

County of Fresno
2014-2015 Proposed Budget

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County of Fresno

COUNTY ADMINISTRATIVE OFFICE

JOHN NAVARRETTE

COUNTY ADMINISTRATIVE OFFICER

May 21, 2014

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

Dear Board of Supervisors Members:

For the first time, in this, my sixth budget transmittal letter as Administrative Officer for the County of Fresno, it is my pleasure to be able to present a balanced recommended budget which recognizes positive economic change through modest growth in Countywide revenues coupled with beneficial results from instituting the prudent policies and practices that have been directed by your Board over the preceding years of fiscal challenges.

Throughout departments Countywide, core services are gradually being recommended for increased funding and positions are slowly beginning to be restored following a few years of lowered staffing levels. The salary reductions for employees which were instituted as a strategic response during the years of fiscal constraints are incrementally being addressed. During the current year, progress was made as compaction issues were addressed and the extraordinary countywide promotion and hiring controls were eliminated. As the fiscal outlook improves, your Board directed County Personnel to proceed in labor negotiations with a cautious, sustainable approach to dealing with employee recruitment and retention.

The recommended budget includes appropriations to fund a total of 7120 positions, with 61 new positions in general fund departments and 8 added positions across the other budgetary funds. Appropriations also support the ongoing annual costs of actions taken in the current year: \$5.8M cost of lifting the promotion controls; \$2.5M increase to the County's healthcare contribution, and \$2.9M for the salary step conversion. While the year-over-year employer contribution to the retirement association and the payment of pension obligation bonds continues to grow in FY 2014-15, that cost is partially offset by cost reductions realized from implementing Tier IV and the impacts of the Public Employees' Pension Retirement Act (PEPRA) with a combined total cost reduction of approximately \$3.5M.

Fiscal challenges addressed with appropriations and designations in the FY 2014-15 Recommended Budget include the potential end of third party payer participation in the payment of certain pension obligation bond debt service costs estimated at \$8.9M for the first year; the payment due to the Road Fund for the Proposition 42 Maintenance-of-Effort of \$5.5M by June 30, 2015; the staffing level for the Sheriff's department at \$5.95M,

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including the results of the jail staffing study commissioned as part of the settlement discussions; and specialty healthcare services for those without documentation of legal residence given the adjustments to healthcare realignment funding instituted by the State in the current year as the first full-year of redirection of health realignment dollars begins in FY 2014-15. The ability to respond to these situations is due in large part to the foresight and long range planning done over the previous fiscal years by your Board. As outcomes on some of the pending issues are reached, some of these funds may become available to address other Board priorities in the future. This office intends to provide updates to your Board and the public during the quarterly budget updates.

The Affordable Care Act, which expands Medi-Cal services to individuals with income between 138% and 400% of the Federal Poverty Level, became effective January 1, 2014. This major program change has been a factor in the current year for the Department of Social Services during enrollment prior to the effective date, and to the Departments of Behavioral Health (DBH) and Public Health (DPH) as funding and service delivery are redefined under the new system of health care financing. The impacts of Assembly Bill (AB) 85 on Health Realignment funding available locally, resulted in the need for a public hearing to make the determination that transferring 10% of Mental Health realignment funds is the most cost effective use of available resources to maximize client outcomes for both the current fiscal year, as well as FY 2014-15. Negotiations with the State Departments of Health Care Services and Finance are ongoing in attempts to achieve more equitable funding to serve all indigent residents of Fresno County.

Implementation of AB 109 Public Safety Realignment continued in FY 2013-14 with approval of updates to the 2011 Implementation Plan along with funding for programs and services by the Community Corrections Partnership (CCP) on October 15, 2013 and the Board of Supervisors on January 14, 2014. Increases in funding focused on correctional supervision for the jail, post release community supervision officers, data positions, a jail records unit, and a continued emphasis on creating, expanding, and implementing community and agency resources for the offending populations. These include funding for staff, programs, and services as follows:

- With the number of Post Release Community Supervision offenders being above State estimates for Fresno County, the number of Deputy Probation Officers was increased to bring the supervision ratios in the AB 109 unit closer in line with the supervision standards included in the CCP plan.
- To meet the growing and continuous data needs related to public safety realignment, two data positions were approved. These positions will assist with Fresno County's participation in the Pew Results First Initiative, the Public Policy Institute of California (PPIC), and the Urban Institute research efforts.
- With the increase in the inmate population in the last two years and 20-25% of the population comprised of AB 109 inmates, additional supervision was necessary. Therefore, four Sergeant positions were added as first line supervisors to assist the staff and to take immediate action, as necessary, during incidents related to the inmate population.
- With the implementation of AB 109 locally, there was a significant increase in long-term commitments and with them, an influx of legal and judicial documents. As the

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custodian of records for all AB 109 commitments to the Jail, the Sheriff's office requested, and was approved, to add four Program Technician positions to process commitment packets received from the Court.

- An allocation was made for in-custody, out-of-custody, and pre-trial counseling services for identified offenders. Services were designed to target the individual behavior of offenders and to provide services to family members to reduce recidivism and increase the offenders' chance of success in the community, as well as improve family functionality.
- Funding for a contract to provide employability services for offenders was also added. This was done to help offenders who have little to no work experience and/or have difficulty keeping a job, as well as job placement services. Ancillary services such as job coaching and counseling, including substance abuse education and social work services that focus on pro-social development to increase job retention, would also be provided.

As a member of the Realignment Allocation Committee, I continue to stress the need for the longer term AB 109 allocation formula (beginning in FY 2014-15) to properly fund high caseload counties. This is essential in high caseload counties, such as Fresno, where a high unemployment rate, coupled with high poverty levels, limits the local resources available to provide required services to adequately meet the needs of the realigned population.

In the current fiscal year, Fresno County took significant steps to address healthcare access for adult inmates and juvenile wards and made necessary facility improvements in the jail system. These steps will continue in FY 2014-15. DPH and DBH have historically provided State and Federal mandated medical and behavioral healthcare to the adult inmate and juvenile ward populations housed at the County's Adult Detention Facilities (Jail) and the Juvenile Justice Campus (JJC). DPH currently provides medical and behavioral healthcare services to approximately 3,000 adult inmates housed within the Jail facilities and also provides medical healthcare services to approximately 300 juvenile wards housed at the JJC. DBH provides behavioral healthcare services to the juveniles at the JJC.

On September 10, 2013, the Board of Supervisors authorized and directed the CAO, DPH, and DBH to initiate a competitive bidding process and issue a Request for Proposal (RFP) for the provision of comprehensive medical and behavioral health care services in the Jail and JJC. On March 25, 2014, the Board of Supervisors approved a three-year contract (with the option to renew for two additional one-year periods) with Corizon Health, Inc. Since approval of the agreement, DPH and DBH have been coordinating with the contractor and affected County staff to establish an effective transition plan to commence services in the adult and juvenile detention facilities beginning June 23, 2014. Emergency, inpatient hospitalization, and outpatient specialty care services for the adult inmates and juvenile wards will begin when the County provides Corizon Health, Inc. with a 30-day advance written notice (in the interim these services will continue to be provided under the current contract with Community Regional Medical Center).

On October 29, 2013, the Board of Supervisors approved \$2M in funding to update and extend the useful life of the South Annex Jail (SAJ). The areas being addressed include: replacing corroding and failing plumbing fixtures/pipes in the original building (to be

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scheduled); Heating, Ventilation and Air Conditioning (HVAC) – limited/selective duct cleaning, replacement of a failing air handler coil, upgrading an air handler fan in the basement to increase air flow/circulation and improve efficiency of heating and cooling, servicing the chillers and cleaning the cooling tower (completed); replacing one and rebuilding one automatic transfer switch to assure that emergency generators will transfer power to the building during an electrical outage, cleaning electrical panels and replacing defective breakers (in process). On that same date, the Board of Supervisors also approved \$1M to address a variety of issues at the Fresno County Detention Facilities including necessary facility modifications (e.g., accessible showers). A consultant has been hired to complete an Americans with Disability Act (ADA) transition plan for the jail facilities. The plan is expected to be completed by late July/early August 2014. Once completed, staff will proceed with scheduling necessary facility modifications.

In a highly competitive process for a limited amount of funds (\$500,000,000 available statewide), Fresno County was successful in its efforts to secure State funds to replace the 1940's SAJ with the proposed West Annex Jail project that will contain new generation pods along with space to provide treatment programs. The need for these types of beds and programs was further amplified with the implementation of AB 109 (the Public Safety Realignment Act), which became operational on October 1, 2011. The current Jail Detention Facilities were not designed for the AB 109 population or for providing the treatment programs and services that these offenders need.

On October 22, 2013, the Board of Supervisors allocated the required matching funds and authorized the County's submittal of an application to the California Board of State and Community Corrections (BSCC) for State SB 1022 funding in the amount of \$79,194,000 for construction of a 300-bed West Annex Jail project; including treatment programs and a shipping/receiving/laundry facility. As a large county (population exceeds 700,000), the County of Fresno was eligible to submit an application requesting State Lease Revenue Bond financing for up to \$80,000,000. On January 16, 2014, the BSCC approved Fresno County's application in the fully requested amount of \$79.2M. As a successful applicant, Fresno County is conditionally approved for funding and must now complete the necessary approval process, which includes site assurance, completion of real estate due diligence, approval of Fresno County's project by the BSCC and the State Public Works Board at various stages, executing the necessary agreements, and State Lease Revenue Bonds being sold for the approved project.

The proposed West Annex Jail will be 3 floors with 300 medium/maximum security beds and will be located west of the North Annex Jail. Once the new West Annex Jail is constructed and ready for occupancy, the SAJ will be taken off line. The West Annex Jail will replace outdated linear cells with new generation pods and allow for greater observation and supervision of inmates. Of equal importance, it will provide necessary housing, treatment, and program space for special needs inmates, specifically those with behavioral health issues. It will also include a new centralized video visitation area on the first floor and a new separate shipping/receiving/laundry area.

The annual cost of operating the SAJ is approximately \$15M with 91 positions allocated to the facility. Of this number, 65 positions will be transferred to operate the new West Annex Jail facility. Of the remaining staff, 4 will remain in the SAJ to staff the Court Holding Area and the remaining 21 positions will be available for the Sheriff to transfer to the Main and North Annex Jails. Five new program staff positions, required to operate the West Annex

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Jail, will be funded with the Inmate Welfare Fund and current services and supplies costs along with medical/mental health costs associated with operating the SAJ will be re-allocated to operate the West Annex Jail so additional net County cost will not be required.

Staff is proceeding with the required steps to successfully complete the processes necessary for the receipt of State funds and the completion of the project with occupancy expected in late 2019.

Acknowledgements

This document reflects the diligent efforts of many Fresno County employees, from appointed and elected Department Heads, departmental business managers and budget staff, program and operation staff, clerical support and others. Sincere thanks are due and given to all, especially the departments of the Auditor-Controller/Treasurer-Tax Collector and Internal Services, who are essential partners in the production and distribution of this budget material to the Board and to the public. Since December of 2013, the entire County Administrative Office team, including all analysts and administrative support staff, has been involved in planning, strategizing, instructing, coordinating, reviewing, balancing, formatting and finalizing the documents that represent the FY 2014-15 Recommended Budget for your consideration. Documents have been made available to the Board and to the public well ahead of any required legal notification timelines in the interest of full transparency and disclosure in this public process.

Budget Hearing Schedule

Budget Hearings on the FY 2014-15 Fresno County Proposed Budget will begin on Monday, June 9, 2014 at 9:00 a.m. in the Board Chambers and may be continued from day-to-day until concluded, not to exceed a total of 14 calendar days.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'John A. Navarrette', with a stylized flourish extending from the end.

John A. Navarrette
County Administrative Officer

SUMMARY OF FUNDS

<u>REQUIREMENTS</u>	2013-14 Adopted	2014-15 Recommended	Increase/ (Decrease)
<u>General Fund</u>			
Administration and Fiscal	\$ 64,486,455	\$ 69,160,173	\$ 4,673,718
Contingencies/Resv./Designations	18,890,800	25,505,456	6,614,656
Justice Services	336,420,262	355,374,406	18,954,144
Land Use and Development	44,457,072	45,175,727	718,655
Capital Projects	0	0	0
Human Services	852,469,672	895,189,111	42,719,439
Internal Services	4,372,126	4,811,457	439,331
TOTAL GENERAL FUND	\$ 1,321,096,387	\$ 1,395,216,330	\$ 74,119,943
<u>Other Funds</u>			
Road	\$ 54,441,855	\$ 59,292,824	\$ 4,850,969
Reserve/Designation	2,801,719	0	(2,801,719)
Emergency Medical Services	1,361,195	1,543,668	182,473
Library Funds	29,504,872	29,080,345	(424,527)
Internal Service Funds	187,940,426	192,701,847	4,761,421
Reserve/Designation	3,342,328	2,667,936	(674,392)
Health & Welfare Trust	159,270,509	165,140,445	5,869,936
Local Revenue Fund 2011	126,493,591	143,259,032	16,765,441
Reserve/Designation	0	46,733	46,733
SB 678	0	3,261,292	3,261,292
Debt Service	10,029,523	10,033,748	4,225
Enterprise Funds	42,989,516	43,010,276	20,760
Reserve/Designation	8,362	549,609	541,247
Other Miscellaneous	9,280	8,593	(687)
Designation	8,920	8,703	(217)
TOTAL OTHER FUNDS	\$ 618,202,096	\$ 650,605,051	\$ 32,402,955
TOTAL REQUIREMENTS	\$ 1,939,298,483	\$ 2,045,821,381	\$ 106,522,898
<u>AVAILABLE FINANCING</u>			
<u>Revenues</u>			
Taxes	\$ 240,125,139	\$ 260,035,718	\$ 19,910,579
Licenses, Permits, and Franchises	8,902,054	9,311,749	409,695
Fines, Forfeitures, and Penalties	9,634,014	8,957,157	(676,857)
Use of Money and Property	3,748,677	2,726,858	(1,021,819)
State Aid	367,375,063	360,013,314	(7,361,749)
Federal Aid	359,608,082	371,526,903	11,918,821
Other Gov't'l Aid	3,270,171	3,518,410	248,239
Charges for Services	65,121,596	70,333,483	5,211,887
Miscellaneous Revenues	15,308,169	13,999,806	(1,308,363)
Other Financing Sources	278,160,364	318,734,276	40,573,912
Intrafund Revenues	33,225,236	27,753,451	(5,471,785)
Realignment Trust Funds	159,270,509	165,140,445	5,869,936
Local Revenue Fund 2011	126,493,591	143,305,765	16,812,174
SB 678	0	3,261,292	3,261,292
Enterprise Revenues	18,463,720	19,061,074	597,354
Internal Service Fund Revenues	186,344,651	190,203,793	3,859,142
TOTAL REVENUES	\$ 1,875,051,036	\$ 1,967,883,494	\$ 92,832,458
<u>Fund Balance</u>			
General Fund	\$ 30,983,437	\$ 39,533,050	\$ 8,549,613
Other Funds	33,264,010	38,404,837	5,140,827
TOTAL FUND BALANCE	\$ 64,247,447	\$ 77,937,887	\$ 13,690,440
TOTAL FINANCING	\$ 1,939,298,483	\$ 2,045,821,381	\$ 106,522,898

RECOMMENDED PERMANENT STAFFING

	CURRENT 2013-14	RECOMMENDED 2014-15	INCREASE/ (DECREASE)	
<u>GENERAL FUND</u>				
Administration & Fiscal Services	343	354	11	3%
Justice Services	2,222	2,254	32	1%
Land Use & Development Services	190	202	12	6%
Human Services	3,374	3,380	6	0%
TOTAL GENERAL FUND	6,129	6,190	61	1%
<u>OTHER FUNDS</u>				
Road/Disposal Funds	252	253	1	0%
Library Funds	313	315	2	1%
Internal Services Funds	357	362	5	1%
TOTAL OTHER FUNDS	922	930	8	1%
<u>TOTAL ALL FUNDS</u>	7,051	7,120	69	1%

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

	2013-14 ADOPTED NCC	2014-15 RECOMMENDED NCC	INCREASE/ (DECREASE)	
<u>SOURCES</u>				
<u>COUNTYWIDE REVENUES</u>				
COUNTYWIDE REVENUE	\$ 221.8	\$ 238.1	\$ 16.3	7%
REALIGNMENT VLF	34.3	36.5	2.2	6%
TOTAL COUNTYWIDE REVENUES	\$ 256.1	\$ 274.6	\$ 18.5	7%
<u>FUND BALANCE/RESERVES/DESIGNATIONS</u>				
FUND BALANCE	\$ 31.0	\$ 39.5	\$ 8.5	27%
TOTAL FUND BALANCE/RESERVES/DESIG.	\$ 31.0	\$ 39.5	\$ 8.5	27%
TOTAL GENERAL FUND SOURCES TO FINANCE NET COUNTY COST	\$ 287.1	\$ 314.1	\$ 27.0	9%
<u>DISTRIBUTION</u>				
ADMINISTRATION & FISCAL	\$ 35.7	\$ 39.4	\$ 3.7	10%
CONTINGENCIES/RESV./DESIGNATIONS	18.9	25.5	6.6	35%
JUSTICE SERVICES	152.6	165.6	13.0	9%
LAND USE & DEVELOPMENT	6.1	7.3	1.2	20%
HUMAN SERVICES SYSTEM	71.8	74.0	2.2	3%
INTERNAL SERVICES	2.0	2.3	0.3	15%
TOTAL DISTRIBUTION OF NET COUNTY COST	\$ 287.1	\$ 314.1	\$ 27.0	9%

PROPOSITION 172 BUDGETING AS DEPARTMENTAL REVENUE

	ADOPTED FY 2013-14	RECOMMENDED FY 2014-15
Prop 172 Total Estimated	\$60,225,000	\$63,025,463
Sheriff 64%	\$38,544,000	\$40,336,296
District Attorney 11%	\$6,624,750	\$6,932,801
Probation 25%	\$15,056,250	\$15,756,366

PROPOSITION 172 REVENUES ARE BUDGETED AT A 4.65%* INCREASE OVER CURRENT YEAR ADOPTED AMOUNTS

*As agreed upon by the Justice agencies (Sheriff, District Attorney, and Probation), the Auditor-Controller/Treasurer-Tax Collector, and the County Administrative Office.

**Sheriff
BUDGET 3111
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 133,512,476	\$ 141,383,625	\$ 149,500,218	\$ 8,116,593	6%
Services and Supplies	26,677,796	26,940,448	29,382,252	2,441,804	9%
Other Charges	6,911	-	-	-	0%
General Fixed Assets	3,287,858	36,000	-	(36,000)	-100%
Total Appropriations	\$ 163,485,040	\$ 168,360,073	\$ 178,882,470	\$ 10,522,397	6%
<u>Revenues</u>					
Licenses, Permits & Franchises	\$ 183,006	\$ 175,000	\$ 183,006	\$ 8,006	5%
Fines, Forfeitures & Penalties	1,145,346	498,663	500,000	1,337	0%
Rev From Use of Money & Prop	856	-	-	-	0%
Intergovernment Revenues - St	39,859,329	41,259,488	42,803,621	1,544,133	4%
Intergovernment Rev-Federal	1,580,312	2,001,914	2,551,035	549,121	27%
Intergovernment Revenue-Other	120,277	146,171	150,910	4,739	3%
Charges For Services	12,678,438	10,890,722	9,759,252	(1,131,470)	-10%
Miscellaneous Revenues	302,773	184,274	164,274	(20,000)	-11%
Other Financing Sources	27,987,578	30,652,359	33,500,979	2,848,620	9%
Intrafund Revenue	1,076,564	293,000	353,509	60,509	21%
Total Revenues	\$ 84,934,478	\$ 86,101,591	\$ 89,966,586	\$ 3,864,995	4%
<u>Net County Cost</u>	\$ 78,550,563	\$ 82,258,482	\$ 88,915,884	\$ 6,657,402	8%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	1,024	1,053	1,057	4	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

SHERIFF – 3111

FUNCTION

The Office of the Sheriff is responsible for the apprehension of criminal suspects for crimes committed in the unincorporated areas of Fresno County. This includes investigation, gathering documentation, preservation, analysis, and court testimony for evidence seized. The office of the Sheriff is also responsible for providing for judicial protection, bailiff services, public screening, and court security. A third major responsibility of the Sheriff is the operation of jail facilities for the County. The detention facilities are used to detain persons awaiting court appearance and to house convicted inmates sentenced to serve terms in the local jail. The Sheriff is also mandated to serve civil court documents and fulfills or facilitates crime prevention activities, often through community and youth services programs, that afford education, professional expertise, and a law enforcement presence for communities, schools, youth and neighborhood associations.

This budget funds these activities and includes Sheriff revenues from over 50 sources including inmate processing fees, Federal inmate housing charges, 2011 Realignment funding, contracts for law enforcement and Court security services, Public Safety Proposition 172 sales tax, various service fees and grant funding.

OVERVIEW

The FY 2014-15 Recommended Budget of \$178,882,470 represents a 6% (\$10,522,397) increase in appropriations over the FY 2013-14 Adopted Budget primarily due to full-year funding of positions added midyear FY 2013-14 and the budgeting of Services and Supplies associated with the Inmate Welfare Trust Fund program in this Org. The FY 2014-15 Recommended Budget reflects a 4% (\$3,864,995) increase in estimated revenue over the FY 2013-14 Adopted Budget primarily due to an increase in budgeted Inmate Welfare Trust funds, Trial Court Security funding and estimated Proposition 172 revenue based on current year actual receipts, partially offset by a decrease in federal inmate housing revenue. A 3.4% (\$2,171,340) salary savings has been used in calculating Regular Salaries (account 6100) in the recommended budget. A \$1,636,610 savings in combined related benefits has been calculated for Retirement, OASDI, and Health Insurance. Staffing is recommended at 1,057 positions, an increase of 4 positions over the current year level.

GOAL SETTING

FY 2014-15

Goal: Implement the consolidation of Coroner operations into the Sheriff's office.

Performance Metric:

- Manage Coroner expenses, revenues and net County cost within the adopted budget.
- Integrate Coroner vehicles into the Sheriff's fleet operations.
- Integrate Coroner information technology requirements into the Sheriff's office network.
- Develop a strategy to implement the Coroner's operations with the Sheriff's policies, procedures, mission, vision, and values.
- Develop a protocol to address conflict of interest concerns relating to Coroner investigations and autopsies of officer involved shootings and in-custody deaths.

Fiscal Goal

FY 2013-14

Goal: The Sheriff's office will not exceed the authorized appropriations approved by the Board of Supervisors. The Sheriff's office will continuously review expenditures and revenues and will report any variances to the County Administrative Office, as needed, but not less than quarterly.

Outcomes/Results: This goal was met. The department monitored expenditures and revenue throughout the fiscal year resulting in an estimated savings of \$6,100,000 in budgeted net County cost (NCC) for FY 2013-14. A total of \$3,050,000 (50%) of the savings is included as NCC carryover in the recommended budget. The remaining \$3,050,000 (50%) and any additional savings will be redirected to fund balance.

Operational Goal

FY 2013-14

Goal: Detention:

- Reduce jail violence by 10%.

Outcomes/Results: This goal was not met. Violent incidents were reduced by 5% from 1,369 in 2012 to 1,298 in 2013. This issue is monitored and reviewed on an ongoing basis by the Sheriff's Executive Staff.

- Reduce the number of inmate grievances by 10%.

Outcomes/Results: This goal was not met. Inmate grievances increased by 26% along with the 19% increase in the average daily population in the jail system. This issue is monitored and reviewed on an ongoing basis by the Sheriff's Executive Staff.

- Monitor and evaluate the progress of the newly established Jail Transition Pod (JTP).

Outcomes/Results: This goal was met. The Jail Transition Pod (JTP)/Transition from Jail to Community (TJC) housing unit became operational on August 5, 2013. Inmates participating in the program are medium to high risk, based on their score on the STRONG (Static Risk and Offender Needs Guide) assessment, have four to six months left on their sentence, and must be willing to participate. Since its opening, 74 inmates have been enrolled in the program and received treatment and case management services. Of this number, 30 inmates have completed the program and are on post release community supervision, 37 are currently in the program (as of May 5, 2014), and 7 were removed from the program (4 for not following rules and policies and 3 requested to be removed). The progress of the JTP continues to be monitored and evaluated and progress is reported monthly to the Executive Staff of the Adult Detention Facility and periodically to the Executive Committee of the AB 109 Community Corrections Partnership.

Goal: Field Services:

- Reduce the number of at-fault accidents by 10%

Outcomes/Results: This goal was met. The number of at-fault accidents was reduced by 15%.

- Report writing return rate (from Supervisors to line staff) of not more than 10%

Outcomes/Results: This goal was met. The report writing return rate department-wide was 5.6%.

- Increase "consumed time" for Deputy Sheriffs (consumed time is defined as those call types that are related to productive time and include: report writing, house checks, and those items directly related to a crime report/follow-up or self-initiated activity).

Outcomes/Results: This goal was met. The “consumed time” for all patrol areas improved between 5% and 11%.

- Establish Target Crimes for Area-Based follow-up

Outcomes/Results: This goal was met. Target crimes were established throughout the Patrol Bureau for use by supervisors in directing resources.

- Implement intelligence sharing through the use of technology.

Outcomes/Results: This goal was met with the successful utilization of crime mapping and the assignment of a Patrol Bureau liaison to the Sheriff’s Information Technology unit. This is an ongoing goal to continually adapt newly available technology to expand the department’s intelligence sharing capabilities.

Goal: Detectives:

- Complete the process with the FBI to become a combined DNA index system site and be added to the National DNA index system for DNA searches;
- Fill vacancies to reduce payment processing time to one week in the Civil unit;
- Reduce the amount of property/evidence currently in storage;
- Increase the homicide clearance rate from 56.5% in 2012 to a minimum of 75%;
- Educate additional school age children by implementing the radKIDS educational and child safety awareness program, which is based upon personal empowerment and safety education directed at elementary school age children;
- Increase sex registrant offender (PC 290) compliance throughout Fresno County;
- Increase the amount of pro-active Peer 2 Peer cases initiated by our affiliated Internet Crimes Against Children (ICAC) task force agencies;
- Assist in the implementation of an enforceable county ordinance to prohibit outdoor marijuana grows;
- Disrupt and dismantle drug trafficking organizations operating in Fresno County, and
- Decrease the sales of alcohol to minors through decoy operations at licensed establishments and undercover shoulder tap operations.

Outcomes/Results: Nine of the ten detectives’ goals were met. The process to be added to the National DNA index system for DNA searches was completed; vacancies in the Civil unit were filled and payment processing time was reduced to one week; property/evidence in storage was reduced; additional school age children were educated through the radKIDS program; PC 290 compliance was increased; the number of Peer 2 Peer cases was increased; the Sheriff’s office assisted with the implementation of an enforceable County ordinance to prohibit outdoor marijuana grows; the department disrupted and dismantled numerous drug trafficking organizations in Fresno County; and decreased the sale of alcohol to minors through decoy and undercover shoulder tap operations. The goal to increase the homicide clearance rate to 75% was not met overall. The 75% rate was reached for other agency homicide assists, but overall the rate increased to 59% for 2013.

Departmental Goal

FY 2013-14

Goal: Maintain an ongoing partnership with the community, based on communication, cooperation and trust to promote an environment that ensures safety and peace while treating all persons with dignity and respect.

Outcomes/Results: This goal was met. The Sheriff's office has implemented an early warning system/performance tracking system that enhances the existing employee performance evaluation process. Criteria thresholds, including citizen complaints, have been identified as part of the system. These thresholds provide for early intervention to ensure employee performance is consistent with the mission, vision and values of the Sheriff's office.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

In October of 2013, the Community Corrections Partnership (CCP), implementing the Public Safety Realignment Act of 2011 pursuant to Assembly Bill (AB) 109, approved funding for four Correctional Sergeant positions to supervise Correctional Officers previously added to open jail floors and four Program Technician positions to implement a records unit to process jail commitment packets. The addition of these positions with AB 109 funding was subsequently approved by the Board of Supervisors.

Reorganization of the Sheriff's Personnel unit was approved by the Board of Supervisors (Board) midyear FY 2013-14 resulting in the addition of one Senior Staff Analyst to supervise the staff, one Staff Analyst as a lead in the unit and the replacement of two Office Assistants with two Program Technicians to perform the paraprofessional duties.

Based on a review of staffing needs, the local court in conjunction with the Sheriff, approved the addition of three Deputy Sheriff positions with Trial Court Security funding and the addition of these positions midyear FY 2013-14 was subsequently approved by the Board. The recommended budget also includes the addition of one Sheriff's Sergeant and two Deputy Sheriff positions with Trial Court Security funding.

On November 12, 2013 and December 3, 2013, the Board approved the consolidation of the Coroner's office with the Sheriff's office effective January 1, 2015. The recommended budget includes the addition of one Sheriff's Lieutenant position to oversee the consolidation of the Coroner's operations with the Sheriff's office.

Salaries and Benefits

- Salaries and Benefits recommended at \$149,500,218 reflect a 6% (\$8,116,593) increase over the current year adopted budget primarily due to full-year funding for positions added midyear FY 2013-14, the addition of four positions, and an increase in retirement rates. Staffing is recommended for 1,057 positions, an increase of 4 positions.

Recommended funding includes:

- Full-year funding for positions added midyear FY 2013-14.
- The addition of one Sheriff's Sergeant and two Deputy Sheriff positions for the Court Security unit.
- The addition of one Sheriff's Lieutenant position to oversee the consolidation of the Coroner's operations with the Sheriff's office.
- Account 6100 Regular Salaries represent a 4% (\$2,259,620) increase primarily due to full-year costs of positions added midyear FY 2013-14, the addition of four positions, estimated promotions for staff, and negotiated salary adjustments.
- Account 6300 Overtime reflects a 6% (\$297,260) increase due to the budgeting of costs associated with the guarding of AB 109 inmates requiring medical services outside of the jail facilities.

- Account 6310 Overtime Due To Holiday represents an 8% (\$110,140) increase based on current year actual usage and negotiated salary adjustments.
- Account 6400 Retirement Contribution reflects a 9% (\$4,423,780) increase and account 6600 Health Insurance reflects a 3% (\$211,119) increase primarily due to the full-year costs for positions added midyear FY 2013-14, the addition of four positions, and rates for FY 2014-15.
- Account 6550 Workers' Compensation Contribution represents a 12% (\$809,193) increase based on past claim history.

Services and Supplies

- Services and Supplies recommended at \$29,382,252 reflect a 9% (\$2,441,804) increase over the current year adopted budget primarily due to the budgeting of Services and Supplies associated with the Inmate Welfare Trust Fund program in this Org. This fund offsets the cost for programs related to inmate services, including salaries, benefits, services and supplies. In prior years, the appropriations for Services and Supplies were not included in the general fund budget. This change will ensure conformance to accounting standards and practices and allow the Sheriff's office to operate more efficiently as only one ledger will be required.

Recommended funding includes:

- Account 7025 Clothing and Personal Supplies reflect a 20% (\$32,000) increase; account 7070 Household Expense reflects a 39% (\$95,000) increase; account 7220 Maintenance Building and Grounds reflect a 29% (\$100,000) increase; account 7250 Memberships reflect a 6% (\$2,000) increase; account 7265 Office Expense reflects a 33% (\$94,000) increase; account 7268 Postage reflects an 11% (\$8,000) increase; account 7271 Books & Publications reflect a 222% (\$40,000) increase; account 7415, Transportation, Travel and Education reflects a 6% (\$25,000) increase due to the budgeting of Services and Supplies associated with the Inmate Welfare Trust Fund program in this Org.
- Account 7101 Liability Insurance represents a 12% (\$200,358) increase and account 7175 Insurance Other represents a 12% (\$16,073) decrease based on prior claim history.
- Account 7039 Mobile Communications reflect a 10% (\$60,735) increase; account 7040 Telephone Charges reflect a 9% (\$31,000) increase; and account 7345 Facility Services Rent reflects an 18% (\$637,371) increase based on current year usage and FY 2014-15 rates.
- Account 7295 Professional and Specialized Services represent a 44% (\$582,135) increase and account 7400 Special Departmental Expense represents a 15% (\$338,279) increase based on planned grant, contract, and Inmate Welfare Trust Fund program activity. These costs will be offset with third party funds; the Inmate Welfare Trust Fund; and the COPs Technology, DNA Backlog and Homeland Security grants.
- Account 7410 Fuel reflects a 91% (\$2,048,945) decrease and account 7416 Transportation and Travel County Garage reflects a 63,522% (\$2,159,101) increase primarily due to the budgeting of Internal Services Department FY 2014-15 garage fuel charges in account 7416 and based on FY 2014-15 rates.
- Account 7305 OCJP Hard Match reflects a 100% (\$12,095) decrease as this match is no longer applicable.

SUMMARY OF REVENUES

- Revenues are recommended at \$89,966,586, a 4% (\$3,864,995) increase over the current year primarily due to an increase in projected Public Safety Proposition 172 sales tax revenue, Inmate Welfare Trust funds, and Trial Court Security funding.

- Licenses, Permits & Franchises (\$183,006) reflect a 5% (\$8,006) increase based on current year actual receipts from gun permits.
- Fines, Forfeitures and Penalties (\$500,000) represent less than a 1% increase in the allocation of Criminal Justice Temporary Construction funds.
- Intergovernment Revenues-State (\$42,803,621) reflects a 4% (\$1,544,133) increase primarily due to a projected 4.65% growth in Public Safety Proposition 172 sales tax revenue based on current year actual receipts.
- Intergovernment Revenues-Federal (\$2,551,035) represent a 27% (\$549,121) increase primarily due to estimated carryover for the COPS Technology and DNA Backlog Reduction Federal grant programs and an estimated increase in State Criminal Alien Assistance program funds based on current year actual receipts.
- Intergovernment Revenues-Other (\$150,910) reflect a 3% (\$4,739) increase based on estimated costs for the Cal-ID Remote Access Network program in FY 2014-15.
- Charges for Services (\$9,759,252) represent a 10% (\$1,131,470) decrease primarily due to a reduction in estimated federal inmate housing revenue from \$6.3 million to \$3.9 million for FY 2014-15 (based on a decrease in the average federal inmate count during the current year), partially offset with an increase in Inmate Welfare Trust funds from \$1.6 million to \$2.8 million.
- Miscellaneous Revenues (\$164,274) reflect an 11% (\$20,000) decrease due to a reduction in budgeted crime laboratory trust fund revenue for one-time projects/expenses.
- Other Financing Sources (\$33,500,979) represent a 9% (\$2,848,620) increase primarily due to additional Trial Court Security funding and AB 109 Public Safety Realignment funding for positions added midyear FY 2013-14 and new positions included in the recommended budget.
- Intrafund Revenue (\$353,509) reflects a 22% (\$60,509) increase based on estimated Community Development Block Grant funds.
- Net County Cost (NCC) carryover includes an additional \$3,050,000 based on the department's projected NCC carryover from FY 2013-14. The carryover is based on budget instructions and CAO approval for 50% of projected NCC savings from FY 2013-14.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Licenses, Permits, & Franchises			
3193 – Guns, Explosives Permits	175,000	175,000	183,006
Total	\$ 175,000	\$ 175,000	\$ 183,006
Acct # - Fines, Forfeitures, & Penalties			
3308 – Criminal Justice Temporary Construction	498,663	498,663	500,000
Total	\$ 498,663	\$ 498,663	\$ 500,000
Acct # - Revenue from the Use of Money			
3315 – Asset Forfeitures	0	19,775	0
Total	\$ 0	\$ 19,775	\$ 0
Acct # - Intergovernment Revenues - State			
3575 – Boating Grant	452,764	480,764	452,764
3575 – Prop 69	378,000	378,000	380,000
3575 – Off Highway Vehicle	38,875	38,875	90,954
3575 – DNA Coverdell Grant	3,000	3,000	2,532
3575 – STC	197,725	197,725	234,575
3575 – POST OT Reimbursement	91,000	129,875	91,000
3575 – HEAT Funds	705,000	705,000	705,000
3575 – ICAC OES Grant	208,443	100,000	100,000
3591 – Indian Gaming	423,793	308,978	410,500

3577 – Prop 172 (Public Safety Sales Tax)	38,760,888	39,801,725	40,336,296
Total	\$ 41,259,488	\$ 42,143,942	\$ 42,803,621
Acct # - Intergovernment Revenues - Federal			
4375 – JAG Assistance	67,793	19,175	55,048
4375 – ICAC 09 Recovery	43,773	43,747	0
4375 – ICAC Continuation	296,329	296,329	312,159
4375 – Drug Suppression	361,951	304,092	349,167
4375 – Marijuana Suppression	111,565	80,704	107,605
4375 – COPS Technology	0	0	267,000
4375 – COPS Child Sexual Predator	110,000	0	0
4380 – SCAAP	304,749	501,885	501,885
4380 – DCESP	116,400	0	100,000
4380 – HIDTA	540,000	400,000	395,200
4380 – DNA Backlog Reduction	49,354	46,120	372,826
4380 – Homeland Security	0	0	90,145
4380 – Mutual Aid - Aspen Fire	0	8,322	0
Total	\$ 2,001,914	\$ 1,700,374	\$ 2,551,035
Acct # -Intergovernment Revenues - Other			
4841 – Cal-ID Ran	146,171	146,171	150,910
Total	\$ 146,171	\$ 146,171	\$ 150,910
Acct # - Charges for Services			
4941 – Debtors Assessment Fees	149,164	149,164	149,164
4941 – Civil Fees	491,000	491,000	491,000
4975 – Overtime School Contracts	63,235	63,235	52,576
4975 – Fig Garden	385,368	385,368	389,016
4975 – US Army Corp of Engineers - Pine Flat	40,931	40,931	42,000
4975 – US Forest Service - Huntington Lake	35,000	35,000	35,000
4975 – Street Level Narcotics	100,000	100,000	100,000
4975 – San Joaquin Law Enforcement	93,834	93,384	93,834
4975 – Central Unified	139,300	139,300	142,228
4975 – Court Security - Family Support	232,866	232,866	232,866
4975 – Abandoned Vehicle Abatement	179,895	179,895	179,895
4975 – US Forest Service - Marijuana	30,000	5,139	30,000
4975 – Contract Services (Dispatch)	976,000	976,000	980,450
4975 – Clearance Letters	58,000	58,000	58,000
4975 – Post Conviction Drug Court	14,555	14,555	14,555
4976 – Fingerprinting Fees	41,000	41,000	41,000
4896 – IWF Reimbursement	1,558,586	1,758,586	2,800,000
5031 – Prisoner Transport Extraditions	38,588	9,171	38,588
5031 – Federal Inmate Housing	6,263,400	5,531,448	3,889,080
4986 – Water Meter Installation Fees	0	9,680	0
Total	\$ 10,890,722	\$ 10,313,722	\$ 9,759,252
Acct # - Miscellaneous Revenues			
5800 – Mello Roos	26,744	26,744	26,744
5800 – Prisoner Processing	7,000	7,000	7,000
5800 – Debtors Assessment Fees	50,000	50,000	50,000
5800 – Records	11,000	11,000	11,000
5800 – Training	530	2,364	530
5800 – Business Office	1,000	1,000	1,000
5800 – CDBG (Sheriff Foundation)	18,000	18,000	18,000
5800 – Social Security Incentive	50,000	63,416	50,000
5800 – Trust Fund Revenue (Crime Lab Fees)	20,000	42,148	0
Total	\$ 184,274	\$ 221,672	\$ 164,274
Acct # - Other Financing Sources			
5951 – AB 109 Detention Facility	11,535,895	11,535,895	12,305,708
5951 – AB 109 ACT Team	248,601	248,601	255,186

5951 – Jail Transition Pod	651,888	651,888	577,464
5951 – Sheriff Jail Records Unit	0	0	330,744
5951 – Booking Fees	1,400,000	1,400,000	1,400,000
5951 – COPS Front Line Law Enf	271,776	271,776	271,776
5951 – COPS Jail Services	276,500	276,500	276,500
5951 – Court Security	14,783,497	14,783,497	16,295,727
5951 – Rural Crime - From DA (AB 118)	438,878	438,878	438,878
5951 – Cal-MMET	1,045,324	1,028,996	1,028,996
5951 – AB 109 CRMC Overtime Cost	0	0	320,000
Total	\$ 30,652,359	\$ 30,636,031	\$ 33,500,979
Acct # - Intrafund			
5990 – CDBG	293,000	293,000	353,509
Total	\$ 293,000	\$ 293,000	\$ 353,509
Total Revenues	\$ 86,101,591	\$ 86,148,350	\$ 89,966,586

PENDING FACTORS

Fresno County's Abandoned Vehicle Abatement (AVA) program was established in 2004 and was approved for a ten-year period that is scheduled to sunset on June 30, 2014. In November 2010, Proposition 26 was approved by the voters of California. Proposition 26 amended the California Constitution to expand the definition of a tax and re-categorizes certain State and local fees as taxes subject to voter approval. Counsel has opined that Proposition 26 applies to an extension of the AVA program. Following approval by a majority of the cities having a majority of the incorporated population within the County, on December 3, 2013 the Board approved the inclusion of a measure on the June 3, 2014 Fresno County primary ballot to extend the AVA program for a ten-year period. The recommended budget includes funding in the amount of \$179,895 for three Community Service Officer positions associated with the AVA program. Should the measure not be approved for extension by the voters, the Sheriff's office will return to your Board with a plan to address this decrease in funding.

SHERIFF - 3111

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<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	\$ 163,790
4008	Undersheriff	C	1	1	127,994
4007	Assistant Sheriff	C	1	1	121,887
4075	Sheriff Captain	3359	4	4	422,084
2317	Sheriff's Administrative Services Director	D	1	1	104,035
4080	Sheriff's Lieutenant	3031	13	14	1,358,247
4085	Sheriff's Sergeant	2536	47	48	4,103,793
4059	Deputy Sheriff IV	2218	57	57	4,084,392
4055	Deputy Sheriff III	2044	180	180	12,530,989
4053	Deputy Sheriff II	1876	69	69	4,231,796
4050	Deputy Sheriff I	1522	27	29	1,493,370
4074	Correctional Lieutenant	2794	8	8	725,213
4073	Correctional Sergeant	2179	45	45	3,237,092
4048	Correctional Officer IV	1942	56	56	3,655,996
4047	Correctional Officer III	1713	199	199	11,674,504
4046	Correctional Officer II	1482	85	85	3,940,850
4045	Correctional Officer I	1337	43	43	1,788,758
4140	Forensic Services Coordinator	3219	1	1	104,217
4123	Criminalist Specialist	2577	4	4	351,081
4121	Criminalist II	2397	2	2	139,960
4119	Criminalist I	1794	1	1	64,455
4180	Rangemaster	1849	1	1	50,762
4122	Offender Programs Manager	F	1	1	68,826
4153	Senior Identification Technician	1971	1	1	63,867
4155	Identification Technician IV	1686	4	4	229,625
4154	Identification Technician III	1566	8	8	412,276
4152	Identification Technician II	1354	6	6	258,347
4150	Identification Technician I	1203	3	3	109,285
3613	Supervising Communications Dispatcher	1922	7	7	429,978
3616	Communications Dispatcher Specialist	1574	8	8	419,331
3615	Communications Dispatcher III	1464	15	15	746,428
3612	Communications Dispatcher II	1355	5	5	217,519
3610	Communications Dispatcher I	1257	10	10	371,575
4177	Process Server	1208	6	6	241,947
4185	Community Service Officer	1099	28	28	1,005,528
5305	Aviation Mechanic	1978	1	1	53,239
5307	Automobile Mechanic	1493	2	2	99,695
4044	Inmate Supplies Coordinator	1673	1	1	55,854
1935	Social Worker III	1678	2	2	101,175
1940	Social Worker II	1492	1	1	54,304
2290	Volunteer Services Coordinator	1534	1	1	49,668
2225	Systems & Procedures Manager	E	1	1	88,842
3752	Senior Information Technology Analyst - Sheriff	2622	2	2	169,918
3751	Information Technology Analyst IV - Sheriff	2302	4	4	307,484
3713	Senior Network Systems Engineer	2622	1	1	87,583
3712	Network Systems Engineer IV	2302	5	5	379,753
3711	Network Systems Engineer III	1916	2	2	118,536
2212	Systems & Procedures Analyst III	2164	1	1	70,079
2268	Sheriff's Business Manager	E	1	1	79,924
2293	Staff Analyst III	2048	1	1	66,293
2291	Staff Analyst I	1597	1	1	42,984
3262	Supervising Accountant	2220	1	1	71,865
3255	Senior Accountant	2036	2	2	133,959
3215	Accountant II	1743	1	1	60,115
3240	Supervising Account Clerk II	1466	3	3	139,836
3260	Account Clerk III	1106	9	9	332,616

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	986	1	1	\$ 35,818
3166	Administrative Secretary - Conf	1438	1	1	45,138
3161	Secretary IV - Conf	1313	2	2	87,644
3160	Secretary IV	1291	1	1	43,117
3145	Secretary I - Conf	940	1	1	35,599
3070	Supervising Office Assistant II	1399	5	5	230,809
3623	Program Technician II - Conf	1416	1	1	47,293
3622	Program Technician I - Conf	1266	1	1	40,527
3620	Program Technician I	1246	4	4	149,913
3081	Office Assistant III - Conf	1067	2	2	71,201
3080	Office Assistant III	1049	27	27	934,807
3110	Office Assistant II	940	4	4	113,787
3125	Office Assistant I	837	4	4	106,258
5090	Laundry Supervisor - Jail	1125	1	1	37,558
2166	Senior Library Assistant	1112	1	1	37,144
5050	Maintenance Janitor	883	3	3	80,069
3440	Stock Clerk II	900	1	1	30,065
2320	Public Information Officer	F	1	1	49,742
2294	Senior Staff Analyst	F	1	1	72,923
Subtotal			1,053	1,057	\$ 63,862,932
Educational Incentives (POST)					1,077,182
Pilot/Tactical Flight Officer					33,930
Steno Allowance					1,566
Detention Facility Allowance					27,300
Remuneration					2,114
Auto Allowance					6,180
Lead Worker Allowance					1,305
Bilingual Skill Pay					85,539
Uniform Allowance					409,553
Holiday Payout					324,195
Shift Differential/Briefing					1,298,133
LC4850					1,791,606
Less Salary Savings (3.4%)					(2,171,340)
TOTAL REGULAR SALARIES					\$ 66,750,196

RECOMMENDED POSITIONS TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
4080	Sheriff's Lieutenant	3031	1	\$ 49,234
4085	Sheriff's Sergeant	2536	1	81,704
4050	Deputy Sheriff I	1522	2	101,965
Cost of Adding Positions			4	\$ 232,903

Coroner - Public Administrator -- 4330

**Coroner-Public Administrator
BUDGET 4330
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,752,275	\$ 1,856,597	\$ 2,028,747	\$ 172,150	9%
Services and Supplies	776,731	764,776	925,267	160,491	21%
Total Appropriations	\$ 2,529,006	\$ 2,621,373	\$ 2,954,014	\$ 332,641	13%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 1,046	\$ 3,000	\$ 1,000	\$ (2,000)	-67%
Charges For Services	317,866	268,000	294,000	26,000	10%
Miscellaneous Revenues	105	-	-	-	0%
Total Revenues	\$ 319,018	\$ 271,000	\$ 295,000	\$ 24,000	9%
<u>Net County Cost</u>	\$ 2,209,987	\$ 2,350,373	\$ 2,659,014	\$ 308,641	13%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	14	14	14	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

CORONER-PUBLIC ADMINISTRATOR – 4330

FUNCTION

The Coroner is mandated (Government Code Section 27491; Health and Safety Code Section 7104) 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; and to act as the County burial authority in burying the indigent or abandoned dead.

The Public Administrator is mandated (Probate Code Sections 76001, 7602, and 7620) to take control, protect and manage a decedent's estate that is subject to loss, injury, waste or misappropriation either when no other person or family is willing or appropriate, or when ordered to do so by the Superior Court. Public Administrator services include searching for family, making burial arrangements, identifying assets, paying creditors of the estate, and paying expenses of administration and distribution of the balance of the estate to the decedent's heirs or beneficiaries.

OVERVIEW

The FY 2014-15 Recommended Budget of \$2,954,014 represents a 13% (\$332,641) increase in appropriations over the FY 2013-14 Adopted Budget, primarily as a result of increases in Professional & Specialized Services, due to increases in contracted services and Data Processing Services costs required to update and program the Coroner computer systems. The FY 2014-15 recommended revenues of \$295,000 represent a 9% (\$24,000) increase over the FY 2013-14 Adopted Budget due to a projected increase in revenue received for Charges for Services including body removal fees, autopsy reports, and depositions. Based on departmental staffing of 14 positions and low anticipated turnover, salary savings have not been budgeted.

GOAL SETTING

FY 2014-15

Goal: Ensure a smooth transition for the Public Administrator to the District Attorney's office, and the Coroner to the Sheriff's Department with minimal disruption to services provided to the community, and explore opportunities to increase efficiency.

Performance Metric: Continue to explore opportunities to enhance and achieve efficiencies while combining resources under new leadership.

Fiscal Goal

FY 2013-14

Goal: Work to control (and reduce when possible) expenditures to ensure the department remains within budgeted net County cost for the year, by monitoring and attempting to reduce facility services expenses.

Outcomes/Results: The Coroner's budget status remains within monthly projected targets and facility service expenses have decreased. The department is projected to finish the fiscal year within budgeted net County costs.

Operational Goal

FY 2013-14

Goal: Employ the Computerized Tomography (CT scan) digital radiology to enhance the performance of autopsies and to minimize the need for contract radiology services.

Outcomes/Results: Contracted radiology services were used only for criminal, infant, and litigation cases. CT scans were performed by staff on all other cases.

Departmental Goal

FY 2013-14

Goal: Maximize the use of the New Regional Forensic Center facilities, technologies, and resources available to achieve more accurate diagnosis and reporting; generate an annual statistical report; generate a monthly workload trend expenditure report

Outcomes/Results: The department worked to create detailed statistical reports to track caseloads and services. Additionally, the department reviewed monthly expenditures with the County Administrative Office and adjusted spending to ensure finishing the fiscal year within budgeted net County costs.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

On December 3, 2013, the Board of Supervisors approved an amendment to the County of Fresno Ordinance Code to repeal the consolidation of elective offices of the Coroner-Public Administrator to be effective January 1, 2015. The Public Administrator was consolidated with the elective office of the District Attorney and the Coroner was consolidated with the elective office of Sheriff.

Salaries and Benefits

- Salaries and Benefits recommended at \$2,028,747 represent a 9% (\$172,150) increase over the FY 2013-14 Adopted Budget primarily as the result of an increase in retirement costs and costs associated with Memorandum of Understanding (MOU) changes. Staffing is recommended at 14 positions.

Recommended funding includes:

- Account 6100 Regular Salaries recommended at \$1,108,734 reflect a 4% (\$44,858) increase over the FY 2013-14 Adopted Budget due to increase costs associated with MOU changes.
- Funding for 10 Coroner division positions to cover a population of approximately 959,000 over the 6,000 square miles of Fresno County 24/7, including: 1 Coroner-Public Administrator through December 31, 2014; 1 Chief Forensic Pathologist; 1 Forensic Pathologist; 1 Senior Deputy Coroner; 5 Deputy Coroners; and 1 Forensic Autopsy Technician. Additionally the recommended budget includes funding for a Sheriff Lieutenant for one-half of the fiscal year, when the Sheriff takes over the operations of the Coroner on January 1, 2015.
- Currently there are six budgeted Deputy Coroner positions which equates to an approximate ratio of 0.63 positions per 100,000 in population. In 2013, Kern County had a ratio of 1.0 Deputy Coroner positions per 100,000 population and Sacramento County had a ratio of 0.76 Deputy Coroner positions per 100,000 population.
- Full-year funding for four Public Administrator positions, including: one Deputy Public Administrator; one Senior Probate Assistant; one Estate Property Assistant; and one Account Clerk.

- Account 6200 Extra-Help recommended at \$38,794 a 7% (\$2,851) decrease from the FY 2013-14 Adopted Budget based on the department's effort to reduce Extra-Help costs. Extra-Help funding includes one Administrative Secretary-Confidential (2.4 hours per week until December 31, 2014), Deputy Coroner coverage (2.5 hours per week), two Histology Technicians (8 hours per week), and two Forensic Autopsy Technician positions coverage (16 hours per week) for the weekends and as-needed for back-up.

Services and Supplies

- Services and Supplies recommended at \$925,267 represent a 21% (\$160,491) increase over the FY 2013-14 Adopted Budget primarily as a result of an increase in Data Processing Services and Professional & Specialized Services off-set by a decrease in Facility Operation & Maintenance.

Recommended funding includes:

- Account 7345 Facility Operation & Maintenance recommended at \$95,702 reflects a 20% (\$23,391) decrease from the FY 2013-14 Adopted Budget primarily due to the department working with the Internal Services Department to cut costs at the Regional Forensic Center by reducing janitorial services to three days a week and normal day-to-day maintenance being performed by Coroner staff.
- Account 7295 Professional & Specialized Services recommended at \$386,500 reflect a 36% (\$101,500) increase over the FY 2013-14 Adopted Budget due to the department issuing a Request for Quotation for Body Removal Service, Forensic Toxicology, and County Cremation. The base rates for these services are expected to increase and the estimated costs are included in the department's FY 2014-15 recommended budget.
- Account 7296 Data Processing Services recommended at \$225,280 reflect a 30% (\$52,029) increase over the FY 2013-14 Adopted Budget due to an increase in the number of hours budgeted for ITSD staff to update the department's Coroner and Medical Examiners (CME) data base program to help streamline departmental operations. Additionally, the department is projecting an increase in the amount of data storage needed to store high resolution photos of autopsies for case review by Pathologists, used by attorneys and in court.

SUMMARY OF REVENUES

- Revenues are recommended at \$295,000, an increase of 9% (\$24,000) over the FY 2013-14 Adopted Budget, due to a projected increase in revenue received for Charges for Services, including fees for body removal, autopsy reports, and depositions.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3380 - Interest	3,000	800	1,000
Total	\$ 3,000	\$ 800	\$ 1,000
Acct # - Charges for Services			
5060 – Estate Fees	181,200	215,000	179,000
5060 – Other Charges for Services	85,000	105,000	115,000
5065 – Burial Reimbursements	1,800	0	0
Total	\$ 268,000	\$ 320,000	\$ 294,000
Total Revenues	\$ 271,000	\$ 320,800	\$ 295,000

CORONER-PUBLIC ADMINISTRATOR - 4330**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0087	Public Administrator-Coroner	ELECTED	1	1	\$ 148,711
1525	Chief Forensic Pathologist	A	1	1	215,522
1530	Forensic Autopsy Technician	1202	1	1	29,747
1531	Forensic Pathologist	A	1	1	184,508
1773	Deputy Public Administrator/Guardian II	1608	1	1	53,662
3074	Senior Probate Assistant	1407	1	1	46,980
3260	Account Clerk III	1106	1	1	36,958
3405	Estate Property Assistant	1100	1	1	36,177
4130	Deputy Coroner I	1592	3	3	156,257
4133	Deputy Coroner II	1750	2	2	115,849
4134	Senior Deputy Coroner	F	1	1	62,353
Subtotal			14	14	\$ 1,086,724
	Auto Allowance				3,173
	Cell Phone Allowance				152
	Elected Officials Remuneration				1,085
	On Call (Deputy Coroner I/II)				17,600
TOTAL REGULAR SALARIES					\$ 1,108,734

District Attorney -- 2860

**District Attorney
BUDGET 2860
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 20,976,877	\$ 22,874,166	\$ 24,702,585	\$ 1,828,419	8%
Services and Supplies	3,210,626	3,693,220	3,496,686	(196,534)	-5%
Total Appropriations	\$ 24,187,503	\$ 26,567,386	\$ 28,199,271	\$ 1,631,885	6%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 23,536	\$ 45,000	\$ 45,000	\$ -	0%
Intergovernment Revenues - St	6,808,903	7,240,238	7,967,433	727,195	10%
Intergovernment Rev-Federal	233,312	215,488	215,488	-	0%
Charges For Services	167,598	165,000	182,000	17,000	10%
Miscellaneous Revenues	59,542	62,000	62,000	-	0%
Other Financing Sources	689,722	766,089	694,067	(72,022)	-9%
Intrafund Revenue	428,969	496,052	539,743	43,691	9%
Total Revenues	\$ 8,411,582	\$ 8,989,867	\$ 9,705,731	\$ 715,864	8%
<u>Net County Cost</u>	\$ 15,775,921	\$ 17,577,519	\$ 18,493,540	\$ 916,021	5%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	164	183	183	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

DISTRICT ATTORNEY – 2860

FUNCTION

The District Attorney is constitutionally mandated to evaluate for filing all criminal cases submitted by the 81 law enforcement agencies within Fresno County, and prosecute all felony and misdemeanor violations of state law on behalf of the People of the State of California. This includes homicides, gang violence, sexual assault, child abuse, domestic violence, identity theft, and juvenile adjudications. The District Attorney also investigates, files, and prosecutes criminal and civil actions of consumer fraud, real estate fraud, environmental crimes, welfare fraud, in-home supportive services fraud and financial crimes; provides restitution to local merchants and individuals who are victimized by criminal bad check writers; and, is the legal advisor to the Fresno County Grand Jury for civil and criminal matters. The Writs and Appeals unit manages and evaluates post-conviction criminal matters; researches and files writs to uphold reasonable interpretations of the law and protect lawful convictions; and, appropriately responds to Habeas Petitions. This unit also provides in-depth case research and legal assistance to their fellow prosecutors. Since November 2012, the Writs and Appeals unit has represented the People at resentencing hearings of three strike life inmates petitioning for release. The Lifer unit handles parole hearings for murderers and others serving indeterminate life sentences seeking to be paroled. Additionally, the District Attorney provides legal guidance, investigative assistance, and training to the law enforcement agencies throughout the County. The office maintains a post-plea diversion program for select first time misdemeanor defendants. The E-Filing unit electronically receives law enforcement requests for prosecution for review by the filing prosecutors.

Budget Org 2860 represents the core criminal prosecution units directly handling the District Attorney's mandated function of prosecuting all felony and misdemeanor offenses ranging from driving-under-the-influence misdemeanors to capital murder. Approximately 95% of the cases filed by the District Attorney are prosecuted by Deputy District Attorneys funded in this budget.

Funding for the District Attorney-Grant funded programs is detailed in Org 2862.

OVERVIEW

The FY 2014-15 Recommended Budget of \$28,199,271 reflects a 6% (\$1,631,885) increase in appropriations over the FY 2013-14 Adopted Budget primarily due to an increase in retirement rates, promotions, and negotiated salary adjustments. The FY 2014-15 Recommended Budget reflects an 8% (\$715,864) increase in estimated revenue over the FY 2013-14 Adopted Budget primarily due to the addition of revenue associated with the E-Filing unit and the projected increase in Proposition 172 revenues. A 2% (\$270,075) salary savings has been used in calculating Regular Salaries (account 6100). A \$211,381 savings in combined, related benefits has been calculated for Retirement, OASDI, and Health Insurance. Staffing is recommended at the current year level of 183 positions.

GOAL SETTING

The District Attorney, with the support of funding from the Board of Supervisors, will increase the safety of Fresno County citizens. Due to the unique duty of prosecutors and investigators to gather all the facts and to seek the truth, the singular overall goal of the District Attorney continues to be the active pursuit of justice for the public and crime victims who are negatively and often tragically impacted by criminals. The District Attorney's objectives are set in the context of current fiscal realities in Fresno County and will continue to be carried out with the utmost respect for taxpayer investment in public safety.

FY 2014-15

Goal: Fully Implement a New Operational Web-based Case Management System (CMS). The JWORKS CMS will provide prosecutors the ability to review, file, and track the complete range of criminal cases for which the District Attorney is responsible. JWORKS also provides the ability to build interfaces to other justice agencies to handle subpoenas and case filings. The interface with the new proposed Superior Court system will extend the electronic filing path from the arresting agency through the District Attorney and on to the Court. The District Attorney's Office has selected staff to act as subject matter experts to implement JWORKS. The dedicated subject matter experts will work directly with the vendor and other District Attorney staff to launch this state-of-the-art CMS which will provide mobility, better data security, and reduced desktop support costs.

Performance Metric: The development of this system will lead to the ability to interface and integrate with justice partners. The case management system is expected to be fully functional by early FY 2015-16.

Fiscal Goal

FY 2013-14

Goal: Establish Post-Plea Diversion Program for Select Misdemeanor Defendants.

Outcomes/Results: Upon completion of the Request for Proposal (RFP) process, a contract to provide the diversion service was awarded to Pacific Educational Service, Inc. The post-plea diversion program was successfully established by mid-October 2013. As of April 21, 2014, 1,098 defendants were referred to the program following their misdemeanor plea; 602 defendants successfully completed the diversion program and paid all related fees; 311 defendants have had their case dismissed by the court at the sentencing date; none of the defendants who have successfully completed diversion and had their case dismissed have reoffended; and of all the defendants, only 40 have been sentenced on their misdemeanor offense due to their failure to complete the program.

Operational Goal

FY 2013-14

Goal: Operational Web based Case Management System.

Outcomes/Results: Upon completion of the RFP process, a contract to provide a technologically advanced web-based case management system was awarded to JWORKS. In the next 18 months, dedicated District Attorney staff will work toward the timely implementation of JWORKS. Upon full development of this system, JWORKS will allow the District Attorney's Office to interface and integrate with allied agency databases leading to a paperless criminal justice system.

Departmental Goal

FY 2013-14

Goal: Work with the County Administrative Office to Complete RFP and Select New Building for the District Attorney's Office.

Outcomes/Results: The RFP process to select a new building for the District Attorney's Office is scheduled to be completed during FY 2013-14 or early in FY 2014-15. The County Administrative Office and the District Attorney's Office will continue to work with other County departments on the proposal evaluation and selection process. Upon completion, the staff of the District Attorney's Office currently housed in five different locations will be in one location near the courthouse. By uniting the operation of the District Attorney's Office, increased efficiencies, enhanced management capabilities, and consolidated lease payments will be achieved.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

On September 17, 2013, the District Attorney received approval from the Board of Supervisors to establish the Electronic Filing (E-filing) unit in conjunction with the Sheriff and the cities of Fresno, Clovis, Coalinga, Huron, Firebaugh, Mendota, Orange Cove, Parlier, Fowler, Kerman, Kingsburg, Reedley, Sanger, and Selma. Law enforcement agencies submit requests for criminal prosecution through a secure electronic server in lieu of physically transporting paper reports. The establishment of this unit added eight Office Assistant positions and one Supervising Office Assistant position to the District Attorney's Office. The Sheriff and all the cities of Fresno County agreed that the cost of the unit would be reimbursed through their funding from the California Board of State and Community Corrections (BSCC). Successfully established by mid-December 2013, the unit allows Fresno County law enforcement agencies to generate savings of staff time and money (e.g., travel and paper costs) which in turn has increased resources to fight crime in their communities. The County has benefited from this implementation with a standardized, easily accessible case review and filing procedure and initiated a process to build a bridge in the foreseeable future for paperless filing with the court.

The District Attorney reviewed current staffing allocations and determined that span of control for supervisors in investigations has greatly increased with restoration of staff. Addressing the span of control is necessary for more efficiencies. The recommended budget deletes two vacant Senior District Attorney Investigator positions, adds three Supervising District Attorney Investigator positions, and deletes the vacant Assistant Chief of Investigations position. These changes greatly reduce the high span of control for Investigator supervision that currently exists. The Supervising District Attorney Investigator responsibilities include assisting in selecting, training, assigning, and evaluating staff. They are part of the management team and participate in department wide analysis of District Attorney functions; recommend changes to policies and procedures; and coordinate work with other divisions, departments, and agencies.

Salaries and Benefits

- Salaries and Benefits recommended at \$24,702,585 represent an 8% (\$1,828,419) increase over the current year adopted budget primarily due to full-year costs for positions added midyear FY 2013-14, increases in retirement rates, promotions, and negotiated salary adjustments.

Recommended funding includes:

- Full-year costs for positions added midyear FY 2013-14.
- The addition of three Supervising District Attorney Investigator positions; the deletion of one vacant Assistant Chief of Investigations position; and the deletion of two vacant Senior District Attorney Investigator positions, resulting in the same level of staffing for the Investigator series.
- Account 6100 Regular Salaries reflect a 4% (\$521,516) increase over the current year primarily due to full-year costs for positions added midyear FY 2013-14, wage increases, and promotions.
- Account 6200 Extra-Help reflects a 54% (\$242,585) increase over the current year primarily to address implementation of the new JWORKS case management system. Due to the limited time of this need (18 months), extra-help staff is recommended.
- Account 6400 Retirement Contribution represents a 12% (\$890,697) increase based on full-year costs for positions added midyear FY 2013-14 and FY 2014-15 rates.
- Account 6550 Workers' Compensation Contributions represent a 24% (\$52,711) increase based on past claim history.

Services and Supplies

- Services and Supplies recommended at \$3,496,686 represent a 5% (\$196,534) decrease from the current year adopted budget primarily due to budgeting of the JWORKS case management system in FY 2013-14, partially offset with increases in office expense and fleet rates.

Recommended funding includes:

- Account 7101 Liability Insurance reflects a 14% (\$33,364) decrease based on past claim history.
- Account 7265 Office Expense represents a 45% (\$73,889) increase based on the inclusion of the E-Filing unit and estimated usage for FY 2014-15.
- Account 7295 Professional & Specialized Services represent a 61% (\$481,831) decrease due to current year budgeting of the new JWORKS case management system.
- Account 7296 Data Processing Services represent an 8% (\$75,283) increase due to implementation of the new JWORKS case management system.
- Account 7345 Facilities Operations & Maintenance represent a 31% (\$47,525) increase based on current year actual usage and FY 2014-15 rates.
- Account 7400 Special Departmental Expense represents a 48% (\$56,300) increase based on reimbursable Witness Relocation and Assistance program activity through the California Department of Justice.
- Account 7416 Transportation & Travel County Garage represents a 26% (\$75,259) increase based on FY 2014-15 rates and costs associated with the replacement of high mileage vehicles.

SUMMARY OF REVENUES

- Revenues recommended at \$9,705,731 represent an 8% (\$715,864) increase over the FY 2013-14 Adopted Budget primarily due to the addition of revenue associated with the E-Filing unit and the projected increase in Public Safety Proposition 172 sales tax revenues.

Recommended revenues include:

- Fines, Forfeitures and Penalties (\$45,000) reflect no change from the current year.
- Intergovernment Revenues-State (\$7,967,433) represent a 10% (\$727,195) increase primarily due to the addition of revenue associated with the E-Filing unit and an estimated 4.65% growth in Public Safety Proposition 172 sales tax revenue, partially offset with a decrease in PC 4750 (Prison Crimes) revenues.
- Intergovernment Revenues-Federal (\$215,488) reflects no change in funding for the Violence Against Women grant.
- Charges for Services (\$182,000) reflect a 10% (\$17,000) increase associated with the addition of a Misdemeanor Diversion program, partially offset with a loss of revenue from the Non-Sufficient Funds (NSF) Diversion program.
- Miscellaneous Revenues (\$62,000) reflect no change in estimated reimbursement for blood alcohol testing and analysis from the State of California.
- Other Financing Sources (\$694,067) reflect a 9% (\$72,022) decrease in activity budgeted for 2011 Realignment public safety programs.
- Intrafund Revenues (\$539,743) represent a 9% (\$43,691) increase based on additional staffing and salaries associated with the Disability and Health Insurance Fraud program in FY 2014-15

impacting the Indirect Cost recovery for grant programs included in the DA Grants Org 2862.

- Net County Cost (NCC) carryover includes an additional \$650,000 based on the department's projected NCC carryover from FY 2013-14. The carryover is based on budget instructions and CAO approval for 100% of projected NCC savings from FY 2013-14.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3315 – Asset Forfeiture	45,000	30,000	45,000
Total	\$ 45,000	\$ 30,000	\$ 45,000
Acct # - Intergovernmental Revenues – State			
3455 – Mandate Reimbursement	545,488	355,000	415,000
3575 – Cal WRAP	65,000	125,000	110,000
3575 – POST	5,000	6,200	5,000
3575 – E-Filing Unit	0	200,000	504,632
3577 – Proposition 172	6,624,750	6,624,750	6,932,801
Total	\$ 7,240,238	\$ 7,310,950	\$ 7,967,433
Acct # - Intergovernmental Revenues – Federal			
4375 – Violence Against Women	215,488	215,488	215,488
Total	\$ 215,488	\$ 215,488	\$ 215,488
Acct # - Charges for Services			
4905 – Legal Services	80,000	80,000	80,000
4928 – NSF Collection Fee	85,000	74,000	18,000
5083 – Misdemeanor Diversion	0	40,000	84,000
Total	\$ 165,000	\$ 194,000	\$ 182,000
Acct # - Miscellaneous Revenues			
5800 – Miscellaneous Revenues	62,000	62,000	62,000
Total	\$ 62,000	\$ 62,000	\$ 62,000
Acct # - Other Financing Sources			
5951 – Operating Transfer In- LLESA COPS	276,500	276,500	276,500
5951 – Operating Transfer In- ACT Investigator	212,233	212,233	214,306
5951 – Operating Transfer In- Revocation DDA	277,356	200,000	203,261
Total	\$ 766,089	\$ 688,733	\$ 694,067
Acct # - Intrafund			
5990 – Jobs 2000	190,429	180,000	203,261
5990 – Auto Theft	82,000	82,000	96,186
5990 – Post Conviction Drug Court	38,782	28,000	38,782
5990 – Indirect from DA Grants	184,841	127,000	201,514
Total	\$ 496,052	\$ 417,000	\$ 539,743
Total Revenues	\$ 8,989,867	\$ 8,918,171	\$ 9,705,731

PENDING FACTORS

The District Attorney's Office is participating in discussions regarding court efficiencies with the justice partners; this process is not a new idea. Past jail studies have noted that a multi-lateral approach of adding staff to all justice departments in a comprehensive manner will succeed. As part of this process, the District Attorney presented a proposal for staff needed to adequately staff the Home Courts. Any recommendations that result from this process will be brought to your Board for consideration.

DISTRICT ATTORNEY - 2860**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>POSITIONS RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
0075	District Attorney	ELECTED	1	1	\$ 166,825
0253	Chief Assistant District Attorney	L	1	1	148,901
0255	Assistant District Attorney	L	1	1	141,801
1203	Paralegal I	1041	3	3	89,958
1204	Paralegal II	1236	2	2	71,462
1209	Chief Deputy District Attorney	L	7	7	902,355
1210	Deputy District Attorney II	2323	7	7	463,369
1211	Deputy District Attorney III	2788	7	7	559,729
1212	Deputy District Attorney IV	3262	26	26	2,718,562
1220	Deputy District Attorney I	1817	14	14	775,919
1222	Senior Deputy District Attorney	3510	27	27	3,064,505
1758	Investigative Technician	1218	5	5	175,889
1760	Senior District Attorney Investigator	2337	23	21	1,610,824
1793	Supervising District Attorney Investigator	2972	2	5	437,504
1796	Assistant Chief of Investigations	E	1	0	-
1797	Chief of Investigations	D	1	1	113,976
2033	Victim-Witness Advocate	1219	1	1	40,154
2211	Systems and Procedures Analyst II	1867	1	1	58,511
2213	Systems and Procedures Analyst I	1513	1	1	51,417
2293	Staff Analyst III	2048	2	2	134,911
2339	District Attorney Business Manager	E	1	1	84,251
2355	Law Office Administrator	F	1	1	72,923
3070	Supervising Office Assistant II	1399	2	2	86,247
3078	Supervising Office Assistant I	1208	1	1	40,325
3080	Office Assistant III	1049	11	11	385,288
3110	Office Assistant II	940	5	5	136,673
3125	Office Assistant I	837	19	19	446,777
3140	Secretary III	1169	2	2	72,765
3142	Secretary II	1049	1	1	39,854
3160	Secretary IV	1291	4	4	171,899
3161	Secretary IV - Conf.	1313	2	2	87,644
3166	Administrative Secretary	1438	1	1	47,998
Subtotal			183	183	\$ 13,399,216
Remuneration					2,114
Auto Allowance					6,180
POST Incentive					40,271
Educational Incentive					45,186
Bilingual Skill Pay					10,800
Less Salary Savings (2.0%)					(270,075)
TOTAL REGULAR SALARIES					\$ 13,233,692

District Attorney -- 2860

RECOMMENDED POSITIONS TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1793	Supervising District Attorney Investigator	2972	<u>3</u>	<u>\$ 498,339</u>
	Cost of Adding Positions		3	\$ 498,339

VACANT POSITIONS RECOMMENDED FOR DELETION (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1760	Senior District Attorney Investigator	2337	-2	\$ 238,364
1796	Assistant Chief of Investigations	E	<u>-1</u>	<u>203,332</u>
	Cost of Restoring Vacant Positions		-3	\$ 441,696

District Attorney - Grants -- 2862

**District Attorney-Grants
BUDGET 2862
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 8,092,995	\$ 9,790,876	\$ 10,129,550	\$ 338,674	3%
Services and Supplies	1,074,072	1,475,225	1,396,795	(78,430)	-5%
Other Charges	135,818	184,841	201,514	16,673	9%
Residual Equity Transfers(Out)	105,000	-	-	-	0%
General Fixed Assets	8,748	-	-	-	0%
Total Appropriations	\$ 9,416,632	\$ 11,450,942	\$ 11,727,859	\$ 276,917	2%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 2,558,749	\$ 2,540,379	\$ 2,905,922	\$ 365,543	14%
Intergovernment Rev-Federal	574,491	639,687	657,265	17,578	3%
Charges For Services	1,311,831	2,363,847	2,404,402	40,555	2%
Miscellaneous Revenues	942,205	1,000,000	500,000	(500,000)	-50%
Other Financing Sources	305,557	326,869	337,057	10,188	3%
Intrafund Revenue	2,767,785	3,111,225	3,123,918	12,693	0%
Total Revenues	\$ 8,460,618	\$ 9,982,007	\$ 9,928,564	\$ (53,443)	-1%
<u>Net County Cost</u>	\$ 956,014	\$ 1,468,935	\$ 1,799,295	\$ 330,360	22%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	69	73	71	(2)	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

DISTRICT ATTORNEY - GRANTS – 2862

FUNCTION

The District Attorney Grants budget funds 18 units including 11 vertical prosecution teams. The majority of the grants mandate that prosecutors carry a lower caseload in order to target the prosecution of violent, serious and recidivist criminals, and complex litigation. The grants mandate that the staff work only on grant funded cases; therefore, prosecutors, investigators, and support staff assigned to these grant units are not interchangeable with the core prosecution staff in budget Org 2860. Without the grant funding from various State and Federal agencies and the Indian Gaming Special Distribution Fund, dedicated vertical prosecution would be impacted, if not eliminated.

The grant units in this budget Org include:

- The California Office of Traffic Safety (OTS) Driving Under the Influence (DUI) Alcohol and Drug Impaired Driver Vertical Prosecution program which focuses on preventing impaired driving and reducing alcohol and drug-impaired traffic fatalities and injuries.
- The Rural Crime prosecutor works collaboratively as part of the eight county Central Valley Rural Crimes Task Force concentrating on the criminal prosecution of defendants charged with theft of agricultural equipment, vehicles, tractors, all-terrain vehicles, fuel, chemicals, produce, livestock, and all sources of metal from open fields, farms, and ranch outbuildings.
- Fresno County Mid-Level Drug Suppression [Anti-Drug Abuse Enforcement Program (ADA)] focuses on the prosecution of narcotics cases working in collaboration with law enforcement narcotics teams throughout the County.
- California Multi-Jurisdictional Methamphetamine Enforcement Team (Cal-MMET) focuses on the prosecution of narcotics cases working in conjunction with law enforcement narcotic investigation teams.
- The California Department of Insurance fraud grants include Workers' Compensation, Automobile Insurance, Organized Automobile Insurance (Urban) and Disability and Health Insurance.
- The Real Estate Fraud Prosecution unit was statutorily created to investigate and prosecute real estate fraud crimes.
- The District Attorney is the lead County agency of the Multi-Agency Gang Enforcement Consortium (MAGEC) charged with the investigation and prosecution of gang cases.
- The Victim Restitution program ensures convicted offenders pay restitution to the victims of their criminal offenses.
- The Identity Theft (ID Theft) Prosecution unit prosecutes cases with a high dollar loss and/or complex cases involving multiple identity theft victims and multiple charges.
- The Consumer and Environmental Protection units are charged with the prosecution of cases involving fraudulent, deceptive, and illegal business practices that victimize Fresno County residents and law abiding businesses, threaten public safety, or endanger our local environment and natural resources.
- The Welfare Fraud unit detects, investigates, and prosecutes public aid fraud thereby saving the County, State, and Federal government's money by stopping and recovering overpayments, as well as through the deterrence of welfare fraud.
- The In-Home Supportive Services (IHSS) Fraud unit combats fraud occurring within the IHSS program, successfully terminating ongoing payments to fraudulent operators, recovering thousands of dollars of taxpayer money, and deterring additional fraud.

- The Environmental Crime (Waste Tire) investigator works with the County Department of Public Health conducting waste tire facility inspections, investigating illegal tire disposal or stockpiling and surveying points of waste tire generation to ensure compliance with applicable laws and regulations.
- The Professional Standards and Administrative units coordinate training and administration of services for all staff in the above units and the core criminal division.
- The Tribal Gaming unit focuses on the investigation and prosecution of criminal cases with a nexus to Indian Gaming locations.

OVERVIEW

The FY 2014-15 Recommended Budget of \$11,727,859 reflects a 2% (\$276,917) increase in appropriations and a 1% (\$53,443) decrease in estimated revenue from the FY 2013-14 Adopted Budget primarily due to a reduction in the donation to fund the ID Theft unit, partially offset with full-year funding for the Disability and Health Insurance Fraud program. The recommended net County cost (NCC) allocation to this Org (from the District Attorney's NCC allocation) reflects a 22% (\$330,360) increase over the FY 2013-14 Adopted Budget due to changes in funding allocations to various grant programs. Staffing is recommended at 71 positions, a decrease of 2 positions from the current year.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Based on changes to grant funding and program operations, a number of position changes are included in the recommended budget as follows:

- Life and Annuity Fraud (Org 28628750) – The Deputy District Attorney position associated with this program is being eliminated due to continued reductions in grant funding allocations.
- Indian Gaming (Org 28621000) – Based on estimated funding levels for FY 2014-15, the Office Assistant position associated with this program is recommended for elimination.

The recommended NCC partially supports the programs of IHSS Fraud, Professional Standards and Administration, URBAN, ID Theft, Mid-Level Drug Suppression, Waste Tire, and Victim Restitution.

Salaries and Benefits

- Salaries and Benefits recommended at \$10,129,550 reflect a 3% (\$338,674) increase over the FY 2013-14 Adopted Budget, primarily due to full-year funding of the positions associated with the Disability and Health Insurance Fraud unit, partially offset with the elimination of two positions.

Recommended funding includes:

- The deletion of one Deputy District Attorney and one Office Assistant positions assigned to Life and Annuity Fraud and Indian Gaming programs, respectively.
- Full-year funding for 71 permanent positions.
- Account 6100 Regular Salaries represent a 1% (\$56,322) increase primarily due to negotiated salary adjustments.
- Account 6400 Retirement Contribution reflects a 7% (\$249,393) increase based on rates for FY 2014-15.
- Account 6550 Workers' Compensation Contribution represents a 26% (\$20,957) increase based on past claim history.

Services and Supplies

- Services and Supplies recommended at \$1,396,795 reflect a 5% (\$78,430) decrease from the current year adopted budget based on planned grant activities for FY 2014-15.

Recommended funding includes:

- Account 7040 Telephone Charges represent a 32% (\$19,127) decrease based on rates and planned grant activities for FY 2014-15.
- Account 7190 Jury and Witness Expense reflects a 28% (\$4,455) decrease; account 7295 Professional and Specialized Services represent a 22% (\$13,000) decrease; and account 7400 Special Departmental Expense reflects an 8% (\$9,000) decrease based on planned grant activities for FY 2014-15.
- Account 7416 Transportation, Travel-Garage reflects a 15% (\$33,084) decrease based on estimated usage and rates for FY 2014-15.

Other Charges

- Other Charges recommended at \$201,514 represent a 9% (\$16,673) increase over the FY 2013-14 Adopted Budget as a result of full-year funding for the Disability and Health Insurance Fraud program impacting indirect costs.

SUMMARY OF REVENUES

- Revenues recommended at \$9,928,564 represent a 1% (\$53,443) decrease from the FY 2013-14 Adopted Budget.
 - Intergovernment Revenues-State (\$2,905,922) reflects a 14% (\$365,543) increase primarily due to full-year funding for the Disability and Health Insurance Fraud program.
 - Intergovernment Revenues-Federal (\$657,265) represents a 3% (\$17,578) increase due to additional funding for the OTS DUI Alcohol and Drug Impaired Driver Vertical Prosecution program.
 - Charges for Services (\$2,404,402) reflect a 2% (\$40,555) increase primarily due to increases in the consumer protection and real estate fraud programs.
 - Miscellaneous Revenues (\$500,000) reflect a 50% (\$500,000) reduction in the donation from the Table Mountain Rancheria for the prosecution of identity theft crimes pending acceptance by the Board of Supervisors.
 - Other Financing Sources (\$337,057) represent a 3% (\$10,188) increase in 2011 Realignment funding for Rural Crimes and MAGEC over the current year.
 - Intrafund Revenues (\$3,123,918) reflect less than a 1% (\$12,693) increase primarily in funding for the Welfare Fraud prosecution program that flows through the Department of Social Services.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – State			
3591 – State Indian Gaming	378,311	310,000	400,000
3575 – Disability and Health Ins Fraud	0	180,000	422,679
3575 – MAGEC	51,553	35,000	44,871
3575 – Workers Compensation Ins Fraud	1,307,047	1,200,000	1,325,133
3575 – Automobile Ins Fraud	525,850	365,000	510,621
3575 – URBAN Fraud	141,667	215,000	141,667
3575 – Victim Restitution	60,951	60,951	60,951
3575 – Life & Annuity Ins Fraud	75,000	50,000	0
Total	\$ 2,540,379	\$ 2,415,951	\$ 2,905,922
Acct # - Intergovernment Revenues – Federal			
4375 – OTS Alcohol & Drug Impaired Driving	639,687	590,000	657,265
Total	\$ 639,687	\$ 590,000	\$ 657,265
Acct # - Charges for Services			
4980 – Recording Fees- Real Estate Fraud	1,412,430	1,150,000	1,413,992
5069 – Judgement Awards- Consumer Protection	951,417	810,000	990,410
Total	\$ 2,363,847	\$ 1,960,000	\$ 2,404,402
Acct # - Miscellaneous Revenues			
5890 – ID Theft	1,000,000	500,000	500,000
Total	\$ 1,000,000	\$ 500,000	\$ 500,000
Acct # - Other Financing Sources			
5951 – Operating Transfer In- LLESA MAGEC	80,000	50,000	80,000
5951 – Operating Transfer In- LLESA Rural Crimes	246,869	246,869	257,057
Total	\$ 326,869	\$ 296,869	\$ 337,057
Acct # - Intrafund			
5990 – Welfare Fraud	2,492,761	2,000,000	2,510,876
5990 – IHSS Fraud	372,249	280,000	369,637
5990 – Mid-Level Drug/LLESA Cal-MMET	127,215	121,163	124,405
5990 – Waste Tire	119,000	110,000	119,000
Total	\$ 3,111,225	\$ 2,511,163	\$ 3,123,918
Total Revenues	\$ 9,982,007	\$ 8,273,983	\$ 9,928,564

PENDING FACTORS

The Life and Annuity Insurance Fraud program deletes one Deputy District Attorney position that is assigned to prosecute fraud cases. The District Attorney plans to submit a funding request for FY 2014-15 to the California Department of Insurance that fully funds this position for another year. This program has experienced continued funding reductions since being established in 2009 and is not expected to be able to allocate sufficient funds to cover 100% of the program costs for FY 2014-15. However, if the funding request is approved in full the District Attorney will return to the Board of Supervisors to restore this position for FY 2014-15.

DISTRICT ATTORNEY-GRANTS - 2862**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1202	Paralegal III	1488	3	3	\$ 147,099
1209	Chief Deputy District Attorney	C	1	1	128,908
1212	Deputy District Attorney IV	3210	20	19	2,068,891
1222	Senior Deputy District Attorney	3453	2	2	234,378
1758	Investigative Technician	1218	4	4	240,591
1760	Senior District Attorney Investigator	2337	18	18	1,326,663
1775	Collections Officer	1269	1	1	42,386
1793	Supervising District Attorney Investigator	2972	1	1	97,921
1802	District Attorney Investigator II	1971	6	6	390,365
2291	Staff Analyst I	1597	1	1	46,767
3070	Supervising OA II	1399	1	1	39,518
3080	Office Assistant III	1049	8	7	245,182
3140	Secretary III	1169	3	3	126,747
3160	Secretary II	1291	1	1	37,689
3215	Senior Accountant	2036	1	1	65,955
3260	Account Clerk III	1106	1	1	36,958
3621	Program Tech II	1183	1	1	46,510
Subtotal			73	71	\$ 5,322,528
Educational Incentive					6,533
Bilingual Skill Pay					4,800
POST					43,348
TOTAL REGULAR SALARIES					\$ 5,377,209

VACANT POSITIONS RECOMMENDED FOR DELETION (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1212	Deputy District Attorney IV (28628750)	3262	-1	\$ 192,259
3080	Office Assistant III (28621000)	1049	-1	65,868
Cost of Restoring Vacant Positions			-2	\$ 258,127

Public Defender -- 2880

**Public Defender
BUDGET 2880
General Fund**

	<u>Actual** 2012-13</u>	<u>Adopted 2013-14</u>	<u>Recommended 2014-15</u>	<u>Increase/ (Decrease)</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 11,143,245	\$ 11,070,228	\$ 12,389,699	\$ 1,319,471	12%
Services and Supplies	<u>1,156,099</u>	<u>1,144,481</u>	<u>1,437,291</u>	<u>292,810</u>	26%
Total Appropriations	\$ 12,299,344	\$ 12,214,709	\$ 13,826,990	\$ 1,612,281	13%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 1,010,800	\$ 1,010,800	\$ 1,011,000	\$ 200	0%
Intergovernment Revenues - St	84,515	70,470	96,351	25,881	37%
Charges For Services	1,114,400	1,172,537	1,169,141	(3,396)	0%
Miscellaneous Revenues	1,868	-	-	-	0%
Other Financing Sources	142,857	277,356	249,994	(27,362)	-10%
Intrafund Revenue	<u>242,110</u>	<u>240,414</u>	<u>262,377</u>	<u>21,963</u>	9%
Total Revenues	\$ 2,596,548	\$ 2,771,577	\$ 2,788,863	\$ 17,286	1%
<u>Net County Cost</u>	\$ 9,702,796	\$ 9,443,132	\$ 11,038,127	\$ 1,594,995	17%

	<u>Budgeted 2012-13</u>	<u>Current 2013-14</u>	<u>Recommended 2014-15</u>	<u>Increase/ (Decrease)</u>
Position Summary	84	88	105	17

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PUBLIC DEFENDER – 2880

FUNCTION

Pursuant to the 6th Amendment to the Constitution of the United States, all indigent persons charged with a criminal offense where their liberty is placed in jeopardy are entitled to legal counsel. The Public Defender is the primary source for court appointed counsel, and as such is a critical and integral part of the criminal justice system. The Public Defender counsels appointed clients of their legal rights, investigates their cases, secures witnesses, and defends the client's interest before the court. A further function of the office is to provide counsel to those minors and parents whose parental rights to childcare and custody are challenged and to those whose personal rights to self-reliance are being challenged. The Public Defender services are mandated by the California Government and Civil Codes as well as those defined by judicial decree.

OVERVIEW

The FY 2014-15 Recommended Budget of \$13,826,990 reflects an increase of 13% (\$1,612,281) over the FY 2013-14 Adopted Budget. The recommended budget reflects a less than 1% increase (\$17,286) in estimated revenue over the FY 2013-14 Adopted Budget. A salary savings of 3% (\$216,188) was used in calculating the 6100 account with related benefits savings of \$159,575.

GOAL SETTING

FY 2014-15

Goal: The department will continue to provide quality legal services through institutionalizing administrative functions, while focusing on maximizing fee revenues.

In conjunction with the Auditor-Controller/Treasurer-Tax Collector (ACTTC) Revenue Collections unit, the department will implement the process to submit and monitor appointed counsel registration fee forms in both adult and juvenile cases, as approved by the Board of Supervisors in March 2014.

The department is working with other justice partners to enhance the current language contained in the adult sentencing reports towards the goal of eliminating the need for attorney fee forms. The department will also work with other justice partners to have both the registration fee and attorney reimbursement fee incorporated into the Probation Department's sentencing report and the court's minute order.

Improve internal administrative processes to effectively capture and claim all reimbursable hours for Coalinga State Hospital cases (this includes criminal cases and involuntary medication cases), and Pleasant Valley State Prison cases.

Performance Metric:

By July 2014, with the assistance of the vendor: Canyon Solutions, the department will develop a new module within the case management system to collect and report registration fee form data. Administrative staff will continue to conduct monthly quality control analysis that includes review of defense attorney compliance with submission of registration fee forms and court ordered reimbursement for legal services, accurate data collection, input and reporting. Quality control will be maintained by a monthly data review and adjustments made through additional training, as needed.

Continue to utilize established centralized process and quality control system to ensure the timeliness and accuracy of recording of billable time for State reimbursement cases and monitor reimbursement through standard accounting procedures. This process is as follows: Centralized staff is used to create and monitor reimbursable cases. Relevant staff has been trained to properly document reimbursable hours and enter those hours into the billable time system. A biweekly reminder is sent out to all staff to

appropriately record their time. The existing case tracking system allows management to monitor the time recorded. Management is undertaking a monthly review to ensure compliance. In addition, all relevant cases are reviewed prior to billing. The cases are billed quarterly, with reimbursements monitored through standard accounting procedures.

The department intends to streamline the billable time process by assigning all future billable Coalinga State Hospital and Pleasant Valley State Prison cases, as they arise, to no more than two attorneys. A written protocol of this process is being developed and implemented for all relevant staff to follow.

Fiscal Goal

FY 2013-14

Goal: The department will increase appointed counsel registration and other allowable service fee revenues.

Outcomes/Results: The implementation of appointed counsel registration fees were approved, and the updated Master Schedule of Fees went into effect April 24, 2014. ACTTC has changed distribution of court ordered fees to the Public Defender to ensure compliance with the California Penal Code. Pursuant to the California Penal Code, victim restitution is the first priority, followed by State restitution and fines before fees (including Public Defender fees) may be distributed. The change in distribution was not anticipated during the development of the FY 2013-14 Recommended Budget. The department is working closely with the County Administrative Office to continue to monitor departmental revenues.

Operational Goal

FY 2013-14

Goal: Improve the submission of all fee collection forms and the accuracy and timeliness of data collection and entry in Judicial Case Activity Tracking System (JCATS).

Outcomes/Results: The department continues to modify and improve utilization of JCATS. A case management system module was developed to track submission data for court appointed fee forms. An analysis of the data indicates over an 80% submission rate in all relevant appointed cases. This current module is monitored by management and is measured as part of a monthly review. The monthly report provides the number of cases closed during the period, the number and percentage of cases where a fee form was submitted, the number and percentage of cases in which there was a failure to submit the fee form, and the number and percentage of cases where a fee form is not applicable (examples: conservatorships and contempt cases). The department with the assistance of the County Administrative Office, Internal Services Department, and the vendor: Canyon Solutions are reviewing, analyzing, and updating the case management module as needed.

Departmental Goal

FY 2013-14

Goal: Continue to improve the cost-effective delivery of services by utilizing staff at their maximum capabilities based on their skill and experience and begin succession planning to cope with future attrition of experienced staff.

Outcomes/Results: The department continued to administer effective practices in the area of staff development and capacity building. In furtherance of succession planning, staff training continued and a promotional plan was developed.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Felony and Misdemeanor Cases

In the first seven months of FY 2013-14, the department's Felony Team experienced a 20% increase in

the number of new case assignments in comparison to the same period of the prior fiscal year. This is a significant workload increase to the Felony Team that staff the seven felony home courts and two Domestic Violence courts. Case assignment increases include new felony cases, Violation of Probation cases, Parole cases, Post Release Community Supervision and Mandatory Supervision Release cases. This increase is, in part, related to an overall increase in AB 109 realignment cases.

During the same period, the department's Misdemeanor Team experienced a 15% increase in misdemeanor cases and violations of probation in comparison to the same period last fiscal year. This is a significant workload increase to the Misdemeanor Team staffing the five misdemeanor courts with one attorney assigned per court.

The recommended budget includes the addition of 17 positions of which 7 positions are attorneys. The two Defense Attorney II and five Defense Attorney I positions will assist with reducing significant delays in the processing of court cases thereby improving efficiencies with system costs, jail overcrowding, public safety, and the quality of legal services.

Forced Medication Cases - Petitions for Involuntary Medication

Effective July 1, 2012, Assembly Bill (AB) 366, Involuntary Medication Hearing legislation was enacted. AB 366 allows the State to seek a court order authorizing the involuntary administration of antipsychotic medication for a Mentally Disordered Offender (MDO) or a Sexually Violent Predator (SVP) committed to a state mental hospital who refuses to take medication prescribed. The Attorney General represents the Coalinga State Hospital in filing petitions for Involuntary Medication (CRAD). Coalinga State Hospital is located in Fresno County which houses both MDO and SVP offenders who have court commitments from other counties statewide. Since October 12, 2012 the Public Defender has accepted appointment in all CRAD cases filed by Coalinga State Hospital, regardless of the originating county throughout the State of California. To date, this exceeds 100 cases. For FY 2013-14, the Public Defender accepted appointment on 56 new CRAD cases through April 2014. As of January 2014, CRAD cases began trending upward with hearings often being calendared on a weekly basis. In order to address these increased CRAD filings and to promote more efficient state reimbursement, the department devoted a part-time extra-help attorney, beginning April 2014, to handle this caseload exclusively. The department is able to submit claims to the state for full reimbursement of salaries, benefits, and indirect costs based on 10% of salaries. The department submitted its most recent claim for reimbursement of services in March 2014.

Student Internship Programs

During FY 2013-14, the department was included in a Board approved Agreement to formalize partnerships with Alliant International University and California State University, Fresno for the use of student interns to assist attorneys and paralegals in the preparation of criminal cases and assessments of clients. The department plays a key role in building the local professional pool as student interns receive practical training and experience in their field of expertise. Further, the department receives invaluable assistance for necessary services to our clients.

Salaries and Benefits

- Salaries and Benefits recommended at \$12,389,699 represent a 12% increase (\$1,319,471) over the FY 2013-14 Adopted Budget. This includes a recommended 105 positions, an increase of 17 positions over the current fiscal year.

Recommended funding includes:

- Account 6100 Regular Salaries represent a 9% increase (\$561,049) over the current year due to adding staff, step increases, salary adjustments, and promotions.
- Account 6200 Extra-Help represents a 597% increase (\$62,324) over the current year due to one additional part-time extra-help Defense Attorney position to address increased CRAD cases workload.

- Account 6350 Unemployment Insurance represents a decrease of 38% (\$4,316) primarily based on actual experience.
- Account 6400 Retirement Contribution reflects an increase of 15% (\$517,905) over the current fiscal year due to increased rates and increase in staffing.
- Account 6600 Health Insurance Contribution reflects an increase of 23% (\$122,381) over the current fiscal year due to an increase in employer contribution and also adding staff.

Services and Supplies

- Services and Supplies are recommended at \$1,437,291 and represent a 26% increase (\$292,810) over the current year.

Recommended funding includes:

- Account 7205 Maintenance-Equipment represents a 78% (\$2,975) increase in photocopies made and other printed material as a result of the additional number of cases appointed to the department and also added staffing.
- Account 7265 Office Expense represents a 53% (\$42,707) increase over the current year as a result of the additional number of cases appointed to the department and also added staffing.
- Account 7269 Printing has not been previously utilized by the department and was added (\$6,000) to account for printing costs to institute the new attorney appointment registration fee.
- Account 7271 Books and Publications represent a 37% (\$6,808) increase due to the quantity of books ordered for the department's current staff and additional staff.
- Account 7385 Small Tools and Instruments represents a 141% (\$20,500) increase as a result of replacing a copier, several printers and monitors, and purchases of office fixtures for additional staff.
- Account 7415 Trans, Travel, and Education represents a 361% (\$14,781) increase to restore best practices for continuing education for Defense Attorneys, Investigators and Paralegals.
- Account 7416 Transportation and Travel County Garage represents a 74% (\$28,598) increase based higher costs of maintaining older vehicles and added staffing.

SUMMARY OF REVENUES

- Revenues are recommended at \$2,788,863 and reflect a less than a 1% increase (\$17,286) over the current year adopted budget.
 - Intergovernment Revenues-State are recommended at \$96,351, a 37% (\$25,881) increase over the current year adopted budget based on the actual current year revenues.
 - Charges for Services-Court Appointed Attorney Fees are recommended at \$1,169,141 a 1% (\$3,396) decrease from the current year adopted budget due primarily to a decrease in anticipated court appointed attorney fees from \$237,977 to \$100,000. However, the decrease will be offset by the addition of a new registration fee revenue (\$100,000) and an increase in the County Court Services Agreement (\$34,581).

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3308 – Criminal Justice Facility Construction	1,010,800	1,010,800	1,011,000
Total	\$ 1,010,800	\$ 1,010,800	\$ 1,011,000
Acct # - Intergovernment Revenues – State			
3455 – Juvenile Drug Court	15,590	15,590	15,590
3575 – State - Other	54,880	60,000	80,761
Total	\$ 70,470	\$ 75,590	\$ 96,351
Acct # - Charges for Services			
4906 – Court Appointed Attorney Fees	237,977	90,000	100,000
5047 – County Court Services	934,560	934,560	969,141
4906 – Registration Fees	0	0	100,000
Total	\$ 1,172,537	\$ 1,024,560	\$ 1,169,141
Acct # - Other Financing Sources			
5951 – AB109 - Public Safety Realignment	277,356	267,024	249,994
Total	\$ 277,356	\$ 267,024	\$ 249,994
Acct # - Intrafund			
5990 – Post Conviction Drug Court	31,703	31,703	31,703
5990 – Jobs 2000	208,711	230,674	230,674
Total	\$ 240,414	\$ 262,377	\$ 262,377
Total Revenues	\$ 2,771,577	\$ 2,640,351	\$ 2,788,863

PENDING FACTORS

In March 2014, the department received notice from the Department of State Hospitals (DSH) that they anticipate an increase in the number of section 4210 hearings (CRAD) going forward. Currently, the department has added a part-time Extra-Help attorney to handle the CRAD cases, which will be fully supported through state reimbursement. The department will continue to monitor the appointment of these cases to determine whether full-time attorney positions or extra-help are warranted in the future.

Proposition 36 (Penal Code Section 1170.126) – Three Strikes Reform Act of 2012

On November 6, 2012, California voters approved the Three Strikes Reform Act of 2012 (Proposition 36) amending the “three strikes law” and authorizing resentencing for certain offenders previously convicted of “three strikes” offenses and serving life sentences. Since November 2012 the department has accepted appointment in 37 cases for resentencing hearings. For FY 2013-14, the Public Defender has accepted appointment on nine new cases through April 2014. The majority of these cases have now been adjudicated through the court system. However, since Proposition 36 establishes a two-year window for filing a petition for resentencing or at a later date upon a showing of good cause, the remaining cases are highly contested and require substantial labor and additional costs. The department will monitor the appointment of new cases through the two-year window of November 2014, and continue to monitor the workload of the remaining cases to determine whether a full-time attorney position or extra-help is warranted in the future.

PUBLIC DEFENDER - 2880**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0267	Assistant Public Defender	C	1	1	\$ 143,988
1203	Paralegal I	1041	1	2	57,417
1204	Paralegal II	1236	2	2	73,463
1205	Paralegal III	1488	1	1	39,387
1208	Chief Defense Attorney	D	2	2	257,816
1240	Defense Attorney I	1817	8	14	683,793
1241	Defense Attorney II	2323	14	14	981,183
1242	Defense Attorney III	2788	10	10	901,704
1243	Defense Attorney IV	3262	16	18	1,833,444
1245	Senior Defense Attorney	3510	6	5	585,945
1764	Defense Investigator I	1650	1	4	174,984
1765	Defense Investigator II	1999	8	9	593,350
2209	Administrative Services Assistant	1845	1	1	58,421
3070	Supervising Office Assistant II	1399	1	1	46,719
3080	Office Assistant III	1049	10	9	315,234
3125	Office Assistant I	837	2	8	179,824
3140	Secretary III	1169	2	2	70,027
3255	Senior Accountant	2036	1	1	54,400
8088	Public Defender	B	1	1	155,168
Subtotal			88	105	\$ 7,206,267
Auto Allowance					6,180
Criminal Law Specialists Incentives					27,550
Bilingual Skill Pay					7,224
Less Salary Savings 3%					(216,188)
TOTAL REGULAR SALARIES					\$ 7,031,033

POSITIONS RECOMMENDED TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1241	Defense Attorney II	2323	2	\$ 206,190
1240	Defense Attorney I	1817	5	403,550
1764	Defense Investigator I	1650	4	291,984
1203	Paralegal I	1041	1	48,732
3125	Office Assistant I	837	5	203,751
Cost of Adding Positions			17	\$ 1,154,207

Probation -- 3430

**Probation
BUDGET 3430
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 21,877,717	\$ 23,189,484	\$ 25,879,324	\$ 2,689,840	12%
Services and Supplies	5,670,089	5,849,463	6,978,029	1,128,566	19%
Other Charges	135,319	864,000	516,000	(348,000)	-40%
General Fixed Assets	-	48,446	-	(48,446)	-100%
Total Appropriations	\$ 27,683,125	\$ 29,951,393	\$ 33,373,353	\$ 3,421,960	11%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 881,143	\$ 850,000	\$ 850,000	\$ -	0%
Intergovernment Revenues - St	12,113,887	10,320,148	8,210,277	(2,109,871)	-20%
Intergovernment Rev-Federal	1,911,902	1,800,000	500,000	(1,300,000)	-72%
Charges For Services	1,671,219	1,743,747	1,866,693	122,946	7%
Miscellaneous Revenues	384,113	-	-	-	0%
Other Financing Sources	6,818,045	8,508,330	13,850,659	5,342,329	63%
Intrafund Revenue	663,799	538,967	546,847	7,880	1%
Total Revenues	\$ 24,444,108	\$ 23,761,192	\$ 25,824,476	\$ 2,063,284	9%
<u>Net County Cost</u>	\$ 3,239,017	\$ 6,190,201	\$ 7,548,877	\$ 1,358,676	22%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	252	275	276	1	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

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. Funding for the department's Juvenile Justice Campus (JJC) is detailed in Org 3440 and the Probation grant funded programs are detailed in Org 3432.

OVERVIEW

The FY 2014-15 Recommended Budget of \$33,373,353 reflects an 11% (\$3,421,960) increase in appropriations over the FY 2013-14 Adopted Budget primarily due to full-year funding of 23 positions and contracts for services added midyear FY 2013-14 with third party revenue. The FY 2014-15 Recommended Budget reflects a 9% (\$2,063,284) increase in estimated revenue over the FY 2013-14 Adopted Budget primarily due to increases in Public Safety Realignment Act of 2011 (AB 109) and California Community Corrections Performance Incentives Act (SB 678) funding. A 3% (\$421,640) salary savings has been used in calculating Regular Salaries (account 6100) in the recommended budget. A \$337,745 savings in combined, related benefits has also been calculated in the recommended budget for Retirement, OASDI, and Health Insurance. Staffing is recommended at 276 positions, an increase of 1 position.

GOAL SETTING

FY 2014-15

Goal: To maximize the provision of evidence based practices and programs for offenders in all service areas of the department with particular emphasis on adult division services under AB 109 including prevention, intervention, accountability, and support leading to enhanced public safety in the County of Fresno.

Performance Metric: Success is measured through the reduction of criminal victimization and increased public safety as seen in the provision of evidence based principles, practices and programs for offenders.

Fiscal Goal

FY 2013-14

Goal: The fiscal goal of the Probation Department continues to ensure the funding provided to the Probation Department is used in the most efficient and effective manner. This is accomplished by continuously monitoring expenditures and revenues and reviewing ongoing operations, contracts, and purchases of Services and Supplies to maximize each dollar spent.

Outcomes/Results: The department monitored expenditures and revenue throughout the fiscal year resulting in an estimated savings of \$1,600,000 in budgeted net County cost (NCC) for FY 2013-14. A total of \$800,000 (50%) of the savings is included as NCC carryover in the recommended budget. The remaining \$800,000 (50%) and any additional savings will be redirected to fund balance.

Departmental Goal

FY 2013-14

Goal: The overall goal of the Fresno County Probation Department continues to be the provision of services that enhance public safety through crime prevention, offender supervision, victim advocacy, and

support of the court.

Objective I: To provide and expand the use of evidence based principles, programs and practices in the adult, juvenile and institutional divisions to support successful rehabilitation and reintegration into the community.

Outcome: The institutional and juvenile divisions have implemented a fourth generation validated risk assessment and case management tool called the PACT (Positive Achievement Change Tool); the adult division has integrated the STRONG (Static Risk and Offender Needs Guide), also a validated risk and case management tool for use with offenders. Motivational Interviewing (MI) and Thinking for a Change (T4C) are being utilized and expanded in the field units. The Transition from Jail to Community (TJC) Reentry Pod, a collaborative effort with Probation and Sheriff's Office staff, is operational; there is also continuing use of the Day Reporting Center; and expanded use of mental health and drug treatment services.

Objective II: To maximize outreach and services to crime victims including the collection of restitution.

Outcome: The James Rowland Crime Victims Assistance Center continues to provide comprehensive services for victims of violent crimes in Fresno County including the completion of 612 violent crimes compensation claims through March 2014.

Operational Goal

FY 2013-14

Goal: In accordance with the ongoing implementation of AB 109, the Public Safety Realignment Act of 2011, the operational goal of the Probation Department continues to be to fund, train, integrate and implement specific public safety services related to this population.

Objective I: Continued implementation and expansion of evidence based services and programs.

Objective II: Continued research and evaluation efforts including internal data evaluation, implementation of the PEW Results First Programs, and cost benefit analysis and implementation of the Public Policy Institute of California (PPIC) research and evaluation efforts.

Outcomes: Services include the Adult Compliance Team (ACT), a fully functional comprehensive multi-agency support and enforcement team of officers from various policing agencies; and use of flash incarceration, mental health wraparound services, a pre-trial supervision program, drug treatment services including in-patient and sober living centers and vocational services. The first year of data research and evaluation has been completed and presented to the Community Corrections Partnership (CCP).

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits recommended at \$25,879,324 represent a 12% (\$2,689,840) increase over the current year adopted budget primarily due to full-year funding for 23 positions added midyear FY 2013-14. Staffing is recommended at 276 positions, an increase of 1 position.

Recommended funding includes:

- Full-year costs for 23 positions added midyear FY 2013-14 with AB 109, SB 678 and contract funds.
- The addition of one Deputy Probation Officer position to perform duties previously addressed with an extra-help position.
- Account 6200 Extra-Help reflects a 31% (\$70,000) decrease based on addition of a permanent position and estimated usage for FY 2014-15.

Probation -- 3430

- Account 6300 Overtime reflects a 33% (\$150,000) increase based on the current and prior year actual usage. The increase in Overtime is primarily associated with the completion of court reports and for AB 109 activities (offset with AB 109 revenue).
- Account 6400 Retirement Contribution represents an 18% (\$1,204,871) increase based on full-year costs for positions added midyear FY 2013-14 and rates for FY 2014-15.
- Account 6500 OASDI Contribution represents a 10% (\$97,947) increase based on rates for FY 2014-15 and full-year costs for positions added midyear FY 2013-14.
- Account 6600 Health Insurance Contribution represents a 7% (\$108,838) increase due to full-year costs of positions added midyear FY 2013-14 and based on rates for FY 2014-15.

Services and Supplies

- Services and Supplies recommended at \$6,978,029 represent a 19% (\$1,128,566) increase over the current year adopted budget primarily due to contracts for services added midyear FY 2013-14 with AB 109 funds and an increase in Facility Operations and Maintenance charges.

Recommended funding includes:

- Account 7221 Building Maintenance-GSA reflects a 100% (\$18,000) decrease due to these costs being recognized in account 7345, Facility Operations and Maintenance for FY 2014-15.
- Account 7250 Memberships reflect a 47% (\$7,260) increase due to an increase in membership dues for the California Chief Probation Officers Association (CPOC).
- Account 7295 Professional and Specialized Services represent a 34% (\$789,759) increase primarily due to full-year costs for contracts for transitional housing (\$600,000) and counseling services (\$120,000) added midyear FY 2013-14 with AB 109 funds.
- Account 7345 Facility Operations and Maintenance represent a 76% (\$188,341) increase based on current year usage and rates for FY 2014-15.
- Account 7400 Special Departmental Expense reflects a 28% (\$35,000) increase based on current year actual usage and equipment needs for 17 Deputy Probation Officers added midyear FY 2013-14.
- Account 7416 Transportation & Travel County Garage reflects a 17% (\$70,145) increase primarily due to the additional vehicles associated with the 17 Deputy Probation Officer positions added midyear FY 2013-14.
- Account 7611 Security Services reflect a 38% (\$15,051) decrease based on rates for FY 2014-15.

Other Charges

- Other Charges of \$516,000 represent a 40% (\$348,000) decrease from the current year adopted budget based on estimated charges by the State for housing Department of Juvenile Justice (DJJ) placements as ordered by the Fresno County Superior Court. The annual cost per bed at DJJ is \$24,000.

Fixed Assets

- The Tree Fresno project will have no additional expenses funded with Indian Gaming Special Distribution revenue, therefore no funding is recommended for FY 2014-15.

SUMMARY OF REVENUES

- Revenues are recommended at \$25,824,476, a 9% (\$2,063,284) increase over the current year adopted budget primarily due to increases in AB 109 and SB 678 funding to cover full-year costs for positions and contracts for services added midyear FY 2013-14.
 - Fines, Forfeitures and Penalties (\$850,000) reflect current year funding based on actual receipts for the collection of Adult Offender Work Program fees.
 - Intergovernmental Revenues-State (\$8,210,277) represent a 20% (\$2,109,871) decrease due to recognizing SB 678 revenue in Other Financing Uses for FY 2014-15. SB 678 revenue was recognized in this object level in the current year adopted budget. Also reflects an estimated 4.65% growth in Public Safety Proposition 172 sales tax revenue over the current year.
 - Intergovernmental Revenues-Federal (\$500,000) reflect a 72% (\$1,300,000) reduction based on changes in claiming guidelines from the Federal Department of Health and Human Services based on recent reviews of Title IV-E programs in two other counties within California.
 - Charges for Services (\$1,866,693) reflect a 7% (\$122,946) increase based on contracts with the Fresno County Office of Education and Central and Sanger Unified School Districts for probation services added midyear FY 2013-14.
 - Other Financing Sources (\$13,850,659) reflect a 63% (\$5,342,329) increase due to recognizing all SB 678 revenue in this revenue category that was recognized in Intergovernmental Revenues-State in the current year. In addition, it reflects full-year AB 109 and SB 678 funding of positions and contracts for services added midyear FY 2013-14. Revenue to cover the contract costs for the cities of Fresno and Clovis Police Departments AB 109 Adult Compliance Team (ACT) members is also budgeted in this Org to reimburse the cities.
 - Intrafund Revenues (\$546,847) reflect a 1% (\$7,880) increase based on anticipated revenue for Deputy Probation Officers funded by other County departments for FY 2014-15.
 - Net County Cost (NCC) Carryover – The Probation Department's NCC allocation for FY 2014-15 includes an additional \$800,000 that is based on the department's projected NCC carryover from FY 2013-14. The carryover is based on budget instructions and CAO approval for 50% of projected NCC savings from FY 2013-14.

Probation -- 3430

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3320 – Adult Offender Work Program	850,000	862,000	850,000
Total	\$ 850,000	\$ 862,000	\$ 850,000
Acct # - Intergovernment Revenues – State			
3575 – Intergovernmental Revenues-State	2,743,577	2,588,824	335,277
3577 – Proposition 172	7,528,125	7,720,193	7,875,000
3591 – State-Indian Gaming	48,446	0	0
Total	\$ 10,320,148	\$ 10,309,017	\$ 8,210,277
Acct # - Intergovernment Revenues – Federal			
4380 – Federal-Other	1,800,000	731,700	500,000
Total	\$ 1,800,000	\$ 731,700	\$ 500,000
Acct # - Charges for Services			
4895 – Personnel Services	661,047	771,176	780,193
4957 – Probation Presentence Report Fees	25,000	30,409	25,000
5031 – Work Furlough	5,500	3,905	4,000
5081 – Restitution Admin. Fees	2,200	0	0
5082 – Installment Fees	3,000	1,500	1,500
5083 – Diversion Program Fees	9,000	8,000	9,000
5084 – Drug Testing	500,000	554,680	525,000
5085 – Adult Supervision Fees	475,000	471,407	465,000
5086 – Juvenile electronic Monitoring	18,000	9,033	12,000
5087 – juvenile Admin. Screening	38,000	33,107	38,000
5088 – Domestic Violence Batterer's Admin.	2,500	2,500	2,500
5089 – juvenile Record Sealing Fees	4,500	4,300	4,500
Total	\$ 1,743,747	\$ 1,890,017	\$ 1,866,693
Acct # - Other Financing Sources			
5951 – AB 109	4,959,198	4,484,559	6,963,444
5951 – Juvenile Probation Activities	226,125	226,125	226,125
5951 – Juvenile Justice Crime Prevention Act	2,838,421	2,894,440	3,014,023
5951 – Juvenile Reentry	300,000	300,000	300,000
5951 – Youthful Offender Block Grant	184,586	156,504	187,613
5951 – SB 678	0	106,463	3,159,454
Total	\$ 8,508,330	\$ 8,168,091	\$ 13,850,659
Acct # - Intrafund			
5990 – Intrafund Revenue	538,967	538,967	546,847
Total	\$ 538,967	\$ 538,967	\$ 546,847
Total Revenues	\$ 23,761,192	\$ 22,499,792	\$ 25,824,476

PROBATION - 3430

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<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	14	14	\$ 1,053,814
2005	Deputy Probation Officer IV	1960	50	50	3,328,437
2007	Deputy Probation Officer III	1773	50	50	3,008,825
2010	Deputy Probation Officer II	1574	22	22	1,064,082
2015	Deputy Probation Officer I	1329	30	31	1,188,084
2023	Juvenile Correctional Officer II	1520	1	1	50,765
2045	Probation Division Director	E	3	3	264,294
2065	Probation Technician I	1053	11	11	328,020
2066	Probation Technician II	1183	12	12	435,664
2213	Systems & Procedures Analyst III	2164	1	1	70,079
2240	Sr. Systems & Procedures Analyst	2423	1	1	78,457
2260	Probation Business Manager	E	1	1	83,903
2293	Staff Analyst III	2048	2	2	121,463
3010	Chief Office Assistant	1537	2	2	99,545
3070	Supervising Office Assistant II	1399	6	6	255,430
3080	Office Assistant III	1049	27	27	922,888
3110	Office Assistant II	940	9	9	248,773
3125	Office Assistant I	837	12	12	289,780
3143	Secretary II Conf.	1067	2	2	76,848
2209	Administrative Services Assistant	1845	1	1	59,691
3215	Accountant II	1743	2	2	114,908
3255	Senior Accountant	2036	1	1	67,087
3260	Account Clerk III	1106	4	4	147,830
3262	Supervising Accountant	2220	1	1	71,853
3620	Program Technician I	1246	1	1	33,054
3621	Program Technician II	1393	1	1	46,510
3623	Program Technician II - Conf.	1416	3	3	125,346
3704	Information Technology Analyst I	1489	1	1	39,507
3707	Information Technology Analyst IV	2302	3	3	213,787
8085	Chief Probation Officer	FLAT	1	1	135,772
Subtotal			275	276	\$ 14,024,496
Auto Allowance					6,180
Bilingual Skill Pay					24,000
Less Salary Savings (3%)					(421,640)
TOTAL REGULAR SALARIES					\$ 13,633,036

RECOMMENDED POSITION TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
2015	Deputy Probation Officer I	1329	1	\$ 59,138
	Cost of Adding Position		1	\$ 59,138

Probation - Grants -- 3432

**Probation - Grants
BUDGET 3432
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,409,781	\$ 1,567,292	\$ 1,890,712	\$ 323,420	21%
Services and Supplies	426,275	184,523	133,708	(50,815)	-28%
Total Appropriations	\$ 1,836,055	\$ 1,751,815	\$ 2,024,420	\$ 272,605	16%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 490,539	\$ 361,133	\$ 361,133	\$ -	0%
Intergovernment Rev-Federal	900,882	619,627	792,363	172,736	28%
Charges for Services	28,005	36,116	-	(36,116)	-100%
Miscellaneous Revenues	-	14,000	14,000	-	0%
Other Financing Sources	238	-	101,838	101,838	100%
Intrafund Revenue	301,355	389,347	393,697	4,350	1%
Total Revenues	\$ 1,721,019	\$ 1,420,223	\$ 1,663,031	\$ 242,808	17%
<u>Net County Cost</u>	\$ 115,037	\$ 331,592	\$ 361,389	\$ 29,797	9%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	19	21	23	2	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PROBATION GRANTS – 3432

FUNCTION

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

OVERVIEW

The FY 2014-15 Recommended Budget of \$2,024,420 reflects a 16% (\$272,605) increase in appropriations and 17% (\$242,808) increase in revenues over the FY 2013-14 Adopted Budget. The increase in appropriations and revenues is primarily due to the addition of the Probation Specialized Supervision Program grant approved midyear FY 2013-14 and the addition of two positions to the existing Prevent Repeat Impaired Driving Effectively (PRIDE) grant. In addition, the recommended budget reflects the ending of the Disproportionate Minority Contact-Technical Assistance project and the Juvenile Detention – Foster Youth Services program grants. Staffing is recommended at 23 positions, an increase of 2 positions over the FY 2013-14 Adopted Budget.

SUMMARY OF CAO RECOMMENDATIONS

Grant Programs

Drug Suppression Program - Probation Team (\$116,008)

Grant Funds:	\$41,900	County Match:	\$74,108
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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's Org (31116313) and funds one Deputy Probation Officer position.

James Rowland Crime Victim Assistance Center (\$884,058)

Grant Funds:	\$646,294	County Match:	\$237,764
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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, and one Office Assistant positions. In addition, the grant funds 85% of a Program Technician position.

Elder Abuse Program (\$174,517)

Grant Funds:	\$125,000	County Match	\$49,517
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Provides services to victims of elder abuse including coordination of psychiatric, legal, medical, and crisis intervention services. This grant program funds two permanent Victim Witness Advocate positions and 15% of a Program Technician position.

Post-Conviction Drug Court (PCDC) (\$351,797)

Grant Funds:	\$351,797	County Match:	None
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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 Department of Behavioral Health and funds two Deputy Probation Officer, one Office Assistant, and one Probation Technician positions.

Juvenile Drug Court (\$23,838)

Grant Funds: \$23,838 County Match: None

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 partially funds a Deputy Probation Officer position. Part-time staff from the District Attorney, Public Defender, and Department of Behavioral Health are also funded by this grant.

Prevent Repeat Impaired Driving Effectively (PRIDE) (\$272,364)

Grant Funds: \$272,364 County Match: None

This program provides for intensive supervision of repeat DUI offenders. In addition, it improves collaboration and information sharing between law enforcement agencies and the Probation Department and enhances the ability to arrest probationers identified with outstanding warrants, violations of probation, and who are a danger to the community. In the current fiscal year, the program provided funding for one Deputy Probation Officer position. Beginning in FY 2014-15, the grant will fund two Deputy Probation Officer and one Probation Technician positions.

Probation Specialized Supervision Program (\$201,838)

Grant Funds: \$201,838 County Match: None

This program provides for intensive supervision of high risk offenders convicted of a violent crime related to domestic violence, sexual assault, dating violence, and/or stalking. The grant funds one Deputy Probation Officer and one Victim Advocate positions. The Deputy Probation Officer provides intensive supervision and the Victim Advocate engages victims to minimize further trauma to them and their families by providing protection and referrals to supportive services and counseling. The program is supported with grant funds of \$100,000 and Senate Bill (SB) 678 (Chapter 608, Statutes of 2009) funds of \$101,838. Senate Bill 678, the California Community Corrections Performance Incentives Act, provides funding from the state to counties based on the costs avoided by the Department of Corrections and Rehabilitation due to a reduction in the percentage of adult probationers sent to prison from counties for a probation failure.

Salaries and Benefits

- Salaries and Benefits represent a 21% (\$323,420) increase over the current year adopted budget primarily due to additional program grant funding. Staffing is recommended at 23 positions, an increase of 2 positions over the FY 2013-14 Adopted Budget.

Recommended funding includes:

- Full-year costs for the Probation Specialized Supervision Program grant awarded midyear FY 2013-14.
- The addition of one Deputy Probation Officer and one Probation Technician positions fully-funded by the existing PRIDE grant.

Services and Supplies

- Services and Supplies represent a 28% (\$50,815) decrease from the current year adopted budget primarily due to the ending of the Disproportionate Minority Contact-Technical Assistance Project grant.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,663,031 a 17% (\$242,808) increase over the current year adopted budget primarily due to funding for the additional positions in the PRIDE grant and funding for the Probation Specialized Supervision Program grant.

Probation - Grants -- 3432

- Intergovernmental Revenues–State (\$361,133) represents no change to the current year allocation. This revenue provides partial funding for the James Rowland Crime Victim Assistance Center grant.
- Intergovernmental Revenues–Federal (\$792,363) reflects a 28% (\$172,736) increase due to additional funding for the PRIDE grant and funding for the Probation Specialized Supervision Program grant.
- Miscellaneous Revenues (\$14,000) reflect an ongoing donation from the Chowchilla Women’s Prison for the Crime Victim Assistance Center.
- Other Financing Sources (\$101,838) represent a 100% increase over the current year as the grant was obtained midyear and reflects SB 678 funds for the Probation Specialized Supervision Program grant.
- Intrafund Revenues (\$393,697) reflect a 1% (\$4,350) increase over the current year based on an increase in funding for the Post-Conviction Drug Court program, partially offset with a decrease in funding for the Drug Suppression Program.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – State			
3575 – Crime Victim Assistance Center	361,133	361,133	361,133
–	0	0	0
Total	\$ 361,133	\$ 361,133	\$ 361,133
Acct # - Intergovernment Revenues – Federal			
4380 – Juvenile Drug Court	40,415	40,415	23,838
4380 – Crime Victim Assistance Center	271,161	271,161	271,161
4380 – Elder Abuse Program	116,420	116,420	125,000
4380 – PRIDE	141,631	141,631	272,364
4380 – Probation Specialized Supervision Program	0	47,159	100,000
4380 – Disproportionate Minority Contact Assistance	50,000	50,000	0
Total	\$ 619,627	\$ 666,786	\$ 792,363
Acct # - Charges for Services			
4895 – Juvenile Detention-Foster Youth Services	36,116	0	0
Total	\$ 36,116	\$ 0	\$ 0
Acct # - Miscellaneous Revenues			
5890 – Crime Victim Assistance Center	14,000	14,000	14,000
Total	\$ 14,000	\$ 14,000	\$ 14,000
Acct # - Other Financing Sources			
5951 – Probation Specialized Supervision Program	0	49,720	101,838
Total	\$ 0	\$ 49,720	\$ 101,838
Acct # - Intrafund			
5990 – Drug Suppression Program	43,434	43,434	41,900
5990 – Post-Conviction Drug Court	345,913	345,913	351,797
Total	\$ 389,347	\$ 389,347	\$ 393,697
Total Revenues	\$ 1,420,223	\$ 1,480,986	\$ 1,663,031

PROBATION - GRANTS - 3432

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<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	\$ 75,272
2005	Deputy Probation Officer IV	1960	4	4	269,477
2007	Deputy Probation Officer III	1773	1	1	60,998
2015	Deputy Probation Officer I	1329	0	1	33,811
2033	Victim Witness Advocate	1219	11	11	420,556
2066	Probation Technician II	1183	1	1	33,719
2065	Probation Technician I	1053	0	1	26,009
3080	Office Assistant III	1049	1	1	35,026
3110	Office Assistant II	940	1	1	24,960
3621	Program Technician II	1393	1	1	46,510
Subtotal			21	23	\$ 1,026,338
Bilingual Skill Pay					1,800
TOTAL REGULAR SALARIES					\$ 1,028,138

RECOMMENDED POSITIONS TO ADD TO ORG 34321925 (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
2015	Deputy Probation Officer I	1053	1	\$ 58,835
2065	Probation Technician I	1183	1	46,722
Cost of Adding Recommended Positions			2	\$ 105,557

Probation - Juvenile Justice Campus -- 3440

**Prob-Juvenile Justice Campus
BUDGET 3440
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 27,381,147	\$ 29,551,418	\$ 30,220,011	\$ 668,593	2%
Services and Supplies	5,486,230	5,785,026	5,931,186	146,160	3%
Total Appropriations	\$ 32,867,377	\$ 35,336,444	\$ 36,151,197	\$ 814,753	2%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 8,036,478	\$ 8,066,125	\$ 8,413,000	\$ 346,875	4%
Charges For Services	79,768	130,000	130,000	-	0%
Miscellaneous Revenues	4,506	-	-	-	0%
Other Financing Sources	5,424,814	10,367,079	9,516,930	(850,149)	-8%
Intrafund Revenue	16,328	18,733	-	(18,733)	-100%
Total Revenues	\$ 13,561,893	\$ 18,581,937	\$ 18,059,930	\$ (522,007)	-3%
<u>Net County Cost</u>	\$ 19,305,484	\$ 16,754,507	\$ 18,091,267	\$ 1,336,760	8%

	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)
Position Summary	277	276	286	10

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

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 Department of Juvenile Justice standards as audited by the Board of State and Community Corrections. Programs provided at the state-of-the-art Juvenile Justice Campus include substance abuse treatment for males and females, female gender specific treatment, and pre-adolescent treatment. In addition, the “Thinking for a Change” program is integrated throughout the campus. “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, continue to be enhanced to provide juveniles a wide range of opportunities to improve their overall social and living skills.

OVERVIEW

The FY 2014-15 Recommended Budget of \$36,151,197 represents a 2% (\$814,753) increase in appropriations over the FY 2013-14 Adopted Budget primarily due to the addition of ten Juvenile Correctional Officer positions to reduce reliance on Extra-Help positions. The FY 2014-15 Recommended Budget reflects a 3% (\$522,007) decrease in estimated revenues from the FY 2013-14 Adopted Budget primarily due to a reduction in budgeted 2011 Realignment funding. A 6.5% (\$916,446) salary savings has been used in calculating Regular Salaries (account 6100) in the recommended budget. A \$724,868 savings in combined, related benefits has also been calculated in the recommended budget for Retirement Contribution, OASDI, and Health Insurance Contribution. Staffing is recommended at 286 positions, an increase of 10 positions over the current year. Funding for a total of 390 beds is included in the FY 2014-15 Recommended Budget which is the same as the current year.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Based upon a review of the use of Extra-Help positions in the JJC, the FY 2014-15 Recommended Budget includes the addition of ten Juvenile Correctional Officer (JCO) positions. These positions will reduce the use of Extra-Help to fill vacant shifts resulting primarily from annual leave, vacancies, leaves of absence, training, and on-the-job injuries. This is the first year of a multi-year plan to add JCO positions to reduce the use of Extra-Help in the JJC.

Salaries and Benefits

- Salaries and Benefits recommended at \$30,220,011 represent a 2% (\$668,593) increase over the current year primarily due to costs associated with adding ten JCO positions. Staffing is recommended at 286 positions, an increase of 10 positions over the current year.

Recommended funding includes:

- The addition of ten JCO positions to reduce the use of Extra-Help.
- Account 6200 Extra-Help reflects a 41% (\$623,837) decrease from the current year due to the addition of ten JCO positions and estimated usage for FY 2014-15.
- Account 6350 Unemployment Insurance reflects a 46% (\$28,256) decrease from the current year based on past claim history.
- Account 6400 Retirement Contribution represents a 10% (\$757,775) increase based on rates for FY 2014-15 and costs associated with adding ten JCO positions.

Probation - Juvenile Justice Campus -- 3440

- Account 6550 Workers' Compensation reflects an 11% (\$140,916) increase based on past claim history.
- Account 6670 Benefits Administration represents a 10% (\$3,605) decrease based on rates for FY 2014-15.

Services and Supplies

- Services and Supplies recommended at \$5,931,186 represent a 3% (\$146,160) increase over the current year adopted budget primarily due to increases in Facility Operations and Maintenance and Food costs.

Recommended funding includes:

- Account 7055 Food reflects a 6% (\$73,381) increase primarily based on estimated contracted cost-of-living adjustments for FY 2014-15.
- Account 7101 Liability Insurance reflects a 16% (\$24,615) decrease based on rates for FY 2014-15.
- Account 7175 Insurance Other represents an 18% (\$6,674) decrease based on rates for FY 2014-15.
- Account 7221 Building Maintenance-GSA reflects a 100% (\$70,000) decrease based on accounting for these costs in account 7345 Facility Operations and Maintenance for FY 2014-15.
- Account 7345 Facility Services Rent reflects a 10% (\$134,403) increase, and account 7611 Security Services represents a 42% (\$28,017) increase based on current year usage and rates for FY 2014-15.
- Account 7416 Transportation and Travel-County Garage reflects a 15% (\$12,332) increase based on rates for FY 2014-15.

SUMMARY OF REVENUES

- Revenues are recommended at \$18,059,930, a 3% (\$522,007) decrease from the current year adopted budget primarily due to a reduction in the use of 2011 Realignment fund balances.
 - Intergovernmental Revenues-State (\$8,413,000) reflect a 4% (\$346,875) increase due to an estimated 4.65% growth in Public Safety Proposition 172 sales tax revenue for FY 2014-15.
 - Charges for Services (\$130,000) represent funding at the current year level for fees (based on a sliding scale) collected from parents for the housing of minors at the JJC.
 - Other Financing Sources (\$9,516,930) reflect an 8% (\$850,149) decrease in 2011 Realignment revenues for Local Law Enforcement Services Account and Juvenile Justice Account programs in FY 2014-15 primarily due to a reduction in the use of 2011 Realignment fund balance.
 - Intrafund Revenues (\$0) includes a portion of a Supervising Office Assistant's work time cost applied to Probation Org 3430 in the current year that will no longer occur in FY 2014-15.

Probation - Juvenile Justice Campus -- 3440

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – State			
3577 – Proposition 172	7,528,125	7,720,193	7,881,366
3586 – School Lunch Program	538,000	505,000	531,634
Total	\$ 8,066,125	\$ 8,225,193	\$ 8,413,000
Acct # - Charges for Services			
5035 – Juvenile Hall-Private Fees	130,000	115,000	130,000
Total	\$ 130,000	\$ 115,000	\$ 130,000
Acct # - Other Financing Sources			
5951 – Youthful Offender Block Grant	3,310,349	3,309,406	3,329,605
5951 – Juvenile Probation Activities	4,545,692	4,545,692	3,937,124
5951 – Juvenile Camp	2,511,038	2,285,486	2,250,201
Total	\$ 10,367,079	\$ 10,140,584	\$ 9,516,930
Acct # - Intrafund			
5990 - Intrafund	18,733	18,733	0
Total	\$ 18,733	\$ 18,733	\$ 0
Total Revenues	\$ 18,581,937	\$ 18,499,510	\$ 18,059,930

PROBATION - JUVENILE JUSTICE CAMPUS - 3440

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<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	4	4	\$ 300,446
2005	Deputy Probation Officer IV	1960	1	1	67,369
2015	Deputy Probation Officer I	1329	1	1	36,294
2021	Supervising Juvenile Correctional Officer	2017	15	15	1,008,916
2022	Senior Juvenile Correctional Officer	1751	47	47	2,690,457
2023	Juvenile Correctional Officer II	1520	159	159	7,977,591
2025	Juvenile Correctional Officer I	1242	19	29	1,045,731
2045	Probation Division Director	E	2	2	163,595
3161	Secretary IV - Conf.	1313	2	2	87,644
3070	Supervising Office Assistant II	1399	1	1	46,719
3080	Office Assistant III	1049	1	1	28,227
3110	Office Assistant II	940	3	3	54,318
3125	Office Assistant I	837	1	1	46,738
3420	Stock Clerk I	799	1	1	29,703
3432	Supervising Stock Clerk	1302	1	1	43,457
5029	Dietary Aide III	883	4	4	117,763
5027	Dietary Aide I	784	3	3	70,717
5052	Senior Maintenance Janitor	1008	2	2	53,450
5055	Janitor	857	6	6	166,428
5130	Washer	810	3	3	81,119
Subtotal			276	286	\$ 14,116,682
	Holiday Pay				188,995
	Detention Facility Differential				20,800
	Shift Differential				235,211
	Bilingual Skill Pay				22,200
	Less Salary Savings (6.5%)				(916,446)
TOTAL REGULAR SALARIES					\$ 13,667,442

RECOMMENDED POSITIONS TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
2025	Juvenile Correctional Officer I	1242	10	\$ 506,713
	Savings in Extra-Help Costs			(237,194)
	Cost of Adding Positions		10	\$ 269,519

Probation - SB 678 Incentive Funds -- 3450

**Probation
Budget 3450
Special Revenue Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Financing Uses	\$ -	\$ -	\$ 3,261,292	\$ 3,261,292	100%
Total Appropriations	\$ -	\$ -	\$ 3,261,292	\$ 3,261,292	100%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ -	\$ -	\$ 3,261,292	\$ 3,261,292	100%
Total Revenues	\$ -	\$ -	\$ 3,261,292	\$ 3,261,292	100%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	0%

PROBATION - SB 678 INCENTIVE FUNDS – 3450

FUNCTION

The California Community Corrections Performance Incentive Act, Senate Bill (SB) 678 (Chapter 608, Statutes of 2009) was signed into law on October 11, 2009. The goal of the legislation is to reduce recidivism of felony probationers by improving probation services. Funding to counties, for use by Probation Departments, is based on improved probation outcomes as measured by a reduction in probation failures committed to State prison. Senate Bill 678 funds are required to be used for supervision and rehabilitative services for adult felony offenders. Services provided must be in accordance with evidence-based practices. Prior to FY 2013-14, funding allocations were based solely on felony probation revocation and commitment to State prison. As a result of the Public Safety Realignment Act, Assembly Bill (AB) 109 (Chapter 15, Statutes of 2011), which transferred responsibility for housing/supervising specified inmates and parolees from the State to counties, a large portion of the adult felony probationers who are revoked or commit new crimes now serve their time in county jails instead of prison. Due to this change, for FY 2013-14, the State Department of Finance used felony probation revocations to both prison and jail to determine allocations to counties. It is anticipated that FY 2014-15 funding will also be based on this same population.

OVERVIEW

The FY 2014-15 Recommended Budget for SB 678 is \$3,261,292. This Special Revenue Fund was created in the current year, as authorized in the SB 678 legislation; therefore, no funds were included in the FY 2013-14 Adopted Budget. Senate Bill 678 funds were budgeted in Intergovernment Revenues-State in Probation Org 3430 and Org 3432 in FY 2013-14 and in previous years. These revenues are used to fund an adult probation day reporting center, an adult risk and needs assessment tool (i.e., license fees, training costs, etc.), and adult intensive supervision caseloads which are budgeted in Probation Org 3430 and Org 3432.

SUMMARY OF REVENUES

- Revenues are recommended at \$3,261,292 for FY 2014-15.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues - State			
3575 – State Other	0	0	3,261,292
Total	\$ 0	\$ 0	\$ 3,261,292
Total Revenues	\$ 0	\$ 0	\$ 3,261,292

Child Support Services -- 5110

Child Support Services BUDGET 5110 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 16,879,975	\$ 19,013,243	\$ 19,031,158	\$ 17,915	0%
Services and Supplies	2,671,499	3,248,885	3,198,819	(50,066)	-2%
Total Appropriations	\$ 19,551,474	\$ 22,262,128	\$ 22,229,977	\$ (32,151)	0%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 6,553,595	\$ 7,535,804	\$ 7,523,755	\$ (12,049)	0%
Intergovernment Rev-Federal	12,733,189	14,628,324	14,604,936	(23,388)	0%
Miscellaneous Revenues	3,363	-	-	-	0%
Intrafund Revenue	105,279	98,000	101,286	3,286	3%
Total Revenues	\$ 19,395,427	\$ 22,262,128	\$ 22,229,977	\$ (32,151)	0%
<u>Net County Cost</u>	\$ 156,047	\$ -	\$ -	\$ -	0%
Expenses in excess of revenues is a result of timing differences in adjusting revenue advances to actual expenses.					
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	231	239	239	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

CHILD SUPPORT SERVICES – 5110

FUNCTION

The Fresno County Department of Child Support Services (FDCSS) administers and implements the Federal Child Support Program for the State of California in Fresno County. This is accomplished by assisting families with establishing parentage and the establishment and enforcement of child support and medical support in an equitable, timely, and courteous manner. By encouraging parents to provide for their children, we are committed to improving the performance of the Fresno County Child Support program and increasing total collections annually.

OVERVIEW

The FY 2014-15 Recommended Budget of \$22,229,977 reflects a less than 1% (\$32,151) decrease in appropriations and revenues from the FY 2013-14 Adopted Budget. There is no net County cost associated with this budget. Staffing is recommended at 239 positions, which includes the deletion of one vacant Systems and Procedures Analyst position and the addition of one Staff Analyst position. A salary savings of 2% (\$206,986) has been used in calculating Regular Salaries. The related benefit cost savings (\$163,931) were also calculated for the Retirement Contribution (\$120,302), OASDI (\$15,809), and Health Insurance (\$27,820) accounts.

GOAL SETTING

FY 2014-15

Goal: Continue to operate efficiently and effectively to ensure FDCSS remains one of the Top 5 Counties in California for Cost Effectiveness. To this end, the FY 2014-15 goals are:

- Continue to maximize efficiencies through re-engineering, training, and automation.
- Continue as one of the Top 5 Local Child Support Agencies with the best cost effectiveness statewide. This means we need to continue our cost effectiveness rate of at least \$3.70 or higher, which is higher than the \$2.25 goal the State has established for FDCSS.
- Continue to strive to meet the collection goal determined by the State, which will increase overall departmental collections by \$4.1 million for a total of \$87.1 million.

Performance Metric: Cost effectiveness is measured by calculating total dollars collected for every dollar expended. Cost effectiveness is an annual calculation conducted by the State Department of Child Support Services for all local child support agencies. The State's goal is to improve the overall effectiveness and efficiencies of the State's Child Support Program. To this end, every local child support agency in California is challenged to have a minimum cost effectiveness of \$2.25. Fresno County Department of Child Support Services has been recognized by the State as an efficient and effective program with regards to the collections and distributions of child support. For every dollar expended, our local agency historically has exceeded this goal of \$2.25 and in Federal Fiscal Year (FFY) 2013 reached \$4.27 in cost effectiveness.

Fiscal Goal

FY 2013-14

Goal: Cost Effectiveness.

Outcomes/Results: This goal is set by the State and is calculated on a (FFY). For FFY 2013, October 2012–September 2013, the total child support collected was \$83 million. This was a decrease in departmental collections from the prior FFY 2012 collections by \$1.1 million. However, cost

effectiveness still improved as a result of reduced expenditures by \$1.06 million due primarily to reduced personnel and related costs. The departmental overall cost effectiveness, defined as dollar collected for every dollar spent, increased in FFY 2013 to \$4.27, from \$4.10 in FFY 2012.

Operational Goal

FY 2013-14

Goal: Excellent Customer Service

Outcomes/Results: The department's customer service is centered on decreasing the wait time and the pre-court interview time. The FFY 2013 average wait time for customers to be interviewed for the walk-in teams was 18 minutes, which met the FFY 2012 goal. The FFY 2013 average wait time for customers calling into the Level 1 Call Center was seven minutes, which was in line with the FFY 2013 goal. The majority of calls returned by the Level 2 Phone Team were within 48 hours, which is higher than the FFY 2013 goal of returning calls within 24 hours. The pre-court interview time average was 45 minutes which was slightly higher than the FFY 2013 goal of 40 minutes.

Departmental Goal

FY 2013-14

Goal: Establishment and Enforcement of Court Orders

Outcomes/Results: This goal is also set by the State and is calculated on the FFY. In FFY 2013, the department collected 61.2% of the monthly child support ordered/billed which was 1.4% more collected on current support than FFY 2012. In FFY 2013, the department also received a payment for 63% of the cases that had an arrears balance, which is 0.56% lower than the payments received in FFY 2012.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits recommended at \$19,031,158 represent a less than 1% (\$17,915) increase over the current year adopted budget. Staffing is recommended at 239 positions, which includes the deletion of one vacant Systems and Procedures Analyst position and the addition of one Staff Analyst position.

Recommended funding includes:

- Salaries for 239 employees represent a 2% (193,157) decrease as a result of attrition and budgeting/hiring new staff at lower levels.
- Account 6200 Extra-Help represents a 100% decrease (\$75,000) due to no utilization of extra-help.
- Account 6350 Unemployment Insurance represents a 51% (\$15,818) decrease based on the department's actual claim calculation provided by Risk Management.
- Account 6400 Retirement Contribution represents a 5% (\$253,756) increase because of the retirement rate increase.
- Account 6550 Workers' Compensation Contribution represents a 2% (\$10,727) increase based on Risk Management estimates obtained from actual historical expenditures.
- Account 6600 Health Insurance Contribution represents a 4% (\$60,247) increase based on the quantity of staff participating, dependent coverage, and the projected vacancy rates.
- Salary savings is budgeted at 2% to reflect vacant positions.

Services and Supplies

- Services and Supplies recommended at \$3,198,819 represent a 2% (\$50,066) decrease from the current year adopted budget.

Recommended funding includes:

- Account 7040 Telephone Charges represent a 14% (\$21,135) decrease based on the actual charges incurred.
- Account 7101 Liability Insurance represents a 49% (\$4,484) decrease based on the department's loss history and rates furnished by Risk Management.
- Account 7175 Insurance Other represents a 277% (\$29,891) increase based on the claims filed and the rates furnished by Risk Management.
- Account 7266 Interoffice Messenger Mail represents a 23% (\$614) increase based on the rate per stop increase as determined by the Internal Services Department to recover actual costs.
- Account 7287 PeopleSoft Financials represent a 15% (\$1,125) increase based on the increase in actual usage.
- Account 7416 Transportation and Travel County Garage represents a 79% (\$2,097) increase based on FY 2013-14 actual vehicle usage and maintenance costs.
- Account 7565 Countywide Cost Allocation represents a 27% (\$58,618) decrease in the department's calculated contributions prepared by the Auditor-Controller/Treasurer-Tax Collector.

SUMMARY OF REVENUES

- Revenues are recommended at \$22,229,977 which reflect a less than 1% (\$32,151) decrease from the current year adopted budget. The department's budget and revenue allocation are pending the final State funding allocation. The department receives two separate and distinct State funding allocations, administrative (\$20,871,646) and electronic data processing (\$1,257,045). The department receives funding via the State broken down as follows: 66% Federal pass-through and 34% State. Intrafund Revenues estimated at \$101,286 will be received from the Department of Social Services for staff support.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – State			
3494 – State-Aid-Supp Enforcement	7,535,804	7,535,804	7,523,755
Total	\$ 7,535,804	\$ 7,535,804	\$ 7,523,755
Acct # - Intergovernment Revenues – Federal			
4361 – Federal-Welfare Administration	14,628,324	14,628,324	14,604,936
Total	\$ 14,628,324	\$ 14,628,324	\$ 14,604,936
Acct # - Intrafund			
5990 – Intrafund Revenue	98,000	98,000	101,286
Total	\$ 98,000	\$ 98,000	\$ 101,286
Total Revenues	\$ 22,262,128	\$ 22,262,128	\$ 22,229,977

PENDING FACTORS

At this time, revenues and appropriations are budgeted based on the FY 2013-14 base allocations from the State without inclusion of the revenue stabilization funding (\$710,470) which is contingent upon approval by the California State Legislature as part of the State Fiscal Year 2014-15 Budget. Further adjustment may be required when we receive the final State allocation letter around August. The department will return to your Board for any necessary action.

Child Support Services -- 5110

DEPARTMENT OF CHILD SUPPORT SERVICES - 5110

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1250	Chief Child Support Attorney	C	1	1	\$ 128,414
1251	Senior Child Support Attorney	3510	1	1	116,733
1252	Child Support Attorney IV	3262	2	2	216,970
1253	Child Support Attorney III	2788	1	1	91,316
1254	Child Support Attorney II	2323	3	3	187,672
1255	Child Support Attorney I	1817	1	1	51,288
1973	Child Support Assistant	1079	15	15	438,121
1974	Child Support Officer III	1483	44	44	2,133,722
1975	Child Support Officer I	1108	38	38	1,171,746
1976	Child Support Officer II	1345	15	15	628,175
1977	Supervising Child Support Officer	1922	13	13	799,304
1978	Child Support Services Program Manager	E	3	3	210,981
1979	Senior Child Support Officer	1634	21	21	1,114,543
2211	Systems and Procedures Analyst II	1867	1	1	61,151
2212	Systems and Procedures Analyst III	2164	1	1	70,878
2213	Systems and Procedures Analyst I	1513	1	0	0
2240	Senior Systems and Procedures Analyst	2423	1	1	76,167
2291	Staff Analyst I	1597	0	1	41,522
2304	Deputy Director of Child Support Services	D	1	1	92,293
2315	Child Support Business Manager	E	1	1	83,148
3070	Supervising Office Assistant II	1399	3	3	124,462
3080	Office Assistant III	1049	28	28	974,670
3110	Office Assistant II	940	3	3	87,793
3111	Office Assistant II - Conf.	956	1	1	25,833
3125	Office Assistant I	837	13	13	294,112
3126	Office Assistant I - Conf.	851	1	1	23,174
3166	Administrative Secretary - Conf.	1438	1	1	37,388
3203	Account Clerk I	889	5	5	120,441
3205	Account Clerk II	986	2	2	65,584
3235	Supervising Account Clerk I	1273	2	2	84,672
3260	Account Clerk III	1106	6	6	220,414
3262	Supervising Accountant	2220	2	2	145,426
3620	Program Technician I	1246	2	2	71,962
3621	Program Technician II	1393	3	3	138,981
3623	Program Technician II - Conf.	1416	2	2	94,184
8100	Director of Child Support Services	B	1	1	126,048
Subtotal			239	239	\$ 10,349,288
	Auto Allowance				6,180
	Bilingual Skill Pay				13,800
	Less Salary Savings (2%)				(206,986)
TOTAL REGULAR SALARIES					\$ 10,162,282

VACANT POSITION RECOMMENDED FOR DELETION (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
2213	Systems and Procedures Analyst I	1513	-1	\$ 67,270
	Cost of Restoring Vacant Position		-1	\$ 67,270

RECOMMENDED POSITIONS TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
2291	Staff Analyst I	1597	1	\$ 70,666
	Cost of Adding Recommended Position		1	\$ 70,666

Court Ancillary Services -- 2838

**Court Ancillary Services
BUDGET 2838
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 1,812,998	\$ 1,841,724	\$ 1,874,592	\$ 32,868	2%
Other Charges	16,398,891	16,466,444	16,532,776	66,332	0%
Other Financing Uses	<u>2,340,470</u>	<u>2,389,300</u>	<u>2,389,826</u>	<u>526</u>	0%
Total Appropriations	\$ 20,552,359	\$ 20,697,468	\$ 20,797,194	\$ 99,726	0%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 3,797,788	\$ 3,372,000	\$ 3,210,000	\$ (162,000)	-5%
Rev From Use of Money & Prop	1,291	-	-	-	0%
Intergovernment Revenues - St	2,340,470	2,389,300	2,389,826	526	0%
Charges For Services	3,442,156	3,256,800	3,018,000	(238,800)	-7%
Miscellaneous Revenues	<u>2,340</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
Total Revenues	\$ 9,584,046	\$ 9,018,100	\$ 8,617,826	\$ (400,274)	-4%
<u>Net County Cost</u>	\$ 10,968,313	\$ 11,679,368	\$ 12,179,368	\$ 500,000	4%

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

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 FY 1997-98. 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 County is also responsible for paying the State its share of the growth in fines and forfeiture revenue.

The Act also requires counties to maintain their obligation to provide court facilities for judicial and court positions created prior to July 1, 1996. As part of the prescribed legislation for these transfers, Fresno County established Court Facility Payments (CFPs) for its prorata share of facilities operations and maintenance costs based on historical averages (FY 1995-1996 through FY 1999-2000). This budget also includes those judicial benefits still funded by the County.

OVERVIEW

The FY 2014-15 Recommended Budget appropriations of \$20,797,194 reflect a \$99,726 increase over the FY 2013-14 Adopted Budget, primarily due to an increase in facility services costs for maintaining the North Annex Jail Court and the budgeting of Tenth Street Juvenile Court facility payments to the Administrative Office of the Courts (AOC). The FY 2014-15 Recommended Budget revenues of \$8,617,826 reflect a \$400,274 decrease from the FY 2013-14 Adopted Budget due to lower estimated revenue from Fines, Forfeitures, and Penalties and Traffic School Bail based on current year actual receipts.

SUMMARY OF CAO RECOMMENDATIONS

Services and Supplies

- Services and Supplies recommended at \$1,874,592 reflect a 2% (\$32,868) increase over the current year.

Recommended funding includes:

- Account 7340 Rents and Leases Buildings represent an \$8,104 increase over the current year based on estimated expenses of \$1,779,977 to fund CFPs for 13 court facilities and the Law Library.
- Account 7345 Facility Services Rent reflect a 76% (\$24,098) increase over the current year based on estimated facility charges for maintenance of the North Annex Jail Court and Account 7430 Utilities represent a slight increase of \$202 for the North Annex Jail Court. On December 9, 2008, the Board approved a Limited Use Agreement with the State whereby the North Annex Court facility continues to be utilized by the Superior Court and the County continues to maintain the facility in lieu of paying a CFP.

Other Charges

- Other Charges are recommended at \$16,532,776 a \$66,332 increase over the current year.

Recommended funding includes:

- The County's State Trial Court MOE obligation of \$14,758,944, which includes a base Court services cost obligation of \$11,222,780 and a fines and forfeitures base of \$3,536,164.

Court Ancillary Services -- 2838

- An estimated growth payment of \$1,700,000 based on fines and forfeitures revenues above the MOE.
- Judicial Benefits recommended at \$7,500 represent the same level as the current year based on the number of eligible judges.
- A total of \$66,332 for payments to the AOC for the former Tenth Street Juvenile Court. Payments of \$33,166 are due to the AOC in September and March of each fiscal year for 25 years from the date of occupancy of the new Juvenile Justice Court (based on the July 6, 2009 Release Agreement). To address this obligation for prior years, \$265,325 was paid to the AOC from funds included in the FY 2012-13 Court Ancillary Services Org 2838.

Other Financing Uses

- Other Financing Uses of \$2,389,826 represent a \$526 increase over the current year due to a slight increase in scheduled Debt Service payments.

Recommended funding includes:

- The recommended amount represents the transfer of funds received from the AOC for their 58.5% share of the Juvenile Justice Court Debt Service payment.

SUMMARY OF REVENUES

- Revenues are recommended at \$8,617,826, a 4% (\$400,274) decrease from the current year.
- Fines, Forfeitures, and Penalties (\$3,210,000) reflect a 5% (\$162,000) decrease based on current year actual receipts and represent collections in Court-generated revenues from various sources, including vehicle code fines, criminal fines, and County penalties.
- Intergovernmental Revenues-State (\$2,389,826) represents the interest payment of \$589,438 due September 2014 from the AOC and the principal and interest payment of \$1,800,388 due March 2015 from the AOC for their 58.5% share of the Debt Service payment for the Juvenile Justice Court.
- Charges for Services (\$3,018,000) reflect a 7% (\$238,800) decrease based on current year actual receipts. This revenue category includes vehicle code traffic school bail, traffic fines, family reconciliation special certification (FRSC) fees, and recording fees. Under the Lockyer-Isenberg Trial Court Funding Act of 1997, the Family Court Services Unit was transferred to the Superior Court and FRSC fees were transferred to this Org to help offset the County's MOE requirements

Court Ancillary Services -- 2838

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3293 – Pharmacy Fines	0	15	0
3294 – Vehicle Code 16028 Fines	0	7,536	0
3295 – Vehicle Code Fines	2,112,000	2,040,000	2,040,000
3296 – Vehicle Code Fines/Parking	18,000	20,000	18,000
3297 – Court PC 1463.07 AB 233 Or/Admin	0	142	0
3301 – Criminal Fines	18,000	12,000	12,000
3310 – Forfeitures and Penalties	0	90	0
3314 – County Penalty PC 1464 (E) 30%	1,224,000	1,140,000	1,140,000
Total	\$ 3,372,000	\$ 3,219,783	\$ 3,210,000
Acct # - Revenue from the Use of Money			
3380 - Interest	0	718	0
Total	\$ 0	\$ 718	\$ 0
Acct # - Intergovernment Revenues – State			
3569 – Lease Revenue for JJC Court	2,389,300	2,389,093	2,389,826
Total	\$ 2,389,300	\$ 2,389,093	\$ 2,389,826
Acct # - Charges for Services			
4945 – VC 42007 County 23% Tr School Bail	2,940,000	2,760,000	2,760,000
4946 – VC 40610 County Trf Cit Ds Fee	82,800	78,000	78,000
4951 – County Clerk Fees & Costs	0	7	0
4955 – Family Reconcil Spec Serv Fees	24,000	18,000	18,000
4980 – Recording Fees	210,000	162,000	162,000
Total	\$ 3,256,800	\$ 3,018,007	\$ 3,018,000
Total Revenues	\$ 9,018,100	\$ 8,627,601	\$ 8,617,826

Alternate Indigent Defense -- 2875

Alternate Indigent Defense BUDGET 2875 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 4,587,909	\$ 5,150,676	\$ 5,151,806	\$ 1,130	0%
Total Appropriations	\$ 4,587,909	\$ 5,150,676	\$ 5,151,806	\$ 1,130	0%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 447,903	\$ 660,409	\$ 660,000	\$ (409)	0%
Charges For Services	769	-	1,536	1,536	100%
Total Revenues	\$ 448,672	\$ 660,409	\$ 661,536	\$ 1,127	0%
<u>Net County Cost</u>	\$ 4,139,238	\$ 4,490,267	\$ 4,490,270	\$ 3	0%

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

ALTERNATE INDIGENT DEFENSE – 2875

FUNCTION

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

OVERVIEW

The FY 2014-15 Recommended Budget of \$5,151,806 reflects a less than 1% (\$1,130) increase over the FY 2013-14 Adopted Budget, and includes \$661,536 in revenues or less than 1% (\$1,127) increase over the FY 2013-14 Adopted Budget. Net County cost of \$4,490,270 represents a \$3 decrease from the FY 2013-14 Adopted Budget.

During FY 2013-14 the CAO continued to review all claims for payment for court appointed defense attorneys, experts and other ancillary service providers for indigent parties in both criminal and civil matters. The impact of the additional claim review process has resulted in a FY 2013-14 cost of \$35,000 in CAO staffing resources; these additional operational costs have been absorbed by Org 0120 – CAO budget.

SUMMARY OF CAO RECOMMENDATIONS

Services and Supplies

- Services and Supplies recommended at \$5,151,806 represent a less than 1% (\$1,130) increase over the FY 2013-14 Adopted Budget.

Recommended funding includes:

- Account 7283 Appointed Attorneys-Superior Court reflect a less than 1% (\$6,489) decrease from FY 2013-14. Appropriations in the amount of \$1,000,000 are included to fund the cost of court appointed attorneys when both the Public Defender and contracted provider have declared a defense conflict, the Superior Court has made a capital case appointment, or the Superior Court has appointed attorneys for indigent defendants in other criminal and civil matters.
- Account 7295 Professional and Specialized Services reflect an 11% (\$75,994) decrease from FY 2013-14. Funding in the amount of \$624,006 includes the cost of indigent capital case investigations, expert witness and other ancillary services providers appointed by the court.
- Account 7301 Conflict Defense (alternate indigent defense service contract) reflects an increase of 3.4% (\$84,107) over the FY 2013-14 Adopted Budget as a result of contractual increase for conflict defense services. Appropriations in the amount of \$3,522,504 are recommended for the cost of the conflict defense services, \$90,000 of those funds are designated for ancillary costs such as experts, evaluations, transcriptions from prior proceedings, and other non-attorney costs necessary to provide contracted criminal defense services.

SUMMARY OF REVENUES

- Revenues are recommended at \$661,536, a less than 1% (\$1,127) increase over the FY 2013-14 Adopted Budget.
- Fines, Forfeitures, & Penalties reflect a less than 1% (\$409) decrease due to monies collected from the Criminal Justice Facility Construction Fund.
- Charges for Service reflect a 100% (\$1,536) increase due to implementation of the new Court Attorney Registration Fee.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3308 – Criminal Justice Facility Construction Fund	660,409	660,409	660,000
Total	\$ 660,409	\$ 660,409	\$ 660,000
Acct # - Charges for Services			
4906 – Court Attorney Registration Fee	0	0	1,536
Total	\$ 0	\$ 0	\$ 1,536
Total Revenues	\$ 660,409	\$ 660,409	\$ 661,536

Grand Jury -- 2870

**Grand Jury
BUDGET 2870
General Fund**

	<u>Actual** 2012-13</u>	<u>Adopted 2013-14</u>	<u>Recommended 2014-15</u>	<u>Increase/ (Decrease)</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 36,383	\$ 55,855	\$ 55,855	\$ -	0%
Total Appropriations	\$ 36,383	\$ 55,855	\$ 55,855	\$ -	0%
<u>Revenues</u>					
<u>Net County Cost</u>	\$ 36,383	\$ 55,855	\$ 55,855	\$ -	0%

	<u>Budgeted 2012-13</u>	<u>Current 2013-14</u>	<u>Recommended 2014-15</u>	<u>Increase/ (Decrease)</u>	
Position Summary					-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

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 FY 2014-15 Recommended Budget appropriations of \$55,855 reflect no change in the level of funding from the FY 2013-14 Adopted Budget. The Grand Jury also receives \$28,485 of in-kind support from the County: Parking – \$5,930; County Counsel – \$3,955; District Attorney – \$600; and County Administrative Office – \$18,000. The CAO continues to provide all support functions required for the operation of the Grand Jury as a result of the Superior Court transferring the responsibility to the CAO in FY 2013-14.

SUMMARY OF CAO RECOMMENDATIONS

Services and Supplies

- Services and Supplies are recommended at \$55,855, the same level as the current year. Individual line items have been adjusted to reflect anticipated changes.

Recommended funding includes:

- Account 7190 Jury and Witness Expense represents a 9% (\$1,996) decrease from the current year based on current year trends of reimbursement for actual meetings attended by the 19 Grand Jury Members.
- Account 7415 Transportation, Travel, and Education represents a 94% (\$1,700) increase over the current year primarily due to the projected increase in the number of trainings the 19 Grand Jury Members will attend.
- Account 7611 Security Services represent a 26% (\$218) decrease from current year based on current year actual expenditures for security services provided by General Services.

Board of Supervisors -- 0110

**Board of Supervisors
BUDGET 0110
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,928,937	\$ 2,125,638	\$ 2,317,281	\$ 191,643	9%
Services and Supplies	321,859	359,158	491,676	132,518	37%
General Fixed Assets	7,300	-	-	-	0%
Total Appropriations	\$ 2,258,097	\$ 2,484,796	\$ 2,808,957	\$ 324,161	13%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 11	\$ -	\$ -	\$ -	0%
Charges For Services	15,501	14,000	10,100	(3,900)	-28%
Miscellaneous Revenues	7,669	3,000	3,000	-	0%
Total Revenues	\$ 23,181	\$ 17,000	\$ 13,100	\$ (3,900)	-23%
<u>Net County Cost</u>	\$ 2,234,916	\$ 2,467,796	\$ 2,795,857	\$ 328,061	13%

	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)
Position Summary	19	19	19	-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

BOARD OF SUPERVISORS – 0110

FUNCTION

The five members of the Board of Supervisors are elected to serve as the executive and 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 County Counsel and the County Administrative Officer who is responsible to supervise and manage County operations necessary to meet State mandates and carry out local service priorities. The Board approves contracts for public improvement projects and other specialized services; conducts public hearings on land-use and other matters, and makes appointments to various Boards and Commissions. Individual Board members represent the Board of Supervisors on a variety of Boards and Commissions. Board Member Assistants are responsible for assisting Board Members in a confidential capacity by performing research, constituent liaison work, and providing administrative services. The Clerk to the Board of Supervisors (Clerk) is responsible for preparing the Board agendas and minutes, processing agenda items, coordinating Board meetings, and performing other 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 FY 2014-15 Recommended Budget appropriations of \$2,808,957 reflect a 13% (\$324,161) increase over FY 2013-14 Adopted Budget primarily due to an increase in Retirement Contribution rates and actual salary costs. Budgeted revenues of \$13,100 represent a 23% (\$3,900) decrease from the current year primarily due to an anticipated reduction in property assessment appeals filings in FY 2014-15. Staff turnover is expected to be minimal and salary savings has not been included in the recommended budget.

GOAL SETTING

FY 2014-15 Goal

Goal: To begin the process of implementing “Granicus,” a robust agenda management system that will impact all departments throughout the County. This system will enhance government transparency, and provide departments with a streamlined method of accessing and processing Board agenda items.

Performance Metric: Coordinate and complete system training with Clerk to the Board, ITSD, and all County departments. System implementation will include running of concurrent agenda process and conversion to “Granicus” agenda management system in FY 2014-15.

Fiscal Goal

FY 2013-14

Goal: Continue to have staff provide monthly fiscal data to keep department advised throughout the year on both revenues and expenditures within the adopted budget and allocated net County cost.

Outcomes/Results: Clerk to the Board staff monitors all departmental revenues and expenditures and the County Administrative Office provides Board Members monthly divisional and departmental budget status reports.

Operational Goal

FY 2013-14

Goal: To continue to provide workshops as needed, to ensure conflict of interest codes and amendments follow the requirements under the Fair Political Practices Commission.

Outcomes/Results: Rather than conducting workshops, Clerk to the Board staff has worked individually with reporting agencies and ninety percent of required conflict of interest codes have been adopted by the Board of Supervisors.

Departmental Goal

FY 2013-14

Goal: To continue to remain open, and seek public and departmental input as to methods by which the Clerk to the Board of Supervisors can improve access to information relating to agendas, minutes, assessment appeal applications, and historical records. Clerk's Office is looking into a new vendor for Board agenda access and storage which may make it easier for departments to access current and historical agenda related materials.

Outcomes/Results: The Board approved the acquisition of the "Granicus" agenda management system with implementation scheduled in FY 2014-15.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

January 2015 two districts will have new Board Members assuming office with anticipated one-time Services and Supplies transitional costs and staffing costs budgeted within each district's divisional appropriations. Additionally, the Board's general division travel budget has a 51% (\$13,008) increase over the current year to fund Supervisor's out-of-County travel related to Board appointments to specific committees.

Salaries and Benefits

- Salaries and Benefits, recommended at \$2,317,281, represent a 9% (\$191,643) increase over the current year primarily due to the increased cost of salaries and the County's contributions for retirement and health insurance benefits.

Recommended funding includes:

- Account 6100 Regular Salaries represent a 1% (\$15,848) increase primarily due to potential staff cost increases as a result of two new Board Members assuming office.
- Account 6350 Unemployment Insurance represents a 28% (\$822) decrease due to lower rates for FY 2014-15.
- Account 6400 Retirement Contribution represents a 20% (\$134,512) increase due to an increase in retirement rates for FY 2014-15 and potential increases in the number of staff participating in the retirement program.
- Account 6600 Health Insurance Contribution represents a 29% (\$22,055) increase due to an increase in employer contribution rates and potential new employees electing to participate in the County's health insurance benefits.

Services and Supplies

- Services and Supplies, recommended at \$491,676 represent an increase of 27% (\$132,518) over the current year due to increases in building maintenance, office expense, data processing, and travel related charges.

Recommended funding includes:

- Account 7170 General Liability Insurance represents a 46% (\$1,897) decrease due to lower rates for FY 2014-15 based on actual experience.
- Account 7221 Building Maintenance-GSA represents a significant (\$15,534) increase over the current fiscal year based on anticipated one-time expenditures resulting from transitioning of two Board Members.
- Account 7265 Office Expense represents a 143% (\$20,000) increase over the current fiscal year based on anticipated one-time expenditures resulting from transitioning of two Board Members.
- Account 7296 Data Processing Services represent a 26% (\$29,328) increase over the current fiscal year based on increased rates for FY 2014-15 based on actual departmental usage.
- Account 7400 Special Departmental Expense represents a 415% (\$50,352) increase compared to the current year primarily due to a district designating divisional appropriations in this account for unspecified FY 2014-15 expenditures.
- Account 7415 Transportation, Travel & Education represents a 51% (\$13,008) increase over the current fiscal year. Of the recommended funding, 65% (\$16,500) is in the Board's general divisional budget and designated for assigned Board Members to participate in the "One Voice" Washington D.C. trip, California State Association of Counties (CSAC) conferences and meetings, and other out-of-County travel expenses related to Board Member committee and commission appointments. An additional 35% (\$9,008) is allocated for travel expenses within individual district divisional budgets.

SUMMARY OF REVENUES

- Revenues are recommended at \$13,100 and represent a decrease of 23% (\$3,900) from the current year primarily a result of reduced number of property assessment appeals filed during FY 2013-14.
- Charges for Services (\$10,100) represent a 28% (\$3,900) decrease from the current year due to reduced property tax administrative costs reimbursed claims through SB 2257.
- Miscellaneous Revenues (\$3,000) are unchanged from the current year based on actual revenue experience.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Charges for Services			
4882 – Assessment & Tax Coll Fee #80	14,000	11,880	10,100
Total	\$ 14,000	\$ 11,880	\$ 10,100
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	3,000	3,000	3,000
Total	\$ 3,000	\$ 3,000	\$ 3,000
Total Revenues	\$ 17,000	\$ 14,880	\$ 13,100

BOARD OF SUPERVISORS - 0110

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0410	Member, Board of Supervisors	Elected	4	4	\$ 442,724
0415	Chairman, Board of Supervisors	Elected	1	1	129,441
0420	Board Member Assistant	1912	10	10	505,524
3025	Clerk to Board of Supervisors	E	1	1	76,577
3180	Deputy Clerk to the Board of Supervisors I	1265	2	2	80,370
3182	Deputy Clerk to the Board of Supervisors III	1584	1	1	50,294
Subtotal			19	19	\$ 1,284,930
Auto Allowance					27,490
Remuneration					10,570
TOTAL REGULAR SALARIES					\$ 1,322,990

County Administrative Office -- 0120

**County Administrative Office
BUDGET 0120
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,518,447	\$ 1,652,665	\$ 1,829,518	\$ 176,853	11%
Services and Supplies	128,604	132,237	163,106	30,869	23%
General Fixed Assets	5,671	-	-	-	0%
Total Appropriations	\$ 1,652,722	\$ 1,784,902	\$ 1,992,624	\$ 207,722	12%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 51,394	\$ 51,394	\$ 55,000	\$ 3,606	7%
Miscellaneous Revenues	1,309	-	-	-	0%
Intrafund Revenue	391,211	394,230	498,536	104,306	26%
Total Revenues	\$ 443,915	\$ 445,624	\$ 553,536	\$ 107,912	24%
<u>Net County Cost</u>	\$ 1,208,808	\$ 1,339,278	\$ 1,439,088	\$ 99,810	7%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	11	11	11	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

COUNTY ADMINISTRATIVE OFFICE – 0120

FUNCTION

The County Administrative Office (CAO) is responsible for administering County government. The office works with County Department Heads, various local, State, and Federal government entities, non-profit agencies, businesses, and educational institutions to address community concerns and issues in the operation of the County. The CAO develops strategic plans based on Board of Supervisors (Board) policies and direction. The CAO processes agenda items and sets Board meeting agendas, prepares and assists in Board presentations, performs legislative analysis and advocacy functions, and conducts continuous research in administrative policies and practices, with special emphasis on the review of interdepartmental coordination and management to ensure that service to the public is provided in the most efficient manner possible. The CAO directs the development of the annual recommended budget for the Board's consideration and exercises budgetary control over departmental expenditure of funds and use of personnel. The CAO 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 CAO is responsible for all support functions required for the operation of the Grand Jury; reviews claims for payment for court appointed defense attorneys, experts and other ancillary services providers for indigent parties; and administers the Fresno County Indian Gaming Local Community Benefit Committee.

OVERVIEW

The FY 2014-15 Recommended Budget appropriations of \$1,992,624 reflect a 12% (\$207,722) increase over the FY 2013-14 Adopted Budget. The FY 2014-15 Recommended Budget revenues of \$553,536 reflect a 24% (\$107,912) increase over the FY 2013-14 Adopted Budget as a result of an increase in the projected number of hours charged to third party payer departments to ensure appropriate levels of support to County departments. Staffing is recommended at 11 positions, which reflects no change from the current year. No salary savings are included in the recommended budget due to the CAO's staffing level.

GOAL SETTING

FY 2014-15

Goal: Fully develop a mentor/succession planning program for CAO staff. The department has seen unprecedented turnover in the past few years, which has provided opportunities for new staff to join the CAO. To ensure a smooth transition for staff, the department assessed and reorganized assignments and began to implement a mentoring program. The program pairs new analysts with an experienced analyst. This is intended to create the benefit of helping newer analysts gain experience, while also providing coverage of assignments when an analyst is unavailable, in order to ensure continuity of services for County departments. Additionally, the mentoring program will allow the department to implement succession planning to ensure institutional knowledge is maintained within the organization.

Performance Metric: Program implementation on an ongoing basis.

Fiscal Goal

FY 2013-14

Goal: Continue to maximize revenues through annually updating the Indirect Cost Rates, review State mandate claims and analyze additional reimbursement revenue opportunities. The department will continue to monitor its revenues and expenditures to ensure that it remains within the budgeted net County cost.

Outcomes/Results: The department submitted an updated Indirect Cost Rate to the ACTTC and an updated Master Schedule of Fees to the Board that will ensure full reimbursement for services performed. Due to unexpected turnover, the CAO reviewed the current departmental workload to ensure department needs are met efficiently and effectively with existing resources. As a result, an increase is projected for the number of hours charged to third party payer departments. The CAO will remain within the budgeted net County cost for the current fiscal year.

Operational Goal

FY 2013-14

Goal: Review and update Management Directives and other Administrative Policies, as appropriate, by the end of the fiscal year to ensure implementation of Board direction and facilitate compliance by departments. The CAO will keep County departments apprised of available grant opportunities throughout the fiscal year.

Outcomes/Results: The department reviewed and updated two Management Directives and one Administrative Policy based on policy review, Board direction and legislative changes. In addition, CAO staff in collaboration with County departments reviewed and processed an additional seven Management Directives and three Administrative Policies. The department updated County departments throughout the year on available grant opportunities including State mandate claims.

Departmental Goal

FY 2013-14

Goal: Deliver the highest quality of public services, be dedicated to finding better, more effective ways to meet the needs of our residents, and take the lead in activities to improve quality of life in Fresno County including capital improvements and revitalizing existing vacant County-owned facilities. The CAO will also meet with departments during the fiscal year to develop performance monitoring criteria and goals.

Outcomes/Results: The department provided quarterly reports to the Board on the budget status of the County. The CAO worked closely with departments and the Board to identify current and projected issues. Identifying concerns early has allowed the CAO and the Board to mitigate effects throughout the course of the year. These actions have allowed the County to retain the SP-1+ rating from Standard & Poor's (their highest rating for short-term lending), allowing the County to issue their annual Tax Revenue Anticipation Notes (TRAN) at competitive interest rates, reducing County costs.

The County Administrative Office, working with departments and the Board, applied for and received \$79,194,000 in SB 1022 Adult Local Criminal Justice Facilities Funding for construction of a 300-bed West Annex Jail.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

On December 6, 2013, the Executive Board for the Interagency Council for Children and Families (Council) voted to refocus its human capital and resources through other institutional means and recommend that the Board discontinue the Council. On January 28, 2014, the Board of Supervisors approved the dissolution of the Council. Since FY 2010-11, the CAO had provided a 0.5 full-time equivalent staff member to act as the Interagency Coordinator. The dissolution of the Council resulted in CAO staffing restructure.

Salaries and Benefits

- Salaries and Benefits recommended at \$1,829,518 reflect an 11% (\$176,853) increase over the current year, due to the increase in Retirement Contributions, appointed Department Head and Senior Management salary adjustments to address compaction. Staffing is recommended at 11 positions, which reflects no change from the current year.

Recommended funding includes:

- Account 6100 Regular Salaries recommended at \$1,012,395 reflect an 8% (\$75,295) increase over the FY 2013-14 Adopted Budget due to adjustments to appointed Department Head and Senior Management salaries. There are no salary savings recommended for FY 2014-15, which is consistent with the current year due to minimal projected turnover.
- Account 6400 Retirement Contributions recommended at \$604,162 reflect a 16% (\$82,941) increase over the FY 2013-14 Adopted Budget due to an increase in Regular Salaries and Retirement Contribution rates.

Services and Supplies

- Services and Supplies recommended at \$163,106 reflect a 23% (\$30,869) increase over the FY 2013-14 Adopted Budget, primarily due to the increased cost of Professional and Specialized Services as well as travel for SB 1022 and other County business.

Recommended funding includes:

- Account 7269 Printing recommended at \$3,250 reflects a 111% (\$1,712) increase over the FY 2013-14 Adopted Budget, based on actual costs and projected needs related to projects such as SB 1022, Affordable Care Act, and preparation of the County budget.
- Account 7295 Professional and Specialized Services recommended at \$10,000 reflect a 100% (\$5,000) increase over the FY 2013-14 Adopted Budget, based on actual costs and projected needs for projects such as SB 1022.
- Account 7415 Trans, Travel and Education recommended at \$12,786 reflects a 166% (\$7,986) increase over the FY 2013-14 Adopted Budget, based on the estimated travel for California State Associations of Counties (CSAC) conferences, SB 1022 related travel and legislative activities.

SUMMARY OF REVENUES

- Revenues are recommended at \$553,536, a 24% (\$107,912) increase over the FY 2013-14 Adopted Budget primarily as a result of a departmental review and restructure of staffing assignments to ensure department needs are met efficiently and effectively with available resources. An increase is projected in the number of hours charged to third party payer departments which partially offsets the loss of revenue from the Interagency Council on Children and Families (\$100,395) for analyst support.
- Fines, Forfeitures and Penalties (\$55,000) Criminal Justice Facility Construction Fund revenue estimates are based on projections of current annual receipts and are recommended at a 7% (\$3,606) increase over the FY 2013-14 Adopted Budget.
- Intrafund Revenue (\$498,536) recommended at a 26% (\$104,306) increase over the FY 2013-14 Adopted Budget. The increase is due to the projected number of hours billed to third party payer departments based on staffing restructure in FY 2013-14.

County Administrative Office -- 0120

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3308 – Criminal Justice Facilities Funds	51,394	51,394	55,000
Total	\$ 51,394	\$ 51,394	\$ 55,000
Acct # - Intrafund			
5900 – Analyst Supprt to HS Dpts	244,748	244,748	445,672
5990 – MOU Charges to DCSS	14,087	14,087	17,864
5990 – AB 109 Planning Grant Chrgs	25,000	25,000	25,000
5990 – Indian Gaming Adm Charges	10,000	7,800	10,000
5990 – Interagency Council MOU Chg	100,395	99,895	0
Total	\$ 394,230	\$ 391,530	\$ 498,536
Total Revenues	\$ 445,624	\$ 442,924	\$ 553,536

COUNTY ADMINISTRATIVE OFFICE - 0120

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2207	Administrative Analyst III	2048	1	1	\$ 53,946
2247	Principal Administrative Analyst	E	3	3	240,994
2270	Senior Administrative Analyst	F	2	2	147,626
3161	Secretary IV - Conf.	1313	1	1	34,708
3170	Administrative Assistant to CAO	1845	1	1	60,775
8020	County Administrative Officer (CAO)	FLAT	1	1	214,176
8211	Assistant County Administrative Officer	B	1	1	136,295
8225	Deputy County Administrative Officer	C	1	1	110,612
Subtotal			11	11	\$ 999,132
	Auto Allowance				12,359
	Cell Phone Stipend				904
TOTAL REGULAR SALARIES					\$ 1,012,395

Interest & Miscellaneous Expenditures -- 2540

Interest and Misc Expenditures BUDGET 2540 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 2,677,319	\$ 3,511,307	\$ 3,813,149	\$ 301,842	9%
Other Charges	942,967	6,368,478	7,019,199	650,721	10%
Other Financing Uses	5,684,945	6,880,024	6,785,920	(94,104)	-1%
Total Appropriations	\$ 9,305,231	\$ 16,759,809	\$ 17,618,268	\$ 858,459	5%
<u>Revenues</u>					
Taxes	\$ 173,419	\$ 150,000	\$ 150,000	\$ -	0%
Fines, Forfeitures & Penalties	500,000	500,000	500,000	-	0%
Intergovernment Revenues - St	200,000	-	-	-	0%
Charges For Services	38,400	-	-	-	0%
Miscellaneous Revenues	121,119	151,538	152,778	1,240	1%
Intrafund Revenue	62,630	159,832	149,832	(10,000)	-6%
Total Revenues	\$ 1,095,569	\$ 961,370	\$ 952,610	\$ (8,760)	-1%
<u>Net County Cost</u>	\$ 8,209,662	\$ 15,798,439	\$ 16,665,658	\$ 867,219	5%

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

INTEREST AND MISCELLANEOUS EXPENDITURES - 2540

FUNCTION

The Interest and Miscellaneous Expenditures budget provides funding for expenditures that are not attributable to the operation of any specific department or that are for projects that need to be closely monitored per direction of the Board of Supervisors (Board). Appropriations primarily fund the interest costs of the County's short-term borrowing program or Tax Revenue Anticipation Notes (TRAN); debt service payments for the Lease Revenue Refunding Bonds (LRRB), and Juvenile Justice Court Facility Lease Revenue Bonds (LRBs); outside bond counsel; fire protection; economic development; countywide audit services; Federal and State legislative advocacy; costs applicable to vacant spaces in County-owned or leased buildings, emergency repairs, and contributions to local organizations. The financial and operational activities funded in this budget are administered by a number of departments including the County Administrative Office (CAO), Auditor-Controller/Treasurer-Tax Collector (ACTTC), County Counsel, and Internal Services Department (ISD).

OVERVIEW

The net County cost (NCC) of \$16,665,658 for the FY 2014-15 Recommended Budget reflects a 5% (\$867,219) increase over the FY 2013-14 Adopted Budget. The increase in NCC is due to the recommendation to budget \$5,569,392 for the payment of the Proposition 42 Maintenance-of-Effort (MOE) owed to the Road Fund. The largest NCC components for this budget are for \$6,300,000 in operating transfers to the Debt Service Org 0124 for debt service payments, \$5,569,392 for the Prop 42 MOE payment, and \$2,100,000 for maintenance/utility costs of County-owned vacant spaces.

SUMMARY OF CAO RECOMMENDATIONS

Services and Supplies

- Services and Supplies recommended at \$3,813,149 represent a 9% (\$301,842) increase over the FY 2013-14 Adopted Budget due to an increase in appropriations for maintenance/utility costs of vacant spaces.

Recommended funding includes:

- Maintenance-Buildings and Grounds (\$600,000) recommended at the same level as the FY 2013-14 Adopted Budget based on projected expenditures for emergency repairs. Due to the Facilities Services Internal Service Fund (ISF) being relatively new and in order keep department charges at a reasonable level, reserves for emergency repairs are currently not included in the ISF. The ISD administers these activities.
- PeopleSoft Financial Charges (\$3,062) reflect a 5% (\$158) decrease from the FY 2013-14 Adopted Budget based on rates provided by ISD. The charges reflect the required share of the ISD ISF costs for processing PeopleSoft transactions for Org 2540. ISD administers these activities.
- Countywide Audit and Related Consulting Services (\$175,000) recommended at the same level as the FY 2013-14 Adopted Budget. Expenditures are for the annual independent audits required by various Government (Govt.) Codes, U.S. Govt. Auditing Standards, the Single Audit Act, and individual Federal/State grants. The audit is also necessary for the County's bond rating and is directly related to the cost of borrowing. Reimbursements in the amount of \$17,760 are expected to be received from third party payers to offset the audit costs related to their agencies. The recommended funding also allows for other expert consulting services that may be needed

Interest & Miscellaneous Expenditures -- 2540

to complete financial statement disclosures. The ACTTC administers these activities.

- Financial Advisor Services (\$120,000) recommended at the same level as the FY 2013-14 Adopted Budget. These services are needed for a financial consultant for the TRAN and other debt financing. County staff does not have the resources or expertise in these matters. Also includes the cost of printing and binding official statements as well as online bidding charges. The ACTTC administers these activities.
- Armored Transport Services (\$55,000) recommended at the same level as the FY 2013-14 Adopted Budget. Services are needed to safeguard cash transport activities. The costs are 100% reimbursed by user departments. The ACTTC administers these activities.
- Revenue Collection Services (\$100,000) reflect a 9% (\$10,000) decrease from the FY 2013-14 Adopted Budget to allow County departments to accept debit/credit card (Merchant Card) payments and provide electronic check processing services. These services facilitate receipt of revenues and enhance customer convenience. The costs are 100% reimbursed by user departments. The ACTTC administers these activities.
- Government Finance Officers Association (GFOA) (\$1,100) recommended at the same level as the FY 2013-14 Adopted Budget for funding to obtain a GFOA - Certificate of Achievement, which was established to encourage local governments to go beyond minimum requirements when preparing comprehensive annual financial reports. Achieving the certificate enhances confidence in the reported financial position of the County. The ACTTC administers this activity.
- Standard & Poor's (\$15,500) recommended at the same level as the FY 2013-14 Adopted Budget for funding to obtain bond ratings, which are required in order to issue the County's annual Tax Revenue Anticipation Notes (TRAN). The ACTTC administers this activity.
- Sales Tax Recovery (\$150,000) recommended at the same level as the FY 2013-14 Adopted Budget for funding the recovery of sales tax revenues. Contracted services include analysis to help ensure vendors properly report to the State all sales tax receipts applicable to the County. Increased sales tax revenues fully offset the cost of the contract. The ACTTC administers these activities.
- Trustee Fees (\$11,000) recommended at the same level as the FY 2013-14 Adopted Budget for funding used to pay the Bank of New York for administering the 2012 Lease Revenue Refunding Bonds (LRRB), Juvenile Justice Court Facility and Offices Lease Revenue Bonds (LRBs) and Pension Obligation Bonds (POB), as the County does not have the expertise or resources to perform these services. The POB portion (\$4,850) is 100% offset from rates charged to the County departments to cover POB debt. The ACTTC administers these activities.
- Actuarial Fees (\$2,000) reflect a 100% (\$2,000) increase over the FY 2013-14 Adopted Budget for the cost of contract actuarial services to amortize the County's Net Pension Asset. In 2004, the County contributed dollars to the Retirement System in excess of the annual required contribution to help reduce the County's Unfunded Pension Liability creating a Net Pension Asset. To comply with Generally Accepted Accounting Principles (GAAP), the County is required to amortize the Net Pension Asset using the discount rate used by the Retirement System in calculating the current year Annual Required Contribution. When the discount rate is changed, it becomes necessary to get an updated amortization schedule. The ACTTC administers these activities.
- Bond Counsel (\$84,700) recommended at the same level as the FY 2013-14 Adopted Budget for services required from outside bond counsel. County Counsel does not have the expertise regarding municipal finance matters (e.g. bond issuance), and investors expect to see a nationally recognized law firm on the bond documents. County Counsel administers these activities and incurs the bond counsel expenditures in County Counsel Org 0710. Upon request, these expenditures are later reversed from Org 0710 and charged to Org 2540.

Interest & Miscellaneous Expenditures -- 2540

- State and Federal Legislative Advocacy Services (\$162,012) remain at the same level as the FY 2013-14 Adopted Budget for contracted services with State (\$88,008) and Federal (\$74,004) Legislative Advocates. This item provides lobbyist services to more effectively represent the needs of the County on numerous issues at the State and Federal levels. The CAO administers these activities.
- Annual Membership Dues for the Five Cities Economic Development Joint Powers Authority (JPA) (\$6,000) recommended at the same level as the FY 2013-14 Adopted Budget and represents the projected cost for the County's membership in the JPA. The JPA was established to assist member agencies to develop local economic development resources, establish cooperative relationships to pursue legislation, seek funding, plan the allocation of resources, and implement the Regional Economic Development Program and strategies. The JPA now consists of eight members including the cities of Fowler, Kingsburg, Orange Cove, Parlier, Reedley, Sanger, and Selma as well as the County of Fresno. Membership dues are proportionate to each member agency's population. The CAO administers these activities.
- Driver Alliant Insurance Liability (\$275) recommended at the same level as the FY 2013-14 Adopted Budget for the Retirement Board's insurance coverage. Government Code Section 7511 requires the County to pay for premiums related to the non-recourse clause of fiduciary liability insurance for the Fresno County Employees' Retirement Association (FCERA) Board and Administrator. The Code prohibits a public retirement plan from paying this charge. The bill is received from FCERA and processed by the CAO.
- Council of Governments (COG) Membership Dues (\$15,500) recommended at the same level as the FY 2013-14 Adopted Budget for annual membership dues that are required through the COG Joint Powers Agreement (JPA). COG (a mandated State and Federal-designated Regional Transportation and Metropolitan Planning agency) currently uses the dues for State and Federal lobbying efforts which, therefore, cannot be funded from the Road Fund. Participation in the JPA is necessary for the County to have a voice in regional decision-making and programming of hundreds of millions of dollars in regional and local transportation funding. The CAO administers this item.
- Appraisal Fees (\$10,000) reflects a 100% (\$10,000) increase over the FY 2013-14 Adopted Budget for the cost of appraising County Property. In order for County property to be sold an appraisal must be obtained. Funding will be used for the cost of obtaining appraisals as the County looks to potentially sell vacant property. The CAO administers this item.
- Facility Operation and Maintenance for Vacant Spaces (\$2,100,000) reflects a 17% (\$300,000) increase over the FY 2013-14 Adopted Budget based on updated actual and estimated costs of utilities, and maintenance of vacant County building spaces including University Medical Center, Elkhorn boot camp, and the 10th Street Juvenile Hall/Court facilities. These estimates could be reduced or offset as a result of the Board's direction to consider the sale, lease, or increased use of County properties. The costs do not benefit specific entities and therefore cannot be charged to departments or grants. As such, the Facility Services ISF would not be able to recover revenues for these costs so funding for this purpose needs to be absorbed by the General Fund (Org 2540, account 7345). The ISD administers this activity.
- Transportation, Travel and Education (\$2,000) recommended at the same level as the FY 2013-14 Adopted Budget for travel costs needed in order to get Standard & Poor's bond ratings associated with TRAN borrowing. This expenditure account (7415) is also used to pay for American Express Corporate Card travel expenditures. Charges are then reversed and charged to applicable departments. This activity is primarily administered by the ACTTC.
- Public Safety Realignment Act (AB 109) Planning Grant (\$200,000) recommended at the same level as the FY 2013-14 Adopted Budget and is used to provide reimbursement for the planning grant activities of various County departments. AB 109 Planning Grant funding fully offsets these

costs.

Other Charges

- Other Charges recommended at (\$7,019,199) represent a 10% (\$650,721) increase over the FY 2013-14 Adopted Budget due to the elimination of appropriations for the Property Tax Administrative Fee (PTAF) methodology correction owed to cities and offset with the addition of appropriations for the Proposition 42 MOE payment that is owed to the Road Fund on or before June 30, 2015.

Recommended funding includes:

- Fresno City/County Historical Society (\$12,500) recommended at the same level as the FY 2013-14 Adopted Budget and provides non-mandated funding for the operation of the Kearney Mansion Museum complex and interior maintenance of the Kearney Mansion. The CAO administers this activity. Additional funds are budgeted in Parks and Grounds Org 7910 of Public Works & Planning (PW&P).
- 415 Retirement Replacement Plan (\$125,000) reflects a 9% (\$10,000) increase over the FY 2013-14 Adopted Budget for payments to past County of Fresno employees who have retired and have compensation above the IRS tax limit for retirement. The recommended funding, which is required by IRS Code 415, is based on projected expenditures as provided by the ACTTC. These costs are fully-offset by a reimbursement to Org 2540 which is made available from a like reduction in the Retirement Contribution to FCERA. The ACTTC administers this activity.
- Amador Plan Fire Services (\$894,048) recommended at a 2% (\$15,841) increase over the FY 2013-14 Adopted Budget, based on the proposed agreement with CAL FIRE for FY 2014-15. Similar to FY 2013-14, funding provides for non-mandated fire protection services during the non-fire season (generally November through May) at four of five fire stations located in select foothill and mountain areas including Piedra, Blasingame, Shaver Lake, and Squaw Valley. The Hurley station will be funded by the Fresno County Fire Protection District. Payments under this agreement are based on actual costs, which are contingent on the length of the fire season. The agreement with CAL FIRE is presented to the Board during the fiscal year for retroactive approval. The CAO administers these activities.
- Cash Shortages (\$4,000) recommended at a 60% (\$1,500) increase over the FY 2013-14 Adopted Budget based on actual and projected expenditures. Consistent with Management Directive 740, cash shortage reimbursements to County departments have been budgeted in Org 2540. Shortages are recommended for approval if there is no proof of fraud or gross negligence and the loss is not covered by insurance. The ACTTC administers these activities.
- Support of Organizations (\$408,759) recommended at the same level as the FY 2013-14 Adopted Budget. The Support of Organizations account was created to fund community service programs the Board adopts funding for each fiscal year as described below:

Cooperative Extension (\$315,000) recommended at the same level as the FY 2013-14 Adopted Budget. In FY 2012-13, the County and the Regents of the University of California (University) determined for future years to discontinue use of the County Budget Org 7610 and create a partnership agreement in which the County will pay the University directly an amount adopted by the Board each fiscal year. The CAO administers this activity.

Veterans Memorial Museum (\$10,000) remains at the same level as the FY 2013-14 Adopted Budget for a non-mandated contribution to the Veterans Memorial Museum to promote, improve, operate, or maintain the museum that preserves the County's military history and honors its veterans. The CAO administers this activity.

Economic Development Contract (EDC) (\$28,000) remains at the same level as the FY 2013-14 Adopted Budget to allow EDC to continue implementing non-mandated economic development marketing programs and promoting job creation in Fresno County, which is consistent with the

Interest & Miscellaneous Expenditures -- 2540

economic element of the General Plan. The CAO administers this activity.

Fresno-Madera Area Agency on Aging (FMAAA) (\$44,509) remains at the same level as the FY 2013-14 Adopted Budget and reflects Fresno County's financial share of a Joint Powers Agreement between the County, City of Fresno, and the County of Madera to provide the FMAAA's required match. This allows the FMAAA to receive federal and state funding for the provision of senior services. The CAO administers this activity.

Volunteer Fire Department Contribution (\$11,250) remains at the same level as the FY 2013-14 Adopted Budget and represents the County's non-mandated contribution to five Volunteer Fire Departments (i.e. Big Creek, Hume Lake, Huntington Lake, Mountain Valley, and Pine Ridge) to purchase various types of firefighting clothing and equipment. The CAO administers these activities.

- PTAF Repayment (\$0) reflects a 100% (\$4,796,512) decrease from the FY 2013-14 Adopted Budget. This funding was budgeted in FY 2013-14 to fund the payment of the Property Tax Administrative Fee (PTAF) methodology correction owed to Cities and is not recommended for FY 2014-15 as repayments have been made.
- Proposition 42 Maintenance-of-Effort Payment (\$5,569,392) represents a 100% (\$5,569,392) increase over the FY 2013-14 Adopted Budget. In FY 2009-10, the Adopted Budget included Proposition 42 funding that required a MOE contribution from the County's General Fund in the amount of \$5,569,392. The FY 2009-10 MOE payment was deferred in accordance with California Revenue and Taxation Code Section 7104.2(f)(6) until FY 2010-11. Legislative action allowed the County to further defer the payment until June 30, 2015. The recommended appropriations will be funded from designations that were created as part of the FY 2013-14 Adopted Budget and will allow the County to pay the Proposition 42 MOE in the event that payment is required on or before June 30, 2015. The Board of Supervisors is exploring legislative options which may reduce, postpone, or eliminate this MOE payment.
- Judgments and Damages (\$5,500) reflect a 10% (\$500) increase over the FY 2013-14 Adopted Budget, based on actual and projected expenditures represent the County's obligation under California Commercial Code Division 3 to reimburse businesses for fraudulent or forged checks. The ACTTC administers this activity.

Other Financing Uses

- Other Financing Uses are recommended at \$6,785,920 and reflect a 1% (\$94,104) decrease from the FY 2013-14 Adopted Budget. The decrease is due to the one-time cost of updating the sound system in the Board of Supervisors' Chambers in FY 2013-14.

Recommended funding includes:

- Operating Transfer Out to ISF (\$449,273) reflects an 18% (\$96,628) decrease from the FY 2013-14 Adopted Budget and includes:

Additional Courthouse Park Security (\$210,000) reflects a 2% (\$4,192) increase over the FY 2013-14 Adopted Budget to fund supplemental security to be present at Courthouse Park for an additional 92 hours per week. ISD administers these activities.

Sound System Update (\$0) reflects a 100% (\$100,000) decrease from the FY 2013-14 Adopted Budget. Funding was budgeted in FY 2013-14 to fund the one-time cost of updating the sound system in the Board of Supervisors' Chambers.

PeopleSoft Charges (Schools and Cemetery Districts) (\$239,273) reflect an \$820 decrease from the FY 2013-14 Adopted Budget based on ITSD rates to fund PeopleSoft financial system charges for Schools and Cemetery Districts. Government Code Section 6103 and Health & Safety Code Section 9028 support that the County does not have the authority to charge such districts for performing the Districts' data processing. ISD administers these activities.

Interest & Miscellaneous Expenditures -- 2540

- Operating Transfer Out to Debt Service (\$6,336,647) reflects a \$2,524 increase over the FY 2013-14 Adopted Budget and includes:

2012 Lease Revenue Refunding Bonds (LRRB) (\$1,941,300) reflect a \$2,150 increase over the FY 2013-14 Adopted Budget for NCC portion of the 2012 Lease Revenue Refunding Bonds (LRRB). The LRRB were issued to refund (refinance) two outstanding Lease Revenue Bonds Series 2004 (Juvenile Justice Campus), and Series 2004B (Energy Projects).

Juvenile Justice Court Facility and Offices (LRB) (\$1,695,347) reflect a \$374 increase over the FY 2013-14 Adopted Budget for Fresno County's 41.5% share of the debt service payment related to the Juvenile Court Facility LRB. The Superior Court shares in the use of the facility, and their share of the debt payment (58.5%) is funded by the Administrative Office of the Courts through Court Ancillary Services Org 2838. The County's share of debt is offset by up to \$500,000 in annual Civil Assessment Fee revenues received from the Superior Court.

Tax Revenue Anticipation Notes (TRAN) (\$2,700,000) recommended at the same level as FY 2013-14 and is based on an estimated \$90 million debt issuance at 3%. Once confirmed, if the final TRAN debt issuance amount and interest rate result in a debt requirement that is less than what is budgeted, any savings would be available for re-appropriation as approved by the Board.

More information on the above debt service payments is available in the Narrative for Org 0124 – Debt Service. The ACTTC administers these activities.

SUMMARY OF REVENUES

- Revenues are recommended at \$952,610 and reflect a 1% (\$8,760) decrease from the FY 2013-14 Adopted Budget due to a decrease in reimbursements from third party payer departments for auditing services.
- Taxes (\$150,000) are recommended at the same level as the FY 2013-14 Adopted Budget and reflect 15% of the additional sales tax revenues the County projects to receive as a result of the contract for sales tax recovery services budgeted in Org 2540. This revenue, which fully-offsets the costs of the contracted services, is transferred to Org 2540 from the Discretionary Revenues Org 0415, where the total projected additional sales tax revenues (\$1,000,000) is received. The ACTTC administers these activities.
- Fines, Forfeitures and Penalties (\$500,000) are recommended at the same level as the FY 2013-14 Adopted Budget. This is the annual Civil Assessment Fee revenue received from the Superior Court which offsets a portion of the County's share of debt for the Juvenile Justice Court Facility and Offices LRB. The CAO works with the Superior Court in administering this activity.
- Miscellaneous Revenues (\$152,778) are recommended at a 1% (\$1,240) increase over the FY 2013-14 Adopted Budget. Revenues include \$125,000 to fully-offset the cost of the 415 Retirement Replacement Plan; \$4,850 to offset the cost of Pension Obligation Bond Trustee fees; \$17,760 for third party payer audit reimbursements; and \$5,168 in reimbursements from non-General Fund user departments for armored transport services. The ACTTC administers these activities.
- Intrafund Revenue (\$149,832) reflects a 6% (\$10,000) decrease from the FY 2013-14 Adopted Budget due to a \$10,000 decrease in the budgeted amount for revenue collection services. Budgeted Intrafund revenues include charges to General Fund user departments, to fully recover the cost of armored transport (\$49,832) and revenue collection services (\$100,000). The ACTTC administers these activities.
- AB 109 Planning Grant Funding recommended budget includes \$200,000 in prior year AB 109 Planning Grant funding that will be made available for FY 2014-15 AB 109 Planning Grant expenditures and consists of \$25,762 of restricted net assets from FY 2012-13 and an estimated

Interest & Miscellaneous Expenditures -- 2540

\$174,238 of restricted net assets from FY 2013-14. The CAO administers these activities.

- Release of Designations recommended budget includes the release of \$5,569,392 in assigned fund balance that was included in the FY 2013-14 Adopted Budget in the Prop 42 MOE Designation (\$2,558,352) and Budget Mitigation Designation (\$3,011,040). The FY 2014-15 Recommended Budget includes the release of funding from the designations to fund balance to fund the corresponding \$5,569,392 in appropriations for the Prop 42 MOE, with no new net County cost.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Taxes			
3045 – Bradley-Burns 1% Sales/Use Tax	150,000	150,000	150,000
Total	\$ 150,000	\$ 150,000	\$ 150,000
Acct # - Fines, Forfeitures, & Penalties			
3307 – Civil Assessment Fees - JJC Court	500,000	500,000	500,000
Total	\$ 500,000	\$ 500,000	\$ 500,000
Acct # - Intergovernment Revenues – State			
3575 – State Other - AB 109 Planning Grant		200,000	0
Total	\$ 0	\$ 200,000	\$ 0
Acct # - Miscellaneous Revenues			
5800 – Reimbursement - 415 Retirement	115,000	110,917	125,000
5800 – Reimbursement - Armored Transport Service	5,168	5,168	5,168
5800 – Reimbursement - POB Trustee Fee	4,850	4,850	4,850
5800 – Reimbursement - Transport Auth Audit	1,000	1,000	0
5800 – Reimbursement - Zoo Auth Audit	3,110	3,110	3,110
5800 – Reimbursement - IHSS Audit	3,710	3,710	3,710
5800 – Reimbursement - First Five Audit	7,760	7,760	0
5800 – Reimbursement - Coalinga & SE Reg Audit	3,790	3,790	3,790
5800 – Reimbursement - Treas Cash Count Audit	3,440	3,440	3,440
5800 – Reimbursement - Treas Compliance Audit	3,710	3,710	3,710
Total	\$ 151,538	\$ 147,455	\$ 152,778
Acct # - Intrafund			
5990 – Reimbursement - Armored Transport Service	49,832	49,832	49,832
5990 – Reimbursement- Revenue Collection Svcs	110,000	110,000	100,000
Total	\$ 159,832	\$ 159,832	\$ 149,832
Total Revenues	\$ 961,370	\$ 1,157,287	\$ 952,610

PENDING FACTORS

On September 17, 2013, staff provided a report to the Board on vacant County properties. The Board provided direction to obtain appraisals for the 91.61 acres of open land near Selma, the Elkhorn Farmland and vacant boot camp facilities, University Medical Center Campus and the Juvenile Hall, Court Building and Wakefield School facilities and return to the Board. During the course of FY 2014-15, staff will return to the Board with the appraisals and to seek further direction. Should the Board direct staff to sell and/or lease any of the County's vacant properties there could be potential savings in the vacant facilities maintenance account which could be redirected by Board action.

Debt Service -- 0124

Debt Service BUDGET 0124 Debt Service Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 8,832,786	\$ 10,029,523	\$ 10,033,748	\$ 4,225	0%
Total Appropriations	\$ 8,832,786	\$ 10,029,523	\$ 10,033,748	\$ 4,225	0%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 732	\$ -	\$ -	\$ -	0%
Other Financing Sources	8,832,786	10,029,523	10,033,748	4,225	0%
Total Revenues	\$ 8,833,518	\$ 10,029,523	\$ 10,033,748	\$ 4,225	0%
<u>Revenues (Over)/Under Expenditures</u>	\$ (732)	\$ -	\$ -	\$ -	0%
Increase of Available Net Assets	732	-	-	-	0%
<u>Budgetary Balance</u>	\$ -	\$ -	\$ -	\$ -	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

DEBT SERVICE – 0124

FUNCTION

This budget provides for the appropriations and revenues related to the annual debt service payments for the County's long and short-term debt obligations for the Tax and Revenue Anticipation Notes (TRAN), Lease Revenue Bonds (LRB) for the Juvenile Justice Court Facility and Offices (Juvenile Court Facility and Offices), and Lease Revenue Refunding Bonds (LRRB). Information is also provided regarding the County's outstanding Pension Obligation Bonds (POB).

OVERVIEW

The FY 2014-15 Recommended Budget totals \$10,033,748 and reflects a (\$4,225) net increase over the FY 2013-14 Adopted Budget. Funding in this budget includes the scheduled LRB debt service payments for the Juvenile Court Facility and Offices (\$4,085,173), an increase of \$900 over FY 2013-14 as well as the Juvenile Justice Campus and Downtown Lease Revenue Refunding Bond (LRRB) Series 2012A. The FY 2014-15 payment for the 2012 LRRB (\$3,248,575) is an increase of \$3,325 over the FY 2013-14 Adopted Budget. Recommended funding for the FY 2014-15 TRAN (\$2,700,000) remains at the same level as FY 2013-14.

SUMMARY OF CAO RECOMMENDATIONS

Other Charges

- The following provides a summary of recommended funding for the County's long and short-term debt obligations, which includes the required FY 2014-15 debt service payments for the LRB, TRAN, and LRRB:

Juvenile Court Facility LRB (Account 7853):

- A total of \$55,350,000 in LRB was issued by the Fresno County Financing Authority in 2007 to finance costs associated with the construction of a shared use Juvenile Court Facility and Offices to be located at the Juvenile Justice Campus. Usage of the Juvenile Court Facility is being shared by Fresno County and the Superior Court. The total principal amount of the Annual Base Rental (Lease) Payments is \$55,350,000 and is to be paid by the County. The County leases a portion of the facility and offices to the Administrative Office of the Courts (AOC), whose share of the Base Rental Payments is 58.5% of the annual payment. The bonds have a 23-year maturity and include two years of capitalized interest. The total debt service payment for FY 2014-15 is \$4,085,173 and is due in two installments: interest in October 2014; and principal and interest in April 2015. See debt service schedule following this narrative for the current and long-term annual debt service amounts.

Principal Balance as of June 30, 2014\$46,185,000

Remaining Payment Period 16 years

2014-15 Debt Service Payment\$4,085,173

The AOC's share of the \$4,085,173 is \$2,389,826 (58.5%), and the County's share is \$1,695,347 (41.5%). The recommended amount of \$4,085,173 reflects a \$900 increase over the FY 2013-14 Adopted Budget.

2012 Lease Revenue Refunding Bonds (LRRB) Series 2012A (Account 7864)

- A total of \$22,425,000 in LRRB was issued by the Fresno County Financing Authority in 2012 to refund (refinance) the County's previously issued and outstanding Lease Revenue Bonds Series 2004 (Juvenile Justice Campus) and Series 2004B (Energy Projects). The bonds have a 10-year

Debt Service -- 0124

maturity. The total debt service payment for FY 2014-15 is \$3,248,575 and is due in two installments: principal and interest in August 2014; and interest in February 2015. See debt service schedule following this narrative for the current and long-term annual debt service amounts.

Principal Balance as of June 30, 2014.....\$19,800,000

Remaining Payment Period9 years

2014-15 Debt Service Payment\$3,248,575

The recommended amount of \$3,248,575 reflects a \$3,325 increase over the FY 2013-14 Adopted Budget.

Tax Revenue Anticipation Notes (TRAN) (Account 7867)

- For the past 36 years, the Board of Supervisors has authorized a short-term borrowing program through a TRAN issuance. The TRAN issuance enables the County to maintain a positive cash flow until anticipated taxes and revenues are received throughout the fiscal year.

The recommended funding of \$2,700,000 for FY 2014-15 is based on an assumed \$90,000,000 debt issuance at a 3% interest rate. This represents the same level of funding as recommended for FY 2013-14. If the final debt issuance amount and interest rate for FY 2014-15 result in a debt requirement that is significantly less than what is budgeted, any savings would be available for re-appropriation as approved by the Board.

Upon receipt, TRAN proceeds are deposited into an interest bearing account. Funding for the interest payment is transferred from the Interest and Miscellaneous Expenditures budget, where it is budgeted as net County cost.

Other Information

Pension Obligation Bonds (POB)

- Fresno County has issued POB on three occasions. In March 1998, Fresno County issued \$184,910,000 of taxable POB with a 10-year amortization to fund the Unfunded Actuarial Accrued Liability (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 were issued. The \$75 million variable rate bonds were converted to fixed rate bonds on September 12, 2006 at a fixed rate of 5.56%. The maturity schedule of the converted bonds remained the same. In FY 2008-09, the debt service for the 1998 POBs was completed. A total of \$39,559,272 in debt service payments is required in FY 2014-15, which includes all administration fees associated with the bonds. See debt service schedule and remaining maturity for all three issuances following this narrative.

Principal Balance as of June 30, 2014.....\$416,622,749

Remaining Payment PeriodVaried

2014-15 Debt Service Payment\$39,559,272

Amounts necessary to timely pay the POB debt service payments have been incorporated into the County's FY 2014-15 retirement rates and are collected from departments each pay period.

SUMMARY OF REVENUES

- Revenues are recommended at \$10,033,748 and include the following:
 - Other Financing Sources (\$10,033,748) – Include an Operating Transfer In from General Fund (\$8,726,473) and an Operating Transfer In from Internal Services Fund (\$1,307,275). The General Fund revenue sources are budgeted in Org 2540 – Interest & Miscellaneous Expenditures and in Org 2838 – Court Ancillary Services. Org 2540 budgets for the TRAN interest payment (\$2,700,000); the debt service payment for the Juvenile Justice Campus portion of the 2012 LRRB (\$1,941,300); and the County share (41.5%) of the debt service payment for the Juvenile Court Facility LRBs (\$1,695,347). Org 2838 budgets for the State (AOC) share (58.5%) of the debt service payment for the Juvenile Court Facility LRBs (\$2,389,826). The total of both shares of this debt covers the total debt payment (\$4,085,173) for the Juvenile Court Facility LRBs. Finally, the Internal Services Fund revenue source is budgeted in Org 8935 – Facility Services for the Downtown Energy Savings Project portion of the 2012 LRRBs (\$1,307,275).

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Other Financing Sources			
5950 – Op Tran In from Gen Fund - 2012 LRRB	1,939,150	1,930,330	1,941,300
5950 – Op Tran In from Gen Fund - Juv Court LRB	4,084,273	4,083,925	4,085,173
5950 – Op Tran In for Gen Fund – TRAN	2,700,000	2,700,000	2,700,000
5953 – Op Tran in from ISF - 2012 LRRB	1,306,100	1,302,530	1,307,275
Total	\$ 10,029,523	\$ 10,016,785	\$ 10,033,748
Total Revenues	\$ 10,029,523	\$ 10,016,785	\$ 10,033,748

County of Fresno

Annual Debt Service Schedule By Fiscal YearFor Pension Obligation Bonds (POBs), Lease Revenue Bonds (LRBs) and Lease Revenue Refinancing Bonds (LRRBs)
(Includes Bond Principal and Interest)

Fiscal Year Ending	2002 POBs (Partial 1998 Refunding)	2004A POBs Fixed Rate	2004B POBs Fixed Rate	2007 LRBs (Juvenile Court)	2012 LRRBs (2004 Refunding)	Total Annual Payments
2015	15,967,204	19,422,069	4,170,000	4,085,173	3,248,575	46,893,020
2016	15,963,492	20,901,454	4,170,000	4,082,373	3,241,600	48,358,919
2017	15,965,889	22,435,013	4,170,000	4,086,373	3,242,225	49,899,499
2018	15,967,923	24,035,283	4,170,000	4,084,373	3,235,375	51,492,953
2019	15,970,424	25,693,747	4,170,000	4,085,373	2,393,800	52,313,344
2020	-	27,424,490	4,170,000	4,082,573	1,929,775	37,606,837
2021	-	29,220,000	4,170,000	4,085,973	1,931,000	39,406,973
2022	-	31,085,000	4,170,000	4,081,866	1,925,650	41,262,516
2023	-	33,025,000	4,170,000	4,081,241	933,800	42,210,041
2024	-	35,045,000	4,170,000	4,084,441	-	43,299,441
2025	-	37,140,000	4,170,000	4,084,581	-	45,394,581
2026	-	39,325,000	4,170,000	4,084,131	-	47,579,131
2027	-	41,595,000	4,170,000	4,085,413	-	49,850,413
2028	-	43,780,000	4,170,000	4,085,350	-	52,035,350
2029	-	46,410,000	4,170,000	4,084,250	-	54,664,250
2030	-	48,965,000	4,170,000	4,085,950	-	57,220,950
2031	-	51,620,000	4,170,000	-	-	55,790,000
2032	-	54,380,000	4,170,000	-	-	58,550,000
2033	-	44,785,000	16,614,160	-	-	61,399,160
2034	-	-	63,929,160	-	-	63,929,160
TOTALS	\$79,834,932	\$676,287,055	\$155,603,320	\$65,349,431	\$22,081,800	\$999,156,538

CONTINGENCIES, GENERAL RESERVES AND DESIGNATIONS
BUDGET 8210
GENERAL FUND
RECOMMENDED

CONTINGENCIES

	Adopted 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Approp for Contingencies	\$ 500,468	\$ 750,000	\$ 700,000	\$ (50,000)	-7%
Total Appropriations	\$ 500,468	\$ 750,000	\$ 700,000	\$ (50,000)	-7%
<u>Net County Cost</u>	\$ 500,468	\$ 750,000	\$ 700,000	\$ (50,000)	-7%

GENERAL RESERVES / DESIGNATIONS

	Actual 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Budget Mitigation Designation	\$ 0	\$ 11,071,408	\$ 7,854,500	\$ (3,216,908)	-29%
Prop 42 MOE Designation	0	5,569,392	0	(5,569,392)	-100%
POB Third Party Payer Designation	0	0	8,957,503	8,957,503	
Sheriff Staffing Needs	0	0	5,950,000	5,950,000	
Increase in General Reserves	1,520,000	1,500,000	2,043,453	543,453	36%
Total Appropriations	\$ 1,520,000	\$ 18,140,800	\$ 24,805,456	\$ 6,664,656	37%
<u>Revenues</u>					
General Fund Designation Draw	\$ 0	\$ 0	\$ 0	\$ 0	0%
Total Revenues	\$ 0	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 1,520,000	\$ 18,140,800	\$ 24,805,456	\$ 6,664,656	37%

CONTINGENCIES, GENERAL RESERVES & DESIGNATION – 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 General Reserves in that the Board of Supervisors (Board) can transfer Contingencies and Designations during the fiscal year to fund unanticipated expenditures. The General Reserves, however, is a portion of the fund balance that is not available to fund current year expenditures except in cases where the Board declares an emergency as defined by Government Code 29127. The Board can approve increases to Contingencies, General Reserves and Designations during the fiscal year.

OVERVIEW

The FY 2014-15 Recommended Budget includes \$700,000 in funding for Contingencies, which represent a 7% (\$50,000) decrease from the FY 2013-14 Adopted Budget. The FY 2014-15 Recommended Budget includes a \$2,043,453 increase to the General Reserves of the General Fund, which represents a 36% (\$543,453) increase over the FY 2013-14 Adopted Budget. The FY 2014-15 Recommended Budget includes \$22,762,003 for three General Fund Designations. The payment of Pension Obligation Bond debt (\$8,957,503) not eligible to be paid for with third party payer funding, Sheriff staffing needs (\$5,950,000) to address potential costs associated with jail staffing and County budget mitigation (\$7,854,500) which represents the amount of funding available for the Board in making adjustments in budget hearings, to mitigate potential impacts in the FY 2014-15 State budget or during the fiscal year.

SUMMARY OF CAO RECOMMENDATIONS

Contingencies

- Contingencies are recommended at \$700,000, which represent a 7% (\$50,000) decrease from the FY 2013-14 Adopted Budget of \$750,000. On November 12, 2013, \$842 was transferred to the Interest & Miscellaneous Expenditures Org 2540, to fund an increase in the maximum agreement amount for the County's Amador Plan agreement with the California Department of Forestry and Fire Protection (CalFire). On April 22, 2014, the Department of Social Services transferred \$2,525,774 to Contingencies as a result of an increase in Realignment revenue. At the end of the fiscal year unused appropriations for Contingencies will fall to fund balance and are included in the funding of the FY 2014-15 Recommended Budget. After budget adoption, during the fiscal year Contingencies require a 4/5th vote to access funding.

General Reserves

- A \$2,043,453 contribution to the General Reserves is recommended for FY 2014-15. The FY 2014-15 General Reserve contribution represents 0.75% of the total FY 2014-15 Countywide Revenues amount of \$274.6 million. With this contribution, the General Reserve balance will increase to \$16,486,457 to address potential future liabilities. The General Reserve, except in cases of a legally declared emergency may only be decreased at the time of adopting the budget. The general reserve may be increased any time during the fiscal year by a 4/5th vote.

Designations

- Three designations have been included in the FY 2014-15 Recommended Budget in the amount of \$22,762,003. Designations require a 4/5th vote to access funding.

Pension Obligation Bond Third Party Payer

- A designation in the amount of \$8,957,503 has been reserved to address the potential disallowance of Pension Obligation Bond (POB) costs claimed to third party funding sources, such as federal grants, for a portion of the refinanced pension obligation bonds. Principles governing federal cost reimbursements are set out in the Office of Management and Budget (OMB) Circular A-87 (A-87). OMB A-87 treats pension plan costs as fringe benefits that are allowable to be claimed, including Pension Obligation Bonds. In March of 1998, the County issued Pension Obligation Bonds in the amount of \$184,910,000 to cover the Unfunded Actuarial Accrued Liability (UAAL). Due to the State of California's economy and stagnant growth in Countywide revenues, the County issued Taxable Pension Obligation Bonds, 2002 Refunding Series. Approximately \$117,000,000 of the 1998 POBs were refunded. By refunding the bonds, the County was able to reduce its annual debt service and extend its debt service schedule out 10 years, but in doing so, the County incurred an additional \$77 million in debt service payments. At the time of the 2002 POB issuance, the County of Fresno was not aware of the potential for future denial of claims, as correspondence from the Federal Department of Health and Human Services, regarding issuance guidelines relative to allowable costs on refunding POB that increase the total debt service was not circulated to the County until February of 2003. To date, no federal claims have been denied reimbursement for reasons concerning claiming POB costs. It is estimated that the potential cost of the disallowance is \$50 million in total and \$8,957,503 for FY 2014-15. The County and their advisors have attempted to resolve this issue with the State Controller's Office, but the County has been instructed that no action can be taken until such time that a claim for reimbursement for the additional POB costs is disallowed. It is the County's intent to fully appeal any and all amounts disallowed through the Federal Government's administrative appeals process.

Sheriff Staffing Needs

- A designation in the amount of \$5,950,000 has been reserved to address potential staffing needs in the Fresno County Jail. The County of Fresno is currently involved in the first stage of an agreed upon settlement process, from a complaint that was filed by current or former inmates of the County jail concerning various conditions at the County jail. The first stage of the settlement process involves inspections made by jointly-retained experts concerning various aspects of the County jail operations, including staffing and the potential need for an increase in staffing levels.

Budget Mitigation

- A designation in the amount of \$7,854,500 has been reserved for County budget mitigation. This represents the amount of funding available for the Board in making adjustments in budget hearings, to mitigate potential impacts in the FY 2014-15 State Budget or during the fiscal year.

FY 2013-14 Designations

- The FY 2013-14 Adopted Budget included two designations totaling \$16,640,800.
 - A designation in the amount of \$5,569,392 was reserved for the payment of the Proposition (Prop) 42 Maintenance-of-Effort (MOE) that is due to the Road Fund by June 30, 2015. On July 9, 2013, the Board authorized the use of \$3,011,040 from the Prop 42 MOE designation to be transferred to the Coalinga Disposal Site (CDS) Org 9028 to partially fund the CDS closure construction. The balance of the designation \$2,558,352 will be recommended for release to fund balance and included in the FY 2014-15 Recommended Budget.
 - A designation in the amount of \$11,071,408 was reserved for Budget Mitigation to address pending liabilities that could occur during FY 2013-14. On October 29, 2013, \$2,000,000 was transferred to the Capital Projects Org 1910 to fund projects to update and improve the South Annex Jail. Additionally on October 29, 2013, \$1,000,000 was transferred to the Capital Projects Org 1910 to fund modifications at the Fresno County Adult Detention Facilities. On February 4, 2014, \$706,882 was transferred to the Interest and Miscellaneous Expenditures Org 2540 for the

Contingencies, General Reserves, & Designations -- 8210

payment of Property Tax Administrative Fee (PTAF) refunds. Budget mitigation funds in the amount of \$422,430 will be requested prior to budget hearings to fund expenses that were part of the Fresno County Regional Forensic Center, but are not eligible to use Tobacco Securitization Bond Funds (Tobacco Funds). Since expenses have already been incurred, to remain in compliance, net County cost funding is required to off-set the expenses.

- The remaining \$6,942,096 in the FY 2013-14 Budget mitigation designation will be included in the FY 2014-15 Recommended Budget as fund balance.

Countywide Revenues -- 0415

Discretionary Revenues BUDGET 0415 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
<u>Revenues</u>					
Taxes	\$ 219,071,216	\$ 208,011,740	\$ 227,114,958	\$ 19,103,218	9%
Licenses, Permits & Franchises	4,252,662	4,336,355	4,336,355	-	0%
Fines, Forfeitures & Penalties	33,289	27,618	13,000	(14,618)	-53%
Rev From Use of Money & Prop	12,349,722	3,100,000	2,172,450	(927,550)	-30%
Intergovernment Revenues - St	39,553,770	38,127,453	40,340,671	2,213,218	6%
Intergovernment Rev-Federal	2,457,670	1,900,000	-	(1,900,000)	-100%
Charges For Services	805,598	577,255	579,478	2,223	0%
Miscellaneous Revenues	102,094	10,000	10,000	-	0%
Total Revenues	\$ 278,626,021	\$ 256,090,421	\$ 274,566,912	\$ 18,476,491	7%
<u>Net County Cost</u>	\$ (278,626,021)	\$ (256,090,421)	\$ (274,566,912)	\$ (18,476,491)	7%

	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)
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Position Summary

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** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

COUNTYWIDE REVENUES – 0415

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 in this Org are State Health and Welfare Realignment revenues, which are derived from Vehicle License Fees (VLF) 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 2014-15 Countywide Revenues, which support General Fund costs, are recommended at (\$274,566,912) and represent a 7% (\$18,476,491) increase over the FY 2013-14 Adopted Budget. This increase is primarily due to an increase in Taxes (\$19,103,218), an increase in Intergovernment Revenues-State (\$2,213,218), a decrease in revenue from Use of Money and Property (\$927,550) and a decrease in Intergovernment Revenues-Federal (\$1,900,000).

SUMMARY OF REVENUES

- Taxes (\$227,114,958), receipt of tax revenues are estimated at a 9% (\$19,103,218) increase over the FY 2013-14 Adopted Budget. Sales and Use Taxes are projected to increase 13% (\$1,976,537) over current year based on the improving economic activity in the County and Property Tax revenues are projected to increase 5% (\$9,213,363) based on actual FY 2013-14 assessed values growth and continued improvement of housing market. In addition, Teeter program revenues are projected at an additional \$7,800,000 due to collection of significant delinquencies incurred during the recession period. In Lieu of Sales and Use Tax is projected to increase 2% (\$113,318) based on the improving economic activity in the County.
- Licenses, Permits, and Franchises (\$4,336,355) revenue is projected at the same level as current year for Development Service and Franchise fees.
- Fines, Forfeitures & Penalties (\$13,000) represent a 53% decrease from current year due to the anticipated decrease in collections of Criminal Fines and County Penalties.
- Revenue from Use of Money and Property (\$2,172,450) represents a 30% (\$927,550) decrease from the current year due to a reduction in Interest Earnings as projected by the Auditor-Controller/Treasurer-Tax Collector and projected decrease of the TRAN premium.
- Intergovernment Revenues-State (\$40,340,671) represent a 6% (\$2,213,218) increase over current year. Key revenues in this category include:
 - State Health and Welfare Realignment (\$36,485,782) revenues are derived from VLF and are recommended at a 6.5% (\$2,220,780) increase over current year as estimated by the State Department of Finance based on the FY 2012-13 receipts. As required by statute, the revenues are deposited into the County's General Fund, but must be used to finance match requirements for the receipt of the State Health and Welfare Realignment sales tax revenue.
 - Tobacco Settlement Funds (\$2,806,411) is projected at the same level as FY 2013-14 Adopted Budget of Tobacco Settlement funds.

Countywide Revenues -- 0415

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Taxes			
3005 - RDX ABX1 26 Property Tax	500,000	500,000	500,000
3006 - Redev Tax Incre Reimb	5,362,665	5,338,285	5,359,639
3007 - Suppl-Prior Unsecured	5,000	5,000	5,000
3008 - Suppl-Prior Secured	0	50,779	0
3009 - Suppl-Current Unsecured	5,000	5,000	5,000
3010 - Property Taxes-Current Secured	74,265,791	79,000,000	79,316,000
3011 - Suppl-Current Secured	900,000	900,000	900,000
3013 - Supplemental-Curr Unsec Prior	5,000	1,465	5,000
3015 - Property Taxes-Current Unsecured	4,000,000	3,900,000	3,900,000
3017 - Property Taxes-Curr Unsec Prior	100,000	174,338	174,338
3021 - Teetered Program Taxes	0	6,856,508	6,800,000
3025 - Property Taxes-Prior Unsecured	66,000	66,000	66,000
3030 - Penalties & Costs-Delinq Taxes	600,000	600,000	600,000
3031 - Teeter Program Revenues	4,000,000	5,649,686	5,000,000
3033 - Redemption Fees	90,000	90,000	90,000
3040 - Penalties-Current Suppl	2,000,000	2,000,000	2,000,000
3036 - Deed Fees	3,000	6,965	3,000
3045 - Bradley-Burns 1% Sales/Use Tax	15,193,463	17,000,000	17,170,000
3047 - Timber Yield Taxes	5,000	12,386	5,000
3060 - In Lieu of Sales & Use Tax Rev	5,732,073	5,787,515	5,845,391
3061 - Property Tax In-Lieu of VLF	92,945,350	96,756,144	97,143,169
3065 - Airplane Taxes	300,000	300,000	300,000
3075 - Property Transfer Taxes	1,922,421	1,922,421	1,922,421
3085 - Racehorse Taxes	10,977	5,000	5,000
Total	\$ 208,011,740	\$ 226,927,492	\$ 227,114,958
Acct # - Licenses, Permits, & Franchises			
3171 - Development Service Fees	145,000	145,000	145,000
3183 - Franchises	4,191,355	4,191,355	4,191,355
Total	\$ 4,336,355	\$ 4,336,355	\$ 4,336,355
Acct # - Fines, Forfeitures, & Penalties			
3301 - Criminal Fines	17,106	48,292	10,000
3314 - County Penalty Pc 1464 30%	10,512	21,636	3,000
Total	\$ 27,618	\$ 69,928	\$ 13,000
Acct # - Revenue from the Use of Money			
3380 - Interest	3,000,000	2,100,000	2,121,000
3404 - Other Rental of Bldgs & Land	100,000	185,134	51,450
Total	\$ 3,100,000	\$ 2,285,134	\$ 2,172,450
Acct # - Intergovernment Revenues – State			
3465 - State-Motor Vehicle in-Lieu Tax	0	341,450	0
3509 - Healthcare Veh Lic Fee Revenue	34,265,002	37,969,371	36,485,782
3513 - Tobacco Settlement	2,806,411	2,806,411	2,806,411
3565 - State-I/L Homeowners Prop Tax	1,056,040	1,048,478	1,048,478
Total	\$ 38,127,453	\$ 42,165,710	\$ 40,340,671
Acct # - Intergovernment Revenues – Federal			
4370 - Federal In-Lieu Taxes	1,900,000	1,900,000	0
Total	\$ 1,900,000	\$ 1,900,000	\$ 0
Acct # - Charges for Services			
4921 - Recovery of Co Wide Cost Alloc	178,141	1,378,808	178,141
4923 - Gen Co. Overhead Realignment	176,852	373,588	176,852
4980 - Recording Fees	222,262	222,262	224,485
Total	\$ 577,255	\$ 1,974,658	\$ 579,478
Acct # - Miscellaneous Revenues			
5800 - Other Miscellaneous	10,000	63,474	10,000

Countywide Revenues -- 0415

Total	\$ 10,000	\$ 63,474	\$ 10,000
Total Revenues	\$ 256,090,421	\$ 279,722,751	\$ 274,566,912

Personnel Services -- 1010

Personnel Services BUDGET 1010 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 2,134,151	\$ 2,497,901	\$ 2,751,152	\$ 253,251	10%
Services and Supplies	615,069	745,157	881,770	136,613	18%
Total Appropriations	\$ 2,749,220	\$ 3,243,058	\$ 3,632,922	\$ 389,864	12%
<u>Revenues</u>					
Charges For Services	\$ 708,073	\$ 687,990	\$ 943,927	\$ 255,937	37%
Miscellaneous Revenues	1,188	-	-	-	0%
Intrafund Revenue	1,054,326	1,052,363	988,961	(63,402)	-6%
Total Revenues	\$ 1,763,587	\$ 1,740,353	\$ 1,932,888	\$ 192,535	11%
<u>Net County Cost</u>	\$ 985,633	\$ 1,502,705	\$ 1,700,034	\$ 197,329	13%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	23	26	27	1	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PERSONNEL SERVICES – 1010

FUNCTION

The Department of Personnel Services provides Countywide centralized management and administrative oversight for activities associated with personnel, labor relations, employee benefits, loss prevention training, and risk management services. Pursuant to Fresno County Ordinance Code Chapter 2.12 and Administrative Policy Number 54, these Countywide personnel services are provided from a centralized perspective to ensure uniformity and consistency of services delivered and to maximize economies of scale. Individual departments, however, are responsible for personnel actions related to employee selection, development, retention, and separation, in consultation with and/or collaboration with Personnel Services.

The overall operations of Personnel Services are managed by the Director of Personnel Services. Organizationally, Personnel Services is divided into five divisions: Administration, Employment Services, Labor Relations, Employee Benefits, and Risk Management. However, Employee Benefits and Risk Management are accounted for in the Risk Management budget (Org 8925).

Personnel Administration is responsible for the administrative and business functions, budgeting, finance, strategic planning, research and development, and legislative analysis. The Employment Services division is responsible for recruitment and examination activities, workforce reduction processes, administration of the classification and compensation program and retention analysis, as well as for 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, and unfair labor practice charges.

OVERVIEW

The FY 2014-15 Recommended Budget of \$3,632,922 reflects a 12% (\$389,864) increase in appropriations over the FY 2013-14 Adopted Budget. The increase is due to the recommended addition of one Personnel Analyst position, salary increases, retirement rates and other employee benefits. The FY 2014-15 recommended revenues of \$1,932,888 reflect an 11% (\$192,535) increase over the FY 2013-14 Adopted Budget, primarily as a result of the projected increase to labor revenue that would result from the recommended additional position as well as a projected increase for services to be provided to departments with third party funding. A 1% (\$15,592) salary savings has been applied to Regular Salaries and \$11,223 in related benefit savings for Retirement, OASDI and Health Insurance are also reflected in the recommended budget. Staffing is recommended at 27 positions, which is an increase of 1 position over the FY 2013-14 Adopted Budget.

GOAL SETTING

FY 2014-15

Goal: During FY 2014-15, Personnel Services will continue to analyze processes in order to create efficiencies that will improve service to user departments, particularly in the areas of recruitment, protected leave, and Job Change Information (JCI) processing. The FY 2014-15 Recommended Budgets for Personnel Services Org 1010 and Risk Management Org 8925 include the addition of three positions, if approved, the department will begin to restore the Staff Development and Training function, the Classification and Compensation program and “Return-to-Work” program.

Staff Development and Training function: In FY 2013-14, one position was added to develop the curriculum for a new supervisory training program that will focus on the development of soft skills (e.g., communication, employee motivation, etc.) as well as knowledge specific to Fresno County. The

Personnel Services -- 1010

curriculum is in the process of being developed and staff anticipates that the first supervisory training session will occur in the spring of 2014 and quarterly thereafter in FY 2014-15. If one of the positions is added in the Risk Management budget (Org 8925) the department will provide additional breakout trainings for County employees (at the supervisory and line staff levels) that will focus on development of key soft skills that are identified as problematic based on information gathered by Personnel Services from grievances and discussions with departments and/or employees. In addition to enhancing and expanding existing Countywide training, the new training position will also focus on building back the Staff Development program.

Classification & Compensation Program: Until FY 2013-14, the Classification and Compensation program was suspended due to a reduction in staff. In the FY 2013-14 Adopted Budget, one position was added, but primarily focused on classification studies and job specification revisions for departments with third party funding. If the position recommended for addition in the budget Org 1010 is approved, Personnel Services will be able to perform additional classification and compensation studies, and job specification updates/revisions for NCC funded departments. There is a critical need to provide these services as they are a function mandated by the State and by Fresno County Personnel Rules.

Return-to-Work Program: One position is being requested to enhance the County's Workers' Compensation "Return-to-Work" program. During FY 2013-14, research was done on the success of aggressive Return-to-Work programs throughout the State. Findings indicate that large savings occur when an injured employee can be accommodated in a temporary assignment. Currently, light duty assignments are left to the departments and if no accommodation can be made, the employee usually remains off work until he/she can return to full duty. The proposed expansion to the program will work to identify and create temporary assignments in other County departments that can accommodate the injured employee. Coordination with the departments and the Employment Services division will be labor intensive and will require one additional analyst to work specifically on the program.

Other areas: Personnel Services aims to improve functions of the Employee Benefits division which include improvement of the protected leave process, creation of more effective and efficient online access, improvement of County departments' understanding of the interactive responsibilities, and the return to duty requirements. In addition, Personnel Services will work to improve and expand the Wellness program offered through Employee Benefits.

Performance Metric: The Staff Development and Training goals will be measured by the number of trainings provided and the number of employees trained. It is anticipated that proper supervisory training will also reduce the number of grievances.

The Classification and Compensation program goals will be measured by the number of studies performed and the number of job specifications revised.

The Return-to-Work program goals will be measured by the number of employees who can be placed in light duty assignments and the associated reduction in indemnity costs.

The Leave improvement project will be measured by the completion of changes and enhancements to the website, additional online trainings performed, and surveys of departmental satisfaction with the changes.

The Wellness program expansion will be measured by the number of participating employees and satisfaction/participation surveys completed by employees. Ideally, there should be a related medical benefit, but this may be difficult to measure initially.

Fiscal Goal

FY 2013-14

Goal: Org 1010 - Personnel will continue to work diligently to control expenditures and maximize revenue during FY 2013-14 to ensure meeting its allocated net County cost (NCC) for the year. Personnel Services is able to charge for some labor provided only to departments with third party funding, such as the Department of Social Services, Child Support Services, Behavioral Health, etc.

Personnel Services -- 1010

General fund departments supported primarily by NCC, such as the Sheriff and Probation, cannot be charged for these services. Because the Board of Supervisors has designated justice as the top priority, revenue streams cannot always be controlled or maximized by Personnel when a significant amount of staff time must be dedicated to the justice departments, as was the case in FY 2011-12 and FY 2012-13 triggered by Assembly Bill 109.

Org 8925 - Risk Management will focus on continuing its efforts to reduce the costs of all its self-insured programs, including Workers' Compensation and general liability by expanding preventive activities that assist in reducing exposure to the County and related incidence of claims. During FY 2013-14, Risk Management will work to accomplish this by increasing the number and type of training sessions available to County departments, as well as by re-establishing training programs for supervisors and managers, and by working with departments to ensure consistent practices throughout the County. This will be achieved with the addition of a Personnel Analyst position in budget Org 8925, which will be responsible for coordinating and expanding the training program, thereby reducing the exposure to future claims in the areas of workers' compensation, general liability, and employee grievances. As further explained in the narrative of budget Org 8925 (Risk Management), the Personnel Analyst position recommended for addition will also be tasked with researching the feasibility of, and creating an implementation plan for, an aggressive workers' compensation "Return-to-Work" program. Implementation of the program could result in material cost savings in the workers' compensation program.

Outcomes/Results: Org 1010 - Personnel Services has been successful at controlling expenditures and maximizing revenue during FY 2013-14. It is estimated that actual revenues will exceed projections by approximately \$25,000 which will offset the estimated costs of annual leave payouts for employees retiring in FY 2013-14.

Org 8925 - With the addition of one Personnel Analyst position during FY 2013-14, Risk Management was able to research the feasibility of an aggressive workers' compensation "Return-to-Work" program, and was able to create a plan to expand the Loss Prevention Training program. This goal has been achieved, and Risk Management is now ready to implement the "Return-to-Work" program and expand the Training program to include Basics of Supervision in FY 2014-15.

Operational Goal

FY 2013-14

Goal: During FY 2013-14, Personnel Services will continue to work on updating and modifying Personnel Rules and the Salary Resolution (as well as corresponding Administrative Policies and Management Directives). As previously explained, accomplishment of this goal will take place over the long run (extending beyond a year), due to the complex nature of the process, which involves various moving targets and requires negotiation with labor groups.

Outcomes/Results: This goal has been met. Two phases of the Salary Resolution Update have been completed. In addition, six Management Directives related to Risk Management were updated and/or added as needed. These include 1010 - Vehicle Accidents, 1610 - Injury and Illness Protection Program, 1630 - Department Safety Programs, 1660 - Ergonomics, 1050 - County Property Losses, and 1030 - Reports of On-the-Job Injury or Death of County Employee. During FY 2013-14, the Equal Employer Opportunity (EEO) policy was updated and the related Harassment Administrative Policy was modified.

Departmental Goal

FY 2013-14

Goal: Development of a five-year strategic plan with short and long-term strategic goals (including succession planning), update the department's mission and vision statements, and review and update all Personnel procedure manuals.

Outcomes/Results: This goal is a work in progress and will continue in the next fiscal year. Internal policies and procedures were developed that not only improved the operations of the Personnel Department, but also enhanced efficiencies in each division. This has resulted in better service to user County departments.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The FY 2014-15 Recommended Budget includes the addition of one Personnel Analyst I position that will be utilized primarily for classification studies. A portion of the cost for this position will be recovered through labor charges to County departments with third party funding for which classification studies are performed.

Salaries and Benefits

- Salaries and Benefits are recommended at \$2,751,152 and reflect a 10% (\$253,251) increase over the FY 2013-14 Adopted Budget primarily due to the addition of one position and increases to salaries, retirement rates and other benefits.

Recommended funding includes:

- Staffing at 27 positions, an increase of 1 position over the current year.
- A projected 1% (\$15,592) salary savings from attrition throughout the year with related savings in benefits of \$11,223.
- Account 6100 Regular Salaries recommended at \$1,550,043 reflect a 9% (\$127,377) increase over the FY 2013-14 Adopted Budget, primarily due to the addition of one position and adjustments to other salaries, including the addition of the 9th step for applicable classifications.
- Account 6400 Retirement Contribution recommended at \$909,880 reflects a 15% (\$118,668) increase over the FY 2013-14 Adopted Budget, based on an increase to retirement rates, increased salaries and the addition of one position.

Services and Supplies

- Services and Supplies recommended at \$881,770 reflect an 18% (\$136,613) increase over the FY 2013-14 Adopted Budget. This increase is primarily due to variances from current year in the accounts indicated below.

Recommended funding includes:

- Account 7101 General Liability recommended at \$35,320 reflects a 1580% (\$33,217) increase over the FY 2013-14 Adopted Budget based on the FY 2014-15 Risk Management Rates. This increase is mainly attributable to one open, on-going claim.
- Account 7295 Professional and Specialized Services recommended at \$437,100 reflect a 5% (\$19,725) increase over the FY 2013-14 Adopted Budget, primarily associated with the Labor Relations division including State-mandated fact finding services, arbitrator fees, etc.
- Account 7340 Operating Leases-Buildings recommended at \$44,292 reflects a 343% (\$34,292) increase over the FY 2013-14 Adopted Budget for projected rental fees for use of the ballroom for recruitment testing. This increase is primarily driven by a material increase in the rental fee charged by Facilities Services for use of the ballroom by County departments.
- \$120,000 in appropriations, budgeted in multiple accounts, for the Civil Service Commission, a \$200 decrease from the FY 2013-14 Adopted Budget for services associated with the appeal process of Countywide discipline and other civil service issues.

- \$431,219 in appropriations budgeted in multiple accounts (49% of recommended Services and Supplies) for projected pass-through or reimbursable costs, a 7% (\$26,719) increase over the FY 2013-14 Adopted Budget, for which equal revenue has been included in the recommended budget, resulting in no net County cost. Reimbursable costs include recruitment advertising, written examinations, pre-employment medical and psychological exams and a portion of costs related to the Civil Service Commission.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,932,888 and reflect an 11% (\$192,535) increase over the FY 2013-14 Adopted Budget. The projected increase is due in part to labor revenue which is estimated to increase based on additional billable hours for services provided by the recommended Personnel Analyst position to County departments with third party funding. A slight increase to labor revenue is also projected from an estimated increase in the FY 2014-15 Personnel Master Schedule of Fee rates, which are expected to increase based on increases to retirement rates.
- Charges for Services are recommended at \$943,927 and reflect a 37% (\$255,937) increase over the FY 2013-14 Adopted Budget. This amount represents estimated charges based on the projected level of services that will be provided by Personnel staff in FY 2014-15 to non-General Fund departments (ISF's and Enterprise) and external entities. Revenue from charge backs to these County departments for reimbursable costs is also a component of this revenue category.
- Intrafund Revenue is recommended at \$988,961 and reflects a 6% (\$63,402) decrease from the FY 2013-14 Adopted Budget. This amount represents estimated charges based on the projected level of services that will be provided in FY 2014-15 to General Fund departments with third party revenue (federal, state, grants, etc.) from which reimbursement for professional services provided by Personnel staff can be recovered. Revenue from charge backs to General Fund departments for reimbursable costs is also a component of this revenue category.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Charges for Services			
5040 – Other Cty Dpts Services	687,990	817,841	943,927
Total	\$ 687,990	\$ 817,841	\$ 943,927
Acct # - Intrafund			
5990 – Intrafund Revenue	1,052,363	856,860	988,961
Total	\$ 1,052,363	\$ 856,860	\$ 988,961
Total Revenues	\$ 1,740,353	\$ 1,674,701	\$ 1,932,888

Personnel Services -- 1010

PERSONNEL SERVICES - 1010

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2235	Personnel Technician III - Conf.	1416	1	1	\$ 47,293
2236	Personnel Technician II - Conf.	1266	2	2	82,919
2237	Personnel Technician I - Conf.	1146	3	3	105,285
2249	Personnel Analyst III	2048	3	3	199,404
2251	Senior Personnel Analyst	F	5	5	363,598
2252	Personnel Analyst II	1774	1	1	56,986
2253	Personnel Analyst I	1597	2	3	131,566
2277	Personnel Services Manager	E	2	2	174,139
2334	Personnel Services Business Manager	E	1	1	84,251
3126	Office Assistant I - Conf.	851	2	2	49,300
3134	Supervising Personnel Technician - Conf.	1564	1	1	51,525
3166	Administrative Secretary - Conf.	1438	1	1	39,062
3261	Account Clerk III - Conf.	1124	1	1	37,532
8063	Director of Personnel Services	B	1	1	136,294
Subtotal			26	27	\$ 1,559,154
Cell Phone Stipend					301
Auto Allowance					6,180
Less Salary Savings (1%)					(15,592)
TOTAL REGULAR SALARIES					\$ 1,550,043

RECOMMENDED POSITION TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
2253	Personnel Analyst I	1597	1	\$ 68,557
	Cost of Adding Position		1	\$ 68,557

Risk Management -- 8925

Risk Management BUDGET 8925 Internal Service Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 2,275,781	\$ 2,497,258	\$ 3,031,869	\$ 534,611	21%
Services and Supplies	90,537,688	95,358,309	99,900,154	4,541,845	5%
Total Appropriations	\$ 92,813,469	\$ 97,855,567	\$ 102,932,023	\$ 5,076,456	5%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 930,069	\$ 851,444	\$ 896,831	\$ 45,387	5%
Charges For Services	91,535,106	96,296,020	99,947,185	3,651,165	4%
Miscellaneous Revenues	34,667	77,000	77,000	-	0%
Other Financing Sources	489,375	489,375	489,375	-	0%
Total Revenues	\$ 92,989,217	\$ 97,713,839	\$ 101,410,391	\$ 3,696,552	4%
<u>Revenues(Over)/Under Expenses</u>	\$ (175,747)	\$ 141,728	\$ 1,521,632	\$ 1,379,904	974%
(Use of) Restoration of Cash Reserves	-	-	-	-	0%
from Loan Repayment	489,375	489,375	489,375	-	0%
Increase to / (Use of) Net Assets	(313,628)	(631,103)	(2,011,007)	(1,379,904)	219%
<u>Budgetary Balance</u>	\$ -	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	27	29	31	2	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

RISK MANAGEMENT – 8925

FUNCTION

The Risk Management Internal Service Fund (ISF) funds the County's Risk Management and Employee Benefits programs. Administratively, these programs are managed through the Personnel Services Department. 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 funded by charges assessed 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 insurance programs (Workers' Compensation, General Liability, Medical Malpractice, Unemployment, and Property/Vehicle Damage/Vehicle Replacement), directs the County's safety program, recovers damages due the County from third parties, provides risk management advice to County departments, provides loss prevention management and training, and controls mandated programs affecting employee safety. The Employee Benefits division provides and administers comprehensive benefits for eligible employees and their dependents including group life insurance, disability insurance, flex spending accounts, deferred compensation, other ancillary/voluntary benefit programs, as well as group health insurance for eligible employees, their dependents and retirees. Employee Benefits also coordinates the management of personnel records and the approval and processing of all personnel, compensation, and benefit eligibility functions in the Peoplesoft Human Resource Management System (HRMS).

OVERVIEW

The FY 2014-15 Recommended Budget of \$102,932,023 reflects a 5% (\$5,076,456) increase in appropriations over the FY 2013-14 Adopted Budget due primarily to an increase in projected payments of health insurance premiums for Countywide active employees and their dependents (pass-through expenses). Revenues are recommended at \$101,410,391, a 4% increase (\$3,696,552) over the FY 2013-14 Adopted Budget primarily related to health premium revenue paid by County employees and departments. In addition, the FY 2014-15 Recommended Budget includes use of retained earnings in the amount of \$2,011,007 to reduce or offset FY 2014-15 Risk Management rates charged to County departments in various Risk Management programs. This budget also includes projected revenue from the third (and final) annual repayment of a three-year loan made to Public Works & Planning (Resources) that will restore cash reserves in the Risk Fund in the amount of \$489,375. Staffing is recommended at 31 positions, which is an increase of 2 positions over current staffing levels. No salary savings was budgeted based on a history of low turnover.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The recommended budget includes the addition of two Personnel Analyst positions. One of the positions will be responsible for administering a new Workers' Compensation "Return-to-Work" program, which is anticipated to result in material cost savings in the Workers' Compensation program. The second position will be responsible for assisting in expanding the training program to additional County departments with the goal of reducing grievances as well as the County's exposure to claims in the areas of workers' compensation and general liability.

Salaries and Benefits

- Salaries and Benefits recommended at \$3,031,869 reflect a 21% (\$534,611) increase over the FY 2013-14 Adopted Budget. The increase is due to several factors including the recommended addition of two Personnel Analyst positions, and increases to retirement rates and other employee

benefits.

Recommended funding includes:

- Staffing at 31 positions, which includes the addition of 2 Personnel Analyst positions as explained in the Significant Program Changes section.
- Account 6100 Regular Salaries recommended at \$1,675,708 reflect a 18% (\$253,908) increase over the FY 2013-14 Adopted Budget primarily due to the recommended addition of two Personnel Analyst positions, the salary of a Principal Analyst position added during FY 2013-14 and compaction salary adjustments approved by the Board in January 2014.
- Account 6400 Retirement Contribution recommended at \$998,972 reflects a 27% (\$211,668) increase over the FY 2013-14 Adopted Budget due to increased retirement rates and the recommended additional positions.
- Account 6200 Extra-Help recommended at \$20,963 reflects a 100% (\$20,963) increase over the FY 2013-14 Adopted Budget, needed to backfill a position currently on long-term medical leave.
- Account 6500 OASDI recommended at \$129,795 reflects a 19% (\$21,027) increase over the FY 2013-14 Adopted Budget, primarily related to the recommended additional positions.
- Account 6600 Health Insurance Contribution recommended at \$184,478 reflects a 19% (\$29,514) increase over the FY 2013-14 Adopted Budget, driven by a decrease in the number of employees that have opted out of County health coverage and by the recommended addition of two positions.

Services and Supplies

- Services and Supplies recommended at \$99,900,154 represent a 5% (\$4,541,845) increase over the FY 2013-14 Adopted Budget, primarily due to an increase in projected payments to health plans for active employees and their dependents (pass-through expense).

Recommended funding includes:

- Health Insurance Premium appropriations of \$74,825,343 reflect a 4% (\$3,176,524) increase over the current year, for Countywide health premium payments for active and retired employees. This estimate is based on current year enrollment at 2014 health plan premium rates provided by the San Joaquin Valley Insurance Authority (SJVIA), plus a conservative contingency for enrollment growth. The total appropriations include both the employer and employee portion of health premiums, as the full premium amount must be accounted for within the Risk Management fund.
- Projected Unemployment Insurance program costs of \$1,142,297 reflect a decrease of 27% (\$415,221) from current year adopted budget. This projected decrease in costs is based on current year trends of reduced Unemployment Insurance claims filed by former County employees.
- Workers' Compensation program costs of \$13,308,640 reflect an increase of 10% (\$1,193,544) over the current year adopted budget, based on actuarial projections that include \$1,555,000 towards the ten year deficit recovery period per County funding policy.
- Projected Excess Insurance premiums to the California State Association of Counties-Excess Insurance Authority of \$4,003,958, an increase of 25% (\$811,772) over the current year adopted budget. This increase is primarily a result of a large General Liability case involving the Department of Social Services.
- \$221,588 for Countywide Cost allocation charges calculated by the Auditor-Controller/Treasurer-Tax Collector reflects an increase of 100% (\$110,577) over the current year adopted budget.

SUMMARY OF REVENUES

- Total revenues are recommended at \$101,410,391, an increase of 4% (\$3,696,552) over the current year adopted budget primarily due to a projected increase in health premium pass-through revenue for health coverage of active employees, retirees, and their dependents.
- Interest Revenue is projected at \$896,831, a 5% (\$45,387) increase over the FY 2013-14 Adopted Budget based on actual trends of increasing average daily cash balance and includes interest from the loan made to Public Works & Planning (Resources) in April 2012.
- Unemployment Insurance Premium revenue is projected at \$498,406, a 47% (\$440,570) decrease from the FY 2013-14 Adopted Budget. Due to a recent reduction in the number of claims filed and related claim costs, the required aggregate rate (premium) to fund the program has decreased substantially from current year.
- Workers' Compensation Premium revenue is recommended at \$18,240,000, a 9% (\$1,440,000) increase over the FY 2013-14 Adopted. This is the amount recommended by the actuary in accordance with County policy, to recover deficits over a ten year period and to fund the program at a 70% confidence level. The recommended amount includes \$1,555,000 toward recovery of the program deficit by June 30, 2022.
- Health Administration Fee revenue is recommended at \$179,209, an 83% (\$855,050) decrease from the FY 2013-14 Adopted Budget. This decrease is a result of available retained earnings in the now closed Prescription Medical program that have been applied to reduce Health Administration fees for active County employees over a three year period.
- Revenue from an operating transfer in from the general fund in the amount of \$489,375 is also recommended. This is the third (of three) annual repayment installments on a loan made to Public Works & Planning (Resources) for the Blue Hills Disposal Facility post-closure financial assurance instrument required by the State of California. These proceeds will restore cash reserves (in the amount of \$489,375) that were reduced in the Risk fund when the loan for \$1,468,124 was issued to Public Works and Planning in April 2012. Interest paid on the loan is budgeted in the Interest Revenue account 3380.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3380 – Interest	851,444	860,000	896,831
Total	\$ 851,444	\$ 860,000	\$ 896,831
Acct # - Charges for Services			
5139 – Special Districts Health Premiums	165,088	134,243	146,305
5170 – Active Employee Health Premiums	59,726,860	56,599,393	62,868,379
5185 – Retiree Health Premiums	9,632,909	8,871,216	9,758,496
5183 – COBRA/LOA Health Premiums	1,943,362	1,767,005	1,871,563
5184 – FMLA Health Premiums	180,600	128,841	180,600
5035 – Actives Health Adm Fees	829,780	468,323	36,321
5140 – Retirees Health Admin Fees	204,479	175,695	142,888
5101 – Workers' Compensation Premiums	16,800,000	16,800,000	18,240,000
5103 – Unemployment Premiums	938,976	938,976	498,406
5104 – General Liability Premiums	4,039,000	4,039,000	4,309,000
5106 – Property Insurance Premiums	840,244	840,244	876,341
5110 – Vehicle Damage Premiums	127,884	127,884	114,456
5128 – Other Benefits Admin Rate	866,838	866,838	820,157
5040 – Other County Departments	0	84,273	84,273
Total	\$ 96,296,020	\$ 91,841,931	\$ 99,947,185
Acct # - Miscellaneous Revenues			

Risk Management -- 8925

5800 – Other Miscellaneous	27,000	52,288	27,000
5889 – ADRP Reimbursement	50,000	112,057	50,000
Total	\$ 77,000	\$ 164,345	\$ 77,000
Acct # - Other Financing Sources			
5950 – Operating Transfers In from General Fund	489,375	489,375	489,375
Total	\$ 489,375	\$ 489,375	\$ 489,375
Total Revenues	\$ 97,713,839	\$ 93,355,651	\$ 101,410,391

RISK MANAGEMENT - 8925**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2235	Personnel Technician III - Conf.	1416	5	5	\$ 225,068
2236	Personnel Technician II - Conf.	1266	1	1	35,625
2237	Personnel Technician I - Conf.	1146	2	2	63,470
2249	Personnel Analyst III	2048	5	5	338,619
2250	Principal Personnel Analyst	E	1	1	80,205
2251	Senior Personnel Analyst	F	3	4	288,804
2252	Personnel Analyst II	1774	4	5	258,200
2253	Personnel Analyst I	1597	1	1	48,585
2277	Personnel Services Manager	E	2	2	174,139
3081	Office Assistant III - Conf.	1067	1	1	35,600
3111	Office Assistant II - Conf.	956	2	2	52,167
3126	Office Assistant I - Conf.	851	1	1	24,650
3213	Accountant II - Conf.	1743	1	1	50,576
Subtotal			29	31	\$ 1,675,708
TOTAL REGULAR SALARIES					\$ 1,675,708

RECOMMENDED POSITIONS TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
2252	Personnel Analyst II	1774	1	\$ 83,091
2251	Senior Personnel Analyst	F	1	127,812
Cost of Adding Positions			2	\$ 210,903

Auditor-Controller/Treasurer-Tax Collector -- 0410

**Aud-Cont/Treas-Tax Collector
BUDGET 0410
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 7,649,821	\$ 8,758,931	\$ 9,616,438	\$ 857,507	10%
Services and Supplies	2,237,442	2,744,035	3,045,141	301,106	11%
Total Appropriations	\$ 9,887,263	\$ 11,502,966	\$ 12,661,579	\$ 1,158,613	10%
<u>Revenues</u>					
Taxes	\$ 8,511	\$ -	\$ -	\$ -	0%
Licenses, Permits & Franchises	9,253	6,930	1,200	(5,730)	-83%
Fines, Forfeitures & Penalties	-	1,258,984	751,932	(507,052)	-40%
Rev From Use of Money & Prop	424	2,400	13,000	10,600	442%
Intergovernment Revenues - St	17,517	24,275	30,188	5,913	24%
Intergovernment Rev-Federal	127,014	151,404		(151,404)	-100%
Charges For Services	4,627,630	4,018,061	5,209,868	1,191,807	30%
Miscellaneous Revenues	234,040	765,671	631,274	(134,397)	-18%
Intrafund Revenue	923,168	973,908	954,547	(19,361)	-2%
Total Revenues	\$ 5,947,557	\$ 7,201,633	\$ 7,592,009	\$ 390,376	5%
<u>Net County Cost</u>	\$ 3,939,706	\$ 4,301,333	\$ 5,069,570	\$ 768,237	18%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	99	107	111	4	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

AUDITOR-CONTROLLER/TREASURER-TAX COLLECTOR – 0410

FUNCTION

Auditor-Controller/Treasurer-Tax Collector's (ACTTC) mission is to promote public trust by providing exemplary accounting and financial services to our public, business, and governmental customers.

The ACTTC has two primary operations, separating the accounting, auditing and general ledger functions from the cash handling, collection and portfolio management functions.

There are two accounting divisions, General Accounting (GA) and Financial Reporting & Audits (FR&A). The FR&A division prepares the County's audited financial statements, State Controller financial reports, and State court fines reports. Additionally, this division performs audits of internal departments and funds, special financial analysis projects, rate review and accounting for various Joint Powers Agreements (JPAs), special funds and districts. The GA division is responsible for the centralized accounting functions including accounts payable, budget, general ledger, fixed assets, payroll, rate reviews of Master Schedule of Fees and Indirect Cost Rate Proposal (ICRPs), and State Mandate (SB 90) reviews. The GA division also includes Special Accounting (SA) whose functions include all accounting supporting the property tax apportionment process, cost accounting, and special check issuance.

There are also two divisions dedicated to collections and cash management/banking functions. The Treasurer division performs central finance operations including debt issuance, cash flow projections, banking operations, cash management, debt service and portfolio management. The Tax and Revenue Collections division provides for a centralized property tax collection and revenue billing and collections unit.

OVERVIEW

The FY 2014-15 Recommended Budget appropriations of \$12,661,579 reflect a 10% (\$1,158,613) increase over the FY 2013-14 Adopted Budget primarily due to an increase in Retirement Contribution rates and actual salary costs. Budgeted revenues of \$7,592,009 represent a 5% (\$390,376) increase over the current year primarily due to an increase in Charges for Services. Staffing is recommended at 111 positions; this includes deleting 2 vacant positions and adding 6 positions for a total increase of 4 positions over current year. Recommended salaries reflect salary savings of 2% (\$106,547) and related benefit savings of \$79,479 for retirement, OASDI and health insurance.

GOAL SETTING

FY 2014-15 Goal

Goal: Integrate PeopleSoft into Countywide operations to facilitate all facets of financial reporting and compliance by implementing the Automated Clearing House (ACH) payment process to allow the County to pay its vendors via the ACH instead of issuing checks to vendors. This will reduce the number of checks issued, risk of check fraud, transaction processing costs and will result in more timely payments to vendors.

Implement the adjustment period to improve the financial reporting process by allowing year-end adjustments to be recorded in the financial system before closing the books for the fiscal year. This will make the closing process more effective and efficient as adjustments to fiscal year-end account balances will no longer require manual entries thus eliminating entry errors.

Implement a Countywide cashiering system and a process that is fully integrated with PeopleSoft. This will create uniform cash handling procedures throughout the County, streamline the management of cash

overages and shortages, and reduce the risks associated with poor cash handling practices.

Performance Metric: Reduce the number of payments made by check to County vendors by 30% by June 30, 2015; reduce manual adjusting journal entries by 25% by June 30, 2016; and implement Countywide cashiering system in the Treasurer division by June 30, 2015 with Countywide implementation by June 30, 2016.

Fiscal Goal

FY 2013-14

Goal: To implement a Countywide electronic payment (ePayables) program to expedite payments in a cost effective manner. This program allows vendors to receive payments electronically via ACH (Automated Clearing House) versus paper checks. This process change will reduce the number of paper checks issued, processing time, and provide cost savings. This program will also generate revenues to the County in the form of rebates associated with electronic payments.

Outcomes/Results: In the initial implementation phase, 93 vendors, with an approximate \$20 million per annum, signed up for the program. Approximately 1.8% of the annual amount spent (estimated \$360,000) will be a rebate to the County of Fresno. The first payments made to County of Fresno vendors, in the amount of \$230,000 occurred during the month February 2014.

Operational Goal

FY 2013-14

Goal: Continue to increase collections on current assignments of delinquent accounts in Revenue Collections unit (RCU) from a current rate of 22% to a rate of 28% over the next three years. During the same time period, RCU will identify and request a release of accountability from the Board of Supervisors (BOS) on delinquent accounts identified as not collectable (as defined in BOS Resolution No. 11-150). Increasing collection rate will result in increased revenue to the County; while elimination of bad debt will redirect collection efforts to collectible accounts and make the database more efficient.

Outcomes/Results: The Records Collections unit (RCU) met the three year goal in the first year. The collections on current assignments increased from 22% to 32%. RCU presented the release of accountability to BOS on March 25, 2014 and was given direction to provide additional information and analysis prior to BOS approving the release of accountability. The requested information and analysis will be presented to BOS during first quarter of FY 2014-15.

Departmental Goal

FY 2013-14

Goal: In order to continue to promote the public trust by providing exemplary accounting and financial services and strengthen internal controls over cash management, the Treasurer division will implement a new contract to consolidate all e-payment services to one vendor. The division will be responsible for cross-training County staff and creating and/or updating procedures. This new process will allow streamlining of processes and ensure continuity of services year-round, with minimal delays during heavy property tax collection seasons.

Outcomes/Results: The contract with the new vendor was approved by the Board on November 12, 2013. Since then all county departments previously identified as utilizing one or both of the previous vendors have signed up. While not all of these departments have begun processing transactions through the new vendor, the goal is full transition being completed in FY 2015-16.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Add Tax Collection Supervisor position to Tax Collection unit. The position will supervise all aspects of the property tax rolls, which will create a more uniform, effective, and efficient process within the Tax Collection unit. There are offsetting revenues to partially fund the position.

Add Collection Supervisor position to Revenue Collections unit. The position will create a greater focus on collection efforts therefore, enhancing the revenues collected for the County. The associated costs for this position will be fully offset by the generated revenue activities within the unit.

Develop an Accountant Internship program with local universities to expose accounting/finance students to governmental accounting/auditing and work on special projects.

Add an Accountant position to Treasury division. The position will be responsible for the recently developed Post Issuance Compliance Policy and Procedures for Tax-Exempt Bonds and Notes. The primary responsibilities will be to implement the policy and the required monitoring and oversight of bond funded projects for compliance with the Internal Revenue Code and bond terms. The position is fully funded from treasury pool interest earnings.

Add three Accountant positions to Financial Reporting and Audits division; the positions will be responsible for performing Risk Based Audits which are based upon the internal control risk assessment. The positions will also assist with various aspects of financial reporting and financial analysis.

Salaries and Benefits

- Salaries and Benefits recommended at \$9,616,438 represent a 10% (\$857,507) increase over the current year adopted budget primarily due to the cost of four additional positions and increased cost of salaries and the County's contributions for retirement and health insurance benefit. A 2% (\$186,026) salary and related benefit savings has been budgeted.

Recommended funding includes:

- Account 6100 Regular Salaries represent a 9% (\$464,032) increase over current year primarily due to addition of four positions and salary increases.
- Account 6300 Overtime represents a 17% (\$2,402) increase over current year and is necessary to ensure timely processing of property tax collections during December 10 and April 10 property tax due dates and Comprehensive Annual Financial Report.
- Account 6350 Unemployment Insurance represents a 47% (\$7,441) decrease from current year due to lower rates provided by Risk Management based on the department's actual experience.
- Account 6400 Retirement Contribution represents a 12% (\$328,906) increase over current year due to the recommended addition of four positions, salary increases and increases in retirement rates.
- Account 6600 Health Insurance Contribution represents a 7% (\$44,218) increase over current year due to increased employee participation in the County health insurance program.

Services and Supplies

- Services and Supplies recommended at \$3,045,141 represent an 11% (\$301,106) increase over the current year.

Recommended funding includes:

- Account 7101 General Liability Insurance represents a 58% (\$4,515) increase over current year primarily due to higher rates provided by Risk Management that factors in the department's

actual experience.

- Account 7250 Memberships represent an 83% (\$52,709) decrease from current year primarily due to elimination of the County's MAA & TCM membership with Marin County.
- Account 7288 Data Processing Direct represent a 30% (\$113,153) increase over current year primarily due to increases in vendor costs for providing services for Remittance Processing System (Wausau), Collections System (CUBS), Bloomberg Investment Software, Sympro Fixed Income Asset Management system, and Mainframe maintenance (HP).
- Account 7296 Data Processing Services represent a 43% (\$176,576) increase over current year primarily due to higher rates provided by Internal Services Department that factors in departmental utilization as well as rate increases.
- Account 7345 Facility Maintenance and Operation represent an 11% (\$26,727) increase over current year primarily due to higher rates provided by Internal Services Department that factors in departmental utilization as well as rate increases.
- Account 7415 Trans, Travel & Education represents a 61% (\$10,930) increase over current year primarily due to the need for providing continued education and training to staff to ensure staff meet Generally Accepted Governmental Auditing Standards and implement Governmental Accounting Standard Board pronouncements.

SUMMARY OF REVENUES

- Revenues are recommended at \$7,592,009 and reflect a 5% (\$390,376) increase from the current year primarily due to increases in Charges for Services.

Recommended funding in comparison to the FY 2013-14 Adopted Budget includes:

- Licenses, Permits and Franchises reflect an 83% (\$5,730) decrease from current year due to transferring Firearm and Secondhand Dealer business licenses to the Sheriff's office in FY 2013-14.
- Fines, Forfeitures and Penalties reflect a 40% decrease (\$507,052) from current year related to Court Ordered Debt (COD) program. The current year budget assumed a higher number of delinquent COD accounts. Actual trends were significantly lower than budgeted therefore FY 2014-15 budget has been adjusted accordingly.
- Revenue from Use of Money & Prop reflects a 442% (\$10,600) increase over current year due to enhancing collections related to judgments filed with Courts.
- Intergovernment Revenues-State reflect a 24% (\$5,913) increase over current year in anticipation of higher revenues from state mandated programs.
- Intergovernment Revenues-Federal reflect a 100% (\$151,404) decrease from current year primarily due to elimination of federally reimbursable Medi-Cal Administrative Activities (MAA) and Targeted Case Management (TCM) program revenues.
- Charges for Services reflects a net 30% (\$1,191,807) increase over current year in revenues received from non-General Fund departments, outside entities and other funding sources. This increase is primarily due to increases in: SB 2557 Property Tax Administration Fees, PTAF (\$52,007); Auditing and Accounting fees (\$63,612); Property Tax Administrative fees (\$33,754); Collection Charges (\$571,844) projected increase is associated with more staff resources (Collection Representatives) being assigned to this collection type; Unsecured Property Tax Collections (\$135,437); Other Charges & Data Processing (\$3,357); and Investment Services Fees (\$385,048) which is an increase in revenues charged to Treasury Pool participants for costs incurred for providing Treasury services. The increase is partially offset by decreases in fees for

processing Special Assessments on Property Tax Rolls (\$26,272); and Other Agencies and Other Charges for Current Services (\$26,980).

- Miscellaneous Revenues reflect an 18% (\$134,397) decrease from current year primarily due to a reduction in revenue transfer from property tax trust fund for the maintenance of delinquent property tax roll. Assumed increases in other revenues have reduced reliance on trust fund money.
- Intrafund Revenues (\$954,547) reflect a 2% (\$19,361) decrease from current year primarily due to elimination of federally reimbursable Medi-Cal Administrative Activities (MAA) and Targeted Case Management (TCM) program revenues.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Licenses, Permits, & Franchises			
3160 – Business Licenses	6,930	5,784	1,200
Total	\$ 6,930	\$ 5,784	\$ 1,200
Acct # - Fines, Forfeitures, & Penalties			
3297 – Court PC1463.07 AB233 OR/Admin (COD Revenue)	1,258,984	916,979	751,932
Total	\$ 1,258,984	\$ 916,979	\$ 751,932
Acct # - Revenue from the Use of Money			
3380 - Interest	2,400	11,460	13,000
Total	\$ 2,400	\$ 11,460	\$ 13,000
Acct # - Intergovernment Revenues – State			
3455 – Mandated Programs	24,275	30,168	30,188
3590 – State-In Lieu-Williamson Act	0	1,247	0
Total	\$ 24,275	\$ 31,415	\$ 30,188
Acct # - Intergovernment Revenues – Federal			
4383 – MAA-Medi-Cal Admin Activities	151,404	66,745	0
Total	\$ 151,404	\$ 66,745	\$ 0
Acct # - Charges for Services			
4880 – Assessment & TC Fees	207,333	181,056	181,061
4882 – Assess & Tax Coll Fees #80	472,344	524,351	524,351
4885 – Auditing & Accounting Fees	846,290	718,220	909,902
4888 – Admin Service SB 2890	54,815	54,815	88,569
4928 – Collection Charges	261,177	319,897	833,021
4929 – Unsecured Collection Charges	160,608	160,608	296,045
4942 – A-C Civil Process Services Fees	5,460	5,944	8,613
5039 – Other Agencies	48,346	48,346	24,814
5060 – Other Charges for Curr Services	74,596	71,148	71,148
5064 – Data Processing Fees	9,588	9,588	9,792
5074 – Investment Services Fees	1,877,504	1,901,271	2,262,552
Total	\$ 4,018,061	\$ 3,995,244	\$ 5,209,868
Acct # - Miscellaneous Revenues			
5771 – Revenue Recovery	176	358	360
5800 – Other Miscellaneous	708,760	343,711	574,179
5831 – Refund & Abatements	56,735	56,735	56,735
5900 – Cash Overages	0	3,503	0
Total	\$ 765,671	\$ 404,307	\$ 631,274
Acct # - Intrafund			
5990 – Intrafund Revenues	973,908	830,830	954,547
Total	\$ 973,908	\$ 830,830	\$ 954,547
Total Revenues	\$ 7,201,633	\$ 6,262,764	\$ 7,592,009

PENDING FACTORS

Implementation of Governmental Accounting Standards Board (GASB) Pronouncements:

- **GASB 67** - The implementation of GASB 67, "Financial Reporting for Pension Plans" requires the Fresno County Employees Retirement Association (FCERA) to implement accounting changes for the defined benefit pension plan that establishes standards of financial reporting for separately issued financial reports and specifies the required approach to measuring the pension liability of employers for benefits provided through the pension plan (the net pension liability). GASB 67 applies to FCERA, implemented this year and is the precursor to GASB 68.
- **GASB 68** - GASB 68, "Accounting and Financial Reporting for Pensions" will require the County, as one plan sponsor, to disclose more information about the plan assets, deferred outflows, liabilities, deferred inflows and the methodology used by sponsors to value these elements. The implementation of GASB 68 will require a significant amount of ACTTC professional staff resources in FY 2014-15.

Property Tax System:

- ACTTC is looking at the option of upgrading current Mainframe Property Tax system by converting the programing code from mainframe programming language (COBOL) to a current (.Net) programming language and moving the data files from a mainframe environment to window based servers. We have been in contact with three different vendors since January 2014 and are in the process of reviewing their products. Also, we are currently working with two of the vendors on a proof of concept where they take some code and data from us and convert it for us to test and review. After this testing and review period, we will start work on the Request for Proposal to convert the code and data. It is estimated that the contract will be presented to the Board by the end of the calendar year 2014 with final data conversion completion date of early 2016. The funds related to the upgrade are currently held in property tax trust fund. The department will return to your Board of Supervisors for any necessary budget action.

AUDITOR-CONTROLLER/TREASURER-TAX COLLECTOR - 0410**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
0010	Auditor-Controller/Treasurer-Tax Collector	ELECTED	1	1	\$ 151,568
1777	Collections Representative III	1282	6	5	191,573
1779	Collections Representative II	1140	2	1	36,932
1780	Collections Representative I	1005		2	55,426
2212	Systems & Procedures Analyst III	2164	1	1	70,079
2225	Systems & Procedures Manager	E	1	1	88,061
2302	Deputy Auditor-Controller	D	1	1	95,683
2303	Deputy Treasurer-Tax Collector	D	1	1	95,683
2307	Investment Officer	F	1	1	72,558
3127	Payroll Technician I - Conf.	1185	4	4	162,167
3128	Payroll Technician II - Conf.	1416	2	2	94,586
3166	Administrative Secretary - Conf.	1438	1	1	41,188
3203	Account Clerk I	889	15	11	283,729
3205	Account Clerk II	986	6	6	190,696
3210	Accountant I	1507	15	22	1,048,989
3215	Accountant II	1743	9	6	350,441
3225	Accounting and Financial Division Chief	E	4	4	347,861
3226	Accounting and Financial Manager	F	3	3	237,171
3240	Supervising Account Clerk II	1466	2	2	97,875
3255	Senior Accountant	2036	8	8	531,617
3260	Account Clerk III	1106	16	18	665,236
3261	Account Clerk III - Conf.	1124	1	1	37,532
3262	Supervising Accountant	2220	3	3	204,423
3706	Information Technology Analyst III	1932	2	3	189,571
3707	Information Technology Analyst IV	2302	2	1	75,854
	Collections Supervisor		0	1	56,941
	Tax Collection Supervisor		0	1	57,318
Subtotal			107	111	\$ 5,530,758
	Bilingual Skill Pay				4,819
	Auto Allowance				6,180
	Remuneration				2,114
	Professional License Incentive - CPA				2,632
	Less Salary Savings (2%)				(106,547)
TOTAL REGULAR SALARIES					\$ 5,439,956

RECOMMENDED POSITIONS TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
	Collections Supervisor		1	\$ 105,337
	Tax Collection Supervisor		1	105,976
3210	Accountant I	1507	4	271,204
	Cost of Adding Positions		6	\$ 482,517

VACANT POSITIONS RECOMMENDED FOR DELETION (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3203	Account Clerk I	889	-2	\$ 95,328
	Cost of Restoring Vacant Postions		-2	\$ 95,328

**Assessor-Recorder
BUDGET 0420
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 10,004,508	\$ 9,962,736	\$ 10,345,763	\$ 383,027	4%
Services and Supplies	2,484,779	4,862,918	5,266,069	403,151	8%
General Fixed Assets	12,525	5,075,000	5,590,116	515,116	10%
Total Appropriations	\$ 12,501,812	\$ 19,900,654	\$ 21,201,948	\$ 1,301,294	7%
<u>Revenues</u>					
Licenses, Permits & Franchises	\$ 5,405	\$ 4,500	\$ 4,500	\$ -	0%
Intergovernment Revenues - St	-	5,150,000	6,136,116	986,116	19%
Charges For Services	6,140,226	8,790,957	8,228,348	(562,609)	-6%
Miscellaneous Revenues	76,269	175,000	175,000	-	0%
Total Revenues	\$ 6,221,899	\$ 14,120,457	\$ 14,543,964	\$ 423,507	3%
<u>Net County Cost</u>	\$ 6,279,912	\$ 5,780,197	\$ 6,657,984	\$ 877,787	15%

	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)
Position Summary	127	111	114	3

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

ASSESSOR-RECORDER – 0420

FUNCTION

The Office of the Assessor-Recorder consists of two divisions. 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 revenue generated from 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 (SB) 813. The efficient and complete operation of the Assessor's Office is critical to the funding of state and local agencies.

The Recorder's Division has the responsibility 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, and equipment for research, provides copies of same as requested, and instructs the public in matters relating to information available in the Assessor and Recorder divisions.

All functions of the Assessor and Recorder divisions are mandated.

OVERVIEW

The FY 2014-15 Recommended Budget of \$21,201,948 represents a 7% (\$1,301,294) increase over the FY 2013-14 Adopted Budget primarily due to increased costs of salary and benefits and anticipated cost to acquire and implement a new Assessor Property Tax system. The FY 2014-15 Recommended Budget revenues of \$14,543,964 represent a 3% (\$423,507) increase over the FY 2013-14 Adopted Budget. There are 114 positions included in the recommended budget, an increase of 3 positions over the current year. Recommended salaries reflect a salary savings of 1% (\$56,487) and related benefits savings of \$42,365 for Retirement, OASDI, and Health Insurance.

GOAL SETTING

FY 2014-15

Goal: Acquire and implement a Williamson Act Property Tax Valuation system from the County of Santa Barbara. Santa Barbara County has developed and utilized a Williamson Act Property Tax Valuation System for 20 years and agrees to provide the system to the County to assist Fresno County meet the need of assessing the 15,000 agricultural parcels totaling 1.5 million acres of farm land currently under contract.

Performance Metric: Acquisition of the Santa Barbara County Williamson Act Valuation system, complete the gap analysis, implement any with modifications required by midyear, with parallel testing completed and full use of the system in July 2015.

Fiscal Goal

FY 2013-14

Goal: The identification and acquisition of increased resources to further enhance the department's ability to reduce backlogs and corrections to the assessment roll; and begin project implementation process for a new property assessment system.

Outcomes/Results: The department has been monitoring the progress of a “State-County Assessor’s Partnership Agreement” program as proposed by the California Assessors’ Association. Like the previous Property Tax Administration Program (PTAP), the State would provide a grant to counties, providing additional resources to be used to improve timely property tax assessment. A language rewrite is expected in May 2014, but it has not yet been introduced in the legislature.

Operational Goal

FY 2013-14

Goal: Continue modernization efforts including the implementation of the new property assessment system, a project that will span multiple fiscal years.

Outcomes/Results: After the issuance of a second Request for Proposal, an evaluation was made and a vendor selected. Subsequently the vendor was unable to accept the award. A second selection was made and lengthy negotiations ensued. However, the department was unable to reach an agreement with the vendor. The department will continue to monitor and explore new developments in property tax software that are currently in progress in other counties.

Departmental Goal

FY 2013-14

Goal: The department will continue this goal of treating all taxpayers in Fresno County in a fair and equitable manner and seek continued operational efficiencies and enhancements to reduce late assessments and roll corrections.

Outcomes/Results: To help meet the needs of all taxpayers and enhance operational efficiencies in Fresno County, the department began a project to remodel both Recording and Vital Records sections of the Recorder division. This project includes a modernized conference/staff break room equipped with computer and audio/video technology, new information technology staff work area, as well as enhancements to the customer service area. The project also includes redesigning the Vital Records area to improve customer service by creating a more efficient use of the existing space, including adding workstations to reduce customer waiting time. The department also plans to install a new software system allowing customers to place orders for Vital Records online from any location and pick them up at their convenience. The department continues to seek a new Property Tax software system and recommending in FY 2014-15 Budget to add Appraiser staff to assist in reducing late assessments and roll corrections.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits recommended at \$10,345,763 represent a 4% (\$383,027) increase over the current year adopted budget primarily due increased salary and retirement costs and the addition of three positions.
 - Account 6100 Regular Salaries represent a 3% (\$171,152) increase over the current year primarily due to the addition of three positions, step increases, and midyear salary adjustments.
 - Account 6200 Extra-Help represents a 78% (\$184,450) decrease from the current year primarily due to the department not requiring additional staffing resources as anticipated related to the Recorder division remodel project.
 - Account 6400 Retirement Contribution represents a 12% (\$367,957) increase over the current year primarily due to increases in retirement rates as a result of salary increases and recommending the addition of three positions.

Assessor - Recorder -- 0420

- Account 6500 OASDI Contribution represents a 4% (\$18,885) decrease from the current year primarily due to a reduction of the need for extra-help.
- Account 6600 Health Insurance Contribution represents a 6% (\$45,807) increase over the current year due to increased participation and recommending the addition of three positions.

Services and Supplies

- Services and Supplies recommended at \$5,266,069 represent an 8% (\$403,151) increase over the current year adopted budget primarily due to projects funded through trust funds.

Recommended funding includes:

- Account 7295 Professional & Specialized Services represent a 37% (\$811,000) increase over the current year adjusted appropriations. The department has several modernization projects that will continue through, or begin in, FY 2014-15. These include document and conversion services (\$550,000); updating the Assessor mapping function to a modern Geodatabase system (\$410,000); commercial property sales data service (\$16,000); vital record preservation (\$1,500,000); a project to make Assessor-Recorder information available via kiosks placed in branches of the County Library; and Assessor process transition consultant services for the property tax system (\$150,000). The funds for these planned modernization projects are offset with trust monies set aside for modernization projects.
- This account also includes the department's portion of the cost of a SPA Manager position (\$76,519) shared with the Auditor-Controller/Treasurer-Tax Collector.
- Account 7296 Data Processing Services represent a 5% (\$57,786) increase over FY 2013-14, due to increased internal service charges based on departmental utilization.
- Account 7400 Special Departmental Expense represents no change from the current year. This includes special Recorder supplies, such as banknote security paper for vital documents, archival film and the cost of maintaining and participating in electronic filing and recording of documents. All expenses in this account are funded with Recorder trust fund monies.

Fixed Assets

- Building and Improvements (account 8150)
 - (1) Vital Records Remodel..... \$340,000..... Remodel – Recorder division
- Equipment (account 8300)
 - (2) Map Storage Units..... \$30,000..... Additional – Recorder division
 - (2) Microfilm Readers..... \$10,000..... Replacement – Recorder division
 - (1) Recorder Modular Furniture..... \$200,000..... Replacement – Recorder division
 - (1) Modular Furniture \$500,000..... Replacement – Assessor division
- Intangible Assets (account 8500)
 - (1) Property Tax System \$4,510,116..... Replacement – Assessor division

SUMMARY OF REVENUES

- Revenues are recommended at \$14,543,964 a 3% (\$423,507) increase over the current year adopted budget primarily due to an increase in anticipated funds held in trust required for the purchase and implementation of a new Assessor property tax system.
- Property Tax Administration Program (\$6,136,116) represents a 19% (\$986,116) increase over the current year budget; these revenues are from funds held in trust and fund mapping migration, document imaging and the acquisition cost and related expenditures for the new Assessor

property tax system. Contracts for receipt of funds received during the years of the Property Tax Administration grant program specifically itemized funds set aside for this acquisition. During the current year, the department did not utilize these funds to acquire the budgeted property tax system; the funds remained in trust and were not transferred to the revenue account in the current year.

- Property Tax Administrative Fee (\$2,300,000) represents a 7% (\$186,582) decrease from the current year due to reduced actual property tax administrative costs reimbursed claims through SB 2257 in FY 2013-14.
- Administrative Services Assembly Bill (AB) 2890 (\$380,000) represents a 5% (\$20,000) decrease from the current year due to reduced actual assessment fees administrative costs collected in FY 2013-14.
- Recording Fees (\$2,585,950) represent no change from the current year budget.
- Recorded Document Fees (\$644,398) represent a 7% (\$45,499) decrease and Micrographic Fees (\$88,000) and 64% (\$160,000) decrease from current year budget. Both of these revenue accounts are for funds held in trust and used to offset specific expenses that have been anticipated to decline.
- Miscellaneous Revenues (\$175,000) represent no change from current year budget including sales of Assessor data comprised of maps, assessment rolls, property characteristics, and other property-related data.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Licenses, Permits, & Franchises			
3191 – Marriage License Fees	4,500	4,500	4,500
Total	\$ 4,500	\$ 4,500	\$ 4,500
Acct # - Intergovernment Revenues – State			
3568 – State Property Tax Admin Program	5,150,000	22,387	6,136,116
Total	\$ 5,150,000	\$ 22,387	\$ 6,136,116
Acct # - Charges for Services			
4882 – Assessments & Tax Collection Fees	2,486,582	2,300,000	2,300,000
4888 – Administrative Services SB-2890	400,000	350,000	380,000
4980 – Recording Fees	2,585,950	2,585,950	2,585,950
4982 – Vital Record Trust Fees	2,217,650	78,494	2,100,000
4983 – Recorded Document Fees	722,775	151,207	644,398
4984 – Micrographic Fees	248,000	289,195	88,000
4997 – ERDS Fee Revenue from Trust	130,000	130,000	130,000
Total	\$ 8,790,957	\$ 5,884,846	\$ 8,228,348
Acct # - Miscellaneous Revenues			
5791 – Misc Sales	175,000	200,000	175,000
Total	\$ 175,000	\$ 200,000	\$ 175,000
Total Revenues	\$ 14,120,457	\$ 6,111,733	\$ 14,543,964

PENDING FACTORS

A new pilot program the State-County Assessors' Partnership Agreement program was included in the Governor's proposed California FY 2014-15 State Budget and is similar to the previous Property Tax Administration Program (PTAP) in which the County participated. In this proposed program grants would be given to nine counties over a period of three years with the goal to improve time property tax assessment. The current discussions with the State Department of Finance include pilot program language where the counties selected to participate would be required to provide matching county funding. The Assessor-Recorder will monitor the progress of the implementing legislation and if it is determined that participation would benefit the County, the department will bring a recommendation for participation to your Board.

ASSESSOR - RECORDER - 0420**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<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	\$ 142,579
0217	Assistant Assessor-Recorder	D	1	1	96,674
0275	Recording Manager	E	1	1	71,175
1005	Appraiser II	1641	2	2	97,118
1007	Auditor-Appraiser I	1421	3	3	121,601
1010	Appraiser I	1421	0	1	37,665
1012	Auditor-Appraiser II	1641	1	1	54,066
1013	Auditor-Appraiser III	1935	4	4	252,826
1016	Appraiser III	1935	23	23	1,453,582
1017	Chief Appraiser	E	0	1	81,930
1025	Senior Appraiser	2391	3	3	226,052
1030	Senior Auditor-Appraiser	2391	1	1	67,534
1038	Chief Auditor-Appraiser	E	1	1	87,827
1040	Special Properties Appraiser	2225	1	1	73,326
1103	Supervising Cadastral Technician	1914	1	1	63,945
1126	Cadastral Technician III	1610	2	2	107,532
1157	Cadastral Technician II	1487	2	2	99,284
3070	Supervising Office Assistant II	1399	6	6	276,402
3078	Supervising Office Assistant I	1208	1	1	40,325
3080	Office Assistant III	1049	22	22	765,468
3099	Property Recording Clerk	1123	7	7	254,322
3110	Office Assistant II	940	8	8	221,794
3125	Office Assistant I	837	4	4	92,976
3140	Secretary IV	1169	1	1	42,547
3166	Administrative Secretary - Conf.	1438	1	1	47,998
3620	Program Technician I	1246	2	3	110,495
3621	Program Technician II	1393	7	7	325,570
3705	Information Tech Analyst II	1638	1	1	51,063
3706	Information Tech Analyst III	1932	1	1	63,605
3707	Information Tech Analyst IV	2302	3	3	203,997
Subtotal			111	114	\$ 5,631,278
Bilingual Skill Pay					9,135
Auto Allowance					6,180
Remuneration					2,114
Less Salary Savings (1%)					(56,487)
TOTAL REGULAR SALARIES					\$ 5,592,220

RECOMMENDED POSITIONS TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1010	Appraiser I	1421	1	\$ 64,377
1017	Chief Appraiser	E	1	142,325
3620	Program Technician I	1246	1	54,378
Cost of Adding Positions			3	\$ 261,080

County Counsel -- 0710

County Counsel
BUDGET 0710
General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 3,912,023	\$ 4,287,224	\$ 4,525,918	\$ 238,694	6%
Services and Supplies	546,383	594,573	613,194	18,621	3%
Total Appropriations	\$ 4,458,406	\$ 4,881,797	\$ 5,139,112	\$ 257,315	5%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 2,668	\$ 84,057	\$ 69,334	\$ (14,723)	-18%
Charges For Services	820,558	456,000	790,000	334,000	73%
Miscellaneous Revenues	443	-	-	-	0%
Intrafund Revenue	1,718,019	2,326,584	2,000,000	(326,584)	-14%
Total Revenues	\$ 2,541,688	\$ 2,866,641	\$ 2,859,334	\$ (7,307)	0%
<u>Net County Cost</u>	\$ 1,916,718	\$ 2,015,156	\$ 2,279,778	\$ 264,622	13%

	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)
Position Summary	28	31	32	1

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

COUNTY COUNSEL – 0710

FUNCTION

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, and Special Districts upon request. The department currently consists of 31 positions, including 23 attorneys and 8 support staff. In FY 2014-15, 7 attorneys will represent the Department of Social Services (DSS) in Dependency Court; 1 attorney will represent the Public Guardian and Public Administrator in Probate Court; 1 attorney will represent the Local Mental Health Director in civil commitment hearings; 1 attorney will represent the Retirement Association; 3 attorneys will represent the County in general litigation (including Risk Management cases, Eminent Domain cases, Section 1983 Civil Rights cases, code enforcement, etc.); and 1-1/2 attorneys will represent the County in Civil Service hearings and other employment related hearings/matters. The remaining attorneys will issue opinions, review contracts, attend meetings, and handle general administrative and court hearings for the Board of Supervisors, County Administrative Office, Grand Jury, In-Home Supportive Services (IHSS Public Authority), Transportation Authority, Council of Governments (COG), approximately 21 County departments, and various other boards, committees, and commissions.

OVERVIEW

The FY 2014-15 Recommended Budget appropriations of \$5,139,112 represent a 5% (\$257,315) increase over the current year budget primarily due to an increase in Salaries and Benefits. Budgeted revenues of \$2,859,334 represent a small (\$7,307) decrease from the current year largely due to an anticipated reduction in State mandated claim payment revenues for legal services rendered in FY 2012-13. Staffing is recommended at 32 positions, an increase of 1 position. Staff turnover is expected to be minimal and salary savings has not been included in the recommended budget.

GOAL SETTING

FY 2014-15 Goal

Goal: Maximize the use of available legal resources to provide well-reasoned and researched legal advice in all legal matters and vigorous advocacy in contested matters, and to provide these legal services in as timely a manner as possible. County Counsel's departmental goal is also to deploy any additional attorney and staff resources to more timely respond to client requests for legal services.

Performance Metric: County Counsel will continue to use monthly reports from attorneys to track workload and response times to clients and to redeploy resources, when necessary, to respond to client requests for legal services more timely.

Fiscal Goal

FY 2013-14

Goal: Once again, County Counsel's fiscal goal for FY 2013-14 is to bill and collect the revenues that have been budgeted for the fiscal year. The FY 2013-14 revenue goal of \$2,866,641 is an ambitious goal and it will require the efforts of all attorneys to attain.

Outcomes/Results: County Counsel appears to be on track with regard to billing and collection of revenues for FY 2013-14. A monthly review of the department's revenue report, as well as internal reports of billings that have not been paid to date, is performed to track whether yearly budget projections are being met. The department has not received the \$84,057 budgeted for

intergovernmental State revenues as repayment by the State for mandated legal services provided in FY 2011-12. However, the department will handle this reduction in budgeted revenues by a reduction in expenditures.

Operational Goal

FY 2013-14

Goal: County Counsel's operational goal for FY 2013-14 is to maximize the use of all available legal resources to provide well-reasoned and researched legal advice in all legal matters and vigorous advocacy in contested matters, and to provide these legal services in as timely a manner as possible.

Outcomes/Results: County Counsel has used monthly reports from attorneys to track workload and response time to clients. In doing so the department believes it has provided quality legal services in a timely manner.

Departmental Goal

FY 2013-14

Goal: To deploy additional attorney resources to respond more timely to client requests for legal services.

Outcomes/Results: County Counsel has used monthly reports from attorneys to track workload and response time to clients. In doing so the department has been able to temporarily reassign attorneys when necessary to respond to requests for legal services.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Staffing is recommended at 32 positions, an increase of 1 position over current year. One Deputy County Counsel I position is recommended to be added to current staffing to begin providing important legal services reduced over the last eight years due to the department's budget reductions.

Salaries and Benefits

- Salaries and Benefits recommended at \$4,525,918 represent a 6% (\$238,694) increase over the current year adopted budget.

Recommended funding includes:

- Account 6100 Regular Salaries represent a 5% (\$135,792) increase over the current year. This increase is primarily due to increased salaries for senior management and step increases for management and support personnel, as well as the addition of one attorney position.
- Account 6200 Extra-Help represents a 100% (\$66,049) reduction from the current year, as the department does not anticipate a need for extra-help.
- Account 6350 Unemployment Insurance represents a 47% (\$1,587) reduction from the current year due to a decrease in actual claim history according to estimates provided by Risk Management.
- Account 6400 Retirement Contribution represents an 11% (\$148,136) increase over the current year due to increases in salaries and contribution rates.

Services and Supplies

- Services and Supplies recommended at \$613,194 represent a 3% (\$18,621) increase over the current year due to increases in Office Expense, Books and Publications, and Internal Service Fund (ISF) charges.

Recommended funding includes:

- Account 7250 Memberships represent a 9% (\$2,500) increase over the current year due to the addition of one attorney.
- Account 7271 Books and Publications represent a 5% (\$2,634) increase over the current year due to increased costs related to on-line legal research and legal and continuing education of the Bar resources.
- Account 7294 Professional & Specialized Services-Contract for outside legal services of \$210,000 represent no change from the current year.
- Account 7296 Data Processing Services represent an 8% (\$6,563) increase over the current year due to increased ISF charges based upon utilization.
- Account 7345 Facility Operation and Maintenance represents a 20% (\$7,443) increase over the current year due to increase ISF charges based upon utilization.
- Account 7611 Security Services represent a 16% (\$2,244) reduction from FY 2013-14 due to reduction in security labor charges and charges for security electronic access control.

SUMMARY OF REVENUES

- Revenues are recommended at \$2,859,334, a slight (\$7,307) reduction from the current year adopted budget due in part to the decrease in the mandated claims submitted to the State to reimburse the department for legal services rendered for Public Employment Relations Board (PERB) matters in FY 2012-13. Estimated revenues also reflect a reduction in court ordered attorney fees due to an expected decrease in the number of large estate probate cases. Finally, in this recommended budget the department has reassigned certain Intrafund Revenues to Other Agency Services and Other County Department Revenue accounts to more appropriately reflect the account which the revenue is assigned.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – State			
3591 – State - PERB State Mandate 2012-13	84,057	84,057	69,334
Total	\$ 84,057	\$ 84,057	\$ 69,334
Acct # - Charges for Services			
4906 – Court Ordered Attorney Fees	259,000	259,000	200,000
5039 – Other Agencies Services	190,000	190,000	240,000
5040 – Other County Departments	7,000	7,000	350,000
Total	\$ 456,000	\$ 456,000	\$ 790,000
Acct # - Intrafund			
5990 – Intrafund Revenue	2,326,584	2,326,584	2,000,000
Total	\$ 2,326,584	\$ 2,326,584	\$ 2,000,000
Total Revenues	\$ 2,866,641	\$ 2,866,641	\$ 2,859,334

COUNTY COUNSEL - 0710**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0240	Assistant County Counsel	C	1	1	\$ 136,164
1202	Paralegal III	1488	2	2	98,046
1207	Chief Deputy County Counsel	C	1	1	123,792
1231	Deputy County Counsel I	1724	1	2	93,431
1232	Deputy County Counsel II	2211	4	3	186,346
1233	Deputy County Counsel III	2657	0	1	79,977
1234	Deputy County Counsel IV	3173	8	8	799,153
1235	Senior Deputy County Counsel	D	5	5	530,822
1236	Principal Deputy County Counsel	D	1	1	118,155
3126	Office Assistant I - Conf.	851	2	1	23,045
3141	Secretary III - Conf.	1189	1	2	72,294
3143	Secretary II - Conf.	1067	1	0	0
3161	Secretary IV - Conf.	1313	1	1	43,822
3145	Secretary I - Conf	956	0	1	26,034
3166	Administrative Secretary - Conf.	1438	1	1	47,350
3213	Accountant II - Conf	1743	1	1	57,229
8035	County Counsel	Flat	1	1	169,702
Subtotal			31	32	\$ 2,605,359
Auto Allowance					6,180
Bilingual Skill Pay					602
TOTAL REGULAR SALARIES					\$ 2,612,141

RECOMMENDED POSITION TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
1231	Deputy County Counsel I	1724	1	\$ 72,967
	Cost of Adding Position		1	\$ 72,967

County Clerk - Elections -- 2850

County Clerk-Elections
BUDGET 2850
General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 2,422,630	\$ 2,429,838	\$ 2,634,087	\$ 204,249	8%
Services and Supplies	3,032,689	4,383,228	4,729,644	346,416	8%
Other Charges	16,707	47,640	47,274	(366)	-1%
General Fixed Assets	15,097	-	-	-	0%
Total Appropriations	\$ 5,487,124	\$ 6,860,706	\$ 7,411,005	\$ 550,299	8%
<u>Revenues</u>					
Licenses, Permits & Franchises	\$ 109,907	\$ 110,000	\$ 158,000	\$ 48,000	44%
Intergovernment Rev-Federal	30,839	1,844,995	1,899,094	54,099	3%
Charges For Services	1,691,224	815,913	888,261	72,348	9%
Miscellaneous Revenues	50,476	37,687	32,111	(5,576)	-15%
Intrafund Revenue	336,285	383,561	283,250	(100,311)	-26%
Total Revenues	\$ 2,218,731	\$ 3,192,156	\$ 3,260,716	\$ 68,560	2%
<u>Net County Cost</u>	\$ 3,268,392	\$ 3,668,550	\$ 4,150,289	\$ 481,739	13%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	24	25	27	2	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

COUNTY CLERK–ELECTIONS - 2850

FUNCTION

The mission of the County Clerk – Elections Department is to recognize and respect all individuals while continually improving and providing the highest quality of service, conduct elections in a manner that protects the integrity of the electoral process, and promote a positive work environment.

The County Clerk is responsible for registering voters, maintaining voter records, verifying petitions, and conducting Federal, State, and County elections, as well as elections for special districts, school districts, and all cities in Fresno County. The Clerk Services division 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 storage, retrieval, and destruction. The program provides assistance to all County departments to establish the legal retention and destruction timeframes for proper storage of records. Boxed records are maintained in the Records Management Center (RMC) located at the Elections Warehouse facility. The Warehouse serves as a shipping and receiving facility and provides secure storage of goods for County departments.

OVERVIEW

The FY 2014-15 Recommended Budget of \$7,411,005 reflects an 8% increase (\$550,299) over the FY 2013-14 Adopted Budget. The FY 2014-15 Recommended Budget revenues of \$3,260,716 reflect a 2% (\$68,560) increase over the FY 2013-14 Adopted Budget. There are 27 positions included in the recommended budget, which reflect an increase of 2 positions over the FY 2013-14 Adopted Budget. Recommended salaries reflect salary savings of 3% (\$36,705) and related benefits savings of \$26,915 for Retirement Contribution, OASDI and Health Insurance.

GOAL SETTING

FY 2014-15

Goal: To complete the implementation of the Master Polling Place and Precinct Officer assignments in the Election Information Management System (EIMS).

Performance Metric: The target date for completion of this project is June 30, 2015. The project has expanded to include completion of new polling place surveys, complete with photos for each site to illustrate mitigation efforts for accessibility. Master Precinct Officer assignments will include precinct officers with proficiency in Spanish as well as Hindi/Punjabi, Chinese, Japanese, and Khmer to meet the 2014 language requirements

Fiscal Goal

FY 2013-14

Goal: Complete the election billing to third-parties within 90 days of certification of the election.

Outcomes/Results: For scheduled election November 5, 2013, certification was due by December 2, 2013, and the department met this due date. Billing was due by March 2, 2014. Billing was sent out February 21, 2014. In addition, the billing for three unscheduled special elections conducted in 2013 was completed within 90 days of certification of each election.

Operational Goal

FY 2013-14

Goal: To implement the Master Polling Place and Precinct Officer assignments in the Election Information Management System prior to the June 2014 Primary Election.

Outcomes/Results: The target date for project completion was March 1, 2014. Due to the increased workload associated with the special elections and implementation of the new language requirements during FY 2013-14, this goal was only partially met. The Master Polling Place assignments was completed by January 31, 2014. A project to perform surveys of the polling places and take new pictures of each site is underway. Master Precinct Officer assignments will not be completed prior to the June 2014 Primary Election due to a shift in focus to assign precinct officers in the targeted polling places to meet the language requirements.

Departmental Goal

FY 2013-14

Goal: Provide Years of Service certificates for staff in increments of one year, five years, and every five years thereafter. Provide an opportunity for County staff to voluntarily participate in a charitable event to coincide with Valentine's Day Weddings (i.e., the "Perfect Pair" sock drive of 2013 to benefit the homeless).

Outcomes/Results: Fourteen staff received Years of Service recognition certificates at the annual departmental meeting in April 2014. The department coordinated a charitable giving opportunity to County staff related to Valentine's Day. Over 500 toys and other items were donated to replenish the rewards bin to benefit children receiving treatment at the Leon S. Peters Burn Center at Community Regional Medical Center.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Elections – Two elections are budgeted for FY 2014-15. A Statewide General Election will be conducted November 4, 2014 for an estimated cost of \$2,106,359 and will be 13% revenue offset. The City of Clovis Election will be conducted in March 2015 at an estimated cost of \$169,935 and will be 100% revenue offset.

Clerk Services - In response to steady increases in demand for direct services to the public at the Kern Street location, the department has opened up two lobby areas to allow for the separation of the public counters serving Clerk Services (marriages, fictitious business names, passports, notary) and Elections (voter services, candidate filing, campaign filing, data requests). This shift in operations is aimed at reducing overcrowding in the lobby area, shortening the wait time for services and improving the customer's experience while conducting business with the County Clerk – Elections office.

Records Management – Responsibility for administering the Countywide shredding agreement was transferred from the County Clerk to the Internal Services Department (ISD) effective January 1, 2014. Intrafund Revenues and Professional and Specialized Services for FY 2014-15 reflect a reduction of \$100,000 related to this change.

Salaries and Benefits

- Salaries and Benefits recommended at \$2,634,087 represent an 8% (\$204,249) increase over the FY 2013-14 Adopted Budget and is primarily due to an increase in the amount of Extra-Help needed to conduct the scheduled elections, increases in the Retirement Contribution, and the addition of two Office Assistant I positions to best meet operational needs. Staffing is recommended at 27 positions, a net increase of 2 positions over the current year.

Recommended funding includes:

- Account 6100 Regular Salaries represent a 4% (\$42,620) increase over the current year due primarily to the addition of two Office Assistant positions, offset by filling various positions at lower levels due to turnover. Budget is based on 3% salary savings.
- Account 6200 Extra-Help represents a 36% (\$79,673) increase over the current year to reflect staffing needed to assist with the two scheduled elections.
- Account 6350 Unemployment Insurance represents a 47% (\$13,695) decrease from the current year based on actual claims experience.
- Account 6400 Retirement Contribution reflects a 12% (\$71,473) increase over the current year due to additional positions and increase in contribution rates.
- Account 6600 Health Insurance represents an 8% (\$13,430) increase over the current year due to addition of two positions.

Services and Supplies

- Services and Supplies recommended at \$4,729,644 represent an 8% (\$346,416) increase over the FY 2013-14 Adopted Budget primarily due to the type of elections scheduled and the supplies needed to conduct those elections.

Recommended funding includes:

- Account 7040 Telephone Charges represent a 53% (\$8,203) increase over the current year due to an increase in the number of phones utilized for ongoing operations and based on actual costs for prior general elections.
- Account 7220 Maintenance-Building & Grounds represent a 100% (\$3,649) decrease from the current year as the billing department is no longer an ISF and will no longer bill general fund departments.
- Account 7250 Memberships represent a 32% (\$316) increase over the current year to reflect the increase in staff with Notary Public credentials and renewed participation in the California Association of Clerks and Elections Officials.
- Account 7265 Office Expense represents a 31% (\$5,500) increase over the current year based on actual costs for similar election cycles.
- Account 7266 Interoffice Messenger Mail represents a 22% (\$1,228) increase over the current year based on estimated actual usage in FY 2013-14.
- Account 7268 Postage represents a 10% (\$14,000) increase over the current year due to increase in postage rates and mailings for two scheduled elections.
- Account 7271 Books and Publications represent a 15% (\$200) increase over the current year due to the purchase of additional election code manuals.
- Account 7325 Publications & Legal Notices represent a 63% (\$20,000) increase over current year based on actual costs for prior general elections.
- Account 7345 Facility Services-Rent represents a 46% (\$53,106) increase over the current year based on actual costs and planned replacement of lighting in the Records Management Center.
- Account 7385 Small Tools & Instruments represent a 100% (\$13,000) increase over the current year to reflect planned replacement of carts in the Elections Warehouse, shelving for Records Management, and three scanners for Clerk Services.
- Account 7400 Special Departmental Expense represents an 8% (\$256,080) increase over the current year based on the estimated costs to conduct two scheduled elections. Election-specific

costs (ballot printing, polling place supplies, precinct officers, etc.) for the November 2014 General Election are budgeted at \$1,576,721 and the City of Clovis Election is estimated at \$75,780.

- Account 7415 Transportation, Travel & Education represents a 43% (\$2,050) increase over the current year to reflect increased participation in California Association of Clerks and Elections Officials meetings and more staff participation in the training program.
- Account 7416 Transportation, Travel–County Garage represents a 13% (\$3,449) increase over the current year based on actual costs for similar election cycles and planned polling place survey project.
- Account 7611 Security Services represent a 27% (\$5,147) decrease from the current year based on actual billings from security services provided.

SUMMARY OF REVENUES

- Revenues are recommended at \$3,260,716, a 2% (\$68,560) increase over the FY 2013-14 Adopted Budget which is primarily due to full cost recovery for marriage licenses, inclusion of a new Help America Vote Act (HAVA) grant and reimbursement for two scheduled elections, offset by the elimination of revenues for the Countywide Shredding Agreement that was transferred to the ISD.
- Licenses, Permits & Franchises are recommended at a 44% (\$48,000) increase primarily due to an increase in the Master Schedule of Fees for issuing a Public/Declared Marriage License. The fee will increase from \$49 to \$58 effective July 1, 2014.
- Intergovernment Revenues–Federal reflect a 3% (\$54,099) increase due to inclusion of a new HAVA grant for the development and implementation of a statewide voter registration system (VoteCal). Unexpended grant funds are re-budgeted each year.
- Charge for Services reflect a 9% (\$72,348) increase due to an increase in Elections Services revenues for the November 2014 General and March 2015 City of Clovis elections and continued growth in the number of passports processed each year.
- Miscellaneous Revenues are recommended at a 15% (\$5,576) decrease due to reductions in storage revenues in the warehouse and service requests from LAFCO.
- Intrafund Revenues reflect a 26% (\$100,311) decrease from the current year due primarily to the transfer of the Countywide Shredding Agreement to ISD.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Taxes			
3191 – Marriage Licenses	110,000	110,000	158,000
Total	\$ 110,000	\$ 110,000	\$ 158,000
Acct # - Intergovernment Revenues – Federal			
4375 – Federal Grants - HAVA	1,844,995	1,844,995	1,899,094
Total	\$ 1,844,995	\$ 1,844,995	\$ 1,899,094
Acct # - Charges for Services			
4892 – Election Services	406,413	406,413	443,761
4958 – Notary, FBN, Marriage Ceremonies, Passports	395,000	395,000	430,000
4960 – Copy & Certified Fees	14,500	14,500	14,500
Total	\$ 815,913	\$ 815,913	\$ 888,261
Acct # - Miscellaneous Revenues			
5790 - Maps	1,000	1,000	1,000
5800 – Postage Claim	8,500	8,500	8,500
5800 – LAFCO	600	600	0

County Clerk - Elections -- 2850

5800 – Warehouse Storage	27,587	27,587	22,611
Total	\$ 37,687	\$ 37,687	\$ 32,111
Acct # - Intrafund			
5990 – Countywide Shedding - LPI	100,000	100,000	0
5990 – Records Management	235,921	235,921	235,976
5990 – Administrative Overhead	47,640	47,640	47,274
Total	\$ 383,561	\$ 383,561	\$ 283,250
Total Revenues	\$ 3,192,156	\$ 3,192,156	\$ 3,260,716

PENDING FACTORS

The FY 2014-15 Recommended Budget includes costs for two scheduled elections in FY 2014-15 – a Statewide Gubernatorial General Election November 2014 and a City of Clovis Municipal Election in March 2015. Unlike FY 2012-13, where there were two special elections conducted, and one special election conducted in FY 2013-14, at the time of this budget submittal there were no special elections under consideration. In the event a special election is called during FY 2014-15, action items will be brought to your Board to address funding needed to conduct any unscheduled elections.

Election Code 14201(d) requires the Secretary of State to notify counties of any additional language requirements. Beginning with the June 2014 Gubernatorial Primary Election, Fresno County is required to provide bilingual precinct officers and a translated facsimile ballot and related instructions in four new covered languages – Hindi/Punjabi, Chinese, Japanese, and Khmer. The recommended budget includes estimated costs for translation, printing, and bilingual precinct officers to ensure compliance with these new requirements. There may be additional unanticipated costs in FY 2014-15 as a result of this new requirement that will not emerge until completion of a major election cycle.

COUNTY CLERK - ELECTIONS - 2850**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0030	County Clerk/Registrar of Voters	Elected	1	1	\$ 121,913
2225	Systems and Procedures Manager	E	1	1	82,006
2346	County Clerk Business Manager	E	1	1	80,231
2294	Senior Staff Analyst	F	1	1	69,609
3029	County Clerk Program Coordinator	1902	2	2	120,492
3080	Office Assistant III	1049	1	1	35,026
3110	Office Assistant II	940	2	2	57,332
3125	Office Assistant I	837	4	6	135,562
3166	Administrative Secretary - Conf.	1438	1	1	45,122
3255	Senior Accountant	2036	1	1	67,120
3260	Account Clerk III	1106	1	1	35,618
3440	Stock Clerk II	900	1	1	30,119
3620	Program Technician I	1246	2	2	69,207
3621	Program Technician II	1393	4	4	186,025
3704	Information Technology Analyst I	1489	1	1	43,524
3705	Information Technology Analyst II	1638	1	1	44,593
Subtotal			25	27	\$ 1,223,499
Remuneration					2,114
Auto Allowance					6,180
Cell Phone Stipend					600
Bilingual Skill Pay					1,806
Less Salary Savings (3%)					<u>(36,705)</u>
TOTAL REGULAR SALARIES					\$ 1,197,494

RECOMMENDED POSITIONS TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3125	Office Assistant I	837	<u>2</u>	<u>\$ 83,818</u>
	Cost of Adding Positions		2	\$ 83,818

Internal Services Department - Information Technology -- 8905

Information Technology Svc-ISF BUDGET 8905 & 8908 Internal Services and Equipment Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 11,973,198	\$ 12,829,247	\$ 14,040,980	\$ 1,211,733	9%
Services and Supplies	9,239,554	10,949,568	11,436,369	486,801	4%
Other Charges	103,655	103,655	103,655	-	0%
Total Appropriations	\$ 21,316,406	\$ 23,882,470	\$ 25,581,004	\$ 1,698,534	7%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 83,082	\$ 100,000	\$ 100,000	\$ -	0%
Charges For Services	20,691,598	22,179,970	24,083,441	1,903,471	9%
Miscellaneous Revenues	19,539	2,500	2,500	-	0%
Other Financing Sources	-	100,000	-	(100,000)	-100%
Total Revenues	\$ 20,794,219	\$ 22,382,470	\$ 24,185,941	\$ 1,803,471	8%
<u>FUND BALANCE: Increase / (Decrease)</u>	\$ (522,187)	\$ (1,500,000)	\$ (1,395,063)	\$ (104,937)	7%
Use of fund balance to reduce rates	522,187	1,500,000	1,395,063	(104,937)	-7%
	-	-	-	-	0%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ (209,874)	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	107	110	113	3	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

ISD - INFORMATION TECHNOLOGY SERVICES – 8905/8908

FUNCTION

These budget units, managed by the Internal Services Department (ISD), comprise an Internal Service Fund (ISF) that provides information technology related services to Fresno County departments and other agencies. Services provided include the functions of business analysis; system design and development; system acquisition and integration; and system operations, maintenance, and enhancements. The budget units are responsible for the design, implementation, maintenance, and operation of the data Institutional Network (I-Net) and a suite of enterprise applications that operate securely over that network. Hosting services for a wide variety of customer applications plus hosting of the County Intranet and Internet sites are also provided. Enterprise-wide security for network and data access, investigative services for inappropriate use of the network, and secure remote access are additional services offered. These budget units are also responsible for the Health Insurance Portability and Accountability Act (HIPAA) data security compliance, including annual training and audits. In addition, core Information Technology (IT) facilities, IT services and solutions, desktop hardware and software support, and training are all provided. Budget units 8905 and 8908 operate out of, and comprise Fund 1020.

OVERVIEW

The FY 2014-15 Recommended Budget of \$25,581,004 reflects an overall 7% (\$1,698,534) increase over the FY 2013-14 Adopted Budget. Revenues are recommended at \$24,185,941 an 8% (\$1,803,471) increase over the current year. The difference of \$1,395,063 between appropriations and revenues will be funded through the use of reserves in the Fund 1020 fund balance. Staffing is recommended at 113 positions, an increase of 3 positions over the current level.

GOAL SETTING

FY 2014-15

Goal: Develop Customer Service metrics across ISD units and commence gathering quantifiable customer service data. Department services need to be responsive to and focused on customer departments and increase the overall effectiveness of the County.

Performance Metric: The ability to conduct business process re-engineering efforts utilizing hard data to focus our resources on those projects that will most effectively improve service to customers across all ISD units.

Fiscal Goal

FY 2013-14

Goal: Complete and refine the uniform billing system for all services provided by ISD. Enhance the detail level and report format to encourage monthly review of the bill and facilitate a better understanding of the charges levied. Integrate appropriation usage reports into the billing system to facilitate customer budgetary control and continued consolidation of like functions into a single division to eliminate redundant functions.

Outcomes/Results: This goal is 85% complete. A result of consolidation, additional integration with the former General Services' billing is needed and will be incorporated during FY 2014-15.

Operational Goal

FY 2013-14

Goal: Complete implementation of the “One Stop” location to request any service provided by ISD. Implement workflow and project tracking integrated into the outward facing “One Stop” site that will report status and problems relative to any request.

Outcomes/Results: This goal is 20% complete. After a lengthy negotiation process, the software has been purchased and is now being implemented. We will be working with departments over the next few months to roll out a work request system Countywide.

Departmental Goal

FY 2013-14

Goal: Maintain existing infrastructure and implement new and innovative technologies where they can be demonstrated as cost effective. Improve approaches to providing services by utilizing feedback from customers to meet their ever changing needs. Leverage the mobile workforce by adopting a “bring your own device” (BYOD) environment with adequate security and privacy controls.

Outcomes/Results: We have continued to improve technologies to help keep costs down. BYOD continues to be evaluated on a case-by-case basis with an emphasis on balancing access and overall network security.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The ISD consists of numerous budget units that were formerly stand-alone departments or sub-departments of either the ITSD or the General Services Department. As the consolidations were done, some functions were brought into the current structure and others remained distributed. Due to the remaining distributed functions, there are further opportunities for economies of scale. The proposed budget strives to remediate the majority of those remaining organizational anomalies.

As part of the continuing consolidation of the two departments, it is recommended that staffing in the administrative section be restructured. This will involve adding three positions to focus on the non-technical aspects of the department allowing technically trained staff currently performing administrative functions to move back to contributing technical and programming support for user departments. This will allow the Department to reduce the backlog of support requests and accomplish administrative tasks at a lower overhead cost. All changes proposed in the budget conform to the rate development structure for both revenue and expenses.

Salaries and Benefits

- Salaries and Benefits are recommended at \$14,040,980 and represent a 9% (\$1,211,733) increase over the current year. This increase is due to increased benefit costs, midyear salary adjustments, and the recommended increase in positions.
- Account 6100 Regular Salaries at \$7,588,604 represents a 9% (\$595,904) increase over the current year. This increase is due to midyear salary adjustments, anticipated promotions, and recommended additional positions.
- Account 6200 Extra-Help at \$0 represents a decrease of 100% (\$54,648) from current year. Extra-Help is used in the current year to provide adequate staffing to maintain service levels during recruitments.

Internal Services Department - Information Technology -- 8905

- Account 6400 Retirement Contribution at \$4,593,246 represents an 18% (\$716,361) increase over current year due to recommended additional staff, higher compensable salaries and higher retirement rates.
- Account 6500 OASDI Contribution at \$614,305 represents an 8% (\$47,474) increase over the current year. This is due to the increase in overall salaries and recommended additional positions.
- Account 6600 Health Insurance Contribution at \$750,448 represents an 11% (\$91,019) decrease from the current year due to the level of employee participation in the health plan.

Services and Supplies

- Services and Supplies recommended at \$11,436,369 represent a 4% (\$486,801) increase over the current year.

Recommended funding includes:

- Account 7101 Liability Insurance at \$14,914 represents a 46% (\$12,650) decrease from the current year. This is primarily due to a decrease in IT services' seven year experience rating.
- Account 7175 Other Insurance at \$39,826 represents a 127% increase (\$22,282) over current year. This is primarily due to an error budgeted in the current year.
- Account 7225 Maintenance-Capital Projects at \$60,000 represents a 75% (\$182,300) decrease from the current year due to the decrease in the number of projects to be done in FY 2014-15.
- Account 7308 IT Hardware and Supplies at \$167,000 represent a 52% (\$178,200) decrease from the current year due to the decrease in the number of projects to be done in FY 2014-15.
- Account 7309 Computer Software at \$3,333,668 represents a 21% (\$586,524) increase over current year. This is due to new software recommended by IT services and customer departments, as well as increased costs of licenses and support agreements.
- Account 7311 End User Software at \$713,794 represents a 25% (\$140,942) increase over current year. This is due to increases in licenses fees.
- Account 7355 Operating Leases-Equipment at \$3,226,342 represents a 7% (\$244,824) decrease from the current year. This is due to a decrease in the volume of equipment leased.
- Account 7415 Trans, Travel and Education at \$26,000 represents a 340% (\$20,100) increase over current year to update skill levels.
- Account 7416 Trans and Travel County Garage at \$53,813 represents a 42% (\$38,801) decrease from the current year. The decrease reflects a recommended amount more in line with current year usage.
- Account 7418 Technical Training at \$148,050 represents a 120% (\$80,800) increase over current year to upgrade technical employee skills in keeping with upgraded systems. This training cost differs from the general training in account 7415 in that it allows the department to track the costs of specific training required to maintain technical skills related to performing work in-house.
- Account 7430 Utilities at \$364,988 represent a 13% (\$40,939) increase over current year. The increase reflects a budgeted amount more in line with actual expenditures and estimates for the current year.
- Account 7565 Countywide Cost Allocation at \$280,402 represents a 204% (\$188,271) increase. This allocation fluctuates from year-to-year based on the distribution of costs as calculated by the Auditor-Controller/Treasurer-Tax Collector.

Other Charges

- Other Charges recommended at \$103,655 for depreciation expense is the same as the current year.

SUMMARY OF REVENUES

- Revenues are recommended at \$24,185,941 and reflect an overall 8% (\$1,803,471) increase over the current year. In addition, \$1,395,063 is being used from Fund 1020 fund balance as part of the overall revenue stream.
 - Interest at \$100,000 reflects no change from the current year. Actual receipt of interest in the current year may be less than adopted but it is anticipated that the improving economy will generate higher interest income.
 - Miscellaneous Revenues at \$2,500 reflect no change from the current year. The monies are collected from Dell Computer Company when staff certified technician's repair computers that are still under warranty. The revenues received in the current year reflect an unexpected high repair rate.
 - Other Financing Sources reflect a \$100,000 (100%) decrease from FY 2013-14. The current year figure represented one-time project funding.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3380 – Interest	100,000	80,000	100,000
Total	\$ 100,000	\$ 80,000	\$ 100,000
Acct # - Charges for Services			
5064 – Data Processing Fees	22,179,970	21,570,569	24,083,441
Total	\$ 22,179,970	\$ 21,570,569	\$ 24,083,441
Acct # - Miscellaneous Revenues			
5800 – Misc. Revenues	2,500	17,373	2,500
Total	\$ 2,500	\$ 17,373	\$ 2,500
Acct # - Other Financing Sources			
5950 – Op Trans from General Fund	100,000	0	0
Total	\$ 100,000	\$ 0	\$ 0
Total Revenues	\$ 22,382,470	\$ 21,667,942	\$ 24,185,941

Internal Services Department - Information Technology -- 8905

ISD - INFORMATION TECHNOLOGY SERVICES - 8905/8908

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2209	Administrative Services Assist	1845	2	1	\$ 60,660
2234	Information Technology Manager	E	4	4	356,736
2243	Information Technology Division Manager	D	2	2	189,016
2376	Internal Services Division Manager	D	0	1	84,825
2248	Deputy Director of Internal Services	D	1	1	105,183
2291	Staff Analyst I	1597	1	2	81,084
2293	Staff Analyst III	2048	0	1	51,944
2354	Deputy Director of Information Services	D	1	1	105,183
3080	Office Assistant III	1049	1	1	36,216
3126	Office Assistant III - C	1086	1	1	30,304
3110	Office Assistant II	940	1	1	32,418
3138	Telecomm Service Asst II	1342	1	1	44,112
3203	Account Clerk I	889	2	2	26,036
3205	Account Clerk II	986	1	1	26,036
3215	Accountant II	1743	1	1	57,293
3255	Senior Accountant	2036	2	2	133,874
3260	Account Clerk III	1106	5	6	285,679
3265	Principal Accountant	F	1	1	72,923
3623	Program Technician II-C	1416	0	1	39,479
3704	Information Technology Analyst I	1489	3	3	67,293
3705	Information Technology Analyst II	1638	2	2	96,119
3706	Information Technology Analyst III	1932	5	4	438,419
3707	Information Technology Analyst IV	2302	15	15	1,134,826
3708	Senior Information Technology Analyst	2622	8	8	629,604
3709	Network Systems Engineer I	1489	12	12	531,097
3710	Network Systems Engineer II	1638	2	2	53,834
3711	Network Systems Engineer III	1916	7	7	539,440
3712	Network Systems Engineer IV	2302	9	9	751,669
3713	Senior Network Systems Engineer	2622	13	13	1,034,455
3745	Information Technology Analyst III - Conf	1932	3	3	119,014
3746	Information Technology Analyst IV - Conf.	2302	2	2	151,310
3754	Info Technology Business Mgr	F	1	1	80,492
8045	Director of Internal Services/Chief Information Officer	B	1	1	135,851
Subtotal			110	113	\$ 7,582,424
Auto Allowance					6,180

TOTAL REGULAR SALARIES

\$ 7,588,604

RECOMMENDED POSITIONS TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3623	Program Technician II-C	1416	1	\$ 39,479
2291	Staff Analyst I	1597	1	40,542
2293	Staff Analyst III	2048	1	51,944
3260	Account Clerk III	1106	1	33,723
2376	Internal Services Division Manager	D	1	84,825
Cost of Adding Positions			5	\$ 250,513

Internal Services Department - Information Technology -- 8905

FILLED POSITION RECOMMENDED FOR DELETION (Effective August 4, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
2209	Administrative Services Assist	1845	<u>-1</u>	\$ 60,660
	Cost of Restoring Filled Position		-1	\$ 60,660

VACANT POSITION RECOMMENDED FOR DELETION (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
3706	Information Technology Analyst III	1932	<u>-1</u>	\$ 63,518
	Cost of Restoring Vacant Posiiton		1	\$ 63,518

ISD - Telecommunications -- 8930

**Telecommunications
BUDGET 8930 and 8931
Internal Service and Equipment Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 348,584	\$ 358,040	\$ 381,727	\$ 23,687	7%
Services and Supplies	3,826,972	3,593,818	2,944,254	(649,564)	-18%
Other Financing Uses	360,651	225,000	225,000	-	0%
General Fixed Assets	98,476	322,500	322,500	-	0%
Total Appropriations	\$ 4,634,682	\$ 4,499,358	\$ 3,873,481	\$ (625,877)	-14%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 7,836	\$ 5,000	\$ 5,000	\$ -	0%
Charges For Services	2,829,032	3,721,858	3,320,981	(400,877)	-11%
Miscellaneous Revenues	218	-	-	-	0%
Other Financing Sources	360,651	225,000	225,000	-	0%
Total Revenues	\$ 3,197,737	\$ 3,951,858	\$ 3,550,981	\$ (400,877)	-10%
<u>FUND BALANCE: Increase / (Decrease)</u>	\$ (1,436,945)	\$ (547,500)	\$ (322,500)	\$ (225,000)	41%
Use of Fund Balance to reduce rates	1,338,469	225,000		(225,000)	-100%
Increase/(Decrease-i.e. Use of) Reserve for: Fixed Asset Replacement	98,476	322,500	322,500	-	0%
<u>Budgetary Balance</u>	\$ 0	\$ -	\$ -	\$ (450,000)	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	4	4	4	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

ISD - TELECOMMUNICATIONS – 8930/8931

FUNCTION

The Telecommunications unit provides voice communications through an Internal Service Fund (ISF) structure which operates from two budget organizations, and funds the operation, maintenance, upgrade, and replacement of the County's extensive telephone system. The conversion to the integrated voice and data system, a project in progress for the last two years, replaced most of the aged phone equipment with state of the art equipment capable of processing integrated voice and data transmissions. The employees in this ISF coordinate technical support as requested by customer departments. Budget units 8930 and 8931 operate out of Fund 1080 along with the independent Radio Operations function.

OVERVIEW

The FY 2014-15 Recommended Budget for Telecommunications is \$3,873,481 and represent a 14% (\$625,877) decrease from the FY 2013-14 Adopted Budget. This is a result of decreases in Telephone Charges and maintenance costs from the old legacy system due to the efficiencies of the new Voice Over Internet Protocol (VOIP) system.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The implementation of the VOIP telephone system was completed during FY 2013-14.

Salaries and Benefits

- Salaries and Benefits are recommended at \$381,727 and represent a 7% (\$23,687) increase over the current year. This is attributable to an increase in payroll costs, Retirement Contributions, and Health Insurance Contributions.

Recommended funding includes:

- Account 6100 Regular Salaries at \$191,077 represent a 5% (\$8,505) increase over the current year due to step increases and salary adjustments.
- Account 6350 Unemployment Insurance at \$1,337 represents a 48% (\$1,239) decrease from the current year primarily due to low staff turnover.
- Account 6400 Retirement Contribution at \$117,341 represents a 14% (\$14,206) increase over the current year because of increased retirement rates and compensable salaries.
- Account 6600 Health Insurance Contribution at \$32,248 represents a 10% (\$3,045) increase over the current year due to the increase in County contributions.

Services and Supplies

- Services and Supplies are recommended at \$2,944,254 and represent an 18% (\$649,564) decrease from the current year. This is due to a decrease in Telephone Charges, equipment maintenance cost, building maintenance, hardware and supplies, and operating leases.

Recommended funding includes:

- Account 7042 Countywide Telephone at \$1,419,539 represents a 14% decrease (\$225,000) from current year due to a decrease in operating system costs.

ISD - Telecommunications -- 8930

- Account 7205 Maintenance-Equipment at \$22,500 represents a 26% (\$8,000) decrease from the current year. This reflects the decreasing requirement to maintain the old phone system and the completion of the new VOIP telephone system.
- Account 7294 Professional Services-Contract at \$100,000 represents a 75% decrease (\$300,000) from the current year. This is due to less need for outside contractors to run cabling in County facilities.
- Account 7309 Software at \$268,250 represents a 73% (\$113,000) increase over the current year. This increase is for Integrated Voice Response licenses and support which is more reliant on computerized systems than the old phone system.
- Account 7345 Facilities Services Operations and Maintenance at \$9,293 represents a 92% decrease (\$112,970) from the current year based on current usage trends.
- Account 7355 Rents & Leases Equipment at \$905,503 represents an 11% (\$112,786) decrease from current year. This decrease is a result of fewer new leases being created as the new phone system is completed.
- Account 7415 Trans, Travel & Education at \$11,500 represents a 53% (\$4,000) increase over current year. This increase is to allow employees to attend classes to keep updated with current telecommunications technology.
- Account 7430 Utilities at \$3,700 represent a 49% (\$3,510) decrease from the current year based on current usage trends.
- Account 7565 Countywide Cost Allocation at \$37,445 represents a 16% (\$7,015) decrease from the current year based on the annual calculations done by the Auditor-Controller/Treasurer-Tax Collector.
- Account 7611 Security Services at \$762 represents a 65% (\$1,433) decrease from the current year due to more accurate estimating of projected costs.

Other Charges

- Other Charges at \$225,000 is the same as current year. This pays for the maintenance required on the pieces of aging phone equipment still being used from the legacy system until they are replaced.

Fixed Assets

- Fixed Assets are recommended at \$322,500 the same level as current year. This funding is used to pay for requested new system hardware which will not be leased and is entirely driven by departmental requests. Recommended funding levels generally reflect prior needs.

Moves, Adds, and Changes for Legacy System	\$112,500 – Replacements
Uninterruptable Power Supply Hardware	90,000 – New/Replacements
Increased Capacity Batteries	65,000 – New/Replacements
Integrated Voice Response Backup Server	<u>55,000</u> – New
Total	\$322,500

SUMMARY OF REVENUES

- Revenues are recommended at \$3,550,981 and represent a 10% (\$400,877) decrease from the FY 2013-14 Adopted Budget. In addition, \$322,500 is being used from the fund balance as part of the overall revenue stream. This money comes from the accumulated depreciation account and will be used to fund replacement of portions of the remaining phone network and paging system.

ISD - Telecommunications -- 8930

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3380 – Interest	5,000	5,000	5,000
Total	\$ 5,000	\$ 5,000	\$ 5,000
Acct # - Charges for Services			
5501 – Telephone charges	3,721,858	3,011,643	3,320,981
Total	\$ 3,721,858	\$ 3,011,643	\$ 3,320,981
Acct # - Intrafund			
5953 – Operating Transfer from ISF	225,000	225,000	225,000
Total	\$ 225,000	\$ 225,000	\$ 225,000
Total Revenues	\$ 3,951,858	\$ 3,241,643	\$ 3,550,981

ISD - TELECOMMUNICATIONS - 8930/31

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3080	Telecommunications Services Asst I	1219	1	1	\$ 39,335
3138	Telecommunications Services Asst II	1342	2	2	88,224
3706	Information Technology Analyst III	1932	<u>1</u>	<u>1</u>	<u>63,518</u>
Subtotal			4	4	\$ 191,077
TOTAL REGULAR SALARIES					\$ 191,077

Radio Operations
Budget Units 8932 and 8934
Internal Service and Equipment Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 405,416	\$ 407,945	\$ 439,396	\$ 31,451	8%
Services and Supplies	1,221,576	1,318,021	1,283,014	(35,007)	-3%
Other Charges	44,045	44,045	44,045	-	0%
Operating Transfer Out	-	200,000	200,000	-	0%
General Fixed Assets	20,136	288,000	288,000	-	0%
Total Appropriations	\$ 1,691,173	\$ 2,258,011	\$ 2,254,455	\$ (3,556)	0%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 7,913	\$ 500	\$ 500	\$ -	0%
Charges For Services	1,668,755	1,567,372	1,665,955	98,583	6%
Miscellaneous Revenues	-	2,139	-	(2,139)	-100%
Operating Transfer In	-	200,000	200,000	-	0%
Total Revenues	\$ 1,676,667	\$ 1,770,011	\$ 1,866,455	\$ 96,444	5%
<u>FUND BALANCE: Increase/(Decrease)</u>	\$ (14,505)	\$ (488,000)	\$ (388,000)	\$ (100,000)	20%
Use of Fund Balance for Operation	-	200,000	-	(200,000)	-100%
Use of Fund Balance for Rate Reduction	14,505	-	100,000	-	100%
Use of Fund Balance for Fixed Assets	-	288,000	288,000	-	0%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -		
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	4	4	4	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

ISD - RADIO OPERATIONS – 8932/8934

FUNCTION

The Radio Shop provides radio communications through an Internal Service Fund (ISF) that operates from two budget organizations; and finances the operation, maintenance, upgrade, and replacement of the County's extensive radio communication network. Radio and pager communications are provided for law enforcement agencies, emergency medical services, and other departments that have field operations. Budget units 8932 and 8934 operate out of Fund 1080 along with the independent telecommunications function.

OVERVIEW

The FY 2014-15 Recommended Budget of \$2,254,455 represents a less than 1% (\$3,556) decrease from the FY 2013-14 Adopted Budget. The recommended staffing remains constant at the current level of four positions.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

For multiple years, a prime focus of the Radio Operations division has been to complete all upgrades necessary to meet the Federal Communications Commission narrowband requirements as mandated.

The leasing model created in prior budget years to lease the necessary equipment proved successful and has been expanded to include portable radios. Those leases will be carried forward into FY 2014-15 along with new leases for portable radios. Several dedicated institutional network lines specifically assigned to the Radio Shop have now been accounted for in a separately identified account.

Salaries and Benefits

- Salaries and Benefits recommended at \$439,396 represent an 8% (\$31,451) increase over the current year as a result of increased salaries, overtime, and retirement contributions.

Requested funding includes:

- Account 6100 Regular Salaries at \$230,213 represent a 5% (\$11,423) increase over the current year. Staffing remains constant at four positions. The increase is due to recent changes to salary steps.
- Account 6300 Overtime at \$26,107 represents a 35% (\$6,713) increase over the current year. The need for the network to be fully operational on a 24/7 basis in order to support the needs of law enforcement and emergency medical operations requires the use of overtime. The increase is due to more accurately calculating the expense based on the negotiated labor contract.
- Account 6400 Retirement Contribution at \$94,348 represents a 13% (\$10,893) increase over the current year. This is due primarily to an increase in the Retirement Contribution rate and increases in compensable salaries.
- Account 6550 Workers' Compensation Contribution at \$9,541 represents a 12% (\$1,085) increase based on actual experience.

Services and Supplies

- Services and Supplies recommended at \$1,283,014 represent a 3% (\$35,007) decrease from the current year. This decrease is due to the newly instituted leasing process which replaces aging owned radio network equipment with equipment capable of operating under the narrowband mandate.

Recommended funding includes:

- Accounts 7040 Telephone Charges at \$6,431 represent a 25% (\$1,280) increase over the current year based on actual usage.
- Account 7205 Maintenance-Equipment at \$197,470 represents a 32% (\$92,580) decrease from current year. A separate account has been created in the new budget year to discontinue general household expenses from being applied to this account.
- Accounts 7225 Maintenance-Capital Projects at \$20,000 represent a 100% (\$20,000) increase over the current year. This increase is for the maintenance and repairs to the air conditioning unit and generators as needed.
- Account 7294 Professional & Specialized Services-Contract at \$9,495 represents a 172% (\$6,000) increase over the current year. Additional contracted labor hours are anticipated for antenna installation in FY 2014-15.
- Account 7340 Rents & Leases-Buildings at \$105,137 represents an 18% (\$22,585) decrease from the current year as two anticipated new antenna sites did not materialize.
- Account 7345 Facility Operations and Maintenance at \$34,788 represents a 155% (\$21,171) increase over the current year. This increase reflects a more accurate accounting of the services provided by Facility Services.
- Account 7565 Countywide Cost Allocation at \$10,314 represents a 100% (\$10,314) increase over the current year. In the current year, a recovery of previous charges was included in revenues as part of the cyclical nature of smoothing allocations.

Other Charges

- Other Charges are recommended at \$44,045 and represent no change from the current year. These charges are for depreciation on multiple unique elements of the existing network.

Fixed Assets

- Fixed Assets are recommended at \$288,000 and represent a slight increase in recommended appropriations for network equipment, offset by a reduction related to a one-time project to remove an old antenna tower at Hamilton Yard. This funding is used to pay for necessary changes to the existing network when leasing is not cost effective or available.

Radio Network Equipment\$288,000 Replacement

SUMMARY OF REVENUES

- Revenues are recommended at \$1,866,455 and represent a 5% (\$96,444) increase over the FY 2013-14 Adopted Budget. In addition, \$388,000 is being used from the fund balance as part of the overall revenue stream. The money comes from the accumulated depreciation account and is used to fund replacement of aging network equipment. It will also be used to return \$100,000 in reduced rates to user departments and is supported by the Auditor-Controller/Treasurer-Tax Collector's office.

ISD - Radio Operations -- 8932

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3380 – Interest	500	500	500
Total	\$ 500	\$ 500	\$ 500
Acct # - Charges for Services			
5060 – Other charges for current services	1,467,372	1,515,076	1,665,955
Total	\$ 1,467,372	\$ 1,515,076	\$ 1,665,955
Acct # - Miscellaneous Revenues			
5800 – Credit from A-87	2,139	0	0
Total	\$ 2,139	\$ 0	\$ 0
Acct # - Intrafund			
5953 – Op Trans in from ISF	200,000	200,000	200,000
Total	\$ 200,000	\$ 200,000	\$ 200,000
Total Revenues	\$ 1,670,011	\$ 1,715,576	\$ 1,866,455

ISD - Radio Operations -- 8932

ISD - RADIO OPERATIONS - 8932/34

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1114	Telecommunications Systems Manager	E	1	1	\$ 76,578
5348	Telecommunications Technician	1558	<u>3</u>	<u>3</u>	<u>153,635</u>
Subtotal			4	4	\$ 230,213
TOTAL REGULAR SALARIES					\$ 230,213

**PeopleSoft Operations
BUDGET 8933
Internal Service Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 162,477	\$ 145,199	\$ 167,269	\$ 22,070	15%
Services and Supplies	2,393,037	2,851,401	2,730,839	(120,562)	-4%
Total Appropriations	\$ 2,555,514	\$ 2,996,600	\$ 2,898,108	\$ (98,492)	-3%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 6,046	\$ -	\$ -	\$ -	0%
Charges For Services	2,773,083	2,756,508	2,658,835	(97,673)	-4%
Other Financing Sources	249,077	240,092	239,273	(819)	0%
Total Revenues	\$ 3,028,206	\$ 2,996,600	\$ 2,898,108	\$ (98,492)	-3%
<u>Fund Balance: Increase/(Decrease)</u>	\$ (472,693)	\$ -	\$ -	\$ -	0%
Use of Fund Balance for Operations	-	-		-	0%
Use of Fund Balance for Rate Reduction					0%
Use of Fund Balance for Fixed Assets	-	-		-	0%
<u>Budgetary Balance</u>	\$ (472,693)	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	1	1	1	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

ISD - PEOPLESOFT OPERATIONS – 8933

FUNCTION

PeopleSoft Operations is an Internal Service Fund (ISF), managed by Internal Services Department (ISD), that provides for the maintenance, operation, and technical support of the enterprise wide Human Resources Management and Financial Management Information Systems. The Human Resources system provides tracking, reporting, and control of personnel information, time and labor, calculation of payroll, calculation of related payroll taxes, and other issues in support of the County's biweekly payroll. The Financial Management system processes county financial activity for the general ledger, accounts receivable, accounts payable, purchasing, and fixed assets. The system also includes the Budget Planning module which is used in creating the annual departmental budgets and hence the overall comprehensive county budget. This PeopleSoft Operations budget unit is used to accurately allocate the costs of operation of this enterprise wide system to all users. As an ISF, costs associated with the operation, maintenance, technical support, and system upgrades of the enterprise wide PeopleSoft system will be recovered in a fair and equitable manner. Budget unit 8933 operates out of and solely comprises Fund 1030.

OVERVIEW

The FY 2014-15 Recommended Budget for PeopleSoft Operations is \$2,898,108 and represents a 3% (\$98,492) decrease from the FY 2013-14 Adopted Budget. The staffing level remains unchanged at one position and because of the single position, there are no salary savings.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

An additional \$20,000 is recommended for consultant services in anticipation of planned upgrades to the software systems.

Salaries and Benefits

- Salaries and Benefits recommended at \$167,269 represent a 15% (\$22,070) increase over the current year primarily due to an increase in Overtime costs and Retirement Contributions. The staffing level remains at one position.

Recommended funding includes:

- Account 6100 Regular Salaries represents a 4% (\$3,007) increase over the current year. There are no salary savings because there is only one position.
- Account 6300 Overtime represents a 100% (\$12,301) increase over the current year. The requirement for PeopleSoft to be fully operational requires additional work hours to meet department needs. This item has not been previously budgeted as the former incumbent was not eligible for overtime and the current incumbent, at a lower classification, is eligible.
- Account 6400 Retirement Contribution represents a 12% (\$5,844) increase over the current year based on rates provided.

Services and Supplies

- Services and Supplies recommended at \$2,730,839 represent a 4% (\$120,562) decrease from the current year due to an anticipated reduction in Data Processing Services and Audit Expenses for the FY 2014-15.

Recommended funding includes:

- Account 7295 Professional & Specialized Services represent a 4% (\$20,000) increase over the current year. This is due to additional budgeting for consulting work for planned upgrades.
- Account 7296 Data Processing Services represent a 13% (\$150,271) decrease from the current year. This is due primarily to a reorganization of IT services provided to PeopleSoft Operations.
- Account 7418 Technical Training represents a 268% (\$32,200) increase over the current year. This increase is to allow for continued PeopleSoft training, a vital tool to provide more effective and efficient service. This budget administers the training agreements for the County and other departments reimburse this budget as appropriate.
- Account 7565 Countywide Cost Allocation represents a 32% (\$25,147) decrease from the current year based on the cyclical nature of annual allocation process.

SUMMARY OF REVENUES

- Revenues are recommended at \$2,898,108, a 3% (\$98,492) decrease from the FY 2013-14 Adopted Budget and includes an Operating Transfer In from Org 2540, Interest and Miscellaneous Expenditures, for costs related to school and cemetery districts which are precluded by State codes from reimbursing the County for financial system activities and costs.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Charges for Services			
5064 – Data Processing Services	2,756,508	2,757,500	2,658,835
Total	\$ 2,756,508	\$ 2,757,500	\$ 2,658,835
Acct # - Other Financing Sources			
5950 – Operating Transfer In From General Fund	240,092	240,093	239,273
Total	\$ 240,092	\$ 240,093	\$ 239,273
Total Revenues	\$ 2,996,600	\$ 2,997,593	\$ 2,898,108

ISD - PEOPLESOFT OPERATIONS - 8933

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3747	Sr. InfoTechnology Analyst - Conf.	2622	<u>1</u>	<u>1</u>	<u>\$ 86,214</u>
Subtotal			1	1	\$ 86,214
TOTAL REGULAR SALARIES					\$ 86,214

ISD - Facility Services -- 8935

**Facility Services
BUDGET 8935
Internal Service Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 7,283,740	\$ 8,227,305	\$ 8,464,564	\$ 237,259	3%
Services and Supplies	16,111,043	20,390,396	19,642,682	(747,714)	-4%
Other Financing Uses	1,302,209	1,310,313	1,307,275	(3,038)	0%
Total Appropriations	\$ 24,696,992	\$ 29,928,014	\$ 29,414,521	\$ (513,493)	-2%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 112,796	\$ 157,312	\$ 188,109	\$ 30,797	20%
Intergovernment Revenues - St	461,332	442,080	515,640	73,560	17%
Charges For Services	23,890,604	31,653,725	30,661,691	(992,034)	-3%
Miscellaneous Revenues	192,569	29,470	-	(29,470)	-100%
Total Revenues	\$ 24,657,300	\$ 32,282,587	\$ 31,365,440	\$ (917,147)	-3%
<u>Revenues(Over)/Under Expenses</u>	\$ 39,692	\$ (2,354,573)	\$ (1,950,919)	\$ 403,654	-17%
(Decrease) to Fund Balance	(39,692)	-	-	-	0%
Increase to Fund Balance	-	2,354,573	1,950,919	(403,654)	-17%
	-	-	-	-	0%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ -	
	Budgeted	Current	Recommended	Increase/ (Decrease)	
	2012-13	2013-14	2014-15		
Position Summary	99	110	110	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

ISD - FACILITY SERVICES – 8935

FUNCTION

Facility Services is responsible for the mechanical, electrical, structural, and custodial maintenance of County-owned facilities. In addition to routine and preventive maintenance, remodeling and modifications to County facilities, Facility Services provides computer cabling and furniture moves as requested by County departments.

OVERVIEW

The FY 2014-15 Recommended Budget of \$29,414,521 reflects a 2% (\$513,493) decrease from the FY 2013-14 Adopted Budget. The decrease is primarily due to an anticipated reduction in Job Order Contracting (JOC) contracts for FY 2014-15. JOC contracts are a direct chargeback to departments. Staffing is recommended at the current level of 110 positions. No salary savings were included in the recommended budget.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits recommended at \$8,464,564 represent a 3% (\$237,259) increase over the current year primarily due to adding staff in FY 2013-14 to reduce the reliance on extra-help. Staffing is recommended at the current year level of 110 positions.

Recommended funding includes:

- Account 6100 Regular Salaries at \$4,259,250 represents a 9% (\$358,751) increase over the current year primarily due to the addition of permanent positions.
- Account 6200 Extra-Help at \$0 represents a 100% (\$397,768) decrease from the current year due to the addition of permanent positions.
- Account 6350 Unemployment Insurance at \$9,679 represents a 42% (\$6,963) decrease from the current year based on recent experience.
- Account 6400 Retirement Contribution at \$2,439,631 represents a 13% (\$273,541) increase over the current year primarily due to the addition of permanent positions.
- Account 6600 Health Insurance Contribution at \$747,120 represents a 6% (\$48,844) net decrease from the current year due to adjustments in health premiums and dependent care coverage, offset by the addition of permanent positions.

Services and Supplies

- Services and Supplies at \$19,642,682 represent a 4% (\$747,714) decrease from the current year primarily due to decreases in Household Expense, Maintenance - Building & Grounds, and Professional & Specialized Services.

Recommended funding includes:

- Account 7070 Household Expense at \$620,000 represents an 11% (\$80,000) decrease from the current year. The decrease is based on current and prior year actual expenditures.
- Account 7101 Liability Insurance at \$169,841 represents a 21% (\$29,883) increase over the current year due to increases in the division's seven year experience rating.

ISD - Facility Services -- 8935

- Account 7175 Insurance-Other at \$317,426 represents a 10% (\$33,789) decrease from the current year based on a decrease in the division's seven year experience rating.
- Account 7205 Maintenance-Equipment at \$1,479,749 represents a 3% (\$41,314) decrease from the current year. The decrease reflects an amount more in line with actual and estimated expenditures for the current year.
- Account 7220 Maintenance-Buildings & Grounds at \$1,339,730 represents a 7% (\$94,749) decrease from the current year. The decrease reflects an amount more in line with actual and estimated expenditures for the current year.
- Account 7295 Professional & Specialized Services at \$3,481,218 represents an 18% (\$749,387) decrease from the current year. The decrease is primarily due to an anticipated reduction in JOC contracts for FY 2014-15.
- Account 7296 Data Processing Services at \$706,250 represents a 13% (\$83,804) increase over the current year primarily due to Internal Service Department administrative and business office costs more in line with actual expenditures estimated for the current year.
- Account 7416 Transportation & Travel County Garage at \$391,450 represents a 12% (\$42,861) increase over the current year primarily due to the replacement of assigned vehicles resulting in increased costs for depreciation.
- Account 7565 Countywide Cost Allocation at \$114,356 represents a 78% (\$50,207) increase over the current year based on the annual distribution of general government costs as calculated by the Auditor-Controller/Treasurer-Tax Collector.

Other Charges

- Other Charges at \$1,307,275 represent less than a 1% (\$3,038) decrease from the current year.

Recommended funding includes:

- Account 7905 Operating Transfer Out to Debt Service Fund at \$1,307,275 represents less than a 1% (\$3,038) decrease from the current year. The largest portion of the debt (86%) was to pay for the 2004 energy project for the power plant that services the jail, Hall of Records, and Sheriff's Administration buildings. A smaller portion of the debt (14%) was to pay for the Plaza boiler retrofit and lighting upgrades. Annual cost is based on the payment schedule provided in the debt service documents and is included in the Debt Service Org 0124 recommended budget.

SUMMARY OF REVENUES

- Revenues are recommended at \$31,365,440, a 3% (\$917,147) decrease from the current year. The decrease is primarily due to a decrease in Charges for Services. Significant changes by specific revenue source are noted below.
- State-Other revenue is recommended at an increase primarily due to higher utility costs and an increase in requests for services by the Administrative Office of the Courts (AOC). Revenue from the AOC is for utilities and facility operation and maintenance services provided to the Juvenile Delinquency Court and utilities provided to the Main Courthouse. The budgeted amount is based on actual expenditures for the current year.
- Charges for Services are recommended at a decrease from current year due to an anticipated reduction in JOC contract revenue for FY 2014-15. JOC Contracts are a direct chargeback to departments.
- Miscellaneous Revenues in FY 2012-13 and FY 2013-14 primarily recognize insurance reimbursements for property losses. None are estimated for FY 2014-15.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3404 – Other Rental of Bldgs & Land	157,312	157,312	188,109
Total	\$ 157,312	\$ 157,312	\$ 188,109
Acct # - Intergovernment Revenues – State			
3575 – State - Other	442,080	442,080	515,640
Total	\$ 442,080	\$ 442,080	\$ 515,640
Acct # - Charges for Services			
4900 – Dept Energy Debt Service	1,417,466	1,417,466	1,392,248
5046 – Interfund Utilities Reimb	11,515,964	11,196,414	10,978,663
5060 – Other Charges for Curr Services	18,720,295	17,128,007	18,290,780
Total	\$ 31,653,725	\$ 29,741,887	\$ 30,661,691
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	29,470	20,760	0
Total	\$ 29,470	\$ 20,760	\$ 0
Total Revenues	\$ 32,282,587	\$ 30,362,039	\$ 31,365,440

ISD - FACILITY SERVICES - 8935

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3110	Office Assistant II	1033	1	1	\$ 35,172
3080	Office Assistant III	1049	1	1	36,216
3160	Secretary IV	1419	1	1	44,595
3440	Stock Clerk II	933	1	1	29,586
5050	Maintenance Janitor	970	8	8	243,896
5055	Janitor	942	45	45	1,227,307
5061	Supervising Janitor	1124	3	3	104,197
5201	Maintenance Services Supervisor	2067	3	3	182,685
5202	Building Maintenance Engineer	1563	11	11	508,735
5230	Facility Services Manager	E	1	1	80,727
5231	Facility Services Supervisor	2349	1	1	74,494
5303	Floor Installer	1320	1	1	41,880
5315	Maintenance Carpenter	1614	2	2	89,072
5325	Maintenance Painter	1502	3	3	135,623
5326	Maintenance Plumber	1680	9	9	457,403
5327	Maintenance Electrician	1614	6	6	301,681
5328	Locksmith	1614	3	3	153,633
5330	Air Conditioning Mechanic	1680	9	9	441,273
5375	Building Maintenance Specialist	2032	1	1	71,075
Subtotal			110	110	\$ 4,259,250
TOTAL REGULAR SALARIES					\$ 4,259,250

ISD - Fleet Services -- 8910

Fleet Services
BUDGET 8910 and 8911
Internal Service and Equipment Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 2,512,237	\$ 2,677,584	\$ 2,845,758	\$ 168,174	6%
Services and Supplies	7,882,519	9,671,636	9,477,304	(194,332)	-2%
Other Charges	2,114,478	2,595,659	-	(2,595,659)	-100%
General Fixed Assets	3,377,105	3,589,000	4,519,121	930,121	26%
Total Appropriations	\$ 15,886,339	\$ 18,533,879	\$ 16,842,183	\$ (1,691,696)	-9%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 80,405	\$ -	\$ 70,900	\$ 70,900	100%
Charges For Services	10,885,192	15,051,344	13,243,192	(1,808,152)	-12%
Miscellaneous Revenues	157,867	75,000	57,750	(17,250)	-23%
Other Financing Sources	1,475,118	1,702,500	2,286,366	583,866	34%
Residual Equity Transfers (In)	155,193	115,000	537,755	422,755	368%
Total Revenues	\$ 12,753,775	\$ 16,943,844	\$ 16,195,963	\$ (747,881)	-4%
<u>Revenues(Over)/Under Expenses</u>	\$ 3,132,564	\$ 1,590,035	\$ 646,220	\$ (943,815)	-59%
Increase/ (Decrease) in Fund Balance	(335,647)	181,465	153,200	(28,265)	-16%
Increase/(Decrease-i.e. Use of) Reserve for: Fixed Asset Replacement	(2,796,917)	(1,771,500)	(799,420)	972,080	-55%
<u>Budgetary Balance</u>	\$ -	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	30	30	30	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

ISD – FLEET SERVICES – 8910/8911

FUNCTION

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. Transportation services are provided through a central motor pool.

OVERVIEW

The FY 2014-15 Recommended Budget of \$16,842,183 reflects a 9% (\$1,691,696) decrease in appropriations and 4% (\$747,881) decrease in revenues from the FY 2013-14 Adopted Budget. The decrease is due primarily to a change in methodology for depreciation expense budgeting. This change, with the concurrence of the Auditor-Controller/Treasurer-Tax Collector (AC/TTC), was implemented as it was determined that depreciation expense should not be a budget item as it requires no cash outlay and thereby does not require the use of approved appropriations. This change in methodology decreased recommended appropriations for depreciation expense by \$2,595,659. In the current year estimated depreciation revenue was budgeted based on the total estimated depreciation expense for the year. A total of \$799,420 is being used from the replacement reserves fund balance as part of the overall revenue stream. A replacement factor is included as a component of charges to users where allowed. Staffing is recommended to remain at the current year level of 30 positions. No salary savings have been used in the recommended budget as a result of minimal staff turnover.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits recommended at \$2,845,758 represent a 6% (\$168,174) increase over the current year due to step and salary adjustments. Staffing is recommended at the current year level of 30 positions.

Recommended funding includes:

- Account 6100 Regular Salaries represents a 4% (\$59,723) increase over the current year due to step and salary adjustments.
- Account 6200 Extra-Help represents a 54% (\$36,115) increase over the current year due to a projected need for extra-help to assist with fluctuating workloads.
- Account 6350 Unemployment Insurance represents an 80% (\$8,092) decrease from the current year based on recent experience.
- Account 6400 Retirement Contribution represents a 12% (\$89,213) increase over the current year due to an increase in retirement rates and higher compensable salaries.
- Account 6550 Workers' Compensation Contribution represents an 8% (\$10,994) decrease reflecting recent experience.

Services and Supplies

- Services and Supplies recommended at \$9,477,304 represent a 2% (\$194,332) decrease from the current year primarily due to decreases in projected work to be sent to outside vendors for vehicle maintenance and a reduction in the number of Global Positioning System (GPS) units expected to be purchased for the GPS vehicle monitoring program requested by departments.

Recommended funding includes:

- Account 7205 Maintenance–Equipment represents a 16% (\$207,000) decrease from the current year primarily due to an anticipated reduction in auto shop work to be sent to outside vendors.
- Account 7220 Maintenance–Buildings & Grounds-Contracts represent an 81% (\$18,882) decrease from the current year primarily due to an anticipated reduction in grounds maintenance services.
- Account 7275 Inventory Purchases represent a 25% (\$131,400) increase over the current year to increase the level of inventoried items to improve efficiency and reduce the time a vehicle is in the shop for maintenance by having more parts available on-hand.
- Account 7309 Computer Service Software represents a 61% (\$172,566) decrease from the current year primarily due to reducing the equipment to be purchased for the GPS program and, as a result, reducing the costs associated with establishing this program.
- Account 7345 Facility Services Operations and Maintenance represents a 45% (\$39,298) decrease from the current year due to a reduction in projected facility service needs.
- Account 7355 Operating Leases Equipment represents a 10% (\$11,983) decrease from the current year primarily due to a reduction in projected use of the contract rental car program available to County departments for occasional vehicle needs.
- Account 7430 Utilities expense represents an 81% (\$24,916) increase over the current year reflecting actual usage and cost in excess of current year estimates.
- Account 7565 Countywide Cost Allocation expense represents a 100% (\$120,925) increase over the current year adopted budget as the current year received a refund posted to revenues. Fluctuations in allocation occur annually as calculated by the Auditor-Controller/Treasurer-Tax Collector.

Other Charges

- Other Charges recommended at \$0 represent a 100% (\$2,595,659) decrease from the current year primarily due to a change in methodology of not budgeting for depreciation expense as was done in previous years. This change was implemented with the concurrence of the AC/TTC.

Fixed Assets

- Fixed Assets, recommended at \$4,519,121, represent a 26% (\$930,121) increase over the current year primarily due to an increase in planned purchases of Heavy Duty equipment and vehicles on behalf of the departments of Public Works and Planning-Road Fund and Social Services to replace aging vehicles and equipment.

(60) Light Duty Vehicles \$1,210,000 Replacement User Departments

(8) Heavy Duty Equipment \$375,000 Replacement-User Departments

(3) Totally Damaged Vehicles \$75,000 Replacement

(2) CARB Retrofits (Heavy Duty) \$45,000 Emission Standards Compliance

(22) Vehicles (56107001) \$537,755 Replacement – DSS

(40) Heavy Duty Equipment (Road Fund) . \$2,276,366 Replacement – PW&P

SUMMARY OF REVENUES

- Revenues are recommended at \$16,195,963, a 4% (\$747,881) decrease from the current year primarily due to a change in methodology regarding vehicle depreciation revenue included in Charges for Services. In the current year, depreciation revenue was estimated based on the total

ISD - Fleet Services -- 8910

estimated depreciation expense for the year. This change in methodology caused the estimated Charges for Services to decrease \$1,808,152 from the current year. In addition, \$2,814,121 is being recovered directly from user departments for the purchase of vehicles and heavy duty equipment. Further, \$799,420 is being used from the replacement reserve fund balance as part of the overall revenue stream. The replacement reserves fund balance is derived from the collection of depreciation and inflation revenue, sale of fixed assets and the interest earnings on available reserve funds.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3380 - Interest	0	70,886	70,900
Total	\$ 0	\$ 70,886	\$ 70,900
Acct # - Charges for Services			
4921 – Recovery of Co. Wide Cost Alloc	88,574	88,574	0
5040 – Other Cty Dpts Services	694,858	228,850	163,349
5060 – Other Charges For Curr Servs	14,267,912	10,923,936	13,079,843
Total	\$ 15,051,344	\$ 11,241,360	\$ 13,243,192
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	25,000	31,449	12,750
5806 – Loss Recovery - Risk Management	50,000	56,595	45,000
Total	\$ 75,000	\$ 88,044	\$ 57,750
Acct # - Other Financing Sources			
5911 – Sale of Fixed Assets	0	14,645	10,000
5959 – Transfer From Trust Fund	1,702,500	1,702,500	2,276,366
Total	\$ 1,702,500	\$ 1,717,145	\$ 2,286,366
Acct # - Residual Equity Transfer (In)			
5986 – Residual Equity Transfer In	115,000	1,038,520	537,755
Total	\$ 115,000	\$ 1,038,520	\$ 537,755
Total Revenues	\$ 16,943,844	\$ 14,155,955	\$ 16,195,963

ISD - FLEET SERVICES - 8910/11

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1709	Fuel Site Compliance Specialist	1330	1	1	\$ 42,154
3080	Office Assistant III	1153	2	2	70,331
3110	Office Assistant II	1033	1	1	36,216
3160	Secretary IV	1652	1	1	42,441
3410	Fleet Services Parts Specialist	1173	2	2	74,442
5307	Automotive Mechanic	1547	8	8	364,835
5309	Fleet Services Supervisor	2137	2	2	135,520
5313	Heavy Duty Mechanic	1547	6	6	291,112
5331	Master Automotive Mechanic	1983	1	1	62,318
5332	Master Heavy Duty Mechanic	1983	1	1	62,317
5340	Equipment Service Assistant	1124	2	2	67,407
5360	Senior Welder	2046	1	1	64,288
5365	Fleet Services Manager	E	1	1	80,205
5370	Welder	1547	1	1	49,045
Subtotal			30	30	\$ 1,442,631
TOTAL REGULAR SALARIES					\$ 1,442,631

ISD - Graphic Communication Services -- 8920

**Graphic Communication Services
BUDGET 8920
Internal Service Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 995,334	\$ 1,043,130	\$ 1,138,622	\$ 95,492	9%
Services and Supplies	2,174,222	2,182,038	2,383,847	201,809	9%
Other Charges	3,211	6,423	8,523	2,100	33%
Total Appropriations	\$ 3,172,766	\$ 3,231,591	\$ 3,530,992	\$ 299,401	9%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ (4,609)	\$ -	\$ -	\$ -	0%
Charges For Services	3,164,454	2,922,691	2,874,867	(47,824)	-2%
Miscellaneous Revenues	529,913	571,059	730,567	159,508	28%
Total Revenues	\$ 3,689,759	\$ 3,493,750	\$ 3,605,434	\$ 111,684	3%
<u>Revenues(Over)/Under Expenses</u>	\$ (516,992)	\$ (262,159)	\$ (74,442)	\$ 187,717	-72%
	-	-	-	-	0%
Increase to Fund Balance	516,992	262,159	74,442	(187,717)	-72%
	-	-	-	-	0%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	16	16	16	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

ISD - GRAPHIC COMMUNICATION SERVICES – 8920

FUNCTION

Graphic Communication Services processes outgoing County U.S. postal mail and provides the Countywide messenger mail 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 FY 2014-15 Recommended Budget of \$3,530,992 reflects a 9% (\$299,401) increase in appropriations and a 3% (\$111,684) increase in revenues over the FY 2013-14 Adopted Budget. Staffing is recommended to remain at the current level of 16 positions. No salary savings have been used because of the small staff and low turnover.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits recommended at \$1,138,622 represent a 9% (\$95,492) increase over the current year primarily due to increases in Regular Salaries, Retirement Contributions, and Workers' Compensation Contributions. Staffing is recommended at the current level of 16 positions.

Recommended funding includes:

- Account 6100 Regular Salaries at \$535,065 represent a 6% (\$28,481) increase over the current year primarily due to step and salary increases.
- Account 6350 Unemployment Insurance at \$1,873 represents a 76% (\$6,014) decrease from the current year based on recent experience.
- Account 6400 Retirement Contributions at \$312,870 represent a 14% (\$38,727) increase over the current year due to increased retirement rates.
- Account 6550 Workers' Compensation Contribution at \$138,783 represents a 64% (\$54,092) increase over the current year due to the division's seven year experience rating.
- Account 6600 Health Insurance at \$107,053 represents a 16% (\$20,975) decrease from the current year due to adjustments in employer contributions, level of employee participation, and dependent care coverage.

Services and Supplies

- Services and Supplies recommended at \$2,383,847 represent a 9% (\$201,809) increase over the current year primarily due to increases in Liability Insurance, Data Processing Services, and the Countywide Cost Allocation.

Recommended funding includes:

- Account 7101 Liability Insurance at \$27,530 represents a 290% (\$20,467) increase over the current year due to increases in the division's seven year experience rating.
- Account 7296 Data Processing Services at \$106,493 represent a 60% (\$39,799) increase over the current year due to establishing a budget for business office support costs that is more reflective of actual service provided during the year.

ISD - Graphic Communication Services -- 8920

- Account 7345 Facility Operations & Maintenance at \$32,510 represents a 16% (\$4,600) increase over the current year primarily due to an increase in the forecasted costs of services provided to Graphic Communication Services by Facility Services.
- Account 7416 Transportation & Travel County Garage at \$100,755 represents a 13% (\$11,702) increase over the current year primarily due to the replacement of an assigned vehicle resulting in increased costs for depreciation.
- Account 7430 Utilities at \$29,071 represent a 23% (\$8,819) decrease from the current year based on actual usage.
- Account 7565 Countywide Cost Allocation at \$137,626 represents a 100% (\$137,626) increase over the current year. In the current year, a refund was included in estimated revenues as a result of the annual allocation smoothing process by the Auditor-Controller/Treasurer-Tax Collector.

Other Charges

- Other Charges at \$8,523 represent a 33% (\$2,100) increase over the current year due to an increase in Depreciation Office Furniture & Equipment.

Recommended funding includes:

- Account 7893 Depreciation Office Furniture & Equipment at \$2,100 represents a 100% (\$2,100) increase over the current year due to the transfer of the Boardroom audio equipment, previously depreciated in the Radio budget, to Graphic Communication Services.

SUMMARY OF REVENUES

- Revenues at \$3,605,434 represent a 3% (\$111,684) increase over the current year primarily due to an increase in projected revenue resulting from the recovery of costs for messenger services provided to user departments. Despite a projected increase in postage costs, revenue from Postage Charges is expected to decline due to lower volume estimates.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Charges for Services			
5048 – Postage Charges	1,607,328	1,626,247	1,551,930
5060 – Other Charges for Current Services	1,241,114	1,241,114	1,322,937
Total	\$ 2,848,442	\$ 2,867,361	\$ 2,874,867
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	571,059	585,191	730,567
Total	\$ 571,059	\$ 585,191	\$ 730,567
Acct # - Other Financing Sources			
4921 – Recovery of Co Wide Cost Alloc	74,249	74,249	0
Total	\$ 74,249	\$ 74,249	\$ 0
Total Revenues	\$ 3,493,750	\$ 3,526,801	\$ 3,605,434

ISD - Graphic Communication Services -- 8920

ISD - GRAPHIC COMMUNICATION SERVICES - 8920

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1152	Graphic Arts Technician II	1298	1	1	\$ 41,201
2217	Graphic Communication Services Manager	H	1	1	66,294
3037	Driver	987	8	8	229,276
3110	Office Assistant II	1033	2	2	64,836
3205	Account Clerk II	1083	1	1	34,010
3535	Offset Equipment Operator II	1002	2	2	63,558
3542	Senior Offset Equipment Operator	1132	1	1	35,890
Subtotal			16	16	\$ 535,065
TOTAL REGULAR SALARIES					\$ 535,065

ISD - Security Services -- 8970

Security BUDGET 8970 Internal Service Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 3,238,943	\$ 3,301,053	\$ 3,890,039	\$ 588,986	18%
Services and Supplies	1,229,156	1,453,883	1,485,041	31,158	2%
Total Appropriations	\$ 4,468,099	\$ 4,754,936	\$ 5,375,080	\$ 620,144	13%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 286,926	\$ 250,000	\$ 275,000	\$ 25,000	10%
Rev From Use of Money & Prop	597,116	614,726	624,726	10,000	2%
Charges For Services	5,028,752	3,944,966	4,225,354	280,388	7%
Miscellaneous Revenues	4,024	-	-	-	0%
Total Revenues	\$ 5,916,818	\$ 4,809,692	\$ 5,125,080	\$ 315,388	7%
<u>Revenues(Over)/Under Expenses</u>	\$ (1,448,719)	\$ (54,756)	\$ 250,000	\$ 304,756	-557%
(Decrease-i.e. Use of) Available Net Assets	-	-	(250,000)	(250,000)	100%
Increase to Fund Balance	1,448,719	54,756	-	-	0%
<u>Budgetary Balance</u>	\$ 0	\$ -	\$ -	\$ 54,756	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	43	53	53	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

ISD - SECURITY – 8970

FUNCTION

The Internal Services Department (ISD) – Security Budget Unit 8970 is an Internal Service Fund (ISF) that is responsible for the physical security of County facilities and employees. Security administers the County parking program, which includes enforcement of parking regulations in all County parking areas. Other services provided by Security include centralized County identification badge services and administration of the County's security access control system.

OVERVIEW

The FY 2014-15 Recommended Budget of \$5,375,080 reflects a 13% (\$620,144) increase in appropriations and a 7% (\$315,388) increase in estimated revenues over the FY 2013-14 Adopted Budget. The increase is primarily due to increasing the number of permanent staff in FY 2013-14 to decrease the reliance on extra-help. In addition, the FY 2014-15 Recommended Budget includes a use of retained earnings of \$250,000 resulting from the collection of charges for services in surplus of operating expenses and establishment of a fully-funded 60-day working capital reserve. The use of retained earnings benefit County departments through a reduction in the rates charged for Security services. Staffing is recommended at the current year level of 53 positions. No salary savings are included in the recommended budget.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits recommended at \$3,890,039 represent an 18% (\$588,986) increase over the current year due to an increase in permanent positions in FY 2013-14 to reduce the reliance on extra-help. Staffing is recommended at the current year level of 53 positions.

Recommended funding includes:

- Account 6100 Regular Salaries represent a 22% (\$323,482) increase over the FY 2013-14 Adopted Budget due to increased salaries from step increases and promotions and the addition of 10 permanent positions.
- Account 6200 Extra-Help represents a 12% (\$44,756) decrease from the current year due to a reduced need for extra-help resulting from the increase in permanent staff.
- Account 6350 Unemployment Insurance represents an 83% (\$19,178) decrease from the current year based actual experience.
- Account 6400 Retirement Contribution represents a 31% (\$241,205) increase over the current year due to an increase in retirement rates and compensable salaries resulting from the increase in permanent staff.
- Account 6550 Workers' Compensation Contribution represents a 92% (\$66,549) increase over the current year primarily due to an overall increase in the division's seven year experience rating.
- Account 6600 Health Insurance Contribution represents a 9% (\$29,921) increase over the current year due to increased health insurance contributions from the addition of permanent positions that are eligible for health insurance benefits.

Services and Supplies

- Services and Supplies recommended at \$1,485,041 represent a 2% (\$31,158) increase over the current year primarily due to the cumulative effect of planned fire alarm and vehicle replacements along with anticipated purchases of safety equipment for security officers.

Recommended funding includes:

- Account 7205 Maintenance-Equipment represents a 20% (\$50,000) increase over the current year primarily due to estimated increases in vendor costs resulting from alarm monitoring and maintenance and also due to anticipated fire alarm replacements during the fiscal year.
- Account 7295 Professional & Specialized Services represent an 80% (\$210,517) decrease from the current year primarily due to reallocating costs associated with increased security at Courthouse Park to Salaries and Benefits rather than this account.
- Account 7296 Data Processing Services represent a 23% (\$34,893) increase over the current year primarily due to Internal Service Department administrative and business office costs more in line with actual expenditures estimated for the current year.
- Account 7385 Small Tools & Instruments represent a 336% (\$47,000) increase over the current year primarily due to the planned purchase of body armor for all security officers.
- Account 7415 Trans & Travel County Garage represents a 34% (\$75,683) increase over the current year primarily due to the planned replacement of multiple assigned vehicles which will result in increased costs for depreciation.
- Account 7565 Countywide Cost Allocation represents a 100% (\$69,180) increase over the current year adopted budget as the current year received a refund included in revenues due to the cyclical nature of annual Countywide cost allocation calculations.

SUMMARY OF REVENUES

- Revenues are recommended at \$5,125,080 and represent an overall 7% (\$315,388) increase over the current year. The recommended increase is primarily due to an increase in projected revenue for Security services provided to County departments. In addition, \$250,000 is being used from the Security fund balance as part of the overall revenue stream. The use of this Security fund balance helps mitigate increased costs to customer departments and resulted in an overall decrease in the FY 2014-15 Security labor and access control rates.
- In addition, recovery of Countywide cost allocation is decreased to zero and is being charged as an expense for FY 2014-15 based on the Auditor-Controller/Treasurer-Tax Collector annual process.

ISD - Security Services -- 8970

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3296 – Vehicle Code Fines/Parking	250,000	250,837	275,000
Total	\$ 250,000	\$ 250,837	\$ 275,000
Acct # - Revenue from the Use of Money			
3380 – Interest	0	16,395	10,000
3401 – County Parking Facilities	614,726	637,229	614,726
Total	\$ 614,726	\$ 653,624	\$ 624,726
Acct # - Charges for Services			
4921 – Recovery of Co Wide Cost Alloc	59,650	59,648	0
5040 – Other Cty Dpts Services	3,885,316	4,634,400	4,225,354
Total	\$ 3,944,966	\$ 4,694,048	\$ 4,225,354
Total Revenues	\$ 4,809,692	\$ 5,598,509	\$ 5,125,080

ISD - SECURITY - 8970

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3080	Office Assistant III	1153	1	1	\$ 36,216
3140	Secretary III	1285	1	1	40,327
5206	Chief of Security	F	1	1	76,577
5236	Supervising Security Officer	1574	2	2	99,891
5237	Security Officer II	1090	32	32	1,044,155
5238	Security Officer I	968	10	10	250,070
5239	Senior Security Officer	1239	6	6	235,854
Subtotal			53	53	\$ 1,783,090
TOTAL REGULAR SALARIES					\$ 1,783,090

ISD - Purchasing -- 0440

**Purchasing
BUDGET 0440
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 924,571	\$ 1,019,825	\$ 1,034,641	\$ 14,816	1%
Services and Supplies	112,424	109,243	143,894	34,651	32%
Total Appropriations	\$ 1,036,995	\$ 1,129,068	\$ 1,178,535	\$ 49,467	4%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 144,045	\$ -	\$ -	\$ -	0%
Charges For Services	379,329	414,136	414,374	238	0%
Miscellaneous Revenues	139,035	120,000	100,000	(20,000)	-17%
Intrafund Revenue	32,146	67,738	67,738	-	0%
Total Revenues	\$ 694,555	\$ 601,874	\$ 582,112	\$ (19,762)	-3%
<u>Net County Cost</u>	\$ 342,440	\$ 527,194	\$ 596,423	\$ 69,229	13%

	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)
Position Summary	11	12	12	-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

ISD - PURCHASING – 0440

FUNCTION

Purchasing 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. The County surplus property program and the Cal-Card (credit card) program are also administered by Purchasing.

OVERVIEW

The FY 2014-15 Recommended Budget appropriations of \$1,178,535 reflect a 4% (\$49,467) increase over the FY 2013-14 Adopted Budget due to salary and benefit increases as well as increases for business office and facility support services. The FY 2014-15 Recommended Budget revenues of \$582,112 reflect a 3% (\$19,762) decrease from the FY 2013-14 Adopted Budget primarily due to a decrease in forecasted sales of surplus property. The FY 2014-15 net County cost (NCC) for this department is \$596,423. Staffing is recommended to remain at the current level of 12 positions. No salary savings have been used in calculating Regular Salaries in the recommended budget as a result of limited turnover due to the small number of staff.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits recommended at \$1,034,641 represent a 1% (\$14,816) increase over the current year primarily due to the inclusion of anticipated promotions. Increases are offset by recommended reductions in Extra-Help and health insurance appropriations.

Recommended funding includes:

- Account 6100 Regular Salaries represents a 5% (\$24,915) increase over the current year due to the inclusion of step increases and anticipated promotions.
- Account 6200 Extra-Help represents a 50% (\$14,937) decrease from the current year due to reducing the need for extra-help as a result of being able to handle existing workloads with current staff. Extra-Help staff is used to handle additional specialized procurement requests by user departments and unexpected increases in workloads or special projects.
- Account 6350 Unemployment Insurance represents a 49% (\$576) decrease from the current year based on recent experience.
- Account 6400 Retirement Contribution represents a 10% (\$29,003) increase over the current year due to an increase in retirement rates and higher salaries, which are subject to retirement.
- Account 6600 Health Insurance Contribution represents a 22% (\$21,415) decrease from the current year due to adjustments in health insurance contributions, number of participants and levels of dependent care coverage.

Services and Supplies

- Services and Supplies recommended at \$143,894 represent a 32% (\$34,651) increase over the current year primarily due to projected increases for business office support and facility operations and maintenance costs.

Recommended funding includes:

- Account 7070 Household Expense represents a 116% (\$1,618) increase over the current year due to a projected increase in disposal services resulting from the disposition of surplus property that cannot be sold.
- Account 7266 Interoffice Messenger Mail represents a 22% (\$614) increase over the current year due to an increase in the per stop interoffice messenger rate as established by Graphic Communications.
- Account 7296 Data Processing Services represent a 27% (\$12,252) increase over the current year due to establishing a budget for business office support costs, currently billed to this account by Org 8905 that is more reflective of actual service provided during the year.
- Account 7345 Facility Services Operations and Maintenance represent a 91% (\$19,928) increase over the current year primarily due establishing a budget that is more reflective of actual costs associated with direct service requests.
- Account 7415 Trans, Travel & Education represents a 65% (\$750) decrease from the current year as fewer trainings are planned for FY 2014-15.

SUMMARY OF REVENUES

- Revenues are recommended at \$582,112 and represent a 3% (\$19,762) decrease from the current year primarily due to a decrease in estimated revenue from the sale of surplus property. Current year estimated revenues are from antenna leases atop the Plaza building from the prior year, received in the current year. Those revenues are now recognized in Countywide Revenues Org 0415.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3404 – Other Rental Of Bldgs & Land	0	7,899	0
Total	\$ 0	\$ 7,899	\$ 0
Acct # - Charges for Services			
5040 – Other Cty Dpts Services	414,136	414,630	414,374
Total	\$ 414,136	\$ 414,630	\$ 414,374
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	120,000	103,764	100,000
Total	\$ 120,000	\$ 103,764	\$ 100,000
Acct # - Intrafund			
5990 – Intrafund Revenue	67,738	70,213	67,738
Total	\$ 67,738	\$ 70,213	\$ 67,738
Total Revenues	\$ 601,874	\$ 596,506	\$ 582,112

ISD - Purchasing -- 0440

ISD - PURCHASING - 0440

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2220	Purchasing Manager	E	1	1	\$ 80,205
2230	Buyer I	1189	2	2	87,493
2231	Buyer III	1705	4	4	188,744
2232	Buyer II	1494	1	1	43,746
2294	Senior Staff Analyst	F	1	1	72,923
3080	Office Assistant III	1153	1	1	36,216
3110	Office Assistant II	1033	1	1	32,418
3125	Office Assistant I	837	<u>1</u>	<u>1</u>	<u>28,360</u>
Subtotal			12	12	\$ 570,105
TOTAL REGULAR SALARIES					\$ 570,105

**Department of Public Health
BUDGET 5620
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 43,748,742	\$ 48,631,768	\$ 37,863,723	\$ (10,768,045)	-22%
Services and Supplies	17,722,617	19,586,848	35,455,013	15,868,165	81%
Residual Equity Transfers(Out)	-	18,000	-	(18,000)	-100%
General Fixed Assets	25,530	15,700	-	(15,700)	-100%
Total Appropriations	\$ 61,496,889	\$ 68,252,316	\$ 73,318,736	\$ 5,066,420	7%
<u>Revenues</u>					
Licenses, Permits & Franchises	\$ 62,840	\$ 106,751	\$ 116,751	\$ 10,000	9%
Fines, Forfeitures & Penalties	1,243	10,000	-	(10,000)	-100%
Rev From Use of Money & Prop	373	-	-	-	0%
Intergovernment Revenues - St	6,424,396	7,573,074	6,211,068	(1,362,006)	-18%
Intergovernment Rev-Federal	12,415,917	13,372,316	13,499,345	127,029	1%
Charges For Services	11,902,377	14,915,504	16,043,154	1,127,650	8%
Miscellaneous Revenues	1,073,799	1,398,059	1,657,505	259,446	19%
Other Financing Sources	25,050,447	25,824,646	31,162,285	5,337,639	21%
Intrafund Revenue	2,095,487	2,555,197	2,131,859	(423,338)	-17%
Total Revenues	\$ 59,026,879	\$ 65,755,547	\$ 70,821,967	\$ 5,066,420	8%
<u>Net County Cost</u>	\$ 2,470,010	\$ 2,496,769	\$ 2,496,769	\$ -	0%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	481	368	368	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PUBLIC HEALTH – 5620

FUNCTION

The mission of the Department of Public Health is to promote, preserve, and protect the health of the community. The department serves four essential public health functions. These functions include healthcare, community health, environmental health, and emergency preparedness and response. These essential functions are carried out through services provided in six divisions including Children's Medical Services, Emergency Medical Services, Community Health, Environmental Health, Public Health Nursing, and Correctional Health, administered through a contract with Corizon. This budget also funds the County's Office of Emergency Services and the County's contract with Liberty Animal Control Services, LLC to provide animal pound, quarantine services, and leash law enforcement.

OVERVIEW

The FY 2014-15 Recommended Budget is recommended at \$73,318,736 and reflects a 7% (\$5,066,420) increase in total appropriations over the FY 2013-14 Adopted Budget with no increase to net County cost. Net County cost is allocated to this budget for: the annual cost for the County's contract with the Liberty Animal Control Services, the cost of medical services provided to Federal inmates housed at the jail, and continued funding for medical costs associated with opening the last floor of the jail. All other costs incurred in this budget are revenue and Realignment offset. Staffing is recommended at 368 positions, the current level which is a decrease of 115 positions from the FY 2013-14 Adopted Budget due to midyear adjustments as a result of contracting jail medical services with Corizon Health, Inc. Salary Savings of 2.54% was included in this budget resulting in a savings of \$533,539 in Regular Salaries and \$414,688 in Retirement Contribution, OASDI, and Health Insurance Contributions. The FY 2014-15 Recommended Budget does not diminish the medical services provided to indigents pursuant to Welfare and Institutions Code Section 17000.

GOAL SETTING

FY 2014-15

Goal: Oversee the successful transfer of jail medical and behavioral health services program from the County to Corizon Health, Inc.

Performance Metric: The department will adhere to the timeline below through the transition of jail medical and behavioral health services to the contracted provider.

- April 2014 - Initiation of the transition team.
- June 2014 -Transition of staffing.
- June 23, 2014 - Initiation of services through Corizon Health.
- July 2014 - Initiation of contract monitoring work plan.
- August 2014 - Continuous Quality Improvement (CQI) process initiated.
- January 2015 - Status Report to the Board of Supervisors and community partners.
- January 2015 - Institute for Medical Quality (IMQ) Accreditation.
- June 2015 - First Annual Report to the Board of Supervisors.

Fiscal Goal

FY 2013-14

Goal: Shift Public Health Nursing Realignment funds to more fiscally sustainable activities. The DPH will evaluate those Maternal Child and Adolescent Health (MCAH) activities that have historically been funded with Health Realignment dollars to determine whether a more appropriate funding stream exists.

Outcomes/Results: The evaluation of costs and funding is underway and identification of unnecessary realignment costs have been identified, plans to implement the reductions are under review and will move forward in FY 2014-15. In addition, the division has evaluated all positions for optimization of the Federal Financial Participation match and continues to develop strategies related to fiscal sustainability.

Operational Goal

FY 2013-14

Goal: Implement the operational framework of the Life Course Model. The division of Public Health Nursing will reframe its activities to utilize the Life Course Model to promote optimal health and well-being of women and their families in an effort to increase the health of the overall community. This will be accomplished through direct care services as well as inter and intra agency collaboration working towards policy and systems change

Outcomes/Results: All division staff have been trained on the Life Course perspective, and additional training was given to community perinatal service providers and the UCSF Medical School Obstetrics and Family Practice residents.

The Planning for a Healthy Futures questionnaire is administered by all Public Health Nurses (PHN) working in home visitation programs. The current management information systems database is being updated to include these measures.

Two hospitals (Community Regional Medical Center and Kaiser) have completed the baby friendly assessments and two other hospitals (Saint Agnes Medical Center and Adventist Reedley) have committed to becoming baby friendly and are in the process of working on the assessment. In addition, 185 hospital staff received nurturing in the nutshell training as a part of the baby friendly readiness process.

The division leadership has met regularly to establish a strategic plan and vision; ongoing work, and progress has been made.

Departmental Goal

FY 2013-14

Goal: Increase promotion, preservation, and protection of the community's health. Addressing the needs of women and their families will improve our community for generations to come. The Department of Public Health will provide interventional services to pregnant and parenting women, high-risk infants, and their families.

Outcomes/Results: The Public Health Nursing division has completed an average of 2,781 home visits, 320 phone calls, and 901 attempted home visits in the first two quarters of the fiscal year. They are on target for reaching the performance metric.

- From 7/1/13–2/25/14 - 36 Perinatal Service provider visits were completed with 133 childcare provider site visits completed.
- From 7/1/13–2/25/14 - 27 Black Infant Health Group sessions were held. Sessions will be held regularly for the remaining part of the fiscal year.
- From 7/1/13-2/25/14 - 154 childcare providers received assistance from a public health nurse and 108 providers and staff attended health and safety trainings given by PHNs.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

On March 25, 2014, an agreement with Corizon Health Inc. was executed for medical and behavioral health services provided at the adult and juvenile detention facilities formerly provided by the County. The agreement with Corizon also includes costs for specialty and emergency care for this population covered through the Master Agreement with Community Regional Medical Centers, funding for the first quarter of the contract is included in the FY 2014-15 Recommended Budget.

Salaries and Benefits

- Salaries and Benefits recommended at \$37,863,723 represent a 22% (\$10,768,045) decrease from FY 2013-14 Adopted Budget due to the transition to contracted services for Correctional Health. Staffing is recommended at 368 positions, a decrease of 115 positions from the FY 2013-14 Adopted Budget.

Recommended funding includes:

- Account 6100 Regular Salaries represent a 23% (\$6,071,249) decrease from current year due to a decrease in staff of 115 positions, offset by salary adjustments and step increases.
- Account 6200 Extra-Help represents a 41% (\$280,576) decrease from current year primarily due to the transition to contracted services for Jail Medical Services.
- Account 6300 Overtime represents an 89% (\$848,573) decrease from current year based on forecasted actual usage due to the transition to contracted services for Jail medical services and the elimination in overtime in the those facilities.
- Account 6400 Retirement Contribution represents a 17% (\$2,495,614) decrease from current year based on a reduction in 115 positions, offset by increased rates and increased salaries.
- Account 6350 Unemployment Insurance represents a 49% (\$24,756) decrease from current year based on actual loss history for the DPH and rates provided by Risk Management.
- Account 6550 Workers' Compensation Contribution represents a 17% (\$115,071) increase over current year based on Risk Management estimates.
- Account 6600 Health Insurance Contribution represents a 22% (\$608,175) decrease from current year based on a decrease in staff of 115 positions.

Services and Supplies

- Services and Supplies recommended at \$35,455,013 represent an 81% (\$15,868,165) increase over FY 2013-14 Adopted Budget primarily due to increased costs for contracted in-custody adult and juvenile Jail Medical Services.

Recommended funding includes:

- Account 7039 Mobile Communications represent a 10% (\$19,759) increase over current year based on rates and actual usage forecasted for FY 2014-15.
- Account 7101 Liability Insurance represents a 16% (\$18,588) decrease from current year based on Risk Management rates for FY 2014-15.
- Account 7235 Medical, Dental, and Laboratory Supplies represent a 78% (\$1,098,179) decrease primarily due to savings realized from supplies no longer required for Correctional Health. Supply costs are now included in the Corizon Agreement.

- Account 7295 Professional and Specialized Services represent a 165% (\$17,143,035) increase over current year due to contracted services for Correctional Health.
- Account 7400 Special Departmental Expense represents a 29% (\$144,624) decrease from current year due to decreased funding in the Housing Opportunity for People with AIDS (HOPWA) program.
- Account 7416 Transportation and Travel–County Garage represents a 19% (\$72,357) increase over current year based on rates provided by the Internal Services Department (ISD) for FY 2014-15 and estimated increases associated with animal control services.

SUMMARY OF REVENUES

- Revenues are recommended at \$70,821,967, an 8% (\$5,066,420) increase over FY 2013-14 Adopted Budget. Significant changes by specific revenue source are noted below.
 - Licenses, Permits and Franchises (\$116,751) represent a 9% (\$10,000) increase over current year due to an accounting shift of revenues from Fines, Forfeitures, and Penalties. These revenues are derived from animal and business license fees paid to Environmental Health, and burial and disinterment fees.
 - Fines, Forfeitures, and Penalties (\$0) represent a 100% (\$10,000) decrease due to an accounting shift of revenues to Licenses, Permits and Franchises.
 - Intergovernment Revenues-State (\$6,211,068) represent an 18% (\$1,362,006) decrease from the current year due primarily to an accounting shift of Children's Medical Services and Community Health revenues to different accounts in this budget. Certain grants for these divisions have been identified as Federal or Federal pass-through funds and the revenue accounts have been corrected for FY 2014-15.
 - Intergovernment Revenues-Federal (\$13,499,345) represent a 1% (\$127,029) increase over current year primarily due to an accounting shift of revenues from State revenue accounts to Federal revenue accounts, and is offset by decreased grant revenues. The Healthy Start grant is reduced in FY 2014-15 and the Community Transformation Grant (CTG) term ends on September 30, 2014. The Centers for Disease Control and Protection has provided notice to discontinue the CTG grant.
 - Charges for Services (\$16,043,154) estimated at an 8% (\$1,127,650) increase due to increased revenues for California Children's Services and Emergency Medical Services Communication Center.
 - Miscellaneous Revenues (\$1,657,505) represent a 19% (\$259,446) increase over current year based on actual trust fund revenues used to fund 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 EMS administration costs, and other miscellaneous trust funds that will be utilized to offset the cost of this budget.
 - Other Financing Sources-Realignment (\$31,162,285) estimated at a 21% (\$5,337,639) increase over FY 2013-14 Adopted Budget as follows:
 - State/Local 1991 Health Realignment (\$24,260,152) represents an increase of \$1,572,030 due to an estimated 8% increase in Vehicle License Fees for FY 2014-15 offset by increased costs for general County overhead as well as a forecasted increase in the cost of the Master Agreement for Indigent and Inmate Medical Care.

Public Health -- 5620

- State/Local 1991 Social Services Realignment (\$1,402,277) represents an increase of \$21,907 based on reimbursement to medical providers in the California Children's Services program.
- State/Local 1991 Mental Health Realignment (\$3,318,389) represents an increase of \$1,366,852 for the Juvenile Justice Center.
- Public Safety Realignment Act of 2011 (AB109) revenue (\$2,181,467) for healthcare provided to AB109 inmates housed at the jail.
- Intrafund Revenues (\$2,131,859) estimated at a 17% (\$423,338) decrease from FY 2013-14 Adopted Budget primarily due to the completion of the Supplemental Nutrition Assistance Education program (SNAP-Ed) agreement with Department of Social Services.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Licenses, Permits, & Franchises			
3155 – Animal Licenses	50,000	40,422	60,000
3192 – Burial & Disinternment Permits	16,751	15,530	16,751
3195 – License & Permit Fees	40,000	14,062	40,000
Total	\$ 106,751	\$ 70,014	\$ 116,751
Acct # - Fines, Forfeitures, & Penalties			
3303 – Civil Fines	10,000	55	0
Total	\$ 10,000	\$ 55	\$ 0
Acct # - Intergovernment Revenues – State			
3503 – Emergency Medical Services-State	394,115	394,115	407,041
3504 – State-Tobacco Prevention Promotion	150,000	97,792	150,000
3505 – California Children Services State Aid	2,080,576	1,800,000	1,840,664
3506 – AIDS Program-State	401,150	401,150	83,023
3525 – Tuberculosis-State	323,254	323,254	323,254
3529 – Immunization-State Aid	472,333	472,333	0
3530 – Other Health-State Aid	3,190,659	2,750,000	2,922,382
3541 – CHDP-Administration	408,604	350,000	427,469
3543 – CHDP Screening-State	49,568	40,000	49,568
3575 – State-Other	102,815	31,986	7,667
Total	\$ 7,573,074	\$ 6,660,630	\$ 6,211,068
Acct # - Intergovernment Revenues – Federal			
4380 – Federal-Other	9,582,973	7,326,036	10,092,282
4382 – MCAH-Federal Maternal Child Health	3,639,343	5,464,494	3,407,063
4383 – MAA-Medi-Cal Administrative Activities	150,000	529,312	0
Total	\$ 13,372,316	\$ 13,319,842	\$ 13,499,345
Acct # - Charges for Services			
4895 – Personnel Services	1,231,526	1,232,526	496,966
4981 – Recording Fees-Health	285,000	368,417	390,000
5007 – Lab Water Testing-Environmental	90,569	96,798	116,864
5010 – Environmental Health Fees	4,852,005	4,150,000	4,852,005
5011 – Milk Inspection Fees	233,290	161,655	183,290
5012 – Soft Serve Ice Cream	40,500	69,212	40,500
5013 – Recreational Health Fees	462,850	444,494	462,850
5014 – Well Permit Fees	365,560	603,636	540,560
5015 – Organized Camps	16,883	14,457	16,883
5027 – Managed Care/Medi-Cal Patient Fees	142,070	105,997	132,070
5033 – Private Pay-Patient Fees	106,982	108,560	97,982
5034 – Insurance Fees-Patient	7,000	1,516	6,000
5036 – Medi-Cal Fees-Patient	6,327,541	5,957,051	6,837,530
5037 – Clinical Lab Tests	20,000	8,457	20,000
5038 – Medicare Fees-Patient	21,000	4,893	20,500
5039 – Other Agencies Services	712,728	839,743	1,829,154

Total	\$ 14,915,504	\$ 14,167,412	\$ 16,043,154
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	1,398,059	1,100,000	1,657,505
Total	\$ 1,398,059	\$ 1,100,000	\$ 1,657,505
Acct # - Other Financing Sources			
5951 – Operating Transfer In From Special Revenue	25,824,646	21,858,568	31,162,285
Total	\$ 25,824,646	\$ 21,858,568	\$ 31,162,285
Acct # - Intrafund			
5990 – Intrafund Revenue	2,555,197	2,200,000	2,131,859
Total	\$ 2,555,197	\$ 2,200,000	\$ 2,131,859
Total Revenues	\$ 65,755,547	\$ 59,376,521	\$ 70,821,967

PENDING FACTORS

In the County of Fresno, the State plan currently is to redirect approximately \$14.7 million in FY 2014-15 Health Realignment as a result of the expansion of Medi-Cal and expected reduced need for indigent care programs. The allocation of Health Realignment to counties was changed in State law and is now based on the Board selected "Cost Savings Formula" that allocates funds based on prior year costs. The formula allocates additional funds to the County based on the actual indigent care costs incurred. However, the formula's design caps the allocation based on historic cost per patient, which has been low in Fresno County due to the fixed cost agreement with Community Regional Medical Center. This cost cap is significantly below the current market rate for medical services. State law allows counties to appeal the cost cap based on special circumstances. The department is in the process of appealing this calculation and if successful, it will result in increased Health Realignment for Fresno County. This budget does not reflect revenues gained from a successful appeal. Negotiations with Department Health Care Services are ongoing and include participants from the department, CAO, Sacramento lobbyist, and Department of Finance.

PUBLIC HEALTH - 5620**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<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	\$ 108,810
1304	Public Health Program Manager	E	1	1	76,284
1310	Division Manager - Public Health	E	3	3	310,803
1311	County Health Officer	E	1	1	135,252
1313	Division Manager - Environmental Health	E	1	1	96,328
1319	Health Education Assistant	1211	6	6	232,882
1320	Health Educator	1733	5	5	288,173
1321	Epidemiologist	2118	3	3	199,097
1323	Mental Health Nurse II	2454	1	1	40,807
1324	Health Education Specialist	1490	15	15	677,595
1327	Nutrition Education Coordinator	1733	1	1	45,058
1330	Senior Emergency Medical Services Specialist	2016	6	6	382,617
1331	Public Health Chemist I	1511	1	1	41,358
1332	Public Health Chemist II	1699	1	1	56,738
1335	Public Health Microbiologist I	1511	1	1	39,980
1340	Public Health Laboratory Assistant I	804	1	1	20,904
1341	Public Health Laboratory Assistant II	950	1	1	31,278
1345	Public Health Nurse I	2147	14	14	805,572
1346	Public Health Nurse II	2454	43	43	3,276,974
1355	Senior Public Health Microbiologist	1980	1	1	65,358
1356	Senior Public Health Chemist	1919	1	1	63,632
1360	Supervising Public Health Nurse	3147	8	8	733,414
1365	Public Health Physician	B	6	6	784,839
1370	Division Manager - Emergency Medical Services	E	1	1	96,850
1380	Emergency Medical Services Specialist	1869	7	7	428,907
1402	Communicable Disease Specialist II	1479	10	10	491,876
1403	Supervising Communicable Disease Specialist	1611	2	2	105,026
1429	Medical Assistant II	942	4	4	115,293
1450	Licensed Vocational Nurse III	1421	2	2	94,516
1451	Head Nurse	3147	1	1	81,822
1455	Health Aide II	866	1	1	28,801
1457	Health Aide I	696	1	1	23,079
1465	Licensed Vocational Nurse I (Step 3)	1168	1	1	30,856
1495	Staff Nurse I	2049	1	1	54,000
1496	Staff Nurse II	2119	2	2	112,861
1497	Staff Nurse III	2454	6	6	455,028
1501	Admitting Interviewer I	947	2	2	50,785
1514	Clinical Laboratory Technologist II	1850	1	1	50,399
1557	Occupational Therapist III	2696	3	3	253,463
1580	Physical Therapist I	2174	1	1	57,568
1583	Physical Therapist III	2696	8	8	686,449
1593	Senior Admitting Interviewer	1282	2	2	85,272
1610	Rehabilitative Therapy Manager	E	1	1	98,591
1635	Therapy Aide	857	3	3	75,863
1655	Environmental Health Aide	1190	0	1	30,940
1670	Admitting Interviewer II	1114	13	13	412,102
1787	Environmental Health Specialist II	1805	31	31	1,813,567
1789	Environmental Health Specialist III	1990	17	17	1,108,267
1791	Supervising Environmental Health Specialist	2382	9	9	703,465
1921	Medical Social Worker I	1612	1	1	41,912
1922	Medical Social Worker II	1904	1	1	63,321
2212	Systems and Procedures Analyst III	2164	4	4	286,549
2240	Senior Systems and Procedures Analyst	2423	1	1	78,450
2292	Staff Analyst II	1774	4	4	204,383

Public Health -- 5620

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2293	Staff Analyst III	2048	9	9	\$ 607,525
2294	Senior Staff Analyst	F	2	2	145,288
2297	Principal Staff Analyst	E	2	2	165,178
3070	Supervising Office Assistant II	1399	5	5	232,634
3080	Office Assistant III	1049	50	50	1,735,412
3081	Office Assistant III - Conf.	1067	1	1	35,485
3110	Office Assistant II	940	11	11	295,417
3125	Office Assistant I	837	2	2	44,457
3142	Secretary I	1049	1	1	28,846
3160	Secretary IV	1291	4	4	171,738
3166	Administrative Secretary - Conf.	1438	1	1	42,054
3203	Account Clerk I	889	4	3	72,109
3205	Account Clerk II	986	2	2	53,093
3215	Accountant II	1743	2	2	110,396
3240	Supervising Account Clerk II	1466	2	2	97,510
3260	Account Clerk III	1106	5	5	183,911
3621	Program Technician II	1393	1	1	46,327
8227	Director of Public Health	B	1	1	129,072
Subtotal			368	368	\$ 20,930,466
Auto Allowance					6,180
Shift Differential					26,400
Bilingual Skill Pay					46,800
Less Salary Savings (2.54%)					(533,539)
TOTAL REGULAR SALARIES					\$ 20,476,307

VACANT POSITION RECOMMENDED FOR DELETION (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
3203	Account Clerk I	889	-1	\$ 23,203
	Cost of Restoring Vacant Position		-1	\$ 23,203

RECOMMENDED POSITION TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
1655	Environmental Health Aide	1190	1	\$ 31,059
	Cost of Adding Position		1	\$ 31,059

Emergency Medical Services -- 5244

Emergency Medical Services BUDGET 5244 Special Revenue Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 1,383,893	\$ 1,361,195	\$ 1,543,668	\$ 182,473	13%
Total Appropriations	\$ 1,383,893	\$ 1,361,195	\$ 1,543,668	\$ 182,473	13%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 1,132,018	\$ 1,302,070	\$ 1,271,679	\$ (30,391)	-2%
Rev From Use of Money & Prop	38,458	59,125	54,956	(4,169)	-7%
Total Revenues	\$ 1,170,476	\$ 1,361,195	\$ 1,326,635	\$ (34,560)	-3%
<u>Revenues (Over)/Under Expenditures</u>	\$ 213,417	\$ -	\$ 217,033	\$ 217,033	100%
(Decrease-Use of) Available Fund Balance	(213,417)	-	(217,033)	(217,033)	100%
Increase/(Decrease-i.e. Use of) Designa- tion for: Capital Projects	-	-	-	-	0%
<u>Budgetary Balance</u>	\$ 0	\$ -	\$ -	\$ -	0%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

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.

OVERVIEW

The FY 2014-15 Recommended Budget of \$1,543,668 represents a 13% (\$182,473) increase in projected appropriations over the FY 2013-14 Adopted Budget. Revenues of \$1,326,635 represent a 3% (\$34,560) decrease from current year. A decrease of available fund balance totaling \$217,033 is included to fund the FY 2014-15 Recommended Budget. There is no net County cost or staffing included in this budget.

SUMMARY OF CAO RECOMMENDATIONS

Services and Supplies

- Services and Supplies recommended at \$1,543,668 represent a 13% (\$182,473) increase over the current year due to an increase in estimated uncompensated care costs of hospitals and physicians based on current year trends.

Recommended funding includes:

- Recommended appropriations of \$1,543,668 will be available to pay physician and hospital claims for emergency care performed in a general acute care hospital 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.
- Distributions of EMS, Proposition 99 funds to providers are calculated after allowing for administrative costs.
- Seventeen percent of the designated penalty assessment revenues must be expended for EMS purposes approved by your Board.
- The EMS Fund statutes specify the percentage allocation of funds for EMS at 58% for physicians, 25% for hospitals, and 17% for discretionary use.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,326,635 which represent a 3% (\$34,560) decrease from the FY 2013-14 Adopted Budget. This projection is based on a comparison of previous fiscal year actuals and current activity of fines collected. Specific changes by revenue accounts are noted below.
 - Fines, Forfeitures, and Penalties (\$1,271,679) represent a 2% (\$30,391) decrease from the current year due to declining projected EMS designated penalty assessments that, by law, are divided into the following sub-accounts: Physicians, Hospitals, and Discretionary Use.
 - Use of Money and Property (\$54,956) represents a 7% (\$4,169) decrease from the current year and includes estimated interest earnings on balances in each of the following subaccounts: Senate Bill 612 Physicians, Hospitals, Discretionary, and Administration. Estimates are based on average receipts for the past four fiscal years.

Emergency Medical Services -- 5244

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3313 – SB 612 Penalty Assessments	1,302,070	1,302,070	1,271,679
Total	\$ 1,302,070	\$ 1,302,070	\$ 1,271,679
Acct # - Revenue from the Use of Money			
3380 – Interest	59,125	59,125	54,956
Total	\$ 59,125	\$ 59,125	\$ 54,956
Total Revenues	\$ 1,361,195	\$ 1,361,195	\$ 1,326,635

County Medical Services -- 5240

County Medical Services BUDGET 5240 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 21,016,772	\$ 21,450,189	\$ 10,630,489	\$ (10,819,700)	-50%
Other Financing Uses	44,961,580	45,624,754	47,845,534	2,220,780	5%
Total Appropriations	\$ 65,978,352	\$ 67,074,943	\$ 58,476,023	\$ (8,598,920)	-13%
<u>Revenues</u>					
Other Financing Sources	\$ 21,016,772	\$ 21,450,189	\$ 10,630,489	\$ (10,819,700)	-50%
Total Revenues	\$ 21,016,772	\$ 21,450,189	\$ 10,630,489	\$ (10,819,700)	-50%
<u>Net County Cost</u>	\$ 44,961,580	\$ 45,624,754	\$ 47,845,534	\$ 2,220,780	5%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

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. 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. Assembly Bill (AB) 118 (2011 Realignment) requires that Vehicle License Fee (VLF) revenues that would have previously gone to the Mental Health account, prior to the implementation of 2011 Realignment, were redirected to fund the CalWORKs Assistance Maintenance-of-Effort (MOE) Account and no longer flow through the County General Fund. This budget recognizes the required deposit into the H&WTF of an amount equal to VLF revenues received by the County General Fund under State/Local Program Realignment.

This budget also includes funding for the County's anticipated costs for indigent healthcare provided through the Medically Indigent Services Program (MISP) and specialty and emergency care for in-custody patients.

OVERVIEW

The FY 2014-15 Recommended Budget of \$58,476,023 represents a 13% (\$8,598,920) decrease in appropriations primarily due to AB 85 legislation and a decrease in projected realignment revenues. Budgeted revenues of \$10,630,489 reflect a 50% (\$10,819,700) decrease from FY 2013-14 Adopted Budget due to a reduction in Health Realignment revenues under AB 85 legislation. A 5% (\$2,220,780) increase in net County cost (NCC) over the FY 2013-14 Adopted Budget reflects the growth in VLF Realignment Base.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

This budget reflects significant changes in both delivery of care and funding for the MISP. In previous years, all MISP services were contracted with Community Regional Medical Centers (CRMC). Due to a shift in patients from MISP to Medi-Cal and significantly reduced Health Realignment revenues under AB 85, this budget reflects continuation of the current comprehensive contract with CRMC for MISP and inmate medical care for only one quarter. While negotiations with the State are still in process and no final decisions have been made for the remainder of the year, the department may contract medical services for the remaining MISP population. Inmate medical care is planned to be included through a provider contract budgeted in Org 5620 – Public Health.

Additionally, MISP services have traditionally been funded with Health Realignment with no NCC contribution. This budget reflects a shift in funding for MISP services, which includes Health Realignment (\$7,233,368) and funds from a 10% transfer of Mental Health Realignment (\$3,397,121). The anticipated cost of treating the residual population was estimated based on prior utilization and scope of services provided. In the event the actual utilization of services exceeds estimates, additional funding may be required.

Services and Supplies

- Services and Supplies recommended at \$10,630,489 represent a 50% (\$10,819,700) decrease from the current year primarily due to an accounting shift of indigent and in-custody healthcare costs being budgeted in Org 5620 – Public Health after including only one quarter of expenditures in this Org.

County Medical Services -- 5240

Recommended funding includes:

- Account 7295 Professional and Specialized Services represent a 50% (\$10,819,700) decrease from the current year due to indigent and in-custody patient healthcare costs being included in this budget for only one quarter. Appropriations included only fund the CRMC Agreement for one quarter, through September 30, 2014, until future plans are finalized.

Other Financing Uses

- Other Financing Uses recommended at \$47,845,534 represent a 5% (\$2,220,780) increase over current year due to an increase in estimated VLF Realignment revenues.

Recommended funding includes:

- Account 7904 Operating Transfers Out represents a 5% (\$2,220,780) increase over current year due to an increase in estimate VLF Realignment revenues, which must pass through this Org.
- This account includes the mandated County local match (\$11,359,752) to qualify Fresno County for Local Health and Welfare Realignment sales tax revenue, which consists of \$10,404,113 for the Health Account and \$955,639 for the Mental Health Account. This is the County's fixed MOE requirement that is specified in Welfare and Institutions Code §17608.010. This requirement is a condition for the deposit of sales tax into the County's Local Health and Welfare Trust Fund account.
- By meeting the MOE, the County is eligible to receive VLF Realignment revenues, for specific purposes, which consists of Health VLF revenues (\$24,108,530) and Social Services VLF revenues (\$1,746,324) equivalent to the FY 2013-14 estimated Realignment VLF revenues; estimated VLF Collection Account revenues (\$727,543); and CalWORKs MOE revenues (\$9,903,385). These funds are appropriated in this budget and transferred to the H&WTF Budget (Org 5243).

SUMMARY OF REVENUES

- Revenues are recommended at \$10,630,489 a 50% (\$10,819,700) decrease from the current year, which is due to the redirection of Health Realignment revenues through AB 85. Currently under AB 85, \$11.6 million County of Fresno Health Realignment revenues are scheduled to be redirected to other State programs.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Other Financing Sources			
5951 – Operating Transfer In from Special Revenue	21,450,189	21,308,865	10,630,489
Total	\$ 21,450,189	\$ 21,308,865	\$ 10,630,489
Total Revenues	\$ 21,450,189	\$ 21,308,865	\$ 10,630,489

PENDING FACTORS

In the County of Fresno, the State plan currently is to redirect approximately \$11.6 million in FY 2014-15 Health Realignment as a result of the expansion of Medi-Cal and expected reduced need for indigent care programs. The allocation of Health Realignment to counties was changed in State law and is now based on the Board selected "Cost Savings Formula" that allocates funds based on prior year costs. The formula allocates additional funds to the County based on the actual indigent care costs incurred. However, the formula's design caps the allocation based on historic cost per patient, which has been low in Fresno County due to the fixed cost agreement with CRMC. This cost cap is significantly below the current market rate for medical services. State law allows counties to appeal the cost cap based on special circumstances. The department is in the process of appealing this calculation and if successful, it will result in increased Health Realignment for Fresno County. This budget does not reflect revenues gained from a successful appeal. Negotiations with DHCS are ongoing and include participants from the department, CAO, Sacramento lobbyist, and Department of Finance.

Behavioral Health - Public Guardian -- 5630

**Behavioral Health
BUDGET 5630
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 41,552,597	\$ 48,061,865	\$ 49,577,471	\$ 1,515,606	3%
Services and Supplies	86,951,966	110,103,962	119,909,012	9,805,050	9%
Residual Equity Transfers(Out)	155,193	-	260,000	260,000	100%
Fixed Asset Purchases	-	-	18,900	18,900	100%
Total Appropriations	\$ 128,659,756	\$ 158,165,827	\$ 169,765,383	\$ 11,599,556	7%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 7,103	\$ 7,500	\$ 8,000	\$ 500	7%
Intergovernment Revenues - St	36,044,374	58,774,312	46,341,594	(12,432,718)	-21%
Intergovernment Rev-Federal	35,630,114	38,409,811	49,533,463	11,123,652	29%
Charges For Services	(2,346,610)	598,862	478,000	(120,862)	-20%
Miscellaneous Revenues	3,143,625	3,510,066	3,875,397	365,331	10%
Other Financing Sources	47,572,437	47,906,428	61,108,728	13,202,300	28%
Intrafund Revenue	8,299,830	8,464,735	7,861,203	(603,532)	-7%
Total Revenues	\$ 128,350,874	\$ 157,671,714	\$ 169,206,385	\$ 11,534,671	7%
<u>Net County Cost</u>	\$ 308,882	\$ 494,113	\$ 558,998	\$ 64,885	13%

	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)
Position Summary	514	542	542	-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

BEHAVIORAL HEALTH – 5630

FUNCTION

The Department of Behavioral Health (DBH) is responsible for providing specialty mental health services, substance use disorder treatment and prevention services, and other supportive services to clients throughout Fresno County.

The department is designated, by the State of California, as the Mental Health Plan (MHP) provider under a 1915(b) Managed Care Waiver with the Federal Government. The MHP is responsible to provide, or arrange for the provision of, specialty mental health services as entitlements for adults and children under the Medi-Cal insurance plan or who are indigent. The department provides specialty mental health services and programs which are both County-run or through contracted providers. The department is also responsible for planning, developing, and administering a Countywide substance abuse prevention and treatment service delivery system.

The Federal Medicaid regulations mandate a Compliance Plan, Compliance Officer, and Compliance Committee in order to prevent, detect, and report fraud. The Compliance program performs and/or monitors compliance audits and reviews; develops, and/or coordinates compliance risk assessments; provides or coordinates trainings and education; and investigates or reports issues of possible non-compliance.

The Public Guardian unit, through Probate Code 2920a, Welfare and Institutions Code Section 5351, is mandated to manage the personal and estate affairs of those determined incompetent by the Superior Court in order to protect those individuals from fraud or undue influence and their estates from loss, waste, or misappropriation.

OVERVIEW

The FY 2014-15 Recommended Budget of \$169,765,383 reflects a 7% (\$11,599,556) increase over the FY 2013-14 Adopted Budget. The budget incorporates a 10% 1991 Realignment revenue shift to Public Health per the April 29, 2014, Board Agenda Item approval in the amount of \$3,397,121. This amount has been reduced from the budgeted revenues. The FY 2014-15 Recommended Budget reflects \$169,206,385 in revenues, an increase of 7% (\$11,534,671) over the FY 2013-14 Adopted Budget. Net County cost of \$558,998, an increase of 13% (\$64,885) over FY 2013-14 Adopted Budget, is recommended to support the services of the Public Guardian Office. Salaries and Benefits reflect a salary savings of 2.6% resulting in a savings of \$724,076 in Regular Salaries and \$459,128 in associated benefit costs. Staffing is recommended at the current level of 542 positions, an increase of 27 positions over FY 2013-14 Adopted Budget.

GOAL SETTING

FY 2014-15

Goal: Successfully execute and operationalize a contract for a 16-bed adolescent Psychiatric Health Facility (PHF).

Performance Metric: A 16-bed adolescent PHF unit will be opened by the end of FY 2014-15.

Fiscal Goal

FY 2013-14

Goal: Increase Mental Health Medi-Cal revenue.

Outcomes/Results: In a comparison of revenues from July 1, 2013 to December 31, 2013, Medi-Cal

federal reimbursement in the department has increased 3% (\$470,863) over the prior year July 1, 2012 to December 31, 2012.

Operational Goal

FY 2013-14

Goal: Increase capacity through expanded access to the system.

Outcomes/Results: The total unique clients served in current year (23,107) compared to prior fiscal year has increased 7%.

Departmental Goal

FY 2013-14

Goal: Reduce repeat admissions to inpatient psychiatric hospitals.

Outcomes/Results: The year-over-year comparison of admissions to inpatient psychiatric hospitals is unchanged.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The budget includes a variety of significant fiscal effects related to Patient Protection and Affordable Care Act (ACA) implementation. Changes related to ACA result in both costs and savings. The ACA resulted in new eligibility and entitlements beginning January 1, 2014. The ACA includes expanded Medi-Cal coverage to adults solely based on an income under 138% of the Federal Poverty Level. The ACA also includes enhanced mental health and substance use disorder services for both newly eligible and previously eligible Medi-Cal beneficiaries. As a result, many indigent adults receiving care became eligible for Medi-Cal, shifting the cost of services from Mental Health Realignment to Federal reimbursement.

A 10% (\$3,397,121) transfer of 1991 Realignment revenue from Mental Health to the Health account was approved by the Board of Supervisors on April 29, 2014, due to reductions in Health Realignment revenue. This continues the 10% shift which was approved for FY 2013-14 with the Board making the determination that it was the most cost effective use of available resources to maximize client outcomes. The department has identified Mental Health Realignment savings made available by enhanced federal revenues through ACA implementation, which shifts a portion of the indigent population previously being served to Medi-Cal eligibility effective January 1, 2014.

The "Katie A." class action lawsuit against the State of California was settled on December 1, 2011, which requires counties to provide an integrated service delivery model with the Department of Social Services-Child Welfare (DSS-CW) to ensure children and families in the child welfare system are screened, referred and receive mental health treatment services. The department provided MHSA funding allocated for the Team Decision Making program and 2011 EPSDT Realignment to add eight clinical and support positions in FY 2013-14 that will be co-located at DSS to coordinate mental health referral and treatment services; performed data matching between DBH and DSS-CW information systems and community stakeholder presentations and input. The departments collaborated on a competitive bid process to select vendors to align mental health services with the requirements of Katie A. and in alignment with the California Partners for Permanency program model. Services are anticipated to begin in July 2014.

In an effort to improve health and mental health services to juveniles and adults at County detention facilities, the Department of Public Health and Sheriff's Office initiated a competitive bid process for jail medical services. In collaboration with the departments, a competitive bid process was completed to select a vendor to provide medical and behavioral health services at juvenile and adult detention facilities. This plan for outsourcing of services to Corizon Health, Inc. is scheduled to begin July 1, 2014.

In January 2014, the department submitted an SB 82 Investment in Mental Health Wellness Act of 2013 grant application to create an expanded crisis response system for Fresno County Recovery Center. The department has received a preliminary award of \$794,795 for an eight-bed expansion of the Exodus Adult Crisis Stabilization unit and creation of an eight-bed Youth Crisis Stabilization unit (CSU) on the Kings Canyon campus. The Youth CSU development would involve the closure of the existing Children's Crisis Assessment Intervention and Resolution program (CCAIR) and the opening, on the main campus, of a State licensed children's CSU. Should Fresno County receive final award approval, the department will return to the Board for direction. With Board approval, both programs would be anticipated to begin during FY 2014-15.

Salaries and Benefits

- Salaries and Benefits recommended at \$49,577,471 represent a 3% (\$1,515,606) increase over the FY 2013-14 Adopted Budget primarily due to midyear increases of 27 positions for administrative infrastructure for the expanded medical coverage programs. Staffing is recommended at the current level of 542 positions, which is an increase of 27 positions over FY 2013-14 Adopted Budget.

Recommended funding includes:

- Account 6100 Regular Salaries represent a 3% (\$745,614) increase over the current year primarily due to the addition of 27 positions midyear to improve ability to provide services and place clients in the appropriate level of care.
- Account 6300 Overtime represents a 27% (\$86,065) decrease from current year based on estimated needs as a result of monitoring and limiting Overtime usage.
- Account 6350 Unemployment Insurance represents a 49% (\$45,073) decrease from current year based on actual department claim calculations provided by Risk Management.
- Account 6400 Retirement Contribution represents a 5% (\$723,608) increase over the current year based on current contribution rates and full-year retirement costs for 27 positions added midyear.

Services and Supplies

- Services and Supplies recommended at \$119,909,012 represent a 9% (\$9,805,050) increase over the FY 2013-14 Adopted Budget due to increased Fee for Service Provider costs, juvenile and adult detention facility services being contracted, expansion of adult and youth crisis stabilization, as well as additional costs related to Memoranda of Understanding with the local Managed Care Plan and increased MHSA program implementation costs.

Recommended funding includes:

- Account 7223 Managed Care Providers-Mental Health represents a 16% (\$500,000) increase over current year due to a Fee for Service rate increase in cost for individual and group providers.
- Account 7235 Medical, Dental, and Lab Supplies represent a 41% (\$340,634) decrease from the current year primarily due to contracting out services at the Juvenile Justice Campus.
- Account 7294 Professional and Specialized Services-Contracts represent a 16% (\$11,105,726) increase over current year, which is primarily due to increased Drug Medi-Cal for treatment services (\$5,746,335), contracted services with Corizon Health in juvenile and adult detention facilities (\$3,318,389), Exodus crisis stabilization expansion for eight adult beds (\$1,971,544) and eight youth beds (\$1,932,292).
- Account 7309 Computer Software represents a 62% (736,088) decrease from current year due to one-time health care reform costs in FY 2013-14.

- Account 7416 Transportation and Travel – County Garage represents a 24% (\$107,394) increase over current year based on rates provided by Internal Services Department (ISD) for an increase in mobile community based team services.
- Account 7430 Utilities represent a 32% (\$137,254) increase over current year based on rate charges by ISD and actual usage forecasted for FY 2014-15.

Residual Equity Transfers

- Account 7934 Residual Equity Transfer Out–Fleet recommended at \$260,000 represents costs associated with replacement of high mileage vehicles with more fuel efficient, reliable transportation.
(11) Replacement Vehicles \$260,000 Replacement

Fixed Assets

- Fixed Assets recommended at \$18,900 represent costs associated with purchasing three copy machines.

Recommended funding includes:

- (1) Copy Machine \$6,100 New Medical Records
- (1) Copy Machine \$7,100 New Managed Care Options
- (1) Copy Machine \$5,700 New MHSA Administration

SUMMARY OF REVENUES

- Revenues are recommended at \$169,206,385 a 7% (\$11,534,671) increase over the FY 2013-14 Adopted Budget. Significant changes by specific revenue source are noted below.
 - Intergovernment Revenues-State recommended at \$46,341,594 represent a 21% (\$12,432,718) decrease from the current year. This is primarily due to an accounting shift of the Managed Care allocation (\$8,878,549) from State revenue to Realignment to accurately reflect the appropriate revenue source and the expiration of the Parolee Services Network Allocation (\$445,817).
 - Intergovernment Revenues-Federal recommended at \$49,533,463 represent a 29% (\$11,123,652) increase over the current year. This is primarily due to an increase in estimated Medi-Cal revenue for Mental Health and Substance Abuse services.
 - Charges for Services recommended at \$478,000 represent a 20% (\$120,862) decrease from current year in Private Pay and Insurance revenues due to expanded Medi-Cal and Covered California revenues being received for previously uninsured individuals.
 - Miscellaneous Revenues recommended at \$3,875,397 represent a 10% (\$365,331) increase over current year due to an increased use of available Drug Medi-Cal administration fees.
 - Other Financing Sources-Realignment recommended at \$61,108,728 represent a 28% (\$13,202,300) increase over current year. This is primarily due to an accounting shift of the Managed Care Allocation (\$10,823,407) from State revenue to Realignment to accurately reflect the correct revenue source.
 - Intrafund Revenues recommended at \$7,861,203 represent a 7% (\$603,532) decrease from current year. This is primarily due to a decrease in charges to other departments related to mental health and substance abuse treatment for CalWORKs and Social Services Court Ordered assessments.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3380 – Interest	7,500	8,000	8,000
Total	\$ 7,500	\$ 8,000	\$ 8,000
Acct # - Intergovernment Revenues – State			
3517 – State Aid Mental Health-SB82	0	0	794,795
3519 – Drug Abuse-State Aid	445,817	445,817	0
3523 – Managed Care	8,878,549	8,878,549	0
3528 – Drug Abuse Prior Year	0	123,787	0
3530 – Other Health-State Aid	198,518	198,518	151,450
3535 – State MSHA	49,251,428	25,777,655	43,542,887
3628 – Drug Medi-Cal State Expansion	0	0	1,852,462
Total	\$ 58,774,312	\$ 35,424,326	\$ 46,341,594
Acct # - Intergovernment Revenues – Federal			
4375 – Federal Grants	506,203	506,203	506,203
4380 – Federal -Other	5,731,015	5,731,015	6,017,567
4383 – MAA-Medi-Cal Admin Activities	559,055	156,619	156,619
4402 – Cur Yr MH Admin -SDMC	1,147,603	1,147,603	2,511,310
4404 – Cur Yr MH QA-SDMC	587,088	587,088	633,305
4408 – SDMC Patient Current Yr	23,532,558	23,532,558	28,431,183
4409 – SDMC Patient Prior Yr	0	5,940,906	0
4410 – Medicare Fees Patient	58,466	58,466	70,000
4426 – ADP Federal DMC PY	0	417,898	0
4428 – ADP Federal DMC CY	6,287,823	6,287,823	11,207,276
Total	\$ 38,409,811	\$ 44,366,179	\$ 49,533,463
Acct # - Charges for Services			
4965 – Estate Fees	340,000	295,696	340,000
5033 – Private Pay-Patient Fees	199,517	135,784	108,000
5034 – Insurance Fees-Patient	59,345	32,617	30,000
Total	\$ 598,862	\$ 464,097	\$ 478,000
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	3,510,066	3,510,066	3,875,397
Total	\$ 3,510,066	\$ 3,510,066	\$ 3,875,397
Acct # - Other Financing Sources			
5951 – Op Trans In from Special Rev Fund	47,906,428	47,906,428	61,108,728
Total	\$ 47,906,428	\$ 47,906,428	\$ 61,108,728
Acct # - Intrafund			
5990 – Intrafund Revenue	8,464,735	8,464,735	7,861,203
Total	\$ 8,464,735	\$ 8,464,735	\$ 7,861,203
Total Revenues	\$ 157,671,714	\$ 140,143,831	\$ 169,206,385

PENDING FACTORS

A request for proposal for an expansion of court-ordered mental health services for children and families in the child welfare system within metropolitan and rural Fresno County was released on February 24, 2014. If funded, the department will work closely with the County Administrative Office and Personnel Services and will return to your Board for direction.

Beginning in FY 2011-12, the Governor's proposed budget diverted MHSA funds to pay counties for prior year SB 90 claims. The current pending adjustment amount for FY 2011-12 to be transferred in FY 2014-15 has not been determined yet. Under Revenue and Taxation Code, the Department of Finance in consultation with Franchise Tax Board is to determine the annual adjustment amount for the MHSA funds for the following year. This allows the Governor's proposed budget to divert MHSA funds to pay

counties for any outstanding mandated SB 90 claims. It is unclear if funds will be diverted to pay all or selected outstanding SB 90 claims from FY 2008-09 through FY 2010-11. The Governor's FY 2014-15 proposed budget also diverts MHSA to fund EPSDT, mental health managed care psychiatric inpatient hospital services, outpatient treatment services through county mental health plans, and special education students through Assembly Bill (AB) 3632. The statewide MHSA allocation has not been determined yet.

The evolution of the ACA continues to be the most volatile factor affecting substance abuse Services. Among the changes that affect the programs are the increased number of individuals eligible for Medi-Cal (Medicaid); the enhanced services; and parity issues for both mental health and substance abuse services. Estimates for Drug Medi-Cal in the FY 2014-15 Recommended Budget are based on estimated increases in eligibility as well as the increased services available. Should those estimates prove to be significantly understated, the department will return to your Board to request adjustments to the adopted budget.

The implementation of the ACA will depend on the Governor's approach to implementation and use of funding sources. The Governor's FY 2014-15 proposed budget indicated that the administration is considering implementing either a County or State-administered Medi-Cal option. The details of these alternatives have not yet been finalized. The current State-administered expansion proposal does not include a shift of mental health realignment or a reduction in County's capacity to provide mental health services to undocumented indigent adults; however, if reductions were made to Mental Health Realignment or other funding sources, the department would return to your Board to reduce revenue and associated costs. Should a County-administered option be implemented, the department may need to increase staffing to meet the mandated service level, increase space for outpatient facility locations to provide services to this additional population, and increase our federal revenue estimates. The department will work closely with the County Administrative Office and will present your Board with recommended adjustments in staffing and revenue.

BEHAVIORAL HEALTH - 5630**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<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	7	7	\$ 591,680
1322	Mental Health Nurse I	2147	1	1	59,142
1323	Mental Health Nurse II	2454	1	1	82,572
1347	Utilization Review Specialist	2344	13	13	857,362
1363	Clinical Supervisor	2458	19	19	1,466,759
1366	Chief Child Psychiatrist	A	1	1	195,069
1367	Psychiatrist	A	9	9	1,156,582
1368	Child Psychiatrist	A	2	2	376,884
1368	Child Psychiatrist (PT)	A	1	1	85,460
1444	Managed Care Coordinator	E	1	1	78,363
1447	Quality Improvement Coordinator	2458	1	1	78,620
1450	Licensed Vocational Nurse III	1421	7	7	327,971
1465	Licensed Vocational Nurse I	1168	4	4	144,192
1468	Psychiatric Technician III	1421	2	2	93,706
1494	Licensed Vocational Nurse II	1298	4	4	149,510
1501	Admitting Interviewer I	947	9	9	251,456
1550	Medical Records Coordinator	1980	1	1	64,366
1560	Provider Relations Specialist	1200	5	5	166,319
1563	Psychiatric Mental Health Nurse Practitioner	3280	1	1	95,219
1564	Nurse Practitioner	2982	3	3	277,301
1593	Senior Admitting Interviewer	1282	3	3	108,403
1670	Admitting Interviewer II	1114	9	9	319,752
1772	Deputy Public Administrator/Guardian I	1457	1	1	46,349
1773	Deputy Public Administrator/Guardian II	1608	6	6	316,576
1910	Senior Licensed Psychologist	2491	1	1	76,315
1910	Senior Licensed Psychologist (1/2 time)	2491	1	1	41,090
1911	Licensed Psychologist	2349	1	1	60,571
1917	Unlicensed Mental Health Clinician	1733	66	66	3,367,592
1919	Licensed Mental Health Clinician	2085	27	27	1,735,837
1920	Senior Licensed Mental Health Clinician	2240	40	40	2,935,421
1927	Community Mental Health Specialist I	1255	28	28	993,354
1928	Community Mental Health Specialist II	1385	50	50	2,244,413
1951	Substance Abuse Specialist I	1268	5	5	170,799
1952	Substance Abuse Specialist II	1399	4	4	162,678
1953	Senior Substance Abuse Specialist	1611	7	7	350,277
1960	Mental Health Worker II	929	4	4	121,277
1965	Parent Partner I	751	1	1	19,365
1967	Peer Support Specialist I	739	3	3	71,087
1968	Peer Support Specialist II	895	15	15	379,717
2212	Systems & Procedures Analyst III	2164	4	4	276,939
2213	Systems & Procedures Analyst I	1513	1	1	39,014
2240	Senior Systems & Procedures Analyst	2423	1	1	78,780
2259	Public Guardian Manager	F	1	1	58,327
2291	Staff Analyst I	1597	8	8	332,973
2292	Staff Analyst II	1774	2	2	102,222
2293	Staff Analyst III	2048	8	8	507,642
2294	Senior Staff Analyst	F	8	8	564,605
2297	Principal Staff Analyst	E	2	2	156,558
2316	Deputy Director of Behavioral Health	D	2	2	185,941
2321	Compliance Officer	E	1	1	72,896
2335	Mental Health Services Act Education & Training Coordinator	2286	1	1	73,103
2336	Behavioral Health Business Manager	E	1	1	79,265
2337	Diversity Services Coordinator	2286	1	1	68,745
2338	Mental Health Services Act Financial Analyst	F	1	1	70,730

Behavioral Health - Public Guardian -- 5630

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3035	Eligibility Worker III	1343	2	2	\$ 88,548
3037	Driver	898	5	5	133,066
3070	Supervising Office Assistant II	1399	5	5	220,698
3080	Office Assistant III	1049	43	43	1,481,154
3081	Office Assistant III Conf.	1067	1	1	34,673
3110	Office Assistant II	940	3	3	88,077
3125	Office Assistant I	837	20	20	474,752
3140	Secretary III	1169	2	2	69,514
3144	Secretary I	940	2	2	48,478
3160	Secretary IV	1291	7	7	298,186
3166	Administrative Secretary - Conf.	1438	1	1	47,420
3203	Account Clerk I	889	7	7	164,791
3205	Account Clerk II	986	4	4	123,554
3210	Accountant I	1507	2	2	86,291
3215	Accountant II	1743	1	1	55,775
3240	Supervising Account Clerk II	1466	2	2	92,422
3255	Senior Accountant	2036	2	2	127,640
3260	Account Clerk III	1106	7	7	255,588
3262	Supervising Accountant	2220	2	2	140,648
3405	Estate Property Assistant	1100	1	1	36,271
3620	Program Technician I	1246	4	4	139,604
3621	Program Technician II	1393	10	10	447,494
3622	Program Technician I - Confidential	1266	1	1	34,438
3623	Program Technician II - Confidential	1416	1	1	46,047
8073	Director of Behavioral Health	B	1	1	133,721
Subtotal			542	542	\$ 27,655,996
Auto Allowance					6,180
Bilingual Skill Pay					29,400
Less Salary Savings (2.6%)					(724,076)
TOTAL REGULAR SALARIES					\$ 26,967,500

Social Services -- 5610

Department of Social Services BUDGET 5610 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 164,579,698	\$ 175,339,896	\$ 188,840,825	\$ 13,500,929	8%
Services and Supplies	50,339,280	61,842,654	59,046,500	(2,796,154)	-5%
Other Charges	27,801,865	39,720,347	43,110,670	3,390,323	9%
Residual Equity Transfers(Out)	-	561,220	563,300	2,080	0%
General Fixed Assets	-	95,814		(95,814)	-100%
Total Appropriations	\$ 242,720,843	\$ 277,559,931	\$ 291,561,295	\$ 14,001,364	5%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 71,272,589	\$ 73,554,391	\$ 90,896,869	\$ 17,342,478	24%
Intergovernment Rev-Federal	133,503,652	158,846,727	159,412,874	566,147	0%
Miscellaneous Revenues	1,543,648	791,324	622,630	(168,694)	-21%
Other Financing Sources	31,426,315	34,892,690	34,892,032	(658)	0%
Intrafund Revenue	3,787,102	9,199,033	5,266,719	(3,932,314)	-43%
Total Revenues	\$ 241,533,306	\$ 277,284,165	\$ 291,091,124	\$ 13,806,959	5%
<u>Net County Cost</u>	\$ 1,187,537	\$ 275,766	\$ 470,171	\$ 194,405	70%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	2,182	2,452	2,457	5	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

SOCIAL SERVICES – 5610

FUNCTION

The Fresno County Department of Social Services (DSS) provides a variety of services that protect the children and adults in our community from abuse and neglect and provides a safety net through a range of public assistance and employment services programs. The Department of Social Services is responsible for the administration of child welfare services, adult services, and public assistance programs. Child welfare services are aligned with mandated child welfare core services components consisting of Emergency Response, Family Maintenance, Family Reunification, and Permanency Planning. Permanency and successful outcomes are incorporated under the Independent Living program (ILP) and Adoptions program. Adult services includes the Adult Protective Services (APS) and In-Home Supportive Services (IHSS) programs. Public assistance programs administered by the department include CalWORKs, Employment Services, CalFresh (formerly Food Stamps), Foster Care and Adoptions Assistance, General Relief, Medi-Cal, Refugee Cash Assistance, and the Adolescent Family Life program (AFLP). These programs focus on providing temporary and supportive services to individuals and families in need, while assisting them to achieve their goal of self-sufficiency.

OVERVIEW

The FY 2014-15 Recommended Budget of \$291,561,295 reflects a 5% (\$14,001,364) increase in appropriations over the FY 2013-14 Adopted Budget. The increase is primarily due to the cost of 132 Affordable Care Act (ACA) positions that were added midyear FY 2013-14 and the net cost of the recommended position additions and deletions for FY 2014-15. The recommended increase also includes updated employer contribution rates for retirement, health insurance, and Workers' Compensation. The FY 2014-15 Recommended Budget reflects \$291,091,124 in revenues, an increase of 5% (\$13,806,959) over the FY 2013-14 Adopted Budget.

The total County share obligation for all programs prior to 2011 Realignment is (\$15,142,775), which includes the Maintenance-of-Effort (MOE) and required match for Social Services programs, which is reduced by the department's contribution to general Countywide overhead through the Cost Allocation Plan (A-87) process managed by Auditor Controller/Treasurer-Tax Collector (\$954,359). The balance is funded with 1991 Social Services Realignment (\$13,718,245) and net County cost (\$470,171). The County share-of-cost for programs realigned under 2011 Realignment is \$21,173,787 and is 100% offset with 2011 Realignment funds.

Staffing is recommended at 2,457 positions, which reflects a net increase of 5 positions over the current year level. A 7.5% (\$8,087,253) salary savings has been used in calculating Regular Salaries in the recommended budget. An additional \$6,504,297 benefit cost savings was also calculated for salary savings impact to the Retirement Contribution, OASDI, and Health Insurance accounts.

GOAL SETTING

FY 2014-15

Goal: Increase the percentage of WTW enrollees that are in unsubsidized and subsidized employment. The current year target is a minimum 5% of the total number of WTW enrollees. As of February 2014, 3.48% of WTW enrollees are in subsidized and unsubsidized employment. This is in part due to the expiration of temporary exemptions for participation in the WTW program, which has increased the number of enrollees by 12.5% in the current year. As part of the department's efforts to improve outcomes for this population, an expansion of the subsidized employment program was implemented in the current year, which aims to provide more opportunities for job ready WTW participants to attain employment. Additional funding for the subsidized employment expansion was adopted by the State in

the current year and is going to continue in FY 2014-15.

Performance Metric: Monthly tracking is currently used to determine the percentage of clients who enter subsidized or unsubsidized employment. The percentage is derived from the number of clients who find employment divided by the total population of WTW recipients.

FY 2013-14

Fiscal Goal

Goal: The department goal was to increase the number of relative placements by targeting an additional 5% increase in relative placements. The department continues its work through implementation of the California Partners for Permanency (CAPP) Federal grant and ongoing improvement in services provided to families, including implementation of a Kinship Resource and Support Center for foster children placed in out-of-home care. The continued work under these projects should assist in meeting the new 5% goal and should result in an estimated total cost decrease of \$462,528 and a County share-of-cost decrease of \$194,262.

Outcomes/Results: As of February 2014, relative placements account for 41% of the total placements made by the department. This is slightly less than the current year target but is 2.5% higher than the actual relative placement rate realized in FY 2012-13. A 16% increase in the Foster Care caseload since May 2013 also created significant challenges for Child Welfare staff in the current year.

Operational Goal

Goal: The department had the goal of reducing unduly discontinued cases in the budget year. We also added the Medi-Cal program to the existing CalWORKs and CalFresh measurement. Additionally, due to the implementation of the DSS Service Center Project, the department added an additional goal of ensuring lobby wait times will decrease to 30 minutes or less for 95% of the population. The department planned to achieve this additional goal through different strategies, one of which was to increase the number of online applications through the Benefits CalWIN (California Work Opportunity and Responsibility to Kids Information Network) application for the CalFresh and Medi-Cal programs. An increase in online applications would result in a corresponding decrease in walk-in applications thereby easing lobby traffic.

Outcomes/Results: As of February 2014, the department has achieved the targeted 10% reduction in discontinuances related to non-submittal of midyear reports for the CalWORKs and CalFresh programs. The CalWORKs program achieved a 15% reduction, while the CalFresh program achieved a 10% reduction through February, 2014. Tracking this goal for the Medi-Cal program is no longer applicable because the State eliminated the midyear reporting process in the current year.

As of February 2014, 74% of clients who have visited the department's lobbies have had a wait time of 30 minutes or less. While this is below the department's current year target of 95%, implementation of the ACA led to a significant increase in the volume of applications for the Medi-Cal program. The department will continue efforts to reduce lobby wait times for all clients.

Departmental Goal

Goal: The department continued the goal in FY 2013-14 to increase the number of CalWORKs recipients entering into subsidized and unsubsidized employment from the current monthly average of 4% to 5% of WTW enrollees with the target to surpass the 5% goal that was set for the current year. The implementation of the Assembly Bill (AB) 98 Subsidized Employment program and increased efforts in working with employers and other partners in the community are some of the major strategies in place to attain this goal.

Outcomes/Results: As of February 2014, the average percentage of WTW enrollees who attained subsidized or unsubsidized employment was 3.48%. Due to the expiration of temporary exemptions from the WTW program, the pool of participants in the WTW program increased 12.5%. This increase occurred prior to the expansion of the subsidized employment program, which greatly impacted the

department's ability to meet the 5% target in the current year. Additional State WTW funds have been received for the expansion of subsidized employment and a recommended amendment to the County's subsidized employment master agreement will restructure the employer subsidy plan in order to increase the number of participating employers.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

On October 1, 2013, the department began implementation of the Affordable Care Act (ACA) legislation, including changes and expansion to the existing Medi-Cal program. The State estimated that 56,000 individuals would be eligible for expanded Medi-Cal and an additional 65,000 would be eligible for subsidized insurance through the Covered California Health Exchange. While the County's primary responsibility is for the Medi-Cal program expansion, the County Social Services offices also serve as a single point of entry for all other health insurance applications. During the current year, the department worked with the State and the community to expand the application channels available to County residents for obtaining health care insurance. Your Board approved the addition of 132 positions aimed at implementation of ACA. During the initial phase of program implementation, the department was required to utilize a new statewide system, the California Healthcare Eligibility, Enrollment and Retention System (CalHEERS), for ACA related applications. During the initial 5 months of enrollment, DSS assisted 30,319 individuals in applying for Medi-Cal and subsidized insurance programs. Once a viable information system interface was implemented, department staff began transitioning 25,420 individuals from CalHEERS to CalWORKs Information Network (CalWIN). In addition, the department implemented the ACA related express lane eligibility program, along with a number of other legislative and State policy changes that clarified how California would implement Federal ACA legislation. A number of system and program changes are pending with the State which will impact the implementation of the ACA in Fresno County.

The department implemented the DSS Service Center (Service Center) for the CalFresh and Medi-Cal programs in FY 2012-13 and continues to evaluate and make continuous improvements to this model through the current year. The Service Center represents a significant change in business processes as a Client Needs Based/Task Management business model with a "no wrong door" policy, where clients can access services through multiple channels, including Service Center locations, through web-based applications (Benefits CalWIN) and through the department's Call Center. Under the new model, the department transitioned from "one worker/one case" case management model to task-based management, where intake and ongoing case maintenance eligibility functions are converted into tasks and equitably distributed among workers. The Service Center is focused on improving customer service, leveraging new or improved technology, increasing quality assurance, and improving business efficiencies to assist the department in addressing future change.

The department's plan to implement contracted court-ordered Child Welfare mental health services in the current year were delayed due to unanticipated issues which are still under review between the DSS and the Department of Behavioral Health (DBH). The funding for these services reflects a combination of Mental Health Medi-Cal Federal Financial Participation, Mental Health Realignment and Child Welfare Funding. DSS and DBH are working to ensure that all budgetary and accounting requirements are met. The recommended budget includes a 43% (\$3,932,314) decrease in revenues to reflect the continued delay in program start-up.

Salaries and Benefits

- Salaries and Benefits recommended at \$188,840,825 represent an 8% (\$13,500,929) increase over the current year adopted budget primarily due to the cost of 132 positions that were added in November 2013 to implement ACA. The increase also includes updated Retirement Contribution rates, projected cost of Overtime for upcoming projects related to ACA, WINS, Express Eligibility and the ongoing DSS Service Center implementation. Staffing is recommended at 2,457 positions,

reflecting a net increase of 5 positions over the current year level.

Recommended funding includes:

- Account 6100 Regular Salaries represents a 5% (\$4,403,656) increase over FY 2013-14 Adopted Budget, due to the cost of 132 positions that were added in the current year. The recommended budget also includes the addition of two Substance Abuse specialists positions (SAS) for Child Welfare Services in order to address new Katie A. court mandates and two Program Technician – Confidential positions to handle the increased workload associated with department personnel functions and Medi-Cal Eligibility Determination System (MEDS) Security compliance activities. In addition, four Social Service Program Supervisor positions (SSPS) are recommended for the CalWORKs WTW program in order to reinstate SSPS positions that were deleted or transferred to supervise new eligibility positions added for other programs in FY 2011-12. Instead of requesting the full complement of SSPS positions needed at the time, WTW SSPS positions were shifted to cover the new staff and functions in other programs. The reduction of four WTW SSPS positions and hiring controls implemented in the WTW program in FY 2011-12 and FY 2012-13 allowed the department to mitigate funding reductions in this program. In FY 2013-14, the State implemented SB 1041 with a number of reforms in the WTW program that included re-engagement of CalWORKs clients who were previously exempt from the WTW participation; new requirements for the counties related to assessments; and implementation of the WTW 24 month time clock that impacts the activities required for those eligible to receive services, such as client monitoring. To implement the new regulation, Fresno County's CalWORKs WTW allocation was increased by \$4,550,000. As a result of the various programmatic changes, WTW program has seen a 30% increase in participants, which has necessitated easing hiring controls for WTW job specialist positions. The recommended restoration of the SSPS positions will ensure that adequate span of control and staff coverage is available in the WTW program as positions are filled and full requirements of SB 1041 are implemented.
- Account 6200 Extra-Help represents a 61% (\$222,603) decrease from the current year based on updated projections of program needs. Extra-help is still necessary to provide staffing support during the fiscal year due to a variety of temporary program needs.
- Account 6300 Overtime represents a 40% (\$1,196,754) increase over the current year adopted budget due to the overtime cost of implementation of ACA and the DSS Service Center and projected workload impact of upcoming State mandated changes associated with CalFresh and Medi-Cal, including Express Lane Eligibility mandates and activities to comply with State Work Incentive Nutritional Supplement (WINS) implementation. Overtime is necessary because of anticipated albeit temporary workload surges as a result of continued implementation of the ACA and changes to State mandated programs. Current year appropriations in this account were increased midyear through a budget transfer from account 6100, Regular Salaries. Due to the normal lag in filling ACA positions, the increase in applications due to ACA, State implementation issues with the CalHEERS system, and new mandates, the department experienced higher than anticipated overtime utilization. The recommended appropriations for FY 2014-15 reflect a lower amount than the projected actual expenditures in the current year.
- Account 6350 Unemployment Insurance represents a 45% (\$80,517) decrease from the current year based on the actual department claim calculation provided by Risk Management.
- Account 6400 Retirement Contribution represents a 12% (\$6,036,501) increase over the current year based on the updated Retirement Contribution rates and full-year retirement benefit costs for 132 positions that were added in the current year.
- Account 6500 OASDI reflects a 5% (\$410,668) increase based on the addition of 132 positions in the current year, plus an additional 5 positions in FY 2014-15.

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- Account 6550 Workers' Compensation Contribution reflects an 8% (\$225,053) increase based on actual experience.
- Account 6600 Health Insurance Contribution represents an 11% (\$1,531,377) increase due to an increase in participation.
- Salary savings is recommended at 7.5% (\$8,087,253) to account for normal recruitment timeframes, unpaid leave of absences, and savings associated with employee turnover.

Services and Supplies

- Services and Supplies recommended at \$59,046,500 represent a 5% (\$2,796,154) decrease from the current year adopted budget primarily due to a change in the budgeting account used for 21 direct client services contracts from Professional & Specialized Services, account 7295 to Other Charges, account 7870. Account 7870 is used primarily for this purpose.

Recommended funding includes:

- Account 7040 Telephone Charges reflect a 23% (\$231,843) increase due to the connectivity cost of positions added in the current year and charges associated with operating an Integrated Voice Response (IVR) System as part of the DSS Service Center Call Center functions.
- Account 7295 Professional & Specialized Services reflect a 24% (\$4,051,348) decrease. The reduction is mainly attributed to 21 contracts that were previously budgeted in account 7295 which are now included in the recommended budget under Other Charges, account 7870 (\$3,938,072). The services provided by these agreements are considered direct client services.
- Account 7296 Data Processing Services reflect a 16% (\$1,321,155) increase based on estimated PC leases, connectivity, info storage, and Microsoft Enterprise License costs associated with 132 positions that were added in the current year. The recommended increase also includes projected application labor and IT support costs associated with all system changes related to ACA implementation and other State mandated changes.
- Account 7611 Security Services reflect a 14% (\$255,228) decrease based on a significant reduction in the rates charged by the Internal Services Department (ISD), General Services division.

Other Charges

- Other Charges recommended at \$43,110,670 represent a 9% (\$3,390,323) increase over the current year adopted budget.

Recommended funding includes:

- An accounting procedure correction resulted in 21 contracts, a total of \$3,938,072 previously budgeted in account 7295, Professional & Specialized Services, which are now budgeted in account 7870, as the service providers are in direct contact with the clients.
- Funding of \$1,100,000 to fund the implementation of the CalWORKs Expanded Subsidized Employment (ESE) program, which places CalWORKs recipients and other eligible participants with qualified employers.

Residual Equity Transfer Out - Fleet

- Residual Equity Transfers recommended at \$563,300 represent costs associated with replacement of vehicles that have reached useful life and are recommended by the Internal Services Department for replacement in the Child Welfare Services program.

(19) Automobiles\$470,011 Replacement

(4) Vans..... \$93,289..... Replacement

SUMMARY OF REVENUES

- Revenues are recommended at \$291,308,326, a 5% (\$13,806,959) increase over the FY 2013-14 Adopted Budget based on actual current year state and federal program allocations.
- Intergovernment Revenues-State are recommended at \$90,896,869 and reflect a 24% (\$17,342,478) increase over the FY 2013-14 Adjusted Budget based on the actual current year CalWIN, Medi-Cal, CalFresh, and CalWORKs allocations and a change in the breakdown used for budgeting state and federal revenues for the CalWORKs program. As the CalWORKs Allocation is a federal block grant, state/federal funding ratios are not statutorily fixed and are based on the type of funds the State remits to counties. The CalWORKs state and federal breakdown that was utilized for the recommended budget was based on the actual remittances of the most recent full fiscal year, FY 2012-13.
- Intergovernment Revenues-Federal are recommended at \$159,412,874 and reflect less than a 1% (\$566,147) increase based on the Federal revenue drawdown of the current year Medi-Cal, CalFresh, and CalWORKs allocations. This account also reflects a change in the breakdown used for budgeting state and federal revenues for the CalWORKs program.
- Miscellaneous Revenues are recommended at \$622,630 and reflect a 21% (\$168,694) decrease based on reduced availability of third party funds for child welfare grants (i.e. California Endowment and Stuart Family to Family).
- Social Services Realignment Revenues are recommended at \$34,892,032 and reflect less than a 1% (\$658) decrease based on the projected County share-of-cost in realigned programs.
- Intrafund Revenues are recommended at \$5,266,719 and reflect a 43% (\$3,932,314) decrease due to a delay in the implementation of vendor-provided Child Welfare mental health services. The department assumed that the program would be implemented in the current year, but unanticipated issues are still under review between the DSS and DBH. The decrease in revenues reflects the continued delay in program start-up.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – State			
3480 – State Welfare Administration	72,246,746	90,481,246	89,589,224
3539 – EPSDT Aid State	1,184,722	1,184,722	1,184,722
3575 – State Other	122,923	122,923	122,923
Total	\$ 73,554,391	\$ 91,788,891	\$ 90,896,869
Acct # - Intergovernment Revenues – Federal			
4361 – Federal Welfare Administration	154,817,331	156,474,125	156,987,089
4382 – MCAH Federal Mat Child Health	579,866	579,866	579,866
4408 – SDMC Patient Current Yr	3,449,530	1,845,919	1,845,919
Total	\$ 158,846,727	\$ 158,899,910	\$ 159,412,874
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	791,324	792,630	622,630
Total	\$ 791,324	\$ 792,630	\$ 622,630
Acct # - Other Financing Sources			
5951 – Op Trans In From Special Rev Fund	34,892,690	34,892,690	34,892,032
Total	\$ 34,892,690	\$ 34,892,690	\$ 34,892,032
Acct # - Intrafund			
5990 – Intrafund Revenue	9,199,032	6,626,844	5,266,719
Total	\$ 9,199,032	\$ 6,626,844	\$ 5,266,719
Total Revenues	\$ 277,284,164	\$ 293,000,965	\$ 291,091,124

PENDING FACTORS

Although a Request for Proposal was issued on March 18, 2014 for court-ordered children's mental health services, the selected vendor(s) may not be operationalized at the beginning of the fiscal year. Discussions between DSS and DBH are on-going to ensure that all budgetary and accounting requirements are met. As a result, DSS and DBH may require changes in the way appropriations and estimated revenues are allocated between the two departments. The department will return to your Board if changes to appropriations or estimated revenues are needed.

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DEPARTMENT OF SOCIAL SERVICES - 5610

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE/</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3203	Account Clerk I	889	10	7	\$ 177,843
3205	Account Clerk II	986	3	3	93,133
3260	Account Clerk III	1,106	35	35	1,285,746
3215	Accountant II	1,743	5	5	256,642
3166	Administrative Secretary - Conf.	1,438	1	1	47,998
0235	Assist Director of Soc Svs	E	1	1	131,675
3010	Chief Office Assistant	1,537	1	1	51,006
2200	Deputy Director	D	5	5	436,565
8072	Director	B	1	1	131,675
3037	Driver	898	6	6	170,086
3033	Eligibility Worker I	1,049	277	277	8,382,949
3034	Eligibility Worker II	1,155	74	74	2,724,884
3035	Eligibility Worker III	1,343	571	571	24,416,700
2341	Financial Analyst I	1,597	2	2	107,617
2342	Financial Analyst II	1,774	2	2	103,533
2343	Financial Analyst III	2,048	2	2	121,217
3704	Information Technology Analyst I	1,489	2	2	81,421
3707	Information Technology Analyst IV	2,302	5	5	371,614
1905	Job Specialist I	1,343	27	27	1,241,265
1904	Job Specialist II	1,478	8	8	419,545
1907	Job Specialist III	1,626	142	142	7,695,835
3125	Office Assistant I	837	94	94	2,198,893
3110	Office Assistant II	940	46	46	1,346,043
3080	Office Assistant III	1,049	319	319	10,840,933
3126	Office Assistant I-Conf.	851	1	1	25,438
3111	Office Assistant II-Conf.	956	1	1	27,460
3081	Office Assistant III-Conf.	1,067	1	1	35,600
2297	Principal Staff Analyst	E	4	4	319,632
3622	Program Technican I -Conf.	1,266	1	3	108,157
3623	Program Technican II -Conf.	1,416	5	5	236,464
3620	Program Technician I	1,246	3	3	106,055
3621	Program Technician II	1,393	21	21	971,413
3144	Secretary I	940	2	2	51,401
3142	Secretary II	1,049	7	7	243,694
3140	Secretary III	1,169	4	4	158,343
3160	Secretary IV	1,291	20	20	847,631
3161	Secretary IV-Conf.	1,313	2	2	87,957
3255	Senior Accountant	2,036	2	2	122,089
3708	Senior Information Technology Analyst	2,622	2	2	175,167
2294	Senior Staff Analyst	F	5	5	363,220
2240	Senior Systems & Procedure Analyst	2,423	2	2	161,028
3036	Social Services Appeals Specialist	1,552	17	17	845,923
2332	Social Services Finance Division Chief	E	1	1	75,299
2361	Social Services Finance Manager	F	3	3	217,932
1924	Social Services Program Manager	E	25	25	1,955,363
3031	Social Services Program Supervisor	1,874	127	131	7,780,677
1931	Social Work Practitioner	1,831	103	103	5,860,661
1930	Social Work Supervisor	2,135	53	53	3,669,212
5091	Social Worker Aide I	784	6	6	132,904
5093	Social Worker Aide II	956	18	18	550,087
1945	Social Worker I	1,355	57	57	2,230,212
1940	Social Worker II	1,492	21	21	1,040,501
1935	Social Worker III	1,678	214	214	11,796,106

Social Services -- 5610

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE/</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2291	Staff Analyst I	1,597	7	7	\$ 313,419
2292	Staff Analyst II	1,774	4	4	223,014
2293	Staff Analyst III	2,048	11	11	730,039
1951	Substance Abuse Specialist I	1,268	0	2	63,566
1952	Substance Abuse Specialist II	1,399	3	3	131,620
3240	Supervising Account Clerk II	1,466	5	5	234,148
3070	Supervising Office Assistant II	1,399	39	39	1,758,789
3625	Supervising Program Technician	1,564	1	1	52,216
3624	Supervising Program Technician - Conf.	1,564	1	1	52,216
2213	Systems & Procedures Analyst I	1,513	1	1	54,171
2212	Systems & Procedures Analyst III	2,164	12	12	850,176
2225	Systems & Procedures Manager	E	1	1	89,785
Subtotal			2,452	2,457	\$ 107,583,603
Auto Allowance					6,180
Lead Worker Pay					73,491
Bilingual Skill Pay					362,035
Child Welfare Differential					246,434
Less Salary Savings (7.5%)					(8,087,253)

TOTAL REGULAR SALARIES \$ 100,184,490

VACANT POSITIONS RECOMMENDED FOR DELETION (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE/</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3203	Account Clerk I	889	-3	\$ 72,918
	Cost of Restoring Vacant Positions		-3	\$ 72,918

RECOMMENDED POSITIONS TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE/</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3622	Program Technican I -Conf.	1,266	2	\$ 63,417
1951	Substance Abuse Specialist I	1,268	2	63,566
	Cost of Adding Positions		4	\$ 126,983

DSS - Aid to Adoptions -- 6415

Aid to Adoptions BUDGET 6415 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 25,822,640	\$ 28,485,950	\$ 30,643,005	\$ 2,157,055	8%
Total Appropriations	\$ 25,822,640	\$ 28,485,950	\$ 30,643,005	\$ 2,157,055	8%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 6,332	\$ -	\$ -	\$ -	0%
Intergovernment Rev-Federal	11,429,015	12,626,326	13,445,628	819,302	6%
Miscellaneous Revenues	32,414	32,948	17,750	(15,198)	-46%
Other Financing Sources	11,217,911	12,963,824	14,021,401	1,057,577	8%
Total Revenues	\$ 22,685,672	\$ 25,623,098	\$ 27,484,779	\$ 1,861,681	7%
<u>Net County Cost</u>	\$ 3,136,967	\$ 2,862,852	\$ 3,158,226	\$ 295,374	10%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

DSS - AID TO ADOPTIONS – 6415

FUNCTION

The Aid to Adoptions program eligibility and payment system is administered by the Department of Social Services (DSS) and provides assistance payments to qualified parents who need financial assistance in order to adopt a child. Assistance payments aid families who adopt 'hard-to-place' children with the cost of food, housing, other basic needs, and some special needs (i.e. ongoing counseling, health needs, etc.). Families are eligible until the child reaches the age of 18. Assembly Bill (AB) 12 authorized several changes to Foster Care and Kin-GAP, including increasing the child age limit eligibility from 19 years to 20 years beginning January 2013; and from 20 years to 21 years beginning January 2014. Due to the implementation of AB 12, families are also eligible for extended payment benefits up to age 21, provided the child was at least age 16 at time of adoption. Youth with a mental or physical disability are eligible for extended benefits up to the age of 21 regardless of the age of the child at time of adoption. Staff support for eligibility and payment processing services, as well as positions that support case management and placement activities are included in the DSS budget (Org 5610).

OVERVIEW

The FY 2014-15 Recommended Budget of \$30,643,005 represents an 8% (\$2,157,055) increase over the FY 2013-14 Adopted Budget based on current Aid to Adoptions caseload trends. The estimated offsetting revenue (\$27,484,779) reflects a 7% (\$1,861,681) increase over the current year adopted budget and net County cost (\$3,158,226) reflects a 10% (\$295,374) increase over the current year adopted budget. The County's share-of-cost (\$17,179,626) for this program is funded with 1991 Realignment revenues (\$1,093,816), 2011 Realignment revenues (\$12,927,584), and net County cost of (\$3,158,226).

SUMMARY OF CAO RECOMMENDATIONS

Other Charges

- Recommended funding of \$30,643,005 represents an 8% (\$2,157,055) increase over the current year adopted budget based on current year caseloads and average grant projections. The average caseload includes 21 cases currently participating in the SB 163 Wraparound program in lieu of group home placement.
- The budgeted Aid to Adoptions recommended budget compared to FY 2013-14 Adopted Budget caseload reflects 1.4% (38) caseload growth over the current year's projected cases of 2,639 per month to 2,677 cases per month in FY 2014-15 based on current caseload trends. The recommended budget also includes the estimated impact of the 2.98% California Necessities Index (CNI) increase to the average grant, which accounts for \$886,638 in increased cost for FY 2014-15.

Recommended funding includes:

- Federal Aid to Adoptions cases budgeted at \$27,042,655 reflect an increase of \$1,790,004 for a monthly average of 2,355 cases at a rounded average grant of \$957.
- Non-Federal Aid to Adoptions cases budgeted at \$3,582,599 reflect an increase of \$382,248 for a monthly average of 320 cases at a rounded average grant of \$932.
- Estimated grant repayments are in the amount of \$17,750. These costs are incurred by the department; and therefore, funds are budgeted in the recommended appropriations, but are reduced from the total cost claimed under Federal and Non-Federal Aid to Adoptions cases.

SUMMARY OF REVENUES

- Revenues are recommended at \$27,484,779, a 7% (\$1,861,681) increase over the current year adopted budget based on projected caseload and average grant amounts for FY 2014-15 and available realignment revenues allocated to this program. Significant changes by specific revenue source are noted below.
 - Intergovernment Revenues-Federal recommended at \$13,445,628 reflects a 6% (\$819,302) increase based on the statutory ratios for federal adoption cases.
 - Miscellaneous Revenues-Welfare Repayments recommended at \$17,750 reflect a 46% (\$15,198) decrease based on grant repayment collection trends.
 - Other Financing Sources recommended at \$14,021,401 reflect an 8% (\$1,057,577) increase and consist of \$1,093,817 in 1991 Realignment and \$12,927,584 in 2011 Realignment.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – Federal			
4380 – Federal Other	12,626,326	12,495,653	13,445,628
Total	\$ 12,626,326	\$ 12,495,653	\$ 13,445,628
Acct # - Miscellaneous Revenues			
5777 – Welfare Repayments	32,948	17,750	17,750
Total	\$ 32,948	\$ 17,750	\$ 17,750
Acct # - Other Financing Sources			
5951 – Op Trans In Form Special Rev F (Realignment)	12,963,824	12,933,640	14,021,401
Total	\$ 12,963,824	\$ 12,933,640	\$ 14,021,401
Total Revenues	\$ 25,623,098	\$ 25,447,043	\$ 27,484,779

PENDING FACTORS

The Governor's January budget included a State calculated California Necessities Index (CNI) increase of 2.98% for all Group Home and Foster Home rates for FY 2014-15. As the Aid to Adoptions assistance payments are based on foster home rates, the projected CNI increase was accounted for in the recommended budget. If the actual CNI increase for FY 2014-15 is different, the department will return to your Board midyear with the appropriate recommended actions, if changes are needed.

DSS - CalWORKs -- 6310

**CalWORKS
BUDGET 6310
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 154,966,024	\$ 157,006,577	\$ 167,517,012	\$ 10,510,435	7%
Total Appropriations	\$ 154,966,024	\$ 157,006,577	\$ 167,517,012	\$ 10,510,435	7%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 46,758,849	\$ 58,781,551	\$ 51,012,917	\$ (7,768,634)	-13%
Intergovernment Rev-Federal	75,274,954	64,584,185	69,099,186	4,515,001	7%
Miscellaneous Revenues	591,192	1,053,256	1,056,570	3,314	0%
Other Financing Sources	30,455,486	30,625,173	44,321,717	13,696,544	45%
Total Revenues	\$ 153,080,480	\$ 155,044,165	\$ 165,490,390	\$ 10,446,225	7%
<u>Net County Cost</u>	\$ 1,885,543	\$ 1,962,412	\$ 2,026,622	\$ 64,210	3%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

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** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

DSS - CALWORKS – 6310

FUNCTION

The California Work Opportunity and Responsibility to Kids (CalWORKs) program is administered by the Department of Social Services (DSS) and provides cash assistance payments for families with dependent children. Assistance payments 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 rules 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 CalFresh benefits. The State Safety Net program, which provides cash assistance for children of adults who have reached their CalWORKs lifetime time-on-aid limit is also included in this budget.

OVERVIEW

The FY 2014-15 Recommended Budget of \$167,517,012 represents a 7% (\$10,510,435) increase over the FY 2013-14 Adopted Budget based on current year CalWORKs caseload trends and average grant. The estimated offsetting revenues (\$165,490,390) reflect a 7% (\$10,446,225) increase, and net County cost (\$2,026,622) reflects a 3% (\$64,210) increase over the current year. The County's share-of-cost (\$34,704,030) for this program is funded with \$31,291,779 in 2011 Realignment, \$1,385,629 in 1991 Realignment, and net County cost of \$2,026,622. Staffing for eligibility and payment processing services is provided under the DSS budget Org 5610.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The Earned Income Disregard (EID) used in the grant calculation for CalWORKs recipients is up to the first \$225 of earned income per month. Effective October 1, 2013, the first \$225 per month of initial earned income and 50% of any remaining earned income will be disregarded from the grant calculation. On average, an estimated 220 cases in FY 2014-15 will remain eligible each month instead of being discontinued as a result of earnings over the eligibility limit. The estimated annual cost of this change is \$147,840 for FY 2014-15.

On March 1, 2014, Assembly Bill (AB) 85 increased the Maximum Aid Payment (MAP) by 5% for all cases increasing the average monthly grant from \$456 to \$478. The estimated annual increase in assistance payments is \$7,852,355 and will be fully covered by the State. Under AB 85, the additional assistance payment costs were to be cost neutral to counties; as such, the State based changes to the monthly assistance expenditure claims to implement this provision.

Senate Bill (SB) 1041 created new time limitations on the Employment Services Welfare-to-Work (WTW) 24-Month Time Clock, and alignment of CalWORKs hourly work requirements to Federal participation requirements with changes to certain WTW exemptions. These changes were effective January 1, 2013. It is anticipated that the WTW 24-Month Clock limitation will have an impact on costs beginning on January 1, 2015 which are included in budgeted appropriations.

Other Charges

- Recommended appropriations of \$167,517,012 represent a 7% (\$10,510,435) increase over the FY 2013-14 Adopted Budget based on caseload and average grant projections.

Recommended funding includes:

- The recommended budget caseload reflects a 1% (348 cases) increase over the current year with a monthly average of 29,120 cases. An average grant of \$478 per month is projected for the budget year.

SUMMARY OF REVENUES

- Revenues are recommended at \$165,490,390 which represent a 7% (\$10,446,225) increase over the FY 2013-14 Adopted Budget based on current year caseload projections. Significant changes in revenue sources are listed below:
 - Intergovernment Revenues-State recommended at \$51,012,917 reflect an 13% (\$7,768,634) decrease based on the anticipated receipt of \$11,644,309 in AB 85 1991 Realignment funds "in lieu of" State funds for FY 2014-15.
 - Intergovernment Revenues-Federal recommended at \$69,099,186 reflect a 7% (\$4,515,001) increase based on caseload projections and associated statutory funding ratios for CalWORKs cases.
 - Other Financing Sources recommended at \$44,321,717 reflect a 45% (\$13,696,544) increase due to the anticipated receipt of \$11,644,309 in AB 85 1991 Realignment funds "in lieu of" State funds for FY 2014-15.
 - Miscellaneous Revenues recommended at \$1,056,570 represent less than 1% change from FY 2013-14.
 - \$485,000 in Welfare Overpayment Collections based on current collection trends.
 - \$571,570 in Child Support Collections due to the end of the child support revenue suspension beginning in FY 2013-14. The suspension began FY 2011-12 and legislation extended the suspension through FY 2012-13.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – State			
3491 – Intergovernment Revenues	64,584,185	58,753,715	51,012,917
Total	\$ 64,584,185	\$ 58,753,715	\$ 51,012,917
Acct # - Intergovernment Revenues-Federal			
4362 – Intergovernment Revenues-Federal	58,781,551	64,476,831	69,099,186
Total	\$ 58,781,551	\$ 64,476,831	\$ 69,099,186
Acct # - Miscellaneous Revenues			
5777 – Welfare & Child Support Repayments	485,000	563,089	485,000
5779 – Child Support	568,256	508,300	571,570
Total	\$ 1,053,256	\$ 1,071,389	\$ 1,056,570
Acct # - Other Financing Sources			
5951 – Realignment	30,625,173	33,282,034	44,321,717
Total	\$ 30,625,173	\$ 33,282,034	\$ 44,321,717
Total Revenues	\$ 155,044,165	\$ 157,583,969	\$ 165,490,390

PENDING FACTORS

The recommended budget assumes that the full impact of the implementation of the 24-month State participation time clock limit is not anticipated to affect CalWORKs costs until January 2015. Furthermore, the full impact of the 5% grant increase is not anticipated to affect the CalWORKs cost until March 1, 2014. If actual impacts are significantly different from the current assumptions, the department may need to return to your Board midyear with the appropriate recommended actions.

The amount of AB 85 1991 Realignment that the department will receive "in lieu of" State funds has not been finalized by the State. This process is a "dollar for dollar" reduction in State revenues owed to the department to be replaced by AB 85 1991 Realignment funds. Once the final amount is determined, the State and 1991 Realignment revenue mix for this Org may change and the department will need to return to your Board with appropriate recommended actions.

DSS - Aid to Refugees -- 6615

Aid to Refugees BUDGET 6615 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 28,754	\$ 38,736	\$ 36,000	\$ (2,736)	-7%
Total Appropriations	\$ 28,754	\$ 38,736	\$ 36,000	\$ (2,736)	-7%
<u>Revenues</u>					
Intergovernment Rev-Federal	\$ 33,742	\$ 38,736	\$ 36,000	\$ (2,736)	-7%
Total Revenues	\$ 33,742	\$ 38,736	\$ 36,000	\$ (2,736)	-7%
<u>Net County Cost</u>	\$ (4,988)	\$ -	\$ -	\$ -	0%

	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary					-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

DSS - AID TO REFUGEES – 6615**FUNCTION**

The Federal Refugee Cash Assistance (RCA) program is administered by the Department of Social Services (DSS) and provides public assistance to refugees newly admitted to the United States. Assistance payments 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. The program is 100 percent federally funded with the Cash, Medical, and Administration Grant through the Office of Refugee Resettlement. Staffing for eligibility services is provided through the DSS budget (Org 5610).

OVERVIEW

The FY 2014-15 Recommended Budget of \$36,000 reflects a 7% (\$2,736) decrease from the FY 2013-14 Adopted Budget based on current year caseload trends. There is no net County cost for this program as all costs are offset with Federal funding.

SUMMARY OF CAO RECOMMENDATIONS**Other Charges**

- Recommended funding of \$36,000 reflects a 7% (\$2,736) decrease from the current year based on caseload and average grant projections. The recommended RCA caseload reflects a 17% decrease from 12 cases in FY 2013-14 to 10 cases in FY 2014-15.

Recommended funding includes:

- \$36,000, which reflects a decrease of (\$2,736) to finance a monthly average of 10 cases per month with an average grant of \$300.

SUMMARY OF REVENUES

- Revenues are recommended at \$36,000, a 7% (\$2,736) decrease from the current year based upon current year caseload and average grant projections.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – Federal			
4380 – Federal-Other	38,736	26,252	36,000
Total	\$ 38,736	\$ 26,252	\$ 36,000
Total Revenues	\$ 38,736	\$ 26,252	\$ 36,000

DSS - Dependent Children - Foster Care -- 6410

Dependent Children-Foster Care BUDGET 6410 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 41,591,453	\$ 44,990,187	\$ 51,591,346	\$ 6,601,159	15%
Total Appropriations	\$ 41,591,453	\$ 44,990,187	\$ 51,591,346	\$ 6,601,159	15%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 3,453,411	\$ 2,837,637	\$ 2,652,258	\$ (185,379)	-7%
Intergovernment Rev-Federal	11,863,298	14,285,127	14,074,164	(210,963)	-1%
Miscellaneous Revenues	981,394	1,404,393	1,420,741	16,348	1%
Other Financing Sources	22,207,632	20,238,973	27,152,250	6,913,277	34%
Intrafund Revenue	108,504	136,932	106,632	(30,300)	-22%
Total Revenues	\$ 38,614,239	\$ 38,903,062	\$ 45,406,045	\$ 6,502,983	17%
<u>Net County Cost</u>	\$ 2,977,214	\$ 6,087,125	\$ 6,185,301	\$ 98,176	2%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary -

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

DSS - FOSTER CARE – 6410

FUNCTION

The Foster Care Assistance Payment program is administered by the Department of Social Services (DSS) 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. This budget includes funding for the Kinship Guardianship Assistance Program (Kin-GAP), which is intended to enhance family preservation and stability by promoting stable placements of children with relatives, and appropriations for “County only” foster care placements. Case management and placement services are provided through the DSS budget (Org 5610).

OVERVIEW

The FY 2014-15 Recommended Budget of \$51,591,346 represents a 15% (\$6,601,159) increase over the FY 2013-14 Adopted Budget based on current year caseload trends and projected average placement costs. The estimated offsetting revenues (\$45,406,045) reflect a 17% (\$6,502,983) increase, and net County cost (\$6,185,301) reflects a 2% (\$98,176) increase. The County share-of-cost (\$33,337,551) for this program is funded with 1991 Realignment revenues (\$13,762,015), 2011 Realignment revenues (\$13,390,235), and net County cost of (\$6,185,301).

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

On September 30, 2010, Assembly Bill (AB) 12 passed and authorized several changes to Foster Care and Kin-GAP, including increasing the child age limit eligibility from 19 years to 20 years beginning January 2013; and from 20 years to 21 years beginning January 2014. Prior to the AB 12 Extended Foster Care (EFC) program, the courts could order foster care for a child over 18 and the County would be required to issue 100% County funds for the placement of the child. EFC added two years of eligibility for qualifying children and provided offsetting funding for federal-eligible cases. Participation in EFC is voluntary for the youth, and youth can exit and enter the program at any time prior to their eligibility expiring. The FY 2014-15 Recommended Budget includes an estimated 290 cases per month in EFC, based on the current year trend.

Other Charges

- Recommended funding of \$51,591,346 represents a 15% (\$6,601,159) increase over the current year adopted budget based on actual caseload and average placement cost trends.
- The overall budgeted caseload reflects 2,717 average monthly cases in FY 2014-15, which is an increase of 16.9% (392 cases) over the current year adopted caseload. The FY 2014-15 budgeted average placement cost of \$1,550 per month includes a statutory increase to the foster home and group home rates based on a California Necessities Index (CNI) estimate of 2.98%.

Recommended funding includes:

- Federal and State foster care cases budgeted at \$42,885,625, an increase of \$5,574,956, is based a monthly average of 1,716 minor (0-18 years old) cases and 290 EFC (19–21 years old) cases at an average grant of \$1,845 and \$1,405, respectively. Recommended funding includes an estimated increase to foster home and group home rates of 2.98% based on the State estimate of the CNI rate for FY 2014-15.

DSS - Dependent Children - Foster Care -- 6410

- Kin-GAP cases budgeted at \$4,271,928, an increase of \$36,559, for a monthly average of 467 cases at an average grant of \$762. Recommended funding includes an estimated rate increase to Federal and Non-Federal Kin-GAP rates of 2.98% based on the State's estimate of the CNI rate.
- Emergency Assistance foster care cases budgeted at \$2,923,280, an increase of \$910,296, for an average of 160 cases per month at an average grant of \$1,523 per month. Recommended funding includes an estimated rate increase to foster home and group home rates of 2.98%, based on the State's estimate of the CNI rate.
- Emergency Shelter Care and County Only foster care cases budgeted at \$444,528, a decrease of \$48,597, for an average of 84 cases per month at a rounded average grant of \$441 per month. Recommended funding includes a State estimated CNI rate increase of 2.98% applicable to eligible placements.
- Estimated grant and SSI repayments in the amount of \$1,065,985. These costs are incurred by the department; therefore, these funds are included in the recommended funding, but are reduced from the total cost claimed under Federal and Non-Federal Foster Care cases.

SUMMARY OF REVENUES

- Revenues are recommended at \$45,406,045 and reflect a 17% (\$6,502,983) increase over the current year budget, based on projected caseload and average placement costs for FY 2014-15. Significant changes by specific revenue source are noted below:
 - Intergovernment Revenues-State, recommended at \$2,652,258, reflect a 7% (\$185,379) decrease, based on a decrease from the average grant of State Kin-GAP cases.
 - Intergovernment Revenues-Federal, recommended at \$14,074,164, reflect a 1% (\$210,963) decrease, based on statutory ratios for federal cases including federally eligible Kin-GAP cases and an allocation of \$1,335,817 in Federal Title XX funds, which is unchanged from the FY 2013-14 Adopted Budget. The Title XX funds are capped federal funds allocated to counties for social services programs in place of 2011 Realignment Funds.
 - Miscellaneous Revenues, recommended at \$1,420,741, reflect a 1% (\$16,348) increase based on current year grant repayments and Social Security Income (SSI) reimbursement receipts and Child Support Collections.
 - Other Financing Sources, recommended at \$27,152,250, reflect a 34% (\$6,913,277) increase, based on the 2011 Realignment share-of-cost and available 1991 Realignment.
 - Intrafund Revenues, recommended at \$106,632, reflect a 22% (\$30,300) decrease, based on actual case costs eligible to be covered with Child Welfare Services Emergency Assistance - Temporary Assistance to Needy Families (EA-TANF) revenues.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – State			
3493 - State-Aid-Foster Care	2,837,637	2,653,970	2,652,258
Total	\$ 2,837,637	\$ 2,653,970	\$ 2,652,258
Acct # - Intergovernment Revenues – Federal			
4364 - Federal-Aid-Foster Care	14,285,127	13,195,729	14,074,164
Total	\$ 14,285,127	\$ 13,195,729	\$ 14,074,164
Acct # - Miscellaneous Revenues			
5777 - Welfare Repayments	96,516	96,516	111,000
5800 - Other Miscellaneous	841,524	841,524	954,985
5779 - Child Support Collections	466,353	466,353	354,756
Total	\$ 1,404,393	\$ 1,404,393	\$ 1,420,741
Acct # - Other Financing Sources			
5951 - Op Trans In Form Special Rev F (Realignment 1991 & 2011)	20,238,973	22,226,496	27,152,250
Total	\$ 20,238,973	\$ 22,226,496	\$ 27,152,250
Acct # - Intrafund			
5990 - Intrafund Revenue	136,932	136,932	106,632
Total	\$ 136,932	\$ 136,932	\$ 106,632
Total Revenues	\$ 38,903,062	\$ 39,617,520	\$ 45,406,045

PENDING FACTORS

The Governor's January budget includes a State-calculated California Necessities Index (CNI) increase of 2.98% for all Group Home and Foster Home rates for FY 2014-15. This increase is accounted for in the recommended budget for Foster Care. If the final FY 2014-15 State budget and calculation of the actual CNI rate increase are significantly different from the Governor's Budget, the department may need to return to your Board midyear with the appropriate recommended budget adjustments.

Assembly Bill 1712, which became law on January 1, 2013, updates the definition of a 'relative,' subject to federal approval, for purposes of establishing kinship for the Kin-GAP program. Currently, the definition only includes affiliated relatives to the fifth degree. Assembly Bill 1712 will expand this definition to include fictive kin, which includes nonrelated extended family members, tribal members, and those who have built a significant family-like relationship with a child. If federal approval is received, the expanded definition could impact the number of children qualifying for the Kin-GAP program. The department will evaluate the impacts at that time and will return to your Board midyear with appropriate recommended actions.

DSS - General Relief -- 6645

General Relief BUDGET 6645 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 9,282,036	\$ 11,190,803	\$ 10,004,796	\$ (1,186,007)	-11%
Total Appropriations	\$ 9,282,036	\$ 11,190,803	\$ 10,004,796	\$ (1,186,007)	-11%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 1,188,316	\$ 1,454,904	\$ 1,161,228	\$ (293,676)	-20%
Charges For Services	1,392,089	1,260,678	1,126,032	(134,646)	-11%
Miscellaneous Revenues	58,715	72,748	84,372	11,624	16%
Total Revenues	\$ 2,639,120	\$ 2,788,330	\$ 2,371,632	\$ (416,698)	-15%
<u>Net County Cost</u>	\$ 6,642,916	\$ 8,402,473	\$ 7,633,164	\$ (769,309)	-9%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

DSS - GENERAL RELIEF – 6645

FUNCTION

The General Relief (GR) program is administered by the Department of Social Services (DSS) 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 Resolution adopted by the Board of Supervisors. This budget also includes 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). CAPI is a 100% reimbursed state categorical assistance program which 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. Staffing for eligibility and payment processing services is provided through the DSS budget (Org 5610).

OVERVIEW

The FY 2014-15 Recommended Budget of \$10,004,796 is an 11% (\$1,186,007) decrease from the FY 2013-14 Adopted Budget. Recommended appropriations for the General Relief program (\$8,759,196) represent a 9% (\$903,955) decrease. Recommended appropriations for the CAPI program (\$1,245,600) represent an 18% (\$282,052) decrease, based on actual FY 2013-14 caseload trends. The estimated offsetting revenue (\$2,371,632) reflects a 15% (\$416,698) decrease and net County cost (\$7,633,164) reflects a 9% (\$769,309) decrease from the FY 2013-14 Adopted Budget.

SUMMARY OF CAO RECOMMENDATIONS

Other Charges

- Recommended funding of \$10,004,796 reflects an 11% (\$1,186,007) decrease from the current year based on caseload and average grant projections.

Recommended funding includes:

- General Relief program costs in the amount of \$8,759,196, which is comprised of the following components:
- \$8,458,040 for a monthly average of 3,157 General Relief cases at a rounded average grant of \$223.
- \$127,000 for the performance of medical incapacity evaluations reflects a 30% increase, based on increased rates for services.
- \$45,600 for the performance of mental health incapacity evaluations.
- \$128,556 to provide applicants with transportation assistance to complete job search activities and attend scheduled doctor/health services related appointments. This reflects a 40% decrease from the current budget based on the trend of a decrease in the number of users.
- CAPI costs in the amount of \$1,161,228 for a monthly average of 123 CAPI cases at a rounded average grant of \$790.
- Estimated welfare repayments in the amount of \$84,372. These costs are incurred by the department; and therefore, funds are budgeted in the recommended funding, but are reduced from the total cost claimed under the State CAPI program.

SUMMARY OF REVENUES

- Revenues are recommended at \$2,371,632, which reflect a 15% (\$416,698) decrease from the FY 2013-14 Adopted Budget and are based on current year caseload projections and reimbursements for Interim Assistance and the CAPI program
 - Intergovernment Revenues-State (\$1,161,228) – Estimated to decrease from the current year adopted budget by 20% (\$293,676) based on a lower projection of caseloads in the State CAPI program.
 - Charges for Services (\$1,126,032) – Estimated to decrease from the current year adopted budget by 11% (\$134,646) based on current trends of the Federal repayment of interim assistance paid to clients waiting for SSI/SSP certification.
 - Miscellaneous Revenues (\$84,372) – Estimated to increase over the current year adopted budget by 16% (\$11,624) based on actual CAPI overpayment collections received in FY 2013-14.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – State			
3575 – State Other	1,454,904	1,161,626	1,161,228
Total	\$ 1,454,904	\$ 1,161,626	\$ 1,161,228
Acct # - Charges for Services			
4927 – Interim Assistance-Welfare	1,260,678	1,126,030	1,126,032
Total	\$ 1,260,678	\$ 1,126,030	\$ 1,126,032
Acct # - Miscellaneous Revenues			
5777 – Welfare Repayment	72,748	84,370	84,372
Total	\$ 72,748	\$ 84,370	\$ 84,372
Total Revenues	\$ 2,788,330	\$ 2,372,026	\$ 2,371,632

DSS - Veterans Service Office -- 7110

**Veterans Service Office
BUDGET 7110
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 372,835	\$ 395,930	\$ 482,027	\$ 86,097	22%
Services and Supplies	109,859	125,772	128,187	2,415	2%
Total Appropriations	\$ 482,694	\$ 521,702	\$ 610,214	\$ 88,512	17%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 82,172	\$ 82,653	\$ 100,414	\$ 17,761	21%
Miscellaneous Revenues	59,823	77,379	92,300	14,921	19%
Intrafund Revenue	229,770	240,708	238,632	(2,076)	-1%
Total Revenues	\$ 371,765	\$ 400,740	\$ 431,346	\$ 30,606	8%
<u>Net County Cost</u>	\$ 110,929	\$ 120,962	\$ 178,868	\$ 57,906	48%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	5	5	6	1	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

VETERANS SERVICE OFFICE – 7110

FUNCTION

The Veterans Service Office (VSO) assists veterans, their spouses, widows, and dependents in applying for Federal and State benefits through the California Department of Veterans Affairs (CDVA). The office provides assistance in filing applications and claims for the following benefits: pensions, compensations, education, 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. Additionally, the Fresno Veterans Service Office has an agreement with Madera County to act as their VSO and provide services to veterans in Madera two days per week. Revenue received as a result of the agreement is included in this budget.

OVERVIEW

The FY 2014-15 Recommended Budget of \$610,214 reflects a 17% (\$88,512) increase in appropriations over the FY 2013-14 Adopted Budget. The FY 2014-15 Recommended Budget of \$431,346 reflects an 8% (\$30,606) increase in revenues over the FY 2013-14 Adopted Budget. Staffing is recommended at six positions, including the addition of one Veterans Services Representative I position. Due to the limited number of staff, no salary savings are included in the budget.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

On September 26, 2013, the Governor signed Assembly Bill (AB) 101 into law, which provides an additional one-time \$3,000,000 in funding for all California counties participating in the County Subvention program. Fresno County's award amount was \$34,144. The increased one-time funding is intended to increase the number of veterans linked to various services. The CDVA recommends that all counties implement a Veteran Identification Card System for tracking increased office visits and service referrals. Counties currently using this system have shown a 20% increase in office traffic. To help address this anticipated increase, the department plans to fund extra-help staff with the specialized funding. Net County cost reflects a 48% (\$57,906) increase over current year, due to the addition of a Veterans Services Representative to address increased veterans' service needs.

Salaries and Benefits

- Salaries and Benefits recommended at \$482,027 represent a 22% (\$86,097) increase over the current year due to the addition of one position, promotions, salary step increases, associated benefit increases, as well as budgeted extra-help. Staffing is recommended at six positions.

Recommended funding includes:

- Account 6200 Extra-Help represents a 100% (\$10,463) increase based on estimated expenditures for one extra-help staff for a one-time project and subvention funding authorized through the CDVA for linking increased numbers of veterans to additional services and implementation of the identification card services.
- Account 6350 Unemployment Insurance represents a 34% (\$39) decrease based on Risk Management rates determined by actual experience.
- Account 6400 Retirement Contribution includes a 23% (\$27,571) increase based on increased rate, increased compensable salaries, and the addition of one position.
- Account 6500 OASDI Contribution includes a 22% (\$3,643) increase based on projected Regular

Salaries.

- Account 6550 Workers' Compensation Contribution includes a 30% (\$148) increase based on Risk Management rates determined by actual experience.
- Account 6600 Health Insurance Contribution includes a 19% (\$7,123) increase based on employer contribution rates and projected staff enrollment.
- Account 6670 Administrative Benefits Contribution includes a 5% (\$33) increase based on fewer employees participating in the Health Insurance program.

Services and Supplies

- Services and Supplies recommended at \$128,187 represent a 2% (\$2,415) increase over the current year.

Recommended funding includes:

- Account 7040 Telephone Charges represent an 8% (\$96) decrease based on updated rates and actual utilization.
- Account 7101 Liability Risk represents a 9% (\$1,041) increase based on Risk Management rates determined by actual experience.
- Account 7265 Office Expense represents a 47% (\$2,000) increase based on current year actuals and supply costs associated with printing identification badges for veterans.
- Account 7268 Postage represents a 2% (\$64) increase based on current year actuals and a current postage rate increase.

SUMMARY OF REVENUES

- Revenues are recommended at \$431,346, an 8% (\$30,606) increase over the current year adopted budget based on estimated allocations and projections of revenue for FY 2014-15 and remaining FY 2013-14 State subvention funds for designated use. Significant changes by revenue source are noted below:
 - Intergovernment Revenues-State recommended at \$100,414 is comprised of FY 2014-15 State revenues of \$82,653 and \$17,761, which is the remaining balance of the one-time special State subvention funding for designated expenditures designed to increase the number of veterans linked to services. These subvention funds are maintained in a department trust fund (Fund 2525-Welfare Trust).
 - Miscellaneous Revenues recommended at \$92,300 include a 19% (\$14,921) increase based on a projected increase to the Proposition 63 (Mental Health Services Act) Grant from the State.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – State			
3560 – State Aid for VA	82,653	85,083	100,414
Total	\$ 82,653	\$ 85,083	\$ 100,414
Acct # - Miscellaneous Revenues			
5800 – Revenue Agreements	77,379	57,317	92,300
Total	\$ 77,379	\$ 57,317	\$ 92,300
Acct # - Intrafund			
5990 – Intrafund	240,708	238,632	238,632
Total	\$ 240,708	\$ 238,632	\$ 238,632
Total Revenues	\$ 400,740	\$ 381,032	\$ 431,346

PENDING FACTORS

To improve assistance to veterans, their spouses, survivors, and dependents in applying for Federal and State benefits, the State issued one-time subvention funding to all counties with a VSO in FY 2013-14. Assembly Bill 2703 is being drafted to appropriate \$6,000,000 from the State General Fund to the CDVA for additional subvention funding for county Veterans Service Offices. On March 5, 2014, your Board sent a letter in support of the State subvention funding. If and when subvention funding from the State is increased, the department will return to your Board with any required funding adjustments for the VSO.

VETERANS SERVICE OFFICE - 7110**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
2233	Veterans Service Officer	F	1	1	\$ 74,106
3080	Office Assistant III	1049	1	1	35,026
3628	Veterans Services Representative I	1221	<u>3</u>	<u>4</u>	<u>147,767</u>
Subtotal			5	6	\$ 256,899
TOTAL REGULAR SALARIES					\$ 256,899

RECOMMENDED POSITION TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
3628	Veterans Services Representative I	1221	<u>1</u>	<u>\$ 57,906</u>
	Cost of Adding Position		1	\$ 57,906

DSS - In-Home Supportive Services -- 6420

In Home Supportive Services BUDGET 6420 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 38,790,097	\$ 37,657,571	\$ 40,361,070	\$ 2,703,499	7%
Total Appropriations	\$ 38,790,097	\$ 37,657,571	\$ 40,361,070	\$ 2,703,499	7%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 5,563,640	\$ 5,484,332	\$ 6,307,209	\$ 822,877	15%
Intergovernment Rev-Federal	8,002,743	5,704,756	6,797,231	1,092,475	19%
Miscellaneous Revenues	1,620	-	-	-	0%
Other Financing Sources	22,548,583	23,051,706	23,839,553	787,847	3%
Total Revenues	\$ 36,116,586	\$ 34,240,794	\$ 36,943,993	\$ 2,703,199	8%
<u>Net County Cost</u>	\$ 2,673,511	\$ 3,416,777	\$ 3,417,077	\$ 300	0%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

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** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

DSS - IN-HOME SUPPORTIVE SERVICES – 6420

FUNCTION

The In-Home Supportive Services (IHSS) program is administered by the Department of Social Services (DSS) 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 are unable to 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. IHSS Public Authority costs are budgeted in Org 5611. This budget reflects the total IHSS provider health benefits costs and the County share of providers' salaries, payroll taxes, workers' compensation, and Case Management Information and Payroll System (CMIPS) charges.

OVERVIEW

The FY 2014-15 Recommended Budget of \$40,361,070 reflects a 7% (\$2,703,499) increase over the FY 2013-14 Adopted Budget. The total County share-of-cost for the recommended budget is \$27,256,630, which represents a 3% (\$788,147) increase over the FY 2013-14 Adopted Budget due to implementation of the IHSS Maintenance-of-Effort (MOE) in 2012 and an inflation factor on July 1, 2014, and is offset by 1991 Realignment of \$23,839,553 and net County cost of \$3,417,077. Staff support for program eligibility services is provided through the DSS budget (Org 5610).

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Effective July 1, 2012, the State implemented a MOE for the IHSS program. Prior to the IHSS MOE, the County share-of-cost for IHSS was determined through statutory sharing ratios and the County was responsible for approximately 17.6% of the total cost of the IHSS program. Under the MOE, the County share-of-cost became a set amount that was equal to the actual County share-of-cost incurred by each County for FY 2011-12. The County must pay that set amount regardless of the actual IHSS program expenditures. Through the IHSS MOE, the County will not be financially impacted by any caseload increases; however, the County will also not realize any financial savings resulting from caseload decreases. Based on current statute, the IHSS MOE can be increased by the State for the following reasons: 1) County negotiated wage and/or benefits increases; and 2) an annual inflation factor of 3.5% effective July 1st of each fiscal year with the exception of years where there is 'negative growth' in 1991 Realignment. Based on this statute, a \$788,147 increase in the MOE will be in effect July 1, 2014 and is included in the recommended budget.

In March 2013, the State, IHSS beneficiaries, and labor organizations reached a settlement resolving major legal actions against State imposed reductions to the IHSS program. Under the terms of the settlement, the State will no longer pursue either 1) a reduction in its financial participation in wages and benefits; or 2) a 20% across the board reduction in IHSS hours. In exchange, the State will extend a 3.6% reduction in hours, which was scheduled to sunset on July 1, 2013, through June 30, 2014. An additional 4.4% reduction was combined with the existing 3.6% reduction, bringing the total reduction in hours to 8% for FY 2013-14. Under the terms of the settlement, the State will also restore 1% of the reduction in hours beginning July 1, 2014, reducing the total hour reduction from 8% to 7% for FY 2014-15. The 7% reduction was utilized in calculating the recommended appropriations. However, as the County share-of-cost for the IHSS program is a MOE, the total increase in costs associated with the 1% increase in hours will be revenue offset by the State.

Other Charges

- Recommended funding of \$40,361,070 reflects a 7% (\$2,703,499) increase over the FY 2013-14 Adopted Budget based on projected monthly benefits costs paid and the adjusted IHSS MOE.

Recommended funding includes:

- In-Home Supportive Services MOE for FY 2014-15 of \$27,256,630, based on prior year plus inflation at 3.5%.
- Provider health benefits of \$13,104,441 based on the benefit rate of \$0.85 per hour and a projected 1,284,749 average paid hours per month for FY 2014-15.
- Paid hours will be affected by the additional hours available in January 2015 to recipients for wait time that is associated with medical accompaniment. The State estimates that 85% of recipients will require three hours per month. The recommended appropriations account for this impact.

SUMMARY OF REVENUES

- Revenues are recommended at \$36,943,993 which reflects an 8% (\$2,703,199) increase over the FY 2013-14 Adopted Budget due to the first inflation increase of the IHSS MOE and 1991 Realignment receipts.
 - Intergovernment Revenues-State (\$6,307,209) – Estimated to increase 15% (\$822,877) based on the State share of projected health benefit cost and reimbursement of the costs incurred above the MOE.
 - Intergovernment Revenues-Federal (\$6,797,231) – Estimated to increase 19% (\$1,092,475) based on federal share of projected health benefit costs.
 - Other Financing Sources-1991 Realignment (\$23,839,553) – Reflects an increase of 3% (\$787,847) based on available Realignment revenues for this program.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – State			
3480 - State-Welfare	5,484,332	6,145,565	6,307,209
Total	\$ 5,484,332	\$ 6,145,565	\$ 6,307,209
Acct # - Intergovernment Revenues – Federal			
4361 - Federal-Welfare	5,704,756	6,623,028	6,797,231
Total	\$ 5,704,756	\$ 6,623,028	\$ 6,797,231
Acct # - Other Financing Sources			
5951 - 1991 Realignment	23,051,706	23,051,706	23,839,553
Total	\$ 23,051,706	\$ 23,051,706	\$ 23,839,553
Total Revenues	\$ 34,240,794	\$ 35,820,299	\$ 36,943,993

PENDING FACTORS

As part of the FY 2012-13 Adopted State Budget, the State enacted the Coordinated Care Initiative (CCI), which adds IHSS services to care coordination for persons who also receive Medi-Cal and Medicare services. Implementation of the IHSS MOE was part of this initiative. Adopted legislation includes poison pill provisions that specify two distinct criteria that must be met: 1) the State must receive federal approval of the CCI; and 2) the CCI cannot be evaluated as a failure. In March 2013, the State received federal approval and entered into a Memorandum of Understanding to implement CCI in eight counties through a three-year demonstration project. Federal approval is limited to only the eight demonstration counties. Assessment of the CCI demonstration project's success or failure would likely

DSS - In-Home Supportive Services -- 6420

occur upon project completion on September 30, 2016. The IHSS MOE will continue until such time that either the CCI demonstration project is evaluated as a failure and/or the Federal Government does not approve statewide implementation.

Federal Department of Labor (DOL) regulations will require, as of January 1, 2015, overtime payment at a rate of 1.5 times regular wages to domestic workers for time worked over 40 hours per week. The State's goal is to implement administrative procedures to minimize IHSS provider overtime. Currently, administrative procedures being considered by the State will likely result in the need for additional staff support from the IHSS Public Authority. As these procedures are still in development, the department will evaluate the impacts and return to your Board midyear with recommendations, if necessary. Any additional wages and staff support costs associated with implementation of these regulations will be revenue offset by the State as the County share-of-cost for the IHSS program is capped by the terms of the MOE.

In-Home Supportive Services - Public Authority -- 5611

IHSS-Public Authority BUDGET 5611 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 500,478	\$ 530,612	\$ 508,483	\$ (22,129)	-4%
Services and Supplies	411,044	994,517	795,748	(198,769)	-20%
Total Appropriations	\$ 911,522	\$ 1,525,129	\$ 1,304,231	\$ (220,898)	-14%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 289,558	\$ 592,855	\$ 454,843	\$ (138,012)	-23%
Intergovernment Rev-Federal	284,482	582,462	446,870	(135,592)	-23%
Other Financing Sources	187,971	145,231	119,040	(26,191)	-18%
Intrafund Revenue	199,143	204,581	283,478	78,897	39%
Total Revenues	\$ 961,154	\$ 1,525,129	\$ 1,304,231	\$ (220,898)	-14%
<u>Net County Cost</u>	\$ (49,632)	\$ -	\$ -	\$ -	0%

	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)
Position Summary	7	7	7	-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

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) homecare providers for the purpose of negotiating wages, benefits, and working conditions with the local union. The Public Authority operates the Provider Registry, which assists IHSS recipients with finding homecare providers, as well as training and assisting providers in finding work. Registry services also include, but are not limited to: IHSS provider recruitment and screening; an initial background check; tracking Department of Justice fingerprint scanning; review of monthly background checks for as long as a provider remains on the Registry; and maintaining a registry of available providers available to IHSS recipients. The Public Authority also enrolls and provides all providers, including those who are non-registry providers, with state-mandated training, as well as recipient and provider support services.

OVERVIEW

The FY 2014-15 Recommended Budget appropriations of \$1,304,231 reflect a 14% (\$220,898) decrease from the FY 2013-14 Adopted Budget. The FY 2014-15 Recommended Budget revenues of \$1,304,231 also reflect a 14% (\$220,898) decrease from the FY 2013-14 Adopted Budget, with no net County cost. Staffing is recommended at the current year level of seven positions. Due to limited number of staff, no salary savings are included in the budget.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Effective July 1, 2012, the State implemented a Maintenance-of-Effort (MOE) for the IHSS program, which includes the Public Authority. Prior to the IHSS MOE, the County share-of-cost for the Public Authority was determined through statutory sharing ratios and the County was responsible for approximately 17.6% of the total cost. Under the MOE, the County share-of-cost became a set amount that was equal to the actual County share-of-cost incurred by each County for FY 2011-12. The County must pay that set amount regardless of the actual Public Authority expenditures. Through the IHSS MOE, the County will not be financially impacted by any expenditure increases; however, the County will also not realize any financial savings resulting from expenditure decreases. The FY 2014-15 IHSS MOE recommended appropriation of \$132,777 reflects a 3.5% (\$4,490) increase over the FY 2013-14 Adopted Budget. The IHSS MOE is subject to an annual 3.5% increase every year hereafter, with the exception of years where there is 'negative growth' in 1991 Realignment. The FY 2014-15 Recommended Budget reflects the Public Authority MOE amount for FY 2014-15, including the 3.5% increase. Any costs incurred above the MOE will be covered by the State General Fund.

Salaries and Benefits

- Salaries and Benefits recommended at \$508,483 represent a 4% (\$22,129) decrease from the current year due to staffing turnover resulting in lower pay level staff. Total staffing is recommended at seven positions and represents no change from current year.

Recommended funding includes:

- Account 6100 Regular Salaries includes full-year funding for seven positions; promotions, normal step increases, and bilingual skills pay. Regular Salaries reflects a 5% decrease (\$14,697) from the current year adopted budget, based on three staff members with lower pay levels than are reflected in the current year budget.

In-Home Supportive Services - Public Authority -- 5611

- Account 6350 Unemployment Insurance reflects a 26% (\$228) decrease based on actual experience.
- Account 6400 Retirement Contributions reflect a 2% (\$3,455) increase based on net changes in salary costs and the increased retirement rate.
- Account 6500 OASDI Contribution reflects a 5% (\$1,125) decrease based on actual OASDI rates applied to projected lower regular salary costs.
- Account 6550 Workers' Compensation Contribution reflects a 23% (\$8,098) decrease based on actual experience.
- Account 6670 Administrative Benefits reflect an 8% (\$68) decrease based on a change in the level of participation in the health insurance program.
- Salary Savings are not included due to the small size of the department and minimal staffing with seven positions.

Services and Supplies

- Services and Supplies recommended at \$795,748 represent a 20% (\$198,769) decrease from the current year. Year-over-year differences are due to rate changes.

Recommended funding includes:

- Account 7040 Telephone Charges reflect a 3% (\$84) increase based on IT communication rates.
- Account 7101 General Liability Insurance reflects a 37% (\$788) increase due to increases in the organization's seven year experience rating.
- Account 7266 Interoffice Mail Messenger reflects a 22% (\$614) increase based on current ISD – Graphic Communication rates.
- Account 7286 PeopleSoft HR Charges reflect a 6% (\$84) decrease based on current PeopleSoft rates.
- Account 7287 PeopleSoft Financial Charges reflect a 9% (\$144) increase based on PeopleSoft rates.
- Account 7294 Professional & Specialized Services-Contracts reflect a 2% (\$455) increase for the cost of the HOMCare Registry Provider software.
- Account 7295 Professional & Specialized Services reflect a 24% (\$206,665) decrease due to the reduction of time being charged by 5610 employees to Org 5611 for performing Public Authority Administrative support functions.
- Account 7296 Data Processing Services reflects a 19% (\$5,895) increase based on ISD rates.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,304,231 and represent a 14% (\$220,936) decrease from the FY 2013-14 Adopted Budget. Specific changes by revenue accounts are noted below:
 - State Revenues recommended at \$454,843 represent a 23% (\$138,012) decrease from FY 2013-14 based on FY 2014-15 decreased expenditures. County share-of-cost above MOE rate is offset by State funds, therefore, a decrease in expected cost reduces required State funding for this program.
 - Federal Revenues recommended at \$446,870 represent a 23% (\$135,592) decrease from the current year based on Federal share of total eligible cost. FY 2014-15 total costs reflect a decrease which reduces Federal funds claimed for this program.

In-Home Supportive Services - Public Authority -- 5611

- Other Financing Sources recommended at \$119,040 represent an 18% (\$26,191) decrease from the current year. State and Federal revenues received for the County A-87 charges (\$13,737) plus the net County share-of-cost (\$119,040) fully-offset the total County share-of-cost of the MOE (\$132,777).
- Intra-fund Revenues recommended at \$283,478 represent a 39% (\$78,897) increase over the current year based on actual Public Authority staff charges for performing IHSS Administrative functions, which are paid for by Org 5610.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – State			
3480 – Intergovernment Revenues - State	592,855	388,963	454,843
Total	\$ 592,855	\$ 388,963	\$ 454,843
Acct # - Intergovernment Revenues – Federal			
4361 – Intergovernment Revenues - Federal	582,462	382,146	446,870
Total	\$ 582,462	\$ 382,146	\$ 446,870
Acct # - Other Financing Sources			
5951 – Other Financing Sources	145,231	145,231	119,040
Total	\$ 145,231	\$ 145,231	\$ 119,040
Acct # - Intrafund			
5990 – Intrafund Revenue	204,581	204,581	283,478
Total	\$ 204,581	\$ 204,581	\$ 283,478
Total Revenues	\$ 1,525,129	\$ 1,120,921	\$ 1,304,231

PENDING FACTORS

In FY 2012-13, the State changed the County share-of-cost for this program from an established percentage of costs (17.5%) to a MOE amount with an annual statutory percentage increase delinked from the overall cost of the program. This change was a part of the legislation that was intended for implementing the Coordinated Care Initiative (CCI) program changes for the In-Home Supportive Services (IHSS) statewide. In FY 2013-14, the State passed legislative language allowing the Department of Finance to reverse the MOE legislation under certain State financial conditions irrespective of the CCI implementation. If such a change is triggered by the State, the department would return to your Board with any required funding adjustments for this program.

IHSS - PUBLIC AUTHORITY-5611

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1931	Social Work Practitioner	1831	1	1	\$ 55,742
3080	Office Assistant III	1049	4	4	149,839
3110	Office Assistant II	940	<u>2</u>	<u>2</u>	<u>53,873</u>
Subtotal			7	7	\$ 259,454
	Bilingual Skill Pay				<u>1,807</u>
TOTAL REGULAR SALARIES					\$ 261,261

Health & Welfare Trust Fund -- 5243

Health and Welfare Trust BUDGET 5243 Local Health and Welfare Trust

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Financing Uses	\$ 157,762,612	\$ 159,270,509	\$ 165,140,445	\$ 5,869,936	4%
Total Appropriations	\$ 157,762,612	\$ 159,270,509	\$ 165,140,445	\$ 5,869,936	4%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 113,675,318	\$ 113,645,755	\$ 117,294,912	\$ 3,649,157	3%
Other Financing Sources	46,990,906	45,624,754	47,845,533	2,220,779	5%
Total Revenues	\$ 160,666,224	\$ 159,270,509	\$ 165,140,445	\$ 5,869,936	4%
<u>Revenues (Over)/Under Expenditures</u>	\$ (2,903,612)	\$ -	\$ -	\$ -	0%
(Decrease-Use of) Available Fund Balance	-	-	-	-	0%
Increase	2,903,612	-	-	-	0%
	-	-	-	-	0%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

HEALTH AND WELFARE TRUST FUND – 5243

FUNCTION

Assembly Bill (AB) 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 the Vehicle License Fee (VLF) revenue they receive in the County's General Fund from the Local Revenue Fund of the State for Realignment. In addition, the statute requires counties to deposit a continuing match of local funds for health and mental health services in order to continue receiving sales tax revenue. Assembly Bill 118 (2011 Realignment) requires counties to add a CalWORKs Assistance Maintenance-of-Effort (MOE) Account to the H&WTF. 2011 Realignment also changed the funding source for the Mental Health account to a portion of the 1.0625% in Sales Tax that funds the 2011 Realignment programs. Sales Tax and VLF revenues that would have otherwise gone to the Mental Health Account prior to the implementation of 2011 Realignment were redirected to fund the CalWORKs Assistance MOE Account. The CalWORKs Assistance MOE is separate from the CalWORKs Single Allocation MOE that is budgeted in the Department of Social Services (DSS) Org 5610. The CalWORKs Assistance MOE is a floating number and is set annually to the amount of Sales Tax and VLF revenues each county receives in their CalWORKs Assistance MOE Account. Effective January 1, 2014, AB 85 required counties to create a Family Support Account for purposes of receiving a State-determined portion of the total Sales Tax and VLF revenues redirected from the Health Realignment Accounts of all counties to the State. The amount received by each county in their new Family Support Account is not necessarily the same as the amount taken from the County's Health Realignment Account. Under the same statutory process used for the CalWORKs Assistance MOE Account, all funding allocated to the County Family Support Account increases the "floating MOE" and is met with a dollar-for-dollar reduction in State revenues that would otherwise have been paid to offset CalWORKs Public Assistance payments. The effective purpose of the Family Support Account is for the State to realize State General Fund savings in CalWORKs Public Assistance costs through a redirection of Health Realignment dollars.

Monies in the H&WTF may only be expended for purposes of providing realigned mental health, public health, indigent healthcare, social services, and CalWORKs assistance payments. Realignment funds deposited in the Social Services Account can only be used to fund the County share-of-cost for social services programs realigned in 1991. Health Realignment funds are designated solely for providing health programs and can only be expended on those services or programs that were included as part of the Realignment enabling legislation (WIC Section 17609). Mental Health Realignment funds can only be used for mental health programs included in the 1991 legislation, which includes all community-based specialty mental health services for severely and persistently mentally ill adults and children with severe emotional disturbances, state hospital services for civil commitments, long-term nursing facility care, and the State portion of the Short/Doyle Medi-Cal Program. CalWORKs MOE and the New Family Support funds can only be used to fund a portion of CalWORKs assistance payments in lieu of State General Funds.

OVERVIEW

The FY 2014-15 Recommended Budget appropriations of \$165,140,445 reflect a 4% (\$5,869,936) increase in appropriations and estimated revenues over the FY 2013-14 Adopted Budget. Realignment Sales Tax revenues recommended at \$117,294,912, reflect a 3% increase (\$3,649,157) due to a combination of caseload growth and general growth funds received in FY 2013-14 for FY 2012-13. Realignment VLF revenues, recommended at \$47,845,533, reflect a 5% increase (\$2,220,779) due to general growth funds received in FY 2013-14 for FY 2012-13.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Assembly Bill 85 changed the funding structure of the Health and Welfare Trust by redirecting a portion of the Sales Tax and VLF funding that would have otherwise gone to Counties' Health Realignment Accounts into the State Family Support Account. The methodology to calculate the redirection is based on a statutory formula and is intended to identify the portion of each County's Health Realignment expenditures for the portion of the Medically Indigent Services Program (MISP) population that are now eligible for the Affordable Care Act (ACA). The intent of the State is to redirect those funds to realize State General Fund savings as services will no longer be paid for by County Health Realignment and will be covered by new ACA funding. In order for the State to operationalize this shift and realize State General Fund savings, AB 85 also created a new account in the County's Health and Welfare Trust Fund called the Family Support Account. This new account will receive a State-determined annual allocation from the State Family Support Account. Each dollar received in the County's Family Support Account will increase the "floating MOE" of the CalWORKs Public Assistance payments and will be met with additional dollar-for-dollar reductions in the State revenues that the County would have otherwise received to offset CalWORKs Public Assistance payments. This is the same process followed under the CalWORKs Assistance MOE Account.

In compliance with Section 17600.20(c) of the Welfare and Institutions Code, a 10% transfer from the Mental Health Account to the Health Account was approved by the Board of Supervisors on April 29, 2014, as the most cost effective use of the available resources to maximize client outcomes. The FY 2014-15 budget includes a 10% transfer of \$3,397,121 from Mental Health Account to the Health Account to mitigate a revenue decrease, as a result of the AB 85 redirection of Health Realignment funds into the State Family Support Account. The Department of Behavioral Health identified Mental Health Realignment savings made available by ACA implementation, which shifted a portion of the indigent population previously being served to Medi-Cal eligible effective January 1, 2014.

SUMMARY OF REVENUES

- Revenues are recommended at \$165,140,445, a 4% (\$5,869,936) increase over current year adopted budget. Significant changes by specific revenue source are noted below.
 - Sales Tax Revenues recommended at \$117,294,912 reflect a 3% (\$3,649,157) increase based on caseload growth and general growth funds received in FY 2013-14 for FY 2012-13. Additionally, estimated carryover of \$3,031,045 from the current year to FY 2014-15 is included in this account.
 - Operating Transfer In Revenues recommended at \$47,845,533 reflect an increase of 5% (\$2,220,779). The total is comprised of the County match (\$11,359,751), which is established in statute, and the projected Vehicle License Fees (\$36,485,782).

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – State			
3508 – Healthcare Sales Tax Revenue	113,645,755	122,930,606	117,294,912
Total	\$ 113,645,755	\$ 122,930,606	\$ 117,294,912
Acct # - Other Financing Sources			
5950 – Op Trans in From General Fund (VLF and County Match)	45,624,754	50,561,802	47,845,533
Total	\$ 45,624,754	\$ 50,561,802	\$ 47,845,533
Total Revenues	\$ 159,270,509	\$ 173,492,408	\$ 165,140,445

PENDING FACTORS

DSS made assumptions regarding a decrease in Health Realignment which may not be accurate. When actuals are available, the department will return to your Board for any necessary changes.

2011 Local Revenue Trust Fund -- 0271

Local Revenue Fund 2011 (Fund 0271)
Various Organizations
Special Revenue Fund

	<u>Actual</u> 2012-13	<u>Adopted</u> 2013-14	<u>Recommended</u> 2014-15	<u>Increase/ (Decrease)</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Financing Uses	\$ 112,165,267	\$ 126,493,591	\$ 143,259,032	\$ 16,765,441	12%
Total Appropriations	\$ 112,165,267	\$ 126,493,591	\$ 143,259,032	\$ 16,765,441	12%
<u>Revenues</u>					
Intergovernment Revenues-State	\$ 112,165,267	\$ 126,493,591	\$ 143,305,765	\$ 16,812,174	12%
Total Revenues	\$ 112,165,267	\$ 126,493,591	\$ 143,305,765	\$ 16,812,174	12%
<u>Revenues (Over)/Under Expenses</u>					
Increase Available Fund Balance	\$ -	\$ -	\$ (46,733)	\$ (46,733)	100%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	

LOCAL REVENUE FUND 2011 – VARIOUS ORGS (FUND 0271)

FUNCTION

As a part of the FY 2011-12 State Budget, the California Legislature enacted a series of trailer bills that realigned State funding for various programs to the counties. Assembly Bills (AB) 118 and X1 16 and Senate Bill (SB) 89 established the accounting structure for realignment and identified 1.0625% of existing State Sales Tax and a specified portion of Vehicle License Fees (VLF) to cover the cost of this realignment (2011 Realignment). In the County, Special Revenue Fund 0270 (Local Revenue Fund 2011) was created to comply with 2011 Realignment legislation and receive the funds for 2011 Realignment purposes. On June 27, 2012, the California Legislature enacted SB 1020, which established the permanent funding structure for the Local Revenue Fund 2011 beginning FY 2012-13. Special Revenue Fund 0271 was created in order to implement the accounting structure changes required by SB 1020.

The State's share of cost for the following programs or funding sources are now provided through 2011 Realignment: Rural Crime Prevention, Multi-Agency Gang Enforcement Consortium (MAGEC), Sheriff's Booking Fees, Cal-MMET, Probation Grants, Juvenile Camps and Ranches, Citizens' Option for Public Safety (COPS), Juvenile Justice Crime Prevention Act (JJCPA), Trial Court Security, Youthful Offender Block Grant, Juvenile Reentry Grant, Early and Periodic Screening, Diagnosis and Treatment (EPSDT), Mental Health Managed Care, Substance Abuse Treatment, Adult Protective Services, Foster Care, Child Welfare Services, Adoptions Assistance, and Child Abuse Prevention. In addition, funding for AB 109 (Public Safety Realignment Act), which transferred responsibility for housing and supervising three distinct inmate and parolee populations from the California Department of Corrections and Rehabilitation (CDCR) to counties, was also established through 2011 Realignment and is budgeted under the Local Community Corrections Subaccount of the Local Revenue Fund 2011. Funding for parole revocation hearings related to AB 109 is budgeted in the District Attorney and Public Defender Subaccount.

2011 Realignment legislation also made accounting structure changes to the existing 1991 Realignment Accounts, which by statute are budgeted under the Health and Welfare Realignment Trust Fund and funded with 1991 Realignment Sales Tax and VLF. Funding for Mental Health Programs is now funded with a portion of the 2011 Realignment Sales Tax and is budgeted under the Mental Health Account of the Health and Welfare Realignment Trust Fund. Further, 1991 Realignment Sales Tax and VLF revenues previously utilized for Mental Health Programs were redirected to the newly created CalWORKs Assistance Maintenance-of-Effort (MOE) Account. Unlike traditional MOEs, where a County will have to spend a statutorily set amount regardless of available realignment funds, the new CalWORKs Assistance MOE is a "floating" number and is set annually, in arrears, to the amount of realignment funds actually received in that specific account for a given fiscal year. The new CalWORKs Assistance MOE is separate from and does not replace the existing CalWORKs Single Allocation MOE.

OVERVIEW

The FY 2014-15 Recommended Budget for Local Revenue Fund 2011 is \$143,259,032 and is comprised of 10 individual subaccounts and special accounts separately budgeted as a funding source under various Orgs, which provides funding for programs administered by the District Attorney, Public Defender, Probation, Sheriff, and the Departments of Behavioral Health and Social Services. The FY 2014-15 Local Revenue Fund 2011 Summary Table at the end of this narrative illustrates the FY 2014-15 funding estimates for each Local Revenue Fund 2011 Org and the budgeted uses of those funds under each General Fund Department Org.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The FY 2014-15 Recommended Budget for Fund 0271 reflects the 12-month projection of Sales Tax and VLF revenues for 2011 Realignment. The revenues are overall projected to increase 12% (\$16,812,174) over current year adopted budget. The District Attorney Org 2866, in the District Attorney/Public Defender Subaccount, allocation is \$249,994 and in Org 2866 recommended appropriations the District Attorney budgeted \$203,261 and will retain a reserve balance of \$46,733.

SUMMARY OF REVENUES

- Revenues for FY 2014-15 are recommended at \$143,305,765 and represent a 12% (\$16,812,174) increase over current year adopted budget and are based on budgeting projected Sales Tax and VLF received in the current year.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3575 – State Other-Trial Court Security	14,783,497	14,783,497	16,295,727
3575 – State Other-Community Corrections	21,223,649	21,223,649	25,760,565
3575 – State Other-Rural Crime Prevention	685,747	685,747	685,747
3575 – State Other-Multi-Agency Gang Enforc Consort (MAGEC)	80,000	80,000	80,000
3575 – State Other-Booking Fees-Sheriff	1,400,000	1,400,000	1,400,000
3575 – State Other-War on Meth (Cal-MMET)	1,045,324	1,045,324	1,028,996
3575 – State Other-County Probation Grants	4,771,817	4,771,817	4,163,249
3575 – State Other-Juvenile Camps & Ranches	2,511,038	2,385,486	2,250,201
3575 – State Other-District Attorney	277,356	277,356	249,994
3575 – State Other-Public Defender	277,356	277,356	249,994
3575 – State Other-JJCPA	2,838,421	2,838,421	3,014,023
3575 – State Other-Youth Offender Block Grant	3,799,435	3,765,920	3,821,718
3575 – State Other-Juvenile Reentry Grant	300,000	300,000	300,000
3575 – State Other-COPS Sheriff-Front Line Service	271,776	271,776	271,776
3575 – State Other-COPS Sheriff-Detention	276,500	276,500	276,500
3575 – State Other-COPS DA	276,500	276,500	276,500
3575 – State Other-Protective Services	42,398,993	46,501,516	47,491,606
3575 – State Other-Drug Court	817,279	817,279	996,304
3575 – State Other-Nondrug Medi-Cal Substance Abuse Treatment Services	103,412	103,412	126,064
3575 – State Other-Drug Medi-Cal	7,375,913	7,375,913	8,991,616
3575 – State Other-Mental Health (EPSDT)	12,101,029	12,101,029	14,751,778
3575 – State Other-Mental Health (Managed Care)	8,878,549	8,878,549	10,823,407
Total	\$ 126,493,591	\$ 130,437,047	\$ 143,305,765
Total Revenues	\$ 126,493,591	\$ 130,437,047	\$ 143,305,765

2011 Local Revenue Trust Fund -- 0271

**FY 2014-15 Recommended Budget
Local Revenue Fund 2011**

(Subclass)		(13020)								
OLD FUND 0270 Account Description	Rural Crime Prevention	Multi-Agency Gang Enforcement Consortium (MAGEC)	Book Fees Sheriff	War On Meth (Cal-MMET)	County Probation Grants	Juvenile Camps & Ranches	JJCPA Account	COPS Sheriff - Front Line Services	COPS Sheriff - Detention	COPS - DA
SPECIAL REVENUE FUND 0271	Enhancing Law Enforcement Activities Subaccount									
Fund 0271 ORG Description	28610100 Rural Crime Prevention	28610200 Multi-Agency Gang Enf. Consort. MAGEC	31180200 Booking Fees Sheriff	31180300 War on Meth Cal-MMET	34330100 County Probation Grants	34330300 Juvenile Camps & Ranches	34370100 JJCPA²	31190100 COPS¹ Sheriff Front Line Services	31190200 COPS Sheriff Detention	28670100 COPS District Attorney
Sales Tax / VLF	\$ 685,747	\$ 80,000	\$ 1,400,000	\$ 1,028,996	\$ 4,163,249	\$ 2,250,201	\$ 3,014,023	\$ 271,776	\$ 276,500	\$ 276,500
DEPARTMENT ORG										
31113260 - Ag Crime Task Force	438,878									
31113350 - ASU Patrol Helicopter								271,776		
31114000 - Main Jail Administration			1,400,000							
31114701 - Prisoner Warrants & Transport									276,500	
31115702 - Court Security										
31116328 - Cal-MET				1,028,996						
2860 - District Attorney										276,500
28621500 - Rural Crime Prevention Task Force	246,869									
28624500 - MAGEC Grant		80,000								
2880 - Public Defender										
34309999 - Probation					226,125		3,014,023			
34409999 - Probation Juvenile Justice Campus					3,937,124	2,250,201				
5630 - EPSDT ³										
5630 - Substance Abuse Contracts										
5630 - Managed Care										
5630 - Drug Court Partnership										
5610 - Foster Care Program										
5610 - Adoptions Assistance Program										
5610 - Child Welfare Services Program										
5610 - Adult Protective Services Program										
6410 - Foster Care Assistance Payments										
6415 - Adoptions Assistance Payments										
CCP ⁴ Recommends allocation of AB 109 funds for Board approval										
Grand Total	\$ 685,747	\$ 80,000	\$ 1,400,000	\$ 1,028,996	\$ 4,163,249	\$ 2,250,201	\$ 3,014,023	\$ 271,776	\$ 276,500	\$ 276,500
Balance	-	-	-	-	-	-	-	-	-	-
¹ COPS - Citizens' Option for Public Safety ² JJCPA - Juvenile Justice Crime Prevention Act ³ EPSDT - Early and Periodic Screening, Diagnosis, & Treatment ⁴ CCP - Community Corrections Partnership ORG 2866 (DA) reserve balance \$46,733										

2011 Local Revenue Trust Fund -- 0271

FY 2014-15 Recommended Budget
Local Revenue Fund 2011

(Subclass)											
OLD FUND 0270 Account Description	District Attorney & Public Defender Account		Trail Court Security Account	Local Community Corrections Account	Youthful Offender Block Grant Subaccount	Juvenile Reentry Grant Subaccount	Drug Court Subaccount	Nondrug Medi-Cal Sub. Abuse Subaccount	Drug Medi-Cal Subaccount	Mental Health (EPSDT)	Mental Health (Managed Care)
SPECIAL REVENUE FUND 0271	District Attorney & Public Defender Subaccount		Trial Court Security Subaccount	Local Community Corrections Subaccount	Youthful Offender Block Grant Special Account	Juvenile Reentry Grant Special Account	Behavioral Health Subaccount			Mental Health (EPSDT)	Mental Health (Managed Care)
Fund 0271 ORG Description	2866 District Attorney	2881 Public Defender	3117 Trial Court Security Account	3436 Local Community Corrections Account	3434 Youthful Offender Block Grant	3435 Juvenile Reentry Grant	5632 Drug Court Account Sub. Abuse	5633 Nondrug Medi-Cal Sub. Abuse	5634 Drug Medi-Cal Account Sub. Abuse	5637 Mental Health Account (EPSDT)	5636 Mental Health Account (Managed Care)
Sales Tax / VLF	\$ 249,994	\$ 249,994	\$ 16,295,727	\$ 25,760,565	\$ 3,821,718	\$ 300,000	\$ 996,304	\$ 126,064	\$ 8,991,616	\$ 14,751,778	\$ 10,823,407
DEPARTMENT ORG											
31113260 - Ag Crime Task Force											
31113350 - ASU Patrol Helicopter											
31114000 - Main Jail Administration											
31114701 - Prisoner Warrants & Transport											
31115702 - Court Security			16,295,727								
31116328 - Cal-MET											
2860 - District Attorney	203,261										
28621500 - Rural Crime Prevention Task Force											
28624500 - MAGEC Grant											
2880 - Public Defender		249,994									
34309999 - Probation					187,613	300,000					
34409999 - Probation Juvenile Justice Campus					3,329,605						
5630 - EPSDT ¹										14,751,778	
5630 - Substance Abuse Contracts					304,500			126,064	8,991,616		
5630 - Managed Care					-						10,823,407
5630 - Drug Court Partnership							996,304				
5610 - Foster Care Program											
5610 - Adoptions Assistance Program											
5610 - Child Welfare Services Program											
5610 - Adult Protective Services Program											
6410 - Foster Care Assistance Payments											
6415 - Adoptions Assistance Payments											
CCP ⁴ Recommends allocation of AB 109 funds for Board approval				25,760,565							
Grand Total	\$ 203,261	\$ 249,994	\$ 16,295,727	\$ 25,760,565	\$ 3,821,718	\$ 300,000	\$ 996,304	\$ 126,064	\$ 8,991,616	\$ 14,751,778	\$ 10,823,407
Balance	46,733	-	-	-	-	-	-	-	-	-	-
¹ COPS - Citizens' Option for Public Safety ² JJCPA - Juvenile Justice Crime Prevention Act ³ EPSDT - Early and Periodic Screening, Diagnosis, & Treatment ⁴ CCP - Community Corrections Partnership ORG 2866 (DA) reserve balance \$46,733											

2011 Local Revenue Trust Fund -- 0271

**FY 2014-15 Recommended Budget
Local Revenue Fund 2011**

(Subclass) -----(13030)-----									
OLD FUND 0270 Account Description	Adult Protective Services Subaccount	Foster Care Administration Subaccount	Foster Care Assistance Subaccount	Child Welfare Services Subaccount	Adoptions Subaccount	Adoptions Assistance Program Subaccount	Child Abuse Prevention Subaccount		
SPECIAL REVENUE FUND 0271	Protective Services Subaccount								
Fund 0271 ORG Description	6210							TOTAL	
	Adult Prot. Services Program	Foster Care Program	Foster Care Assistance Payments	Child Welfare Services Program	Adoptions Assistance Program	Adoptions Assistance Payments	Child Abuse Prevention	Projected Collections	
Sales Tax / VLF	\$						47,491,606	\$	143,305,765
DEPARTMENT ORG									
31113260 - Ag Crime Task Force									438,878
31113350 - ASU Patrol Helicopter									271,776
31114000 - Main Jail Administration									1,400,000
31114701 - Prisoner Warrants & Transport									276,500
31115702 - Court Security									16,295,727
31116328 - Cal-MET									1,028,996
2860 - District Attorney									479,761
28621500 - Rural Crime Prevention Task Force									246,869
28624500 - MAGEC Grant									80,000
2880 - Public Defender									249,994
34309999 - Probation									3,727,761
34409999 - Probation Juvenile Justice Campus									9,516,930
5630 - EPSDT ³									14,751,778
5630 - Substance Abuse Contracts									9,422,180
5630 - Managed Care									10,823,407
5630 - Drug Court Partnership									996,304
5610 - Foster Care Program		1,175,304							1,175,304
5610 - Adoptions Assistance Program					792,087				792,087
5610 - Child Welfare Services Program				17,263,505			331,526		17,595,031
5610 - Adult Protective Services Program	1,611,365								1,611,365
6410 - Foster Care Assistance Payments			13,390,235						13,390,235
6415 - Adoptions Assistance Payments						12,927,584			12,927,584
CCP ⁴ Recommends allocation of AB 109 funds for Board approval									25,760,565
Grand Total	\$ 1,611,365	\$ 1,175,304	\$ 13,390,235	\$ 17,263,505	\$ 792,087	\$ 12,927,584	\$ 331,526	\$	143,259,032
Balance									46,733
									143,305,765
¹ COPS - Citizens' Option for Public Safety ² JJCPA - Juvenile Justice Crime Prevention Act ³ EPSDT - Early and Periodic Screening, Diagnosis, & Treatment ⁴ CCP - Community Corrections Partnership ORG 2866 (DA) reserve balance \$46,733									

Compliance -- 5635

Compliance BUDGET 5635 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 233,491	\$ -	\$ -	\$ -	0%
Services and Supplies	26,489	-	-	-	0%
Total Appropriations	\$ 259,980	\$ -	\$ -	\$ -	0%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 215,909	\$ -	\$ -	\$ -	0%
Intergovernment Rev-Federal	534	-	-	-	0%
Other Financing Sources	50,831	-	-	-	0%
Total Revenues	\$ 267,274	\$ -	\$ -	\$ -	0%
<u>Net County Cost</u>	\$ (7,293)	\$ -	\$ -	\$ -	0%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

COMPLIANCE – 5635

FUNCTION

On May 14, 2013, the Board approved the transfer of the Compliance Program and all related staff and expenses to Org 5630 – Behavioral Health, effective June 24, 2013. Effective FY 2013-14, use of Org 5635 was discontinued and no appropriations or revenues have been budgeted for FY 2013-14 or FY 2014-15 using this Org. This is the last year that history for Org 5635 will be included in the Recommended Budget.

Agriculture -- 4010

Agriculture BUDGET 4010 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 8,833,225	\$ 8,743,102	\$ 9,180,280	\$ 437,178	5%
Services and Supplies	2,158,362	2,495,141	2,928,882	433,741	17%
Residual Equity Transfers(Out)	167,200	-	-	-	0%
Total Appropriations	\$ 11,158,787	\$ 11,238,243	\$ 12,109,162	\$ 870,919	8%
<u>Revenues</u>					
Licenses, Permits & Franchises	\$ 690,257	\$ 650,000	\$ 650,000	\$ -	0%
Fines, Forfeitures & Penalties	18,933	19,000	19,000	-	0%
Intergovernment Revenues - St	6,009,207	6,025,638	4,796,411	(1,229,227)	-20%
Intergovernment Rev-Federal	11,151	5,000	1,846,247	1,841,247	36825%
Charges For Services	2,410,674	2,187,800	2,196,800	9,000	0%
Miscellaneous Revenues	230,259	165,500	150,500	(15,000)	-9%
Intrafund Revenue	130,585	149,000	146,500	(2,500)	-2%
Total Revenues	\$ 9,501,065	\$ 9,201,938	\$ 9,805,458	\$ 603,520	7%
<u>Net County Cost</u>	\$ 1,657,722	\$ 2,036,305	\$ 2,303,704	\$ 267,399	13%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	77	83	88	5	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

AGRICULTURE – 4010

FUNCTION

“Promoting agriculture and a fair marketplace through equal enforcement of laws for the protection of society and the environment” is the Vision Statement adopted by the Agriculture Department. The department is committed to promoting Fresno County agriculture, fostering public confidence by assuring a fair and equitable marketplace, protecting environmental quality through the sound application of pesticide and worker safety regulations, preserving agricultural land use for future generations, and minimizing the pest risk pathways of exotic and harmful pests. The department is organized into seven districts which are located in Firebaugh, Fresno, Huron, Kerman, Reedley, Sanger, and Selma. All administrative functions and related activities occur in the Fresno district area. Program responsibilities and activities occur in all of the districts and staff provide services to the general public and the agricultural industry for the following nine programs:

Pest Detection – Monitoring urbanized and crop areas for quarantine pests with traps and surveys;

Pest Eradication – Treating and eliminating unwanted quarantine pests of significance as they occur in the urban and agricultural setting;

Pest Management-Control – Limiting the spread of or controlling pests of significance, including weeds, vertebrate pests, and insects;

Pest Exclusion-Plant Quarantine – Inspecting incoming and outgoing pathways of pest introduction, including export certification and high risk pest exclusion facilities;

Pesticide Use Enforcement and Apiary – Enforcing regulations covering agricultural and structural use of pesticides and apiaries;

Nursery and Seed Inspection – Inspecting nursery stock to be used for farm planting and retail nursery stock and enforcing seed law regulations;

Fruit and Vegetable Quality Control – Inspecting fruits and vegetables for compliance with state and federal standards;

County Weed and Rodent Control – Providing service to other county departments for weed and rodent control; and

Weights and Measures – Ensuring the public gets what they paid for through the enforcement of national and state standards for weighing, measuring, and transaction devices.

OVERVIEW

Appropriations are recommended at \$12,109,162, an 8% (\$870,919) increase over the FY 2013-14 Adopted Budget. Revenues are recommended at \$9,805,458, a 7% (\$603,520) increase over the FY 2013-14 Adopted Budget. The FY 2014-15 Recommended Budget reflects a 13% (\$267,399) increase in net County cost over the FY 2013-14 Adopted Budget. Salary savings were calculated at 4% (\$188,241) with corresponding reductions in Retirement (\$110,414), OASDI (\$14,414), and Health Insurance (\$23,585) accounts. Staffing is recommended at 88 positions, an increase of 5 positions.

The FY 2014-15 Recommended Budget increase in staff reflects reduction in Extra-Help and the addition of five permanent positions. This will fill an essential function for the department as they provide inspection services to the fruit and vegetable industry.

GOAL SETTING

FY 2014-15

Goal: Procure and begin training a new canine by December 31, 2014.

Performance Metric: The department can only determine success in meeting the goal based on a number of steps that must be successfully completed.

- Procure a canine that meets the specific criteria for the job.
- Trainer begins the canine training process off-site.
- Canine is brought on-site for field-level training with the dog handler, an Agricultural/Standards Specialist.
- Determination is made whether canine will succeed. If it does not, then the process re-starts from step 1.
- Canine Team in place and conducting field operations.

Fiscal Goal

FY 2013-14

Goal: Apply for grant funding from San Joaquin Valley Citizens for a Healthy Environment.

Outcomes/Results: The department has applied for this funding and to date the grant has not been awarded. The committee has not convened to award a grant, but in the event Fresno County is awarded the grant, the department will use the funding to update two existing online pesticide education modules and add an additional two, per the FY 2013-14 goal.

Operational Goal

Goal: Succession Planning

Outcomes/Results: Two staff members have passed their licensing exams and have promoted from Agricultural/Standards Specialist II to an Agricultural/Standards Specialist III.

Departmental Goal

Goal: Replace retiring Canine Team

Outcomes/Results: The program trained four canines, each of which failed to meet the standards that the department's Canine Team requires. As a result of the need for a canine unit, the program will continue into the next fiscal year.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits, recommended at \$9,180,280 represent a 5% (\$437,178) increase over the current year. Staffing is recommended at 88 positions. Recommended funding includes:
 - Account 6100 Regular Salaries reflect a 5% (\$225,701) increase over current year due to midyear adjustments of a ninth step, additional position salaries, step increases, and salary adjustments.
 - Account 6200 Extra-Help reflects a 17% (\$108,395) decrease from the current year due to the addition of five permanent positions to replace prior extra-help positions.

Agriculture -- 4010

- Account 6350 Unemployment Insurance reflects a 46% (\$57,570) decrease based on actual rates.
- Account 6400 Retirement Contribution reflects a 13% (\$313,248) increase due to an increase in retirement rates and additional staff.
- Account 6500 OASDI reflects a 2% (\$9,106) increase due to an increase in Regular Salaries.

Services and Supplies

- Services and Supplies, recommended at \$2,928,882, represent a 17% (\$433,741) increase over the FY 2013-14 Adopted Budget primarily due to an increase in Liability Insurance, Fleet charges, Data Processing Services, and Small Tools & Instruments. Recommended funding includes:
 - Account 7101 Liability Insurance reflects a 43% (\$30,577) increase due to actual usage history and additional facilities.
 - Account 7296 Data Processing Services reflect a 10% (\$40,022) increase due to the increased need for Information Technology staff hours for the development of programs to automate reporting provided to the State. The hourly rate for these services has increased as well. The initial outlay will be offset by future savings to the number of man hours and costs used to produce these reports.
 - Account 7385 Small Tools & Instruments reflect a 220% (\$33,100) increase due to much needed field technology for investigations, as well as copy machines in six of the seven Agriculture Department district offices to facilitate peak season reporting requirements.
 - Account 7416 Transportation, Travel County Garage reflects a 21% (\$219,932) increase due to higher fuel charges, new vehicle depreciation, and an increase in fleet usage which will raise the cost of maintenance and repairs for the vehicles.

SUMMARY OF REVENUES

- Revenues are recommended at \$9,805,458, a 7% (\$603,520) increase over the current year adopted budget, which is primarily due to the following:
 - Increase in funding is anticipated for Unclaimed Gas Tax (\$173,412) due to the net County cost funding utilized.
 - Increase in Mill Assessment (\$270,867) based on current pesticide usage.
 - Increase in European Grape Vine Moth program funding (\$123,282).
 - An accounting correction recommended by the Auditor-Controller/Treasurer-Tax Collector resulted in a reduction in State-Aid for Agriculture funds with a corresponding increase in Federal Grants.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Licenses, Permits, & Franchises			
3160 – Business Licenses	650,000	650,000	650,000
Total	\$ 650,000	\$ 650,000	\$ 650,000
Acct # - Fines, Forfeitures, & Penalties			
3301 – Criminal Fines	19,000	19,000	19,000
Total	\$ 19,000	\$ 19,000	\$ 19,000
Acct # - Revenue from the Use of Money			
3545 – State-Aid for Agriculture	4,548,205	4,548,205	3,036,351
3555 – State-Aid-Pesticide Mill Assessment	1,459,133	1,459,133	1,730,000
3575 – State-Other	18,300	18,300	30,060
Total	\$ 6,025,638	\$ 6,025,638	\$ 4,796,411
Acct # - Intergovernment Revenues – Federal			
4368 – Federal-Grazing Fees	5,000	5,000	5,000
4375 – Federal Grants	0	0	1,841,247
Total	\$ 5,000	\$ 5,000	\$ 1,846,247
Acct # - Charges for Services			
4935 – Agricultural Services	2,177,800	2,177,800	2,182,800
5040 – Other Cty Dpts Services	0	0	4000
5060 – Other Charges for Curr Servs	5,000	5,000	5,000
5064 – Data Processing Fees	5,000	5,000	5,000
Total	\$ 2,187,800	\$ 2,187,800	\$ 2,196,800
Acct # - Miscellaneous Revenues			
5793 – Rodent Control	165,000	165,000	150,000
5800 – Other Miscellaneous	500	500	500
Total	\$ 165,500	\$ 165,500	\$ 150,500
Acct # - Intrafund			
5990 - Intrafund	149,000	149,000	146,500
Total	\$ 149,000	\$ 149,000	\$ 146,500
Total Revenues	\$ 9,201,938	\$ 9,201,938	\$ 9,805,458

AGRICULTURE - 4010**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1698	Agricultural/Standards Investigator	2126	2	2	\$ 136,457
1699	Supervising Agricultural/Standards Specialist	2126	14	14	966,189
1700	Agricultural/Standards Specialist III	1848	21	21	1,257,394
1701	Agricultural/Standards Specialist II	1644	9	9	503,972
1702	Agricultural/Standards Specialist I	1488	20	20	820,004
1769	Deputy Agricultural Commissioner/Sealer	E	2	2	168,502
1770	Entomologist	2126	1	1	70,055
1820	Deputy Ag Commissioner	E	1	1	80,231
2345	Agricultural Business Manager	E	1	1	76,577
3080	Office Assistant III	1049	1	1	35,026
3110	Office Assistant II	940	1	1	31,320
3125	Office Assistant I	837	3	3	68,826
3166	Administrative Secretary - Conf.	1438	1	1	47,998
3260	Account Clerk III	1106	2	2	73,915
3620	Program Technician I	1246	1	1	37,594
3621	Program Technician II	1393	1	1	44,456
3623	Program Technician II - Conf.	1416	1	1	47,293
8005	Agricultural Commissioner/Sealer	D	1	1	121,678
1704	Agricultural Field Aide	720	0	3	64,145
1710	Agricultural Technician	880	0	2	54,449
Subtotal			83	88	\$ 4,706,083
Auto Allowance					6,180
Bilingual Skill Pay					3,000
Less Salary Savings (4%)					(188,241)
TOTAL REGULAR SALARIES					\$ 4,527,022

RECOMMENDED POSITIONS TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1704	Agricultural Field Aide	720	3	\$ 160,389
1710	Agricultural Technician	880	2	119,970
Cost of Adding Positions			5	\$ 280,359

Cooperative Extension -- 7610

Cooperative Ext BUDGET 7610 General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 261,341	\$ -	\$ -	\$ -	0%
Services and Supplies	197,581	-	-	-	0%
Total Appropriations	\$ 458,922	\$ -	\$ -	\$ -	0%
<u>Revenues</u>					
Charges For Services	\$ 15,645	\$ -	\$ -	\$ -	0%
Miscellaneous Revenues	156,998	-	-	-	0%
Total Revenues	\$ 172,643	\$ -	\$ -	\$ -	0%
<u>Net County Cost</u>	\$ 286,280	\$ -	\$ -	\$ -	0%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	3			-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

COOPERATIVE EXTENSION – 7610

FUNCTION

In FY 2012-13, the County and the Regents of the University of California (UC), determined for future years to discontinue use of County Budget Org 7610 and create a partnership agreement in which the County will pay the UC directly an amount adopted by the Board each fiscal year. The support of the Cooperative Extension program is budgeted in Org 2540 – Interest and Miscellaneous Expenditures as a line item expenditure. Services continue to be provided through the partnership agreement between the County and the UC. Effective FY 2013-14, use of Org 7610 was discontinued and no appropriations or revenues have been budgeted for FY 2013-14 or FY 2014-15 using this Org. This is the last year that history for Org 7610 will be included in the recommended budget.

Public Works & Planning -- 4360

**Public Works and Planning
BUDGET 4360
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 4,872,232	\$ 5,559,136	\$ 6,587,555	\$ 1,028,419	18%
Services and Supplies	1,678,992	1,992,516	2,701,337	708,821	36%
Other Charges	21,229	14,880	14,880	-	0%
Other Financing Uses	489,375	489,375	489,375	-	0%
General Fixed Assets	38,556	-	6,700	6,700	100%
Total Appropriations	\$ 7,100,384	\$ 8,055,907	\$ 9,799,847	\$ 1,743,940	22%
<u>Revenues</u>					
Licenses, Permits & Franchises	\$ 3,011,361	\$ 3,062,518	\$ 3,411,937	\$ 349,419	11%
Fines, Forfeitures & Penalties	-	22,276	65,746	43,470	195%
Intergovernment Revenues - St	14,781	-	-	-	0%
Charges For Services	1,575,821	1,959,332	2,500,090	540,758	28%
Miscellaneous Revenues	391,128	200,345	95,292	(105,053)	-52%
Intrafund Revenue	472,857	370,159	555,788	185,629	50%
Total Revenues	\$ 5,465,948	\$ 5,614,630	\$ 6,628,853	\$ 1,014,223	18%
<u>Net County Cost</u>	\$ 1,634,436	\$ 2,441,277	\$ 3,170,994	\$ 729,717	30%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	46	49	58	9	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

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 components of Org 4360 involve 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. The Department also provides services related to environmental analysis, plan reviews, code enforcement, County Surveyor activities, growth management issues, regional and cooperative planning, ground and surface water management and planning, and mineral and natural resource management. Another function within this budget provides for the administration, design and implementation of the County's Capital Projects program. In addition, Org 4360 includes economic development activities of the Fresno County Office of Tourism. Other services in support of maintaining and operating the County public road system, housing, community development, solid and hazardous waste management, County service area and waterworks district administration, transportation, and parks and grounds are also provided by this department, but primarily funded in other budget units.

OVERVIEW

The FY 2014-15 Recommended Budget appropriations of \$9,799,847 reflect a 22% (\$1,743,940) increase over the FY 2013-14 Adopted Budget, and FY 2014-15 estimated revenues of \$6,628,853 reflect an 18% (\$1,014,223) increase over the FY 2013-14 Adopted Budget.

Staffing is recommended at fifty-eight positions, an increase of nine positions over FY 2013-14. These positions are proposed to provide an increased level of customer service in response to existing and projected workload demands. No salary savings have been used in calculating Regular Salaries in the recommended budget.

Recommended funding includes \$959,700 for architectural and construction management services for the County's Capital Projects program, which is offset by funded projects. A net County cost allocation of \$19,000 is included for the County's tourism activities, focused solely on two agri-tourism trails as essential for the trails to continue.

Departmental staff will continue to be involved in the processing of significant development projects and associated environmental impact reports for proposed sand and gravel operation projects, large solar proposals, updating Community Plans, comprehensive review and update of the County's General Plan and Zoning Ordinance, and activities related to the expansion and annexation by cities. Building permit activity is expected to increase moderately based on projected construction activity in FY 2014-15.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Job Growth Program:

The Board of Supervisors approved this program on September 10, 2013, during consideration of the item regarding "Measures for Creating a Business/Job Friendly Environment". The Board adopted a number of goals intended to improve economic conditions in Fresno County. Two such goals include the following programs:

- Building Permit Fee Deferral Program.

The Board of Supervisors approved this Goal (Goal No. 4) on September 10th, with a modification to require 25% of the building fees due at permit issuance and the remaining 75% due in 25% increments annually for the next three years without interest. In order to implement this program, a specific funding allocation is necessary to off-set the costs of deferred revenue until the fees can be generated to sustain the program.

Since this is a job creation/growth measure, it is understood that the building fee deferral program will be available only to those projects creating jobs meeting the qualifying criteria as approved by the Board.

Funding, based on FY 2013-14 permit data and estimated activity levels for FY 2014-15, is estimated at \$200,000 and is included in the recommended net County cost allocation, to offset deferred permit revenue for the full fiscal year.

If the additional net County cost allocation is approved through this budget process, an Ordinance to amend the Master Schedule of Fees, Charges and Recovered Costs for County Services will be required to add a new section to the Fee Schedule (Section 2500 related to Building Construction and Plan Review Fees) to allow for the collection of 25% of the required Building Fees and deferment of the remaining 75% of the fees. This action will be brought to your Board shortly after the beginning of FY 2014-15.

- Rapid Response Processing Program

Also approved on September 10, 2013 by the Board of Supervisors, is the Rapid Response Processing program. This program will be staffed by a Senior Planner and Planner I with the primary function of actively seeking out potential job creating business applicants in need of assistance with land use/building permit processes. By actively seeking and assisting/facilitating these applicants, it is surmised that additional employment opportunities will result. As with the Fee Deferral program, job growth related businesses/applications are the focus of this program. Therefore, the priority of the Rapid Response program will also be given to new businesses, or expansion of existing businesses, that result in the creation of at least 20 new full time jobs (either directly by applicant or indirectly in support businesses). However, if few such opportunities materialize under the qualifying criteria, then the Rapid Response staff will assist all other possible job growth applicants/applications as well as other applications in need of processing to maintain and improve application processing timelines.

For FY 2014-15, net County cost funding in the amount of \$229,485 is included in recommended Salaries and Benefits to cover the costs for the Rapid Response Senior Planner and the Planner I positions for the full fiscal year.

Salaries and Benefits

- Salaries and Benefits represent an 18% (\$1,028,419) increase over the FY 2013-14 Adopted Budget due to the addition of nine positions, salary adjustments, promotions, and retirement rate increases.

Recommended funding includes:

- Fifty-four positions in the Development Services Division and four positions in the Capital Projects Division for a total of fifty-eight positions.
- Account 6100 Regular Salaries increased 17% (\$520,100) over the current year primarily due to the addition of nine positions in the Development Services Division.
- Account 6400 Retirement Contribution increased 24% (\$405,824) over the current year primarily due to the increased positions, increased salaries and increased retirement rates.

Public Works & Planning -- 4360

- Account 6550 Workers' Compensation decreased 20% (\$17,732) from the current year due to recent claims experience.
- Account 6600 Health Insurance Contribution increased \$50,900 (16%) over the current year due to the increase in positions.

Services and Supplies

- Services and Supplies represent a 36% (\$708,821) increase over the FY 2013-14 Adopted Budget.

Recommended funding includes:

- An appropriation of \$19,000 in net County cost allocation to pay for tourism related activities. These activities are solely to maintain the Blossom and Fruit Trails, along with the related website maintenance, media relations and no-cost marketing cooperatives as time and funding permit.
- Appropriations of \$289,741 to support ongoing capital projects. These appropriations are fully offset by funded projects.
- An appropriation of \$283,745 in net County cost for monitoring of closed landfills as mandated by Title 27 of the California Code of Regulations.
- Account 7265 Office Expense increased 27% (\$14,800) over the current year due to increased work being done by Development Services.
- Account 7295 Professional & Specialized Services increased 48% (\$606,492) over the current year due to additional consultant contracts to meet service level demands.
- Account 7400 Special Departmental Expense decreased 44% (\$16,000) from the current year due to the reduction in the agreement amount between the Fresno County Stream Group and Fresno Irrigation District.

Other Charges

- Other Charges are budgeted at the same level as the FY 2013-14 Adopted Budget.

Recommended funding includes:

- Interest payment in the amount of \$14,880 for the Blue Hills loan from Risk Management.

Other Financing Uses

- Third and final installment of a three year loan repayment for a letter of credit in the amount of \$489,375 for the Blue Hills Disposal site to demonstrate Financial Assurance for the regulatory approved estimated post closure amount, as required by California Code of Regulations Title 22 § 66264.145.

Fixed Assets

- Fixed Assets reflect an increase of 100% (\$6,700) over the current year.

(1) Printer/Scanner..... \$6,700..... New - Capital Projects division

SUMMARY OF REVENUES

- Revenues are recommended at \$6,628,853, an 18% (\$1,014,223) increase over the FY 2013-14 Adopted Budget due primarily to:
 - Licenses, Permits and Franchises are estimated at an increase of 11% (\$349,419) based on projected permit and land use application activity for FY 2014-15.

Public Works & Planning -- 4360

- Fines, Forfeitures and Penalties are estimated at an increase of 195% (\$43,470) based on FY 2013-14 activities which included a pilot Code Enforcement Amnesty Program that will carry over to FY 2014-15. Revenue is generated through the collection of administrative fines for code violations.
- Charges for Services are estimated at an increase of 28% (\$540,758) primarily due to a predicted continuing increase in Development Services activities.
- Miscellaneous Revenues are estimated at a decrease of 52% (\$105,053). Revenue is generated by bond forfeitures, sales of copies, and jury duty reimbursements. The estimated decrease is due to the completion of the ARRA funded energy maintenance projects.
- Intrafund Revenues are estimated at an increase of 50% (\$185,629) over FY 2013-14. The increase is due to an increase in capital project activities.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Licenses, Permits, & Franchises			
3170 – Construction Permits	2,593,494	3,396,603	2,951,608
3180 – Land Use Permits	452,719	422,383	446,205
3185 – Agricultural Preserve-App Fees	16,305	18,323	14,124
Total	\$ 3,062,518	\$ 3,837,309	\$ 3,411,937
Acct # - Fines, Forfeitures, & Penalties			
3303 – Civil Fines	22,276	22,276	65,746
Total	\$ 22,276	\$ 22,276	\$ 65,746
Acct # - Charges for Services			
4895 – Personnel Services	6,361	11,054	10,225
4910 – Plan & Engineering Services	765,251	859,540	871,574
4911 – Env Impact Report	164,000	170,585	693,447
4912 – Env Applications	228,395	192,711	183,808
4916 – General Plans/Amendments	35,000	28,210	38,155
4918 – Specific Plans/Amendments	109,020	88,646	68,331
5039 – Other Agencies Services	96,724	96,724	132,852
5040 – Services to Other County Depts	554,581	446,097	501,698
Total	\$ 1,959,332	\$ 1,893,567	\$ 2,500,090
Acct # - Miscellaneous Revenues			
5789 – Non-taxable Sales	331	376	174
5800 – Miscellaneous Revenues	199,464	118,000	95,026
5882 – Cty Emp Witness and Jury Fees	550	92	92
Total	\$ 200,345	\$ 118,468	\$ 95,292
Acct # - Intrafund			
5990 – Intrafund Revenue	370,159	273,000	555,788
Total	\$ 370,159	\$ 273,000	\$ 555,788
Total Revenues	\$ 5,614,630	\$ 6,144,620	\$ 6,628,853

PUBLIC WORKS AND PLANNING - 4360**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0223	Development Services Manager	D	1	1	\$ 99,884
1132	Engineering Technician I	1526	0	2	75,385
1133	Senior Engineering Technician	1957	1	1	65,328
1134	Senior Engineer	2845	1	2	177,621
1135	Engineer I	1850	2	2	108,794
1137	Engineer III	2438	1	1	81,432
1144	Capital Projects Division Manager	D	1	1	109,490
1168	Architect	2756	2	2	181,218
1175	Planner I	1616	1	4	167,160
1176	Planner II	1794	6	6	352,862
1177	Planner III	2072	6	6	405,380
1178	Senior Planner	2551	3	4	306,472
1179	Principal Planner	2806	1	1	92,226
1715	Building Inspector I	1718	1	2	87,274
1716	Building Inspector II	1962	4	4	257,432
1720	Building Plans Engineer	2696	1	1	88,621
1721	Supervising Building Inspector	2305	1	1	75,790
1722	Building Plans Checker III	2428	2	2	162,133
1745	Chief Building Inspector	2859	1	1	87,017
2293	Staff Analyst III	2048	3	3	202,002
2319	Deputy Director of Planning	D	1	1	117,815
3080	Office Assistant III	1049	2	2	70,052
3110	Office Assistant II	940	1	1	31,320
3125	Office Assistant I	837	3	3	74,935
3160	Secretary IV	1291	1	1	43,117
3620	Program Technician I	1246	2	3	98,465
Subtotal			49	58	\$ 3,619,225
Professional License Differential					10,244
Bilingual Skill Pay					602
TOTAL REGULAR SALARIES					\$ 3,630,071

RECOMMENDED POSITIONS TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1132	Engineering Technician I	1526	2	\$ 128,840
1134	Senior Engineer	2845	1	136,440
1175	Planner I	1616	3	220,516
1178	Senior Planner	2551	1	144,686
1715	Building Inspector I	1718	1	71,793
3620	Program Technician I	1246	1	53,668
Cost of Adding Positions			9	\$ 755,942

PW&P - Road Fund -- 4510

Public Works & Planning-Roads
BUDGET 4510
Special Revenue Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 18,648,970	\$ 19,388,874	\$ 20,397,215	\$ 1,008,341	5%
Services and Supplies	22,201,848	34,693,981	38,093,609	3,399,628	10%
Other Charges	1,949,451	350,000	550,000	200,000	57%
General Fixed Assets	11,142	9,000	252,000	243,000	2700%
Total Appropriations	\$ 42,811,411	\$ 54,441,855	\$ 59,292,824	\$ 4,850,969	9%
<u>Revenues</u>					
Taxes	\$ 9,588,274	\$ 8,856,899	\$ 8,626,145	\$ (230,754)	-3%
Licenses, Permits & Franchises	433,344	450,000	450,000	-	0%
Rev From Use of Money & Prop	307,896	350,000	350,000	-	0%
Intergovernment Revenues - St	21,823,471	28,179,065	24,943,659	(3,235,406)	-11%
Intergovernment Rev-Federal	6,088,905	15,771,169	11,746,420	(4,024,749)	-26%
Charges For Services	10,035,482	3,534,441	7,105,289	3,570,848	101%
Miscellaneous Revenues	226,004	102,000	102,000	-	0%
Total Revenues	\$ 48,503,375	\$ 57,243,574	\$ 53,323,513	\$ (3,920,061)	-7%
<u>Revenues (Over)/Under Expenditures</u>	\$ (5,691,964)	\$ (2,801,719)	\$ 5,969,311	\$ 8,771,030	-313%
Increase/(Decrease-Use of) Available					
Fund Balance	5,691,964	2,801,719	(5,969,311)	(8,771,030)	-313%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	198	196	196	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P - ROADS – 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 3,516 miles of County roads and 570 bridges. The primary function of the three divisions is to provide for administration, maintenance, operations, 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 construction services for Special Districts, County Service Areas, and other County departments

OVERVIEW

The FY 2014-15 Recommended Budget appropriations of \$59,292,824 reflect a 9% (\$4,850,969) increase over the FY 2013-14 Adopted Budget. The FY 2014-15 Recommended Budget revenues of \$53,323,513 reflect a 7% (\$3,920,061) decrease from the FY 2013-14 Adopted Budget. Reserves of \$5,969,311 from the Road Fund will be required to balance the FY 2014-15 Recommended Budget as expenditures will exceed estimated revenues. Staffing is recommended at the current level of 196 positions. Salary savings of \$107,897 (1%) are budgeted along with related benefit savings of \$72,789.

The FY 2014-15 Recommended Budget includes \$30.21 million for the Road Maintenance and Operations program, which represents a 12.2% (\$3.28 million) increase over FY 2013-14 adopted funding levels. The increase for the Road Maintenance and Operations program is for additional expenditures targeted for contract preventive and day labor reconstruction and routine road maintenance. Funding in the FY 2014-15 Recommended Budget reflects projects as outlined in the Road and Bridge Construction section below.

GOAL SETTING

FY 2014-15

Goal: The Department of Public Works and Planning will continue to strive to reduce operational costs by maintaining or reducing the number of safety-related incidents in FY 2014-15. Future cost reductions will be realized by:

- Further reduction in future worker's compensation charges assigned to department;
- Further reduction in our liability costs since some of the department's injury claims involve damage to County and/or public equipment and property;
- Further reduction in overtime and extra help costs incurred as a result of coverage for employees away from work due to injury;
- Lowered risk of possible safety violations and fines (e.g. Cal-OSHA).
- **Performance Metric:** Attainment of this goal will be measured by keeping the number of lost days to less than 20 for both FY 2013-14 and FY 2014-15

Fiscal Goal

FY 2013-14

Goal: The Department of Public Works and Planning will continue to strive to reduce operational costs by maintaining or reducing the number of safety-related incidents in FY 2013-14. Future cost reductions

will be realized by:

- Reduction in future worker's compensation rates assigned to department;
- Potential reduction in liability costs since some of the department's injury claims involve damage to County and/or public equipment and property;
- Reduction in Overtime and Extra-Help costs incurred as a result of coverage for employees away from work due to injury;
- Lowered risk of possible safety violations and fines (e.g. Cal-OSHA).

Outcomes/Results: We are meeting our fiscal goal of decreasing safety-related incidents, thus striving to reduce operational costs both currently and prospectively. As of March 1, 2014, we have seven recordable incidents and ten lost work days. We have also met our goal of reducing Extra-Help as a result of coverage for employees away from work due to injury.

Operational Goal

FY 2013-14

Goal: The Department of Public Works and Planning will establish attainable project delivery schedules by developing and implementing work plans. The goal was set to meet 98% of the projected work plans.

Performance Metric: The division managers will be required to produce work plans for projects being developed in their divisions, identifying milestones to be delivered and the resources required to deliver the projects.

Outcomes/Results: The Department of Public Works and Planning identified 81 projects that were being developed or constructed as of July 1, 2013 to set up the benchmarks to be used in the tracking. Milestones selected to track have assisted in reducing risks that lead to slippage of projects. The milestones that were to be tracked were:

- **Schedule** - Environmental, Design and Construction milestones (date of completion) were established for the 81 projects for a total of 243 measurable schedules.
- **Costs** – Resources were calculated by identifying tasks to complete and time in hours to complete the task for the milestones identified in the schedule for the 81 projects. Anticipated costs for environmental, design and construction administration were established and monitored for those projects for a total of 243 measurable resource costs used per milestone.
- **Scope** – The primary scope of each project was identified prior to completion of the work plan identifying the schedule and costs for the 81 projects for a total of 81 identified scopes to be tracked. By setting and controlling the scope, the department minimized the changes in costs and schedules experienced by the projects.

During the first nine project status meetings, careful analysis of the cost and scope was done for each project to quantify the expenses on the projects and correlate the burn rate to the amount of product produced, i.e. it is expected that 30% of available Preliminary Engineering funds will be expended when the 30% construction plans have been completed. Along with this analysis, scope changes were discouraged so as not to delay the project, or increase project costs. Each division was responsible to report on the three milestones, making all correlations to insure that projects remained on schedule. The results are as follows:

- **Schedule** – Two projects, Bridge Preventive Maintenance Program Scour Mitigation project and Kings, Byrd, and Annadale Re-vegetation projects dates had to be pushed back due to the projects not being ready to start or award the project for construction.
- **Costs** – One project, Carver Elementary School Safe Route to School, expended 50.4% beyond the allocated Design Engineering funds due to having to re-scope the utility relocation, pavement needs, and Right of Way (R/W) acquisition. Construction Engineering was expended 40% beyond the

allocated funds for the same reason as Design Engineering. Additional field testing and survey work was required that had not been identified in the work plan for the project.

- **Scope** – One project, Carver Elementary School Safe Route to School, had to be re-scoped due to lack of coordination with the school district and utility companies. The school district had a project that changed the conditions for the County's project with respect to utility relocation, and requiring the County to do additional paving and R/W acquisition.
- **Overall** – The average percentage achieved for the current year operational goal was 99.18%. The overall operational goal is used to better plan activities and is coordinate with the development of and built in accordance to the annual Road Improvement Plan as presented to your Board.

Departmental Goal

FY 2013-14

Goal: The Department of Public Works and Planning will continue to improve customer service.

Each division shall be tasked with increasing their awareness of the quality of service and how it is accepted by the public. Once detected, negative feedback will be escalated to the section supervisor, the section supervisor will make contact with the individual and when possible, will resolve the issue. Regular feedback will occur at the division management level in order to determine solutions when issues cannot be resolved at the section supervisor level.

The department will continue to make available to the public, a web based survey where complaints and/or comments can be received, responses will be generated, communication will be required with the complainant when possible, and the final resolution documented.

The department will discuss and quantify negative comments quarterly and make adjustments to reduce negative comments. The public will be encouraged to participate in the survey.

Outcomes/Results: The web-based survey has been used for the second year. Survey results for the first half of the fiscal year show that 97% of respondents (over 900 received) rated our service as good or better.

Division supervisory staff responded to complaints and/or those submitting negative comments to identify what could be done to improve service. Where able, we incorporated recommendations, including adding Geographic Information Systems information for public download access and adding additional information and resources on various sections' webpages.

Department staff has participated in our in-house developed customer service training. All staff are expected to complete the training. Divisions have incorporated customer service training into staff meetings and the performance evaluation process.

A number of "user friendly" approaches have been incorporated based on public and staff input, including: implementing land use application processing enhancements; "scrolling" displays accessible to the public to provide guidance, contact information, locations, office hours, and available services; and implementing internal timelines to better meet our customers' needs.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Some of the increase in appropriations is reflective of the several large multi-year bridge projects with all phases of development increasing in FY 2014-15. However, much of the overall budget still reflects an allocation of funds for specific Measure "C" and Federal Aid projects that will be awarded for construction or have significant design engineering completed in the coming fiscal years.

The allocation of funding also considered the current unstable 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 the current level of 196 positions.

The department continues its team-based approach in seeking to identify avenues for improving service to our clients and other County departments. This is evident in the scheduling of heavy equipment usage by our road maintenance yards so as to promote sharing of the equipment. This venture has allowed us to reduce our heavy equipment fleet by approximately 29% from the levels in FY 2012-13. 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, and the Cost Accounting Management System (CAMS) is being employed.

Road Maintenance

The FY 2014-15 programs consist of the following components:

Day Labor Rehabilitation, Specific Maintenance Projects, and Pavement Seals and Maintenance Overlays	\$ 5.77 million
Contract Preventive Maintenance	\$11.20 million
Routine Road Maintenance Activities	\$10.35 million
Traffic Signs and Striping	\$ 1.28 million
Traffic Safety and Operations	<u>\$ 1.61 million</u>
Total	\$30.21 million

A total of \$5.77 million is recommended for day labor rehabilitation and specific maintenance projects for roads. These funds will be expended for the rehabilitation of approximately 33 miles of selected lower traffic volume roads by day labor forces. Approximately \$300,000 (not included in the \$5.77 million allocation) 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.

The recommended \$11.2 million for contract preventive maintenance projects will provide for the maintenance treatment of approximately 30 miles of chip seal projects, and 18 miles of asphalt concrete overlay. The preventive maintenance allocation also reflects \$3.30 million of Congestion Mitigation and Air Quality (CMAC) Shoulder projects throughout the County, as well as \$2 million for Joint Seal replacements on various County bridges.

Pothole patching, shoulder maintenance, and other routine road maintenance activities, including culvert maintenance, storm damage repairs, tree trimming, and snow removal are recommended at \$10.35 million. The allocation of expenditures to the various general maintenance categories can vary in any given year. 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 \$1.28 million. This allocation includes funding for agreements with Caltrans for Caltrans-operated traffic signals at joint State/County intersections at an annual cost of approximately \$50,000 and the City of Fresno for the maintenance of County-owned traffic signals and lighting at an annual amount of approximately \$135,000 and with a private contractor in the annual amount of \$20,000 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).

Included in the \$30.21 million allocation in the proposed budget for road maintenance and traffic signs and striping, there is an allocation of \$1.61 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. This allocation also includes the Traffic Census (traffic count program) section in the Maintenance and Operations division.

Road and Bridge Construction

Major projects for FY 2014-15 include:

- Measure C Funded projects: Cedar Avenue Bike Lane (City of Fresno and County joint project), Americans with Disability Act Compliance projects and Mt. View Avenue irrigation facilities, Bethel to Tulare County Line (\$3,182,000);
- Federally funded Bridge Re-vegetation project on the Kings River, Annadale and Byrd Slough Bridge sites (\$332,000);
- Four Congestion Management and Air Quality projects, San Diego, Belmont to Shaw Shoulder Improvements (\$800,000), Belmont, SR 145 to Yuba Shoulder Improvements (\$940,000), Lassen Avenue, Jensen to Clinton (\$725,000) and California Avenue, Derrick to Washoe (\$830,000);
- One federally funded Highway Safety Project Striping, various locations (\$1,200,000);
- One State funded Alternative Program Project, Traffic Signal on Belmont and Helms (\$350,000);
- One Federal Railroad Crossing Improvement Project, Conejo & Burlington Northern and Santa Fe (\$110,000)

Salaries and Benefits

- Salaries and Benefits recommended at \$20,397,215 represent a 5% (\$1,008,341) increase over the current year due to promotions, salary adjustments and benefit rate increases. Staffing is recommended at the current level of 196 positions.

Recommended Funding includes:

- Account 6100 Regular Salaries represents a 2% (\$165,673) increase over the current year due to promotions and salary adjustments.
- Account 6400 Retirement Contribution represents a 10% (\$561,295) increase over the current year due to increased retirement rates and increased salaries.
- Account 6670 Benefits Administration represents an 11% (\$2,724) decrease from the current year due to reduced rates provided by Risk Management.

Services and Supplies

- Services and Supplies reflect a 10% (\$3,399,628) increase over FY 2013-14 primarily due to increases in road maintenance services and professional engineering consultants for bridge design.

Recommended funding includes:

- Eight federally funded bridge replacement projects: Italian Bar Bridge (\$0.45 million), Outside Canal on Russell, (\$0.25 million), Travers Creek Bridge on Manning, (\$0.20 million) and five additional bridges (\$0.28 million combined);
- Preventive Maintenance contracts (\$11.2 million);
- Measure "C", Cedar Avenue Bike Lane and Americans with Disability Act Compliance projects (\$182,000);
- Congestion Management and Air Quality shoulder improvements (\$3.30 million);

PW&P - Road Fund -- 4510

- An allocation for the purchase of materials used in the maintenance of roads and traffic operations, signs and striping (\$8.66 million);
- Account 7295 Professional and Specialized Services represent a 15% (\$757,375) increase over the current year 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. Also included are allocations for department personnel services and financial services necessary for the operation of the department.
- Account 7355 Rents & Leases-Equipment represents a 16% (\$49,000) increase over the current year for rental of equipment not available from Fleet Services periodically necessary for road maintenance.
- Account 7416 Transportation and Travel County Garage is recommended at \$4.8 million, an increase of 2% (\$100,000), to reimburse the Fleet Services Org 8910-11 for the cost of operating and maintaining all vehicles, including construction equipment. Maintenance costs for vehicles and equipment have been steady for the last two fiscal years; the increase this year will fund the depreciation and inflation cost for several new pieces of heavy equipment.
- Account 7430 Utilities represent a 2% (\$5,614) increase for payments for County traffic signals, road maintenance yard facilities, and sign shop and resident engineer field trailers.

Other Charges

- Other Charges are recommended at \$550,000 for right-of-way acquisition for various on-going projects.

Fixed Assets

- Falling Weight Deflectometer to replace existing machine. Parts are no longer available to keep it maintained.
 - Gyratory Compactor to replace existing machine to update to current standards.
 - Color Printer/Scanner/Copier to replace existing machine. The machine has broken down repeatedly leading to higher maintenance costs.
- (1) Falling Weight Deflectometer..... \$200,000 Replacement
(1) Gyratory Compactor \$45,000 Replacement
(1) Color Printer/Scanner/Copier..... \$7,000 Replacement

SUMMARY OF REVENUES

- Revenues are recommended at \$53,323,513 a 7% (\$3,920,061) decrease from the current year.
 - Taxes represent a 3% (\$230,754) decrease from the current year.
 - Licenses, Permits, and Franchises revenue is generated through the collection of Road Privileges and Permit fees are recommended the same as the current level based on actual receipts.
 - Use of Money and Property is recommended at the same level based on interest earnings on carryover funds and actual experience.
 - State Aid is estimated at an 11% (\$3,235,406) decrease from the current year due to the completion of various projects.

PW&P - Road Fund -- 4510

- Federal Aid - Estimated at a 26% (\$4,024,749) decrease from the current year primarily due to the completion of the Outside Canal on Bass bridge replacement project (\$1.8 million), a large federal overlay contract (\$3.2 million), and the traffic signal at Friant Road and North Fork Road (\$380,000).
- Charges for Services is estimated at a 101% (\$3,570,848) increase over the current year based on projected Measure "C" reimbursements for right-of-way acquisition costs and road construction for the various phases of Mountain View. Measure "C" will additionally fund 100% of all design costs for the Mountain View Avenue projects. Other design, contract administration, and construction inspection will be 100% funded for the American Avenue Landfill Projects and the Assessment District funded County Service Areas (CSAs) which includes revenue from work done by Roads staff to support CSAs and are paid by the CSAs via annual assessments. Road maintenance activities performed by County Road crews on County Service Area roads will be 100% reimbursed by the various road zones receiving the maintenance service.
- Reserves of Road fund 0010 will be decreased by the amount of \$5,969,311 in the FY 2014-15 Recommended Budget.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Taxes			
3043 – Local Trans-1/4% Sales Tax	3,656,899	3,656,899	3,426,145
3044 – Measure C-1/2% Sales Tax	5,200,000	6,160,705	5,200,000
Total	\$ 8,856,899	\$ 9,817,604	\$ 8,626,145
Acct # - Licenses, Permits, & Franchises			
3175 – Road Privileges and Permits	450,000	492,512	450,000
Total	\$ 450,000	\$ 492,512	\$ 450,000
Acct # - Revenue from the Use of Money			
3380 - Interest	350,000	312,520	350,000
Total	\$ 350,000	\$ 312,520	\$ 350,000
Acct # - Intergovernment Revenues – State			
3459 – Highway User Tax 2103	14,221,065	13,900,456	10,514,379
3460 – Highway User Tax 2104	8,000,000	7,414,258	8,009,092
3461 – Highway User Tax 2106	1,000,000	989,937	1,355,154
3462 – Highway User Tax 2105	3,800,000	4,170,923	4,532,034
3546 – State Aid Construction	390,000	390,000	15,000
3547 – State TEA 21 Match and Exchange	368,000	368,108	368,000
3575 – State-Other	400,000	400,000	150,000
Total	\$ 28,179,065	\$ 27,633,682	\$ 24,943,659
Acct # - Intergovernment Revenues – Federal			
4365 – Federal-Construction	15,471,169	9,946,678	11,446,420
4366 – Federal-Forest Reserve Revenue	300,000	300,000	300,000
Total	\$ 15,771,169	\$ 10,246,678	\$ 11,746,420
Acct # - Charges for Services			
4910 – Plan & Engineering Services	166,500	193,282	166,500
4985 – Road & Street Services	1,088,000	941,580	4,142,000
5040 – Services to Other County Departments	2,099,941	1,630,481	2,596,789
5043 – Serv Other Count Dept-P.Y.	180,000	256,593	200,000
Total	\$ 3,534,441	\$ 3,021,936	\$ 7,105,289
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	100,000	101,620	100,000
5806 – Loss Recovery-Risk Management	2,000	992	2,000
Total	\$ 102,000	\$ 102,612	\$ 102,000
Total Revenues	\$ 57,243,574	\$ 51,627,544	\$ 53,323,513

PENDING FACTORS

The continued lack of a consistent, secure source of funding for road maintenance continues to impact the ability of the department to maintain the County's road system. The uncertainty of federal funding such as Stimulus (ARRA) funding and the adoption of Moving Ahead for Progress in the 21st Century (MAP-21) Federal Surface Transportation, without key direction on spending levels for programs, continue to hamper the County on its ability to provide long term planning for maintenance of the County's road system. The County's Federal lobbyist recently notified us that the Federal Highway Trust Fund might not be able to meet its funding obligations, with the possibility of withholding reimbursements on federally funded projects. Public Works and Planning is projected to deliver over \$11 million of federally funded services and road construction during FY 2014-15. Decisions on slowing down, or shelving projects might have to be made if an impasse in Congress develops. Staff impacts will have to be determined and adjustments made if the impasse does develop and resolution is not timely.

The FY 2012-13 County Overlay project was the last project funded by Prop 1B, with Fresno County having successfully delivered \$30.28 million of much needed road and bridge projects. Even with this \$30.28 million invested, the County's deferred road maintenance backlog continues to grow and will continue to grow if significantly increased funding levels are not realized.

Due to limited road funding, the County has been required to defer crucial road maintenance activities for many years. It is estimated the County's current backlog of deferred road maintenance needs is in excess of \$557 million. With this continued backlog, the Countywide Pavement Condition Index (PCI) is expected to fall below 60 within four years. The current PCI is 65.4. Once the PCI rating of a road falls below 70, the cost to bring the road up to a good state of repair increases exponentially with time.

PW&P - ROAD FUND - 4510**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
1105	Engineer II	2220	1	1	\$ 77,334
1117	Associate Real Property Agent	1945	2	2	127,987
1132	Engineering Technician I	1526	4	4	151,866
1133	Senior Engineering Technician	1957	12	12	780,114
1134	Senior Engineer	2845	6	6	554,675
1135	Engineer I	1850	3	3	176,985
1137	Engineer III	2438	14	14	1,138,807
1140	Engineering Technician II	1707	22	22	1,247,322
1147	Field Survey Supervisor	2062	2	2	135,622
1148	Supervising Engineer	3129	2	2	205,819
1149	Chief of Field Surveys	2750	1	1	90,397
1150	Public Works Division Engineer	D	3	3	334,419
2292	Staff Analyst II	1774	1	1	49,375
2293	Staff Analyst III	2048	3	3	198,494
2294	Senior Staff Analyst	F	1	1	72,923
2318	Deputy Director of Public Works	D	1	1	122,618
3080	Office Assistant III	1049	1	1	35,026
3125	Office Assistant I	837	1	1	24,830
3140	Secretary III	1169	2	2	77,480
3166	Administrative Secretary - Conf.	1438	1	1	47,998
5409	Road Equipment Operator-Trainee	967	6	6	191,473
5410	Road Equipment Operator I	1230	20	20	707,446
5415	Road Equipment Operator II	1391	53	53	2,349,096
5420	Road Maintenance Supervisor	1912	9	9	525,038
5425	Road Operations Lead Supervisor	1704	11	11	599,460
5430	Road Superintendent	2144	2	2	140,977
5445	Traffic Maintenance Supervisor	1912	1	1	60,586
5450	Traffic Equipment Operator I	1179	2	2	61,544
5455	Traffic Equipment Operator II	1321	7	7	294,930
5460	Traffic Operations Lead Supervisor	1596	1	1	53,270
8065	Director of Public Works & Planning	B	1	1	155,765
Subtotal			196	196	\$ 10,789,675
Auto Allowance					6,180
Professional License Differential					29,849
Bilingual Skill Pay					1,807
Less Salary Savings (1%)					(107,897)
TOTAL REGULAR SALARIES					\$ 10,719,615

PW&P - Transit Services -- 4700

**Transit Services
BUDGET 4700
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 2,144,575	\$ 2,624,000	\$ 2,838,500	\$ 214,500	8%
Total Appropriations	\$ 2,144,575	\$ 2,624,000	\$ 2,838,500	\$ 214,500	8%
<u>Revenues</u>					
Intergovernment Revenue-Other	\$ 2,144,575	\$ 2,624,000	\$ 2,838,500	\$ 214,500	8%
Total Revenues	\$ 2,144,575	\$ 2,624,000	\$ 2,838,500	\$ 214,500	8%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	0%

	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)
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Position Summary

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** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P - 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 Fresno Council of Governments (Fresno COG) for transit services in unincorporated areas. The annual allocation to each agency is determined by Fresno COG based upon an estimate of revenue by the State Department of Finance and the population of each city and unincorporated area. Each year the County, City of Fresno, City of Clovis, and Fresno County Rural Transit Agency (FCRTA) 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 Fresno COG for regional transportation planning services including transit planning.

OVERVIEW

The FY 2014-15 Recommended Budget of \$2,838,500 reflects an 8% (\$214,500) increase in appropriations. Recommended funding is based on State estimates, as refined by the County's Auditor-Controller/Treasurer-Tax Collector, of FY 2014-15 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 for the current fiscal year.

SUMMARY OF CAO RECOMMENDATIONS

Services and Supplies

- Services and Supplies reflect an overall increase of 8% (\$214,500) over the FY 2013-14 Adopted Budget and represent monies allocated directly to transit providers and for regional transportation planning.

Recommended funding includes the following allocations in Account 7295, Professional & Specialized Services:

- An allocation to the City of Fresno (\$2,018,000) represents a 5% increase over the current year for services to the unincorporated area within the Fresno urban transit service area.
- An allocation to 19 rural transit subsystems (\$385,000) represents a 43% increase over the current year allocation. Since FY 2009-10, FCRTA has used contingency funding that had been held as matching dollars for capital projects to offset local agency contributions. For this year's budgeting process, staff is assured that FCRTA will continue to use contingency funds to offset local agency contributions for the next fiscal year; however, the offset is less than previous years.
- An allocation for transportation social services (\$258,000) represents a 5% increase over the current year for clients of community-based social service agencies in the unincorporated area, performed under contract by the Fresno County Economic Opportunities Commission.
- An allocation to the Fresno COG (\$147,000) represents a 5% increase over the current year for operation of the Regional Transportation Planning Agency pursuant to the Transportation

Development Act of 1972.

- An allocation to the City of Clovis (\$30,500) represents a 28% decrease from the current year for paratransit services to the unincorporated area of Tarpey Village.

SUMMARY OF REVENUES

- Other Governmental Aid revenues are recommended at \$2,838,500, an 8% (\$214,500) 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 Fresno COG.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # -Intergovernment Revenues – Other			
4841 – Other Governmental Agencies	2,624,000	2,624,000	2,838,500
Total	\$ 2,624,000	\$ 2,624,000	\$ 2,838,500
Total Revenues	\$ 2,624,000	\$ 2,624,000	\$ 2,838,500

**Public Works & Planning-Grants
BUDGET 5512
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 960,955	\$ 6,197,562	\$ 5,361,954	\$ (835,608)	-13%
Total Appropriations	\$ 960,955	\$ 6,197,562	\$ 5,361,954	\$ (835,608)	-13%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 335,021	\$ 691,714	\$ 813,768	\$ 122,054	18%
Intergovernment Rev-Federal	250,253	4,475,848	3,506,686	(969,162)	-22%
Intergovernment Revenue-Other	-	500,000	529,000	29,000	6%
Miscellaneous Revenues	285,228	500,000	500,000	-	0%
Other Financing Sources	-	30,000	12,500	(17,500)	-58%
Total Revenues	\$ 870,502	\$ 6,197,562	\$ 5,361,954	\$ (835,608)	-13%
<u>Net County Cost</u>	\$ 90,453	\$ -	\$ -	\$ -	0%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

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** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P-GRANTS – 5512

FUNCTION

This budget contains funds for planning and implementing several programs including the federal HOME Investment Partnerships program (HOME), Safe Drinking Water State Revolving Fund, California Integrated Waste Management Board Used Oil Recycling program, the Department of Conservation Beverage Container Recycling program, and the State Tire Cleanup and Amnesty grants.

OVERVIEW

The FY 2014-15 Recommended Budget of \$5,361,954 reflects a 13% (\$835,608) decrease in appropriations and revenues from the FY 2013-14 Adopted Budget based on a decrease in the amount and number of available grant funds. There is no net County cost associated with this budget. FY 2012-13 actuals reflects expenditures which were not reimbursed until the current year.

The work effort required to implement these grant programs is provided primarily by staff in the Public Works and Planning Roads Org 4510, Community Development Block Grant Org 7205, and Public Works and Planning, Resources Orgs 7910, 9015, and 9140.

SUMMARY OF CAO RECOMMENDATIONS

State Revolving Fund – CSA 30-32 Surface Water Treatment Facility Consolidation

Grant Funds: \$529,000

County Match: None

The Safe Drinking Water State Revolving Fund grant for the CSA 30 (El Porvenir) and CSA 32 (Cantua Creek) Surface Water Treatment Facilities Consolidation provides funding for the planning of the consolidation of the CSA 30 and CSA 32 potable water systems. The improvements will bring the water systems into compliance with current drinking water regulatory standards. In addition, surrounding water systems with similar water quality issues will be evaluated for feasibility to consolidate into a single system for the area.

Services and Supplies

- Services and Supplies are budgeted at \$529,000, an increase of 6% (\$29,000) over the current year adopted budget as work gets underway on the project. Current year spending is estimated to reach \$180,000 leaving the balance of the \$725,000 total grant to be recommended in the FY 2015-16 budget.

Recommended funding includes:

- Federal and state grant funds through the Safe Drinking Water State Revolving Fund.

Federal HOME Grant Program

Grant Funds: \$3,506,686

Misc. Revenue:

\$500,000

County Match: None

The Federal HOME Investment Partnerships Program (HOME) grant provides funds for housing rehabilitation loans, homebuyer loans for home ownership, and loans for affordable housing development projects in the six partner cities, Kerman, Kingsburg, Mendota, Reedley, Sanger and Selma and the unincorporated area.

Services and Supplies

- Services and Supplies are budgeted at \$4,006,686, a decrease of 19% (\$969,162) from the current year due to a decrease in the amount of prior and current year grant funds carried over for affordable housing development loan projects in process.

Recommended funding includes:

- Federal HOME grant funds and miscellaneous revenue derived from repayments of existing loans made to homeowners and community housing development organizations.

Neighborhood Stabilization Program Loan Servicing

Misc. Revenue: \$12,500

County Match: None

Provides for the mandated loan servicing and monitoring for the County's completed Neighborhood Stabilization Program (NSP) mortgage assistance loans for the 15-year life of the loans. Funding is provided by reserved program income remaining from NSP dedicated solely for this purpose, per the federal NSP regulations.

Services and Supplies

- Services and Supplies are budgeted at \$12,500, a decrease of 58% (\$17,500) from the current year.

Recommended funding includes:

- Reserved NSP program income dedicated solely for this purpose.

Used Oil Payment Program

Funds: \$300,000

County Match: None

Provides funds to assist local governments for: 1) the development and implementation of ongoing used oil and used oil filter collection and recycling programs; 2) education and outreach programs; and 3) the establishment and promotion of the certified collection centers located within the 14 jurisdictions (excluding Fresno City, which has its own program), and the unincorporated area of Fresno County.

Services and Supplies

- Services and Supplies are budgeted at \$300,000, an increase of 4% (\$10,205) over the current year due to an increase in funding.

Recommended funding includes:

- Cal-Recycle Oil Payment.

Tire Amnesty Grant

Grant Funds: \$20,000

County Match: None

February 2013 the tire amnesty grant was modified from an annual program to a two year program. The two year allocation of \$40,000 was made available to the County to conduct waste tire amnesty drop-off events throughout the unincorporated areas of Fresno County. Funds are to be utilized to cover the costs of the County's programs for FY 2013-14 and FY 2014-15 at \$20,000 per year. Tires collected at the amnesty events will be transported by a licensed tire recycler to be recycled into reuse products.

Significant Program Changes

Cal-Recycle has overhauled its tire grant program and has separated it into two separate and individual grant programs (Tire Clean-Up grant and a Tire Amnesty grant).

Services and Supplies

- Services and Supplies are budgeted at \$20,000 a decrease of 50% (\$20,000) from the current year. Beginning in 2012, the Waste Tire Cleanup Grant program was offered every two years (even numbered years) and in 2013 the Waste Tire Amnesty Grant was offered every two years (odd numbered years). Each program is funded for a two year grant.

Recommended funding includes:

- Cal Recycle Tire Amnesty grant funding

Tire Cleanup Grant

Grant Funds: \$50,000

County Match: None

Cal-Recycle will provide \$50,000 in funds for the Tire Clean-Up program to offset waste tire clean-up costs in the rural areas of the County in FY 2014-15. Tires collected during clean-up activities will be transported by a licensed tire recycler to be recycled into reuse products.

Significant Program Changes

Cal-Recycle has overhauled its tire grant program and has separated it into two separate and individual grant programs (Tire Clean-Up grant and the Tire Amnesty grant).

Services and Supplies

- Services and Supplies are budgeted at \$50,000, the same as the current year.

Recommended funding includes:

- Cal Recycle Tire Clean-Up grant funding

City/County Beverage Payment Program

Funds: \$43,768

County Match: None

Provides funds to California cities and counties to use for public education for promoting beverage container recycling and/or litter clean-up activities. New grant funding to Fresno County for FY 2014-15 is expected to be \$43,768.

Services and Supplies

- Services and Supplies are budgeted at \$43,768 a decrease of less than 1% (\$151) from the current year.

Recommended funding includes:

- Cal Recycle City/County Payment.

CSA 49 (O'Neil) Consolidation

Grant Funds: \$400,000

County Match: None

The Safe Drinking Water State Revolving Fund (SDWSRF) grant for the CSA 49 Surface Water Treatment Facility Improvements provides funding for the planning of the improvements to the CSA 49 potable water system. The planning for improvements is for the purpose of bringing the water system into compliance with current drinking water regulatory standards for disinfection byproducts. In addition, there is potential for Casaca Vineyards, a surrounding water system with similar water quality issues, to be evaluated for feasibility to consolidate with CSA 49 into a single system for the area.

Significant Program Changes

The California Department of Public Health SDWSRF program was recently amended to allow severely disadvantaged communities to receive 100% grant funds for the planning and construction of potable water infrastructure improvements. The community of CSA 49 qualifies for this grant.

Services and Supplies

- Services and Supplies are budgeted at \$400,000, an increase of 100% (\$400,000) over the current year as work gets underway on the project.

Recommended funding includes:

- Federal and State grant funds through SDWSRF

SUMMARY OF REVENUES

- Revenues are recommended at \$5,361,954, a 13% (\$835,608) decrease from the FY 2013-14 Adopted Budget.
 - State Aid is estimated at an increase of 18% (\$122,054) over the previous year based on funding availability for the new CSA 49 Consolidation grant.
 - Federal Aid is estimated at a decrease of 22% (\$969,162) from the current year due to a decreased amount of prior and current year HOME funds carried over for affordable housing development loan projects in progress.
 - Other Governmental Agencies are estimated at a 6% (\$29,000) increase over the current year adopted budget due to a carryover of funds not anticipated to be spent in the current year for the Safe Drinking Water State Revolving Fund grant.
 - Other Financing Sources are estimated at a decrease of 58% (\$17,500) from the FY 2013-14 program year due to the estimated decrease in Neighborhood Stabilization Program loan servicing costs.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – State			
3575 – State Other	691,714	638,529	813,768
Total	\$ 691,714	\$ 638,529	\$ 813,768
Acct # - Intergovernment Revenues – Federal			
4380 – Federal - Other	4,475,848	2,089,171	3,506,686
Total	\$ 4,475,848	\$ 2,089,171	\$ 3,506,686
Acct # -Intergovernment Revenues – Other			
4841 – Other Governmental Agencies	500,000	339,000	529,000
Total	\$ 500,000	\$ 339,000	\$ 529,000
5885 – HOME Program Income	500,000	500,000	500,000
Total	\$ 500,000	\$ 500,000	\$ 500,000
Acct # - Other Financing Sources			
5959 – Transfer from Trust Fund	30,000	30,000	12,500
Total	\$ 30,000	\$ 30,000	\$ 12,500
Total Revenues	\$ 6,197,562	\$ 3,596,700	\$ 5,361,954

PW&P - Capital Projects - Grants -- 1912

Capital Projects - Grants
BUDGET 1912
General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
General Fixed Assets	\$ 229,556	\$ -	\$ -	\$ -	0%
Total Appropriations	\$ 229,556	\$ -	\$ -	\$ -	0%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 1,783,507	\$ -	\$ -	\$ -	0%
Total Revenues	\$ 1,783,507	\$ -	\$ -	\$ -	0%
<u>Net County Cost</u>	\$ (1,553,951)	\$ -	\$ -	\$ -	0%

	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)
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Position Summary

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** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

CAPITAL PROJECTS - GRANTS – 1912

FUNCTION

The Capital Projects Grants budget contains third party financing for planning, construction, repair and improvement projects that add or preserve the value, use or life of County-owned facilities.

OVERVIEW

No funding is recommended for FY 2014-15, the same as in the current year.

Carryover appropriations for improvements at Avocado Lake Park and Lost Lake Park originally totaling \$1,783,507 were approved by your Board in FY 2012-13 with the work anticipated to be done in FY 2013-14. Revenues from State grant funds, net of FY 2012-13 expenditures are shown in the Actual FY 2012-13 column on the Fiscal Summary.

PW&P - Community Development Block Grant -- 7205

**Community Develop Block Grant
BUDGET 7205
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,425,826	\$ 1,325,766	\$ 1,313,579	\$ (12,187)	-1%
Services and Supplies	982,816	1,289,550	1,186,319	(103,231)	-8%
Other Charges	<u>2,971,387</u>	<u>4,046,943</u>	<u>4,408,529</u>	<u>361,586</u>	9%
Total Appropriations	\$ 5,380,029	\$ 6,662,259	\$ 6,908,427	\$ 246,168	4%
<u>Revenues</u>					
Taxes	\$ (6,216)	\$ -		\$ -	0%
Intergovernment Rev-Federal	4,265,670	5,807,471	\$ 6,224,427	416,956	7%
Charges For Services	(1,273)	-	-	-	0%
Miscellaneous Revenues	536,432	500,000	500,000	-	0%
Intrafund Revenue	<u>445,550</u>	<u>354,788</u>	<u>184,000</u>	<u>(170,788)</u>	-48%
Total Revenues	\$ 5,240,163	\$ 6,662,259	\$ 6,908,427	\$ 246,168	4%
<u>Net County Cost</u>	\$ 139,867	\$ -	\$ -	\$ -	0%
	<u>Budgeted</u>	<u>Current</u>	<u>Recommended</u>	<u>Increase/</u>	
	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>(Decrease)</u>	
Position Summary	14	13	11	(2)	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P - 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 U.S. Department of Housing and Urban Development (HUD), details how the funds will be spent. These grant funds are used to implement a variety of projects and programs to improve low and moderate income neighborhoods throughout Fresno County and six participating cities: Kerman, Kingsburg, Mendota, Reedley, Sanger and Selma. The Community Development staff in this budget administers a variety of housing and community development activities necessary to implement the County's Consolidated Plan, Annual Action Plan, Housing Element, and the Economic Development Strategy and Economic Development Element of the General Plan. Community Development Block Grant staff also administer other housing grant funds for affordable housing development, housing rehabilitation and homebuyer assistance; along with other specialized housing and community development grant programs such as the Neighborhood Stabilization Program.

OVERVIEW

The FY 2014-15 Recommended Budget of \$6,908,427 reflects 4% (\$246,168) increase in appropriations and revenues over the FY 2013-14 Adopted Budget, due to the FY 2013-14 Adopted Budget reflecting a lower annual federal CDBG grant allocation to the County than was actually received following budget adoption.

The recommended budget continues to fund the five current unincorporated area Community Development programs which include public facility and infrastructure improvement projects, housing rehabilitation (HARP), commercial rehabilitation (FACE), community-based social services, and the Sheriff's Area Based Policing program. This budget also includes CDBG funding which is provided as grants to the six cities participating in the County's CDBG program, at proportionate funding in accordance with the Joint Powers Agreement. Staffing is recommended at 11 positions, a decrease of 2 positions from the current year, based on available revenues and associated program activity.

The expenditures in excess of revenues for FY 2012-13 is a result of delayed reimbursement payments for approved projects.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Appropriations of \$1,313,579 represent a 1% (\$12,187) decrease from FY 2013-14 in employee Salaries and Benefits, due to the elimination of two permanent positions and vacancies being filled at lower levels when possible, offset by increased benefit costs.

Recommended funding includes: The County's federal CDBG allocation for FY 2014-15.

- Account 6100 Regular Salaries represents a 5% (\$37,268) decrease from the current year primarily due to the elimination of two permanent positions and vacancies being filled at lower levels.
- Account 6400 Retirement Contribution represents a 5% (\$19,481) increase over the current year due to increased retirement costs.
- Account 6550 Workers Compensation represents a 111% (\$20,680) increase over the current year based on recent claims history.

Services and Supplies

- Services and Supplies represent an 8% (\$103,231) decrease from FY 2013-14.
 - Account 7295 Professional & Specialized Services represent a 14% (\$60,391) increase over the current year primarily due an estimated increase in available funding for the Sheriff's Area Based Policing program over the previous adopted budget but consistent with current funding.
 - Account 7312 Social Services programs represent a 6% (\$8,268) increase over the current year due to an estimated increase in available funding for community-based social service programs over the previous adopted budget but consistent with current funding.
 - Account 7400 Special Departmental Expense represents a 28% (\$150,797) decrease from the current year primarily due to a decrease in re-budgeted funding for HARP loans in progress. Appropriations totaling \$150,000 are budgeted for new HARP housing rehabilitation loans and façade improvement loans (FACE).

Other Charges

- Account 7885 Contributions-Other Agencies represent a 9% (\$361,586) increase over the current year primarily due to an increase in estimated carryover funds for multi-year public facility and improvement projects in progress.
- Recommended funding for FY 2014-15 will provide for an estimated seven new public facility and infrastructure improvement projects for the participating cities and the unincorporated area, all of which are anticipated to be multi-year projects.

SUMMARY OF REVENUES

- Revenues are recommended at \$6,908,427, a 4% (\$246,168) increase over FY 2013-14 due to the FY 2013-14 Adopted Budget reflecting a lower federal CDBG grant amount than was subsequently received following budget adoption.
 - Federal Aid is estimated at \$6,224,427 and reflects an increase of 7% (\$416,956) over the current year. Includes committed but unexpended CDBG funds of \$3,049,247, for activities in progress, and a projected new federal CDBG grant allocation of \$3,175,180, the same as was received for FY 2013-14.
 - Miscellaneous Revenues are estimated at \$500,000, the same as the current year, and represents HARP loan repayments.
 - Intrafund Revenues are estimated at \$184,000, a 48% (\$170,788) decrease from the current year due to decreased revenue available for administration of federal housing program grants budgeted in Orgs. 55122008 (HOME) and 7209 (NSP3), as the NSP3 one-time grant program is nearly completed.

PW&P - Community Development Block Grant -- 7205

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – Federal			
4390 – Federal Aid - Comm Dev Block Grt	5,807,471	3,246,387	6,224,427
Total	\$ 5,807,471	\$ 3,246,387	\$ 6,224,427
Acct # - Other Financing Sources			
5888 – Community Development Repayments	500,000	0	500,000
Total	\$ 500,000	\$ 0	\$ 500,000
Acct # - Intrafund			
5990 – Intrafund Revenue	354,788	170,051	184,000
Total	\$ 354,788	\$ 170,051	\$ 184,000
Total Revenues	\$ 6,662,259	\$ 3,416,438	\$ 6,908,427

PW&P - COMMUNITY DEVELOPMENT BLOCK GRANT - 7205**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<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	\$ 94,352
1747	Housing Rehabilitation Specialist II	1962	1	1	65,459
2293	Staff Analyst III	2048	4	4	265,828
2294	Senior Staff Analyst	F	2	2	147,700
2296	Senior Economic Development Analyst	F	1	0	0
2297	Principal Staff Analyst	E	1	1	80,231
3080	Office Assistant III	1049	1	1	28,305
3125	Office Assistant I	837	1	1	21,846
3140	Secretary III	1169	1	0	0
Subtotal			13	11	\$ 703,721
Bilingual Skill Pay					602
TOTAL REGULAR SALARIES					\$ 704,323

VACANT POSITIONS RECOMMENDED FOR DELETION (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
2296	Senior Economic Development Analyst	F	-1	\$ 123,526
	Cost of Restoring Vacant Position		-1	\$ 123,526

FILLED POSITIONS RECOMMENDED FOR DELETION (Effective August 4, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
3140	Secretary III	1169	-1	\$ 71,324
	Cost of Restoring Filled Position		-1	\$ 71,324

PW&P - Neighborhood Stabilization Program 3 -- 7209

**Neighborhood Stabilization 3
BUDGET 7209
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ -	\$ 62,512	\$ 22,716	\$ (39,796)	-64%
Services and Supplies	1,263,237	3,525,323	2,177,784	(1,347,539)	-38%
Total Appropriations	\$ 1,263,237	\$ 3,587,835	\$ 2,200,500	\$ (1,387,335)	-39%
<u>Revenues</u>					
Intergovernment Rev-Federal	\$ 1,046,659	\$ 1,295,709	\$ 623,181	\$ (672,528)	-52%
Miscellaneous Revenues	834,167	2,292,126	1,577,319	(714,807)	-31%
Total Revenues	\$ 1,880,826	\$ 3,587,835	\$ 2,200,500	\$ (1,387,335)	-39%
<u>Net County Cost</u>	\$ (617,589)	\$ -	\$ -	\$ -	0%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

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** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P – NEIGHBORHOOD STABILIZATION PROGRAM 3 – 7209

FUNCTION

The Neighborhood Stabilization Program 3 (NSP3) is a one-time federal grant program which provides funds for the County to purchase foreclosed and abandoned homes, rehabilitate them as necessary, and then resell them to eligible homebuyers in specifically targeted areas of greatest need within the designated Urban County program area. Org 7209 contains the County's allocation of NSP3 funds and proceeds from re-sales which must be reused for this same purpose during the life of the program. NSP3 is administered primarily by staff in the Community Development Block Grant Org 7205, with the assistance of designated extra-help staff.

OVERVIEW

The FY 2014-15 Recommended Budget of \$2,200,500 reflects the anticipated remaining NSP3 grant funds provided to the County by the U.S. Department of Housing and Urban Development, and the estimated program income from the resale of homes. There is no net County cost as NSP3 is funded by a Federal grant and program income, which must be reused for grant purposes for the life of the program, which is anticipated to end by June 2015. There are no permanent positions in this budget, but funds have been appropriated to continue to pay for one part-time extra-help housing staff that assists with carrying out the program.

The revenue in excess of expenditures in FY 2012-13 is a result of reimbursements received in FY 2012-13 for expenditures in FY 2011-12.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Salaries and Benefits recommended at \$22,716 represent a 64% (\$39,796) decrease from FY 2013-14, as only one of the previously two extra-help positions working on the NSP3 grant program will continue to work on the program part-time in FY 2014-15 (limited to 18 hours per week). This remaining position will cycle out when the program concludes.

Services and Supplies

- Services and Supplies recommended at \$2,177,784 a 38% (\$1,347,539) decrease from the FY 2013-14 Adopted Budget represent the amount of the remaining NSP3 grant funds and program income from the resale of homes, all of which is recommended for appropriations for the purchase of foreclosed and abandoned homes, rehabilitation of the homes, and mortgage assistance for qualified buyers.

SUMMARY OF REVENUES

- Revenues are recommended at \$2,200,500, the amount of remaining NSP3 federal grant funds and estimated program income from the sale of rehabilitated homes.

PW&P - Neighborhood Stabilization Program 3 -- 7209

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – Federal			
4380 – Federal - Other	1,295,709	133,687	623,181
Total	\$ 1,295,709	\$ 133,687	\$ 623,181
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	2,292,126	779,488	1,577,319
Total	\$ 2,292,126	\$ 779,488	\$ 1,577,319
Total Revenues	\$ 3,587,835	\$ 913,175	\$ 2,200,500

PW&P - Parks & Grounds -- 7910

**Parks And Grounds
BUDGET 7910
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,507,449	\$ 1,620,531	\$ 1,620,988	\$ 457	0%
Services and Supplies	1,446,094	1,446,884	1,168,583	(278,301)	-19%
Other Charges	1,292	1,331	1,331	-	0%
General Fixed Assets	38,323	50,000	-	(50,000)	-100%
Total Appropriations	\$ 2,993,159	\$ 3,118,746	\$ 2,790,902	\$ (327,844)	-11%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 23,415	\$ 26,252	\$ 26,752	\$ 500	2%
Charges For Services	1,261,989	1,010,163	904,243	(105,920)	-10%
Miscellaneous Revenues	323,814	360,500	-	(360,500)	-100%
Intrafund Revenue	227,765	292,805	222,881	(69,924)	-24%
Total Revenues	\$ 1,836,983	\$ 1,689,720	\$ 1,153,876	\$ (535,844)	-32%
<u>Net County Cost</u>	\$ 1,156,175	\$ 1,429,026	\$ 1,637,026	\$ 208,000	15%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	17	19	19	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P - PARKS AND GROUNDS – 7910

FUNCTION

The Parks and Grounds 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, University Medical Center campus, and limited areas of the 10th Street property are cared for by this section of the department. Parks and Grounds also maintain scenic drives along Kearney Boulevard and Van Ness Boulevard. The section is also contracted to maintain the landscape at American Avenue and Southeast Regional landfills.

OVERVIEW

The FY 2014-15 Recommended Budget appropriations of \$2,790,902 reflect an 11% (\$327,844) decrease from the FY 2013-14 Adopted Budget. The decrease in appropriations is due to a reduction in Services and Supplies (\$278,301) and a reduction in general Fixed Assets (\$50,000). The FY 2014-15 Recommended Budget revenues of \$1,153,876 reflect a 32% (\$535,844) decrease from the FY 2013-14 Adopted Budget. Staffing is recommended to remain at 19 positions. No salary savings have been used in calculating Regular Salaries in the recommended budget.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

During FY 2013-14, for the first time in the past four years, there was an increase of approximately 11% in the number of field staff hours dedicated to maintaining and improving County operated parks. The increase in staffing has allowed for the completion of various projects such as the removal of defective tables and equipment (e.g., barbeque grills, fire rings, etc.), the removal of brush and pruning of trees within the parks. With the Ernest Lawrence funding, Parks staff purchased and installed 85 new concrete tables and 111 new barbeque grills and fire rings. Increased service hours from two additional staff added in the current year, funded by an increase in available net County cost, also allowed for better maintenance of County parks and ground areas. The increased service level is most visible in turf, tree and shrub maintenance, facilities (restroom cleanliness and supplies), graffiti abatement and litter removal.

Salaries and Benefits

- Salaries and Benefits represent a less than 1% (\$457) increase over FY 2013-14 Adopted Budget due primarily to staff retirements and replacement staff being hired at entry level.

Recommended funding includes:

- Account 6100 Regular Salaries decreased from the current year by 1% (\$8,869) due to replacement staff being hired at an entry level salary.
- Account 6350 Unemployment Insurance decreased from the current year by 64% (\$13,953) due to recent experience.
- Account 6400 Retirement Contributions increased over the current year by 5% (\$16,473) due to increases in retirement rates.
- Account 6600 Health Insurance decreased from the current year by 11% (\$13,810) due to changes in employee health benefit selections.

Services and Supplies

- Services and Supplies reflect a 19% (\$278,301) decrease from FY 2013-14 Adopted Budget due primarily to a reduction from current year appropriations for projects and park furnishings funded by the Ernest Lawrence Estate approved by your Board on April 24, 2012 and July 10, 2012 and completed in FY 2013-14.

Recommended funding includes:

- Account 7220 Maintenance-Buildings & Grounds (Contracts) decreased from the current year by 80% (\$238,192) for the purchase of picnic tables, barbeque grills, group picnic area renovations, and other projects funded by the Ernest Lawrence Estate in FY 2013-14.
- Account 7295 Professional and Specialized Services decreased from the current year by 20% (\$53,206) due to completion of work to repair sidewalks throughout Courthouse Park, and offset by increases for additional water testing, and to accurately account for administrative costs to parks.
- Account 7385 Small Tools and Instruments decreased from the current year by 37% (\$35,043), budgeted in the current year to fund replacement of push mowers and hand tools and current year storm damage replacements.
- Account 7400 Special Departmental Expense is recommended at \$14,300, an increase over the current year by 286% (\$10,600). Previously included in Professional and Specialized Services, these costs are now being budgeted in this account to provide for better tracking.
- Account 7416 Trans and Travel County Garage increased over the current year by 14% (\$47,104) based on actual costs in FY 2013-14, the replacement of three high mileage vehicles and the replacement of a new service truck in place of a multi-passenger van resulting in additional vehicle depreciation costs.
- Account 7430 Utilities increased over the current year by 8% (\$11,437) due to anticipated increases in PG&E costs and actual utilization as trended in FY 2013-14.

Other Charges

- Other Charges reflect no change from the FY 2013-14 Adopted Budget for the Kings River Water District fiscal year assessment at China Creek.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,153,876, a 32% (\$535,844) decrease from FY 2013-14 Adopted Budget.
 - Use of Money and Property represents a 2% (\$500) increase over the FY 2013-14 Adopted Budget from new concession agreements, primarily in Courthouse Park.
 - Charges for Services represent a 10% (\$105,920) decrease from the FY 2013-14 Adopted Budget due to reductions in grounds maintenance at the disposal sites and roadside tree maintenance.
 - For FY 2014-15, a reduction in Miscellaneous Revenues (\$360,500) is anticipated as the approved Ernest Lawrence funded projects are complete.
 - Intrafund Revenues represent a 24% (\$69,924) decrease from the current year in charges for landscape maintenance for County facilities, due to lower indirect cost rate calculations.

PW&P - Parks & Grounds -- 7910

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3400 – Rents and Concessions	26,252	26,252	26,752
Total	\$ 26,252	\$ 26,252	\$ 26,752
Acct # - Charges for Services			
5040 – Services to Other County Departments	773,663	773,663	639,630
5055 – Parks and Rec Fees	236,500	236,500	264,613
Total	\$ 1,010,163	\$ 1,010,163	\$ 904,243
Acct # - Miscellaneous Revenues			
5806 – Loss Recovery Risk	155,000	155,000	0
5890 – Donations	205,500	205,500	0
Total	\$ 360,500	\$ 360,500	\$ 0
Acct # - Intrafund			
5990 – Interfund Revenue	292,805	292,805	222,881
Total	\$ 292,805	\$ 292,805	\$ 222,881
Total Revenues	\$ 1,689,720	\$ 1,689,720	\$ 1,153,876

PENDING FACTORS

The state is now requiring increased monitoring of all potable water systems within the County parks. Staff has budgeted an estimated \$20,000 for the additional monitoring however the actual cost may increase significantly, once contracted. If needed, staff will return to your Board for appropriate funding.

PW&P - PARKS AND GROUNDS - 7910

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2294	Senior Staff Analyst	F	1	1	\$ 72,923
3080	Office Assistant III	1049	1	1	35,026
5215	Parks Groundskeeper I	840	5	5	116,910
5220	Parks Groundskeeper II	935	2	2	54,686
5221	Parks Groundskeeper III	1099	4	4	144,529
5235	Parks Maintenance Worker	1299	1	1	37,647
5241	Parks Services Supervisor	1513	2	2	95,089
5242	Senior Tree Trimmer	1374	1	1	37,252
5243	Tree Trimmer I	1099	<u>2</u>	<u>2</u>	<u>57,368</u>
Subtotal			19	19	\$ 651,431
Bilingual Skill Pay					<u>1,205</u>
TOTAL REGULAR SALARIES					\$ 652,636

PW&P - Off-Highway License Fund -- 7920

Off Highway License
BUDGET 7920
Special Revenue Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 159	\$ 6,248	\$ 3,439	\$ (2,809)	-45%
Other Financing Uses	8,000	-		-	0%
Total Appropriations	\$ 8,159	\$ 6,248	\$ 3,439	\$ (2,809)	-45%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 548	\$ 200	\$ 500	\$ 300	150%
Intergovernment Revenues - St	9,650	12,000	11,642	(358)	-3%
Total Revenues	\$ 10,198	\$ 12,200	\$ 12,142	\$ (58)	0%
<u>Revenues (Over)/Under Expenditures</u>	\$ (2,039)	\$ (5,952)	\$ (8,703)	\$ (2,751)	46%
Increase to Fund Balance	2,039	5,952	8,703	2,751	46%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P - OFF HIGHWAY LICENSE – 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 FY 2014-15 Recommended Budget appropriations of \$3,439 reflect a 45% (\$2,809) decrease from the FY 2013-14 Adopted Budget, and the FY 2014-15 Recommended Budget revenues of \$12,142 reflect a less than 1% (\$58) decrease from FY 2013-14. 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. The Recreation and Wildlife Commission recommended funding a request by the Sierra National Forest in the amount of \$3,300 to fund personal protection equipment used when maintaining off-highway vehicle trails within Fresno County.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Revenues continue to be low due to the state of the economy. The reserve level of the Off-Highway License fund is anticipated to be approximately \$49,000 at the end of FY 2014-15.

Services and Supplies

- Services and Supplies reflect a 45% (\$2,809) decrease from the FY 2013-14 Adopted Budget. There is one project, a request from the Sierra National Forest to acquire personal protection equipment for use in maintaining trails, in the amount of \$3,300, recommended for funding for FY 2014-15. 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.

SUMMARY OF REVENUES

- Revenues are recommended at \$12,142, a less than 1% (\$58) decrease from the FY 2013-14 Adopted Budget.
 - Use of Money and Property represents a 150% (\$300) increase over FY 2013-14 in interest earnings on accumulated funds.
 - Intergovernmental Revenues-State are estimated at a 3% (\$358) decrease from FY 2013-14. Revenues generated from Vehicle License Fees are estimated at a decrease from FY 2013-14 based on actual vehicle registration fees collected.

PW&P - Off-Highway License Fund -- 7920

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3380 – Interest	200	200	500
Total	\$ 200	\$ 200	\$ 500
Acct # - Intergovernment Revenues – State			
3575 – State-Other	12,000	12,000	11,642
Total	\$ 12,000	\$ 12,000	\$ 11,642
Total Revenues	\$ 12,200	\$ 12,200	\$ 12,142

PW&P - Fish & Game Propagation Fund -- 4350

Fish And Game Propagation BUDGET 4350 Special Revenue Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 4,848	\$ 3,032	\$ 5,154	\$ 2,122	70%
Total Appropriations	\$ 4,848	\$ 3,032	\$ 5,154	\$ 2,122	70%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 4,786	\$ 5,800	\$ 4,800	\$ (1,000)	-17%
Rev From Use of Money & Prop	252	200	200	-	0%
Total Revenues	\$ 5,038	\$ 6,000	\$ 5,000	\$ (1,000)	-17%
<u>Revenues (Over)/Under Expenditures</u>	\$ (190)	\$ (2,968)	\$ 154	\$ 3,122	-105%
Increase/(Decrease-Use of) Available Fund Balance	190	2,968	(154)	(3,122)	-105%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P-FISH AND GAME PROPAGATION – 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 FY 2014-15 Recommended Budget appropriations of \$5,154 reflect a 70% (\$2,122) increase over the FY 2013-14 Adopted Budget. The FY 2014-15 Recommend Budget revenues of \$5,000 reflect a 17% (\$1,000) decrease from the FY 2013-14 Adopted Budget. Projects totaling \$4,950 are recommended by the Recreation and Wildlife Commission for three organizations for the planned wildlife conservation and propagation activities in FY 2014-15.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Revenues continue to be low due to a continued lack of prosecution and levying of fines.

Services and Supplies

- Services and Supplies represent a 70% (\$2,122) increase over the current year and include \$5,154 for projects and PeopleSoft Financial charges. The following projects are recommended by the Recreation and Wildlife Commission for FY 2014-15.
 - Critter Creek Wildlife Station (\$2,200) to fund the rebuilding of an 18' x 48' cage for large mammal recovery.
 - Central Valley Sportsman's Club (\$2,000) to sponsor an annual fishing derby at Woodward Park that allows Fresno County area children the opportunity to catch fish and promote outdoor recreation.
 - Fly Fishers for Conservation (\$750) to fund the purchase of two water chillers for "Trout in the Classroom" program activities throughout school districts within Fresno County.

SUMMARY OF REVENUES

- Recommended revenues of \$5,000 represent a 17% (\$1,000) decrease from the current year.
 - Fines, Forfeitures, and Penalties are estimated at \$4,800 and represent a 17% (\$1,000) decrease from the current year due to continued lack of prosecution and levying of fines.
 - Use of Money and Property is estimated at the current level of \$200 as interest earnings on fund balance.

PW&P - Fish & Game Propagation Fund -- 4350

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3302 – Fish and Game Fines	5,800	4,500	4,800
Total	\$ 5,800	\$ 4,500	\$ 4,800
Acct # - Revenue from the Use of Money			
3380 - Interest	200	200	200
Total	\$ 200	\$ 200	\$ 200
Total Revenues	\$ 6,000	\$ 4,700	\$ 5,000

PW&P - Support Services -- 4365

PW&P - Support Services
BUDGET 4365
General Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 2,086,489	\$ 2,265,055	\$ 2,451,205	\$ 186,150	8%
Services and Supplies	289,393	302,532	320,965	18,433	6%
Total Appropriations	\$ 2,375,882	\$ 2,567,587	\$ 2,772,170	\$ 204,583	8%
<u>Revenues</u>					
Charges For Services	\$ 1,796,469	\$ 2,166,945	\$ 2,280,652	\$ 113,707	5%
Miscellaneous Revenues	267	-	-	-	0%
Intrafund Revenue	579,145	400,642	491,518	90,876	23%
Total Revenues	\$ 2,375,881	\$ 2,567,587	\$ 2,772,170	\$ 204,583	8%
<u>Net County Cost</u>	\$ 0	\$ -	\$ -	\$ -	0%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	24	24	24	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P - SUPPORT SERVICES – 4365

FUNCTION

The Support Services section provides financial, data system, and administrative services for the Department of Public Works and Planning. The financial services area is responsible for the preparation of the department's budgets, accounts receivable for water/sewer districts and disposal sites, mail and reproduction services for the department, accounting for capital projects, preparation of financial reports for grant claims and the Road Fund report, and personnel services for the department. The data systems area is responsible for the data processing functions which include the coordination of ordering hardware and software, and oversight of upgrades and conversions of various packaged software programs utilized in the department. The data systems area also administers and maintains the Geographical Information System (GIS), the Amanda Permit System, and the department website.

OVERVIEW

The FY 2014-15 Recommended Budget of \$2,772,170 reflects an 8% (\$204,583) increase in appropriations and revenues over the FY 2013-14 Adopted Budget primarily due to increases in Salaries and Benefits. Staffing is recommended at the current level of 24 positions.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The financial services section is working to finalize online payments which will allow customers to make payments (Utility bills, Permits, Park Passes, etc.) via the internet.

Salaries and Benefits

- Salaries and Benefits recommended at \$2,451,205 represent an 8% (\$186,150) increase over the current year due to increases in Regular Salaries, Extra-Help, and benefit rates.

Recommended funding includes:

- Account 6100 Regular Salaries increased over the current year by 5% (\$57,335) due to regular step increases, anticipated promotions and salary adjustments.
- Account 6200 Extra-Help increased over the current year by 146% (\$14,587) due to the need for additional staff for planned computer system upgrades.
- Account 6400 Retirement Contributions increased over the current year by 14% (\$98,253) due to increased compensable salaries and contribution rates.
- Account 6550 Workers' Compensation Contribution decreased from the current year by 11% (\$417) based on recent experience.

Services and Supplies

- Services and Supplies recommended at \$320,965 represent a 6% (\$18,433) increase over the FY 2013-14 Adopted Budget.

Recommended funding includes:

- Account 7266 Interoffice Messenger Mail increased over the current year by 22% (\$614) due to rate increases from Internal Services Department.

PW&P - Support Services -- 4365

- Account 7295 Professional and Specialized Services increased over the current year by 6% (\$7,100) due to increased charges from other divisions within the department.
- Account 7345 Facility Services Charges increased over the current year by 39% (\$4,500) reflecting current levels of service.
- Account 7430 Utilities increased over the current year by 67% (\$6,383) based on actual costs in the current year.
- Account 7611 Security Services increased over the current year by 49% (\$1,835) based on current levels of service.

SUMMARY OF REVENUES

- Revenues are recommended at \$2,772,170 and represent an 8% (\$204,583) increase over the FY 2013-14 Adopted Budget due to an increase in operational costs which result in an increase of billable charges. All costs incurred in this unit are distributed to the other benefitting divisions within the department
- Charges for Services – Estimated at \$2,280,652, an increase over the current year of 5% (\$113,707) due to operational cost increases as detailed in the recommended expenditures sections above.
- Intrafund Revenue – Estimated at \$491,518, an increase over the current year of 23% (\$90,876) to reflect the current level of service for non-General Fund divisions.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Charges for Services			
5040 – Services to Other County Dept	2,166,945	2,007,846	2,280,652
Total	\$ 2,166,945	\$ 2,007,846	\$ 2,280,652
Acct # - Intrafund			
5990 – Intrafund Revenue	400,642	514,860	491,518
Total	\$ 400,642	\$ 514,860	\$ 491,518
Total Revenues	\$ 2,567,587	\$ 2,522,706	\$ 2,772,170

PW&P SUPPORT SERVICES - 4365**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2225	Systems & Procedures Manager	E	1	1	\$ 82,006
2240	Senior Systems & Procedures Analyst	2423	1	1	79,687
2292	Staff Analyst II	1774	1	1	56,846
2293	Staff Analyst III	2048	2	2	134,668
2294	Senior Staff Analyst	F	1	1	72,923
2356	Public Works and Planning Business Manager	E	1	1	84,251
3080	Office Assistant III	1049	3	3	105,079
3205	Account Clerk II	986	1	1	26,477
3255	Senior Accountant	2036	2	2	130,792
3260	Account Clerk III	1106	4	4	145,217
3262	Supervising Accountant	2220	1	1	72,980
3265	Principal Accountant	F	1	1	79,057
3621	Program Technician II	1393	2	2	92,318
3623	Program Technician II-Conf.	1416	1	1	47,293
3704	Information Technology Analyst I	1489	1	1	44,084
3707	Information Technology Analyst IV	2302	1	1	77,201
Subtotal			24	24	\$ 1,330,879
Bilingual Skill Pay					1,205
TOTAL REGULAR SALARIES					\$ 1,332,084

PW&P - Resources -- 9015

**Resources
BUDGET 9015
Enterprise Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,936,043	\$ 2,046,626	\$ 2,299,103	\$ 252,477	12%
Services and Supplies	1,130,815	2,591,558	3,709,337	1,117,779	43%
General Fixed Assets	170,929	1,477,787	53,000	(1,424,787)	-96%
Total Appropriations	\$ 3,237,786	\$ 6,115,971	\$ 6,061,440	\$ (54,531)	-1%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 1,335	\$ 2,260	\$ 2,000	\$ (260)	-12%
Intergovernmental Revenue-State	-	-	350,000	350,000	100%
Intergovernment Revenue-Other	1,056,951	2,882,022	2,638,148	(243,874)	-8%
Charges For Services	2,214,161	2,529,989	2,930,501	400,512	16%
Miscellaneous Revenues	519	-	-	-	0%
Other Financing Sources	35,182	710,000	690,000	(20,000)	-3%
Total Revenues	\$ 3,308,148	\$ 6,124,271	\$ 6,610,649	\$ 486,378	8%
<u>Revenues(Over)/Under Expenses</u>	\$ (70,362)	\$ (8,300)	\$ (549,209)	\$ (540,909)	6517%
Increase/(Decrease-i.e. Use of) Available Net Assets	70,362	8,300	549,209	\$ 540,909	6517%
<u>Budgetary Balance</u>	\$ 0	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	20	19	20	1	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P - RESOURCES - 9015

FUNCTION

The Resources Section of the Department of Public Works and Planning is responsible for operation and regulatory compliance for operating the regional American Avenue disposal site, one disposal site in the process of being permanently closed (Coalinga) and postclosure maintenance and regulatory compliance for four closed disposal sites (Blue Hills, Southeast Regional Disposal Site, Del Rey and Riverdale). Resources provides for implementation of the Countywide Integrated Waste Management Plan, administration of programs to meet State-mandated recycling requirements, administration of the program and relevant agreements for the solid waste collection for the County's exclusive service areas, and administration of various grants. Additionally, staff support is provided for the Fresno County Zoo Authority, Fresno County Special Districts and Parks and Grounds administration

OVERVIEW

The FY 2014-15 Recommended Budget appropriations of \$6,061,440 reflect a 1% (\$54,531) decrease from the FY 2013-14 Adopted Budget. Estimated revenues of \$6,610,649 reflect an 8% (\$486,378) increase over the FY 2013-14 Adopted Budget. Staffing is recommended at 20 positions, an increase of 1 over FY 2013-14.

The County continues to use the reserves from the American Avenue Disposal Site Enterprise Fund tipping fee refund to partially fund the Board-approved \$40 Voucher/Coupon program for "bulky items" or community clean-up services. The FY 2014-15 Recommended Budget includes approximately \$690,000 for this program.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The FY 2014-15 Recommended Budget continues to reflect funding for a Community Clean-Up Voucher program. To date staff has issued a total of 7,188 vouchers/coupons to residents and businesses in the unincorporated area of Fresno County.

Salaries and Benefits

- Salaries and Benefits represent a 12% (\$252,477) increase over the current year due to an increase in Salaries and Benefits and the addition of one position. Staffing is recommended at 20 positions.

Recommended funding includes:

- Account 6100 Regular Salaries reflect an increase over the current year of 7% (\$84,965) due to midyear salary adjustments and the recommended additional position.
- Account 6400 Retirement Contribution reflects an increase over the current year of 20% (\$119,306) due to increases in rates and compensable salaries.
- Account 6550 Workers' Compensation Contribution reflects an increase over the current year of 50% (\$7,315) based on recent experience.

Services and Supplies

- Services and Supplies reflect an increase of 43% (\$1,117,779).

Recommended funding includes:

- Account 7295 Professional & Specialized Services reflect an increase over the current year of 30% (\$474,236) due to the administration and operation of the County's Regional Hazardous Waste Facility and the establishment of the Local Network in all 16 jurisdictions, which will handle the collection and safe disposal of the five most common types of hazardous waste (sharps, paint, household batteries, fluorescent bulbs and tubes, thermostats [mercury containing devices] and electronic waste; and to fund consultant costs for the development of long and short-range strategic solid waste planning to meet increased regulatory requirements related to administration, monitoring and regulatory compliance for landfill operations, as well as allow the County to meet Assembly Bill (AB) 939 (1989), AB 32 (2006) and AB 341 (2012) regulatory requirements.
- Account 7296 Data Processing Services reflect a decrease from the current year of less than 1% (\$560) based on rates provided by the Internal Services Department.
- Account 7400 Special Departmental Expense reflects an increase over the current year of 106% (\$592,499) due to an increase of expenses related to the nearly completed permanent Household Hazardous Waste (HHW) Facility operation as well as the establishment of a HHW closure post-closure fund.
- Account 7565 Countywide Cost Allocation is recommended at \$46,134, a 96% (\$22,522) increase over the current year reflecting the annual calculations done by the Auditor-Controller/Treasurer-Tax Collector.

Fixed Assets

Fixed Assets recommended at \$53,000, for the new Household Hazardous Waste (HHW) Permanent Facility.

(1) HHW Permanent Facility \$53,000 Completion of entry road to the
HHW Facility

SUMMARY OF REVENUES

- Revenues are recommended at \$6,610,649, an 8% (\$486,378) increase over the current year.
- Revenue From Use of Money & Prop are estimated at a 12% (\$260) decrease from the current year due to lower interest estimates based on lower fund balances.
- Intergovernmental Revenue-State are estimated at a 100% (\$350,000) increase over the current year due to the HD 21 Household Hazardous Waste Grant, which covers a portion of the construction costs for the HHW Facility.
- Intergovernmental Revenue-Other are estimated at an 8% (\$243,874) decrease from the current year in use of AB 939 Surcharge reserves to fund the design, development and implementation of the HHW Facility
- Charges for Services are estimated at a 16% (\$400,512) increase over the current year due to the reallocation of staffing resources reflecting current workloads in the various programs.
- Other Financing Sources – Estimated at a 3% (\$20,000) decrease from the current year due to the decreased level of funding of Clean-Up program services from the American Avenue Disposal Site Enterprise Fund tipping fee reserve fund (Voucher program). Each year staff issues over 900 bulky item cleanup vouchers with a value of approximately \$36,000; however only 43% (394) are redeemed by the unincorporated area residents.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3380 - Interest	2,260	2,260	2,000
Total	\$ 2,260	\$ 2,260	\$ 2,000
Acct # - Intergovernment Revenues – State			
3575 – State-Other	0	0	350,000
Total	\$ 0	\$ 0	\$ 350,000
Acct # -Intergovernment Revenues – Other			
4841 – Other Governmental Agencies	2,882,022	2,882,022	2,638,148
Total	\$ 2,882,022	\$ 2,882,022	\$ 2,638,148
Acct # - Charges for Services			
5040 – Service to Other County Depts	2,529,989	2,529,989	2,930,501
Total	\$ 2,529,989	\$ 2,529,989	\$ 2,930,501
Acct # - Other Financing Sources			
5959 – Transfer from Trust Fund	710,000	100,000	690,000
Total	\$ 710,000	\$ 100,000	\$ 690,000
Total Revenues	\$ 6,124,271	\$ 5,514,271	\$ 6,610,649

PENDING FACTORS

HHW Permanent Facility: Staff continues to work on the direction provided by the 16 jurisdiction AB 939 Committee to site a permanent Household Hazardous Waste facility at the County owned and operated American Avenue Disposal Site and establish a local Household Hazardous Waste Collection Network. It is anticipated that the facility will be constructed by mid-2014 and both the Facility and the network will be in operation by the end of FY 2013-14.

Cal Recycle has informed County staff that during FY 2014-15 they wish to discuss and assess program improvements and/or program enhancements to address the following concerns:

- Misallocation of Waste - Improving reporting practices from haulers, jurisdictions, and other solid waste facilities, proper identification of origin of waste, and tracking/reconciling disposal reports.
- Construction and Demolition (C&D) – Monitoring the implementation of the County's C&D Ordinance to ensure the requirements of the Green Building Standards Code (CalGreen) are incorporated and providing quantifiable data to ensure success.
- Mandatory Commercial Recycling (MCR) AB 341 Monitoring the progress of the County's MCR plan and programs to ensure education and outreach is provided, and identifying methods for improving recycling at multi-family complexes, business, and institutions.
- American Avenue Landfill – Addressing the future of the American Avenue Landfill and identifying options if the landfill should close.
- Franchise Agreements – Expanding the requirements or provisions of the County's current franchise agreements to improve the effectiveness of the County's diversion programs; expanded education and outreach efforts, regular disposal and recycling reports, methodology used for allocation of waste, a method to measure hauler performance, waste assessments for the largest generators, documentation that a voluntary program is as effective as mandatory program, and an enforcement process to ensure that haulers stay in compliance with reporting procedures, which include calculations showing recovery and participation rates in all sectors.

PW&P - RESOURCES - 9015**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
0228	Resources Manager	D	1	1	\$ 103,304
1133	Senior Engineering Technician	1957	1	1	65,328
1134	Senior Engineer	2845	1	1	93,605
1137	Engineer III	2438	1	1	81,432
1140	Engineering Technician II	1707	2	2	113,953
1141	Principal Engineer	3129	1	1	102,909
2291	Staff Analyst I	1597	3	3	141,247
2293	Staff Analyst III	2048	2	2	134,668
2294	Senior Staff Analyst	F	1	1	72,923
2297	Principal Staff Analyst	E	1	1	80,231
3080	Office Assistant III	1049	2	2	67,667
3260	Account Clerk III	1106	1	1	36,958
3620	Program Technician I	1246	0	1	30,776
3621	Program Technician II	1393	2	2	93,020
Subtotal			19	20	\$ 1,218,022
Bilingual Skill Pay					602
TOTAL REGULAR SALARIES					\$ 1,218,624

RECOMMENDED POSITION TO ADD (Effective July 21,2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
3620	Program Technician I	1246	1	53,668
	Cost of Adding Position		1	\$ 53,668

PW&P - Disposal Sites & Transfer Stations (9020, 9023, 9026, 9028) -- 9020

**Southeast Regional Disposal
BUDGET 9020
Enterprise Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 433,811	\$ 612,075	\$ 571,278	\$ (40,797)	-7%
General Fixed Assets	-	-	30,000	30,000	100%
Total Appropriations	\$ 433,811	\$ 612,075	\$ 601,278	\$ (10,797)	-2%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 7,173	\$ 8,000	\$ 4,938	\$ (3,062)	-38%
Charges For Services	9,981	7,716		(7,716)	-100%
Miscellaneous Revenues	258,668	270,000	270,000	-	0%
Total Revenues	\$ 275,823	\$ 285,716	\$ 274,938	\$ (10,778)	-4%
<u>Revenues(Over)/Under Expenses</u>	\$ 157,988	\$ 326,359	\$ 326,340	\$ (19)	0%
(Decrease-i.e. Use of) Available Net Assets	(157,988)	(326,359)	(326,340)	19	0%
<u>Budgetary Balance</u>	\$ 0	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P - Disposal Sites & Transfer Stations (9020, 9023, 9026, 9028) -- 9020

Fres-Clovis Metro Solid Waste
BUDGET 9023
Enterprise Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 344	\$ -	\$ 165	\$ 165	100%
Total Appropriations	\$ 344	\$ -	\$ 165	\$ 165	100%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 276	\$ 62	\$ 200	\$ 138	223%
Charges For Services	-	-	365	365	100%
Total Revenues	\$ 276	\$ 62	\$ 565	\$ 503	811%
<u>Revenues(Over)/Under Expenses</u>	\$ 68	\$ (62)	\$ (400)	\$ (338)	545%
Increase(Decrease-i.e. Use of) Available					
Net Assets	(68)	62	400	338	545%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P - Disposal Sites & Transfer Stations (9020, 9023, 9026, 9028) -- 9020

**American Ave Disposal Site
BUDGET 9026
Enterprise Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,632,728	\$ 1,777,716	\$ 1,832,509	\$ 54,793	3%
Services and Supplies	6,917,219	9,027,766	8,993,040	(34,726)	0%
General Fixed Assets	14,795	20,930,000	18,265,000	(2,665,000)	-13%
Total Appropriations	\$ 8,564,743	\$ 31,735,482	\$ 29,090,549	\$ (2,644,933)	-8%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 377,107	\$ 434,000	\$ 386,193	\$ (47,807)	-11%
Charges For Services	16,039,577	9,176,600	9,169,600	(7,000)	0%
Miscellaneous Revenues	16,033	6,000	-	(6,000)	-100%
Total Revenues	\$ 16,432,717	\$ 9,616,600	\$ 9,555,793	\$ (60,807)	-1%
<u>Revenues(Over)/Under Expenses</u>	\$ (7,867,974)	\$ 22,118,882	\$ 19,534,756	\$ (2,584,126)	-12%
Increase/(Decrease-i.e. Use of) Available					
Net Assets	7,867,974	(22,118,882)	(19,534,756)	2,584,126	-12%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	21	21	21	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P - Disposal Sites & Transfer Stations (9020, 9023, 9026, 9028) -- 9020

Coalinga Disposal Site
BUDGET 9028
Enterprise Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 192,178	\$ 2,049,281	\$ 4,639,889	\$ 2,590,608	126%
Total Appropriations	\$ 192,178	\$ 2,049,281	\$ 4,639,889	\$ 2,590,608	126%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 959	\$ -	\$ 2,174	\$ 2,174	100%
Charges For Services	16,743	18,878	-	(18,878)	-100%
Total Revenues	\$ 17,702	\$ 18,878	\$ 2,174	\$ (16,704)	-88%
<u>Revenues(Over)/Under Expenses</u>	\$ 174,477	\$ 2,030,403	\$ 4,637,715	\$ 2,607,312	128%
(Decrease-i.e. Use of) Available					
Net Assets	(174,477)	(2,030,403)	(4,637,715)	(2,607,312)	128%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	

Position Summary

-

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P - DISPOSAL SITES AND TRANSFER STATIONS – 9020/9028

FUNCTION

Fresno County owns and operates the regional American Avenue Disposal Site. Fresno County also maintains, as required by law, the Southeast Regional Disposal Site which is a closed facility. The County operated a disposal site near Coalinga, which ceased to accept waste during FY 2009-10. Funding for the one open and two closed disposal sites is managed through three individual enterprise funds and is detailed in three separate budgets (9020, 9026, and 9028). The Fresno-Clovis Metropolitan Solid Waste Commission is funded through a separate enterprise fund (9023). The Shaver Lake Transfer Station is managed under the 9015 budget organization. The Transfer Station is operated and maintained by Granite Solid Waste through an agreement with the County of Fresno.

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 solid waste activities, mandated planning, and regulatory requirements.

OVERVIEW

Southeast Regional Disposal Site 9020 Budget – The FY 2014-15 Recommended Budget appropriations of \$601,278 reflect a 2% (\$10,797) decrease from the FY 2013-14 Adopted Budget. The FY 2014-15 Recommended Budget revenues of \$274,938 reflect a 4% (\$10,778) decrease from the FY 2013-14 Adopted Budget. Funding provides for mandated on-going post-closure maintenance activities such as groundwater and methane monitoring along with consultant services to evaluate the existing groundwater remediation system. Reserves from the Southeast Regional Disposal Site Fund 0720 in the amount of \$326,340 will be required to balance the FY 2014-15 Recommended Budget.

Fresno-Clovis Metropolitan Solid Waste Commission 9023 Budget – The FY 2014-15 Recommended Budget of \$165 reflects a 100% (\$165) increase from the FY 2013-14 Adopted Budget, due to the addition of Comprehensive Annual Financial Report preparation charges. Based on the annual Countywide Cost Allocation calculations, a \$365 refund of prior charges is included in estimated revenues.

American Avenue Disposal Site 9026 Budget – The FY 2014-15 Recommended Budget appropriations of \$29,090,549 reflect an 8% (\$2,644,933) decrease from the FY 2013-14 Adopted Budget. The FY 2014-15 Recommended Budget revenues of \$9,555,793 reflect a 1% (\$60,807) decrease from the FY 2013-14 Adopted Budget. Recommended funding assumes operating the disposal site with tonnages averaging 1,100 tons per day. Reserves allocated from the American Avenue Disposal Site Fund 0700 in the amount of \$19,534,756 will be utilized to balance the FY 2014-15 Recommended Budget to perform planned capital projects and equipment acquisitions.

Funding includes \$500,000 for the acquisition of properties to provide buffer land for the American Avenue Disposal Site. Recommended funding also includes \$400,000 for the installation of landfill gas migration remediation technology; \$160,000 for the replacement of an inbound truck scale; \$110,000 for the purchase and installation of diesel particulate filters for site heavy equipment to meet California Air Resource Board requirements; \$20,000 for the replacement of the flare blower motor; \$500,000 for replacement Computer Aided Earthmoving system (CAES) equipment; \$200,000 for a replacement water truck; \$800,000 for a Phase III Modules 2-6 Land Fill Gas (LFG) Collection System; \$75,000 for a Scalehouse Software Web Module; \$100,000 for Leachate Collection Recovery System (LCRS) meters and \$400,000 for a Landfill Gas To Energy Supervisory Control And Data Acquisition system (LFGTE SCADA). Funding also includes \$15,000,000 for the Phase I Reclamation project to remove the waste from the unlined portion of the site (30 acres, approximately 1.5 million cubic yards) and place it into a lined area.

Staffing is recommended at the current level of 21 positions.

Coalinga Disposal Site 9028 Budget – The FY 2014-15 Recommended Budget appropriations of \$4,639,889 reflect a 126% (\$2,590,608) increase over the FY 2013-14 Adopted Budget. Reserves from the Coalinga Disposal Site Fund 0710 in the amount of \$4,637,715 will be required to balance the FY 2014-15 Recommended Budget. Reserves will be utilized to fund mandated closure activities. After closure activities are complete, any remaining reserves will be utilized for mandated post-closure activities.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Permanent closure of the Coalinga Disposal Site (CDS) – CDS ceased to accept waste November 2009. On September 28, 2010 the County of Fresno entered into an agreement with Shaw Environmental & Infrastructure Inc. to provide civil design engineering services, in accordance with Title 27 California Code of Regulations (CCR) to develop Final Closure and Post-closure Maintenance Plans, prepare plans, specifications and estimates for construction of final cover, a gas network plan and to provide a construction quality assurance (CQA) plan and perform CQA services. It is anticipated the construction of the final cover will be completed in FY 2014-15.

American Avenue Disposal Site (AADS) has completed the Phase III Modules 4, 5 & 6 Landfill Expansion. The expansion was required to comply with the fill sequence plan developed by Shaw Environmental & Infrastructure Inc. and for the preparation of the Phase I Reclamation Project (clean closure, removal of waste from the 30 acres of unlined area) and to comply with Title 27 CCR requirements.

A Clean-Up Abatement Order (98-702) was issued by the Regional Water Quality Control Board (RWQCB) in 1998 due to volatile organic compounds detected in the AADS ground water monitoring wells adjacent the Phase I fill area (unlined 30 acre area). Since 2005, the AADS RWQCB Waste Discharge Requirements (WDR's) have stated that the County proposes to remove the waste from the unlined portion of the site and place it into a lined area. The Phase I area also resides in the future fill areas of Phase III, Modules 11 & 12 and in order for Phase III Modules 11 & 12 to be constructed, Phase I will need to be clean closed in accordance with Title 27. Staff has budgeted \$15,000,000 to start the clean closure in FY 2014-15 however this project may be delayed if the City of Fresno diverts its waste to another landfill. RWQCB could still require the County to initiate the project if there is a change in the detection of compounds in the groundwater. The Phase I Reclamation project is estimated to take approximately three to five years to complete from project initiation to regulatory approval of clean closure. The potential risk in not performing the Phase I Reclamation project is that doing so may result in a cease and desist order from the RWQCB, including the inability to accept and process waste.

Salaries and Benefits (9026 only)

- Salaries and Benefits recommended at \$1,832,509 represent a 3% (\$54,793) increase over FY 2013-14. All Salaries and Benefits are budgeted in Org 9026 for FY 2014-15. Staffing is recommended at the current level of 21 positions with no salary savings projected.
 - Account 6100 Regular Salaries reflects an increase over the current year of 1% (\$5,362) due to step increases.
 - Account 6200 Extra-Help reflects no change from the current year based on current year activity. The American Avenue Disposal Site operates 362 days per year. Extra-Help staff is necessary in order to meet the work load demands of site projects, weekend operations, County holidays and vacation/sick relief for permanent employees.
 - Account 6300 Overtime reflects no change from the current year based on projected workload.
 - Account 6350 Unemployment Insurance reflects a decrease from the current year of 54%

PW&P - Disposal Sites & Transfer Stations (9020, 9023, 9026, 9028) -- 9020

(\$3,551) based on recent experience.

- Account 6400 Retirement Contribution reflects an increase over the current year of 7% (\$29,718) due to higher contribution rates.
- Account 6550 Workers' Compensation Contribution reflects a decrease from the current year of less than 3% (\$4,537) based on recent experience.

Services and Supplies (all budgets)

- Services and Supplies represent a 22% (\$2,515,250) increase over FY 2013-14 primarily due to increases in Professional and Specialized Services in the Southeast Regional, American Avenue and Coalinga Disposal Site budgets.
- Account 7295 Professional & Specialized Services reflect an increase over the current year of 39% (\$2,421,861) due to a net increase in Professional and Specialized Services in the Southeast Regional and Coalinga Disposal Site budgets offset by a decrease in the American Avenue budget.
- Account 7400 Special Departmental Expense reflects a decrease from the current year of 5% (\$120,680) in the American Avenue Disposal Site Org 9026. The variance is due to a decrease in the Assembly Bill 939 surcharge which is used to fund the development of the County's Household Hazardous Waste Facility and program.
- Account 7430 Utilities reflect a 54% (\$52,579) increase over the current year based on recent actual and estimated usage.
- Account 7565 Countywide Cost Allocation reflects a 203% (\$161,529) increase over the current year based on the Auditor-Controller/Treasurer-Tax Collector's annual allocation.

Fixed Assets

- Total = \$18,265,000 (All Fixed Assets are in American Avenue Disposal Site Org 9026).

(1) Weight Scale	\$160,000	Replacement to existing scale
(1) LCRS Meters	\$100,000	Replacement to existing units
(1) Water Truck	\$200,000	Replacement to existing unit
(1) Flare Blower Motor	\$20,000	New-Regulatory
(3) Diesel Particulate Filter.....	\$110,000	New-Regulatory
(1) CAES Equipment.....	\$500,000	New-Regulatory
(1) Land Acquisition	\$500,000	New-Acquire Adjacent Property
(1) LFG Migration Remediation.....	\$400,000	New-Regulatory
(1) Phase I Reclamation Project	\$15,000,000	New-Regulatory
(1) LFGTE SCADA System.....	\$400,000	New-Regulatory
(1) Phase III Modules 2-6 LFG Collection	\$800,000	New-Regulatory
(1) Scalehouse Software Web Module.....	\$75,000	New
- Total = \$30,000 (All Fixed Assets are in Southeast Regional Disposal Site Org 9020)

(2) Groundwater Monitoring Wells	\$30,000	New-Regulatory
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SUMMARY OF REVENUES

- Revenues are recommended at \$9,833,470 a 1% (\$88,151) decrease from FY 2013-14.
- Revenue from Use of Money & Prop are estimated at a decrease of 11% (\$48,557) due to lower cash balances and lower interest rates.
- Miscellaneous Revenues are estimated at a decrease of 2% (\$6,000) based on current year levels.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3380 – Inteest	308,062	300,684	261,347
3404 – Other Rental of Bldgs & Land	134,000	127,500	132,158
Total	\$ 442,062	\$ 428,184	\$ 393,505
Acct # - Charges for Services			
4921 – Recovery of Co. Wide Cost Alloc.	26,594	0	365
4991 – Refuse Disposal Fees	9,158,600	9,041,285	9,158,600
5040 – Service To Other County Depts	18,000	10,000	11,000
Total	\$ 9,203,194	\$ 9,051,285	\$ 9,169,965
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	276,000	20,000	270,000
Total	\$ 276,000	\$ 20,000	\$ 270,000
Total Revenues	\$ 9,921,256	\$ 9,499,469	\$ 9,833,470

PENDING FACTORS

The American Avenue Disposal Site (AADS) disposal fee was reduced from \$28.80 per ton for general refuse to \$21.25 per ton effective July 7, 2005. Disposal fees for AADS increased from \$21.25 to \$21.60 per ton on February 13, 2009; increased from \$21.60 to \$21.95 per ton on March 1, 2010; increased \$21.95 to \$22.30 per ton on March 1, 2011; increased from \$22.30 to \$22.65 on March 1, 2012 and increased from \$22.65 to \$23.00 on March 1, 2013. The disposal fee increases were adopted by the Board of Supervisors on January 13, 2009 to ensure funding for the continuation of Countywide AB 939 related education, Household Hazardous Waste (HHW) Management programs (development of mobile collection programs and the establishment of a network of drop-off sites for universal waste to serve residents throughout Fresno County), and for the development and operation of a regional permanent regional HHW Facility.

On October 11, 2005, the Board approved the establishment of \$44.5 million as the current prudent reserve for expected costs and expenses, and \$22.7 million as the prudent reserve for contingent costs and expenses and disposal fee rate stabilization in the American Avenue Disposal Site Enterprise Fund. Currently the cash reserve balance as of March 31, 2014 is approximately \$64.3 million, resulting in \$2.9 million shortage of the recommended \$67.2 million reserve. The reason for the shortfall is due to the Phase III Modules 4-6 Landfill Expansion Project; the Phase III Modules 1 and 2 Landfill Gas Expansion Project, and decrease in refuse disposal due to regulatory recycling and diversion requirements and competitive private landfill disposal contract pricing in Kings County. The disposal fee is reviewed annually after the prior year audited financial statements are finalized.

Based on the review of the FY 2012-13 audited financial statements and future projections of revenue and expenses, a disposal fee increase from the current rate (\$23.00 per ton) up to \$41.52 per ton may be necessary in the next couple of years to maintain the recommended prudent reserve of \$67.2 million. Additionally, the County of Fresno's agreement (#A-93-474) with the City of Fresno guaranteeing delivery all of the City's waste to AADS, less amounts recovered for recycling and composting is set to expire on June 30, 2014. The City's volume accounts for approximately 64% of the AADS annual revenue. If the

PW&P - Disposal Sites & Transfer Stations (9020, 9023, 9026, 9028) -- 9020

City of Fresno elects to deliver its material to landfills outside of the County, the disposal fee may need to be increased to pay for the operational costs (i.e. equipment, closure/postclosure maintenance, and regulatory compliance) of the landfill. Staff continues to look for areas of improvement in the operation to contain annual cost increases and is engaging in other revenue generating opportunities such as the Landfill Gas to Energy project (LFGTE). If the LFGTE project is successful, staff anticipates the revenues from this project may reduce or postpone the anticipated disposal fee increase due to rising costs and expenses, and decreases in disposal tonnage. It is anticipated the LFGTE project will be commissioned in June 2016.

The Coalinga Disposal Site (CDS) ceased to accept waste during FY 2009-10. The owner of the site is Chevron USA. The County leases the property from Chevron and has operated the disposal site since 1969. CDS is required to apply a regulatory approved cover over the waste mass in accordance with California Code of Regulations Title 27. Staff anticipates closure construction to commence in May 2014 pending regulatory approval and concurrence from Chevron.

PW&P - DISPOSAL SITES AND TRANSFER STATIONS
- AMERICAN AVENUE DISPOSAL - 9026

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
5401	Disposal Site Supervisor	1912	1	1	\$ 62,933
5402	Disposal Site Attendant I	799	2	2	48,363
5403	Disposal Site Attendant II	900	4	4	116,668
5404	Disposal Site Equipment Operator I	1230	7	7	221,981
5406	Supervising Disposal Site Attendant	1058	1	1	34,780
5407	Disposal Site Equipment Operator II	1391	4	4	223,548
5408	Disposal Site Lead Supervisor	1600	<u>2</u>	<u>2</u>	<u>94,381</u>
Subtotal			21	21	\$ 802,655
TOTAL REGULAR SALARIES					\$ 802,655

PW&P - Special Districts Administration -- 9140

Special Districts Admin BUDGET 9140 Special Revenue Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,582,846	\$ 1,753,441	\$ 1,781,647	\$ 28,206	2%
Services and Supplies	564,267	723,266	803,308	80,042	11%
General Fixed Assets	29,151	-	32,000	32,000	100%
Total Appropriations	\$ 2,176,264	\$ 2,476,707	\$ 2,616,955	\$ 140,248	6%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ (1,342)	\$ 2,600	\$ -	\$ (2,600)	-100%
Charges For Services	2,233,757	2,415,593	2,616,955	201,362	8%
Miscellaneous Revenues	316	-	-	-	0%
Total Revenues	\$ 2,232,731	\$ 2,418,193	\$ 2,616,955	\$ 198,762	8%
<u>Revenues(Over)/Under Expenses</u>	\$ (56,467)	\$ 58,514	\$ -	\$ (58,514)	-100%
Increase/(Decrease-i.e. Use of) Available	-	-	-	-	0%
Net Assets	56,467	(58,514)	-	58,514	-100%
<u>Budgetary Balance</u>	\$ 0	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	16	16	16	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

PW&P – SPECIAL DISTRICTS ADMINISTRATION - 9140

FUNCTION

Public Works and Planning, Special Districts Administration includes the administration of approximately 130 County Service Areas, Maintenance, Lighting, and Waterworks Districts. The number of districts fluctuates each year with the addition of new developments, consolidation of district zones and the dissolution of districts with services assumed by other entities. The activities include the preparation of the budgets for the various districts, conducting Proposition 218 hearings as needed, obtaining and administering contractor services, operation of water and wastewater facilities, responding to customers, tax roll and financial report preparation, and purchasing of water.

OVERVIEW

The FY 2014-15 Recommended Budget of \$2,616,955 reflects a 6% (\$140,248) increase over the FY 2013-14 Adopted Budget. The FY 2014-15 recommended revenues of \$2,616,955 reflect an 8% (\$198,762) increase over the FY 2013-14 Adopted Budget. Staffing is recommended at the current level of 16 positions.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

In July 2010, the Board approved the State mandated sewer system management plan that requires an increase in level of service required for the 12 sewer systems currently administered and operated by Special Districts' staff. Multiple water and wastewater districts have been awarded competitive grants and loans for infrastructure improvements by the State Department of Public Health. If approved by the communities, there is a potential of \$22 million going directly to districts for infrastructure improvements within the next two years.

Salaries and Benefits

- Salaries and Benefits recommended at \$1,781,647 represent a 2% (\$28,206) increase over the current year primarily due to increased benefit rates and standby pay offset by staff turnover and filling positions at lower levels. Standby pay is required as the water and sewer operations are 24/7 and at least one operator for the mountain areas and one for the valley areas are on-call 24/7 in case of emergencies. Staffing is recommended at the current level of 16 positions.

Recommended funding includes:

- Account 6100 Regular Salaries reflect a net decrease from the current year of 1% (\$11,834) primarily due midyear salary adjustments offset by the hiring of replacement staff at lower levels.
- Account 6400 Retirement Contribution reflects an increase over the current year of 5% (\$23,655) due to increased rates.
- Account 6550 Workers' Compensation Contribution reflect an increase over current year of 21% (\$6,105) due to recent experience
- Account 6600 Health Insurance Contribution reflects an increase of 11% (\$11,670) over the current year due to increases in the employer contribution rate and level of participation by employees.

Services and Supplies

- Services and Supplies are recommended at \$803,308 for FY 2014-15. This represents an 11% (\$80,042) increase over FY 2013-14.

Recommended funding includes:

- Account 7101 Liability Insurance reflects an increase over the current year of 1,936% (\$40,720) due to an increase in recent claims.
- Account 7295 Professional and Specialized Services reflects an increase over the current year of 25% (\$30,554) due to additional engineering work to be done by Roads' staff.
- Account 7296 Data Processing Services reflects a decrease from current year of 34% (\$18,923) reflecting current usage.
- Account 7416 Transportation and Travel County Garage reflects an increase over the current year of 23% (\$22,818) primarily due to increased fuel charges and increased use of County pool vehicles.

SUMMARY OF REVENUES

- Revenues are recommended at \$2,616,955 an 8% (\$198,762) increase over the current year. The department charges for all the services it provides to the public, County Service Areas, Water and Wastewater Districts, and to other County departments.
- No interest is estimated based on low fund balance levels. The division is unable to regularly recoup costs when districts' cash levels are low and need to wait for assessments to be paid with property taxes. Staff is continuing to work with district citizen advisory Committees to initiate hearings to increase funding levels and reserves in individual districts.
- Charges for Services are estimated at an 8% (\$201,362) increase over the current year.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Revenue from the Use of Money			
3380 - Interest	2,600	0	0
Total	\$ 2,600	\$ 0	\$ 0
Acct # - Charges for Services			
5040 - Charges for Services	2,415,593	2,415,593	2,616,955
Total	\$ 2,415,593	\$ 2,415,593	\$ 2,616,955
Total Revenues	\$ 2,418,193	\$ 2,415,593	\$ 2,616,955

PENDING FACTORS

Special Districts Staff, in coordination with the respective Citizen's Advisory Committees (CAC), whenever possible, are actively evaluating the self sufficiency of each District. This process includes budget reviews and meetings on current and future infrastructure needs. It has become evident early in this process that seven to nine Districts will need rate adjustments (if approved in accordance with the provisions of Proposition 218) or adjustments in service levels in FY 2014-15. In addition, the department has applied for funding from the Safe Drinking Water State Revolving Fund for systems that meet the grant requisites and expects approval for planning and development for potential consolidation of some qualifying potable water systems and facilities.

On November 10, 2009, your Board confirmed the implementation of the Policy on Minimum Reserve Levels for water and sewer districts administered by the County. The purpose of these reserves was to increase the District's respective ability to address unforeseen equipment failures and avoid imposing emergency measures on a community. Due to the respective age of many of these Districts, some have experienced unforeseen equipment failures and operational costs that continually tax the reserves. As a result of these failures and rising operational costs, many of the districts have not been able to sustain a cash balance that would allow for long term capital replacement of aging infrastructure. As infrastructure ages, repair costs increase along with the risk of significant unforeseen infrastructure failures. To ensure the viability of these Districts, best management practices would indicate that each District should prepare an Infrastructure Replacement Study and adjust their respective service rates to adequately accomplish the timely maintenance and replacement of aging components. This continues to be a difficult proposition as the recognition of a long term district infrastructure replacement strategy and related costs are not well received by the residents in consideration of the resulting increased rates. Consequently, the risk of significant system failures continues to rise and the resulting dissatisfaction of the district residents increases with each failure event. One metric of this evolving liability is that, it is estimated that the replacement cost of the existing water/sewer systems is well over \$125,000,000 and the current total reserves held for those Districts is about \$3,897,000. Currently, 16 (59%) out of the 27 water, wastewater and park Districts do not currently maintain the minimum reserves levels required by County policy.

Staff will continue to work with the CACs and District residents in an effort to move toward implementation of effective capital replacement strategies and funding.

PW&P - SPECIAL DISTRICTS ADMIN - 9140

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2292	Staff Analyst II	1774	3	3	\$ 141,805
2293	Staff Analyst III	2048	1	1	67,334
2297	Principal Staff Analyst	E	1	1	80,231
5318	Water/Wastewater Specialist I	1601	1	1	43,561
5319	Water/Wastewater Specialist II	1737	3	3	171,304
5320	Supervising Water/Wastewater Specialist	2165	1	1	71,204
5321	Water/Wastewater Specialist III	1885	3	3	181,963
5322	Water/Wastewater Technician	1313	<u>3</u>	<u>3</u>	<u>125,534</u>
Subtotal			16	16	\$ 882,937
TOTAL REGULAR SALARIES					\$ 882,937

Local Agency Formation Commission - Support -- 4371

**LAFCO - Support
BUDGET 4371
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 179,494	\$ 184,190	\$ 196,460	\$ 12,270	7%
Other Charges	216,532	220,743	197,805	(22,938)	-10%
Total Appropriations	\$ 396,026	\$ 404,933	\$ 394,265	\$ (10,668)	-3%
<u>Revenues</u>					
Charges For Services	\$ 172,595	\$ 184,190	\$ 196,460	\$ 12,270	7%
Total Revenues	\$ 172,595	\$ 184,190	\$ 196,460	\$ 12,270	7%
<u>Net County Cost</u>	\$ 223,431	\$ 220,743	\$ 197,805	\$ (22,938)	-10%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	2	2	2	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

LAFCO – 4371

FUNCTION

This budget appropriates funds for Fresno County's contribution to the Local Agency Formation Commission (LAFCo) under the provisions of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Act). 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 the Third Amended and Restated Professional Services Agreement approved March 2, 2010, the County also provides limited staffing and support services to LAFCo on a contract basis.

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. Additionally, LAFCo is responsible for performing municipal service reviews for all 15 cities and 120 special districts in Fresno County. Although the function is required by State law, the level of review is at the discretion of the Commission.

OVERVIEW

The FY 2014-15 Recommended Budget of \$394,265 reflects a 3% (\$10,668) decrease from the FY 2013-14 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 the Act. The Executive Officer is being compensated directly by LAFCo and is not a County employee. No salary savings were utilized in the calculation of Salaries and Benefits.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

LAFCo is considering a change in staffing from using County personnel to a model that utilizes staff employed directly by LAFCo. This is further explained in the Pending Factors section.

Salaries and Benefits

- Salaries and Benefits, recommended at \$196,460, represent a 7% (\$12,270) increase over the current year primarily due to the increase in retirement and health insurance costs. Staffing is recommended at two positions, no change from the current year.

Other Charges

- Other Charges of \$197,805 represent the County's contribution to LAFCo under the provisions of the Act.

Recommended funding includes:

- The County contribution to LAFCo of \$197,805 is a decrease of 10% (\$22,938) from the current year.

SUMMARY OF REVENUES

- Revenues are recommended at \$196,460, a 7% (\$12,270) increase over the current year adopted budget, which is primarily due to an increase in Salaries and Benefits.

Local Agency Formation Commission - Support -- 4371

- Charges for Services (\$196,460) – Recommended at a 7% (\$12,270) increase over current year representing reimbursement from LAFCo for salary and benefit costs in accordance with the Professional Services Agreement between LAFCo and the County.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Charges for Services			
4914 – LAFCo Fees	184,190	184,190	196,460
Total	\$ 184,190	\$ 184,190	\$ 196,460
Total Revenues	\$ 184,190	\$ 184,190	\$ 196,460

PENDING FACTORS

LAFCo has indicated a change in direction with respect to staffing the organization. As of the preparation of this budget, LAFCo had not adopted their final budget and proposed staffing changes. As such, this budget is presented under the current arrangements. Updates will be provided to your Board during the budget hearings. Should the proposed changes be adopted by the Commission, staff will return to your Board to address the necessary changes in appropriations and revenues when the first quarter budget status report is presented.

LOCAL AGENCY FORMATION COMMISSION SUPPORT - 4371

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
2331	LAFCo Administrative Services Assistant	1845	1	1	\$ 60,780
3627	LAFCo Technician II	1365	<u>1</u>	<u>1</u>	<u>44,968</u>
Subtotal			2	2	\$ 105,748
TOTAL REGULAR SALARIES					\$ 105,748

Librarian -- 7515

**Librarian
BUDGET 7515
General Fund**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 202,691	\$ 206,266	\$ 220,959	\$ 14,693	7%
Services and Supplies	716	660	679	19	3%
Other Financing Uses	<u>101,560</u>	<u>103,899</u>	<u>105,042</u>	<u>1,143</u>	1%
Total Appropriations	\$ 304,967	\$ 310,825	\$ 326,680	\$ 15,855	5%
<u>Revenues</u>					
<u>Net County Cost</u>	\$ 304,967	\$ 310,825	\$ 326,680	\$ 15,855	5%
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	1	1	1	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

LIBRARIAN – 7515

FUNCTION

The Librarian budget includes the salary and benefits cost of the County Librarian and the mandated annual County General Fund Maintenance-of-Effort (MOE) contribution (\$105,042) to the Library as required by the Measure B Ordinance. The County Librarian also serves as the Secretary to the County Historical Landmarks and Records Advisory Commission.

OVERVIEW

The FY 2014-15 Recommended Budget of \$326,680 represents a 5% (\$15,855) increase in net County cost over the FY 2013-14 Adopted Budget. Staffing is recommended at the FY 2013-14 level of one position. No salary savings were used in calculating the recommended budget, as the County Librarian is the only position in this budget. There are no revenues in this budget because these expenditures are only those that are mandated to be covered by general fund dollars and cannot be funded by Measure B funds or other Library revenues.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits recommended at \$220,959 represent a 7% (\$14,693) increase over the current year budget, due to increases in both the Department Head salary and Retirement Contribution rate.

Recommended funding includes:

- Account 6100 Regular Salaries represent a 4% (\$5,429) increase over the current year adopted budget due to midyear salary adjustment.
- Account 6400 Retirement Contribution represents a 13% (\$8,618) increase over the current year based on increased salary and retirement rate.

Services and Supplies

- Services and Supplies recommended at \$679 represent a 3% increase over the current year recommended funding includes:
 - Account 7286 PeopleSoft Human Resources Charges represent a 3% (\$6) increase over the current year. The increase is due to increased rates provided by ISD based on actuals from the current year transactions.
 - Account 7287 PeopleSoft Financial Charges represent a 3% (\$13) increase over the current year primarily due to increased rates provided by ISD based on actuals from the current year transactions.

Other Financing Uses

- Other Financing Uses recommended at \$105,042 represent a 1% (\$1,143) increase over the current year budget due to the required annual adjustment to the mandated Measure B MOE contribution pursuant to the Consumer Price Index-Urban ending April 2013.
 - Account 7910 Operating Transfers Out the General Fund (MOE) contribution to the Library as required in the Measure B Ordinance 12-011. The transfer of the County contribution is recognized in the Library Budget Org 7511, account 5950, Operating Transfer In-General Fund.

Librarian -- 7515

LIBRARIAN - 7515

REGULAR SALARIES

BUDGETED POSITIONS

RECOMMENDED

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS CURRENT</u>	<u>RECOMMENDED</u>	<u>RECOMMENDED SALARIES</u>
8040	County Librarian	D	<u>1</u>	<u>1</u>	<u>\$ 121,678</u>
Subtotal			1	1	<u>\$ 121,678</u>
	Auto Allowance				<u>6,180</u>
TOTAL REGULAR SALARIES					\$ 127,858

Library - Measure B -- 7511

**Library-Measure B
BUDGET 7511
Fresno County Library-Measure B**

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 16,360,467	\$ 16,865,411	\$ 17,779,527	\$ 914,116	5%
Services and Supplies	7,792,772	9,811,749	9,888,092	76,343	1%
Other Charges	304,549	332,102	332,102	-	0%
Residual Equity Transfers(Out)	-	134,459	-	(134,459)	-100%
General Fixed Assets	120,043	437,296	88,551	(348,745)	-80%
Total Appropriations	\$ 24,577,831	\$ 27,581,017	\$ 28,088,272	\$ 507,255	2%
<u>Revenues</u>					
Taxes	\$ 23,142,479	\$ 23,106,500	\$ 24,144,615	\$ 1,038,115	4%
Rev From Use of Money & Prop	120,715	200,000	100,000	(100,000)	-50%
Intergovernment Revenues - St	154,880	162,067	145,774	(16,293)	-10%
Intergovernment Rev-Federal	5,000	1,000	-	(1,000)	-100%
Charges For Services	1,502,974	1,502,600	1,613,383	110,783	7%
Miscellaneous Revenues	225,487	63,000	130,920	67,920	108%
Other Financing Sources	101,560	103,899	105,042	1,143	1%
Intrafund Revenue	307,696	312,702	-	(312,702)	-100%
Total Revenues	\$ 25,560,790	\$ 25,451,768	\$ 26,239,734	\$ 787,966	3%
<u>Revenues (Over)/Under Expenditures</u>	\$ (982,959)	\$ 2,129,249	\$ 1,848,538	\$ (280,711)	-13%
(Decrease-Use of) Assigned Fund Balance	-	(2,129,249)	(1,848,538)	280,711	-13%
Increase Available Fund Balance	982,959	-	-	-	0%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	291	313	315	2	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

LIBRARY - MEASURE B – 7511

FUNCTION

The Fresno County Public Library is a special district, under the governance of the Board of Supervisors, which provides informational, cultural, and recreational services to the general public through 35 library outlets. The County Library Administration also serves as the fiscal agent for 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. Funding is primarily provided from two sources, special district property taxes and Measure “B” sales tax revenue. The Measure “B” Sales Tax Ordinance was initially passed by the voters in November 1998 and renewed in 2004 and 2012 and will expire March 31, 2029, if not renewed prior to that date.

OVERVIEW

The FY 2014-15 Recommended Budget of \$28,088,272 reflects a 2% (\$507,255) increase over the FY 2013-14 Adopted Budget due to the addition of positions and midyear salary adjustments. The FY 2014-15 Recommended Budget revenues of \$26,239,734 reflect a 3% (\$787,966) increase over the FY 2013-14 Adopted Budget. Assigned fund balance totaling \$1,848,538 is included to fund the FY 2014-15 Recommended Budget. Staffing is recommended at 315 positions, an increase of two positions over the current year. A 3% (\$300,375) salary savings has been used in calculating Regular Salaries (account 6100) in the recommended budget. The salary savings will result in a corresponding \$242,583 benefit savings for Retirement Contribution, OASDI/Medicare, and Health Insurance.

GOAL SETTING

FY 2014-15

Goal: Maintain Measure B promises made to the residents of Fresno County.

Performance Metric: Improvements to library programs and services and increase total system-wide service hours to at least 83,320.

Fiscal Goal

FY 2013-14

Goal: Maintain Measure B promises made to the residents of Fresno County including maintain or increase annual hours of public service (presently 72,696 hours).

Outcomes/Results: Service hours increased to 82,108 per year, an increase of 13%. This was due to the introduction of the new WoW! (Without Walls) Mobile Library which increased services hours by 160 hour per week (projected 8,320 on an annual basis). On April 1, 2014 the Board approved additional staffing to increase service hours at select branches to eliminate scheduling anomalies between branches (e.g. no longer closing during lunch). Efficiencies, including moving librarians into work commensurate with their educational backgrounds and salaries were achieved as a result.

Operational Goal

FY 2013-14

Optimize service delivery to the residents of Fresno County, including:

Goal: Increasing the circulation of library materials.

Outcomes/Results: Year-to-date circulation increased by 2.6% in FY 2013-14.

Goal: Improving and/or maintaining library facilities to ensure the community has a safe and welcoming environment that meets their information and recreation needs.

Outcomes/Results: In the current fiscal year various renovations/upgrades were completed in many branches. The list below is a representation of work done throughout the County to improve library facilities.

1. Auberry - Plumbing repairs and lighting upgrades.
2. Bear Mountain - Lighting upgrades.
3. Caruthers - Roof repairs, landscape improvements.
4. Cedar Clinton - Internal and external lighting improvements, roof repair, implementation of the new Early Learning Center with grant funding.
5. Central - Relocated Literacy Services to the 1st Floor to increase visibility of the service; renovated the San Joaquin Valley Heritage & Genealogy Center; upgraded HVAC Units; exterior lighting improvements.
6. Clovis - New plumbing, interior lighting upgrades and shelving anchored to meet seismic code.
7. Easton - HVAC system replaced.
8. Fig Garden - Plumbing repairs, interior lighting upgrades, modernized children's area and addition of an Early Learning Center.
9. Firebaugh - Mini renovation with removal of old dated furniture, paint, new teen space, updated children's space, and roof repair.
10. Fowler - New shelving for Friends book storage, upgraded landscaping, installed patio shade cover.
11. Gillis - Roof repairs, added flat panel television in the Teen Space for youth to play videogames.
12. Laton - Landscape repairs, passenger lift repairs.
13. Mendota - Repairs to fire suppression system and entry doors, landscape improvements.
14. Mosqueda - HVAC repairs and security camera system upgrades.
15. Orange Cove - Interior and exterior painting, lighting replacement, plumbing repairs.
16. Parlier - Exterior painting, weekly graffiti removal, exterior lighting repairs.
17. Piedra - Door lock repairs, removal of surplus furnishings to improve space utilization.
18. Pinedale - Interior lighting repair, door lock repair.
19. Politi - Vandalism repair, installation of the "Juice Bar," a table with outlets for the public to charge mobile devices.
20. Reedley - Upgraded technologies and electrical to improve staff efficiency, renovation of circulation desk, installation of the "Juice Bar," removal of surplus furnishings to improve space utilization.
21. Riverdale - Removal of surplus furnishings to improve space utilization.
22. Sanger - Removal of surplus furnishings to improve space utilization, improved staff workflow.
23. San Joaquin - Landscape improvements.
24. Selma - Termite fumigation, siding replacement, landscape and parking lot improvements.
25. Shaver Lake - Removal of surplus furnishings to improve space utilization.

Library - Measure B -- 7511

26. Sierra Vista - Opening of a new branch service, utilizing book kiosk.
27. Sunnyside - Opened LEAP (Learn, Enrich, Achieve, Play) Center for kids to provide custom services to children with special needs, upgraded HVAC, interior painting, removed surplus furnishings to improve space utilization.
28. West Fresno - Implementation of the new Early Learning Center.
29. Woodward - Interior and exterior paint, patio shade cover.

Departmental Goal

FY 2013-14

Fresno County Public Library's mission is to enrich lives and build community. The Library will meet its mission by implementing programs and services through its Strategic Directions. Specifically:

- Support Educational and Learning Opportunities by:
Goal: Implementing a new PAL (Play And Learn) - Around Center for children with special needs.
Outcomes/Results: LEAP (Learn, Enrich, Achieve, Play) Center opened on March 1, 2014. PAL-Around Center was the original program name on the funding grant; when implemented in Fresno County the LEAP Center program name was selected.
- Foster Community Connections by:
Goal: Implementing the Without Walls (WoW!) Mobile Library to deliver services directly to people in the community.
Outcomes/Results: Seven librarians trained, 600 contacts made, 100 research reports created (data calculated on actual data for July-January, and projected data for February to June 30, 2014).
- Expand and Integrate Technology by:
Goal: Implementing new website, both internally and externally.
Outcomes/Results: Due to shifting priorities, this project was put on hold and will be resumed in FY 2014-15.
- Increase Public Awareness and Support by:
Goal: Working to establish Friends of the Library (FoL) chapters for libraries that do not have such a support organization.
Outcomes/Results: Although efforts were made, no additional FoL chapters were created in the current fiscal year.
- Improve Our Organizational Culture by:
Goal: Restructuring the Library to accommodate the new Without Walls (WoW!) Mobile Library.
Outcomes/Results: The implementation of the WoW! Library began in January 2014 with the training of librarians moved to this new service and the hiring of new librarians and library assistants to back-fill in branches. Seven librarians were transferred to the WoW! Library full-time during FY 2013-14.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits recommended at \$17,779,527 represent a 5% (\$914,116) increase over the current year budget. The increase is primarily due to an increase in staff, retirement rates and County

Library - Measure B -- 7511

Health Insurance contributions. Staffing is recommended at 315 positions, an increase of 2 positions over the current fiscal year.

Recommended funding includes:

- Account 6100 Regular Salaries recommended at \$9,712,113 represent a 3% (\$310,692) increase over the current year primarily due to the additional staff for the WoW! program staff added after the adoption of the current year budget and two additional staff recommended for FY 2014-15.
- Account 6200 Extra-Help recommended at \$21,964 represents a 56% (\$28,036) decrease from the current year due to adjustments to reflect current extra-help usage and the plan for permanent positions. The positions are currently vacant but permanent recruitments have been difficult to achieve since many are located in the remote mountain areas of the County.
- Account 6350 Unemployment Insurance represents a 49% (\$19,487) decrease from the current year due to decreased rates provided by Risk Management that factors departmental claim history experience.
- Account 6400 Retirement Contribution represents a 11% (\$546,605) increase over the current year due to an increase in rates and increased staffing.
- Account 6550 Workers' Compensation Contribution represents a 8% (\$20,837) decrease from the current year due to decreased rates provided by Risk Management that factors departmental claim history experience.
- Account 6600 Health Insurance Contribution represents a 9% (\$105,944) increase over the current year due to the increase in staffing and an increase in County contribution.

Services and Supplies

- Services and Supplies recommended at \$9,888,092 represent a 1% (\$76,343) increase over the current year budget.

Recommended funding includes:

- Account 7040 Telephone Charges represent an 88% (\$112,404) increase over the current year due to funding WiFi services for all libraries and WiFi Hotspots for the new WoW! Mobile Library.
- Account 7101 Liability Insurance represents a 501% (\$29,184) increase over the current year due to increased rates provided by Risk Management that factors departmental actual experience.
- Account 7175 Insurance Other represents a 38% (\$17,520) increase over the current year due to increased rates provided by Risk Management that factors departmental actual experience.
- Account 7220 Maintenance Buildings and Grounds represent a 21% (\$152,884) decrease from the current year primarily due to reprioritizing projects and the availability of Facilities and Maintenance staff to attend to these projects.
- Account 7385 Small Tools & Instruments represent a 66% (\$311,309) decrease from the current year primarily due to a decrease in major purchases such as divisional furniture.
- Account 7400 Special Departmental Expense represents a 201% (\$356,876) increase over the current year primarily due to the merging of two divisions and the budgeting of library materials preparation supplies in account 7406 for FY 2014-15.
- Account 7406 Library Materials represent a 7% (\$183,760) increase over the current year due to the increase in the Library Materials budget to meet Measure B promises and keep up with national and state recommended budget levels for library materials as well as fund the materials available in the new Book Kiosk located at Sierra Vista Mall in Clovis.

Other Charges

- Other Charges, recommended at \$332,102 remain at the same level as the current year adopted budget.

Recommended funding includes:

- Account 7887 Capital Leases Buildings projected to remain at same levels as current year. Capital lease payments are for the Cedar-Clinton, Kingsburg, Sunnyside, and Riverdale libraries.

Fixed Assets

Fixed Assets recommended at \$88,551 represent an 80% (\$348,745) decrease from the current year budget.

- (1) Main Entry Doors \$40,000 Replacement-Central Library
- (1) Scanner with Add On \$11,810 New-Heritage Room
- (1) Disc Repair Machine \$6,241 New-Mending Room
- (1) Sound System \$5,500 New-Central Library
- (1) High Volume Copier/Printer \$25,000 New-Duplicating Room

SUMMARY OF REVENUES

- Revenues are recommended at \$26,239,734 a 3% (\$787,966) increase over the current year budget. This increase is primarily due to projected increases in Property Tax and Measure B Sales revenue. Significant changes by specific revenue source include:
 - Account 3010 Property Taxes-Current, Secured represents a 6% (\$457,000) increase over the current year budget based on the Auditor-Controller/Treasurer-Tax Collector's (AC/TTC) projected increase of 0.4% over the current year actual collections.
 - Account 3015 Property Taxes-Current Unsecured represent a 38% (\$110,000) increase over the current year budget based on actual revenue received during the last three years.
 - Account 3042 Measure 'B' Sales Tax represents a 3% (\$439,000) increase over the current year based on Auditor-Controller's projected increase of 1% over the current year actual receipts.
 - Account 3380 Interest represents a 50% (\$100,000) decrease from the current year based on actual revenue received during the past two fiscal years.
 - Account 5039 Service to Other Agencies represents a 7% (\$75,783) increase over the current year primarily due to increase in labor provided to SJVLS.
 - Account 5050 Library Services represent an 8% (\$35,000) increase over the current year due to the increase in fines from past due notices, lost materials and printing charges. Increased circulation yields increase in fines.
 - Account 5791 Miscellaneous Sales-Taxable represents a 419% (\$67,000) increase over the current year due to the increase in actual revenue receipts over the last three fiscal years resulting from the sale of Fresno County Library used books by Better World Books.
 - Account 5990 Intrafund Transfers represent a 100% (\$312,702) decrease from the current year due to the elimination of employees being budgeted under separate Orgs. All employees, with the exception of the County Librarian, are now budgeted under Budget Org 7511.
 - Applied Assigned Fund Balance of \$1,848,538, (Measure B funds held in a Special Revenue Fund) represents a 13% (\$280,711) decrease from the current year due to current year expenditures that were less than budgeted appropriations and an increase in projected FY

Library - Measure B -- 7511

2014-15 revenues.

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
3006 - Redev Tax Increm Reimb	425,000	425,000	433,500
3008 - Supp-Prior Secured	0	3,575	3,575
3009 - Supp-Current Unsecured	3,500	300	300
3010 - Prop Taxes-Current Secured	7,856,000	8,280,184	8,313,000
3011 - Supp-Current Secured	30,000	30,000	30,000
3013 - Supp-Current Secured Prior	0	200	200
3015 - Prop Taxes-Current Unsecured	290,000	290,000	400,000
3017 - Prop Taxes-Current Unsec Prior	0	22,440	22,440
3042 - Measure 'B' Sales Tax	14,502,000	14,793,198	14,941,000
3047 - Timber Yield Taxes	0	650	600
Total	\$ 23,106,500	\$ 23,845,547	\$ 24,144,615
Acct # - Revenue from the Use of Money			
3380 - Interest	200,000	132,992	100,000
Total	\$ 200,000	\$ 132,992	\$ 100,000
Acct # - Intergovernment Revenues – State			
3565 - State I/L Homeowners Prop	116,000	116,000	116,000
3575 - State Other	46,067	10,000	29,774
Total	\$ 162,067	\$ 126,000	\$ 145,774
Acct # - Intergovernment Revenues – Federal			
4369 - Federal In-Lieu Housing	1,000	0	0
Total	\$ 1,000	\$ 0	\$ 0
Acct # - Charges for Services			
5039 - Service To Other Agencies	1,087,600	1,008,923	1,163,383
5050 - Library Services	415,000	415,000	450,000
-			
Total	\$ 1,502,600	\$ 1,423,923	\$ 1,613,383
Acct # - Miscellaneous Revenues			
5789 - Non-Taxable Sales	46,000	46,000	46,920
5791 - Mis Sales-Taxable	16,000	83,000	83,000
5800 - Other Miscellaneous	1,000	1,000	1,000
Total	\$ 63,000	\$ 130,000	\$ 130,920
Acct # - Residual Equity Transfer (In)			
5950 - Oper Trfs In - General Fund	103,899	103,899	105,042
Total	\$ 103,899	\$ 103,899	\$ 105,042
Acct # - Intrafund			
5990 - Intrafund Transfers	312,702	273,173	0
Total	\$ 312,702	\$ 273,173	\$ 0
Total Revenues	\$ 25,451,768	\$ 26,035,534	\$ 26,239,734

Library - Measure B -- 7511

LIBRARY - MEASURE B - 7511**REGULAR SALARIES****BUDGETED POSITIONS****RECOMMENDED**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
251	Associate County Librarian	E	1	1	\$ 90,906
1151	Graphic Arts Technician I (PT)	1121	1	1	15,009
1152	Graphic Arts Technician II	1253	1	1	41,231
2110	Librarian I	1568	14	14	594,281
2120	Library Assistant I	927	12	12	338,915
2120	Library Assistant I (PT)	927	41	41	543,390
2121	Library Assistant II	1028	52	52	1,782,221
2121	Library Assistant II (PT)	1028	6	6	109,745
2145	Library Aide	685	4	4	91,454
2145	Library Aide (PT)	685	57	57	606,434
2150	Principal Librarian	E	4	4	300,463
2151	Library Program Manager	F	1	1	75,116
2155	Librarian III	1967	8	8	517,360
2156	Supervising Librarian	2045	8	8	536,518
2160	Librarian II	1728	16	16	933,075
2166	Senior Library Assistant	1112	27	27	1,000,143
2167	Supervising Library Assistant	1229	4	4	164,117
2175	Literacy Coordinator	1933	1	1	55,087
2180	Library Facilities Coordinator	2188	1	1	72,000
2185	San Joaquin Valley Library System Administrator	E	1	1	82,633
2286	Library Business Manager	E	1	1	76,577
2290	Volunteer Services Coordinator	1534	1	1	50,477
2292	Staff Analyst II	1774	2	2	115,764
2293	Staff Analyst III	2048	3	3	202,919
3037	Driver	898	6	6	175,652
3037	Driver (PT)	898	1	1	24,012
3080	Office Assistant III	1049	1	1	35,026
3166	Administrative Secretary - Conf.	1438	1	1	47,998
3203	Account Clerk I	889	2	2	53,938
3236	Supervising Account Clerk I - Conf.	1294	1	1	43,196
3260	Account Clerk III	1106	1	1	36,958
3621	Program Technician II	1393	1	1	38,680
3700	Information Technology Support Technician I (PT)	877	1	1	19,390
3701	Information Technology Support Technician II	1011	4	4	133,888
3704	Information Technology Analyst I	1489	1	1	46,939
3706	Information Technology Analyst III	1932	1	1	58,002
3709	Network Systems Engineer I	1489	2	2	93,621
3712	Network Systems Engineer IV	2302	1	1	67,064
3713	Senior Network Systems Engineer	2622	1	1	84,589
5050	Maintenance Janitor	883	13	13	372,523
5050	Maintenance Janitor (PT)	883	2	3	36,247
5055	Janitor (PT)	857	1	1	19,544
5215	Parks Groundskeeper I	840	1	1	23,297
5215	Parks Groundskeeper I (PT)	840	0	1	11,285
5221	Parks Groundskeeper III	1099	1	1	36,335
5222	Library Maintenance Supervisor	1757	1	1	48,347
5315	Maintenance Carpenter	1558	1	1	51,933
5325	Maintenance Painter	1449	1	1	44,941
Subtotal			313	315	\$ 9,999,236
Bilingual Skill Pay					13,253
Less Salary Savings (3%)					(300,375)
TOTAL REGULAR SALARIES					\$ 9,712,113

RECOMMENDED POSITIONS TO ADD (Effective July 21, 2014)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
5050	Maintenance Janitor (PT)	883	1	\$ 22,661
5215	Parks Groundskeeper I (PT)	840	1	21,759
Cost of Adding Positions			2	\$ 44,420

Library - Grants -- 7517

Library Grants BUDGET 7517 Special Revenue Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 49,796	\$ 261,355	\$ 287,073	\$ 25,718	10%
Total Appropriations	\$ 49,796	\$ 261,355	\$ 287,073	\$ 25,718	10%
<u>Revenues</u>					
Intergovernment Rev-Federal	\$ 39,951	\$ -	\$ 15,000	\$ 15,000	100%
Miscellaneous Revenues	14,688	261,355	272,073	10,718	4%
Total Revenues	\$ 54,639	\$ 261,355	\$ 287,073	\$ 25,718	10%
<u>Revenues (Over)/Under Expenditures</u>	\$ (4,843)	\$ -	\$ -	\$ -	0%
Increase Available Fund Balance	4,843	-	-	-	0%
<u>Budgetary Balance</u>	\$ -	\$ -	\$ -	\$ -	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

LIBRARY–GRANTS – 7517

FUNCTION

The Library Grants budget provides for the acquisition of Library materials, supplies, furniture, and equipment funded by private donations received by the Library and grants from other governmental institutions including federal, state and local government.

OVERVIEW

The FY 2014-15 Recommended Budget of \$287,073 represents a 10% (\$25,718) increase over the FY 2013-14. This budget is for Services and Supplies only, and does not include staff costs. There is no net County cost associated with this budget.

SUMMARY OF CAO RECOMMENDATIONS

Services and Supplies

- Services and Supplies recommended at \$287,073 represent a 10% (\$25,718) increase over the FY 2013-14 Adopted Budget primarily due to the additional programming planned associated with the National Endowment for the Humanities, “California Reads Public Library Grants”.

Recommended funding includes:

- Account 7040 Telephone Charges of \$21,318 represent a 100% increase over the current year primarily due to Wi-Fi service to be installed at various library branches throughout the County.
- Account 7295 Professional & Specialized Services represent a 389% (\$23,500) increase over the current year primarily due to a planned web redesign and additional entertainers for the California Reads grant.
- Account 7385 Small Tools & Instruments represent a 25% (\$38,100) decrease from the current year primarily due to a decrease in furniture and equipment requests from library branches.
- Account 7400 Special Departmental Expense represents a 190% (\$19,000) increase over the current year primarily due to the programming associated with the California Reads grant.

SUMMARY OF REVENUES

- Revenues are recommended at \$287,073 represent a 10% (\$25,718) increase from FY 2013-14 Adopted Budget
 - Account 5800 Other Miscellaneous Revenues (\$272,073) represent a 4% (\$10,718) increase over the current year due to increased projects funded by donations to the Library.
 - Account 4380 Intergovernmental Revenues-Federal (\$15,000) represents a 100% increase over the current year due to the receipt of the National Endowment for the Humanities, “California Reads Public Library Grants”.

Library - Grants -- 7517

Revenues	FY 2013-14 Adopted	FY 2013-14 Estimated Actual	FY 2014-15 Recommended
Acct # - Intergovernment Revenues – Federal			
4380 – Federal Other	0	0	15,000
Total	\$ 0	\$ 0	\$ 15,000
Acct # - Miscellaneous Revenues			
5800 - Miscellaneous	261,355	247,655	272,073
Total	\$ 261,355	\$ 247,655	\$ 272,073
Total Revenues	\$ 261,355	\$ 247,655	\$ 287,073

Library - Measure B - Capital Improvements -- 7530

Library-Measure B-Capital Impr BUDGET 7530 Special Revenue Fund

	Actual** 2012-13	Adopted 2013-14	Recommended 2014-15	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
General Fixed Assets	\$ 14,727	\$ 1,662,500	\$ 705,000	\$ (957,500)	-58%
Total Appropriations	\$ 14,727	\$ 1,662,500	\$ 705,000	\$ (957,500)	-58%
<u>Revenues</u>					
Taxes	\$ 28,500	\$ -	\$ -	\$ -	0%
Intergovernment Revenues - St	122,018	-	-	-	0%
Miscellaneous Revenues	13,733	-	-	-	0%
Total Revenues	\$ 164,251	\$ -	\$ -	\$ -	0%
<u>Revenues (Over)/Under Expenditures</u>	\$ (149,524)	\$ 1,662,500	\$ 705,000	\$ (957,500)	-58%
Decrease (i.e. Use of) Fund Balance		(1,662,500)	(705,000)	957,500	-58%
Increase Available Fund Balance	149,524				0%
tion for: Capital Projects	-	-	-	-	0%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ -	
	Budgeted 2012-13	Current 2013-14	Recommended 2014-15	Increase/ (Decrease)	
Position Summary	-	-	-	-	

** The column labeled Actual 2012-13 includes expenditures incurred against FY 2012-13 appropriations from July 1, 2012 through December 31, 2013.

LIBRARY – MEASURE B – CAPITAL IMPROVEMENTS - 7530

FUNCTION

This budget accounts for the construction of new Library capital facilities, improvements, and expansion of existing capital facilities included as part of the Measure B Library Tax Ordinance service plan.

OVERVIEW

The FY 2014-15 Recommended Budget of \$705,000 represents a 58% (\$957,500) decrease from the FY 2013-14 Adopted Budget. Assigned fund balance totaling \$705,000 is included to balance the FY 2014-15 Recommended Budget. There is no net County cost associated with this budget.

SUMMARY OF CAO RECOMMENDATIONS

Fixed Assets

- Buildings & Improvements recommended at \$705,000 represents a 58% (\$957,500) decrease from the current year adopted budget primarily due to the fact that the current year appropriations for the purchase of a new Library Headquarters Building are not included in the FY 2014-15 Recommended Budget.

Recommended funding includes:

Library Headquarters Building Remodel\$560,000

Remodel the new Library Headquarters building, once a site is located.

Security Cameras\$125,000

Improve security and safety in all library branches. Replacement will be in stages and four branches will be completed in FY 2014-15.

Seismic Anchoring\$ 20,000

Improve safety in all library branches. Installation will be in stages and three branches will be completed in FY 2014-15.

SUMMARY OF REVENUES

- No revenues are recommended in the FY 2014-15 budget. The proposed capital projects will be fully funded with Assigned Fund Balance (\$705,000), revenues that have been accumulated through Measure B Library funding over past fiscal years and held in trust for capital improvements.