

COUNTY OF FRESNO
2006-07 PROPOSED BUDGET

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VII. GLOSSARY OF BUDGET TERMS



Bart Bohn
County Administrative Officer
Administrative Office

June 20, 2006

Board of Supervisors
County of Fresno
Hall of Records
Fresno, CA 93721

Dear Board of Supervisors Members:

The 2006-07 Proposed Budget for the County of Fresno is presented to you as a balanced fiscal document based on the application of audit findings, sound accounting practices, prudent projections of Departmental and Special Revenues, and the full allocation of available ongoing revenues. The use of one-time revenues for operational budgets has been avoided. Very slight growth in Departmental Revenues is probably due to both the improvement in the projection of revenues and program reductions. A smaller amount of accrued funding for mental health has led to a one-time budgeted overmatch to these programs.

This document represents the largest budget in the history of Fresno County at over \$1.65 billion. This is an increase of \$83 million over the previous Adopted Budget. Much of the increase comes from continued rapid growth of tax revenue from various sources and new transportation revenue.

In analyzing the County Budget over the past five years, there is one overriding trend that stands out. While the total budget has increased about 14% over this period, the ability of those revenue sources to support the existing workforce has continued to decline. The Fund Balance in the Proposed Budget exists primarily because of the annual application of hiring controls. The resulting 9% vacancy rate represents about 700 authorized positions that are not filled permanently. Strategic planning during the upcoming year will have to address the reality of a workforce that cannot grow proportionally to the growth of the County population. In fact, departments will need to devise ways to provide adequate service levels with fewer employees unless Statewide fiscal reform addresses the funding of local government.

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BOARD OF SUPERVISORS

June 20, 2006

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This Proposed Budget has been developed in a very dynamic economic environment. Positive developments across the County include the lowest unemployment rate in the past twenty years, the number of jobs growing faster than the population, less dependence on the cyclical employment in the agricultural industry, retention of the number one position in agricultural production in the nation, an above average surface water year, much new construction, and a real property assessed valuation growing at over 10% annually. The challenges to the County include the difficulty in attracting higher paid jobs, the decline in the affordability of the median home price to 17%, the volatility of the construction industry, and lagging educational achievement.

Within County Government, there are also good news stories and challenges that affect stability and economic well-being. Extremely positive factors include the long-term contract with Community Medical Center for indigent care, the amendment to that contract to accommodate the Intergovernmental Transfer process, enhanced State and local funding for County roads, an expanding Library system, and no post employment benefit liability associated with retiree healthcare. The challenges continue to be the County's required contribution to retirement (exceeding \$100 million annually), an increase in the unfunded liability to the Retirement System, an inadequate General Reserve that represents about 25% of what could be considered appropriate, and the increasing fiscal needs of the Departments in the Justice system that consume a larger share of discretionary revenue each year.

For the first year this decade, the fiscal picture at the State Government level is improving dramatically. As revenues increase due to enhanced economic activity, the State has been able to avoid mechanisms that appropriate additional funds from local government revenue streams. In fact, the State is now beginning to pay back some of the money borrowed from Counties over the last few years. This is certainly a positive development.

Respectfully submitted,

A handwritten signature in black ink that reads "Bart Bohn". The signature is written in a cursive, flowing style.

BART BOHN
County Administrative Officer

SUMMARY OF FUNDS

<u>REQUIREMENTS</u>	2005-06 Adopted	2006-07 Recommended	Increase/ Decrease
<u>General Fund</u>			
Administration and Fiscal	\$ 45,100,791	\$ 60,306,370	\$ 15,205,579
Contingencies/Resv./Designations	1,307,572	2,000,000	692,428
Justice Services	279,717,557	286,569,179	6,851,622
Land Use and Development	61,344,068	64,450,614	3,106,546
Human Services	756,790,978	758,093,037	1,302,059
Internal Services	27,559,988	30,548,848	2,988,860
Designation	0	43,139	43,139
TOTAL GENERAL FUND	\$ 1,171,820,954	\$ 1,202,011,187	\$ 30,190,233
<u>Other Funds</u>			
Road	\$ 45,620,506	\$ 80,430,954	\$ 34,810,448
Community Redevelopment	45,244	58,932	13,688
Designation	0	165,557	165,557
Emergency Medical Services	2,053,790	2,108,052	54,262
CHIP	283,430	862,991	579,561
Library Funds	31,033,550	33,245,271	2,211,721
Internal Service Funds	145,827,370	152,456,160	6,628,790
Health & Welfare Trust	132,125,455	146,845,095	14,719,640
Debt Service	3,590,000	7,826,751	4,236,751
Enterprise Funds	34,648,781	25,358,850	(9,289,931)
Other Miscellaneous	789,764	695,399	(94,365)
TOTAL OTHER FUNDS	\$ 396,834,817	\$ 450,054,012	\$ 53,219,195
TOTAL REQUIREMENTS	\$ 1,568,655,771	\$ 1,652,065,199	\$ 83,409,428
<u>AVAILABLE FINANCING</u>			
<u>Revenues</u>			
Taxes	\$ 173,598,166	\$ 201,707,187	\$ 28,109,021
Licenses, Permits, and Franchises	9,844,440	10,501,510	657,070
Fines, Forfeitures, and Penalties	11,656,797	9,618,694	(2,038,103)
Use of Money and Property	6,252,521	9,060,698	2,808,177
State Aid	392,396,995	400,003,747	7,606,752
Federal Aid	293,390,293	294,514,031	1,123,738
Other Gov't Aid	4,583,468	5,199,831	616,363
Charges for Services	119,597,195	150,554,588	30,957,393
Miscellaneous Revenues	18,293,878	14,440,750	(3,853,128)
Other Financing Sources	133,990,502	148,244,594	14,254,092
Intrafund Revenues	46,623,717	43,729,709	(2,894,008)
Juvenile Jail Pod Designation	559,000	0	(559,000)
Designation Draw	8,503,328	1,000,000	(7,503,328)
Blues Hills Designation	150,000	17,000	(133,000)
Annual Leave Designation	6,000,000	3,900,000	(2,100,000)
Realignment Trust Funds	131,625,455	146,845,095	15,219,640
Enterprise Revenues	15,241,201	13,445,688	(1,795,513)
Internal Service Fund Revenues	141,146,444	147,380,991	6,234,547
TOTAL REVENUES	\$ 1,513,453,400	\$ 1,600,164,113	\$ 86,710,713
<u>Fund Balance</u>			
General Fund	\$ 13,665,127	\$ 16,600,000	\$ 2,934,873
Other Funds	41,537,244	35,301,086	(6,236,158)
TOTAL FUND BALANCE	\$ 55,202,371	\$ 51,901,086	\$ (3,301,285)
TOTAL FINANCING	\$ 1,568,655,771	\$ 1,652,065,199	\$ 83,409,428

FINANCING OF NET COUNTY COST (NCC) BY SYSTEM IN MILLIONS

	2005-06 ADOPTED NCC	2006-07 RECOMMENDED NCC	INCREASE/ (DECREASE)	
<u>SOURCES</u>				
<u>COUNTYWIDE REVENUES</u>				
COUNTYWIDE REVENUE	\$ 227.3	\$ 262.4	\$ 35.1	15%
REALIGNMENT VLF	45.5	49.3	3.8	8%
TOTAL COUNTYWIDE REVENUES	\$ 272.8	\$ 311.7	\$ 38.8	14%
<u>FUND BALANCE/RESERVES/DESIGNATIONS</u>				
FUND BALANCE	\$ 13.6	\$ 16.6	\$ 3.0	22%
USE OF DESIG. DRAW	8.5	1.0	(7.5)	(88%)
ANNUAL LEAVE DESIG. DRAW	6.0	3.9	(2.1)	(35%)
TOTAL FUND BALANCE / RESERVE / DESIGNATIONS	\$ 28.1	\$ 21.5	\$ (6.6)	(23%)
TOTAL GENERAL FUND SOURCES TO FINANCE NET COUNTY COST	\$ 300.9	\$ 333.2	\$ 32.3	11%
<u>DISTRIBUTION</u>				
ADMINISTRATION & FISCAL	\$ 26.3	\$ 32.0	\$ 5.7	22%
CONTINGENCIES/RESV./DESIGNATIONS	1.3	2.0	0.7	56%
JUSTICE SERVICES	170.1	182.8	12.7	7%
LAND USE & DEVELOPMENT	10.2	12.6	2.4	24%
HUMAN SERVICES DEPARTMENTS	80.7	88.6	7.9	10%
INTERNAL SERVICES	12.3	15.2	2.8	23%
TOTAL DISTRIBUTION OF NET COUNTY COST	\$300.9	\$333.2	\$ 32.3	11%

RECOMMENDED PERMANENT STAFFING

	CURRENT 2005-06	RECOMMENDED 2006-07	INCREASE/ (DECREASE)	
<u>GENERAL FUND</u>				
Administration & Fiscal Services	425	421	(4)	(1%)
Justice Services	2,474	2,450	(24)	(1%)
Land Use & Development Services	312	311	(1)	(0%)
Human Services	3,456	3,422	(34)	(1%)
Internal Services	262	262	0	0%
TOTAL GENERAL FUND	6,929	6,866	(63)	(1%)
<u>OTHER FUNDS</u>				
Road/Disposal Funds	250	249	(1)	(0%)
Library Funds	309	323	14	5%
Internal Services Funds	229	229	0	0%
TOTAL OTHER FUNDS	788	801	13	2%
<u>TOTAL ALL FUNDS</u>	7,717	7,667	(50)	(1%)

I. HUMAN SERVICES

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DEPARTMENT OF COMMUNITY HEALTH

BUDGET 5620

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 41,931,513	\$ 45,267,422	\$ 51,840,560	\$ 6,573,138	15%
Services & Supplies	17,151,871	20,090,111	20,965,034	874,923	4%
Other Charges	1,146,927	1,324,865	1,266,944	(57,921)	-4%
Fixed Assets	85,637	12,000	0	(12,000)	-100%
Total Appropriations	\$ 60,315,948	\$ 66,694,398	\$ 74,072,538	\$ 7,378,140	11%
<u>Revenues</u>					
Lic., Permits & Franchises	\$ 34,606	\$ 120,500	\$ 110,500	\$ (10,000)	-8%
State Aid	7,162,034	7,970,814	7,781,617	(189,197)	-2%
Federal Aid	8,226,088	12,198,799	13,797,780	1,598,981	13%
Charges for Services	10,772,480	12,417,108	13,789,902	1,372,794	11%
Misc. Revenues	577,054	931,276	755,423	(175,853)	-19%
Realignment:					
Health	29,221,892	29,168,213	31,096,599	1,928,386	7%
Social Services	600,000	750,000	889,249	139,249	19%
Mental Health	0	0	1,589,952	1,589,952	100%
Intrafund Revenues	2,450,481	1,627,779	1,641,563	13,784	1%
Total Revenues	\$ 59,044,635	\$ 65,184,489	\$ 71,452,585	\$ 6,268,096	10%
<u>Net County Cost</u>	\$ 1,271,313	\$ 1,509,909	\$ 2,619,953	\$ 1,110,044	74%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	700	714	698	(16)	

DEPARTMENT OF COMMUNITY HEALTH – 5620

FUNCTION

The Department of Community Health is responsible for providing essential environmental and public health preventive services. The department is organized into nine divisions: Communicable Disease, Nursing Outreach, Maternal, Child and Adolescent Health (MCAH), Jail Medical Services, Emergency Medical Services (EMS), Environmental Health, Education and Prevention Services, California Children's Services (CCS), and the Public Health Laboratory. This budget also funds the County Health Officer, the County's Office of Emergency Services Administration and the County's share of a joint City/County program with the Central Valley Society for the Prevention of Cruelty to Animals (SPCA) to provide animal pound, quarantine services, and leash law enforcement.

OVERVIEW

The 2006-07 Recommended Budget reflects a 74% increase in net County cost from the 2005-06 Adopted Budget. This increase is due primarily to the revised Net County Cost allocation approved by the Board of Supervisor's on May 2, 2006, which was authorized to restore public health and environmental health services that would have been deleted due to benefit cost increases. The increase in Net County Cost also reflects the annual inflationary adjustment for the County's contract with the SPCA for animal control services as well as the unreimbursed cost of medical services provided to Federal and State inmates housed at the Jail. All other costs incurred in this budget are revenue and Realignment offset. Staffing is recommended at 698 positions, a net decrease of 16 positions from the current year level.

By statute, a local Maintenance-of-Effort (MOE) requirement exists to ensure that sufficient State/Local Health Realignment funds and California Healthcare for Indigents Program (CHIP) funds are spent exclusively on health programs. In order to meet this MOE, the Department must incur costs for services that equal the total of the Sales Tax Realignment, the County mandated match, and Vehicle License Fees that make up Health Realignment revenues. If MOE expenditure levels are not met, CHIP revenues must be returned to the State. The recommended budget maintains services at a level that maximizes available resources and allows continued funding of existing programs.

DEPARTMENT COMMENTS

Community Health's mission is to promote, preserve and protect the health of the community. The Department's public health nurses continue to provide essential services that increase immunization rates, improve infant birth outcomes and increase access to health and social services. Our California Children's Services program will again promote health care for children with crippling and chronic diseases. Community Health continues to preserve the health of County residents by identifying and treating patients infected or exposed to contagious diseases such as tuberculosis, hepatitis, whooping cough and meningitis. Jail Medical Services will again meet the health care needs of patients in custody, and staff will work with other departments to transition into the new juvenile justice center. Following a surge of West Nile Virus activity last year, the Department will resume efforts to protect the community from this emerging disease. Environmental Health continues to meet the needs of our growing county in the areas of consumer food protection, dairy inspection, water surveillance, animal and rabies control, solid waste and hazardous materials enforcement.

DEPARTMENT OF COMMUNITY HEALTH – 5620

This year the department will partner with local agencies and neighboring health departments to develop a regional approach to combat obesity and to determine how our built environment affects the health of Valley residents.

The Office of Emergency Services within the department was instrumental in coordinating the local response for Hurricane Katrina victims. Similarly, Community Health continues to lead the region in preparedness, identification and response to biological, chemical and radiological terrorism as well as the ever evolving threat of Avian and Pandemic Influenza. Providing regional dispatch services for all ambulance providers in Fresno, Kings and Madera Counties and to the City of Fresno Fire Department, our Central California Emergency Medical Services Agency will play a key role in any response. Likewise, as a Level-B Regional Bioterrorism Laboratory and as one of only four local Level II Chemical Terrorism Laboratories in the nation, our public health lab is a critical resource in our region for the detection of emerging diseases and chemical hazards. Finally, as administrator of the master agreement between the County and Community Medical Centers, the department will work with the Hospital to fulfill the County's obligation to provide quality healthcare to our medically indigent population.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- On May 2, 2006, the Board of Supervisors approved a revised net County cost allocation for the Department of Community Health that increased the department's Net County Cost Budget by \$876,489. The increased allocation allowed the department to restore environmental health programs (Residential Housing, Soft Serve, Employee Housing, Vector Control, and Lead), and the Health Screening and Prevention Program. In addition, the increased revenues allowed the department to restore three positions in Jail Psychiatric Services to enhance crisis intervention, stabilization, and treatment services to patients in custody and restore three positions in the department's Education and Prevention Services Division that will be utilized to diminish the impacts of the elimination of direct services in the Children's Mobile Dental program.
- In order to minimize cost increases and meet the budget, the following actions are recommended:
 - The elimination of direct dental services provided in the Children's Mobile Dental program which provided dental treatment to children between the ages of 2-18 who have limited access to, or no dental care. Elimination of this program includes the deletion of a vacant Office Assistant and Driver positions, as well as one filled Driver position and an Extra Help Dentist. However, two Health Education Assistant positions and one Health Education Specialist position are recommended as a result of the amended Budget net County cost allocation approved on May 2, 2006. The restoration of these positions is recommended to diminish the impacts of the elimination of direct treatment services through enhanced outreach and education with the goal of linking children to dental services and preventing dental disease.

DEPARTMENT OF COMMUNITY HEALTH – 5620

- The elimination of the Preventive Health Care for the Aging and Nutrition Education programs which offered comprehensive health assessments, education and medication management for seniors 55 years and older. This would result in the deletion of two vacant Public Health Nurses and one vacant Health Aide positions. The impacts of eliminating these programs may result in fewer seniors following-up for medical care or recognizing the need for such care.
- The deletion of one vacant Admitting Interviewer position assigned to the Communicable Disease Division. This position provided support with payment source and proper assessment for eligibility for patients seeking services from the Health Screening and Prevention Program. These duties have been reassigned to other staff within the division.
- The deletion of one vacant Health Education Assistant assigned to the Communicable Disease Division. This position provided services and referrals to treatment to HIV positive clients with substance abuse issues. The duties of this position have been reassigned to existing staff within the division.
- The deletion of one vacant Communicable Disease Specialist assigned to the Communicable Disease Division's School Based Education project. This position provided recruitment and training of high school students to facilitate HIV education/prevention presentations to students and their respective schools. There is no impact to eliminating this position since the project has ended.
- The deletion of three vacant Office Assistant positions assigned to the Maternal, Child and Adolescent Health Division. These positions provided general clerical support to the division's nursing staff, such as data entry, scheduling appointments and meetings, processing travel requests, making travel arrangements, and ordering supplies. The duties of these positions were reassigned to existing clerical staff within the division.
- The deletion of one vacant Staff Nurse from the Maternal, Child and Adolescent Health Division. As part of the grant funded Breastfeeding Education program which ended in 2004-05, this position provided breastfeeding education and consultation to pregnant and parenting women, as well as to local health care providers. There is no impact to eliminating this position since the program has ended.
- The deletion of one filled Principal Staff Analyst and Office Assistant positions, as well as one vacant Office Assistant assigned to the Department's Administrative Support Unit. The current duties assigned to the Principal Staff Analyst position will be reassigned to other senior management positions within the Department. Deletion of the two Office Assistant positions will result in reduced working hours for the Department mailroom and shipping/receiving activities as well as reassignment of data entry services within the Information Services program.
- The elimination of the Agreement with Fresno County Economic Opportunities Commission (FCEOC) for street outreach services for the Maternal, Child and Adolescent Health Division's Babies First program. MCAH health education staff provided outreach prior to the Agreement's inception eight years ago and will again assume these responsibilities in 2006-07. An increase in health education staff over the years has enabled MCAH staff to conduct this service efficiently and with no decrease in the program's ability to provide outreach or care coordination.

DEPARTMENT OF COMMUNITY HEALTH – 5620

- The Department of Community Health's 2006-07 Recommended Budget does not diminish the medical services to indigent persons provided by the County pursuant to the existing agreement with Community Medical Centers.

SALARIES AND BENEFITS

- Salaries and Benefits are recommended at \$51,840,560 and reflect a 15% (\$6,573,138) increase from the current year level. This increase reflects the addition of Jail Psychiatric Services staff during mid-year 2005-06; this is partially offset by the 16 recommended deletions this year. Additionally, other increases include a 2.75% decrease in budgeted salary savings and increases to Workers' Compensation, Retirement, Health Insurance, and Benefits Administration rates. Negotiated salary and benefit adjustments and normal step advances are also included.

SERVICES AND SUPPLIES

- Services and Supplies are recommended at \$20,965,034 and represent a 4% (\$874,923) increase over the current year primarily due to new and increased funding passed through the department's budget for Homeland Security and EMS Fire Dispatch (subcontract with American Ambulance) and Trauma Care. Additional cost increases include mandatory diagnostic and treatment services for the California Children's Services program, the contract with SPCA, and new rates from Internal Services Fund (ISF) departments. Data processing increases occurred primarily because of FileNet maintenance charges shifted from the computer service software account to this account as well as network maintenance for EMS's Fire Dispatch contract. Transportation, travel and garage rate increases were provided by the County's Fleet Division and includes garage and motor pool charges for approximately 70 County vehicles. Medical and dental lab supplies increases are due to pharmaceutical costs related to the addition of Jail Psychiatric Services. In an effort to preserve existing staff levels and maintain service levels, this increase is partially offset by the recommended reduction in Mobile Communications, Office Supplies, Special Departmental Expense, and equipment accounts in an effort to match departmental revenues with projected costs. Additionally, a decrease in computer service software occurred primarily because the department completed payments on its Community Health Information System (CHIS) during 2005-06.

OTHER CHARGES

- Other Charges are recommended at \$1,266,944 and reflect a 4% (\$57,921) decrease in estimated costs from Human Services Finance charged to this budget as overhead.

SUMMARY OF REVENUES

- Revenues are recommended at \$71,452,585, a 10% (\$6,268,096) increase over the current year.
 - Licenses, Permits and Franchises - Reflects an 8% decrease based on current year actual revenues. These revenues are derived from animal and business license fees paid to Environmental Health, and burial and disinterment fees.

DEPARTMENT OF COMMUNITY HEALTH – 5620

- State Aid - Represents a 2% decrease due primarily to the shift of revenues of the Maternal, Child and Adolescent Health allocation from this category to Federal Aid. This decrease also reflects a reduction in funding for the Immunization, Tuberculosis and Refugee programs. These decreases are partially offset by increased revenues for the California Children's Services program.
- Federal Aid - Represents a 13% increase due primarily to new SAMHSA revenues utilized to fund a portion of Jail Psychiatric Services. In addition, higher anticipated revenues in Medi-Cal Administrative Activities based on payment history, as well as an increase to Maternal, Child and Adolescent Health revenues which shifted from the State Aid category have contributed to this increase.
- Charges for Services - Reflects an 11% increase based on a higher reimbursement forecast in the CCS Administration program due to an expected decrease in program vacancies. The recommended increase also reflects the adoption of Environmental Health fees at 100% cost recovery.
- Miscellaneous Revenues - Represents a 19% decrease based on actual trust fund revenues used to finance services and track specific funding sources. These include Vital Statistics Trust Funds utilized to offset the cost of clerical support, Child Restraint Trust Funds utilized for the purchase of infant and toddler car seats, EMS Trust Funds utilized for Emergency Medical Services administration costs, and the other miscellaneous trust funds that will be utilized to offset the increased costs of this budget.
- State/Local Program Health Realignment - Represents a 7% increase over 2005-06, based on the Governor's January Budget estimates for 2006-07, lower General County Overhead charges formerly paid through Health Realignment and the utilization of one-time Realignment carryover to align revenues with anticipated program expenditures.
- State/Local Program Social Services Realignment - Estimated at a 19% increase over 2005-06. The recommended increase reflects the mandatory Social Services Realignment match for provider costs in the California Children's Services Diagnosis, Treatment and Therapy program.
- State/Local Mental Health Realignment - This is new to the budget and provides partial funding for Jail Psychiatric Services.
- Intrafund Revenues - Estimated at about the same level as 2005-06. The department will receive new reimbursements from the Department of Behavioral Health for the Perinatal Services Network program and Jail Psychiatric Services-FACT program, as well as funding for Medi-Cal Admitting Interviewers and for health education support by the Department of Employment and Temporary Assistance. These new revenues are partially offset by the elimination of funding for the Domestic Violence - kNOw More and Tattoo Removal programs by the Department of Employment and Temporary Assistance.

DEPARTMENT OF COMMUNITY HEALTH – 5620

PENDING FACTORS

- The Department of Community Health acquired Jail Psychiatric Services from the Department of Behavioral Health during FY 2005-06. The program is funded with Mental Health Realignment and SAMHSA monies. Due to current budget constraints for the Department of Behavioral Health, a proposal will be presented to the Board of Supervisors on May 16, 2006 to delete two filled clinical staff positions (Clinical Supervisor and Recreational Therapist) and one vacant clinical staff position (Community Mental Health Specialist) from Jail Psychiatric Services. The proposal also includes the addition of three positions (Mental Health Nurse and two Psychiatric Technicians) to reduce the impact of the three proposed deletions. A budget adjustment will be made based on the Board's pending recommendation to this proposal.
- The Environmental Health Division was recently notified by the State Department of Health Services that a grant to support on-site inspections and water sampling of small public water systems may be eliminated in 2006-07. A budget adjustment will be made should this grant be eliminated.

DEPARTMENT OF COMMUNITY HEALTH - 5620

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0293	Assistant Director of Community Health	D	1	1	\$ 106,808
1129	Geologist II	1994	1	1	65,884
1303	Health Promotion Manager	E	1	1	86,008
1305	Director of Public Health Laboratory	F	1	1	76,882
1310	Division Manager - Community Health	E	6	6	551,642
1313	Division Manager - Environmental Health	E	1	1	76,882
1319	Health Education Assistant	1084	23	22	751,954
1320	Health Educator	1552	7	7	334,841
1321	Epidemiologist	1916	4	4	245,674
1322	Mental Health Nurse I	2077	0	1	56,472
1323	Mental Health Nurse II	2284	6	6	466,838
1324	Health Education Specialist	1334	23	23	950,970
1330	Senior Emergency Medical Services Specialist	1842	5	5	304,200
1331	Public Health Chemist I	1408	3	3	142,635
1332	Public Health Chemist II	1583	2	2	104,624
1334	Public Health Microbiologist II	1583	2	2	104,624
1340	Public Health Laboratory Assistant I	721	2	2	43,966
1341	Public Health Laboratory Assistant II	851	2	2	56,160
1345	Public Health Nurse I	1997	24	23	1,399,353
1345	Public Health Nurse I (1/2 T)	1997	3	2	59,223
1346	Public Health Nurse II	2284	62	62	4,737,644
1355	Senior Public Health Microbiologist	1810	1	1	50,453
1356	Senior Public Health Chemist	1755	1	1	57,980
1360	Supervising Public Health Nurse	2512	14	14	1,171,872
1363	Clinical Supervisor	2356	1	0	0
1365	Public Health Physician	B	9	9	1,101,256
1367	Psychiatrist	A	2	2	307,658
1370	Division Manager - Emergency Medical Services	E	1	1	76,726
1371	Dentist	B	1	1	128,544
1380	Emergency Medical Services Specialist	1709	10	10	559,222
1401	Communicable Disease Specialist I	1240	7	6	230,953
1402	Communicable Disease Specialist II	1325	15	15	656,370
1403	Supervising Communicable Disease Specialist	1472	3	3	145,860
1427	Dental Assistant II	880	4	4	110,210
1428	Medical Assistant I	767	3	3	78,679
1429	Medical Assistant II	845	13	13	349,796
1450	Licensed Vocational Nurse III	1129	30	30	1,223,007
1451	Head Nurse	2512	4	4	349,128
1454	Nursing Services Manager	E	1	1	92,664
1455	Health Aide II	776	10	9	224,713
1457	Health Aide I	624	1	1	20,618

DEPARTMENT OF COMMUNITY HEALTH - 5620

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1463	Psychiatric Technician II	1194	1	1	\$ 36,515
1465	Licensed Vocational Nurse I	1075	2	2	69,108
1467	Psychiatric Technician I	1075	0	2	58,318
1468	Psychiatric Technician III	1308	3	3	121,557
1493	Physician Assistant	2473	2	2	168,987
1494	Licensed Vocational Nurse II	985	3	3	103,168
1496	Staff Nurse II	1971	4	3	171,288
1497	Staff Nurse III	2284	47	47	3,686,352
1501	Admitting Interviewer I	849	7	6	160,158
1514	Clinical Laboratory Technologist II	1724	3	3	161,278
1516	Clinical Laboratory Technologist III	1887	2	2	123,722
1555	Occupational Therapist I	1946	2	2	108,472
1557	Occupational Therapist III	2416	5	5	367,382
1564	Nurse Practitioner	2775	7	7	664,193
1580	Physical Therapist I	2000	1	1	58,344
1580	Physical Therapist I (PT)	1946	1	1	43,381
1583	Physical Therapist III	2416	10	10	795,438
1583	Physical Therapist III (PT)	2416	1	1	63,856
1592	Recreational Therapist II	1415	1	0	0
1610	Rehabilitative Therapy Manager	E	1	1	79,430
1635	Therapy Aide	768	2	2	50,700
1644	Radiologic Technologist II	1368	1	1	45,240
1655	Environmental Health Aide	1109	1	1	30,888
1670	Admitting Interviewer II	997	12	12	376,897
1785	Environmental Health Specialist I	1499	9	9	382,902
1787	Environmental Health Specialist II	1682	40	40	2,148,390
1789	Environmental Health Specialist III	1854	13	13	764,867
1791	Supervising Environmental Health Specialist	2051	9	9	609,804
1910	Senior Licensed Psychologist	2293	1	1	73,762
1917	Unlicensed Mental Health Clinician	1552	1	1	51,272
1919	Licensed Mental Health Clinician	1867	2	2	110,812
1920	Senior Licensed Mental Health Clinician	2005	2	2	132,496
1922	Medical Social Worker II	1706	3	3	156,584
1928	Community Mental Health Specialist II	1275	3	2	82,004
1935	Social Worker III	1503	3	3	149,058
2212	Systems and Procedures Analyst III	1978	5	5	311,622
2240	Senior Systems and Procedures Analyst	2215	1	1	73,216
2291	Staff Analyst I	1460	3	3	145,970
2293	Staff Analyst III	1872	10	10	600,867
2294	Senior Staff Analyst	F	3	3	192,556
2297	Principal Staff Analyst	E	3	2	144,586
3010	Chief Office Assistant	1405	1	1	39,143
3037	Driver	804	2	0	0

DEPARTMENT OF COMMUNITY HEALTH - 5620

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3070	Supervising Office Assistant II	1253	17	17	\$ 683,334
3076	Health Center Manager	1464	1	1	48,360
3078	Supervising Office Assistant I	1065	1	1	35,152
3080	Office Assistant III	938	98	95	2,901,869
3081	Office Assistant III - Confidential	942	1	1	27,976
3110	Office Assistant II	843	31	29	750,369
3125	Office Assistant I	771	1	0	0
3140	Secretary III	1048	1	1	37,679
3160	Secretary IV	1156	9	9	333,693
3166	Administrative Secretary - Conf.	1290	1	1	42,588
3240	Supervising Account Clerk II	1268	1	1	35,334
3260	Account Clerk III	991	5	5	158,548
3520	Data Entry Operator II	829	1	1	27,404
3620	Program Technician I	1146	1	1	31,070
3621	Program Technician II	1248	1	1	41,184
8227	Director of Community Health	B	1	1	158,600
Subtotal			714	698	\$ 36,686,736
Auto Allowance					6,156
Shift Differential					266,716
Bilingual Skill Pay					125,513
Less Salary Savings					(4,172,076)
TOTAL REGULAR SALARIES					\$ 32,913,045

FILLED POSITIONS RECOMMENDED FOR DELETION (October 9, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1363	Clinical Supervisor	Filled	2356	-1	\$ 108,392
1592	Recreational Therapist II	Filled	1415	-1	65,938
2297	Principal Staff Analyst	Filled	E	-1	118,754
3037	Driver	Filled	826	-1	42,260
3080	Office Assistant III	Filled	964	-1	41,596
Cost of Restoring Filled Positions				-5	\$ 376,940

DEPARTMENT OF COMMUNITY HEALTH - 5620

REGULAR SALARIES

BUDGETED POSITIONS

VACANT POSITIONS RECOMMENDED FOR DELETION (October 9, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
1501	Admitting Interviewer I	Vacant	849	-1	\$ 36,685
1401	Communicable Disease Specialist I	Vacant	1240	-1	50,979
1319	Health Education Assistant	Vacant	1114	-1	47,085
1345	Public Health Nurse I (1/2 T)	Vacant	2077	-1	48,134
1345	Public Health Nurse I	Vacant	2077	-1	82,643
1455	Health Aide II	Vacant	797	-1	35,570
1496	Staff Nurse II	Vacant	2050	-1	83,744
3110	Office Assistant II	Vacant	843	-2	75,978
3080	Office Assistant III	Vacant	964	-2	83,192
3125	Office Assistant I	Vacant	771	-1	34,583
3037	Driver	Vacant	826	-1	36,612
1928	Community Mental Health Specialist II	Vacant	1275	-1	60,034
Cost of Restoring Vacant Positions				-14	\$ 675,239

NOTES

CALIFORNIA HEALTHCARE FOR INDIGENTS PROGRAM

BUDGET 5242

Special Revenue Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 2,099	\$ 254,152	\$ 719,201	\$ 465,049	183%
Operating Transfers Out	0	29,278	143,790	114,512	391%
Total Appropriations	\$ 2,099	\$ 283,430	\$ 862,991	\$ 579,561	204%
<u>Revenues</u>					
Use of Money & Property	\$ 0	\$ 8,255	\$ 25,136	\$ 16,881	204%
State Aid	0	275,175	837,855	562,680	204%
Total Revenues	\$ 0	\$ 283,430	\$ 862,991	\$ 579,561	204%
<u>Use of Fund Balance</u>	\$ 2,099	\$ 0	\$ 0	\$ 0	0%

CALIFORNIA HEALTHCARE FOR INDIGENTS PROGRAM – 5242

FUNCTION

The California Healthcare for Indigents Program (CHIP) is financed by the Tobacco Surtax Fund established by Proposition 99 of 1988. As originally established under Chapter 1331, Statutes of 1989, funds from the Hospital Services Account, Physician Services Account (PSA), and Other Health Services Account are directed to counties for use in paying private and county providers for uncompensated health care to people who cannot afford to pay for those services, and for whom payment will not be made through any private coverage or by any program funded in whole or in part by the Federal government.

OVERVIEW

The 2006-07 Recommended Budget of \$862,991 represents a 204% (\$579,561) increase in appropriations and revenues over the 2005-06 Adopted Budget based on preliminary funding allocations included in the 2006-07 Proposed State Budget. Recommended funding provides for the distribution of Proposition 99 CHIP funds to non-County hospitals and physicians for uncompensated care according to formulas established in State law. Fresno County does not receive a County Hospital sub-account allocation due to the contract with Community Medical Centers for indigent healthcare services.

SUMMARY OF CAO RECOMMENDATIONS

SERVICES AND SUPPLIES

- Recommended Services and Supplies of \$719,201 provides for the following distributions of Proposition 99 CHIP funds:

	<u>ALLOCATION</u>	<u>INTEREST</u>	<u>TOTAL</u>
HOSPITAL SERVICES ACCOUNT	\$698,253	\$20,948	\$719,201

OPERATING TRANSFERS OUT

- On February 13, 1990, the Board of Supervisors adopted a 1989-90 Health Services Plan Update and Budget Supplement which identified that one-half of the PSA be allocated to the Emergency Medical Services (EMS) Fund budget (5244) for distribution to community physicians for uncompensated care for emergency, pediatric, and obstetric services. The EMS PSA was established on February 28, 1989 by Board of Supervisors action as authorized by Senate Bills 12 and 612. Based upon the 2006-07 Proposed State Budget, Operating Transfers Out reflect an allocation of \$143,790 which includes CHIP PSA funds of \$139,602 and an interest estimate of \$4,188.

SUMMARY OF REVENUES

- Revenues, recommended at \$862,991, represent a 204% (\$579,561) increase over the current year based on preliminary funding allocations for 2006-07.
 - Use of Money and Property – Reflects the 2006-07 estimated Proposition 99 CHIP fund interest earnings.

CALIFORNIA HEALTHCARE FOR INDIGENTS PROGRAM – 5242

- State Aid – Represents the preliminary allocation of Proposition 99 CHIP funds for 2006-07 distributed among the following accounts:

Hospital Services Account	\$719,201
Physician Services Account – EMS	143,790
Other Health Services Account.....	0

NOTES

EMERGENCY MEDICAL SERVICES

BUDGET 5244

Special Revenue Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 1,095,576	\$ 2,053,790	\$ 2,108,052	\$ 54,262	3%
Total Appropriations	\$ 1,095,576	\$ 2,053,790	\$ 2,108,052	\$ 54,262	3%
<u>Revenues</u>					
Fines, Forf. & Penalties	\$ 977,186	\$ 1,380,000	\$ 1,325,000	\$ (55,000)	-4%
Use of Money & Property	41,385	45,000	39,750	(5,250)	-12%
State Aid	100,202	599,512	599,512	0	0%
Operating Transfers In	0	29,278	143,790	114,512	391%
Total Revenues	\$ 1,118,773	\$ 2,053,790	\$ 2,108,052	\$ 54,262	3%
<u>To Carryover</u>	\$ (23,197)	\$ 0	\$ 0	\$ 0	0%

EMERGENCY MEDICAL SERVICES – 5244

FUNCTION

The Emergency Medical Services (EMS) Fund was established by the Board of Supervisors on February 28, 1989, under authority of Senate Bill 12 (1987) and Senate Bill 612 (1988) for purposes of addressing uncompensated care costs of hospitals and physicians, using penalty assessments on traffic fines. In addition, Chapter 1331, Statutes of 1989 (Assembly Bill 75) which created the California Healthcare for Indigents Program (CHIP), requires that at least 50% of the Proposition 99 Tobacco Surtax monies designated for the Physician Services Account (PSA) must be deposited into the EMS Fund. At Board discretion, all or a portion of the remaining Proposition 99 PSA funds may be directed to the EMS Fund. In 1990, Board policy directed the entire discretionary portion of PSA funds to the EMS Fund. On September 28, 2000 the Governor signed Senate Bill 2132, adding the Emergency Medical Services Appropriation (EMSA) to the EMS Fund. EMSA funds are to be used to compensate physicians for emergency medical services provided in general acute care hospitals and are Proposition 99 generated revenues designated for special distribution through CHIP.

OVERVIEW

The 2006-07 Recommended Budget of \$2,108,052 represents a 3% (\$54,262) increase in projected appropriations and revenues from the 2005-06 Adopted Budget. The new EMSA subvention was established in 2000-01 and added to the EMS Fund appropriations at the allocation level of \$599,512 plus interest and was extended through 2005-06. Approximately the same level is recommended for 2006-07, as the program is recommended for continuation in the 2006-07 Proposed State Budget. In addition, Fresno County's Senate Bill 612 Penalty Assessment revenue is projected to decrease by \$55,000 to \$1,325,000 in 2006-07. This projected decline is based on actual 2005-06 traffic enforcement fine revenues. Recommended funding reflects Board policy that all PSA funds be transferred from the California Healthcare for Indigents budget (5242) into the EMS Fund.

SUMMARY OF CAO RECOMMENDATIONS

SERVICES AND SUPPLIES

- Recommended appropriations of \$2,108,052 will be available to pay physician and hospital claims for emergency care performed in a general acute care hospital, obstetric care, and pediatric care for persons who cannot afford to pay, and for whom payment will not be made through any private coverage or by any program funded in whole or in part by the Federal government.
 - Seventeen percent of the designated penalty assessment revenues must be expended for EMS purposes approved by your Board.
 - The CHIP and EMS Fund statutes specify the following percentage allocations of monies by funding source:

EMERGENCY MEDICAL SERVICES – 5244

	Physicians	Hospitals	Discretionary	Administration*
EMS Funds	58%	25%	17%	Up to 10%
Proposition 99	100%	–	–	Up to 10%
EMSA Funds	100%	–	–	Up to 10%

- *Distributions of EMS, Proposition 99, and EMSA funds to providers are calculated after allowance for administrative costs.

SUMMARY OF REVENUES

- Revenues are recommended at \$2,108,052, a 3% (\$54,262) increase from the prior year based on estimated allocations and penalty assessment revenues for 2006-07.
 - Fines, Forfeitures and Penalties - Represents the projected EMS designated penalty assessments which, by law, are divided into the following sub-accounts: Physicians, Hospitals, Discretionary, and Administration.
 - Use of Money and Property - Includes estimated interest earnings on balances in each of the following sub-accounts: Senate Bill 612 Physicians, Hospitals, Discretionary, Administration, EMSA Physicians, and EMSA Administration.
 - State Aid - Reflects EMSA program funds of \$599,512.
 - Operating Transfers In – Reflects funds that will be transferred from the California Healthcare for Indigents Program budget (5242). These funds represent one-half of the Physician Services Account revenue plus interest which, by law, must first be deposited into the CHIP fund and are subsequently transferred into this budget according to Board policy.

NOTES

COUNTY MEDICAL SERVICES

BUDGET 5240

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 17,163,246	\$ 17,575,032	\$ 18,365,952	\$ 790,920	5%
Other Charges	295,796	298,000	298,000	0	0%
Operating Transfers Out	50,969,828	54,034,804	57,804,152	3,769,348	7%
Total Appropriations	\$ 68,428,870	\$ 71,907,836	\$ 76,468,104	\$ 4,560,268	6%
<u>Revenues</u>					
Operating Transfers In	\$ 17,448,659	\$ 17,873,032	\$ 18,663,952	\$ 790,920	4%
Total Revenues	\$ 17,448,659	\$ 17,873,032	\$ 18,663,952	\$ 790,920	4%
<u>Net County Cost</u>	\$ 50,980,212	\$ 54,034,804	\$ 57,804,152	\$ 3,769,348	7%

COUNTY MEDICAL SERVICES – 5240

FUNCTION

This budget provides for the appropriation of the mandated County General Fund match requirements for local health and mental health services and for the California Healthcare for Indigents Program (CHIP) which supplements indigent health care services through the County's Medically Indigent Services Program (MISP). These County matching funds also satisfy requirements of State/Local Program Realignment (Assembly Bill 1288 of 1991) to deposit specified County funds into the Health and Welfare Trust Fund (H&WTF) to qualify for Realignment sales tax revenue. This budget finances the required deposit into the H&WTF of an amount equal to Vehicle License Fee (VLF) revenues received by the County General Fund under State/Local Program Realignment.

This budget also contains funding for the discretionary Emergency Medical Services (EMS) ambulance program and the County's payment to Community Medical Centers for indigent health care and specialty medical care for in-custody patients.

OVERVIEW

The 2006-07 Recommended Budget of \$76,468,104 represents a 6% (\$4,560,268) increase over the 2005-06 Adopted Budget. This increase represents a projected increase in Realignment VLF revenues the County will receive in 2006-07 that are passed through the General Fund to the Health and Welfare Realignment Trust Fund as required County match. Accordingly, the increase in this budget is offset with a like increase of VLF Realignment revenue included in the 2006-07 Countywide Revenues budget. The net County cost in this budget is offset with Countywide revenues.

SUMMARY OF CAO RECOMMENDATIONS

SERVICES AND SUPPLIES

- Recommended funding of \$18,365,952 represents the 2006-07 estimated contract payment to Community Medical Centers for indigent health and in-custody patient care. This reflects a 3% inflationary cost adjustment of \$534,931, as provided for in the contract, over the actual 2005-06 contract payment. This adjustment is based on actual inflationary costs as of February 2006.

OTHER CHARGES

- Recommended funding of \$298,000 is included for the Emergency Medical Services rural ambulance contracts.

OPERATING TRANSFERS OUT

- Operating Transfers Out reflect the mandated County local match to qualify Fresno County for Local Health and Welfare Realignment sales tax revenue. The local match of \$57,804,152 consists of \$10,404,113 for the Health Account; \$955,639 for the Mental Health Account; \$43,697,605 in Health (\$29,561,880) and Mental Health (\$14,135,725) matching funds equivalent to the 2006-07 estimated Realignment VLF revenues; \$727,543 in estimated 2006-07 VLF Collection Account revenues; and \$2,019,252 in estimated Social Services VLF funds. Matching funds reflect a 7% (\$3,769,348) increase in estimated VLF Realignment revenues. These funds are appropriated in this budget and transferred to the Health and Welfare Trust Fund budget (5243).

COUNTY MEDICAL SERVICES – 5240

SUMMARY OF REVENUES

- Operating Transfers In (\$18,663,952). Represents the reimbursement to the General Fund from the State/Local Program Realignment revenues, which offset the EMS ambulance contract costs (\$298,000) and the Community Medical Centers indigent health care contract (\$18,365,952).

NOTES

DEPARTMENT OF BEHAVIORAL HEALTH

BUDGET 5630

General Fund

	Actual 2004-05	Adopted 2005-06	Adjusted 2005-06	Recommended 2006-07	Increase/Decrease From Adjusted	
<u>FISCAL SUMMARY</u>						
<u>Appropriations</u>						
Salaries & Benefits	\$ 41,005,746	\$ 42,895,637	\$ 33,269,653	\$ 29,554,791	\$ (3,714,862)	-11%
Services & Supplies	26,581,614	25,370,797	21,853,077	23,178,431	1,325,354	6%
Other Charges	1,848,950	1,762,393	1,502,099	1,530,718	28,619	2%
Residual Equity						
Transfer	0	3,900	237,465	0	(237,465)	-100%
Total Appropriations	\$ 69,436,310	\$ 70,032,727	\$ 56,862,294	\$ 54,263,940	\$ (2,598,354)	-5%
<u>Revenues</u>						
State Aid	\$ 11,926,464	\$ 13,512,480	8,218,018	\$ 5,365,486	\$ (2,852,532)	-35%
Federal Aid	3,399,206	5,614,146	1,031,237	791,844	(239,393)	-23%
Charges for Services	7,347,539	15,867,648	15,867,648	13,263,017	(2,604,631)	-16%
Misc. Revenues	1,336,571	1,042,462	1,042,462	1,042,462	0	0%
Realignment:						
Social Services	1,417,975	1,202,281	0	0	0	0%
Mental Health	31,272,361	28,423,874	26,564,042	26,914,620	350,578	1%
Intrafund Revenues	3,419,013	4,095,109	3,819,498	3,651,999	-167,499	-4%
Total Revenues	\$ 60,119,129	\$ 69,758,000	\$ 56,542,905	\$ 51,029,428	\$ (5,513,477)	-10%
<u>Net County Cost</u>	\$ 9,317,181	\$ 274,727	\$ 319,389	\$ 3,234,512	\$ 2,915,123	1061%
	Budgeted 2004-05	Adjusted 2005-06	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	635	465	397	377	(20)	

DEPARTMENT OF BEHAVIORAL HEALTH – 5630

FUNCTION

The Department of Behavioral Health is one of the four Human Services Departments and provides comprehensive, integrated services to the adult population requiring mental health services. The department is organized into five divisions: Intensive Services, Metro Services, Community Integration Services, Regional Services, and Administrative Services. Crisis mental health services provided to consumers who need immediate treatment are provided within this department. Older adult mental health services are provided to help adults aged 60 and over stabilize their mental illness and remain in the community. Mental health programs teach skills for daily living helping consumers achieve independent living, employment, and socialization skills. Mental health services are provided to consumers at twelve sites located throughout metropolitan and rural Fresno County.

OVERVIEW

The 2006-07 Recommended Budget reflects midyear 2005-06 Board-approved program and organizational changes. The changes include a transfer of operational oversight of the Jail Psychiatric Services (JPS) to the Department of Community Health, and a transfer of Adult Protective Services/In-Home Supportive Services (IHSS) programs and the IHSS Public Authority unit to the Department of Employment and Temporary Assistance. In addition, the senior management organizational structure has been flattened since the budget adoption and reflects a deletion of two Assistant Director positions. Adjustments to accommodate the Board-approved centralized personnel function were also implemented. Due to a projected revenue deficit in 2005-06, 68 positions were deleted with a goal to downsize and redesign some programs to meet State staffing standards.

The 2006-07 Recommended Budget of \$54,263,940 reflects a 5% decrease from the FY 2005-06 adjusted level in an effort to finance operational activities with reduced estimated revenues. Net County cost is recommended at an increase of \$2,915,123 to minimize further reductions to adult mental health services. Staffing is recommended at 377 positions, a net decrease of 20 positions from the current year reduced level.

DEPARTMENT COMMENTS

The department continues to focus on transitioning from the traditional medical/treatment to a recovery and wellness model for addressing mental illness and improving quality of life outcomes. In keeping with the framework of the Mental Health Services Act (Proposition 63), the department has begun to redesign its intensive and crisis-oriented services. For those individuals with serious and persistent mental illness who are currently stable, services that emphasize empowerment, recovery and wellness for the consumer will be maintained.

During the past fiscal year, the department has emphasized improved operating efficiency and cost effectiveness. Efforts to curtail the escalating costs of pharmaceuticals have resulted in savings attributable to the increased use of samples and Patient Assistance Programs. The department is also redesigning the Crisis Response System to act as a “front door” for those clients on a 5150 hold, typically brought in by ambulance or police. The redesign of crisis services will allow the services to be more effectively streamlined, increase prompt access for clients in psychiatric crisis, and increase staff productivity and therefore revenue.

DEPARTMENT OF BEHAVIORAL HEALTH – 5630

Efforts to transition consumers residing in State hospitals and Institutions for Mental Disease (IMDs) to lower levels of care whenever possible are ongoing. A significant number of clients in IMDs have been moved to lower cost, unlocked facilities since January 1, 2006. This effort is ongoing and expected to improve through the selection of qualified bidders to perform placement services and develop housing alternatives within Fresno County.

In order to further reduce the budget deficit in 2006-07 and bring long-term stability and sustainability, the department has identified a strategic business plan to target the following areas:

- Move at least 50% conservatees from locked and costly institutions to unlocked and much less costly safe and affordable housing units with intensive wraparound case management services.
- Work with employees to increase work productivity and billing from a 60% to 80% level. Currently, the work productivity and revenue do not match with the cost to provide the services. If successful, the department would be able to increase its Medi-Cal reimbursement by approximately \$2.2 million in the next fiscal year.
- Redesign the crisis services to maximize staffing resource and ability to appropriately bill for the services.
- Reduce client length of stay and reimbursement denials in the acute inpatient program to appropriate transition clients to outpatient and other services and reduce inappropriate high costs.
- Continue to consult with the State/California Institute for Mental Health Consultant to reengineer outpatient services to further enhance workload efficiency, billing, and reduce costs.
- Continue to set clear expectations on program and fiscal outcomes for line staff and management to follow and accomplish.
- Develop and implement a centralized Access/Authorization unit to track all admissions and discharges, develop and authorize wellness/treatment plans and monitor quality improvement and utilization review of services. Services will be coordinated and provided based on client's level of functioning and illness symptoms. The authorization of services will be specific for duration and type of services. Currently, the department does not have such a system in place.
- Reinforce financial eligibility verification for clients at each point of contact, assist clients with Medi-Cal and Social Security applications and collect co-payments if indicated at the point of service.
- Begin implementation and evaluation of the Mental Health Services Act/Proposition 63 Plan as approved by the State Department of Mental Health.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- In order to minimize a projected operational deficit and to implement cost saving measures approved by the Board of Supervisors in 2005-06, administrative and program modifications which focus on improved quality services with outcomes of recovery and wellness are recommended:

DEPARTMENT OF BEHAVIORAL HEALTH – 5630

- The proposed elimination of the vacant and filled vacations in various programs and services throughout the department is recommended in order to match expenditures with available revenues. In some instances, there will be no impact as positions were never filled or have been vacant for a considerable amount of time. Other reductions may result in delays in access to mental health, case management and medication evaluation services. Reductions in clerical support staff will not impact client service delivery but may delay supportive activities. These reductions are offset with the addition of 4 positions needed to support the payroll, budget, and information technology functions for the department, and its Managed Care and Substance Abuse Divisions.

IMPACTS

METRO OUTPATIENT SERVICES AND OLDER ADULT MENTAL HEALTH

- Elimination of one vacant Psychiatrist, Mental Health Nurse, and Clinical Supervisor positions will result in a reduction of available coverage to this unit and at other sites and will increase staff supervision responsibilities. These reductions may result in delays in access to medication and psychiatric evaluations and fast track services for at risk consumers leaving inpatient, IMDs and other residential facilities may lag. There may also be inadequate nursing support and lack of monitoring of the Clozaril Clinic and Sample Medication and Patient Assistance Programs. These programs have been cost effective in keeping medication costs for the indigent population at a minimum. As a result it may cause loss of revenue and increased medication costs.
- Elimination of two vacant Community Mental Health Specialist positions would result in increasing the case management services for the remaining staff. The elimination of one vacant Mental Health Nurse position would not have a negative impact on services as all nursing services would be handled adequately by remaining nursing staff.
- The impacts from the elimination of the vacant positions in Metro Outpatient Services and Older Adult Mental Health programs would be mitigated by reassigning 12 filled non billable positions from the existing Placement and Conservatorship programs to billable Metro Services to enhance case management services and increase revenue for the department. This reassignment of staff from these programs would occur once the request for proposal for conservatee services is successfully completed.

INTENSIVE SERVICES

- There would be no impact with the elimination of nine vacant Licensed Vocational Nurse positions, as these positions were added, but not filled, for the Psychiatric Health Facility expansion, which did not occur.

PEER SUPPORT SERVICES

- The elimination of one vacant Licensed Mental Health Clinician position in the Peer Support program will not impact client services but may increase workload for existing staff. The Mental Health Services Act plan has a component dedicated to new and innovative peer and family advocacy services. Through this plan, positions to serve as peer and family advocates will be available.

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COMMUNITY INTEGRATION SERVICES

- Elimination of one vacant Office Assistant III position in this division would impact the overall ability to provide reports and data and would limit coverage for staff out on leaves. These duties will now be absorbed by existing clerical staff within the division.

CONSERVATORSHIP SERVICES

- The elimination of one vacant Office Assistant and one vacant Mental Health Worker positions reflect the change in eliminating current County outpatient/monitoring services provided to LPS conservatees. As approved by the Board of Supervisors midyear 2005-06, the department has started a procurement process to contract existing services to a qualified mental health provider; once this procurement process is complete and services are transitioned, additional positions from this unit could be utilized in the outpatient programs to mitigate service reductions as outlined above.

EMPLOYMENT SERVICES PROGRAM

- The elimination of one filled Driver, two filled Community Mental Health Specialist, and one vacant Psychiatric Technician positions in the Employment Services Program is due to a reduction in available CalWORKs (California Work Opportunity and Responsibility to Kids) funding that supports this program and increased retirement and computer support costs. The deletion of the Driver position will impact client ability to attend program services. Existing staff will work with clients regarding any transportation barriers to their attending services. The deletion of the Psychiatric Technician position will impact the existing psychiatrist staff as additional health and medication supportive services would be added to their workload. The deletion of two filled Community Mental Health Specialist positions will impact case management and other supportive services for this population. There will be larger caseloads for the existing staff as a result of the reductions, which may reduce the frequency of case management services provided in the field.

MENTAL HEALTH ADMINISTRATION

- The elimination of one filled Supervising Office Assistant II that currently supervises clerical and payroll staff would not impact client service delivery.
- The addition of two Program Technician, one Supervising Program Technician, and one half-time System and Procedure Analyst are needed to support payroll, budget, and information technology functions. The half-time System and Procedures Analyst position will provide support to the Compliance Officer and relieve the workload currently provided by other department staff. The addition of one Supervising Program Technician position would provide the necessary supervision to the two recommended Program Technician positions.

SALARIES AND BENEFITS

- Salaries and Benefits reflect an 11% decrease from the Adjusted 2005-06 Budget due to the elimination of 68 positions and the recommended deletion of 20 vacant and 4 filled positions. This decrease is partially offset by increases in normal salary adjustments, employee benefits, retirement costs and the addition of four positions. Included in this budget is a 5% salary savings.

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SERVICES AND SUPPLIES

- Services and Supplies represent a 6% increase over the adjusted budget and reflects the increase in the cost of providing direct mental health services. This increase is partially offset by the discontinuance of the plan to expand the Psychiatric Health Facility.

Recommended funding includes:

- An increase in Food mainly due to shift of funding from the adjusted 2005-06 Professional and Specialized Services to this account for tracking and monitoring the cost.
- An increase in Medical, Dental, and Laboratory Supplies based on clinical services in the Metro Outpatient, PHF, and PACT pharmaceuticals & supplies.
- An increase in the Professional and Specialized Services includes funding for direct and indirect services for the Mental Health clients. The increase above the adjusted 2005-06 in direct services is partially offset by decrease in non direct services as a result of elimination of Prop 63, PHF expansion, and representative payee services contracts.
- An increase in the Rents and Leases - Building reflects increase in rental costs in the Regional Centers, offset by decrease of savings from Senior Resource Center.
- An increase in the Rents and Leases - Equipment reflects anticipated needs based on the actuals of prior year; the increase is partially because the number of copies made is in excess of agreed upon usage. The department is in the process of renegotiating the usage allowance and replacing copiers that meet the requirements.
- An increase in Data Processing Charges due to increase in enterprise charges, HIPAA compliance, and information storage; partially offset by cost reduced in charges for the usage of active ports, computers and networked printers
- An increase in Computer Services Software due to increase for the data system enhancement, new charge of FileNet Content Management, addition of Bizflow/Laserfiche shifted from Data Processing Charges to this account, and increased data systems maintenance costs.
- An increase in Transportation & Travel County Garage based on anticipated need and rates provided by the Fleet for FY 2006-07.
- A decrease in account of Office Supplies, Special Departmental Expense, and Small Tools & Instruments to absorb the overall increased operational costs.

OTHER CHARGES

- Other Charges are recommended at a 2% increase, which reflects an increase for Departmental Overhead Allocation charged by Human Services Finance (5600) to this department offset by a reduction in the number of State hospital beds utilized.

DEPARTMENT OF BEHAVIORAL HEALTH – 5630

SUMMARY OF REVENUES

- Revenues are recommended at a decrease from the current year.
 - State Aid (\$5,365,486) - Reflects a decrease of 35% from the Adjusted 2005-06 Budget due to the prior year one-time Proposition 63 planning allocation and a reduction in Mental Health Managed Care allocation. This decrease also reflects lower Early and Periodic Screening, Diagnosis, and Treatment (EPSDT) revenue estimates based on the actual trend.
 - Federal Aid (\$791,844) - Projected at a 23% decrease due to lower estimates of Med-Cal Administrative Activities revenues and reflects the 2006-07 Perinatal Addiction Treatment and Health Services (PATHS) grant allocation.
 - Charges for Services (\$13,263,017) - Represents a 16% decrease based on actual receipts for 2004-05 and 2005-06 projections. The overall actual revenues were increased to reflect a projected increase in employee productivity and corresponding revenues from a 60% level to an 80% level.
 - Miscellaneous Revenues (\$1,042,462) - Recommended at the current year level and represents conservatee Supplemental Security Income/State Supplemental Payment reimbursements from the Public Guardian based on actual receipts.
 - State/Local Program Mental Health Realignment Trust Fund (\$26,914,620) - Reflects an increase of 1% based on projected revenues for 2006-07. Revenues are used to offset share-of-cost for Medi-Cal and all other non-reimbursed costs for mental health services.
 - Intrafund Revenue (\$3,651,999) - Recommended at a 4% decrease and reflects \$2,310,649 in anticipated reimbursement from the Department of Employment & Temporary Assistance (5610) for Mental Health Services provided to CalWORKs clients; \$1 million from the Sheriff Department Inmate Welfare Trust Fund for the Fresno Assertive Community Treatment (FACT) Program, and reimbursement from the Substance Abuse Unit (5602) for administrative support (\$250,000).

DEPARTMENT OF BEHAVIORAL HEALTH - 5630

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1309	Division Manager - Mental Health	E	4	4	\$ 324,896
1322	Mental Health Nurse I	2077	2	2	134,726
1323	Mental Health Nurse II	2375	19	17	1,334,350
1363	Clinical Supervisor	2421	15	14	1,089,816
1367	Psychiatrist	A	17	16	2,442,414
1450	Licensed Vocational Nurse III	1308	33	24	960,430
1450	Licensed Vocational Nurse III (PT)	1308	1	1	33,644
1454	Nursing Services Manager	E	1	1	70,642
1463	Psychiatric Technician II	1194	4	3	115,206
1467	Psychiatric Technician I	1075	1	1	32,016
1468	Psychiatric Technician III	1308	7	7	269,854
1501	Admitting Interviewer I	872	6	6	165,516
1564	Nurse Practitioner	2886	2	2	170,973
1592	Recreational Therapist II	1415	4	4	182,000
1593	Senior Admitting Interviewer	1152	1	1	37,076
1670	Admitting Interviewer II	1024	3	3	98,748
1910	Senior Licensed Psychologist	2293	1	1	73,762
1911	Licensed Psychologist	2161	1	1	69,472
1917	Unlicensed Mental Health Clinician	1595	27	27	1,325,650
1919	Licensed Mental Health Clinician	1918	10	9	554,047
1920	Senior Licensed Mental Health Clinician	2060	37	37	2,427,774
1926	Mental Health Consumer Advocate	1442	1	1	46,358
1927	Community Mental Health Specialist I	1155	12	11	396,254
1928	Community Mental Health Specialist II	1275	57	54	2,174,738
1946	Medical Interpreter Escort	721	3	3	69,732
1960	Mental Health Worker II	854	15	15	403,338
1963	Mental Health Worker I	704	10	9	176,184
2212	Systems and Procedures Analyst III	2032	3	3	191,004
2212	Systems and Procedures Analyst III (HT)	2032	0	1	31,122
2240	Senior Systems & Procedures Analyst	2276	1	1	72,546
2293	Staff Analyst III	1923	5	5	303,507
2294	Senior Staff Analyst	F	4	4	260,390
2297	Principal Staff Analyst	E	1	1	73,190
2316	Deputy Director of Behavioral Health	D	1	1	88,894
3037	Driver	826	4	3	86,275
3070	Supervising Office Assistant II	1287	7	6	258,863
3078	Supervising Office Assistant I	1094	1	1	35,152
3080	Office Assistant III	964	51	49	1,502,158
3110	Office Assistant II	866	15	15	402,159

DEPARTMENT OF BEHAVIORAL HEALTH - 5630

REGULAR SALARIES

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3111	Office Assistant II - Confidential	873	1	1	\$ 28,054
3160	Secretary IV	1188	5	5	184,990
3166	Administrative Secretary - Conf.	1325	1	1	42,588
3260	Account Clerk III	1018	1	1	32,734
3621	Program Technician II	1282	1	3	117,486
3624	Supervising Program Technician	1470	0	1	39,234
8073	Director of Behavioral Health	B	1	1	114,010
Subtotal			397	377	\$ 19,043,972
Auto Allowance					6,156
Shift Differential					195,205
Bilingual Skill Pay					120,016
Less Salary Savings					(952,199)
TOTAL REGULAR SALARIES					\$ 18,413,150

FILLED POSITIONS RECOMMENDED FOR DELETION (September 30, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
1927	Community Mental Health Specialist I	Filled	1155	-1	\$ 42,449
1928	Community Mental Health Specialist II	Filled	1275	-1	46,355
3070	Supervising Office Assistant II	Filled	1287	-1	46,777
3037	Driver	Filled	826	-1	31,680
Cost of Restoring Filled Positions				-4	\$ 167,261

VACANT POSITIONS RECOMMENDED FOR DELETION (September 30, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
1323	Mental Health Nurse II	Vacant	2375	-2	\$ 186,944
1363	Clinical Supervisor	Vacant	2421	-1	106,657
1367	Psychiatrist	Vacant	A	-1	205,356
1450	Licensed Vocational Nurse III	Vacant	1308	-9	461,585
1463	Psychiatric Technician II	Vacant	1194	-1	50,131
1919	Licensed Mental Health Clinician	Vacant	1918	-1	76,701
1928	Community Mental Health Specialist II	Vacant	1275	-2	106,188
1963	Mental Health Worker I	Vacant	704	-1	32,148
3080	Office Assistant III	Vacant	964	-2	83,380
Cost of Restoring Vacant Positions				-20	\$ 1,309,090

NOTES

MENTAL HEALTH MANAGED CARE

BUDGET 5601

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 2,372,682	\$ 2,629,739	\$ 2,405,891	\$ (223,848)	-9%
Services & Supplies	12,591,894	12,151,186	10,299,362	(1,851,824)	-15%
Other Charges	300,348	319,172	126,419	(192,753)	-60%
Fixed Assets	0	6,370	0	(6,370)	-100%
Total Appropriations	\$ 15,264,924	\$ 15,106,467	\$ 12,831,672	\$ (2,274,795)	-15%
<u>Revenues</u>					
State Aid	\$ 10,702,591	\$ 7,993,244	\$ 10,351,941	\$ 2,358,697	30%
Federal Aid	124	0	0	0	0%
Charges for Services	2,267,344	7,113,223	2,479,731	(4,633,492)	-65%
Misc. Revenues	66,117	0	0	0	0%
Intrafund Revenue	73,422	0	0	0	0%
Total Revenues	\$ 13,109,598	\$ 15,106,467	\$ 12,831,672	\$ (2,274,795)	-15%
<u>Net County Cost</u>	\$ 2,155,326	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	43	36	34	(2)	

MENTAL HEALTH MANAGED CARE – 5601

FUNCTION

Fresno County contracts with the California Department of Mental Health to operate as a Mental Health Plan to provide services to enrolled Medi-Cal beneficiaries. Under the direct responsibility of the Department of Behavioral Health, the Managed Care Unit provides oversight of this State contract. Oversight responsibilities include the screening, authorization, referral, coordination, and payment of medically necessary mental health services, and ensuring that consumers receive timely access to these mental health services. Utilization Review is responsible for the quality improvement activities for the Mental Health Plan. These activities include providing a grievance and appeals process for consumers and ensuring that the quality management standards are enforced and monitored in all mental health service programs.

OVERVIEW

The 2006-07 Recommended Budget of \$12,831,672 reflects a 15% decrease from the current year. There is no County cost associated with this budget. The State Managed Care allocation and Medi-Cal patient fees and revenues fully fund all costs. Staffing is recommended at 34 positions, a reduction of 2 positions from the current year level.

DEPARTMENT COMMENTS

The Managed Care Unit administers inpatient and outpatient specialty mental health services for clients of all ages residing in and outside of Fresno County, who receive services from the network of contract providers. These providers include 140 licensed mental health professionals, five organizational providers and three inpatient providers. In Fiscal Year 2005-06, Managed Care coordinated the services for nearly 6,000 clients.

Managed Care assists the local County Mental Health Director to insure Federal and State mandates of the Fresno County Mental Health Plan are met in the delivery of mental health services with qualified mental health professionals through quality improvement activities, medical records, education and training.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Over 1,900 children and youth previously served by four organizational providers will be served by the Department of Children and Family Services as part of the system transformation of children's mental health services through best practice models. The transition of clients from current contract service providers will occur during the first six months of the fiscal year. The Managed Care staffing needs will be reevaluated once this transition and the redesign of Managed Care is complete.
- The role of Managed Care will be redesigned to support system transformation for the Departments of Behavioral Health and Children and Family Services.

MENTAL HEALTH MANAGED CARE – 5601

- To align expenditures with available funding, one vacant Office Assistant II and one vacant Managed Care Coordinator positions are recommended for deletion. The termination of the organizational provider agreements will reduce the level of clerical support required for daily operations. The elimination of the Coordinator position will flatten the management level but will not impact oversight of the Mental Health Plan.

SALARIES AND BENEFITS

- Salaries and Benefits represent a 9% decrease from the current year. This decrease is primarily due to three positions being deleted mid-year 2005-06 and the recommended deletion of one vacant Office Assistant and one vacant Managed Care Coordinator positions. The deletion of two vacant positions will not have an impact on service delivery as duties will continue to be performed by existing staff. This decrease is partially offset by increases in normal salary adjustments, employee benefits, and retirement costs.

SERVICES AND SUPPLIES

- Services and Supplies reflect a 15% decrease from the 2005-06 level due primarily to partial year funding for organizational provider agreements that will terminate in December 2006.

OTHER SERVICES

- Other Charges reflect a 60% decrease in the charges for support services provided by Human Services Finance (5600) based on a revised methodology of distributing costs to mental health programs.

SUMMARY OF REVENUES

- Revenues are recommended at a 15% decrease from the current year level.
 - State Aid (\$10,351,941) – Recommended at a 30% increase over the current year due primarily to an increase in the allocated share of the Managed Care Allocation and higher estimated Medi-Cal Administration and Quality Improvement revenues. This increase is offset with reduced Early and Periodic Screening, Diagnostic, and Treatment (EPSDT) revenue due to the midyear change of organizational provider services to be delivered in-house by the Department of Children and Family Services.
 - Charges for Services (\$2,479,731) – Reflects a 65% decrease from the current year based on actual 2005-06 Medi-Cal receipts and the decrease of revenues previously received for organizational provider services for a full year.

PENDING FACTORS

- The role of Managed Care to support system transformation for the Departments of Behavioral Health and Children and Family Services may result in additional recommended budget and operational changes during 2006-07.

MENTAL HEALTH MANAGED CARE - 5601

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>POSITIONS RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
1309	Division Manager - Mental Health	E	1	1	\$ 80,392
1323	Mental Health Nurse II	2375	1	1	77,011
1347	Utilization Review Specialist	2236	8	8	575,120
1363	Clinical Supervisor	2421	1	1	74,126
1444	Managed Care Coordinator	E	1	0	0
1550	Med. Records Coordinator	1860	1	1	59,826
1560	Provider Relations Specialist	1145	3	3	110,370
2292	Staff Analyst II	1666	1	1	53,560
2294	Senior Staff Analyst	F	1	1	64,974
3070	Supervising Office Assistant II	1287	1	1	41,418
3080	Office Assistant III	964	12	12	364,923
3110	Office Assistant II	866	4	3	75,333
3160	Secretary IV	1188	1	1	34,569
Subtotal			36	34	\$ 1,611,622
Less Salary Savings					(16,116)
TOTAL REGULAR SALARIES					\$ 1,595,506

VACANT POSITIONS RECOMMENDED FOR DELETION (September 30, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1444	Managed Care Coordinator	Vacant	E	-1	\$ 124,607
3110	Office Assistant II	Vacant	866	-1	40,372
Cost of Restoring Vacant Positions				-2	\$ 164,979

SUBSTANCE ABUSE SERVICES

BUDGET 5602

General Fund

	<u>Actual 2004-05</u>	<u>Adopted 2005-06</u>	<u>Recommended 2006-07</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 1,368,015	\$ 2,494,627	\$ 2,313,611	\$ (181,016)	-7%
Services & Supplies	15,603,358	20,072,743	18,549,996	(1,522,747)	-8%
Other Charges	<u>285,977</u>	<u>338,827</u>	<u>289,932</u>	<u>(48,895)</u>	<u>-14%</u>
Total Appropriations	\$ 17,257,350	\$ 22,906,197	\$ 21,153,539	\$ (1,752,658)	-8%
<u>Revenues</u>					
State Aid	7,145,073	9,935,005	4,691,516	(5,243,489)	-53%
Federal Aid	5,999,108	5,934,509	4,973,034	(961,475)	-16%
Charges for Services	2,538,347	5,340,287	9,888,544	4,548,257	85%
Misc. Revenue	1,309,839	937,023	977,046	40,023	4%
Intrafund Revenue	<u>84,871</u>	<u>715,641</u>	<u>579,667</u>	<u>(135,974)</u>	<u>-19%</u>
Total Revenues	\$ 17,077,239	\$ 22,862,465	\$ 21,109,807	\$ (1,752,658)	-8%
<u>Net County Cost</u>	\$ 180,111	\$ 43,732	\$ 43,732	\$ 0	0%
	<u>Budgeted 2004-05</u>	<u>Current 2005-06</u>	<u>Recommended 2006-07</u>	<u>Increase/ Decrease</u>	
Position Summary	26	36	32	(4)	

SUBSTANCE ABUSE SERVICES – 5602

FUNCTION

The Department of Behavioral Health, Substance Abuse Services (SAS) division, is responsible for planning, developing, and administering a Countywide substance abuse prevention and treatment service delivery system. This division's mission is to support appropriate education, prevention, and treatment services to reduce or eliminate alcohol and other drug-related barriers to ongoing health, well-being, and economic independence of individuals and families. Fresno County offers a wide range of primary and secondary prevention and treatment services which include detoxification, short-term and long-term residential and outpatient programs, and ancillary services including sober living centers. Programs include Drug Court Partnership, Proposition 36, Parolee Services Network, Driving Under the Influence (DUI), and Penal Code 1000 programs. SAS administers alcohol and drug prevention and treatment services primarily through contracts with community service providers. Community service providers are secured through competitive bid processes and provide substance abuse prevention and treatment services in both rural and urban locations. Substance abuse services are also provided through collaborative agreements with other County departments. The division also functions as the point of contact for Fresno County with the State Department of Alcohol and Drug Programs for all alcohol and drug services and activities.

OVERVIEW

The FY 2006-07 Recommended Budget of \$21,153,539 reflects a decrease of 8% from the 2005-06 FY. Net County cost is recommended at the current year level of \$43,732, which is used as a County match for State substance abuse funding. Staffing is recommended at 32 positions, a decrease of 4 positions from the 2005-06 level.

DEPARTMENT COMMENTS

The misuse of alcohol and other drugs creates barriers to successful life outcomes for a large percentage of Human Services' clients and families. Over the past year, significant program changes occurred which included major revisions to the Proposition 36 program; the implementation of the restructured prevention services; and the completion of the Services Outcome Evaluation report with the cooperation of the Departments of Employment & Temporary Assistance, Children & Family Services, and the Sheriff.

Goals for 2006-07 include maintaining fiscal integrity, increasing workforce competency, implementing an outcome management system to determine program and system effectiveness, and continuing to review funding announcements and submitting proposals for Federal funding to enhance and expand existing services.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- To align anticipated costs with reduced Drug Medi-Cal and CalWORKs (California Work Opportunity and Responsibility to Kids) funding, it is recommended that four positions be deleted in the Perinatal Addiction Treatment & Health Services (PATHS) program, including one filled Licensed Mental Health Clinician, two filled Substance Abuse Specialist, and one filled Office Assistant positions.

SUBSTANCE ABUSE SERVICES – 5602

IMPACTS

- The clinical and specialist positions are responsible for direct services to substance abusing clients. The clerical position provides support for administrative functions. Elimination of the three clinical and specialist positions will result in an increase in caseloads for the remaining counselors, from an average caseload of 20 cases per clinical personnel to an estimated caseload of 30 cases. Elimination of the Office Assistant position will result in larger workloads for remaining clerical staff and slower turnaround times in processing daily activities.

SALARIES AND BENEFITS

- Salaries and Benefits reflect a 7% decrease due to the recommended elimination of four filled positions and due to the midyear 2005-06 deletion of four positions. This decrease is partially offset by increases in normal salary adjustments, employee benefits, and retirement costs. Salary savings is at 4%, a 1% reduction from the current year level. Staffing is recommended at 32 positions, a decrease of 4 positions from the current year level.

SERVICES AND SUPPLIES

- Services and Supplies represent a decrease of 8% from the current year due to a reduction in contracted services to align with available funding streams. This decrease is partially offset by increases in funding to reimburse the administrative support provided by the Department of Behavioral Health as internal overhead.

OTHER CHARGES

- Other Charges represent a 14% decrease from the current year related to charges for Departmental Overhead Allocation charged by Human Services Finance (5600).

SUMMARY OF REVENUES

- Revenues are recommended at a decrease from the current year level based on decreased Federal and Intrafund Revenues.
 - State Aid (\$4,691,516). Due to a change in the accounting method used to recognize Medi-Cal Drug Abuse revenues in the Charges for Services category, the State Aid category reflects a 53% decrease from the current year. For 2005-06, State Medi-Cal Drug Abuse revenues were included in this category.
 - Federal Aid (\$4,973,034). Recommended at a 16% decrease due primarily to lower anticipated available Federal revenues for this budget reimbursed from the allocated Substance Abuse Prevention and Treatment fund.
 - Charges for Services (\$9,888,544). Due to a change in the accounting method used to recognize State Medi-Cal Drug Abuse revenues, Charges for Services reflects an 85% increase in State Medi-cal Drug Abuse revenues. The shift of revenues to this category is partially offset by a decrease in anticipated Medi-Cal revenues reimbursement due to the reduction in contracted services from the current year level.
 - Miscellaneous Revenues (\$977,046). Recommended at a 4% increase, this funding includes the usage of Substance Abuse Administration trust fund revenues, Satham, and Substance Abuse 1998-99 rollover funds to balance this budget.

SUBSTANCE ABUSE SERVICES – 5602

- Intrafund Revenue (\$579,667). Recommended at a 19% decrease and represents \$573,351 in anticipated reimbursement from the Department of Employment and Temporary Assistance (5610) in CalWORKs revenues for the PATHS program and \$6,316 from the Juvenile Drug Court.

PENDING FACTORS

- Senate Bill 1694, which requires an assessment of all second offender Driving the Influence (DUI) clients and first offender DUI clients with prior public inebriety charges could result in increased program costs offset with new revenues.
- Proposed budget changes for Federal FY 2006, particularly the recommended elimination of the Federal Safe and Drug-Free Schools and Communities programs, may result in the elimination of funding for the Fresno Unified School District's Operation RID program.
- State Alcohol and Drug Program is proposing pulling back 20% of the Prevention Set-Aside to fund a statewide methamphetamine social marketing campaign. If approved, the County could see a reduction of approximately \$202,178, resulting in the need to reduce service agreements.
- Proposition 36 was included in the Governor's 2006-07 budget contingent on certain changes in the program to strengthen accountability by adding jail sanctions and reform treatment services to assure availability of culturally appropriate services and tailor services based on client assessment criteria. A proposed bill (SB 803), if passed, would satisfy these contingencies.

SUBSTANCE ABUSE SERVICES – 5602

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1347	Utilization Review Specialist	2236	1	1	\$ 71,890
1363	Clinical Supervisor	2421	1	1	77,844
1445	Deputy Alcohol and Drug Program Administrator	E	1	1	82,498
1919	Licensed Mental Health Clinician	1918	1	0	15,262
1951	Substance Abuse Specialist I	1167	1	1	33,450
1952	Substance Abuse Specialist II	1287	9	7	308,396
1953	Senior Substance Abuse Specialist	1422	4	4	182,012
2291	Staff Analyst I	1500	1	1	40,664
2293	Staff Analyst III	1923	4	4	244,139
2294	Senior Staff Analyst	F	2	2	128,206
2297	Principal Staff Analyst	E	2	2	147,576
3037	Driver	826	1	1	26,546
3070	Supervising Office Assistant II	1287	1	1	41,418
3080	Office Assistant III	964	5	4	126,268
3160	Secretary IV	1188	1	1	38,194
3620	Program Tech I	1146	1	1	36,816
3160					
Subtotal			36	32	\$ 1,601,179
	Less Salary Savings				(67,341)
TOTAL REGULAR SALARIES					\$ 1,533,838

FILLED POSITIONS RECOMMENDED FOR DELETION (September 30, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1919	Licensed Mental Health Clinician	Filled	1918	-1	\$ 68,672
1952	Substance Abuse Specialist II	Filled	1287	-1	48,208
1952	Substance Abuse Specialist II	Filled	1287	-1	45,134
3080	Office Assistant III	Filled	964	-1	38,192
	Cost of Restoring Filled Position			-4	\$ 200,206

NOTES

CHILDREN AND FAMILY SERVICES – MENTAL HEALTH

BUDGET 5640

General Fund

	Actual 2004-05	Adopted 2005-06	Adjusted 2005-06	Recommended 2006-07	Increase/Decrease From Adjusted	
<u>FISCAL SUMMARY</u>						
<u>Appropriations</u>						
Salaries & Benefits	\$ 45,613,747	\$ 48,086,263	\$ 16,425,548	\$ 16,838,925	\$ 413,377	3%
Services & Supplies	12,715,180	15,555,360	5,033,157	5,226,925	193,768	4%
Other Charges	7,484,794	6,949,394	572,380	571,787	(593)	0%
Residual Equity						
Transfer	366,400	0	0	0	0	0%
Total Appropriations	\$ 66,180,121	\$ 70,591,017	\$ 22,031,085	\$ 22,637,637	\$ 606,552	3%
<u>Revenues</u>						
State Aid	\$ 19,204,775	\$ 21,747,311	\$ 4,573,453	\$ 7,273,134	\$ 2,699,681	59%
Federal Aid	22,440,108	26,563,297	1,213,769	793,137	(420,632)	-35%
Charges for Services	3,465,388	5,971,093	3,524,153	6,283,187	2,759,034	78%
Misc. Revenues	1,156,318	1,246,001	0	0	0	0%
Realignment:						
Social Services	5,055,075	4,596,649	0	0	0	0%
Mental Health	6,369,725	6,274,309	5,228,580	6,613,179	1,384,599	26%
Intrafund Revenues	2,494,770	3,858,432	438,240	175,000	(263,240)	-60%
Total Revenues	\$ 60,186,159	\$ 70,257,092	\$ 14,978,195	\$ 21,137,637	\$ 6,159,442	41%
<u>Net County Cost</u>	\$ 5,993,962	\$ 333,925	\$ 18,786	\$ 1,500,000	\$ 1,481,214	7885%
	Budgeted 2004-05	Budgeted 2005-06	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	740	740	250	256	6	

CHILDREN AND FAMILY SERVICES - MENTAL HEALTH – 5640

FUNCTION

Children's Mental Health Services, a division of the Department of Children and Family Services (DCFS), provides mental health services within and outside the County of Fresno. The FY 2006-07 Recommended Budget supports crisis, family and court, and outpatient mental health services delivered to children and their families. These services are provided in a coordinated, comprehensive, family-focused, recovery-driven and culturally-competent manner, which includes proven treatment and community-based supportive services to address the unique needs of the County of Fresno.

In the past, Org. 5640 included the entire department budget. To specifically account and monitor the DCFS revenues and expenditures, in July 2005, Org. 5640 was designated exclusively for the Children's Mental Health Services (CMH) budget and Org. 5641 was designated for the Child Welfare Services budget within the DCFS.

OVERVIEW

FY 2006-07 CMH Recommended Budget of \$22,637,637 appears to reflect a 68% (47,953,380) decrease from the current year, however, prior to July 2005, 5640 included both CMH and Child Welfare Service budgets. Mental Health Realignment of \$6,613,179 and a \$1.5 million augmentation in General Fund revenues finances the County's share-of-cost for Children's Mental Health. Staffing is recommended at 256 positions, an increase of six positions over the current year.

DEPARTMENT COMMENTS

The Department of Children and Family Service's (DCFS) vision is to lead an integrated network of community partners that supports, protects and strengthens families. Children's Mental Health has sought to maintain this vision and improve the delivery of mental health services, despite fewer resources. Efforts continue to appropriately use Federal funding and to implement program changes to increase revenue consistent with implementation of best practice, and improvement of mental health services. Efforts during the current fiscal year include:

- Children's Crisis, Assessment, Intervention and Resolution (CCAIR) services was restructured from Crisis Stabilization to a Crisis Intervention Unit. Through this change operational costs are decreased as staffing patterns are aligned with consumer needs.
- Initial implementation of provision of use of Title IV-E Pre-placement prevention intervention administrative funding targeting children involved in mental health services who are considered to be at imminent risk of removal from their home. These services will safely maintain children in their own homes, ensure positive outcomes for the children and families served, and increase federal revenues.

CHILDREN AND FAMILY SERVICES - MENTAL HEALTH – 5640

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Department recommends securing the public safety net by restructuring the provision of mental health services for consumers provided by the County and Managed Care Organizational Providers. This change is consistent with the vision of the Mental Health Services Act which seeks a balance of clinical services and rehabilitation Multidisciplinary teams will provide core county services. Teams will provide treatment community supports and services. Community capacity will expand as 80% of MHSA projects are contracted to community providers.

SALARIES AND BENEFITS

- Salaries and Benefits represent a 65% (\$31,247,338) decrease from the current year. The distinction of Child Welfare Services as a separate Org. (5641) in July 2005 represents the largest percentage of the decrease. The recommendation to transfer two Substance Abuse Specialist positions from Children's Mental Health to Child Welfare Services also contributes to the decrease. A portion of the decrease is offset by higher retirement and health insurance rates. In addition, based on the concept to implement a rehabilitative model in Children's Mental Health and to better serve the client's needs, it is requested to delete six Mental Health Clinicians and five Psychologists positions and replace with ten Community Health Specialists, eight Office Assistants and one Supervising Office Assistant position. The budget includes salary savings at 16%. Staffing is recommended at 256 positions, an increase of 6 positions over the current year.

SERVICES AND SUPPLIES

- Due to the formation of Org. 5641 Services and Supplies reflect a 66% (\$10,328,435) decrease from the current year.

Recommended funding includes:

- A decrease of \$142,479 in Telephone Charges due to the implementation of cost saving measures that are reflected in current year actuals.
- An increase of \$280,772 in Professional and Specialized Services – Contract based on the expected number of placements for treatment services provided to children in high level residential care facilities. These expenditures were previously budgeted in Professional and Specialized Services.
- Computer Services Software at an increase of \$59,800 due to a shift in the allocation of charges between the Department of Behavioral Health (5630) and the Department of Children and Family Services.
- An increase of \$41,813 in Trans & Travel County Garage based on the impact of higher fuel prices.

CHILDREN AND FAMILY SERVICES - MENTAL HEALTH – 5640

OTHER CHARGES

- Other Charges recommended at a 92% (\$6,377,607) decrease from the current year based on the formation of Org. 5641. This section includes charges from Human Services Finance (5600) for departmental overhead and the cost of one state hospital bed.

SUMMARY OF REVENUES

- Revenues are recommended at \$21,137,637, a 70% (\$49,119,455) decrease from the current year based on the creation of Org. 5641. The following is exclusive to Children's Mental Health revenues:
 - State Aid – Represents an increase due to the inclusion of the Handicapped and Disabled Students SB 90 revenue. Other revenues reflected under State Aid include EPSDT (Early Periodic Screening Diagnosis and Treatment), Medi-Cal Administration, Quality Assurance, and IDEA funds.
 - Federal Aid – Reflects a decrease due to a lower reimbursement of Medi-Cal Administrative Activities (MAA) revenue. The SAMHSA Grant is expected to be at the same level as the current year.
 - Charges for Services – Recommended at an increase based on higher Medi-Cal billings for mental health services provided to clients that were previously outsourced. Also contributing to the increase is additional Drug Medi-Cal revenue through the Teilman Juvenile Justice facility.
 - State/Local Program Mental Health Realignment Trust Fund – Reflects an increase from the current year based on projected revenues for FY 2006-07. Revenues are used to offset County share-of-cost for Medi-Cal and EPSDT claims and all other non-reimbursed mental health services.
 - Intrafund Revenues – Reflects a decrease from the current year primarily due to the elimination of funding from Substance Abuse (5602) to support the Teilman Substance Abuse Program. Revenues are included from the Department of Employment and Temporary Assistance budget (5610) for Medi-Cal Administration billing for services provided by the departments' admitting interviewers as well as reimbursement for CalWORKs eligible clients.

CHILDREN AND FAMILY SERVICES - MENTAL HEALTH - 5640

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1309	Division Manager - Mental Health	E	3	3	\$ 244,998
1322	Mental Health Nurse I	1997	3	3	194,520
1323	Mental Health Nurse II	2284	3	3	227,662
1363	Clinical Supervisor	2356	14	14	1,080,482
1366	Chief Child Psychiatrist	A	1	1	187,174
1367	Psychiatrist	A	3	3	449,930
1367HT	Psychiatrist	A	1	1	73,203
1450	Licensed Vocational Nurse III	1129	11	11	448,393
1463	Psychiatric Technician II	1162	2	2	70,417
1494	Licensed Vocational Nurse II	985	1	1	38,428
1501	Admitting Interviewer I	849	3	3	84,162
1564	Nurse Practitioner	2775	4	4	352,846
1591	Recreational Therapist I	1229	3	3	118,124
1592	Recreational Therapist II	1377	5	5	228,020
1593	Senior Admitting Interviewer	1121	1	1	37,128
1670	Admitting Interviewer II	997	2	2	65,936
1910	Senior Licensed Psychologist	2232	6	6	440,070
1910	Senior Licensed Psychologist (1/2T)	2232	1	1	36,920
1915	Unlicensed Psychologist	1836	8	3	171,504
1917	Unlicensed Mental Health Clinician	1552	46	40	1,970,418
1917HT	Unlicensed Mental Health Clinician	1552	1	1	25,714
1919	Licensed Mental Health Clinician	1867	25	25	1,412,230
1920	Senior Licensed Mental Health Clinician	2005	16	16	1,094,808
1927	Community Mental Health Specialist I	1124	6	16	507,741
1928	Community Mental Health Specialist II	1241	26	26	1,053,595
1951	Substance Abuse Specialist I	1136	1	1	32,944
1952	Substance Abuse Specialist II	1253	4	2	73,191
1960	Mental Health Worker II	831	1	1	27,508
1963	Mental Health Worker I	685	2	2	45,396
2200	Deputy Director, Children & Family Services	D	1	1	86,606
2212	Systems and Procedures Analyst III	1978	2	2	126,168
2293	Staff Analyst III	1872	1	1	61,906
2294	Senior Staff Analyst	F	1	1	66,508
3037	Driver	804	2	2	51,738
3070	Supervising Office Assistant II	1253	2	3	117,832
3078	Supervising Office Assistant I	1065	1	1	35,282

CHILDREN AND FAMILY SERVICES - MENTAL HEALTH - 5640

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>POSITIONS RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
3080	Office Assistant III	938	25	25	\$ 764,016
3110	Office Assistant II	843	7	15	368,987
3140	Secretary III	1048	2	2	69,420
3160	Secretary IV	1156	3	3	113,206
Subtotal			250	256	\$ 12,655,131
Bilingual Skill Pay					39,000
Less Salary Savings					(2,024,821)
TOTAL REGULAR SALARIES					\$ 10,669,310

VACANT POSITIONS RECOMMENDED FOR DELETION (September 30, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1915	Unlicensed Psychologist	Vacant	1836	-5	\$ 377,235
1917	Unlicensed Mental Health Clinician	Vacant	1552	-6	388,602
Cost of Restoring Vacant Positions				-11	\$ 765,837

CHILDREN AND FAMILY SERVICES - CHILD WELFARE

BUDGET 5641

General Fund

	Actual 2004-05	Adopted 2005-06	Adjusted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>						
<u>Appropriations</u>						
Salaries & Benefits	\$ 0	\$ 0	\$ 31,660,715	\$ 32,990,705	\$ 1,329,990	4%
Services & Supplies	0	0	10,537,115	10,986,862	449,747	4%
Other Charges	0	0	6,377,014	7,112,202	735,188	12%
Total Appropriations	\$ 0	\$ 0	\$ 48,574,844	\$ 51,089,769	\$ 2,514,925	5%
<u>Revenues</u>						
State Aid	\$ 0	\$ 0	\$ 14,285,054	\$ 14,338,323	\$ 53,269	0%
Federal Aid	0	0	24,844,471	21,918,914	(2,925,557)	-12%
Charges for Services	0	0	0	111,224	111,224	100%
Misc. Revenues	0	0	1,246,001	1,242,000	(4,001)	0%
Realignment:						
Social Services	0	0	4,596,649	8,143,465	3,546,816	77%
Intrafund Revenues	0	0	3,287,530	5,020,704	1,733,174	53%
Total Revenues	\$ 0	\$ 0	\$ 48,259,705	\$ 50,774,630	\$ 2,514,925	5%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 315,139	\$ 315,139	\$ 0	0%
	Budgeted 2004-05	Budgeted 2005-06	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	0	0	489	491	2	

CHILDREN AND FAMILY SERVICES - CHILD WELFARE – 5641

FUNCTION

The Department of Children and Family Service's - Child Welfare Services Division is an essential component of the County of Fresno's public safety continuum. Children and families requiring protection from abuse or neglect are provided with coordinated, integrated services in conjunction with community resources. Child Welfare Services programs including early intervention and prevention, emergency and differential response, concurrent planning, adoptions, long-term foster care, legal guardianship, recruitment of permanency families, and training are supported by the FY 2006-07 Requested Budget. To account and monitor DCFS revenues and expenditures, in July 2005, Org. 5640 was designated exclusively for Children's Mental Health Services (CMHS) budget and Org. 5641 was designated for Child Welfare Services (CWS) budget within the DCFS.

OVERVIEW

Cost increases are responsible for the FY 2006-07 CWS Recommended Budget of \$51,089,769. The FY 2006-07 budget reflects a 5% (\$2,529,837) increase over the current year. The recommended budget is balanced with additional revenue and reduction in services. County share-of-cost for Child Welfare Services programs is offset with Social Services Realignment funds which have been increased to \$8.1 million dollars and Net County cost, which remains at \$315,139. Federal reimbursement has decreased from approximately 42% in 2003 to approximately 39% in FY 2005-06 for Child Welfare Services. Recently federal authorities have stopped allowing California Counties to claim Title IV-E for services that were previously claimable. As a result, the department's budget includes recommendations for reductions in contracted services. Reductions are based on performance and programmatic priorities established by the Family to Family and System Improvement goals and objectives. Staffing is recommended at 491 positions, an increase of 2 positions over the current year.

DEPARTMENT COMMENTS

Family to Family is critical to the attainment of the DCFS vision to lead an integrated network of community partners that supports, protects and strengthens families. The Annie E. Casey, Family to Family leadership has selected DCFS to function as one of five Anchor Counties to provide technical assistance to California counties as well as counties in the Pacific Region of the United States (Oregon, Washington and Alaska). With this honor and responsibility DCFS receives staff training and technical assistance to enhance CWS best practices. The Casey/Stuart Foundation will also provide funding FY 2007-10. However, a threat to the continued success of Family to Family implementation and progress toward System Improvement goals is the confluence of increases in the cost of doing business and state and federal funding reductions in the social services arena.

Data shows that the County has high number of at-risk families, yet reimbursement (\$81,561 per social worker) for the County of Fresno remains second from the lowest in the State of California. Complicating matters is the fact that, if misunderstood, CWS success can pose a threat. For example, since 2001, CWS has reduced the number of children in foster care approximately from 3,185 to 2,327 (4/06) children. Thus, it can be argued that fewer social workers are needed because there are fewer children in the CWS system. The exact opposite is true. New children and those children and families remaining in the system tend to have numerous and complex problems involving multiple systems. Hence, more social

CHILDREN AND FAMILY SERVICES - CHILD WELFARE – 5641

workers with smaller caseloads, intensive supervision and specialized training are needed to sustain progress.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Expenditures are recommended at \$51,089,769. Due to the creation of Org. 5641 there is no current year's adopted budget in which to compare expenditures. Where applicable, the following is a comparison of Child Welfare Services appropriations that were included in the FY 2005-06 Adopted 5640 budget.
- Since the implementation of Family to Family only the most severe cases enter and remain in the foster care system. However, there is only very limited funding for initiatives responsible for safely reducing the number of children entering and exiting the foster care system. The department's priority is to leverage and enhance FY 2006-07 and future revenue through the implementation of key initiatives:
- Implementation of the Central California Social Services Consortium's Claims Integrity Unit for claiming Title IV-E Pre-placement and Prevention funds in FY 2006-07.
 - Expansion of Team decision-making to provide stabilization for children at imminent risk of placement into foster care and those whose placement is at risk of disruption.
 - Strategically pursuing grant funding. For example, the DCFS recently received a three- year grant of \$160,000 through the California Connected by 25 Initiative to provide additional support to transitioning foster and probation youth, ages 14 to 24.
 - Maximization of Child Welfare Services Outcome Improvement Project (CWSOIP) funding \$310,333, which will enhance CWS implementation of AB636 and State Improvement Plan (SIP) training to improve community collaboration and partnerships.
 - To cover increases in costs, budget recommendations for FY 2006-07 propose that \$452,876 be shifted from congregate care to Social Work Emergency Response services. In FY 2005-06 the department potentially saved the County over \$1.5 million and improved outcomes by redirecting resources from institutional, shelter and group home care into foster home recruitment, training and support and by expanding the Senate Bill 163 wraparound program to serve more youth in or at risk of placement at level 10 or above.
 - To cover increases in costs, budget recommendations for FY 2006-07 propose that \$193,021 be shifted from training to Social Work Emergency Response services. The department receives the bulk of its training and technical assistance through the implementation of various initiatives at no cost to the department.
 - Budgeted amount for overtime is reduced by \$117,973, requiring a change in the provision of services provided by the Department's Stand-by Emergency Response Unit.

CHILDREN AND FAMILY SERVICES - CHILD WELFARE – 5641

SALARIES AND BENEFITS

- Salaries and Benefits represent a 4% (\$1,329,990) increase over the current year. This increase includes a recommendation to transfer two Substance Abuse Specialists from Children's Mental Health (5640), a 20% rise in retirement rates, and a 3.5% salary increase in December 2006. Slightly offsetting this increase is a decrease in unemployment and workers compensation rates as well as a higher salary savings of 10%, up from 8% in FY 2005-06. Staffing is recommended at 491 positions, an increase of 2 positions over the current year.

SERVICES AND SUPPLIES

- Services and Supplies reflect an increase of 4% (\$464,659) over the current year. Due to the creation of Child Welfare Services as Org. 5641 in July 2005, the following is a comparison of Child Welfare Services appropriations that were included in the FY 2005-06 Adjusted 5641 budget:
 - Telephone Charges at a decrease of \$120,000 based on corrective actions taken to lower communication charges.
 - An increase of \$589,910 in Managed Care Provider costs directly linked to the inclusion of the expenditures related to the number of children accepted in the SB163 program.
 - An increase of \$195,816 in Data Processing Services due to higher network rates, additional space associated with FileNet, and support costs related to a front end application that interfaces with the PeopleSoft check writing system.
 - Transportation, Travel & Education at an increase of \$71,170 based on the department's involvement in the Family to Family Initiative as an anchor county to provide technical assistance to the Pacific Region and expenditures related to the CWS Outcome Improvement Project which is fully revenue offset.
 - An increase of \$85,991 in Trans & Travel County Garage based on the impact of higher fuel prices.

OTHER CHARGES

- Other Charges recommended at a 12% (\$735,188) increase over the current year based on a higher enrollment of clients in the SB 163 program with Families First and a slight increase in overhead costs from Human Services Finance (5600).

SUMMARY OF REVENUES

- Revenues are recommended at \$50,774,630. Due to the distinction of Child Welfare Services as Org. 5641 in July 2005, there is no current year's adopted budget in which to compare these revenues. The following is a comparison of Child Welfare Services revenues that were included in the FY 2005-06 Adopted 5640 budget:
 - State Aid – Represents an increase due to the inclusion of EPSDT (Early Periodic Screening Diagnosis and Treatment) and Medi-Cal Administration revenues earned through the SB 163 program. State revenue from the Child Welfare Services allocation is also included with no significant change in the amount.

CHILDREN AND FAMILY SERVICES - CHILD WELFARE – 5641

- Federal Aid – Reflects a decrease based on a Federal audit that shifted the expenditures for investigative services from the Title IV-E reimbursement to a capped EA – TANF allocation through the County Expense Claim process.
- Charges for Services – Recommended at an increase due to the inclusion of Medical revenues earned through the SB 163 program.
- Miscellaneous Revenues – Remains at the same level as the current year. These revenues include the Walter S. Johnson/Hewlett Foundation grant, Stuart Foundation grant, marriage license and birth certificate fees, Workforce Investment Board funds, K-6 revenues received from local schools for social worker activities and dues received from members of the Interagency Council for Children and Families.
- State/Local Program Social Services Realignment – Represents an increase over the current year level based on the projection for available 2006-07 funds. Realignment revenues provide matching requirements for State and Federal Aid revenues and help offset the required County share-of-cost associated with the Child Welfare Services allocation.
- Intrafund Revenues – Reflects an increase over the current year primarily due to the transfer of revenue from the Dependent Children – Foster Care budget (6410) to the Department of Children and Family Services for the Senate Bill 163 program. It also reflects an increase based on the transfer of revenue from the Department of Employment and Temporary Assistance budget (5610) for common operational costs due to the County Expense Claim process.

PENDING FACTORS

- The Governor's FY 2005-06 Budget proposes a statewide reduction of 6.6% in federal funding under Promoting Safe and Stable Families (PSSF). This reduction and associated distribution to counties is still pending. As PSSF contains a component specifically for Adoptions, the proposed PSSF reduction could be offset using increases in the Departments basic Adoption allocation.
- The Governor's FY 2005-06 Budget proposes a 3% increase in the Child Welfare Services Basic allocation, however, a portion of this increase is directed at pilot projects and new initiatives. In addition, the State also proposes to reduce the State General Fund, used as part of the match when claiming Title IV-E for regular Child Welfare Services. As a result, the proposed reduction in State General Fund could impact existing Child Welfare Basic services.
- During FY 2005-06 the State excluded emergency investigative social work activities from being claimed through Title IV-E funding and required these services to be claimed through the Child Welfare Services Emergency Assistance Temporary Assistance for Needy Families (CWS-EA TANF) allocation. As this allocation is capped and under funded, the State indicated additional funding would be set aside. This issue, including the distribution of the additional funds, is still pending. The CWS FY 2006-07 budget includes the anticipated increase in Federal CWS-TANF revenues (\$2.5 million dollars) and the associated County match (\$485,000). Funding for Emergency Response Social Workers will be impacted should the increase in anticipated revenues not occur. The department will return to your Board with revised budget recommendations should the anticipated revenues not be realized through the State budget process.

CHILDREN AND FAMILY SERVICES-CHILD WELFARE - 5641

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0295	Assistant Director Children and Family Services	D	1	1	\$ 94,432
1924	Social Services Program Manager	E	7	7	480,688
1930	Social Work Supervisor	1965	43	43	2,674,537
1931	Social Work Practitioner	1685	87	87	4,631,024
1935	Social Worker III (PT)	1544	1	1	39,754
1935	Social Worker III	1544	132	132	6,494,971
1940	Social Worker II	1374	26	26	1,108,145
1945	Social Worker I	1247	49	49	1,761,968
1952	Substance Abuse Specialist II	1287	0	2	82,888
2200	Deputy Director, Children & Family Services	D	1	1	93,444
2212	Systems and Procedures Analyst III	2032	2	2	127,650
2213	Systems and Procedures Analyst I	1421	1	1	40,280
2240	Senior Systems and Procedures Analyst	2276	1	1	73,294
2292	Staff Analyst II	1666	1	1	46,777
2293	Staff Analyst III	1923	6	6	368,950
2294	Senior Staff Analyst	F	3	3	196,196
2297	Principal Staff Analyst	E	2	2	145,626
3037	Driver	826	6	6	155,342
3070	Supervising Office Assistant II	1287	5	5	195,216
3080	Office Assistant III	964	59	59	1,810,931
3081	Office Assistant III - Conf.	968	1	1	31,148
3110	Office Assistant II	866	12	12	315,623
3125	Office Assistant I	771	3	3	62,751
3140	Secretary III	1077	1	1	30,648
3160	Secretary IV	1188	6	6	226,673
3160	Secretary IV - Conf.	1195	1	1	38,454
3166	Administrative Secretary - Conf.	1325	1	1	42,666
3260	Account Clerk III	1018	1	1	32,760
3622	Program Technician I - Conf.	1146	2	2	66,867
5091	Social Worker Aide I	721	7	7	141,682
5093	Social Worker Aide II	879	20	20	563,043
8072	Director of Children and Family Services	B	1	1	111,124
Subtotal			489	491	\$ 22,285,552

CHILDREN AND FAMILY SERVICES-CHILD WELFARE - 5641

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
	Auto Allowance				\$ 6,156
	Bilingual Skill Pay				81,000
	Shift Differential				793,744
	Less Salary Savings				(2,228,556)
TOTAL REGULAR SALARIES					\$ 20,937,896

NOTES

EMPLOYMENT AND TEMPORARY ASSISTANCE

BUDGET 5610

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 66,213,013	\$ 75,397,877	\$ 86,892,395	\$ 11,494,518	15%
Services & Supplies	28,430,268	31,669,394	36,668,077	4,998,683	16%
Other Charges	41,512,500	42,756,665	43,991,534	1,234,869	3%
Residual Equity					
Transfer	167,159	254,500	0	(254,500)	0
Total Appropriations	\$ 136,322,940	\$ 150,078,436	\$ 167,552,006	\$ 17,473,570	12%
<u>Revenues</u>					
State Aid	\$ 69,067,493	\$ 50,740,333	\$ 51,642,179	\$ 901,846	2%
Federal Aid	66,167,175	92,673,105	106,802,514	14,129,409	15%
Misc. Revenues	331,713	1,334,145	1,490,345	156,200	12%
Realignment Social					
Services	3,035,314	4,475,998	6,682,131	2,206,133	49%
Intrafund Revenues	198,677	173,159	253,141	79,982	46%
Total Revenues	\$ 138,800,372	\$ 149,396,740	\$ 166,870,310	\$ 17,473,570	12%
<u>Net County Cost</u>	\$ (2,477,432)	\$ 681,696	\$ 681,696	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	1,314	1,422	1,422	0	

EMPLOYMENT AND TEMPORARY ASSISTANCE – 5610

FUNCTION

The Department of Employment and Temporary Assistance (E&TA) is responsible for the administration of public assistance programs, which include CalWORKs, Employment Services, Medi-Cal, Food Stamps, Refugee Assistance, and General Relief Programs. CalWORKs (California Work Opportunity and Responsibility to Kids) is California's version of the Federal Temporary Assistance for Needy Families (TANF) Program. E&TA is also responsible for eligibility determination and payment authorization for the Aid to Adoptions, Foster Care cash assistance, and childcare subsidies for families currently or previously receiving cash aid. Additionally, the Department administers the Adolescent Family Life Program (AFLP) and Cal-Learn Program, which offer support services to adolescents who are pregnant or custodial parents. In August 2005, E&TA assumed responsibility for administering the In-Home Supportive Services Program which provides supportive services to persons who are aged, blind, or disabled and the Adult Protective Services Program which provides services aimed at protecting elders or dependent adults.

OVERVIEW

The FY 2006-07 Recommended Budget of \$167,552,006 reflects a 12% (\$17,473,570) increase in appropriations and estimated revenues from the FY 2005-06 Adopted Budget primarily due to increased benefit rates, full-year funding for 107 new positions transferred during the current year from the Department of Behavioral Health for Adult Protective Services and In-Home Supportive Services, and other costs associated with CalWIN post-implementation activities. The net County cost of \$681,696 and the staffing level of 1,422 positions remain at the current year level.

During the current year, overall public assistance cases increased by 6%; CalWORKs increased by 1% (221 cases); Food Stamps increased by 15% (5,224 cases); General Relief increased by 11% (109 cases); and Medi-Cal decreased by 2% (1,575 cases). Upward caseload trends are anticipated to continue for FY 2006-07. The Department issued an estimated \$224 million in cash assistance on behalf of needy families, foster children, and adopted children. Additionally, \$134 million in Food Stamp benefits and \$494 million in Medi-Cal benefits were issued in the current year. Food Stamp and Medi-Cal eligibility services are provided through this budget, but benefits for those programs are issued directly by the State and Federal governments.

County requirements for social services programs administered by the department include:

1) CalWORKs and Food Stamp Program Maintenance-of-Effort (MOE) (\$4,022,882); 2) Adult Protective Services and County Services Block Grant MOE (\$247,503); 3) In-Home Supportive Services 16% County Match (\$1,544,177); 4) General Relief Program costs (\$1,550,850); 5) Foster Care and Emergency Assistance Foster Care 15% County Match (\$352,326); 6) Stage II Child Care MOE (\$11,601); and, 7) CalWIN Match and increased implementation operational support (\$1,252,998). The total County requirement for these programs (\$8,982,337) is reduced with the department's contribution to the General Countywide overhead (\$1,618,510); the balance is financed with \$6,682,131 in Social Services Realignment and \$681,696 in County-wide revenues.

EMPLOYMENT AND TEMPORARY ASSISTANCE – 5610

DEPARTMENT COMMENTS

During FY 2006-07, the Department's major focus will be on CalWIN post-implementation activities. The transition to the CalWIN Automation System is the most significant challenge faced by the Department since the implementation of Welfare Reform. CalWIN will change the business practices for all Department staff, as well as have an impact on other County Departments including: Auditor-Controller/Treasurer-Tax Collector, County Clerk, General Services, ITSD, Children and Family Services and Behavioral Health. The challenge for all staff will be providing client services efficiently, accurately and in a timely manner while concurrently learning the new CalWIN benefit issuance system.

FY 2005-06 was marked by successful partnerships that allowed our department to provide enhanced access to services and improve employment opportunities for CalWORKs recipients. The department remains committed to providing quality services for the poor and needy families of Fresno County and improving access to food, shelter, medical benefits and employment services which will result in greater self-sufficiency.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- In August 2005, In-Home Supportive Services (IHSS) and Adult Protective Services were transferred from the Department of Behavioral Health to E&TA, resulting in the shift of 107 positions. The Adult Protective Services Program provides emergency response, information and referrals, and case management services aimed at preventing or correcting physical or emotional abuse, neglect, exploitation, or financial abuse of elders or dependent adults. The In-Home Supportive Services Program provides supportive services to persons who are aged, blind, or disabled and are unable to perform the activities of daily living in order to live safely and independently in their own homes. During the current fiscal year, a new case management and case tracking systems were implemented for these programs due to transition of the Case Data System to the CalWIN system, which does not provide support to these programs. Costs associated with ongoing maintenance of the new system are included in the recommended Budget.
- In August 2005, the IHSS Public Authority was reassigned from the Department of Behavioral Health to E&TA as a separate Budget Org. 5611. The Public Authority serves as the 'Employer of Record' for all IHSS care providers for the purpose of negotiating their wages, benefits, and working conditions with the local union.
- In April 2006, administrative support of the IHSS Advisory Committee with respect to budget and administrative assistance was reassigned from the Public Authority to E&TA as a cost center in budget Org. 5610. The IHSS Advisory Committee will provide ongoing advice and recommendations regarding the IHSS Program to the Board of Supervisors.
- The mandated Statewide Automated Welfare System, CalWIN, which will replace the current Welfare Case Data System and fully automate eligibility determination, will be implemented in July 2006. CalWIN will determine eligibility for the CalWORKs, Food Stamps, Medi-Cal, General Relief, Foster Care and Cash Assistance for Immigrants Programs. CalWIN implementation brings unprecedented changes to current business

EMPLOYMENT AND TEMPORARY ASSISTANCE – 5610

practices and in the delivery of services to approximately 278,071 public assistance clients in Fresno County. The FY 2006-07 budget was developed in order to minimize the negative impact of conversion on eligibility programs to ensure successful CalWIN implementation; some of the CalWIN implementation impacts include:

- Staff training, which started in the last quarter of FY 2005-06, will continue to ensure that existing staff master the new system and ensure accurate benefit issuance for over \$200 million in cash aid and Foster Care payments and \$134 million in Food Stamp and \$494 million in Medi-Cal benefits.
- Conversion from Case Data System to CalWIN will require a significant amount of manual conversion which requires data to be entered into the CalWIN system. Until a case is appropriately converted or manually corrected, the benefits will automatically continue to be issued, thus minimizing the negative impact on consumers, but necessitating the prompt review of cases to avoid overpayments. In order to minimize the potential incorrect benefit issuance, a significant increase in overtime for all eligibility, supervisory and support staff will be realized in the first quarter of the fiscal year.
- Management reporting training, review and improvement will take on a vital role as all assistance claiming, caseload information and workload management is driven by CalWIN system generated reports. A significant number of management reports in the CalWIN system are consortium-wide reports and require coordinated effort among 18 counties to improve or change. Much effort has been expended to address CalWIN reports by the vendor and the participating counties; however this effort is not complete. Incorrect reports or lack of reports has led to financial claiming mistakes that has resulted in net county dollar increases to many CalWIN counties; dedicating sufficient resources to ensure that reports are verified and meet fiscal and program needs will remain a priority during the next fiscal year.
- Printing, office supplies and postage expenditures are expected to significantly increase due to increased correspondence mailing that is generated by the system, as well as increased printing at staff workstations and increased IT costs to maintain sufficient help desk support.
- Due to the reduction in the CalWORKs Performance Incentives and the CalWORKs Single Allocation, all costs associated with this program have been reduced. A CalWORKs social worker unit and employment services provided by this unit have been eliminated and positions transferred to the IHSS program; reduction in Welfare Fraud agreement has also been recommended as well as elimination of non-mandated services provided through Agreements with other County departments and Community Based Organizations. Further reductions to the CalWORKs program are not recommended due to CalWIN implementation, significant increases of existing per - worker caseloads and anticipated increases in program requirements for employment services based on the passage of the Federal TANF reauthorization.

SALARIES AND BENEFITS

- Salaries and Benefits, recommended at \$86,892,395, represent a 15% increase over the current year due to full-year funding for 107 positions transferred from the Department of Behavioral Health and increases in health and benefit rates. Staffing is recommended at the current year level of 1,422.

EMPLOYMENT AND TEMPORARY ASSISTANCE – 5610

Recommended funding includes:

- Full-year funding for 107 positions for the Adult Protective Services Program and the In-Home Supportive Services Program that were transferred in August 2005 to E&TA.
- Full-year funding for a Principal Analyst assigned to the California Health and Human Services Agency, Office of Systems Integration in Sacramento. The Principal Analyst is a member of the Case Management Information and Payrolling System (CMIPS) Project. The position will be responsible for planning, communication, implementation, training, business process engineering tasks and impact analysis of regulatory changes on the CMIPS application project.
- An increase in Extra-Help and Overtime to ensure sufficient staffing support through CalWIN post-conversion and training activities. It is estimated that all Eligibility, Employment Services and Office Assistant staff will require overtime during July, August and September of 2006, in order to assist with the manual conversion of discrepant cases for all programs that were not transferred to CalWIN while maintaining ongoing workload issues.
- An increase in Workers' Compensation and Health Insurance Contributions based on higher rates.
- Bilingual Skill Pay for 400 employees.
- Salary Savings of 7% to accurately reflect position vacancies and recruitment timeframes.
- Negotiated salary adjustments and normal step advances, including midyear 3.5% (\$3,563,100).
- Staffing is recommended at 1,422 positions.

SERVICES AND SUPPLIES

- Services and Supplies, recommended at \$36,668,077, represent a 16% increase from the current year due to higher costs associated with telephone and postage rates, office expenses and CalWIN deliverables.

Recommended funding includes:

- An increase in Telephone Charges due to the transfer of Adult Protective Services and In-Home Supportive Services staff.
- An increase in Office Expenses due to anticipated increase in printing supplies needed for the CalWIN Program and full-year expenses for the In Home Supportive Services (IHSS) program and the Adult Protective Services (APS) program.
- An increase in Postage charges due to a higher postal rate and a higher number of program-related client correspondences based on CalWIN projections.
- An increase in IT Professional and Specialized Services due to CalWIN ongoing maintenance costs, client correspondence printing services agreement, along with the transfer of service contracts from Behavioral Health, and maintenance costs for the newly implemented Adult Protective Services/ In-Home Supportive Services case management system.

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- An increase in Professional and Specialized Services due to the midyear transfer of interdepartmental agreements for IHSS and APS programs offset by the reduction in operational and service agreements funded with the CalWORKs and Food Stamp allocations. Included in this line item is funding for Department of Children and Families Social Services operational costs that are paid by E&TA allocations due to expenditure shifts in the Social Services County Expense Claim.
- A decrease in Data Processing Charges due to the elimination of client correspondence and warrant printing services provided by ITSD. Under CalWIN, client correspondence printing services will be outsourced and warrant printing will be performed by department staff.

OTHER CHARGES

- Other Charges, recommended at \$43,991,534, represent a 3% increase from FY 2005-06 due primarily to the rise in Child Care and Transportation payments for CalWORKs clients.

Recommended funding includes:

- E&TA's share of the Human Services Finance costs for fiscal services.
- A decrease in Employment Services Agreements due to CalWORKs Single Allocation and Performance Incentives funding reductions.

SUMMARY OF REVENUES

- Revenues are recommended at \$166,870,310 and reflect a 12% (\$17,473,570) increase from the current year due primarily to the transfer of the Adult Protective Services, In-Home Supportive Services and County Services Block Grant allocations from the Department of Behavioral Health to E&TA.
 - State Aid – Reflects a slight increase due to a change in sharing ratios for the CalWORKs Single allocation, which is now primarily funded with Federal Temporary Assistance for Needy Families (TANF) block grant funds, elimination of the Adolescent Sibling Prevention Pregnancy Program, and the reduction in the State portion of the Stage II childcare funds offset with the transfer of the Adult Protective Services, In-Home Supportive Services and County Services Block Grant allocations along with the two CalWIN project allocations.
 - Federal Aid – Reflects an increase due to the transfer of the Federal portion of the In-Home Supportive Services allocation, and a shift in a share-of-cost in the CalWORKs Single Allocation and the Stage II childcare allocation.
 - Miscellaneous Revenues – Estimated to increase due to a receipt of grant funds from the U.S. Department of Labor for the West Fresno County Vocational Training Project.
 - State/Local Program Social Services Realignment Trust Fund – Estimated to increase; Revenues will finance County match requirements for CalWORKs, Food Stamps, IHSS, APS, and Foster Care allocation as well as provide CalWIN match funds for increased operational costs during CalWIN implementation.

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- Intrafund Revenues – Estimated to increase from the current year level due to an administrative charge applied to salaries to IHSS Public Authority budget (5611) and Veterans' Service Office budget (7110); Represents reimbursement from the Department of Behavioral Health budget (5630) for support provided to the Homeless Mentally Ill programs and to the IHSS Public Authority budget (5611) for IT support.

PENDING FACTORS

- The Governor's FY 2006-07 Proposed State Budget contains a number of program changes, funding reductions, and funding shifts that would significantly impact the department. Administration funding reductions and program changes as proposed would have the following impacts:
 - The Governor's budget includes reducing CalWORKs Administration funding by 7%, which includes recapturing \$40 million in unspent performance incentives from Counties with remaining incentives based on their proportion of unspent funds Statewide. This reduction is intended to avoid funding TANF above the Maintenance-of-Effort. The impact to Fresno County is not clear as reallocation of funds among counties may be under consideration.
 - A number of program changes aimed at curbing the costs of CalWORKs program including child care expenditures are under consideration. The impact to Fresno County cannot be determined at this time. The department will return to your Board when program allocations are released.
 - The Governor's budget includes delayed implementation of the new incentive system, Pay for Performance proposal approved during the FY 2005-06 budget process which provides incentives to Counties for achieving specific employment services program outcomes.
 - The Governor's budget does not include a cost-of-doing-business increase for County Medi-Cal Administration and projects a cost avoidance of \$42 million Statewide. Further the budget proposes to pass on to Counties any Federal penalties related to Medi-Cal. This proposal would shift responsibility of Federal penalties to Counties even if the program was under funded or if Counties met the current State Performance Standards.
- The State of California is facing a potential Federal financial sanction for failing to meet the Federal Welfare-to-Work participation rates; the total amount of the sanction or the potential impact to counties is not known at this time. Additional information will be provided to your Board when it becomes available.
- Federal Temporary Assistance for Needy Families (TANF) Block Grant Reauthorization was approved during the Federal Fiscal Year 2006. The reauthorization legislation will significantly impact CalWORKs Employment Services, as Federal participation and employment requirements are more stringent compared to existing requirements. The Budget Reconciliation Bill requires each State, effective October 1, 2006, to meet a 50% Federal work participation rate for all families receiving TANF assistance, and a separately calculated 90% Federal work participation rate for two-parent families, with each rate adjusted downward for any caseload decline that occurs after 2005 for reasons other than changes in eligibility rules. States that fail to meet the Federal work

EMPLOYMENT AND TEMPORARY ASSISTANCE – 5610

participation requirements could be subject to fiscal penalties. Based on the bill requirements, a majority of States will be out of compliance at the time of implementation. Legislation is expected to address a number of issues in the TANF reauthorization bill. The department will continue to track the proposed changes and keep your Board apprised as impacts become known.

- The CalWIN system implementation may result in additional operational costs that are unknown at this time. The department may need to return to your Board post-implementation to address these potential impacts.

EMPLOYMENT AND TEMPORARY ASSISTANCE - 5610

REGULAR SALARIES

BUDGETED POSITIONS

JCN	TITLE	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1901	Client Services Specialist	1360	3	3	\$ 124,917
1904	Job Specialist II	1360	40	40	1,714,574
1905	Job Specialist I	1235	15	15	570,019
1907	Job Specialist III	1497	135	135	6,503,398
1924	Social Services Program Manager	E	16	16	1,022,539
1931	Social Work Practitioner	1685	7	7	371,885
1930	Social Work Supervisor	1965	11	11	694,912
1935	Social Worker III	1544	70	70	3,452,941
1940	Social Worker II	1374	15	15	631,829
1945	Social Worker I	1247	11	11	393,631
1951	Substance Abuse Specialist I	1167	5	5	206,997
2211	Systems & Procedures Analyst II	1754	1	1	51,167
2212	Systems & Procedures Analyst III	2032	7	7	454,425
2240	Senior Systems & Procedure Analyst	2276	1	1	73,227
2246	Deputy Director	D	2	2	171,402
2292	Staff Analyst II	1666	2	2	97,168
2293	Staff Analyst III	1923	11	11	668,611
2294	Senior Staff Analyst	F	4	4	272,169
2297	Principal Staff Analyst	E	2	2	141,772
3010	Chief Office Assistant	1444	2	2	84,233
3031	Social Services Program Supervisor	1655	96	96	5,030,715
3033	Eligibility Worker I	964	75	75	2,185,776
3034	Eligibility Worker II	1063	76	76	2,458,692
3035	Eligibility Worker III	1235	467	467	18,137,070
3036	Social Services Appeals Specialist	1428	9	9	411,092
3070	Supervising Office Assistant II	1287	19	19	761,519
3078	Supervising Office Assistant I	1094	1	1	35,159
3080	Office Assistant III	964	174	174	5,238,335
3082	Supervising Office Assistant II-Conf.	1287	1	1	41,402
3110	Office Assistant II	866	60	60	1,527,210
3125	Office Assistant I	771	18	18	390,916
3140	Secretary III	1077	1	1	34,639
3142	Secretary II	964	1	1	31,000
3160	Secretary IV	1188	2	2	74,536
3161	Secretary IV-Conf.	1195	4	4	153,756
3166	Administrative Secretary - Conf.	1325	1	1	42,619
3205	Account Clerk II	906	6	6	129,794
3240	Supervising Account Clerk II	1303	3	3	123,646
3260	Account Clerk III	1018	20	20	679,585
3620	Program Technician I	1146	9	9	316,416

EMPLOYMENT AND TEMPORARY ASSISTANCE - 5610

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3622	Program Technician I -Conf.	1146	4	4	\$ 138,667
3624	Supervising Program Technician	1470	1	1	42,889
3705	Information Technology Analyst II	1543	1	1	45,000
3706	Information Technology Analyst III	1819	2	2	103,581
3707	Information Technology Analyst IV	2167	3	3	199,211
3708	Senior Information Technology Analyst	2468	2	2	158,730
5093	Social Worker Aide II	879	3	3	80,750
8074	Director	B	1	1	110,899
Subtotal			1,420	1,420	\$ 56,385,420
Auto Allowance					6,156
Lead Worker Pay					124,800
Bilingual Skill Pay					240,032
CalWIN Living Supplemental					21,654
Less Salary Savings					(3,946,979)
TOTAL REGULAR SALARIES					\$ 52,831,083

EMPLOYMENT AND TEMPORARY ASSISTANCE

AID TO ADOPTIONS

BUDGET 6415

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 12,231,217	\$ 14,316,600	\$ 16,085,820	\$ 1,769,220	12%
Total Appropriations	\$ 12,231,217	\$ 14,316,600	\$ 16,085,820	\$ 1,769,220	12%
<u>Revenues</u>					
State Aid	\$ 5,270,373	\$ 6,025,095	\$ 6,685,403	\$ 660,308	11%
Federal Aid	5,256,815	6,283,140	7,171,950	888,810	14%
Misc. Revenues	9,389	0	0	0	0%
Realignment	1,117,627	1,295,978	1,536,596	240,618	19%
Total Revenues	\$ 11,654,204	\$ 13,604,213	\$ 15,393,949	\$ 1,789,736	13%
<u>Net County Cost</u>	\$ 577,013	\$ 712,387	\$ 691,871	\$ (20,516)	-3%

EMPLOYMENT AND TEMPORARY ASSISTANCE – AID TO ADOPTIONS – 6415

FUNCTION

The Aid to Adoptions Program eligibility and payment system is administered by the Department of Employment and Temporary Assistance and provides grants to qualified parents who need financial assistance in order to adopt a child. Grants offset food, housing, and basic needs of families that adopt 'hard-to-place' children. Families are eligible until the child reaches the age of 21. Adoptions program placements and case management services are provided by the Department of Children and Family Services.

OVERVIEW

The 2006-07 Recommended Budget of \$16,085,820 reflects a 12% (\$1,769,220) increase in appropriations over the 2005-06 Adopted Budget based on caseload trends in the prior year. The County's share-of-cost for this program (\$2,228,467) is funded with \$1,536,596 in Social Services Realignment revenue and additional net County cost of \$691,871, which reflects a 3% (\$20,516) decrease from the current year. Staff support for eligibility and payment processing services are provided by the Department of Employment and Temporary Assistance budget (5610). Adoptions placement and case management services are provided by the Department of Children and Family Services budget (5641). Staffing is recommended at the 2005-06 level.

SUMMARY OF CAO RECOMMENDATIONS

OTHER CHARGES

- Recommended funding of \$16,085,820 reflects a 12% (\$1,769,220) increase from the current year due to a 10% increase in the monthly average caseload and 2% increase in the monthly average grant.
- The Aid to Adoptions caseload has shown consistent growth over the last six years. Since 1999-2000, the number of adoption assistance cases has increased from 678 per month to a projected 1,935 per month for 2006-07.
- Under Assembly Bill 1544 of 1998, family unification for children under the age of three has to be completed within six months or the court can free the child for adoption. The department has implemented the requirements of this legislation through enhanced efforts to identify adoptive families.

SUMMARY OF REVENUES

- Revenues are recommended at \$15,393,949, an increase of 13% (\$1,789,736) over the prior year based on projected caseload and grant amounts for 2006-07.
 - State Aid (\$6,685,403) - Estimated to increase based on the State sharing-ratio of 37.5% for federally funded adoptions cases and 75% for non-federally funded adoptions cases.
 - Federal Aid (\$7,171,950) - Estimated to increase based on the Federal sharing-ratio of 50% for federally funded adoptions cases.

EMPLOYMENT AND TEMPORARY ASSISTANCE – AID TO ADOPTIONS – 6415

- State/Local Program Social Services Realignment Trust Fund (\$1,536,596) – Estimated to increase based on available realignment revenues.

PENDING FACTORS

- The CalWIN System will be implemented in Fresno County on July 5, 2006. Based on information provided by other Counties that have already implemented, the caseload reports used in submitting the monthly assistance claims to the State may contain inaccurate case counts due to cases that have discrepant information. These cases will have to be manually corrected in CalWIN. Until this is completed, assistance claims for revenue reimbursements may reflect inaccurate amounts.

NOTES

EMPLOYMENT AND TEMPORARY ASSISTANCE

CALWORKS

Budget 6310

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 154,698,380	\$ 169,217,008	\$ 158,946,520	\$ (10,270,488)	-6%
Total Appropriations	\$ 154,698,380	\$ 169,217,008	\$ 158,946,520	\$ (10,270,488)	-6%
<u>Revenues</u>					
State Aid	\$ 93,423,390	\$ 102,297,615	\$ 96,111,314	\$ (6,186,301)	-6%
Federal Aid	56,746,172	62,006,467	58,266,793	(3,739,674)	-6%
Misc. Revenues	1,695,351	1,511,916	1,231,950	(279,966)	-19%
Realignment	2,339,351	2,859,384	2,842,394	(16,990)	-1%
Total Revenues	\$ 154,204,264	\$ 168,675,382	\$ 158,452,451	\$ (10,222,931)	-6%
<u>Net County Cost</u>	\$ 494,116	\$ 541,626	\$ 494,069	\$ (47,557)	-9%

EMPLOYMENT AND TEMPORARY ASSISTANCE - CALWORKS – 6310

FUNCTION

The California Work Opportunity and Responsibility to Kids (CalWORKs) program is administered by the Department of Employment and Temporary Assistance (E&TA) and provides cash assistance grants for families with dependent children. Grants issued through this budget provide a temporary means of assisting the family while also providing the training and educational support needed by the aided adult to gain employment and become self-sufficient. Eligibility and grant levels are established by the California Department of Social Services. Under CalWORKs, non-exempt adult recipients must participate in work activities from 30 to 35 hours per week. The majority of families receiving assistance through this program also qualify for Medi-Cal and Food Stamp benefits. The State Safety Net Program, which provides cash assistance for children of adults who have reached their 60-month CalWORKs lifetime time-on-aid limit, is also included in this budget.

OVERVIEW

The 2006-07 Recommended Budget of \$158,946,520 reflects a 6% (\$10,270,488) decrease in appropriations and estimated revenues from the 2005-06 Adopted Budget. The decrease is due to the current year caseload trend and the State's suspension of the July 2005 Cost-of-Living Adjustment (COLA) of 4.07% and the July 2006 COLA of 5.07%. The 2.5% County share of grant costs (\$3,973,663) is offset with the County share of child support collections (\$621,950) and overpayment collections (\$15,250). The balance is financed with \$2,842,394 in Social Services Realignment revenues resulting in a net County cost of \$494,069, which reflects a 9% (\$47,557) decrease from the current year level. Staff support for eligibility services is provided under the E&TA budget (5610) and is recommended at the 2005-06 level.

SUMMARY OF CAO RECOMMENDATIONS

OTHER CHARGES

- Recommended funding of \$158,946,520 represents a 6% (\$10,270,488) decrease from the current year. The State suspension of the 4.07% July 2005 COLA and 5.07% July 2006 COLA reduced the budgeted average monthly grant from \$557 in 2005-06 to \$526 in 2006-07.
- The budgeted average caseload for 2006-07 is 25,085, which reflects a 0.5% decrease from the 2005-06 budgeted caseload of 25,212. This is based on current year caseload trends and includes approximately 2,000 cases in the State Safety Net Program, which are comprised of families whose adult members have reached the CalWORKs lifetime time-on-aid limit of 60-months and are no longer eligible for cash aid.

EMPLOYMENT AND TEMPORARY ASSISTANCE – CALWORKS – 6310

SUMMARY OF REVENUES

- Revenues are recommended at \$158,452,451, a decrease of 6% (\$10,222,931) from the current year based on caseload projections and the suspension of the July 2005 and July 2006 COLAs.
 - State Aid (\$96,111,314) - Estimated to decrease based on the average State share-of-cost for CalWORKs and Safety Net cases.
 - Federal Aid (\$58,266,793) - Estimated to decrease based on the Federal share-of-cost for the projected caseload.
 - Miscellaneous Revenues (\$1,231,950) - Estimated to decrease based on actual revenue recovery for overpayment collections and the County share of child support collections in the current year.
 - State/Local Program Social Services Realignment Trust Fund (\$2,842,394) - Estimated to decrease from the current year based on available Realignment revenues.

PENDING FACTORS

- During 2005-06, the State budget and related legislation suspended all CalWORKs COLAs from July 2005 through June 2007 which resulted in a grant cost avoidance of \$307.2 million statewide. The Fresno County portion of the estimated savings is approximately \$14,798,684. Should this decision be overturned, the department will return to the Board of Supervisors to request an increase in appropriations and net County cost (\$369,967) due to a 2.5% County share of CalWORKs grants.
- A portion of the County share of child support collections (\$621,950) currently offsets the County cost of this budget. The Fresno County Department of Child Support Services has handled the collection and monthly transfer of this revenue to the department. However, effective January 2006, these functions were transitioned to the State Disbursement Unit (SDU) of the California Department of Child Support Services. Currently, there is no formal notice regarding new procedures that will be followed in remitting this revenue to the counties. The department will return to the Board of Supervisors with more information should an adjustment to the budget be necessary.
- The CalWIN System will be implemented in Fresno County on July 5, 2006. Based on information provided by other counties that have already implemented the system, the caseload reports used in submitting the monthly assistance claims to the State may contain inaccurate case counts due to cases that have discrepant information. These cases will have to be manually corrected in CalWIN. Until this is completed, assistance claims for revenue reimbursements may reflect inaccurate amounts.

NOTES

EMPLOYMENT AND TEMPORARY ASSISTANCE AID TO REFUGEES

BUDGET 6615

General Fund

	<u>Actual 2004-05</u>	<u>Adopted 2005-06</u>	<u>Recommended 2006-07</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 344,106	\$ 1,002,960	\$ 264,384	\$ (738,576)	-74%
Total Appropriations	\$ 344,106	\$ 1,002,960	\$ 264,384	\$ (738,576)	-74%
<u>Revenues</u>					
Federal Aid	\$ 343,659	\$ 1,002,960	\$ 264,384	\$ (738,576)	-74%
Total Revenues	\$ 343,659	\$ 1,002,960	\$ 264,384	\$ (738,576)	-74%
<u>Net County Cost</u>	\$ 447	\$ 0	\$ 0	\$ 0	0%

EMPLOYMENT AND TEMPORARY ASSISTANCE – AID TO REFUGEES – 6615

FUNCTION

The Federal Refugee Cash Assistance (RCA) Program is administered by the Department of Employment and Temporary Assistance and provides grant assistance to refugees newly admitted to the United States. Grants are intended to provide food, housing, and basic needs for individuals and families with no dependent children. Qualified applicants are eligible for a maximum of eight months of benefits from their date of entry into the United States. After this period, some families become eligible for the 100% County-funded General Relief Program until they reach self-sufficiency or gain eligibility for other programs. The Federal Government provides full funding for this program.

OVERVIEW

The 2006-07 Recommended Budget of \$264,384 reflects a 74% (\$738,576) decrease from the 2005-06 Adopted Budget due to the conclusion of the Hmong Refugee Resettlement program. The rate of arrival has gone down and the remaining refugees are expected to arrive from Thailand between February and September 2006. Approximately 300 will relocate to Fresno and of that number, 50 are expected to qualify for RCA. There is no net County cost for this program as all costs are offset with Federal funding. Staff support for eligibility services is provided through the Department of Employment and Temporary Assistance budget (5610). Staffing is recommended at the 2005-06 level.

SUMMARY OF CAO RECOMMENDATIONS

OTHER CHARGES

- Recommended funding of \$264,384 reflects a 74% (\$738,576) decrease from the prior year. The FY 2006-07 average monthly caseload of 54 cases per month reflects a 73% decrease from the current year budgeted of 199 cases per month and is based on the current caseload trend and projections made based on refugee arrival data.

SUMMARY OF REVENUES

- Federal Aid – Revenues are recommended at \$264,384. The Aid to Refugees Program is 100% federally funded; there is no net County cost to administer this program.

PENDING FACTORS

- The CalWIN System will be implemented in Fresno County on July 5, 2006. Based on information provided by other counties that have already implemented, the caseload reports used in submitting the monthly assistance claims to the State may contain inaccurate case counts due to cases that have discrepant information. These cases will have to be manually corrected in CalWIN. Until this is completed, assistance claims for revenue reimbursements may reflect inaccurate amounts.

EMPLOYMENT AND TEMPORARY ASSISTANCE

DEPENDENT CHILDREN - FOSTER CARE

BUDGET 6410

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 57,393,396	\$ 59,941,413	\$ 54,854,778	\$ (5,086,635)	-8%
Total Appropriations	\$ 57,393,396	\$ 59,941,413	\$ 54,854,778	\$ (5,086,635)	-8%
<u>Revenues</u>					
State Aid	\$ 13,090,521	\$ 13,929,720	\$ 12,871,721	\$ (1,057,999)	-8%
Federal Aid	22,237,457	22,955,074	20,530,614	(2,424,460)	-11%
Misc. Revenues	2,242,108	1,731,502	1,825,189	93,687	5%
Realignment Social Services	1,857,325	1,990,444	2,397,437	406,993	20%
Total Revenues	\$ 39,427,412	\$ 40,606,740	\$ 37,624,961	\$ (2,981,779)	-7%
<u>Net County Cost</u>	\$ 17,965,984	\$ 19,334,673	\$ 17,229,817	\$ (2,104,856)	-11%

EMPLOYMENT AND TEMPORARY ASSISTANCE – DEPENDENT CHILDREN – FOSTER CARE – 6410

FUNCTION

The Foster Care Eligibility and Payment Program is administered by the Department of Employment and Temporary Assistance and provides funding for food, housing, and basic needs of children placed in out-of-home care facilities. Such facilities include foster family homes, foster family agencies, and group homes. Case management and placement services are provided through the Department of Children and Family Services and the Probation Department.

OVERVIEW

The 2006-07 Recommended Budget of \$54,854,778 represents an 8% (\$5,086,635) decrease from the 2005-06 Adopted Budget based on the Foster Care caseload trends in the prior year. The County share of cost is \$19,627,254, which is offset by \$2,397,437 in Social Services Realignment revenue with an additional net County cost of \$17,229,817. This represents an 11% (2,104,856) decrease in net County cost from the current year. Staff support for eligibility and payment processing services is provided by the Department of Employment and Temporary Assistance budget (5610). Positions that support case management activities are included in the Department of Children and Family Services budget (5641) and the Probation budget (3430). Staffing is recommended at the 2005-06 level.

SUMMARY OF CAO RECOMMENDATIONS

OTHER CHARGES

- Recommended funding of \$54,854,778 represents an 8% (\$5,086,635) decrease from the current year adopted budget and reflects a 7% decrease in the budgeted average monthly caseload and 2% decrease in the budgeted average monthly grant.
- The number of budgeted cases per month decreased from 3,279 in FY 2005-06 to 3,042 in FY 2006-07 based on current year caseload trends. The budgeted average grant for FY 2006-07 is \$1,466, which is based on the prior year actual average grant.
- The Department of Children and Family Services continues to provide help to families in order to alleviate crises that might lead to out-of-home placement of children and promote improved permanency outcomes for children via the Adoptions Program.

SUMMARY OF REVENUES

- Revenues are recommended at \$37,624,961, a 7% (\$2,981,779) decrease over the current year based on projected caseload and grant amounts for 2006-07.
 - State Aid (\$12,871,721) - Estimated to decrease based on the current State cost-sharing ratio of 20% for federally funded Foster Care cases and 40% for non-federally funded Foster Care cases.
 - Federal Aid (\$20,530,614) - Estimated to decrease from the prior year based on the current Federal cost-sharing ratio of 50% for federally funded Foster Care cases and 70% for Emergency Assistance cases.

EMPLOYMENT AND TEMPORARY ASSISTANCE – DEPENDENT CHILDREN – FOSTER CARE – 6410

- Miscellaneous Revenues (\$1,825,189) - Estimated to increase based on actual overpayment collections (\$618,400), SSI/SSP reimbursements (\$736,550), and County share of child support collections (\$470,239) in the current year.
- State/Local Program Social Services Realignment Trust Fund (\$2,397,437) - estimated to increase from the current year based on available realignment revenues.

PENDING FACTORS

- The CalWIN System will be implemented in Fresno County on July 5, 2006. Based on information provided by other counties that have already implemented, the caseload reports used in submitting the monthly assistance claims to the State may contain inaccurate case counts due to cases that have discrepant information. These cases will have to be manually corrected in CalWIN. Until this is completed, assistance claims for revenue reimbursements may reflect inaccurate amounts.
- On March 3, 2003, the Ninth Circuit Court of Appeal altered the way in which federal Title IV–E eligibility is determined for foster care children in its ruling of Enedina Rosales and the California Department of Social Services v. Tommy G. Thompson. This decision, referred to as a Rosales decision, expanded Federal Foster Care eligibility for children placed with relatives who previously only qualified for CalWORKs cash aid or non-federal foster care and is retroactive to December 1997. The impact of the conversion resulted to a statewide net increase of \$1.2 million in County share-of-cost between the CalWORKs and Foster Care programs. Federal legislation has been proposed to overturn the Rosales decision, which may reverse the costs associated with this court decision.

NOTES

EMPLOYMENT AND TEMPORARY ASSISTANCE

GENERAL RELIEF

BUDGET 6645

General Fund

	<u>Actual 2004-05</u>	<u>Adopted 2005-06</u>	<u>Recommended 2006-07</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 4,060,676	\$ 4,607,271	\$ 5,176,802	\$ 569,531	12%
Total Appropriations	\$ 4,060,676	\$ 4,607,271	\$ 5,176,802	\$ 569,531	12%
<u>Revenues</u>					
State Aid	\$ 697,694	\$ 979,200	\$ 1,211,290	\$ 232,090	24%
Charges for Services	319,383	355,007	373,818	18,811	5%
Misc. Revenues	185,532	174,800	38,249	(136,551)	-78%
Total Revenues	\$ 1,202,609	\$ 1,509,007	\$ 1,623,357	\$ 114,350	8%
<u>Net County Cost</u>	\$ 2,858,067	\$ 3,098,264	\$ 3,553,445	\$ 455,181	15%

EMPLOYMENT AND TEMPORARY ASSISTANCE - GENERAL RELIEF – 6645

FUNCTION

The General Relief (GR) Program is administered by the Department of Employment and Temporary Assistance (E&TA) and provides emergency assistance to needy individuals who are not eligible for other assistance programs but meet eligibility requirements established under the provision of the General Relief Resolutions adopted by the Board of Supervisors. This program also finances the following: Foster Care costs for children not eligible for State and Federal funded Foster Care programs; interim assistance to individuals applying for the Supplemental Security Income/State Supplemental Payment (SSI/SSP) Program due to a physical or medical incapacity to obtain employment; and the State Cash Assistance Program for Immigrants (CAPI), authorized under Assembly Bill 2779 (Chapter 329, Statutes of 1998). This program provides cash assistance to immigrants meeting specific eligibility criteria who are no longer eligible for other public assistance programs as a result of Federal Welfare Reform.

OVERVIEW

The 2006-07 Recommended Budget of \$5,176,802 reflects a 12% (\$569,531) increase from the current year. This is primarily due to an 8% increase in the projected average caseload from 1,113 cases per month in the current year to 1,198 cases per month in 2006-07. Approximately 40% of the increase in the projected average monthly caseload is due to the growth of CAPI cases and SSI/SSP interim assistance cases. The CAPI is 100% funded by the State while the interim assistance provided to applicants of SSI/SSP are processed for repayment by the Federal government. The remainder of the increase is attributed to current caseload trends and the anticipated transfer of refugees from the Refugee Cash Assistance (RCA) Program to General Relief. The total estimated offsetting revenue for this budget (\$1,623,357) reflects an 8% (\$114,350) increase from the current year. The net County cost (\$3,553,445) reflects a 15% (\$455,181) increase from the current year. Staffing for eligibility and payment processing services is provided through E&TA budget (5610). The Department of Children and Family Services (C&FS) budget (5641) and Probation Department budget (3430) provide case management services for children placed in Foster Care. Staffing is recommended at the 2005-06 level.

SUMMARY OF CAO RECOMMENDATIONS

OTHER CHARGES

- Recommended funding of \$5,176,802 represents a 12% (\$569,531) increase from the current year based on caseload projections.
 - Appropriations of \$3,707,256 will finance cash grants for needy individuals and foster children that are not eligible for other assistance programs.
 - Appropriations of \$200,000 for the performance of incapacitation evaluations for General Relief clients.
 - Appropriations of \$48,256 to provide applicants with transportation assistance to attend employment and job training activities.

EMPLOYMENT AND TEMPORARY ASSISTANCE - GENERAL RELIEF – 6645

- Appropriations of \$10,000 to provide clothing to foster children who have pending Foster Care assistance applications.
- Appropriations of \$1,211,290 for CAPI.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,623,357, an 8% (\$114,350) increase from the current year based on projected caseload trends and reimbursements for the CAPI and SSI/SSP Programs.
 - State Aid (\$1,211,290) - Estimated to increase based on reimbursement for services provided to clients under CAPI.
 - Charges for Services (\$373,818) - Estimated to increase based on actual collections data in FY 2005-06 for Federal repayment of interim assistance paid to clients awaiting SSI/SSP certification.
 - Miscellaneous Revenues (\$38,249) - Projected to decrease from the current year level due to the Department of Behavioral Health's termination of the voucher payments for housing for the homeless and mentally ill. Reimbursements from C&FS for emergency shelter provided to needy children is projected at \$38,249.

PENDING FACTORS

- The CalWIN System will be implemented in Fresno County on July 5, 2006. Based on information provided by other counties that have already implemented the system, the caseload reports used in submitting the monthly assistance claims to the State may contain inaccurate case counts due to cases that have discrepant information. These cases will have to be manually corrected in CalWIN. Until this is completed, assistance claims for revenue reimbursements may reflect inaccurate amounts.

NOTES

VETERANS' SERVICE OFFICE

BUDGET 7110

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 257,937	\$ 223,021	\$ 249,278	\$ 26,257	12%
Services & Supplies	26,217	60,715	50,077	(10,638)	-18%
Other Charges	0	0	29,241	29,241	100%
Total Appropriations	\$ 284,154	\$ 283,736	\$ 328,596	\$ 44,860	16%
<u>Revenues</u>					
State Aid	\$ 71,204	\$ 67,742	\$ 67,742	\$ 0	0%
Misc. Revenues	670	750	750	0	0%
Intrafund Revenues	15,008	49,623	94,483	44,860	90%
Total Revenues	\$ 86,882	\$ 118,115	\$ 162,975	\$ 44,860	38%
<u>Net County Cost</u>	\$ 197,272	\$ 165,621	\$ 165,621	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	4	4	4	0	

VETERANS' SERVICE OFFICE – 7110

FUNCTION

The Veterans' Service Office assists veterans, their spouses, widows, and dependents in applying for Federal and State benefits through the Department of Veterans Affairs. The office provides assistance in filing applications and claims for the following benefits: pensions, compensations, educational, medical, insurance, burials, headstones, and discharge upgrades. The Veterans' Service Office also makes referrals to other agencies as needed for services that are not offered by the Veterans' Administration.

OVERVIEW

The 2006-07 Recommended Budget of \$328,596 reflects no increase in net County cost from the 2005-06 Adopted Budget. Recommended funding will maintain four full-time positions.

DEPARTMENT COMMENTS

During the past year, the Veterans' Service Office Org. 7110 completed the relocation to a new facility of the Department of Employment and Temporary Assistance (E&TA) Senior Resource Center site. Collaboration with E&TA has been improved as the integration of the functions of referrals and eligibility continue to be reviewed.

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Salaries and Benefits, recommended at \$249,278 reflect an increase over the current year level due primarily to an increase in Retirement and Health Insurance contributions.

SERVICES AND SUPPLIES

- Services and Supplies, recommended at \$50,077 represents an increase from the prior year level due primarily to an increase in Data Processing Charges, annual fees for Veterans' Information Management System, and increases in required training for certification and utilities.

OTHER CHARGES

- Other Charges, recommended at \$29,241, reflect an increase over the current year level due primarily to an increase in Overhead Charges from E&TA.

SUMMARY OF REVENUES

- Revenues are recommended at \$162,975 and represent an increase in Intrafund Revenue over the current year level based on E&TA estimates.

VETERANS' SERVICE OFFICE – 7110

PENDING FACTORS

- An act to amend Section 972.1 of the Military and Veterans Code, relating to veterans, has been introduced as AB 1931. This bill would appropriate additional State Subvention funding from the General Fund to the Department of Veterans Affairs for disbursement to counties for purposes of funding the outreach activities of county veterans service officers that offer support to returning California veterans, including active duty, reserve, and California National Guard, who have served in support of the current conflicts in Iraq and Afghanistan. Specific impact to Fresno County is not available at this time. Should this bill be approved and additional funding becomes available, the department will return to your Board with recommendations for inclusion in the adopted budget.

VETERANS' SERVICE OFFICE – 7110

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2233	Veterans' Service Officer	G	1	1	\$ 61,852
3080	Office Assistant III	880	3	3	91,538
TOTAL REGULAR SALARIES			4	4	\$ 153,390

IN-HOME SUPPORTIVE SERVICES - PUBLIC AUTHORITY

BUDGET 5611

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 0	\$ 0	\$ 1,006,621	\$ 1,006,621	100%
Services & Supplies	0	0	374,766	374,766	100%
Other Charges	0	0	123,156	123,156	100%
Total Appropriations	\$ 0	\$ 0	\$ 1,504,543	\$ 1,504,543	100%
<u>Revenues</u>					
State Aid	\$ 0	\$ 0	\$ 488,976	488,976	100%
Federal Aid	0	0	752,272	\$ 752,272	100%
Total Revenues	\$ 0	\$ 0	\$ 1,241,248	\$ 1,241,248	100%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 266,597	\$ 266,597	100%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	0	18	18	0	

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY – 5611

FUNCTION

The In-Home Supportive Services Public Authority (Public Authority) is the employer of record for In-Home Supportive Services (IHSS) care providers for the purpose of negotiating wages, benefits, and working conditions with the local union. The Public Authority also operates the Provider Registry, which assists IHSS consumers with finding home care providers as well as assisting providers in finding work. Services include, but are not limited to: IHSS provider recruitment and screening, maintaining a Provider Registry of available providers, referral of Registry Providers to IHSS consumers, consumer and provider training, and consumer and provider support services.

OVERVIEW

The FY 2006-07 Recommended Budget of \$1,504,543 reflects a 13% (\$169,422) increase in appropriations and estimated revenues from the FY 2005-06 Adjusted Budget and an increase of 37% (\$402,792) from the FY 2005-06 Adopted Budget primarily due to increased Department Overhead Allocation, benefit rates, and budgeting salaries and benefits appropriations without salary savings. The net County cost is \$263,295, reflects an increase of \$70,493 from the FY 2005-06 adopted budget and an increase of \$38,917 from the adjusted budget. This reflects a 17.5% match for all Public Authority expenditures.

Beginning January 2006 the Public Authority has taken responsibility for processing all new provider applications in Fresno County. This task has resulted in a need to fill all existing positions and no longer reflecting salary savings in this budget. The Public Authority continues to offer no-cost training to all IHSS providers which includes, but is not limited to CPR/ First Aid, National Caregiver Certification, weekly training sessions on varied topics, provider support group, resume and interviewing training, timesheet training, and Introduction to IHSS for all new registry providers.

The Memorandum of Understanding (MOU) between the Public Authority and UHW-SEIU will be renegotiated in June 2006 with the expectations that the negotiations may continue into FY 2006-07. Additional costs associated with the negotiations are reflected in the recommended budget.

Support for the IHSS Advisory Committee was transferred to the Department of Employment and Temporary Assistance (E&TA) Org. 5610. The 18 recommended positions reflect the deletion of a half-time Office Assistant and the addition of one full-time Office Assistant position.

DEPARTMENT COMMENTS

During FY 2005-06 the Public Authority succeeded in sending 1,500 lists of providers to IHSS recipients containing more than 15,000 names with a recorded match rate resulting in 760 new jobs. Also, with the addition of the National Caregiver Certification program the IHSS Public Authority continues in its mission to help fill the healthcare gap in Fresno County with certified paramedical providers.

The challenge in 2006-07 is to reach all new providers with training during the enrollment process to prevent fraud and to define how approved tasks are to be completed. This is in addition to the already delineated responsibilities mandated by code.

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY – 5611

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- In August 2005, the Public Authority was reassigned from the Department of Behavioral Health to E&TA as a separate budget Org. 5611. The adopted budget reflects appropriations adopted while the Public Authority was a cost center (5630-7636) under the Department of Behavioral Health.
- In April 2006, responsibility for the IHSS Advisory Committee was transferred from the Public Authority to E&TA.
- As part of the establishment of the Public Authority provider service center, the Public Authority training unit was charged with the responsibility of providing an "Introduction to In-Home Care" orientation for all IHSS providers to include an IHSS fraud presentation, time sheet training, elder abuse and information on authorized and unauthorized tasks. Training equipment including a new fully equipped lap top computer are necessary to provide the appropriate training to all new IHSS providers in addition to classes which are geared solely to Public Authority Registry providers.
- The Public Authority is moving to a web based version of its Provider Registry software application, HOMCare. It is anticipated that this new application will reduce the man hours required for Information Systems Division support for the current application and provide enhanced service capability to both recipients and providers of IHSS. Reporting capabilities are expected to be greatly enhanced as well.

SALARIES AND BENEFITS

- Salaries and Benefits, recommended at \$1,006,621, represent a 24% increase (\$195,692) from the FY 2005-06 Adopted Budget and an increase of 16% from the adjusted budget due to not budgeting 18% salary savings which were previously included in the adopted budget and increases in health and benefit rates. Staffing is recommended at 18 positions, which reflects the staffing changes due to the transfer of the IHSS Advisory Committee to E&TA.

Recommended funding includes:

- Full-year funding for 18 positions.
- Recommended deletion of one vacant half-time Office Assistant position and addition of one Office Assistant position.
- An increase in Retirement Contributions, OASDI, and Health Insurance Contributions based on higher rates.
- Bilingual Skill Pay for three employees.
- Negotiated salary adjustments and normal step increases.

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY – 5611

SERVICES AND SUPPLIES

- Services and Supplies, recommended at \$374,766, represent a 49% increase (\$123,540) from the FY 2005-06 Adopted Appropriations and represent a 3% increase (\$11,528) from the FY 2005-06 Adjusted Appropriations. The increase from the current year adjusted budget is due to increase in IT costs, capturing appropriate telephone charges and increase in travel and postage costs offset by the transfer of the IHSS Advisory Committee budget to Org. 5610.

Recommended funding includes:

- Increased charges in Rent & Leases Buildings due to higher utility costs, increased rent, and increase in janitorial services.
- Increase in Telephone Charges due to accurate reflection of actual costs and additional telephone lines due to full staffing.
- Increase in Postage due to higher postage costs and increased program-related correspondences related to processing all new IHSS provider applications, required monthly mailings to all new IHSS providers per the SEIU-UHW Public Authority MOU and quarterly newsletter mailing.
- Increase in printing costs for program related projects. Printing costs in FY 2005-06 were reflected in account 7295 as opposed to 7269.
- Decrease in Professional & Specialized Services due to ITSD interdepartmental charges now being reflected in account 7294.
- Decrease in Transportation & Travel County Garage due to the elimination of a vehicle/bus.
- Increase in Professional & Specialized Services – IT account for IT support provided by E&TA, upgrading of the Provider Registry software, a laptop computer and color printer, and five additional Questys user licenses and a scanner to accommodate the processing of all IHSS provider applications. Costs were previously reflected in 7295 and 7309 accounts.
- Increase in Transportation, Travel & Education to attend department related trainings, meetings, and seminars by Public Authority staff.

OTHER CHARGES

- Department Overhead Allocation, recommended at \$123,156 represents a 211% increase from FY 2005-06 Adopted Budget and 17% from the adjusted budget. The Public Authority was not previously charged the appropriate Department Overhead Allocation. Since being assigned an independent organizational number, the Public Authority has been responsible for a Departmental Overhead Allocation at a set rate of 19% of Regular Salaries. This charge is from E&TA Org. 5610 for staff and administrative support; Human Services Finance indirect charges; and Public Authority share of general Countywide overhead.

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY – 5611

SUMMARY OF REVENUES

- Revenues are recommended at \$1,241,248 a 37% (\$332,299) increase over the current year adopted budget and a 12% (\$130,505) increase over the current year adjusted budget.
 - State Revenue (\$488,976) – Reflects an increase based on the increased budget with a State share of 32.5% of program expenditures.
 - Federal Revenue (\$752,272) – Reflects an increase based on the increased budget, with a Federal share of 50% of program expenditures.

PENDING FACTORS

- On August 1, 2004, a Federal waiver was approved for the portion of IHSS cases that had not previously been eligible for Federal revenue offset. The conversion of these cases was projected to reduce the overall County share-of-cost from 20.5% to 17.5%. However, due to programming changes that have not yet been implemented for CMIPS, the automated IHSS case management and payroll system, a portion of cases that are already eligible for Federal revenue offset under the Federal waiver have not yet been converted. This resulted in a County share of 18.7% instead of the 17.5% that was initially anticipated. Programming changes that will correct this discrepancy are anticipated in April 2006. The FY 2006-07 Recommended Budget assumes the lower County share (17.5%).

IN-HOME SUPPORTIVE SERVICES – PUBLIC AUTHORITY – 5611

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2350	Public Authority Executive Director	E	1	1	\$ 83,439
2297	Principal Staff Analyst	E	1	1	75,028
1940	Social Worker II	1374	1	1	40,083
1904	Job Specialist II	1360	2	2	81,306
3140	Secretary III	1077	1	1	34,639
3620	Program Technician I	1146	1	1	36,833
3110	Office Assistant II	566	7	7	174,752
3080	Office Assistant III	964	3	4	120,159
3110	Office Assistant II (.5 FTE)	866	1	0	0
Subtotal			18	18	\$ 646,239
Bilingual Pay					1,950
TOTAL REGULAR SALARIES					\$ 648,189

FILLED POSITION RECOMMENDED FOR DELETION (October 9, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
2293	Staff Analyst III	Filled	-1	\$ 63,420
	Cost of Restoring Filling Position		-1	\$ 63,420

VACANT POSITION RECOMMENDED FOR DELETION (October 9, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
3110	Office Assistant II (.5 FTE)	Vacant	-1	\$ 12,482
	Cost of Restoring Vacant Position		-1	\$ 12,482

EMPLOYMENT AND TEMPORARY ASSISTANCE IN-HOME SUPPORTIVE SERVICES

BUDGET 6420

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 31,565,552	\$ 33,083,142	\$ 33,933,091	\$ 849,949	3%
Total Appropriations	\$ 31,565,552	\$ 33,083,142	\$ 33,933,091	\$ 849,949	3%
<u>Revenues</u>					
State Aid	\$ 1,623,775	\$ 3,183,819	\$ 3,070,167	\$ (113,652)	-4%
Federal Aid	4,029,864	4,898,183	4,105,327	(792,856)	-16%
Misc Revenues	1,485	0	0	0	0%
Realignment Social Services	21,353,208	25,001,140	26,757,597	1,756,457	7%
Total Revenues	\$ 27,008,332	\$ 33,083,142	\$ 33,933,091	\$ 849,949	3%
<u>Net County Cost</u>	\$ 4,557,220	\$ 0	\$ 0	\$ 0	0%

EMPLOYMENT AND TEMPORARY ASSISTANCE – IN-HOME SUPPORTIVE SERVICES – 6420

FUNCTION

The In-Home Supportive Services (IHSS) Program is administered by the Department of Employment and Temporary Assistance (E&TA) and provides in-home services to eligible aged, blind, or disabled individuals as an alternative to out of home care. IHSS recipients are unable to perform certain activities themselves and cannot remain safely in their own homes unless such services are available. This may include meal preparation, laundry, heavy cleaning, non-medical personal services, transportation, and protective supervision. Services are rendered by IHSS providers who are hired and employed by the IHSS recipients. The IHSS Public Authority serves as the 'employer of record' for providers and participates in union contract negotiations. This budget reflects the total IHSS provider health benefits costs and the County share of providers' salaries, payroll taxes, Workers' Compensation, and CMIPS charges.

OVERVIEW

Effective August 15, 2005, administration of the IHSS program was transferred from the Department of Behavioral Health to E&TA. The 2006-07 Recommended Budget of \$33,933,091 reflects a 3% (\$849,949) increase from the 2005-06 Adopted Budget due to the anticipated growth in provider paid hours. This budget includes \$8,828,661 in total health benefits costs and \$25,104,430 in County share of salaries, payroll taxes, CMIPS, and Workers' Compensation charges. The total County share-of-cost (\$26,757,597) is 100% financed with Social Services Realignment revenue with no net County cost. Staff support for program eligibility services is provided through the E&TA budget (5610). The IHSS Public Authority budget (5611) provides supervision to individual IHSS providers and serves as their 'employer of record'.

SUMMARY OF CAO RECOMMENDATIONS

OTHER CHARGES

- Recommended funding of \$33,933,091 reflects a 3% (\$849,949) increase from the current year and takes into account a 7% increase in estimated provider paid hours from \$13,751,807 in 2005-06 to \$14,714,434 in 2006-07.
 - Provider Salaries and Health Benefits rates are budgeted based at the current rates of \$8.15 per hour for Salaries, \$0.78 per hour for payroll taxes, and \$0.60 per hour for health benefits.
 - County Share of annual CMIPS and Workers' Compensation charges are estimated to increase 5% from \$476,000 in 2005-06 to \$499,800 in 2006-07 based on actual charges.

EMPLOYMENT AND TEMPORARY ASSISTANCE – IN-HOME SUPPORTIVE SERVICES – 6420

SUMMARY OF REVENUES

- Revenues are recommended at \$33,933,091, a 3% (\$849,949) increase over the current year.
 - State Revenue (\$3,070,167) – Reflects a decrease based on State share of provider health benefit costs.
 - Federal Revenue (\$4,105,327) – Reflects a decrease based on Federal share of provider health benefit costs.
 - State/Local Program Social Services Realignment Trust Fund (\$26,757,597) – Reflects an increase from the current year Adopted Budget based on available realignment revenues.

PENDING FACTORS

- On August 1, 2004, a Federal waiver was approved for the portion of IHSS cases that had not previously been eligible for Federal revenue offset. The conversion of these cases was projected to reduce the overall County share-of-cost from 20.5% to 17.5%. However, due to programming changes that have not yet been implemented for CMIPS, the automated IHSS case management and payroll system, a portion of cases that are already eligible for Federal revenue offset under the Federal waiver have not yet been converted. This resulted in a County share of 18.7% instead of the 17.5% that was initially anticipated. Programming changes that will correct this discrepancy are anticipated in April 2006. The 2006-07 Recommended Budget assumes the higher County share (18.7%).
- The IHSS Public Authority will enter into union contract negotiations during late 2005-06 FY. Should this result in an increase in provider salaries and benefits, the department will return to the Board of Supervisors to request an adjustment in the budget.

NOTES

HUMAN SERVICES FINANCE

BUDGET 5600

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 4,406,661	\$ 5,213,091	\$ 5,201,238	\$ (11,853)	0%
Services & Supplies	3,245,478	1,394,476	1,326,031	(68,445)	-5%
Residual Equity					
Transfer	4,524	15,000	0	(15,000)	-100%
Total Appropriations	\$ 7,656,663	\$ 6,622,567	\$ 6,527,269	\$ (95,298)	-1%
<u>Revenues</u>					
Federal Aid	\$ 25,328	\$ 394,954	\$ 378,744	\$ (16,210)	-4%
Charges for Services	269,278	0	0	0	0%
Intrafund Revenues	7,352,360	6,227,613	6,148,525	(79,088)	-1%
Total Revenues	\$ 7,646,966	\$ 6,622,567	\$ 6,527,269	\$ (95,298)	-1%
<u>Net County Cost</u>	\$ 9,697	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	87	87	87	0	

HUMAN SERVICES FINANCE – 5600

FUNCTION

The Human Services Finance (HS Finance) budget provides for centralized financial services for the Human Services departments, which include the Departments of Managed Care (5601), Substance Abuse (5602), Employment & Temporary Assistance (5610), Community Health (5620), Behavioral Health (5630), Children and Family Services-Mental Health (5640) and Children and Family Services-Social Services (5641). State and Federal program funding, through the Human Services departments, reimburses all costs included in this budget. This budget unit has been a division of the Auditor-Controller/Treasurer-Tax Collector Department (AC/TTC) since July 1, 2004.

OVERVIEW

The 2006-07 Recommended Budget of \$6,527,269 reflects a 1% (\$95,298) decrease in appropriations from the 2005-06 Adopted Budget due primarily to the increase in projected salary savings from 2% to 4%, the decrease in Workers' Compensation charges, and the reduction of appropriations in Services and Supplies. Staffing is recommended at 87 positions.

DEPARTMENT COMMENTS

The Human Services Finance Department is a centralized unit designed to provide accounting and finance services to the program-specific Human Services departments (Community Health, Employment and Temporary Assistance, Behavioral Health, Substance Abuse, Managed Care, and Children and Family Services for Mental Health and Social Services). The centralization of the finance functions allows for economies of scale by combining similar functions and tasks into one department. The funding streams and reporting requirements for Human Services programs are similar and interrelated.

"Providing accurate, timely, and friendly fiscal support services for the Human Services departments" is the vision statement which guides the department. Integration with the AC/TTC to standardize and improve processes is ongoing, as well as documentation of work flows, review of reporting requirements and deadlines, and audits of compliance with federal and state regulations.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- The Department of Children and Family Services (5640) was divided into two Departments (Children and Family Services-Mental Health [5640] and Children and Family Services-Child Welfare [5641]) during the 2005-06 FY to more clearly identify costs for cost reporting purposes.
- Salaries and Benefits represent a decrease (\$11,853) from the current year due to the increase in projected salary savings and the decrease in Workers' Compensation rates.

SERVICES AND SUPPLIES

- Services and Supplies represent a 5% decrease from the current year primarily due to the reduction of PeopleSoft and Liability Insurance charges.

HUMAN SERVICES FINANCE – 5600

SUMMARY OF REVENUES

- Revenues are recommended at \$6,527,269, a 1% (\$95,298) decrease from the current year due to reduction in the appropriations for services and supplies.
 - Federal Aid reflects a decrease in Medi-Cal Administrative Activities revenues used to cover the staff cost associated with the program.
 - Intrafund Revenues reflects the reimbursement of Departmental Overhead Charges from other Human Services departments.

PENDING FACTORS

- The implementation of CalWin in July 2006 (a new social services information system in Employment & Temporary Assistance) and the demise of the CaseData Management System will directly impact the workflow of HS Finance. The magnitude of the impact is as yet unclear. Due to issues with the Medi-Cal cost settlement process and the implementation of the Mental Health Services Act (Proposition 63), additional resources have been assigned to mental health tasks. In addition, the search for a new mental health system, which will meet current needs and correct shortcomings in the cost settlement process, is consuming resources. Once a new system is identified, resources will continue to be needed for implementation.

HUMAN SERVICES FINANCE - 5600

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2212	Systems & Procedures Analyst I/II	1930	1	1	\$ 45,151
2218	Deputy Director - Human Services Finance	D	1	1	85,854
2240	Senior Systems & Procedures Analyst	2161	1	1	73,324
3227	Human Services Finance Financial Analyst	F	1	1	66,866
3080	Office Assistant III	915	4	5	152,600
3125	Office Assistant I	917	1	1	80,043
3110	Office Assistant II	822	4	1	27,867
3160	Secretary IV	1128	1	1	37,242
3205	Account Clerk II	860	14	10	284,293
3210	Account Clerk I	1370	2	4	59,036
3215	Accountant I/II	1585	9	8	338,738
3235	Supervising Account Clerk I	1106	2	1	74,978
3240	Supervising Account Clerk II	1237	4	4	161,325
3245	Accounting Technician	1237	2	2	91,443
3255	Senior Accountant	1851	10	11	676,745
3260	Account Clerk III	967	28	33	1,062,597
3225	Accounting & Financial Division Chief	F	2	2	151,014
Subtotal			87	87	\$ 3,469,116
Bilingual Skill Pay					3,000
Less Salary Savings					(138,886)
TOTAL REGULAR SALARIES					\$ 3,333,230

HEALTH AND WELFARE TRUST FUND

BUDGET 5243

Trust Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Interfund Transfers Out	\$ 126,055,426	\$ 132,125,455	\$ 146,845,095	\$ 14,719,640	11%
Total Appropriations	\$ 126,055,426	\$ 132,125,455	\$ 146,845,095	\$ 14,719,640	11%
<u>Revenues</u>					
Sales Tax	\$ 76,011,850	\$ 77,590,651	\$ 80,879,864	\$ 3,289,213	4%
Other Financing	52,547,547	54,034,804	57,804,152	3,769,348	7%
Carryover	0	500,000	8,161,079	7,661,079	1532%
Total Revenues	\$ 128,559,397	\$ 132,125,455	\$ 146,845,095	\$ 14,719,640	11%
<u>Revenues in Excess of Expenditures</u>	\$ (2,503,971)	\$ 0	\$ 0	\$ 0	0%

HEALTH AND WELFARE TRUST FUND – 5243

FUNCTION

Assembly Bill 1288 of 1991 requires counties to establish a local Health and Welfare Trust Fund (H&WTF) for proceeds of sales tax designated for State/Local Program Realignment. Counties must also deposit into the fund an amount equivalent to the Vehicle License Fee (VLF) revenues they receive in the County's General Fund from the Local Revenue Fund of the State for Realignment. The statute also requires counties to deposit a continuing match of local funds for health and mental health services. Realignment revenues and local matching funds are directed for deposit into three accounts within the H&WTF: Social Services Account, Health Account, and Mental Health Account.

Monies in the H&WTF may only be expended for purposes of providing realigned mental health, public health, indigent health care, social services, and juvenile justice programs previously funded under Assembly Bill 90. Former County Stabilization revenues were also replaced by Social Services Account revenues. The County is permitted to spend Stabilization funds for general county purposes rather than solely among the realigned social services programs.

OVERVIEW

The 2006-07 Recommended Budget of \$146,845,095 represents an 11% (\$14,719,640) increase in revenues over the 2005-06 Adopted Budget based on projected Realignment Sales Tax and VLF revenues and carryover funds budgeted for 2005-06. Realignment Sales Tax and VLF revenue projections for 2006-07 reflect a 4% increase (\$3,289,213) and 7% increase (\$3,769,348) respectively over the 2005-06 Adopted Budget. Trust Fund Carryover is budgeted at a 1,532% (\$7,661,079) increase over the current year.

Fresno County received \$5,800,136 in 2005-06 for the remainder of caseload growth payments owed for 2002-03 and a portion of funds owed for 2003-04. A balance of \$1,266,418 is still owed for 2003-04 and \$2,456,852 is owed for 2004-05. At this time, \$1,914,184 is projected to be received in 2006-07, which will cover the balance owed for 2003-04 and a small portion of that owed for 2004-05.

SUMMARY OF CAO RECOMMENDATIONS

INTERFUND TRANSFERS OUT

- Recommended funding represents the payments from the H&WTF to the various General Fund operating budgets. Transfers are projected at \$146,845,095 for 2006-07 as shown below:

	2005-06	2006-07	INCREASE/(DECREASE)
Sales Tax	\$ 77,590,651	\$ 80,879,864	\$ 3,289,213
County Local Match	11,359,752	11,359,752	0
County VLF Match	42,675,052	46,444,400	3,769,348
Trust Fund Carryover	500,000	8,161,079	7,661,079
TOTAL	\$132,125,455	\$146,845,095	\$14,719,640

HEALTH AND WELFARE TRUST FUND – 5243

SUMMARY OF REVENUES

- Revenues are recommended at \$146,845,095, reflecting an 11% (\$14,719,640) increase over the current year.
- Sales Tax \$80,879,864 - Revenues are estimated at a 7% (\$3,289,213) increase over the current year budgeted level based on the estimated actual revenue for 2005-06 and growth revenues projected for 2006-07. Of the total \$80,879,864 in estimated sales tax revenues, \$46,495,023 is earmarked by law for social services and former Juvenile Justice Assembly Bill 90 programs; \$9,746,315 for mental health programs; \$21,801,526 for health programs; and \$2,837,000 to replace former County Stabilization revenues. Included in the estimated social services revenues is \$1.9 million for caseload growth revenue, which is estimated, based on the State's proposed 2006-07 Budget projection.
- Other Financing \$57,804,152 - Revenues are estimated at a 7% (\$3,769,348) increase over the 2005-06 budgeted level reflecting an increase in projected VLF revenues. These revenues represent payments from the General Fund, County Medical Services budget (5240), for the required County match for health services of \$39,965,993, mental health services of \$15,818,907 and social services of \$2,019,252. The local match for health, mental health, and social services includes \$46,444,400 in County funds equivalent to Realignment VLF revenue received into the General Fund, which also includes mental health VLF Collection Account revenue of \$727,543.
- Carryover \$8,161,079 - Realignment carryover funds of \$8,161,079 are recommended for 2006-07.

NOTES

**COMPLIANCE
BUDGET 5635
General Fund**

	<u>Actual 2004-05</u>	<u>Adopted 2005-06</u>	<u>Recommended 2006-07</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 69,830	\$ 267,541	\$ 301,698	\$ 34,157	13%
Services & Supplies	348	131,662	100,331	(31,331)	-24%
Total Appropriations	\$ 70,178	\$ 399,203	\$ 402,029	\$ 2,826	1%
<u>Revenues</u>					
State Aid	\$ 0	\$ 268,003	\$ 270,829	\$ 2,826	1%
Op Trans In - Special Rev	\$ 0	\$ 131,200	131,200	0	0%
Total Revenues	\$ 0	\$ 399,203	\$ 402,029	\$ 2,826	1%
<u>Net County Cost</u>	\$ 70,178	\$ 0	\$ 0	\$ 0	0%
	<u>Budgeted 2004-05</u>	<u>Current 2005-06</u>	<u>Recommended 2006-07</u>	<u>Increase/ Decrease</u>	
Position Summary	3	3	3	0	

COMPLIANCE – 5635

FUNCTION

The Compliance Office (within the County Administrative Office) develops and implements policies, procedures, and practices designed to ensure compliance with the Integrity Agreement, and with Federal health care program requirements. The responsibilities include analysis of the departments' risk, monitoring of internal and external audits and investigations related to compliance, coordinating compliance training and education, investigating and resolving compliance issues and promoting an awareness and understanding of the positive ethical and moral practices consistent with the mission and values of the County and those required by all applicable laws, regulations, rules or guidelines.

OVERVIEW

The 2006-07 Recommended Budget of \$402,029 reflects a 1% (\$2,826) increase in appropriations over the 2005-06 year. Projected revenues are \$402,029, an increase of 1% (\$2,826) over the 2005-06 year. This program is partially funded with the State Managed Care Allocation, quality improvement and realignment revenues; there is no additional net County cost. Staffing is recommended at three positions.

DEPARTMENT COMMENTS

The Compliance office has trained over 900 County employees and over 400 contractors. The Compliance office has also reviewed over 30 County mental health programs which consisted of almost 1,700 paid claims amounting to over \$261,000. A confidential disclosure program is in place to report any activities that may violate the Compliance program's mission, standards, and any applicable laws, regulations, rules or guidelines. In the first year of the Integrity Agreement, the Compliance office investigated 17 reports of non-compliance which were disclosed through this disclosure program. The Compliance office must continually keep abreast of changes in Federal, State and any other applicable laws, related to the provision and reimbursement of mental health services and amend or develop County or Compliance Program policies and procedures to ensure adherence to and compliance with these laws and regulations.

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Salaries and Benefits represent a net increase of \$34,137 (13%) over the current year primarily due to increases in benefit costs. There are no increases in positions for the 2006-07 year.

SERVICES AND SUPPLIES

- Services and Supplies represent a \$31,331 (24%) decrease from the current year primarily due to a projected decrease in contractor costs for Independent Review as mandated under the compliance agreement.

COMPLIANCE – 5635

SUMMARY OF REVENUES

- Revenues are recommended at \$402,029, a 1% increase over the current year. This reflects an increase in quality improvement revenue.

COMPLIANCE - 5635

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1384	Compliance Officer	D	1	1	\$ 99,204
3140	Secretary IV	926	1	1	38,232
2270	Senior Administrative Analyst	F	1	1	68,392
Subtotal			3	3	\$ 205,828
TOTAL REGULAR SALARIES					\$ 205,828

NOTES

II. JUSTICE SERVICES

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SHERIFF

BUDGET 3111

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 97,324,586	\$ 106,453,226	\$ 111,610,945	\$ 5,157,719	5%
Services & Supplies	16,863,214	22,959,141	20,503,620	(2,455,521)	-11%
Total Other Charges	1,364,291	26,278	25,817	(461)	-2%
Fixed Assets	822,482	0	1,315,988	1,315,988	100%
Total Appropriations	\$ 116,374,573	\$ 129,438,645	\$ 133,456,370	\$ 4,017,725	3%
<u>Revenues</u>					
Licenses & Permits	\$ 7,500	\$ 7,500	\$ 7,500	\$ 0	0%
Fines, Forf. & Penalties	730,583	559,476	311,188	(248,288)	-44%
Taxes	55,710	61,501	0	(61,501)	-100%
State Aid	4,666,746	2,535,808	3,249,749	713,941	28%
Federal Aid	4,436,468	2,073,710	1,753,719	(319,991)	-15%
Charges for Services	21,722,901	23,555,169	23,671,941	116,772	0%
Misc. Revenues	941,544	323,577	639,464	315,887	98%
Intrafund Revenues	2,410,793	2,892,701	1,074,336	(1,818,365)	-63%
Total Revenues	\$ 34,972,245	\$ 32,009,442	\$ 30,707,897	\$ (1,301,545)	-4%
<u>Net County Cost</u>	\$ 81,402,328	\$ 97,429,203	\$ 102,748,473	\$ 5,319,270	5%
Proposition 172 Funds	\$ 27,200,000	\$ 27,776,000	\$ 37,002,446	\$ 9,226,446	
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	1,062	1,141	1,148	7	

SHERIFF – 3111

FUNCTION

The Sheriff's Department is responsible for the apprehension of criminal suspects, investigations, gathering and preservation of evidence, and incarceration of prisoners. The department also serves civil court documents and fulfills or facilitates crime prevention activities. The Sheriff's department provides community and youth services programs that afford education, professional expertise, and a law enforcement presence for communities, schools, youth and neighborhood associations.

The Sheriff's Adult Detention division includes responsibility for the operation of the Downtown Detention and Satellite jail facilities. The downtown facilities are used to detain persons awaiting court appearance, to house high security inmates sentenced to serve terms of one year or less and inmates convicted of misdemeanor crimes. The Satellite facility houses inmates who are assigned to work at various sites within Fresno County.

This budget finances all of these activities and includes department revenues for law enforcement contract services and grant funded programs. The Sheriff's Department administers thirty-two individual contract and grant programs and generates departmental revenue from over 70 sources.

OVERVIEW

The 2006-07 Recommended Budget of \$133,456,370 reflects a 5% increase in net County cost above the current year Adopted Budget.

The recommended budget includes funding from 32 grant and contract programs. This budget appropriates Federal grant funding for the following programs: Community Development Block Grant (Crime Prevention), Marijuana Suppression, Drug Suppression, DNA Capacity, DNA Backlog, Project Safe Neighborhood, National Integrated Ballistics Identification Network, Justice Assistance Grant, Huntington Lake Recreational Area and Domestic Cannabis Eradication Suppression. This budget appropriates State grant funding for the following programs: Boating, CAL-MMET, the California Identification Remote Access Network (CAL-ID), the Rural Crime Prevention Program, the Prisoner Transportation Unit, the Helicopter program and State Indian Gaming Special Distribution Fund. Local services funding is budgeted for the Sheriff's Court Services Unit, the Fresno-Madera Area Agency on Aging, Special Events for Public Entities, Off Road Vehicle Parks and Proposition 36 and 69 services. Other funding in this budget unit is for law enforcement services contracts with the cities of San Joaquin, Mendota and Orange Cove, the Central Unified School District, Fig Garden Police Protection District, and the U.S. Forest Service. Department revenue earned by the Inmate Welfare Trust Fund and the Debtors Assessment Trust Fund is also included in this budget.

The County remains under a Federal court order as a result of jail overcrowding. The Federal court order authorizes the Sheriff to release inmates from the Adult Detention Facilities or to refuse to accept inmates for booking when any facility or specific housing unit of the system reaches 90% of capacity. The order further mandates that the Sheriff release inmates or refuse to accept newly committed inmates when the total population reaches 100% of capacity in any cell, housing unit or facility. The current four jails operate as a system to house the average daily population of almost 3,200 inmates. Average jail population continues to grow at over 4% a year and is currently 6% below the 90% system-wide threshold.

SHERIFF – 3111

DEPARTMENT COMMENTS

EXECUTIVE SUMMARY - In the past five years:

- The population of Fresno County has increased by 84,243.
- Law Enforcement Calls for Service have increased by 32% to 320,301 annually.
- Part One Crime Rate including Murder, Manslaughter, Rape, Robbery, Thefts, Assault, Burglary and Auto Theft has increased by 28%.
- The number of validated street gang members has increased by approximately 34%.
- The number of general fund Sheriff Deputies for field services has had no growth.

The allocation of general fund revenue in the CAO's recommended budget is \$2.2 million dollars short of funding the existing service level plus \$6 million short of the amount needed to respond to the growing law enforcement needs generated by Fresno County's increasing population and incidence of crime.

Through a combination of conservative business practices and increased billable services the department has \$3 million available from the current year appropriations to apply against the shortfall. We ask that this unspent net County cost be allocated to our 2006-07 Adopted Budget covering the entire \$2.2 million funding shortfall needed to maintain existing service level, and purchase the vehicles needed for the existing patrol/UMC deputies.

The State Sheriff's Association and CSAC believe that the expected elimination of department revenue due to booking fees will be replaced by the State and revenue will remain status quo. The Governor's May revise reinstates Standards and Training for Corrections (STC) funding. Combined, this will provide an additional \$1.25 million, of general fund revenue that we ask be included in our appropriations in the adopted budget.

<u>DEPARTMENT REQUESTS:</u>	<u>COST:</u>	<u>FUNDING:</u>
Maintain existing staff and existing service level.	\$2,200,000	Sheriff's savings in 2005-06 Net County cost
20 Vehicles for Patrol/UMC Deputies	828,000	Sheriff's savings in net County cost
Salaries, Overtime & Benefits for 6 detectives	553,000	Replacement Booking Fee Revenue
Detective Vehicles	253,000	Replacement Booking Fee Revenue
Staff Analyst for Detention Division	100,000	Replacement Booking Fee Revenue
Salaries, Overtime & Benefits for 32 deputies, (1 st 1/3 toward 2/1,000)	2,947,000	\$250,000 in STC Revenue, the rest - additional general fund request
32 Patrol Vehicles (Toward 2 Deputies/1,000 residents)	1,319,000	Additional general fund request
TOTAL	\$8,200,000	

SHERIFF – 3111

FISCAL IMPACT

- The CAO's 2006-07 Recommended Budget reflects an additional \$58.8 million dollars for the General Fund.
- The Sheriff's Department allocation of the net County cost last year was 34%. Consideration by your Board of a similar percentage this year would cover the total requests listed above and leave millions of dollars left over.

HISTORY

During the last two budget years the Sheriff's Department has requested additional general fund deputy positions consistent with the County General Plan striving for two deputies per 1,000 residents. Each of these budget years the Sheriff's Department has been asked by your Board to operate under fiscal constraints. Each year the Sheriff's Department has been able to meet our target budget and on several occasions was able to return excess revenue to your Board. While we were successful in meeting or bettering our target budget our ability to deliver excellent public safety services that the residents of Fresno County expect and deserve was being eroded. As noted in previous budget proposals from the Sheriff's Department the variety of issues listed in the executive summary above continues to negatively impact our ability to meet our mission. To date we have been unsuccessful in moving towards requested staffing levels and request 32 additional patrol deputies in this budget. If that were to occur, the Sheriff's Department would remain approximately 70 deputies below the number needed to achieve two per thousand residents. The addition of the thirty two deputies requested would however administer an urgent transfusion of staff and begin to reverse our trend of falling further and further behind in our abilities to fight crime.

DISCUSSION

In addition, law enforcement in general and the Sheriff's Department specifically has had to adapt and respond to increasingly complex and sophisticated criminal enterprises often linked to technology. Since January of 2004 through March of this year we have investigated approximately 800 reported identity theft related crimes. This type of crime continues to spiral out of control and each victim's ordeal is often devastating. Computer crimes related to possession and or distribution of child pornography have escalated at the same speed as the popularity of the internet. The lone Sheriff's detective working with Immigration and Customs Enforcement (ICE) targeting these crimes has made 33 felony arrests during the last year. We believe this is just the tip of the iceberg. Experts estimate that one in five children using the internet receive an unwanted sexual solicitation over the course of a year. Agricultural crime as a whole, and metal thefts in particular have exploded. The demand for metal by foreign countries has caused prices paid for scrap metal to significantly increase, which in turn attracts the criminal element. Fresno County farmers and ranchers make up the vast majority of our victims of this crime and the residual costs are astronomical. The nature and number of these crimes could easily justify a unit dedicated solely to these investigations. This budget requests six additional detectives, two each to work identity theft, child pornography and metal theft cases. Homeland security responsibilities remain a priority and continue to demand staff time from top to bottom.

Of course none of the other calls for service or investigations have gone away, so the workload placed on the Sheriff's Department continues to grow, and that trend will continue. Sheriff's staff has done an outstanding job of doing more with less for years. That time is gone and in its place is the reality of diminishing returns. We are at the point where we have exhausted our capacity to respond to the crimes and quality of life issues that we are

SHERIFF – 3111

confronted with on a daily basis. We are firmly mired in the quicksand of increased population, increased calls for service and increased crime numbers and the complexity thereof. Simply put there are not enough deputy sheriffs to meet the demands for service which leaves us with a dilemma. What calls do we answer and what investigations do we conduct? Which victim's calls for help will go unanswered or unfulfilled?

Continuing to operate a public safety organization under "current service levels" may create a false sense of security. While our ability to provide service remains constant the demands for service continue to grow at an aggressive pace. The result is inefficiencies as related to crime prevention, intervention, enforcement and incarceration. Available patrol deputies spend more time answering calls and less time doing proactive, directed patrol. This in turn creates an environment for more crimes to occur and less detective time available to investigate and make arrests. The end result is more criminals on the street and not in jail. To compound this problem our current jail capacity is nearing its limit and court ordered mandatory prisoner releases are imminent.

ACTION TIMEFRAME

The risk Fresno County finds itself in cannot be emphasized enough regarding the very real circumstance of the Sheriff's Department not having enough staffing resources to deliver adequate public safety services. To date the negative effects have been reasonably disguised as we moved staff from one priority to another, and did more with less. We are at the crossroads and a wrong turn will result in a drastic reduction in quality of life for our residents that we may not recover from for years to come.

As Sheriff I am asking the Board of Supervisors, in the interest of public safety, to reconsider the current budget allocations which effectively reduce our law enforcement capabilities.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Increased costs from mandated salary and benefit increases total \$6.6 million.

SALARIES AND BENEFITS

- The recommended salaries and benefits is \$2.2 million short of funding the current year staffing level.
 - To provide 7x24x365 warrant information to Sheriff Deputies, Police Officers and Department of Justice teletype inquiries, \$177,000 has been moved from the Overtime budget to regular Salaries and Benefits to fund four Office Assistant Record Clerks, one additional permanent position for each shift.

SERVICES AND SUPPLIES

- Actual Services and Supplies expense represents an increase primarily due to new handguns funded by additional Indian Gaming revenue and increases in food, fuel and maintenance costs.
 - The annual \$1.3 million expense for new vehicles had been budgeted under Services and Supplies for lease payments in prior years. It has been moved to the Fixed Asset account for the purchase of vehicles for 2006-07.

SHERIFF – 3111

SUMMARY OF REVENUES

- Departmental revenues are recommended at \$30,707,897. The Detention division is projected to earn \$9.9 million and \$20.8 million is projected to be earned through contracts and grants from Law Enforcement activities. Allocation of Local Public Safety Fund Revenues from Proposition 172 is \$37,002,446.
- The 4% decrease in Departmental Revenues compared to the current year is due to the consolidation of the Sheriff's previous three budgets into the single Sheriff 3111 budget. As a result of the Sheriff's budget consolidation the \$2 million dollars previously budgeted in appropriation and revenue transfer clearing accounts is no longer required.
- Due to the uncertainty of pending legislation the \$1 million booking fee revenue budgeted in the current year is not included in this budget.

CONTRACT AND GRANT PROGRAMS

RURAL CRIME TASK FORCE: GRANT FUNDS \$492,090

This program was created as part of the California State Budget Act of 1998 and is financed through the State Office of Emergency Services (OES). Under the program, the District Attorney's Office and Sheriff's Department Rural Investigative Unit work in partnership with all agricultural and livestock industries/interests in Fresno County to reduce the losses caused by criminal activity and vigorously prosecute all cases.

NARCOTICS - DRUG SUPPRESSION: GRANT FUNDS \$327,259

The Fresno County Narcotics Suppression Project, in its seventeenth year, is a Countywide collaborative effort. These grant funds come through the OES to provide Federal assistance from the Anti-Drug Abuse Act of 1988. Under the program, Sheriff's Deputies, Community Service Officer and Criminalist work in partnership with the District Attorney and Probation Department on drug suppression cases.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG): GRANT FUNDS \$431,352

The CDBG grant funds help support Sheriff services to low and moderate income areas.

JUSTICE ASSISTANCE GRANT (JAG): GRANT FUNDS (\$62,161)

This is the tenth year of funding from the U.S. Department of Justice for front line law enforcement functions, including the purchase of equipment. Adoption of a formal spending plan, required for receipt of these funds, was presented to the Board of Supervisors on March 21, 2006.

MARIJUANA SUPPRESSION: GRANT FUNDS (\$118,905)

The purpose of this program is to support the detection, prevention, apprehension, eradication, and prosecution activities of the Sheriff and District Attorney against marijuana cultivators in Fresno County.

COPS (AB 3229)-LAW ENFORCEMENT-HELICOPTER PROGRAM: GRANT FUNDS (\$323,489)

These grant funds are authorized for use in front line law enforcement, specifically, operation of the department's helicopter program.

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COPS (AB3229)-DETENTION FACILITIES-PRISONER TRANSPORT: GRANT FUNDS (\$247,225)

These funds are authorized for use in the operation of the Prisoner Transportation Unit for the Adult Detention Facilities.

INMATE WELFARE TRUST FUND - OFFENDER PROGRAMS: CHARGES FOR SERVICES (\$2,340,470)

Pursuant to Penal Code section 4025 the Inmate Welfare Trust Fund (IWF) finances programs for the benefit, education, and welfare of the inmates confined within the jail. The following positions within this budget are funded from the IWF. One Correctional Sergeant, one Deputy Sheriff, 16 Correctional Officers, one Senior Accountant, one Supervising Account Clerk, four Account Clerks, two Office Assistants, one Offender Programs Manager, one Offender Programs Supervisor, one Volunteer Services Coordinator, one Recreational Therapist, and three Social Workers.

COURT SERVICES UNIT: CHARGES FOR SERVICES (\$10,858,369)

This unit provides security and bailiff services to the Fresno County Superior Court. The Court Services Unit is comprised of one Sheriff's Lieutenant, six Sheriff's Sergeant, 82 Deputy Sheriff, 16 Community Service Officers, 1 Account Clerk, 1 Office Assistant and 3 Communication dispatcher positions.

PROPOSITION 36: CHARGES FOR SERVICES (\$51,894)

Proposition 36, the Substance Abuse and Crime Prevention Act of 2000, was passed by the voters in November 2000. The charges for services are to provide security to the Proposition 36 Drug Court.

CAL-ID REMOTE ACCESS NETWORK (RAN): GRANT FUNDS (\$103,666)

These grant funds support the Multi-Agency SuperQuery system. This system provides law enforcement agencies working within the County access to the Records Management System, Jail Management System and 911 data to improve officer and victim safety.

NATIONAL INTEGRATED BALLISTICS IDENTIFICATION NETWORK (NIBIN): GRANT FUNDS (\$2,500)

These grant funds support the joint operation task force that provides resources to assist the Department of Alcohol, Tobacco and Firearms in ballistics investigations.

LAW ENFORCEMENT SERVICES – CITIES OF MENDOTA, ORANGE COVE, AND SAN JOAQUIN: CHARGES FOR SERVICES (\$783,782)

Contracted law enforcement and patrol services to the cities of Mendota, Orange Cove, and San Joaquin

CENTRAL HIGH SCHOOL WEST CAMPUS: CHARGES FOR SERVICES (\$65,102)

Contracted law enforcement services to Central Unified School District's Central High School West Campus for intervention, prevention, education, and enforcement activities.

FIG GARDEN POLICE PROTECTION DISTRICT: CHARGES FOR SERVICES (\$291,696)

Contracted law enforcement service to the Fig Garden Police Protection District.

SHERIFF – 3111

BOATING AND WATERWAYS: GRANT FUNDS (\$356,210)

State grant funds provide for basic boating and safety enforcement.

HUNTINGTON LAKE RECREATIONAL AREA: CHARGES FOR SERVICES (\$35,926)

Contract law enforcement services to the United States Department of Agriculture (USDA), Forest Service, Sierra National Forest at Huntington Lake Recreational Area to respond to calls for service, routine patrol, necessary investigation of criminal offenses, and to insure the general safety of recreational activities.

SIERRA AND SEQUOIA NATIONAL FORESTS CONTROLLED SUBSTANCES:

CHARGES FOR SERVICES (\$21,954)

Contract law enforcement services to support the U.S. Department of Agriculture, Forest Service, Sierra and Sequoia National Forests. Enforcement operations to suppress manufacturing and trafficking of controlled substances on or affecting the administration of National Forest system lands, with the priority of detection, apprehension, and prosecution.

SPECIAL EVENTS FOR PUBLIC ENTITIES: CHARGES FOR SERVICES (\$22,197)

Law enforcement services for activities and events sponsored by various public entities.

DEBTORS ASSESSMENT TRUST FUND: CHARGES FOR SERVICES (\$85,798)

The staffing and equipment costs incurred by the Civil Division to process civil collections and payments within required time frames are charged directly to the fund balance.

DNA CAPACITY ENHANCEMENT: GRANT FUNDS (\$70,000)

These grant funds from the U.S. Attorney's Office, a division of the Department of Justice, are authorized to be used to improve the infrastructure and analyzing capacity of the Forensic Laboratory's DNA Unit.

PROJECT SAFE NEIGHBORHOODS PROGRAM: GRANT FUNDS (\$94,346)

These grant funds from the Department of Justice are authorized to be used within the Forensic Laboratory to combat gun and youth violence

DNA BACKLOG: GRANT FUNDS (\$40,000)

These grant funds from the Department of Justice are authorized for use by the Forensic Laboratory to reduce the backlog of DNA casework.

FRESNO-MADERA AREA AGENCY ON AGING: GRANT FUNDS (\$75,000)

These grant funds from the Fresno-Madera Area Agency on Aging are a pass through from the U.S. Dept of Health and Human Services to be used to provide training to local law enforcement agencies and other mandated reporters in the identification and investigation of elder abuse. There is a 10% County match, \$7,500, required by the granting agency.

STATE INDIAN GAMING SPECIAL DISTRIBUTION: GRANT FUNDS (\$630,997)

Funds will be used to supplement patrol Deputies and \$515,000 for weapons.

SHERIFF – 3111

DOMESTIC CANNABIS ERADICATION/SUPPRESSION PROGRAM: GRANT FUNDS (\$38,548)

These grant funds from the United States Department of Justice Drug Enforcement Administration are provided to assist in the eradication and suppression of illicit marijuana.

OFF-ROAD VEHICLE: FUNDS FROM OUTSIDE AGENCIES (\$16,500)

The State Department of Motor Vehicles collects fees for off-highway identification certificates. One-third of the fee is returned to the purchaser's County of residence. Funding provides for ongoing maintenance costs associated with equipment purchased for off-road law enforcement activities.

CALIFORNIA MULTI-JURISDICTIONAL METHAMPHETAMINE ENFORCEMENT TEAM (CAL-MMET): GRANT FUNDS (\$1,595,648)

These grant funds support the Sheriff Department's participation in the Governor's Methamphetamine Initiative. The goal of the program is to intensify the current methamphetamine eradication efforts of participating law enforcement agencies by providing additional resources for investigators and prosecutors specializing in methamphetamine offenses, and provide support staff, equipment, and facilities. The Sheriff is the lead department in this multi-agency effort in partnership with the District Attorney and the Fresno Police Department.

DNA PROPOSITION 69: GRANT FUNDS (\$71,180)

Proposition 69 requires collection of DNA samples from all felons arrested or charged with specified crimes. These grant funds help to pay for the expanded DNA collection in the jail as required by proposition 69.

PENDING FACTORS

- Due to the uncertainty of pending legislation the \$1.25 million of booking fee and STC (Standards and Training for Corrections) revenue budgeted in previous years was not included when this budget was submitted. Due to the Sheriff's recent conversations and the release of the Governor's May Revised Budget we believe that this \$1.25 revenue will be realized in the General Fund during the 2006-07 FY.

SHERIFF - 3111

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0105	Sheriff	Elected	1	1	\$ 144,680
4007	Assistant Sheriff	C	3	3	361,748
4075	Sheriff Captains	D	5	5	514,685
2317	Sheriff's Administrative Services Director	D	1	1	102,930
4080	Sheriff's Lieutenant	2770	17	17	1,652,530
4085	Sheriff's Sergeant	2530	56	56	4,558,550
4059	Deputy Sheriff IV	2214	70	70	4,996,465
4055	Deputy Sheriff III	2040	192	192	12,603,548
4053	Deputy Sheriff II	1872	127	127	7,442,359
4074	Correctional Lieutenant	2553	7	7	635,913
4073	Correctional Sergeants	2034	34	34	2,272,920
4048	Correctional Officer IV	1787	65	65	3,828,703
4047	Correctional Officer III	1576	219	219	11,792,085
4046	Correctional Officer II	1365	37	39	1,568,112
4045	Correctional Officer I	1231	69	69	2,481,400
4124	Offender Programs Supervisor	1655	1	1	48,346
4122	Offender Programs Manager	F	1	1	69,377
1935	Social Worker III	1544	1	1	49,714
1945	Social Worker I	1247	2	2	80,236
1592	Recreational Therapist II	1415	1	1	45,658
2290	Volunteer Services Coordinator	1442	1	1	46,430
4044	Inmate Supplies Coordinator	1539	1	1	49,570
5090	Laundry Supervisor - Jail	1036	1	1	33,350
5055	Janitor	789	1	1	25,398
5050	Maintenance Janitor	813	3	3	78,528
4180	Rangemaster	1845	1	1	53,892
4185	Community Service Officer	1097	48	48	1,664,824
3613	Supervising Communications Dispatcher	1729	6	6	341,244
3616	Communications Dispatcher Specialist	1570	8	8	403,969
3615	Communications Dispatcher III	1461	20	20	903,094
3610	Communications Dispatcher I	1254	3	3	104,658
3166	Administrative Secretary - Conf	1325	1	1	42,682
3161	Secretary IV - Conf	1195	2	2	76,984
3160	Secretary IV	1188	1	1	38,260
3141	Secretary III - Conf	1086	1	1	34,964
2235	Personnel Tech III - Conf	1280	1	1	41,226
2268	Sheriff's Business Manager	E	1	1	75,368
3255	Senior Accountant	1949	2	2	125,512
2293	Staff Analyst III	1923	1	1	61,152
3210	Accountant I	1443	1	1	41,314
3240	Supervising Account Clerk II	1303	3	3	123,324
3260	Account Clerk III	1018	13	13	416,524

SHERIFF - 3111

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3205	Account Clerk II	906	1	1	\$ 26,464
3440	Stock Clerk II	871	1	1	28,038
5307	Automobile Mechanic	1444	3	3	137,712
5305	Helicopter Mechanic	1580	1	1	50,872
4178	Supervising Process Server	1245	1	1	40,106
4177	Process Server	1111	5	5	178,860
4140	Forensic Services Coordinator	MGT	1	1	97,512
4153	Senior Identification Technician	1751	2	2	112,756
4155	Identification Technician IV	1683	7	7	379,330
4154	Identification Technician III	1562	7	8	402,384
4152	Identification Technician II	1351	4	4	161,930
4150	Identification Technician I	1201	1	1	33,220
4120	Supervising Criminalist	2785	1	1	89,662
4123	Criminalist Specialist	2572	3	3	248,448
4121	Criminalist II	2392	2	2	139,050
4119	Criminalist I	1790	1	1	52,482
2225	Systems & Procedures Manager	E	1	1	78,844
2240	Senior Systems & Procedures Analyst	MGT	1	1	73,298
2212	Systems & Procedures Analyst III	MGT	3	3	186,574
2211	Systems & Procedures Analyst II	MGT	1	1	56,480
3752	Sr. Information Technology Analyst - Sheriff	2474	1	1	79,470
3751	Information Technology Analyst IV - Sheriff	2227	2	2	141,516
3750	Information Technology Analyst III - Sheriff	1869	2	2	118,740
3713	Senior Network Systems Engineer	2536	1	1	71,492
3712	Network Systems Engineer IV	2227	2	2	130,068
3711	Network Systems Engineer III	1853	4	4	223,846
3010	Chief Office Assistant	MGT	1	1	46,482
3070	Supervising Office Assistant II	1287	5	5	202,620
3080	Office Assistant III	964	39	39	1,200,772
3110	Office Assistant II	886	7	11	265,492
3125	Office Assistant I	771	1	1	23,039
Subtotal			1,141	1,148	\$ 65,109,785
Educational Incentives					693,398
Pilot					5,200
Steno Allowance					2,080
Hazardous Duty Pay					18,850
Remuneration					2,106
Auto Allowance					6,156
Lead Worker Allowance					1,300
Holiday Pay					177,938
Bilingual Skill Pay					94,703
Labor Code 4850					1,248,348
Workers Compensation Reimbursement for LC 4850					(624,174)
Uniform Allowance					166,500
Annual Leave Payout - Retirements					211,821
Less Salary Savings					(1,175,527)
TOTAL REGULAR SALARIES					\$ 65,938,484

NOTES

CORONER-PUBLIC ADMINISTRATOR / PUBLIC GUARDIAN

BUDGET 4330

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 2,773,284	\$ 2,945,069	\$ 3,152,087	\$ 207,018	7%
Services & Supplies	606,134	888,623	903,517	14,894	2%
Total Appropriations	\$ 3,379,418	\$ 3,833,692	\$ 4,055,604	\$ 221,912	6%
<u>Revenues</u>					
State-Other	\$ 711	\$ 0	\$ 0	\$ 0	0%
Charges for Services	631,059	698,500	677,000	(21,500)	-3%
Misc. Revenues	56,378	0	0	0	0%
Use of Money & Property	31,913	50,000	45,000	(5,000)	-10%
Intrafund Revenues	776,127	810,000	646,384	(163,616)	-20%
Total Revenues	\$ 1,496,188	\$ 1,558,500	\$ 1,368,384	\$ (190,116)	-12%
<u>Net County Cost</u>	\$ 1,883,230	\$ 2,275,192	\$ 2,687,220	\$ 412,028	18%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	42	40	40	0	

CORONER-PUBLIC ADMINISTRATOR / PUBLIC GUARDIAN – 4330

FUNCTION

The Coroner is mandated to determine manner and cause of death; to inquire into the circumstances of unusual or unattended deaths; homicides, suicides and accidental deaths; deaths due to contagious disease; deaths in prisons or jails and state mental facilities; to identify the deceased and notify next of kin; to act as the County burial authority in burying the indigent or abandoned dead. The Public Administrator is required to take control, protect and manage a deceased's property that is subject to loss, injury, waste or misappropriation either when no other responsible person comes forward or when ordered to do so by the Superior Court. The Public Guardian is responsible for managing the personal and estate affairs of those determined incompetent by the Court to protect individuals from fraud or undue influence and estates from loss, waste or misappropriation.

OVERVIEW

The 2006-07 Recommended Budget of \$4,055,604 represents an 18% (\$412,028) increase in net County cost over the 2005-06 Adopted Budget. This budget maintains current staffing (40 positions) and service levels as FY 2005-06, and provides for increased cost of salaries and benefits and operations. Operational and maintenance costs for grant acquired equipment are the only program enhancements included for the department.

DEPARTMENT COMMENTS

During the last three budget years, as a department, we have reduced staffing due to budget restrictions and reorganized job classifications to better provide services. Two positions lost in the 2005-06 budget year were due to elimination of a payee program funded through contract with the Department of Behavioral Health in favor of an outside contract. Portions of remaining positions funded through the defunct contract were absorbed within the department. All three divisions of the department rely on county tax payer dollars to maintain services. Although the Public Administrator and Public Guardian earn statutory and court ordered fees for their work, the revenue available has never entirely funded the positions of the employees doing the work. The Superior Court continues to rely heavily on these two divisions to rectify issues with decedent estate and conservatorship cases that have been allowed to languish by private executors, administrators and conservators. Too often the amount of investigation required to correct the deficiencies and initiate asset recovery in these types of cases far outweigh the estate's ability to pay earned fees. The Coroner Division remains heavily reliant on county dollars to pay for staff and professional services and supplies required to fulfill this division's statutory obligations. As many professional services and supplies as feasible are contracted out, but continually become more and more expensive as the types of services and technical expertise required to support Coroner operations increases.

Division managers and the department head daily perform many hands on, line functions necessary to maintain the public service the three divisions of the office provide. Support staff members available to help both management and line staff exist at only four budgeted positions for 36 staff members. No supervisory positions exist in any division between division manager positions and line staff. All divisions of the office are falling behind as case loads and demand for service increase. The provision of services and our ability to produce a final product in a timely manner, especially in the Coroner Division, is severely affected with

CORONER-PUBLIC ADMINISTRATOR / PUBLIC GUARDIAN – 4330

no relief in sight. An aging building handicapped by overextended utility services and conditions require an inordinate amount of management time to monitor and maintain.

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Salaries and Benefits represent a 7% increase from the current year due to increases in employee benefits, workers compensation contribution, negotiated salary adjustments, normal step advances, and promotions. These appropriations represent staffing of 40 full-time positions.
- Overtime costs for the Coroner Division reflect actual estimated costs of \$75,372 which includes increases in negotiated salaries. Overtime hours are incurred primarily by the investigative staff (deputy coroners) for calls after normal business hours.

SERVICES AND SUPPLIES

- Services and Supplies, as submitted, represent an increase of 2% (\$14,894) over the current year. A decrease in risk management costs for liability insurance (\$70,949) is offset by increased costs of operations, including contracted services utilized by the Coroner Division.
- Fleet Services appropriations include estimated operational and maintenance costs (\$21,470) for a morgue vehicle, trailer, and radios, purchased with Homeland Security Grant program monies. These costs contribute to increases in requests for appropriations for both Mobile Communications and Transportations & Travel – Fleet Services.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,368,384, a decrease of 12% from the current year.
 - Charges for Services reflect an overall net decrease due to a reduction in estimated revenue attributable to estate fees. This source of revenue is dependent upon the cases assigned and ability to pay fees. The FY 2006-07 estimated revenue was reduced from current year to more closely reflect actual monies collected.
 - Intrafund Revenues reflects a net decrease of \$163,616 due to decreases in funding by the Departments of Behavioral Health and Employment and Temporary Assistance. FY 2005-06 included partial year funding for the Representative Payee Program, and has since been eliminated (\$83,616). Maximum funding for the LPS program has been reduced (\$30,000) to \$596,384 which was the amount allocated for FY 2004-05. E&TA funding for conservatorship services for the Adult Protective Services program has been reduced to \$50,000.

PENDING FACTORS

- The department will be reviewing and updating its fee schedule early in FY 2006-07.

CORONER-PUBLIC ADMINISTRATOR / PUBLIC GUARDIAN - 4330

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0087	Coroner-Public Administrator	ELECTED	1	1	\$ 107,430
1772	Deputy Public Admin./Guardian I	1340	2	2	76,398
1773	Deputy Public Admin./Guardian II	1479	8	8	371,105
2259	Public Guardian Division Manager	G	1	1	51,522
3074	Senior Probate Assistant	1295	1	1	36,438
3034	Eligibility Worker II	1063	3	3	101,232
3035	Eligibility Worker III	1235	3	3	110,998
3080	Office Assistant III	964	1	1	31,046
3081	Office Assistant III - Conf.	968	1	1	31,164
3620	Program Technician I	1146	2	2	67,688
3260	Account Clerk III	1018	3	3	98,334
3405	Estate Property Assistant	1049	2	2	67,560
4130	Deputy Coroner I	1589	2	2	102,316
4133	Deputy Coroner II	1747	4	4	223,942
2261	Coroner-Public Administrator Division Manager	G	1	1	64,422
1525	Senior Forensic Pathologist	A	1	1	174,196
1531	Forensic Pathologist	A	1	1	155,842
1530	Forensic Autopsy Technician	1159	2	2	66,828
2258	PA-Coroner Business Manager	F	1	1	72,480
Subtotal			40	40	\$ 2,010,941
	Lead Worker Pay				3,900
	Holiday Allowance				8,912
	On-Call Allowance				35,486
	Auto Allowance				6,156
	Remuneration				2,106
TOTAL REGULAR SALARIES					\$ 2,067,501

DISTRICT ATTORNEY

BUDGET 2860

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 15,612,537	\$ 17,077,805	\$ 18,263,881	\$ 1,186,076	7%
Services & Supplies	2,898,953	3,546,864	,664,264	117,400	3%
Total Appropriations	\$ 18,511,490	\$ 20,624,669	\$ 21,928,145	\$ 1,303,476	6%
<u>Revenues</u>					
Fines, Forf. & Penalties	\$ 496,900	\$ 496,900	\$ 410,650	(86,250)	-17%
State Aid	680,127	708,589	577,274	(131,315)	-19%
Federal Aid	42,268	40,000	261,000	221,000	553%
Charges for Services	2,490,580	2,023,115	1,926,548	(96,567)	-5%
Misc. Revenues	125,675	108,700	329,566	220,866	203%
Special Revenues	636,390	962,360	754,783	(207,577)	-22%
Intrafund Revenues	481,549	481,792	457,589	(24,203)	-5%
Total Revenues	\$ 4,953,488	\$ 4,821,456	\$ 4,717,410	\$ (104,046)	-2%
<u>Net County Cost</u>	\$ 13,558,002	\$ 15,803,213	\$ 17,210,735	\$ 1,407,522	9%
Proposition 172 Funding	\$ 4,774,000	\$ 5,830,000	\$ 6,359,795	\$ 529,795	
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	178	181	178	(3)	

DISTRICT ATTORNEY – 2860

FUNCTION

The District Attorney, pursuant to state constitutional mandate, prosecutes all felony and misdemeanor criminal violations of state and local laws on behalf of the People of the State of California; is a legal advisor and assistant to the Fresno County Grand Jury on civil and criminal matters; and reviews for filing police reports submitted by all 58 law enforcement agencies in the County of Fresno. The office investigates files and prosecutes criminal and civil actions involving consumer fraud and financial crimes. Furthermore, the District Attorney provides legal and investigative assistance to law enforcement agencies throughout the County of Fresno. The Non-Sufficient Funds (NSF) unit provides restitution to local merchants and individuals who have received non-sufficient funds checks.

OVERVIEW

The 2006-07 Recommended Budget of \$21,928,145 reflects a 9% increase in net County cost from the 2005-06 Adopted Budget. The department submitted a budget that reflects the loss of two grant programs and three associated grant funded positions, otherwise retaining current service level staffing. Grant programs provide resources to address specific crime problems but are typically not funded for more than 1-2 years. The department is continually pursuing new grant opportunities to offset those that end.

This budget includes \$450,940 in County matching funds for grants contained in the District Attorney – Grants budget (2862), and also includes \$410,650 in Criminal Justice Temporary Construction funds to partially offset County match requirements. Additionally, this budget contains the County match of \$187,071 associated with the Special Remedies Unit contained in the District Attorney – Public Assistance Fraud budget (2863).

DEPARTMENT COMMENTS

The workload of the District Attorney's office is driven by the increasing law enforcement efforts of the various police agencies, the existing high crime rate and the growing population of the County. The investigation and prosecution of criminal violations is a function that cannot be deferred. The term current service level is misleading in that we will not be able to provide the same level of Public Safety to the citizens of Fresno County due to increasing case referrals and the loss of two grant funded Deputy District Attorneys and one Office Assistant. Obviously, a current service level budget fails to prioritize Public Safety for the citizens of Fresno County and it is for that reason that this department will focus on our request to add the following nine essential positions.

ESSENTIAL NEW POSITIONS – INCREASED SERVICE LEVEL (\$954,624):

SEXUAL ASSAULT UNIT

\$240,357

Senior District Attorney Investigator

Legal Assistant

Office Assistant

The Sexual Assault Unit prosecutes child molestations, adult and child victim rape, and child abuse cases. There were 880 sexual assault case submittals over the most recent 12 month period ending April 30, 2006, which reflects an increase of 27% over the last three years.

DISTRICT ATTORNEY – 2860

Evidence Code Section 1108 allows the District Attorney to introduce prior crimes committed by the defendant for which he is not on trial and for which the defendant may have never been prosecuted or convicted. In order to take advantage of prior crimes an Investigator works the current case: pulling all evidence, victims and witnesses together, researches and locates prior victims/witnesses to establish a history of similar actions from which the jury is allowed to infer that it is more likely that the defendant committed the crime for which the defendant is currently on trial. This evidence is often the difference between a conviction and an acquittal.

The original agency does not do this work as this evidence comes to light after the charged crimes are filed against the defendant, sometimes just before trial.

The 27% increase in caseload when combined with the additional resources necessary to present evidence of prior crimes creates a workload that is not sustainable with the existing two Sexual Assault Investigators. By adding one additional Senior District Attorney Investigator it gives the office a greater ability to protect the rights of the most vulnerable citizens in our society, preyed upon by dangerous predators.

In addition to the Investigator, we need an Office Assistant to support the growing activities of this team and a Legal Assistant to handle some of the more routine legal matters, thereby freeing the sexual assault prosecutors to concentrate on case development and presentation.

REGISTERED SEX OFFENDER PROSECUTOR (PC 290)

\$ 135,645

Deputy District Attorney

Penal Code Section 290 requires that individuals convicted of serious sexual assault crimes such as forcible rape, oral copulation, foreign object penetration, lewd or lascivious crimes with a child under 14 and other sexual crimes must register as a sex offender. Failure to do so is a felony offense.

Registration by convicted sex offenders is extremely important to community safety. The sex offender database allows law enforcement agencies to keep track of the whereabouts of convicted sex offenders in their jurisdictions. It provides a primary investigative tool to law enforcement detectives investigating sex offenses by unknown perpetrators.

Clearly, offenders who fail to register or fail to update their registration after moving to another location, endanger the safety of citizens by denying law enforcement and parents the tracking mechanism specifically granted by the legislature in enacting Penal Code Section 290. Vigorous prosecution of those who fail to register is necessary to ensure compliance with this important law and to punish those who fail to follow its mandates.

MULTI-AGENCY GANG ENFORCEMENT CONSORTIUM (MAGEC)

\$578,622

(3) Deputy District Attorneys

Senior District Attorney Investigator

Office Assistant

In December of 1997, thirty law enforcement agencies joined together in a revolutionary fashion to form the Multi Agency Gang Enforcement Consortium (MAGEC), the largest long-term law enforcement consortium ever assembled in California. MAGEC is currently made up of a District Attorney Prosecution Team and four separate law enforcement teams: Rural Investigations, Metro Investigations, Rural Tactical, and Metro Tactical teams. All of these units work together to combat the growing criminal street gangs and the serious crimes that they commit against citizens of Fresno County.

DISTRICT ATTORNEY – 2860

The District Attorney MAGEC Prosecution Unit is currently made up of three seasoned Deputy District Attorneys, three Investigators (one Sheriff's Detective, one Fresno Police Department Detective, and one D.A. Investigator) and one Office Assistant. Notwithstanding the inherent difficulties in prosecuting gang cases, such as the court's reluctance to admit gang-related evidence, witness intimidation, uncooperative victims and witnesses, witness and victim credibility issues, and the ever present threat of gang-related retaliation, the MAGEC prosecutors have compiled an impressive conviction rate of over ninety percent. That conviction rate is a testament to the team's perseverance, creativity, and sincere commitment to eradicating the hardcore criminal street gang element one case at a time.

Given the high propensity of witness and victim intimidation and threats attendant to criminal street gang prosecutions, the MAGEC prosecution unit works closely with the California Witness Relocation Program. In fact, Fresno County is second only to Los Angeles County in the number of witnesses and victims relocated under this program. To date, MAGEC prosecutors have relocated over 500 individuals. Such relocations and the subsequent coordination of victims and witnesses placed into the program require a significant amount of Investigator time.

The MAGEC prosecution case load has risen sharply over the last few years. The total number of cases handled by MAGEC prosecutors have increased (from 110 to 299), 172% increase from 2001 through 2005. The total number of case appearances by MAGEC prosecutors has increased (from 1090 to 1984) 82% from 2003 to 2005. However, there has not been an increase in staff. Accordingly, higher case loads now drastically reduce the time the prosecutors can devote to each of these very serious, labor intensive cases. Moreover, the MAGEC prosecutors have been proactive in the war against gangs by obtaining civil injunctions making certain prescribed conduct unlawful. The two civil injunctions obtained by the MAGEC prosecution team against the Parkside Bulldogs (Roeding Park area of Fresno) and the Sanger Bulldogs (Chankla Area of Sanger) have resulted in a dramatic decrease of criminal street gang activity in those previously gang-infested areas. Adding three Deputy District Attorneys, one Investigator, and one Office Assistant to the unit, it will provide this highly regarded unit with the resources necessary to attempt to address the increasing number of serious gang-related case referrals and continue its proactive effort to civilly enjoin criminal street gang conduct.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

SALARIES AND BENEFITS

- Salaries and Benefits represent an increase from the current year. The increase in cost is related to increases in retirement, Workers' Compensation, health insurance and salary adjustments. The reduction in positions is one of the problems associated with the temporary nature of grants resulting in the expiration of the Keep Kids In School (KKIS) and Help Eliminate Alcohol Re-Offender Team (HEART) grant programs. The department's requested budget reflects a staffing level of 178 positions, a reduction of 3 positions from the current year.

SERVICES AND SUPPLIES

- Services and Supplies represents an increase from the current year. The increases are a result of higher costs associated with office expense, rental costs, printer replacements, grant matches and Fleet costs.

DISTRICT ATTORNEY – 2860

SUMMARY OF REVENUES

- Revenues are recommended at \$4,717,410, a 2% decrease from the current year, primarily due to the loss of the Keep Kids In School (KKIS) and Help Eliminate Alcohol Re-Offender Team (HEART) grants but partially offset by full-year funding of the Youthful Offender Driving Impaired Prosecution Program (YODIPP) grant.
- Fines, Forfeitures and Penalties - For 2006-07 Criminal Justice Facility Construction Funds revenue, estimates are based on projections of current annual receipts. This represents a reduction from prior year revenues which included a draw down from a trust fund balance in this account. These funds are used to offset County match requirements for District Attorney - Grants programs.
- State Aid - Represents a decrease due to the loss of funding for the Fresno Unified School District's portion of the Keep Kids In School (KKIS) grant, the Fresno Police Department's Help Eliminate Alcohol Re-Offender Team (HEART) grant and the loss of the County contract for DNA testing.
- Federal Aid - Represents an increase due to the full-year funding of the Youthful Offender Driving Impaired Prosecution Program (YODIPP) grant but is partially offset by the loss of the Federal Department of Justice portion of the Keep Kids In School (KKIS) grant.
- Charges for Services - Represents a decrease in activity related to the Non-Sufficient Funds unit.
- Miscellaneous Revenues - Represents an increase due to the transfer of Indian Gaming revenue from Special Revenue.
- Special Revenue - Represents a decrease related to the transfer of the Indian Gaming revenues to Miscellaneous Revenue.
- Intrafund Revenues - Represents a decrease from the current year primarily due to the loss of several grant programs.

DISTRICT ATTORNEY – 2860

REGULAR SALARIES

BUDGETED POSITIONS

JCN	TITLE	BAND/ RANGE	POSITIONS		RECOMMENDED SALARIES
			CURRENT	RECOMMENDED	
0075	District Attorney	ELECTED	1	1	\$ 147,926
0253	Associate District Attorney	B	1	1	137,483
0255	Assistant District Attorney	C	2	2	249,748
1201	Complaint Resolution Specialist	G	1	1	52,424
1209	Chief Deputy District Attorney	C	7	7	789,164
1210	Deputy District Attorney II	2102	8	7	419,272
1211	Deputy District Attorney III	2525	5	8	585,815
1212	Deputy District Attorney IV	2954	49	49	4,602,970
1220	Deputy District Attorney I	1644	8	4	203,885
1222	Senior Deputy District Attorney	3179	8	8	813,449
1758	Investigative Assistant	1122	3	3	103,955
1760	Senior District Attorney Investigator	2428	22	22	1,698,706
1762	District Attorney Collection Assistant	1088	5	5	175,099
1763	Supervising D. A. Collection Assistant	1256	1	1	40,450
1793	Supervising Senior DA Investigator	2594	3	3	250,569
1796	Assistant Chief of Investigations	E	1	1	94,622
1797	Chief of Investigations	D	1	1	111,549
2033	Victim-Witness Advocate	1145	1	1	36,848
2291	Staff Analyst I	1500	1	1	43,498
2292	Staff Analyst II	1666	1	1	55,483
2297	Principal Staff Analyst	E	1	1	77,828
3010	Chief Office Assistant	1444	1	1	46,516
3078	Supervising Office Assistant I	1094	2	2	68,442
3080	Office Assistant III	964	20	23	685,662
3110	Office Assistant II	866	12	8	211,094
3140	Secretary III	1077	6	6	207,680
3142	Secretary II	964	1	1	31,046
3160	Secretary IV	1188	3	3	110,382
3161	Secretary IV - Conf.	1195	3	3	115,470
3166	Administrative Secretary - Conf.	1325	1	1	42,675
3260	Account Clerk III	1018	1	1	32,768
3702	IT Support Technician III	1112	1	1	33,666
Subtotal			181	178	\$ 12,276,144

DISTRICT ATTORNEY – 2860

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
	Remuneration				\$ 2,106
	Steno Allowance				520
	Auto Allowance				6,156
	POST Incentive				4,731
	Educational Incentive				53,823
	Bilingual Skills Pay				15,600
	Less Salary Savings				(147,314)
TOTAL REGULAR SALARIES					\$ 12,211,766

FILLED POSITIONS RECOMMENDED FOR DELETION (October 9, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1220	Deputy District Attorney I	Filled	2954	-2	\$ 115,441
3110	Office Assistant II	Filled	729	-1	26,909
	Cost of Restoring Filled Positions			-3	\$ 142,350

NOTES

DISTRICT ATTORNEY – GRANTS

BUDGET 2862

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 3,346,917	\$ 4,242,454	\$ 4,612,523	\$ 370,069	9%
Services & Supplies	346,470	653,210	590,835	(62,375)	-10%
Other Charges	159,355	202,314	183,517	(18,797)	-9%
Fixed Assets	40,210	0	0	0	0%
Total Appropriations	\$ 3,892,951	\$ 5,097,978	\$ 5,386,875	\$ 288,897	6%
<u>Revenues</u>					
State Aid	\$ 2,169,109	\$ 2,373,611	\$ 2,748,797	\$ 375,186	16%
Federal Aid	119,842	152,867	290,917	138,050	90%
Charges for Services	385,922	1,016,156	1,387,107	370,951	37%
Intrafund Revenues	1,285,952	1,555,344	960,054	(595,290)	-38%
Total Revenues	\$ 3,960,825	\$ 5,097,978	\$ 5,386,875	\$ 288,897	6%
<u>Net County Cost</u>	\$ (67,874)	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	41	48	42	(6)	

DISTRICT ATTORNEY – GRANTS – 2862

FUNCTION

The District Attorney Grants budget funds 18 specialized vertical prosecution units for targeted areas of crime. Grant appropriations are funded through various State and Federal agencies. Grant programs are augmented by County matching funds included in District Attorney Budget (2860).

OVERVIEW

The 2006-07 Recommended Budget of \$5,386,875 reflects a 6% increase in appropriations and revenues over the 2005-06 Adopted Budget primarily due to full-year funding of the Truancy Intervention Program and the Meth-Child Endangerment grant programs. The recommended budget also reflects increases in negotiated salary and benefit rates for 2006-07.

Grant programs funded in this budget include Meth-Child Endangerment; Project Sentry; Rural Crime Prevention; Career Criminal; Marijuana Suppression; Truancy Intervention Program; Consumer Protection; Proposition 36; Multi-Agency Gang Enforcement Consortium (MAGEC); Fresno County Drug Suppression; Waste Tire; Spousal Abuser Prosecution; California Multi-Jurisdictional Methamphetamine Enforcement Team (Cal-MMET); Workers' Compensation Insurance Fraud; Automobile Insurance Fraud; Organized Automobile Fraud Activity Interdiction Program (Urban Grant); Victim Restitution and Real Estate Fraud.

County match and unfunded costs for these grant programs, totaling \$450,940 are included in the District Attorney budget (2860) and represent a decrease over the current year due to restored funding for the Rural Crimes Program.

Staffing is recommended at 42 positions. This is a reduction of six positions from the current year, and reflects the transfer of four positions to the District Attorney 2863 budget.

DEPARTMENT COMMENTS

The District Attorney continues to pursue all appropriate grant programs that benefit the department and citizens of Fresno County. It is important to keep in mind that while grants add desperately needed resources to the department, they require significant oversight, have limited caseloads, lack flexibility and duration. Grants are not an appropriate long term funding source for criminal prosecution activities.

SUMMARY OF CAO RECOMMENDATIONS

GRANT PROGRAMS

METH-CHILD ENDANGERMENT

Grant Funds:	\$145,700	County Match:	None
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Established in 2005-06 with a grant award from the United States Department of Justice, Office of Community Oriented Policing Services this program has enhanced Meth-related prosecution efforts in Fresno County by increasing the number of dedicated prosecutors to handle all targeted cases from start to finish in close coordination with local law enforcement, including existing Meth task forces. The team aggressively prosecutes child endangerment

DISTRICT ATTORNEY – GRANTS – 2862

crimes that all too often accompany the manufacture and distribution of Meth by providing two Deputy District Attorney IV positions.

PROJECT SENTRY PROGRAM

Grant Funds: \$145,217 County Match: None

Established in 2002-03 with a grant award from the United States Department of Justice, this program targets juveniles that commit crimes while using or possessing a firearm. Funds are distributed through the Bureau of Justice Assistance (BJA) intensifying prosecution efforts by providing one Deputy District Attorney IV position to prosecute juvenile firearm crimes. This program has been augmented twice through additional Project Safe Neighborhood funds in an effort to continue this effective prosecution grant.

RURAL CRIME PREVENTION PROGRAM

Grant Funds: \$276,800 County Match: \$64,498

Created as part of the California State Budget Act of 1998, this program is currently funded through the Governor's Office of Emergency Services (OES). Under this program, the District Attorney's Office and Sheriff's Department Rural Investigative Unit work in partnership with agricultural and livestock industries/interests in Fresno County to reduce the losses to the rural community caused by criminal activity and vigorously prosecute all cases. The match is included in District Attorney Budget (2860). The program funds two Deputy District Attorney IV and one Office Assistant positions.

CAREER CRIMINAL VERTICAL PROSECUTION PROGRAM

Grant Funds: \$195,130 County Match: \$7,979

Under this program, the District Attorney's Office added one Deputy District Attorney IV to vertically prosecute robbery and burglary defendants that qualify under the Career Criminal guidelines. The program Deputy District Attorney IV is supported by one Office Assistant that provides clerical support and witness coordination. The County match is included in District Attorney budget (2860).

MARIJUANA SUPPRESSION PROGRAM

Grant Funds: \$42,806 County Match: \$95,708

This program has enabled the District Attorney in collaboration with the Sheriff's Department to provide specialized services, improving the marijuana prosecution efforts, and obtaining the longest possible sentences through vertical prosecution. The program is financed through the Sheriff-Grants budget (3112). The County match is included in the District Attorney budget (2860). This program funds one Deputy District Attorney IV position.

TRUANCY INTERVENTION PROGRAM (TIP)

Grant Funds: \$205,809 County Match: None

The Fresno County District Attorney's Office and the Fresno County Probation Department, along with the Fresno County Superintendent of Schools created the Truancy Intervention Program (TIP), a multi-agency program to help decrease truancy, improve attendance, increase learning opportunities and raise financial revenue for school districts throughout the County. This program funds one Deputy District Attorney, one Office Assistant and one Deputy Probation Officer position.

DISTRICT ATTORNEY – GRANTS – 2862

CONSUMER PROTECTION UNIT

Grant Funds: \$892,705 County Match: None

On November 2, 2004, the voters of the State of California approved Proposition 64 to reform California's Unfair Competition Laws, with laws set forth in Sections 17200 and 17500 of the Business and Professions Code. Prop 64 required the District Attorney to isolate the costs of the Consumer Protection unit in a separate budget unit to more accurately monitor the specific costs associated with this activity. This unit funds one Chief Deputy District Attorney, two Deputy District Attorneys, one Investigator, one Legal Assistant, one Secretary and one Office Assistant.

PROPOSITION 36-SUBSTANCE ABUSE AND CRIME PREVENTION ACT OF 2000

Grant Funds: \$48,000 County Match: \$90,552

The purpose of the Act is to divert from incarceration into community-based substance abuse treatment programs defendants, probationers and parolees charged with simple drug possession. The program funds a portion of one Deputy District Attorney IV position financed through the Department of Behavioral Health Proposition 36 State allocation. The County match is included in the District Attorney budget (2860).

MULTI-AGENCY GANG ENFORCEMENT CONSORTIUM (MAGEC) PROGRAM

Grant Funds: \$147,528 County Match: None

The District Attorney's Office is the lead agency for MAGEC. The mission of MAGEC is to eradicate criminal activity perpetrated by street gangs whose members threaten, terrorize, and commit a multitude of crimes against the law abiding citizens of our community. The members of MAGEC include every Federal, State, County and City law enforcement agency in Fresno County. These appropriations will be used to fund training and reimbursement of overtime for all MAGEC members.

DRUG SUPPRESSION PROJECT

Grant Funds: \$42,544 County Match: \$98,078

This project adds resources to combat the steadily growing Fresno County drug problem. The District Attorney in collaboration with the Sheriff and Probation Departments target the prosecution of mid-level drug dealers in an organized effort to reduce the amount of illegal drugs on the street and to obtain longer sentences for those convicted drug dealers. The program funds one Deputy District Attorney IV position and is financed through the Sheriff-Grants Budget (3112). The County match is included in the District Attorney budget (2860).

WASTE TIRE ENFORCEMENT

Grant Funds: \$269,999 County Match: None

The program allows Fresno County to conduct environmental waste tire facility inspections; investigate illegal tire disposal, storage, or stockpiling; survey tire dealers, auto dismantlers, tire haulers, and other points of waste tire generation to ensure compliance with applicable laws and regulations. The program funds two Senior District Attorney Investigator positions and is financed through the Department of Community Health budget (5620).

DISTRICT ATTORNEY – GRANTS – 2862

SPOUSAL ABUSER PROSECUTION PROGRAM (SAPP)

Grant Funds: \$95,033 County Match: \$46,411

This grant program allows for the assignment of one Deputy District Attorney IV to vertically prosecute the most serious cases of domestic violence. These cases include shootings, stabbings, broken bones and cases where there are extensive histories of domestic violence. The County match is included in the District Attorney budget (2860).

CALIFORNIA MULTI-JURISDICTIONAL METHAMPHETAMINE ENFORCEMENT TEAM (CAL-MMET)

Grant Funds: \$105,765 County Match: \$35,115

The Central Valley region has been identified as the area in the State most dominated by methamphetamine. The District Attorney in collaboration with the Sheriff's Department targets law enforcement efforts to combat and eliminate the distribution and manufacture of methamphetamine in the Central Valley. This program funds one Deputy District Attorney IV position with funds from the Sheriff-Grants budget (3112). The County match is included in the District Attorney budget (2860).

WORKERS' COMPENSATION INSURANCE FRAUD PROGRAM

Grant Funds: \$923,967 County Match: None

The Department of Insurance provides funds to the District Attorneys to enhance efforts toward prosecution and incarceration of individuals involved in Workers' Compensation insurance fraud. This program funds one Senior Deputy District Attorney, two Deputy District Attorney IV, two Senior Investigator, one Secretary, and one Program Technician positions.

AUTOMOBILE INSURANCE FRAUD PROGRAM

Grant Funds: \$527,578 County Match: None

The Department of Insurance for the purpose of enhancing prosecution efforts and incarceration of individuals committing auto insurance fraud. The program funds one Deputy District Attorney IV, two Senior Investigators and one Legal Assistant positions.

ORGANIZED AUTOMOBILE FRAUD ACTIVITY INTERDICTION PROGRAM (URBAN GRANT)

Grant Funds: \$318,839 County Match: None

The Department of Insurance provides funding for the purpose of enhancing prosecution efforts and increasing the lengths of sentences of individuals committing auto insurance fraud. This program differs from the Automobile Insurance Fraud program by using existing agencies to focus on economic auto theft (chop shops and theft for profit) and related cases. The program funds two Senior Investigator positions.

VICTIM RESTITUTION PROGRAM

Grant Funds: \$58,113 County Match: \$12,599

This program was designed by the State Board of Control to impose restitution orders on convicted offenders. The restitution collected is used to reimburse the State for restitution orders it has paid to victims of crime. This program funds one Legal Assistant position. The County match is included in the District Attorney budget (2860).

DISTRICT ATTORNEY – GRANTS – 2862

REAL ESTATE FRAUD PROGRAM

Grant Funds: \$494,402 County Match: None

The purpose of this program is to deter, investigate, and prosecute real estate fraud occurring within the County. Pursuant to Government Code § 27388, a \$2.00 fee is applied to all real estate documents recorded in the County to fund the Real Estate Fraud program. The program funds one Deputy District Attorney IV, two Senior Investigator and one Office Assistant positions.

SALARIES AND BENEFITS

- Salaries and Benefits represent an increase due primarily to full-year funding of the Truancy Intervention Program and the Meth-Child Endangerment grant programs. Staffing is recommended at 42 positions, a reduction of six positions from the current year.

SERVICES AND SUPPLIES

- Services and Supplies represent a decrease over the current year due to the loss of the In-Home Supportive Services Fraud unit, the Child Care Fraud program and the reduction of proposed MAGEC appropriations.

OTHER CHARGES

- Other charges represent a decrease over the current year due to the loss of the In-Home Supportive Services Fraud unit and the Child Care Fraud program.

SUMMARY OF REVENUES

- Revenues are recommended at \$5,386,875, and represent an increase over the current year primarily due to full-year funding of Meth-Child Endangerment and Truancy Intervention Program.
 - State Aid reflects an increase due to the addition of the Truancy Intervention Program, and additional staffing in the Urban Fraud program.
 - Federal Aid reflects an increase due to the addition of the Meth-Child Endangerment grant from the United States Department of Justice.
 - Charges for Services reflect an increase due to the addition of staff to the Consumer Protection unit and associated revenues.
 - Intrafund Revenues reflects a decrease primarily due to the transfer of the In-Home Supportive Services Fraud program to the District Attorney 2863 budget and full funding reinstated for the Rural Crimes program.

DISTRICT ATTORNEY - GRANTS - 2862

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1202	Legal Assistant III	1397	3	3	\$ 134,940
1209	Chief Deputy District Attorney	C	1	1	107,496
1212	Deputy District Attorney IV	2954	19	18	1,617,503
1222	Senior Deputy District Attorney	3179	1	1	101,681
1760	Senior District Attorney Investigator	2428	14	11	856,133
1802	Investigator II	1725	1	0	0
3080	Office Assistant III	964	4	4	124,185
3110	Office Assistant II	866	1	1	26,648
3160	Secretary IV	1188	2	2	76,450
3621	Program Tech II	1282	1	1	41,271
3620	Program Tech I	1282	1	0	0
Subtotal			48	42	\$ 3,086,307
Educational Incentive					9,671
Bilingual Skill Pay					2,400
TOTAL REGULAR SALARIES					\$ 3,098,378

<u>VACANT POSITIONS RECOMMENDED FOR DELETION (October 9, 2006)</u>					
<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1760	Senior DA Investigator	Vacant	2428	-1	\$ 118,928
1802	Investigator II	Vacant	1725	-1	102,438
Cost of Restoring Filled Positions				-2	\$ 221,366

NOTES

DISTRICT ATTORNEY - WELFARE FRAUD/CHILD ABDUCTION/ SPECIAL REMEDIES/TRAINING

BUDGET 2863

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 2,736,937	\$ 3,409,138	\$ 3,507,948	\$ 98,810	3%
Services & Supplies	519,472	820,340	712,281	(108,059)	-13%
Other Charges	87,887	137,388	126,451	(10,937)	-8%
Fixed Assets	6,828	0	0	0	0%
Total Appropriations	\$ 3,351,124	\$ 4,366,866	\$ 4,346,680	\$ (20,186)	0%
<u>Revenues</u>					
State Aid	3,620	4,500	439,763	435,263	9673%
Charges for Services	20,178	14,804	11,904	(2,900)	-20%
Miscellaneous Revenues	64,636	0	0	0	0%
Intrafund Revenues	2,484,864	3,237,396	3,459,918	222,522	7%
Total Revenues	\$ 2,573,298	\$ 3,256,700	\$ 3,911,585	\$ 654,885	20%
<u>Net County Cost</u>	\$ 777,826	\$ 1,110,166	\$ 435,095	\$ (675,071)	-61%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	38	38	42	4	

DISTRICT ATTORNEY - WELFARE FRAUD/CHILD ABDUCTION/ SPECIAL REMEDIES/TRAINING – 2863

FUNCTION

This budget unit contains appropriations for the District Attorney Welfare Fraud, In-Home Supportive Services Fraud, Child Abduction, Special Remedies and Training Units. The Welfare Fraud Unit investigates and prosecutes welfare fraud in collaboration with the Department of Employment and Temporary Assistance. The In-Home Supportive Services (IHSS) Fraud unit investigates and prosecutes In-Home Supportive Services Fraud in collaboration with the Department of Employment and Temporary Assistance (E&TA). The Child Abduction Unit assists law enforcement agencies, the courts, and parents in locating and recovering parentally abducted or concealed children and in the enforcement of custody decrees and visitation orders. Special Remedies investigates and prosecutes Non-Custodial Parents who fail to support their child when civil enforcement of the support obligation has been ineffective. The Training unit coordinates training services for all investigators in the above units and the Criminal Division. Special Remedies is augmented by County matching funds included in District Attorney budget (2860).

OVERVIEW

The 2006-07 Recommended Budget of \$4,346,680 reflects a decrease in net County cost from the 2005-06 Adopted Budget due to a reduction in appropriations and the restoration of Senate Bill 90 State Mandate reimbursements. This restored funding contained in the proposed Governor's budget for FY 2006-07 has reduced the net County cost to \$435,095. The Welfare Fraud Program is recommended at a decrease from the current year due to reductions in funding to the CalWORKs program of the Department of Employment and Temporary Assistance Budget (5610). The Child Abduction unit is funded through Senate Bill 90 State Mandate reimbursements and is recommended at an increase due to the increase in negotiated salaries and benefit rates. The Special Remedies unit is funded through the Department of Child Support Services Budget (5110) and is recommended to be funded at an increase from the current year level due to an increase in negotiated salary and benefit rates. The Training Unit is funded through the Welfare Fraud, In-Home Supportive Services, Child Abduction, Special Remedies, District Attorney, and District Attorney-Grants budgets. Staffing is recommended at 42 positions, an increase of 4 positions from the current year. The increase was due to the addition of the In-Home Supportive Services Fraud unit to the (2863) budget. The In-Home Supportive Services Fraud unit, which was previously in the (2862) budget, was moved to the (2863) budget because it more closely matches the operations of the public aid fraud units that comprise this budget unit.

DEPARTMENT COMMENTS

The District Attorney's Welfare Fraud unit is the only County agency that investigates and prosecutes cash aid and food stamp fraud. This unit has investigated theft and forgeries of welfare checks, food stamp trafficking, internal (employee) theft, child care fraud, and has established an early fraud prevention program. This highly effective program has recovered millions of dollars of stolen taxpayer money designated to support the County's neediest families. The In-Home Supportive Services unit was created to combat the increasing amount of fraud occurring within the In-Home Supportive Services program. Since its inception, the program has recovered thousands of dollars of taxpayer money and has the potential to recover millions. The Special Remedies unit targets child support debtors who owe substantial amounts of money for the support of their children. This unit has recovered

DISTRICT ATTORNEY - WELFARE FRAUD/CHILD ABDUCTION/ SPECIAL REMEDIES/TRAINING – 2863

millions of dollars that support the children of Fresno County. The Child Abduction unit has a dedicated staff of investigators, attorneys, and support staff who work to locate and reunite custodial parents with their children.

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Salaries and Benefits represent an increase over the current year due to negotiated salary and benefit cost increases and the addition of four positions to this budget. Staffing is recommended at 42 positions and represents an increase from the current year due to the transfer of the In-Home Supportive Services Fraud unit from the 2862 to the 2863 budget.

SERVICES AND SUPPLIES

- Services and Supplies represent a decrease due to the reduced funding received from E&TA for our Welfare Fraud program.

OTHER CHARGES

- Other Charges represent a decrease in department overhead costs, which are allocated as a percentage of direct salaries.

SUMMARY OF REVENUES

- Revenues are recommended at \$3,911,585, a 20% increase from the current year.
 - State Aid represents an increase due to the restoration of the State Mandate reimbursement revenues.
 - Charges for Services represents a decrease in revenue due to a decrease in revenue from Child Abduction judgments associated with reduced staffing from current year levels.
 - Intrafund Revenues represent an increase over the current year due to the addition of the In-Home Supportive Services unit to the 2863 budget. These revenues reflect the recovery of costs for the Welfare Fraud and In-Home Supportive Services programs from the Department of Employment and Temporary Assistance budget (5610) and recovery of costs for the Special Remedies program from the Department of Child Support Services budget (5110).

**DISTRICT ATTORNEY - WELFARE FRAUD/CHILD ABDUCTION/
SPECIAL REMEDIES/TRAINING/ADMINISTRATION - 2863**

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
1212	Deputy District Attorney IV	2954	5	6	\$ 566,983
1760	Senior District Attorney Investigator	2428	4	6	465,879
1775	Collections Officer	1168	1	1	37,589
1793	Supervising District Attorney Investigator	2594	1	1	83,524
1802	District Attorney Investigator II	1725	14	14	47,887
1801	District Attorney Investigator I	2047	1	1	658,476
3078	Supervising Office Assistant I	1094	1	1	35,205
3080	Office Assistant III	964	7	7	186,110
3110	Office Assistant II	866	1	1	25,369
3215	Senior Accountant	1949	1	1	58,986
3260	Account Clerk III	1018	1	1	32,768
3620	Program Technician I	1146	1	2	73,748
Subtotal			38	42	\$ 2,272,524
Bilingual Skill Pay					3,000
TOTAL REGULAR SALARIES					\$ 2,275,524

PUBLIC DEFENDER

BUDGET 2880

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 9,235,522	\$ 10,534,713	\$ 11,708,350	\$ 1,173,637	11%
Services & Supplies	623,290	709,004	800,524	91,520	13%
Residual Equity Transfers	35,457	0	0	0	0%
Fixed Assets	0	0	0	0	0%
Total Appropriations	\$ 9,894,269	\$ 11,243,717	\$ 12,508,874	\$ 1,265,157	11%
<u>Revenues</u>					
Fines, Forf. & Penalties	\$ 456,608	\$ 456,608	\$ 377,358	\$ (79,250)	-17%
Charges for Services	721,659	866,104	981,926	115,822	13%
State Aid	23,208	15,916	16,060	144	1%
Other Miscellaneous	0	0	146,341	146,341	100%
Realignment	392,827	465,908	465,908	0	0%
Intrafund Revenues	327,067	308,657	273,808	(34,849)	-11%
Total Revenues	\$ 1,921,369	\$ 2,113,193	\$ 2,261,401	\$ 148,208	7%
<u>Net County Cost</u>	\$ 7,972,900	\$ 9,130,524	\$ 10,247,473	\$ 1,116,949	12%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	111	111	113	2	

PUBLIC DEFENDER – 2880

FUNCTION

As an integral part of the public safety system, the Public Defender's Office represents persons who have been charged with a crime and are financially unable to retain their own attorney or whose competency to care for themselves is challenged. The Public Defender advises clients of their legal rights, investigates their cases, secures witnesses, and pleads their case before the courts. The Public Defender performs only those duties mandated by California Government and Civil Code and those defined by judicial decree.

OVERVIEW

The 2006-07 Recommended Budget of \$12,508,874 reflects an increase of 11% above the 2005-06 Adopted Budget, which will allow the department to remain at its current staffing level of 111 plus 2 new positions granted this fiscal year with the receipt of the Indian Gaming funds.

DEPARTMENT COMMENTS

Historically, the Public Defender's Office has provided basic legal service to the citizens of Fresno County with inadequate staffing and disproportionate funding when compared with the other Public Safety departments. During the budget hearings of 2004-05 and 2005-06 our office made a commitment to continue to do more with less. In order to live up to its commitment, it was clearly stated that the department needed the full complement of requested staff in order to meet the demand for its service. This past fiscal year, the Public Defender, once again, has made good on its commitment.

The demand for the Public Defender's basic legal service has not declined in the past year. Neither the number of courtrooms which public defenders must service nor the number of cases filed which must be defended have decreased. The attorneys assigned to felonies continue to carry caseloads in excess of three times the American Bar Association levels. These caseloads are increasing and in addition the office is currently handling multiple death penalty cases which further drain our most experienced staff.

Critical to how Public Safety operates in Fresno County is a willingness to accept and embrace the principle that although each member of Public Safety—Public Defender, District Attorney, Law Enforcement, the Courts, and Probation—performs a different function, each department's activities impact each other. As a result of such principle the arresting and prosecuting activities of the District Attorney and law enforcement agencies impact the Public Defender by creating the level of demand for its basic legal service.

At this point in time effective law enforcement is increasing the number of arrests and accordingly the number of criminal filings continues to increase. The impact of these activities to the Public Defender, simply stated, is that the level for our basic legal representation increases. Accordingly, the Public Defender's current workforce of 113 is essential to meet the service demand created by the other Public Safety members. Moreover the continued increase for the Public Defender's service necessitates that this Board be advised that serious consideration should be given to the department's request for additional staff above its current workforce of 113 as presented at the Budget Hearings of 2005-06. Every staff member in the Public Defender's Office is essential to the efficient operation of the department and necessary to meet the service demand generated by the other Public Safety Departments.

PUBLIC DEFENDER – 2880

To meet the increase in service level demand, 12 additional attorneys are necessary, consisting of two senior attorneys to provide coverage in serious and complex cases; nine attorneys to provide coverage for the increased felony caseloads; and one additional attorney is needed for the outlying divisions of the Superior Court.

The increased caseloads require additional support staff services. Additionally, the department has implemented a new case management system. This system, coupled with the opening of over 35,000 new files each year, creates an enormous demand on the department's existing support staff. In order to meet the demand for support services, three Defense Investigators, two Legal Assistants, five Office Assistants and a Supervising Office Assistant II are necessary.

In summary it is absolutely critical that the current level of staffing (113 staff members) remain intact to allow the department to efficiently meet its service obligations and not expose the County of Fresno to any liability or increased costs through alternative representation. Accordingly, the Public Defender is submitting a three-part request for budget:

1. To maintain the existing level of service and staff;
2. To add additional staff above the existing level to provide the department's basic legal service required by law;
3. To maintain parity with any additions that may be approved for other Public Safety departments in order to prevent any broadening of the existing imbalance between the District Attorney's Office and the Public Defender.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- There will be no significant program changes with this recommended budget.

SALARIES AND BENEFITS

- Salaries and Benefits, which account for over 93% of the department's budget, are recommended at 11% over the current year, which will allow our department to remain at its current staffing level of 111 staff plus 2 new positions granted with the receipt of the Indian Gaming funds which increased our department to 113 staff.

SERVICES AND SUPPLIES

- W-2 Reportable Mileage - Estimated with a 5% increase over current year due to the increase in the federal mileage reimbursement rate. In an effort to effectively manage this expense attorneys will use one of our assigned County cars for all out of County client visits.
- Telephone Charges - Decreased based on current actual expenditures
- Liability Insurance - Increased about 81% due to a large claim filed against the office last fiscal year.
- Insurance Other - This includes property insurance.
- Jury Witness Expense - Increased by 5% over FY 2005-06 due to actual expense and expected increases in expert fees.

PUBLIC DEFENDER – 2880

- Memberships - There is a slight increase in this account because of the addition of one attorney position funded with Indian Gaming funds. This expense account is used to pay the attorney's bar dues per their MOU.
- Office Expense - Increased by 42% is based on FY 2004-05 expenditures and current actual expenditures.
- PeopleSoft Human Resources Charges - Increased by 3% over FY 2005-06 due to an increase in the number of HR transactions processed on the behalf of this department.
- PeopleSoft Financials Charges - Increased by 8% over FY 2005-06 due to an increase in the number of transactions processed in the PeopleSoft Financial system (i.e. processing vendor payments, journals, and deposits).
- Professional & Specialized Services - Increased by 5% over FY 2005-06 due to actual expense and expected increases in professional fees.
- Data Processing Services - There was an average increase in Data Processing rates of about 2% over current year. Based on current actual expenditures for FY 2005-06.
- End User Software - The County's current contract with LexisNexis, which provides the office with access to a Legal Research data base, will expire December 2006. The department is currently negotiating a new agreement of which the \$18,216 represents the projected contract price for the last six months of FY 2006-07.
- Small Tools & Instruments - Decreased based on current actual expenditures.
- Transportation, Travel and Education - Estimated at an increase of about 16% over FY 2005-06 due to travel expenses related to conservatorship clients located throughout the State which were not included in prior budgets. In an effort to effectively manage this expense attorneys will use one of the assigned County cars for all out of County client visits.
- Transportation and Travel County Garage - Increased about 44% due to increases in labor costs and fuel prices. All 12 cars are essential tools for the defense investigators to meet current service demands. These cars are also used by attorneys to travel to out of County locations to meet with their clients. Legal assistants use a County car to retrieve legal documents from the Court archive facility and to travel to outlining district courts if their help is needed. In the event staffing levels decrease our legal assistants will be used to serve non-departmental subpoenas in an effort to maximize Public Defender resources.

SUMMARY OF REVENUES

- Revenues are projected at \$2,261,401 an increase of 7% over the current year.
 - Criminal Justice Temp. Construction - For 2006-07 Criminal Justice Facility Construction Fund revenue, estimates are based on projections of current annual receipts. This represents a reduction from prior year revenues which included a draw down from a trust fund balance in this account.
 - Charges for Services - Estimated at an increase of 13% over the current year based on projected costs for representation of dependency cases. This revenue source is a combination of two-revenue streams one from the Fresno County Superior Court for the Juvenile Dependency Units personnel costs, which increased, due to

PUBLIC DEFENDER – 2880

increases in salaries and benefits. The other is the collection of court-appointed defense attorney's fees, which was estimated at 2% over current year; due to an increase in the number of cases.

- State Aid - Estimated to increase by 1% \$144 due an estimated increase in state funding for costs associated with representation of Juvenile Drug Court cases over current year.
- Other Miscellaneous - New funding from Indian Gaming.
- Realignment funds dedicated to former Assembly Bill 90 juvenile justice programs to partially offset juvenile defense costs remain unchanged from the current year.
- Intrafund Revenues - Estimated at a 11% decrease from the current year based on a lower reimbursement of costs for legal services provided under the CalWORKs JOBS 2000 program as they are no longer funding an Office Assistant II position. Proposition 36 funding remains unchanged from the current year and Post-Conviction Drug Court funding increased by 5% from current due to increases in Salaries and Benefits.

PENDING FACTORS

- The Public Defender's Office has experienced a steady increase in the number of new cases over the last several years. This last fiscal year has shown a continued increase in cases and this trend is expected to continue throughout FY 2006-07.
- These increases are system-wide and include the outlying divisions of the Superior Court.
- Currently, the Public Defender's Office Major Crimes Team continues to handle high-profile, serious and complex cases. These cases deplete the most experienced resources of this office and may substantially increase costs that are not projected in the 2006-07 Recommended Budget.

PUBLIC DEFENDER - 2880

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8088	Public Defender	B	1	1	\$ 128,596
0267	Assistant Public Defender	C	1	1	114,582
1208	Chief Defense Attorney	D	5	5	539,786
2209	Administrative Services Assistant	H	1	1	55,018
1245	Senior Defense Attorney	3179	10	10	1,022,190
1243	Defense Attorney IV	2954	35	37	3,417,174
1242	Defense Attorney III	2525	3	7	489,910
1241	Defense Attorney II	2102	12	6	389,977
1240	Defense Attorney I	1644	2	3	163,284
1766	Senior Defense Investigator	2272	1	1	72,149
1765	Defense Investigator II	1841	8	6	349,834
1764	Defense Investigator I	1519	3	5	219,528
1202	Legal Assistant III	1397	1	1	44,928
1204	Legal Assistant II	1161	4	4	143,620
1203	Legal Assistant I	979	1	1	31,486
3215	Accountant II	1670	1	1	48,711
3140	Secretary III	1077	2	2	69,264
3070	Supervising Office Assistant II	1287	1	1	41,405
3078	Supervising Office Assistant I	1094	1	1	35,165
3080	Office Assistant III	964	10	14	413,676
3110	Office Assistant II	866	8	5	122,775
Subtotal			111	113	\$ 7,913,058
Auto Allowance					6,156
Criminal Law Specialists					
Incentives					78,087
Supervisor Duties					1,950
Bilingual Skill Pay					6,600
TOTAL REGULAR SALARIES					\$ 8,005,851

PROBATION
BUDGET 3430
General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 16,182,582	\$ 17,855,492	\$ 16,879,517	\$ (975,975)	-5%
Services & Supplies	3,994,104	6,734,054	6,389,301	(344,753)	-5%
Other Charges	1,653,077	3,100,000	2,100,000	(1,000,000)	-32%
Residual Equity Transfer	0	13,431	0	(13,431)	-100%
Fixed Assets	31,146	40,000	0	(40,000)	-100%
Total Appropriations	\$ 21,860,909	\$ 27,742,977	\$ 25,368,818	\$ (2,374,159)	-9%
<u>Revenues</u>					
Fines, Forf. & Penalties	\$ 1,011,227	\$ 1,117,211	\$ 1,094,072	\$ (23,139)	-2%
State Aid	2,564,621	2,571,982	3,989,549	1,417,567	55%
Federal Aid	2,214,477	1,787,833	2,200,000	412,167	23%
Charges for Services	2,472,752	2,343,830	2,286,885	(56,945)	-2%
Misc. Revenues	1,865,679	1,526,742	425,825	(1,100,917)	-72%
Realignment	708,729	840,580	894,158	53,578	6%
Intrafund Revenues	2,733,190	3,000,243	1,359,330	(1,640,913)	-55%
Total Revenues	\$ 13,570,675	\$ 13,188,421	\$ 12,249,819	\$ (938,602)	-7%
<u>Net County Cost</u>	\$ 8,290,234	\$ 14,554,556	\$ 13,118,999	\$ (1,435,557)	-10%
Proposition 172 Funds	\$ 0	\$ 6,625,000	\$ 7,227,040	\$ 602,040	
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	248	254	211	(43)	

PROBATION – 3430

FUNCTION

Probation is a State mandated justice system department responsible for preparing pre-sentence evaluations and providing post-sentence supervision of adult and juvenile offenders. The department also serves as the investigative and evaluative arm of the Fresno County Superior Court. Financing for the department's Juvenile Justice Campus and Elkhorn Correctional Facility is detailed in two separate budgets (3440 and 3445). Probation-Grant funded programs are included in budget 3432.

OVERVIEW

The 2006-07 Recommended Budget of \$25,368,818 reflects a 10% (\$1,435,557) decrease in net County cost from the 2005-06 Adopted Budget. This is primarily due to the Probation Department claiming a portion of their 2006-07 allocation of Juvenile Probation and Camps funds in this budget. These funds were previously budgeted in the Elkhorn Correctional Facility Org. 3445. In order to meet the required net County cost allocation provided to the Probation Department and maintain the Juvenile Justice Campus and Elkhorn Correctional Facility at their current service level, significant staffing reductions are required in this budget. Staffing is recommended at 211 positions, a reduction of 43 positions from the current year. Of the 43 positions recommended for deletion, 22 are associated with meeting the required net County cost. This would significantly impact the ability of the Probation Department to meet their State mandated responsibility of supervising adult probationers.

DEPARTMENT COMMENTS

Contrary to public perception, most adults convicted of felonies are not sent to state prisons but instead are placed on probation at the County level. The Recommended Budget will discontinue the Probation Department's role in the supervision and monitoring of most of these offenders. Already, Fresno County has one of the lowest ratios of Probation Officers to adult felons on probation of any county in the State. As a result, most adult probationers are placed on "bank" caseloads and thereby receive little, if any, direct supervision. Not only does this result in many adult felons being inadequately held accountable for their criminality, it oftentimes leads to a continuing cycle of crime at additional risk and expense to the taxpayer.

Both in the short-term and in the long-run, investing in probation saves dollars and protects the community. An adequately funded Probation Department allows Probation Officers to establish and operate collaborative programs designed to hold offenders accountable for their behavior. It allows Probation Officers to closely supervise probationers and protect the community from their continuing criminality. It allows Probation Officers to collect restitution for victims, to place offenders in treatment programs designed to prevent recidivism, and to keep the courts informed when offenders fail to comply with restrictions imposed by the courts. Probation programs are cost effective and proven to be successful.

PROBATION – 3430

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- In order to meet the designated net County cost provided to the Probation Department, a total of 8 filled Deputy Probation Officer (DPO) IV, 10 filled DPO I-III, 3 vacant Probation Technician and 1 filled Staff Analyst positions are recommended for deletion.
- The deletions will primarily impact the Adult Probation Division. This will virtually eliminate supervision of felony and misdemeanor offenders on Probation in Fresno County. This will include over 10,000 felony and 2,500 misdemeanor Probationers convicted of a wide range of criminal acts. A partial listing of the caseloads that would be eliminated are as follows:
 - Three caseloads consisting of sex offenders and child/senior abusers.
 - One caseload consisting of convicted auto thefts. The Deputy Probation Officer that is assigned to this caseload works in cooperation and coordination with the Help Eliminate Auto Theft (HEAT) program.
 - Nine caseloads consisting of domestic violence offenders.
 - Two caseloads assigned to supervise gang members.
 - One caseload consisting of Felony Traffic Offenders (DUI, Hit and Run, Evading Arrest).
 - One caseload consisting of young adults.
- Prior to 2005-06, a staff analyst position was fully funded with Juvenile Justice Crime Prevention Act funds as part of the Students Targeted for Opportunities for Prevention (STOP) program. Beginning in 2005-06, this position became approximately 50% funded with net county cost as a result of an internal review that determined a full time position was not needed in the STOP program. Elimination of this position will increase the workload for the remaining two staff analysts. Staff analysts are responsible for analytical and administrative functions for the entire Probation Department. This includes, but not limited to, the preparation/completion of agenda items, research projects, agreements, and grant applications.

SALARIES AND BENEFITS

- Salaries and Benefits represent a 5% decrease over the current year. This includes the elimination of 22 positions in order to meet the designated net County cost provided to the Probation Department. In addition, it includes the following changes:
 - The transfer of one Senior Cook, five Cooks, one Baker and three Dietary Aide positions from this budget to the Elkhorn Correctional Facility Org. 3445 for accounting purposes.
 - The transfer of five Dietary Aide positions from this budget to the Juvenile Justice Campus Org. 3440 for accounting purposes.
 - The elimination of three vacant Cook positions due to the privatization of food services at the Juvenile Justice Campus.

PROBATION – 3430

- The elimination of one vacant Account Clerk and one vacant Program Technician positions in the grant funded Students Targeted for Opportunities for Prevention program in order to reduce costs within this program.
- The elimination of two vacant Deputy Probation Officer positions associated with the loss of funding for the Keep Kids in School and Juvenile Hall Substance Abuse programs.
- The addition of one Probation Technician position to perform required DNA testing in accordance with Proposition 69.
- Staffing is recommended at 211 positions, a deletion of 43 positions from the current year.

SERVICES AND SUPPLIES

- Services and Supplies represent a 5% decrease from the 2005-06 year Adopted Budget primarily due to the transfer of food services costs from this budget to the Juvenile Justice Campus Org. 3440 and the Elkhorn Correctional Facility Org. 3445.

OTHER CHARGES

- Other Charges represent a 32% reduction from the 2005-06 year Adopted Budget. The recommended appropriation provides funding for California Youth Authority placements as ordered by the Court. The recommended reduction is based on current year actual expenditures for these placements.

SUMMARY OF REVENUES

- Revenues are recommended at \$12,249,819, a 7% (\$938,602) decrease from the current year.
 - Fines, Forfeitures and Penalties – For 2006-07 Criminal Justice Facility Construction Fund revenue, estimates are based on projections of current annual receipts. This represents a reduction from prior year revenues which included a draw down from the trust fund balance in this account.
 - State Aid – Represents an increase from the current year primarily due to claiming Juvenile Probation and Camps funds in this budget that were previously budgeted in the Elkhorn Correctional Facility Org. 3445.
 - Federal Aid – Represents an increase from the current year in Federal revenues based on estimated Title IV-E claims for 2006-07.
 - Charges for Services – Reflects a decrease from the current year primarily due to the loss of funding for the Keep Kids in School and Juvenile Hall Substance Abuse programs.
 - Miscellaneous Revenues – Represents a decrease from the current year based on actual claims in the Targeted Case Management program.
 - State/Local Program Social Services Realignment revenues are recommended at the current year level.

PROBATION – 3430

- Intrafund Revenues – Reflects a decrease from the current year primarily due to accounting changes in food services provided to the Juvenile Justice Campus and the Elkhorn Correctional Facility. It is recommended in 2006-07 that food services no longer be budgeted in Org. 3430 and cost applied to the institutions.

PROBATION – 3430

REGULAR SALARIES

BUDGETED POSITIONS

JCN	TITLE	BAND/ RANGE	POSITIONS		RECOMMENDED SALARIES
			CURRENT	RECOMMENDED	
2003	Probation Services Manager	F	11	11	\$ 739,998
2005	Deputy Probation Officer IV	1920	53	45	2,860,650
2007	Deputy Probation Officer III	1737	50	50	2,920,426
2010	Deputy Probation Officer II	1542	6	5	244,135
2015	Deputy Probation Officer I	1302	11	0	94,241
2023	Juvenile Correctional Officer II	1398	3	3	129,731
2260	Probation Business Manager	E	1	1	76,953
2045	Probation Division Director	E	2	2	154,596
2065	Probation Technician I	968	5	3	86,796
2066	Probation Technician II	1088	7	7	237,397
2293	Staff Analyst III	1923	3	2	140,173
2240	Sr. Systems & Procedures Analyst	2276	1	1	65,932
2213	Systems & Procedures Analyst III	2032	1	1	47,691
3010	Chief Office Assistant	1444	2	2	93,033
3070	Supervising Office Assistant II	1287	6	6	248,741
3080	Office Assistant III	964	39	39	1,198,472
3110	Office Assistant II	866	10	10	252,775
3081	Office Assistant III - Conf.	968	1	1	31,152
3161	Secretary IV - Conf.	1195	2	2	76,980
3166	Administrative Secretary - Conf.	1325	1	1	42,675
3215	Accountant II	1670	1	1	53,801
3245	Accounting Technician	1303	2	2	75,605
3254	Senior Accountant - Conf.	1949	1	1	62,049
3255	Senior Accountant	1949	2	2	107,244
3260	Account Clerk III	1018	4	3	98,296
3205	Account Clerk II	906	1	1	25,779
3621	Program Technician	968	3	2	82,469
3623	Program Technician - Confidential	968	3	3	122,469
3707	Information Technology Analyst IV	2114	2	2	149,218
3708	Senior Information Technology Analyst	2408	1	1	79,470
5005	Baker	971	1	0	0
5020	Cook	885	8	0	0
5029	Dietary Aide	721	8	0	0
5110	Sr. Cook	1165	1	0	0
8085	Chief Probation Officer	B	1	1	129,086
Subtotal			254	211	\$ 10,728,035

PROBATION – 3430

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
	Steno Allowance				\$ 1,560
	Auto Allowance				6,156
	Standby Pay				5,239
	Detention Facility Allowance				7,800
	Bilingual Skill Pay				18,000
	Less Salary Savings				(53,640)
TOTAL REGULAR SALARIES					\$ 10,713,151

FILLED POSITIONS RECOMMENDED FOR DELETION (October 9, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
2005	Deputy Probation Officer IV	Filled	1920	-8	\$ 514,297
2015	Deputy Probation Office I-III	Filled	1302	-10	431,808
2293	Staff Analyst III	Filled	1923	-1	65,497
Cost of Restoring Filled Positions				-19	\$ 1,011,602

VACANT POSITIONS RECOMMENDED FOR DELETION (October 9, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
5020	Cook	Vacant	885	-3	\$ 118,815
2065	Probation Technician	Vacant	968	-3	134,362
2015	Deputy Probation Office I	Vacant	1302	-2	106,463
3620	Program Technician	Vacant	1146	-1	61,028
3203	Account Clerk	Vacant	851	-1	49,614
Cost of Restoring Vacant Positions				-10	\$ 470,282

NOTES

PROBATION - GRANTS

BUDGET 3432

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 1,028,397	\$ 1,247,519	\$ 1,273,493	\$ 25,974	2%
Services & Supplies	172,138	448,781	358,808	(89,973)	-20%
Other Charges	0	0	56,615	56,615	100%
Residual Equity Transfer Out	0	27,150	0	(27,150)	-100%
Total Appropriations	\$ 1,200,535	\$ 1,723,450	\$ 1,688,916	\$ (34,534)	-2%
<u>Revenues</u>					
State Aid	\$ 919,339	\$ 914,872	\$ 694,020	\$ (220,852)	-24%
Federal Aid	206,036	47,416	371,199	323,783	683%
Misc. Revenues	1,415	14,798	10,000	(4,798)	-32%
Intrafund Revenues	297,726	746,364	613,697	(132,667)	-18%
Total Revenues	\$ 1,424,516	\$ 1,723,450	\$ 1,688,916	\$ (34,534)	-2%
<u>Approp. In Excess of Revenues</u>	\$ (223,981)	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	18	19	19	0	

PROBATION - GRANTS – 3432

FUNCTION

The Probation Grants budget contains recommended appropriations for seven programs funded by State and Federal grants.

OVERVIEW

The 2006-07 Recommended Budget of \$1,688,916 reflects a 2% (\$34,534) decrease in appropriations and revenues from the 2005-06 Adopted Budget. Staffing is recommended at the current year level of 19 positions.

SUMMARY OF CAO RECOMMENDATIONS

GRANT PROGRAMS

VICTIM WITNESS SERVICE CENTER (\$714,018)

Grant Funds: \$680,324 County Match: \$33,694

Provides services to victims of violent crimes including coordination of psychiatric, legal, medical, and crisis intervention services and assists victims in completing State indemnification applications. This program funds one Probation Services Manager, eight Victim Witness Advocate, one 85% Program Technician, and one Office Assistant positions.

ELDER ABUSE PROGRAM (\$108,613)

Grant Funds: \$100,388 County Match \$8,225

Provides services to victims of elder abuse including coordination of psychiatric, legal, medical, and crisis intervention services. This grant program funds one permanent and one extra-help Victim Witness Advocate positions. In addition, the grant funds 15% of a Program Technician position. Most of the County's match for this program is met with Volunteer Victim Witness Advocate hours.

DRUG SUPPRESSION PROGRAM - PROBATION TEAM (\$103,770)

Grant Funds: \$39,271 County Match: \$64,499

Part of a multi-disciplinary enforcement team that is addressing the problems of drug related crime in the Fresno area. This grant program is funded through the Sheriff Grants budget (3112) and funds one Deputy Probation Officer position.

POST-CONVICTION DRUG COURT (PCDC) (\$208,748)

Grant Funds: \$208,748 County Match: None

A multi-agency effort to provide sentencing alternatives for drug offenders to reduce recidivism. This program is funded with Drug Partnership grant funds available through the Substance Abuse Services budget and funds one Deputy Probation Officer, one Office Assistant, and one Probation Technician positions.

PROBATION - GRANTS – 3432

JUVENILE DRUG COURT (\$36,549)

Grant Funds: \$23,696 County Match: \$12,853

A multi-agency effort to provide sentencing alternatives for drug offenders to reduce recidivism. Grant funding is available through the Juvenile Accountability Incentive Block Grant. This program funds one extra-help Deputy Probation Officer position. Due to reduced funding, an extra-help Probation Technician position will no longer be funded with this grant. The cash match for this grant is funded in the Probation Org. 3430. Part-time Staff from the District Attorney, Public Defender, and Human Services Departments are also funded by this grant.

VIOLENT OFFENDERS INTENSIVE SUPERVISION ENDEAVOR (VOISE) (\$110,287)

Grant Funds: \$75,736 County Match: \$34,551

This program provides intensive supervision to specialized caseloads of domestic violence offenders. This program funds one Deputy Probation Officer (DPO) IV and a 25% Office Assistant III. The remainder of the Office Assistant position (\$28,772) is cost applied to the Probation Org. 3430.

TITLE V GRANT (390,152)

Grant Funds: \$390,152 County Match: None

This program provides integrated prevention and early intervention services to targeted youth and their families at the Kings Canyon Middle School. The program provides funding for one Deputy Probation Officer position and a contract with a community-based organization. The required 50% match for this grant is met with Juvenile Justice Crime Prevention Act funds.

SALARIES AND BENEFITS

- Salaries and Benefits represent a 2% increase from the current year. Staffing is recommended at the current year level of 19 positions.

SERVICES AND SUPPLIES

- Services and Supplies represent a 20% decrease from the current year primarily due to the reduction in funding in the Juvenile Drug Court program and the budgeting of Department Overhead Allocation in Account 7868. In prior years, Department Overhead Allocation was budgeted in Account 7295.

OTHER CHARGES

- Represents the Department Overhead Allocation received from the grant programs within this budget.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,688,916, a 2% (\$34,534) decrease from the current year.
 - State Aid – Represents a decrease primarily due to the moving of the Title V grant funds from the State Aid category to the Federal Aid category.

PROBATION - GRANTS – 3432

- Federal Aid – Reflects an increase primarily due to moving grant revenues received from the Title V grant program previously budgeted in the State Aid category to the Federal Aid category.
- Miscellaneous Revenues – Represents a decrease based on anticipated prison donations for Victim Services operations.
- Intrafund Revenues – Represents a decrease due, in part, to a reduction in funding for the Juvenile Drug Court grant.

PROBATION - GRANTS - 3432

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2003	Probation Services Manager	F	1	1	\$ 68,185
2005	Deputy Probation Officer IV	1827	2	2	122,532
2007	Deputy Probation Officer III	1654	2	2	117,126
2033	Victim Witness Advocate	1114	9	9	325,915
2065	Probation Technician I	965	1	1	27,802
3080	Office Assistant III	938	2	2	62,093
3110	Office Assistant II	909	1	1	25,298
3621	Program Technician II	1248	1	1	36,006
Subtotal			19	19	\$ 784,957
Bilingual Pay					2,400
TOTAL REGULAR SALARIES					\$ 787,357

NOTES

PROBATION - JUVENILE JUSTICE CAMPUS

BUDGET 3440

GENERAL FUND

	Actual 2004-05	Adopted 2005-06	Adjusted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>						
<u>Appropriations</u>						
Salaries & Benefits	\$ 15,777,805	\$ 18,330,430	\$ 17,623,380	\$ 21,438,176	\$ 3,814,796	22%
Services & Supplies	2,641,916	2,787,122	2,474,280	2,444,344	(29,936)	-1%
Other Charges	0	100	100	0	(100)	-100%
Fixed Assets	0	688,135	70,716	0	(70,716)	-100%
Residual Equity						
Transfers	0	84,716	171,650	0	(171,650)	-100%
Total Appropriations	\$ 18,419,721	\$ 21,890,503	\$ 20,340,126	\$ 23,882,520	\$ 3,542,394	17%
<u>Revenues</u>						
Federal Aid	\$ 2,076,214	\$ 2,286,231	\$ 2,286,231	\$ 0	\$ (2,286,231)	-100%
State Aid	1,006,109	1,058,271	1,058,271	4,657,266	3,598,995	340%
Charges for Services	194,256	230,000	230,000	230,000	0	0%
Misc. Revenues	(1,016)	0	0	0	0	0%
Juvenile Jail Pod						
Designation	0	559,000	559,000	0	(559,000)	-100%
Realignment	785,348	0	0	0	0	0%
Intrafund Revenues	128,664	0	0	0	0	0%
Total Revenues	\$ 4,189,575	\$ 4,133,502	\$ 4,133,502	\$ 4,887,266	\$ 753,764	18%
<u>Net County Cost</u>	\$ 14,230,146	\$ 17,757,001	\$ 16,206,624	\$ 18,995,254	\$ 2,788,630	17%
Proposition 172 Funds	\$ 0	\$ 6,625,000	\$ 6,625,000	\$ 7,227,040	\$ 602,040	9%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease		
Position Summary	215	249	254	5		

PROBATION – JUVENILE JUSTICE CAMPUS – 3440

FUNCTION

The Juvenile Justice Campus (JJC) Division of the Probation Department provides facilities for the detention, control, and commitment of juveniles pursuant to California State Juvenile Court law and California Youth Authority standards as audited by the California Corrections Standards Authority. Programs provided at the new state-of-the-art Juvenile Justice Campus include substance abuse for males and females, female gender specific treatment, and pre-adolescent treatment. In addition, the “Thinking for a Change” Program will be integrated throughout the Campus during 2006-07. “Thinking for a Change” is a 22 module cognitive interactive decision making process involving correctional staff and youth. Various other programs, such as mentoring and arts, are being developed to provide the juveniles a wide range of opportunities to improve their overall social and living skills. The Division also provides support to the Supervised Home Detention program for minors pending Juvenile Court proceedings pursuant to the California State Welfare and Institutions Code.

OVERVIEW

The 2006-07 Recommended Budget of \$23,882,520 reflects a 17% (\$2,788,631) increase in net county cost from the current year adjusted budget primarily due to full year funding of additional staff associated with the opening of the new Juvenile Justice Campus (JJC) added midyear 2005-06, costs associated with transportation and holding of juveniles at the Tenth Street Court facility, and employee salaries and benefits. In addition, this budget reflects the loss of funding from the Juvenile Jail Pod Designation which was depleted in 2005-06 and the addition of Juvenile Probation and Camps funding associated with the opening of the new JJC Commitment facility. The recommended budget maintains the current occupancy of 330 beds. Staffing is recommended at 254, an increase of 5 positions from the current year.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

The recommended budget includes the following significant changes:

- Reflects the full-year funding of 20 additional staff added midyear 2005-06 associated with the opening of the JJC at the 330 bed capacity and 14 additional staff added midyear 2005-06 for the transportation and holding of juveniles at the Tenth Street Court facility.
- Includes the transfer of five dietary aide positions from the Probation Org. 3430 to this budget due to accounting changes resulting from the privatization of food services at the JJC.

SALARIES AND BENEFITS

- Salaries and Benefits represent a 22% increase over the 2005-06 year adjusted budget primarily due to the full-year funding of the additional staff added midyear 2005-06 associated with the opening of the JJC and transportation and holding of juveniles at the Tenth Street Court facility. In addition, it reflects the transfer of five dietary aides from the Probation Org. 3430 for accounting purposes. The budget also reflects employee cost of salary and benefit cost increases. A total of 254 positions are recommended, an increase of 5 positions from the current year.

PROBATION – JUVENILE JUSTICE CAMPUS – 3440

SERVICES AND SUPPLIES

- Services and Supplies represent a 1% decrease from the current year primarily due to accounting changes associated with the privatization of food services.

SUMMARY OF REVENUES

- Revenues are recommended at \$4,887,266, representing an 18% increase.
 - Federal Aid – No Federal Aid revenue is recommended for 2006-07. This is due to former Federal Temporary Assistance for Needy Family funds being replaced with State General funds, which have been budgeted in the State Aid category.
 - State Aid - Represents a 340% increase over the current year. This is due to Federal Temporary Assistance for Needy Family funds being replaced with State General funds and additional Juvenile Probation and Camps revenue being generated as a result of opening the JJC Commitment facility.
 - Charges for Services - Recommended at the current year level.
 - Juvenile Jail Pod Designation Funds - No Juvenile Jail Pod Designation funds are recommended for this fiscal year. This designation was depleted in 2005-06.

PROBATION - JUVENILE JUSTICE CAMPUS - 3440

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2003	Probation Services Manager	F	2	2	\$ 133,483
2021	Supervising Juvenile Correctional Officer	1777	15	15	878,399
2022	Senior Juvenile Correctional Officer	1569	41	41	2,116,657
2023	Juvenile Correctional Officer II	1361	138	138	6,025,871
2025	Juvenile Correctional Officer I	1139	34	34	1,156,793
2045	Probation Division Director	E	1	1	77,669
3161	Secretary IV - Conf.	1163	1	1	38,490
3432	Supervising Stock Clerk	1167	1	1	37,907
3440	Stock Clerk II	827	1	1	27,528
5052	Senior Maintenance Janitor	935	2	2	61,881
5055	Janitor	768	7	7	174,958
5029	Dietary Aide	762	3	8	183,305
5130	Washer	726	3	3	65,704
Subtotal			249	254	\$ 10,978,644
Holiday Pay					429,356
Detention Facility Differential					29,250
Shift Differential					358,241
Bilingual Pay					11,400
Salary Savings					(219,573)
TOTAL REGULAR SALARIES					\$ 11,587,318

PROBATION - ELKHORN CORRECTIONAL FACILITY

BUDGET 3445

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 5,143,697	\$ 5,828,093	\$ 6,623,797	\$ 795,704	14%
Services & Supplies	1,276,606	1,261,996	1,050,363	(211,633)	-17%
Residual Equity					
Transfer	12,419	0	0	0	0%
Total Appropriations	\$ 6,432,722	\$ 7,090,089	\$ 7,674,160	\$ 584,071	8%
<u>Revenues</u>					
Fines, Forf. & Penalties	\$ 700,000	\$ 700,000	\$ 578,500	\$ (121,500)	-17%
State Aid	222,879	267,661	1,468,878	1,201,217	449%
Federal Aid	2,167,662	2,560,683	0	(2,560,683)	-100%
Charges for Services	49,193	48,000	57,033	9,033	19%
Misc. Revenues	1,017,214	1,020,400	15,000	(1,005,400)	-99%
Realignment	832,848	571,995	576,042	4,047	1%
Total Revenues	\$ 4,989,796	\$ 5,168,739	\$ 2,695,453	\$ (2,473,286)	-48%
<u>Net County Cost</u>	\$ 1,442,926	\$ 1,921,350	\$ 4,978,707	\$ 3,057,357	159%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	67	66	76	10	

PROBATION – ELKHORN CORRECTIONAL FACILITY – 3445

FUNCTION

The Elkhorn Correctional Facility Division of the Probation Department operates a residential boot camp and an enhanced electronic monitoring aftercare program as an intermediate sanction to hold juvenile offenders accountable for their criminal behavior. The boot camp program focuses on military discipline, victim and community accountability, personal development, basic education, and positive decision-making to prepare minors for a positive and crime free lifestyle when they return to the community.

OVERVIEW

The 2006-07 Recommended Budget of \$7,674,160 reflects a 159% (\$3,057,357) increase in net County cost from the current year. This is primarily due to the claiming of a portion of the Probation Department's 2006-07 allocation of Juvenile Probation and Camps funds in the Probation Org 3430 that were previously claimed in this budget and the loss of the \$1,000,000 annual donation from the City of Fresno. Staffing is recommended at 76 positions, an increase of 10 positions from the current year due to the transfer of food services staff from Probation Org. 3430 to this budget for accounting purposes. The operating capacity of the facility is recommended to remain at the current year level of 185 beds.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Over the last several years, food services provided to the Juvenile Hall and Elkhorn Correctional Facility (ECF) were prepared by County staff at the ECF. All food service costs were budgeted in the Probation Org. 3430 and cost applied to the Juvenile Hall and the Elkhorn Correctional Facility based on a prorated share of costs. With the opening of the Juvenile Justice Campus (JJC), food services are being provided to the Campus by private contract. Food Services to the ECF will continue to be prepared by County staff at the ECF. Based on this, it is recommended food services no longer be budgeted in Org 3430 but rather in the respective institution's budget and a total of one senior cook, five cooks, one baker, and three dietary aides be transferred from Org 3430 to this budget.

SALARIES AND BENEFITS

- Salaries and Benefits represent a 14% increase from the current 2005-06 year primarily due to the transfer of food services staff from the Probation Org 3430 to this budget. Staffing is recommended at 76 positions, an increase of 10 positions from the current year level.

SERVICES AND SUPPLIES

- Services and Supplies represent a 17% decrease from the current year primarily due to the accounting changes associated with food services.

PROBATION – ELKHORN CORRECTIONAL FACILITY – 3445

SUMMARY OF REVENUES

- Revenues are recommended at \$2,695,453 representing a 48% decrease. Fines, Forfeitures and Penalties – For 2006-07 Criminal Justice Facility Construction Fund revenue, estimates are based on projections of current annual receipts. This represents a reduction from prior year revenues which included a draw down from a trust fund balance in this account.
 - State Aid – Reflects an increase of \$1,201,217 due to former Federal Temporary Assistance for Needy Family funds being replaced with State General funds.
 - Federal Aid – Represents a decrease of \$2,560,683 due to former Federal Temporary Assistance for Needy Family funds being replaced with State General funds.
 - Charges for Services – Budgeted at the current year level, which is a 19% increase.
 - Miscellaneous Revenues – Represents a decrease due the loss of the \$1,000,000 annual donation from the City of Fresno.
 - State/Local Program Realignment – Reflects a slight increase based on the estimated realignment revenues anticipated for 2006-07.

PROBATION-ELKHORN CORRECTIONAL FACILITY - 3445

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2003	Probation Services Manager	F	1	1	\$ 65,298
2005	Deputy Probation Officer IV	1827	1	1	61,494
2007	Deputy Probation Officer III	1654	2	2	111,284
2010	Deputy Probation Officer II	1619	1	1	43,256
2045	Probation Division Director	E	1	1	77,298
2021	Supervising Juvenile Correctional Officer	1777	6	6	359,337
2022	Senior Juvenile Correctional Officer	1569	12	12	619,884
2023	Juvenile Correctional Officer II	1361	31	31	1,347,109
2025	Juvenile Correctional Officer I	1139	6	6	193,005
3080	Office Assistant III	938	4	4	124,185
5110	Senior Cook	1134	0	1	32,397
5020	Cooks	861	0	5	137,698
5027	Dietary Aides	702	0	3	78,596
5005	Baker	945	0	1	31,285
3440	Stock Clerk II	827	1	1	26,950
Subtotal			66	76	\$ 3,309,076
	Holiday Pay				118,432
	Detention Differential				18,850
	Shift Differential				98,468
	Bilingual Skill Pay				4,200
	Military Leave Pay				5,680
	Salary Savings				(33,148)
TOTAL REGULAR SALARIES					\$ 3,521,558

DEPARTMENT OF CHILD SUPPORT SERVICES

BUDGET 5110

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 18,346,798	\$ 18,298,715	\$ 19,396,493	\$ 1,097,778	6%
Services & Supplies	5,437,370	5,616,977	4,285,799	(1,331,178)	-24%
Fixed Assets	142,568	151,200	0	(151,200)	-100%
Total Appropriations	\$ 23,926,736	\$ 24,066,892	\$ 23,682,292	\$ (384,600)	-2%
<u>Revenues</u>					
State Aid	\$ 8,114,048	\$ 8,158,867	\$ 7,910,879	\$ (247,988)	-3%
Federal Aid	15,750,799	15,837,801	15,698,413	(139,388)	-1%
Intrafund Revenues	61,889	70,224	73,000	2,776	4%
Total Revenues	\$ 23,926,736	\$ 24,066,892	\$ 23,682,292	\$ (384,600)	-2%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	338	327	327	0	

DEPARTMENT OF CHILD SUPPORT SERVICES – 5110

FUNCTION

The Department of Child Support Services is responsible for establishing parentage and securing financial and medical support for children through administrative processes and the civil court system. This program is mandated by Federal and State law and authorized under Title IV-D of the Social Security Act. Services are designed to assist parents in their mutual obligation to financially support and care for their children.

OVERVIEW

The 2006-07 Recommended Budget of \$23,682,292 reflects a (\$384,600) decrease in appropriations and revenues from the 2005-06 Adopted Budget. There is no net County cost associated with this budget. The department is awaiting the State funding allocation. Staffing is recommended at 327 positions.

DEPARTMENT COMMENTS

The Fresno County Department of Child Support Services has requested additional funding from the State of California to cover increasing expenses following five years of level or reduced recurring funding. The department remains committed to maintaining and improving core services and performance through maximizing available funding, process improvements and prioritization of resources.

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Salaries and Benefits represent a 6% increase from the current fiscal year as a result of salary increases and increases in the cost of employee benefits.

SERVICES AND SUPPLIES

- Services and Supplies costs have been reduced to a bare minimum from the current year. The major changes are in the reduction of Telephone Charges, Office Expense, Postage, Data Processing Services, Special Departmental Expense and the Countywide cost allocation. The department is no longer printing and mailing child support warrants. The State has taken over this function with the transition to a State Disbursement Unit. The department has also outsourced the printing and mailing of other documents reducing the postage and office supply costs. The fees paid to the Internal Revenue Service for child support intercept collections are now being paid by the State, eliminating the Special Departmental Expense. The Data Processing Service expenses have been reduced by lowering the number of connected devices and reducing the maintenance costs on legacy child support computer programs.

DEPARTMENT OF CHILD SUPPORT SERVICES – 5110

SUMMARY OF REVENUES

- Revenues are recommended at \$23,682,292 a 2% decrease from the current year. The department's budget and revenue allocation are pending on the State funding allocation. The department receives two separate and distinct funding allocations, administrative and electronic data processing. The department receives funding via the State broken down as follows: 66% Federal pass-through and 34% State. Intrafund revenues increased 4% reflecting the increased costs of salary and benefits.

PENDING FACTORS

- The base administrative revenue allocation has remained unchanged for the past five years while costs have dramatically increased. To address the allocation shortfall from previous fiscal years, the department has cut contracted services and reduced its' workforce. To address the allocation shortfall for FY 2006-07, the department has cut contracted services and reallocated funding. The major changes are in the reduction of Telephone Charges, Office Expense, Postage, and Data Processing Charges. The savings have been reallocated to other areas of need, primarily to address the salary and benefit increases.
- The recommended budget includes \$587,386 in salary savings from normal employee attrition and hiring time lags. These savings will be monitored very closely next year. If the savings do not materialize, further staff and/or services and supplies reductions will be necessary. The department has submitted to the State an additional reallocation of \$165,698 for administrative salaries and benefits to the EDP (Electronic Data Processing). This shifting of revenue is still under review by the State Department of Child Support Services.

DEPARTMENT OF CHILD SUPPORT SERVICES – 5110

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8100	Director of Child Support Services	B	1	1	\$ 112,513
0210	Assistant Director of Child Support Services	C	1	1	93,624
2304	Deputy Director of Child Support Services	D	1	1	88,389
2315	Child Support Business Manager	E	1	1	81,190
1250	Chief Child Support Attorney	C	1	1	106,852
1251	Senior Child Support Attorney	3094	2	2	198,982
1252	Child Support Attorney IV	2875	2	2	184,898
1253	Child Support Attorney III	2457	2	2	143,208
1254	Child Support Attorney II	2046	2	2	113,574
2211	Systems and Procedures Analyst II	1754	1	1	56,402
2212	Systems and Procedures Analyst III	2032	2	2	124,560
2240	Senior Systems and Procedures Analyst	2215	2	2	146,376
2294	Senior Staff Analyst	F	1	1	71,358
2293	Staff Analyst III	1923	1	1	61,837
1978	Child Support Services Program Manager	E	2	2	140,612
1977	Supervising Child Support Officer	1768	12	12	682,130
1979	Senior Child Support Officer	1504	30	30	1,439,548
1974	Child Support Officer III	1366	54	54	2,319,652
1976	Child Support Officer II	1237	30	30	1,158,828
1975	Child Support Officer I	1021	30	30	861,614
1973	Child Support Assistant	991	19	19	593,555
3010	Chief Office Assistant	1444	1	1	46,434
3070	Supervising Office Assistant II	1287	9	9	372,465
3078	Supervising Office Assistant I	1094	4	4	140,716
3621	Program Technician II	1282	8	8	329,792
3620	Program Technician I	1146	2	2	63,614
3080	Office Assistant III	964	48	48	1,474,601
3110	Office Assistant II	866	22	22	570,209
3125	Office Assistant I	771	1	1	23,593
3255	Senior Accountant	1949	2	2	125,293
3240	Supervising Account Clerk II	1303	1	1	36,165
3235	Supervising Account Clerk I	1165	4	4	149,848
3260	Account Clerk III	1018	10	10	327,238

DEPARTMENT OF CHILD SUPPORT SERVICES – 5110

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3205	Account Clerk II	911	9	9	\$ 239,509
1202	Legal Assistant III	1397	1	1	44,923
3166	Administrative Secretary - Conf.	1325	1	1	42,607
3161	Secretary IV - Conf.	1195	1	1	38,427
3623	Program Technician II - Conf.	1282	3	3	119,649
3081	Office Assistant III - Conf.	968	1	1	31,127
3111	Office Assistant II - Conf.	873	1	1	24,230
3440	Stock Clerk II	848	1	1	27,268
Subtotal			327	327	\$ 13,007,410
	Auto Allowance				6,156
	Bilingual Skill Pay				33,600
	Supervisor Differential				5,850
	Less Salary Savings				(587,386)
TOTAL REGULAR SALARIES					\$ 12,465,630

NOTES

COURT ANCILLARY SERVICES

BUDGET 2838

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 637,818	\$ 658,673	\$ 688,247	\$ 29,574	4%
Other Charges	17,582,914	18,422,988	18,282,677	(140,311)	-1%
Total Appropriations	\$ 18,220,732	\$ 19,081,661	\$ 18,970,924	\$ (110,737)	-1%
<u>Revenues</u>					
Fines, Forf. & Penalties	\$ 4,602,139	\$ 6,001,242	\$ 4,611,725	\$ (1,389,517)	-23%
Charges for Services	5,316,778	5,500,000	5,077,370	(422,630)	-8%
Intrafund Revenues	0	0	0	0	0%
Rev. from Use of Money & Prop	26,580	0	32,967	0	100%
Misc. Revenues	15,032	551,250	55,145	(496,105)	-90%
Total Revenues	\$ 9,960,529	\$ 12,052,492	\$ 9,777,207	\$ (2,308,252)	-19%
<u>Net County Cost</u>	\$ 8,260,203	\$ 7,029,169	\$ 9,193,717	\$ 2,164,548	31%

COURT ANCILLARY SERVICES – 2838

FUNCTION

Under the provisions of the Trial Court Funding Act (Act) of 1997, the State assumed responsibility for funding trial court operations commencing with the 1997-98 FY. The County is responsible for paying a Maintenance-of-Effort (MOE) to the State consisting of two components: the County's contribution to trial court operations in FY 1994-95, and fines and forfeiture revenue remitted to the State in that same year.

The Act also requires counties to maintain their obligation to provide court facilities for judicial and court positions created prior to July 1, 1996. Beginning July 1, 2003, negotiations began between counties and the Administrative Office of the Courts to transfer responsibility of court facilities to the State no later than June 30, 2007. Upon completion of the transfer, counties will be required to establish a new MOE for facilities maintenance based on historical averages.

Also included in this budget are costs which are necessary to the operation of the courts, but which are deemed as non-allowable under the California Rules of Court. These include costs related to juror parking, court facility lease payments, and utilities. Also included are those judicial benefits still funded by the County.

OVERVIEW

The 2006-07 Recommended Budget of \$18,970,924 reflects a 31% (\$2,164,548) increase in net County cost over the 2005-06 Adopted Budget. The increase is due to multiple factors: 1) an increase in facility rents, 2) Required payments to the State, 3) As of January 1, 2006, civil fees are no longer being received (estimated \$200,000 annually), and 4) Revenue estimates have been reduced based on actual receipts during the current year 2005-06 and the prior year 2004-05. Undesignated fees are reinstated in this budget as revenue and as an appropriation to make the required payment to the State. Other Charges include the County's State Trial Court Maintenance-of-Effort obligation of \$14,918,413.

SUMMARY OF CAO RECOMMENDATIONS

SERVICES AND SUPPLIES

- Services and Supplies represent a 4% increase in over the current year 2005-06.
 - The rate for PeopleSoft Financial services decreased from the current year.
 - Rents and Leases-Buildings represent an increase due to negotiated rent increases for court facilities and projected rent for a replacement Selma court facility.
 - Utilities will increase based on current actuals.

OTHER CHARGES

- Other Charges of \$18,282,677 reflects a 1% decrease from the current year primarily based on the actual transfer of growth revenues paid to the State (as required by statute) being lower than originally anticipated.

Recommended funding includes:

COURT ANCILLARY SERVICES – 2838

- The County's State Trial Court Maintenance-of-Effort obligation of \$14,918,413, which includes a base court services cost obligation of \$11,222,780 and a fines and forfeitures base of \$3,695,633. This amount does not change from year to year.
- An estimated \$3.35 million that includes growth revenue which will be forwarded to the State under the Trial Court Funding Act provisions, and undesignated fees which must be shifted to the State under an agreement with counties. This estimate decreased from the current year based on the growth revenues paid to the State in FY 2005-06.
- Judicial benefits are paid under the agreement between the courts and the County. In 1997, the County agreed to continue paying judicial benefits (health and life insurance) only for judicial positions existing at that time. These costs have steadily declined as judges have retired, and will total approximately \$14,600 for 2006-07.

SUMMARY OF REVENUES

- Revenues are recommended at \$9,777,207 a decrease from the current year based on actual receipts for the prior year 2004-05 and the current year 2005-06.
 - Fines, Forfeitures, and Penalties – Conservatively estimated based on the level of revenue received for court-generated revenues from various sources, including motor vehicle fines, criminal fines, and County penalties. As a result of AB139, effective January 1, 2006, civil fees will no longer be received and small claims fees will only be allowed to be used for small claims advisory services. Current year anticipated revenues were over estimated by \$1.39M, 2006-07 anticipated revenues are based on actuals.
 - Charges for Services – Are based on actual court-generated revenues, primarily derived from fees for the Traffic Violator School program. Also included are revenues from collection of various court civil fees and those derived from the Family Court Services unit.
 - Revenues from Use of Money & Property – This is the amount the Courts are paying for their shared costs at the facilities where they occupy space. Selma Superior Court is one of these locations, which reopened in March of 2006.
 - Miscellaneous Revenues – Undesignated fees revenue is included in this budget. There is a significant decrease in revenues primarily because of the Trial Court Facility revenues are no longer being incorporated into this budget, approximately \$500,000. The reduced amount in the 2006-07 budget is based on current actual revenue being received.

NOTES

ALTERNATE INDIGENT DEFENSE

BUDGET 2875

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 3,441,765	\$ 3,475,371	\$ 3,577,954	\$ 102,583	3%
Total Appropriations	\$ 3,441,765	\$ 3,475,371	\$ 3,577,954	\$ 102,583	3%
<u>Revenues</u>					
Fines, Forf. & Penalties	\$ 450,150	\$ 450,151	\$ 450,148	\$ (3)	0%
Total Revenues	\$ 450,150	\$ 450,151	\$ 450,148	\$ (3)	0%
<u>Net County Cost</u>	\$ 2,991,615	\$ 3,025,220	\$ 3,127,806	\$ 102,586	3%

ALTERNATE INDIGENT DEFENSE – 2875

FUNCTION

The Alternate Indigent Defense budget provides for the financing of legal defense services for indigent criminal defendants when the Public Defender declares a conflict of interest. Appropriations for court appointed attorneys and investigations in capital cases under Penal Code Section 987.9 are also included in this budget.

OVERVIEW

The 2006-07 Recommended Budget of \$3,577,954 represents a 3% increase in net County cost over the 2005-06 Adopted Budget. The current contract for the First and Second Level Conflict Defense Services is expiring December 31, 2006. A new contract will go out for bid for a five-year period commencing on January 1, 2007. Funding is also included for lease costs for file storage provided by the County as currently required under the contract for Alternate Indigent Defense Services.

SUMMARY OF CAO RECOMMENDATIONS

SERVICES AND SUPPLIES

- Services and Supplies represent a small increase over the current year based on contracted Alternate Indigent Defense services.

Recommended funding includes:

- First and Second Level Conflict Defense Services reflects costs for the Alternate Indigent Defense contract. The cost includes as a 4% increase from the current contract amount for the last six months of the fiscal year because the contract is based on a calendar year versus the County fiscal year. This is merely a place holder as the bidding process has not taken place.
- The rate for PeopleSoft Financial services decreased from the current fiscal year.
- Professional and Specialized Services funds anticipated indigent capital case investigations and expert witness costs. There is an increase based on last year's expenditures and current actual expenditures.
- Court Appointed Attorneys funds the cost of legal services to indigent defendants when the court must appoint a private attorney to a special circumstance case. This category also funds the cost of court appointed attorneys when the first and second level conflict defense services declare conflicts. A decrease is recommended based on current actual expenditures in FY 2005-06.

SUMMARY OF REVENUES

- Fines, Forfeitures, and Penalties, recommended at the current year level, represent the use of Criminal Justice Facility Construction Funds to partially offset indigent defense costs supported by the General Fund.

GRAND JURY

BUDGET 2870

General Fund

	Actual 2004-05		Adopted 2005-06		Recommended 2006-07		Increase/ Decrease		
<u>FISCAL SUMMARY</u>									
<u>Appropriations</u>									
Services & Supplies	\$	38,666	\$	41,047	\$	41,047	\$	0	0%
Total Appropriations	\$	38,666	\$	41,047	\$	41,047	\$	0	0%
<u>Net County Cost</u>	\$	38,666	\$	41,047	\$	41,047	\$	0	0%

GRAND JURY – 2870

FUNCTION

The Grand Jury is formed pursuant to Penal Code Section 888. Members are impaneled by the Presiding Judge of the Fresno County Superior Court to investigate and inquire into the operations of the County, cities, and special districts. The Grand Jury also hears indictments brought by the District Attorney and may investigate misconduct of public officials. While the formation of a Grand Jury is mandated, the service level is not mandated.

OVERVIEW

The 2006-07 Recommended Budget of \$41,047 represents no increase or decrease in net County cost from the 2005-06 Adopted Budget.

SUMMARY OF RECOMMENDATIONS

SERVICES AND SUPPLIES

- Services and Supplies will finance office, travel, and jury witness expenses related to the Grand Jury's activities, and printing costs for the annual report.

NOTES

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BOARD OF SUPERVISORS

BUDGET 0110

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 1,214,731	\$ 1,306,319	\$ 1,432,565	\$ 126,246	10%
Services & Supplies	267,606	241,813	213,956	(27,857)	-12%
Total Appropriations	\$ 1,482,337	\$ 1,548,132	\$ 1,646,521	\$ 98,389	6%
<u>Revenues</u>					
Development Serv. Fees	\$ 2,425	\$ 2,800	\$ 2,400	\$ (400)	-14%
Charges for Services	34,069	20,000	0	(20,000)	-100%
Misc. Revenues	55,000	1,760	2,000	240	14%
Intrafund Revenues	509	0	0	0	0%
Total Revenues	\$ 92,003	\$ 24,560	\$ 4,400	\$ (20,160)	-82%
<u>Net County Cost</u>	\$ 1,390,334	\$ 1,523,572	\$ 1,642,121	\$ 118,549	8%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	15	15	15	0	

BOARD OF SUPERVISORS – 0110

FUNCTION

The five members of the Board of Supervisors are elected to serve as the legislative, policymaking body of the County. The Board is empowered by the State Constitution, the laws of California, and the Fresno County Charter to enact ordinances and establish policies that provide for the health, safety, and welfare of County residents. The Board is accountable for the appropriation of public funds under their jurisdiction and appoints the County Administrative Officer who is responsible to supervise and manage County operations necessary to meet State mandates and carry out local service priorities. Board Member Assistants are responsible for assisting Board Members in a confidential capacity by performing research, constituent liaison work, and providing secretarial services. The Clerk to the Board's Office is responsible for a variety of ministerial duties in support of the Board. The Clerk also administers the property assessment equalization program, serves as filing officer for Statements of Economic Interests, and is responsible for certifications of tract and parcel maps for recordation.

OVERVIEW

The 2006-07 Recommended Budget of \$1,642,121 includes funding for current service level. Staffing is recommended at the prior year level of 15 positions.

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Salaries and Benefits represent a net increase of 10% over the prior year. Recommended funding reflects a decrease in unemployment insurance and an increase in the health insurance contribution; benefit adjustments; retirement rates; and normal step advances.

SERVICES AND SUPPLIES

- Services and Supplies represent a net decrease of 12% from the prior year due to a reduction of services needed. In an effort to streamline the payment of newspaper publication invoices, departments will pay the invoices directly instead of the Clerk to the Board paying the invoices and then charging the departments for the expenditures.

SUMMARY OF REVENUES

- Revenues are recommended at a decreased level from 2005-06.
 - Development Services Fees (\$2,400). Represent a decrease based on actual recovery of costs in 2005-06 from the Public Works and Planning Department budget (4360) for processing of land use applications.
 - Miscellaneous Revenues (\$2,000). Represent an increase based on actual receipts in the prior year. Includes monies received for making copies, recording cassette tapes for clients, sale of ordinance codes and research by clerk staff.
 - Charge for Services (\$0). A decrease of \$20,000 as departments will pay newspaper publication invoices directly instead of the Clerk to the Board paying the invoices and then charging the departments for the expenditures.

BOARD OF SUPERVISORS - 0110

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>POSITIONS RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
0415	Chairman, Board of Supervisors	Elected	1	1	\$ 98,889
0410	Member, Board of Supervisors	Elected	4	4	378,103
0420	Board Member Assistants	1301	5	5	262,388
3025	Clerk to Board of Supervisors	G	1	1	70,331
3026	Assistant Clerk, Board of Supervisors	1672	1	1	53,313
3623	Program Technician II-C	1218	2	2	82,142
3081	Office Assistant III-C	844	1	1	27,904
Subtotal			15	15	\$ 973,070
Remuneration					10,530
Auto Allowance					24,624
TOTAL REGULAR SALARIES					\$ 1,008,224

NOTES

COUNTY ADMINISTRATIVE OFFICE

BUDGET 0120

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 1,171,679	\$ 1,560,004	\$ 1,959,138	\$ 399,134	26%
Services & Supplies	94,975	152,666	346,417	193,751	127%
Other Financing Uses	0	0	24,500	24,500	100%
Total Appropriations	\$ 1,266,654	\$ 1,712,670	\$ 2,330,055	\$ 617,385	36%
<u>Revenues</u>					
Other Misc.	26,588	63,018	31,906	(31,112)	-49%
Fines, Forf. & Penalties	80,000	80,000	66,150	(13,850)	-17%
Charges for Services	26,166	6,323	0	(6,323)	-100%
Intrafund Revenues	229,753	307,819	347,187	39,368	13%
Total Revenues	\$ 362,507	\$ 457,160	\$ 445,243	\$ (11,917)	-3%
<u>Net County Cost</u>	\$ 904,147	\$ 1,255,510	\$ 1,884,812	\$ 629,302	50%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	15	17	17	0	

COUNTY ADMINISTRATIVE OFFICE – 0120

FUNCTION

The County Administrative Office (CAO) is responsible for administering the affairs of County government and for implementing and coordinating the County's Economic Development Programs. As such, the office works with all County Department Heads, various local, State, and Federal government entities, non-profit agencies, businesses, and educational institutions to address community concerns and overall issues in the operation of the County. This office processes agenda items and sets Board of Supervisor meeting agendas, conducts continuous research in administrative policies and practices, with special emphasis being placed on the review of interdepartmental coordination and management to ensure that service to the public is provided in the most efficient manner possible. This office develops the annual recommended budget for the Board of Supervisors' consideration and exercises budgetary control over departmental expenditure of funds and use of personnel. The County Administrative Office also provides liaison and coordination activities for the budgeting, financing, and management of capital improvement projects; acts as negotiator in County litigation matters; and is responsible for all emergency-related activities. The County's Economic Development function, previously in a separate budget unit, was moved into this budget unit in the prior year. The Board of Supervisors established the County Administrative Office - Economic Development unit on April 23, 2002, to intensify efforts to stimulate job creation, diversify the economic base, and improve labor force preparedness in Fresno County. The unit coordinates with local and regional representatives to develop and implement economic strategies and assists businesses that are going through the development process.

OVERVIEW

The 2006-07 Recommended Budget of \$2,330,055 provides funding for the various functions of the Administrative Office, including the Economic Development function, which was combined with this budget unit in the prior year. Staffing is recommended at the FY 2005-06 level of 17 positions.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- The Economic Development function was combined with the Administrative Office budget unit during FY 2005-06 and full-year costs are now contained in this budget unit. Economic Development staff will continue to work closely with other economic development agencies to promote the creation of jobs in Fresno County, focusing on the retention and expansion of businesses and the attraction of new businesses.
- The operational audit function, which became fully staffed late in the prior year, will continue to receive management emphasis and provide detailed analysis as requested by the Board of Supervisors.

SALARIES AND BENEFITS

- Salaries and Benefits represent an increase from the prior year as a result of programmed salary increases, filling vacant positions, full-year costs for Economic Development staff, and Countywide increases in the cost of employee benefits.

COUNTY ADMINISTRATIVE OFFICE – 0120

- Staffing is recommended at the prior year level of 17 positions.

SERVICES AND SUPPLIES

- Services and Supplies are recommended at an increase from the prior year level based on projected costs for full-year operational audit expenses and the merger of the Economic Development function into this budget unit.

SUMMARY OF REVENUES

- Revenues are recommended at a decrease from the prior year level based primarily on a reduction in available trust funds.
 - Other Miscellaneous (\$31,906) – Estimated at a reduction due to the transfer of Zoo Authority staff support and corresponding revenues (\$31,112) to the department of Public Works & Planning. Indian Gaming funds are estimated to continue at \$31,906 to offset costs related to administration of Indian Gaming grant award funds.
 - Fines, Forfeitures and Penalties (\$66,150) – Criminal Justice Facility Construction Fund revenue estimates are based on projections of current annual receipts. This represents a reduction from prior year revenues which include a draw down from a trust fund balance in this account.
 - Charges for Services (\$0) – No revenue is projected for staff support provided on Capital Projects.
 - Intrafund Revenues (\$347,187) – Recommended at an increase from prior year based on projected staffing requirements and the inclusion of revenue generated by the Economic Development function.

COUNTY ADMINISTRATIVE OFFICE - 0120

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>POSITIONS RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
8020	County Administrative Officer	FLAT	1	1	\$ 152,370
8211	Assistant County Administrative Officer	B	1	1	107,020
8225	Deputy County Administrative Officer	C	1	1	101,934
2247	Principal Administrative Analyst	E	6	6	469,467
2270	Senior Administrative Analyst	F	5	5	331,363
3170	Administrative Assistant to CAO	H	1	1	46,940
3166	Administrative Secretary - Conf.	1290	1	1	42,702
3141	Secretary III-Conf.	1057	1	1	34,968
Subtotal			17	17	\$ 1,286,764
Steno Allowance					1,566
Auto Allowance					12,312
TOTAL REGULAR SALARIES					\$ 1,300,642

ADVERTISING COUNTY RESOURCES

BUDGET 1930

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 385,386	\$ 325,000	\$ 325,000	\$ 0	0%
Services and Supplies	220	146	149	3	2%
Total Appropriations	\$ 385,606	\$ 325,146	\$ 325,149	\$ 3	0%
<u>Revenues</u>					
Total Revenues	\$ 0	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 385,606	\$ 325,146	\$ 325,149	\$ 3	0%

ADVERTISING COUNTY RESOURCES – 1930

FUNCTION

The Advertising County Resources budget funds service contracts developed for the purpose of promoting the trade and commerce of Fresno County. This budget is used to appropriate Fresno County's contributions to the Economic Development Corporation Serving Fresno County and to finance the cost of tourism marketing activities of the Fresno County Office of Tourism, as part of the Department of Public Works and Planning.

OVERVIEW

The 2006-07 Recommended Budget of \$325,149 includes the allocation of \$200,000 for the Fresno County Office of Tourism, to provide for continued countywide tourism marketing activities in accordance with the County's Tourism Master Plan. This amount is the same amount as approved for FY 2005-06, and will provide for a slightly reduced level of activity as marketing and advertising costs continue to escalate.

Also recommended in this budget is the allocation of \$125,000 to the Economic Development Corporation Serving Fresno County (EDC) for the continued implementation of economic development marketing programs and the promotion of job creation in Fresno County, consistent with the economic element of the General Plan.

The EDC plays a very important role in the implementation of the Fresno County Economic Development Strategy, West Side Economic Action Plan, and business development strategies of the Five Cities Authority, the Golden State Business Development Corridor and the Fresno Regional Jobs Initiative.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- The EDC will continue its marketing efforts to expand and create jobs in Fresno County with an emphasis on the new economic development strategies being implemented on the East and West side regions of Fresno County.
- Office of Tourism funding is sufficient to continue efforts as the region's tourism Destination Marketing Organization for all Fresno County, responsible for marketing the assets of Fresno County to outside travelers and tour groups in an effort to stimulate economic development and create jobs. The Office of Tourism will continue to focus its efforts on marketing existing tourism attractions to outside tourists and tourism providers, including the County's participation in Statewide tourism marketing events, coordination and interaction with reporters, travel writers and other related media, enhancing and maintaining the tourism website and publishing the popular seasonal calendar of festivals and events which is marketed externally along with the region's attractions.
- The Office of Tourism uses portions of three positions authorized in budget 7205-Public Works and Planning-Community Development, and the work effort is budgeted in the Department of Public Works and Planning's budget 4360/0900.
- The Fresno County Office of Tourism also functions as the State-designated Fresno County Film Commission assisting location professionals with location information and permitting assistance throughout the County and its 15 cities. The recommended funding amount of \$200,000 will continue these efforts at the FY 2005-06 level.

ADVERTISING COUNTY RESOURCES – 1930

OTHER CHARGES

- Other Charges, recommended at \$325,000, reflects the same appropriation as the FY 2005-06 Adopted Budget.

Recommended funding includes:

- A base allocation of \$125,000 for the EDC. The EDC estimates that approximately 2,000 new jobs a year are created by firms relocating to Fresno County and an estimated 716 new jobs are created by existing firms expanding operations.
- An allocation in the amount of \$200,000 for the continued implementation of the Fresno County Tourism Master Plan. This allocation will finance staffing costs and services and supplies expenses associated with the Tourism Program. Tourism projects that promote private-public financial partnerships in advertising will continue to be encouraged.

NOTES

INTEREST AND MISCELLANEOUS EXPENDITURES

BUDGET 2540

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 1,151,674	\$ 1,140,661	\$ 1,538,122	\$ 397,461	35%
Other Charges	3,859,747	2,140,574	3,055,846	915,272	43%
Other Financing Uses	402,093	3,590,000	6,523,095	2,888,695	80%
Total Appropriations	\$ 5,413,514	\$ 6,871,235	\$ 11,117,063	\$ 4,201,428	61%
<u>Revenues</u>					
Taxes	\$ 0	\$ 90,000	\$ 125,000	\$ 35,000	39%
Misc. Revenues	4,712	15,000	5,000	(10,000)	-67%
Intrafund Revenues	39,072	95,000	90,000	(5,000)	-5%
Total Revenues	\$ 43,785	\$ 200,000	\$ 220,000	\$ 20,000	10%
<u>Net County Cost</u>	\$ 5,369,729	\$ 6,671,235	\$ 10,897,063	\$ 4,181,428	63%

INTEREST & MISCELLANEOUS EXPENDITURES – 2540

FUNCTION

This budget provides financing for expenditures that are general in nature and not attributable to the operation of any specific department. Appropriations primarily finance the County's short-term borrowing program, the Countywide audit and contributions to fire services.

OVERVIEW

The 2006-07 Recommended Budget of \$11,072,663 reflects a 63% (\$4,181,428) increase in net County cost over the 2005-06 Adopted Budget. The increase is primarily due to an increase in the estimated contribution of Proposition 172 funds to fire districts, ITSD costs related to the Sheriff's Public Safety Information System, new funding for Facilities Planning, the first debt service payment for the Juvenile Justice Campus, and an increase in the estimated costs associated with the County's Tax and Revenue Anticipation Notes (TRANs). In 2006-07, the TRANs borrowing is estimated at \$90,000,000. The total estimated interest costs of \$4,500,000 associated with the TRANs are included in this budget. In addition, the recommended budget provides financing for five outside agencies, County-wide audit services, and the Amador Plan fire services. Funding for Volunteer Fire Departments has been transferred from the General Services budget to this budget.

SUMMARY OF CAO RECOMMENDATIONS

SERVICES AND SUPPLIES

- Recommended at \$1,538,122, reflect an increase from the 2005-06 Adopted Budget due to increases in Professional and Specialized Services.

Recommended Funding includes:

- Estimated underwriter and bond counsel fees (\$50,000) which will finance costs for the 2006-07 Tax and Revenue Anticipation Notes. Each year the County issues Tax and Revenue Anticipation Notes to provide money to meet the General Fund's current year expenditures and to discharge its obligations and indebtedness. The principal of the notes and the interest thereon are paid from pledged property taxes and revenues the County anticipates to receive during the fiscal year.
- Countywide audit services (\$200,000). Funding will finance the annual independent audits required for the County's financial statement, Federal Single Audit Act, the Local Transportation Authority, Treasury Oversight Committee, Office of Criminal Justice Planning, American Avenue Disposal Site, the Special Report on the Blue Hills Disposal Site, and the Fresno County Employees Retirement Association.
- Federal Advocate Contract (\$80,000). Funding will finance the contract services with a Federal Legislative Advocate to more effectively represent the needs of the County of Fresno at the Federal level.

OTHER CHARGES

- Recommended at \$3,055,846, represent an increase over the current year.

Recommended Funding includes:

INTEREST & MISCELLANEOUS EXPENDITURES – 2540

- Legion of Valor Museum (\$21,000). Funding for the Legion of Valor Museum is recommended at an increase of \$2,000 from the current year. The Legion of Valor Museum expends the County's contribution for the promotion, improvement, operation, and maintenance of the Legion of Valor National Museum located in Fresno, with the continued recognition of veterans of all wars with special emphasis on those that have either joined the service from Fresno County or presently reside here.
- Fresno City/County Historical Society (\$12,500). Funding for the Historical Society is recommended at the current year level. Funding is used to finance operational costs of the Kearney Mansion Museum, Miller Blockhouse, and archives of local history. Continued funding in the amount of \$19,000 is also recommended for maintenance and repairs to the exterior of the Kearney Mansion Museum for which the County is responsible under agreement with the Historical Society. These funds are included in the Department of Public Works and Planning - Parks and Grounds budget (7910).
- Amador Plan Fire Services (\$741,854). The Amador Plan provides for an agreement with the California Department of Forestry and Fire Protection for off-season fire protection services, which are operated from facilities located at Hurley, Blasingame, Piedra, Shaver Lake, and Squaw Valley. Funding is recommended at a reduced amount from the current year level based on the California Department of Forestry estimates at the same level of service, for the period of November 1, 2006 to May 15, 2007. Payments under this agreement are based on the actual cost of services rendered. The agreement with the State is presented to the Board of Supervisors' during the fiscal year for retroactive approval.
- Proposition 172 Share to Fire Protection Districts (\$1,250,000). The Board of Supervisors approved sharing a portion of the actual growth in Proposition 172 (Public Safety Sales Tax) with all fire districts that suffer a net loss due to the Educational Revenue Augmentation Fund (ERAF) shift to the State. Two fire protection districts (Fresno County and Fig Garden) currently meet these criteria and will receive a share of the actual growth in Proposition 172 funds.
- Fresno-Madera Area Agency on Aging (\$44,509). Funding is recommended at the current year level and includes Fresno County's financial share of a Joint Powers Agreement (JPA) between the County, City of Fresno, and the County of Madera. These funds provide the required match which allows the Area Agency on Aging to receive Federal and State funding for the provision of senior services.
- Volunteer Bureau Crossing Guard Program (\$18,000). Funding for the Crossing Guard program is recommended at an increase of \$2,000 from the current year. Funding is used for administrative costs and stipends to reimburse guards for gasoline expenses. Stipends are paid only for sites where volunteers cannot be recruited and are warranted as extremely dangerous. The Crossing Guard program recruits and coordinates the work of about 200 volunteer crossing guards which supervise over 5,000 school children daily. In addition to County funding, the Bureau has requested \$36,200 from the City of Fresno and \$45,000 from the Fresno Unified School District. Additional monies are accumulated through fundraising efforts.

INTEREST & MISCELLANEOUS EXPENDITURES – 2540

- Commission on Status of Women (\$4,000). Fresno County has participated for many years in financing the Commission on Status of Women through a JPA with the City of Fresno. Under the JPA, the City and County share equally in the cost. Funding for the Commission on Status of Women is recommended at the current year level.
- Volunteer Fire Contribution (\$11,250). Fresno County has provided funding for many years to volunteer fire departments in Fresno County to purchase various types of firefighting equipment (previously appropriated in the General Services budget). Volunteer Fire Departments currently sharing this contribution are Big Creek, Mountain Valley, Huntington Lake, Pine Ridge and Hume Lake.
- Sheriff's Public Safety Information System (PSIS) (\$863,733). Funding for this system was approved by the Board of Supervisors during the current year. Appropriations recommended for 2006-07 represent Information Technology Services Department costs related to the implementation of the PSIS.
- Facilities Planning (\$70,000). Funding is recommended for ongoing analyses, appraisals and consultant time related to the review of all proposed changes in the use or occupancy of County owned, leased, occupied or managed properties to ensure a countywide approach.

OTHER FINANCING USES

- Recommended at \$6,478,695, reflect an 80% increase from the prior year.

Recommended Funding includes:

- Interest costs for the Tax and Revenue Anticipation Notes (TRANS). Interest related to the TRANS has been estimated by the Auditor-Controller/Treasurer-Tax Collector's Office at \$4,500,000, a \$910,000 increase over the current year based on the size of borrowing and the anticipated interest rate trend.
- The first debt service payment for the Lease Revenue Bonds for the newly constructed Juvenile Justice Campus (\$1,978,695). These funds are transferred to the Debt Service Org. 0124 where the payment will be made from.
- Net County cost contribution of \$44,400 to PeopleSoft Org 8903 to fund the portion of the PeopleSoft cost related to Fresno County Schools.

SUMMARY OF REVENUES

- Revenues totaling \$220,000 are recommended and include:
 - Taxes Revenues (\$125,000) - Additional sales tax revenue received as a result of contract services for sales tax recovery.
 - Miscellaneous Revenues (\$5,000) - Charges to user departments outside the General Fund for the cost of armored transport services (\$5,000).
 - Intrafund Revenues (\$90,000) - Charges to user departments within the General Fund for the cost of armored transport services (\$35,000) and charges to user departments within the General Fund for the cost of merchant card charges (\$55,000).

DEBT SERVICE

BUDGET 0124

Special Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 0	\$ 3,590,000	\$ 7,826,751	\$ 4,236,751	118%
Total Appropriations	\$ 0	\$ 3,590,000	\$ 7,826,751	\$ 4,236,751	118%
<u>Revenues</u>					
Operating Transfers In	\$ 0	\$ 3,590,000	\$ 6,478,695	\$ 2,888,695	80%
Other Financing Sources	0	816,927	1,348,056	531,129	65%
Total Revenues	\$ 0	\$ 4,406,927	\$ 7,826,751	\$ 3,419,824	78%
Revenues In Excess of Appropriations	0	816,927	0	(816,927)	-
Designation for Energy Savings Project					100%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%

DEBT SERVICE – 0124

FUNCTION

This budget provides for the appropriations and revenues for the annual debt service payments for the County's long and short-term debt obligations including Lease Revenue Bonds and Tax and Revenue Anticipation Notes, Juvenile Justice Campus Lease Revenue Bonds and the Downtown Energy Savings Project. Information is also provided regarding the County's outstanding Pension Obligation Bonds.

OVERVIEW

The FY 2006-07 Recommended Budget totals \$7,826,751 and includes the interest payment for the annual Tax and Revenue Anticipation Notes, and the first year debt service payments for the Juvenile Justice Campus Lease Revenue Bonds and the Downtown Energy Savings Project.

SUMMARY OF CAO RECOMMENDATIONS

The following provides a summary of Fresno County's long and short-term debt obligations and required FY 2006-07 debt service payments:

Lease Revenue Bonds

Juvenile Justice Campus Lease Revenue Bonds

Lease Revenue Bonds totaling \$26 million were issued by the Fresno County Financing Authority in 2004 to fund a portion of the costs associated with the construction of the County's new \$141 million Juvenile Justice Campus. The bonds have a 20-year maturity and include two years of capitalized interest. The first debt service payment of \$1,978,695 is due in August 2006. See debt service calendar following this narrative.

Component	Principal Balance as of June 30, 2006	Payment Period	2006-07 Debt Service Payment
Juvenile Justice Campus	\$26,000,000	20-years	\$1,978,695

Downtown Energy Savings Project

Lease Revenue Bonds totaling \$14,375,000 were issued by the Fresno County Financing Authority in 2004 to fund the costs associated with the Downtown Energy Savings Project. The bonds have a 15-year maturity and include capitalized interest during the construction period (17 months). The first debt service payment of \$1,348,056 is due in August 2006. See debt service calendar following this narrative.

Component	Principal Balance as of June 30, 2006	Payment Period	2006-07 Debt Service Payment
Juvenile Justice Campus	\$14,375,000	15-years	\$1,348,056

Pension Obligation Bonds

Fresno County has issued Pension Obligation Bonds on three occasions. In March 1998, Fresno County issued \$184,910,000 of taxable Pension Obligation Bonds with an 11-year amortization to fund the UAAL of the Fresno County Employee's Retirement Association. In March 2002, these bonds were partially refunded in order to extend the debt servicing of the bonds to an 18-year amortization period to provide budget relief. In addition, in 2004, a total of \$327,897,749 in fixed rate bonds were issued with a 30-year amortization, and a total of \$75 million in variable rate bonds that can be called every 28 days were issued. The County is currently paying the annual debt service for all three of the bond issuances.

DEBT SERVICE – 0124

A total of \$31,311,759 in debt service payments is required in FY 2006-07. The required debt service payment includes all administration, broker, and auction agent fees associated with the bonds. See debt service calendar and remaining maturity for all three issuances following this narrative. The required debt service payment has been incorporated into the County's FY 2006-07 retirement rate and is collected from departments each pay period.

Component	Principal Balance as of June 30, 2006	Payment Period	2006-07 Debt Service Payment
Pension Obligations Bonds	\$545,852,749	Varied	\$31,311,759

Tax and Revenue Anticipation Notes (TRAN)

For the past 28 years, the Board of Supervisors has authorized a short-term borrowing program through the issuance of a TRAN. The TRAN enables the County to maintain a positive cash flow until anticipated taxes and revenues are received throughout the fiscal year. The cash flow analysis prepared by the Auditor-Controller/Treasurer-Tax Collector supports an issuance of a TRAN of \$90,000,000. Upon receipt of the TRAN funds, they are deposited into an interest bearing account. The recommended funding of \$4,500,000 represents the required interest payment for the TRAN. Funding for the interest payment is transferred from the Interest and Miscellaneous Expenditures budget, where it is budgeted as net County cost.

SUMMARY OF REVENUES

- Revenues are recommended at \$7,826,751 and include the following:
 - Operating Transfer In from General Fund (\$6,478,695) - Represents funds to be transferred from the General Fund for the TRAN interest payment (\$4,500,000) and for the first year debt service payments for the Juvenile Justice Campus Lease Revenue Bonds (\$1,978,695).
 - Other Financing Sources (\$1,348,056) - Represents funds to be transferred from the Designation for Energy Savings Project to fund the Downtown Energy Savings Lease Revenue Bonds payments.

County of Fresno
Annual Debt Service Calendar
(Includes Bond Principal and Interest)
April 20, 2006

Fiscal Year Ending	1998 Pension Bonds	2002 Pension Bonds (Partial 1998 Refunding)	2004A Pension Bonds Fixed Rate	2004B Pension Bonds Auction Rate*	2004 Lease Revenue (Juvenile Campus)	2004B LRB (Energy Project)	Total Annual Payments
2007	7,516,180	7,579,366	9,488,180	4,312,500	1,978,695	1,348,056	32,222,977
2008	9,931,713	7,579,366	10,561,520	4,312,500	1,971,214	1,338,481	35,694,794
2009	12,344,661	7,579,366	11,681,537	4,312,500	1,965,670	1,335,213	39,218,947
2010	0	15,957,574	12,848,007	4,312,500	1,958,295	1,323,138	36,399,513
2011	0	15,962,271	13,990,890	4,312,500	1,954,793	1,319,294	37,539,747
2012	0	15,962,156	15,255,947	4,312,500	1,953,428	1,313,500	38,797,531
2013	0	15,965,239	16,638,136	4,312,500	1,947,415	1,310,575	40,173,865
2014	0	15,964,565	18,123,814	4,312,500	1,942,865	1,310,313	41,654,057
2015	0	15,967,204	19,422,069	4,312,500	1,945,428	1,308,825	42,956,025
2016	0	15,963,492	20,901,454	4,312,500	1,939,459	1,310,338	44,427,243
2017	0	15,965,889	22,435,013	4,312,500	1,939,875	1,307,600	45,960,877
2018	0	15,967,923	24,035,283	4,312,500	1,935,835	1,306,100	47,557,641
2019	0	15,970,424	25,693,747	4,312,500	1,933,335	1,302,800	49,212,806
2020	0	0	27,424,490	4,312,500	1,932,582	1,229,100	34,898,671
2021	0	0	29,220,000	4,312,500	1,932,341	0	35,464,841
2022	0	0	31,085,000	4,312,500	1,927,971	0	37,325,471
2023	0	0	33,025,000	4,312,500	1,924,654	0	39,262,154
2024	0	0	35,045,000	4,312,500	1,922,320	0	41,279,820
2025	0	0	37,140,000	4,312,500	1,921,360	0	43,373,860
2026	0	0	39,325,000	4,312,500	0	0	43,637,500
2027	0	0	41,595,000	4,312,500	0	0	45,907,500
2028	0	0	43,780,000	4,312,500	0	0	48,092,500
2029	0	0	46,410,000	4,312,500	0	0	50,722,500
2030	0	0	48,965,000	4,312,500	0	0	53,277,500
2031	0	0	51,620,000	4,312,500	0	0	55,932,500
2032	0	0	54,380,000	4,312,500	0	0	58,692,500
2033	0	0	44,785,000	15,959,860	0	0	60,744,860
2034	0	0	0	62,593,415	0	0	62,593,415
Totals	29,792,554	182,384,835	784,875,086	190,678,275	36,927,534	18,363,331	1,243,021,615

BUDGET 0124

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PROPOSED BUDGET: 2006-07

* Auction rate bonds initially priced at 1.05% plus 100 basis points. Interest rate on auction rate bonds subject to change every 28 days. Auction rate bonds priced at 4.75% as of April 20, 2006. This schedule reflects 5.75% for the remaining term of the auction rate bonds.

CONTINGENCIES, GENERAL RESERVES AND DESIGNATIONS

BUDGET 8210

General Fund

CONTINGENCIES

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Contingencies	\$ 1,000,000	\$ 1,307,572	\$ 1,000,000	\$ (307,572)	-24%
Total Contingencies	\$ 1,000,000	\$ 1,307,572	\$ 1,000,000	\$ (307,572)	-24%
<u>Net County Cost</u>	\$ 1,000,000	\$ 1,307,572	\$ 1,000,000	\$ (307,572)	-24%

GENERAL RESERVES/DESIGNATIONS

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Increase in Budget Mitigation Designation	\$ 0	\$ 0	\$ 43,139	\$ 43,139	100%
Increase in General Reserves	0	0	1,000,000	1,000,000	100%
Total Appropriations	\$ 0	\$ 0	\$ 1,043,139	\$ 1,043,139	100%
<u>Revenues</u>					
General Fund Designation Draw	\$ 0	\$ 0	\$ 1,000,000	\$ 1,000,000	100%
Total Revenues	\$ 0	\$ 0	\$ 1,000,000	\$ 1,000,000	100%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 43,139	\$ 43,139	100%

CONTINGENCIES, GENERAL RESERVES AND DESIGNATIONS – 8210

FUNCTION

The Contingencies, General Reserves, and Designations budget is used to provide for unforeseen or emergency expenditures during the course of the fiscal year and to accumulate funds in the General Fund for a designated use. General Fund contingencies and designations differ from the general reserves in that the Board of Supervisors can transfer contingencies and designations during the year to finance unanticipated expenses. The General Reserves, however, is a portion of the fund balance that is not available to finance current year expenses except in cases where the Board declares an emergency as defined by Government Code 29127.

OVERVIEW

The FY 2006-07 Recommended Budget of \$2,000,000 provides funding for Contingencies (\$1,000,000) and an increase to the General Reserves (\$1,000,000).

SUMMARY OF CAO RECOMMENDATIONS

CONTINGENCIES

- Contingencies are recommended at \$1,000,000, which reflects a decrease of \$307,572 from the FY 2005-06 funding level. During FY 2005-06, the Board used Contingencies funding for various reasons, including unanticipated maintenance projects, facility acquisition expenses, Mental Health Services Act Trust Fund, and UMC Master Plan preparation. As of May 2006 the Board had approved a total expenditure of \$965,210 in FY 2005-06 Contingencies funding.

GENERAL RESERVES

- A \$1,000,000 contribution to the General Reserves is recommended for FY 2006-07, with offsetting revenue from the General Fund Designation. With this contribution, the General Reserves balance will increase to \$7,000,000.

Countywide Revenues

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Revenues</u>					
Taxes	\$ 138,015,662	\$ 143,283,621	\$ 169,544,127	\$ 26,260,506	18%
Lic., Permits, & Fran.	4,145,063	4,197,793	4,701,010	503,217	12%
Use of Money & Property	5,910,777	4,790,531	5,422,910	632,379	13%
State Aid	63,992,775	66,229,686	70,314,961	4,085,275	6%
Federal Aid	976,598	983,000	1,025,036	42,036	4%
Charges for Services	2,527,330	2,953,875	7,777,635	4,823,760	163%
Tobacco Settlement Funds	2,085,303	2,085,303	2,085,303	0	0%
Other Miscellaneous	7,858,241	2,788,517	1,500,000	(1,288,517)	-46%
Fleet Depreciation Funds	2,331,621	0	0	0	0%
Subtotal Revenues	\$ 227,843,370	\$ 227,312,326	\$ 262,370,982	\$ 35,058,656	15%
Stabilization Realignment	\$ 2,857,700	\$ 2,837,000	\$ 2,837,000	\$ 0	0%
State H & W Realignment	43,204,104	42,675,052	46,444,400	3,769,348	9%
Total Revenues	\$ 273,905,174	\$ 272,824,378	\$ 311,652,382	\$ 38,828,004	14%

COUNTYWIDE REVENUES

FUNCTION

Countywide Revenues are not related to the revenue generating activities of any particular County department and include property taxes, sales tax, motor vehicle in-lieu, interest, and other miscellaneous revenues. This revenue is used to fund the net County cost of General Fund County departments. Also included are State Health and Welfare Realignment revenues derived from Vehicle License Fees that are passed through the General Fund as required by statute to finance match requirements for the receipt of Realignment sales tax revenues.

OVERVIEW

The FY 2006-07 recommended Countywide Revenues which support General Fund costs are recommended at \$311,652,382, representing a 14% increase compared to FY 2005-06 Adopted Countywide Revenues. The recommended budget reflects growth in Current Secured Property Taxes due to increasing assessed values and a reduction in the backlog of re-assessments performed by the Assessor's Office and the discontinuance of Educational Revenue Augmentation Fund (ERAF) III, which reduced the County's portion of Property Tax revenue by \$7,778,611 for each of the past two years.

SUMMARY OF REVENUES

- Taxes (\$169,544,127) - Receipt of tax revenues are estimated at an 18% increase over FY 2005-06 adopted amounts. Property taxes are projected to increase based on increasing assessed values and the discontinuance of ERAF III, which reduced the County's portion of Property Tax revenue by \$7,778,611 for each of the past two years. Sales and Use tax projected increases are based on actual revenues received in FY 2005-06. The effects of the Triple Flip and the VLF Swap - reducing dollars in Sales and Use taxes and State Motor Vehicle In-Lieu tax, but correspondingly increasing dollars in Property Tax - are also reflected in the recommended budget.
- Licenses, Permits, and Franchises (\$4,701,010) - Represents a 12% increase over FY 2005-06 due to growth in franchise revenues and permit revenues based on estimated actual receipts.
- Use of Money and Property (\$5,422,910) - Represents a 13% increase over FY 2005-06 due to growth in Interest earnings as projected by the Auditor-Controller/Treasurer-Tax Collector.
- State Aid (\$70,314,961) - Total State revenues are estimated at a 6% increase primarily due to the projected increase in Proposition 172 sales tax for local public safety, based on FY 2005-06 actual receipts. State Williamson Act revenue is included in this category.
- Federal Aid (\$1,025,036) - Projected at a 4% increase based on receipts of Federal In-Lieu Taxes in FY 2005-06.
- Charges for Services (\$7,777,635) - Estimated at a 163% increase over FY 2005-06 based on the Auditor-Controller/Treasurer-Tax Collector's projected increase in Administration fees and calculation of the Countywide cost allocation charges.

COUNTYWIDE REVENUES

- Tobacco Settlement Funds (\$2,085,303) - Recommended revenues at FY 2005-06 actual level based on receipts of Tobacco Settlement funds. Tobacco Settlement revenues are used to partially finance the General Fund match required before receiving Health and Mental Health Realignment revenues.
- Other Miscellaneous (\$1,500,000) - Recommended at a decrease based on FY 2005-06 experience.
- State Health and Welfare Realignment (\$49,281,400) - As allowed by statute, State Stabilization Realignment funds of \$2,837,000 are used to support County General Fund costs. These revenues are capped at the \$2,837,000 level. State Health and Welfare Realignment revenues derived from Vehicle License Fees are recommended at a 9% increase from the FY 2005-06 adopted budget as estimated by the State Department of Finance. As required by statute, these revenues are deposited into the County's General Fund, but must be used to finance match requirements for the receipt of State Health and Welfare Realignment sales tax revenues. As a result, they are transferred to the Local Health and Welfare Trust Fund and are not available to finance General Fund costs which fall outside the identified health, mental health, and social services program areas.

COUNTY CLERK - ELECTIONS

BUDGET 2850

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 2,443,014	\$ 3,171,978	\$ 3,240,183	\$ 68,205	2%
Services & Supplies	2,065,742	3,195,647	9,050,996	5,855,349	183%
Fixed Assets	77,143	0	0	0	0%
Total Appropriations	\$ 4,585,899	\$ 6,367,625	\$ 12,291,179	\$ 5,923,554	93%
<u>Revenues</u>					
Lic., Permits & Franchises	\$ 120,460	\$ 111,000	\$ 116,260	\$ 5,260	5%
State Aid	0	0	6,500,000	6,500,000	100%
Charges for Services	1,253,136	594,700	869,889	275,189	46%
Misc. Revenues	27,765	29,120	5,495	(23,625)	-81%
Intrafund Revenues	1,156,541	1,620,375	1,569,347	(51,028)	-3%
Total Revenues	\$ 2,557,902	\$ 2,355,195	\$ 9,060,991	\$ 6,705,796	285%
<u>Net County Cost</u>	\$ 1,950,854	\$ 4,012,430	\$ 3,230,188	\$ (782,242)	-19%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	52	54	52	(2)	

COUNTY CLERK-ELECTIONS – 2850

FUNCTION

The County Clerk - Elections Department is responsible for registering voters; maintaining voter records; verifying petitions; and conducting Federal, State, and County elections. The department also conducts elections for special districts, school districts, and all cities, except the City of Clovis. However, the County Clerk provides election related support services to the City of Clovis when they conduct their own elections.

The County Clerk issues marriage licenses, conducts civil marriage ceremonies, processes passport applications, and serves as the filing officer for Fictitious Business Name Statements, Notary Bonds, Environmental Impact Reports, Coroner's Reports, and other miscellaneous documents.

The County Clerk is also responsible for the County's Records Management Program for inactive records. This program works with all County departments to establish the legal retention timeframe for proper storage of paper records. The County Clerk Department incorporates the boxed paper records into the Records Management Center located at the Central Warehouse. Departments are notified when their records reach the appropriate legal deadline for destruction to enable a reduction of unnecessary paper storage.

The Records Management Program also handles inactive paper files for Employment & Temporary Assistance and the Department of Children and Family Services. A scanning function has been implemented and all departments are working collaboratively towards a paperless solution.

OVERVIEW

The 2006-07 Recommended Budget of \$12,291,179 reflects a 93% increase in appropriations but a \$782,242 (19%) decrease in net County cost from the 2005-06 Adopted Budget. The increase in revenue and appropriations is due primarily to the grant funding for implementation of the Help America Vote Act (HAVA). A Consolidated Gubernatorial General Election will be conducted in 2006-07 which will require approximately 73% County General Fund dollars to offset the cost.

Staffing is recommended at a level of 52 positions, which reflects the elimination of two vacant Office Assistant positions in the Human Services filing and imaging program. Funding for the Human Services warehouse and scanning function is 100% offset with State and Federal Social Services allocations.

DEPARTMENT COMMENTS

Implementation of the Help America Vote Act (HAVA) has placed significant demands on the County Clerk's office. New touch screen voting devices were utilized for the first time in the June 2006 Primary Election to provide accessible voting opportunities for voters with disabilities. Training for poll workers, limited warehouse space to accommodate two types of voting equipment, and enhanced security requirements continue to be challenges for a department that is operating at the minimum level of staffing and resources required to conduct successful elections. Given unprecedented demands, the County Clerk Department has continuously improved on efficiencies within all of its divisions; however, any additional reduction would threaten our ability to conduct fair and efficient elections as well as fulfill the statutory mandates placed on the department.

COUNTY CLERK-ELECTIONS – 2850

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Implementation of the Help America Vote Act continues to impact the planning, training, and warehousing activities associated with the November 2006 Gubernatorial General Election.
- Increased emphasis on the imaging function at the Seaport facility to continue reduction of ongoing Human Services paper storage costs through a consistent purge and imaging process.
- Continued County departmental participation in the Records Management program to generate a savings by the creation of retention schedules and the destruction of records within legal timeframes. Storage of these records at the Central Warehouse will reduce the County's expenses.

SALARIES AND BENEFITS

- Salaries and Benefits represent a 2% increase from the 2005-06 Adopted Budget due to programmed salary increases, filling vacant positions, and County-wide increases in the cost of employee benefits. Total increase is offset by the elimination of two vacant Office Assistant positions in the Human Services filing and imaging program.

SERVICES AND SUPPLIES

- Services and Supplies reflect a 183% increase from the current year due primarily to procurement of voting systems and related costs associated with implementation of the Help America Vote Act.

SUMMARY OF REVENUES

- Revenues are recommended at a 285% increase over the current year due primarily to HAVA grant funding available for recovery of costs associated with improving or obtaining voting systems; improving accessibility to polling places; educating voters/training poll workers; improving verification of voters and investigating fraud; and improving administration of elections. This bill includes a mandate that every polling location be equipped with an accessible voting device that allows disabled individuals to vote unassisted.
 - Licenses, Permits, and Franchises - Revenue from marriage licenses is estimated to increase 5% over the current year.
 - State Aid - State mandated reimbursement revenues for absentee ballot costs are not included due to the deferral of all state mandated payments. One-time HAVA funding of \$6,500,000 is included.
 - Charges for Services - Projected at a 46% increase based on an estimated revenue offset of 27% for the November 2006 Gubernatorial General Election, and increases in Clerk Services activities.

COUNTY CLERK-ELECTIONS – 2850

- Miscellaneous Revenues - Estimated at a decrease of 81% due to discontinued reimbursement for one half-time Program Technician position, which is shared with Local Agency Formation Commission (LAFCO). Services provided in FY 2006-07 will be billed to LAFCO on an as needed basis.
- Intrafund Revenues - Projected at a 3% decrease due to a reduction in the Memorandum of Understanding with Human Services departments for inactive files and imaging services, offset by growth of the Countywide Records Management program.

PENDING FACTORS

- The 2006-07 Proposed State Budget includes deferring all mandated reimbursements to counties. This budget does not include State Mandate reimbursement revenues related to absentee ballot costs, estimated to be \$300,000.
- The 2006-07 Proposed State Budget does not include a provision for reimbursement to counties for the November 2005 Special Election, estimated to be \$564,183.

COUNTY CLERK - ELECTIONS – 2850

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>CURRENT</u>	<u>POSITIONS RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
0030	County Clerk/Registrar of Voters	Elected	1	1	\$ 105,002
2205	Assistant Registrar of Voters	F	1	1	63,067
3029	County Clerk Program Coordinator	1738	3	3	172,459
3166	Administrative Secretary - Conf.	1290	1	1	42,675
2297	Principal Staff Analyst	E	1	1	68,318
2240	Senior Systems and Procedures Analyst	2215	1	1	67,996
3707	Information Technology Analyst IV	2114	1	1	69,748
2211	Systems and Procedures Analyst II	1707	1	1	52,433
3620	Program Technician I	1115	3	3	109,285
3621	Program Technician II	1248	5	5	205,133
3070	Supervising Office Assistant II	1253	2	2	79,763
3080	Office Assistant III	938	12	12	360,404
3110	Office Assistant II	843	18	16	430,205
3440	Stock Clerk II	827	2	2	55,905
3255	Senior Accountant	1949	1	1	54,210
3260	Account Clerk III	991	1	1	32,768
Subtotal			54	52	\$ 1,969,371
Remuneration					2,106
Auto Allowance					6,156
Bilingual Skill Pay					5,400
Less Salary Savings					(18,834)
TOTAL REGULAR SALARIES					\$ 1,964,199

VACANT POSITIONS RECOMMENDED FOR DELETION (October 10, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3110	Office Assistant II	Vacant	866	-2	\$ 57,033
Cost of Restoring Vacant Positions				-2	\$ 57,033

COUNTY CLERK/CENTRAL WAREHOUSE

BUDGET 8915

Internal Service Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 254,831	\$ 224,258	\$ 224,417	\$ 159	0%
Services & Supplies	5,814,718	3,790,137	2,804,602	(985,535)	-26%
Other Charges	31,579	32,627	32,627	0	0%
Total Appropriations	\$ 6,101,128	\$ 4,047,022	\$ 3,061,646	\$ (985,376)	-24%
<u>Revenues</u>					
Charges for Services	\$ 7,125,976	\$ 3,968,842	\$ 2,472,000	\$ (1,496,842)	-38%
Fund Balance	0	0	505,569	505,569	100%
Use of Money & Property	34,472	36,200	38,000	1,800	5%
Misc. Revenues	50,724	41,980	46,077	4,097	10%
Total Revenues	\$ 7,211,172	\$ 4,047,022	\$ 3,061,646	\$ (985,376)	-24%
<u>Net Income / (Loss)</u>	\$ 1,110,044	\$ 0	\$ 0	\$ 0	100%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	6	4	4	0	

CENTRAL WAREHOUSE - INTERNAL SERVICE FUND – 8915

FUNCTION

The Central Warehouse, an Internal Service Fund (ISF), is a branch of the County Clerk/Registrar of Voters Department. It provides centralized storage space to permit the purchase of large quantities of materials at substantial discounts, and also serves as a secure storage facility for the County's Records Management Program. The County benefits from the centralized storage, discounted purchases, and other storage savings associated with centralized purchasing, distribution and storage of commonly used goods and supplies.

OVERVIEW

The 2006-07 Recommended Budget of \$3,061,646 reflects a 24% (\$985,376) decrease in appropriations and revenues from the 2005-06 Adopted Budget due to a reduction in Warehouse utilization. Staffing is recommended at four positions.

DEPARTMENT COMMENTS

In an effort to reduce costs to departments, many of the billing-only processes are no longer handled by the Central Warehouse. Billings for copier maintenance, furniture and office supply purchases and janitorial products are now handled directly by each department. In addition, many items previously inventoried at the Central Warehouse are now purchased directly from vendors.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Plans have been proposed to transition the Central Warehouse in 2006-07 from an ISF to a net County cost operation as of 2007-08.
- These plans include the suspension of surcharges to users to recover costs in 2006-07 and the utilization of \$505,569 in Fund Balance to support ISF operations.

SALARIES AND BENEFITS

- Salaries and Benefits, recommended at \$224,417, represent a \$159 increase from the prior year due to an increase in the Retirement Account and the reclassification of the Warehouse Manager position to a Program Coordinator.
- Staffing is recommended at four positions.

SERVICES AND SUPPLIES

- Services and Supplies, recommended at \$2,804,602, represent a 26% (\$985,535) decrease from the prior year due to decreased utilization of the Warehouse.

Recommended funding includes:

- A decrease of \$1,100,000 in the Inventory Purchases Account due to reduced inventory.

CENTRAL WAREHOUSE - INTERNAL SERVICE FUND – 8915

- The Transportation & Travel County Garage Account reflects a \$3,856 decrease due to decreased utilization of equipment.
- The Countywide Cost Allocation of \$132,251.

OTHER CHARGES

- Depreciation Charges of \$32,627 are recommended at the current budget year level to cover depreciation of the Central Warehouse building, furniture, office equipment, and material handling equipment.

SUMMARY OF REVENUES

- Revenues are recommended at \$3,061,646 a 24% (\$985,376) decrease from the current year.
 - Charges for Services (\$2,472,000). This represents a 38% (\$1,496,842) decrease from the current year due to reduced utilization of Warehouse inventory by County departments.
 - Fund Balance (\$505,569). Plans have been proposed to transition the Central Warehouse in 2006-07 from an ISF to a net county cost operation as of 2007-08. These plans include the suspension of surcharges to users to recover costs in 2006-07 and the utilization of Fund Balance to support ISF operations.
 - Use of Money and Property (\$38,000). This reflects an increase of \$1,800 over the current year due to higher than anticipated interest earnings in the current fiscal year.
 - Miscellaneous Revenues (\$46,077). Reflects a 10% (\$4,097) increase based on 2005-06 actuals.

COUNTY CLERK/CENTRAL WAREHOUSE – 8915

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3029	Program Coordinator	1786	1	1	\$ 57,484
3440	Stock Clerk II	827	2	2	55,356
3080	Office Assistant III	915	1	1	31,046
TOTAL REGULAR SALARIES			4	4	\$ 143,886

AUDITOR-CONTROLLER/TREASURER-TAX COLLECTOR

BUDGET 0410

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 6,364,783	\$ 7,561,038	\$ 8,238,556	\$ 677,518	9%
Services & Supplies	1,741,137	2,401,552	2,355,651	(45,901)	-2%
Fixed Assets	26,416	0	0	0	0%
Total Appropriations	\$ 8,132,337	\$ 9,962,590	\$ 10,594,207	\$ 631,617	6%
<u>Revenues</u>					
Lic., Permits, & Fran.	\$ 5,633	\$ 7,700	\$ 7,700	\$ 0	0%
Use of Money	125,881	98,000	99,000	1,000	1%
Federal Aid	0	55,000	0	(55,000)	-100%
State Aid	54,084	52,000	0	(52,000)	-100%
Charges for Services	3,473,778	3,621,735	3,896,802	275,067	8%
Misc. Revenues	185,219	131,700	118,200	(13,500)	-10%
Intrafund Revenues	698,972	779,544	737,244	(42,300)	-5%
Total Revenues	\$ 4,543,566	\$ 4,745,679	\$ 4,858,946	\$ 113,267	2%
<u>Net County Cost</u>	\$ 3,588,770	\$ 5,216,911	\$ 5,735,261	\$ 518,350	10%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	121	126	126	0	

AUDITOR-CONTROLLER/TREASURER-TAX COLLECTOR – 0410

FUNCTION

The Auditor-Controller/Treasurer-Tax Collector (ACTTC) is composed of two major departments with two divisions in each department. The Auditor-Controller branch, which includes the Financial Reporting & Audits (with a Special Accounting Unit) and General Accounting divisions, is responsible for all central accounting functions. The Financial Reporting & Audits division performs financial statement and state report preparation, and provides auditing services to all County departments and special districts under the jurisdiction of the Board of Supervisors. Within the Financial Reporting & Audits division, the Special Accounting unit performs all property tax allocation services and cost accounting functions. The General Accounting division is responsible for accounts payable, payroll, general ledger and budget maintenance services.

The Treasurer-Tax Collector branch, which includes the Treasurer, and Tax and Revenue Collections divisions, functions as the central finance and revenue collections department to the County. The Treasurer division collects and deposits cash receipts, manages debt financing and provides banking and portfolio management services to the County and other Countywide depositors. The Tax and Revenue Collections division issues and maintains property tax billings and accounts receivable. The Revenue Reimbursement unit of that division functions as the County's centralized revenue collection agency.

OVERVIEW

The 2006-07 Recommended Budget of \$10,594,207 reflects a net 6% (\$631,617) increase from the 2005-06 Adopted Budget and a net 2% (\$113,267) increase in revenues. The increase in appropriations is the result of a net 9% (\$677,518) increase in Salaries & Benefits, which is offset by 2% (\$45,901) decrease in Services & Supplies. The increase in appropriations is primarily due to the increase in Salaries & Benefits associated with the addition of four internal auditors and the conversion of an IT consultant to an employee (\$340,138). Additionally, Retirement contributions increased 26.4% (\$310,475); regular salary increases resulted in approximately a 3% (\$199,796) increase, and health insurance premiums increased 10% (\$66,256). These increases are partially offset by a decrease in workers' compensation insurance of 21% (\$23,654) and an 82% (\$12,878) decrease in Unemployment Insurance rates.

The increase in revenues is primarily due to an 8% (\$275,067) increase in Charges for Services to other externally funded departments. However, this increase is offset by a 100% (\$107,000) reduction in Federal Disaster Assistance and State Property Tax Administrative revenues, which are not expected to be claimed or available in 2006-07. Other reductions include Intrafund Revenues and Miscellaneous Revenues. Staffing is recommended at 126 positions, which reflects an increase of four accountant positions and the conversion of a consultant to employee. These five positions were added during FY 2005-06.

DEPARTMENT COMMENTS

The FY 2006-07 budget for the AC/TTC's office will not require the elimination of permanent positions, but we anticipate an estimated \$235,843 savings in salaries and benefits. Past vacancies have diminished efficient operations by delaying departmental audits and various financial accounting services. However, the department has realized efficiencies by sharing and cross-training divisional staff, streamlining processes and deferring purchases.

AUDITOR-CONTROLLER/TREASURER-TAX COLLECTOR – 0410

To minimize cost increases in this budget, requested services and supplies have been reduced by 2% (\$45,901). This reduction is primarily attributable to the conversion of the consultant to a new Information Technology Analyst (\$124,000 consulting cost vs. \$60,700 as an employee). Other changes include the reduction of \$20,000 in enhancement software support which is offset by a potential \$73,658 increase in contracted EDS mainframe costs for the property tax system. Included also is a 17% (\$34,560) decrease in Office Expense, which is largely due to changes in Welfare Assistance check issuance processes that are significantly reducing check costs. There are also other decreases in liability insurance and equipment maintenance costs. These decreases are offset by an 11% (\$54,748) increase in Data Processing Services, which is primarily due to costs associated with the addition of five new staff plus increased annual costs for Laserfiche storage and licensing. The increase in Telephone Charges is directly attributable to the implementation of an interactive voice response system, adding 40 new telephone lines.

The following illustrates divisional accomplishments and budgetary goals:

TREASURER

In the current year, we plan to implement a new automated cashiering system which tracks deposits, prints receipts and reports allowing for greater efficiency and security in the cash collection and reconciliation process.

Additional security features are to be installed including cameras, individually assigned locked cabinets with dual custody and a digital video recording system.

The Treasury also has the responsibility of managing debt financing. Our portfolio management system does not have a debt module. As the County's debt becomes more complex, we have established the need for adding the module to our current portfolio management system (Sympro).

TAX & REVENUE REIMBURSEMENT

The Revenue Reimbursement unit has increased collections over \$800,000 from the prior year, due in large part to the low interest rate environment. The low interest rates spawned a flurry of mortgage refinancing, allowing the County to collect unpaid property taxes.

The Tax Collection unit continues to conduct Internet auctions of tax defaulted properties. Fresno County acted as the lead agency of a coalition of five counties. The Fresno County contract with the Internet auction vendor allows the smaller counties to piggyback off Fresno County's contract. Over 91% of all tax defaulted properties were sold, while reducing required staff time and effort.

The Tax Collection unit contracted for an IVR (interactive voice response) – Web and payment system to be implemented in early 2005-06. This effort was completed in November 2006, allowing taxpayers to inquire about their property tax and make their tax payments via the Internet or the automated telephone system. This has reduced staff time in answering routine questions and increased taxpayer convenience. This system has allowed employees to focus on specialized inquiries.

Additionally, the IVR-Web payment system will be the framework for all types of government payments. This system will ultimately provide benefit to many other County departments by providing the tool with which to make payments to the County, including dog licenses, permit fees, planning fees, etc.

AUDITOR-CONTROLLER/TREASURER-TAX COLLECTOR – 0410

The 30-year old property tax system continues to demand more and more resources through high maintenance costs and dedicated IT staff, without fully delivering the highest level of service. We continue to research alternatives and solutions to this challenge.

FINANCIAL REPORTS & AUDITS

With a new Financial Reporting & Audits Division (FR&A) Chief selected in August 2005, priorities and tasks were more effectively tackled than in recent years. New leadership prioritized and more evenly distributed work load for major projects and increased opportunities for internal professional development.

FR&A achieved several significant accomplishments in 2005-06 including the timely completion and submission of the County's Comprehensive Annual Financial Report (CAFR) and the addition of four new internal auditors to aggressively audit County departments.

Accordingly, we are continuing with a robust training program designed to meet the continuing education requirements of the Board of Accountancy and *Government Auditing Standards*. FR&A team members have attended key trainings during the fiscal year provided by many organizations including the State of California and Government Finance Officer's Association (GFOA).

SPECIAL ACCOUNTING UNIT

The property tax extension and allocation functions are manually intensive. Few updates and minimal automation have occurred in this area over the years. Several on-going improvements have dramatically increased efficiencies in processing special-handling checks for County departments and Special Districts.

The Special Accounting division continues to leverage the Internet website and e-Services as a method of delivering documentation to external and internal customers. Many documents regarding Tax Rates, Levies and the County-wide Cost Allocation Plan (A-87) are easily accessible. On-line versions of these popular documents and resources are cost-effective, saving money for printing, postage, and labor associated with handling the old hard-copies of these documents. The on-line versions are also easier for end-users, as they can quickly edit and search for information pertaining to their specific needs rather than flipping through multiple pages.

In cooperation with Revenue & Tax Collections, Special Accounting's long-term goal is to enhance or replace the property tax system, as a whole. This goal will benefit the tax collection operations and is supported by the Assessor.

GENERAL ACCOUNTING

The General Accounting division is responsible for signing all checks for the County as well as other depositing entities. Over 1,800 documents are processed weekly for Accounts Payable, Travel, Mileage, and other financial claims. General Accounting handles additional tasks including annual inventory certifications, over-arching fixed asset management, budget uploading, adjustments and editing.

The Payroll unit is a part of this division. Final review of timesheets, processing of bi-weekly payroll, as well as one-time adjustments, garnishments, and termination checks are processed in this small, dynamic unit. Monthly, they in some way assist or touch every County employee and monitor over 18,000 transactions.

AUDITOR-CONTROLLER/TREASURER-TAX COLLECTOR – 0410

Because of the diversity of tasks within this division, its' team is sought to participate in a variety of projects. One example of the team's consulting is its' cooperative relationship with ITSD in upgrading the Human Capital Management and Financial elements of the PeopleSoft system. These important upgrades will strengthen the County's accounting capabilities, add new functionality for reporting, be a web-based program and add the ability for the CAO's office to have a budget module that will allow for quick analysis and integrating with the other PeopleSoft modules the County currently has.

In cooperation with the Treasury Division, a true direct deposit of payroll was successfully implemented in July 2005. This successful implementation has resulted in some reduction in bank charges and the added convenience to the employees of being able to obtain their paycheck stubs on-line.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Complete implementation of new cashiering system in Treasurer.
- Pursue implementation of Interactive Voice Response System for Revenue Reimbursements.
- Complete implementation of upgrade to PeopleSoft Financial system.
- Continue with implementation of department-wide document scanning project.
- Continued transition of various forms to E-Forms and inclusion of appropriate AC/TTC documentation and reports on e-Services.
- Implementation of Debt Module to track debt services payments, general obligation bonds, etc.

SALARIES AND BENEFITS

- Salaries and Benefits represent a net 9% increase from the current year. This includes increases in employee salaries and Retirement and Health Contribution benefits.

SERVICES AND SUPPLIES

- Services and Supplies represent a 2% decrease from the current year primarily due to decreases in bank charges and computer hardware, software and training costs.

SUMMARY OF REVENUES

- Revenues are recommended at \$4,858,946, a 2% (\$113,267) increase from current year, which is primarily due to an increase in charges for services. Specific changes by revenue account are noted below.
 - Licenses and Permits (\$7,700) – Recommended at the 2005-06 level. Revenues are derived from the sale of Business Licenses.
 - Use of Money and Property (\$99,000) – Recommended at a \$1,000 increase over the current year.

AUDITOR-CONTROLLER/TREASURER-TAX COLLECTOR – 0410

- Federal Aid (\$0) – Recommended at a 100% (\$55,000) decrease. The 2005-06 revenues are for reimbursement of administrative costs related to previous disasters. Information to submit claims for current disasters is still being received and the claimable amounts so far are minimal. Therefore, claimable administrative costs for 2006-07 would be immaterial at this point and are not being estimated.
- State Aid (\$0) – Recommended at a 100% (\$52,000) decrease due the loss of State Property Tax Administration Program revenues.
- Charges for Services (\$3,896,802) – Recommended at an 8% (\$275,067) increase over last year due to an increase in charges for accounting and auditing services.
- Miscellaneous Revenues (\$118,200) – Represents a 10% (\$13,500) decrease from the 2005-06 level due primarily to a reduction in Tax Collector Delinquent Cost Fund revenues which are used to reimburse costs of the IVR project that was implemented in 2005-06.
- Intrafund Revenues (\$737,244) – Represents a 5% (\$42,300) decrease over current year due primarily to the transfer of responsibility for completing certain reimbursable welfare assistance accounting activities from the AC/TTC to HS Finance.

AUDITOR-CONTROLLER/TREASURER-TAX COLLECTOR – 0410

REGULAR SALARIES

BUDGETED POSITIONS

JCN	TITLE	BAND/ RANGE	POSITIONS		RECOMMENDED SALARIES
			CURRENT	RECOMMENDED	
0010	Auditor-Controller/Treasurer-Tax Collector	ELECTED	1	1	\$ 134,014
1777	Collections Representative III	1190	8	8	313,498
1780	Collections Representative I	932	1	1	31,446
1782	Collections Representative Supervisor	1641	1	1	54,916
2211	Systems and Procedures Analyst II	1707	1	1	51,234
2302	Deputy Auditor-Controller	D	1	1	94,225
2303	Deputy Treasurer-Tax Collector	D	1	1	93,790
2307	Investment Officer	F	1	1	72,503
3080	Office Assistant III	938	2	2	63,170
3110	Office Assistant II	843	2	2	52,019
3127	Payroll Technician I - Conf.	1042	6	5	172,202
3128	Payroll Technician II - Conf.	1246	2	3	115,853
3166	Administrative Secretary - Conf.	1290	1	1	42,675
3205	Account Clerk II	882	17	17	458,383
3210	Accountant I	1404	8	5	203,979
3215	Accountant II	1625	11	14	678,370
3224	Accounting and Financial Division Chief	E	4	4	296,383
3240	Supervising Account Clerk II	1268	5	5	204,393
3255	Senior Accountant	1897	11	11	667,842
3260	Account Clerk III	991	27	27	881,552
3265	Accounting and Financial Manager	F	6	6	417,165
3705	Information Technology Analyst II	1543	3	3	126,643
3706	Information Technology Analyst III	1775	3	3	165,153
3707	Information Technology Analyst IV	2114	2	2	137,653
3708	Senior Information Technology Analyst	2408	1	1	77,988
Subtotal			126	126	\$ 5,607,049
					.
Auto Allowance					6,156
Remuneration					2,106
Less Salary Savings					(235,843)
TOTAL REGULAR SALARIES					\$ 5,379,468

NOTES

ASSESSOR - RECORDER

Budget 0420

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 10,140,351	\$ 10,932,393	\$ 11,960,815	\$ 1,028,422	9%
Services & Supplies	1,501,738	2,201,837	4,787,209	2,585,372	117%
Fixed Assets	137,685	305,000	250,000	(55,000)	-18%
Total Appropriations	\$ 11,779,774	\$ 13,439,230	\$ 16,998,024	\$ 3,558,794	26%
<u>Revenues</u>					
Lic., Permits, & Franchises	\$ 4,871	\$ 4,000	\$ 4,000	\$ 0	0%
Charges for Services	7,801,181	6,600,000	7,981,000	1,381,000	21%
Trust Fund	1,095,512	2,133,385	3,244,723	1,111,338	52%
Misc. Revenues	75,611	73,750	73,750	0	0%
Intrafund Revenues	11,862	10,000	10,000	0	0%
Total Revenues	\$ 8,989,037	\$ 8,821,135	\$ 11,313,473	\$ 2,492,338	28%
<u>Net County Cost</u>	\$ 2,790,737	\$ 4,618,095	\$ 5,684,551	\$ 1,066,456	23%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	171	171	171	0	

ASSESSOR – RECORDER – 0420

FUNCTION

The Assessor's Division of the Assessor-Recorder's Office has a constitutional responsibility for the annual assessment of all taxable property in the County, with the exception of State assessed property. This office certifies an annual assessment roll upon which all local governmental units rely for property taxes. The Assessor also determines eligibility for certain classes of exemptions permitted by State law. Since 1983, the Assessor has been responsible for supplemental assessments of properties as prescribed by Senate Bill 813.

The function of the Recorder's Office is to record legal documents related primarily to real property and vital statistic records. Documents are scanned and filmed and images are displayed for public use, along with an index of all documents on record. The index is created by the data entry section through the on-line system. This office assists the public in the use of images and indexes, provides copies of same as requested, and instructs the public in the use of various pieces of retrieval equipment and Assessor's maps.

All major functions of these offices are mandated.

OVERVIEW

Perhaps the greatest impact to the recommended budget is the loss of State funding of the Property Tax Administration Program (PTAP). This was an annual grant of \$1.16 million, the largest portion of which was used to fund current operations, while a smaller portion has been banked each year as a funding source for a replacement of the aging, mainframe based Property Tax System and the purchase of other computer systems that provide increased efficiencies.

In contrast, due to a change in law, the estimate of State reimbursement of Administrative Costs is \$681,000 over the current year's estimate. In addition, the department receives reimbursement of administrative costs for the Supplemental Roll (SB2890) based upon value placed on that roll. The current real estate market has created a large number of sales transactions in a rapidly escalating market. This has resulted in a corresponding number of high value assessments being placed on the Supplemental Roll, resulting in increased reimbursement. The revenue estimate has been correspondingly increased. However, if the market slows and the increase in values narrows, this revenue will decline as quickly as it has increased.

The net County cost was adjusted to backfill the loss of PTAP funds that were being spent on current operations. This, and the above-mentioned increases in revenue, have enabled the department to meet the increased costs of health care and retirement such that the Assessor's Division is recommending no changes to our current staffing level of 142 permanent positions.

The Recorder's Division has 29 permanent positions to serve the public in regard to recorded document and vital statistic information. One source of revenue, approximately \$300,000 annually, is conditioned upon our timely indexing of documents. To maintain the current level of service to the public and the necessary indexing requirement, the Recorder Division recommends no change to the current staffing level. The total cost of the Recorder's Division is 100% offset with fees and trust fund revenues.

ASSESSOR – RECORDER – 0420

DEPARTMENT COMMENTS

The offices of Assessor and Recorder generate over \$400 million a year for local government. The Assessor provides over \$150 million “discretionary” dollars annually to the General Fund of Fresno County and the Recorder provides an additional \$3.5 million. Unfortunately, both offices continue to be strained because of increased workloads and staffing is below the minimum needed to provide desired levels of public service.

While the increased volume of recordings has greatly increased General Fund revenues, it has created serious backlogs and overtime in the Recorder’s Office. The additional staffing authorized by the Board three years ago has helped us cope with the current mailing backlog and helped get indexes current. Recorder’s office staff is recommended at current levels so as to maintain timely indexing and the resulting collection of \$300,000 in revenues annually for such timely indexing.

Although the PTAP grant is now unavailable, we continue to use banked PTAP and other trust fund monies, where appropriate, to staff special projects, seek greater efficiencies and provide better service. These funds are, of course, limited in use by statute, and cannot be used for ongoing, general County operations. Some examples of the use of these funds are as follows:

- Purchase and implementation of an automated indexing system in the Recorder’s office which will increase the accuracy and efficiency of our processes.
- Expand our implementation of a document management system that will allow the continued conversion of paper documents to digital and manage the access and retrieval of those digital documents. Implemented in FY 2005-06, we will continue to use this system to reduce the space needed for document storage and greatly increase the ability of Assessor’s staff to reference and access needed information.
- Purchase and implementation of a Business Process Management system in the Assessor’s office. In conjunction with the document management system above, it allows us to automate work processes and allow multiple tasks to be done concurrently. These technologies, along with a new property tax system, will form the basis of our transition to a modern, “paperless” office.
- Participation in a statewide system allowing companies to file their Business Property Statements electronically. This allows companies to file with multiple counties simultaneously and allows the county Assessor’s offices to directly import a data stream into their systems, eliminating manual entry.
- Funding additional extra-help positions and overtime to help staff meet the tremendous increase in workload in recent years.

ASSESSOR – RECORDER – 0420

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Salaries and Benefits represent a 9% increase from the current year. This is a net result of salary cost-of-living increases, increases in health insurance contributions and a particularly large increase in retirement contributions.
- Staffing is recommended at our current level of 171 positions.

SERVICES AND SUPPLIES

- Services and Supplies represent a 117% increase from the current year. This is due to expenses that will be incurred during FY 2006-07 for the implementation of electronic recording, a \$500,000 project to digitize and index vital records and a \$2 million project for the restoration of historically valuable recorded documents. These costs are offset with funds from the Recorder's Modernization Trust Fund.

FIXED ASSETS

- Document Preservation Enclosures (\$250,000) are cabinets that maintain the proper environmental conditions to help preserve historically valuable recorded documents. These will be used in conjunction with the restoration project mentioned above. This cost is offset with funds from the Recorder's Modernization Trust Fund.

SUMMARY OF REVENUES

- Revenues are recommended at \$11,313,473, a 28% increase from the current year. This is primarily due to increases in Administrative Cost reimbursements and the increase in revenue from the Recorder's Modernization Trust Fund used to offset the cost of the document restoration project.
 - Licenses, Permits and Franchises (\$4,000). Revenues received from the sale of marriage license copies are estimated to be unchanged over the current year level.
 - Charges for Services (\$7,981,000). Estimated at a 21% (\$1,381,000) increase, primarily due to expectations of increased reimbursement of Administrative Costs (\$2,681,000), reimbursement of Administrative Costs for the Supplemental Roll (\$1,000,000) and Recording Fees (\$4,300,000).
 - Trust Fund (\$3,244,723). Represents a 52% (\$1,111,338) increase from the current year. Recorded Document Trust Fund revenue to offset the cost of personnel, transportation and travel, data processing, electronic recording and the preservation of historically valuable recorded documents project (\$3,148,503); Micrographics Trust Fund revenue to offset personnel, equipment acquisition, and maintenance costs (\$81,220); Vital Record Trust Fees revenue to purchase bank note paper (\$15,000).
 - Miscellaneous Revenues (\$73,750). Estimated to be unchanged from the current year based on the actual number of over-the-counter sales of maps and other information to the public.
 - Intrafund Revenues (\$10,000). Charges to other County departments for maps and other information is estimated to remain unchanged from the current year.

ASSESSOR – RECORDER – 0420

PENDING FACTORS

- In calendar year 2007, the electronic filing of Business Property Statements, which now only accommodates multi-county filers, is expected to be expanded to accommodate individual, single county filers. Although this will, no doubt, increase the cost of operating the system, it will be offset with labor savings from the ability to directly enter the data into our Property Tax System.
- We continue to be watchful for the development of a modern, PC based, California Property Tax System. The County of San Diego has a system under development and a consortium of county Assessor's has been created to search for other avenues of development. When a new system is developed, it will present us with a considerable cost. We have placed into trust approximately \$6 million from previously received PTAP grants to apply toward this cost.

ASSESSOR - RECORDER – 0420

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0015	Assessor-Recorder	ELECTED	1	1	\$ 126,746
0217	Assistant Assessor-Recorder	D	1	1	94,166
0275	Assistant Recorder	D	1	1	77,166
1017	Chief Appraiser	E	1	1	85,640
1038	Chief Auditor-Appraiser	E	1	1	84,182
1039	Supervisor - Assessment Standards	E	1	1	83,336
1037	Supervising Auditor-Appraiser	E	1	1	77,166
1030	Senior Auditor-Appraiser	2142	2	2	141,732
1013	Auditor-Appraiser III	1803	11	11	633,409
1035	Supervising Appraiser	E	3	3	232,906
1025	Senior Appraiser	2142	7	7	493,350
1016	Appraiser III	1803	26	26	1,473,882
1005	Appraiser II	1529	10	10	472,583
1010	Appraiser I	1324	2	2	75,380
1003	Petroleum Appraiser Aide	1043	1	1	34,522
3707	Information Tech Analyst IV	2114	2	2	137,826
3705	Information Tech Analyst II	1505	1	1	41,865
2212	Systems & Procedures Analyst III	1978	2	2	111,808
1156	Assessment Services Supervisor	1907	1	1	63,068
1103	Supervising Cadastral Technician	1715	1	1	56,742
1126	Cadastral Technician III	1440	3	3	141,658
1157	Cadastral Technician II	1331	4	4	158,932
1124	Cadastral Technician I	1173	1	1	32,971
3166	Administrative Secretary - Conf.	1290	1	1	41,823
3010	Chief Office Assistant	1405	3	3	137,760
3070	Supervising Office Assistant II	1253	8	8	322,682
3078	Supervising Office Assistant I	1405	1	1	32,750
1021	Supervising Assessment Technician	1268	1	1	39,950
1020	Assessment Technician II	1091	5	5	172,036
3099	Property Recording Clerk	1091	7	7	231,885
3080	Office Assistant III	938	44	44	1,336,717
3110	Office Assistant II	843	15	15	385,412
3160	Secretary IV	1156	2	2	73,590
Subtotal			171	171	\$ 7,705,641
	Bilingual Skill Pay				3,600
	Auto Allowance				6,156
	Remuneration				2,106
	Less Salary Savings				(154,113)
TOTAL REGULAR SALARIES					\$ 7,563,390

COUNTY COUNSEL

BUDGET 0710

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 3,456,902	\$ 3,878,047	\$ 4,277,329	\$ 399,282	10%
Services & Supplies	410,073	342,539	362,179	19,640	6%
Total Appropriations	\$ 3,866,975	\$ 4,220,586	\$ 4,639,508	\$ 418,922	10%
<u>Revenues</u>					
Charges for Services	\$ 424,819	\$ 433,622	\$ 594,821	\$ 161,199	37%
Misc. Revenues	156	32,975	250	(32,725)	-99%
Court Ordered	204,170	215,000	225,000	10,000	5%
Intrafund Revenues	1,153,857	1,492,370	1,548,972	56,602	4%
Total Revenues	\$ 1,783,002	\$ 2,173,967	\$ 2,369,043	\$ 195,076	9%
<u>Net County Cost</u>	\$ 2,083,973	\$ 2,046,619	\$ 2,270,465	\$ 223,846	11%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	39	40	39	(1)	

COUNTY COUNSEL – 0710

FUNCTION

The County Counsel represents the County and its' officials in civil litigation, defends the County in administrative law proceedings, provides written and oral legal opinions to County staff, and acts as legal advisor to County boards, commissions, committees, school districts, and special districts upon request.

OVERVIEW

The 2006-07 Recommended Budget of \$4,639,508 represents an 11% increase in net County cost over the 2005-06 Adopted Budget. To meet budget requirements, the deletion of one vacant Secretary IV position is recommended.

DEPARTMENT COMMENTS

County Counsel remains committed to providing the highest quality legal services possible with available resources to the Board of Supervisors, County staff and County boards, commissions, and special districts. An additional \$195,076 in projected new revenue for specific legal services eliminates further attorney staff reductions, but reduces services available for general fund departments who do not have a revenue stream to support dedicated attorney positions.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- In order to meet the required budget, the following actions are recommended:
 - The deletion of one vacant Secretary IV position.

SALARIES AND BENEFITS

- Salaries and Benefits represent a net 10% (\$399,282) increase over the current year, due primarily to an increase in retirement benefits. This also includes increases in employee benefits and normal step advances.

SERVICES AND SUPPLIES

- Services and Supplies represent a 6% (\$19,640) increase from the current year primarily due to increases in Postage (\$18,500), Memberships (\$5,625), Office Expense (\$11,650) and Trans & Travel (\$2,000) and decrease in Data Processing Services (\$18,627), PeopleSoft Human Resources (\$361), PeopleSoft Financials (\$918), Telephone Charges (\$3,996), and Liability Insurance (\$1,098).

COUNTY COUNSEL – 0710

SUMMARY OF REVENUES

- Effective May 4, 2006, County Counsel hourly rates were increased to \$99 per hour from \$93.50 per hour. Revenues are recommended at \$2,369,043, a 9% (\$195,076) increase from budget year 2005-06 due primarily to higher estimates based on services provided during the 2005-06 FY and new revenue sources for new services.
 - Charges for Services (Legal Services) (\$594,821) – Reflects an increase in revenue from Risk Management (\$56,000), Retirement (\$19,000), County Services Areas and Water Districts (\$18,382) primarily due to revenue estimates based on 2005-06 revenue experience, the increase in County Counsel hourly rates, and are slightly offset by a decrease in revenue from LAFCo (\$20,000).
 - Miscellaneous Revenues (\$250) – Revenues received from copy and facsimile fees are recommended at the prior year level (\$250). Zoo Authority and Public Works-Roads revenue were mistakenly included in the Miscellaneous Revenues account for FY 2005-06. Revenue from Zoo Authority and Public Works-Roads has been moved to the Legal Services (Charges for Services) account.
 - Court Ordered Revenues (\$225,000) – Reflects revenue estimates based on legal services provided during the 2005-06 FY (Bail Bonds - \$5,000, PA/PG - \$220,000).
 - Intrafund Revenues (\$1,548,972) – Reflects an increase in revenue over the 2005-06 budget year primarily due to the addition of a Deputy County Counsel position for Child Protective Services work for the entire year and the increase in County Counsel hourly rates.

COUNTY COUNSEL – 0710

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8035	County Counsel	Flat	1	1	\$ 151,152
1207	Chief Deputy County Counsel	C	3	3	353,209
1235	Senior Deputy County Counsel	D	8	8	827,890
1234	Deputy County Counsel IV	2980	8	11	1,045,888
1233	Deputy County Counsel III	2496	4	0	0
1232	Deputy County Counsel II	2076	0	1	57,748
1202	Legal Assistant III	1397	5	5	202,410
	Administrative Services				
2209	Assistant	1732	1	1	55,788
3161	Secretary IV – Conf.	1195	6	5	153,960
3141	Secretary III – Conf	1086	0	1	33,298
3143	Secretary II – Conf	968	1	0	0
3081	Office Assistant III – Conf.	968	3	3	91,720
Subtotal			40	39	\$ 2,973,063
Auto Allowance					6,156
Bilingual Skill Pay					600
TOTAL REGULAR SALARIES					\$ 2,979,819

VACANT POSITION RECOMMENDED FOR DELETION (October 9, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
3161	Secretary IV	Vacant	1195	-1	\$ 36,875
	Cost of Restoring Vacant Position			-1	\$ 36,875

GENERAL SERVICES ADMINISTRATION/SECURITY

BUDGET 0130

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 4,003,140	\$ 4,010,518	\$ 4,483,308	\$ 472,790	12%
Services & Supplies	497,301	682,879	712,007	29,128	4%
Fixed Assets	12,010	9,000	0	(9,000)	-100%
Total Appropriations	\$ 4,512,451	\$ 4,702,397	\$ 5,195,315	\$ 492,918	10%
<u>Revenues</u>					
Fines, Forf. & Penalties	\$ 320,053	\$ 360,000	\$ 380,000	\$ 20,000	6%
Use of Money & Property	619,502	697,500	686,300	(11,200)	-2%
Charges for Services	376,009	481,047	451,119	(29,928)	-6%
Misc. Revenues	10,022	0	0	0	0%
Intrafund Revenues	2,115,659	2,258,757	2,382,348	123,591	5%
Total Revenues	\$ 3,441,245	\$ 3,797,304	\$ 3,899,767	\$ 102,463	3%
<u>Net County Cost</u>	\$ 1,071,206	\$ 905,093	\$ 1,295,548	\$ 390,455	43%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	76	77	77	0	

GENERAL SERVICES ADMINISTRATION/SECURITY – 0130

FUNCTION

The Department of General Services provides internal support services for the County. Operations included within this budget are Administration and Security. Administration includes administrative and business office operations for the department, as well as the administration of all County leases. Security is responsible for the physical security of County facilities and employees and parking enforcement. Other General Services operational divisions, which include Facility Services and Purchasing, Fleet Services, and Graphic Communication Services, are included in separate budget units. Also included in a separate budget unit is the new Property Management budget for the Crocker Building.

OVERVIEW

The 2006-07 Recommended Budget of \$5,195,315 reflects a 43% (\$390,455) increase in net County cost over the 2005-06 Adopted Budget primarily due to increases in retirement and health insurance contributions, full-year funding for the Security positions added mid-year 2005-06 for the Juvenile Justice Campus, and computer service software charges. Staffing is recommended at the current year level of 77 positions.

DEPARTMENT COMMENTS

The Department of General Services continues to provide support services to County departments at costs lower than those provided by outside entities. In FY 2005-06, the County conducted public bidding for security services at the new Juvenile Justice Campus. County Security was selected by the Board of Supervisors as the low cost bidder.

In addition to the administrative and business operations for the department, General Services Administration includes a lease services unit. The lease services unit leases County-owned space and assists County departments in obtaining office space or other facilities by locating facilities, negotiating leases and providing follow-up lease maintenance. General Services Administration staff also provides considerable support to the Facilities Planning Committee and often times, takes the lead on various Countywide projects, including the transfer of the Courts from the County to the State, the lease/purchase of the Crocker Building, Comcast license renewal, the sale of the Cantua Creek Community Center, and the County energy savings project to name a few.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Security support is a necessity at the new Juvenile Justice Campus to maintain a safe and secure campus. Full-year funding is included for positions added midyear 2005-06 to provide security services to the Juvenile Justice Campus.

SALARIES AND BENEFITS

- Salaries and Benefits represent a 12% increase over the current year primarily due to increases in retirement and health insurance contributions and full-year funding for the Security positions added midyear 2005-06 for the Juvenile Justice Campus.

GENERAL SERVICES ADMINISTRATION/SECURITY – 0130

SERVICES AND SUPPLIES

- Services and Supplies represent a 4% increase over the current year primarily due to computer service software costs. The current security access control system software is experiencing problems and will no longer be supported by the vendor. The software must be upgraded to keep the system fully functioning.

FIXED ASSETS

- Funding for fire department equipment is now budgeted in the Interest and Miscellaneous Expenditures Org. 2540.

SUMMARY OF REVENUES

- Revenues are recommended at \$3,899,767, a 3% (\$102,463) increase over the current year.
 - Fines, Forfeitures, and Penalties - Represents an increase based on the actual collection rate of parking citations.
 - Use of Money and Property - Reflects a slight decrease due to termination of antenna leases.
 - Charges for Services - Represents a decrease for recovery of costs for security services due to realigning revenues between accounts.
 - Intrafund Revenues - Reflects an increase based on the recovery of costs for security services.

GENERAL SERVICES ADMINISTRATION/SECURITY - 0130

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8140	Director of General Services	D	1	1	\$ 114,835
2247	Principal Administrative Analyst	E	1	1	74,940
2270	Senior Administrative Analyst	F	2	2	130,012
3707	Information Technology Analyst IV	2167	2	2	141,438
3166	Administrative Secretary - Conf.	1325	1	1	42,675
3111	Office Assistant II - Conf.	873	1	1	24,195
3265	Principal Accountant	F	1	1	62,146
3255	Senior Accountant	1949	1	1	60,202
3260	Account Clerk III	1018	2	2	65,536
3205	Account Clerk II	906	2	2	51,941
3080	Office Assistant III	964	1	1	31,046
5206	Chief of Security	F	1	1	61,828
3080	Office Assistant III	964	1	1	27,279
5236	Supervising Security Officer	1426	2	2	88,951
5239	Senior Security Officer	1123	7	7	249,353
5237	Security Officer II	912	38	38	1,070,001
5238	Security Officer I	811	13	13	300,641
Subtotal			77	77	\$ 2,597,019
	Bilingual Skills Pay				4,800
	Auto Allowance				6,156
	Steno Allowance				520
TOTAL REGULAR SALARIES					\$ 2,608,495

FACILITY SERVICES

BUDGET 0135

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 7,357,186	\$ 8,131,429	\$ 9,109,171	\$ 977,742	12%
Services & Supplies	9,355,247	9,897,851	10,781,488	883,637	9%
Residual Equity					
Transfer	0	49,450	0	(49,450)	-100%
Other Financing Uses	0	766,032	1,296,370	530,338	69%
Fixed Assets	5,277,965	0	0	0	0%
Total Appropriations	\$ 21,990,398	\$ 18,844,762	\$ 21,187,029	\$ 2,342,267	12%
<u>Revenues</u>					
Use of Money & Property	\$ 115,549	\$ 116,563	\$ 123,086	\$ 6,523	6%
Charges for Services	2,611,860	3,185,650	3,351,482	165,832	5%
Misc. Revenues	1,084,827	9,000	29,000	20,000	222%
Other Financing Sources	5,555,914	0	0	0	0%
Intrafund Revenues	6,219,596	6,072,390	6,061,009	(11,381)	0%
Total Revenues	\$ 15,587,746	\$ 9,383,603	\$ 9,564,577	\$ 180,974	2%
<u>Net County Cost</u>	\$ 6,402,652	\$ 9,461,159	\$ 11,622,452	\$ 2,161,293	23%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	136	142	142	0	

FACILITY SERVICES – 0135

FUNCTION

This budget funds the operations of Facility Services, which is a unit of the Facility Services and Purchasing Division of the Department of General Services. Facility Services is responsible for the mechanical, electrical, structural and custodial maintenance of County-owned buildings. In addition to routine and preventive maintenance and remodeling and modifications to County facilities, Facility Services provides computer cabling for the Information Technology Services Department and furniture moves as requested by County departments.

OVERVIEW

The 2006-07 Recommended Budget of \$21,187,029 reflects a 23% (\$2,161,293) increase in net County cost over the 2005-06 Adopted Budget due primarily to increases in retirement contributions and utilities, and support costs for the new Juvenile Justice Campus. Staffing is recommended at 142 positions, the same as the current year.

DEPARTMENT COMMENTS

Facility Services completed the implementation of the County energy project, which increased the energy efficiency in three County detention facilities, Hall of Records, Plaza Building, and Sheriff's Administration Building. The project was completed ahead of schedule, within the established budget, and with rebates that exceeded the contractually guaranteed amounts.

In FY 2005-06, Facility Services completed numerous major remodeling and repair projects, some of which include installation of a new heating, ventilation and air conditioning (HVAC) system for the Elections Training Facility; replacements of the Main Jail roof, central plant boilers, and Department of Employment and Temporary Assistance Barton Building and Main Welfare Building HVAC systems; tunnel repairs/electrical upgrade at the Hall of Records; and construction of the Plaza Building radio/telephone room.

In the prior year, the County conducted public bidding for maintenance services at the new Juvenile Justice Campus. The County's Facility Services was selected by the Board of Supervisors as the low cost bidder. Facility Services staff provides building maintenance services to the 350,000 square foot campus.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- The County's \$142.1 million Juvenile Justice Campus opened in May 2006. Quick and reliable responses to service requests will be essential for the smooth operation of the facility and to ensure the safety of Probation Department staff and juvenile inmates. Full-year funding is included for positions added midyear to provide these services.

FACILITY SERVICES – 0135

SALARIES AND BENEFITS

- Salaries and Benefits represent a 12% increase over the current year. This includes increases in retirement and health insurance contributions and full-year funding for positions added mid-year 2005-06 for the Juvenile Justice Campus.

SERVICES AND SUPPLIES

- Services and Supplies represent a 9% increase over the current year due primarily to utilities costs for the Juvenile Justice Campus.

OTHER FINANCING USES

- Other Financing Uses represent a 69% increase to pay the debt service on energy efficiency project financing, which is offset by project savings.

SUMMARY OF REVENUES

- Revenues are recommended at \$9,564,577, a 2% (\$180,974) increase over the current year.
 - Use of Money and Property - Represents an increase in revenues received from the rental of County property.
 - Charges for Services - Reflect an increase primarily due to the adjustment of utilities costs recovered from departments to more accurately reflect actual revenues.
 - Miscellaneous Revenues - Represent an increase due to anticipated recoveries from claims for property damage.
 - Intrafund Revenues - Reflects a slight decrease primarily due to a projected decrease in revenue for janitorial services recovered from general fund departments.

FACILITY SERVICES - 0135

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2313	Facility Services and Purchasing Manager	E	1	1	\$ 88,291
2270	Senior Administrative Analyst	F	1	1	65,033
5231	Facility Services Supervisor	2129	1	1	68,530
5201	Maintenance Services Supervisor	1873	4	4	233,414
5375	Building Maintenance Specialist	1660	2	2	106,914
5327	Maintenance Electrician	1466	10	9	434,424
5326	Maintenance Plumber	1526	9	9	449,707
5315	Maintenance Carpenter	1466	4	4	193,294
5325	Maintenance Painter	1364	6	6	267,266
5202	Building Maintenance Engineer	1420	13	13	599,222
5330	Air Conditioning Mechanic	1526	11	12	597,148
5328	Locksmith	1466	4	4	190,213
5303	Floor Installer	1199	1	1	40,458
5061	Supervising Janitor	941	4	4	121,112
5050	Maintenance Janitor	813	9	9	235,791
5055	Janitor	789	58	58	1,449,763
3160	Secretary IV	1188	1	1	38,225
3110	Office Assistant II	866	2	2	53,138
3440	Stock Clerk II	848	1	1	27,682
Subtotal			142	142	\$ 5,259,625
Jail Premium					61,100
Bilingual Skills Pay					600
Less Salary Savings					(111,748)
TOTAL REGULAR SALARIES					\$ 5,209,577

FLEET SERVICES
BUDGETS 8910-8911
Internal Service and Equipment Funds

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 2,837,269	\$ 3,231,934	\$ 3,459,701	\$ 227,767	7%
Services & Supplies	8,138,635	6,655,167	8,262,053	1,606,886	24%
Residual Equity Transfer Out	779,107	0	0	0	0%
Other Charges	1,076,027	2,723,938	2,856,239	132,301	5%
Fixed Assets	893,520	4,190,005	4,141,650	(48,355)	-1%
Total Appropriations	\$ 13,724,558	\$ 16,801,044	\$ 18,719,643	\$ 1,918,599	11%
<u>Revenues</u>					
Charges for Services	\$ 8,107,044	\$ 9,773,741	\$ 11,643,954	\$ 1,870,213	19%
Use of Money & Property	2,733,031	2,567,298	2,827,539	260,241	10%
Sale of Fixed Assets	709,952	100,000	100,000	0	0%
Residual Equity Transfers In	457,186	829,305	30,950	(798,355)	-96%
Misc. Revenues	414,501	250,700	197,200	(53,500)	-21%
Depreciation Carryover	1,063,456	3,280,000	3,920,000	640,000	20%
Total Revenues	\$ 13,485,170	\$ 16,801,044	\$ 18,719,643	\$ 1,918,599	11%
<u>Net Income / (Loss)</u>	\$ (239,388)	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	47	47	47	0	

FLEET SERVICES – INTERNAL SERVICE AND EQUIPMENT FUNDS **8910/8911**

FUNCTION

This budget funds the operations of Fleet Services, an Internal Service Fund (ISF), which is a division of the Department of General Services. Fleet Services is responsible for the management of the County's vehicle and heavy equipment fleet, including fleet planning, acquisition, maintenance, fueling operations, and sale of surplus equipment; and radio and pager communications for law enforcement and other departments with field operations. Transportation services are provided through central and departmental motor pools.

OVERVIEW

The 2006-07 Recommended Budget of \$18,719,643 represents an 11% (\$1,918,599) increase in appropriations and revenues over the FY 2005-06 Adopted Budget primarily due to increases in fuel costs, the County-wide cost allocation, and retirement contributions. Staffing is recommended at the current year level of 47 positions.

DEPARTMENT COMMENTS

As federal and state regulations and mandates continue to change for air and water quality, Fleet Services is busy on a number of fronts to comply. Fuel sites are inspected weekly and a retrofit (clean air program) for diesel-powered equipment is in the early stages. Another clean air program involves the alternate fuel vehicles. Some vehicles are being replaced with compressed natural gas, hybrid and electric vehicles to determine operating efficiencies and maintenance costs. While compressed natural gas is posing a number of issues, hybrid sedans have shown the best promise for County use. As manufacturers add SUVs and pickups to their line of hybrid vehicles, Fleet Services will be looking at these products as future replacements.

Fleet Services continues to work through an eight-year program to replace the County's radio system to comply with guidelines issued by the Federal Communications Commission. The final stage of a contract agreement for the microwave radio relocation will require the cutover/replacement of 15 complete microwave paths with new equipment, with each path having up to four transmitters, receivers and antennas, all without interruption of critical service for Sheriff, ambulance/fire and local government users. As the lead agency, the County will be connecting its resources with local public safety agencies to provide a major communications resource to all participating agencies. A number of consoles remain to be installed to complete the interoperability switch.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- In order to comply with mandates by the California Air Resources Board, Fleet Services continues to retrofit on-road, diesel-fueled vehicles.

SALARIES AND BENEFITS

- Salaries and Benefits represent a 7% increase over the current year primarily due to increases in workers compensation, health insurance, and retirement contributions.

FLEET SERVICES – INTERNAL SERVICE AND EQUIPMENT FUNDS **8910/8911**

SERVICES AND SUPPLIES

- Services and Supplies represent a 24% increase over the current year primarily due to increases in fuel costs and the County-wide cost allocation.
- Other Charges represent a 5% increase over the current year for depreciation of vehicles and equipment.

FIXED ASSETS

- Fixed Assets reflect a 1% decrease from the current year due to fewer equipment purchase requests from user departments.
- **FIXED ASSETS (\$4,141,650):**

Replacement Equipment from Depreciation Funds (\$3,700,000)

Light Duty Vehicles	\$1,500,000.....	User Departments
Trucks & Buses	500,000.....	User Departments
Radio Equipment.....	350,000.....	User Departments
Construction Equipment.....	500,000.....	User Departments
CARB Retro Fit	250,000.....	User Departments
Shop Equipment.....	100,000.....	Fleet Operation
Microwave Relocation	500,000.....	Radio System Operations

Replacement Equipment from Other Funds (\$410,700)

Totally Damaged Vehicles	\$110,000.....	Risk Funds - Vehicle Replacement
Auto/Physical Damage	80,700.....	Risk Funds - Vehicle Repair
Inflation Surcharge Fund	220,000.....	Offset for Equipment Purchases

New Equipment (\$30,950)

Cargo Van	\$18,500.....	Library
Tommy Lift	12,450.....	Library

SUMMARY OF REVENUES

The Fleet Services Internal Service and Equipment Funds receives the majority of its revenue from charges to user departments. In addition, some revenue is received from the sale of surplus property that has no remaining useful life and from interest earnings. Rates to user departments are based on overall operating costs, which include consideration of vehicle/equipment use and depreciation charges for equipment replacement. An inflation surcharge per meter unit supplements the replacement of vehicles and equipment.

- Revenues are recommended at \$18,719,643, an 11% (\$1,918,599) increase over the current year.
 - Charges for Services - Represents a 19% increase in the recovery of costs for services provided to user departments as a result of increased fuel costs.
 - Use of Money and Property - Reflects a 10% increase due to higher interest earnings and an increase in depreciation to replace fixed assets.
 - Sale of Fixed Assets - Estimated to remain at the 2005-06 level.

FLEET SERVICES – INTERNAL SERVICE AND EQUIPMENT FUNDS

8910/8911

- Residual Equity Transfers In - Represents a 96% decrease in revenues due to fewer requests from user departments to purchase equipment.
- Miscellaneous Revenues - Reflects a 21% decrease in revenues from the sale of scrap metal as a result of participating in a mandated recycling program.
- Depreciation Carryover - Represents an increase due to higher costs of replacement equipment.

FLEET SERVICES - INTERNAL SERVICE AND EQUIPMENT FUNDS
- 8910-8911

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
5365	Fleet Services Manager	E	1	1	\$ 70,781
	Telecommunications Systems				
1114	Engineer	F	1	1	67,685
5309	Fleet Services Supervisor	1873	2	2	120,582
5332	Master Heavy Duty Mechanic	1655	2	2	106,596
5331	Master Automotive Mechanic	1655	2	2	106,596
5347	Installer	1021	1	1	33,376
5348	Telecommunications Technician	1466	4	4	191,708
5360	Senior Welder	1714	1	1	54,616
5370	Welder	1405	2	2	91,818
5313	Heavy Duty Mechanic	1405	9	9	413,181
5307	Automotive Mechanic	1405	9	9	413,181
5340	Equipment Service Assistant	1021	4	4	114,912
3410	Fleet Services Parts Specialist	1066	2	2	67,192
	Fleet Services Maintenance				
5040	Custodian	865	1	1	27,841
3140	Secretary III	1077	1	1	34,675
3080	Office Assistant III	964	2	2	62,092
3440	Stock Clerk II	848	1	1	27,729
1709	Fuel Site Compliance Specialist	1205	1	1	36,003
3707	Information Technology Analyst IV	2167	1	1	70,814
TOTAL REGULAR SALARIES			47	47	\$ 2,111,378

NOTES

GRAPHIC COMMUNICATION SERVICES

BUDGET 8920

Internal Service Fund

	<u>Actual 2004-05</u>	<u>Adopted 2005-06</u>	<u>Recommended 2006-07</u>	<u>Increase/ Decrease</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 974,365	\$ 1,076,713	\$ 1,157,744	\$ 81,031	8%
Services & Supplies	2,923,965	2,801,660	3,147,084	345,424	12%
Other Charges	<u>5,794</u>	<u>20,011</u>	<u>20,011</u>	<u>0</u>	<u>0%</u>
Total Appropriations	\$ 3,904,124	\$ 3,898,384	\$ 4,324,839	\$ 426,455	11%
<u>Revenues</u>					
Charges for Services	\$ 3,429,313	\$ 3,896,384	\$ 4,324,839	\$ 428,455	11%
Use of Money & Property	<u>2,519</u>	<u>2,000</u>	<u>0</u>	<u>(2,000)</u>	<u>-100%</u>
Total Revenues	\$ 3,431,832	\$ 3,898,384	\$ 4,324,839	\$ 426,455	11%
<u>Net Income/(Loss)</u>	\$ (472,292)	\$ 0	0	\$ 0	0%
	<u>Budgeted 2004-05</u>	<u>Current 2005-06</u>	<u>Recommended 2006-07</u>	<u>Increase/ Decrease</u>	
Position Summary	25	25	25	0	

GRAPHIC COMMUNICATION SERVICES - INTERNAL SERVICE FUND – 8920

FUNCTION

Graphic Communication Services, a division of the Department of General Services, is an Internal Service Fund (ISF) that processes all outgoing County U.S. Postal mail, provides the Countywide Inter-departmental messenger service, graphic design services, offset printing, copy service and poster printing. Graphic Communication Services performs the majority of the County's graphic communication requirements in-house; specialized services and projects produced more cost effectively by private companies are contracted out.

OVERVIEW

The 2006-07 Recommended Budget of \$4,324,839 reflects an 11% (\$426,455) increase in appropriations and revenues over the 2005-06 Adopted Budget primarily due to increases in the Countywide cost allocation, postage costs, and retirement contributions. Staffing is recommended at 25, the same as the current year.

DEPARTMENT COMMENTS

Graphic Communication Services continues to provide services to County departments at costs less than the commercial market. County departments receive the lowest possible prices on their graphics, printing, copy, and mail services. A recent cost comparison showed that on the average, County costs were 35% below the cost of the same services being provided by private companies. Due to this fact, several government/community agencies have contracted with the County for these services, including the Cities of Fowler, Fresno, Parlier, and Selma; police departments of Fresno State, Kingsburg, Sanger, and Selma; Kingsburg Cemetery District; and Pine Ridge Volunteer Fire Department. Two new clients added in the prior year include the City of San Joaquin and the Fresno City and County Historical Society.

Services to user departments continue to increase efficiencies County-wide. In FY 2005-06, the Department of Employment and Temporary Services transitioned to the CalWin program, with Graphic Communication Services managing the mailing and postage component of the program. The increased volume of mailings generated with this program will result in decreased mailing costs Countywide.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Effective July 1, 2006, Graphic Communication Services will manage the mailing and postage components of the CalWIN program. With this program, the increased volume of mailings will result in reduced mailing costs Countywide.

SALARIES AND BENEFITS

- Salaries and Benefits represent an 8% increase over the current year primarily due to increases in health insurance and retirement contributions.

GRAPHIC COMMUNICATION SERVICES - INTERNAL SERVICE FUND – 8920

SERVICES AND SUPPLIES

- Services and Supplies represent a 12% increase over the current year primarily due to increased County-wide cost allocation and postage costs.

OTHER CHARGES

- Other Charges represent depreciation of equipment and facilities.

SUMMARY OF REVENUES

- Revenues are recommended at \$4,324,839, an 11% (\$426,455) increase over the current year.
 - Charges for Services - Represent the recovery of costs from County departments and other governmental agencies requesting services.
 - Use of Money and Property - Reflects no anticipated interest earnings in FY 2006-07.

GRAPHIC COMMUNICATION SERVICES - INTERNAL SERVICE
FUND – 8920

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
	Graphic Communication Services				
2217	Manager	H	1	1	\$ 55,470
1151	Graphic Arts Technician I	1056	1	1	28,765
1152	Graphic Arts Technician II	1180	1	1	37,803
3542	Senior Offset Equipment Operator	1029	1	1	33,645
3535	Offset Equipment Operator II	910	5	5	147,341
3070	Supervising Office Assistant II	1287	1	1	38,830
3080	Office Assistant III	964	1	1	31,046
3110	Office Assistant II	866	4	4	100,104
3037	Driver	826	10	10	255,801
Subtotal			25	25	\$ 728,805
TOTAL REGULAR SALARIES					\$ 728,805

PURCHASING

BUDGET 0440

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 581,092	\$ 631,066	\$ 718,078	\$ 87,012	14%
Services & Supplies	50,697	78,251	76,007	(2,244)	-3%
Total Appropriations	\$ 631,789	\$ 709,317	\$ 794,085	\$ 84,768	12%
<u>Revenues</u>					
Charges for Services	194	0	0	0	0%
Misc. Revenues	96,875	75,000	50,000	(25,000)	-33%
Intrafund Revenues	125,570	127,266	128,328	1,062	1%
Total Revenues	\$ 222,639	\$ 202,266	\$ 178,328	\$ (23,938)	-12%
<u>Net County Cost</u>	\$ 409,150	\$ 507,051	\$ 615,757	\$ 108,706	21%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	10	10	10	0	

PURCHASING – 0440

FUNCTION

Purchasing, a unit of the Facility Services and Purchasing Division of the Department of General Services, is responsible for the acquisition of all supplies and equipment used by County departments. As the County's contracting agency, the division also assists in securing outside services required by County operations. Purchasing obtains quality goods and services through the competitive process, and is also responsible for the sale and/or disposal of surplus County equipment.

OVERVIEW

The 2006-07 Recommended Budget of \$794,085 reflects a 21% (\$108,706) increase in net County cost over the 2005-06 Adopted Budget due primarily to increases in retirement and health insurance contributions, and additional funding for extra-help to support the PeopleSoft financial upgrade and implementation of audit recommendations. Staffing is recommended at the current year level of 10 positions.

DEPARTMENT COMMENTS

Purchasing continues to improve the procurement process and service to County departments. County bids that are processed by Purchasing now appear on the County's website, providing potential bidders greater access and opportunities to respond to bids. The Purchasing website was enhanced to include training videos to assist user departments in completing required paperwork. Additionally, the asset management form has been automated, which allows for better tracking and disposal of the County's fixed assets. Finally, Purchasing has been involved with the PeopleSoft upgrade, which will provide a more user-friendly version of the Purchasing module and improve the efficiency of purchase order processing.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- In FY 2006-07, the PeopleSoft purchasing module upgrade to a newer version will be completed, requiring a significant amount of staff time to implement. Funding in extra-help is requested to provide staff support during implementation.

SALARIES AND BENEFITS

- Salaries and Benefits represent a 14% increase over the current year primarily due to increases in retirement and health insurance contributions. Funding in extra-help is included for the upgrade of the PeopleSoft system and implementation of audit recommendations.

SERVICES AND SUPPLIES

- Services and Supplies represent a 3% decrease from the prior year primarily due to a decrease in PeopleSoft Financial Charges.

PURCHASING – 0440

SUMMARY OF REVENUES

- Revenues are recommended at \$178,328, a 12% (\$23,938) decrease from the current year.
 - Miscellaneous Revenues - Reflects a decrease in anticipated revenues from the sale/disposal of surplus property, primarily due to a decrease in sales of surplus computer equipment.
 - Intrafund Revenues - Represents reimbursement for procurement services provided to the human services departments.

PURCHASING – 0440

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2314	Purchasing Supervisor	1946	1	1	\$ 62,649
2229	Senior Buyer	1714	1	1	55,205
2231	Buyer III	1545	3	4	198,888
2232	Buyer II	1403	2	1	39,782
3080	Office Assistant III	964	3	3	93,138
TOTAL REGULAR SALARIES			10	10	\$ 449,662

PROPERTY MANAGEMENT

BUDGET 9135

Enterprise Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 0	\$ 0	\$ 650,092	\$ 650,092	100%
Other Charges	0	0	42,862	42,862	100%
Total Appropriations	\$ 0	\$ 0	\$ 692,954	\$ 692,954	100%
<u>Revenues</u>					
Use of Money & Property	\$ 0	\$ 0	\$ 692,954	\$ 692,954	100%
Total Revenues	\$ 0	\$ 0	\$ 692,954	\$ 692,954	100%
<u>Net Income / (Loss)</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%

PROPERTY MANAGEMENT – ENTERPRISE FUND – 9135

FUNCTION

This budget is new in 2006-07 and the Department will be requesting Board approval during the budget process for its addition. This budget funds the property management functions of the Crocker Building. In 2005-06, the County entered into a lease/purchase agreement for the property. The Department of General Services assumed the responsibilities of collecting rents and providing for the operation and maintenance of the facility.

OVERVIEW

The 2006-07 Recommended Budget of \$692,954 includes appropriations for facility operations and maintenance, as well as administration of the tenant leases. Provisions are made for necessary operational and replacement reserves.

DEPARTMENT COMMENTS

In 2005-06 the prior year, the County entered into a lease/purchase agreement for the Crocker Building. The Department of General Services is responsible for the management of the property. The establishment of an enterprise fund enables the department to isolate and track revenues and expenses strictly to this facility.

SUMMARY OF CAO RECOMMENDATIONS

SERVICES AND SUPPLIES

- A total of \$650,092 in services and supplies is recommended to fund facility operations and maintenance expenses.
- Reserves of \$42,862 are recommended to be set aside for future operational contingencies and equipment replacement needs.

SUMMARY OF REVENUES

- Revenues are recommended at \$692,954.
 - Use of Money and Property – Represents rental receipts from tenants and interest earnings.

INFORMATION TECHNOLOGY SERVICES DEPARTMENT

BUDGETS 8905-8908

Internal Service and Equipment Funds

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 10,835,903	\$ 11,072,604	\$ 11,979,825	\$ 907,221	8%
Services & Supplies	9,845,784	12,737,988	12,650,230	(87,758)	-1%
Operating Transfer Out	1,125,888	0	0	0	0%
Total Appropriations	\$ 21,807,575	\$ 23,810,592	\$ 24,630,055	\$ 819,463	3%
<u>Revenues</u>					
Charges for Services	\$ 23,231,696	\$ 23,798,092	\$ 24,605,055	\$ 806,963	3%
Use of Money & Property	67,202	12,500	25,000	12,500	100%
Other Financing Sources	1,706,596	0	0	0	0%
Residual Equity Transfer In	642,186	0	0	0	0%
Misc. Revenues	20,618	0	0	0	0%
Total Revenues	\$ 25,668,298	\$ 23,810,592	\$ 24,630,055	\$ 819,463	3%
<u>Net Income / (Loss)</u>	\$ 3,860,723	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	125	118	118	0	

INFORMATION TECHNOLOGY SERVICES DEPARTMENT – 8905-8908

FUNCTION

The Information Technology Services Department (ITSD) is an Internal Service Fund (ISF) that provides information technology and related services to Fresno County Departments and other agencies. Services provided by ITSD include user requirement definitions; system acquisition and integration; and systems operation, maintenance, and enhancements. ITSD is responsible for the implementation, maintenance, and operation of the voice and data Institutional Network (“I-Net”) and a suite of enterprise applications that operate securely over the network. In addition, ITSD provides core Information Technology (IT) services and facilities including document imaging; work flow processing solutions; and desktop hardware and software including training and support. Budget units 8905 and 8908, along with the PeopleSoft budget unit 8903, comprise the ITSD ISF 1020.

OVERVIEW

The 2006-07 Recommended Budget of \$24,630,055 reflects a 3% increase in appropriations and revenues from the 2005-06 Adopted Budget. The increase is due to three factors: First, the available working capital in this budget unit has been extremely thin for several years, therefore, an attempt is being made to collect sufficient revenues to alleviate this persistent situation; second, a required payment to the Countywide cost allocation plan expense for the first time in three fiscal years; and third, the significant increase in the retirement plan contribution. Current staffing level of 118 employees is recommended.

DEPARTMENT COMMENTS

ITSD has continued to focus on both short and long term cost avoidance in the current fiscal year. This program will continue in 2006-07. Billable rates used for cost recovery increased less than half of one percent in the 2006-07 projections primarily due to those cost avoidance efforts. Continued expansion of the Institutional Network capacity will continue with the implementation of Customized Switched Metropolitan Ethernet becoming the commodity for the primary remote links. Network hardware continues to be upgraded to accommodate Voice over Internet Protocols as current equipment reaches the end of useful life. The proposed budget will allow for the implementation of the first thin client workstations. The thin client model will reduce support costs and extend the replacement cycle for much of the desktop hardware. The ITSD Help Desk is slated for restructuring in response to customer input collected in 2005-06. The use of integrated voice enabled applications to increase capacity of the County Operator functions is planned for the upcoming year.

The “lights-out” environment in the server farm will be expanded in response to reduced mainframe capacity and reduced printing. The successful efforts to reduce printing will result in the institutional printing facility being evaluated and a replacement recommended.

The requirement to remain current with core enterprise level software releases remains of paramount importance. To that end, a carefully planned program of technical training will be started in 2006-07. Based on formal classroom training, self taught video and mentoring, this program will improve core competencies in key technical staff.

INFORMATION TECHNOLOGY SERVICES DEPARTMENT – 8905-8908

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Recommended Salaries and Benefits represent an 8% increase from the current year's adopted budget. This is due to increases in salaries and other employee benefits. The number of funded positions is recommended at the current level of 118.

SERVICES AND SUPPLIES

- Services and Supplies reflect a decrease of 1% from the 2005-06 adopted budget.

Recommended appropriations will provide funding for:

- Building Maintenance GSA - Reflects an increase based on 2005-06 actual expenses and an increase in the number of large GSA project requests for cabling and routine maintenance.
- Data Processing Computer Supplies - Reflects a decrease based on CalWIN contract for printing by an outside agency.
- Computer Service Software; End User Software - Reflects a decrease in new software or maintenance on existing software as well as user-specific software requests.
- Special Departmental Expense - Reflects a decrease based on the number of new computers ordered and received.
- Transportation, Travel, and Education; Technical Training - appropriations have been requested for staff to attend technical training and conferences where staff are taught skills essential to operation of the data network as well as provided general information on information technology trends.

SUMMARY OF REVENUES

- Revenues are recommended at \$24,630,055, a 3% increase from the current year. As an ISF, ITSD is financed through charges to user departments for services rendered.
 - Charges for Services - Reflects a 3% increase from the current year and represents the recovery of costs for services provided to user departments. Charges support a \$215,000 expansion in available working capital.
 - Use of Money and Property - Reflects a 100% increase from the current year based on the fact that interest rates have improved substantially and slightly more cash will be available to keep on deposit.

INFORMATION TECHNOLOGY SERVICES DEPARTMENT –
8905/8908

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
2234	Information Technology Manager	E	5	5	\$ 434,512
2243	Information Technology Division Manager	D	2	2	215,618
2257	Staff Analyst III-A	1872	1	1	61,854
3080	Office Assistant III	938	3	3	92,937
3161	Secretary IV - Conf.	1163	1	1	38,415
3166	Administrative Secretary - Conf.	1290	1	1	42,640
3245	Accounting Technician	1268	1	1	37,986
3255	Senior Accountant	1897	1	1	62,699
3260	Account Clerk III	997	4	4	131,014
3701	Information Technology Support Technician II	930	2	2	62,352
3702	Information Technology Support Technician III	1085	7	7	247,625
3703	Sr. Information Technology Support Technician	1368	5	5	229,155
3705	Information Technology Analyst II	1505	2	2	96,190
3706	Information Technology Analyst III	1759	8	8	470,250
3707	Information Technology Analyst IV	2114	18	18	1,255,011
3708	Sr. Information Technology Analyst	2408	10	10	806,980
3711	Network Systems Engineer III	1759	14	14	824,894
3712	Network Systems Engineer IV	2114	13	13	917,242
3713	Sr. Network Systems Engineer	2408	15	15	1,210,470
3746	Information Technology Analyst IV - Conf.	2114	2	2	143,130
3747	Sr. Information Technology Analyst - Conf.	2408	1	1	81,562
3754	Info Technology Business Mgr	F	1	1	78,286
8045	Chief Information Officer	B	1	1	107,068
Subtotal			118	118	\$ 7,647,890
	Auto Allowance				6,156
TOTAL REGULAR SALARIES					\$ 7,654,046

PEOPLESOFT OPERATIONS

BUDGET 8903

Internal Service Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 2,312,171	\$ 3,442,283	\$ 3,276,371	\$ (165,912)	-5%
Other Financing Uses	0	171,409	171,409	0	0%
Total Appropriations	\$ 2,312,171	\$ 3,613,692	\$ 3,447,780	\$ (165,912)	-5%
<u>Revenues</u>					
Charges for Services	\$ 2,268,532	\$ 3,613,692	\$ 3,403,380	\$ (210,312)	-6%
Operating Transfers In	0	0	44,400	44,400	100%
Total Revenues	\$ 2,268,532	\$ 3,613,692	\$ 3,447,780	\$ (165,912)	-5%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 44,400	\$ 44,400	0%
<u>Net Income / (Loss)</u>	\$ (43,639)	\$ 0	\$ 0	\$ 0	0%

PEOPLESOFT OPERATIONS – 8903

FUNCTION

PeopleSoft Operations is an Internal Service Fund (ISF) that provides for the maintenance and operation of the enterprise-wide Human Resources and Financial Management Information System. This packaged software system, now provided by the Oracle Corporation, is used to produce the County's biweekly payroll, maintain employee personnel records, provide on-line access to employee benefits, and other personnel information. In addition, the system provides automated financial record keeping including accounts payable, accounts receivable, and the general ledger. This budget unit is used to more accurately allocate expenses to all departments using the PeopleSoft system. Acting as an ISF, the budget unit will recover costs associated with the operation, maintenance, and upgrade of the PeopleSoft system.

OVERVIEW

The 2006-07 recommended PeopleSoft budget is \$3,447,780. This budget will fund the day-to-day operations of the system as well as continue to pay for the extensive upgrade from version 7.02 to 8.9, and includes the simultaneous implementation of a new budgeting software module at version 8.9. Once the upgrade is completed, users will notice many improvements over the current version, and the Oracle Corporation will continue to provide maintenance in the future.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- In December 2004, the Board of Supervisors approved a \$1,908,370 upgrade project to be implemented over two calendar years with financing spread over three fiscal years. This budget represents the third and final fiscal year of that effort. Implementation of the Budget Preparation software version 8.9 will also take place during this time period.

SERVICES AND SUPPLIES

- Services and Supplies are comprised of billable labor from the Information Technology Services Department (ITSD), the Auditor-Controller/Treasurer-Tax Collector, and the Personnel Department, plus ITSD equipment and service charges, software licenses and maintenance, and Professional Services associated with the operation of the PeopleSoft system.

Recommended appropriation will provide funding for:

- Data Processing Services - Reflects increased demand for technical resources required by the upgrade of the financial software and implementation of the new budget software.
- Computer Service Software - Reflects a reduction due to the absence of previous one time and front end costs required by the financial upgrade.
- Transportation, Travel, and Education; Technical Training - Appropriations have been requested for staff to attend PeopleSoft training as well as user groups and conferences where more efficient operation of the system is the desired outcome.

PEOPLESOFT OPERATIONS – 8903

SUMMARY OF REVENUES

- Revenues are recommended at \$3,447,780.
 - Charges for Services - Reflects the recovery of costs for services provided to user departments.
 - Operating Transfers In – Addresses the Fresno County Schools share of allocated PeopleSoft Financial System charges. This will ensure the County is in compliance with the State’s directive on cost allocation ISF operations.

NOTES

TELECOMMUNICATIONS

BUDGETS 8930/8931

Internal Service and Equipment Funds

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 571,716	\$ 619,357	\$ 674,679	\$ 55,322	9%
Services & Supplies	2,859,815	4,773,811	4,079,630	(694,181)	-15%
Other Charges	817,183	536,819	996,616	459,797	86%
Operating Transfer Out	1,706,596	0	0	0	0%
Fixed Assets	229,379	462,482	649,600	187,118	40%
Total Appropriations	\$ 6,184,689	\$ 6,392,469	\$ 6,400,525	\$ 8,056	0%
<u>Revenues</u>					
Charges for Services	\$ 4,224,925	\$ 5,911,423	\$ 5,652,544	\$ (258,879)	-4%
Retained Earnings	300,000	0	0	0	0%
Residual Equity Transfer--In	192,207	61,556	0	(61,556)	-100%
Interest	83,676	18,564	98,381	79,817	430%
Depreciation Carryover	229,379	400,926	649,600	248,674	62%
Total Revenues	\$ 5,030,187	\$ 6,392,469	\$ 6,400,525	\$ 8,056	0%
<u>Net Income / (Loss)</u>	\$ (1,154,502)	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	10	10	10	0	

TELECOMMUNICATIONS – 8930/8931

FUNCTION

Telecommunications is an Internal Service Fund (ISF) that finances the operation and maintenance of the County's extensive telephone system. Organizationally the unit is managed as a division of the Information Technology Services Department (ITSD). The County's telephone system consists of leased lines from commercial telephone companies, NORTEL switches, in-building cabling, and desk-set telephone equipment. This ISF also collects the raw billing data from the commercial telephone companies necessary for direct pass through billings to the user departments for long distance and cellular telephone charges. The employees in this budget unit work in conjunction with other ITSD staff to integrate voice and data communications, manage building and closet wiring, and coordinate the desktop support function. Telecommunications rates are based on the number and type of communication devices in use.

OVERVIEW

The 2006-07 Recommended Budget is \$6,400,525 which includes \$649,600 in fixed asset purchases for phone system additions and upgrades that is 100% offset by depreciation carryover. This budget recommends the current position count of ten employees.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- The division has implemented a new agreement for lower cost long distance service along with a new system to enable departments to more effectively manage costs and identify dialing abuse. The division has also replaced old and unreliable call conferencing equipment with an up-to-date conference bridge which enables departments to schedule and operate multiple, simultaneous conference calls. Work is also now in progress on the installation of a telephone PBX in the County's Plaza Building, which will replace old equipment now servicing the County from the Courthouse.
- Since August 2005, the division has been responsible for the installation of the fiber and wire infrastructure at the new Juvenile Justice Campus. This includes all the data and telephone wiring within 11 separate buildings. Major equipment items and telephone instruments have been installed.

SALARIES AND BENEFITS

- Salaries and Benefits reflect an increase of 9% from the current year due primarily to the Countywide increase in base salary, and the resulting increase in the cost of employee benefits, plus the significant increase in the retirement plan contribution.

SERVICES AND SUPPLIES

- Services and Supplies include costs for leased lines, contracted maintenance of equipment, and actual use as billed by the commercial telephone companies.

Recommended appropriation will provide funding for:

TELECOMMUNICATIONS – 8930/8931

- Telephone Charges - Reflects an 11% decrease due to improved contractual pricing and implementation of a new system to enable departments to more effectively manage costs and identify dialing abuse.
- Building Maintenance GSA - Reflects a 35% decrease due to a reduction in the number of large GSA project requests.
- Data Processing Services - Reflects a 35% increase due to an increase in the number of automation project requests.
- Countywide Cost Allocation Plan - Reflects a \$144,244 overpayment for services received in 2004-05.

OTHER CHARGES

- Depreciation - Reflects an increase of 86% due to the addition of new equipment as required by system upgrades and departmental requests. New equipment is depreciated according to acquisition value and remaining useful life for the entire system. One of the biggest factors is the activation of the County's new Juvenile Justice Campus.

FIXED ASSETS

- Fixed assets reflect a 40% increase for the purchase of equipment to maintain and upgrade the telephone system as required and as requested by user departments.

SUMMARY OF REVENUES

- Revenues are recommended at \$6,400,525.
 - Charge for Services - Reflects the recovery of costs for services to user departments at \$5,652,544.
 - Interest - Estimated interest earnings in the amount of \$98,381 are being used to reduce Communications' rates in this year's budget.
 - Depreciation Carryover - Represents funding available to finance the replacement of fully depreciated telephone equipment.

TELECOMMUNICATIONS – 8930/8931

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3180	Office Assistant III	938	2	1	\$ 31,046
3110	Office Assistant II	843	1	2	55,036
3138	Telecommunications Services Asst II	1226	3	3	121,686
3701	Information Technology Support Technician II	930	1	1	32,042
3707	Information Technology Analyst IV	2114	1	1	70,710
3708	Senior Information Technology Analyst	2408	1	1	80,590
3706	Information Technology Analyst III	1775	1	1	53,848
Subtotal			10	10	\$ 444,958
TOTAL REGULAR SALARIES					\$ 444,958

PERSONNEL SERVICES DEPARTMENT

BUDGET 1010

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 2,196,099	\$ 2,396,492	\$ 2,487,665	\$ 91,173	4%
Services & Supplies	854,966	907,020	884,754	(22,266)	-2%
Total Appropriations	\$ 3,051,065	\$ 3,303,512	\$ 3,372,419	\$ 68,907	2%
<u>Revenues</u>					
Charges for Services	\$ 425,966	\$ 304,412	\$ 282,959	\$ (21,453)	-7%
Intrafund Revenues	1,315,372	1,547,867	1,453,914	(93,953)	-6%
Total Revenues	\$ 1,741,338	\$ 1,852,279	\$ 1,736,873	\$ (115,406)	-6%
<u>Net County Cost</u>	\$ 1,309,727	\$ 1,451,233	\$ 1,635,546	\$ 184,313	13%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	35	33	33	0	

PERSONNEL SERVICES DEPARTMENT – 1010

FUNCTION

The Personnel Services Department provides County-wide centralized management and administrative oversight for activities associated with personnel, labor relations, employee benefits, staff development and training, and risk management services. Internal personnel functions (e.g., administration of disciplinary process, maintenance of departmental personnel files, initial investigation and resolution of grievances and discrimination complaints) continue to be performed within each County department. Organizationally, the department is divided into five divisions with one administrative unit responsible for department administrative and business functions, budgeting, finance, strategic planning, research and development, legislative analysis, and administration of the classification and compensation program. Employment Services is responsible for work force reduction processes, recruitment and examination activities, and retention analysis; as well as providing funding and support to the Civil Service Commission. Labor Relations is responsible for labor contract negotiations, contract administration, employee grievance resolution, employment discrimination complaints, bargaining unit determination, unfair labor practice charges, and personnel audits. Staff Development and Training coordinates, tracks, and evaluates all County-wide staff development and training. The Risk Management and Employee Benefits Divisions are accounted for in the Risk Management budget (8925).

OVERVIEW

The 2006-07 Recommended Budget of \$3,372,419 reflects a 13% (\$184,313) increase in net County cost over the 2005-06 Adopted Budget primarily due to increases in salaries and benefit costs, and lower revenue projections based on current year actual receipts. The recommended budget maintains staffing at 33 positions allowing the department to sustain minimal service levels to County departments, as delineated in current fiscal year budget narratives. The recommended budget also includes reduced costs related to the relocation of staff development and training employees from the Grove Training Facility to the Fresno County Plaza. Staffing for this Budget (1010) is recommended at the current level of 33 positions.

DEPARTMENT COMMENTS

In 2002, your Board approved a reorganization of the Personnel Services Department with the anticipation of fortifying existing programs as well as adding programs and staff, which has not transpired due to the County's overall fiscal condition. In fact, over the last few Fiscal Years, the Personnel Services Department has continued to see the demand for services continue to grow, while staffing has remained stagnant and decreased in some program areas.

Even with the impact of the County's financial downturn over the past few years, the Personnel Services Department continues to evolve and provide oversight for many mandated programs. During the prior fiscal year, we continued to provide critical support to the County Administrative Office (CAO) and to department's facing operational and organizational issues as they also struggle with dwindling resources (i.e. as the CAO continues to intensify their operational/organizational audit program, there will be additional expectations placed upon classification and compensation issues). Given previous reductions in staffing and the extreme workload on current staff, the department has been forced to become more re-active in certain crisis situations while still being able to respond

PERSONNEL SERVICES DEPARTMENT – 1010

to County department needs. In addition, as a result of intensive placement efforts, separation of employees from the County service have been avoided through previous FY workforce reductions; however, we are anticipating more difficulty in 2006-07 with the transition and placement of employees impacted by budget reductions. The maintenance of our 33 positions becomes even more critical as the department shifts from an active recruitment process to the managing of the workforce reduction activities.

The Risk Management component of the department's efforts continue to be focused on reducing the County's exposure to loss through the expansion of the General Liability Program to include mandatory employee and departmental safety and liability training programs. The department has also expanded the self-funded Benefit Program to gain control over escalating health care costs. This effort will continue as we evaluate health plans and program structures for Plan Year 2007. The department continues its focus on workers' compensation fraud and the Return to Work Program to help mitigate increasing Workers' Compensation costs as well as identifying and aggressively managing all of the County's liability programs. The Staff Development and Training Division has continued to implement and improve loss prevention training and needs assessment. In FY 2005-06, over 100 managers and supervisors attended the 3-day Introduction to Basic Supervision Academy. However, over 1,000 managers and supervisors still need to go through this training. Department focused training that expands upon the basic academy is available and tailored to department's specific needs/requests.

Priority Issues Not Included in this Budget - Two areas that we have been unable to address during this last FY are the Countywide classification studies of the IT and analyst classifications. This budget does not include the necessary resources to complete these studies in FY 2006-07 whether done in-house or by an outside consultant. Also not included in this budget, are the additional staffing requirements necessary for the testing and implementation of the PeopleSoft Budget Module. In addition, the recent State required audit regarding compliance with Local Agency Personnel Standards (LAPS) identified a number of areas that need to be addressed within this next FY in order to ensure continued State and Federal funding for the Employment and Temporary Assistance, Children and Family Services and Child Support Services Departments. Even with the existing staffing levels, it will be difficult, if not impossible, to address all identified areas. Finally, the budget does not provide resources necessary to conduct the Centralization of Personnel Services Phase Two Audits. Therefore, these Board-directed Audits cannot be addressed in FY 2006-07.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Recommendations for 2006-07 maintain the current level of positions and continues to provide for minimal service levels to County departments:
 - The relocation of employees from the Grove Training Facility to the Fresno County Plaza. Although the space within the County Plaza is limited, the move was made in an effort to reduce overall costs associated with the Training and Development Division.

PERSONNEL SERVICES DEPARTMENT – 1010

- In light of the significant research and verification involved in preparing for potential layoffs, any loss of staffing is magnified in terms of the additional workload imposed on remaining staff. During the first part of 2006-07, a significant amount of staff time will be devoted to meeting with represented labor organizations to identify and mitigate work-force reductions included in the recommended budget. The department will work closely with the Administrative Office and all County departments to identify individuals affected by the reduction; serve layoff notices, where necessary; meet individually with employees who are served with a layoff notice; and manage programs devoted to ensuring that impacted employees are provided with information regarding options and benefits associated with layoffs in a single location. This effort will focus on placing those individuals in other funded County positions, with an attempt to minimize layoffs wherever possible.

SALARIES AND BENEFITS

- Salaries and Benefits, recommended at \$2,487,665, represent a 4% (\$91,173) increase from the current year due primarily to salaries and benefit adjustments.

SERVICES AND SUPPLIES

- Services and Supplies, recommended at \$884,754, represent a 2% (\$22,266) decrease from the current year primarily due to a reduction in appropriations for contracted training services and the elimination of lease-related costs associated with the Grove Training Facility. In an effort to reduce costs, staff at the Grove Training Facility were relocated to the Fresno County Plaza. The decrease is partially offset by an increase in Data Processing Charges resulting from corrections in equipment inventories which were necessary to accurately reflect computer equipment and service costs within Personnel (1010) and Risk Management (8925).

SUMMARY OF REVENUES

- Revenues are recommended at \$1,736,873, a 6% (\$115,406) decrease from the current year based on the projected level of services that will be provided to County departments in 2006-07. The reduction in anticipated revenue is due primarily to the reduction in recoverable training services and lower revenue projections based on current year actual receipts.
 - Charges for Services (\$282,959) - Reflects a decrease of 7% (\$21,453) primarily attributed to lower revenue projections based on current year actual receipts.
 - Intrafund Revenues (\$1,453,914) - Reflects a decrease of 6% (\$93,953) due primarily to the reduction of training costs associated with contracted training services and the elimination of the Grove Training Facility lease costs.

PERSONNEL SERVICES DEPARTMENT – 1010

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8063	Director of Personnel Services	B	1	1	\$ 119,443
2277	Personnel Services Manager	E	3	3	240,741
2250	Principal Personnel Analyst	E	3	3	219,364
2251	Senior Personnel Analyst	F	1	1	67,867
2249	Personnel Analyst III	1923	5	5	309,536
2252	Personnel Analyst II	1666	3	3	147,909
2253	Personnel Analyst I	1500	4	4	193,723
3161	Secretary IV - Conf.	1195	1	1	34,082
3141	Secretary III - Conf.	1086	1	1	30,974
2237	Personnel Technician I - Conf.	1036	2	2	61,794
2236	Personnel Technician II - Conf.	1144	1	1	32,622
3081	Office Assistant III - Conf.	968	3	3	87,872
3111	Office Assistant II - Conf.	873	4	4	100,503
3166	Administrative Secretary	1325	1	1	39,080
Subtotal			33	33	\$ 1,685,510
Auto Allowance					6,156
Bilingual Skill Pay					2,400
Less Salary Savings					(33,029)
TOTAL REGULAR SALARIES					\$ 1,661,037

NOTES

RISK MANAGEMENT

BUDGET 8925

Internal Service Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 1,548,563	\$ 1,801,192	\$ 1,928,574	\$ 127,382	7%
Services & Supplies	67,675,946	84,454,475	89,942,308	5,487,833	6%
Other Charges	8,500	8,500	790	(7,710)	-91%
Other Financing Uses	1,000,000	1,000,000	0	(1,000,000)	-100%
Total Appropriations	\$ 70,233,009	\$ 87,264,167	\$ 91,871,672	\$ 4,607,505	5%
<u>Revenues</u>					
Charges for Services	\$ 75,173,089	\$ 84,914,574	\$ 90,522,079	\$ 5,607,505	7%
Use of Money & Property	852,564	950,000	950,000	0	0%
Misc. Revenues	184,751	399,593	399,593	0	0%
Loan to General Fund	1,000,000	1,000,000	0	(1,000,000)	-100%
Total Revenues	\$ 77,210,404	\$ 87,264,167	\$ 91,871,672	\$ 4,607,505	5%
<u>Net Income / (Loss)</u>	\$ 6,977,395	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	23	25	25	0	

RISK MANAGEMENT – INTERNAL SERVICE FUND – 8925

FUNCTION

This Risk Management Internal Service Fund (ISF) finances the County's Risk Management and Employee Benefits programs. Administratively, these programs are managed through the Personnel Services Department (PSD), Risk Management and Employee Benefits Divisions. The ISF is the financial mechanism through which the County's self-insurance programs are funded, and commercial insurance and employee benefits are purchased. The ISF is financed by charges made to County departments for insurance coverage, contributions made by employees and retirees for their health coverage, and interest earned on self-insurance reserve funds. The Risk Management Division administers the self-insurance programs, directs the County's safety program, recovers damages due the County from third parties, provides risk management advice to County departments, (including loss prevention management), and controls mandated programs affecting employee safety. The Employee Benefits Division administers the group health, group life, and group disability programs, and the deferred compensation program, as well as maintains the PeopleSoft Human Resources Management System database and related system tables that support the employee benefits programs.

OVERVIEW

The 2006-07 Recommended Budget reflects a 5% increase in appropriations and revenues over the 2005-06 Adopted Budget due primarily to higher health care costs. Services provided to County departments are recommended to be maintained at current levels. Staffing is recommended at 25 positions, the same level as the current year.

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Salaries and Benefits, recommended at \$1,928,574, represent a 7% (\$127,382) increase over the current year due primarily to salary and benefit adjustments.

SERVICES AND SUPPLIES

- Services and Supplies, recommended at \$89,942,308, represent a 6% (\$5,487,833) increase over the current year due primarily to the higher cost of health insurance premiums, pursuant to the terms and conditions of the contractual agreements with health plan providers and an increase in the Countywide Cost Allocation charge.

Recommended appropriations will provide funding for the following:

- **Employee Benefits**

Health insurance benefits related to health coverage for employees, retirees, and their dependents. It should be noted that premium increases for Plan Year 2007 have not been determined; this budget includes an estimated average increase of 15%.

RISK MANAGEMENT – INTERNAL SERVICE FUND – 8925

- **Workers' Compensation**

The Self-Insured Workers' Compensation program costs are based on 2004-05 actuals. Recovery of Workers' Compensation costs is based on an annual actuarial study to determine the estimated liability for outstanding and projected claims as of June 30, 2006. Recovery of 1/7 of the Workers' Compensation account deficit is included pursuant to Board policy approved April 29, 2003.

- **General Liability**

The Self-insured General Liability program costs are based on 2004-05 actuals. Recovery of General Liability costs are based on an annual actuarial study to determine the estimated liability for outstanding and projected claims as of June 30, 2006.

- **Medical Malpractice**

The recommended appropriation for the Self-insured Medical Malpractice program maintains sufficient funding for 2006-07. Loss experience from Human Services Departments for public health and mental health activities has been traditionally low.

- **Unemployment Insurance**

The 2006-07 Unemployment Insurance costs based on the current year spending levels and potential labor reductions included in the 2006-07 Adopted Budget.

- **Insurance - Other**

The Insurance - Other costs covers losses resulting primarily from property and vehicle damages. Charges for the Property Program have not been made for the last four years, but are necessary this year due to several factors. The most significant factor impacting the increase in premiums is the impact of the hurricane season in the Southeastern United States on property insurance line reserves. Premium allocations are also increasing due to the addition of new construction at the Juvenile Justice Campus to the County's property schedule.

OTHER CHARGES

- Recommended funding of \$790 represents depreciation expenses for equipment purchased in previous years.

SUMMARY OF REVENUES

- Revenues are recommended at \$91,871,672, a 5% (\$4,607,505) increase over the current year due primarily to charges for health insurance premiums, employee benefits and the Workers' Compensation program.
 - Charges for Services (\$90,522,079) - Recommended at a 7% (\$5,607,505) increase due primarily to higher charges for health insurance premiums, employee benefits, and the Workers' Compensation program.
 - Use of Money and Property (\$950,000) - Interest earnings are recommended at the same level as the current year.
 - Miscellaneous Revenues (\$399,593) - Estimated at the 2005-06 level.

RISK MANAGEMENT - INTERNAL SERVICE FUND – 8925

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2277	Personnel Services Manager	E	3	3	\$ 238,489
2250	Principal Personnel Analyst	E	2	2	145,430
2251	Senior Personnel Analyst	F	2	2	130,967
2249	Personnel Analyst III	1923	5	5	295,901
2252	Personnel Analyst II	1666	2	2	91,259
2253	Personnel Analyst I	1500	1	1	48,318
2235	Personnel Technician III - Conf.	1280	4	4	161,458
2237	Personnel Technician I - Conf.	1036	1	1	28,141
3141	Secretary III - Conf.	1086	1	1	31,832
3143	Secretary II - Conf.	968	1	1	31,152
3081	Office Assistant III - Conf.	968	2	2	59,688
3111	Office Assistant II - Conf.	873	1	1	23,713
Subtotal			25	25	\$ 1,286,348
Less Salary Savings					(25,727)
TOTAL REGULAR SALARIES					\$ 1,260,621

NOTES

IV. LIBRARY

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LIBRARIAN
BUDGET 7515
General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 193,451	\$ 234,911	\$ 164,237	\$ (70,674)	-30%
Services & Supplies	2,742	4,373	98,867	94,494	2161%
Other Financing Uses	101,560	101,560	101,560	0	0%
Total Appropriations	\$ 297,753	\$ 340,844	\$ 364,664	\$ 23,820	7%
<u>Revenues</u>					
Charges For Services	\$ 28,180	\$ 21,000	\$ 30,969	\$ 9,969	47%
Total Revenues	\$ 28,180	\$ 21,000	\$ 30,969	\$ 9,969	47%
<u>Net County Cost</u>	\$ 269,573	\$ 319,844	\$ 333,695	\$ 13,851	4%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	4	2	1	(1)	

LIBRARIAN – 7515

FUNCTION

By State law, the salary of the County Librarian and salaries for correctional library services (adult and youth facilities) are charged to the General Fund. The County Librarian also serves as the Secretary to the County Historical Landmarks and Records Advisory Commission.

OVERVIEW

The 2006-07 Recommended Budget of \$364,664 represents a 4% (\$13,851) increase in net County costs over the 2005-06 Adopted Budget. A base General Fund contribution of \$101,560 is included as required in the Measure B Ordinance. The majority of the net County costs is made up of the Librarian's salary and benefits. Revenues from the Juvenile Inmate Trust Fund are recommended to finance \$1,000 in library materials acquisition for the Elkhorn Correctional Facility Library. Probation Department funding of \$9,969 to maintain 20 hours of library service per week at Elkhorn. Revenues from the Adult Inmate Welfare Trust Fund of \$20,000 are recommended to finance library services at the County adult detention facilities. Funding for the Historic Landmarks and Records Advisory Commission remains at the 1995 level of \$100. Staffing is recommended at one position, a decrease of one position from the 2005-06 level of two.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

In order to meet the budgeted net County cost, the following actions are recommended:

- The reduction in Library Assistant II service from 20 hours per week to 5 hours per week; providing law library and general inmate library services at the County adult detention facilities. This staffing reduction will result in a decrease in law library service and the likely elimination of the distribution of recreational reading material to inmates, which is currently done every other week. Also, the response time for inmate requests for law library questions will increase from the same working day to at least a minimum of one day. This reduction will adversely impact the ability to provide the ever-expanding inmate population mandated access to the courts by providing access to legal resource materials and access to recreational reading materials as mandated by California Code of Regulations Title 15.

SALARIES AND BENEFITS

- Salaries and Benefits, as recommended, represent a 30% (\$70,674) decrease. It is the net result of salary increases, increase in benefits costs, and a decrease in salaries and benefits due to the elimination of the Library Assistant Supervisory position assigned to the County adult correctional facilities and the current year elimination of the Library Assistant II position assigned to the Elkhorn Correctional Facility. Starting 2006-07, Library service for the County adult correctional facilities will be provided, at cost, by personnel in Budget 7511 (Measure B). Also, starting 2006-07 Library service to Elkhorn will be provided, at cost, by personnel in Budget 7510 (Fresno County Free Library).

LIBRARIAN – 7515

- This change is being made in order to provide flexibility in providing Library service to adult correctional facilities and Elkhorn. This budget includes the salary and benefits of the County Librarian.
- Staffing is recommended at one position, a decrease of one position from the 2005-06 staffing level.

SERVICES AND SUPPLIES

- Services and Supplies, as recommended, reflect a \$94,494 increase over the current year, due primarily to the contracting of Library services to Elkhorn and the adult correctional facilities through Budget 7510 and Budget 7511.
- A minimal amount for travel reimbursement (\$100) for Historical Landmarks and Records Commission members.
- Donated Library Materials will continue to augment those purchased with the \$1,000 donation from the Juvenile Inmate Welfare Trust Fund for Elkhorn.

OTHER FINANCING USES

- Other Financing Uses of \$101,560 represent the base General Fund contribution to the Library as required in the Measure B Ordinance. The transfer of the County contribution is recognized in the Library budget (7510) under revenues as a General Fund contribution.

SUMMARY OF REVENUES

- Revenues are recommended at a 47% (\$9,969) increase from the current year due to funding provided by Probation Department to maintain 20 hours per week of library service to the Elkhorn Correctional Facility.
 - Charges for Services - Revenues are derived from the Juvenile Inmate Trust Fund (\$1,000) to finance the purchase of library materials for the Elkhorn Correctional Facility Library, the Probation Department (\$9,969) to maintain the level of Library service to Elkhorn, and the Adult Inmate Welfare Trust Fund (\$20,000) to provide Library services at the County's adult detention facilities.

PENDING FACTORS

- An inventory of historic resources in Fresno County needs to be completed; this record will help preserve landmarks for future generations. The members of the Historical Landmarks and Records Commission are reviewing this matter and will provide further recommendations in 2006-07.

LIBRARIAN – 7515

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8040	County Librarian	D	1	1	\$ 109,934
2167	Library Assistant - Supervisory	1131	1	0	0
Subtotal			2	1	\$ 109,934
Auto Allowance					6,156
TOTAL REGULAR SALARIES					\$ 116,090

FILLED POSITION RECOMMENDED FOR DELETION (October 9, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
2167	Library Assistant Supervisory	Filled	1131	-1	\$ 54,463
	Cost of Restoring Filled Position			-1	\$ 54,463

FRESNO COUNTY FREE LIBRARY

BUDGET 7510

Library Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 5,583,736	\$ 6,320,992	\$ 6,835,485	\$ 514,493	8%
Services & Supplies	1,915,154	2,299,599	2,601,682	302,083	13%
Land	0	0	670,000	670,000	100%
Contingencies	0	122,004	150,000	27,996	23%
Total Appropriations	\$ 7,498,890	\$ 8,742,595	\$ 10,257,167	\$ 1,514,572	17%
<u>Revenues</u>					
Property Taxes	\$ 6,055,149	\$ 6,568,969	\$ 7,602,301	\$ 1,033,332	16%
Use of Money & Property	21,410	10,000	10,000	0	0%
State Aid	457,540	400,917	457,651	56,734	14%
Federal Aid	2,678	1,000	1,000	0	0%
Charges for Services	566,446	514,818	604,314	89,496	17%
Misc. Revenues	141,055	61,000	63,000	2,000	3%
Fund Balance	0	1,084,331	1,417,341	333,010	31%
General Fund Contrib.	101,560	101,560	101,560	0	0%
Total Revenues	\$ 7,345,838	\$ 8,742,595	\$ 10,257,167	\$ 1,514,572	17%
<u>Approp. In Excess of Revenues</u>	\$ (153,052)	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	144	119	123	4	

FRESNO COUNTY FREE LIBRARY – 7510

FUNCTION

The Fresno County Free Library is a special district, under the governance of the Board of Supervisors, which provides informational, cultural, and recreational services to the public through 40 library outlets. The County Library Administration also administers the San Joaquin Valley Library System (SJVLS), of which it is a member. The Coalinga-Huron Library District is a separate library district and is, therefore, not covered in this budget. Services provided through the Library Tax Ordinance are included in the Library Measure B budgets (7511 and 7530).

OVERVIEW

The 2006-07 Recommended Budget of \$10,257,167 reflects a 17% (\$1,514,572) increase over the 2005-06 Adopted Budget due primarily to a projected increase in property tax revenue. Recommended funding includes a General Fund contribution of \$101,560, the minimum required by the Measure B maintenance of effort clause. There are no other General Fund costs associated with this budget. The recommended Measure B budget for 2006-07 of \$18,250,653 is presented in the Library Measure B budgets (7511 and 7530). Staffing is recommended at 123 positions, an increase of four positions from the current year level.

Measure B funds have allowed the annual hours of the Library to remain doubled as compared to annual hours prior to Measure B's passage. Services for children and young adults will be maintained at the current year level and include service to 95 day care centers, outreach to schools, parents, teachers, and in branch programs. Library programs and attendance for all age levels continue to increase. Adult literacy services will continue to qualify for matching funds under the California Library Literacy Services Act. Maintenance project backlogs and replacement of old equipment will continue to be addressed with the use of Measure B funds to allow for enhanced public services and better use of personnel resources.

DEPARTMENT COMMENTS

Measure B continues to be extremely valuable in delivering library services. Users will soon annually check out 3 million items, which is double the number checked out prior to the passage of Measure B. Our service measure projections on the use of the Library was a 50 percent increase in use; when staffing was designed for Measure B it was based on this 50 percent increase. However, for two years in a row there was a 100 percent increase. As a result, lines for service exist at many library locations and staff is unable to neither deliver the quality nor meet the requests for service.

The library has employed a variety of techniques including installation of self-help machines and outsourcing to avoid adding additional staff. In 2005-06, the library completed a two year project to install CybraryN, a tool which allows computer users to self-schedule use of computers. This tool was installed in every branch and has helped free staff to assist library users with tasks needing a higher skill level. A self-check and security system using radio frequency identification (RFID) was installed at Clovis and Woodward Park libraries. The new system allows users to easily check out their own materials, which gives staff more time to help users locate the materials and information they are seeking. RFID also provides a security feature that deters theft of library materials. In 2006-07, this system is scheduled to

FRESNO COUNTY FREE LIBRARY – 7510

be installed at the Fig Garden and Cedar-Clinton libraries. New Library materials are also being prepared for check out by outside firms.

In addition, larger facilities are needed; the backlog of space is an inhibitor to improved library service because there is not adequate study space, sufficient numbers of computers, adequate space for books and other library materials; many branches do not have a meeting room. The Governor's current proposed budget will maintain the same level of funding from the State Public Library Fund as the current year, which is \$336,414.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Utilization of library services by existing and new borrowers continues to rise steadily each year. The continued improvement and expansion of collections and the opening of the expanded Mendota Library will contribute to these increases.

SALARIES AND BENEFITS

- Increased workload is being addressed with several methods: outsourcing of material processing, efficiencies such as self check-out, self pick-up of holds, self reservation of computers, increased use of automation, and increases in staff. Staff increases are recommended only when outsourcing and efficiencies are not feasible.
- Salaries and Benefits represent an 8% (\$514,493) increase over the current year due primarily to salary increases, increases in benefit costs, and the addition of four positions.
- Staffing is recommended at 123 positions, an increase of four positions from the current year level. The increase of four positions is the net result of the addition of five positions and the deletion of one position. These positions will be used primarily to satisfy increased demand for library services due to higher than expected increase in library use since the passage of Measure B. One of the added positions was transferred from Budget 7515 (County Librarian) where it provided library services to the Elkhorn Correctional Facility. This position will continue to provide service to Elkhorn. The reason for the transfer is to provide flexibility in providing Library service to Elkhorn. The recommended deletion is for the replacement for a part-time 36 hour a week Senior Library Assistant position with a full-time Senior Library Assistant position at the San Joaquin Branch Library.

SERVICES AND SUPPLIES

- Services and Supplies are recommended at a 13% (\$302,083) increase over the current year.
 - \$14,992 increase in Telephone Charges.
 - \$60,536 increase in Property-Other Insurance rate due to increases in the purchase of library materials.
 - \$82,560 increase in Professional and Specialized Services, due primarily to a \$80,688 increase in San Joaquin Valley Library System membership fees for operations and maintenance.

FRESNO COUNTY FREE LIBRARY – 7510

- \$56,734 increase in Library Materials due to the restoration of proposed State cuts in Public Library Fund support.
- \$37,500 increase in Utilities due to the anticipated increases in energy costs and the opening of the new Mendota Library.

CONTINGENCIES

- Contingencies are increased by 23% (\$27,996) from the current year level, which is anticipated to be sufficient to meet 2006-07 Library needs.

LAND

- Land (\$670,000) reflects an amount for acquisition of property for future new libraries. Current approved projects include the New Central Library, Clovis, Mosqueda and West Fresno.

SUMMARY OF REVENUES

- Revenues are recommended at \$10,257,167, a 17% (\$1,514,572) increase over the current year.
 - Property Taxes - Represents approximately 74% of Library operating revenues for this budget. Projected at a 16% (\$1,033,332) increase in property tax revenues.
 - Use of Money and Property - Anticipated interest earnings on deposited funds are projected at the same level as the current year.
 - State Aid - Projected at a 14% (\$56,734) increase due primarily to restoration of proposed State cuts to the Public Library Fund (PLF) support in the current year. Reflects PLF funding (\$336,414) and In-Lieu Homeowners Property Tax reimbursements (\$121,237).
 - Federal Aid - Reflects Federal In-Lieu Property Tax revenues at the current level.
 - Charges for Services - Estimated to increase by 17% (\$89,496) due primarily to services provided to San Joaquin Valley System and the Elkhorn Juvenile Facility. Also includes revenues from fines, lost books, and printing from public use computers projected at \$410,000, a 5% (\$20,000) increase from the current year.
 - Miscellaneous Revenues - Increase by 3% (\$2,000) based on the projected copy fees revenue. Represents revenues generated through sales of used books, other library materials, and copy fees.
 - Fund Balance - Represents an increase based on the projected 2005-06 Library revenues and expenditures.
 - General Fund Contribution - Maintained at the minimum level required under Measure B. These funds are appropriated in the Librarian budget (7515) as Other Financing Uses and are transferred to this budget in accordance with accounting procedures.

FRESNO COUNTY FREE LIBRARY- 7510

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0251	Associate County Librarian	E	1	1	\$ 76,609
1152	Graphic Arts Technician II	1180	1	1	37,987
2112	Librarian Trainee	1275	2	2	67,549
2121	Library Assistant II	946	18	20	596,703
2121	Library Assistant II (PT)	946	11	12	244,279
2145	Library Aide	631	4	4	80,933
2145	Library Aide (PT)	631	13	13	137,033
2150	Principal Librarian	G	4	4	254,754
2155	Librarian III	1811	3	3	174,993
2156	Librarian III - Supervisory	1881	11	11	656,183
2160	Librarian II	1590	3	3	150,202
2166	Senior Library Assistant	1022	16	17	559,640
2166	Senior Library Assistant (PT)	1022	2	1	26,321
2167	Library Assistant - Supervisory	1131	3	3	109,192
2168	Information Referral Services Coordinator	1647	1	1	53,007
2286	Business Manager	E	1	1	72,954
3037	Driver	826	2	2	53,192
3037	Driver (PT)	826	1	1	21,277
3071	Administrative Services Aide	1234	1	1	39,735
3110	Office Assistant II	866	2	2	55,735
3166	Administrative Secretary - Conf.	1325	1	1	42,675
3206	Account Clerk II - Conf.	911	1	1	29,351
3236	Supervising Account Clerk I - Conf.	1165	1	1	37,483
3260	Account Clerk III	1018	1	1	32,768
3536	OEO I	793	1	1	22,636
3622	Program Tech I -Conf.	1146	1	1	32,737
5050	Maintenance Janitor	813	8	8	211,090
5050	Maintenance Janitor (PT)	813	1	1	10,479
5055	Janitor	789	1	1	25,377
5061	Supervising Janitor	941	1	1	30,278
5222	Library Maintenance Supervisor	1650	1	1	53,165
5315	Maintenance Carpenter	1466	1	1	51,476
5325	Maintenance Painter	1364	0	1	43,920
Subtotal			119	123	\$ 4,091,713
	Bilingual Skill Pay				1,800
	Shift Differential				13,437
TOTAL REGULAR SALARIES					\$ 4,106,950

FRESNO COUNTY FREE LIBRARY- 7510

REGULAR SALARIES

BUDGETED POSITIONS

FILLED POSITION RECOMMENDED FOR DELETION (October 9, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
2166	Senior Library Assistant (PT)	Filled	1022	-1	\$ 45,278
	Cost of Restoring Filled Position			-1	\$ 45,278

FRESNO COUNTY LIBRARY - GRANTS

BUDGET 7512

Library Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 5,843	\$ 30,700	\$ 0	\$ (30,700)	-100%
Services & Supplies	143,211	281,785	531,718	249,933	89%
Total Appropriations	\$ 149,054	\$ 312,485	\$ 531,718	\$ 219,233	70%
<u>Revenues</u>					
State Aid	\$ 1,721	\$ 72,000	\$ 0	\$ (72,000)	-100%
Federal Aid	41,431	1,800	25,963	24,163	1342%
Misc. Revenues	118,360	238,685	505,755	267,070	112%
Total Revenues	\$ 161,512	\$ 312,485	\$ 531,718	\$ 219,233	70%
Approp. In Excess of Revenues	\$ (12,458)	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	0	0	0	0	

FRESNO COUNTY LIBRARY – GRANTS – 7512

FUNCTION

The Library Grants budget is used to appropriate State and Federal grant funds and private donations received by the Fresno County Free Library.

OVERVIEW

The 2006-07 Recommended Budget of \$531,718 reflects a 70% (\$219,233) increase over the 2005-06 Adopted Budget with no net County cost. This increase is due primarily to a Bill & Melinda Gates Foundation grant of \$216,000 to replace existing public access computers in the Fresno County Library system and the continuation of Federal and private foundation grants from the current year. No staffing is recommended for 2006-07.

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Salaries and Benefits reflect a 100% (\$30,700) decrease over the current year due to elimination of extra-help for the current year AprendoVan Grant Project.

SERVICES AND SUPPLIES

- Services and Supplies reflect an 89% (\$249,933) increase over the current year, due primarily to a Bill & Melinda Gates Foundation grant of \$216,000 to replace existing public access computers and a \$25,000 second year continuation grant from the Urban Libraries Council Scholars II grant program to provide education and tuition support for librarian trainees. Funding is provided by Federal and private foundation grants and from donations to the Library Trust Fund designated for specific purposes, such as providing library equipment and furnishings for young adult spaces within libraries.

SUMMARY OF REVENUES

- Revenues are recommended at \$531,718, a 70% (\$219,233) increase over the current year, due primarily from the \$216,000 Bill & Melinda Gates Foundation grant.
 - State Aid - Reflects a 100% (\$72,000) decrease in State funding due to the expiration of the First 5 Fresno County AprendoVan grant project funded by State Proposition 10 (Tobacco Tax) revenues.
 - Federal Aid - Reflects a \$24,163 increase due primarily to a grant of \$25,000 for the second year Urban Libraries Council Scholars II grant program funded by the Federal Institute of Museum & Library Services to support the education of future librarians.
 - Miscellaneous Revenues - Reflects a 112% (\$267,070) increase due to the \$216,000 grant from the Bill & Melinda Gates Foundation and a \$51,070 increase in the budget for library materials and new and replacement library equipment and furnishings funded by donations held in the Library Book Trust Fund.

SAN JOAQUIN VALLEY LIBRARY SYSTEM

BUDGET 7520

San Joaquin Valley Library Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 523,033	\$ 667,024	\$ 697,165	\$ 30,141	5%
Services & Supplies	1,332,299	2,585,431	2,838,932	253,501	10%
Contingencies	0	31,000	31,000	0	0%
Fixed Assets	82,737	294,000	675,000	381,000	130%
Total Appropriations	\$ 1,938,069	\$ 3,577,455	\$ 4,242,097	\$ 664,642	19%
<u>Revenues</u>					
Use of Money & Property	\$ 86,484	\$ 9,970	\$ 9,970	\$ 0	0%
State Aid	1,107,402	684,575	781,792	97,217	14%
Federal Aid	16,650	0	0	0	0%
Intergovernmental-Other	1,229,473	822,555	854,012	31,457	4%
Charges for Services	379,217	1,564,367	1,845,697	281,330	18%
Misc. Revenues	36,749	0	0	0	0%
Intrafund Revenues	300	300	10,296	9,996	3332%
Fund Balance	0	495,688	740,330	244,642	49%
Total Revenues	\$ 2,856,275	\$ 3,577,455	\$ 4,242,097	\$ 664,642	19%
<u>Revenues In Excess of Approp.</u>	\$ 918,206	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	13	9	9	0	

SAN JOAQUIN VALLEY LIBRARY SYSTEM – 7520

FUNCTION

The San Joaquin Valley Library System (SJVLS) performs a variety of library services for its members using a combination of local, State, and Federal funds which promote resource sharing and cost-saving programs. There are nine member libraries in the Fresno, Madera, Mariposa, Kings, Tulare, and Kern County areas.

OVERVIEW

The 2006-07 Recommended Budget of \$4,242,097 has been approved by the SJVLS Administrative Council and reflects a 19% (\$664,642) increase over the 2005-06 Adopted Budget. This increase is primarily due to telecommunications upgrades to provide more bandwidth to branches, equipment costs associated with a planned upgrade on the library automation system, and the addition of two new database subscriptions. There are no County costs associated with SJVLS activities; revenue is primarily derived from member libraries' contributions. The Fresno County Library's contribution of \$706,504 is included in the Library budget 7510. Internet access to the ValleyCat database, commercial databases, and other libraries over the Internet will continue in 2006-07. Staffing is recommended at the current year level of nine positions.

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Represents a 5% (\$30,141) increase over the current year primarily due to salary increases and increases in benefit costs.

SERVICES AND SUPPLIES

- Services and Supplies reflect a 10% (\$253,501) increase over the current year primarily due to the acquisition of two new database subscriptions.

FIXED ASSETS

FIXED ASSETS (\$675,000):

Computer Equipment.....\$675,000New/Replacement - SJVLS Member Libraries

All equipment costs are fully financed with SJVLS member contributions.

SUMMARY OF REVENUES

- Revenues are recommended at \$4,242,097, a 19% (\$664,642) increase over the current year.
 - State Aid - Reflects an increase based on the current year actual California State Library Services Act revenues for transaction based reimbursements.

SAN JOAQUIN VALLEY LIBRARY SYSTEM – 7520

- Intergovernmental-Other - Reflects an increase in SJVLS membership fee revenue due primarily to increases in the cost for server hardware and software maintenance.
- Intrafund Revenues - Reflects an increase due primarily to the reimbursement for labor provided by the Library Services Manager for Computer Operations to SJVLS administration overhead for planning, coordination and evaluation services.
- Fund Balance - Projected increase based on projected 2005-06 revenues and expenditures.

SAN JOAQUIN VALLEY LIBRARY SYSTEM - 7520

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
2151	Library Program Manager	G	1	1	\$ 69,881
2155	Librarian III	1811	1	1	58,331
2157	Reference Center Coordinator	2000	1	1	64,397
2160	Librarian II	1590	2	2	101,451
2166	Senior Library Assistant	1022	1	1	32,900
2291	Staff Analyst I	1500	1	1	42,793
3710	Network Systems Engineer II	1543	1	1	43,957
3711	Network Systems Engineer III	1803	1	1	58,040
TOTAL REGULAR SALARIES			9	9	\$ 471,750

LIBRARY - MEASURE B

BUDGET 7511

Library Tax Ordinance Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 6,200,546	\$ 7,794,921	\$ 8,341,707	\$ 546,786	7%
Services & Supplies	3,448,274	4,966,389	4,536,314	(430,075)	-9%
Residual Equity					
Transfer	0	64,570	30,918	(33,652)	-52%
Fixed Assets	55,211	203,975	577,234	373,259	183%
Contingencies	0	54,000	54,000	0	0%
Total Appropriations	\$ 9,704,031	\$ 13,083,855	\$ 13,540,173	\$ 456,318	3%
<u>Revenues</u>					
Sales Tax	\$ 9,252,395	\$ 7,755,261	\$ 9,749,844	\$ 1,994,583	26%
Use of Money & Property	246,382	50,000	50,000	0	0%
State Aid	66,613	49,135	68,271	19,136	39%
Charges for Services	0	0	68,293	68,293	100%
Miscellaneous					
Revenues	100,470	0	0	0	0%
Fund Balance	0	5,229,459	3,603,765	(1,625,694)	-31%
Total Revenues	\$ 9,665,860	\$ 13,083,855	\$ 13,540,173	\$ 456,318	3%
<u>Approp. In Excess of Revenues</u>	\$ (38,171)	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%

LIBRARY – MEASURE B – 7511

FUNCTION

The Library - Measure B budget was established to account for the revenues and expenditures for Measure B, the Library Tax Ordinance passed by the voters in November 1998 and renewed in 2004. Measure B Sales Tax revenues associated with capital facilities improvements are included in the Library - Measure B Capital Improvements budget (7530).

OVERVIEW

The 2006-07 Recommended Budget of \$13,540,173 reflects a 3% (\$456,318) increase over the 2005-06 Adopted Budget. This is the first year of the voter-approved extension of Measure B funding. The Measure B Sales Tax Ordinance, passed in 2004, is effective from April 1, 2006 to March 31, 2013. There is now a solid trend line showing an approximate 8% increase in sales tax revenues each year; the sole exception was in 2001 when the terrorist activities dropped revenues to a 2% increase. This consistent trend line will enable the addition of staff positions to deal with the 100% increase in use since the implementation of Measure B on July 1, 1999. The budget increase is due to an increase in Measure B sales tax proceeds. An additional \$4,674,116 of Measure B funding is included in the Library - Measure B - Capital Improvements budget (7530) to finance new Library facilities and facility improvements. This budget is structured to encompass the service elements of Measure B: Service Hours, Library Materials, Literacy Services, Information and Referral, Youth and Senior Services, Equipment, Maintenance Projects, and Facilities Development approved in concept by the Board of Supervisors in 2004 prior to the November election. Staffing is recommended at 191 positions, an increase of 10 positions from the 2005-06 level.

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Salaries and Benefits represent a 7% (\$546,786) increase over the current fiscal year due primarily to salary increases, increases in benefit costs, and a net increase of 10 new positions.
 - The increase of 10 positions represents the net result of the addition of 13 positions and the deletion of 3 positions. These positions will be used primarily to satisfy increased demand for library services due to higher than expected increases in library use since the passage of Measure B. Two of the recommended deletions are to consolidate two half-time Information Technology Support Technician positions to one full-time Technician position. The remaining recommended deletion is for the replacement of a part-time 36 hour per week Senior Library Assistant position with a full-time Senior Library Assistant position at the Kerman Branch Library.

SERVICES AND SUPPLIES

- Services and Supplies, recommended at \$4,536,314, reflect a 9% (\$430,075) decrease from the current year.
 - A reduction in the budget for library materials of \$463,539. The current year's budget for library materials was larger than usual due to a periodic adjustment that was made in the final year of the first Measure B to adhere to the Measure B long-range spending plan for the purchase of library materials.

LIBRARY – MEASURE B – 7511

- An increase in household expense of \$20,000 due to a 100% increase in library use since the passage of Measure B.
- A decrease of \$27,819 in professional and specialized service due primarily to the elimination of a current year \$51,000 contract for Librarian recruitment services.
- A \$7,780 increase in special departmental expense due primarily to a \$5,000 increase for adult programming.
- A \$105,179 increase in Maintenance-Building and Grounds, due primarily to adhere to the Measure B long-range maintenance spending plan to address the long standing maintenance needs of the County libraries.
- Detailed service program information is included in the Library budget (7510), which reflects the activities associated with the expansion of library hours and services attributed to Measure B funding.

RESIDUAL EQUITY TRANSFERS (\$30,918)

- (1) Cargo Van.....\$18,500 New – Library Maintenance
(1) Tommy Lift.....12,418 New – Library Maintenance
- The cargo van will be used to transport Library furniture, equipment, and supplies to the various branch libraries.
 - The Tommy Lift is to be installed on an existing van to transport large and heavy items and to improve efficiency, productivity and safety for this task.

FIXED ASSETS (\$577,234)

- RFID System.....\$468,362New – Radio Frequency Identification System
(1) Manlift9,648New – Library Maintenance
Copiers.....19,120Replacement – Public Coin Operated Copiers
Automatic doors18,018New – Americans with Disabilities Act (ADA)
(2) Circulation Desks.....62,086Replacement – Branch Libraries
- All equipment costs are fully financed with Measure B funds.
 - The RFID (Radio Frequency Identification) system is for the purpose of self-check out, security, and inventory of library materials. Funds are included for check-in stations and the purchase of RFID tags. This system will provide convenience to the public and increase the productivity and efficiency of library staff. Systems and additional check-out stations are to be installed at Mendota, Cedar-Clinton, and Leo Politi branch libraries and at the Fig Garden, Sunnyside, Clovis, and Woodward Park regional libraries.
 - The Manlift will be used primarily to reach high areas of the library buildings for maintenance service such as painting, cleaning, replacement of lighting fixtures and light bulbs. This acquisition will increase productivity, efficiency, and safety by replacing the existing time-consuming and dangerous task of assembling and using scaffolding for this purpose.

LIBRARY – MEASURE B – 7511

- Two copiers are requested to replace existing public copiers, which have reached their replacement life. They will be installed in the public service areas of the Central Library Reference Department and the Fig Garden Regional Library.
- Automatic doors are requested for Cedar-Clinton and Reedley in order to comply with Americans with Disabilities Act (ADA) requirements.
- Circulation desks area for Fig Garden and Reedley. Current desks need to be replaced due to wear and obsolescence.

CONTINGENCIES

- Contingencies remain at the current year level of \$54,000, which is anticipated to be sufficient to meet 2006-07 Measure B utilization needs.

SUMMARY OF REVENUES

- Revenues are recommended at \$13,540,173, a 3% (\$456,318) increase over the current year. Measure B Sales Tax revenues are allocated to this budget for operational services needs and to the Measure B budget (7530) for capital facilities.
 - Measure B Sales Tax (\$9,749,844) - Projected at a 26% (\$1,994,583) increase based on the allocation of Measure B Sales Tax revenues between the Measure B operations budget and the capital projects budget.
 - Use of Money and Property (\$50,000) - Estimated at the current year level based on projected interest earnings.
 - State Aid (\$68,271) - Projected at a 39% (\$19,136) increase for State funding for adult literacy due to the restoration of proposed cuts to the program in the current year. The State funding is based on current year actual matching funds for the Adult Literacy program, which was initiated using Measure B funding.
 - Charges for Services (\$68,293) - Represents a new charge to Fund Budget 7515 (County Librarian) for Library service provided to the County adult correctional facilities. Prior to 2006-07 this service was provided by Budget 7515 Library positions assigned to the correctional facilities. To provide flexibility in providing these services, starting in 2006-07, the correctional facilities Library positions in Budget 7515 will be eliminated. Library service to the correctional facilities will be provided by Budget 7511 Library personnel, at cost.
 - Fund Balance (\$3,603,765) - Represents a 31% (\$1,625,694) decrease from 2005-06 due primarily to the designation of \$1,335,488 for future library projects.

PENDING FACTORS

- The recommended budget does not assume the potential decrease in State funding for the Adult Literacy, Families for Literacy, and the Library, Literacy and Book Services consolidated literacy programs included in the 2006-07 Proposed State Budget. Fresno County could lose an estimated \$68,271 with this action. Should adjustments to this budget be necessary upon adoption of the State Budget, recommendations will be presented to the Board at a later date.

LIBRARY - MEASURE B – 7511

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2110	Librarian I	1443	4	4	\$ 179,302
2112	Librarian Trainee	1275	4	4	135,099
2120	Library Assistant I	852	0	1	24,361
2120	Library Assistant I (PT)	852	0	2	24,361
2121	Library Assistant II	946	28	30	889,837
2121	Library Assistant II (PT)	946	34	37	669,153
2145	Library Aide (PT)	631	34	34	295,978
2155	Librarian III	1811	3	4	226,754
2156	Librarian III - Supervisory	1881	4	4	238,819
2160	Librarian II	1590	26	26	1,279,957
2160	Librarian II (PT)	1590	3	3	74,555
2166	Senior Library Assistant	1022	14	16	523,885
2166	Senior Library Assistant (PT)	1022	2	1	26,320
2167	Library Assistant Supervisory	1131	0	1	36,397
2175	Literacy Coordinator	1815	1	1	58,437
2290	Volunteer Coordinator	1442	1	1	46,463
2292	Staff Analyst II	1666	4	3	159,099
2293	Staff Analyst III	1923	1	2	123,814
3037	Driver	826	3	3	79,788
3080	Office Assistant III	964	1	1	31,046
3110	Office Assistant II (PT)	866	1	1	6,967
3111	Office Assistant II - Conf.	873	1	1	26,106
3261	Account Clerk III - Conf.	1020	1	1	32,848
3700	Info Tech Supp Tech I	825	1	2	47,127
3700	Info Tech Supp Tech I (PT)	825	2	0	0
3704	Info Tech Analyst I	1402	1	1	40,066
5050	Maintenance Janitor	813	6	6	153,675
5220	Parks Groundskeeper II	908	1	1	29,245
Subtotal			181	191	\$ 5,459,459
Bilingual Skills Pay					7,800
Less Salary Savings					(400,000)
TOTAL REGULAR SALARIES					\$ 5,067,259

LIBRARY - MEASURE B - CAPITAL IMPROVEMENTS – 7511

REGULAR SALARIES

BUDGETED POSITIONS

FILLED POSITION RECOMMENDED FOR DELETION (October 9, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
2166	Senior Library Assistant (PT)	Filled	1022	-1	\$ 45,278
	Cost of Restoring Filled Position			-1	\$ 45,278

VACANT POSITIONS RECOMMENDED FOR DELETION (October 9, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
3700	Info Tech Supp Tech I (PT)	Vacant	825	-2	\$ 31,890
	Cost of Restoring Vacant Positions			-2	\$ 31,890

LIBRARY - MEASURE B - CAPITAL IMPROVEMENTS

BUDGET 7530

Library Tax Ordinance Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 0	\$ 0	\$ 1,116	\$ 1,116	100%
Land	0	0	1,000,000	1,000,000	100%
Buildings & Improv.	282,338	5,317,160	3,673,000	(1,644,160)	-31%
Total Appropriations	\$ 282,338	\$ 5,317,160	\$ 4,674,116	\$ (643,044)	-12%
<u>Revenues</u>					
Sales Tax	\$ 3,216,686	\$ 5,317,160	\$ 4,524,116	\$ (793,044)	-15%
Use of Money & Property			150,000	150,000	100%
Miscellaneous Revenues	15,000	0	0	0	0%
Total Revenues	\$ 3,231,686	\$ 5,317,160	\$ 4,674,116	\$ (643,044)	-12%
<u>Revenues in Excess of Appropriations</u>	\$ 2,949,348	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%

LIBRARY - MEASURE B - CAPITAL IMPROVEMENTS – 7530

FUNCTION

This budget accounts for funding of Library capital facilities improvement projects required for the proper maintenance and upgrading of library buildings as part of the Library Tax Ordinance Measure B service plan. Other Measure B Sales Tax revenues are included in the Library - Measure B budget (7511) for associated operational service needs.

OVERVIEW

The 2006-07 Recommended Budget of \$4,674,116 represents a 12% (\$643,044) decrease in appropriations and revenues from the 2005-06 Adopted Budget due to a smaller allocation of Measure B sales tax revenues to this budget. Funding is derived from the Measure B Library Tax passed by the voters in November 1998 and renewed in 2004. There is no net County cost associated with this budget. Recommended funding reflects a capital expenditure plan, which will finance the highest priority library facility needs.

Funding for new and expanded facilities will continue to be a priority for 2006-07 to ensure enhancement of public services. From 1998-99 to 2001-02, new facilities were acquired/leased for the Piedra, Kingsburg, Kerman, and Sunnyside Branch Libraries using Measure B funds. Efforts in 2002-03 were focused on completion of the restoration and expansion of the Laton Branch Library; beginning of construction of the Woodward Park Regional Library; completion of the Caruthers Library replacement; completion of the Building Program for the Central Library; and adoption of the Library's master facility plan. In 2003-04, activities included the completion of the Laton Library restoration and expansion, and the Woodward Park Regional Library; the final payment on the three-year note for the Millerton Library land acquisition; a State Bond Act grant award of \$3,546,687 to be applied toward the projected total construction cost of \$5,456,441 for the Mendota Library facility expansion project; selection of an architect for the design of the new Central Library project; and the submission of State Bond Act grant applications for Fowler, Orange Cove, and Tranquillity. In 2005-06, two State Bond Act grants for Orange Cove and Tranquillity were accepted by the Board of Supervisors. The State will pay \$1,220,172 for Tranquillity and \$2,807,698 for Orange Cove; the local matches are \$586,516 for Tranquillity and \$1,288,838 for Orange Cove. Work on the Mendota and Central Libraries continue. Construction began on the Mendota Library in early Summer 2006. The library will open in late Spring or early Summer 2007. Ground breaking for the Tranquillity and Orange Cove libraries is anticipated in Fall 2007. Planning for the new Central Library also continued in 2005-2006.

DEPARTMENT COMMENTS

The backlog of library facility needs continues to be a concern. Libraries do not have sufficient space for all of the patrons who are using these facilities. As a result, there are lines and noise levels; insufficient computers, collections and reading space; these issues would be mitigated by larger facilities. In 2003 the Board of Supervisors adopted the master facility plan for 2020; since that time 3 projects have been completed and 3 projects fully funded; however there is still the need for 10 new libraries and replacement or renovation of 23 libraries. Proposition 81 on the June 2006 ballot may provide a match for the Fowler library. Funds are set aside in this budget to enable the library to have the needed local match should the Proposition be approved by voters in June 2006 and should the Fowler Library be awarded a grant. Additional funds are needed to complete Clovis and Mosqueda. Funds are also being used for the new Central Library. Acquisition of property of the new Central Library will begin in 2006-07.

LIBRARY - MEASURE B - CAPITAL IMPROVEMENTS – 7530

In addition to the limited funds available for capital development from Measure B, other revenue sources need to be adopted to meet the needs of residents. There are a variety of options including a separate tax for library construction, impact fees, private contributions, etc.

SUMMARY OF CAO RECOMMENDATIONS

LAND

- **Land for Future Libraries (\$1,000,000)**

BUILDINGS AND IMPROVEMENTS

CAPITAL FACILITIES IMPROVEMENTS (\$3,673,000)

CARRYOVER PROJECTS

- **MENDOTA LIBRARY (\$48,000)**

An additional \$48,000 is recommended for the Mendota Library facility expansion, which has a total cost of \$5,456,441. The \$48,000 will be added to current year's accumulated appropriated amount of \$1,861,754 to complete the funding of the County's 35% share of the project, which is \$1,909,754. The remaining 65% of the cost of the project is funded by the State Bond Act in the amount of \$3,546,687.

- **FOWLER LIBRARY (\$1,830,000)**

Funding of \$1,830,000 is recommended for the Fowler Library facility expansion. This project has been a priority since 2003. State Bond Act applications were not funded but could be funded in 2006. The \$1,830,000 will be an addition to the current year's appropriations totaling \$805,231 to fund the future library.

- **ORANGE COVE LIBRARY (\$261,000)**

Funding of \$261,000 is recommended for the Orange Cove Library facility expansion. The total cost of this project is \$4,319,536. The \$261,000 will be added to current year's accumulated appropriated amount of \$1,250,838 to complete the funding of the County's 35% share of the project, which is \$1,511,838. The remaining 65% of the cost of the project is funded by the State Bond Act in the amount of \$2,807,698.

- **TRANQUILLITY LIBRARY (\$34,000)**

Funding of \$34,000 is recommended for the Tranquillity Library facility expansion. The total cost of this project is \$1,877,188. The \$34,000 will be added to current year's accumulated appropriated amount of \$623,016 to complete the funding of the County's 35% share of the project, which is \$657,016. The remaining 65% of the cost of the project is funded by the State Bond Act in the amount of \$1,220,172.

LIBRARY - MEASURE B - CAPITAL IMPROVEMENTS – 7530

NEW PROJECTS (\$1,500,000)

- **HVAC & FIRE CODE IMPROVEMENTS - CENTRAL LIBRARY (\$1,500,000)**

The amount of \$1,500,000 is recommended for Central Library to replace the air distribution system and for the construction of fire walls and corridors to comply with Fire Marshall orders.

SUMMARY OF REVENUES

- Revenues are recommended at \$4,674,116, a 12% (\$643,044) decrease from the current year.
- Sales Tax (\$4,524,116) - Represents a decrease of 15% (\$793,044) due primarily to a smaller allocation of Measure B sales tax revenues for capital improvements to this budget in accordance with the Measure B service delivery plan and the Facilities Long-Range Plan adopted by the Board of Supervisors in February 2003.

NOTES

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AGRICULTURE

BUDGET 4010

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 6,628,489	\$ 6,818,179	\$ 7,354,072	\$ 535,893	8%
Services & Supplies	1,424,681	1,788,809	1,887,118	98,309	5%
Total Appropriations	\$ 8,053,170	8,606,988	\$ 9,241,190	\$ 634,202	7%
<u>Revenues</u>					
State Aid	\$ 3,734,189	\$ 4,537,929	\$ 4,501,307	\$ (36,622)	-1%
Federal Aid	10,636	10,636	7,100	(3,536)	-33%
Charges for Services	2,146,227	2,195,022	2,480,726	285,704	13%
Misc. Revenues	1,080	130	200	70	54%
Total Revenues	\$ 5,892,132	\$ 6,743,717	\$ 6,989,333	\$ 245,616	4%
<u>Net County Cost</u>	\$ 2,161,038	\$ 1,863,271	\$ 2,251,857	\$ 388,586	21%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	86	86	86	0	

AGRICULTURE – 4010

FUNCTION

The Department of Agriculture operates under Federal, State, and local mandates and is responsible for regulating and providing services to the County's agricultural industry and the consumer. The department also enforces State laws on commercially used weighing and measuring devices, prepackaged merchandise, and vapor recovery under the air pollution regulations. In addition to its mandated regulatory and enforcement responsibilities, a key objective of the department is the promotion and protection of the County's agricultural industry. Fresno County is number one in the nation in the production of agricultural products, with \$4.6 billion generated for 2005. Agriculture is a major industry in Fresno County and a driving force in the local economy. Primary crops include commodities such as grapes, poultry, and cotton. Furthermore, Fresno County growers set the highest standards in production and are a national leader in food safety, research, and technological achievement.

OVERVIEW

The 2006-07 Recommended Budget of \$9,241,190 reflects a 21% (\$388,586) increase in net County cost from the 2005-06 Adopted Budget. Continuing turnover of staff has helped hold down the rate of growth in cost of Salaries and Benefits. Lower service levels will result with the proposed 2006-07 Budget. The Clovis District Office was closed as of June 30, 2006 and services will be provided from the main office in Fresno. The Supervising Agricultural/Standards Specialist position assigned to Clovis has not been replaced after his retirement, and the position has been converted to an entry-level Agricultural/Standards Specialist position as a reorganizational cost savings. Other shifts of staff will be made to meet workload prioritization and funding availability. Staffing is recommended at 86 positions, the same number of positions as the current year level except five vacant Agricultural/Standards Specialist positions are funded starting October 9, 2006.

DEPARTMENT COMMENTS

Fiscal constraints continue to have major impacts on all program activities, increasing the potential losses to the public and industry. No allowances are being made for inflation or increased pass-through costs. Equipment replacement and upgrades to take advantage of new technology are on hold. With State budget uncertainty, contracts for services at this time appear to be mostly unchanged. Because of higher than normal vacancies, staff workload has expanded and increased the demands for overtime and utilization of extra-help positions. The department expects the continued turnover of staff due to retirements with no improvement seen in the ability to attract new employees.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Closure of the Clovis District Office and the elimination of the district supervisor position.
- A high turnover of experienced staff will increase overtime expense and result in greater reliance on extra-help staff where possible.

AGRICULTURE – 4010

- Hiring back retired employees to help with licensed activities where new employee and normal seasonal extra-help staff cannot do the work.

IMPACTS

- Increased response time to shippers for inspection of exports and higher cost to the industry due to an increase in staff overtime expense.
- A reduction during summer months in the hours devoted to pesticide enforcement, resulting in added risk to workers, crops, and the environment.
- Reduction in the number of devices inspected for accuracy by Weights and Measures staff, which may increase losses to businesses and consumer costs.

SALARIES AND BENEFITS

- Salaries and Benefits represent an 8% increase from the current year. Recommended staffing changes and salary savings are used to offset the increases in rates for employee salary and benefits and ISF Rate Adjustments.
- The retirement rate increase is responsible for five vacant positions only being funded starting October 9, 2006

SERVICES AND SUPPLIES

- Services and Supplies reflect a 5% increase over the current year primarily due to the vehicle rates and ITSD charges.

SUMMARY OF REVENUES

- Revenues are recommended at \$6,989,333, a 4% (\$245,616) increase over the current year.
 - State Aid - Revenues are projected at a 1% decrease from the current year level mainly due to adjustments in contracts and the total loss of High Risk monies used to intercept insect and disease pest introduction at high risk locations.
 - Federal Aid - Revenues reflect a decrease of 33% due to reduced revenue from grazing fees.
 - Charges for Services - Estimated at an increase of 13% based on current year actual receipts. The department is still working with industry to adjust fee rates. Currently the Department is charging at the 2004-05 calculated costs. This will need to be adjusted if the department is to recover costs at its current percentages approved by the Board.
 - Miscellaneous Revenues - Includes miscellaneous photo copies which are estimated at an increase of 54% based on the current year actual level.

AGRICULTURE – 4010

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8005	Agricultural Commissioner/Sealer	C	1	1	\$ 109,722
0212	Assistant Agricultural Commissioner/Sealer	E	1	1	79,311
1769	Deputy Agricultural Commissioner/Sealer	F	3	3	198,012
1699	Supervising Agricultural Standards/Specialist	1776	16	15	856,026
1770	Entomologist	1776	1	1	57,192
1698	Agricultural/Standards Investigator	1776	1	1	57,192
2212	Systems and Procedures Analyst III	2032	2	2	129,002
1700	Agricultural/Standards Specialist III	1562	35	33	1,629,917
1701	Agricultural/Standards Specialist II	1389	6	6	257,496
1702	Agricultural/Standards Specialist I	1257	8	11	340,781
3166	Administrative Secretary - Conf.	1325	1	1	40,636
2209	Administrative Services Assistant	1732	1	1	47,481
3161	Secretary IV - Conf.	1188	2	2	76,980
3260	Account Clerk III	1018	3	3	98,304
3080	Office Assistant III	964	2	2	62,092
3520	Data Entry Operator II	852	3	3	75,046
Subtotal			86	86	\$ 4,115,190
Auto Allowance					6,156
Steno Allowance					1,560
Bilingual Skill Pay					4,200
Less Salary Savings					(103,178)
TOTAL REGULAR SALARIES					\$ 4,023,928

COOPERATIVE EXTENSION

BUDGET 7610

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 268,148	\$ 323,891	\$ 320,257	\$ (3,634)	-1%
Services & Supplies	144,521	199,591	210,871	11,280	6%
Total Appropriations	\$ 412,669	\$ 523,482	\$ 531,128	\$ 7,646	1%
<u>Revenues</u>					
Charges for Services	\$ 34,413	\$ 30,000	\$ 30,000	\$ 0	0%
Trust Funds	0	29,901	5,769	(24,132)	-81%
Total Revenues	\$ 34,413	\$ 59,901	\$ 35,769	\$ (24,132)	-40%
<u>Net County Cost</u>	\$ 378,256	\$ 463,581	\$ 495,359	\$ 31,778	7%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	7	7	6	(1)	

COOPERATIVE EXTENSION – 7610

FUNCTION

The Fresno County Cooperative Extension Office was established in 1918 to provide education and research programs in agriculture; nutrition, family, and consumer sciences; 4-H youth development; and community development through a cooperative effort with the University of California (UC) and the County of Fresno. Pursuant to an agreement with UC, Fresno County finances support staff, operating supplies, transportation, and facilities. The University is responsible for funding the academic staff made up of a Director, 11 Farm Advisors, a Nutrition and Family/Consumer Sciences Advisor, and a 4-H Youth Development Advisor. In addition, there are 25 UC career program staff.

OVERVIEW

The 2006-07 County Recommended Budget of \$531,128 reflects a 7% increase in net County cost. The budget deletes one part-time position (Secretary II) and includes savings that will be realized with the retirement of an Office Assistant III in February of 2007. In order to keep these two positions filled for the entire year, the department would require an additional \$36,419 for salary and benefits. The budget reflects a decrease of \$24,132 in revenue due to eliminating supplemental funding from the UCCE Research Trust Fund. The budget includes \$5,769 in funding for the 0200 division budget to provide funding for supplies and assistance for the agricultural research program (no net County cost associated with this funding). Staffing is recommended at the six positions, a decrease of one part-time Secretary II position.

DEPARTMENT COMMENTS

The mission of UC Cooperative Extension is to provide education and research. Program focus includes agriculture; nutrition and families; and 4-H youth development. UC Cooperative Extension combines the resources of the University of California, the United States Department of Agriculture (USDA), California State Department of Health Services, and the County of Fresno for a budget totaling \$4,092,072 with an additional \$1.7 million in grants.

One significant impact is eliminating the one-time supplemental funding from our UC Research Trust Fund. For several years we have committed trust fund dollars in an attempt to make up for County funding shortfalls. For FY 2005-06 we committed \$30,000 from this fund. These funds are not available to supplement our budget this year for two reasons. First, we cannot continue justifying the utilization of these funds for costs that are to be covered by the County. The intent of the funds has been and will continue to be to conduct UCCE research. We considered this our only solution in preventing layoffs in the past, however, that commitment was not intended to extend beyond one year, let alone the four years we have supplemented our county budget. The second reason is because during FY 05-06 we made a decision to use approximately \$67,000 from this fund to remodel our County shop facility. The shop plays a vital part in our research programs by providing space where samples can be analyzed, prepped, sorted, counted, and stored. The shop, which was built back in the early 1950's, has never been remodeled and our academic staff have been forced to work in an unhealthy, inefficient, and dirty shop environment for years. There was inadequate storage and counter space. Employee health was compromised and samples were subject to damage due to environmental issues such as heat/cold, dust, and

COOPERATIVE EXTENSION – 7610

dirt; and mice and insect infestation. We submitted several county capital improvement requests for this remodel, but none were able to be approved. We felt in the best interest of our staff and to improve our research efforts and better serve our clientele, this was a good utilization of these research trust dollars. Not only will this improve our research efforts and improve our service to our agricultural clientele, it was a win-win for the County. The remodel has drastically improved a County facility and by using County staff for this remodel, General Services was able to add approximately \$67,000 to their FY 2005-06 budget.

The first impact in this budget is the plan to delete a part-time secretary position and not immediately rehire the Office Assistant III position following a planned retirement in February of 2007. These individuals play a critical role in meeting clientele needs for Fresno County. The department would need an additional \$36,419 in order to fund the two positions for the entire year. In addition to providing clerical support to staff, the Office Assistant III serves as the primary department receptionist. Because of the services and information the department provides to 4-H members and leaders, homeowners, and growers, this office experiences a high volume of walk-in clientele. We feel it is important to provide service in a timely manner. The position's other duties include ordering, scheduling, maintaining files, office safety, ordering/selling publications, and assisting the office manager and secretarial staff. The position also plays a key role in keeping the 4-H program functional by handling the enrollment for the entire program. Not refilling this position would result in an already overworked secretarial staff having to assume the position's clerical duties in addition to answering the phones and assisting walk-in clientele. This will result in possible delays in responding to advisor and clientele needs and restricting the secretarial staff's ability to complete their regular workload in a timely manner. It also places additional stress on the secretary who serves the 4-H program to once again assume responsibility for 4-H enrollment. As little as 4-5 years ago, the 4-H program needed, and the County provided, a full-time secretary. The program remains very successful, enrollment has increased, and there is need to provide at least a 1 FTE secretary to the 4-H program. However, we can only dedicate about .35 FTE clerical support to the program at this time. In addition, we are forced to delete one half-time FTE Secretary II, which leaves us with only 3 FTE to provide clerical support to 24 academic and program staff. During FY 2005-06 the University hired one new academic advisor (Nutrition, Family, & Consumer Sciences) and plans to hire one or two additional academics to be housed in the Fresno County office in FY 2006-07. These individuals require secretarial support. The Secretary II assisted in that effort. Not filling this vacancy would add tremendous stress to an already overworked secretarial staff. Not only would they have to assume additional workload, they must absorb receptionist responsibilities in addition to providing support for the two to three new positions. Eliminating this position will reduce response time to address clientele needs and keep important information from being prepared and distributed in a timely manner. While county funding shortfalls have forced us to reduce county clerical support, the University continues to provide funding to maintain and increase academic and program staff for Fresno County programs. At a time of providing two to three new academic positions in this county, we must add secretarial support, not reduce it.

While we maintain status quo in our travel line items from the previous fiscal year, our travel budget is still considered inadequate. For several years our travel budget has absorbed numerous decreases in order to meet budget. Each year this reduces the farm advisors' ability to conduct research and education programs and adequately provide service to clientele. In adding one full-time academic in FY 2005-06 and with plans to hire at least one (possibly two) academics in FY 2006-07, our travel and supply budgets are inadequate in order for our staff to conduct research and education programs that address the needs of

COOPERATIVE EXTENSION – 7610

Fresno County. The Fresno County UCCE office is fortunate to have the support of the University of California in providing funding to hire these new academic positions to serve the Fresno County population. However, without proper County support for those positions, it will be difficult, and at times impossible, for them to conduct their programs and meet their clientele needs without an adequate travel and supply budget.

Our department eliminated all cell phones over a year ago to save county funds. We have no home garaging of vehicles—again to preserve our department funds.

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Salaries and Benefits represent a 1% decrease from the current year based on the increase in retirement. Plans are to eliminate one part-time Secretary II position and the anticipated retirement of our Office Assistant III in February of 2007.

SERVICES AND SUPPLIES

- Services and Supplies reflect an increase of 6% from the current year.

SUMMARY OF REVENUES

- Revenues are recommended at \$35,769, a 40% decrease from the current year.
 - Charges for Services - Status quo from the current year level. Revenues are generated by charges for printed material and supplies and services provided to grant-funded programs.
 - Trust Funds - The budget includes \$5,769 built in for our 7610200 division budget in order to offset costs for supplies, salaries and benefits used to purchase supplies and hire seasonal assistants for our research programs. As money is spent out of the 76100200 budget, transfers are made from the trust funds to offset costs. There is no net county cost associated with our 0200 budget. A decrease of \$24,132 is a result of not supplementing our County budget from UC-generated Cooperative Extension Research Trust Funds.

COOPERATIVE EXTENSION - 7610

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
2209	Administrative Services Assistant	2005	1	1	\$ 55,714
2290	Volunteer Services Coordinator (PT)	1750	1	1	22,802
3110	Office Assistant III	999	1	1	30,979
3140	Secretary III	1274	3	3	103,890
3142	Secretary II (PT)	1172	1	0	0
Subtotal			7	6	213,385
Less Salary Savings					(10,909)
TOTAL REGULAR SALARIES					\$ 224,294

VACANT POSITIONS RECOMMENDED FOR DELETION (October 9, 2006)

<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3142	Secretary II - Part-Time	Vacant	915	-1	\$ 15,972
	Cost of Restoring Vacant Position			-1	\$ 15,972

NOTES

PUBLIC WORKS AND PLANNING

BUDGET 4360

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 10,579,168	\$ 12,244,569	\$ 13,256,816	\$ 1,012,247	8%
Services & Supplies	3,535,286	6,375,255	6,909,264	534,009	8%
Other Charges	30,975	33,000	33,000	0	0%
Other Financing	2,669,702	2,669,702	3,223,231	553,529	21%
Residual Equity Transfer	44,726	440	120,000	119,560	27173%
Fixed Assets	50,553	11,000	73,000	62,000	564%
Total Appropriations	\$ 16,910,410	\$ 21,333,966	\$ 23,615,311	\$ 2,281,345	11%
<u>Revenues</u>					
Lic., Permits & Franchises	\$ 4,481,184	\$ 5,019,202	\$ 4,878,700	\$ (140,502)	-3%
Fines, Forf. & Penalties	17,078	21,500	30,000	8,500	40%
State In-Lieu Tax	2,242,498	0	0	0	0%
Other Governmental Agencies	1,593,211	1,245,920	1,598,162	352,242	28%
Charges for Services	5,870,307	7,325,784	7,747,535	421,751	6%
Misc. Revenues	266,283	294,793	337,695	42,902	15%
Intrafund Revenues	1,592,560	1,939,704	2,502,482	562,778	29%
Designation Funding	198,000	150,000	17,000	(133,000)	-89%
Total Revenues	\$ 16,261,121	\$ 15,996,903	\$ 17,111,574	\$ 1,114,671	7%
<u>Net County Cost</u>	\$ 649,289	\$ 5,337,063	\$ 6,503,737	\$ 1,166,674	22%
County Contribution to Road Fund		\$ 2,669,702	\$ 3,223,231	\$ 553,529	
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	154	156	155	(1)	

PUBLIC WORKS AND PLANNING – 4360

FUNCTION

The Department of Public Works and Planning is responsible for providing services to the public in the areas of public works, planning, land development services, and resource management. The public works, planning, and land development services component involves administration of the County's General Plan and enforcement of building and land use standards including inspections and the issuance of building and land use permits, environmental analysis, plan reviews, code enforcement, and County Surveyor activities. In addition, the department participates in the analysis of growth management issues, including proposed sphere of influence changes. Resource management includes ground and surface water management and planning, mineral and natural resource management, solid and hazardous waste management, and County service area and waterworks district administration. Implementation and construction management of the County's Capital Projects program is administered in the department. Other services in support of maintaining and operating the County public road system, housing, community development, economic development in the form of the Fresno County Office of Tourism, transportation, and parks and grounds are also provided by this department, but primarily funded in other budget units.

OVERVIEW

The 2006-07 Recommended Budget of \$23,615,311 reflects a 11% increase in total appropriations and includes the County Contribution to the Road Fund (\$3,223,231). The actual increase in appropriations from 2005-06 in the portion not attributed to the contribution to the Road Fund (\$1,727,816) is due primarily to increased employee benefit costs, Workers' Compensation rates, and fleet rates.

Staffing is recommended at 155 positions. An Administrative Secretary-Confidential position was transferred to Public Works and Planning from the County Administrative Office – Economic Development during FY 2005-06 increasing the number of positions to 156. The 2006-07 Recommended Budget will eliminate a Senior Engineering Technician position and decrease the number of positions to 155.

Recommended funding includes \$1,606,137 for architectural and construction management services for the County's Capital Projects program, and \$3,223,231 in General Fund contribution to be passed-through to the Road Fund. Also included is funding of \$200,000 for the County's tourism activities, the same as the adjusted amount provided in 2005-06. County Surveyor activity is anticipated to increase over the current year based on development activity levels.

Departmental staff will continue to be involved in the processing of major development projects and associated Environmental Impact Reports for hard rock excavation/sand and gravel operation projects, the ESPN Radio towers and residential development proposals in the communities of Friant and Del Rey. Building permit activity is projected to remain at record levels based on construction activity in 2005-06. Also included is funding for the Small Claims Court Advisor Service funded by court fees collected for this State-mandated service.

DEPARTMENT COMMENTS

The 2006-07 budget recommended by the department includes continued funding of the six positions approved by the Board of Supervisors midyear 2004-05, to support the Board's desire to encourage economic development and their directive that adequate land development permitting services be provided to the business community. The positions are

PUBLIC WORKS AND PLANNING – 4360

in the Development Services Division and will contribute to successfully servicing the number of building permit and land use applications anticipated in 2006-07, creating increased revenue for the division, and thereby offsetting much of the added cost of the positions.

The Tourism activities are funded by the County Administrative Office, and the proposed amount of \$200,000 is the same as the adjusted appropriations in 2005-06, which will provide for a slightly reduced level of activity by the Fresno County Office of Tourism, as marketing and advertising costs continue to escalate.

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Salaries and Benefits represent an 8% increase over the current year due to increases in employee benefit costs and Workers' Compensation rates, and anticipated salary increases.

SERVICES AND SUPPLIES

- Services and Supplies represent an 8% increase over the current year due primarily to increases in the number of anticipated Environmental Impact Reports and an increased allowance for outside consultant services.

Recommended funding includes:

- An appropriation of \$661,456 for continued implementation of the Integrated Waste Management Act program. Program activities focus on developing and implementing Countywide projects related to the AB939 compliance order. Costs for this program are offset by the solid waste surcharge and the Assembly Bill 939 Exclusive Service Area Program fee revenues.
- Appropriations of \$1,153,950 for environmental studies of the hard rock excavation/sand and gravel operation projects, the ESPN Radio towers and residential development proposals and community plan updates in the communities of Friant and Del Rey. This activity is fully offset with applicant revenues.
- An appropriation of \$150,000 at the same level as the current year for consultant plan checking services to accommodate the high volume of plan submittals.
- An appropriation of \$50,000 for development of an Ecological Resource Inventory and Evaluation Guidebook to provide assistance to staff in evaluating environmental impacts of proposed projects on vegetation, wildlife and ecological habitats for more timely processing of environmental reviews.
- An ongoing allocation of \$210,000 in the Agricultural account which reflects estimated pass-through Cross Valley Canal Water sales fully reimbursed by reservation holders.

OTHER CHARGES

- Other Charges provide for contract payments to the Fresno Irrigation District (FID) under the FID Stream Group contract. Recommended funding is based on prior year actual costs.

PUBLIC WORKS AND PLANNING – 4360

OTHER FINANCING

- Other Financing is recommended at \$3,223,231, an increase of \$553,529 over the 2005-06 adopted amount. The recommended amount represents the General Fund contribution to be passed-through to the Road Fund budget (4510). This is a portion of the required Maintenance-of-Effort under Proposition 42. This amount will need to be increased by \$1,500,000 if the State approves funding for Prop 42 for the 2006-07 Fiscal Year.

RESIDUAL EQUITY TRANSFERS/FIXED ASSETS

RESIDUAL EQUITY TRANSFERS (\$120,000):

- | | | | |
|-----|-------------------------|---------------|------------------------------|
| (1) | 4x4 Service Truck | \$55,000..... | Replacement – Disposal Sites |
| (2) | Mid-size Sedans..... | 40,000..... | New – Development Services |
| (1) | Small Pickup | 25,000..... | New – Development Services |

FIXED ASSETS

FIXED ASSETS (\$73,000):

- | | | | |
|-----|--------------------------------------|---------------|---------------------------------|
| (1) | Groundwater Monitoring Equip. ... | \$20,000..... | Replacement – Disposal Sites |
| (1) | 4x4 Service Truck with Utility Bed.. | 30,000..... | Replacement – Special Districts |
| (1) | Steam Cleaner | 15,000..... | Replacement – Special Districts |
| (1) | Truck Renovation | 8,000..... | Existing Truck |

The above fixed asset costs of \$73,000 are fully revenue offset.

SUMMARY OF REVENUES

- Revenues are recommended at \$17,111,574, a 7% (\$1,114,671) increase over the current year due primarily to increases in fee generating activity levels, hourly costs for billings, and increased pass-through expenditures.
 - Licenses, Permits and Franchises – Estimated at a decrease based on projected permit and land use application activity for 2006-07.
 - Fines, Forfeitures and Penalties – Estimated at an increase based on 2005-06 activity. Revenue is generated through a portion of the small claims filing fees collected by the Fresno County Superior Court to fund a Small Claims Advisor service.
 - State In-Lieu Tax — These funds are no longer provided as a pass-through to the Road Fund. The County's contribution to the Road Fund is now shown as net County cost.
 - Other Governmental Agencies – Estimated at an increase from the current year. Revenue received by the Resources Division for continued implementation of Assembly Bill 939 programs, which include waste reduction and recycling, public education, and household hazardous waste programs.

PUBLIC WORKS AND PLANNING – 4360

- Charges for Services – Estimated at an increase primarily due to hourly costs for interfund billings, increased pass-through revenue for Environmental Impact Reports, and increased Development Engineering activity.
- Miscellaneous Revenues – Estimated at an increase. Revenue is generated by the pass-through sale of water, bond forfeitures, sales of copies, and jury duty reimbursements. The increase is based on 2005-06 activity.
- Intrafund Revenues – Estimated at an increase from the current year, based on 2005-06 intrafund billings, and increased hourly costs for intrafund billings.
- Designation Funding – This revenue will be provided from a \$17,000 designation to fund closure costs at the Blue Hills Disposal Site.

PENDING FACTORS

- The Resources Division is responsible for the ongoing post closure maintenance of the County-owned Blue Hills Hazardous Waste Disposal Site. The Site underwent a Comprehensive Monitoring Evaluation (CME) in 2003 that was conducted by the California Department of Toxic Substances Control (DTSC). As a result of the CME, DTSC required one additional groundwater monitoring well at the Site, which was installed, and may require more. The maintenance and additional groundwater monitoring costs represent an increase in the costs for this closed Site. Staff is currently working with DTSC regarding groundwater monitoring issues and acquiring the post closure permit for the site. Both of these issues may have additional unknown costs.

PUBLIC WORKS AND PLANNING - 4360

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>CURRENT</u>	<u>POSITIONS RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
0223	Development Services Manager	D	1	1	\$ 93,033
0228	Resources Manager	D	1	1	97,854
1127	Senior Geologist	F	1	1	76,132
1140	Engineering Technician II	1530	4	4	186,385
1133	Senior Engineering Technician	1755	8	7	378,409
1134	Senior Engineer	F	4	4	309,854
1135	Engineer I	1708	1	1	50,563
1137	Engineer III	2251	1	1	72,477
1141	Principal Engineer	E	2	2	172,979
1144	Capital Projects Division Manager	D	1	1	95,973
1154	Supervising Land Surveyor	E	1	1	96,662
1167	Senior Architect	E	1	1	91,682
1168	Architect	2588	4	4	333,350
1175	Planning and Resource Analyst I	1500	6	6	269,717
1176	Planning and Resource Analyst II	1666	13	13	648,168
1177	Planning and Resource Analyst III	1923	17	17	1,045,725
1715	Building Inspector I	1582	4	4	182,012
1716	Building Inspector II	1806	7	7	407,204
1720	Building Plans Engineer	F	1	1	74,384
1721	Supervising Building Inspector	2165	1	1	69,695
1722	Building Plans Checker III	2242	3	3	212,563
1724	Building Plans Checker I	1696	2	2	99,788
1745	Chief Building Inspector	E	1	1	80,159
2212	Systems & Procedures Analyst III	2032	1	1	65,457
2225	Systems & Procedures Manager	E	1	1	87,417
2255	Staff Analyst I - A	1500	1	1	43,257
2256	Staff Analyst II - A	1666	2	2	100,400
2257	Staff Analyst III - A	1923	4	4	247,628
2292	Staff Analyst II	1666	1	1	51,466
2294	Senior Staff Analyst	F	9	9	619,241
2297	Principal Staff Analyst	E	3	3	235,787
2319	Deputy Director of Planning	D	1	1	102,331
3110	Office Assistant II	866	6	6	156,943
3080	Office Assistant III	964	7	7	206,530
3081	Office Assistant III - Conf.	968	1	1	31,152
3140	Secretary III	1077	2	2	70,692
3160	Secretary IV	1188	2	2	76,450
3161	Secretary IV - Conf.	1195	2	2	76,981
3166	Administrative Secretary - Conf.	1325	1	1	43,004
3224	Chief Accountant	E	1	1	79,894
3265	Principal Accountant	F	1	1	69,457
3255	Senior Accountant	1949	3	3	180,497

PUBLIC WORKS AND PLANNING - 4360

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3205	Account Clerk II	906	2	3	\$ 83,711
3260	Account Clerk III	1018	6	5	163,838
3621	Program Technician II	1282	5	5	191,735
3708	Senior Information Technology Analyst	2468	1	1	80,537
5320	Supervising Water/Sewer Specialist	2034	1	1	65,510
5318	Water/Sewer Specialist I	1504	2	2	86,812
5319	Water/Sewer Specialist II	1632	2	2	105,165
5321	Water/Sewer Specialist III	1770	2	2	114,066
5316	Crafts Maintenance Trainee	1233	1	1	39,505
Subtotal			156	155	\$ 8,620,231
	Certification Allowance				2,827
	License Bonus				19,387
	Bilingual Pay				1,200
	Steno Allowance				520
	Development Services Differential				85,579
	Performance Pay				3,000
	Less Salary Savings				(194,135)
TOTAL REGULAR SALARIES					\$ 8,538,609

<u>VACANT POSITION RECOMMENDED FOR DELETION (October 9, 2006)</u>					
<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
1133	Senior Engineering Technician	Vacant	1755	-1	\$ 53,999
	Cost of Restoring Vacant Position			-1	\$ 53,999

NOTES

PUBLIC WORKS AND PLANNING – ROAD FUND

BUDGET 4510

Road Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 14,222,422	\$ 15,714,115	\$ 17,030,858	\$ 1,316,743	8%
Services & Supplies	12,589,568	26,645,791	59,521,096	32,875,305	123%
Other Charges	59,809	3,093,000	3,609,000	516,000	17%
Fixed Assets	77,260	167,600	270,000	102,400	61%
Total Appropriations	\$ 26,949,059	\$ 45,620,506	\$ 80,430,954	\$ 34,810,448	76%
<u>Revenues</u>					
Taxes	\$ 6,925,737	\$ 7,200,000	\$ 7,826,000	\$ 626,000	9%
Licenses., Permits, & Franchises	143,363	170,000	147,500	(22,500)	-13%
Use of Money & Property	300,294	303,200	294,994	(8,206)	-3%
State Aid	16,728,093	14,618,108	23,734,000	9,115,892	62%
Federal Aid	1,659,608	7,632,475	8,748,367	1,115,892	15%
Charges for Services	166,907	3,607,521	23,555,924	19,948,403	553%
Misc. Revenues	16,221	18,250	18,150	(100)	-1%
Other Financing:					
Sale of Fixed Assets	0	1,250	0	(1,250)	-100%
Motor Vehicle in-Lieu	0	0	0	0	0%
Indian Gaming	1,995,067	0	982,788	982,788	100%
County Contribution	2,669,702	2,669,702	3,223,231	553,529	21%
Fund Balance	(3,655,933)	9,400,000	11,900,000	2,500,000	27%
Total Revenues	\$ 26,949,059	\$ 45,620,506	\$ 80,430,954	\$ 34,810,448	76%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	226	226	225	(1)	

PUBLIC WORKS AND PLANNING – ROAD FUND – 4510

FUNCTION

The County of Fresno maintains the largest County road system in California. The Design, Construction, and Maintenance Divisions of the Department of Public Works and Planning are responsible for the implementation of specified road and bridge improvement projects, and the maintenance and operation of 3,588 miles of County roads and 547 bridges. The primary function of the above three Divisions is to provide for maintenance, rehabilitation, and reconstruction of roads, bridges and attendant facilities as authorized by the California Streets and Highways Code and to provide for traffic safety. The three noted Divisions within the department also provide engineering and oversight services for Improvement Districts, County Service Areas, and other County departments.

OVERVIEW

The 2006-07 Recommended Budget of \$80,430,954 reflects a 76% (\$34,810,448) increase in appropriations and revenues from the 2005-06 Adopted Budget. Staffing is recommended at 225 positions, a decrease of 1 from the current year level of 226 positions.

The recommended budget for 2006-07 includes \$24.16 million for the Road Maintenance and Operations program, which represents a 21.9% (\$4.34 million) increase from 2005-06 adopted funding levels. The increase for the Road Maintenance and Operations program is due to the reinstatement of a portion of the General Fund Contribution as Maintenance-of-Effort for Proposition 42 funds (\$516,000), anticipated increased gas tax revenues and an increased cost for employee benefits. The increase in funding for road maintenance will help in the overall maintenance of the County's road system; however, the increased cost of road construction materials, such as asphalt concrete and aggregate materials, has eroded a large percentage of the increased funding and will impact the department's ability to maintain the County's road system at the current level of service.

The remaining increase in the 2006-07 Recommended Budget over the current year reflects one time special funding for the Friant Road project (\$9.50 million) from the State through the Transportation Congestion Relief Program, the Measure "C" Academy Avenue project, from Manning Avenue to State Route 180 (\$17.80 million), and the Measure "C" Academy Avenue project from Shaw Avenue to State Route 168 (\$3 million). An appropriation of \$11.9 million is recommended for new and carryover road and bridge contract construction. This is an increase from the current year.

DEPARTMENT COMMENTS

- The following highlights the most salient aspects of the Road Fund budget for 2006-07:
 - The recommended budget reflects a large increase over the 2005-06 funding levels due to one time funding for special highway construction projects such as the Friant Road and Academy Avenue projects and the reinstatement of a portion of the General Fund Maintenance-of-Effort support for Proposition 42. The recommended budget as currently presented does not include potential Proposition 42 funding from the State (\$2.25 million) or the remaining General Fund Maintenance-of-Effort support (\$1.5 million) required to receive Proposition 42 funding.

PUBLIC WORKS AND PLANNING - ROAD FUND – 4510

- The department continues to fund transportation planning activities (\$194,334). The Transportation Planning Section is the lead in coordinating transportation issues with the Council of Governments, addressing air quality issues with the San Joaquin Valley Air Pollution Control District, rural transit, transportation funding, coordination with Caltrans for projects such as the proposed State Route 180 extension from Mendota to Interstate 5, and other transportation issues related to the General Plan.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- The overall increase in appropriations and revenues is reflective of the allocation of funds to purchase right of way for the Measure 'C' funded Academy Avenue projects as well as award of construction contracts for the Academy Avenue and Friant Road projects in the coming fiscal year. The proposed budget also reflects the reinstatement of a portion of the General Fund support as Maintenance-of-Effort for Proposition 42 funding. The allocation of funding also considers the rising prices of oil products, such as asphalt concrete and liquid asphalts, and aggregate materials used in road maintenance and new construction.
- Staffing is recommended at 225 positions, a reduction of 1 position from the 2005-06 level.
- The department continues its team-based approach in seeking to identify avenues for improving service to our clients and other County departments. This includes working with other jurisdictions on projects of common interest. The use of advanced electronic and computer technology in areas such as Geographic Information Systems (GIS), Capital Project Management Systems (CPMS), Cost Accounting Management System (CAMS), and departmental budgeting are being employed.

ROAD MAINTENANCE

The 2006-07 program consists of the following components:

Day Labor Rehabilitation, Specific Maintenance Projects, and Pavement Seals and Maintenance Overlays	\$ 7.71 million
Contract Preventative Maintenance	5.05 million
Routine Road Maintenance Activities	10.00 million
Traffic Signs and Striping	<u>1.40 million</u>

Total \$ 24.16 million

- A total of \$7.71 million is recommended for day labor rehabilitation and specific maintenance projects for roads. Approximately \$1.00 million of these funds will be expended for the rehabilitation of selected lower traffic volume roads by day labor forces. Approximately \$350,000 has been budgeted for maintenance of private roads in the County Service Areas (CSAs). The CSAs will reimburse the Road Fund for all maintenance work.

PUBLIC WORKS AND PLANNING - ROAD FUND – 4510

- Also included in the \$7.71 million rehabilitation component is a recommended appropriation of \$3.20 million for pavement seals and maintenance overlays. This will fund approximately 35 miles of plant mix surfacing overlays and/or road mixed surfacing (RMS) pavement seals to be constructed by day labor forces.
- The recommended \$5.05 million for contract preventative maintenance projects will finance approximately 27 miles of chip seal projects, 19 miles of slurry seals on local streets, and 16 miles of asphalt concrete overlay projects. Also, included in contract maintenance is a special Congestion Mitigation Air Quality (CMAQ) funded Shoulder Widening Program (\$1.3 million) to reduce traffic generated PM-10 (dust particles) and to assist in complying with San Joaquin Valley Air Pollution Control District's Regulation 8.
- Pothole patching, shoulder maintenance, and other routine road maintenance activities, including culvert maintenance, storm damage repairs, tree trimming, and snow removal are recommended at \$10.00 million. Although this estimated expenditure would seem to maintain a consistent level of service, the allocation of expenditure activity to the various general maintenance categories can vary. For example, in years when above average precipitation occurs, the cost for snow removal, storm response and signing, and storm damage repairs will consume more of these allocations than in normal years.
- Traffic signs and striping, including installation and maintenance of traffic signs, pavement markings, and line striping is recommended at \$1.40 million. This allocation continues to include funding for agreements with Caltrans for Caltrans operated traffic signals at joint State/County intersections and the City of Fresno for the maintenance of County-owned traffic signals and lighting at an annual cost of approximately \$171,000 and with a private contractor in the annual amount of \$5,000 to maintain a traffic signal and lighting installed by the State on Jayne Avenue in the Coalinga area as a condition of development for the State Hospital facility (traffic volumes entering and leaving the facility warranted a traffic signal on Jayne Avenue and since Jayne Avenue is a County road, the signal became the property of the County).
- In addition to the \$24.16 million allocation in the proposed budget for road maintenance and traffic signs and striping, there is an additional allocation of \$1.26 million for traffic safety and operations activities. This allocation provides for the preparation and review of Traffic Safety Studies to determine the need for four-way stop signs, other traffic control devices, traffic control needs, review and approval of encroachment permits for work to be done within the County road right of way, issuance of oversize load permits for County roads, and various other operational and safety roadway related activities.

ROAD AND BRIDGE CONSTRUCTION

- Major projects for 2006-07 include the Measure "C" shoulder widening and asphalt concrete overlay of Academy Avenue between Shaw Avenue and State Route 168 (\$3.00 million); the Measure "C" Academy Avenue four-lane divided highway project between Manning Avenue and State Route 180 (\$17.8 million); the shoulder widening of Millerton Road from the Millerton State Park entrance to Sky Harbor Road for bike lanes (\$640,000); various Federally funded bridge replacements and safety railing installations (\$1.33 million); Auberry Road Bike Lanes from 2.2 miles north of Copper Avenue to 4.2 miles north of Copper Avenue (\$550,000); Four School Sidewalk Projects (\$768,000); and proposed cooperative traffic signal projects with the City of Fresno (\$200,000).

PUBLIC WORKS AND PLANNING - ROAD FUND – 4510

- The program also includes the reinstatement of State funding for the Friant Road project (\$9.50 million), County Road funds reserved for the Friant Road project (\$1.8 million), Indian Gaming Funds for the Friant Road Project (\$392,608), and reserve of Article 3 funds for Friant Road bike lanes (\$818,000).

SALARIES AND BENEFITS

- Salaries and Benefits represent an 8% increase over the current year. This includes increases in employee salaries and benefits. Extra-help funding is proposed at the current year level and is based on projected workload. The proposed budget includes a substantial salary savings based on recent vacancy history. Staffing is recommended at 225 positions, a reduction of 1 position from the 2005-06 level.

SERVICES AND SUPPLIES

- Services and Supplies reflect a 123% increase from the current year.

Recommended funding includes:

- Four federally funded bridge reconstruction, bridge rail replacement, and safety projects (\$1.33 million) at various locations.
- Preventative Maintenance contract activities (\$5.57 million).
- Academy Avenue, Shaw Avenue to State Route 168, Shoulder Widening and Overlay (\$3 million).
- Academy Avenue, Manning Avenue to State Route 180, four-lane divided highway (\$17.80 million).
- Friant Road, Willow Avenue to Bugg Street, four-lane divided highway (\$12.28 million).
- Auberry Road Bike Lanes from 2.2 miles north of Copper Avenue to 4.2 miles north of Copper Avenue (\$550,000).
- Four School Route Sidewalk projects (\$768,000).
- Millerton Road shoulder widening from the Millerton State Park entrance to Sky Harbor Road for bike lanes (\$640,000).
- Appropriations for environmental mitigation and monitoring various projects (\$75,000).
- Appropriations for environmental mitigation as required by the U.S. Fish and Wildlife Service for Friant Road (\$290,000)
- A \$4.96 million allocation in Transportation and Travel County Garage to reimburse the Fleet Services budget (8910-8911) for the cost of operating and maintaining all vehicles, including construction equipment. This represents a 25% increase over the current year. General Services has noted that the increase is due to increased fuel costs as well as the doubling of the countywide cost allocation for all departments. In addition, new pieces of heavy road construction equipment purchased over the past few years have required an increase in equipment depreciation charges.
- An allocation for the purchase of materials used in the maintenance of roads and traffic operations, signs and striping (\$4.37 million).

PUBLIC WORKS AND PLANNING - ROAD FUND – 4510

- Allocations for Professional and Specialized Services (\$3.25 million) for activities performed by private firms such as street sweeping, tree trimming and removal, roadside vegetation control, and other owner operated equipment such as trucking services when needed. Also included in this allocation are services provided by specialized and consultant service providers, such as engineering, environmental and geo-technical review, and funding for technology services, department personnel services and financial services necessary for the operation of the department.
- An allocation for rental of equipment not available from Fleet Services necessary for road maintenance (\$230,000).
- Utility payments for County traffic signals, road maintenance yard facilities, and sign shop and resident engineer field trailers (\$138,500).

OTHER CHARGES

- Other Charges are recommended at \$3.60 million to provide for right-of-way acquisition on Friant Road, Willow Avenue to North Fork Road (\$100,000); Academy Avenue, Shaw Avenue to State Route 168 (\$100,000); Academy Avenue, Manning Avenue to State Route 180 (\$3.30 million); right-of-way for various other projects (\$100,000); and for the Council of Fresno County Governments membership dues (\$9,000).

FIXED ASSETS

Fixed Assets (\$270,000):

- | | | |
|---|----------------|----------------------------|
| (1) Total Station Surveying Instrument | \$ 30,000..... | Replacement–Aging Equip. |
| (1) R-Value Testing Press | 95,000..... | Replacement–Aging Equip. |
| (1) Asphalt Grinder, Road Reclaimer - Powered ... | 110,000..... | New – Cost/Labor Savings |
| (1) High Production Copier..... | 35,000..... | Replacement - Aging Equip. |

SUMMARY OF REVENUES

- Revenues are recommended at \$80,430,954, a 76% increase over the current year.
 - Taxes. -Represents an increase to reflect actual experience in the current year.
 - Licenses, Permits, and Franchises - Revenues generated through the collection of Road Privileges and Permit fees are estimated at a decrease based on actual receipts in the current year.
 - Use of Money and Property - Estimated at a decrease based on interest earnings on carryover funds and actual experience in the current year.
 - State Aid - Estimated at an increase due to the reinstatement of funding for the Friant Road project through the State Transportation Congestion Relief Program funding.
 - Federal Aid - Estimated at an increase primarily due to the anticipated construction of several Federal bridge projects carried over from current years and a CMAQ shoulder-widening project.

PUBLIC WORKS AND PLANNING - ROAD FUND – 4510

- Charges for Services - Estimated at an increase based on projected increased Measure 'C' reimbursement for right-of-way acquisition costs and road construction for the Academy Avenue projects from Shaw Avenue to SR 168 and from Manning Avenue to State Route 180. Measure "C" will additionally fund 100% of all design costs for Academy Avenue between SR 180 and Mountain View Avenue. Other design, contract administration, and construction inspection will be 100% funded for the American Avenue Landfill Projects and for the Community Development Block Grant/State Grant-funded water treatment and distribution system improvements project for County Service Area No. 49 (O'Neill/Westside School). Entry road maintenance at the American Avenue Landfill performed by County Road crews will be 100% funded by the landfill.
- Miscellaneous Revenues - Revenues are generated through interest earnings on eminent domain deposits, copy sales, jury fees, and loss recovery by the County's Risk Management Division.
- Other Financing - The County General Fund contribution represents an increase over the 2005-06 Adopted Budget, based on the requirement that the Maintenance-of-Effort be provided for the County to be eligible to receive Proposition 42 funding.
- Fund Balance - Estimated at an increase over the current year. The increase in fund balance is the result of reserving a portion of the 2005-2006 Maintenance-of-Effort funding for Proposition 42 for the Friant Road project to close any short-fall in total project costs once the State funding is made available for construction. The State funding for Friant Road at approximately \$9.5 million is not sufficient to cover the current estimated full construction cost. Should these funds not be needed for the Friant Road project, the funds will be programmed for other road maintenance activities including County day labor work and contract asphalt concrete overlays and chip seals in the coming budget year.

PENDING FACTORS

- The State's recent fiscal crisis in current years' budgets eliminated funding for Fresno County road projects and dramatically impacted road maintenance in the County. The Transportation Congestion Relief Program authorized by Assembly Bill 2928 and Proposition 42 were slated to provide \$20 million dollars, over these past years for use on Fresno County specially programmed road projects such as Friant Road and Peach Avenue.
- Additionally, an annual allotment of \$2.25 million dollars provided by this legislation was suspended in past years due to the State's fiscal crisis. The allotment in the amount of approximately \$3.8 million was restored to Fresno County in the current 2005-2006 Fiscal Year State Budget and is included in the Governor's proposed 2006-2007 Fiscal Year State Budget in the amount of approximately \$2.25 million for Fresno County. This annual allotment was legislatively earmarked for use in road maintenance and rehabilitation activities and could not be utilized on capacity increasing projects such as roadway widening efforts. This funding has been used in the past for the department's day labor rehabilitation and asphalt concrete maintenance overlays and sealing program. The County has been, for many years, deferring crucial road maintenance activities. It is estimated the County currently incurs a deferred road maintenance

PUBLIC WORKS AND PLANNING - Road FUND – 4510

backlog of over \$25 million per year County-wide. Without a consistent, secure source of funding to maintain the County road system the motoring public across the County will incur greater and greater vehicle maintenance costs and the businesses which help support our community will incur greater costs to provide their services and transport their goods to market, impacting economic development of the County.

- The return of Proposition 42 funding to the County will help improve road maintenance efforts countywide as compared to the most recent two years; however, much of the additional dollars being provided by this funding is being eroded by increased construction and material costs such as for asphalt concrete and aggregate materials. These costs have increased approximately 35% in the past year.
- In order to receive the Proposition 42 funding in Fiscal Year 2006-2007, if Proposition 42 funding for counties remains in the final State adopted budget, the Board of Supervisors will have to consider restoring the full required Maintenance-of-Effort funding from the County's General Fund. The current proposed budget is short \$1.5 million to meet the required Maintenance-of-Effort funding. The Board may also consider deferring the short fall one time to the next year when Proposition 42 funding is made available; however, the shortfall plus the full Maintenance-of-Effort for that year would have to be provided from the General Fund to continue receiving Proposition 42 funding from the state
- The Governor's proposed Infrastructure Bond program, as approved by the State Legislature for the November 2006 election, includes \$1 billion in funding for county local streets and roads. Fresno County could receive as much as \$30.6 million if the proposed bond package is passed by the State's voters.

PUBLIC WORKS AND PLANNING - ROAD FUND – 4510

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>CURRENT</u>	<u>POSITIONS RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
8065	Director of Public Works	B	1	1	\$ 136,106
2318	Deputy Director of Public Works	D	1	1	111,523
1132	Engineering Technician I	1367	11	10	370,591
1140	Engineering Technician II	1530	25	25	1,215,179
1133	Senior Engineering Technician	1755	13	13	730,954
1134	Senior Engineer	F	6	6	443,443
1137	Engineer III	2251	20	20	1,385,396
1141	Principal Engineer	E	1	1	83,496
1145	Real Property Manager	E	1	1	72,980
1117	Associate Real Property Agent	1827	2	2	102,310
1147	Field Survey Supervisor	1937	4	4	241,029
1148	Supervising Engineer	E	3	3	247,814
1149	Chief of Field Surveys	E	1	1	77,112
1150	Public Works Division Engineer	D	3	3	285,403
2257	Staff Analyst III-A	1923	2	2	117,403
2294	Senior Staff Analyst	F	1	1	68,132
3080	Office Assistant III	964	2	2	62,093
3140	Secretary III	1077	1	1	34,675
3144	Secretary I	866	1	1	27,867
3160	Secretary IV	1188	2	2	76,450
3166	Administrative Secretary - Conf.	1325	1	1	41,271
4060	Public Works Investigator I	1269	1	1	35,553
5410	Road Equipment Operator I	1158	21	21	705,528
5415	Road Equipment Operator II	1309	68	68	2,880,803
5420	Road Maintenance Supervisor	1795	10	10	578,012
5425	Road Operations Lead Supervisor	1568	11	11	555,098
5430	Road Superintendent	F	2	2	126,039
5445	Traffic Maintenance Supervisor	1795	1	1	57,801
5450	Traffic Equipment Operator I	1110	4	4	130,145
5455	Traffic Equipment Operator II	1244	5	5	192,562
5460	Traffic Operations Lead Supervisor	1426	1	1	45,934
Subtotal			226	225	\$ 11,238,702
	Steno Allowance				520
	Call-Back Allowance				40,000
	Auto Allowance				6,156
	Professional License Allowance				21,644
	Less Salary Savings				(676,495)
TOTAL REGULAR SALARIES					\$ 10,630,527

PUBLIC WORKS AND PLANNING - ROAD FUND – 4510

REGULAR SALARIES

BUDGETED POSITIONS

<u>VACANT POSITION RECOMMENDED FOR DELETION</u> (October 9, 2006)					
<u>JCN</u>	<u>TITLE</u>	<u>STATUS</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
1132	Engineering Technician I	Vacant	1367	-1	\$ 54,280
	Cost of Restoring Vacant Position			-1	\$ 54,280

PUBLIC WORKS AND PLANNING – TRANSIT SERVICES

BUDGET 4700

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 2,292,244	\$ 2,383,000	\$ 2,610,000	\$ 227,000	10%
Total Appropriations	\$ 2,292,244	\$ 2,383,000	\$ 2,610,000	\$ 227,000	10%
<u>Revenues</u>					
Other Governmental Aid	\$ 2,292,244	\$ 2,383,000	\$ 2,610,000	\$ 227,000	10%
Total Revenues	\$ 2,292,244	\$ 2,383,000	\$ 2,610,000	227,000	10%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0

PUBLIC WORKS AND PLANNING - TRANSIT SERVICES – 4700

FUNCTION

The Transit Services budget recognizes the County's share of the Transportation Development Act Local Transportation Fund (LTF) and State Transit Assistance (STA) monies allocated directly to local transit providers from the Council of Fresno County Governments (COFCG) for transit services in unincorporated areas. The annual allocation to each agency is determined by COFCG based upon an estimate of revenue by the State Department of Finance and the population of each city and unincorporated area. The County, the City of Fresno, City of Clovis, and the Fresno County Rural Transit Agency (FCRTA) each year perform an analysis of the unincorporated area transit services and needs to determine the County's contribution of LTF and STA monies to Fresno Area Express (FAX), Clovis Transit (Roundup) and FCRTA, according to agreements between the County, the City of Fresno, the City of Clovis, and the FCRTA. Funds are also allocated by formula for social service transit services (through FCRTA, FAX, and the Fresno County Economic Opportunities Commission as the Consolidated Transportation Services Agencies) to unincorporated area residents. Three percent of the total Fresno County allocation is, by statute, allocated to the COFCG for regional transportation planning services including transit planning.

OVERVIEW

The 2006-07 Recommended Budget of \$2,610,000 reflects a 10% (\$227,000) increase in appropriations and revenues over the 2005-06 Adopted Budget. Recommended funding is based on State estimates, as refined by the County's Auditor-Controller, of 2006-07 sales tax revenues. The allocation to transit providers is made in September of each year through a separate Board action and is based on the most current State estimate of sales tax revenues, the adopted FCRTA budget, and actual transit use and service costs for FAX and Clovis services the previous fiscal year. The 2006-07 Recommended Budget also includes funds to expand existing FAX transit service to the Juvenile Justice Campus.

SUMMARY OF CAO RECOMMENDATIONS

SERVICES AND SUPPLIES

- Services and Supplies reflect a 10% (\$277,000) increase over the current year and represent monies allocated directly to transit providers and for regional transportation planning.

Recommended funding includes:

- An allocation to the City of Fresno (\$1,680,000) for services to the unincorporated area within the Fresno urban transit service area, and including service to the Juvenile Justice Campus.
- An allocation to 19 rural transit subsystems (\$480,000).
- An allocation for transportation social services (\$272,000) for clients of community-based social service agencies in the unincorporated area, performed under contract by the Fresno County Economic Opportunities Commission.

PUBLIC WORKS AND PLANNING - TRANSIT SERVICES – 4700

- An allocation to the Council of Fresno County Governments (\$155,000) for operation of the Regional Transportation Planning Agency pursuant to the Transportation Development Act of 1972.
- An allocation to the City of Clovis (\$23,000) for paratransit services to the unincorporated area of Tarpey Village.

SUMMARY OF REVENUES

- Other Governmental Aid revenues of \$2,610,000 reflect a 10% (\$227,000) increase over the current year and represent the County's share of the Local Transportation Funds and State Transit Assistance Funds allocated under formula by COFCG.

NOTES

PUBLIC WORKS AND PLANNING – GRANTS

BUDGET 5512

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 3,354,903	\$ 11,008,484	\$ 12,376,040	\$ 1,367,556	12%
Other Charges	9,309	0	0	0	0%
Total Appropriations	\$ 3,364,212	\$ 11,008,484	\$ 12,376,040	\$ 1,367,556	12%
<u>Revenues</u>					
Federal Aid	\$ 1,231,966	\$ 7,305,056	\$ 8,070,284	\$ 765,228	10%
State Aid	709,209	2,803,428	3,405,756	602,328	21%
Misc. Revenues	1,423,037	900,000	900,000	0	0%
Total Revenues	\$ 3,364,212	\$ 11,008,484	\$ 12,376,040	\$ 1,367,556	12%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%

PUBLIC WORKS AND PLANNING - GRANTS – 5512

FUNCTION

This budget contains funds for planning and implementing the federal HOME Investment Partnerships Program (HOME), and the Department's smaller housing and other grants. Included in this budget are funds from the following State Programs: CalHome, Workforce Housing Grant, Joe Serna Jr. Farmworker Housing Grant, and the Safe Drinking Water State Revolving Fund grant. Additionally, this budget includes the federal Housing Preservation Grant, the California Integrated Waste Management Board Used Oil Recycling Program and the Department of Conservation Beverage Container Recycling Program.

OVERVIEW

The 2006-07 Recommended Budget of \$12,376,040 reflects a 12% (\$1,367,556) increase in appropriations and revenues over the 2005-06 Adopted Budget based on an increased amount of grant funds, which includes three new grants and additional allocations of existing grants. County matching requirements for the Joe Serna Jr. Farmworker Housing Grant are met through HOME, CDBG and other housing grants.

DEPARTMENT COMMENTS

Staff is pleased with the success the Department continues to have in obtaining new grants for Fresno County to carry out important economic development, housing, and neighborhood improvement projects throughout the County. This budget contains three new grants, from the State's CalHome Program, Workforce Housing Program, and from the federal USDA's Housing Preservation Grant Program. The department continues to pursue grant opportunities from the State, federal government and private sources to implement the County's Economic Development Strategy and Element of the General Plan, along with the County's Housing Element.

SUMMARY OF CAO RECOMMENDATIONS

GRANT PROGRAMS

- **FEDERAL HOME GRANT PROGRAM**

Grant Funds: \$8,785,542 County Match: None

The federal HOME Investment Partnerships Program (HOME) grant, which includes the American Dream Downpayment Initiative grant funds, provide funds for housing rehabilitation loans, down payment assistance for home ownership, and affordable housing development projects in the eight eligible smaller partner cities and the unincorporated areas.

- **CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD USED OIL GRANT PROGRAM**

Grant Funds: \$175,574 County Match: None

Provides funds to create and maintain private sector certified used oil collection centers, to continue implementation of the classroom program targeting high school students, and to expand public information programs for promoting proper disposal and recycling of used motor oil and used oil filters.

PUBLIC WORKS AND PLANNING – GRANTS – 5512

- **STATE CALHOME GRANT PROGRAM**

Grant Funds: \$1,078,064 County Match: None

The State CalHome grants provide funding for housing rehabilitation loans and down payment assistance loans for home ownership in the unincorporated areas of Fresno County. We currently have three separate active CalHome grants from the State.

- **DEPARTMENT OF CONSERVATION BEVERAGE CONTAINER RECYCLING GRANT**

Grant Funds: \$46,800 County Match: None

Provides funds to use for the collection and recycling of beverage containers and public education for promoting beverage container recycling and/or litter clean-up activities.

- **HOUSING PRESERVATION GRANT PROGRAM**

Grant Funds: \$184,742 County Match: None

The U.S. Department of Agriculture's Housing Preservation Grant Program provides funds for housing rehabilitation loans to preserve the affordable housing stock in the unincorporated areas of Fresno County. We currently have two separate active Housing Preservation Grants from the USDA.

- **WORKFORCE HOUSING GRANT PROGRAM**

Grant Funds: \$590,318 County Match: None

These State grant funds are awarded annually based on the amount of affordable housing developed in the unincorporated area, and are used to fund economic development/infrastructure projects in the unincorporated areas.

- **JOE SERNA JR., FARMWORKER HOUSING GRANT PROGRAM**

Grant Funds: \$785,000 County Match: 1:1 over 3 years

The State's Joe Serna Jr., Farmworker Housing Grant Program grant funds are used to fund rehabilitation of housing for farmworkers in Fresno County. Grant funds are matched with the County's other State and federal housing grant funds.

- **Safe Drinking Water State Revolving Fund Grant Program (SDWSRF)**

Grant Funds: \$730,000 County Match: None

The State's SDWSRF Program grant funds are being used to construct a water distribution system in the unincorporated community of Raisin City.

STAFFING

- The work effort required to implement these grant programs is provided primarily by staff in the Community Development Block Grant, budget (7205) and Public Works and Planning budget (4360).

SERVICES AND SUPPLIES

- Recommended funding represents an increase of 12% over the current year due primarily to an increased amount of grant funds, including two additional grants.

PUBLIC WORKS AND PLANNING - GRANTS – 5512

SUMMARY OF REVENUES

- Revenues are recommended at \$12,376,040, a 12% (\$1,367,556) increase over the current year.
 - Federal Aid – Estimated at an increase based on the new USDA Housing Preservation Grant and additional federal HOME grant funds in 2006-07.
 - State Aid – Estimated at an increase based on the new CalHome grant, increased State water grant for Raisin City, and new Workforce Housing Program grant.
 - Miscellaneous Revenues – Estimated at the same level as the 2005-06 program year.

PUBLIC WORKS AND PLANNING – COMMUNITY DEVELOPMENT BLOCK GRANT

BUDGET 7205

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 1,364,999	\$ 1,787,219	\$ 1,829,384	\$ 42,165	2%
Services & Supplies	1,882,669	2,711,153	2,566,751	(144,402)	-5%
Other Charges	2,895,063	9,110,583	6,840,682	(2,269,901)	-25%
Fixed Assets	0	100,000	100,000	0	0%
Total Appropriations	\$ 6,142,731	\$ 13,708,955	\$ 11,336,817	\$ (2,372,138)	-17%
<u>Revenues</u>					
Federal Aid	3,861,568	12,504,105	9,392,466	(3,111,639)	-25%
Charges For Services	121,713	5,000	59,816	54,816	1096%
Misc. Revenues	1,792,622	915,150	1,500,000	584,850	64%
Intrafund Revenues	366,828	284,700	384,535	99,835	35%
Total Revenues	\$ 6,142,731	\$ 13,708,955	\$ 11,336,817	\$ (2,372,138)	-17%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	23	23	23	0	

PUBLIC WORKS AND PLANNING - COMMUNITY DEVELOPMENT **BLOCK GRANT – 7205**

FUNCTION

This budget contains the federal Community Development Block Grant (CDBG) funds administered by the Community Development Division of the Department of Public Works and Planning. The annual application for the County's Urban County CDBG entitlement grant funds, which is approved by the Board of Supervisors and submitted to HUD, details how the funds will be spent. These grant funds are used to develop and implement a variety of projects and programs to upgrade low- and moderate-income neighborhoods throughout Fresno County and eight participating cities. The Community Development staff in this budget develops housing and public facility and infrastructure improvement programs necessary to implement the County's Consolidated Plan, Housing Element, and the Economic Development Strategy and Economic Element of the General Plan. Community Development Block Grant staff also administer other housing grant funds for affordable housing development, owner-occupied rehabilitation, down payment assistance, and rental rehabilitation. The Community Development Manager also serves as the Director of Tourism and designated Division staff carries out tourism activities to implement the County's Tourism Master Plan. The department's tourism funds are budgeted in unit 4360.

OVERVIEW

The 2006-07 Recommended Budget of \$11,336,817 reflects a 17% (\$2,372,138) decrease in appropriations and revenues over the 2005-06 adopted budget, primarily due to the City of Clovis deciding to become an entitlement city and receive its CDBG funds directly from the federal government rather than participate in the County's program, resulting in a decreased annual allocation of CDBG funds to the County.

The County's federal CDBG allocation for the 2006-07 budget year has been set by HUD at \$4,084,944. The recommended budget will finance unincorporated area Community Development programs which include public facility and infrastructure improvement projects, housing rehabilitation, and funding for community-based Social Services Agencies and the Sheriff's Area Based Policing program. The Affordable Housing programs continue to develop new marketing strategies and program modifications and pursue additional State and federal grant funds to address increased needs for housing rehabilitation in accordance with the County's Consolidated Plan adopted by the Board of Supervisors. Staff is also developing a new commercial façade rehabilitation program for Board consideration for the 2006-07 budget year. This budget also includes CDBG funding which is provided as grants to the eight cities participating in the County's CDBG program. Staffing is recommended at the current year level of 23 positions.

DEPARTMENT COMMENTS

Community Development Block Grant (CDBG) funds are allocated to the County by the U.S. Department of Housing and Urban Development (HUD) through a federal formula based upon the census, which considers population, poverty and overcrowded housing in the unincorporated area and the County's nine partner cities. This year's allocation of \$4,084,944 represents a \$1,415,565 decrease from the previous year. This decrease is primarily due to the City of Clovis's decision to receive its CDBG funds now directly from HUD, and secondarily due to the City of Parlier's decision to compete for CDBG funds from the State

PUBLIC WORKS AND PLANNING - COMMUNITY DEVELOPMENT

BLOCK GRANT – 7205

rather than participate in the County's program, and to across the board federal reductions to HUD formula grant programs. Community Development staff continues to successfully combine CDBG funds with other State and federal sources to leverage all funding opportunities and maximize available resources.

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Increases in employee salaries and benefits represent a 2% increase over the current year.

SERVICES AND SUPPLIES

- Services and Supplies represent a 5% decrease from the current year.

Recommended funding includes:

- Appropriations totaling \$704,041 for the Housing Assistance Rehabilitation Program (HARP) for housing rehabilitation loans. This amount also includes a set aside amount for commercial façade rehabilitation, a new program that was pending Board approval at the time this budget was prepared. Federal HOME and other housing grant funds in the Public Works and Planning Grants budget (5512) continue to augment the housing rehabilitation funds appropriated in this budget and also provide for homebuyer assistance and affordable housing development loans
- A total of \$612,741 appropriated for County public service activities, including the community-based Social Services Agencies (\$181,389) and the Sheriff's Area Based Policing program (\$431,352).
- Appropriations totaling \$965,675 for new public facility and infrastructure projects in the unincorporated area.

OTHER CHARGES

- Other Charges represent a 25% decrease over the current year due to a decrease in carryover funds for projects in progress as these projects are completed.
- Recommended funding for 2006-07 will provide for an estimated 35 public facility and infrastructure improvement projects for the County, cities, and districts, many of which are multi-year projects.

FIXED ASSETS

- **Fixed Assets (\$100,000):**

Land	\$100,000	Affordable Housing Program – Potential Acquisition of Property Under Foreclosure; Lien Held by County
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PUBLIC WORKS AND PLANNING - COMMUNITY DEVELOPMENT **BLOCK GRANT – 7205**

SUMMARY OF REVENUES

- Revenues are recommended at \$11,336,817, a 17% (\$2,372,138) decrease over the current year. This represents decreased grant funds and decreased carryover activity funds as projects are completed.
 - Federal Aid – Estimated at a decrease of 25% (\$3,111,639) over the current year. Includes committed but unexpended CDBG funds of \$5,307,522 for activities in progress, and the new federal CDBG grant allocation for 2006-07 of \$4,084,944.
 - Charges for Services – Increased due to one clerical staff currently assigned to Road Maintenance for medical accommodation.
 - Miscellaneous Revenues – Estimated at an increase based on actual receipts in the current year, due to increased housing rehabilitation loan repayments.
 - Intrafund Revenues – Estimated at an increase from the current year due to increased revenue from Tourism funds as an additional tourism staff person is now in this budget unit and charges across to tourism funds in budget 4360/0900.

PUBLIC WORKS AND PLANNING - COMMUNITY DEVELOPMENT
BLOCK GRANT – 7205

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0229	Community Development Manager	D	1	1	\$ 95,046
1746	Principal Housing Rehabilitation Specialist	F	1	1	74,543
1749	Housing Rehabilitation Specialist III	1909	1	1	61,430
1748	Housing Rehabilitation Specialist I	1660	4	4	190,125
2296	Senior Economic Development Analyst	F	1	1	68,132
2294	Senior Staff Analyst	F	1	1	64,636
2297	Principal Staff Analyst	E	1	1	75,099
1177	Planning and Resource Analyst III	1923	2	2	126,071
1175	Planning and Resource Analyst I	1533	3	3	121,828
2257	Staff Analyst III-A	1923	1	1	61,907
3160	Secretary IV	1188	1	1	38,252
3621	Program Technician II	1282	2	2	79,180
3070	Supervising Office Assistant II	1287	1	1	41,457
3080	Office Assistant III	964	1	1	26,965
3110	Office Assistant II	866	2	2	52,969
Subtotal			23	23	\$ 1,177,640
Bilingual Skill Pay					3,600
TOTAL REGULAR SALARIES					\$ 1,181,240

NOTES

PUBLIC WORKS AND PLANNING COMMUNITY REDEVELOPMENT

BUDGET 7540

Special Revenue Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 11,402	\$ 33,244	\$ 18,892	\$ (14,352)	-43%
Other Financing	10,383	12,000	40,040	28,040	234%
Total Appropriations	\$ 21,785	\$ 45,244	\$ 58,932	\$ 13,688	30%
<u>Revenues</u>					
Taxes	\$ 66,294	\$ 60,000	\$ 200,200	\$ 140,200	234%
Use of Money & Property	5,099	5,397	5,397	0	0%
Intergovernmental Revenues	3,529	30,925	18,892	(12,033)	-39%
Total Revenues	\$ 74,922	\$ 96,322	\$ 224,489	\$ 128,167	133%
Revenues in Excess of Appropriations - Designation for Community Redevelopment Debt Service	\$ 53,137	\$ 51,078	\$ 165,557	\$ 114,479	224%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%

PUBLIC WORKS AND PLANNING - COMMUNITY REDEVELOPMENT – 7540

FUNCTION

The Board of Supervisors established the Community Redevelopment budget on June 13, 1995, to comply with the requirements of State law and provide funding for redevelopment activities within the unincorporated areas of Fresno County. The Board of Supervisors serves as the Board of Directors of the Fresno County Redevelopment Agency. Functions funded in this budget include the implementation of redevelopment programs that provide needed public improvements; a provision of low- and moderate-income housing funds as required by law; encouraging rehabilitation and repair of deteriorated structures; and facilitating land assembly and development, to increase housing and employment opportunities, and an expanded sales and property tax base.

OVERVIEW

The 2006-07 Recommended Budget of \$58,932 reflects a 30% (\$13,688) increase in appropriations and a 133% (\$128,167) increase in revenues from the 2005-06 adopted budget. There is no net County cost associated with this budget. The primary element of the Community Redevelopment work program is the potential development of a community sewer system for the Friant redevelopment area. Funding will allow staff to continue work with the community of Friant and potential developers to develop a financing plan for the system. Funding is also available in an amount of approximately \$107,750 for future housing rehabilitation and future sewer connections in the Friant Redevelopment Area in accordance with the adopted Redevelopment Plan. The Friant redevelopment area is the only County redevelopment area currently approved by the Board of Supervisors.

SUMMARY OF CAO RECOMMENDATIONS

STAFFING

- Staff support for this program is provided through the Department of Public Works and Planning, Community Development budget (7205).

SERVICES AND SUPPLIES

- Services and Supplies represents a 43% (\$14,352) decrease from the current year. The recommended funding will provide for staff work as required for the Friant sewer project and agency review of proposed development for redevelopment plan consistency, and costs for office expenses, public notices, provided by staff services from the Department of Public Works and Planning.

OTHER FINANCING

- Funding is recommended at a 234% (\$28,040) increase which represents the low- and moderate-income housing allocation as required by State law. Under State Redevelopment law, a minimum of 20% of tax increment revenue must be set aside for low- and moderate-income housing.

PUBLIC WORKS AND PLANNING - COMMUNITY REDEVELOPMENT – 7540

SUMMARY OF REVENUES

- Recommended revenues of \$224,489 reflect a 133% (\$128,167) increase from the 2005-06 funding level.
 - Taxes – Tax increment revenues are estimated at a 234% (\$140,200) increase over the current year due to increased housing values and will continue to accumulate for future debt payments since this revenue cannot be used to fund operations. The amount reflects actual tax increment revenues generated in 2005-06.
 - Use of Money & Property – Estimated at the same as the current year level; represents interest earnings on accumulated funds.
 - Intergovernmental Revenues – Estimated at a decrease, represents the balance of funds borrowed from the Community Development Block Grant program until tax increment revenues increase sufficiently to allow debt to be created by use of tax allocation bonds. In accordance with State law, the Redevelopment Agency is required to operate on funds created by debt.

NOTES

PARKS AND GROUNDS

BUDGET 7910

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 1,896,791	\$ 2,094,172	\$ 2,206,196	\$ 112,024	5%
Services & Supplies	983,480	1,152,061	1,493,034	340,973	30%
Other Charges	962	1,250	1,250	0	0%
Fixed Assets	35,855	0	0	0	0%
Total Appropriations	\$ 2,917,088	\$ 3,247,483	\$ 3,700,480	\$ 452,997	14%
<u>Revenues</u>					
Use of Money & Property	\$ 38,478	\$ 50,425	\$ 50,425	\$ 0	0%
Charges for Services	572,321	711,991	799,438	87,447	12%
Miscellaneous	970	0	0	0	0%
Intrafund Revenues	207,137	150,575	150,575	0	0%
Total Revenues	\$ 818,906	\$ 912,991	\$ 1,000,438	\$ 87,447	10%
<u>Net County Cost</u>	\$ 2,098,182	\$ 2,334,492	\$ 2,700,042	\$ 365,550	16%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	35	35	36	1	

PARKS AND GROUNDS – 7910

FUNCTION

The Parks and Grounds Maintenance Section of the Resources Division of the Department of Public Works and Planning operates and maintains all regional County parks, campgrounds, fishing areas, Veterans Liberty Cemetery, and the County Cemetery. Additionally, the grounds for many County facilities, including the Juvenile Justice Campus, Courthouse Park, several County Service Areas, and University Medical Center campus are cared for by this section of the Department. Parks and Grounds also maintains scenic drives along Kearney Boulevard and Van Ness Boulevard. Additionally the section maintains the landscape at American Avenue and Southeast Regional landfills. The section also administers the Fish and Game Propagation Fund and State grants, including the 2000 Parks Bond, 2002 Park Bond, Department of Boating and Waterways, and Wildlife Conservation Board grants. The section also provides staff support to the Historic Parks Advisory Committee and the Recreation and Wildlife Commission.

OVERVIEW

The 2006-07 Recommended Budget of \$3,700,480 reflects a 16% (\$365,550) increase in net County cost over the 2005-06 Adopted Budget due primarily to increases in employee benefit costs, services and supplies, and County garage charges. The recommended staffing allocation will provide for parks and grounds maintenance on a year round basis, with additional seasonal staff during the busy summer months. Staffing is recommended at 36, an increase of 1 position over the current year.

DEPARTMENT COMMENTS

Parks and Grounds will provide a slightly decreased level of service due to decreases in seasonal extra-help. Recommended funding includes funds to contract for maintenance services for Los Gatos Creek and Coalinga Mineral Springs Parks. Parks and Grounds continues to depend heavily upon inmate labor and alternatively sentenced individuals for maintenance support.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- A decrease in extra-help staff will result in decreased service levels to County parks and grounds areas.
- Increases in Services and Supplies will result in contracting for maintenance services for Los Gatos Creek and Coalinga Mineral Springs Parks.
- Continuation of the \$19,000 contribution to the Fresno City and County Historical Society for Kearney Mansion exterior maintenance.
- Funding for the cost of General Services Security to lock Kearney Park at night is included.
- An increase to services and supplies to cover the increased cost of rubbish disposal at the County parks.

PARKS AND GROUNDS – 7910

- An increase to services and supplies to cover the increased cost by the County garage for equipment and vehicles.

SALARIES AND BENEFITS

- Salaries and Benefits represent a 5% increase over the current year. One Parks Groundskeeper II has been added. This position is 100% funded by revenue from the American Avenue Disposal Site and is necessary for the maintenance of the Site. The development of Phase III at the Site has increased the area to be maintained from 250 acres to 440 acres.

SERVICES AND SUPPLIES

- Services and Supplies reflect a 30% increase from the current year, primarily due to increase costs from the County garage for equipment and vehicles.

OTHER CHARGES

- Recommended funding represents taxes and assessments for China Creek Park.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,000,438, a 10% (\$87,447) increase from the current year.
 - Use of Money and Property - Represents status quo from the current year based on mobile vendor contracts at County parks and grounds areas.
 - Charges for Services - Represents entrance fees collected at County parks, revenues from the Road Fund for tree maintenance on Kearney and Van Ness Boulevards, landfills and service to grounds facilities of various non-general fund County departments. Revenues are increased based on the increased vehicle entrance fee effective July 1, 2006.
 - Intrafund Revenues - Represents charges for landscape maintenance for County facilities on the University Medical Center campus and other user departments.

PARKS AND GROUNDS - 7910

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>CURRENT</u>	<u>POSITIONS RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
5232	Parks and Grounds Superintendent	F	1	1	\$ 70,410
5241	Parks Services Supervisor	1396	2	2	89,908
5240	Senior Parks Groundskeeper	1261	5	5	201,706
5235	Parks Maintenance Worker	1222	3	3	110,122
5221	Parks Groundskeeper III	1035	15	15	494,725
5220	Parks Groundskeeper II	908	6	7	181,850
5242	Senior Tree Trimmer	1291	1	1	41,589
5243	Tree Trimmer I	1032	1	1	29,765
3080	Office Assistant III	964	1	1	31,046
Subtotal			35	36	\$ 1,251,121
Bilingual Pay					1,200
Less Salary Savings					(20,000)
TOTAL REGULAR SALARIES					\$ 1,232,321

JUVENILE JUSTICE CAMPUS – PUBLIC WORKS OPERATIONS & MAINTENANCE

BUDGET 9030 General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 0	\$ 0	\$ 397,133	\$ 397,133	100%
Total Appropriations	\$ 0	\$ 0	\$ 397,133	\$ 397,133	100%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 397,133	\$ 397,133	100%

JUVENILE JUSTICE CAMPUS - PUBLIC WORKS OPERATIONS & MAINTENANCE – 9030

FUNCTION

The Department of Public Works and Planning is responsible for the maintenance and operations of the water and wastewater systems, as well as the landscaping and irrigation systems, at the newly constructed Juvenile Justice Campus located at American Avenue and Highway 99. In addition, the department will be maintaining the streets within the facility and the storm drainage system and basin. The department's responsibilities include testing water and wastewater for compliance with state requirements, and daily operations and maintenance of equipment. The department will clean the storm drain inlets and provide erosion control for the storm drainage ponding basin. Very little street maintenance will be required for the first year of operation for the facility; however, for future years the department will monitor street repair, traffic sign and traffic striping needs and budget for any necessary maintenance needs.

OVERVIEW

The 2006-07 Recommended Budget represents appropriations in the amount of \$397,133. Total appropriations for the Juvenile Justice Campus are funded through net county cost allocation.

SUMMARY OF CAO RECOMMENDATIONS

SIGNIFICANT PROGRAM CHANGES

- Upon the completion of the new Juvenile Justice Campus, the County was responsible for the maintenance and operation of the facility. The Department of Public Works and Planning was directed by the Board of Supervisors to administer and maintain the water, wastewater, and landscaping systems as well as the streets and storm drainage system at the campus.

SERVICES AND SUPPLIES

- Services and Supplies are recommended at \$397,133 for the Fiscal Year 2006-07. The estimate is based upon the department's experience in managing similar facilities within the County.

OFF-HIGHWAY LICENSE FUND

BUDGET 7920

Special Revenue Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 0	\$ 647,405	\$ 569,947	\$ (77,458)	-12%
Other Financing Uses	16,500	16,500	16,500	0	0%
Total Appropriations	\$ 16,500	\$ 663,905	\$ 586,447	\$ (77,458)	-12%
<u>Revenues</u>					
Use of Money & Property	\$ 13,051	\$ 14,900	\$ 13,100	\$ (1,800)	-12%
Intergovernmental Revenues	15,127	20,224	15,100	(5,124)	-25%
Fund Balance	0	628,781	558,247	(70,534)	-11%
Total Revenues	\$ 28,178	\$ 663,905	\$ 586,447	\$ (77,458)	-12%
<u>Revenues In Excess of Approp.</u>					
	\$ 11,678	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%

OFF-HIGHWAY LICENSE FUND – 7920

FUNCTION

The Off-Highway Vehicle Law of 1971 requires users of trail bikes, dune buggies, and similar vehicles designed for off-highway use to purchase an identification certificate. The State Department of Motor Vehicles collects the fee and returns one-third of the fee to the purchaser's county of residence. This fund can be used for acquisition and development of off-road recreation areas, as well as enforcement of off-road laws and regulations. This fund is administered by the Department of Public Works and Planning.

OVERVIEW

The 2006-07 Recommended Budget of \$586,447 reflects a 12% (\$77,458) decrease in appropriations and revenues from the 2005-06 Adopted Budget. This is a result of the dispersing of funds in the amount of \$81,000 to the United States Forest Service for off-highway trail improvements Sierra National Forest in 2005-06. The recommended appropriation is budgeted to permit the accumulation of monies until an eligible project is identified. Allowable expenditures include feasibility and planning studies, environmental impact reports, and other expenses necessary to acquire and develop lands for off-highway vehicle use. Funds may also be used for the enforcement of off-highway laws and regulations. There are no projects currently recommended for funding.

SUMMARY OF CAO RECOMMENDATIONS

SERVICES AND SUPPLIES

- Services and Supplies reflect a 12% (\$77,458) decrease from the current year. There are no projects currently recommended for funding. As projects are proposed, staff evaluates the ability of the County to participate through the use of these funds as required by the Off-Highway Vehicle Law.

OTHER FINANCING USES

- A total of \$16,500 is recommended for transfer to the Sheriff's Department in 2006-07 for maintenance of off-road equipment used in enforcement of off-road regulations.

SUMMARY OF REVENUES

- Revenues are recommended at \$586,447, a 12% (\$77,458) decrease from the current year.
 - Use of Money and Property - Represents interest earnings on accumulated funds. Revenues are estimated at a decrease from the current year due to a reduction in earnings on accumulated funds.
 - Intergovernmental Revenues - Revenues generated from Vehicle License Fees are estimated at a decreased level based on current year's actual vehicle registration fees.
 - Fund Balance - Estimated at a decrease based on funding allocations in 2005-06.

FISH AND GAME PROPAGATION FUND

BUDGET 4350

Special Revenue Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 27,910	\$ 125,859	\$ 108,952	\$ (16,907)	-13%
Total Appropriations	\$ 27,910	\$ 125,859	\$ 108,952	\$ (16,907)	-13%
<u>Revenues</u>					
Fines, Forf. & Penalties	\$ 13,294	\$ 12,600	\$ 13,300	\$ 700	6%
Use of Money & Property	2,575	2,780	2,580	(200)	-7%
Fund Balance	12,041	110,479	93,072	(17,407)	-16%
Total Revenues	\$ 27,910	\$ 125,859	\$ 108,952	\$ (16,907)	-13%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%

FISH AND GAME PROPAGATION FUND – 4350

FUNCTION

The Fish and Game Propagation Fund is used to finance projects and activities related to the conservation and propagation of wildlife. The Fish and Game Code requires that 50% of all funds collected for violations accrue to the County Fish and Game Propagation Fund. The fund is administered by the Department of Public Works and Planning and can only be used for eligible projects. Accumulated funds are allocated by the Board of Supervisors with the recommendation of the Fresno County Recreation and Wildlife Commission and the Department of Public Works and Planning.

OVERVIEW

The 2006-07 Recommended Budget of \$108,952 represents a 13% (\$16,907) decrease in appropriations and revenues from the 2005-06 Adopted Budget. Projects totaling \$34,050 are recommended by the Recreation and Wildlife Commission for six separate organizations for planned wildlife conservation and propagation activities during 2006-07.

SUMMARY OF CAO RECOMMENDATIONS

SERVICES AND SUPPLIES

- Services and Supplies represent a 13% decrease from the current year and include \$34,050 for projects and \$74,902 in unallocated monies to finance unanticipated needs that may be identified midyear. The County Public Works and Planning staff has reviewed and concurred with the projects recommended by the Recreation and Wildlife Commission for 2006-07. In 2005-06, funding in the amount of \$32,560 was budgeted for six projects and \$93,299 was budgeted in unallocated monies.

Recommended projects include:

CENTRAL VALLEY SPORTSMEN'S CLUB (\$4,500)

- Purchase catfish and bluegill for the Annual Free Youth Fishing Derby at Woodward Park. This outdoor recreational activity is designed to introduce or reintroduce children from two to fifteen years of age to the sport of fishing.

CRITTER CREEK WILDLIFE STATION (\$7,250)

- Construction enclosure for rehabilitation of orphaned or injured red and gray foxes.

FRESNO COUNTY SPORTSMEN'S CLUB (\$8,900)

- Purchase pheasants for a junior pheasant hunt to be conducted at the Mendota Wildlife Area. Purchase certificates and frames, and money for cash awards for contestants of the 51st Annual Pollution and Fire Prevention Poster Contest. Sponsor two youth to attend the Covey Kids Natural Resources Camp. Purchase catfish and/or rainbow trout and supplies for the Watson Moore Disabled Persons Fishing Derby to be held at the Fresno County Sportsmen's Club.

FISH AND GAME PROPAGATION FUND – 4350

KINGS RIVER BASS CLUB (\$7,500)

- Purchase 5,000 Florida strain large mouth bass fingerlings for planting at Pine Flat Lake.

QUAIL UNLIMITED (\$4,700)

- Sponsor eight youth from Fresno County to attend the Covey Kids Natural Resources Camp. Boys and girls from ages eight to fifteen receive education in a variety of natural resources and recreation topics. Purchase and install one 500 gallon water guzzler in the San Joaquin River Gorge or Pine Flat Lake, Secata Ridge area.

HUNTINGTON LAKE BIG CREEK HISTORICAL SOCIETY (\$1,200)

- Provide camping opportunities for inner-city youth from the Clovis Boys and Girls Club. Up to 45 children will be chaperoned at the Boy Scout Camp Silver Fir.

SUMMARY OF REVENUES

- Recommended revenues of \$108,952 represent a 13% (\$16,907) decrease from the current year.
 - Fines, Forfeitures and Penalties – An increase in estimated revenues are based on actual State Fish and Game fines received.
 - Use of Money and Property – Reflects a decrease in interest earnings from the 2005-06 level.
 - Fund Balance – Reflects a decrease from the current year.

NOTES

DISPOSAL SITES ENTERPRISE FUNDS

BUDGETS 9020-9028

SOUTHEAST REGIONAL DISPOSAL SITE

BUDGET 9020 Solid Waste Enterprise Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 67	\$ 21,071	\$ 21,026	\$ (45)	0%
Services & Supplies	277,885	560,263	624,516	64,253	11%
Fixed Assets	0	0	19,000	19,000	100%
Total Appropriations	\$ 277,952	\$ 581,334	\$ 664,542	\$ 83,208	14%
<u>Revenues</u>					
Misc. Revenues	\$ 175,213	\$ 210,000	\$ 203,000	\$ (7,000)	-3%
Use of Money & Property	17,358	18,000	17,400	(600)	-3%
Charges for Services	0	6,000	6,000	0	0%
Fund Balance	85,381	347,334	438,142	90,808	26%
Total Revenues	\$ 277,952	\$ 581,334	\$ 664,542	\$ 83,208	14%
<u>Net Income/(Loss)</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%

FRESNO/CLOVIS METROPOLITAN SOLID WASTE COMMISSION

BUDGET 9023 Solid Waste Enterprise Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 779	\$ 7,721	\$ 5,997	\$ (1,724)	-22%
Total Appropriations	\$ 779	\$ 7,721	\$ 5,997	\$ (1,724)	-22%
<u>Revenues</u>					
Use of Money & Property	759	1,200	1,200	0	0%
Fund Balance	\$ 20	\$ 6,521	\$ 4,797	\$ (1,724)	-26%
Total Revenues	\$ 779	\$ 7,721	\$ 5,997	\$ (1,724)	-22%
<u>Net Income/(Loss)</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%

SHAVER LAKE TRANSFER STATION

BUDGET 9024

Solid Waste Enterprise Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services & Supplies	\$ 2,793	\$ 9,536	\$ 9,457	\$ (79)	-1%
Other Charges	0	250	633	383	153%
Total Appropriations	\$ 2,793	\$ 9,786	\$ 10,090	\$ 304	3%
<u>Revenues</u>					
Use of Money & Property	\$ 344	\$ 225	\$ 300	\$ 75	33%
Fund Balance	2,449	9,561	9,790	229	2%
Total Revenues	\$ 2,793	\$ 9,786	\$ 10,090	\$ 304	3%
<u>Net Income/(Loss)</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%

AMERICAN AVENUE DISPOSAL SITE

BUDGET 9026 Solid Waste Enterprise Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 1,195,596	\$ 1,539,722	\$ 1,675,057	\$ 135,335	9%
Services & Supplies	5,569,315	7,677,507	9,562,964	1,885,457	25%
Other Charges	1,596,751	13,152,209	818,729	(12,333,480)	-94%
Residual Equity					
Transfer	0	0	0	0	0%
Fixed Assets	1,889,647	10,942,000	11,109,622	167,622	2%
Total Appropriations	\$ 10,251,308	\$ 33,311,438	\$ 23,166,372	\$ (10,145,066)	-30%
<u>Revenues</u>					
Misc. Revenue	\$ 13,754	\$ 6,000	\$ 9,000	\$ 3,000	50%
Charges for Services	11,948,065	13,031,228	11,008,082	(2,023,146)	-16%
Use of Money & Property	1,491,806	1,388,578	1,017,378	(371,200)	-27%
Fund Balance	(3,202,317)	18,885,632	11,131,912	(7,753,720)	-41%
Total Revenues	\$ 10,251,308	\$ 33,311,438	\$ 23,166,372	\$ (10,145,066)	-30%
<u>Net Income/(Loss)</u>	\$ (0)	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	22	22	22	0	

COALINGA DISPOSAL SITE

BUDGET 9028

Solid Waste Enterprise Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 107,488	\$ 159,208	\$ 170,592	\$ 11,384	7%
Services & Supplies	499,291	542,853	637,412	94,559	17%
Other Charges	18,870	36,441	10,891	(25,550)	-70%
Fixed Assets	0	0	0	0	0%
Total Appropriations	\$ 625,649	\$ 738,502	\$ 818,895	\$ 80,393	11%
<u>Revenues</u>					
Charges for Services	\$ 458,573	\$ 554,970	\$ 467,374	\$ (87,596)	-16%
Use of Money & Property	23,695	25,000	23,000	(2,000)	-8%
Fund Balance	143,381	158,532	328,521	169,989	107%
Total Revenues	\$ 625,649	\$ 738,502	\$ 818,895	\$ 80,393	11%
<u>Net Income/(Loss)</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 0	\$ 0	\$ 0	\$ 0	0%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	2	2	2	0	

DISPOSAL SITES AND TRANSFER STATIONS – 9020-9028

FUNCTION

Fresno County operates the regional American Avenue Landfill, a small landfill near Coalinga, and a small transfer station at Shaver Lake. The County also maintains, as required by law, the Southeast Regional Disposal Site which is a closed facility. Financing for the two open and one closed disposal sites is funded through three individual enterprise funds and are detailed in three separate budgets (9020, 9026, and 9028). The Shaver Lake Transfer Station (9024) is currently funded through sufficient cash reserves and operates under a private contract. In addition, the Fresno-Clovis Metropolitan Solid Waste Commission is financed through a separate enterprise fund (9023).

Recommended funding for operation of the three disposal sites continues to be directed by State legislative action in terms of surcharges payable to the State for State solid waste activities, mandated planning, and regulatory requirements.

OVERVIEW

DISPOSAL SITE OPERATIONS

- Southeast Regional Disposal Site - 9020 Budget – The recommended budget of \$664,542 reflects a 14% (\$83,208) increase in appropriations from the 2005-06 Adopted Budget. Recommended funding provides for on-going closure/postclosure maintenance activities such as groundwater and methane monitoring.
- Fresno-Clovis Metropolitan Solid Waste Commission (FCM/SWC) - 9023 Budget – The recommended budget of \$5,997 represents a 22% (\$1,724) decrease in appropriations from the 2005-06 Adopted Budget due primarily to lessened Countywide cost allocation for Auditor-Controller charges.
- Shaver Lake Transfer Station - 9024 Budget – The recommended budget of \$10,090 represents a 3% (\$304) increase in appropriations and revenues over the 2005-06 Adopted Budget.
- American Avenue Disposal Site - 9026 Budget – The recommended budget of \$23,166,372 reflects a 30% (\$10,145,066) decrease in appropriations from the 2005-06 Adopted Budget due primarily to the redemption of the 1995 Solid Waste Revenue Bonds in 2005-06. Recommended appropriations include \$6,000,000.00 for the Reclamation of Phase I (30 acres). Recommended funding assumes operating the disposal site with tonnages averaging 1,429 tons per day.

Funding includes \$1,625,750 for the preparation of plans and specifications and the installation of the Phase III Leachate Collection and Recovery System. Recommended funding also includes \$1,500,000 for the acquisition of properties to provide a land buffer and \$150,000 for roadway repairs.

Staffing is recommended at 22 positions, representing no changes from the current year level.

- Coalinga Disposal Site - 9028 Budget – The recommended budget of \$818,895 represents a 11% (\$80,393) increase in appropriations from the 2005-06 Adopted Budget.

DISPOSAL SITES AND TRANSFER STATIONS – 9020-9028

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Salaries and Benefits represent a 8.6% increase over 2005-06.

Recommended funding includes:

- An increase in the Workers' Compensation rate based on loss experience.
- An increase in Health Insurance Contributions based on higher rates.
- Negotiated benefit adjustments and normal step advances.

FIXED ASSETS

- Budget 9026 – American Avenue Disposal Site

Fixed Assets (\$11,109,622):

(1) Roll-off Truck.....	\$ 150,500.....	New-Needed for hauling of appliances, separated from the waste stream to comply with State law, to a recycling facility.
(1) Carpet Pole/Fork.....	10,000.....	New-Needed to move Alternative Daily Cover (ADC) film rolls.
(6) Roll-off Bins.....	24,372.....	New-Needed for storage and hauling of appliances, separated from the waste stream to comply with State law, to a recycling facility.
(1) Skid Steer.....	52,000.....	New-Needed for transferring appliances from the unloading area to roll-off bins.
(1) Diesel Tank Trailer	38,500.....	New-Needed to deliver fuel and as additional fuel storage in the event the service vehicle and/or the onsite fuel pump experience failure.
(1) 8" Water pump	42,500.....	New-Needed to pump water from the Phase III expansion modules.
(1) Dozer.....	1,175,000.....	Replacement-Existing Aging Dozer
(1) ADC Film Deployment System	50,000.....	New-Will reduce Alternative Daily Cover (ADC) costs and extend landfill life
(1) GPS Rover Unit	40,000.....	New-Increase Productivity
(2) Computer-Aided Earth Moving Sys. .	150,000.....	New-Increase Productivity
(1) Back-up Scale Equipment.....	5,000.....	Replacement-Back up to existing scale
(1) 4x4 Utility Vehicle.....	21,000.....	New-Needed for groundskeeping on site
Land Acquisition	1,500,000.....	New-Acquire Property Adjacent to Landfill as a Buffer
Reclamation of Phase I	6,000,000.....	Mitigate Liability for Unlined Portion of Landfill
Roadway Repairs	150,000.....	Repair-Seal, and Repaint Worn Roadways

DISPOSAL SITES AND TRANSFER STATIONS – 9020-9028

(1) Leachate Collection & Recov. Sys .1,625,750 New-Mandated Regulatory Requirement
Electrical Connection75,000 New-Connection from Back-up Generator
to Fueling System and Well

- Budget 9020 – Southeast Regional Disposal Site

Fixed Assets (\$19,000):

(1) Back-up Flare Blower.....\$ 19,000 Replacement-Needed to ensure
regulatory compliance in case of blower
failure

SUMMARY OF REVENUES

- Total revenues are recommended at \$24,665,869, a 29% decrease over the current year due to a decrease in appropriations.
 - Miscellaneous Revenues – Represent a decrease based on decreased tonnages received from cities paying into the Southeast Regional postclosure surcharge.
 - Charges for Services – Represent a decrease due primarily due to lower estimated revenues from decreased tipping fees the American Avenue Landfill.
 - Use of Money and Property – Primarily consists of interest earned on accumulated cash balances for the American Avenue Disposal Site. Cash balances decreased as a result of the bond payoff and refunds of tipping fee overcharges. Revenues are also estimated at a decrease from the current year.
 - Fund Balance – Estimated at an overall decrease related primarily to the decrease in appropriations needed for the American Avenue and Coalinga Disposal Sites.

PENDING FACTORS

The Board of Supervisors approved a reduction in the general refuse tipping fee for the American Avenue Disposal Site from \$28.80 to \$21.25 per ton effective July 1, 2005. The Board also authorized the refund of the outstanding bonds and a refund of \$25,059,600. The reduction in revenue and reserves will be monitored to determine the impact on the Enterprise Fund.

DISPOSAL SITES AND TRANSFER STATIONS
- AMERICAN AVENUE DISPOSAL – 9026

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>CURRENT</u>	<u>POSITIONS RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
5401	Disposal Site Supervisor	1747	1	1	\$ 57,802
5402	Disposal Site Attendant I	734	4	4	93,612
5403	Disposal Site Attendant II	827	2	2	55,382
5406	Supervising Disposal Site Attendant	1017	1	1	32,178
5404	Disposal Site Equipment Operator I	1130	3	3	101,085
5407	Disposal Site Equip. Operator II	1277	9	9	386,594
5408	Disposal Site Lead Supervisor	1540	2	2	97,861
TOTAL REGULAR SALARIES			22	22	\$ 824,514

DISPOSAL SITES AND TRANSFER STATIONS
- COALINGA DISPOSAL – 9028

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>CURRENT</u>	<u>POSITIONS RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
5403	Disposal Site Attendant II	827	1	1	\$ 27,688
5407	Disposal Site Equipment Operator II	1277	1	1	42,076
TOTAL REGULAR SALARIES			2	2	\$ 69,764

LOCAL AGENCY FORMATION COMMISSION SUPPORT

BUDGET 4371

General Fund

	Actual 2004-05	Adopted 2005-06	Recommended 2006-07	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries & Benefits	\$ 207,343	\$ 370,051	\$ 435,836	\$ 65,785	18%
Other Charges	110,113	196,602	206,679	10,077	5%
Total Appropriations	\$ 317,456	\$ 566,653	\$ 642,515	\$ 75,862	13%
<u>Revenues</u>					
Charges for Services	\$ 207,343	\$ 370,051	\$ 435,836	\$ 65,785	18%
Total Revenues	\$ 207,343	\$ 370,051	\$ 435,836	\$ 65,785	18%
<u>Net County Cost</u>	\$ 110,113	\$ 196,602	\$ 206,679	\$ 10,077	5%
	Budgeted 2004-05	Current 2005-06	Recommended 2006-07	Increase/ Decrease	
Position Summary	5	5	5	0	

LOCAL AGENCY FORMATION COMMISSION SUPPORT – 4371

FUNCTION

This budget appropriates funds for Fresno County's contribution to the Local Agency Formation Commission (LAFCo) under the provisions of Assembly Bill 2838 (Statutes of 2000, Chapter 761). Effective July 1, 2001, LAFCo became a separate entity, with the cities and the County each being responsible for one-half of its net operating costs, after adjusting for revenues received directly by LAFCo. Under an agreement approved by the Board of Supervisors in May 2001, and as required by Assembly Bill 2838, the County also provides staffing and support services to LAFCo on a contract basis and established a Special Revenue Fund to account for all costs and revenues associated with the LAFCo operation.

The Local Agency Formation Commission is responsible under State law to review and hold hearings on all proposals for change in organization, reorganization, annexation, and detachments for cities and special districts in the County. The Commission is also responsible for determining and periodically updating the sphere of influence for each special district and city. Although the function is required by State law, the level of review is at the discretion of the Commission.

OVERVIEW

The 2006-07 Recommended Budget of \$642,515 reflects a \$10,077 (5%) increase in net County cost over the 2005-06 Adopted Budget. Funding represents the salary and benefit costs for LAFCo personnel in accordance with the support services agreement between LAFCo and the County, and the County's financial contribution to LAFCo in accordance with the provisions of Assembly Bill 2838. Staffing is recommended at the current year level of five positions. Administrative and support services costs in this budget and in other County department budgets will be recovered from LAFCo by the respective County departments.

SUMMARY OF CAO RECOMMENDATIONS

SALARIES AND BENEFITS

- Salaries and Benefits represent an 18% increase over the current year. This includes recruitment of a new Executive Director at a salary range of \$90,000-\$110,000, increases in employee benefits and the full-year costs for a Program Technician position added in the fiscal year 2005-06. These costs are fully reimbursed by LAFCo.

OTHER CHARGES

- Other Charges of \$206,679 represent the County's contribution to LAFCo under the provisions of Assembly Bill 2838.

SUMMARY OF REVENUES

- Charges for Services of \$435,836 represent reimbursement from the LAFCo Special Revenue fund (4825) for salary and benefit costs in accordance with the support services agreement between LAFCo and the County.

LOCAL AGENCY FORMATION COMMISSION SUPPORT – 4371

REGULAR SALARIES

BUDGETED POSITIONS

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>CURRENT</u>	<u>POSITIONS RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
8069	LAFCo Executive Officer	E	1	1	\$ 110,000
2294	Sr. Staff Analyst	F	1	1	68,132
3166	Administrative Secretary-Conf	1325	1	1	42,670
3620	Program Technician I	1146	1	1	30,356
3145	Secretary I-Conf.	873	1	1	26,014
TOTAL REGULAR SALARIES			5	5	\$ 277,172

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VII. GLOSSARY OF BUDGET TERMS

A-87 – This alpha/numeric designation refers to those costs allocated to County departments under the Countywide Cost Allocation Plan to cover central administrative and overhead expenses.

ACCOUNT – A classification of expenditure or revenue. Example: “Office Expense” is an account in “Services and Supplies.”

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

APPROPRIATION LIMITS – Proposition 4 (November 1979) limited County-allowable expenditures to those budgeted in FY 1979 with annual increases for population and cost of living. Also known as the “Gann limit.”

ASSESSED VALUATION – A valuation set upon real estate or other property by the County or State Board of Equalization as a basis for levying taxes.

AUTHORIZED POSITIONS – Positions approved by the Board of Supervisors and included in the County’s Salary Resolution.

AVAILABLE FINANCING – All the components of financing a budget, including available fund balance, revenues, equity transfers and reductions of reserves.

AVAILABLE FUND BALANCE – The amount of fund equity available to finance the budget after deducting encumbrances, reserves and designations which identify limitations of its availability.

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

BUDGET UNIT – An organizational unit that includes all accounts for which the Board of Supervisors approves a legal appropriation. A department or system may have one or more budget units assigned to it.

CALWORKS – CALIFORNIA’S VERSION OF WELFARE REFORM ADOPTED UNDER ASSEMBLY BILL 1542.

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

CHARGES FOR SERVICES – Revenues resulting from fees for services provided to businesses, individuals and other governmental agencies.

COLA – Cost of living adjustment.

CONTINGENCY – An amount not to exceed 15 percent of specified appropriations of the fund, in which it is allocated, appropriated for unforeseen expenditure requirements.

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

NON-DEPARTMENTAL REVENUES – The main operating funds of the County's General Fund accounting for expenditures and revenues for Countywide activities.

DEPARTMENT – An organizational device used by County management to group programs of like nature.

DESIGNATION – For government fund types, a segregation of a portion of the unreserved fund balance to indicate tentative plans for financial resource utilization in a future period, such as for general contingencies, equipment replacement or financing receivables.

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

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

E.R.A.F. – Refers to the Educational Revenue Augmentation Fund was first established by the State of California in FY 1992-93. This fund was established by the State to allow distribution of property tax funds that were shifted from cities, special districts and the County to offset cuts in State revenues to schools.

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

FINAL BUDGET – Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve a Final Budget by October 2 each year.

FISCAL YEAR – Twelve-month period for which a budget is prepared. The fiscal year for Fresno County is July 1 through June 30.

FIXED ASSET – A tangible item of a long-term character such as land, buildings, furniture and other equipment with a unit cost in excess of \$5,000.

FUNCTION – A group of related budget units aimed at accomplishing a major service for which a governmental unit is responsible. The State Controller specifies these designations. Example: "Public Protection" is a function.

FUND – An independent fiscal and accounting entity with a self-balancing set of accounts. Revenue from the Countywide property tax as well as other sources is deposited in the General Fund for the support of a wide variety of activities. Other revenues are deposited in special funds which support appropriations for limited purposes. Examples are the Road and Library funds which exist to segregate money that is legally required to be expended for specific purposes.

FUND BALANCE – The excess of assets of a fund over its liabilities. A portion of this balance may be available to finance the succeeding year's budget. "Carryover" or "Carryover Funds" are terms synonymous with Fund Balance.

GA or GR – General Assistance (GA) or General Relief (GR), a State mandated local program funded entirely by counties, which provides cash assistance to indigent individuals who are not eligible for other forms of public assistance.

GENERAL FUND – The main operating fund of the County. The bulk of the property tax rate is represented by this fund.

GENERAL RESERVE – An amount in a fund used to meet 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.

GRANT – A contribution from one governmental unit to another, usually made for a specific purpose and time period.

HUMAN SERVICES SYSTEM – A system of four departments established by the Board of Supervisors in 1997-98 which integrates health, mental health and social services functions under one administrative hierarchy. These functions were decentralized by Board of Supervisors action on May 18, 2004.

IHSS – In-Home Supportive Service (IHSS) provides services to eligible elderly and disabled persons who are unable to remain safely in their own homes without assistance.

INTERNAL SERVICE FUND – An organization created to perform specified services for other County departments. The services performed are charged to the user department. Example: Data Processing services.

INTRAFUND TRANSFER – An account used to budget for transfers of costs between budget units in the same fund. Intrafund transfers are used to distribute staff costs for budgetary and internal operating statement purposes.

MANDATED PROGRAMS – Mandated programs are those programs and services which the County is required to provide under specific State and/or Federal law.

MATCH – The term “match” refers to the percentage of local discretionary County monies in the General Fund which, by law, must be used to match a certain amount of State and/or Federal funds.

MEASURE B – A $\frac{1}{8}$ of 1% sales tax to provide needed funding to maintain local public libraries; to restore operating hours; and to provide literacy and other library services for children, adults, and seniors.

MEASURE C – A $\frac{1}{2}$ cent Fresno County sales tax revenue for highway, capital improvements and local transportation purposes determined to be priority projects by local governments to which the funds are allocated.

MEDI-CAL – Medi-Cal, California’s Medicaid program is a Federal-State cooperative medical care financing program for low-income elderly, disabled, children and families.

MOE – A Maintenance-of-Effort (MOE) requirement is the amount of money that the County must spend for services it is required to provide to be eligible for Federal or State program funds.

NET COUNTY COST – Costs within General Fund departments financed with the County’s non-departmental (discretionary) revenues.

NEGOTIATED SALARY ADJUSTMENTS – Employee salary adjustments as approved by the Board of Supervisors under contracts (Memorandum of Understanding) with the County's 21 bargaining units.

OBJECT LEVEL – A major category of appropriation. Examples: "Salaries and Employee Benefits" and "Services and Supplies".

OTHER CHARGES – A category of appropriations for payment to an agency, institution or person outside the County government.

PCSP – Personal Care Services Program which provides in-home services for Medi-Cal eligible clients.

PROGRAM REVENUE – Revenue which is derived from and dedicated to specific program operations.

PROPOSED BUDGET – The County Administrative Office's annual recommended budget to the Board of Supervisors.

PROPOSITION 172 – Proposition 172, passed in November 1993, and established a ½ cent sales tax to be used to fund eligible public safety activities. The Sheriff, District Attorney and Probation Departments are eligible for funding under this proposition. The Board of Supervisors approved, beginning in FY 2004-05, sharing a portion of the actual growth in Prop. 172 with all fire districts that suffer a net loss due to the ERAF shift to the State.

REAL PROPERTY – Land and the structures attached to it.

REALIGNMENT REVENUE – State revenues allocated to counties by law that are derived from statewide sales tax collections and vehicle license fees. These revenues are allocated yearly and are dedicated to County operated social services, health, mental health and juvenile justice delinquency prevention programs. The name of the revenues is derived from the State's 1991 budget package which shifted the State's responsibility for non-federal funding for health and social services programs to counties.

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

RESERVE – An account used to earmark a portion of fund equity which is legally or contractually restricted for future use, or not available for expenditure.

RESIDUAL EQUITY TRANSFER – An account used to transfer equity between funds primarily for the purchase of computer and communications equipment and fleet vehicles.

RETAINED EARNINGS – An equity account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.

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

SALARIES AND EMPLOYEE BENEFITS – An object of expenditure which establishes all expenditures for employee related costs.

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

SECURED TAXES – Taxes levied on real properties in the County which are “secured” by a lien on the properties.

SERVICES AND SUPPLIES – An object of expenditure which establishes expenditures for the operating expenses of County departments and programs.

SPECIAL DISTRICT – Independent unit of local government generally organized to perform a function(s) for a specific area. Examples: street lighting, waterworks and libraries.

SPENDING LIMITS – Refers to the Gann Initiative (Proposition 4 on the November 1979 ballot) which imposed limits on the allowable annual appropriations of the State, schools, and most local agencies. The limit is generally prior year appropriations factored by Consumer Price Index and population changes.

SSI/SSP – Supplemental Security Income/State Supplementary Program (SSI/SSP) provides cash assistance to eligible aged, blind and disabled persons. The program in California consists of a Federal SSI payment and a State supplement, the SSP payment. Federal law establishes minimum grant payment levels.

SUBVENTION – Payments by an outside agency (usually from a higher governmental unit) for costs which originate in the County.

TANF – Temporary Assistance for Needy Families (TANF) was created by the new welfare reform law to replace Aid to Families with Dependent Children, Employee Assistance and GAIN. It provides a block grant to states to assist needy families and creates new work requirements and time limits.

TEETER PLAN – A plan whereby 100% of the secured property taxes levied are apportioned to eligible agencies instead of the historical practice of apportioning 100% of taxes that have been collected.

TRANSITIONAL BENEFITS – Usually used in reference to childcare or Medi-Cal, transitional benefits provide continued support after cash assistance ends. For example, in California, a family that leaves TANF for work continues to be eligible for Medi-Cal for a set period of time after leaving the TANF program.

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

UNREIMBURSED COST – The difference between total appropriations and total revenues for a given department.

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