356 66%		3,241,906	3,328,756	3,309,308	3,309,308
1107	Federal - Medi Cal		5,334,225	4,654,871	4,754,156	4,754,156
1121	Federal - SCAAP - ST Criminal Alien Asst P		6,383	6,383	8,286	8,286
1124	Federal - OES		136,883	160,000	88,934	88,934
1125	Federal - HAVA		39,980	235,013	235,012	235,012
1126	Federal - HAVA (Sec 261)		10,110	-	-	-
Total Intergovernmental Revenue - Federal			\$ 28,082,096	\$ 30,691,843	\$ 31,103,604	\$ 31,103,604
<b>Revenue Other Governmental Agencies</b>						
1200	Other - Governmental Agencies		\$ 904,812	\$ 806,458	\$ 1,131,719	\$ 1,131,719
1202	Community Action- Responsive Educ		25,584	25,000	25,000	25,000
1206	SLT Surcharge		14,700	16,468	15,000	15,000
1207	Shingle Springs Rancheria		5,900,000	7,400,000	7,502,000	7,502,000
Total Revenue Other Governmental Agencies			\$ 6,845,096	\$ 8,247,926	\$ 8,673,719	\$ 8,673,719
<b>Charges for Services</b>						
1300	Assessment and Tax Collection Fees		\$ 2,557,163	\$ 2,450,955	\$ 2,711,900	\$ 2,711,900
1310	Special Assessments		89,764	94,760	94,760	94,760
1320	Audit and Accounting Fees		141,803	156,966	103,500	103,500
1321	Investment and Cash Management Fee		519,367	603,000	612,000	612,000
1340	Communication Services		5,174	7,000	7,000	7,000
1360	Election Services		101,613	469,575	120,000	120,000
1361	Candidate Filing Fee		42,562	-	20,000	20,000
1380	Legal Services		101,146	90,000	120,000	120,000
1381	Public Defender: Indigents		1,000	300	100	100
1400	Planning and Engineering Services		338,125	460,000	460,000	460,000
1401	Planning and Engineering Fees		24,686	34,927	20,000	20,000
1407	Residential Parcel Map		5,845	6,000	5,500	5,500
1408	Parcel Map Inspection Fee		64,163	64,500	66,088	66,088
1409	Subdiv Tentative / Final Map Plan Check		54,577	142,000	143,000	143,000
1410	Grading Application Fee		85,403	102,000	82,000	82,000
1411	Grading Inspection Plan Check (PC) Fee		45,184	86,000	62,000	62,000
1412	Development Projects (T&M)		1,006,430	976,600	817,763	817,763
1415	Ecological Preserve Fee		2,881	4,400	4,400	4,400
1480	Agricultural Services		26,933	31,050	31,050	31,050
1490	Civil Process Services		49,159	45,000	45,000	45,000
1500	Court Fees and Costs		943	585	573	573
1501	Court Fee		349	272	500	500
1502	Court Administration Fee - PC1205.d		24	-	-	-
1504	Summary Judgment		8,059	8,000	8,000	8,000
1508	Booking Fee		91,830	90,000	90,000	90,000
1510	Traffic School Bail - VC42007		351,831	359,534	351,831	351,831
1511	Traffic School Fees - VC42007.1		77,600	78,918	77,600	77,600
1512	Cite Fees - PC1463.07 GC29550		455	390	390	390
1513	AB233 - County Share State Penalty		192,650	180,429	180,429	180,429
1517	Conflict Attorney Reimbursement		4,759	5,936	1,000	1,000
1540	Estate Fees		21,668	12,000	20,000	20,000



Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7
1541	Public Guardian		180,539	180,689	152,000	152,000
1560	Humane Services		1,955	3,431	3,000	3,000
1561	Impounds		123,423	125,271	125,000	125,000
1562	Adoptions		109,850	121,406	113,000	113,000
1563	Microchip		1,245	924	1,000	1,000
1564	Restitution		1,228	1,100	2,000	2,000
1580	Law Enforcement Services		92,871	95,000	68,600	68,600
1581	United States Forest Service (USFS)		12,005	37,000	37,000	37,000
1582	Law Enforcement: Fingerprinting Services		32,248	25,000	35,000	35,000
1583	Law Enforcement: Vehicle Abatement		1,710	-	-	-
1600	Recording Fees		943,157	897,241	940,000	961,000
1603	Vital Health Statistic Fee		1,120	-	-	-
1604	Recording Fees CD Reproduction		8,580	6,500	8,000	9,000
1661	Water Sampling		57	100	100	100
1662	Loan Certification		3,433	3,000	3,000	3,000
1663	Business Plans		202,953	190,234	206,640	206,640
1680	Institutional Care and Services		127,850	215,000	175,000	175,000
1683	Probation - Adult Defendant		47,525	40,000	40,000	40,000
1684	Care In Juvenile Hall		66,964	60,000	60,000	60,000
1685	Urinalysis Testing		3,147	3,000	3,000	3,000
1688	Probation: Juvenile Supervision		-	300	-	-
1700	Library Services		97,175	94,450	92,700	92,700
1701	Library Services - Video Rental		47,147	44,000	44,300	44,300
1702	Library Services - Comp Lab Printing		15,112	15,900	16,100	16,100
1703	Library Services - Microfilm		42	25	50	50
1704	Library Services - Copy Machine		2,069	500	450	450
1705	Library Services - Lost & Paid Books		7,517	7,900	7,775	7,775
1720	Park and Recreation Fees		-	-	100,000	100,000
1740	Charges for Services		1,211,057	1,077,668	530,088	530,088
1741	Special Project Staff Hours		200	-	-	-
1742	Miscellaneous Copy Fees		8,027	8,600	8,100	8,100
1743	Certification Fees		13	-	-	-
1744	Miscellaneous Inspections or Services		2,100	2,000	2,000	2,000
1746	Blood Draws		30,547	35,000	35,000	35,000
1747	Home Electronic Monitoring Prog (HEMP)		17,999	13,000	13,000	13,000
1748	In Custody Weekender Work Program		17,040	12,000	16,000	16,000
1749	Weekender Work Program		57,328	58,000	55,000	55,000
1751	Probation - Present Report Fee		3,123	3,000	3,000	3,000
1752	Building Investigation Fee		28,830	50,000	50,000	50,000
1753	Emergency Response Recovery (ERR)		2,893	-	-	-
1765	El Dorado Irrigation District (EID)		260	480	480	480
1768	Tahoe Regional Planning Agency (TRPA)		162,930	270,000	185,000	185,000
1800	Interfund Revenue		8,183,291	8,300,922	8,578,427	8,578,427
1802	Intrfnd Rev: Radio Equip & Support		-	1,000	1,000	1,000
1804	Intrfnd Rev: Mail Services		31,274	40,836	40,329	40,329
1805	Intrfnd Rev: Stores Support		6,890	6,551	5,515	5,515
1810	Intrfnd Rev: County Counsel		220,033	280,000	354,225	354,225
1816	Intrfnd Rev: IS Programming Support		9,455	35,000	45,000	45,000
1818	Intrfnd Rev: Maint Buildg & Improvmnt		117,597	96,790	67,164	67,164
1821	Intrfnd Rev: Collections		7,231	7,648	14,350	14,350
1830	Intrfnd Rev: Allocated Salaries & Benefits		3,989,212	3,470,484	3,008,766	3,008,766

State Controller Schedules County Budget Act January 2010 Edition, revision #1	El Dorado County Detail of Additional Financing Sources by Fund and Account Governmental Funds Fiscal Year 2017-18	Schedule 6
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Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7

1856 Infrnd Rev: Road Dst Tax Fund	12,116	10,800	12,075	12,075
Total Charges for Services	\$ 22,263,518	\$ 22,508,847	\$ 21,514,618	\$ 21,536,618

<b>Miscellaneous Revenues</b>				
1900 Welfare Repayments	\$ 170,749	\$ 135,000	\$ 135,000	\$ 135,000
1901 Recoup Cw Two Parent/All Other Families	409	580	550	550
1902 Recoup Cw Zero Parent/All Other Families	41,594	39,600	39,600	39,600
1903 Recoup Cw Foster Care	262,509	284,900	284,900	284,900
1920 Other Sales	9,865	11,559	11,200	11,200
1940 Miscellaneous Revenue	735,590	603,323	872,941	872,941
1941 Miscellaneous Refund	325	-	-	-
1942 Miscellaneous Reimbursement	838,465	855,490	1,236,000	1,236,000
1943 Miscellaneous Donation	38,220	72,239	43,500	43,500
1945 Staled Dated Check	9,277	5,800	5,800	5,800
1951 Advertising	56,520	50,000	55,000	55,000
1952 Unclaimed Cash	3,345	800	800	800
1954 Misc Donations: Friends of Library	147,890	107,318	67,500	67,500
1999 Special Revenue Clearing	33	-	-	-
Total Miscellaneous Revenues	\$ 2,314,790	\$ 2,166,609	\$ 2,752,791	\$ 2,752,791

<b>Other Financing Sources</b>				
2000 Sale of Fixed Assets	\$ 21,807	\$ -	\$ -	\$ -
2020 Operating Transfers In	21,088,088	23,213,283	26,258,544	26,258,544
2021 Operating Transfers In: Veh Lic Fee	686,553	426,507	431,861	431,861
2027 Operating Transfers In: Sales Tax Realignment	11,024,144	11,580,719	12,575,575	13,128,423
2028 Operating Transfers In: Computer Recording	270,000	200,000	200,000	200,000
2029 Operating Transfers In: Micrographics	190,389	290,000	290,000	290,000
2030 Operating Transfers In: Vital Statistics	25,000	25,000	30,000	30,000
2031 Operating Transfers In: License Notary	1,000	1,000	1,000	1,000
Total Other Financing Sources	\$ 33,306,981	\$ 35,736,509	\$ 39,786,980	\$ 40,339,828

<b>Residual Equity Transfers</b>				
2100 Residual Equity Transfers In	\$ -	\$ 27,170	\$ -	\$ -
Total Residual Equity Transfers	\$ -	\$ 27,170	\$ -	\$ -

<b>TOTAL General Fund Financing Sources</b>	<b>\$ 231,885,913</b>	<b>\$ 239,717,575</b>	<b>\$ 246,952,676</b>	<b>\$ 247,627,524</b>
<b>TOTAL General Fund Financing Sources</b>	<b>\$ 231,885,913</b>	<b>\$ 239,717,575</b>	<b>\$ 246,952,676</b>	<b>\$ 247,627,524</b>

### Special Revenue Funds

<b>Erosion Control</b>				
<b>Revenue from Use of Money and Property</b>				
0400 Interest	\$ (1,577)	\$ 2,800	\$ -	\$ -
Total Revenue from Use of Money and Property	\$ (1,577)	\$ 2,800	\$ -	\$ -
<b>Intergovernmental Revenue - State</b>				
0742 State - California Tahoe Conservancy	\$ 252,703	\$ 146,408	\$ 966,000	\$ 966,000
0880 State - Other	(694)	35,000	150,000	150,000
0904 State - Cal Trans	519,193	-	-	-
Total Intergovernmental Revenue - State	\$ 771,202	\$ 181,408	\$ 1,116,000	\$ 1,116,000
<b>Intergovernmental Revenue - Federal</b>				
1054 Federal - U.S. Forest Serv - B. Santini	\$ 1,232,371	\$ 833,224	\$ 1,334,726	\$ 1,334,726
1056 Federal - Congestion Mitig/Air Quality	232,298	-	-	-

Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7
Total Intergovernmental Revenue - Federal			\$ 1,464,669	\$ 833,224	\$ 1,334,726	\$ 1,334,726
<b>Charges for Services</b>						
1768	Tahoe Regional Planning Agency (TRPA)		\$ 535,910	\$ 310,694	\$ 432,000	\$ 432,000
Total Charges for Services			\$ 535,910	\$ 310,694	\$ 432,000	\$ 432,000
<b>Miscellaneous Revenues</b>						
1942	Miscellaneous Reimbursement		\$ 11,823	\$ 18,826	\$ 74,527	\$ 74,527
Total Miscellaneous Revenues			\$ 11,823	\$ 18,826	\$ 74,527	\$ 74,527
<b>Other Financing Sources</b>						
2020	Operating Transfers In		\$ -	\$ 200,000	\$ -	\$ -
Total Other Financing Sources			\$ -	\$ 200,000	\$ -	\$ -
<b>TOTAL Erosion Control Financing Sources</b>			<b>\$ 2,782,027</b>	<b>\$ 1,546,952</b>	<b>\$ 2,957,253</b>	<b>\$ 2,957,253</b>
<b>Road Fund</b>						
<b>Taxes</b>						
0161	Trans Tax - Transportation Dev Act (TDA)		\$ 168,225	\$ (45,103)	\$ -	\$ -
0174	Timber Yield Tax		7,863	5,000	5,000	5,000
Total Taxes			\$ 176,087	\$ (40,103)	\$ 5,000	\$ 5,000
<b>Licenses, Permits and Franchises</b>						
0230	Road Privileges and Permits		\$ 62,735	\$ 77,350	\$ 60,000	\$ 60,000
0250	Franchise - Public Utility		769,923	700,000	704,909	704,909
Total Licenses, Permits and Franchises			\$ 832,658	\$ 777,350	\$ 764,909	\$ 764,909
<b>Revenue from Use of Money and Property</b>						
0400	Interest		\$ 16,627	\$ 20,090	\$ 15,000	\$ 15,000
0420	Rent - Land and Buildings		24,406	24,401	24,401	24,401
Total Revenue from Use of Money and Property			\$ 41,033	\$ 44,491	\$ 39,401	\$ 39,401
<b>Intergovernmental Revenue - State</b>						
0520	State - Hwy Tax - 2104a Adm / Eng		\$ 20,004	\$ 20,000	\$ 20,000	\$ 20,000
0521	State - Hwy Tax - 2104b Snow Removal		882,445	705,930	705,929	705,929
0522	State - Hwy Tax - 2104d,e,f, Unrestric		2,219,902	2,341,382	2,521,052	2,521,052
0523	State - Hwy Tax - 2105 Prop 111		1,742,331	1,794,138	1,795,927	1,795,927
0524	State - Hwy Tax - 2106 Unrestricted		763,883	795,590	764,562	764,562
0526	State - Hwy Tax - 2103 Unrestricted		1,515,361	1,071,516	1,200,852	1,200,852
0744	State - Regional Surface Trans 182.6d1		423,119	427,232	450,000	450,000
0745	State - Regional Surface Trans 182.6g		154,752	-	-	-
0746	State - Regional Surface Trans 185.6h		321,909	396,419	359,164	359,164
0747	State - Regional Surface Trans 182.9		100,000	100,000	100,000	100,000
0780	State - Disaster Relief		-	-	1,682,224	1,682,224
0880	State - Other		225,009	54,087	350,000	350,000
0904	State - Cal Trans		-	140,000	1,060,000	1,060,000
0914	State - Prop IB		1,458,593	55,653	-	-
Total Intergovernmental Revenue - State			\$ 9,827,309	\$ 7,901,947	\$ 11,009,710	\$ 11,009,710
<b>Intergovernmental Revenue - Federal</b>						
1052	Federal - Highway Bridges (HBRD)		\$ 7,792,122	\$ 10,000,000	\$ 13,108,151	\$ 13,108,151
1055	Federal - Hazard Elimination		1,854,264	1,000,000	846,757	846,757
1056	Federal - Congestion Mitig/Air Quality		567,229	2,000,000	3,678,256	3,678,256
1058	Federal - Surface Trans Program (STP)		858,719	40,000	378,500	378,500
1060	Federal - Emerg Mngt Agency (FEMA)		11,679	1,181	6,087,835	6,087,835
1061	Federal - Highway Administration (FHWA)		-	-	1,649,314	1,649,314
1070	Federal - Forest Reserve Revenue		791,648	368,383	368,383	368,383

State Controller Schedules	El Dorado County	Schedule 6
County Budget Act January 2010 Edition, revision #1	Detail of Additional Financing Sources by Fund and Account Governmental Funds Fiscal Year 2017-18	

Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7

1100	Federal - Other		2,519,531	2,189,726	388,123	388,123
Total Intergovernmental Revenue - Federal			\$ 14,395,193	\$ 15,599,290	\$ 26,505,319	\$ 26,505,319

<b>Revenue Other Governmental Agencies</b>						
1200	Other - Governmental Agencies		\$ 583,527	\$ -	\$ -	\$ -
Total Revenue Other Governmental Agencies			\$ 583,527	\$ -	\$ -	\$ -

<b>Charges for Services</b>						
1406	Abandonment of Easement		\$ 1,444	\$ -	\$ -	\$ -
1740	Charges for Services		(685,025)	1,589,472	1,974,278	1,974,278
1745	Public Utility Inspections		281,623	434,000	568,343	568,343
1763	Capital Improvement Project		116,038	220,000	-	-
1765	El Dorado Irrigation District (EID)		87,967	87,000	-	-
1768	Tahoe Regional Planning Agency (TRPA)		-	191,257	-	-
1800	Interfund Revenue		170,778	126,025	122,751	122,751
1830	Intrfnd Rev: Allocated Salaries & Benefits		198,208	184,887	230,266	230,266
1850	Intrfnd Rev: Parks and Recreation		12,661	-	-	-
1851	Intrfnd Rev: County Engineer		1,450,910	1,463,200	1,325,606	1,325,606
1856	Intrfnd Rev: Road Dst Tax Fund		159,844	618,500	410,868	410,868
Total Charges for Services			\$ 1,794,449	\$ 4,914,341	\$ 4,632,112	\$ 4,632,112

<b>Miscellaneous Revenues</b>						
1920	Other Sales		\$ 1,670	\$ 1,000	\$ 1,000	\$ 1,000
1940	Miscellaneous Revenue		182,315	263,795	2,099,995	2,099,995
1942	Miscellaneous Reimbursement		45,910	266,068	449,579	449,579
Total Miscellaneous Revenues			\$ 229,896	\$ 530,863	\$ 2,550,574	\$ 2,550,574

<b>Other Financing Sources</b>						
2001	Sale of Fixed Assets - Roads		\$ 43,377	\$ 5,000	\$ 5,000	\$ 5,000
2010	Operating Transfers In: Silva Valley Interchange		13,962,300	8,155,614	3,547,834	3,547,834
2012	Operating Transfers In: County TIM		876,479	4,119,044	3,071,446	3,071,446
2014	Operating Transfers In: Interim HWY 50 TIM		147,313	136,426	-	-
2015	Operating Transfers In: Utility Inspections		4,081	5,000	10,000	10,000
2020	Operating Transfers In		1,711,636	5,988,300	11,849,714	11,849,714
2023	Operating Transfers In: RIF Advances		882,197	176,472	965,241	965,241
2024	Operating Transfers In: RDT		6,142,170	5,812,079	6,459,748	6,459,748
Total Other Financing Sources			\$ 23,769,553	\$ 24,397,935	\$ 25,908,983	\$ 25,908,983

<b>TOTAL Road Fund Financing Sources</b>			<b>\$ 51,649,704</b>	<b>\$ 54,126,114</b>	<b>\$ 71,416,008</b>	<b>\$ 71,416,008</b>
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<b>Road District Tax Fund</b>						
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<b>Taxes</b>						
0100	Property Taxes - Current Secured		\$ 5,346,595	\$ 5,742,500	\$ 5,972,200	\$ 5,972,200
0110	Property Taxes - Current Unsecured		108,797	110,000	114,400	114,400
0120	Property Taxes - Prior Secured		(1,754)	(2,000)	-	-
0130	Property Taxes - Prior Unsecured		2,968	(700)	-	-
0140	Supplemental Property Taxes - Current		63,787	66,500	69,160	69,160
0150	Supplemental Property Taxes - Prior		30,720	40,000	41,600	41,600
Total Taxes			\$ 5,551,114	\$ 5,956,300	\$ 6,197,360	\$ 6,197,360

<b>Fines, Forfeitures and Penalties</b>						
0360	Penalties and Costs on Delinquent Taxes		\$ 998	\$ 2,600	\$ 2,704	\$ 2,704
Total Fines, Forfeitures and Penalties			\$ 998	\$ 2,600	\$ 2,704	\$ 2,704

<b>Revenue from Use of Money and Property</b>						
0400	Interest		\$ 13,510	\$ 2,500	\$ -	\$ -

El Dorado County  
 Detail of Additional Financing Sources by Fund and Account  
 Governmental Funds  
 Fiscal Year 2017-18

Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7
Total Revenue from Use of Money and Property			\$ 13,510	\$ 2,500	\$ -	\$ -
<b>Intergovernmental Revenue - State</b>						
0820	State - Homeowners' Property Tax Relief		\$ 55,355	\$ 54,100	\$ 56,263	\$ 56,263
Total Intergovernmental Revenue - State			\$ 55,355	\$ 54,100	\$ 56,263	\$ 56,263
<b>TOTAL Road District Tax Fund Financing Sources</b>			<b>\$ 5,620,977</b>	<b>\$ 6,015,500</b>	<b>\$ 6,256,327</b>	<b>\$ 6,256,327</b>
<b>Special Aviation</b>						
<b>Revenue from Use of Money and Property</b>						
0400	Interest		\$ 46	\$ 30	\$ 30	\$ 30
Total Revenue from Use of Money and Property			\$ 46	\$ 30	\$ 30	\$ 30
<b>Intergovernmental Revenue - State</b>						
0500	State - Aviation		\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Total Intergovernmental Revenue - State			\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
<b>TOTAL Special Aviation Financing Sources</b>			<b>\$ 20,046</b>	<b>\$ 20,030</b>	<b>\$ 20,030</b>	<b>\$ 20,030</b>
<b>Fish and Game</b>						
<b>Fines, Forfeitures and Penalties</b>						
0320	Other Court Fines		\$ 1,644	\$ 3,000	\$ -	\$ -
Total Fines, Forfeitures and Penalties			\$ 1,644	\$ 3,000	\$ -	\$ -
<b>Revenue from Use of Money and Property</b>						
0400	Interest		\$ 33	\$ -	\$ -	\$ -
Total Revenue from Use of Money and Property			\$ 33	\$ -	\$ -	\$ -
<b>Other Financing Sources</b>						
2020	Operating Transfers In		\$ -	\$ 20,000	\$ -	\$ 3,000
Total Other Financing Sources			\$ -	\$ 20,000	\$ -	\$ 3,000
<b>TOTAL Fish and Game Financing Sources</b>			<b>\$ 1,677</b>	<b>\$ 23,000</b>	<b>\$ -</b>	<b>\$ 3,000</b>
<b>Community Services</b>						
<b>Revenue from Use of Money and Property</b>						
0400	Interest		\$ (2,360)	\$ (1,326)	\$ 1,360	\$ 1,360
Total Revenue from Use of Money and Property			\$ (2,360)	\$ (1,326)	\$ 1,360	\$ 1,360
<b>Intergovernmental Revenue - State</b>						
0880	State - Other		\$ 62,349	\$ 72,848	\$ 72,848	\$ 72,848
Total Intergovernmental Revenue - State			\$ 62,349	\$ 72,848	\$ 72,848	\$ 72,848
<b>Intergovernmental Revenue - Federal</b>						
1060	Federal - Emerg Mngt Agency (FEMA)		\$ 294	\$ -	\$ -	\$ -
1100	Federal - Other		2,400,162	2,711,006	2,610,501	2,610,501
1107	Federal - Medi Cal		310,273	53,000	53,000	53,000
1109	Federal - C1 Senior Nutrition		229,644	296,306	296,306	296,306
1110	Federal - C2 Senior Nutrition		220,720	182,466	182,466	182,466
1111	Federal - IIIB Social Programs		236,185	236,137	236,137	236,137
1113	Federal - Title 7B Elder Abuse		3,188	3,220	3,220	-
1114	Federal - 7A Ombudsman Supplement		23,590	23,797	23,797	23,797
1116	Federal - Dept of Agricultural (USDA)		116,836	118,429	118,429	118,429
1120	Federal - IIIF Disease Prevention- Aging		12,935	12,918	12,918	12,918
1122	Federal - IIIE Family Caregiver Support Prgm		105,406	114,010	114,010	114,010
Total Intergovernmental Revenue - Federal			\$ 3,659,233	\$ 3,751,289	\$ 3,650,784	\$ 3,647,564
<b>Charges for Services</b>						
1740	Charges for Services		\$ 579,752	\$ 526,243	\$ 594,900	\$ 594,900

El Dorado County  
 Detail of Additional Financing Sources by Fund and Account  
 Governmental Funds  
 Fiscal Year 2017-18

Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7
1759	Senior Nutrition Services		216,824	214,519	215,000	215,000
1800	Interfund Revenue		64,283	21,796	27,342	27,342
		<b>Total Charges for Services</b>	<b>\$ 860,859</b>	<b>\$ 762,558</b>	<b>\$ 837,242</b>	<b>\$ 837,242</b>
<b>Miscellaneous Revenues</b>						
1940	Miscellaneous Revenue		\$ 11,608	\$ 10,614	\$ 10,000	\$ 10,000
1942	Miscellaneous Reimbursement		30,177	40,566	34,279	34,279
1943	Miscellaneous Donation		175,304	207,896	400,000	327,000
		<b>Total Miscellaneous Revenues</b>	<b>\$ 217,088</b>	<b>\$ 259,076</b>	<b>\$ 444,279</b>	<b>\$ 371,279</b>
<b>Other Financing Sources</b>						
2000	Sale of Fixed Assets		\$ 1,962	\$ -	\$ -	\$ -
2020	Operating Transfers In		2,244,022	2,321,591	2,469,034	2,201,256
		<b>Total Other Financing Sources</b>	<b>\$ 2,245,984</b>	<b>\$ 2,321,591</b>	<b>\$ 2,469,034</b>	<b>\$ 2,201,256</b>
		<b>TOTAL Community Services Financing Sources</b>	<b>\$ 7,043,153</b>	<b>\$ 7,166,036</b>	<b>\$ 7,475,547</b>	<b>\$ 7,131,549</b>
<b>Housing Community &amp; Economic Devlp</b>						
<b>Revenue from Use of Money and Property</b>						
0400	Interest		\$ 704	\$ 1,140	\$ 1,770	\$ 1,770
0401	Community Dev Block Grant Note		58,217	40,000	45,000	45,000
		<b>Total Revenue from Use of Money and Property</b>	<b>\$ 58,920</b>	<b>\$ 41,140</b>	<b>\$ 46,770</b>	<b>\$ 46,770</b>
<b>Intergovernmental Revenue - State</b>						
0780	State - Disaster Relief		\$ -	\$ -	\$ 150,000	\$ 150,000
		<b>Total Intergovernmental Revenue - State</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>
<b>Intergovernmental Revenue - Federal</b>						
1100	Federal - Other		\$ 240,816	\$ 316,018	\$ 316,000	\$ 316,000
		<b>Total Intergovernmental Revenue - Federal</b>	<b>\$ 240,816</b>	<b>\$ 316,018</b>	<b>\$ 316,000</b>	<b>\$ 316,000</b>
<b>Charges for Services</b>						
1800	Interfund Revenue		\$ 935	\$ 15,000	\$ 15,000	\$ 15,000
1830	Intrfnd Rev: Allocated Salaries & Benefits		-	16,000	26,637	26,637
		<b>Total Charges for Services</b>	<b>\$ 935</b>	<b>\$ 31,000</b>	<b>\$ 41,637</b>	<b>\$ 41,637</b>
<b>Miscellaneous Revenues</b>						
1940	Miscellaneous Revenue		\$ 181	\$ 85	\$ 150	\$ 150
		<b>Total Miscellaneous Revenues</b>	<b>\$ 181</b>	<b>\$ 85</b>	<b>\$ 150</b>	<b>\$ 150</b>
<b>Other Financing Sources</b>						
2020	Operating Transfers In		\$ 71,072	\$ 113,359	\$ 114,622	\$ 114,622
2061	Community Dev Block Grant Loan Repay		160,846	230,000	235,000	235,000
		<b>Total Other Financing Sources</b>	<b>\$ 231,918</b>	<b>\$ 343,359</b>	<b>\$ 349,622</b>	<b>\$ 349,622</b>
		<b>TOTAL Housing Community &amp; Economic Devlp Financing Sources</b>	<b>\$ 532,770</b>	<b>\$ 731,602</b>	<b>\$ 904,179</b>	<b>\$ 904,179</b>
<b>Public Health</b>						
<b>Licenses, Permits and Franchises</b>						
0261	Marriage License		\$ 75,118	\$ 91,425	\$ 115,000	\$ 115,000
		<b>Total Licenses, Permits and Franchises</b>	<b>\$ 75,118</b>	<b>\$ 91,425</b>	<b>\$ 115,000</b>	<b>\$ 115,000</b>
<b>Fines, Forfeitures and Penalties</b>						
0320	Other Court Fines		\$ 14,256	\$ 12,547	\$ 23,200	\$ 23,200
0324	Emergency Med Serv (EMS) - County		313,204	285,588	350,000	350,000
		<b>Total Fines, Forfeitures and Penalties</b>	<b>\$ 327,460</b>	<b>\$ 298,135</b>	<b>\$ 373,200</b>	<b>\$ 373,200</b>
<b>Revenue from Use of Money and Property</b>						
0400	Interest		\$ 31,978	\$ 48,052	\$ 17,525	\$ 17,525

Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7
Total Revenue from Use of Money and Property			\$ 31,978	\$ 48,052	\$ 17,525	\$ 17,525
<b>Intergovernmental Revenue - State</b>						
0640	State - Calif Children Services (CCS)		\$ 400,767	\$ 422,935	\$ 425,965	\$ 425,965
0670	State - Tuberculosis Control		14,178	13,365	20,000	20,000
0680	State - Health		104,675	104,665	104,665	104,665
0681	State - Child Hlth & Disab Prev (CHDP)		5,024	3,988	4,000	4,000
0687	State - Discretionary General Fund		65,131	65,990	65,990	65,990
0688	State - Medi Cal General Fund		255,478	272,479	328,954	328,954
0880	State - Other		127,627	114,503	128,550	128,550
0895	State - AB75 Tobacco		105,234	196,138	150,000	150,000
0908	State - Tobacco Settlement Fund		156,057	160,000	160,000	160,000
Total Intergovernmental Revenue - State			\$ 1,234,172	\$ 1,354,063	\$ 1,388,124	\$ 1,388,124
<b>Intergovernmental Revenue - Federal</b>						
1060	Federal - Emerg Mngt Agency (FEMA)		\$ 679	\$ -	\$ -	\$ -
1100	Federal - Other		1,155,716	1,506,285	1,568,998	1,568,998
1101	Federal - Block Grant Revenues		294,554	266,679	260,481	260,481
1107	Federal - Medi Cal		937,988	1,181,339	1,336,702	1,336,702
Total Intergovernmental Revenue - Federal			\$ 2,388,936	\$ 2,954,303	\$ 3,166,181	\$ 3,166,181
<b>Revenue Other Governmental Agencies</b>						
1200	Other - Governmental Agencies		\$ 262,967	\$ 242,500	\$ 352,100	\$ 352,100
Total Revenue Other Governmental Agencies			\$ 262,967	\$ 242,500	\$ 352,100	\$ 352,100
<b>Charges for Services</b>						
1603	Vital Health Statistic Fee		\$ 88,643	\$ 84,912	\$ 95,000	\$ 95,000
1620	Health Fees		72,934	81,470	116,000	116,000
1650	California Children Services (CCS)		50	220	100	100
1800	Interfund Revenue		489,693	348,032	360,771	360,771
Total Charges for Services			\$ 651,319	\$ 514,634	\$ 571,871	\$ 571,871
<b>Miscellaneous Revenues</b>						
1940	Miscellaneous Revenue		\$ 961,327	\$ 73,680	\$ 71,125	\$ 71,125
Total Miscellaneous Revenues			\$ 961,327	\$ 73,680	\$ 71,125	\$ 71,125
<b>Other Financing Sources</b>						
2020	Operating Transfers In		\$ 3,992,889	\$ 4,793,809	\$ 5,078,574	\$ 5,078,574
2021	Operating Transfers In: Veh Lic Fee		3,402,599	3,188,048	3,020,916	3,020,916
2026	Operating Transfers In: PHD SRF		134,673	193,100	482,514	482,514
2027	Operating Transfers In: Sales Tax Realignment		715,319	866,503	651,596	651,596
Total Other Financing Sources			\$ 8,245,480	\$ 9,041,460	\$ 9,233,600	\$ 9,233,600
<b>TOTAL Public Health Financing Sources</b>			<b>\$ 14,178,757</b>	<b>\$ 14,618,252</b>	<b>\$ 15,288,726</b>	<b>\$ 15,288,726</b>
<b>Mental Health</b>						
<b>Fines, Forfeitures and Penalties</b>						
0320	Other Court Fines		\$ 63,956	\$ 67,005	\$ 70,000	\$ 70,000
Total Fines, Forfeitures and Penalties			\$ 63,956	\$ 67,005	\$ 70,000	\$ 70,000
<b>Revenue from Use of Money and Property</b>						
0400	Interest		\$ 38,456	\$ 41,477	\$ 42,000	\$ 42,000
Total Revenue from Use of Money and Property			\$ 38,456	\$ 41,477	\$ 42,000	\$ 42,000
<b>Intergovernmental Revenue - State</b>						
0663	State - Mental Health Proposition 63		\$ 5,872,014	\$ 6,625,739	\$ 7,232,400	\$ 7,232,400
0880	State - Other		155,339	477,995	477,995	477,995
Total Intergovernmental Revenue - State			\$ 6,027,353	\$ 7,103,734	\$ 7,710,395	\$ 7,710,395

Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7

**Intergovernmental Revenue - Federal**

1100	Federal - Other		\$ 196,521	\$ 342,607	\$ 342,948	\$ 342,948
1101	Federal - Block Grant Revenues		958,041	908,529	961,623	961,623
1107	Federal - Medi Cal		7,168,275	6,405,085	6,412,449	6,412,449
1108	Federal - Perinatal Medi Cal		120,025	140,211	152,552	152,552
1127	Federal - Healthy Families		-	11,829	-	-
Total Intergovernmental Revenue - Federal			\$ 8,442,863	\$ 7,808,261	\$ 7,869,572	\$ 7,869,572

**Charges for Services**

1640	Mental Health Services: Private Insurance		\$ 44,827	\$ 87,400	\$ 87,400	\$ 87,400
1641	Mental Health Services: Private Payors		42,138	33,688	10,500	10,500
1642	Mental Health Services: Other County		465,598	400,000	400,000	400,000
1643	Mental Health Services: Co Collections		6,867	15,000	15,000	15,000
1644	Mental Health Services: Public Guardian		125,058	86,000	86,000	86,000
1649	Mental Health Services: Other		100	80	-	-
1740	Charges for Services		(67)	5,000	5,000	5,000
1742	Miscellaneous Copy Fees		15	-	-	-
1819	Intrfnd Rev: Mental Health Sevices		29,718	-	-	-
Total Charges for Services			\$ 714,254	\$ 627,168	\$ 603,900	\$ 603,900

**Miscellaneous Revenues**

1940	Miscellaneous Revenue		\$ 414,651	\$ 104,794	\$ 755,050	\$ 755,050
1942	Miscellaneous Reimbursement		509	-	-	-
Total Miscellaneous Revenues			\$ 415,160	\$ 104,794	\$ 755,050	\$ 755,050

**Other Financing Sources**

2000	Sale of Fixed Assets		\$ 6,705	\$ -	\$ -	\$ -
2020	Operating Transfers In		1,078,976	827,487	996,305	996,305
2021	Operating Transfers In: Veh Lic Fee		214,996	493,463	338,311	338,311
2026	Operating Transfers In: PHD SRF		3,847,389	3,499,272	3,076,024	3,076,024
2027	Operating Transfers In: Sales Tax Realignment		3,709,181	3,573,390	3,556,618	3,162,757
Total Other Financing Sources			\$ 8,857,248	\$ 8,393,612	\$ 7,967,258	\$ 7,573,397

**TOTAL Mental Health Financing Sources** \$ 24,559,290 \$ 24,146,051 \$ 25,018,175 \$ 24,624,314

**Social Services SB163 Wraparound**

**Revenue from Use of Money and Property**

0400	Interest		\$ 247	\$ 120	\$ 120	\$ 120
Total Revenue from Use of Money and Property			\$ 247	\$ 120	\$ 120	\$ 120

**Intergovernmental Revenue - Federal**

1100	Federal - Other		\$ -	\$ 136,319	\$ 136,319	\$ 136,319
Total Intergovernmental Revenue - Federal			\$ -	\$ 136,319	\$ 136,319	\$ 136,319

**TOTAL Social Services SB163 Wraparound Financing Sources** \$ 247 \$ 136,439 \$ 136,439 \$ 136,439

**EIR Developemnt Fee**

**Revenue from Use of Money and Property**

0400	Interest		\$ 110	\$ -	\$ -	\$ -
Total Revenue from Use of Money and Property			\$ 110	\$ -	\$ -	\$ -

**TOTAL EIR Developemnt Fee Financing Sources** \$ 110 \$ - \$ - \$ -

**Federal Forest Reserve**

**Revenue from Use of Money and Property**

0400	Interest		\$ 803	\$ 99	\$ -	\$ -
Total Revenue from Use of Money and Property			\$ 803	\$ 99	\$ -	\$ -



Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7

**Intergovernmental Revenue - Federal**

1070	Federal - Forest Reserve Revenue		\$ 130,305	\$ -	\$ 65,570	\$ 65,570
	Total Intergovernmental Revenue - Federal		\$ 130,305	\$ -	\$ 65,570	\$ 65,570
	<b>TOTAL Federal Forest Reserve Financing Sources</b>		<b>\$ 131,107</b>	<b>\$ 99</b>	<b>\$ 65,570</b>	<b>\$ 65,570</b>

**Jail Commissary**

**Revenue from Use of Money and Property**

0400	Interest		\$ 5,388	\$ 5,000	\$ 5,000	\$ 5,000
	Total Revenue from Use of Money and Property		\$ 5,388	\$ 5,000	\$ 5,000	\$ 5,000

**Miscellaneous Revenues**

1940	Miscellaneous Revenue		\$ 80	\$ -	\$ -	\$ -
1944	Inmate Welfare Trust		437,096	407,801	407,801	407,801
	Total Miscellaneous Revenues		\$ 437,177	\$ 407,801	\$ 407,801	\$ 407,801

	<b>TOTAL Jail Commissary Financing Sources</b>		<b>\$ 442,565</b>	<b>\$ 412,801</b>	<b>\$ 412,801</b>	<b>\$ 412,801</b>
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**Placerville Union Cemetery**

**Revenue from Use of Money and Property**

0400	Interest		\$ 224	\$ 250	\$ 250	\$ 250
	Total Revenue from Use of Money and Property		\$ 224	\$ 250	\$ 250	\$ 250

**Charges for Services**

1740	Charges for Services		\$ 7,525	\$ 12,805	\$ 12,805	\$ 12,805
	Total Charges for Services		\$ 7,525	\$ 12,805	\$ 12,805	\$ 12,805

**Miscellaneous Revenues**

1920	Other Sales		\$ 3,350	\$ 23,600	\$ 23,600	\$ 23,600
1940	Miscellaneous Revenue		2,750	750	750	750
	Total Miscellaneous Revenues		\$ 6,100	\$ 24,350	\$ 24,350	\$ 24,350

	<b>TOTAL Placerville Union Cemetery Financing Sources</b>		<b>\$ 13,849</b>	<b>\$ 37,405</b>	<b>\$ 37,405</b>	<b>\$ 37,405</b>
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**CAO Countywide Special Revenue**

**Licenses, Permits and Franchises**

0264	River Use Permit		\$ 151,187	\$ 179,336	\$ 193,866	\$ 193,866
	Total Licenses, Permits and Franchises		\$ 151,187	\$ 179,336	\$ 193,866	\$ 193,866

**Fines, Forfeitures and Penalties**

0322	Criminal Justice Construction		\$ 202,011	\$ 200,000	\$ 200,000	\$ 200,000
0323	Court Construction		7,646	-	-	-
	Total Fines, Forfeitures and Penalties		\$ 209,657	\$ 200,000	\$ 200,000	\$ 200,000

**Revenue from Use of Money and Property**

0400	Interest		\$ 27,358	\$ 2,000	\$ -	\$ -
	Total Revenue from Use of Money and Property		\$ 27,358	\$ 2,000	\$ -	\$ -

**Intergovernmental Revenue - State**

0897	State - Off Highway Motor Veh License		\$ 67,888	\$ 67,870	\$ 70,775	\$ 70,775
	Total Intergovernmental Revenue - State		\$ 67,888	\$ 67,870	\$ 70,775	\$ 70,775

**Revenue Other Governmental Agencies**

1200	Other - Governmental Agencies		\$ 706,853	\$ 709,114	\$ 709,000	\$ 709,000
	Total Revenue Other Governmental Agencies		\$ 706,853	\$ 709,114	\$ 709,000	\$ 709,000

**Charges for Services**

1405	Quimby Fee		\$ 300	\$ -	\$ -	\$ -
1416	Public Safety Impact Fee		110,735	11,610	-	-
1501	Court Fee		12,794	-	-	-

El Dorado County  
 Detail of Additional Financing Sources by Fund and Account  
 Governmental Funds  
 Fiscal Year 2017-18

Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7
1506	Dispute Resolution Fee		28,498	-	-	-
1720	Park and Recreation Fees		110,120	83,500	-	-
		Total Charges for Services	\$ 262,447	\$ 95,110	\$ -	\$ -
<b>Miscellaneous Revenues</b>						
1940	Miscellaneous Revenue		\$ 351,589	\$ 500	\$ -	\$ -
		Total Miscellaneous Revenues	\$ 351,589	\$ 500	\$ -	\$ -
<b>Other Financing Sources</b>						
2020	Operating Transfers In		\$ 15,000	\$ 15,000	\$ -	\$ -
		Total Other Financing Sources	\$ 15,000	\$ 15,000	\$ -	\$ -
<b>Residual Equity Transfers</b>						
2100	Residual Equity Transfers In		\$ 461,702	\$ -	\$ -	\$ -
		Total Residual Equity Transfers	\$ 461,702	\$ -	\$ -	\$ -
<b>TOTAL CAO Countywide Special Revenue Financing Sources</b>			<b>\$ 2,253,683</b>	<b>\$ 1,268,930</b>	<b>\$ 1,173,641</b>	<b>\$ 1,173,641</b>
<b>Auditor-Controller Countywide Special Revenue</b>						
<b>Fines, Forfeitures and Penalties</b>						
0360	Penalties and Costs on Delinquent Taxes		\$ 97,948	\$ 80,000	\$ 80,000	\$ 80,000
		Total Fines, Forfeitures and Penalties	\$ 97,948	\$ 80,000	\$ 80,000	\$ 80,000
<b>Revenue from Use of Money and Property</b>						
0400	Interest		\$ 116	\$ -	\$ -	\$ -
		Total Revenue from Use of Money and Property	\$ 116	\$ -	\$ -	\$ -
<b>Charges for Services</b>						
1310	Special Assessments		\$ 470,327	\$ 526,432	\$ 500,200	\$ 500,200
		Total Charges for Services	\$ 470,327	\$ 526,432	\$ 500,200	\$ 500,200
<b>Miscellaneous Revenues</b>						
1940	Miscellaneous Revenue		\$ 2,859	\$ 2,000	\$ 2,000	\$ 2,000
		Total Miscellaneous Revenues	\$ 2,859	\$ 2,000	\$ 2,000	\$ 2,000
<b>TOTAL Auditor-Controller Countywide Special Revenue Financing Sources</b>			<b>\$ 571,250</b>	<b>\$ 608,432</b>	<b>\$ 582,200</b>	<b>\$ 582,200</b>
<b>Treas / Tax Collector Countywide Special Revenue</b>						
<b>Miscellaneous Revenues</b>						
1940	Miscellaneous Revenue		\$ 2,057	\$ 3,600	\$ -	\$ -
		Total Miscellaneous Revenues	\$ 2,057	\$ 3,600	\$ -	\$ -
<b>Other Financing Sources</b>						
2020	Operating Transfers In		\$ 2,510	\$ 3,600	\$ 3,600	\$ 3,600
		Total Other Financing Sources	\$ 2,510	\$ 3,600	\$ 3,600	\$ 3,600
<b>TOTAL Treas / Tax Collector Countywide Special Revenue Financing Sources</b>			<b>\$ 4,566</b>	<b>\$ 7,200</b>	<b>\$ 3,600</b>	<b>\$ 3,600</b>
<b>Assessor Countywide Special Revenue</b>						
<b>Revenue from Use of Money and Property</b>						
0400	Interest		\$ 904	\$ 29	\$ -	\$ -
		Total Revenue from Use of Money and Property	\$ 904	\$ 29	\$ -	\$ -
<b>Charges for Services</b>						
1740	Charges for Services		\$ 23,936	\$ 18,500	\$ 22,000	\$ 22,000
		Total Charges for Services	\$ 23,936	\$ 18,500	\$ 22,000	\$ 22,000
<b>TOTAL Assessor Countywide Special Revenue Financing Sources</b>			<b>\$ 24,840</b>	<b>\$ 18,529</b>	<b>\$ 22,000</b>	<b>\$ 22,000</b>

Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7

**District Attorney Countywide Special Revenue**

**Fines, Forfeitures and Penalties**

0343 Consumer Fraud	\$ 48,055	\$ 34,580	\$ 25,000	\$ 25,000
<b>Total Fines, Forfeitures and Penalties</b>	<b>\$ 48,055</b>	<b>\$ 34,580</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>

**Revenue from Use of Money and Property**

0400 Interest	\$ 3,290	\$ -	\$ -	\$ -
<b>Total Revenue from Use of Money and Property</b>	<b>\$ 3,290</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Intergovernmental Revenue - State**

0885 State - Auto Insurance Fraud	\$ 236,620	\$ 296,072	\$ 237,400	\$ 237,400
0886 State - Workers' Compensation Fraud	271,428	298,240	270,952	270,952
<b>Total Intergovernmental Revenue - State</b>	<b>\$ 508,048</b>	<b>\$ 594,312</b>	<b>\$ 508,352</b>	<b>\$ 508,352</b>

**Charges for Services**

1600 Recording Fees	\$ 132,392	\$ 80,000	\$ 80,000	\$ 80,000
<b>Total Charges for Services</b>	<b>\$ 132,392</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>

<b>TOTAL District Attorney Countywide Special Revenue Financing Sources</b>	<b>\$ 691,785</b>	<b>\$ 708,892</b>	<b>\$ 613,352</b>	<b>\$ 613,352</b>
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**Sheriff Countywide Special Revenue**

**Fines, Forfeitures and Penalties**

0320 Other Court Fines	\$ 44,583	\$ -	\$ -	\$ -
0346 Asset Forfeiture - State	47,628	-	-	-
0347 Asset Forfeiture - Federal	459,844	-	-	-
<b>Total Fines, Forfeitures and Penalties</b>	<b>\$ 552,055</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Revenue from Use of Money and Property**

0400 Interest	\$ 19,267	\$ 5	\$ -	\$ -
<b>Total Revenue from Use of Money and Property</b>	<b>\$ 19,267</b>	<b>\$ 5</b>	<b>\$ -</b>	<b>\$ -</b>

**Intergovernmental Revenue - State**

0760 State - Corrections	\$ -	\$ 57,750	\$ -	\$ -
0880 State - Other	841,724	-	-	-
<b>Total Intergovernmental Revenue - State</b>	<b>\$ 841,724</b>	<b>\$ 57,750</b>	<b>\$ -</b>	<b>\$ -</b>

**Charges for Services**

1490 Civil Process Services	\$ 25,691	\$ -	\$ -	\$ -
1680 Institutional Care and Services	184,805	-	-	-
<b>Total Charges for Services</b>	<b>\$ 210,496</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>TOTAL Sheriff Countywide Special Revenue Financing Sources</b>	<b>\$ 1,623,541</b>	<b>\$ 57,755</b>	<b>\$ -</b>	<b>\$ -</b>
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**Probation Countywide Special Revenue**

**Revenue from Use of Money and Property**

0400 Interest	\$ 923	\$ 100	\$ 100	\$ 100
<b>Total Revenue from Use of Money and Property</b>	<b>\$ 923</b>	<b>\$ 100</b>	<b>\$ 100</b>	<b>\$ 100</b>

**Intergovernmental Revenue - State**

0880 State - Other	\$ 352,966	\$ 300,000	\$ 300,000	\$ 300,000
<b>Total Intergovernmental Revenue - State</b>	<b>\$ 352,966</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>

<b>TOTAL Probation Countywide Special Revenue Financing Sources</b>	<b>\$ 353,889</b>	<b>\$ 300,100</b>	<b>\$ 300,100</b>	<b>\$ 300,100</b>
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**Agriculture Countywide Special Revenue**

**Revenue from Use of Money and Property**

0400 Interest	\$ 189	\$ -	\$ -	\$ -
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Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7
Total Revenue from Use of Money and Property			\$ 189	\$ -	\$ -	\$ -
<b>TOTAL Agriculture Countywide Special Revenue Financing Sources</b>			<b>\$ 189</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Recorder Countywide Special Revenue</b>						
<b>Licenses, Permits and Franchises</b>						
0262	Notary Confidential Marriage License		\$ 3,300	\$ 1,000	\$ 1,000	\$ 1,000
Total Licenses, Permits and Franchises			\$ 3,300	\$ 1,000	\$ 1,000	\$ 1,000
<b>Revenue from Use of Money and Property</b>						
0400	Interest		\$ 7,503	\$ -	\$ -	\$ -
Total Revenue from Use of Money and Property			\$ 7,503	\$ -	\$ -	\$ -
<b>Charges for Services</b>						
1600	Recording Fees		\$ 123,284	\$ 55,000	\$ 55,000	\$ 55,000
1601	Computer Recording Fee		278,324	200,000	200,000	200,000
1602	Micrographics		179,932	160,000	160,000	160,000
1603	Vital Health Statistic Fee		25,016	25,000	25,000	25,000
Total Charges for Services			\$ 606,556	\$ 440,000	\$ 440,000	\$ 440,000
<b>TOTAL Recorder Countywide Special Revenue Financing Sources</b>			<b>\$ 617,358</b>	<b>\$ 441,000</b>	<b>\$ 441,000</b>	<b>\$ 441,000</b>
<b>Dept of Transportation Countywide Special Revenue</b>						
<b>Licenses, Permits and Franchises</b>						
0230	Road Privileges and Permits		\$ 4,029	\$ -	\$ -	\$ -
Total Licenses, Permits and Franchises			\$ 4,029	\$ -	\$ -	\$ -
<b>Revenue from Use of Money and Property</b>						
0400	Interest		\$ 249,832	\$ 280,330	\$ 225,000	\$ 225,000
0401	Community Dev Block Grant Note		24,366	-	-	-
Total Revenue from Use of Money and Property			\$ 274,197	\$ 280,330	\$ 225,000	\$ 225,000
<b>Revenue Other Governmental Agencies</b>						
1207	Shingle Springs Rancheria		\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000
Total Revenue Other Governmental Agencies			\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000
<b>Charges for Services</b>						
1470	TIM: Traffic Impact Mitigation		\$ 8,846,729	\$ 8,100,000	\$ 8,100,000	\$ 8,100,000
1745	Public Utility Inspections		4,081	5,000	10,000	10,000
Total Charges for Services			\$ 8,850,810	\$ 8,105,000	\$ 8,110,000	\$ 8,110,000
<b>Miscellaneous Revenues</b>						
1940	Miscellaneous Revenue		\$ 1,089	\$ -	\$ -	\$ -
Total Miscellaneous Revenues			\$ 1,089	\$ -	\$ -	\$ -
<b>Other Financing Sources</b>						
2020	Operating Transfers In		\$ 4,355	\$ -	\$ -	\$ -
Total Other Financing Sources			\$ 4,355	\$ -	\$ -	\$ -
<b>TOTAL Dept of Transportation Countywide Special Revenue Financing Sources</b>			<b>\$ 11,734,480</b>	<b>\$ 10,985,330</b>	<b>\$ 10,935,000</b>	<b>\$ 10,935,000</b>
<b>CDA Countywide Special Revenue</b>						
<b>Licenses, Permits and Franchises</b>						
0240	Zoning Permits Administration		\$ 176,398	\$ 212,708	\$ -	\$ -
0266	Septic Permit		-	(348)	-	-
Total Licenses, Permits and Franchises			\$ 176,398	\$ 212,360	\$ -	\$ -

El Dorado County  
 Detail of Additional Financing Sources by Fund and Account  
 Governmental Funds  
 Fiscal Year 2017-18

Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7

**Revenue from Use of Money and Property**

0400 Interest	\$	21	\$	-	\$	-	\$	-
<b>Total Revenue from Use of Money and Property</b>	\$	21	\$	-	\$	-	\$	-

**Charges for Services**

1409 Subdiv Tentative / Final Map Plan Check	\$	171,385	\$	37,725	\$	-	\$	-
1412 Development Projects (T&M)		662,166		1,054,751		1,290,000		1,290,000
1741 Special Project Staff Hours		4,840		-		-		-
1744 Miscellaneous Inspections or Services		-		75,100		38,000		38,000
<b>Total Charges for Services</b>	\$	838,391	\$	1,167,576	\$	1,328,000	\$	1,328,000

**Miscellaneous Revenues**

1940 Miscellaneous Revenue	\$	18,852	\$	(6,442)	\$	-	\$	-
<b>Total Miscellaneous Revenues</b>	\$	18,852	\$	(6,442)	\$	-	\$	-

**Residual Equity Transfers**

2100 Residual Equity Transfers In	\$	4,972	\$	-	\$	-	\$	-
<b>Total Residual Equity Transfers</b>	\$	4,972	\$	-	\$	-	\$	-

<b>TOTAL CDA Countywide Special Revenue Financing Sources</b>	\$	<b>1,038,634</b>	\$	<b>1,373,494</b>	\$	<b>1,328,000</b>	\$	<b>1,328,000</b>
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**Development Services Countywide Special Revenue**

**Licenses, Permits and Franchises**

0220 Construction Permits	\$	(58,732)	\$	-	\$	-	\$	-
<b>Total Licenses, Permits and Franchises</b>	\$	(58,732)	\$	-	\$	-	\$	-

**Revenue from Use of Money and Property**

0400 Interest	\$	4,093	\$	6,900	\$	7,000	\$	7,000
<b>Total Revenue from Use of Money and Property</b>	\$	4,093	\$	6,900	\$	7,000	\$	7,000

**Charges for Services**

1415 Ecological Preserve Fee	\$	140,051	\$	152,000	\$	152,000	\$	152,000
1744 Miscellaneous Inspections or Services		23,500		-		-		-
<b>Total Charges for Services</b>	\$	163,551	\$	152,000	\$	152,000	\$	152,000

**Other Financing Sources**

2020 Operating Transfers In	\$	741,655	\$	-	\$	-	\$	-
<b>Total Other Financing Sources</b>	\$	741,655	\$	-	\$	-	\$	-

**Residual Equity Transfers**

2100 Residual Equity Transfers In	\$	1,640,148	\$	-	\$	-	\$	-
<b>Total Residual Equity Transfers</b>	\$	1,640,148	\$	-	\$	-	\$	-

<b>TOTAL Development Services Countywide Special Revenue Financing Sources</b>	\$	<b>2,490,714</b>	\$	<b>158,900</b>	\$	<b>159,000</b>	\$	<b>159,000</b>
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**Public Health Countywide Special Revenue**

**Revenue from Use of Money and Property**

0400 Interest	\$	1,098	\$	1,000	\$	1,000	\$	1,000
<b>Total Revenue from Use of Money and Property</b>	\$	1,098	\$	1,000	\$	1,000	\$	1,000

**Charges for Services**

1740 Charges for Services	\$	6,321	\$	10,000	\$	10,000	\$	10,000
<b>Total Charges for Services</b>	\$	6,321	\$	10,000	\$	10,000	\$	10,000

**Miscellaneous Revenues**

1940 Miscellaneous Revenue	\$	30,446	\$	52,500	\$	2,500	\$	2,500
1943 Miscellaneous Donation		4,795		-		35,000		35,000
<b>Total Miscellaneous Revenues</b>	\$	35,241	\$	52,500	\$	37,500	\$	37,500

Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual Estimated <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7

**TOTAL Public Health Countywide Special Revenue Financing Sources** \$ 42,660 \$ 63,500 \$ 48,500 \$ 48,500

**Environmental Mngmnt Countywide Special Revenue**

**Revenue from Use of Money and Property**

0400 Interest \$ (312) \$ 206 \$ 270 \$ 270  
 Total Revenue from Use of Money and Property \$ (312) \$ 206 \$ 270 \$ 270

**Intergovernmental Revenue - State**

0880 State - Other \$ - \$ - \$ 106,952 \$ 106,952  
 Total Intergovernmental Revenue - State \$ - \$ - \$ 106,952 \$ 106,952

**Miscellaneous Revenues**

1940 Miscellaneous Revenue \$ 102,825 \$ - \$ - \$ -  
 Total Miscellaneous Revenues \$ 102,825 \$ - \$ - \$ -

**Other Financing Sources**

2020 Operating Transfers In \$ 291,858 \$ 31,233 \$ 15,000 \$ 15,000  
 Total Other Financing Sources \$ 291,858 \$ 31,233 \$ 15,000 \$ 15,000

**TOTAL Environmental Mngmnt Countywide Special Revenue Financing Sources** \$ 394,371 \$ 31,439 \$ 122,222 \$ 122,222

**AQMD Countywide Special Revenue**

**Revenue from Use of Money and Property**

0400 Interest \$ 35 \$ - \$ - \$ -  
 Total Revenue from Use of Money and Property \$ 35 \$ - \$ - \$ -

**Residual Equity Transfers**

2100 Residual Equity Transfers In \$ 8,053 \$ - \$ - \$ -  
 Total Residual Equity Transfers \$ 8,053 \$ - \$ - \$ -

**TOTAL AQMD Countywide Special Revenue Financing Sources** \$ 8,087 \$ - \$ - \$ -

**Veterans' Services Countywide Special Revenue**

**Revenue from Use of Money and Property**

0400 Interest \$ 224 \$ - \$ - \$ -  
 Total Revenue from Use of Money and Property \$ 224 \$ - \$ - \$ -

**Miscellaneous Revenues**

1940 Miscellaneous Revenue \$ 5,711 \$ 5,000 \$ 6,000 \$ 6,000  
 Total Miscellaneous Revenues \$ 5,711 \$ 5,000 \$ 6,000 \$ 6,000

**TOTAL Veterans' Services Countywide Special Revenue Financing Sources** \$ 5,935 \$ 5,000 \$ 6,000 \$ 6,000

**Human Services Countywide Special Revenue**

**Revenue from Use of Money and Property**

0400 Interest \$ 302 \$ 850 \$ 900 \$ 900  
 Total Revenue from Use of Money and Property \$ 302 \$ 850 \$ 900 \$ 900

**Intergovernmental Revenue - State**

0880 State - Other \$ 3,745 \$ 3,917 \$ 18,745 \$ 18,745  
 Total Intergovernmental Revenue - State \$ 3,745 \$ 3,917 \$ 18,745 \$ 18,745

**Charges for Services**

1600 Recording Fees \$ 12,600 \$ 12,000 \$ 12,000 \$ 12,000  
 1603 Vital Health Statistic Fee 1,855 2,000 2,000 2,000  
 Total Charges for Services \$ 14,455 \$ 14,000 \$ 14,000 \$ 14,000

Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7
<b>Miscellaneous Revenues</b>						
	1943	Miscellaneous Donation	\$ 160,000	\$ -	\$ -	\$ -
		Total Miscellaneous Revenues	\$ 160,000	\$ -	\$ -	\$ -
		<b>TOTAL Human Services Countywide Special Revenue Financing Sources</b>	<b>\$ 178,502</b>	<b>\$ 18,767</b>	<b>\$ 33,645</b>	<b>\$ 33,645</b>
<b>Public Guardian Countywide Special Revenue</b>						
<b>Residual Equity Transfers</b>						
	2100	Residual Equity Transfers In	\$ 11,861	\$ -	\$ -	\$ -
		Total Residual Equity Transfers	\$ 11,861	\$ -	\$ -	\$ -
		<b>TOTAL Public Guardian Countywide Special Revenue Financing Sources</b>	<b>\$ 11,861</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Library Countywide Special Revenue</b>						
<b>Revenue from Use of Money and Property</b>						
	0400	Interest	\$ 1,069	\$ -	\$ -	\$ -
		Total Revenue from Use of Money and Property	\$ 1,069	\$ -	\$ -	\$ -
<b>Miscellaneous Revenues</b>						
	1943	Miscellaneous Donation	\$ 3,725	\$ 5,220	\$ 4,000	\$ 4,000
	1954	Misc Donations: Friends of Library	100	-	-	-
		Total Miscellaneous Revenues	\$ 3,825	\$ 5,220	\$ 4,000	\$ 4,000
<b>Residual Equity Transfers</b>						
	2100	Residual Equity Transfers In	\$ 40,849	\$ -	\$ -	\$ -
		Total Residual Equity Transfers	\$ 40,849	\$ -	\$ -	\$ -
		<b>TOTAL Library Countywide Special Revenue Financing Sources</b>	<b>\$ 45,742</b>	<b>\$ 5,220</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
<b>Fish and Game Countywide Special Revenue</b>						
<b>Revenue from Use of Money and Property</b>						
	0400	Interest	\$ 42	\$ -	\$ -	\$ -
		Total Revenue from Use of Money and Property	\$ 42	\$ -	\$ -	\$ -
<b>Miscellaneous Revenues</b>						
	1940	Miscellaneous Revenue	\$ 3,000	\$ -	\$ -	\$ 3,000
		Total Miscellaneous Revenues	\$ 3,000	\$ -	\$ -	\$ 3,000
		<b>TOTAL Fish and Game Countywide Special Revenue Financing Sources</b>	<b>\$ 3,042</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000</b>
<b>Health and Welfare Countywide Special Revenue</b>						
<b>Revenue from Use of Money and Property</b>						
	0400	Interest	\$ 32,518	\$ 14,900	\$ 14,900	\$ 14,900
		Total Revenue from Use of Money and Property	\$ 32,518	\$ 14,900	\$ 14,900	\$ 14,900
<b>Intergovernmental Revenue - State</b>						
	0544	State - Veh Lic Realignment - MentHlth	\$ -	\$ 100,764	\$ 338,311	\$ 338,311
	0545	State - Veh Lic Realignment - Health	-	3,923,438	4,217,308	4,217,308
	0546	State - Veh Lic Realignment - Soc Serv	-	240,690	240,690	240,690
	0606	State - Sales Tax Realignment	11,457,972	12,027,649	12,027,649	12,027,649
	0661	State - Sales Tax Realignment Mentl Hlth	3,248,629	3,292,408	3,087,887	3,087,887
	0686	State - Sales Tax Realignment Health	402,083	700,000	450,000	450,000
		Total Intergovernmental Revenue - State	\$ 15,108,684	\$ 20,284,949	\$ 20,361,845	\$ 20,361,845
<b>Other Financing Sources</b>						
	2020	Operating Transfers In	\$ 720,702	\$ 720,702	\$ 720,702	\$ 720,702

State Controller Schedules County Budget Act January 2010 Edition, revision #1	El Dorado County Detail of Additional Financing Sources by Fund and Account Governmental Funds Fiscal Year 2017-18	Schedule 6
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Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7

2021 Operating Transfers In: Veh Lic Fee	4,659,124	-	-	-
Total Other Financing Sources	\$ 5,379,826	\$ 720,702	\$ 720,702	\$ 720,702
<b>TOTAL Health and Welfare Countywide Special Revenue Financing Sources</b>	<b>\$ 20,521,028</b>	<b>\$ 21,020,551</b>	<b>\$ 21,097,447</b>	<b>\$ 21,097,447</b>

**County Local Revenue Fund**

<b>Intergovernmental Revenue - State</b>				
0606 State - Sales Tax Realignment	\$ -	\$ -	\$ 7,922,555	\$ 7,922,555
0680 State - Health	3,384,621	-	3,076,024	3,076,024
0860 State - Public Safety Sales Tax	-	3,733,765	-	-
0880 State - Other	17,094,143	15,444,250	4,403,059	7,103,059
Total Intergovernmental Revenue - State	\$ 20,478,763	\$ 19,178,015	\$ 15,401,638	\$ 18,101,638
<b>TOTAL County Local Revenue Fund Financing Sources</b>	<b>\$ 20,478,763</b>	<b>\$ 19,178,015</b>	<b>\$ 15,401,638</b>	<b>\$ 18,101,638</b>

**SLESF Countywide Special Revenue**

<b>Revenue from Use of Money and Property</b>				
0400 Interest	\$ 3,855	\$ 1,000	\$ 1,000	\$ 1,000
Total Revenue from Use of Money and Property	\$ 3,855	\$ 1,000	\$ 1,000	\$ 1,000
<b>Intergovernmental Revenue - State</b>				
0884 State - Suppl Law Enforce Serv (SLESF)	\$ 967,490	\$ 811,552	\$ 501,317	\$ 501,317
Total Intergovernmental Revenue - State	\$ 967,490	\$ 811,552	\$ 501,317	\$ 501,317
<b>TOTAL SLESF Countywide Special Revenue Financing Sources</b>	<b>\$ 971,345</b>	<b>\$ 812,552</b>	<b>\$ 502,317</b>	<b>\$ 502,317</b>
<b>TOTAL Special Revenue Funds Financing Sources</b>	<b>\$ 171,042,547</b>	<b>\$ 166,043,887</b>	<b>\$ 182,762,122</b>	<b>\$ 184,730,263</b>

**Capital Project Funds**

**Accumulated Capital Outlay**

<b>Taxes</b>				
0100 Property Taxes - Current Secured	\$ 1,237,625	\$ 1,348,000	\$ 1,402,000	\$ 1,402,000
0110 Property Taxes - Current Unsecured	25,578	49,000	51,000	51,000
0120 Property Taxes - Prior Secured	(409)	-	-	-
0130 Property Taxes - Prior Unsecured	704	1,000	1,000	1,000
0140 Supplemental Property Taxes - Current	14,996	2,000	2,100	2,100
0150 Supplemental Property Taxes - Prior	7,289	8,000	8,400	8,400
0174 Timber Yield Tax	3,073	5,000	3,000	3,000
Total Taxes	\$ 1,288,856	\$ 1,413,000	\$ 1,467,500	\$ 1,467,500
<b>Fines, Forfeitures and Penalties</b>				
0360 Penalties and Costs on Delinquent Taxes	\$ 237	\$ -	\$ -	\$ -
Total Fines, Forfeitures and Penalties	\$ 237	\$ -	\$ -	\$ -
<b>Revenue from Use of Money and Property</b>				
0400 Interest	\$ 13,232	\$ 13,000	\$ 13,500	\$ 13,500
Total Revenue from Use of Money and Property	\$ 13,232	\$ 13,000	\$ 13,500	\$ 13,500
<b>Intergovernmental Revenue - State</b>				
0820 State - Homeowners' Property Tax Relief	\$ 13,016	\$ 4,000	\$ 4,000	\$ 4,000
0880 State - Other	158,550	1,639,217	-	-
Total Intergovernmental Revenue - State	\$ 171,566	\$ 1,643,217	\$ 4,000	\$ 4,000
<b>Revenue Other Governmental Agencies</b>				
1200 Other - Governmental Agencies	\$ 4,874	\$ 5,000	\$ 5,000	\$ 5,000



El Dorado County  
 Detail of Additional Financing Sources by Fund and Account  
 Governmental Funds  
 Fiscal Year 2017-18

Fund Name	Financing Source Category	Financing Source Account	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5	6	7
Total Revenue Other Governmental Agencies			\$ 4,874	\$ 5,000	\$ 5,000	\$ 5,000
<b>Miscellaneous Revenues</b>						
1940	Miscellaneous Revenue		\$ 13,378	\$ -	\$ -	\$ -
1942	Miscellaneous Reimbursement		(13,233)	-	-	-
Total Miscellaneous Revenues			\$ 145	\$ -	\$ -	\$ -
<b>Other Financing Sources</b>						
2020	Operating Transfers In		\$ 7,309,985	\$ 20,730,968	\$ 20,174,945	\$ 20,174,945
Total Other Financing Sources			\$ 7,309,985	\$ 20,730,968	\$ 20,174,945	\$ 20,174,945
<b>TOTAL Accumulated Capital Outlay Financing Sources</b>			<b>\$ 8,788,895</b>	<b>\$ 23,805,185</b>	<b>\$ 21,664,945</b>	<b>\$ 21,664,945</b>
<b>TOTAL Capital Project Funds Financing Sources</b>			<b>\$ 8,788,895</b>	<b>\$ 23,805,185</b>	<b>\$ 21,664,945</b>	<b>\$ 21,664,945</b>
<b>Debt Service Funds</b>						
El Dorado Hills Business Park						
<b>Revenue from Use of Money and Property</b>						
0400	Interest		\$ 7,749	\$ -	\$ -	\$ -
Total Revenue from Use of Money and Property			\$ 7,749	\$ -	\$ -	\$ -
<b>TOTAL El Dorado Hills Business Park Financing Sources</b>			<b>\$ 7,749</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL Debt Service Funds Financing Sources</b>			<b>\$ 7,749</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL ALL FUNDS</b>			<b>\$ 411,725,103</b>	<b>\$ 429,566,647</b>	<b>\$ 451,379,743</b>	<b>\$ 454,022,732</b>

State Controller Schedules County Budget Act January 2010 Edition, revision #1		El Dorado County Summary of Financing Uses by Function and Fund Governmental Funds Fiscal Year 2017-18			Schedule 7	
Description	2015-16 Actual	2016-17 Actual Estimated	<input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended	
1	2	3		4	5	
<b>Summarization by Function</b>						
General Government	\$ 72,364,445	\$ 105,069,130		\$ 101,022,266	\$ 100,961,601	
Public Protection	131,225,708	141,552,822		145,234,060	147,286,700	
Public Ways & Facilities	78,761,759	79,732,116		99,923,147	99,923,147	
Health & Sanitation	51,568,603	59,889,523		63,480,916	63,480,916	
Public Assistance	73,698,375	82,505,177		91,221,456	90,525,240	
Education	3,252,239	3,478,811		3,448,720	3,448,720	
Recreation & Cultural Services	2,143,566	1,900,456		1,698,167	1,698,167	
<b>Total Financing Uses by Function</b>	<b>\$ 413,014,694</b>	<b>\$ 474,128,035</b>		<b>\$ 506,028,732</b>	<b>\$ 507,324,491</b>	
<b>Appropriations for Contingencies</b>						
General Fund	\$ -	\$ -		\$ 5,500,000	\$ 5,500,000	
Community Services	-	-		68,598	-	
Public Health	-	-		1,149,916	1,149,916	
Mental Health	-	-		8,674,441	8,280,580	
Jail Commissary	-	-		1,011,301	1,011,301	
Countywide Special Revenue	-	-		3,966,059	3,966,059	
<b>Total Appropriations for Contingencies</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 20,370,315</b>	<b>\$ 19,907,856</b>	
<b>Subtotal Financing Uses</b>	<b>\$ 413,014,694</b>	<b>\$ 474,128,035</b>		<b>\$ 526,399,047</b>	<b>\$ 527,232,347</b>	
<b>Provisions for Obligated Fund Balances</b>						
General Fund	\$ -	\$ 5,788,732		\$ 5,382,700	\$ 5,382,700	
Public Health	-	5,000,000		-	-	
Community Services	-	-		-	125,000	
Countywide Special Revenue	-	10,468,537		3,469,759	3,469,759	
Accumulative Capital Outlay	-	900,000		-	-	
<b>Total Obligated Fund Balances</b>	<b>\$ -</b>	<b>\$ 22,157,269</b>		<b>\$ 8,852,459</b>	<b>\$ 8,977,459</b>	
<b>Total Financing Uses</b>	<b>\$ 413,014,694</b>	<b>\$ 496,285,304</b>		<b>\$ 535,251,506</b>	<b>\$ 536,209,806</b>	
<b>Summarization by Fund</b>						
General Fund	\$ 229,928,296	\$ 268,806,453		\$ 281,372,122	\$ 279,776,690	
Erosion Control	2,668,027	1,546,952		2,957,253	2,957,253	
Road Fund	55,857,722	56,480,804		74,233,847	74,233,847	
County Road District Tax Fund	6,152,389	5,812,079		6,459,748	6,459,748	
Special Aviation	20,040	20,030		20,030	20,030	
Fish and Game	1,161	23,000		-	3,000	
Community Services	7,002,984	7,207,957		8,068,047	7,724,049	
Housing, Community & Econ Devlp	479,512	982,582		1,068,955	1,068,955	
Public Health	13,229,069	21,673,042		19,933,832	19,933,832	
Mental Health	23,382,941	27,605,839		38,682,482	38,288,621	
Social Services SB163 Wraparound	-	194,359		194,359	194,359	
Planning: EIR Development Fees	-	-		-	-	
Federal Forest Reserve	127,992	131,140		65,570	65,570	
Jail Commissary	343,007	669,815		1,712,801	1,712,801	
Placerville Union Cemetery	26,998	57,765		52,064	52,064	
Countywide Special Revenue	65,737,828	79,738,805		73,675,928	76,964,519	
Accumulative Capital Outlay	8,056,728	25,334,682		26,754,468	26,754,468	
<b>Total Financing Uses</b>	<b>\$ 413,014,694</b>	<b>\$ 496,285,304</b>		<b>\$ 535,251,506</b>	<b>\$ 536,209,806</b>	

El Dorado County  
 Detail of Financing Uses by Function, Activity and Budget Unit  
 Governmental Funds  
 Fiscal Year 2017-18

Function, Activity and Budget Unit	2015-16 Actual	2016-17 Actual Estimated <input type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5

**General Government**

Legislative and Administrative

1011 Board of Supervisors	\$ 1,510,869	\$ 1,547,680	\$ 1,575,076	\$ 1,575,076
1012 Chief Administrative Office	2,445,691	4,670,969	4,803,723	4,803,723
1013 Annual Audit	89,560	105,000	85,000	85,000

<b>Total Legislative and Administrative</b>	<b>\$ 4,046,120</b>	<b>\$ 6,323,649</b>	<b>\$ 6,463,799</b>	<b>\$ 6,463,799</b>
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Finance

1021 Auditor-Controller	\$ 3,147,938	\$ 3,249,766	\$ 3,497,365	\$ 3,497,365
1021 Auditor-Controller Countywide Special Revenue	-	6,800	-	-
1022 Treasurer-Tax Collector	2,658,827	3,158,762	3,164,210	3,092,035
1022 Treasurer-Tax Collector Countywide Special Revenue	4,566	7,200	3,600	3,600
1023 Assessor	3,596,402	4,047,191	4,400,892	4,400,892
1023 Assessor Countywide Special Revenue	-	108,150	246,000	246,000
1024 Purchasing	636,440	633,656	686,782	686,782
1025 Revenue Recovery	870,558	930,384	58,092	58,092

<b>Total Finance</b>	<b>\$ 10,914,731</b>	<b>\$ 12,141,909</b>	<b>\$ 12,056,941</b>	<b>\$ 11,984,766</b>
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Counsel

1031 County Counsel	\$ 2,608,343	\$ 3,419,585	\$ 3,459,611	\$ 3,269,611
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<b>Total Counsel</b>	<b>\$ 2,608,343</b>	<b>\$ 3,419,585</b>	<b>\$ 3,459,611</b>	<b>\$ 3,269,611</b>
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Personnel

1041 Human Resources	\$ 1,367,846	\$ 1,976,801	\$ 1,642,116	\$ 1,642,116
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<b>Total Personnel</b>	<b>\$ 1,367,846</b>	<b>\$ 1,976,801</b>	<b>\$ 1,642,116</b>	<b>\$ 1,642,116</b>
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Elections

1051 Elections	\$ 1,373,444	\$ 1,588,310	\$ 1,543,476	\$ 1,462,766
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<b>Total Elections</b>	<b>\$ 1,373,444</b>	<b>\$ 1,588,310</b>	<b>\$ 1,543,476</b>	<b>\$ 1,462,766</b>
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Communications

1061 Communications	\$ 1,143,238	\$ 1,364,361	\$ 1,618,330	\$ 1,590,330
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1062 Courier	31,190	43,622	42,549	42,549
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<b>Total Communications</b>	<b>\$ 1,174,429</b>	<b>\$ 1,407,983</b>	<b>\$ 1,660,879</b>	<b>\$ 1,632,879</b>
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Property Management

1071 Building and Grounds	\$ 5,453,294	\$ 5,947,816	\$ 6,117,335	\$ 6,050,858
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1071 Building and Grounds Countywide Special Revenue	2,707	-	-	-
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<b>Total Property Management</b>	<b>\$ 5,456,001</b>	<b>\$ 5,947,816</b>	<b>\$ 6,117,335</b>	<b>\$ 6,050,858</b>
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Plant Acquisition

1081 Plant Acquisition Accumulated Capital Outlay	\$ 8,056,728	\$ 24,434,682	\$ 26,754,468	\$ 26,754,468
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1081 Plant Acquisition Countywide Special Revenue	508,558	533,570	200,000	200,000
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<b>Total Plant Acquisition</b>	<b>\$ 8,565,286</b>	<b>\$ 24,968,252</b>	<b>\$ 26,954,468</b>	<b>\$ 26,954,468</b>
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Promotion

1091 County Promotion	\$ 1,224,847	\$ -	\$ -	\$ -
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<b>Total Promotion</b>	<b>\$ 1,224,847</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
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El Dorado County  
 Detail of Financing Uses by Function, Activity and Budget Unit  
 Governmental Funds  
 Fiscal Year 2017-18

Function, Activity and Budget Unit	2015-16 Actual	2016-17 Actual <input type="checkbox"/> Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5

Other General				
1101 Information Services	\$ 6,591,303	\$ 7,647,477	\$ 8,048,820	\$ 8,673,842
1102 Surveyor	1,451,956	1,611,542	1,660,180	1,563,232
1104 Employee Benefits	20,204	30,000	155,000	155,000
1105 Engineer	2,035,555	2,157,885	2,019,252	2,019,252
1105 Engineer Countywide Special Revenue	4,029	-	-	-
1105 Engineer Countywide Special Revenue	595,150	850,000	850,000	850,000
1108 Contributions to Other Funds	21,260,259	31,575,788	27,472,635	27,472,635
1109 Contributions to Other Agencies	154,726	1,627,500	-	-
1110 Contributions to Airport	51,394	87,681	75,249	75,249
1111 Other General	1,975,934	(337,757)	(778,478)	(929,855)
1111 Other General Countywide Special Revenue	827,933	1,150,478	979,609	979,609
1111 Other General Countywide Special Revenue	531,730	756,540	582,200	582,200
1113 Other General Federal Forest Reserve	127,992	131,140	65,570	65,570
1115 Central Services	5,231	6,551	(6,396)	(6,396)
<b>Total Other General</b>	<b>\$ 35,633,396</b>	<b>\$ 47,294,825</b>	<b>\$ 41,123,641</b>	<b>\$ 41,500,338</b>
<b>Total General Government</b>	<b>\$ 72,364,445</b>	<b>\$ 105,069,130</b>	<b>\$ 101,022,266</b>	<b>\$ 100,961,601</b>

Public Protection				
Judicial				
2011 Superior Court	\$ 1,740,168	\$ 2,581,877	\$ 2,453,725	\$ 2,453,725
2011 Superior Court Countywide Special Revenue	68,806	95,299	-	-
2013 Grand Jury	45,955	75,319	83,086	83,086
2014 District Attorney	8,754,571	9,066,318	9,290,122	9,290,122
2014 District Attorney Countywide Special Revenue	604,967	794,092	613,352	613,352
2014 District Attorney County Local Revenue Fund	33,584	63,198	121,896	121,896
2015 Child Support Services	4,934,633	5,043,569	5,014,103	5,014,103
2016 Public Defender	3,365,361	3,722,650	3,744,711	3,744,711
2017 Sheriff - Bailiff	3,467,200	3,536,073	3,874,716	3,839,716
2017 Sheriff - Bailiff County Local Revenue Fund	2,816,169	2,791,756	-	3,126,604
<b>Total Judicial</b>	<b>\$ 25,831,415</b>	<b>\$ 27,770,151</b>	<b>\$ 25,195,711</b>	<b>\$ 28,287,315</b>
Police Protection/Detention				
2021 Sheriff	\$ 35,378,417	\$ 38,949,395	\$ 40,095,121	\$ 40,022,798
2021 Sheriff Countywide Special Revenue	456,810	625,350	361,810	361,810
2021 Sheriff County Local Revenue Fund	-	42,000	41,000	41,000
2021 Sheriff SLESF	326,347	240,000	-	-
2022 Central Dispatch	2,303,960	2,367,675	2,450,520	2,416,921
<b>Total Police Protection/Detention</b>	<b>\$ 38,465,535</b>	<b>\$ 42,224,420</b>	<b>\$ 42,948,451</b>	<b>\$ 42,842,529</b>

El Dorado County  
 Detail of Financing Uses by Function, Activity and Budget Unit  
 Governmental Funds  
 Fiscal Year 2017-18

Function, Activity and Budget Unit	2015-16 Actual	2016-17 Actual Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5
<b>Detention and Correction</b>				
2031 Jail	\$ 14,539,402	\$ 16,685,047	\$ 16,753,972	\$ 16,208,972
2031 Jail Jail Commissary	343,007	669,815	701,500	701,500
2031 Jail Countywide Special Revenue	387,247	108,000	69,200	69,200
2031 Jail SLESF	75,433	60,000	65,000	65,000
2032 Juvenile Hall	6,079,112	6,768,039	6,981,189	6,831,313
2032 Juvenile Hall County Local Revenue Fund	538,010	617,886	490,000	490,000
2032 Juvenile Hall SLESF	594,405	613,493	702,317	702,317
2033 Probation County Local Revenue Fund	4,011,187	5,071,060	5,169,668	5,169,668
2033 Probation	9,719,880	10,826,389	11,605,475	11,577,309
2033 Probation Countywide Special Revenue	353,814	426,481	426,900	426,900
<b>Total Detention and Correction</b>	<b>\$ 36,641,498</b>	<b>\$ 41,846,210</b>	<b>\$ 42,965,221</b>	<b>\$ 42,242,179</b>
<b>Flood Contr. &amp; Soil/Water Conserv.</b>				
2051 Erosion Control	\$ 2,668,027	\$ 1,546,952	\$ 2,957,253	\$ 2,957,253
<b>Total Flood Contr. &amp; Soil/Water Conserv.</b>	<b>\$ 2,668,027</b>	<b>\$ 1,546,952</b>	<b>\$ 2,957,253</b>	<b>\$ 2,957,253</b>
<b>Protection Inspection</b>				
2061 Agricultural Commissioner	\$ 1,282,220	\$ 1,397,904	\$ 1,404,926	\$ 1,404,926
2062 Building Inspector	5,678,596	6,768,120	7,008,380	7,008,380
2062 Building Inspector Countywide Special Revenue	67,016	155,100	118,000	118,000
2062 Building Inspector Countywide Special Revenue	390,406	-	-	-
<b>Total Protection Inspection</b>	<b>\$ 7,418,238</b>	<b>\$ 8,321,124</b>	<b>\$ 8,531,306</b>	<b>\$ 8,531,306</b>
<b>Other Protection</b>				
2071 Coroner	\$ 1,681,499	\$ 1,581,347	\$ 2,041,327	\$ 1,891,327
2072 Emergency Services	1,773,216	942,056	1,027,330	971,330
2073 Recorder / Clerk	1,460,533	1,571,961	1,611,130	1,601,130
2073 Recorder / Clerk Countywide Special Revenue	546,439	571,000	586,000	586,000
2074 Planning and Zoning Countywide Special Revenue	1,987,150	500,000	500,000	500,000
2074 Planning and Zoning	7,642,940	8,306,808	10,153,859	10,153,859
2074 Planning and Zoning Countywide Special Revenue	370,927	368,394	360,000	360,000
2075 Animal Control	2,567,731	3,416,623	3,691,474	3,691,474
2075 Animal Control Countywide Special Revenue	40,946	313,639	279,800	279,800
2076 Public Guardian	2,009,796	2,071,980	2,178,379	2,178,379
2076 Public Guardian Countywide Special Revenue	11,861	-	-	-
2077 Fish and Game	1,161	23,000	-	3,000
2077 Fish and Game Countywide Special Revenue	7,425	-	-	3,000
2080 Cemetery Administration	72,373	119,392	154,755	154,755
2080 Cemetery Administration Placerville Union Cemetery	26,998	57,765	52,064	52,064
<b>Total Other Protection</b>	<b>\$ 20,200,995</b>	<b>\$ 19,843,965</b>	<b>\$ 22,636,118</b>	<b>\$ 22,426,118</b>
<b>Total Public Protection</b>	<b>\$ 131,225,708</b>	<b>\$ 141,552,822</b>	<b>\$ 145,234,060</b>	<b>\$ 147,286,700</b>

El Dorado County  
 Detail of Financing Uses by Function, Activity and Budget Unit  
 Governmental Funds  
 Fiscal Year 2017-18

Function, Activity and Budget Unit	2015-16 Actual	2016-17 Actual Estimated <input type="checkbox"/>	2017-18 Department Requested <input checked="" type="checkbox"/>	2017-18 CAO Recommended
1	2	3	4	5

**Public Ways and Facilities**

Public Ways				
3011 Road Construction & Maint Road Fund	\$ 55,857,722	\$ 56,480,804	\$ 74,233,847	\$ 74,233,847
3011 Road Construction & Maint Countywide Special Revenue	16,731,607	17,419,203	19,209,522	19,209,522
3012 Road District Tax Fund	6,152,389	5,812,079	6,459,748	6,459,748
<b>Total Public Ways</b>	<b>\$ 78,741,719</b>	<b>\$ 79,712,086</b>	<b>\$ 99,903,117</b>	<b>\$ 99,903,117</b>
Transportation Terminals				
3021 Special Aviation	\$ 20,040	\$ 20,030	\$ 20,030	\$ 20,030
<b>Total Transportation Terminals</b>	<b>\$ 20,040</b>	<b>\$ 20,030</b>	<b>\$ 20,030</b>	<b>\$ 20,030</b>
<b>Total Public Ways and Facilities</b>	<b>\$ 78,761,759</b>	<b>\$ 79,732,116</b>	<b>\$ 99,923,147</b>	<b>\$ 99,923,147</b>

**Health and Sanitation**

Health				
4011 Public Health County Local Revenue Fund	\$ 3,847,389	\$ 4,135,676	\$ 3,076,024	\$ 3,076,024
4011 Public Health	13,117,406	16,476,048	18,489,213	18,489,213
4011 Public Health County Health and Welfare Fund	5,468,477	5,331,630	5,375,500	5,375,500
4012 Drug and Alcohol Abuse Services - Mental Health	3,813,654	3,546,720	3,366,732	3,366,732
4012 Drug and Alcohol Abuse Service - Public Health	111,663	196,994	294,703	294,703
4013 Mental Health	19,569,286	24,059,119	26,641,309	26,641,309
4013 Mental Health County Health and Welfare Fund	3,484,594	3,411,682	3,444,708	3,444,708
4014 Environmental Management	1,856,870	2,637,895	2,649,255	2,649,255
4014 Environmental Management Countywide Special Revenue	299,263	93,759	143,472	143,472
<b>Total Health</b>	<b>\$ 51,568,603</b>	<b>\$ 59,889,523</b>	<b>\$ 63,480,916</b>	<b>\$ 63,480,916</b>
<b>Total Health and Sanitation</b>	<b>\$ 51,568,603</b>	<b>\$ 59,889,523</b>	<b>\$ 63,480,916</b>	<b>\$ 63,480,916</b>

**Public Assistance**

Administration				
5011 Social Services Administration	\$ 19,776,843	\$ 23,273,601	\$ 25,024,579	\$ 24,595,626
5011 Social Services County Health and Welfare Fund	7,924,547	8,429,438	7,973,634	8,132,621
5012 Social Services Programs	9,125,636	10,578,501	13,098,919	13,098,827
5012 Wraparound Program - SB 163	-	136,319	136,319	136,319
5012 Social Services Programs Countywide Special Revenue	20,332	81,760	98,473	98,473
5012 Social Services County Health and Welfare Fund	3,617,439	4,510,637	4,510,637	4,510,637
5012 Social Services County Local Revenue Fund	7,413,552	8,625,232	9,408,480	9,408,480
<b>Total Administration</b>	<b>\$ 47,878,348</b>	<b>\$ 55,635,488</b>	<b>\$ 60,251,041</b>	<b>\$ 59,980,983</b>
Aid Programs				
5021 Wraparound Program - SB 163	\$ -	\$ 58,040	\$ 58,040	\$ 58,040
5021 Categorical Aids	17,650,897	17,922,470	21,071,204	21,071,204
<b>Total Aid Programs</b>	<b>\$ 17,650,897</b>	<b>\$ 17,980,510</b>	<b>\$ 21,129,244</b>	<b>\$ 21,129,244</b>
General Relief				
5031 Aid to Indigents	\$ 165,778	\$ 202,177	\$ 214,700	\$ 214,700
<b>Total General Relief</b>	<b>\$ 165,778</b>	<b>\$ 202,177</b>	<b>\$ 214,700</b>	<b>\$ 214,700</b>

El Dorado County  
 Detail of Financing Uses by Function, Activity and Budget Unit  
 Governmental Funds  
 Fiscal Year 2017-18

Function, Activity and Budget Unit	2015-16 Actual	2016-17 Actual Estimated <input checked="" type="checkbox"/>	2017-18 Department Requested	2017-18 CAO Recommended
1	2	3	4	5

Veterans Affairs				
5051 Veterans Affairs Countywide Special Revenue	\$ 28,564	\$ 15,000	\$ -	\$ -
5051 Veterans Affairs Countywide Special Revenue	-	32,429	23,442	23,442
5051 Veterans Affairs	472,292	449,034	534,625	508,867
<b>Total Veterans Affairs</b>	<b>\$ 500,856</b>	<b>\$ 496,463</b>	<b>\$ 558,067</b>	<b>\$ 532,309</b>

Other Assistance				
5061 Community Services	\$ 3,863,552	\$ 3,979,038	\$ 4,603,845	\$ 4,603,845
5061 Housing, Community & Economic Development	479,512	982,582	1,068,955	1,068,955
5062 Senior Services	3,139,432	3,228,919	3,395,604	2,995,204
5062 Senior Services Countywide Special Revenue	20,000	-	-	-
<b>Total Other Assistance</b>	<b>\$ 7,502,497</b>	<b>\$ 8,190,539</b>	<b>\$ 9,068,404</b>	<b>\$ 8,668,004</b>
<b>Total Public Assistance</b>	<b>\$ 73,698,375</b>	<b>\$ 82,505,177</b>	<b>\$ 91,221,456</b>	<b>\$ 90,525,240</b>

Education				
Library Services				
6021 County Library	\$ 3,248,401	\$ 3,464,811	\$ 3,438,720	\$ 3,438,720
6021 County Library Countywide Special Revenue	2,594	14,000	10,000	10,000
<b>Total Library Services</b>	<b>\$ 3,250,995</b>	<b>\$ 3,478,811</b>	<b>\$ 3,448,720</b>	<b>\$ 3,448,720</b>
Agricultural Education				
6031 U.C. Cooperative Extension Countywide Special Revenue	\$ 1,244	\$ -	\$ -	\$ -
<b>Total Agricultural Education</b>	<b>\$ 1,244</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Education</b>	<b>\$ 3,252,239</b>	<b>\$ 3,478,811</b>	<b>\$ 3,448,720</b>	<b>\$ 3,448,720</b>

Recreation & Cultural Services				
Recreation Facilities				
7011 Recreation	\$ 1,279,902	\$ 1,375,790	\$ 1,295,056	\$ 1,295,056
7011 Recreation Countywide Special Revenue	673,751	286,336	193,866	193,866
<b>Total Recreation Facilities</b>	<b>\$ 1,953,653</b>	<b>\$ 1,662,126</b>	<b>\$ 1,488,922</b>	<b>\$ 1,488,922</b>
Cultural Services				
7021 Historical Museum Countywide Special Revenue	\$ 40,849	\$ 14,000	\$ 6,000	\$ 6,000
7021 Historical Museum	149,064	224,330	203,245	203,245
<b>Total Cultural Services</b>	<b>\$ 189,913</b>	<b>\$ 238,330</b>	<b>\$ 209,245</b>	<b>\$ 209,245</b>
<b>Total Recreation &amp; Cultural Services</b>	<b>\$ 2,143,566</b>	<b>\$ 1,900,456</b>	<b>\$ 1,698,167</b>	<b>\$ 1,698,167</b>

**Grand Totals** **\$ 413,014,694** **\$ 474,128,035** **\$ 506,028,732** **\$ 507,324,491**

## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/19/17)</i>				
<b>Agriculture</b>				
Ag Comm./Sealer Weights & Measures	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Ag Biologist/Standards Inspector I/II/Sr.	5.00	5.00	5.00	-
Ag Biology Technician (Limited Term thru 12/31/16)	2.00	-	-	(2.00)
Deputy Ag Commissioner	1.00	1.00	1.00	-
Sr. Office Assistant	1.00	1.00	1.00	-
Wildlife Specialist	1.00	1.00	1.00	-
Total	12.00	10.00	10.00	(2.00)
<b>Air Quality Management District *</b>				
Air Pollution Control Officer	1.00	1.00	1.00	-
Air Quality Engineer	2.00	2.00	2.00	-
Air Quality Specialist I/II	2.00	2.00	2.00	-
Development Aide II	1.00	1.00	1.00	-
Sr, Department Analyst	1.00	1.00	1.00	-
Sr. Air Quality Specialist	1.00	1.00	1.00	-
<i>*AQMD Budget is adopted separately</i>	Total	8.00	8.00	8.00
<b>Assessor</b>				
Assessor	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Appraiser I/II/Sr	13.00	13.00	13.00	-
Assessment Technician I/II/Sr	7.80	7.80	7.80	-
Assistant Assessor - Valuation	1.00	1.00	1.00	-
Assistant Assessor - System Support	1.00	1.00	1.00	-
Auditor-Appraiser/Senior Auditor-Appraiser	2.00	2.00	2.00	-
Cadastral Drafter	1.00	1.00	1.00	-
GIS Analyst I/II	1.00	1.00	1.00	-
Information Technology Department Coord	1.00	1.00	1.00	-
Property Transfer Specialist	4.00	4.00	4.00	-
Property Transfer Supervisor	1.00	1.00	1.00	-
Supervising Appraiser	1.00	1.00	1.00	-
Supervising Assessment Technician	1.00	1.00	1.00	-
Supervising Auditor/Appraiser	1.00	1.00	1.00	-
Total	37.80	37.80	37.80	-



## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/19/17)</i>				
<b>Auditor-Controller</b>				
Auditor-Controller	1.00	1.00	1.00	-
Accountant/Auditor	1.00	1.00	1.00	-
Accountant I/II	2.00	2.00	2.00	
Accounting Division Manager	3.00	3.00	3.00	-
Accounting Systems Administrator	1.00	1.00	1.00	-
Administrative Technician	2.00	2.00	2.00	-
Chief Assistant Auditor-Controller	1.00	1.00	1.00	-
Department Analyst I/II	4.00	4.00	4.00	-
Fiscal Assistant I/II	1.00	1.00	1.00	-
Fiscal Technician	5.00	5.00	5.00	-
Internal Auditor	1.00	1.00	1.00	-
Principal Financial Analyst	1.00	1.00	1.00	-
Sr. Department Analyst	2.00	2.00	2.00	-
Sr. Fiscal Assistant	1.00	1.00	1.00	-
Total	26.00	26.00	26.00	-
<b>Board of Supervisors</b>				
Supervisor - Board of Supervisors	5.00	5.00	5.00	-
Clerk of the Board Of Supervisors	1.00	1.00	1.00	-
Deputy Clerk of the Board I/II	1.00	1.00	1.00	-
Sr. Deputy Clerk of the Board of Supervisors	1.00	1.00	1.00	-
Supervisor's Assistant	5.00	5.00	5.00	-
Total	13.00	13.00	13.00	-
<b>Chief Administrative Office</b>				
<i>Administration - Budget and Operations</i>				
Chief Administrative Officer	1.00	1.00	1.00	-
Assistant Chief Administrative Officer	1.00	1.00	1.00	-
Deputy Chief Administrative Officer - Comm. Dev.	1.00	1.00	1.00	-
Principal Administrative Analyst	3.00	3.00	3.00	-
CAO Administrative Analyst	-	1.00	1.00	1.00
Communications & Outreach Manager	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Economic & Business Relations Manager	1.00	-	-	(1.00)
Sr. Office Assistant - Economic Development	0.50	1.00	1.00	0.50
<i>Division Total</i>	9.50	10.00	10.00	0.50

## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/19/17)</i>				
<i>Central Fiscal/Admin, Facilities, Procurement</i>				
Deputy Chief Administrative Officer	1.00	1.00	1.00	-
Accountant/Auditor	1.00	1.00	1.00	-
Administrative Services Officer	1.00	1.00	1.00	-
Administrative Technician	2.00	3.00	2.00	-
Building and Grounds Superintendent	1.00	-	-	(1.00)
Building Maintenance Worker I/II/Sr	8.00	9.00	9.00	1.00
Building Maintenance Worker I/II/Sr - Limited Term	1.00	1.00	1.00	-
Building Operations Manager	-	1.00	1.00	1.00
Building Operations Supervisor	3.00	2.00	2.00	(1.00)
Building Operations Technician	3.00	2.00	2.00	(1.00)
Buyer I/II	1.00	1.00	1.00	-
Capital Programs Manager	1.00	1.00	1.00	-
Chief Fiscal Officer - UM	1.00	1.00	1.00	-
Custodian	9.50	9.50	9.50	-
Custodian Supervisor	1.00	1.00	1.00	-
Department Analyst I/II	4.00	4.00	4.00	-
Facilities Manager	1.00	1.00	1.00	-
Facilities Project Manager I/II	2.00	4.00	4.00	2.00
Facilities Project Manager I/II (Limited Term)	1.00	-	-	(1.00)
Fiscal Assistant I/II	2.00	2.00	2.00	-
Fiscal Technician	1.00	1.00	1.00	-
Grounds Maintenance Worker I/II	4.00	4.00	4.00	-
Highway Maintenance Worker I/II	1.00	1.00	1.00	-
Parks Manager	1.00	1.00	1.00	-
Procurement & Contracts Manager	1.00	1.00	1.00	-
River Recreation Supervisor	1.00	1.00	1.00	-
Service Operations Coordinator	1.00	1.00	1.00	-
Sr. Buyer	1.00	1.00	1.00	-
Sr. Custodian	1.00	1.00	1.00	-
Sr. Department Analyst	2.00	2.00	2.00	-
Sr. Grounds Maintenance Worker	1.00	-	-	(1.00)
Sr. Office Assistant	1.00	1.00	1.00	-
Storekeeper I/II	2.00	1.00	1.00	(1.00)
Storekeeper/Courier	1.00	2.00	2.00	1.00
Supervising Grounds Maintenance Worker	-	1.00	1.00	1.00
<i>Division Total</i>	63.50	64.50	63.50	-
Total	73.00	74.50	73.50	1.00

## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/19/17)</i>				
<b>Child Support Services</b>				
Director of Child Support Services	1.00	1.00	1.00	-
Accounting Technician	3.00	3.00	3.00	-
Child Support Attorney I-IV	3.00	3.00	3.00	-
Child Support Investigator I/II	2.00	2.00	2.00	-
Child Support Program Manager	1.00	1.00	1.00	-
Child Support Specialist I/II	18.00	18.00	18.00	-
Child Support Specialist III	5.00	4.00	4.00	(1.00)
Child Support Supervisor	4.00	4.00	4.00	-
Deputy Director of Child Support Services	1.00	1.00	1.00	-
Fiscal Technician	1.00	-	-	(1.00)
Information Systems Coordinator	1.00	1.00	1.00	-
Legal Clerk I/II	5.00	3.00	3.00	(2.00)
Legal Clerk III	1.00	1.00	1.00	-
Legal Office Assistant I/II	1.00	-	-	(1.00)
Office Assistant I/II	1.00	1.00	1.00	-
Revenue Recovery Officer I/II	5.00	-	-	(5.00)
Sr Revenue Recovery Officer	1.00	-	-	(1.00)
Staff Services Analyst I/II	1.00	1.00	1.00	-
Staff Services Manager	1.00	1.00	1.00	-
Staff Services Specialist	2.00	2.00	2.00	-
Supervising Revenue Recovery Officer	1.00	-	-	(1.00)
<b>Total</b>	<b>59.00</b>	<b>47.00</b>	<b>47.00</b>	<b>(12.00)</b>

### Community Development Services -Admin & Finance

Director Community Development Agency	1.00	-	-	(1.00)
Accountant I/II	2.00	3.00	3.00	1.00
Administrative Secretary	1.00	-	-	(1.00)
Administrative Services Officer	5.00	4.00	4.00	(1.00)
Administrative Technician	5.00	4.00	4.00	(1.00)
Asst Dir of Admin/Fin	1.00	1.00	-	(1.00)
Chief Fiscal Officer	1.00	1.00	1.00	-
Dept Analyst I/II	4.40	4.40	4.40	-
Fiscal Asst I/II	1.00	1.00	1.00	-
Fiscal Svcs Supv	1.00	1.00	1.00	-
Fiscal Tech	3.00	3.00	3.00	-
Office Asst II	-	1.00	1.00	1.00
Sr. Acct	1.00	-	-	(1.00)
Sr. Dept Analyst	4.00	3.00	3.00	(1.00)
Sr. Fiscal Asst	3.00	3.00	3.00	-
Sr. Office Asst	2.00	3.00	3.00	1.00
Supv Acct /Auditor	1.00	1.00	1.00	-
<b>Total</b>	<b>36.40</b>	<b>33.40</b>	<b>32.40</b>	<b>(4.00)</b>

## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/19/17)</i>				
<b>County Counsel</b>				
County Counsel	1.00	1.00	1.00	-
Chief Assistant County Counsel	1.00	1.00	1.00	-
Department Analyst I/II	1.00	1.00	1.00	-
Deputy County Counsel	6.00	6.00	6.00	-
Legal Secretary I/II	1.00	1.00	1.00	-
Principal Assistant County Counsel	1.00	1.00	1.00	-
Sr. Deputy County Counsel	3.00	3.00	3.00	-
Sr. Legal Secretary	3.00	3.00	3.00	-
Total	17.00	17.00	17.00	-
<b>District Attorney</b>				
District Attorney	1.00	1.00	1.00	-
Assistant District Attorney	2.00	2.00	2.00	-
Chief Assistant District Attorney	1.00	1.00	1.00	-
Chief Investigator (DA)	1.00	1.00	1.00	-
Department Analyst I/II	1.00	1.00	1.00	-
Deputy District Attorney I-IV	18.00	19.00	18.00	-
Investigative Assistant	2.00	1.00	2.00	-
Investigator (D.A.)	13.00	13.00	13.00	-
Legal Office Assistant I/II	3.00	3.00	3.00	-
Legal Secretary I/II	1.00	1.00	1.00	-
Office Assistant I/II	0.80	0.80	0.80	-
Paralegal	4.00	4.00	4.00	-
Program Manager I	1.00	1.00	1.00	-
Special Investigator - District Attorney	2.00	2.00	2.00	-
Supervising Investigator (DA)	2.00	2.00	2.00	-
Victim Witness Claims Specialist I/II	1.00	1.00	1.00	-
Victim Witness Program Specialist	4.00	4.00	4.00	-
Total	57.80	57.80	57.80	-

**Authorized Personnel Allocation  
2017-18 Recommended Budget**

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/19/17)</i>				
<b>Environmental Management</b>				
Environmental Management Director	1.00	1.00	1.00	-
Dept Analyst I/II	1.00	1.00	1.00	-
Dev Aide I/II	2.00	2.00	2.00	-
Dev Tech I/II	2.00	2.00	2.00	-
Disposal Site Supv	1.00	1.00	1.00	-
Env Health Mgr	2.00	2.00	2.00	-
Env Health Spec I/II/Sr	7.00	7.00	7.00	-
Geologist	1.00	1.00	1.00	-
Haz Mat/Recycling Spec	2.00	2.00	2.00	-
Haz Mat/Recycling Tech	1.00	1.00	1.00	-
Solid Waste Tech	2.00	2.00	2.00	-
Sr. Office Asst	0.50	-	-	(0.50)
Supv Env Health Spec	3.00	3.00	3.00	-
Supv Waste Specialist	1.00	1.00	1.00	-
Vector Control Technician II (Limited Term)	2.00	2.00	2.00	-
Waste Mgmt Tech I/II/III	2.00	2.00	2.00	-
Total	30.50	30.00	30.00	(0.50)

## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/19/17)</i>				
<b>Health &amp; Human Services Agency</b>				
Director of Health & Human Services	1.00	1.00	1.00	-
Accountant I/II	8.00	9.00	9.00	1.00
Administrative Secretary	1.00	1.00	1.00	-
Administrative Services Officer	2.00	2.00	2.00	-
Administrative Technician	7.50	7.50	7.50	-
Alcohol and Drug Program Division Mgr	1.00	1.00	1.00	-
Animal Control Officer I/II	6.00	6.00	6.00	-
Animal Control Operations Manager	1.00	1.00	1.00	-
Animal Shelter Attendant	4.00	4.00	4.00	-
Animal Shelter Supervisor	1.00	1.00	1.00	-
Assistant Director of Adm & Finance	1.00	1.00	1.00	-
Assistant Director of Health Services	1.00	1.00	1.00	-
Assistant Director of Human Services	2.00	2.00	2.00	-
Care Management Counselor I/II	1.00	1.00	1.00	-
Care Management Supervisor	0.80	0.80	0.80	-
Chief Animal Control Officer	1.00	1.00	1.00	-
Chief Assistant Director of HHS	1.00	1.00	-	(1.00)
Chief Fiscal Officer	1.00	1.00	1.00	-
Community Health Advocate	7.00	2.00	2.00	(5.00)
Community Health Advocate -LT	-	5.00	5.00	5.00
Community Public Health Nurse Div Mgr	1.00	1.00	1.00	-
Cook I/II	2.81	2.81	2.81	-
Department Analyst I/II	18.00	18.00	18.00	-
Deputy Director	5.00	4.00	4.00	(1.00)
Deputy Public Guardian I/II	7.00	7.00	7.00	-
Disease Investigation & Control Specialist I/II	1.00	1.00	1.00	-
Eligibility Supervisor I	13.00	14.00	14.00	1.00
Eligibility Systems Specialist	4.00	3.00	3.00	(1.00)
Eligibility Worker I/II/III	88.00	88.00	81.60	(6.40)
Employment & Training Worker I/II/III	22.50	18.50	18.50	(4.00)
Employment & Training Worker Supv	4.00	4.00	4.00	-
EMS Agency Administrator	1.00	1.00	1.00	-
EMS Agency Medical Director	0.40	0.40	0.40	-
Energy Weatherization Supervisor	1.00	1.00	1.00	-
Energy Weatherization Technician I/II	3.00	3.00	3.00	-
Energy Weatherization Technician I/II -LT	1.00	1.00	1.00	-
Epidemiologist I/II	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	-
Fair Hearing Officer	1.00	1.00	1.00	-
Fiscal Assistant I/II	3.00	3.00	3.00	-
Fiscal Services Supervisor	1.00	1.00	1.00	-
Fiscal Technician	14.00	14.00	14.00	-
Food Services Aide	1.75	1.75	1.75	-
Food Services Supervisor	1.00	1.00	1.00	-
Health Education Coordinator	9.50	7.50	7.50	(2.00)

## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
	<i>(as of 5/19/17)</i>			
Health Program Manager	1.00	1.00	1.00	-
Health Program Specialist	4.50	6.50	6.50	2.00
Health Program Specialist -LT	1.80	1.80	1.80	-
Housing Program Coordinator	2.00	2.00	2.00	-
Housing Program Specialist I/II	1.00	1.00	1.00	-
IHSS Public Authority Registry/Training Specialist	2.00	2.00	2.00	-
Information Systems Coordinator	1.00	1.00	1.00	-
Legal Clerk III	1.00	1.00	1.00	-
Manager of Mental Health Programs	3.00	2.00	2.00	(1.00)
Mealsite Coordinator	6.31	6.31	6.31	-
Medical Office Assistant I/II	10.80	10.80	10.80	-
Medical Office Assistant I/II -LT	0.20	-	-	(0.20)
Medical Records Technician	0.90	0.90	0.90	-
Mental Health Aide	6.35	6.25	6.25	(0.10)
Mental Health Clinical Nurse	1.00	1.00	1.00	-
Mental Health Clinician IA/IB/II	27.50	27.50	27.50	-
Mental Health Medical Director	1.00	1.00	1.00	-
Mental Health Patient's Rights Advocate	0.40	0.40	0.40	-
Mental Health Program Coordinator IA/IB/II	5.00	5.00	5.00	-
Mental Health Worker I/II	11.00	11.00	11.00	-
Mental Health Worker I/II -LT	3.50	3.50	3.50	-
Nutrition Services Supervisor	1.00	1.00	1.00	-
Nutritionist	1.20	1.20	1.20	-
Occupational/Physical Therapist	3.35	3.35	3.35	-
Office Assistant I/II	6.50	6.50	6.50	-
Office Assistant I/II/III	25.00	25.00	25.00	-
Office Assistant Supervisor I/II	3.00	3.00	3.00	-
Paralegal I/II*	1.00	1.00	-	(1.00)
Program Aide	7.55	7.55	7.55	-
Program Assistant	21.85	21.85	21.85	-
Program Assistant -LT	0.50	0.50	0.50	-
Program Coordinator	4.00	4.00	4.00	-
Program Manager	10.00	12.00	12.00	2.00
Program Manager - Protective Services	1.00	-	-	(1.00)
Psychiatric Technician I/II	3.00	3.00	3.00	-
Psychiatrist I/II	1.00	1.00	1.00	-
Public Health Laboratory Director	1.00	1.00	1.00	-
Public Health Nurse I/II	14.40	9.40	9.40	(5.00)
Public Health Nurse I/II -LT	-	5.00	5.00	5.00
Public Health Nurse Practitioner	1.80	1.80	1.80	-
Public Health Officer	1.00	1.00	1.00	-
Public Services Assistant	2.00	2.00	2.00	-
Quality Improvement Coordinator	0.50	0.50	0.50	-
Registered Nurse	0.70	0.70	0.70	-
Screener	5.00	5.00	5.00	-
Secretary*	1.00	1.00	-	(1.00)

## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)				
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation	
	<i>(as of 5/19/17)</i>				
Senior Citizens Attorney I/II/III*	2.50	2.50	-	(2.50)	
Seniors' Daycare Program Supervisor	2.00	2.00	2.00	-	
Services Support Assistant III	3.00	3.00	3.00	-	
Social Services Aide	16.00	17.00	17.00	1.00	
Social Services Program Manager	5.00	6.00	6.00	1.00	
Social Services Supervisor I/II	11.00	12.00	12.00	1.00	
Social Worker Clinician	1.00	1.00	1.00	-	
Social Worker I/II/III/IV	60.20	60.20	60.20	-	
Social Worker I/II/III/IV -LT	1.00	1.00	1.00	-	
Sr. Accountant	1.00	1.00	1.00	-	
Sr. Animal Control Officer	1.00	1.00	1.00	-	
Sr. Department Analyst	3.00	2.00	2.00	(1.00)	
Sr. Fiscal Assistant	2.00	2.00	2.00	-	
Sr. Licensed Vocational Nurse	1.00	1.00	1.00	-	
Sr. Medical Office Assistant	1.00	1.00	1.00	-	
Sr. Office Assistant	7.00	7.00	7.00	-	
Staff Services Analyst I/II	9.00	8.00	8.00	(1.00)	
Supervising Accountant/Auditor	5.00	6.00	6.00	1.00	
Supervising Animal Control Officer	1.00	1.00	1.00	-	
Supervising Deputy Public Guardian	1.00	1.00	1.00	-	
Supervising Health Education Coordinator	5.00	5.00	5.00	-	
Supervising Occupational/Physical Therapist	0.60	0.60	0.60	-	
Supervising Public Health Nurse	4.00	3.00	3.00	(1.00)	
Supervising Public Health Nurse -LT	-	1.00	1.00	1.00	
Vocational Counselor	1.00	1.00	1.00	-	
Welfare Collections Officer	1.00	1.00	1.00	-	
*Recommend reduction no later than August 4, 2017	Total	608.17	605.87	593.97	(14.20)



## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/19/17)</i>				
<b>Human Resources/Risk Management</b>				
<i>Human Resources</i>				
Director of Human Resources	1.00	1.00	1.00	-
Human Resources Manager	1.00	1.00	1.00	-
Principal Human Resources Analyst	1.00	1.00	1.00	-
Sr. Human Resources Analyst	2.00	2.00	2.00	-
Human Resources Technician	4.00	4.00	4.00	-
Privacy Compliance Officer*	1.00	1.00	1.00	-
Office Assistant I/II (shared with Risk)	0.50	0.50	0.50	-
Training & Organizational Development Spec**	1.00	1.00	1.00	-
<b>DivisionTotal</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>	<b>-</b>
<i>Risk Management</i>				
Risk Manager	1.00	1.00	1.00	-
Sr. Risk Management Analyst	1.00	1.00	1.00	-
Risk Management Analyst I/II - Loss Prevention	1.00	1.00	1.00	-
Risk Management Analyst I/II - Benefits	1.00	1.00	1.00	-
Risk Management Technician	1.00	1.00	1.00	-
Office Assistant I/II (shared with HR)	0.50	0.50	0.50	-
<b>DivisionTotal</b>	<b>5.50</b>	<b>5.50</b>	<b>5.50</b>	<b>-</b>
<i>*Health Insurance Portability and Accountability Act</i>	Total	17.00	17.00	-
<i>**Vacant/Unfunded</i>				

## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/19/17)</i>				
<b>Information Technologies</b>				
Director of Information Technology	1.00	1.00	1.00	-
Assistant Director of Information Technology	1.00	1.00	1.00	-
Deputy Director of Information Technology	2.00	3.00	3.00	1.00
IT Analyst Tr/I/II - App/Web Dev/Support	5.00	5.00	5.00	-
IT Analyst Tr/I/II - Networking	2.00	2.00	2.00	-
IT Analyst Tr/I/II - Office Systems	5.00	5.00	5.00	-
IT Analyst Tr/I/II - Operating Systems	1.00	1.00	1.00	-
IT Analyst Tr/I/II - Server Admin	3.00	3.00	3.00	-
Information Technology Department Coordinator	2.00	2.00	2.00	-
Information Technology Tech Trainee/I/II/Sr.	3.00	3.00	3.00	-
Program Manager (Limited Term)	1.00	1.00	1.00	-
Sr. Department System Analyst	1.00	1.00	1.00	-
Sr. IT Analyst - App/Web Dev/Supt	3.00	3.00	3.00	-
Sr IT Analyst - Office Systems	2.00	2.00	2.00	-
Sr IT Analyst - Operating Systems	1.00	1.00	1.00	-
Sr IT Analyst - Server Admin	1.00	1.00	1.00	-
Sr. IT Department Coordinator	1.00	-	-	(1.00)
Sr. Office Assistant	0.50	0.50	0.50	-
Storekeeper I/II	0.50	0.50	0.50	-
Supervising Information Technology Analyst I/II	3.00	3.00	3.00	-
System Support Specialist I/II	1.00	-	-	(1.00)
Telecommunications Technician I/II	1.00	1.00	1.00	-
Total	41.00	40.00	40.00	(1.00)
<b>Library</b>				
Director of Library Services	1.00	1.00	1.00	-
Administrative Technician	0.80	0.80	0.80	-
Early Childhood Literacy Specialist	4.00	4.00	4.00	-
Fiscal Assistant I/II	0.80	0.80	0.80	-
IT Department Specialist	1.00	1.00	1.00	-
Librarian I/II	1.50	1.50	1.50	-
Library Assistant I/II	13.15	12.95	12.95	(0.20)
Library Circulation Supervisor	1.00	1.00	1.00	-
Library Systems Technician	1.00	1.00	1.00	-
Museum Administrator	1.00	1.00	1.00	-
Office Assistant I/II	1.50	1.20	1.20	(0.30)
Sr. Library Assistant	6.90	5.00	5.00	(1.90)
Supervising Librarian	4.00	4.00	4.00	-
Total	37.65	35.25	35.25	(2.40)

## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/19/17)</i>				
<b>Planning &amp; Building</b>				
Director of Planning & Building	1.00	1.00	1.00	-
Admin Secretary	-	1.00	1.00	1.00
Admin Tech	2.00	2.00	2.00	-
Asst/Assoc Planner	7.00	7.00	7.00	-
Asst Dir of Comm Dev	1.00	-	-	(1.00)
Asst in Civil Eng	2.00	2.00	2.00	-
Bldg Inspector I/II/III	17.00	17.00	17.00	-
Clerk of Planning Comm	1.00	1.00	1.00	-
Code Enforcement Officer I/II	2.00	2.00	2.00	-
Dept Analyst I/II	2.00	2.00	2.00	-
Deputy Building Official	1.00	1.00	1.00	-
Dep Dir/Bldg Official	1.00	1.00	1.00	-
Dev Aide I/II	2.00	1.00	1.00	(1.00)
Dev Tech I/II	10.00	10.00	10.00	-
Office Asst I/II	5.00	4.00	4.00	(1.00)
Office Services Supv	1.00	1.00	1.00	-
Operations Supv	1.00	1.00	1.00	-
Principal Planner	4.00	4.00	4.00	-
Sr. Civil Eng	2.00	2.00	2.00	-
Sr. Dev Aide	1.00	2.00	2.00	1.00
Sr. Dev Tech	1.00	1.00	1.00	-
Sr. Office Assistant	1.00	1.00	1.00	-
Sr. Planner	3.00	3.00	3.00	-
Supv Civil Eng	1.00	1.00	1.00	-
Supv Code Enforcement Ofcr.	1.00	1.00	1.00	-
Supv Development Tech	1.00	1.00	1.00	-
Traffic Engineer	1.00	1.00	1.00	-
Trans Planner	1.00	0.80	0.80	(0.20)
Total	73.00	71.80	71.80	(1.20)

## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/19/17)</i>				
<b>Probation</b>				
Chief Probation Officer	1.00	1.00	1.00	-
Accountant I/II	1.00	1.00	1.00	-
Administrative Secretary	2.00	2.00	2.00	-
Administrative Services Officer	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Assistant Superintendant - Institutions	2.00	2.00	2.00	-
Chief Fiscal Officer	1.00	1.00	1.00	-
Correctional Cook	4.00	4.00	4.00	-
Correctional Food Services Supervisor	2.00	2.00	2.00	-
Department Analyst I/II	1.00	2.00	2.00	
Deputy Chief Probation Officer	4.00	4.00	4.00	-
Deputy Probation Officer I/II	31.00	30.00	30.00	(1.00)
Deputy Probation Officer I/II - Limited Term	1.00	1.00	1.00	-
Deputy Probation Officer I/II - Institutions	30.00	30.00	30.00	-
Executive Assistant	-	1.00	-	-
Fiscal Assistant	0.50	0.50	0.50	-
Fiscal Technician	2.00	2.00	2.00	-
Legal Office Assistant I/II	1.00	1.00	1.00	-
Legal Secretarial Services Supervisor	2.00	2.00	2.00	-
Legal Secretary I/II	3.00	3.00	3.00	-
Mental Health Program Coordinator II	1.00	1.00	1.00	-
Probation Assistant	1.00	1.00	1.00	-
Probation Transport Driver	-	0.50	0.50	0.50
Sr. Department Analyst	1.00	1.00	1.00	-
Sr. Deputy Probation Officer	10.00	10.00	10.00	-
Sr. Deputy Probation Officer - Institutions	8.00	8.00	8.00	-
Sr. IT Department Coordinator	1.00	1.00	1.00	-
Sr. Legal Secretary	3.50	3.50	3.50	-
Supervising Deputy Probation Officer	8.00	8.00	8.00	-
Supervising Deputy Probation Officer - Institutions	8.00	8.00	8.00	-
Total	132.00	133.50	132.50	(0.50)

## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/19/17)</i>				
<b>Public Defender</b>				
Public Defender	1.00	1.00	1.00	-
Assistant Public Defender	1.00	1.00	1.00	-
Chief Assistant Public Defender	1.00	1.00	1.00	-
Deputy Public Defender II-IV	11.00	12.00	11.00	-
Executive Secretary Law & Justice	1.00	1.00	1.00	-
Investigative Assistant	1.00	1.00	1.00	-
Investigator (Public Defender)	2.00	2.00	2.00	-
Legal Office Assistant I/II	1.00	1.00	1.00	-
Legal Secretary I/II	3.00	3.00	3.00	-
Sr. Investigator	1.00	1.00	1.00	-
Total	23.00	24.00	23.00	-
<b>Recorder-Clerk / Elections</b>				
<i>Recorder-Clerk</i>				
County Recorder/Clerk	1.00	1.00	1.00	-
Assistant County Recorder	1.00	1.00	1.00	-
Fiscal Assistant I/II	1.00	1.00	1.00	-
Microfilm/Imaging Technician I/II	2.00	2.00	2.00	-
Recordable Document Examiner/Indexer I/II	8.00	8.00	8.00	-
Recorder-Clerk Services Supervisor	1.00	1.00	1.00	-
Sr. Recordable Document Examiner/Indexer	2.00	2.00	2.00	-
<i>Division Total</i>	<i>16.00</i>	<i>16.00</i>	<i>16.00</i>	<i>-</i>
<i>Registrar of Voters (Elections)</i>				
Administrative Technician	1.00	1.00	1.00	-
Assistant Registrar of Voters	1.00	1.00	1.00	-
Elections Technician I/II	2.50	2.50	2.50	-
Information Technology Department Coordinator	1.00	1.00	1.00	-
Information Technology Department Specialist	1.00	1.00	-	(1.00)
Precinct Planning Specialist	1.00	1.00	1.00	-
Division Total	7.50	7.50	6.50	(1.00)
Total	23.50	23.50	22.50	(1.00)

## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/19/17)</i>				
<b>Sheriff</b>				
Sheriff/Public Administrator/Coroner	1.00	1.00	1.00	-
Undersheriff	1.00	1.00	1.00	-
Administrative Technician	2.00	2.00	2.00	-
Assistant Public Administrator	1.00	1.00	1.00	-
Chief Fiscal Officer	1.00	1.00	1.00	-
Community Services Officer	3.00	3.00	3.00	-
Correctional Cook	6.00	6.00	6.00	-
Correctional Food Services Coordinator	1.00	1.00	1.00	-
Correctional Lieutenant	2.00	2.00	2.00	-
Correctional Officer I/II	85.00	85.00	85.00	-
Correctional Sergeant	11.00	11.00	11.00	-
Crime Analyst	1.00	1.00	1.00	-
Department Analyst I/II	2.00	2.00	2.00	-
Department Systems Analyst	5.00	5.00	5.00	-
Deputy Sheriff I/II	131.00	133.00	131.00	-
Detention Aide	4.00	4.00	4.00	-
Executive Secretary - Law & Justice	1.00	1.00	1.00	-
Human Resource Technician	1.00	1.00	1.00	-
Property/Evidence Technician	3.00	3.00	3.00	-
Public Safety Dispatcher I/II	15.00	15.00	15.00	-
Radio Maintenance Technician	2.00	2.00	2.00	-
Sheriff's Captain	3.00	3.00	3.00	-
Sheriff's Communication Manager	1.00	1.00	1.00	-
Sheriff's Fiscal Technician	4.00	4.00	4.00	-
Sheriff's Lieutenant	7.00	7.00	7.00	-
Sheriff's Records Supervisor	1.00	1.00	1.00	-
Sheriff's Security Officer	10.00	10.00	10.00	-
Sheriff's Sergeant	25.00	25.00	25.00	-
Sheriff's Support Services Manager	1.00	1.00	1.00	-
Sheriff's Technician I/II	27.00	27.00	27.00	-
Sheriff's Training Coordinator	1.00	1.00	1.00	-
Sr. Department Analyst	1.00	1.00	1.00	-
Sr. Public Safety Dispatcher	5.00	5.00	5.00	-
Sr. Sheriff's Technician	5.00	5.00	5.00	-
Supervising Property Evidence Technician	1.00	1.00	1.00	-
Supervising Public Safety Dispatcher	4.00	4.00	4.00	-
Total	375.00	377.00	375.00	-

## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/19/17)</i>				
<b>Surveyor</b>				
Surveyor	1.00	1.00	1.00	-
Assistant in Land Surveying	1.00	1.00	1.00	-
Deputy Surveyor	1.00	1.00	1.00	-
Development Aide	1.00	1.00	1.00	-
GIS Analyst I/II	5.00	5.00	5.00	-
Manager of GIS	1.00	1.00	1.00	-
Sr. GIS Analyst	1.00	1.00	1.00	-
Surveyor's Technician I/II	1.00	1.00	1.00	-
Total	12.00	12.00	12.00	-
<b>Transportation</b>				
Director of Transportation	1.00	1.00	1.00	-
Admin Secretary	1.00	1.00	1.00	-
Admin Tech	3.80	3.80	3.80	-
Airport Ops Supv	1.00	1.00	1.00	-
Airport Tech I/II	2.00	1.00	1.00	(1.00)
Assoc Civil Eng	6.00	6.00	6.00	-
Assoc Land Surv	2.00	2.00	2.00	-
Assoc ROW Agent	1.00	1.00	1.00	-
Asst in Civil Eng	10.00	10.00	10.00	-
Asst in Land Surv	1.00	1.00	1.00	-
Bridge Maint Supv	1.00	1.00	1.00	-
Bridge Maint Wkr I/II/III	2.00	2.00	2.00	-
Dep Dir Engineering	3.00	3.00	3.00	-
Dep Dir of Maint & Ops	1.00	1.00	1.00	-
Dept Analyst I/II	2.60	2.60	2.60	-
Engineering Tech	1.00	1.00	1.00	-
Equip Maint Supv	2.00	2.00	2.00	-
Equip Mechanic I/II	10.00	10.00	10.00	-
Equip Mechanic III	1.00	1.00	1.00	-
Equip Supt	1.00	1.00	1.00	-
Exec Secretary	1.00	1.00	1.00	-
Fleet Svcs Tech I/II	2.00	2.00	2.00	-
Hwy Maint Supv	7.00	7.00	7.00	-
Hwy Maint Wkr I/II/III	36.00	33.00	33.00	(3.00)
Hwy Maint Wkr IV	5.00	5.00	5.00	-
Hwy Superintendent	2.00	2.00	2.00	-
Parts Tech	1.00	1.00	1.00	-
Principal Eng Tech	5.00	5.00	5.00	-
Principal Planner	1.00	1.00	1.00	-
ROW Supervisor	1.00	1.00	1.00	-

## Authorized Personnel Allocation 2017-18 Recommended Budget

Department	Full-Time Equivalent (FTE)			
	2016-17 Adjusted Allocation	2017-18 Dept Request	2017-18 CAO Recmd	Diff from Adjusted Allocation
	<i>(as of 5/19/17)</i>			
Sr. Bridge Maint Wkr	1.00	1.00	1.00	-
Sr. CADD Tech	3.00	3.00	3.00	-
Sr. Civil Eng	10.00	10.00	10.00	-
Sr. Dev Tech	1.00	1.00	1.00	-
Sr. Eng Tech	10.00	10.00	10.00	-
Sr. Equip Mechanic	2.00	2.00	2.00	-
Sr. Fleet Svcs Tech	1.00	1.00	1.00	-
Sr. Hwy Maint Wkr	5.00	5.00	5.00	-
Sr. Planner	1.00	1.00	1.00	-
Sr. Traf Ctrl Maint Wkr	1.00	1.00	1.00	-
Svcs Ops Coord	3.00	3.00	3.00	-
Traf Ctrl Maint Supv	1.00	1.00	1.00	-
Traf Ctrl Maint Wkr I/II/III	5.00	5.00	5.00	-
Traffic Ops Tech	1.00	1.00	1.00	-
Traffic Supt	1.00	1.00	1.00	-
Total	160.40	156.40	156.40	(4.00)
<b>Treasurer-Tax Collector</b>				
Treasurer-Tax Collector	1.00	1.00	1.00	-
Accountant I/II	1.00	1.00	1.00	-
Accountant/Auditor	1.00	1.00	1.00	-
Accounting Division Manager	2.00	2.00	2.00	-
Administrative Technician	1.00	1.00	1.00	-
Assistant Treasurer/Tax Collector	1.00	1.00	1.00	-
Fiscal Assistant I/II	1.00	1.00	1.00	-
Fiscal Technician	6.00	6.00	6.00	-
Information Technology Departmental Specialist	1.00	1.00	1.00	-
Sr. Department Analyst	1.00	1.00	1.00	-
Sr. Fiscal Assistant	2.00	2.00	2.00	-
Sr. Information Technology Department Coordinator	1.00	1.00	1.00	-
Sr. Revenue Recovery Officer	-	1.00	1.00	1.00
Treasury Quantitative Specialist	1.00	1.00	1.00	-
Total	20.00	21.00	21.00	1.00
<b>Veteran Affairs</b>				
Veterans Service Officer	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	-
Office Assistant I/II	-	1.00	-	-
Sr. Veterans Service Representative	1.00	1.00	1.00	-
Veterans Service Representative	2.00	2.00	2.00	-
Total	5.00	6.00	5.00	-
<b>GRAND TOTAL</b>	<b>1,898.22</b>	<b>1,877.82</b>	<b>1,857.92</b>	<b>(40.80)</b>



# Glossary of Terms

## Terms

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### **ADOPTED BUDGET**

Approved legal spending plan for a fiscal year, which for El Dorado County must be approved by the Board of Supervisors by October 2 of each year

### **APPROPRIATION**

An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes (an appropriation usually is time limited and must be expended or obligated before that deadline)

### **ASSESSED VALUATION**

A valuation set upon real estate or other property by a government as a basis for levying property taxes

### **AUDIT**

An examination of financial statements and related documents, records, and accounts for the purpose of determining the propriety of transactions, whether transactions are recorded properly and statements drawn from accounts reflect an accurate picture of financial operations and financial status. Audits may also include reviews of compliance with applicable laws and regulations, economy and efficiency of operations and effectiveness in achieving program results

### **AUTHORIZED POSITIONS**

The number of permanent full-time and permanent part-time positions authorized by the Board of Supervisors (excludes extra-help), which represents the maximum number of permanent positions that may be filled at any one time

### **AVAILABLE FUND BALANCE**

The amounts of fund balance available to finance the budget after deducting carryover encumbrances and reserves

### **BASIS OF BUDGETING**

El Dorado County budgets using a modified-accrual form of accounting

### **BUDGET**

The planning and controlling document for financial operation with estimates of proposed expenditures and revenues for a given period of time, usually one year

# Glossary of Terms

## Terms (continued)

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### **CAPITAL PROJECTS**

The County's acquisitions, additions, and improvements to fixed assets; e.g., buildings, building improvements, and land purchases

### **CONTINGENCY**

A budgetary provision representing that portion of the financing requirement set aside to meet unforeseen expenditure requirements

### **CORE FUNCTION**

A group of related programs and activities aimed at accomplishing a major service, or line of business, for which a government entity is responsible

### **COUNTY FUNDS**

Operating or governmental funds of the County that account for expenditures and revenues in accordance with the funds' purpose. Operating funds of the County and Board-governed special districts are accounted for in the County Budget

### **COUNTYWIDE GOALS**

Community and organizational goals derived from the County's mission statement and approved by the Board of Supervisors to identify the most important priorities for the County

### **DEPARTMENT**

An organizational device used by County management to group programs of a like nature under the direction of an elected or appointed County official

### **ENCUMBRANCE**

An obligation in the form of a purchase order, contract or other commitment that is chargeable to an appropriation and for which part of the appropriation is reserved. In some cases encumbrances are carried over into succeeding fiscal years.

### **EXPENDITURE**

Decreases in net financial resources, which include current operating expenses that require the current or future use of net current assets, debt service and capital outlays

### **EXTRA HELP**

Temporary employees of the County who are not included in the Salary Ordinance and do not receive benefits (i.e., medical, dental, life insurance and paid vacation time)

# Glossary of Terms

## Terms (continued)

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### **FINAL BUDGET**

Adopted budget adjusted by all revisions throughout the fiscal year as of June 30.

### **FISCAL YEAR**

Twelve-month period for which a budget is prepared, which for El Dorado County is July 1 through June 30

### **FIXED ASSET**

An asset of long-term character such as land, buildings and equipment exceeding a \$5,000 unit value, also referred to as “capital asset”

### **FULL-TIME EQUIVALENT**

This represents the budgeted number of full-time equivalent staffing. A full-time equivalent position is equal to 2,080 or 1,950 hours a year (40/37.5 hours/week x 52 weeks). For example: two half-time positions at 20 hours per week equal 1.0 FTE and a position allocated for 32 hours per week in a 40- hour job class equals 0.8 FTE.

### **FUNCTIONAL AREA**

A categorizing of departments and services by general purpose, including Health and Human Services, Public Safety, Administration and Finance; Community Development and Public Works; and Community Services

### **FUND**

An independent fiscal and accounting entity with a self-balancing set of asset, liability, and (usually) budgetary accounts

### **FUND BALANCE**

The excess of assets and estimated revenues of a fund over its liability and appropriations at the end of a fiscal year. A portion of this balance may be available to finance the next fiscal year's budget

### **GENERAL FUND**

The major countywide fund that directly funds unreimbursed costs of most programs and departments in County government

### **GRANT**

A contribution from one governmental unit to another, usually made for a specific purpose and time period

# Glossary of Terms

## Terms (continued)

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### **INTERFUND REIMBURSEMENTS**

Payment received for services rendered to departments in other funds

### **INTERNAL SERVICE CHARGE**

Annual budgetary charges from servicing departments (such as Information Services, Auditor-Controller, Human Resources), reimbursing costs incurred in the provision of internal County services to the departments receiving the services. For servicing organizations, the reimbursement is reflected as Intra-Fund Transfers offsetting their Gross Appropriation (from General Fund departments) or as Revenue (from non-General Fund departments). Services provided by these departments include computer support, telephone services and insurance.

### **INTRA-FUND CHARGES**

A transfer of costs to the operating units within the same fund

### **MISSION**

A clear, concise statement of purpose for the entire organization that focuses on the broad, yet distinct outcomes/results the organization achieves for its customers  
Glossary of Terms and Acronyms

### **MODIFIED ACCRUAL**

The modified accrual basis of accounting is used by all Governmental Funds. Revenues are recognized in the accounting period in which they become available and measurable. The primary revenue sources susceptible to (modified) accrual are property taxes, sales tax, inter-governmental revenues, rent, investment income and charges for services. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. One exception to this general rule is that principal and interest on general long-term debt is recognized when due. El Dorado County uses the modified accrual basis for budgeting in governmental funds and full accrual in proprietary funds; i.e. budgets are not constructed on a cash basis of accounting.

**NET COUNTY COST** Total requirements less total sources. This figure represents the part of a budget unit's appropriation that is financed by general purpose revenues, such as property taxes, sales taxes and interest earnings.

**NON-DEPARTMENTAL** Expenses, revenues, services, programs or resources that cannot be specifically tied to a single department

# Glossary of Terms

## Terms (continued)

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### **ONE-TIME EXPENDITURES**

Used to describe and differentiate non-recurring expenditures from routine ongoing costs within a given budget. Typically, fixed assets are one-time expenditures. This category may also include single-year appropriations for special purposes

**OTHER CHARGES** A payment to an agency, institution or person outside the County government. Example: 'Aid to Indigents'

### **PROGRAM**

A defined set of activities that have a common purpose, intended result or target population

### **PROPOSITION 13**

An initiative amendment to the California Constitution passed in June 1978. Tax rates on secured property are restricted to no more than 1% of "full cash value." Proposition 13 also defines assessed value and requires a two-thirds vote to change existing or levy new taxes.

### **PROPOSITION 172**

Proposition 172 was passed in November 1993. It established a ½¢ sales tax whose proceeds are used to fund eligible public safety activities.

### **REAL PROPERTY**

Land and the structures attached to it.

### **RECOMMENDED BUDGET**

The final working document containing departmental requests and County Administrator's Office recommendations for revenues and expenditures for the upcoming fiscal year, presented to the Board of Supervisors for consideration and approval prior to June 30 of each year.

### **RESERVE**

An amount in a fund used to meet certain cash requirements, emergency expenditures, or future defined requirements. A reserve is not an appropriation and there is no limitation on the amount of reserve that can be established.

### **REVENUE**

Funds received to finance ongoing county governmental services

# Glossary of Terms

## Terms (continued)

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### **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

### **SECURED TAXES**

Taxes levied on real properties in the county which are "secured" by liens on the properties

### **SPECIAL DISTRICT**

A unit of local government generally organized to perform a single function such as street lighting, waterworks, landscape maintenance, and fire departments. Special districts are governed either by the Board of Supervisors or locally elected or appointed boards, and their operations are accounted for in separate funds

### **SPECIAL FUNDS**

Funds used to account for proceeds from specific revenue sources that are legally restricted as to how the revenues may be spent

### **STRATEGIC PLAN**

Sets forth the purpose, goals, plans, and performance expectations for an organization for a certain period of time

### **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** The amount of tax dollars billed to taxpayers based on the imposition of the tax rate on the assessed valuation

### **UNALLOCATED REVENUES**

Revenues which are for general purposes. Also known as discretionary, unrestricted, or local-purpose revenues.

### **UNFUNDED POSITION**

A vacant, allocated position for which funding is not included in the budget.

# Glossary of Terms

## Terms (continued)

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### **UNINCORPORATED**

The areas of the county outside city limits. Some county services are provided only in unincorporated areas or within area cities only on a cost-reimbursement basis. Example: Sheriff's patrol and building inspection.

### **UNSECURED TAX**

A tax on properties such as office furniture, equipment and boats that are not affixed to property

**VISION STATEMENT** Serves to inspire action by describing what the future would look like if the organization were successful in achieving its stated mission and goals

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