

COUNTY OF FRESNO

2012-2013 PROPOSED BUDGET



RECOMMENDED BY

THE COUNTY ADMINISTRATIVE OFFICE

County of Fresno 2012-2013 Proposed Budget

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County of Fresno
COUNTY ADMINISTRATIVE OFFICE
JOHN NAVARRETTE
COUNTY ADMINISTRATIVE OFFICER

May 25, 2012

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

Dear Board of Supervisors Members:

Your Board took the actions necessary during FY 2011-12 to prepare this County for the fiscal challenges ahead and with the assistance of department heads and line staff alike, those challenges were met in a manner that prepares us to move forward into FY 2012-13 with renewed goals for addressing future needs. The new tier in the retirement program is in place for all prospective new employees; salary negotiations have accomplished wage reductions and language clean up necessary to return business decisions back to Board control; vacant properties have been converted into cash deposited into the General Reserve; and allocations of discretionary revenues to County departments are beginning to inch upwards.

FY 2011-12 Actions that Impact the FY 2012-13 Budget Process

Labor negotiations were still underway for most bargaining units when the FY 2011-12 budget was in development. The budget instructions provided direction to assume reductions deemed necessary to preserve essential positions from potential layoffs due to funding shortfalls. The County adopted an on-time, balanced budget in June 2011. As the year progressed, your Board reached agreement with 16 bargaining units, as well as addressing senior management, department heads and unrepresented employees. Unilateral implementation was imposed upon the remaining eight bargaining units to accomplish the necessary reductions, while maintaining basic County services. These reductions have allowed your departments to function throughout the year within the adopted budget appropriations.

The County's participation in the San Joaquin Valley Insurance Authority (SJVIA) has produced greater than projected savings over prior stand-alone plans, which was evident in much lower healthcare rate increases in FY 2011-12. The SJVIA has allowed the County to enjoy considerably lower administrative costs and less volatility in the rates while at the same time adding additional proactive wellness and disease management programs.

Your Board's 2011 revision of the Risk Funding Policy to a lower confidence level, as well as your authorization to re-amortize the Workers' Compensation Program deficit over a new ten year period beginning with FY 2011-12, resulted in decreased workers' compensation and general liability rates to departments beginning with FY 2011-12.

BOARD OF SUPERVISORS

May 25, 2012

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Fiscal Year 2011-12 was a year of unprecedented changes in the County's relationship to the State in funding public safety services. The Public Safety Realignment Act of 2011 came into effect after the adoption of the County of Fresno FY 2011-12 Budget, and our departments worked vigorously, dedicating countless hours at both the State and local level, to ensure that this realignment served the local needs to the greatest extent possible within available funding. Consistent with the requirements of the enabling legislation (AB 109) on September 13, 2011 the Board approved the Community Corrections Partnership's 2011 Implementation Plan.

In addition to the \$500,000 your Board directed to the General Reserve during budget hearings, two additional deposits were made during the fiscal year illustrating your Board's commitment to build up the reserve and not to spend one-time dollars on ongoing operational costs. Over \$975,000, the proceeds from the sale of two underutilized properties, were added to the General Reserve bringing the current balance to \$11,423,004.

Three major capital projects were completed during FY 2011-12: the Tranquillity Branch Library, the Fresno County Regional Forensics Facility, and the energy conservation projects funded by an Energy Efficiency and Conservation Block Grant through the 2009 American Recovery and Reinvestment Act. All projects were completed on time and under budget with Tranquillity Branch library opening July 23, 2011 and the Forensics Facility being placed in operation in January 2012.

In January 2012 the Board was called upon to appoint a County Clerk to fill the term remaining following the retirement of an elected official and was successful in recruiting Brandi Orth, a current County of Fresno employee with 18 years of County experience. Under this new leadership the County is restoring polling places for the June primary within existing appropriations to ensure continued access for local constituents.

Acknowledgements

Special thanks to the appointed and elected department heads and their staff for their cooperation in developing this recommended budget. The Auditor-Controller/Treasurer-Tax Collector and Internal Services Departments are essential to the production and distribution of this budget material to the Board and the public. Analysts and support staff of the County Administrative Office have done a remarkable job of preparing and assembling the requested documents to provide transparency to the Board and the public as the County of Fresno does the business of adopting a balanced budget.

Budget Hearing Schedule

Budget Hearings on the FY 2012-13 Fresno County Proposed Budget will begin on Monday, June 11, 2012 at 9:00 a.m. in the Board Chambers, with Budget adoption tentatively scheduled for Friday, June 15, 2012.

Respectfully submitted,



JOHN NAVARRETTE
County Administrative Officer

SUMMARY OF FUNDS			
<u>REQUIREMENTS</u>	2011-12 Adopted	2012-13 Recommended	Increase/ (Decrease)
<u>General Fund</u>			
Administration and Fiscal	\$ 61,356,271	\$ 56,773,113	\$ (4,583,158)
Contingencies/Resv./Designations	1,250,000	2,020,468	770,468
Justice Services	312,607,880	326,465,803	13,857,923
Land Use and Development	51,541,530	47,912,194	(3,629,336)
Capital Projects	0	380,507	380,507
Human Services	821,943,670	804,178,516	(17,765,154)
Internal Services	4,630,412	3,998,731	(631,681)
TOTAL GENERAL FUND	\$ 1,253,329,763	\$ 1,241,729,332	\$ (11,600,431)
<u>Other Funds</u>			
Road	\$ 57,942,635	\$ 55,782,330	\$ (2,160,305)
Community Redevelopment	39,525	0	(39,525)
Emergency Medical Services	1,495,367	1,440,968	(54,399)
Library Funds	24,878,377	26,504,616	1,626,239
Internal Service Funds	180,988,151	186,298,545	5,310,394
Reserve/Designation	1,835,700	489,375	(1,346,325)
Health & Welfare Trust	116,823,390	155,001,075	38,177,685
Local Revenue Fund 2011	0	97,842,371	97,842,371
Debt Service	9,677,603	10,043,464	365,861
Enterprise Funds	27,456,666	23,942,038	(3,514,628)
Reserve/Designation	1,207,173	48,803	(1,158,370)
Other Miscellaneous	190,892	29,160	(161,732)
Designation	526	428	(98)
TOTAL OTHER FUNDS	\$ 422,536,005	\$ 557,423,173	\$ 134,887,168
TOTAL REQUIREMENTS	\$ 1,675,865,768	\$ 1,799,152,505	\$ 123,286,737
<u>AVAILABLE FINANCING</u>			
<u>Revenues</u>			
Taxes	\$ 230,679,426	\$ 233,170,968	\$ 2,491,542
Licenses, Permits, and Franchises	7,903,020	8,504,334	601,314
Fines, Forfeitures, and Penalties	10,539,966	8,294,294	(2,245,672)
Use of Money and Property	4,725,465	4,639,760	(85,705)
State Aid	426,717,563	327,793,922	(98,923,641)
Federal Aid	341,068,322	338,044,116	(3,024,206)
Other Gov't'l Aid	4,201,729	3,011,607	(1,190,122)
Charges for Services	125,287,131	81,162,569	(44,124,562)
Miscellaneous Revenues	23,712,842	16,789,461	(6,923,381)
Other Financing Sources	127,392,269	263,741,588	136,349,319
Intrafund Revenues	29,146,831	28,912,611	(234,220)
Realignment Trust Funds	116,823,390	155,001,075	38,177,685
Local Revenue Fund 2011	0	97,842,371	97,842,371
Enterprise Revenues	16,822,922	17,580,800	757,878
Internal Service Fund Revenues	177,595,284	181,861,385	4,266,101
TOTAL REVENUES	\$ 1,642,616,160	\$ 1,766,350,861	\$ 123,734,701
<u>Fund Balance</u>			
General Fund	\$ 8,205,417	\$ 14,056,774	\$ 5,851,357
Other Funds	25,044,191	18,744,870	(6,299,321)
TOTAL FUND BALANCE	\$ 33,249,608	\$ 32,801,644	\$ (447,964)
TOTAL FINANCING	\$ 1,675,865,768	\$ 1,799,152,505	\$ 123,286,737

RECOMMENDED PERMANENT STAFFING				
	CURRENT 2011-12	RECOMMENDED 2012-13	INCREASE/ (DECREASE)	
<u>GENERAL FUND</u>				
Administration & Fiscal Services	312	307	(5)	(2%)
Justice Services	2,088	2,105	17	1%
Land Use & Development Services	182	182	0	0%
Human Services	3,178	3,177	(1)	(0%)
Internal Services	35	35	0	0%
TOTAL GENERAL FUND	5,795	5,806	11	0%
<u>OTHER FUNDS</u>				
Road/Disposal Funds	255	255	0	0%
Library Funds	292	292	0	0%
Internal Services Funds	333	332	(1)	(0%)
TOTAL OTHER FUNDS	880	879	(1)	(0%)
<u>TOTAL ALL FUNDS</u>	<u>6,675</u>	<u>6,685</u>	<u>10</u>	<u>0%</u>

FINANCING OF NET COUNTY COST (NCC) BY SYSTEM IN MILLIONS					
	2011-12 ADOPTED NCC	2012-13 RECOMMENDED NCC	INCREASE/ (DECREASE)		
<u>SOURCES</u>					
<u>COUNTYWIDE REVENUES</u>					
COUNTYWIDE REVENUE	\$ 222.1	\$ 218.8	\$ (3.3)	(1%)	
REALIGNMENT VLF	37.7	25.4	(12.3)	(33%)	
TOTAL COUNTYWIDE REVENUES	\$ 259.8	\$ 244.2	\$ (15.6)	(6%)	
<u>FUND BALANCE/RESERVES/DESIGNATIONS</u>					
FUND BALANCE	\$ 8.2	\$ 14.1	\$ 5.9	72%	
TOTAL FUND BALANCE/RESERVES/DESIG.	\$ 8.2	\$ 14.1	\$ 5.9	72%	
TOTAL GENERAL FUND SOURCES TO FINANCE NET COUNTY COST	\$ 268.0	\$ 258.3	\$ (9.7)	(4%)	
<u>DISTRIBUTION</u>					
ADMINISTRATION & FISCAL	\$ 34.6	\$ 30.2	\$ (4.4)	(13%)	
CONTINGENCIES/RESV./DESIGNATIONS	1.2	2.0	0.8	100%	
JUSTICE SERVICES	138.7	149.2	10.5	8%	
LAND USE & DEVELOPMENT	5.4	6.0	0.6	11%	
HUMAN SERVICES SYSTEM	86.6	69.4	(17.2)	(20%)	
INTERNAL SERVICES	1.5	1.5	0.0	0%	
TOTAL DISTRIBUTION OF NET COUNTY COST	\$ 268.0	\$ 258.3	\$ (9.7)	(4%)	

PROPOSITION 172 BUDGETING AS DEPARTMENTAL REVENUE			
		ADOPTED FY 2011-12	RECOMMENDED FY 2012-13
Prop 172 Total Estimated		\$51,859,926	\$55,000,000
Sheriff	64%	\$33,190,353	\$35,200,000
District Attorney	11%	\$5,704,592	\$6,050,000
Probation	25%	\$12,964,981	\$13,750,000

PROPOSITION 172 REVENUES ARE BUDGETED AT A 6% INCREASE OVER CURRENT YEAR ADOPTED AMOUNTS

Sheriff BUDGET 3111 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 127,920,747	\$ 128,479,731	\$ 135,479,589	\$ 6,999,858	5%
Services and Supplies	21,504,941	24,362,407	26,193,869	1,831,462	8%
Other Charges	1,984,512	7,411	7,411	-	0%
General Fixed Assets	1,637,729	471,971	-	(471,971)	-100%
Total Appropriations	\$ 153,047,929	\$ 153,321,520	\$ 161,680,869	\$ 8,359,349	5%
<u>Revenues</u>					
Licenses, Permits & Franchises	\$ 141,254	\$ 94,000	\$ 139,235	\$ 45,235	48%
Fines, Forfeitures & Penalties	626,982	231,188	498,663	267,475	116%
Rev From Use of Money & Prop	5,383	-	-	-	-100%
Intergovernment Revenues - St	36,360,482	36,138,220	37,471,013	1,332,793	4%
Intergovernment Rev-Federal	4,102,685	8,547,711	3,074,895	(5,472,816)	-64%
Intergovernment Revenue-Other	244,441	1,424,995	123,207	(1,301,788)	-91%
Charges For Services	35,852,819	34,799,589	12,922,970	(21,876,619)	-63%
Miscellaneous Revenues	340,324	333,609	89,402	(244,207)	-73%
Other Financing Sources	-	-	29,788,060	29,788,060	100%
Intrafund Revenue	1,449,673	485,345	334,074	(151,271)	-31%
Total Revenues	\$ 79,124,042	\$ 82,054,657	\$ 84,441,519	\$ 2,386,862	3%
<u>Net County Cost</u>	\$ 73,923,886	\$ 71,266,863	\$ 77,239,350	\$ 5,972,487	8%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	968	998	998	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 finances these activities and includes Sheriff generated revenues from over 50 sources including booking revenue, inmate processing fees, Federal inmate housing charges, Public Safety realignment funding, contracts for law enforcement and Court security services, Public Safety sales tax (Proposition 172), and various service fees and grant funding.

OVERVIEW

The FY 2012-13 Recommended Budget of \$161,680,869, represents a 5%, (\$8,359,349) increase in appropriations over the FY 2011-12 Adopted Budget primarily due to full-year costs for two jail floors associated with the implementation of the Public Safety Realignment Act, Assembly Bill (AB) 109. The FY 2012-13 Recommended Budget reflects a 3% (\$2,386,862) increase in estimated revenue over FY 2011-12 primarily due to AB 109 funding and additional Proposition 172 revenue based on current year actual receipts, partially offset by a reduction in Court Security funding and Federal inmate housing revenue. A 3.4% (\$2,022,340) salary savings has been used in calculating Regular Salaries (Account 6100) in the recommended budget. A \$1,492,265 savings in combined related benefits has been calculated for Retirement, OASDI, and Health Insurance. Staffing is recommended at the current year level of 998 positions.

GOAL SETTING

Fiscal 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.

Operational Goal:

Detention:

- Process inmates through booking within 12 hours;
- Prioritize court ordered jail releases first, and
- Prioritize bail releases

Field Services:

- Calls for service will be dispatched within the following timelines:
 - Priority 1 = 3 minutes

- Priority 2 = 20 minutes
- Priority 3 = 4 hours
- Priority 4 = 4 hours
- Complete Felony suspect in-custody report by end of shift;
- Increase Field Interview Cards by 10%;
- Maintain a report return rate of 10% or less (current shift averages between 7%-14%);
- Reestablish and educate bureau on priority target crimes which are Ag crimes, gang activity, and crimes associated with methamphetamine and marijuana;
- Update Criminal Investigation Manual;
- Establish Bureau-wide Property/Robbery intelligence meetings and include partner agencies;
- Share intelligence with similar detective units throughout the County to increase case awareness and arrests;
- Improve interaction with patrol in regards to current crime trends and proactive enforcement in affected areas (Intelligence led policing);
- Implement strategic deployment based on crime mapping, and
- Establish a baseline for current level of consumed time for patrol. The intent is to evaluate the amount of time patrol deputies spend answering calls for service and to determine how much time can be reallocated to increased directed enforcement activity (in the past the target has been an average of 60% consumed time).

Detectives:

- Implement consistent Bureau-wide case assignment/case closure procedures;
- Improve the crime tracking mechanism for Part 1 and Part 2 crimes to develop more effective response strategies;
- Continue to target multiple acre marijuana grows which have been used as a source to traffic marijuana across the nation by vehicle and US Postal Service, as well as private delivery services, and
- Continue the effort towards 100% eradication and reclamation of all marijuana on public lands.

Departmental Goal:

- Update website
 - Make it more interactive for public use,
 - Provide public access to criminal activity information
- Improve/standardize methods for reporting of Uniform Crime Reporting (UCR) data

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

On October 1, 2011, the Public Safety Realignment Act (AB 109, Chapter 15, Statutes of 2011) was signed into law. This legislation transferred responsibility for housing/supervising specified inmates and parolees from the California Department of Corrections and Rehabilitation to counties. The recommended budget includes full-year AB 109 funding for two jail floors for the continued implementation of the realignment of specified inmates/parolees from the State to counties.

As part of the FY 2011-12 State Budget, the Legislature enacted a series of trailer bills that realigned approximately \$6.3 billion of programs from the State to Counties. The 2011 realignment includes various Public Safety and Social Services programs. Grant programs/services included in this Org that were affected by 2011 Realignment include the Local Law Enforcement Services Account (LLESA) programs of Citizens' Option for Public Safety (COPS) Front Line Law Enforcement and Detention, Booking Fees, Cal-MMET, and Rural Crime; and Trial Court Security. In addition, AB 109 programs are funded through the Local Community Corrections Account.

In 1992, your Board authorized a resolution implementing Section 9250.14 of the Vehicle Code which permitted Fresno County to add a \$1.00 assessment to vehicles registered with a Fresno County address. The funds can be used for programs which enhance the capacity of local police and prosecutors to deter, investigate and prosecute vehicle theft crimes. In 1992, your Board approved the use of the funds to address juvenile vehicle theft offenders in Fresno County by adding staffing capacity at Juvenile Hall by approximately 24 beds. Due to the spike in auto theft among adults, the recommended budget for Org 3111 includes \$705,000 to implement an auto theft program for adults (these funds were previously budgeted in Probation Org 3440). The program will include the funding of three jail beds for auto theft offenders; additional Deputy Sheriff time dedicated to the Help Eliminate Auto Theft (HEAT) team; and the addition of an electronic monitoring program for up to 40 auto theft clients, which will be monitored by the HEAT team.

Salaries and Benefits

- Salaries and Benefits, recommended at \$135,479,589, represent a 5% (\$6,999,858) increase over the current year primarily due to full-year funding for positions associated with AB 109 jail staffing, as well as the difference between budget instructions and actuals in the current year. Staffing is recommended at the current year level of 998 positions.

Recommended funding includes:

- Account 6100, Regular Salaries, represent a 1% (\$897,541) increase over the current year primarily due to full-year funding of AB 109 positions.
- Account 6300, Overtime, reflects a 10% (\$492,554) increase over the current year based on full-year costs for staffing two additional floors.
- Account 6400, Retirement, represents a 12% (\$5,072,751) increase over the current year primarily due to full-year costs of AB 109 positions and rates for FY 2012-13.
- Account 6600, Health Insurance, reflects a 3% (181,290) increase over the current year due to full-year costs of AB 109 positions.
- Account 6670, Benefits Administration, represents a 21% (\$24,292) increase over the current year based on rates for FY 2012-13.

Services and Supplies

- Services and Supplies, recommended at \$26,193,869, represent an 8% (\$1,831,462) increase over the current year primarily due to increases in fuel costs and full-year Food costs associated with the two additional floors.

Recommended funding includes:

- Account 7025, Clothing and Personal Supplies, represent a 30% (\$23,269) increase and Account 7055, Food represents a 26% (\$1,048,601) increase over the current year due to inmate costs associated with the opening of two additional floors.
- Account 7101, Liability Insurance, reflects an 11% (\$244,428) decrease from the current year based on FY 2012-13 rates and prior claim history.
- Account 7345, Facility Services Rent, represents a 10% (\$270,098) increase over the current

year primarily due to the budgeting of \$320,195 for deferred maintenance projects in the detention facilities (e.g., shower repairs, battery replacements) and potential additional costs associated with two additional floors.

- Account 7385, Small Tools and Instruments, reflect an 18% (\$56,240) increase over the current year due to the additional equipment required for the implementation of the auto theft program. This includes electronic monitoring tracking devices and computer equipment which will be offset with vehicle theft funds.
- Account 7400, Special Departmental Expense, represents a 1% (\$30,000) increase over the current year due to the need to replace some of the Security Emergency Response Team equipment and to replace computer equipment that is obsolete.
- Account 7410, Fuel, reflects a 49% (\$747,819) increase based on current year actual expenditures and the increase in the cost of fuel.
- Account 7430, Utilities, represent a 5% (\$167,402) decrease based on current year usage.

Other Charges

- Other Charges are recommended at the current year level of \$7,411, which includes \$500 for ambulance transportation from the field to the detention facility (all other ambulance costs are included in Account 7295, Professional and Specialized Services) and \$6,911 for charges to use the Internal Services Department lease agreement.

SUMMARY OF REVENUES

- Revenues are recommended at \$84,441,519, a net 3% (\$2,386,862) increase over the current year primarily due to an increase in Public Safety Proposition 172 sales tax and full-year AB 109 funding.
 - Licenses, Permits and Franchises (\$139,235) – Reflect a 48% (\$45,235) increase based on current year actual receipts from gun permits.
 - Fines, Forfeitures and Penalties (\$498,663) – Represent a 116% (\$267,475) increase in the allocation of Criminal Justice Temporary Construction funds.
 - Intergovernmental Revenues-State (\$37,471,013) – Reflects a 4% (\$1,332,793) increase primarily due to an estimated growth in Public Safety Proposition 172 sales tax revenue based on current year actual receipts, partially offset with a reallocation of Vehicle License Fee revenue to Other Financing Sources as part of 2011 Realignment.
 - Intergovernmental Revenues-Federal (\$3,074,895) – Represents a 64% (\$5,472,816) decrease primarily due to elimination of COPS Hiring Grant funding in the amount of \$4.5 million (the County was not successful in its grant application in the current year). Also reflected is a decrease in estimated funding from the State Criminal Alien Assistance Program (SCAAP) and the elimination of one-time American Recovery and Reinvestment Act grant funds and revenue from Homeland Security.
 - Intergovernmental Revenues-Other (\$123,207) – Reflects a 91% (\$1,301,788) decrease primarily due to recognizing Booking Fees revenue in Other Financing Sources for FY 2012-13 due to the State realignment of this revenue source in FY 2011-12 pursuant to AB 118 (Chapter 40, Statutes of 2011).
 - Charges for Services (\$12,922,970) – Represent a 63% (\$21,876,619) decrease primarily due to recognizing Court Security revenue (\$14,783,496) in Other Financing Sources for FY 2012-13 due to the state realignment of this revenue source in FY 2011-12 pursuant to AB 118 and the inclusion of state inmate housing revenue in the calculation of AB 109 funding allocations to counties. In addition, Federal inmate housing revenue was reduced from \$12.5 million to \$8.1

million for FY 2012-13 based on the average Federal inmate count during the current year (which reduced the budgeted target from 330 inmates per day to 214 inmates per day).

- Miscellaneous Revenues (\$89,402) – Reflect a 73% (\$244,207) decrease primarily due to a reduction in budgeted Sheriff trust fund revenue for one-time projects/expenses at this time.
- Other Financing Sources (\$29,788,060) – Represent a newly established Local Revenue Fund 2011 pursuant to AB 118 and includes revenue from the Trial Court Security Account; and Local Law Enforcement Services Account programs of Citizens' Option for Public Safety (COPS) Front Line Law Enforcement and Detention, Booking Fees, Cal-MMET, and Rural Crime. In addition, funding from the Local Community Corrections Account for AB 109 programs is also included in this category.
- Intrafund Revenue (\$334,074) – Reflects a 31% (\$151,271) decrease due to a reduction in estimated revenue from the Community Development Block Grant and the Off-Road Vehicle proram.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Licenses, Permits, & Franchises			
3193 – Guns, Explosive Fees	94,000	163,062	139,235
Total	\$ 94,000	\$ 163,062	\$ 139,235
Acct # - Fines, Forfeitures, & Penalties			
3308 – Criminal Justice Temporary Construction	231,188	231,188	498,663
3315 – Asset Forfeiture		387,522	0
Total	\$ 231,188	\$ 618,710	\$ 498,663
Acct # - Intergovernment Revenues – State			
3575 – Boating Grant	452,764	452,763	452,764
3575 – Prop 69	380,000	380,000	380,000
3575 – Off Highway Vehicle	0	0	46,668
3575 – STC	230,330	230,330	212,395
3575 – 911 Reimbursement	25,000	25,000	0
3575 – POST OT Reimbursement	88,000	88,000	88,000
3575 – VLF Revenue	1,275,000	0	0
3575 – Indian Gaming	496,774	631,774	378,310
3577 – DNA Coverdell Grant	0	0	7,876
3577 – Proposition 172	33,190,353	35,000,000	35,200,000
3575 – Auto Theft (HEAT) Funds	0	0	705,000
Total	\$ 36,138,221	\$ 36,807,867	\$ 37,471,013
Acct # - Intergovernment Revenues – Federal			
4375 – JAG Assistance	81,486	81,486	74,536
4375 – ICAC 09 Recovery	154,956	154,956	184,872
4375 – ICAC Continuation	293,890	293,890	296,329
4375 – ADA Recovery	129,001	129,001	0
4375 – Drug Suppression	497,654	497,654	393,871
4375 – Marijuana Suppression	0	0	136,370
4375 – Intellectual Property Enforcement	0	0	200,000
4375 – COPS Technology	418,143	418,143	472,714
4375 – DCESP	100,000	100,000	90,000
4380 – HIDTA	546,538	546,538	516,753
4380 – SCAAP	850,000	513,459	149,759
4380 – DNA Backlog Reduction	60,000	60,000	68,685
4380 – COPS Child Sexual Predator	454,713	454,713	491,006
4380 – Homeland Security	401,971	401,971	0
4375 – COPS Hiring	4,559,359	0	0
Total	\$ 8,547,711	\$ 3,651,811	\$ 3,074,895

Acct # -Intergovernment Revenues – Other			
4841 – Cal-ID RAN	149,995	149,995	123,207
4841 – Booking Fees	1,275,000	0	0
Total	\$ 1,424,995	\$ 149,995	\$ 123,207
Acct # - Charges for Services			
4941 – Debtors Assessment Fees	155,163	155,163	155,163
4941 – Civil Fees	510,000	510,000	550,853
4975 – OT/School Contracts	55,000	55,000	85,476
4975 – Fig Garden	318,691	318,691	420,060
4975 – US Army Corp of Engineers - Pine Flat	46,758	46,758	39,412
4975 – US Forest Service - Huntington Lake	36,000	36,000	35,000
4975 – Street Level Narcotics	100,000	100,000	100,000
4975 – Orange Cove Police Protection Dist	1,915	1,915	0
4975 – SJ Law Enforcement	93,834	93,834	93,834
4975 – FMAAA	72,528	0	0
4975 – OCDETF	0	0	5,000
4975 – Joint Terrorism Task Force	1,408	1,408	4,758
4975 – Central Unified	198,000	198,000	199,526
4975 – Court Security	16,415,919	240,000	232,866
4975 – Abandoned Vehicle Abatement	179,895	179,895	179,895
4975 – US Forest Service - Marijuana	55,000	55,000	55,000
4975 – Contract Services (Dispatch)	790,000	760,000	884,000
4975 – Clearance Letters	46,000	46,000	55,572
4975 – Post Conviction Drug Court	0	14,555	14,555
4976 – Fingerprinting Fees	84,000	84,000	44,206
4896 – IWF Reimbursement	1,308,926	1,308,926	1,508,828
5031 – Prisoner Transport Extraditions	143,000	143,000	61,805
5031 – Parole Revocation Hearings	73,000	73,000	73,721
5031 – State Inmate Housing	1,553,432	456,799	0
5031 – Federal Inmate Housing	12,561,120	8,100,000	8,123,440
Total	\$ 34,799,589	\$ 12,977,944	\$ 12,922,970
Acct # - Miscellaneous Revenues			
5800 – Mello Roos	25,962	25,962	26,744
5800 - Property	15,000	15,000	0
5800 – Debtors Assessment Fees	87,000	87,000	0
5800 - Records	6,900	6,900	11,933
5800 - Training	1,700	1,700	0
5800 – Training (SCCCD)	5,000	5,000	0
5800 – Business Office	500	500	725
5800 – Social Security Incentive	50,000	70,200	50,000
5800 – Trust Fund Revenue	141,547	141,547	0
Total	\$ 333,609	\$ 353,809	\$ 89,402
Acct # - Other Financing Sources			
5951 – AB 109	0	5,500,000	11,575,672
5951 – COPS Front Line Law Enforcement	0	271,776	271,776
5951 – Booking Fees	0	1,400,000	1,400,000
5951 – COPS Jail Services	0	276,500	276,500
5951 – Court Security	0	14,783,496	14,783,496
5951 – Cal-MMET	0	1,041,740	1,041,740
5951 – Rural Crime - from DA AB 118	0	426,644	438,876
Total	\$ 0	\$ 23,700,156	\$ 29,788,060
Acct # - Intrafund			
5990 – Off-Road Vehicle	86,500	86,500	8,000
5990 – CDBG	390,766	390,766	326,074
5990 – Rural Crime	0	238,799	0
5990 – FMAAA	8,078	2,024	0

5990 – Homeland Security/SWB (Carryover)	0	266,813	0
Total	\$ 485,344	\$ 984,902	\$ 334,074
Total Revenues	\$ 82,054,657	\$ 79,408,256	\$ 84,441,519

PENDING FACTORS

Proposition 172 funding is budgeted at a 6% increase over the FY 2011-12 Adopted Budget level based on current year actual receipts. Representatives of the Justice agencies (Sheriff, District Attorney, and Probation) met with the Auditor-Controller/Treasurer-Tax Collector and the County Administrative Office to review projections and all agreed to the percentage increase. Representatives of these agencies will continue to monitor this revenue source and any significant deviations that materialize, will be reported to your Board.

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	\$ 154,094
4008	Undersheriff	C	1	1	127,504
4007	Assistant Sheriff	C	1	1	121,420
4075	Sheriff Captain	3359	3	3	318,396
2317	Sheriff's Administrative Services Director	D	1	1	103,636
4080	Sheriff's Lieutenant	3031	13	13	1,223,676
4085	Sheriff's Sergeant	2536	47	47	3,891,892
4059	Deputy Sheriff IV	2218	59	59	4,302,128
4055	Deputy Sheriff III	2044	193	193	13,080,653
4053	Deputy Sheriff II	1876	72	72	4,480,480
4051	Deputy Sheriff I	1522	8	8	332,405
4076	Correctional Captain	3094	1	1	97,789
4074	Correctional Lieutenant	2794	7	7	601,998
4073	Correctional Sergeant	2179	31	31	2,124,929
4048	Correctional Officer IV	1942	56	56	3,536,442
4047	Correctional Officer III	1713	246	246	13,866,177
4046	Correctional Officer II	1482	7	7	306,197
4045	Correctional Officer I	1337	44	44	1,606,004
4122	Offender Programs Manager	F	1	1	68,562
1935	Social Worker III	1678	1	1	55,692
1592	Recreational Therapist II	1537	1	1	51,012
2290	Volunteer Services Coordinator	1534	1	1	48,516
4044	Inmate Supplies Coordinator	1673	1	1	55,536
5090	Laundry Supervisor - Jail	1125	1	1	37,310
5055	Janitor	857	1	1	28,444
5050	Maintenance Janitor	883	2	2	53,408
4180	Rangemaster	1849	1	1	58,422
4185	Community Service Officer	1099	29	29	993,820
3613	Supervising Communications Dispatcher	1922	7	7	416,893
3616	Communications Dispatcher Specialist	1574	8	8	413,205
3615	Communications Dispatcher III	1464	21	21	974,474
3612	Communications Dispatcher II	1355	3	3	118,482
3610	Communications Dispatcher I	1257	4	4	140,704
3166	Administrative Secretary - Conf	1438	1	1	41,223
3161	Secretary IV - Conf	1313	2	2	87,152
3160	Secretary IV	1291	1	1	42,874
3143	Secretary II - Conf	1067	1	1	35,412
2235	Personnel Tech III - Conf	1416	1	1	46,982
2268	Sheriff's Business Manager	E	1	1	77,116

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
3255	Senior Accountant	2036	3	3	\$ 184,283
2292	Staff Analyst II	1774	1	1	56,082
3240	Supervising Account Clerk II	1466	3	3	143,620
3260	Account Clerk III	1106	10	10	365,118
3210	Accountant I	1507	1	1	47,606
3440	Stock Clerk II	900	1	1	28,444
5307	Automobile Mechanic	1493	2	2	94,328
5305	Aviation Mechanic	1978	1	1	53,999
4177	Process Server	1208	6	6	233,308
4140	Forensic Services Coordinator	3219	1	1	101,712
4153	Senior Identification Technician	1971	2	2	116,130
4155	Identification Technician IV	1686	5	5	266,500
4154	Identification Technician III	1566	6	6	296,858
4152	Identification Technician II	1354	7	7	293,570
4150	Identification Technician I	1203	2	2	65,758
4123	Criminalist Specialist	2577	4	4	325,728
4121	Criminalist II	2397	1	1	75,758
4119	Criminalist I	1794	2	2	110,702
2225	Systems & Procedures Manager	E	1	1	86,398
2212	Systems & Procedures Analyst III	2164	1	1	68,380
3752	Senior Information Technology Analyst - Sheriff	2622	2	2	165,776
3751	Information Technology Analyst IV - Sheriff	2302	4	4	290,992
3713	Senior Network Systems Engineer	2622	1	1	82,888
3712	Network Systems Engineer IV	2302	4	4	290,992
3711	Network Systems Engineer III	1916	1	1	60,580
3710	Network Systems Engineer II	1638	2	2	103,532
3070	Supervising Office Assistant II	1399	5	5	232,050
3080	Office Assistant III	1049	32	32	1,110,685
3110	Office Assistant II	940	2	2	58,119
3125	Office Assistant I	837	5	5	114,251
Subtotal			998	998	\$ 59,645,204
Educational Incentives (POST)					1,170,833
Pilot/Tactical Flight Officer					23,400
Steno Allowance					1,560
Detention Facility Allowance					14,300
Remuneration					2,106
Auto Allowance					6,156
Lead Worker Allowance					1,300
Bilingual Skill Pay					84,011
Uniform Allowance					176,500
Holiday Payout					263,222
Shift Differential					966,552
LC4850					1,400,000
Less Salary Savings (3.4%)					(2,022,340)
TOTAL REGULAR SALARIES					\$ 61,732,803

Coroner – Public Administrator -- 4330

Coroner-Public Administrator BUDGET 4330 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,834,649	\$ 1,725,460	\$ 1,843,857	\$ 118,397	7%
Services and Supplies	624,922	682,444	639,778	(42,666)	-6%
Total Appropriations	\$ 2,459,571	\$ 2,407,904	\$ 2,483,635	\$ 75,731	3%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 3,031	\$ 3,000	\$ 3,000	\$ -	0%
Charges For Services	243,258	247,170	224,170	(23,000)	-9%
Miscellaneous Revenues	40	-	50,000	50,000	#DIV/0!
Total Revenues	\$ 246,330	\$ 250,170	\$ 277,170	\$ 27,000	11%
Net County Cost	\$ 2,213,241	\$ 2,157,734	\$ 2,206,465	\$ 48,731	2%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	14	13	14	1	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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; to act as the County burial authority in burying the indigent or abandoned dead.

The Public Administrator is mandated (Probate Code Sections 7601, 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 2012-13 Recommended Budget of \$2,483,635 represents a 3% (\$75,731) increase in appropriations as compared to the FY 2011-12 Adopted Budget primarily as the result of increases in staffing and retirement expense. This budget includes a 7% increase in Salaries and Benefits and 6% decrease in Services and Supplies. Due to the size of the department, staffing and low turnover rate, anticipated salary savings is budgeted at \$0. Staffing is recommended at 14 positions, an increase of 1 position.

GOAL SETTING

Fiscal Goal: Increase Forensic Services Revenues

Metrics/Parameters to measure progress:

- Generate \$50,000 in Forensic Services fees during FY 2012-13 through shared services with nearby Counties.

Operational Goal: Enhance Autopsy Performance

Metrics/Parameters to measure progress:

- Employ the Computerized Tomography (CT scan) digital radiology to enhance the performance of autopsies.

Core Mission Goal: Enhance the Efficiency and Accuracy in the Coroner's Investigation of Death

Metrics/Parameters to measure progress:

- In each investigation of death, maximize the use of the New Regional Forensic Center facilities, technologies and resources available to achieve more accurate diagnosis and reporting.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Construction of the new Fresno County Regional Forensic Center-Phase 1, designed as a regional facility and to accommodate growth through 2030, was completed in December 2012. Located on Jefferson Avenue in the southwest quadrant of the Juvenile Justice Campus (JJC), all Coroner Division

Coroner – Public Administrator -- 4330

staff have relocated from the West Nielsen Avenue facility to the new facility in January 2012.

The new facility has afforded expanded service capacity resulting in reduced operational costs. In April 2012 the department was able to bring its histology slide preparation services in-house and through utilizing qualified extra help staff on a limited basis, conduct histology slide preparation on site and reduce expenditures by 50% (\$10,000 annually) over the previous contracted service fees. The department will continue to explore opportunities to enhance efficiencies and reduce costs in its continuing operations.

Salaries and Benefits

- Salaries and Benefits, recommended at \$1,843,857, represent a 7% (\$118,397) increase over the current year primarily as the result of increases in staffing and retirement costs. Staffing is recommended at 14 positions, an increase of 1 position.

Recommended funding includes:

- Full-year funding for 11 Coroner positions to cover a population of in excess of 900,000 over the 6,000 square miles of Fresno County 24/7, including: 1 Coroner-Public Administrator, 1 Chief Forensic Pathologist, 1 Forensic Pathologist, 1 Senior Deputy Coroner, 5 Deputy Coroners, 1 Forensic Autopsy Technician, and 1 Account Clerk.
- Currently there are five budgeted Deputy Coroner positions which equates to an approximate ratio of 0.50 positions per 100,000 in population. In 2010, Kern and Sacramento Counties had a ratio of 1.00 Deputy Coroner positions per 100,000 populations.
- Full-year funding for three Public Administrator positions, including: one Deputy Public Administrator, one Senior Probate Assistant, and one Estate Property Assistant.
- Extra-Help (Account 6200) funding for an Administrative Secretary-Confidential (10 hours per week), Deputy Coroner coverage (20 hours per week) and Histology Technician (5 hours per week).

Services and Supplies

- Services and Supplies, recommended at \$639,778 represent a 6% (\$42,666) decrease from the current year primarily as the result of the elimination of one time expenses associated with opening of the Fresno County Regional Forensic Center in FY 11-12 as well as the elimination of the \$20,000 annual histology slide preparation service contract and replaced those services with an extra help position utilizing the new facility space and equipment for an expected annual savings of \$10,000.

Recommended funding includes:

- Professional and Specialized Services (Account 7295) of \$283,000, an 11% reduction from the current year; this account funds toxicology services, body removal services, radiology services, cremation services, consultation services, and other professional services to support the Coroner Division.

SUMMARY OF REVENUES

- Revenues are recommended at \$277,170, an increase of 11% (\$27,000) primarily as the result of anticipated revenues associated with Public Administrator estate fees and additional Coroner facility and service use fees from nearby counties.
- Based on the current Master Schedule of Fees, Charges, and Recovered Costs (Section 1909), in-kind services provided by the Forensic Pathologist staff to other County departments, including the District Attorney and the Public Defender, are estimated at \$90,000 for FY 2012-13.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Revenue from the Use of Money			
3380 - Interest	3,000	0	3,000
Total	\$ 3,000	\$ 0	\$ 3,000
Acct # - Charges for Services			
4965 – Estate Fees	111,370	0	138,370
5060 – Other Charges for Services	134,000	0	84,000
5065 – Burial Reimbursements	1,800	0	1,800
Total	\$ 247,170	\$ 0	\$ 224,170
Acct # - Miscellaneous Revenues			
5800 – Miscellaneous Revenues	0	0	50,000
Total	\$ 0	\$ 0	\$ 50,000
Total Revenues	\$ 250,170	\$ 0	\$ 277,170

PENDING FACTOR

The new Fresno County Regional Forensic Center-Phase 1 was designed as a regional facility. Fresno County staff continue to discuss shared services with nearby Counties.

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	\$ 117,905
1525	Chief Forensic Pathologist	A	1	1	205,485
1531	Forensic Pathologist	A	1	1	183,801
1773	Deputy Public Administrator/Guardian II	1608	1	1	53,352
3074	Senior Probate Assistant	1407	1	1	46,696
3260	Account Clerk III	1106	1	1	36,686
3405	Estate Property Assistant	1100	1	1	34,788
4130	Deputy Coroner I	1592	3	3	142,744
4133	Deputy Coroner II	1750	2	2	110,656
4134	Senior Deputy Coroner	F	1	1	61,802
1530	Forensic Autopsy Technician	1202	0	1	31,252
Subtotal			13	14	\$ 1,025,167
	Auto Allowance				6,156
	Elected Officials Remuneration				2,106
	On Call (Deputy Coroner I/II)				32,000
TOTAL REGULAR SALARIES					\$ 1,025,167

POSITION RECOMMENDED TO ADD (Effective July 23, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
1530	Forensic Autopsy Technician	1202	1	\$ 54,570
	Cost of Position Recommended to Add		1	\$ 54,570

District Attorney BUDGET 2860 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 20,262,488	\$ 21,817,556	\$ 21,830,233	\$ 12,677	0%
Services and Supplies	2,951,450	3,165,708	3,921,100	755,392	24%
Total Appropriations	\$ 23,213,939	\$ 24,983,264	\$ 25,751,333	\$ 768,069	3%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 410,650	\$ 410,650	\$ 45,000	\$ (365,650)	-89%
Rev From Use of Money & Prop	1,571	-	-	-	-100%
Intergovernment Revenues - St	6,252,424	6,671,874	6,820,916	149,042	2%
Intergovernment Rev-Federal	84,292	-	-	-	-100%
Charges For Services	144,906	159,000	159,000	-	0%
Miscellaneous Revenues	91,910	80,000	80,000	-	0%
Other Financing Sources	-	-	577,456	577,456	100%
Intrafund Revenue	371,374	425,632	372,279	(53,353)	-13%
Total Revenues	\$ 7,357,127	\$ 7,747,156	\$ 8,054,651	\$ 307,495	4%
<u>Net County Cost</u>	\$ 15,856,812	\$ 17,236,108	\$ 17,696,682	\$ 460,574	3%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	155	151	164	13	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

DISTRICT ATTORNEY – 2860

FUNCTION

The District Attorney is constitutionally mandated to evaluate and review 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, domestic violence, sexual assault, child abuse, and identity theft. The District Attorney also investigates, files, and prosecutes criminal and civil actions of consumer fraud, real estate fraud, environmental crimes, welfare 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 criminal matters post-conviction; 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 research and legal advice to all attorney staff. Additionally, the District Attorney provides legal guidance, investigative assistance, and training to the law enforcement agencies throughout the County.

The 2860 Org represents the core criminal prosecution units directly handling the District Attorney's mandated function of prosecuting all felony and misdemeanor offenses ranging from capital murder to driving-under-the-influence cases. Approximately 97% of the cases filed by the District Attorney will be prosecuted by Deputy District Attorneys in this Org. Financing for the District Attorney-Grant funded programs are detailed in Org 2862.

OVERVIEW

The FY 2012-13 Recommended Budget of \$25,751,333 reflects a 3% (\$768,069) increase in appropriations primarily due to the replacement of the department's case management system. The FY 2012-13 Recommended Budget reflects a 4% (\$307,495) increase in estimated revenue primarily due to full-year funding of Assembly Bill (AB) 109 (Chapter 15, Statutes of 2011) positions and the estimated increase in Proposition 172 revenue, partially offset with the elimination of Criminal Justice Temporary Construction Funds. A 2% (\$250,437) salary savings has been used in calculating Regular Salaries (Account 6100). An \$180,835 savings in combined related benefits has been calculated for Retirement, OASDI, and Health Insurance. Staffing is recommended at 164 positions, an increase of 13 positions over the current year.

GOAL SETTING

The District Attorney, with the support and funding of the Board of Supervisors, will accomplish at least three objectives to increase the safety of the citizens of Fresno County. Due to the professional responsibilities of prosecutors and investigators to seek the truth, the singular overall goal of the District Attorney remains the active pursuit of justice for the public and crime victims who are negatively and often tragically impacted by the criminal offender. The goals of the District Attorney are formed by the present fiscal realities in Fresno County and are carried out with utmost respect for the taxpayer's investment in public safety.

Goal #1: Reestablishment of the Officer-Involved-Shooting/In Custody Death Review Team

The District Attorney will reestablish the Officer-Involved-Shooting/In Custody Death (OIS/ICD) Review Team providing for an independent investigation and review of OIS/ICD incidents. An OIS/ICD Review Team will be reinstated with FY 2011-12 NCC carryover funds with the goal of the County resuming funding support and/or attaining additional funding from the law enforcement agencies through reimbursement to Fresno County. Upon re-establishment of the OIS/ICD Review Team, the District Attorney will issue decisions regarding criminal liability to the law enforcement agency and to the public.

District Attorney -- 2860

after an independent legal evaluation. Also, the District Attorney will complete by the end of FY 2012-13 the investigation and review of any OIS/ICD incident that was previously submitted to the District Attorney for evaluation but not completed due to cuts to staffing.

Goal #2: Replacement of Outdated DA Case Management System

The District Attorney will complete the analysis of the Request for Proposal (RFP) to replace the outdated Standard Tracking And Reporting (STAR) case management system and have a new case management system in place prior to the end of FY 2012-13. STAR can no longer be updated or supported by current software applications making it vulnerable to total system failure. A new web-based case management system will add significant enhanced capabilities to the District Attorney's Office creating considerable efficiencies for clerical and legal staff saving time and money. Further, a new case management system will have the capability to eventually progress to a paperless work environment in subsequent fiscal years reducing costs and increasing productivity for the District Attorney's Office.

Goal #3: Subpoena Unit, Legal Assistants, Interns and Volunteers

The District Attorney, with the support and funding of the Board of Supervisors, will adjust the blend of staff to increase the efficient use of prosecutors and investigators. By adding a Subpoena unit to the Bureau of Investigations and Legal Assistants to specific high-volume felony prosecution units, the District Attorney will add personnel to handle routine investigative and legal tasks in a more cost effective manner thereby allowing Senior DA Investigators and Deputy District Attorneys to focus their time on more complex assignments. Investigator overtime will be reduced as will overtime costs for county law enforcement agencies. Additionally, prosecutors will have more time to focus on case preparation and difficult legal issues. The District Attorney will expand the use of interns and volunteers. The goal is to provide eager and dedicated students training and experience in the field of criminal prosecution while simultaneously providing valuable aid to prosecutors and investigators by assisting in the preparation of criminal cases. The long term goal is to provide a future pool of law enforcement professionals dedicated to providing public safety to the citizens of Fresno County by identifying and mentoring talented local students for future recruitment and retention. By the end of FY 2012-13, the District Attorney will implement a formal intern program by placing interns from junior colleges, professional colleges, universities, and regional law schools into identified positions within the District Attorney's Office thereby providing a steady stream of bright and enthusiastic people to support the operations of the office and who are personally invested in the protection of our community.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

As part of the FY 2011-12 State Budget, the Legislature enacted a series of trailer bills that realigned approximately \$6.3 billion of programs from the State to Counties. The 2011 Realignment includes various Public Safety and Social Services programs. Grant programs/services included in this Org that were affected by 2011 Realignment include the Local Law Enforcement Services Account (LLESA) program of Citizens' Option for Public Safety (COPS). In addition, AB 109 programs are funded through the Local Community Corrections Account and the District Attorney/Public Defender Account.

The 13 new positions recommended for addition consist of the following:

- Subpoena Unit - Four Investigative Assistant and one Office Assistant positions will serve subpoenas that will free up Senior Investigators to focus on the investigation of criminal cases and is funded with the FY 2012-13 NCC allocation of \$314,946. Additionally, the Subpoena unit allows the DA to reduce the use of the Extra-Help, Account 6200 by \$249,846 by funding permanent positions for this function.
- Legal Assistants (four) - added to various felony prosecution units to support Deputy District Attorneys (DDAs) by doing routine legal work, making DDAs more efficient and is funded with the FY 2012-13 NCC allocation of \$261,311.

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- Systems and Procedures Analyst (one) - to coordinate the implementation of and support the use of the replacement DA Case Management System and is funded with FY 2012-13 NCC allocation of \$79,901.
- Officer-Involved-Shooting/In Custody Death Review Team - (one) Deputy District Attorney IV, (one) Senior Investigator, and (one) Office Assistant to provide independent OIS/ICD investigation to all law enforcement agencies in Fresno County and is funded with FY 2011-12 NCC carryover of \$381,438.
- Replacement Case Management System - the District Attorney is in the process of completing analysis of responses to a RFP for replacement of its outdated STAR case management system. The STAR system is not sustainable and subjects the District Attorney's Office to imminent catastrophic system failure leading to a major obstruction to workload flow. It is projected that the selection committee will make vendor selection in June/July 2012 with anticipated Board vendor approval of an agreement in August/September 2012 with the first payment funded with FY 2011-12 NCC carryover included in Account 7295 (\$650,000). The balance of the FY 2011-12 NCC carryover will fund Extra-Help, Account 6200 (\$206,543), Overtime, Account 6300 (\$70,000) and Office Expense, Account 7265 (\$92,019).

Salaries and Benefits

- Salaries and Benefits, recommended at \$21,830,233, represent a \$12,677 increase over the current year.

Recommended funding includes:

- The addition of 13 positions: 4 Legal Assistants, 1 Deputy District Attorney I-IV, 4 Investigative Assistants, 1 Senior District Attorney Investigator, 1 Systems and Procedures Analyst, and 2 Office Assistants.
- The lateral reclassification of the Associate District Attorney to Chief Assistant District Attorney to conform to current usage within the District Attorney's Office and throughout the State with no change to salary band or rate of pay.
- Account 6100, Regular Salaries reflects a 2% (\$186,454) decrease from the current year primarily due to full-year implementation of salary reductions.
- Account 6200, Extra-Help reflects a 55% (\$249,846) decrease from the current year due to the addition of the Subpoena unit which reduces the need for extra-help investigative staff.
- Account 6400, Retirement Contributions represents a 7% (\$431,271) increase over the current year due to the addition of 13 positions and rates set for FY 2012-13.
- Account 6550, Workers' Compensation Contributions represent a 9% (\$18,239) decrease from the current year based on FY 2012-13 rates.

Services and Supplies

- Services and Supplies, recommended at \$3,921,100, represent a 24% (\$755,392) increase over the current year primarily due to one-time funding of a replacement case management system.

Recommended funding includes:

- Account 7040, Telephone Charges represent a 15% (\$18,903) decrease from the current year based on rates and estimated usage for FY 2011-12.
- Account 7175, Other Insurance reflects an 88% (\$7,755) increase over the current year based on actual costs for the program.
- Account 7295, Professional & Specialized Services represents a 228% (\$625,500) increase over the current year due to the inclusion of the first payment for the new case management system replacing the outmoded and non-supportable STAR system.

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- Account 7340, Rents and Leases-Buildings represent a 10% (\$41,329) increase over the current year due to including the utility costs for the Multi-Agency Gang Enforcement Consortium (MAGEC) space that were not budgeted in the current year.
- Account 7415, Transportation, Travel and Education represents a 55% (\$30,000) increase over the current year based on required travel and training for newly hired prosecutors and investigators. This training is critical to the continuation of the department's high level of performance and is fully offset with the inclusion of (\$45,000) in Asset Forfeiture revenue.

SUMMARY OF REVENUES

- Revenues are recommended at \$8,054,651, a 4% (\$307,495) increase over the FY 2011-12 adopted level primarily due to full-year funding for AB 109 programs and an estimated increase in Proposition 172 sales tax revenue.
- Fines, Forfeitures and Penalties (\$45,000) – Reflect an 89% (\$365,650) decrease due to the elimination of Criminal Justice Temporary Construction funds previously included in this budget, partially offset with the addition of \$45,000 of Asset Forfeiture revenue.
- Intergovernmental Revenues-State (\$6,820,916) – Represents a 2% (\$149,042) increase primarily due to an estimated growth in Public Safety Proposition 172 sales tax revenue partially offset with the reallocation of Citizens' Option for Public Safety (COPS) funding to Other Financing Sources as part of 2011 Realignment.
- Charges for Services (\$159,000) and Miscellaneous Revenues (\$80,000) – Reflect no change from the current year.
- Other Financing Sources (\$577,456) – Reflect a newly established Local Revenue Fund 2011 pursuant to AB 118 (Chapter 40, Statutes of 2011) and includes revenue from the LLESA program of COPS and the District Attorney/Public Defender Account for hearings. In addition, funding from the Local Community Corrections Account for the District Attorney's participation in AB 109 programs (Adult Compliance Team) is also included in this category.
- Intrafund Revenues (\$372,279) – Represent a 13% (\$53,353) decrease based on reduced salaries in FY 2012-13 impacting the Indirect Cost Rates for grant programs included in the District Attorney Grants Org 2862.
- Net County Cost (NCC) Carryover – The District Attorney's Office NCC allocation for FY 2012-13 includes an additional \$1,400,000 that is based on the department's projected NCC carryover from FY 2011-12. The carryover is based on budget instructions and CAO approval for 100% of projected NCC savings from FY 2011-12.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3308 – Crim Just Temp Const Fund	410,650	410,650	0
3315 – Asset Forfeiture	0	0	45,000
Total	\$ 410,650	\$ 410,650	\$ 45,000
Acct # - Intergovernment Revenues – State			
3455 – Mandate Reimbursement	512,282	512,282	512,282
3575 – CalWRAP	40,000	65,000	65,000
3577 – Proposition 172	5,704,592	5,850,000	6,050,000
3578 – COPS AB3229	210,000	0	0
3575 – POST	5,000	5,000	5,000
3575 – Violence Against Women	200,000	188,634	188,634
Total	\$ 6,671,874	\$ 6,620,916	\$ 6,820,916
Acct # - Charges for Services			

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4905 - Legal Service	74,000	74,000	74,000
4928 - NSF Collection Chgs	85,000	85,000	85,000
Total	\$ 159,000	\$ 159,000	\$ 159,000
Acct # - Miscellaneous Revenues			
5800 - Miscellaneous Revenues	80,000	70,000	80,000
Total	\$ 80,000	\$ 70,000	\$ 80,000
Acct # - Other Financing Sources			
5951 - Operating Transfer In- LLESA COPS	0	225,000	225,000
5951 - Operating Transfer In- ACT Investigator	0	60,000	162,027
5951 - Operating Transfer In- Revocation DDA	0	120,000	190,429
Total	\$ 0	\$ 405,000	\$ 577,456
Acct # - Intrafund			
5990 - Jobs 2000	201,457	185,000	190,429
5990 - Post Conviction Drug Court	38,782	38,782	38,782
5990 - Indirect from DA Grants	185,393	148,000	143,068
Total	\$ 425,632	\$ 371,782	\$ 372,279
Total Revenues	\$ 7,747,156	\$ 8,037,348	\$ 8,054,651

PENDING FACTORS

Proposition 172 funding is budgeted at a 6% increase over the FY 2011-12 Adopted Budget level based on current year actual receipts. Representatives of the Justice agencies (District Attorney, Sheriff and Probation) met with the Auditor-Controller/Treasurer-Tax Collector and the County Administrative Office to review projections and all agreed to the percentage increase. Representatives of these agencies will continue to monitor this revenue source and any significant deviations that materialize, will be reported to your Board.

The biggest change in the criminal justice system in over 20 years occurred with the Governor's Criminal Justice Realignment which removed the option of prison for a large segment of criminals the District Attorney prosecutes. This change shifted the responsibility for custody and supervision of these offenders to the County. Fewer criminals in prison mean more criminals on the streets. The District Attorney is invested in diligently monitoring the implementation of criminal justice realignment to ensure it meets its number one stated goal of "...reducing recidivism among criminal offenders." If AB 109 is merely a plan to save money by reducing incarceration costs, the criminal justice system will lose focus on its true purpose of keeping the community safe. The District Attorney will work to have factual metrics to evaluate whether AB 109 has, in fact, reduced recidivism to ensure the safety of the public is preserved. The District Attorney will remain committed to holding criminal offenders accountable for the harm they cause to the public and their crime victims while simultaneously advocating sentences that lower the risk of recidivism through a mix of programs and incarceration focused on the first step toward rehabilitation which is for criminal offenders to accept personal responsibility. Criminals who choose to prey on the public will only be rehabilitated when the alternative consequence is a sure sanction that is much less desirable. Criminal justice realignment should be evaluated on its merits by the public leading to either a realization of its success with enhanced confidence in their personal safety or thoughtful revisions to the law leading to success as measured by reductions in crime. It is projected that criminal case filings will increase thereby increasing workloads in the District Attorney's Office. Parole realignment to local supervision means offenders who violate the terms of their supervision will not be returned to prison. Prosecutors are now handling post release community supervision hearings and will handle parole revocation hearings beginning in July 2013; further increasing the workload of the District Attorney's Office. Resources must be allocated to the District Attorney to deal with the return of recidivist state prisoners. It should be noted that while in signing this legislation the Governor included the statement that the realignment would not occur without the associated revenue, currently this revenue is not guaranteed by the state.

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	\$ 161,642
1209	Chief Assistant District Attorney	B	0	1	139,386
0253	Associate District Attorney	B	1	0	0
0255	Assistant District Attorney	C	1	1	126,724
1203	Legal Assistant I	1041	0	4	149,228
1209	Chief Deputy District Attorney	C	6	6	713,268
1210	Deputy District Attorney II	2285	1	1	63,094
1211	Deputy District Attorney III	2743	5	5	415,532
1212	Deputy District Attorney IV	3210	49	49	5,136,700
1220	Deputy District Attorney I	1787	12	13	630,967
1222	Senior Deputy District Attorney	3453	8	8	916,864
1758	Investigative Assistant	1218	1	5	162,600
1760	Senior District Attorney Investigator	3453	20	21	1,577,352
1793	Supervising Senior DA Investigator	2972	2	2	182,400
1796	Assistant Chief of Investigations	E	1	1	101,114
1797	Chief of Investigations	D	1	1	113,542
2033	Victim-Witness Advocate	1219	1	1	38,532
2213	Systems and Procedures Analyst I	1513	1	2	89,110
2293	Staff Analyst III	2048	2	2	129,480
2339	District Attorney Business Manager	E	1	1	79,612
2355	Law Office Administrator	E	1	1	69,004
3070	Supervising Office Assistant II	1399	1	1	46,410
3078	Supervising Office Assistant I	1208	1	1	40,066
3080	Office Assistant III	1049	24	24	842,831
3125	Office Assistant I	837	0	2	41,980
3140	Secretary III	1169	3	3	116,298
3142	Secretary II	1049	1	1	38,298
3160	Secretary IV	1291	3	3	128,622
3161	Secretary IV - Conf.	1313	2	2	94,172
3166	Administrative Secretary	1438	1	1	47,710
Subtotal			151	164	\$ 12,392,538
					Remuneration 2,106
					Auto Allowance 6,156
					POST Incentive 78,868
					Educational Incentive 33,200
					Bilingual Skills Pay 9,000
					Less Salary Savings (2%) (250,437)

TOTAL REGULAR SALARIES**\$ 12,271,431****RECOMMENDED POSITIONS TO ADD (Effective July 23, 2012)**

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1203	Legal Assistant I	1041	4	\$ 186,921
1212	Deputy District Attorney I/II/III/IV	3210	1	167,559
1758	Investigative Assistant	1218	4	215,035
1760	Senior District Attorney Investigator	2337	1	119,687
2213	Systems and Procedures Analyst I	1513	1	66,733
3125	Office Assistant I	837	2	79,636
Cost of Positions Recommended to Add			13	\$ 835,571

District Attorney-Grants BUDGET 2862 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	\$ 8,401,674	\$ 8,771,424	\$ 9,404,358	\$ 632,934	7%
Services and Supplies	1,138,491	1,377,725	1,424,502	46,777	3%
Other Charges	169,364	185,393	143,068	(42,325)	-23%
Residual Equity Transfers(Out)	38,000	-	-	-	-100%
Total Appropriations	\$ 9,747,528	\$ 10,334,542	\$ 10,971,928	\$ 637,386	6%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 3,534,050	\$ 4,685,813	\$ 3,697,035	\$ (988,778)	-21%
Intergovernment Rev-Federal	594,609	203,643	625,875	422,232	207%
Charges For Services	1,340,833	1,784,528	1,596,529	(187,999)	-11%
Miscellaneous Revenues	15,702	-	-	-	-100%
Other Financing Sources	-	-	326,869	326,869	100%
Intrafund Revenue	3,322,382	3,156,838	3,086,349	(70,489)	-2%
Total Revenues	\$ 8,807,576	\$ 9,830,822	\$ 9,332,657	\$ (498,165)	-5%
<u>Net County Cost</u>	\$ 939,953	\$ 503,720	\$ 1,639,271	\$ 1,135,551	225%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	73	71	69	(2)	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

DISTRICT ATTORNEY GRANTS – 2862

FUNCTION

The District Attorney Grants budget funds 19 units including 12 vertical prosecution teams. Many grants require that prosecutors carry a lower caseload, allowing for increased attention to complex litigation and the prosecution of serious, violent, and recidivist criminals. Prosecutors and investigators assigned to these grant units are not interchangeable with the core prosecution staff because the grants mandate that they work only on grant funded cases. Without this grant funding, which is precarious, the majority of these cases would be prosecuted by the core prosecution units, but the case focus and vertical prosecution would be impacted if not eliminated. Grant appropriations are funded through various State and Federal agencies and the Indian Gaming Special Distribution Fund.

The grant units in this budget Org include:

- The California Office of Traffic Safety (OTS) Driving Under the Influence (DUI) Driving Impaired or Distracted Prosecution team targeting young adult DUI or distracted offenders.
- The Rural Crime prosecutor concentrates on criminal prosecution of individuals charged with theft of equipment; vehicles including trucks, tractors, and all-terrain vehicles; fuel; chemicals; produce; and all sources of metal from open fields, farms, and ranch outbuildings.
- The Career Criminal prosecutors aggressively prosecute violent habitual criminals and seek to obtain the maximum periods of incarceration.
- Fresno County Mid-Level Drug Suppression [Anti-Drug Abuse Enforcement Program (ADA)] focuses on the prosecution of narcotics cases working closely with various 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 insurance fraud grants include Workers' Compensation, Automobile Insurance, Organized Automobile Insurance (Urban), and Life Insurance and Annuity.
- 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 Prosecution unit prosecutes identity theft cases with a high dollar loss and/or complex cases involving multiple victims and numerous charges, and requiring multiple search warrants in order to gain access to financial records.
- 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 saving the County money by stopping and recovering overpayments and 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 future 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 Training and Administration 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.

OVERVIEW

The FY 2012-13 Recommended Budget of \$10,971,928 reflects a 6% (\$637,386) increase in appropriations over the FY 2011-12 Adopted Budget primarily due to full-year funding of the existing OTS DUI Driving Impaired or Distracted Prosecution team. The FY 2012-13 Recommended Budget reflects a 5% (\$498,165) decrease in estimated revenue from the FY 2011-12 Adopted Budget primarily due to a reduction in grant funding for the URBAN and Life and Annuity programs and a restructure in the Consumer Protection unit. The recommended net County cost (NCC) allocation to this Org (from the District Attorney's NCC allocation) reflects a 225% (\$1,135,551) increase over the FY 2011-12 Adopted Budget due to changes in funding allocations to various grant programs. Staffing is recommended at 69 positions, a net decrease of 2 positions from the current year.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

As part of the FY 2011-12 State Budget, the Legislature enacted a series of trailer bills that realigned approximately \$6.3 billion of programs from the State to Counties. The 2011 Realignment includes various Public Safety and Social Services programs. Grant programs/services included in this Org that were affected by 2011 Realignment include the Local Law Enforcement Services Account (LLESA) programs of the Multi-Agency Gang Enforcement Consortium (MAGEC) and Rural Crime. The LLESA program of Cal-MMET is also included in this Org; however, it is funded through the Sheriff's Office (Org 3111) as Intrafund Revenue.

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

- URBAN Program – the deletion of one Senior District Attorney Investigator position. There is no expectation of funding for the second Senior Investigator position assigned to the URBAN grant for FY 2012-13. The position is currently vacant and the deletion will not impact ongoing activities.
- Life and Annuity Fraud- the deletion of one Office Assistant position. Based on the FY 2011-12 funding allocation and the Department of Insurance's desire to expand this program to other counties there is no expectation of funding for this position in FY 2012-13. The position is currently vacant and the deletion will not impact ongoing activities.

Consumer Protection – the District Attorney's Office is restructuring this program with the following actions:

- The deletion of one Office Assistant and one Investigator II positions. These positions are currently vacant and the deletions will not impact ongoing activities.
- The addition of one Investigative Assistant position. This position can provide support in a more effective and cost efficient manner than the Office Assistant and Investigator II positions.

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- Administration Unit – the addition of one Staff Analyst position for operational requirements. This position will support the Business Office with grant coordination, analysis of and tracking of office/grant expenditures, agenda item preparation, statistical reports, and special requests from District Attorney Administration and other County agencies.

The NCC allocated to various grant programs reflects changes as follows:

- IHSS Fraud (Org 28620600) - requires \$549,235 in NCC due to the loss of state funding. The FY 2011-12 Adopted Budget included state funding of \$284,190, federal funding of \$399,855 and county match of \$282,673. However, when state revenues failed to materialize the state pulled the “trigger” and eliminated the state funding of \$284,190 for this program. The IHSS program is still eligible for federal funding reimbursement (up to 50% of approved costs) and \$368,980 is estimated for FY 2012-13.
- Career Criminal (Org 28622000) - requires \$364,310 in NCC because the state “trigger” cuts eliminated program funding for FY 2011-12 and funding was not included in 2011 Realignment. The District Attorney is working with the California District Attorneys’ Association (CDAA) and the California Emergency Management Agency (Cal EMA) to advocate for restoration of funding under 2011 Realignment. The program is included in the recommended budget with 100% NCC pending resolution of the funding.
- ID Theft Unit (Org 28627500) - requires \$137,329 in NCC to cover costs of the unit above what Table Mountain Rancheria has agreed to fund (\$1,000,000).
- Indian Gaming (Org 28621000) - requires \$73,452 of NCC due to a reduction in the Indian Gaming State Distribution Fund allocation.
- The recommended net County cost also supports the programs of Training and Administration, Life and Annuity, Real Estate Fraud, Mid-Level Drug Suppression, Rural Crime, Waste Tire, and Victim Restitution.

Salaries and Benefits

- Salaries and Benefits, recommended at \$9,404,358, reflect a 7% (\$632,934) increase over FY 2011-12, primarily due to full-year grant funding of the OTS DUI Driving Impaired or Distracted Prosecution team and increases in retirement rates.

Recommended funding includes:

- The deletion of one Senior District Attorney Investigator, one Investigator II, and two Office Assistant positions due to a reduction in grant funding and program restructuring.
- The addition of one Investigative Assistant position (100% revenue offset) and one Staff Analyst position (48.5% revenue offset and 51.5% NCC) for program operations and efficiency.
- Full-year funding for 69 permanent positions.
- Account 6100, Regular Salaries represent a 5% (\$265,285) increase primarily due to full-year funding of the OTS DUI Driving Impaired or Distracted Prosecution team.
- Account 6400, Retirement Contributions represent a 13% (\$357,035) increase primarily due to full-year funding of the OTS DUI Driving Impaired or Distracted Prosecution team, the difference between budget instructions and actuals in the current year, and increased rates for FY 2012-13.

Services and Supplies

- Services and Supplies, recommended at \$1,424,502, reflect a 3% (\$46,777) increase over the current year primarily due to increased costs for radios and vehicles.

Recommended funding includes:

- Account 7039, Mobile Communications represent a 184% (\$55,529) increase due to lease costs associated with replacing radios used by investigators and rates set for FY 2012-13. Investigator radios were replaced at the end of FY 2011-12 to meet new regulatory requirements which are effective on January 1, 2013.
- Account 7286, PeopleSoft Human Resources Charges reflects a 31% (\$3,311) increase based on rates for FY 2012-13.
- Account 7400, Special Departmental Expense represents a 30% (\$46,120) decrease due to reductions in various grant programs.
- Account 7416, Transportation and Travel County Garage reflects a 14% (\$25,793) increase based on estimated usage and rates for FY 2012-13.

Other Charges

- Other Charges, recommended at \$143,068, represent a 23% (\$42,325) decrease from FY 2011-12 as a result of fewer programs and reduced salaries impacting indirect costs.

SUMMARY OF REVENUES

- Revenues, recommended at \$9,332,657, represent a 5% (\$498,165) decrease from the FY 2011-12 adopted level.
 - Intergovernmental Revenues-State (\$3,697,035) – Reflects a 21% (\$988,778) decrease primarily due the loss of state funding for Career Criminal; a reduction in state funding for the ID Theft, Urban Fraud, Life and Annuity Fraud, and Indian Gaming; as well as a reclassification of revenues for both Rural Crimes and MAGEC to Other Financing Sources as part of 2011 Realignment.
 - Intergovernmental Revenues-Federal (\$625,875) – Represents a 207% (\$422,232) increase due to budgeting full-year funding for the OTS DUI Driving Impaired or Distracted Prosecution team.
 - Charges for Services (\$1,596,529) – Reflect an 11% (\$187,999) decrease primarily due to a reduction in staffing associated with the Consumer Protection program.
 - Other Financing Sources (\$326,869) – Represent a newly established Local Revenue Fund 2011 pursuant to AB 118 (Chapter 40, Statutes of 2011) and includes revenue from the LLESA programs of MAGEC and Rural Crime.
 - Intrafund Revenues (\$3,086,349) – Reflect a 2% (\$70,489) decrease primarily based on the elimination of State IHSS Fraud funding partially offset by an increase in funding for the Welfare Fraud prosecution program that both flow through the Department of Social Services.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – State			
3575 - MAGEC	106,691	26,691	68,502
3575 – Workers Compensation Insurance Fraud	1,217,842	1,250,000	1,295,026
3575 – ID Theft Unit	1,114,896	1,114,896	1,000,000
3575 – Automobile Insurance Fraud	498,378	498,378	522,311
3575 – URBAN Fraud	368,094	300,000	206,934
3575 – Life & Annuity Insurance Fraud	271,735	200,000	165,000
3575 – Victim Restitution Program	63,000	63,000	60,951
3591 – State Indian Gaming	470,864	470,864	378,311
3575 – Rural Crimes	239,987	70,985	0
3575 – Career Criminal	334,326	122,694	0
Total	\$ 4,685,813	\$ 4,117,508	\$ 3,697,035
Acct # - Intergovernment Revenues – Federal			
4375 – DUI Distracted Driving Program	203,643	203,643	625,875
Total	\$ 203,643	\$ 203,643	\$ 625,875
Acct # - Charges for Services			
4980 – Recording Fees - Real Estate Fraud	498,348	498,348	464,000
5069 – Judgment Awards - Consumer Protection	1,286,180	925,000	1,132,529
Total	\$ 1,784,528	\$ 1,423,348	\$ 1,596,529
Acct # - Other Financing Sources			
5951 – Operating Transfer In - LLESA MAGEC	0	80,000	80,000
5951 – Operating Transfer In - LLESA Rural Crimes	0	239,987	246,869
Total	\$ 0	\$ 319,987	\$ 326,869
Acct # - Intrafund			
5990 – Welfare Fraud	2,358,177	2,358,177	2,466,366
5990 – IHSS Fraud	555,990	473,790	368,980
5990 – Mid-Level Drug/LLESA Cal-MMET	123,671	123,671	132,003
5990 – Waste Tire	119,000	119,000	119,000
Total	\$ 3,156,838	\$ 3,074,638	\$ 3,086,349
Total Revenues	\$ 9,830,822	\$ 9,139,124	\$ 9,332,657

PENDING FACTORS

The Career Criminal program (\$364,310) was eliminated from funding for FY 2011-12 when the State pulled the budget triggers. The Career Criminal program provides focused vertical prosecution of habitual serious and violent offenders seeking to impose the most severe authorized sentence. The District Attorney is working with Cal EMA and CDAA to advocate that the program continues to be funded under the new 2011 Realignment process.

The appropriations and revenues associated with the existing OTS DUI Driving Impaired or Distracted Prosecution team are funded through September 30, 2012. However, the department anticipates continued funding of these positions with another OTS grant award currently under submission that would fund the program through September 30, 2013. Therefore, full-year funding for this grant program is included in the recommended budget.

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	Legal Assistant III	1488	2	2	\$ 94,016
1209	Chief Deputy District Attorney	C	1	1	118,586
1212	Deputy District Attorney IV	3210	20	20	2,129,400
1222	Senior Deputy District Attorney	3453	1	1	114,608
1758	Investigative Assistant	1218	3	4	161,720
1760	Senior District Attorney Investigator	2337	17	16	1,240,928
1775	Collections Officer	1269	1	1	42,094
1793	Supervising District Attorney Investigator	2972	1	1	93,938
1802	District Attorney Investigator II	1971	7	6	392,652
2291	Staff Analyst I	1597	0	1	53,248
3070	Supervising OA II	1399	1	1	44,200
3080	Office Assistant III	1049	11	9	278,512
3110	Office Assistant II	940	0	0	34,814
3140	Secretary III	1169	2	2	77,532
3160	Secretary IV	1291	1	1	42,874
3215	Senior Accountant	2036	1	1	64,350
3260	Account Clerk III	1106	1	1	36,686
3621	Program Tech II	1183	1	1	46,254
Subtotal			71	69	\$ 5,066,412
Educational Incentive					13,309
Bilingual Skills Pay					6,600
POST					78,408
TOTAL REGULAR SALARIES					\$ 5,164,729

VACANT POSITIONS DELETED (Effective July 23, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1760	Senior District Attorney Investigator (Org 28628500)	2337	1	\$ 158,816
1802	District Attorney Investigator II (Org 28623500)	1971	1	134,058
3080	Office Assistant III (Org 28623500)	1049	1	62,685
3080	Office Assistant III (Org 28628750)	1049	1	62,685
Cost of Restoring Vacant Positions			4	\$ 418,244

RECOMMENDED POSITIONS TO ADD (Effective July 23, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1758	Investigative Assistant (28623500)	2018	1	\$ 71,906
2291	Staff Analyst I (28620700)	1597	1	69,936
Cost of Positions Recommended to Add			2	\$ 141,842

Public Defender BUDGET 2880 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 11,018,157	\$ 10,125,404	\$ 11,182,720	\$ 1,057,316	10%
Services and Supplies	1,000,925	1,160,933	1,256,020	95,087	8%
Total Appropriations	\$ 12,019,082	\$ 11,286,337	\$ 12,438,740	\$ 1,152,403	10%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 377,358	\$ 377,358	\$ 1,010,800	\$ 633,442	168%
Intergovernment Revenues - St	23,431	15,590	15,590	-	0%
Charges For Services	1,113,645	1,187,223	1,126,560	(60,663)	-5%
Miscellaneous Revenues	88,232	-	-	-	-100%
Other Financing Sources	-	-	190,429	190,429	#DIV/0!
Intrafund Revenue	239,607	236,473	245,025	8,552	4%
Total Revenues	\$ 1,842,273	\$ 1,816,644	\$ 2,588,404	\$ 771,760	42%
<u>Net County Cost</u>	\$ 10,176,809	\$ 9,469,693	\$ 9,850,336	\$ 380,643	4%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	82	79	84	5	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 is 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 2012-13 Recommended Budget of \$12,438,740 reflects an increase of 10% (\$1,152,403) over FY 2011-12 Adopted Budget. The recommended budget includes an increase of 5 staff to a recommended 84 positions. A salary savings of 3% (\$199,968) was used in calculating departmental salaries; related benefit savings were \$136,910 resulting in total recommended salary savings of \$336,878.

GOAL SETTING

Fiscal Goal

Generate new juvenile revenue pursuant to Welfare and Institutions Code 903.15 (appointed juvenile counsel registration fee).

- Metrics/Parameters to measure progress: Track revenues through monthly reports provided by the Auditor-Controller/Treasurer-Tax Collector's Revenue Reimbursement Division.

Operational Goal

Continue to avoid case declinations.

- Metrics/Parameters to measure progress: Maintain maximum workload capacity by utilizing enhanced Judicial Case Activity Tracking System (JCATS) case specific workload calculations in distribution of workload amongst attorneys.

Core Mission Goal

Continue to align staff levels to the operational needs of the department in order to improve the cost-effective delivery of services.

- Metrics/Parameters to measure progress: Utilize routine monitoring that compares workloads to staff capacity and experience level.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Throughout FY 2011-12 the County Administrative Office has monitored the operational impact of eight extra-help Defense Attorney I's to determine if it achieved the level of staffing required to prevent declining cases due to unavailability. It has been determined that the increase staffing has accomplished the goal of no declinations and with the revenues available, recommend the number of permanent full-

Public Defender -- 2880

time attorneys be increased by five positions and continue to retain three existing extra-help defense attorneys for ongoing operations. The County Administrative Office and department will continue to monitor the operational impact of the extra-help Defense Attorney I's with regard to the their effect on declining cases due to unavailability.

The recommended budget will result in the following program changes and impacts to public services:

- *Program changes:* The recommended budget provides the Public Defender with an improved staffing level to perform its vital function within the criminal justice system.
- *Impact on Public Services:* The recommended staffing level will contribute to the prevention of prolonged incarceration, jail overcrowding and the increased costs for the appointment of private counsel.

Salaries and Benefits

- Salaries and Benefits, recommended at \$11,182,720, represent a 10% increase (\$1,057,316) over the current fiscal year due to the difference between current year budget and actual expenditures and the recommended conversion of staff from extra-help to allocated positions.
- The total number of recommended positions is 84 positions, an increase of five permanent positions from the current year.
- Extra-help is recommended at \$141,726 to allow for the retention of three existing misdemeanor case Defense Attorney I's. Current year extra-help was budgeted at zero with adjustments made with the CAO throughout the current year to address operational needs.
- Retirement Contribution represents a 12% increase (\$359,554) primarily due to the five permanent positions being added.
- OASDI contribution represents a 34% increase (\$125,439) from the current year due largely to a miscalculation in the current year budget and the addition of the five permanent positions.

Services and Supplies

- Services and Supplies, recommended at \$1,256,020 represent an 8% increase (\$95,087) over the current year.

Recommended funding includes:

- Telephone Charges represents a 33% decrease (\$11,696) from the current year due to rate decreases from ITSD.
- Professional and Specialized Services represents a 39% increase (\$67,813) over the current year due to the increased needs of providing expert witnesses and trial evidence.
- Data Processing Services represent a 5% increase (\$10,740) over the current year due to rate increases.
- Facilities Operations and Maintenance represents a 15% increase (\$20,318) over the current year due to rate increases.
- Utilities represent a 15% decrease (\$16,154) from the current year due to rate decreases.

SUMMARY OF REVENUES

- Recommended revenues reflect a 42% overall increase (\$771,760) over the current year. Significant changes by specific revenue source are noted below.

Public Defender -- 2880

- 168% increase in allocated Criminal Justice Facility Construction Fund revenue.
- Inclusion of Assembly Bill 109 funding for FY 2012-13.
- 20% reduction Court Appointed Attorney Fees based on current collection rates.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3308 – Criminal Justice Facility Construction	377,358	377,358	1,010,800
Total	\$ 377,358	\$ 377,358	\$ 1,010,800
Acct # - Intergovernment Revenues – State			
3455 – Juvenile Drug Court	15,590	15,590	15,590
Total	\$ 15,590	\$ 15,590	\$ 15,590
Acct # - Charges for Services			
4906 – Court Appointed Attorney Fees	240,000	199,200	192,000
5047 – Cty Court Services (Title XX) Dependency	947,223	947,223	934,560
Total	\$ 1,187,223	\$ 1,146,423	\$ 1,126,560
Acct # - Other Financing Sources			
5951 – AB109	140,395	140,395	190,429
Total	\$ 140,395	\$ 140,395	\$ 190,429
Acct # - Intrafund			
5990 – Post Conviction Drug Court	31,703	31,703	31,703
5990 – Jobs2000	204,770	204,770	213,322
Total	\$ 236,473	\$ 236,473	\$ 245,025
Total Revenues	\$ 1,957,039	\$ 1,916,239	\$ 2,588,404

PENDING FACTORS

Anticipated Assembly Bill 118 revenues are unknown pending the adoption of the state budget. The FY 2012-13 Recommended Budget has used a best estimate based upon current fiscal year Assembly Bill 118 revenues consistent with other realigned County programs.

The department continues to utilize and further develop zero cost programs with:

- Alliant International University for behavioral health and substance abuse assessments and program placement, which reduces contracting for outside services.
- Law schools for court certified law student interns to directly assist attorneys.
- Local universities, colleges and schools for student interns to assist in all areas within the department.

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	\$ 126,724
1202	Legal Assistant III	1542	1	1	47,008
1204	Legal Assistant II	1281	3	3	117,234
1208	Chief Defense Attorney	D	2	2	245,596
1240	Defense Attorney I	1817	0	4	188,968
1241	Defense Attorney II	2511	7	10	688,570
1242	Defense Attorney III	3014	13	11	992,235
1243	Defense Attorney IV	3527	18	18	1,943,433
1245	Senior Defense Attorney	3795	8	8	931,840
1764	Defense Investigator I	1813	1	1	54,782
1765	Defense Investigator II	2197	8	8	530,850
2209	Administrative Services Assistant	1912	1	1	50,362
3070	Supervising Office Assistant II	1537	1	1	46,410
3080	Office Assistant III	1153	11	11	382,954
3140	Secretary III	1285	2	2	71,675
3255	Senior Accountant	2088	1	1	58,370
8088	Public Defender	B	1	1	137,280
Subtotal			79	84	\$ 6,614,291
Extra-help attorneys					141,726
Auto Allowance					6,156
Criminal Law Specialists Incentives					35,537
Bilingual Skill Pay					9,600
Less Salary Savings 3%					(199,968)
TOTAL REGULAR SALARIES					\$ 6,607,342

RECOMMENDED POSITIONS TO ADD (Effective July 23, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1240	Defense Attorney I	1817	4	\$ 320,776
1241	Defense Attorney II	2511	1	101,021
Cost of Positions Recommended to Add				5 \$ 421,797

Probation BUDGET 3430 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 19,342,270	\$ 19,697,733	\$ 22,624,876	\$ 2,927,143	15%
Services and Supplies	3,631,475	4,211,238	5,722,596	1,511,358	36%
Other Charges	255,582	348,000	348,000	-	0%
General Fixed Assets	22,003	55,189	48,446	(6,743)	-12%
Total Appropriations	\$ 23,251,330	\$ 24,312,160	\$ 28,743,918	\$ 4,431,758	18%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 1,042,738	\$ 1,073,974	\$ 685,000	\$ (388,974)	-36%
Intergovernment Revenues - St	9,672,442	14,104,675	12,985,728	(1,118,947)	-8%
Intergovernment Rev-Federal	1,952,202	1,890,000	1,800,000	(90,000)	-5%
Charges For Services	2,178,133	2,166,414	2,006,455	(159,959)	-7%
Miscellaneous Revenues	2,203,423	1,218,438	1,065,625	(152,813)	-13%
Other Financing Sources	-	-	6,685,153	6,685,153	100%
Intrafund Revenue	344,112	484,131	550,320	66,189	14%
Total Revenues	\$ 17,393,049	\$ 20,937,632	\$ 25,778,281	\$ 4,840,649	23%
<u>Net County Cost</u>	\$ 5,858,280	\$ 3,374,528	\$ 2,965,637	\$ (408,891)	-12%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	213	246	248	2	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PROBATION – 3430

FUNCTION

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

OVERVIEW

The FY 2012-13 Recommended Budget of \$28,743,918 reflects an 18% (\$4,431,758) increase in appropriations over the FY 2011-12 Adopted Budget primarily due to budgeting full-year costs for the Assembly Bill (AB) 109 program which became effective October 1, 2011. The FY 2012-13 Recommended Budget reflects a 23% (\$4,840,649) increase in estimated revenue over the FY 2011-12 Adopted Budget primarily due to full-year funding for AB 109 programs and additional Senate Bill 678 funding. A 3% (\$380,026) salary savings has been used in calculating Regular Salaries (Account 6100) in the recommended budget. A \$269,289 savings in combined, related benefits has also been calculated in the recommended budget for Retirement, OASDI, and Health Insurance. Staffing is recommended at 248 positions, an increase of 2 positions.

GOAL SETTING

The Probation Department has developed the following goals for FY 2012-13:

Overall Goal:

The overall goal of the Fresno County Probation Department is to enhance public safety through crime prevention, offender supervision, victim advocacy, and support of the court. Success is measured through the provision of evidence based services in the juvenile, adult, and institutional divisions; maximizing services to victims, including collection of restitution; successful completion of probation for offenders; and increasing level of rehabilitation programs provided to both juvenile and adult offenders.

Operational Goal:

Recognizing the historic legislation creating Assembly Bill (AB) 109 (Chapter 15, Statutes of 2011), the Public Safety Realignment Act of 2011, the operational goal of the Probation Department will be to fund, train, integrate and implement specific public safety services related to this population. Success will be measured through reduced victimization and increased public safety as seen in the provision of evidence based practices that include intensive supervision, increased referrals for mental health and substance abuse services, referrals to the adult day reporting center, electronic monitoring, flash incarceration and probation revocations. In addition, a key provision in the AB 109 plan includes a rigorous research and evaluation plan, which will measure the success of the program. The executive body of the Community Corrections Partnership will also provide oversight of the program.

Fiscal Goal:

The fiscal goal of the Probation Department is 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 in order to stay within the adopted net County cost and reviewing ongoing operations, contracts, and purchases of services and supplies to maximize each dollar spent. In addition, new and existing revenue streams are reviewed regularly to make sure Probation is getting the maximum revenue possible for the services provided by the department.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

As part of the FY 2011-12 state budget, the Legislature enacted a series of trailer bills that realigned approximately \$6.3 billion of programs from the State to Counties. The 2011 Realignment includes various Public Safety and Social Services programs. Grant programs/services included in this Org that were affected by 2011 Realignment include the Local Law Enforcement Services Account (LLESA) programs of Juvenile Probation Grant and Juvenile Justice Crime Prevention Act (JJCPA); and the Juvenile Justice Account program of Youthful Offender Block and Juvenile Reentry Grants. In addition, AB 109 programs are funded through the Local Community Corrections Account. The FY 2012-13 Recommended Budget maintains the current service level with full-year funding for AB 109 programs.

Salaries and Benefits

- Salaries and Benefits, recommended at \$22,624,876, represent a 15% (\$2,927,143) increase over the current year primarily due to full-year funding for positions associated with AB 109 programs, as well as the difference between budget instructions and actuals in the current year. Staffing is recommended at 248 positions, an increase of 2 positions over the current year.

Recommended funding includes:

- Account 6100, Regular Salaries, reflect a 12% (\$1,361,063) increase primarily due to full-year funding of AB 109 staff.
- The transfer of two Probation Technician positions from the Probation Grant Org 3432 to this Org due to the ending of the Evidence Based Probation Supervision program grant in September 2012. The grant provided start-up funding associated with the implementation of SB 678 (Chapter 608, Statutes of 2009), the California Community Corrections Performance Incentives Act. These positions will be funded with SB 678 funds. Senate Bill 678 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.
- Account 6300, Overtime reflects a 67% (\$122,112) increase based on estimated overtime usage associated with AB 109 after hour calls from law enforcement agencies.
- Account 6400, Retirement reflects a 20% (\$1,109,831) increase primarily due to the full-year funding of AB 109 staff and rates for FY 2012-13.
- Account 6670, Benefit Administration represents a 39% (\$9,664) increase based on rates for FY 2012-13.

Services and Supplies

- Services and Supplies, recommended at \$5,722,596, represent a 36% (\$1,511,358) increase over the current year.

Recommended funding includes:

- Account 7039, Mobile Communications represent a 146% (\$111,865) increase due to lease costs associated with replacing radios used by Deputy Probation Officers (DPOs) and rates set for FY 2012-13. Deputy Probation Officers radios were replaced at the end of FY 2011-12 to meet new regulatory requirements which are effective on January 1, 2013.
- Account 7040, Telephone Charges, reflect a 12% (\$18,196) decrease based on rates for FY 2012-13.

- Account 7101, Liability Insurance represents a 37% (\$44,098) increase and Account 7175, Insurance-Other reflects an 82% (\$4,554) increase based on rates for FY 2012-13 and past claim history.
- Account 7295, Professional & Specialized Services reflect a 118% (\$1,154,135) increase primarily due to full-year contract costs associated with AB 109 programs (\$632,331) and the Day Reporting Center for non-AB 109 offenders (\$300,000). Contract costs are for electronic monitoring, evaluation of AB 109 programs, Day Reporting Center services, and a notification system for AB 109 offenders. The Adult Day Reporting Center (for non-AB 109 offenders) is offset with SB 678 funds starting October 1, 2012 (this program is offset with SB 678 start-up funds in Org 3432 during the first quarter of FY 2012-13).
- Account 7340, Rents and Leases-Building represent a 190% (\$149,892) increase primarily due to the lease on Winery Avenue (for AB 109 staff) entered into midyear FY 2011-12.

Other Charges

- Other Charges are recommended at the current year level of \$348,000. The recommended appropriation provides funding for Department of Juvenile Justice placements as ordered by the Court.

Fixed Assets

Fixed Assets, recommended at \$48,446, represent appropriations for the Tree Fresno project funded with Indian Gaming Special Distribution revenue.

SUMMARY OF REVENUES

- Revenues are recommended at \$25,778,281, a 23% (\$4,840,649) increase over the current year primarily due to the full-year funding for AB 109 programs, additional SB 678 funding, and NCC carryover.
- Fines, Forfeitures and Penalties – Reflect a 36% (\$388,974) decrease due to a reduction in Adult Offender Work Program fees based on estimated actuals for FY 2011-12 and the elimination of Criminal Justice Temporary Construction funds previously included in this budget.
- Intergovernmental Revenues-State – Represent an 8% (\$1,118,947) decrease primarily due to recognizing JJCPA, Juvenile Reentry, Youthful Offender Block Grant, and the LLESA Juvenile Probation Activities funds in Other Financing Sources for FY 2012-13 due to the State realignment of these revenues in FY 2011-12 pursuant to AB 118 (Chapter 40, Statutes of 2011). Still reflected in this account is SB 678 revenue which is estimated at \$5.6 million in FY 2012-13.
- Intergovernmental Revenues-Federal – Represent a 5% (\$90,000) decrease based on anticipated Title IV-E revenue for FY 2012-13.
- Charges for Services – Reflect a 7% (\$159,959) decrease from the current year primarily due to a reduction in Adult Supervision fees based on estimated actuals for FY 2011-12.
- Miscellaneous Revenues – Represent a 13% (\$152,813) decrease based on anticipated Targeted Case Management revenues for FY 2012-13.
- Other Financing Sources – Total of \$6,685,153 includes \$2,381,541 in realigned revenue for Juvenile Probation Activities, JJCPA, Juvenile Reentry, and Youthful Offender Block Grant funds that were previously budgeted in Intergovernmental Revenues-State. In addition, it includes a total of \$4,303,612 from the Local Community Corrections Account for AB 109 programs.
- Intrafund Revenues – Reflect a 14% (\$66,189) increase based on anticipated funding for Deputy

Probation -- 3430

Probation Officers funded by other County departments for FY 2012-13.

- Net County Cost (NCC) Carryover – The Probation Department's NCC allocation for FY 2012-13 includes an additional \$913,061 that is based on the department's projected NCC carryover from FY 2011-12. The carryover is based on budget instructions and CAO approval for 100% of projected NCC savings from FY 2011-12.

Revenues	FY 2010-11 Adopted	FY 2010-11 Estimated Actual	FY 2011-12 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3308 – Criminal Justice Temporary Cons. Funds	113,974	113,974	0
3320 – Adult Offender Work Program	960,000	656,206	685,000
Total	\$ 1,073,974,	\$ 770,180	\$ 685,000
Acct # - Intergovernment Revenues-State			
3575 – State Other	7,416,995	8,413,408	6,062,282
3577 – Proposition 172	6,632,491	7,068,758	6,875,000
3591 – State Indian Gaming	55,189	6,743	48,446
Total	\$ 14,104,675	\$ 15,488,909	\$ 12,985,728
Acct # - Intergovernment Revenues-Federal			
4380 – Federal Other – Title IV-E	1,890,000	1,890,255	1,800,000
Total	\$ 1,890,000	\$ 1,890,255	\$ 1,800,000
Acct # - Charges for Services			
4895 – Personnel Services	639,064	642,391	658,255
4957 – Presentence Invest. Reports	55,000	46,176	50,000
5031 – Work Furlough	5,000	5,785	5,500
5081 – Restitution-Collection Fee	10,000	3,241	2,200
5082 – Installment-Collection Fee	4,000	3,185	3,000
5083 – Diversion Program Fee	10,000	8,922	9,000
5084 – Drug Testing Fee	472,300	509,762	520,000
5085 – Adult Supervision Fee	900,000	667,532	700,000
5086 – Juvenile Electronic Monitoring	25,000	17,484	18,000
5087 – Juvenile Admin Screening Fee	40,000	34,840	35,000
5088 – Domestic Violence Treatment Provider Fee	2,250	2,500	2,500
5089 – Juvenile Record Sealing	3,800	2,970	3,000
Total	\$ 2,166,414	\$ 1,944,788	\$ 2,006,455
Acct # - Miscellaneous Revenues			
5880 – Misc. Other-Targeted Case Management	1,218,438	1,389,457	1,065,625
Total	\$ 1,218,438	\$ 1,389,457	\$ 1,065,625
Acct # - Other Financing Sources			
5951 – Local Community Corrections-AB 109	0	0	4,303,612
5951 – Juvenile Probation and Camp Funds	0	0	226,125
5951 – Juvenile Justice Crime Prevention Act	0	0	1,638,987
5951 – Youthful Offender Block Grant	0	0	183,074
5951 – Juvenile Re-Entry	0	0	333,355
Total	\$ 0	\$ 0	\$ 6,685,153
Acct # - Intrafund			
5990 – Intrafund Revenue	484,131	645,457	550,320
Total	\$ 484,131	\$ 645,457	\$ 550,320
Total Revenues	\$ 20,937,632	\$ 22,129,046	\$ 25,778,281

PENDING FACTORS

Proposition 172 funding is budgeted at a 6% increase over the FY 2011-12 Adopted Budget level based on current year actual receipts. Representatives of the Justice agencies (Sheriff, District Attorney, and Probation) met with the Auditor-Controller/Treasurer-Tax Collector and the County Administrative Office to review projections and all agreed to the percentage increase. Representatives of these agencies will continue to monitor this revenue source and any significant deviations that materialize, will be reported to your Board.

The Adopted FY 2011-12 State Budget included a trigger if certain revenue projections were not met, which would require counties to pay \$125,000 per juvenile committed to the Department of Juvenile Justice (DJJ) starting January 1, 2012. This trigger was revised in the Governor's FY 2012-13 proposed budget issued in January 2012 to instead close DJJ by not accepting new commitments beginning January 1, 2013 and return this responsibility to counties. In the May Revise, the Governor has revised this proposal to keep DJJ open and allow commitments to DJJ from counties provided other operational efficiencies and policy changes are added including charging counties \$2,000 a month (\$24,000 annually) beginning July 1, 2013. This new charge would apply to each ward currently housed at DJJ (including those with gang enhancements) and those committed to DJJ from that date forward. Currently, Fresno County annually pays \$2,580 for category 1-4 wards, \$22,288 for category 5 wards, and there are no charges for any wards with gang enhancements. Based on Fresno County's current commitments at DJJ of 73 (from all the above categories, including those with gang enhancements), the annual cost is approximately \$225,000. Under the Governor's May Revise proposal, the annual cost is estimated to be \$1,752,000, approximately \$1.5 million more than Fresno County currently pays for DJJ commitments. If this proposal is adopted, the Probation Department would be required to use available fund balance in Probation designated accounts (that were realigned to the Local Revenue Fund 2011) to offset these additional costs. The prior plan was that the fund balances assigned to Probation would be carried over to cover potential budget shortfalls associated with an anticipated substantial reduction in SB 678 funding starting in FY 2013-14.

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	\$ 1,043,893
2005	Deputy Probation Officer IV	1960	56	56	3,602,413
2007	Deputy Probation Officer III	1773	45	45	2,606,466
2010	Deputy Probation Officer II	1574	2	2	103,291
2015	Deputy Probation Officer I	1329	30	30	1,173,721
2023	Juvenile Correctional Officer II	1520	1	1	50,440
2045	Probation Division Director	E	3	3	244,452
2065	Probation Technician I	1053	8	9	251,205
2066	Probation Technician II	1183	10	11	412,284
2213	Systems & Procedures Analyst III	2164	1	1	68,380
2240	Sr. Systems & Procedures Analyst	2423	1	1	76,570
2260	Probation Business Manager	E	1	1	79,482
2291	Staff Analyst I	1597	1	1	43,242
2293	Staff Analyst III	2048	1	1	64,740
3010	Chief Office Assistant	1537	2	2	97,188
3070	Supervising Office Assistant II	1399	5	5	226,310
3080	Office Assistant III	1049	31	31	1,067,649
3110	Office Assistant II	940	6	6	165,971
3125	Office Assistant I	837	9	9	206,137
3143	Secretary II Conf.	1067	1	1	35,412
3161	Secretary IV Conf.	1313	1	1	43,576
2209	Administrative Services Assistant	1845	1	1	55,179
3215	Accountant II	1743	2	2	110,188
3255	Senior Accountant	2036	1	1	64,350
3260	Account Clerk III	1106	4	4	146,744
3262	Supervising Accountant	2220	1	1	70,174
3621	Program Technician II	1393	1	1	46,254
3622	Program Technician I - Conf.	1266	2	2	75,818
3623	Program Technician II - Conf.	1416	1	1	46,982
3705	Information Technology Analyst II	1638	1	1	51,092
3707	Information Technology Analyst IV	2302	2	2	145,496
8085	Chief Probation Officer	FLAT	1	1	128,386
Subtotal			246	248	\$ 12,603,485
					6,156
					24,600
					33,280
					(380,026)
TOTAL REGULAR SALARIES					\$ 12,287,495

POSITIONS APPROVED FOR TRANSFER TO ORG 3430 FROM ORG 34321950 (Effective October 1, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>
2065	Probation Technician I	1053	1
2066	Probation Technician II	1183	1
Total Positions Transferred In			2

Probation – Grants -- 3432

Probation - Grants BUDGET 3432 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,640,049	\$ 1,652,761	\$ 1,561,092	\$ (91,669)	-6%
Services and Supplies	374,189	1,004,664	451,382	(553,282)	-55%
Total Appropriations	\$ 2,014,239	\$ 2,657,425	\$ 2,012,474	\$ (644,951)	-24%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 474,475	\$ 487,482	\$ 452,005	\$ (35,477)	-7%
Intergovernment Rev-Federal	797,817	1,508,082	883,567	(624,515)	-41%
Charges For Services	38,004	36,800	36,283	(517)	-1%
Miscellaneous Revenues	9,591	14,000	14,000	-	0%
Intrafund Revenue	393,142	395,467	360,495	(34,972)	-9%
Total Revenues	\$ 1,713,030	\$ 2,441,831	\$ 1,746,350	\$ (695,481)	-28%
<u>Net County Cost</u>	\$ 301,209	\$ 215,594	\$ 266,124	\$ 50,530	23%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	24	21	19	(2)	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PROBATION - GRANTS - 3432

FUNCTION

The Probation Grants budget contains recommended appropriation for eight programs funded by State and Federal grants and one program funded by the Fresno County Superintendent of Schools.

OVERVIEW

The FY 2012-13 Recommended Budget of \$2,012,474 reflects a 24% (\$644,951) decrease in appropriations and 28% (\$695,481) decrease in revenues from the FY 2011-12 Adopted Budget. The decrease in appropriations and revenues is due to the end of the Disproportionate Minority Contact-Technical Assistance Project and Evidence Based Probation Supervision Program on September 30, 2012. Staff is recommended at 19 positions, a reduction of 2 positions.

SUMMARY OF CAO RECOMMENDATIONS

Grant Programs

Drug Suppression Program - Probation Team (\$108,325)

Grant Funds:	\$53,725	County Match:	\$54,600
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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 Org (31116313) and funds one Deputy Probation Officer position.

Victim Witness Service Center (\$854,742)

Grant Funds:	\$684,324	County Match:	\$170,418
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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 (\$166,106)

Grant Funds:	\$125,000	County Match	\$41,106
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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. In addition, the grant funds 15% of a Program Technician position.

Post-Conviction Drug Court (PCDC) (\$306,770)

Grant Funds:	\$306,770	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 Substance Abuse Services budget and funds two Deputy Probation Officer, one Office Assistant, and one Probation Technician positions.

Juvenile Drug Court (\$40,872)

Grant Funds: \$40,872 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 funds one part-time extra-help Deputy Probation Officer position. Part-time staff from the District Attorney, Public Defender, and Behavioral Health are also funded by this grant.

Prevent Repeat Impaired Driving Effectively (PRIDE) (\$151,631)

Grant Funds: \$151,631 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, violation of probation, and a danger to the community. The program provides funding for one Deputy Probation Officer position.

Juvenile Detention – Foster Youth Services Program (JD-FYSP) (\$36,283)

Grant Funds: \$36,283 County Match: None

This program provides a liaison at the Court Schools located at the Juvenile Justice Campus. The extra-help Juvenile Correctional Officer works with the Fresno County Office of Education's Foster Youth Services Program Coordinator, Foster Youth Consultants, and the Education Services Specialist to implement the Juvenile Detention Foster Youth Services program's goals and objectives.

Disproportionate Minority Contact-Technical Assistance Project – (DMC-TAP) (\$50,000)

Grant Funds: 50,000 County Match: None

This program provides funding to support Probation departments in understanding and identifying DMC and implementing broad systems reform. It is designed to equip these agencies with the tools and resources needed to provide leadership in developing and/or strengthening community-based DMC reduction activities. The program funds 25% of a Probation Services Manager position and consulting services. The program ends September 30, 2012.

Evidence Based Probation Supervision Program – (SB 678 Start-Up) (\$297,745)

Grant Funds: \$297,745 County Match: None

This one-time grant is designated as seed money for the implementation of SB 678 (Leno and Benoit, Statutes of 2009) designed to reduce the number of offenders returning to California state prisons. The allocation allows funding for the maintenance of the evidence-based risk and needs assessment tool and a Day Reporting Center for eligible adult felons to receive evidence-based probation supervision and programming. The program funds two Probation Technician positions to complete the risk and needs assessment evaluation on probationers. The program ends September 30, 2012.

Salaries and Benefits

- Salaries and Benefits represent a 6% (\$91,669) decrease from the current year primarily due to the ending of the SB 678 Start-Up grant in September 2012. Staffing is recommended at 19 positions, a decrease of 2 positions. The recommended budget includes the transfer of two Probation Technician positions from the SB 678 start-up grant to Probation Org 3430 to be funded with SB 678 funds effective October 1, 2012.

Services and Supplies

- Services and Supplies represent a 55% (\$553,282) decrease from the current year primarily due to the ending of the Evidence Based Probation Supervision Program and the DMC-TAP grant on September 30, 2012.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,746,350 a 28% (\$695,481) decrease from the current year primarily due to the ending of two grant programs on September 30, 2012.
 - State Aid (\$452,005) – Represents a 7% (\$35,477) decrease from the current year due to the ending of the DMC-TAP grant on September 30, 2012.
 - Federal Aid (\$883,567) – Reflects a 41% (\$624,515) decrease from the current year due to the ending of the SB 678 start-up grant on September 30, 2012.
 - Charges for Services (\$36,283) – Reflects a 1% (\$517) decrease from the current based on estimated costs for FY 2012-13.
 - Miscellaneous Revenues (\$14,000) – Reflects no change from the current year allocation.
 - Intrafund Revenues (\$360,495) – Represents a 9% (\$34,972) decrease from the current year primar due to the reduction in funding for the Drug Suppression program.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – State			
3575 – State - Other - Juvenile Drug Court	40,872	53,903	40,872
3575 – State - Other - Victim Witness	361,133	361,133	361,133
3575 – State - Other - DMC	85,477	63,102	50,000
Total	\$ 487,482	\$ 478,138	\$ 452,005
Acct # - Intergovernment Revenues – Federal			
4380 – Federal-Other-Victim Witness	309,191	309,191	309,191
4380 – Federal-Other-Elder Abuse	125,000	125,000	125,000
4380 – Federal-Other-OTS PRIDE	159,783	125,503	151,631
4380 – Federal-Other-SB 678	914,108	850,623	297,745
Total	\$ 1,508,082	\$ 1,410,317	\$ 883,567
Acct # - Charges for Services			
4895 – Personnel Services - JD-FYSP	36,800	36,800	36,283
Total	\$ 36,800	\$ 36,800	\$ 36,283
Acct # - Miscellaneous Revenues			
5800 – Miscellaneous- used for V/W Donation	14,000	17,084	14,000
Total	\$ 14,000	\$ 17,084	\$ 14,000
Acct # - Intrafund			
5990 – Intrafund NET	59,718	53,275	53,725
5990 – Intrafund - PCDC	335,749	327,717	306,770
Total	\$ 395,467	\$ 380,992	\$ 360,495
Total Revenues	\$ 2,441,831	\$ 2,323,331	\$ 1,746,350

Probation – Grants -- 3432

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	\$ 74,828
2005	Deputy Probation Officer IV	1960	1	2	130,052
2007	Deputy Probation Officer III	1773	3	1	58,864
2015	Deputy Probation Officer I	1329	0	1	36,445
2033	Victim Witness Advocate	1219	10	10	376,608
2066	Probation Technician II	1183	1	0	8,828
2065	Probation Technician I	1053	2	1	37,831
3080	Office Assistant III	1049	2	2	69,468
3621	Program Technician II	1393	1	1	46,254
Subtotal			21	19	\$ 839,178
Bilingual Pay					3,000
TOTAL REGULAR SALARIES					\$ 842,178

POSITIONS APPROVED FOR TRANSFER FROM ORG 34321950 TO ORG 3430 (Effective October 1, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>
			1
2065	Probation Technician I	1053	1
2066	Probation Technician II	1183	
			2
Total Positions Transferred Out			

Probation – Juvenile Justice Campus -- 3440

Prob-Juvenile Justice Campus BUDGET 3440 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 29,105,350	\$ 28,802,863	\$ 29,225,879	\$ 423,016	1%
Services and Supplies	4,805,560	4,707,074	4,886,619	179,545	4%
Total Appropriations	\$ 33,910,910	\$ 33,509,937	\$ 34,112,498	\$ 602,561	2%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 809,688	\$ 897,188	\$ -	\$ (897,188)	-100%
Intergovernment Revenues - St	13,971,636	13,125,097	7,413,000	(5,712,097)	-44%
Charges For Services	160,571	138,000	130,000	(8,000)	-6%
Miscellaneous Revenues	680	-	-	-	-100%
Other Financing Sources	-	-	5,430,768		
Intrafund Revenue	20,963	18,733	18,733	-	0%
Total Revenues	\$ 14,963,539	\$ 14,179,018	\$ 12,992,501	\$ (1,186,517)	-8%
<u>Net County Cost</u>	\$ 18,947,371	\$ 19,330,919	\$ 21,119,997	\$ 1,789,078	9%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	277	277	277	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PROBATION-JUVENILE JUSTICE CAMPUS – 3440

FUNCTION

The Juvenile Justice Campus 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 California Corrections Standards Authority. 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. The division also provides support to the Supervised Home Detention program for minors pending Juvenile Court proceedings pursuant to the California State Welfare and Institutions Code.

OVERVIEW

The FY 2012-13 Recommended Budget of \$34,112,498 represents a 2% (\$602,561) increase in appropriations over the FY 2011-12 Adopted Budget primarily due to increases in retirement costs and facility operations and maintenance charges. The FY 2012-13 Recommended Budget reflects an 8% (\$1,186,517) decrease in estimated revenue from FY 2011-12 due to the elimination of Criminal Justice Temporary Construction and State Vehicle Theft Reduction funds previously included in this budget. A 6% (\$849,659) salary savings has been used in calculating Regular Salaries (Account 6100) in the recommended budget. A \$458,561 savings in combined, related benefits has also been calculated in the recommended budget for Retirement, OASDI, and Health Insurance Contribution. Staffing is recommended at 277 positions, which is at the same level as FY 2011-12.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

In 1992, your Board authorized a resolution implementing Section 9250.14 of the Vehicle Code which permitted Fresno County to add a \$1.00 assessment to vehicles registered with a Fresno County address. The funds can be used for programs which enhance the capacity of local police and prosecutors to deter, investigate and prosecute vehicle theft crimes. In 1992, your Board approved the use of the funds to address juvenile vehicle theft offenders in Fresno County by increasing staffing capacity at Juvenile Hall by approximately 24 beds. Due to the spike in auto theft among adults, the recommended budget removes this funding source from this Org and allocates the funding (approximately \$700,000) to the Sheriff's Office Org 3111 to implement an auto theft program for adults.

As part of the FY 2011-12 State Budget, the Legislature enacted a series of trailer bills that realigned approximately \$6.3 billion of programs from the State to Counties. The 2011 Realignment includes various Public Safety and Social Services programs. Grant programs/services included in this Org that were affected by 2011 Realignment include the Local Law Enforcement Services Account (LLESA) programs of Juvenile Probation Activities and Juvenile Camps and Ranches; and the Juvenile Justice Account program of Youthful Offender Block Grant.

Salaries and Benefits

- Salaries and Benefits, recommended at \$29,225,879 represent a 1% (\$423,016) increase over the current year primarily due to an increase in retirement rates and adjustments in extra-help and overtime costs based on current year usage. Staffing is recommended at the current year level of 277 positions.

Recommended funding includes:

- Account 6200, Extra-Help reflects a 16% (\$207,633) increase based on current and prior year usage.
- Account 6300, Overtime reflects a 10% (\$224,924) increase based on current and prior year usage.
- Account 6350, Unemployment Insurance reflects an 8% (\$11,958) decrease based on past claim history.
- Account 6400, Retirement reflects a 4% (\$293,153) increase based on rates for FY 2012-13.
- Account 6550, Workers' Compensation reflects a 10% (\$99,581) increase based on past claim history.

Services and Supplies

- Services and Supplies, recommended at \$4,886,619, represent a 4% (\$179,545) increase over the current year primarily due to an increase in facility operations and maintenance charges.

Recommended funding includes:

- Account 7040, Telephone Charges reflect a 17% (\$11,868) reduction based on rates and anticipated usage for FY 2012-13.
- Account 7101, Liability Insurance reflects a decrease of 12% (\$6,757) based on FY 2012-13 rates.
- Account 7220, Maintenance-Buildings and Grounds reflect a 100% (\$28,000) decrease and Account 7221 Building Maintenance-General Services reflect a 100% (\$35,000) increase due to a reallocation of appropriations to the appropriate account and an increase based on actual usage.
- Account 7345, Facility Services Rent reflects a 25% (\$265,530) increase based on rates for FY 2012-13.
- Account 7611, Security Services reflects a 58% (\$34,832) decrease based on rates for FY 2012-13.

SUMMARY OF REVENUES

- Revenues are recommended at \$12,992,501, an 8% (\$1,186,517) decrease primarily due to the elimination of Criminal Justice Temporary Construction and State Vehicle Theft Reduction funds previously included in this budget.
 - Fines, Forfeitures and Penalties – No revenue is budgeted in this account for FY 2012-13 due to the elimination of Criminal Justice Temporary Construction funds previously included in this budget.

- Intergovernmental Revenues-State – Reflect a 44% (\$5,712,097) reduction due to recognizing Youthful Offender Block Grant and LLESA Juvenile Probation Activities and Juvenile Probation and Camp Funds in Other Financing Sources for FY 2012-13 due to the State realignment of these revenues in FY 2011-12 pursuant to AB 118 (Chapter 40, Statutes of 2011). In addition, it reflects the elimination of State Vehicle Theft Reduction revenue previously budgeted in this Org that are recommended for transfer to the Sheriff's Org 3111.
- Charges for Services – Reflect a 6% (\$8,000) decrease based on actual receipts in FY 2011-12.
- Other Financing Sources – A total of \$5,430,768 in Youthful Offender Block Grant, Juvenile Probation Activities, and Juvenile Probation and Camp funds are reflected in this account. These revenue sources were budgeted in Intergovernmental Revenue-State in the current year.
- Intrafund Revenues – Reflect the same level of funding as the current year and represents the percentage of cost of a Supervising Office Assistant position that is cost applied to Probation 3430.

Revenues	FY 2010-11 Adopted	FY 2010-11 Estimated Actual	FY 2011-12 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3308 – Criminal Justice	897,188	897,188	0
Total	\$ 897,188	\$ 897,188	\$ 0
Acct # - Intergovernment Revenues – State			
3468 – Motor Vehicle Registration	738,533	705,541	0
3575 – State Other	5,426,073	5,419,962	0
3586 – School Lunch and Milk	628,000	538,007	538,000
3577 – Proposition 172	6,332,491	6,522,466	6,875,000
Total	\$ 13,125,097	\$ 13,185,976	\$ 7,413,000
Acct # - Charges for Services			
5035 – Juv Hall - Private Fees	138,000	131,304	130,000
Total	\$ 138,000	\$ 131,304	\$ 130,000
Acct # - Other Financing Sources			
5951 – Youthful Offender Block Grant	0	0	2,710,349
5951 – LLESA-Juvenile Probation Activities	0	0	1,742,156
5951 – LLESA-Juvenile Probation and Camp	0	0	978,263
Total	\$ 0	\$ 0	\$ 5,430,768
Acct # - Intrafund			
5990 – Intrafund	18,733	18,733	18,733
Total	\$ 18,733	\$ 18,733	\$ 18,733
Total Revenues	\$ 14,179,018	\$ 14,233,201	\$ 12,992,501

PENDING FACTORS

Proposition 172 funding is budgeted at a 6% increase over the FY 2011-12 Adopted Budget level based on current year actual receipts. Representatives of the Justice agencies (Sheriff, District Attorney, and Probation) met with the Auditor-Controller/Treasurer-Tax Collector and the County Administrative Office to review projections and all agreed to the percentage increase. Representatives of these agencies will continue to monitor this revenue source and any significant deviations that materialize, will be reported to your Board.

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	3	3	\$ 223,183
2007	Deputy Probation Officer III	1773	1	1	58,864
2015	Deputy Probation Officer I	1329	1	1	35,412
2021	Supervising Juvenile Correctional Officer	2017	15	15	1,002,836
2022	Senior Juvenile Correctional Officer	1751	47	47	2,720,203
2023	Juvenile Correctional Officer II	1520	155	155	7,783,297
2025	Juvenile Correctional Officer I	1242	25	25	852,234
2045	Probation Division Director	E	2	2	162,968
3161	Secretary IV - Conf.	1313	2	2	87,152
3070	Supervising Office Assistant II	1399	1	1	46,410
3080	Office Assistant III	1049	2	2	69,628
3125	Office Assistant I	837	3	3	68,804
3420	Stock Clerk I	799	1	1	25,246
3432	Supervising Stock Clerk	1302	1	1	43,186
5027	Dietary Aide I	784	2	2	41,787
5028	Dietary Aide II	829	1	1	29,302
5029	Dietary Aide III	883	4	4	117,208
5052	Senior Maintenance Janitor	1008	2	2	63,700
5055	Janitor	857	6	6	142,220
5130	Washer	810	3	3	80,730
Subtotal			277	277	\$ 13,654,370
Holiday Pay					223,874
Detention Facility Differential					24,960
Shift Differential					235,583
Bilingual Pay					22,200
Less Salary Savings (6%)					(849,659)
TOTAL REGULAR SALARIES					\$ 13,311,328

Child Support Services -- 5110

Child Support Services BUDGET 5110 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 18,815,835	\$ 19,830,417	\$ 18,871,218	\$ (959,199)	-5%
Services and Supplies	3,221,917	3,243,614	3,494,489	250,875	8%
Residual Equity Transfers(Out)	22,725	-	-	-	-100%
Total Appropriations	\$ 22,060,477	\$ 23,074,031	\$ 22,365,707	\$ (708,324)	-3%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 7,441,664	\$ 7,810,105	\$ 7,568,546	\$ (241,559)	-3%
Intergovernment Rev-Federal	15,564,038	15,160,793	14,691,882	(468,911)	-3%
Miscellaneous Revenues	759	-	-	-	-100%
Intrafund Revenue	95,788	103,133	105,279	2,146	2%
Total Revenues	\$ 23,102,249	\$ 23,074,031	\$ 22,365,707	\$ (708,324)	-3%
<u>Net County Cost</u>	\$ (1,041,772)	\$ -	\$ -	\$ -	-100%
Revenues in excess of expenses is a result of timing differences in adjusting revenue advances to actual expenses.					
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	232	232	232	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

DEPARTMENT OF CHILD SUPPORT SERVICES – 5110

FUNCTION

The Fresno County Department of Child Support Services (FDCCSS) 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 promote the financial, medical and emotional well-being of children. In the process, we are committed to improving the performance of the Fresno County Child Support Program and increasing total collections annually.

OVERVIEW

The FY 2012-13 Recommended Budget of \$22,365,707 reflects a 3% (\$708,324) decrease in appropriations and revenues from the FY 2011-12 Adopted Budget. There is no net County cost associated with this budget. Staffing is recommended at 232 positions. A 2% (\$210,025) salary savings has been used in calculating the Regular Salaries (Account 6100) in the recommended budget. The related benefit cost savings (\$153,393) were also calculated for the Retirement (\$112,261), OASDI (\$16,030), and Health Insurance (\$25,102) accounts.

GOAL SETTING

Because the Fresno County Department of Child Support Services is responsible for carrying out the Federal Child Support Program for the State of California, our goals are as follows:

Fiscal Goal: Cost Effectiveness

Ensure FDCCSS continues to operate efficiently and effectively while we remain one of the Top 5 Counties in California for Cost Effectiveness. 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 is challenged to be at a minimum of \$2.25 collected for every dollar expended. 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 in that for every dollar expended, our local agency collects and distributes on average \$3.70.

The FY 2012-13 goals are:

- Continue to maximize efficiencies through reengineering, training and automation
- Maintain FDCCSS Cost Effectiveness/Cost of Collections at \$3.70 or higher
- Increase Overall Departmental Collections by \$2.5M for a total of \$84M

Operational Goal: Excellent Customer Service

Ensure FDCCSS continues to provide timely and responsive services to Child Support customers. This is and will continue to be measured quarterly by FDCCSS Supervisory and Management staff. The primary focus groups for this measure are the customer service teams. The specific measure associated with this stated goal is to continue to decrease interview and wait times by continuing education for staff as well as finding efficiencies associated with customer contact whether in-person or by phone.

The FY 2012-13 goals are:

- Walk-in Teams – The current average wait time for customers to be interviewed is 20-23 minutes. The goal is to have an average wait time of no more than 20 minutes.
- Level 1 (Call Center) and Level 2 (Phone Team) – FDCCSS operates with a two tier call system. For customers who quickly need to update information or obtain information, they generally receive immediate assistance by the Level 1 (Call Center) which is operated by Child Support Assistants. For customers who have complex information to be conveyed or received, they are referred to Level 2 (Phone Team) where the customer will receive a call back. This team is operated by Child Support Officers. The current wait time for Level 1 calls is within 10 minutes. The goal for Level 1 is to have customer's wait time no more than 7 minutes. The current call back time at Level 2 is within 48 hours. The goal for Level 2 is to have the majority of calls successfully returned within 24 hours on a regular routine basis.
- Court Team – FDCCSS has a team of Child Support Officers who are assigned to manage pre-court interviews at court. Currently, the average pre-court interview time is approximately 60 minutes. On the day of their court hearing, all parties present for court are interviewed prior to the time of their hearing. Because of this process, the goal is to reduce the average interview time to no more than 40 minutes per interview so we are not delaying the courts in hearing the case in a timely manner.

Core Mission Goal: Establishment and Enforcement of Court Orders

Ensure that FDCCSS is assisting families with establishing parentage and the establishment and enforcement of child support orders. Our department promotes financial, medical and emotional well-being of children. We are committed to improving our performance by continuing to seek orders establishing paternity, medical support and child support. Each of these areas are Federal and State performance expectations measured and reported monthly through California's statewide electronic child support system. Because this is a Federal program, California collapses all county performance measures into one statewide number and reports California's performance on a Federal fiscal year end. The State provides each County with goals in order to drive and improve statewide performance. Fresno County's goals identified below are based on maintaining or improving performance using FY 2011-12 as the baseline.

The FY 2012-13 goals are:

- Increase Current Support Distributed from 59% by 1% for a total of 60% distributed current support collections
- Increase Collections on Arrearages from 62.92% by 2% for a total of 64.92% of cases with arrearages collections
- Maintain the current rate of 100% of Paternity Establishment
- Maintain the current rate of 90% of Court Order Establishment

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits, recommended at \$18,871,218, represent a 5% (\$959,199) decrease from the current year. Staffing is recommended at 232 positions, no changes from current year.

Recommended funding includes:

- Salaries and Benefits for 232 employees increased for any steps increases and decreased by negotiated salary reductions.

- Account 6200, Extra-Help represents a 100% increase (\$125,000) to provide temporary staff to help during peak periods.
- Account 6300, Overtime represents a 67% increase (\$50,000) to fund special projects related to State performance measures.
- Account 6350, Unemployment Insurance represents an 8% (\$6,348) decrease based on the actual department's claim calculation provided by Risk Management.
- Account 6400, Retirement Contribution represents a 1% (\$61,214) decrease as a result of an offset in salary reductions and the retirement rate increase.
- Account 6500, OASDI Contribution represents a 6% (\$53,359) decrease based on the reduction in salaries.
- Account 6550, Workers' Compensation Contribution represents a 3% (\$13,769) decrease based on Risk Management estimates obtained from actual historical expenditures.
- Account 6600, Health Insurance Contribution represents a 5% (\$79,459) decrease based on the quantity of staff participating, dependent coverage and the projected vacancy rates.
- Account 6670, Benefit Administration represents a 4% (\$1,326) increase based on the allocated amount.
- Salary savings is budgeted at 2% to reflect vacant positions.

Services and Supplies

- Services and Supplies, recommended at \$3,494,489 represents an 8% (\$250,875) increase over the current year.

Recommended funding includes:

- Account 7101, Liability Insurance represents a 30% (\$4,179) decrease based on the allocated amount.
- Account 7221, Building Maintenance—GSA represents a 100% (\$40,000) increase based on anticipated required maintenance and projects.
- Account 7265, Office Expense represents a 1% (\$2,086) increase in costs based on current year actual expenditures for supplies and equipment being utilized or replaced.
- Account 7268, Postage represents a 23% (\$30,000) increase based on current year actual usage, anticipated postage rate increase and special projects/outreach geared at increasing collections.
- Account 7295, Professional and Specialized Services represents a 27% (\$160,863) increase in contracted services to meet departmental goals and projects.
- Account 7345, Facility Operation & Maintenance represents a 27% (\$100,500) increase based on the estimates for basic services from ISD.
- Account 7415, Transportation, Travel & Education represents a 67% increase (\$20,000) to address staff training needs and the related travel expenditure.
- Account 7430, Utilities represents a 17% (\$45,505) decrease based on the estimates from ISD based on actual expenditure.
- Account 7565, Countywide Cost Allocation represents a 23% (\$65,479) decrease in the department's calculated contributions prepared by the ACTTC.

- Account 7611, Security Services represents a 15% (\$20,776) increase in the department's rate provided by ISD based on the services provided.

SUMMARY OF REVENUES

- Revenues are recommended at \$22,365,707, a 3% (\$708,324) decrease from the current year. The department's budget and revenue allocation are pending on the final State funding allocation. The department receives two separate and distinct funding allocations, administrative (\$20,871,646) and electronic data processing (\$1,388,782). The department receives funding via the State broken down as follows: 66% Federal pass-through and 34% State.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – State			
3494 – State Aid Supp Enforcement Inc.	7,810,105	7,810,105	7,568,546
Total	\$ 7,810,105	\$ 7,810,105	\$ 7,568,546
Acct # - Intergovernment Revenues – Federal			
4361 – Federal-Welfare Administration	15,160,793	15,160,793	14,691,882
Total	\$ 15,160,793	\$ 15,160,793	\$ 14,691,882
Acct # - Intrafund			
5990 – Intrafund Revenue	103,133	103,133	105,279
Total	\$ 103,133	\$ 103,133	\$ 105,279
Total Revenues	\$ 23,074,031	\$ 23,074,031	\$ 22,365,707

PENDING FACTORS

At this time, revenues and appropriations are being budgeted based on the FY 2011-12 base allocations without inclusion of the Revenue Stabilization funding which is contingent upon approval by the California State Legislature as part of the State FY 2012-13 Budget. Further adjustment may be required when we receive the final State allocation letter.

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	\$ 125,606
1251	Senior Child Support Attorney	3452	2	2	229,194
1252	Child Support Attorney IV	3210	2	2	207,133
1253	Child Support Attorney III	2743	1	1	86,336
1254	Child Support Attorney II	2285	1	1	68,229
1255	Child Support Attorney I	1787	1	1	46,468
1973	Child Support Assistant	1079	13	13	418,186
1974	Child Support Officer III	1483	45	45	2,202,693
1975	Child Support Officer I	1108	31	31	1,044,626
1976	Child Support Officer II	1345	20	20	873,135
1977	Supervising Child Support Officer	1922	12	12	749,505
1978	Child Support Services Program Manager	E	3	3	209,742
1979	Senior Child Support Officer	1634	17	17	906,194
2211	Systems and Procedures Analyst II	1867	1	1	59,003
2212	Systems and Procedures Analyst III	2164	2	2	136,778
2240	Senior Systems and Procedures Analyst	2423	1	1	76,574
2304	Deputy Director of Child Support Services	D	1	1	95,030
2315	Child Support Business Manager	E	1	1	83,148
3070	Supervising Office Assistant II	1399	4	4	175,643
3080	Office Assistant III	1049	32	32	1,107,617
3081	Office Assistant III - Conf.	1067	1	1	34,810
3110	Office Assistant II	940	12	12	332,802
3166	Administrative Secretary - Conf.	1438	1	1	47,718
3205	Account Clerk II	986	7	7	210,080
3235	Supervising Account Clerk I	1273	3	3	126,726
3260	Account Clerk III	1106	7	7	256,907
3262	Supervising Accountant	2220	2	2	140,318
3621	Program Technician II	1393	4	4	184,896
3623	Program Technician II - Conf.	1416	2	2	101,608
3625	Supervising Program Technician	1564	1	1	49,427
8100	Director of Child Support Services	B	1	1	115,128
Subtotal			232	232	\$ 10,501,260
Auto Allowance					6,156
Bilingual Skill Pay					18,600
Less Salary Savings (2%)					(210,025)
TOTAL REGULAR SALARIES					\$ 10,315,991

Court Ancillary Services BUDGET 2838 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 1,792,953	\$ 1,979,488	\$ 1,841,724	\$ (137,764)	-7%
Other Charges	16,787,414	17,246,444	16,466,444	(780,000)	-5%
Other Financing Uses	1,673,617	2,388,949	2,390,002	1,053	0%
Total Appropriations	\$ 20,253,985	\$ 21,614,881	\$ 20,698,170	\$ (916,711)	-4%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 4,276,064	\$ 4,635,000	\$ 3,402,000	\$ (1,233,000)	-27%
Rev From Use of Money & Prop	5,389	-	-	-	-100%
Intergovernment Revenues - St	1,673,617	2,388,949	2,390,002	1,053	0%
Charges For Services	3,980,108	3,711,000	3,226,800	(484,200)	-13%
Total Revenues	\$ 9,935,178	\$ 10,734,949	\$ 9,018,802	\$ (1,716,147)	-16%
<u>Net County Cost</u>	\$ 10,318,807	\$ 10,879,932	\$ 11,679,368	\$ 799,436	7%
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 for its prorata share of facilities operations and maintenance costs based on historical averages (FY 1995-96 through FY 1999-00). This budget also includes those judicial benefits still funded by the County.

OVERVIEW

The FY 2012-13 Recommended Budget appropriations of \$20,698,170 reflect a 4% (\$916,711) decrease from the FY 2011-12 Adopted Budget, based on actual costs for Court Facility Payments (CFPs) and a reduction in the estimated maintenance-of-effort growth payment. The FY 2012-13 Recommended Budget revenues of \$9,018,802 reflect a 16% (\$1,716,147) decrease from the FY 2011-12 Adopted Budget primarily due to lower estimated revenue from fines.

SUMMARY OF CAO RECOMMENDATIONS

Services and Supplies

- Services and Supplies, recommended at \$1,841,724, represent a 7% (\$137,764) decrease from the current year based on CFPs for all transferred Court facilities.

Recommended funding includes:

- Account 7285, PeopleSoft Financial Charges reflect a 108% (\$3,694) increase over the current year based on rates and estimated usage for FY 2012-13.
- Account 7340, Rents and Leases-Buildings represent an 8% (\$155,245) decrease from the current year based on expenses of \$1,774,218 to fund CFPs for 13 Court facilities and the Law Library.
- Account 7345, Facility Services Rent (\$39,111) and Account 7430, Utilities (\$21,275) reflect costs 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 of \$16,466,444 represent a 5% (\$780,000) decrease from the current year due to a reduction in the estimated growth payment.

Recommended funding includes:

- An estimated growth payment of \$1,700,000 based on fines and forfeitures revenues above the MOE.

Court Ancillary Services -- 2838

- 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. This reflects no change from the current year.
- Judicial Benefits, recommended at \$7,500, represent the same level as the current year based on the number of eligible judges.

Other Financing Uses

- Other Financing Uses of \$2,390,002 represent a \$1,053 increase over the current year due to a slight increase in the scheduled debt service payments.

Recommended funding includes:

- The recommended amount represents the transfer of funds received from the Administrative Office of the Courts for their 58.5% share of the Juvenile Justice Court debt service payment.

SUMMARY OF REVENUES

- Revenues are recommended at \$9,018,802, a 16% (\$1,716,147) decrease from the current year.
- Fines, Forfeitures, and Penalties (\$3,402,000) – Reflect a 27% (\$1,233,000) decrease based on current year actual collections in Court-generated revenues from various sources, including vehicle code fines, criminal fines, and County penalties.
- Intergovernmental Revenues-State (\$2,390,002) – Represents the interest payment of \$637,788.21 due August 2012 from the AOC and the principal and interest payment of \$1,752,213.21 due March 2013 from the AOC for their 58.5% share of the debt service payment for the Juvenile Justice Court.
- Charges for Services (\$3,226,800) – Represents a 13% (\$484,200) decrease primarily due to a reduction in vehicle code traffic school bail and traffic fines, partially offset by an increase in recording Indexing fees based on current year actuals.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3295 – Vehicle Code Fines	2,700,000	2,360,000	2,112,000
3296 – Vehicle Code Fines/Parking	215,000	22,000	18,000
3301 – Criminal Fines	20,000	75,000	48,000
3314 – County Penalty PC 1464 (E) 30%	1,700,000	1,439,000	1,224,000
Total	\$ 4,635,000	\$ 3,896,210	\$ 3,402,000
Acct # - Revenue from the Use of Money			
3380 - Interest	0	3,200	0
Total	\$ 0	\$ 3,200	\$ 0
Acct # - Intergovernmental Revenues – State			
3569 – Lease Revenue for JJC Court	2,388,949	2,339,513	2,390,002
Total	\$ 2,388,949	\$ 2,339,513	\$ 2,390,002
Acct # - Charges for Services			
4945 – VC 42007 County 23% Tr School Bail	3,435,000	3,011,000	2,940,000
4946 – VC 40610 County Trf Cit Ds Fee	96,000	81,000	82,800
4955 – Family Reconcil Spec Cerv Fees	24,000	26,000	24,000
4980 – Recording Fees	156,000	188,000	180,000
Total	\$ 3,711,000	\$ 3,306,000	\$ 3,226,800
Total Revenues	\$ 10,734,949	\$ 9,544,923	\$ 9,018,802

Alternate Indigent Defense -- 2875

Alternate Indigent Defense BUDGET 2875 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 5,578,962	\$ 5,050,024	\$ 5,150,676	\$ 100,652	2%
Total Appropriations	\$ 5,578,962	\$ 5,050,024	\$ 5,150,676	\$ 100,652	2%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 612,518	\$ 850,024	\$ 660,409	\$ (189,615)	-22%
Charges For Services	4,203	-	-	-	-100%
Miscellaneous Revenues	2,000	-	-	-	-100%
Total Revenues	\$ 618,721	\$ 850,024	\$ 660,409	\$ (189,615)	-22%
<u>Net County Cost</u>	\$ 4,960,241	\$ 4,200,000	\$ 4,490,267	\$ 290,267	7%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

ALTERNATE INDIGENT DEFENSE – 2875

FUNCTION

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

OVERVIEW

Appropriations in the FY 2012-13 Recommended Budget of \$5,150,676 reflect an increase of 2% (\$100,652) over the FY 2011-12 Adopted Budget. The FY 2012-13 Recommended Budget also includes \$660,409 in revenues, a decrease of 22% (\$189,615) from the FY 2011-12 Adopted Budget. The net County cost of \$4,490,267 reflects a 7% (\$290,267) increase over the FY 2011-12 Adopted Budget.

SUMMARY OF CAO RECOMMENDATIONS

Services and Supplies

- Services and Supplies, recommended at \$5,150,676, represent an increase of 2% (\$100,652) over the current year adopted budget. This increase is due in part to additional costs in Court appointed attorneys and the associated ancillary costs (including psychological evaluations, expert witnesses, interpreters, transcriptions from prior proceedings) for both Court appointed attorneys and contracted conflict defense services.

Recommended funding includes:

- Account 7283 Appointed Attorneys-Superior Court reflects no change over FY 2011-12. Appropriations in the amount of \$988,666 are included to fund the cost of court appointed attorneys when both the Public Defender and contracted provider have declared a defense conflict. Additionally, starting FY 2012-13 the alternate indigent defense services provider has agreed to accept two special circumstance death penalty cases each fiscal year. It is anticipated that including special circumstance cases in the contracted services will assist in decreasing court appointed attorney expenditures during FY 2012-13.
- Account 7295 Professional and Specialized Services reflects no change over FY 2011-12. Funding in the amount of \$828,492 includes the cost of indigent capital case investigations and expert witness costs.
- Account 7301 Conflict Defense (alternate indigent defense service contract) reflects a decrease of 2% (\$65,017) from the FY 2011-12 Adopted Budget as a result of negotiated rate reductions for defense services. Appropriations in the amount of \$3,325,953 are recommended for the cost of the alternate indigent 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 proper defense.

SUMMARY OF REVENUES

- Revenues are recommended at \$660,409, a reduction of 22% from current year due to a reduction in funds collected for the Criminal Justice Facility Construction Fund.

Alternate Indigent Defense -- 2875

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3308 – Criminal Justice Facility Construction Fund	850,024	850,024	660,409
Total	\$ 850,024	\$ 850,024	\$ 660,409
Total Revenues	\$ 850,024	\$ 850,024	\$ 660,409

Grand Jury BUDGET 2870 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 51,947	\$ 55,855	\$ 55,855	\$ -	0%
Total Appropriations	\$ 51,947	\$ 55,855	\$ 55,855	\$ -	0%
<u>Net County Cost</u>	\$ 51,947	\$ 55,855	\$ 55,855	\$ -	0%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 2012-13 Recommended Budget appropriations of \$55,855 is the same level of funding as the FY 2011-12 Adopted Budget. The Grand Jury also receives the following in-kind support from the County: Parking - \$8,892; County Counsel - \$3,334; District Attorney - \$3,504; CAO's Office – Analyst: \$2,340; Clerical - \$500. Total in-kind support: \$18,570.

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 of \$20,520. This reflects no reduction from the current year and may impact the number of meetings the 19 Grand Jurors can hold.
- Account 7265 Office Expense of \$3,599, a reduction of 7.5% (\$271) for printing of the Grand Jury Final Report, office supplies, and livescan processing.
- Facility related charges (Accounts 7345 – Facility Operations and Maintenance, 7430 – Utilities and 7611 – Security) are recommended at an increase of 5.3% (\$376) for a total of \$7,493 based on ISF charges for space in the Fresno County Plaza.
- Account 7417 Transportation and Travel – Commissions and Advisory Boards expenses of \$17,505 reflects no change in the current funding and is utilized to reimburse mileage costs for the 19 Grand Jurors. The mileage reimbursement rate has increased from \$.51 to \$.55 per mile (8%) above the current year.

Board of Supervisors BUDGET 0110 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,908,450	\$ 1,932,948	\$ 2,074,571	\$ 141,623	7%
Services and Supplies	329,339	333,800	334,153	353	0%
Total Appropriations	\$ 2,237,789	\$ 2,266,748	\$ 2,408,724	\$ 141,976	6%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 40	\$ -	\$ -	\$ -	0%
Charges For Services	15,317	15,317	15,000	(317)	-2%
Miscellaneous Revenues	4,310	3,000	3,000	-	0%
Total Revenues	\$ 19,667	\$ 18,317	\$ 18,000	\$ (317)	-2%
<u>Net County Cost</u>	\$ 2,218,122	\$ 2,248,431	\$ 2,390,724	\$ 142,293	6%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	19	19	19	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 2012-13 Recommended Budget appropriations of \$2,408,724 reflect a 6% (\$141,976) increase over the FY 2011-12 Adopted Budget primarily due to an increase in retirement contribution rates and the difference between budgeted and actual salary costs. Staff turnover is expected to be minimal or non-existent so no salary savings have been included in the recommended budget.

GOAL SETTING

Fiscal Goal

To have staff prepared to provide monthly fiscal data to keep the Department advised throughout the year on both revenues and expenditures within the adopted budget and allocated net County cost.

Operational Goal

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

Overall Goal

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.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits, recommended at \$2,074,571, represent a net increase of 7% (\$141,623) over the current year primarily due to higher retirement contribution rates and the difference between budgeted and actual salary costs. No salary savings have been included in the recommended budget for this Org.

Board of Supervisors -- 0110

Recommended funding includes:

- Account 6100 – Regular Salaries, recommended at \$1,286,468, represents a 7% (\$89,260) increase over the current year and includes funding for 19 positions. Increase is primarily due to the difference between budgeted and actual salary costs.
- Account 6350 – Unemployment Insurance, recommended at \$7,378, reflects a 32% (\$2,342) decrease based on updated rates provided by Risk Management.
- Account 6400 – Retirement Contribution, recommended at \$588,769, represents a 9% (\$55,312) increase over the current year primarily due to an increase in the retirement contribution rates.

Services and Supplies

- Services and Supplies, recommended at \$334,153, represent less than a 1% (\$353) increase over the current year.

Recommended funding includes:

- Account 7040 – Telephone Charges, recommended at \$7,740, reflects a 32% (\$2,501) decrease from the current fiscal year based on updated rates.
- Account 7221 – Building Maintenance services, recommended at \$1,000, reflects a 100% (\$1,000) decrease from the current fiscal year based on current year actual costs.
- Account 7286 – PeopleSoft Human Resource Charges, recommended at \$3,427, reflects a 25% (\$869) decrease from the current year based on the updated rates provided.
- Account 7287 – PeopleSoft Financials Charges, recommended at \$4,213, reflects a 30% (\$1,281) increase over the current year based on the updated rates provided.
- Account 7415 – Transportation, Travel & Education, recommended at \$10,000, reflects a 60% (\$6,000) increase over the current year to cover expenditures for the One Voice Washington D.C. trip for two Board members.

SUMMARY OF REVENUES

- Revenues are recommended at \$18,000 and reflect a 2% (\$317) decrease from the FY 2011-12 Adopted Budget.
 - Charges for Services (\$15,000) – Recommended at a 2% (\$317) decrease based on estimates of Property Tax Administrative Costs reimbursed by SB 2257.
 - Miscellaneous Revenues (\$3,000) – Recommended at the same level as FY 2011-12 based on actual revenues.
 - Net County Cost (NCC) Carryover – The department's NCC allocation for FY 2012-13 includes an additional \$9,853 that is a carryover of 100% of the department's projected NCC savings from FY 2011-12.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Charges for Services			
4882 – Assessment & Tax Coll Fees #80	15,317	17,367	15,000
Total	\$ 15,317	\$ 17,367	\$ 15,000
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	3,000	3,747	3,000
Total	\$ 3,000	\$ 3,747	\$ 3,000
Total Revenues	\$ 18,317	\$ 21,114	\$ 18,000

BOARD OF SUPERVISORS - 0110**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>
0410	Member, Board of Supervisors	Elected	4	4	\$ 440,456
0415	Chairman, Board of Supervisors	Elected	1	1	112,234
0420	Board Member Assistant	1912	10	10	501,241
3025	Clerk to Board of Supervisors	G	1	1	71,942
3180	Deputy Clerk to the Board of Supervisors I	1265	2	2	77,159
3182	Deputy Clerk to the Board of Supervisors III	1584	<u>1</u>	<u>1</u>	<u>48,282</u>
Subtotal			19	19	\$ 1,251,314
	Auto Allowance				24,624
	Remuneration				<u>10,530</u>
TOTAL REGULAR SALARIES					\$ 1,286,468

County Administrative Office BUDGET 0120 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,904,704	\$ 1,694,810	\$ 1,605,375	\$ (89,435)	-5%
Services and Supplies	306,160	437,243	124,904	(312,339)	-71%
Total Appropriations	\$ 2,210,864	\$ 2,132,053	\$ 1,730,279	\$ (401,774)	-19%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 66,150	\$ 66,150	\$ 51,394	\$ (14,756)	-22%
Intergovernment Revenues - St	-	306,900	-	(306,900)	-100%
Intergovernment Rev-Federal	107,943	-	-	-	0%
Intergovernment Revenue-Other	53,783	165,561	-	(165,561)	-100%
Charges For Services	267,879	89,600	-	(89,600)	-100%
Miscellaneous Revenues	6,011	-	-	-	0%
Intrafund Revenue	250,161	267,904	370,778	102,874	38%
Total Revenues	\$ 751,926	\$ 896,115	\$ 422,172	\$ (473,943)	-53%
<u>Net County Cost</u>	\$ 1,458,938	\$ 1,235,938	\$ 1,308,107	\$ 72,169	6%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
Position Summary	12	10	11	1	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

COUNTY ADMINISTRATIVE OFFICE – 0120

FUNCTION

The County Administrative Office (CAO) has two primary operations, the CAO and Compliance. Compliance operations are budgeted under a separate organization and are not included in this budget. The CAO is responsible for administering the affairs of County government. As such, the office works with all County Department Heads, various local, State, and Federal government entities, non-profit agencies, businesses, and educational institutions to address community concerns and overall issues in the operation of the County, and develops strategic plans based on Board of Supervisors (Board) policies and direction. The CAO processes agenda items and sets Board meeting agendas, prepares or 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. This office participates in 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.

OVERVIEW

The FY 2012-13 Recommended Budget appropriations of \$1,730,279 reflect a 19% (\$401,774) decrease from the FY 2011-12 Adopted Budget, primarily due to the elimination of funding for the County's economic development responsibilities, which were transferred to the Economic Development Corporation serving Fresno County, and elimination of appropriations for the Commute Green Travel Demand Management Program. The FY 2012-13 Recommended Budget revenues of \$422,172 reflect a net 53% (\$473,943) decrease from the FY 2011-12 Adopted Budget, primarily due to the elimination of economic development funding and the Commute Green funding. Staffing is recommended at 11 positions, which reflects an increase of 1 position over the current year. Staff turnover is expected to be minimal so no salary savings have been included in the recommended budget.

GOAL SETTING

Fiscal Goal

The department's fiscal goal is to maximize revenues through annually updated Indirect Cost Rates and through seeking additional reimbursement revenues for services performed. The department will also monitor its revenues and expenditures to ensure that it remains within the budgeted net County cost.

Operational Goal

The department's operational goal is to 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 department will also keep County departments apprised of available grant opportunities throughout the fiscal year.

Departmental Goal

The CAO's overall mission is to 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.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

On April 17, 2012, the Board of Supervisors approved the reestablishment of the Department of Personnel Services effective June 25, 2012. Currently, the Personnel Services functions are administered as a division of the County Administrative Office under a separate Budget Org 1010. This structure was approved by the Board of Supervisors on April 28, 2009 and went into effect June 15, 2009 and was intended to be a short-term budgetary solution. The reestablishment of the Department of Personnel Services under direction of the Director of Personnel Services will remove the Personnel Services functions from under the umbrella of the CAO.

Due to budget reductions throughout the County and reductions in gang prevention funding from private, state, and federal grants, the Countywide Gang and Juvenile Delinquency Initiative (Initiative), which was approved by the Board of Supervisors on December 5, 2006, can no longer be funded. The CAO, through its Gang Task Force Coordinator position, has provided oversight to this Initiative over the last four years, accomplishing several milestones in the community. While the termination of activities was formally communicated to partner agencies on March 1, 2012, the County will continue to host the County gang prevention website as a one-way source for information through October 19, 2015.

Salaries and Benefits

- Salaries and Benefits, recommended at \$1,605,375, reflect a 5% (\$89,435) decrease from the FY 2011-12 Adopted Budget, which is primarily due to the elimination of the Economic Development Coordinator position. Staffing is recommended at 11 positions, which reflects an increase of 1 position from the current year. An increase of one Office Assistant position is recommended to perform front-desk duties, routine invoice payment functions, and back up duties for the Administrative Assistant to the CAO.

Recommended funding includes:

- Account 6100 – Regular Salaries, recommended at \$891,943, reflect a 7% (\$62,892) decrease from the FY 2011-12 Adopted Budget primarily due to the elimination of the Economic Development Coordinator position offset by the difference between budgeted and actual salary costs. No salary savings are recommended for FY 2012-13, which is consistent with the current year due to minimal projected turnover.
- Account 6200 – Extra-Help, recommended at \$76,632, reflect a 27% (\$27,693) decrease from the FY 2011-12 Adopted Budget primarily due to the elimination of extra-help support associated with the County's Economic Development responsibilities and the Commute Green Grant.
- Account 6400 – Retirement Contribution, recommended at \$479,234, reflects an increase of \$1,327 over the FY 2011-12 Adopted Budget. The increase in retirement costs is primarily due to an increase in the retirement contribution rates partially offset by elimination of retirement costs associated with the Economic Development Coordinator position.

Services and Supplies

- Services and Supplies, recommended at \$124,904, reflect a 71% (\$312,339) decrease from the FY 2011-12 Adopted Budget primarily due to elimination of services and supplies costs associated with the Commute Green grant.

Recommended funding includes:

- Account 7295 - Professional & Specialized Services, recommended at \$1,064, reflect a 99% (\$169,221) decrease from the FY 2011-12 Adopted Budget primarily due to the elimination of appropriations for the Commute Green grant (\$124,000) and Intrafund charges from Personnel Services (\$40,285).

County Administrative Office -- 0120

- Account 7400 - Special Departmental Expenses have no appropriations budgeted in FY 2012-13 due to the elimination of the Commute Green grant appropriations for carpool parking, ride-home costs and other program incentives (\$98,900).
- Account 7296 - Data Processing Services, recommended at \$45,543, reflect a 21% (\$12,416) decrease from the FY 2011-12 Adopted Budget due to elimination of Information Technology (IT) support costs associated with the economic development function and Commute Green grant.

SUMMARY OF REVENUES

- Revenues are recommended at \$422,172, a 53% (\$473,943) decrease from the FY 2011-12 Adopted Budget, which is primarily due to the elimination of revenues from the Commute Green grant and revenues associated with economic development functions that were formerly performed by the CAO and now assigned to the EDC.
- Fines, Forfeitures & Penalties (\$51,934) - Criminal Justice Facility Construction Fund revenue estimates are based on projections of current annual receipts and are recommended at a 22% (\$14,756) decrease from the FY 2011-12 Adopted Budget due to a decrease in collections.
- Intrafund Revenue (\$370,778) - Recommended at a 38% (\$102,874) increase over FY 2011-12. This increase is primarily due to inclusion of indirect as well as direct costs related to analyst/support services provided to human services departments and the Department of Child Support Services and inclusion of AB 109 revenues for analyst support. Also included in the recommended budget are revenues from an MOU with the Department of Social Services (DSS) for services related to the Interagency Council for Children and Families (\$86,943), which reflects an increase from the FY 2011-12 Adopted Budget due to inclusion of indirect costs.
- Net County Cost (NCC) Carryover - The CAO's NCC allocation for FY 2012-13 includes an additional \$44,256 that is a carryover of 50% of the department's projected NCC savings from FY 2011-12.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3308 – Criminal Justice Facilities Funds	66,150	66,150	51,394
Total	\$ 66,150	\$ 66,150	\$ 51,394
Acct # - Intergovernment Revenues – State			
3575 – State-Other - Commute Green grant	306,900	0	0
Total	\$ 306,900	\$ 0	\$ 0
Acct # - Intergovernment Revenues – Federal			
	0	912	0
Total	\$ 0	\$ 912	\$ 0
Acct # -Intergovernment Revenues – Other			
4841 – Other Govt Agencies - FRCRR Revenue Agt	114,561	0	0
4841 – Other Govt Agencies - EZ Contributions	51,000	0	0
Total	\$ 165,561	\$ 0	\$ 0
Acct # - Charges for Services			
5039 – Other Agencies Services - LGP Revenue Agt	89,600	0	0
Total	\$ 89,600	\$ 0	\$ 0
Acct # - Miscellaneous Revenues			
5800 – Misc Rev-Office Max Discount, Misc Refund	0	243	0
Total	\$ 0	\$ 243	\$ 0
Acct # - Intrafund			
5990 – Intrafund Rev-Analyst/Supprt Chg to HS Dpts	197,604	237,323	244,748
5990 – Intrafund Rev-Eco Dev Charges to DSS	7,000	0	0

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5990 – Intrafund Revenue-MOU Charges to DCSS	8,800	14,087	14,087
5990 – Intrafund Rev-Interagency Council MOU Chg	54,500	83,551	86,943
5990 – Intrafund Rev-AB 109 Planning Grant Chrgs	0	25,000	25,000
Total	\$ 267,904	\$ 359,961	\$ 370,778
Total Revenues	\$ 896,115	\$ 427,266	\$ 422,172

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	\$ 61,700
2247	Principal Administrative Analyst	E	3	4	318,682
2270	Senior Administrative Analyst	F	2	2	136,448
2346	County Budget Director	D	1	1	115,700
2500	Gang Task Force Coordinator	E	1	0	0
3125	Office Assistant I	837	0	1	21,762
3170	Administrative Assistant to CAO	1845	1	1	58,318
8020	County Administrative Officer (CAO)	FLAT	1	1	172,277
Subtotal			10	11	\$ 884,887
Auto Allowance					6,156
Cell Phone Stipend					900
TOTAL REGULAR SALARIES					\$ 891,943

RECOMMENDED POSITION TO ADD (Effective June 25, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
3125	Office Assistant I/II/III	837	1	\$ 42,459
	Cost of Postion Recommended to Add		1	\$ 42,459

Interest & Miscellaneous Expenditures -- 2540

Interest and Misc Expenditures BUDGET 2540 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 2,750,627	\$ 2,474,962	\$ 3,880,450	\$ 1,405,488	57%
Other Charges	1,132,867	7,729,364	1,274,399	(6,454,965)	-84%
Other Financing Uses	5,005,060	6,200,004	6,591,964	391,960	6%
Total Appropriations	\$ 8,888,554	\$ 16,404,330	\$ 11,746,813	\$ (4,657,517)	-28%
<u>Revenues</u>					
Taxes	\$ 197,713	\$ 150,000	\$ 150,000	\$ -	0%
Fines, Forfeitures & Penalties	500,000	500,000	500,000	-	0%
Intergovernment Revenues - St	-	-	200,000	200,000	100%
Miscellaneous Revenues	115,018	132,989	132,989	-	0%
Intrafund Revenue	102,860	157,075	153,169	(3,906)	-2%
Total Revenues	\$ 915,591	\$ 940,064	\$ 1,136,158	\$ 196,094	21%
<u>Net County Cost</u>	\$ 7,972,963	\$ 15,464,266	\$ 10,610,655	\$ (4,853,611)	-31%
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

INTEREST AND MISCELLANEOUS EXPENDITURES – 2540

FUNCTION

The Interest and Miscellaneous Expenditures budget provides financing 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 finance the interest costs of the County's short-term borrowing program; debt service payments for the Juvenile Justice Campus and Juvenile Justice Court Facility (Juvenile Court Facility) Lease Revenue Bonds (LRBs); outside 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, Public Works and Planning (PW&P), and Internal Services Department (ISD).

OVERVIEW

The \$10,610,655 net County cost (NCC) of the FY 2012-13 Recommended Budget reflects a 31% (\$4,853,611) decrease from the FY 2011-12 Adopted Budget. The decrease in appropriations is in Other Charges and is primarily due to the elimination of appropriations for Backfill (\$3.9M), IHSS State Payment (\$1.8M), and General Relief Caseload Growth Set Aside (\$577K), which were created in budget hearings for the current year. The decrease is partially offset by various appropriation increases, especially in Services and Supplies for emergency repairs (\$600K), maintenance/utility costs of vacant spaces (\$610K), and charges for the Public Safety Realignment Act (AB 109) Planning Grant (\$200K). The increase in revenues is primarily due to budgeting for AB 109 Planning Grant revenues (\$200K). The largest NCC component for this budget is for \$6.3M in operating transfers to the Debt Service Fund for debt service payments, and \$2M for maintenance/utility costs of vacant spaces.

SUMMARY OF CAO RECOMMENDATIONS

Services and Supplies

- Services and Supplies, recommended at \$3,880,450, represents a 57% (\$1,405,488) increase over the FY 2011-12 Adopted Budget due primarily to the \$1.2M combined increase in appropriations for emergency repairs and maintenance/utility costs of vacant spaces.

Recommended funding includes:

- Maintenance-Buildings & Grounds (\$750,000) – Recommended at a 400% (\$600,000) increase over FY 2011-12 based on projected expenditures for emergency repairs. Reserves for emergency repairs are currently not included in the Facilities Services ISF. The ISD administers these activities.
- PeopleSoft Financial Charges (\$3,960) – Reflects a 3% (\$130) increase over FY 2011-12 based on the rates provided by ISD. The charges reflect the required share of the ISD ISF costs for processing PeopleSoft transactions for Org. 2540. The ISD administers these activities.

Interest & Miscellaneous Expenditures -- 2540

- Countywide Audit and Related Consulting Services (\$200,000) – Recommended at the same level as the FY 2011-12 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 \$8,596 are expected to be received from the Transportation Authority and Zoo Authority to offset the audit costs related to their agencies. The recommended funding also allows for other expert consulting services that may be needed to complete financial statement disclosures. The ACTTC administers these activities.
- Financial Advisor Services (\$120,000) – Recommended at the same level as FY 2011-12. The 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 (\$47,663) – Reflects a 9% (\$4,642) decrease from FY 2011-12. Services are needed to safeguard cash transport activities, and the costs are 100% reimbursed by user departments. The ACTTC administers these activities.
- Revenue Collection Services (\$110,000) – Recommended at the same level as FY 2011-12 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, and the costs are 100% reimbursed by user departments. The ACTTC administers these activities.
- Government Finance Officers Association (GFOA) (\$1,100) – Remains at the same level as FY 2011-12 and represents 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 & Poors (\$15,000) – Remains at the same level as FY 2011-12 and represents funding to obtain bond ratings which are required in order to issue the TRAN. The ACTTC administers this activity.
- Sales Tax Recovery (\$150,000) – Recommended at the same level as FY 2011-12 and reflects funding for the recovery of sales tax revenues. Contracted services include analysis to help ensure vendors properly report to the State all sales tax receipts that are 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 FY 2011-12. This is needed to pay the Bank of New York for administering the Juvenile Justice Campus and Juvenile Court Facility 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 to cover POB debt. The ACTTC administers these activities.
- Bond Counsel (\$84,700) – Recommended at the same level as FY 2011-12 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) – Remains at the same level as FY 2011-12 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) (\$7,240) – Recommended at the same level as FY 2011-12 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 FY 2011-12 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 FY 2011-12 for annual membership dues that are required through the COG Joint Powers Agreement (JPA), not by State or Federal law. 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 regional and local transportation funding. The CAO administers this item.
- Facility Operation & Maintenance for Vacant Spaces (\$2,000,000) – Reflects a 44% (\$610,000) increase over the FY 2011-12 Adopted Budget based on updated actual and estimated costs of utilities, maintenance and vandalism of vacant County building spaces including University Medical Center, Elkhorn bootcamp, 10th Street Juvenile Hall/Court facilities, and the old Coroner facility. 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 & Education (\$2,000) – Recommended at the same level as FY 2011-12 based on current expenditure estimates. The funding is needed for travel costs in order to get Standard & Poors bond ratings associated with TRAN borrowing. County staff also consult with investors regarding the TRAN program and the issuance of bonds. 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) – Reflects a 100% (\$200,000) increase over the FY 2011-12 Adopted Budget to provide reimbursement for the planning grant activities of various County departments. Appropriations and revenues were also increased by \$200,000 during FY 2011-12 for current year activities.

Other Charges

- Other Charges, recommended at \$1,274,399, represent an 84% (\$6,454,965) decrease from the FY 2011-12 Adopted Budget due primarily to the elimination of appropriations for Backfill (\$3.9M), IHSS State Payment (\$1.8M), and General Relief Caseload Growth Set Aside (\$577K), which were added during current year budget hearings.

Recommended funding includes:

- Veterans Memorial Museum (\$10,000) – Remains at the same level as FY 2011-12 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.
- Backfill (\$0) – Reflects a 100% (\$3,870,804) decrease from the FY 2011-12 Adopted Budget. This funding was made available in budget hearings for FY 2011-12 to backfill VLF and salary reduction (budgeted vs. actual) shortfalls, and is not recommended for FY 2012-13. The funding was 100% utilized in the current year.
- IHSS State Payment (\$0) – Reflects a 100% (\$1,761,956) decrease from the FY 2011-12 Adopted Budget. This was budgeted in FY 2011-12 to fund the payment to the State for the mandated County share-of-cost for the IHSS Program, and is not recommended for FY 2012-13. The appropriation was eliminated during FY 2011-12 as payment was authorized in FY 2010-11.
- General Relief Caseload Growth Set Aside (\$0) - Reflects a 100% (\$577,296) decrease from the FY 2011-12 Adopted Budget. Funding for this purpose is not recommended for FY 2012-13. The appropriations were not utilized in the current year as the department had other cost reductions to offset caseload growth.
- Fresno City/County Historical Society (\$12,500) – Recommended at the same level as FY 2011-12. 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 PW&P.
- Fresno-Madera Area Agency on Aging (FMAAA) (\$44,509) – Remains at the same level as FY 2011-12. This 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 which allows the FMAAA to receive Federal and State funding for the provision of senior services. The CAO administers this activity.
- Economic Development Contract (EDC) (\$25,000) – Recommended at the same level as FY 2011-12 for EDC to continue implementing non-mandated economic development marketing programs and promoting job creation in Fresno County, consistent with the economic element of the General Plan. The CAO administers this activity.
- City of San Joaquin (City) (\$0) – Remains at the same level as FY 2011-12. The County's contract with the City and the San Joaquin Redevelopment Agency (Agency) provides for annual non-mandated contributions of \$180,000 through FY 2013-14 to promote economic growth within the City consistent with the economic development strategies of the County, City and Agency. The agreement continues to provide the County with a funding out option if funding is not available, which the Board can exercise during budget hearings. Based on funding shortfalls, it is recommended that the Board exercise this option and budget \$0 for FY 2012-13. The CAO administers this activity.

Interest & Miscellaneous Expenditures -- 2540

- 415 Retirement Replacement Plan (\$115,049) – Budgeted at the same level as FY 2011-12 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 current projected expenditures as provided by the ACTTC. The 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.
- Outside Counsel (\$210,000) – Budgeted at a 42% (\$150,000) decrease from the FY 2011-12 Adopted Budget based on the projected cost of obtaining outside legal services for the County. During FY 2011-12, appropriations were reduced by \$150,000 to provide funding to offset the Salaries and Benefits shortfall in County Counsel Org. 0710 and based on projected outside counsel expenditures. Funding for this purpose is necessary for certain cases where County Counsel does not have the expertise or resources. County Counsel administers these activities, and when needed, requests that the CAO transfer appropriations from Org. 2540 to County Counsel Org. 0710 where expenditures are incurred. Such transfer requests are presented to the Board for approval.
- Volunteer Fire Department Contribution (\$11,250) – Remains at the same as FY 2011-12, 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.
- Amador Plan Fire Services (\$840,091) – Recommended at a 10% (\$94,909) decrease from the FY 2011-12 Adopted Budget based on the proposed agreement with CAL FIRE for FY 2012-13. Similar to FY 2011-12, 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 Hurley, Blasingame, Shaver Lake, and Squaw Valley. The Piedra station is proposed for closure. 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 (\$1,000) – Recommended at the same level as FY 2011-12 based on actual and projected expenditures. Based on 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.
- Judgements and Damages (\$5,000) – Recommended at the same level as FY 2011-12 based on actual and projected expenditures. Represents 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 is recommended at \$6,591,964, which reflects a 6% (\$391,960) increase over the FY 2011-12 Adopted Budget. This is primarily due to a projected increase in interest costs for issuance of the Tax and Revenue Anticipation Notes (TRAN).

Recommended funding includes:

- Operating Transfer Out to ISF (\$249,077) reflects an 11% (\$24,227) increase over FY 2011-12 based on ITSD rates provided 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.

- Operating Transfer Out to Debt Service (\$6,342,887) reflects a 6% (\$367,733) increase over FY 2011-12. This is primarily due to the estimated amount budgeted for TRAN interest (\$2,700,000) which reflects a 16% (\$373,000) increase over FY 2011-12 and is based on a \$90M 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. In addition, there is also a \$747 increase in the County's 41.5% share of the debt service payment related to the Juvenile Court Facility LRBs (\$1,695,472). 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. These increases are partially offset by a \$6,014 decrease in the debt requirement for the Juvenile Justice Campus LRBs (\$1,947,415) compared to FY 2011-12. 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 \$1,136,158 and reflect a 21% (\$196,094) increase over the FY 2011-12 Adopted Budget. This is primarily due to the inclusion of revenues for the AB 109 Planning Grant.
- Taxes (\$150,000), which are at the same level as FY 2011-12, 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 those services, is transferred to Org. 2540 from the Discretionary Revenues Org. 0415, where the total projected additional sales tax revenues (\$1M) is received. The ACTTC administers this activity.
- Fines, Forfeitures & Penalties (\$500,000) are at the same level as FY 2011-12. 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 Court Facility LRBs. The CAO works with the Superior Court in administering this activity.
- Intergovernment Revenues – State (\$200,000) are recommended at a 100% (\$200,000) increase over the FY 2011-12 Adopted Budget and is for the Public Safety Realignment Act (AB 109) Planning Grant. The CAO administers this activity.
- Miscellaneous Revenues (\$132,989) are recommended at the same total as FY 2011-12, and include \$115,049 in revenues to fully offset the cost of budgeting for the 415 Retirement Replacement Plan; \$4,850 in revenues to offset the cost of POB Trustee fees; \$2,580 for the Transportation Authority audit; \$6,016 for the Zoo Authority audit, and \$4,494 in reimbursements from non-General Fund user departments for armored transport services. The ACTTC administers these activities.
- Intrafund Revenue (\$153,169), reflects a 2% (\$3,906) decrease from FY 2011-12. These are charges to General Fund user departments to fully recover the cost of armored transport and revenue collection services. The revenues are lower due to the decreased cost of armored transport services. The ACTTC administers these activities.

Interest & Miscellaneous Expenditures -- 2540

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Taxes			
3045 – Bradley-Burns 1% Sales/Use Tax	150,000	129,000	150,000
Total	\$ 150,000	\$ 129,000	\$ 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	0	100,000	200,000
Total	\$ 0	\$ 100,000	\$ 200,000
Acct # - Miscellaneous Revenues			
5800 – Reimbursement-415 Retirement	115,049	115,049	115,049
5800 – Reimbursement-Armored Transport Services	5,230	4,619	4,494
5800 – Reimbursement-POB Trustee Fee	4,850	4,850	4,850
5800 – Reimbursement-Transpor. Auth. Audit Costs	2,580	2,580	2,580
5800 – Reimbursement-Zoo Authority Audit Costs	5,280	5,280	6,016
5800 – Reimbursement-American Express Credit	0	2,130	0
Total	\$ 132,989	\$ 134,508	\$ 132,989
Acct # - Other Financing Sources			
5951 – Loan Repayment from Commu Redev Fund	0	146,527	0
Total	\$ 0	\$ 146,527	\$ 0
Acct # - Intrafund			
5990 – Reimbursement-Armored Transport Services	47,075	37,336	43,169
5990 – Reimbursement-Revenue Collection Svcs	110,000	73,304	110,000
Total	\$ 157,075	\$ 110,640	\$ 153,169
Total Revenues	\$ 940,064	\$ 1,120,675	\$ 1,136,158

Debt Service -- 0124

Debt Service BUDGET 0124 Debt Service Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 7,776,661	\$ 9,677,603	\$ 10,043,464	\$ 365,861	4%
Total Appropriations	\$ 7,776,661	\$ 9,677,603	\$ 10,043,464	\$ 365,861	4%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 2,646	\$ -		\$ -	0%
Other Financing Sources	7,776,661	9,677,603	10,043,464	365,861	4%
Total Revenues	\$ 7,779,307	\$ 9,677,603	\$ 10,043,464	\$ 365,861	4%
<u>Net County Cost</u>	\$ (2,646)	\$ -	\$ -	\$ -	0%
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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), and Lease Revenue Bonds (LRBs) for the Juvenile Justice Campus (JJC), Downtown Energy Savings Project, and the Juvenile Justice Court Facility and Offices (Juvenile Court Facility). Information is also provided regarding the County's outstanding Pension Obligation Bonds (POBs).

OVERVIEW

The FY 2012-13 Recommended Budget of \$10,043,464 reflects a 4% (\$365,861) net increase over the FY 2011-12 Adopted Budget. Funding in this budget includes the scheduled LRB debt service payments for the JJC (\$1,947,415), a decrease of \$6,014 from FY 2011-12, Downtown Energy Savings Project (\$1,310,575), a decrease of \$2,925 from FY 2011-12, and Juvenile Court Facility (\$4,085,474), an increase of \$1,800 from FY 2011-12. Recommended funding for the TRAN (\$2,700,000) reflects a \$373,000 increase from FY 2011-12.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

There are no significant program changes compared to FY 2011-12.

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 2012-13 debt service payments for three different issuances of LRBs and the TRAN:

Juvenile Justice Campus LRBs (Account 7864)

A total of \$26 million in LRBs was issued by the Fresno County Financing Authority in 2004 to fund a portion of the costs associated with the construction of the County's \$141 million Juvenile Justice Campus. The bonds had a 20-year maturity and included two years of capitalized interest. The total debt service payment for FY 2012-13 is \$1,947,415 and is due in two installments: principal and interest in August 2012 and interest only in February 2013. See debt service calendar following this narrative for the current and long-term annual debt service amounts.

Principal Balance as of June 30, 2012..... \$19,405,000

Remaining Payment Period..... 13 years

2012-13 Debt Service Payment..... \$1,947,415

The recommended amount of \$1,947,415 reflects a \$6,014 decrease from FY 2011-12.

Downtown Energy Savings Project LRBs (Account 7865)

A total of \$14,375,000 in LRBs were issued by the Fresno County Financing Authority in 2004 to fund the costs associated with the Downtown Energy Savings Project. The bonds had a 15-year maturity and included capitalized interest during the construction period (17 months). The total debt service payment for FY 2012-13 is \$1,310,575 and is due in two installments: principal and interest in August 2012 and interest only in February 2013. See debt service calendar following this narrative for the current and long-term annual debt service amounts.

Debt Service -- 0124

Principal Balance as of June 30, 2012 \$8,935,000

Remaining Payment Period..... 8 years

2012-13 Debt Service Payment \$1,310,575

The recommended amount of \$1,310,575 reflects a \$2,925 decrease from FY 2011-12.

Juvenile Court Facility LRBs (Account 7853)

A total of \$55,350,000 in LRBs were 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 JJC. 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 (i.e. 58.5%) is to be paid directly to the Trustee and credited against the total Base Rental Payments made by the County. The bonds have a 23-year maturity and include two years of capitalized interest. The total debt service payment for FY 2012-13 is \$4,085,473 and is due in two installments: principal and interest in October 2012 and interest only in April 2013. See debt service calendar following this narrative for the current and long-term annual debt service amounts.

Principal Balance as of June 30, 2012..... \$50,070,000

Remaining Payment Period..... 18 years

2012-13 Debt Service Payment..... \$4,085,473

(NOTE: An additional \$1 has been budgeted in the PeopleSoft financial system for rounding purposes reflecting a budget total of \$4,085,474.) The AOC's share of the \$4,085,474 is \$2,390,002 (58.5%), and the County's share is \$1,695,472 (41.5%). The recommended amount of \$4,085,474 reflects a \$1,800 increase over FY 2011-12.

Tax Revenue Anticipation Notes (TRAN) (Account 7867)

For the past 34 years, the Board of Supervisors has authorized a short-term borrowing program through the issuance of a TRAN. The TRAN enables the County to maintain a positive cash flow until anticipated taxes and revenues are received throughout the fiscal year.

The recommended funding of \$2,700,000 for FY 2012-13 is based on an assumed \$90,000,000 debt issuance at a 3% interest rate. This represents a 16% (\$373,000) increase over the FY 2011-12 Adopted Budget. If the final debt issuance amount and interest rate for FY 2012-13 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 funds 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 POBs on three occasions. In March 1998, Fresno County issued \$184,910,000 of taxable POBs with an 11-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. The County is currently paying the annual debt service for

Debt Service -- 0124

three POB issuances. A total of \$36,773,375 in debt service payments is required in FY 2012-13, which includes all administration fees associated with the bonds. See debt service calendar and remaining maturity for all three issuances following this narrative.

Principal Balance as of June 30, 2012..... \$460,617,749

Remaining Payment Period Varied

2012-13 Debt Service Payment..... \$36,773,375

Amounts necessary to timely pay the POB debt service payments have been incorporated into the County's FY 2012-13 retirement rates and are collected from departments each pay period.

SUMMARY OF REVENUES

- Revenues are recommended at \$10,043,464 and include the following:
 - Other Financing Sources (\$10,043,464) – Includes Operating Transfer In from General Fund (\$8,732,889) and Operating Transfer In from Internal Services Fund (\$1,310,575). 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 JJC LRBs (\$1,947,415); and the County share (41.5%) of the debt service payment for the Juvenile Court Facility LRBs (\$1,695,472). Org 2838 budgets for the State (AOC) share (58.5%) of the debt service payment for the Juvenile Court Facility LRBs (\$2,390,002). The total of both shares of this debt covers the total debt payment (\$4,085,473) 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 LRBs (\$1,310,575).

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Other Financing Sources			
5950 – Op Tran In from Gen Fund - JJC LRBs	1,953,429	1,913,919	1,947,415
5950 – Op Tran In from Gen Fund - Juv Court LRBs	4,083,674	3,999,167	4,085,474
5950 – Op Tran In from Gen Fund - TRAN	2,327,000	2,327,000	2,700,000
5953 – Op Tran in from ISF - Energy Savings Proj.	1,313,500	1,286,495	1,310,575
Total	\$ 9,677,603	\$ 9,526,581	\$ 10,043,464
Total Revenues	\$ 9,677,603	\$ 9,526,581	\$ 10,043,464

County of Fresno Annual Debt Service Calendar For Pension Obligation Bonds (POBs) and Lease Revenue Bonds (LRBs) (Includes Bond Principal and Interest)							
Fiscal Year Ending	2002 POBs (Partial 1998 Refunding)	2004A POBs Fixed Rate	2004B POBs Fixed Rate*	2004 LRBs (Juvenile Campus)	2004B LRBs (Energy Project)	2007 LRBs (Juvenile Court)	Total Annual Payments
2013	15,965,239	16,638,136	4,170,000	1,947,415	1,310,575	4,085,473	44,116,838
2014	15,964,565	18,123,814	4,170,000	1,942,865	1,310,313	4,084,272	45,595,829
2015	15,967,204	19,422,069	4,170,000	1,945,428	1,308,825	4,085,173	46,898,699
2016	15,963,492	20,901,454	4,170,000	1,939,459	1,310,338	4,082,373	48,367,116
2017	15,965,889	22,435,013	4,170,000	1,939,875	1,307,600	4,086,373	49,904,750
2018	15,967,923	24,035,283	4,170,000	1,935,835	1,306,100	4,084,373	51,499,514
2019	15,970,424	25,693,747	4,170,000	1,933,335	1,302,800	4,085,373	53,155,679
2020	-	27,424,490	4,170,000	1,932,582	1,229,100	4,082,573	38,838,745
2021	-	29,220,000	4,170,000	1,932,341	-	4,085,973	39,408,314
2022	-	31,085,000	4,170,000	1,927,971	-	4,081,866	41,264,837
2023	-	33,025,000	4,170,000	1,924,654	-	4,081,241	43,200,895
2024	-	35,045,000	4,170,000	1,922,320	-	4,084,441	45,221,761
2025	-	37,140,000	4,170,000	1,921,360	-	4,084,581	47,315,941
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		\$ 711,049,006	\$ 163,943,320	\$ 25,145,440	\$ 10,385,651	\$ 73,519,180	\$ 1,095,807,332

* This schedule reflects auction rate bonds converted to fixed rate bonds on September 12, 2006.

CONTINGENCIES, GENERAL RESERVES AND DESIGNATIONS BUDGET 8210 General Fund RECOMMENDED					
CONTINGENCIES					
	<u>Adopted 2010-11</u>	<u>Adopted 2011-12</u>	<u>Recommended 2012-13</u>	<u>Increase/ (Decrease)</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Approp for Contingencies	\$ 1,087	\$ 750,000	\$ 500,468	\$ (249,532)	-33%
Total Appropriations	\$ 1,087	\$ 750,000	\$ 500,468	\$ (249,532)	-33%
<u>Net County Cost</u>	\$ 1,087	\$ 750,000	\$ 500,468	\$ (249,532)	-33%
GENERAL RESERVES/DESIGNATIONS					
	<u>Actual 2010-11</u>	<u>Adopted 2011-12</u>	<u>Recommended 2012-13</u>	<u>Increase/ (Decrease)</u>	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Increase in General Reserves	\$ 947,653	\$ 500,000	\$ 1,520,000	\$ 1,020,000	204%
Total Appropriations	\$ 947,653	\$ 500,000	\$ 1,520,000	\$ 1,020,000	204%
<u>Revenues</u>					
General Fund Designation Draw	\$ 0	\$ 0	\$ 0	\$ 0	0%
Total Revenues	\$ 0	\$ 0	\$ 0	\$ 0	0%
<u>Net County Cost</u>	\$ 947,653	\$ 500,000	\$ 1,520,000	\$ 1,020,000	204%

CONTINGENCIES, GENERAL RESERVES, & DESIGNATIONS – 8210

FUNCTION

The Contingencies, General Reserves, and Designations budget is used to provide for unforeseen or emergency expenditures during the course of the fiscal year and to accumulate funds in the General Fund for a designated use. General Fund Contingencies and Designations differ from General Reserves in that the Board of Supervisors (Board) can transfer Contingencies and Designations during the fiscal year to finance unanticipated expenditures. The General Reserves, however, is a portion of the fund balance that is not available to finance 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 2012-13 Recommended Budget includes \$500,468 in funding for Contingencies, which represents a 33% (\$249,532) decrease from the FY 2011-12 Adopted Budget. The FY 2012-13 Recommended Budget also includes a \$1,520,000 increase to the General Reserves of the General Fund, which reflects a 204% (\$1,020,000) increase over the FY 2011-12 Adopted Budget. No increases or decreases to General Fund Designations are reflected in the FY 2012-13 Recommended Budget, which is consistent with the FY 2011-12 Adopted Budget.

SUMMARY OF CAO RECOMMENDATIONS

Contingencies

- Contingencies are recommended at \$500,468, which reflects a 33% (\$249,532) decrease from the FY 2011-12 Adopted Budget. The FY 2011-12 Adopted Budget of \$750,000 was increased by \$14,862 as a result of Board action on August 30, 2011. The current year increase reflects a transfer from the Department of Public Health Org 5620 due to the difference between the budgeted and actual cost of the FY 2011-12 Agreement with the Central California Society for the Prevention of Cruelty to Animals (CCSPCA). On October 25, 2011, the Board approved a \$223,236 appropriations decrease to cover the cost of the Probation Department's relocation from the Main Courthouse to the County Plaza Building and Tenth Street Building 514 (\$215,726) and to pay Jack Faucett Associates for past services provided related to the preparation of the final Environmental Impact Report (EIR) for the Fresno Regional Enterprise Zone (\$7,510).

General Reserves

- A \$1,520,000 contribution to the General Reserves is recommended for FY 2012-13. With this contribution, the General Reserves balance will increase to \$12,943,004. On December 13, 2011, the Board approved the sale of County property at 205 N. Blackstone, Fresno, CA, formerly known as the Apollo Building, to Fresno Renaissance, an assignee of the Housing Authority of the City of Fresno. Proceeds from this sale (\$800,000) were directed to be used to increase the General Reserves of the General Fund. Payment of \$800,000 was received by the County on December 16, 2011. On October 26, 2010, the Board directed that the sale proceeds of the Consulate Building be used to increase General Reserves. On February 21, 2012, the final sale of the Consulate Building was adopted by the Board via a Public Auction. Sale proceeds net of closing costs (\$175,351) were received by the County on April 3, 2012. Total funds received from the sale of the Apollo Building and Consulate Building (\$975,351) were deposited in the Discretionary Revenues Org 0415 during FY 2011-12. As a result, the General Reserves increased to \$11,423,004 during FY 2011-12 and will further increase to \$12,943,004 as a result of the FY 2012-13 recommended increase of \$1,520,000. Recommended contributions to the General Reserves include \$1,000,000 to address potential,

Contingencies, General Reserves, & Designations -- 8210

future, disallowance of Pension Obligation Bond (POB) costs claimed to third party funding sources, such as federal grants, for a portion of refinanced pension obligation bonds. Principles governing federal cost reimbursements are set out in 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. However, the County of Fresno refinanced certain POB's prior to the issuance of guidelines relative to allowable costs. To date, no federal claims have been denied reimbursement for reasons concerning claiming of POB costs. In the event that this issue can be resolved without utilizing net County cost dollars, it is the CAO's recommendation that this \$1,000,000 be utilized towards the \$5,569,391 Proposition 42 Maintenance-of-Effort payment due to be paid in full to the Road Fund before June 30, 2015.

Designations

- No designation amounts have been released to be made available as an additional available funding source for the General Fund nor have any amounts been set aside to mitigate any pending factors.

Note: The FY 2011-12 adopted Fiscal Summary incorrectly reflected a \$500,000 General Fund Designation Draw as a funding source for FY 2011-12. The FY 2011-12 Narrative correctly stated that no designation amounts had been released to be made available as an additional funding source for the General Fund.

Countywide Revenues -- 0415

Discretionary Revenues BUDGET 0415 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
<u>Revenues</u>					
Taxes	\$ 199,635,726	\$ 204,887,614	\$ 205,012,357	\$ 124,743	0%
Licenses, Permits & Franchises	4,309,648	4,316,355	4,336,355	20,000	0%
Rev From Use of Money & Prop	3,665,416	3,846,749	3,795,299	(51,450)	-1%
Intergovernment Revenues - St	41,296,443	40,916,105	28,608,587	(12,307,518)	-30%
Intergovernment Rev-Federal	4,067,835	1,900,000	1,900,000	-	0%
Charges For Services	5,722,516	2,580,380	555,395	(2,024,985)	-78%
Miscellaneous Revenues	1,130,968	1,343,231	10,000	(1,333,231)	-99%
Other Financing Sources	1,047,653	-	-	-	-100%
Total Revenues	\$ 260,876,205	\$ 259,790,434	\$ 244,217,993	\$ (15,572,441)	-6%
<u>Net County Cost</u>	\$ (260,876,205)	\$ (259,790,434)	\$ (244,217,993)	\$ 15,572,441	-6%

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. Assembly Bill (AB) 118 redirected the portion of VLF and Sales Tax revenues that were intended for mental health programs into the newly established CalWORKs Assistance Maintenance-of-Effort (MOE) Account in the Local Health and Welfare Trust Fund. As the State does not distinguish between the Sales Tax and VLF portions of the new CalWORKs Assistance MOE, for FY 2012-13, \$10,790,885 in VLF will be deposited directly to the Local Health and Welfare Trust Fund instead of passing it through the General Fund as in previous years.

OVERVIEW

The FY 2012-13 Countywide Revenues, which support General Fund costs, are recommended at \$244,217,993 and represents a 6% (\$15,572,441) decrease from the FY 2011-12 Adopted Budget. This decrease is primarily due to declines in Miscellaneous Revenues (\$1,333,231) and Charges for Services (\$2,024,985). In addition, State Revenues reflect a decrease of \$12,307,518, which is primarily due to a change in accounting under 2011 Realignment (\$10,790,885) and a projected 6% decline in VLF revenues (\$1,538,829).

SUMMARY OF REVENUES

- Taxes (\$205,012,357) – receipt of Tax Revenues are estimated at a (\$124,743) net increase over the FY 2011-12 Adopted Budget. Sales and Use Taxes are projected to increase 10% (1,307,425) based on the improving economic activity in the County and Property Tax revenues (Current Secured) are projected to increase 4% (\$2,343,045). In addition, Teeter Program revenues reflect a net decrease of \$5,401,769 from the FY 2011-12 Adopted Budget. This net decrease is composed of a \$9,401,769 decrease due to the collection of prior year revenues budgeted in FY 2011-12, which is offset by projected ongoing Teeter Program Revenues of \$4,000,000 in the budget year.
- Licenses, Permits, and Franchises (\$4,336,355) – represents an (\$20,000) increase over FY 2011-12 due to an increase in development services fees.
- Revenue From Use of Money and Property (\$3,795,299) – represents a 1% (\$51,450) decrease from FY 2011-12 due to a decrease in interest earnings as projected by the Auditor-Controller/Treasurer-Tax Collector (AC/TTC) based upon current interest rates, economic activity, economic forecasts and comments by the Federal Reserve Board for FY 2012-13.
- Intergovernmental Revenues-State (\$28,608,587) – represents a 30% (\$12,307,518) decrease from FY 2011-12. Key revenues in this category include the following:
 - State Health and Welfare Realignment (\$25,371,583) – these revenues, which are derived from Vehicle License Fees (VLF), are recommended at a 33% (\$12,329,714) decrease from the FY 2011-12 Adopted Budget. 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 State Health and Welfare Realignment Sales Tax revenues. As a result, they are transferred to the Local Health and Welfare Trust Fund and are not available to finance General Fund costs that fall

Countywide Revenues -- 0415

outside the identified health, mental health, and social services program areas. Assembly Bill (AB) 118 redirected the portion of VLF and Sales Tax revenues that were intended for mental health programs into the newly established CalWORKs Assistance Maintenance-of-Effort (MOE) Account in the Local Health and Welfare Trust Fund. As the State does not distinguish between the Sales Tax and VLF portions of the new CalWORKs Assistance MOE, for FY 2012-13, \$10,790,885 in VLF will be deposited directly to the Local Health and Welfare Trust Fund instead of passing it through the General Fund as in previous years. This is an accounting change only due to 2011 Realignment. The balance of the decrease (\$1,538,829) is due to a projected 6% decline in VLF revenues for FY 2012-13.

- Tobacco Settlement Funds (\$2,105,000) – this revenue is recommended at the same level as FY 2011-12 based on receipts of Tobacco Settlement funds. Tobacco Settlement revenues are used to partially finance the General Fund match required before receiving Health and Mental Health Realignment revenues.
- Intergovernmental Revenue-Federal (\$1,900,000) – this revenue is projected at the same level as the FY 2011-12 Adopted Budget for Federal In-Lieu Taxes.
- Charges for Services (\$555,395) – estimated at a 78% (\$2,024,985) decrease from the FY 2011-12 Adopted Budget based on cost allocations included in the Countywide Cost Allocation Plan.
- Miscellaneous Revenues (\$10,000) – reflects a net 99% (\$1,333,231) decrease from FY 2011-12 primarily due to one-time receipt of Short-Doyle/MediCal program funds in FY 2011-12 as a result of an audit appeal and subsequent adjustment for FY 2003-04.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Taxes			
3006 – Redev Tax Incre Reimb	5,234,273	5,078,214	5,179,779
3007 – Suppl-Prior Unsecured	5,000	5,000	5,000
3009 – Suppl-Current Unsecured	20,000	20,000	20,000
3010 – Property Taxes-Current Secured	72,933,178	73,800,218	75,276,223
3011 – Suppl-Current Secured	704,900	800,000	800,000
3013 – Supplemental-Curr Unsec Prior	5,000	5,000	5,000
3015 – Property Taxes-Current Unsecured	3,896,339	3,896,339	3,974,266
3017 – Property Taxes-Curr Unsec Prior	137,729	137,729	140,484
3020 – Property Taxes-Prior Secured	0	85,021	0
3025 – Property Taxes-Prior Unsecured	516,000	66,000	66,000
3030 – Penalties & Costs-Delinq Taxes	10,001,769	600,000	600,000
3033 – Redemption Fees	86,719	86,719	86,719
3036 – Deed Fees	3,000	3,000	3,000
3045 – Bradley-Burns 1% Sales/Use Tax	12,972,575	13,000,000	14,280,000
3047 – Timber Yield Taxes	4,725	11,673	5,000
3060 – In Lieu of Sales & Use Tax Rev	3,703,112	4,433,284	4,464,317
3061 – Property Tax In-Lieu of VLF	92,609,930	92,071,768	93,913,204
3065 – Airplane Taxes	348,603	348,603	348,603
3075 – Property Transfer Taxes	1,699,762	1,839,762	1,839,762
3085 – Racehorse Taxes	5,000	1,000	5,000
3031 – Teeter Program Revenues	0	14,968,282	4,000,000
Total	\$ 204,887,614	\$ 211,257,612	\$ 205,012,357
Acct # - Licenses, Permits, & Franchises			
3171 – Development Service Fees	125,000	145,000	145,000
3183 – Franchises	4,191,355	4,191,355	4,191,355
Total	\$ 4,316,355	\$ 4,336,355	\$ 4,336,355
Acct # - Revenue from the Use of Money			
3380 – Interest	3,795,299	3,795,299	3,795,299
3404 – Other Rental of Bldgs & Land	51,450	51,450	0

Countywide Revenues -- 0415

Total	\$ 3,846,749	\$ 3,846,749	\$ 3,795,299
Acct # - Intergovernment Revenues – State			
3455 – Mandated Program - State (SB 90)	0	5,725	0
3465 – State-Motor Vehicle in-Lieu Tax	0	2,026,583	0
3509 – Healthcare Veh Lic Fee Revenue	37,701,298	37,701,297	25,371,583
3513 – Tobacco Settlement	2,105,000	2,105,000	2,105,000
3565 – State-I/L Homeowners Prop Tax	1,109,807	1,109,807	1,132,004
Total	\$ 40,916,105	\$ 42,948,412	\$ 28,608,587
Acct # - Intergovernment Revenues – Federal			
4370 – Federal In-Lieu Taxes	1,900,000	1,900,000	1,900,000
Total	\$ 1,900,000	\$ 1,900,000	\$ 1,900,000
Acct # - Charges for Services			
4921 – Recovery of Co Wide Cost Alloc	1,598,617	1,598,617	178,141
4923 – Gen Co. Overhead Realignment	787,963	787,963	176,852
4980 – Recording Fees	193,800	196,472	200,402
Total	\$ 2,580,380	\$ 2,583,052	\$ 555,395
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	1,343,231	1,343,231	10,000
5911 – Sale of Fixed Assets	0	800,000	0
Total	\$ 1,343,231	\$ 2,143,231	\$ 10,000
Total Revenues	\$ 218,874,329	\$ 226,066,999	\$ 215,609,406

Personnel Services -- 1010

Personnel Services BUDGET 1010 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 2,079,870	\$ 2,123,287	\$ 2,288,684	\$ 165,397	8%
Services and Supplies	564,426	495,528	638,140	142,612	29%
Total Appropriations	\$ 2,644,296	\$ 2,618,815	\$ 2,926,824	\$ 308,009	12%
<u>Revenues</u>					
Charges For Services	\$ 553,818	\$ 606,354	\$ 713,742	\$ 107,388	18%
Miscellaneous Revenues	35	-	-	-	0%
Intrafund Revenue	753,953	939,966	1,116,365	176,399	19%
Total Revenues	\$ 1,307,806	\$ 1,546,320	\$ 1,830,107	\$ 283,787	18%
<u>Net County Cost</u>	\$ 1,336,490	\$ 1,072,495	\$ 1,096,717	\$ 24,222	2%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
Position Summary	23	23	23	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 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 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 2012-13 Recommended Budget of \$2,926,824 reflects a 12% (\$308,009) increase in appropriations compared to the FY 2011-12 Adopted Budget, due to differences between budget instructions and actuals in current year salaries, increased retirement contribution rates and appropriations for pass-through reimbursable costs. The FY 2012-13 recommended revenues of \$1,830,107 reflect an 18% (\$283,787) increase over the FY 2011-12 Adopted Budget primarily due to revenue to offset projected increases to pass-through reimbursable costs. A 1% (\$12,989) salary savings has been applied to Regular Salaries, and \$7,760 in related benefit savings for Retirement, OASDI and Health Insurance is also reflected in the recommended budget. Staffing is recommended at 23 positions, which is the current level.

GOAL SETTING

Fiscal Goal:

One of Personnel's primary fiscal goals for FY 2012-13 is to maximize revenue and control expenditures in budget organization 1010 to ensure it remains within budgeted net County cost (NCC) for the year. Diligent budget to actual analysis and monitoring of revenue, expenditures, and NCC will be utilized to measure progress throughout the year and successful attainment of this goal at year end.

With respect to Risk Management (Budget Org 8925), the focus will be in working diligently to control (and reduce when possible) program costs of all self-insured programs and especially the Workers' Compensation Program which has been in a deficit position for several years. As part of attaining this goal, the department will work to reduce the amount of the Workers' Compensation Program deficit at a faster pace than anticipated based on the existing ten year funding plan. This will be done most directly through Risk's collaboration with a contract consultant, who will be responsible for capturing savings within the bill review and utilization review components of the workers' compensation claims

Personnel Services -- 1010

administration program. Attainment of this goal will be measured by actual program cost reduction and change (decrease) in the program's deficit from July 1, 2012 to June 30, 2013. Risk Management would also like to achieve reductions to both the Workers' Compensation and General Liability Program costs (in the short-term and long-term) by focusing on preventive activities that assist in reducing exposure to the County and related incidence of claims. The intent is to accomplish this by re-establishing training programs for supervisors, and working to ensure consistency among County departments.

Operational Goal:

The task of updating and modifying Personnel Rules and the Salary Resolution (as well as corresponding Administrative Policies and Management Directives) has been a goal of Personnel Services for a number of years. Not only does some of the language in these documents need to be updated, but it is also necessary to make changes to the County policies that reflect Board direction, current practice and policy, and best practices. For example, changes to Rule 4 (Selection Process) could hasten the response time from Personnel to the departments, provide a greater number of certified applicants, and allow greater flexibility in hiring extra-help. Most changes must be negotiated with the labor groups which will be a time consuming and labor intensive project for Personnel Services to undertake during the upcoming fiscal year. Additionally, Personnel Services endeavors to ensure departments are trained in applicable labor laws and mandates, civil services rules and regulations, and best personnel practices.

Departmental Goal:

During the upcoming year, Personnel Services will work to develop a five-year strategic plan with short and long-term strategic goals, update the department's mission and vision, and review and update all Personnel procedure manuals.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits, recommended at \$2,288,684, reflect an 8% (\$165,397) increase over the FY 2011-12 Adopted Budget, which is primarily due to increases to retirement contribution rates and differences between budget instructions and actuals in current year salaries.

Recommended funding includes:

- Staffing at 23 positions, which is the same level as the current year.
- A projected 1% (\$12,989) salary savings from attrition throughout the year.
- A net 7% (\$81,446) increase to Account 6100, Regular Salaries primarily due to actual salary reductions negotiated at a different amount than budgeted in FY 2011-12.
- A net 13% (\$78,348) increase to Account 6400, Retirement Contribution primarily due to increased retirement rates and higher salaries (subject to retirement) resulting from the difference between actual negotiated reductions and those budgeted in FY 2011-12.
- A net 24% (\$6,723) reduction to Account 6550, Workers' Compensation Contribution resulting from a reduction to the rate assessed by Risk Management.

Services and Supplies

- Services and Supplies, recommended at \$638,140 reflect a 29% (\$142,612) increase over the FY 2011-12 Adopted Budget primarily due to increases to pass-through reimbursable costs associated with a significant increase in recruitment and pre-employment activities for the Sheriff and Probation Department positions triggered by the 2011 Public Safety Realignment Act (AB 109). A portion of the increase to services and supplies is also attributable to increased Facilities and Security ISF rates.

Recommended funding includes:

- \$345,500 in appropriations (54% of recommended Services and Supplies) for projected pass-through or reimbursable costs for which equal revenue has been included in revenue projections, 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. This amount reflects a 53% (\$120,100) increase over current year, based on increased recruitment and pre-employment demands resulting from AB 109, which are estimated to continue through FY 2012-13.
- A 35% (\$4,351) decrease to Account 7040, Telephone Charges as estimated by ISD based on current year usage.
- A 35% (\$1,022) decrease to Account 7175, Insurance-Other resulting from a reduction to the rate assessed by Risk Management.
- A 28% (\$11,703) increase to Account 7345, Facility Operation and Maintenance and a 22% (\$3,091) increase to Account 7611, Security Services based on the rates assessed by ISD.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,830,107, and reflect an 18% (\$283,787) increase over the FY 2011-12 Adopted Budget. The recommended increase is primarily due to projected increases to pass-through/reimbursable costs that will result in equivalent increases to related pass-through revenue.
- Charges for Services (\$713,742) – Recommended at an 18% (\$107,388) increase over FY 2011-12 based on the projected level of services that will be provided in FY 2012-13 to non-General Fund departments and external entities that are billed for professional services provided by Personnel Services staff. Reimbursable costs for pass-through expenditures are also a component of this revenue projection.
- Intrafund Revenue is recommended at a \$1,116,365, which is a 19% (\$176,399) increase over FY 2011-12. This total represents estimated charges based on the projected level of services that will be provided in FY 2012-13 to General Fund departments with third-party revenue (federal, state, etc.) from which reimbursement for professional services provided by Personnel Services staff can be recovered. Revenue for pass-through reimbursable costs is also a component of this revenue projection.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Charges for Services			
5040 – Other Cty Dpts Services	606,354	645,466	713,742
Total	\$ 606,354	\$ 645,466	\$ 713,742
Acct # - Intrafund			
5990 – Intrafund Revenue	939,966	968,199	1,116,365
Total	\$ 939,966	\$ 968,199	\$ 1,116,365
Total Revenues	\$ 1,546,320	\$ 1,613,665	\$ 1,830,107

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	\$ 46,982
2236	Personnel Technician II - Conf.	1266	2	2	83,980
2237	Personnel Technician I - Conf.	1146	3	3	99,037
2249	Personnel Analyst III	2048	3	3	193,082
2251	Senior Personnel Analyst	F	3	3	203,476
2252	Personnel Analyst II	1774	2	2	112,164
2253	Personnel Analyst I	1597	1	1	46,090
2277	Personnel Services Manager	E	2	2	162,630
2334	Personnel Services Business Manager	E	1	1	78,390
3081	Office Assistant III - Conf.	1067	1	1	33,438
3134	Supervising Personnel Technician - Conf.	1564	1	1	49,426
3161	Secretary IV - Conf.	1313	1	1	36,923
3261	Account Clerk III - Conf.	1124	1	1	37,284
8063	Director of Personnel Services	B	1	1	116,064
Subtotal			23	23	\$ 1,298,966
Cell phone stipend					300
Auto Allowance					6,156
Less Salary Savings (1%)					(12,989)
TOTAL REGULAR SALARIES					\$ 1,292,433

Risk Management BUDGET 8925 Internal Service Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 2,268,475	\$ 2,391,359	\$ 2,526,732	\$ 135,373	6%
Services and Supplies	96,848,436	101,099,145	94,768,222	(6,330,923)	-6%
Other Financing Uses	172,436	-	-	-	0%
Total Appropriations	\$ 99,289,347	\$ 103,490,504	\$ 97,294,954	\$ (6,195,550)	-6%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 1,202,833	\$ 1,212,026	\$ 1,084,392	\$ (127,634)	-11%
Intergovernment Revenues - State	22,470	21,000	-	(21,000)	-100%
Charges For Services	96,543,686	103,858,712	96,079,134	(7,779,578)	-7%
Miscellaneous Revenues	514,502	234,466	88,509	(145,957)	-62%
Other Financing Sources	148,000	-	489,375	489,375	100%
Total Revenues	\$ 98,431,491	\$ 105,326,204	\$ 97,741,410	\$ (7,584,794)	-7%
<u>Revenues (Over)/Under Expenses</u>	\$ 857,856	\$ (1,835,700)	\$ (446,456)	\$ 1,389,244	-76%
Restoration of Cash Reserves from Loan Repayment	-	-	489,375	489,375	100%
Increase to / (Use of) Net Assets	(857,856)	1,835,700	(42,919)	(1,878,619)	-102%
<u>Budgetary Balance</u>	\$ -	\$ -	\$ -	\$ -	0%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
Position Summary	27	27	27	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

RISK MANAGEMENT – 8925

FUNCTION

The Risk Management Internal Service Fund (ISF) finances the County's Risk Management and Employee Benefits programs. Administratively, these programs are managed through the Personnel Services Department. The ISF is the financial mechanism through which the County's self-insurance programs are funded, and commercial insurance and employee benefits are purchased. The ISF is financed by charges 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 retirees and their dependents including group health insurance, group life insurance, disability insurance, flex spending accounts, deferred compensation, and other ancillary/voluntary benefit programs. 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 2012-13 Recommended Budget of \$97,294,954 reflects a 6% (\$6,195,550) decrease in appropriations from the FY 2011-12 Adopted Budget due primarily to a decrease in projected payments to health plans for active employees and their dependents (pass-through expenses). Part of this decrease is associated with the Superior Court ceasing participation in the County's health insurance plans in December 2011. Revenues are recommended at \$97,741,410, a 7% (\$7,584,794) decrease from FY 2011-12 primarily due to the reduction to pass-through health plan revenue and reduction to required funding for the general liability self-insured program according to the most recent actuary report. In addition, the FY 2012-13 Recommended Budget includes a net use of retained earnings of \$42,919 resulting from the combined effect of deficit recoveries included in the rate structures of some of the FY 2012-13 Risk rates and surplus reimbursements to others. Additionally, this budget includes projected revenue from partial repayment of a loan made to the Department of Public Works and Planning, Resources Division (PW&P) that will restore cash reserves in the Risk fund in the amount of \$489,375. Staffing is recommended at 27 positions, which is at the same level as the FY 2011-12 Adopted Budget. No salary savings was budgeted based on a history of low turnover.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits, recommended at \$2,526,732 reflect a 6% (\$135,373) increase over the FY 2011-12 Adopted Budget, which is primarily due to increases to retirement contribution rates and higher salaries than budgeted in current year.

Recommended funding includes:

- Staffing at 27 positions, which is the same level as the current year.
- A net 5% (\$64,756) increase to Account 6100, Regular Salaries primarily due to actual salary reductions negotiated at a different amount than budgeted in FY 2011-12.

Risk Management -- 8925

- A net 13% (\$85,272) increase to Account 6400, Retirement Contribution due to increased retirement rates and higher salaries (subject to retirement) resulting from the difference between actual negotiated reductions and those budgeted in FY 2011-12.
- A 36% (\$17,282) decrease to Account 6550, Workers' Compensation Contribution based on established Risk Management rates for FY 2012-13.
- A 22% (\$4,246) decrease to Account 6350, Unemployment Insurance based on established Risk Management rates for FY 2012-13.
- A 6% (\$11,350) decrease to Account 6600, Health insurance Contribution driven by waivers of health insurance coverage by current employees.

Services and Supplies

- Services and Supplies, recommended at \$94,768,222, represent a 6% (\$6,330,924) decrease from the FY 2011-12 Adopted Budget due primarily to a decrease in projected payments to health plans for active employees and their dependents (pass-through expense). Part of this decrease is associated with the Superior Court ceasing participation in the County's health insurance plans in December 2011.

Recommended funding includes:

- Appropriations of \$70,051,888, which reflect a 9% (\$6,915,851) decrease from current year, are for Countywide health premium payments for active and retired employees. This amount includes both the employer and employee portion of health premiums as the full premium amount must be accounted for within the Risk Management fund.
- Projected Vehicle Damage program costs of \$118,254, an increase of 137% (\$68,254) over current year. This projected cost increase is based on recent trends of increased vehicle damage claims filed by County departments.
- Projected Professional and Specialized Services costs of \$2,318,099, an increase of 22% (\$424,803) over current year primarily associated with projected increases to third-party administration costs.
- Projected General Liability program costs of \$3,095,000, a decrease of 8% (\$254,185) from current year. This estimate is based on funding of the General Liability Program at a 70% confidence level as established by the Board of Supervisors.
- Projected Medical Malpractice program costs of \$262,000, a decrease of 18% (\$55,420) from current year based on estimates by the most recent actuary report.

SUMMARY OF REVENUES

- Total revenues are recommended at \$97,741,410, a 7% (\$7,584,794) decrease from the FY 2011-12 Adopted Budget, primarily due to a decrease in projected payments to health plans for active employees and their dependents for which corresponding revenue (pass-through) is reduced equally.
- Interest Revenue is projected at \$1,084,392, an 11% (\$127,634) decrease from FY 2011-12, and is based on projected cash on hand at the average interest allocations rates earned over the past year.
- Charges for Services projected at \$96,079,134 reflect a 7% (\$7,779,578) decrease from FY 2011-12. This amount primarily represents revenue recovered from County departments for each of the programs within this budget, as well as health premiums collected from retirees participating in the County's health program. This decrease is primarily due to a decrease in projected payments to health plans for active employees and their dependents, partially as a result of the Superior Court ceasing participation in the County's health plans in December 2011.

Risk Management -- 8925

Other revenue sources accounting for this reduction include Risk rate reductions to the general liability and unemployment programs based on funding requirements established by actuary reports and/or rate studies. No rates will be charged to departments for Medical Malpractice during FY 2012-13 as the program actuary has determined that sufficient retained earnings exist in the program to fully-fund it for the year.

- Projected revenue (financing sources) from partial repayment (first of three installments) of a loan made to PW&P for the Blue Hills Disposal Facility post-closure financial assurance instrument required by the State of California. These proceeds will partially 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 PW&P in April 2012.
- A 100% (\$21,000) decrease in State revenue from mandated programs based on actual received in FY 2011-12 and anticipated in FY 2012-13.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Revenue from the Use of Money			
3380 - Interest	1,212,026	1,136,590	1,084,392
Total	\$ 1,212,026	\$ 1,136,590	\$ 1,084,392
Acct # - Intergovernment Revenues -- State			
3455 -- Mandated Program - State	21,000	0	0
Total	\$ 21,000	\$ 0	\$ 0
Acct # - Charges for Services			
Mult -- Premiums-Risk Programs	24,990,601	24,990,601	23,532,860
Mult -- Active Employees Health Premiums	67,055,632	59,601,599	60,805,310
Mult -- Retirees Health Premiums	10,195,584	9,123,096	9,867,432
Mult -- Health & Benefit Admin	1,450,710	1,611,404	1,873,532
4921 -- Recovery of Co Wide Cost Alloc	166,185	166,185	0
Total	\$ 103,858,712	\$ 95,492,885	\$ 96,079,134
Acct # - Miscellaneous Revenues			
5800 -- Other Miscellaneous	22,141	13,370	20,000
5889 -- ADRP Reimbursement	212,325	110,000	68,509
Total	\$ 234,466	\$ 123,370	\$ 88,509
Acct # - Other Financing Sources			
5950 -- Operating Transfers in from General Fund	0	0	489,375
Total	\$ 0	\$ 0	\$ 489,375
Total Revenues	\$ 105,326,204	\$ 96,752,845	\$ 97,741,410

RISK MANAGEMENT - 8925**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>
2235	Personnel Technician III - Conf.	1416	5	5	\$ 232,889
2237	Personnel Technician I - Conf.	1146	3	3	104,449
2249	Personnel Analyst III	2048	5	5	323,700
2251	Senior Personnel Analyst	F	4	4	270,270
2252	Personnel Analyst II	1774	3	3	168,246
2277	Personnel Services Manager	E	2	2	164,528
3081	Office Assistant III - Conf.	1067	1	1	33,438
3111	Office Assistant II - Conf.	956	3	3	84,251
3212	Accountant I - Conf.	1507	1	1	42,051
Subtotal			27	27	\$ 1,423,822
TOTAL REGULAR SALARIES					\$ 1,423,822

Aud-Cont/Treas-Tax Collector					
BUDGET 0410					
General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 7,969,387	\$ 8,463,816	\$ 8,469,219	\$ 5,403	0%
Services and Supplies	2,095,535	2,444,933	2,717,050	272,117	11%
Total Appropriations	\$ 10,064,922	\$ 10,908,749	\$ 11,186,269	\$ 277,520	3%
<u>Revenues</u>					
Taxes	\$ (26)	\$ -	\$ -	\$ -	0%
Licenses, Permits & Franchises	6,794	6,635	6,809	174	3%
Fines, Forfeitures & Penalties	(2,174)	-	-	-	0%
Rev From Use of Money & Prop	95	1,200	4,800	3,600	300%
Intergovernment Revenues - State	1,674	-	78,000	78,000	100%
Intergovernment Rev-Federal	419,599	293,331	204,199	(89,132)	-30%
Charges For Services	4,401,493	5,085,802	4,963,312	(122,490)	-2%
Miscellaneous Revenues	285,011	586,774	606,754	19,980	3%
Intrafund Revenue	898,263	731,599	1,015,058	283,459	39%
Total Revenues	\$ 6,010,729	\$ 6,705,341	\$ 6,878,932	\$ 173,591	3%
<u>Net County Cost</u>	\$ 4,054,193	\$ 4,203,408	\$ 4,307,337	\$ 103,929	2%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
Position Summary	104	108	99	(9)	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 prepare 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. This division also provides specific administrative and reporting support to County departments and external agencies claiming MediCal Administrative cost reimbursement. 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 (ICRP's), and State Mandate (SB 90) reviews. Additionally, the Special Accounting unit was combined with the GA division to provide for a greater pooling of resources, cross-training and management oversight. Special Accounting (SA) 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 2012-13 Recommended Budget appropriations of \$11,186,269 reflect a 2.5% (\$277,520) increase over the FY 2011-12 Adopted Budget. The FY 2012-13 Recommended Budget revenues of \$6,878,932 reflect 3% (\$173,591) increase over the FY 2011-12 Adopted Budget. Staffing is recommended at 99 positions, which reflects a decrease of 9 positions from FY 2011-12. A 2% (\$97,605) salary savings has been used in calculating Regular Salaries (Account 6100) in the recommended budget. A \$69,277 savings in combined, related benefits has also been calculated in the recommended budget for Retirement, OASDI, and Health Insurance.

GOAL SETTING

Mission Goal:

One of the first goals for FY 2012-13 is to increase the accessibility of accurate and timely operational, financial and statistical information to stakeholders by reducing the total number of staff hours to produce the Comprehensive Annual Financial Report (CAFR) by ten percent and complete the project by mid-November. The CAFR is a large project consuming some 4,000 hours of staff time and reaching completion in mid to late December. By educating departments on the need to provide timely and accurate financial and operational information, commencing work on the project sooner, utilizing cross-trained staff, using accrual estimates, and streamlining approaches to prepare and report will ensure that staff time is reduced by ten percent and that the project is completed by mid-November. The labor distribution queries will be used to measure time spent on the project and address shortfalls if necessary.

Fiscal Goal:

The second goal for FY 2012-13 is to improve the accurate and timely payment of Fresno County's obligations. The Accounts Payable unit is responsible for auditing and processing payments for all County departments and certain other governmental agencies. The unit processes on average 103,000 documents per year and is responsible for Internal Revenue Service 1099-Miscellaneous Income (1099) Information Returns and State Board of Equalization Sales and Use Tax reporting. Implementing the contracts functionality features in the PeopleSoft Financial System will provide real-time online tracking and monitoring of all contract payments. It will reduce the payment processing time and provide users online information on up to date contract payments as well as available spending limits. Data reports will be used to document the number of payments that are awaiting processing, and the number of days it takes to process, as well as the total number of payments processed.

Operational Goal

The third goal for FY 2012-13 is to complete the evaluation of the current options available to enhance and/or update the property tax system. The success of this project will be measured by first, selecting a solution by August 31, 2012 and presenting the contract to the BOS for an approval. Upon approval of the contract the department will start fit gap analysis. As of the preparation of the recommended budget the vendor has not been determined, therefore, the timeline for the fit gap analysis has yet to be quantified. This project is expected to be completed by the end of FY 2014-15.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The Revenue Collections unit is being reorganized by eliminating Supervising Account Clerk and Collections Supervisor positions. The unit's supervision will be assigned to Supervising Accountant position transferred from Financial Reporting and Audits division. This reorganization will allow more flexibility as one person will oversee all of the various collection processes and it will increase uniformity of operations.

Elimination of three Account Clerk and one Collection Representative positions (which are all currently vacant) in the Revenue Collections unit has resulted in lost opportunities to collect additional revenues for the County of Fresno, however efficiencies in operations have resulted in maintaining budgeted collections.

General and Special Accounting will continue with reduced office hours to the public and other County employees (9 a.m. to 12 p.m. and 1 p.m. to 4 p.m.). The reduced office hours will allow staff additional time within the day to process workload.

Elimination of one Account Clerk position in the General Accounting unit will impact customer service and result in delays in the following processes: vendor maintenance approvals for departments for accounts payable processing, 1099 maintenance, sales and use tax processing, daily flash reporting to County entities regarding fiscal operations, bi-weekly data entry for payroll deductions, processing subpoena payroll record requests, review/scanning of payroll documents, and front counter and telephone customer service (for County vendors, employees, and departments).

Cross training of staff (between property tax and accounts payable functions) will be impacted as staff will have less time to assist or train in other areas during peak times.

Transfer of debt service payments from Special Accounting to the Treasurer division will allow for additional cost recovery.

Additional staff resources will be dedicated to the Redevelopment Agency (RDA) Dissolution process for the implementation of ABX1 26-SA. The current legislation allows for a revenue offset.

Additional staffing resources will be required to implement enhanced reporting requirements for Health Care Reform Act, Federal and State reporting and withholding requirements for vendors and employees and financial/human resource systems for changes in labor memorandums of understanding agreements. These activities are not revenue offset.

Although funding has recently been provided to help enhance PeopleSoft support functions in the department and reduce delays in processes, the elimination of one Accounting Technician position in the General Accounting unit will impact accounting processing and systems support and result in some delays in the following processes: testing, training and implementation of accounting systems upgrades, fixes and interface systems, County labor MOU unit updates, processing of monthly/annual accounting closing process and postings, and accounting systems technical support to County departments.

Streamline of processes allowed elimination of one Account Clerk position in MediCal Administration activities and Targeted Case Management (MAA/TCM) unit.

Salaries and Benefits

- Salaries and Benefits, recommended at \$8,469,219 represent a net of less than 1% (\$5,403) increase over the FY 2011-12 Adopted Budget primarily due to an increase in Retirement, partially offset by decreases in Regular Salaries, Workers' Compensation and Health Insurance costs. Also, included is a 2% (\$166,882) salary and related benefit savings.

Recommended funding includes:

- Account 6100, Regular Salaries reflect a 1% (\$66,493) decrease primarily due to reduction in staffing levels, partially offset by increases due to actual salary reductions negotiated at a different amount than budgeted in FY 2011-12.
- Account 6300, Overtime reflects a 100% (\$11,500) increase which is necessary to ensure timely processing of property tax collections during December 10 and April 10 property tax due dates.
- Account 6400, Retirement Contribution reflects a 6% (\$144,975) increase due to increases in rates and higher salaries resulting from the difference between actual negotiated reductions and those budgeted in FY 2011-12, partially offset by reduced staffing levels.
- Account 6550, Workers' Compensation reflects a 52% (\$33,458) decrease based on utilization.
- Account 6600, Health Insurance Contribution reflects a 6% (\$40,480) decrease due to reduction in staffing levels.
- Account 6670, Benefit Administration reflects a 23% (\$2,745) increase due to increases in rates.

Services and Supplies

- Services and Supplies, recommended at \$2,717,050 represent a net 11% (\$272,117) increase from the FY 2011-12 Adopted Budget. Significant changes by account are noted below.

Recommended funding includes:

- Account 7040, Telephone Charges, reflect an 18% (\$7,068) decrease due to decreased rates.
- Account 7101, General Liability Insurance reflects a 77% (\$35,135) decrease due to decreased rates.
- Account 7205, Maintenance-Equipment reflects a 13% (\$2,523) increase due to increases in vendors' cost for providing services.
- Account 7268, Postage reflects an 11% (\$41,163) increase primarily due to performing a delinquent property tax sale which was postponed for one year in FY 2011-12.

- Account 7286, PeopleSoft Human Resources Charge reflects a 16% (\$2,456) increase primarily due to rate increases.
- Account 7288, Data Processing Direct reflects a 17% (\$51,623) increase primarily for paying Collections Systems (CUBS) for the maintenance and support of the CUBS. During FY 2011-12 the fee was paid with prepaid funds on deposit with CUBS.
- Account 7295, Professional & Specialized Services reflect a 40% (\$227,362) increase primarily for the Internet auction and title search fees association with performing a delinquent property tax sale which was postponed for one year in FY 2011-12.
- Account 7325, Publications and Legal Notices reflect a 23% (\$14,900) increase primarily for the publication costs associated with performing a delinquent property tax sale which was postponed for one year in FY 2011-12.

SUMMARY OF REVENUES

- Revenues are recommended at \$6,878,932 and reflect a 3% (\$173,591) increase from the FY 2011-12 Adopted Budget primarily due to increases in accounting and auditing service fees.

Recommended funding includes:

- Intergovernment Revenues-State (\$78,000) – Reflects a 100% (\$78,000) increase due to anticipated revenues from state mandated programs.
- Intergovernment Revenues-Federal (\$204,199) – Reflects a 30% (\$89,132) decrease due to a decrease in federally reimbursable MediCal Admin Activities (MAA) program revenues.
- Charges for Services (\$4,963,312) – Reflects a net 2% (\$122,490) decrease in revenues received from non-General Fund departments, outside entities and other funding sources. This decrease is primarily due to decreases in: fees for processing Special Assessments on Property Tax Rolls (\$36,977); property tax administrative fees (\$187,220); Targeted Case Management revenues (\$98,301); and investment services fees (\$184,015). The decrease is partially offset by increases in: revenues that will be generated for collection services associated with court ordered debt and unsecured property tax collections (\$67,059); Auditing and Accounting Fees (\$259,399); and County RDA fees for AB 1389 processes (\$48,346).
- Miscellaneous Revenues (\$606,754) – Reflects a 3% (\$19,980) increase primarily due to an increase in revenues for the maintenance of the delinquent tax roll.
- Intrafund Revenues (\$1,015,058) – Reflects a 39% (\$283,459) increase due to increases in the department's revenue generating services provided to General Fund departments.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Licenses, Permits, & Franchises			
3160 – Business Licenses MSF for Issuing New & Renewing Bus Licenses	6,635	6,635	6,809
Total	\$ 6,635	\$ 6,635	\$ 6,809
Acct # - Revenue from the Use of Money			
3380 – Interest	1,200	8,599	4,800
Total	\$ 1,200	\$ 8,599	\$ 4,800
Acct # - Intergovernment Revenues – State			
3455 – Mandated Programs	0	16,410	78,000
Total	\$ 0	\$ 16,410	\$ 78,000
Acct # - Intergovernment Revenues – Federal			
4383 – MAA-Medi-Cal Admin Activities	293,331	244,020	204,199
Total	\$ 293,331	\$ 244,020	\$ 204,199
Acct # - Charges for Services			
4880 – Assmnt & TC Fees for processing special assmnts on property tax rolls	227,825	172,273	190,848
4882 – Assess&TaxCollFees#80 for SB2557 Prop Tax Admin Fee (PTAF)	762,366	587,781	575,146
4885 – Accounting and Auditing Service Fees	715,591	677,918	974,990
4888 – AdminSvcSB2890 for 5% Fee for Supplemental Property Tax Roll	41,552	43,200	43,453
4906 –	0	-868	0
4928 – Collection Charges	1,057,941	903,721	1,084,000
4929 – Unsecured Prop Tax Collection Charges	149,000	204,016	190,000
5032 – TCM-Targeted Case Management	98,301	105,131	0
5039 – County RDA Fees for AB1389 Processes	0	0	48,346
5060 – Special Dist-0.25% for Special Dist Prop Tax Rev per R&T Code, and Wire Fees	63,451	62,566	62,566
5064 – Data Processing for Title Co Access to Property Tax System	0	12,267	8,503
5074 – Investment Services Fees	1,964,015	1,997,654	1,780,000
4942 – Civil Process Svc-Garnishments for processing ea pay period per Family Code 5235d	5,760	5,315	5,460
Total	\$ 5,085,802	\$ 4,770,974	\$ 4,963,312
Acct # - Miscellaneous Revenues			
5771 – Revenue Recovery from Liens	168	161	168
5800 – Copy Charges, Dup W-2 & 1099 fees, 2yr Trnsf to General Fund, Rev from Maintaing Delinq Property Tax Roll	507,210	584,855	527,586
5831 – State Reimb for Collecting State Ordered Restitutions Related to Penal Codes 1202.4 & 1202.44	79,000	79,000	79,000
5882 –	0	15	0
5900 – Cash Overages	396	5,232	0
Total	\$ 586,774	\$ 669,263	\$ 606,754
Acct # - Intrafund			
5990 – Charges for Accounting & Auditing Services	731,599	876,642	1,015,058
Total	\$ 731,599	\$ 876,642	\$ 1,015,058
Total Revenues	\$ 6,705,341	\$ 6,592,543	\$ 6,878,932

AUDITOR-CONTROLLER/TREASURER-TAX COLLECTOR - 0410**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>	
0010	Auditor-Controller/Treasurer-Tax Collector	ELECTED	1	1	\$ 139,332
1777	Collections Representative III	1282	5	5	202,540
1779	Collections Representative II	1140	3	2	63,202
1782	Collections Supervisor	1795	1	0	0
2212	Systems & Procedures Analyst III	2164	1	1	68,380
2225	Systems & Procedures Manager	E	1	1	87,724
2302	Deputy Auditor-Controller	D	1	1	89,752
2303	Deputy Treasurer-Tax Collector	D	1	1	88,842
2307	Investment Officer	F	1	1	68,614
3127	Payroll Technician I - Conf.	1185	4	4	157,248
3128	Payroll Technician II - Conf.	1416	2	2	93,964
3166	Administrative Secretary - Conf.	1438	1	1	47,710
3203	Account Clerk I	889	4	3	82,215
3205	Account Clerk II	986	10	8	251,484
3210	Accountant I	1507	10	11	462,508
3215	Accountant II	1743	14	13	702,730
3225	Accounting and Financial Division Chief	E	4	4	301,912
3226	Accounting and Financial Manager	F	3	3	215,410
3240	Supervising Account Clerk II	1466	3	2	99,238
3244	Accounting Technician II	1435	1	0	0
3255	Senior Accountant	2036	6	6	386,100
3260	Account Clerk III	1106	23	21	770,402
3261	Account Clerk III - Conf.	1124	1	1	37,284
3262	Supervising Accountant	2220	3	3	197,541
3706	Information Technology Analyst III	1932	2	2	122,148
3707	Information Technology Analyst IV	2302	2	2	145,496
Subtotal			108	99	\$ 4,881,776
	Bilingual Skills Pay				6,001
	Auto Allowance				6,156
	Remuneration				2,106
	Professional License Incentive - CPA				2,754
	Less Salary Savings (2%)				(97,605)
TOTAL REGULAR SALARIES					\$ 4,801,188

VACANT POSITIONS DELETED (Effective June 25, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3240	Supervising Account Clerk II	1466	1	\$ 92,798
1779	Collections Representative II	1140	1	60,127
3203	Account Clerk I	889	5	254,035
3244	Accounting Technician II	1435	1	72,265
	Cost of Restoring Vacant Positions		8	\$ 479,225

FILLED POSITION DELETED (Effective June 25, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
1782	Collections Supervisor	1795	1	\$ 105,927
	Cost of Restoring Filled Position		1	\$ 105,927

Assessor-Recorder BUDGET 0420 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 10,669,480	\$ 10,816,623	\$ 11,237,250	\$ 420,627	4%
Services and Supplies	2,347,429	7,082,410	4,622,847	(2,459,563)	-35%
Other Financing Uses	400,456	-	-	-	0%
General Fixed Assets	83,607	12,500	2,145,000	2,132,500	17060%
Total Appropriations	\$ 13,500,972	\$ 17,911,533	\$ 18,005,097	\$ 93,564	1%
<u>Revenues</u>					
Licenses, Permits & Franchises	\$ 5,173	\$ 4,500	\$ 4,500	\$ -	0%
Intergovernment Revenues - State	-	-	2,330,333	2,330,333	100%
Charges For Services	7,546,674	11,959,500	9,702,801	(2,256,699)	-19%
Miscellaneous Revenues	63,619	60,000	175,000	115,000	192%
Total Revenues	\$ 7,615,466	\$ 12,024,000	\$ 12,212,634	\$ 188,634	2%
<u>Net County Cost</u>	\$ 5,885,506	\$ 5,887,533	\$ 5,792,463	\$ (95,070)	-2%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
Position Summary	122	127	127	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 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 these offices are mandated.

OVERVIEW

The FY 2012-13 Recommended Budget appropriations of \$18,005,097 reflect a net 1% (\$93,564) increase over the FY 2011-12 Adopted Budget. Services and Supplies reflect a decrease of 35% (\$2,459,563) and Fixed Assets reflect an increase of \$2,132,500. The FY 2012-13 Recommended Budget revenues of \$12,212,634 reflect a net 2% (\$188,634) increase over the FY 2011-12 Adopted Budget.

Staffing is recommended at 127 positions. A 1% (\$63,245) Salary Savings has been used in calculating Regular Salaries (Account 6100) in the recommend budget. Also included is \$46,142 in related benefit savings for Retirement, OASDI and Health Insurance.

GOAL SETTING

Operational Goal:

The department is seeking to replace the COBOL based mainframe Property Tax System with a modern, server based system. The department, in conjunction with the Auditor-Controller/Treasurer-Tax Collector (AC/TTC) and Clerk to the Board, has prepared a Request for Proposal and is currently evaluating responses. This system will integrate with the functions of the AC/TTC and Clerk to the Board. It will provide enhanced appraisal functionality; a fully Computer Assisted Mass Appraisal (CAMA) capability, workflow and reporting functions, online document filing and portable device compatibility.

The department expects the implementation of a new Property Tax System to be a multi-year project. During this fiscal year the successful vendor, working with the department, will perform a gap analysis to determine needed modifications to the proposed system to meet department working and legal requirements. In addition, department electronic data will be analyzed, cleaned and migrated into the format required for the new, server based system.

The Recorder Division will scan and digitize Vital Records and their indexes and make these documents available electronically within our current system. The Recorder will implement Touch Screen technology, making the searching of documents faster and more accessible.

Fiscal Goal:

It is the goal of the department to remain responsive to the needs of Fresno County Taxpayers by promptly responding to the need for assessment reductions due to the continuing decline in the real estate market, to process change of ownership and other reassessable events in a timely fashion so that additional taxes to be paid are not unduly burdensome and that refunds due are not delayed, and to audit and investigate discrepancies to maximize the fair and equitable treatment of taxpayers, while staying within the fiscal challenges presented in the recommended budget.

To that end, during this fiscal year the department will engage in a re-engineering project that will consist of a review and analysis of all assessment processes to increase efficiency by the removal of duplicate and unnecessary steps. In addition, the department will perform time studies to update existing fees and to implement new fees on services performed upon request, as appropriate.

Departmental Overall Goal:

It is the goal and responsibility of the Assessor to treat all taxpayers in Fresno County in a fair and equitable manner. To that end, the department will continue to be proactive in identifying properties where assessments need to be adjusted due to a decline in market value; including residential, commercial and agricultural properties. Commodity prices, production and land rents will be monitored and updated so that they may be properly reflected in accurate Williamson Act assessments. The department will perform all mandatory audits of business personal property to help assure compliance and fairness. To assure equity among taxpayers, the department will vigorously defend well documented assessment appeals.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The Assessor-Recorder is deleting one Senior Appraiser and one Chief Office Assistant positions to consolidate and better reflect department management and supervisory needs. The department is also adding two Office Assistant positions to enhance staff production in the analysis of recorded documents that determine if the property transfer is a reassessable event and for other needed clerical duties. These are all 100% net County cost (NCC) funded positions resulting in NCC savings of \$127,547 which has been used to offset other budgetary needs.

The Assessor is in the acquisition process for a new, modern Property Tax System to replace the County's existing legacy system. Implementation should begin during this fiscal year.

Salaries and Benefits

- Salaries and Benefits, recommended at \$11,237,250, represent a 4% (\$420,627) increase over the FY 2011-12 Adopted Budget, which is primarily due to differences between budget instructions and actuals in current year salaries, and projected increases in Retirement Contributions and extra-help. Staffing is recommended at 127 positions. A 1% salary savings has been budgeted.

Recommended funding includes:

- Extra-Help, recommended at \$200,000, represents a 300% (\$150,000) increase over the current year, primarily for projected needs due to the relocation of the Vitals division and implementation of the property tax system.
- Retirement Contributions, recommended at \$3,297,675, represents a 6% (\$188,572) increase over the current year, due to increased retirement rates and the difference between actual negotiated reductions and those budgeted in FY 2011-12.
- OASDI Contribution, recommended at \$494,550, represents a 4% (\$21,099) increase over the current year, primarily due to the increase in extra-help.
- Workers' Compensation Contribution, recommended at \$114,691, reflects a 34% (\$26,342)

increase over the current year based on the rates provided.

- Health Insurance Benefits, recommended at \$791,306 represents a 3% (\$26,983) decrease from the current year.

Services and Supplies

- Services and Supplies, recommended at \$4,622,847, represent a 35% (\$2,459,563) decrease from the FY 2011-12 Adopted Budget, primarily due to a projected decrease in Professional and Specialized Services.

Recommended funding includes:

- Professional & Specialized Services, recommended at \$1,932,937, represents a 60% (\$2,937,498) decrease from FY 2011-12. This is primarily due to multi-year Recorder projects anticipated to reach completion in FY 2012-13. These projects include archiving Recorder books, development and maintenance of Auto-Indexing of the Grantor/Grantee Index and Vital Records Index, the e-Recording system, software maintenance and Social Security Number Redaction. These expenditures are funded with Recorder Trust fund monies. This account also includes funding of \$74,000 for IT staff expense shared with the AC/TTC and \$150,000 for consultant services related to a process transition for the County's Property Tax System as more fully described in the Pending Factors section.
- Data Processing Services, recommended at \$1,146,182, represents a 3% (\$29,700) increase over FY 2011-12. This includes a one-time expense for data connections due to the anticipated relocation of the Vital Records division.
- Small Tools & Instruments, recommended at \$94,702, represents a 163% (\$58,702) increase over the current year for Recorder modification purposes, including printers, touchscreen monitors, hand scanners, portable devices with GPS, and a vending card reader and dispenser.
- Special Departmental Expense, recommended at \$170,000, represents a 19% (\$40,000) decrease from the current year. This includes special Recorder supplies, such as banknote paper for vital documents, archival film and the cost of maintaining and participating in e-Filing and e-Recording. \$160,000 of the expenses in this account are funded with Recorder Trust fund monies.
- Building Maintenance, recommended at \$250,000, represents a \$250,000 increase over FY 2011-12. This expense is entirely for the alteration and remodel of an area on the first floor of the Hall of Records for the relocation of the Recorder Vital Records division and will involve relocation of some staff of the AC/TTC. Funding for this expenditure will be made from the Vital Records Modernization Trust Fund.
- Office Expense, recommended at \$295,019, represents a 198% (\$196,169) increase over FY 2011-12. This represents an addition of \$200,000 for public counter and modular workstations for the relocation of the Recorder Vital Records division. Funding for this expense will be made from the Vital Records Modernization Trust Fund.

Fixed Assets

(2) Copy Machines	\$20,000	Replacement - Recorder
(3) Scanners.....	\$50,000	Replacement - Recorder
(2) Map Scanner.....	\$50,000	Replacement - Recorder
(2) Map Storage Units	\$25,000	Replacement - Recorder
(1) Property Tax System Software.....	\$2,000,000	New - Assessor

SUMMARY OF REVENUES

- Revenues are recommended at \$12,212,634, a 2% (\$188,634) increase over the FY 2011-12 Adopted Budget.
- Property Tax Administration Program revenues from funds held in trust are recommended at \$2,330,333, and represent a \$2,330,333 increase over FY 2011-12. This revenue source will be the funding for the acquisition cost and related expenditures of the new 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.
- Assessments & Tax Collections Fees, recommended at \$3,500,000, reflect a 6% (\$225,000) decrease from FY 2011-12, based on current year projections.
- Administrative Services AB 2890, recommended at \$400,000, represents no change from FY 2011-12.
- Recording Fees, recommended at \$2,679,693, represent a 3% (\$70,307) decrease from FY 2011-12 based on current year projections.
- Vital Records Trust Fees, recommended at \$1,652,650, reflect a 221% (\$1,137,650) increase over the current year to recover the cost of completing various Vitals related projects and the relocation of the Vitals division.
- Recorded Document Fees, recommended at \$797,458, represent a 72% (\$2,059,042) decrease from FY 2011-12, and Micrographic Fees, recommended at \$538,000, represent a 65% (\$1,000,000) decrease from FY 2011-12. These are both revenue accounts for funds held in trust used to offset specific expenditures that are anticipated to decline.
- Miscellaneous Sales, recommended at \$175,000, reflect a 192% (\$115,000) increase over the current year, primarily based on current and projected increases in sales of data, including property characteristics data, assessment roll data, assessor maps and other data.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Licenses, Permits, & Franchises			
3191 – Marrigae License Fees	4,500	4,800	4,500
Total	\$ 4,500	\$ 4,800	\$ 4,500
Acct # - Intergovernment Revenues – State			
3568 – State Property Tax Admin Program	0	0	2,330,333
Total	\$ 0	\$ 0	\$ 2,330,333
Acct # - Charges for Services			
4882 – Assessments & Tax Collection Fees	3,725,000	3,500,000	3,500,000
4888 – Administrative Services	400,000	400,000	400,000
4980 – Recording Fees	2,750,000	2,550,000	2,679,693
4982 – Vital Records Trust Fees	515,000	0	1,652,650
4983 – Recorded Document Fees	2,856,500	270,000	797,458
4984 – Micrographic Fees	1,538,000	0	538,000
4997 – ERDS Fee Revenue from Trust	175,000	0	135,000
Total	\$ 11,959,500	\$ 6,720,000	\$ 9,702,801
Acct # - Miscellaneous Revenues			
5791 – Misc Sales	60,000	130,000	175,000
Total	\$ 60,000	\$ 130,000	\$ 175,000
Total Revenues	\$ 12,024,000	\$ 6,854,800	\$ 12,212,634

PENDING FACTORS

The Assessor is in the acquisition process to transition to a new, modern Property Tax System. At the time of this writing, the Assessor is reviewing submitted proposals and expects to have made an award and be in the agreement process at the time of budget review. The department anticipates the possibility of a need for consultant services to effectively manage a project of this scope to a successful completion. Appropriations for this purpose and for other salaries and benefits, services and supplies, and fixed assets related to system implementation and estimated revenues to fund these expenditures are included in the FY 2012-13 Recommended Budget.

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	\$ 137,592
0217	Assistant Assessor-Recorder	D	1	1	96,304
0275	Assistant Recorder	E	1	1	78,936
1005	Appraiser II	1641	4	4	205,571
1007	Auditor-Appraiser I	1421	1	1	37,834
1010	Appraiser I	1421	2	2	75,668
1012	Auditor-Appraiser II	1641	2	2	103,688
1013	Auditor-Appraiser III	1935	5	5	305,890
1016	Appraiser III	1935	21	21	1,283,226
1017	Chief Appraiser	E	1	1	86,242
1025	Senior Appraiser	2391	5	4	314,436
1030	Senior Auditor-Appraiser	2391	1	1	79,352
1035	Supervising Appraiser	E	1	1	85,072
1037	Supervising Auditor-Appraiser	E	1	1	85,618
1038	Chief Auditor-Appraiser	E	1	1	86,112
1040	Special Properties Appraiser	2225	1	1	68,331
1103	Supervising Cadastral Technician	1914	1	1	63,544
1126	Cadastral Technician III	1610	2	2	106,912
1157	Cadastral Technician II	1487	3	3	147,966
2212	Systems & Procedures Analyst III	2164	2	2	136,760
2291	Staff Analyst I	1597	1	1	42,642
2360	Supervising Recorder	2142	1	1	66,238
3010	Chief Office Assistant	1537	2	1	48,594
3070	Supervising Office Assistant II	1399	6	6	278,460
3078	Supervising Office Assistant I	1208	1	1	46,410
3080	Office Assistant III	1049	28	28	974,792
3099	Property Recording Clerk	1123	7	7	247,588
3110	Office Assistant II	940	4	4	103,797
3125	Office Assistant I	837	4	6	144,728
3140	Secretary III	1169	1	1	38,766
3166	Administrative Secretary - Conf.	1438	1	1	47,710
3620	Program Technician I	1246	1	1	36,684
3621	Program Technician II	1393	8	8	370,032
3705	Information Tech Analyst II	1638	1	1	48,441
3706	Information Tech Analyst III	1932	3	3	171,834
3707	Information Tech Analyst IV	2302	1	1	72,748
Subtotal			127	127	\$ 6,324,518
Bilingual Skill Pay					9,135
Auto Allowance					6,180
Remuneration					2,114
Less Salary Savings (1%)					(63,245)
TOTAL REGULAR SALARIES					\$ 6,278,702

VACANT POSITIONS DELETED (Effective July 23, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1025	Senior Appraiser	2391	1	\$ 133,659
3010	Chief Office Assistant	1537	1	83,948
Cost of Restoring Vacant Positions			2	\$ 217,607

RECOMMENDED POSITIONS TO ADD (Effective July 23, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
3125	Office Assistant I	837	2	\$ 90,060
Cost of Positions Recommended to Add			2	\$ 90,060

County Counsel -- 0710

County Counsel BUDGET 0710 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 3,680,867	\$ 3,708,041	\$ 4,022,089	\$ 314,048	8%
Services and Supplies	491,293	396,356	385,399	(10,957)	-3%
Total Appropriations	\$ 4,172,160	\$ 4,104,397	\$ 4,407,488	\$ 303,091	7%
<u>Revenues</u>					
Intergovernment Revenues - State	\$ 2,610	\$ -	\$ -	\$ -	0%
Charges For Services	638,646	655,902	655,288	(614)	0%
Intrafund Revenue	1,521,203	1,730,000	1,923,894	193,894	11%
Total Revenues	\$ 2,162,459	\$ 2,385,902	\$ 2,579,182	\$ 193,280	8%
<u>Net County Cost</u>	\$ 2,009,701	\$ 1,718,495	\$ 1,828,306	\$ 109,811	6%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
Position Summary	25	25	28	3	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

COUNTY COUNSEL – 0710

FUNCTION

The County Counsel represents the County and its officials in civil litigation, defends the County in administrative law proceedings, provides written and oral legal opinions to County staff, and acts as legal advisor to County boards, commissions, committees, and Special districts upon request. In FY 2012-13, seven attorneys will represent the Department of Social Services (DSS) in Dependency Court, one attorney will represent the Public Guardian and Public Administrator in Probate Court; one attorney will represent the Local Mental Health Director in civil commitment hearings; one attorney will represent the Retirement Association; 2.5 attorneys will represent the County in general litigation (including Risk Management cases, Eminent Domain cases, section 1983 Civil Rights cases, etc.), and one attorney 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, the County Administrative Office, the Grand Jury, the In-Home Supportive Services (IHSS) Public Authority, the Transportation Authority, Council of Governments (COG), approximately 21 County departments, and various other boards, committees and commissions.

OVERVIEW

The FY 2012-13 Budget appropriations of \$4,407,488 reflect a net 7% (\$303,091) increase over the FY 2011-12 Adopted Budget due to three new positions, the differences between budget instructions and actuals in current year salaries, and increased retirement contribution rates, partially offset by a slight decrease in services and supplies. Budgeted revenues of \$2,579,182 reflect an 8% (\$193,280) increase over the FY 2011-12 Adopted Budget due to increased intrafund revenues for services provided. Staffing is recommended at 28 positions, reflecting an increase of 3 positions over FY 2011-12. A 0% Salary Savings has been used in calculating Regular Salaries in this budget based on a history of low turnover.

GOAL SETTING

Fiscal Goal:

County Counsel's fiscal goal for FY 2012-13 is to bill and collect the revenues that have been budgeted for the fiscal year. The FY 2012-13 revenue goal, \$2,579,182, is an ambitious goal and it will require the efforts of all 21 attorneys to attain. We will use monthly revenue reports to track our progress on a monthly basis.

Operational Goal:

County Counsel's operational goal for FY 2012-13 is to use our department's administrative resources to support our fiscal goal by timely and accurately billing clients for legal services rendered. As indicated above, the department will use monthly revenue reports to track billing of clients and their ultimate payments. In addition, County Counsel will employ two additional attorneys to better assist in meeting the department's overall goal of more timely response to client requests for legal services.

Department Overall Goal:

County Counsel's overall goal for FY 2012-13 is to deploy additional attorney resources to more timely respond to client requests for legal services. The department will continue to track when assignments are received and when those assignments are returned to the client. From that, County Counsel will be able to determine whether the response time has improved.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

To maximize opportunities to provide needed services to County departments and optimize the use of available resources, County Counsel will be recommending the addition of two additional attorney positions and one secretary position. The two attorneys will not only allow County Counsel to increase its projected FY 2012-13 revenues but also increase capacity for additional services to County departments. The additional secretary position is critical in allowing the department to more timely provide legal services and meet its aggressive revenue projections. In addition, County Counsel will be filling an Office Assistant position, that will be now be funded by the Department of Social Services to assist in timely maintenance of Child Protective Services (CPS) files and other necessary clerical functions to support County Counsel's CPS attorneys.

Salaries and Benefits

- Salaries and Benefits, recommended at \$4,022,089 represent an 8% (\$314,048) increase over the FY 2011-12 Adopted Budget, primarily due to a higher staffing level, actual salary reductions negotiated at a different amount than budgeted in FY 2011-12, and increased retirement rates, partially offset by decreased extra-help.

Recommended funding includes:

- Full-year funding for 28 positions (21 attorneys and 7 support staff).
- Account 6100, Regular Salaries reflects a 12% (\$249,631) increase over the FY 2011-12 Adopted Budget in large part due to the difference between actual negotiated reductions and those budgeted in FY 2011-12. During FY 2011-12, Regular Salaries appropriations were increased by \$195,247 to offset the department's shortfall due to these variances. Comparison of recommended salaries to the FY 2011-12 adjusted budget reflects a 2% (\$54,384) increase, which is primarily due to the addition of two attorney positions and one secretary position.
- Account 6200, Extra-Help reflects a 71% (\$64,937) decrease from FY 2011-12 and provides for partial year funding for two extra-help attorneys and one extra-help secretary until the permanent positions can be filled.
- Account 6400, Retirement Contributions represents a 10% (\$114,052) increase over the FY 2011-12 Adopted Budget primarily due to increased retirement rates, increased staffing levels and the abovementioned variance between FY 2011-12 budget and actual salary reductions
- Account 6600, Health Insurance represents a 9% (\$14,284) increase over the current year due to the recommended addition of two attorneys and one secretary.
- Account 6650, Life & Disability Insurance represents an 8% (\$454) increase over the current year due to the recommended addition of two attorneys.
- Account 6670, Benefits Administration represents a 16% (\$477) increase over the current year due to increased rates.

Services and Supplies

- Services and Supplies, recommended at \$385,399, represent a 3% (\$10,957) decrease from the FY 2011-12 Adopted Budget, mainly due to decreases in Liability Insurance, Books and Publications, and Utilities, partially offset by increases in Memberships, Transportation, Travel and Education, and Facility and Security Services charges.

Recommended funding includes:

- Account 7101, Liability Insurance represents a 79% (\$13,873) decrease from the current year due to decreased rates.

County Counsel -- 0710

- Account 7250, Memberships represents a 10% (\$2,500) increase over the current year due to expected increased membership costs to County Counsel's Association and to California State Association of Counties (CSAC) for litigation coordination, monitoring and support services not included in the County's general CSAC membership. Also projected to increase are State Bar dues resulting from the increased number of permanent attorneys pursuant to footnote "a" of the Salary Resolution.
- Account 7271, Books & Publications represents a 13% (\$5,000) decrease from the current year due to reductions in book subscriptions.
- Account 7286, PeopleSoft Human Resources Charge represents a 22% (\$878) increase over the current year due to increased rates.
- Account 7287, PeopleSoft Financial Charges represents a 14% (\$641) increase over the current year due to increased rates.
- Account 7345, Facility Operation and Maintenance represents a 15% (\$9,017) increase over the current year due to increased rates.
- Account 7412, Mileage represents a 200% (\$2,000) increase over the current year to reimburse mileage costs for necessary travel to court hearings out of the Fresno area as well as continuing education opportunities for County Counsel attorneys.
- Account 7415, Transportation, Travel & Education represents a 100% (\$3,000) increase over the current year to provide critical continuing education opportunities to County Counsel attorneys not only to retain their licensure but also to keep up to date on current trends in the law especially applicable to counties.
- Account 7430, Utilities represents a 19% (\$8,240) decrease from the current year due to decreased rates.
- Account 7611, Security Services represents a 12% (\$2,412) increase over the current year due to increased rates from General Services.

SUMMARY OF REVENUES

- Revenues are recommended at \$2,579,182, an 8% (\$193,280) increase over the FY 2011-12 Adopted Budget, which is primarily due to the addition of two permanent attorneys that will provide revenue offset billable services. Specific changes by type of revenue are noted below.
 - Charges for Services (\$655,288) – Recommended at less than a 1% (\$614) decrease from FY 2011-12 due to a reclassification of revenue from Charges for Services to Intrafund Revenue.
 - Intrafund Revenue (\$1,923,894) – Recommended at an 11% (\$193,894) increase over FY 2011-12 primarily due to increased billings from the 2 additional attorneys.
 - Net County Cost (NCC) Carryover – Pursuant to budget instructions, \$71,000 in NCC carryover has been used to increase County Counsel's FY 2012-13 NCC allocation. This amount reflects 50% of the department's projected NCC savings from FY 2011-12

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Charges for Services			
4905 – Legal Services	0	15,000	0
4906 – Court Ordered Attorney Fees	150,000	250,000	150,000
5039 – Other Agencies	175,402	190,000	229,500
5040 – Other County Departments	330,500	220,000	275,788
Total	\$ 655,902	\$ 675,000	\$ 655,288
Acct # - Intrafund			
5990 – Intrafund Revenue	1,730,000	1,754,146	1,923,894
Total	\$ 1,730,000	\$ 1,754,146	\$ 1,923,894
Total Revenues	\$ 2,385,902	\$ 2,429,146	\$ 2,579,182

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	\$ 134,108
1202	Legal Assistant III	1488	2	2	94,016
1207	Chief Deputy County Counsel	C	1	1	120,614
1231	Deputy County Counsel I	1724	0	1	34,177
1232	Deputy County Counsel II	2211	0	1	48,480
1233	Deputy County Counsel III	2657	1	1	72,540
1234	Deputy County Counsel IV	3173	10	10	982,180
1235	Senior Deputy County Counsel	D	5	5	530,322
3126	Office Assistant I - Conf.	851	1	1	23,197
3141	Secretary III - Conf.	1189	1	1	37,678
3143	Secretary II - Conf.	1067	0	1	23,391
3161	Secretary IV - Conf.	1313	1	1	43,576
3166	Administrative Secretary - Conf.	1438	1	1	47,710
8035	County Counsel	Flat	1	1	154,466
			25	28	\$ 2,346,455
	Auto Allowance				6,156
	Bilingual Skill Pay				600
TOTAL REGULAR SALARIES					\$ 2,353,211

RECOMMENDED POSITIONS TO ADD (Effective September 3, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>	<u>SALARIES & EXPENSES</u>
1232	Deputy County Counsel II	2211	1	\$ 82,153
3143	Secretary II - Conf.	1067	1	43,988
	Cost of Positions Recommended to Add		2	\$ 126,141

RECOMMENDED POSITION TO ADD (Effective October 1, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
1231	Deputy County Counsel I	1724	1	\$ 58,868
	Cost of Position Recommended to Add		1	\$ 58,868

County Clerk – Elections -- 2850

County Clerk-Elections BUDGET 2850 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 2,916,762	\$ 2,310,137	\$ 2,503,198	\$ 193,061	8%
Services and Supplies	2,680,276	4,973,907	4,431,246	(542,661)	-11%
Other Charges	-	46,190	48,728	2,538	5%
Other Financing Uses	102,740	-	-	-	0%
Total Appropriations	\$ 5,699,778	\$ 7,330,234	\$ 6,983,172	\$ (347,062)	-5%
<u>Revenues</u>					
Licenses, Permits & Franchises	\$ 112,835	\$ 107,000	\$ 107,000	\$ -	0%
Intergovernment Revenues - State	3,676	-	-	-	0%
Intergovernment Rev-Federal	104,505	1,867,000	1,870,260	3,260	0%
Charges For Services	712,125	843,587	919,726	76,139	9%
Miscellaneous Revenues	112,332	49,400	41,761	(7,639)	-15%
Intrafund Revenue	1,686,019	894,307	394,883	(499,424)	-56%
Total Revenues	\$ 2,731,492	\$ 3,761,294	\$ 3,333,630	\$ (427,664)	-11%
<u>Net County Cost</u>	\$ 2,968,286	\$ 3,568,940	\$ 3,649,542	\$ 80,602	2%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
	23	23	24	1	
Position Summary					
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 Hamilton warehouse facility. The Central Warehouse serves as shipping and receiving facility, provides secure storage of goods, and administers the Countywide shredding agreement. For FY 2012-13, the program will no longer carry paper or inventory items for sale to County departments and the Central Warehouse program will be merged with Records Management.

OVERVIEW

The FY 2012-13 Recommended Budget of \$6,983,172 reflects a net 5% decrease (\$347,062) from the FY 2011-12 Adopted Budget. The FY 2012-13 Recommended Budget revenues of \$3,333,630 reflect an 11% (\$427,664) decrease from the FY 2011-12 Adopted Budget. There are 24 positions included in the recommended budget, which reflects a net increase of 1 position from the FY 2011-12 Adopted Budget. Recommended salaries reflect salary savings of 3% (\$35,640) and related benefits savings of \$28,500 for Retirement, OASDI and Health Insurance.

GOAL SETTING

Fiscal Goal:

Have staff prepared to provide monthly fiscal data to keep department advised throughout the year on both revenue and expenditures within the adopted budget and allocated net County cost.

Operational Goal:

Increase the number of polling places for the November 2012 Presidential General election, while following the election code and being mindful of fiscal constraints.

Core Mission Goal:

Promote a positive work environment by continuing to recognize efforts and dedication of staff through an annual Employee of the Year and Years of Service recognition event.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Elections – One major election and one city election is budgeted for FY 2012-13. The Presidential General election will be conducted on November 6, 2012 for an estimated cost of \$2,141,106 with offsetting revenues of approximately 16% (\$350,815). There are approximately 300 polling sites budgeted for this election, which is a comparable level to the 2008 Presidential Election. In anticipation of high voter turnout for this election, an additional precinct officer is being added to polling places with more than two precincts to serve as a traffic director. The City of Clovis election, scheduled for March 5, 2013 for an estimated cost of \$152,420, is 100% revenue offset. In an effort to offset up to \$30,000 of the cost of staffing supported by net County cost during the off election cycle (January – June 2013), the County Clerk will redistribute off cycle election workers to partner with the Assessor/Recorder in completing a special project for the Recorder.

Records Management – The operation continues to work with departments to maintain and manage over 46,000 boxes of records in a setting that is HIPAA compliant. On April 24, 2012, the Board approved the elimination of responsibility for Central Warehouse to purchase copy paper for sale to County departments and transferred the responsibility to the Graphic Communications Division of the Internal Services Department, effective July 1, 2012. Also approved was the consolidation of the remaining warehouse functions with Records Management. The delivery truck, forklift and Warehouse Inventory System will also be eliminated from the program. The consolidated Records Management Center will continue to provide shipping and receiving for departments, container storage, secure storage of records and supplies, and administer the countywide shredding agreement.

Salaries and Benefits

- Salaries and Benefits, recommended at \$2,503,198, represent an 8% (\$193,061) increase over the FY 2011-12 Adopted Budget, primarily due to the addition of one position (Information Technology Analyst I) for Elections, and increased extra-help, overtime, and retirement contributions. Staffing is recommended at 24 positions, a net increase of 1 position over the current year. Funding offset for the additional position will come from special map studies, election billing, and savings from other reductions.

Recommended funding includes:

- Account 6100, Regular Salaries represents a 3% (\$33,619) increase over the current year due to an increase of one position and actual salary reductions negotiated at a different amount than budgeted in FY 2011-12, partially offset by budgeting various positions at lower levels due to turnover. Also included are budgeted salary savings of 3%.
- Account 6200, Extra-Help represents a 32% (\$62,291) increase over the current year to reflect staffing needed to assist with the Presidential General election.
- Account 6300, Overtime represents a 45% (\$24,000) increase over the current year to reflect staffing levels needed to complete the two elections scheduled for FY 2012-13.
- Account 6400, Retirement Contributions reflect a 10% (\$57,845) increase over the current year due to increased rates, an additional position, and differences between budget instructions and actuals in current year salaries, partially offset by budgeting for various positions at lower levels.
- Account 6550, Workers' Compensation represents a 10% (\$2,658) increase over the current year due to the experience rate provided by Risk Management.

Services and Supplies

- Services and Supplies, recommended at \$4,431,246, represent an 11% (\$542,661) decrease from the FY 2011-12 Adopted Budget primarily due to the elimination of Inventory for the Central

Recommended funding includes:

- Account 7040, Telephone Charges represents a 43% (\$16,166) decrease from the current year due to a reduction in the number of phones utilized for ongoing operations and based on actual costs for prior General elections.
- Account 7205, Maintenance Equipment represents a 190% (\$25,363) increase over the current year due to annual maintenance and license fees for the Vote by Mail ballot sorter that is past the initial warranty period.
- Account 7268, Postage represents a 22% (\$42,250) decrease from the current year due to mailing requirements and costs for a November General election projected lower than the costs for a June Primary election.
- Account 7275, Inventory Purchases represents a 100% (\$502,200) decrease from the current year due to the elimination of paper sales.
- Account 7309, Computer Service Software represents a 37% (\$70,863) increase over the current year due to restoration of maintenance agreements to cover a voting system consisting of optical scan and touchscreen voting devices and Global Election Management Systems (GEMS) ballot counting software.
- Account 7345, Facility Operations and Maintenance represents a 98% (\$77,457) increase over the current year to reflect actual costs.
- Account 7400, Special Departmental Expense represents a 10% (\$157,839) decrease from the current year based on the estimated costs to conduct two scheduled elections.
- Account 7415, Transportation Travel & Education represents a \$4,400 increase over the current year due to inclusion of costs for California Association of Clerks and Elections Officials New Law Conference.
- Account 7416, Transportation & Travel-County Garage represents a 54% (\$26,950) decrease from the current year due to the elimination of the Central Warehouse delivery truck and forklift.

Other Charges

- Account 7868, Department Overhead Allocation represents a 5% (\$2,538) increase over the FY 2011-12 Adopted Budget due to an increase in the total salaries and benefits for the Clerk Services and Records Management divisions that are subject to the Overhead Allocation charge. The increase in salaries and benefits is due to differences between budget instructions and actuals in current year salaries, and an increase in the number positions allocated to perform Clerk Services functions.

SUMMARY OF REVENUES

- Revenues are recommended at \$3,333,630, an 11% (\$427,664) decrease from the FY 2011-12 Adopted Budget, which is primarily due to decreases in Intrafund Revenues related to the elimination of inventory sales of paper to County departments.
- Intergovernment Revenues - Federal reflects a less than 1% (\$3,260) increase over the current year for the Help America Vote Act (HAVA) grant due to additional Voter Accessibility Survey funding. Unexpended grant funds are rebudgeted each year.
- Charges for Services reflect a 9% (\$76,139) increase over the current year based on anticipated Election Services billing revenues (\$59,647) for the November 2012 Presidential General

County Clerk – Elections -- 2850

Election, and the inclusion of Special Map Study revenues (\$16,992), offset by a slight (\$500) decrease in Copy and Certified Fees.

- Miscellaneous Revenues reflect a 15% (\$7,639) decrease from the current year primarily due to the exclusion of reimbursement revenues from the Vital Statistics Trust Fund.
- Intrafund Revenues reflect a 56% (\$499,424) decrease from the current year primarily due to the elimination of Central Warehouse paper sales (\$625,239), partially offset by the inclusion of a new revenue category to reflect the Countywide Shredding Agreement of \$81,200, and an increase in projected reimbursements from the Recorder's office for a special project.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Licenses, Permits, & Franchises			
3191 – Marriage Licenses	107,000	107,000	107,000
Total	\$ 107,000	\$ 107,000	\$ 107,000
Acct # - Intergovernment Revenues – Federal			
4375 – Federal Grant - HAVA	1,867,000	10,914	1,870,260
Total	\$ 1,867,000	\$ 10,914	\$ 1,870,260
Acct # - Charges for Services			
4892 – Election Services	443,587	296,085	503,234
4892 – Special Map Study	0	0	16,992
4958 – Notary, FBN, Marriage Ceremonies	385,000	385,000	385,000
4960 – Copy & Certified Fees	15,000	15,000	14,500
Total	\$ 843,587	\$ 696,085	\$ 919,726
Acct # - Miscellaneous Revenues			
5790 – Maps	1,200	1,200	300
5800 – Postage Claim	12,300	12,300	13,000
5800 – NSF Recovery	300	300	0
5800 – LAFCO	600	600	600
5800 – Vital Statistics Trust Fund	5,000	5,000	0
5800 – Central Warehouse Storage	30,000	30,000	27,861
Total	\$ 49,400	\$ 49,400	\$ 41,761
Acct # - Intrafund			
5990 – Special Project for Recorder	0	0	30,000
5990 – Records Management	222,878	222,878	234,955
5990 – Central Warehouse Sales	625,239	368,500	0
5990 – Countywide Shredding- LPI	0	76,200	81,200
5990 – Administrative Overhead	46,190	46,190	48,728
Total	\$ 894,307	\$ 713,768	\$ 394,883
Total Revenues	\$ 3,761,294	\$ 1,577,167	\$ 3,333,630

PENDING FACTORS

This budget includes costs for one ballot card for the November General election. Depending on the number of measures and races that appear on that ballot, it is possible that a two card ballot would be necessary at an estimated cost of \$170,000. The County Clerk requests that this cost be set aside for that purpose during budget hearings.

The number of statewide initiative petitions received each year is difficult to predict. Elections Code 9030 requires that signatures submitted on these petitions be verified within 30 days. It is assumed that any petitions processed for FY 2012-13 would be handled by permanent staff. This budget does not include costs for hiring additional extra-help or incurring overtime costs in the event the volume of petitions

County Clerk – Elections -- 2850

received exceeds the amount that can be processed during regular office hours at existing staffing levels.

This budget assumes the costs of maintenance for the voting system will be covered by the HAVA 301 grant funding. Staff is awaiting confirmation from the Secretary of State that this reimbursement will be forthcoming for FY 2012-13.

The department has utilized the services of up to 21 Work Experience staff from the Department of Social Services (DSS) throughout the year at no charge. The recommended amounts for extra-help and overtime included in this budget were based on the assumption that this program will continue at the same level for FY 2012-13. DSS has provided assurances that the program will continue. It is estimated this program saves the department approximately \$90,000 in salaries and benefits costs annually.

Increased IT support for Elections is a priority for the department. The addition of an Information Technology Analyst I position to the requested budget will be partially offset by an increase in revenues (\$16,992) for special study maps and billing for the November 2012 election.

Cancellation of yellow pages advertising for Clerk Services is underway. The Valley Yellow Pages contract has been cancelled. At the time of budget submission, the deadline for cancellation of the AT&T Yellow Pages had passed. The cancellation will be effective prior to the next renewal period.

Options for reorganization of the department will be explored next year once the scheduled elections are complete.

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	\$ 116,142
2205	Assistant Registrar of Voters	F	1	1	63,128
2225	Systems and Procedures Manager	E	1	1	79,300
2297	Principal Staff Analyst	E	1	1	69,862
3029	County Clerk Program Coordinator	1902	3	3	159,916
3080	Office Assistant III	1049	2	2	68,690
3110	Office Assistant II	940	2	2	62,094
3125	Office Assistant I	837	1	1	22,308
3166	Administrative Secretary - Conf.	1438	1	1	47,710
3255	Senior Accountant	2036	1	1	64,350
3205	Account Clerk II	986	1	1	32,708
3440	Stock Clerk II	900	1	1	28,444
3620	Program Technician I	1246	3	3	124,020
3621	Program Technician II	1393	3	3	138,698
3704	Information Technology Analyst I	1489	0	1	37,357
3707	Information Technology Analyst IV	2302	1	1	72,748
Subtotal			23	24	\$ 1,187,475
Remuneration					2,106
Auto Allowance					6,156
Cell Phone Stipend					600
Bilingual Skill Pay					1,800
Less Salary Savings (3%)					(35,120)
TOTAL REGULAR SALARIES					\$ 1,163,017

RECOMMENDED POSITION TO ADD (July 23, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & BENEFITS</u>
3704	Information Technology Analyst I	1489	1	\$ 67,017
	Cost of Position Recommended to Add		1	\$ 67,017

Internal Services Department – IT Services -- 8905

INTERNAL SERVICES DEPARTMENT -- IT SERVICES					
Budget Units 8905 and 8908					
Internal Service and Equipment Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 10,746,097	\$ 10,306,065	\$ 12,416,563	\$ 2,110,498	20%
Services and Supplies	9,822,687	9,764,669	9,503,219	(261,450)	-3%
Other Charges	36,667	50,774	103,655	52,881	104%
Total Appropriations	\$ 20,605,451	\$ 20,121,508	\$ 22,023,437	\$ 1,901,929	9%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 114,252	\$ 100,000	\$ 100,000	\$ -	0%
Charges For Services	21,182,660	19,035,708	20,670,937	1,635,229	9%
Miscellaneous Revenues	11,869	10,800	2,500	(8,300)	-77%
Total Revenues	\$ 21,308,782	\$ 19,146,508	\$ 20,773,437	\$ 1,626,929	8%
<u>Fund Balance: Increase/(Decrease)</u>	\$ 703,331	\$ (975,000)	\$ (1,250,000)	\$ (275,000)	28%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
Position Summary	97	108	108	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

INTERNAL SERVICES DEPARTMENT – IT SERVICES – 8905/08

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 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 2012-13 Recommended Budget of \$22,023,437 reflects a 9% (\$1,901,929) increase in appropriations and an 8% (\$1,626,929) increase in revenues over the FY 2011-12 Adopted Budget. The increase is due primarily to the midyear transfer of 16 positions: 10 were transferred from Org 0130-GSA Administration, 4 from Org 8930/8931-Telecommunications, 1 from Org 8910/11-Fleet, and 1 from Org 8935-Facility Services. These transfers were in conjunction with the consolidation of the Information Technology Services Department (ITSD) and General Services. In addition, \$1,250,000 in ISF fund balance is being used as part of the overall revenue stream. This reflects an increase of 28% (\$275,000) over the FY 2011-12 Adopted Budget. This is to help mitigate costs to the customer departments by keeping service rates at or near the current year levels. Staffing is recommended at the current year level of 108 positions. A 4% (\$285,630) salary savings is used in calculating the recommended Regular Salaries.

GOAL SETTING

The following sets of goals have been established for the Internal Services Department. They represent global goals that will require the involvement of all budget units within the department.

Financial Goal:

Create a uniform billing system for all the internal services management by the department. Since the goal is to bill monthly in arrears for actual services used, the system will present the units of service each customer purchased the preceding month and the rate at which each unit was billed. Simplicity in presentation and ease of understanding are paramount.

Metrics: Overall project planning will identify significant accomplishment mileposts. Progress will be tracked by comparing actual accomplishment to those projections. After implementation, customer feedback will be used to identify improvement opportunities.

Operational Goal:

Implement a single, customer friendly tracking system for “help” calls or request for services across all service units managed by the department. This would be the outward facing component of the “One Stop” approach to services provided.

Metrics: Actual implementation of the system and customer feedback.

Overall Core Mission:

Maintain existing infrastructure and implement new and innovative technologies and approaches to providing services which will offset County cost by delivering enterprise level solutions to the County's fixed and mobile workforce, improving efficiency and enhancing constituent satisfaction.

Metrics: Quarterly budget reviews and customer feedback.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

As part of the consolidation of Internal Services, Org 0130-GSA Administration was dissolved and 10 of the 11 positions that were in that Org were transferred to this budget unit. In addition, with the implementation of an integrated voice and data system, voice communication will increasingly be seen as an extension of a computer based service rather than a completely separate service. Over time, as the implementation progresses, voice communications will migrate from its separate budget unit and become an inherent part of networked services. Four positions from Org 8930/31-Communications were transferred to this budget unit during the current year.

Salaries and Benefits

- Salaries and Benefits are recommended at \$12,416,563 and represent a 20% (\$2,110,498) increase over the current year. This increase is primarily due to the midyear transfer of 16 positions (10 from Org 0130-GSA Administration, 4 from Org 8930/31-Telecommunications, 1 from Org 8910/11-Fleet Services, and 1 from Org 8935-Facility Services) as part of the consolidation of ITSD and General Services.

Recommended funding includes:

- Account 6100, Regular Salaries, at \$6,861,296 represents a 21 % (\$1,185,390) increase over the current year. This increase is due to the midyear transfer of 16 positions from various ISD Orgs as part of the consolidation of ITSD and General Services.
- Account 6400, Retirement Contribution, at \$3,696,692 represents a 30% (\$845,814) increase over the current year. This increase is due primarily to an increase in the retirement contribution rate and the transfer of 16 positions from various ISD Orgs as part of the consolidation of ITSD and General Services.
- Account 6600, Health Insurance, at \$829,158 represents a 17% (\$119,138) increase over the current year. This increase is due to the transfer of ten employees from GSA Administration, four from Telecommunications, one from Fleet, and one from Facilities.

Services and Supplies

- Services and Supplies, recommended at \$9,503,219, represent a 3% (\$261,450) decrease from the current year. This is due to several factors: a decrease in I-Net line charges, a decrease in building maintenance cost, a decrease in capital project maintenance, a significant decrease in software requirements, and a reduction in the department's Countywide Cost Allocation.

Recommended funding includes:

- Account 7101, Liability Insurance at \$10,808 represents a 161% (\$6,667) increase over the current year. This figure is supplied by Risk Management.
- Account 7205, Maintenance-Equipment, at \$377,675 represents a 20% (\$61,864) increase over the current year. This increase is to pay for the increased maintenance cost of several pieces of dated system equipment and software prior to their replacement.

Internal Services Department – IT Services -- 8905

- Account 7221, Building Maintenance-GSA, at \$20,000 represents a 50% (\$19,913) decrease from the current year due to a decline in the need for new cabling.
- Account 7225, Maintenance-Capital Projects, at \$21,000 represents an 81% (\$89,000) decrease from the current year. This decrease is reflective of the work that has already been done to replace the copper wire in a couple of the network's main pathways with fiber optic cable. Fewer of those pathways remain to be upgraded.
- Account 7295, Professional and Specialized Services, at \$107,600 represents a 100% (\$107,600) increase over the current year. This is due to budgeting for direct charges from other County services, primarily County Counsel and Purchasing, for increased support to expedite processing of requisitions and agreements to support the critical services the department provides to its customers.
- Account 7308, IT Hardware and Supplies, at \$134,800 represents a 20% (\$22,700) increase over the current year. This increased cost is driven by several pieces of new items that will increase the capacity of the network.
- Account 7416, Garage Charges, at \$89,244 represents a 42% (\$26,432) increase over the current year. This cost is estimated by Fleet and represents a more accurate calculation than the current year.
- Account 7491, Accounting Services, at \$21,500 represents a 146% (\$12,766) increase over the current year. This cost is estimated by the Auditor and provides for a more in-depth evaluation of the rate methodology.
- Account 7565, Countywide Cost Allocation, there is no expense budgeted for this account as the budget unit will receive a \$95,701 credit in FY 2012-13 based on calculations by Special Accounting.
- Account 7611, Security Services, at \$20,000 represents a 46% (\$16,779) decrease from the current year. This cost is estimated by Security Services and reflects an updated estimate of the department's need.

Other Charges

- Other Charges, recommended at \$103,655 represents a 104% (\$52,881) increase over the current year due to the inclusion of depreciation for new assets.

Recommended funding includes:

- Account 7890, Depreciation, at \$103,655 represents a 104% (\$52,881) increase over the current year. This increase represents the addition of the depreciation for the upgrade of the 10th Street infrastructure.

SUMMARY OF REVENUES

- Revenues are recommended at \$20,773,437 and reflect an overall 8% (\$1,626,929) increase from the current year. In addition, \$1,250,000 is being used from the ISF fund balance as part of the overall revenue stream. This is to help mitigate costs to the customer departments by keeping service rates at or near the current year level.

Revenues	FY 2010-11 Adopted	FY 2010-11 Estimated Actual	FY 2011-12 Recommended
Acct # - Revenue from the Use of Money			
3380 - Interest	100,000	104,451	100,000
Total	\$ 100,000	\$ 104,451	\$ 100,000
Acct # - Charges for Services			
5064 – Data Processing Fees	19,035,708	17,159,249	20,575,236
4921 – Recovery of Countywide Cost Alloc.	0	0	95,701
Total	\$ 19,035,708	\$ 17,159,249	\$ 20,670,937
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	10,800	4,800	2,500
Total	\$ 10,800	\$ 4,800	\$ 2,500
Total Revenues	\$ 19,146,508	\$ 17,268,500	\$ 20,773,437

PENDING FACTORS

The District Attorney's case management system, DA-STAR has reached the end of its operational life. The system will no longer run on current levels of the desktop operating system. The department has released a Request for Proposal (RFP) and is currently evaluating responses. If the department is unable to acquire a new system in FY 2012-13, the County may be exposed to increased costs to maintain a special desktop environment for the District Attorney. The department is working on cost estimates for a replacement system.

Internal Services Department – IT Services -- 8905

ISD - IT SERVICES - 8905/08**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	2	\$ 116,636
2234	Information Technology Manager	E	3	3	263,952
2243	Information Technology Division Manager	D	2	2	187,460
2248	Deputy Director of Internal Services	D	1	1	104,780
2291	Staff Analyst I	1597	2	2	83,044
2354	Deputy Director of Information Services	D	1	1	99,736
3080	Office Assistant III	1049	1	1	34,814
3110	Office Assistant II	940	1	1	31,174
3138	Telecomm Service Asst II	1342	1	1	42,406
3161	Secretary IV - Conf.	1313	1	1	47,086
3203	Account Clerk I	889	1	1	24,258
3205	Account Clerk II	986	1	1	32,708
3215	Accountant II	1743	1	1	55,094
3255	Senior Accountant	2036	2	2	125,632
3260	Account Clerk III	1106	6	6	220,116
3265	Principal Accountant	F	1	1	68,614
3704	Information Technology Analyst I	1489	1	1	40,638
3705	Information Technology Analyst II	1638	1	1	51,767
3706	Information Technology Analyst III	1932	6	6	366,444
3707	Information Technology Analyst IV	2302	15	15	1,091,220
3708	Senior Information Technology Analyst	2622	9	9	725,270
3709	Network Systems Engineer I	1489	10	10	450,216
3710	Network Systems Engineer II	1638	2	2	103,532
3711	Network Systems Engineer III	1916	9	9	545,220
3712	Network Systems Engineer IV	2302	9	9	654,732
3713	Senior Network Systems Engineer	2622	13	13	1,077,545
3745	Information Technology Analyst III - Conf	1932	1	1	52,754
3746	Information Technology Analyst IV - Conf.	2302	2	2	145,496
3747	Senior Information Technology Analyst - Conf.	2622	1	1	82,888
3754	Info Technology Business Mgr	F	1	1	80,184
8045	Director of Internal Services/Chief Information Officer	B	1	1	135,330
Subtotal			108	108	\$ 7,140,746
Auto Allowance					6,180
Salary Savings (4%)					(285,630)
TOTAL REGULAR SALARIES					\$ 6,861,296

INTERNAL SERVICES DEPARTMENT -- TELECOMMUNICATIONS					
Budget Units 8930 and 8931					
Internal Service and Equipment Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 757,996	\$ 722,512	\$ 358,283	\$ (364,229)	-50%
Services and Supplies	3,369,801	\$ 5,104,933	3,934,943	(1,169,990)	-23%
Other Charges	490,642	-	-	-	-100%
Other Financing Uses	-	1,833,567	708,516	(1,125,051)	-61%
General Fixed Assets	207,041	250,000	200,000	(50,000)	-20%
Total Appropriations	\$ 4,825,481	\$ 7,911,012	\$ 5,201,742	\$ (2,709,270)	-34%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 81,917	\$ 5,000	\$ 5,000	\$ -	0%
Charges For Services	3,594,124	\$ 3,988,878	3,579,710	(409,168)	-10%
Miscellaneous Revenues	356	\$ -	-	-	-100%
Operating Transfer In from ISF	-	\$ 1,833,567	708,516	(1,125,051)	-61%
Total Revenues	\$ 3,676,397	\$ 5,827,445	\$ 4,293,226	\$ (1,534,219)	-26%
<u>Fund Balance: Increase/(Decrease)</u>	\$ (1,149,084)	\$ (2,083,567)	\$ (908,516)	\$ 1,175,051	-56%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
Position Summary	8	4	4	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

ISD – TELECOMMUNICATIONS – 8930/8931

FUNCTION

The Telecommunications Unit provides voice communications through an Internal Service Fund (ISF) structure which operates from two budget organizations. The Telecommunications Orgs finance the operation, maintenance, upgrade, and replacement of the County's extensive telephone system. Organizationally, the unit is managed as a division of the Internal Services Department (ISD). The County's aging telephone system consisted of leased lines from commercial telephone companies, NORTEL switches, in-building cabling and wiring closets, and desk-set telephone equipment. The conversion to the integrated voice and data system, now in its final stages, replaced much of that older phone equipment with state of the art equipment capable of processing integrated voice and data transmissions. The employees in this ISF are working in conjunction with other ISD staff to manage the remaining part of the conversion to that integrated voice and data system. They also 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 2012-13 Recommended Budget of \$5,201,742 represents a 34% (\$2,709,270) decrease in appropriations and a 26% (\$1,534,219) decrease in revenues from the FY 2011-12 Adopted Budget. This decrease is due to the midyear transfer of four employees to the IT Services budget. Additional cost decreases in telephone charges, maintenance of the old legacy system, building maintenance, hardware and supplies and county overhead cost allocation are also projected. Most of these decreases are due to savings experienced from the new integrated voice and data system. In addition, \$908,516 is being used from the ISF fund balance as part of the overall revenue stream. This money comes from the accumulated depreciation account and is used to fund requested departmental changes to the old telephone system, where that system still exists. Staffing is recommended at the current year level of four positions. No salary savings were included in the recommended budget due to the limited number of staff in this Org.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

During the current budget year, the implementation of the Voice Over Internet Protocol (VOIP) telephone system has continued to move forward. By the end of the current year, with the exception of a few areas that will require additional analysis, the conversion from the old system will be complete.

Salaries and Benefits

- Salaries and Benefits are recommended at \$358,283 and represent a 50% (\$364,229) decrease from the current year. This decrease is due to the midyear transfer of four positions to Org 8905 - IT Services.

Recommended funding includes:

- Account 6100, Regular Salaries, recommended at \$180,700, represents a 56% (\$228,094) decrease from the current year. This is due to the midyear transfer of four positions to Org 8905 - IT Services.
- Account 6350, Unemployment Insurance, recommended at \$6,709, represents a 701% \$5,871 increase over the current year. This insurance premium is calculated by Risk Management and is based on updated available information.

ISD – Telecommunications -- 8930

- Account 6400, Retirement Contribution, recommended at \$97,525, represents a 53% (\$107,813) decrease from the current year. This is due to the midyear transfer of four positions to Org 8905 - IT Services.
- Account 6550, Workers' Compensation Insurance, recommended at \$17,548, represents an 80% (\$7,804) increase over the current year. This insurance premium is calculated by Risk Management.
- Account 6600, Health Insurance Contribution, recommended at \$29,550, represents a 45% (\$24,200) decrease from the current year due to the midyear transfer of four positions to Org 8905 - IT Services.

Services and Supplies

- Services and Supplies are recommended at \$3,934,943 and represent a 23% (\$1,169,990) 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:

- Accounts 7040 and 7042, Telephone Expenses, recommended at \$1,967,275, represents a 29% (\$784,465) decrease from the current year. This is attributable to a refinement in the estimated costs associated with using the commercial telephone system and to the conversion to Session Initiated Protocol (SIP) trunking.
- Account 7205, Maintenance-Equipment, recommended at \$148,000, represents a 72% (\$387,000) decrease from the current year and reflects the decreasing requirement to maintain the old phone system.
- Account 7221, Building Maintenance-GSA, recommended at \$30,000, represents an 83% (\$148,437) decrease from the current year. This reflects the diminishing need for new cabling to expand the old phone system since the new system uses existing data cables.
- Account 7294, Professional Services-Contract, recommended at \$425,000, represents a 1,049% (\$388,000) increase over the current year, which reflects cabling expenses that were budgeted in Account 7042 in prior years.
- Account 7308 and 7309, Hardware and Software Expenses, recommended at \$58,109 represents a 70% (\$40,853) decrease from the current year and reflects the efficiencies of the new phone system.
- Account 7355, Operating Leases-Equipment, recommended at \$1,126,734, represents an 11% (\$141,719) decrease from the current year. As the conversion to the new phone system nears completion, fewer new leases will be initiated.
- Accounts 7565, Countywide Cost Allocation, there are no expenses for this line item as the budget unit will receive a \$28,136 credit in FY 2012-13. This cost is calculated and allocated by the Auditor-Controller/Treasurer-Tax Collector (AC/TTC).

Fixed Assets

- Fixed Assets are recommended at \$200,000 and reflects a 20% (\$50,000) decrease from the current year. This funding is used to pay for requested changes to the remaining part of the old phone system and is entirely driven by departmental requests.

Phone System \$200,000..... Replacement - Moves, Adds, and Changes

SUMMARY OF REVENUES

- Revenues are recommended at \$4,293,226 and reflect an overall 26% (\$1,534,219) decrease from the current year. In addition, \$908,516 is being used from the ISF fund balance as part of the overall revenue stream. This money comes from the accumulated depreciation account and is used to fund requested departmental changes to the old telephone system, where that system still exists.

Revenues	FY 2010-11 Adopted	FY 2010-11 Estimated Actual	FY 2011-12 Recommended
Acct # - Revenue from the Use of Money			
3380 - Interest	5,000	57,959	5,000
Total	\$ 5,000	\$ 57,959	\$ 5,000
Acct # - Charges for Services			
5501 – Telephone Services	3,988,878	2,777,643	3,551,574
4921 – Recovery of Countywide Cost Allocation	0	0	28,136
Total	\$ 3,988,878	\$ 2,777,643	\$ 3,579,710
Acct # - Miscellaneous Revenues			
5800 – Other Misc.	0	709	0
Total	\$ 0	\$ 709	\$ 0
Acct # - Intrafund			
5953 – Op Trans In From ISF	1,833,567	0	708,516
Total	\$ 1,833,567	\$ 0	\$ 708,516
Total Revenues	\$ 5,827,445	\$ 2,836,311	\$ 4,293,226

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	Office Assistant III	1049	1	1	\$ 34,814
3138	Telecommunications Services Asst II	1342	2	2	84,812
3706	Information Technology Analyst III	1932	<u>1</u>	<u>1</u>	<u>61,074</u>
Subtotal			4	4	\$ 180,700
TOTAL REGULAR SALARIES					\$ 180,700

INTERNAL SERVICES DEPARTMENT -- Radio Operations					
Budget Units 8932 and 8934					
Internal Service and Equipment Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	\$ 392,149	\$ 389,977	\$ 397,835	\$ 7,858	2%
Services and Supplies	\$ 377,914	1,016,257	1,385,178	368,921	36%
Other Charges	\$ 440,062	44,045	44,045	-	0%
General Fixed Assets	\$ 15,289	250,000	250,000	-	0%
Total Appropriations	\$ 1,225,414	\$ 1,700,279	\$ 2,077,058	\$ 376,779	22%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 35,387	\$ 500	\$ 500	\$ -	0%
Charges For Services	\$ 1,132,503	1,449,779	1,521,558	71,779	5%
Total Revenues	\$ 1,167,890	\$ 1,450,279	\$ 1,522,058	\$ 71,779	5%
Fund Balance: Increase/(Decrease)	\$ (57,524)	\$ (250,000)	\$ (555,000)	\$ 305,000	-122%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
Position Summary	7	4	4	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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. Organizationally, this unit is managed as a division of the Internal Services Department (ISD). 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 2012-13 Recommended Budget for the Radio Shop is \$2,077,058 and represents a 22% (\$376,779) increase in appropriations and 5% (\$71,779) increase in estimated revenues over the FY 2011-12 Adopted Budget. This increase is due to the continuing acquisition of narrowband compliant equipment as that equipment is necessary to meet the federal narrowband mandate of January 2013. Staffing is recommended at the current year level of four positions. No salary savings have been included in this budget due the limited number of positions.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Much planning was done in the current year on how the network will need to be upgraded to meet the narrowband requirement mandated by the Federal Communication Commission to be effective January 2013. A model to lease the necessary equipment was developed and a significant amount of new equipment was ordered during the current budget year. Those leases will be carried forward to FY 2012-13.

Salaries and Benefits

- Salaries and Benefits are recommended at \$397,835 and represent a 2% (\$7,858) increase over the current year. This increase is primarily due to the difference between budgeted and actual salary costs in the current year and an increase in the retirement contribution rates.

Recommended funding includes:

- Account 6100, Regular Salaries, recommended at \$218,790, represents a 5% (\$11,375) increase over the current year. This is primarily due to the difference between budgeted and actual salary costs in the current year. Staffing remains at the current year level of four positions. No salary savings have been included due to small number of positions.
- Account 6300, Overtime Pay, recommended at \$13,986, represents a 50% (\$13,986) decrease from the current year. The operational requirement for the network to be fully operational on a 24-hour, 7 days a week basis in order to support the needs of law enforcement and emergency medical operations require the use of overtime. The decrease is due to updated projections of need and newer equipment that requires less emergency maintenance.
- Account 6400, Retirement Contribution, recommended at \$79,731, represents a 15% (\$10,282) increase over the current year. This is due primarily to an increase in the retirement contribution rate and the difference between current year budgeted and actual costs.

Services and Supplies

- Services and Supplies are recommended at \$1,385,178 and represent a 36% (\$368,921) increase over the current year. This increase is due primarily to the expansion of a leasing program to replace aging radio network equipment with equipment capable of operating under the narrowband mandate.

Recommended funding includes:

- Account 7221, Building Maintenance-GSA, recommended at \$7,500, represents a 59% (\$10,737) decrease from the current year. This decrease is due to newer equipment needing less wiring and cabling work in the antenna support facilities.
- Account 7225, Maintenance-Capital Projects, recommended at \$80,000, represents a 31,900% (\$79,750) increase over the current year. This increase is driven by the need for an upgrade to the air conditioning and generators at one antenna location.
- Account 7275, Inventory Purchases, recommended at \$10,400, represents a 77% (\$35,650) decrease from the current year. This reflects the transition from purchasing equipment and buying parts to maintain it, to leasing new equipment and having it repaired while still under warranty.
- Account 7308, IT Hardware and Supplies, recommended at \$318,000, represents a 72% (\$846,426) decrease from the current year. A significant amount of depreciation money was used to buy hand held and mobile radios in the current year. The majority have been replaced; the recommended amount reflects the remainder of hand held and mobile radios that still need to be changed.
- Account 7309, Computer Service Software, recommended at \$13,575, represents a 117% (\$7,325) increase over the current year. This increase is needed to program new narrowband compliant equipment.
- Account 7345, Facility Operations and Maintenance, recommended at \$9,969 represents a 43% (\$7,500) decrease from the current year. This decrease is the result of a concerted effort to accurately identify all expenses for radio antenna space.
- Account 7415, Transportation, Travel, and Education, recommended at \$5,500, represents a 450% (\$4,500) increase over the current year. This increase is required to ensure all staff are trained on the new narrowband compliant equipment.

Other Charges

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

Fixed Assets

- Fixed Assets are recommended at \$250,000 and represents no change from the current year. This funding is used to pay for necessary changes to the existing network when leasing is not cost effective.

Radio Network \$250,000 Replacement Radio Network Equipment

SUMMARY OF REVENUES

- Revenues are recommended at \$1,522,058 and represent a 5% (\$71,779) increase over the FY 2011-12 Adopted Budget. In addition, \$555,000 is being used from the ISF fund balance as part of the overall revenue stream. This money comes from the accumulated depreciation account and is used to fund replacement of aging network equipment.

Revenues	FY 2010-11 Adopted	FY 2010-11 Estimated Actual	FY 2011-12 Recommended
Acct # - Revenue from the Use of Money			
3380 - Interest	500	32,630	500
Total	\$ 500	\$ 32,630	\$ 500
Acct # - Charges for Services			
5060 – Other Charges for Current Services	1,449,779	1,322,630	1,521,558
Total	\$ 1,449,779	\$ 1,322,630	\$ 1,521,558
Total Revenues	\$ 1,450,279	\$ 1,355,260	\$ 1,522,058

PENDING FACTORS

The Federal Communications Commission (FCC) has mandated that all radio communications networks be converted to narrowband technology by January 1, 2013. This requirement has occupied much time in planning and preparing. A lot of new narrowband compliant equipment has been acquired, mainly through leases, and is currently being installed. The County plans to be in compliance by January 2013. Failure to meet this deadline will cause the FCC to shut down the County's radio communication network. This would have disastrous effects on law enforcement and emergency medical services.

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	\$ 71,058
5348	Telecommunications Technician	1558	<u>3</u>	<u>3</u>	<u>147,732</u>
Subtotal			4	4	218,790
TOTAL REGULAR SALARIES					\$ 218,790

INTERNAL SERVICES DEPARTMENT -- PEOPLESOFT OPERATIONS					
Budget Unit 8933					
Internal Service Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	\$ 139,474	\$ 143,519	\$ 150,633	\$ 7,114	5%
Services and Supplies	2,641,257	2,944,827	2,950,710	5,883	0%
Total Appropriations	\$ 2,780,731	\$ 3,088,346	\$ 3,101,343	\$ 12,997	0%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 4,216	\$ -	\$ -	\$ -	0%
Charges For Services	2,718,144	2,863,792	2,854,435	(9,357)	0%
Other Financing Sources	191,455	224,554	246,908	22,354	10%
Total Revenues	\$ 2,913,815	\$ 3,088,346	\$ 3,101,343	\$ 12,997	0%
Fund Balance: Increase/(Decrease)	\$ 133,084	\$ -	\$ -	\$ -	-100%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
Position Summary	1	1	1	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

ISD – PEOPLESOFT OPERATIONS - 8933

FUNCTION

PeopleSoft Operations is an Internal Service Fund (ISF), managed by the 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 Org. 8933 operates out of and solely comprises Fund 1030.

OVERVIEW

The FY 2012-13 Recommended Budget for PeopleSoft Operations is \$3,101,343 and represent less than a 1% (\$12,997) increase over the FY 2011-12 Adopted Budget. The increase is primarily due to updated Retirement Contribution Rates and increased support costs offset by reductions in Data Processing costs. The staffing level remains unchanged at one management position and, because of the single position, there is no salary savings budgeted for this Org.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits, recommended at \$150,633, represent a 5% (\$7,114) increase over the current year. This is due to the increase in the Retirement Contribution Rate. The staffing level remains constant at one management position.

Recommended funding includes:

- Account 6100, Regular Salaries, recommended at \$87,722, represent a 3% (\$2,675) increase over the current year and reflect the actual cost of one management position in this budget unit. There is no salary savings included in this budget unit.
- Account 6400, Retirement Contributions, recommended at \$47,344, represent an 11% (\$4,624) increase over the current year due to an increase in the Retirement Contribution rate and change in current year actual versus budget instructions.

Services and Supplies

- Services and Supplies, recommended at \$2,950,710, represent less than a 1% (\$5,883) increase over the current year.

Recommended funding includes:

- Account 7295, Professional and Specialized Services, recommended at \$480,153, represent a 161% (\$296,313) increase over the current year. This is due to an increase in liaison labor charges from the Auditor-Controller/Treasurer-Tax Collector's (AC/TTC) Office. The additional charges will increase liaison labor by three full-time equivalents (FTEs) for systems testing in the budget year.
- Account 7296, Data Processing Services, recommended at \$1,287,785, represent a 13% (\$188,975) decrease from the current year. This is due primarily to a projected reduction in the need for IT Services.
- Account 7309, Computer Services Software, recommended at \$1,119,500, represent a 5% (\$59,200) decrease from the current year. This is due primarily to a negotiated savings in contracted software maintenance.
- Account 7565, Countywide Cost Allocation, recommended at \$43,241, represent a 49% (\$41,685) decrease from the current year. This cost is calculated by AC/TTC.

SUMMARY OF REVENUES

- Revenues are recommended at \$3,101,343, and represent a .4% (\$12,997) increase over the FY 2011-12 Adoptd Budget.

Revenues	FY 2010-11 Adopted	FY 2010-11 Estimated Actual	FY 2011-12 Recommended
Acct # - Charges for Services			
5064 – Data Processing Fees	2,863,792	2,550,800	2,854,435
Total	\$ 2,863,792	\$ 2,550,800	\$ 2,854,435
Acct # - Other Financing Sources			
5950 - Ops Trans In From General Fund	224,554	224,554	246,908
Total	\$ 224,554	\$ 224,554	\$ 246,908
Total Revenues	\$ 3,088,346	\$ 2,775,354	\$ 3,101,343

PENDING FACTORS

The PeopleSoft Operations Unit will start a software upgrade program on the Human Resources module during the current year. That effort will continue into FY 2012-13. This will require support from the Oracle Corporation and funding has been included in the current year and budget year for this purpose. Failure to upgrade will result in the County's version of the PeopleSoft software being unsupported by Oracle.

ISD - PEOPLESFT 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>	
2234	Information Technology Manager	E	<u>1</u>	<u>1</u>	<u>\$ 87,722</u>
Subtotal			1	1	\$ 87,722
TOTAL REGULAR SALARIES					\$ 87,722

General Services Admin BUDGET 0130 General Fund					
	Actual* 2010-11	Adopted 2011-12	Recommended** 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,051,871	\$ 1,053,145	\$ -	\$ (1,053,145)	-100%
Services and Supplies	139,734	119,616	-	(119,616)	-100%
General Fixed Assets	3,601,259	-	-	-	-100%
Total Appropriations	\$ 4,792,864	\$ 1,172,761	\$ -	\$ (1,172,761)	-100%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 151,081	\$ 159,680	\$ -	\$ (159,680)	-100%
Charges For Services	979,301	999,914	-	(999,914)	-100%
Miscellaneous Revenues	232	-	-	-	-100%
Other Financing Sources	3,601,259	-	-	-	-100%
Intrafund Revenue	36,839	-	-	-	-100%
Total Revenues	\$ 4,768,712	\$ 1,159,594	\$ -	\$ (1,159,594)	-100%
<u>Net County Cost</u>	\$ 24,153	\$ 13,167	\$ -	\$ (13,167)	-100%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	11	-	-	-	
<p>* Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.</p> <p>**This Org is being discontinued; positions were transferred midyear to Orgs 8905 and 0440.</p>					

ISD – GENERAL SERVICES ADMIN - 0130

OVERVIEW

On April 17, 2012, the Board approved an action to discontinue this Org as part of the consolidation of common functions of the Internal Services Department. Effective FY 2012-13, all Internal Services Department Administration and Business Office functions, which includes those formerly provided under this Org, will be consolidated under Org 8905 – IT Services. Facility lease functions provided by this Org will be provided under Org 0440 – Purchasing.

Internal Services Department - Facility Services					
BUDGET 8935					
Internal Service Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	\$ 8,392,088	\$ 8,181,424	\$ 7,961,838	\$ (219,586)	-3%
Services and Supplies	13,810,878	15,138,176	21,718,093	6,579,917	43%
Other Financing Uses	1,289,439	1,313,500	1,310,575	(2,925)	0%
General Fixed Assets	17,857	-	-	-	0%
Total Appropriations	\$ 23,510,262	\$ 24,633,100	\$ 30,990,506	\$ 6,357,406	26%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 96,477	\$ 44,874	\$ 35,523	\$ (9,351)	-21%
Intergovernment Revenues - St	395,781	403,900	417,110	13,210	3%
Intergovernment Rev-Federal	16,461	-	-	-	0%
Charges For Services	22,136,229	24,161,312	30,502,118	6,340,806	26%
Miscellaneous Revenues	329,357	23,014	35,755	12,741	55%
Total Revenues	\$ 22,974,306	\$ 24,633,100	\$ 30,990,506	\$ 6,357,406	26%
Fund Balance: Increase/(Decrease)	\$ (535,956)	\$ -	\$ -	\$ -	0%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
Position Summary	117	99	99	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 and remodeling and modifications to County facilities, Facility Services provides computer cabling and furniture moves as requested by County departments.

OVERVIEW

The FY 2012-13 Recommended Budget of \$30,990,506 reflects a 26% (\$6,357,406) increase in appropriations and revenues over the FY 2011-12 Adopted Budget. The increase is primarily due to the \$4 million appropriated for the Job Order Contractor (JOC) Agreement that will be a direct chargeback to the departments requesting the work. Increase is also due to the implementation of a three-year plan to restore a reserve of 60 days of operating capital. Staffing is recommended to remain at the current level of 99 positions, which reflects a midyear decrease of 10 positions from the level originally budgeted in FY 2011-12. Of the ten positions, one position was transferred to support Org 8970 - Security Services, while the remaining nine vacant positions were deleted. No salary savings have been included in the recommended budget.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Beginning in FY 2012-13, Facility Services will be implementing a new billing model based on actual costs. County departments will be charged for actual labor and materials expended, which is a move from the current method of billing a set basic service charge based on historical data.

Salaries and Benefits

- Salaries and Benefits, recommended at \$7,961,838, represents a 3% (\$219,586) decrease from the current year primarily due to the midyear transfer of one position to Org 8970 - Security Services and deletion of nine vacant positions.

Recommended funding includes:

- Account 6100 - Regular Salaries, recommended at \$3,926,780, represents a 3% (\$118,957) decrease from the current year primarily due to the midyear transfer of one position out of this Org and the deletion of nine vacant positions.
- Account 6250 - Shift Differential represents a 100% (\$41,876) decrease from the current year. There is no amount budgeted for FY 2012-13 as the costs are now included in Regular Salaries.
- Account 6300 - Overtime, recommended at \$97,320, represents a 30% (\$22,320) increase over the current year. Increase in cost is the result of basing the budgeted amount on FY 2011-12 estimated actuals.
- Account 6310 - Overtime Due to Holiday, recommended at \$14,038, represents a 100% (\$14,038) increase over the current year. The budgeted amount is based on the FY 2011-12 estimated actual cost. There was no amount budgeted in this account in the current year.
- Account 6400 - Retirement Contribution, recommended at \$2,110,202, represents a 5% (\$98,124) increase over the current year due to increased retirement contributions and the difference between the current year budgeted and actual costs. The increase is partially offset with the midyear reduction of ten positions from this Org.

- Account 6500 - OASDI Contribution, recommended at \$276,919, represents a 20% (\$67,852) decrease from the current year due to the midyear transfer one position out of this Org and the deletion of nine vacant positions.
- Account 6600 - Health Insurance Contribution, recommended at \$561,016, represents a 17% (\$115,384) decrease from the current year due to the midyear transfer of one position out of this Org and the deletion of nine vacant positions.

Services and Supplies

- Services and Supplies, recommended at \$21,718,093 represents a 43% (\$6,579,917) increase over the current year primarily due to the JOC work and to the cost of recovering the amount to facilitate a three-year recovery plan to return this Org to solvency and achieve a 60 day reserve of operating capital.

Recommended funding includes:

- Account 7070 - Household Expense, recommended at \$641,000, represents a 16% (\$119,000) decrease from the current year primarily due to transferring the cost of waste and disposal services to Account 7431 – County Departmental Utilities.
- Account 7175 - Property Insurance, recommended at \$113,227, represents a 1,269% (\$104,955) increase over current year primarily due to the reinstatement of vehicle damage insurance. Rates are determined by Risk Management.
- Account 7205 - Maintenance-Equipment, recommended at \$937,800, represents a 32% (\$227,123) increase over the current year. Increase in cost is the result of basing the budgeted amount on FY 2011-12 estimated actuals.
- Account 7220 - Maintenance-Buildings and Grounds, recommended at \$1,599,291, represents a 28% (\$349,291) increase over the current year. The increase is the result of basing the budgeted amount on FY 2011-12 estimated actual costs, which include the additional cost of taking over the responsibility of Administrative Office of the Courts (AOC) Court maintenance.
- Account 7295 - Professional and Specialized Services, recommended at \$4,757,113, represents a 210% (\$3,221,174) increase over the current year primarily due to the appropriations for the JOC agreement that will be a direct chargeback to the departments requesting the work.
- Account 7296 - Data Processing, recommended at \$282,452, represents a 132% (\$160,625) increase over the current year primarily due to adding the costs of Information Technology (IT) labor that provides direct support to the department.
- Account 7431 - County Departmental Utilities, recommended at \$9,435,028, represents a 4% (\$346,858) decrease from the current year. Decrease in cost is the result of basing the budgeted amount on FY 2011-12 estimated actual costs and takes into account any future rate increases projected by PG&E.
- Account 7491 - Accounting Services, recommended at \$57,046, represents an 804% (\$50,736) increase over the current year primarily due to anticipated audit expense. The costs are estimated by the Auditor-Controller/Treasurer-Tax Collector (AC/TTC).
- Account 7564 - Other Expense, recommended at \$2,950,086, has no amount budgeted in the current year. This cost represents the amount to be recovered in order to facilitate a three-year recovery plan to return this Org to solvency and achieve a 60 day reserve of operating capital.
- Account 7565 - Countywide Cost Allocation, recommended at \$107,236, represents a 21% (\$27,684) decrease from the current year. This cost is calculated by AC/TTC.

Other Charges

- Other Financing Uses, recommended at \$1,310,575, represents less than a 1% (\$2,925) decrease from the current year based on the actual amount of debt service due for the energy project financing.

SUMMARY OF REVENUES

- Revenues represent a 26% (\$6,357,406) increase over the current year, which is primarily based on the recovery of costs for the services provided to user departments. Beginning in FY 2012-13, Account 4897 - Buildings and Grounds Maintenance and Account 5040 - Other County Departments Services will not be used and all charges for services will be recorded in Account 5060 - Other Charges for Current Services.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Revenue from the Use of Money			
3404 – Other Rental of Buildings & Land	44,874	168,653	35,523
Total	\$ 44,874	\$ 168,653	\$ 35,523
Acct # - Intergovernment Revenues – State			
3575 – State - Other	403,900	356,124	417,110
Total	\$ 403,900	\$ 356,124	\$ 417,110
Acct # - Charges for Services			
4897 – Buildings & Grounds Maintenance	9,942,420	9,946,284	0
4900 – Dept Charges Energy Project Debt Service	1,313,500	1,313,500	1,341,879
5040 – Other County Departments Services	3,123,506	2,293,684	0
5060 – Other Charges for Curr Services	0	0	19,706,711
5046 – Interfund Utilities Reimbursement	9,781,886	9,136,264	9,453,528
Total	\$ 24,161,312	\$ 22,689,732	\$ 30,502,118
Acct # - Miscellaneous Revenues			
5800 – Misc Revenue	23,014	132,508	35,755
Total	\$ 23,014	\$ 132,508	\$ 35,755
Total Revenues	\$ 24,633,100	\$ 23,347,017	\$ 30,990,506

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	\$ 31,174
3160	Secretary IV	1419	1	1	42,874
3440	Stock Clerk II	933	1	1	28,444
5050	Maintenance Janitor	970	6	6	172,302
5055	Janitor	942	39	39	1,098,864
5061	Supervising Janitor	1124	3	3	100,178
5201	Maintenance Services Supervisor	2067	3	3	186,186
5202	Building Maintenance Engineer	1563	10	10	459,342
5230	Facility Services Manager	E	1	1	75,426
5231	Facility Services Supervisor	2349	1	1	71,630
5303	Floor Installer	1320	1	1	40,274
5315	Maintenance Carpenter	1614	1	1	49,244
5325	Maintenance Painter	1502	3	3	137,358
5326	Maintenance Plumber	1680	9	9	460,980
5327	Maintenance Electrician	1614	6	6	295,464
5328	Locksmith	1614	3	3	147,732
5330	Air Conditioning Mechanic	1680	9	9	460,980
5375	Building Maintenance Specialist	2032	1	1	68,328
Subtotal			99	99	\$ 3,926,780
TOTAL REGULAR SALARIES					\$ 3,926,780

INTERNAL SERVICES DEPARTMENT -- FLEET SERVICES					
BUDGET 8910 and 8911					
Internal Service and Equipment Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 2,862,276	\$ 2,744,805	\$ 2,769,254	\$ 24,449	1%
Services and Supplies	7,660,454	8,264,657	9,051,692	787,035	10%
Other Charges	2,641,648	1,006,919	2,117,526	1,110,607	110%
General Fixed Assets	2,037,674	1,920,000	3,435,100	1,515,100	79%
Total Appropriations	\$ 15,202,051	\$ 13,936,381	\$ 17,373,572	\$ 3,437,191	25%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 1,270,007	\$ 105,000	\$ -	\$ (105,000)	-100%
Charges For Services	9,621,022	11,701,181	13,938,472	2,237,291	19%
Miscellaneous Revenues	149,370	130,200	-	(130,200)	-100%
Other Financing Sources	388,456	80,000	1,100,000	1,020,000	1275%
Residual Equity Transfers (In)	34,628	-	165,000	165,000	0%
Total Revenues	\$ 11,463,483	\$ 12,016,381	\$ 15,203,472	\$ 3,187,091	27%
<u>Fund Balance: Increase/(Decrease)</u>	\$ (3,738,569)	\$ (1,920,000)	\$ (2,170,100)	(250,100)	13%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
Position Summary	37	30	30	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 2012-13 Recommended Budget of \$17,373,572 reflect a 25% (\$3,437,191) increase in appropriations and 27% (\$3,187,091) increase in revenues over the FY 2011-12 Adopted Budget. The increase is due primarily to an expected increase in the cost of fuel, purchases of new vehicles, which will meet pollution standards, and the accompanying depreciation on those new vehicles. A total of \$2,170,100 is being used from the replacement reserves fund balance as part of the overall revenue stream. The reserve funds are derived primarily from the collection of depreciation charges and are used to fund the replacement of vehicles and heavy duty equipment. Staffing is recommended to remain at the current level of 30 positions, which reflects a midyear decrease of 3 positions. No salary savings have been used in the recommended budget as a result of minimal turnover due to the small number of staff for this budget unit.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

As departments assess their current vehicle/equipment needs and review utilization data, Fleet Services realized reductions in their fleet complement in FY 2011-12. Further reductions in vehicles and equipment are anticipated for FY 2012-13. Consequently, a reduction in staff was accomplished with a salary resolution presented midyear, which eliminated two vacant positions and transferred one position to Org 8905 - IT Services.

Salaries and Benefits

- Salaries and Benefits are recommended at \$2,769,254, and represent a 1% (\$24,449) increase over the current year. Savings realized from the deletion and transfer of positions is offset by increases in extra-help, retirement contribution rates, Workers' Compensation, and health insurance costs.

Recommended funding includes:

- Account 6100, Regular Salaries at \$1,407,494 represent a 5% (\$71,871) decrease from the current year due to the midyear transfer of one position to Org 8905 - IT Services and the deletion of two positions.
- Account 6200, Extra-Help, at \$52,059 represent a 256% (\$37,447) increase over the current year. This is due to an increased need for extra-help in the automotive shop.
- Account 6400, Retirement Contributions, at \$752,675 represent a 2% (\$17,828) increase over the current year. This increase is due to an increase in the retirement contribution rates, which is partially offset by the reduction in positions.
- Account 6550, Workers' Compensation Contribution at \$218,008 represents a 25% (\$44,205) increase over the current year. This increase is due to increased rates provided by Risk Management.

Services and Supplies

- Services and Supplies, recommended at \$9,051,692, represent a 10% (\$787,035) increase over the current year. This increase is due to several factors: increases in accounting and IT analyst charges, an increase in the price of fuel, diesel, and propane, and an increase in the costs associated with the department's plan to establish a 60 day working capital reserve.

Recommended funding includes:

- Account 7205, Maintenance-Equipment, at \$324,906 represents a 35% (\$175,094) decrease from the current year as a result of cost reductions resulting from a reduced fleet.
- Account 7295, Professional and Specialized Services, at \$537,866 represent a 28% (\$118,422) increase over the current year as a result of increased direct charges in accounting and business analysis services.
- Account 7296, Data Processing Services, at \$258,664 represents a 125% (\$143,813) increase over the current year as a result of increased direct charges from Org 8905 – IT Services for IT analyst services.
- Account 7309, Computer Service Software, at \$189,691 represents a 52% (\$64,691) increase over the current year. This increase is due to expected implementation costs associated with the integration of the GPS system on 200 units.
- Account 7355, Operating Leases Equipment, at \$45,883 represents a 606% (\$39,383) increase over the current year. This increase is due to expected lease payments resulting from the establishment of lease agreements in lieu of purchasing a vehicle or heavy duty equipment.
- Account 7400, Special Departmental Expense, at \$5,891,538 represents a 12% (\$641,538) increase over the current year due to expected increases in the price of gasoline, diesel, and propane.
- Account 7564, Other Expenses is budgeted in the amount of \$276,487 for FY 2012-13. This amount represent the first year of a three-year recovery plan to establish a 60 day working capital reserve.
- Account 7565, Countywide Cost Allocation, there is no expense budgeted for this account as Fleet Services will receive a credit in the amount of \$223,084 for FY 2012-13. This credit is calculated by the AC/TTC Special Accounting division as part of their Cost Plan preparation.

Other Charges

- Other Charges, recommended at \$2,117,526, represent a 110% (\$1,110,607) increase over the current year. This is primarily due to increased depreciation charges resulting from depreciation charges for newer vehicles/equipment that replaced older fully depreciated vehicles. Additionally, the inflationary rate used to account for inflationary increases in the cost of vehicles/equipment increased in FY 2012-13.

Fixed Assets

- Fixed Assets, recommended at \$3,435,100, represent a 79% (\$1,515,100) increase over the current year. This is primarily due to an increase in planned purchases of light duty vehicles to replace aging vehicles. Additionally, there is an increase in planned purchases of heavy duty equipment on behalf of Public Works and Planning - Roads amounting to \$1,100,000.

- (67) Light Duty Vehicles.....\$1,257,100 ... Replacement - User Departments
- (5) Shop Equipment.....\$38,000 ... Replacement - Fleet Services
- (4) Totally Damaged Vehicles\$75,000 ... Replacement
- (8) CARB Retrofits (Heavy Duty)\$200,000 ... Emission Standards Compliance
- (8) Heavy Duty Equipment.....\$600,000 ... Replacement - User Departments
- (6) Vehicles (56302005)\$165,000 ... Replacement - Behavioral Health
- (7) Heavy Duty Equipment (Road Fund)...\$1,100,000 ... Replacement - Public Works

SUMMARY OF REVENUES

- Revenues are recommended at \$15,203,472, which reflect an overall 27% (\$3,187,091) increase over the current year. The recommended increase is primarily due to an increase in projected revenue resulting from the recovery of costs for the services provided to user departments. In addition, \$1,265,000 is being recovered directly from user departments for the purchase of vehicles and heavy duty equipment. Further, \$2,170,100 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. The reserve funds are used primarily for the replacement of vehicles and heavy duty equipment.

venues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Revenue from the Use of Money			
3380 - Interest	105,000	91,636	0
Total	\$ 105,000	\$ 91,636	\$ 0
Acct # - Charges for Services			
5040 – Other Cty Dpts Services	60,820	263,450	655,967
5060 – Other Charges For Curr Servs	11,640,361	13,639,560	13,059,421
4921 – Recovery of Co. Wide Cost Alloc	0	0	223,084
Total	\$ 11,701,181	\$ 13,903,010	\$ 13,938,472
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	9,500	28,500	0
5806 – Loss Recovery - Risk Management	120,700	68,359	0
Total	\$ 130,200	\$ 96,859	\$ 0
Acct # - Other Financing Sources			
5911 – Sale of Fixed Assets	80,000	250,000	0
5959 – Transfer From Trust Fund	0	0	1,100,000
Total	\$ 80,000	\$ 250,000	\$ 1,100,000
Acct # - Residual Equity Transfer (In)			
5986 – Residual Equity Transfer In	0	458,000	165,000
Total	\$ 0	\$ 458,000	\$ 165,000
Total Revenues	\$ 12,016,381	\$ 14,799,505	\$ 15,203,472

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	\$ 40,690
3080	Office Assistant III	1153	2	2	69,896
3110	Office Assistant II	1033	1	1	28,397
3140	Secretary III	1285	1	1	38,915
3410	Fleet Services Parts Specialist	1173	2	2	71,828
5307	Automotive Mechanic	1547	6	6	284,070
5309	Fleet Services Supervisor	2137	2	2	130,814
5313	Heavy Duty Mechanic	1547	7	7	325,935
5331	Master Automotive Mechanic	1983	1	1	60,161
5332	Master Heavy Duty Mechanic	1983	1	1	60,161
5340	Equipment Service Assistant	1124	2	2	67,208
5360	Senior Welder	2046	1	1	62,040
5365	Fleet Services Manager	E	1	1	72,689
5370	Welder	1547	2	2	94,690
Subtotal			30	30	\$ 1,407,494
TOTAL REGULAR SALARIES					\$ 1,407,494

ISD – Graphic Communication Services -- 8920

Internal Services Department - Graphic Communication Services					
BUDGET 8920					
Internal Service Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,192,760	\$ 1,174,343	\$ 1,034,027	\$ (140,316)	-12%
Services and Supplies	2,202,092	2,306,463	2,307,095	632	0%
Other Charges	9,812	9,812	6,422	(3,390)	-35%
Total Appropriations	\$ 3,404,663	\$ 3,490,618	\$ 3,347,544	\$ (143,074)	-4%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ (1,631)	\$ -	\$ -	\$ -	0%
Charges For Services	3,044,312	3,490,618	2,754,824	(735,794)	-21%
Miscellaneous Revenues	-	-	592,720	592,720	100%
Other Financing Sources	14	-	-	-	0%
Total Revenues	\$ 3,042,695	\$ 3,490,618	\$ 3,347,544	\$ (143,074)	-4%
<u>Fund Balance: Increase/(Decrease)</u>	\$ (361,968)	\$ -	\$ -	\$ -	0%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
Position Summary	20	17	16	(1)	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

ISD - GRAPHIC COMMUNICATION SERVICES - 8920

FUNCTION

Graphic Communication Services processes all 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 2012-13 Recommended Budget of \$3,347,544 reflects a 4% (\$143,074) decrease in appropriations and revenues from the FY 2011-12 Adopted Budget. Staffing is recommended at 16 positions, which reflects the midyear deletion of 2 vacant positions and the recommended deletion of 1 vacant position in the recommended budget. No salary savings have been used in this recommended budget because of the small number of staff in this budget unit.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

As a result of transitioning the printing unit from traditional offset printing to digital printing, Graphic Communication Services is able to reduce its staffing by one Offset Equipment Operator.

Salaries and Benefits

- Salaries and Benefits, recommended at \$1,034,027, represent a 12% (\$140,316) decrease from the current year primarily due to the midyear deletion of two vacant positions and the recommended deletion of one vacant position.

Recommended funding includes:

- Account 6100, Regular Salaries recommended at \$514,540, represent a 15% (\$91,990) decrease from the current year primarily due to the midyear deletion of two vacant positions and the recommended deletion of one vacant position.
- Account 6400, Retirement Contributions recommended at \$271,551, represent a 9% (\$26,662) decrease from the current year primarily due to the midyear deletion of two vacant positions and the recommended deletion of one position. Savings from the deletion of positions are offset by an increase in Retirement Contribution rates.
- Account 6500, OASDI Contribution recommended at \$39,361, represent a 15% (\$7,077) decrease from the current year primarily due to the deleted positions.
- Account 6600, Health Insurance Contributions recommended at \$107,437, represent a 13% (\$15,700) decrease from the current year primarily due to the deleted positions.

Services and Supplies

- Services and Supplies, recommended at \$2,307,095, represent less than a 1% (\$632) increase over the current year. The increase is primarily due to the cost of the three year recovery plan to achieve the 60 day operating capital, which is offset by reductions in Store Supplies, Professional and Specialized Services, and the Countywide Cost Allocation.

Recommended funding includes:

- Account 7040, Telephone Charges, recommended at \$2,702 represent a 28% (\$1,031) decrease from the current year. This cost is estimated by IT Services and reflects updated information.
- Account 7070, Household Expenses, recommended at \$2,000 represent a 71% (\$4,291) decrease from the current year. The decrease is primarily due to limiting uniforms to only the messenger service.
- Account 7175, Insurance-Other, recommended at \$4,028, represent a 158% (\$2,469) increase over the current year due to reinstatement of vehicle damage insurance. This figure is supplied by Risk Management.
- Account 7205, Maintenance-Equipment recommended at \$1,000, represent an 82% (\$4,440) decrease from the current year. This decrease is primarily due to the transition from old, mechanical offset printers that require high maintenance to new, leased high speed digital printers. There is no increase in the cost of leased high speed digital printers reflected in the recommended budget as the transition to digital printers were initiated in FY 2011-12. To avoid service disruption to customers, the department took a phase-in transition and, as this transition crosses over to FY 2012-13, more of the old mechanical offset printers are taken out of service as the new digital printers are brought up to capacity.
- Account 7280, Store Supplies recommended at \$205,699, represent a 33% (\$102,850) decrease from current year. The decrease is primarily due to the decline of in-house printing.
- Account 7295, Professional and Specialized Services, recommended at \$108,579, represent a 74% (\$305,666) decrease from current year. The decrease is primarily due to a reduction in the use of commercial printing services.
- Account 7491, Accounting Services recommended at \$6,560, represent a 162% (\$4,060) increase over current year based on estimates provided by the Auditor-Controller/Treasurer-Tax Collector (AC/TTC).
- Account 7564, Other Expense recommended at \$477,248, is a new expense for the budget year. This cost represents the amount to be recovered in order to facilitate a three year recovery plan so that this budget unit achieves a 60 day reserve of operating capital.
- Account 7565, Countywide Cost Allocation has no cost budgeted as the department will receive a \$304,555 credit in FY 2012-13. Countywide Cost Allocation amounts are calculated and provided by AC/TTC.
- Account 7611, Security Services recommended at \$2,260, represent a 91% (\$1,075) increase over the current year. This cost is estimated by Security and reflects an updated estimate of need for security services.

Other Charges

- Other Charges, recommended at \$6,422, represent a 35% (\$3,390) decrease from the current year primarily due to equipment becoming fully depreciated in FY 2011-12, which results in no expense occurring in FY 2012-13.

Recommended funding includes:

- Account 7893, Depreciation Office Furn. and Equip represent a 100% (\$3,390) decrease from the current year due to equipment becoming fully depreciated and no longer being expensed.

SUMMARY OF REVENUES

- Revenues, recommended at 3,347,544, represent a 4% (\$143,074) decrease from the current year, which is primarily based on the recovery of costs for the services provided to user departments. Beginning in FY 2012-13, Account 5040-Other Cty Department Services, will not be used to record revenue and charges for services will be recorded in Account 5060, Other Charges for Current Services. In addition, for FY 2012-13, revenue collected for the Messenger Service will be recorded in Account 5800, Misc. Revenue. Revenues for FY 2012-13 include a credit of \$304,555 for the recovery of the Countywide Cost Allocation, which was provided by AC/TTC.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Charges for Services			
5040 – Other Cty Dpts Services	1,691,300	1,488,166	0
5048 – Postage Charges	1,546,595	1,529,695	1,415,762
5060 – Other Charges for Curr Services	252,723	125,802	1,034,507
4921 – Recovery of Co Wide Cost Alloc	0	0	304,555
Total	\$ 3,490,618	\$ 3,143,663	\$ 2,754,824
Acct # - Miscellaneous Revenues			
5800 – Misc Revenue	0	29	592,720
Total	\$ 0	\$ 29	\$ 592,720
Total Revenues	\$ 3,490,618	\$ 3,143,692	\$ 3,347,544

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	\$ 39,776
2217	Graphic Communication Services Manager	H	1	1	56,924
3037	Driver	987	8	8	226,447
3110	Office Assistant II	1033	2	2	62,588
3205	Account Clerk II	1083	1	1	32,834
3535	Offset Equipment Operator II	1002	3	2	61,336
3542	Senior Offset Equipment Operator	1132	1	1	34,635
Subtotal			17	16	\$ 514,540
TOTAL REGULAR SALARIES					\$ 514,540

VACANT POSITION DELETED (Effective July 23, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
3535	Offset Equipment Operator II	1002	1	\$ 63,907
	Cost of Restoring Vacant Position		1	\$ 63,907

INTERNAL SERVICES DEPARTMENT -- Security					
BUDGET 8970					
Internal Service Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 3,317,406	\$ 3,096,672	\$ 3,301,888	\$ 205,216	7%
Services and Supplies	1,151,577	1,353,298	1,586,501	233,203	17%
Total Appropriations	\$ 4,468,983	\$ 4,449,970	\$ 4,888,389	\$ 438,419	10%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 334,324	\$ 317,831	\$ 329,849	\$ 12,018	4%
Rev From Use of Money & Prop	633,801	600,000	593,249	(6,751)	-1%
Charges For Services	3,561,774	3,532,139	3,965,291	433,152	12%
Miscellaneous Revenues	116,810	-	-	-	0%
Total Revenues	\$ 4,646,710	\$ 4,449,970	\$ 4,888,389	\$ 438,419	10%
<u>Net County Cost</u>	\$ (177,727)	\$ -	\$ -	\$ -	0%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	49	43	43	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

ISD – SECURITY SERVICES – 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 2012-13 Recommended Budget of \$4,888,389 reflects a 10% (\$438,419) increase in appropriations and estimated revenues from the FY 2011-12 Adopted Budget. The increase is due primarily to the establishment of a three-year plan to achieve a 60 day working capital reserve as directed by the Cost Principles of Local Governments (OMB A-87) in the Handbook of Cost Plan Procedures for California Counties. Staffing is recommended to remain at the current level of 43 positions, which includes the midyear transfer of 1 position from Org 8935 – Facility Services. No salary savings were included in the recommended budget.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Beginning in FY 2012-13, Security Services will be implementing a new billing model based on actual costs. County departments will be charged for actual labor and materials expended, which is a move from the current method of billing a set basic service charge based on historical data.

Salaries and Benefits

- Salaries and Benefits are recommended at \$3,301,888 and represent a 7% (\$205,216) net increase over the current year primarily due to the midyear transfer of one position from Org 8935 - Facility Services, an increase in the retirement rates, and the difference between the current year budgeted and actual costs.

Recommended funding includes:

- Account 6100, Regular Salaries recommended at \$1,517,438, represent a 7% (\$93,083) increase over the current year due to the midyear transfer of one position to this Org.
- Account 6400, Retirement Contribution recommended at \$796,004, represents a 12% (\$86,357) increase over the current year due to increased retirement rates and reflecting cost of the position transferred to this Org midyear.
- Account 6550, Workers' Compensation Contribution at \$66,759 represents a 28% (\$14,474) increase over the current year.

Services and Supplies

- Services and Supplies, recommended at \$1,586,501, represent a 17% (\$233,203) increase over the current year primarily due to the establishment of a three-year plan to achieve a 60 day working capital reserve.

Recommended funding includes:

- Account 7205, Maintenance-Equipment recommended at \$250,000, represents a 17% (\$52,000) decrease from the current year. This is due primarily to cost reductions in alarm maintenance.

- Account 7295, Professional and Specialized Services recommended at \$165,846, represents a 22% (\$47,551) decrease from the current year. This reduction is due to a decrease in accounting and business analysis services.
- Account 7296, Data Processing Services recommended at \$68,357, represents a 103% (\$34,689) increase over the current year primarily due to an increase in direct charges from Org 8905 – IT Services for IT Analyst services.
- Account 7564, Other Expense is budgeted at \$345,174 for FY 2012-13. This amount represents the first year of a three-year recovery plan to establish a 60 day working capital reserve.
- Account 7565, Countywide Cost Allocation, there is no expense budgeted for this account as Security will receive a credit in the amount of \$140,303 for FY 2012-13. This credit is calculated by the Auditor-Controller/Treasurer-Tax Collector Special Accounting Division as part of their Cost Plan preparation.

SUMMARY OF REVENUES

- Revenues are recommended at \$4,888,389 and reflect an overall 10% (\$438,419) increase over the current year. The recommended increase is primarily due to an increase in projected revenue resulting from the recovery of costs for the services provided to user departments.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3296 – Vehicle Code Fines/Parking	317,831	309,758	329,849
Total	\$ 317,831	\$ 309,758	\$ 329,849
Acct # - Revenue from the Use of Money			
3401 – County Parking Facilities	600,000	618,043	593,249
Total	\$ 600,000	\$ 618,043	\$ 593,249
Acct # - Charges for Services			
4921 – Recovery of Co Wide Cost Alloc	0	0	140,303
5040 – Other Cty Dpts Services	2,685,558	2,418,025	3,712,042
5043 – Serv Other County Dept.-P.Y.	92,070	73,452	112,946
5060 – Other Charges For Curr Servs	754,511	734,048	0
Total	\$ 3,532,139	\$ 3,225,525	\$ 3,965,291
Total Revenues	\$ 4,449,970	\$ 4,153,326	\$ 4,888,389

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	\$ 38,298
3140	Secretary III	1285	1	1	38,766
5206	Chief of Security	F	1	1	69,368
5236	Supervising Security Officer	1574	2	2	96,044
5237	Security Officer II	1090	29	29	969,150
5238	Security Officer I	968	3	3	83,876
5239	Senior Security Officer	1239	6	6	221,936
Subtotal			43	43	\$ 1,517,438
TOTAL REGULAR SALARIES					\$ 1,517,438

INTERNAL SERVICES DEPARTMENT -- Purchasing					
BUDGET 0440					
General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	\$ 761,234	\$ 755,786	\$ 973,665	\$ 217,879	29%
Services and Supplies	71,604	83,050	98,242	15,192	18%
Total Appropriations	\$ 832,838	\$ 838,836	\$ 1,071,907	\$ 233,071	28%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ -	\$ -	\$ 153,544	\$ 153,544	100%
Charges For Services	153,117	177,865	366,520	188,655	106%
Miscellaneous Revenues	133,054	94,000	114,662	20,662	22%
Intrafund Revenue	117,615	166,303	-	(166,303)	-100%
Total Revenues	\$ 403,786	\$ 438,168	\$ 634,726	\$ 196,558	45%
<u>Net County Cost</u>	\$ 429,052	\$ 400,668	\$ 437,181	\$ 36,513	9%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ (Decrease)	
Position Summary	10	11	11	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 2012-13 Recommended Budget appropriations of \$1,071,907 reflect a 28% (\$233,071) increase over the FY 2011-12 Adopted Budget. The FY 2012-13 Recommended Budget revenues of \$634,726 reflect a 45% (\$196,558) increase over the FY 2011-12 Adopted Budget. The increase is primarily due to the transfer of Plaza building rentals and County lease services functions from Org 0130-GSA Administration to this budget. The FY 2012-13 net County cost (NCC) for this department is \$437,181, which includes an estimated NCC carryover of \$14,000 from FY 2011-12. Staffing is recommended to remain at the current level of 11 positions, which reflects the midyear transfer of 1 position associated with the Plaza rental and County lease functions to this Org. No salary savings have been used in calculating Regular Salaries (Account 6100) in the recommended budget as a result of limited turnover due to the small number of staff.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

On April 17, 2012, the Board approved an action to dissolve Org 0130-GSA Admin and to transfer one position to this budget unit as part of the consolidation of Internal Services. As a result of this position transfer, Plaza building rentals and lease services will now be handled through this budget unit.

Salaries and Benefits

- Salaries and Benefits, recommended at \$973,665, represent a 29% (\$217,879) increase over the current year primarily due to the salary resolution accomplished midyear to transfer one position from Org 0130-GSA Administration. The increase is also the result of increases in the retirement contribution rates.

Recommended funding includes:

- Account 6100, Regular Salaries, at \$521,696, represents a 23% (\$96,971) increase over the current year. This increase is due to the salary resolution accomplished midyear to transfer in one position from GSA Administration.
- Account 6200, Extra-Help, at \$45,304, represents an 89% (\$21,304) increase over the current year as a result of additional specialized procurement requests by user departments and expected increases in workloads. Costs for the services are partially offset by the Departments of Social Services and Behavioral Health.
- Account 6400, Retirement Contribution, at \$280,588, represents a 32% (\$68,344) increase over the current year. This increase is due primarily to an increase in the retirement contribution rate and the salary resolution approved midyear to transfer one position from Org 0130 - GSA Administration.

- Account 6600, Health Insurance Contribution, at \$75,513 represents a 40% (\$21,553) increase from the current year. This increase is due to the midyear transfer of one position from Org 0130-GSA Administration and updated dependent health coverage information.

Services and Supplies

- Services and Supplies, recommended at \$98,242, represent an 18% (\$15,192) increase over the current year. The increase is primarily due to the services and supplies costs associated with the midyear transfer of one position from GSA Administration. The services and supplies costs most affected are facility, security and interoffice stop mail services.

Recommended funding includes:

- Account 7221, Building Maintenance-GSA, at \$12,520 represents a 4073% (\$12,220) increase over the current year. This increase in facility service costs represents the additional office space occupied at the Plaza Building by the one employee transferred from Org 0130-GSA Administration.
- Account 7266, Interoffice Messenger Mail, at \$5,330 represents a 100% (\$2,671) increase over the current year. This increase is to pay for an additional stop at the Plaza building used by the employee transferred from Org 0130-GSA Administration.
- Account 7611, Security Services, at \$4,341 represents a 4141% (\$4,241) increase over the current year. This cost is estimated by Security and reflects the shared costs of security services for the occupancy at the Plaza Building by the one employee transferred from Org 0130-GSA Administration.

SUMMARY OF REVENUES

- Revenues are recommended at \$634,726, which represents a 45% (\$196,558) increase over the current year primarily due to the revenue generated by the one employee transferred from Org 0130-GSA Administration. These reflect revenues from Plaza building rentals and for lease services charges to user departments.
- Net County Cost (NCC) Carryover – The department's NCC allocation for FY 2012-13 includes an additional \$14,000 that is a carryover of 50% of the department's projected NCC saving from FY 2011-12.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Revenue from the Use of Money			
3404 – Other Rental Of Bldgs & Land	0	0	153,544
Total	\$ 0	\$ 0	\$ 153,544
Acct # - Charges for Services			
5040 – Other Cty Dpts Services	177,865	177,865	366,520
Total	\$ 177,865	\$ 177,865	\$ 366,520
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	94,000	124,000	114,662
Total	\$ 94,000	\$ 124,000	\$ 114,662
Acct # - Intrafund			
5990 – Intrafund Revenue	166,303	166,303	0
Total	\$ 166,303	\$ 166,303	\$ 0
Total Revenues	\$ 438,168	\$ 468,168	\$ 634,726

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>	
2229	Senior Buyer	1891	1	1	\$ 57,694
2230	Buyer I	1189	2	2	76,058
2231	Buyer III	1705	3	3	155,662
2270	Senior Administrative Analyst	F	1	1	66,508
2314	Purchasing Supervisor	2147	1	1	65,494
3080	Office Assistant III	1153	1	1	34,814
3110	Office Assistant II	1033	2	2	65,466
Subtotal			11	11	\$ 521,696
TOTAL REGULAR SALARIES					\$ 521,696

Department of Public Health BUDGET 5620 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	\$ 43,184,530	\$ 44,902,814	\$ 47,559,067	\$ 2,656,253	6%
Services and Supplies	16,830,430	19,978,483	19,057,770	(920,713)	-5%
Residual Equity Transfers(Out)	-	22,000	-	(22,000)	-100%
General Fixed Assets	-	149,720	-	(149,720)	-100%
Total Appropriations	\$ 60,014,960	\$ 65,053,017	\$ 66,616,837	\$ 1,563,820	2%
<u>Revenues</u>					
Licenses, Permits & Franchises	\$ 51,314	\$ 66,751	\$ 106,751	\$ 40,000	60%
Fines, Forfeitures & Penalties	12,608	10,000	10,000	-	0%
Intergovernment Revenues - St	6,169,215	8,029,644	8,040,368	10,724	0%
Intergovernment Rev-Federal	9,664,929	11,002,717	12,164,416	1,161,699	11%
Charges For Services	13,107,064	15,332,506	15,107,487	(225,019)	-1%
Miscellaneous Revenues	1,227,989	1,388,344	1,262,941	(125,403)	-9%
Other Financing Sources	25,206,610	24,944,612	25,544,052	599,440	2%
Intrafund Revenue	2,089,385	1,766,478	2,582,104	815,626	46%
Total Revenues	\$ 57,529,115	\$ 62,541,052	\$ 64,818,119	\$ 2,277,067	4%
<u>Net County Cost</u>	\$ 2,485,846	\$ 2,511,965	\$ 1,798,718	\$ (713,247)	-28%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	438	467	467	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

DEPARTMENT OF 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 health care, community health, environmental health, and emergency preparedness and response. These essential functions are carried out through services provided in seven divisions including Children's Medical Services, Emergency Medical Services, Community Health, Environmental Health, Correctional Health, Public Health Nursing, and the Public Health Laboratory. This budget also funds the County's Office of Emergency Services and the County's share of a joint City and County program with the Central Valley Society for the Prevention of Cruelty to Animals (SPCA) to provide animal pound, quarantine services, and leash law enforcement.

OVERVIEW

The FY 2012-13 Recommended Budget of \$66,616,837 reflects a 2% increase (\$1,563,820) in total appropriations over the FY 2011-12 Adopted Budget and a 28% decrease (\$713,247) in net County cost. This increase in appropriations is due primarily to negotiated salaries and new benefit rates projected for FY 2012-13 and new positions added midyear FY 2011-12 for new and expanded programs. Net County cost is allocated to this budget for: 1) the annual cost for the County's contract with the SPCA for animal control services, and 2) the cost of medical services provided to Federal inmates housed at the jail. The total decrease in net County cost of \$713,247 is due to elimination of net County cost for healthcare to State prisoners, now addressed with AB 109 realignment funding. All other costs incurred in this budget are revenue and Realignment offset. Staffing is recommended at 467 positions, an increase of 29 positions over the FY 2011-12 Adopted Budget. A salary savings rate of 2.2% (\$1,014,262) was included in this budget resulting in a savings of \$590,765 in Regular Salaries and \$423,497 in Retirement Contribution, OASDI, and Health Insurance benefit costs. The FY 2012-13 Recommended Budget does not diminish the medical services provided to indigents pursuant to the existing agreement with Community Medical Centers.

GOAL SETTING

Core Mission Goal: Reduce Incidence of Communicable Disease in our Community

Illness from preventable disease is a significant health risk and cost to our community. The Department of Public Health will reduce the incidence of communicable disease in Fresno County through the inspection, licensing, and education of 4,800 retail food facilities and 1,320 public pools and spas.

Implementation Metrics

- Conduct an average of 3,500 routine inspections per quarter
- Investigate reports of illness within 24 hours of notification

Operational Goal: Implement Critical Violation Tracking for Consumer Food and Recreational Health Inspections

The division has shifted its inspection activity to incorporate a risk based approach. This approach focuses on those violations that potentially cause the greatest threat to public health. Critical violations will be tracked using an existing software product licensed by the division and amending the current inspection workflow.

Implementation Metrics

July-September (1st Quarter, FY 2012-13)

- Implement and train staff on the violation tracking module. Modify existing workflow.

October-December (2nd Quarter, FY 2012-13)

- Begin collecting data on food facility inspections.

January-March (3rd Quarter, FY 2012-13)

- Review data, analyze trends, update workflows, and focus educational efforts on trends that are identified.

April-June (4th Quarter, FY 2012-13)

- Implement violation tracking in the Recreational Health and Body Art programs.

Fiscal Goal: Shift Environmental Health Realignment Dollars to Fee for Service Programs

The Department of Public Health will evaluate those Environmental Health activities that have historically been funded, fully or partially, with health realignment dollars to determine whether a more appropriate funding stream exists, i.e. fee for service.

Implementation Metrics

July-September (1st Quarter, FY 2012-13)

- Identify and evaluate program activities funded with health realignment

October-December (2nd Quarter, FY 2012-13)

- Determine alternative funding stream

January-March (3rd Quarter, FY 2012-13)

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits, recommended at \$47,559,067, represent a 6% (\$2,656,253) increase over the current year due to negotiated salaries, increased benefit rates, and new positions added midyear FY 2011-12. Staffing is recommended at 467 positions.

Recommended funding includes:

- A 4% increase (\$1,085,269) in Regular Salaries due to an increase in staff by 29 positions and the difference between negotiated salaries and those included in the FY 2011-12 Adopted Budget for most bargaining units.
- A 2% decrease (\$17,991) in Overtime based on forecasted actual usage.
- A 12% increase (\$1,438,670) in the Retirement Contribution based on actuarial studies.
- A 10% decrease (\$14,141) in Unemployment Insurance based on actual loss history.
- An 11% decrease (\$86,109) in Workers' Compensation based on Risk Management estimates.
- A 41% increase (\$159,890) in extra-help due primarily to the utilization of extra-help in the Children's Medical Services Division and the use of extra-help staff at the jail in lieu of overtime.
- Bilingual Skill Pay of \$56,340 and Shift Differential of \$285,775.

Services and Supplies

- Services and Supplies, recommended at \$19,057,770 represent a 5% (\$920,713) decrease from FY 2011-12 to match forecasted revenues with expenditures.

Recommended funding includes:

- A 7% decrease (\$14,714) in Mobile Communications based on rates and actual usage forecasted for FY 2012-13.
- A 22% decrease (\$52,681) in Telephone Charges based on rates and actual usage forecasted for FY 2012-13.
- A 22% decrease (\$449,220) in Medical Dental and Laboratory Supplies due primarily to savings realized from changes to current practices for medical and psychiatric treatment at the jail detention facilities.
- A 9% decrease (\$985,191) in Professional and Specialized Services due reduced special legal counsel fees, cost settlements, and other contracted services.
- Decreases of 30% (\$60,960) in Liability Insurance and 100% (\$47,703) in Malpractice Insurance based on Risk Management rates recommended for FY 2012-13.
- A 4% decrease (\$28,626) in Computer Service Software due to expenses forecasted for software licenses and required programs anticipated in FY 2012-13.
- A 36% (\$164,308) increase in Facility Services Rent based on FY 2012-13 General Services rates to maintain the Brix/Mercer Complex.
- A 28% increase (\$33,127) in Rents and Leases-Buildings due to increased lease costs associated with the West Fresno Regional Center.
- A 37% increase (\$158,461) in Special Departmental Expense due to increased appropriations for emergency rent and utility assistance to Housing Opportunities of Persons with AIDS (HOPWA) patients.

SUMMARY OF REVENUES

- Revenues are recommended at \$64,818,119 a 4% (\$2,277,067) increase over the FY 2011-12 Adopted Budget.
 - Licenses, Permits and Franchises (\$106,751) – Reflects a 60% increase over the current year due to new revenues derived from health inspections of tattoo facilities. These revenues are derived from animal and business license fees paid to Environmental Health, and burial and disinterment fees.
 - Fines, Forfeitures, and Penalties (\$10,000) – Reflects no change from the current year. These revenues are derived from fines and penalties resulting from non-compliance with Environmental Health regulations.
 - Intergovernment Revenues-State (\$8,040,368) – Represents a slight increase (\$10,724) over the current year due primarily to an increase in State revenues for Public Health Nursing and Children's Medical Services.
 - Intergovernment Revenues-Federal (\$12,164,416) – Represents an 11% (\$1,161,699) increase primarily due to new revenues awarded to Fresno in the Community Transformation Grant and increased Maternal, Child, and Adolescent Health Home Visitation revenues.
 - Charges for Services (\$15,107,487) – Estimated at a 1% (\$225,019) decrease due to decreased revenues in the Public Health Laboratory and an accounting change shifting Foster Care Administration revenues from Charges for Services to Intrafund Revenues.

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- Miscellaneous Revenues (\$1,262,941) – Represents a 9% (\$125,403) decrease based on actual trust fund revenues used to finance services and track specific funding sources. These include Vital Statistics Trust Funds utilized to offset the cost of clerical support, Child Restraint Trust Funds utilized for the purchase of infant and toddler car seats, EMS Trust Funds utilized for Emergency Medical Services administration costs, and other miscellaneous trust funds that will be utilized to offset the costs of this budget.
- Other Financing Sources-Realignment (\$25,544,052), estimated at an increase of \$599,440 over FY 2011-12 as follows:
 - State/Local Program Health Realignment (\$20,680,045) – Represents a decrease of \$1,044,618 based on a 6% forecasted decrease in Vehicle License Fees for FY 2012-13.
 - State/Local Program Social Services Realignment (\$1,364,882) – Represents a decrease of \$1,470 based on reimbursement to medical providers in the California Children's Services program.
 - State/Local Mental Health Realignment (\$1,856,537) budgeted at the same level as FY 2011-12 for Jail Psychiatric Services.
 - AB 109 Realignment (\$1,642,588) for health care provided to AB 109 inmates housed at the jail based on estimated costs utilizing partial year actuals from FY 2011-12.
- Intrafund Revenues (\$2,582,104) – Estimated at a 46% (\$815,626) increase over FY 2011-12 due primarily to new SNAP-ED revenues from the Department of Social Services and an accounting change shifting Foster Care Administration revenues from Charges for Services to Intrafund Revenues.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Licenses, Permits, & Franchises			
3155 – Animal Licenses	50,000	39,858	50,000
3192 – Burial Permits	16,751	14,846	16,751
3195 – License & Permit Fees	0	0	40,000
Total	\$ 66,751	\$ 54,704	\$ 106,751
Acct # - Fines, Forfeitures, & Penalties			
3303 – Civil Fines	10,000	9,212	10,000
Total	\$ 10,000	\$ 9,212	\$ 10,000
Acct # - Intergovernment Revenues-State			
3503 – State EMS	341,851	341,851	394,115
3504 – State Tobacco	237,939	237,939	167,073
3505 – State CCS	3,015,425	2,475,000	2,648,240
3506 – State AIDS	260,779	260,779	377,420
3525 – State TB	279,709	279,709	294,912
3529 – State Immunization	392,719	392,719	392,719
3530 – State Other Health	2,997,604	3,422,224	3,234,491
3541 – State CHDP Administration	390,277	390,277	410,242
3543 – State CHDP Screening	63,341	63,341	63,341
3575 – State Other	50,000	50,000	57,815
Total	\$ 8,029,644	\$ 7,913,839	\$ 8,040,368
Acct # - Intergovernment Revenues-Federal			
4380 – Federal Other	8,078,436	6,581,030	8,527,469
4382 – MCH Federal	2,624,281	3,912,904	3,336,947
4383 – MAA - Medi-Cal Administrative Activities	300,000	602,782	300,000
Total	\$ 11,002,717	\$ 11,096,716	\$ 12,164,416
Acct # - Charges for Services			
4895 – Personnel Services	1,130,715	1,130,715	1,191,465
4981 – Recording Fees	285,000	400,540	285,000
5007 – Lab Water Testing	630,000	439,709	580,000

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5010 – Environmental Health Fees	4,852,005	3,897,164	4,852,005
5011 – Milk Inspection Fees	233,290	158,448	233,290
5012 – Soft Serve Ice Cream	22,500	27,598	22,500
5013 – Recreational Health	462,850	465,791	462,850
5014 – Water Well Permits	405,560	200,459	365,560
5015 – Organized Camps	16,883	20,837	16,883
5027 – Managed Care Med-Cal	207,070	159,120	197,070
5033 – Patient Fees Private Pay	174,482	104,363	168,982
5034 – Patient Fees Insurance	20,000	7,251	20,000
5036 – Patient Fees Medi-Cal	6,136,057	6,367,997	5,972,163
5037 – Health Lab Tests	95,000	28,923	85,000
5038 – Patient Fees Medicare	25,000	1,847	25,000
5039 – Other Agencies	636,094	525,447	629,719
Total	\$ 15,332,506	\$ 13,936,209	\$ 15,107,487
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	1,388,344	1,388,344	1,262,941
5882 – Witness & Jury	0	1,632	0
5900 – Cash Overages	0	200	0
Total	\$ 1,388,344	\$ 1,390,176	\$ 1,262,941
Acct # - Other Financing Sources			
5951 – Realignment	24,944,612	23,901,464	25,544,052
Total	\$ 24,944,612	\$ 23,901,464	\$ 25,544,052
Acct # - Intrafund			
5990 – Intrafund Revenue	1,766,478	1,900,704	2,582,104
Total	\$ 1,766,478	\$ 1,900,704	\$ 2,582,104
Total Revenues	\$ 62,541,052	\$ 60,203,024	\$ 64,818,119

PENDING FACTORS

Health Realignment is the major source of revenue in the Department of Public Health for funding public health services. Vehicle License Fees (VLF) are the major source of State revenues directed to the counties that comprise Health Realignment. The continued economic downturn continues to result in steady declines in VLF collections. Accordingly, Health Realignment revenues for FY 2012-13 are forecasted assuming a 6% reduction in VLF revenues. In the event VLF collections diminish beyond the assumed reduction, a budget adjustment will be required.

Included in this budget is \$1,642,588 in AB 109 revenue supporting the medical care cost for AB 109 inmates housed at the County jail detention facilities. Of this total, \$713,247 in AB 109 realignment revenue was included in this budget. In addition to the \$929,341 included and approved in Fresno County's plan for support of AB 109 inmates and new floors at the jail. Medical costs for AB 109 inmates cannot be funded with 1991 Health Realignment. The total AB 109 revenue included in this budget would fund the medical cost of approximately 600 AB 109 inmate beds. In the event of a material increase in AB 109 population greater than 600 inmate beds, additional revenues would be required. In the event that additional AB 109 revenue is not allocated to Public Health, no known revenue source is available to fund the increased medical care costs for the AB 109 population, which may result in an unanticipated net County cost in FY 2012-13.

The department currently contracts with the Central Valley Society for the Prevention of Cruelty to Animals (SPCA) to provide animal pound, quarantine services, and leash law enforcement. This is a joint City and County program and the County's share is funded with net County cost. The SPCA has notified the County that they will be terminating their contract effective September 30, 2012. The County is currently involved with an Animal Control Task Force, which includes representatives from the City and the community, to explore options to meeting this mandated program.

DEPARTMENT OF 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>REQUESTED</u>	
0293	Assistant Director of Community Health	D	1	1	\$ 109,356
1310	Division Manager - Public Health	E	3	3	301,770
1313	Division Manager - Environmental Health	E	1	1	98,540
1319	Health Education Assistant	1211	6	6	241,110
1320	Health Educator	1733	6	6	332,670
1321	Epidemiologist	2118	3	3	200,806
1323	Mental Health Nurse II	2454	3	3	203,579
1324	Health Education Specialist	1490	15	15	656,492
1330	Senior Emergency Medical Services Specialist	2016	5	5	318,560
1331	Public Health Chemist I	1511	1	1	39,354
1332	Public Health Chemist II	1699	2	2	107,388
1335	Public Health Microbiologist I	1511	2	2	80,630
1340	Public Health Laboratory Assistant I	804	3	2	43,260
1341	Public Health Laboratory Assistant II	950	1	2	57,178
1345	Public Health Nurse I	2147	16	16	913,741
1346	Public Health Nurse II	2454	40	40	3,203,627
1355	Senior Public Health Microbiologist	1980	1	1	58,727
1356	Senior Public Health Chemist	1919	1	1	60,444
1360	Supervising Public Health Nurse	3147	9	9	872,443
1363	Clinical Supervisor	2458	1	1	79,982
1365	Public Health Physician	B	9	9	1,195,870
1367	Psychiatrist	A	1	1	242,710
1370	Division Manager - Emergency Medical Services	E	1	1	96,850
1380	Emergency Medical Services Specialist	1869	7	7	403,074
1401	Communicable Disease Specialist I	1384	2	2	72,094
1402	Communicable Disease Specialist II	1479	11	11	539,858
1403	Supervising Communicable Disease Specialist	1611	2	2	101,826
1427	Dental Assistant II	889	1	1	32,619
1429	Medical Assistant II	942	8	8	244,550
1450	Licensed Vocational Nurse III	1421	22	22	1,028,785
1451	Head Nurse	3147	4	4	405,108
1454	Nursing Services Manager	E	1	1	106,340
1455	Health Aide II	866	2	2	54,715
1463	Psychiatric Technician II	1298	1	1	43,072
1465	Licensed Vocational Nurse I (Step 3)	1168	4	4	129,914
1467	Psychiatric Technician I	1168	4	4	128,200
1468	Psychiatric Technician III	1421	2	2	94,306
1494	Licensed Vocational Nurse II	1298	3	3	121,085
1497	Staff Nurse III	2454	29	29	2,273,938
1501	Admitting Interviewer I	947	5	5	135,429
1510	Clinical Laboratory Technologist I	1643	1	1	44,957
1557	Occupational Therapist III	2696	3	3	249,143
1583	Physical Therapist III	2696	9	9	744,153
1593	Senior Admitting Interviewer	1282	2	2	74,482
1610	Rehabilitative Therapy Manager	E	1	1	94,848
1635	Therapy Aide	857	3	3	79,196
1670	Admitting Interviewer II	1114	10	10	369,660
1785	Environmental Health Specialist I	1609	6	6	269,823
1787	Environmental Health Specialist II	1805	27	27	1,480,255
1789	Environmental Health Specialist III	1990	17	17	1,063,739
1791	Supervising Environmental Health Specialist	2382	9	9	701,760
1919	Licensed Mental Health Clinician	2085	2	2	114,545

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<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITIONS</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>REQUESTED</u>	
1920	Senior Licensed Mental Health Clinician	2240	1	1	\$ 74,331
1921	Medical Social Worker I	1612	1	1	41,984
1922	Medical Social Worker II	1904	1	1	63,181
1928	Community Mental Health Specialist II	1385	1	1	45,959
2212	Systems and Procedures Analyst III	2164	4	4	273,556
2213	Systems and Procedures Analyst I	1513	1	1	39,372
2240	Senior Systems and Procedures Analyst	2423	1	1	76,574
2291	Staff Analyst I	1597	3	3	140,876
2293	Staff Analyst III	2048	10	10	645,145
2294	Senior Staff Analyst	F	2	2	136,214
2297	Principal Staff Analyst	E	2	2	150,098
3070	Supervising Office Assistant II	1399	6	6	278,541
3080	Office Assistant III	1049	59	59	2,051,194
3081	Office Assistant III - Conf.	956	1	1	35,407
3110	Office Assistant II	940	6	6	183,783
3125	Office Assistant I	837	14	14	315,103
3160	Secretary IV	1291	6	6	257,040
3166	Administrative Secretary - Conf.	1438	1	1	43,380
3203	Account Clerk I	889	1	1	23,132
3205	Account Clerk II	986	1	1	32,719
3215	Accountant II	1743	2	2	110,464
3240	Supervising Account Clerk II	1466	2	2	86,829
3260	Account Clerk III	1106	10	10	357,394
3621	Program Technician II	1393	1	1	46,224
8227	Director of Public Health	B	1	1	178,002
Subtotal			467	467	\$ 26,403,063
Auto Allowance					6,156
Shift Differential					285,775
Bilingual Skill Pay					56,340
Less Salary Savings (2.2%)					(590,765)
TOTAL REGULAR SALARIES					\$ 26,160,569

California Healthcare for Indigents Program -- 5242

CA Healthcare for Indigents BUDGET 5242 Special Revenue Account					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 80	\$ -	\$ -	\$ -	0%
Total Revenues	\$ 80	\$ -	\$ -	\$ -	0%
<u>Net County Cost</u>	\$ (80)	\$ -	\$ -	\$ -	0%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	-	-	-	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

CALIFORNIA HEALTHCARE FOR INDIGENTS PROGRAM – 5242

FUNCTION

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

OVERVIEW

On September 17, 2009, the California Department of Public Health issued a letter to CHIP health services programs that there will be no funds allocated in FY 2009-10 and that the State does not anticipate any future funding of this program. Therefore, there is no recommended budget, which represents no change in appropriations and revenues from the FY 2011-12 Adopted Budget.

Emergency Medical Services -- 5244

Emergency Medical Services BUDGET 5244 Special Revenue Account					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 1,318,248	\$ 1,495,367	\$ 1,440,968	\$ (54,399)	-4%
Total Appropriations	\$ 1,318,248	\$ 1,495,367	\$ 1,440,968	\$ (54,399)	-4%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 1,306,602	\$ 1,422,255	\$ 1,375,171	\$ (47,084)	-3%
Rev From Use of Money & Prop	67,898	73,112	65,797	(7,315)	-10%
Total Revenues	\$ 1,374,500	\$ 1,495,367	\$ 1,440,968	\$ (54,399)	-4%
<u>Net County Cost</u>	\$ (56,252)	\$ -	\$ -	\$ -	-100%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

EMERGENCY MEDICAL SERVICES – 5244

FUNCTION

The Emergency Medical Services (EMS) Fund was established by the Board of Supervisors on February 28, 1989, under authority of Senate Bill 12 (1987) and Senate Bill 612 (1988) for purposes of addressing uncompensated care costs of hospitals and physicians using penalty assessments on traffic fines. In addition, Chapter 1331, Statutes of 1989 (Assembly Bill 75), which created the California Healthcare for Indigents Program (CHIP), requires that at least 50% of the Proposition 99 Tobacco Surtax funds, designated for the Physician Services Account (PSA), must be deposited into the EMS Fund. At Board discretion, all or a portion of the remaining Proposition 99 PSA funds may be directed to the EMS Fund. In 1990, Board policy directed the entire discretionary portion of PSA funds to the EMS Fund. On September 28, 2000, the Governor signed Senate Bill 2132, adding the Emergency Medical Services Appropriation (EMSA) to the EMS Fund. EMSA funds are to be used to compensate physicians for emergency medical services provided in general acute care hospitals, and are Proposition 99 generated revenues designated for special distribution through CHIP. However, on September 17, 2009, the California Department of Public Health issued a letter to CHIP health services programs that the State does not anticipate any future funding of CHIP/EMSA for this program.

OVERVIEW

The FY 2012-13 Recommended Budget of \$1,440,968 represents a 4% (\$54,399) decrease in projected appropriations and revenues from the FY 2011-12 Adopted Budget. Recommended funding reflects Board policy that all PSA funds be transferred from the California Healthcare for Indigents Budget (Org 5242) into the EMS Fund, however, there are no PSA funds allocated for FY 2012-2013.

SUMMARY OF CAO RECOMMENDATIONS

Services and Supplies

- Recommended funding includes:
 - Recommended appropriations of \$1,440,968 will be available to pay physician and hospital claims for emergency care performed in a general acute care hospital, obstetric care, and pediatric care for persons who cannot afford to pay, and for whom payment will not be made through any private coverage or by any program funded in whole or in part by the Federal Government.
 - Distributions of EMS, Proposition 99 funds to providers are calculated after allowing for administrative costs.
 - 17% of the designated penalty assessment revenues must be expended for EMS purposes approved by your Board.
 - The EMS Fund statutes specify the percentage allocations of funds for EMS at 58% for physicians, 25% for hospitals, and 17% for discretionary use.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,440,968 which represents a 4% (\$54,399) decrease from FY 2011-12. 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 (\$1,375,171) – Represents a 3% (\$47,084) decrease from FY 2011-12 due to the projected EMS designated penalty assessments which, by law, are divided into the following sub-accounts: Physicians, Hospitals, Discretionary, and Administration.
- Use of Money and Property (\$65,797) – Represents a 10% (\$7,315) reduction 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 the average receipts for the past three fiscal years.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3313 – SB 612 Penalty Assessments	1,422,255	1,422,255	1,375,171
Total	\$ 1,422,255	\$ 1,422,255	\$ 1,375,171
Acct # - Revenue from the Use of Money			
3380 - Interest	73,112	73,112	65,797
Total	\$ 73,112	\$ 73,112	\$ 65,797
Total Revenues	\$ 1,495,367	\$ 1,495,367	\$ 1,440,968

County Medical Services
BUDGET 5240
General Fund

	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Services and Supplies	\$ 20,038,449	\$ 20,639,602	\$ 20,844,528	\$ 204,926	1%
Other Financing Uses	49,830,463	49,061,049	36,731,335	(12,329,714)	-25%
Total Appropriations	\$ 69,868,912	\$ 69,700,651	\$ 57,575,863	\$ (12,124,788)	-17%
<u>Revenues</u>					
Miscellaneous Revenues	\$ (59)	\$ -		\$ -	-100%
Other Financing Sources	20,038,449	20,639,602	20,844,528	204,926	1%
Total Revenues	\$ 20,038,390	\$ 20,639,602	\$ 20,844,528	\$ 204,926	1%
<u>Net County Cost</u>	\$ 49,830,522	\$ 49,061,049	\$ 36,731,335	\$ (12,329,714)	-25%

	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease
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Position Summary

** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.

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. This budget finances the required deposit into the H&WTF of an amount equal to Vehicle License Fee (VLF) revenues received by the County General Fund under State/Local Program Realignment.

This budget also includes funding for the County's payment to Community Medical Centers for indigent healthcare and specialty medical care for in-custody patients.

OVERVIEW

The FY 2012-13 Recommended Budget of \$57,575,863 represents a 17% (\$12,124,788) decrease in appropriations based on AB 118 legislation and projected VLF revenue. A 25% (\$12,329,714) decrease in net County cost from the FY 2011-12 Adopted Budget is due to the shift of \$10,790,885 in VLF revenues to the H&WTF Org. 5243 and a projected decrease in VLF of 6%. By statute, VLF portion of 1991 Realignment flows through the County General Fund and is reflected as countywide revenues. Due to AB 118, VLF that used to be deposited for Mental Health is now comingled with sales tax funds as a form of the CalWORKs MOE payment and will not flow through the County General Fund but will directly be deposited in the H&WTF. As CalWORKs MOE is part of 2011 Realignment and the State labels the entire CalWORKs MOE as sales tax without splitting the deposits between sales tax and VLF, the funds will be deposited directly to Org 5243 as State revenue.

SUMMARY OF CAO RECOMMENDATIONS

Services and Supplies

- Recommended funding of \$20,844,528 represents the FY 2012-13 budget for indigent health and in-custody patient care and represents a 1% (\$204,926) increase over the FY 2011-12 Adopted Budget based on estimated expenditures.

Other Financing Uses

- Operating Transfers Out reflects the mandated County local match to qualify Fresno County for Local Health and Welfare Realignment sales tax revenue. The local match of \$36,731,335 consists of \$10,404,113 for the Health Account; \$955,639 for the Mental Health Account; \$23,143,826 in Public Health matching funds equivalent to the FY 2011-12 estimated Realignment VLF revenues; \$727,543 in estimated VLF Collection Account revenues; and \$1,500,214 in estimated Social Services VLF funds. Matching funds reflect a 6% (\$2,308,243) decrease in estimated VLF Realignment revenues. These funds are appropriated in this budget and transferred to the Health and Welfare Trust Fund budget (Org 5243).

SUMMARY OF REVENUES

- Revenues are recommended at \$20,844,528, a 1% (\$204,926) increase over the FY 2011-12 Adopted Budget, for State/Local program Realignment revenues needed to offset the contract with Community Medical Centers for indigent and inmate healthcare.

County Medical Services -- 5240

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Other Financing Sources			
5951 - Realignment	20,639,602	20,639,602	20,844,528
Total	\$ 20,639,602	\$ 20,639,602	\$ 20,844,528
Total Revenues	\$ 20,639,602	\$ 20,639,602	\$ 20,844,528

Behavioral Health BUDGET 5630 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 42,282,405	\$ 47,320,586	\$ 48,415,490	\$ 1,094,904	2%
Services and Supplies	68,055,528	82,476,989	95,465,105	12,988,116	16%
Residual Equity Transfers(Out)	-	-	165,000	165,000	100%
Total Appropriations	\$ 110,337,933	\$ 129,797,575	\$ 144,045,595	\$ 14,248,020	11%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 7,428	\$ 12,000	\$ 6,400	\$ (5,600)	-47%
Intergovernment Revenues - St	41,821,187	59,605,895	52,038,235	(7,567,660)	-13%
Intergovernment Rev-Federal	5,148,946	10,714,279	31,759,626	21,045,347	196%
Charges For Services	23,150,305	18,204,418	660,971	(17,543,447)	-96%
Miscellaneous Revenues	1,799,046	3,160,793	3,130,070	(30,723)	-1%
Other Financing Sources	28,611,811	29,136,012	47,023,312	17,887,300	61%
Intrafund Revenue	9,276,492	8,455,546	8,906,862	451,316	5%
Total Revenues	\$ 109,815,214	\$ 129,288,943	\$ 143,525,476	\$ 14,236,533	11%
<u>Net County Cost</u>	\$ 522,719	\$ 508,632	\$ 520,119	\$ 11,487	2%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	484	514	514	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

BEHAVIORAL HEALTH – PUBLIC GUARDIAN – 5630

FUNCTION

The Department of Behavioral Health is responsible for providing mental health, substance abuse treatment and prevention, early intervention and other supportive services to clients throughout Fresno County. The department is divided into three operational units, Substance Abuse Services, Mental Health Services, and the Public Guardian Office. The Substance Abuse Services (SAS) unit is responsible for planning, developing, and administering a Countywide substance abuse prevention and treatment service delivery system. SAS offers a range of primary and secondary prevention and treatment services which include residential non-medical detoxification, short and long term residential and outpatient programs, and ancillary services including sober living centers. Beginning with FY 2011-12, SAS has also taken on the responsibility of oversight of the Mental Health and Substance Use Disorder treatment contract for the new AB 109 population. The unit also functions as the point of contact for Fresno County with the State Department of Alcohol and Drug Programs or for all alcohol and drug services and activities. The Mental Health Services unit includes County and contracted providers and serves infants (ages 0 to 5), children/youth (ages 6 to 16), transition age youth (ages 16-24), adults (ages 25-60) and older adults (ages 60 and older). The unit provides or arranges to provide a wide array of services including prevention and early intervention, outpatient specialty mental health services, medication support, acute psychiatric inpatient hospitalization, placement, supported education and employment, independent living skills at programs to meet the individual needs of mental health consumers at over 28 sites located in the metropolitan and rural areas of the County. This unit is functionally structured into four direct service operations which include Children's Mental Health Services, Adult Intensive Services, Adult Outpatient Services, and Contracted Services through Managed Care and Mental Health Services Act (MHSA). Finally, this unit also provides opportunities for housing for mentally ill consumers through its partnership with the local housing authority. The Administrative functions of the department are also provided under this operational unit. This includes Medical Records, Managed Care, workforce education and training, quality improvement, personnel management, business office, contract management and responsibility for MHSA program development, monitoring, fiscal management and oversight, and State reporting. 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. A probate conservatorship is usually the last resort when no other resources are available. The Public Guardian investigates the need for conservatorship and petitions the Court for appointment, if necessary. Once Court appointed, the Public Guardian is responsible for all case management aspects of the conservatee's life including their finances, estate, residence, medical needs, and personal needs. The Public Guardian currently handles approximately 580 consumers either under conservatorship, or that are currently being investigated. The Public Guardian is reimbursed from the conservatee's estate, if there are available resources, approximately 20 to 24 months after Court appointment.

OVERVIEW

The FY 2012-13 Recommended Budget of \$144,045,595 reflects an 11% (\$14,248,020) increase over the Adopted Budget for FY 2011-12, which is primarily due to an increase in Drug Medi-Cal services costs, implementation of the new AB 109 Substance Abuse and Mental Health service agreement, increase in Managed Care inpatient costs, implementation of MHSA Innovations Programs, renovation costs for the UMC Campus, and the creation of the Transitional Aged Youth (TAY) Program. There is no net County cost associated with the Substance Abuse and Mental Health operations of the department. Net County cost of \$520,119, which reflects an increase of 2% (\$11,487) from FY 2011-12, is recommended to support the services of the Public Guardian Office. Staffing is recommended at the current year level of 514 positions. A 2.7% (\$733,154) salary savings has been used in calculating

Regular Salaries (Account 6100) in the recommended budget. A \$442,108 benefit cost savings was also calculated for the salary savings impact to applicable benefit cost accounts.

GOAL SETTING

The Mission that drives the Department of Behavioral Health is to provide the residents of Fresno County with quality mental health and alcohol and other drug services in order to improve regional quality of life. The department has identified that the most significant way to accomplish this is by meeting the following goals:

Core Mission Goal:

- Reduce Repeat Admissions to Inpatient Psychiatric Hospitals

Operational Goal:

- Increase Capacity Through Expanded Access to the System

Fiscal Goal:

- Increase Mental Health Medi-Cal Revenue

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The Significant Program Changes for the Department of Behavioral Health are highlighted below.

The Substance Abuse Services unit has taken on the role of coordinating Substance Abuse and Mental Health treatment services for the AB 109 population. A Request for Proposal (RFP) was issued in the current year to contract with a provider to arrange for appropriate Mental Health and Substance Abuse services for this new population. Funding for those services will come from Federal Substance Abuse funds, Mental Health Realignment, MHSA funding and 2011 Public Safety Realignment.

The Mental Health Services unit created a Transitional Aged Youth (TAY) program for consumers ages 16-24. The department has identified this population as having many barriers to continuing care as they transition from Children's Mental Health to Adult Mental Health and, in an effort to remove or minimize these barriers, has developed the TAY Program.

To reduce the stress on local hospitals that treat County mental health clients brought to their emergency rooms, an RFP was completed for a Crisis Stabilization unit. The new Crisis Stabilization unit vendor began serving clients in May 2012.

The "Katie A." class action lawsuit against the State of California was settled on December 1, 2011 and will require counties to expand the array and intensity of mental health services to children who are in foster care or at imminent risk of foster care placement with implementation scheduled during the summer of 2012. The department plans to initiate a competitive bid process to contract services to an outside provider with a requested budget of \$1,000,000.

Salaries and Benefits

- Salaries and Benefits costs of \$48,415,490 reflect a 2% (\$1,094,904) increase over the FY 2011-12 Adopted Budget due primarily to increased retirement contribution costs, difference between budgeted and actual costs, and full-year funding for 514 positions, which reflects the current year staffing level. The recommended budget includes a 2.7% salary savings.

Recommended funding includes:

- Full-year funding for 514 positions (Account 6100), recommended at \$26,829,317, reflect less than a 1% (\$7,035) increase over FY 2011-12. Salary savings is projected at 2.7% based on projected turnover.

Behavioral Health – Public Guardian -- 5630

- Extra-Help costs (Account 6200), recommended at \$508,294, reflect a 19% (\$122,664) decrease from FY 2011-12 based on the projected need for part-time psychiatrists for both children and adult mental health operations.
- Overtime costs (Account 6300), recommended at \$229,080, reflect a 71% (\$107,061) increase over FY 2011-12 based on projected need for adult crisis services operations.
- Retirement Contribution costs (Account 6400), recommended at \$14,396,197, reflect an 8% (\$1,032,328) increase over FY 2011-12 based on updated employer contribution rates and the difference between budgeted and actual costs.

Services and Supplies

- Services and Supplies, recommended at \$95,465,105, reflects a 16% increase (\$12,988,116) over the FY 2011-12 Adopted Budget due primarily to increased contract costs associated with renovations of the UMC campus, increased utilization of Drug Medi-Cal services, increased costs associated with indigent hospitalization services, MHSA innovations agreements, and increased projected costs for the County's new crisis center.

Recommended funding includes:

- Professional and Specialized Contract costs (Account 7294), recommended at \$60,270,274, reflects an increase of 23% (\$11,120,308) over FY 2011-12, which is primarily due to increased Drug Medi-Cal treatment services, contracted services for the AB 109 population, contracted Crisis Stabilization unit, and proposed contract to address the "Katie A" class action suit settlement.
- Professional and Specialized Services (Account 7295), recommended at \$23,448,413, reflects an increase of 10% (\$2,124,452) over FY 2011-12, which is primarily due to the estimated cost of renovations at the UMC Campus.
- Computer Software costs (Account 7309), recommended at \$421,095, reflect an increase of 37% (\$113,266) over FY 2011-12 due to a projected increase in costs associated with the department's information system and enhancements.
- Trans & Travel County Garage costs (Account 7416), recommended at \$526,773, reflect an increase of 59% (\$196,416) over FY 2011-12. Funding includes estimates from the Internal Services Department (ISD), Fleet Services (\$431,571) plus projected increase in cost due to vehicle utilization resulting from the department's plan to aggressively staff its programs and provide services to clients at full capacity (\$95,202).

Residual Equity Transfers

- Residual Equity Transfers, budgeted at \$165,000 represents the department's request to replace six high-mileage vehicles with more fuel efficient transportation.

Six vehicles.....\$165,000.....Replacement

SUMMARY OF REVENUES

- Revenues of \$143,525,476 are recommended at an 11% (\$14,236,533) increase over the FY 2011-12 Adopted Budget.
- Intergovernment Revenues-State, recommended at \$52,038,235, reflects a 13% (\$7,567,660) decrease from the FY 2011-12 Adopted Budget. This decrease is primarily due to the realignment of the State reimbursement portion of Drug Medi-Cal Services and Early Periodic Screening, Diagnosis, and Treatment (EPSDT), which is offset with increases in MHSA funding. An increase in MHSA funding of \$5,821,433 is projected due to anticipated funding required for UMC Campus renovations and growth of MHSA Programs.

Behavioral Health – Public Guardian -- 5630

- Intergovernmental Revenues-Federal, recommended at \$31,759,626, reflects a 196% (\$21,045,347) increase over the FY 2011-12 Adopted Budget. This is primarily due to reclassification of Mental Health Medi-Cal and Mental Health Medi-Cal Administration from Charges for Services and Intergovernmental State to Intergovernmental Federal. This change was requested by the Auditor-Controller/Treasurer-Tax Collector (AC/TTC) office to more appropriately classify the Federal funds associated with the department's Medi-Cal programs.
- Charges for Services, recommended at \$660,971, reflect a 96% (\$17,543,447) decrease from the FY 2011-12 Adopted Budget. This is primarily due to reclassification of Mental Health Medi-Cal from Charges for Services to Intergovernmental Revenues-Federal.
- Other Financing Sources-Realignment, recommended at \$47,023,312, reflects a 61% (\$17,887,300) increase over the FY 2011-12 Adopted Budget. This is primarily due to the realignment of the State reimbursement portion of Drug Medi-Cal Services and EPSDT for FY 2012-13, and the projected increase in Mental Health Realignment of \$2,803,498 over the FY 2011-12 Adopted Budget.
- Intrafund Revenues, recommended at \$8,906,862, reflect a 5% (\$451,316) increase over the FY 2011-12 Adopted Budget. This is primarily due to increased charges to other departments related to Mental Health and Substance Abuse treatment services.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Revenue from the Use of Money			
3380 – Interest Earned	12,000	6,800	6,400
Total	\$ 12,000	\$ 6,800	\$ 6,400
Acct # - Intergovernment Revenues – State			
3510 – Health Admin - State	1,338,111	1,212,222	0
3519 – Drug Abuse - State	799,712	292,482	445,817
3520 – Rehabilitation - State	579,899	47,191	579,899
3523 – Managed Care - State	6,953,382	5,641,773	7,990,541
3528 – State Aid	0	14,726	0
3530 – Other Health - State	2,200,000	5,507	257,930
3535 – State MHSA	36,942,615	35,858,364	42,764,048
3537 – EPSDT Cost Settlement	-536,751	-536,749	0
3538 – EPSDT - PY	0	450,458	0
3539 – EPSDT - CY	5,945,660	4,900,000	0
3571 – QI/QA - PY	0	-10,936	0
3574 – Quality Improvement	582,886	0	0
3626 – Drug MediCal State - PY	0	1,810,634	0
3628 – Drug MediCal State - CY	4,800,381	0	0
Total	\$ 59,605,895	\$ 49,685,672	\$ 52,038,235
Acct # - Intergovernment Revenues – Federal			
4375 – Federal Grants	0	183,030	0
4380 – Federal Other	5,591,050	4,817,479	5,625,232
4383 – MediCal Admin Activities	611,747	441,614	608,647
4404 – Cur Yr MH QA - SDMC	0	44,536	537,659
4408 – SDMC Patient - CY	0	402,750	18,270,414
4411 – Cost Settlement - Short Doyle	0	-383,052	0
4426 – Drug MediCal Federal - PY	0	-867,507	0
4428 – Drug MediCal Federal - CY	4,511,482	4,791,112	5,498,426
4402 – MediCal Admin - Federal	0	0	1,160,782
4410 – Medicare - Federal	0	0	58,466
Total	\$ 10,714,279	\$ 9,429,962	\$ 31,759,626
Acct # - Charges for Services			
4895 - Personnel	493,816	26,138	0
4965 – Estate Fees	316,595	343,077	322,897

Behavioral Health – Public Guardian -- 5630

5033 – Private Pay Patient	524,695	103,987	253,225
5034 – Insurance Fees Patient	88,004	116,754	84,849
5036 – MediCal Fees Patient	16,678,617	0	0
5038 – Medicare Fees Patient	58,466	67,349	0
5360 – MediCal Fees PY	44,225	1,552,695	0
Total	\$ 18,204,418	\$ 2,210,000	\$ 660,971
Acct # - Miscellaneous Revenues			
5800 – Misc Other	3,160,793	2,697,132	3,130,070
Total	\$ 3,160,793	\$ 2,697,132	\$ 3,130,070
Acct # - Other Financing Sources			
5951 – Realignment (Mental Health & Sub. Abuse)	29,136,012	36,802,059	47,023,312
Total	\$ 29,136,012	\$ 36,802,059	\$ 47,023,312
Acct # - Intrafund			
5990 – Intrafund Revenue	8,455,546	7,834,620	8,906,862
Total	\$ 8,455,546	\$ 7,834,620	\$ 8,906,862
Total Revenues	\$ 129,288,943	\$ 108,666,245	\$ 143,525,476

PENDING FACTORS

The Governor's FY 2012-13 Proposed Budget shifts full responsibility for Medi-Cal Specialty Mental Health Managed Care and EPSDT to counties. This means that counties will be fully responsible and financially at risk for the Medi-Cal Specialty Mental Health Managed Care and EPSDT programs, both of which are Federal entitlement programs.

Substance Abuse programs, including Drug Medi-Cal (Federal Match), Non-DMC Perinatal and Drug Court had been funded through the State General Fund. Beginning with FY 2011-12, all three were realigned and funded through a portion of sales tax. The sharing percentages for each will be re-negotiated and it is unclear how that will affect programs. As with MediCal Specialty Mental Health Managed Care and EPSDT realigned programs, the counties are now fully responsible and financially at risk for the support of these federal entitlement programs.

The Governor's FY 2011-12 budget diverted MHSA funds to cover EPSDT, mental health managed care psychiatric inpatient hospital services, outpatient treatment services through county mental health plans and special education students through AB 3632. This diversion was done on a one-time basis and Realignment revenues to support these programs on an ongoing basis will need to be adopted as part of the FY 2012-13 State Budget.

The "Katie A" class action lawsuit against the State of California was settled on December 1, 2011, and will require counties to expand the array and intensity of mental health services to children who are in foster care or at imminent risk of foster care placement. Implementation is scheduled summer of 2012. The state will determine what parts of mental health services are covered under Medi-Cal.

Although a notice from the State in April 2011 and the FY 2011-12 Governor's May Revise indicated the suspension of Parolee Services Network (PSN) funding, that program was funded by the State for FY 2011-12. Rather than terminate the contracts in the current year, the department notified the affected providers of the anticipated one-year suspension of those services. Once the State restored the program and funding, the department notified providers of the change and resumed providing those services. The FY 2012-13 Governor's Proposed Budget recommends continuation of PSN funding and this funding source has been included in the County's FY 2012-13 Recommended Budget. However, this program could still be eliminated or suspended by the State on short notice. The department will take the appropriate action to terminate or suspend services with PSN providers, if needed.

DEPARTMENT OF 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>	
294	Assist. Director of Behavioral Health	D	1	1	\$ 113,022
1309	Division Manager - Mental Health	E	5	5	426,426
1322	Mental Health Nurse I	2147	1	1	55,822
1323	Mental Health Nurse II	2454	1	1	81,432
1347	Utilization Review Specialist	2344	8	8	569,189
1363	Clinical Supervisor	2458	21	21	1,590,117
1366	Chief Child Psychiatrist	A	1	1	196,690
1367	Psychiatrist	A	9	9	1,460,324
1368	Child Psychiatrist	A	4	4	700,666
1368	Child Psychiatrist (PT)	A	1	1	77,852
1445	Deputy Alcohol and Drug Program Administrator	E	1	1	84,474
1450	Licensed Vocational Nurse III	1421	12	12	565,656
1465	Licensed Vocational Nurse I	1168	5	5	162,936
1468	Psychiatric Technician III	1421	2	2	94,276
1494	Licensed Vocational Nurse II	1298	1	1	41,032
1501	Admitting Interviewer I	947	7	7	201,790
1550	Medical Records Coordinator	1980	1	1	62,582
1560	Provider Relations Specialist	1200	5	5	169,416
1564	Nurse Practitioner	2982	3	3	310,732
1593	Senior Admitting Interviewer	1282	1	1	42,536
1670	Admitting Interviewer II	1114	9	9	332,982
1772	Deputy Public Administrator/Guardian I	1457	3	3	162,478
1773	Deputy Public Administrator/Guardian II	1608	4	4	234,416
1910	Senior Licensed Psychologist	2491	2	2	192,859
1910	Senior Licensed Psychologist (PT)	2491	1	1	38,572
1911	Licensed Psychologist	2349	1	1	61,074
1917	Unlicensed Mental Health Clinician	1733	56	56	2,893,906
1919	Licensed Mental Health Clinician	2085	27	27	1,770,226
1920	Senior Licensed Mental Health Clinician	2240	47	47	3,447,898
1927	Community Mental Health Specialist I	1255	18	18	631,145
1928	Community Mental Health Specialist II	1385	54	54	2,478,886
1951	Substance Abuse Specialist I	1268	7	7	230,776
1952	Substance Abuse Specialist II	1399	3	3	135,852
1953	Senior Substance Abuse Specialist	1611	7	7	361,743
1960	Mental Health Worker II	929	3	3	92,430
1963	Mental Health Worker I	766	1	1	26,291
1965	Parent Partner I	751	1	1	19,526
1967	Peer Support Specialist I	739	14	14	296,881
1968	Peer Support Specialist II	895	4	4	110,538
2212	Systems & Procedures Analyst III	2164	4	4	273,520
2240	Senior Systems & Procedures Analyst	2423	1	1	76,570
2259	Public Guardian Division Manager	F	1	1	57,382
2291	Staff Analyst I	1597	7	7	316,071
2292	Staff Analyst II	1774	2	2	112,156
2293	Staff Analyst III	2048	5	5	323,700
2294	Senior Staff Analyst	F	8	8	548,964
2297	Principal Staff Analyst	E	2	2	155,870
2335	Mental Health Services Act Education & Training Coordi	2286	1	1	72,228
2336	Behavioral Health Business Manager	E	1	1	75,062
2337	Diversity Services Coordinator	2286	1	1	68,616
2338	Mental Health Services Act Financial Analyst	F	1	1	66,196
3035	Eligibility Worker III	1343	2	2	89,180
3037	Driver	898	5	5	143,921
3070	Supervising Office Assistant II	1399	5	5	222,014
3080	Office Assistant III	1049	56	56	1,951,315
3110	Office Assistant II	940	1	1	31,174
3125	Office Assistant I	837	12	12	287,444

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>	
3205	Account Clerk II	986	4	4	\$ 132,773
3215	Accountant II	1743	3	3	165,282
3240	Supervising Account Clerk II	1466	2	2	81,747
3255	Senior Accountant	2036	2	2	128,700
3260	Account Clerk III	1106	8	8	293,488
3262	Supervising Accountant	2220	2	2	151,407
3405	Estate Property Assistant	1100	1	1	34,788
3620	Program Technician I	1246	3	3	124,725
3621	Program Technician II	1393	7	7	323,778
3622	Program Technician I - Confidential	1266	2	2	84,399
8073	Director of Behavioral Health	B	1	1	120,796
Subtotal			514	514	\$ 27,519,691
Auto Allowance					6,180
Bilingual Skills Pay					36,600
Less Salary Savings (2.7%)					(733,154)
TOTAL REGULAR SALARIES					\$ 26,829,317

Department of Social Services BUDGET 5610 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	\$ 163,096,406	\$ 174,036,724	\$ 165,847,936	\$ (8,188,788)	-5%
Services and Supplies	55,164,975	48,755,159	54,495,154	5,739,995	12%
Other Charges	46,151,180	38,450,940	30,541,321	(7,909,619)	-21%
Total Appropriations	\$ 264,412,562	\$ 261,242,823	\$ 250,884,411	\$ (10,358,412)	-4%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 86,664,571	\$ 82,446,916	62,527,351	(19,919,565)	-24%
Intergovernment Rev-Federal	159,416,024	153,698,920	\$ 147,487,921	(6,210,999)	-4%
Charges For Services	2,068,189	2,064,229	2,524,225	459,996	22%
Miscellaneous Revenues	3,196,645	5,367,686	1,170,843	(4,196,843)	-78%
Other Financing Sources	8,589,296	11,664,147	31,128,572	19,464,425	167%
Intrafund Revenue	2,963,470	6,000,925	5,290,847	(710,078)	-12%
Total Revenues	\$ 262,898,195	\$ 261,242,823	\$ 250,129,759	\$ (11,113,064)	-4%
<u>Net County Cost</u>	\$ 1,514,367	\$ -	\$ 754,652	\$ 754,652	100%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	2,146	2,182	2,182	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

DEPARTMENT OF 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 2012-13 Recommended Budget of \$250,884,411 reflects a 4% (\$10,358,412) decrease in appropriations from the FY 2011-12 Adopted Budget primarily due to wage reductions implemented in the current year and a decrease in supportive and direct services issued to clients. The FY 2012-13 Recommended Budget reflects \$250,129,759 in revenues, a decrease of 4% (\$11,113,064) from the FY 2011-12 Adopted Budget.

The total County share obligation for all programs is (\$32,557,097), which includes the Maintenance-of-Effort (MOE) and required match for Social Services Programs, as well as the 2011 Realignment County share-of-cost, which is reduced by the department's contribution to general countywide overhead through cost allocation A-87 process managed by Auditor Controller/Treasurer-Tax Collector (\$673,873). The balance is funded with 2011 Social Services Realignment (\$17,996,716), 1991 Social Services Realignment (\$13,131,856) and net County cost (\$754,652).

Staffing is recommended at the current year level of 2,182 positions. A 6% (\$5,821,866) salary savings has been used in calculating Regular Salaries (Account 6100) in the recommended budget. An additional \$3,536,998 benefit cost savings was also calculated for salary savings impact to the Retirement, OASDI, and Health Insurance accounts.

GOAL SETTING

Core Mission Goal:

Increase the number of CalWORKs recipients entering into unsubsidized employment from the current monthly average of 4% to 5% of Welfare to Work enrollees. This will result in approximately 77 more job placements per month, which will lead to increased self sufficiency and transitioning off of aid due to employment.

The goal will be accomplished by a variety of strategies that focus on assisting CalWORKs clients in finding employment and will include implementation of the Assembly Bill (AB) 98 Subsidized Employment Program and increased efforts in working with employers and other partners in the community.

Operational Goal:

- Improve services to clients by reducing disruption to benefits and the need for in-person visits to various departmental locations by implementing two specific process improvement strategies:
 - Increased use of scanning to better manage the flow of client-provided documentation,
 - Improvements in the call center services for the CalFresh, CalWORKs and Medi-Cal programs and addition of a call center for the IHSS program

These strategies will result in a reduction in volume of walk-in clients in the IHSS program by 10% and a reduction in the number of clients that will be unduly discontinued from receiving benefits in the CalFresh and CalWORKs program by 10%.

Fiscal Goal:

Increase the number of relative placements by 5% 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 Kinship Center provides a full array of supportive services to meet the needs of relative care providers with the goal of increased permanency for youth through stable relative placements. The combination of these projects will result in an estimated total cost decrease of \$238,845 and a County share-of-cost decrease of \$97,927.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

As part of the FY 2011-12 State Budget, the Legislature enacted a series of trailer bills that realigned approximately \$6.3 Billion of programs from the State to the Counties. The funding for this realignment was authorized through Assembly Bill (AB) 118 (2011 Realignment) by transferring to the newly established Local Revenue Fund 2011, 1.0625% of existing state sales tax revenues and a portion of Vehicle License Fees. 2011 Realignment directed Counties to create a County Local Revenue Fund 2011 with the following accounts: Mental Health, Local Law Enforcement Services, Trial Court Security, Local Community Corrections, District Attorney and Public Defender, Juvenile Justice, and the Health and Human Services. The funds directed to the County Local Revenue Fund 2011 and the established accounts and sub-accounts are to be used exclusively to fund realigned programs as per statute.

The Health and Human Services Account and seven subaccounts impacted existing programs administered by the Department of Social Services, including Adult Protective Services, Adoptions Services, Child Welfare Services, Child Abuse Prevention programs, Foster Care Administration, Foster Care Assistance, and Aid to Adoptions Assistance. Prior to 2011 Realignment, these programs had Federal, State, and County share-of-cost funded through either 1991 Realignment or net County cost (including a Maintenance of Effort (MOE) requirement). 2011 Realignment transferred the former State share-of-cost to the County to be funded through 2011 Realignment funding streams; Federal share-of-cost and pre-2011 County share-of-cost were not impacted.

Total net County share-of-cost included in the FY 2012-13 DSS Recommended Budget after the offset of the department's contribution to general Countywide overhead (\$673,873) is (\$31,883,224), which is funded with 2011 Social Services Realignment (\$17,996,716), 1991 Social Services Realignment (\$13,131,856) and net County cost (\$754,652). This represents an increase of 173% (\$20,219,077) over the FY 2011-12 Adopted County Share (\$11,664,147). Prior to Realignment 2011 legislation, the County share-of-cost for this recommended budget would have been \$13,886,508, which is comprised of 1991 Realignment (\$13,131,856) and net County cost (\$754,652).

Salaries and Benefits

- Salaries and Benefits, recommended at \$165,847,936, represent a 5% (\$8,188,788) decrease from the current year. Staffing is recommended at the same level as current year (2,182).

Recommended funding includes:

- Account 6100, Regular Salaries represents a 7% (\$7,041,224) decrease from the current year primarily due to a unilateral wage reduction implemented in December 2011 and projected salary costs for the budget year.
- Account 6200, Extra-Help represents a 27% (\$227,610) decrease from the current year primarily due to the conversion of extra-help MediCal and CalFresh positions to permanent positions in the current year, to address caseload growth and workload increases.
- Account 6300, Overtime represents a 10% (\$128,568) decrease from the current year based on current year actual usage.
- Account 6350, Unemployment Insurance represents a 10% (\$49,571) decrease from the current year based on actual department claim calculations provided by Risk Management.
- Account 6500, OASDI, Account 6550, Workers' Compensation, and Account 6650, Life and Disability Insurance represent a combined 6% (\$603,320) decrease from the current year based on updated rates provided by Risk Management and Personnel.
- Salary savings budgeted at 6% (\$5,821,866) to account for normal recruitment timeframes, unpaid leave of absences, and savings associated with employee turnover.

Services and Supplies

- Services and Supplies, recommended at \$54,495,154, represent a 12% (\$5,739,995) increase from the current year.

Recommended funding includes:

- Account 7101, Liability Risk represents a 30% (\$210,980) decrease from the current year based on rates provided by Risk Management.
- Account 7220, Maintenance-Building and Grounds (Contracts) represent an 85% (\$149,799) decrease due to the reclassification of lease maintenance costs to Account 7340, Operating Leases-Buildings
- Account 7221, Building Maintenance-GSA represents a 310% (\$774,270) increase based on current year maintenance and safety costs for County-owned and leased buildings.
- Account 7268, Postage represents a 12% (\$204,426) increase and Account 7269, Printing represent a 48% (\$189,145) increase over the current year based on actual caseload growth and notification requirements to applicants/recipients of public assistance.
- Account 7294, Professional and Specialized Services-Contracts represent a 40% (\$2,143,368) increase over the current year primarily due to costs associated with the CalWIN Information Network (CalWIN) system and information technology and other system improvement costs to address caseload growth and workload needs for the CalWORKs, CalFresh, and MediCal programs.
- Account 7295, Professional and Specialized Services represents a 9% (\$1,273,644) increase over the current year based on increased contract and interdepartmental agreement costs in the budget year.

- Account 7296, Data Processing Services represents a 7% (\$444,974) increase over the current year based on estimated connectivity, application labor, and PC rental costs in the budget year.
- Account 7345, Facility Services-Rent represents a 23% (\$368,129) increase based on rates provided by the Internal Services Department, Facility Services.
- Account 7611, Security Services represents a 39% (\$442,410) increase over the current year based on rates provided by the Internal Services Department, Security Services.

Other Charges

- Other Charges, recommended at \$30,541,321, represent a 21% (\$7,906,619) decrease from the current year.

Recommended funding includes:

- A 45% (\$5,869,446) decrease in projected Stage I childcare expenditures (\$7,030,554) based on actual expenditures in the current year and projected need for the budget year.
- A 39% (\$1,036,047) decrease in direct services to families involved in Child Welfare Services based on current year and projected need for the budget year.
- A 22% (\$1,189,938) decrease in transportation payments to CalWORKs and Child Welfare Services clients based on actual expenditures in the current year and projected need for the budget year.
- A 12% (\$289,854) decrease in ancillary payments to CalWORKs clients based on actual expenditures in the current year and projected need for the budget year.
- Other Charges of \$1,900,000 to fund the placement of CalWORKs recipients and other eligible participants with qualified employers through the AB 98 Subsidized Employment Program, or Fresno County New Employment Opportunity (NEO) Program.

SUMMARY OF REVENUES

- Revenues are recommended at \$250,129,759, a 4% (\$11,113,064) decrease from the current year due to a reduction in revenues based on projected FY 2012-13 expenditures below FY 2011-12 allocation levels. Recommended revenues also reflect the realignment of State share-of-cost to County due to the 2011 Realignment.
- Intergovernment Revenues-State are recommended at \$62,527,351, a 24% (\$19,919,565) decrease based on the realignment of State share-of-cost to County for 15 social services programs due to 2011 Realignment, projected FY 2012-13 expenditures below FY 2011-12 allocations, and elimination of one-time Food Stamp overpayment revenues budgeted in the current year.
- Intergovernment Revenues-Federal are recommended at \$147,487,921, a 4% (\$6,210,999) decrease due to projected FY 2012-13 expenditures below FY 2011-12 allocations, and elimination of the Refugee Employment and Social Services (RESS) program in the current year. The decrease in federal revenues is partially offset by the reclassification of federal grants from Miscellaneous Revenues below.
- Charges for Services are recommended at \$2,524,225, a 22% (\$459,996) increase based on projected revenue reimbursement for MediCal eligible costs for the SB 163 Foster Care Wraparound Program.

- Miscellaneous Revenues are recommended at \$1,170,843, a 78% (\$4,196,843) decrease based on projected budget year revenues available from child welfare grants. The reduction in revenues in the budget year is due to the reclassification of federal grants (California Partners for Permanency (CAPP), Emergency Shelter Grant, Community Development Block Grant (CDBG), Homeless Prevention and Rapid Re-Housing Program (HPRP)) to Intergovernment Revenues-Federal.
- Social Services Realignment Revenues are recommended at \$31,128,572, a 167% (\$19,464,425) increase due to 2011 Realignment, which shifted the State share-of-cost for 15 social services programs to County share (\$17,996,716). 1991 Realignment revenues (\$13,131,856) reflect a 1,467,709 (13%) increase over the current year based on a projection of the available proportional share of receipts for this org.
- Intrafund Revenues, recommended at \$5,290,847 reflect a 12% (\$710,078) decrease based on projected SB 163 Reinvestment into Child Welfare Services and the Adoptions Programs.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – State			
3480 – State-Welfare-Administration	80,456,173	66,970,354	61,190,729
3526 – MCAH-State Mat Child Health	66,980	66,980	66,205
3539 – EPSDT Aid-State	1,651,384	1,706,886	1,139,973
3575 – State-Other	272,379	143,434	130,444
Total	\$ 82,446,916	\$ 68,887,654	\$ 62,527,351
Acct # - Intergovernment Revenues – Federal			
4361 – Federal-Welfare-Administration	152,513,898	149,063,046	146,874,204
4380 – Federal-Other	769,266	292,360	15,328
4382 – MCAH-Federal Mat Child Health	415,756	415,756	598,389
Total	\$ 153,698,920	\$ 149,771,162	\$ 147,487,921
Acct # - Charges for Services			
5036 – MediCal Fees-Patient	2,064,229	2,133,607	2,524,225
Total	\$ 2,064,229	\$ 2,133,607	\$ 2,524,225
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	5,367,686	2,203,427	1,170,843
Total	\$ 5,367,686	\$ 2,203,427	\$ 1,170,843
Acct # - Other Financing Sources			
5951 – Op Trans In From Special Rev Fund	11,664,147	30,082,797	31,128,572
Total	\$ 11,664,147	\$ 30,082,797	\$ 31,128,572
Acct # - Intrafund			
5990 – Intrafund Revenue	6,000,925	4,684,530	5,290,847
Total	\$ 6,000,925	\$ 4,684,530	\$ 5,290,847
Total Revenues	\$ 261,242,823	\$ 257,763,177	\$ 250,129,759

PENDING FACTORS

The January Governor's proposed budget included reductions to the following allocations: CalWORKs Single Allocation, CalFresh Administration, and IHSS Administration. The proposed reductions are not included in this budget. Should the reductions be adopted, the department will return to the Board during the budget year to make any necessary budget adjustments.

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>	
1904	Job Specialist II	1,478	42	42	\$ 2,045,446
1905	Job Specialist I	1,343	19	19	834,361
1907	Job Specialist III	1,626	116	116	6,253,042
1924	Social Services Program Manager	E	23	23	1,692,704
1930	Social Work Supervisor	2,135	53	53	3,685,228
1931	Social Work Practitioner	1,831	94	94	5,513,035
1935	Social Worker III	1,678	174	174	9,636,982
1940	Social Worker II	1,492	55	55	2,664,234
1945	Social Worker I	1,355	72	72	2,988,831
1952	Substance Abuse Specialist II	1,268	3	3	139,230
2200	Deputy Director	D	5	5	445,796
2212	Systems & Procedures Analyst III	2,164	11	11	752,200
2213	Systems & Procedures Analyst I	1,513	1	1	47,814
2225	Systems & Procedures Manager	E	1	1	89,440
2240	Senior Systems & Procedure Analyst	2,423	2	2	153,140
2291	Staff Analyst I	1,597	7	7	325,475
2293	Staff Analyst III	2,048	10	10	644,292
2294	Senior Staff Analyst	F	4	4	275,470
2297	Principal Staff Analyst	E	4	4	305,370
2332	Social Services Finance Division Chief	E	1	1	78,754
2341	Financial Analyst I	1,597	1	1	50,466
2343	Financial Analyst III	2,048	5	5	315,720
2361	Social Services Finance Manager	F	3	3	201,526
3010	Chief Office Assistant	1,537	1	1	48,594
3031	Social Services Program Supervisor	1,874	107	107	6,526,619
3033	Eligibility Worker I	1,049	214	214	6,600,903
3034	Eligibility Worker II	1,155	83	83	3,105,536
3035	Eligibility Worker III	1,343	437	437	19,232,077
3036	Social Services Appeals Specialist	1,552	14	14	709,621
3037	Driver	898	6	6	170,830
3070	Supervising Office Assistant II	1,399	36	36	1,633,086
3080	Office Assistant III	1,049	273	273	9,382,430
3081	Office Assistant III-Conf.	1,067	3	3	106,236
3110	Office Assistant II	940	75	75	2,207,210
3125	Office Assistant I	837	70	70	1,656,365
3140	Secretary III	1,169	4	4	153,208
3142	Secretary II	1,049	3	3	104,442
3144	Secretary I	940	6	6	181,535
3160	Secretary IV	1,291	17	17	726,784
3161	Secretary IV-Conf.	1,313	2	2	87,152
3166	Administrative Secretary - Conf.	1,437	1	1	45,017
3203	Account Clerk I	889	6	6	145,618
3205	Account Clerk II	986	4	4	127,712
3210	Accountant I	1,507	2	2	86,007
3215	Accountant II	1,743	3	3	165,279
3240	Supervising Account Clerk II	1,466	5	5	234,608
3255	Senior Accountant	2,036	2	2	119,933
3260	Account Clerk III	1,106	38	38	1,378,390
3620	Program Technician I	1,246	7	7	269,038
3621	Program Technician II	1,393	16	16	740,064
3622	Program Technician I -Conf.	1,266	2	2	83,980
3623	Program Technician II -Conf.	1,416	4	4	181,541
3624	Supervising Program Technician - Conf.	1,564	1	1	49,426
3625	Supervising Program Technician	1,564	1	1	49,426
3705	Information Technology Analyst II	1,638	1	1	44,717
3706	Information Technology Analyst III	1,932	1	1	61,074
3707	Information Technology Analyst IV	2,302	4	4	290,992
3708	Senior Information Technology Analyst	2,622	2	2	154,469
5091	Social Worker Aide I	784	6	6	128,419
5093	Social Worker Aide II	956	18	18	563,528
8072	Director	B	1	1	125,008
Subtotal			2,182	2,182	\$ 96,815,430
Auto Allowance					6,156
Lead Worker Pay					67,209
Bilingual Skill Pay					340,245
Shift Differential					36,535
Child Welfare Differential					215,674
Less Salary Savings (6%)					(5,821,866)
TOTAL REGULAR SALARIES					\$ 91,659,383

DSS – Aid to Adoptions -- 6415

Aid to Adoptions BUDGET 6415 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Other Charges	\$ 22,202,034	\$ 23,569,503	\$ 26,972,286	\$ 3,402,783	14%
Total Appropriations	\$ 22,202,034	\$ 23,569,503	\$ 26,972,286	\$ 3,402,783	14%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 8,654,956	\$ 9,945,015	\$ -	\$ (9,945,015)	-100%
Intergovernment Rev-Federal	10,649,901	10,287,030	11,852,471	1,565,441	15%
Miscellaneous Revenues	24,803	19,075	21,194	2,119	11%
Other Financing Sources	130,891	111,891	11,861,262	11,749,371	10501%
Total Revenues	\$ 19,460,552	\$ 20,363,011	\$ 23,734,927	\$ 3,371,916	17%
Net County Cost	\$ 2,741,482	\$ 3,206,492	\$ 3,237,359	\$ 30,867	1%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011					

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 costs 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. Due to the implementation of Assembly Bill 12, families are also eligible for extended payment benefits up to age 19, 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 2012-13 Recommended Budget of \$26,972,286 represents a 14% (\$3,402,783) increase over the Adopted FY 2011-12 Budget based on current Aid to Adoptions caseload trends. The estimated offsetting revenue for the budget (\$23,734,927) reflects a 17% (\$3,371,916) increase over current year and net County cost (\$3,237,359) reflects a 1% (\$30,867) increase. The County's share-of-cost (\$15,098,621) for this program is funded with 1991 Realignment revenues (\$539,830), 2011 Realignment revenues (\$11,321,432) and net County cost of \$3,237,359.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Assembly Bill 118 (2011 Realignment) directed counties to create a County Local Revenue Fund in which funds will be deposited to be used exclusively to fund realigned programs, including the Aid to Adoptions program. Since the implementation of 2011 Realignment, the former State share-of-cost of 37.5% for Federally eligible cases and 75% for non-Federally eligible cases was transferred to the County to be funded through 2011 Realignment funding streams. Prior to 2011 Realignment, the County mandated share-of-cost for this recommended budget would have been \$3,777,189, which is comprised of 1991 Realignment (\$539,830) and net County cost (\$3,237,359) for the FY 2012-13 budget and represents a \$458,806 (14%) increase over FY 2011-12 adopted County share. However, with implementation of 2011 Realignment, the County's share-of-cost for Aid to Adoptions increased to \$15,098,621 which is comprised of 1991 Realignment revenues (\$539,830), 2011 Realignment revenues (\$11,321,432) and net County cost of \$3,237,359.

In the litigation case of California State Foster Parent Association v. William Lightbourne, et al, the courts ruled that the State increase the Foster Family Home rates by an average of 30%. Aid to Adoptions assistance payments are based on foster home rates. The FY 2012-13 Recommended Budget includes an estimated 240 new adoptions that will be eligible for the higher rates at an estimated cost increase of \$50,281. As a result of the same litigation, the entire caseload is eligible for an annual California Necessities Index (CNI) increase. The State has estimated that for FY 2012-13, the CNI increase will be 3.23%, which results in increased cost of \$843,281.

Other Charges

- Recommended funding of \$26,972,286 represents a 14% (\$3,402,783) increase over the current year 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 caseload reflects 6% (151) caseload growth over the current year's projected cases of 2,407 per month to 2,558 cases per month in FY 2012-13 based on current caseload trends.

Recommended funding includes:

- Federal Aid to Adoptions cases budgeted at \$23,730,773, an increase of \$3,130,882 over the current year budget, to finance a monthly average of 2,256 cases at an average grant of \$876.
- Non-Federal Aid to Adoptions cases budgeted at \$3,241,513, an increase of \$271,901 over the current year budget, to finance a monthly average of 302 cases at an average grant of \$894.

SUMMARY OF REVENUES

- Revenues are recommended at \$23,734,927, a 17% (\$3,371,916) increase over the current year budget based on projected caseload and average grant amounts for FY 2012-13 and available realignment revenues allocated to this program. Significant changes by specific revenue source are noted below.
- Intergovernment Revenues-State reflects a decrease of 100% (\$9,945,015), which reflects the shift of State share-of-cost to County due to the implementation of 2011 Realignment.
- Intergovernment Revenues-Federal recommended at \$11,852,471 reflects a 15% (\$1,565,441) increase based on Federal statutory ratios for federal cases.
- Other Financing Sources – Consists of 1991 Realignment (\$539,830) and 2011 Realignment (\$11,321,432). Revenues are estimated to increase significantly primarily due to 2011 Realignment, in that the State's share-of-cost shifted to County and is offset with 2011 Realignment.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – State			
3575 – State Other	9,945,015	0	0
Total	\$ 9,945,015	\$ 0	\$ 0
Acct # - Intergovernment Revenues – Federal			
4380 – Federal Other	10,287,030	10,753,294	11,852,471
Total	\$ 10,287,030	\$ 10,753,294	\$ 11,852,471
Acct # - Miscellaneous Revenues			
5777 – Welfare Repayments	19,075	21,194	21,194
Total	\$ 19,075	\$ 21,194	\$ 21,194
Acct # - Other Financing Sources			
5951 – Op Trans In From Special Rev F (Realignment)	111,891	10,275,270	11,861,262
Total	\$ 111,891	\$ 10,275,270	\$ 11,861,262
Total Revenues	\$ 20,363,011	\$ 21,049,758	\$ 23,734,927

PENDING FACTORS

The Governor's January Budget included a State calculated California Necessities Index (CNI) increase of 3.23% for all Group Home and Foster Home rates for FY 2012-13. This increase is accounted for in the recommended budget for Aid to Adoptions. Pending approval of State budget and actual CNI rate increase, the department may need to return to the Board to adjust appropriations and County share-of-cost.

CalWORKS BUDGET 6310 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 180,610,092	\$ 169,929,634	\$ 158,104,759	\$ (11,824,875)	-7%
Total Appropriations	\$ 180,610,092	\$ 169,929,634	\$ 158,104,759	\$ (11,824,875)	-7%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 87,387,273	\$ 88,772,030	\$ 58,809,491	\$ (29,962,539)	-34%
Intergovernment Rev-Federal	88,188,383	76,467,659	65,927,104	(10,540,555)	-14%
Miscellaneous Revenues	1,368,087	440,386	538,219	97,833	22%
Other Financing Sources	1,025,121	1,385,629	30,273,081	28,887,452	2085%
Total Revenues	\$ 177,968,864	\$ 167,065,704	\$ 155,547,895	\$ (11,517,809)	-7%
<u>Net County Cost</u>	\$ 2,641,228	\$ 2,863,930	\$ 2,556,864	\$ (307,066)	-11%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

DSS - CALWORKS – 6310

FUNCTION

The California Work Opportunity and Responsibility to Kids (CalWORKs) program is administered by the Department of Social Services 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 2012-13 Recommended Budget of \$158,104,759 represents a 7% (\$11,824,875) decrease from the FY 2011-12 Adopted Budget based on current year CalWORKs caseload trends. The estimated offsetting revenues for the budget (\$155,547,895) reflects a 7% (\$11,517,809) decrease from current year and net County cost (\$2,556,864) reflects an 11% (\$307,066) decrease. The County's share-of-cost (\$32,829,945) for this program is funded with \$30,273,081 in Social Services Realignment revenues and net County cost of \$2,556,864. Staffing for eligibility and payment processing services is provided under the Department of Social Services budget (Org 5610).

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Assembly Bill (AB) 118 (2011 Realignment) legislation authorized funds that otherwise would be deposited into the Mental Health subaccount under 1991 Realignment, to be deposited into the newly established CalWORKs Maintenance-of-Effort (MOE) subaccount. Counties are to utilize these funds to pay an increased contribution towards CalWORKs Assistance grants, effective July 1, 2011. With AB 118, a portion of the state's share-of-cost for the CalWORKs program is shifted (realigned) to the County as its MOE contribution and offset with the recently established 2011 Realignment funds. The FY 2011-12 CalWORKs Assistance MOE, which is currently estimated at \$28,887,452, will be fixed at the amount of sales tax and Vehicle License Fee (VLF) counties receive through August of 2012.

Prior to 2011 Realignment legislation, CalWORKs assistance payments were funded 97.5% with federal (\$65,927,104) and state share-of-cost (\$87,696,943) and the County mandated share-of-cost contribution would have been 2.5% (\$3,942,493), comprised of 1991 Realignment (\$1,385,629) and net County cost (\$2,556,864). The FY 2012-13 County share as calculated prior to 2011 Realignment (\$3,942,493) represents a \$307,066 (7%) decrease from FY 2011-12 Adopted Budget County share of \$4,249,559. However, with implementation of 2011 Realignment legislation, the County's share-of-cost for CalWORKs increased to \$32,829,945 due to the realignment of \$28,887,452 in State share-of-cost to County share and the existing 2.5% County share-of-cost of \$3,942,493 (1991 Realignment of \$1,385,629 and net County cost of \$2,556,864).

During FY 2011-12 State Budget deliberation process, Senate Bill 72 authorized several changes to the CalWORKs program including an 8% grant reduction to all cases; changes in income disregard in determination of grant amounts; and reduction of time-on-aid limits from 60-month to 48-months for adult recipients of aid. These changes have significantly impacted the number of families and adults eligible for CalWORKs assistance as well as the grant aid amount. The CalWORKs caseloads were reduced

DSS – CalWORKs -- 6310

from 30,415 families on aid in June of 2010 to 29,117 in December 2011. This resulted in over \$22 million in reduced expenditures for FY 2011-12 from FY 2010-11 actual expenditures.

Other Charges

- Recommended funding of \$158,104,759 represents a 7% (\$11,824,875) decrease from current year based on caseload and average grant projections.
- The overall budgeted CalWORKs caseload reflects a 5% (1,600) decrease from an average of 30,813 cases per month in FY 2011-12 to 29,213 cases per month in FY 2012-13 based on current caseload trends. The decrease in caseload was a result of FY 2011-12 State Budget Actions which reduced the CalWORKs time on aid from 60-month eligibility to a 48-month time limit, reduced the average grant by 8%, and lowered income disregard amounts.

Recommended funding includes:

- CalWORKs program costs in the amount of \$158,104,759 to finance a monthly average of 29,213 cases per month at an average grant of \$449.

SUMMARY OF REVENUES

- Revenues are recommended at \$155,547,895, a 7% (\$11,517,809) decrease from FY 2011-12, which is primarily due to the caseload projections. Significant changes by specific revenue sources are noted below.
 - State Revenues, recommended at \$58,809,491 reflect a \$29,962,539 (34%) decrease based on the state statutory ratios for CalWORKs and Safety Net cases and AB 118 (2011 Realignment) legislation, which shifted a portion of the state share to the county.
 - Federal Revenues, recommended at \$65,927,104 reflect a \$10,540,555 (14%) decrease based on federal statutory ratios for CalWORKs federal cases.
 - Miscellaneous Revenues, recommended at \$538,219 reflect a \$97,833 (22%) increase based on actual welfare repayments for FY 2011-12.
 - Other Financing Sources-Revenues, are estimated to increase by 2,085% primarily due to 2011 Realignment (\$28,887,452) in which a portion of the state's share-of-cost shifted to county and is offset with 2011 Realignment. 1991 Realignment (\$1,385,629) is budgeted at the same level as current year based on available revenues for this program.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues - State			
3491 – Intergovernment Revenues - State	88,772,030	56,420,596	58,809,491
Total	\$ 88,772,030	\$ 56,420,596	\$ 58,809,491
Acct # - Intergovernment Revenues - Federal			
4362 – Intergovernment Revenues - Federal	76,467,659	65,828,134	65,927,104
Total	\$ 76,467,659	\$ 65,828,134	\$ 65,927,104
Acct # - Miscellaneous Revenues			
5777 – Welfare Repayments	440,386	515,984	538,219
Total	\$ 440,386	\$ 515,984	\$ 538,219
Acct # - Other Financing Sources			
5951 – Realignment	1,385,629	32,684,188	30,273,081
Total	\$ 1,385,629	\$ 32,684,188	\$ 30,273,081
Total Revenues	\$ 167,065,704	\$ 155,448,902	\$ 155,547,895

PENDING FACTORS

The FY 2012-13 Governor's budget proposes CalWORKs Assistance budget savings as a result of the new Refocusing Proposal redesign of the CalWORKs program, which prioritizes employment and childcare services for families most likely to be employed. The proposal creates two subprograms within CalWORKs, each with differing grant structures, services arrays, reporting requirements and time limits. In addition, the Refocusing Proposal aligns state required hours of work participation with federal rules. If adopted, the estimated overall costs of the CalWORKs Refocusing Proposal and Child Maintenance programs in FY 2012-13 total \$125,231,237, a \$32,873,522 (21%) decrease in appropriations over the FY 2012-13 Recommended Budget. County share-of-cost savings are estimated at \$821,838.

CalWORKs Basic

The CalWORKs Basic program assists families in their efforts to move toward self-sufficiency by providing up to 24 months of job search, barrier removal, employment training, and childcare services. If the Governor's proposal is implemented, an estimated 11,209 cases (38%) of Fresno County's total 29,213 cases per month would become eligible for CalWORKs Basic based on statewide estimated percentages.

CalWORKs Plus

The CalWORKs Plus program would serve recipients working sufficient hours to meet federal work participation requirements in unsubsidized employment. Adults meeting federal work participation may be eligible for assistance up to the maximum 48-month time limit. If the Governor's proposal is implemented, an estimated 1,255 cases (4%) of Fresno County's total 29,213 cases per month would become eligible for CalWORKs Plus based on statewide estimated percentages.

CalWORKs Child Maintenance

All other cases not served under CalWORKs Basic or Plus would be served in the Child Maintenance program outside of CalWORKs, and would be provided a basic level of income maintenance until children in the case are 18 years of age. Implementation of CalWORKs Basic and Plus would result in an estimated 14,668 (50%) of Fresno County's total 29,213 cases per month becoming eligible for CalWORKs Child Maintenance based on statewide estimated percentages. The remaining 2,081 cases per month (7%) would be ineligible for the CalWORKs Program due to income ineligibility.

Aid to Refugees BUDGET 6615 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 30,832	\$ 54,540	\$ 20,664	\$ (33,876)	-62%
Total Appropriations	\$ 30,832	\$ 54,540	\$ 20,664	\$ (33,876)	-62%
<u>Revenues</u>					
Intergovernment Rev-Federal	\$ 30,034	\$ 54,540	\$ 20,664	\$ (33,876)	-62%
Miscellaneous Revenues	798	-	-	-	-100%
Total Revenues	\$ 30,832	\$ 54,540	\$ 20,664	\$ (33,876)	-62%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	-100%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

DSS – AID TO REFUGEES – 6615**FUNCTION**

The Federal Refugee Cash Assistance (RCA) Program is administered by the Department of Social Services 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% federally funded with the Cash, Medical, and Administration Grant through the Office of Refugee Resettlement. Staffing for eligibility services is provided through the Department of Social Services budget (Org. 5610).

OVERVIEW

The FY 2012-13 Recommended Budget of \$20,664 reflects a 62% (\$33,876) decrease from the FY 2011-12 Adopted Budget based on current 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 \$20,664 represents a 62% (\$33,876) decrease from current year based on caseload and average grant projections. The budgeted RCA caseload reflects a 60% decrease from 15 cases in FY 2011-12 to 6 cases in FY 2012-13.

Recommended funding includes:

- \$20,664, a decrease of \$33,876, to finance a monthly average of six cases at an average grant of \$287 per month.

SUMMARY OF REVENUES

- Revenues are recommended at \$20,664, a 62% (\$33,876) decrease from current year based on caseload and average grant projections.
 - Intergovernment Revenues-Federal (\$20,664) – Estimated to decrease based on projected caseload decrease in this program.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – Federal			
4380 – Federal Other	54,540	19,020	20,664
Total	\$ 54,540	\$ 19,020	\$ 20,664
Total Revenues	\$ 54,540	\$ 19,020	\$ 20,664

DSS – Dependent Children – Foster Care -- 6410

Dependent Children-Foster Care BUDGET 6410 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 47,234,600	\$ 51,425,519	\$ 45,798,192	\$ (5,627,327)	-11%
Total Appropriations	\$ 47,234,600	\$ 51,425,519	\$ 45,798,192	\$ (5,627,327)	-11%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 13,654,677	\$ 15,237,813	\$ 698,338	\$ (14,539,475)	-95%
Intergovernment Rev-Federal	13,305,171	13,439,289	15,685,540	2,246,251	17%
Miscellaneous Revenues	1,563,274	1,247,705	911,488	(336,217)	-27%
Other Financing Sources	11,645,523	5,401,543	20,558,559	15,157,016	281%
Intrafund Revenue	108,692	181,289	45,476	(135,813)	-75%
Total Revenues	\$ 40,277,337	\$ 35,507,639	\$ 37,899,401	\$ 2,391,762	7%
<u>Net County Cost</u>	\$ 6,957,264	\$ 15,917,880	\$ 7,898,791	\$ (8,019,089)	-50%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

DSS - DEPENDENT CHILDREN - FOSTER CARE – 6410

FUNCTION

The Foster Care Eligibility and Payment Program is administered by the Department of Social Services 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 Department of Social Services (Org 5610).

OVERVIEW

The FY 2012-13 Recommended Budget of \$45,798,192 represents an 11% (\$5,627,327) decrease from the FY 2011-12 Adopted Budget based on current year caseload trends, elimination of funding for AB 3632 placement costs from this budget, and an estimated 3.23% California Necessities Index (CNI) increase due to court orders related to Group Home and Foster Home litigation. The estimated offsetting revenues (\$37,899,401) reflect a 7% (\$2,391,762) increase and net County cost (\$7,898,791) reflects a 50% (\$8,019,089) decrease. The County share-of-cost (\$28,457,350) for this program is funded with 1991 Realignment revenues (\$11,386,897), 2011 Realignment revenues (\$9,171,662) and net County cost of (\$7,898,791).

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Assembly Bill (AB) 118 (2011 Realignment) directed counties to create a County Local Revenue Fund in which funds will be deposited to be used exclusively to fund realigned programs as part of the 2011 Realignment including the Foster Care program. Since the implementation of 2011 Realignment, former state share-of-cost of 23% for federally eligible cases and 40% for non-federally eligible cases was transferred to the County to be funded through 2011 Realignment funding streams. Prior to 2011 Realignment, the County mandated share-of-cost for this recommended budget would have been \$19,285,688, which is comprised of 1991 Realignment (\$11,386,897) and net County cost (\$7,898,791) for the FY 2012-13 budget and represents a \$2,033,735 (9.54%) decrease from FY 2011-12 adopted County share. However, with implementation of 2011 Realignment, the County's share-of-cost for Foster Care increased to \$28,457,350 which is comprised of 1991 Realignment revenues (\$11,386,897), 2011 Realignment revenues (\$9,171,662) and net County cost of (\$7,898,791).

In recent litigations pertaining to placement rates for Foster Homes (*California Foster Parent Association vs. William Lightbourne, et al*) and Group Homes (*California Alliance of Child and Family Services v. Cliff Allenby, et al*), the court ordered the California Department of Social Services (CDSS) to amend the group home rate and foster home rate schedule annually to reflect changes in the California Necessities Index (CNI). In the current year, the group home and foster home rate increase due to CNI was 1.92%. The FY 2012-13 Recommended Budget includes an additional estimated increase of 3.23%, with an estimated cost increase of \$770,342.

Language included in 2011 Realignment removed placement cost responsibility for Seriously Emotionally Disturbed (SED) (AB 3632) youth placed by mental health from the Department of Social Services to the Department of Education (CDE). Fiscal Year 2012-13 no longer reflects any costs related to this population.

Assembly Bill 12 authorized several changes which include increasing the child age limit eligibility from 18 years to 19 years beginning January 2012 and from 19 years to 20 years beginning January 2013 for

DSS – Dependent Children – Foster Care -- 6410

both Foster Care and Kin-GAP, which adds two years of eligibility for qualifying children. Prior to the passage of AB 12, the courts could order foster care for a child over 18 and the County would be required to issue 100% County funds for the child. Included in the FY 2012-13 Recommended Budget is a 30% (20) case decrease in “County only” cases based on an estimate of the number of youth who will participate in AB 12.

Participation in AB 12 Extended Foster Care (EFC) is voluntary for the youth, and youth can exit and enter at any time prior to their eligibility expiring; therefore, it is difficult to estimate the true impact. Based on 63% current enrollment of eligible youth effective January 2012, the FY 2012-13 Recommended Budget includes an estimated 106 cases in EFC.

Additionally, AB 12 converted eligible Kin-GAP cases to a Federal Title IV-E program, including programmatic and Title IV-E federal funding regulatory compliance. As of January 2012 all eligible cases had been converted reflecting a 95% Title IVE eligibility within the caseload, which is included in the recommended budget.

Other Charges

- Recommended funding of \$45,798,192 represents an 11% (\$5,627,327) decrease from the current year based on actual caseload and average grant trends.
- The overall budgeted caseload reflects 2,335 average monthly cases in FY 2012-13 based on current year caseload trends, a decrease of 2.65% (64) from the current year projected caseload. The FY 2012-13 budgeted weighted average grant (\$1,577) accounts for an estimated 3.23% CNI increase for the foster home and group home rates.

Recommended funding includes:

- Federal and state foster care cases budgeted at \$40,151,378, a decrease of \$4,464,031 from the current year budget, to finance a monthly average of 1,196 minor and 82 Non-Minor Dependent (NMD) federal foster care cases and 435 minor and 24 Non-Minor Dependent (NMD) state foster care cases at an average grant of \$1,588 and \$2,578 respectively. Recommended funding includes an estimated rate increase to foster home and group home rates of 3.23% based on the state's estimate of the CNI rate.
- Kin-GAP cases budgeted at \$3,277,716, a decrease of \$819,217 from the current year budget, to finance a monthly average of 394 Title IVE federally eligible cases and 22 non-Title IVE eligible cases at an average grant of \$648 and \$783 respectively. Recommended funding includes a state-estimated rate increase of 3.23% to eligible cases, projected at 30% of the caseload based on current caseload trends.
- Emergency Assistance foster care cases budgeted at \$1,847,592, a decrease of \$90,074 from the current year budget, to finance an average of 134 cases per-month at an average grant of \$1,149 per-month. Recommended funding includes an estimated rate increase to foster home and group home rates of 3.23% based on the state's estimate of the CNI rate.
- Emergency Shelter Care and County Only foster care cases budgeted at \$521,506, a decrease of \$254,005 from current year budget, to finance an average of 48 cases per-month at an average grant of \$913 per-month. Recommended funding includes a State-estimated rate increase of 3.23% to eligible cases, projected at 50% of the caseload based on current caseload trends.

SUMMARY OF REVENUES

- Revenues are recommended at \$37,899,401, a 7% (\$2,391,762) increase over the current year budget, based on projected caseload and average grant amounts for FY 2012-13. Significant changes by specific revenue source are noted below:

- Intergovernment Revenues-State, recommended at \$698,338 reflects a decrease of 95% (\$14,539,475), which reflects the shift of State share-of-cost to County due to the implementation of 2011 Public Safety Realignment.
- Intergovernment Revenues-Federal, recommended at \$15,685,540 reflect an increase of 17% (\$2,246,251), based on statutory ratios for federal cases including federally eligible KinGAP cases and an allocation of \$2,298,636 in Title XX funds, which are capped federal funds allocated to counties for social services programs in place of Realignment 2011 funds.
- Miscellaneous Revenues, recommended at \$911,488 reflect a decrease of 27% (\$336,217) based on current year welfare repayment collection trends and Social Security Income (SSI) reimbursement receipts.
- Other Financing Sources Revenues, recommended at \$20,558,559 reflect an increase of 281% (\$15,157,016), based on the shift of State share-of-cost to County due to the implementation of 2011 Realignment legislation, and an increase in available 1991 Realignment.
- Intrafund Revenues recommended at \$45,476 reflect a decrease of 75% (\$135,813), based on year to date trends for actual case costs eligible to be covered with Child Welfare Services Emergency Assistance Temporary Assistance to Needy Families (EA-TANF) revenues.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – State			
3493 – State-Aid-Foster Care	15,237,813	878,615	698,338
Total	\$ 15,237,813	\$ 878,615	\$ 698,338
Acct # - Intergovernment Revenues – Federal			
4364 – Federal-Aid Foster Care	13,439,289	14,690,909	15,685,540
Total	\$ 13,439,289	\$ 14,690,909	\$ 15,685,540
Acct # - Miscellaneous Revenues			
5777 – Welfare Repayments	149,327	54,647	54,647
5800 – Other Miscellaneous	1,098,378	856,841	856,841
Total	\$ 1,247,705	\$ 911,488	\$ 911,488
Acct # - Other Financing Sources			
5951 – Op Trans In From Special Rev F (Realignment 1991 & 2011)	5,401,543	14,173,803	20,558,559
Total	\$ 5,401,543	\$ 14,173,803	\$ 20,558,559
Acct # - Intrafund			
5990 – Intrafund Revenue	181,289	45,476	45,476
Total	\$ 181,289	\$ 45,476	\$ 45,476
Total Revenues	\$ 35,507,639	\$ 30,700,291	\$ 37,899,401

PENDING FACTORS

The rate increase to placement rates for Foster Homes (*California Foster Parent Association vs. William Lightbourne, et al*) and Group Homes (*California Alliance of Child and Family Services v. Cliff Allenby, et al*) included in the FY 2012-13 Recommended Budget are based on the State's estimate for the California Necessities Index (CNI) rate of 3.23%. Pending approval of the State budget and actual CNI rate increase, the department may need to return to the Board to adjust appropriations and County share-of-cost.

The estimated 106 cases for Extended Foster Care (EFC) for AB 12 are based on only one month of actual data due to the January 2012 implementation date. Participation in EFC is voluntary and allows Non Minor Dependents (NMD) to enter and exit EFC at will any time during their extended eligibility period. The overall estimated caseload decrease of 2.65% is based on current year six month trends. Should the actual number of youth participating in EFC increase over the budgeted amount, the department may need to return to the Board to adjust appropriations and County share-of-cost.

The California Alliance of Child and Family Services, representing Foster Family Agencies (FFA), has submitted a claim in Federal Court stating that the state is violating the Child Welfare Act of 1980 by insufficiently funding foster care. The case is based on the same premise as the Foster Home and Group Home cases, which were won by both groups in court and the County was directed to increase placement rates by an average of 30% and 32%, respectively. If the courts rule in favor of the FFA, the estimated rate increase is 30%, resulting in a projected cost of \$4,272,021, of which \$2,779,046 is County share-of-cost. This cost is not included in the FY 2012-13 Recommended Budget.

General Relief BUDGET 6645 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 10,291,583	\$ 9,552,553	\$ 11,254,415	\$ 1,701,862	18%
Total Appropriations	\$ 10,291,583	\$ 9,552,553	\$ 11,254,415	\$ 1,701,862	18%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 1,438,383	\$ 1,942,056	\$ 1,477,680	\$ (464,376)	-24%
Intergovernment Rev-Federal	(20)	-	-	-	-100%
Charges For Services	1,673,375	1,042,592	1,260,678	218,086	21%
Miscellaneous Revenues	30,897	45,420	53,590	8,170	18%
Total Revenues	\$ 3,142,635	\$ 3,030,068	\$ 2,791,948	\$ (238,120)	-8%
<u>Net County Cost</u>	\$ 7,148,948	\$ 6,522,485	\$ 8,462,467	\$ 1,939,982	30%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

DSS –GENERAL RELIEF- 6645

FUNCTION

The General Relief (GR) Program is administered by the Department of Social Services 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 Department of Social Services budget (Org 5610).

OVERVIEW

The FY 2012-13 Recommended Budget of \$11,254,415 reflects an 18% (\$1,701,862) increase over the FY 2011-12 Adopted Budget. Recommended appropriations for the General Relief Program (\$9,723,145) represent a 29% (\$2,158,068) increase over the FY 2011-12 Adopted Budget, due to actual caseload growth in FY 2011-12. Recommended appropriations for the CAPI program (\$1,531,270) represents a 23% (\$456,206) decrease from the current year due to a lower projected caseload based on actual FY 2011-12 trends. The estimated offsetting revenue for the budget (\$2,791,948) reflects an 8% (\$238,120) decrease and net County cost (\$8,462,467) reflects a 30% increase (\$1,939,982) over the FY 2011-12 Adopted Budget.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The General Relief program has continued to experience significant growth as a result of the economic downturn. From FY 2008-09 to FY 2010-11, the General Relief caseload increased from 1,648 to 2,766 cases, or an increase of 1,118 cases (68%). Caseload growth has continued through the current year, and is projected to increase to a monthly average of 3,433 in FY 2012-13.

Significant program changes have been implemented since FY 2008-09 to ensure program compliance as well as to address caseload growth including:

- Amending the GR program to adjust the beginning date of aid from the application date to the first day of the month following the date of application, thus limiting employable recipients to three months of aid and eliminating partial month payments.
- Increase number of SSI Advocacy positions that assist GR recipients in attaining SSI funds from one to two positions in FY 2012-13. Upon approval for SSI, GR recipients are discontinued from receiving GR benefits and the County is paid back for GR expenditures from date of SSI application to the date of SSI approval.
- Implementation of Electronic Interim Assistance Reimbursement (eIAR) payments, which allowed the County to recover SSI funds more efficiently.
- Implementation of additional job search requirements and processes including more stringent verification processes which ensure employable recipients are actively job searching.

- A reduction of the General Relief maximum grant from \$272 to \$245, the current legal minimum, effective July 1, 2011.

Other Charges

- Recommended funding of \$11,254,415 represents an 18% (\$1,701,862) increase from the current year based on caseload and average grant projections.

Recommended funding includes:

- General Relief Program costs in the amount of \$9,723,145, which is comprised of the following components:
- \$9,307,585 to finance a monthly average of 3,433 General Relief cases at an average grant of \$226. This includes a projected caseload growth of \$528,614 in FY 2012-13.
- \$100,000 for the performance of medical incapacity evaluations.
- \$50,000 for the performance of mental health incapacity evaluations.
- \$265,560 to provide applicants with transportation assistance to complete job search activities and attend scheduled doctor/health services related appointments.
- CAPI costs in the amount of \$1,531,270 to finance a monthly average of 175 CAPI cases at an average grant of \$705.

SUMMARY OF REVENUES

- Revenues are recommended at \$2,791,948, an 8% (\$238,120) decrease from the FY 2011-12 Adopted Budget, which is primarily due to caseload projections and reimbursements for the CAPI Program.
- Intergovernment Revenues-State (\$1,477,680) – Estimated to decrease by 24% (\$464,376) based on a lower projected caseload increase in the State CAPI Program.
- Charges for Services (\$1,260,678) – Estimated to increase by 21% (\$218,086) based on trends for actual revenues received in FY 2011-12 for Federal repayment of interim assistance paid to clients awaiting SSI/SSP certification and projected caseload growth.
- Miscellaneous Revenues (\$53,590) – Estimated to increase by 18% (\$8,170) based on actual CAPI overpayment collections received in FY 2011-12.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – State			
3575 - State Other	1,942,056	1,359,395	1,477,680
Total	\$ 1,942,056	\$ 1,359,395	\$ 1,477,680
Acct # - Charges for Services			
4927 – Interim Assistance - Welfare	1,042,592	1,155,981	1,260,678
Total	\$ 1,042,592	\$ 1,155,981	\$ 1,260,678
Acct # - Miscellaneous Revenues			
5777 – Welfare Repayments	45,420	53,590	53,590
Total	\$ 45,420	\$ 53,590	\$ 53,590
Total Revenues	\$ 3,030,068	\$ 2,568,966	\$ 2,791,948

Veterans' Service Office BUDGET 7110 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 361,431	\$ 368,037	\$ 390,285	\$ 22,248	6%
Services and Supplies	117,619	143,899	126,819	(17,080)	-12%
Total Appropriations	\$ 479,050	\$ 511,936	\$ 517,104	\$ 5,168	1%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 98,218	\$ 84,063	\$ 84,063	\$ -	0%
Miscellaneous Revenues	49,112	98,741	69,092	(29,649)	-30%
Intrafund Revenue	246,769	207,585	242,987	35,402	17%
Total Revenues	\$ 394,099	\$ 390,389	\$ 396,142	\$ 5,753	1%
<u>Net County Cost</u>	\$ 84,951	\$ 121,547	\$ 120,962	\$ (585)	0%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	5	5	5	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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, educational, medical, insurance, burials, headstones, and discharge upgrades. The Veterans' Service Office also makes referrals to other agencies as needed for services that are not offered by the Veterans' Administration. 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 and has reduced net County cost.

OVERVIEW

The FY 2012-13 Recommended Budget reflects appropriations of \$517,104, an increase of 1% (\$5,168) over the FY 2011-12 Adopted Budget. The FY 2012-13 Recommended revenues of \$396,142 reflect an increase of 1% (\$5,753) over the FY 2011-12 Adopted Budget. Net County cost is recommended at \$120,962 and reflects a decrease of 1% (\$585) from the FY 2011-12 Adopted Budget. Staffing is recommended at five positions, which is the same level as current year.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Veterans' Service Offices throughout California are boosting efforts to strengthen resources offered to veterans in response to the increased number of veterans returning from Iraq and Afghanistan. The Yellow Ribbon Reintegration Program is designed to promote the well-being of National Guard and Reserve members and their families by connecting them with resources throughout the deployment cycle. As part of that effort, the Fresno Veterans Service Officer attends Yellow Ribbon events throughout California as well as various outreach events and health fairs in the Central Valley.

Salaries and Benefits

- Salaries and Benefits, recommended at \$390,285, represent a 6% (\$22,248) increase over the current year due to differences between actual costs and budget instructions. Staffing is recommended at five positions.

Recommended funding includes:

- Account 6350, Unemployment Insurance represents a 34% (\$199) decrease in Unemployment Insurance based on Risk Management rates.
- Account 6400, Retirement Contribution reflects an 11% (\$11,722) increase in retirement based on changes in actual costs and updated Fresno County Employee's Retirement Association (FCERA) rates.
- Account 6550, Workers Compensation represents a 12% (\$53) increase in Workers Compensation contributions based on Risk Management rates.
- Account 6670, Administrative Benefits represents a 21% \$119 increase based on Risk Management rates.
- No Salary Savings due to the relatively small size of the VSO and minimal staffing of five positions.

Services and Supplies

- Services and Supplies, recommended at \$126,819, represent a 12% (\$17,080) decrease from the current year.

Recommended funding includes:

- Account 7175, Insurance-Other represents a 37% (\$26) increase based on Risk Management rates.
- Account 7265, Office Expense represents a 43% (\$819) increase based on current year actuals and projected need due to increased outreach efforts to recently separated veterans.
- Account 7269, Printing represents a 39% (\$816) increase based on current year actuals and projected need due to increased outreach efforts to recently separated veterans.
- Account 7295, Professional and Specialized Services represents a 37% (\$13,738) decrease based on current year actuals which includes the administrative costs of staff time incurred in the 5610 Org.
- Account 7412, Mileage represents an 88% (\$3,275) increase based on current year actuals and projected need due to increased outreach efforts to recently separated veterans.

SUMMARY OF REVENUES

- Revenues are recommended at \$396,142, a 1% (\$5,753) increase over the current year based on estimated allocations and projection of revenue for FY 2011-12. Significant changes by specific revenue source are noted below.
- Intrafund Revenues recommended at \$242,987 reflect a 17% (\$35,402) increase based on current year actuals.
- Other Misc Revenues recommended at \$69,092 reflect a 30% (\$29,649) decrease based on revenue agreements with Madera County and the CDVA.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – State			
3560 – State Aid for VA	84,063	85,544	84,063
Total	\$ 84,063	\$ 85,544	\$ 84,063
Acct # - Miscellaneous Revenues			
5800 – Revenue Agreements	98,741	49,092	69,092
Total	\$ 98,741	\$ 49,092	\$ 69,092
Acct # - Other Financing Sources			
5990 - Intrafund	207,585	249,235	242,987
Total	\$ 207,585	\$ 249,235	\$ 242,987
Total Revenues	\$ 390,389	\$ 383,871	\$ 396,142

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	\$ 68,354
3080	Office Assistant III	1049	1	1	36,473
3628	Veterans' Services Representative I	1221	<u>3</u>	<u>3</u>	<u>114,360</u>
Subtotal			5	5	\$ 219,187
TOTAL REGULAR SALARIES					\$ 219,187

DSS – In-Home Supportive Services -- 6420

In Home Supportive Services BUDGET 6420 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Charges	\$ 34,311,311	\$ 39,673,655	\$ 41,087,520	\$ 1,413,865	4%
Total Appropriations	\$ 34,311,311	\$ 39,673,655	\$ 41,087,520	\$ 1,413,865	4%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 2,877,122	\$ 3,713,415	\$ 3,847,099	\$ 133,684	4%
Intergovernment Rev-Federal	8,928,614	7,167,719	7,425,759	258,040	4%
Miscellaneous Revenues	262,671	-	-	-	-100%
Other Financing Sources	20,737,223	22,922,876	22,548,583	(374,293)	-2%
Total Revenues	\$ 32,805,630	\$ 33,804,010	\$ 33,821,441	\$ 17,431	0%
<u>Net County Cost</u>	\$ 1,505,682	\$ 5,869,645	\$ 7,266,079	\$ 1,396,434	24%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 cannot remain safely in their own homes unless such services are available. This may include meal preparation, laundry, heavy cleaning, non-medical personal services, transportation, and protective supervision. Services are rendered by IHSS providers who are hired and employed by the IHSS recipients. The IHSS Public Authority serves as the 'employer of record' for providers and participates in union contract negotiations. 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 2012-13 Recommended Budget of \$41,087,520 reflects a 4% (\$1,413,865) increase over the FY 2011-12 Adopted Budget. The total County share-of-cost for the recommended budget is \$29,814,662 which represents a 4% (\$1,022,141) increase over the FY 2011-12 Adopted Budget and is offset by Social Services 1991 Realignment (\$22,548,583) and net County cost of \$7,266,079. The net County cost included in this budget represents a 24% (\$1,396,434) increase over the FY 2011-12 Adopted Budget and is primarily due to the July 1, 2012 elimination of a 3.6% cut to IHSS recipient authorized hours that went into effect February 1, 2010. Staff support for program eligibility services is provided through the DSS budget (Org 5610). The IHSS Public Authority budget (Org 5611) serves as the 'employer of record' for IHSS providers.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Effective February 1, 2010, the State implemented a temporary across the board 3.6% reduction to recipient authorized service hours, which will end July 1, 2012. The recommended budget accounts for a 3.6% increase in hours.

Other Charges

- Recommended funding of \$41,087,520 reflects a 4% (\$1,413,865) increase over FY 2011-12 appropriations and assumes a one-time 3.6% increase in hours. No caseload growth is budgeted.

Recommended funding includes:

- County share of Provider wages of \$26,463,997 based on the wage rate of \$10.25 per hour and estimated county share of 17.7%. This includes estimated Title XIX Federal waiver revenue which is paid to the County retrospectively.
- County share of payroll taxes in the amount of \$2,503,494.
- Provider health benefits of \$11,720,029 based on the benefit rate of \$0.85 per hour.
- County share of annual CMIPS and Workers' Compensation charges are estimated at \$400,000 based on contract charges.

SUMMARY OF REVENUES

- Revenues are recommended at \$33,821,441, a slight (\$17,431) increase over the FY 2011-12 Adopted Budget due to the July 1, 2012 elimination of a 3.6% cut to IHSS recipient authorized hours that went into effect February 1, 2010. Without additional 1991 Realignment available, an increase in net County cost is required to offset the County share-of-cost in this budget.
 - Intergovernment Revenues-State (\$3,847,099) - Estimated to increase 4% (\$133,684) based on the state share of projected health benefit cost.
 - Intergovernment Revenues-Federal (\$7,425,759) - Estimated to increase 4% (\$258,040) based on federal share of projected health benefit costs and Title XIX waiver revenue.
 - Other Financing Sources – 1991 Realignment (\$22,548,583) - Estimated to decrease 2% (\$374,293) based on the available realignment revenues for this program, resulting in increased use of net County cost to offset required County share-of-cost.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – State			
3480 – Intergovernmental Revenue – State	3,713,415	3,695,390	3,847,099
Total	\$ 3,713,415	\$ 3,695,390	\$ 3,847,099
Acct # - Intergovernment Revenues – Federal			
4361 – Intergovernmental Revenue – Federal	7,167,719	7,132,926	7,425,759
Total	\$ 7,167,719	\$ 7,132,926	\$ 7,425,759
Acct # - Other Financing Sources			
5951 – 1991 Realignment	22,922,876	22,922,876	22,548,583
Total	\$ 22,922,876	\$ 22,922,876	\$ 22,548,583
Total Revenues	\$ 33,804,010	\$ 33,751,192	\$ 33,821,441

PENDING FACTORS

The FY 2012-13 Recommended Budget has pending factors based on ongoing litigation and the FY 2012-13 Governor's January budget. The below pending factors and County share savings assumptions are not included in the recommended budget. Should any of the items be implemented, the department will return to your Board for a budget adjustment.

Ongoing Litigation

State reduction to authorized hours – Implemented January 1, 2012

Due to lower than projected revenues, the State implemented a trigger cut, as prescribed in the FY 2011-12 State budget, which reduced IHSS recipient authorized hours by 20%. Due to automatic exemptions and the right to appeal the cut, the County in conjunction with the California Welfare Directors Association (CDWA), estimated that the actual cut to Fresno providers would be 10.63%. This cut is currently being blocked by a Court Order pending further legal action. The 10.63% reduction would result in a County share savings of \$3,018,126.

IHSS Provider Wage and Benefit Reduction to \$8.60

The Memorandum of Understanding between United Health Care Workers West – SEIU and the Fresno County IHSS Public Authority expired on September 30, 2009. On May 25, 2010 your Board unilaterally implemented the IHSS provider wage and benefit rate of \$8.60 per hour. Due to pending litigation, the department has continued to pay the IHSS provider wage and benefit rate of \$11.10 per hour and has included this rate in the recommended budget. The \$8.60 per hour rate would result in a County share savings of \$6,611,433.

FY 2012-13 Governor's January Budget

State application for Federal "Community First Choice Option" (CFCO) – Retroactive to December 1, 2010

The Community First Choice Option is part of the federal healthcare reform act and would allow for increased federal match funding for the IHSS program. Federal reimbursement would increase from 50% to 56%. Most, but not all, IHSS recipients would qualify for the increased funding; those that do not would still be covered under the current IHSS program with 50% Federal reimbursement. The CFCO approval would result in a County share savings of \$3,459,864. The program is pending federal approval.

State elimination of Domestic and Related Services to Certain Recipients – Implementation July 1, 2012

The proposal would eliminate domestic and related services to recipients who are living with others in a shared-housing situation. Based on the current caseloads the cut would result in a County share savings of \$118,586.

In-Home Supportive Services – Public Authority -- 5611

IHSS-Public Authority BUDGET 5611 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	\$ 489,537	\$ 502,319	\$ 519,449	\$ 17,130	3%
Services and Supplies	573,157	600,355	492,491	(107,864)	-18%
Total Appropriations	\$ 1,062,694	\$ 1,102,674	\$ 1,011,940	\$ (90,734)	-8%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 214,519	\$ 269,205	\$ 238,248	\$ (30,957)	-11%
Intergovernment Rev-Federal	518,189	486,005	371,619	(114,386)	-24%
Other Financing Sources	135,454	199,685	199,685	-	0%
Intrafund Revenue	260,254	147,779	202,388	54,609	37%
Total Revenues	\$ 1,128,416	\$ 1,102,674	\$ 1,011,940	\$ (90,734)	-8%
<u>Net County Cost</u>	\$ (65,722)	\$ -	\$ 0	\$ 0	0%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	7	7	7	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

IHSS – PUBLIC AUTHORITY - 5611

FUNCTION

The In-Home Supportive Services Public Authority (Public Authority) is the employer of record for In-Home Supportive Services (IHSS) care providers for the purpose of negotiating wages, benefits, and working conditions with the local union. The Public Authority also operates the Provider Registry, which assists IHSS Recipients with finding home care Providers as well as training and assisting Providers in finding work. Public Authority services include, but are not limited to: IHSS Provider recruitment and screening, which includes an initial background check and Department of Justice fingerprint scanning and monthly background checks for as long as a Provider remains in the Registry; maintaining a Registry of available Providers; referral of Registry Providers to IHSS Recipients; Recipient and Provider training; and Recipient and Provider support services.

OVERVIEW

The FY 2012-13 Recommended Budget appropriations of \$1,011,940 reflect a net 8% (\$90,734) decrease from the FY 2011-12 Adopted Budget. The FY 2011-12 Recommended Budget revenues of \$1,011,940 also reflect a net 8% (\$90,734) decrease from the FY 2011-12 Adopted Budget, with no net County cost. Staffing is recommended at seven positions. Due to limited number of staff, no salary savings are included in the budget.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The FY 2011-12 State budget decreased the Fresno County Public Authority allocation by \$60,700, an 8% decrease in state and federal revenue.

Salaries and Benefits

- Salaries and Benefits, recommended at \$519,449, represent a 3% (\$17,130) increase over the current year. 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, normal step increases, and bilingual skills pay for three positions.
- A 27% (\$490) decrease from the current year in Account 6350, Unemployment based on Risk Management rates.
- A 9% (\$12,356) increase over the current year in Account 6400, Retirement Contributions based in part on changes in actual costs and updated Fresno County Employee's Retirement Association (FCERA) rates.
- A 5% (\$1,570) decrease from the current year in Account 6550, Workers' Compensation based on Risk Management rates.
- A 20% (\$166) increase over the current year in Account 6670, Benefits Administration based on rates.

Services and Supplies

- Services and Supplies, recommended at \$492,491, represent an 18% (\$107,864) decrease from the current year due to decreases in charges associated with the IHSS Provider MOU negotiations as well IHSS litigation, which is currently on hold pending a decision from the US Supreme Court.

Recommended funding includes:

- A 58% (\$3,179) decrease in Account 7040, Telephone Charges based on IT communication rates.
- A 52% (\$8,500) decrease in Account 7268, Postage due to the reduced need to send out notification to IHSS Providers of State program changes as well as any action regarding pending IHSS litigation.
- A 29% (\$4,390) increase in Account 7294, Professional and Specialized Services - Contracts due to increased costs for Questys Document Imaging system.
- A 20% (\$95,511) decrease in Account 7295, Professional and Specialized Services due to decreases in charges associated with the IHSS Provider MOU negotiations and IHSS litigation specifically to Intrafund Personnel, Intrafund County Counsel and outside legal counsel, which is a result of actions pending decision by the U.S. Supreme Court.
- A 23% (\$5,583) increase to Account 7296, Data Processing Services based on ITSD rates.
- A 35% (\$3,500) decrease in Account 7430, Utilities due to actuals and projected need.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,011,940 an 8% (\$90,734) decrease from the FY 2011-12 Adopted Budget. Specific changes by revenue accounts are noted below:
 - Account 3480, Intergovernment Revenues-State recommended at \$238,248, represent an 11% (\$30,957) decrease from FY 2011-12 based on the current year State allocation.
 - Account 4361, Intergovernment Revenues-Federal recommended at \$371,619, represent a 24% (\$114,386) decrease from the current year based on actual Federal-eligible cases.
 - Account 5951, Other Financing Sources recommended at \$199,685, represent no change from the current year based on available Social Services 1991 Realignment revenues.
 - Account 5990, Intrafund Revenues recommended at \$202,388 represent a 37% (\$54,609) increase over the current year based on actual Public Authority staff time performing IHSS Administrative functions, which is paid for by Org 5610.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – State			
3480 – Intergovernmental Revenues - State	269,205	238,248	238,248
Total	\$ 269,205	\$ 238,248	\$ 238,248
Acct # - Intergovernment Revenues – Federal			
4361 – Intergovernmental Revenues - Federal	486,005	384,953	371,619
Total	\$ 486,005	\$ 384,953	\$ 371,619
Acct # - Other Financing Sources			
5951 – Other Financing Source	199,685	116,616	199,685
Total	\$ 199,685	\$ 116,616	\$ 199,685
Acct # - Intrafund			
5990 – Intrafund Revenue	147,779	199,212	202,388
Total	\$ 147,779	\$ 199,212	\$ 202,388
Total Revenues	\$ 1,102,674	\$ 939,037	\$ 1,011,940

PENDING FACTORS

On January 31, 2012, the California Welfare Directors Association applied for a Federal grant seeking funding to institute a community-oriented prevention and intervention for persons with mental illness and diminished capacity. Fresno County was selected as one of the 12 counties to receive funding if the grant application is approved. Grant announcements are scheduled for the end of August 2012. If the grant is approved the Fresno County Public Authority is projected to receive \$334,000 in additional Federal revenue, and the department will return to the Board of Supervisors for a budget revision.

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	1896	1	1	\$ 49,986
3080	Office Assistant III	1086	<u>6</u>	<u>6</u>	<u>221,012</u>
Subtotal			7	7	\$ 270,998
	Bilingual Skill Pay				<u>1,807</u>
TOTAL REGULAR SALARIES					\$ 272,805

Health & Welfare Trust Fund -- 5243

Health and Welfare Trust BUDGET 5243 Local Health and Welfare Trust					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Financing Uses	\$ 117,392,262	\$ 116,823,390	\$ 155,001,075	\$ 38,177,685	33%
Total Appropriations	\$ 117,392,262	\$ 116,823,390	\$ 155,001,075	\$ 38,177,685	33%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 70,126,753	\$ 67,762,341	\$ 118,269,740	\$ 50,507,399	75%
Other Financing Sources	48,034,839	49,061,049	36,731,335	(12,329,714)	-25%
Total Revenues	\$ 118,161,592	\$ 116,823,390	\$ 155,001,075	\$ 38,177,685	33%
<u>Net County Cost</u>	\$ (769,330)	\$ -	\$ -	\$ -	-100%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

HEALTH AND WELFARE TRUST FUND – 5243

FUNCTION

Assembly Bill 1288 of 1991 requires counties to establish a local Health and Welfare Trust Fund (H&WTF) for proceeds of sales tax designated for State/Local Program Realignment. Counties must also deposit into the fund 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 new CalWORKs Maintenance-of-Effort (MOE) Account to the H&WTF. The 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 balance of the 2011 Realignment programs, but required counties to continue to deposit these new funds through the already established H&WTF.

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 funds can only be used to fund a portion of CalWORKs assistance payments in lieu of State General Funds.

OVERVIEW

The FY 2012-13 Recommended Budget appropriations of \$155,001,075 reflect a 33% (\$38,177,685) increase in appropriations and revenues from the FY 2011-12 Adopted Budget based on 2011 Realignment legislation and projected Realignment Sales Tax and VLF revenues. Realignment Sales Tax and VLF revenue projections for the FY 2012-13 Recommended Budget reflect an increase of 75% (\$50,507,399) and a decrease of 25% (\$12,329,714) respectively, from the FY 2011-12 Adopted Budget. There is no Trust Fund carryover from the current year to FY 2012-13.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

As a part of the FY 2011-12 state budget, the legislature enacted a series of trailer bills that realigned additional programs between the state and counties. The 2011 Realignment established a new funding structure for a number of 2011 realigned programs and made two significant changes to the structure and funding usage in the 1991 H&WTF.

First, the community mental health programs that were funded with 1991 sales tax and VLF revenues were provided a new funding stream within 2011 Realignment. Statewide community mental health programs will be the first to draw on the 1.0625% sales tax that was established to fund 2011 realignment programs. Mental health programs statewide will receive a total of \$1.083 billion, of which Fresno County's share will be \$32,147,436. In addition, mental health programs will retain VLF penalty collection funds (\$727,543) that were previously dedicated to these programs through 1991 realignment. In total, Fresno County mental health programs will receive \$2,769,838 more in total realignment revenues when compared to the FY 2011-12 Adopted Budget.

Health & Welfare Trust Fund -- 5243

The second change brought on by 2011 Realignment is the establishment of the fourth account within 1991 H&WTF for the new CalWORKs Maintenance-of-Effort (MOE). The sales tax and VLF that was previously received for community mental health programs will instead be deposited into a new CalWORKs MOE subaccount and will fund a portion of CalWORKs assistance payments. CalWORKs assistance payments are reflected in Org 6310 and were previously funded with 97.5% state and federal revenues and 2.5% County share-of-cost that was established in 1991 realignment. The 2.5% County share-of-cost for this program has not changed. 2011 Realignment created an additional county obligation by establishing the MOE that will fund a portion of this program in lieu of State General funds; Fresno County is estimated to receive \$28,887,452 for this purpose. By statute, the VLF portion of 1991 Realignment flows through the County General Fund and is reflected as countywide revenues. After 2011 Realignment, the VLF that formerly was deposited for mental health is now commingled with sales tax funds and has become the CalWORKs MOE payment and, as such, will not flow through the County General Fund but will be directly deposited in the H&WTF. As CalWORKs MOE is part of 2011 Realignment and the state labels the entire CalWORKs MOE as sales tax without splitting the deposits between sales tax and VLF, the funds will be deposited directly to Org 5243 as state revenue. Refer to the narrative for Fund 0270 2011 Realignment for more information.

Consumer spending directly affects the amount of realignment revenue received. The significant decline in sales tax that started in FY 2007-08 has stabilized in FY 2009-10 and during the last two fiscal years, the sales tax receipts have slowly increased. The projected budget for sales tax includes caseload growth funding of \$3,738,313 that is expected to be paid in September / October of 2012 based on FY 2011-12 actual receipts exceeding FY 2010-11 base by 6%. The projected base for FY 2012-13 would be increased by the same amount (\$3,738,313) resulting in a recommended increase for sales tax of \$7,476,626 compared to current year.

Based on statutes, in the years that sales tax receipts exceed prior year base, the funds will be first utilized to fund earned caseload growth within the Social Services account. Fresno County is owed \$6,516,902 in caseload growth that was earned in FY 2007-08, FY 2008-09, and FY 2009-10. \$3,738,313 of this amount is expected to be paid during FY 12-13 and is included in the recommended budget.

Vehicle License Fee collections have continued to decline in FY 2011-12 and are expected to be 6% below FY 2010-11 base. The recommended budget for FY 2012-13 assumes that vehicle license fee revenues will stabilize and that the base will not be eroded beyond the 6% loss reached in current year.

SUMMARY OF REVENUES

- Revenues are recommended at \$155,001,075, a 33% (\$38,177,685) increase over the current year budget, which reflects budgeting anticipated sales tax and VLF collections for the current fiscal year. Significant changes by specific revenue source are noted below.
 - Sales Tax Revenues recommended at \$118,269,740 reflect a 75% (\$50,507,399) increase over the current year budget based on 2011 Realignment changes (\$32,147,436), the VLF portion of CalWORKs MOE now commingled with sales tax and deposited in Org 5243 as State revenues (\$10,790,885), a current year increase in sales tax base (\$92,452) for social services, anticipated caseload growth earned in FY 2011-12 (\$3,738,313), and a corresponding increase in base (\$3,738,313).
 - Operating Transfer in Revenues recommended at \$36,731,335 reflect a 25% (\$12,329,714) decrease compared to FY 2011-12. The total is comprised of County match of \$11,359,752 that is established in statute and Vehicle License Fees (\$25,371,583) that are based on FY 2011-12 anticipated collections.

The Operating Transfer in Revenues decline is made up of actual VLF revenue decrease estimated at (\$1,573,024) compared to current year and redirection of Mental Health VLF (\$10,790,885) into the CalWORKs MOE subaccount, which is fully recognized as Intergovernment-State revenues.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – State			
3508 – Healthcare Sales Tax Revenue	67,762,341	100,002,229	118,269,740
Total	\$ 67,762,341	\$ 100,002,229	\$ 118,269,740
Acct # - Other Financing Sources			
5950 – Op Trans In From General Fund (VLF and County Match)	49,061,049	36,731,335	36,731,335
Total	\$ 49,061,049	\$ 36,731,335	\$ 36,731,335
Total Revenues	\$ 116,823,390	\$ 136,733,564	\$ 155,001,075

PENDING FACTORS

The accounting structure for the Local Revenue Fund 2011 was established for FY 2011-12 through 2011 Realignment. The funding structure for FY 2012-13 and subsequent fiscal years has not been enacted but will be part of the FY 2012-13 State Budget process. If the FY 2012-13 Enacted State Budget changes the accounting structure for the Local Revenue Fund 2011, the H&WTF may also be impacted and the Department of Social Services would return to your Board with the appropriate recommendations.

If sales tax receipts exceed the 6% growth included in the FY 2012-13 Recommended Budget, the Social Services Account would realize an increase based on additional payments toward owed caseload growth. The final collections for the FY 2011-12 and therefore growth earnings above base will be known in September 2012. If the receipts exceed projections, the department will return with an appropriate budget adjustment.

TRUST FUND ACCOUNTS					
FY 2012-13 Realignment Projections	PUBLIC HEALTH	MENTAL HEALTH (2011 R)	CalWORKs MOE (former MH)	SOCIAL SERVICES	TOTAL Budget
County Match	10,404,113	955,639	-	-	11,359,752
Sales Tax	8,177,704	32,147,436	28,887,452	41,580,522	110,793,114
Sales Tax Caseload Growth - 6%	-	-	-	3,738,313	3,738,313
Base Increase due to Caseload Growth	-	-	-	3,738,313	3,738,313
VLF	24,621,092	-	-	-	24,621,092
VLF Base	-	-	-	1,595,972	1,595,972
VLF Collection	-	727,543	-	-	727,543
VLF Base loss (6%)	(1,477,266)	-	-	(95,758)	(1,573,024)
Total	\$41,725,643	\$33,830,618	\$28,887,452	\$50,557,362	\$155,001,075
USES	PUBLIC HEALTH Budgeted	MENTAL HEALTH Budgeted	CalWORKs MOE Budgeted	SOCIAL SERVICES Budgeted	TOTAL Projected Disbursements
5610 Department of Social Services	-	-	-	13,131,856	13,131,856
5611 IHSS - Public Authority	-	-	-	199,685	199,685
5620 Public Health	20,680,045	-	-	1,364,882	22,044,927
56201687 Jail Psychiatric Services	-	1,856,537	-	-	1,856,537
5630 Department of Behavioral Health	-	21,267,811	-	-	21,267,811
56302175 State Hospital Offsets	-	6,162,699	-	-	6,162,699
56302666 Managed Care Offsets	-	4,500,000	-	-	4,500,000
5635 Compliance/IRO	-	43,571	-	-	43,571
5240 County Medical Services	20,844,528	-	-	-	20,844,528
6310 CalWORKs	-	-	28,887,452	1,385,629	30,273,081
6410 Dependent Children - Foster Care	-	-	-	11,386,897	11,386,897
6515 Aid to Adoptions	-	-	-	539,830	539,830
6420 IHSS	-	-	-	22,548,583	22,548,583
0410 Auditor Controller	20,000	-	-	-	20,000
0410 A-87 - DPH	181,070	-	-	-	181,070
0410 A-87 - DBH	-	-	-	-	-
Grand Total	\$41,725,643	\$33,830,618	\$28,887,452	\$50,557,362	\$155,001,075

2011 Local Revenue Trust Fund -- 0270

Local Revenue Fund 2011 (Fund 0270)					
Various Organizations					
Special Revenue Fund					
	Actual 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ (Decrease)	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Other Financing Uses	\$ -	\$ -	\$ 97,842,371	\$ 97,842,371	100%
Total Appropriations	\$ -	\$ -	\$ 97,842,371	\$ 97,842,371	100%
<u>Revenues</u>					
Intergovernment Revenues-State	\$ -	\$ -	\$ 97,842,371	\$ 97,842,371	100%
Total Revenues	\$ -	\$ -	\$ 97,842,371	\$ 97,842,371	100%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	0%

LOCAL REVENUE FUND 2011 – VARIOUS ORGS (FUND 0270)

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.

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), 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 Account of the Local Revenue Fund 2011. Funding for parole revocation hearings related to AB 109 is budgeted in the District Attorney and Public Defender Account.

2011 Realignment legislation also enacted funding and 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, and is also budgeted under the Mental Health Account of the Health and Welfare Realignment Trust Fund.

OVERVIEW

FY 2012-13 is the first year Local Revenue Fund 2011 will be included in the adopted budget. The FY 2012-13 Recommended Budget for Local Revenue Fund 2011 is \$97,842,371 and is comprised of 27 individual 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 2012-13 Local Revenue Fund 2011 Summary Table at the end of this narrative illustrates the FY 2012-13 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 accounting structure for the Local Revenue Fund 2011 was established for FY 2011-12 through AB 118, ABX1 16, and SB 89. The funding structure for FY 2012-13 and subsequent fiscal years has not been enacted but will be part of the FY 2012-13 State budget process.

SUMMARY OF REVENUES

- Revenues are recommended at \$97,842,371 for FY 2012-13 and are based on budgeting the projected Sales Tax and VLF received in the current year.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
3575-State Other-Rural Crime Prevention			\$685,745
3575-State Other-Mult-Agency Gang Enf Cnsr -MAGEC			\$80,000
3575-State Other-Booking Fees - Sheriff			\$1,400,000
3575-State Other-War on Meth Cal-MMET			\$1,041,740
3575-State Other-County Probation Grants			\$1,968,281
3575-State Other-Juvenile Camps & Ranches			\$978,263
3575-State Other-COPS Sheriff Front Line Services			\$271,776
3575-State Other-COPS Sheriff Detention			\$276,500
3575-State Other-COPS – District Attorney			\$225,000
3575-State Other-JJCPA			\$1,638,987
3575-State Other-Trial Court Security Account			\$14,783,496
3575-State Other-Local Community Corrections Acct			\$17,991,956
3575-State Other-District Attorney			\$190,429
3575-State Other-Public Defender			\$190,429
3575-State Other-Youthful Offender Block Grant			\$3,197,923
3575-State Other-Juvenile Reentry Grant			\$333,355
3575-State Other-Mental Health Account-EPSDT			\$6,894,462
3575-State Other-Drug Court Account-Sub. Abuse			\$799,712
3575-State Other-Nondrug Medi-Cal Acct-Sub. Abuse			\$100,000
3575-State Other-Drug Medi-Cal Account-Sub. Abuse			\$6,304,507
3575-State Other-Adult Prot. Services Program			\$1,414,696
3575-State Other-Foster Care Program			\$968,206
3575-State Other-Foster Care Assistance Payments			\$9,171,662
3575-State Other-Child Welfare Services Program			\$14,415,920
3575-State Other-Adoptions Assistance Program			\$892,087
3575-State Other-Adoptions Assistance Payments			\$11,321,432
3575-State Other-Child Abuse Prevention			\$305,807
Total Revenues			\$ 97,842,371

2011 Local Revenue Trust Fund -- 0270

FY 2012-13 Recommended Budget
Local Revenue Fund 2011

SPECIAL REVENUE FUND 0270		Local Law Enforcement Services Account									
(Subclass)		(13003)					(30605)		(30607)	(30606)	
Fund 0270 ORG Description	28610100 Rural Crime Prevention	28610200 Multi-Agency Gang Enf. Constr. MAGEC	31180200 Booking Fees Sheriff	31180300 War on Meth Cal-MMET	34330100 County Probation Grants	34330300 Juvenile Camps & Ranches	31190100 COPS ¹ Sheriff Front Line Services	31190200 COPS Sheriff Detention	28670100 COPS District Attorney	34370100 JJCPA ²	
Sales Tax / VLF	\$ 685,745	\$ 80,000	\$ 1,400,000	\$ 1,041,740	\$ 1,968,281	\$ 978,263	\$ 271,776	\$ 276,500	\$ 225,000	\$ 1,638,987	
DEPARTMENT ORG											
31113260 - Ag Crime Task Force	438,876										
31113350 - ASU Patrol Helicopter							271,776				
31114000 - Main Jail Administration			1,400,000								
31114701 - Prisoner Warrants & Transport								276,500			
31115702 - Court Security											
31116328 - Cal-MMET				1,041,740							
2860 - District Attorney									225,000		
28621500 - Rural Crime Prevention Task Force	246,869										
28624500 - MAGEC Grant		80,000									
2880 - Public Defender											
34309999 - Probation					226,125						1,638,987
34409999 - Probation Juvenile Justice Campus					1,742,156	978,263					
5630 - EPSDT ³											
5630 - Substance Abuse Contracts											
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	\$ 685,745	\$ 80,000	\$ 1,400,000	\$ 1,041,740	\$ 1,968,281	\$ 978,263	\$ 271,776	\$ 276,500	\$ 225,000	\$ 1,638,987	
Balance	-	-	-	-	-	-	-	-	-	-	

¹COPS - Citizens' Option for Public Safety
²JJCPA - Juvenile Justice Crime Prevention Act
³EPSDT - Early and Periodic Screening, Diagnosis, & Treatment
⁴CCP - Community Corrections Partnership

2011 Local Revenue Trust Fund -- 0270

FY 2012-13 Recommended Budget
Local Revenue Fund 2011

SPECIAL REVENUE FUND 0270	Trial Court Security Account	Local Community Corrections Account	District Attorney & Public Defender Account		Youthful Offender Grant Account	Juvenile Reentry Grant Account	EPSDT Account	Drug Court Account	Nondrug Medi-Cal Sub. Abuse	Drug Medi-Cal Account
(Subclass)	(13001)	(13002)	----- (13005) -----		(13006)	(13007)	(13004)	(13015)	(13016)	(13017)
Fund 0270 ORG Description	3117 Trial Court Security Account	3436 Local Community Corrections Account	2666 District Attorney	2881 Public Defender	3434 Youthful Offender Block Grant	3435 Juvenile Reentry Grant	5637 Mental Health Account (EPSDT)	5632 Drug Court Account Sub. Abuse	5633 Nondrug Medi-Cal Sub. Abuse	5634 Drug Medi-Cal Account Sub. Abuse
Sales Tax / VLF	\$ 14,783,496	\$ 17,991,956	\$ 190,429	\$ 190,429	\$ 3,197,923	\$ 333,355	\$ 6,894,462	\$ 799,712	\$ 100,000	\$ 6,304,507
DEPARTMENT ORG										
31113250 - Ag Crime Task Force										
31113350 - ASU Patrol Helicopter										
31114000 - Main Jail Administration										
31114701 - Prisoner Warrants & Transport										
31115702 - Court Security	14,783,496									
31116328 - Cal-MMET										
2860 - District Attorney			190,429							
28621500 - Rural Crime Prevention Task Force										
28624500 - MAGEC Grant										
2880 - Public Defender				190,429						
34309999 - Probation					183,074	333,355				
34409999 - Probation Juvenile Justice Campus					2,710,349					
5630 - EPSDT ¹							6,894,462			
5630 - Substance Abuse Contracts					304,500				100,000	6,304,507
5630 - Drug Court Partnership								799,712		
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		17,991,956								
Grand Total	\$ 14,783,496	\$ 17,991,956	\$ 190,429	\$ 190,429	\$ 3,197,923	\$ 333,355	\$ 6,894,462	\$ 799,712	\$ 100,000	\$ 6,304,507
Balance	-	-	-	-	-	-	-	-	-	-

¹COPS - Citizens' Option for Public Safety
²JJCPA - Juvenile Justice Crime Prevention Act
³EPSDT - Early and Periodic Screening, Diagnosis, & Treatment
⁴CCP - Community Corrections Partnership

**FY 2012-13 Recommended Budget
Local Revenue Fund 2011**

SPECIAL REVENUE FUND 0270		Health & Human Services Account							
(Subclass)		(13008)							
Fund 0270 ORG Description	62100100 Adult Prot. Services Program	62100200 Foster Care Program	62100300 Foster Care Assistance Payments	62100400 Child Welfare Services Program	62100500 Adoptions Assistance Program	62100600 Adoptions Assistance Payments	62100700 Child Abuse Prevention	TOTAL Projected Collections	
Sales Tax / VLF	\$ 1,414,696	\$ 968,206	\$ 9,171,662	\$ 14,415,920	\$ 892,087	\$ 11,321,432	\$ 305,807	\$ 97,842,371	
DEPARTMENT ORG									
31113260 - Ag Crime Task Force								438,876	
31113350 - ASU Patrol Helicopter								271,776	
31114000 - Main Jail Administration								1,400,000	
31114701 - Prisoner Warrants & Transport								276,500	
31115702 - Court Security								14,783,496	
31116328 - Cal-MMET								1,041,740	
2860 - District Attorney								415,429	
28621500 - Rural Crime Prevention Task Force								246,869	
28624500 - MAGEC Grant								80,000	
2880 - Public Defender								190,429	
34309999 - Probation								2,381,541	
34409999 - Probation Juvenile Justice Campus								5,430,768	
5630 - EPSDT ³								6,894,462	
5630 - Substance Abuse Contracts								6,709,007	
5630 - Drug Court Partnership								799,712	
5610 - Foster Care Program		968,206						968,206	
5610 - Adoptions Assistance Program					892,087			892,087	
5610 - Child Welfare Services Program				14,415,920			305,807	14,721,727	
5610 - Adult Protective Services Program	1,414,696							1,414,696	
6410 - Foster Care Assistance Payments			9,171,662					9,171,662	
6415 - Adoptions Assistance Payments						11,321,432		11,321,432	
CCP ⁴ Recommends allocation of AB 109 funds for Board approval								17,991,956	
Grand Total	\$ 1,414,696	\$ 968,206	\$ 9,171,662	\$ 14,415,920	\$ 892,087	\$ 11,321,432	\$ 305,807	\$ 97,842,371	
Balance	-	-	-	-	-	-	-	-	

¹COPS - Citizens' Option for Public Safety

²JJCPA - Juvenile Justice Crime Prevention Act

³EPSDT - Early and Periodic Screening, Diagnosis, & Treatment

⁴CCP - Community Corrections Partnership

Compliance BUDGET 5635 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
Appropriations					
Salaries and Benefits	\$ 288,917	\$ 302,788	\$ 262,428	\$ (40,360)	-13%
Services and Supplies	26,543	26,802	26,502	(300)	-1%
Total Appropriations	\$ 315,460	\$ 329,590	\$ 288,930	\$ (40,660)	-12%
Revenues					
Intergovernment Revenues - St	\$ 273,106	\$ 261,359	\$ 245,359	\$ (16,000)	-6%
Other Financing Sources	54,194	68,231	43,571	(24,660)	-36%
Total Revenues	\$ 327,300	\$ 329,590	\$ 288,930	\$ (40,660)	-12%
Net County Cost	\$ (11,840)	\$ -	\$ -	\$ -	-100%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
	3	3	2	(1)	
Position Summary					
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

COMPLIANCE – 5635

FUNCTION

The Compliance Program develops and implements policies, procedures, practices, and standards of conduct to articulate the County's commitment to compliance to all applicable Federal and State regulations, standards, and guidelines related to the provision, documentation, claiming, and reimbursement of mental health services. The Federal Medicaid regulations mandate a Compliance Plan, Compliance Officer and Compliance Committee. The Compliance Program performs and/or monitors compliance audits and reviews; develops, provides, and/or coordinates compliance trainings and education, and investigates reports or issues of possible non-compliance. The Compliance Program works with the Compliance Committee to promote an awareness and understanding of the positive ethical and moral practices consistent with the mission and values of the County, the Compliance Plan, as well as those required by all regulations applicable to the provision and reimbursement of mental health services.

OVERVIEW

The FY 2012-13 Recommended Budget of \$288,930 reflects a 12% (\$40,660) decrease from the FY 2011-12 Adopted Budget primarily due to the elimination of an Office Assistant position that became vacant in the current year, which is partially offset by increases in the Workers' Compensation and Retirement rates. This program is funded with Mental Health Realignment, Managed Care Allocation, and Quality Improvement revenues with no net County cost. Staffing is recommended at two positions, a decrease of one position from the FY 2011-12 level with no salary savings.

GOAL SETTING

Fiscal Goal

Expenditures will be reviewed monthly to monitor compliance with the budget approved by the Fresno County Board of Supervisors. Departmental revenues are allocated from the Department of Behavioral Health and are posted regularly during the fiscal year to cover year to date expenses.

Operational Goal

The Compliance Officer will meet with the Department of Behavioral Health administration to foster improved collaboration and cooperation toward the goals of improved quality assurance and quality improvement.

Departmental Goal

The Compliance Program, through annual chart reviews in 2011, discovered 6.1% or 312 claims were disallowed and not eligible for State reimbursement. Based on this information, Compliance will assist the Department of Behavioral Health and its contractors to reduce the percentage rate of disallowed claims from 6.1% to 5.5%. This will be accomplished through more extensive training and education that explains the connection between meeting minimal standards of documentation and billing and improving the quality of care for the community.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits, recommended at \$262,428 represents a 13% (\$40,360) decrease from the current year primarily due to the recommended elimination of the Office Assistant position which is partially offset by increases in the Workers' Compensation and Retirement rates. Staffing is recommended at a decrease of one position from the current year level.

Recommended funding includes:

- Full-year funding for two positions at the same salary level as the current year.
- Account 6400, Retirement Contribution reflects a 10% (\$8,701) decrease from FY 2011-12 due to the proposed elimination of an Office Assistant position which is partially offset by an increase in Retirement rates.
- Account 6550, Workers' Compensation Contribution is budgeted at a 95% (\$4,201) increase based on actual claims filed in the current and prior years.
- Account 6600, Health Insurance Contribution represents a 25% (\$5,360) decrease from the current year based on the recommended elimination of an Office Assistant position.

Services and Supplies

- Services and Supplies recommended at \$26,502 represents a 1% (\$300) decrease from the current year primarily due to a reduction in the Liability Insurance rate.

Recommended funding includes:

- Account 7040, Telephone Charges represents a 55% (\$467) increase over the current year based on rates provided by Information Technology Services Department.
- Account 7101, Liability Insurance represents a 19% (\$570) decrease from the current year rates provided by Risk Management based on actuals.
- Account 7265, Office Expense represents a 31% (\$262) decrease from the current year primarily based on actual expenditures and the proposed elimination of an Office Assistant position.

SUMMARY OF REVENUES

- Revenues are recommended at \$288,930 a 12% (\$40,660) decrease from the current year primarily due to an estimated reduction in Quality Improvement revenue and a significant reduction in the Mental Health Realignment funding requirement. Specific changes by type of revenue are noted below.
 - Intergovernmental Revenues-State (\$245,359) – Includes funding for Quality Improvement activities, which are estimated to decrease 6% (\$16,000) from the FY 2011-12 Adopted Budget based on actual claims and the elimination of an Office Assistant position. Intergovernmental Revenues-State also includes a portion of the Managed Care allocation which is estimated at the current fiscal year level.
 - Other Financing Sources (\$43,571) – Operating Transfers In from Special Revenue Funds reflects Mental Health Realignment transfers. This revenue is budgeted at a 36% (\$24,600) decrease from FY 2011-12 due to lower estimated expenditures.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – State			
3523 – Managed Care Allocation	229,359	229,359	229,359
3574 – QI Revenue	32,000	16,000	16,000
Total	\$ 261,359	\$ 245,359	\$ 245,359
Acct # - Other Financing Sources			
5951 – Mental Health Realignment	68,231	68,231	43,571
Total	\$ 68,231	\$ 68,231	\$ 43,571
Total Revenues	\$ 329,590	\$ 313,590	\$ 288,930

COMPLIANCE - 5635**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	2122	1	1	\$ 64,740
2321	Compliance Officer	E	1	1	81,640
3080	Office Assistant III	1054	<u>1</u>	<u>0</u>	<u>0</u>
Subtotal			3	2	\$ 146,380
TOTAL REGULAR SALARIES					\$ 146,380

VACANT POSITION DELETED (Effective July 23, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
3080	Office Assistant III	1049	<u>1</u>	<u>\$ 58,866</u>
	Cost of Restoring Vacant Position		1	\$ 58,866

Agriculture BUDGET 4010 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 9,158,470	\$ 8,380,780	\$ 8,689,535	\$ 308,755	4%
Services and Supplies	2,896,590	2,365,102	2,474,032	108,930	5%
Total Appropriations	\$ 12,055,061	\$ 10,745,882	\$ 11,163,567	\$ 417,685	4%
<u>Revenues</u>					
Licenses, Permits & Franchises	\$ 537,271	\$ 545,000	\$ 550,000	\$ 5,000	1%
Fines, Forfeitures & Penalties	8,213	3,000	24,000	21,000	700%
Intergovernment Revenues - St	6,860,368	6,400,687	6,172,923	(227,764)	-4%
Intergovernment Rev-Federal	9,812	5,000	5,000	-	0%
Charges For Services	2,365,104	1,878,307	2,439,866	561,559	30%
Miscellaneous Revenues	248,554	155,800	176,500	20,700	13%
Intrafund Revenue	135,050	133,500	134,000	500	0%
Total Revenues	\$ 10,164,372	\$ 9,121,294	\$ 9,502,289	\$ 380,995	4%
<u>Net County Cost</u>	\$ 1,890,689	\$ 1,624,588	\$ 1,661,278	\$ 36,690	2%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	75	78	77	(1)	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 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

Revenues are recommended at \$9,502,289, a 4% increase (\$380,995) from the current year, and appropriations are recommended at \$11,163,567, a 4% increase (\$417,685) from the current year. The FY 2012-13 Recommended Budget reflects a 2% (\$36,690) increase in net County cost from the FY 2011-12 Adopted Budget. Minimal service levels will continue with the proposed FY 2012-13 budget. Shifting of staff will continue to be made to meet workload prioritization and to maximize revenue generation. Staffing is recommended at 77 positions, a reduction of 1 position. Salary savings was calculated at the agreed upon 4% (\$171,364) level with corresponding reductions in Retirement (\$91,633), OASDI (\$13,076), and Health Insurance (\$20,851) accounts.

GOAL SETTING

Fiscal Goal: Land Use Application Review Fee

Agriculture -- 4010

During FY 2011-12, the department met with the Public Works Department (PWD) and the CAO's office to discuss the development of a land use application review fee similar to the fees developed by the Department of Public Health. The basic proposal is for recovery of non-mandated, unfunded program costs for land use reviews only for projects with potential agricultural impacts. The number of projects reviewed in FY 2010-11 was approximately 75 and costs were approximately \$16,956. Total estimated revenue for FY 2012-13, which is not included in the proposed budget, is \$12,000. The parameters by which the department intends to proceed are as follows:

July/August 2012:

- Finalize data collection and actual Department costs from FY 2011-12.
- Work with PWD to develop a fee schedule that incorporates the same fee structure as their fees for Auditor-Controller/Treasurer-Tax Collector approval.

September 2012:

- Submit agenda item to Board of Supervisors to amend the Master Schedule of Fees, Charges and Recovered Costs Ordinance adding this fee to be charged beginning November 1, 2012.

Operational Goal: Automation of Annual Crop and Livestock Production Report

The department will work with ISD (IT) to automate the creation of the calendar year 2012 Annual Crop and Livestock Production Report requests for data, entry of data, and compilation of data to reduce use of General Funds from \$110,470 to \$90,000. The crop report is a mandated program with General Fund support only, so the department is looking to cut costs and improve efficiencies in the program.

July-September (1st Quarter):

- Finish 2011 Annual Crop and Livestock Production Report
- Complete new system evaluation and modification

October-December (2nd Quarter):

- Evaluate system parameters to ensure workability
- Produce letters from the system to be mailed out to growers either electronically or manually requesting crop report information for 2012

January-March (3rd Quarter):

- Crop Report data recovery from growers and other agencies and data entry input
- Begin data compilation and error checking

April-June (4th Quarter):

- Finalize crop report production data
- Publish 2012 crop report by June 30, 2013

Core Mission Goal: Glassy-winged Sharpshooter Outreach

The protection of the agricultural industry is one of the core missions of the Department of Agriculture. Pest prevention is one program that achieves this core mission. In order to enhance our pest prevention program, the department proposes to increase its educational outreach on the Glassy-winged Sharpshooter (GWSS) Survey and Treatment Program which would be funded through the State contract for this program. The first meeting will be held to review the previous season and inform the growers of the extent of GWSS infestations in Fresno County. The 2013 meeting will be the pre-season meeting to prepare the growers for the upcoming season as GWSS is moving into our production areas. In order to achieve this goal, the department proposes the following:

July-September 2012:

Agriculture -- 4010

- Work with UC Cooperative Extension to develop agenda for meeting including the Department's past season activities in the program.
- Confirm participation of speakers and meeting locations (Kerman and Parlier).
- Partner with industry groups to help get the word out about the meetings and ask about sponsorship of the meetings.
- Perform outreach about the meeting through email blasts, newsletters and ag radio.

October 2012:

- Conduct outreach meeting in Kerman at the Kerman Community Center.
- Conduct outreach meeting in Parlier at the UC Kearney Center.

December 2012-February 2013:

- Work with UC Cooperative Extension to develop agenda for meeting including the department's plans for the upcoming season.
- Confirm participation of speakers and meeting locations (Kerman and Parlier).
- Partner with industry groups to help get the word out about the meetings and ask about sponsorship of the meetings.
- Perform outreach about the meeting through email blasts, newsletters and ag radio.

March 2013:

- Conduct outreach meeting in Kerman at the Kerman Community Center.
- Conduct outreach meeting in Parlier at the UC Kearney Center.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

With the removal of Fresno County from European Grape Vine Moth (EGVM) quarantine, the contracts for regulatory trapping and quarantine enforcement are no longer funded resulting in a \$90,710 revenue reduction.

A realignment of Fruit and Vegetable Standardization funding to accommodate counties that did not have an active program previously resulted in a \$39,320 or 15% reduction in revenues.

Due to the fact that growers now have the enhanced ability to enter pesticide use reports for themselves online or through a third party vendor by using the CalAgPermits System, the pesticide use reporting data entry agreement will be reduced by 25% or \$27,947 as agreed upon by the Commissioners' Association and the California Department of Pesticide Regulations.

Minimal permanent employees were shifted away from other duties to work these programs with the majority of expenditures in the Extra-Help (Account 6200) and County Garage, Transportation (Account 7416). The reductions in revenues and appropriations were factored into the budget.

Salaries and Benefits

- Salaries and Benefits, recommended at \$8,689,535 represent a 4% increase (\$308,755) from the current year due to the difference between budget instructions and actuals. Staffing is recommended at 77 positions, a reduction of 1 position from the current year.

Recommended funding includes:

- Account 6400, Retirement Contribution, increased by 11% (\$221,449).

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- Account 6200, Extra-Help, decreased by 12% (\$97,013) due to decreases in the EGVM and GWSS programs.
- Account 6300, Overtime, increased 17% (\$33,630) due to increased use of overtime for permanent staff doing after-hours phytosanitary certificate inspections for growing export markets.
- Account 6500, OASDI, increased 5% (\$17,046) due to the difference between budget instructions and actuals.

Services and Supplies

- Services and Supplies, recommended at \$2,474,032 represent a 5% increase (\$108,930) from the current year.

Recommended funding includes:

- Account 7400, Special Departmental Expense, represents a 1553% increase (\$117,000) due to the increase in treatment materials to control GWSS. This amount is included in the GWSS agreement, and will be reimbursed through the invoicing process.
- Account 7296, Data Processing Services, represents a 37% increase (\$87,974) due to an agreement to support a portion of an Information Technology Specialist in the Information Technology Division in lieu of maintaining a Systems Procedures Analyst position within the department.
- Account 7101, Liability Insurance, represents a 38% decrease (\$46,622) due to a decrease in automobile accidents in 2011.
- Account 7430, Utilities, represents a 45% increase (\$22,676) to better reflect actual historical expenditures.

SUMMARY OF REVENUES

- Revenues are recommended at \$9,502,289, a 4% increase (\$380,995) from the current year adopted budget, which is primarily due to increases in the following:
 - Additional funding is anticipated for the Asian Citrus Psyllid agreement (\$138,500) due to an increase in the program trapping requirements.
 - Based on current trending of sales of export commodities grown in Fresno County, phytosanitary certificate issuance is expected to increase (\$551,866).

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Licenses, Permits, & Franchises			
3160 – Business Licenses	545,000	527,436	550,000
Total	\$ 545,000	\$ 527,436	\$ 550,000
Acct # - Fines, Forfeitures, & Penalties			
3301 – Criminal Fines	3,000	3,000	24,000
Total	\$ 3,000	\$ 3,000	\$ 24,000
Acct # - Intergovernment Revenues – State			
3545 – State-Aid For Agriculture	4,999,742	4,630,351	4,706,187
3555 – State-Aid-Pesticide Mill Assessment	1,371,845	1,408,265	1,444,686
3575 – State-Other	29,100	29,100	22,050
Total	\$ 6,400,687	\$ 6,067,716	\$ 6,172,923
Acct # - Intergovernment Revenues – Federal			
4368 – Federal-Grazing Fees	5,000	5,000	5,000
Total	\$ 5,000	\$ 5,000	\$ 5,000

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Acct # - Charges for Services			
4935 – Agricultural Services	1,863,807	2,308,570	2,420,866
5060 – Other Charges For Current Services	8,000	8,000	8,000
5064 – Data Processing Fees	6,500	6,500	11,000
Total	\$ 1,878,307	\$ 2,323,070	\$ 2,439,866
Acct # - Miscellaneous Revenues			
5793 – Rodent Control	155,000	175,000	175,000
5800 – Other Miscellaneous	800	800	1,500
Total	\$ 155,800	\$ 175,800	\$ 176,500
Acct # - Intrafund			
5990 – Intrafund	133,500	133,500	134,000
Total	\$ 133,500	\$ 133,500	\$ 134,000
Total Revenues	\$ 9,121,294	\$ 9,235,522	\$ 9,502,289

PENDING FACTORS

All of the pending factors for the Department of Agriculture are related to revenue reductions. Included in the Governor's budget is a \$2.4 million cut to local assistance. Unfortunately, the level of cuts has not been determined by the Secretary of Food and Agriculture at the state level. Targeted areas for reduction are the Pest Prevention and High Risk Pest Exclusion programs. In anticipation of the pending cuts, the High Risk Pest Exclusion funding for incoming bee inspections has been removed from the proposed budget. Increases in various activities and revenue streams will offset this revenue loss.

At the Federal level, the uncertainty of the reauthorization of the 2012 Farm Bill leaves the department not knowing what level of cuts to expect or plan for. There has been no indication where the cuts will be made or to what program that the County administers. The major contract that could be impacted is the USDA Canine Agreement which funds the detection dog team. In addition, the Glassy-winged Sharpshooter Area Wide Survey and Treatment Program may also suffer a reduction. Based on input from local USDA officials, the cut should have minimal impact to the County and would be targeted at the pool of money used to reimburse the growers, not the County's funds.

The recommended budget includes an estimated \$1.36 million in Unclaimed Gas Tax (UGT) revenue anticipated to be received in FY 2012-13. In order to receive all or part of this revenue, regulations require that counties annually maintain the general fund portion of the department's budget equal to or exceeding the rolling average of the previous five year's net County cost (NCC). The department's portion of UGT is based on the statewide pro-rata share of NCC used in each eligible agricultural program. Since FY 2008-09, the department has struggled to meet the maintenance-of-effort (MOE) levels and does not anticipate meeting the MOE levels in FY 2011-12. The preliminary calculations for the five-year average show that the County's MOE level will be short by over \$300,000 for the activities completed in FY 2011-12. With the \$290,132 reduction to NCC in FY 2011-12, the department will not meet the MOE, and the estimated UGT for FY 2012-13 reflects an anticipated reduction.

The CAO and the department have been successful in two previous years in submitting the request for a waiver for not meeting the MOE and the Secretary of Agriculture granting the waiver so the county would receive the UGT funding. Unfortunately, the County will be required once again to justify the shortfall in the department's general fund support in order to be considered for a waiver to receive any UGT disbursement in FY 2012-13. If such a waiver is granted, the total amount will be less than previously received, since the distribution is based on NCC, and the County reduced NCC to the department in FY 2011-12. The regulation (Food and Ag Code Section 224) gives the Secretary the ability to deny the UGT funding when a county does not meet its MOE levels. The more NCC taken away from the department, the greater the risk that the waiver would be denied as the intent of the regulation was to ensure that agriculture departments would not take significant NCC reductions.

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	1	1	\$ 67,184
1699	Supervising Agricultural/Standards Specialist	2126	14	14	934,411
1700	Agricultural/Standards Specialist III	1848	29	29	1,515,942
1701	Agricultural/Standards Specialist II	1644	5	5	259,740
1702	Agricultural/Standards Specialist I	1488	12	10	566,361
1703	Agricultural/Standards Specialist Trainee	1330	0	1	36,016
1769	Deputy Agricultural Commissioner/Sealer	E	3	3	220,870
1770	Entomologist	2126	1	1	59,818
2345	Agricultural Business Manager	E	1	1	78,390
3080	Office Assistant III	1049	2	2	70,228
3110	Office Assistant II	940	1	1	31,174
3125	Office Assistant I	837	2	2	71,683
3166	Administrative Secretary - Conf.	1438	1	1	47,283
3260	Account Clerk III	1106	2	2	73,372
3620	Program Technician I	1246	2	2	74,222
3623	Program Technician II - Conf.	1416	1	1	50,804
8005	Agricultural Commissioner/Sealer	C	1	1	117,442
Subtotal			78	77	\$ 4,274,940
Auto Allowance					6,156
Bilingual Skill Pay					3,000
Less Salary Savings (4%)					(171,364)
TOTAL REGULAR SALARIES					\$ 4,112,732

VACANT POSITION DELETED (Effective July 23, 2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & EXPENSES</u>
1702	Agricultural/Standards Specialist I	1488	-1	\$ 71,597
	Cost of Restoring Vacant Position		-1	\$ 71,597

Cooperative Extension -- 7610

Cooperative Extension BUDGET 7610 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 246,083	\$ 241,435	\$ 248,734	\$ 7,299	3%
Services and Supplies	229,637	215,381	184,838	(30,543)	-14%
Total Appropriations	\$ 475,720	\$ 456,816	\$ 433,572	\$ (23,244)	-5%
<u>Revenues</u>					
Charges For Services	\$ 51,989	\$ 6,000	\$ 10,000	\$ 4,000	67%
Miscellaneous Revenues	79,183	162,531	128,776	(33,755)	-21%
Total Revenues	\$ 131,172	\$ 168,531	\$ 138,776	\$ (29,755)	-18%
<u>Net County Cost</u>	\$ 344,548	\$ 288,285	\$ 294,796	\$ 6,511	2%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	3	3	3	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

COOPERATIVE EXTENSION – 7610

FUNCTION

Cooperative Extension was established in 1917 to provide education and research programs in agriculture; nutrition, family, and consumer sciences; 4-H youth development; and community development through a partnership between the University of California (UC) and the County of Fresno. Pursuant to an agreement with UC, Fresno County finances support staff, operating supplies, transportation, and facilities. UC is responsible for funding Salaries and Benefits for the academic staff made up of 2 Co-Directors, 8 Farm Advisors and 34 UC program staff supported by University or grant funds. In addition, our 250 4-H Youth Development and 223 Master Gardener program volunteers contribute approximately 44,000 volunteer hours combined.

OVERVIEW

The FY 2012-13 Recommended Budget appropriations of \$433,572 reflects a 5% (\$23,244) decrease from the FY 2011-12 Adopted Budget. The recommended budget reflects \$138,776 in revenues, an 18% (\$29,755) decrease from the FY 2011-12 Adopted Budget. Revenues include \$128,776 allocated from the Cooperative Extension Research Trust Fund to augment this budget. The net County cost for this budget is \$294,796 which reflects a 2% (\$6,511) increase in net County cost from the current year adopted budget. Staffing is recommended at the current level of three positions.

GOAL SETTING

Fiscal Goal:

The department continues to work within budget constraints (County and UC) to bring sound, research-based information to the residents of Fresno County. As one of the smallest and most unique County departments, it has been difficult for us to continue to cut costs and stay true to our mission. Our goal is to continue optimizing available resources, which includes using the remaining balance of our Research Trust Fund. With the depletion of the Trust Fund, it is imperative that we use this fiscal year to continue exploring any and all additional ways to conserve, and for us to research alternatives for supplementing our FY 2013-14 budget should our County support continue to decline or stay at the current level of funding

Operational Goal:

Cooperative Extension works closely with other County departments. Currently, the department is cooperating with the Fresno County Agricultural Commissioner, Sheriff's Office, and Fresno County Farm Bureau in bringing attention to agricultural crimes and agricultural terrorism in Fresno County. We are combining efforts and expertise to inform the Fresno County agricultural community of the seriousness of this issue and proper safety practices. In addition, the department's nutrition education programs work closely with the Fresno County Department of Public Health and Office of Education on projects relevant to Fresno County residents. These include working with Fresno County schools to provide nutrition education to students, encouraging the provision of healthier lunches, and promoting healthy food choices on school campuses. Department staff also teaches and promotes nutrition education to low-income families throughout Fresno County. During the remainder of this year and for FY 2012-13, the department will continue these projects in addition to adding others that will strengthen the collaboration of efforts with other County departments, highlighting our programs and those of our collaborators.

Departmental Goal:

The department continues to execute its core mission of bringing science-based, unbiased research to help solve local needs. In addition to working with County departments the department also relies on UC

Cooperative Extension -- 7610

colleagues from neighboring counties, UC campus personnel and resources, CSU Fresno, Fresno Unified School District and many other nutrition partners, and governmental agencies that benefit our programs and the residents of Fresno County. Currently, the University of California Ag and Natural Resources (ANR) is evaluating the implementation of multi-county partnerships (MCP) to maintain and improve services provide by UC Cooperative Extension. UC ANR is still reviewing the data that would include Fresno and other counties into a viable MCP. The department will actively participate in any development of this project.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Printing for our grant-funded programs will be outsourced for FY 2012-13 to allow our County staff to direct their efforts to new and ongoing projects. Operating the department with three County staff has been challenging, especially when any one County staff member is on planned leave or out ill. Our 3 County staff serves 44 UC staff in addition to serving the residents of Fresno County and performing basic day-to-day tasks required to keep the office operating efficiently. State budget reductions have also impacted the University's budget. As a result, the permanent County Director position was split between two academics with full-time programs as the University works through reorganization. The interim arrangement continues to keep our County staff busy with projects that help support the Co-County Directors.

The University remains committed to the residents of Fresno County. As retirements in the UC Cooperative Extension system take place, academic positions are being prioritized and replaced in the County. As such, the department is in the process of hiring a new academic whose program focus will be on nut crops. This position has been vacant in Fresno County for three years. The department expects this individual to begin working by August 2012. This staffing addition increases the need for County-funded services (e.g. support staff time, phone, vehicle, etc.).

Approximately 30% of this budget is funded by the Cooperative Extension Research Trust Fund. The NCC allocation of \$294,796 provides funding for Salaries and Benefits for three FTEs (\$248,734) and approximately 25% (\$46,062) of the services and supply budget. This requires that 75% (\$138,776) of the service and supply budget be funded by other sources.

Salaries and Benefits

- Salaries and Benefits recommended at \$248,734 represent a 3% increase (\$7,299) over the current year. Staffing is recommended at the current year level of three positions.

Recommended funding includes:

- Adjustments in salaries for all staff based on recommended and negotiated salary reductions instituted in FY 2011-12.
- A 3% (\$4,691) increase in Regular Salaries based on the difference between budget instructions and actual amounts.
- A 3% (\$2,405) increase in Retirement Contribution based on rates provided.

Services and Supplies

- Services and Supplies reflect a 14% decrease (\$30,543) primarily as a result of decreases in Liability Insurance and Utility rates.

Recommended funding includes:

- A 79% (\$31,793) decrease in Liability Insurance rates.
- An 84% (\$1,319) increase in Property/Vehicle Damage Insurance rates.

- A 150% (\$3,000) increase in printing cost for County Graphic Communications based on current fiscal year projections and anticipated FY 2012-13 projects.
- A 10% (\$1,351) increase in ITSD Data Processing, PeopleSoft and Communication rates.
- A 15% (\$7,523) increase in Facility Operations and Maintenance.
- A 32% (\$14,511) decrease in Utility rates based on current usage.
- A 17% (\$1,443) increase in Security rates.

SUMMARY OF REVENUES

- Revenues are recommended at \$138,776 and reflect an 18% (\$29,755) decrease from the current year.
- Charges for Services (\$10,000) represents a 67% (\$4,000) increase in revenue generated for County vehicle use reimbursement from a grant-funded program and printing services provided to non-grant-funded programs. 90% of our printing will continue to be outsourced in order to redirect County staff time to higher priority needs.
- Miscellaneous Revenue (\$128,776) represents a 21% (\$33,755) decrease in funding from the Cooperative Extension Research Trust Fund. The Trust Fund will be used to augment this budget to cover remaining County share funding shortfalls, which include virtually all ISF charges and a limited operations budget covering travel and miscellaneous supplies.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Charges for Services			
5060 – Printing & County Auto Reimbursement	6,000	8,000	10,000
Total	\$ 6,000	\$ 8,000	\$ 10,000
Acct # - Miscellaneous Revenues			
5800 – Cooperative Extension Research Trust Fund	162,531	162,531	128,776
Total	\$ 162,531	\$ 162,531	\$ 128,776
Total Revenues	\$ 168,531	\$ 170,531	\$ 138,776

PENDING FACTORS

The department is currently utilizing the Cooperative Extension Research Trust Fund to offset shortfalls in the County contribution to this budget. The monies from the Trust Fund were financial contributions made by Fresno County growers and agricultural-related businesses to support and supplement agricultural research in Fresno County. In September 2010, the department received communication from the University of California ANR Office of the President/Controllers Division outlining concerns and the risk of using donated monies outside their intended purpose. Because of these concerns, UC Cooperative Extension ceased the replenishment of trust funds for Fresno County held by the County. Trust Fund dollars are not being replaced and only modest increases are seen due to interest on the total sum. For the FY 2012-13 budget, the department will utilize \$128,776 of this fund. It is estimated that less than \$3,000 will be available in the Trust Fund at the start of FY 2013-14. These funds are being used to cover ISF and insurance rates, which was not the intent of the trust fund or the donations. Utilizing these funds in a manner otherwise to their original intent to support the ISF charges and the operations budget falls outside the original MOU agreement of what the County agreed to provide in terms of supporting Cooperative Extension efforts in Fresno County. The department anticipates that FY 2012-13 will be the last year that Trust Fund monies will be available to offset County share.

COOPERATIVE EXTENSION - 7610

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>	
2400	Cooperative Extension Administrative Coordinator	2122	1	1	\$ 64,740
3140	Secretary III	1248	<u>2</u>	<u>2</u>	<u>77,532</u>
Subtotal			3	3	\$ 142,272
TOTAL REGULAR SALARIES					\$ 142,272

Public Works and Planning BUDGET 4360 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
Appropriations					
Salaries and Benefits	\$ 5,356,086	\$ 5,276,280	\$ 5,317,098	\$ 40,818	1%
Services and Supplies	4,645,547	1,737,456	2,210,365	472,909	27%
Other Charges	32,000	32,000	38,056	6,056	19%
Other Financing Uses	-	-	489,375	489,375	100%
General Fixed Assets	-	-	10,000	10,000	100%
Total Appropriations	\$ 10,033,633	\$ 7,045,736	\$ 8,064,894	\$ 1,019,158	14%
Revenues					
Licenses, Permits & Franchises	\$ 2,361,056	\$ 2,562,779	\$ 2,928,684	\$ 365,905	14%
Fines, Forfeitures & Penalties	126,038	59,003	26,757	(32,246)	-55%
Charges For Services	1,947,689	1,818,345	2,054,121	235,776	13%
Miscellaneous Revenues	81,704	61,465	399,025	337,560	549%
Other Financing Sources	2,922,326	-	-	-	0%
Intrafund Revenue	513,792	474,628	110,876	(363,752)	-77%
Total Revenues	\$ 7,952,606	\$ 4,976,220	\$ 5,519,463	\$ 543,243	11%
Net County Cost	\$ 2,081,027	\$ 2,069,516	\$ 2,545,431	\$ 475,915	23%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	46	45	45	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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, environmental analysis, plan reviews, code enforcement, County Surveyor activities, growth management issues, regional and cooperative planning, ground and surface water management and planning, mineral and natural resource management, and 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 districts administration, transportation, and parks and grounds are also provided by this department, but primarily funded in other budget units.

OVERVIEW

The FY 2012-13 Recommended Budget appropriations of \$8,064,894 reflect a 14% (\$1,019,158) increase over the FY 2011-12 Adopted Budget, and FY 2012-13 estimated revenues of \$5,519,463 reflect a 11% (\$543,243) increase over the FY 2011-12 Adopted Budget.

Staffing is recommended at 45 positions. A reclassification of positions in the Salary Resolution was approved by your Board during FY 2011-12 which resulted in a net reduction of one position. No salary savings have been used in calculating Regular Salaries (Account 6100) in the recommended budget due to low anticipated turnover and with the concurrence of the County Administrative Office.

Recommended funding includes \$839,372 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 \$10,000 is included for the County's tourism activities, which are focused primarily on the two agri-tourism trails necessary 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 of the Del Rey Community Plans, comprehensive review and updating of the County's General Plan and Zoning Ordinance, and activities related to the expansion and annexation of cities. Building permit activity is expected to increase moderately based on construction activity in FY 2011-12.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Due to current staffing levels, the Development Services Division will continue to maintain reduced public counter hours with closure one-half day every Friday. In addition, due to funding constraints, Code Enforcement efforts will exclusively be focused on health and safety code related violations. Neighborhood Beautification and land use violations (inappropriate use/activities per Zoning/Williamson Act) would be given secondary priority.

Salaries and Benefits

- Salaries and Benefits represent a 1% (\$40,818) increase over FY 2011-12 due to differences between budget instructions and actual costs in the current year.

Recommended funding includes:

- Forty-one positions in the Development Services Division and four positions in the Capital Projects Division for a total of forty-five positions.

Services and Supplies

- Services and Supplies represent a 27% (\$472,909) increase over FY 2011-12.

Recommended funding includes:

- An appropriation of \$10,000, equal to current year appropriations, in net County cost allocation to pay for tourism related activities. These activities are focused solely on maintaining the Blossom and Fruit Trails, website maintenance, media relations and no-cost marketing cooperatives, as time and funding permit.
- Appropriations of \$231,720 to support ongoing capital projects. These appropriations are fully offset by funded projects.
- An appropriation of \$234,712 in net County cost allocation for monitoring of closed landfills as mandated by Title 27 of the California Code of Regulations.
- An appropriation of \$312,085 for the energy maintenance projects for various County buildings. This appropriation is funded by rebates from PG&E.

Other Charges

- Other Charges represent a 19% (\$6,056) increase over FY 2011-12.

Recommended funding includes:

- Contract payments in the amount of \$32,000 to the Fresno Irrigation District (FID) under the FID Stream Group contract.

Other Financing Uses

- First year payback on 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, recommended at \$10,000 represents costs associated with purchasing one replacement copy machine for Development Services.

(1) Copy Machine \$10,000.....Replacement

SUMMARY OF REVENUES

- Revenues are recommended at \$5,519,463, an 11% (\$543,243) increase over FY 2011-12 due primarily to:
 - Licenses, Permits and Franchises - Estimated at an increase of 14% (\$365,905) based on projected permit and land use application activity for FY 2012-13.
 - Fines, Forfeitures and Penalties - Estimated at a decrease of 55% (\$32,246) based on FY 2011-12 activities which included a pilot Code Enforcement Amnesty Program that will carry over to FY 2012-13. Revenue is generated through the collection of administrative fines for code violations.

Public Works & Planning -- 4360

- Charges for Services - Estimated at an increase of 13% (\$235,776) primarily due to an increase in Development Services activities. The increase will help maintain staffing and provide some funding for plan check consultant services.
- Miscellaneous Revenues - Estimated at an increase of 549% (\$337,560). Revenue is generated by bond forfeitures, sales of copies, and jury duty reimbursements. The estimated increase is due to the rebates from PG&E that will fund the energy maintenance projects.
- Intrafund Revenues - Estimated at a decrease of 77% (\$363,752) from FY 2011-12. The decrease is based on completion of some current year projects and fewer capital projects planned.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Licenses, Permits, & Franchises			
3170 - Construction Permits	2,281,501	2,490,942	2,481,380
3180 - Land Use Permits	259,298	448,399	428,134
3185 - Agricultural Preserve-App Fees	21,980	32,073	19,170
Total	\$ 2,562,779	\$ 2,971,414	\$ 2,928,684
Acct # - Fines, Forfeitures, & Penalties			
3303 - Civil Fines	59,003	30,727	26,757
Total	\$ 59,003	\$ 30,727	\$ 26,757
Acct # - Charges for Services			
4895 - Personnel Services	2,123	448	2,378
4910 - Plan & Engineering Services	520,686	722,017	451,493
4911 - Env Impact Report	325,000	482,081	390,841
4912 - Env Applications	133,839	330,648	223,365
4916 - General Plans/Amendments	107,700	4,652	42,000
4918 - Specific Plans/Amendments	110,000	87,978	67,660
5039 - Other Agencies Services	50,000	0	69,888
5040 - Services to Other County Depts	568,997	555,655	806,496
Total	\$ 1,818,345	\$ 2,183,479	\$ 2,054,121
Acct # - Miscellaneous Revenues			
5789 - Non-taxable Sales	475	148	397
5800 - Miscellaneous Revenues	60,640	81,736	397,580
5882 - Cty Emp Witness and Jury Fees	350	750	1,048
Total	\$ 61,465	\$ 82,634	\$ 399,025
Acct # - Intrafund			
5990 - Intrafund Revenue	474,628	474,628	110,876
Total	\$ 474,628	\$ 474,628	\$ 110,876
Total Revenues	\$ 4,976,220	\$ 5,742,882	\$ 5,519,463

PENDING FACTORS

Operational revenue for the Development Services Division originates from two primary sources, net County cost allocation and fees for services provided. The department, similar to other local jurisdictions throughout the state, has seen significant declines in construction activities which have forced reductions in staffing levels in the department's Development Services Division. If fees for services activities (building plan reviews and inspections, land use and mapping applications) continue to decline or if County General Fund appropriations are reduced, the department will re-evaluate its current staffing and service levels and make reductions as necessary.

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	\$ 109,694
1105	Engineer II	2220	2	2	144,383
1133	Senior Engineering Technician	1957	1	1	64,948
1134	Senior Engineer	2845	1	1	85,142
1144	Capital Projects Division Manager	D	1	1	109,070
1168	Architect	2756	2	2	174,252
1175	Planner I	1616	3	3	183,440
1176	Planner II	1794	5	5	283,530
1177	Planner III	2072	5	5	332,384
1178	Senior Planner	2551	3	3	161,304
1179	Principal Planner	2806	1	1	88,660
1716	Building Inspector II	1962	4	4	260,416
1720	Building Plans Engineer	2696	1	1	85,228
1721	Supervising Building Inspector	2305	1	1	72,826
1722	Building Plans Checker III	2428	2	2	161,148
1745	Chief Building Inspector	2859	1	1	90,376
2293	Staff Analyst III	2048	3	3	194,220
2319	Deputy Director of Planning	D	1	1	115,000
3080	Office Assistant III	1049	4	4	139,256
3110	Office Assistant II	940	1	1	31,174
3160	Secretary IV	1291	1	1	42,874
3621	Program Technician II	1393	1	1	46,254
Subtotal			45	45	\$ 2,975,579
License Bonus					12,405
Bilingual Pay					1,200
TOTAL REGULAR SALARIES					\$ 2,989,184

PW&P – Road Fund -- 4510

Public Works & Planning-Roads BUDGET 4510 Special Revenue Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	\$ 19,412,517	\$ 20,079,165	\$ 19,597,667	\$ (481,498)	-2%
Services and Supplies	23,446,416	36,339,970	33,892,663	(2,447,307)	-7%
Other Charges	51,829	1,500,000	2,275,000	775,000	52%
General Fixed Assets	16,862	23,500	17,000	(6,500)	-28%
Total Appropriations	\$ 42,927,624	\$ 57,942,635	\$ 55,782,330	\$ (2,160,305)	-4%
<u>Revenues</u>					
Taxes	\$ 8,063,273	\$ 5,756,916	\$ 5,870,006	\$ 113,090	2%
Licenses, Permits & Franchises	383,278	200,000	325,000	125,000	63%
Rev From Use of Money & Prop	473,910	402,000	400,000	(2,000)	0%
Intergovernment Revenues - St	23,547,395	21,668,000	22,141,320	473,320	2%
Intergovernment Rev-Federal	8,835,433	10,702,986	8,063,143	(2,639,843)	-25%
Charges For Services	10,589,902	12,763,513	12,649,679	(113,834)	-1%
Miscellaneous Revenues	142,881	20,100	20,100	-	0%
Other Financing Sources	-	838,878	572,624	(66,254)	-10%
Total Revenues	\$ 52,036,072	\$ 52,152,393	\$ 50,041,872	\$ (2,110,521)	-4%
<u>Revenues (Over)/Under Expenses</u>	\$ (9,108,448)	\$ 5,790,242	\$ 5,740,458	\$ (49,784)	-1%
Increase/(Decrease-i.e. Use of) Reserve	9,108,448	(5,790,242)	(5,740,458)	49,784	-1%
<u>Budgetary Balance</u>	0	-	-	-	-
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	222	198	198	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PW&P – ROAD FUND – 4510

FUNCTION

The County of Fresno maintains the largest County road system in California. The Design, Construction, and Maintenance Divisions of the Department of Public Works and Planning are responsible for the implementation of specified road and bridge improvement projects, and the maintenance and operation of 3,527 miles of County roads and 530 bridges. The primary function of the above three divisions is to provide for maintenance, rehabilitation, and reconstruction of roads, bridges and attendant facilities as authorized by the California Streets and Highways Code and to provide for traffic safety. The three noted divisions within the department also provide engineering and construction services for Special Districts, County Service Areas, and other County departments.

OVERVIEW

The FY 2011-12 Recommended Budget appropriations of \$57,942,635 reflect a 23% (\$17,548,724) decrease from the FY 2010-11 Adopted Budget. The FY 2011-12 Recommended Budget revenues of \$52,152,393 reflect a 30% (\$21,838,966) decrease from the FY 2010-11 Adopted Budget. Reserves from Road Fund 0010 in the amount of \$5,790,242 will be required to balance the FY 2011-12 Recommended Budget. Staffing is recommended at 220 positions, a decrease of 2 positions from the current year. Salary savings of \$113,495 (1%) in addition to savings in related benefits of \$80,194 are included in Salaries and Benefits.

The FY 2011-12 Recommended Budget includes \$23.47 million for the Road Maintenance and Operations program, which represents a 9.5% (\$2.47 million) decrease from FY 2010-11 adopted funding levels. The decrease for the Road Maintenance and Operations program is due primarily to the expenditures of the ARRA Federal Overlay funds.

Funding of \$4.5 million for Road Maintenance and Operations program reflects a portion of a one-time Proposition 1B allocation of \$30.28 million issued in three installments, and programmed over three fiscal years commencing in FY 2007-08. Funding in the FY 2011-12 Recommended Budget reflects:

- One-time funding for the Measure "C" Academy Avenue project, Mountain View Avenue to Manning Avenue (\$4.5 million);
- Various Pedestrian Trails, Bike Trails, and ADA Compliance projects (\$946,917);
- Federal funded Manning Avenue, Crawford Avenue to Hill Avenue reconstruction project (\$3.69 million);
- Three Safe Route to School projects (\$616,440);
- Congestion Management and Air Quality (CMAQ) shoulder improvements (\$2.07 million);
- Three projects with various Federal funding for intersection improvements at the intersection of Maple and North Avenues (CMAQ \$89,996) and road improvements on Cedar Avenue from Lincoln to Adams (CMAQ \$197,285), Highway Safety realignment project on Howard at Shaw Avenue (\$77,000); and
- One Federal Bridge replacement project at the Outside Main Canal on Bass Avenue (\$2.04 million).

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

Some of the decrease in appropriations is reflective of the completion of contracts on several large multi-year projects for several phases of Academy Avenue, several Highway Bridge Replacements such as

PW&P – Road Fund -- 4510

the Kings River Bridge on Goodfellow, Byrd Slough on Goodfellow, the Friant-Kern Canal Bridge Rail Replacement on Piedra Road, and one-time ARRA appropriations for asphalt concrete overlays and the Kearney Blvd. Palm Tree Replacement project. 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 year.

The proposed budget includes funding from the “Transportation Funding Swap” in lieu of Proposition 42 funds. The risk associated with the Transportation Funding Swap, in contrast to Proposition 42, is that the State has the ability to borrow the revenue, as well as fluctuations in revenue due to the instability of fuel consumption.

The allocation of funding considers the uncertainty of Federal Funding such as Stimulus (ARRA) funding and the lack of adoption of a new Federal Surface Transportation Bill to replace SAFETEA-LU and 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 220 positions, a reduction of 2 positions from the current year.

The department continues its team-based approach in seeking to identify avenues for improving service to our clients and other County departments. This includes working with other jurisdictions on projects of common interest. The use of advanced electronic and computer technology in areas such as Geographic Information Systems (GIS), and Cost Accounting Management System (CAMS) are being employed.

Road Maintenance

The FY 2011-12 programs consist of the following components:

Day Labor Rehabilitation, Specific Maintenance Projects, and

Pavement Seals and Maintenance Overlays 5.68 million

Contract Preventative Maintenance 6.94 million

Routine Road Maintenance Activities 8.03 million

Traffic Signs and Striping 1.28 million

Traffic Safety and Operations 1.54 million

Total \$ 23.47 Million

- A total of \$5.68 million is recommended for day labor rehabilitation and specific maintenance projects for roads. These funds will be expended for the rehabilitation of approximately 18 miles of selected lower traffic volume roads by day labor forces. Approximately \$250,000 (not included in the \$5.68 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 \$6.94 million for contract preventive maintenance projects will provide for the maintenance treatment of approximately 30 miles of slurry seals on residential streets, 60 miles of chip seal projects, and 10 miles of asphalt concrete overlay. The preventive maintenance allocation also reflects \$2.06 million of CMAQ Shoulder projects throughout the County.
- Pothole patching, shoulder maintenance, and other routine road maintenance activities, including culvert maintenance, storm damage repairs, tree trimming, and snow removal are recommended at \$8.03 million. The allocation of expenditure activity 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.

PW&P – Road Fund -- 4510

- 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 cost of approximately \$140,000 and with a private contractor in the annual amount of \$10,000 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 \$23.47 million allocation in the proposed budget for road maintenance and traffic signs and striping, there is an allocation of \$1.54 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 2011-12 include:

- Measure "C" Academy Avenue project, Mountain View Avenue to Manning Avenue project (\$4.5 million);
- Various Pedestrian Trails, Bike Trails, and ADA Compliance projects (\$946,917);
- Federally funded Manning Avenue, Crawford Avenue to Hill Avenue reconstruction project (\$3.69 million);
- Three Safe Route to School projects (\$616,440);
- Congestion Management and Air Quality (CMAQ) shoulder improvements (\$2.07 million);
- Three projects with various Federal funding sources including intersection improvements at the intersection of Maple and North Avenues (CMAQ \$89,996), road improvements on Cedar Avenue from Lincoln to Adams (CMAQ \$197,285), a Highway Safety realignment project on Howard at Shaw Avenue (\$77,000);
- One Federal Bridge replacement project at the Outside Main Canal on Bass Avenue (\$2.04 million).

Salaries and Benefits

- Salaries and Benefits, recommended at \$20,079,165, represent a less than 1% (\$20,842) decrease from the current year due to supplemental budget instructions. Staffing is recommended at 220 positions, a reduction of 2 positions from the FY 2010-11 level.
 - Account 6200 Extra-Help represents a 73% (\$396,941) decrease from the current year primarily due to a reduced projected workload.

Services and Supplies

- Services and Supplies reflect a 34% (\$18,919,982) decrease from FY 2010-11 primarily due to a decrease in project construction services.

Recommended funding includes:

- One federally funded bridge replacement, intersection improvement and road improvements projects (\$2.42 million) at various locations;
- Preventive Maintenance contract activities (\$6.94 million);

PW&P – Road Fund -- 4510

- Academy Avenue, Mountain View Avenue to Manning Avenue, two-lane highway reconstruction project (\$4.5 million);
- Manning Avenue, Crawford Avenue to Hill Avenue, two-lane highway reconstruction project (\$3.69 million);
- Three Safe Routes to School projects, various locations (\$616,440);
- CMAQ shoulder project (\$2.07 million);
- A \$5.80 million allocation in Transportation and Travel County Garage to reimburse the Fleet Services Org. (8910/11) for the cost of operating and maintaining all vehicles, including construction equipment;
- An allocation for the purchase of materials used in the maintenance of roads and traffic operations, signs and striping (\$5.21 million);
- Account 7295 Professional and Specialized Services represents a 10% (\$370,205) decrease from 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, department personnel services and financial services necessary for the operation of the department; and
- Account 7355 Rents & Leases-Equipment represents a 2% (\$5,000) increase over the current year for rental of equipment not available from Fleet Services necessary for road maintenance.
- Account 7430 Utility represents a 71% (\$153,235) 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 \$1,500,000 for right-of-way acquisition for various on-going projects.

Fixed Assets

- (1) Retroreflectometer \$14,500 New-Cost/Labor Savings

The retroreflectometer will allow the County to quickly measure retro reflectivity of our traffic signs ensuring compliance with standards.

- (1) Digital Level \$ 9,000 Replacement/Useful Life surpassed

SUMMARY OF REVENUES

- Revenues are recommended at \$52,152,393 a 30% (\$21,838,966) decrease from the current year, which is primarily due to the completion of various Federally funded projects and the ending of Proposition 1B funding. Significant changes by specific revenue source are noted below:
 - Taxes – Represents a 16% (\$1,113,996) decrease to reflect actual experience in the current year due to the slowing economy.
 - Licenses, Permits, and Franchises – Revenues generated through the collection of Road Privileges and Permit fees remain at the current level based on actual receipts in the current year.
 - Use of Money and Property – Revenue remains status quo based on interest earnings on carryover funds and actual experience in the current year.

PW&P – Road Fund -- 4510

- State Aid – Estimated at a 42% (\$15,629,013) decrease from the current year due to the anticipated one-time allocation of Proposition 1B funding. This revenue source includes the anticipated “Transportation Funding Swap” allocation.
- Federal Aid - Estimated at a 3% (\$337,304) decrease from the current year primarily due to the completion of various Federal projects.
- Charges for Services - Estimated at a 30% (\$5,397,593) decrease from the current year based on projected Measure “C” reimbursement for right-of-way acquisition costs and road construction for the various phases of the Academy Avenue projects. Measure “C” will additionally fund 100% of all design costs for the Academy Avenue and 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 Area No. 51 Dry Creek Water Distribution System. Entry road maintenance at the American Avenue Landfill performed by County Road crews will be 100% funded by the landfill. 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.
- Miscellaneous Revenues – Revenue will remain status quo from the current year. Revenues are generated through interest earnings on eminent domain deposits, copy sales, jury fees, and loss recovery by the County’s Risk Management Division.
- Reserves from Road Fund 0010 in the amount of \$5,790,242 will be required to balance the FY 2011-12 Recommended Budget.

Revenues	FY 2010-11 Adopted	FY 2010-11 Estimated Actual	FY 2011-12 Recommended
Acct # - Taxes			
3043 – Local Trans - 1/4% Sales Tax	1,676,912	4,000,000	1,689,226
3044 – Measure C - 1/2% Sales Tax	5,194,000	5,194,000	4,067,690
Total	\$ 6,870,912	\$ 9,194,000	\$ 5,756,916
Acct # - Licenses, Permits, & Franchises			
3175 – Road Privileges And Permits	199,992	300,000	200,000
Total	\$ 199,992	\$ 300,000	\$ 200,000
Acct # - Revenue from the Use of Money			
3380 – Interest	399,996	399,996	400,000
3400 – Rents and Concessions	2,000	2,000	2,000
Total	\$ 401,996	\$ 401,996	\$ 402,000
Acct # - Intergovernment Revenues-State			
3459 – Highway User Tax 2103	0	8,000,000	8,000,000
3460 – Highway User Tax 2104	7,172,603	5,000,000	7,000,000
3461 – Highway User Tax 2106	947,325	700,000	1,000,000
3462 – Highway User Tax 2105	5,413,285	4,000,000	5,300,000
3463 – ST TCRF-gas sales tax Sce 2182	9,200,000	2,468,396	0
3547 – State-TEA-21 Match and Exchange	368,000	368,000	368,000
3575 – State-Other	14,195,800	0	0
Total	\$ 37,297,013	\$ 20,536,396	\$ 21,668,000
Acct # - Intergovernment Revenues-Federal			
4365 – Federal-Construction	10,158,106	4,000,000	9,822,416
4366 – Federal-Forest Reserve Revenue	882,184	882,184	880,570
Total	\$ 11,040,290	\$ 4,882,184	\$ 10,702,986
Acct # - Charges for Services			
4898 – Personnel Services-Non Road	500	500	500
4910 – Plan & Engineering Services	166,500	300,000	166,500
4985 – Road & Street Services	16,210,000	11,000,000	10,771,333
5040 – Services To Other County Depts	1,604,106	1,400,000	1,645,180

PW&P – Road Fund -- 4510

5043 – Serv Other County Dept.-P.Y	180,000	340,704	180,000
Total	\$ 18,161,106	\$ 13,041,204	\$ 12,763,513
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	13,000	70,000	13,000
5806 – Loss Recovery-Risk Management	7,000	7,000	7,000
5882 – Cty Emp Witness And Jury Fees	50	50	100
Total	\$ 20,050	\$ 77,050	\$ 20,100
Acct # - Residual Equity Transfer (In)			
5957 – Operating Transfers In	0	0	638,878
Total	\$ 0	\$ 0	\$ 638,878
Total Revenues	\$ 73,991,359	\$ 48,432,830	\$ 52,152,393

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 County has been, for many years, deferring crucial road maintenance activities. It is estimated the County currently incurs a deferred road maintenance backlog of over \$9 million per-year Countywide and currently has a total road maintenance need of over \$300 million. With the current proposal for the "Transportation Funding Swap" the deferred maintenance backlog will grow by over \$15 million each year in the future.

The "Transportation Funding Swap" eliminates Proposition 42 and Proposition 1A. The increased excise tax, Highway Users Tax Account (HUTA), on gasoline will not have the same protections from borrowing by the State as provided with Proposition 42 funds through Proposition 1A. The State will be able to borrow the HUTA funds as often as it wishes without the requirement to repay interest on the borrowing.

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	2	2	\$ 141,325
1117	Associate Real Property Agent	1945	2	2	122,928
1132	Engineering Technician I	1526	7	7	348,564
1133	Senior Engineering Technician	1957	13	13	832,802
1134	Senior Engineer	2845	6	6	529,583
1137	Engineer III	2438	15	15	1,205,308
1140	Engineering Technician II	1707	20	20	1,123,458
1147	Field Survey Supervisor	2062	2	2	130,312
1148	Supervising Engineer	3129	2	2	197,704
1149	Chief of Field Surveys	2750	1	1	86,918
1150	Public Works Division Engineer	D	3	3	323,180
1163	Sr Real Property Agent	2285	1	1	75,816
2293	Staff Analyst III	2048	4	4	258,960
2294	Senior Staff Analyst	F	1	1	69,654
2318	Deputy Director of Public Works	D	1	1	112,736
3080	Office Assistant III	1049	2	2	65,650
3140	Secretary III	1169	1	1	38,792
3160	Secretary IV	1291	1	1	42,874
3166	Administrative Secretary - Conf.	1438	1	1	47,710
5409	Road Equipment Operator-Trainee	967	4	4	113,898
5410	Road Equipment Operator I	1230	25	25	917,798
5415	Road Equipment Operator II	1391	50	50	2,203,891
5420	Road Maintenance Supervisor	1704	9	9	543,599
5425	Road Operations Lead Supervisor	1704	11	11	606,127
5430	Road Superintendent	2144	2	2	135,512
5445	Traffic Maintenance Supervisor	1912	1	1	55,556
5448	Traffic Equipment Operator Trainee	967	2	2	56,971
5450	Traffic Equipment Operator I	1179	1	1	34,970
5455	Traffic Equipment Operator II	1321	6	6	250,380
5460	Traffic Operations Lead Supervisor	1596	1	1	58,240
8065	Director of Public Works & Planning	B	1	1	139,074
Subtotal			198	198	\$ 10,870,289
Auto Allowance					6,156
Professional License Allowance					26,572
Bilingual Pay					1,200
Less Salary Savings (1%)					(108,703)
TOTAL REGULAR SALARIES					\$ 10,795,514

PW&P – Transit Services -- 4700

Transit Services BUDGET 4700 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 2,235,890	\$ 2,611,173	\$ 2,888,400	\$ 277,227	11%
Total Appropriations	\$ 2,235,890	\$ 2,611,173	\$ 2,888,400	\$ 277,227	11%
<u>Revenues</u>					
Intergovernment Revenue-Other	\$ 2,235,890	\$ 2,611,173	\$ 2,888,400	\$ 277,227	11%
Total Revenues	\$ 2,235,890	\$ 2,611,173	\$ 2,888,400	\$ 277,227	11%
<u>Net County Cost</u>	\$ -	\$ -	\$ -	\$ -	-100%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 Council of Fresno County Governments (COFCG) for transit services in unincorporated areas. The annual allocation to each agency is determined by COFCG based upon an estimate of revenue by the State Department of Finance and the population of each city and unincorporated area. The County, the City of Fresno, City of Clovis, and the Fresno County Rural Transit Agency (FCRTA) each year perform an analysis of the unincorporated area transit services and needs to determine the County's contribution of LTF and STA monies to Fresno Area Express (FAX), Clovis Transit (Roundup) and FCRTA, according to agreements between the County, the City of Fresno, the City of Clovis, and the FCRTA. Funds are also allocated by formula for social service transit services (through FCRTA, FAX, and the Fresno County Economic Opportunities Commission as the Consolidated Transportation Services Agencies) to unincorporated area residents. Three percent of the total Fresno County LTF allocation is, by statute, allocated to the COFCG for regional transportation planning services including transit planning.

OVERVIEW

The FY 2012-13 Recommended Budget of \$2,888,400 reflects an overall increase in appropriations and revenues of 11% (\$277,227) over the FY 2011-12 Adopted Budget. Recommended funding is based on State estimates, as refined by the County's Auditor-Controller/Treasurer-Tax Collector, of FY 2012-13 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 11% (\$277,227) over the FY 2011-12 Adopted Budget and represent monies allocated directly to transit providers and for regional transportation planning.

Allocations are based on formulas using various factors such as actual ridership numbers and service area populations. As a result, changes in allocations may vary from year to year and between individual agencies. Recommended funding includes the following allocations in Account 7295 Professional and Specialized Services:

- An allocation to the City of Fresno (\$1,800,000) represents a 16% 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 (\$684,300) represents a 4% increase over the current year.

An allocation for transportation social services (\$232,700) represents a 4% 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.

PW&P – Transit Services -- 4700

- An allocation to the COFCG (\$126,400) represents a 1% decrease from the current year for operation of the Regional Transportation Planning Agency pursuant to the Transportation Development Act of 1972 and a decrease in LTF, the portion of funding to which COFCG receives allocation.
- An allocation to the City of Clovis (\$45,000) represents a 7% 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 \$2,888,400, a 10% (\$277,227) increase over the current year and represent the County's share of the Local Transportation Funds and State Transit Assistance Funds allocated under formula by COFCG. An increase in estimated ST funds is expected to be slightly offset in a smaller decrease in LTF.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – Other			
4841 – Other Governmental Agencies	2,611,173	2,611,173	2,888,400
Total	\$ 2,611,173	\$ 2,611,173	\$ 2,888,400
Total Revenues	\$ 2,611,173	\$ 2,611,173	\$ 2,888,400

Public Works & Planning-Grants BUDGET 5512 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Services and Supplies	\$ 2,705,008	\$ 6,146,670	\$ 5,150,288	\$ (996,382)	-16%
Other Charges	362,595	552,656	-	(552,656)	-100%
Total Appropriations	\$ 3,067,603	\$ 6,699,326	\$ 5,150,288	\$ (1,549,038)	-23%
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 644,058	\$ 1,199,018	\$ 936,185	\$ (262,833)	-22%
Intergovernment Rev-Federal	1,926,285	4,400,308	3,696,103	(704,205)	-16%
Miscellaneous Revenues	491,624	600,000	518,000	(82,000)	-14%
Other Financing Sources	1,898	500,000	-	(500,000)	-100%
Intrafund Revenue	3,738	-	-	-	0%
Total Revenues	\$ 3,067,602	\$ 6,699,326	\$ 5,150,288	\$ (1,549,038)	-23%
<u>Net County Cost</u>	\$ 0	\$ -	\$ -	\$ -	
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PUBLIC WORKS AND PLANNING - GRANTS – 5512

FUNCTION

This budget contains funds for planning and implementing the federal HOME Investment Partnerships Program (HOME), USDA Housing Preservation Grant, California Integrated Waste Management Board Used Oil Recycling Program, the Department of Conservation Beverage Container Recycling Program, State Tire/Cleanup Amnesty Grant, and the Lost Lake Master Plan.

OVERVIEW

The FY 2012-13 Recommended Budget of \$5,150,288 reflects a 23% (\$1,549,038) decrease in appropriations and revenues from the FY 2011-12 Adopted Budget based on decreased amount of grant funds. There is no net County cost associated with this budget.

The work effort required to implement these grant programs is provided primarily by staff in the Public Works and Planning Community Development Block Grant Org. 7205 and Public Works and Planning Resources Orgs. 9140, 9015, and 7910.

SUMMARY OF CAO RECOMMENDATIONS

Federal HOME Grant Program

Grant Funds: \$3,678,078 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 areas.

Services and Supplies

- Services and Supplies are budgeted at \$4,178,078, a decrease of 12% (\$594,363) from the current year due to a decrease in Federal funding.

Recommended funding includes:

- Federal HOME grant funds and miscellaneous revenue derived from repayments of existing loans made to homeowners and community housing development organizations.

Housing Preservation Grant

Grant Funds: \$18,025 County Match: None

This one-time grant was provided by the U.S. Department of Agriculture (USDA) in 2010 to provide housing rehabilitation grants to augment the County's Housing Assistance Rehabilitation Program (HARP) loan program for eligible families in the rural unincorporated area. It will conclude in the fall of 2012.

Services and Supplies

- Services and Supplies are budgeted at \$18,025.

Recommended funding includes:

- Federal Housing Preservation Grant funds from USDA for housing rehabilitation grants.

California Integrated Waste Management Board Used Oil Grant

Grant Funds: \$149,231 Misc. Revenue: \$18,000 County Match: None

Provides funds to assist local governments in developing and maintaining an on-going used oil and used oil filter collection, recycling and education program for the 14 cities (excluding Fresno City, which has its own program) and the unincorporated area of Fresno County. Cal Recycle has enacted various changes to the Used Oil Program and has changed the funding from a reimbursable grant program (formerly known as the Used Oil Block Grant Program) to a payment program (referred to as the Oil Payment Program).

Services and Supplies

- Services and Supplies are budgeted at \$167,231, a decrease of 29% (\$70,769) from the current year, due to decreased funding from the Oil Payment Program.

Recommended funding includes:

- California Department of Resources, Recycling and Recovery Used Oil Block Grant funding and Oil Payment Program funding.
- Asbury Environmental Services Contract Funds: Revenues received from Asbury for used oil collected on behalf of the Certified Collection Centers that participate in the County's Used Motor Oil Grant Program. Funds are to augment grant funds used for the Used Motor Oil Program outreach and education programs.

2010-11 Tire/Cleanup Amnesty

Grant Funds: \$100,000 County Match: None

Provides funds to offset waste tire clean-up costs in the rural areas of the County and to conduct waste tire amnesty drop-off events. Tires collected during clean-up activities and the amnesty events will be transported by a licensed tire recycler to be recycled into reuse products. Staff has applied for a grant for \$100,000 for FY 2012-13.

Services and Supplies

- Services and Supplies are budgeted for \$100,000, a decrease of 56% (\$130,000) from the current year, due to revisions in the State grant program whereas only tire clean-up will be funded for this fiscal year.

Recommended funding includes:

- California Department of Resources, Recycling and Recovery grant funding.

Department of Conservation Beverage Container Recycling Grant

Grant Funds: \$44,385 Carryover Funds: \$54,069 County Match: None

Provides funds to use for public education for promoting beverage container recycling and/or litter clean-up activities. New grant funding for FY 2012-13 is expected to be \$44,385. Grant managers inform County staff that the requirements for future funding are undergoing revisions.

Services and Supplies

- Services and Supplies are budgeted at \$98,454, an increase of 39% (\$28,004) over the current year. This includes \$54,069, which is being re-budgeted from carryover funds from the current year.

Recommended funding includes:

- California Department of Resources, Recycling and Recovery grant funding for recycling and clean-up activities.

Lost Lake Park Master Plan

Grant Funds: \$588,500

County Match: None

The Lost Lake Park Master Plan is fully-funded by a San Joaquin River Conservancy grant. Originally funded for \$400,000, the plan will provide a blueprint for the future improvement and development of the lake. Work on the plan started in 2007, and is based on the desires of the community and is intended to meld seamlessly with the development of the larger San Joaquin River Parkway.

Services and Supplies

- Services and Supplies are budgeted at \$588,500, an increase of 155% (357,932) over FY 2011-12. The anticipated grant funding will provide for completion of the environmental phase of the project.

Recommended funding includes:

- Funding by a San Joaquin River Conservancy grant is budgeted to complete environmental phase of the project.

SUMMARY OF REVENUES

- Revenues are recommended at \$5,150,288, a 23% (\$1,549,038) decrease from the FY 2011-12 Adopted Budget.
 - State Aid – Estimated at a decrease of 22% (\$262,833) from the previous year based on the Safe Drinking Water State Revolving Fund and 2002 Park Bond, through the Roberti-Z'Berg per capita program.
 - Federal Aid – Estimated at a decrease of 16% (\$704,205) from the current year due to a decrease in Federal HOME funds.
 - Miscellaneous Revenues – Estimated at a decrease of 14% (\$82,000) from the FY 2011-12 program year due to an estimated decrease in HOME program income.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernmental Revenues – State			
3546 – State Aid Construction	660,568	340,498	0
3575 – State - Other	538,450	397,823	936,185
Total	\$1,199,018	\$738,321	\$936,185
Acct # - Intergovernmental Revenues – Federal			
4380 – Federal - Other	4,400,308	1,484,993	3,696,103
Total	\$4,400,308	\$1,484,993	\$3,696,103
Acct # - Miscellaneous Revenues			
5800 - Other Miscellaneous	0	15,000	18,000
5885 – HOME Program Income	600,000	500,000	500,000
Total	\$600,000	\$515,000	\$518,000
Acct # - Other Financing Sources			
5959 – Transfer from Trust Fund	500,000	539	0
Total	\$500,000	\$539	\$0
Total Revenues	\$6,699,326	\$2,738,853	\$5,150,288

PENDING FACTORS

The Lost Lake Master Plan funding is pending Board and Conservancy approval before it is realized.

Capital Projects – Grants -- 1912

Capital Projects - Grants BUDGET 1912 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
General Fixed Assets	\$ 967,986	\$ -	\$ 380,507	\$ 380,507	0%
Total Appropriations	\$ 967,986	\$ -	\$ 380,507	\$ 380,507	
<u>Revenues</u>					
Intergovernment Revenues - St	\$ 1,518,706	\$ -	\$ 380,507	\$ 380,507	0%
Intergovernment Rev-Federal	3,151,300	-		-	
Total Revenues	\$ 4,670,006	\$ -	\$ 380,507	\$ 380,507	
<u>Net County Cost</u>	\$ (3,702,020)	\$ -	\$ -	\$ -	-100%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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

The FY 2012-13 recommended appropriations includes \$380,507 to refurbish restrooms within the Avocado Lake Park facility to make them compliant with the Americans with Disabilities Act and install a shade structure over a group picnic area.

Funding for this project comes from State bond proceeds authorized by the California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002 which is to be used for the acquisition and development of neighborhood, community, and regional parks and recreation lands and facilities.

SUMMARY OF CAO RECOMMENDATIONS**Fixed Assets**

Buildings and Improvements.....\$380,507

Grant funding will be used to improve the Avocado Lake Park facilities.

SUMMARY OF REVENUES

- Intergovernment Revenues – State are estimated at \$380,507.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues – State			
3575 – State-Other	0	0	380,507
Total	\$ 0	\$ 0	\$ 380,507
Total Revenues	\$ 0	\$ 0	\$ 380,507

PW&P – Community Development Block Grant -- 7205

Community Develop Block Grant BUDGET 7205 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,786,250	\$ 1,805,284	\$ 1,503,811	\$ (301,473)	-17%
Services and Supplies	1,265,839	2,400,186	2,216,255	(183,931)	-8%
Other Charges	2,228,925	5,314,074	4,689,849	(624,225)	-12%
General Fixed Assets	-	100,000	-	(100,000)	-100%
Total Appropriations	\$ 5,281,014	\$ 9,619,544	\$ 8,409,915	\$ (1,209,629)	-13%
<u>Revenues</u>					
Intergovernment Rev-Federal	\$ 4,052,331	\$ 8,530,544	\$ 7,563,047	\$ (967,497)	-11%
Charges For Services	9,937	-	-	-	-100%
Miscellaneous Revenues	464,989	505,000	505,000	-	0%
Intrafund Revenue	753,757	584,000	341,868	(242,132)	-41%
Total Revenues	\$ 5,281,014	\$ 9,619,544	\$ 8,409,915	\$ (1,209,629)	-13%
<u>Net County Cost</u>	\$ 0	\$ -	\$ -	\$ -	
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	19	14	14	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 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 Programs.

OVERVIEW

The FY 2012-13 Recommended Budget of \$8,409,915 reflects a 13% (\$1,209,629) decrease in appropriations and revenues from the FY 2011-12 Adopted Budget, due to a decrease in the federal CDBG grant allocation to the County for FY 2012-13.

The County's federal CDBG allocation for the FY 2012-13 budget year has been set at \$2,993,766. The recommended budget funds 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. Salary savings of \$26,131 (3%), in addition to savings in related benefits of \$16,398, are included in Salaries and Benefits. Staffing is recommended at 14 positions.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Appropriations of \$1,503,811 represent a 17% (\$301,473) decrease from the FY 2011-12 Adopted Budget in employee Salaries and Benefits, due to the elimination of three permanent positions during FY 2011-12.

Recommended funding includes:

- Account 6100, Regular Salaries represents a 13% (\$130,825) decrease from the current year primarily due to the decrease in regular positions offset by the difference between budget instructions and actual costs in the current year.
- Account 6400, Retirement represents a 1% (\$6,981) decrease from the current year due to decreased positions.

Services and Supplies

- Services and Supplies represent an 8% (\$183,931) decrease from FY 2011-12.

Recommended funding includes:

- Account 7400, Special Department Expense represents an 11% (\$157,498) decrease from current year primarily due to a decrease in funding for the Housing Assistance Rehabilitation Program (HARP). Appropriations totaling \$183,890 are budgeted for new HARP housing rehabilitation loans.
- Account 7312, Social Services Programs represents a 24% (\$55,010) decrease from current year due to a decrease in funding for community-based social service programs.
- Account 7295, Professional & Specialized Services represents a 12% (\$74,366) decrease from current year due to across-the-board reductions in services required from various other departments due to reduction in grant funds and associated program activity.

Other Charges

- Account 7885, Contributions-Other Agencies represents a 12% (\$624,225) decrease from the FY 2011-12 Adopted Budget due to a decrease in allocation for new public facility and infrastructure improvement projects to cities and the unincorporated area due to decreased federal funding, and a decrease in estimated carryover funds for multi-year activities in progress..

Recommended funding includes:

- Recommended funding for FY 2012-13 will provide for an estimated six new public facility and infrastructure improvement projects for the cities and unincorporated area, most of which are multi-year projects.

Fixed Assets

A decrease of \$100,000 from current year due to it being no longer feasible, due to the current housing market, to anticipate reacquisition of lien property sold at third-party trustee sales.

SUMMARY OF REVENUES

- Revenues are recommended at \$8,409,915, a 13% (\$1,209,629) decrease from the FY 2011-12 Adopted Budget, due primarily to the decrease in Federal grant funds.
- Federal Aid – Estimated at \$7,563,047, a decrease of 11% (\$967,497) from the current year. Includes committed but unexpended CDBG funds of \$4,569,281, for activities in progress, and the new Federal CDBG grant allocation of \$2,993,766.
- Miscellaneous Revenues and Other Financing Sources – Estimated at \$505,000, the same amount as the current year, from anticipated loan repayments.
- Intrafund Revenues – Estimated at \$341,868, a 41% (\$242,132) decrease from the current year due to decreased revenue available from grants budgeted in Orgs. 5512, 7208 and 7209.

PW&P – Community Development Block Grant -- 7205

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernment Revenues-Federal			
4390 – Federal Aid - Comm Dev Block Grt	8,530,544	4,353,873	7,563,047
Total	\$ 8,530,544	\$4,353,873	\$ 7,563,047
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	5,000	5,000	5,000
5888 – Community Development Repayments	500,000	500,000	500,000
Total	\$ 505,000	\$ 505,000	\$ 505,000
Acct # - Intrafund			
5990 – Intrafund Revenue	584,000	584,000	341,868
Total	\$ 584,000	\$ 584,000	\$ 341,868
Total Revenues	\$ 9,619,544	\$ 5,442,873	\$ 8,409,915

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	\$ 93,990
1747	Housing Rehabilitation Specialist II	1962	1	1	65,104
2292	Staff Analyst II	1774	1	1	56,082
2293	Staff Analyst III	2048	3	3	194,090
2294	Senior Staff Analyst	F	2	2	151,736
2296	Senior Economic Development Analyst	F	1	1	69,680
2297	Principal Staff Analyst	E	1	1	83,876
3125	Office Assistant I	837	1	1	22,982
3160	Secretary IV	1291	1	1	42,874
3620	Program Technician I	1246	1	1	46,410
3621	Program Technician II	1393	1	1	43,019
Subtotal			14	14	\$ 869,842
Less Salary Savings (3%)					(26,131)
Bilingual Skill Pay					1,200
TOTAL REGULAR SALARIES					\$ 844,911

PW&P – Neighborhood Stabilization Program -- 7208

Neighborhood Stabilization Prog BUDGET 7208 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 62,193	\$ 105,131	\$ 79,842	\$ (25,289)	-24%
Services and Supplies	5,517,206	6,144,869	1,545,158	(4,599,711)	-75%
Total Appropriations	\$ 5,579,399	\$ 6,250,000	\$ 1,625,000	\$ (4,625,000)	-74%
<u>Revenues</u>					
Intergovernment Rev-Federal	\$ 681,710	\$ -		\$ -	-100%
Miscellaneous Revenues	4,897,690	6,200,000	1,570,000	(4,630,000)	-75%
Intrafund Revenue	-	50,000	55,000	5,000	10%
Total Revenues	\$ 5,579,400	\$ 6,250,000	\$ 1,625,000	\$ (4,625,000)	-74%
<u>Net County Cost</u>	\$ (0)	\$ -	\$ -	\$ -	-100%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PW&P - NEIGHBORHOOD STABILIZATION PROGRAM – 7208

FUNCTION

The Neighborhood Stabilization Program (NSP) is a Federal grant program launched in 2009, which provides funds for the County to purchase foreclosed and abandoned homes, rehabilitate them as necessary, and then resell them to eligible homebuyers in areas of greatest need throughout the County and eight partner cities, Coalinga, Fowler, Kerman, Kingsburg, Mendota, Reedley, Sanger, and Selma, including also the provision of mortgage assistance, as necessary. Org. 7208 contains the County's allocation of NSP funds along with the proceeds of resale which must be reused for this same purpose during the life of the program. NSP is administered primarily by staff in the Community Development Block Grant Org. 7205, with the assistance of designated extra-help included in this budget.

OVERVIEW

The FY 2012-13 Recommended Budget of \$1,625,000 reflects a 74% (\$4,625,000) decrease in appropriations and revenue from the FY 2011-12 Adopted Budget. This decrease is because the original NSP grant funds were all expended in FY 2009-10 and the program is continuing operations through the use of proceeds from the resale of properties (program income). There is no net County cost as NSP is funded by Federal grant and program income which must be reused for grant purposes for the life of the program. There are no permanent positions in this Org., but an amount of \$79,842 has been appropriated to pay for two extra-help housing loan staff who assist with carrying out the program. The program will end in March, 2013.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits, recommended at \$79,842, represent a 24% (\$25,289) decrease from FY 2011-12 Adopted Budget. There are two extra-help positions working full-time on NSP, one of which will cycle out during FY 2012-13 as this original NSP activity winds to a close. The remaining extra-help position will continue to work as needed on NSP3 (Org 7209).

Services and Supplies

- Services and Supplies, recommended at \$1,545,158, represents a 75% (\$4,599,711) decrease from FY 2011-12 primarily due to the appropriations being limited to the decreasing anticipated program income revenue from the resale of foreclosed properties acquired through the program. The NSP grant funds were all expended in FY 2009-10. Program income must be reused for grant purposes for the life of the program.
 - Account 7295, Professional and Specialized Services represents a 9% (\$58,336) increase over the current year primarily due to increased use of staff time from other budgets to close out the program.
 - Account 7400, Special Departmental Expense represents an 85% (\$4,673,093) decrease from the current year due to decreasing program income from a decreasing number of NSP properties sold as the program winds down.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,625,000 and reflect a 74% (\$4,625,000) decrease from FY 2011-12 Adopted Budget.
- Miscellaneous Revenues (\$1,570,000) – Reflects a 75% (\$4,630,000) decrease from FY 2011-12. This is the anticipated program income from the resale of foreclosed properties which is reallocated and appropriated for reuse in accordance with grant regulations.
- Intrafund Revenue (\$55,000) – Reflects an 10% increase from FY 2011-12, due to NSP3 Org.7209 reimbursing labor costs for staff budgeted in Org. 7208.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Miscellaneous Revenues			
5800 - Other Miscellaneous	6,200,000	5,587,317	1,570,000
Total	\$ 6,200,000	\$5,587,317	\$ 1,570,000
Acct # - Intrafund			
5990 – Intrafund Revenue	50,000	50,000	55,000
Total	\$ 50,000	\$ 50,000	\$ 55,000
Total Revenues	\$ 6,250,000	\$5,637,317	\$ 1,625,000

PW&P – Neighborhood Stabilization Program 3 -- 7209

Neighborhood Stabilization 3					
BUDGET 7209					
General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 99,970	\$ 2,739,766	\$ 4,577,100	\$ 1,837,334	67%
Total Appropriations	\$ 99,970	\$ 2,739,766	\$ 4,577,100	\$ 1,837,334	67%
<u>Revenues</u>					
Intergovernment Rev-Federal	\$ 99,970	\$ 2,739,766	\$ 970,025	\$ (1,769,741)	-65%
Miscellaneous Revenues	-	-	3,607,075	3,607,075	100%
Total Revenues	\$ 99,970	\$ 2,739,766	\$ 4,577,100	\$ 1,837,334	67%
<u>Net County Cost</u>	\$ (0)	\$ -	\$ -	\$ -	-100%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PW&P - NEIGHBORHOOD STABILIZATION PROGRAM 3 – 7209**FUNCTION**

The Neighborhood Stabilization Program 3 (NSP3) is the newest phase of the Federal grant program originally launched in 2009, which provides funds for the County to purchase foreclosed and abandoned homes, rehabilitate them as necessary, and then resell them to eligible homebuyers in areas of greatest need in targeted areas of the designated Urban County program area. Org. 7209 contains the County's allocation of NSP3 funds and proceeds of resale 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 included in the first NSP grant, Org. 7208.

OVERVIEW

The FY 2012-13 Recommended Budget of \$4,577,100 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 NSP is funded by the Federal grant and program income, which must be reused for grant purposes for the life of the program. There is no staff in this Org, as NSP3 is administered primarily by staff in the Community Development Block Grant Org. 7205, with the assistance of two extra-help staff in the NSP Org. 7208.

SUMMARY OF CAO RECOMMENDATIONS**Services and Supplies**

- Services and Supplies, recommended at \$4,577,100, represents the amount of the new grant and program income from the resale of homes, which is all appropriated 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 \$4,577,100, the amount of new NSP3 Federal grant and program income from the sale of rehabilitated homes.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Intergovernmental Revenues - Federal			
4380 – Federal - Other	2,739,766	1,769,741	970,025
Total	\$2,739,766	\$1,769,741	\$ 970,025
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	0	966,549	3,607,075
Total	\$ 0	\$ 966,549	\$ 3,607,075
Total Revenues	\$ 2,739,766	\$2,736,290	\$ 4,577,100

PW&P – Community Redevelopment -- 7540

Community Redevelopment BUDGET 7540 Special Revenue Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 30,791	\$ 31,525	\$ -	\$ (31,525)	-100%
Other Financing Uses	-	8,000	-	(8,000)	-100%
Total Appropriations	\$ 30,791	\$ 39,525	\$ -	\$ (39,525)	-100%
<u>Revenues</u>					
Taxes	\$ 15,513	\$ 39,525	\$ -	\$ (39,525)	-100%
Rev From Use of Money & Prop	5,510	-	-	-	-100%
Total Revenues	\$ 21,024	\$ 39,525	\$ -	\$ (39,525)	-100%
<u>Net County Cost</u>	\$ 9,767	\$ -	\$ -	\$ -	-100%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary				-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PW&P – COMMUNITY REDEVELOPMENT - 7540

OVERVIEW

The Board of Supervisors established the Community Redevelopment budget on June 13, 1995, to comply with the requirements of State law and provide funding for redevelopment activities within the unincorporated areas of Fresno County. The Board of Supervisors served as the Board of Directors of the Fresno County Redevelopment Agency. Functions funded in this budget included the Redevelopment Agency administrative functions and administration of the Friant Redevelopment Plan. Under Assembly Bill x1 26, as confirmed in California Supreme Court decision in CRA v. Matosantos on December 29, 2011, all redevelopment agencies in California were dissolved as of February 1, 2012. Due to the dissolution, the Fresno County Redevelopment Agency budget is no longer funded.

On March 27, 2012, your Board, sitting as the Governing body of the Successor Agency to the Fresno County Redevelopment Agency approved the Recognized Obligation Payment Schedule (ROPS) for the remaining costs associated with the dissolution of the former agency. These costs are funded using the assets of the former agency. Once close-out obligations are satisfied, any remaining assets will be distributed according to formulas consistent with normal property tax distributions.

PW&P – Parks & Grounds -- 7910

Parks And Grounds BUDGET 7910 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,606,854	\$ 1,438,237	\$ 1,625,512	\$ 187,275	13%
Services and Supplies	967,825	950,636	927,411	(23,225)	-2%
Other Charges	992	1,054	992	(62)	-6%
Total Appropriations	\$ 2,575,671	\$ 2,389,927	\$ 2,553,915	\$ 163,988	7%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 16,457	\$ 27,200	\$ 10,500	\$ (16,700)	-61%
Charges For Services	1,411,259	987,159	1,005,021	17,862	2%
Miscellaneous Revenues	7,711	-	-	-	-100%
Intrafund Revenue	245,939	214,777	285,133	70,356	33%
Total Revenues	\$ 1,681,365	\$ 1,229,136	\$ 1,300,654	\$ 71,518	6%
<u>Net County Cost</u>	\$ 894,306	\$ 1,160,791	\$ 1,253,261	\$ 92,470	8%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	20	16	17	1	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PW&P - PARKS AND GROUNDS – 7910

FUNCTION

The Parks and Grounds Maintenance Section of the Resources Division of the Department of Public Works and Planning operates and maintains all regional County parks, campgrounds, fishing areas, Veterans Liberty Cemetery, and the County Cemetery. Additionally, the grounds for many County facilities, including Courthouse Park and the 10th Street, Juvenile Justice, and University Medical Center campuses are cared for by this section of the Department. Parks and Grounds also maintain scenic drives along Kearney Boulevard and Van Ness Boulevard. Additionally the section maintains the landscape at American Avenue and Southeast Regional landfills. The section also administers the Fish and Game Propagation Fund, Off-Highway Fund, and State grants, including the 2000 Parks Bond, 2002 Parks Bond, Department of Boating and Waterways, and Wildlife Conservation Board grants. The section also provides staff support to the Historic Parks Advisory Committee and the Recreation and Wildlife Commission.

OVERVIEW

The FY 2012-13 Recommended Budget appropriations of \$2,553,915 reflect a 7% (\$163,988) increase over the FY 2011-12 Adopted Budget. The FY 2012-13 Recommended Budget revenues of \$1,300,654 reflect a 6% (\$71,518) increase over the FY 2011-12 Adopted Budget. Staffing is recommended at 17 positions, an increase of 1 position over the FY 2011-12 Adopted Budget. No salary savings have been used in calculating Regular Salaries (Account 6100) in the recommended budget with the concurrence of the County Administrative Office.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The department is requesting the addition of a Senior Staff Analyst position to fill the vacancy created in January 2009 when the Parks Superintendent retired which left no administrative positions in the Org. Over the last three years the administration of Parks, including grant administration, has primarily been accomplished by staff after hours and on weekends as the Parks budget did not contain sufficient funding for those activities.

The decrease in field staff hours over the past three years continues to result in significant reductions in service levels to all County parks and ground areas, including seasonal closures (October – February) of parks such as Los Gatos, Skaggs, and Laton. The reduced service level is visible in the decline of turf, tree and shrub maintenance, facilities (restroom cleanliness and supplies), graffiti abatement and litter removal. Staffing at areas such as Courthouse Park, Lost Lake, Veteran's Cemetery and Kearney will continue at the reduced rate of two or three days per-week.

Salaries and Benefits

- Salaries and Benefits, recommended at \$1,605,512, represent a 13% (\$187,275) increase over FY 2011-12 due primarily to the requested addition of a Senior Staff Analyst position and increased retirement rates and the difference between budget instructions and actual costs in the current year.

Services and Supplies

- Services and Supplies reflect a 2% (\$23,225) decrease from FY 2011-12, primarily due to a decrease in Internal Service Fund (ISF) rates. All backup fleet equipment has been turned in and only a minimal amount of equipment will be used for services in FY 2012-13. Minimal funding is recommended for building or equipment repair and maintenance.

Other Charges

- Other Charges reflect a 6% (\$62) decrease from FY 2011-12.

Recommended funding includes:

- Mandated fees for China Creek Drainage Assessment.

SUMMARY OF REVENUES

- Revenues are recommended at \$1,300,654, a 6% (\$71,518) increase over FY 2011-12 Adopted Budget.
 - Use of Money and Property - Represents a 61% (16,700) decrease from the FY 2011-12 Adopted Budget.
 - Charges for Services - Represents a 2% (\$17,862) increase over the FY 2011-12 Adopted Budget.
 - Intrafund Revenues - Represents a 33% (\$70,356) increase over the current year in charges for landscape maintenance for County facilities in accordance with user requested service levels.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Revenue from the Use of Money			
3400 – Rents and Concessions	27,200	27,200	10,500
Total	\$ 27,200	\$ 27,200	\$ 10,500
Acct # - Charges for Services			
5040 – Services to Other County Depts	732,459	732,459	773,521
5055 – Parks and Rec Fees	254,700	254,700	231,500
Total	\$ 987,159	\$ 987,159	\$ 1,005,021
Acct # - Intrafund			
5990 – Interfund Revenue	214,777	214,777	285,133
Total	\$ 214,777	\$ 214,777	\$ 285,133
Total Revenues	\$ 1,229,136	\$ 1,229,136	\$ 1,300,654

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	0	1	\$ 64,068
3080	Office Assistant III	1153	1	1	34,814
5215	Parks Groundskeeper I	840	1	1	22,932
5220	Parks Groundskeeper II	965	1	1	30,498
5221	Parks Groundskeeper III	1099	8	8	278,096
5235	Parks Maintenance Worker	1299	1	1	41,054
5241	Parks Services Supervisor	1513	2	2	95,628
5244	Tree Trimmer II	1200	<u>2</u>	<u>2</u>	<u>75,816</u>
Subtotal			16	17	\$ 642,906
Bilingual Pay					<u>1,200</u>
TOTAL REGULAR SALARIES					\$ 644,106

RECOMMENDED POSITION TO ADD (Effective July 23,2012)

<u>JCN</u>	<u>TITLE</u>	<u>BAND/ RANGE</u>	<u>POSITION</u>	<u>SALARIES & BENEFITS</u>
2294	Senior Staff Analyst	F	<u>1</u>	<u>\$ 102,850</u>
	Cost of Position Recommended to Add		1	\$ 102,850

PW&P – Off Highway License Fund -- 7920

Off Highway License BUDGET 7920 Special Revenue Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 127	\$ 100,518	\$ 16,308	\$ (84,210)	-84%
Other Financing Uses	76,500	86,500	8,000	(78,500)	-91%
Total Appropriations	\$ 76,627	\$ 187,018	\$ 24,308	\$ (162,710)	-87%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 5,601	\$ 300	\$ 240	\$ (60)	-20%
Intergovernment Revenues - St	9,915	6,000	10,000	4,000	67%
Total Revenues	\$ 15,516	\$ 6,300	\$ 10,240	\$ 3,940	63%
<u>Revenues (Over)/Under Expenditures</u>	\$ 61,111	\$ 180,718	\$ 14,068	\$ (166,650)	-92%
Use of Available Fund Balance	(61,111)	(180,718)	(14,068)	166,668	-92%
<u>Budgetary Fund Balance</u>	\$ 0	\$ -	\$ -	\$ 18	
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PW&P - OFF-HIGHWAY LICENSE FUND – 7920

FUNCTION

The Off-Highway Vehicle (OHV) 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 2012-13 Recommended Budget appropriations of \$24,308 reflect an 87% (\$162,710) decrease from the FY 2011-12 Adopted Budget, and the FY 2012-13 Recommended Budget revenues of \$10,240 reflect a 63% (\$3,940) increase over FY 2011-12. 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 recommends funding of a request by the Sierra National Forest in the amount of \$4,070 and the request by the Sequoia National Forest in the amount of \$2,000.

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 under \$30,000 at the end of the fiscal year.

Services and Supplies

- Services and Supplies reflect an 84% (\$84,210) decrease from FY 2011-12. There are two new projects in the amount of \$6,070 recommended for funding and a carry-over project of \$10,040 from FY 2011-12. 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.

Recommended funding includes:

- United States Department of Agriculture, High Sierra Ranger District funding (\$4,070) to purchase Personal Protective Equipment for volunteers to use when maintaining OHV trails within Fresno County.
- United States Department of Agriculture, Sequoia Hume Lake Ranger District funding (\$2,000) to purchase Personal Protective Equipment for volunteers to use when maintaining OHV trails in the portions of the Sequoia National Forest within Fresno County.
- United States Department of Agriculture, Sequoia Hume Lake Ranger District funding (\$10,040) to fund equipment needed to maintain Off-Highway access roads in the portion of the forest within Fresno County. This agreement was executed on January 31, 2012 and extends into FY 2012-2013.
- Account 7287, PeopleSoft Financial Charge represents a 17% (\$34) increase over the current year.

Other Charges

- A total of \$8,000 is recommended for transfer to the Sheriff's Department in FY 2012-13.

Recommended funding includes:

- Fresno County Sheriff's Department for maintenance of off-road equipment used in enforcement of off-road regulations (\$8,000).

SUMMARY OF REVENUES

- Revenues are recommended at \$10,240, a 63% (\$3,940) increase over FY 2011-12.
- Use of Money and Property – Represents a decrease of 20% (\$60) in interest earnings on accumulated funds. Revenues are estimated at a decrease from FY 2011-12 due to a decrease in the level of reserves and the decrease in earnings on accumulated funds.
- Intergovernmental Revenues-State – Revenues are estimated at a 67% (\$4,000) increase over FY 2011-12. Revenues generated from Vehicle License Fees are estimated at an increased level based on FY 2011-12 actual vehicle registration fees.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Revenue from the Use of Money			
3380 – Interest	300	300	240
Total	\$ 300	\$ 300	\$ 240
Acct # - Intergovernment Revenues-State			
3575 – State-Other	6,000	6,000	10,000
Total	\$ 6,000	\$ 6,000	\$ 10,000
Total Revenues	\$ 6,300	\$ 6,300	\$ 10,240

PW&P – Fish & Game Propagation -- 4350

Fish And Game Propagation BUDGET 4350 Special Revenue Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Services and Supplies	\$ 2,422	\$ 3,874	\$ 4,852	\$ 978	25%
Total Appropriations	\$ 2,422	\$ 3,874	\$ 4,852	\$ 978	25%
<u>Revenues</u>					
Fines, Forfeitures & Penalties	\$ 6,066	\$ 4,176	\$ 5,100	\$ 924	22%
Rev From Use of Money & Prop	231	224	180	(44)	-20%
Total Revenues	\$ 6,297	\$ 4,400	\$ 5,280	\$ 880	20%
<u>Revenues (Over)/Under Expenditures</u>	\$ (3,875)	\$ (526)	\$ (428)	\$ 98	-19%
Increase/(Decrease-I.e. Use of) Reserve	3,875	526	428	(98)	-19%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ -	
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 of that code 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 2012-13 Recommended Budget appropriations of \$4,852 reflect a 25% (\$978) increase over the FY 2011-12 Adopted Budget. The FY 2012-13 Recommended Budget revenues of \$5,280 reflect a 20% (\$880) increase over the FY 2011-12 Adopted Budget. Projects totaling \$4,650 are recommended by the Recreation and Wildlife Commission for two organizations for planned wildlife conservation and propagation activities during FY 2012-13.

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 25% (\$978) increase over the current year and include \$4,852 for projects and PeopleSoft Financial charges. The following projects are recommended by the Recreation and Wildlife Commission for FY 2012-13.

Recommended funding includes:

- Critter Creek Wildlife Station (\$1,150) to fund a renovation project on large outdoor kennels used to rehabilitate large mammals.
- Central Valley Sportsman's Club (\$3,500) to sponsor an annual fishing derby at Woodward Park that allows Fresno area children an opportunity to catch a fish or two and promote outdoor recreation.

SUMMARY OF REVENUES

- Recommended revenues of \$5,280 represent a 20% (\$880) increase over the current year.
 - Fines, Forfeitures and Penalties – Estimated at \$5,100, a 22% (\$924) increase from the current year.
 - Use of Money and Property – Estimated at a decrease of 20% (\$44) from the current year based on the outstanding fund balance.

PW&P – Fish & Game Propagation -- 4350

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Fines, Forfeitures, & Penalties			
3302 – Fish and Game Fines	4,176	4,176	5,100
Total	\$ 4,176	\$ 4,176	\$ 5,100
Acct # - Revenue from the Use of Money			
3380 – Interest	224	224	180
Total	\$ 224	\$ 224	\$ 180
Total Revenues	\$ 4,400	\$ 4,400	\$ 5,280

PW&P – Support Services -- 4365

PW&P - Support Services BUDGET 4365 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 2,204,922	\$ 2,233,706	\$ 2,285,076	\$ 51,370	2%
Services and Supplies	334,812	364,582	361,816	(2,766)	-1%
Total Appropriations	\$ 2,539,735	\$ 2,598,288	\$ 2,646,892	\$ 48,604	2%
<u>Revenues</u>					
Charges For Services	\$ 2,034,022	\$ 2,142,193	\$ 2,248,758	\$ 106,565	5%
Miscellaneous Revenues	808	-	-	-	0%
Intrafund Revenue	504,905	456,095	398,134	(57,961)	-13%
Total Revenues	\$ 2,539,735	\$ 2,598,288	\$ 2,646,892	\$ 48,604	2%
<u>Net County Cost</u>	\$ (0)	\$ -	\$ -	\$ -	
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	25	24	24	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 graphic 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 system area is responsible for the data processing functions which includes the coordination of ordering of hardware and software, and oversight of upgrades and conversions of the various software utilized in the department. The data system area also administers and maintains the Geographical Information System (GIS), the department's permitting system (Amanda), and the department's website.

OVERVIEW

The FY 2012-13 Recommended Budget of \$2,646,892 reflects a 2% (\$48,604) increase in appropriations and revenues over the FY 2011-12 Adopted Budget due to increases in benefit rates. Staffing is recommended at 24 positions.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The data system area is in the process of implementing a survey which will allow customers to rate services provided by the Department of Public Works and Planning.

Salaries and Benefits

- Salaries and Benefits, recommended at \$2,285,076 represents a 2% (\$51,370) increase over the current year due to increases in benefit rates and the difference between the current year budget and actual salaries.

Recommended funding includes:

- Account 6200, Extra-Help decreased from the current year by 87% (\$32,000) due to changes in staffing needs.
- Account 6400, Retirement Contributions increased over the current year by 9% (\$60,117) due to increased contribution rates and the difference between budget instructions and actual costs in the current year.

Services and Supplies

- Services and Supplies, recommended at \$361,816 represent a 1% (\$2,766) decrease from FY 2011-12.
 - Account 7040, Telephone Charges decreased from the current year by 45% (\$6,397) due to the use of the new County telephone system.
 - Account 7345, Facility Services Charges increased over the current year by 18% (\$4,670) due to rate increases from ISD.

SUMMARY OF REVENUES

- Revenues recommended at \$2,646,892 represent a 2% (\$48,604) increase over FY 2011-12 due to an increase in operational costs and the difference between budget instructions and actual costs in the current year, resulting in an increase in billable charges.
- Charges for Services – Estimated at \$2,248,758, an increase over the current year of 5% (\$106,565) due to operational cost increases.
- Intrafund Revenue – Estimated at \$398,134, a decrease from the current year of 13% (\$57,961) due to decreased services provided to other divisions as a result of decreases in grant funding.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Charges for Services			
5040 – Services to Other County Dept.	2,142,193	2,142,193	2,248,758
Total	\$ 2,142,193	\$ 2,142,193	\$ 2,248,758
Acct # - Intrafund			
5990 – Intrafund Revenue	456,095	456,095	398,134
Total	\$ 456,095	\$ 456,095	\$ 398,134
Total Revenues	\$ 2,598,288	\$ 2,598,288	\$ 2,646,892

PUBLIC WORKS AND PLANNING - 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	\$ 82,004
2240	Senior Systems & Procedures Analyst	2423	1	1	76,570
2291	Staff Analyst I	1597	1	1	50,478
2293	Staff Analyst III	2048	2	2	129,480
2294	Senior Staff Analyst	F	1	1	69,446
2356	PW & P Business Manager	E	1	1	75,010
3080	Office Assistant III	1049	3	3	104,442
3205	Account Clerk II	986	1	1	29,846
3255	Senior Accountant	2036	1	1	64,350
3260	Account Clerk III	1106	4	4	146,744
3262	Supervising Accountant	2220	2	2	138,033
3265	Principal Accountant	F	1	1	73,060
3620	Program Technician I	1246	1	1	41,340
3621	Program Technician II	1393	1	1	46,254
3623	Program Technician II-Conf.	1416	1	1	46,994
3705	Information Technology Analyst II	1638	1	1	56,082
3707	Information Technology Analyst IV	2302	1	1	72,748
Subtotal			24	24	\$ 1,302,881
Bilingual Pay					1,200
TOTAL REGULAR SALARIES					\$ 1,304,081

Resources BUDGET 9015 Enterprise Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	\$ 2,014,340	\$ 2,037,592	\$ 2,118,550	\$ 80,958	4%
Services and Supplies	599,357	1,960,504	2,567,642	607,138	31%
General Fixed Assets	-	400,000	400,000	-	0%
Total Appropriations	\$ 2,613,697	\$ 4,398,096	\$ 5,086,192	\$ 688,096	16%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 3,948	\$ 2,968	\$ 2,000	\$ (968)	-33%
Intergovernment Revenue-Other	865,093	2,372,909	1,772,898	(600,011)	-25%
Charges For Services	1,765,846	2,283,212	2,647,831	364,619	16%
Miscellaneous Revenues	148	-	-	-	0%
Other Financing Sources	111,036	776,000	712,266	(63,734)	-8%
Total Revenues	\$ 2,746,071	\$ 5,435,089	\$ 5,134,995	\$ (300,094)	-6%
Revenues (Over)/Under Expenses	\$ (132,374)	\$ (1,036,993)	\$ (48,803)	\$ 988,190	-95%
Increase/(Decrease-i.e. Use of) Reserve	132,374	1,036,993	48,803	(988,190)	-95%
Budgetary Balance	0	-	-	-	
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	21	20	20	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PW&P-RESOURCES – 9015

FUNCTION

The Resources Section of the Department of Public Works and Planning is responsible for the operation and regulatory compliance for one operating disposal site (American Avenue), one disposal site in the process of being permanently closed (Coalinga), one clean-closed disposal site (Mendota), and post closure maintenance and regulatory compliance for four closed disposal sites (Blue Hills, Southeast Regional Disposal Site (SER), Del Rey and Riverdale). Resources provide 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 area, and administration of various grants. Additionally, staff support is provided for the Fresno County Zoo Authority, Indian Gaming and Parks and Grounds administration.

OVERVIEW

The FY 2012-13 Recommended Budget appropriations of \$5,086,192 reflect a 16% (\$688,096) increase over the FY 2011-12 Adopted Budget. Estimated revenues of \$5,134,995 reflect a 6% (\$300,094) decrease from the FY 2011-12 Adopted Budget. Staffing is recommended at 20 positions, the same as FY 2011-12. Salary savings of 3% (\$36,325) plus related benefits (\$22,274) is included in Salaries and Benefits.

The County continues to use American Avenue Disposal Site Enterprise Fund tipping fee reserve funds to provide the Board-approved \$40 Coupon Program for "Bulky Item" clean-up services. The FY 2012-13 Recommended Budget includes approximately \$700,000 for the Bulky Item "Coupon" Program, which represents a 3% (\$20,000) increase over the FY 2011-12 Adopted Budget.

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The FY 2012-13 Recommended Budget continues to reflect funding for a Community Clean-Up "Voucher" Program. To date staff has issued in excess of 5,400 vouchers or coupons to residents and businesses in the unincorporated area of Fresno County.

To satisfy Title 22 of the California Code of Regulations, the California Department of Toxic Substances is requiring a modification to the financial assurance mechanism provided by the County for post closure operations at the Blue Hills landfill. A letter of credit supported by a trust was provided through a loan from Risk Management. Repayments over three years are from the General Fund, appropriated in Org 4360, and passed through this budget for tracking purposes.

Salaries and Benefits

- Salaries and Benefits represent a 4% (\$80,958) increase over the current year primarily due to differences between budget instructions and actual costs in the current year. Staffing is recommended at 20 positions.

Recommended funding includes:

- Account 6100, Regular Salaries reflects an increase over the current year of 3% (\$30,560).
- Account 6200, Extra-Help reflects a decrease from the current year of 14% (\$11,000) based on current year activity.

- Account 6400, Retirement Contributions reflects an increase over the current year of 10% (\$57,988) due in part to higher contribution rates.
- Account 6550, Workers' Compensation reflects an increase over the current year of 135% (\$11,437) based on rates provided by Risk Management.

Services and Supplies

- Services and Supplies reflect an increase of 31% (\$607,138) over the current year adopted budget.

Recommended funding includes:

- Account 7295, Professional and Specialized Services reflects an increase over the current year of 14% (\$185,687) due to: 1) a request by the 16 jurisdiction AB 939 Committee to provide two household hazardous waste events a year instead of one; and 2) to fund consultant costs for increased regulatory requirements to monitor the landfills, and allow the County to meet AB 939, AB 32, and AB 341 regulatory requirements.
- Account 7296, Data Processing Services reflects an increase over the current year of 15% (\$12,486) based on rates provided by ITSD.
- Account 7400, Special Department Expense reflects an increase over the current year of 425% (\$479,035) for the Blue Hills Disposal site to demonstrate Financial Assurance for the regulatory approved estimated Postclosure amount, as required by California Code of Regulations Title 22 § 66264.145.

Fixed Assets

- Fixed Assets, recommended at \$400,000 represents a re-appropriation of costs associated with the preparation and development of the new Regional Household Hazardous Waste (HHW) Permanent Facility.

(1) HHW Permanent Facility.....\$400,000....Preparation and Development of HHW Facility

SUMMARY OF REVENUES

- Revenues are recommended at \$5,134,995, a 6% (\$300,094) decrease from the current year adopted budget.
 - Revenue from Use of Money and Prop – Estimated at a 33% (\$968) decrease from the current year based on a reduced interest rate.
 - Intergovernmental Revenues-Other – Estimated at a 25% (\$600,011) decrease from the current year due to staff's overestimation of revenue for current year.
 - Charges for Services – Estimated at a 16% (\$364,619) increase which includes funding for the Blue Hills Disposal Site Financial Assurance.
 - Other Financing Sources – Estimated at an 8% (\$63,734) 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.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Revenue from the Use of Money			
3380 – Interest	2,968	2,968	2,000
Total	\$ 2,968	\$2,968	\$ 2,000
Acct # -Intergovernment Revenues – Other			
4841 – Other Governmental Agencies	2,372,909	2,372,909	1,772,898
Total	\$ 2,372,909	\$2,372,909	\$ 1,772,898
Acct # - Charges for Services			
4910 – Planning & Engineering Services	2,220	0	0
5040 – Service to Other County Depts	2,280,992	\$2,280,992	2,647,831
Total	\$ 2,283,212	\$2,280,992	\$ 2,647,831
Acct # - Other Financing Sources			
5959 – Transfer from Trust Fund	776,000	\$776,000	712,266
Total	\$ 776,000	\$776,000	\$ 712,266
Total Revenues	\$ 5,435,089	\$5,432,869	\$ 5,134,995

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. On December 2011, a Request for Proposals was issued for a consultant to assist with the design of the HHW Facility. Phase One will be the construction of the facility which staff anticipates to be completed by the end of 2013. Phase Two will consist of the permitting, development of operational plans and procedures and development of the operating protocols, anticipated to be completed simultaneously with Phase One. Phase Three will be the staffing and start-up operation of the facility by the consultant. Staff anticipates that the facility will be open to the public starting by the end of the first quarter of calendar 2014.

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	\$ 102,908
1133	Senior Engineering Technician	1957	2	2	129,896
1134	Senior Engineer	2845	1	1	89,908
1140	Engineering Technician II	1707	2	2	113,308
1141	Principal Engineer	3129	1	1	95,606
2291	Staff Analyst I	1597	1	1	43,598
2292	Staff Analyst II	1774	1	1	54,739
2293	Staff Analyst III	2048	4	4	258,960
2294	Senior Staff Analyst	F	1	1	69,706
2297	Principal Staff Analyst	E	1	1	72,280
3080	Office Assistant III	1049	1	1	34,814
3110	Office Assistant II	940	1	1	28,231
3260	Account Clerk III	1106	1	1	36,686
3620	Program Technician I	1246	1	1	34,016
3621	Program Technician II	1393	1	1	45,569
Subtotal			20	20	\$ 1,210,225
Bilingual Pay					600
Less Salary Savings (3%)					(36,325)
TOTAL REGULAR SALARIES					\$ 1,174,500

PW&P – Disposal Sites (9020,9023,9024,9026,9028) -- 9020

Southeast Regional Disposal BUDGET 9020 Enterprise Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 351,777	\$ 725,999	\$ 734,109	\$ 8,110	1%
Total Appropriations	\$ 351,777	\$ 725,999	\$ 734,109	\$ 8,110	1%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 17,123	\$ 17,000	\$ 12,000	\$ (5,000)	-29%
Charges For Services	-	-	9,981	9,981	100%
Miscellaneous Revenues	309,711	273,000	297,500	24,500	9%
Total Revenues	\$ 326,834	\$ 290,000	\$ 319,481	\$ 29,481	10%
<u>Revenues (Over)/Under Expenses</u>	\$ 24,943	\$ 435,999	\$ 414,628	\$ (21,371)	-5%
Increase/(Decrease-i.e. Use of) Reserve	(24,943)	(435,999)	(414,628)	21,539	-5%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ 168	
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PW&P – Disposal Sites (9020,9023,9024,9026,9028) -- 9020

Fresno-Clovis Metro Solid Waste BUDGET 9023 Enterprise Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Services and Supplies	\$ 186	\$ 331	\$ 344	\$ 13	4%
Total Appropriations	\$ 186	\$ 331	\$ 344	\$ 13	4%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 444	\$ 331	\$ 344	\$ 13	4%
Total Revenues	\$ 444	\$ 331	\$ 344	\$ 13	4%
<u>Revenues (Over)/Under Expenses</u>	\$ (257)	\$ -	\$ -	\$ -	0%
Increase/(Decrease-i.e. Use of) Reserve	257	-	-	-	0%
<u>Budgetary Balance</u>	\$ (0)	\$ -	\$ -	\$ -	
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary				-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PW&P – Disposal Sites (9020,9023,9024,9026,9028) -- 9020

Shaver Lake Transfer Station BUDGET 9024 Enterprise Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Services and Supplies	\$ 599	\$ -	\$ -	\$ -	-100%
Total Appropriations	\$ 599	\$ -	\$ -	\$ -	-100%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 5	\$ -	\$ -	\$ -	-100%
Other Financing Sources	90	-	-	-	-100%
Total Revenues	\$ 95	\$ -	\$ -	\$ -	-100%
<u>Net County Cost</u>	\$ 504	\$ -	\$ -	\$ -	-100%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PW&P – Disposal Sites (9020,9023,9024,9026,9028) -- 9020

American Ave Disposal Site BUDGET 9026 Enterprise Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,674,607	\$ 1,707,484	\$ 1,745,122	\$ 37,638	2%
Services and Supplies	6,356,362	10,323,429	10,423,933	100,504	1%
General Fixed Assets	1,863,043	5,665,850	1,290,000	(4,375,850)	-77%
Total Appropriations	\$ 9,894,012	\$ 17,696,763	\$ 13,459,055	\$ (4,237,708)	-24%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 664,259	\$ 632,302	\$ 529,840	\$ (102,462)	-16%
Charges For Services	6,340,550	8,003,248	9,065,285	1,062,037	13%
Miscellaneous Revenues	18,980	2,000	2,000	-	0%
Other Financing Sources	247,950	-	-	-	0%
Total Revenues	\$ 7,271,738	\$ 8,637,550	\$ 9,597,125	\$ 959,575	11%
<u>Revenues (Over)/Under Expenses</u>	\$ 2,622,273	\$ 9,059,213	\$ 3,861,930	\$ (5,197,283)	-57%
Increase/(Decrease-i.e. Use of) Net Assets	(2,622,273)	(9,059,213)	(3,861,930)	5,199,933	-57%
<u>Budgetary Balance</u>	0	-	-	2,650	
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	22	21	21	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PW&P – Disposal Sites (9020,9023,9024,9026,9028) -- 9020

Coalinga Disposal Site BUDGET 9028 Enterprise Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
FISCAL SUMMARY					
<u>Appropriations</u>					
Services and Supplies	\$ 221,818	\$ 2,345,705	\$ 2,149,881	\$ (195,824)	-8%
Total Appropriations	\$ 221,818	\$ 2,345,705	\$ 2,149,881	\$ (195,824)	-8%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 1,239	\$ -	\$ -	\$ -	0%
Charges For Services	-	-	16,743	16,743	0%
Miscellaneous Revenues	646	-	-	-	0%
Other Financing Sources	600	-	-	-	0%
Total Revenues	\$ 2,485	\$ -	\$ 16,743	\$ 16,743	0%
Revenues (Over)/Under Expenses	\$ 219,333	\$ 2,345,705	\$ 2,133,138	\$ (212,567)	-9%
Increase/(Decrease)-i.e. Use of Reserve	(219,333)	(2,345,705)	(2,133,138)	212,567	-9%
Budgetary Balance	(0)	-	-	-	
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary				-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

DISPOSAL SITES AND TRANSFER STATION – 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. Financing for the one open and two closed disposal sites is funded through three individual enterprise funds and are detailed in three separate budgets (9020, 9026, and 9028). In addition, the Fresno-Clovis Metropolitan Solid Waste Commission is financed through a separate enterprise fund (9023).

Recommended funding for operation of the three disposal sites continues to be directed by State legislative action in terms of surcharges payable to the State for solid waste activities, mandated planning, and regulatory requirements.

OVERVIEW

Southeast Regional Disposal Site (SER) 9020 Budget – The FY 2012-13 Recommended Budget appropriations of \$734,109 reflect a 1% (\$8,110) increase over the FY 2011-12 Adopted Budget. The FY 2012-13 Recommended Budget revenues of \$319,481 reflect a 10% (\$29,481) increase over the FY 2011-12 Adopted Budget. Funding provides for mandated on-going postclosure 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 \$414,628 will be required to balance the FY 2012-13 Recommended Budget.

Fresno-Clovis Metropolitan Solid Waste Commission (FCM/SWC) 9023 Budget – The FY 2012-13 Recommended Budget of \$344 reflects a 4% (\$13) increase over the FY 2011-12 Adopted Budget, due primarily to an increase in Countywide cost allocations.

Shaver Lake Transfer Station 9024 Budget – The Transfer Station is operated and financed by a third party private contract.

American Avenue Disposal Site 9026 Budget – The FY 2012-13 Recommended Budget appropriations of \$13,459,055 reflect a 24% (\$4,237,708) decrease from the FY 2011-12 Adopted Budget. The FY 2012-13 Recommended Budget revenues of \$9,597,125 reflect a 11% (\$959,575) increase over the FY 2011-12 Adopted Budget. Recommended funding assumes operating the disposal site with tonnages averaging 1,100 tons per day. Reserves from the American Avenue Disposal Site Fund 0700 in the amount of \$3,861,930 will be required to balance the FY 2012-13 Recommended Budget.

Funding includes \$500,000 for the acquisition of properties to provide buffer land for the American Avenue Disposal Site. Recommended funding also includes \$520,000 for the installation of landfill gas migration remediation technology, \$110,000 for the replace of an inbound truck scale, and \$110,000 for the purchase and installation of diesel particulate filters for site heavy equipment to meet California Air Resource Board requirements.

Staffing is recommended at 21 positions. Salary savings of 3% (\$23,871) and related benefits (\$19,703) are included in Salaries and Benefits.

Coalinga Disposal Site 9028 Budget – The FY 2012-13 Recommended Budget appropriations of \$2,149,881 reflect an 8% (\$195,824) decrease from the FY 2011-12 Adopted Budget. Reserves from the Coalinga Disposal Site Fund 0710 in the amount of \$2,133,138 will be required to balance the FY 2012-13 Recommended Budget and to fund mandated closure activities. After closure activities are complete, the 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 Postclosure Maintenance Plans, to 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 the CQA services.

American Avenue Disposal Site Phase III Modules 4, 5 & 6 Landfill Expansion: The expansion is required to comply with the fill sequence plan developed by Shaw Environmental & Infrastructure Inc. for the preparation of the Phase I reclamation project (removal of waste from the 30 acres of unlined area) and to comply with Title 27 CCR requirements.

American Avenue Disposal Site Phase III Modules 1 & 2 Landfill Gas Collection and Control System Expansion Project: The project is required to be in place by April 1, 2013 in order to comply with Title 40 code of Federal Regulations (CFR) pertaining to landfill gas control.

Salaries and Benefits (9026 only)

- Salaries and Benefits, recommended at \$1,745,122, represent an 2% (\$37,638) increase from FY 2011-12. All Salaries and Benefits are budgeted in Org. 9026 for FY 2012-13.

Recommended funding includes:

- Funding is included for 21 positions at the American Avenue Disposal Site.
- Account 6100, Regular Salaries reflects an increase over the current year of 3.5% (\$26,706) due to step increases and the difference between budget instructions and actual costs in the current year.
- Account 6200, Extra-Help reflects a decrease from the current year of 14% (\$16,000) based on current year activity.
- Account 6300, Overtime reflects a decrease from the current year of 21% (\$15,000) based on projected workload.
- Account 6350, Unemployment Insurance reflects a decrease from the current year of 23% (\$4,765) based on rates provided by Risk Management.
- Account 6400, Retirement Contributions reflects an increase over the current year of 11% (\$40,866) due to higher contribution rates and the difference between budget instructions and actual costs in the current year.
- Account 6500, OASDI reflects a decrease from the current year of (\$329) due to reductions in overtime and extra-help.
- Account 6550, Workers' Compensation reflects an increase over the current year of less than 1% (\$1,442) based on rates provided by Risk Management.

Services and Supplies (9020-9028 inclusive)

- Services and Supplies represent a 1% (\$87,197) decrease from FY 2011-12 due to a decrease in Professional and Specialized Services in the Coalinga Disposal Site budgets.

Recommended funding includes:

- Account 7295, Professional and Specialized Services reflects a decrease from the current year of 3% (\$281,574) due to the closure of Coalinga Disposal Site and consultant services for the American Avenue Disposal Site.
- Account 7400, Special Departmental Expense reflects an increase over the current year of 1% (\$249,693). The variance is due to an increase in the Assembly Bill 939 surcharge which is used to fund the development of the County's Household Hazardous Waste Facility and program.

Fixed Assets

Total = \$1,290,000 (All Fixed Assets are in American Avenue Disposal Site Org. 9026)

- (1) Weight Scale.....\$110,000 Replacement to existing scale
- (1) Piezo Penetrometer Test Collector.....\$220,000 New - Mandated-Regulatory-Safety
(landfill gas migration testing device)
- (1) Gas Monitor\$13,000 Replacement - Safety
- (1) Flare Blower Motor.....\$20,000 New-Regulatory
- (3) Diesel Particulate Filter\$110,000 New-Regulatory
- (1) Weather Station\$17,000 New-Regulatory - Safety
- (1) Land Acquisition.....\$500,000 New-Acquire Adjacent Property
- (1) Vapor Extraction System\$300,000 New-Regulatory Phase II perimeter

SUMMARY OF REVENUES

- Revenues are recommended at \$9,933,693, an 11% (\$1,005,812) increase over FY 2011-12 Adopted Budget.
- Revenue From Use of Money & Prop – Estimated at a decrease of 17% (\$107,449) due to lower cash balances and lower interest rates.
- Miscellaneous Revenues – Estimated at an increase of 9% (\$24,500) based on current year levels

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Revenue from the Use of Money			
3380 - Interest	573,633	573,633	414,684
3404 – Other Rental of Bids & Land	76,000	76,000	127,500
Total	\$ 649,633	\$649,633	\$542,184
Acct # - Charges for Services			
4921 - Recovery of Co Wide Cost Allocation	0	0	26,724
4991 – Refuse Disposal Fees	7,974,848	7,974,848	9,041,285
5040 – Service to Other County Depts	28,400	28,400	24,000
Total	\$8,003,248	\$8,003,248	\$9,092,009
Acct # - Miscellaneous Revenues			
5800 – Other Miscellaneous	275,000	275,000	299,500
Total	\$275,000	\$275,000	\$ 299,500
Total Revenues	\$8,927,881	\$8,927,881	\$ 9,933,693

PENDING FACTORS

The American Avenue Disposal Site fee for disposal was reduced from \$28.80 per ton for general refuse to \$21.25 per ton effective July 7, 2005. Disposal fees for the American Avenue Disposal Site increased from \$21.25 to \$21.60 per ton on February 13, 2009 and \$21.60 to \$21.95 per ton on March 1, 2010. Effective March 1, 2011 the disposal fees for the American Avenue Disposal Site increased from \$21.95 to \$22.30 per ton. 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 tipping fee rate stabilization in the Site Enterprise Fund. Currently, cash reserves as of July 1, 2011 are forecast to be \$66.7 million, approximately \$500,000 short of the recommended \$67.2 million reserve. The reason for the shortfall is due to the recent purchase of several new pieces of landfill equipment in order to comply with Title 17 air emissions standards adopted by the California Air Board. The disposal fee is to be reviewed annually after the prior year audited financial statements are reviewed and analyzed. Based on the review of the FY 2009-10 audited financial statements and future projections of revenue and expenses, a disposal fee increase from the current level of up to \$26.00 per ton may be necessary in the future in order to maintain the recommended prudent reserve of \$67.2 million. Staff continues to make efficiency improvements in the operation in an effort to contain annual cost increases and is researching other avenues of revenue such as the landfill gas to energy project. If the Landfill Gas to Energy Project is successful, staff anticipates the revenues from this project will delay any required tipping fee increase due to rising costs and expenses. It is anticipated the Landfill Gas to Energy Project will be commissioned in June of 2014.

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	\$ 60,424
5402	Disposal Site Attendant I	799	3	3	70,714
5403	Disposal Site Attendant II	900	3	3	85,332
5404	Disposal Site Equipment Operator I	1230	4	4	154,304
5405	Disposal Site Equipment Operator Trainee	967	1	1	26,399
5406	Supervising Disposal Site Attendant	1058	1	1	33,436
5407	Disposal Site Equipment Operator II	1391	6	6	263,952
5408	Disposal Site Lead Supervisor	1600	2	2	101,140
Subtotal			21	21	\$ 795,701
Less Salary Savings (3%)					(23,871)
TOTAL REGULAR SALARIES					\$ 771,830

Special Districts Admin BUDGET 9140 Enterprise Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 1,366,352	\$ 1,578,881	\$ 1,661,292	\$ 82,411	5%
Services and Supplies	312,408	675,891	811,165	135,274	20%
General Fixed Assets	-	35,000	40,000	5,000	14%
Total Appropriations	\$ 1,678,760	\$ 2,289,772	\$ 2,512,457	\$ 222,685	10%
<u>Revenues</u>					
Rev From Use of Money & Prop	\$ 2,819	\$ 2,600	\$ 2,600	\$ -	0%
Charges For Services	1,556,910	2,457,352	2,509,512	52,160	2%
Miscellaneous Revenues	39	-	-	-	-100%
Total Revenues	\$ 1,559,768	\$ 2,459,952	\$ 2,512,112	\$ 52,160	2%
<u>Revenues (Over)/Under Expenses</u>	\$ 118,992	\$ (170,180)	\$ 345	\$ 170,525	-100%
Increase/(Decrease) Reserve for Operations	(118,992)	170,180	(345)	(170,525)	-100%
<u>Budgetary Balance</u>	(0)	-	-	-	
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	14	16	16	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

PW&P - SPECIAL DISTRICTS ADMINISTRATION – 9140

FUNCTION

Public Works and Planning, Special Districts Administration includes the administration of 129 County Service Areas, Maintenance, Lighting, and Waterworks Districts. The activities include the preparation of budgets for the various districts, holding Proposition 218 hearings, 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 2012-13 recommended appropriations of \$2,512,457 reflect a 10% (\$222,685) increase in appropriations over the FY 2011-12 Adopted Budget. The increase in appropriations is primarily due to increases in benefits, Internal Service Funds rates, and the inclusion of appropriations for the Juvenile Justice Campus (JJC) water and sewer operations. The FY 2012-13 recommended revenues of \$2,512,112 reflect a 2% (\$52,160) increase over the FY 2011-12 Adopted Budget. Staffing is recommended at 16 positions. Salary savings of 3% (\$26,586) and related benefits (\$16,943) are included in Salaries and Benefits.

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 all are approved by the various communities, there is a potential of \$22 million available directly to districts for infrastructure improvements within the next two years.

Salaries and Benefits

- Salaries and Benefits, recommended at \$1,661,292, represent a 5% increase (\$82,411) over the current year primarily due to increased benefit rates and the difference between budget instructions and actual costs in the current year.
 - Funding includes 16 positions.
 - Account 6400, Retirement represents a 14% (\$56,519) increase over the current year due in part to increased rates.
 - Account 6550, Workers' Compensation represents a 70% (\$11,370) increase over the current year due to increased rates based on experience factors.

Services and Supplies

- Services and Supplies are recommended at \$811,165 for FY 2012-13. This represents a 20% (\$135,274) increase over FY 2011-12 due to budgeting for JJC water and sewer operation and maintenance, previously budgeted in a separate Org (9030). JJC water and sewer operations will be budgeted in Org 9140 and Internal Services will reimburse actual costs through their cost distributions to current occupants at the campus. Countywide cost allocations have increased by \$53,595 over FY 2011-12 for a total of \$104,287.
 - Account 7286, PeopleSoft Human Resources Charge represents a 3% (\$766) increase over the current year due to increased rates.

- Account 7416, Trans & Travel-Garage represents a 62% (\$35,856) increase over the current year due to increased fuel charges.

SUMMARY OF REVENUES

- Revenues are recommended at \$2,512,112, a 2% (\$52,160) increase over the current year adopted budget. The department has developed new fees for project review and implementation of new or annexations to County Service Areas (CSAs) or Waterworks Districts (WWDs). The department recovers its costs for all services provided to the public, CSAs, WWDs, and to other County departments.
- Revenue From Use of Money & Prop – Estimated at the same level as current year.
- Charges For Services – Estimated at an increase of 2% (\$52,160) due to the inclusion of revenues from the JJC and Westside water and sewer systems in FY 2012-13.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Revenue from the Use of Money			
3380 – Interest	2,600	2,600	2,600
Total	\$ 2,600	\$ 2,600	\$ 2,600
Acct # - Charges for Services			
5040 – Service to Other County Depts	2,453,352	2,453,352	2,508,012
5060 – Other Charges for Current Services	4,000	4,000	1,500
Total	\$ 2,457,352	\$ 2,457,352	2,509,512
Total Revenues	\$ 2,459,952	\$ 2,459,952	\$ 2,512,112

PENDING FACTORS

The department plans for three Proposition 218 rate increase hearings to be held during FY 2012-13. In addition, the Citizen's Advisory Committee (CAC) for CSA 47 – Quail Lakes is evaluating dissolution of their district and to transfer their assets to a private water company (Cal-Water) regulated by the Public Utilities Commission. Cal-Water would own and operate their water and wastewater facilities. The department and County Counsel are coordinating with the CAC on all the necessary processes to ensure it is completed with appropriate notice to the residents and the legal requirements for such a transfer.

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>	
2291	Staff Analyst I	1774	1	1	\$ 55,176
2293	Staff Analyst III	2048	3	3	194,220
2297	Principal Staff Analyst	E	1	1	76,622
5318	Water/Wastewater Specialist I	1601	1	1	43,707
5319	Water/Wastewater Specialist II	1737	4	4	213,803
5320	Supervising Water/Wastewater Specialist	2165	1	1	68,406
5321	Water/Wastewater Specialist III	1885	2	2	119,132
5322	Water/Wastewater Technician	1313	<u>3</u>	<u>3</u>	<u>115,138</u>
Subtotal			16	16	\$ 886,204
	Less Salary Savings (3%)				<u>(26,586)</u>
TOTAL REGULAR SALARIES					\$ 859,618

Local Agency Formation Commission Support -- 4371

LAFCO - Support BUDGET 4371 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 164,564	\$ 168,540	\$ 182,119	\$ 13,579	8%
Other Charges	216,032	216,532	216,532	-	0%
Total Appropriations	\$ 380,596	\$ 385,072	\$ 398,651	\$ 13,579	4%
<u>Revenues</u>					
Charges For Services	\$ 173,744	\$ 168,540	\$ 182,119	\$ 13,579	8%
Total Revenues	\$ 173,744	\$ 168,540	\$ 182,119	\$ 13,579	8%
<u>Net County Cost</u>	\$ 206,852	\$ 216,532	\$ 216,532	\$ -	0%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	2	2	2	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

LOCAL AGENCY FORMATION COMMISSION SUPPORT – 4371

FUNCTION

This budget appropriates funds for Fresno County's contribution to the Local Agency Formation Commission (LAFCo) under the provisions of Assembly Bill 2838 (Statutes of 2000, Chapter 761). Effective July 1, 2001, LAFCo became a separate entity, with the cities and the County each being responsible for one-half of its net operating costs, after adjusting for revenues received directly by LAFCo. Under an agreement approved by the Board of Supervisors in May 2001, and 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 2012-13 Recommended Budget of \$398,651 reflects a 4% (\$13,579) increase over the FY 2011-12 Adopted Budget. Funding represents the salary and benefit costs for LAFCo personnel in accordance with the support services agreement between LAFCo and the County, and the County's financial contribution to LAFCo in accordance with the provisions of Assembly Bill (AB) 2838. The Executive Officer is being compensated directly by LAFCo, and is not a County employee. The two permanent LAFCo employees will remain County employees, until their separation from County service. No salary savings (0%) were utilized in the calculation of Salaries and Benefits.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits, recommended at \$182,119, represent an 8% (\$13,579) increase over the current year primarily due to the difference between budget instructions and actuals for the current year. Staffing is recommended at two positions, no change in positions from the current year.

Recommended funding includes:

- Account 6100, Regular Salaries represents a 7% (\$6,483) increase over the current year.
- Account 6350, Unemployment Insurance represents a 22% (\$454) decrease from the current year primarily due to reduced unemployment experience.
- Account 6400, Retirement Contribution represents a 15% (\$7,051) increase due to increased retirement rates and the difference between budget instructions and actuals in the current year.

Other Charges

- Other Charges of \$216,532 represent the County's contribution to LAFCo under the provisions of AB 2838.

Recommended funding includes:

- The County contribution to LAFCo of \$216,532 remains unchanged from the current year.

SUMMARY OF REVENUES

- Revenues are recommended at \$182,119, an 8% (\$13,579) increase over the current year, which is primarily due to an increase in Salaries and Benefits.
- Charges for Services (\$182,119) – Recommended at an 8% (\$13,579) increase over FY 2011-12 representing reimbursement from LAFCo for salary and benefit costs in accordance with the Support Services Agreement between LAFCo and the County.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Charges for Services			
4914 – LAFCo Fees	168,540	176,144	182,119
Total	\$ 168,540	\$ 176,144	\$ 182,119
Total Revenues	\$ 168,540	\$ 176,144	\$ 182,119

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	1912	1	1	\$ 58,318
3627	LAFCo Technician II	1414	<u>1</u>	<u>1</u>	<u>43,135</u>
Subtotal			2	2	\$ 101,453
TOTAL REGULAR SALARIES					\$ 101,453

Librarian BUDGET 7515 General Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 186,152	\$ 196,088	\$ 202,967	\$ 6,879	4%
Services and Supplies	622	579	744	165	28%
Other Financing Uses	101,560	101,560	101,560	-	0%
Total Appropriations	\$ 288,334	\$ 298,227	\$ 305,271	\$ 7,044	2%
<u>Revenues</u>					
<u>Net County Cost</u>	\$ 288,334	\$ 298,227	\$ 305,271	\$ 7,044	2%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	1	1	1	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

LIBRARY – 7515

FUNCTION

The Librarian budget includes the salary and benefits cost of the County Librarian and the annual County General Fund Maintenance-of-Effort (\$101,560) contribution 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 2012-13 Recommended Budget of \$305,271 represents a 2% (\$7,044) increase in net County cost from the FY 2011-12 Adopted Budget. Staffing is recommended at the FY 2011-12 level of one position. No salary savings were used in calculating Regular Salaries (Account 6100) in the recommended budget, as the County Librarian is the only position in this budget.

SUMMARY OF CAO RECOMMENDATIONS

Salaries and Benefits

- Salaries and Benefits, recommended at \$202,967, represent a 4% (\$6,879) net increase over the FY 2011-12 Adopted Budget, primarily as a result of the difference between budget instructions and actuals.

Recommended funding includes:

- Account 6350, Unemployment Insurance represents a 36% (\$192) decrease due to a reduction in Unemployment Rate.
- Account 6400, Retirement Contribution represents a 10% (\$5,649) increase due to the difference between budget instructions and actuals, and increases in retirement rates.
- Account 6550, Workers' Compensation Insurance represents a 34% (\$122) decrease due to a decrease in Workers' Compensation claims.
- Account 6670, Benefits Administration represents a 21% (\$24) increase over the current year primarily due to an increase in rates.

Services and Supplies

- Services and Supplies, recommended at \$744, represent a 28% (\$165) increase over the current year. The increase is primarily due to an increase in the PeopleSoft Financials rate based on past years transactions.

Other Financing Uses

- Other Financing Uses recommended at \$101,560, represents no change from the FY 2011-12 Adopted Budget.

Recommended funding includes:

- Account 7910, Operating Transfers Out, at \$101,560 represents the General Fund contribution to the Library as required in the Measure B Ordinance. The transfer of the County contribution is recognized in the Library Budget 7511 under 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</u>		<u>RECOMMENDED SALARIES</u>
			<u>CURRENT</u>	<u>RECOMMENDED</u>	
8040	County Librarian	D	<u>1</u>	<u>1</u>	<u>\$ 115,804</u>
Subtotal			<u>1</u>	<u>1</u>	<u>\$ 115,804</u>
	Auto Allowance				<u>6,156</u>
TOTAL REGULAR SALARIES					\$ 121,960

Library-Measure B BUDGET 7511 Special Revenue Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Salaries and Benefits	\$ 18,011,085	\$ 16,109,600	\$ 16,717,064	\$ 607,464	4%
Services and Supplies	6,701,242	8,152,996	8,851,969	698,973	9%
Other Charges	293,796	312,102	322,102	10,000	3%
General Fixed Assets	142,121	42,324	323,626	281,302	665%
Total Appropriations	\$ 25,148,244	\$ 24,617,022	\$ 26,214,761	\$ 1,597,739	6%
<u>Revenues</u>					
Taxes	\$ 20,617,442	\$ 19,845,371	\$ 22,110,105	\$ 2,264,734	11%
Rev From Use of Money & Prop	212,452	200,000	200,000	-	0%
Intergovernment Revenues - St	493,781	485,637	116,000	(369,637)	-76%
Intergovernment Rev-Federal	6,057	1,000	1,000	-	0%
Charges For Services	1,740,676	1,635,384	1,699,093	63,709	4%
Miscellaneous Revenues	169,248	63,000	63,000	-	0%
Other Financing Sources	225,251	101,560	101,560	-	0%
Intrafund Revenue	-	281,323	270,235	(11,088)	-4%
Total Revenues	\$ 23,464,907	\$ 22,613,275	\$ 24,560,993	\$ 1,947,718	9%
<u>Revenues (Over)/Under Expenditures</u>	\$ 1,683,337	\$ 2,003,747	\$ 1,653,768	\$ (349,979)	-17%
Decrease of Available Fund Balance		(2,003,747)	(1,653,768)	349,979	-17%
<u>Budgetary Balance</u>		\$ -	\$ -	\$ -	
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	290	292	292	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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 38 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 Ordinance sales tax revenue. The Measure "B" Sales Tax Ordinance was passed by the voters in November 1998, renewed in 2004, and will expire March 31, 2013, if not renewed prior to that date.

OVERVIEW

The FY 2012-13 Recommended Budget of \$26,214,761 reflects a net 6% (\$1,597,739) increase over the FY 2011-12 Adopted Budget. The FY 2012-13 Recommended Budget revenues of \$24,560,993 reflects a net 9% (\$1,947,718) increase over the FY 2011-12 Adopted Budget. A 3% (\$289,709) salary savings has been used in calculating Regular Salaries (Account 6100) in the recommended budget. The salary savings will result a corresponding 3% (\$227,209) benefit savings for Retirement, OASDI/Medicare, and Health Insurance. A decrease in available fund balance totaling \$1,653,768 is included to balance the FY 2012-13 Recommended Budget.

Staffing is recommended at 292 positions, the same as the current level.

Library services will be in compliance with Measure "B" commitments.

GOAL SETTING

Fiscal Goal: Maintain Measure B Promises Made to the Residents of Fresno County

Maintain or increase the annual hours of public service (presently 75,933). This level is 221% above the service hours of pre-Measure B in 1996-97.

- Measurable: Number of service hours provided annually.

Manage the Library Materials budget by ensuring collections continue to reflect the needs of the community.

- Measurable: Implementation of the recommendations of the Collection Management Citizens Review Task Force and the Leading the Future of the Past Citizens' Advisory Board.

Operational Goal: Optimize Service Delivery to the Residents of Fresno County

Increase the circulation of library materials

- Measurable: Increase of 5% overall

Improve and maintain library facilities to ensure the community has a safe and welcoming environment that meets their information and recreational needs.

- Measurable: Renovations/upgrades completed or new facilities built.

Core Mission Goal: Provide Books, Technology, Programs, Services and More to Inform, Enlighten and Entertain People of all Ages

The Library's vision is to provide the community with opportunities to discover an environment of limitless learning and entertainment to enrich their lives. The Library will do this in FY 2012-13 by:

Increasing the number of people using the Library's facilities

- Measurable: People visiting libraries in person and online.

Increasing the number of resources used by the community

- Measurable: Number of resources used by measuring the number of library materials checked out.

Asking customers directly for feedback regarding library programs and services

- Measurable: Survey feedback

SUMMARY OF CAO RECOMMENDATIONS

Significant Program Changes

The Library's restructure plan was implemented in June 2011 with little change to customer services. The restructure allowed staff to take on new assignments, providing long overdue opportunities for growth and development. It also allowed the Library to rebalance workloads and reduce positions to reduce the disparity between revenues and expenditures. New programs and services were introduced including E-books; the bestseller browsing collection: New and Now; and the introduction of WiFi connectivity at several branches. Library hours were reduced at the Central Library after a careful review of activity showed that the facility was not being accessed in the evening hours. This also resulted in some staff savings.

The new Tranquillity Library, funded by the Measure B process and a State Library Construction Bond Act grant was opened in July 2011. The 3,484 square-foot library is an icon in the community and is heavily used. The Central Library is also undergoing minor renovations with the relocation of all computers to the first floor, new paint, and new service desks. The changes have increased visits to the facility and customers have indicated their approval of the upgrades. More renovations will occur as funding permits including new furniture, carpeting, and a display area to feature materials from the William Saroyan Collection.

In January 2012 the state enacted budget triggers which eliminated all funding to libraries. Fresno County Public Library was affected by losing \$307,896 in California Public Library Fund funding and \$61,741 in California Library Literacy Service funding. Also, there is a potential of an estimated increase in the membership fee to the San Joaquin Valley Library System of \$353,602 due to the loss to the San Joaquin Valley Library System of \$1,125,225 in State Transaction Reimbursement Revenues and \$180,976 in California Library Services Act funding. On the positive, Measure B sales tax revenues and property tax revenues have started to recover, allowing the Library to continue to reduce the disparities between revenues and expenditures.

Measure B, the sales tax that comprises approximately 53% of the Library's revenue is currently set to expire on March 31, 2013. Priorities this year will include a public awareness campaign about the library to educate the community about the programs and services provided by the Library. The Library is serving as an information source for the Measure B Citizens for Libraries and Literacy Committee who are engaged in renewing the tax measure. Voters will be asked to renew this tax in the November 2012 election. Should the measure not pass at the polls, the library system will be forced to reduce operations by 53% which will include the closure of facilities, the elimination of programs and services, and the layoff of staff.

Salaries and Benefits

- Salaries and Benefits, recommended at \$16,717,064, represent a 4% (\$607,464) increase over the FY 2011-12 Adopted Budget. The increase is primarily due to the difference between budget instructions and adopted Salaries and Benefits, an increase in the retirement plan funding rate, and the addition of two new positions during FY 2011-12. Staffing is recommended at 292 positions, an increase of 2 positions over the FY 2011-12 Adopted Budget level.

Recommended funding includes:

- Account 6200, Extra-Help, represents a 100% (\$25,000) increase over the current year, due to a special library web development project.
- Account 6350, Unemployment Insurance, represents a 12% (\$8,577) increase over the current year, due primarily to the experience rating of the Library.
- Account 6400, Retirement Contribution, represents a 10% (\$438,711) increase over the current year, due primarily to the difference between budgeted and actual salaries.
- Account 6500, OASDI Contribution, represents a 2% (\$14,979) increase over the current year due to the addition of two new positions and the difference between budgeted and actual Salaries and Benefits.
- Account 6550, Workers' Compensation Contribution, represents a 16% (\$39,413) decrease from the current year due to the experience rating of the Library.
- Account 6600, Health Insurance Contribution, represents a 1% (\$15,650) decrease from the current year due to a reduction in the number of staff eligible for the health plan and the number of staff participating in the health plan.
- Account 6670, Benefit Administration, represents a 12% (\$4,442) increase over the current year due to the addition of two new positions and an increase in the rate charged.

Services and Supplies

- Services and Supplies, recommended at \$8,851,969 represents a 9% (\$698,973) increase over the FY 2011-12 Adopted Budget.

Recommended funding includes:

- Account 7040, Telephone Charges, represents a 39% (\$35,000) increase from the current year due to installation of data drops and electrical outlets for the redesign of Central Library floor plan.
- Account 7101, Liability Insurance, represents a 28% (\$2,593) decrease from the current year due to reduced claims and reduced liability rates.
- Account 7205, Maintenance-Equipment, represents a 25% (\$20,000) increase for the annual maintenance cost for a book vending machine to be installed in the Clovis area.
- Account 7220, Maintenance-Buildings and Grounds, represents an 86% (\$237,000) increase over the current year for overdue maintenance work at the Selma and Parlier Libraries. The Selma Library costs include irrigation, planting, wall siding replacement and painting, and the Parlier Library costs include wall siding replacement and painting.
- Account 7287, PeopleSoft Financial Charges, represents a 29% (\$42,340) decrease from the current year due a reduction in the number of Library staff and transactions processed.

Library – Measure B -- 7511

- Account 7295, Professional and Specialized Services, represents a 26% (\$367,746) increase due primarily to an increase in the San Joaquin Valley Library System membership fee to adequately fund the replacement of the integrated library system software and hardware.
- Account 7345, Facility Operations and Maintenance, represents a 253% (\$203,532) increase over the current year due to a revised method of billing and projections based on past years' actual billing.
- Account 7385, Small Tools & Instruments, represents a 30% (\$36,623) increase over the current year due primarily to the planned installation of RFID (Radio Frequency Identification) system in the Selma, Sanger and/or Reedley libraries and for items deemed essential for branch daily operations.
- Account 7406, Library Materials, represents a 10% (\$296,104) decrease from the current year due primarily to the loss of State Public Library funding estimated at \$307,896.
- Account 7611, Security Services, represents a 26% (\$89,025) increase over the current year due to an increase in the hourly rate that is charged for service and a change in the rate methodology from a fixed annual basic charge for service to an hourly charge for service. An average of 8,500 hours is provided yearly to the Library for both regular and unexpected programming events.

Other Charges

- Other Charges, recommended at \$322,102 represents a 3% (\$10,000) increase over the FY 2011-12 Adopted Budget.

Recommended funding includes:

- Account 7887, Capital Leases Buildings represents a 3% (\$10,000) increase over the current year, due to annual contracted lease rates.

Fixed Assets

Fixed Assets, recommended at \$323,626 represents a 665% (\$281,302) increase over the FY 2011-12 Adopted Budget includes the cost of purchasing 12 RFID (Radio Frequency Identification) gates for the Selma, Sanger and/or Reedley Libraries and a new Book Vending Machine for the Clovis area.

(12) RFID Gates\$81,958..... New RFID Security Gates

(1) Book Vending Machine\$241,668..... New Book Vending Machine

SUMMARY OF REVENUES

- Revenues, recommended at \$24,560,993 represents a 9% (\$1,947,718) increase over the FY 2011-12 Adopted Budget. This increase is due to projected increases in property and sales tax revenues. Specific changes by revenue accounts are noted below.
- Taxes Revenues (\$22,110,105) represents a 11% (\$2,264,734) increase.
 - Account 3010, Property Taxes Current Secured – Represents a 7% (\$490,857) increase due to a projected increase in the assessed values of current secured property.
 - Account 3011, Property Taxes Supplemental-Current Secured – Represents a 84% (\$155,000) decrease due to lower property values at time of ownership change.
 - Account 3042, Measure "B" Sales Tax – Represents a 17% (\$1,928,772) increase due to a projected increase in sales tax revenues.

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- Intergovernmental Revenues-State (\$116,000) – Represents a 76% (\$369,637) decrease from the FY 2011-12 Adopted Budget for State-Other revenue.
 - Account 3575, State-Other – Represents a 100% (\$369,637) decrease due to the elimination of State Public Library Funding in the amount of \$307,896 and California Library Literacy Service funding of \$61,741.
- Charges For Services (\$1,699,093) represents a 4% (\$63,709) increase primarily due to the increase in the cost of Salaries and Benefits.
 - Account 5039, Service to Other Agencies (\$1,234,172) – Represents a 7% (\$80,586) increase primarily due to an increase in the cost of Salaries and Benefits. Services include \$933,432 for the cost of nine positions that provide service to SJVLS, \$297,910 for library fiduciary and support services.
 - Account 5040, Service to Other County Departments – Represents a 24% (\$16,877) decrease from the FY 2011-12 Adopted Budget. Revenue is from library service of 32 hours per week provided to the County Jail Law Library. This service is funded by the Sheriff's Inmate Welfare Trust Fund. A Library Assistant II will now provide the service netting savings to the Sheriff's Department as it is less costly than a Senior Library Assistant without compromising quality service.
 - Account 5050, Library Services (\$415,000) – Represents no change from the FY 2011-12 Adopted Budget. Includes revenues from fines, lost books fees, and printing fees from public use computers.
- Other Financing Sources represents the fixed General Fund annual contribution of \$101,560 to the County Library mandated by the Measure "B" Sales Tax Ordinance.
- Intrafund Transfers (\$270,235) represents a 4% (\$11,088) decrease from the FY 2011-12 Adopted Budget due to salary and benefit cost reductions. This represents the reimbursement of Literacy Program labor costs to the Literacy Program divisional budgets.
- Decrease of Fund Balance (\$1,653,768) represents a 17% (\$349,979) decrease from the FY 2011-12 Adopted Budget, due primarily to the projected increase in property tax and Measure B sales tax revenue.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Taxes			
3006 – Redev Tax Increm Reimb	425,000	425,000	425,000
3009 – Supp-Current Unsecured	3,500	3,500	3,500
3010 – Prop Taxes-Current Secured	7,382,143	7,794,175	7,873,000
3011 – Supp-Current Secured	185,000	185,000	30,000
3013 – Supp-Current Secured Prior	0	0	105
3015 – Prop Taxes-Current Unsecured	290,000	290,000	290,000
3042 – Measure 'B' Sales Tax	11,559,728	12,869,431	13,488,500
Total	\$ 19,845,371	\$ 21,567,106	\$ 22,110,105
Acct # - Revenue from the Use of Money			
3380 - Interest	200,000	200,000	200,000
Total	\$ 200,000	\$ 200,000	\$ 200,000
Acct # - Intergovernment Revenues – State			
3565 – State I/L Homeowners Prop	116,000	116,000	116,000
3575 – State Other	369,637	0	0
Total	\$ 485,637	\$ 116,000	\$ 116,000
Acct # - Intergovernment Revenues – Federal			
4369 – Federal In-Lieu Housing	1,000	1,000	1,000
Total	\$ 1,000	\$ 1,000	\$ 1,000

Library – Measure B -- 7511

Acct # - Charges for Services			
5039 – Service To Other Agencies	1,150,756	1,150,756	1,231,342
5040 – Service To Other County Dept	69,628	69,628	52,751
5050 – Library Services	415,000	415,000	415,000
Total	\$ 1,635,384	\$ 1,635,384	\$ 1,699,093
Acct # - Miscellaneous Revenues			
5789 – Non-Taxable Sales	46,000	46,000	46,000
5791 – Mis Sales-Taxable	16,000	16,000	16,000
5800 – Other Miscellaneous	1,000	1,000	1,000
Total	\$ 63,000	\$ 63,000	\$ 63,000
Acct # - Other Financing Sources			
5950 – Oper Trfs In - General Fund	101,560	101,560	101,560
Total	\$ 101,560	\$ 101,560	\$ 101,560
Acct # - Intrafund			
5990 – Intrafund Transfers	281,323	273,173	270,235
Total	\$ 281,323	\$ 273,173	\$ 270,235
Total Revenues	\$ 22,613,275	\$ 23,957,223	\$ 24,560,993

PENDING FACTOR

The Measure B Library Sales Tax Ordinance that comprises approximately 53% of the Library's revenue is set to expire on March 31, 2013. Renewal of this ordinance will be on the November 2012 ballot. If Measure B is not renewed, the library system will be forced to reduce operations by 53%, which will include the closure of facilities, the elimination of programs and services, and the layoff of staff.

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	\$ 76,752
1152	Graphic Arts Technician II	1253	1	1	39,624
2120	Library Assistant I	927	2	2	61,516
2120	Library Assistant I (PT)	927	14	14	183,995
2121	Library Assistant II	1028	50	50	1,705,642
2121	Library Assistant II (PT)	1028	30	30	687,894
2145	Library Aide	685	3	3	68,250
2145	Library Aide (PT)	685	58	58	634,514
2150	Principal Librarian	G	4	4	289,458
2151	Library Program Manager	G	1	1	71,474
2155	Librarian III	1967	6	6	391,560
2156	Librarian III - Supervisory	2045	9	9	610,506
2160	Librarian II	1728	27	27	1,533,690
2166	Senior Library Assistant	1112	28	28	1,025,211
2167	Library Assistant Supervisory	1229	3	3	122,382
2175	Literacy Coordinator	1933	1	1	61,126
2180	Library Facilities Coordinator	2188	1	1	69,160
2185	San Joaquin Valley Library System Administrator	E	1	1	75,036
2286	Library Business Manager	E	1	1	74,594
2290	Volunteer Services Coordinator	1534	1	1	48,516
2291	Staff Analyst I	1597	1	1	50,466
2292	Staff Analyst II	1774	1	1	56,082
2293	Staff Analyst III	2048	3	3	181,272
3037	Driver	898	6	6	168,748
3037	Driver (PT)	898	1	1	23,858
3071	Administrative Services Aide	1314	1	1	41,522
3080	Office Assistant III	1049	1	1	34,814
3166	Administrative Secretary - Conf.	1438	1	1	44,660
3203	Acct Clerk I	889	2	2	48,705
3236	Sup Acct Clerk I - Conf	1399	1	1	42,952
3261	Account Clerk III - Conf.	1215	1	1	37,284
3535	Offset Equipment Operator II	967	1	1	30,550
3621	Program Tech II	1393	1	1	46,254
3701	Info Tech Support Tech II	1011	4	4	127,920
3701	Info Tech Support Tech II (PT)	1011	1	1	15,990
3704	Info Tech Analyst I	1489	1	1	41,379
3705	Info Tech Analyst II	1638	1	1	51,766
3709	Network Systems Engineer I	1489	2	2	87,759
3711	Network Systems Engineer III	1916	1	1	60,580
3713	Senior Network Systems Engineer	2622	1	1	76,289
5050	Maintenance Janitor	883	13	13	371,032
5055	Janitor (PT)	857	1	1	17,502
5220	Parks Groundskeeper II	965	1	1	30,498
5221	Parks Groundskeeper III	1099	1	1	34,762
5315	Maintenance Carpenter	1558	1	1	49,244
5325	Maintenance Painter	1449	1	1	45,786
Subtotal			292	292	\$ 9,648,574
	Bilingual Skills Pay				8,400
	Less Salary Savings (3%)				(289,709)
TOTAL REGULAR SALARIES					\$ 9,367,265

Library – Grants Tax Ordinance Funds -- 7517

Library Grants BUDGET 7517 Special Revenue Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
Services and Supplies	\$ 160,409	\$ 261,355	\$ 261,355	\$ -	0%
Total Appropriations	\$ 160,409	\$ 261,355	\$ 261,355	\$ -	0%
<u>Revenues</u>					
Intergovernment Rev-Federal	\$ 101,750	\$ -		\$ -	-100%
Miscellaneous Revenues	70,263	261,355	261,355	-	0%
Total Revenues	\$ 172,013	\$ 261,355	\$ 261,355	\$ -	0%
<u>Revenues (Over)/Under Expenditures</u>	\$ (11,604)	\$ -	\$ -	\$ -	-100%
<u>Budgetary Balance</u>	\$ -	\$ -	\$ -	\$ -	-100%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary	-	-	-	-	
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

LIBRARY – GRANTS - 7517

FUNCTION

The Library Grants budget provides for the acquisition of library materials, supplies and furniture, and equipment funded by private donations received by the Library.

OVERVIEW

The FY 2012-13 Recommended Budget of \$261,355 represents no change from the FY 2011-12 Adopted Budget. This budget is for Services and Supplies only, and does not include staff costs. Staffing for these programs is included in Library 7511.

SUMMARY OF CAO RECOMMENDATIONS

Services and Supplies

- Services and Supplies, recommended at \$261,355, represent no change from the FY 2011-12 Adopted Budget. The budget provides for children's programming, new and replacement library equipment and furnishings, and library materials funded by donations to the Library Trust Fund designated for specific purpose.

Recommended funding includes:

- Account 7265, Office Expense remains at \$310 for blank cassettes for the Talking Book Library.
- Account 7295, Professional and Specialized Services remains at \$6,045 for entertainers for summer programs.
- Account 7385, Small Tools and Instruments remains at \$150,000 for furniture and equipment to create young adult/teen spaces within libraries.
- Account 7400, Special Departmental Expense remains at \$10,000 for library and grant program promotion and supplies.
- Account 7406, Library Materials remains at \$95,000 for the purchase of library materials funded by donations to the Library Trust Fund.

SUMMARY OF REVENUES

- Revenues are recommended at \$261,355 represent no change from FY 2011-12 Adopted Budget. Specific changes by revenue accounts are noted below:
 - Miscellaneous Revenues (\$261,355) represent no change from the FY 2011-12 Adopted Budget for Account 5800, Other Miscellaneous Revenues. These revenues are derived from donations to the Library Trust Fund.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Miscellaneous Revenues			
5800 - Miscellaneous	261,355	261,355	261,355
Total	\$ 261,355	\$ 261,355	\$ 261,355
Total Revenues	\$ 261,355	\$ 261,355	\$ 261,355

Library – Measure B – Capital Improvements -- 7530

Library-Measure B-Capital Impr BUDGET 7530 Special Revenue Fund					
	Actual** 2010-11	Adopted 2011-12	Recommended 2012-13	Increase/ Decrease	
<u>FISCAL SUMMARY</u>					
<u>Appropriations</u>					
General Fixed Assets	\$ 90,891	\$ -	\$ 28,500	\$ 28,500	100%
Total Appropriations	\$ 90,891	\$ -	\$ 28,500	\$ 28,500	100%
<u>Revenues</u>					
Taxes	-	-	28,500	28,500	100%
Intergovernment Revenues - St	\$ 511,092	\$ -	\$ -	\$ -	0%
Miscellaneous Revenues	17,330	-	-	-	0%
Total Revenues	\$ 528,422	\$ -	\$ 28,500	\$ 28,500	100%
<u>Revenues (Over)/Under Expenditures</u>	\$ (437,532)	\$ -	\$ -	\$ -	0%
<u>Budgetary Balance</u>	\$ -	\$ -	\$ -	\$ -	0%
	Budgeted 2010-11	Current 2011-12	Recommended 2012-13	Increase/ Decrease	
Position Summary					-
** Actual 2010-11 - This column includes expenditures incurred against FY 2010-11 appropriations from July 1, 2010 through December 31, 2011.					

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. Other Measure B Sales Tax revenues are included in the Library - Measure B Budget 7511 for associated operational service needs.

OVERVIEW

The FY 2012-13 Recommended Budget of \$28,500 represents a net 100% (\$28,500) increase over the FY 2011-12 Adopted Budget. The FY 2012-13 Recommended Budget revenues of \$28,500 reflects a 100% (\$28,500) increase over the FY 2011-12 Adopted Budget.

There is no net County cost associated with this budget.

SUMMARY OF CAO RECOMMENDATIONS

Buildings and Improvements

- Buildings and Improvements recommended at \$28,500 represent a 100% (\$28,500) increase over the FY 2011-12 Adopted Budget. This amount is for the installation of seismic anchors for bookshelves located at the Central Library. The seismic anchors are required to comply with safety standards.

SUMMARY OF REVENUES

- Revenues are recommended at \$28,500 reflect a 100% (\$28,500) increase over the FY 2011-12 Adopted Budget. This increase is due to a projected increase in Tax Revenues. Significant change by specific revenue source is noted below.
 - Taxes Revenues (\$28,500) – Represents a 100% (\$28,500) increase.
 - Account 3042 Measure “B” Sales Tax represents a 100% (\$28,500) increase due to a projected increase in Measure “B” sales tax revenues.

Revenues	FY 2011-12 Adopted	FY 2011-12 Estimated Actual	FY 2012-13 Recommended
Acct # - Taxes			
3042 – Measure 'B' Sales Tax	0	0	28,500
Total	\$ 0	\$ 0	\$ 28,500
Total Revenues	\$ 0	\$ 0	\$ 28,500