

2019 - 20 RECOMMENDED BUDGET

EL DORADO COUNTY



Presented to the
EL DORADO COUNTY
BOARD OF SUPERVISORS
June 2019

Prepared by the Chief Administrative Office



IMAGE CREDIT:

SCOTT GAITHER

SOMERSET, EI DORADO COUNTY, CALIFORNIA

IMAGE CROPPED & FLIPPED, NO OTHER ALTERATIONS.

PRESENTED TO THE

El Dorado County Board of Supervisors

JUNE 2019

DONALD ASHTON
CHIEF ADMINISTRATIVE OFFICER



John Hidahl
District I



Shiva Frentzen
District II



Brian Veerkamp
District III



Lori Parlin
District IV



Sue Novasel
Chair, District V

*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: Lori Parlin

ELECTED COUNTY OFFICIALS

Assessor Karl Weiland
Auditor-Controller Joe Harn
District Attorney Vern Pierson
Recorder-Clerk..... Janelle K. Horne
Sheriff/Coroner/Public Administrator John D'Agostini
Surveyor..... Phil Mosbacher
Treasurer/Tax Collector Karen E. Coleman

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 S. Mitrison
Child Support Services Director Ron Ladage
County Counsel..... David Livingston
Environmental Management Director..... Greg Stanton
Health & Human Services Agency Director Don Semon
Human Resources Director Tameka Usher
Information Technologies Director David Russell
Library Services Director..... Jeanne Amos
Planning & Building Director..... Tiffany Schmid
Public Defender Teri Monterosso
Registrar of Voters Bill O'Neill
Transportation Director..... Rafael Martinez



County of El Dorado

Chief Administrative Office

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Chief Administrative Officer

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June 3, 2019

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

Honorable Members of the Board of Supervisors,

With this letter, I submit for your consideration the Fiscal Year 2019-20 Recommended Budget for El Dorado County. A public Budget Hearing is scheduled for June 17, 2019, 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 all Governmental Funds for FY 2019-20 is \$688.7 million, which is \$56.5 million (8%) more than the FY 2018-19 Adopted Budget of \$632.2 million. It should be noted that the totals presented here reflect all Governmental Funds, including Special Revenue Funds, and includes approximately \$30 million in loan proceeds relative to the final expenses to complete the Public Safety Facility.

Total General Fund appropriations are recommended at \$313.2 million, which is \$18.4 million (6.2%) more than the FY 2018-19 Adopted Budget of \$294.8 million approved by the Board in September of 2018. While this increase in General Fund totals may be greater than anticipated, it should be noted that the majority of the growth in the General Fund is in non-discretionary spending. This includes the impact of completed labor negotiations which reflect cost increases consistent with the Board compensation philosophy, growth related to Charter Section 504 pay rate increases for certain public safety classifications, and growth in CalPERS retirement costs, or reflects cost increases tied to outside funding sources. As a result, the net increase in the General Fund net county cost is just over \$3 million.

As a result of the efforts of your staff, the budget before you is balanced, meets State requirements and fully funds the General Fund Contingency, General Reserves and the Designation for Capital Projects in accordance with the Board's adopted budget policies. 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 the Board's budgeting practice.

Budget Approach

The budget before you has been developed using the following criteria, 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

As the Board considers the Recommended Budget, please keep in mind that California is now in its ninth consecutive year of economic growth, likely the longest number of consecutive years of growth ever seen in the State. While economists are not predicting an economic downturn at this time, we need to be prepared for an economic downturn in the future. Unlike the significant layoffs and service level reductions that occurred during the last recession that were caused by a reduction in revenues, local jurisdictions are now facing difficult decisions relative to staffing and service levels as a result of increasing costs, primarily CalPERS and infrastructure cost increases.

In June 2017, I informed the Board *“These fiscal challenges come on top of local spending priorities, such as 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 time frame. 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.”*

In June 2018, I informed the Board, *“Beginning in FY 2018-19, and continuing for approximately five years, the County will be required to pay cost increases beyond our control, due to a number of plan changes adopted by the CalPERS Board of Directors.”*

The FY 2019-20 Budget was much more difficult to balance than the last two years and many requests from departments are not being recommended. It will only become more difficult in FY 2020-21 and future years. The following are some of the more significant future year costs:

- CalPERS costs increases averaging \$4 million/year (estimated \$2.5 million General Fund)
- Public Safety Facility ongoing General Fund cost of \$2.3 million beginning in FY 2021-22
- Jail Expansion ongoing General Fund cost of \$1 million beginning in FY 2021-22
- Placerville Jail Deferred Maintenance, FY 2019-20: \$830,000 one-time cost
- Placerville Jail Deferred Maintenance, FY 2020-21 – 2024-25: \$2 million one-time cost
- South Lake Tahoe Jail Deferred Maintenance, 5 years: \$1.5 million one-time cost
- Shakori Department of Transportation facility, South Lake Tahoe: \$2 million one-time cost

In addition, the budget is balanced by relying on approximately \$3.17 million in additional year-end fund balance than what was projected during the mid-year budget update. We cannot and should not continue relying on higher than anticipated fund balances to bridge service and program funding gaps.

In conclusion, El Dorado County has done a very good job over the past three years increasing designated reserves, providing a more competitive compensation structure and operating more efficiently while completing many of the Board's objectives and priorities. However, based on the information above the County simply cannot afford to pay salaries consistent with the compensation philosophy, maintain our building infrastructure and maintain existing services. Therefore, I am recommending the Board direct staff to begin planning for potential service level reductions beginning in FY 2020-21 so that there can be sufficient opportunity for Board discussions and community engagement prior to the FY 2020-21 Recommended Budget.

Formal budget hearings are scheduled to take place on June 17, 2019. We will return to your Board in September for the formal adoption of the Budget, following the close of the FY 2018-19 financial records.

I would like to thank the Department Heads and their staff, as well as the Board's ad-hoc budget committee, for their support and participation through this process, understanding the difficulty in identifying how limited resources are distributed among mandated programs and essential budget discretionary programs. In addition, special recognition should be given to all staff involved in the process for completing the first Recommended Budget using the new FENIX system.

Sincerely,



Don Ashton
Chief Administrative Officer

Welcome to the Recommended Budget for the Fiscal Year 2019-20, which begins July 1, 2019. 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, Registrar of Voters/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 Chief 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.

A public hearing is held in June of each year, for the Board of Supervisors to consider the Recommended Budget and received testimony from Department Heads and members of the public. 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 final budget meeting in September of each year, at which final fund balance adjustments are incorporated. At the conclusion of this meeting, 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.

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 General Fund Contribution or 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 also 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 2019-20 Special Revenue Funds

Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. These schedules represent Countywide Special Revenue Funds. The majority of the special revenue funds collect specific revenue sources and transfer those funds to County operating department budgets for expenditure. The purpose of any associated expenses is therefore discussed in each Department's budget narrative.

Some Special Revenue Funds are shown as part of a Department's Budget Narrative, especially in cases where the Fund provides an important revenue source for the Department. Other Special Revenue Funds are shown in the Countywide Special Revenue Fund Section of the Budget. Please note that Revenues are reflected at the top of each schedule, and expenses (primarily in the form of Operating Transfers Out) are shown at the bottom of the schedule. Fund balance is shown as a revenue, and all fund balance that is not intended to be spent within the Fiscal Year is shown as Contingency in appropriations. Each special revenue fund balances revenue and expenses.

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

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The total Recommended Budget for all Governmental Funds for FY 2019-20 is \$688.7 million, which is \$56.5 million (8%) more than the FY 2018-19 Adopted Budget of \$632.2 million. It should be noted that the totals presented here reflect all Governmental Funds, including Special Revenue Funds.

Total General Fund appropriations are recommended at \$313.2 million, which is \$18.4 million (6.2%) more than the FY 2018-19 Adopted Budget of \$294.8 million approved by the Board in September of 2018.

The charts below provide a summary of total appropriations by expenditure class and by functional group.

TOTAL APPROPRIATIONS BY EXPENDITURE CLASS

Expenditure Class	FY 2018-19 Adopted	FY 2019-20 CAO Recommended	\$ Increase / (Decrease)	Percent Change
Salaries and Benefits	\$216,272,848	\$228,268,720	\$11,995,872	5%
Services, Supplies, & Other Charges	\$169,372,080	\$186,754,777	\$17,382,697	9%
Fixed Assets	\$73,217,651	\$77,286,252	\$4,068,601	5%
Transfers	\$112,670,019	\$156,657,474	\$43,987,455	28%
Contingencies	\$47,047,242	\$29,823,294	\$(17,223,948)	(58%)
Reserves / Designations	\$13,661,157	\$9,892,700	\$(3,768,457)	(38%)
Total Appropriations	\$632,240,997	\$688,683,217	\$56,442,220	8%

** All Governmental Funds including Special Revenue Funds; Excluding Special Districts & Proprietary Funds*

TOTAL APPROPRIATIONS BY FUNCTIONAL GROUP

Functional Group	FY 2018-19 Adopted	FY 2019-20 CAO Recommended	\$ Increase / (Decrease)	Percent Change
General Gov't	\$64,548,240	\$62,252,121	\$(2,296,119)	(4%)
Law & Justice	\$125,483,660	\$141,550,221	\$16,066,561	13%
Land Use / Dev Svc	\$150,122,081	\$157,225,351	\$7,103,270	5%
Health & Human Svc	\$195,313,802	\$204,667,359	\$9,353,557	5%
Total Appropriations	\$535,467,783	\$565,695,052	\$30,227,269	6%

** Departmental operating appropriations, excluding Non-Departmental/ACO Fund/CW Special Revenue Funds*

GENERAL FUND SUMMARY

General Fund Revenues

The Recommended Budget reflects an increase of \$5.4 million (4.35%) in General Fund major revenue sources. Property Tax (Current Secured) is expected to increase by 5% in FY 2018-19, for an increase of \$3.2 million,

based on the projected increase in total property assessed valuation. Revenue from Sales and Use Tax is anticipated to increase by 2% over the prior year Adopted Budget, or \$400,000, 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 Tobacco Tax Settlement revenue. These revenue assumptions are discussed further in the General Fund - Other Operations (Department 15) budget summary.

Carryover Fund Balance

The Recommended Budget includes \$18,558,011 in Fund Balance carryover, which is \$2,245,663 (10.8%) less than what was included in the FY 2018-19 Recommended Budget. These are funds that are anticipated to be available at the end of FY 2018-19 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 a portion of these carryover funds to help balance its operating budget, although the reliance on use of fund balance to fund on-going expenses is decreasing.

The Fund Balance available to meet operational funding requirements is estimated at \$13,977,727 for FY 2019-20, an increase of \$330,217 from the FY 2018-19 Recommended Budget. This carryover estimate reflects \$5.0 million in un-spent contingency and approximately \$3.0 million in additional non-departmental revenues. The balance of the estimated Fund Balance is due to additional departmental revenues and anticipated departmental savings. In concept, \$5 million of this carryover fund balance is used in the FY 2019-20 Recommended Budget to increase the Designation for Capital Projects, and \$5.45 million used to replenish the Appropriation for Contingency.

The carryover Fund Balance designated for capital projects is estimated at \$4,580,284 for FY 2019-20, a decrease of \$2,575,880 from FY 2018-19 Recommended Budget. However, \$3 million of this amount has been carried over from year to year and designated to be transferred to the Accumulated Capital Outlay fund for anticipated improvements to Ray Lawyer Drive associated with the trial court funding agreement and the new El Dorado County Courthouse. Because this State project has been delayed, it is now recommended that these funds be placed in a General Fund Designation.

It should be noted that these budgeted amounts are estimates and are subject to change with the close of the FY 2018-19 financial records in August.

General Fund Cost & General Fund Contributions

The General Fund Cost (also referred to as Net County Cost) represents the part of a budget unit's expenses that are financed by general purpose revenues, which are predominantly made up of property taxes, sales taxes, general purpose fees, 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 General Fund/Net County Cost and General Fund Contributions to other funds, is increasing 2%. The chart on the following page reflects the distribution of increases and decreases in General Fund Cost/General Fund Contribution by functional group.

The increase in Land Use/Development Services is largely driven by the transfer of the County's Economic Development program from the Chief Administrative Office (General Government) to the Planning and Building Department (Land Use / Development Services), with a total appropriation transfer of \$2,249,100. A like reduction is therefore reflected in the General Government function group. Details of increases and decreases in

individual departments within these functional groups are discussed in the Departmental Budget Narratives in the following sections of the Recommended Budget.

GENERAL FUND COST BY FUNCTIONAL GROUP

Functional Group	FY 2018-19 Adopted	FY 2019-20 CAO Recommended	\$ Increase / (Decrease)	Percent Change
General Gov't	\$36,574,287	\$36,634,393	\$60,106	0%
Law & Justice	\$79,092,611	\$80,646,912	\$1,554,301	2%
Land Use / Dev Svc	\$9,705,693	\$12,871,138	\$3,165,445	33%
Health & Human Svc	\$8,132,374	\$6,451,662	\$(1,680,712)	(21%)
Total Net County Cost	\$133,504,965	\$136,604,105	\$3,099,140	2%

** Departmental operating appropriations, excluding Non-Departmental/ACO Fund/CW Special Revenue Funds*

STRATEGIC PLAN & SERVICE INDICATORS

The County continues to prioritize services based on the following five Strategic Plan Goals:

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

Substantial progress has been made over the last fiscal year to complete tasks within each strategic plan goal and measure key service and workload indicators. In fact, so much progress has been made that a months-long effort took place among department heads, managers, staff and the public to ascertain key elements that should be the focus of an update. The result is a move away from a task-oriented focus which enabled departments to get on solid footing to a more robust strategic objective-based approach that will be worked toward over the next three-to-five years.

The Board of Supervisors will consider an update to the County's updated Strategic Plan at its June 11, 2019 meeting.

Additionally, service level indicators were updated by either fiscal or calendar year where appropriate for the following departments and are included on the County's website:

Agriculture Commission, Air Quality Management District, Chief Administrative Office, Child Support Services, Clerk of the Board of Supervisors, County Counsel, Environmental Management, Human Resources, Library/Museum, Planning & Building, Public Defender, Recorder/Clerk, Sheriff's Office, and Transportation.

Each indicator will continue to be monitored and used to make informed service level decisions. In addition, the Chief Administrative Office will continue to work with those departments who have not yet identified service and workload indicators.

BOARD POLICIES & FUNDED PRIORITIES

The Board of Supervisors adopted ten budget policies in 2015. Those policies were updated and expanded in 2017. As with prior years, the Chief Administrative Office approached the development of the FY 2019-20 Recommended Budget with the direction and intent 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 implement efficiencies where possible.

Policies three, four and five direct that new revenues should be pursued where possible, proposals to accept new grant funding must identify any future County funding obligations, 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 adjusting department expenditure budgets to “actual expenditures,” but also appropriately budgeting department revenues. Readers will also see a number of requests for additional staffing resources or new items that are not recommended for funding, primarily because sufficient dedicated revenue does not exist to support the new expenditures. Additionally, Policy six requires that if outside funding is reduced, there should be no increase in County cost unless the Board has determined the program to be a high priority for use of limited General Fund dollars. Readers will see instances where costs related to programs or services are reduced where funding has been reduced.

Budget Policies eight, ten and eleven 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 2019-20 Recommended Budget.

General Fund Contingency funded at \$5.45 million: The General Fund Appropriation for Contingency is recommended at \$5.45 million. Board Budget Policy #8 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 funded at \$8.85 million: The General Fund General Reserve is recommended at \$8,632,408. Board Budget Policy #10 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 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 #11 directs that, once General Reserves and General Fund Contingency equal 8% of adjusted General Fund appropriations, 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 2019-20 Recommended Budget include:

Purchase of New Voting System & Implementation of Vote Centers

The Registrar of Voters/Elections Department received Board approval to move to Vote Centers, in support of Senate Bill 450 –Voters Choice Act, in April of 2019. A voting system utilizing the Vote Center model is estimated to cost approximately 48% less than a precinct model and results in the transition from over 100 precincts to approximately 15 Voter Centers that will be located in all areas of the County.

The FY 2019-20 Recommended Budget includes \$1.5 million in funding for a new elections system. State Assembly Bill 1824 will provide a 50% state funding match up to \$757,000 for a new voting system. This system is funded 50% with a grant and 50% with a required General Fund match. Therefore, funding in the amount of \$757,000 is recommended to be cancelled from the General Fund Capital Projects Reserve in FY 2019-20 and transferred to the ACO Fund to cover the County's 50% share of cost.

Continued Implementation of FENIX Enterprise Resource Program

The Recommended Budget includes \$210,000 for the FENIX project related to continued implementation costs. Funds from the General Fund Capital Projects Reserve are recommended to be cancelled in FY 2019-20 and transferred to the ACO Fund to cover this cost.

Vegetation Management Ordinance Implementation

In response to increased wildfire risk, on April 30, 2019, the Board adopted Ordinance 5101, implementing new regulations regarding Vegetation Management and Defensible Space. The ordinance establishes an annual program for the abatement of the growth and/or accumulation of weeds, grasses, shrubs, dormant brush, hardwood slash, tree limbs, hazardous vegetation and combustible materials on all improved parcels and designated unimproved parcels within the County, and for the maintenance of those parcels to prevent vegetation from growing back, which becomes fuel for destructive fires. At its April 22, 2019, Special Meeting, the Board of Supervisors directed that \$291,000 be included in the FY 2019-20 Recommended Budget to support the first year of implementation of this new ordinance.

Negotiated Labor Agreements – Progress on Compensation Philosophy

The Recommended Budget reflects the cost increases associated with efforts toward providing a competitive compensation structure consistent with the Board's compensation philosophy. The County has made progress toward addressing compensation levels in county employment over the past two years, by adopting a County-wide compensation philosophy and working with its employee groups to reach agreement on appropriate steps to fulfill that philosophy. To that end, the goal of bringing all classifications to the median point of comparator agency compensation levels will create additional budget pressures in future years.

Additionally, it can be generally assumed that the County will experience a natural growth in salary and benefit costs of approximately 4%, absent any separate actions to increase or reduce salary and benefit costs (i.e., elimination of vacant positions). As we have shared previously, much of the growth in salary and benefit costs will be due to factors outside of the County's direct control such as increases in CalPERS costs and increases in health and related benefit costs. However, several agreements have been reached in the past months which will impact costs in FY 2018-19 and beginning in FY 2019-20.

Current negotiations with some employee groups are still underway. To the extent possible, the Recommended Budget includes those negotiated salary and benefit adjustments which have been

completed and implemented as well as any impacts from recommendations related to the class and compensation study.

El Dorado County Homelessness

Beginning in FY 2018-19, the County Budget includes General Fund dollars to support a homelessness coordinator contract in the Health and Human Services Agency (HHS). Several community partners have offered support to this contract and these revenues partially offset the contract cost in FY 2019-20. Homelessness is a countywide issue and affects the health and safety of the entire community.

HHS has recently applied for and has been awarded several State Grants that target the prevention of homelessness. The Homeless Emergency Aid Program (HEAP), which is a multi-year grant, will be used for homelessness prevention, capital improvements for shelters, and housing assistance for target populations throughout the County. Other State Grants include funds for strategic planning and technical assistance for applying for grant funds that target homelessness prevention. As homelessness is at the forefront of State Legislation discussions, additional funding is expected to be allocated to the County over the next several years. However, future funding is based on competitive criteria, and future grant allocations will depend on the success of these initial investments towards homeless program coordination. This and other grant awards are discussed in the Health and Human Services sections of this Budget document.

Community Planning

In FY 2017-18, the Board approved \$250,000 in funding for efforts towards community planning. FY 2017-18 was the first year of a four year approach, with cost estimated at \$1 million over the four year period. The Recommended Budget includes \$250,000 for year three of this effort, with \$125,000 included in the Planning and Building (General Fund) budget, and \$125,000 funded through the Economic Development (Transient Occupancy Tax) budget.

IT Deferred Infrastructure & Maintenance

In support of the Good Governance Strategic Plan Infrastructure Objective 3.4.2 and 3.4.3, it is recommended that IT purchase several mission-critical assets in FY 2019-20. This is the third year of a three-year plan to bring the County in line with industry standards and to reduce risk to County data. 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 the County's most critical needs.

Funds Public Safety Charter Section 504 Salary Increases

Charter Section 504 requires annual review of salary levels for public safety classifications. The 2018 review resulted in an increase to salaries, with an estimated budget impact of \$550,000 (partial year impact). The Recommended Budget reflects this cost increase.

Reimbursing Public Safety Facility Loan Reserve

\$230,000 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 \$2.3 million, equal to one-year's principal payment. Therefore, this fund will be replenished at \$230,000 a year, over the remaining 8 years.

Progress on Facility ADA Improvements

For FY 2019-20, \$435,000 is specifically included in the Accumulated Capital Outlay fund for progress on required ADA improvements. In addition, major facility replacements and expansion projects, such as the Public Safety Facility, are intended to resolve existing ADA concerns in those aging facilities.

BUDGET PRESSURES & POLICY CONSIDERATIONS

This section includes discussion of on-going of issues which have had a significant impact on the Recommended Budget in prior years, and/or which continue to evolve and impact the County's annual budget and priorities.

Additionally, several departments have identified pending issues and policy considerations unique to their operations. These policy matters 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.

In December of 2016, 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, with the first year of implementation of the new assumption an estimated increase of \$4.4 million to the employer cost. Similar increases follow in subsequent years. This cost increase is in addition to the natural increase in costs.

In December of 2017, the CalPERS Board adopted revised actuarial assumptions – including assumptions about mortality and retirement rates (service and disability) of member, and the assumed changes in salary scale and inflation rates. These changes will affect employer contributions requirements effective July 1, 2019, although it is not clear at this time whether the impacts will be entirely negative.

In February of 2018, the CalPERS Board adopted a further change to the plan with a new Amortization Policy. Most significantly, the new policy reduces the amortization period for losses from 30 years to 20 years. Spreading costs over a shorter period of time will have a negative impact on employer contribution rates; however, is anticipated to reduce annual costs in the long-term. The new Amortization Policy will first impact employer contribution rates with FY 2021-22.

CalPERS will likely distribute new valuation reports by mid-summer, which will set the contribution rates for FY 2019-20. Staff will update the future cost estimates once the new valuation reports are available, and any changes to the assumed costs will be reported with the adoption of the Budget in September.

Industry professionals continue to anticipate 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.

With the adoption of the FY 2017-18 Budget, the Board approved a budgeting philosophy of establishing and funding a reserve equal to the General Fund's estimated additional contribution for the following two years. In concept, this reserve serves as a revolving fund, with funds being drawn down in the immediate budget year's Recommended Budget based on the budgeted General Fund cost increase, and subsequently replenished in the same year, once the carry-forward fund balance amount is known, and based on the updated 2-year estimated cost. Maintaining this reserve, and using funds to help cover the increase in CalPERS costs in each subsequent budget year, will help ensure the County is able to fund those required contributions in future years. Therefore, staff is again 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 the designated reserve fund to be drawn down in future years to help offset the impact to County department budgets.

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, and also provided funding for the initial stages of the Public Safety Facility and grant matching funds for the West Slope Juvenile Hall. In the coming years, staff will be working to finalize solutions and identify necessary funding for the remaining facility priorities. Providing for these facility priorities will place further pressure on other programs and services.

Deferred Facility Maintenance

The FY 2019-20 Recommended Budget includes approximately \$4.4 million to fund what are identified as deferred maintenance projects, plus funds to keep pace with new repairs and maintenance needs. The Facilities Division continues to work each year to prioritize and complete projects identified in the plan with fire/life/safety projects taking precedence.

Additionally, the FY 2019-20 Budget includes a recommended \$5,000,000 increase to the General Fund's Designation for Capital Projects, to set funds aside to fund future capital projects and deferred maintenance.

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

Public Safety Facility

The County continues to move forward with completion of the new Public Safety Facility. For FY 2019-20 and FY 2020-21, interest-only payments will need to be included in the budget, estimated at \$1.2 million for each year. Funds were set aside in the ACO Fund in FY 2018-19 to cover these two payments, therefore there will be no immediate impact to the General Fund. The annual payment on the long-term loan obligation for that facility, currently estimated to be \$2.3 million a year, will need to be incorporated into the County's on-going operating budget beginning with FY 2021-22. Additionally, as discussed in prior years, beginning with FY 2017-18 and continuing for nine years, the County will include an increase to the loan reserve as a set-aside in its annual budget, in order to fund the required reserve obligation associated with the USDA loan. That set-aside is equal to 10% of the annual payment, such that one full payment will be held in reserve. The annual payment is now set at \$2.3 million, so the annual increase to that reserve will be \$230,000.

West Slope Juvenile Hall Replacement

The County was been awarded a \$9.6 million grant from the Board of State and Community Corrections for the replacement of the West Slope 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. However, the cost of the facility has increased since initial design stages in FY 2016-17.

Based on updated costs, on February 6, 2019, the Board of Supervisors re-authorized the construction of the new facility, confirming the size at a 20-bed juvenile treatment center. The Board also authorized the closure of the current juvenile detention center in Placerville in order to use the operational savings to fund the portion of the facility not covered by the grant. The FY 2019-20 Recommended Budget reflects approximately \$1.7 million reduction in on-going cost in the Probation Department budget related to the closer of the facility. The General Fund – Other Operations budget unit includes a recommendation to set aside \$1.5 million in a designated fund balance account, with any additional related savings that is experienced at the close of FY 2018-19 or FY 2019-20 be added to this account.

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 County has also received a \$25 million SB 844 grant from the Board of State and Community Corrections for the expansion/improvement of the Placerville Jail facility. The FY 2019-20 Recommended Budget includes \$18.9 million, with funding received and appropriated in the Accumulative Capital Outlay Fund, for the Placerville Jail Expansion. The Facilities division of the Chief Administrative Office anticipates issuing and awarding a RFP for design/build services and beginning construction towards the end of FY 2019-20.

HHSa SLT Campus Project

In FY 2018-19 the County purchased and began tenant improvements on a building located on Sandy Way adjacent to the existing El Dorado Center in South Lake Tahoe. The FY 2019-20 Recommended Budget includes funding from the Health and Human Services Agency in the amount of \$5 million to complete the tenant improvements at Sandy Way and to begin the planning and design for the replacement of the El Dorado Center.

Cannabis Regulation and Program Implementation

With voter approval of five cannabis-related measures in November of 2018, the County is developing and implementing its commercial cannabis program. It is anticipated that this program will include staffing increases for code enforcement and public safety efforts. Fees will be developed to cover costs to the extent possible; however, recent research shows that most jurisdictions are experiencing cost increases related to regulation and enforcement activities in excess of revenue from well-planned and supported fee structures.

STATE BUDGET PROPOSALS

The Governor released his revised 2019-20 budget on May 9, cautioning that even though the decade long recovery continues, a recession is inevitable. The revised budget proposal continues to assume increased revenues, with a high priority on using surplus funds to build reserves and limit on-going commitments with one-time spending. The proposal relies heavily on an improved long-term revenue forecast, including an average 3.2 percent year-over-year growth rate in General Fund revenue until FY 2022-23. The proposal reflects that economic growth will continue over the next few years, but that if the current expansion continues past July 2019 it will be the longest on record. The State budget affects funding for a significant number of El Dorado County programs. Staff will continue to watch closely for relevant developments that would affect the County.

Some of the more significant proposals in the Governor's proposed budget are summarized below. Details of the budget proposals can be found at www.ebudget.ca.gov.

Disaster Preparedness, Response, and Recovery

The Governor's budget proposes \$809.5 million in funding to increase the state's capacity to prepare for, respond to, and recover from emergency incidents and disasters. This investment includes funds to increase the capacity of the Office of Emergency Services, upgrade the 9-1-1 system, create a program to coordinate housing assistance after a disaster, and funds to assist in emergency response and clean up after a disaster. This includes \$50 million proposed for a comprehensive, statewide educational campaign on disaster preparedness that includes local grants to address local and regional needs.

Public Safety Power Shutdown

A one-time General Fund increase of \$75 million was included in the Governor's proposed budget to assist communities during preemptive "Public Safety Power Shutoffs" (PSPS) that will leave rural communities, like El Dorado County, without power for extended periods of time. The proposal will fund not only immediate needs as a result of a shutdown, but also fund planning grants for counties to improve local preparedness.

Forest Management, Resiliency & Fire Response

The Governor's proposed budget includes a one-time General Fund spending increase of \$15.7 million to Cal Fire to increase their capacity for forest management and fire protection. This includes funding for fuel reduction and vegetation management activities.

Homelessness

The Governor's proposed budget includes \$650 million in one-time spending for local jurisdictions to construct and expand navigation centers, emergency housing, and supportive housing units. This includes the creation of joint regional plans to address homelessness across counties and cities. Most of this funding will be funneled through a Continuum of Care (CoC), which is a county-wide collaborative of homelessness providers and representatives. Health and Human Services is the administrative entity of El Dorado County's CoC, and is receiving state funds currently through the Homeless Emergency Aid Program (HEAP) and California Emergency Solutions and Housing (CESH) grants.

Cannabis

The Governor's proposed budget projects that cannabis excise taxes will be lower than forecasted and have been adjusted at \$359 million in FY 2019-20. Of these funds, \$15 million is proposed for grants to local governments to create and administer local equity programs. There is \$26 million proposed for a competitive grant program

for local governments that have not banned cannabis to fund public health and safety programs. A total of \$39.8 million has been designated to support the clean-up and restoration of areas damaged by illegal cannabis cultivation and assist in enforcement activities to prevent illegal cannabis cultivation.

Broadband Infrastructure

The Governor's budget did not include funding or a plan to expand the deployment of broadband technologies to underserved areas. It is expected that the Governor will be submitting five-year plan during the 2019-20 Legislative session.

County Voting Systems

The Governor's proposed budget includes a one-time General Fund spending of \$87.3 million to assist counties in switching to vote center models and replacing county election management systems.

In-Home Supportive Services

The In-Home Supportive Services (IHSS) Program provides services and assistance to aid older or disabled individuals in remaining safely in their home. The Governor's proposal includes changes in statute to the IHSS Maintenance of Effort (MOE) structure. This restructure is based on projections of need and results in an additional \$296.7 million in General Fund Support to IHSS programs. This increase is reflected in Health and Human Services budget with an increase of \$378,916 in the FY 2019-20 Recommended Budget.

Continuum of Care Reform

The passage of AB 402 Continuum of Care Reform triggered significant changes in Child Welfare Programs to improve outcomes for foster youth. A one-time spending increase of \$14.4 million has been proposed to assist counties in lowering the backlog of Resource Family Approvals and \$21.6 million for Foster Parent Recruitment, Retention, and Support. The Health and Human Services Department anticipates an increase of \$702,117 for these activities in the FY 2019-20 Recommended Budget.

ALLOCATED POSITIONS & STAFFING CHANGES

The FY 2019-20 Recommended Budget includes 1,886.57 full-time equivalent positions (FTEs). This represents a 7.05 FTE net increase from the current FY 2018-19 Position Allocation (as of May 15, 2019). 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, or are associated with new funding sources and approved programs.

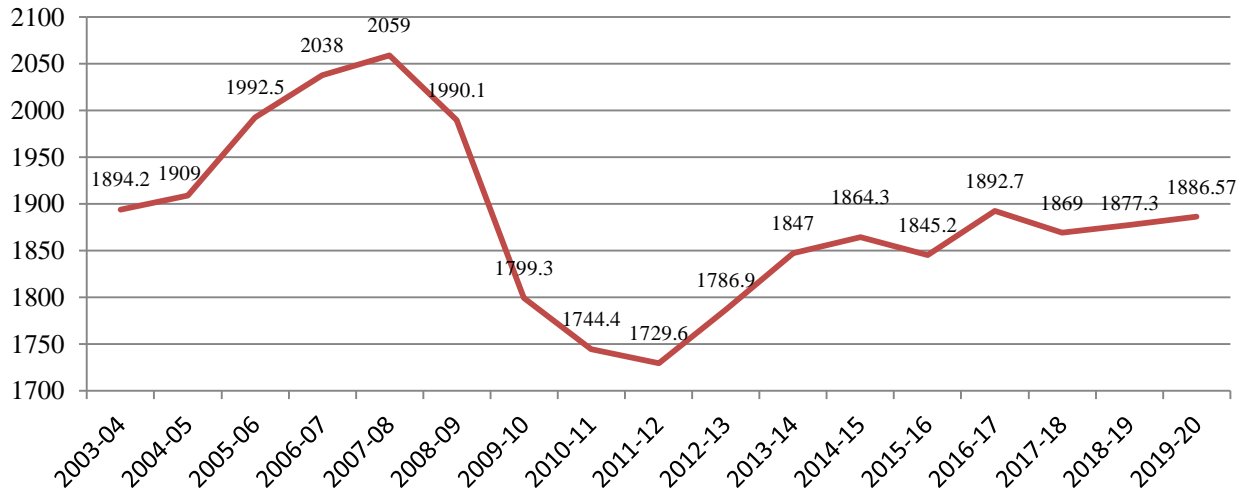
The chart on the following page summarizes the recommended staffing changes. Detail of all allocated positions and recommended position changes is included in a later section of the Recommended Budget, and are discussed in Departmental budget narratives.

Summary of Recommended Position Changes

Department	Addition	Deletion	Total
Agriculture	1.00		1.00
CAO Admin & Budget		(1.20)	(1.20)
CAO Central Services	7.00	(6.00)	1.00
CAO Airports, Cannabis, Cemeteries, and Parks	1.00		1.00
CAO EMS and Emergency Preparedness and Response	6.35		6.35
Child Support Services		(2.00)	(2.00)
Health and Human Services	6.40	(14.50)	(8.10)
Human Resources / Risk Management (limited term)		(1.00)	(1.00)
Information Technologies	4.00	(3.00)	1.00
Probation	6.00	(2.00)	4.00
Sheriff	5.00	(1.00)	4.00
Transportation	1.00		1.00
Totals	37.75	(30.70)	7.05

The chart below presents the total authorized positions, countywide, by fiscal year, since 2003-04. Total authorized positions decreased significantly during the recession, beginning in FY 2008-09, and gradually increased during the recovery.

Total County Positions by Fiscal Year

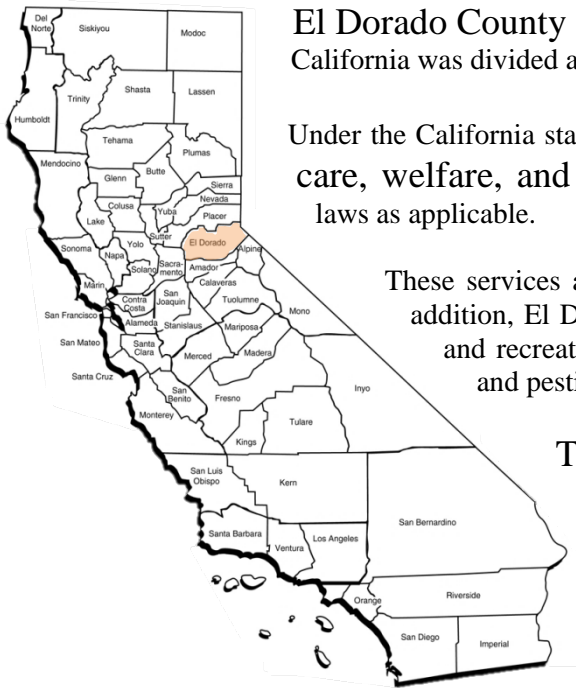


NEXT STEPS FOR BUDGET ADOPTION

The final adoption of the FY 2019-20 Budget will take place in September of 2019. The final budget recommendations presented for approval during the September meeting will incorporate any State or federal actions that affect the County’s budget and will reflect final fund balance carryover figures, based on the close of the County’s financial records in August of 2019.

2019-2020

PROFILE & DEMOGRAPHIC DATA



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.

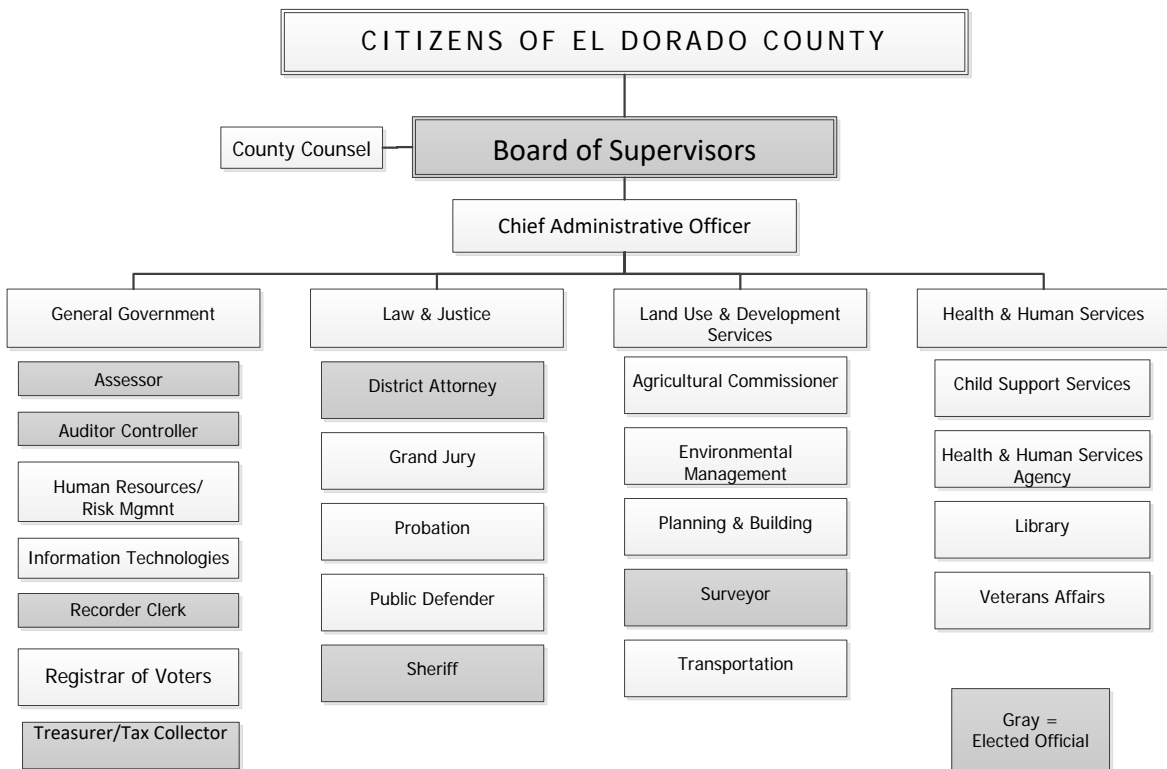
These services are provided to all residents within the county’s jurisdiction. In addition, El Dorado County provides regional services such as libraries, parks and recreation, performing arts facilities, weights and measures inspection, and pesticide regulation.

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.

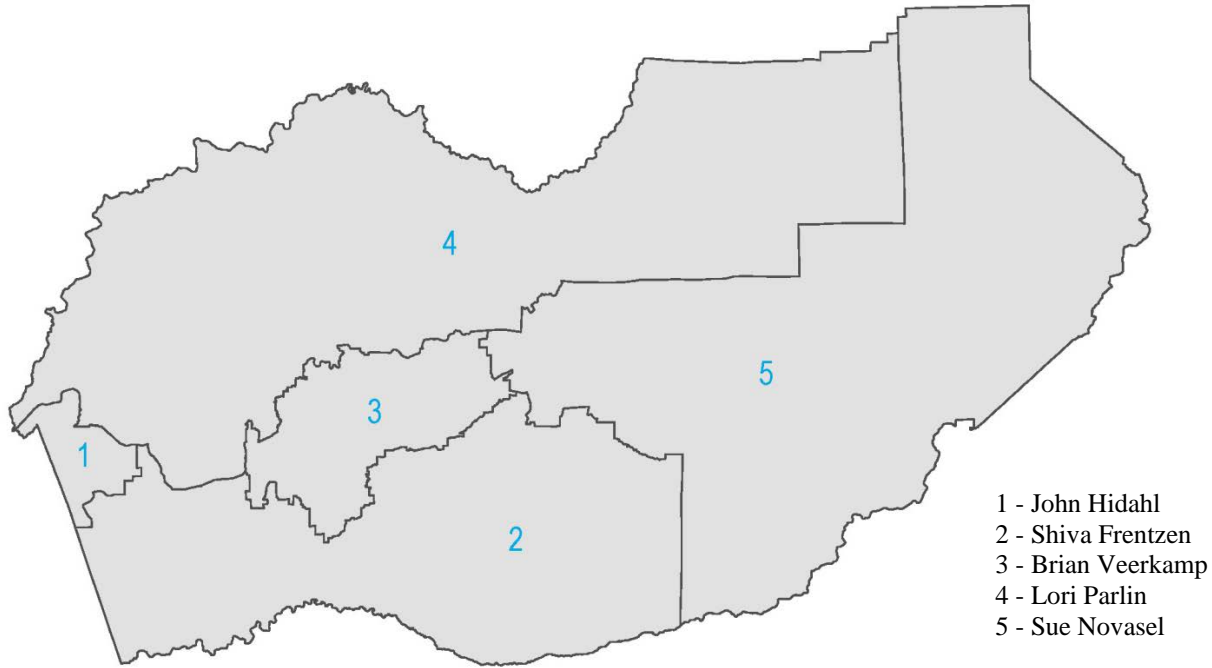
COUNTY ORGANIZATION

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.



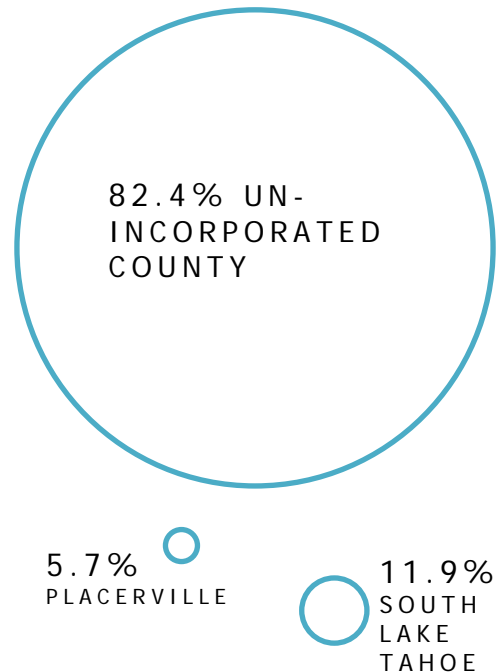
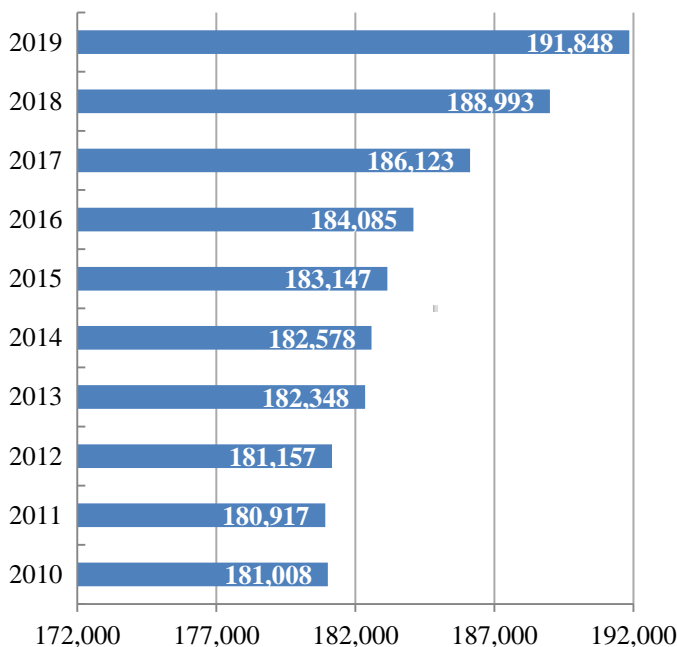
BOARD OF SUPERVISORS

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.



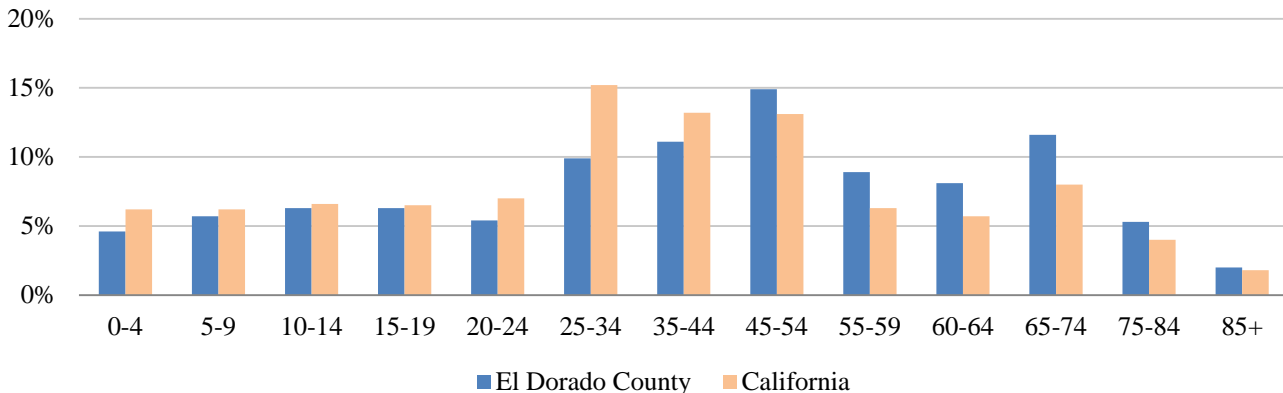
TOTAL POPULATION

Over the last 10-year period, El Dorado County grew 6 percent. The majority of El Dorado County citizens (158,131) reside outside of the two incorporated cities of Placerville and South Lake Tahoe.

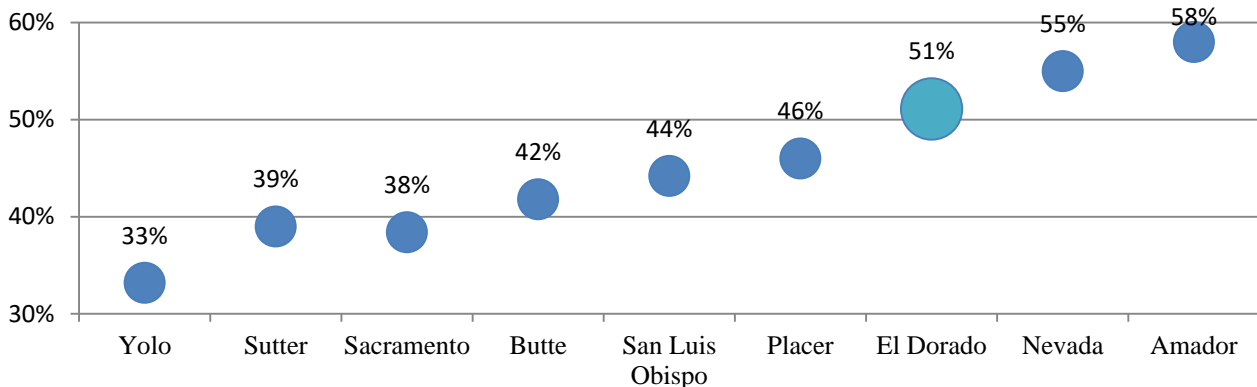


Source: State of California, Department of Finance, 2018-19 E-1 and E-2 Population Estimates.

POPULATION BY AGE GROUP



PERCENT OF POPULATION 45 YEARS AND OVER



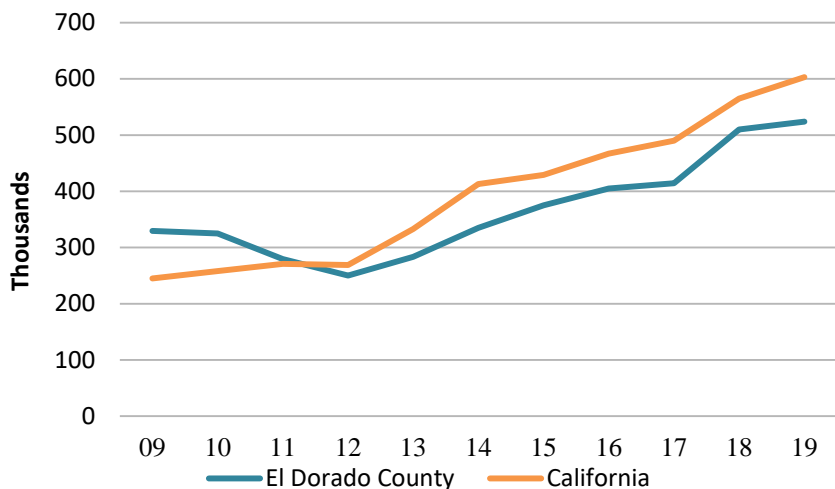
Source: U.S. Census Bureau, 2017 American Community Survey 5-Year Estimates

HOUSING

In El Dorado County there are approximately 90,315 housing units. For the County as a whole, 76.3% of homes in the County are occupied by the owner. However, this number is 55% in South Lake Tahoe, as many in that area of the County are second homes and not the primary residence of the owner.

Source: U.S. Census Bureau, 2017 American Community Survey 5-Year Estimates

SINGLE-FAMILY MEDIAN HOME SALE PRICES



El Dorado County home values have increased **12.7%** over the past year.

The median home value of owner-occupied housing is \$489,000.

The median list price per square foot in El Dorado County is \$254, which is lower than the State of California average of \$290. The median price of homes sold in El Dorado County is \$524,000.

Source: California Association of Realtors, April 2019

ECONOMY

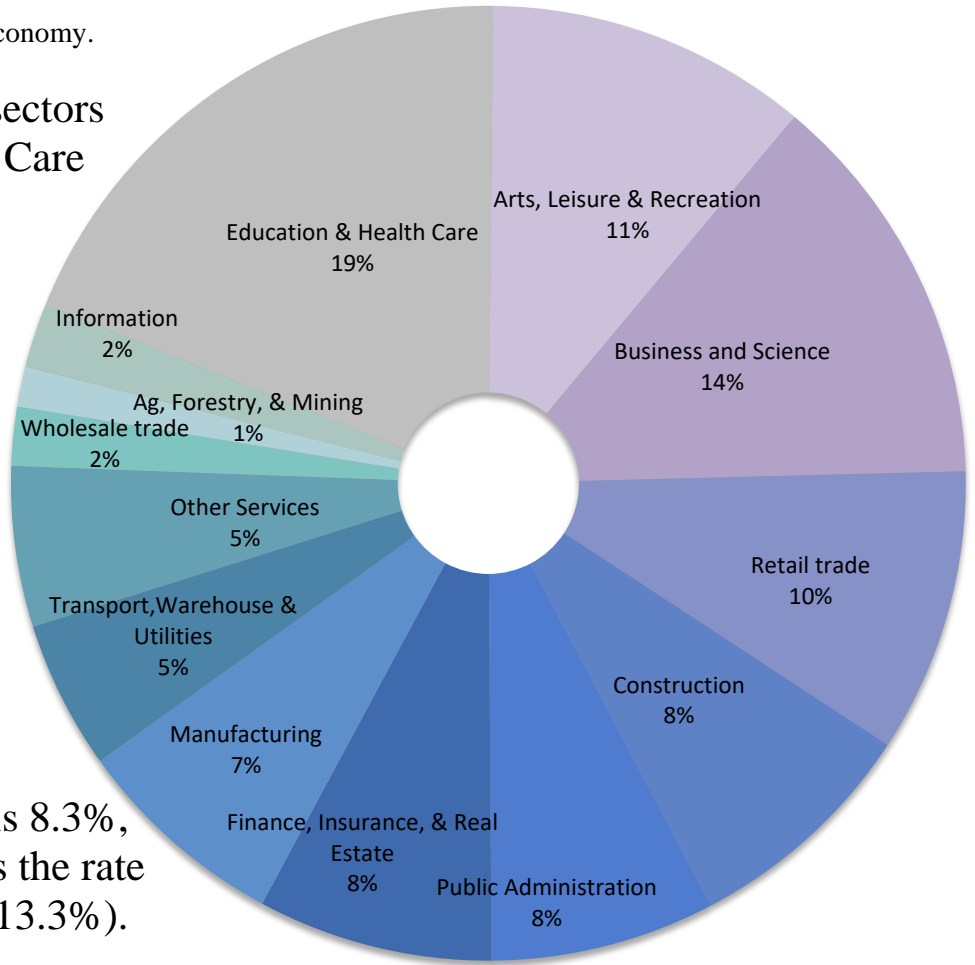
El Dorado County enjoys a diverse economy.

The largest employment sectors are Education and Health Care with 15,787 employed, and Arts, Leisure, and Education Services with 9,052 persons.

The Business and Science and Retail Trade sectors each employ over 8,000 workers.

The average per capita income is Estimated at \$38,156, which is 13% higher than the state average of \$33,128, and the median household income was \$74,885 (compared to \$67,169 state average).

The County poverty rate is 8.3%, approximately three-fifths the rate in California as a whole (13.3%).



Source: U.S. Census Bureau, 2017 American Community Survey 5-Year Estimates

JOBS AND WORKFORCE

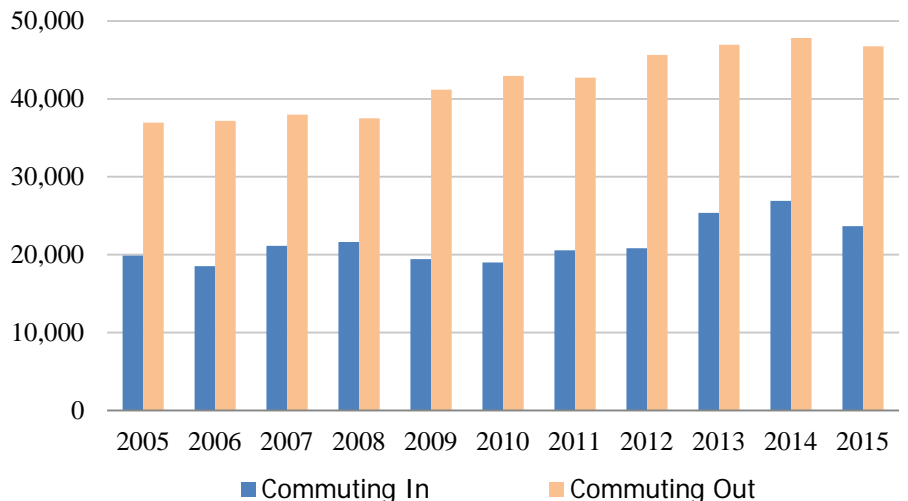
Employment in El Dorado County decreased gradually between 2007 and 2011, before entering a period of steady growth from 2012-2016. Overall, the number of employed individuals in El Dorado County decreased by 500 by 2016.

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

County	Value
El Dorado	11.9
Nevada	12.0
Amador	17.2
Sacramento	21.5
San Luis Obispo	22.9
Placer	25.0
Butte	29.9
Sutter	47.5
Yolo	51.1

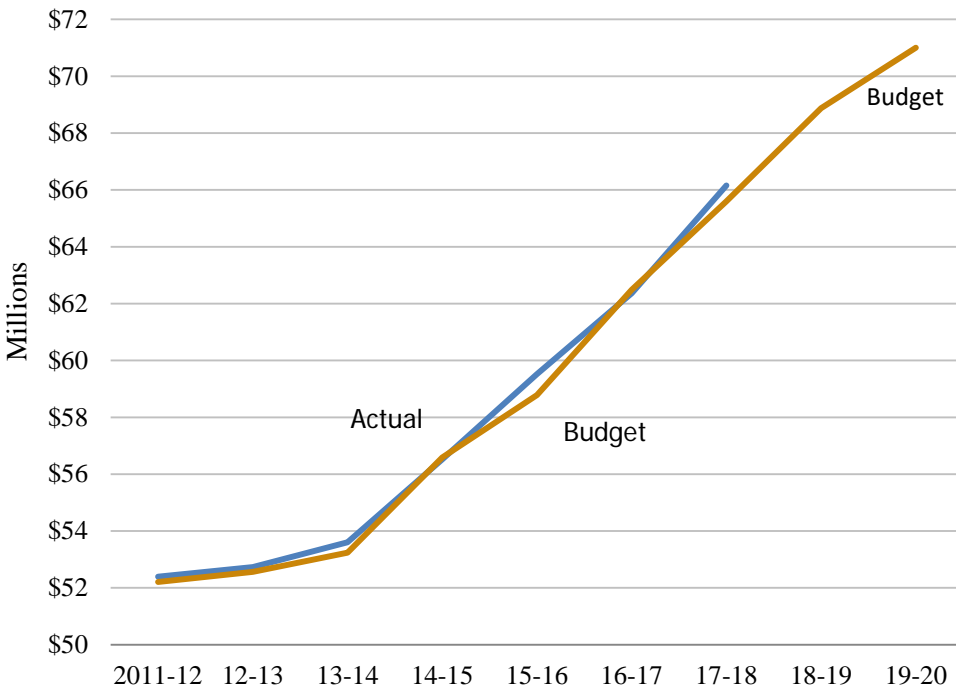
Source: Recommended budgets, FY 2017-18

PLACE OF WORK PATTERNS



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.

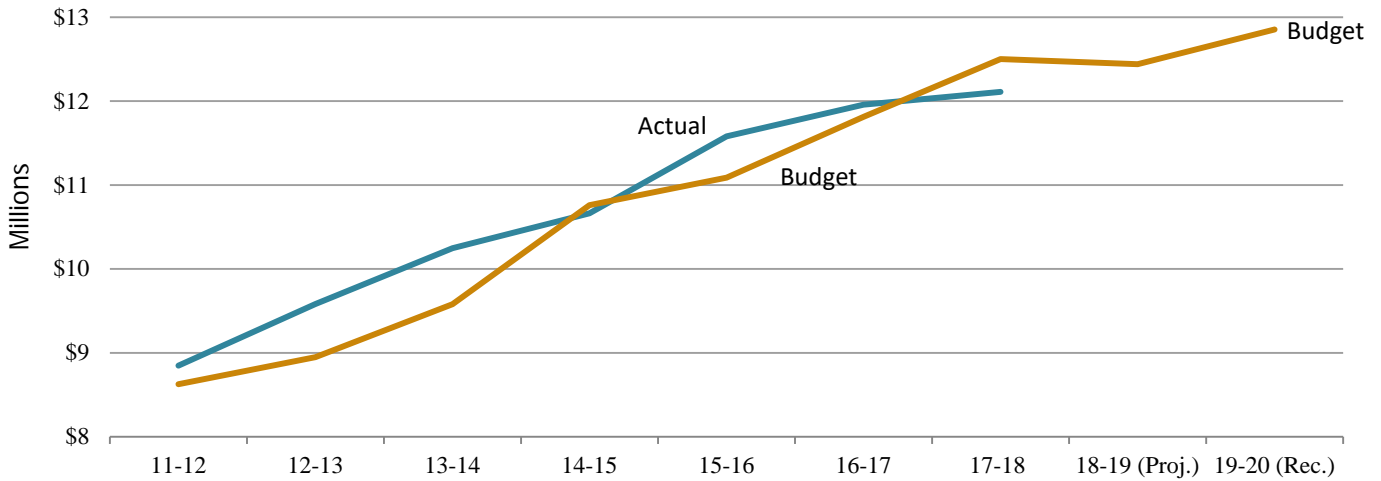


Graphic developed by the Treasurer-Tax Collector Department. (Source El Dorado County Auditor-Controller's Office)

*includes the Cities of Placerville and South Lake Tahoe (2.5%), Cities in Lieu Vehicle Licensing fees (.9%) and City of So. Lake Tahoe Redevelopment Successor Agency (1.3%)

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 2018-19

How is Sales Tax Allocated?

El Dorado County receives 1% of the 7.25% statewide sales tax rate for general County operations. The City of South Lake Tahoe imposes an additional 0.50% tax over the state rate, and Placerville imposes an additional 1%.

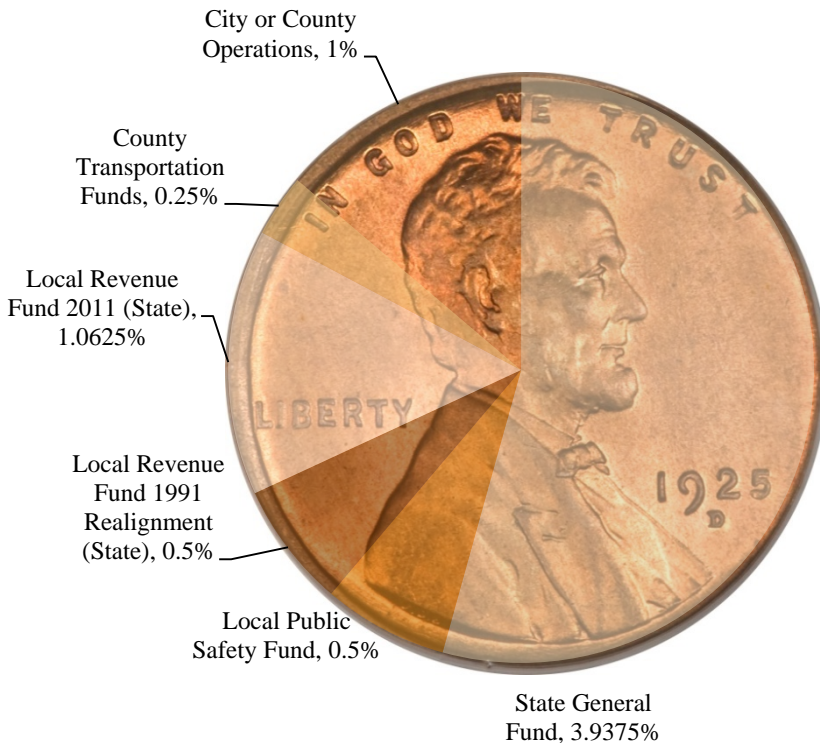
TAXES COLLECTED

(Total FY 2017-18, in millions)

\$565.3	Sacramento
\$226.8	Placer
\$204.3	San Luis Obispo
\$117.5	El Dorado
\$68.5	Butte
\$59.6	Yolo
\$49.2	Nevada*
\$30.3	Sutter
\$24.8	Amador

(FY 2017-18, Per Resident, excludes cities)

\$2,106	Yolo
\$2,035	Placer
\$1,694	San Luis Obispo
\$1,094	Amador
\$957	Sacramento
\$924	Sutter
\$870	Butte
\$757	El Dorado
\$736	Nevada*



Data source: California State Board of Equalization, Detailed Description of the Sales & Use Tax Rate, 2017

Source: FY 2018-19 adopted budgets, Summary Schedule 5
*Estimate only.



El Dorado County Strategic Plan

A Strategic Plan is a critical component to the success of any organization, including El Dorado County government. Without it, priorities constantly change, employees become confused about their job purpose and the public wonders where its government leaders' values lie. The Board-approved Strategic Plan identifies five discrete objectives that, when taken together, guide the County's efforts in providing all services and programs to the residents of El Dorado County. Not only does the Strategic Plan serve as a roadmap to help keep the County on track, but it is used to make Budget decisions that fund many of the County's programs and services. Budget requests are consistent with and can be traced back to the goals outlined in the Strategic Plan. By applying the County's values of accountability, integrity, citizen-oriented service, and collaboration, the approach to the County's business falls within five distinct but interrelated objectives:

Support *Healthy Communities*

Ensure *Public Safety*

Encourage *Economic Development*

Deliver *Good Governance*

Manage *Infrastructure*

Like last year, each objective has several goals, seen here:

Healthy Communities

- Protect against adverse outcomes among children, adults and seniors
- Promote community practices for a safe environment
- Strengthen the collaboration among stakeholders, resulting in the delivery of comprehensive & integrated services

Economic Development

- Attract, develop and retain businesses that provide economic stability
- Strengthen the County's business-friendly reputation
- Invest in infrastructure needs to improve and maintain competitiveness

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

While the objectives of our Strategic Plan haven't changed since last year, the focus will shift from a predominately task-oriented approach to a decidedly more strategic approach to reach and surpass our goals. The Board will consider that next evolution of the Strategic Plan in June 2019.



COUNTY OF EL DORADO, CALIFORNIA

BOARD OF SUPERVISORS POLICY

Subject: BUDGET POLICIES	Policy Number: B-16	Page Number: 1 of 3
	Date Adopted: 11/14/2017	Effective Date: 11/14/2017

I. PURPOSE

The County Budget Policies were originally adopted May 19, 2015.

The County Budget Policies provide a framework for budgetary decision-making regarding the use of County funds, to ensure prudent County fiscal management and to direct the Chief Administrative Officer in the development and management of the County Budget.

II. POLICY

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, to provide 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. 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. Grant Funding: Prior to applying for and accepting Federal or State grants, departments must identify current and future fiscal implications of either accepting or rejecting the grant, including matching fund obligations, non-supplanting requirements, required continuation of a program after grant funds are exhausted, and if the program is consistent with the County's Strategic Plan goals and objectives.



COUNTY OF EL DORADO, CALIFORNIA

BOARD OF SUPERVISORS POLICY

Subject: BUDGET POLICIES	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Policy Number:</td> <td style="width: 40%;">Page Number:</td> </tr> <tr> <td>B-16</td> <td>2 of 3</td> </tr> <tr> <td>Date Adopted:</td> <td>Effective Date:</td> </tr> <tr> <td>11/14/2017</td> <td>11/14/2017</td> </tr> </table>	Policy Number:	Page Number:	B-16	2 of 3	Date Adopted:	Effective Date:	11/14/2017	11/14/2017
Policy Number:	Page Number:								
B-16	2 of 3								
Date Adopted:	Effective Date:								
11/14/2017	11/14/2017								

5. **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.

6. **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.

7. **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.

8. **General Fund Contingency:** The General Fund Appropriation for Contingency shall be set, at the time of budget adoption, at an amount not less than 3% of total adjusted General Fund appropriations, as adjusted for non-General Fund programs (i.e., State mandated Social Services, Child Support Services). The Appropriation for Contingency is to be used during the fiscal year to address unanticipated expenditure increases or revenue decreases.

9. **Budget Controlled at Expenditure Class/Object Level:** California statute requires county budgets are controlled at the object of expenditure level, except for capital assets which are appropriated at the sub-object level (29006, 29008, 29089). The Board may authorize additional controls for the administration of the budget (29092).

10. **General Reserves:** The General Fund General Reserve shall be set, at the time of budget adoption, at an amount not less than 5% of total adjusted General Fund appropriations. The General Reserve shall be established, canceled, increased, or decreased as provided for in Government Code Section 29086.



COUNTY OF EL DORADO, CALIFORNIA

BOARD OF SUPERVISORS POLICY

Subject: BUDGET POLICIES	Policy Number: B-16	Page Number: 3 of 3
	Date Adopted: 11/14/2017	Effective Date: 11/14/2017

11. Designation for Capital Projects: Once the General Reserve and General Fund Appropriation for Contingency equal 8% of adjusted General Fund appropriations, un-appropriated discretionary resources will be used to increase the Designation for Capital Projects in an amount not less than \$5,000,000, each year. The annual increase shall continue until the Designation for Capital Projects equals 2% of the replacement value of County-owned facilities. The Designation for Capital Projects may be cancelled, in any amount, when alternate funding sources are not available, and upon a recommendation from the Chief Administrative Officer, to address unmet capital replacement and maintenance projects.

12. Other Post-Employment Benefits (OPEB): El Dorado County shall continue the policy of “pay as you go” to fund the County’s OPEB liability. OPEB costs will be allocated to the respective County departments based on a State–approved allocation formula. The Board may modify this policy at any time, to allocate un-appropriated discretionary resources to fund the OPEB liability, to set funds aside to fund future years’ liabilities, or to begin funding on-going OPEB liabilities by establishing a pre-funding trust.

IV. REFERENCES

Board Adopted Budget Policies, May 19, 2015 (Item 31)

V. RESPONSIBLE DEPARTMENT

Chief Administrative Office

VI. DATES ISSUED AND REVISED; SUNSET DATES:

Issue Date:	05/19/2015	Sunset Review Date:	N/A
Revision Date:	11/14/2017	Next Review Date:	06/30/2022

GENERAL GOVERNMENT

Department	Page	2019-20 Appropriations	2019-20 Revenues	2019-20 NCC	2019-20 Staffing
Assessor	1	4,509,860	585,553	3,924,307	37.80
Auditor Controller	7	4,079,828	426,564	3,653,264	29.00
Board of Supervisors	13	1,744,764	2,682	1,742,082	13.00
Chief Administrative Office	17				
Administration & Budget	19	2,272,066	82,419	2,189,647	8.80
Airports,Cannabis,Cemeteries & Parks	25	2,022,213	1,471,859	550,354	11.00
Central Services	33	10,303,397	3,291,455	7,011,942	89.35
EMS & Emergency Preparedness	43	1,688,746	1,688,746	-	6.35
County Counsel	55	3,518,237	463,475	3,054,762	17.00
Human Resources/Risk Management	69	55,719,261	53,326,293	2,392,968	21.00
Information Technologies	77	10,104,649	770	10,103,879	43.00
Recorder-Clerk	85	1,677,011	1,699,500	(22,489)	14.00
Registrar of Voters	91	3,038,571	1,795,145	1,243,426	7.50
Treasurer/Tax Collector	97	3,134,240	2,093,751	1,040,489	19.00
TOTAL FUNCTIONAL GROUP		103,812,843	66,928,212	36,884,631	316.80
Accumulative Capital Outlay Fund	47	64,896,919	64,896,919	-	
General Fund Other Operations (Revenue Budget)	61	27,261,361	159,686,147	(132,424,786)	

MISSION

The Assessor is responsible for discovering, inventorying, valuing and assessing all taxable real property in the County, including residential, commercial, industrial properties and undeveloped land. The office is also responsible for assessing taxable business property, boats, airplanes, mining claims and other assessable interests in property. The Assessor prepares and maintains the master property records and parcel maps. The office is charged with the administration of a number of exemption programs benefitting homeowners and certain qualifying organizations. 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.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	392,557	305,000	305,000	0
Miscellaneous Rev	134,220	25,000	25,000	0
Other Fin Sources	274,324	226,941	255,553	28,612
Total Revenue	801,101	556,941	585,553	28,612
Salaries & Benefits	3,970,880	4,011,853	4,361,705	349,852
Services & Supplies	137,346	135,463	138,522	3,059
Other Charges	0	0	500	500
Intrafund Transfers	11,429	11,833	9,133	(2,700)
Total Appropriations	4,119,655	4,159,149	4,509,860	350,711
FUND 1000 GENERAL FUND TOTAL	3,318,553	3,602,208	3,924,307	322,099

MAJOR BUDGET CHANGES

Revenues

Miscellaneous

\$25,000 Miscellaneous Revenue is budgeted at the same level as FY 2018-19, despite higher actual receipts in FY 2017-18 and FY 2018-19, due to the end of the Proposition 90 base year transfer program in November 2018.

Appropriations

Salaries & Benefits

\$349,852 Increase due to negotiated salary increases, CalPERS retirement costs, and the County's share of cost for health insurance benefits.

Assessor

RECOMMENDED BUDGET • FY 2019-20

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.

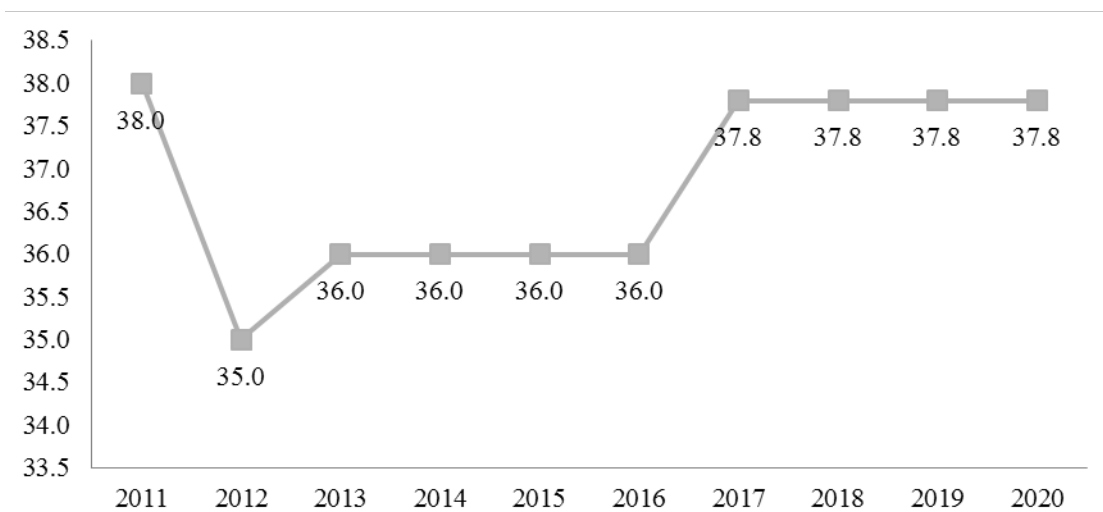
Inventory is charged with the responsibility for analyzing and processing all changes to the master property inventory. Also processes parcel map changes and makes Jarvis/Gann reappraisability determinations. Responds to public inquiry about reassessability of proposed actions and initiates inquiry where 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 Megabyte computer property system and 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 continues to provide leadership in the transition to the new property system including responsibility for data conversion, business process analysis, process modification, system training and implementation.

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 2019-20 is 37.8 FTEs.



RECOMMENDED BUDGET

This Budget is recommended at \$4,509,860, which is an increase of \$350,711 (8.4%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 87% of the funding for this Department, and is increased by \$322,099 (8.9%) when compared to the FY 2018-19 Adopted Budget. The increase is due entirely to negotiated salary increases, increased CalPERS retirement costs, and budgeted increases for the County’s share of cost for health insurance benefits

CAO Adjustments

There are no CAO adjustments recommended for FY 2019-20.

Assessor

RECOMMENDED BUDGET • FY 2019-20

Sources & Uses of Funds

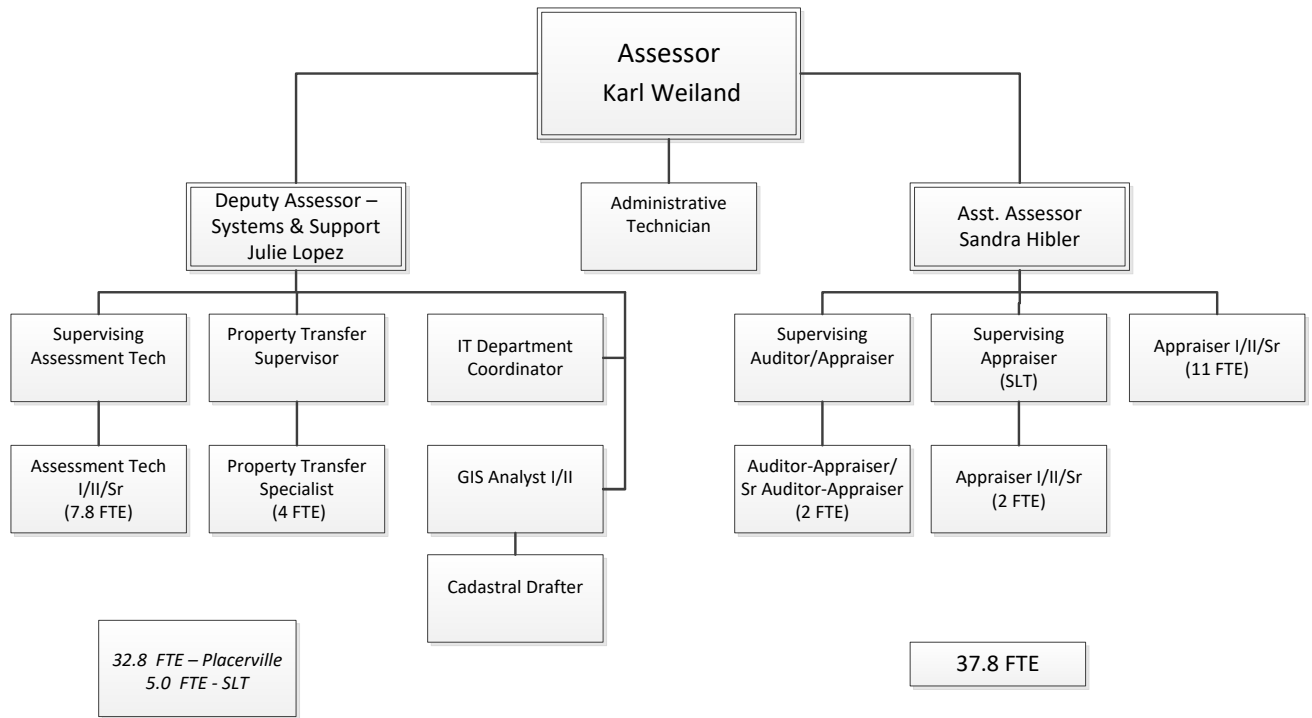
The Assessor is primarily funded with General Fund discretionary revenues, but also receives a share of the fees charged for the separate assessment of timeshares and a share of the 5% administration fee for the supplemental property tax roll. Revenues are also derived from the Modernization special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

The Recommended Budget includes the use of \$37,000 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. This funding will be used within the department's operating account to purchase ergonomic evaluation recommended equipment, replace computer equipment, and to meet programming needs related to the new property system.

PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 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	1.00	1.00	1.00	-
Auditor/Appraiser - Sr. Auditor/Appraiser	2.00	2.00	2.00	-
Cadastral Drafter	1.00	1.00	1.00	-
Deputy Assessor - Systems & Support	1.00	1.00	1.00	-
GIS Analyst I/II	1.00	1.00	1.00	-
Information Technology Department Coordinator	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	-
Department Total	37.80	37.80	37.80	-

ORGANIZATIONAL CHART





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

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	425,726	376,025	381,500	5,475
Other Fin Sources	499,459	150,560	45,064	(105,496)
Total Revenue	925,184	526,585	426,564	(100,021)
Salaries & Benefits	3,444,608	3,866,683	4,003,691	137,008
Services & Supplies	73,253	108,635	116,912	8,277
Intrafund Transfers	10,414	10,325	7,275	(3,050)
Intrafund Abatement	(55,381)	(41,150)	(48,050)	(6,900)
Total Appropriations	3,472,894	3,944,493	4,079,828	135,335
FUND 1000 GENERAL FUND TOTAL	2,547,710	3,417,908	3,653,264	235,356

MAJOR BUDGET CHANGES

Revenue

Other Financing Sources

(\$105,496) Decrease in revenue from Operating Transfers related to reduced reimbursements for staff working on the FENIX and Megabyte system implementations.

Appropriations

Salaries and Benefits

\$137,008 Increase due mainly to increased CalPERS retirement costs and the County's share of cost for health insurance benefits. This is partially offset by a reduction in Other Compensation expense due to a change in benefits for Unrepresented Employees, removing the management leave cash pay out option.

Auditor-Controller

RECOMMENDED BUDGET • FY 2019 - 20

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 134,000 property tax liabilities, including changes/refunds, based upon assessed value generating over \$355 million in taxes. The Division places more than 648,000 line items of direct charges totaling over \$38 million on the secured tax bills by working with 60 different taxing agencies with 236 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

Auditor-Controller

RECOMMENDED BUDGET • FY 2019 - 20

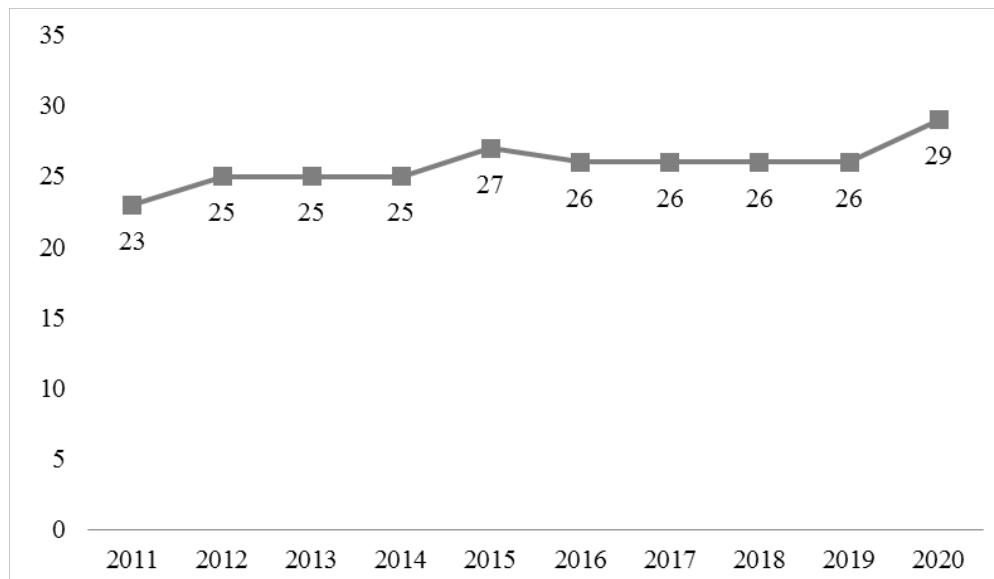
purchase card program (PCard) is managed by the staff within this Division. This includes the issuance of purchase cards (387 cards), continuous modification of commodity types and dollar thresholds for cardholders, review of over 14,720 purchase card transactions that amount to over \$8.45 million in 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. This Division administers eight 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

	Appropriations	Revenues	Net County Cost	Staffing
Administration	\$ 488,599	\$ 18,500	\$ 470,099	2.25
Property Tax	\$ 562,957	\$ 306,964	\$ 255,993	3.95
Financial Reporting	\$ 789,532	\$ 12,000	\$ 777,532	4.8
Payroll	\$ 742,306	\$ 150	\$ 742,156	6
Accounting	\$ 1,496,434	\$ 88,950	\$ 1,407,484	12
Total	\$ 4,079,828	\$ 426,564	\$ 3,653,264	29

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 been fairly flat. In FY 2018-19, the Board of Supervisors approved the addition of two allocations to the Payroll Division as well as the transfer of one allocation from the Human Resources Department to the Payroll Division. The recommended staff allocation for FY 2019-20 is 29 FTEs.



Auditor-Controller

RECOMMENDED BUDGET • FY 2019 - 20

RECOMMENDED BUDGET

This Budget is recommended at \$4,079,828, which is an increase of \$135,335 (3.4%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 89.5% of the funding for this Department, and is increased by \$235,356 (6.9%) when compared to the FY 2018-19 Adopted Budget.

The Department requested the addition of two FTE Fiscal Technician allocations, with no accompanying increase in revenue or reduction in expenditures to offset the cost. The Department cited increased workload, due in part the shift of certain responsibilities from other departments as a result of the implementation of the new enterprise resource system (FENIX). It is recommended that the Department fill current vacancies before additional allocations are considered. In addition, the County will be conducting a post-implementation assessment to determine what allocation changes may be necessary countywide as a result in workload shifts due to FENIX.

CAO Adjustments

No CAO adjustments are recommended for FY 2019-20.

Sources & Uses of Funds

The Auditor-Controller is primarily funded with General Fund discretionary revenues, with partial cost recovery in subsequent years through the A-87 Cost Allocation Plan (reflected in the General Fund – General Revenues and Other Operations budget). The Department 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 operating the office.

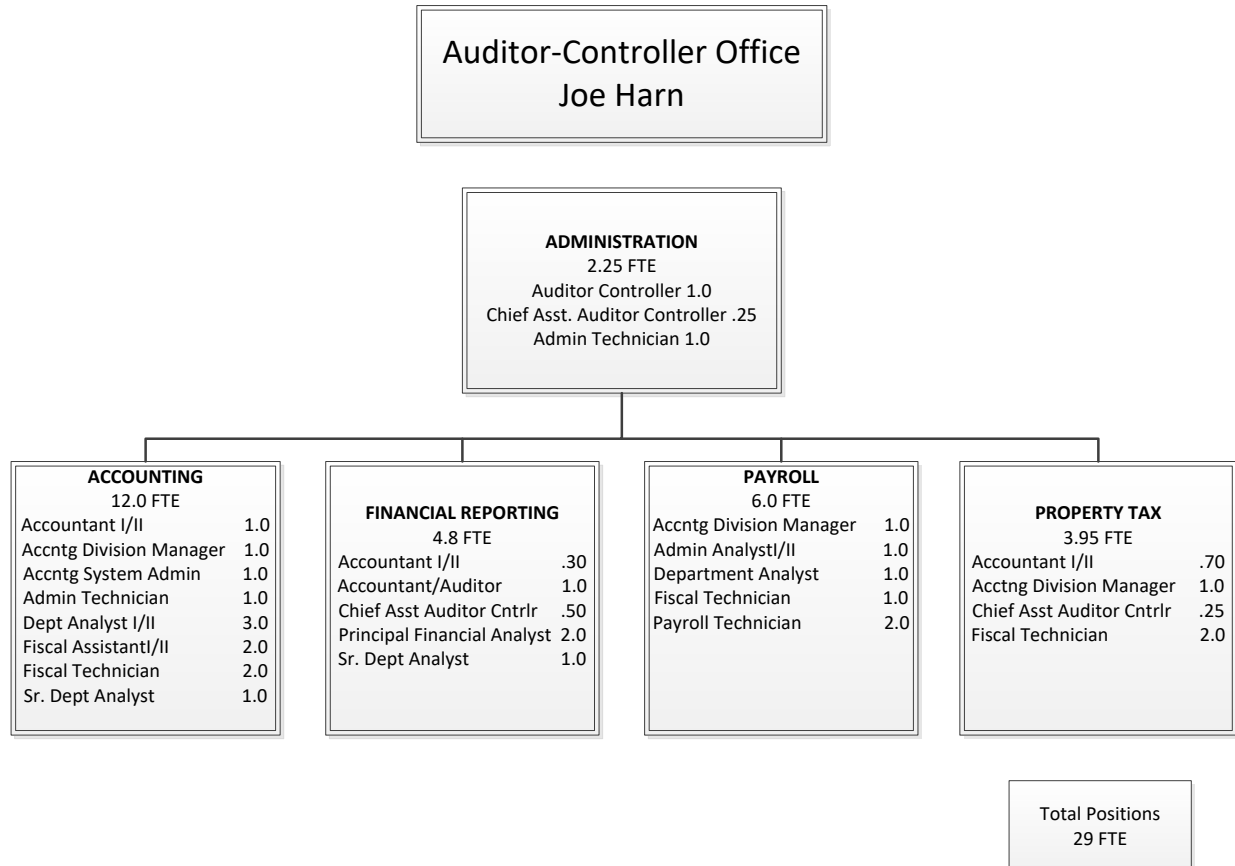
Auditor-Controller

RECOMMENDED BUDGET • FY 2019 - 20

PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 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 Analyst I/II	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	2.00	2.00	2.00	-
Fiscal Technician	5.00	7.00	5.00	-
Payroll Technician	2.00	2.00	2.00	-
Principal Financial Analyst	2.00	2.00	2.00	-
Sr. Department Analyst	2.00	2.00	2.00	-
Department Total	29.00	31.00	29.00	-

ORGANIZATIONAL CHART





Board of Supervisors
RECOMMENDED BUDGET • FY 2019 - 20

MISSION

The Board of Supervisors is the five-member governing body of the County serving a population of approximately 189,000 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 selected 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, Public Housing Authority 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

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	2,140	2,035	2,500	465
Other Fin Sources	53	365	182	(183)
Total Revenue	2,193	2,400	2,682	282
Salaries & Benefits	1,361,911	1,408,938	1,530,286	121,348
Services & Supplies	100,880	107,688	177,474	69,786
Intrafund Transfers	10,675	7,187	37,004	29,817
Total Appropriations	1,473,466	1,523,813	1,744,764	220,951
FUND 1000 GENERAL FUND TOTAL	1,471,273	1,521,413	1,742,082	220,669

MAJOR BUDGET CHANGES

Appropriations

Salaries and Benefits

\$121,348 Increase due primarily to increases in CalPERS retirement costs and the County’s share of cost for health insurance benefits.

Service and Supplies

\$64,823 Increase in General Liability Insurance Premium as provided by the Risk Management Department.

Board of Supervisors

RECOMMENDED BUDGET • FY 2019 - 20

Intra-fund Transfers

\$23,532 Increase reflecting Central Fiscal administrative service charges, which will be included in department budgets beginning in FY 2019-20.

\$7,140 Increase in IT Program Support for modifications and upgrades to Granicus programs that provide live web streaming and on demand access to the Board of Supervisors meetings.

PROGRAM SUMMARIES

Board of Supervisors

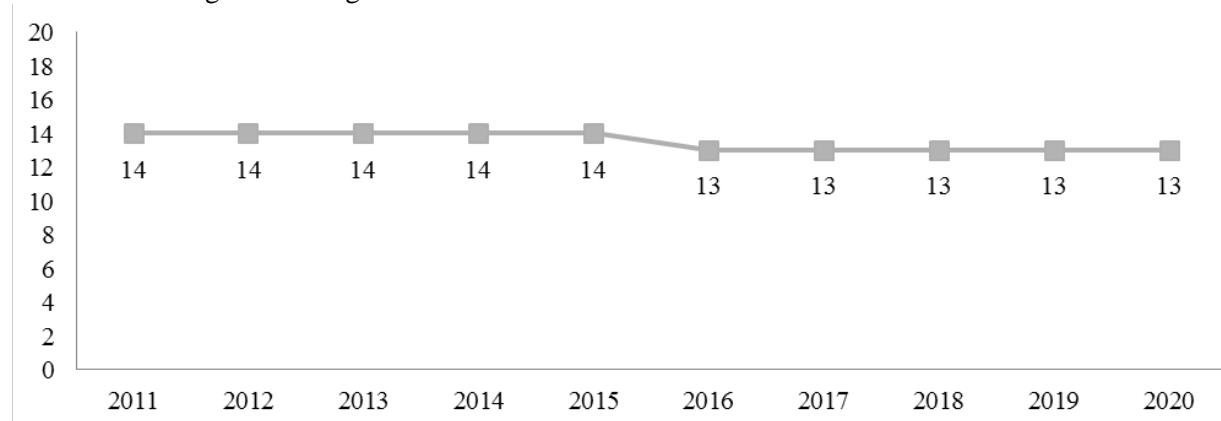
The Board of Supervisors Department is comprised of five (5) Members of the Board of Supervisors each elected from each of the five supervisorial districts; five (5) appointed Supervisor's Assistant positions, one for each Supervisor, and three (3) staff in the office of the Clerk of the Board.

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.

STAFFING TREND

There is no change in staffing recommended for FY 2019-20.



Board of Supervisors
RECOMMENDED BUDGET • FY 2019 - 20

RECOMMENDED BUDGET

This Budget is recommended at \$1,744,764, which is an increase of \$220,951 (14%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 99.8% of the funding for the Department, and is increased by \$220,669 (14.5%) when compared to the FY 2018-19 Adopted Budget.

This represents a status quo budget, as no services are increasing, and the changes in costs are associated with benefits costs and increased insurance costs.

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.

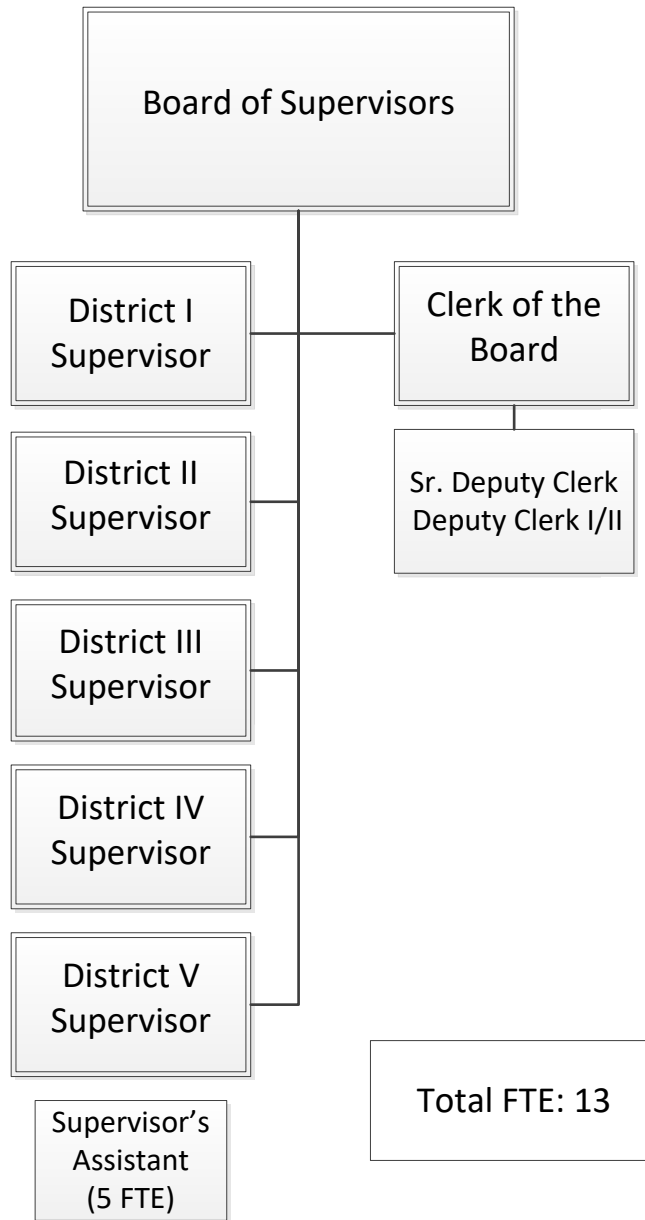
PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 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	-
Department Total	13.00	13.00	13.00	-

Board of Supervisors

RECOMMENDED BUDGET • FY 2019 - 20

ORGANIZATIONAL CHART



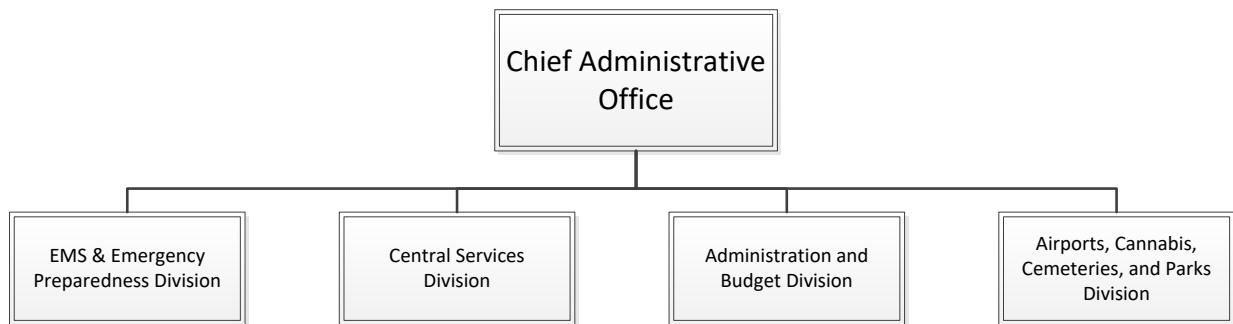
MISSION

The mission of the Chief Administrative Office (CAO) is to ensure the sound and effective management of overall County government, pursuant to the Board of Supervisors’ policy and direction. The Chief Administrative Office is responsible for the proper and efficient administration of the affairs of the County as prescribed in the County Charter, state law, and by formal action of the Board. The CAO’s office is responsible for coordinating the work of all offices and departments, identifying ways to achieve efficiency and economy in all county operations.

In addition to the responsibility for overall County administration, the Chief Administrative Office oversees the Emergency Medical Services (EMS) and Preparedness, Airports, Cannabis, Cemeteries, and Parks functions of the County and maintains a Central Services Division to provide services to the divisions of the Department and other County departments through two centralized fiscal units, countywide Procurement and Contracts, mail and stores, and centralized Facilities services.

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

ORGANIZATIONAL CHART





Chief Administrative Office - Administration & Budget

RECOMMENDED BUDGET • FY 2019 - 20

MISSION

The mission of the Chief Administrative Office – Administration and Budget Division 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.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - Federal	7,859	50,000	0	(50,000)
Service Charges	0	0	81,419	81,419
Miscellaneous Rev	43,986	0	0	0
Other Fin Sources	0	1,000	1,000	0
Total Revenue	51,845	51,000	82,419	31,419
Salaries & Benefits	1,769,808	1,792,980	1,984,868	191,888
Services & Supplies	1,116,083	1,702,711	268,932	(1,433,779)
Other Charges	4,748	25,207	0	(25,207)
Intrafund Transfers	233,777	24,716	59,790	35,074
Intrafund Abatement	(209,719)	0	(41,524)	(41,524)
Total Appropriations	2,914,696	3,545,614	2,272,066	(1,273,548)
FUND 1000 GENERAL FUND TOTAL	2,862,851	3,494,614	2,189,647	(1,304,967)

MAJOR BUDGET CHANGES

Revenue

(\$50,000) Decrease in Federal grant revenue due to the transfer of the Economic Development Division from the Chief Administrative Office to the Planning and Building Department.

\$81,419 Increase in Interfund charges for the anticipated reimbursable time of the Deputy Chief Administrative Officer spent on Emergency Medical Services and Preparedness activities.

Appropriations

\$191,888 Overall increase in Salaries and Benefits reflecting the reassignment of a Deputy Chief Administrative Officer to develop and administer the Cannabis Program (continuing to oversee Parks, Cemeteries, and Airports) and the related position back-fill to cover CAO Administration and Budget assignments (approved during FY 2018-19); combined with the annual increase in CalPERS Retirement and Health Insurance costs.

(\$1,433,779) Overall decrease in Services and Supplies due primarily to the transfer of the Economic Development Division to the Planning and Building Department; partially offset by an increase (\$51,026) in Liability Insurance Premium charges as provided by the Risk Management Department.

Chief Administrative Office – Administration & Budget

RECOMMENDED BUDGET • FY 2019 - 20

(\$25,207) Decrease in Contributions to Non-County Governmental Agencies as part of the transfer of Economic Development Division to the Planning and Building Department.

Intra-fund Transfers

\$35,074 Increase reflecting Central Fiscal administrative service charges, which will be included in department budgets beginning in FY 2019-20.

Intra-fund Abatements

(\$41,524) Increase in revenue, shown as a negative in expenses, for the anticipated reimbursable time of Chief Administrative Office staff spent on Economic Development activities.

PROGRAM SUMMARIES

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.

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 and across County departments.

Chief Administrative Office - Administration & Budget

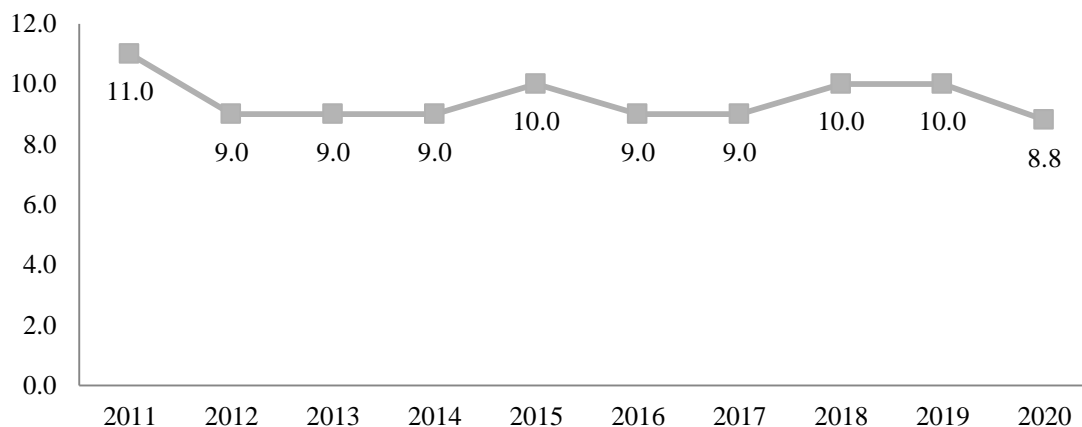
RECOMMENDED BUDGET • FY 2019 - 20

STAFFING TREND

Changes in staffing for the Administration and Budget Division have fluctuated slightly over the past years reflecting changing roles and responsibilities of the Chief Administrative Office. In FY 2011-12 a centralized fiscal and administrative group was formed within the Chief Administrative Office. These staff are reflected in the Chief Administrative Office – Central Services Division staffing trend.

During the FY 2017-18, there were several add/deletes resulting in a change in the structure of the Chief Administrative Office, including addition of the Economic Development program, resulting in the addition of one net FTE, and the assignment of one Deputy Chief Administrative Officer to Central Support Services (now the Central Services Division). In January 2019, the Economic Development program transferred to the Planning and Building Department, which deleted 1.0 FTE Principal Management Analyst and Administrative Assistant from the Chief Administrative Office (-2.0 FTEs).

The FY 2019-20 allocation reflects the addition of several programs. The Airports, Cannabis, Cemeteries, and Parks programs are organized under the leadership of one Deputy CAO. The Emergency Medical Services and Preparedness functions are under the leadership of another Deputy CAO. The FY 2019-20 Recommended Budget reflects a total of 8.8 FTEs, all located on the West Slope.



RECOMMENDED BUDGET

The budget for the Administration and Budget Division is recommended at \$2,272,066, which is a decrease of \$1,273,548 (36%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 96.4% of the funding for the division, and is decreased by \$1,304,967 (37.3%) when compared to the FY 2018-19 Adopted Budget. This budget variance reflects the transfer of the Economic Development Division from the Chief Administrative Office to the Planning and Building Department.

A net increase of \$31,419 (62%) in revenue is attributed to \$81,419 in Interfund Service Charges for the anticipated reimbursable time of the Deputy Chief Administrative Officer spent on Emergency Medical Services and Preparedness activities. Federal revenue, related to a prior year federal grant for Broadband planning, has decreased by \$50,000 in the Recommended Budget as Economic Development projects are now allocated in the Planning and Building Department.

Chief Administrative Office – Administration & Budget

RECOMMENDED BUDGET • FY 2019 - 20

Salaries are recommended at \$1,288,606, a net increase of \$53,804 (4%), primarily related to staffing reorganizations that occurred during FY 2018-19. This included the reassignment of a Deputy Chief Administrative Officer to the Cannabis program, who continues to oversee Parks, Cemeteries, and Airports. This reassignment required the addition of a Principal Analyst to back-fill the regular Chief Administrative Office administration and budget duties. The addition of one Administrative Technician was partially offset by the transfer of Economic Development Manager and Administrative Assistant positions to the Planning and Building Department as part of the transfer of the Economic Development Division. A net increase of \$43,084 in related benefits costs is primarily due to increased CalPERS retirement costs and the department’s portion of health insurance.

Services and Supplies are recommended at \$289,932, a net decrease of \$1,433,779 (84%) from the FY 2018-19 Adopted Budget. This decrease can be attributed to the transfer of the Economic Development Division out of the Chief Administrative Office. The Recommended Budget includes a \$51,026 increase in General Liability Insurance Premium, as provided by the Risk Management Department.

Intra-fund Transfers increased \$35,074 (142%) when compared to FY 2018-19 Adopted Budget. This increase is due to Central Fiscal administrative charges which will now be reflected in department budgets.

The Recommended Budget includes \$41,524 in Intra-fund abatements. This allocation was added to the budget to reflect the reimbursable time of Chief Administrative Office staff on Economic Development activities anticipated to occur in FY 2019-20. This revenue is reimbursed by the programs associated with the activities.

Sources & Uses of Funds

The budget for the Administration and Budget Division is primarily funded with discretionary General Fund revenue, with partial cost recovery in subsequent years through the A-87 Cost Allocation Plan (reflected in the General Fund – General Revenues and Other Operations budget).

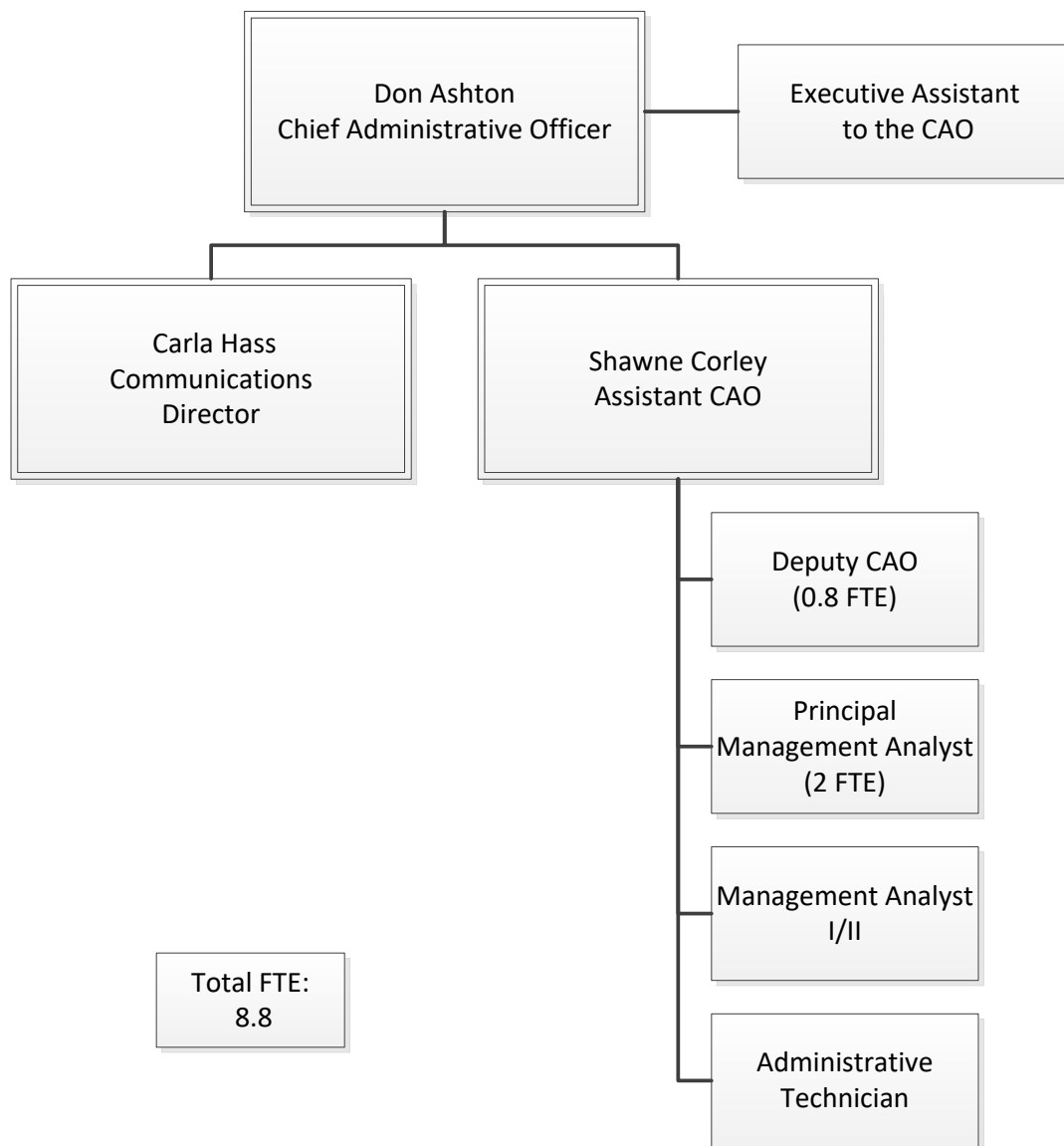
PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Chief Administrative Officer	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Assistant Chief Administrative Officer	1.00	1.00	1.00	-
Communications & Outreach Manager	1.00	1.00	1.00	-
Deputy Chief Administrative Officer	2.00	0.80	0.80	(1.20)
Executive Assistant to the Chief Administrative Officer	1.00	1.00	1.00	-
Management Analyst I/II	1.00	1.00	1.00	-
Principal Management Analyst	2.00	2.00	2.00	-
Department Total	10.00	8.80	8.80	(1.20)

Chief Administrative Office - Administration & Budget

RECOMMENDED BUDGET • FY 2019 - 20

ORGANIZATIONAL CHART





Chief Administrative Office–Airports, Cannabis, Cemeteries & Parks
RECOMMENDED BUDGET • FY 2019 - 20

MISSION

In addition to the responsibility for overall County administration, the Chief Administrative Office oversees Airports, Cannabis, Cemeteries and Parks. The mission of the Chief Administrative Office – Airports, Cannabis, Cemeteries, and Parks Division is to provide responsible management of airport facilities, administer a responsible cannabis program, facilitate maintenance of County cemeteries, and improve and maintain the County’s recreational opportunities.

DIVISION BUDGET SUMMARY

Airports, Cemeteries and Parks

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	0	0	0	0
IG Rev - State	610,417	281,345	318,649	37,304
IG Rev - Federal	17,419	68,573	620,448	551,875
Service Charges	2,850	27,805	29,905	2,100
Miscellaneous Rev	5,300	33,950	20,350	(13,600)
Other Fin Sources	332,727	500,308	482,507	(17,801)
Total Revenue	968,713	911,981	1,471,859	559,878
Salaries & Benefits	616,600	694,855	764,593	69,738
Services & Supplies	598,504	438,238	484,030	45,792
Other Charges	52,886	95,876	687,740	591,864
Fixed Assets	6,131	0	0	0
Other Fin Uses	0	74,125	0	(74,125)
Intrafund Transfers	48,065	117,601	85,850	(31,751)
Intrafund Abatement	0	0	0	0
Total Appropriations	1,322,185	1,420,695	2,022,213	601,518
FUND 1000 GENERAL FUND TOTAL	353,473	508,714	550,354	41,640

Special Aviation

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	123	30	30	0
IG Rev - State	20,000	20,000	20,000	0
Total Revenue	20,123	20,030	20,030	0
Other Fin Uses	20,000	20,030	20,030	0
Total Appropriations	20,000	20,030	20,030	0
FUND 1105 SPECIAL AVIATION TOTAL	(123)	0	0	0

Chief Administrative Office–Airports, Cannabis, Cemeteries & Parks
RECOMMENDED BUDGET • FY 2019 - 20

Airports

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	259,976	255,789	289,373	33,584
IG Rev - State	(15,819)	2,251	27,897	25,646
IG Rev - Federal	43,201	740,128	758,614	18,486
Miscellaneous Rev	359,629	413,451	465,003	51,552
Other Fin Sources	96,651	183,142	180,270	(2,872)
Residual Equity	90,076	0	0	0
Fund Balance	0	291,271	342,131	50,860
Total Revenue	833,714	1,886,032	2,063,288	177,256
Salaries & Benefits	153,843	188,926	335,670	146,744
Services & Supplies	429,251	547,363	556,339	8,976
Other Charges	320,376	392,878	369,382	(23,496)
Fixed Assets	14,904	756,865	801,897	45,032
Cap Fixed Assets	(19,246)	(787,365)	(801,897)	(14,532)
Residual Equity Xfer	90,076	0	0	0
Intrafund Transfers	186,528	233,500	387,745	154,245
Intrafund Abatement	(186,528)	(233,500)	(387,745)	(154,245)
Reserves Budgetary	0	787,365	801,897	14,532
Total Appropriations	989,204	1,886,032	2,063,288	177,256
FUND 5114 AIRPORTS TOTAL	155,490	0	0	0

Placerville Union Cemetery

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	375	0	0	0
Service Charges	10,255	0	0	0
Miscellaneous Rev	12,250	0	0	0
Total Revenue	22,880	0	0	0
Services & Supplies	28,904	0	0	0
Total Appropriations	28,904	0	0	0
FUND 1119 PLACERVILLE UNION CEMETERY TOTAL	6,024	0	0	0

MAJOR BUDGET CHANGES

Revenue

\$551,875 Increase in one-time Parks Federal Emergency Management Agency (FEMA) funding for storm-related maintenance and repairs to parks.

\$33,584 Increase in fee revenues for both Placerville and Georgetown airports, including hangar, tie down, and temporary use fees, due to anticipated increases in fees based on the 2016 fee study.

Chief Administrative Office–Airports, Cannabis, Cemeteries & Parks

RECOMMENDED BUDGET • FY 2019 - 20

Appropriations

(\$14,310)	Decrease in Parks salary and Benefit costs due to a change in assignment of a 0.5 FTE Office Assistant from Parks to Central Fiscal.
\$39,677	Increase in Parks Professional and Specialized Services due to the continuation of the Bike Park feasibility analysis and a new feasibility study for a White Water Park.
\$595,864	Increase in Other Charges in Parks due to DOT charges for FEMA projects at the SPTC and Henningsen Lotus Park, as well as Rubicon projects
(\$36,598)	Decrease in Parks Intrafund transfer costs due to reduced charges for Central Fiscal and Facilities.
\$84,048	Increase in Cemetery salary and benefits due to budgeting operations staff directly in the Cemetery budget, rather than in Community Development Finance, according to the anticipated time spent working in the program.
\$146,744	Increase in Airports salary and benefits due to budgeting operations staff directly in the Airports budget, rather than in Community Development Finance, according to the anticipated time spent working in the program.
(\$154,245)	Increase in intrafund abatement (shown as a negative expenditure) for Airports due to an increase in the amount transferred from the Georgetown and Placerville Airport Special Revenue Funds (\$80,909 and \$306,836, respectively).

PROGRAM SUMMARIES

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 Accumulative Capital Outlay / General Fund Contribution are received to fund the capital improvement projects.

The Special Aviation fund 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.

Cannabis

A Deputy Chief Administrative Officer is coordinating the commercial cannabis policy and the creation of a commercial cannabis application and permitting program following the passage of measures N, P, Q, R, and S by the El Dorado County voters. This includes working with different County departments, State departments/agencies and local stakeholders.

Chief Administrative Office–Airports, Cannabis, Cemeteries & Parks

RECOMMENDED BUDGET • FY 2019 - 20

Cemetery Operations

Staff in the Cemetery Operations provide for the administration and maintenance of the County cemeteries. Cemetery Operations receives funding from charges for burial services. Cemetery Operations was combined with the Placerville Union Cemetery for FY 2018-19. This special revenue fund provides for the operation and maintenance of the Placerville Union Cemetery. This program also provides for the activities the Georgetown Cemetery Zone which provides cemetery services.

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, SPTC corridor, and the Rubicon Trail. 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 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.

BUDGET SUMMARY BY PROGRAM

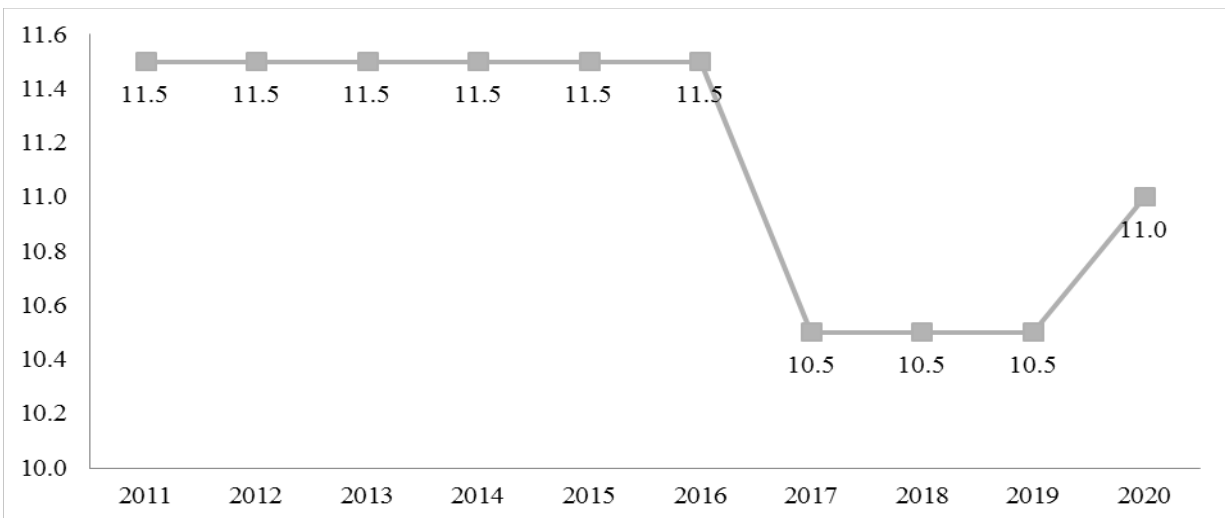
	Appropriations	Revenues	Net County Cost	Staffing
Parks & Trails	\$ 1,721,690	\$ 1,421,604	\$ 300,086	4.3
Henningsen Lotus Park SRF (1206)	\$ 223,407	\$ 223,407	\$ -	
State: Off-Highway Vehicles (1206)	\$ 542,740	\$ 542,740	\$ -	
River Use Permits (1206)	\$ 485,873	\$ 485,873	\$ -	
Cemetery	\$ 300,523	\$ 50,255	\$ 250,268	3.3
Special Aviation (1105)	\$ 20,030	\$ 20,030	\$ -	
Placerville Union Cemetery (1119)	\$ -	\$ 285,625	\$ (285,625)	
Georgetown Cemetery Zone 3 (1359)	\$ 98,859	\$ 98,859	\$ -	
Airports - Administration (5114)	\$ -	\$ -	\$ -	3.3
Airports - Placerville (5114)	\$ 1,764,830	\$ 1,764,830	\$ -	
Airports - Georgetown (5114)	\$ 298,458	\$ 298,458	\$ -	
Total	\$ 5,456,410	\$ 5,191,681	\$ 264,729	11

This Budget Summary by Program Table includes detail on Special Revenue Funds that are not included in the Department Budget Summary. These Special Revenue Funds are restricted or committed to expenditure for specified purposes, and are expended by the Department. For more information on these funds see the Special Revenue Funds tab of the Recommended Budget.

Chief Administrative Office–Airports, Cannabis, Cemeteries & Parks RECOMMENDED BUDGET • FY 2019 - 20

STAFFING TREND

Changes in staffing for the Airports, Cannabis, Cemeteries and Parks units reflect several organizational changes throughout the past ten years, though there have been few changes to the total number of FTEs. Parks has consistently been allocated 4.5 FTEs; however, it is recommended that 0.5 Office Assistant position previously allocated to Parks be transferred to Central Services. Prior to 2017, three employees were located on-site at the airports. Beginning FY 2017-18, one FTE was deleted, leaving one Airport Operations Supervisor and one Airport Technician. In the past, the two airport positions and the cemetery position were supervised by Community Development Agency Administration and Finance Division staff but budgeted in Transportation. With the new finance software, the positions are now budgeted in the Airports, Cannabis, Cemeteries, and Parks Division. The staffing trend also reflects the addition of one Deputy Chief Administrative Officer, who provides leadership to the division, offset by a reduction shown in the Chief Administrative Office – Administration and Budget Division. The total for this division for FY 2019-10 is 11.0 FTEs.



RECOMMENDED BUDGET

The Airports, Cannabis, Cemeteries, and Parks Division budget represents a new grouping of programs under the direction of a Deputy Chief Administrative Officer. The total budget for this Division is \$2,022,213, which is an increase of \$601,518 (42%) compared to the FY 2018-19 total for these programs. Revenues total \$1,471,859 for this budget, an increase of \$559,878 or 61.4% compared to FY 2018-19. The total General Fund Contribution of \$550,345 represents an increase of \$41,640 compared to the prior year (8.2%). 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. Individual programs, detailed below, reflect several changes from the FY 2018-19 Budget.

Airports

The Airports budget is recommended at \$2,065,318, which is an increase of \$155,263 (8.13%) when compared to the FY 2018-19 Adopted Budget. The budget for Airports is provided by several enterprise and special revenue funds. The Administration fund is recommended at \$0 with \$0 General fund contribution due to intrafund abatements (shown as negative appropriations) that account for all costs.

Chief Administrative Office–Airports, Cannabis, Cemeteries & Parks

RECOMMENDED BUDGET • FY 2019 - 20

Cemeteries

The Cemeteries budget is recommended at \$300,523, which is an increase of \$86,046 (40%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 83% of the funding for the program, and has increased by \$97,546 (63%) when compared to the FY 2018-19 Adopted Budget. The increase is due primarily to salary and benefits costs being budgeted directly in the Cemetery budget, rather than in Community Development Finance, according to prior year actuals and the anticipated time spent working in this program.

Parks & Trails, River Management, and Rubicon

The Parks budget totals \$1,721,690, reflecting an overall decrease of \$55,906 (-15.7%) compared to the FY 2018-19 budget and a decrease in General Fund contributions of \$55,906. The budget reflects a 67.2% increase in revenue, in large part due to Federal Emergency Management Agency (FEMA) funding for repair projects at the Placerville Sacramento Valley Railroad in the Latrobe area and streambank repairs along the American River at Henningsen Lotus Park. These funds are to be transferred to Transportation for their work on these projects. Services and Supplies for the overall parks budget is increasing primarily due to added Professional and Specialized Services funding for the continuation of the Bike Park feasibility analysis, which is funded by the General Fund, and a feasibility study for a white water park funded by river use fees. The Rubicon and River Management programs continue to receive 100% of their program funding from non-general fund sources. Salaries and Benefits costs are decreasing slightly due to the reassignment of a part time Office Assistant from Parks to the Central Fiscal Unit. Facilities and Central Fiscal unit services for parks are also increasing by \$36,598 based on annual actuals. Additionally, the Parks budget reflects \$20,000 in appropriations for the contribution to the City of Placerville for their pool maintenance, as directed by the Board of Supervisors in prior years.

CAO Adjustments

Slight adjustments were made by the Chief Administrative office for charges and revenue transfers from other departments. These changes were completed with the assistance of Central Services and the Division. Additional funding for extra help and overtime requested in all General Fund departments, including for Cemetery Operations, is not recommended. The budget reflects adjustments downward to the amount budgeted for FY 2018-19.

Sources & Uses of Funds

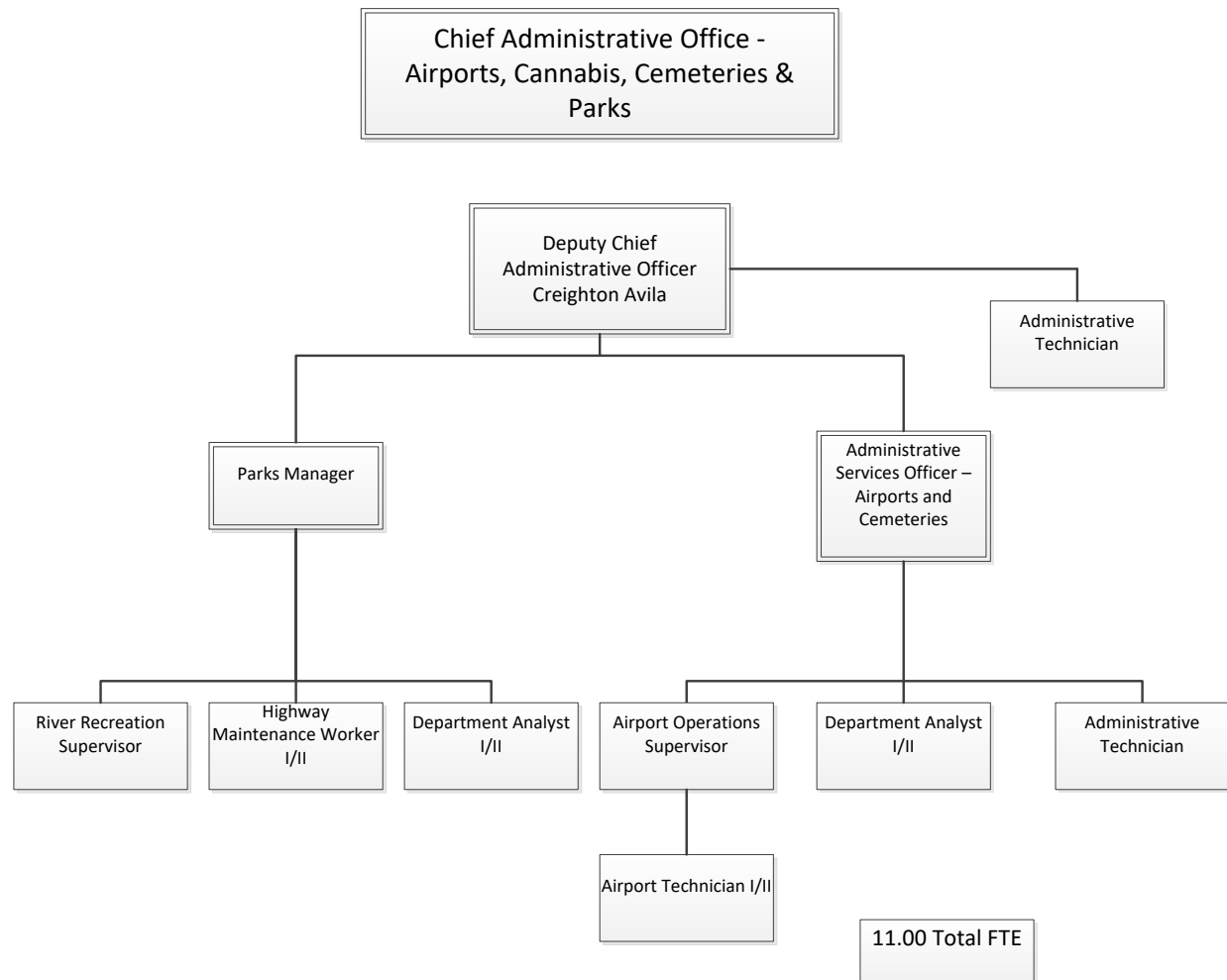
Revenue for this division is sources from several special revenue funds, state and federal grant funding, user fees, loans, and from overhead allocations charged via Interfund transfers to all offices and departments served. Parks and Trails funds come from a variety of sources including donations, Off-Highway Vehicle fees, state and federal grant funding, user fees, and the General Fund. The Cemetery and Airports also rely on a combination of user fee revenue and General Fund contributions. Lastly, the division receives some pass-through funds for Special Districts and Zone of Benefit.

Chief Administrative Office–Airports, Cannabis, Cemeteries & Parks
 RECOMMENDED BUDGET • FY 2019 - 20

PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Deputy Chief Administrative Officer	0.00	1.00	1.00	1.00
Administrative Services Officer	1.00	1.00	1.00	-
Administrative Technician	2.00	2.00	2.00	-
Airport Operations Supervisor	1.00	1.00	1.00	-
Airport Technician I/II	1.00	1.00	1.00	-
Department Analyst I/II	2.00	2.00	2.00	-
Highway Maintenance Worker I/II	1.00	1.00	1.00	-
Parks Manager	1.00	1.00	1.00	-
River Recreation Supervisor	1.00	1.00	1.00	-
Department Total	10.00	11.00	11.00	1.00

ORGANIZATIONAL CHART





Chief Administrative Office – Central Services

RECOMMENDED BUDGET • FY 2019 - 20

MISSION

In addition to the responsibility for overall County administration, the Chief Administrative Office oversees the Procurement and Contracts, Facilities, and two centralized fiscal units, the Central Fiscal unit, and the Community Development Finance unit, as part of the Central Services Division. The mission of the Chief Administrative Office – Central Services Division is to provide a centralized and consistent service model resulting in the highest level of customer service to internal and external customers.

DIVISION BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2,385	10,000	5,000	(5,000)
License, Pmt, Fran	147,337	154,000	154,000	0
IG Rev - State	87,522	69,094	64,094	(5,000)
Service Charges	2,439,160	2,884,818	2,480,513	(404,305)
Miscellaneous Rev	8,189	2,972	2,420	(552)
Other Fin Sources	1,015,625	1,297,000	585,428	(711,572)
Total Revenue	3,700,219	4,417,884	3,291,455	(1,126,429)
Salaries & Benefits	8,953,751	9,380,735	9,093,272	(287,463)
Services & Supplies	3,079,903	3,606,335	3,530,993	(75,342)
Serv/Supply Abate	(324,432)	(415,000)	(427,960)	(12,960)
Other Charges	14,020	15,000	12,000	(3,000)
Fixed Assets	0	20,000	0	(20,000)
Intrafund Transfers	237,549	746,583	885,504	138,921
Intrafund Abatement	(1,679,761)	(1,904,004)	(2,790,412)	(886,408)
Total Appropriations	10,281,030	11,449,649	10,303,397	(1,146,252)
FUND 1000 GENERAL FUND TOTAL	6,580,812	7,031,765	7,011,942	(19,823)

MAJOR BUDGET CHANGES

Revenue

- \$271,970 Increase in Central Fiscal interfund service charges due to the addition of Emergency Medical Services and Preparedness functions, which are served by the Central Fiscal Unit.
- \$34,810 Increase in Facilities service charges for building maintenance and improvements based on work needs throughout the County.
- (\$656,572) Decrease in Facilities operating transfers in from the Accumulative Capital Outlay Fund. Whereas in prior fiscal years staff time was budgeted in Facilities only, with time charged to the ACO fund via transfers, new time keeping software now allows for staff costs to be budgeted according to their work on ACO projects or Facilities projects. This decrease is offset by increases in the ACO budget.

Chief Administrative Office – Central Services

RECOMMENDED BUDGET • FY 2019 - 20

(\$697,652) Decrease in Community Development Finance interfund service charges due primarily to the movement of the former Community Development Agency contracts unit to the Central Procurement and Contracts Unit. It should be noted that this decrease in revenue does not show in the Procurement and Contracts unit as an offset as these charges are now included in the Countywide Cost Allocation plan (A-87) and will be recovered in future years.

Appropriations

\$336,098 Increase in Central Fiscal salary and benefits costs due to the addition of staff for the support of new EMS – Preparedness function.

(\$84,013) Decrease in General Liability insurance costs in Central Fiscal due to the division of CAO Administration and the CAO Central Fiscal Unit.

(\$1,173,878) Increase in intrafund abatement (shown as a negative expenditure) in Central Fiscal due to a change in procedure. Whereas in the past only non-General Fund programs were charged for Central Fiscal services, the division is charging all departments beginning this fiscal year.

\$730,214 Increase in Procurement and Contracts salaries and benefits due to the centralization of these functions. In the past, the Community Development Agency maintained a separate Contracts unit; however, the budget now reflects the combination of this unit with CAO Procurement and Contracts.

(\$321,725) Decrease in Facilities salary and benefit costs due to a change in staffing methodology. Whereas in prior fiscal years all staff were budgeted in Facilities, with time charged to the ACO fund via transfers, new time keeping software now allows for staff costs to be budgeted according to their work on ACO projects or Facilities projects. This decrease is offset by increases in the ACO budget.

\$334,899 Increase in intrafund charges due to a change in methodology for Central Fiscal charges for facilities, which in prior years were included in and charged through the cost plan. Beginning this fiscal year, these costs will be direct charged to departments. The increase in Facilities is offset by a decrease in charges coming in to Central Fiscal.

(\$90,039) Decrease in intrafund abatement charges in Facilities (shown as a negative expenditure) due to an increase in service charges to General Fund departments.

(\$1,045,650) Decrease in salary and benefit costs in Community Development Finance due to the transfer of Contract unit staff to central Procurement and Contracts and the transfer of employees to the Airports and Cemeteries programs. This decrease is partially offset by the addition of two new Administrative Analyst positions.

(\$49,210) Decrease in Community Development Finance services and supplies expense due primarily to the removal of Cemetery and Airports special department expenses from this budget unit and reduced computer equipment needs.

(\$311,065) Decrease in Community Development Finance intrafund transfers due to large reductions in Countywide Cost Allocation (A-87) charges, as well as reduced IT and Surveyor program support as a result of the completion of the TRAKiT implementation. The decrease is offset by the additional charge of the Deputy CAO's support for the unit.

Chief Administrative Office – Central Services

RECOMMENDED BUDGET • FY 2019 - 20

PROGRAM SUMMARIES

Central Fiscal and Administration

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 Departments of Human Resources / Risk Management and Information Technologies, and the offices of the Surveyor, District Attorney, Public Defender, and the Board of Supervisors as well as Court MOE. These services include processing accounts payable/receivable, payroll, journal entries, budgeting, financial reporting and general administration.

In October, 2018, a second finance unit that serves the departments of Transportation, Environmental Management, Building and Planning was moved into this unit.

The Administration and Finance unit provides centralized administration and fiscal services to the Environmental Management Department, the Planning & Building Department, and the Department of Transportation. These services include processing accounts payable/receivable, payroll, journal entries, budgeting, billing and financial reporting. This unit also administers the Zone of Benefit program, coordinates funding for the Department of Transportation's capital projects, and works on special projects.

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

The FY 2019-20 Recommended Budget reflects the centralization of these two units into the Chief Administrative Office under the leadership of a Deputy Chief Administrative Officer.

Procurement and Contracts/Central Stores/Mail-Courier

Procurement and Contracts provides purchasing and contract processing services county-wide. 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.

In October, 2018, the Division merged with the Community Development Services Contracts & Procurement Unit which serves the departments of Transportation, Environmental Management and Building and Planning. This unit prepares contracts for the 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). The FY 2019-20 Recommended Budget reflects the centralization of these two units into the Chief Administrative Office.

Facilities

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

Chief Administrative Office – Central Services

RECOMMENDED BUDGET • FY 2019 - 20

BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Central Fiscal/Admin	\$ 2,609,117	\$ 2,519,671	\$ 89,446	34
Procurement & Contracts	\$ 1,588,289	\$ 26,852	\$ 1,561,437	15
Purchasing	\$ 1,525,758	\$ -	\$ 1,525,758	
Stores	\$ 3,119	\$ 6,982	\$ (3,863)	
Mail	\$ 59,412	\$ 19,870	\$ 39,542	
Facilities	\$ 6,105,991	\$ 744,932	\$ 5,361,059	40.35
Facility Admin	\$ 1,754,380	\$ 430,383	\$ 1,323,997	
Custodial	\$ 847,869	\$ 14,094	\$ 833,775	
Maintenance	\$ 3,040,855	\$ 286,877	\$ 2,753,978	
Grounds	\$ 462,887	\$ 13,578	\$ 449,309	
Public Safety Facility Loan (1206)	\$ 30,000,000	\$ 30,000,000	\$ -	
Criminal Justice Facility Const. (1206)	\$ 150,000	\$ 150,000	\$ -	
Time and Materials Billing (1235)	\$ 1,217,000	\$ 1,217,000	\$ -	
Alt Dispute Resolution (1206)	\$ 285,625	\$ 285,625	\$ -	
SMUD Cooperation Agreement (1206)	\$ 3,986,016	\$ 3,986,016	\$ -	
Vets House (1206)	\$ 45,363	\$ 45,363	\$ -	
Total	\$ 45,987,401	\$ 38,975,459	\$ 7,011,942	89.35

This Budget Summary by Program Table includes detail on Special Revenue Funds that are not included in the Department Budget Summary. These Special Revenue Funds are restricted or committed to expenditure for specified purposes, and are expended by the Department. For more information on these funds see the Special Revenue Funds tab of the Recommended Budget.

STAFFING TREND

Changes in staffing for the Chief Administrative Office reflect the addition of central 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 Chief Administrative Office, adding seven FTEs. Three FTEs were added for facilities functions, which were offset with reductions in administrative and fiscal staff in other 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 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.

Before FY 2016-17, the positions in Community Development Services Administration and Finance Division were counted in the Development Services Division. Beginning in FY 2017-18, the positions were counted in the Administrative and Finance Division of the Community Development Agency, which became the Community Development Services Administration and Finance Division. In FY 2018-19, the Administration and Finance Division increased by 2.0 FTEs due to the movement of two Airport positions, 0.8 of a position due to the movement of cemeteries, and 0.6 of a position due to the movement of Zones of Benefit from the Department of Transportation to the Administration and Finance Division. In 2019, the Ombudsman position (Department Analyst) was transferred from Community Development Finance to the Economic Development Division of the Planning and Building Department.

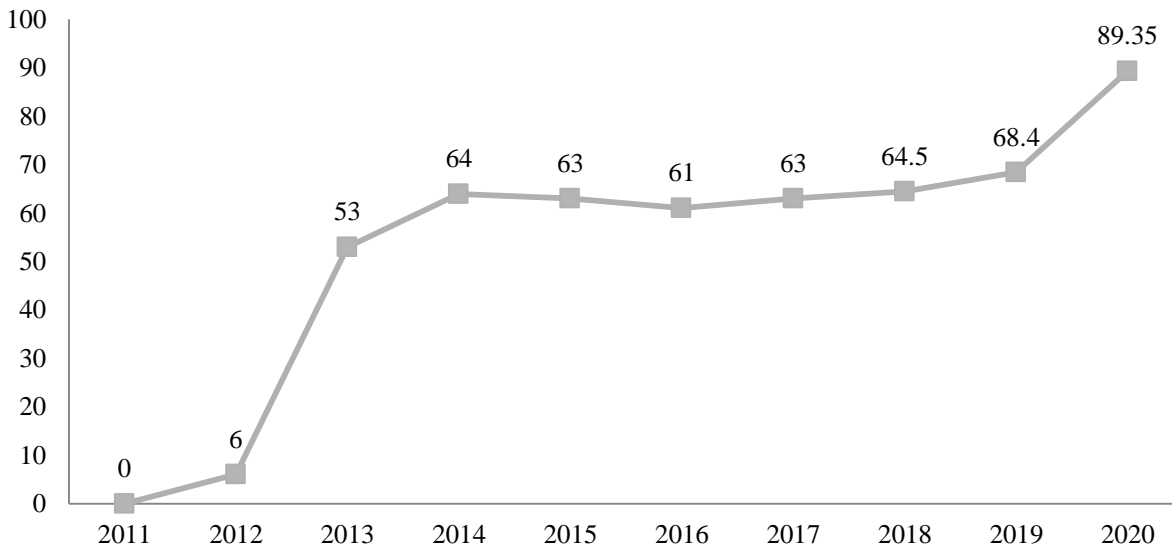
Fiscal Year 2019-20 reflects the combination of the Central Services and CDS Administration and Finance Divisions. Throughout FY 2018-19, several changes occurred which are reflected in the organizational chart and allocation. Due to additional custodial support needed in Tahoe, 0.35 Custodian

Chief Administrative Office – Central Services

RECOMMENDED BUDGET • FY 2019 - 20

FTE was added. The EMS/Preparedness function was transferred to the Chief Administrative Office, resulting in the need for additional support. One Sr. Administrative Analyst, one Administrative Technician, and 0.5 Office Assistant were added to the Central Fiscal unit (2.5 FTEs), offset by the reduction of 2.0 FTE in Health & Human Services-Administration & Finance Department. In addition, one (1.0 FTE) Administrative Services Officer position was deleted and one Administrative Analyst Supervisor position was added to the Procurement and Contracts unit. With the addition of the Airports, Cemeteries, Parks Division, 4 FTEs have been moved to that division and out of Central Services.

The recommended 2019-20 allocation includes the addition of two new Administrative Analyst positions (2.0 FTEs), partially offset by a reduction in Extra Help expenses, and further offset due to changes in budgeting and time accounting practices between this division and the Airports, Cemeteries, and Parks division, resulting in no increase in salary and benefit costs to the Central Services Division. A part-time (0.5 FTE) Office Assistant has been transferred from Parks to Central Fiscal. The total allocation for the Central Services Division is recommended at 89.35 FTEs.



RECOMMENDED BUDGET

The Central Services Division budget reflects an overall budget of \$10,303,397, which is a decrease of \$1,126,429 (-9.8%) when compared with the FY 2018-19 Adopted Budget. The General Fund provides \$7,011,942 for this Division, and decreased by \$19,823 (-0.3%) when compared to the FY 2018-19 Budget. The decrease is mostly due to changes in the staff allocation for these programs, including budgeting Facilities staff time in the Accumulative Capital Outlay fund, the reduced charges from the Countywide Cost Allocation plan (A-87), and a new methodology wherein General Fund departments are charged for fiscal staff time.

The budget reflects the addition of several programs, including the second finance unit (formerly the CDA Finance unit), and the centralization of the Procurement and Contracts Unit. Airports, Cemeteries, and Parks have also been reorganized and are now included in a separate CAO Division.

Central Fiscal and Admin

While the FY 2019-20 budget includes the centralization of the two Fiscal and Administrative units, the budgets were still entered separately with distinct department numbers. The two units will be combined into one centralized department number with the FY 2020-21 budget. For purposes of this narrative, the two units will be discussed separately.

Chief Administrative Office – Central Services

RECOMMENDED BUDGET • FY 2019 - 20

The total budget for Fiscal unit serving the CAO, HR, Risk, IT, Surveyor, District Attorney, Public Defender, BOS, Courts and EMS is \$468,114, a decrease of \$918,060 or (66%) compared to FY 2018-19, resulting in a total General Fund cost of \$46,441. This decrease is largely the result of interfund charges and intrafund abatement charges to other departments served by this unit. Changes in the personnel allocation that were made in 2019 are also reflected in these budget changes, including the addition of staff (2.5 FTEs) to support the transfer of the EMS / Preparedness functions to the Chief Administrative Office. Due to the reassignment of a part time Office Assistant from Parks to the Central Fiscal Unit, this unit also reflects an additional 0.5 FTEs.

The total budget for the Fiscal unit serving the Departments of Transportation, Environmental Management, Building and Planning and Airports and Cemeteries is recommended at \$2,140,973, a \$1,061,882 reduction from the FY 2018-19 budget. The General Fund contribution for this unit equals \$43,005, or 2% of the total budget, not including transfers from other departments. This decrease is due to the movement of the former Community Development Agency contracts unit to the Central Procurement and Contracts Unit, as well as the removal of Cemetery and Airports from this budget unit. Staffing changes are recommended for this unit in order to add permanent staff in lieu of temporary employee funding for extra help positions. The budget includes funding for two additional Administrative Analyst positions and the deletion of a Senior Administrative Analyst position as well as the addition of a Sr. Accountant and the deletion of a Supervising Accountant Auditor, resulting in savings to fund the two additional Administrative Analysts..

Procurement and Contracts

The budget for the Procurement and Contracts Unit totals \$1,525,758, an increase of \$864,672 or 131% compared to the FY 2018-19 budget. There are no transfers from other departments included in the budget this year, and the General Fund provides 100% of the funding. Previously, the Community Development Agency maintained a separate Contracts unit; however, the budget now reflects the combination of this unit with CAO Procurement and Contracts. In addition, charges to other divisions and departments are not reflected in the budget since Procurement and Contracts charges are being included in the Countywide Cost Allocation plan (A-87). The revenues and intrafund abatement transfers will be recovered in future years.

Facilities

The Facilities Division budget totals \$6,105,991, a total decrease of \$63,614 (-1%). Due to staff time being budgeted in the Accumulative Capital Outlay (ACO) Fund, operating transfers in have decreased by \$656,572, resulting in an overall decrease in revenue of \$631,762. This decrease is offset in the net total General Fund cost by a decrease in salary and benefit costs (\$321,725). There is also a large increase (\$334,899) in intrafund transfers due to a change in methodology for accounting for Central Fiscal expenses. In previous fiscal years, fiscal support costs for the Facilities Unit were retained in Central Fiscal and included in the cost plan. Beginning with the 2019-20 fiscal year, these costs are fully-allocated to all departments, divisions, and units served. Revenues in this unit have increased by \$34,810 for building maintenance and improvements based on work needs throughout the County, and intrafund abatement charges (shown as a negative appropriation) have decreased by \$90,039 due to an increase in service charges to departments.

Chief Administrative Office – Central Services

RECOMMENDED BUDGET • FY 2019 - 20

CAO Adjustments

Slight adjustments were made by the Chief Administrative Office for charges and revenue transfers from other departments. These changes were completed with the assistance of the Central Services Division.

A Chief Administrative Office adjustment was made to charges and revenue transfers from other departments. These changes were completed with the assistance of Central Fiscal and Admin. Other adjustments to the budget include modifications to transfer amounts and staffing for the transfer of the EMS and Preparedness programs to the Chief Administrative Office, which is supported by Central Fiscal.

Sources & Uses of Funds

Revenue for this division is sources from several special revenue funds, state and federal grant funding, user fees, loans, and from overhead allocations charged via interfund transfers to all offices and departments served. Central Fiscal funds are transferred from all divisions of the Chief Administrative Office, and from the Departments of Human Resources / Risk Management and Information Technologies, and the offices of the Surveyor, District Attorney, Public Defender, Board of Supervisors s Court MOE, Transportation, Environmental Management, Building and Planning, Special Districts, Fleet Management, and Airports. All of these costs are funded from State, Federal, realignment, fees, and General Fund (with a large majority of the cost funds coming from non-General Fund sources).

Procurement and Contracts, which includes the mail and stores programs, received funding from the General Fund, although costs will be included in the Countywide Cost Allocation (A-87 Cost Plan) in future years. Facilities funding is provided through a combination of charges to departments served and the Accumulative Capital Outlay fund, as well as the USDA Public Safety Facility Loan. Funding from SMUD, provided to the County as part of an agreement to mitigate the impacts of the Upper American River Project, also provides discretionary funding that is often used for transportation or facilities projects. Lastly, the division receives some pass-through funds for Special Districts and Zone of Benefit.

Chief Administrative Office – Central Services

RECOMMENDED BUDGET • FY 2019 - 20

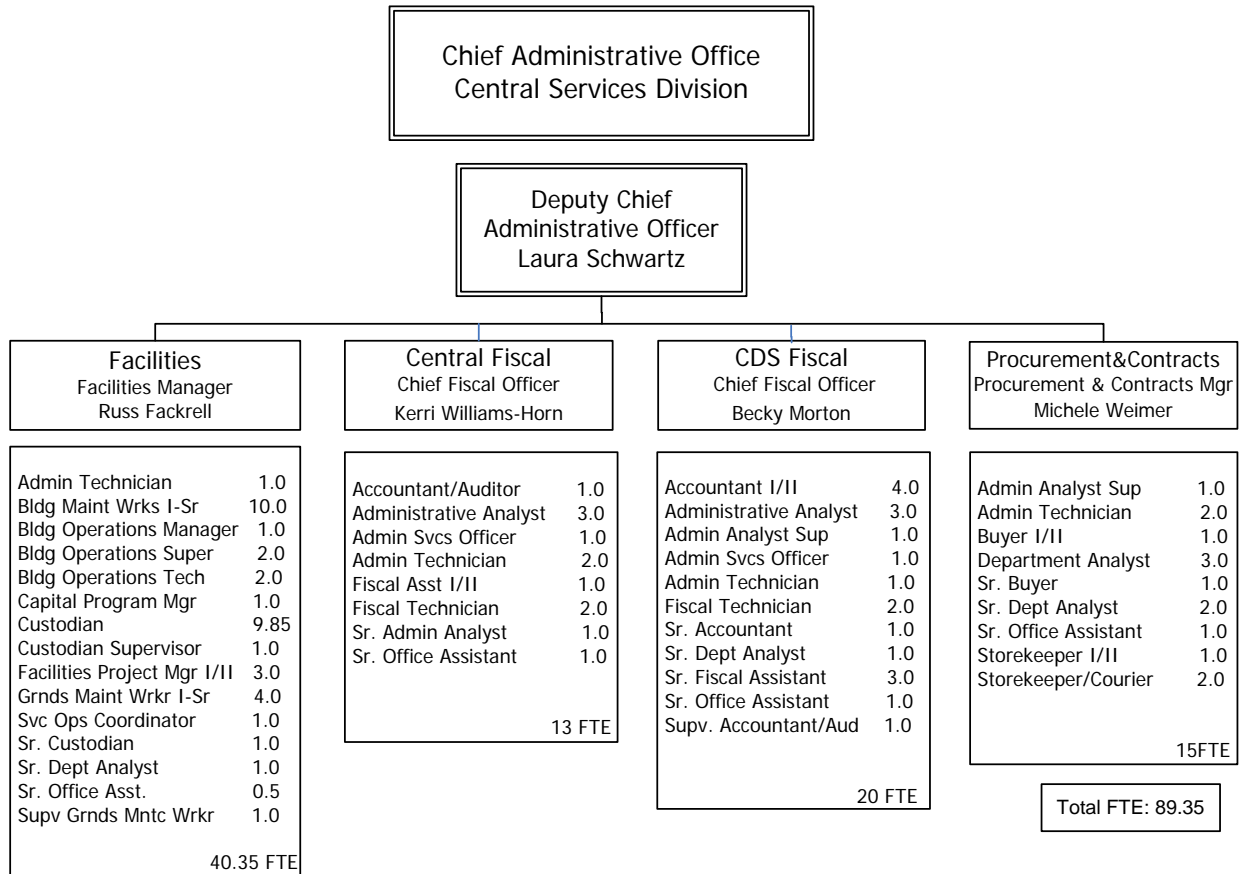
PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
<i>Central Services</i>				
Deputy Chief Administrative Officer	1.00	1.00	1.00	-
Accountant/Auditor	1.00	1.00	1.00	-
Accountant I/II	4.00	4.00	4.00	
Administrative Analyst I/II	2.00	6.00	6.00	4.00
Administrative Analyst Supervisor	2.00	2.00	2.00	-
Administrative Services Officer	2.00	2.00	2.00	-
Administrative Technician	5.00	6.00	6.00	1.00
Building Maintenance Worker I/II/Sr	9.00	10.00	10.00	1.00
Building Maintenance Worker I/II/Sr-Limited Term	1.00	0.00	0.00	(1.00)
Building Operations Manager	1.00	1.00	1.00	-
Building Operations Supervisor	2.00	2.00	2.00	-
Building Operations Technician	2.00	2.00	2.00	-
Buyer I/II	1.00	1.00	1.00	-
Capital Programs Manager	1.00	1.00	1.00	-
Chief Fiscal Officer	1.00	1.00	1.00	-
Chief Fiscal Officer - UM	1.00	1.00	1.00	-
Custodian	9.85	9.85	9.85	-
Custodial Supervisor	1.00	1.00	1.00	-
Department Analyst I/II	5.00	3.00	3.00	(2.00)
Facilities Manager	1.00	1.00	1.00	-
Facilities Project Manager I/II	4.00	3.00	3.00	(1.00)
Fiscal Assistant I/II	1.00	1.00	1.00	-
Fiscal Technician	4.00	4.00	4.00	-
Grounds Maintenance Worker I/II	4.00	4.00	4.00	-
Procurement & Contracts Manager	1.00	1.00	1.00	-
Service Operations Coordinator	1.00	1.00	1.00	-
Sr. Accountant	0.00	1.00	1.00	1.00
Sr. Administrative Analyst	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	5.00	4.00	4.00	(1.00)
Sr. Fiscal Assistant	3.00	3.00	3.00	-
Sr. Office Assistant	3.50	3.50	3.50	-
Storekeeper I/II	1.00	1.00	1.00	-
Storekeeper/Courier	2.00	2.00	2.00	-
Supervising Accountant/Auditor	2.00	1.00	1.00	(1.00)
Supervising Grounds Maintenance Worker	1.00	1.00	1.00	-
Department Total	88.35	89.35	89.35	1.00

Chief Administrative Office – Central Services

RECOMMENDED BUDGET • FY 2019 - 20

ORGANIZATIONAL CHART





Chief Administrative Office-EMS & Emergency Preparedness

RECOMMENDED BUDGET • FY 2019 - 20

MISSION

In addition to the responsibility for overall County administration, the Chief Administrative Office oversees the County's Emergency Medical Services and Emergency Preparedness and Response Programs.

Emergency Medical Services: The mission of El Dorado County EMS is to provide a cost effective, sustainable, collaborative, and data-driven EMS system. We aim to work effectively with our public safety and public health partners to solve problems and achieve common goals.

Emergency Preparedness: The mission of El Dorado County Emergency Preparedness and Response is to prepare the residents of El Dorado County for natural and intentional public health disasters and emergencies through improved operational readiness, planning, and mitigation activities and to ensure a timely response and successful recovery as a collaborative and resilient community.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - State	0	0	65,990	65,990
IG Rev - Federal	0	0	442,505	442,505
Other Gov Agency	0	0	12,100	12,100
Service Charges	0	0	2,000	2,000
Miscellaneous Rev	0	0	200,000	200,000
Other Fin Sources	0	0	748,232	748,232
Fund Balance	0	0	217,919	217,919
Total Revenue	0	0	1,688,746	1,688,746
Salaries & Benefits	0	0	834,725	834,725
Services & Supplies	0	0	485,588	485,588
Other Charges	0	0	423,433	423,433
Intrafund Abatement	0	0	(55,000)	(55,000)
Total Appropriations	0	0	1,688,746	1,688,746
FUND 1120 EMS PREPAREDNESS TOTAL	0	0	0	0

MAJOR BUDGET CHANGES

Revenue

Fund Balance

(\$648,642) Reduction in use of Ground Emergency Medical Transport (GEMT) fund balance. The GEMT fund balance is expected to be fully drawn down in FY 2019-20 to fund EMS Administration.

Operating Transfers

\$605,318 Increase from charges to the County Service Areas to fund EMS Administration.

Chief Administrative Office-EMS & Emergency Preparedness

RECOMMENDED BUDGET • FY 2019 - 20

PROGRAM SUMMARIES

Emergency Medical Services Agency (EMS)

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 mainly funded by the County Service Areas that have been established for pre-hospital emergency medical services, but also receives some fee revenue and Ground Emergency Transport (GEMT) funds..

County Service Areas

The County is the provider of pre-hospital emergency medical services within County Service Area (CSA) 7 for the West Slope and CSA 3 for South Lake Tahoe and the Tahoe West Shore. The County provides these services under a public utility model through contracts for operational services. The CSAs are funded through property taxes, special taxes, benefit assessments, payments from the Shingle Springs Band of Miwok Indians, and ambulance service fees.

Emergency Preparedness and Response

The Preparedness & Response Program’s focus is to build community resilience and disaster preparedness through education and action. In coordination with the EMS Agency, the Preparedness & Response Program operates the Medical Health Operational Area Coordinator (MHOAC) Program which helps coordinate medical and health resources during an emergency or disaster. The Preparedness and Response Program is responsible for the oversight and implementation of the following programs and funding streams: Public Health Emergency Preparedness (PHEP), Hospital Preparedness Program (HPP), Cities Readiness Initiative (CRI) and State Pandemic Influenza (Pan Flu). These programs serve all EDC residents and visitors. The Preparedness & Response staff are instrumental in carrying out the Chief Administrative Office’s responsibilities under Board of Supervisors Policy K-3, “Emergency Management,” and coordinates with all County departments and the Sheriff’s Office of Emergency Services to ensure continuity of essential operations during an emergency.

BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Emergency Medical Services	\$ 1,034,840	\$ 1,034,840	\$ -	2.8
Emergency Preparedness & Response	\$ 653,906	\$ 653,906	\$ -	3.55
County Service Areas- EMS	\$ 24,175,249	\$ 24,175,249	\$ -	0
Total	\$ 25,863,995	\$ 25,863,995	\$ -	6.35

Chief Administrative Office-EMS & Emergency Preparedness

RECOMMENDED BUDGET • FY 2019 - 20

RECOMMENDED BUDGET

The Emergency Medical Services and Emergency Preparedness & Response programs will transfer from the Health and Human Services Agency to the Chief Administrative Office effective July 1, 2019. Direct program staff for these programs in HHSA is 7.45 FTEs. Staff for the program in the CAO's Office is recommended at 6.35 FTEs, composed of the addition of 6.15 allocations to be supervised by a Deputy Chief Administrative Officer (0.2 FTE). As a result of the transfer, HHSA reduced support for these programs by 7.45 FTEs. The Recommended Budgets for the programs are status quo.

EMS, Preparedness, & Response

This Budget is recommended at \$1,688,746, which is a decrease of \$49,130 (2.8%) when compared to the FY 2018-19 Adopted Budget. General Fund support for EMS was budgeted at \$161,436 in FY 2018-19; however, the Recommended Budget assumes no General Fund support for any of these programs in FY 2019-20.

County Service Areas

The total budget for the CSAs is recommended at \$24,175,249, which is a decrease of \$891,692 (3.6%) when compared to the FY 2018-19 Adopted Budget. Expenses for the operations contractors have been budgeted in accordance with their current, Board-approved contracts; however, as of this writing, the County is in the process of negotiations with the California Tahoe Emergency Services Authority (CTESOA). CTESOA was awarded the Request for Proposals for the South Lake Tahoe area of CSA 3. The contract will be brought to the Board of Supervisors for consideration no later than mid-August, along with a budget transfer, if necessary. The budget for CSA 7 includes an appropriation for contingency of \$4,116,991, approximately 28% of the operating cost of the ambulance service in that area. The budget for CSA 3 includes an appropriation for contingency of \$1,520,958, approximately 39% of the operating cost of the ambulance service in that area. The budget tables for the CSA can be found under the Special Revenue Funds tab of this book.

Sources & Uses of Funds

The Emergency Preparedness and Response program is funded primarily through state and federal grants (\$508,495) but also receives some Public Health Realignment funding (\$130,411).

The Emergency Medical Services program is funded mainly through interfund transfers from the County Service Areas (\$605,318), and GEMT current year claims and fund balance (\$417,922). The program also receives a small amount of revenue from fees for certification of emergency medical providers and facilities (\$2,000).

The County Service Areas are funded by property taxes (\$3,105,500), special taxes (\$1,745,700), benefit assessments (\$561,700), payments from the Shingle Springs Band of Miwok Indians (\$300,000), and ambulance service fees (\$9,398,256). The budgeted use of fund balance is \$8,896,343.

Chief Administrative Office-EMS & Emergency Preparedness

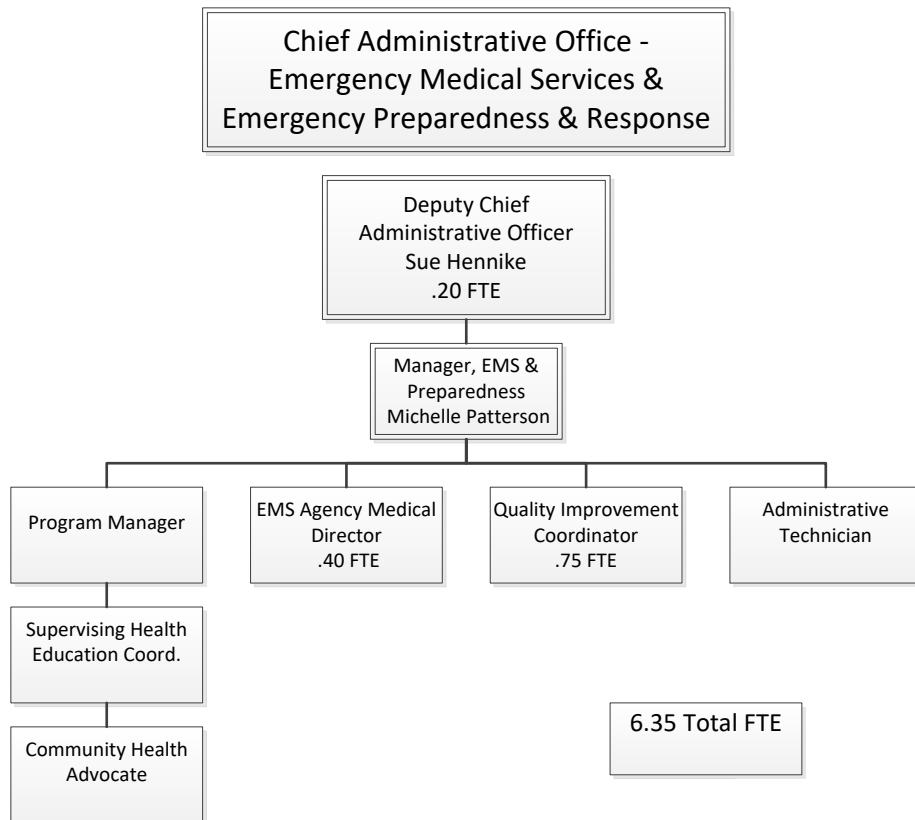
RECOMMENDED BUDGET • FY 2019 - 20

PERSONNEL ALLOCATION & STAFFING TREND

Total direct program staff is reduced from 7.45 to 6.35. Following the transfer of the programs, the CAO will evaluate staffing needs and may recommend some adjustments early in the fiscal year.

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Deputy Chief Administrative Officer	-	0.20	0.20	0.20
Manager of Emergency Medical Services and Preparedness and Response Programs	-	1.00	1.00	1.00
Administrative Technician	-	1.00	1.00	1.00
Community Health Advocate	-	1.00	1.00	1.00
EMS Agency Medical Director	-	0.40	0.40	0.40
Program Manager	-	1.00	1.00	1.00
Quality Improvement Coordinator	-	0.75	0.75	0.75
Supervising Health Education Coordinator	-	1.00	1.00	1.00
	-	6.35	6.35	6.35

ORGANIZATIONAL CHART



Accumulative Capital Outlay Fund

RECOMMENDED BUDGET • FY 2019 - 20

MISSION

This program directs funding for the project development and construction of facilities that support County functions. In addition, the program performs major maintenance projects on existing County buildings, parks, and paved trails. 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

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	1,450,958	1,588,454	1,616,504	28,050
Fines & Penalties	390	198	205	7
Rev Use Money/Prop	(1,709)	12,500	13,125	625
IG Rev - State	261,681	14,053	14,404	351
Other Gov Agency	5,354	5,621	5,762	141
Miscellaneous Rev	9,642	39,134,000	0	(39,134,000)
Other Fin Sources	17,041,092	23,343,932	61,446,919	38,102,987
Fund Balance	0	5,321,553	1,800,000	(3,521,553)
Total Revenue	18,767,408	69,420,311	64,896,919	(4,523,392)
Salaries & Benefits	0	0	507,474	507,474
Services & Supplies	5,750	50,000	0	(50,000)
Other Charges	50	1,000	0	(1,000)
Fixed Assets	16,583,811	62,413,656	63,656,517	1,242,861
Other Fin Uses	1,719,615	2,405,495	732,928	(1,672,567)
Contingency	0	4,550,160	0	(4,550,160)
Total Appropriations	18,309,226	69,420,311	64,896,919	(4,523,392)
FUND 1800 ACO FUND TOTAL	(458,182)	0	0	0

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) or 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 budgeted to be transferred to the ACO fund and appropriated from that fund throughout the year based on the approved Work Plan. However, funds that are budgeted to be transferred from the General Fund or special revenue funds and which are not spent during the year are not transferred to the ACO fund. Any unspent General Fund contribution is identified each year as that portion of the General Fund Carryover Fund Balance which is designated for capital projects.

Accumulative Capital Outlay Fund

RECOMMENDED BUDGET • FY 2019 - 20

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 2019-20, a total of \$450,000 is set aside for emergency projects, security upgrades, HVAC repairs, painting, and ADA compliance needs that may come up throughout the year.

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.

Solar Projects

The County continues to pursue solar opportunities. A solar farm and covered parking will be constructed in FY 2019-20. The majority of this project is being funded through a Power Purchase Agreement (PPA) resulting in no out of pocket costs for the County. The Recommended Budget includes \$100,000 for some project management and engineering costs currently not covered under the PPA.

Parks Projects

\$165,000 in funding has been budgeted in the ACO fund for various park projects. The budget includes \$50,000 for Pioneer Park, \$60,000 for Forebay Park, \$35,000 for the El Dorado Trail and \$20,000 for Bradford Park.

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 was required to spend \$8,517,712 in County match funding prior to being able to draw down the USDA loan funds and to set aside \$2,483,000 for interim interest payments until the facility is completed. The \$2.4 million will remain set aside to cover interest payments over the next eighteen months while construction is being completed. The Recommended Budget includes \$30 million in USDA loan funds to cover the remaining construction in FY 2019-20 as well as \$1.4 million for interest payments due in FY 2019-20.

Placerville Jail Expansion

The County has also received a \$25 million SB 844 grant from the Board of State and Community Corrections for the expansion/improvement of the Placerville Jail facility. The FY 2019-20 ACO work plan includes \$18.9 million for the Placerville Jail Expansion. The division anticipates issuing and awarding a RFP for design/build services and beginning construction towards the end of FY 2019-20.

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. Approximately \$200,000 has been spent to date on this project. The remaining \$1million is included in the Recommended Budget to continue the planning and design of the facility with construction set to begin in FY 2020-21. It should be noted that the cost of the facility has increased since initial design stages in FY 2016-17, with the current estimate at \$15.5 million.

Accumulative Capital Outlay Fund

RECOMMENDED BUDGET • FY 2019 - 20

Based on updated costs, on February 6, 2019, the Board of Supervisors re-authorized the construction of the new facility, confirming the size at a 20-bed juvenile treatment center. The Board also authorized the closure of the current juvenile detention center in Placerville in order to use the operational savings to fund the portion of the facility not covered by the grant.

HHSA South Lake Tahoe Campus Project

In FY 2018-19 the County purchased and began tenant improvements on a building located on Sandy Way adjacent to the existing El Dorado Center in South Lake Tahoe. The FY 2019-20 Recommended Budget includes funding from the Health and Human Services Agency in the amount of \$5 million to complete the tenant improvements at Sandy Way and to begin the planning and design for the tear down and rebuild of the El Dorado Center.

FENIX

The Recommended Budget includes \$210,000 for the FENIX project related to continued implementation costs. Funds from the General Fund Capital Projects Reserve are recommended to be cancelled in FY 2019-20 and transferred to the ACO Fund to cover this cost.

Deferred Maintenance

The FY 2019-20 Work Plan includes approximately \$4.4 million to fund deferred maintenance projects in the coming year. The Facilities Division requested approximately \$6.3 million in total funding, with a new General Fund contribution of \$4.8 million. Due to budget constraints, the General Fund contribution was reduced based on Board direction at the April 22, 2019 Board meeting. Additional anticipated savings of \$800,000 in the current year were identified to help offset the \$2.8 million reduction. The General Fund contribution is currently recommended at \$2 million. An additional \$400,000 is included from anticipated General Fund carryover from FY 2018-19. The following funding sources are also included: \$225,000 from Tobacco Settlement (HHS), \$735,000 from dedicated ACO funds (property tax), \$895,000 from Road Fund operating transfers, and \$150,000 from the Criminal Justice Construction Special Revenue Fund.

Recommended New Projects

New Elections System

The FY 2019-20 Recommended Budget includes \$1.5 million in funding for a new elections system. This system is funded 50% with a grant and 50% with a required General Fund match. Funding in the amount of \$757,000 is recommended to be cancelled from the General Fund Capital Projects Reserve in FY 2019-20 and transferred to the ACO Fund to cover the County's 50% share of cost.

Misc. Department Projects

The budget includes \$305,000 for various department requested projects. The majority of the projects are funded by Department specific funding sources, including General Fund, and are noted in each individual Department's budget narrative.

Accumulative Capital Outlay Fund

RECOMMENDED BUDGET • FY 2019 - 20

Pending Issues and Policy Considerations

Prior to FY 2016-17, the County had 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 which assessed 20 County buildings. The report indicated that, while maintenance and repairs had been taking place annually, the rate of accumulating deferred maintenance had exceeded the investment being made.

Of the facilities that were included, the two assessments identified approximately \$55 million worth of deferred maintenance projects that would need to be completed over a period of years, with increased investment in these years in order to correct the deferred maintenance backlog. In 2016, the County completed an assessment of 20 additional buildings and identified an additional \$7.6 million in deferred maintenance needs. When these costs are adjusted for construction inflation, the total deferred maintenance identified is approximately \$76 million. Since 2013, the County has completed approximately \$27 million in deferred maintenance projects and identified \$11 million that will not need to be completed due to new construction (including the Sheriff Administrative building, South Lake Tahoe El Dorado Center, and District Attorney Buildings on Main Street) leaving a balance of approximately \$38 million in identified deferred maintenance projects to be completed.

A standard measurement metric used within the industry for determining the required budget to properly maintain public facilities is 2 to 4 percent of their replacement value. Our current replacement value for County facilities is estimated at \$410 million. With this measurement metric applied at 2 percent of the replacement value, the County would be appropriating approximately \$8.2 million dollars, invested annually into our assets. The FY 2019-20 Recommended Budget includes approximately \$4.4 million dollars towards projects in the ACO Fund identified as deferred maintenance, and approximately \$2 million in the maintenance division budget (labor and projects less than \$10,000), for a total of \$6.4 million included in the Recommended Budget towards what are identified as deferred maintenance projects on the County's public facilities. This results in a funding shortfall of \$1.8 million in FY 2019-20 based on the 2 percent standard for annual maintenance.

In addition to the ongoing maintenance for facilities, the FY 2019-20 Recommended Budget fully funds the \$5 million dollar annual contribution to the Capital Projects Reserve with General Fund dollars. These funds have been set aside annually for large capital projects and for future building replacement needs. Some of this funding is recommended to be used in FY 2019-20 to fund a new elections system and further implementation of the FENIX system. These funds are also being discussed as a potential source of funding to replace the Shakori garage for the Department of Transportation, a portion of the necessary funding required to complete the El Dorado Center / HHS campus project in South Lake Tahoe, and in the future for the possible replacement of the Spring Street facility which houses several County Health and Human Services programs including the Psychiatric Health Facility.

The County has made a concerted effort to appropriate funding to make progress on deferred maintenance needs, and has made significant progress over the past few years with the new Animal Shelter, renovations of Building's A and B, full carpet replacement, bathroom fixture replacements and new interior paint in Building C, replacement of the boilers and chillers and a new roof at the Placerville jail, major work on the mechanical systems at the South Lake Tahoe Jail, and work at Henningson Lotus Park on the main field and walkways. It is anticipated that as County facilities that were identified in the Vanir report as deficient and in need of replacement are addressed, and as the Capital Projects Reserve is built to a balance sufficient to provide for those significant building renovation or replacement projects, additional General Fund funding would be available for annual on-going and deferred maintenance efforts.

Accumulative Capital Outlay Fund

RECOMMENDED BUDGET • FY 2019 - 20

CAPITAL PROJECTS WORKPLAN

Project Title	Requested Amount for FY 2019-20	Funding Source
Countywide Special Projects	300,000	ACO Fund
Countywide Security	50,000	ACO Fund
Countywide HVAC	25,000	ACO Fund
Countywide Exterior Paint	25,000	ACO Fund
Countywide ADA Evaluation / Compliance	50,000	ACO Fund
Facilities Planning	150,000	ACO Fund
Solar Projects	100,000	ACO Fund
New Facility Asset Management System	250,000	ACO Fund
New Parking Lot - Building A	750,000	AQMD funds
Spring Street Replacement Planning	150,000	Tobacco Settlement
Placerville Jail Expansion	18,667,635	SB844 Grant
- Staff time not billable to grant	100,000	ACO Fund
- Match requirement	180,284	General Fund
Public Safety Facility	30,000,000	USDA advance funds
- Staff time not billable to USDA	100,000	ACO Fund
Public Safety Facility Interest Payments	1,400,000	Public Safety Reserve
Juvenile Hall Replacement planning/design	1,000,000	General Fund
HHSA SLT Campus Project	5,000,000	HHSA funding
Deferred Maintenance (see below)	4,405,000	\$735,000 ACO Fund, \$150,000 CJ Funding, \$895,000 Road Fund, \$225,000 Tobacco Settlement, \$2,400,000 GF
FENIX	210,000	Capital Reserve
Parks and Trails (see detail below)	165,000	ACO Fund
AQMD Charging Stations	60,000	AQMD funds
AQMD Fairground Pathway Construction	40,000	AQMD funds
New Elections System	1,514,000	\$757,000 Elections, \$757,000 Capital Res
Blower repair EM	80,000	EM
Public Defender SLT space	65,000	Public Defender
Library	60,000	Projects at Main and Georgetown
Airport projects	0	ACO Fund
Total ACO Workplan	64,896,919	

Totals by Funding Source	
ACO	2,050,000
Criminal Justice SRF	150,000
General Fund	3,580,284
Capital Reserve	967,000
USDA Advance Funds	30,000,000
PSF Reserve	1,400,000
HHSA Tobacco Settlement Funds	375,000
AQMD	850,000
HHSA Public Health Fund Balance	5,000,000
DOT	895,000
Elections	757,000
EM	80,000
Public Defender	65,000
Library	60,000
SB 844 Funds	18,667,635
Total	64,896,919

Accumulative Capital Outlay Fund

RECOMMENDED BUDGET • FY 2019 - 20

CAPITAL PROJECTS WORKPLAN (CONT.)

Parks / Trails Workplan	Budget	Funding Source
HLP Various projects		HLP Trust
Pioneer Park Various projects/ADA	50,000	ACO Fund
Forebay Park Various projects/ ADA	60,000	ACO Fund
El Dorado Trail - Asphalt repairs, bridge inspections	35,000	ACO Fund
Bradford Park	20,000	ACO Fund
Parks / Trails Total	165,000	

Deferred Maintenance Subtotals by Building:	
Building A	485,000
Building B	300,000
115 Building C	285,000
Sheriff Admin	25,000
123 Juvenile Hall	-
Ag Building	-
126 Main Jail (\$150K Criminal Justice)	770,000
160 Main Library	320,000
330 DOT Administration (Road Fund)	685,000
362 Cameron Park Library	60,000
El Dorado Hills Library	-
El Dorado Hill Sr. Center	-
440 PHF (Tobacco Settlement)	65,000
440A Sr Day Car Center (Tobacco Settlement)	20,000
441 Health Department (Tobacco Settlement)	70,000
470 Community Services / Sr Nutrition (Tobacco Settlement)	70,000
Veteran's Building	-
Museum	35,000
Placerville Animal Shelter	50,000
600 South Lake Tahoe Administration	350,000
610 South Lake Tahoe El Dorado Center	-
SLT JTC	50,000
621, 622 & 631 South Lake Tahoe Jail	470,000
760 South Lake Tahoe Library	85,000
DOT Shakori (Road Fund)	210,000
SLT Shakori Animal Shelter	-
Deferred Maintenance Total	4,405,000

Accumulative Capital Outlay Fund

RECOMMENDED BUDGET • FY 2019 - 20

RECOMMENDED BUDGET

This Budget is recommended at \$64,896,919. The Recommended Budget reflects a decrease of \$4,523,392 when compared to the FY 2018-19 Adopted Budget. This decrease is due to the reduced deferred maintenance plan.

General Fund – Designation for Capital projects

The FY 2018-19 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. 11, Designation for Capital Projects, which provides, in part:

Once the General Reserve and General Fund Appropriation for Contingency equal 8% of adjusted General Fund appropriations, un-appropriated discretionary resources will be used to increase the Designation for Capital Projects in an amount not less than \$5,000,000, each year.

This funding is not reflected in the FY 2019-20 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.

The FY 2019-20 workplan includes using \$967,000 of the \$10,000,000 set aside in prior years to fund the new elections system and the continued implementation of the FENIX project.



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, 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; and instituting conservatorships for probate and for gravely-disabled individuals, under the Lanterman-Petris-Short (LPS) Act.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	361,732	488,225	463,475	(24,750)
Total Revenue	361,732	488,225	463,475	(24,750)
Salaries & Benefits	2,842,118	2,997,783	3,140,008	142,225
Services & Supplies	386,112	415,744	374,226	(41,518)
Intrafund Transfers	5,727	5,638	4,003	(1,635)
Intrafund Abatement	(5,527)	0	0	0
Total Appropriations	3,228,430	3,419,165	3,518,237	99,072
FUND 1000 GENERAL FUND TOTAL	2,866,698	2,930,940	3,054,762	123,822

MAJOR BUDGET CHANGES

Revenues

- (\$25,000) Decrease in anticipated revenue for legal services based on current trend.
- (\$14,000) Decrease in anticipated revenue for defense billing.

Appropriations

- \$143,237 Increase in Salaries and Benefits due to increased CalPERS retirement costs and the County's share of health insurance costs.
- (\$30,000) Decrease in Contract Legal Attorney Services based on prior year actuals and anticipated decreased need to retain outside counsel to represent the County.
- (\$7,000) Decrease in legal publications expenses reflecting a transition to on-line reference sources

County Counsel

RECOMMENDED BUDGET • FY 2019 - 20

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 subpoena/deposition requests, etc. All attorneys 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. County Counsel acts as general legal advisors to the assigned County department, and supervises and participates 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 Behavioral Health in connections with restoration to competency actions and other criminal diversion programs. These attorneys also represent the Health and Human Services Agency (HHSA) 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 Multipurpose Senior Services Program/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. 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 the Departments of Transportation, Planning and Building, Land Use, Environmental Management and Air Quality Management, as well as the Public Health Emergency Services and Ambulance. These attorneys represent the County in regards to Capital Improvement Programs, including the coordination of these projects from the planning and design, to the 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 which involve the potential for significant liability.

General Government

County Counsel and Assistant County Counsel

The County Counsel and 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, 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 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 which 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

County Counsel

RECOMMENDED BUDGET • FY 2019 - 20

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.
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 civil, criminal, or administrative proceedings. This position represents 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 department and County Facilities Management.

Administrative, Operations Support

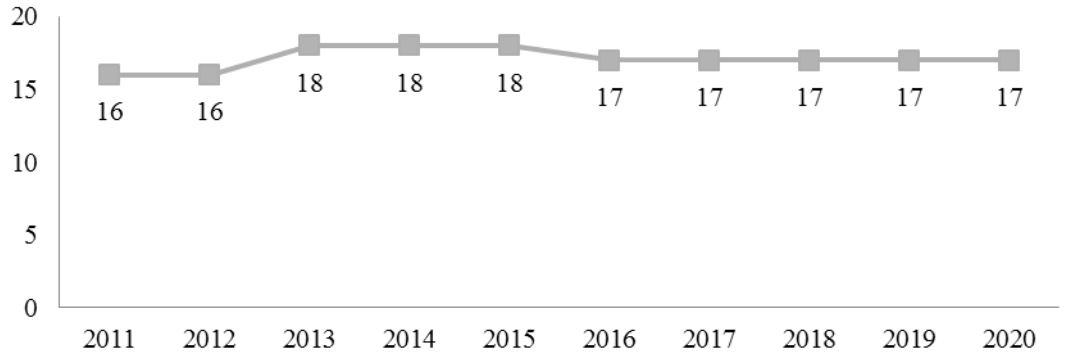
One Administrative Analyst provides administrative and fiscal support including budgeting, accounting, payroll, purchasing, personnel and contract coordination. Three Sr. Legal Secretaries and one Legal Secretary II provide secretarial services for twelve attorneys along with direct interaction with 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	\$ 668,904		\$ 668,904.00	5
Statutory/State Programs	\$ 936,240	\$ 75,000	\$ 861,240	4
Public Guardian, Elder Protection, and HHS	\$ 495,525	\$ 75,000	\$ 420,525	2
Child Protective Services	\$ 440,715	\$ -	\$ 440,715	2
Land Use/Transportation/Capital Improvement	\$ 655,103	\$ 288,475	\$ 366,628	2.75
Administrative/General Government	\$ 1,257,990	\$ 100,000	\$ 1,157,990	5.25
County Counsel & Chief Asst County Counsel	\$ 373,857	\$ -	\$ 373,857	1.25
Sherrif, HR/Risk, Law and Justice	\$ 430,110	\$ 100,000	\$ 330,110	2
General Law, Contracts, other Departments	\$ 454,023	\$ -	\$ 454,023	2
Total	\$ 3,518,237	\$ 463,475	\$ 3,054,762	17.00

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.



RECOMMENDED BUDGET

This Budget is recommended at \$3,054,762, which is an increase of \$99,072 (2.9%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 87% of the funding for the Department, and is increased by \$123,822 (4.2%) when compared to the FY 2018-19 Adopted Budget.

A net increase of \$142,225 in Salaries and Benefits costs is primarily due to increased CalPERS retirement costs and the County’s share of cost for health insurance benefits.

Costs in Services and Supplies are decreasing for the second year, primarily as a result of a continued decrease to the anticipated need for outside legal services. The budget for contracted legal services for FY 2019-20 is recommended at \$200,000, reflecting a 13% decrease.

Overall, this represents a status quo budget, as no services are increasing, and the changes in costs are associated with changes in retirement and insurance benefit costs, and the decrease in contracted legal services.

CAO Adjustments

No adjustments are recommended.

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.

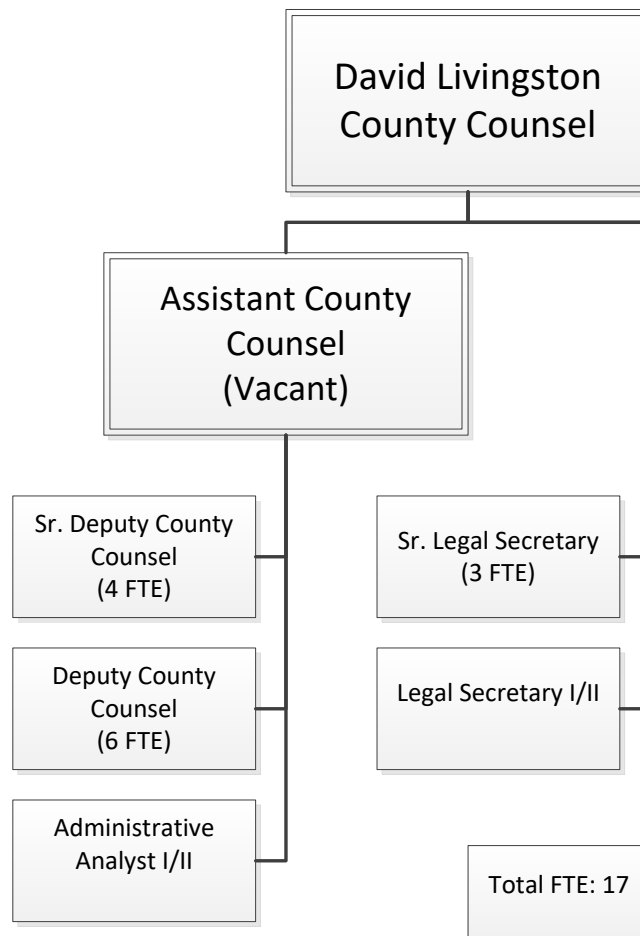
County Counsel

RECOMMENDED BUDGET • FY 2019 - 20

PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
County Counsel	1.00	1.00	1.00	-
Administrative Analyst I/II	1.00	1.00	1.00	-
Assistant County Counsel	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	-
Sr. Deputy County Counsel	4.00	4.00	4.00	-
Sr. Legal Secretary	3.00	3.00	3.00	-
Department Total	17.00	17.00	17.00	-

ORGANIZATIONAL CHART



General Fund – General Revenues & Other Operations

RECOMMENDED BUDGET • FY 2019 -20

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

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	109,186,114	112,115,000	118,099,292	5,984,292
License, Pmt, Fran	1,725,532	1,720,000	1,720,000	0
Fines & Penalties	512,625	350,000	350,000	0
Rev Use Money/Prop	856,367	400,000	1,000,000	600,000
IG Rev - State	2,525,406	2,470,000	2,470,000	0
IG Rev - Federal	1,047,533	450,000	500,000	50,000
Other Gov Agency	7,460,149	7,351,040	7,457,161	106,121
Service Charges	5,944,351	5,896,192	5,262,463	(633,729)
Miscellaneous Rev	33,489	0	0	0
Fund Balance	0	28,179,122	22,827,231	(5,351,891)
Total Revenue	129,291,565	158,931,354	159,686,147	754,793
Salaries & Benefits	0	20,000	1,216,000	1,196,000
Services & Supplies	176,751	1,081,194	789,100	(292,094)
Other Charges	3,589,856	3,039,992	3,295,429	255,437
Other Fin Uses	19,495,303	16,494,075	12,140,320	(4,353,755)
Intrafund Abatement	(6,328,657)	(5,979,207)	(5,522,188)	457,019
Contingency	0	7,109,909	5,450,000	(1,659,909)
Reserves Budgetary	0	8,049,563	9,892,700	1,843,137
Total Appropriations	16,933,253	29,815,526	27,261,361	(2,554,165)
FUND 1000 GENERAL FUND TOTAL	(112,358,312)	(129,115,828)	(132,424,786)	(3,308,958)

MAJOR BUDGET CHANGES

Revenue

- \$3,381,000 Increase in Property Tax – Current Secured based on projected increase in property assessed valuation; equals 5% increase over FY 2018-19 estimated actual.
- \$412,000 Increase in Sales and Use Tax based on trend in actual receipts; equals 2% increase over FY 2018-19 estimated actual.
- \$1,100,000 Increase in Transient Occupancy Tax based on trend in actual receipts; equals current FY 2018-19 estimated actual, and a 33% increase over FY 2018-19 Budget.

General Fund – General Revenues & Other Operations

RECOMMENDED BUDGET • FY 2019 - 20

\$1,048,000	Increase in Property Tax In-Lieu of VLF revenue, directly correlated to the increase in Property Tax – Current Secured.
\$600,000	Increase in Interest Earnings, driven by increases in County’s earned rate of return, which has increased from 1.11% in December of 2017 to 2.08% in December of 2018.
\$106,121	Increase in revenue from Shingle Springs Rancheria pursuant to existing agreement, which includes annual increases effective with FY 2019-20.
(\$6,029,360)	Decrease in estimated carryover Fund Balance Available for general operations, as compared to the FY 2018-19 Adopted Budget; the Fund Balance Available for operations is estimated at \$13,977,727 for FY 2019-20.
(\$159,264)	Decrease in estimated carryover Fund Balance attributed to unspent project funding designated for the Accumulated Capital Outlay fund, as compared to the FY 2018-19 Adopted Budget; the carryover Fund Balance identified for capital projects is estimated at \$4,580,284 for FY 2019-20.
\$106,337	Increase in Use of Designated Funds to offset the General Fund’s share of CalPERS Retirement cost increases.
\$730,394	Increase in Use of Designated Funds for Capital Projects and Economic Development Special Projects totaling \$1,417,000 in FY 2019-20.

Appropriations

\$1,000,000	Increase in Permanent Employee costs reflecting funds set aside in this budget unit to cover negotiated pay increases set to take effect during FY 2019-20. Funds will be transferred to appropriate departments once cost impacts for each are known.
\$291,000	Increase in Permanent Employee and Professional & Specialized Services costs reflecting funds set aside to cover the implementation of the new Vegetation Management ordinance. Funds will be transferred to appropriate departments once cost impacts for each are known.
\$450,000	Increase in Special Department Expense reflecting appropriations from the TOT Special Projects designation, made available in FY 2019-20 for use as a possible Broadband grant match.
(\$457,019)	Decrease in Intra-fund Abatement revenue (reimbursement for overhead costs) based on decreased Countywide Cost Allocation (A-87) Cost Plan charges.
(\$3,000,000)	Decrease in Fund Balance available for Operating Transfer to the Accumulated Capital Outlay fund, reflecting funding previously identified for the ACO Fund for Ray Lawyer Drive improvements, now recommended to be placed in a General Fund Designation.

General Fund – General Revenues & Other Operations

RECOMMENDED BUDGET • FY 2019 - 20

- (\$825,000) Decrease in General Fund Contribution for Special Projects reflecting: \$315,000 reduction for one-time funding in FY 2018-19 to cover new VHR Ordinance implementation costs; \$300,000 reduction for funding historically budgeted in the account for payment to EDWPA pursuant to SMUD Agreement (JPA dissolved in FY 2018-19); approximate \$200,000 reduction for funding historically budgeted in this account for transfer to the Veteran's Commission, now included in the HHS budget.
- (\$1,659,909) Decrease in the General Fund Appropriation for Contingency as compared to the FY 2018-19 Adopted Budget, reflecting excess fund balance that was available following the close of the FY 2017-18 books and which was temporarily placed in the Appropriation for Contingency in the FY 2018-19 Adopted Budget. Excess funds were later transferred to fund programs and services within County operating departments.
- \$1,843,137 Increase in Designation/Reserve of Fund Balance as compared to the FY 2018-19 Adopted Budget, directly related to carryover Fund Balance Available designated for special future uses during the September budget adoption. Similar increases to Designations/Reserves will be considered in September of 2019, based on carryover Fund Balance Available.

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).

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 an estimated \$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.

General Fund – General Revenues & Other Operations

RECOMMENDED BUDGET • FY 2019 -20

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 \$71,001,000 for FY 2019-20. The recommended budget for Property Tax revenue assumes an increase of 5% in the Secured Roll over the FY 2018-19 Adopted Budget. The actual property tax revenue anticipated to be received in FY 2018-19 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 monthly sales tax revenue payments based on estimates, with quarterly adjustments made for actual receipts. Sales Tax revenue can be used for any general purpose.

Sales and Use Tax revenue is recommended at \$12,852,000 for FY 2019-20. The recommended budget for Sales Tax revenue assumes an increase of 2% over the FY 2018-19 anticipated actual revenue. The actual sales and use tax revenue anticipated to be received in FY 2018-19 is currently projected to be slightly higher than 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 tax. 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 the In-Lieu Property Tax revenue grows in relation to each jurisdictions assessed valuation, but should not in any way impact the amount received in the Property Tax – Secured account.

Property Tax In-Lieu VLF revenue is recommended at \$22,008,000 for FY 2019-20, increasing by 5% when compared to the FY 2018-19 Adopted Budget. Any change to the calculated revenue amount for FY 2019-20 will be adjusted with the adoption of the Budget in September.

General Fund – General Revenues & Other Operations

RECOMMENDED BUDGET • FY 2019 - 20

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, including vacation home rentals, 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.

The General Fund's direct share of TOT revenue is recommended at \$4,450,000 for FY 2019-20. The recommended budget assumes an increase of roughly \$1,100,000 from the FY 2018-19 Adopted Budget, based on current revenue projections. This number does not include an additional 10% of TOT revenue that is distributed directly to the Treasurer-Tax Collector in recognition of services provided in the collection of this tax. Any change to the estimated revenue amount for FY 2019-20, based on actual receipts for FY 2018-19, will be adjusted with the adoption of the Budget in September.

Other Taxes

Other miscellaneous taxes include property transfer taxes, tax loss reserve, and timber yield. The Timber Yield Tax is recommended at \$108,292 in FY 2019-20, an increase of \$43,292 (67%). This is based on actual receipts from FY 2017-18 and FY 2018-19. The remaining miscellaneous taxes combined revenues are anticipated to remain relatively flat in FY 2019-20.

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 \$880,000. Franchise fees are not anticipated to change in FY 2019-20.

Fines/Forfeitures/Penalties

Revenue recorded in this category represents delinquent property tax payments. This revenue is anticipated to remain relatively flat in FY 2019-20 and is recommended at \$350,000.

State Revenue

Pursuant to a statewide Master Settlement Agreement, California counties receive an annual Tobacco Settlement payment. Tobacco Settlement payment will remain the same in FY 2019-20 pursuant to the 1998 Master Settlement Agreement and MOU between the State of California and local governments. This revenue is estimated at \$1.7 million in FY 2019-20.

El Dorado County also receives one source of State subvention revenues - the homeowner property tax relief (\$610,000). A minor amount for mandate payments (SB90) of \$100,000 is also included in this category.

Federal Revenue

The County receives Federal revenue for Payments in Lieu of Taxes (PILT). This payment is budgeted to increase to \$50,000 in FY 2019-20, based on actual activity year-to-date. Any change to the estimated revenue amount for FY 2019-20, based on actual receipts for FY 2018-19, will be adjusted with the adoption of the Budget in September.

General Fund – General Revenues & Other Operations

RECOMMENDED BUDGET • FY 2019 -20

Other Governmental

This category includes Tribe funding in the amount of \$7.2 million, as well as funding from other governmental agencies (\$245,000). This annual payment from the Shingle Springs Band of Miwok Indians is budgeted to increase pursuant to the current Agreement, which calls for a 1% escalator effective with FY 2019-20.

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” (\$2,008,086); the General Fund Countywide Cost Allocation (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 (\$3,054,377); and recording fees of \$200,000. The combined revenue in this category is anticipated to decrease by \$633,729 in FY 2019-20, primarily due to decreased A-87 Cost Plan charges.

Fund Balance

The Recommended Budget includes \$18,558,011 in Fund Balance carryover. These are funds that are anticipated to be available at the end of FY 2018-19 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 a portion of these carryover funds to help balance its operating budget, although the reliance on use of fund balance to fund on-going expenses is generally decreasing.

The Fund Balance available to meet operational funding requirements is estimated at \$13,977,727 for FY 2019-20. This carryover estimate reflects \$5.0 million in un-spent contingency and approximately \$3.0 million in additional non-departmental revenues. The balance of the estimated Fund Balance is due to additional departmental revenues and anticipated departmental savings. In concept, \$5 million of this carryover fund balance is used in the FY 2019-20 Recommended Budget to increase the Designation for Capital Projects, and \$5.45 million used to replenish the Appropriation for Contingency.

The carryover Fund Balance designated for capital projects is estimated at \$4,580,284 for FY 2019-20. However, \$3 million of this amount has been carried over from year to year and designated to be transferred to the Accumulated Capital Outlay fund for anticipated improvements to Ray Lawyer Drive associated with the trial court funding agreement and the new El Dorado County Courthouse. Because this State project has been delayed, it is now recommended that these funds be placed in a General Fund Designation.

It should be noted that these budgeted amounts are estimates and are subject to change with the close of the FY 2018-19 financial records in August.

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 \$5.45 million. Board Budget Policy No. 8 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 Fund – General Revenues & Other Operations

RECOMMENDED BUDGET • FY 2019 - 20

The General Fund General Reserve is recommended at \$9,015,108. Board Budget Policy No. 9 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 Resource Conservation Districts (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 pay back the cash advance.

Use of Designations (Reserved Fund Balance)

The Recommended Budget includes a use of \$2,852,220 of funds previously set aside to offset the General Fund's share of CalPERS Retirement cost increases.

With the adoption of the FY 2017-18 Budget, the Board adopted a budgeting philosophy of establishing and funding a reserve equal to the General Fund's estimated additional contribution for the following two years. In concept, this reserve serves as a revolving fund, with funds being drawn down in the immediate budget year's Recommended Budget based on the budgeted General Fund cost increase, and subsequently replenished in the same year, once the carry-forward fund balance amount is known, and based on the updated 2-year estimated cost. Maintaining this reserve, and using funds to help cover the increase in CalPERS costs in each subsequent budget year, will help ensure the County is able to fund those required contributions in future years.

Community Funding Requests

The Recommended Budget includes \$50,000 for Community Funding Requests. El Dorado County has provided varying levels of funding for a variety of community organizations in the past. During the Budget discussions for FY 2017-18, \$50,000 was allocated for Community Funding Requests based on Board direction, and has been allocated each year since. No requests for funding were received for the FY 2019-20 Recommended Budget. However, requests may be made throughout the year and amounts allocated based on Board direction.

Requests are for one-time funding allocations for cultural and community events or efforts that benefit residents. Some may have an economic development or promotions-related impact; however, it is not required for consideration. Funds may be allocated to projects or events at the time of Budget adoption, or throughout the year by request of any Board member. Requests would not be funded through Transient Occupancy Tax revenue. The maximum amount for an individual request is \$5,000, and funds may be provided to private non-profit, public organizations, or community-based associations without formal non-profit status.

The Board of Supervisors may choose to adjust the appropriation for FY 2019-20 based on available budget resources. The Chief Administrative Office does not make recommendations for funding on these requests, as these funding decisions are made solely at the discretion of the Board.

RECOMMENDED BUDGET

The Recommended Budget for Non-Departmental Expenses is \$27,261,361. The Total Revenue Budget is recommended at \$159,686,147. This reflects an increase in total revenue of \$754,793, and a decrease in appropriations of \$2,554,165 when compared to the FY 2018-19 Adopted Budget, with these decreases attributed to differences in carryover fund balance when comparing between the Recommended and prior year Adopted Budgets.

General Fund – General Revenues & Other Operations

RECOMMENDED BUDGET • FY 2019 - 20

BUDGET SUMMARY

Description	Recommended Amount
General Fund Contingency	\$ 5,450,000
General Fund Contribution to the Accumulative Capital Outlay Facilities Investment	\$ 2,400,000
General Fund Contribution to ACO fund - Voting System	\$ 787,000
General Fund Contribution to ACO fund for ERP	\$ 210,000
General Fund Contribution to ACO fund for Juvenile Hall Match	\$ 1,000,000
General Fund Contribution to ACO fund for Jail Expansion	\$ 180,284
General Fund Contribution to ACO fund for Broadband Grant Match	\$ 450,000
General Fund Contribution to the Miwok Indians for Health Programs	\$ 2,759,141
General Fund Contribution to DOT	\$ 3,284
General Fund Contribution to Airports	\$ 160,240
General Fund Contribution to HCED	\$ 115,000
General Fund Contribution to LAFCO	\$ 163,296
General Fund Contribution to Veterans SRF - House Council	\$ 15,000
General Fund Contribution to Health - Public Health Programs	\$ 3,878,965
Jail Medical Services Contract (CFMG)	\$ 2,838,212
Juvenile Hall Medical Services Contract (CFMG)	\$ 342,709
County Medical Services Program (Waived by CMSP Board for FY 2017-18)	\$ 233,492
California Children's Services (CCS) Diagnostics Program Match	\$ 330,222
California Children's Services (CCS) Program Match	\$ 134,330
General Fund Contribution to Human Services - Community Services	\$ 2,669,845
Area Agency on Aging Programs	\$ 1,829,276
Senior Day Care	\$ 516,990
In Home Supportive Services (IHSS) Public Authority	\$ 88,331
Community Services Administration	\$ 139,848
Senior Shuttle	\$ 5,400
Public Housing Authority	\$ 90,000
General Fund Contribution Health - State Local Program Realignment Match	\$ 704,192
General Fund Contribution Mental Health - State Local Program Realignment Match	\$ 16,510
Negotiated Pay Increases	\$ 1,000,000
Annual Audit Contract	\$ 80,000
Sales Tax Audit Services	\$ 40,000
Vegatation Management	\$ 191,000
Arch Social	\$ 8,000
CalPERS annual bill	\$ 25,000
CalPERS reports required for GASB 68	\$ 5,000
SB 90 Mandates	\$ 20,000
A87 Charges to Child Support (expenditure abatement)	\$ (254,095)
A87 Charges to Social Services	\$ (2,631,868)
A87 Charges to HHS Admin, CDA Admin, Animal Services & Public Guardian	\$ (2,636,225)
University California Cooperative Extension (UCCE)	\$ 252,992
Tahoe Regional Planning Agency (TRPA) Compact	\$ 45,000
EI Dorado Hills Fire ERAF	\$ 75,000
Countywide Legislative Memberships (CSAC, NACO)	\$ 36,100
Community Funding Requests	\$ 50,000
Increase to General Reserve (Repayment for Advance to RCDs)	\$ 162,700
Increase to Designations - Ray Lawyer Drive Courthouse Agreement	\$ 3,000,000
Increase to Designations - Juvenile Hall Facility Grant Match	\$ 1,500,000
Increase to Designations - Public Safety Facility Payment Reserve	\$ 230,000
Increase to Designation for Capital Projects	\$ 5,000,000

Human Resources & Risk Management

RECOMMENDED BUDGET • FY 2019 - 20

MISSION

The mission of the Human Resources Department is to promote the power of public service by fostering a positive, productive and collaborative workplace where all employees are qualified, empowered, respected, and valued. The vision of the department is, as an employer of choice, to maximize individual and organizational success through strategic partnerships and collaboration by implementing and supporting programs, processes, and services that add value to both the County of El Dorado employees and the community.

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

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Miscellaneous Rev	15	0	0	0
Other Fin Sources	0	101,147	0	(101,147)
Total Revenue	15	101,147	0	(101,147)
Salaries & Benefits	1,235,023	1,646,343	1,942,518	296,175
Services & Supplies	231,384	291,240	382,916	91,676
Intrafund Transfers	5,542	4,617	67,534	62,917
Total Appropriations	1,471,949	1,942,200	2,392,968	450,768
FUND 1000 GENERAL FUND TOTAL	1,471,934	1,841,053	2,392,968	551,915

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	329,307	0	0	0
Service Charges	41,011,363	50,274,566	49,709,512	(565,054)
Miscellaneous Rev	444,572	0	0	0
Other Fin Sources	(8,006)	0	0	0
Fund Balance	0	1,181,333	3,616,781	2,435,448
Total Revenue	41,777,237	51,455,899	53,326,293	1,870,394
Salaries & Benefits	649,982	793,909	826,719	32,810
Services & Supplies	36,432,043	50,072,231	52,147,289	2,075,058
Other Charges	4,931,030	589,760	352,285	(237,475)
Intrafund Transfers	2,966,834	3,115,609	3,217,141	101,532
Intrafund Abatement	(2,966,834)	(3,115,610)	(3,217,141)	(101,531)
Total Appropriations	42,013,055	51,455,899	53,326,293	1,870,394
FUND 5250 RISK TOTAL	235,818	0	0	0

Human Resources & Risk Management

RECOMMENDED BUDGET • FY 2019 - 20

MAJOR BUDGET CHANGES

Revenue

Human Resources

(\$101,147) Decrease in revenue from discontinuation of FENIX project stipends for FY 2019-20.

Risk Management

(\$565,054) Decrease due to adjustments in Risk Management program funding based on actuarial recommendations.

\$2,435,448 Increase in use of fund balances as part of a three year approach to draw down excess fund balance, based on actuarial recommendations. Use of fund balance effectively reduces charges to departments.

Appropriations

Human Resources

\$271,175 Increase in Salaries and Benefits costs is primarily due to increased CalPERS retirement costs and the County's share of cost for health insurance benefits.

\$25,000 Addition of \$25,000 in as-needed Extra Help, offset by the deletion of a Sr. Office Assistant (Limited Term).

\$70,256 Increase in licensing for Performance Management, Labor Costing, and Pension software.

\$62,917 Increase in Intra-fund Transfers for Central Fiscal Administrative charges that is now reflected in the department budget.

Risk Management

\$2,120,408 Increase in general liability insurance costs and anticipated claims.

\$85,000 Increase in contract legal attorney services.

(\$153,000) Decrease in agency administration fees and third-party administrator anticipated costs associated with worker's compensation and medical leave management.

Human Resources & Risk Management

RECOMMENDED BUDGET • FY 2019-20

PROGRAM SUMMARIES

Human Resources manages and administers a variety of programs and services which are comprised into three primary divisions: Human Resources Services; Risk and Safety Management Services; and Labor Relations, Employee Relations, and Benefit Services.

Human Resources Services

Recruitment and Selection

The goal of the recruitment and selection Division is to effectively recruit and identify applicants with the qualifications and characteristics needed for the job, maximize reasonable competition, ensure compliance with Personnel Rules as well as federal and state laws, and contribute to the overall effectiveness of County services and operations. This is accomplished by conducting recruitments and administering selection activities for County classifications which include advertising, targeted outreach, participation in job fairs, development and administration of various employment exams, and preparation of certified employment lists utilizing the results of the recruitment and selection processes.

Personnel Transactions

Processes personnel and payroll transactions (PPFs), including the processing of employees into and out of County service.

Performance Management

Provides advice and assistance to supervisors and managers on employee relations and performance management matters, tracks the completion of performance evaluations, and reviews performance evaluations and follows up with questions where appropriate.

Classification and Compensation

Administers the County's Classification Plan by developing and updating County classification specifications; reviews positions for possible reclassification; and collects salary and benefits information and recommends salaries for County classes. This program also has responsibility for interpretation and correct implementation of wage and hour requirements mandated by the Fair Labor Standards Act and labor contracts.

Training and Employee Development

Develops, coordinates, and administers County-wide training with the goal of employee and organizational development by providing or managing skills-based training programs and employee development services; administers internship programs; and conducts new employee orientation sessions for new hires.

Human Resources & Risk Management

RECOMMENDED BUDGET • FY 2019 - 20

Labor, Employee Relations and Benefit Services

Employee and Labor Relations

Promotes and achieves collaboration through the development of harmonious relationships with labor organizations and oversees all bargaining unit modifications. Under the Meyers-Millias-Brown Act, Human Resources is also responsible for preparing for and conducting labor negotiations; interpreting Memoranda of Understanding and policy provisions; investigating, advising on, and hearing grievance and disciplinary appeals; and administering employee relations statutes, ordinances, and policies. Human Resources utilizes the services of a third party administrator on an “as needed” basis to provide legal advice, serve as a chief negotiator, and to provide County representation in employment and labor relation matters.

Employee Benefits

Manages employee benefits contracts and administers employee benefits programs to include employee and retiree health and dental plans; employee assistance program (EAP); life insurance; flexible spending arrangement (FSA), including health care and dependent care reimbursement accounts (HCRA and DCRA); health savings account (HSA); Internal Revenue Service Section 125 Cafeteria Plan Consolidated Omnibus Reconciliation Act; disability management leaves; and deferred compensation (Internal Revenue Code Section 457). Benefits are delivered through a number of contracts establishing and administering both fully insured and self-insured health plans.

Risk and Safety Management Services

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 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

This program includes the 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.

Human Resources & Risk Management

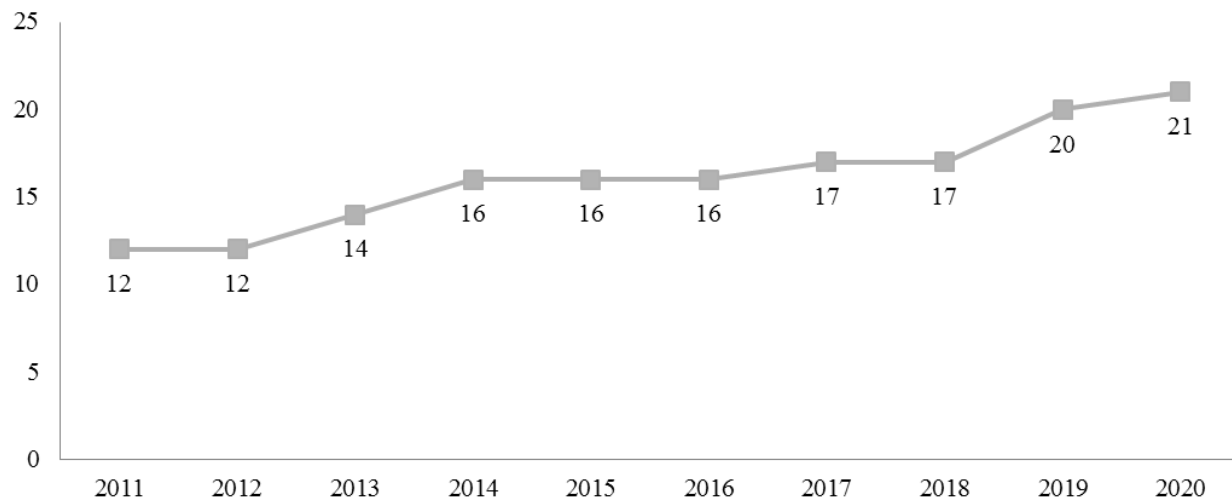
RECOMMENDED BUDGET • FY 2019-20

BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Human Resources	\$ 2,392,968	\$ -	\$ 2,392,968	15.5
<hr/>				
Risk Management				
Loss Control	\$ (283,219)	\$ -	\$ (283,219)	
Liability	\$ 4,368,980	\$ 4,085,761	\$ 283,219	1.5
Workers' Compensation	\$ 9,575,259	\$ 9,575,259	\$ -	2
Self-Insured Health	\$ 37,347,773	\$ 37,347,773	\$ -	2
Retiree health Prefunding	\$ 2,317,500	\$ 2,317,500	\$ -	
Total	\$ 55,719,261	\$ 53,326,293	\$ 2,392,968	21

STAFFING TREND

Staffing for Human Resources/Risk Management declined to 12 FTEs in 2009 through 2012 as a result of countywide budget reductions. In 2013, the County began to restore allocations. The FY 2018-19 Budget reflected organizational changes that resulted in the department rising to 20 FTEs. The Recommended Budget for FY 2019-20 includes 21 FTEs reflecting the approved addition of one Human Resources Analyst by the Board during FY 2018-19.



RECOMMENDED BUDGET

Human Resources

The budget for the Human Resources Division is recommended at \$2,392,968, which is an increase of \$450,768 (23%) when compared to the FY 2018-19 Adopted Budget. The Human Resources Division is entirely funded by the General Fund, so General Fund costs have also increased by \$450,768 (23%) when compared to FY 2018-19.

Human Resources & Risk Management

RECOMMENDED BUDGET • FY 2019 - 20

Salary and Employee Benefits is recommended at \$1,942,518, a \$296,175 increase from the prior year. There are no new permanent positions included as a part of the recommended budget. The increase in permanent employee costs reflected changes approved by the Board of Supervisors throughout the prior year. This included the addition of two Principal Human Resources Analysts with the removal to two other positions, and the addition of a Human Resources Technician. The Recommended Budget does not include one limited-term position included in the prior year that was funded by ACO funds for FENIX implementation. The increase includes \$25,000 for as-needed Extra Help. An increase of \$147,126 in Benefits costs is primarily due to increased CalPERS retirement costs and the County's share of cost for health insurance benefits.

The Recommended Budget includes a \$70,256 increase in software licensing costs for Performance Management, Pension, and Labor Costing software.

The Recommended Budget includes a \$62,917 increase in Intrafund transfers to Central Fiscal due to a new methodology for distributing Central Fiscal administrative charges to departments receiving fiscal services.

Risk Management

The budget for the Risk Management Division is recommended at \$53,326,293, which is an increase of \$1,870,394 (3.6%) when compared to the Fiscal Year 2018-19 Adopted Budget. The Risk Management budget is funded entirely through charges to other departments and there is no direct General Fund contribution.

A net increase of \$32,810 in Salaries and Benefits costs is primarily due to increased CalPERS retirement costs and the County's share of cost for health insurance benefits.

An appropriation increase of \$2,001,370 (4%) is primarily related to County-wide health program insurance premiums in the Employee Benefits program. The funding level for the Liability and Workers' Compensation programs is based on actuarial analysis and recommendations.

CAO Adjustments

There are no CAO adjustments recommended for FY 2019-20.

Sources & Uses of Funds

The Human Resources Division 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 Countywide Cost Allocation Plan (A-87 Plan). This reimbursement to the General Fund is also shown in Department 15 – General Fund Other Operations.

The Risk Management Division operates as an Internal Service Fund and must balance revenues to expenditures within the Risk Management fund. All costs for the Risk Management Fund are recouped from County departments through charges, with some cost sharing by employees/retirees, based on relative use of these programs. The Inter-fund Risk Management account represents the total of all charges made to County departments for services provided by Risk Management programs.

Human Resources & Risk Management

RECOMMENDED BUDGET • FY 2019-20

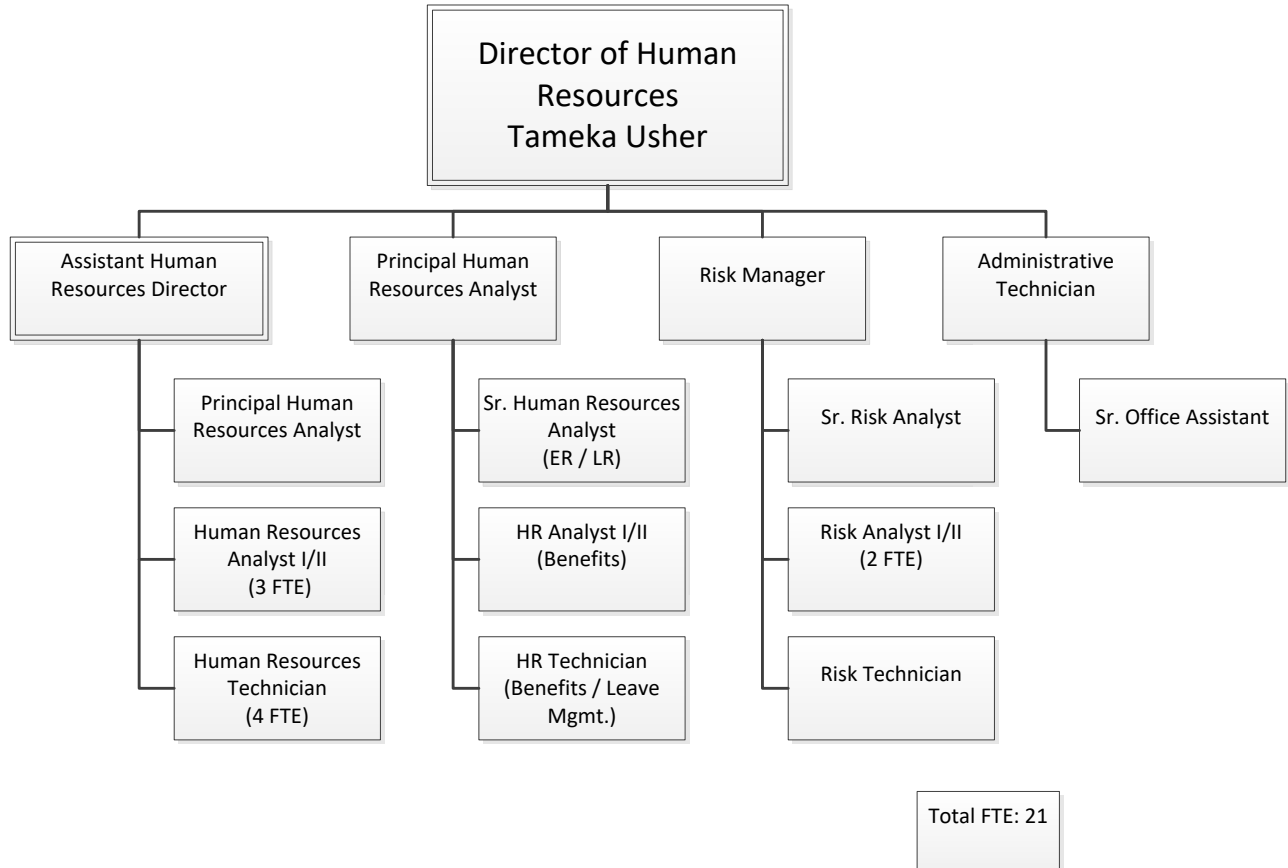
PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
<i>Human Resources</i>				
Director of Human Resources	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Assistant Director of Human Resources	1.00	1.00	1.00	-
Human Resources Analyst I/II	3.00	3.00	4.00	1.00
Human Resources Technician	5.00	5.00	5.00	-
Principal Human Resources Analyst	2.00	2.00	2.00	-
Sr. Human Resources Analyst	2.00	2.00	1.00	(1.00)
Sr. Office Assistant	0.50	0.50	0.50	-
Sr. Office Assistant (Limited Term)	0.50	-	-	(0.50)
<i>DivisionTotal</i>	<i>16.00</i>	<i>15.50</i>	<i>15.50</i>	<i>(0.50)</i>
<i>Risk Management</i>				
Risk Manager	1.00	1.00	1.00	-
Risk Analyst I/II	2.00	2.00	2.00	-
Risk Technician	1.00	1.00	1.00	-
Sr. Office Assistant	0.50	0.50	0.50	-
Sr. Office Assistant (Limited Term)	0.50	-	-	(0.50)
Sr. Risk Analyst	1.00	1.00	1.00	-
<i>DivisionTotal</i>	<i>6.00</i>	<i>5.50</i>	<i>5.50</i>	<i>(0.50)</i>
Department Total	22.00	21.00	21.00	(1.00)

Human Resources & Risk Management

RECOMMENDED BUDGET • FY 2019 - 20

ORGANIZATIONAL CHART



Information Technologies

RECOMMENDED BUDGET • FY 2019-20

MISSION

Provide reliable, sustainable, modern, flexible, and effective information technology infrastructure to support the business objectives of County departments.

The vision of the Information Technologies staff is a commitment to deliver creative, practical solutions and services in support of the current and future technological needs of El Dorado County.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	2,662	17,850	770	(17,080)
Total Revenue	2,662	17,850	770	(17,080)
Salaries & Benefits	5,207,431	5,627,684	6,068,159	440,475
Services & Supplies	2,841,112	5,000,756	4,010,244	(990,512)
Fixed Assets	597,298	113,500	159,250	45,750
Intrafund Transfers	4,402	12,956	125,636	112,680
Intrafund Abatement	(147,834)	(207,710)	(258,640)	(50,930)
Total Appropriations	8,502,408	10,547,186	10,104,649	(442,537)
FUND 1000 GENERAL FUND TOTAL	8,499,747	10,529,336	10,103,879	(425,457)

MAJOR BUDGET CHANGES

Revenue

(\$17,080) Decrease in Interfund revenue due to anticipated reduction in application program and web support provided to non-General Fund departments. This account should be reviewed along with Intrafund Abatements expense, which represents programming support to General Fund departments.

Appropriations

Salaries and Benefits

\$232,341 Increase due to addition of 1.0 FTE IT Analyst I/II – Server Design & Administration position to provide security support (\$103,223) and the addition of 1.0 FTE Business Systems Analyst I/II (transfer of FTE from the Surveyor’s Office) to provide ongoing maintenance and support for the TRAKIT system (\$129,118).

\$44,487 Net increase for addition of 1.0 FTE Business Systems Analyst I/II (\$129,118), offset by the deletion of 1.0 FTE Sr. IT Technician (\$84,631).

\$16,843 Adjustment to add 1.0 FTE Business Systems Analyst I/II (\$129,118) offset by delete of 1.0 FTE Sr. IT Department Coordinator (\$112,275) for true up of approved overfill.

Information Technologies

RECOMMENDED BUDGET • FY 2019-20

(\$143,133) Decrease due to deletion of vacant limited term 1.0 FTE Program Manager position.

\$280,000 Salary and Benefit adjustments, including step/longevity increases (\$194,000) and increases in CalPERS retirement costs (\$136,378), standby pay (\$10,536) and the County's share of cost for health insurance benefits (\$27,653).

Services and Supplies

(\$568,225) Decrease in maintenance and system support for mainframe hardware and software due to elimination of Mainframe operations.

(\$471,300) Decrease reflecting one-time purchases in FY 2018-19.

\$50,216 Net increase in Professional Services due to increased support for server and VDI environments related to virtual networking implementation (supplemental request \$80,000) offset by reduction in prior year one-time costs (\$29,784).

Fixed Assets

\$134,650 Year three of mission critical network infrastructure in support of data storage, VDI and troubleshooting needs as well as replacement of aging, non-supported equipment.

\$18,000 Replacement of aging servers that are nearing end-of-life.

\$6,660 Refresh for the Granicus system.

Intrafund Transfers

\$113,426 Increase reflecting Central Fiscal administrative service charges, which will be included in Department budgets beginning in FY 2019-20.

Intrafund Abatement

(\$50,930) Increase in intrafund charges for programming support to General Fund departments.

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.

Security Officer

Establishes policies and procedures to ensure County conforms with State, Federal, and local regulations with regard to information security. Develops, promotes and presents security awareness training and education.

Training

Provides county-wide training for a significant number of applications used by employees including Google Apps (G-mail, Calendar, and Documents), Adobe and Microsoft applications.

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. This team continues to have a significant role in the implementation of updated countywide systems which 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 our Voice over IP (VOIP) phone system which includes support for over 2,000 telephones in over 35 locations throughout the County. The unit is responsible for supporting countywide voicemail services, managing E-fax, and coordinating 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 (LANs), 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 VoIP implementation. Works with Facilities on IT related wiring contracts throughout the County. Greater emphasis will be needed as the County moves toward newer technology which will require significantly higher use of network services and support.

Information Technologies

RECOMMENDED BUDGET • FY 2019-20

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, troubleshooting of problems, problem tracking and reporting. The HELP DESK provides first and second level telephone support for PC, server, and enterprise server reported problems.

Technology Research

Provides research and analysis to 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.

Technical Services/Records Management

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. This program will be discontinued when the mainframe is turned off in mid-2019.

Records Management

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

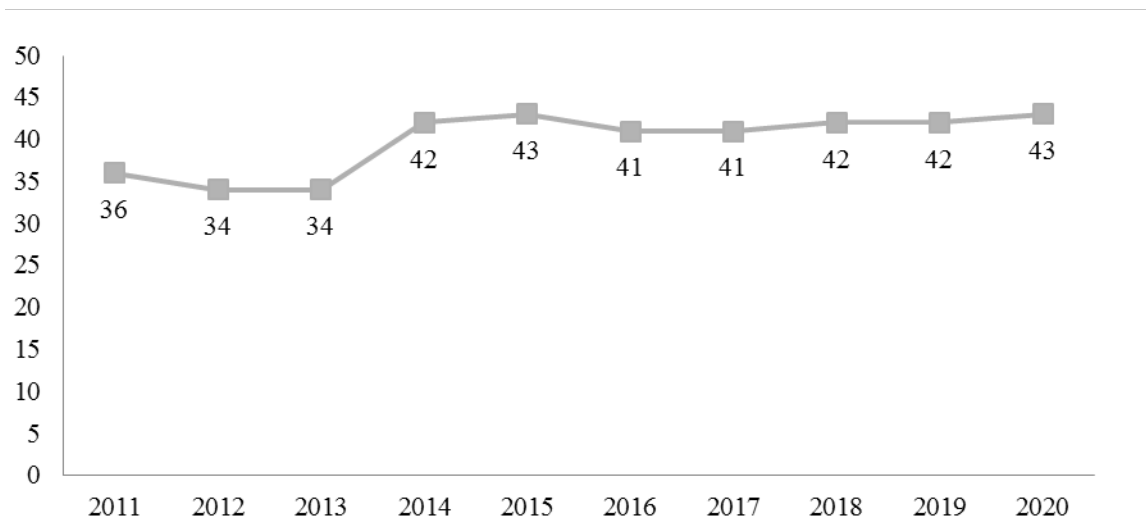
BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Administration	\$ 1,861,086	\$ -	\$ 1,861,086	6.50
Applications & Web Support	\$ 1,558,746	\$ 770	\$ 1,557,976	16.00
Technical Svs./Records Mgmt.	\$ 30,141	\$ -	\$ 30,141	0.50
Network/Server/Desktop Support	\$ 5,923,175	\$ -	\$ 5,923,175	19.00
Communications	\$ 731,501	\$ -	\$ 731,501	1.00
Total	\$ 10,104,649	\$ 770	\$ 10,103,879	43.00

STAFFING TREND

The recommended staffing for Information Technologies is 43.0 FTEs, which is a net increase of 1.0 FTE from the FY 2018-19 Adopted Budget. This includes the addition of 1.0 FTE IT Analyst I/II – Server Design & Administration position to support system security, and the transfer in of a 1.0 FTE from the Surveyor Office to fill a 1.0 FTE Business Systems Analyst I/II position to provide support for the TRAKIT system. A vacant limited term 1.0 FTE Program Manager position will be deleted. Additionally, two add/deletes are also being recommended to align the resources with current business needs: 1.0 FTE Sr. IT Technician and 1.0 FTE Sr. IT Department Coordinator are being deleted and 2.0 FTE Business System Analyst I/IIs are being added. All IT positions are located in Placerville.

There will be further consolidation of IT resources planned in the future, as the County continues to transition to a centralized IT service model.



RECOMMENDED BUDGET

The Budget for Information Technologies is recommended at \$10,104,649, which is a decrease of \$442,537 (4.2%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 100% of the funding for the Information Technologies Department, with partial cost recovery in subsequent years through the A-87 Cost Allocation Plan.

General Fund funding has decreased by \$425,457 (4.0%) when compared to the FY 2018-19 Adopted Budget. The cost decrease is attributed primarily to the deletion of Mainframe operations of \$568,255. Over the past few years the Information Technologies Department has taken on ongoing maintenance and support for the following new systems: Megabyte (County property tax system) \$308,760, Tyler Technologies (MUNIS financial system) \$229,000, and Kronos (timekeeping system) \$173,831. Annual maintenance and support related to the Microsoft Enterprise agreement is included at \$419,046.

The three year implementation of Virtual Desktop Interface (VDI) will finish in FY 2018-19 and this will result in decrease of \$251,300 in FY 2019-20. 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.

Information Technologies

RECOMMENDED BUDGET • FY 2019-20

In addition to the personnel related changes noted in the staffing trend, the Recommended Budget includes funding for supplemental requests of \$230,450, for the continuation of the purchase of mission critical network infrastructure. FY 2019-20 will be the third year of IT infrastructure fixed assets, support and service purchases, and is a reduction from the \$486,700 approved for year two (FY 2018-19) and \$804,500 approved in year one (FY 2017-18). Total supplemental requests for the three-year period are \$1,521,650.

CAO Adjustments

No CAO adjustments were made.

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. Costs are recovered through the A-87 Cost Allocation Plan, which is administered by the Auditor-Controller’s Office.

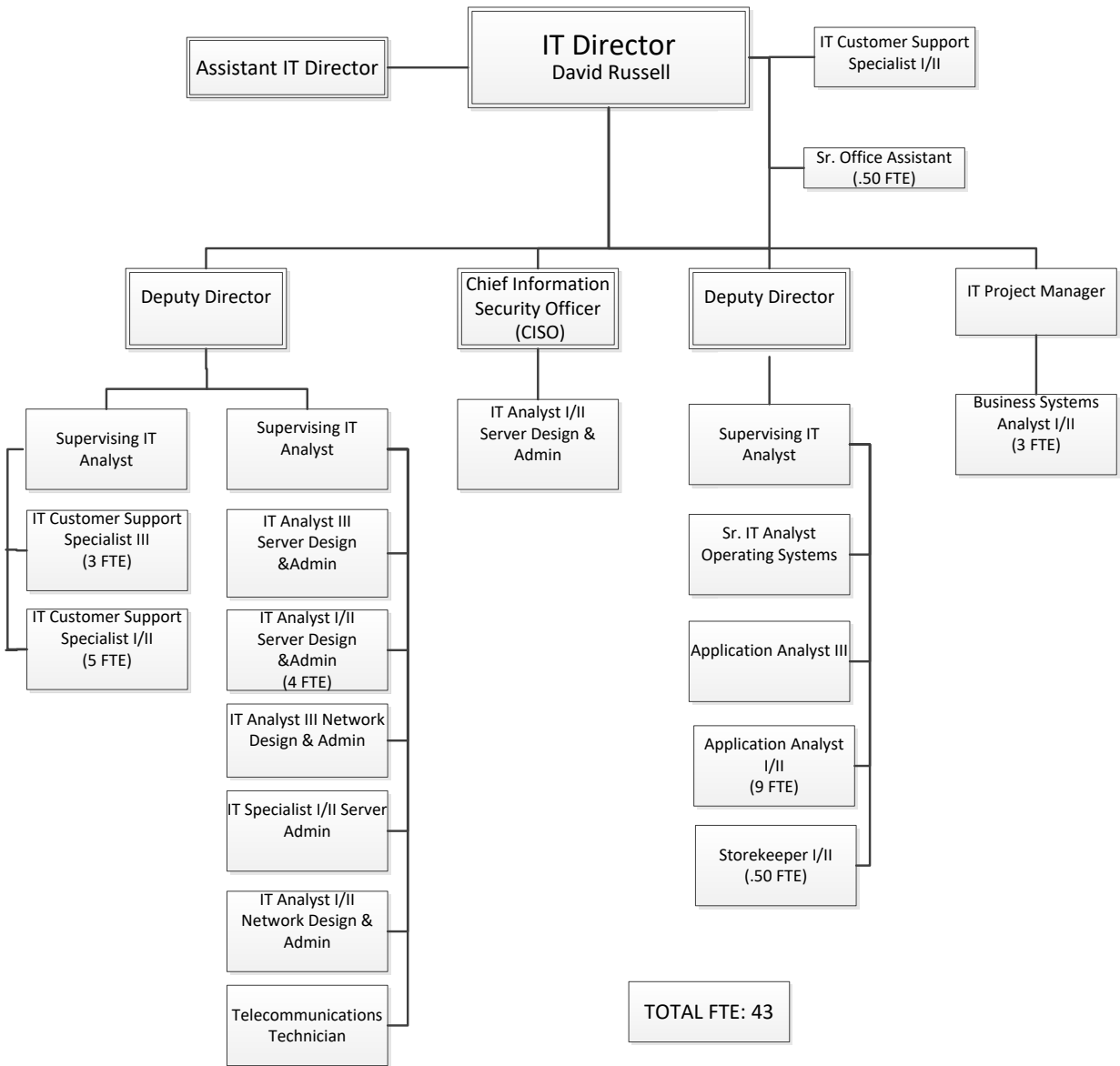
PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Director of Information Technology	1.00	1.00	1.00	-
Applications Analyst I/II	9.00	9.00	9.00	-
Applications Analyst III	1.00	1.00	1.00	-
Assistant Director of Information Technology	1.00	1.00	1.00	-
Business Systems Analyst I/II	-	3.00	3.00	3.00
Chief Information Security Officer	1.00	1.00	1.00	-
Deputy Director of Information Technologies	2.00	2.00	2.00	-
Information Technology Analyst I/II-Network Design & Administration	1.00	1.00	1.00	-
Information Technology Analyst III-Network Design & Administration	1.00	1.00	1.00	-
Information Technology Analyst I/II-Server Design & Administration	4.00	5.00	5.00	1.00
Information Technology Analyst III-Server Design & Administration	1.00	1.00	1.00	-
Information Technology Customer Support Specialist I/II	6.00	6.00	6.00	-
Information Technology Customer Support Specialist III	3.00	3.00	3.00	-
Information Technology Specialist I/II-Server Administration	1.00	1.00	1.00	-
Information Technology Project Manager	1.00	1.00	1.00	-
Information Technology Tech Trainee I/II/Sr.	1.00	-	-	(1.00)
Program Manager (Limited Term)	1.00	-	-	(1.00)
Sr Information Technology Analyst-Operating Systems	1.00	1.00	1.00	-
Sr. Information Technology 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	3.00	3.00	3.00	-
Telecommunications Technician I/II	1.00	1.00	1.00	-
Department Total	42.00	43.00	43.00	1.00

Information Technologies

RECOMMENDED BUDGET • FY 2019-20

ORGANIZATIONAL CHART





MISSION

The *Recorder-Clerk's* mission is to serve each person in our community with dignity, respect, transparency and professionalism. Our vision is to be leaders (by example) in customer satisfaction, employee knowledge and empowerment, and to serve with honesty and integrity.

The County Recorder accepts, records and preserves for permanent record, certain legal documents affecting land title, and vital statistics. The County Recorder also creates and maintains a daily index of these documents for reference, research, and issuance of certified copies.

The County Clerk issues and registers marriage licenses; accepts and indexes Fictitious Business Name statements; files notary bond certificates, powers of attorney, surety bonds, inventory statements, certain environmental documents, and maintains a list of public rosters. The County Clerk registers Professional Photocopiers, Process Servers, Unlawful Detainer Assistants, and Legal Document Assistants.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	149	0	0	0
License, Pmt, Fran	84,898	85,000	80,000	(5,000)
Service Charges	694,869	820,000	690,500	(129,500)
Miscellaneous Rev	424,240	280,000	448,000	168,000
Other Fin Sources	499,764	736,975	481,000	(255,975)
Total Revenue	1,703,920	1,921,975	1,699,500	(222,475)
Salaries & Benefits	1,230,687	1,473,432	1,313,911	(159,521)
Services & Supplies	145,921	418,227	345,863	(72,364)
Intrafund Transfers	10,594	9,524	17,237	7,713
Total Appropriations	1,387,202	1,901,183	1,677,011	(224,172)
FUND 1000 GENERAL FUND TOTAL	(316,717)	(20,792)	(22,489)	(1,697)

MAJOR BUDGET CHANGES

Revenue

Licenses, Permits

(\$5,000) Decrease in Marriage License revenue based on current trend.

Service Charges

(\$129,500) Net decrease in service charges based on decrease in recording fees (\$135,000) offset by increase in fees for CD reproduction (\$5,500).

Recorder-Clerk

RECOMMENDED BUDGET • FY 2019-20

Misc. Revenue

\$168,000 Increase primarily related to SB2, the “Building Homes and Jobs Act” (Government Code 27388.1) which was effective January 1, 2018 and requires a \$75.00 per document fee for recorded documents.

Other Financing Sources

(\$255,975) Decrease in operating transfers from dedicated Special Revenue Funds, based on anticipated use. Prior year transfers included one-time funding for the purchase of a new Recorder-Clerk Management System (\$323,000).

Appropriations

Salaries and Benefits

(\$159,521) Net decrease due primarily to the reduction of 2.0 Full Time Equivalent (FTEs) during FY 2018-19, resulting from department efficiencies with implementation of a new Recorder-Clerk Management System (\$147,000), and a reduction in extra help costs (\$15,460).

Services and Supplies

(\$256,962) Decrease in one-time expenditures related to a new Recorder-Clerk Management System purchased in FY 2018-19.

\$19,200 Increase in vendor payments for auto indexing and redaction that were budgeted in prior years but inadvertently removed in FY 2018-19.

\$90,000 Reconfiguration of Recorder-Clerk office space to make more efficient use of new Recorder-Clerk Management System and staffing, resulting in improved service to clients.

\$50,000 Professional Services related to the Book Restoration and Preservation project, a multi-year effort to maintain historical records from 1850 to 1998, and restore damaged images, in compliance of Government Code 26205.5(d).

\$24,180 Net increases due to adjustments in other expenditure accounts including rent/leases equipment, travel and training, office expense, postage, telephone charges and microfilm imaging service based on spending trend.

Intrafund Transfers

\$7,700 Net increase due to a one-time increase in charges from Facilities for office renovation (\$10,000) offset by a reduction in charges for internal mail service (\$2,122).

PROGRAM SUMMARIES

Recorder

The Recorder is responsible for the examination, recordation, indexing and image retention of all recorded instruments related to real property within the County or as required by statute; collection and distribution of real property documentary transfer tax law; filing of vital records (birth, death and marriage), records of survey, parcel maps, subdivision and assessment maps; and provides certified copies of recorded instruments, maps and vital records upon request.

Clerk

The County Clerk is responsible for the issuance of marriage licenses, performing marriage ceremonies or authorizing one time deputy commissioners. The Clerk is also responsible for filing and maintenance of Fictitious Business Name Statements, registration of Process Servers, Professional Photocopiers, Legal Document and Unlawful Detainer Assistants. (Government Code 27230 – 27297 and the Family Code 400-500 prescribe most of the duties of the Recorder-Clerk.)

PENDING ISSUES

The Recorder will implement a new recording and clerk document system for FY 2019-20. The new system has several paperless features and efficiencies that will save the department time and money. Additionally, microfiche images from 1850 to 1980 are now available digitally, which allows for easy access to these images by other County departments and the public.

The Recommended Budget includes funding for recorder book restoration and preservation along with an office reconfiguration. The book restoration and preservation project will be a 10 year project that will improve current microfiche images, as well as restore pages that have been damaged and preserve the books for future generations. Once the books are fully restored they will be stored in a climate controlled environment. The purpose of the office reconfiguration is to create a large public service area, move all staff into the same area to more efficiently serve the public, and to create an ideal environment for the books.

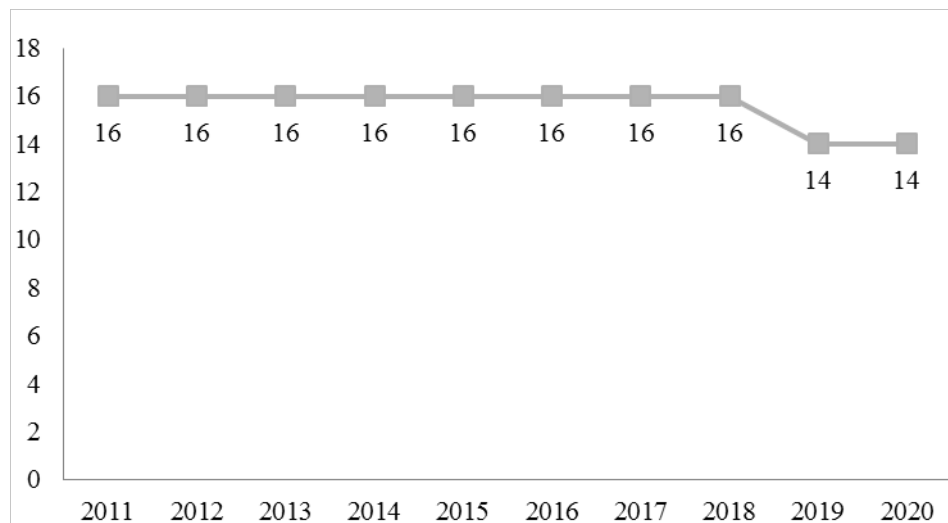
At the end of 2018, the Recorder-Clerk entered into a contract with Clear Source Financial Consulting to conduct a Fee Study. The purpose of the study was to determine the County's cost for providing services including personnel, indirect and overhead costs, supervision, equipment and reasonable fees to recover the cost of providing said services. The Study identified the need to increase fees for Fictitious Business Name Statements, Regular and Confidential Marriage Licenses, and Notary Oath filing. An ordinance to adopt a revised Recorder-Clerk Fee Schedule will be presented to the Board of Supervisors in June or July.

Recorder-Clerk

RECOMMENDED BUDGET • FY 2019-20

STAFFING TREND

The Recommended Budget for Recorder-Clerk is 14 FTEs. This includes a reduction from FY 2018-19 Adopted Budget of 2.0 FTE Microfilm/Imaging Technician positions due to streamlined work processes as a result of the new Recorder-Clerk Management System and digital imaging technology. The proposed staff allocation for FY 2019-20 is 14 with 12 FTEs on the West Slope and 2 FTEs at South Lake Tahoe. Staff located in South Lake Tahoe performs all functions of the Recorder and Clerk with the exception of actual instrument recording.



RECOMMENDED BUDGET

The Recorder-Clerk budget is recommended at \$1,677,011, which is a decrease of \$224,172 (11.8%) when compared to the FY 2018-19 Adopted Budget.

The General Fund cost for this Department is recommended at (\$22,489), a negative number. The General Fund cost is decreasing by \$1,697 when compared to the FY 2018-19 Adopted Budget because the FY 2018-19 Adopted Budget reflected a Net County Cost of (\$20,792). Costs in the Recorder-Clerk Department are substantially offset by Recording Fee revenue, and the Department currently does not require General Fund support.

Two significant supplemental budget requests are recommended:

- \$100,000 Reconfiguration of Recorder-Clerk office space to make more efficient use of new Recorder-Clerk Management System and staffing, resulting in improved service to clients. This is funded by the Modernization Trust Fund.
- \$50,000 The first year of a Book Restoration and Preservation project to maintain historical records from 1850 to 1998, and restore damaged images, in compliance of Government Code 26205.5(d). This is funded by the Micrographics Trust Fund.

CAO Adjustments

No CAO adjustments were made.

Sources & Uses of Funds

The Recorder-Clerk Department is primarily funded by fees and typically has no Net County Cost.

The Recorder-Clerk is responsible for the collection of various fees as outlined below. In Fiscal Year 2017-18, the following revenue was collected:

- \$3,246,648 - Documentary Transfer Tax – collected on the full value of the property being conveyed at a rate of \$1.10 per thousand.
- \$ 118,411 - Real Estate Fraud Fee – collected on every document not included in a sale of real property.
- \$13,960 - Children’s Trust Fund – collected on every certified copy of birth record.
- \$68,103 – Domestic Violence Trust Fund – collected on every marriage license issued.

The Documentary Transfer Tax 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 department to offset expenditures that are appropriate for reimbursement by those funds. The Recommended Budget for FY 2019-20 reflects the following use of the Special Revenue Funds:

\$200,000	Micrographics fund to cover salaries, equipment costs and services associated with the conversion of microfilm documents to digital image. Includes \$50,000 for the first year of the Book Restoration and Preservation project.
\$200,000	Modernization fund to cover salaries, services and supplies, office reconfiguration costs and to help offset the Net County Cost of the Department. Includes \$100,000 for a one-time office reconfiguration.
\$42,750	Electronic Recording Delivery System fund to cover the cost of regulation and oversight of electronic decoding by the Attorney General.
\$25,000	Vital Health Statistics fund used to offset the cost of modernization of vital records management.
\$12,250	Social Security Truncation fund used for efforts to truncate social security numbers in recorded documents. This fee is no longer collected as of January 1, 2018.
\$1,000	Notary fund used for administration of confidential marriages.

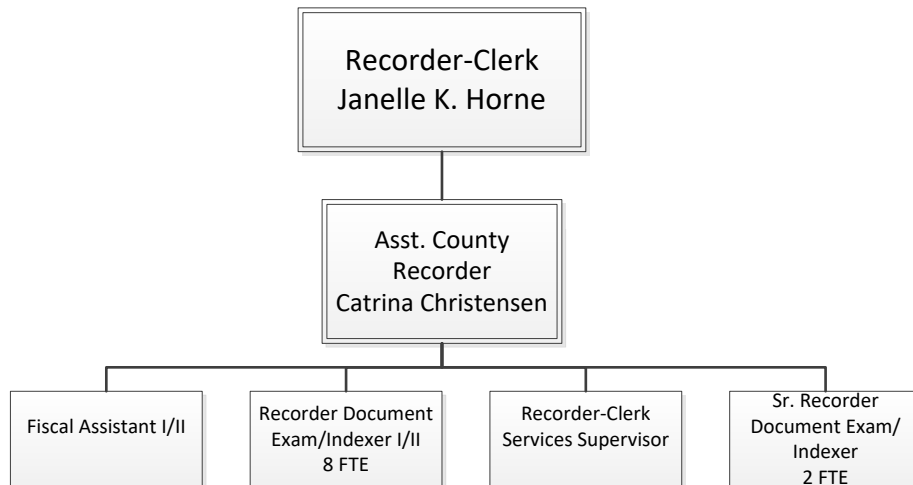
Recorder-Clerk

RECOMMENDED BUDGET • FY 2019-20

PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Recorder-Clerk	1.00	1.00	1.00	-
Assistant County Recorder-Clerk	1.00	1.00	1.00	-
Fiscal Assistant I/II	1.00	1.00	1.00	-
Recorder Document Examiner/Indexer I/II	8.00	8.00	8.00	-
Recorder-Clerk Services Supervisor	1.00	1.00	1.00	-
Sr. Recorder Document Examiner/Indexer	2.00	2.00	2.00	-
Department Total	14.00	14.00	14.00	-

ORGANIZATIONAL CHART



Total FTE: 14

Note: 1 Sr. Rec Doc Ex-Indexer & 1 Rec Doc Ex-Indexer work at the SLT Office

MISSION

The Elections/Registrar of Voters Office provides transparent, fair, and non-partisan election services to all candidates for offices and County residents for Federal, State, City and Special District elections. The Department is responsible for assuring compliance with laws related to the Fair Political Practices Commission (FPPC) and voter outreach programs.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - State	5,224	624,206	1,400,204	775,998
IG Rev - Federal	0	246,633	269,941	23,308
Service Charges	106,013	330,000	125,000	(205,000)
Total Revenue	111,238	1,200,839	1,795,145	594,306
Salaries & Benefits	802,471	875,520	888,617	13,097
Services & Supplies	339,338	1,238,234	1,369,570	131,336
Fixed Assets	0	10,747	0	(10,747)
Other Fin Uses	0	0	757,000	757,000
Intrafund Transfers	3,196	4,482	23,384	18,902
Total Appropriations	1,145,005	2,128,983	3,038,571	909,588
FUND 1000 GENERAL FUND TOTAL	1,033,767	928,144	1,243,426	315,282

MAJOR BUDGET CHANGES

Revenue

Revenue: State Intergovernmental

\$757,000 Increase due to State of California dollar for dollar match for replacement of the voting system. The purchase of a new system is budgeted in the Accumulated Capital Outlay fund for \$1,514,000. This is the 50% state match in revenue (State Assembly Bill 1824).

\$18,998 Increase reflecting accrued interest on Proposition 41 funds budgeted in FY 2018-19 but not spent. Total Proposition 41 funds available \$640,204.

Revenue: Federal Intergovernmental

\$25,000 Increase in Federal Help America Vote Act (HAVA) grant revenue related to the polling place Americans with Disabilities Act (ADA) accessibility training program (HAVA 251) of \$25,000. This grant is typically available each election cycle.

\$5,000 Increase in Federal HAVA grant revenue to improve Cyber Security. This grant for \$25,000 is typically available each election cycle. FY 2018-19 budget was \$20,000.

Registrar of Voters

RECOMMENDED BUDGET • FY 2019-20

Charges for Services

(\$205,000) Decrease in Election Services revenue due to the cyclical nature of elections being consolidated to even election years, and a corresponding decrease in reimbursements for election costs from districts (\$190,000), and decrease in candidate filing fees due to fewer elections (\$15,000).

Appropriations

Salaries and Benefits

\$13,097 Net increase due primarily to an increase in County's share of cost for health care benefits (\$13,487).

Services and Supplies

\$68,296 Increase in postage due to new state legislation requiring return postage for mail-in ballots.

\$45,000 Increase in costs associated with HAVA 251 ADA grant (\$12,500), HAVA Cyber Security grants (\$12,500), and Prop 41 grant (\$18,998), all grant-related increases in expenditures are offset by increases in revenue.

\$14,000 Increase in costs related to upcoming presidential election, primarily in cost of paper and printing for envelopes (\$7,000), and additional party ballots for presidential primary election (\$7,000).

\$4,040 Net increase of various adjustments based on spending trend of actual.

Other Finance Uses

\$757,000 Increase in Operating Transfers Out of State revenue for 50% of the cost for the purchase of a new voting system. The system is budgeted in the Accumulated Capital Outlay fund for \$1,514,000. State Assembly Bill 1824 authorized State funding for 50% of the purchase of a state-certified voting system.

Intrafund Transfers

\$19,000 One-time increase in services from the Surveyor Department for specialized GIS mapping research to support the transition from polling places to Vote Centers.

PROGRAM SUMMARY

The Registrar of Voters/Elections Department 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 (HAVA). The Department provides ballot layout, Sample Ballot Mailer preparation and Vote by Mail preparation and mailing. The Department validates all signatures on ballots received from voters against original registration and provides all security, training of over 500 precinct officers and conducts Voter Outreach and registration sign up to the public.

Fair Political Practices Commission (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 Statement of Economic Interest filers may now use the new online application.

GIS mapping and updating are also provided by the Election staff. 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.

The Registrar of Voters/Elections Department is converting to a new Election Management System with a higher efficiency rate. Since the certification of the Statewide Voter Registration System (VoteCal) the connection between management systems and the State have become very complex. It is the expectation that staff will be able to spend time more efficiently processing voter records and conducting accurate and timely elections.

PENDING ISSUES

The Secretary of State decertified the County's current voting system on February 28, 2019. As a result, the County's current system will not be available for use in the March 4, 2020 Presidential Preference Primary. The Registrar of Voters assembled a team consisting of community and staff members to review the two certified systems and recommend the County purchase one of these for use in the November 2020 election.

The Department received Board approval to move to Vote Centers, in support of Senate Bill 450 –Voters Choice Act, in April of 2019. A voting system utilizing the Vote Center model is estimated to cost approximately 48% less than a precinct model and results in the transition from over 100 precincts to approximately 15 Voter Centers that will be located in all areas of the County. State Assembly Bill 1824 will provide a 50% state funding match up to \$757,000 for a new voting system. The purchase of the system is budgeted in the Accumulated Capital Outlay fund for \$1,514,000; with the County's 50% required match covered by use of Capital Projects reserve funds.

It is anticipated that State grants could provide funding for the implementation of the new voting system as well as the implementation of Voter Centers in the County, beginning with the 2020 elections. Funds are available through State reimbursement, including Proposition 41 Bonds, for Modern Voting Equipment (March 2002) and HAVA 301 program. \$621,206 is available in Proposition 41 funds and \$226,633 is available in HAVA 301 funds. These funds have been included in the Recommended Budget, and are currently recommended to be appropriated in the Special Department Expense line item. If it is confirmed that these funds are eligible to be used to meet the County's required 50% match for the purchase of the new voting system, a recommendation and budget transfer will be brought to the Board for consideration and approval. This could reduce the County's need to use Capital Projects reserve funds to cover the cost of the new voting system.

Registrar of Voters

RECOMMENDED BUDGET • FY 2019-20

Legislative Changes

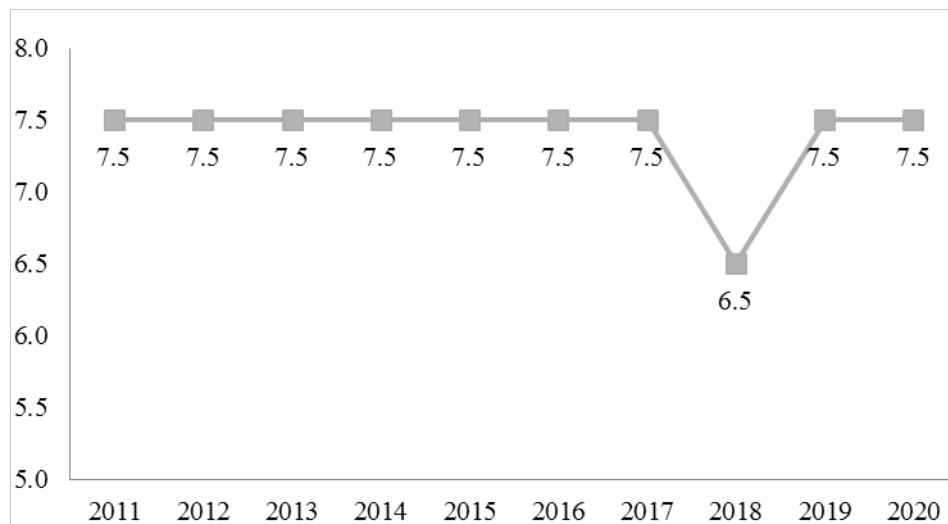
AB 1436 – Conditional Voter Registration (CVR or same day registration):

CVR allows for a registrant to cast a conditional provisional ballot when the registrant delivers to the county elections office a properly executed affidavit of registration during the period from fourteen (14) days prior to Election Day through and including Election Day. In the November 2018 election, this change in legislation created a significant increase in Election Day and post-election work for the department. Voters wishing to Conditionally Register could only do so at the Election Department's Office. The Department is exploring ways to improve the efficiency of processing these registrations.

AB1824 – Provides funding to the County for the replacement of our voting system and implementing Vote Centers. The County has been granted \$757,000 that requires a dollar for dollar match of \$757,000 in County General Fund.

STAFFING TREND

Staffing for the Registrar of Voters/Elections Department over the past ten years has not changed substantially. The proposed staff allocation for FY 2019-20 remains at 7.5 FTEs.



RECOMMENDED BUDGET

This Budget is recommended at \$3,038,571, which is an increase of \$909,588 (42.7%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 41% of the funding for the Department, and is increased by \$315,282 (34%) when compared to the FY 2018-19 Adopted Budget.

The increase in General Fund cost is primarily attributed to the fluctuation in election cycles between odd/even years, with a resulting decrease in billing to districts for the management and handling of their elections in even years (\$205,000). Another significant increase in cost is due to the addition of return postage to all mail ballots, as a result of a state legislative change (\$68,296).

CAO Adjustments

No CAO adjustments were made.

Sources & Uses of Funds

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

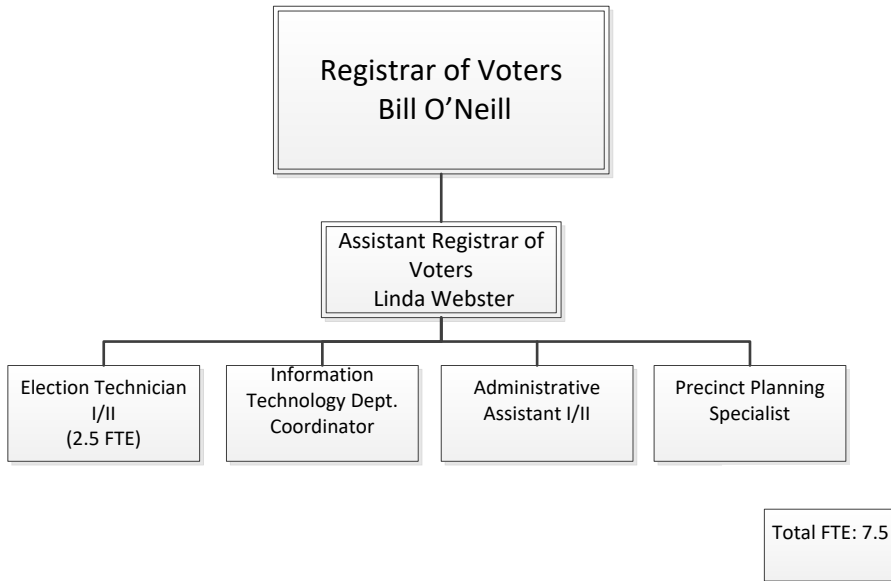
PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Registrar of Voters	1.00	1.00	1.00	-
Administrative Assistant I/II	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	-
Precinct Planning Specialist	1.00	1.00	1.00	-
Department Total	7.50	7.50	7.50	-

Registrar of Voters

RECOMMENDED BUDGET • FY 2019-20

ORGANIZATIONAL CHART



Treasurer-Tax Collector
RECOMMENDED BUDGET • FY 2019 - 20

MISSION

The Treasurer-Tax Collector Department's mission is to effectively manage the financial resources of El Dorado County within our purview, through efficient collections, daily banking, safe and sound investments and exceptional public service.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	411,540	400,000	490,000	90,000
License, Pmt, Fran	488,852	498,315	435,300	(63,015)
Fines & Penalties	55,730	72,000	65,000	(7,000)
Service Charges	877,169	742,000	747,000	5,000
Miscellaneous Rev	171,395	190,480	150,000	(40,480)
Other Fin Sources	245,971	222,700	197,001	(25,699)
Total Revenue	2,250,657	2,125,495	2,084,301	(41,194)
Salaries & Benefits	2,459,474	2,438,654	2,475,939	37,285
Services & Supplies	458,089	526,202	517,313	(8,889)
Fixed Assets	0	40,000	5,247	(34,753)
Other Fin Uses	2,584	3,600	3,600	0
Intrafund Transfers	38,513	44,123	113,324	69,201
Intrafund Abatement	(13,158)	(11,700)	(22,900)	(11,200)
Total Appropriations	2,945,501	3,040,879	3,092,523	51,644
FUND 1000 TREASURER-TAX COLL TOTAL	694,844	915,384	1,008,222	92,838

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	8,358	14,150	5,950	(8,200)
Miscellaneous Rev	6,671	8,700	3,500	(5,200)
Total Revenue	15,028	22,850	9,450	(13,400)
Salaries & Benefits	58,648	38,247	39,210	963
Services & Supplies	6,340	10,860	5,457	(5,403)
Intrafund Abatement	(9,980)	(300)	(2,950)	(2,650)
Total Appropriations	55,007	48,807	41,717	(7,090)
FUND 1000 REVENUE RECOVERY TOTAL	39,979	25,957	32,267	6,310

MAJOR BUDGET CHANGES

Revenue

Taxes

\$90,000 Increase in Transient Occupancy Tax (Hotel/Motel Tax) revenue based on recent trend.

Treasurer-Tax Collector

RECOMMENDED BUDGET • FY 2019 - 20

Licenses, Permits

(\$63,015) Decrease in Vacation Home Rental (VHR) Permit fee revenue due to transfer of function to Planning and Building Department.

Miscellaneous

(\$40,480) Decrease reflecting a downward trend in actual receipts. Revenues from tax sale fees, lien filing fees, returned check fees, and payment plan processing fees have generally declined as the economy has improved.

Operating Transfers

(\$25,699) Decrease in projected revenue from assessment of timeshares.

Appropriations

Salaries and Benefits

\$37,285 Increased CalPERS retirement costs and the County's share of cost for health insurance benefits, offset partially by a reduction in Temporary Employees expense (Extra-Help).

Fixed Assets

(\$34,753) Decrease due to a one-time purchase in FY 2018-19 of a folder-inserter machine.

Intrafund Transfers

\$58,001 Increase primarily due to the transfer of 2.0 FTE IT professionals to the Information Technologies Department. The IT department will charge the Treasurer-Tax Collector for support provided directly to the department.

PROGRAM SUMMARIES

Treasurer

This Division receives and accounts for over one billion dollars in annual deposits and is responsible for the internal controls safeguarding those deposits. Additionally, the Division projects daily liquidity requirements for the County, schools, and outside agencies through analysis of current and historical data to ensure sufficient funds are available for cash flow needs. Funds in surplus of daily cash flow needs are prudently invested in accordance with the County Investment Policy in interest-earning instruments until needed.

Tax Collector

This Division's priorities are to manage the processing, collecting, depositing and accounting of tax receipts while providing exceptional customer service to the public. Other priorities include accounting for defaulted taxes and transfers of delinquent amounts to the defaulted tax rolls. The Tax Collector Division administers both the Transient Occupancy Tax (TOT) and the Business License Ordinances. Finally, the Tax Collector Division conducts the Annual Public Auction Tax Sale.

Treasurer-Tax Collector

RECOMMENDED BUDGET • FY 2019 - 20

Revenue Recovery

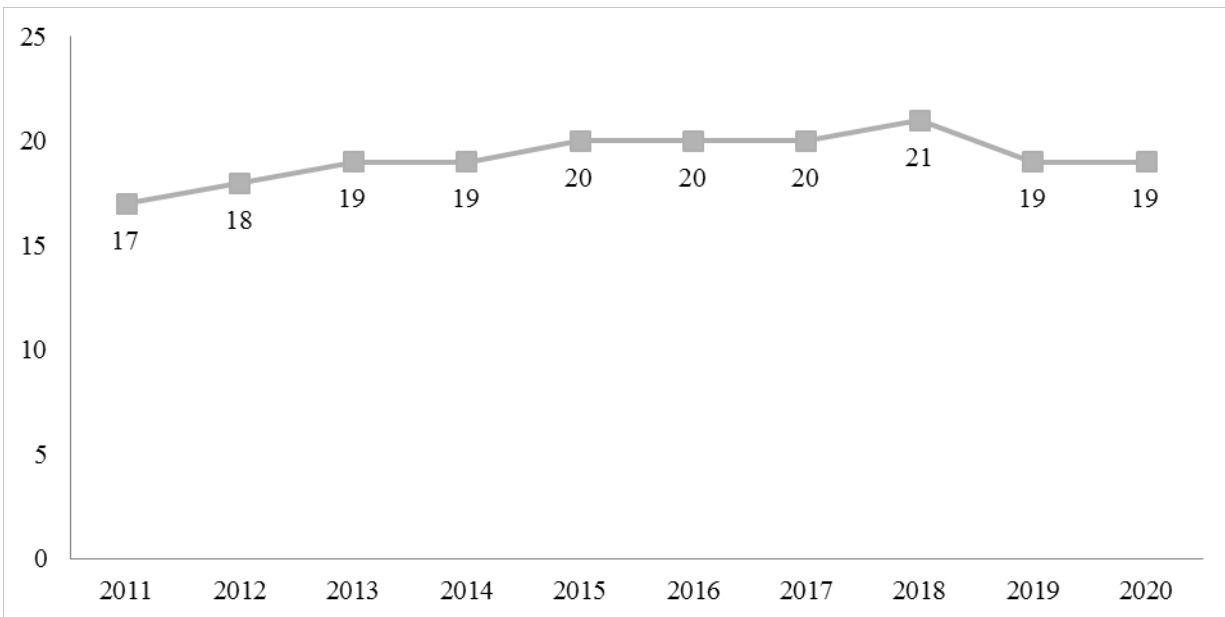
The Revenue Recovery Division is responsible for the enforcement of Board Policy B-4 Collections – Recovery of Public Funds. This Division works to collect debts owed to some County Departments. This function transferred to the Treasurer-Tax Collector’s Office effective in FY 2017-18.

BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Treasurer-Tax Collector	\$ 3,092,523	\$ 2,084,301	\$ 1,008,222	18.5
Revenue Recovery	\$ 41,717	\$ 9,450	\$ 32,267	0.5
Total	\$ 3,134,240	\$ 2,093,751	\$ 1,040,489	19

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 2019-20 is 19 FTEs.



RECOMMENDED BUDGET

This Budget is recommended at \$3,134,240, which is an increase of \$44,544 (1.4%) compared to the FY 2018-19 Adopted Budget. The General Fund provides 33% of the funding for this Department, and is increased by \$99,148 (10.5%) when compared to the FY 2018-19 Adopted Budget.

CAO Adjustments

The CAO recommends no adjustments.

Treasurer-Tax Collector

RECOMMENDED BUDGET • FY 2019 - 20

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. The Department receives a share of the fees charged for the separate assessment of time shares. Finally, the Department receives a portion of the General Fund Transient Occupancy Tax. The balance of the Department expense is funded with discretionary General Fund revenue.

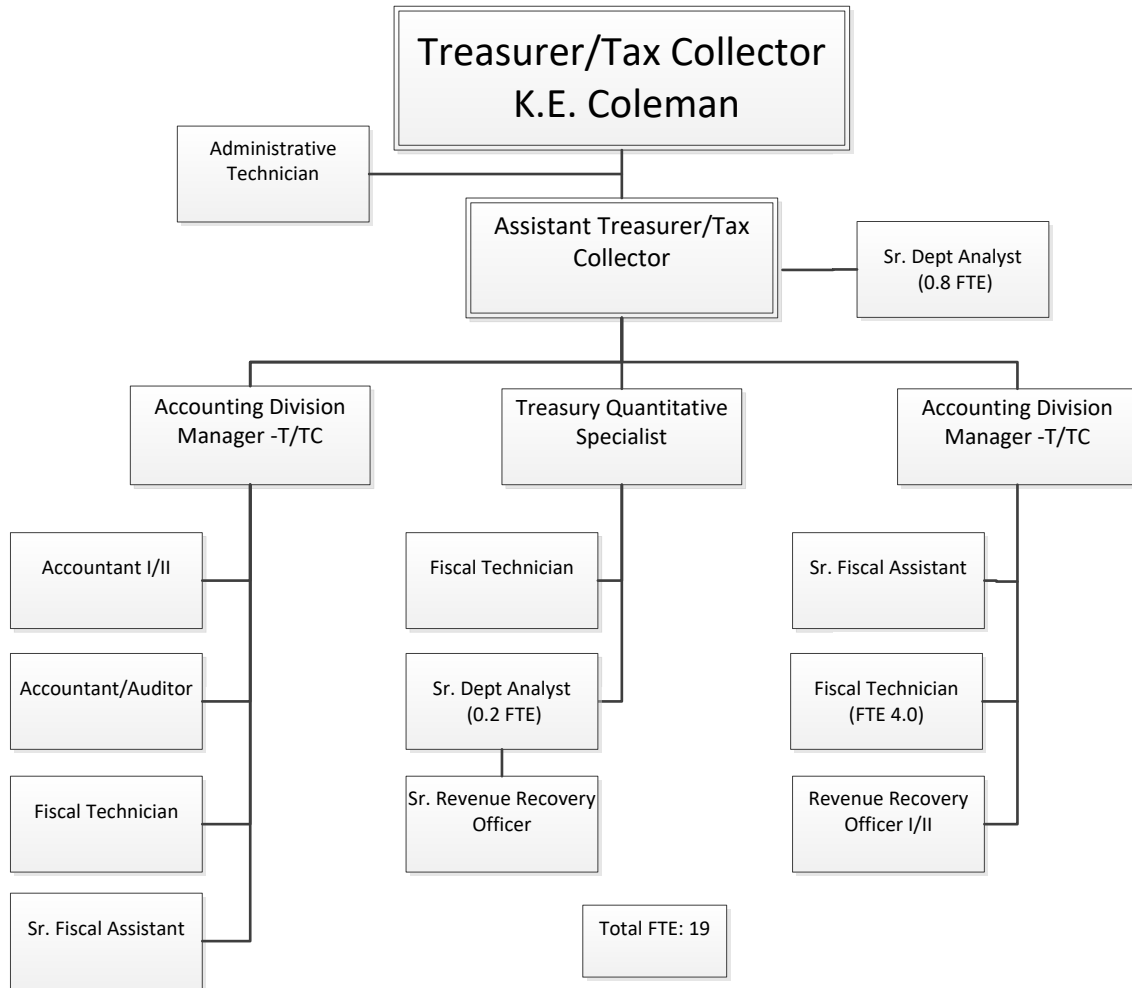
PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 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-T/TC	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 Technician	6.00	6.00	6.00	-
Revenue Recovery Officer I/II	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. Revenue Recovery Officer	1.00	1.00	1.00	-
Treasury Quantitative Specialist	1.00	1.00	1.00	-
Department Total	19.00	19.00	19.00	-

Treasurer-Tax Collector

RECOMMENDED BUDGET • FY 2019 - 20

ORGANIZATIONAL CHART





LAW & JUSTICE

Department	Page	2019-20 Appropriations	2019-20 Revenues	2019-20 NCC	2019-20 Staffing
Court MOE & Indigent Defense	103	2,234,079	901,731	1,332,348	-
District Attorney	107	12,144,441	3,533,572	8,610,869	63.80
Grand Jury	117	82,805	-	82,805	-
Probation	119	18,372,135	7,611,359	10,760,776	114.00
Public Defender	127	4,274,559	444,196	3,830,363	24.00
Sheriff	133	95,637,934	39,608,184	56,029,750	390.00
TOTAL FUNCTIONAL GROUP		132,745,953	52,099,042	80,646,911	591.80

Court Maintenance of Effort (MOE) & Indigent Defense

RECOMMENDED BUDGET • FY 2019 – 20

MISSION

The purpose 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

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalties	353,685	299,191	309,256	10,065
Service Charges	734,346	558,428	588,932	30,504
Miscellaneous Rev	3,369	10,000	3,543	(6,457)
Total Revenue	1,091,400	867,619	901,731	34,112
Services & Supplies	1,327,044	1,220,794	1,135,079	(85,715)
Other Charges	1,093,524	1,069,000	1,099,000	30,000
Total Appropriations	2,420,567	2,289,794	2,234,079	(55,715)
FUND 1000 GENERAL FUND TOTAL	1,329,167	1,422,175	1,332,348	(89,827)

MAJOR BUDGET CHANGES

Revenues

Fines, Forfeitures

\$30,504 Minor increase projected in court traffic fine revenue based on prior year actual receipts

Appropriations

Services and Supplies

(\$85,717) Reduction in the contract with the conflict indigent defense attorney panel of \$98,000, offset by an increase in psychiatric medical services based on prior year actual expenditures

Court Maintenance of Effort (MOE) & Indigent Defense

RECOMMENDED BUDGET • FY 2019 - 20

Maintenance of Effort

\$30,000 Increase due to anticipated increase in court traffic fine revenue, which must be passed along to the State.

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.)

Court Maintenance of Effort (MOE) & Indigent Defense

RECOMMENDED BUDGET • FY 2019 -20

BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Court Facilities	\$ 335,000	\$ -	\$ 335,000	0
Indigent Defense	\$ 1,135,079	\$ 3,543	\$ 1,131,536	0
Maintenance of Effort	\$ 764,000	\$ 898,188	\$ (134,188)	0
Total	\$ 2,234,079	\$ 901,731	\$ 1,332,348	0

RECOMMENDED BUDGET

This Budget is recommended at \$2,234,079, which is a decrease of \$55,715 (2.43%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 60% of the funding for the department, and is decreased by \$89,827 (6.3%) when compared to the FY 2018-19 Adopted Budget. The reduced General Fund support is attributed to a negotiated reduction in the indigent defense conflict panel contract.

Sources & Uses of Funds

The County receives a share of fines, including vehicle and court fines (\$309,256), and fees and penalties, mostly associated with traffic bail and fees for traffic school (\$588,932), which are collected by the Courts.

The required Superior Court Maintenance of Effort is funded with the County's share of the fine and fee revenue that the County receives. The County is required to remit to the State a 50% portion of certain fine and forfeiture revenue received in excess of the base MOE amount. The County's MOE amount is projected at \$764,000 in FY 2019-20.

Indigent Defense is funded entirely from discretionary General Fund revenue.



District Attorney
RECOMMENDED BUDGET • FY 2019 -20

MISSION

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

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalties	7,450	9,000	6,088	(2,912)
IG Rev - State	1,807,802	1,567,047	1,848,618	281,571
IG Rev - Federal	317,540	376,699	917,163	540,464
Service Charges	24,236	30,579	26,781	(3,798)
Miscellaneous Rev	5,199	2,250	3,008	758
Other Fin Sources	700,693	831,767	731,914	(99,853)
Total Revenue	2,862,921	2,817,342	3,533,572	716,230
Salaries & Benefits	8,849,985	9,270,629	10,813,565	1,542,936
Services & Supplies	1,198,206	1,068,257	1,333,074	264,817
Other Charges	6,984	2,420	7,000	4,580
Fixed Assets	27,187	150,000	0	(150,000)
Other Fin Uses	74,484	0	62,856	62,856
Intrafund Transfers	43,230	53,510	300,661	247,151
Intrafund Abatement	(435,979)	(373,761)	(372,715)	1,046
Total Appropriations	9,764,098	10,171,055	12,144,441	1,973,386
FUND 1000 GENERAL FUND TOTAL	6,901,177	7,353,713	8,610,869	1,257,156

MAJOR BUDGET CHANGES

Revenue

State

\$281,571 Public Safety Sales Tax (Proposition 172) revenue is increasing by \$232,635 based on the current trend. The State Office of Emergency Services Victim/Witness program grant funding is increased by \$41,000.

Federal

\$540,464 Increase in grant awards for the Violence Against Women vertical prosecution program and Automobile Insurance Fraud programs from the Federal Office of Emergency Services.

Operating Transfers

(\$99,853) Reduction due to one-time purchases for the Child Advocacy Center funded through a transfer in from the Asset Forfeiture fund in FY 2018-19.

District Attorney

RECOMMENDED BUDGET • FY 2019 -20

Appropriations

Salaries and Benefits

\$1,542,936 Increase due to the addition of allocations during FY 2018-19 related to grant awards, along with charter-mandated increases, negotiated salary increases, and increased costs for CalPERS and the County's share of health insurance premiums.

Services and Supplies

\$264,817 Increases are mainly related to grant-funded programs and are offset by revenue increases.

Fixed Assets

(\$150,000) Decrease due to budgeting in FY 2018-19 for the one-time purchase of a new records management system.

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

Alcohol and Drug Impaired Vertical Prosecution Program

This program is made up of a specialized team of one deputy district attorney, one district attorney investigator and a part-time crime scene reconstruction expert who work closely together to prosecute alcohol and drug impaired driving cases.

A portion of this program is funded through an Office of Traffic Safety grant, which is applied for an awarded on an annual basis.

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) aka The Fausel Hose Child Advocacy Center

The User Agencies comprised of the Sheriff, Placerville Police Department, Health & Human Services Agency 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.

Funding for the Child Advocacy Center program is received through the California Governor's Office of Emergency Services. This grant is applied for and awarded on an annual basis.

Elder Abuse Prosecution

Deputy District Attorneys and Investigators work with the Sheriff's Office, Adult Protective Services and Senior Legal Services 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.

Special Victims Unit - Sexual Assault/Domestic Violence/Violence Against Women

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 as well as specialized cases of violence against women.

These cases are vertically prosecuted due to their extremely sensitive nature. 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.

District Attorney

RECOMMENDED BUDGET • FY 2019 -20

Funding for the Sexual Assault and Violence Against Women program components of the Special Victims Unit is received through the California Governor's Office of Emergency Services. These grants are applied for and awarded on an annual basis.

Welfare Fraud

Deputy District Attorneys and Investigators work with the HHS to pursue the prevention, detection, investigation and prosecution of fraud perpetrated in the course of public assistance benefit issuance.

Funding for this program is reviewed on an annual basis.

Cold Case Homicides

Currently, there are approximately 60 cold case homicides in El Dorado County. In addition, there are approximately 50 missing person cases and 7 sets of unidentified human remains that need to be subjected to DNA testing and Genetic Genealogy testing to see if we can determine who they are. Approximately 75% of the cold case homicides are from the Sheriff's Office jurisdiction and 25% are from the City of South Lake Tahoe. The vast majority of these cases are from the 1970's – 1990's. These figures do not include cold sexual assault cases.

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.

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.

A new component to the Victim Witness program in FY 2018-19 is mass victimization advocacy. Supplemental funding is being received in order to prepare Victim Witness Centers for participation in coordinated community responses to mass victimization/terrorism incidents.

Funding is received through the California Governor's Office of Emergency Services. This grant is applied for and awarded 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 awarded every three years.

District Attorney

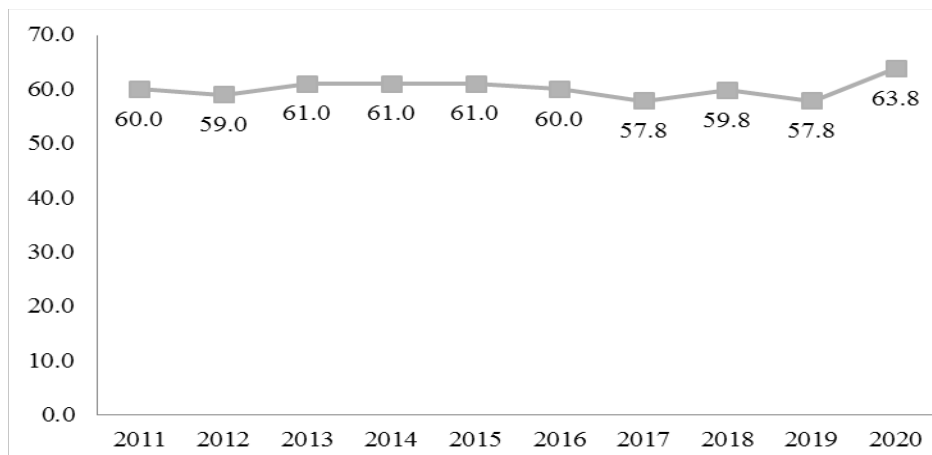
RECOMMENDED BUDGET • FY 2019 -20

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, 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.

STAFFING TREND

Staffing for the District Attorney's Office has remained fairly stable over the last decade. The reduction in FY 2016-17 was related to the transfer of administrative staff to the CAO Central Fiscal Division. The recommended staff allocation for FY 2019-20 is 63.8 FTEs, which includes four allocations that were added during FY 2018-19 when grant funds were awarded two allocations that were added late in the fiscal year related to a reorganization of duties within the Office. It is anticipated that once those allocations have been filled, the District Attorney will identify two allocations to be deleted, bringing the total allocation to 61.8.



RECOMMENDED BUDGET

This Budget is recommended at \$12,144,441, which is an increase of \$1,973,386 (19.4%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 70.9% of the funding for the department, and total General Fund support is increased by \$1,257,156 (17%) when compared to the FY 2018-19 Adopted Budget.

The Recommended Budget includes an increase of \$1,257,156 in General Fund support for the Department. This is attributable to charter-mandated and negotiated salary increases, and increased costs for CalPERS and the County's share of health insurance premiums. Salary and Benefits are increasing by \$1,542,936 in total; however, approximately \$500,000 of this increase is offset by increases in grant revenue. Intrafund Transfers are increasing by \$247,151, to cover the charges from the CAO Central Fiscal Division for administrative and fiscal support provided to the District Attorney.

CAO Adjustments

The Recommended Budget for Salary and Benefits reflects a reduction of \$219,000 to the Department's request.

The Department's request included an increase in Extra Help of \$219,000, primarily to work on cold cases. This has been reduced to \$150,000, equal to the amount budgeted in FY 2018-19.

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 (\$1,187,319), and transfers in revenue from special revenue funds for the Auto Fraud (\$270,728), Workers Compensation Fraud (\$322,428), Proposition 64 (\$11,439), Real Estate Fraud (\$68,225), and Environmental Crimes programs (\$6,356), and Public Safety Realignment Law Enforcement Services fund (\$6,000).

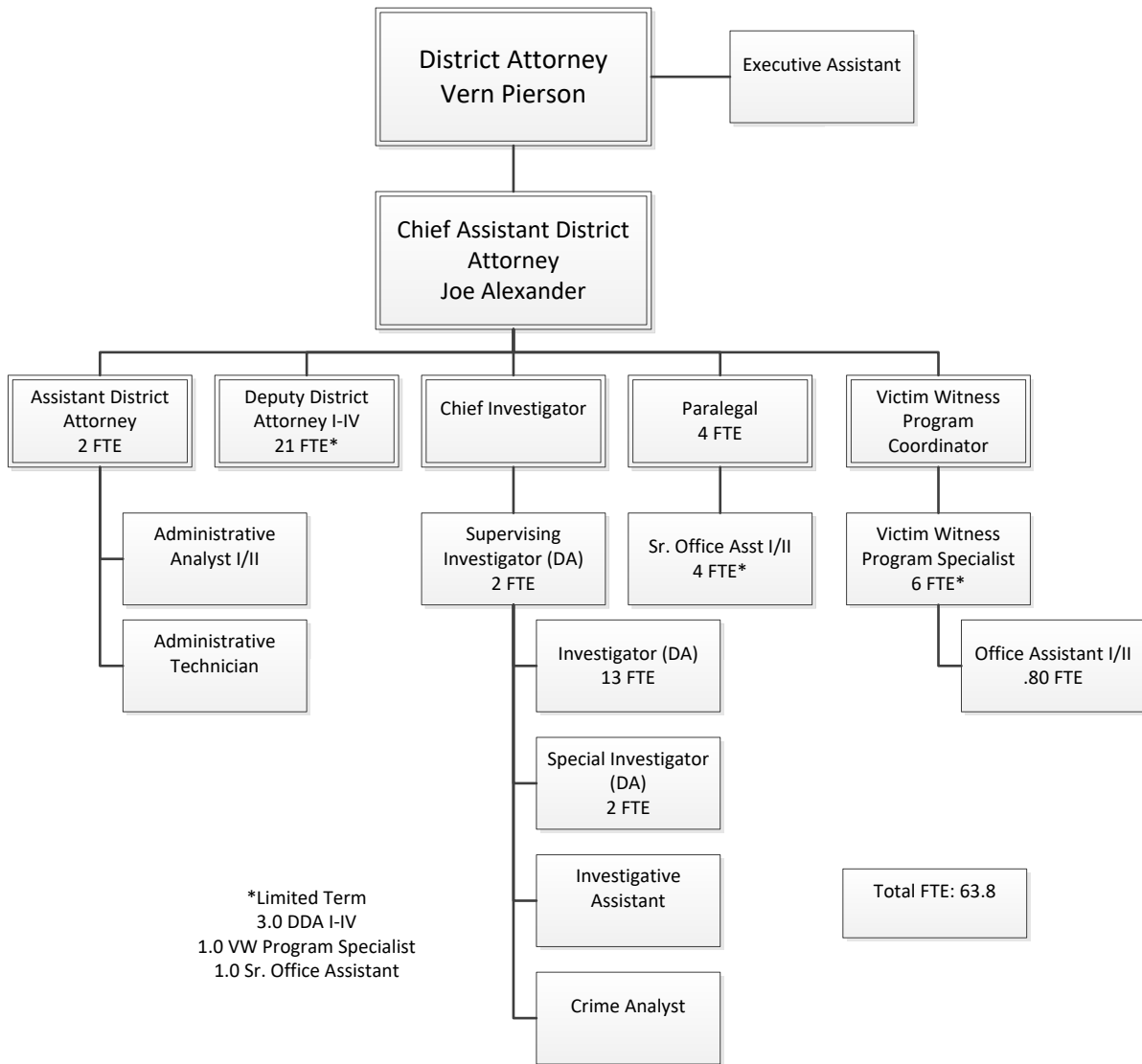
District Attorney

RECOMMENDED BUDGET • FY 2019 -20

PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
District Attorney	1.00	1.00	1.00	-
Administrative Analyst I/II	1.00	1.00	1.00	-
Administrative Technician	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 (District Attorney)	1.00	1.00	1.00	-
Crime Analyst	1.00	1.00	1.00	-
Deputy District Attorney I-IV	18.00	18.00	18.00	-
Deputy District Attorney I-IV - Limited Term	3.00	3.00	3.00	-
Executive Assistant - Law & Justice	1.00	1.00	1.00	-
Investigative Assistant	1.00	1.00	1.00	-
Investigator (District Attorney)	13.00	13.00	13.00	-
Office Assistant I/II	0.80	0.80	0.80	-
Paralegal I/II	4.00	4.00	4.00	-
Special Investigator (District Attorney)	2.00	2.00	2.00	-
Sr. Office Assistant	3.00	3.00	3.00	-
Sr. Office Assistant - Limited Term	1.00	1.00	1.00	-
Supervising Investigator (District Attorney)	2.00	2.00	2.00	-
Victim Witness Program Coordinator	1.00	1.00	1.00	-
Victim Witness Program Specialist	5.00	5.00	5.00	-
Victim Witness Program Specialist - Limited Term	1.00	1.00	1.00	-
Department Total	63.80	63.80	63.80	-

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

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Services & Supplies	66,841	80,612	81,278	666
Intrafund Transfers	2,599	2,272	1,527	(745)
Total Appropriations	69,440	82,884	82,805	(79)
FUND 1000 GENERAL FUND TOTAL	69,440	82,884	82,805	(79)

PROGRAM SUMMARY

The Grand Jury budget reflects those 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. The Grand Jury is impaneled by the Superior Court, and reports to the Court. Per Penal Code Section 931, the County General Fund shall pay all expenses for Grand Jurors incurred in the investigation of County, City, and District Affairs.

RECOMMENDED BUDGET

This Budget is recommended at \$82,805, which is a decrease of \$79 (-0.1%). The General Fund provides 100% of the funding for the Grand Jury 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.



MISSION

The mission of the Probation Department is: Providing public safety through collaborative partnerships and innovative practices in corrections, with accountability and compassion.

The vision of the Probation Department is Safe Communities through Changed Lives.

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

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalties	131	0	0	0
IG Rev - State	2,288,515	1,895,767	2,074,752	178,985
IG Rev - Federal	168,220	244,985	415,351	170,366
Other Gov Agency	59,386	25,000	25,000	0
Service Charges	381,794	285,000	279,500	(5,500)
Miscellaneous Rev	4,590	5,000	4,800	(200)
Other Fin Sources	2,980,290	3,913,632	4,811,956	898,324
Total Revenue	5,882,926	6,369,384	7,611,359	1,241,975
Salaries & Benefits	14,363,210	15,428,572	14,669,805	(758,767)
Services & Supplies	2,395,460	3,283,519	3,383,636	100,117
Other Charges	37,516	79,625	100,625	21,000
Fixed Assets	46,470	20,334	120,700	100,366
Other Fin Uses	170,471	0	0	0
Intrafund Transfers	93,252	48,951	97,369	48,418
Total Appropriations	17,106,380	18,861,001	18,372,135	(488,866)
FUND 1000 GENERAL FUND TOTAL	11,223,454	12,491,617	10,760,776	(1,730,841)

MAJOR BUDGET CHANGES

Revenue

State

\$178,985 Increase mainly to an increase in the Department's share of the Public Safety Sales Tax (Proposition 172) revenue of \$150,000 based on current trend.

Federal

\$170,366 Revenues from the federal government have increased as a result of a grant for the Stepping Up Initiative, approved by the Board of Supervisors. These grant revenues are offset by expenditures in Professional Services and Computer Equipment.

Probation

RECOMMENDED BUDGET • FY 2019 - 20

Operating Transfers

\$898,000 Increase in use of Public Safety Realignment funds, approved by the Community Corrections Partnership (\$360,000), increased use of Supplemental Law Enforcement Services Funds (SLESF) (\$200,000), and the Community Corrections Performance Incentives Fund (CCPIF) (\$150,000).

Appropriations

Salaries and Benefits

(\$758,767) Net reduction due to the closure of the Placerville Juvenile Detention Facility and a related reduction in force approved in FY 2018-19 (\$2,875,778), offset by an increase for the addition of allocations for employees displaced by the reduction in force (\$470,000), and increases in salaries and benefits from collective bargaining, merit increases, CalPERS retirement costs, and the County's share of cost for health insurance in other programs in the department (\$1,647,011).

Services & Supplies

\$100,117 Reduction of \$188,000 related to the closure of the Placerville Juvenile Detention Center offset by increases related primarily to programs funded through Public Safety Realignment, including an apprenticeship program for adult probationers and the Stepping Up Grant.

Fixed Assets

\$100,000 Increase due to one-time requests for video-conferencing equipment (\$30,000), security camera upgrades (\$71,700), replacement of a dishwasher (\$11,000) and refurbishment of tables at the Juvenile Treatment Center (\$8,000).

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

Closure of the Placerville Juvenile Detention Facility was approved in FY 2018-19 by the Board of Supervisors. Operation of the South Lake Tahoe Juvenile Treatment Center continues. This facility is a medium security juvenile detention facility where juveniles await adjudication of cases for delinquent acts, and serve court-ordered dispositions in efforts toward rehabilitation and promotion of public safety. The juvenile detention facility provides mandated services and treatment programs to incarcerated youth. This facility also houses the six month El Dorado County “Challenge” Commitment Program. All facilities within the state 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

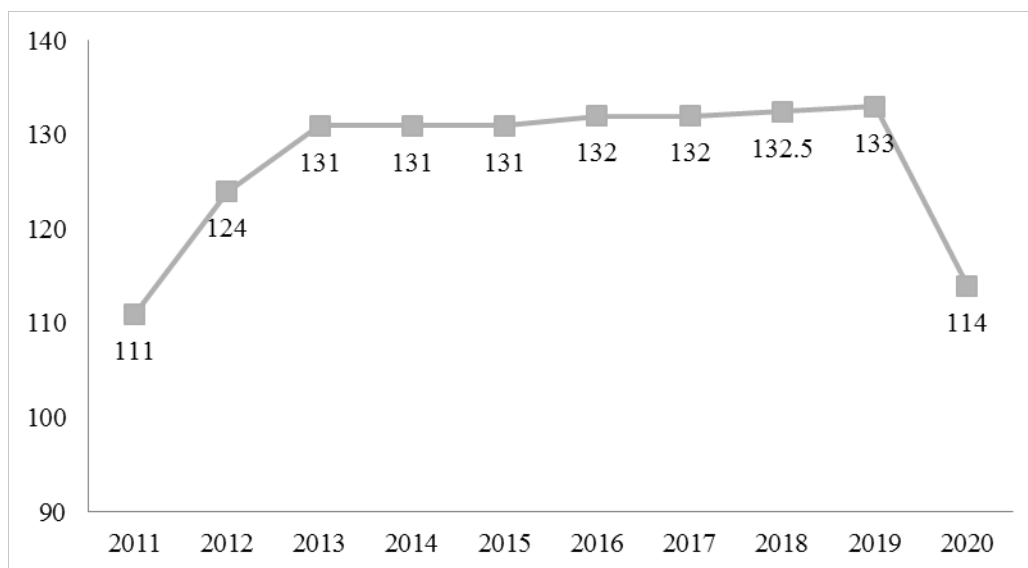
	Appropriations	Revenues	Net County Cost	Staffing
Administration	\$ 5,153,567	\$ 6,913	\$ 5,146,654	25.5
Adult Probation Services	\$ 5,451,646	\$ 3,785,406	\$ 1,666,240	33.5
Juvenile Detention Facilities	\$ 4,766,494	\$ 1,790,278	\$ 2,976,216	34
Juvenile Probation Services	\$ 3,000,428	\$ 2,028,762	\$ 971,666	21
Total	\$ 18,372,135	\$ 7,611,359	\$ 10,760,776	114

Probation

RECOMMENDED BUDGET • FY 2019 - 20

STAFFING TREND

Staffing for the Probation Department increased slightly following 2011 Public Safety Realignment and has been reduced due to the closure of the Placerville Juvenile Detention Center, approved during FY 2018-19. The proposed staff allocation for FY 2019-20 is 114 FTEs, which reflects a net reduction of 18 FTEs related to the closure of the Placerville Juvenile Detention Center and the deletion of one FTE Limited Term Deputy Probation Officer.



RECOMMENDED BUDGET

This Budget is recommended at \$18,372,135, which is a decrease of \$488,866 (2.6%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 58.6% of the funding for the Department, and total General Fund Support is decreased by \$1,730,841 (13.9%) when compared to the FY 2018-19 Adopted Budget.

On February 6, 2019, the Board of Supervisors authorized the construction of a new, 20-bed juvenile treatment center in Placerville funded in part through a grant from the State. The Board also authorized the closure of the current juvenile detention center in Placerville in order to use the operational savings to fund the portion of the facility not covered by the grant. During the closure and construction of the new Placerville facility, the Juvenile Treatment Center in South Lake Tahoe will be the primary destination for El Dorado County juvenile wards. The FY 2019-20 Recommended Budget reduces the department's costs for juvenile detention and treatment services by approximately \$2,500,000; however, due to increases in salaries and benefits from collective bargaining, merit increases, CalPERS retirement costs, and the County's share of cost for health insurance in other programs in the department, and the addition of allocations for employees displaced by the reduction in force that were not placed in allocations elsewhere in the County, the overall reduction in General Fund support is \$1,730,841.

The closure of the Placerville facility necessitated a reduction in force of 23 allocations; however, when authorizing the reduction in force, the Board indicated a desire to find alternate placements for displaced employees. To that end, the Department and Human Resources have worked together to place as many employees as possible in other departments within the County. The Department has requested to add five position allocations to place employees that haven't yet been placed in vacancies within the department or in other departments. The cost of these additions is approximately \$470,000 annually; however, it is expected that as vacancies occur in the department, those allocations will be deleted or remain unfilled in order to maximize savings.

Sources & Uses of Funds

Other than discretionary General Fund tax revenue, the Department's largest sources of revenue is from the State. The Department receives a share of the Public Safety Augmentation Fund (Proposition 172) Sales Tax (\$1,424,783). The Department is also funded with \$2,546,928 in Public Safety Realignment funding. The State also provides some funding for juvenile probation services (\$605,449).

Transfers from special revenue funds include \$399,940 from the Corrections Performance Innovation fund, \$911,000 from the Supplemental Law Enforcement Services Account, and \$541,000 from the Youthful Offender Block Grant fund.

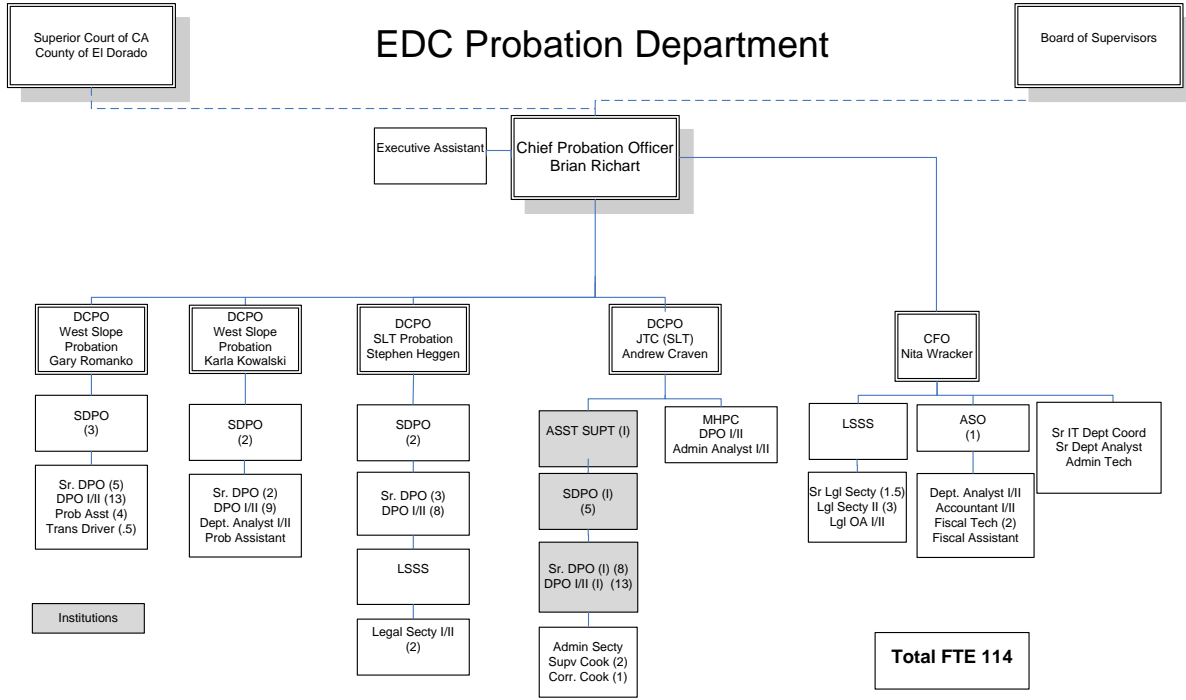
Probation

RECOMMENDED BUDGET • FY 2019 - 20

PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Chief Probation Officer	1.00	1.00	1.00	-
Accountant I/II	1.00	1.00	1.00	-
Administrative Analyst I/II	-	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	-
Administrative Services Officer	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Assistant Superintendent - Institutions	1.00	1.00	1.00	-
Chief Fiscal Officer	1.00	1.00	1.00	-
Correctional Cook	1.00	1.00	1.00	-
Correctional Food Services Supervisor	2.00	2.00	2.00	-
Department Analyst I/II	2.00	2.00	2.00	-
Deputy Chief Probation Officer	4.00	4.00	4.00	-
Deputy Probation Officer I/II	29.00	31.00	31.00	2.00
Deputy Probation Officer I/II - Limited Term	1.00	-	-	(1.00)
Deputy Probation Officer I/II - Institutions	13.00	13.00	13.00	-
Executive Assistant (Law & Justice)	1.00	1.00	1.00	-
Fiscal Assistant I/II	1.00	1.00	1.00	-
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	4.00	5.00	5.00	1.00
Mental Health Program Coordinator II	1.00	1.00	1.00	-
Probation Assistant	3.00	5.00	5.00	2.00
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	2.50	1.50	1.50	(1.00)
Supervising Deputy Probation Officer	8.00	8.00	8.00	-
Supervising Deputy Probation Officer - Institutions	5.00	5.00	5.00	-
Department Total	110.00	114.00	114.00	4.00

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

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - State	337,737	292,576	356,196	63,620
Other Fin Sources	28,530	56,205	88,000	31,795
Total Revenue	366,267	348,781	444,196	95,415
Salaries & Benefits	3,108,327	3,284,541	3,656,006	371,465
Services & Supplies	319,549	382,438	463,217	80,779
Fixed Assets	9,767	0	0	0
Other Fin Uses	0	0	65,000	65,000
Intrafund Transfers	58,045	29,273	90,336	61,063
Total Appropriations	3,495,688	3,696,252	4,274,559	578,307
FUND 1000 GENERAL FUND TOTAL	3,129,422	3,347,471	3,830,363	482,892

MAJOR BUDGET CHANGES

State

\$63,620 Increase in Public Safety Sales Tax Revenue (Proposition 172) based on current trend.

Appropriations

Salaries and Benefits

\$201,465 Increase due to negotiated salary increases, increased CalPERS retirement costs, and the County's share of cost for health insurance benefits.

\$170,000 Increase for recommended addition of one FTE Deputy Public Defender I-IV

Services and Supplies

\$80,779 Increase due mainly to higher costs for General Liability Insurance Premium (\$49,000) and costs of expert witness testimony and professional services needed to defend cases.

Operating Transfers

\$65,000 Increase for a transfer to the ACO fund for security improvements in the South Lake Tahoe Office.

Public Defender

RECOMMENDED BUDGET • FY 2019 - 20

Intrafund Transfers

\$61,063 Increase for Central Fiscal administrative service charges, which will be included in department budgets beginning in FY 2019-20 (\$41,533) and charges for support from the Information Technologies Department for assistance with the case management system.

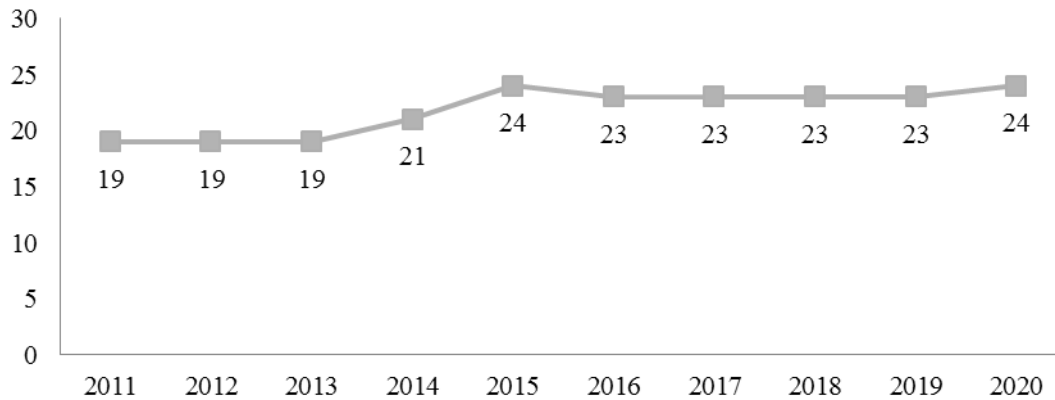
PROGRAM SUMMARY

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, as they 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 Family Wellness Court with the Shingle Springs Band of Miwok Indians. The Department also participates in standing committees, such as the Crisis Intervention Team (CIT), the Community Corrections Partnership (CCP). 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), and those requiring mandatory community supervision (MCS) or post-release community supervision (PRCS);
- Juveniles accused of felonies or misdemeanors whose parents cannot afford private counsel, including both new cases and violations of probation;
- Lanterman-Petris-Short (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; and
- 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.

STAFFING TREND

Staffing for the Public Defender's Office has changed little over the last ten years. The recommended staff allocation for FY 2019-20 is 24 FTEs.



RECOMMENDED BUDGET

This Budget is recommended at \$4,274,559, which is an increase of \$578,307 (15.6%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 89.6% of the funding for the Department, and total General Fund support is increased by \$482,892 (14.4%) when compared to the FY 2018-19 Adopted Budget.

The main component of the General Fund increase is Salaries and Benefits. This is driven in large part by negotiated salary increases, increased CalPERS retirement costs, the County's share of cost for health insurance benefits.

Approximately \$170,000 of the increase is due to the addition of one FTE Deputy Public Defender I-IV. This would be the first increase in attorney staff for the Department since 2009. This addition is recommended to address increased caseloads in the Public Defender's Office. The proliferation of specialty courts, the caseload related to the Psychiatric Health Facility, and significant public safety legislative changes have contributed to the increase in workload in the Department. In addition, the Public Defender has reduced the number of cases on which staff attorneys declare conflicts, keeping more of those cases in the Department. In recognition of the reduced number of conflicts, the contract with the conflict attorney panel has been reduced by approximately \$98,000. This is a General Fund reduction in The Court Maintenance of Effort and Indigent Defense budget that partially offsets the increase in the Public Defender's Office.

The Recommended Budget also includes the deletion of one FTE Sr. Investigator. During the 2018-19 Fiscal Year, the Board approved the addition of one FTE Supervising Investigator as part of a reorganization of the investigative services in the Department, with the understanding that if an internal candidate were selected, the Department would delete the vacated allocation. The reorganization resulted in an annual savings of approximately \$19,000, including the upgrade of this allocation.

CAO Adjustments

No adjustments are recommended.

Public Defender

RECOMMENDED BUDGET • FY 2019 - 20

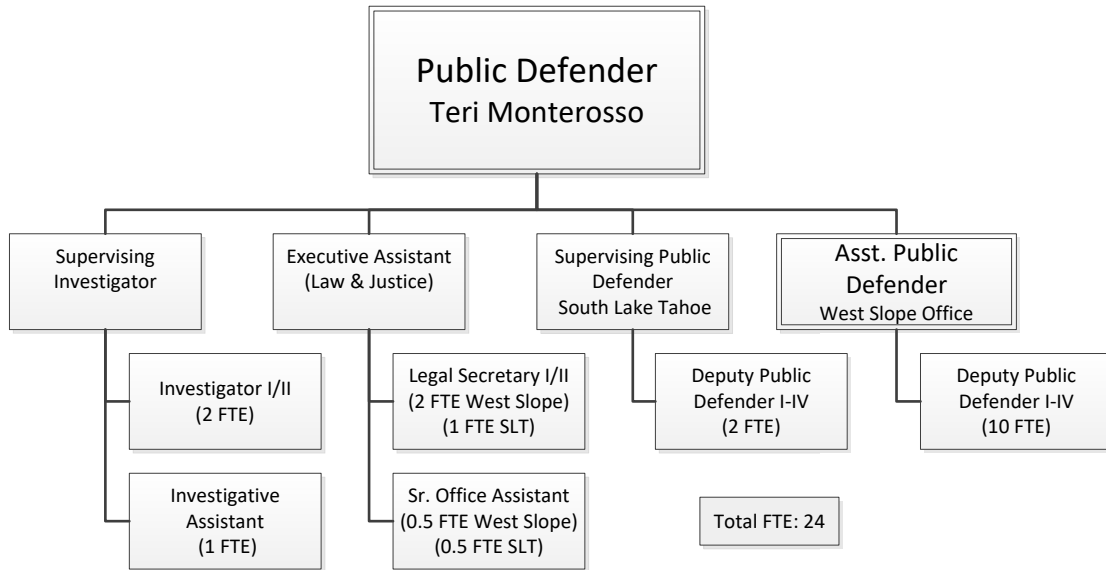
Sources & Uses of Funds

The Department is primarily funded with discretionary General Fund revenue; however, the Department does receive a share of the Public Safety sales tax (\$356,196), as well as funding from Public Safety Realignment (\$36,000). In FY 2019-20, the Realignment funding will be used to fund case management services to assist clients with accessing services, as well as staff training.

PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Public Defender	1.00	1.00	1.00	-
Assistant Public Defender	1.00	1.00	1.00	-
Deputy Public Defender I-IV	11.00	12.00	12.00	1.00
Executive Assistant (Law & Justice)	1.00	1.00	1.00	-
Investigative Assistant	1.00	1.00	1.00	-
Investigator I/II (Public Defender)	2.00	2.00	2.00	-
Legal Secretary I/II	3.00	3.00	3.00	-
Sr. Investigator (Public Defender)	1.00	0.00	0.00	(1.00)
Sr. Office Assistant	1.00	1.00	1.00	-
Supervising Investigator (Public Defender)	1.00	1.00	1.00	-
Supervising Public Defender	1.00	1.00	1.00	-
Department Total	24.00	24.00	24.00	-

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.

The vision of the Sheriff's Office is a modern approach to traditional law enforcement values; total enforcement on crime and criminals and total care for victims, witnesses and the community with professionalism through training and by example.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	123,208	123,208	126,841	3,633
License, Pmt, Fran	139,406	143,700	275,700	132,000
Fines & Penalties	36,513	38,000	40,000	2,000
Rev Use Money/Prop	6,900	9,600	9,600	0
IG Rev - State	8,687,736	16,112,762	28,618,825	12,506,063
IG Rev - Federal	512,526	876,420	940,978	64,558
Other Gov Agency	528,044	500,000	500,000	0
Service Charges	529,842	623,600	643,200	19,600
Miscellaneous Rev	109,805	81,300	40,000	(41,300)
Other Fin Sources	4,998,210	6,746,202	6,824,731	78,529
Total Revenue	15,672,191	25,254,792	38,019,875	12,765,083
Salaries & Benefits	53,917,084	57,081,227	61,218,587	4,137,360
Services & Supplies	8,166,511	10,050,367	10,490,146	439,779
Other Charges	119,528	144,638	241,230	96,592
Fixed Assets	850,713	2,951,004	3,121,900	170,896
Other Fin Uses	277,438	9,388,752	18,824,499	9,435,747
Intrafund Transfers	180,954	111,689	191,463	79,774
Intrafund Abatement	(29,754)	(78,404)	(38,200)	40,204
Total Appropriations	63,482,475	79,649,273	94,049,626	14,400,353
FUND 1000 GENERAL FUND TOTAL	47,810,284	54,394,481	56,029,751	1,635,270

Sheriff

RECOMMENDED BUDGET • FY 2019-20

DEPARTMENT BUDGET SUMMARY (CONT.)

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	16,287	7,000	7,000	0
Miscellaneous Rev	487,401	407,801	0	(407,801)
Fund Balance	0	1,540,309	1,581,309	41,000
Total Revenue	503,688	1,955,110	1,588,309	(366,801)
Services & Supplies	341,665	592,500	626,000	33,500
Contingency	0	1,362,610	962,309	(400,301)
Total Appropriations	341,665	1,955,110	1,588,309	(366,801)
FUND 1118 COMMISSARY TOTAL	(162,023)	0	0	0

MAJOR BUDGET CHANGES

Revenue

State

\$12,506,063 Mainly due to one-time increase in grant funding for the second year of the Placerville Jail expansion project (\$11,142,535), and an increase in Public Safety Sales Tax Revenue (Proposition 172) based on current trend (\$982,543).

Appropriations

Salaries and Benefits

\$4,137,360 Increase due primarily to Charter-mandated salary adjustments, negotiated salary increases, and increased CalPERS retirement costs and the County's share of cost for health insurance benefits. The CAO is recommending a \$1,242,000 reduction from Department's request for Salaries and Benefits. This is equal to the amount reduced from the Department's FY 2018-19 request based on historical savings. If during the fiscal year, the Department is projected to exceed its Salaries and Benefits appropriation, the CAO and Sheriff will return to the Board for a budget transfer.

Services and Supplies

\$439,779 Increase due mainly to vehicle and personal equipment needed for the criminal interdiction team and services and equipment for the Morgue in the Department's new facility.

Fixed Assets

\$170,896 Increase in total appropriation for Fixed Assets is due to the re-budget of \$650,000 in General Fund savings from FY 2018-19 for purchases that were included in the budget and were in progress but not completed in prior to the end of the fiscal year.

Operating Transfers

\$9,435,747 Increase due primarily to the receipt of grant funding from the State that will be transferred to the ACO Fund for the Placerville Jail Expansion project (\$11,142,535), offset by reductions due to one-time transfers out in FY 2018-19 for construction of an intersection for the Public Safety Facility (\$1,242,000) and facility projects at the jails.

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, legislative analysis, Office of Emergency Services State/FEMA Reimbursement Liaison and contract administration.

Custody and Bailiff

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.

Sheriff

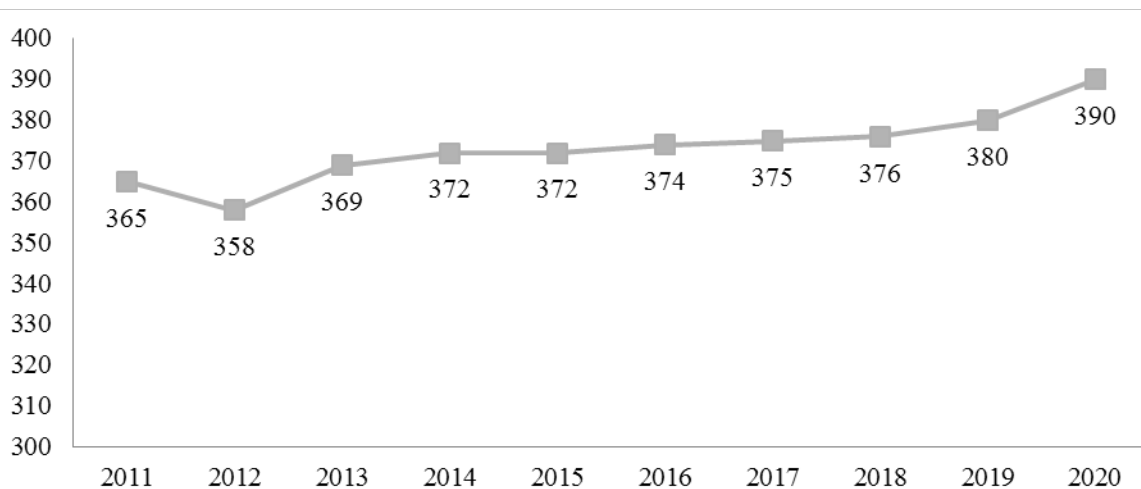
RECOMMENDED BUDGET • FY 2019-20

BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Administration	\$ 3,178,923	\$ 1,070,413	\$ 2,108,510	16
Bailiff	\$ 3,008,007	\$ 3,008,007	\$ -	23
Custody	\$ 36,325,719	\$ 20,459,207	\$ 15,866,512	126
Operations	\$ 37,918,344	\$ 12,503,760	\$ 25,414,584	151
Support Services	\$ 13,618,632	\$ 978,488	\$ 12,640,144	74
Commissary	\$ 1,588,309	\$ 1,588,309	\$ -	0
Total	\$ 95,637,934	\$ 39,608,184	\$ 56,029,750	390

STAFFING TREND

Staffing for the Sheriff's Office declined during the economic recession to a low of 358 FTE. During FY 2018-19, the Board authorized the addition of 4.0 FTE Sheriff's Technicians, funded through Rural Counties revenue and fee increases, and the addition of 2.0 FTE Limited Term Sheriff's Deputies funded through a Tobacco Law Enforcement grant. The proposed staff allocation for FY 2019-20 is 390 FTEs.



RECOMMENDED BUDGET

This Budget is recommended at \$95,637,934, which is an increase of \$14,033,548 (17.2%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 59% of the funding for the department, and total General Fund support is increased by \$1,635,270 (3%) when compared to the FY 2018-19 Adopted Budget.

The largest appropriation increases are in Operating Transfers Out (\$9,435,747), representing a pass-through to the Accumulative Capital Outlay (ACO) fund of State grant funding for the Placerville Jail expansion project. This increase is fully offset by grant revenue. Salaries and Benefits are increasing by \$4,137,360, related to the addition of four allocations for the Criminal Interdiction Team discussed below, Charter-mandated salary increases, negotiations salary increases, and increases in CalPERS retirement costs and the County's share of employee health benefits. This increase is partially offset by an increase in Public Safety Sales Tax Revenue and the use of the Sheriff's Rural Counties special revenue fund for the Criminal Interdiction Team.

Fixed Assets

The Sheriff's total appropriation for Fixed Assets is \$3,121,900, an increase of \$171,000 from FY 2018-19. The Department's General Fund request was \$947,000, a reduction of \$370,500 from FY 2018-19; however, the purchases of a Tahoe patrol boat (\$420,000) and an explosive ordinance disposal vehicle (\$230,000) were not completed in FY 2018-19. This resulted in a savings of \$650,000, which is being rebudgeted to purchase those assets. The Department's total General Fund appropriation for Fixed Assets is \$1,597,000.

CAO Adjustments

The Sheriff's Office requested a total of six (6) new FTEs and the reclassification of one vacant allocation.

Criminal Interdiction Team

The Sheriff anticipates an increase in illegal activity in the county following the legalization of recreational marijuana in the State of California. He requested a Sergeant and three Sheriff's Deputies to form a Criminal Interdiction Team (CIT) at a cost of \$770,000, to combat illegal drug trafficking, gun trafficking, human trafficking, and other criminal activity passing through the county's roadways, airports, and shipping outlets. The Sheriff proposes covering the cost of all four positions using the Rural Counties special revenue fund in FY 2019-20. In FY 2020-21, the fund would cover two Sheriff's Deputies. In FY 2021-22, support from the Rural Counties fund for the team would cease. The CAO supports the addition of the team; however, funding in future years has not yet been identified. It is recommended that the effectiveness of the team be evaluated after the first year to determine whether it is warranted and possible to identify revenue to fund the continuation of the team.

Cannabis

The Sheriff requested two Sheriff's Deputies, at a cost of \$357,000, to assist with enforcing the County's ordinances related to cannabis. These positions are not recommended at this time. Cannabis is a countywide issue, and a working group has been created to analyze the impacts of cannabis in the County and make recommendations on how to allocate resources to mitigate those impacts. Based on that group's work, the CAO will bring forward countywide recommendations, which may include additional personnel in the Sheriff's Office.

Reclassification

During the FY 2018-19 budget process, one FTE Sr. Sheriff's Technician was deleted and replaced with a Sheriff's Technician I/II, in accordance with the Personnel Rules regarding underfilled positions. The Sheriff has requested the deletion of one vacant FTE Sheriff's Technician I/II and the addition of a Sr. Sheriff's Technician in order to restore the ratio of lead staff to line staff. The estimated annual cost increase is \$10,000. Based on Human Resources recommendation, this reclassification is recommended.

Sheriff

RECOMMENDED BUDGET • FY 2019-20

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's Office receives \$500,000 annually as a result of the County's agreement with the Shingle Springs Band of Miwok Indians.

The Sheriff's Office also receives revenue from special revenue funds. The FY 2019-20 Recommended Budget includes the use of \$3,000,000 in revenues from the State of California Trial Court Security Account for court security. This amount may be adjusted with final budget adoption based on ongoing negotiations with the Courts. Other uses of special revenue funds include \$1,449,883 in Public Safety Realignment funding, \$1,019,235 in Rural Counties funding, and moderate amounts from the DOJ Asset Forfeiture fund (\$298,000) and the Supplemental Law Enforcement Services Fund (\$62,750).

The Sheriff's budgeted use of Public Safety Realignment funds is approximately \$1.4 million in FY 2019-20. This includes recovery of 13% of the Office's overhead costs, which is not full recovery of overhead costs and results in a General Fund subsidy of approximately \$587,000 for these activities. It should be noted that the total FY 2019-20 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, if Public Safety Realignment fund balance is exhausted and related revenues do not increase, it may be necessary to reduce or restructure services, or consider an increase to the General Fund subsidy to the programs.

The Inmate Welfare fund is budgeted at \$1,588,309, which includes \$626,500 in Services and Supplies for the benefit and educational needs of inmates and the operation of a commissary, and \$962,309 in appropriation for contingency.

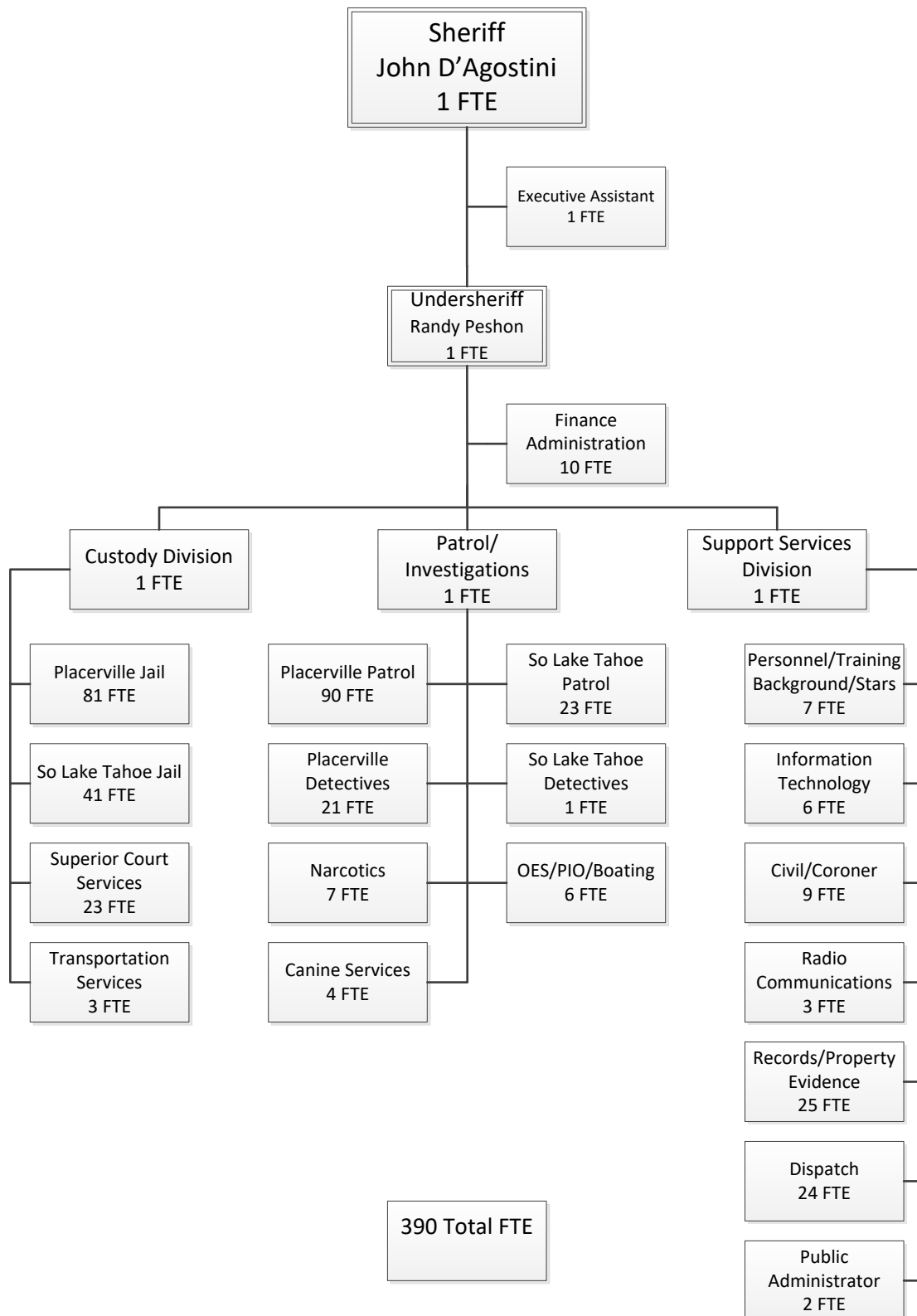
PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Sheriff/Public Administrator/Coroner	1.00	1.00	1.00	-
Administrative Analyst	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	-
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	1.00	1.00	1.00	-
Department Systems Analyst	5.00	5.00	5.00	-
Deputy Sheriff I/II	135.00	140.00	138.00	3.00
Deputy Sheriff I/II (Limited Term)	3.00	3.00	3.00	-
Detention Aide	4.00	4.00	4.00	-
Executive Assistant - Law & Justice	1.00	1.00	1.00	-
Fiscal Assistant I/II	1.00	1.00	1.00	-
Human Resource Technician	1.00	1.00	1.00	-
Public Safety Dispatcher I/II	17.00	17.00	17.00	-
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	3.00	3.00	3.00	-
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	26.00	26.00	1.00
Sheriff's Property/Evidence Technician	3.00	3.00	3.00	-
Sheriff's Property/Evidence Technician Supervisor	1.00	1.00	1.00	-
Sheriff's Support Services Manager	1.00	1.00	1.00	-
Sheriff's Technician I/II	35.00	34.00	34.00	(1.00)
Sheriff's Training Coordinator	1.00	1.00	1.00	-
Sr. Administrative Analyst	1.00	1.00	1.00	-
Sr. Public Safety Dispatcher	3.00	3.00	3.00	-
Sr. Sheriff's Technician	4.00	5.00	5.00	1.00
Supervising Public Safety Dispatcher	4.00	4.00	4.00	-
Undersheriff	1.00	1.00	1.00	-
Department Total	386.00	392.00	390.00	4.00

Sheriff

RECOMMENDED BUDGET • FY 2019-20

ORGANIZATIONAL CHART



LAND USE & DEVELOPMENT SERVICES

Department	Page	2019-20 Appropriations	2019-20 Revenues	2019-20 NCC	2019-20 Staffing
Agricultural Commissioner	141	1,549,045	991,177	557,868	11.00
Environmental Management	147	8,818,480	8,818,480	-	30.00
Fish and Game	155	34,936	34,936	-	-
Planning and Building	157	18,097,202	11,844,971	6,252,231	80.00
Surveyor	167	1,718,469	171,130	1,547,339	12.00
Transportation	171	129,811,868	129,747,725	64,143	155.00
TOTAL FUNCTIONAL GROUP		160,030,000	151,608,419	8,421,581	288.00

Agricultural Commissioner
RECOMMENDED BUDGET • FY 2019 - 20

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

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	321,359	125,945	125,945	0
Rev Use Money/Prop	40	300	300	0
IG Rev - State	430,955	619,840	792,812	172,972
IG Rev - Federal	6,305	34,417	0	(34,417)
Other Gov Agency	28,727	28,727	60,727	32,000
Service Charges	14,116	29,193	11,193	(18,000)
Miscellaneous Rev	249	200	200	0
Total Revenue	801,752	838,622	991,177	152,555
Salaries & Benefits	1,179,692	1,185,951	1,242,554	56,603
Services & Supplies	170,132	203,992	290,460	86,468
Other Charges	2,079	3,000	3,000	0
Fixed Assets	0	0	9,983	9,983
Intrafund Transfers	3,065	3,548	3,048	(500)
Total Appropriations	1,354,968	1,396,491	1,549,045	152,554
FUND 1000 GENERAL FUND TOTAL	553,217	557,869	557,868	(1)

MAJOR BUDGET CHANGES

Revenue

- \$8,018 Increase in Alpine County portion of Unclaimed Gas Tax.
- \$163,344 Increase in reimbursement for Unclaimed Gas Tax.
- (\$19,000) Decrease in Small Farm inspection fees for El Dorado Irrigation District based on a reduced number of anticipated inspections for the fiscal year, which are assessed on a three-year cycle.

Appropriations

- (\$56,604) Decrease in Salary and Benefits expenses due to staff retirement, offset by an increase in Limited Term Employee costs to be funded by Unclaimed Gas Tax.
- \$29,936 Increase in Services and Supplies primarily for the purchase of a program through the California Agricultural Commissioners and Sealers Association that will provide time keeping, expense tracking, and vehicle mileage tracking.

Agricultural Commissioner

RECOMMENDED BUDGET • FY 2019 – 20

\$14,000 Increase in Services and Supplies for ESRI geographic information system (GIS) licensing, previously budgeted in the Surveyor's Office.

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 on 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.

- Pest Exclusion - plant protection and quarantine;
- Pest Detection - early detection of exotic pests using insect detection traps;
- 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;
- 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 (4) and limited term employees (1) for Pest Management programs;
- Vertebrate Pest Management - advice on rodent control;
- Integrated Pest Management - emphasizes preventive methods that provide economical, long-term solutions to pest problems;
- Nursery and Seed inspections -- protecting customers and growers;
- Apiary Registration & Inspections - 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;
- Fresh Fruit, Nut, and Vegetable, Honey Quality Control and Egg Quality Control – enforcement of quality standards protecting the consumer;

Agricultural Commissioner

RECOMMENDED BUDGET • FY 2019 - 20

- 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;
- Organic Producers – The Department is the local enforcement agency concerning the registration, investigation of complaints and auditing of organic producers and handlers; and
- 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 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, as well as through 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.

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

Agricultural Commissioner

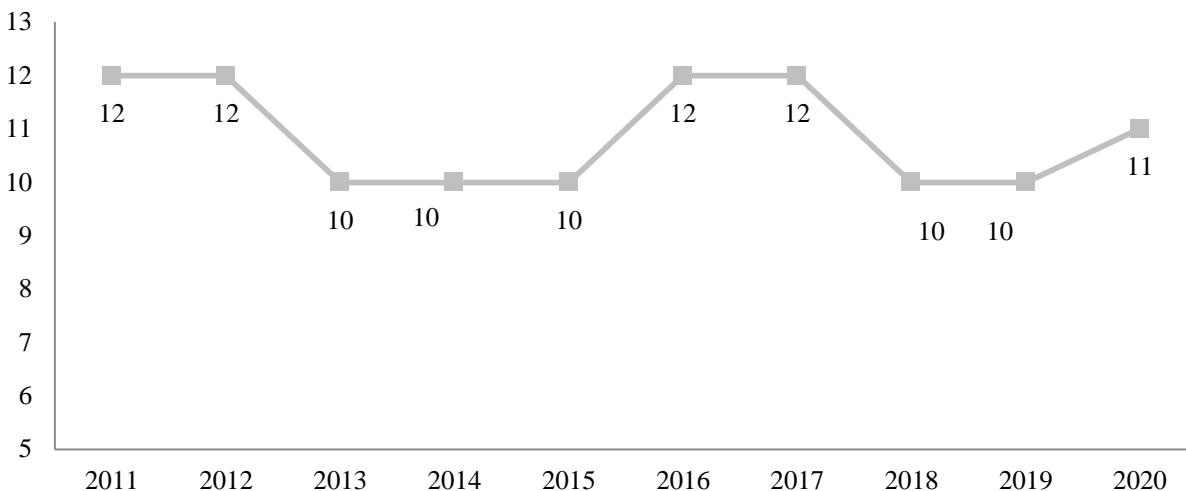
RECOMMENDED BUDGET • FY 2019 – 20

Agriculture and California Fish and Wildlife. Wildlife Services is 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.

STAFFING TREND

Staffing for the Agriculture Department has decreased slightly over the past several years. Depending on need, the Department has added Limited-Term positions. Due to increased Unclaimed Gas Tax Revenue expected for 2019-20, a limited-term Agriculture Biology Technician has been recommended. The Department's positions have increased to 11 FTEs.



RECOMMENDED BUDGET

This Budget is recommended at \$1,396,491, which is an increase of \$152,554 (10.9%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 36% of the funding for the department and has decreased by \$1 (0%).

CAO Adjustments

No CAO adjustments are recommended.

Sources & Uses of Funds

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

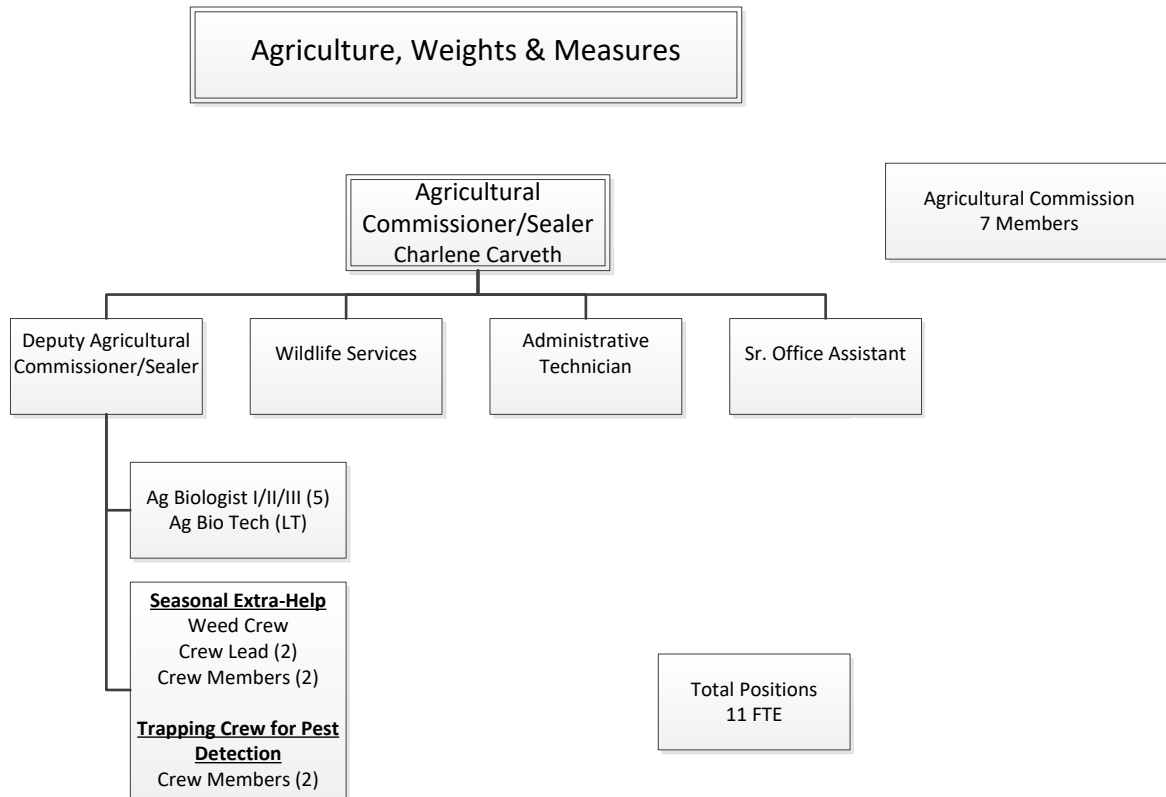
Agricultural Commissioner

RECOMMENDED BUDGET • FY 2019 - 20

PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Agriculture Commissioner and Sealer of Weights and Measures	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Agriculture Biologist/Standards Inspector I/II/III	5.00	5.00	5.00	-
Agriculture Biologist Technician - Limited Term	-	1.00	1.00	1.00
Deputy Agriculture Commissioner, Sealer of Weights and Measures	1.00	1.00	1.00	-
Sr. Office Assistant	1.00	1.00	1.00	-
Wildlife Specialist	1.00	1.00	1.00	-
Department Total	10.00	11.00	11.00	1.00

ORGANIZATIONAL CHART





Environmental Management

RECOMMENDED BUDGET • FY 2019 - 20

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

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	1,260,284	1,020,172	1,170,989	150,817
IG Rev - Federal	0	10,000	3,000	(7,000)
Service Charges	381,360	659,514	533,173	(126,341)
Miscellaneous Rev	1,012	0	0	0
Other Fin Sources	783,886	1,142,517	700,024	(442,493)
Total Revenue	2,426,542	2,832,203	2,407,186	(425,017)
Salaries & Benefits	2,014,814	2,083,557	2,030,074	(53,483)
Services & Supplies	160,562	210,980	180,299	(30,681)
Other Charges	316	224,888	300	(224,588)
Intrafund Transfers	246,961	351,950	344,626	(7,324)
Intrafund Abatement	0	(39,172)	(148,113)	(108,941)
Total Appropriations	2,422,653	2,832,203	2,407,186	(425,017)
FUND 1000 GENERAL FUND TOTAL	(3,890)	0	0	0

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	421,978	402,700	385,159	(17,541)
Fines & Penalties	2,225	2,586	2,586	0
Rev Use Money/Prop	25,201	9,050	24,250	15,200
IG Rev - State	4,093	4,100	4,100	0
Other Gov Agency	5,923	5,620	5,923	303
Service Charges	342,934	353,324	350,750	(2,574)
Miscellaneous Rev	836	0	0	0
Total Revenue	803,191	777,380	772,768	(4,612)
Salaries & Benefits	116,819	231,536	290,571	59,035
Services & Supplies	39,809	57,506	69,457	11,951
Other Charges	278,520	337,607	347,740	10,133
Fixed Assets	0	0	65,000	65,000
Contingency	0	150,731	0	(150,731)
Total Appropriations	435,148	777,380	772,768	(4,612)
FUND 1353 County Service Area #3 TOTAL	(368,042)	0	0	0

Environmental Management

RECOMMENDED BUDGET • FY 2019 - 20

DEPARTMENT BUDGET SUMMARY (CONT.)

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	101,341	107,994	0	(107,994)
Fines & Penalties	14,923	7,774	6,331	(1,443)
Rev Use Money/Prop	119,823	52,149	107,291	55,142
IG Rev - State	95,900	194,549	533,600	339,051
IG Rev - Federal	0	3,000	0	(3,000)
Service Charges	2,854,060	3,073,487	2,908,825	(164,662)
Other Fin Sources	72,396	157,972	139,587	(18,385)
Fund Balance	0	3,678,910	1,722,088	(1,956,822)
Total Revenue	3,258,442	7,275,835	5,417,722	(1,858,113)
Salaries & Benefits	1,332,384	1,224,169	1,552,272	328,103
Services & Supplies	1,227,287	2,659,557	2,327,762	(331,795)
Other Charges	475,456	762,807	737,090	(25,717)
Fixed Assets	121,737	394,000	197,200	(196,800)
Other Fin Uses	950,565	1,320,506	527,753	(792,753)
Intrafund Transfers	182,289	454,717	420,882	(33,835)
Intrafund Abatement	(181,850)	(454,717)	(420,882)	33,835
Contingency	0	864,796	25,645	(839,151)
Reserves Budgetary	0	50,000	50,000	0
Total Appropriations	4,107,866	7,275,835	5,417,722	(1,858,113)
FUND 1360 County Service Area #10 TOTAL	849,424	0	0	0

MAJOR BUDGET CHANGES

Revenue

- \$150,817 Increase in Licenses and Permit revenue due to an increase in construction permit revenue, health permits, and well permits based on anticipated activity in the coming fiscal year.
- (\$107,994) Decrease in Garbage Franchise fees previously budgeted for the Stormwater Program in Long Range Planning.
- \$274,051 Increase to State Revenue in CSA #10, due mostly to a new Food Waste Prevention Grant (+\$274,051) in partnership with the Food Bank of El Dorado County.
- (\$921,045) Decrease in the Environmental Management Administration operating transfers in due to a change in budgeting methodology; revenues are now shown in each division or program budget rather than as revenue in Administration.
- (\$234,236) Reduction in CSA #10 Solid Waste service charges due to a change in methodology for Environmental Management Staff time, where salary and benefit costs have been budgeted in the programs they are working, eliminating the need for interfund transfers within the Department.
- (\$1,906,982) Decrease in use of fund balance compared to FY 2018-19.

Environmental Management

RECOMMENDED BUDGET • FY 2019 - 20

Appropriations

\$136,738	Increase in temporary employees costs for seasonal extra help Vector Technicians, the jail Work Program Officer, a Waste Management Technician, and paid student intern(s) based on available funding and projects to be completed over the course of the fiscal year.
\$333,655	Overall salary and benefits increase, primarily in CSA #10 programs, offset by decreases in other Environmental Management programs.
(\$278,218)	Decrease in CSA 10 - Solid Waste Professional Services contracts due to completion of storm damage FEMA related work at Union Mine Landfill, grant funding and work for the fiscal year, offset by increases to Liquid Waste and Hazardous Waste programs.
\$84,000	Increase in liquid waste utility appropriations in CSA #10 Liquid Waste due to anticipated Waste Water Treatment Plant electricity charges.
\$55,000	Increase to Special Department Expenses for Hazardous Waste Oil Payment Program grant outreach supplies and equipment expenses, offset by state grant funding for this program.
\$255,000	Increase to CSA 10 - Solid Waste non-County contributions due to a new Food Waste Prevention Grant in partnership with the Food Bank of El Dorado County.
(\$196,800)	Decrease in fixed asset expenditures mostly due to the completion of the CSA #10 Borrow Excavation Project (-\$131,800), and offset by Liquid Waste equipment needs.

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 (EMD). Effective July 1, 2019, all costs associated with providing Administrative/General Support to the other EMD programs will be offset through direct charges to those programs.

South Lake Tahoe Vector Control (CSA #3)

The South Lake Tahoe Vector Control program carries out activities for the control of mosquitoes, plague, Hantavirus, and yellow jackets in the South Lake Tahoe Basin on a seasonal basis. 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-through 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.

Environmental Management

RECOMMENDED BUDGET • FY 2019 - 20

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 Debris Ordinance (C&D) and Solid Waste Management Ordinance, operates Union Mine Landfill, and provides regulatory services at other landfill sites in the County. This program promotes various recycling programs through grants, including food recovery and diversion from landfilling, beverage container recycling, waste tire enforcement, and used tire collection and disposal. This program also includes the West Slope Litter Abatement program which provides for the removal of roadside litter, administration of and response to solid waste complaints, procurement of grants to fund litter abatement activities, and prosecution of litter or illegal dumping violations.

This program further 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 comes from special assessments on improved parcels (ongoing), funding from the Department Transportation for roadside litter abatement, Material Recovery Facility (west slope) landfill tipping fees, 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. Appropriations associated with these grants are also one time in nature.

Household Hazardous Waste/Incident Response (CSA #10)

The Household Hazardous Waste program administers the countywide household hazardous waste collection and disposal program, including the operation of a household hazardous waste drop-off facility, grant activities that promote education and safe recycling related to used and refined oil, as well as recycling of electronic waste, universal waste and waste oil and latex based paints. The program operates the hazardous materials incident response team, which includes response to incidents involving hazardous materials and functions as the County's first responder to all emergencies involving the release or threatened release of hazardous materials. Program revenue comes from special assessments on improved parcels (ongoing) within the County. There are one-time funding sources identified within the Household Hazardous Waste program that are grant funded. Appropriations associated with these grants are also one time in nature.

Liquid Waste (CSA #10)

The Liquid Waste program operates the Union Mine Wastewater Treatment Facility. This facility annually accepts and processes up to 5.8 million gallons of septic tank waste (septage), portable toilet waste, and leachate generated from the Union Mine Landfill. The facility comprises a two 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 2,000,000-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 comes 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 Management

RECOMMENDED BUDGET • FY 2019 - 20

Environmental Health

The Environmental Health program is responsible for ensuring countywide compliance with applicable state laws, regulations, and County Ordinances concerning many fundamental environmental public health components, such as food facilities, food safety training, public swimming pools/spas, wells, small water systems and septic systems. This program participates in epidemiological investigation and emerging pathogen response such as foodborne illnesses, norovirus outbreaks and West Nile Virus. Other components of the program activities relate to the reduction in mosquito breeding sources on the West Slope (seasonal) that may impose a threat of West Nile Virus and other diseases carried by mosquitoes and addressing program related public complaints. Revenue generated in this program comes from 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 or generate hazardous waste countywide. Activities include underground and above ground storage tank inspections, California Accidental Release Program (CalARP), hazardous materials and hazardous waste management, and response to hazardous materials release incidents at fixed facilities. Revenue generated in this program comes from 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

	Appropriations	Revenues	Net County Cost	Staffing
Administration/General Support	\$ 159,435	\$ 159,435	\$ -	2
Environmental Management	\$ 2,247,751	\$ 2,247,751	\$ -	14.5
Hazardous Waste Management Plan	\$ 2,035	\$ 2,035	\$ -	
Meyers landfill	\$ 15,000	\$ 15,000	\$ -	
Phillips 66 Settlement	\$ 92,197	\$ 92,197	\$ -	
Oil Payment Program Grant	\$ 106,952	\$ 106,952	\$ -	
UPA Enforcement Penalties	\$ 4,620	\$ 4,620	\$ -	
South Lake Tahoe Vector Control (CSA #3)	\$ 537,568	\$ 537,568	\$ -	2
South Lake Tahoe City Snow Removal (CSA #3)	\$ 235,200	\$ 235,200	\$ -	
Solid Waste (CSA #10)	\$ 3,442,028	\$ 3,442,028	\$ -	9.5
South Lake Tahoe Solid Waste (CSA #10)	\$ 102,620	\$ 102,620	\$ -	
Liquid Waste (CSA #10)	\$ 1,262,647	\$ 1,262,647	\$ -	2
Household Hazardous Waste (CSA #10)	\$ 532,640	\$ 532,640	\$ -	
South Lake Tahoe Litter Abatement (CSA #10)	\$ 27,787	\$ 27,787	\$ -	
Union Mine Closure (CSA #10)	\$ 50,000	\$ 50,000	\$ -	
Total	\$ 8,818,480	\$ 8,818,480	\$ -	30

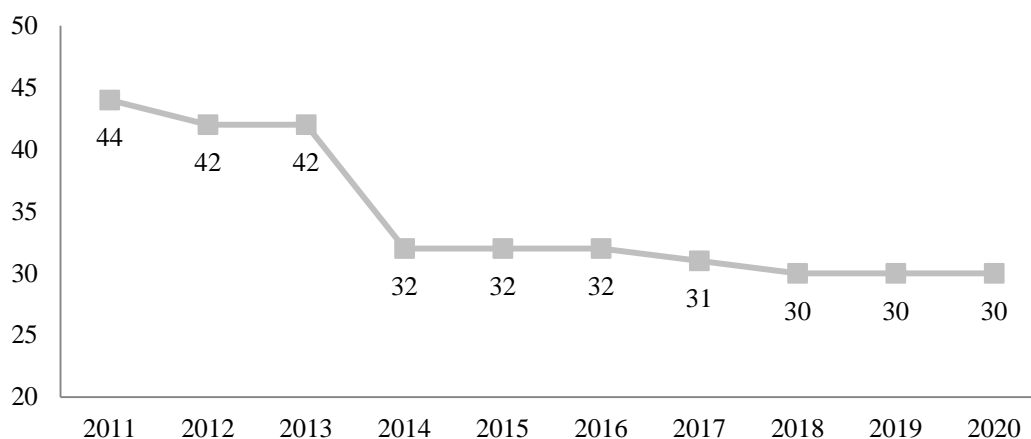
This Budget Summary by Program Table includes detail on Special Revenue Funds that are not included in the Department Budget Summary. These Special Revenue Funds are restricted or committed to expenditure for specified purposes, and are expended by the Department. For more information on these funds see the Special Revenue Funds tab of the Recommended Budget.

Environmental Management

RECOMMENDED BUDGET • FY 2019 - 20

STAFFING TREND

Staffing for the Environmental Management Department has decreased over the past several years. A total of 7.0 Administration staff were moved from Environmental Management to the CDA Administration and Finance Division in 2014. The requested staff allocation for FY 2019-20 is 30 FTEs, which is the same total number as recommended in FY 2018-19.



RECOMMENDED BUDGET

The General Fund budget for Environmental Management is recommended at \$2,407,186, which is a decrease of \$425,017 (15%) when compared to the FY 2018-19 Approved Budget. 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).

The Special Revenue Fund budget for Environmental Management is recommended at \$6,411,294, which is a decrease of \$1,855,052 (-22%) when compared for the FY 2018-19 Adopted 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). The decrease in the budget can be primarily linked to a reduction in fund balance (savings) to fund operations.

CAO Adjustments

There were no adjustments made to the Department's budget request.

Environmental Management

RECOMMENDED BUDGET • FY 2019 - 20

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).

PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Director of Environmental Management	1.00	1.00	1.00	-
Administrative Analyst I/II	1.00	1.00	1.00	-
Development Aide I/II	1.00	1.00	1.00	-
Development Technician I/II	3.00	3.00	3.00	-
Disposal Site Supervisor	1.00	1.00	1.00	-
Environmental Management Manager	2.00	2.00	2.00	-
Environmental Health Specialist I/II	6.00	6.00	6.00	-
Environmental Health Specialist III	1.00	1.00	1.00	-
Geologist	1.00	1.00	1.00	-
Hazardous Material/Recycling Specialist	2.00	2.00	2.00	-
Hazardous Material/Recycling Technician	1.00	1.00	1.00	-
Solid Waste Technician	2.00	2.00	2.00	-
Supervising Environmental Health Specialist	3.00	3.00	3.00	-
Supervising Waste Specialist	1.00	1.00	1.00	-
Vector Control Technician I/II (Limited Term)	2.00	2.00	2.00	-
Waste Mangement Technician I/II/III	2.00	2.00	2.00	-
Department Total	30.00	30.00	30.00	-

Environmental Management

RECOMMENDED BUDGET • FY 2019 - 20

ORGANIZATIONAL CHART

Environmental Management Department	
Director of Envir Mgmt	1.00
Admin Analyst II	1.00
Unit Allocations	2.00

Haz Mat/Solid Waste	
Manager	1.00
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
Geologist	1.00
Dev Aide I/II	1.00
Unit Allocations	12.00

Environmental Health - PVL	
Manager	1.00
Supv Env Hth Spec	1.00
Env Hlth Spec I/II	4.00
Dev Tech II	2.00
Environmental Health - SLT	
Supv Env Hth Spec	1.00
Env Hlth Spec I/II	1.00
Dev Tech II	1.00
<i>Vector Ctrl Tech-LT</i>	2.00
Unit Allocations	13.00

Union Mine Disposal Site	
Disposal Site Supv	1.00
Waste Mgmt Tech	2.00
Unit Allocations	3.00

Total Allocation	30.00
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Fish & Game Commission
RECOMMENDED BUDGET • FY 2019 - 20

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

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalties	2,954	5,000	5,000	0
Rev Use Money/Prop	232	0	0	0
Other Fin Sources	15,000	0	0	0
Fund Balance	0	29,936	29,936	0
Total Revenue	18,186	34,936	34,936	0
Services & Supplies	10,429	25,000	25,000	0
Contingency	0	9,936	9,936	0
Total Appropriations	10,429	34,936	34,936	0
FUND 1106 FISH & GAME TOTAL	(7,757)	0	0	0

MAJOR BUDGET CHANGES

There are no major budget changes for Fiscal Year 2019-20.

RECOMMENDED BUDGET

This Budget is recommended at \$34,936, which is the same as the FY 2018-19 Adopted Budget. The General Fund has provided contributions in amounts ranging from \$12,000 to \$20,000 in prior years. No General Fund contribution is recommended for FY 2019-20 due to the availability of fund balance.

The Recommended Budget is a status quo budget that maintains existing programs and services at their current level.

CAO Adjustments

There are no further CAO adjustments recommended.

Sources & Uses of Funds

This budget is made up of \$5,000 in fines and penalties and \$29,936 in program savings from the special revenue fund for the Fish and Game Commission. During FY 2019-20, \$25,000 will be spent on special projects and expenses related to the conservation of fish and game. It is recommended that \$9,939 be appropriated for contingency.



Planning and Building
RECOMMENDED BUDGET • FY 2019 - 20

MISSION

The mission of the Planning and Building Department 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 and future generations.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	6,501,605	7,053,637	6,612,500	(441,137)
IG Rev - State	999,955	665,000	1,110,000	445,000
IG Rev - Federal	0	0	0	0
Service Charges	1,473,783	1,235,696	1,364,454	128,758
Miscellaneous Rev	184,608	982,000	977,671	(4,329)
Other Fin Sources	233,503	600,994	407,000	(193,994)
Total Revenue	9,393,454	10,537,327	10,471,625	(65,702)
Salaries & Benefits	6,978,969	7,845,180	9,049,361	1,204,181
Services & Supplies	1,248,227	3,150,779	5,343,737	2,192,958
Other Charges	702,585	260,695	229,686	(31,009)
Fixed Assets	0	35,000	47,000	12,000
Other Fin Uses	24,623	105,000	0	(105,000)
Intrafund Transfers	3,851,773	3,744,782	3,699,131	(45,651)
Intrafund Abatement	(1,680,383)	(1,605,650)	(1,645,059)	(39,409)
Total Appropriations	11,125,794	13,535,786	16,723,856	3,188,070
FUND 1000 GENERAL FUND TOTAL	1,732,340	2,998,459	6,252,231	3,253,772

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	35,945	46,774	48,324	1,550
IG Rev - Federal	0	316,000	321,000	5,000
Service Charges	20,279	26,637	0	(26,637)
Miscellaneous Rev	2,902	150	150	0
Other Fin Sources	318,280	349,622	350,000	378
Fund Balance	0	166,907	163,872	(3,035)
Total Revenue	377,405	906,090	883,346	(22,744)
Salaries & Benefits	123,878	130,267	82,780	(47,487)
Services & Supplies	281,678	854,901	777,432	(77,469)
Other Charges	16,854	68,787	23,134	(45,653)
Intrafund Transfers	289,739	765,492	766,142	650
Intrafund Abatement	(289,739)	(765,492)	(766,142)	(650)
Contingency	0	2,135	0	(2,135)
Total Appropriations	422,410	1,056,090	883,346	(172,744)
FUND 1108 HOUSING, COMMUNITY & ECONC DEV TOTAL	45,005	150,000	0	(150,000)

Planning and Building

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MAJOR BUDGET CHANGES

Revenue

- (\$441,137) Decrease in construction permit revenue due to a decline in Residential permit activity in the Building Division (-\$494,600) estimated in the upcoming fiscal year, partially offset by anticipated increases in Commercial and Industrial activity.
- (\$351,000) Decrease in Miscellaneous revenues and reimbursements due to fewer charges to developers for staff and consultant work on environmental impact reports related to new development.

Appropriations

- \$1,204,182 Net increase in Salaries and Benefits, mostly due to the transfer of the Economic Development program from the Chief Administrative Office to the Planning and Building Department and the addition of staff for Code Enforcement and Vacation Home Rental Ordinance implementation.
- \$1,180,290 Increase in Professional and Specialized Services reflecting new professional services contracts for Current Planning (+\$200,000), Long Range Planning (+\$65,500), Code Enforcement (+\$222,000) and the transfer of those for the Economic Development program (+\$818,690), offset by reductions in Building (-\$125,900).
- \$100,000 Increase in Legal Services in Long Range Planning due to the impending implementation of SB 743, which requires amending the CEQA Guidelines to provide an alternative to Level of Service for evaluating transportation impacts.
- \$66,509 Increase in Memberships primarily due to the addition of Economic Development Program to the Planning and Building budget.
- \$640,000 Increase in Special Projects due to the addition of the Economic Development Program to the Planning and Building budget. This line item is for the Economic Development Opportunity grants.
- (\$105,000) Decrease in Operating Transfers to the Fleet Services unit, reduced from the prior year due to the purchase of two new vehicles in FY 2018-19.

PROGRAM SUMMARIES

Administration

Administration provides executive leadership and oversight for the Planning and Building Department. The Director's salary cost is allocated to the other units in the Department, so the remaining expenditures are general support costs for Planning and Building operations.

Building Division

The Building Division is a regulatory agency mandated by The State of California to enforce laws and regulations to assure healthy, safe, sustainable, and accessible buildings and grounds in our community. The Division's philosophy is to be compassionate, efficient, and customer friendly public servants who always strive to reduce the burden on our customers.

The Building Division provides building and grading permit review, issuance, and inspection services for all unincorporated areas of El Dorado County. The Division regulates building construction from application through final inspection to ensure fire, life-safety for code compliance. Permit types include residential and non-residential buildings, grading, repair, alteration and miscellaneous activities.

Additionally the Division provides services for other agencies; such as, California Title 14 enforcement for each County Fire District and through a Memorandum of Understanding with the Tahoe Regional Planning Agency (TRPA) provides services to include plan review and enforcement of all TRPA regulations and standards.

In addition, the Division is responsible to maintain official permanent records of all permitting activities. The Division provides support and assistance to various agencies such as, Economic Development, Code Enforcement, Utility Districts, Community Services Districts, Planning, Transportation, and Environmental Management Departments.

The State of California requires the Division establish fees to offset the cost of enforcement activities. These revenues are obtained through permit and administration fees. Additional revenue is obtained from the administration of TRPA's Code of Ordinance. The Division also collects the fees for distribution to associated permitting agencies.

Code Enforcement Division

The purpose of the Code Enforcement Division is to protect the health and safety of County residents by enforcing minimum standards for property maintenance as well as procedures for abatement of public nuisances. Code Enforcement performs investigations and enforces violations of the County Code and other related codes and ordinances for all applicable County departments.

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 hazards, and substandard or dangerous housing.

In the last three years the Division has taken on additional enforcement in the areas of Signs, Oak Trees, Cannabis and Vacation Home Rentals.

Code Enforcement is also used for the initial investigation and subsequent tracking of complaints that may affect multiple departments. This Division is funded by the General Fund, with some offsetting revenues from enforcement fines.

Economic Development Division

The Economic Development program was recently transferred from the Chief Administrative Office to the Planning and Building Department. Program staff has been expanded from a team of two consisting of a Principal Management Analyst and Administrative Assistant to a team of four that includes a full-time Economic and Business Relations Manager, a Senior Department Analyst, a Department Analyst

Planning and Building

RECOMMENDED BUDGET • FY 2019 - 20

I/II (Ombudsman) and an Administrative Assistant. This team is responsible for developing strategies and programs to stimulate business growth and economic expansion in El Dorado County.

Program activities include: efforts to retain businesses that already exist in the County or that may be interested in expansion, and the attraction of new businesses; developing and implementing technical assistance to enhance local employment and coordinating programs and services with County departments and community organizations; maintaining a dedicated County-wide Economic Development Project Team that provides timely, professional and accurate business liaison services to businesses looking to expand or locate in the County; and creating an overall business friendly atmosphere. The Division also provides staff assistance to the Community and Economic Development Advisory Committee.

The Economic Development Program is funded by Transient Occupancy Tax (TOT) revenues, which are collected and dispersed through the General Fund.

Planning Division

Current Planning Unit

The Current Planning unit is focused on processing discretionary development applications such as land divisions, conditional use permits and zoning applications subject to the provisions of 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 Permit Center unit is responsible for processing ministerial planning applications such as administrative permits, lot line adjustments and vacation home rentals, and for providing planning compliance services for building permits. The unit is also responsible for responding to public phone and email inquiries, and providing information to the public on planning and zoning related questions at the planning counter.

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.

The major revenue source for the Current Planning unit includes developer-funded applications.

Long Range Planning Unit

The Long Range Planning (LRP) unit is responsible for assisting the Board of Supervisors to develop policies, plans, ordinances and programs that support the goals and objectives of the County's General Plan. Long Range Planning involves highly complex and diverse land use and transportation decisions that require a careful balancing of competing economic, environmental, and social interests. The LRP unit is comprised of four functional groups: Land Use (including Housing programs), Transportation, Stormwater Management, and Administrative Support. (The Transportation staff are part of the Department of Transportation (DOT) and are included in DOT's budget).

Long Range Planning's Mission Statement is to "Serve the needs of El Dorado County's current and future residents, businesses and visitors by:

- providing accurate information, impartial analysis and forums for stakeholder discussions to support well-informed long range planning decisions, and
- facilitating implementation of Board-adopted plans, policies and ordinances."

Some of the key projects/programs managed by the LRP unit include: General Plan implementation and monitoring, zoning ordinance updates, development of community design standards, the Capital Improvement Program and the Traffic Impact Mitigation Fee Program. LRP Stormwater staff manages the implementation of the National Pollutant Discharge Elimination System (NPDES) program, including 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. The LRP unit is also responsible for coordination with regional transportation entities such as the El Dorado County Transportation Commission (EDCTC), the Sacramento Area Council of Governments (SACOG), and for input into the State Transportation Improvement Program (STIP).

Major revenue sources for the LRP unit include: General Fund, charges to DOT Road Fund for staff and overhead costs for long-range planning services, TIM Fees, applicant-funded General Plan Implementation Fees, Developer reimbursement and Public Utility Franchise Fees (PUFF) equal to 50% of NPDES costs.

Housing, Community, and Economic Development Program

The Housing, Community, and Economic Development (HCED) program mission is to administer and expand grant-funded programs that provide an overall economic benefit to the County through support for a variety of housing options, especially low to moderate-income housing. The HCED program is directed by the policy and objectives of the Board of Supervisors and the Housing Element of the County General Plan. HCED is responsible for implementing and managing related housing programs and special projects to meet those objectives in addition to reporting progress to the Board, the state, and local agencies.

The Community Development Block Grants (CDBG) and HOME Investment Partnerships Program (HOME) grants provide low interest loans to qualifying low-to moderate-income households in the unincorporated areas of the County for housing repair and for gap-financing to purchase their first home. CDBG Economic Development Enterprise Fund (EDEF) grants create or preserve jobs in the unincorporated county by providing business loans and technical assistance to business owners and low-to moderate-income entrepreneurs for business expansion or startups. Loan repayments provide for a revolving loan fund for ongoing CDBG, HOME and EDEF activities.

Special projects include a mandated update of the Housing Element for 2021-2029 and development of housing related policies and ordinances.

Planning and Building

RECOMMENDED BUDGET • FY 2019 - 20

BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Administration	\$ 15,419	\$ 15,419	\$ -	2
Building Services	\$ 6,480,653	\$ 6,793,471	\$ (312,818)	46
Current Planning	\$ 2,602,603	\$ 1,326,200	\$ 1,276,403	12
Long Range Planning	\$ 4,174,187	\$ 2,256,335	\$ 1,917,852	10
Economic Development	\$ 2,259,100	\$ 10,000	\$ 2,249,100	4
Code Enforcement	\$ 1,191,894	\$ 70,200	\$ 1,121,694	6
HCED	\$ 120,000	\$ 120,000	\$ -	
Affordable Housing	\$ 162,900	\$ 162,900	\$ -	
CDBG Revolving Loan	\$ 101,150	\$ 101,150	\$ -	
Home Revolving Loan	\$ 496,500	\$ 496,500	\$ -	
Home Construction Rehab	\$ 2,796	\$ 2,796	\$ -	
Abatement Dangerous Bldgs	\$ 15,000	\$ 15,000	\$ -	
Commercial Grading	\$ 100,000	\$ 100,000	\$ -	
Ecological Reserve Fee	\$ 160,000	\$ 160,000	\$ -	
Rare Plant Endowment	\$ 215,000	\$ 215,000	\$ -	
Total	\$ 18,097,202	\$ 11,844,971	\$ 6,252,231	80

This Budget Summary by Program Table includes detail on Special Revenue Funds that are not included in the Department Budget Summary. These Special Revenue Funds are restricted or committed to expenditure for specified purposes, and are expended by the Department. For more information on these funds see the Special Revenue Funds tab of the Recommended Budget.

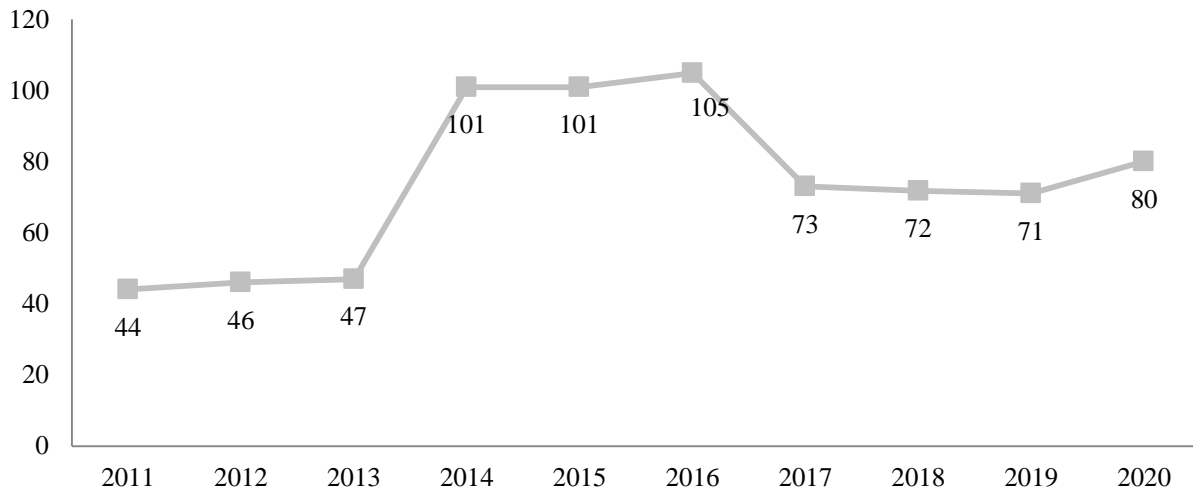
STAFFING TREND

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 organized into a separate department in FY 2016-17, resulting in a significant decrease in FTEs. In FY 2017-18, the Department eliminated the vacant Assistant Director of Community Development position (1 FTE) and one vacant Transportation Planner position (.2 FTE). In FY 2018-19, one Sr. Civil Engineer (1 FTE), one Transportation Planner (1 FTE), and Traffic Engineer (.8 FTE) were transferred from the Planning and Building Department, Long Range Planning, to the Department of Transportation. A Deputy Director of Planning position was approved in late FY 2017-18.

Planning and Building

RECOMMENDED BUDGET • FY 2019 - 20

The allocation for FY 2019-20 also includes two Code Enforcement Officers which were added in 2018 in order to increase Code Enforcement efforts and address new enforcement responsibilities in the areas of Signs, Oak Trees, Cannabis and Vacation Home Rentals (2.0 FTEs). The allocation also reflects the addition of the Economic Development program to the Department, which occurred in January 2019. This transferred the Economic and Business Relations Manager and an Administrative Assistant from the Chief Administrative Office (2.0 FTEs). The Ombudsman position (1.0 Department Analyst I/II) transferred from Community Development Finance, and 1.0 FTE Sr. Administrative Analyst was added to the Division (4.0 FTEs total). In addition, one Development Technician and an Assistant/Associate Planner were added to Current Planning as a result of the transfer of Vacation Home Rental permitting functions to Planning (2.0 FTEs). The recommended staff allocation for FY 2019-20 is 80 FTEs.



RECOMMENDED BUDGET

This Budget is recommended at \$16,723,856, which is an increase of \$3,188,070 (23.6%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 37.4% of the funding for the Department, and has increased by \$3,253,772 (108.5%) when compared to the FY 2018-19 Adopted Budget.

The increase in General Fund dollars is mostly attributable to the transfer of the Economic Development program to Planning and Building, which includes \$2,249,100 in Transient Occupancy Tax funding (General Fund). Other factors include salary and benefit costs which increased by \$1,204,181 or 15.35% due to personnel additions throughout 2018 and 2019, as noted above. Increases are also attributable to negotiated increases, CalPERS costs increases, and natural increases in salary costs resulting from salary step movement and personnel longevity.

The Department has also budgeted for consultant or vendor contracts for different projects that are necessary due to State action or have that been directed by the Board of Supervisors (e.g. design standards, affordable housing ordinance, SB 743).

Overall, Department revenues have decreased by \$65,702 (-0.62%). Revenue reductions are due to an anticipated decrease in building permit revenue based on anticipated decline in residential permit activity, with offsetting revenues from increased commercial and industrial permit activity.

Planning and Building

RECOMMENDED BUDGET • FY 2019 - 20

CAO Adjustments

The Chief Administrative Office has made adjustments to the requested funding amounts for various contracts for services within the Planning division, based on additional information and consultation with the Department following the submittal of the budget request.

Several divisions requested additional appropriations for extra help positions. Requests for increases in extra help from current year budget are not supported at this time for any positions funded by the General Fund.

The total amount budgeted for Professional and Specialized Services in the Long Range Planning Unit was reduced significantly from the original Department request based on prior years' actuals in this line item. Also, the Department anticipates beginning projects within the fiscal year, but it is not anticipated that they will be completed in FY 2019-20 as they are multi-year projects. The Department has notified the Chief Administrative Office that the budget request for these professional service contracts will be higher in the next budget cycle as they continue drawing on the work of consultants to complete Board-directed and state-mandated plan updates.

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 mitigation measure-related funding, including for rare plant mitigation payments which are collected in Special Revenue Fund 3095, Rare Plant Preserve. Current Planning collects deposits for time and material projects in Special Revenue Fund 1237, Development Services. Other funding sources include other fees for services, federal and state grant revenues, and discretionary General Fund revenue.

Planning and Building
RECOMMENDED BUDGET • FY 2019 - 20

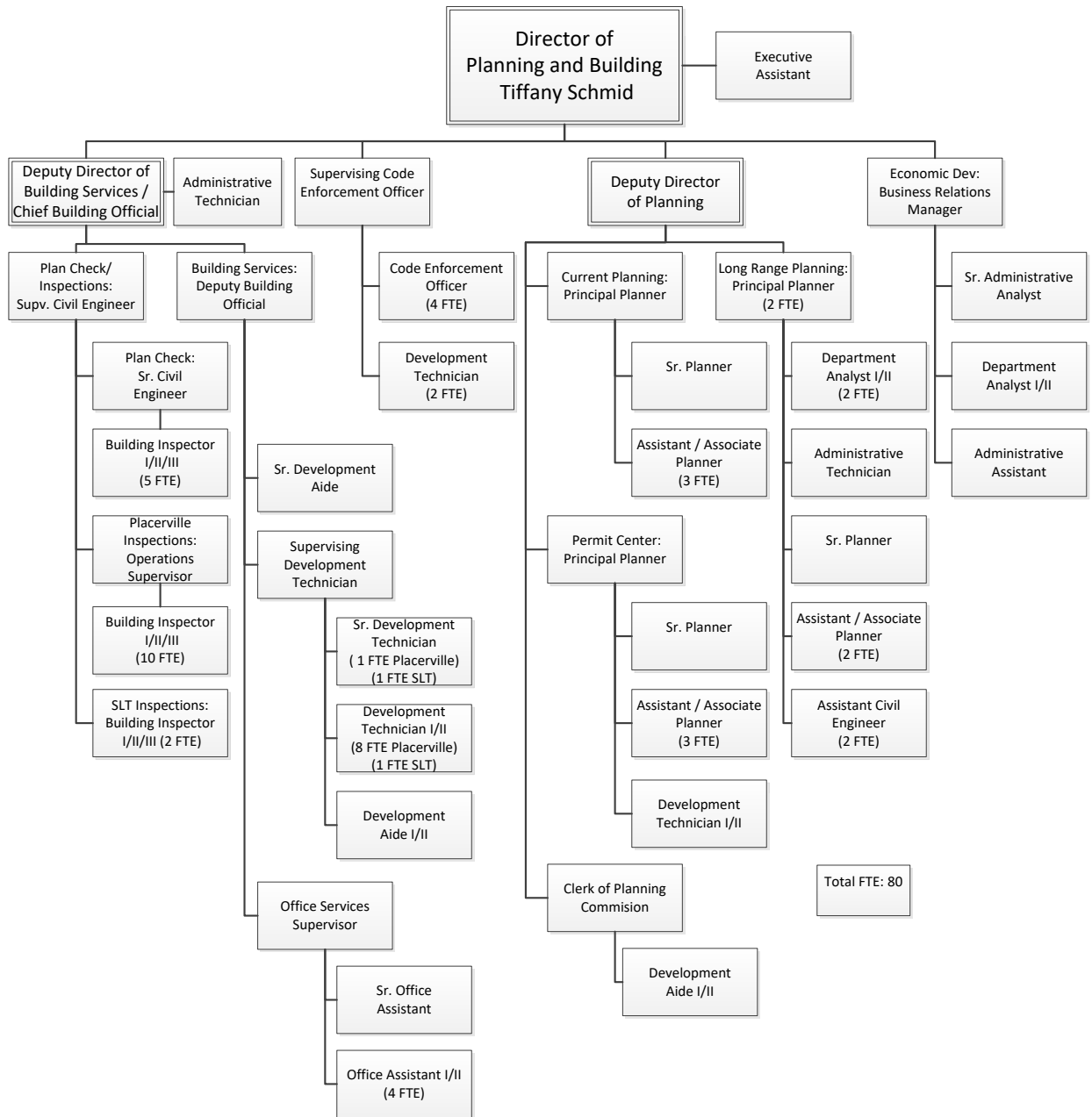
PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Director of Planning & Building	1.00	1.00	1.00	-
Administrative Assistant I/II	1.00	1.00	1.00	-
Administrative Technician	2.00	2.00	2.00	-
Assistant/Associate Planner	8.00	8.00	8.00	-
Assistant in Civil Engineering	2.00	2.00	2.00	-
Building Inspector I/II/III	17.00	17.00	17.00	-
Clerk of Planning Commission	1.00	1.00	1.00	-
Code Enforcement Officer I/II	4.00	4.00	4.00	-
Department Analyst I/II	3.00	3.00	3.00	-
Deputy Building Official	1.00	1.00	1.00	-
Deputy Director of Building Services/Chief Building Official	1.00	1.00	1.00	-
Deputy Director of Planning	1.00	1.00	1.00	-
Development Aide I/II	2.00	2.00	2.00	-
Development Technician I/II	12.00	12.00	12.00	-
Economic and Business Relations Manager	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	-
Office Assistant I/II	4.00	4.00	4.00	-
Office Services Supervisor	1.00	1.00	1.00	-
Operations Supervisor	1.00	1.00	1.00	-
Principal Planner	4.00	4.00	4.00	-
Sr. Administrative Analyst	1.00	1.00	1.00	-
Sr. Civil Engineer	1.00	1.00	1.00	-
Sr. Development Aide	1.00	1.00	1.00	-
Sr. Development Technician	2.00	2.00	2.00	-
Sr. Office Assistant	1.00	1.00	1.00	-
Sr. Planner	3.00	3.00	3.00	-
Supervising Civil Engineer	1.00	1.00	1.00	-
Supervising Code Enforcement Officer	1.00	1.00	1.00	-
Supervising Development Technician	1.00	1.00	1.00	-
Department Total	80.00	80.00	80.00	-

Planning and Building

RECOMMENDED BUDGET • FY 2019 - 20

ORGANIZATIONAL CHART



MISSION

The County Surveyor is responsible for providing information to the public on the complex issues of property ownership and for 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 and serve the public, County departments and outside agencies.

The County Surveyor is also responsible for the Geographic Information System (GIS) including operation, maintenance and enhancements. The system is 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, County departments and outside agencies.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	21,013	0	0	0
Service Charges	111,830	175,500	171,130	(4,370)
Total Revenue	132,843	175,500	171,130	(4,370)
Salaries & Benefits	1,553,464	1,695,491	1,617,055	(78,436)
Services & Supplies	89,160	81,030	87,405	6,375
Other Charges	207	0	0	0
Fixed Assets	0	0	0	0
Intrafund Transfers	2,936	2,531	33,009	30,478
Intrafund Abatement	(186,151)	(165,000)	(19,000)	146,000
Total Appropriations	1,459,616	1,614,052	1,718,469	104,417
FUND 1000 GENERAL FUND TOTAL	1,326,774	1,438,552	1,547,339	108,787

MAJOR BUDGET CHANGES

Appropriations

Salaries and Benefits

(\$115,515) Decrease in salaries attributed to staff turnover during FY 2018-19.

\$67,179 Increase in Benefits costs primarily due to increased CalPERS retirement costs and the County's share of cost for health insurance benefits.

Intra-fund Transfers

\$30,478 Increase due to Central Fiscal administrative charges which will now be reflected in the Department budget.

Surveyor

RECOMMENDED BUDGET • FY 2019 - 20

Intra-fund Abatement

\$146,000 Increase due to a reduction in reimbursements for services, due to the relocation of the management of a GIS Database to the IT Department.

PROGRAM SUMMARIES

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.

GIS Services

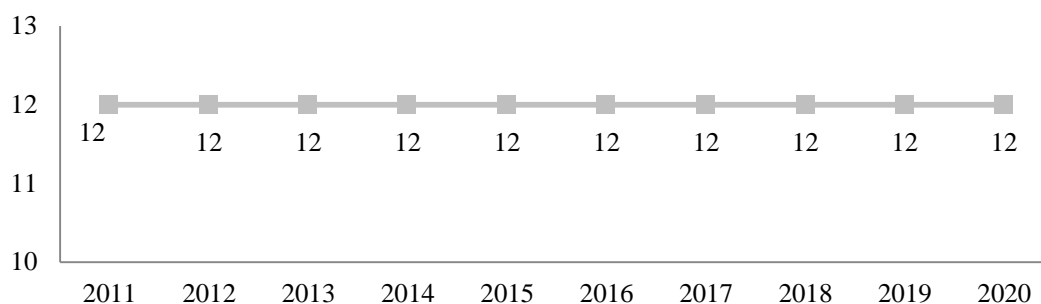
Promotes the development of a spatially enabled enterprise for El Dorado County. The GIS team provides data, mapping, application, integration, and consulting services to County departments, external agencies, and the public. The GIS team integrates data from and to various systems (TRAKiT, Megabyte, and ESRI) to provide an effective and efficient information resource for all County departments, outside agencies, and the public. We manage approximately 750 GIS layers and datasets that support: addressing, permitting, property tax, business licensing, Planning activities, Census and Elections planning, and Transportation operations and planning.

Surveyor Services

State Mandated functions applicable to the California Business and Professions, Resources, and Government Codes including Map Checking and Certificate of Compliance issues.

STAFFING TREND

There is no change in staffing recommended for FY 2019-20.



RECOMMENDED BUDGET

The Budget is recommended at \$1,718,469 which is an increase of \$104,417 (6.5%) when compared to the Fiscal Year 2018-19 Adopted Budget. The General Fund provides 90% of the funding for the Department and is increasing by \$108,787 (7.5%).

The Recommended Budget represents an overall decrease of \$78,436 (-4.6%) in Salaries and Benefits. Salaries decreased \$115,515 (-9.9%) due to staff turnover and related payouts in Fiscal Year 2018-19. A net increase of \$67,179 in Benefits costs is primarily due to increased CalPERS retirement costs and the County’s share of cost for health insurance benefits.

An increase of \$146,000 (88.4%) in Intra-fund Abatements is due to the transition from the mainframe-based Land Management Information System (LMIS) to the TRAKiT System. The IT Department will be maintaining and supporting the TRAKiT System, whereas the Surveyor’s Department managed the LMIS. The Surveyor’s Department was reimbursed by the Planning and Building Department for services related to the LMIS. With the migration from Surveyor to IT there is a loss of this reimbursement in this budget.

Sources & Uses of Funds

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

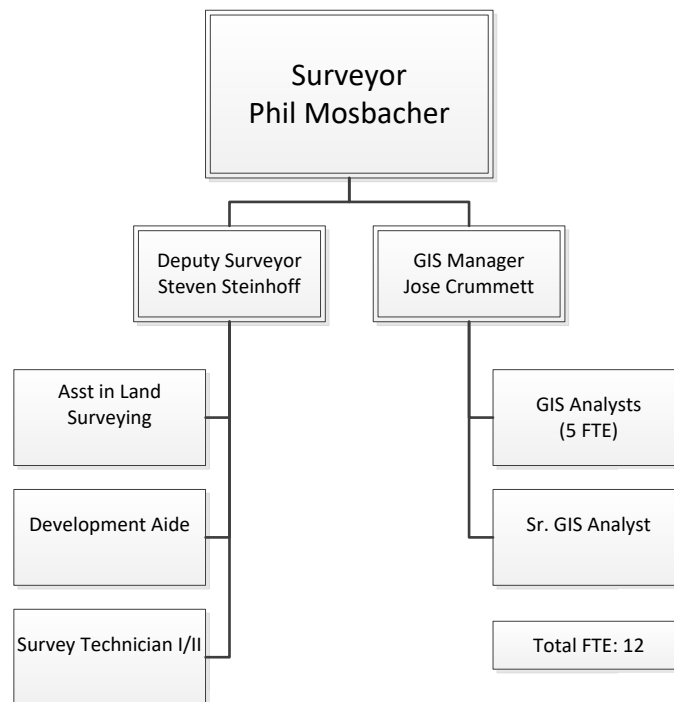
PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 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 Aide I/II	1.00	1.00	1.00	-
GIS Analyst I/II	5.00	5.00	5.00	-
GIS Analyst I/II (Limited Term)	-	1.00	-	-
Geographic Information Systems Manager	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	-
Department Total	12.00	13.00	12.00	-

Surveyor

RECOMMENDED BUDGET • FY 2019 - 20

ORGANIZATIONAL CHART



Transportation
RECOMMENDED BUDGET • FY 2019 - 20

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 other facilities; and to provide efficient, quality service to our internal customers and the citizens of El Dorado County.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	0	0	0	0
Service Charges	614,983	837,225	677,000	(160,225)
Miscellaneous Rev	850	453	1,000	547
Other Fin Sources	576,649	1,100,000	1,100,000	0
Total Revenue	1,192,482	1,937,678	1,778,000	(159,678)
Services & Supplies	317,553	676,385	450,000	(226,385)
Other Charges	1,167,257	1,472,508	1,392,143	(80,365)
Intrafund Transfers	11,603	38,374	0	(38,374)
Intrafund Abatement	(17,853)	0	0	0
Total Appropriations	1,478,561	2,187,267	1,842,143	(345,124)
FUND 1000 GENERAL FUND TOTAL	286,079	249,589	64,143	(185,446)

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	6,455	0	0	0
IG Rev - State	762,409	1,039,138	3,196,549	2,157,411
IG Rev - Federal	814,348	1,171,186	362,606	(808,580)
Service Charges	40,803	196,059	142,800	(53,259)
Miscellaneous Rev	0	64,528	10,035	(54,493)
Total Revenue	1,624,015	2,470,911	3,711,990	1,241,079
Services & Supplies	1,321,271	1,503,251	2,627,743	1,124,492
Other Charges	9,890	42,785	22,785	(20,000)
Intrafund Transfers	396,024	924,875	1,061,462	136,587
Total Appropriations	1,727,185	2,470,911	3,711,990	1,241,079
FUND 1101 EROSION CONTROL TOTAL	103,170	0	0	0

Transportation

RECOMMENDED BUDGET • FY 2019 - 20

DEPARTMENT BUDGET SUMMARY (CONT.)

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	14,634	7,000	10,000	3,000
License, Pmt, Fran	609,124	723,943	537,500	(186,443)
Rev Use Money/Prop	(31,414)	24,401	24,401	0
IG Rev - State	10,944,359	17,212,756	16,189,802	(1,022,954)
IG Rev - Federal	11,814,753	26,295,462	30,408,677	4,113,215
Service Charges	4,012,441	4,555,996	6,387,227	1,831,231
Miscellaneous Rev	362,198	1,797,566	3,589,154	1,791,588
Other Fin Sources	13,902,147	27,829,108	30,632,583	2,803,475
Fund Balance	0	652,823	0	(652,823)
Total Revenue	41,628,241	79,099,055	87,779,344	8,680,289
Salaries & Benefits	16,646,187	18,133,789	18,664,462	530,673
Services & Supplies	24,468,706	46,149,391	51,782,488	5,633,097
Other Charges	4,274,236	8,603,569	7,666,201	(937,368)
Fixed Assets	2,645,905	5,389,259	9,832,655	4,443,396
Other Fin Uses	40,278	726,528	895,000	168,472
Intrafund Transfers	0	5,883,785	5,643,190	(240,595)
Intrafund Abatement	(396,024)	(6,808,660)	(6,704,652)	104,008
Contingency	0	1,021,394	0	(1,021,394)
Total Appropriations	47,679,289	79,099,055	87,779,344	8,680,289
FUND 1103 ROAD FUND TOTAL	6,051,048	0	0	0

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	6,350,026	6,197,360	6,601,389	404,029
Fines & Penalties	1,676	2,704	1,742	(962)
Rev Use Money/Prop	24,930	0	5,000	5,000
IG Rev - State	57,884	56,262	60,199	3,937
Total Revenue	6,434,516	6,256,326	6,668,330	412,004
Other Fin Uses	6,445,404	6,256,326	6,668,330	412,004
Total Appropriations	6,445,404	6,256,326	6,668,330	412,004
FUND 1104 ROAD DISTRICT TOTAL	10,888	0	0	0

Transportation
RECOMMENDED BUDGET • FY 2019 - 20

DEPARTMENT BUDGET SUMMARY (CONT.)

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	26,342	12,000	24,000	12,000
Service Charges	2,112,103	1,864,170	1,856,885	(7,285)
Miscellaneous Rev	184,644	86,800	86,800	0
Other Fin Sources	154,728	306,500	168,856	(137,644)
Residual Equity	303,372	0	0	0
Total Revenue	2,781,189	2,269,470	2,136,541	(132,929)
Salaries & Benefits	357,821	362,232	352,673	(9,559)
Services & Supplies	495,025	549,722	575,413	25,691
Other Charges	1,071,534	1,026,203	1,039,599	13,396
Fixed Assets	843,047	1,531,500	1,732,856	201,356
Cap Fixed Assets	(843,047)	(1,531,500)	(1,670,000)	(138,500)
Residual Equity Xfer	303,372	0	0	0
Contingency	0	331,313	106,000	(225,313)
Total Appropriations	2,227,753	2,269,470	2,136,541	(132,929)
FUND 5260 FLEET TOTAL	(553,436)	0	0	0

MAJOR BUDGET CHANGES

Revenues

- (\$158,725) Decrease in revenues for Development Project time and materials billings based on prior year actuals and anticipated current year amounts.
- \$3,196,549 Increase in State revenue for Erosion Control from California Tahoe Conservancy and CalTrans Grants.
- (\$1,022,954) Overall decrease in Road Fund state revenues due to decreases in Highway taxes, Regional Surface Transportation Program shares, and state disaster relief funds.
- (\$146,737) Decrease in franchise fee revenue due to PG&E change to fee calculation methodology.
- \$1,020,546 Increase in Federal Emergency Management Agency (FEMA) revenues due to recent awards for emergency repair/reconstruction of roads and improvements damaged during winter storms.
- \$3,092,669 Increase in Road Fund federal funding for highway bridges, offset by decreases to funding from the Congestion Mitigation and Air Improvement, Hazard Elimination Safety, and Surface Transportation programs.
- \$2,803,475 Other Financing Sources has increased primarily due to increases in use of discretionary funding from Tribal funds for road maintenance, signalization, and Diamond Springs Parkway projects, and use of Traffic Impact Mitigation fee revenue for Capital Improvement Plan projects and a fee update.

Transportation

RECOMMENDED BUDGET • FY 2019 - 20

Appropriations

- (\$185,446) Decrease in use of General Fund for non-Road Fund activities, including complaints, public issues, staff time not offset by project revenues, and fee waivers.
- \$161,090 Increase in CalPERS retirement costs (all DOT funds).
- (\$226,385) Decrease in County Engineer Services and Supplies primarily due to decreased use of Professional Services Contracts.
- \$6,757,589 Increase in Services and Supplies in Erosion Control (\$1,124,492) and Road Fund (\$5,633,097) primarily due to increased construction and engineering contracts for projects planned throughout the fiscal year.
- (\$1,024,337) Decrease in Other Charges primarily due to a decrease in Interfund Transfers resulting from a change in the Administration and Finance charges (-\$608,675) due to the movement of Contracts staff to a centralized Procurement and Contracts unit, and a programmatic correction that moved Airports and Cemeteries staff costs to those budget units.
- \$4,443,396 Increase in Road Fund Fixed Assets related to equipment replacements and facility improvements, as well as a programmatic change favoring the purchase of equipment rather than equipment rentals.
- (\$1,021,394) Reduction in Road Fund Appropriation for Contingency due to funds previously budgeted in contingency for Public Safety Project intersection changes at Industrial Drive and Enterprise Drive appropriated in other expenditure line items in the FY 2019-20 Recommended Budget. These projects are scheduled to be completed in FY 2020-21.

PROGRAM SUMMARIES

Transportation – General Fund Programs

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 and the Long Range Planning unit. 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. The General Fund provides the balance of funding for this program.

Transportation – Road Fund

Maintenance

This division is responsible for the maintenance of approximately 1,082 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, Maintenance conducts the snow removal program and the surface treatment (overlay and chip seal) program as funding becomes available. This division is also responsible for Traffic Operations, which provides installation and maintenance of roadway signs, traffic signals and roadway striping. Additionally, Maintenance operates the equipment maintenance facilities that maintain heavy equipment and County vehicles.

Engineering

The Engineering Divisions were combined in FY 2017-18 to include the Development division, Right-of-Way and Environmental (DRE) division, the Office Engineer, and the Materials Lab. Staff in the DRE division are 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 oversees public utility facilities construction activities within the County road right-of-way on the west slope of the County. Additionally, the DRE division seeks, compiles data, and applies for State and Federal grants that provide revenue for the various units in the Transportation Department. Office Engineer and the Materials Lab 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. Engineering 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). Certain Appropriations are shown as a negative expense because this division 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.

Administration

The Director's Office manages and has overall responsibility for all Divisions within Transportation. Department-wide administrative costs, such as the allocation of Central Services Administration costs, A-87 cost plan allocation charges, and Department specific software costs, are included in this Division's appropriations. These costs are allocated and recovered throughout the Department in the administrative component of the Department's labor rates.

Transportation

RECOMMENDED BUDGET • FY 2019 - 20

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 Division's budget. 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 Division. Major revenue sources are: State Highway Taxes (Gas Tax), Senate Bill 1 Taxes, Road District Taxes, Tribe (Local Discretionary) and Public Utility Franchise Fees.

Capital Roadway Improvements

This program (with the staff provided by Engineering and DRE) provides for the project development and construction of County roadway capital improvements. The 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. The appropriations included in the Recommended Budget are consistent with the Proposed 2018 CIP.

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 Tahoe Regional Planning Agency (TRPA) mitigation funds to construct the El Dorado County storm water quality improvement projects and environmental restoration projects contained within the Lake Tahoe Basin EIP, which is incorporated into the CIP. Resources provided by the Tahoe Engineering Unit 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 revenue from property taxes and homeowner's tax relief funds.

Fleet – Internal Service Fund

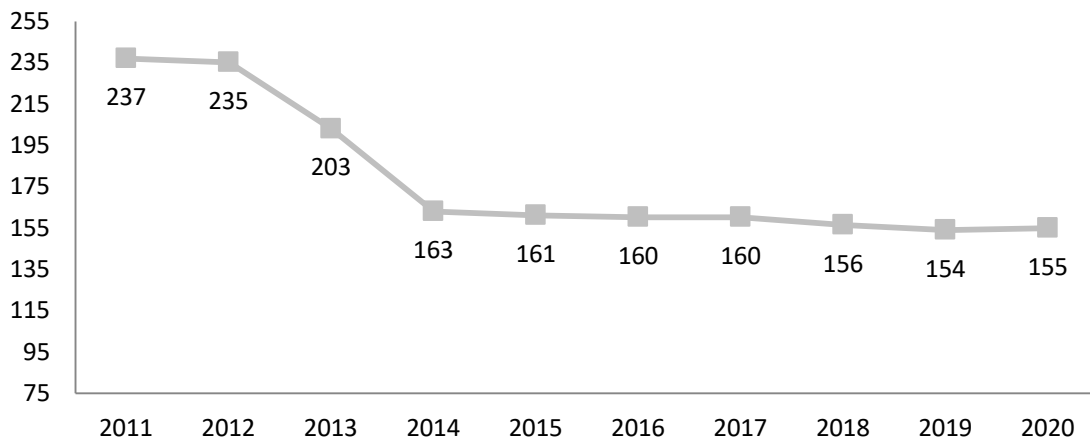
The Fleet Services unit is overseen by the Department's Maintenance Division. Fleet Services manages the planning, acquisition, and replacement of County vehicles, as well as the sale or disposal of surplus vehicles, and manages the fleet pool. This unit also provides auto maintenance and repair services for County vehicles both in and out of the fleet pool. This internal service fund charges costs for services to other County departments.

BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
County Engineer	\$ 1,842,143	\$ 1,778,000	\$ 64,143	0.0
Erosion Control Improvements	\$ 3,711,990	\$ 3,711,990	\$ -	0.0
Administration	\$ 3,021,352	\$ 6,540	\$ 3,014,812	2.0
General Department Cost	\$ 5,631,027	\$ 20,752,044	\$ (15,121,017)	0.0
Capital Roadway Improvements	\$ 56,255,561	\$ 60,991,276	\$ (4,735,715)	0.0
Engineering	\$ 3,294,079	\$ 2,799,315	\$ 494,764	60.0
Maintenance	\$ 16,483,567	\$ 3,164,640	\$ 13,318,927	89.0
Equipment Shop	\$ 3,093,758	\$ 65,529	\$ 3,028,229	4.0
Road District Tax	\$ 6,668,330	\$ 6,668,330	\$ -	0.0
TIM Zone 8 EDH	\$ 4,326,519	\$ 4,326,519	\$ -	0.0
TIM Silva Valley	\$ 3,253,384	\$ 3,253,384	\$ -	0.0
TIM Zones 1-7	\$ 2,921,180	\$ 2,921,180	\$ -	0.0
TIM Highway 50	\$ 3,996,635	\$ 3,996,635	\$ -	0.0
Bond: Encroachment Permit	\$ 15,000	\$ 15,000	\$ -	0.0
Tribe Agreement - Public Improv.	\$ 13,160,802	\$ 13,160,802	\$ -	0.0
Fleet Internal Service Fund	\$ 2,136,541	\$ 2,136,541	\$ -	0.0
Total	\$ 129,811,868	\$ 129,747,725	\$ 64,143	155.0

STAFFING TREND

Staffing for the Department of Transportation has fluctuated over the last 10 years due to a number of organizational changes, including the reorganization and transfer of various programs including airports, facility services, and administrative and finance functions from Transportation to other Departments, and fleet services, Zones of Benefit, and Traffic functions to Transportation. There are no changes to the allocation recommended as part of the budget. The recommended staff allocation for FY 2019-20 is 155 FTEs.



Transportation

RECOMMENDED BUDGET • FY 2019 - 20

RECOMMENDED BUDGET

The General Fund budget for Transportation is recommended at \$1,842,143, which is a decrease of \$345,124 (22%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 2% of the funding for this budget and has decreased by \$159,678 (-8%) when compared to the FY 2018-19 Adopted Budget. The overall decrease in General Fund dollars can be attributed to a decrease in contract costs (-\$119,000) and a decrease in intrafund transfers to DOT Engineering from other divisions of DOT (-\$41,000) due to a decrease in engineering staff work on plan checking and inspections of development projects.

The Road Fund Special Revenue Fund budget is recommended at \$87,779,344, which is an increase of \$8,680,289 (11%) when compared to the FY 2018-19 Adopted Budget. Revenue for the Road program is recommended at the same amount. Of the revenue received for the Road Program, approximately \$11,700,000 is allocated from discretionary funding sources including Tribal Funding, franchise fees, and SMUD funds for road maintenance and intersection projects. In addition, over \$10,000,000 in TIM fee revenues will be used for CIP projects. Lastly, the program is estimated to receive approximately \$4.94 million from SB1 – Road Maintenance and Rehabilitation Amount (RMRA) road maintenance funds in FY 2018-19. It is planned that these funds would be used on the El Dorado Hills Surface Overlay and Bike/Ped Improvement project (CIP Project number 72193).

The Fleet Program Internal Service Fund Recommended Budget, represents an overall decrease of \$132,929 (-59%) when compared to the FY 2018-19 Adopted Budget. There is no General Fund Cost for the Fleet Internal Service Fund. The decrease is due primarily to Fleet's overall expenses decreasing due to fewer capital asset purchases (e.g. cars and equipment).

CAO Adjustments

The primary adjustments in the Recommended Budget were made to balance interfund transfer amounts. Several supplemental requests for new equipment and software were made to the CAO; however, the appropriations for these items were inadvertently left out of the Department's budget request. Additionally, a request was made for the addition of two Administrative Technician positions, which were included in the Salary and Benefits appropriations, but are not recommended by the CAO for approval at this time. Adjustments will be made at the time of the Final budget to reduce appropriations in Salary and Benefits and increase appropriations in Fixed Assets and Services and Supplies in order to correct the budget.

Sources & Uses of Funds

The Department of Transportation is primarily funded by State and Federal revenues. Other revenues come primarily from Traffic Impact Mitigation fees, discretionary tribe funds, and fees for services. 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.

PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Director of Transportation	1.00	1.00	1.00	-
Administrative Secretary	1.00	1.00	1.00	-
Administrative Technician	2.00	4.00	2.00	-
Assistant in Civil Engineering	8.00	8.00	8.00	-
Assistant in Land Surveying	1.00	1.00	1.00	-
Associate Civil Engineer	7.00	7.00	7.00	-
Associate Land Surveyor	2.00	2.00	2.00	-
Associate Right of Way Agent	1.00	1.00	1.00	-
Bridge Maintenance Supervisor	1.00	1.00	1.00	-
Bridge Maintenance Worker I/II/III	2.00	2.00	2.00	-
Department Analyst I/II	4.00	5.00	5.00	1.00
Deputy Director Engineering	3.00	3.00	3.00	-
Deputy Director of Maintenance and Operations	1.00	1.00	1.00	-
Equipment Maintenance Supervisor	2.00	2.00	2.00	-
Equipment Mechanic I/II	8.00	8.00	8.00	-
Equipment Mechanic III	3.00	3.00	3.00	-
Equipment Superintendent	1.00	1.00	1.00	-
Fleet Services Technician I/II	2.00	2.00	2.00	-
Highway Maintenance Supervisor	7.00	7.00	7.00	-
Highway Maintenance Worker I/II/III	35.00	35.00	35.00	-
Highway Maintenance Worker IV	3.00	3.00	3.00	-
Highway Superintendent	2.00	2.00	2.00	-
Parts Technician	1.00	1.00	1.00	-
Principal Engineering Technician	5.00	5.00	5.00	-
Principal Planner	1.00	1.00	1.00	-
Right of Way Supervisor	1.00	1.00	1.00	-
Sr. Bridge Maintenance Worker	1.00	1.00	1.00	-
Sr. CADD Technician	3.00	3.00	3.00	-
Sr. Civil Engineer	12.00	12.00	12.00	-
Sr. Development Technician	1.00	1.00	1.00	-
Sr. Engineering Technician	9.00	9.00	9.00	-
Sr. Equipment Mechanic	2.00	2.00	2.00	-
Sr. Fleet Services Technician	1.00	1.00	1.00	-
Sr. Highway Maintenance Worker	5.00	5.00	5.00	-
Sr. Planner	1.00	1.00	1.00	-
Sr. Traffic Control Maintenance Worker	1.00	1.00	1.00	-

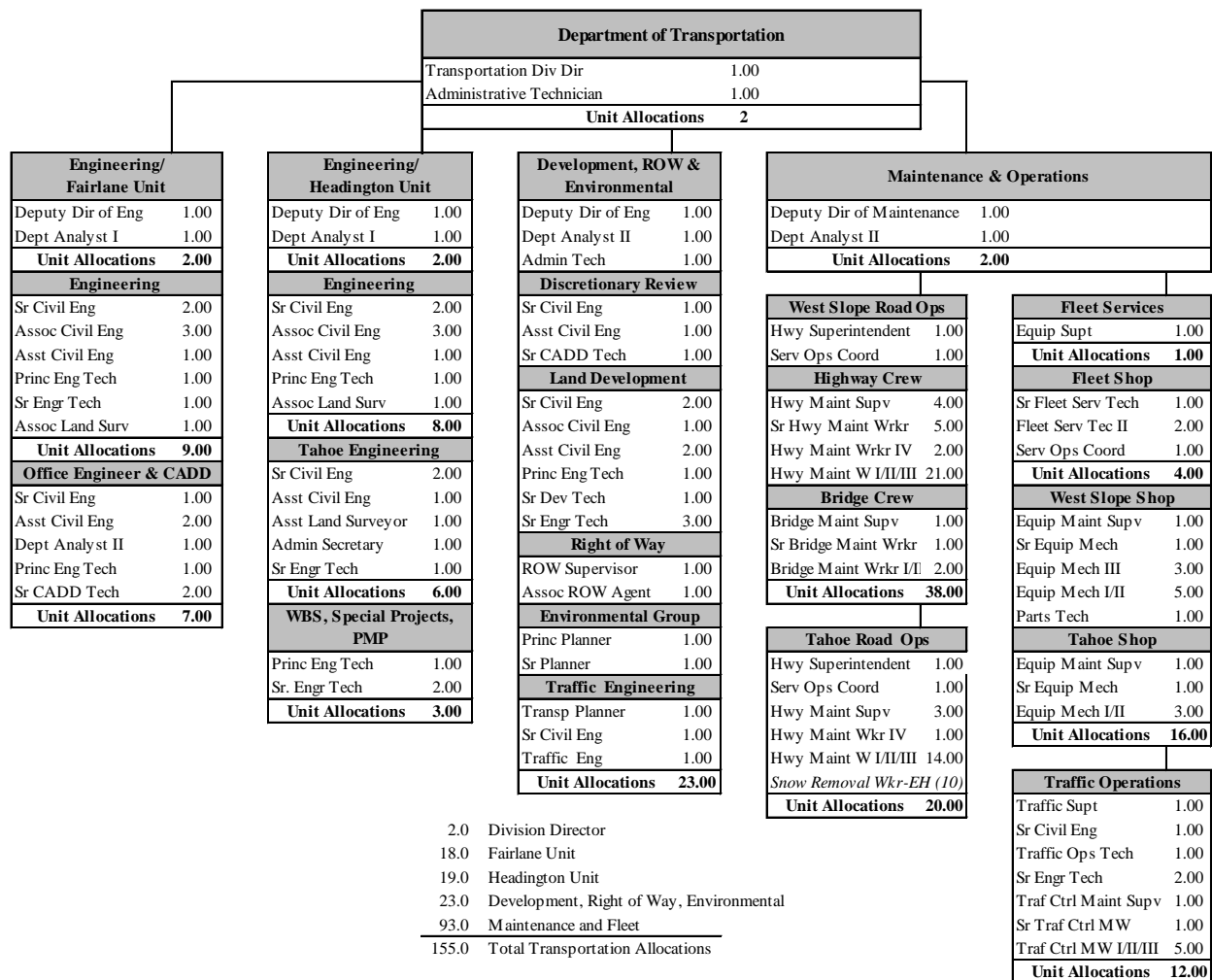
Transportation

RECOMMENDED BUDGET • FY 2019 - 20

PERSONNEL ALLOCATION (CONT.)

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Services Operations Coordinator	3.00	3.00	3.00	-
Traffic Control Maintenance Supervisor	1.00	1.00	1.00	-
Traffic Control Maintenance Worker I/II/III	5.00	5.00	5.00	-
Traffic Engineer	1.00	1.00	1.00	-
Traffic Operations Technician	1.00	1.00	1.00	-
Traffic Superintendent	1.00	1.00	1.00	-
Transportation Planner	1.00	1.00	1.00	-
Department Total	154.00	157.00	155.00	1.00

ORGANIZATIONAL CHART



2.0 Division Director
 18.0 Fairlane Unit
 19.0 Headington Unit
 23.0 Development, Right of Way, Environmental
 93.0 Maintenance and Fleet
 155.0 Total Transportation Allocations

BOARD OF SUPERVISORS GOVERNED DISTRICTS

Special Districts 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 is primarily funded by taxes and special assessments to benefiting parcels. The total 2019-20 Budget is approximately \$560,000 less than the Fiscal Year 2018-19 budget due primarily to a decrease in the work program requested by the special districts, which fluctuate year to year based on need.

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	25,231	24,741	25,766	1,025
Fines & Penalties	48	0	0	0
Rev Use Money/Prop	3,411	0	0	0
IG Rev - State	230	0	0	0
Service Charges	66,982	67,581	68,200	619
Fund Balance	0	289,985	123,789	(166,197)
Total Revenue	95,901	382,307	217,755	(164,553)
Services & Supplies	28,577	356,699	168,957	(187,742)
Other Charges	10,207	0	16,102	16,102
Intrafund Transfers	17,419	14,500	6,800	(7,700)
Contingency	0	11,108	25,895	14,787
Total Appropriations	56,203	382,307	217,755	(164,553)
FUND 1352 County Service Area #2 TOTAL	(39,698)	0	0	0

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	12,763	12,763	12,763	0
Fines & Penalties	843	0	0	0
Rev Use Money/Prop	10,424	0	0	0
Service Charges	225,162	225,067	224,887	(180)
Fund Balance	0	309,839	290,252	(19,587)
Total Revenue	249,192	547,669	527,903	(19,766)
Services & Supplies	38,501	240,901	263,391	22,490
Other Charges	3,237	15,250	19,200	3,950
Fixed Assets	18,756	10,000	200,000	190,000
Intrafund Transfers	1,865	4,089	389	(3,700)
Contingency	0	277,429	44,923	(232,506)
Total Appropriations	62,359	547,669	527,903	(19,766)
FUND 1353 County Service Area #3 TOTAL	(186,833)	0	0	0

Transportation

RECOMMENDED BUDGET • FY 2019 - 20

BOARD OF SUPERVISORS GOVERNED DISTRICTS (CONT.)

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	51,345	50,336	53,624	3,288
Fines & Penalties	14	0	0	0
Rev Use Money/Prop	6,733	0	0	0
IG Rev - State	471	0	0	0
Fund Balance	0	185,264	60,607	(124,657)
Total Revenue	58,563	235,600	114,231	(121,369)
Services & Supplies	280	62,316	65,000	2,684
Other Charges	7,008	58,000	42,100	(15,900)
Intrafund Transfers	713	1,100	0	(1,100)
Contingency	0	39,184	7,131	(32,053)
Reserves Budgetary	0	75,000	0	(75,000)
Total Appropriations	8,001	235,600	114,231	(121,369)
FUND 1355 County Service Area #5 TOTAL	(50,563)	0	0	0

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	999,069	1,000,623	969,347	(31,276)
Fines & Penalties	4,358	0	0	0
Rev Use Money/Prop	132,646	0	0	0
IG Rev - State	378	0	0	0
Service Charges	337,543	341,788	358,393	16,605
Miscellaneous Rev	56,264	6,000	4,600	(1,400)
Fund Balance	0	3,522,901	3,285,262	(237,639)
Total Revenue	1,530,257	4,871,312	4,617,602	(253,710)
Salaries & Benefits	79,882	80,703	0	(80,703)
Services & Supplies	922,704	2,259,801	2,397,009	137,208
Other Charges	216,991	410,728	480,279	69,551
Intrafund Transfers	105,285	134,489	56,969	(77,520)
Intrafund Abatement	(125,283)	(154,178)	(64,158)	90,020
Contingency	0	1,740,239	1,339,180	(401,059)
Reserves Budgetary	0	399,530	408,074	8,544
Total Appropriations	1,199,580	4,871,312	4,617,354	(253,958)
FUND 1359 County Service Area #9 TOTAL	(330,677)	0	(248)	(248)

HEALTH & HUMAN SERVICES

Department	Page	2019-20 Appropriations	2019-20 Revenues	2019-20 NCC/GF Contribution	2019-20 Staffing
Child Support Services	183	5,027,402	5,012,402	15,000	39.00
Health & Human Services Agency	187				
Administration & Finance	195	3,330,348	5,498,985	(2,168,637)	64.65
Social Services	201	63,327,146	60,799,450	2,527,696	271.30
Community Services	211	14,538,877	14,538,877	2,669,845	55.12
Behavioral Health	221	44,244,452	44,244,452	16,510	109.05
Public Health	233	27,185,015	27,185,015	4,583,157	68.00
Animal Services	243	3,792,806	1,669,767	2,123,039	21.00
Public Guardian	247	1,943,664	257,000	1,686,664	12.00
Veterans Affairs	251	604,696	85,937	518,759	5.00
Library/Museum	255	3,985,248	2,216,107	1,769,141	35.85
TOTAL FUNCTIONAL GROUP		167,979,654	161,507,992	13,741,174	680.97

Child Support Services

RECOMMENDED BUDGET • FY 2019 - 20

MISSION

The State Child Support’s Program mission is to promote parental responsibility to enhance the well-being of children by providing child support services to establish parentage and collect child support.

El Dorado County Child Support Services’ mission is, “Making a difference in the lives of children by providing exceptional child support services to families”. 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

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	34,292	0	0	0
IG Rev - State	1,768,180	1,714,813	1,704,216	(10,597)
IG Rev - Federal	2,884,653	3,328,756	3,308,186	(20,570)
Total Revenue	4,687,125	5,043,569	5,012,402	(31,167)
Salaries & Benefits	4,167,600	4,122,913	4,115,082	(7,831)
Services & Supplies	513,562	630,209	641,739	11,530
Intrafund Transfers	286,520	290,447	270,581	(19,866)
Total Appropriations	4,967,683	5,043,569	5,027,402	(16,167)
FUND 1000 GENERAL FUND TOTAL	280,558	0	15,000	15,000

MAJOR BUDGET CHANGES

Revenue

(\$31,167) Decrease due to a reduction in the Electronic Data Processing (EDP) requested budget from State and Federal funding sources.

Appropriations

Salaries and Benefits

(\$7,744) Net decrease due to the elimination of two vacant positions (1.0 Child Support Program Manager and 1.0 Legal Clerk I/II) (\$190,744) offset by other salary and benefit increases including step/merit increases and an increase in CalPERS retirement costs (\$183,000).

Child Support Services

RECOMMENDED BUDGET • FY 2019 - 20

Services and Supplies

\$11,530 Net increase due to increase in transportation and travel associated with conferences and training, rent and lease charges, staff development and tuition reimbursement (\$60,847), offset by a reduction in Electronic Data Processing (EDP) budget (\$49,317). Special project funds in the current EDP budget have not been appropriated in the FY 2019-20 recommended budget.

Intrafund Transfers

(\$19,866) Decrease primarily due to lower A-87 cost-applied charges.

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%.

EDP Maintenance and Operations

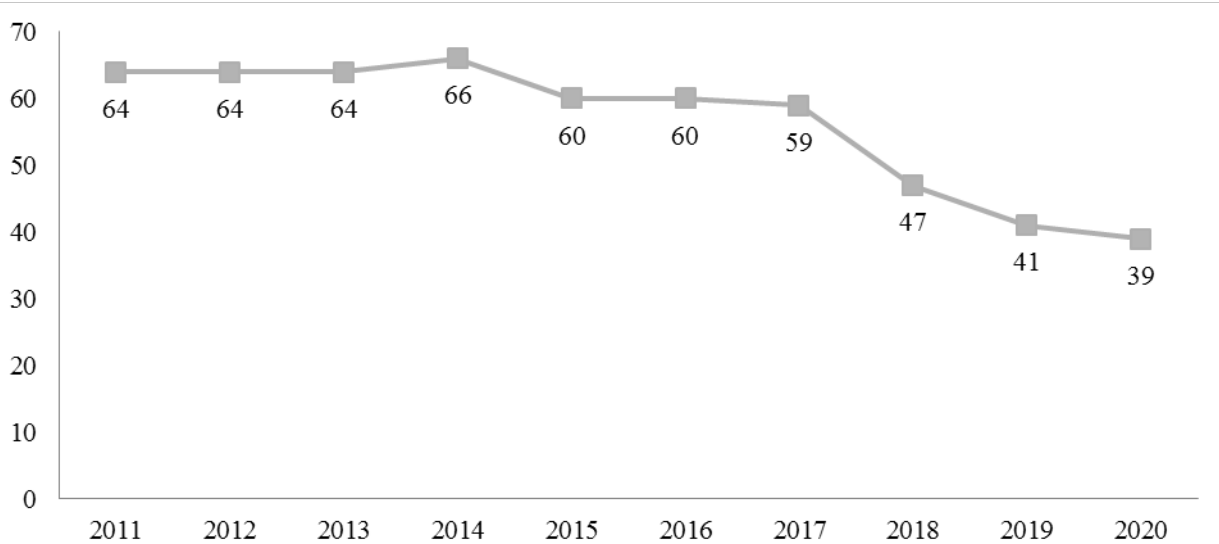
This refers to the Electronic Data Processing (EDP)/Maintenance and Operations arm of the Division. Funding is provided by the State and Federal government for specific, identifiable child support automation duties and responsibilities. Funding covers information technology support, network costs and 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.

BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Administration & Services	\$ 4,762,119	\$ 4,747,119	\$ 15,000	38
EDP Maintenance & Operations	\$ 265,283	\$ 265,283	\$ -	1
Total	\$ 5,027,402	\$ 5,012,402	\$ 15,000	39

STAFFING TREND

The Recommended Budget includes a decrease of 2.0 FTEs from 41.0 to 39.0 due to the deletion of two vacant positions, including 1.0 FTE Child Support Program Manager, and 1.0 FTE Legal Clerk I/II. Child Support Services support positions are located in Shingle Springs (36) and South Lake Tahoe (3).



RECOMMENDED BUDGET

The Recommended Budget for Child Support Services is \$5,027,402, a decrease of \$16,167 when compared to the FY 2018-19 Adopted Budget. It is recommended that the General Fund provide \$15,000 for college tuition reimbursement. Personnel rules allow for this employee benefit, however the cost is not reimbursable by the State, therefore this is a new request for General Fund support for this Department.

Despite the staff reductions, the Department has been able to maintain service levels through process and system improvements, and this represents a status quo budget. However, Child Support Services has been impacted by the effects of increased costs that are not within the Department’s control, with no increase in State or Federal funding. It should be noted that similar reductions may need to be recommended in future budget years in order for the Department to meet continually increasing costs and that such reductions will likely begin to impact service delivery.

Sources & Uses of Funds

The Department is entirely funded with state and federal revenues. Any monies shown as general fund net county cost are a result of timing differences between the County’s accrual accounting method and Title 45, CFR §304.25 federal cash basis claiming rules. All allowable Child Support expenditures are eventually paid with state and federal funds.

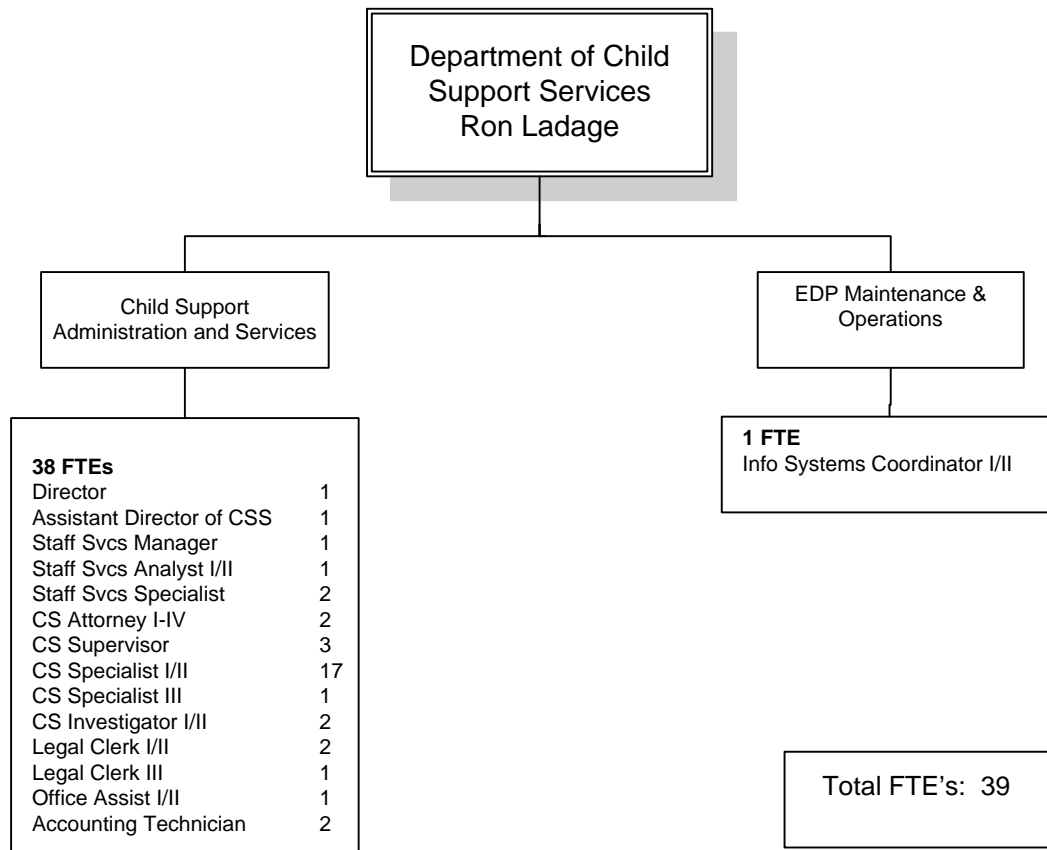
Child Support Services

RECOMMENDED BUDGET • FY 2019 - 20

PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Director of Child Support Services	1.00	1.00	1.00	-
Accounting Technician	2.00	2.00	2.00	-
Assistant Director of Child Support Services	1.00	1.00	1.00	-
Child Support Attorney I-IV	2.00	2.00	2.00	-
Child Support Investigator I/II	2.00	2.00	2.00	-
Child Support Program Manager	1.00	-	-	(1.00)
Child Support Specialist I/II	17.00	17.00	17.00	-
Child Support Specialist III	2.00	2.00	2.00	-
Child Support Supervisor	3.00	3.00	3.00	-
Information Systems Coordinator I/II	1.00	1.00	1.00	-
Legal Clerk I/II	3.00	2.00	2.00	(1.00)
Legal Clerk III	1.00	1.00	1.00	-
Office Assistant I/II	1.00	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	-
Department Total	41.00	39.00	39.00	(2.00)

ORGANIZATION CHART



Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

MISSION

The El Dorado Health and Human Services Agency (HHS) is a Department of El Dorado County that partners with the community on health and welfare issues. The Agency mission is with integrity and respect, provide effective, efficient, collaborative services that strengthen, empower and protect individuals, families and communities, thereby enhancing their quality of life.

AGENCY PROGRAM SUMMARY

	Appropriations	Revenues	General Fund Support	Staffing
Administration	\$ 3,330,348	\$ 5,498,985	\$ (2,168,637)	64.65
Social Services	\$ 63,327,146	\$ 60,799,450	\$ 2,527,696	271.30
Community Services	\$ 14,538,877	\$ 14,538,877	\$ 2,669,845	55.12
Behavioral Health	\$ 44,244,452	\$ 44,244,452	\$ 16,510	109.05
Public Health	\$ 27,185,015	\$ 27,185,015	\$ 4,583,157	68.00
Animal Services	\$ 3,792,806	\$ 1,669,767	\$ 2,123,039	21.00
Public Guardian	\$ 1,943,664	\$ 257,000	\$ 1,686,664	12.00
Veteran Affairs	\$ 604,696	\$ 85,937	\$ 518,759	5.00
Total	\$ 158,967,004	\$ 154,279,483	\$ 11,957,033	606.12

HHS Agency-wide Update

HHS has welcomed a new director to the Agency. With the change in leadership, HHS has started to assess the status of Agency initiatives including updating the Agency’s strategic focus. HHS programs work together to “Transform Lives and Improve Futures.”

Agency Budget Summary

The HHS Budget is comprised of \$159.0 million in appropriations, \$154.3 million in revenue, and total staffing of 606.12 FTEs. The HHS budget includes a Net County Cost of \$4.7 million and a General Fund Contribution (to non-General Fund programs) of \$7.3 million, for a total General Fund support of \$12.0 million. This represents a decrease of \$1.6 million from the FY 2018-19 Adopted Budget. This reduction is predominantly due to a net gain of \$1.7 million in the Administration and Finance Division as a result of a higher Indirect Cost Rate (ICR) based on increased direct salaries in other divisions.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

General Fund Budget Request

	FY 2018-19 Adopted Budget	FY 2019-20 Requested Budget	Increase/ (Decrease)
Administration	\$ (417,164)	\$ (2,168,637)	\$ (1,751,473)
Social Services	\$ 2,527,696	\$ 2,527,696	\$ -
Community Services	\$ 2,670,276	\$ 2,669,845	\$ (431)
Behavioral Health	\$ 16,510	\$ 16,510	\$ -
Public Health*	\$ 4,395,406	\$ 4,583,157	\$ 187,751
Animal Services	\$ 2,123,039	\$ 2,123,039	\$ -
Public Guardian	\$ 1,686,664	\$ 1,686,664	\$ -
Veteran Affairs	\$ 512,672	\$ 518,759	\$ 6,087
Total	\$ 13,515,099	\$ 11,957,033	\$ (1,558,066)

* Public Health adjusted to remove \$161,436 General Fund Contribution for FY 2018-2019 due to transfer of Emergency Medical Services (EMS) to the Chief Administrative Office.

NEW SERVICES

Veteran Affairs

Effective July 1, 2018, Veteran Affairs became an HHSA program. This allowed the enhancement of the service delivery of Veteran Affairs by allowing the small department of 5.0 FTEs to utilize the administrative and financial infrastructure in place in HHSA. The contracts, recruitment, budget monitoring, payroll, accounts payable and other administrative and fiscal needs transitioned to the Administrative and Financial Services division of HHSA, allowing the Veteran Service Representatives and County Veteran Service Officer more time to manage growing caseloads and veteran client support. In addition, a 1.0 FTE Fiscal Assistant from the HHSA Administrative and Financial Department is housed with the Veteran Affairs program to provide ongoing support.

Behavioral Health

Behavioral Health has opted into the Organized Delivery System (ODS) Waiver Program for a more comprehensive substance abuse treatment approach. The waiver is a California pilot program effective through 2021 and enables more local control and accountability, provides greater administrative oversight, creates utilization controls to improve care and efficient use of resources, implements evidence based practices in substance abuse treatment, and coordinates with other systems of care. Participating counties can offer an expanded range of substance use disorder treatment modalities for Medi-Cal beneficiaries including a Narcotic Treatment Program, non-perinatal residential substance abuse treatment, withdrawal management, and recovery services. The implementation plan and rate proposals have been approved by the State and the target start date is June 1, 2019.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

Homelessness Services

Homelessness in the State of California and in El Dorado County is a growing concern. As a result, HHSA has budgeted County General Fund beginning in FY 2018-19 to support a homelessness coordinator contract. Several community partners have offered support to this contract and these revenues partially offset the contract cost in FY 2019-20. Homelessness is a countywide issue and affects the health and safety of the entire community.

HHSA has recently applied for and has been awarded several State Grants that target the prevention of homelessness. The Homeless Emergency Aid Program (HEAP), which is a multi-year grant, will be used for homelessness prevention, capital improvements for shelters, and housing assistance for target populations throughout the County. Other State Grants include funds for strategic planning and technical assistance for applying for grant funds that target homelessness prevention. As homelessness is at the forefront of State Legislation discussions, additional funding is expected to be allocated to the County over the next several years. This and other grant awards are discussed in the Community Services section of this Budget document.

Emergency Medical Services and Emergency Preparedness and Response

Effective July 1, 2019, the Emergency Medical Services (EMS) and Emergency Preparedness and Response programs are transferred from HHSA to the Chief Administrative Office (CAO). This resulted in several personnel allocation changes and restructuring of the program leadership. Additionally, the shift in program oversight will allow for enhanced collaboration and County coordination of emergency services and preparedness as it relates to fire, medical and County response to disasters.

PENDING ISSUES AND POLICY CONSIDERATIONS

IHSS Legislative Cost Changes to Counties

The In-Home Supportive Services (IHSS) County share of costs is paid with Social Services 1991 Realignment, which is funded with a portion of Sales Tax and Vehicle License fee collections. FY 2019-20 is the third year under the new IHSS Maintenance of Effort (MOE) model shifting costs from the State to Counties. Although the State re-based the IHSS MOE at a slightly lower amount than previously projected and Realignment collections are currently estimated to be sufficient to cover the cost for 2019-20, the IHSS MOE continues to be a major budgetary concern for Counties. Future cost increases and the long term viability of Realignment funding to pay for legislated obligations is uncertain.

HHSA Facility Issues

HHSA facilities are at capacity and it will be difficult to continue meeting staffing and service demands required by the State without identifying additional space. In this regard, HHSA has been working with the Chief Administrative Office — Facilities Division to assess Agency space needs on the West Slope.

In coordination with County Facilities, HHSA is in the process of creating a South Lake Tahoe (SLT) HHSA campus. The first step was to purchase a building that will require capital improvements known as the Sandy Way project. HHSA is currently delivering client services in antiquated county facilities. The Sandy Way building will allow for improved utilization of space for both staff and clients. The Sandy Way project is expected to be completed in late summer of 2019. The second step in the process will be the rebuilding of the El Dorado Center building. HHSA is currently in the design phase of this building project and will be reviewing potential budget figures and funding options to ensure funding is

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

available for the construction phase of the project. HHSA is working with CAO staff, including Facilities, to review various options and present them to the Board. The project could be delayed until funding has been sufficiently identified to ensure completion of the project.

General Fund Contributions

HHSA has been absorbing the majority of its cost increases with available State, federal, and Realignment funding. Over the years, as some general operating costs have increased, HHSA has worked to keep the increase in County General Fund contributions to a minimum. The Agency has seen budget pressures grow in General Fund programs such as Animal Services and Public Guardian. These programs operate with minimum program staff and office support staff, based on current service levels. To meet a status quo budget, programs have maintained their staffing levels and have deferred needed equipment purchases.

Increases for CalPERS Retirement, wage increases and other cost applied charges were absorbed in the programmatic departments by employing staffing vacancy factors, primarily in Social Services, and reducing the operations budget based on prior year spending. The vacancy factors will be managed by holding positions vacant for longer periods of time or in some cases for the entire the fiscal year. Although there is a natural vacancy factor within most HHSA divisions, some have been increased above the annual budgeted percentage. The largest increase in vacancy factor is to the Social Services Division Income Maintenance (SSD IM) programs, for which the budgeted vacancy was increased from 10% to 14%. Typically this program averages an 11% vacancy; however, the program's primary concern is for meeting State mandated response times for clients filing for emergency services and annual re-certifications. The future challenge for SSD IM programs is decreasing state and federal funding allocations with increasing uncontrolled costs.

1991 Realignment

1991 Realignment revenues fund the County's share of cost for realigned programs in three different HHSA areas: Pubic 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, combined with general cost increases such as CalPERS retirement, HHSA is seeing a continued limitation in available 1991 Realignment resources to fund mandated programs.

AB 403 (Stone)/Continuum of Care Reform

Assembly Bill 403, Continuum of Care Reform (CCR), went into effect January 1, 2017. This is a significant change to the Foster Care and Adoptions Assistance rate structure that has increased Foster Care and Adoption cash assistance costs by over 37% since FY 2016-17. California Proposition 30, which included the creation of the 2011 Realignment funding, requires the State to fund any increase to service levels and costs above what was realigned in 2011. The Governor's FY 2019-20 Budget continues to underfund AB 403 cost increases. As further cash assistance rate structure changes are implemented during the latter part of FY 2018-19, and administrative regulations are added, costs are projected to continue to increase without sufficient funding.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

Behavioral Health Department – Office of Inspector General Audit Settlement

The State recently received a federal Medi-Cal audit finding from the Office of the Inspector General (OIG) that is going to be charged back to counties. This was the first OIG audit and the audit process utilized a small sample of the Medi-Cal claims and extrapolated the results to the entire population of claims. This resulted in a significant recoupment of funds from the State by the OIG. Currently, the Behavioral Health Department share is estimated at \$472,000. The County requested to return the funds over a four year payback period.

RECOMMENDED BUDGET

The Budget for Health and Human Services Agency is recommended at \$158,967,004, which is an increase of \$8,543,304 (5.7%) when compared to the FY 2018-19 Adopted Budget. For comparison purposes, the FY 2018-19 Budget has been adjusted downward by \$1,741,136 in Public Health to account for the transfer of the EMS and Emergency Preparedness functions from HHSA to the Chief Administrative Office (CAO). These programs will be discussed as part of the CAO Recommended Budget.

As part of the FENIX implementation each HHSA division was organized in the financial system as a separate Department, and each Department budget is presented in the following sections: Administration and Finance, Social Services, Community Services, Behavioral Health, Public Health, Animal Services, Public Guardian and Veteran Affairs.

The following personnel allocation changes are recommended to reflect the Agency's current staffing, as approved through alternatively filled positions in FY 2018-19.

Position	Add	Delete
Social Worker I/II	1.00	
Social Worker IV		1.00
Veteran Services Officer I/II	1.00	
Sr. Veteran Services Officer		1.00
	2.00	2.00

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Director, Health & Human Services Agency	1.00	1.00	1.00	-
Accountant I/II	9.00	9.00	9.00	-
Administrative Assistant I/II	1.00	1.00	1.00	-
Administrative Secretary	1.00	1.00	1.00	-
Administrative Services Officer	2.00	2.00	2.00	-
Administrative Technician	8.50	8.00	8.00	(0.50)
Alcohol and Drug Program Division Mgr	1.00	1.00	1.00	-
Animal Control Officer I/II	7.00	8.00	8.00	1.00
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	1.00	1.00	0.20
Chief Animal Control Officer	1.00	1.00	1.00	-
Chief Fiscal Officer	1.00	1.00	1.00	-
Community Health Advocate	7.00	6.00	6.00	(1.00)
Cook I/II	2.81	2.81	2.81	-
Department Analyst I/II	18.00	18.00	18.00	(0.00)
Department Systems Analyst	1.00	1.00	1.00	-
Deputy Director	5.00	5.00	5.00	-
Deputy Public Guardian I/II	6.00	6.00	5.00	(1.00)
Disease Investigation & Control Specialist I/II	1.00	1.00	1.00	-
Eligibility Specialist Trainee/I/II	62.60	62.60	62.60	-
Eligibility Specialist III	19.00	19.00	19.00	-
Eligibility Supervisor	13.00	13.00	13.00	-
Employment & Training Worker I/II	13.80	12.00	12.00	(1.80)
Employment & Training Worker III	4.50	4.50	4.50	-
Employment & Training Worker Supv	4.00	4.00	4.00	-
EMS Agency Medical Director	0.40	0.00	0.00	(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 - Limited Term	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	4.00	4.00	4.00	-
Fiscal Services Supervisor	1.00	1.00	1.00	-
Fiscal Technician	16.00	16.00	16.00	-

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

PERSONNEL ALLOCATION (CONT.)

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Food Services Aide	1.75	1.75	1.75	-
Food Services Supervisor	1.00	1.00	1.00	-
Health Education Coordinator	12.00	12.00	12.00	-
Health Program Manager	1.00	1.00	1.00	-
Health Program Specialist	9.00	9.00	9.00	-
Health Program Specialist -Limited Term	0.80	0.80	0.80	-
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 III	1.00	1.00	1.00	-
Information Technology Department Specialist	1.00	1.00	1.00	-
Legal Clerk III	1.00	1.00	1.00	-
Manager, EMS, Preparedness and Response	1.00	0.00	0.00	(1.00)
Manager of Mental Health Programs	2.00	2.00	2.00	-
Mealsite Coordinator	6.31	6.31	6.31	-
Medical Office Assistant I/II	10.80	10.80	10.80	-
Medical Records Technician	0.90	0.90	0.90	-
Mental Health Aide	6.25	6.25	6.25	-
Mental Health Clinical Nurse	1.00	1.00	1.00	-
Mental Health Clinician IA/IB/II	30.50	30.50	30.50	-
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	6.00	6.00	6.00	-
Mental Health Worker I/II	11.00	14.00	14.00	3.00
Mental Health Worker I/II -Limited Term	3.50	0.00	0.00	(3.50)
Nutrition Services Supervisor	1.00	1.00	1.00	-
Nutritionist	1.20	1.20	1.20	-
Occupational/Physical Therapist	3.15	3.15	3.15	-
Office Assistant I/II	17.50	17.50	17.50	-
Office Assistant III	13.00	13.00	13.00	-
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	21.80	22.00	22.00	0.20
Program Assistant -LT	0.50	0.00	0.00	(0.50)
Program Coordinator	4.00	4.00	4.00	-
Program Coordinator -LT	1.00	1.00	1.00	-
Program Manager	12.00	11.70	11.70	(0.30)
Psychiatric Technician I/II	3.00	3.00	3.00	-
Psychiatrist I/II	1.00	1.00	1.00	-

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

PERSONNEL ALLOCATION (CONT.)

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Public Health Nurse I/II	15.10	15.10	15.10	-
Public Health Nurse Practitioner	1.80	1.80	1.80	-
Public Health Nurse Supervisor	4.00	4.00	4.00	-
Public Health Officer	1.00	1.00	1.00	-
Public Services Assistant	1.00	1.00	1.00	-
Quality Improvement Coordinator	0.50	0.00	0.00	(0.50)
Screeener	5.00	5.00	5.00	-
Secretary	1.00	1.00	1.00	-
Senior Citizens Attorney I/II/III	1.50	1.50	1.50	-
Seniors' Daycare Program Supervisor	2.00	2.00	2.00	-
Services Support Assistant III	3.00	3.00	3.00	-
Social Services Aide	17.00	17.00	17.00	-
Social Services Program Manager	6.00	6.00	6.00	-
Social Services Supervisor I	4.00	4.00	4.00	-
Social Services Supervisor II	9.00	9.00	9.00	-
Social Worker Clinician	1.00	1.00	1.00	-
Social Worker I/II	9.00	10.00	10.00	1.00
Social Worker III	25.40	25.40	25.40	-
Social Worker IV	25.80	25.80	25.80	-
Sr. Accountant	1.00	1.00	1.00	-
Sr. Animal Control Officer	1.00	1.00	1.00	-
Sr. Department Analyst	4.00	4.00	4.00	-
Sr. Fiscal Assistant	1.00	1.00	1.00	-
Sr. Licensed Vocational Nurse	1.00	1.00	1.00	-
Sr. Office Assistant	6.00	5.00	5.00	(1.00)
Sr. Veterans Service Representative	1.00	0.00	0.00	(1.00)
Staff Services Analyst I/II	7.00	6.00	6.00	(1.00)
Supervising Accountant/Auditor	6.00	6.00	6.00	-
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	4.00	4.00	(1.00)
Supervising Occupational/Physical Therapist	0.80	0.80	0.80	-
System Support Analyst	3.00	3.00	3.00	-
System Support Analyst - Limited Term	1.00	1.00	1.00	-
Veterans Service Officer	1.00	1.00	1.00	-
Veterans Services Representative I/II	2.00	3.00	3.00	1.00
Vocational Counselor	1.00	1.00	1.00	-
Welfare Collections Officer	1.00	1.00	1.00	-
Department Total	614.22	607.12	606.12	(8.10)

Administration and Financial Services

RECOMMENDED BUDGET • FY 2019-20

MISSION

The County of El Dorado, Health & Human Services Agency (HHS), Administration and Financial Services Department provides administrative and fiscal support to the seven programmatic departments of HHS including Behavioral Health, Public Health, Community Services, Social Services, Animal Services, Public Guardian and Veterans Affairs. The Department’s mission is to support programs and community stakeholders by providing financial information in an efficient, collaborative and consistent manner to ensure compliance with government regulation and fiscal accountability.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	3,462,206	4,770,574	5,498,985	728,411
Miscellaneous Rev	15	0	0	0
Total Revenue	3,462,221	4,770,574	5,498,985	728,411
Salaries & Benefits	6,865,099	7,459,654	7,680,869	221,215
Services & Supplies	1,878,107	2,188,677	2,246,634	57,957
Serv/Supply Abate	(552,421)	(710,000)	(710,000)	0
Intrafund Transfers	657,948	481,751	387,302	(94,449)
Intrafund Abatement	(3,929,037)	(5,066,672)	(6,274,457)	(1,207,785)
Total Appropriations	4,919,696	4,353,410	3,330,348	(1,023,062)
FUND 1000 GENERAL FUND TOTAL	1,457,475	(417,164)	(2,168,637)	(1,751,473)

MAJOR BUDGET CHANGES

Revenue

\$728,411 Increase in Charges for Services to other HHS programs based on a higher Indirect Cost Rate (ICR). The ICR is calculated on fiscal activity two years prior (FY 2017-18), and results in reconciliation of the over/under collections that occur over time.

Appropriations

Salaries and Benefits

\$95,018 Net increase due primarily to negotiated wage increases (\$129,775), and merit/step and other salary adjustments (\$82,139), offset by decrease due to deletion of 2.0 vacant FTEs, (1.0 Department Analyst I/II and 1.0 Sr. Office Assistant) (\$116,896).

\$128,648 Net increase due to increase in Stand By Pay (\$10,000), increased CalPERS retirement costs (\$169,412) and increase in County’s share of cost for health insurance benefits (\$67,762), offset by decreases in budgeted unemployment fund contribution (\$118,526).

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

Services and Supplies

\$57,957 Net increase due primarily to Utilities rate increase (\$91,800), Building Rent and Leased Equipment increases (\$41,245), Printing Services increase for 2-1-1 services (\$1,500), offset by decreases in Professional Services (\$14,977) and Computer Equipment (\$63,150) to align budget with prior year actuals.

Intrafund Transfers

(\$94,449) Decrease primarily due to a reduction in A-87 Cost Plan charges for support from central service departments (\$93,366).

Intrafund Abatements

(\$1,207,785) Increase in charges (shown as a negative expense) to other departments within HHS related to higher Indirect Cost Rate (ICR) allocations (\$1,206,476).

PROGRAM SUMMARY

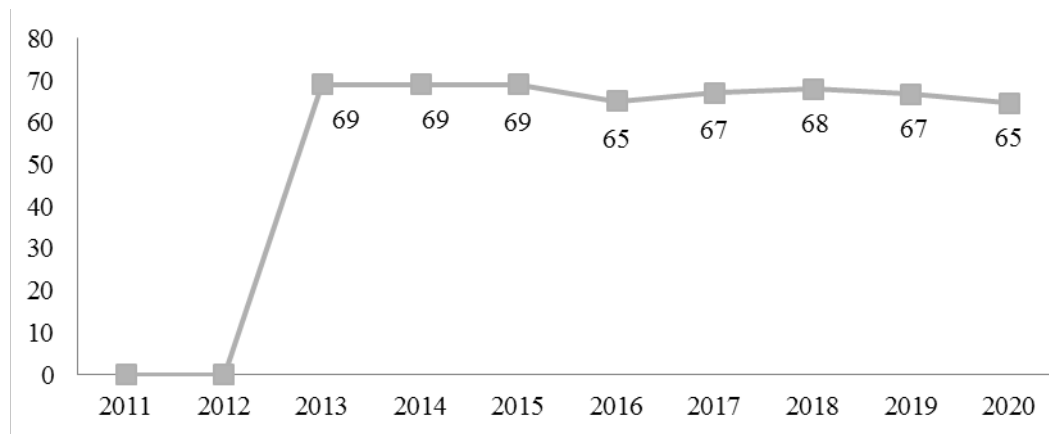
HHS Administration was created in July 2013 to provide efficiencies in administrative and fiscal support to the various programs in each of the seven programmatic departments of the Agency. The Department provides a wide range of services to the seven program departments, including maintaining and monitoring contracts, providing fiscal and budget support, coordination of facility maintenance, purchasing, billing, payroll, grant reporting, preparing items for submission to the Board of Supervisors, and internal personnel processing. The Department charges programs for use of its services and recovers costs from each of the seven departments of HHS through an Indirect Cost Rate (ICR).

Administration and Financial Services

RECOMMENDED BUDGET • FY 2019-20

STAFFING TREND

Staffing for the Health and Human Services Agency (HHS) Administration and Financial Services Department reflects a net decrease of 1.1 FTEs for a total of 64.65 FTEs. This includes the deletion of 2.0 vacant FTEs (1.0 Department Analyst I/II and 1.0 Senior Office Assistant) as a result of reduced level of support for the Emergency Medical Response (EMS) and Emergency Preparedness and Response programs that are transferring to the Chief Administrative Office, as well as the transfer of 0.1 FTE Deputy Director to the Community Services Department for Homeless Emergency Aid Program (HEAP). These reductions are offset by the transfer in of 0.5 FTEs to HHS Administration from the Public Health division to support the Performance Management and Quality Improvement component of the Service Integration Program Plan (0.45 Department Analyst I/II, 0.05 Office Assistant) as well as the transfer in of 0.5 FTE Sr. Department Analyst from the Behavioral Health division.



RECOMMENDED BUDGET

The Budget is recommended at \$3,330,348, which is a decrease of \$1,023,062 (23.5%) when compared to the FY 2018-19 Adopted Budget, due to cost being shifted to other HHS programs and the Chief Administrative Office.

The General Fund cost for this Department is recommended at (\$2,168,637). Overall, the General Fund cost reflects a decrease of \$1,751,473 when compared to the FY 2018-19 Adopted Budget, due primarily to an increase in revenue based on the higher Indirect Cost Rate (ICR). Higher labor costs in other divisions result in increased collection of revenues via the ICR. The ICR percentage is calculated using FY 2017-18 actual costs. The timing difference between when costs are incurred and when they are allocated to other HHS divisions results in the incoming charges in a given year not exactly offsetting the outgoing allocations. As a result, revenues adjust each year and result in either under or over collection, thereby increasing or decreasing the General Fund cost in the given year.

The decrease is due primarily to an anticipated over-collection of budgeted revenues compared to the budgeted expenditures for FY 2019-20 in the amount of \$2,168,637, which results in a decrease in General Fund cost of \$1,751,473 from the prior year. The over-collection of revenue will be returned to programs through a future ICR calculation and application.

CAO Adjustments

No CAO adjustments were made.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

Source & Uses of Funds

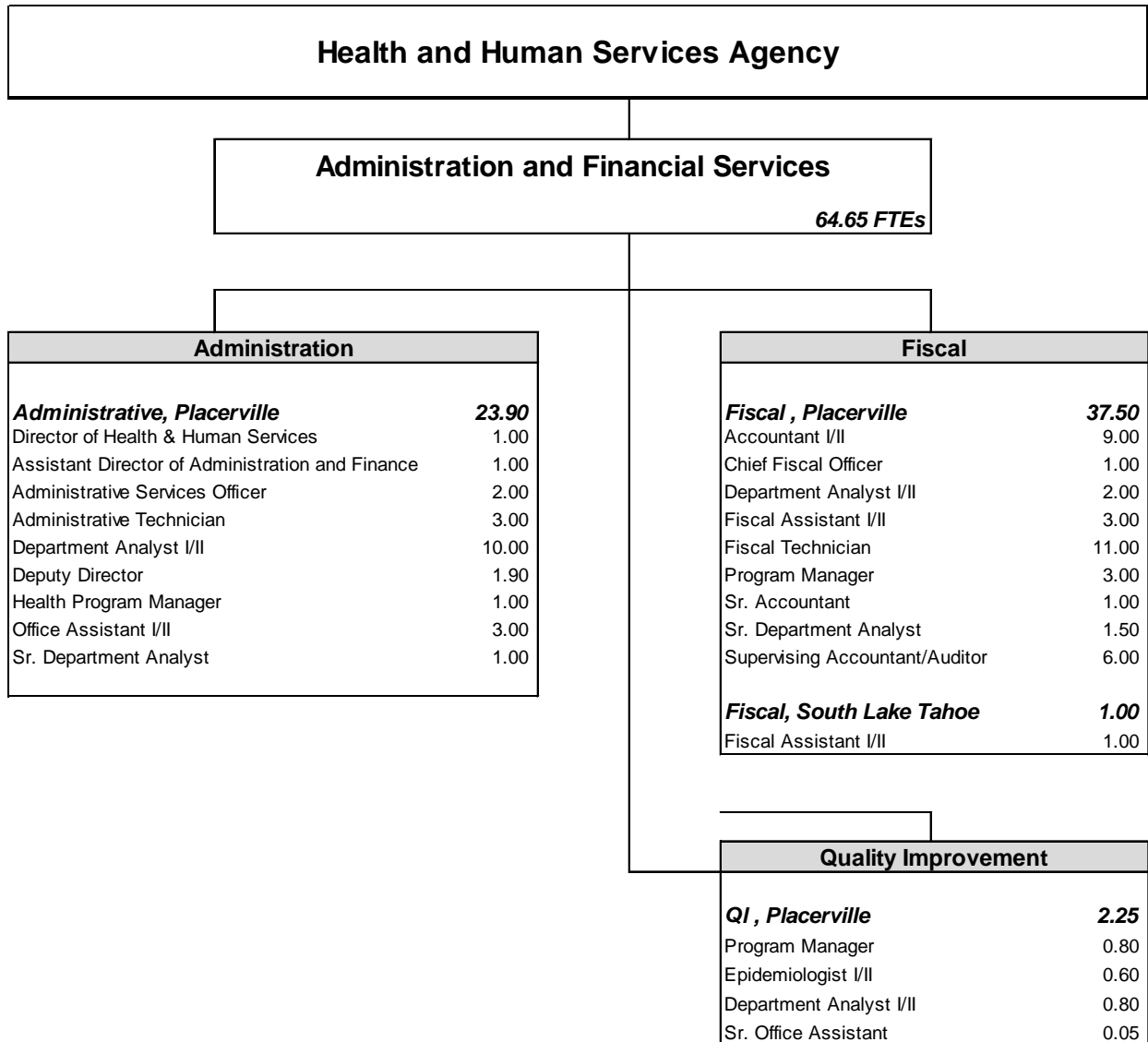
The Health and Human Services Agency Administration and Financial Services Department was created to provide efficiencies in administrative and fiscal support to all the various programs across the agency. The Department allocates these fiscal and administrative costs to programs within the agency based on direct program salaries. All Administrative Department costs are funded from state, federal, realignment, donations/fees, and General Fund.

At the beginning of the fiscal year the Department calculates an Indirect Cost Rate (ICR) that is allocated to all Departments in the Health and Human Services Agency based on direct salary dollars. The ICR is based on actual audited costs from two years prior. Due to the nature of the ICR, some years will result in a return to General Fund while others will result in a Net County Cost. When using an indirect cost rate methodology, it is anticipated that over a two year period the costs of the Administration Department will be fully recovered (funded) by the programmatic departments. Although the Department is budgeting a decrease to Net County Cost for FY 2019-20 with a budgeted over collection of \$2,168,637, the Department under-collected in prior years. Over the past five years the Department has under-collected approximately (\$276,652), which will be returned to the General Fund in future years.

Administration and Financial Services

RECOMMENDED BUDGET • FY 2019-20

ORGANIZATIONAL CHART





Social Services

RECOMMENDED BUDGET • FY 2019-20

MISSION

The County of El Dorado Health and Human Services Agency (HHS), Social Services Department provides a range of programs to assist persons in attaining or maintaining their self-sufficiency, independence, safety and/or well-being. The mission is to respectfully serve all persons in a manner that improves the overall quality of life in El Dorado County.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	(484)	0	0	0
IG Rev - State	10,407,270	7,912,357	9,450,214	1,537,857
IG Rev - Federal	22,227,474	25,338,165	25,530,810	192,645
Other Gov Agency	9,089	5,000	5,000	0
Service Charges	3,198	0	0	0
Miscellaneous Rev	522,751	480,050	480,050	0
Other Fin Sources	20,075,464	23,590,450	25,048,662	1,458,212
Total Revenue	53,244,761	57,326,022	60,514,736	3,188,714
Salaries & Benefits	20,817,433	21,862,533	22,910,049	1,047,516
Services & Supplies	1,777,553	2,122,350	2,087,037	(35,313)
Other Charges	26,153,406	28,341,701	29,486,996	1,145,295
Intrafund Transfers	6,987,636	7,527,134	8,558,350	1,031,216
Total Appropriations	55,736,029	59,853,718	63,042,432	3,188,714
FUND 1000 GENERAL FUND TOTAL	2,491,267	2,527,696	2,527,696	0

MAJOR BUDGET CHANGES-SOCIAL SERVICES AND PUBLIC ASSISTANCE

Revenue

State Intergovernmental

- \$702,117 Increase in State revenues due primarily to AB 403 Continuum of Care Reform (CCR) Foster Care Assistance cost increases.
- \$287,392 Increase in State General Fund allocation for the Housing Support Program targeting homelessness prevention.
- \$378,916 Increase in State General Fund support for the In Home Support Services Program (IHSS) for Administrative Activities. The FY 2019-20 Governor’s Proposed Budget includes changes in statute to the IHSS Maintenance of Effort (MOE) including the replacement of the MOE for Administrative Activities with an increased capped General Fund allocation, re-basing the MOE for Provider Services to levels that 1991 Realignment will support, and lowering the annual inflation factor to 4%.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

\$169,432 Increase in State General Fund allocations for other Administrative and Assistance Programs.

Federal Intergovernmental

\$514,368 Increase in Federal cost share revenues tied to AB 403 Continuum of Care Reform (CCR) Foster Care and Adoptions Assistance cost increases.

\$352,257 Increase in open ended Title IV-E Federal revenues tied to cost increases in Child Welfare Programs.

\$121,054 Increase in Federal revenues due to CalWORKs Assistance Grant increases and other welfare allocation increases.

(\$795,034) Decrease in Federal revenues due to a portion of the funding for CalWORKs Administrative Activities being offset with the Child Poverty and Family Support Subaccount.

Other Financing Sources

\$663,178 Increased Realignment revenue from the State reflecting FY 2017-18 and FY 2018-19 adjustments to IHSS County share of costs.

\$795,034 Increased Realignment revenue transferred in from Special Revenue Funds from the Child Poverty and Family Support subaccount offsetting the decrease in Federal funding for CalWORKs Administrative Activities (see Federal Revenue above).

Appropriations

Salaries and Benefits

\$641,095 Net increase in salaries and benefits primarily due to negotiated wage increases (\$1,722,467), partially mitigated with an increased vacancy rate and reduced budgeted Unemployment Insurance fund contributions (\$1,081,372).

\$518,439 Increase in CalPERS retirement costs.

(\$124,567) Net decrease in other benefits including Workers Compensation (\$143,120) offset by an increase in Retiree Health (\$18,576) cost applied charges.

Other Charges

(\$151,474) Decrease in the IHSS Maintenance of Effort (MOE) due to statute changes in the Governor's FY 2019-20 Proposed Budget.

\$220,649 Increase in CalWORKs Assistance due to SB 982 which brings CalWORKs assistance grants to within a minimum of 50% of the Federal Poverty Level. The grant increases began late in FY 2018-19, with planned phased increases over three years.

\$700,000 Increase in Foster Care assistance costs as a result of cash assistance rate increase to foster care providers per AB403 CCR.

Social Services

RECOMMENDED BUDGET • FY 2019-20

- \$297,929 Increase in Health Services to beneficiaries of Children’s Programs for prevention and reunification.

- \$78,191 Increase to other client services including Child Care and other ancillary services based on trend of prior year actuals.

Intrafund Transfers

- \$1,034,608 Increase to the Administration and Finance support Indirect Cost Rate (ICR) charges to Social Services programs primarily due to negotiated wage increases.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	655	120	120	0
IG Rev - Federal	157,539	172,923	250,000	77,077
Fund Balance	0	52,468	34,594	(17,874)
Total Revenue	158,194	225,511	284,714	59,203
Salaries & Benefits	5,181	32,702	20,113	(12,589)
Services & Supplies	0	7,501	7,045	(456)
Other Charges	158,810	185,308	257,556	72,248
Total Appropriations	163,992	225,511	284,714	59,203
FUND 1113 WRAPAROUND SB163 TOTAL	5,798	0	0	0

MAJOR BUDGET CHANGES – WRAPAROUND SERVICES

Revenue

Federal Intergovernmental

- \$77,077 Increase in Federal revenues for the CalOES Victim Services Grant (CASA-Court Appointed Special Advocate).

Fund Balance

- (\$17,874) Decrease in Fund Balance for SB 163 Wraparound Services, using all remaining balance in FY 2019-20.

Appropriations

Salaries and Benefits

- (\$12,589) Decrease in Extra Help for SB 163 Wraparound Services due to limited funding.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

\$77,077 Increase in Ancillary Services due to increase in CalOES Victim Services Grant (CASA).

(\$4,829) Decrease in Administration and Finance support charges to SB 163 Wraparound Services.

PROGRAM SUMMARIES

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 determines 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 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 also administers a grant from the California Office of Emergency Services for Elder Abuse. The grant was originally awarded in FY 2017-18 for a period of two years, but has been extended on a year for year basis. 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

The In-Home Supportive Services (IHSS) program provides personal care and domestic services to MediCal eligible individuals to help them remain safely in their own homes and communities. Recipients are eligible to receive assistance with tasks such as bathing, dressing, housework, and meal preparation. The recipients are typically responsible for hiring and supervising a paid IHSS provider. Social Workers employed by the County conduct in-home IHSS assessments of an individual's needs in order to determine the amount and type of service hours to be provided, based on state guidelines. In recent years funding for this mandated service has been an issue for Counties, as State funding has changed, increasing costs to counties. The issue is discussed further in the Pending Issues section below.

Social Services

RECOMMENDED BUDGET • FY 2019-20

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 2019-20 is budgeted to pay for specialized staff to continue working with high-risk youth and their families.

CalOES Victim Services Grant

El Dorado County administers a Victim Services Grant from the California Office of Emergency Services (CalOES). This grant provides enhanced funding to Court-Appointed Special Advocates (CASA) of El Dorado County for increased services and support to victimized youth in Foster Care. The grant was originally awarded in FY 2017-18 for a period of two years, but has been extended on a year for year bases.

BUDGET SUMMARY BY PROGRAM

Social Services Total	Appropriations	Revenues	Net County Cost	Staffing
SB 163 Wraparound	\$ 34,714	\$ 34,714	\$ -	0.00
CalOES Elder Abuse Grant	\$ 206,069	\$ 206,069	\$ -	1.00
CalOES Victim Services Grant	\$ 250,000	\$ 250,000	\$ -	0.00
SS Admin & Public Assistance	\$ 62,836,363	\$ 60,308,667	\$ 2,527,696	270.30
Social Services	\$ 63,327,146	\$ 60,799,450	\$ 2,527,696	271.30

PENDING ISSUES

The Social Services programs are subject to constant change by federal and state legislation. The following items concern the potential impact to the county due to increasing costs and volatile funding streams:

In Home Support Services (IHSS)

The In-Home Supportive Services (IHSS) County share of costs is paid with Social Services 1991 Realignment, which is funded with a portion of Sales Tax and Vehicle License fee collections. FY 2019-20 is the third year under the new IHSS Maintenance of Effort (MOE) model shifting costs from the State to Counties. Although the State re-based the IHSS MOE at a slightly lower amount than previously projected and Realignment collections are currently estimated to be sufficient to cover the cost for 2019-20, the IHSS MOE continues to be a major budgetary concern for Counties. Future cost increases and the long term ability of Realignment to fund legislated obligations are uncertain.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

AB 403, Continuum of Care Reform (CCR)

AB 403, Continuum of Care Reform (CCR) went into effect January 1, 2017. A significant change to the Foster Care and Adoptions Assistance rate structure has increased Foster Care and Adoption cash assistance costs. By the end of FY 2018-19 it is projected that Foster Care Assistance costs will have increased by over 35% since FY 2016-17 (increasing from \$7.6 million in FY 2016-17 to \$10.3 million in FY 2018-19). Foster Care Assistance is funded with Federal, State and County Realignment sources. County Realignment accounts for an average of 55% of the funding, is a capped annual allocation, and is also the major funding source for other Social Services Cash Assistance and Administrative Activities (including IHSS). An economic downturn, when the demand for services is high and revenues collections are down, could create a challenge for the County to fund these mandated programs and assistance payments.

Family First Prevention Services Act

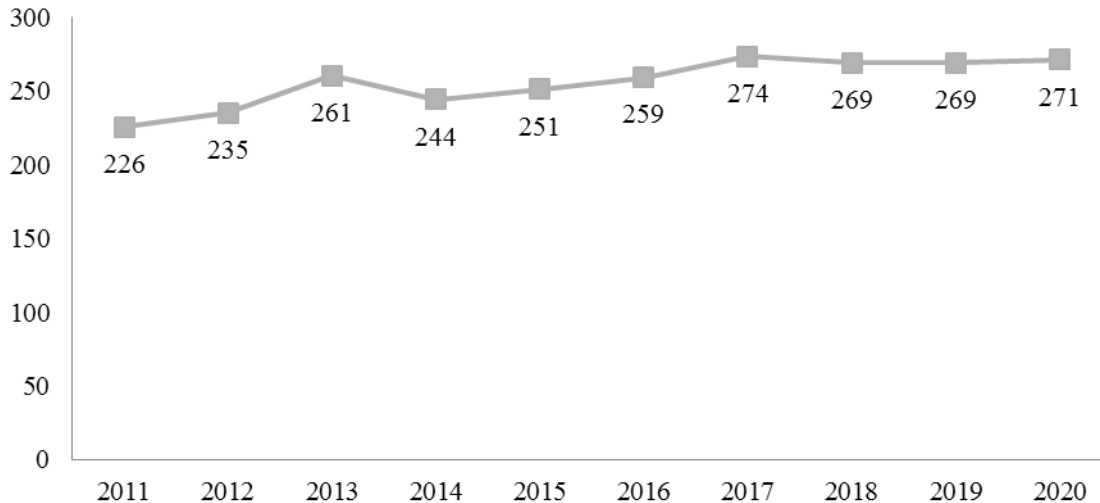
The Family First Prevention Services Act, signed in the February 2018 federal spending bill prioritizes keeping families together and puts more money toward at-home parenting classes, mental health counseling and substance abuse treatment and puts limits on placing children in institutional settings such as group homes. It's the most extensive overhaul of foster care in nearly four decades. This law places a two week cap on the federal funding for group homes; currently group home placements have open ended federal funding. The new restrictions begin in 2019. States can ask for a two-year delay to implement the group home provisions of the law, but if they do, states will not receive federal funding for preventive services. If California does not delay the group home limit, counties will have open ended federal funding for pre-placement services for children and parents in a wrap-around service model, with the goal of keeping families together. The challenge for states will be transitioning the Child Welfare process and provider base from placement to prevention. The impact to California counties is unknown at this time. HHSA will keep the Board informed as information becomes available.

Mandated Program Funding

In 2011, the State shifted fiscal responsibility to counties by fully realigning the funding for the majority of traditional Children's Welfare Programs, Adult Protective Services and the cash benefits for CalWORKs, Foster Care, and Adoptions Assistance. These programs are mostly supported with Federal and Realignment funding and receive little State General Fund support. This is further impacted by the restructuring of the IHSS MOE county share. As costs that are out of HHSA's control increase at a faster rate than revenues are realized, the programs that compete for the same funding are at greater risk of requiring future County General Fund support. These are mandated entitlement programs for which we cannot deny eligible beneficiaries due to budgetary restrictions.

STAFFING TREND

The recommended staff allocation for FY 2019-20 is 271.3 FTEs. The net change to Social Services is an increase of 2.17 FTE. This includes the deletion of a vacant 1.0 FTE Employee and Training Worker I/II, and the transfer of 0.17 FTE Program Manager, 1.0 FTE Employment and Training Supervisor, 1.0 Employment and Training Worker I/II, and 1.0 Employment and Training Supervisor III from Community Services due to discontinuing the Workforce Innovation and Opportunity Act (WIOA) contract with Golden Sierra Job Training Agency.



RECOMMENDED BUDGET

The Social Services budget is recommended at \$63,327,146, which is an increase of \$3,247,917 (5.4%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 4% of the funding for the Department at \$2,527,696, and is unchanged from the FY 2018-19 Adopted Budget.

In concept, the Department applies all State, federal, and Realignment funding to cover its operational costs, and considers the A-87 Cost Plan charges for Countywide central services to be largely unfunded. Total A-87 charges are recommended at \$2,631,868, a reduction of approximately \$73,000 from FY 2018-19. In order to keep General Fund costs unchanged from FY 2018-19 Budget, the Department has budgeted a position vacancy rate of 14%, for the Income Maintenance programs, which is approximately 4% higher than the trend, until addition attrition is recognized.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

CAO Adjustments

The supplemental budget request to add a 1.0 FTE Social Worker I/II to support the CalWorks Housing Support Program (HSP) is not recommended at this time, and instead HHS A will shift a similar vacancy from another program. A Department request to add a 1.0 FTE Social Worker IV and delete a 1.0 FTE Staff Services Analyst is recommended, in order to more closely match program resources with a newly-allocated State program for Commercially Sexually Exploited Children (CSEC). Additionally, the Department request to delete a vacant 1.0 FTE Employee and Training Worker I/II due to the discontinuation of the WIOA contract is recommended.

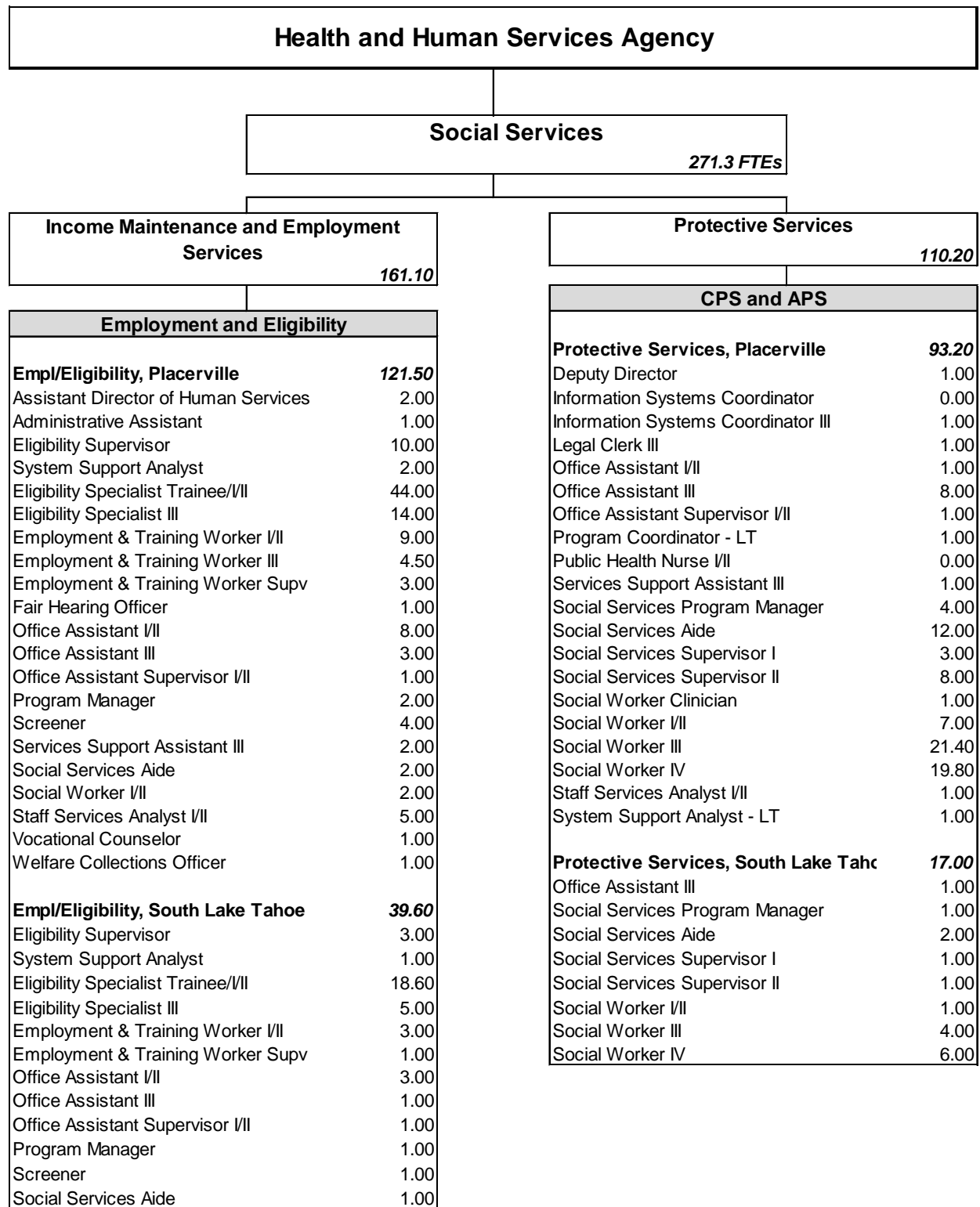
Sources and Uses of Funds

The Social Services division is funded by State, Federal and Realignment funding streams. Any non-reimbursable costs are charged to the County General Fund. In concept, the General Fund pays primarily for the A-87 Cost Plan charges for Countywide central services, since program service levels and costs exceed available Realignment and other funding streams.

The following table summarizes the budgeted changes in revenue from the FY 2018-19 Adopted Budget to the FY 2019-20 Recommended Budget:

Program Area	Revenue change	Notes
CalWORKs Admin. Programs	\$ 408,000	Increase to CalWORKS allocations for Housing Support and Family Stabilization
CalWORKs Cash Assistance	\$ 220,649	Legislated 3.5% increase to CalWORKS Grants for FY 2019-20
IHSS Maintenance of Effort (MOE)	\$ 378,916	Increase to revenue for new IHSS MOE funding statute
Social Services Admin. Programs	\$ 964,664	Wage increases and services to clients
Foster Care and Adoptions Cash	\$ 1,216,485	Increasing Cash Assistance Costs
Total	\$ 3,188,714	

ORGANIZATIONAL CHART





Community Services
RECOMMENDED BUDGET • FY 2019-20

MISSION

The County of El Dorado Health and Human Services Agency (HHS) Community Services Department provides a range of programs to assist persons in attaining or maintaining their self-sufficiency, independence, safety and/or well-being. The mission is to respectfully serve all persons in a manner that improves the overall quality of life in El Dorado County.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	(6,605)	1,360	2,360	1,000
IG Rev - State	66,119	66,119	2,100,370	2,034,251
IG Rev - Federal	3,283,870	3,565,459	3,320,407	(245,052)
Service Charges	879,546	835,783	892,419	56,636
Miscellaneous Rev	245,084	442,098	472,098	30,000
Other Fin Sources	2,163,738	2,759,428	2,689,428	(70,000)
Fund Balance	0	440,475	439,883	(592)
Total Revenue	6,631,753	8,110,722	9,916,965	1,806,243
Salaries & Benefits	3,759,101	4,131,917	4,000,277	(131,640)
Services & Supplies	1,340,608	1,837,538	3,222,904	1,385,366
Other Charges	1,597,932	2,040,926	2,472,410	431,484
Fixed Assets	28,465	18,486	0	(18,486)
Other Fin Uses	0	0	200,000	200,000
Intrafund Transfers	118,808	151,512	152,387	875
Intrafund Abatement	(118,808)	(151,512)	(152,387)	(875)
Contingency	0	81,855	21,374	(60,481)
Total Appropriations	6,726,106	8,110,722	9,916,965	1,806,243
FUND 1107 COMMUNITY SERVICES TOTAL	94,353	0	0	0

MAJOR BUDGET CHANGES—COMMUNITY SERVICES PROGRAMS

Revenue

State Intergovernmental

- \$55,998 Increase in Area Agency on Aging (AAA) ongoing funding for Senior Services.
- \$55,212 Increase due to State-directed change in process funding to Mother Lode Rehabilitation Enterprises (M.O.R.E.) through a County funding agreement instead of distributing funding directly to the Agency.
- \$1,448,324 Increase due to one-time SB850 Homeless Emergency Aid Program (HEAP) funding received by the Health and Human Services Agency, on behalf of the El Dorado County Continuum of Care (CoC). HHS is the Administrative Entity for the CoC.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

\$474,717 Increase due to one-time California Emergency Solutions and Housing (CESH) funding received by the Health and Human Services Agency, on behalf of the El Dorado County Continuum of Care (CoC). HHS is the Administrative Entity for the CoC.

Federal Intergovernmental

(\$397,258) Decrease due to discontinued participation in the Workforce Innovation and Opportunity Act (WIOA) Program, approved in February, 2018.

\$142,523 Increase in AAA funding for Senior Services.

Charges for Services

\$58,500 Increase due to increased client attendance for Senior Day Programs.

Miscellaneous

\$30,000 Increase due to contributions from community partners to help fund the contract for a Homeless Coordinator contract.

Other Financing Sources

(\$30,000) Decrease in General Fund support for Homeless Coordinator as a result of contributions from Community partners.

(\$40,000) Decrease due to Workforce Innovation and Opportunity Act (WIOA) Program ending in FY 2018-19.

Fund Balance

\$59,889 Increase due to correction/adjustment for Med-Cal Administrative Activities (MAA).

(\$50,000) Decrease in fund balance for AAA for Senior Legal program, using \$50,000 per year.

Appropriations

Salaries and Benefits

(\$195,610) Decrease in Salaries and Benefits due to discontinuation of the Workforce Innovation and Opportunity Act (WIOA) Program.

\$101,663 Net increase in AAA program due to merit and salary adjustments, including the addition of .40 FTE for Long Term Care Ombudsman Program, funded by incremental Federal AAA revenue (\$49,102).

(\$37,693) Net decrease primarily due to increases for merit and other adjustments (\$41,624) and in CalPERS retirement benefits (\$29,662), offset by decreases in Overtime (\$28,000), employer share of health insurance benefits (\$80,979).

Community Services
RECOMMENDED BUDGET • FY 2019-20

Services and Supplies

\$850,912	Increase due to one-time Homeless Emergency Aid Program (HEAP) expenditure, for the future purchase or remodel of a property for homelessness shelter.
\$450,981	Increase due to one-time California Emergency Solutions and Housing (CESH) grant spending for emergency housing.
\$42,572	Increase due to food and meal cost increases for the Sr. Nutrition and Older Adult Day Programs.
\$60,530	Increase due to the restoration of prior year budget levels for possible payments to community partners who may participate in the Medi-Cal Administrative Activities (MAA) Program.
(\$24,191)	Decrease for WIOA as program participation was discontinued.

Other Charges

\$140,150	Net increase due to increased Admin/Finance interfund indirect cost charges (\$205,578) offset by decrease in interfund charges to WIOA due to discontinuing the program (\$65,428).
\$55,212	Increase due to pass through of funding agreement with M.O.R.E. This cost is offset by increased revenue.
\$325,000	Increase in one-time Homeless Emergency Aid Program (HEAP) spending to be allocated to assist Homeless Youth through local community based organizations.
(\$74,261)	Decrease to ancillary costs in the Energy Assistance Program.
(\$12,000)	Decrease in central IT programmer support costs.

Operating Transfers Out

\$200,000	Increase due to one-time funding for the Probation Department through the Homeless Emergency Aid Program (HEAP) for housing rental assistance.
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Contingency

(\$58,975)	Decrease in Contingency in the AAA programs, primarily due to the use of fund balance for the Sr. Legal Program.
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Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

DEPARTMENT BUDGET SUMMARY (CONT.)

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	1,222	500	1,200	700
IG Rev - State	214,544	319,358	321,907	2,549
IG Rev - Federal	352,988	475,516	504,557	29,041
Service Charges	95,867	89,062	89,062	0
Other Fin Sources	89,663	68,762	88,331	19,569
Total Revenue	754,284	953,198	1,005,057	51,859
Salaries & Benefits	210,765	257,245	266,553	9,308
Services & Supplies	35,523	16,796	55,721	38,925
Other Charges	482,828	679,157	682,783	3,626
Total Appropriations	729,116	953,198	1,005,057	51,859
FUND 1375 IHSS PUBLIC AUTHORITY TOTAL	(25,168)	0	0	0

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2,948	1,200	1,426	226
IG Rev - Federal	3,029,016	3,210,091	3,362,000	151,909
Other Gov Agency	6,354	13,000	13,000	0
Other Fin Sources	50,000	40,000	90,000	50,000
Fund Balance	0	54,955	150,429	95,474
Total Revenue	3,088,318	3,319,246	3,616,855	297,609
Salaries & Benefits	295,717	310,404	313,830	3,426
Services & Supplies	87,877	41,154	97,527	56,373
Other Charges	2,754,576	2,967,688	3,205,498	237,810
Total Appropriations	3,138,170	3,319,246	3,616,855	297,609
FUND 1376 PUBLIC HOUSING AUTHORITY TOTAL	49,852	0	0	0

MAJOR BUDGET CHANGES—IHSS PUBLIC AUTHORITY AND PUBLIC HOUSING AUTHORITY

Revenue

Federal Intergovernmental – IHSS Public Authority

\$ 29,041 Increase in anticipated Federal participation in In Home Support Services (IHSS) Public Authority.

Federal Intergovernmental – Public Housing Authority

\$151,909 Increase due to Public Housing Authority (PHA) program funding and Family Self Sufficiency.

Other Financing Sources – IHSS Public Authority

\$19,569 Increase in funding to offset IHSS PA increased salary/benefit, services and supplies and Admin/Finance internal charges (ICR).

Other Financing Sources – Public Housing Authority

\$50,000 Increase in Public Housing Authority (PHA) funding from General Fund due to continued depletion of administration fund balance that has supplemented programs during recent years.

Fund Balance – Public Housing Authority

\$95,474 Increase PHA reflecting an adjustment to correct balance.

Appropriations

Services and Supplies – IHSS Public Authority

\$46,000 Increase in PHA expense due to transfer of the Family Self Sufficiency escrow payments from Other Charges, below.

Services and Supplies – Public Housing Authority

\$28,000 Increase in IHSS PA due to labor negotiation contract.

\$12,000 Increase in IHSS PA due to increased provider training costs.

Other Charges – Public Housing Authority

(\$46,000) Decrease in PHA due to transfer of the Family Self Sufficiency escrow payments to the Services and Supplies category above.

\$276,607 Increase in PHA housing costs to align with projections.

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; and a contract for homelessness prevention coordination throughout the County.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

Homeless Emergency Aid Program (HEAP)

The Homeless Emergency Aid Program (HEAP) was recently approved to receive a disbursement for a new multi-year grant awarded to El Dorado County for homeless prevention. The funds, amounting to \$1,448,324, will be advanced with required spending benchmarks, which include capital improvements for homeless shelters, a homeless youth set aside, and a pass thru to the Probation Department for rental assistance. HHSA has been delegated by the Board of Supervisors as the Administrative Entity for the El Dorado County Continuum of Care (CoC), and therefore will administer State grant funding for both the HEAP grant and the California Emergency Solutions and Housing (CESH) grant for \$474,717 on behalf of the CoC.

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; and Family Caregiver Support services to assist families who are caring for a dependent adult in their home.

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 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. The County Board of Supervisors acts as the governing body of this “Authority” and HHSA administers the program.

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. The County Board of Supervisors acts as the governing body of this “Authority” and HHSA administers the program.

CHANGES IN SERVICES

In FY 2018-19 Community Services did not renew the Workforce Innovation and Opportunity Act (WIOA) contract with Golden Sierra Job Training Agency. Over the last ten years, HHSA has administered this program utilizing county staff. In recent years, the steady decrease in funding and the increased client service requirements has challenged HHSA’s ability to remain successful in this program. The 2019 contract will be administered by Golden Sierra and the service levels for El Dorado County residents will remain the same. Golden Sierra will provide staffing and HHSA will provide space in the Employment Resource Center on Briw Road in Placerville, to provide a seamless client support transition. HHSA will absorb the County WIOA staff into the CalWORKs programs during this current calendar year. The current contract funding ends May 2019.

El Dorado County Homeless programs continue to receive support through HHSA. HHSA has been awarded a number of grants to support the Homeless population: Homeless Emergency Assistance Program (HEAP), \$1,448,324, and Homeless Mentally Ill Outreach Treatment Program \$100,000, which will be administered in the HHSA Behavioral Health Division, and California Emergency Solutions and Housing (CESH) \$474,717. HHSA is working in collaboration with the El Dorado County Continuum of Care (CoC) to administer the grants according to the grant application and award plan. At this time HHSA is reviewing and evaluating the workload and potential resource impact of administering these one-time grant programs.

AB 550 provided the AAA Ombudsman Program additional ongoing funding due to the growing number of facilities and anticipated increase in Long-Term Care residents statewide. The increased funding is to support increased services to clients by increasing staff by a .20 Care Management Supervisor and a .20 Program Assistant.

FUTURE ISSUES

Public Housing Authority’s (PHA) funding is insufficient to support the program administrative activities required to operate PHA. The PHA administrative fund balance that supplemented the program over recent years, was depleted in FY 2017-18, and general fund was required to provide support. The general fund request for FY 2019-20 is \$90,000 for increased program costs and insufficient federal revenues. The program management is actively looking into funding opportunities to increase PHA administration through programs such as Housing Urban Development Veterans' Affairs Supporting Housing (HUD-VASH), which also provides PHA administrative revenues. An ongoing analysis of administrative revenues will continue to occur in FY 2019-20. The County Board of Supervisors acts as the governing body of this “Authority” and HHSA administers the program.

BUDGET SUMMARY BY PROGRAM

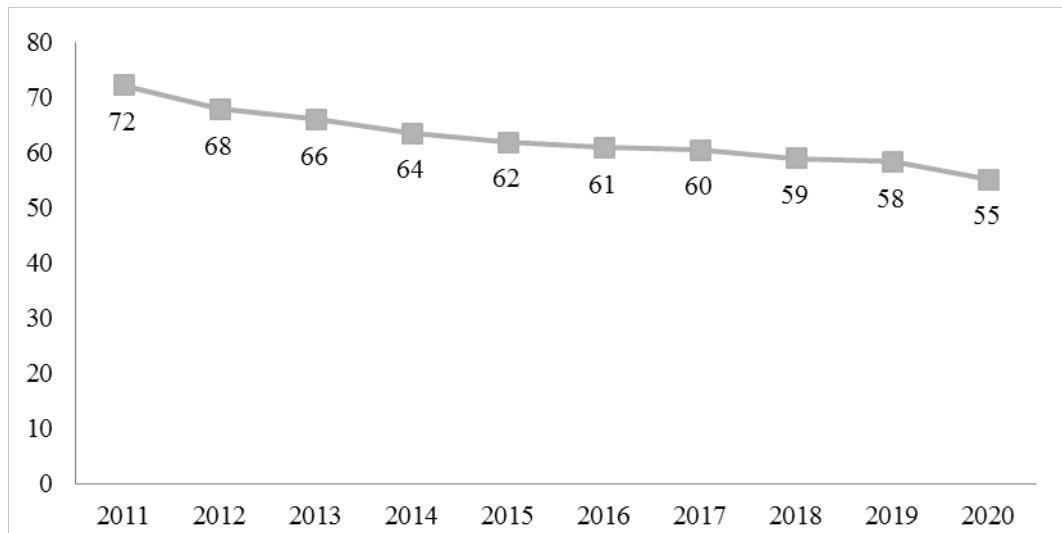
Community Services Total	Appropriations	Revenues	General Fund Contribution	Staffing
Community Programs	\$ 2,646,985	\$ 2,646,985	\$ 139,848	11.05
Homeless Assistance (HEAP and CESH)	\$ 1,923,041	\$ 1,923,041	\$ -	0.00
Aging and Adult Continuum of Care	\$ 5,346,939	\$ 5,346,939	\$ 2,351,666	37.32
IHSS Public Authority	\$ 1,005,057	\$ 1,005,057	\$ 88,331	3.20
Public Housing Authority	\$ 3,616,855	\$ 3,616,855	\$ 90,000	3.55
Community Services Total	\$ 14,538,877	\$ 14,538,877	\$ 2,669,845	55.12

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

STAFFING TREND

The recommended staff allocation for FY 2019-20 is 55.12, which is a reduction of 3.22 FTEs from the FY 2018-19 Budget. This includes the deletion of a vacant .50 Limited Term Program Assistant, and deletion of a vacant .80 FTE Employment and Training Worker I/II from the WIOA program, for a net reduction of .90 FTEs, offset by the addition of .40 FTEs to support the newly funded Long Term Care Ombudsman Program (.20 Care Management Supervisor and .20 Program Assistant). Additionally, a net total of 2.32 FTEs are transferring to other divisions in HHSA.



RECOMMENDED BUDGET

The Budget for Community Services is recommended at \$14,538,877, which is an increase of \$2,155,711 (17.4%) when compared to the FY 2018-19 Adopted Budget. The General Fund Contribution is \$2,669,845 and is decreasing by \$431. The General Fund provides 18.4% of the funding for this Department, which is a decrease of 3.2% compared to the FY 2018-19 Adopted Budget. General Fund support as a percentage is decreasing as a result of additional State grant funding in FY 2019-20 related to Homelessness with no General Fund impact.

The General Fund Contribution of \$2,669,845 includes a decrease associated with the WIOA program which is being discontinued (\$40,000), and a decrease in general fund support for the Homeless Coordinator due to increased contributions from community partners (\$30,000). This is offset by increases in General Fund contributions to Public Housing Authority due to continued decrease of administrative fund balance that has supplemented the program over the years (\$50,000), and an increase in IHSS Public Authority due to increased program costs as a result of negotiated wage increases and a capped State allocation (\$19,569).

Community Services

RECOMMENDED BUDGET • FY 2019-20

CAO Adjustments

The supplemental budget request for an additional 1.0 FTE Department Analyst I/II to support homelessness programs is not recommended at this time, and appropriations were reduced by \$150,493 for this position and associated expenses. The Homelessness program is newly established with State grant funding of over \$2,000,000, and HHSA will wait to determine the resource requirements to support the grants prior to adding a dedicated position. It is also possible that additional grant funding will be identified to fund the position.

Sources and Uses of Funds

The Community Services division is funded by State and Federal revenue and by General Fund.

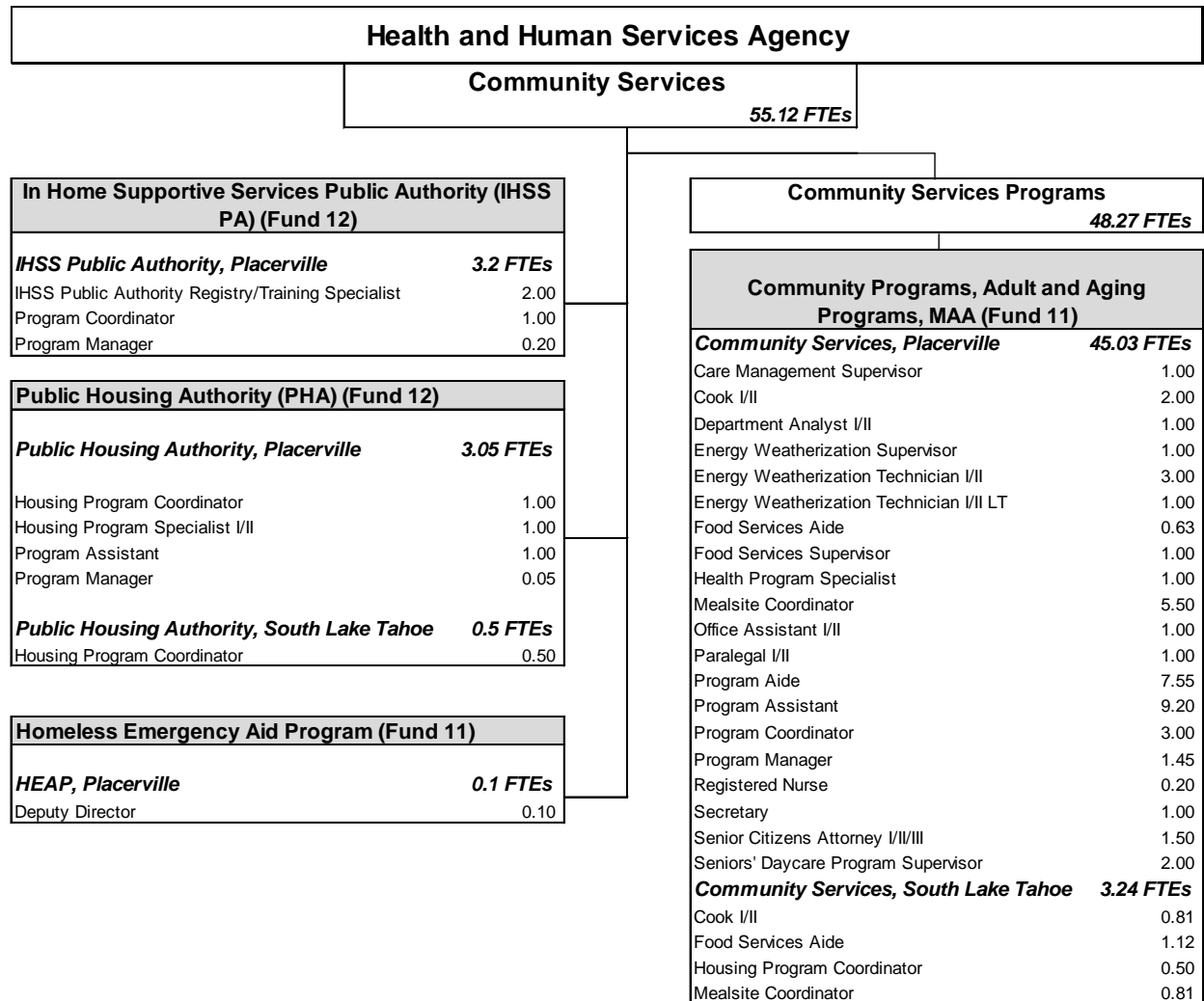
The following table summarizes the budgeted changes in revenue from the FY 2018-19 Adopted Budget to the FY 2019-20 Recommended Budget:

Program Area	Net Change	Notes
CSD Admin	\$ (2,850)	
Low Income Home Energy Assistance (LIHEAP)	\$ 11,279	
Senior Day Services	\$ 54,000	Increased Participation
AAA Aging Programs	\$ 156,611	Increased Program Revenues
Homeless Emergency Aid Program (HEAP)	\$ 1,448,324	Homeless Grant
California Emergency Solutions and Housing (CESH)	\$ 474,717	Homeless Grant
Workforce Innocation Opportunity Act (WIOA)	\$ (437,258)	WIOA Ended FY 18-19
IHSS Public Authority	\$ 51,856	Increased State and Federal Funding
Public Housing Authority (PHA)	\$ 297,609	Increased Federal Funding
Total	\$ 2,054,288	

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

ORGANIZATIONAL CHART



Behavioral Health

RECOMMENDED BUDGET • FY 2019-20

MISSION

The County of El Dorado Health and Human Services Agency (HHS), Behavioral Health Department 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 Department 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 Department also provides substance-use disorder programs to address alcohol and other drug related issues affecting the community.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalties	48,547	70,000	70,000	0
Rev Use Money/Prop	170,082	42,000	177,100	135,100
IG Rev - State	9,119,614	8,200,032	8,467,262	267,230
IG Rev - Federal	7,487,621	9,686,853	13,595,220	3,908,367
Service Charges	666,858	622,400	667,000	44,600
Miscellaneous Rev	122,253	144,000	174,000	30,000
Other Fin Sources	8,060,243	7,794,440	8,363,940	569,500
Fund Balance	0	17,427,731	12,729,930	(4,697,801)
Total Revenue	25,675,217	43,987,456	44,244,452	256,996
Salaries & Benefits	8,626,189	11,500,178	11,881,723	381,545
Services & Supplies	5,801,189	7,313,048	7,183,115	(129,933)
Other Charges	10,203,399	13,947,469	21,175,505	7,228,036
Fixed Assets	12,396	133,000	133,000	0
Other Fin Uses	1,005,613	705,992	950,000	244,008
Intrafund Transfers	5,229,326	7,303,255	7,285,809	(17,446)
Intrafund Abatement	(5,229,326)	(7,303,255)	(7,285,809)	17,446
Contingency	0	10,387,769	2,921,109	(7,466,660)
Total Appropriations	25,648,786	43,987,456	44,244,452	256,996
FUND 1110 MENTAL HEALTH TOTAL	(26,431)	0	0	0

MAJOR BUDGET CHANGES

Revenues

Intergovernmental State

\$248,057 Increase in Proposition 63 Mental Health Services Act (MHSA) revenue.

Federal Intergovernmental

\$3,908,367 Increase in Federal Title XIX revenue due to full implementation of the Organized Delivery System (ODS) Waiver Activity effective June 1, 2019.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

Other Financing Sources

\$569,500 Increase in 2011 Realignment revenue due to timing of State payments. This is two years of Realignment Growth dollars.

Fund Balance

(\$4,697,801) Net decrease in estimated Fund Balance based on projected activity. Traditional Behavioral Health decrease \$2,078,853, MHSA decrease \$2,825,795, ADP increase \$206,847.

Appropriations

Salaries and Benefits

\$321,086 Increase in salaries and benefits primarily due to negotiated wage increases.

\$60,459 Increase in Overtime based on trend of prior year activity.

Services and Supplies

\$69,911 Increase in Rent & Lease of Buildings and Improvements due primarily to the new lease for the third floor of the Victory Mine Building in Diamond Springs.

(\$81,435) Net decrease in Professional Services due primarily to the shifting of appropriations for contracted services between Services and Supplies and Other Charges.

(\$118,409) Net decrease in Services and Supplies based on trend of prior year activity.

Other Charges

\$6,682,890 Net increase in Support & Care and Health Services due primarily to an increase in contracts for the new Organized Delivery System (ODS) services (\$6,833,616), offset by decreases in other accounts to align with prior year actuals (\$150,726).

\$545,146 Increase in charges from HHSA Administration Division due to an Internal Cost Rate (ICR) increase.

Fixed Assets

\$133,000 Re-budget from FY 2018-19 of purchase of a mobile van to support the Early Intervention Model to reach and create efficiencies in serving adults and older adult clients (\$100,000), and the purchase of a replacement vehicle (\$33,000) since the current vehicle is at end of life.

Other Financing Uses

\$244,008 Increase in the MHSA Innovation contribution for the Public Health Community Hub Project.

Appropriation for Contingencies

(\$7,466,660) Decrease to Contingency due primarily to anticipated increase to fund balance usage. Traditional Behavioral Health \$1,804,094, MHSA \$5,618,931, ADP \$43,635.

PROGRAM SUMMARIES

Traditional Behavioral Health Programs

The Behavioral Health Department's (BHD) 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, and in consultation with schools, other community partners, and families.

Psychiatric Health Facility (PHF)

Located in Placerville, El Dorado County contracts with the Telecare Corporation to operate the PHF, a licensed, 16-bed, 24-hour, acute, non-medical facility providing adult 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.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

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)

The Behavioral Health Department currently has approved plans for all components. 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 Innovations components have a five-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 who 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 2019-20 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.

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. The current Innovation programs are: Restoration of Competency, providing outpatient mental health services to those awaiting trial and the HUBS, which are managed in the Public Health Nursing Programs. The HUBS provide outreach and health supports to the community using the local Libraries as a home base.

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.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

Extra help staff and overtime is used 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.

Behavioral Health has opted into participating in the Organized Delivery System (ODS) Waiver Program for a more comprehensive substance abuse treatment approach. The waiver is a California pilot program effective through 2021 and enables more local control and accountability, provides greater administrative oversight, creates utilization controls to improve care and efficient use of resources, implements evidence based practices in substance abuse treatment, and coordinates with other systems of care. Participating counties can offer an expanded range of substance use disorder treatment modalities for Medi-Cal beneficiaries including a Narcotic Treatment Program, non-perinatal residential substance abuse treatment, withdrawal management, and recovery services. DHCS has sent the County a contract for approval with an implementation date of June 1, 2019.

FUTURE/PENDING ISSUES AND POLICY CONSIDERATIONS

Traditional Behavioral Health program funding continues to present a challenge to the County since the majority of traditional funds are spent on out-of-county placements and placements in the Psychiatric Health Facility. Currently, one client is placed in a State Hospital with an estimated cost of \$240,000 per year. The possible repeal of the Affordable Care Act could impact federal Medi-Cal reimbursements, which could further impact Behavioral Health Division funding.

The MHSA Plan is in its final year of the three year plan. The MHSA Plan updates are in the process of public review and will be presented to the Board of Supervisors, along with any significant budget changes, for final approval separately. During FY 2019-20, the MHSA program will be conducting the required activities to develop the next three year plan, including, but not limited to, community assessments, workshops and surveys, to develop the next three year plan.

Mental Health Rehabilitation Center

The Behavioral Health Department is continuing to review 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. Based on Board direction in January 2017, HHSA is continuing to evaluate the feasibility of establishing an MHRC in the County, as well as a regional facility serving neighboring counties.

1991 Realignment Changes

The State budget redirected the 1991 Realignment Vehicle License Fee (VLF) growth funds from Mental Health to pay for In Home Support Services (IHSS) costs that were shifted to counties. This became effective in FY 2017-18 and was to last for three years. In the Governors FY 2019-20 Budget, the growth redirection will cease and the funding will return to Mental Health. The growth funding for FY 2019-20 will be issued to the county in FY 2020-21.

Office of the Inspector General (OIG) Audit

The State has recently received a federal Medi-Cal audit finding from the Office of the Inspector General that is going to be charged back to counties. This was the first OIG audit. The audit process utilized a small sample of the Medi-Cal claims and extrapolated the results to the entire population of claims. This resulted in a significant recoupment of funds from the State by the OIG. Currently, the Behavioral Health Division share is estimated at \$472,000. The County requested to return the funds over a four year payback period.

MHSA Reversion

The Behavioral Health Department has a number of barriers including staff turnover and limited local providers, that prohibit the division from quickly launching new programs or initiatives. These barriers contribute to the delay in spending the MHSA funds and expose HHSA to reversion of fund balances to the State. HHSA currently estimates that \$3.4 million in MHSA funds could revert back to the State at the end of FY 2019-20. The Behavioral Health Division is working to identify creative and collaborative solutions to using the MHSA funding in a more effective manner.

NEW SERVICES

Organized Delivery System (ODS) Waiver Program

Behavioral Health has opted into participating in the Organized Delivery System (ODS) Waiver Program for a more comprehensive substance abuse treatment approach. The waiver is a California pilot program effective through 2021 and enables more local control and accountability, provides greater administrative oversight, creates utilization controls to improve care and efficient use of resources, implements evidence based practices in substance abuse treatment, and coordinates with other systems of care. Participating counties can offer an expanded range of substance use disorder treatment modalities for Medi-Cal beneficiaries including a Narcotic Treatment Program, non-perinatal residential substance abuse treatment, withdrawal management, and recovery services. DHCS has sent the County a contract for approval with an implementation date of June 1, 2019.

Mobile Unit Van for Adult and Older Adult System of Care

The Mobile Unit Van for the Adult and Older Adults will allow Behavioral Health staff and community partners to engage the older adult population who may be isolated due to circumstances beyond their control. Many older adults are geographically and socially isolated, which puts them at risk of crisis. The van will allow HHSA to provide regional services in an effort to reduce incidents of crisis and improve the overall health and welfare of our community. This program will be funded by MHSA Prevention and Early Intervention funding.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

The Mental Health Services Plan Act (MHSA) budget is based on the last approved Plan, which is FY 2018-19. The MHSA Plan development for FY 2019-20 is in process and not available for this budget submission. When the FY 2019-20 MHSA Plan receives Board approval, HHSA will update the MHSA budget to reflect the approved plan.

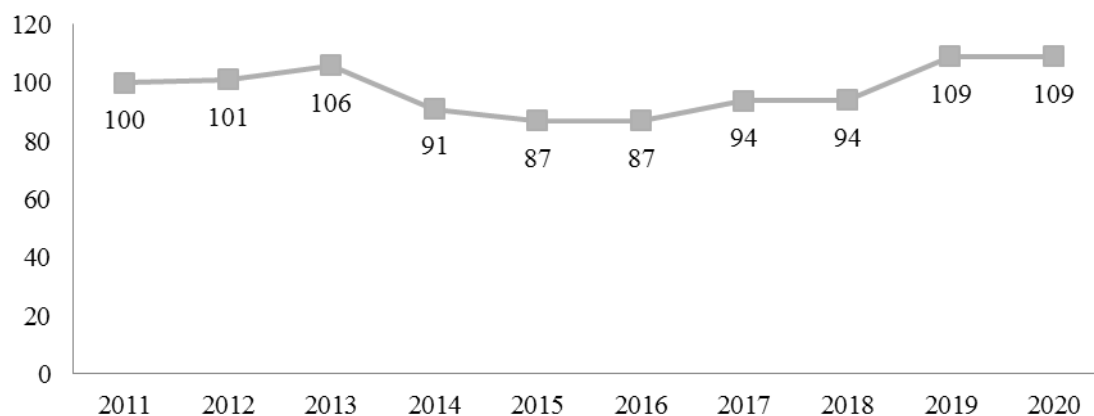
BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost GF Contribution	Staffing
Alcohol & Drug Progr	\$ 9,365,634	\$ 9,365,634	-	25.68
MHSA Programs	\$ 21,517,824	\$ 21,517,824	-	49.10
Traditional Programs	\$ 13,360,994	\$ 13,360,994	\$ 16,510	34.27
TOTAL	\$ 44,244,452	\$ 44,244,452	\$ 16,510	109.05

STAFFING TREND

The staff allocation for FY 2019-20 is recommended at 109.05 FTEs, which overall reflects no change from the FY 2018-19 Adopted Budget. However, there are a few additions, deletions, and transfers. The 3.5 FTE Mental Health Worker I/II– Limited Term positions assigned to the South Lake Tahoe Mentally Ill Offenders Crime Reduction (MIOCR) will be deleted due the expiration of the MIOCR grant. 3.0 FTE Mental Health Worker I/II regular positions will be added to support the Intensive Case Management (ICM) team. Overtime is reduced to help offset the cost of these additions. A 1.0 FTE Department Analyst I/II will be added to the Quality Assurance Division to address increasing regulations and audit requirements. Internal transfers within HHSA include the transfer from Behavior Health to HHSA Administration and Finance division of a 0.5 FTE Senior Department Analyst position. New positions are funded with Medi-Cal federal, State, MHSA, and both 1991 and 2011 Realignment dollars.

A total of 87.35 FTEs are located on the West Slope and 21.70 FTEs in South Lake Tahoe. There are 34.27 FTEs in Mental Health Traditional programs, 49.10 FTEs in MHSA programs, and 25.68 FTEs in Alcohol and Drug Programs.



RECOMMENDED BUDGET

The Budget is recommended at \$44,244,452, which is an increase of \$256,996 (.6%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides \$16,510 for the division's Maintenance of Effort (MOE) as directed by the State Department of Healthcare Services. This amount is unchanged from prior years.

Traditional Behavioral Health Programs

The Recommended Budget for the Traditional Behavioral Health Programs is \$13,360,994, which is a decrease of \$490,739 (3.5%) when compared to the FY 2018-19 Adopted Budget.

The Traditional programs are primarily funded by federal revenues, realignment/state revenues, and charges for services to other counties and private payers.

Mental Health Services Act (MHSA) Program

The Recommended Budget for the MHSA Programs is \$21,517,824, which is a decrease of \$3,726,584 (14.8%) when compared to the FY 2018-19 Adopted Budget.

The decrease in the budget is primarily due to a decrease in Fund Balance as a result of projects and services approved in the FY 2018-19 MHSA plan.

The FY 2019-20 MHSA plan update is anticipated to be adopted in June or July 2019. 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 \$9,365,634, which is an increase of \$4,474,319 (91.5%) when compared to the FY 2018-19 Adopted Budget.

The increase is primarily due to opting into the Organized Delivery System (ODS) Waiver Program, which increased staff and contracts to providers for expanded client services.

Alcohol and Drug Programs are funded primarily by Federal and State revenue and Realignment funds.

CAO Adjustments

No CAO Adjustments were made.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

Sources and Uses of Funds

The Behavioral Health Department is funded primarily by State Proposition 63 MHSA revenue, which results from a one percent (1%) tax on personal income in excess of \$1,000,000 for California residents, State Realignment revenue, and Federal funding to support the MediCal ODS Waiver program.

Total revenue for the Behavioral Health Department is budgeted to increase by \$256,996 (.6%).

The Behavioral Health Fund Balance use is budgeted as follows:

Program	FY 2019-20 Est Beginning Fund Balance	Budgeted Fund Balance Use	FY 2019-20 Est Ending Fund Balance
Alcohol & Drug Programs	\$ 385,420	\$ 385,420	\$ -
MHSA Programs	\$ 10,372,556	\$ 7,451,457	\$ 2,921,099
Traditional Programs	\$ 1,971,954	\$ 1,971,954	\$ -
TOTAL	\$ 12,729,930	\$ 9,808,831	\$ 2,921,099

ORGANIZATIONAL CHART

Health and Human Services Agency			
		Behavioral Health	
		<i>109.05 FTEs</i>	
Traditional Behavioral Health Programs 34.27 FTEs		Mental Health Services Act (MHSA) 49.1 FTEs	
Placerville 30.15		Placerville 35.92	
Administrative Secretary	1.00	Administrative Technician	1.05
Administrative Technician	1.95	Department Analyst I/II	1.00
Assistant Director of Health Services	1.00	Health Education Coordinator	0.18
Department Analyst I/II	2.00	Manager of Mental Health Programs	0.39
Deputy Director	1.00	Mental Health Aide	4.64
Fiscal Technician	1.00	Mental Health Clinical Nurse	0.64
Manager of Mental Health Programs	0.61	Mental Health Clinician IA/IB/II	15.20
Medical Office Assistant I/II	4.00	Mental Health Medical Director	0.15
Medical Records Technician	0.90	Mental Health Program Coordinator IA/IB,	2.09
Mental Health Aide	1.41	Mental Health Worker I/II	6.64
Mental Health Clinical Nurse	0.36	Program Assistant	0.10
Mental Health Clinician IA/IB/II	5.30	Program Manager	0.35
Mental Health Medical Director	0.85	Psychiatric Technician I/II	1.25
Mental Health Patient's Rights Advocate	0.40	Psychiatrist I/II	0.81
Mental Health Program Coordinator IA/IB,	2.35	Public Health Nurse Practitioner	0.43
Mental Health Worker I/II	1.36	Sr. Department Analyst	1.00
Program Manager	1.65	South Lake Tahoe 13.18	
Psychiatric Technician I/II	0.75	Administrative Technician	0.05
Psychiatrist I/II	0.19	Manager of Mental Health Programs	0.20
Public Health Nurse Practitioner	0.57	Medical Office Assistant I/II	0.30
Sr. Department Analyst	0.50	Mental Health Clinician IA/IB/II	4.75
Sr. Office Assistant	1.00	Mental Health Program Coordinator IA/IB,	0.78
South Lake Tahoe 4.12		Mental Health Worker I/II	6.00
Administrative Technician	0.95	Psychiatric Technician I/II	1.00
Manager of Mental Health Programs	0.80	Supv Health Education Coordinator	0.10
Medical Office Assistant I/II	0.70	Alcohol and Drug Programs 25.68 FTEs	
Mental Health Aide	0.20	Placerville 21.28	
Mental Health Clinician IA/IB/II	1.25	Alcohol and Drug Program Division Mgr	1.00
Mental Health Program Coordinator IA/IB,	0.22	Disease Investigtn/Contrl Specialist I/II	0.50
		Fiscal Technician	2.00
		Health Education Coordinator	7.82
		Health Program Specialist	2.00
		IT Department Specialist	1.00
		IT Department Systems Analyst	1.00
		Mental Health Clinician IA/IB/II	3.00
		Mental Health Program Coordinator IA/IB,	0.56
		Office Assistant I/II	0.50
		Program Assistant	0.90
		Supv Health Education Coordinator	1.00
		South Lake Tahoe 4.40	
		Health Education Coordinator	1.50
		Health Program Specialist	1.00
		Mental Health Clinician IA/IB/II	1.00
		Supv Health Education Coordinator	0.90



MISSION

The mission of the County of El Dorado Health and Human Services Agency Public Health Department is to promote the health and safety of people and the communities of El Dorado County. The Department 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 Department provides these services in a caring, professional, and fiscally responsible way, maximizing the resources available.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	68,103	115,000	115,000	0
Fines & Penalties	306,522	375,500	375,500	0
Rev Use Money/Prop	80,860	53,650	53,650	0
IG Rev - State	1,459,686	1,630,826	1,698,905	68,079
IG Rev - Federal	2,931,268	2,846,512	2,404,007	(442,505)
Other Gov Agency	375,240	414,600	380,000	(34,600)
Service Charges	422,659	702,254	621,626	(80,628)
Miscellaneous Rev	605,420	77,125	46,125	(31,000)
Other Fin Sources	8,801,264	11,057,338	11,104,381	47,043
Fund Balance	0	7,681,546	10,385,821	2,704,275
Total Revenue	15,051,023	24,954,351	27,185,015	2,230,664
Salaries & Benefits	7,213,604	8,194,519	7,816,728	(377,791)
Services & Supplies	5,100,978	6,416,582	5,947,669	(468,913)
Other Charges	2,161,962	2,823,489	3,083,066	259,577
Other Fin Uses	1,685,865	4,355,246	6,094,447	1,739,201
Intrafund Transfers	416,526	601,956	518,374	(83,582)
Intrafund Abatement	(416,526)	(601,956)	(463,374)	138,582
Contingency	0	3,164,515	4,188,105	1,023,590
Total Appropriations	16,162,409	24,954,351	27,185,015	2,230,664
FUND 1109 PUBLIC HEALTH TOTAL	1,111,386	0	0	0

MAJOR BUDGET CHANGES

Revenue

State Funding

\$119,309 Increase in Tobacco revenue primarily due to Oral Health grant rollover authority of unspent funds (\$128,651), offset by reduction in Proposition 56 Tobacco Tax fund (\$9,342).

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

\$14,760 Increase in California Children Services (CCS) funding.

(\$65,990) Decrease due to shift of Emergency Preparedness program to the Chief Administrative Office (CAO).

Federal Revenue

(\$442,505) Decrease due to shift of Emergency Preparedness program to the CAO.

Other Governmental Agencies

(\$34,600) Decrease due to shift of Emergency Preparedness program and Emergency Medical Services (EMS) to the CAO.

Charges for Service

(\$60,000) Decrease in Health Fees primarily in the Public Health Lab due to adjustment based on prior year actual (\$54,000), and in EMS due to shift to the CAO (\$6,000).

(\$20,628) Decrease in Interfund Revenue, charges to other departments, to bring in line with prior year actual.

Miscellaneous Revenue

(\$31,000) Decrease due to shift of EMS to CAO.

Other Financing Sources

\$106,704 Increase in General Fund support for Jail and Juvenile Hall medical contract.

\$81,047 Increase in General Fund support for the California Children Services (CCS) program due to increase in ongoing costs.

(\$161,436) Decrease in General Fund support due to the EMS program shift to the CAO.

\$244,008 Increase in transfer from Behavioral Health MHSA Innovation Fund for the Community HUB program based on the MHSA Plan.

(\$10,000) Decrease in OES grant from Sheriff's Office due to the Emergency Preparedness Programs shifting to the CAO.

(\$355,600) Decrease in expected transfer in of 1991 Public Health (PH) Realignment Vehicle License Fee revenue.

\$134,793 Increase of Sales Tax Realignment transfers (\$134,793) and 1991 Social Service Realignment transfer to support CCS Programs (\$30,265).

Fund Balance

\$1,064,893	Increase in projected fund balance related to Public Health Realignment funding.
\$160,000	Increase to the projected Tobacco Settlement fund balance.
(\$154,054)	Decrease to the projected fund balance for Public Health Accreditation, EMS Special Revenue Fund and Car Seat Special Revenue Fund.
(\$866,564)	Decrease to projected fund balance for EMS Ground Emergency Medical Transport (GEMT) due to shift of EMS to the CAO.
\$2,500,000	Increase in use of Fund Balance from reserves for the South Lake Tahoe campus capital project

Appropriations

Salaries and Benefits

(\$866,737)	Decrease in salaries and benefits due to shift of EMS and Emergency Preparedness Programs to the CAO.
\$352,693	Increase in salaries primarily due to negotiated wage increases.
\$189,972	Increase in CalPERS retirement costs.
\$4,339	Increase to Medi-Care in relation to negotiated wage increases.
\$194,629	Increase in County's share of cost for health insurance benefits.
(\$97,361)	Decrease in budgeted Unemployment Insurance fund contribution.
(\$161,114)	Net decrease in cost applied benefits for Retiree Health, Worker's Compensation and other miscellaneous benefits.

Services and Supplies

(\$550,024)	Decrease due to shift of the EMS and Emergency Preparedness programs to the CAO.
\$128,651	Increase in Oral Health spending due to the grant contract rollover of unspent funds from prior years.
\$106,704	Net increase in CFMG contract for Jail and Juvenile Hall medical support.
(\$154,131)	Decrease due to aligning other service and supply costs to prior year actuals.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

Other Charges

\$197,074	Increase to Support and Care of Persons expense primarily in the Public Health Nursing programs.
(\$303,207)	Decrease to Interfund transfers due to shift of the EMS and Emergency Preparedness programs to CAO.
\$370,103	Increase in Interfund transfers due to the increase of the Indirect Cost Rate for Administration and Finance support.

Other Financing Uses

\$2,757,461	Increase of Operating Transfers Out primarily due to the one-time transfer of Public Health fund balance to the Accumulated Capital Outlay (ACO) fund for the South Lake Tahoe campus capital project (\$5,000,000).
(\$1,018,260)	Decrease of Operating Transfers Out due to placing the balance of the Tobacco Settlement funds into contingency for Health and Human Services Agency capital projects.

Contingency

\$1,178,260	Increase due to the set aside of Tobacco Settlement funds for Health and Human Services Agency capital projects.
(\$98,114)	Net decrease due to a projected increase to the use of fund balances for program activities.

PROGRAM SUMMARIES

Emergency Medical Services (EMS) and Emergency Preparedness and Response

The Board of Supervisors approved the transfer of the EMS and Emergency Preparedness program operations and administrative support to the Chief Administrative Office (CAO) effective July 1, 2019. Beginning in FY 2019-20 these functions will become a separate division of the CAO Budget and reflected in the CAO budget narrative.

Public Health (PH) Administration

This section includes the programmatic administrative support to the Public Health Department (which manages about 30 programs), and primarily addresses 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 11090 001 and for programs within their own sub fund that have non-billable administrative cost. There is an increase this year due to the South Lake Tahoe property purchase and renovation project and uncontrolled cost increase.

Communicable Disease (CD), Vital Stats

Programs in this section address communicable disease prevention, surveillance and control, vital statistics, and health information collection, analysis, and reporting. Revenues in these programs include PH Realignment, health fees, State funding 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.

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 Public Health 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

Public Health uses a contracted Laboratory for any needed services. 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 (EMS) Special Revenue Fund (SRF)

EMS SRF receives court fines that fund Emergency Services, which include physicians, surgeons and hospitals. The Maddie fund pays for contracts with hospitals and physicians and surgeons for indigent patients who receive emergency medical services. A specific portion (15%) is set aside to fund pediatric trauma services (Ritchie fund).

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

Institutional Care Programs

The Institutional medical care program provides 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.

Tobacco Settlement Programs

Discretionary funds are made available through the Tobacco Settlement Agreement and are allocated for capital improvement projects for housing HHSA program staff.

Health Promotions

Public Health supports 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) Pilot Program

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 Department of HHSA and the Public Health department 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. Program is expected to end December 31, 2019.

Tobacco Use Prevention Program (TUPP) and Oral Health Program

This program provides services targeted at tobacco use prevention, cessation and improvement of oral health. Revenues in these programs come from State tobacco funds available through AB 75, Proposition 56 (Tobacco Tax Act) and the transfer of Realignment funds.

FUTURE/PENDING ISSUES

South Lake Tahoe Facility

In coordination with County Facilities, HHSa is in the process of creating a South Lake Tahoe (SLT) HHSa campus. The first step was to purchase a building that will require capital improvements known as the Sandy Way project. HHSa is currently delivering client services in antiquated county facilities. The Sandy Way building will allow for improved utilization of space for both staff and clients. The Sandy Way project is expected to be completed in late summer of 2019. The second step in the process will be the rebuilding of the El Dorado Center building. HHSa is currently in the design phase of this building. The Department, along with the CAO staff, including Facilities, will review potential options for funding the construction phase of the project and present options to the Board. The project could be delayed until sufficient funding to complete the project is identified.

Community HUB Funding

FY 2019-20 is a pivotal year for the Community HUB Project since a large amount of its funding will expire in June 2020. Since FY 2016-17, the Community HUB pilot program has established a presence in the libraries of all five Supervisor Districts. Open Houses were conducted in early February 2018 to inform the community of its services. The HUBs provide community support and access to HHSa services. This project is heavily funded by the Mental Health Service Act (MHSA) Innovation allocation funding. There are a number of funding concerns with the program, including the under-utilization of MHSA Innovation funds, the over-utilization of PH 1991 realignment, and funding sustainability beyond June 2020, when the current funding expires. Public Health does not have sufficient funding resources to sustain the HUBs program in its current structure after 2020. The program manager is actively seeking funding support to sustain this program as the MHSA innovation funding declines. HHSa will continue to keep the Board informed about the funding concerns and solutions for this program.

BUDGET SUMMARY BY PROGRAM

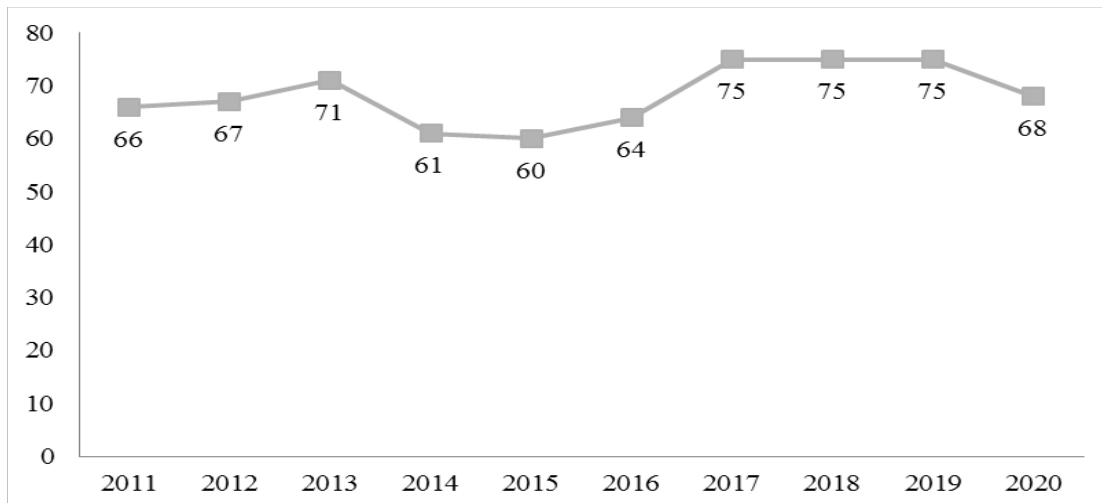
	Appropriations	Revenues	Use of Realignment	General Fund Contribution	Staffing
Public Health Admin	\$ 8,975,779	\$ 8,975,779	\$ -	\$ -	2.20
Communicable Disease, Vital Stats	\$ 1,580,155	\$ 1,580,155	\$ 1,390,355	\$ -	9.25
Community Nursing	\$ 6,763,157	\$ 6,763,157	\$ 2,204,265	\$ 464,552	36.15
Multipurpose Senior Services Program (MSSP)	\$ 531,945	\$ 531,945	\$ 274,845	\$ -	2.95
Aids & HIV Programs	\$ 17,222	\$ 17,222	\$ 4,806	\$ -	0.10
Public Health Laboratory	\$ 119,062	\$ 119,062	\$ 15,622	\$ -	0.05
EMSA Fund	\$ 691,499	\$ 691,499	\$ -	\$ -	-
Institutional Care Program	\$ 4,135,113	\$ 4,135,113	\$ -	\$ 3,885,113	-
Women Infants & Children (WIC)	\$ 1,179,762	\$ 1,179,762	\$ 345,756	\$ -	9.10
Tobacco Programs	\$ 1,553,260	\$ 1,553,260	\$ -	\$ -	-
Health Promotions	\$ 366,887	\$ 366,887	\$ 5,183	\$ -	1.10
County Medical Services Program	\$ 351,807	\$ 351,807	\$ 18,315	\$ 233,492	0.80
Tobacco Use Prevention	\$ 919,367	\$ 919,367	\$ 315,712	\$ -	4.30
Ambulance Billing	\$ -	\$ -	\$ -	\$ -	2.00
Total	\$ 27,185,015	\$ 27,185,015	\$ 4,574,859	\$ 4,583,157	68.00

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

STAFFING TREND

The recommended staff allocation for FY 2019-20 is 68.00 FTEs. This is a net reduction of 7.0 FTE, and includes the transfer of 4.7 FTEs in the EMS and Emergency Preparedness program to the Chief Administrative Office. This transfer was approved by the Board of Supervisors to be effective July 1, 2019. This also includes the transfer of 2.25 from Public Health to other HHSA divisions due to program needs. There are 60.55 FTEs located on the West Slope and 7.45 FTEs located on South Lake Tahoe.



RECOMMENDED BUDGET

The Budget for the Public Health Department is recommended at \$27,185,015. After restating the FY 2018-19 Adopted Budget to remove the EMS and Emergency Preparedness budgets, this is an increase of \$3,971,800 (16.3%) when compared to the revised FY 2018-19 Adopted Budget. The General Fund provides 16.9% of the funding for the Public Health Department, and is increased by \$187,751 (4.3%) when compared to the FY 2018-19 Adopted Budget.

The total General Fund contribution to the Public Health Department is \$4,583,157, which is an increase of \$187,751 (4.3%). This increase is attributed to the following:

- Increase of \$81,047 (21.1%) to California Children Services Admin/Diagnostic, due to increases in employee costs and a decrease in Federal and State revenue. Total General Fund cost for this program is \$464,552.
- Increase of \$106,704 (2.8%) to the Jail and Juvenile Hall medical contract, California Forensic Medical Group (CFMG), due to a contract increase. This budget includes a projected adjustment downward of \$283,000, as a result of closing the Placerville Juvenile Hall. The budgeted contract cost is \$3,885,113.

There is no change to the General Fund contribution for the County Medical Services Program (CMSP) participation fee of \$233,492. Should CMSP opt to not collect this fee, it is recommended that the budgeted funds be reduced. A General Fund contribution of \$161,436 is being reduced as a result of the transfer of the EMS program to the Chief Administrative Office.

The Public Health Division is also funded by 1991 and 2011 Realignment. Realignment funding provides \$4,574,859 (16.8%) of the funding for the Division, and is increased by \$476,131 (11.6%) when compared to the FY 2018-19 Adopted Budget.

It should also be noted that County Service Areas (CSAs) funds for ambulance transport services, CSA 3 and CSA 7 have been transferred from Public Health to the Chief Administrative Office, resulting in a decrease of \$25,077,880 in FY 2018-19 budgeted revenue and appropriations in the Public Health Department of HHSA.

CAO Adjustments

The contract with CFMG for jail and juvenile hall medical programs was reduced by \$283,000 due to reduced support as a result of the closure of the Placerville Juvenile Hall in 2019. HHSA will renegotiate the contract with CFMG in the upcoming months.

Additionally, Realignment revenue transferring from HHSA to the CAO for Emergency Preparedness program was increased by \$30,411 to result in a status quo budget.

Sources and Uses of Funds

The Public Health Division is funded primarily by state and federal revenue streams, 1991 and 2011 Realignment, General Fund and Public Health Fund Balance. Mental Health Service Act (MHSA) funding will support the Community HUB program until June 2020.

Revenue is increased by a net of \$1.4 million in the following programmatic areas:

Program Area	Net Change	Notes
Communicable Disease/Vital Stats	\$ 152,193	Increase Use of PH Realignment
Community Nursing	\$ 734,392	Increased Use of PH Realignment and MHSA Innovation to Nursing Programs, and \$81K in GF for CA Children Support
Multipurpose Senior Services Program (MSSP)	\$ 52,481	Increased Use of PH Realignment
AIDS & HIV Programs	\$ (961)	Decreased Use of PH Realignment
Public Health Laboratory	\$ (74,839)	Decreased Use of PH Realignment
Institutional Care Program	\$ 106,704	Increased use of GF due to contract increase
EMSA Fund	\$ (5,014)	
Women Infants & Children (WIC)	\$ 84,026	Increased Use of PH Realignment
Tobacco Settlement	\$ 160,000	Increased projected Fund Balance
Health Promotions	\$ (23,836)	Decreased Use of PH Realignment
County Medical Svs. Prgm (CMSP)	\$ 2,732	
Tobacco Use Prevention	\$ 217,542	Increased Use of PH Realignment
Ambulance Billing	\$ -	
Total	\$ 1,405,420	

The chart below summarizes budgeted changes in Fund Balance:

Program	FY 2019-20 Beg. Fund Balance	Budgeted Use of Fund Balance	FY 2019-20 Ending Fund Balance	Notes
PH Admin	\$ 3,500,000	\$ 521,395	\$ 2,978,605	PH Fund Balance
PH General	\$ 5,000,000	\$ 5,000,000	\$ -	From reserves for SLT
Medi-Cal Admin (MAA-SRF)	\$ 140,408	\$ 109,168	\$ 31,240	For Public Health Accreditation
EMSA Fund	\$ 339,999	\$ 339,999	\$ -	
Tobacco Settlement	\$ 1,384,260	\$ 206,000	\$ 1,178,260	For Capital Improvements
Car Seat Restraint	\$ 21,152	\$ 21,152	\$ -	
Bicycle Helmets	\$ 2	\$ 2	\$ -	
Total	\$ 10,385,821	\$ 6,197,716	\$ 4,188,105	

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

ORGANIZATIONAL CHART

Health and Human Services Agency	
Public Health	
<i>68 FTEs</i>	
Public Health Programs	County Service Areas & Ambulance Billing
<i>FTEs 66.00</i>	<i>FTEs 2.00</i>
Public Health Programs	Ambulance Billing
<i>Placerville</i>	<i>2.00</i>
Care Management Counselor I/II	1.00
Community Health Advocate	6.00
Department Analyst I/II	1.20
Deputy Director	1.00
Disease Investigtn/Contrl Specialist I/II	0.50
Epidemiologist I/II	0.40
Health Education Coordinator	2.50
Health Program Specialist	4.00
Health Program Specialist -LT	0.80
Medical Office Assistant I/II	3.80
Nutrition Services Supervisor	1.00
Nutritionist	1.20
Occupational/Physical Therapist	2.90
Program Assistant	7.20
Program Manager	1.20
Public Health Nurse I/II	14.10
Public Health Officer	1.00
Sr. Licensed Vocational Nurse	1.00
Sr. Office Assistant	1.95
Supv Health Education Coordinator	1.00
Supv Occupational/Physl Therapist	0.80
Supv Public Health Nurse	4.00
<i>South Lake Tahoe</i>	<i>7.45</i>
Medical Office Assistant I/II	2.00
Occupational/Physical Therapist	0.25
Office Assistant I/II	1.00
Program Assistant	1.60
Public Health Nurse I/II	0.80
Public Health Nurse Practitioner	0.80
Supv Health Education Coordinator	1.00
	1.00

Animal Services

RECOMMENDED BUDGET • FY 2019-20

MISSION

The mission of the County of El Dorado Health and Human Services Agency Animal Services Department is to promote the health and safety of people, their animals, and the communities of El Dorado County. The Department provides Field Services, Rabies Control Program, and Shelter Operations. The Department provides these services in a caring, professional, and fiscally responsible way, maximizing the resources available.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	270,564	269,000	259,500	(9,500)
Fines & Penalties	11,918	13,500	12,500	(1,000)
Other Gov Agency	722,320	876,947	848,455	(28,492)
Service Charges	225,497	241,900	225,900	(16,000)
Miscellaneous Rev	11,203	8,600	8,600	0
Other Fin Sources	254,258	256,759	314,812	58,053
Total Revenue	1,495,760	1,666,706	1,669,767	3,061
Salaries & Benefits	1,682,381	1,877,478	1,958,424	80,946
Services & Supplies	428,375	593,881	548,422	(45,459)
Other Charges	88,797	109,770	111,814	2,044
Fixed Assets	72,351	35,000	40,000	5,000
Other Fin Uses	20,495	0	0	0
Intrafund Transfers	1,168,359	1,173,616	1,134,146	(39,470)
Total Appropriations	3,460,757	3,789,745	3,792,806	3,061
FUND 1000 GENERAL FUND TOTAL	1,964,997	2,123,039	2,123,039	0

MAJOR BUDGET CHANGES

Revenues

License and Permits

(\$9,500) Decrease in Dog Licenses (\$5,000) and Kennel Permits (\$4,500) based on trend of prior year actual.

Court Fines

(\$1,000) Decrease based on trend of prior year actual.

Other Governmental Agency

(\$28,492) Decrease in revenue from the City of Placerville and the City of South Lake Tahoe based on trend of prior year actual.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

Charges for Service

(\$16,000) Decrease due primarily to decrease in revenue for impounds (\$15,000), based on trend of prior year actual.

Other Financing Sources

\$58,053 Increase due to Office of Emergency Services (OES) Grant from the Sheriff's Office (\$23,764) and increase in 1991 Public Health Realignment transfers (\$34,289).

Appropriations

Salaries and Benefits

\$5,179 Net increase due to addition of 1.0 FTE Animal Control Officer (\$68,739) offset by decrease in Extra Help (\$63,560) to help reduce turnover of recurring Extra Help vacancies.

\$31,000 Increase in Extra Help for coverage in the animal shelter and front desk on the West Slope. In total, the Extra Help budget is recommended to decrease by \$18,733 or 12.7%.

\$44,767 Net increase due primarily to increased CalPERS retirement costs (\$41,161) and other small adjustments.

Services and Supplies

\$23,764 Increase in Special Project cost offset with revenue from OES Grant from the Sheriff's Department.

(\$69,223) Net decrease due primarily to lower fuel cost (\$30,000), lower utilities (\$25,500), lower medical supplies and services (\$37,997), and lower law enforcement equipment (\$12,000) based on prior year trend, offset by increase in expenditures for animal food (\$30,000) and janitorial services (\$2,670).

Fixed Assets

\$40,000 Purchase of a replacement dog box, which is necessary for employee safety.

Intrafund Transfers

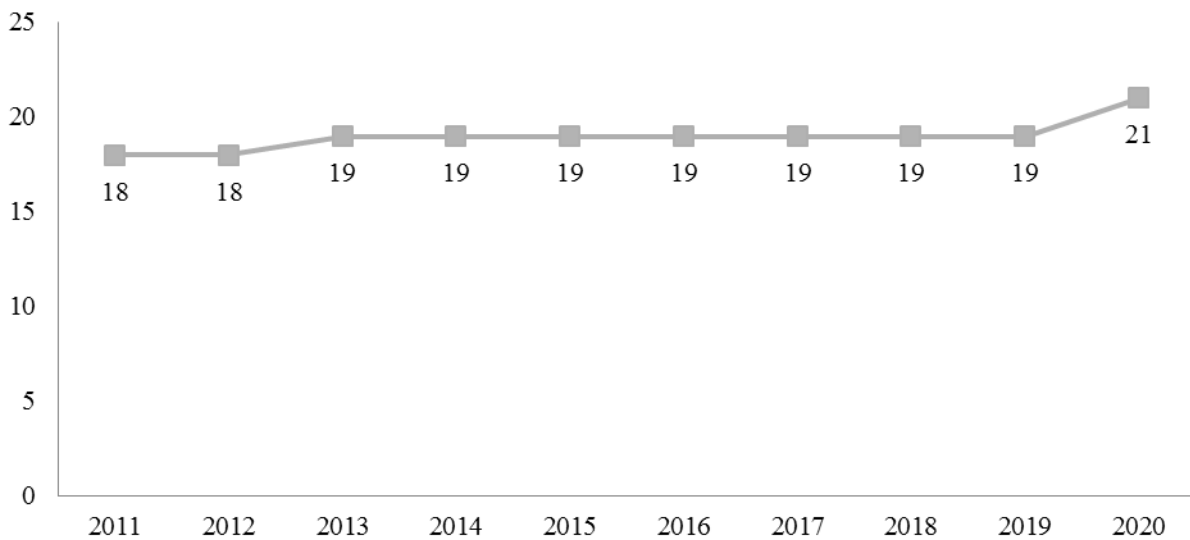
(\$39,470) Net decrease due primarily to lower A-87 Cost Plan charges (\$50,796) offset by an increase in cost applied charges for building maintenance and support from Facilities (\$10,780).

PROGRAM SUMMARY

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.

STAFFING TREND

The recommended staff allocation for FY 2019-20 is 21.00 FTEs, which is a net increase of 2.00 FTEs. This includes the addition of 1.0 FTE Animal Control Officer (ACO), which is offset by savings in Extra Help costs, and the addition of 1.0 FTE Senior Office Assistant to cover for a long-term leave. The allocations are located as follows: 15.52 FTEs on the West Slope and 5.48 FTEs at South Lake Tahoe.



RECOMMENDED BUDGET

The Budget is recommended at \$3,792,806, which is an increase of \$3,061 when compared to the FY 2018-19 Adopted Budget. The General Fund provides 56% of the funding for the Animal Services Department. There is no change in General Fund cost at \$2,123,039.

The Recommended Budget includes the conversion of Extra Help costs to fund 1.0 FTE Animal Control Officer to help solve recruitment and recurring vacancies, as well as the temporary addition of a Sr. Office Assistant to cover for a long-term leave. Total positions are expected to reduce over time through attrition.

CAO Adjustments

There are no CAO adjustments.

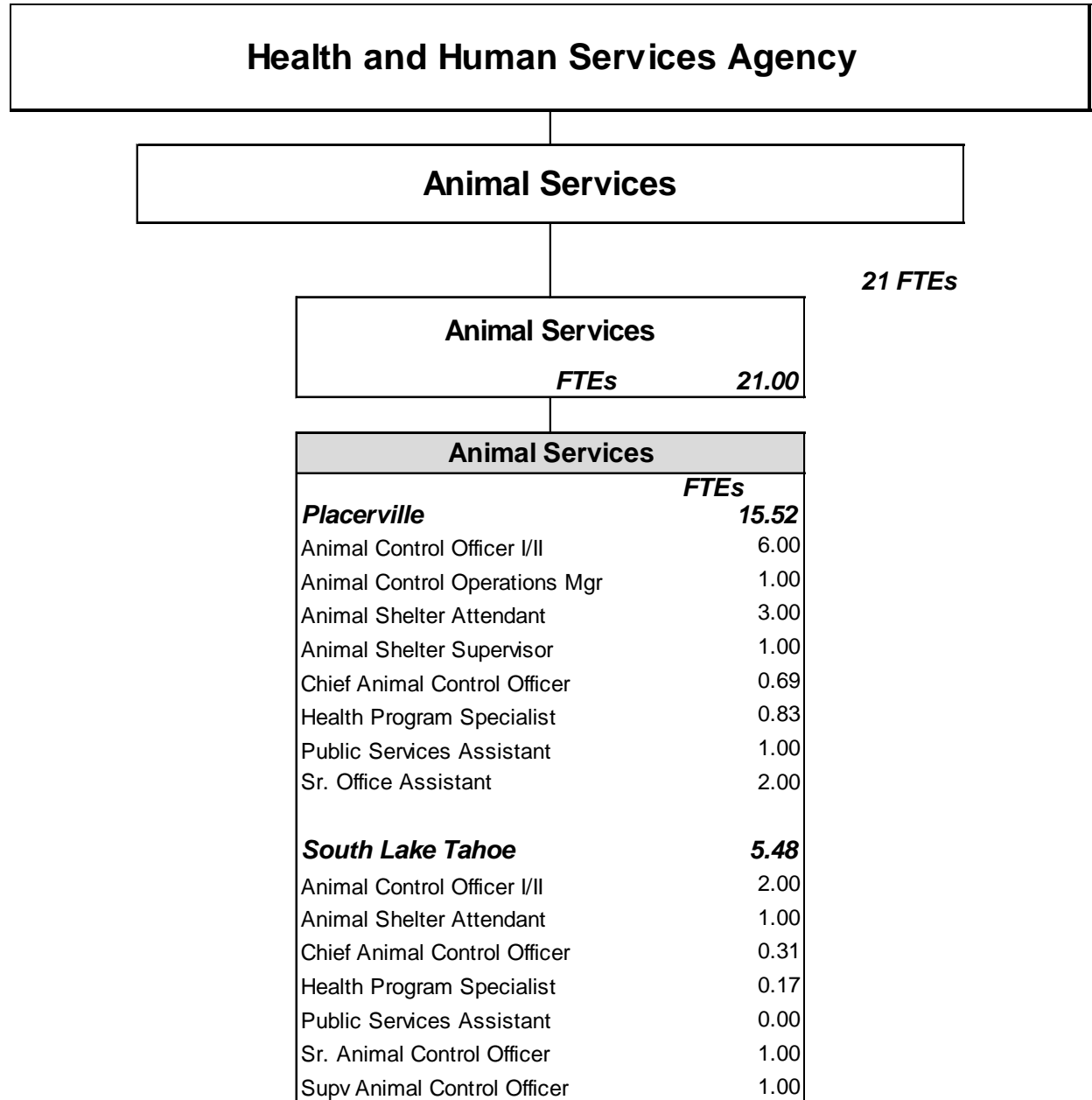
Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

Sources & Uses of Funds

The General Fund provides most of the funding for this Department (56%). Other funding comes from service agreements with other agencies (22.4%), licenses and fines (7.2%), service charges (6.0%), vehicle license fees (6.4%) and sales tax (1.3%) and court fines and miscellaneous revenue (.7%).

ORGANIZATIONAL CHART



MISSION

The Office of the Public Guardian ensures the physical and financial safety of persons unable to care for themselves, and when there are no viable alternatives to a public conservatorship. Services are defined and directed by the Superior Court. The Superior Court can appoint the Public Guardian as a conservator of the person only, estate only (for probate) or both person and estate.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - Federal	248,206	100,000	20,000	(80,000)
Service Charges	186,181	187,000	187,000	0
Miscellaneous Rev	12,678	50,000	50,000	0
Total Revenue	447,065	337,000	257,000	(80,000)
Salaries & Benefits	1,341,387	1,377,651	1,255,461	(122,190)
Services & Supplies	444,508	121,268	163,182	41,914
Other Charges	12,124	50,000	50,000	0
Intrafund Transfers	464,716	474,745	475,021	276
Total Appropriations	2,262,734	2,023,664	1,943,664	(80,000)
FUND 1000 GENERAL FUND TOTAL	1,815,669	1,686,664	1,686,664	0

MAJOR BUDGET CHANGES

Revenue

Federal Intergovernmental

(\$80,000) Decrease in revenue due to transitioning from the Targeted Case Management (TCM) Program to the Medi-Cal Administrative Activities Program (MAA).

Appropriations

Salaries and Benefits

(\$122,190) Net decrease primarily due to deletion of 1.0 FTE vacant Deputy Public Guardian position as a result of decrease in Federal Revenue.

Services and Supplies

\$50,000 Increase in space costs due to the move to co-locate the program with Behavioral Health in the Victory Mine Building.

(\$8,086) Net decrease in other services and supplies based on trend of prior year actuals.

Health and Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

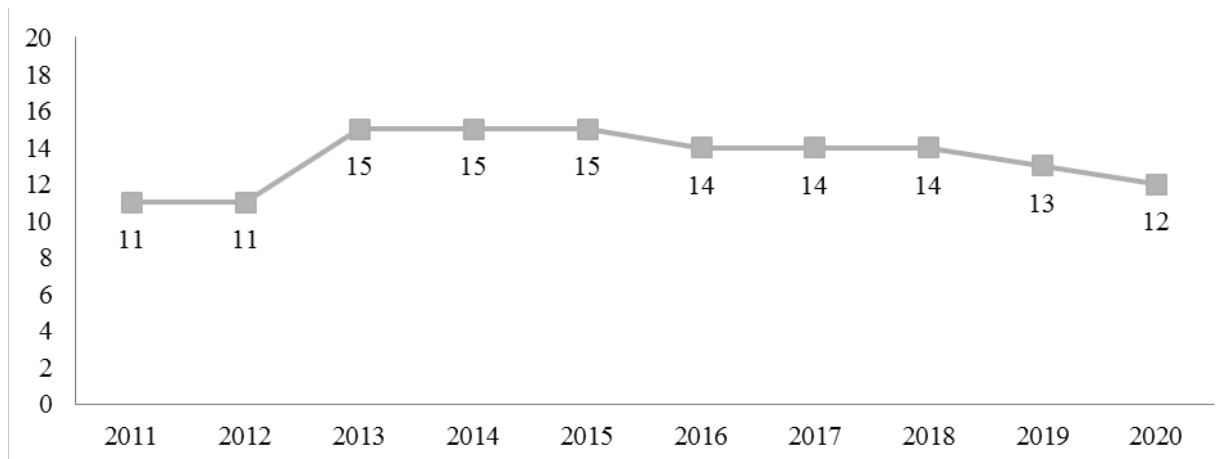
PROGRAM SUMMARY

The mandated Public Guardian Program (PG) 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.

PG participates in the Medi-Cal Administrative Activities (MAA) program which is administered by the California Department of Health Care Services which leverages allowable State and local revenue to receive federal reimbursement for approved Medi-Cal activities. Other funding includes Fees for Services and County General Fund.

STAFFING TREND

The Public Guardian staff allocation is recommended at 12.0 for FY 2019-20. This includes the reduction of a vacant 1.0 FTE Deputy Public Guardian position.



RECOMMENDED BUDGET

The Budget is recommended at \$1,943,664, which is a decrease of \$80,000 (4%) when compared to the FY 2018-19 Budget. The General Fund provides 86.8% of the funding for the Public Guardian Department. There is no change in the General Fund cost, at \$1,686,664.

The Recommended Budget includes decreased expenditures to offset the decrease in Federal Revenue.

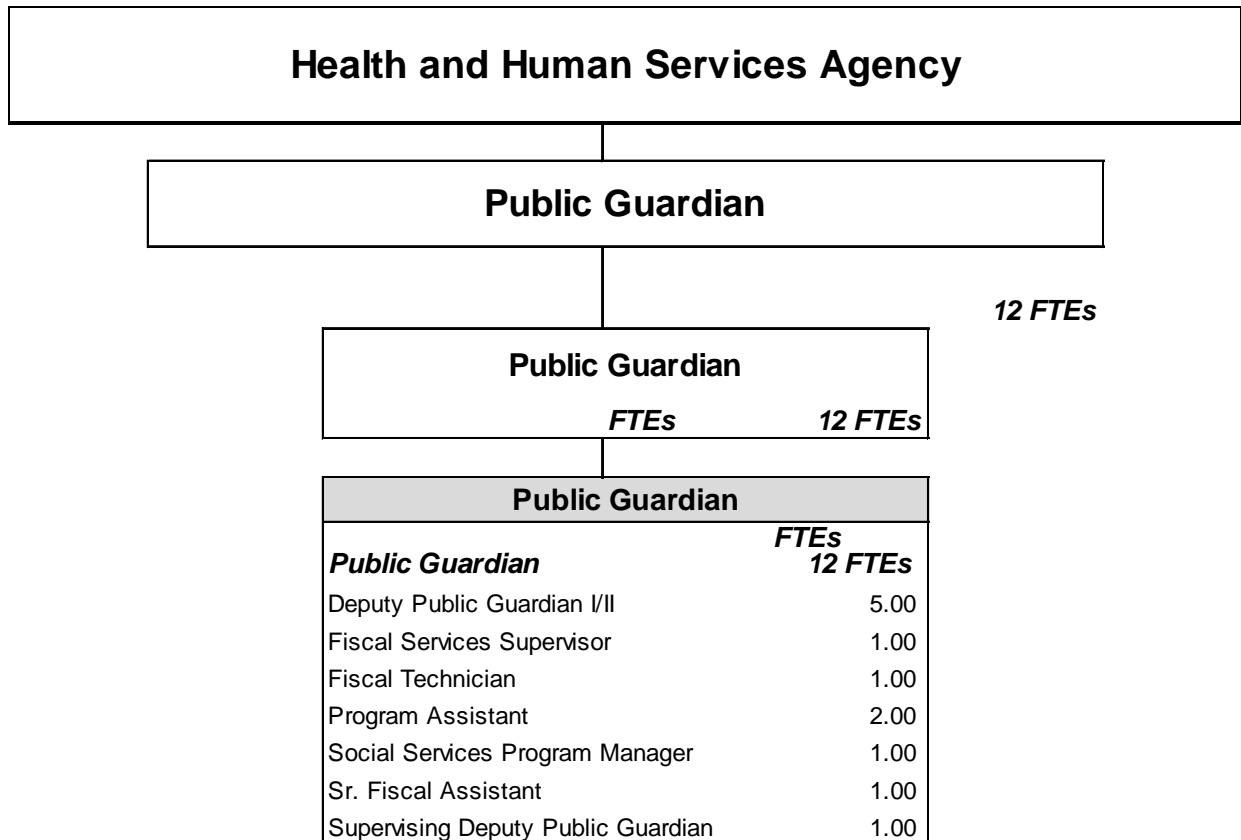
CAO Adjustments

The CAO recommended the deletion of a vacant 1.0 FTE Deputy Public Guardian position instead of holding a vacancy.

Sources & Used of Funds

The General Fund provides most of the funding for this Department (87%). Other funding comes from service charges (9.5%), Federal Revenue (1%) and Misc. Revenue (2.5%).

ORGANIZATIONAL CHART





MISSION

The mission of County of El Dorado Veteran Affairs is to represent and assist veterans and their dependents and survivors through the adjudication of claims to the U.S. Government, and to advocate that the benefits received are the maximum possible under the full extent of the law. Veteran Affairs is a collaborative point of contact between the County, veterans and various veteran service organizations in the Community.

DEPARTMENT BUDGET SUMMARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - State	57,062	59,000	72,100	13,100
IG Rev - Federal	4,143	4,143	4,143	0
Other Fin Sources	23,442	18,000	9,694	(8,306)
Total Revenue	84,647	81,143	85,937	4,794
Salaries & Benefits	341,681	427,662	399,074	(28,588)
Services & Supplies	66,785	74,660	92,608	17,948
Intrafund Transfers	16,898	91,493	113,014	21,521
Total Appropriations	425,363	593,815	604,696	10,881
FUND 1000 GENERAL FUND TOTAL	340,716	512,672	518,759	6,087

MAJOR BUDGET CHANGES

Revenue

Intergovernmental-State

- \$15,000 Increase in funding received for Mental Health Outreach Mini Grant Funds to be used for Veterans mental health outreach.
- (\$1,900) Decrease in California Department of Veteran Affairs (Cal-Vet) administration funding based on current revenue estimates. 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.

Other Financing Sources

- (\$8,306) Decrease in transfer from the Veterans License Plate Program under CMVC § 972.2 based upon updated estimates of License Plate Fee special revenue account.

Health & Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

Appropriations

Salaries and Benefits

(\$28,588) Decrease primarily due to reduction in Extra Help commensurate with reduction in one-time funding from the License Plate Program (\$8,306), and reduction in Health Insurance costs (\$17,746).

Services and Supplies

\$15,000 Increase in Special Departmental Expense related to Mental Health Outreach Mini Grant Funds, to be used for Veterans mental health outreach.

\$1,100 Purchase of computer for the office lobby for clients to update information in VetPro.

\$1,848 Net Increase in other services and supplies to align budget with prior year actual.

Intra-fund Transfers

\$21,521 Increases in cost allocations from HHS Administration/Finance Department (\$15,293), and from Facilities for building maintenance (\$7,170).

PROGRAM SUMMARY

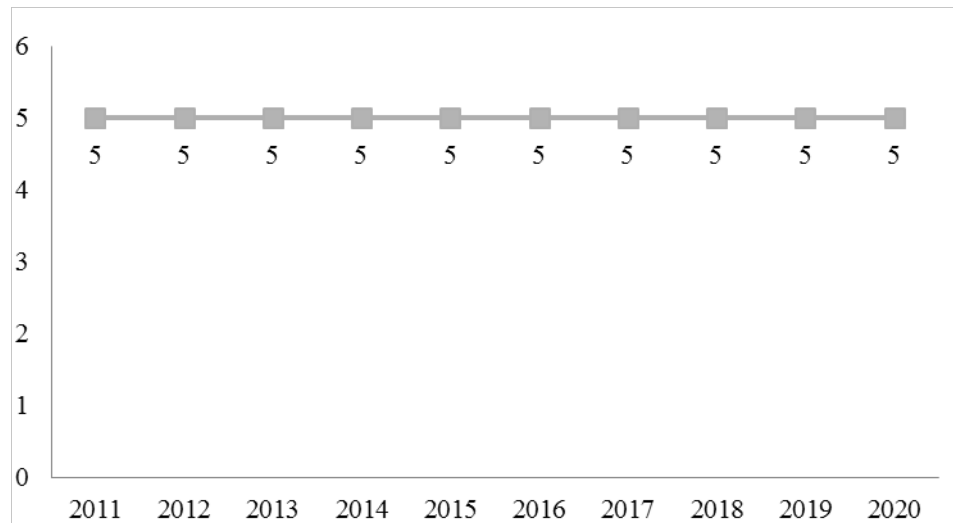
The Veteran Affairs Department provides information, benefit and application assistance, intercession and appellate advocacy for veterans applying for State and Federal programs governing assistance of persons who served in the military as well as for their dependents and survivors. State and Federal assistance programs may include home loans, war-time pensions, compensation, insurance, medical and domiciliary care, education programs, burial assistance, survivors benefits and military retirement benefits. 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.

This program collaborates with community based providers in the delivery of a variety of services providing support for homeless veterans, those needing behavioral health support, as well as providing referrals to services that help the re-assimilation of returning war veterans.

Staff also provides guidance on Veterans Affairs to the Board of Supervisors upon request and administrative support for the Veterans Affairs Commission, and the Veterans Memorial Building House Council.

STAFFING TREND

The recommended staff allocation for FY 2019-20 is 5.0 FTEs, which is unchanged from the FY 2018-19 Adopted Budget. This includes the addition of 1.0 FTE Veteran Service Representative I/II offset by the deletion of a 1.0 FTE Senior Veteran Service Representative to true up the personnel allocation for an underfill. The Department also receives Finance and Administrative support from a 1.0 FTE Fiscal Assistant position that was hired to support the department when it transitioned to the Health and Human Services Agency in July, 2018.



RECOMMENDED BUDGET

The Budget is recommended at \$604,696, which is an increase of \$10,881 or 1.8% when compared to the FY 2018-19 Adopted Budget. The General Fund provides 85.8% of the funding for the Veteran Affairs Department. The General Fund cost is recommended at \$518,759, which is an increase of \$6,087 or 1.2%.

The increase in General Fund cost is attributed primarily to an increase in the HHSA Admin/Finance Internal Cost Rate (ICR) of \$15,293 and an increase in cost-applied charges for building maintenance and improvements of \$7,170, partially offset by savings in other areas (\$16,376).

CAO Adjustments

Supplemental budget requests to update building security/access control, update the lobby window and purchase new signage for the Veteran Memorial Building parking lot for \$21,500 are not recommended at this time. However, a supplemental budget request to purchase a computer for client use in the office lobby is recommended at \$1,100.

Health & Human Services Agency

RECOMMENDED BUDGET • FY 2019-20

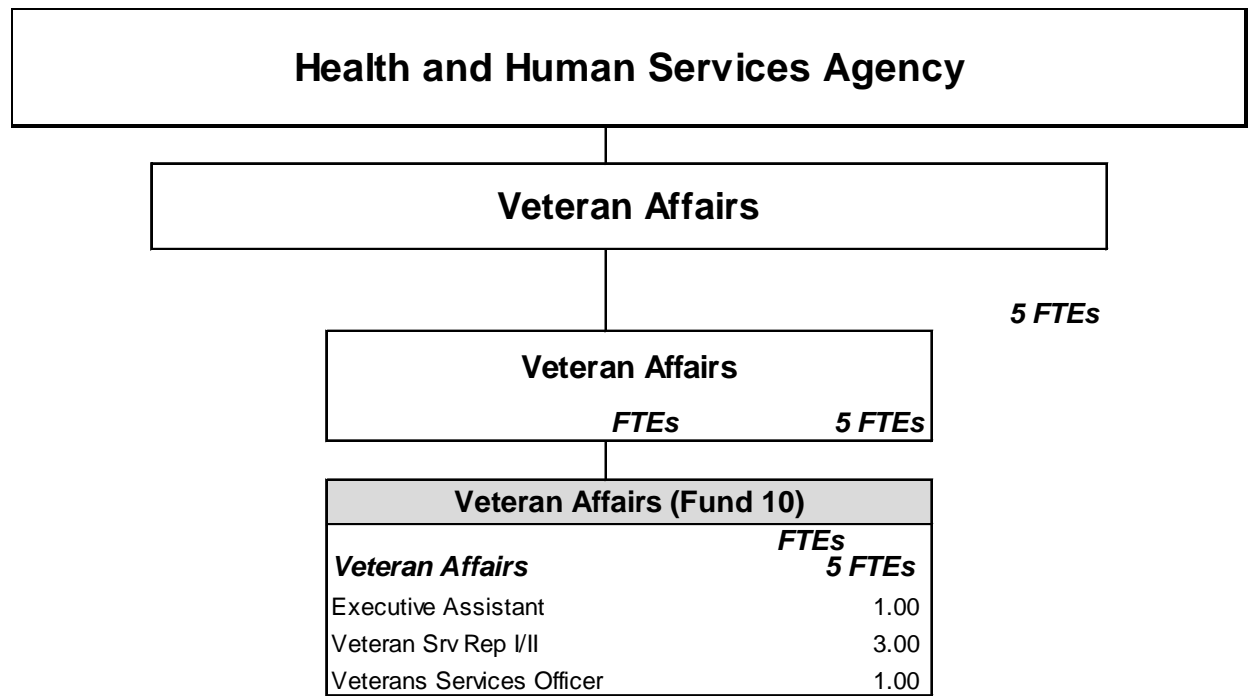
Sources & Uses of Funds

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

State funding for administration and training 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.

The Department also plans to transfer \$9,694 from a special revenue fund established under CMVC § 972.2 for the collection of special interest license plate fees, to pay for Extra Help.

ORGANIZATIONAL CHART



Library & Museum
RECOMMENDED BUDGET • FY 2019- 20

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

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2,355	2,350	2,500	150
IG Rev - State	285,208	283,500	304,481	20,981
IG Rev - Federal	2,621	0	0	0
Service Charges	162,838	155,525	156,400	875
Miscellaneous Rev	143,803	164,700	136,150	(28,550)
Other Fin Sources	1,409,578	1,684,172	1,616,576	(67,596)
Total Revenue	2,006,403	2,290,247	2,216,107	(74,140)
Salaries & Benefits	2,698,716	2,872,730	3,021,694	148,964
Services & Supplies	836,331	1,001,816	876,332	(125,484)
Other Charges	2,411	2,000	2,000	0
Other Fin Uses	5,000	0	60,000	60,000
Intrafund Transfers	32,357	33,168	25,222	(7,946)
Total Appropriations	3,574,814	3,909,714	3,985,248	75,534
FUND 1000 GENERAL FUND TOTAL	1,568,412	1,619,467	1,769,141	149,674

MAJOR BUDGET CHANGES

Revenue

- \$20,981 Increase in State revenue primarily associated with First 5 early Literacy Program.
- (\$28,550) Net decrease in Miscellaneous Revenues due to increase in donations from Friends of the Library to fund renovations to children’s room at the Main Library in Placerville (\$38,300), offset by reduction in funding associated with the State Broadband program (\$66,000) because funding is now distributed through E-rate credits on invoices instead of via revenue.
- (\$67,596) Decrease in transfers from Special Revenue Funds to offset Library operations.

Library & Museum

RECOMMENDED BUDGET • FY 2019 - 20

Appropriations

Salaries and Benefits

\$148,964 Net increase due primarily to negotiated salary adjustments (\$96,129) and increased CalPERS retirement costs (\$58,516), offset by reductions in other benefits.

Services and Supplies

\$15,982 Increase in office expense associated with an increase in First 5 Early Literacy Program and EDCOE grant funding.

(\$142,994) Net decrease primarily due to decrease in Internet services resulting from E-rate credit program (\$46,570), and decreases in on-line subscriptions (\$36,619), professional services due to fewer one-time project costs (\$40,900) and lower maintenance and support costs associated with Library operating systems (\$18,905).

Other Financing Uses

\$40,000 One-time increase due to renovation of the Children's Room at the Main library in Placerville (\$40,000), entirely funded by contributions from Friends of the Library.

\$20,000 One-time increase due to renovation of the program area of the Georgetown library, funded by Friends of the Library (\$5,000), Fund Balance (\$10,000) and General Fund (\$5,000).

Intrafund Transfers

(\$7,946) Decrease primarily due to lower mail service and facilities cost-applied charges.

PROGRAM SUMMARIES

Administration

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,

Central Support

Delivers computer services and support and clerical operations as well as book receiving, ordering, cataloging and processing support for all library branches.

Bookmobile

Provides access to library materials and collections at various community sites.

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 funded by a grant from First 5 El Dorado which is matched by the Library.

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. The Library Department does not oversee the operation of the Law Library.

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 60,000 books and other items, and circulates 125,000 items annually. Open five days per week. Revenue sources are library assessments, fines and fees, donations, fund balance and general fund.

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 73,000 books and other items, and circulates 210,000 items annually. Open six days per week. Revenue sources are library taxes, fines and fees, donations, fund balance and general fund.

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 20,000 books and other items, and circulates 32,000 items annually. Open five days per week. Revenue sources are library taxes, fines and fees, donations, fund balance and general fund.

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 110,000 books and other items, and circulates 243,000 items annually. Open five days per week. Revenue sources are fines and fees, donations, fund balance and general fund.

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 10,000 books and other items, and circulates 20,000 items annually. Open three days per week. Revenue sources are fines and fees, donations and general fund.

Library & Museum

RECOMMENDED BUDGET • FY 2019 - 20

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 118,000 items annually. Open six days per week. Revenue sources are library taxes, fines and fees, donations, fund balance and general fund.

Museum

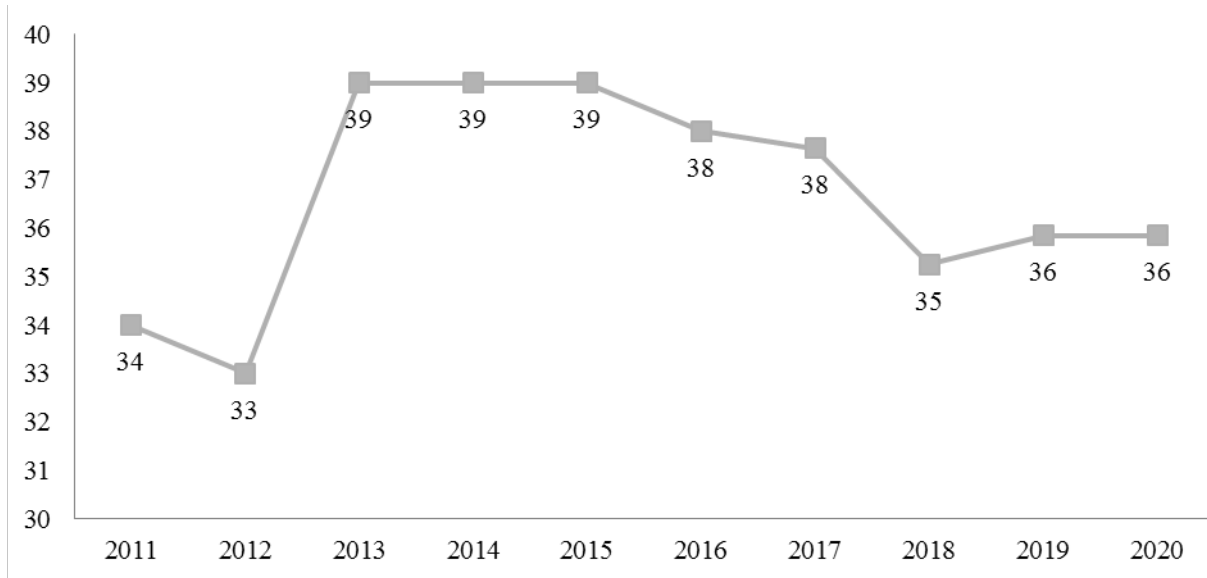
Provides public access to a large collection of exhibits, artifacts and documents related to El Dorado County. Open six days per week. Revenues are from entrance fees and the sale of historical books and photographs. Volunteers are used extensively to provide access to the museum and for historical research.

BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
Administration & Support	\$ 856,343	\$ -	\$ 856,343	6.55
Bookmobile	\$ 4,194	\$ -	\$ 4,194	0.25
First 5 Early Literacy Prog & EDCOE	\$ 304,481	\$ 304,481	\$ -	4.5
Law Library	\$ 36,455	\$ -	\$ 36,455	0
Libraries				
Cameron Park Library	\$ 376,302	\$ 316,685	\$ 59,617	3.48
El Dorado Hills Library	\$ 628,599	\$ 597,032	\$ 31,567	5.05
Georgetown Library	\$ 192,418	\$ 129,505	\$ 62,913	1.65
Main Library – Placerville	\$ 665,807	\$ 183,086	\$ 482,721	6.57
Pollock Pines Library	\$ 59,482	\$ 4,900	\$ 54,582	0.85
South Lake Tahoe Library	\$ 690,130	\$ 674,718	\$ 15,412	5.95
Museum	\$ 171,037	\$ 5,700	\$ 165,337	1
Total	\$ 3,985,248	\$ 2,216,107	\$ 1,769,141	35.85

STAFFING TREND

There is no change from the current level of staffing at 35.85 FTEs.



RECOMMENDED BUDGET

This Budget is recommended at \$3,985,248, which is an increase of \$75,534 (1.9%) when compared to the FY 2018-19 Adopted Budget. The General Fund provides 44.4% of the funding for the Department, and is increased by \$149,674 (9.2%) when compared to the FY 2018-19 Adopted Budget.

Increased salary and benefits costs account for \$148,964 or (99.5%) of the increase to General Fund. The Recommended Budget includes one-time appropriations for renovations to the Children’s Room at the Main library in Placerville (\$40,000), entirely funded by contributions from Friends of the Library, as well as renovations to the program area of the Georgetown library. The Georgetown library renovation is funded by Friends of the Library (\$5,000), Fund Balance (\$10,000) and General Fund (\$5,000). This increase in General Fund is offset by savings in other areas, and the project will improve levels of service to library patrons.

The Recommended Budget also includes the re-budget \$20,000 General Fund for a CEQA analysis of the SPTC area near Missouri Flat Road to assess feasibility of a railroad maintenance/storage yard which will support the operation of the El Dorado Western Railroad and future Railroad Park in El Dorado.

CAO Adjustments

A supplemental budget request to provide improvements to the Railroad Park in El Dorado to bring the track up to standard to operate a full size train is not recommended at this time. Funding for this project was proposed from the Museum Trust Fund (\$5,000) and General Fund (\$12,000).

Library & Museum

RECOMMENDED BUDGET • FY 2019 - 20

Additionally, Extra Help costs were reduced by \$16,987 to align budgeted spending with prior year actual, which was \$23,000 higher than the FY 2018-19 Adopted Budget. The Library Department hires many part-time, non-benefitted employees and an Extra Help budget is required to allow for flexibility in backfilling well-trained employees for vacation and sick leave coverage in several locations throughout the County.

Sources & Uses of Funds

The Department is primarily funded with discretionary General Fund tax revenue and special taxes collected in the various library zones of benefit that are held in special revenue funds and transferred to the Library operating budget, with smaller amounts of revenue from donations, state grant funds, and charges for services.

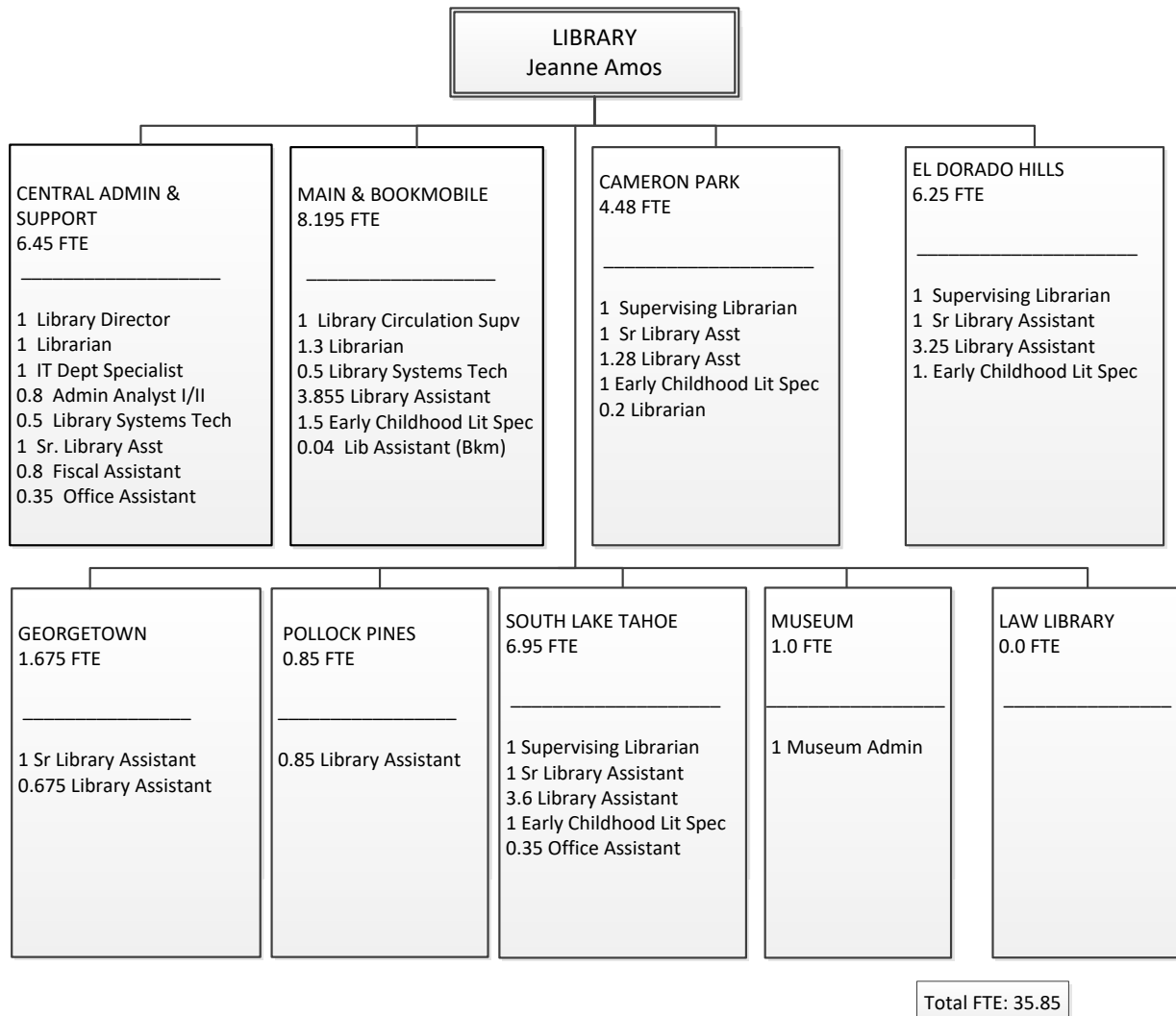
PERSONNEL ALLOCATION

Classification Title	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recm'd	Diff from Adjusted
Director of Library Services	1.00	1.00	1.00	-
Administrative Analyst I/II	0.80	0.80	0.80	-
Early Childhood Literacy Specialist	4.50	4.50	4.50	-
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	13.55	13.55	13.55	-
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	0.70	0.70	0.70	-
Sr. Library Assistant	5.00	5.00	5.00	-
Supervising Librarian	4.00	4.00	4.00	-
Department Total	35.85	35.85	35.85	-

Library & Museum

RECOMMENDED BUDGET • FY 2019 - 20

ORGANIZATIONAL CHART





Fixed Assets
RECOMMENDED BUDGET • FY 2019 - 20

Department Name	Sub-Object	Qty	Item Description	Unit Cost	Total Cost
<i>Fund Type 10: General Fund</i>					
<u>Agricultural Commissioner</u>					
	6040	1	Trimbal Geo 7x GPS	\$ 9,983	\$ 9,983
			Agriculture Total	\$	9,983
<u>Health and Human Services</u>					
Animal Services					
	6040	1	Dog Box	\$ 40,000	\$ 40,000
			Health and Human Services Total	\$	40,000
<u>Information Technology</u>					
	6042	2	Cisco Routers	\$ 9,000	\$ 18,000
	6042	1	Granicus System Hardware Refresh	\$ 6,600	\$ 6,600
	6042	1	Data Center Storage	\$ 53,000	\$ 53,000
	6042	1	VDI Graphics Processing Units	\$ 12,000	\$ 12,000
	6042	1	Fluke Fiber Test Module	\$ 14,000	\$ 14,000
	6042	1	Video Conference Infrastructure	\$ 55,650	\$ 55,650
			Information Technology Total	\$	159,250
<u>Planning and Building</u>					
	6041	2	Wide Format Scanner	\$ 6,000	\$ 12,000
	6045	1	4-Door Jeep	\$ 35,000	\$ 35,000
			Planning and Building Total	\$	47,000
<u>Probation</u>					
	6040	1	Conference Room AV Equipment	\$ 30,000	\$ 30,000
	6040	1	Security Cameras SLT Office	\$ 63,000	\$ 63,000
	6040	1	Server for Security Cameras	\$ 8,700	\$ 8,700
	6040	1	Hobart Dishwasher	\$ 11,000	\$ 11,000
	6040	1	Powdercoating JTC Tables	\$ 8,000	\$ 8,000
			Probation Total	\$	120,700

Fixed Assets

RECOMMENDED BUDGET • FY 2019 - 20

Department Name	Sub-Object	Qty	Item Description	Unit Cost	Total Cost
<u>Sheriff</u>					
	6040	80	Handheld Radios	\$ 185,000	\$ 185,000
	6040	1	Radio Service Monitor	\$ 35,000	\$ 35,000
	6040	3	911 Consoles	\$ 10,000	\$ 30,000
	6040	1	911 Channel Boards	\$ 16,000	\$ 16,000
	6040	1	Repeater	\$ 27,000	\$ 27,000
	6040	1	Handheld X-Ray Machine	\$ 46,000	\$ 46,000
	6040	1	Pneumatic Breaching Tool	\$ 7,400	\$ 7,400
	6040	1	Pneumatic Breaching Tool	\$ 7,400	\$ 7,400
	6040	1	X-Ray Device	\$ 89,000	\$ 89,000
	6040	1	UAS Upgrade	\$ 30,000	\$ 30,000
	6040	1	Bomb Suit	\$ 35,000	\$ 35,000
	6040	4	License Plate Readers	\$ 15,000	\$ 60,000
	6040	1	Telex Battery	\$ 6,000	\$ 6,000
	6040	1	Repeater	\$ 28,000	\$ 28,000
	6040	1	SAFE BOAT	\$ 420,000	\$ 420,000
	6040	7	APX Mobile	\$ 8,535	\$ 59,750
	6040	7	APX Portable	\$ 5,750	\$ 40,250
	6040	2	Body Scanner	\$ 156,000	\$ 312,000
	6040	1	Replace Transition Cell Door	\$ 7,000	\$ 7,000
	6042	1	Gym Equipment	\$ 60,000	\$ 60,000
	6042	2	Video Storage	\$ 42,000	\$ 84,000
	6042	2	Data Storage	\$ 75,000	\$ 150,000
	6042	1	VDI High Speed Storage	\$ 70,000	\$ 70,000
	6042	1	ID Badge Printer	\$ 6,000	\$ 6,000
	6042	1	Conference Room AV Equipment	\$ 25,000	\$ 25,000
	6042	2	Live Scan Machines	\$ 30,000	\$ 60,000
	6045	1	Pickup Truck 4x4	\$ 35,700	\$ 35,700
	6045	4	SUVs	\$ 46,350	\$ 185,400
	6045	1	Van	\$ 25,000	\$ 25,000
	6045	1	EOD Response Vehicle	\$ 230,000	\$ 230,000
	6045	1	Mobile Command Post	\$ 750,000	\$ 750,000
			Sheriff Grant / Special Revenue Funds	\$	\$ 1,754,900
			Sheriff General Fund	\$	\$ 1,367,000
			Sheriff Total	\$	\$ 3,121,900
<u>Treasurer-Tax Collector</u>					
	6040	1	Scanner	\$ 5,247	\$ 5,247
			Treasurer-Tax Collector Total	\$	\$ 5,247
			Fund Type 10: General Fund Total	\$	\$ 3,504,080

Fixed Assets
RECOMMENDED BUDGET • FY 2019 - 20

Department Name	Sub-Object	Qty	Item Description	Unit Cost	Total Cost
<i>Fund Type 11: Special Revenue Funds</i>					
<u>Transportation</u>					
	6040	2	ALDIS / Gridsmart Camera Signal System	\$ 27,000	\$ 54,000
	6040	1	Raised Pavement Marker Applicator	\$ 57,000	\$ 57,000
	6040	1	Pickup Truck 4x4	\$ 28,000	\$ 28,000
	6040	1	Aerial Truck	\$ 150,000	\$ 150,000
	6040	1	Loader	\$ 200,000	\$ 200,000
	6040	1	Roller	\$ 55,000	\$ 55,000
	6040	1	Herbicide Tank and Attachments	\$ 110,000	\$ 110,000
	6040	1	Walden Power Broom	\$ 70,000	\$ 70,000
	6040	1	Thumb Attachment for Backhoe	\$ 5,000	\$ 5,000
	6040	1	Paint Legend Truck	\$ 85,000	\$ 85,000
	6040	1	Lowbed Trailer	\$ 110,664	\$ 110,664
	6040	2	Truck Plow	\$ 9,000	\$ 18,000
	6040	1	Truck Mounted CMS Board	\$ 12,000	\$ 12,000
	6040	1	Water Tank Attachment	\$ 50,000	\$ 50,000
	6040	1	Water Tank Attachment	\$ 40,000	\$ 40,000
	6040	1	Plow - Straight Blade	\$ 20,000	\$ 20,000
	6040	1	Road Widener Unit	\$ 45,000	\$ 45,000
	6040	1	High flow Skidsteer	\$ 200,000	\$ 200,000
	6040	1	CMS Boards	\$ 38,000	\$ 38,000
	6040	1	Paving Machine	\$ 400,000	\$ 400,000
	6040	2	Dump/Hook Loader	\$ 133,000	\$ 266,000
	6040	3	Pickup Trucks	\$ 53,667	\$ 161,001
	6040	1	4x4 Hook Loader	\$ 216,076	\$ 216,076
	6040	1	10-Wheel Dump Truck	\$ 239,259	\$ 239,259
	6040	1	Ignition Oven	\$ 12,200	\$ 12,200
			Transportation Total	\$	2,642,200
<u>Health and Human Services</u>					
	Behavioral Health				
	6045	1	Mobile Van	\$ 100,000	\$ 100,000
	6045	1	Replacement Vehicle	\$ 33,000	\$ 33,000
			Health and Human Services Total	\$	133,000
			Fund Type 11: Special Revenue Funds Total	\$	2,775,200

Fixed Assets

RECOMMENDED BUDGET • FY 2019 - 20

Department Name	Sub-Object	Qty	Item Description	Unit Cost	Total Cost
Fund Type 13: Special Revenue Funds: Districts					
<u>Chief Administrative Office - Central Services</u>					
	6045	1	Portable Snow Blower	\$ 200,000	\$ 200,000
Chief Administrative Office - Central Services Total					\$ 200,000
<u>Environmental Management</u>					
	6040	1	Side-by-Side ATV	\$ 16,000	\$ 16,000
	6040	1	Water Quality Meter	\$ 5,000	\$ 5,000
	6040	1	Positive Displacement Pump	\$ 40,000	\$ 40,000
	6040	4	Roll-Off Containers	\$ 6,300	\$ 25,200
	6040	1	Mower with Attachments	\$ 50,000	\$ 50,000
	6040	1	Grabber Bucket Attachment for Bobcat	\$ 5,000	\$ 5,000
	6040	1	Drone	\$ 15,000	\$ 15,000
	6040	2	Quads	\$ 7,500	\$ 15,000
	6045	1	SUV	\$ 41,000	\$ 41,000
Environmental Management Total					\$ 212,200
Fund Type 13: Special Revenue Funds: Districts Total					\$ 412,200
Fund Type 18: Capital Project Fund					
<u>Chief Administrative Office - Accumulative Capital Outlay</u>					
	6042	1	New Voting System	\$ 1,514,000	\$ 1,514,000
State Match Total					\$ 757,000
Chief Administrative Office Total					\$ 1,514,000
Fund Type 18: Capital Project Fund Total					\$ 1,514,000
Fund Type 52: Internal Service Fund					
<u>Transportation</u>					
	6040	1	Bulk Oil Containers and Distribution System	\$ 5,000	\$ 5,000
	6045	TBD	Fleet Replacement Vehicles	Varies	\$ 1,657,856
Transportation Total					\$ 1,662,856
Fund Type 52: Internal Service Fund Total					\$ 1,662,856
Grand Total					\$ 9,868,336

Special Revenue Funds
RECOMMENDED BUDGET • FY 2019 - 20

SPECIAL REVENUE FUND SCHEDULES

Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. These schedules represent Countywide Special Revenue Funds that do not serve as operating funds.

The majority of the special revenue funds collect specific revenue sources and transfer those funds to County operating department budgets (e.g., Sheriff) for expenditure. The purpose of any associated expenses is therefore discussed in each Department's budget narrative.

FUND 11 SPECIAL REVENUE

DEPT : 13 DESIGNATED CONTRIBUTIONS

FUND : 1116 FEDERAL FOREST RESERVES

ORG : 1321000 DC: FEDERAL FOREST RESERVE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	1,289	0	0	0
IG Rev - Federal	112,748	65,570	68,000	2,430
Total Revenue	114,037	65,570	68,000	2,430
Other Fin Uses	65,570	65,570	68,000	2,430
Total Appropriations	65,570	65,570	68,000	2,430
ORG 1321000 DC: FEDERAL FOREST RESERVE TOTAL	(48,467)	0	0	0
FUND 1116 FEDERAL FOREST RESERVES TOTAL	(48,467)	0	0	0

Special Revenue Funds

RECOMMENDED BUDGET • FY 2019 - 20

FUND 12 COUNTYWIDE SPECIAL REVENUE

DEPT : 02 CHIEF ADMINISTRATIVE OFFICE

FUND : 1277 COUNTYWIDE SR - LOCAL REVENUE

ORG : 0270710 CAO: CWSR - TRIAL COURT LESA

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - State	2,704,919	2,700,000	2,700,000	0
Fund Balance	0	212,363	308,007	95,644
Total Revenue	2,704,919	2,912,363	3,008,007	95,644
Other Fin Uses	2,818,081	2,912,363	3,008,007	95,644
Total Appropriations	2,818,081	2,912,363	3,008,007	95,644
ORG 0270710 CAO: CWSR - TRIAL COURT LESA TOTAL	113,162	0	0	0

ORG : 0270720 CAO: CWSR - ENHANCING LAW

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - State	180,543	0	0	0
Fund Balance	0	381,815	455,094	73,279
Total Revenue	180,543	381,815	455,094	73,279
Other Fin Uses	0	150,000	455,094	305,094
Contingency	0	231,815	0	(231,815)
Total Appropriations	0	381,815	455,094	73,279
ORG 0270720 CAO: CWSR - ENHANCING LAW TOTAL	(180,543)	0	0	0

ORG : 0270730 CAO: CWSR - CMNTY CORRECTIONS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - State	4,300,397	4,050,456	4,565,361	514,905
Fund Balance	0	3,952,494	2,465,740	(1,486,754)
Total Revenue	4,300,397	8,002,950	7,031,101	(971,849)
Services & Supplies	177,286	262,708	273,516	10,808
Other Charges	0	56,000	56,000	0
Other Fin Uses	4,319,619	5,050,056	5,288,455	238,399
Contingency	0	2,634,186	1,413,130	(1,221,056)
Total Appropriations	4,496,905	8,002,950	7,031,101	(971,849)
ORG 0270730 CAO: CWSR - CMNTY CORRECTIONS TOTAL	196,508	0	0	0

Special Revenue Funds
RECOMMENDED BUDGET • FY 2019 - 20

ORG : 0270740 CAO: CWSR - DA/PUBLIC DEFENDER

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - State	128,691	180,046	56,000	(124,046)
Fund Balance	0	464,524	0	(464,524)
Total Revenue	128,691	644,570	56,000	(588,570)
Other Fin Uses	46,591	200,251	56,000	(144,251)
Contingency	0	444,319	0	(444,319)
Total Appropriations	46,591	644,570	56,000	(588,570)
ORG 0270740 CAO: CWSR - DA/PUBLIC DEFENDER TOTAL	(82,100)	0	0	0

ORG : 0270760 LOCAL INNOVATION SUB ACCOUNT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - State	32,695	0	0	0
Total Revenue	32,695	0	0	0
ORG 0270760 LOCAL INNOVATION SUB ACCOUNT TOTAL	(32,695)	0	0	0
FUND 1277 COUNTYWIDE SR - LOCAL REVENUE TOTAL	14,332	0	0	0

DEPT : 03 AUDITOR-CONTROLLER

FUND : 1203 COUNTYWIDE SR - AUDITOR

ORG : 0370706 AU: CWSR - OVERPAYMENTS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Miscellaneous Rev	6,379	2,000	2,000	0
Fund Balance	0	0	3,000	3,000
Total Revenue	6,379	2,000	5,000	3,000
Other Fin Uses	2,000	2,000	5,000	3,000
Total Appropriations	2,000	2,000	5,000	3,000
ORG 0370706 AU: CWSR - OVERPAYMENTS TOTAL	(4,379)	0	0	0

Special Revenue Funds

RECOMMENDED BUDGET • FY 2019 - 20

ORG : 0370709 AU: CWSR - AUDITOR EQUIP AUTO

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	248	0	0	0
Fund Balance	0	0	9,500	9,500
Total Revenue	248	0	9,500	9,500
Other Fin Uses	0	0	9,500	9,500
Total Appropriations	0	0	9,500	9,500
ORG 0370709 AU: CWSR - AUDITOR EQUIP AUTO TOTAL	(248)	0	0	0

ORG : 0370715 AU: CWSR - TIMESHARE ASSESSMNT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalties	8,155	0	0	0
Service Charges	459,952	365,000	363,000	(2,000)
Total Revenue	468,107	365,000	363,000	(2,000)
Other Fin Uses	484,925	365,000	363,000	(2,000)
Total Appropriations	484,925	365,000	363,000	(2,000)
ORG 0370715 AU: CWSR - TIMESHARE ASSESSMNT TOTAL	16,818	0	0	0

ORG : 0370719 AU: CWSR - RESERVE FOR COST

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalties	47,380	95,000	80,000	(15,000)
Total Revenue	47,380	95,000	80,000	(15,000)
Other Fin Uses	80,000	95,000	80,000	(15,000)
Total Appropriations	80,000	95,000	80,000	(15,000)
ORG 0370719 AU: CWSR - RESERVE FOR COST TOTAL	32,620	0	0	0
FUND 1203 COUNTYWIDE SR - AUDITOR TOTAL	44,811	0	0	0

Special Revenue Funds

RECOMMENDED BUDGET • FY 2019 - 20

DEPT : 04 TREASURER / TAX COLLECTOR

FUND : 1204 COUNTYWIDE SR - TREAS/TAX

ORG : 0470511 TR: CWSR - CHNG DIFF TAX CLLCT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Other Fin Sources	2,584	3,600	3,600	0
Total Revenue	2,584	3,600	3,600	0
Services & Supplies	2,584	3,600	3,600	0
Total Appropriations	2,584	3,600	3,600	0
ORG 0470511 TR: CWSR - CHNG DIFF TAX CLLCT TOTAL	0	0	0	0

ORG : 0470512 TR: CWSR - OVERAGE TAX COLLECT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Miscellaneous Rev	2,048	3,600	3,600	0
Total Revenue	2,048	3,600	3,600	0
Other Fin Uses	2,048	3,600	3,600	0
Total Appropriations	2,048	3,600	3,600	0
ORG 0470512 TR: CWSR - OVERAGE TAX COLLECT TOTAL	0	0	0	0
FUND 1204 COUNTYWIDE SR - TREAS/TAX TOTAL	0	0	0	0

Special Revenue Funds

RECOMMENDED BUDGET • FY 2019 - 20

DEPT : 05 ASSESSOR

FUND : 1205 COUNTYWIDE SR - ASSESSOR

ORG : 0570700 AS: CWSR - AB1653

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2,815	0	0	0
Service Charges	26,536	22,000	20,000	(2,000)
Fund Balance	0	69,046	16,700	(52,346)
Total Revenue	29,351	91,046	36,700	(54,346)
Other Fin Uses	189,099	91,046	36,700	(54,346)
Total Appropriations	189,099	91,046	36,700	(54,346)
ORG 0570700 AS: CWSR - AB1653 TOTAL	159,748	0	0	0

ORG : 0570701 AS: CWSR - AB719 PTY TAX PRG

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
ORG 0570701 AS: CWSR - AB719 PTY TAX PRG TOTAL	0	0	0	0
FUND 1205 COUNTYWIDE SR - ASSESSOR TOTAL	159,748	0	0	0

DEPT : 06 CENTRAL SERVICES

FUND : 1206 COUNTYWIDE SR - CENTRAL SRV

ORG : 0670100 CAO: CWSR - PUB SAF FAC LOAN

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Other Fin Sources	1,170,529	0	30,000,000	30,000,000
Total Revenue	1,170,529	0	30,000,000	30,000,000
Other Fin Uses	950,000	0	30,000,000	30,000,000
Total Appropriations	950,000	0	30,000,000	30,000,000
ORG 0670100 CAO: CWSR - PUB SAF FAC LOAN TOTAL	(220,529)	0	0	0

ORG : 0670710 CAO: CWSR - CRML JST FAC CONST

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalties	167,566	175,000	150,000	(25,000)
Rev Use Money/Prop	7,764	0	0	0
Total Revenue	175,329	175,000	150,000	(25,000)
Other Fin Uses	471,073	175,000	150,000	(25,000)
Total Appropriations	471,073	175,000	150,000	(25,000)
ORG 0670710 CAO: CWSR - CRML JST FAC CONST TOTAL	295,744	0	0	0

Special Revenue Funds
RECOMMENDED BUDGET • FY 2019 - 20

ORG : 0670712 CAO: CWSR - WARRANT ASSESSMENT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	7,074	0	0	0
Total Revenue	7,074	0	0	0
ORG 0670712 CAO: CWSR - WARRANT ASSESSMENT TOTAL	(7,074)	0	0	0

ORG : 0670713 CAO: CWSR - COURTHOUSE CONST

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalties	3,609	0	0	0
Rev Use Money/Prop	4,019	0	0	0
Total Revenue	7,628	0	0	0
Other Charges	78,106	0	0	0
Total Appropriations	78,106	0	0	0
ORG 0670713 CAO: CWSR - COURTHOUSE CONST TOTAL	70,478	0	0	0

ORG : 0670714 CAO: CWSR - INDIAN GAMING IMPC

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	708	0	0	0
Total Revenue	708	0	0	0
ORG 0670714 CAO: CWSR - INDIAN GAMING IMPC TOTAL	(708)	0	0	0

ORG : 0670715 CAO: CWSR - ALTERNATIVE DISPT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	3,576	0	4,901	4,901
Service Charges	28,098	0	31,494	31,494
Fund Balance	0	256,903	249,230	(7,673)
Total Revenue	31,673	256,903	285,625	28,722
Services & Supplies	95,864	78,000	82,000	4,000
Contingency	0	178,903	203,625	24,722
Total Appropriations	95,864	256,903	285,625	28,722
ORG 0670715 CAO: CWSR - ALTERNATIVE DISPT TOTAL	64,191	0	0	0

Special Revenue Funds

RECOMMENDED BUDGET • FY 2019 - 20

ORG : 0670716 CAO: CWSR - CHILD WAITING RM

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2	0	0	0
Total Revenue	2	0	0	0
ORG 0670716 CAO: CWSR - CHILD WAITING RM TOTAL	(2)	0	0	0

ORG : 0670718 CAO: CWSR - EDH PUBLIC SAFETY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	5,242	0	0	0
Total Revenue	5,242	0	0	0
ORG 0670718 CAO: CWSR - EDH PUBLIC SAFETY TOTAL	(5,242)	0	0	0

ORG : 0670719 CAO: CWSR - ST OFF-HIGHWAY VEH

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	5,095	0	8,831	8,831
IG Rev - State	65,901	68,984	108,439	39,455
Fund Balance	0	416,629	425,470	8,841
Total Revenue	70,995	485,613	542,740	57,127
Other Fin Uses	45,944	108,429	113,841	5,412
Contingency	0	377,184	428,899	51,715
Total Appropriations	45,944	485,613	542,740	57,127
ORG 0670719 CAO: CWSR - ST OFF-HIGHWAY VEH TOTAL	(25,051)	0	0	0

ORG : 0670720 CAO: CWSR - ED SMUD COOP AGR

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	36,016	10,000	36,016	26,016
Other Gov Agency	716,620	720,000	750,000	30,000
Fund Balance	0	0	3,200,000	3,200,000
Total Revenue	752,636	730,000	3,986,016	3,256,016
Other Charges	109,315	109,831	115,000	5,169
Other Fin Uses	356,614	224,162	186,103	(38,059)
Contingency	0	396,007	3,684,913	3,288,906
Total Appropriations	465,929	730,000	3,986,016	3,256,016
ORG 0670720 CAO: CWSR - ED SMUD COOP AGR TOTAL	(286,707)	0	0	0

Special Revenue Funds
RECOMMENDED BUDGET • FY 2019 - 20

ORG : 0670721 CAO: CWSR - VETS HOUSE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	200	0	0	0
Other Fin Sources	15,000	15,000	15,000	0
Fund Balance	0	30,363	30,363	0
Total Revenue	15,200	45,363	45,363	0
Services & Supplies	0	15,000	15,000	0
Other Fin Uses	2,740	0	0	0
Contingency	0	30,363	30,363	0
Total Appropriations	2,740	45,363	45,363	0
ORG 0670721 CAO: CWSR - VETS HOUSE TOTAL	(12,460)	0	0	0

ORG : 0670722 CAO: CWSR - GILMORE EDH SR CTR

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	10,039	0	0	0
Total Revenue	10,039	0	0	0
ORG 0670722 CAO: CWSR - GILMORE EDH SR CTR TOTAL	(10,039)	0	0	0

ORG : 0670723 CAO: CWSR - BSCC RCDVSM RDCTN

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Services & Supplies	45,000	0	0	0
Other Fin Uses	13,750	0	0	0
Total Appropriations	58,750	0	0	0
ORG 0670723 CAO: CWSR - BSCC RCDVSM RDCTN TOTAL	58,750	0	0	0

ORG : 0670724 CAO: CWSR - CASp CERT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	104	0	0	0
Miscellaneous Rev	22,487	0	0	0
Total Revenue	22,591	0	0	0
ORG 0670724 CAO: CWSR - CASp CERT TOTAL	(22,591)	0	0	0

Special Revenue Funds

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ORG : 0670730 CAO: CWSR - ENERGY RETROFIT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	31	0	0	0
Total Revenue	31	0	0	0
ORG 0670730 CAO: CWSR - ENERGY RETROFIT TOTAL	(31)	0	0	0

ORG : 0670731 CAO: CWSR - HENNINGSEN LOTUS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	3,917	0	3,916	3,916
Service Charges	74,463	101,225	73,159	(28,066)
Miscellaneous Rev	(470)	0	0	0
Fund Balance	0	337,010	156,332	(180,678)
Total Revenue	77,910	438,235	233,407	(204,828)
Other Fin Uses	32,934	261,225	77,973	(183,252)
Contingency	0	177,010	155,434	(21,576)
Total Appropriations	32,934	438,235	233,407	(204,828)
ORG 0670731 CAO: CWSR - HENNINGSEN LOTUS TOTAL	(44,976)	0	0	0

ORG : 0670732 CAO: CWSR - PIONEER PARK

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	146	0	0	0
Service Charges	1,250	0	0	0
Total Revenue	1,396	0	0	0
ORG 0670732 CAO: CWSR - PIONEER PARK TOTAL	(1,396)	0	0	0

ORG : 0670733 CAO: CWSR - SKBRD/ROLL ORD

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	4	0	0	0
Fund Balance	0	343	0	(343)
Total Revenue	4	343	0	(343)
Other Fin Uses	0	338	0	(338)
Contingency	0	5	0	(5)
Total Appropriations	0	343	0	(343)
ORG 0670733 CAO: CWSR - SKBRD/ROLL ORD TOTAL	(4)	0	0	0

Special Revenue Funds
RECOMMENDED BUDGET • FY 2019 - 20

ORG : 0670734 CAO: CWSR - MOTHERLODE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	107	0	0	0
Service Charges	2,970	0	0	0
Total Revenue	3,077	0	0	0
ORG 0670734 CAO: CWSR - MOTHERLODE TOTAL	(3,077)	0	0	0

ORG : 0670735 CAO: CWSR - PONDEROSA

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	327	0	0	0
Service Charges	150	0	0	0
Fund Balance	0	29,022	0	(29,022)
Total Revenue	477	29,022	0	(29,022)
Other Fin Uses	0	6,000	0	(6,000)
Contingency	0	23,022	0	(23,022)
Total Appropriations	0	29,022	0	(29,022)
ORG 0670735 CAO: CWSR - PONDEROSA TOTAL	(477)	0	0	0

ORG : 0670736 CAO: CWSR - POLLOCK~CAMINO

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	150	0	0	0
Fund Balance	0	5,552	0	(5,552)
Total Revenue	150	5,552	0	(5,552)
Other Fin Uses	0	5,552	0	(5,552)
Total Appropriations	0	5,552	0	(5,552)
ORG 0670736 CAO: CWSR - POLLOCK~CAMINO TOTAL	(150)	0	0	0

ORG : 0670737 CAO: CWSR - GOLD TRAIL

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2	0	0	0
Total Revenue	2	0	0	0
ORG 0670737 CAO: CWSR - GOLD TRAIL TOTAL	(2)	0	0	0

Special Revenue Funds

RECOMMENDED BUDGET • FY 2019 - 20

ORG : 0670738 CAO: CWSR - TAHOE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fund Balance	0	762	0	(762)
Total Revenue	0	762	0	(762)
Other Fin Uses	0	762	0	(762)
Total Appropriations	0	762	0	(762)
ORG 0670738 CAO: CWSR - TAHOE TOTAL	0	0	0	0

ORG : 0670739 CAO: CWSR - TRAILS COMMITTEE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	23	0	0	0
Fund Balance	0	2,039	0	(2,039)
Total Revenue	23	2,039	0	(2,039)
Other Fin Uses	0	2,024	0	(2,024)
Contingency	0	15	0	(15)
Total Appropriations	0	2,039	0	(2,039)
ORG 0670739 CAO: CWSR - TRAILS COMMITTEE TOTAL	(23)	0	0	0

ORG : 0670740 CAO: CWSR - RIVER USE PERMITS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	187,575	190,180	231,853	41,673
Rev Use Money/Prop	4,236	0	7,381	7,381
Fund Balance	0	230,142	246,639	16,497
Total Revenue	191,811	420,322	485,873	65,551
Other Fin Uses	174,756	222,737	232,005	9,268
Contingency	0	197,585	253,868	56,283
Total Appropriations	174,756	420,322	485,873	65,551
ORG 0670740 CAO: CWSR - RIVER USE PERMITS TOTAL	(17,055)	0	0	0
FUND 1206 COUNTYWIDE SR - CENTRAL SRV TOTAL	(168,430)	0	0	0

Special Revenue Funds
RECOMMENDED BUDGET • FY 2019 - 20

DEPT : 18 RECORDER / CLERK

FUND : 1218 COUNTYWIDE SR - RECORDER

ORG : 1870700 RC: CWSR - MICRO

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	5,169	0	0	0
Service Charges	168,145	180,000	160,000	(20,000)
Fund Balance	0	294,664	190,789	(103,875)
Total Revenue	173,314	474,664	350,789	(123,875)
Other Fin Uses	216,397	250,000	200,000	(50,000)
Contingency	0	224,664	150,789	(73,875)
Total Appropriations	216,397	474,664	350,789	(123,875)
ORG 1870700 RC: CWSR - MICRO TOTAL	43,083	0	0	0

ORG : 1870701 RC: CWSR - COMPUTER SYSTEM

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	5,653	0	0	0
Service Charges	268,033	260,000	260,000	0
Fund Balance	0	395,963	273,594	(122,369)
Total Revenue	273,686	655,963	533,594	(122,369)
Other Fin Uses	200,000	352,975	200,000	(152,975)
Contingency	0	302,988	333,594	30,606
Total Appropriations	200,000	655,963	533,594	(122,369)
ORG 1870701 RC: CWSR - COMPUTER SYSTEM TOTAL	(73,686)	0	0	0

ORG : 1870702 RC: CWSR - NOTARY PBLC CNF MRG

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	1,800	1,000	1,000	0
Rev Use Money/Prop	64	0	0	0
Fund Balance	0	5,598	5,880	282
Total Revenue	1,864	6,598	6,880	282
Other Fin Uses	1,000	1,000	1,000	0
Contingency	0	5,598	5,880	282
Total Appropriations	1,000	6,598	6,880	282
ORG 1870702 RC: CWSR - NOTARY PBLC CNF MRG TOTAL	(864)	0	0	0

Special Revenue Funds

RECOMMENDED BUDGET • FY 2019 - 20

ORG : 1870703 RC: CWSR - VITAL HEALTH STATS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	572	0	0	0
Service Charges	25,796	20,000	28,000	8,000
Fund Balance	0	33,433	22,783	(10,650)
Total Revenue	26,367	53,433	50,783	(2,650)
Other Fin Uses	30,000	40,000	25,000	(15,000)
Contingency	0	13,433	25,783	12,350
Total Appropriations	30,000	53,433	50,783	(2,650)
ORG 1870703 RC: CWSR - VITAL HEALTH STATS TOTAL	3,633	0	0	0

ORG : 1870705 RC: CWSR - SOC SEC TRUNCATION

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	5,989	0	0	0
Service Charges	31,020	32,000	7,000	(25,000)
Fund Balance	0	522,848	509,529	(13,319)
Total Revenue	37,009	554,848	516,529	(38,319)
Other Fin Uses	12,250	20,000	12,250	(7,750)
Contingency	0	534,848	504,279	(30,569)
Total Appropriations	12,250	554,848	516,529	(38,319)
ORG 1870705 RC: CWSR - SOC SEC TRUNCATION TOTAL	(24,759)	0	0	0

ORG : 1870706 RC: CWSR - ELCT RCRD DLVRY SYS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	5,712	0	0	0
Service Charges	57,507	60,000	55,000	(5,000)
Fund Balance	0	487,176	470,353	(16,823)
Total Revenue	63,219	547,176	525,353	(21,823)
Other Fin Uses	40,117	73,000	42,750	(30,250)
Contingency	0	474,176	482,603	8,427
Total Appropriations	40,117	547,176	525,353	(21,823)
ORG 1870706 RC: CWSR - ELCT RCRD DLVRY SYS TOTAL	(23,102)	0	0	0
FUND 1218 COUNTYWIDE SR - RECORDER TOTAL	(75,696)	0	0	0

Special Revenue Funds
RECOMMENDED BUDGET • FY 2019 - 20

DEPT : 22 DISTRICT ATTORNEY
FUND : 1222 COUNTYWIDE SR - DA
ORG : 2270700 DA:CWSR - STATE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	20	0	0	0
Total Revenue	20	0	0	0
ORG 2270700 DA:CWSR - STATE TOTAL	(20)	0	0	0

ORG : 2270701 DA:CWSR - FEDERAL PRIOR 6/5/07

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	1	0	0	0
Total Revenue	1	0	0	0
ORG 2270701 DA:CWSR - FEDERAL PRIOR 6/5/07 TOTAL	(1)	0	0	0

ORG : 2270703 DA:CWSR - FEDERAL AGRMT 6/3/07

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2,506	0	0	0
Total Revenue	2,506	0	0	0
Other Charges	4,528	0	0	0
Total Appropriations	4,528	0	0	0
ORG 2270703 DA:CWSR - FEDERAL AGRMT 6/3/07 TOTAL	2,022	0	0	0

ORG : 2270706 DA:CWSR - ASSET SEIZURE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	12,232	0	0	0
Total Revenue	12,232	0	0	0
ORG 2270706 DA:CWSR - ASSET SEIZURE TOTAL	(12,232)	0	0	0

ORG : 2270731 DA:CWSR - AUTO FRAUD

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	1,922	1,000	0	(1,000)
IG Rev - State	235,800	237,400	270,728	33,328
Total Revenue	237,722	238,400	270,728	32,328
Other Fin Uses	238,542	238,400	270,728	32,328
Total Appropriations	238,542	238,400	270,728	32,328
ORG 2270731 DA:CWSR - AUTO FRAUD TOTAL	820	0	0	0

Special Revenue Funds

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ORG : 2270741 DA:CWSR - WORKERS COMP FRAUD

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2,211	0	0	0
IG Rev - State	319,183	322,416	322,488	72
Total Revenue	321,394	322,416	322,488	72
Other Fin Uses	314,753	322,416	322,488	72
Total Appropriations	314,753	322,416	322,488	72
ORG 2270741 DA:CWSR - WORKERS COMP FRAUD TOTAL	(6,641)	0	0	0

ORG : 2270760 DA:CWSR - VEHICLE THEFT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	4	0	0	0
Total Revenue	4	0	0	0
ORG 2270760 DA:CWSR - VEHICLE THEFT TOTAL	(4)	0	0	0

ORG : 2270761 DA:CWSR - ENVIRONMENTAL TRUST

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalties	2,417	5,241	6,356	1,115
Rev Use Money/Prop	543	0	0	0
Total Revenue	2,960	5,241	6,356	1,115
Other Fin Uses	3,135	5,241	6,356	1,115
Total Appropriations	3,135	5,241	6,356	1,115
ORG 2270761 DA:CWSR - ENVIRONMENTAL TRUST TOTAL	175	0	0	0

ORG : 2270762 DA:CWSR - REAL EST FRD PROSCTN

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	4,275	0	0	0
Service Charges	118,414	68,225	96,342	28,117
Total Revenue	122,689	68,225	96,342	28,117
Other Fin Uses	72,191	68,225	96,342	28,117
Total Appropriations	72,191	68,225	96,342	28,117
ORG 2270762 DA:CWSR - REAL EST FRD PROSCTN TOTAL	(50,498)	0	0	0

Special Revenue Funds
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ORG : 2270763 DA:CWSR - PROPOSITION 64

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalties	0	11,439	0	(11,439)
Rev Use Money/Prop	262	0	0	0
Total Revenue	262	11,439	0	(11,439)
Other Fin Uses	20,000	11,439	0	(11,439)
Total Appropriations	20,000	11,439	0	(11,439)
ORG 2270763 DA:CWSR - PROPOSITION 64 TOTAL	19,738	0	0	0

ORG : 2270764 DA:CWSR - 15% ASSET FORFEITURE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	42	0	0	0
Total Revenue	42	0	0	0
ORG 2270764 DA:CWSR - 15% ASSET FORFEITURE TOTAL	(42)	0	0	0
FUND 1222 COUNTYWIDE SR - DA TOTAL	(46,682)	0	0	0

FUND : 1278 COUNTYWIDE SR - SLESF

ORG : 2280780 DA: CWSR - SLESF

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2,558	0	0	0
IG Rev - State	60,519	0	0	0
Total Revenue	63,077	0	0	0
Other Fin Uses	22,012	0	0	0
Total Appropriations	22,012	0	0	0
ORG 2280780 DA: CWSR - SLESF TOTAL	(41,066)	0	0	0
FUND 1278 COUNTYWIDE SR - SLESF TOTAL	(41,066)	0	0	0

Special Revenue Funds

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DEPT : 24 SHERIFF

FUND : 1224 COUNTYWIDE SR - SHERIFF

ORG : 2470701 SH: CWSR - CIVIL FEES

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalites	17,438	30,000	0	(30,000)
Rev Use Money/Prop	323	0	0	0
Fund Balance	0	0	35,000	35,000
Total Revenue	17,761	30,000	35,000	5,000
Other Fin Uses	29,800	30,000	35,000	5,000
Total Appropriations	29,800	30,000	35,000	5,000
ORG 2470701 SH: CWSR - CIVIL FEES TOTAL	12,039	0	0	0

ORG : 2470703 SH: CWSR - FED EQUITABLE JUSTC

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalites	25,920	0	0	0
Rev Use Money/Prop	18,804	0	0	0
Fund Balance	0	1,680,451	1,680,451	0
Total Revenue	44,724	1,680,451	1,680,451	0
Other Fin Uses	0	125,000	394,157	269,157
Contingency	0	1,555,451	1,286,294	(269,157)
Total Appropriations	0	1,680,451	1,680,451	0
ORG 2470703 SH: CWSR - FED EQUITABLE JUSTC TOTAL	(44,724)	0	0	0

ORG : 2470706 SH: CWSR - FED EQUITABLE TRSRY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	606	0	0	0
Total Revenue	606	0	0	0
ORG 2470706 SH: CWSR - FED EQUITABLE TRSRY TOTAL	(606)	0	0	0

Special Revenue Funds
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ORG : 2470709 SH: CWSR - CIVIL EQUIPMENT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2,856	0	0	0
Service Charges	28,095	0	20,000	20,000
Fund Balance	0	243,396	35,700	(207,696)
Total Revenue	30,951	243,396	55,700	(187,696)
Other Fin Uses	19,448	184,223	35,700	(148,523)
Contingency	0	59,173	20,000	(39,173)
Total Appropriations	19,448	243,396	55,700	(187,696)
ORG 2470709 SH: CWSR - CIVIL EQUIPMENT TOTAL	(11,502)	0	0	0

ORG : 2470710 SH: CWSR - CALMMET

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	12,295	0	0	0
IG Rev - State	266,776	0	0	0
Fund Balance	0	1,047,670	1,047,670	0
Total Revenue	279,071	1,047,670	1,047,670	0
Other Fin Uses	158,767	118,739	102,300	(16,439)
Contingency	0	928,931	945,370	16,439
Total Appropriations	158,767	1,047,670	1,047,670	0
ORG 2470710 SH: CWSR - CALMMET TOTAL	(120,304)	0	0	0

ORG : 2470711 SH: CWSR - CUSTODY SERVICES

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	4,828	0	0	0
Service Charges	26,544	0	0	0
Total Revenue	31,372	0	0	0
Other Fin Uses	42,779	0	0	0
Total Appropriations	42,779	0	0	0
ORG 2470711 SH: CWSR - CUSTODY SERVICES TOTAL	11,406	0	0	0

Special Revenue Funds

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ORG : 2470712 SH: CWSR - RURAL COUNTY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	22,212	0	0	0
IG Rev - State	500,000	0	0	0
Fund Balance	0	2,135,270	2,135,270	0
Total Revenue	522,212	2,135,270	2,135,270	0
Other Fin Uses	65,000	1,275,000	1,019,235	(255,765)
Contingency	0	860,270	1,116,035	255,765
Total Appropriations	65,000	2,135,270	2,135,270	0
ORG 2470712 SH: CWSR - RURAL COUNTY TOTAL	(457,212)	0	0	0

ORG : 2470715 SH: CWSR - STATE ASSET SEIZURE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalties	171,943	0	0	0
Rev Use Money/Prop	5,214	0	0	0
Fund Balance	0	0	300,512	300,512
Total Revenue	177,158	0	300,512	300,512
Other Fin Uses	0	0	300,512	300,512
Total Appropriations	0	0	300,512	300,512
ORG 2470715 SH: CWSR - STATE ASSET SEIZURE TOTAL	(177,158)	0	0	0

ORG : 2470751 SH: CWSR - SEARCH AND RESCUE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	18	0	0	0
Total Revenue	18	0	0	0
ORG 2470751 SH: CWSR - SEARCH AND RESCUE TOTAL	(18)	0	0	0

ORG : 2470753 SH: CWSR - FINGERPRINT ID

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2,212	0	0	0
IG Rev - State	177,640	150,618	154,000	3,382
Fund Balance	0	0	(47,000)	(47,000)
Total Revenue	179,852	150,618	107,000	(43,618)
Other Fin Uses	71,628	150,618	107,000	(43,618)
Total Appropriations	71,628	150,618	107,000	(43,618)
ORG 2470753 SH: CWSR - FINGERPRINT ID TOTAL	(108,223)	0	0	0

Special Revenue Funds
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ORG : 2470754 SH: CWSR - DNA ID

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalites	41,001	19,312	16,000	(3,312)
Rev Use Money/Prop	3,017	0	0	0
Fund Balance	0	160,688	124,000	(36,688)
Total Revenue	44,018	180,000	140,000	(40,000)
Other Fin Uses	130,859	180,000	140,000	(40,000)
Total Appropriations	130,859	180,000	140,000	(40,000)
ORG 2470754 SH: CWSR - DNA ID TOTAL	86,841	0	0	0
FUND 1224 COUNTYWIDE SR - SHERIFF TOTAL	(809,461)	0	0	0

FUND : 1278 COUNTYWIDE SR - SLESF

ORG : 2480803 SH: CWSR - SLESF SHERRIF

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	8,243	0	0	0
IG Rev - State	223,669	0	0	0
Fund Balance	0	681,323	681,322	(1)
Total Revenue	231,913	681,323	681,322	(1)
Other Fin Uses	125,396	112,000	62,750	(49,250)
Contingency	0	569,323	618,572	49,249
Total Appropriations	125,396	681,323	681,322	(1)
ORG 2480803 SH: CWSR - SLESF SHERRIF TOTAL	(106,517)	0	0	0

ORG : 2480804 SH: CWSR - SLESF JAIL

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	1,984	0	0	0
IG Rev - State	60,519	0	0	0
Fund Balance	0	196,908	0	(196,908)
Total Revenue	62,503	196,908	0	(196,908)
Other Fin Uses	0	60,000	0	(60,000)
Contingency	0	136,908	0	(136,908)
Total Appropriations	0	196,908	0	(196,908)
ORG 2480804 SH: CWSR - SLESF JAIL TOTAL	(62,503)	0	0	0
FUND 1278 COUNTYWIDE SR - SLESF TOTAL	(169,020)	0	0	0

Special Revenue Funds

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DEPT : 25 PROBATION

FUND : 1225 COUNTYWIDE SR - PROBATION

ORG : 2570701 PB: CWSR - ASSISTANCE FOR YTH

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	10	0	0	0
Fund Balance	0	861	800	(61)
Total Revenue	10	861	800	(61)
Other Fin Uses	0	800	800	0
Contingency	0	61	0	(61)
Total Appropriations	0	861	800	(61)
ORG 2570701 PB: CWSR - ASSISTANCE FOR YTH TOTAL	(10)	0	0	0

ORG : 2570702 PB: CWSR - SB678

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	1,138	1,000	1,000	0
IG Rev - State	240,090	240,000	288,940	48,940
Fund Balance	0	0	110,000	110,000
Total Revenue	241,228	241,000	399,940	158,940
Other Fin Uses	241,072	241,000	399,940	158,940
Total Appropriations	241,072	241,000	399,940	158,940
ORG 2570702 PB: CWSR - SB678 TOTAL	(156)	0	0	0

ORG : 2570725 PB: CWSR - PUBLIC TELEPHONE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	101	0	0	0
Fund Balance	0	8,950	4,000	(4,950)
Total Revenue	101	8,950	4,000	(4,950)
Other Fin Uses	0	4,000	4,000	0
Contingency	0	4,950	0	(4,950)
Total Appropriations	0	8,950	4,000	(4,950)
ORG 2570725 PB: CWSR - PUBLIC TELEPHONE TOTAL	(101)	0	0	0

Special Revenue Funds
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ORG : 2570726 PB: CWSR - PB AUTOMATION TRUST

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	1,396	0	0	0
Fund Balance	0	123,701	0	(123,701)
Total Revenue	1,396	123,701	0	(123,701)
Other Fin Uses	0	123,500	0	(123,500)
Contingency	0	201	0	(201)
Total Appropriations	0	123,701	0	(123,701)
ORG 2570726 PB: CWSR - PB AUTOMATION TRUST TOTAL	(1,396)	0	0	0
FUND 1225 COUNTYWIDE SR - PROBATION TOTAL	(1,663)	0	0	0

FUND : 1277 COUNTYWIDE SR - LOCAL REVENUE

ORG : 2570750 PB: CWSR - JUVENILE JUSTICE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - State	498,276	490,000	541,688	51,688
Total Revenue	498,276	490,000	541,688	51,688
Other Fin Uses	467,467	490,000	541,688	51,688
Total Appropriations	467,467	490,000	541,688	51,688
ORG 2570750 PB: CWSR - JUVENILE JUSTICE TOTAL	(30,809)	0	0	0
FUND 1277 COUNTYWIDE SR - LOCAL REVENUE TOTAL	(30,809)	0	0	0

FUND : 1278 COUNTYWIDE SR - SLESF

ORG : 2580800 PB: CWSR - SLESF JUVENILE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	7,463	1,000	1,000	0
IG Rev - State	587,212	501,317	262,500	(238,817)
Fund Balance	0	354,535	647,500	292,965
Total Revenue	594,675	856,852	911,000	54,148
Other Fin Uses	536,680	702,317	911,000	208,683
Contingency	0	154,535	0	(154,535)
Total Appropriations	536,680	856,852	911,000	54,148
ORG 2580800 PB: CWSR - SLESF JUVENILE TOTAL	(57,995)	0	0	0
FUND 1278 COUNTYWIDE SR - SLESF TOTAL	(57,995)	0	0	0

Special Revenue Funds

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DEPT : 31 AGRICULTURAL COMMISSIONER

FUND : 1231 COUNTYWIDE SR - AG

ORG : 3170700 AG: CWSR - VITICULTURE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	508	0	0	0
Total Revenue	508	0	0	0
ORG 3170700 AG: CWSR - VITICULTURE TOTAL	(508)	0	0	0
FUND 1231 COUNTYWIDE SR - AG TOTAL	(508)	0	0	0

DEPT : 32 FISH AND GAME

FUND : 1232 COUNTYWIDE SR - FISH&GAME

ORG : 3270700 FG: CWSR - SAWMILL POND RESTCK

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	42	0	0	0
Miscellaneous Rev	5,000	3,000	0	(3,000)
Total Revenue	5,042	3,000	0	(3,000)
Services & Supplies	2,110	3,000	0	(3,000)
Total Appropriations	2,110	3,000	0	(3,000)
ORG 3270700 FG: CWSR - SAWMILL POND RESTCK TOTAL	(2,932)	0	0	0
FUND 1232 COUNTYWIDE SR - FISH&GAME TOTAL	(2,932)	0	0	0

DEPT : 35 CENTRAL SERVICES (CDA ADMINISTRATION)

FUND : 1235 COUNTYWIDE SR – CENTRAL SERVICES (CDA)

ORG : 3570701 CDS: CNTY ENGINEER TIME/MAT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	576,649	1,100,000	1,217,000	117,000
Total Revenue	576,649	1,100,000	1,217,000	117,000
Other Fin Uses	576,649	1,100,000	1,217,000	117,000
Total Appropriations	576,649	1,100,000	1,217,000	117,000
ORG 3570701 CDS: CNTY ENGINEER TIME/MAT TOTAL	0	0	0	0
FUND 1235 COUNTYWIDE SR – CENTRAL SERVICES (CDA) TOTAL	0	0	0	0

Special Revenue Funds
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DEPT : 36 TRANSPORTATION

FUND : 1236 COUNTYWIDE SR - ROADS

ORG : 3670704 DOT: ROAD CONSTR IMPRV IN LIEU

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2,888	0	0	0
Total Revenue	2,888	0	0	0
ORG 3670704 DOT: ROAD CONSTR IMPRV IN LIEU TOTAL	(2,888)	0	0	0

ORG : 3670715 DOT: TIM ZN 8 EL DORADO HILLS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	116,582	50,000	50,000	0
Service Charges	2,249,678	3,084,075	4,150,948	1,066,873
Other Fin Sources	0	62,938	55,189	(7,749)
Fund Balance	0	0	70,382	70,382
Total Revenue	2,366,260	3,197,013	4,326,519	1,129,506
Other Fin Uses	860,511	813,620	3,826,519	3,012,899
Contingency	0	500,000	500,000	0
Reserves Budgetary	0	1,883,393	0	(1,883,393)
Total Appropriations	860,511	3,197,013	4,326,519	1,129,506
ORG 3670715 DOT: TIM ZN 8 EL DORADO HILLS TOTAL	(1,505,749)	0	0	0

ORG : 3670716 DOT: TIM SILVA VALLEY INTRCHNG

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	60,123	5,000	5,000	0
Service Charges	931,372	1,321,746	1,778,978	457,232
Other Fin Sources	0	130,480	114,415	(16,065)
Fund Balance	0	3,439,185	1,354,991	(2,084,194)
Total Revenue	991,496	4,896,411	3,253,384	(1,643,027)
Other Fin Uses	1,587,731	1,953,684	3,053,384	1,099,700
Contingency	0	2,942,727	200,000	(2,742,727)
Total Appropriations	1,587,731	4,896,411	3,253,384	(1,643,027)
ORG 3670716 DOT: TIM SILVA VALLEY INTRCHNG TOTAL	596,235	0	0	0

Special Revenue Funds

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ORG : 3670717 DOT: TIM ZNS 1 TO 7

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	120,730	55,000	55,000	0
Service Charges	681,522	1,139,766	999,435	(140,331)
Fund Balance	0	3,359,348	1,866,745	(1,492,603)
Total Revenue	802,251	4,554,114	2,921,180	(1,632,934)
Other Fin Uses	778,675	3,985,844	2,721,180	(1,264,664)
Contingency	0	568,270	200,000	(368,270)
Total Appropriations	778,675	4,554,114	2,921,180	(1,632,934)
ORG 3670717 DOT: TIM ZNS 1 TO 7 TOTAL	(23,577)	0	0	0

ORG : 3670718 DOT: TIM HIGHWAY 50

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	171,717	100,000	100,000	0
Service Charges	3,154,965	4,731,201	3,896,635	(834,566)
Total Revenue	3,326,681	4,831,201	3,996,635	(834,566)
Other Fin Uses	118,442	103,000	960,000	857,000
Contingency	0	1,000,000	3,036,635	2,036,635
Reserves Budgetary	0	3,728,201	0	(3,728,201)
Total Appropriations	118,442	4,831,201	3,996,635	(834,566)
ORG 3670718 DOT: TIM HIGHWAY 50 TOTAL	(3,208,239)	0	0	0

ORG : 3670753 DOT: BOND: ENCROACHMENT PRPYMT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	7,617	10,000	15,000	5,000
Total Revenue	7,617	10,000	15,000	5,000
Other Fin Uses	7,617	10,000	15,000	5,000
Total Appropriations	7,617	10,000	15,000	5,000
ORG 3670753 DOT: BOND: ENCROACHMENT PRPYMT TOTAL	0	0	0	0

Special Revenue Funds
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ORG : 3670760 DOT: TRIBE AGMT-PUBLIC IMPRV

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	192,189	140,000	150,000	10,000
Other Gov Agency	2,652,000	2,705,040	2,759,141	54,101
Fund Balance	0	11,218,295	10,251,661	(966,634)
Total Revenue	2,844,189	14,063,335	13,160,802	(902,533)
Other Fin Uses	3,637,075	11,608,811	13,160,802	1,551,991
Contingency	0	2,454,524	0	(2,454,524)
Total Appropriations	3,637,075	14,063,335	13,160,802	(902,533)
ORG 3670760 DOT: TRIBE AGMT-PUBLIC IMPRV TOTAL	792,887	0	0	0

ORG : 3670799 CDS: DEVELOPER DEPOSITS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
ORG 3670799 CDS: DEVELOPER DEPOSITS TOTAL	0	0	0	0
FUND 1236 COUNTYWIDE SR - ROADS TOTAL	(3,351,331)	0	0	0

DEPT : 37 PLANNING AND BUILDING

FUND : 1237 COUNTYWIDE SR - DEV SRVS

ORG : 3770701 BP: ABATE DANGEROUS BUILDINGS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	1,402	0	0	0
Total Revenue	1,402	0	0	0
ORG 3770701 BP: ABATE DANGEROUS BUILDINGS TOTAL	(1,402)	0	0	0

ORG : 3770706 BP: ABATEMENT DANGEROUS BLDGS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	293	0	0	0
Service Charges	0	33,000	15,000	(18,000)
Total Revenue	293	33,000	15,000	(18,000)
Other Fin Uses	0	33,000	15,000	(18,000)
Total Appropriations	0	33,000	15,000	(18,000)
ORG 3770706 BP: ABATEMENT DANGEROUS BLDGS TOTAL	(293)	0	0	0

Special Revenue Funds

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ORG : 3770732 BP: PLANNING PROJECTS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	158,003	360,000	(150,000)	(510,000)
Fund Balance	0	0	150,000	150,000
Total Revenue	158,003	360,000	0	(360,000)
Other Fin Uses	153,503	360,000	0	(360,000)
Total Appropriations	153,503	360,000	0	(360,000)
ORG 3770732 BP: PLANNING PROJECTS TOTAL	(4,501)	0	0	0

ORG : 3770735 BP: COMMERCIAL GRADING

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	80,175	100,000	100,000	0
Total Revenue	80,175	100,000	100,000	0
Other Fin Uses	80,000	100,000	100,000	0
Total Appropriations	80,000	100,000	100,000	0
ORG 3770735 BP: COMMERCIAL GRADING TOTAL	(175)	0	0	0

ORG : 3770740 BP: TRPA BUILDING ALLOCATIONS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	9,000	0	0	0
Total Revenue	9,000	0	0	0
ORG 3770740 BP: TRPA BUILDING ALLOCATIONS TOTAL	(9,000)	0	0	0

ORG : 3770754 BP: ECOLOGICAL PRESERVE FEE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	19,146	7,000	10,000	3,000
Service Charges	130,637	152,000	150,000	(2,000)
Fund Balance	0	1,665,415	0	(1,665,415)
Total Revenue	149,783	1,824,415	160,000	(1,664,415)
Other Charges	14,883	0	0	0
Fixed Assets	0	1,824,415	160,000	(1,664,415)
Total Appropriations	14,883	1,824,415	160,000	(1,664,415)
ORG 3770754 BP: ECOLOGICAL PRESERVE FEE TOTAL	(134,900)	0	0	0

Special Revenue Funds
RECOMMENDED BUDGET • FY 2019 - 20

ORG : 3770755 BP: OAK WOODLANDS CONSERVATION

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	490	0	0	0
Service Charges	32,492	0	0	0
Fund Balance	0	63,335	0	(63,335)
Total Revenue	32,982	63,335	0	(63,335)
Fixed Assets	0	63,250	0	(63,250)
Contingency	0	85	0	(85)
Total Appropriations	0	63,335	0	(63,335)
ORG 3770755 BP: OAK WOODLANDS CONSERVATION TOTAL	(32,982)	0	0	0
FUND 1237 COUNTYWIDE SR - DEV SRVS TOTAL	(183,252)	0	0	0

DEPT : 38 ENVIRONMENTAL MANAGEMENT

FUND : 1238 COUNTYWIDE SR - ENV MGMNT

ORG : 3870702 EM: COUNTY HAZ WASTE MGMT PLAN

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	10	8	12	4
Miscellaneous Rev	500	0	0	0
Fund Balance	0	2,023	2,023	0
Total Revenue	510	2,031	2,035	4
Other Fin Uses	0	1,520	2,035	515
Contingency	0	511	0	(511)
Total Appropriations	0	2,031	2,035	4
ORG 3870702 EM: COUNTY HAZ WASTE MGMT PLAN TOTAL	(510)	0	0	0

ORG : 3870703 EM: MEYERS LANDFILL

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	(10)	0	0	0
Other Fin Sources	66	15,000	15,000	0
Total Revenue	56	15,000	15,000	0
Services & Supplies	56	15,000	15,000	0
Total Appropriations	56	15,000	15,000	0
ORG 3870703 EM: MEYERS LANDFILL TOTAL	0	0	0	0

Special Revenue Funds

RECOMMENDED BUDGET • FY 2019 - 20

ORG : 3870704 EM: PHILLIPS 66 SETTLEMENT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	1,031	262	1,475	1,213
Fund Balance	0	88,886	90,722	1,836
Total Revenue	1,031	89,148	92,197	3,049
Other Charges	0	0	21,800	21,800
Contingency	0	89,148	70,397	(18,751)
Total Appropriations	0	89,148	92,197	3,049
ORG 3870704 EM: PHILLIPS 66 SETTLEMENT TOTAL	(1,031)	0	0	0

ORG : 3870705 EM: OIL PAYMENT PROGRAM GRANT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	563	0	948	948
IG Rev - State	54,877	106,952	58,000	(48,952)
Fund Balance	0	0	48,004	48,004
Total Revenue	55,440	106,952	106,952	0
Other Fin Uses	55,440	106,952	106,952	0
Total Appropriations	55,440	106,952	106,952	0
ORG 3870705 EM: OIL PAYMENT PROGRAM GRANT TOTAL	0	0	0	0

ORG : 3870706 EM: UPA ENFORCEMENT PENALTIES

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Fines & Penalties	2,828	0	0	0
Rev Use Money/Prop	27	0	120	120
Miscellaneous Rev	492	0	4,500	4,500
Total Revenue	3,347	0	4,620	4,620
Services & Supplies	0	0	4,620	4,620
Total Appropriations	0	0	4,620	4,620
ORG 3870706 EM: UPA ENFORCEMENT PENALTIES TOTAL	(3,347)	0	0	0
FUND 1238 COUNTYWIDE SR - ENV MGMNT TOTAL	(4,887)	0	0	0

Special Revenue Funds
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DEPT : 42 VETERAN AFFAIRS

FUND : 1242 COUNTYWIDE SR - VETERANS

ORG : 4270700 VET: CWSR - VETERAN AFFAIRS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	55	0	0	0
Total Revenue	55	0	0	0
ORG 4270700 VET: CWSR - VETERAN AFFAIRS TOTAL	(55)	0	0	0

ORG : 4270701 VET: CWSR - LICENSE PLATES

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	415	0	50	50
Miscellaneous Rev	3,454	6,000	6,000	0
Fund Balance	0	13,447	3,644	(9,803)
Total Revenue	3,869	19,447	9,694	(9,753)
Other Fin Uses	23,442	18,000	9,694	(8,306)
Contingency	0	1,447	0	(1,447)
Total Appropriations	23,442	19,447	9,694	(9,753)
ORG 4270701 VET: CWSR - LICENSE PLATES TOTAL	19,573	0	0	0
FUND 1242 COUNTYWIDE SR - VETERANS TOTAL	19,518	0	0	0

DEPT : 43 LIBRARY

FUND : 1243 COUNTYWIDE SR - LIBRARY

ORG : 4370705 LB: CWSR - BOOKMOBILE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	1	0	0	0
Total Revenue	1	0	0	0
Other Fin Uses	1	0	0	0
Total Appropriations	1	0	0	0
ORG 4370705 LB: CWSR - BOOKMOBILE TOTAL	0	0	0	0

Special Revenue Funds

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ORG : 4370706 LB: CWSR - SLT HAROOTUNIAN TR

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2,204	0	0	0
Fund Balance	0	184,338	184,338	0
Total Revenue	2,204	184,338	184,338	0
Other Fin Uses	10,000	10,000	10,000	0
Contingency	0	174,338	174,338	0
Total Appropriations	10,000	184,338	184,338	0
ORG 4370706 LB: CWSR - SLT HAROOTUNIAN TR TOTAL	7,796	0	0	0

ORG : 4370707 LB: CWSR - PLACERVILLE LIBRARY

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	1,533	0	0	0
Miscellaneous Rev	180,000	0	0	0
Fund Balance	0	0	199,815	199,815
Total Revenue	181,533	0	199,815	199,815
Other Fin Uses	0	0	10,000	10,000
Contingency	0	0	189,815	189,815
Total Appropriations	0	0	199,815	199,815
ORG 4370707 LB: CWSR - PLACERVILLE LIBRARY TOTAL	(181,533)	0	0	0

ORG : 4370708 LB: CWSR SLT MYERS TRUST

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	549	0	0	0
Miscellaneous Rev	156,882	0	0	0
Fund Balance	0	147,432	147,432	0
Total Revenue	157,432	147,432	147,432	0
Other Fin Uses	10,000	88,250	100,000	11,750
Contingency	0	59,182	47,432	(11,750)
Total Appropriations	10,000	147,432	147,432	0
ORG 4370708 LB: CWSR SLT MYERS TRUST TOTAL	(147,432)	0	0	0

Special Revenue Funds
RECOMMENDED BUDGET • FY 2019 - 20

ORG : 4370760 LB: CWSR - MUSEUM DONATIONS

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	584	0	0	0
Miscellaneous Rev	3,894	0	0	0
Fund Balance	0	53,889	53,889	0
Total Revenue	4,478	53,889	53,889	0
Other Fin Uses	0	6,700	5,700	(1,000)
Contingency	0	47,189	48,189	1,000
Total Appropriations	0	53,889	53,889	0
ORG 4370760 LB: CWSR - MUSEUM DONATIONS TOTAL	(4,478)	0	0	0
FUND 1243 COUNTYWIDE SR - LIBRARY TOTAL	(325,647)	0	0	0

DEPT : 51 SOCIAL SERVICES

FUND : 1251 COUNTYWIDE SR - SOCIAL SRVS

ORG : 5170713 SS: CWSR CHILDRENS TRUST FUND

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	695	200	200	0
IG Rev - State	3,480	18,745	18,745	0
Service Charges	16,106	14,000	14,000	0
Fund Balance	0	21,147	61,939	40,792
Total Revenue	20,281	54,092	94,884	40,792
Services & Supplies	61,072	45,619	86,411	40,792
Other Fin Uses	0	8,473	8,473	0
Total Appropriations	61,072	54,092	94,884	40,792
ORG 5170713 SS: CWSR CHILDRENS TRUST FUND TOTAL	40,791	0	0	0
FUND 1251 COUNTYWIDE SR - SOCIAL SRVS TOTAL	40,791	0	0	0

Special Revenue Funds

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FUND : 1276 COUNTYWIDE SR - REALIGNMNT

ORG : 5180810 SS: CWSR 1991 REALIGNMENT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	49,208	10,000	10,000	0
IG Rev - State	8,547,752	9,292,050	9,653,180	361,130
Fund Balance	0	641,979	728,335	86,356
Total Revenue	8,596,960	9,944,029	10,391,515	447,486
Other Fin Uses	8,664,026	9,944,029	10,391,515	447,486
Total Appropriations	8,664,026	9,944,029	10,391,515	447,486
ORG 5180810 SS: CWSR 1991 REALIGNMENT TOTAL	67,067	0	0	0

ORG : 5180820 SS: CWSR CAL WORKS MOE

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	5,441	1,300	1,300	0
IG Rev - State	806,098	2,380,674	2,380,674	0
Total Revenue	811,539	2,381,974	2,381,974	0
Other Fin Uses	756,751	2,381,974	2,381,974	0
Total Appropriations	756,751	2,381,974	2,381,974	0
ORG 5180820 SS: CWSR CAL WORKS MOE TOTAL	(54,789)	0	0	0

ORG : 5180830 SS: CWSR FAM SUPP CHILD POV

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	11,020	600	600	0
IG Rev - State	1,876,443	2,128,063	2,918,063	790,000
Total Revenue	1,887,464	2,128,663	2,918,663	790,000
Other Fin Uses	1,821,804	2,128,663	2,918,663	790,000
Total Appropriations	1,821,804	2,128,663	2,918,663	790,000
ORG 5180830 SS: CWSR FAM SUPP CHILD POV TOTAL	(65,660)	0	0	0
FUND 1276 COUNTYWIDE SR - REALIGNMNT TOTAL	(53,382)	0	0	0

Special Revenue Funds

RECOMMENDED BUDGET • FY 2019 - 20

FUND : 1277 COUNTYWIDE SR - LOCAL REVENUE

ORG : 5180840 SS: CWSR PROTECT SERV SUBACCT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - State	8,669,987	8,532,880	8,968,847	435,967
Fund Balance	0	1,618,407	1,025,919	(592,488)
Total Revenue	8,669,987	10,151,287	9,994,766	(156,521)
Other Fin Uses	9,262,475	9,743,775	9,994,766	250,991
Contingency	0	407,512	0	(407,512)
Total Appropriations	9,262,475	10,151,287	9,994,766	(156,521)
ORG 5180840 SS: CWSR PROTECT SERV SUBACCT TOTAL	592,488	0	0	0
FUND 1277 COUNTYWIDE SR - LOCAL REVENUE TOTAL	592,488	0	0	0

DEPT : 52 COMMUNITY SERVICES

FUND : 1252 COUNTYWIDE SR - CMTY SRVS

ORG : 5270700 CS: RONALD NEWMAN TRUST

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	1,637	800	800	0
Fund Balance	0	145,061	143,424	(1,637)
Total Revenue	1,637	145,861	144,224	(1,637)
Contingency	0	145,861	144,224	(1,637)
Total Appropriations	0	145,861	144,224	(1,637)
ORG 5270700 CS: RONALD NEWMAN TRUST TOTAL	(1,637)	0	0	0
FUND 1252 COUNTYWIDE SR - CMTY SRVS TOTAL	(1,637)	0	0	0

Special Revenue Funds

RECOMMENDED BUDGET • FY 2019 - 20

DEPT : 53 BEHAVIORAL HEALTH

FUND : 1276 COUNTYWIDE SR - REALIGNMNT

ORG : 5380800 BH: 1991 MH REALIGNMENT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	22,294	2,000	20,000	18,000
IG Rev - State	3,457,003	3,604,980	3,456,128	(148,852)
Other Fin Sources	16,510	16,510	16,510	0
Total Revenue	3,495,807	3,623,490	3,492,638	(130,852)
Other Fin Uses	3,518,699	3,623,490	3,492,638	(130,852)
Intrafund Abatement	(22,892)	0	0	0
Total Appropriations	3,495,807	3,623,490	3,492,638	(130,852)
ORG 5380800 BH: 1991 MH REALIGNMENT TOTAL	0	0	0	0
FUND 1276 COUNTYWIDE SR - REALIGNMNT TOTAL	0	0	0	0

FUND : 1277 COUNTYWIDE SR - LOCAL REVENUE

ORG : 5380810 BH: 2011 BH LRF

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
IG Rev - State	3,564,875	2,987,760	3,510,479	522,719
Fund Balance	0	614,324	408,480	(205,844)
Total Revenue	3,564,875	3,602,084	3,918,959	316,875
Other Fin Uses	3,156,398	3,193,607	3,918,959	725,352
Contingency	0	408,477	0	(408,477)
Total Appropriations	3,156,398	3,602,084	3,918,959	316,875
ORG 5380810 BH: 2011 BH LRF TOTAL	(408,477)	0	0	0
FUND 1277 COUNTYWIDE SR - LOCAL REVENUE TOTAL	(408,477)	0	0	0

Special Revenue Funds
RECOMMENDED BUDGET • FY 2019 - 20

DEPT : 54 PUBLIC HEALTH

FUND : 1276 COUNTYWIDE SR - REALIGNMNT

ORG : 5480800 PH: HEALTH REALIGNMENT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	32,272	7,000	32,000	25,000
IG Rev - State	4,578,283	4,993,169	4,686,472	(306,697)
Other Fin Sources	704,192	704,192	704,192	0
Total Revenue	5,314,747	5,704,361	5,422,664	(281,697)
Other Fin Uses	4,605,118	5,704,361	5,422,664	(281,697)
Intrafund Transfers	22,892	0	0	0
Total Appropriations	4,628,010	5,704,361	5,422,664	(281,697)
ORG 5480800 PH: HEALTH REALIGNMENT TOTAL	(686,736)	0	0	0
FUND 1276 COUNTYWIDE SR - REALIGNMNT TOTAL	(686,736)	0	0	0

DEPT : 55 ANIMAL SERVICES

FUND : 1255 COUNTYWIDE SR - ANML SRVS

ORG : 5570700 AS: CWSR ANIMALS 4 RETIRED FRD

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	124	0	0	0
Miscellaneous Rev	1,915	2,500	2,500	0
Fund Balance	0	11,861	9,822	(2,039)
Total Revenue	2,040	14,361	12,322	(2,039)
Services & Supplies	0	12,322	12,322	0
Contingency	0	2,039	0	(2,039)
Total Appropriations	0	14,361	12,322	(2,039)
ORG 5570700 AS: CWSR ANIMALS 4 RETIRED FRD TOTAL	(2,040)	0	0	0

Special Revenue Funds

RECOMMENDED BUDGET • FY 2019 - 20

ORG : 5570701 AS: CWSR NEUTER DEPOSIT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	5,405	10,000	10,000	0
Miscellaneous Rev	227	0	0	0
Fund Balance	0	12,720	10,059	(2,661)
Total Revenue	5,632	22,720	20,059	(2,661)
Services & Supplies	2,970	20,059	20,059	0
Contingency	0	2,661	0	(2,661)
Total Appropriations	2,970	22,720	20,059	(2,661)
ORG 5570701 AS: CWSR NEUTER DEPOSIT TOTAL	(2,662)	0	0	0

ORG : 5570702 AS: CWSR PET AID PROGRAM

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2,745	1,000	1,000	0
Miscellaneous Rev	52,179	35,000	35,000	0
Fund Balance	0	254,099	217,035	(37,064)
Total Revenue	54,924	290,099	253,035	(37,064)
Services & Supplies	9,830	253,035	253,035	0
Other Fin Uses	8,029	0	0	0
Contingency	0	37,064	0	(37,064)
Total Appropriations	17,859	290,099	253,035	(37,064)
ORG 5570702 AS: CWSR PET AID PROGRAM TOTAL	(37,065)	0	0	0
FUND 1255 COUNTYWIDE SR - ANML SRVS TOTAL	(41,767)	0	0	0

FUND 13 BOS' DISTRICTS SPECIAL REVENUE

DEPT : 06 CENTRAL SERVICES

FUND : 1353 County Service Area #3

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	2	0	0	0
Total Revenue	2	0	0	0
FUND 1353 County Service Area #3 TOTAL	(2)	0	0	0

Special Revenue Funds
RECOMMENDED BUDGET • FY 2019 - 20

DEPT : 06 CENTRAL SERVICES

FUND : 1359 County Service Area #9

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	1,067	0	0	0
Total Revenue	1,067	0	0	0
FUND 1359 County Service Area #9 TOTAL	(1,067)	0	0	0

DEPT : 12 EMS PREPAREDNESS

FUND : 1353 County Service Area #3

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	0	0	106,900	106,900
Fines & Penalties	0	0	15,750	15,750
Rev Use Money/Prop	0	0	10,000	10,000
Service Charges	0	0	2,685,056	2,685,056
Fund Balance	0	0	2,570,902	2,570,902
Total Revenue	0	0	5,388,608	5,388,608
Services & Supplies	0	0	108,300	108,300
Other Charges	0	0	3,380,000	3,380,000
Other Fin Uses	0	0	133,778	133,778
Intrafund Transfers	0	0	377,723	377,723
Intrafund Abatement	0	0	(176,900)	(176,900)
Contingency	0	0	1,565,707	1,565,707
Total Appropriations	0	0	5,388,608	5,388,608
FUND 1353 County Service Area #3 TOTAL	0	0	0	0

Special Revenue Funds

RECOMMENDED BUDGET • FY 2019 - 20

DEPT : 12 EMS PREPAREDNESS

FUND : 1357 County Service Area #7

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	0	0	4,744,300	4,744,300
Fines & Penalties	0	0	13,000	13,000
Rev Use Money/Prop	0	0	100,000	100,000
IG Rev - State	0	0	29,000	29,000
Service Charges	0	0	7,274,900	7,274,900
Miscellaneous Rev	0	0	300,000	300,000
Fund Balance	0	0	6,325,441	6,325,441
Total Revenue	0	0	18,786,641	18,786,641
Services & Supplies	0	0	158,000	158,000
Other Charges	0	0	13,156,229	13,156,229
Other Fin Uses	0	0	471,543	471,543
Intrafund Transfers	0	0	693,693	693,693
Contingency	0	0	4,307,176	4,307,176
Total Appropriations	0	0	18,786,641	18,786,641
FUND 1357 County Service Area #7 TOTAL	0	0	0	0

DEPT : 35 CENTRAL SERVICES (CDA ADMINISTRATION)

FUND : 1352 County Service Area #2

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	25,231	24,741	25,766	1,025
Fines & Penalties	48	0	0	0
Rev Use Money/Prop	3,411	0	0	0
IG Rev - State	230	0	0	0
Service Charges	66,982	67,581	68,200	619
Fund Balance	0	289,985	123,789	(166,197)
Total Revenue	95,901	382,307	217,755	(164,553)
Services & Supplies	28,577	356,699	168,957	(187,742)
Other Charges	10,207	0	16,102	16,102
Intrafund Transfers	17,419	14,500	6,800	(7,700)
Contingency	0	11,108	25,895	14,787
Total Appropriations	56,203	382,307	217,755	(164,553)
FUND 1352 County Service Area #2 TOTAL	(39,698)	0	0	0

Special Revenue Funds
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DEPT : 35 CENTRAL SERVICES (CDA ADMINISTRATION)

FUND : 1353 County Service Area #3

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	12,763	12,763	12,763	0
Fines & Penalties	843	0	0	0
Rev Use Money/Prop	10,424	0	0	0
Service Charges	225,162	225,067	224,887	(180)
Fund Balance	0	309,839	290,252	(19,587)
Total Revenue	249,192	547,669	527,903	(19,766)
Services & Supplies	38,501	240,901	263,391	22,490
Other Charges	3,237	15,250	19,200	3,950
Fixed Assets	18,756	10,000	200,000	190,000
Intrafund Transfers	1,865	4,089	389	(3,700)
Contingency	0	277,429	44,923	(232,506)
Total Appropriations	62,359	547,669	527,903	(19,766)
FUND 1353 County Service Area #3 TOTAL	(186,833)	0	0	0

DEPT : 35 CENTRAL SERVICES (CDA ADMINISTRATION)

FUND : 1355 County Service Area #5

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	51,345	50,336	53,624	3,288
Fines & Penalties	14	0	0	0
Rev Use Money/Prop	6,733	0	0	0
IG Rev - State	471	0	0	0
Fund Balance	0	185,264	60,607	(124,657)
Total Revenue	58,563	235,600	114,231	(121,369)
Services & Supplies	280	62,316	65,000	2,684
Other Charges	7,008	58,000	42,100	(15,900)
Intrafund Transfers	713	1,100	0	(1,100)
Contingency	0	39,184	7,131	(32,053)
Reserves Budgetary	0	75,000	0	(75,000)
Total Appropriations	8,001	235,600	114,231	(121,369)
FUND 1355 County Service Area #5 TOTAL	(50,563)	0	0	0

Special Revenue Funds

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DEPT : 35 CENTRAL SERVICES (CDA ADMINISTRATION)

FUND : 1359 County Service Area #9

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	999,069	1,000,623	969,347	(31,276)
Fines & Penalties	4,358	0	0	0
Rev Use Money/Prop	132,646	0	0	0
IG Rev - State	378	0	0	0
Service Charges	337,543	341,788	358,393	16,605
Miscellaneous Rev	56,264	6,000	4,600	(1,400)
Fund Balance	0	3,522,901	3,285,262	(237,639)
Total Revenue	1,530,257	4,871,312	4,617,602	(253,710)
Salaries & Benefits	79,882	80,703	0	(80,703)
Services & Supplies	922,704	2,259,801	2,397,009	137,208
Other Charges	216,991	410,728	480,279	69,551
Intrafund Transfers	105,285	134,489	56,969	(77,520)
Intrafund Abatement	(125,283)	(154,178)	(64,158)	90,020
Contingency	0	1,740,239	1,339,180	(401,059)
Reserves Budgetary	0	399,530	408,074	8,544
Total Appropriations	1,199,580	4,871,312	4,617,354	(253,958)
FUND 1359 County Service Area #9 TOTAL	(330,677)	0	(248)	(248)

DEPT : 37 PLANNING AND BUILDING

FUND : 1374 EL DORADO DEVELOPMENT PRJ

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Rev Use Money/Prop	1,936	0	0	0
Total Revenue	1,936	0	0	0
FUND 1374 EL DORADO DEVELOPMENT PRJ TOTAL	(1,936)	0	0	0

Special Revenue Funds
RECOMMENDED BUDGET • FY 2019 - 20

DEPT : 43 LIBRARY

FUND : 1360 County Service Area #10

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	1,057,145	1,038,000	1,064,000	26,000
Fines & Penalties	9,664	7,050	7,400	350
Rev Use Money/Prop	18,733	7,900	13,800	5,900
Service Charges	241,498	244,915	243,725	(1,190)
Fund Balance	0	889,308	604,951	(284,357)
Total Revenue	1,327,041	2,187,173	1,933,876	(253,297)
Other Fin Uses	1,389,577	1,579,222	1,490,876	(88,346)
Contingency	0	607,951	443,000	(164,951)
Total Appropriations	1,389,577	2,187,173	1,933,876	(253,297)
FUND 1360 County Service Area #10 TOTAL	62,536	0	0	0

DEPT : 54 PUBLIC HEALTH

FUND : 1353 County Service Area #3

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	107,592	106,900	0	(106,900)
Fines & Penalties	4,782	15,750	0	(15,750)
Rev Use Money/Prop	23,167	10,000	0	(10,000)
Service Charges	2,977,280	2,685,056	0	(2,685,056)
Fund Balance	0	2,851,303	0	(2,851,303)
Total Revenue	3,112,820	5,669,009	0	(5,669,009)
Services & Supplies	34,238	194,400	0	(194,400)
Other Charges	2,905,422	3,307,252	0	(3,307,252)
Intrafund Transfers	178,526	401,940	0	(401,940)
Intrafund Abatement	(12,358)	(195,820)	0	195,820
Contingency	0	1,961,237	0	(1,961,237)
Total Appropriations	3,105,828	5,669,009	0	(5,669,009)
FUND 1353 County Service Area #3 TOTAL	(6,992)	0	0	0

Special Revenue Funds

RECOMMENDED BUDGET • FY 2019 - 20

DEPT : 54 PUBLIC HEALTH

FUND : 1357 County Service Area #7

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	4,924,570	4,744,300	0	(4,744,300)
Fines & Penalties	9,954	13,000	0	(13,000)
Rev Use Money/Prop	127,190	30,000	0	(30,000)
IG Rev - State	29,490	29,000	0	(29,000)
Service Charges	6,956,270	7,274,900	0	(7,274,900)
Miscellaneous Rev	283,000	300,000	0	(300,000)
Fund Balance	0	7,017,671	0	(7,017,671)
Total Revenue	12,330,473	19,408,871	0	(19,408,871)
Salaries & Benefits	175,640	196,040	190,252	(5,788)
Services & Supplies	486,314	896,324	611,444	(284,880)
Other Charges	11,971,676	13,211,661	92,675	(13,118,986)
Intrafund Transfers	55,323	712,595	145	(712,450)
Intrafund Abatement	(221,491)	(918,534)	(894,516)	24,018
Contingency	0	5,310,785	0	(5,310,785)
Total Appropriations	12,467,462	19,408,871	0	(19,408,871)
FUND 1357 County Service Area #7 TOTAL	136,989	0	0	0

Authorized Personnel Allocation
RECOMMENDED BUDGET • FY 2019 - 20

Department	Full-Time Equivalent (FTE)			
	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/14/19)</i>				
Agriculture				
Agriculture Commissionner and Sealer of Weights and Measures	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Agriculture Biologist/Standards Inspector I/II/III	5.00	5.00	5.00	-
Agriculture Biologist Technician - Limited Term	-	1.00	1.00	1.00
Deputy Agriculture Commissionner, Sealer of Weights and Measures	1.00	1.00	1.00	-
Sr. Office Assistant	1.00	1.00	1.00	-
Wildlife Specialist	1.00	1.00	1.00	-
Total	10.00	11.00	11.00	1.00
Air Quality Management District *				
Air Pollution Control Officer	1.00	1.00	1.00	-
Air Quality Administrative Analyst	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	-
Air Quality Technician I/II	1.00	1.00	1.00	-
Sr. Air Quality Engineer	1.00	1.00	1.00	-
Sr. Air Quality Specialist	1.00	1.00	1.00	-
<i>*AQMD Budget is adopted separately</i> Total	9.00	9.00	9.00	-
Assessor				
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	1.00	1.00	1.00	-
Auditor/Appraiser - Sr. Auditor/Appraiser	2.00	2.00	2.00	-
Cadastral Drafter	1.00	1.00	1.00	-
Deputy Assessor - Systems & Support	1.00	1.00	1.00	-
GIS Analyst I/II	1.00	1.00	1.00	-
Information Technology Department Coordinator	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	-
Auditor-Controller				
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 Analyst I/II	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	2.00	2.00	2.00	-
Fiscal Technician	5.00	7.00	5.00	-
Payroll Technician	2.00	2.00	2.00	-
Principal Financial Analyst	2.00	2.00	2.00	-
Sr. Department Analyst	2.00	2.00	2.00	-
Total	29.00	31.00	29.00	-
Board of Supervisors				
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	-

Authorized Personnel Allocation

RECOMMENDED BUDGET • FY 2019 - 20

Department	Full-Time Equivalent (FTE)			
	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/14/19)</i>				
Chief Administrative Office				
<i>Administration & Budget</i>				
Chief Administrative Officer	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Assistant Chief Administrative Officer	1.00	1.00	1.00	-
Communications & Outreach Manager	1.00	1.00	1.00	-
Deputy Chief Administrative Officer	2.00	0.80	0.80	(1.20)
Executive Assistant to the Chief Administrative Officer	1.00	1.00	1.00	-
Management Analyst I/II	1.00	1.00	1.00	-
Principal Management Analyst	2.00	2.00	2.00	-
<i>Division Total</i>	<i>10.00</i>	<i>8.80</i>	<i>8.80</i>	<i>(1.20)</i>
<i>Central Services*</i>				
Deputy Chief Administrative Officer	1.00	1.00	1.00	-
Accountant/Auditor	1.00	1.00	1.00	-
Accountant I/II	4.00	4.00	4.00	-
Administrative Analyst I/II	2.00	6.00	6.00	4.00
Administrative Analyst Supervisor	2.00	2.00	2.00	-
Administrative Services Officer	2.00	2.00	2.00	-
Administrative Technician	5.00	6.00	6.00	1.00
Building Maintenance Worker I/II/Sr	9.00	10.00	10.00	1.00
Building Maintenance Worker I/II/Sr-Limited Term	1.00	-	-	(1.00)
Building Operations Manager	1.00	1.00	1.00	-
Building Operations Supervisor	2.00	2.00	2.00	-
Building Operations Technician	2.00	2.00	2.00	-
Buyer I/II	1.00	1.00	1.00	-
Capital Programs Manager	1.00	1.00	1.00	-
Chief Fiscal Officer	1.00	1.00	1.00	-
Chief Fiscal Officer - UM	1.00	1.00	1.00	-
Custodian	9.85	9.85	9.85	-
Custodial Supervisor	1.00	1.00	1.00	-
Department Analyst I/II**	5.00	3.00	3.00	(2.00)
Facilities Manager	1.00	1.00	1.00	-
Facilities Project Manager I/II	4.00	3.00	3.00	(1.00)
Fiscal Assistant I/II	1.00	1.00	1.00	-
Fiscal Technician	4.00	4.00	4.00	-
Grounds Maintenance Worker I/II	4.00	4.00	4.00	-
Procurement & Contracts Manager	1.00	1.00	1.00	-
Service Operations Coordinator	1.00	1.00	1.00	-
Sr. Accountant	-	1.00	1.00	1.00
Sr. Administrative Analyst	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	5.00	4.00	4.00	(1.00)
Sr. Fiscal Assistant	3.00	3.00	3.00	-
Sr. Office Assistant	3.50	3.50	3.50	-
Storekeeper I/II	1.00	1.00	1.00	-
Storekeeper/Courier	2.00	2.00	2.00	-
Supervising Accountant/Auditor	2.00	1.00	1.00	(1.00)
Supervising Grounds Maintenance Worker	1.00	1.00	1.00	-
<i>Division Total</i>	<i>88.35</i>	<i>89.35</i>	<i>89.35</i>	<i>1.00</i>

*Reflects the addition of a second finance unit (previously CDA Administration & Finance) to the Central Services Division

Authorized Personnel Allocation
RECOMMENDED BUDGET • FY 2019 - 20

Department	Full-Time Equivalent (FTE)			
	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/14/19)</i>				
Chief Administrative Office (cont)				
<i>Airports, Cannabis, Cemeteries & Parks</i>				
Deputy Chief Administrative Officer	-	1.00	1.00	1.00
Administrative Services Officer	1.00	1.00	1.00	-
Administrative Technician	2.00	2.00	2.00	-
Airport Operations Supervisor	1.00	1.00	1.00	-
Airport Technician I/II	1.00	1.00	1.00	-
Department Analyst I/II	2.00	2.00	2.00	-
Highway Maintenance Worker I/II	1.00	1.00	1.00	-
Parks Manager	1.00	1.00	1.00	-
River Recreation Supervisor	1.00	1.00	1.00	-
<i>Division Total</i>	<i>10.00</i>	<i>11.00</i>	<i>11.00</i>	<i>1.00</i>
<i>EMS/Preparedness</i>				
Deputy Chief Administrative Officer	-	0.20	0.20	0.20
Manager of Emergency Medical Services and Preparedness and Response Programs	-	1.00	1.00	1.00
Administrative Technician	-	1.00	1.00	1.00
Community Health Advocate	-	1.00	1.00	1.00
EMS Agency Medical Director	-	0.40	0.40	0.40
Program Manager	-	1.00	1.00	1.00
Quality Improvement Coordinator	-	0.75	0.75	0.75
Supervising Health Education Coordinator	-	1.00	1.00	1.00
<i>Division Total</i>	<i>-</i>	<i>6.35</i>	<i>6.35</i>	<i>6.35</i>
Total	108.35	115.50	115.50	7.15
Child Support Services				
Director of Child Support Services	1.00	1.00	1.00	-
Accounting Technician	2.00	2.00	2.00	-
Assistant Director of Child Support Services	1.00	1.00	1.00	-
Child Support Attorney I-IV	2.00	2.00	2.00	-
Child Support Investigator I/II	2.00	2.00	2.00	-
Child Support Program Manager	1.00	-	-	(1.00)
Child Support Specialist I/II	17.00	17.00	17.00	-
Child Support Specialist III	2.00	2.00	2.00	-
Child Support Supervisor	3.00	3.00	3.00	-
Information Systems Coordinator I/II	1.00	1.00	1.00	-
Legal Clerk I/II	3.00	2.00	2.00	(1.00)
Legal Clerk III	1.00	1.00	1.00	-
Office Assistant I/II	1.00	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	-
Total	41.00	39.00	39.00	(2.00)
County Counsel				
County Counsel	1.00	1.00	1.00	-
Administrative Analyst I/II	1.00	1.00	1.00	-
Assistant County Counsel	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	-
Sr. Deputy County Counsel	4.00	4.00	4.00	-
Sr. Legal Secretary	3.00	3.00	3.00	-
Total	17.00	17.00	17.00	-

Authorized Personnel Allocation

RECOMMENDED BUDGET • FY 2019 - 20

Department	Full-Time Equivalent (FTE)			
	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/14/19)</i>				
District Attorney				
District Attorney	1.00	1.00	1.00	-
Administrative Analyst I/II	1.00	1.00	1.00	-
Administrative Technician	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 (District Attorney)	1.00	1.00	1.00	-
Crime Analyst	1.00	1.00	1.00	-
Deputy District Attorney I-IV	18.00	18.00	18.00	-
Deputy District Attorney I-IV - Limited Term	3.00	3.00	3.00	-
Executive Assistant - Law & Justice	1.00	1.00	1.00	-
Investigative Assistant	1.00	1.00	1.00	-
Investigator (District Attorney)	13.00	13.00	13.00	-
Office Assistant I/II	0.80	0.80	0.80	-
Paralegal I/II	4.00	4.00	4.00	-
Special Investigator (District Attorney)	2.00	2.00	2.00	-
Sr. Office Assistant	3.00	3.00	3.00	-
Sr. Office Assistant - Limited Term	1.00	1.00	1.00	-
Supervising Investigator (District Attorney)	2.00	2.00	2.00	-
Victim Witness Program Coordinator	1.00	1.00	1.00	-
Victim Witness Program Specialist	5.00	5.00	5.00	-
Victim Witness Program Specialist - Limited Term	1.00	1.00	1.00	-
Total	63.80	63.80	63.80	-
Environmental Management				
Director of Environmental Management	1.00	1.00	1.00	-
Administrative Analyst I/II	1.00	1.00	1.00	-
Development Aide I/II	1.00	1.00	1.00	-
Development Technician I/II	3.00	3.00	3.00	-
Disposal Site Supervisor	1.00	1.00	1.00	-
Environmental Management Manager	2.00	2.00	2.00	-
Environmental Health Specialist I/II	6.00	6.00	6.00	-
Environmental Health Specialist III	1.00	1.00	1.00	-
Geologist	1.00	1.00	1.00	-
Hazardous Material/Recycling Specialist	2.00	2.00	2.00	-
Hazardous Material/Recycling Technician	1.00	1.00	1.00	-
Solid Waste Technician	2.00	2.00	2.00	-
Supervising Environmental Health Specialist	3.00	3.00	3.00	-
Supervising Waste Specialist	1.00	1.00	1.00	-
Vector Control Technician I/II (Limited Term)	2.00	2.00	2.00	-
Waste Management Technician I/II/III	2.00	2.00	2.00	-
Total	30.00	30.00	30.00	-
Health & Human Services Agency				
Director, Health & Human Services Agency	1.00	1.00	1.00	-
Accountant I/II	9.00	9.00	9.00	-
Administrative Assistant I/II	1.00	1.00	1.00	-
Administrative Secretary	1.00	1.00	1.00	-
Administrative Services Officer	2.00	2.00	2.00	-
Administrative Technician	8.50	8.00	8.00	(0.50)
Alcohol and Drug Program Division Mgr	1.00	1.00	1.00	-
Animal Control Officer I/II	7.00	8.00	8.00	1.00
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	-

Authorized Personnel Allocation
RECOMMENDED BUDGET • FY 2019 - 20

Department	Full-Time Equivalent (FTE)			Diff from Adjusted Allocation
	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recmd	
	<i>(as of 5/14/19)</i>			
Care Management Counselor I/II	1.00	1.00	1.00	-
Care Management Supervisor	0.80	1.00	1.00	0.20
Chief Animal Control Officer	1.00	1.00	1.00	-
Chief Fiscal Officer	1.00	1.00	1.00	-
Community Health Advocate	7.00	6.00	6.00	(1.00)
Cook I/II	2.81	2.81	2.81	-
Department Analyst I/II	18.00	18.00	18.00	(0.00)
Department Systems Analyst	1.00	1.00	1.00	-
Deputy Director	5.00	5.00	5.00	-
Deputy Public Guardian I/II	6.00	6.00	5.00	(1.00)
Disease Investigation & Control Specialist I/II	1.00	1.00	1.00	-
Eligibility Specialist Trainee/I/II	62.60	62.60	62.60	-
Eligibility Specialist III	19.00	19.00	19.00	-
Eligibility Supervisor	13.00	13.00	13.00	-
Employment & Training Worker I/II	13.80	12.00	12.00	(1.80)
Employment & Training Worker III	4.50	4.50	4.50	-
Employment & Training Worker Supv	4.00	4.00	4.00	-
EMS Agency Medical Director	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 - Limited Term	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	4.00	4.00	4.00	-
Fiscal Services Supervisor	1.00	1.00	1.00	-
Fiscal Technician	16.00	16.00	16.00	-
Food Services Aide	1.75	1.75	1.75	-
Food Services Supervisor	1.00	1.00	1.00	-
Health Education Coordinator	12.00	12.00	12.00	-
Health Program Manager	1.00	1.00	1.00	-
Health Program Specialist	9.00	9.00	9.00	-
Health Program Specialist - Limited Term	0.80	0.80	0.80	-
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 III	1.00	1.00	1.00	-
Information Technology Department Specialist	1.00	1.00	1.00	-
Legal Clerk III	1.00	1.00	1.00	-
Manager, EMS, Preparedness and Response	1.00	-	-	(1.00)
Manager of Mental Health Programs	2.00	2.00	2.00	-
Mealsite Coordinator	6.31	6.31	6.31	-
Medical Office Assistant I/II	10.80	10.80	10.80	-
Medical Records Technician	0.90	0.90	0.90	-
Mental Health Aide	6.25	6.25	6.25	-
Mental Health Clinical Nurse	1.00	1.00	1.00	-
Mental Health Clinician IA/IB/II	30.50	30.50	30.50	-
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	6.00	6.00	6.00	-
Mental Health Worker I/II	11.00	14.00	14.00	3.00
Mental Health Worker I/II -Limited Term	3.50	-	-	(3.50)
Nutrition Services Supervisor	1.00	1.00	1.00	-
Nutritionist	1.20	1.20	1.20	-

Authorized Personnel Allocation

RECOMMENDED BUDGET • FY 2019 - 20

Department	Full-Time Equivalent (FTE)			
	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recmd	Diff from Adjusted Allocation
	<i>(as of 5/14/19)</i>			
Occupational/Physical Therapist	3.15	3.15	3.15	-
Office Assistant I/II	17.50	17.50	17.50	-
Office Assistant III	13.00	13.00	13.00	-
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	21.80	22.00	22.00	0.20
Program Assistant - Limited Term	0.50	-	-	(0.50)
Program Coordinator	4.00	4.00	4.00	-
Program Coordinator - Limited Term	1.00	1.00	1.00	-
Program Manager	12.00	11.70	11.70	(0.30)
Psychiatric Technician I/II	3.00	3.00	3.00	-
Psychiatrist I/II	1.00	1.00	1.00	-
Public Health Nurse I/II	15.10	15.10	15.10	-
Public Health Nurse Practitioner	1.80	1.80	1.80	-
Public Health Nurse Supervisor	4.00	4.00	4.00	-
Public Health Officer	1.00	1.00	1.00	-
Public Services Assistant	1.00	1.00	1.00	-
Quality Improvement Coordinator	0.50	-	-	(0.50)
Screeener	5.00	5.00	5.00	-
Secretary	1.00	1.00	1.00	-
Senior Citizens Attorney I/II/III	1.50	1.50	1.50	-
Seniors' Daycare Program Supervisor	2.00	2.00	2.00	-
Services Support Assistant III	3.00	3.00	3.00	-
Social Services Aide	17.00	17.00	17.00	-
Social Services Program Manager	6.00	6.00	6.00	-
Social Services Supervisor I	4.00	4.00	4.00	-
Social Services Supervisor II	9.00	9.00	9.00	-
Social Worker Clinician	1.00	1.00	1.00	-
Social Worker I/II	9.00	10.00	10.00	1.00
Social Worker III	25.40	25.40	25.40	-
Social Worker IV	25.80	25.80	25.80	-
Sr. Accountant	1.00	1.00	1.00	-
Sr. Animal Control Officer	1.00	1.00	1.00	-
Sr. Department Analyst	4.00	4.00	4.00	-
Sr. Fiscal Assistant	1.00	1.00	1.00	-
Sr. Licensed Vocational Nurse	1.00	1.00	1.00	-
Sr. Office Assistant	6.00	5.00	5.00	(1.00)
Sr. Veterans Service Representative	1.00	-	-	(1.00)
Staff Services Analyst I/II	7.00	6.00	6.00	(1.00)
Supervising Accountant/Auditor	6.00	6.00	6.00	-
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	4.00	4.00	(1.00)
Supervising Occupational/Physical Therapist	0.80	0.80	0.80	-
System Support Analyst	3.00	3.00	3.00	-
System Support Analyst - Limited Term	1.00	1.00	1.00	-
Veterans Service Officer	1.00	1.00	1.00	-
Veterans Services Representative I/II	2.00	3.00	3.00	1.00
Vocational Counselor	1.00	1.00	1.00	-
Welfare Collections Officer	1.00	1.00	1.00	-
Total	614.22	607.12	606.12	(8.10)

Authorized Personnel Allocation
RECOMMENDED BUDGET • FY 2019 - 20

Department	Full-Time Equivalent (FTE)			
	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/14/19)</i>				
Human Resources/Risk Management				
<i>Human Resources</i>				
Director of Human Resources	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Assistant Director of Human Resources	1.00	1.00	1.00	-
Human Resources Analyst I/II	3.00	3.00	3.00	-
Human Resources Technician	5.00	5.00	5.00	-
Principal Human Resources Analyst	2.00	2.00	2.00	-
Sr. Human Resources Analyst	2.00	2.00	2.00	-
Sr. Office Assistant	0.50	0.50	0.50	-
Sr. Office Assistant (Limited Term)	0.50	-	-	(0.50)
<i>DivisionTotal</i>	<i>16.00</i>	<i>15.50</i>	<i>15.50</i>	<i>(0.50)</i>
<i>Risk Management</i>				
Risk Manager	1.00	1.00	1.00	-
Risk Analyst I/II	2.00	2.00	2.00	-
Risk Technician	1.00	1.00	1.00	-
Sr. Office Assistant	0.50	0.50	0.50	-
Sr. Office Assistant (Limited Term)	0.50	-	-	(0.50)
Sr. Risk Analyst	1.00	1.00	1.00	-
<i>DivisionTotal</i>	<i>6.00</i>	<i>5.50</i>	<i>5.50</i>	<i>(0.50)</i>
Total	22.00	21.00	21.00	(1.00)
Information Technologies				
Director of Information Technology	1.00	1.00	1.00	-
Applications Analyst I/II	9.00	9.00	9.00	-
Application Analyst III	1.00	1.00	1.00	-
Assistant Director of Information Technology	1.00	1.00	1.00	-
Business Systems Analyst I/II	-	3.00	3.00	3.00
Chief Information Security Officer	1.00	1.00	1.00	-
Deputy Director of Information Technologies	2.00	2.00	2.00	-
Information Technology Analyst I/II-Network Design & Administration	1.00	1.00	1.00	-
Information Technology Analyst III-Network Design & Administration	1.00	1.00	1.00	-
Information Technology Analyst I/II-Server Design & Administration	4.00	5.00	5.00	1.00
Information Technology Analyst III-Server Design & Administration	1.00	1.00	1.00	-
Information Technology Customer Support Specialist I/II	6.00	6.00	6.00	-
Information Technology Customer Support Specialist III	3.00	3.00	3.00	-
Information Technology Specialist I/II-Server Administration	1.00	1.00	1.00	-
Information Technology Project Manager	1.00	1.00	1.00	-
Information Technology Tech Trainee I/II/Sr.	1.00	-	-	(1.00)
Program Manager (Limited Term)	1.00	-	-	(1.00)
Sr Information Technology Analyst-Operating Systems	1.00	1.00	1.00	-
Sr. Information Technology 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	3.00	3.00	3.00	-
Telecommunications Technician I/II	1.00	1.00	1.00	-
Total	42.00	43.00	43.00	1.00

Authorized Personnel Allocation

RECOMMENDED BUDGET • FY 2019 - 20

Department	Full-Time Equivalent (FTE)			
	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/14/19)</i>				
Library				
Director of Library Services	1.00	1.00	1.00	-
Administrative Analyst I/II	0.80	0.80	0.80	-
Early Childhood Literacy Specialist	4.50	4.50	4.50	-
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	13.55	13.55	13.55	-
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	0.70	0.70	0.70	-
Sr. Library Assistant	5.00	5.00	5.00	-
Supervising Librarian	4.00	4.00	4.00	-
Total	35.85	35.85	35.85	-
Planning & Building				
Director of Planning & Building	1.00	1.00	1.00	-
Administrative Assistant I/II	1.00	1.00	1.00	-
Administrative Technician	2.00	2.00	2.00	-
Assistant/Associate Planner	8.00	8.00	8.00	-
Assistant in Civil Engineering	2.00	2.00	2.00	-
Building Inspector I/II/III	17.00	17.00	17.00	-
Clerk of Planning Commission	1.00	1.00	1.00	-
Code Enforcement Officer I/II	4.00	4.00	4.00	-
Department Analyst I/II	3.00	3.00	3.00	-
Deputy Building Official	1.00	1.00	1.00	-
Deputy Director of Building Services/Chief Building Official	1.00	1.00	1.00	-
Deputy Director of Planning	1.00	1.00	1.00	-
Development Aide I/II	2.00	2.00	2.00	-
Development Technician I/II	12.00	12.00	12.00	-
Economic and Business Relations Manager	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	-
Office Assistant I/II	4.00	4.00	4.00	-
Office Services Supervisor	1.00	1.00	1.00	-
Operations Supervisor	1.00	1.00	1.00	-
Principal Planner	4.00	4.00	4.00	-
Sr. Administrative Analyst	1.00	1.00	1.00	-
Sr. Civil Engineer	1.00	1.00	1.00	-
Sr. Development Aide	1.00	1.00	1.00	-
Sr. Development Technician	2.00	2.00	2.00	-
Sr. Office Assistant	1.00	1.00	1.00	-
Sr. Planner	3.00	3.00	3.00	-
Supervising Civil Engineer	1.00	1.00	1.00	-
Supervising Code Enforcement Officer	1.00	1.00	1.00	-
Supervising Development Technician	1.00	1.00	1.00	-
Total	80.00	80.00	80.00	-

Authorized Personnel Allocation

RECOMMENDED BUDGET • FY 2019 - 20

Department	Full-Time Equivalent (FTE)			
	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/14/19)</i>				
Probation				
Chief Probation Officer	1.00	1.00	1.00	-
Accountant I/II	1.00	1.00	1.00	-
Administrative Analyst I/II	-	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	-
Administrative Services Officer	1.00	1.00	1.00	-
Administrative Technician	1.00	1.00	1.00	-
Assistant Superintendant - Institutions	1.00	1.00	1.00	-
Chief Fiscal Officer	1.00	1.00	1.00	-
Correctional Cook	1.00	1.00	1.00	-
Correctional Food Services Supervisor	2.00	2.00	2.00	-
Department Analyst I/II	2.00	2.00	2.00	-
Deputy Chief Probation Officer	4.00	4.00	4.00	-
Deputy Probation Officer I/II	29.00	31.00	31.00	2.00
Deputy Probation Officer I/II - Limited Term	1.00	-	-	(1.00)
Deputy Probation Officer I/II - Institutions	13.00	13.00	13.00	-
Executive Assistant (Law & Justice)	1.00	1.00	1.00	-
Fiscal Assistant I/II	1.00	1.00	1.00	-
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	4.00	5.00	5.00	1.00
Mental Health Program Coordinator II	1.00	1.00	1.00	-
Probation Assistant	3.00	5.00	5.00	2.00
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	2.50	1.50	1.50	(1.00)
Supervising Deputy Probation Officer	8.00	8.00	8.00	-
Supervising Deputy Probation Officer - Institutions	5.00	5.00	5.00	-
Total	110.00	114.00	114.00	4.00
Public Defender				
Public Defender	1.00	1.00	1.00	-
Assistant Public Defender	1.00	1.00	1.00	-
Deputy Public Defender I-IV	11.00	12.00	12.00	1.00
Executive Assistant (Law & Justice)	1.00	1.00	1.00	-
Investigative Assistant	1.00	1.00	1.00	-
Investigator I/II (Public Defender)	2.00	2.00	2.00	-
Legal Secretary I/II	3.00	3.00	3.00	-
Sr. Investigator (Public Defender)	1.00	-	-	(1.00)
Sr. Office Assistant	1.00	1.00	1.00	-
Supervising Investigator (Public Defender)	1.00	1.00	1.00	-
Supervising Public Defender	1.00	1.00	1.00	-
Total	24.00	24.00	24.00	-
Recorder-Clerk				
Recorder-Clerk	1.00	1.00	1.00	-
Assistant County Recorder-Clerk	1.00	1.00	1.00	-
Fiscal Assistant I/II	1.00	1.00	1.00	-
Recorder Document Examiner/Indexer I/II	8.00	8.00	8.00	-
Recorder-Clerk Services Supervisor	1.00	1.00	1.00	-
Sr. Recorder Document Examiner/Indexer	2.00	2.00	2.00	-
Total	14.00	14.00	14.00	-

Authorized Personnel Allocation

RECOMMENDED BUDGET • FY 2019 - 20

Department	Full-Time Equivalent (FTE)			
	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/14/19)</i>				
Registrar of Voters (Elections)				
Registrar of Voters	1.00	1.00	1.00	-
Administrative Assistant I/II	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	-
Precinct Planning Specialist	1.00	1.00	1.00	-
Total	7.50	7.50	7.50	-
Sheriff				
Sheriff/Public Administrator/Coroner	1.00	1.00	1.00	-
Administrative Analyst	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	-
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	1.00	1.00	1.00	-
Department Systems Analyst	5.00	5.00	5.00	-
Deputy Sheriff I/II	135.00	140.00	138.00	3.00
Deputy Sheriff I/II (Limited Term)	3.00	3.00	3.00	-
Detention Aide	4.00	4.00	4.00	-
Executive Assistant - Law & Justice	1.00	1.00	1.00	-
Fiscal Assistant I/II	1.00	1.00	1.00	-
Human Resource Technician	1.00	1.00	1.00	-
Public Safety Dispatcher I/II	17.00	17.00	17.00	-
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	3.00	3.00	3.00	-
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	26.00	26.00	1.00
Sheriff's Property/Evidence Technician	3.00	3.00	3.00	-
Sheriff's Property/Evidence Technician Supervisor	1.00	1.00	1.00	-
Sheriff's Support Services Manager	1.00	1.00	1.00	-
Sheriff's Technician I/II	35.00	34.00	34.00	(1.00)
Sheriff's Training Coordinator	1.00	1.00	1.00	-
Sr. Administrative Analyst	1.00	1.00	1.00	-
Sr. Public Safety Dispatcher	3.00	3.00	3.00	-
Sr. Sheriff's Technician	4.00	5.00	5.00	1.00
Supervising Public Safety Dispatcher	4.00	4.00	4.00	-
Undersheriff	1.00	1.00	1.00	-
Total	386.00	392.00	390.00	4.00

Authorized Personnel Allocation
RECOMMENDED BUDGET • FY 2019 - 20

Department	Full-Time Equivalent (FTE)			
	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/14/19)</i>				
Surveyor				
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 I/II	1.00	1.00	1.00	-
GIS Analyst I/II	5.00	5.00	5.00	-
GIS Analyst I/II (Limited Term)	-	1.00	-	-
Geographic Information Systems Manager	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	13.00	12.00	-
Transportation				
Director of Transportation	1.00	1.00	1.00	-
Administrative Secretary	1.00	1.00	1.00	-
Administrative Technician	2.00	4.00	2.00	-
Assistant in Civil Engineering	8.00	8.00	8.00	-
Assistant in Land Surveying	1.00	1.00	1.00	-
Associate Civil Engineer	7.00	7.00	7.00	-
Associate Land Surveyor	2.00	2.00	2.00	-
Associate Right of Way Agent	1.00	1.00	1.00	-
Bridge Maintenance Supervisor	1.00	1.00	1.00	-
Bridge Maintenance Worker I/II/III	2.00	2.00	2.00	-
Department Analyst I/II*	4.00	5.00	5.00	1.00
Deputy Director Engineering	3.00	3.00	3.00	-
Deputy Director of Maintenance and Operations	1.00	1.00	1.00	-
Equipment Maintenance Supervisor	2.00	2.00	2.00	-
Equipment Mechanic I/II	8.00	8.00	8.00	-
Equipment Mechanic III	3.00	3.00	3.00	-
Equipment Superintendent	1.00	1.00	1.00	-
Fleet Services Technician I/II	2.00	2.00	2.00	-
Highway Maintenance Supervisor	7.00	7.00	7.00	-
Highway Maintenance Worker I/II/III	35.00	35.00	35.00	-
Highway Maintenance Worker IV	3.00	3.00	3.00	-
Highway Superintendent	2.00	2.00	2.00	-
Parts Technician	1.00	1.00	1.00	-
Principal Engineering Technician	5.00	5.00	5.00	-
Principal Planner	1.00	1.00	1.00	-
Right of Way Supervisor	1.00	1.00	1.00	-
Sr. Bridge Maintenance Worker	1.00	1.00	1.00	-
Sr. CADD Technician	3.00	3.00	3.00	-
Sr. Civil Engineer	12.00	12.00	12.00	-
Sr. Development Technician	1.00	1.00	1.00	-
Sr. Engineering Technician	9.00	9.00	9.00	-
Sr. Equipment Mechanic	2.00	2.00	2.00	-
Sr. Fleet Services Technician	1.00	1.00	1.00	-
Sr. Highway Maintenance Worker	5.00	5.00	5.00	-
Sr. Planner	1.00	1.00	1.00	-
Sr. Traffic Control Maintenance Worker	1.00	1.00	1.00	-
Services Operations Coordinator	3.00	3.00	3.00	-
Traffic Control Maintenance Supervisor	1.00	1.00	1.00	-
Traffic Control Maintenance Worker I/II/III	5.00	5.00	5.00	-
Traffic Engineer	1.00	1.00	1.00	-
Traffic Operations Technician	1.00	1.00	1.00	-
Traffic Superintendent	1.00	1.00	1.00	-
Transportation Planner	1.00	1.00	1.00	-
Total	154.00	157.00	155.00	1.00

**Adjusted Column reflects transfer of ZOB program to Transportation

Authorized Personnel Allocation

RECOMMENDED BUDGET • FY 2019 - 20

Department	Full-Time Equivalent (FTE)			
	2018-19 Adjusted Allocation	2019-20 Dept Request	2019-20 CAO Recmd	Diff from Adjusted Allocation
<i>(as of 5/14/19)</i>				
Treasurer-Tax Collector				
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-T/TC	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 Technician	6.00	6.00	6.00	-
Revenue Recovery Officer I/II	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. Revenue Recovery Officer	1.00	1.00	1.00	-
Treasury Quantitative Specialist	1.00	1.00	1.00	-
Total	19.00	19.00	19.00	-
GRAND TOTAL	1,879.52	1,894.57	1,886.57	7.05

Glossary of Terms

Terms

ADOPTED BUDGET

Approved legal spending plan for a fiscal year, which pursuant to Government Code Secion 29088 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)

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)

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 GROUP

A categorizing of departments and services by general purpose, including Health and Human Services, Law and Justice; Land Use and Development Services; and General Government

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)

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)

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)

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)

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: Sheriffs 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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