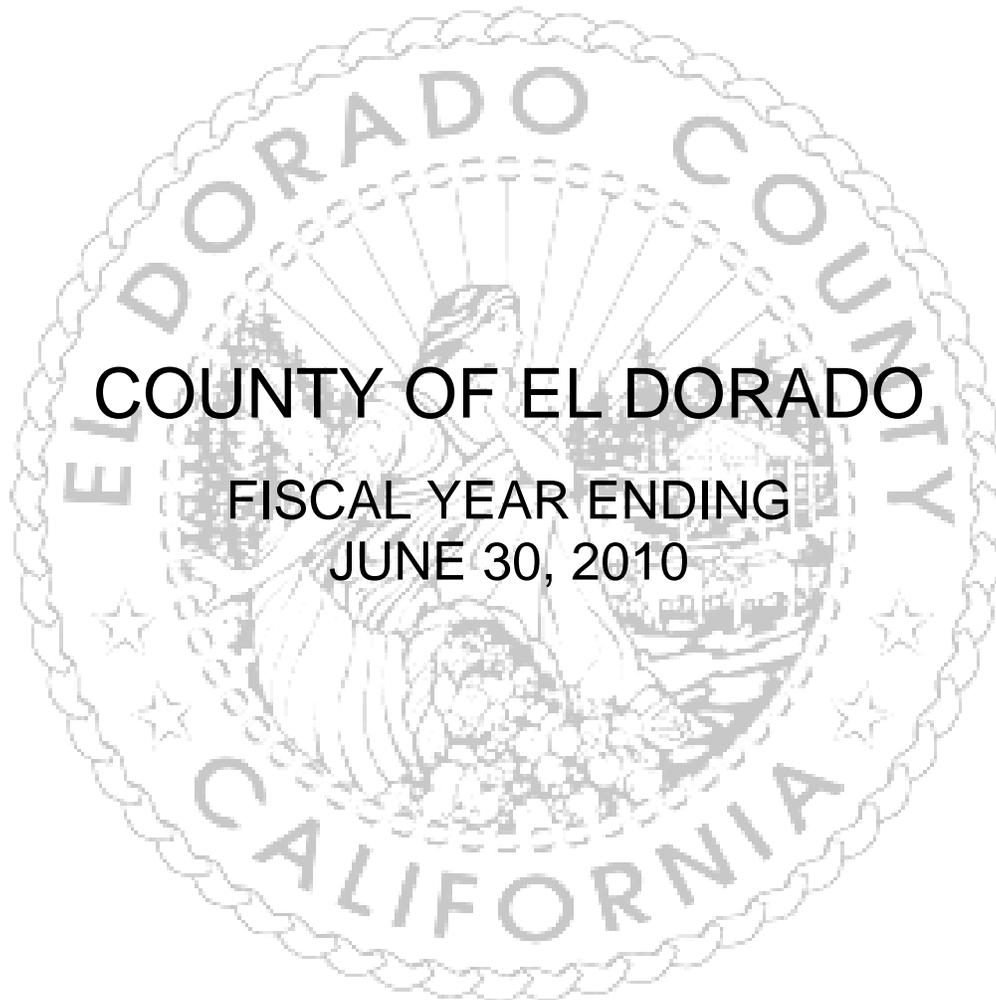


# PROPOSED BUDGET & WORKPLAN



## COUNTY OF EL DORADO

FISCAL YEAR ENDING  
JUNE 30, 2010

JOHN KNIGHT  
RAY NUTTING  
JACK SWEENEY  
RON BRIGGS (Chairman)  
NORMA SANTIAGO

DISTRICT I  
DISTRICT II  
DISTRICT III  
DISTRICT IV  
DISTRICT V

GAYLE ERBE-HAMLIN  
CHIEF ADMINISTRATIVE OFFICER

## BOARD OF SUPERVISORS

District I: John Knight  
District II: Ray Nutting

District III: Jack Sweeney  
District IV: Ron Briggs

District V: Norma Santiago

## ELECTED COUNTY OFFICIALS

Assessor ..... Tim Holcomb  
Auditor-Controller ..... Joe Harn  
District Attorney ..... Vern Pierson  
Recorder-Clerk ..... William "Bill" Schultz  
Sheriff/Coroner/Public Administrator ..... Jeff Neves  
Surveyor ..... Daniel S. Russell  
Treasurer/Tax Collector ..... C. L. Raffety

## APPOINTED COUNTY OFFICIALS

Agriculture Commissioner/Director of Weights and Measures ..... Bill Stephans  
Chief Administrative Officer ..... Gayle Erbe-Hamlin  
Chief Probation Officer ..... Joe Warchol  
Clerk of the Board of Supervisors ..... Suzanne Allen de Sanchez  
Child Support Services Director ..... Laura Roth  
County Counsel ..... Louis B. Green  
Development Services – Building and Planning ..... Roger Trout  
Environmental Management Director ..... Gerri Silva  
Health Services Director ..... Neda West  
Human Resources Director ..... Judith Kerr (Interim)  
Human Services Director ..... Jan Walker-Conroy (Interim)  
Information Technologies Director ..... Jacqueline Nilius  
Library Services Director ..... Jeanne Amos  
Public Defender ..... Richard Meyer  
Transportation Director ..... Jim Ware  
University of CA Cooperative Extension County Director ..... Ken Churches  
Veteran Affairs Officer ..... Rod Barton

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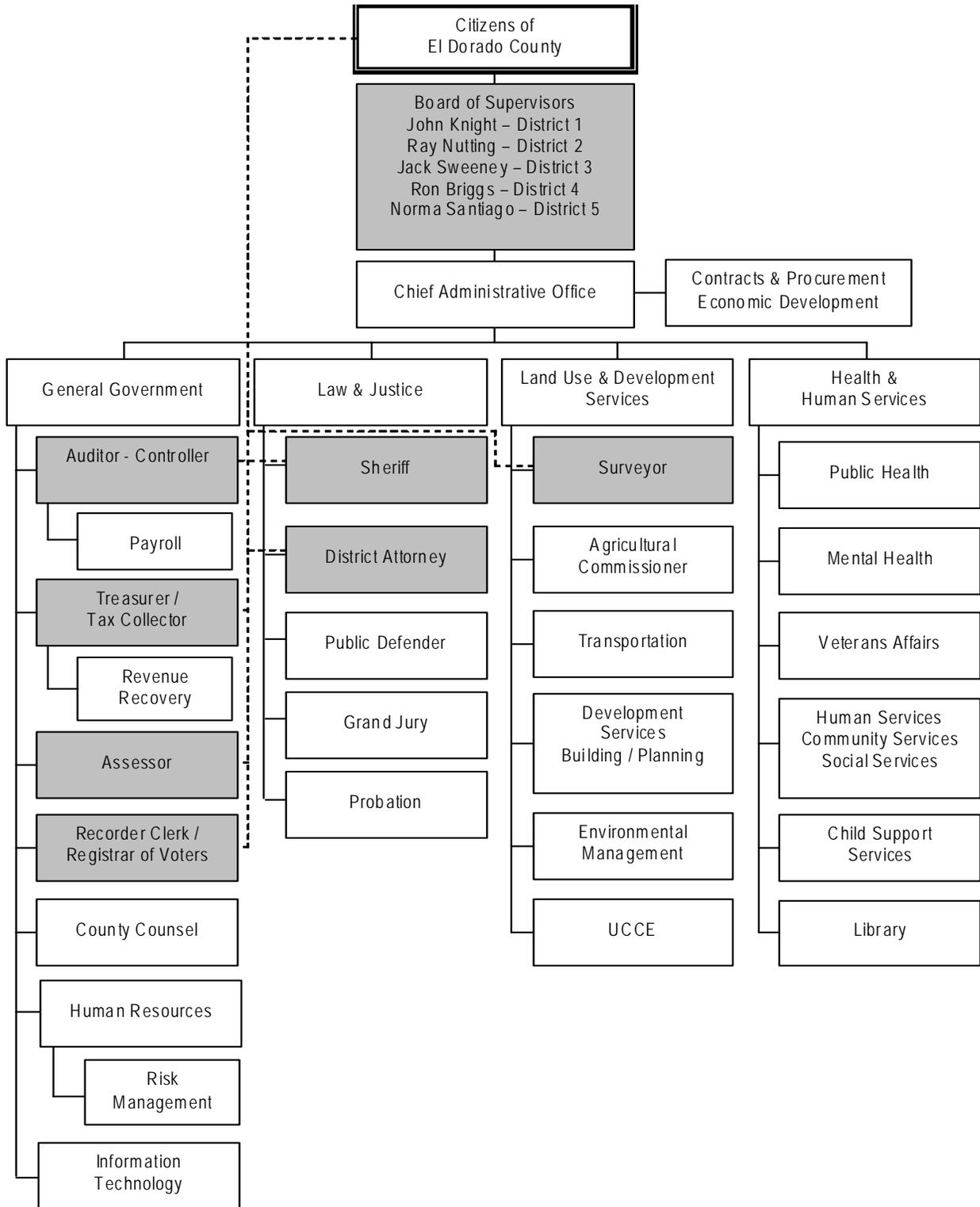
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# COUNTY WIDE ORGANIZATIONAL CHART



Gray = Elected Official

# **GENERAL GOVERNMENT TEN YEAR**

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## **10 Year History General Government Functional Group**

## GENERAL GOVERNMENT TEN YEAR

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	9,684,335	10,437,035	11,171,087	10,257,457	10,976,910
Benefits	2,038,003	2,387,866	2,915,348	3,862,578	4,936,160
Services & Supplies	4,072,974	3,951,044	4,346,140	4,272,557	5,451,601
Other Charges	111,266	115,055	115,782	113,914	116,598
Fixed Assets	358,539	819,487	406,065	26,281	119,877
Operating Transfers	64,466	14,781	-	-	3,561
Intrafund Transfers	(1,791,640)	(1,796,043)	(2,217,908)	(2,198,455)	(2,431,362)
<b>Total Appropriations</b>	<b>14,537,943</b>	<b>15,929,225</b>	<b>16,736,514</b>	<b>16,334,332</b>	<b>19,173,345</b>
Taxes	1,866,308	1,836,909	2,300,011	3,014,340	4,050,011
Licenses, Permits	290,020	296,336	330,773	412,768	503,674
Fines, Forfeitures	67,127	61,280	63,430	77,230	88,610
State	343,268	266,453	234,235	331,197	27,665
Charges for Service	3,193,022	3,796,006	4,707,564	5,331,129	4,756,854
Cable Franchise Fees	-	-	-	55,000	-
Interfund Revenue	18,500	20,000	18,500	62,630	-
Misc.	520,455	487,281	528,406	590,181	638,034
Other Financing Sources	-	-	-	-	1,773,346
<b>Total Revenue</b>	<b>6,298,700</b>	<b>6,764,265</b>	<b>8,182,919</b>	<b>9,874,475</b>	<b>11,838,194</b>
<b>NCC</b>	<b>8,239,243</b>	<b>9,164,960</b>	<b>8,553,595</b>	<b>6,459,857</b>	<b>7,335,151</b>
<b>FTE's</b>	<b>215</b>	<b>222</b>	<b>228</b>	<b>210</b>	<b>272</b>

## GENERAL GOVERNMENT TEN YEAR

	<b>05/06</b>	<b>06/07</b>	<b>07/08</b>	<b>08/09</b>	<b>09/10</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
Salaries	12,361,687	14,292,048	11,363,739	10,713,363	10,977,096
Benefits	5,584,294	5,948,620	4,624,172	5,011,874	4,126,193
Services & Supplies	6,037,049	7,560,072	2,483,101	3,604,243	3,149,748
Other Charges	4,653	18,654	26,698	30,264	1,000
Fixed Assets	481,005	1,793,177	241,845	177,300	203,500
Operating Transfers	60,825	104,285	4,240	4,500	3,500
Intrafund Transfers	(2,101,363)	(2,289,864)	(2,703,356)	(3,123,527)	(2,832,401)
<b>Total Appropriations</b>	<b>22,428,150</b>	<b>27,426,992</b>	<b>16,040,439</b>	<b>16,418,017</b>	<b>15,628,636</b>
Taxes	3,145,338	157,750	182,186	186,758	180,000
Licenses, Permits	499,084	535,760	485,366	462,000	472,716
Fines, Forfeitures	84,970	85,680	77,659	90,700	85,852
State	39,106	7,436	29,314	8,400	7,950
Federal	154,939	2,002,722	12,284	492,281	-
Charges for Service	4,899,168	5,215,703	4,725,163	4,399,605	4,283,572
Cable Franchise Fees	-	-	55,000	75,000	75,000
Interfund Revenue	-	-	-	-	-
Misc.	585,125	611,043	582,887	431,412	408,600
Other Financing Sources	1,703,662	812,079	1,020,460	1,400,647	1,524,758
<b>Total Revenue</b>	<b>11,111,392</b>	<b>9,428,173</b>	<b>7,170,319</b>	<b>7,546,803</b>	<b>7,038,448</b>
<b>NCC</b>	<b>11,316,758</b>	<b>17,998,819</b>	<b>17,358,680</b>	<b>17,712,886</b>	<b>17,083,726</b>
<b>FTE's</b>	<b>273</b>	<b>290</b>	<b>229</b>	<b>233</b>	<b>208</b>

## GENERAL GOVERNMENT TEN YEAR

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10 Year Variance		
	\$ Change	% Change
Salaries	1,292,761	13%
Benefits	2,088,190	102%
Services & Supplies	(923,226)	-23%
Other Charges	(110,266)	-99%
Fixed Assets	(155,039)	-43%
Operating Transfers	(60,966)	-95%
Intrafund Transfers	(1,040,761)	58%
<b>Total Appropriations</b>	<b>1,090,693</b>	<b>8%</b>
Taxes	(1,686,308)	-90%
Licenses, Permits	182,696	63%
Fines, Forfeitures	18,725	28%
State	(335,318)	-98%
Federal	-	N/A
Charges for Service	1,090,550	34%
Cable Franchise Fees	75,000	N/A
Interfund Revenue	(18,500)	-100%
Misc.	(111,855)	-21%
Other Financing Sources	1,524,758	N/A
<b>Total Revenue</b>	<b>739,748</b>	<b>12%</b>
<b>NCC</b>	<b>8,844,483</b>	<b>107%</b>
<b>FTE's</b>	<b>(7)</b>	<b>-3%</b>

# BOARD OF SUPERVISORS

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## Mission

El Dorado County will remain the leader in supporting our safe, healthy, and vibrant communities, wisely managing our natural resources, and preserving our local heritage."

"El Dorado County government will provide efficient, courteous, and effective services and infrastructure for the safety, protection, and well-being of our residents, businesses and visitors."

"All customers will receive quality service and accurate information in a courteous, professional, and timely manner."

The Board of Supervisors is a five-member Board governing the County services for a population of 176,075 residents. Each board member is elected for a four-year term and represents a geographic district. The position of Chairperson rotates annually among the five members. The Board convenes in regular session weekly on Tuesday at the El Dorado County Government Center in Placerville. The Board of Supervisors department has a staff of 14 employees, inclusive of the Supervisors, Supervisors Assistants and the Clerk of the Board staff.

Pursuant to its constitutional and statutory power, the El Dorado County Board of Supervisors sets policy for County departments, oversees a budget of over \$530 million and adopts ordinances on local matters, as well as land use policies that affect unincorporated areas. In support of the County Board of Supervisors, and in service to the public and fellow county staff, the Clerk of the Board of Supervisors: prepares and maintains records of actions taken by the Board of Supervisors; oversees membership of the county's boards, commissions and committees; and facilitates the filing and hearing of appeals of assessed property valuations. Our service priorities are timeliness and accuracy. Our services commitments are courtesy and respect.

The Board also sits as the El Dorado County Bond Authority, In-Home Supportive Services Public Authority, and is the Governing Board of the County Air Quality Management District and County Service Areas. In the area of planning oversight, the Board acts as an Appeals Board for the County Planning Commission.

## Program Summaries

### District 1

**Positions: 2 FTE**

**Extra Help: \$0**

**Total Appropriations: \$198,438**

**Total Revenues: \$0**

**Net County Cost: \$198,438**

**Furlough Value: \$2,562**

The first supervisorial district includes the unincorporated areas in the western part of El Dorado County including El Dorado Hills as well as parts of Cameron Park.

## **BOARD OF SUPERVISORS**

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**District 2**  
**Positions: 2 FTE**  
**Extra Help: \$0**

**Total Appropriations: \$198,733**  
**Total Revenues: \$0**  
**Net County Cost: \$198,733**  
**Furlough Value: \$2,267**

The second supervisorial district includes the unincorporated areas in the southern part of El Dorado County including the communities of Latrobe, Shingle Springs, Mt. Aukum, Fairplay, Outingdale, Somerset, Pleasant Valley, Grizzly Flat, Pollock Pines, White Hall, Kyburz, Strawberry, and Sciots Camp.

**District 3**  
**Positions: 2 FTE**  
**Extra Help: \$0**

**Total Appropriations: \$198,822**  
**Total Revenues: \$0**  
**Net County Cost: \$198,822**  
**Furlough Value: \$2,178**

The third supervisorial district includes City of Placerville as well as the unincorporated communities of Camino, Smith Flat, Diamond Springs and El Dorado.

**District 4**  
**Positions: 2 FTE**  
**Extra Help: \$0**

**Total Appropriations: \$198,672**  
**Total Revenues: \$0**  
**Net County Cost: \$198,672**  
**Furlough Value: \$2,328**

The fourth supervisorial district includes the unincorporated areas in the northern part of El Dorado County including the communities of Cameron Park, Rescue, Cold Springs, Pilot Hill, Cool, Lotus, Coloma, Spanish Flat, Kelsey, Garden Valley, Georgetown, Volcanoville, Quintette.

**District 5**  
**Positions: 2 FTE**  
**Extra Help: \$0**

**Total Appropriations: \$224,489**  
**Total Revenues: \$0**  
**Net County Cost: \$224,489**  
**Furlough Value: \$2,503**

The fifth supervisorial district includes the City of South Lake Tahoe as well as the unincorporated areas in the eastern part of El Dorado County of Fallen Leaf, and Meyers.

**Clerk of the Board of Supervisors**  
**Positions: 4 FTE**  
**Extra Help: \$0**

**Total Appropriations: \$431,627**  
**Total Revenues: \$29,252**  
**Net County Cost: \$402,375**  
**Furlough Value: \$8,369**

The Clerk of the Board directs business functions of the Board of Supervisors: prepares and distributes meeting agendas; records minutes of meetings; processes Board orders; files Board records; maintains a record of appointments to Board committees and commissions; receives claims and services of litigation against the County; develops and maintains a department budget; manages department staff; serves as the "information phone line" for inquiries about every phase of Federal, State and local government; responds to questions of Board members; County departments, outside agencies and the press; and serves the public on a neutral level,

# BOARD OF SUPERVISORS

not as constituents. The Clerk of the Board also is the filing officer for citizens' appeals on property assessments. Working with hearing board members, the Assessor's office, County Counsel, and the appellants, the Clerk schedules the assessment appeals hearings that are conducted annually. The Clerk of the Board then prepares meeting agendas, attends the hearings, prepares and maintains the records of same, and makes timely notification to the Auditor-Controller of any changes to the property tax roll ordered by the hearing board.

## Financial Charts

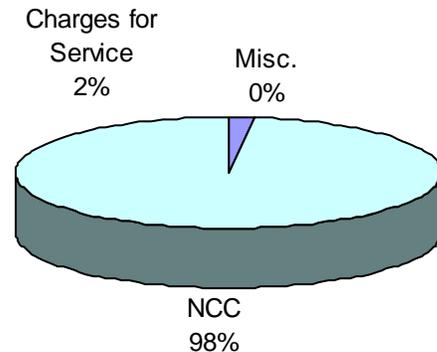
### Source of Funds

**Charge for Services (\$28,249):** This revenue is generated through charges to non-general fund entities for processing agenda items.

**Miscellaneous (\$500):** This is the expected revenue from the sale of copies of documents, audio tapes and CD's to the public.

**Operating Transfers (\$503):** This revenue is derived from the fees charged for the Board Clerk's time spent on timeshare assessment appeals hearings.

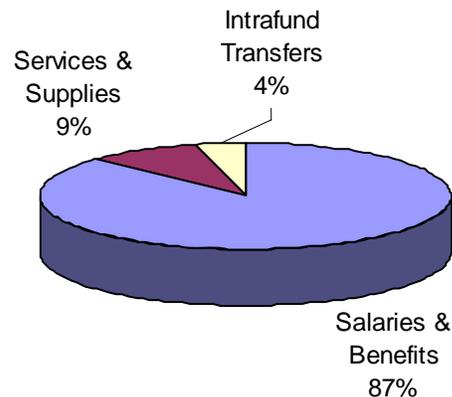
**Net County Cost (\$1,485,912):** The department is primarily funded with discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations.



### Use of Funds

**Salaries & Benefits (\$1,262,480):** Primarily comprised of general salaries and benefits (\$1,009,364), retirement (\$137,314), retiree health (\$10,505), workers' compensation (\$5,902) and health insurance (\$99,395).

**Services & Supplies (\$129,973):** Major expenses include general liability



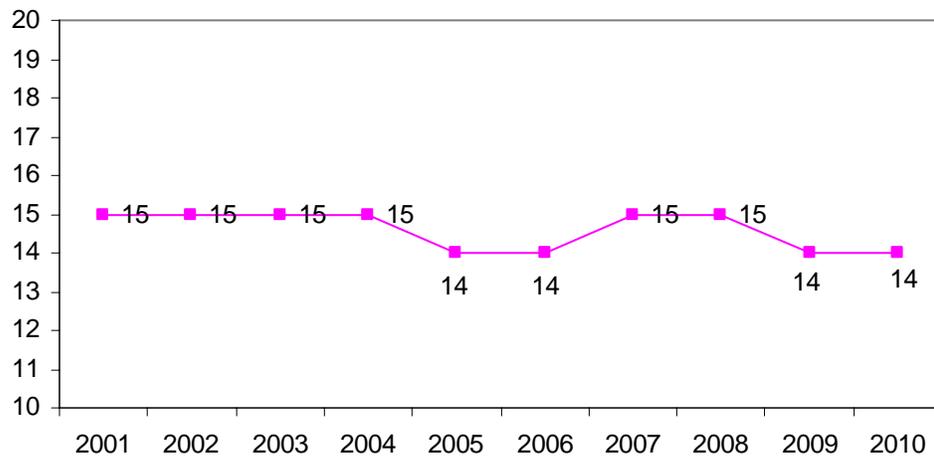
## BOARD OF SUPERVISORS

insurance (\$25,480), office expense (\$9,150) equipment costs (\$9,000), employee mileage (\$15,800), and special departmental expense (\$43,672).

Intrafund Transfers (\$58,997): Intrafund transfers consist of charges from other departments for services such as mainframe support (\$4,286), network support (\$24,401), printing services (\$9,120) and telephone (\$11,400).

### Staffing Trend

Staffing for the Board of Supervisors Office over the past ten years has gone from 15 FTE in FY 2001-02 to 14 FTE. The proposed staff allocation for FY 2009-10 remains at 14.



### Chief Administrative Comments

The budget for the Board of Supervisors reflects separate allocations for each district and for the Clerk of the Board. The budget has been reduced by the value of a 10-day furlough for all Board Clerk employees and Supervisors' assistants. On March 24, 2009, the Board of Supervisors approved an allocation of \$201,000 per district, with the acknowledgement that there may be justification for additional funding for District 5 to cover expenses for travel between the East and West slopes. The Board referred the matter of additional funding for District 5 to a later meeting. Final resolution is still pending. At issue is whether to fully fund the salary and benefits of the District 5 Supervisor and Assistant, which total \$208,891, and include additional travel expense, or to keep the District 5 allocation at \$201,000 plus the additional travel expense. In order to provide the Board with the flexibility to make a final determination on these matters, the proposed budget fully funds the District 5 Supervisor and the Assistant to the Supervisor less a 10-day furlough for the Assistant only. It also includes \$18,100 in additional expense for District 5, which covers: \$15,600 in travel expenses to cover 4 round trips weekly between the South Lake Tahoe District 5 office and the Placerville District 5 office as well as \$2,500 to cover incidental expenses including cell phone usage.

Assessment Appeals applications have increased in number and given the continued decrease in property values, this trend is expected to continue. The Clerk of the Board proposes to charge a minimal fee for filing Assessment Appeal applications to help offset the expenses

## BOARD OF SUPERVISORS

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incurred in processing a Assessment Appeals. In 2008, over 600 applications were filed. The Board Clerk proposed implementation of a \$30.00 fee for FY 09/10 with projected revenue of \$12,000. As this fee has not yet been approved by the Board of Supervisors, this revenue is not included in the Proposed Budget; however the CAO supports further analysis of this opportunity to defray the costs associated with the assessment appeals process.

The Board Clerk proposed two technology improvement projects, totaling approximately \$56,000. The addition of videoconferencing capability to the Board of Supervisors Chambers is estimated to cost approximately \$13,800. Adding the Granicus software module to the automated agenda system to allow for real-time video streaming over the internet of Board meetings would expand the capability of the public to view Board meetings. Currently only cable subscribers can view the meetings. This project is estimated to cost approximately \$42,300, including software, equipment and professional services.

Alternatives to the videoconferencing proposal are being explored as a part of the South Lake Tahoe space planning process currently underway. As a result the funding for this project as proposed by the Board Clerk is not recommended at this time. The CAO supports further analysis of the merits of the Granicus proposal and its benefits to the public; however the prudence of proceeding with a project of this magnitude under the County's current fiscal constraints is not certain. While the funding for this project is not included in the Proposed Budget, if the Board so directs, this project may be revisited in the addenda process.

### Financial Information by Fund Type

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

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
1800	INTERFND REV: SERVICE BETWEEN FUND	28,249	28,249	28,249	28,249	0
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	28,249	28,249	28,249	28,249	0
1940	MISC: REVENUE	1,000	1,000	12,500	500	-500
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	1,000	1,000	12,500	500	-500
2020	OPERATING TRANSFERS IN	0	0	503	503	503
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	0	0	503	503	503
<hr/>						
<b>TYPE: R SUBTOTAL</b>		29,249	29,249	41,252	29,252	3

# BOARD OF SUPERVISORS

## Financial Information by Fund Type

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

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	887,960	915,025	913,232	893,026	-21,999
3002	OVERTIME	1,000	1,000	1,006	1,006	6
3004	OTHER COMPENSATION	67,052	90,495	15,178	15,178	-75,317
3020	RETIREMENT EMPLOYER SHARE	125,422	149,645	137,314	137,314	-12,331
3022	MEDI CARE EMPLOYER SHARE	10,889	10,889	12,128	12,128	1,240
3040	HEALTH INSURANCE EMPLOYER SHARE	153,142	78,020	99,395	99,395	21,375
3041	UNEMPLOYMENT INSURANCE EMPLOYER	3,432	3,432	6,775	6,775	3,343
3042	LONG TERM DISABILITY EMPLOYER SHARE	3,294	3,294	3,252	3,252	-42
3043	DEFERRED COMPENSATION EMPLOYER	2,110	7,231	0	0	-7,231
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	43,536	43,536	10,505	10,505	-33,031
3060	WORKERS' COMPENSATION EMPLOYER	10,686	10,686	8,294	5,902	-4,784
3080	FLEXIBLE BENEFITS	32,000	84,000	78,000	78,000	-6,000
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	1,340,522	1,397,251	1,285,078	1,262,480	-134,772
4040	TELEPHONE COMPANY VENDOR PAYMENTS	3,580	5,280	1,320	1,320	-3,960
4041	COUNTY PASS THRU TELEPHONE CHARGES	750	750	780	780	30
4060	FOOD AND FOOD PRODUCTS	200	200	200	200	0
4100	INSURANCE: PREMIUM	21,061	21,061	30,740	25,480	4,419
4140	MAINT: EQUIPMENT	1,420	1,420	1,920	1,420	0
4180	MAINT: BUILDING & IMPROVEMENTS	250	250	250	250	0
4220	MEMBERSHIPS	660	660	660	660	0
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	175	175	175	175	0
4260	OFFICE EXPENSE	5,400	5,400	9,150	9,150	3,750
4261	POSTAGE	1,800	1,800	1,800	1,800	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	150	150	150	150	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	4,000	4,000	18,870	4,050	50
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	50	0	0	0	0
4400	PUBLICATION & LEGAL NOTICES	900	900	1,400	1,400	500
4420	RENT & LEASE: EQUIPMENT	8,700	8,700	9,000	9,000	300
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	200	200	200	200	0
4461	EQUIP: MINOR	4,500	4,500	500	500	-4,000
4462	EQUIP: COMPUTER	1,000	1,000	14,013	7,786	6,786
4463	EQUIP: TELEPHONE & RADIO	1,000	1,000	1,000	0	-1,000
4500	SPECIAL DEPT EXPENSE	300	300	42,305	43,672	43,372
4501	SPECIAL PROJECTS	450	450	450	450	0
4503	STAFF DEVELOPMENT	10,975	11,200	100	100	-11,100
4529	SOFTWARE LICENSE	2,676	2,176	31,080	3,736	1,560
4600	TRANSPORTATION & TRAVEL	21,163	23,663	1,895	1,895	-21,768
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	21,000	30,000	15,800	15,800	-14,200
4605	RENT & LEASE: VEHICLE	12,600	3,600	0	0	-3,600
4606	FUEL PURCHASES	4,000	1,200	0	0	-1,200
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	128,960	130,035	183,757	129,973	-62

# BOARD OF SUPERVISORS

## Financial Information by Fund Type

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

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
5300	INTERFND: SERVICE BETWEEN FUND TYPES	625	625	0	0	-625
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	625	625	0	0	-625
7220	INTRAFND: TELEPHONE EQUIPMENT &	11,400	11,400	11,400	11,400	0
7223	INTRAFND: MAIL SERVICE	1,373	1,373	908	908	-465
7224	INTRAFND: STORES SUPPORT	1,563	1,563	662	662	-901
7225	INTRAFND: CENTRAL DUPLICATING	9,000	9,000	9,120	9,120	120
7227	INTRAFND: MAINFRAME SUPPORT	4,256	4,256	4,286	4,286	30
7229	INTRAFND: PC SUPPORT	4,000	4,000	4,000	4,000	0
7231	INTRAFND: IS PROGRAMMING SUPPORT	3,500	3,500	3,500	3,500	0
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	720	720	720	720	0
7234	INTRAFND: NETWORK SUPPORT	22,315	22,315	24,401	24,401	2,086
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	58,127	58,127	58,997	58,997	870
7350	INTRFND ABATEMENTS: GF ONLY	-668	-668	-668	-668	0
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-668	-668	-668	-668	0
<b>TYPE: E SUBTOTAL</b>		1,527,566	1,585,370	1,527,164	1,450,782	-134,588
<b>FUND TYPE: 10 SUBTOTAL</b>		1,498,317	1,556,121	1,485,912	1,421,529	-134,592
<b>DEPARTMENT: 01 SUBTOTAL</b>		1,498,317	1,556,121	1,485,912	1,421,529	-134,592

## BOARD OF SUPERVISORS

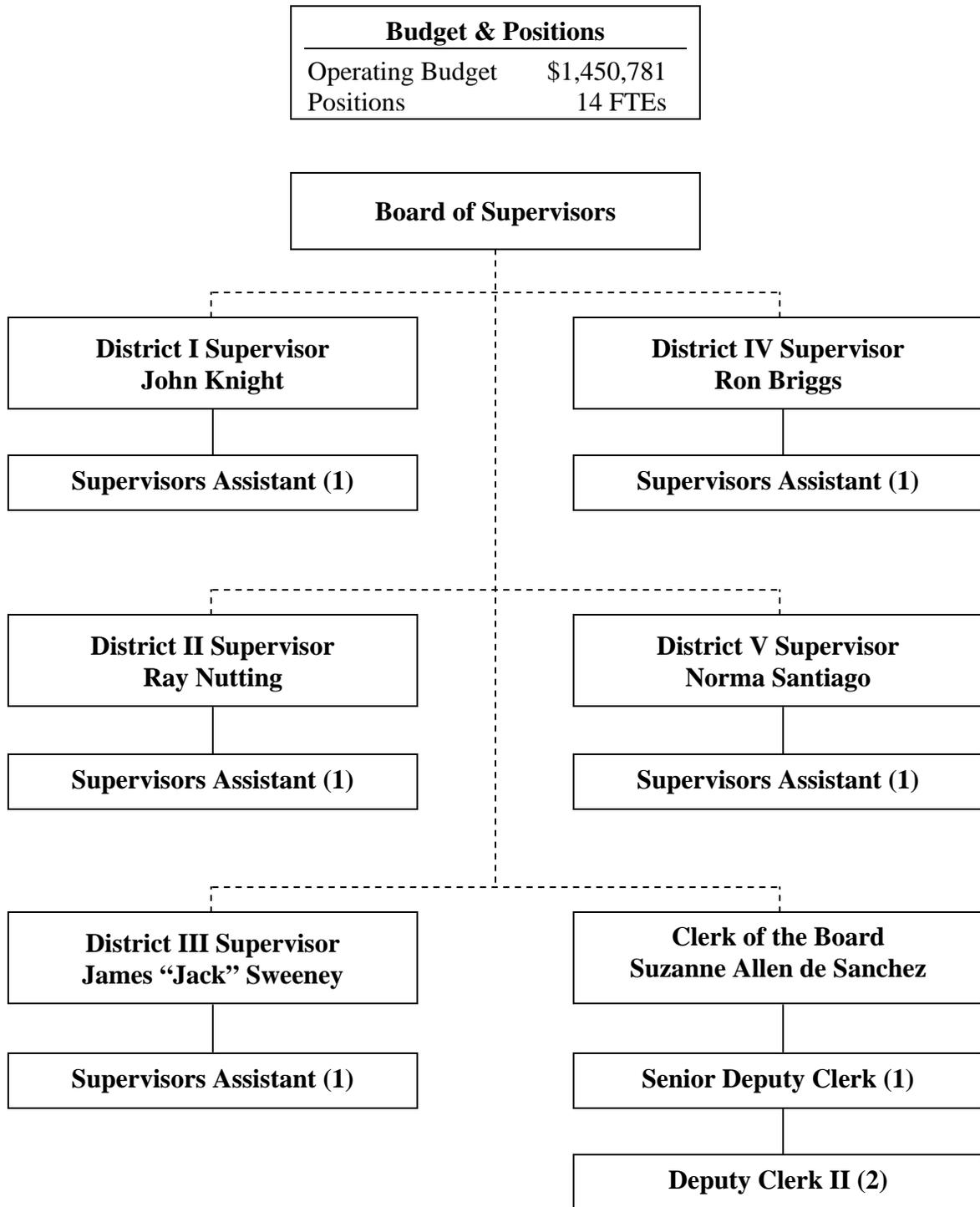
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### Personnel Allocation

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Supervisors	5.00	5.00	5.00	0.00
Clerk of the Board Of Supervisors	1.00	1.00	1.00	0.00
Deputy Clerk of the Board I/II	2.00	2.00	2.00	0.00
Sr. Deputy Clerk of the Board of Supervisors	1.00	1.00	1.00	0.00
Supervisor's Assistant	5.00	5.00	5.00	0.00
<b>Department Total</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>0.00</b>

# BOARD OF SUPERVISORS

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## BOARD OF SUPERVISORS

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### Ten Year History

	<b>00/01</b>	<b>01/02</b>	<b>02/03</b>	<b>03/04</b>	<b>04/05</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
Salaries	659,300	694,499	692,859	688,185	684,447
Benefits	146,946	161,488	185,079	258,825	304,360
Services & Supplies	143,772	121,979	154,886	111,210	75,742
Other Charges	100	-	100	-	50
Fixed Assets	3,256	12,114	-	-	18,851
Operating Transfers	-	-	-	-	-
Intrafund Transfers	49,640	51,366	49,341	49,497	51,524
<b>Total Appropriations</b>	<b>1,003,014</b>	<b>1,041,446</b>	<b>1,082,265</b>	<b>1,107,717</b>	<b>1,134,974</b>
Charges for Service	55,444	52,948	54,841	54,841	28,249
Misc.	2,572	2,551	1,397	1,236	1,404
Other Financing Sources	-	-	-	-	-
<b>Total Revenue</b>	<b>58,016</b>	<b>55,499</b>	<b>56,238</b>	<b>56,077</b>	<b>29,653</b>
<b>NCC</b>	<b>944,998</b>	<b>985,947</b>	<b>1,026,027</b>	<b>1,051,640</b>	<b>1,105,321</b>
<b>FTE's</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>14</b>

## BOARD OF SUPERVISORS

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	756,189	829,208	930,986	907,905	909,214
Benefits	345,344	335,369	378,209	457,149	353,266
Services & Supplies	72,933	95,474	57,419	78,979	129,972
Other Charges	113	279	-	625	-
Fixed Assets	-	1,508	-	-	-
Operating Transfers	-	-	-	-	-
Intrafund Transfers	46,189	48,658	50,012	57,459	58,329
<b>Total Appropriations</b>	<b>1,220,768</b>	<b>1,310,496</b>	<b>1,416,626</b>	<b>1,502,117</b>	<b>1,450,781</b>
Charges for Service	28,249	28,249	28,249	28,249	28,249
Misc.	1,589	914	796	1,000	500
Other Financing Sources	-	-	-	-	503
<b>Total Revenue</b>	<b>29,838</b>	<b>29,163</b>	<b>29,045</b>	<b>29,249</b>	<b>29,252</b>
<b>NCC</b>	<b>1,190,930</b>	<b>1,281,333</b>	<b>1,387,581</b>	<b>1,472,868</b>	<b>1,421,529</b>
<b>FTE's</b>	<b>14</b>	<b>15</b>	<b>15</b>	<b>14</b>	<b>14</b>

10 Year Variance		
	\$ Change	% Change
Salaries	249,914	38%
Benefits	206,320	140%
Services & Supplies	(13,800)	-10%
Other Charges	(100)	-100%
Fixed Assets	(3,256)	-100%
Intrafund Transfers	8,689	18%
<b>Total Appropriations</b>	<b>447,767</b>	<b>45%</b>
Charges for Service	(27,195)	-49%
Misc.	(2,072)	-81%
<b>Total Revenue</b>	<b>(28,764)</b>	<b>-50%</b>
<b>NCC</b>	<b>476,531</b>	<b>50%</b>
<b>FTE's</b>	<b>(0.5)</b>	<b>-3%</b>

### Notes



# CHIEF ADMINISTRATIVE OFFICE

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## Mission

The mission of the Chief Administrative Office is to ensure the sound and effective management of County government and procurement, pursuant to Board policy and direction by providing leadership; developing policy and procedures; providing budgetary and legislative analyses, and acting as liaison between County departments and the Board of Supervisors.

## Program Summaries

### Administration

**Positions: 9.0 FTE**

**Extra Help: \$ 0**

**Overtime: \$ 0**

**Total Appropriations: \$1,433,527**

**Total Revenues: \$0**

**Net County Cost: \$1,433,527**

**Furlough Value: \$33,948**

The Chief Administrative Office exercises overall responsibility for the coordination of department activities to ensure the sound and effective management of County government, pursuant to Board policy and the adopted budget. Primary areas of responsibility are: effective overall management of County resources; long-range financial and organizational planning; ensuring that County departments are producing services and results in accord with Board goals, policies, and budgets; improving management and information systems to ensure the most effective use of County personnel, money, facilities, and equipment; providing leadership and developing a County management team that can plan for and meet future challenges; and performing other duties as assigned by the Board.

The Chief Administrative Office is charged with the responsibility of acting as advisor to the Board of Supervisors and in this role provides objective commentary on policy and management considerations.

The Chief Administrative Office is responsible for recommending an annual budget and administering that budget after its adoption by the Board.

### Economic Development

**Positions: 1.0 FTE**

**Extra Help: \$ 0**

**Overtime: \$ 0**

**Total Appropriations: \$165,434**

**Total Revenues: \$50,000**

**Net County Cost: \$115,434**

**Furlough Value: \$3,358**

This program is responsible for stimulating business growth and economic expansion in El Dorado County. This includes retention of businesses that already exist in the County or may be interested in expansion and attraction of new businesses. Activities include developing and implementing technical assistance to enhance local employment and coordinating programs and services with County departments and community organizations to provide resource information regarding business management, marketing, accounting, cash flow management and customer service. The office also staffs the Economic Development Advisory Committee.

**Revenue:** An offset from Promotions (Department 13) in the amount of \$50K to cover economic development functions associated with promotional activity in the County.

## CHIEF ADMINISTRATIVE OFFICE

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<b><u>Procurement and Contracts/Central Stores/Mail-Courier</u></b>	<b>Total Appropriations: \$516,094</b>
<b>Positions: 7.0 FTE</b>	<b>Total Revenues: \$106,965</b>
<b>Extra Help: \$ 0</b>	<b>Net County Cost: \$409,129</b>
<b>Overtime: \$ 0</b>	<b>Furlough Value: \$13,590</b>

**The Procurement and Contracts (4.0 FTE):**

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

**Central Stores (2.0 FTE):**

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

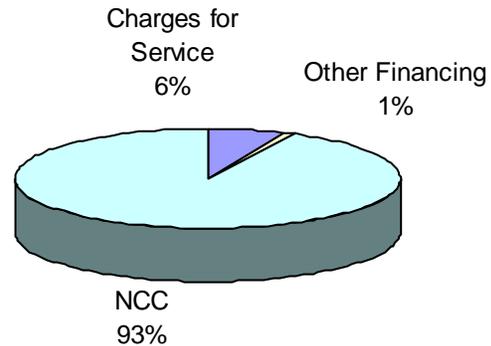
**Mail Support (1.0 FTE):**

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

**Revenue:** Sources include County departments and the Courts for mail/courier service and postage reimbursement.

**Source of Funds**

Charges for Service (\$155,465): Primarily comprised of revenue from the Courts (\$50,211), Inter-fund Revenue from Promotions for Economic Development (\$50,000), Mail Service offset (\$22,218) and Stores offset (\$31,236).



Miscellaneous (\$1,500)

Net County Cost (\$1,958,090): The Department is primarily

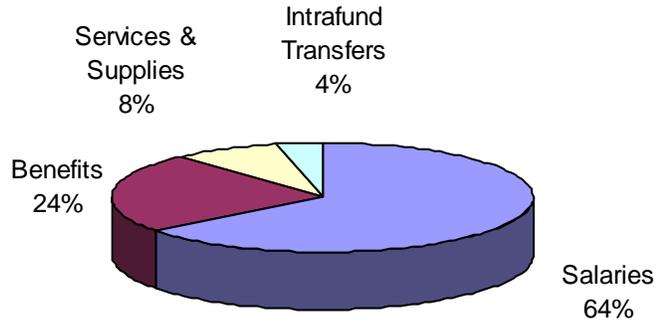
funded with discretionary General Fund tax revenue. These revenues are collected in Department 15 – General Fund Other Operations.

# CHIEF ADMINISTRATIVE OFFICE

## Use of Funds

Salaries & Benefits (\$2,008,120): Primarily comprised of salaries (\$1,416,832), retirement (\$265,405), and health insurance (\$216,156).

Services & Supplies (\$890,769): Primarily comprised of central stores inventory (\$298,000), bulk postage (\$450,000), professional services (\$25,454), equipment leases (\$28,902), rent/lease vehicles (\$13,297), fuel purchase (\$10,200), office expense (\$7,000), and memberships (\$10,428).



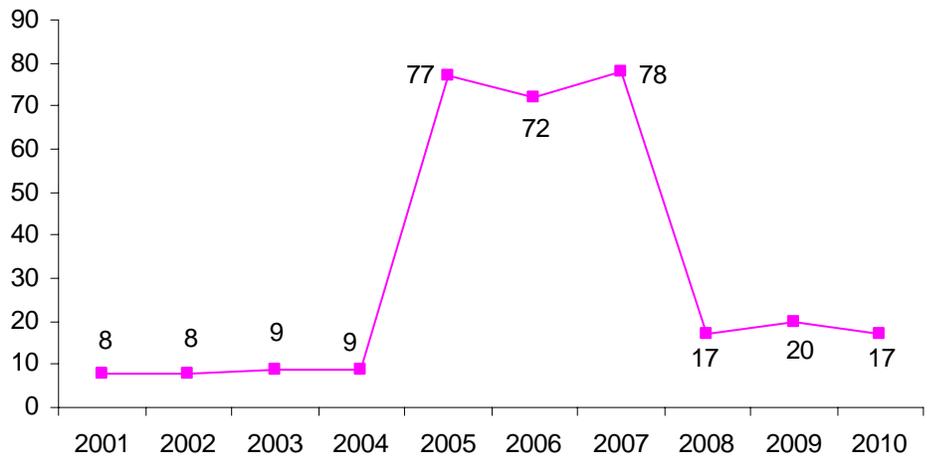
Services & Supplies Abatements (-\$704,200): Comprised of charges to other departments for central stores inventory (-\$298,000) and bulk postage (-\$406,200).

Intra-fund Transfers (\$81,789): Includes charges from other departments for services such as network support (\$39,167), mainframe support (\$15,660), and telephone (\$11,952).

Intra-fund Abatement: (-\$161,423): Includes charges to other departments for mail service (-\$73,168) and stores support (-\$88,255).

## Staffing Trend

Staffing for the Chief Administrative Officer over the past ten years reflects fluctuation between FY2004-05 and FY2006-07 due to combining several departments under the Chief Administrative Office. In FY2007-08 Human Resources and Information Technologies became separate departments reducing the Chief Administrative Office allocation. On average, the 10 year variance is 9.0 FTE's which is 1.0 FTE higher than FY2000-01. All positions in the Chief Administrative Office are located in Placerville.



# CHIEF ADMINISTRATIVE OFFICE

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## Chief Administrative Office Comments

The Proposed Budget for the Chief Administrative Office reflects staffing changes made during FY2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

The Economic Development budget includes an offset from Promotions (Department 13) in the amount of \$50K to cover economic development functions associated with promotional activity in the County. In addition, the annual contribution of \$27K for Sierra Economic Development District (SEDD) has been moved to the Promotions budget consistent with other promotions related activity. This contribution is required by a pre-existing Memorandum of Understanding.

## Financial Information by Fund Type

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

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
1740	1,150	400	1,800	1,800	1,400
1771	54,148	61,248	50,211	50,211	-11,037
1800	0	0	30,000	50,000	50,000
1804	33,362	36,362	22,218	22,218	-14,144
1805	43,624	43,624	31,236	31,236	-12,388
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	132,284	141,634	155,465	13,831
1920	3,500	12,500	1,500	1,500	-11,000
1942	47	0	0	0	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	3,547	12,500	1,500	-11,000
2020	0	0	19,684	0	0
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	0	19,684	0	0
<b>TYPE: R SUBTOTAL</b>	135,831	154,134	156,648	156,965	2,831

# CHIEF ADMINISTRATIVE OFFICE

## Financial Information by Fund Type

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

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED BUDGET	REQUEST	RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	1,446,557	1,521,598	1,467,728	1,416,832	-104,766
3001	TEMPORARY EMPLOYEES	11,249	0	0	0	0
3002	OVERTIME	5,463	0	0	0	0
3004	OTHER COMPENSATION	28,731	12,790	16,426	16,426	3,636
3020	RETIREMENT EMPLOYER SHARE	265,144	304,397	265,405	265,405	-38,992
3022	MEDI CARE EMPLOYER SHARE	23,038	22,225	16,420	16,420	-5,804
3040	HEALTH INSURANCE EMPLOYER SHARE	235,102	211,240	216,156	216,156	4,915
3041	UNEMPLOYMENT INSURANCE EMPLOYER	5,939	6,195	11,008	11,008	4,813
3042	LONG TERM DISABILITY EMPLOYER SHARE	5,887	5,946	5,284	5,284	-662
3043	DEFERRED COMPENSATION EMPLOYER	17,154	25,365	18,211	18,211	-7,154
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	63,853	63,853	15,007	15,007	-48,846
3060	WORKERS' COMPENSATION EMPLOYER	12,918	12,918	9,371	9,371	-3,547
3080	FLEXIBLE BENEFITS	6,000	66,000	18,000	18,000	-48,000
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>2,127,034</b>	<b>2,252,527</b>	<b>2,059,016</b>	<b>2,008,120</b>	<b>-244,407</b>
4020	CLOTHING & PERSONAL SUPPLIES	0	150	0	0	-150
4040	TELEPHONE COMPANY VENDOR PAYMENTS	2,016	975	925	925	-50
4041	COUNTY PASS THRU TELEPHONE CHARGES	569	910	515	515	-395
4080	HOUSEHOLD EXPENSE	50	50	50	50	0
4083	LAUNDRY	1,019	700	1,045	1,045	345
4085	REFUSE DISPOSAL	500	500	500	500	0
4100	INSURANCE: PREMIUM	9,403	9,403	19,601	19,601	10,198
4140	MAINT: EQUIPMENT	500	500	0	0	-500
4143	MAINT: SERVICE CONTRACT	0	3,000	0	0	-3,000
4160	VEH MAINT: SERVICE CONTRACT	1,000	1,500	500	500	-1,000
4220	MEMBERSHIPS	13,133	5,078	6,200	6,200	1,122
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	1,138	4,228	4,228	4,228	0
4260	OFFICE EXPENSE	5,199	8,600	7,000	7,000	-1,600
4261	POSTAGE	3,010	7,250	2,750	2,750	-4,500
4262	SOFTWARE	90	0	0	0	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	650	1,650	1,000	1,000	-650
4264	BOOKS / MANUALS	100	500	500	500	0
4266	PRINTING / DUPLICATING SERVICES	100	3,600	100	100	-3,500
4300	PROFESSIONAL & SPECIALIZED SERVICES	52,069	105,500	25,454	25,454	-80,046
4400	PUBLICATION & LEGAL NOTICES	1,000	4,700	1,500	1,500	-3,200
4420	RENT & LEASE: EQUIPMENT	27,549	27,350	28,902	28,902	1,552
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	9,300	10,000	5,580	5,580	-4,420
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	27	0	0	0	0
4461	EQUIP: MINOR	610	1,000	1,000	1,000	0
4500	SPECIAL DEPT EXPENSE	1,100	1,500	1,500	1,500	0
4501	SPECIAL PROJECTS	0	0	1,000	1,000	1,000
4503	STAFF DEVELOPMENT	0	3,000	1,000	1,000	-2,000

# CHIEF ADMINISTRATIVE OFFICE

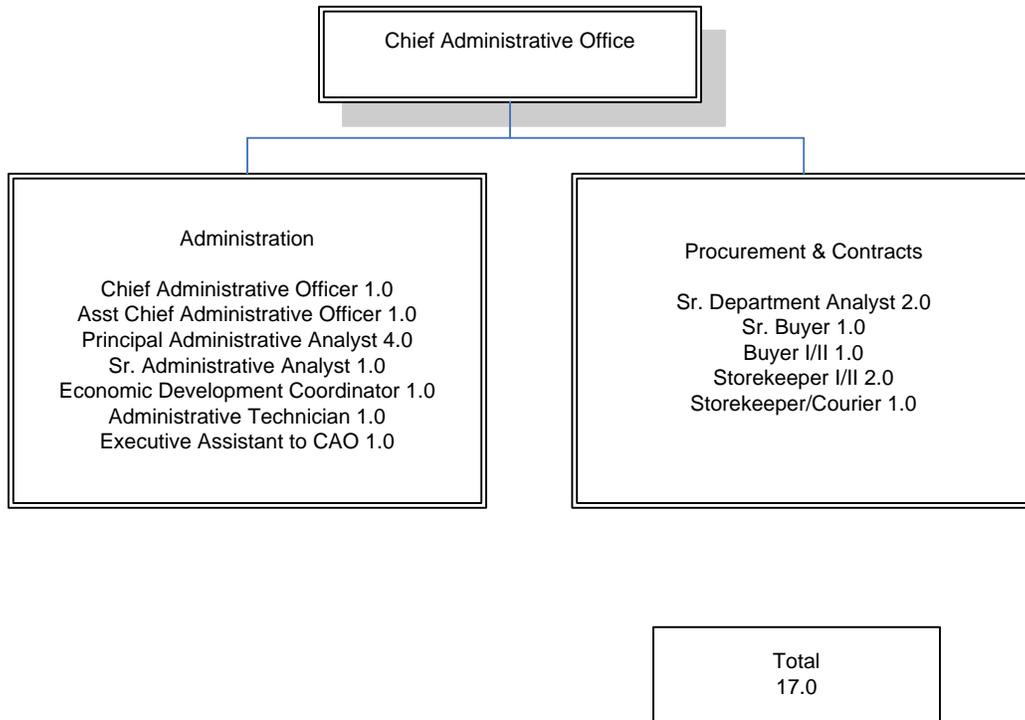
## Financial Information by Fund Type

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

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED BUDGET	REQUEST	RECOMMENDED BUDGET	DIFFERENCE
4505	SB924: TRANSPORTATION & TRAVEL	15	0	0	0	0
4513	INVENTORY: CENTRAL STORES GENERAL	297,000	297,000	0	0	-297,000
4514	BULK: POSTAGE PURCHASE GENERAL SVCS	400,000	450,000	0	0	-450,000
4529	SOFTWARE LICENSE	3,822	3,999	3,822	3,822	-177
4550	CENTRAL STORES INVENTORY OFFSET	-297,000	-297,000	298,000	298,000	595,000
4551	BULK POSTAGE PURCHASE OFFSET	-359,233	-400,000	450,000	450,000	850,000
4600	TRANSPORTATION & TRAVEL	1,000	4,000	2,000	2,000	-2,000
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	2,050	3,100	2,600	2,600	-500
4605	RENT & LEASE: VEHICLE	13,297	13,797	13,297	13,297	-500
4606	FUEL PURCHASES	9,200	10,500	10,200	10,200	-300
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	200,283	287,040	890,769	890,769	603,729
4750	CENTRAL STORES INVENTORY ABATEMENTS	0	0	-298,000	-298,000	-298,000
4751	BULK PURCHASE POSTAGE ABATEMENTS	0	0	-406,200	-406,200	-406,200
<b>CLASS: 41</b>	<b>SERVICE &amp; SUPPLIES ABATEMENTS</b>	0	0	-704,200	-704,200	-704,200
5240	CONTRIB: NON-CNTY GOVERNMENTAL	26,639	27,000	0	0	-27,000
5300	INTERFND: SERVICE BETWEEN FUND TYPES	600	600	0	0	-600
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	27,239	27,600	0	0	-27,600
7200	INTRAFUND TRANSFERS: ONLY GENERAL	176	0	0	0	0
7220	INTRAFND: TELEPHONE EQUIPMENT &	10,400	10,400	11,952	11,952	1,552
7223	INTRAFND: MAIL SERVICE	4,775	4,775	1,981	1,981	-2,794
7224	INTRAFND: STORES SUPPORT	4,708	4,708	1,529	1,529	-3,179
7225	INTRAFND: CENTRAL DUPLICATING	5,000	10,500	5,000	5,000	-5,500
7227	INTRAFND: MAINFRAME SUPPORT	14,882	14,882	15,660	15,660	778
7229	INTRAFND: PC SUPPORT	2,750	3,600	2,500	2,500	-1,100
7231	INTRAFND: IS PROGRAMMING SUPPORT	4,445	4,000	4,000	4,000	0
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	750	750	0	0	-750
7234	INTRAFND: NETWORK SUPPORT	28,829	28,829	39,167	39,167	10,338
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	76,715	82,444	81,789	81,789	-655
7357	INTRFND ABATEMENTS: MAIL SERVICE	-101,017	-101,017	-73,168	-73,168	27,849
7358	INTRFND ABATEMENTS: STORES SUPPORT	-107,800	-107,800	-88,255	-88,255	19,545
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-208,817	-208,817	-161,423	-161,423	47,394
<b>TYPE: E SUBTOTAL</b>		2,222,455	2,440,794	2,165,951	2,115,055	-325,739
<b>FUND TYPE: 10 SUBTOTAL</b>		2,086,624	2,286,660	2,009,302	1,958,090	-328,570
<b>DEPARTMENT: 02 SUBTOTAL</b>		2,086,624	2,286,660	2,009,302	1,958,090	-328,570

## CHIEF ADMINISTRATIVE OFFICE

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Administration Division				
Chief Administrative Officer	1.00	1.00	1.00	0.00
Assistant Chief Administrative Officer	1.00	1.00	1.00	0.00
Administrative Technician	1.00	1.00	1.00	0.00
Economic Development Coordinator	1.00	1.00	1.00	0.00
Executive Assistant to the CAO	1.00	1.00	1.00	0.00
Principal Administrative Analyst	5.00	5.00	5.00	0.00
Procurement & Contracts Division				
Buyer I/II	1.00	1.00	1.00	0.00
Sr. Buyer	1.00	1.00	1.00	0.00
Sr. Department Analyst	2.00	2.00	2.00	0.00
Storekeeper I/II	2.00	2.00	2.00	0.00
Storekeeper/Courier	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>0.00</b>



## CHIEF ADMINISTRATIVE OFFICE

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### Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	520,713	469,385	695,477	556,383	3,987,237
Benefits	74,634	86,864	133,533	166,922	1,810,263
Services & Supplies	133,720	121,646	105,573	115,710	2,642,089
Other Charges	100	-	100	50	113,427
Fixed Assets	1,573	9,631	4,270	-	85,321
Operating Transfers	14,466	14,781	-	-	-
Intrafund Transfers	23,378	27,802	29,723	28,340	(3,745,764)
<b>Total Appropriations</b>	<b>768,584</b>	<b>730,109</b>	<b>968,676</b>	<b>867,405</b>	<b>4,892,573</b>
Licenses, Permits	-	-	-	-	55,000
State	41,174	-	-	-	-
Charges for Service	-	-	-	-	1,296,716
Interfund Revenue	18,500	20,000	18,500	62,630	-
Misc.	-	-	-	-	35,078
<b>Total Revenue</b>	<b>59,674</b>	<b>20,000</b>	<b>18,500</b>	<b>62,630</b>	<b>1,386,794</b>
<b>NCC</b>	<b>708,910</b>	<b>710,109</b>	<b>950,176</b>	<b>804,775</b>	<b>3,505,779</b>
<b>FTE's</b>	<b>8</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>77</b>

## CHIEF ADMINISTRATIVE OFFICE

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	4,321,148	4,809,738	1,360,812	1,427,321	1,467,728
Benefits	1,915,491	2,036,683	602,266	699,714	540,392
Services & Supplies	3,077,725	3,536,521	301,808	200,283	186,569
Other Charges	1,555	1,510	26,639	27,239	-
Fixed Assets	335,952	752,766	-	-	-
Operating Transfers	-	-	-	-	-
Intrafund Transfers	(3,385,413)	(3,560,769)	53,805	(132,102)	(79,634)
<b>Total Appropriations</b>	<b>6,266,458</b>	<b>7,576,449</b>	<b>2,345,330</b>	<b>2,222,455</b>	<b>2,115,055</b>
Licenses, Permits	55,000	55,000	-	-	-
State	-	-	-	-	-
Charges for Service	1,306,147	1,499,788	-	132,284	155,464
Interfund Revenue	-	-	-	-	-
Misc.	9,443	615	9	3,547	1,500
<b>Total Revenue</b>	<b>1,370,590</b>	<b>1,555,403</b>	<b>9</b>	<b>135,831</b>	<b>156,964</b>
<b>NCC</b>	<b>4,895,868</b>	<b>6,021,046</b>	<b>2,345,321</b>	<b>2,086,624</b>	<b>1,958,091</b>
<b>FTE's</b>	<b>72</b>	<b>78</b>	<b>17</b>	<b>20</b>	<b>17</b>

10 Year Variance		
	\$ Change	% Change
Salaries	947,015	182%
Benefits	465,758	624%
Services & Supplies	52,849	40%
Other Charges	(100)	-100%
Fixed Assets	(1,573)	-100%
Operating Transfers	(14,466)	-100%
Intrafund Transfers	(103,012)	-441%
<b>Total Appropriations</b>	<b>1,346,471</b>	<b>175%</b>
State - Other	(41,174)	N/A
Charges for Service	155,464	N/A
Interfund Revenue	(18,500)	N/A
Misc.	1,500	N/A
<b>Total Revenue</b>	<b>97,290</b>	<b>163%</b>
<b>NCC</b>	<b>1,249,181</b>	<b>176%</b>
<b>FTE's</b>	<b>9</b>	<b>113%</b>

### Notes

FY 2002-03 included overtime costs of \$171,913

FY 2004-05 Human Resources was added to Chief Administrative Office (10 FTE's), Information Technologies was added (38 FTE's), Procurement & Contracts/Stores/Print Shop was added (13 FTE's), Risk Management was added (7 FTE's)

FY 2005-06 Stores & Print shop moved to General Services (7 FTE's)

FY 2007-08 Human Resources/Risk Management was moved out of Chief Administrative Office (18 FTE's), Information Technologies moved out (43 FTE's)



# AUDITOR-CONTROLLER

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## Mission

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

## Program Summaries

### Administration

Positions: 2.25 FTE

Extra Help : \$0

**Total Appropriations: \$400,607**

**Total Revenues: \$4,500**

**Net County Cost: \$396,107**

**Furlough Value: \$10,495**

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

Annual revenues are derived from the Cash Overage fund, which is estimated to be \$2,500 this fiscal year. The estimated \$2,000 reimbursement for the contracted legal services attributable to the El Dorado Hills Business Park foreclosure activity are one-time only revenues since they will be earned only when there is foreclosure activity.

### Property Tax

Positions: 3.55 FTE

Extra Help: \$0

**Total Appropriations: \$597,411**

**Total Revenues: \$308,700**

**Net County Cost: \$288,711**

**Furlough Value: \$10,347**

This Division calculates over 150,000+ property tax liabilities based upon assessed value totaling over \$325 million, including changes/refunds. The Division places 600,000+ line items of direct charges totaling over \$30 million on the secured tax bills by working with 60 different taxing agencies with 250 different types of direct charges. The Division calculates and

## **AUDITOR-CONTROLLER**

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distributes property tax revenues to over 85 local taxing agencies. The Division files various State required reports and continually implements new legislation related to property taxes, redevelopment agencies, Educational Revenue Augmentation Fund (ERAF), Triple Flip, Vehicle License Fee (VLF) Swap, etc.

Each of the revenue sources for this Division would be characterized as on-going. The revenue generated by this Division is from the handling charges on parcel taxes in the amount of \$221,000, the handling charges on supplemental taxes in the amount of \$35,000, and the handling charges on timeshare assessments in the amount of \$48,500. The administrative charges for calculating, preparing and collecting the LAFCO charges to cities and special districts are estimated to be \$1,700. The revenue from the share of the costs for administering and processing the taxpayer claims for excess proceeds from tax sales is estimated to be \$2,500.

### **Financial Reporting**

**Positions: 6.8 FTE**

**Extra Help: \$0**

**Total Appropriations: \$829,532**

**Total Revenues: \$48,794**

**Net County Cost: \$780,738**

**Furlough Value: \$23,255**

This Division provides financial reporting, accounting, and auditing support services to County operating departments and independent special districts. The Auditor-Controller's staff acts as fiscal liaison between the County, State, and Federal funding agencies, and assists departmental managers in the design and implementation of accounting and bookkeeping procedures. This Division provides professional review of financial and other cost reports for departments prior to their submission to the State. Staff performs analytical review of cost applied rates such as the fleet rates and worker's compensation rates. Staff prepares the annual A87 Cost Plan and the annual draft financial statements for the county's external auditors. The county's fixed asset accounting is managed by this Division as well as the accounting and distribution of the State Transportation Development Act (TDA) funds to the various claimants. Staff within this Division are responsible for the daily management of Positive Pay with the County's bank to provide validation of daily checks issued. This Division prepares the State's required annual financial reports on behalf of 36 special districts.

Each of the revenue sources for this Division is ongoing. Auditing fees for special district and other agency audits are estimated at \$22,000. Accounting services for the departmental financial/cost report reviews are estimated at \$17,494. The TDA accounting services will generate \$4,000 in revenue. The share of the administrative charges for the development fees collection and processing is \$5,300.

### **Payroll**

**Positions: 2.0 FTE**

**Extra Help: \$0**

**Total Appropriations: \$234,407**

**Total Revenues: \$1,000**

**Net County Cost: \$233,407**

**Furlough Value: \$6,091**

Payroll accounting prepares biweekly payroll instruments and "wage/tax reports" for County and 18 affiliated local governmental agencies; processes "gross to net" deductions for health insurance and other benefits, association dues, credit union banking, retirement and legal

## **AUDITOR-CONTROLLER**

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attachments (garnishments); administers the Optional Benefits Program for over 500 county employees; and administers deferred compensation program for over 1,000 county employees.

The \$1,000 of revenues is generated from charges to departments to cover costs for the preparation of supplemental payroll checks and retroactive pay increases. All of these revenues will continue to be ongoing subject to the number of checks of each type that has to be issued.

### **Accounting**

**Positions: 11 FTE**

**Extra Help: \$22,778**

**Total Appropriations: \$1,012,086**

**Total Revenues: \$33,300**

**Net County Cost: \$978,786**

**Furlough Value: \$24,249**

This Division reviews and processes accounts payable disbursement items, including employee travel reimbursements, contract payments and payments for product purchases; maintains ledger accounts and processes transactions for 50 Special Districts having independent governing boards; provides computerized financial reporting for budget item detail and account summary information to all departments and agencies, using the County Treasury as their cash depository. This Division reviews and processes the daily deposits for all county departments, schools and other agencies. The County's purchase card program (PCard) is managed by the staff within this Division. This includes the issuance of purchase cards (1000 cards), continuous modification of commodity types and dollar thresholds for cardholders, review of in excess of 5,500 purchase card transactions which amount to over \$4 million in charges, reconciliation and distribution of bi-weekly purchase card statements and the posting of the purchase card charges to the department budgets. This Division is responsible for the records management of the department. Annually, it scans and catalogs in excess of 35,000 document types containing more than 239,000 individual transactions with more than 500,000 pages of supporting documentation. This Division administers five Mello Roos districts providing all accounting services, annual reports, calculating the annual special tax levy, debt service management, and administration of all delinquencies. Staff administers funding for the Missouri Flat MC&FP development through an analysis of the quarterly sales tax reports from BOE to determine the amounts generated from new businesses that must be transferred to the restricted fund for this project.

The on-going revenues are generated from accounting service charges to the Mello Roos Districts in the amount of \$12,000 and the annual rebate for the PCard purchases in the amount of \$15,000. In addition there is \$300 in estimated revenue from charges to county departments to cover costs for hand typed vendor checks.

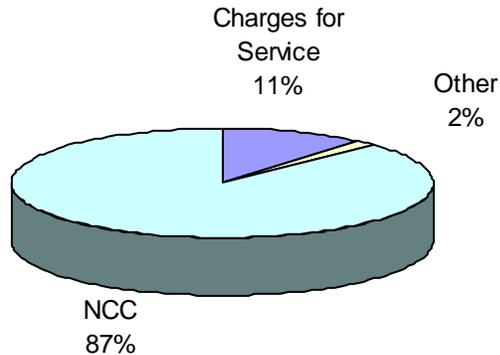
The one-time only revenue of \$6,000 is for accounting services related to the Bond Authority. Those bonds will be paid in full in November of this fiscal year so that revenue source will end at that point.

# AUDITOR-CONTROLLER

## Financial Charts

### Source of Funds

Charge for Services (\$343,294): The bulk of this revenue is generated in the Property Tax section, and consists of handling charges on parcel taxes (\$221,000) and the department's share of the County's 5% supplemental tax roll. Additional revenue is generated in the Financial Reporting section for accounting and audit services provided to



special districts (\$22,000) and other agencies and review of departmental cost reports (\$17,494). The remainder of the revenue in this character is generated in the Accounting section, mainly through accounting charges to the Mello Roos districts (\$12,000) and rebates associated with the Purchase Card program (\$15,000).

Miscellaneous (\$2,000): Reimbursement for contracted legal services related to the El Dorado Hills Business Park foreclosure activity are estimated at \$2,000, but will only be realized if there is foreclosure activity in the business park.

Operating Transfers (\$51,000): The bulk of this revenue (\$48,500) is derived from the fees charged for the separate assessment of timeshare projects, as provided by County Ordinance. This revenue is shared among the property tax administration departments.

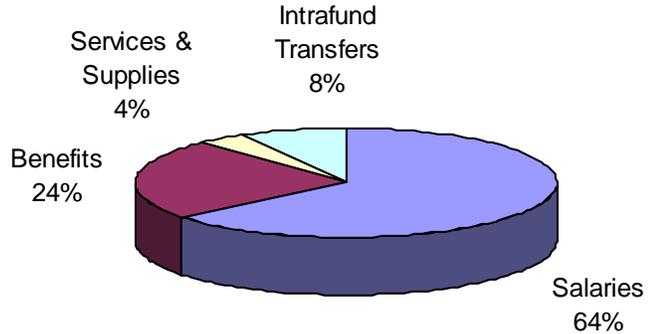
Net County Cost (\$2,677,751): The department is primarily funded with discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations.

# AUDITOR-CONTROLLER

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## Use of Funds

**Salaries & Benefits (\$2,711,132):** Primarily comprised of general salaries and benefits (\$2,044,662), retirement (\$371,332), retiree health (\$21,460), workers' compensation (\$21,690) and health insurance (\$229,210). The budget includes \$22,778 in the Accounting section to fund 0.6 FTE extra help to continue the department's record scanning program.



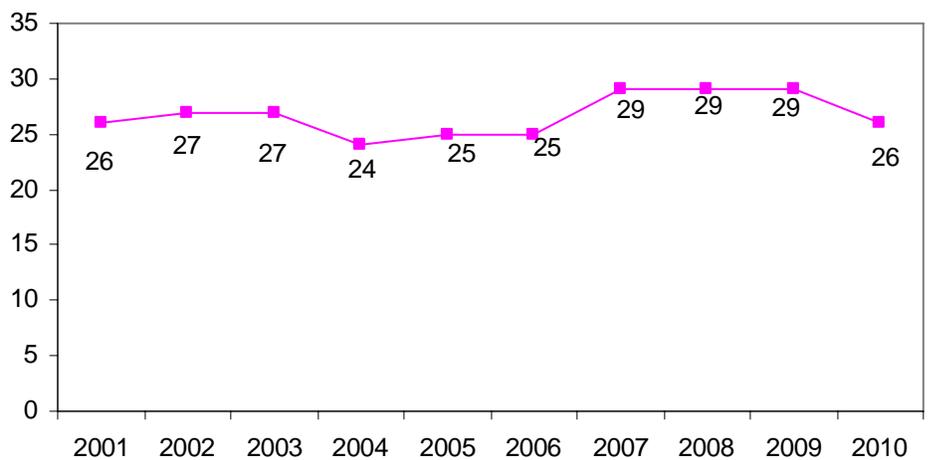
**Services & Supplies (\$110,866):** Major components of this include general liability premium (\$18,151), office expense (\$21,312), postage (\$19,190) for mailing vendor checks and other documents. Professional and specialized services of \$30,760 include attorney services for bond foreclosure activity in the El Dorado Hills business park (\$2,000), database programming (\$22,500), and cost plan review services (\$5,000).

**Intrafund Transfers (\$319,009):** Intrafund transfers consist of charges from other departments for services such as mainframe support (\$245,247), telephone (\$11,244), and network support (\$37,359).

**Intrafund Abatements (\$66,962):** These are charges to County departments for accounting and audit services, which are primarily paid by Human Services, Child Support, Probation, and the District Attorney.

## Staffing Trend

Staffing for the department has changed little over the past ten years. Reductions in 2004 coincide with staffing cuts across several general government departments due to fiscal downturns. The proposed staff allocation for FY 2009-10 is 25.6; a reduction of 0.4 FTE from FY 2000-01. All staff is located on the West Slope.



# AUDITOR-CONTROLLER

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## Chief Administrative Office Comments

The Proposed Budget for the Auditor-Controller reflects staffing changes made during FY 2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09. The budget for the Auditor-Controller is recommended at a base level and fully funds all allocated positions.

## Financial Information by Fund Type

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

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
1300	ASSESSMENT & TAX COLLECTION FEES	259,063	267,000	258,500	258,500	-8,500
1320	AUDIT & ACCOUNTING FEES	79,959	61,800	60,000	60,000	-1,800
1800	INTERFND REV: SERVICE BETWEEN FUND	21,314	19,762	24,794	24,794	5,032
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	360,336	348,562	343,294	343,294	-5,268
1940	MISC: REVENUE	2,404	11,000	2,000	2,000	-9,000
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	2,404	11,000	2,000	2,000	-9,000
2020	OPERATING TRANSFERS IN	54,422	55,998	51,000	51,000	-4,998
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	54,422	55,998	51,000	51,000	-4,998
<b>TYPE: R SUBTOTAL</b>		417,162	415,560	396,294	396,294	-19,266

# AUDITOR-CONTROLLER

## Financial Information by Fund Type

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

		CURRENT YR		CAO		
		MID-YEAR	DEPARTMENT	RECOMMENDED		
		PROJECTION	REQUEST	BUDGET	DIFFERENCE	
		APPROVED				
		BUDGET				
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	1,872,577	2,065,967	1,942,815	1,868,378	-197,589
3001	TEMPORARY EMPLOYEES	978	43,000	21,436	22,778	-20,222
3002	OVERTIME	4,146	0	10,000	7,570	7,570
3004	OTHER COMPENSATION	12,770	63,082	35,538	35,538	-27,543
3020	RETIREMENT EMPLOYER SHARE	353,521	401,684	371,332	371,332	-30,352
3022	MEDI CARE EMPLOYER SHARE	27,004	30,562	27,629	27,629	-2,933
3040	HEALTH INSURANCE EMPLOYER SHARE	252,972	233,970	229,210	229,210	-4,760
3041	UNEMPLOYMENT INSURANCE EMPLOYER	6,351	8,616	14,249	14,249	5,634
3042	LONG TERM DISABILITY EMPLOYER SHARE	7,437	7,437	6,840	6,840	-598
3043	DEFERRED COMPENSATION EMPLOYER	17,690	21,232	24,458	24,458	3,226
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	83,008	83,008	21,460	21,460	-61,548
3060	WORKERS' COMPENSATION EMPLOYER	20,772	20,772	20,311	21,690	918
3080	FLEXIBLE BENEFITS	23,188	66,000	60,000	60,000	-6,000
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	2,682,414	3,045,329	2,785,278	2,711,132	-334,197
4041	COUNTY PASS THRU TELEPHONE CHARGES	208	1,532	412	412	-1,120
4080	HOUSEHOLD EXPENSE	65	65	65	65	0
4100	INSURANCE: PREMIUM	9,580	9,580	17,100	18,151	8,571
4140	MAINT: EQUIPMENT	1,395	4,905	4,305	4,305	-600
4220	MEMBERSHIPS	1,136	1,415	1,415	1,415	0
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	450	450	450	450	0
4260	OFFICE EXPENSE	17,392	18,342	21,314	21,314	2,972
4261	POSTAGE	16,970	18,450	19,190	19,190	740
4262	SOFTWARE	147	0	0	0	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	25,835	39,680	30,760	30,760	-8,920
4400	PUBLICATION & LEGAL NOTICES	71	70	75	75	5
4420	RENT & LEASE: EQUIPMENT	5,509	5,517	5,526	5,526	9
4461	EQUIP: MINOR	897	0	0	0	0
4500	SPECIAL DEPT EXPENSE	0	1,160	1,160	1,160	0
4503	STAFF DEVELOPMENT	2,805	3,960	4,010	4,010	50
4600	TRANSPORTATION & TRAVEL	1,492	1,775	1,775	1,775	0
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	1,299	1,778	1,686	1,686	-92
4605	RENT & LEASE: VEHICLE	400	450	322	322	-128
4606	FUEL PURCHASES	303	350	250	250	-100
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	85,954	109,479	109,815	110,866	1,387
5300	INTERFND: SERVICE BETWEEN FUND TYPES	0	200	0	0	-200
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	0	200	0	0	-200
7220	INTRAFND: TELEPHONE EQUIPMENT &	11,202	10,352	11,244	11,244	892
7223	INTRAFND: MAIL SERVICE	5,014	5,014	5,014	2,724	-2,290
7224	INTRAFND: STORES SUPPORT	1,284	1,284	1,284	1,223	-61
7225	INTRAFND: CENTRAL DUPLICATING	2,333	3,390	4,472	4,472	1,082
7227	INTRAFND: MAINFRAME SUPPORT	247,435	247,435	247,435	245,247	-2,188

# AUDITOR-CONTROLLER

## Financial Information by Fund Type

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

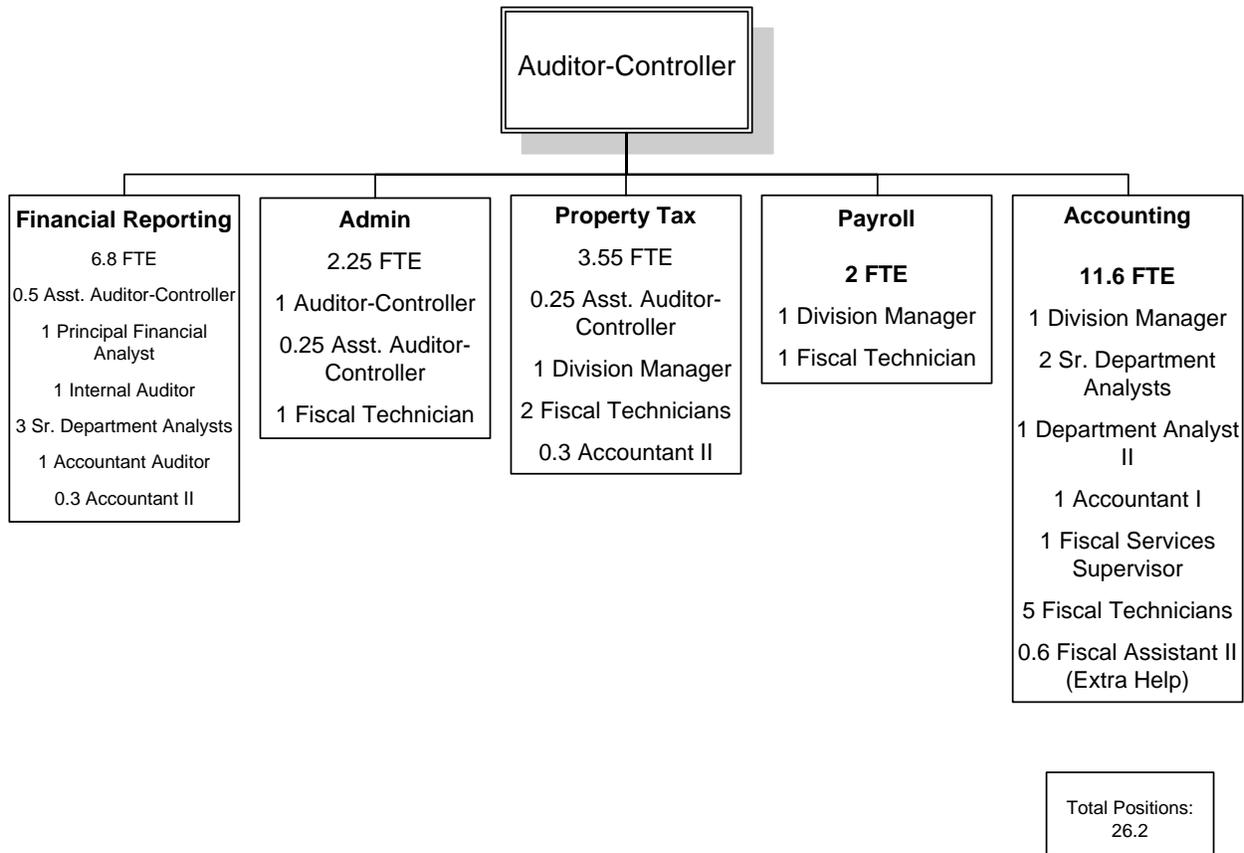
		CURRENT YR		CAO		DIFFERENCE
		MID-YEAR PROJECTION	APPROVED BUDGET	DEPARTMENT REQUEST	RECOMMENDED BUDGET	
7229	INTRAFND: PC SUPPORT	4,230	6,000	9,000	9,000	3,000
7231	INTRAFND: IS PROGRAMMING SUPPORT	6,690	6,018	7,740	7,740	1,722
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	602	0	0	0	0
7234	INTRAFND: NETWORK SUPPORT	34,162	34,162	34,162	37,359	3,197
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>312,952</b>	<b>313,655</b>	<b>320,351</b>	<b>319,009</b>	<b>5,354</b>
7350	INTRFND ABATEMENTS: GF ONLY	-53,311	-55,643	-66,962	-66,962	-11,319
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	<b>-53,311</b>	<b>-55,643</b>	<b>-66,962</b>	<b>-66,962</b>	<b>-11,319</b>
<b>TYPE: E SUBTOTAL</b>		<b>3,028,009</b>	<b>3,413,020</b>	<b>3,148,482</b>	<b>3,074,045</b>	<b>-338,975</b>
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	<b>2,610,847</b>	<b>2,997,460</b>	<b>2,752,188</b>	<b>2,677,751</b>	<b>-319,709</b>
<b>DEPARTMENT: 03</b>	<b>SUBTOTAL</b>	<b>2,610,847</b>	<b>2,997,460</b>	<b>2,752,188</b>	<b>2,677,751</b>	<b>-319,709</b>

## Personnel Allocation

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Auditor-Controller	1.00	1.00	1.00	0.00
Accountant I/II	0.60	0.60	0.60	0.00
Accountant/Auditor	1.00	1.00	1.00	0.00
Accounting Division Manager	3.00	3.00	3.00	0.00
Accounting Systems Administrator	1.00	1.00	1.00	0.00
Administrative Service Officer	3.00	3.00	3.00	0.00
Chief Assistant Auditor-Controller	1.00	1.00	1.00	0.00
Cost Accountant	1.00	1.00	1.00	0.00
Fiscal Technician	7.00	7.00	7.00	0.00
Internal Auditor	1.00	1.00	1.00	0.00
Principal Financial Analyst	1.00	1.00	1.00	0.00
Sr. Department Analyst	3.00	3.00	3.00	0.00
Sr. Information Technology Department Coordinator	1.00	1.00	1.00	0.00
Sr. Payroll Specialist	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>25.60</b>	<b>25.60</b>	<b>25.60</b>	<b>0.00</b>

# AUDITOR-CONTROLLER

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## AUDITOR-CONTROLLER

### Ten Year History

	<b>00/01</b>	<b>01/02</b>	<b>02/03</b>	<b>03/04</b>	<b>04/05</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
Salaries	1,104,636	1,162,170	1,208,245	1,176,094	1,206,096
Benefits	231,142	262,162	315,236	404,687	497,972
Services & Supplies	150,280	144,651	128,810	71,973	93,519
Other Charges	600	300	150	-	250
Fixed Assets	2,389	6,582	7,209	3,464	3,513
Operating Transfers	50,000	-	-	-	-
Intrafund Transfers	403,207	409,109	398,670	311,014	284,399
<b>Total Appropriations</b>	<b>1,942,254</b>	<b>1,984,974</b>	<b>2,058,320</b>	<b>1,967,232</b>	<b>2,085,749</b>
State	52,130	27,430	-	-	-
Charges for Service	326,015	332,337	394,282	429,127	429,726
Misc.	91,371	(311)	270	44,088	612
Other	-	-	-	-	49,314
<b>Total Revenue</b>	<b>469,516</b>	<b>359,456</b>	<b>394,552</b>	<b>473,215</b>	<b>479,652</b>
<b>NCC</b>	<b>1,472,738</b>	<b>1,625,518</b>	<b>1,663,768</b>	<b>1,494,017</b>	<b>1,606,097</b>
<b>FTE's</b>	<b>26</b>	<b>27</b>	<b>27</b>	<b>24</b>	<b>25</b>

## AUDITOR-CONTROLLER

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	1,587,017	1,892,676	1,929,511	1,886,990	1,971,821
Benefits	650,814	725,152	754,811	795,424	739,311
Services & Supplies	82,610	131,695	95,238	85,954	110,866
Other Charges	400	640	-	-	-
Fixed Assets	5,860	-	-	-	-
Operating Transfers	-	-	-	-	-
Intrafund Transfers	241,450	261,696	249,927	259,641	252,047
<b>Total Appropriations</b>	<b>2,568,151</b>	<b>3,011,859</b>	<b>3,029,487</b>	<b>3,028,009</b>	<b>3,074,045</b>
State	-	-	-	-	-
Charges for Service	481,918	422,974	434,445	360,336	343,294
Misc.	-	38,586	656	2,404	2,000
Other	62,326	59,509	77,464	54,422	51,000
<b>Total Revenue</b>	<b>544,244</b>	<b>521,069</b>	<b>512,565</b>	<b>417,162</b>	<b>396,294</b>
<b>NCC</b>	<b>2,023,907</b>	<b>2,490,790</b>	<b>2,516,922</b>	<b>2,610,847</b>	<b>2,677,751</b>
<b>FTE's</b>	<b>25</b>	<b>29</b>	<b>29</b>	<b>29</b>	<b>26</b>

10 Year Variance		
	\$ Change	% Change
Salaries	867,185	79%
Benefits	508,169	220%
Services & Supplies	(39,414)	-26%
Other Charges	(600)	-100%
Fixed Assets	(2,389)	-100%
Operating Transfers	(50,000)	N/A
Intrafund Transfers	(151,160)	662%
<b>Total Appropriations</b>	<b>1,131,791</b>	<b>58%</b>
State	(52,130)	N/A
Charges for Service	17,279	5%
Misc.	(89,371)	-98%
Other	51,000	N/A
<b>Total Revenue</b>	<b>(73,222)</b>	<b>-16%</b>
<b>NCC</b>	<b>1,205,013</b>	<b>82%</b>
<b>FTE's</b>	<b>-</b>	<b>0%</b>

Notes



# TREASURER-TAX COLLECTOR

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## Mission

The Treasurer-Tax Collector's Department is responsible for administration of the treasury and for the collection of property taxes, which include secured, unsecured, and supplemental. The Treasurer-Tax Collector's Department is also responsible for the Transient Occupancy Tax program and the business license program.

## Program Summaries

### Treasurer

**Positions: 3.83 FTE**  
**Extra Help : \$36,680**

**Total Appropriations: \$500,000**  
**Total Revenues: \$500,000**  
**Net County Cost: \$0**  
**Furlough Value: \$9,348**

The Treasury is responsible for over one billion dollars deposited annually. The Treasury manages cash and anticipates the short term cash flow needs of the County, schools, and outside agencies. The Treasurer is also responsible for bond collection and administration.

### Tax Collector

**Positions: 14.17 FTE**  
**Extra Help : \$55,020**

**Total Appropriations: \$2,126,478**  
**Total Revenues: \$1,043,931**  
**Net County Cost: \$1,082,547**  
**Furlough Value: \$35,165**

The Tax Collector is responsible for preparation and mailing of all property tax bills, as well as collecting and depositing all receipts. The department accounts for delinquent taxes and transfers delinquent amounts to the defaulted tax roll. Revenues associated with this activity include a portion of the 5% supplemental tax roll administration fee that is split among the property tax administration departments, and fees for delinquent tax penalties.

The Tax Collector administers the Transient Occupancy Tax (TOT) and the Business License Ordinance. The department receives a 10% administrative fee for collection, enforcement and auditing services related to the TOT, and business license fees for administration of the business license ordinance.

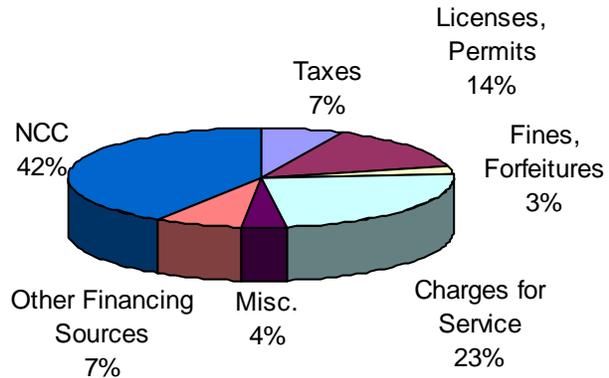
# TREASURER / TAX COLLECTOR

## Financial Charts

### Source of Funds

Taxes (\$180,000): The department receives 10% of the total receipts from the Hotel/Motel Tax (approximately \$1,800,000) to cover costs of administration and enforcement.

License, Permits, Franchises (\$372,000): The bulk of this revenue (\$340,000) is derived from business license fees. The remainder of the revenue is derived from vacation home rental permit fees.



Fine, Forfeiture & Penalties (\$85,852): The department charges penalties for delinquent taxes. Delinquent property tax installments are subject to a 10% penalty. Taxes which remain unpaid at the end of the fiscal year (June 30) are also subject to a 1.5% per month penalty.

Charge for Services (\$616,438): The bulk of the revenue in this class (\$500,000) is generated in the Treasury section, and is reimbursement for staff time spent on cash management and investment activities. The department's share of the County's 5% supplemental tax roll administration fee is budgeted at \$100,500.

Miscellaneous (\$105,600): The bulk of these revenues are generated by tax sale fees which include excess proceeds refund fee, reimbursement for advertising and other costs of conducting the sales, returned check fees, alternative payment plan fees, and research fees.

Operating Transfers (\$184,041): A redemption fee to cover the department's costs for collecting delinquent taxes is collected in a special revenue fund and transferred to the department (\$60,000). The department also receives a share of the fees charged for the separate assessment of timeshare projects, as provided by County Ordinance (\$120,541).

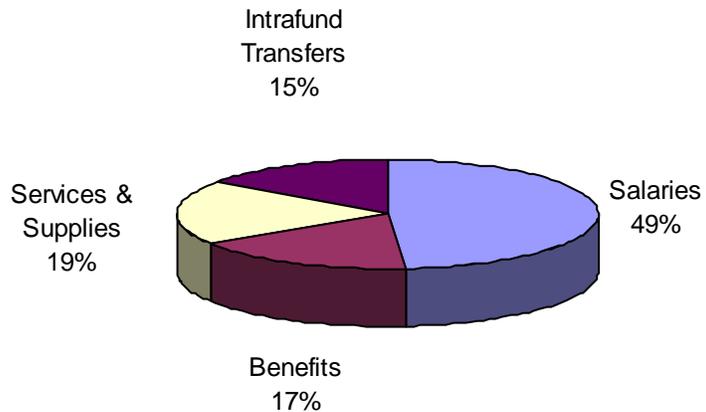
Net County Cost (\$1,082,446): The department is primarily funded with discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations.

## TREASURER / TAX COLLECTOR

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### Use of Funds

Salaries & Benefits (\$1,725,854): Primarily comprised of general salaries and benefits (\$1,206,374), retirement (\$212,016), retiree health (\$14,256), workers' compensation (\$17,794) and health insurance (\$183,714). The budget includes \$91,700 for extra help, primarily to assist the department at peak workload times associated with large mailings for various property tax notices, to assist with special, revenue-generating projects, and to provide mandated services when permanent staff is unavailable or fully utilized.



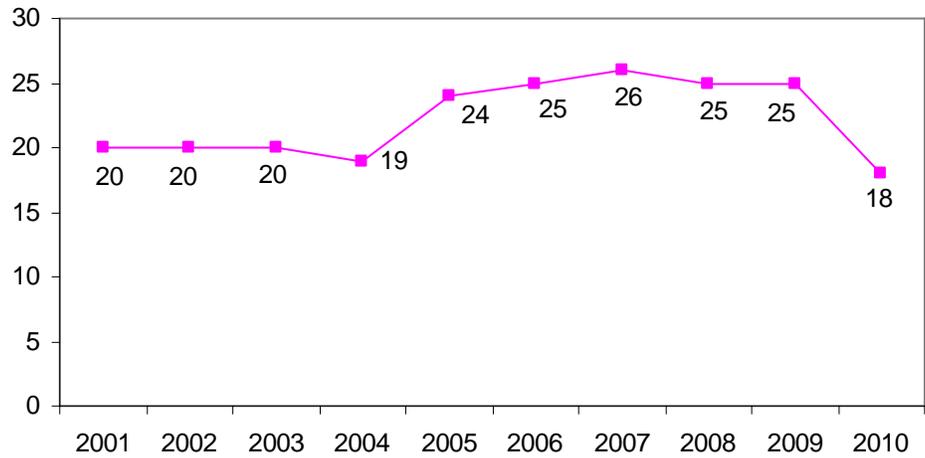
Services & Supplies (\$503,495): Primarily comprised of equipment rental and maintenance costs (\$57,677), software licenses (\$41,242), general liability insurance (\$42,146), professional & specialized services for banking services, armored car services, and deferred compensation plan consulting services (\$105,600), printing of tax bills and associated notices (\$70,300) and postage (\$130,000).

Intrafund Transfers (\$399,128): Intrafund transfers consist of charges from other departments for services such as mainframe support (\$256,604), network support (\$43,385), Information Technologies programming services for departmental projects such as on-line payments and on-line business license applications (\$60,000), telephone (\$7,516), mail service (\$8,850) and printing (\$10,000).

## TREASURER / TAX COLLECTOR

### Staffing Trend

Staffing for the Treasurer-Tax Collector has remained fairly flat over the past ten years, with an increase allocation between 2004 and 2008. This reflects the period of time during which the Revenue Recovery function was housed in the department. The proposed staff allocation for FY 2009-10 is 18 which is a reduction of 2 FTE from FY 2000-01 levels. All staff are located on the West Slope.



# TREASURER / TAX COLLECTOR

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## Chief Administrative Office Comments

The Proposed Budget for the Treasurer-Tax Collector reflects staffing changes made during FY 2008-09 and maintains all other ongoing adjustments identified at mid-year 2008-09. The Treasurer-Tax Collector's budget is recommended at a base level and fully funds all 18 FTEs.

## Financial Information by Fund Type

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

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0171	TAX: HOTEL & MOTEL OCCUPANCY	186,758	186,758	180,000	180,000	-6,758
<b>CLASS: 01</b>	<b>REV: TAXES</b>	186,758	186,758	180,000	180,000	-6,758
0210	LICENSE: BUSINESS	340,000	340,000	340,000	340,000	0
0260	OTHER LICENSE & PERMITS	32,000	32,000	32,000	32,000	0
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	372,000	372,000	372,000	372,000	0
0360	PENALTY & COST DELINQUENT TAXES	90,700	90,700	85,852	85,852	-4,848
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp; PENALTIES</b>	90,700	90,700	85,852	85,852	-4,848
1300	ASSESSMENT & TAX COLLECTION FEES	115,286	115,286	100,500	100,500	-14,786
1321	INVESTMENT & CASH MANAGEMENT FEE	500,056	500,056	500,000	500,000	-56
1800	INTERFND REV: SERVICE BETWEEN FUND	37,332	37,332	15,938	15,938	-21,394
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	652,674	652,674	616,438	616,438	-36,236
1940	MISC: REVENUE	106,151	106,151	105,600	105,600	-551
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	106,151	106,151	105,600	105,600	-551
2020	OPERATING TRANSFERS IN	168,342	168,342	184,141	184,041	15,699
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	168,342	168,342	184,141	184,041	15,699
<b>TYPE: R SUBTOTAL</b>		1,576,625	1,576,625	1,544,031	1,543,931	-32,694

# TREASURER / TAX COLLECTOR

## Financial Information by Fund Type

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

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	1,217,256	1,186,666	1,161,802	1,117,289	-69,377
3001	TEMPORARY EMPLOYEES	91,700	91,700	91,700	91,700	0
3002	OVERTIME	10,500	10,500	10,500	10,500	0
3004	OTHER COMPENSATION	13,143	13,143	15,000	15,000	1,857
3020	RETIREMENT EMPLOYER SHARE	224,683	221,092	212,016	212,016	-9,076
3022	MEDI CARE EMPLOYER SHARE	14,188	13,928	14,395	14,395	467
3040	HEALTH INSURANCE EMPLOYER SHARE	163,425	160,238	183,714	183,714	23,476
3041	UNEMPLOYMENT INSURANCE EMPLOYER	3,530	3,396	8,598	8,598	5,202
3042	LONG TERM DISABILITY EMPLOYER SHARE	4,108	4,044	4,127	4,127	83
3043	DEFERRED COMPENSATION EMPLOYER	3,842	3,842	6,465	6,465	2,623
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	75,462	75,462	14,256	14,256	-61,206
3060	WORKERS' COMPENSATION EMPLOYER	17,794	17,794	17,794	17,794	0
3080	FLEXIBLE BENEFITS	33,000	33,000	30,000	30,000	-3,000
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>1,872,631</b>	<b>1,834,805</b>	<b>1,770,368</b>	<b>1,725,855</b>	<b>-108,950</b>
4040	TELEPHONE COMPANY VENDOR PAYMENTS	600	600	200	200	-400
4041	COUNTY PASS THRU TELEPHONE CHARGES	416	416	1,000	1,000	584
4100	INSURANCE: PREMIUM	42,146	42,146	42,146	42,146	0
4140	MAINT: EQUIPMENT	25,865	25,865	26,144	26,144	279
4161	VEH MAINT: PARTS DIRECT CHARGE	0	0	160	160	160
4163	VEH MAINT: INVENTORY	0	0	100	100	100
4220	MEMBERSHIPS	2,165	2,165	2,465	2,465	300
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	300	300	300	300	0
4260	OFFICE EXPENSE	16,100	16,100	16,500	16,500	400
4261	POSTAGE	118,660	118,660	130,000	130,000	11,340
4262	SOFTWARE	2,500	0	500	500	500
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	700	700	2,830	2,830	2,130
4266	PRINTING / DUPLICATING SERVICES	69,426	69,426	70,300	70,300	874
4300	PROFESSIONAL & SPECIALIZED SERVICES	119,978	119,978	105,600	105,600	-14,378
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	0	0	200	200	200
4400	PUBLICATION & LEGAL NOTICES	14,700	14,700	14,400	14,400	-300
4420	RENT & LEASE: EQUIPMENT	35,870	35,870	31,533	31,533	-4,337
4461	EQUIP: MINOR	1,900	1,800	900	900	-900
4462	EQUIP: COMPUTER	1,500	1,500	600	600	-900
4500	SPECIAL DEPT EXPENSE	900	900	900	900	0
4502	EDUCATIONAL MATERIALS	1,980	1,980	2,000	2,000	20
4503	STAFF DEVELOPMENT	5,500	4,000	2,700	2,700	-1,300
4529	SOFTWARE LICENSE	38,438	38,438	41,242	41,242	2,804
4600	TRANSPORTATION & TRAVEL	5,950	5,650	3,575	3,575	-2,075
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	700	700	700	700	0
4605	RENT & LEASE: VEHICLE	4,300	4,300	4,300	4,300	0
4606	FUEL PURCHASES	1,950	1,950	2,200	2,200	250

# TREASURER / TAX COLLECTOR

## Financial Information by Fund Type

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

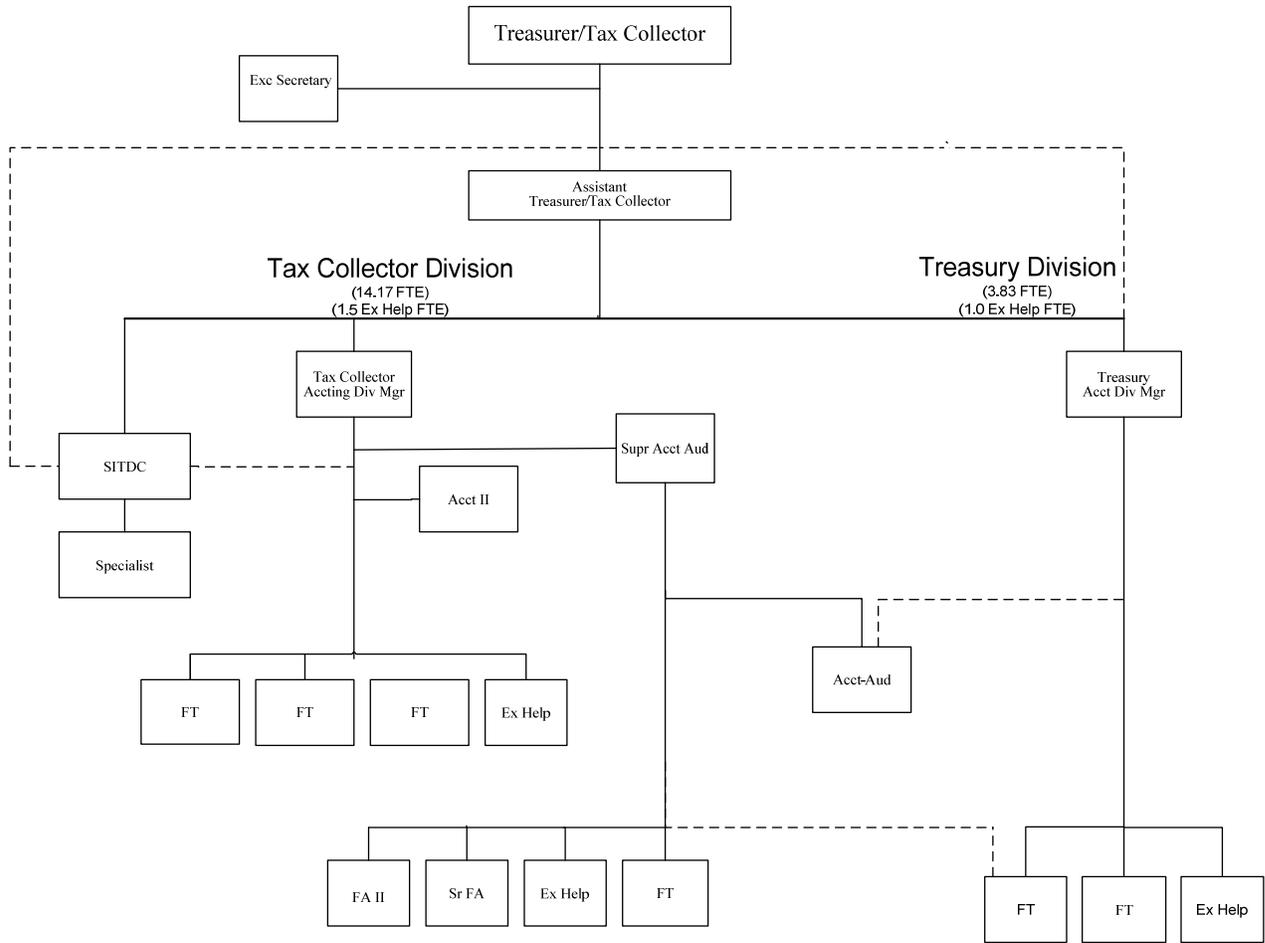
		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	512,544	508,144	503,495	503,495	-4,649
5300	INTRAFND: SERVICE BETWEEN FUND TYPES	400	400	0	0	-400
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	400	400	0	0	-400
7000	OPERATING TRANSFERS OUT	4,500	4,500	3,500	3,500	-1,000
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	4,500	4,500	3,500	3,500	-1,000
7200	INTRAFUND TRANSFERS: ONLY GENERAL	350	350	350	350	0
7220	INTRAFND: TELEPHONE EQUIPMENT &	7,516	7,516	7,516	7,516	0
7223	INTRAFND: MAIL SERVICE	9,025	9,025	10,000	8,850	-175
7224	INTRAFND: STORES SUPPORT	1,759	1,759	1,750	1,325	-434
7225	INTRAFND: CENTRAL DUPLICATING	10,691	10,691	10,000	10,000	-691
7227	INTRAFND: MAINFRAME SUPPORT	257,307	257,307	257,307	265,604	8,297
7229	INTRAFND: PC SUPPORT	4,050	4,050	1,500	1,500	-2,550
7231	INTRAFND: IS PROGRAMMING SUPPORT	61,000	61,000	60,000	60,000	-1,000
7232	INTRAFND: MAINT BLDG & IMPROVMENTS	598	598	598	598	0
7234	INTRAFND: NETWORK SUPPORT	39,672	39,672	39,672	43,385	3,713
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	391,968	391,968	388,693	399,128	7,160
7350	INTRFND ABATEMENTS: GF ONLY	-500	-500	-500	-500	0
7351	INTRFND ABATEMENTS: SOCIAL SERVICE	-5,000	-5,000	-5,000	-5,000	0
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-5,500	-5,500	-5,500	-5,500	0
<b>TYPE: E SUBTOTAL</b>		2,776,543	2,734,317	2,660,556	2,626,478	-107,839
<b>FUND TYPE: 10 SUBTOTAL</b>		1,199,918	1,157,692	1,116,525	1,082,547	-75,145
<b>DEPARTMENT: 04 SUBTOTAL</b>		1,199,918	1,157,692	1,116,525	1,082,547	-75,145

## Personnel Allocation

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Treasurer/Tax Collector	1.00	1.00	1.00	0.00
Accountant I/II	1.00	1.00	1.00	0.00
Accountant/Auditor	1.00	1.00	1.00	0.00
Accounting Division Manager	2.00	2.00	2.00	0.00
Assistant Treasurer/Tax Collector	1.00	1.00	1.00	0.00
Executive Secretary	1.00	1.00	1.00	0.00
Fiscal Assistant I/II	1.00	1.00	1.00	0.00
Fiscal Technician	6.00	6.00	6.00	0.00
Information Technology Departmental Specialist	1.00	1.00	1.00	0.00
Sr. Fiscal Assistant	1.00	1.00	1.00	0.00
Sr. Information Technology Department Coordinator	1.00	1.00	1.00	0.00
Supervising Accountant/Auditor	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>18.00</b>	<b>18.00</b>	<b>18.00</b>	<b>0.00</b>

# TREASURER / TAX COLLECTOR

El Dorado County Treasurer-Tax Collector's Office  
Fiscal Year 2009-2010



**TREASURER / TAX COLLECTOR**

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## TREASURER / TAX COLLECTOR

### Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	811,695	868,252	936,247	907,758	1,047,996
Benefits	171,924	194,328	226,175	323,657	432,749
Services & Supplies	242,841	320,521	299,436	341,226	405,034
Other Charges	330	900	446	432	1,000
Fixed Assets	9,023	11,282	38,726	-	-
Operating Transfers		-	-	-	3,561
Intrafund Transfers	486,814	509,573	466,756	396,500	337,361
<b>Total Appropriations</b>	<b>1,722,627</b>	<b>1,904,856</b>	<b>1,967,786</b>	<b>1,969,573</b>	<b>2,227,701</b>
Taxes	40,000	50,000	70,000	81,000	105,300
Licenses, Permits	188,819	198,399	223,715	278,914	328,097
Fines, Forfeitures	67,127	61,280	63,430	77,230	88,610
Charges for Service	539,150	584,433	652,354	743,299	771,606
Misc.	80,438	63,805	103,126	123,885	154,111
Other Financing Sources	-	-	-	-	156,380
<b>Total Revenue</b>	<b>915,534</b>	<b>957,917</b>	<b>1,112,625</b>	<b>1,304,328</b>	<b>1,604,104</b>
<b>NCC</b>	<b>807,093</b>	<b>946,939</b>	<b>855,161</b>	<b>665,245</b>	<b>623,597</b>
<b>FTE's</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>19</b>	<b>24</b>

## TREASURER / TAX COLLECTOR

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	1,154,251	1,520,355	1,634,310	1,302,009	1,279,002
Benefits	479,214	566,782	596,550	549,782	446,853
Services & Supplies	345,525	412,179	383,032	508,144	503,495
Other Charges	1,049	618	-	400	-
Fixed Assets	94,892	45,886	-	-	-
Operating Transfers	4,275	4,285	4,240	4,500	3,500
Intrafund Transfers	307,129	342,265	382,084	386,468	393,628
<b>Total Appropriations</b>	<b>2,386,335</b>	<b>2,892,370</b>	<b>3,000,216</b>	<b>2,751,303</b>	<b>2,626,478</b>
Taxes	137,000	157,750	182,186	186,758	180,000
Licenses, Permits	330,698	369,869	385,865	372,000	372,000
Fines, Forfeitures	84,970	85,680	77,659	90,700	85,852
Charges for Service	681,220	946,992	993,157	652,674	616,438
Misc.	134,439	102,278	102,067	106,151	105,600
Other Financing Sources	155,623	129,370	192,187	168,342	184,041
<b>Total Revenue</b>	<b>1,523,950</b>	<b>1,791,939</b>	<b>1,933,121</b>	<b>1,576,625</b>	<b>1,543,931</b>
<b>NCC</b>	<b>862,385</b>	<b>1,100,431</b>	<b>1,067,095</b>	<b>1,174,678</b>	<b>1,082,547</b>
<b>FTE's</b>	<b>25</b>	<b>26</b>	<b>25</b>	<b>25</b>	<b>18</b>

10 Year Variance		
	\$ Change	% Change
Salaries	467,307	58%
Benefits	274,929	160%
Services & Supplies	260,654	107%
Other Charges	(330)	-100%
Fixed Assets	(9,023)	-100%
Operating Transfers	3,500	N/A
Intrafund Transfers	(93,186)	-19%
<b>Total Appropriations</b>	<b>903,851</b>	<b>52%</b>
Taxes	140,000	350%
Licenses, Permits	183,181	97%
Fines, Forfeitures	18,725	28%
Charges for Service	77,288	14%
Misc.	25,162	31%
Other Financing Sources	184,041	N/A
<b>Total Revenue</b>	<b>628,397</b>	<b>69%</b>
<b>NCC</b>	<b>275,454</b>	<b>34%</b>
<b>FTE's</b>	<b>(2)</b>	<b>-10%</b>

### Notes

Revenue Recovery function (5 FTE's) moved in FY 2004-05 and out in FY 2008-09.



# ASSESSOR

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## Mission

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

## Program Summaries

### Discovery

**Positions: 8 FTE**

**Extra Help: \$0**

**Total Appropriations: \$633,354**

**Total Revenues: \$0**

**Net County Cost: \$633,354**

**Furlough Value: \$18,682**

This function in the Assessors Office is responsible for locating and identifying potential changes in the ownership, character and configuration of all assessable property. Reviews recorded documents, recorded maps, unrecorded information from property owners, lessors, federal and state, county and city governments. Catalogs and determines appropriate processing to be applied to identified changes in ownership, new construction, partial interest transfers and business assets, possessory interests, mining claims, boats, aircraft and others. Initiates inquiry to clarify assessable nature of various transactions of indeterminate nature. Includes the position classes of Cadastral drafter, GIS analyst, Assessment Technician, Appraiser and Auditor/Appraiser.

### Inventory

**Positions: 7 FTE**

**Extra Help: \$0**

**Total Appropriations: \$608,005**

**Total Revenues: \$0**

**Net County Cost: \$608,005**

**Furlough Value: \$16,346**

This function is charged with the responsibility for analyzing and processing all changes to the master property inventory. Also processes parcel map changes and makes Jarvis/Gann reappraisability determinations. Responds to public inquiry about reassessability of proposed actions and initiates inquiry where clarification is required. Processes exemption applications from homeowners, veterans, disabled veterans and transactions qualifying for exclusion as parent/child or replacement residence transfers as well as organizations meeting the requirements for educational, welfare or religious or other organizational exemptions. Maintains inventory of more than 100,000 parcels, 30,000 timeshares, 4,500 businesses, 4,000 boats, mining claims, mutual water companies, apartments, possessory interests and other assessable personal property. In 2008, 17,000 recorded and unrecorded documents were processed, along with close to 350 parcel maps, Tax Rate Area changes, parcel splits/combinations, and other changes to property configurations. Position classes include Assessment Technician, Property Transfer Specialist and Cadastral Drafter.

## **ASSESSOR**

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### **Appraisal**

**Positions: 12 FTE**

**Extra Help: \$0**

**Total Appropriations: \$1,260,389**

**Total Revenues: \$0**

**Net County Cost: \$1,260,389**

**Furlough Value: \$28,023**

This function is responsible for determining the fair market value of real property that has undergone a complete or partial change of ownership, new construction or other event which triggers a reappraisal under California Property Tax law. Conducts field appraisal work, enrolls unpermitted construction and performs special appraisals of Williamson Act and Timber Production Zone property. Real Property includes land, mines, quarries, timber, structures, buildings, fixtures, fences, fruit or nut bearing trees and vines not exempted. Also responsible for annual appraisal of business property and assessable personal property such as boats, airplanes, apartment/ hotel/motel furnishings and possessory interests. In preparing the 2008/2009 assessment roll, this function added over \$1.5 billion in new value to the assessment rolls. Under Prop 8, this function also determines the lower of factored base year value or market value. For the 2008/2009 roll, this group reviewed about 10,000 parcels and lowered assessments by almost \$1 billion. This function also includes the audit of reporting, appraisal and assessment of business property and determines the value of property acquired by public agencies when necessary or requested. Appraisers and Auditor/Appraisers also research, negotiate, prepare and defend values and represent the Assessor before the Assessment Appeals Board. All staff in this function making value determinations are required to maintain valid certification through the State Board of Equalization and meet State continuing education requirements. Major position classes include Appraiser, Auditor/Appraiser.

### **Assessment**

**Positions: 5 FTE**

**Extra Help: \$0**

**Total Appropriations: \$536,143**

**Total Revenues: \$427,500**

**Net County Cost: \$108,643**

**Furlough Value: \$11,676**

Upon receipt of reappraised property value from the Appraisal function, this group is responsible for the accurate generation of appropriate assessments. This includes providing lawful notice to the property owner, record keeping and assessment transmission to the Auditor for tax calculation. Also responsible for processing all assessment roll corrections and escape assessments. Makes all changes to property characteristic data and other information in the property system. In 2008, this area of the office processed over 10,000 supplemental assessments and 3,600 roll corrections. Revenues include the department's share of the County's 5% of supplemental taxes that is allocated among the three property tax administration departments and timeshare handling charges. Major position classes include Appraiser Aide, Assessment Technician.

### **IT & GIS Technology**

**Positions: 2 FTE**

**Extra Help: \$0**

**Total Appropriations: \$310,586**

**Total Revenues: \$10,500**

**Net County Cost: \$300,086**

**Furlough Value: \$4,670**

The Assessor's computerized property system consists of the mainframe computer property system and several substantial additional systems operating on the Intranet. A portion of this function is responsible for the operation, maintenance and enhancement of these systems. The

## ASSESSOR

GIS analyst position working in the Assessor's office is actually staffed by the Surveyor's office under a resource sharing agreement. This position is responsible for all parcel map activity, as well as mapping related tasks unique to the Assessor such as Tax Rate Area changes, parcel renumber operations and the library of historical parcel maps. A small amount of revenue is derived from the sale of assessment data. Position classes include Sr. IT Departmental Coordinator, and IT Department Specialist.

### Administration & Management

**Positions: 4 FTE**

**Extra Help: \$0**

**Total Appropriations: \$466,057**

**Total Revenues: \$0**

**Net County Cost: \$466,057**

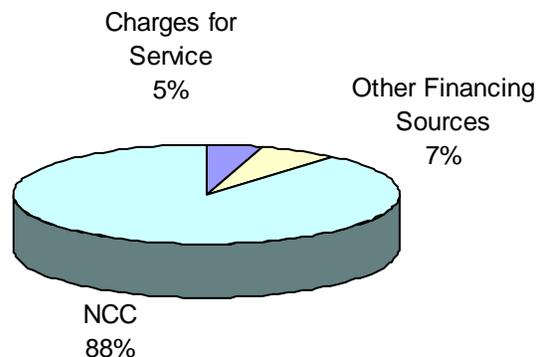
**Furlough Value: \$9,341**

Provides leadership, oversight, direction and support for the department and is responsible for administrative and business support functions including budgeting, accounting, payroll, personnel, purchasing and contract coordination, computer services and support and clerical operations. Positions include Assessor, Assistant Assessor, Assessment Office Manager and Executive Secretary.

### Financial Charts

#### Source of Funds

Assessment & Tax Collection (\$175,000): The department receives a share of the County's 5% administration fee for the supplemental roll. The revenue is shared among the property tax administration departments (Auditor-Controller, Treasurer-Tax Collector, Assessor). This revenue has declined sharply as property values have fallen.



Miscellaneous (\$3,000): The department derives a small amount of revenue from Quimby appraisals, historical exemptions and other miscellaneous services.

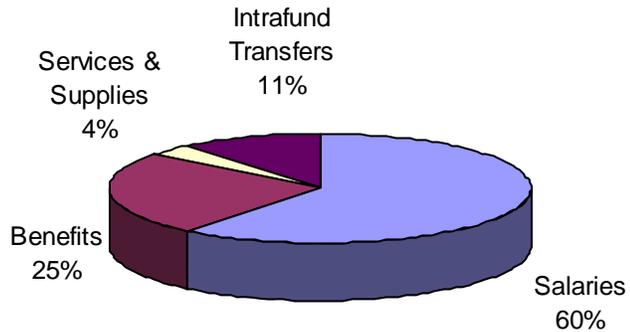
Operating Transfers (\$260,000): The bulk of this revenue (\$249,500) is derived from the fees charged for the separate assessment of timeshare projects, as provided by County Ordinance. This revenue is shared among the property tax administration departments. The remainder of the revenue in this character is derived from the sale of assessment data.

## ASSESSOR

Net County Cost (\$3,376,535): The department is primarily funded with discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations.

### Use of Funds

**Salaries & Benefits (\$3,260,892):** Primarily comprised of general salaries and benefits (\$2,329,078), retirement (\$453,927), retiree health (\$31,514), workers' compensation (\$49,893) and health insurance (\$396,479).

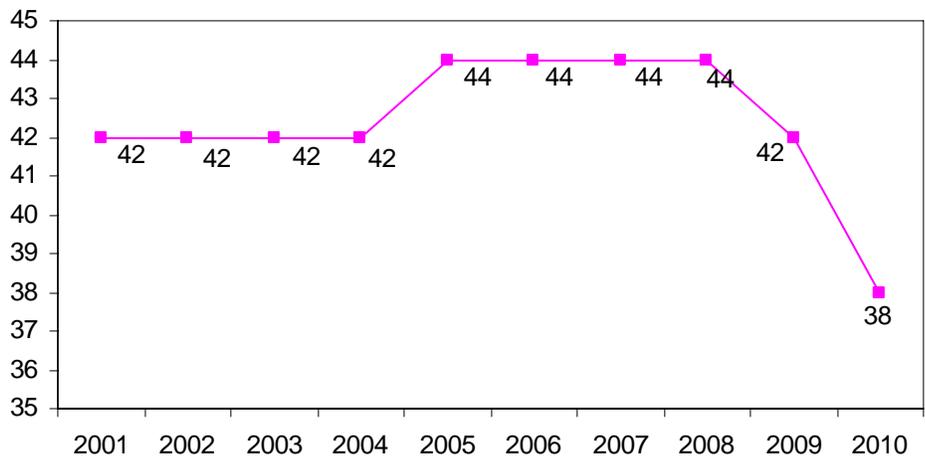


**Services & Supplies (\$144,467):** Major expenses include general liability insurance (\$16,991), office expense (\$16,000) postage (\$22,000), and employee mileage (\$13,000).

**Intrafund Transfers (\$408,176):** Intrafund transfers consist of charges from other departments for services such as mainframe support (\$216,296), network support (\$65,378), and telephone (\$10,000). The costs of the GIS Analyst from the Surveyor's Office assigned to the Assessor are reflected here, as well (\$104,438).

### Staffing Trend

Staffing for the Assessor over the past ten years has gone from 42 FTE in FY 2001-02 to 38 FTE due primarily to the loss of the State Property Tax Administration Program, which used to provide approximately \$300,000 in revenue annually. The proposed staff allocation for FY 2009-10 remains at 38 with 33 FTE'S on the West Slope and 5 FTE'S at South Lake Tahoe.



# ASSESSOR

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## Chief Administrative Office Comments

The Assessor department budget is recommended at a base level, funding all 38 positions and a GIS Analyst from the Surveyor's Office. The department requested an appropriation for extra help staff to help ensure on-time closure of the roll and to assist with the workload associated with Proposition 8 reviews; however, this request could not be accommodated within the parameters set forth for the department's budget. The department reviewed the option of deleting one Sr. Information Technology Department Coordinator in order to direct resources to the above need; however it was determined that direction of existing IT resources to increased automation within the department would yield a greater benefit than retention of extra help staff.

## Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 05 ASSESSOR

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
			BUDGET		BUDGET	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
1300	ASSESSMENT & TAX COLLECTION FEES	250,000	250,000	175,000	175,000	-75,000
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	250,000	250,000	175,000	175,000	-75,000
1940	MISC: REVENUE	3,000	3,000	3,000	3,000	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	3,000	3,000	3,000	3,000	0
2020	OPERATING TRANSFERS IN	230,760	230,760	260,000	260,000	29,240
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	230,760	230,760	260,000	260,000	29,240
<b>TYPE: R SUBTOTAL</b>		483,760	483,760	438,000	438,000	-45,760

# ASSESSOR

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 05 ASSESSOR

		CURRENT YR	CAO			
		MID-YEAR	DEPARTMENT	RECOMMENDED	DIFFERENCE	
		PROJECTION	REQUEST	BUDGET		
		APPROVED				
		BUDGET				
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	2,371,027	2,371,027	2,316,071	2,227,333	-143,694
3001	TEMPORARY EMPLOYEES	36,876	36,876	60,000	0	-36,876
3004	OTHER COMPENSATION	7,060	7,060	7,062	7,062	2
3005	TAHOE DIFFERENTIAL	12,000	12,000	12,000	12,000	0
3006	BILINGUAL PAY	4,160	4,160	4,160	4,160	0
3020	RETIREMENT EMPLOYER SHARE	487,263	487,263	453,927	453,927	-33,336
3022	MEDI CARE EMPLOYER SHARE	28,024	28,024	26,568	26,568	-1,456
3040	HEALTH INSURANCE EMPLOYER SHARE	422,476	422,476	396,479	396,479	-25,997
3041	UNEMPLOYMENT INSURANCE EMPLOYER	9,221	9,221	17,316	17,316	8,095
3042	LONG TERM DISABILITY EMPLOYER SHARE	8,851	8,851	8,312	8,312	-540
3043	DEFERRED COMPENSATION EMPLOYER	8,727	8,727	8,327	8,327	-400
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	127,705	127,705	31,514	31,514	-96,191
3060	WORKERS' COMPENSATION EMPLOYER	49,893	49,893	49,893	49,893	0
3080	FLEXIBLE BENEFITS	6,000	6,000	18,000	18,000	12,000
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	3,579,284	3,579,284	3,409,630	3,260,892	-318,392
4041	COUNTY PASS THRU TELEPHONE CHARGES	3,000	3,000	2,000	2,000	-1,000
4100	INSURANCE: PREMIUM	16,991	16,991	16,991	16,991	0
4140	MAINT: EQUIPMENT	800	800	800	800	0
4220	MEMBERSHIPS	235	235	235	235	0
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	520	520	520	520	0
4260	OFFICE EXPENSE	16,000	16,000	16,000	16,000	0
4261	POSTAGE	22,000	22,000	22,000	22,000	0
4262	SOFTWARE	3,424	3,424	2,500	2,500	-924
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	11,506	11,506	11,506	11,506	0
4266	PRINTING / DUPLICATING SERVICES	11,000	11,000	11,000	11,000	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	2,400	2,400	4,800	4,800	2,400
4337	OTHER GOVERNMENTAL AGENCIES	6,000	6,000	1,000	1,000	-5,000
4420	RENT & LEASE: EQUIPMENT	11,862	11,862	11,862	11,862	0
4461	EQUIP: MINOR	2,000	2,000	1,500	1,500	-500
4462	EQUIP: COMPUTER	2,300	2,300	7,000	7,000	4,700
4503	STAFF DEVELOPMENT	3,000	3,000	3,000	3,000	0
4529	SOFTWARE LICENSE	4,062	4,062	7,364	7,364	3,302
4600	TRANSPORTATION & TRAVEL	12,000	12,000	7,000	4,750	-7,250
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	18,000	18,000	18,000	13,000	-5,000
4605	RENT & LEASE: VEHICLE	6,000	6,000	3,000	3,000	-3,000
4606	FUEL PURCHASES	3,639	3,639	3,639	3,639	0
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	156,739	156,739	151,717	144,467	-12,272
5300	INTERFND: SERVICE BETWEEN FUND TYPES	2,000	2,000	1,000	1,000	-1,000
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	2,000	2,000	1,000	1,000	-1,000
7200	INTRAFUND TRANSFERS: ONLY GENERAL	95,780	95,780	104,483	104,483	8,703
7220	INTRAFUND: TELEPHONE EQUIPMENT &	15,500	15,500	10,000	10,000	-5,500

# ASSESSOR

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 05 ASSESSOR

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
			BUDGET		BUDGET	
7223	INTRAFND: MAIL SERVICE	3,818	3,818	3,818	2,346	-1,472
7224	INTRAFND: STORES SUPPORT	1,563	1,563	1,563	1,223	-340
7225	INTRAFND: CENTRAL DUPLICATING	5,700	5,700	5,700	5,700	0
7227	INTRAFND: MAINFRAME SUPPORT	239,731	239,731	239,731	216,296	-23,435
7229	INTRAFND: PC SUPPORT	2,400	2,400	2,400	0	-2,400
7231	INTRAFND: IS PROGRAMMING SUPPORT	5,000	5,000	5,000	2,500	-2,500
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	250	250	250	250	0
7234	INTRAFND: NETWORK SUPPORT	59,783	59,783	59,783	65,378	5,595
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	429,525	429,525	432,728	408,176	-21,349
<b>TYPE: E SUBTOTAL</b>		4,167,548	4,167,548	3,995,075	3,814,535	-353,013
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	3,683,788	3,683,788	3,557,075	3,376,535	-307,253
<b>DEPARTMENT: 05</b>	<b>SUBTOTAL</b>	3,683,788	3,683,788	3,557,075	3,376,535	-307,253

## ASSESSOR

### Personnel Allocation

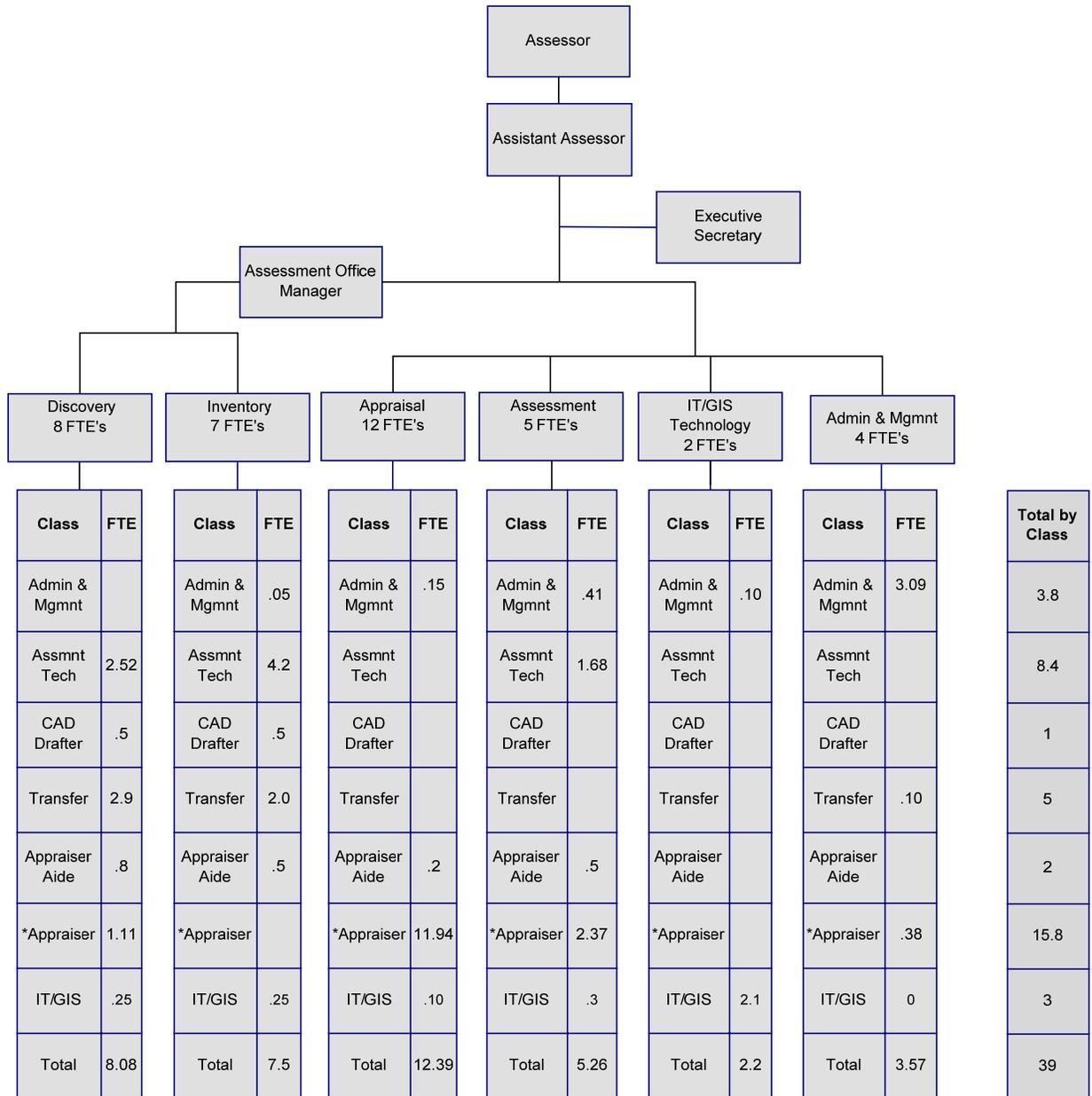
Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Assessor	1.00	1.00	1.00	0.00
Appraiser Aide	2.00	2.00	2.00	0.00
Appraiser I/II/Sr*	10.00	10.00	10.00	0.00
Assessment Office Manager	1.00	1.00	1.00	0.00
Assessment Standards Supervisor	1.00	1.00	1.00	0.00
Assessment Technician I/II/Sr *	8.20	8.20	8.20	0.00
Assistant Assessor	1.00	1.00	1.00	0.00
Auditor-Appraiser/Senior Auditor-Appraiser	2.00	2.00	2.00	0.00
Branch Supervising Appraiser	1.00	1.00	1.00	0.00
Cadastral Drafter	1.00	1.00	1.00	0.00
Executive Secretary	0.80	0.80	0.80	0.00
Information Technology Department Specialist	1.00	1.00	1.00	0.00
Property Transfer Specialist	4.00	4.00	4.00	0.00
Property Transfer Supervisor	1.00	1.00	1.00	0.00
Sr. Information Technology Department Coordinator	1.00	1.00	1.00	0.00
Supervising Appraiser	1.00	1.00	1.00	0.00
Supervising Auditor/Appraiser	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>38.00</b>	<b>38.00</b>	<b>38.00</b>	<b>0.00</b>

# ASSESSOR

## El Dorado County Assessor

2009/20010

### Functional Organization Chart



\* Includes Appraisers and Auditor/Appraisers

Assessor Allocated Positions  
Surveyor Allocated GIS Analyst  
Total Reported

38  
  1  
39

# ASSESSOR

## Ten Year History

	<b>00/01</b>	<b>01/02</b>	<b>02/03</b>	<b>03/04</b>	<b>04/05</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
Salaries	1,830,541	1,862,239	1,958,588	1,847,463	2,042,136
Benefits	434,056	492,888	605,870	827,667	995,303
Services & Supplies	196,259	117,742	118,070	94,906	147,588
Other Charges	365	150	150	200	665
Fixed Assets	-	113,955	9,040	-	-
Intrafund Transfers	437,834	461,095	466,146	451,010	427,172
<b>Total Appropriations</b>	<b>2,899,055</b>	<b>3,048,069</b>	<b>3,157,864</b>	<b>3,221,246</b>	<b>3,612,864</b>
Taxes	2,183	1,300	525	1,110	420
State	249,964	239,023	233,836	331,197	-
Charges for Service	320,051	429,201	508,242	616,664	568,872
Misc.	-	43,056	-	748	135
Other Financing Sources	-	-	-	-	578,268
<b>Total Revenue</b>	<b>572,198</b>	<b>712,580</b>	<b>742,603</b>	<b>949,719</b>	<b>1,147,695</b>
<b>NCC</b>	<b>2,326,857</b>	<b>2,335,489</b>	<b>2,415,261</b>	<b>2,271,527</b>	<b>2,465,169</b>
<b>FTE's</b>	<b>42</b>	<b>42</b>	<b>42</b>	<b>42</b>	<b>44</b>

## ASSESSOR

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	2,177,775	2,452,639	2,513,140	2,330,379	2,323,133
Benefits	1,129,328	1,135,601	1,093,669	1,178,904	937,759
Services & Supplies	163,287	142,983	139,817	141,739	144,467
Other Charges	480	237	20	2,000	1,000
Fixed Assets	1,532	1,608	-	-	-
Intrafund Transfers	472,384	419,097	437,702	429,525	408,176
<b>Total Appropriations</b>	<b>3,944,786</b>	<b>4,152,165</b>	<b>4,184,348</b>	<b>4,082,547</b>	<b>3,814,535</b>
Taxes	35	-	-	-	-
Charges for Service	863,886	618,137	387,095	250,000	175,000
Misc.	580	12,305	3,334	3,000	3,000
Other Financing Sources	533,453	184,940	259,567	230,760	260,000
<b>Total Revenue</b>	<b>1,397,954</b>	<b>815,382</b>	<b>649,996</b>	<b>483,760</b>	<b>438,000</b>
<b>NCC</b>	<b>2,546,832</b>	<b>3,336,783</b>	<b>3,534,352</b>	<b>3,598,787</b>	<b>3,376,535</b>
<b>FTE's</b>	<b>44</b>	<b>44</b>	<b>44</b>	<b>42</b>	<b>38</b>

10 Year Variance		
	\$ Change	% Change
Salaries	492,592	27%
Benefits	503,703	116%
Services & Supplies	(51,792)	-26%
Other Charges	635	174%
Intrafund Transfers	(29,658)	-7%
<b>Total Appropriations</b>	<b>915,480</b>	<b>32%</b>
Taxes	(2,183)	-100%
State	(249,964)	-100%
Charges for Service	(145,051)	-45%
Misc.	3,000	N/A
Other Financing Sources	260,000	N/A
<b>Total Revenue</b>	<b>(134,198)</b>	<b>-23%</b>
<b>NCC</b>	<b>1,049,678</b>	<b>45%</b>
<b>FTE's</b>	<b>(4)</b>	<b>-10%</b>

Notes



# COUNTY COUNSEL

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## Program Summaries

The programs set forth below highlight the core legal functions of the particular area described. Allocation of Full Time Employee (FTE) represents an equivalent of full time employees since most duties are performed by multiple attorneys depending on current staffing. In addition to those primary duties, all of the attorneys in the office appear and advise on a wide variety of matters including: all aspects of civil litigation inclusive of writ proceedings, court hearings, public records and subpoena/deposition requests, etc. Deputies are involved in the development and rendering of both oral and written legal advice regarding the resolution of issues that may have far-reaching implications for County operations and programs. Deputies act as general legal advisors to the assigned County department, and supervise and participate in the resolution of difficult or complex legal questions regarding department's respective powers, duties, procedures and operations. All attorneys draft and review contracts, ordinances, resolutions, and other legal instruments as part of the day-to-day operations of this department.

## Statutory/State Programs

**Public Guardian**  
**Positions: 1 FTE**  
**Extra Help: \$0**

**Total Appropriations: \$171,364**  
**Total Revenues: \$103,000**  
**Net County Cost: \$68,364**  
**Furlough Value: \$3,806**

This attorney represents the Public Guardian in all facets of litigation on behalf of the County, including Probate, Limited and LPS Conservatorships from early disposition to judgment after jury or court trial and appeals to the Appellate and Supreme Courts. When an estate or trust has assets, fees are requested and collected. Representation of the Public Guardian also encompasses advising Adult Protective Services, IHHS Programs and sometimes MSSP/Linkages.

**Elder Protection**  
**Positions: 1 FTE**  
**Extra Help: \$0**

**Total Appropriations: \$180,960**  
**Total Revenues: \$0**  
**Net County Cost: \$180,960**  
**Furlough Value: \$3,806**

The attorney for the Department of Human Services, assigned to the Elder Protection Unit, represents the interests of senior citizens on conservatorship with the Public Guardian, in all facets of litigation involving elder abuse, from detection and investigation of alleged elder abuse, to preparation of complex civil litigation for asset recovery from perpetrators. The attorney provides training and renders advice to the Deputy Public Guardian staff concerning clients and also provides back up support for the Public Guardian Conservatorship and Children's Protective Services (CPS) caseloads. When there are sufficient assets to pay for the conservatee's needs, County Counsel will receive attorneys' fees commensurate with the conservatee's ability to pay. This discretionary program began in 2006 with staff in the District

## **COUNTY COUNSEL**

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Attorney's office, the Department of Human Services, and County Counsel working in collaboration.

### **Children's Protective Services**

**Positions: 2 FTE**

**Extra Help: \$0**

**Total Appropriations: \$321,624**

**Total Revenues: \$0**

**Net County Costs: \$321,624**

**Furlough Value: \$7,612**

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

### **Land Use/Transportation/Capital Improvement Programs**

### **Planning & Land Use**

**Positions: 1 FTE**

**Extra Help: \$0**

**Total Appropriations: \$163,397**

**Total Revenues: \$0**

**Net County Costs: \$163,397**

**Furlough Value: \$3,806**

The attorney for Land Use and Planning represents the Development Services Department in all aspects of land use, including the preparation, implementation, review, and defense of the County's General Plan, zoning and use permits, development denials and approvals and CEQA issues; advises on complex land use issues such as Rare Plants, Affordable Housing, and INRMP; and reviews and guides implementation and defense of policies, procedures and programs such as the mitigation fee programs. Other duties performed include Building (permits/subpoenas), code enforcement, Surveyor's Office, Agriculture Department, review County CEQA documents for capital improvement projects (primarily for DOT and General Services). This position advises the Economic Development Coordinator on land use issues and Human Services on Affordable Housing issues. The attorney oversees, participates in, and/or performs defense of administrative and writ proceedings on land use policies and approvals. The attorney sits with and advises various land use commissions including the Planning Commission and the Agriculture Commission.

### **Department of Transportation/Ambulance**

**Positions: 2 FTE**

**Extra Help: \$0**

**Total Appropriations: \$354,818**

**Total Revenues: \$340,500**

**Net County Cost: \$14,318**

**Furlough Value: \$7,612**

The Principal Assistant County Counsel and one attorney for Transportation, Capital Improvement Programs, Facilities and Complex Project Development provide legal advice and support for all aspects of work for the Department of Transportation, inclusive of airports and

## **COUNTY COUNSEL**

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trails, and its newest General Services component. They provide advice on and assist in the coordination of the capital improvement projects, from the planning and design function of the project, the right-of-way acquisition/condemnation and utility relocation phase, through construction and claims management and resolution. These staff represent the County in administrative claims and civil litigation regarding project approval, CEQA compliance, permits, bid protests/disputes, claims, and construction litigation. These staff advise on complex funding requirements through State and Federal sources. They also participate, advise and coordinate complex projects for other departments such as the selection of and contract for ambulance services which involved the potential for significant liability (e.g. anti-trust violations).

### **Administrative/General Government**

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

##### **County Counsel**

**Positions: 2 FTE**

**Extra Help: \$0**

**Total Appropriations: \$465,191**

**Total Revenues: \$0**

**Net County Cost: \$465,191**

**Furlough Value: \$7,612**

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

#### **Human Resources and Sheriff**

**Positions: 1 FTE**

**Extra Help: \$0**

**Total Appropriations: \$179,846**

**Total Revenues: \$0**

**Net County Costs: \$179,846**

**Furlough Value: \$3,806**

This attorney provides legal advice and support to all departments regarding personnel issues, grievances and disciplinary actions. This attorney appears on behalf of departments at Civil Service Hearings, and represents the County at PERB hearings. This attorney also sits as part of the County's Threat Assessment Team and advises on medical and disability issues in addition to reviewing and drafting personnel policies and provides advice during labor negotiations. This position also represents the Board of Equalization assessment hearings. As counsel for the Sheriff, in addition to advising on their personnel issues, this position reviews policy manuals and attends their Sheriff section meetings. On two occasions within the past several years the current attorney has stepped into the position of Acting Director of Human Resources when requested by the Chief Administrative Office.

## **COUNTY COUNSEL**

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**General Law, Litigation, Risk Management,  
Environmental Management, Contracts,  
all other departments**

**Positions: 2 FTE**

**Extra Help: \$0**

**Total Appropriations: \$304,438**

**Total Revenues: \$104,000**

**Net County Costs: \$200,438**

**Furlough Value: \$7,612**

The attorneys in this assignment provide legal advice and support on a wide variety of legal issues that are encountered by any County Department along with the Air Quality Management District and the Public Housing Authority. These legal issues include the review and development of responses to subpoenas and Public Record Act requests; representing employees who have been subpoenaed as witnesses in various civil, criminal or administrative proceedings. These positions represent various County Departments in writ proceedings in civil court, administrative proceedings including the State Department of Administrative Hearings, the Civil Service Commission, the Equal Employment Opportunity Commission, the Department of Fair employment and Housing, the Department of Housing and Urban Development, the Air District Hearing Board and the Assessment Appeals Board. In addition to the litigation related duties, these attorneys also provides support services for many County Departments and Agencies with contract review; review and advice on project bids' review and advice regarding proposed rule adoption and ordinances. These positions also oversee and assist in directing the litigation being handled by outside counsel.

### **Administrative/Office Support**

**Administration, Operations Support**

**Positions: 5 FTE**

**Extra Help: \$0**

**Total Appropriations: \$453,972**

**Total Revenues: \$0**

**Net County Cost: \$453,972**

**Furlough Value: \$19,032**

Provides oversight, direction and support for the department and is responsible for administrative and business support functions including budgeting, accounting, payroll, personnel, purchasing and contract coordination, computer services and supervision of support and secretarial staff. Provides secretarial support for 12 attorneys along with direct interaction with client/ departments and the general public. In addition to direct attorney support, each secretarial position is dedicated to a specific support function that works directly with client/departments in facilitating their individual programs such as Public Guardian, Children's Protective Services, Planning and Ordinance Code update.

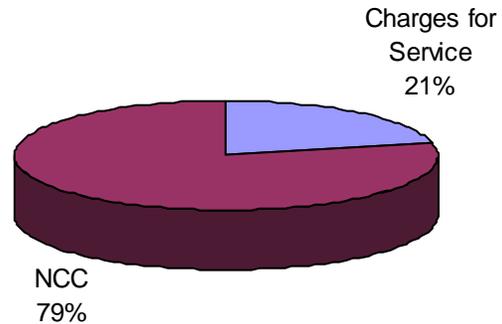
# COUNTY COUNSEL

## Financial Charts

### Source of Funds

Charge for Services (\$547,500): The department charges departments with outside funding sources to cover the cost of its services. The largest portion of this revenue is derived from The Department of Transportation.

Net County Cost (\$2,048,110): The department is primarily funded with discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations.

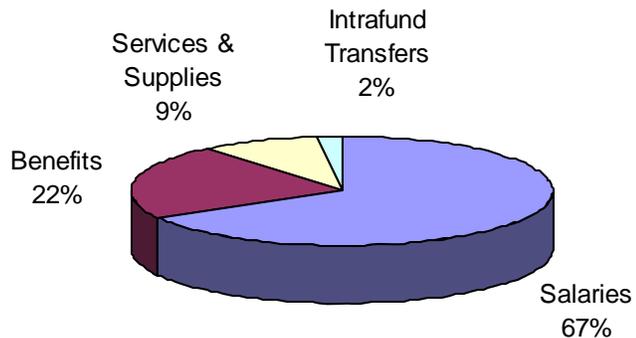


### Use of Funds

Salaries & Benefits (\$2,304,648): Primarily comprised of general salaries and benefits (\$1,784,651), retirement (\$312,550), retiree health (\$13,506), workers' compensation (\$15,139) and health insurance (\$178,801).

Services & Supplies (\$243,958): Major expenses include law books (\$76,800), contract attorney fees (\$50,000) for on-going endangered species act litigation, and costs for staff development and training which is required by the California State Bar Association in order for the attorneys to maintain their licenses to practice law (\$26,400).

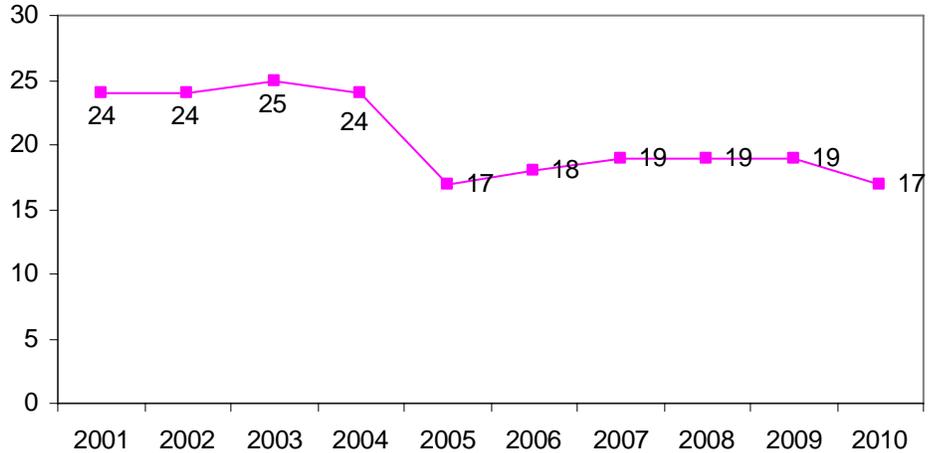
Intrafund Transfers (\$47,004): Intrafund transfers consist of charges from other departments for services such as mainframe support (\$5,549), network support (\$20,487), and telephone (\$12,781).



# COUNTY COUNSEL

## Staffing Trend

County Counsel staffing has declined over the past ten years, from 24 FTE in FY 2000-01 to 17 FTE in FY 2008-09. The reduction of five FTE is attributable to the move of the Revenue Recovery function to the Treasurer-Tax Collector in FY 2004-05. The proposed staff allocation for FY 2009-10 remains at 17, with all staff located on the West Slope.



## Chief Administrative Office Comments

The Proposed Budget for the Office of County Counsel reflects staffing changes made during FY 2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

## Financial Information by Fund Type

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

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
1380	LEGAL SERVICES	144,000	144,000	103,000	103,000	-41,000
1810	INTERFND REV: COUNTY COUNSEL	421,500	386,800	444,500	444,500	57,700
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	565,500	530,800	547,500	547,500	16,700
1940	MISC: REVENUE	6,588	41,166	0	0	-41,166
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	6,588	41,166	0	0	-41,166
<hr/>						
<b>TYPE: R SUBTOTAL</b>		572,088	571,966	547,500	547,500	-24,466

# COUNTY COUNSEL

## Financial Information by Fund Type

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

		CURRENT YR		DEPARTMENT	CAO	
		MID-YEAR	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
		PROJECTION	BUDGET		BUDGET	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	1,617,778	1,691,901	1,688,757	1,624,053	-67,848
3004	OTHER COMPENSATION	40,000	49,203	48,904	48,904	-299
3020	RETIREMENT EMPLOYER SHARE	305,502	315,545	312,551	312,551	-2,995
3022	MEDI CARE EMPLOYER SHARE	25,261	25,228	25,196	25,196	-32
3040	HEALTH INSURANCE EMPLOYER SHARE	170,078	202,572	178,801	178,801	-23,770
3041	UNEMPLOYMENT INSURANCE EMPLOYER	3,590	6,465	12,910	12,910	6,445
3042	LONG TERM DISABILITY EMPLOYER SHARE	6,393	6,393	6,388	6,388	-5
3043	DEFERRED COMPENSATION EMPLOYER	27,956	23,400	25,200	25,200	1,800
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	55,145	55,145	13,506	13,506	-41,639
3060	WORKERS' COMPENSATION EMPLOYER	16,076	16,076	16,076	15,139	-937
3080	FLEXIBLE BENEFITS	39,000	39,000	42,000	42,000	3,000
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>2,306,779</b>	<b>2,430,928</b>	<b>2,370,289</b>	<b>2,304,648</b>	<b>-126,280</b>
4041	COUNTY PASS THRU TELEPHONE CHARGES	480	464	384	384	-80
4100	INSURANCE: PREMIUM	5,783	5,783	5,783	10,454	4,671
4141	MAINT: OFFICE EQUIPMENT	285	285	285	285	0
4220	MEMBERSHIPS	10,390	10,390	10,740	10,740	350
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	1,925	1,933	2,000	2,000	67
4260	OFFICE EXPENSE	7,000	12,000	9,600	9,600	-2,400
4261	POSTAGE	2,500	2,817	2,768	2,768	-49
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	9,447	10,447	10,755	10,755	308
4265	LAW BOOKS	72,000	72,288	76,800	76,800	4,512
4266	PRINTING / DUPLICATING SERVICES	200	1,500	1,500	1,500	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	23,000	29,622	13,650	13,650	-15,972
4315	CONTRACT: LEGAL ATTORNEY	130,000	130,000	50,000	50,000	-80,000
4325	AB75: HOSPITAL	0	130	0	0	-130
4400	PUBLICATION & LEGAL NOTICES	700	3,000	1,500	1,500	-1,500
4420	RENT & LEASE: EQUIPMENT	13,100	16,140	11,711	11,711	-4,429
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	720	720	840	840	120
4500	SPECIAL DEPT EXPENSE	1,500	3,000	1,000	1,000	-2,000
4503	STAFF DEVELOPMENT	4,000	7,020	5,520	5,520	-1,500
4529	SOFTWARE LICENSE	5,284	5,284	7,151	7,151	1,867
4600	TRANSPORTATION & TRAVEL	7,500	15,300	14,400	14,400	-900
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	14,400	14,400	12,000	12,000	-2,400
4605	RENT & LEASE: VEHICLE	600	600	600	600	0
4606	FUEL PURCHASES	200	300	300	300	0
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>311,014</b>	<b>343,423</b>	<b>239,287</b>	<b>243,958</b>	<b>-99,465</b>
5300	INTERFND: SERVICE BETWEEN FUND TYPES	0	80	0	0	-80
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>0</b>	<b>80</b>	<b>0</b>	<b>0</b>	<b>-80</b>
7210	INTRAFND: COLLECTIONS	900	0	1,000	1,000	1,000
7220	INTRAFND: TELEPHONE EQUIPMENT &	9,000	13,078	12,781	12,781	-297
7223	INTRAFND: MAIL SERVICE	2,699	2,699	2,699	1,775	-924

# COUNTY COUNSEL

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## Financial Information by Fund Type

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

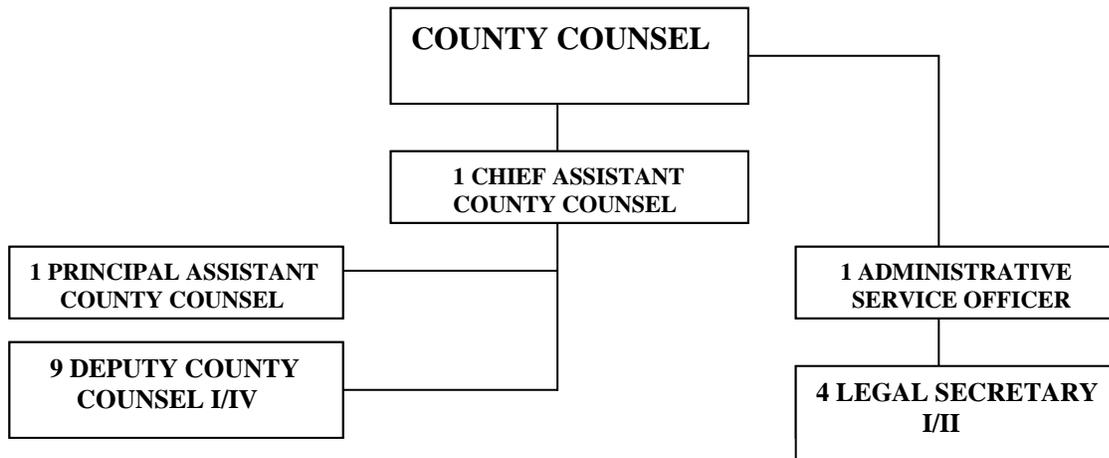
		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
7224	INTRAFND: STORES SUPPORT	1,173	1,173	1,173	662	-511
7225	INTRAFND: CENTRAL DUPLICATING	200	1,000	1,000	1,000	0
7227	INTRAFND: MAINFRAME SUPPORT	5,214	5,214	5,214	5,549	335
7229	INTRAFND: PC SUPPORT	4,800	4,800	2,400	2,400	-2,400
7231	INTRAFND: IS PROGRAMMING SUPPORT	1,500	1,500	750	750	-750
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	600	600	600	600	0
7234	INTRAFND: NETWORK SUPPORT	19,836	19,836	19,836	20,487	651
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	45,922	49,900	47,453	47,004	-2,896
7350	INTRFND ABATEMENTS: GF ONLY	-16,310	0	0	0	0
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-16,310	0	0	0	0
<b>TYPE: E SUBTOTAL</b>		2,647,405	2,824,331	2,657,029	2,595,610	-228,722
<b>FUND TYPE: 10 SUBTOTAL</b>		2,075,317	2,252,365	2,109,529	2,048,110	-204,256
<b>DEPARTMENT: 07 SUBTOTAL</b>		2,075,317	2,252,365	2,109,529	2,048,110	-204,256

# COUNTY COUNSEL

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## Personnel Allocation

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
County Counsel	1.00	1.00	1.00	0.00
Administrative Services Officer	1.00	1.00	1.00	0.00
Chief Assistant County Counsel	1.00	1.00	1.00	0.00
Deputy County Counsel I-IV	9.00	9.00	9.00	0.00
Legal Secretary I/II	4.00	4.00	4.00	0.00
Principal Assistant County Counsel	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>0.00</b>



## COUNTY COUNSEL

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### Ten Year History

	<b>00/01</b>	<b>01/02</b>	<b>02/03</b>	<b>03/04</b>	<b>04/05</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
Salaries	1,219,719	1,373,595	1,328,305	1,403,404	1,122,707
Benefits	231,301	283,896	318,684	440,772	413,619
Services & Supplies	371,809	554,063	948,604	1,238,134	1,084,570
Other Charges	150	150	50	100	290
Fixed Assets	49,498	64,455	-	-	2,228
Intrafund Transfers	44,333	58,908	39,604	42,517	8,807
<b>Total Appropriations</b>	<b>1,916,810</b>	<b>2,335,067</b>	<b>2,635,247</b>	<b>3,124,927</b>	<b>2,632,221</b>
State	-	-	399	-	-
Charges for Service	364,218	392,553	331,515	489,475	337,855
Misc.	22,280	18,300	25,448	16,032	48
<b>Total Revenue</b>	<b>386,498</b>	<b>410,853</b>	<b>357,362</b>	<b>505,507</b>	<b>337,903</b>
<b>NCC</b>	<b>1,530,312</b>	<b>1,924,214</b>	<b>2,277,885</b>	<b>2,619,420</b>	<b>2,294,318</b>
<b>FTE's</b>	<b>24</b>	<b>24</b>	<b>25</b>	<b>24</b>	<b>17</b>

## COUNTY COUNSEL

	<b>05/06</b>	<b>06/07</b>	<b>07/08</b>	<b>08/09</b>	<b>09/10</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
Salaries	1,298,180	1,506,142	1,615,593	1,598,409	1,737,661
Benefits	516,660	548,554	580,491	639,204	566,987
Services & Supplies	1,142,939	554,217	300,197	311,014	243,958
Other Charges	240	240	-	-	-
Fixed Assets	-	37,879	-	-	-
Intrafund Transfers	11,858	17,434	(16,252)	29,612	47,004
<b>Total Appropriations</b>	<b>2,969,877</b>	<b>2,664,466</b>	<b>2,480,029</b>	<b>2,578,239</b>	<b>2,595,610</b>
State	-	-	-	-	-
Charges for Service	492,706	656,559	646,312	565,500	547,500
Misc.	-	-	-	6,588	-
<b>Total Revenue</b>	<b>492,706</b>	<b>656,559</b>	<b>646,312</b>	<b>572,088</b>	<b>547,500</b>
<b>NCC</b>	<b>2,477,171</b>	<b>2,007,907</b>	<b>1,833,717</b>	<b>2,006,151</b>	<b>2,048,110</b>
<b>FTE's</b>	<b>18</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>17</b>

<b>10 Year Variance</b>		
	<b>\$ Change</b>	<b>% Change</b>
Salaries	517,942	42%
Benefits	335,686	145%
Services & Supplies	(127,851)	-34%
Other Charges	(150)	-100%
Fixed Assets	(49,498)	-100%
Intrafund Transfers	2,671	6%
<b>Total Appropriations</b>	<b>678,800</b>	<b>35%</b>
Charges for Service	183,282	50%
Misc.	(22,280)	-100%
<b>Total Revenue</b>	<b>161,002</b>	<b>42%</b>
<b>NCC</b>	<b>517,798</b>	<b>34%</b>
<b>FTE's</b>	<b>(7)</b>	<b>-28%</b>

### Notes

FY 2004-05 Revenue Recovery function moved to Treasurer-Tax Collector (5 FTE's)



# HUMAN RESOURCES

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## Mission

The Department of Human Resources is dedicated to maximizing the quality of public service by providing recruitment, development and retention programs and services in support of the County of El Dorado's commitment to a highly qualified, productive and service oriented workforce. The Risk Management Division of Human Resources is dedicated to providing and administering cost effective self-insurance and employee benefit programs in accordance with Federal, State and local laws.

## Program Summaries

### Human Resources

#### Personnel Operations Support

Positions: 2.55 FTE

Extra Help: \$0

Total Appropriations: \$316,891

Total Revenues: \$0

Net County Cost: \$316,891

Furlough Value: \$6,993

Responsible for administrative and business support functions to include the preparation and monitoring of the department's budget, accounting operations, payroll, purchasing and contract coordination, computer services and support. Responds to all public and departmental contacts; processes and verifies all payroll/personnel changes; maintains official personnel files; develops and modifies personnel policies and systems; maintains and revises official position allocation lists, salary tables, class descriptions; and develops and/or revises Countywide personnel programs and policies.

#### Labor Relations

Positions: 1.33 FTE

Extra Help: \$0

Total Appropriations \$174,361

Total Revenues: \$0

Net County Cost: \$174,361

Furlough Value: \$3,647

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

## HUMAN RESOURCES

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### Employee Benefits

Positions: 2.30 FTE

Extra Help: \$0

Total Appropriations \$259,571

Total Revenues: \$0

Net County Cost: \$259,571

Furlough Value: \$6,307

Recruitment and Testing: Administers appropriate advertising and outreach criteria to maximize reasonable competition and ensure compliance with Civil Service rules; identifies critical dimensions for testing; select appropriate testing devices and content through a third party administrator that specializes in public sector testing; administers tests and prepare departmental certifications consistent with Federal, State and local laws and ordinances.

Classification/Salary Administration: Conducts analytical studies to ensure that employees are working within stated classifications; maintains and revises the classification plan to appropriately reflect span of responsibility, typical duties, and required qualifications in accordance with Federal, State and local laws, local ordinances, rules and policies. Includes responsibility for interpretation and correct implementation of wage and hour requirements mandated by the Fair Labor Standards Act and labor contracts.

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

Training and Orientation: Conducts orientation sessions for new hires; develops, coordinate and provide training on topics which have applicability across departmental lines; and as appropriate within budgetary limitations.

Privacy Compliance: Develops, implements, coordinates and maintains privacy and compliance related activities for the County; ensures that countywide practices and procedures related to privacy issues are compliant with federal, state and local regulations and requirements, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA); implements and maintains a comprehensive privacy program for the County to include a system for tracking and documenting ongoing privacy and HIPAA required training. Works closely with department heads and affected department personnel to ensure organizational compliance with HIPAA and related privacy requirements and laws.

## HUMAN RESOURCES

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### Risk Managment

**Operations Support**  
**Positions: 1.22 FTE**  
**Extra Help: \$0**

**Total Appropriations: \$333,828**  
**Total Abatements: \$333,828**  
**Net County Cost: \$0**  
**Furlough Value: \$3,845**

Responsible for administrative and business support functions to include the preparation and monitoring of the department's budget, accounting operations, payroll, purchasing and contract coordination, computer services and support. Responds to all public and departmental contacts. This function does not generate revenue; the costs are offset by intrafund abatements from all programs within the Risk Management special revenue fund.

**Loss Control**  
**Positions: .7 FTE**  
**Extra Help: \$0**

**Total Appropriations: \$209,726**  
**Total Abatements: \$209,726**  
**Net County Cost: \$0**  
**Furlough Value: \$1,984**

This program focuses on identifying El Dorado County's exposure to accidental losses, analyzing the risk factors associated with those losses, and development of programs to reduce or prevent losses to both the County's assets and its employees. Program elements include contract review, property insurance, and attention to ergonomics, industrial hygiene, and violence prevention. This function does not generate revenue. The costs are offset by intrafund abatements from all programs within the Risk Management special revenue fund.

**Liability Programs**  
**Positions: .22 FTE**  
**Extra Help: \$0**

**Total Appropriations: \$4,436,088**  
**Total Revenues: \$4,436,088**  
**Net County Cost: \$0**  
**Furlough Value: \$2,477**

Manages general liability self-insured retention program, processes claims through compromise, appraisal, arbitration, negotiations or courts. Identifies trends in losses and manages their reduction. This program coordinates procurement of outside insurance programs such as excess insurance, airport liability and medical malpractice. Liability management also focuses on identifying El Dorado County's exposure to accidental losses, analyzes the risk factors associated with those losses, and develops programs to reduce or prevent losses to both the County's assets and its employees. Program elements include contract review, property insurance, pre-employment hiring and fitness-for-duty procedures, ergonomics, safety and violence prevention. The Liability Program is funded by revenues from cost applied charges to the departments.

## HUMAN RESOURCES

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### Medical Leave Management

Positions: 1.76 FTE

Extra Help: \$0

Total Appropriations: \$3,079,539

Total Revenues: \$3,079,539

Net County Cost: \$0

Furlough Value: \$2,780

Administration of all employee disability benefit programs such as sick leave, workers' compensation, return to work, long term disability, life insurance, Family & Medical Leave Act, California Family Rights Act, and CalPERS disability retirements. Management of claims and litigation is conducted through a third party administrator, and cost containment through loss control, claimant contact, investigation, and training. Early return to work is promoted through consistent contact with the employees on medical leaves and their departments. The Medical Leave Management Program is funded by revenues from cost applied charges to the departments.

### Employee Medical Benefits

Positions: 1.92 FTE

Extra Help: \$0

Total Appropriations: \$26,791,225

Total Revenues: \$26,791,225

Net County Cost: \$0

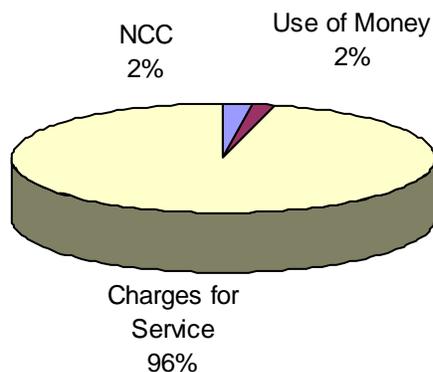
Furlough Value: \$3,386

County-sponsored Health Benefits are provided for employees and their family members and eligible retirees. Benefits are delivered through a number of contracts establishing and administering both fully insured and self-insured health plans and add-in programs. Major vendors and contractors include Blue Shield of California, Caremark, PacifiCare, Kaiser, Delta Dental, and Vision Service Plans. The Employee Benefit Program supports the Retiree Health program. The Employee Benefit Program is funded by revenues from cost applied charges to the departments and premium payments from retirees.

## Financial Charts Human Resources

### Source of Funds

Use of Money & Property (\$659,557): Interest revenue is generated by the cash reserves held in the Risk Management special revenue fund, and is projected to be equal to FY 2008-09 year-end projections.



## HUMAN RESOURCES

Charge for Services (\$33,622,295): Revenues to fund the Liability Programs (\$4,411,088), the Medical Leave Program (\$2,770,000), and the Employee Benefits programs (\$26,441,207) are generated through cost-applied charges to departments, employee payroll deductions, and payments from retirees.

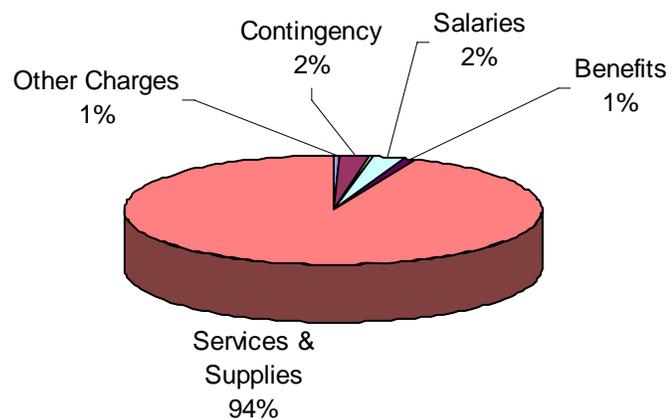
Miscellaneous (\$25,000): Reimbursement to Risk Management for deductibles paid on behalf of departments for property claims and payments from responsible parties for damages to the County post here.

Net County Cost (\$750,824): The Human Resources division of the department is funded with discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations.

### Use of Funds

Salaries & Benefits (\$1,151,518): Primarily comprised of general salaries and benefits (\$874,202), retirement (\$154,501), health insurance (\$94,542), retiree health (\$12,755), and workers' compensation (\$15,518).

Services & Supplies (\$32,778,376): Primarily comprised of insurance premiums and claims payments in the Liability programs (\$3,463,394), Medical Leave programs (\$2,180,000), and Employee Benefits programs (\$25,167,431). professional & specialized services (\$304,101) include amounts for personnel investigations, legal services related to the Civil Service Commission, and benefits consulting services for the Health Benefits programs. Third party administrator fees for Liability, Medical Leave, and Health Benefits programs are budgeted at \$1,289,580.



Other Charges/Intrafund Transfers (\$2,307,221): The largest portion of the appropriations in this character (\$1,500,000) is the transfer from the Retiree Health sub-fund into the health benefits sub-fund to cover the County's contribution for retiree health insurance. The Risk Management funds' A-87 Cost Allocation Plan charges (\$98,327) post here, as well as payments to County Counsel for legal services, and transfers from the Benefits and Medical Leave programs to cover the cost of operations. Charges from other departments for services such as mainframe support (\$11,185), telephone (\$10,600), network support (\$24,167) are also included here.

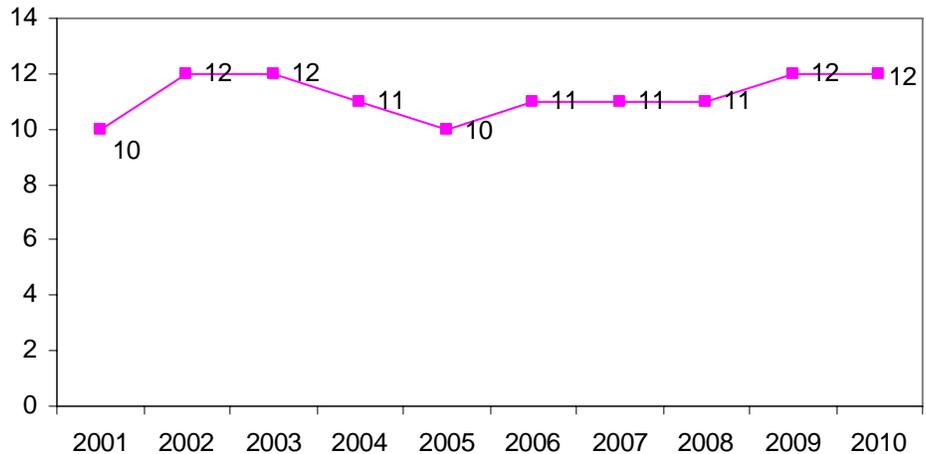
Appropriation for Contingencies (\$714,116): Amounts in excess of the funds needed to fund the Liability and Medical Leave programs in order to achieve desired confidence levels and fund reserves are included here.

## HUMAN RESOURCES

Budgetary Reserves (\$150,000): This amount represents the net interest earnings projected in the Retiree Health prefunding account, which will be retained in the fund.

### Staffing Trend

Staffing for the Human Resources Department has declined over the past ten years. The proposed staff allocation for FY 2009-10 is 12 FTE's which is an increase of two FTE's from FY 2000-01 levels. All staff are located on the West Slope.



### Chief Administrative Office Comments

The Proposed Budget for the Human Resources Department reflects staffing changes made during FY 2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

The budget for the Human Resources Division is recommended at a base level, with one allocation of Sr. Personnel Analyst underfilled with a Personnel Analyst II. Funding for the Liability program in the Risk Management special revenue fund is increasing based on Board of Supervisors direction to build the fund up to a 70% confidence level. It is expected that this will be achieved by the end of FY 2011. The goal for the Medical Leave program is to reduce funding to a 70% confidence level by the end of FY 2011. The budget for the Health Benefits program is increasing based on projections by Aon Consulting, the County's health benefits consultant, of growth in costs of approximately 8%.

### Financial Information by Fund Type

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

		CURRENT YR	CAO			
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
1800	INTERFND REV: SERVICE BETWEEN FUND	21,971	21,971	0	0	-21,971
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	21,971	21,971	0	0	-21,971
<b>TYPE: R SUBTOTAL</b>		21,971	21,971	0	0	-21,971

# HUMAN RESOURCES

## Financial Information by Fund Type

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

		CURRENT YR	CAO			
		MID-YEAR	DEPARTMENT	RECOMMENDED	DIFFERENCE	
		PROJECTION	REQUEST	BUDGET		
		APPROVED				
		BUDGET				
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	534,067	626,008	442,327	408,585	-217,423
3004	OTHER COMPENSATION	5,500	5,500	2,000	2,000	-3,500
3006	BILINGUAL PAY	672	2,080	0	0	-2,080
3020	RETIREMENT EMPLOYER SHARE	102,830	121,546	83,419	83,419	-38,127
3022	MEDI CARE EMPLOYER SHARE	7,757	9,022	6,414	6,170	-2,852
3040	HEALTH INSURANCE EMPLOYER SHARE	82,689	65,034	40,072	51,742	-13,292
3041	UNEMPLOYMENT INSURANCE EMPLOYER	1,746	2,345	3,317	3,191	846
3042	LONG TERM DISABILITY EMPLOYER SHARE	2,254	2,254	1,592	1,531	-722
3043	DEFERRED COMPENSATION EMPLOYER	4,324	4,324	1,600	1,600	-2,724
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	32,914	32,914	5,552	5,552	-27,362
3060	WORKERS' COMPENSATION EMPLOYER	4,372	4,372	3,295	2,904	-1,468
3080	FLEXIBLE BENEFITS	18,039	58,500	37,080	37,080	-21,420
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	797,164	933,898	626,668	603,774	-330,124
4041	COUNTY PASS THRU TELEPHONE CHARGES	1,000	1,000	1,000	1,000	0
4060	FOOD AND FOOD PRODUCTS	600	1,500	600	600	-900
4080	HOUSEHOLD EXPENSE	200	200	200	200	0
4100	INSURANCE: PREMIUM	5,589	5,589	5,589	8,485	2,896
4141	MAINT: OFFICE EQUIPMENT	400	400	400	400	0
4220	MEMBERSHIPS	6,365	7,895	6,925	6,925	-970
4260	OFFICE EXPENSE	4,000	4,000	4,000	4,000	0
4261	POSTAGE	1,000	1,000	1,000	1,000	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	1,395	1,820	895	895	-925
4264	BOOKS / MANUALS	1,000	1,000	500	1,500	500
4300	PROFESSIONAL & SPECIALIZED SERVICES	70,000	80,000	65,000	65,000	-15,000
4400	PUBLICATION & LEGAL NOTICES	20,000	25,000	15,000	15,000	-10,000
4420	RENT & LEASE: EQUIPMENT	4,000	4,000	4,000	4,000	0
4461	EQUIP: MINOR	500	1,000	500	500	-500
4502	EDUCATIONAL MATERIALS	0	700	0	0	-700
4503	STAFF DEVELOPMENT	2,000	5,000	1,900	1,900	-3,100
4529	SOFTWARE LICENSE	2,135	2,135	2,135	2,135	0
4600	TRANSPORTATION & TRAVEL	758	2,800	250	250	-2,550
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	1,750	2,500	1,500	1,500	-1,000
4605	RENT & LEASE: VEHICLE	0	900	0	0	-900
4606	FUEL PURCHASES	0	1,050	0	0	-1,050
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	122,692	149,489	111,394	115,290	-34,199
7220	INTRAFND: TELEPHONE EQUIPMENT &	7,200	7,200	7,200	7,200	0
7223	INTRAFND: MAIL SERVICE	1,291	1,291	1,291	856	-435
7224	INTRAFND: STORES SUPPORT	503	503	503	510	7
7225	INTRAFND: CENTRAL DUPLICATING	2,500	2,500	1,500	1,500	-1,000
7227	INTRAFND: MAINFRAME SUPPORT	3,026	3,026	3,026	3,026	0
7229	INTRAFND: PC SUPPORT	1,500	1,500	1,500	1,500	0

# HUMAN RESOURCES

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## Financial Information by Fund Type

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

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
7231	INTRAFND: IS PROGRAMMING SUPPORT	1,000	1,000	1,000	1,000	0
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	500	500	500	500	0
7234	INTRAFND: NETWORK SUPPORT	14,326	14,326	14,326	15,667	1,341
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	31,846	31,846	30,846	31,759	-87
<b>TYPE: E SUBTOTAL</b>		951,702	1,115,233	768,908	750,823	-364,410
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	929,731	1,093,262	768,908	750,823	-342,439

# HUMAN RESOURCES

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## Financial Information by Fund Type

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

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
			BUDGET		BUDGET	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0400	REV: INTEREST	650,000	650,000	759,557	659,557	9,557
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	650,000	650,000	759,557	659,557	9,557
1760	RISK MANAGEMENT PROGRAM SERVICES	32,187,043	32,187,043	32,139,022	33,622,295	1,435,252
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	32,187,043	32,187,043	32,139,022	33,622,295	1,435,252
1942	MISC: REIMBURSEMENT	50,000	50,000	25,000	25,000	-25,000
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	50,000	50,000	25,000	25,000	-25,000
0001	FUND BALANCE	1,308,938	1,308,938	-927,711	0	-1,308,938
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	1,308,938	1,308,938	-927,711	0	-1,308,938
<b>TYPE: R SUBTOTAL</b>		34,195,981	34,195,981	31,995,868	34,306,852	110,871

# HUMAN RESOURCES

## Financial Information by Fund Type

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

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	441,773	463,106	377,721	363,249	-99,857
3004	OTHER COMPENSATION	0	0	721	721	721
3020	RETIREMENT EMPLOYER SHARE	84,189	88,466	71,082	71,082	-17,384
3022	MEDI CARE EMPLOYER SHARE	5,636	5,945	5,477	5,477	-468
3040	HEALTH INSURANCE EMPLOYER SHARE	66,864	50,443	42,800	42,800	-7,643
3041	UNEMPLOYMENT INSURANCE EMPLOYER	3,349	3,509	2,833	2,833	-676
3042	LONG TERM DISABILITY EMPLOYER SHARE	1,668	1,668	1,359	1,359	-309
3043	DEFERRED COMPENSATION EMPLOYER	5,486	5,486	5,486	5,486	0
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	21,623	21,623	7,203	7,203	-14,420
3060	WORKERS' COMPENSATION EMPLOYER	6,597	6,597	6,597	12,614	6,017
3080	FLEXIBLE BENEFITS	23,431	44,700	34,920	34,920	-9,780
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	660,616	691,543	556,198	547,743	-143,800
4041	COUNTY PASS THRU TELEPHONE CHARGES	600	600	0	0	-600
4100	INSURANCE: PREMIUM	16,662	16,662	16,662	35,789	19,127
4101	INSURANCE: ADDITIONAL LIABILITY	9,623,080	8,083,080	11,302,889	11,320,694	3,237,614
4104	INSURANCE: CY CLAIMS CURRENT YEAR	18,719,706	18,412,706	17,995,842	19,634,342	1,221,636
4140	MAINT: EQUIPMENT	400	750	750	750	0
4220	MEMBERSHIPS	2,400	2,150	530	530	-1,620
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	30,000	30,000	30,000	30,000	0
4260	OFFICE EXPENSE	2,250	3,250	3,250	3,250	0
4261	POSTAGE	3,000	3,000	3,100	3,100	100
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	2,000	2,000	1,200	1,200	-800
4300	PROFESSIONAL & SPECIALIZED SERVICES	260,649	260,649	239,101	239,101	-21,548
4304	AGENCY ADMINISTRATION FEE	120,000	60,000	60,000	60,000	0
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	35,000	35,000	35,000	35,000	0
4338	THIRD PARTY ADMINISTRATOR: RISK	1,510,360	1,233,720	1,289,580	1,289,580	55,860
4420	RENT & LEASE: EQUIPMENT	3,500	3,500	4,000	4,000	500
4461	EQUIP: MINOR	750	1,250	1,250	1,250	0
4503	STAFF DEVELOPMENT	2,000	2,250	2,000	2,000	-250
4529	SOFTWARE LICENSE	1,311	1,311	1,600	1,600	289
4600	TRANSPORTATION & TRAVEL	250	750	350	350	-400
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	650	650	550	550	-100
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	30,334,568	28,153,278	30,987,654	32,663,086	4,509,808
5300	INTERFND: SERVICE BETWEEN FUND TYPES	184,477	184,477	98,327	98,327	-86,150
5301	INTERFND: TELEPHONE EQUIPMENT &	3,400	3,400	3,400	3,400	0
5304	INTERFND: MAIL SERVICE	1,638	1,638	1,638	219	-1,419
5305	INTERFND: STORES SUPPORT	726	726	726	764	38
5306	INTERFND: CENTRAL DUPLICATING	5,500	5,500	5,700	5,700	200
5308	INTERFND: MAINFRAME SUPPORT	8,159	8,159	8,159	8,797	638
5310	INTERFND: COUNTY COUNSEL	47,500	47,500	55,000	84,610	37,110
5314	INTERFND: PC SUPPORT	1,000	1,000	750	750	-250

# HUMAN RESOURCES

## Financial Information by Fund Type

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

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
5315	INTERFND: IS SOFTWARE TRAINING	500	500	500	500	0
5316	INTERFND: IS PROGRAMMING SUPPORT	25,000	25,000	19,000	19,000	-6,000
5320	INTERFND: NETWORK SUPPORT	8,816	8,816	8,816	9,841	1,025
<b>CLASS: 50 OTHER CHARGES</b>		286,716	286,716	202,016	231,908	-54,808
7250	INTRAFND: NOT GEN FUND / SAME FUND	2,228,537	2,228,537	1,812,247	2,043,554	-184,983
<b>CLASS: 72 INTRAFUND TRANSFERS</b>		2,228,537	2,228,537	1,812,247	2,043,554	-184,983
7380	INTRFND ABATEMENTS: NOT GENERAL	-2,228,536	-2,228,536	-2,019,915	-2,043,554	184,982
<b>CLASS: 73 INTRAFUND ABATEMENT</b>		-2,228,536	-2,228,536	-2,019,915	-2,043,554	184,982
7700	APPROPRIATION FOR CONTINGENCIES	142,443	142,443	207,668	714,116	571,673
<b>CLASS: 77 APPROPRIATION FOR CONTINGENCIES</b>		142,443	142,443	207,668	714,116	571,673
7804	DESIGNATION RETIREE HEALTH PREFUNDING	4,922,000	4,922,000	0	150,000	-4,772,000
<b>CLASS: 78 RESERVES: BUDGETARY ONLY</b>		4,922,000	4,922,000	0	150,000	-4,772,000
<b>TYPE: E SUBTOTAL</b>		36,346,344	34,195,981	31,745,868	34,306,853	110,872
<b>FUND TYPE:</b>	<b>32 SUBTOTAL</b>	2,150,363	0	-250,000	1	1
<b>DEPARTMENT:</b>	<b>08 SUBTOTAL</b>	3,080,093	1,093,262	518,908	750,824	-342,438

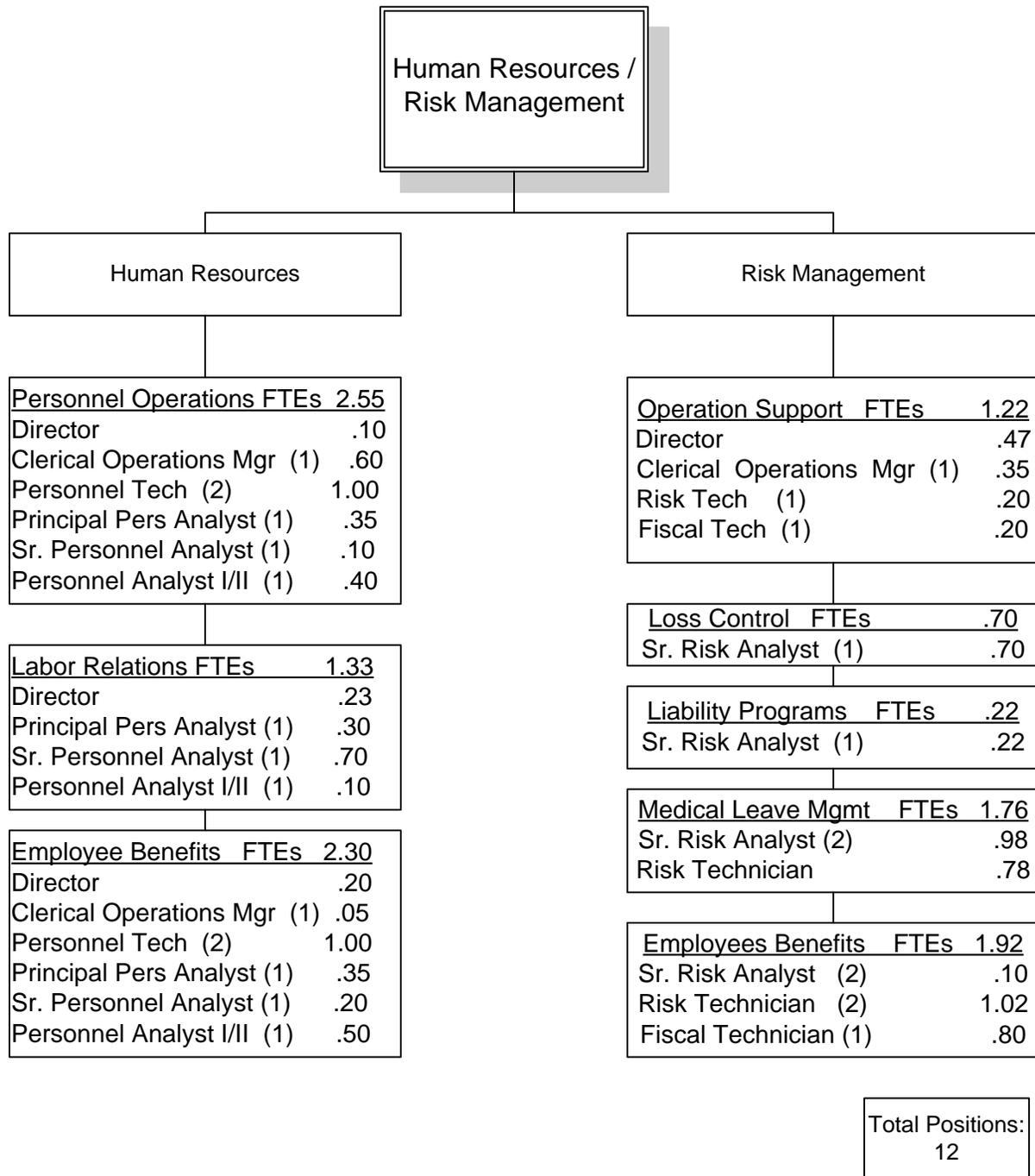
## HUMAN RESOURCES

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### Personnel Allocation

<b>Classification Title</b>	<b>2008-09 Adjusted Allocation</b>	<b>2009-10 Dept Request</b>	<b>2009-10 CAO Recm'd</b>	<b>Diff from Adjusted</b>
Director of Human Resources	1.00	1.00	1.00	0.00
Clerical Operations Manager	1.00	1.00	1.00	0.00
Fiscal Technician	1.00	1.00	1.00	0.00
Personnel Technician	2.00	2.00	2.00	0.00
Principal Personnel Analyst	1.00	1.00	1.00	0.00
Risk Management Technician	2.00	2.00	2.00	0.00
Sr. Personnel Analyst	2.00	2.00	2.00	0.00
Sr. Risk Management Analyst	2.00	2.00	2.00	0.00
<b>Department Total</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>0.00</b>

# HUMAN RESOURCES



## HUMAN RESOURCES

### Human Resources Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	490,910	541,404	602,532	455,237	<i>Division of CAO</i>
Benefits	108,958	124,178	144,210	172,221	
Services & Supplies	198,971	167,158	227,590	240,121	
Other Charges	356	534	280	25	
Fixed Assets	2,315	25,723	-	-	
Intrafund Transfers	(36,980)	(3,158)	(15,231)	(62,019)	
<b>Total Appropriations</b>	<b>764,530</b>	<b>855,839</b>	<b>959,381</b>	<b>805,585</b>	-
Charges for Service	-	8,270	7,170	33,315	
Misc.	-	957	1,456	100	
<b>Total Revenue</b>	<b>-</b>	<b>9,227</b>	<b>8,626</b>	<b>33,415</b>	-
<b>NCC</b>	<b>764,530</b>	<b>846,612</b>	<b>950,755</b>	<b>772,170</b>	-
<b>FTE's</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

## HUMAN RESOURCES

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	<i>Division</i>	<i>Division</i>	630,119	550,366	444,327
Benefits	<i>of</i>	<i>of</i>	290,443	256,234	159,447
Services & Supplies	<i>CAO</i>	<i>CAO</i>	120,133	110,084	115,290
Other Charges	-	-	230		
Intrafund Transfers	-	-	30,401	30,846	31,759
<b>Total Appropriations</b>	-	-	<b>1,071,326</b>	<b>947,530</b>	<b>750,823</b>
Charges for Service	-	-	60	13,332	-
Misc.	-	-	(598)	30	-
<b>Total Revenue</b>	-	-	<b>(538)</b>	<b>13,362</b>	-
<b>NCC</b>	-	-	<b>1,071,864</b>	<b>934,168</b>	<b>750,823</b>
<b>FTE's</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

10 Year Variance		
	\$ Change	% Change
Salaries	(46,583)	-9%
Benefits	50,489	46%
Services & Supplies	(83,681)	-42%
Other Charges	(356)	-100%
Fixed Assets	(2,315)	-100%
Intrafund Transfers	68,739	-186%
<b>Total Appropriations</b>	<b>(13,707)</b>	<b>-2%</b>
Charges for Service	-	N/A
Misc.	-	N/A
<b>Total Revenue</b>	<b>-</b>	<b>N/A</b>
<b>NCC</b>	<b>(13,707)</b>	<b>-2%</b>
<b>FTE's</b>	<b>(2)</b>	<b>-22%</b>

Notes

## HUMAN RESOURCES

### Risk Management Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	332,224	356,941	370,181	378,857	423,296
Benefits	77,059	84,193	98,527	140,176	181,905
Services & Supplies	15,490,718	18,711,111	21,877,170	23,565,447	22,675,949
Other Charges	142,163	129,210	128,095	230,725	244,870
Fixed Assets	-	3,001	3,247	406,700	3,122
Operating Transfers	-	11,111	7,000	-	841,744
Intrafund Transfers	-	2,867	-	-	248
Contingency	-	-	-	-	-
Reserve	-	-	-	-	-
<b>Total Appropriations</b>	<b>16,042,164</b>	<b>19,298,434</b>	<b>22,484,220</b>	<b>24,721,905</b>	<b>24,371,134</b>
Use of Money	521,496	510,224	165,166	149,492	365,088
State	19,663	-	-	-	-
Federal	-	10,000	6,300	5,727	-
Charges for Service	14,747,655	17,837,262	22,402,051	28,004,039	29,010,249
Misc.	256,113	136,341	1,477,436	899,516	720,679
Other Financing Sources	1,500	1,500	1,500	401,500	842,631
Use of Fund Balance	-	-	-	-	-
<b>Total Revenue</b>	<b>15,546,427</b>	<b>18,495,327</b>	<b>24,052,453</b>	<b>29,460,274</b>	<b>30,938,647</b>
<b>NCC</b>	<b>495,737</b>	<b>803,107</b>	<b>(1,568,233)</b>	<b>(4,738,369)</b>	<b>(6,567,513)</b>
<b>FTE's</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>5</b>
<b>Fund Balance</b>	<b>13,200,606</b>	<b>12,437,555</b>	<b>14,067,190</b>	<b>18,807,096</b>	<b>25,413,526</b>

## HUMAN RESOURCES

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	430,988	454,957	497,863	463,106	363,970
Benefits	206,114	238,467	202,273	228,437	183,772
Services & Supplies	24,339,049	26,150,721	28,158,739	29,302,278	32,663,086
Other Charges	323,468	124,115	274,174	286,716	231,908
Fixed Assets	-	-	-	-	-
Operating Transfers	1,060,768	-	-	-	-
Intrafund Transfers	1,473	-	-	1	-
Contingency	-	-	-	142,443	714,116
Reserve	-	-	-	4,922,000	150,000
<b>Total Appropriations</b>	<b>26,361,860</b>	<b>26,968,260</b>	<b>29,133,049</b>	<b>35,344,981</b>	<b>34,306,852</b>
Use of Money	1,055,925	1,697,876	1,409,111	650,000	659,557
State	-	-	-	-	-
Federal	-	-	-	-	-
Charges for Service	29,154,624	30,115,260	32,076,357	32,187,043	33,622,295
Misc.	716,012	630,498	881,039	50,000	25,000
Other Financing Sources	1,060,768	-	-	-	-
Use of Fund Balance	-	-	-	2,457,938	-
<b>Total Revenue</b>	<b>31,987,329</b>	<b>32,443,634</b>	<b>34,366,507</b>	<b>35,344,981</b>	<b>34,306,852</b>
<b>NCC</b>	<b>(5,625,469)</b>	<b>(5,475,374)</b>	<b>(5,233,458)</b>	-	-
<b>FTE's</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>6</b>
<b>Fund Balance</b>	<b>30,991,274</b>	<b>36,507,863</b>	<b>41,830,473</b>	<b>44,436,978</b>	<b>45,301,094</b>

10 Year Variance		
	\$ Change	% Change
Salaries	31,746	10%
Benefits	106,713	138%
Services & Supplies	17,172,368	111%
Other Charges	89,745	63%
Contingency	714,116	N/A
Reserve	150,000	N/A
<b>Total Appropriations</b>	<b>18,264,688</b>	<b>114%</b>
Use of Money	138,061	26%
State	(19,663)	-100%
Charges for Service	18,874,640	128%
Misc.	(231,113)	-90%
Other Financing Sources	(1,500)	-100%
<b>Total Revenue</b>	<b>18,760,425</b>	<b>N/A</b>
<b>NCC</b>	<b>(495,737)</b>	<b>-100%</b>
<b>FTE's</b>	<b>1</b>	<b>20%</b>

### Notes

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# INFORMATION TECHNOLOGIES

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## Mission

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

## Program Summaries

**Administration:**

**Positions: 5.00 FTE**

**Extra Help: \$ 0**

**Overtime: \$ 0**

**Total Appropriations: \$ 785,899**

**Total Revenues: \$ 75,000**

**Net County Cost: \$ 710,899**

**Furlough Value: \$16,770**

Administration: Provides overall direction and support for all divisions and groups within I.T., including: administrative support, policy development, implementation and administration, financial planning, budget administration, fiscal control, procurement, contract administration and asset management. I.T. provides contract administration for the cable TV franchises approved by the Board of Supervisors.

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

**Revenue Source:** Revenue to the Administration Unit is a one time recovery for CATV administrative taken as a portion of Cable Franchise fees paid to the County.

**Application Support/Consulting Services:**

**Positions: 14.55 FTE**

**Extra Help: \$ 0**

**Overtime: \$1,500**

**Total Appropriations: \$1,476,610**

**Total Revenues: \$ 253,900**

**Net County Cost: \$1,222,710**

**Furlough Value: \$44,471**

Application Support/Consulting Services: Provides for complete life cycle application development, support and maintenance, and database design on multi-tiered platforms. This function also provides business processing engineering and project management services, and County-wide training for Lotus Notes, Adobe and Microsoft applications.

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

## **INFORMATION TECHNOLOGIES**

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**Revenue Source:** Charges to County Departments and outside Agencies for services. Note: Nearly 29% (roughly \$476,000) of Application Programming time is spent on Mainframe support. This time is recovered through the Mainframe Support cost applied charges allocated countywide, and is captured in the Operations budget. Approximately 15% of Application Programming time is spent on billable activities for individual departments and the remaining 56% is considered infrastructure or otherwise non-billable, enterprise systems, such as Internet and Intranet services and infrastructure, training, and programming services utilized by multiple departments.

**Operations/Technical Services:**

**Positions: 10.45 FTE**

**Extra Help: \$24,303**

**Overtime: \$5,500**

**Total Appropriations: \$ 27,194**

**Total Revenues: \$ 496,342**

**Net County Cost: (\$ 469,148)**

**Furlough Value: \$23,632**

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

**Technical Services:** Provides installation, customization, maintenance and support of hardware and software for the Enterprise Server and its sub systems. Provides installation, customization, maintenance and database administration support for County users of DB2 and M204.

**Document Processing Center/Records Management:**

Provides printing, duplicating, imaging and document storage for County departments. This unit has one (1) extra help Microfilm/Imaging Tech that performs scanning services for specialized imaging projects as requested by County departments. Salary costs for this employee are recovered throughout the year with document imaging fees.

**Revenue Source:** Ongoing support provided to County Departments and Outside Agencies and fixed charge Cost Applied rates. Note: Mainframe Support cost applied charges to departments recover costs for the Operations and Technical Services units as well as programming time provided by the Applications Programming unit. All revenue and offset for Mainframe support is captured in the Operations Unit (102210). Revenue in the Operations/Technical Services function also includes that of the Document Center for print services.

**Network/Server Support:**

**Positions: 6.35 FTE**

**Extra Help: \$0**

**Overtime: \$3,500**

**Total Appropriations: \$ 433,179**

**Total Revenues: \$ 659,208**

**Net County Cost: (\$ 226,028)**

**Furlough Value: \$19,361**

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

**Network Administration:** Provides technical support for the County's data network, including: network security, support for wide-area network (WAN) and local area networks (LAN's), planning and installation of networks, troubleshooting and maintenance of network hardware

## INFORMATION TECHNOLOGIES

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and software, and coordination with vendors for problem resolution. Coordinates all public works wiring contracts throughout the County.

**Revenue Source:** Charges to County Departments and outside agencies for support and fixed charge Cost Applied rates.

**PC Desktop and Office Systems Support:**

**Positions:** 3.35 FTE  
**Extra Help:** \$ 0  
**Overtime:** \$3,300

**Total Appropriations:** \$ 314,446  
**Total Revenues:** \$ 15,500  
**Net County Cost:** \$ 298,946  
**Furlough Value:** \$10,113

Desktop/PC Support: Provides hardware and software support for 1,835 +/- County PC's including installation, maintenance, upgrades, trouble shooting of problems, problem tracking and reporting. The HELP DESK provides first and second level telephone support for PC, server, and enterprise server reported problems.

**Revenue Source:** Charges to County Departments and outside Agencies for support.

**Communications:**

**Positions:** 2.30 FTE  
**Extra Help:** \$ 0  
**Overtime:** \$7,500

**Total Appropriations:** \$ 769,309  
**Total Revenues:** \$ 574,000  
**Net County Cost:** \$ 195,310  
**Furlough Value:** \$6,852

Telecommunications (Voice Communications): Provides installation and support for an in-house PBX voice switching network, including support for over 2,000 telephones in over 35 locations throughout the County. The unit provides Voicemail services to all County employees who need it. They are also responsible for all phone and data wiring in County facilities and provide coordination with vendors who provide local and long distance services.

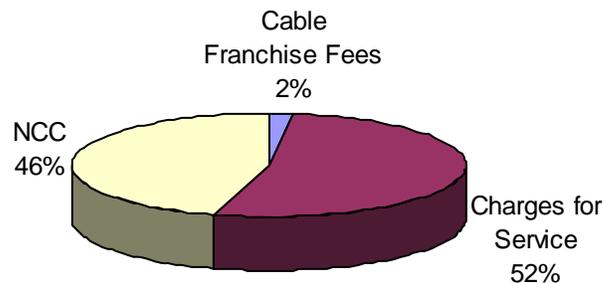
**Revenue Source:** Charges to County Departments and outside Agencies for support.

### Financial Charts

#### Source of Funds

License, Permits & Franchises (\$75,000): Cable Franchise fees

Charges for Service (\$1,998,950): Primarily comprised of revenue for network support (\$647,157), mainframe support (\$403,156), telephone (\$500,000) service to non general fund departments (\$170,000), programming support (\$80,400), central duplicating (\$65,000) and other charges for services (\$97,937).

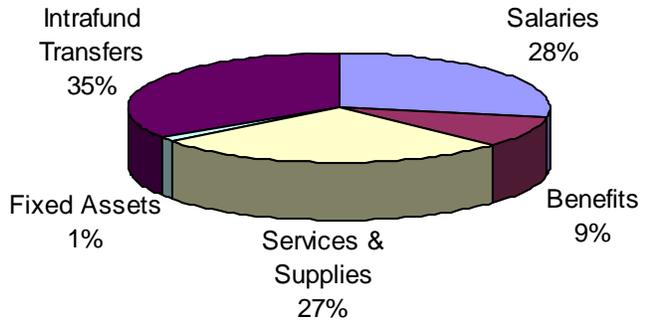


## INFORMATION TECHNOLOGIES

Net County Cost (\$1,732,687): The Department is primarily funded with discretionary General Fund tax revenue. These revenues are collected in Department 15 – General Fund Other Operations.

### Use of Funds

**Salaries & Benefits (\$4,470,142):** Primarily comprised of salaries (\$3,160,183), retirement (\$639,315), health insurance (\$407,092), overtime (\$21,300) and temporary help (\$24,303).



**Services & Supplies (\$3,304,332):** Primarily comprised of telephone company vendor payments (\$1,003,600), computer maintenance (\$1,127,194), equipment maintenance (\$271,000), telephone & radio maintenance (\$147,000), equipment lease (\$123,467), professional & specialized services (\$112,000), telephone & radio equipment (\$93,680), network wiring contract (\$70,000) computer equipment (\$67,400), software (\$54,900), and software license (\$44,482).

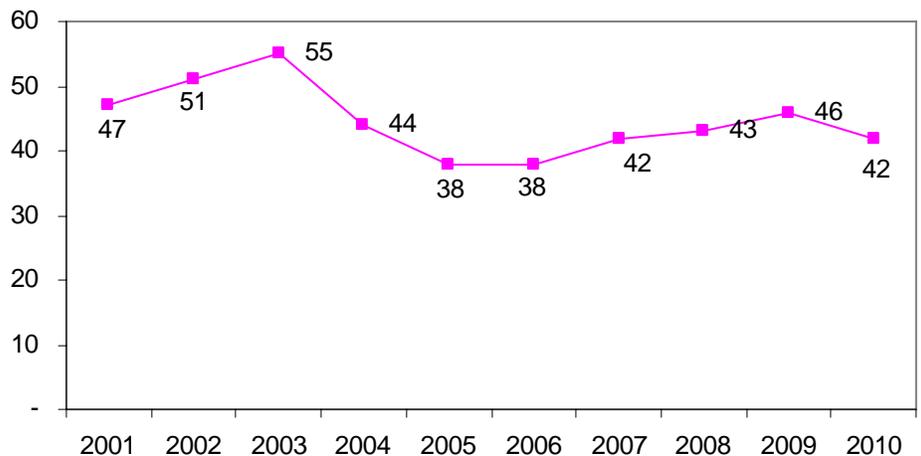
**Fixed Assets (\$168,000):** Comprised of equipment (\$70,000) and computer equipment (\$98,000).

**Intra-fund Transfers (\$138,075):** Includes charges from other departments for services such as telephone equipment & support (\$130,000).

**Intra-fund Abatement: (-\$4,273,912):** Includes charges to other departments mainframe (-\$1,642,900), (-\$1,167,540), telephone equipment & support (-\$872,000), central duplicating (-\$210,000), programming support (-\$150,000), and pc support (-\$115,000), and internet support (-\$92,472).

### Staffing Trend

Staffing for the Information Technologies department over the past ten years reflects growth in FY2001-02 and a peak in FY2002-03 followed by a decline in FY2003-04 due to budget cuts. Since FY2003-04 staff has fluctuated slightly with proposed staffing for FY2009-



## **INFORMATION TECHNOLOGIES**

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10 being at the same level as FY2006-07. In FY2008-09 IT took over the Print Shop from General Services resulting in the addition of 3.0 FTE.

All positions in the Information Technology department are located in Placerville.

### **Chief Administrative Office Comments**

The Proposed Budget for the Information Technologies department reflects staffing changes made during FY2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

While the proposed budget for FY2009-10 maintains existing staffing and levels of operation based on reductions made during FY2008-09, the challenge for Information Technologies will be to maintain the County computer infrastructure while meeting the potential for on-going reductions based on economic decline.

In the event additional budget reductions are required in FY2009-10 and beyond, impacts due to staff reductions may include the following:

Information Technologies (IT) and the Surveyor have a service agreement that supports the Land Management Information System (LMIS) and Geographic Information System (GIS). IT and the Surveyor have collaborated for IT to provide mainframe support as well as programming back up to the Surveyor. Both Departments have expressed concern about succession planning given that there is only one mainframe programmer with in depth knowledge of the LMIS system. Without cross training, the LMIS system would be in jeopardy. It is currently estimated that Information Technologies will provide approximately \$68,000 in support to the Surveyor in FY2009-10. The challenge for both the Surveyor and Information Technologies is the potential for staffing reductions as the County continues to reduce expenses to meet on-going reductions in revenue which affects all General Fund departments.

In addition, the IT Department has service agreements with other departments such as Health Services, including Public Health and Mental Health, Human Services, Library and Child Support Services to provide staff support for a variety of different IT needs. Should additional staff reductions be required in the future IT may no longer be in a position to support these, or other departments to the level needed.

The FY2009-10 budget does not include any funding for computer replacements via the Technology Refresh Program. Funding for this program has declined over the past couple of years along with the decline in revenue. At its peak, the refresh program included \$100,000 to replace computers.

In the area of telecommunications, the budget contains funding to complete the upgrade of the phone switch to South Lake Tahoe. Due to budget reductions in FY2008-09 this project was pushed to FY2009-10. IT recommends the upgrade of the main telecommunications switch located in South Lake Tahoe in order to provide redundancy and business continuity should the main switch in Placerville fail. It is also critical to note that the County has recently been informed by the vendor who supplies the telecommunications equipment and services that after December 31, 2012, the current equipment will no longer be maintainable without significant

## **INFORMATION TECHNOLOGIES**

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upgrades. IT has negotiated a maintenance agreement to provide coverage through December 31, 2012.

Additionally, the telecommunications refresh plan that was first started in FY2005-06 is now obsolete due to changes in technology, namely more cost effective Voice over Internet Protocols (VoIP). Accordingly, IT has continued to evaluate technology and has updated their plan for telecommunications upgrades. The revised plan, which must be completed by December 31, 2012, includes eliminating five switches and a number of switch extenders throughout the County. IT then proposes to upgrade four switches that must be retained. They propose to eliminate redundant circuits since much of the traffic will be routed over existing Opt-e-man high speed fiber circuits which have been installed over the past couple of years. This plan will reduce the number of call detail servers from nine down to four. The revised plan will also include the procurement of VoIP phones over the next three years, incrementally as the switches are upgraded.

Estimated costs for the revised plan are:

FY2009-10	\$160,000
FY2010-11	\$250,000
FY2011-12	\$250,000

In the area of the Applications Improvement Program, for the second year in a row there is no funding included in the budget to support the effort of replacing legacy systems.

Finally, one additional issue to bring to the Board's attention is the need to replace the Uninterruptable Power Source (UPS) that supports the Mainframe and other computer systems should a power failure occur. This system is located in Building B in the County main campus. Information Technologies and the Department of Transportation (DOT), Facilities Division, have initiated discussions regarding the need to replace this system as a Capital Improvement Project. DOT Facilities Division, does not yet have an estimate on how much it will cost to replace this important piece of equipment, however, an initial estimate of \$50,000 has been provided in order to evaluate building engineering needs in order to develop a Request for Bid for the project. The estimated \$50,000 is not currently included in the IT or DOT Facilities budget. Follow up information will be provided in the final budget process.

# INFORMATION TECHNOLOGIES

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## Financial Information by Fund Type

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

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
			BUDGET		BUDGET	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0252	FRANCHISE: CABLE	75,000	75,000	75,000	75,000	0
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	75,000	75,000	75,000	75,000	0
1740	CHARGES FOR SERVICES	100,266	93,818	97,937	97,937	4,119
1742	MISC: COPY FEES	5,552	7,717	5,600	5,600	-2,117
1771	SUPERIOR COURT SERVICES	16,221	20,816	16,200	16,200	-4,616
1800	INTERFND REV: SERVICE BETWEEN FUND	53,710	100,000	170,000	170,000	70,000
1801	INTERFND REV: TELEPHONE EQUIP &	501,800	416,000	500,000	500,000	84,000
1806	INTERFND REV: CENTRAL DUPLICATING	64,995	87,100	65,000	65,000	-22,100
1808	INTERFND REV: MAINFRAME SUPPORT	359,726	359,726	403,156	403,156	43,430
1814	INTERFND REV: PC SUPPORT	7,914	20,000	13,500	13,500	-6,500
1816	INTERFND REV: IS PROGRAMMING SUPPORT	80,400	105,000	80,400	80,400	-24,600
1820	INTERFND REV: NETWORK SUPPORT	634,472	634,472	647,157	647,157	12,685
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	1,825,056	1,844,649	1,998,950	1,998,950	154,301
1942	MISC: REIMBURSEMENT	776	0	0	0	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	776	0	0	0	0
<b>TYPE: R SUBTOTAL</b>		1,900,832	1,919,649	2,073,950	2,073,950	154,301

# INFORMATION TECHNOLOGIES

## Financial Information by Fund Type

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

		CURRENT YR		DEPARTMENT	CAO	
		MID-YEAR	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
		PROJECTION	BUDGET		BUDGET	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	3,292,868	3,299,127	3,281,382	3,160,183	-138,944
3001	TEMPORARY EMPLOYEES	40,296	145,000	24,303	24,303	-120,697
3002	OVERTIME	19,606	30,000	21,300	21,300	-8,700
3003	STANDBY PAY	16,497	16,200	16,155	16,155	-45
3004	OTHER COMPENSATION	14,338	5,000	12,500	12,500	7,500
3020	RETIREMENT EMPLOYER SHARE	639,495	663,635	639,315	639,315	-24,319
3022	MEDI CARE EMPLOYER SHARE	46,356	47,039	45,332	45,332	-1,708
3040	HEALTH INSURANCE EMPLOYER SHARE	445,398	437,525	407,092	407,092	-30,433
3041	UNEMPLOYMENT INSURANCE EMPLOYER	7,498	12,999	24,610	24,610	11,611
3042	LONG TERM DISABILITY EMPLOYER SHARE	12,237	12,237	11,813	11,813	-424
3043	DEFERRED COMPENSATION EMPLOYER	4,154	2,774	5,330	5,330	2,555
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	124,803	133,510	34,516	34,516	-98,994
3060	WORKERS' COMPENSATION EMPLOYER	26,712	31,548	31,695	31,695	147
3080	FLEXIBLE BENEFITS	12,996	30,000	36,000	36,000	6,000
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>4,703,253</b>	<b>4,866,594</b>	<b>4,591,341</b>	<b>4,470,142</b>	<b>-396,451</b>
4020	CLOTHING & PERSONAL SUPPLIES	0	1,000	0	0	-1,000
4040	TELEPHONE COMPANY VENDOR PAYMENTS	988,663	1,020,663	1,003,600	1,003,600	-17,063
4041	COUNTY PASS THRU TELEPHONE CHARGES	-84,033	-87,357	-77,855	-77,855	9,502
4083	LAUNDRY	0	960	0	0	-960
4086	JANITORIAL / CUSTODIAL SERVICES	7,000	7,000	5,000	5,000	-2,000
4100	INSURANCE: PREMIUM	17,798	20,335	34,172	34,172	13,837
4140	MAINT: EQUIPMENT	260,957	264,957	271,000	271,000	6,043
4142	MAINT: TELEPHONE / RADIO	117,500	132,500	147,000	147,000	14,500
4144	MAINT: COMPUTER	0	0	1,127,194	1,127,194	1,127,194
4180	MAINT: BUILDING & IMPROVEMENTS	0	19,800	9,000	9,000	-10,800
4220	MEMBERSHIPS	430	430	430	430	0
4260	OFFICE EXPENSE	24,027	28,235	23,750	23,750	-4,485
4261	POSTAGE	422	825	400	400	-425
4262	SOFTWARE	69,448	94,448	120,900	54,900	-39,548
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	170	350	200	200	-150
4264	BOOKS / MANUALS	0	700	450	450	-250
4266	PRINTING / DUPLICATING SERVICES	20,870	27,869	21,000	21,000	-6,869
4300	PROFESSIONAL & SPECIALIZED SERVICES	118,475	118,475	114,000	112,000	-6,475
4302	CONSTRUCT & ENGINEER CONTRACTS	125,000	125,000	70,000	70,000	-55,000
4308	EXTERNAL DATA PROCESSING SERVICES	113,532	113,532	92,472	92,472	-21,060
4400	PUBLICATION & LEGAL NOTICES	0	1,500	250	250	-1,250
4420	RENT & LEASE: EQUIPMENT	123,555	123,555	123,467	123,467	-88
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	1,200	1,200	1,200	1,200	0
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	7,500	14,200	7,450	7,450	-6,750
4461	EQUIP: MINOR	3,282	11,118	3,100	3,100	-8,018
4462	EQUIP: COMPUTER	71,762	148,012	67,440	67,440	-80,572

# INFORMATION TECHNOLOGIES

## Financial Information by Fund Type

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

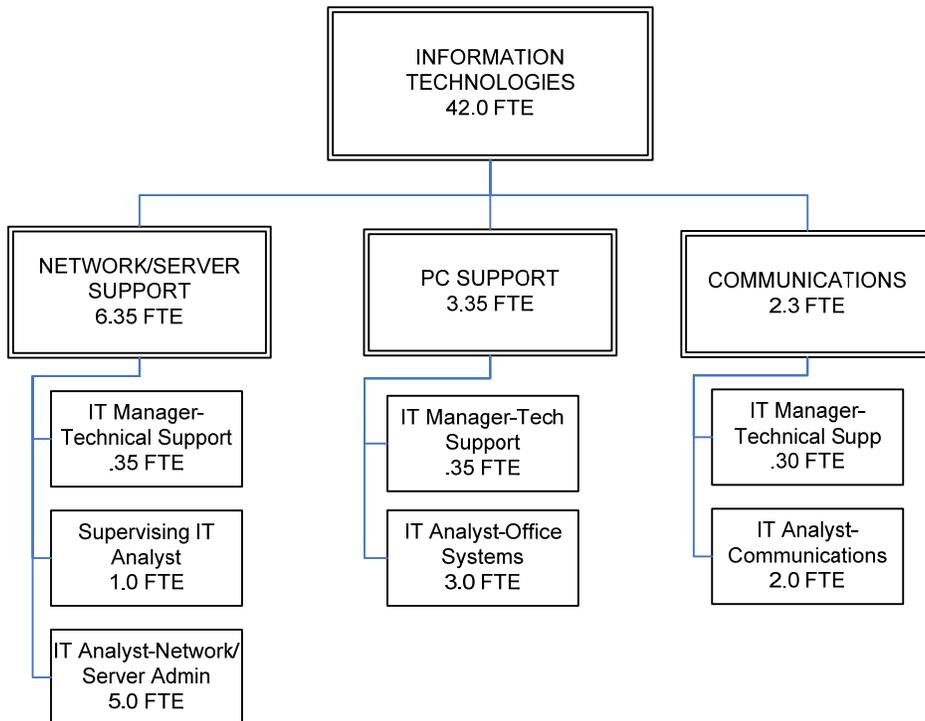
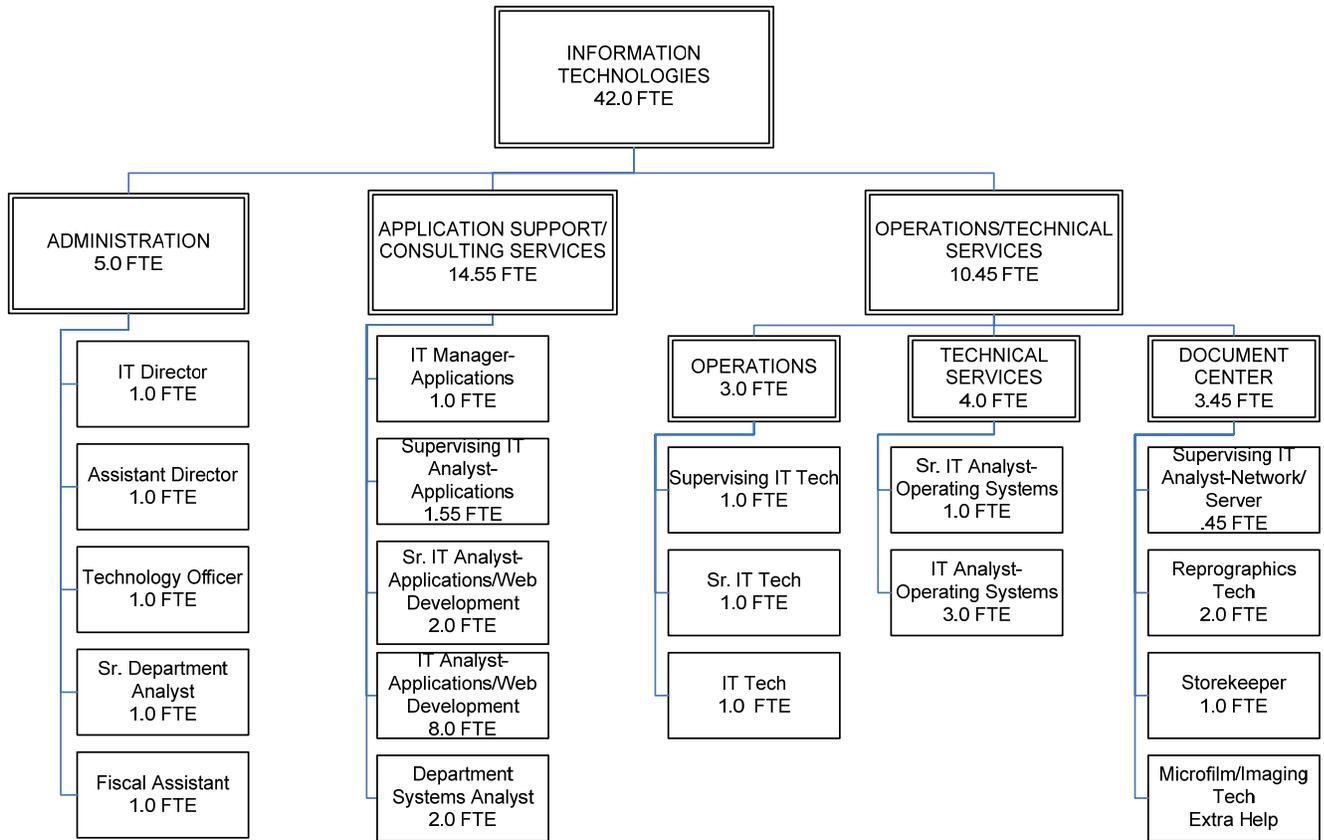
	CURRENT YR		CAO		DIFFERENCE
	MID-YEAR PROJECTION	APPROVED BUDGET	DEPARTMENT REQUEST	RECOMMENDED BUDGET	
4463 EQUIP: TELEPHONE & RADIO	118,000	148,000	93,680	93,680	-54,320
4500 SPECIAL DEPT EXPENSE	32	0	0	0	0
4502 EDUCATIONAL MATERIALS	2,338	5,400	2,400	2,400	-3,000
4503 STAFF DEVELOPMENT	17,903	23,015	17,500	17,500	-5,515
4512 INVENTORY: PRINT SHOP GENERAL SVCS	23,865	37,171	24,000	24,000	-13,171
4529 SOFTWARE LICENSE	1,051,458	1,057,458	44,482	44,482	-1,012,976
4600 TRANSPORTATION & TRAVEL	2,683	16,200	2,600	6,600	-9,600
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	3,595	4,400	3,500	3,500	-900
4605 RENT & LEASE: VEHICLE	9,041	15,079	9,350	9,350	-5,729
4606 FUEL PURCHASES	5,261	7,331	5,200	5,200	-2,131
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>3,221,734</b>	<b>3,503,361</b>	<b>3,368,332</b>	<b>3,304,332</b>	<b>-199,029</b>
5300 INTERFND: SERVICE BETWEEN FUND TYPES	0	200	0	0	-200
<b>CLASS: 50 OTHER CHARGES</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>-200</b>
6040 FIXED ASSET: EQUIPMENT	60,000	60,000	100,000	70,000	10,000
6042 FIXED ASSET: COMPUTER SYSTEM EQUIP	103,800	222,000	98,000	98,000	-124,000
<b>CLASS: 60 FIXED ASSETS</b>	<b>163,800</b>	<b>282,000</b>	<b>198,000</b>	<b>168,000</b>	<b>-114,000</b>
7200 INTRAFUND TRANSFERS: ONLY GENERAL	12	6,233	0	0	-6,233
7220 INTRAFND: TELEPHONE EQUIPMENT &	113,998	97,799	130,000	130,000	32,201
7223 INTRAFND: MAIL SERVICE	1,198	1,198	1,198	1,198	0
7224 INTRAFND: STORES SUPPORT	3,127	3,127	277	277	-2,850
7225 INTRAFND: CENTRAL DUPLICATING	0	1,000	0	0	-1,000
7229 INTRAFND: PC SUPPORT	0	600	0	0	-600
7232 INTRAFND: MAINT BLDG & IMPROVMNTS	6,600	10,000	6,600	6,600	-3,400
7234 INTRAFND: NETWORK SUPPORT	0	2,355	0	0	-2,355
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>124,935</b>	<b>122,312</b>	<b>138,075</b>	<b>138,075</b>	<b>15,763</b>
7350 INTRFND ABATEMENTS: GF ONLY	-23,566	-30,000	-24,000	-24,000	6,000
7354 INTRFND ABATEMENTS: TELEPHONE EQUIP &	-856,779	-800,000	-872,000	-872,000	-72,000
7359 INTRFND ABATEMENTS: CENTRAL	-159,633	-158,676	-210,000	-210,000	-51,324
7361 INTRFND ABATEMENTS: MAINFRAME	-1,760,997	-1,760,997	-1,642,900	-1,642,900	118,097
7362 INTRFND ABATEMENTS: INTERNET	-113,532	-113,532	-92,472	-92,472	21,060
7363 INTRFND ABATEMENTS: PC SUPPORT	-99,072	-121,000	-115,000	-115,000	6,000
7365 INTRFND ABATEMENTS: IS PROGRAMMING	-156,310	-297,000	-188,000	-150,000	147,000
7368 INTRFND ABATEMENTS: IS NETWORK	-1,298,691	-1,298,691	-1,167,540	-1,167,540	131,151
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	<b>-4,468,580</b>	<b>-4,579,896</b>	<b>-4,311,912</b>	<b>-4,273,912</b>	<b>305,984</b>
<b>TYPE: E SUBTOTAL</b>	<b>3,745,142</b>	<b>4,194,571</b>	<b>3,983,836</b>	<b>3,806,637</b>	<b>-387,933</b>
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>1,844,310</b>	<b>2,274,922</b>	<b>1,909,886</b>	<b>1,732,687</b>	<b>-542,234</b>
<b>DEPARTMENT: 10 SUBTOTAL</b>	<b>1,844,310</b>	<b>2,274,922</b>	<b>1,909,886</b>	<b>1,732,687</b>	<b>-542,234</b>

## INFORMATION TECHNOLOGIES

### Personnel Allocations

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Director of Information Technology	1.00	1.00	1.00	0.00
Administrative Services Officer	1.00	1.00	1.00	0.00
Assistant Director of Information Technology	1.00	1.00	1.00	0.00
Department Systems Analyst	2.00	2.00	2.00	0.00
Fiscal Assistant I/II	1.00	1.00	1.00	0.00
Information Analyst Tr/I/II-App/Web Dev/Supt	8.00	8.00	8.00	0.00
IT Analyst Tr/I/II-Networking	2.00	2.00	2.00	0.00
IT Analyst Tr/I/II-Office Systems	2.00	2.00	2.00	0.00
IT Analyst Tr/I/II-Operating Systems	3.00	3.00	3.00	0.00
IT Analyst Tr/I/II-Server Admin	3.00	3.00	3.00	0.00
IT Analyst Tr/I/II-Telecomm	2.00	2.00	2.00	0.00
Information Technology Manager	2.00	2.00	2.00	0.00
Information Technology Officer	1.00	1.00	1.00	0.00
Information Technology Technician Trainee/I/II/Sr.	2.00	2.00	2.00	0.00
Reprographics Technician I/II	2.00	2.00	2.00	0.00
Sr IT Analyst Tr/I/II-App/Web Dev/Supt	2.00	2.00	2.00	0.00
Sr IT Analyst Tr/I/II-Office Systems	1.00	1.00	1.00	0.00
Sr IT Analyst Tr/I/II-Operating Systems	1.00	1.00	1.00	0.00
Storekeeper II	1.00	1.00	1.00	0.00
Supervising Information Technology Analyst I/II	3.00	3.00	3.00	0.00
Supervising Information Technology Technician	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>42.00</b>	<b>42.00</b>	<b>42.00</b>	<b>0.00</b>

# INFORMATION TECHNOLOGIES



## INFORMATION TECHNOLOGIES

### Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	2,495,066	2,919,186	3,172,703	2,659,607	<i>Division of CAO</i>
Benefits	467,746	593,205	756,663	1,011,574	
Services & Supplies	2,259,999	1,950,971	1,871,263	1,634,699	
Other Charges	109,030	112,955	113,365	112,999	
Fixed Assets	267,222	523,765	288,079	22,817	
Intrafund Transfers	(3,302,795)	(3,450,260)	(3,851,898)	(3,546,309)	
<b>Total Appropriations</b>	<b>2,296,268</b>	<b>2,649,822</b>	<b>2,350,175</b>	<b>1,895,387</b>	-
Cable Franchise Fees	-	-	-	55,000	-
Charges for Service	702,041	863,434	1,216,665	1,155,918	-
Misc.	2,947	24,217	13,108	11,697	-
<b>Total Revenue</b>	<b>704,988</b>	<b>887,651</b>	<b>1,229,773</b>	<b>1,222,615</b>	-
<b>NCC</b>	<b>1,591,280</b>	<b>1,762,171</b>	<b>1,120,402</b>	<b>672,772</b>	-
<b>FTE's</b>	<b>47</b>	<b>51</b>	<b>55</b>	<b>44</b>	<b>38</b>

## INFORMATION TECHNOLOGIES

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	<i>Division</i>	<i>Division</i>	3,296,810	3,352,771	3,326,985
Benefits	<i>of</i>	<i>of</i>	1,275,261	1,350,483	1,143,157
Services & Supplies	<i>CAO</i>	<i>CAO</i>	2,875,564	3,221,734	3,304,332
Fixed Assets	-	-	225,806	163,800	168,000
Intrafund Transfers	-	-	(4,042,299)	(4,343,645)	(4,135,837)
<b>Total Appropriations</b>	-	-	<b>3,631,142</b>	<b>3,745,143</b>	<b>3,806,637</b>
Cable Franchise Fees	-	-	55,000	75,000	75,000
Charges for Service	-	-	1,583,430	1,825,056	1,998,950
Misc.	-	-	94,296	776	
<b>Total Revenue</b>	-	-	<b>1,732,726</b>	<b>1,900,832</b>	<b>2,073,950</b>
<b>NCC</b>	-	-	<b>1,898,416</b>	<b>1,844,311</b>	<b>1,732,687</b>
<b>FTE's</b>	<b>38</b>	<b>42</b>	<b>43</b>	<b>46</b>	<b>42</b>

10 Year Variance		
	\$ Change	% Change
Salaries	831,919	33%
Benefits	675,411	144%
Services & Supplies	1,044,333	46%
Other Charges	(109,030)	-100%
Fixed Assets	(99,222)	-37%
Intrafund Transfers	(833,042)	25%
<b>Total Appropriations</b>	<b>1,510,369</b>	<b>66%</b>
Cable Franchise Fees	75,000	N/A
Charges for Service	1,296,909	185%
Misc.	(2,947)	-100%
<b>Total Revenue</b>	<b>1,368,962</b>	<b>194%</b>
<b>NCC</b>	<b>141,407</b>	<b>9%</b>
<b>FTE's</b>	<b>(5)</b>	<b>-11%</b>

### Notes

Print Shop was added in FY 2008-09 (3 FTE's)



# COUNTY PROMOTIONS

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## Mission

To create a self-sustaining, long-term marketing and advertising Promotion Program on behalf of Arts and Culture, Recreation and Heritage and Agri-tourism, Business, Film and Tourism industries, using innovative and comprehensive strategies developed and implemented by partnerships among private, public, and nonprofit entities throughout the County. The Promotion strategy identifies four key principles:

- Sustainable marketing of the County's business and tourism amenities;
- Promotion of the County's culture and environment through the arts and film;
- Community-based partnerships that will leverage County revenues, thereby enhancing greater program outcomes; and
- Strategic vision for long-term promotional programming.

## Program Summary

**Promotions**  
**Positions: 0.0 FTE**

**Total Appropriations: \$840,411**  
**Net County Cost: \$840,411**

Under the supervision of the ACAO, the Economic Development Coordinator manages the County Promotion program. The Economic Development Coordinator oversees the Request for Proposal (RFP) process used to select organizations to provide promotional services that fulfill the mission as outlined above, and negotiates and monitors the resultant contracts.

Funding for the promotions budget is recommended at \$840,411, an increase of \$37,849 from FY 2008-09.

### Promotions Grants

The funding allocated for new awards through the RFP process in FY 2009-10 is recommended at \$600,000. Awards will be made to organizations for activities consistent with the Promotions mission statement.

### Economic Development

The budget includes \$240,411 for Business Retention, Expansion, and Attraction efforts. This amount includes funding for the Sierra Economic Development Corporation (SEDCorp), Wagon Train, econometric studies and customer analytics, along with a county Brand and Marketing campaign and other smaller ongoing initiatives that support sustainable economic development and are required by the General Plan and reaffirmed by Board action #09-0571 on Monday, May 18, 2009. The following list outlines the use of these funds:

## COUNTY PROMOTIONS

**FY 2009-10                      Business Retention, Expansion, Attraction  
and County Promotion Budget**

\$50,000	Economic Development Office
\$50,000	Experience El Dorado
\$40,000	Economic Base and quarterly industry sector analysis
\$32,911	Advanced Demographics/Customer Analytics - Buxton
\$27,000	Sierra Economic Development Corporation
\$20,000	Development Services support for Regulatory Reform services
\$10,000	Wagon Train
\$6,000	Metro Pulse - Business Retention and Expansion Tracking Tool
\$3,000	Federal Technology Center – procurement outreach & assistance
\$1,500	Tools for Business Success
<hr/>	
<b>\$240,411 Total</b>	

### Chief Administrative Office Comments

The County Promotions program was established to fulfill General Plan Policy 10.1.6.4 within the Economic Development Element, which states, *“The majority of transient occupancy tax (TOT) generated revenue shall be directed toward the promotion of tourism, entertainment, business, and leisure travel in El Dorado County.”*

All of the activities of the Economic Development Office serve the purpose stated in the above policy and are therefore appropriately funded through this revenue source. The level of support for the Economic Development Office to be provided through this source is a discretionary decision for the Board. As proposed, the budget assumes support of \$50,000, which represents 30% of the total budget for the Economic Development Office.

### Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 11 COUNTY PROMOTION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
4300 PROFESSIONAL & SPECIALIZED SERVICES	130,797	130,797	0	0	-130,797
4501 SPECIAL PROJECTS	671,765	671,765	0	790,411	118,646
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>802,562</b>	<b>802,562</b>	<b>0</b>	<b>790,411</b>	<b>-12,151</b>
7200 INTRAFUND TRANSFERS: ONLY GENERAL	0	0	0	50,000	50,000
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>50,000</b>
<hr/>					
<b>TYPE: E SUBTOTAL</b>	<b>802,562</b>	<b>802,562</b>	<b>0</b>	<b>840,411</b>	<b>37,849</b>
<hr/>					
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>802,562</b>	<b>802,562</b>	<b>0</b>	<b>840,411</b>	<b>37,849</b>
<hr/>					
<b>DEPARTMENT: 11 SUBTOTAL</b>	<b>802,562</b>	<b>802,562</b>	<b>0</b>	<b>840,411</b>	<b>37,849</b>

## COUNTY PROMOTIONS

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## COUNTY PROMOTIONS

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### Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Services & Supplies	270,662	310,904	346,361	255,326	204,337
Operating Transfers	-	-	-	-	-
Intrafund Transfers	6,000	16,555	17,595	3,930	36,769
<b>Total Appropriations</b>	<b>276,662</b>	<b>327,459</b>	<b>363,956</b>	<b>259,256</b>	<b>241,106</b>
Misc.	-	-	-	-	-
<b>Total Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NCC</b>	<b>276,662</b>	<b>327,459</b>	<b>363,956</b>	<b>259,256</b>	<b>241,106</b>
<b>FTE's</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## COUNTY PROMOTIONS

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Services & Supplies	381,994	627,607	588,475	802,562	790,411
Operating Transfers	56,550	100,000	-	-	-
Intrafund Transfers	60	25,000	-	-	50,000
<b>Total Appropriations</b>	<b>438,604</b>	<b>752,607</b>	<b>588,475</b>	<b>802,562</b>	<b>840,411</b>
Misc.	-	-	848	-	-
<b>Total Revenue</b>	<b>-</b>	<b>-</b>	<b>848</b>	<b>-</b>	<b>-</b>
<b>NCC</b>	<b>438,604</b>	<b>752,607</b>	<b>587,627</b>	<b>802,562</b>	<b>840,411</b>
<b>FTE's</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

10 Year Variance		
	\$ Change	% Change
Services & Supplies	519,749	192%
Intrafund Transfers	44,000	733%
<b>Total Appropriations</b>	<b>563,749</b>	<b>204%</b>
Misc.	-	N/A
<b>Total Revenue</b>	<b>-</b>	<b>N/A</b>
<b>NCC</b>	<b>563,749</b>	<b>204%</b>
<b>FTE's</b>	<b>-</b>	<b>N/A</b>

Notes



## DEPARTMENT 13 - DESIGNATED CONTRIBUTIONS

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### Mission

Designated Contributions (Department 13) was established beginning in FY 2004-05 to budget the resources and funding requirements for funds the County contributes to designated activities. The initial designated activities included Title III Federal Forest Reserve funds and Community Enhancement Funds administered under the direction of the Board of Supervisors.

### Program Summaries

**Title III Federal Forest Reserve Funds**  
**Positions: 0.0 FTE**

**Total Appropriations: \$394,157**  
**Total Revenue: \$394,157**  
**Net County Cost: \$0**

Forest Reserve Funds are disbursed to Counties by Congressional appropriation under the Secure Rural Schools and Community Self-Determination Act of 2000 as reauthorized through Public Law 110-343. Under this authority, on February 10, 2009 the Board of Supervisors designated the FY 2009-10 Title III allocation of \$236,765 to search and rescue.

**Community Enhancement Funds**  
**Positions: 0.0 FTE**

**Total Appropriations: \$309,778**  
**Total Revenue: \$309,778**  
**Net County Cost: \$0**

These funds have been designated by the Board of Supervisors for Community Enhancement projects throughout the County.

### Chief Administrative Office Comments

#### **Title III Federal Forest Reserve Funds**

On October 3, 2008 Congress reauthorized the Secure Rural Schools and Community Self-Determination Act of 2000 as part of Public Law 110-343. Under the old legislation counties had the ability to distribute their total allocation to forest projects under Title II or Title III of the Act. Under the reauthorized legislation, no more than 7% of the county's payment can be spent on Title III projects. As a result, the county's total Title III allocation was only \$263,072 for FY 2008-09. The projected amount for FY 2009-10 is \$236,765, which will decrease each year until the legislation expires in 2012. There is \$157,392 in carryover fund balance obligated to wildfire prevention projects that were awarded funding through the Request for Proposal process in FY 2007-08 or before, but not completed.

#### **Community Enhancement Funds**

In FY 2009-10, \$309,778 remains in the Community Enhancement account. A list of designated projects and remaining balances follows. This list does not include completed projects. Funding for other projects, including the Bayley House Restoration and the Cameron Park Community Center, which has been segregated into separate trusts, is projected to have been fully expended by the close of FY 2008-09.

## DEPARTMENT 13 - DESIGNATED CONTRIBUTIONS

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The policy decision for the Board is whether to continue to set aside these funds for the listed projects or reallocate the funds for other purposes.

It should be noted that the “Sr. Nutrition Program” line item below represents funding that was originally allocated by the District II Supervisor at the time for the publication of the “Senior Times” newsletter, then re-allocated toward security for the Sr. Center; it is now proposed that the funding be allocated to the Sr. Nutrition Program.

Project	Approved Amount	Balance
Kelsey Schoolhouse	\$1,000	\$1,000
EDC Fire (extracation equip/rehab)	\$20,000	\$193
Trail Funding Program	\$405,000	\$6,000
Pollock Pines/Strawberry/Kyburz, Pleasant Valley, Shingle Springs Volunteer Fire Associations	\$20,000	\$20,000
Latrobe Volunteer Fire Districts	\$5,000	\$5,000
Pollock Pines Boys & Girls Club	\$20,000	\$10,000
Senior Nutrition Program	\$36,000	\$36,000
El Dorado Trail	\$200,000	\$103,500
City of Placerville/Transit Restroom-Mosquito Rd	\$100,000	\$25,000
Diamond Springs Park Faith Lane	\$50,000	\$50,000
Placerville FAA Grant Match	\$50,000	\$39,361
Funding Forfeit		\$13,724
		<b>\$309,778</b>

# DEPARTMENT 13 - DESIGNATED CONTRIBUTIONS

## Financial Information by Fund Type

FUND TYPE: 11 SPECIAL REVENUE FUND  
 DEPARTMENT: 13 DESIGNATED CONTRIBUTIONS

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
			BUDGET		BUDGET	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
1070	FED: FOREST RESERVE REVENUE	0	0	0	236,765	236,765
<b>CLASS: 10</b>	<b>REV: FEDERAL INTERGOVERNMENTAL</b>	0	0	0	236,765	236,765
0001	FUND BALANCE	848,901	848,901	0	467,170	-381,731
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	848,901	848,901	0	467,170	-381,731
<b>TYPE: R SUBTOTAL</b>		848,901	848,901	0	703,935	-144,966
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
4300	PROFESSIONAL & SPECIALIZED SERVICES	355,367	355,367	0	0	-355,367
4501	SPECIAL PROJECTS	320,556	320,556	0	327,670	7,114
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	675,923	675,923	0	327,670	-348,253
7000	OPERATING TRANSFERS OUT	172,978	172,978	0	376,265	203,287
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	172,978	172,978	0	376,265	203,287
<b>TYPE: E SUBTOTAL</b>		848,901	848,901	0	703,935	-144,966
<b>FUND TYPE: 11</b>	<b>SUBTOTAL</b>	0	0	0	0	0
<b>DEPARTMENT: 13</b>	<b>SUBTOTAL</b>	0	0	0	0	0



# DEPARTMENT 15 - GENERAL FUND OTHER OPERATIONS

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## Mission

The General Fund Other Operations budget unit accounts for the discretionary revenues for the General Fund that are allocated out to departments to cover net county cost allocations. In addition, this budget appropriates monies for contingency as well as miscellaneous outside programs.

## Program Summaries

### Discretionary Revenues

Positions: 0.0 FTE

**Total Revenue: \$119,639,482**

**Net County Cost: (\$119,639,482)**

All discretionary general fund revenues are deposited into this account. Revenues are primarily comprised of property, sales and other local taxes (\$90,750,813), franchise fees (\$456,968), fines (\$405,947), interest (\$350,000), pass through realignment to Health & Human Services (\$7,641,220), casino funding (\$2,500,000), charges for service assessment, tax collection and recording fees (\$2,356,725), interfund revenue from non-general fund departments for A-87 charges (\$2,712,407), tobacco settlement funds (\$1,640,000) and transfers from Environmental Management of garbage franchise fees (\$220,000), use of fund balance (\$9,760,277) and use of reserve (\$845,125).

### Appropriation for Contingency

Positions: 0.0 FTE

**Total Appropriations: \$7,094,157**

**Net County Cost: \$7,094,157**

The Chief Administrative Officer estimates and recommends amounts to set aside for unforeseen or uncertain expenditures or revenue shortfalls that may arise out of the course and scope of County operations. Normally, the contingency amount represents 3% of adjusted General Fund appropriations. However, with the addition of the \$2.5M in Casino funding, the proposed budget includes an additional \$1.8M in contingency above the \$5.2M needed to meet the 3% minimum.

### Salary and Benefit Adjustments

Positions: 0.0 FTE

**Total Appropriations: \$500,000**

**Total Net County Cost: \$500,000**

The Proposed FY 2009-10 Budget includes \$500,000 for possible salary adjustments as required by County Charter, Section 504 (also known as "Prop A") for certain law and justice positions.

### Countywide Operations

Positions: 0.0 FTE

**Total Appropriations: \$2,274,254**

**Net County Cost: \$2,274,254**

The Proposed FY 2009-10 Budget includes funding for the annual audit (\$80,970), sales tax audit services (\$30,000), the County's share of Local Agency Formation Commission (LAFCO) operations (\$131,738), bond-related expenses (\$8,000), Grand Jury report printing (\$8,500), a transfer to the Bond Authority to cover debt service payments (\$1,503,539), Integrated Natural Resources Management Plan (\$250,000), El Dorado Water & Power Authority (\$266,397), a transfer from Child Support Services for A-87 costs (-\$44,890), annual contribution to TRPA under our compact agreement (\$40,000).

## **DEPARTMENT 15 - GENERAL FUND OTHER OPERATIONS**

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**Services Provided by Outside Agencies**

**Positions: 0.0 FTE**

**Total Appropriations: \$160,435**

**Net County Cost: \$160,435**

The Proposed FY 2009-10 Budget includes funding for the following non-profit agencies: Resource Conservation Districts (\$147,435), American River Authority (\$5,000), Logging Days (\$3,000), and Pow Wow (\$5,000).

**Aid to Fire Districts**

**Positions: 0.0 FTE**

**Total Appropriations: \$335,537**

**Net County Cost: \$335,537**

The Proposed FY 2009-10 Budget includes funding for the County's fire districts. The FY 2009-10 appropriation assumes that the contract will be terminated and trust funds of approximately \$964,000 will be released to the districts. The \$335,537 budgeted here represents the difference between the amount in the trust fund and the full amount provided to districts in FY 2008-09. The combination of these two amounts will leave the districts equal to the FY 2008-09 amount.

**Transfers to Other Funds**

**Positions: 0.0 FTE**

**Total Appropriations: \$16,125,845**

**Net County Cost: \$16,125,845**

The Proposed FY 2009-10 Budget includes transfers to the following funds:

- Road Fund (\$2,071,991): DOT General Plan Implementation (\$156,991), road maintenance (\$1,915,000).
- Airport Fund (\$69,404) for operating subsidies for Georgetown Airport.
- Accumulated Capital Outlay (ACO) Fund (\$1,846,973) - General Fund contribution for Animal Shelter (\$1,736,973) and parks construction projects (\$110,000).
- Health – Maintenance-Of-Effort Match (\$602,481).
- Health – Jail & Juvenile hall medical costs (\$2,223,052).
- Health – Emergency Medical Services Agency costs (\$501,288).
- Health – State Local Program Realignment Match (\$704,192).
- Health – Vehicle License Fee Realignment (\$5,483,480).
- Mental Health – Patch Costs (\$5,000).
- Mental Health – State Local Program Realignment Match (\$16,510).
- Mental Health – Vehicle License Fee Realignment (\$957,599).
- Community Services – Contribution (\$1,392,084).
- Social Services – Vehicle License Fee Realignment (\$251,791).

## DEPARTMENT 15 - GENERAL FUND OTHER OPERATIONS

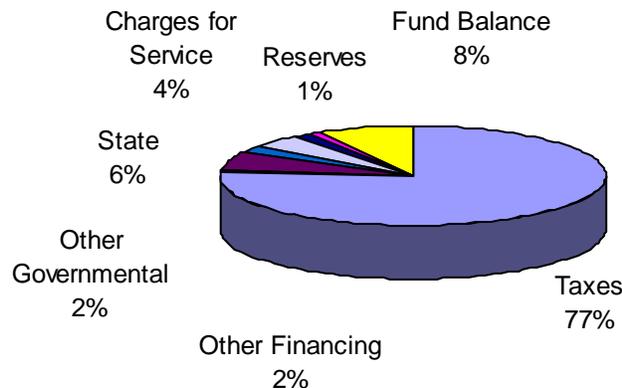
### Financial Charts

The total proposed FY 2009-10 discretionary revenues are \$109,034,080, a decrease of almost 5% compared to the FY 2008-09 Final Budget. This decrease is primarily due to decreased sales tax, property tax, vehicle license fees and interest earnings. FY 2009-10 marks the first year of the casino discretionary revenue totaling \$2,500,000. It should be noted that there is an additional \$500,000 in casino funding in the Sheriff's budget as these funds are earmarked for funding additional deputies. There are also additional funds budgeted within the DOT budget for the construction of the high occupancy vehicle (HOV) lanes on Highway 50.

#### Distribution by Revenue Category

Revenue Source	FY 2008-09 Revenue	% of Total	FY 2009-10 Revenue	% of Total	% Variance
Property Tax	60,325,270	53%	58,477,361	54%	1%
VLF	18,326,143	16%	17,771,143	16%	0%
Other	15,787,093	14%	14,011,773	13%	(1%)
Sales Tax	10,730,241	9%	8,918,166	8%	(1%)
Realignment	7,640,356	7%	6,692,870	6%	(1%)
Casino Funding	0	0%	2,500,000	2%	2%
State	1,572,209	1%	662,767	1%	0%
<b>Total</b>	<b>114,381,312</b>	<b>100%</b>	<b>109,034,080</b>	<b>100%</b>	

### Sources of Funds



Taxes (\$90,750,813):

Property Taxes (\$58,477,361): The Property Tax is the County's largest source of revenue in the General Fund. The property tax is annually imposed on the assessed value of real property (land and permanently attached improvements) and tangible personal property (movable property) as of January 1.

## **DEPARTMENT 15 - GENERAL FUND OTHER OPERATIONS**

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The FY 2009-10 Proposed Budget estimate for Property Tax revenue assumes no growth over FY 2008-09 year end projections. While the property tax roll has grown, the Assessor's office is estimating that any growth will be lost through Prop 8 reductions for which the final impact will not be known until July 31, 2009.

### Effect of Proposition 13

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

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

### Property Tax Distribution

El Dorado County distributes property tax proceeds to a number of local governments, school districts, and special districts within the County. The distribution is based on Assembly Bill 8 (Chapter 282, Statutes of 1979), which provides for the distribution of the proceeds generated by the 1% property tax. AB 8 allocates property tax in proportion to the share of property taxes received by a local entity prior to Proposition 13. In FY 1992-93, the State began imposing property tax shifts on local governments (discussed below). This action, coupled with annexation of territory by and subsequent growth in special districts, has resulted in a decreased proportion of property tax revenues to the County, from 31% of the Countywide tax rate in FY 1991-92 to 23% of the Countywide tax rate today. In other words, the County now receives nearly \$23 for every \$100 collected from County taxpayers.

### Education Revenue Augmentation Fund (ERAF)

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

Upon adoption of the ERAF program the voters were asked to approve Proposition 172 (Local Law Enforcement Sales Tax) as a backfill of property tax dollars shifted. It is important to note that the County only received 50 cents on the dollar and exchanged a discretionary revenue for one that is restricted to law enforcement (Sheriff, District Attorney, Probation and Public Defender) with statutory anti-supplanting language. Since its inception 17 years ago, the County has lost approximately \$100 million in property taxes.

## **DEPARTMENT 15 - GENERAL FUND OTHER OPERATIONS**

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Motor Vehicle License Fees (VLF) (\$17,771,143): The VLF for each vehicle is calculated at a percentage of the vehicle's market value, as adjusted for depreciation. These fees are paid annually to the Department of Motor Vehicles at registration and renewal. The fee is imposed by the State "in lieu" of local property taxes on the vehicle. The FY 2004-05 State budget included the second leg of the "triple flip" by swapping VLF for property tax. For FY 2009-10, the Proposed General Fund budget for discretionary Vehicle License Fees is \$17,771,143, which represents no growth from FY 2008-09 year end projections.

Sales Tax (\$8,918,166): The California State Board of Equalization administers revenues from sales taxes. Sales Taxes are collected at the point of sale, and then forwarded to the Board of Equalization. The County receives sales tax revenue payments based on estimates on a monthly basis with quarterly adjustments for actual receipts. The County receives one cent, or 12.12% of the total 8.25-cent Statewide sales tax levied on each dollar of taxable sales that occur in the unincorporated areas of the County. Sales tax revenue can be used for any general purpose.

For FY 2009-10, the proposed estimate for sales tax receipts is \$8,918,166 which equates to a decrease of \$1,153,688 from FY 2008-09 year end projections. The point-of-sale based sales tax amount equals \$6,294,288, which represents a 14% decrease from the FY 2008-09 year end estimates. This decrease is based on the most recent sales tax data from fourth quarter 2008, indicating that taxable sales have dropped 14% over 4<sup>th</sup> quarter 2007. This projection is solely based on sales tax revenues and does not include the in-lieu property tax associated with the triple-flip. The sales tax in-lieu is estimated at \$2,623,878 and represents no growth from the FY 2008-09 budget.

FY 2004-05 was the first year of the "triple flip" where one exchange included the swapping of equal amounts of sales tax revenues for property tax revenues and similarly VLF backfill revenues for property taxes. It is anticipated that this swap of revenues will continue for another eight to 12 years as it is tied to the repayment of the Economic Recovery Bonds.

Hotel/Motel Occupancy Tax (\$1,680,822): The Hotel/Motel Occupancy Tax is imposed on the daily rental price of a room in a lodging facility when used by visitors staying in the unincorporated portions of El Dorado County for less than 30 days. The tax rate for the County is 10% of gross room receipts and is allocated directly to General Fund functions. The FY 2009-10 Department 15 budget proposal includes \$1,680,822 in hotel/motel occupancy tax revenue which assumes no growth from FY 2008-09 projections.

Other misc. taxes (\$3,903,321): This includes property transfer taxes, tax loss reserve, and timber yield.

Licenses/Permits/Franchise Fees (\$456,968): The County receives franchise fee from a number of garbage and cable companies. The FY 2009-10 General Fund budget is \$456,968. This reflects only those fees collected by cable companies. The garbage franchise fees are reflected in the Environmental Management Department. However, it should be noted that in FY 2009-10, Environmental Management is proposing to return \$220,000 in garbage franchise fees back to the General Fund for discretionary use.

Fines/Forfeitures/Penalties (\$405,947): Revenue recorded in this category represents delinquent property tax payments. Once again, revenue estimated includes no growth from FY 2008-09 year end projections.

## **DEPARTMENT 15 - GENERAL FUND OTHER OPERATIONS**

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Use of Funds (\$350,000): Interest earnings with no growth assumed from FY 2008-09 year end projections.

State (\$7,355,637): The majority of these funds are simply pass-through realignment funds for Public Health, Mental Health and Human Services (\$6.7 million). El Dorado County also receives two sources of State subvention revenues: homeowner property tax relief (\$620,793) and Williamson Act revenues that replace property taxes otherwise received through the development of land (\$41,874).

Federal (\$109,688): The County receives two sources of Federal revenue that are recorded in Department 15: Grazing Fees (\$96), and Payments in Lieu of Taxes (PILT) (\$109,592).

Other Governmental (\$2,675,895): Beginning in FY 2009-10, the county will begin receiving casino funding in the amount of \$2,500,000. Also included in this class is \$175,895 in redevelopment agency pass-through from the City of South Lake Tahoe.

Charges for Service (\$5,069,132): Charges for service includes a fee for the collection of property taxes for the cities of Placerville and South Lake Tahoe and a number of special districts under the account name "Assessment/Tax Collection Fees" (\$2,206,725); the General Fund charges to various non-General Fund operations, such as the Department of Transportation, Public Health, Mental Health and Environmental Management, for Building C Rent and for their share of indirect costs, referred to as A87 (\$2,712,407); and recording fees of \$150,000.

Other Financing (\$1,860,000): Tobacco settlement funds of \$1,640,000 and an operating transfer in of garbage franchise fees from Environmental Management of \$220,000.

Fund Balance (\$9,760,277): The Chief Administrative Office is estimating fund balance of \$9,760,277 primarily comprised of unspent contingency (\$5.5M), carryover funding for the animal shelter facility (\$1.7M), savings associated with the shift in funding for the remodel of the Sheriff building (\$800K), shift in funding from general fund to tobacco settlement for the Animal Shelter facility (\$800K), one-time savings in fleet charges due to use of fund balance (\$500K), and various department savings (\$400K). Fund balance continues to decrease as department budgets become tighter and tighter. There are less savings at year end. For FY 2009-10, fund balance is primarily made up of unspent contingency and unspent animal shelter funding (\$7.2M). These funds are re-appropriated in FY 2009-10. When you take away the \$7.2 from the \$9.7, the resulting \$2.5M is the amount of "one-time" funding that is utilized in the FY 2009-10 budget to fund ongoing operations.

To further complicate this, the FY 2009-10 budget includes an additional \$1.8M in contingency that is above the 3% recommendation. If there were no need to utilize contingency throughout the year, this \$1.8M would carry-over in FY 2010-11 as additional fund balance. This would then become ongoing funding and would reduce the \$2.5M discussed above to \$700K.

However, it should be noted that the FY 2009-10 proposed budget does include a one-time 10 day furlough. These furlough savings total \$2,493,700. The County would need to utilize the additional \$1.8M from FY 2009-10, plus a portion of the \$1.8M in FY 2010-11 to fund the increased salaries and benefits resulting from no furlough in FY 2010-11. Another option would

## DEPARTMENT 15 - GENERAL FUND OTHER OPERATIONS

be to utilize the \$1.8M to deal with a possible Prop 1A shift of property taxes to the State, other State budget impacts, or the cash needs of Mental Health. This decision can be made during the final budget hearings in September once the books have closed and we have a final fund balance figure as well as a better idea of potential State impacts.

Use of Reserves (\$845,125): The Chief Administrative Office recommends a 5% reserve based on adjusted general fund appropriations. This calculation for FY 2009-10 results in a recommended reserve of \$8,762,651. This is \$845,125 less than the current reserve amount due to the reduction in General Fund appropriations. Therefore the FY 2009-10 budget includes a use of reserves of \$845,125.

### Use of Funds

Benefits: (\$500,000): Funds for salary adjustments as required by County Charter, Section 504 (also known as "Prop A") for certain law and justice positions.

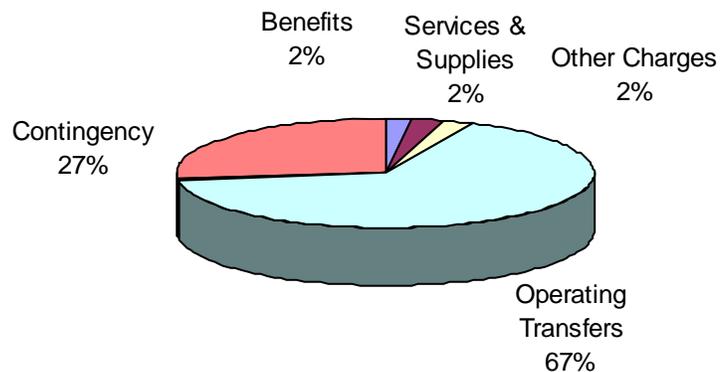
Services & Supplies (\$648,867): Annual audit charges (\$80,970), Sales tax audit services (\$30,000), INRMP (\$250,000), EDWPA (\$266,397)

Other Charges (\$662,710): LAFCO (\$131,738), TRPA (\$40,000), RCD's (\$147,435), Aid to Fire (\$335,537).

Operating Transfers (\$17,629,384): Bond Authority (\$1.5M), Animal Shelter (\$1.7M), Community Services (\$1.4M), DOT (\$2.1M), Health (\$3.3M), Realignment pass-through (\$6.8M), State and Local Program Realignment (SLPR) match (\$700K).

Intrafund Transfers (\$44,890): This is an intrafund abatement for A-87 charges from Child Support services.

Contingency (\$7,094,157): The Chief Administrative Office recommends a contingency amount of 3% of adjusted general fund appropriations. Adjusted general fund appropriations for the proposed budget equal \$175,253,029. Therefore the minimum contingency recommended would be \$5,257,591. However the proposed budget does include the entire \$2.5M of casino revenue for which the Board has not made any decisions to appropriate. A portion of the casino revenue was needed to balance the budget (\$663,434); however the remaining \$1,836,566 is being plugged into contingency to offset any economic uncertainties in FY 2009-10.



## DEPARTMENT 15 - GENERAL FUND OTHER OPERATIONS

### Net County Cost distribution by Department (does not include General Fund contributions)

	2010 NCC	Prior Year NCC	Variance
BOS	1,421,529	1,472,868	(51,339)
CAO	1,958,090	2,086,609	(128,519)
A/C	2,677,751	2,610,846	66,905
Treasurer	1,082,547	1,157,692	(75,145)
Assessor	3,376,535	3,584,204	(207,669)
County Counsel	2,048,110	1,976,307	71,803
Human Resources	750,823	931,322	(180,499)
Information Technologies	1,732,687	2,202,330	(469,643)
Promotion	840,411	802,562	37,849
Recorder Clerk	1,195,242	1,152,704	42,538
<b>Subtotal General Government</b>	<b>17,083,725</b>	<b>17,977,444</b>	<b>(893,719)</b>
Grand Jury	98,747	98,511	236
Courts	944,133	955,133	(11,000)
District Attorney	5,679,636	5,342,934	336,702
Public Defender	2,712,459	2,705,988	6,471
Sheriff	42,441,085	43,898,105	(1,457,020)
Probation	9,948,693	10,050,917	(102,224)
<b>Subtotal Law &amp; Justice</b>	<b>61,824,753</b>	<b>63,051,588</b>	<b>(1,226,835)</b>
Surveyor	1,519,719	1,583,287	(63,568)
Agriculture	460,460	478,132	(17,672)
DOT - County Engineer & GS	5,153,767	654,000	4,499,767
General Services	-	5,200,413	(5,200,413)
Development Services	2,499,876	3,352,993	(853,117)
Environmental Mgt	158,922	-	158,922
UCCE	306,584	339,370	(32,786)
<b>Subtotal Land Use &amp; Development</b>	<b>10,099,328</b>	<b>11,608,195</b>	<b>(1,508,867)</b>
Health - Animal Control	1,258,732	1,323,825	(65,093)
Veterans	346,109	396,682	(50,573)
Human Services	956,952	581,771	375,181
Library	1,592,136	1,636,503	(44,367)
Child Support Services	(12,484)	(18,807)	6,323
<b>Subtotal Health &amp; Human Services</b>	<b>4,141,445</b>	<b>3,919,974</b>	<b>221,471</b>
<b>Total Department</b>	<b>93,149,251</b>	<b>96,557,201</b>	<b>(3,407,950)</b>
Department 15	(82,543,849)	(80,471,610)	(2,072,239)
Fund Balance	(9,760,277)	(16,010,493)	6,250,216
Change in Reserves	(845,125)	(75,098)	(770,027)
Change in Designations	-	-	-
<b>Total County</b>	<b>0</b>	<b>0</b>	<b>0</b>

# DEPARTMENT 15 - GENERAL FUND OTHER OPERATIONS

## Financial Information by Fund Type

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

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	
					DIFFERENCE	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0100	PROP TAX: CURR SECURED	56,289,276	56,289,276	56,289,276	56,289,276	0
0110	PROP TAX: CURR UNSECURED	1,170,835	1,170,835	1,170,835	1,170,835	0
0120	PROP TAX: PRIOR SECURED	-5,975	-5,975	-5,975	-5,975	0
0130	PROP TAX: PRIOR UNSECURED	23,225	23,225	23,225	23,225	0
0140	PROP TAX: SUPP CURRENT	1,281,072	1,281,072	285,000	285,000	-996,072
0150	PROP TAX: SUPP PRIOR	1,133,715	1,133,715	715,000	715,000	-418,715
0160	SALES AND USE TAX	8,564,780	8,564,780	6,294,288	6,294,288	-2,270,492
0162	TAX: IN-LIEU LOCAL SALES AND USE TAX	2,623,878	2,623,878	2,623,878	2,623,878	0
0171	TAX: HOTEL & MOTEL OCCUPANCY	1,680,822	1,680,822	1,680,822	1,680,822	0
0172	TAX: PROPERTY TRANSFER	1,490,310	1,490,310	1,300,000	1,300,000	-190,310
0173	TAX: RACE HORSE	100	100	100	100	0
0174	TAX: TIMBER YIELD	149,321	149,321	149,321	149,321	0
0178	TAX: TAX LOSS RESERVE	2,453,900	2,453,900	2,453,900	2,453,900	0
0179	PROP TAX IN-LIEU VEHICLE LICENSE FEE	18,326,143	18,326,143	17,771,143	17,771,143	-555,000
<b>CLASS: 01</b>	<b>REV: TAXES</b>	95,181,402	95,181,402	90,750,813	90,750,813	-4,430,589
0251	FRANCHISE: GARBAGE	60,000	60,000	0	0	-60,000
0252	FRANCHISE: CABLE	456,968	456,968	456,968	456,968	0
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	516,968	516,968	456,968	456,968	-60,000
0360	PENALTY & COST DELINQUENT TAXES	405,947	405,947	405,947	405,947	0
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp; PENALTIES</b>	405,947	405,947	405,947	405,947	0
0400	REV: INTEREST	1,600,000	1,600,000	350,000	350,000	-1,250,000
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	1,600,000	1,600,000	350,000	350,000	-1,250,000
0543	ST: VEH LIC COLLECTION MENTAL HEALTH	66,131	66,131	66,131	66,131	0
0544	ST: VEH LIC MENTAL HEALTH REALIGNMENT	1,064,842	1,064,842	891,468	891,468	-173,374
0545	ST: VEH LIC HEALTH REALIGNMENT	6,230,619	6,230,619	5,483,480	5,483,480	-747,139
0546	ST: VEH LIC SOCIAL SVCS REALIGNMENT	278,764	278,764	251,791	251,791	-26,973
0820	ST: HOMEOWNER PROP TAX RELIEF	614,746	614,746	620,893	620,893	6,147
0880	ST: OTHER	422,768	422,768	0	0	-422,768
0881	ST: MANDATED REIMBURSEMENTS	350,000	350,000	0	0	-350,000
0882	ST: OPEN SPACE SUBVENTION	41,874	41,874	41,874	41,874	0
0898	ST: OES - OFFICE EMERGENCY SERVICES	500,000	500,000	0	0	-500,000
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	9,569,744	9,569,744	7,355,637	7,355,637	-2,214,107
1080	FED: GRAZING FEE	96	96	96	96	0
1090	FED: IN-LIEU TAXES	109,592	109,592	109,592	109,592	0
<b>CLASS: 10</b>	<b>REV: FEDERAL INTERGOVERNMENTAL</b>	109,688	109,688	109,688	109,688	0
1200	REV: OTHER GOVERNMENTAL AGENCIES	175,895	175,895	175,895	175,895	0
1207	REV: SHINGLE SPRINGS RANCHERIA	0	0	2,500,000	2,500,000	2,500,000
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	175,895	175,895	2,675,895	2,675,895	2,500,000
1300	ASSESSMENT & TAX COLLECTION FEES	2,163,456	2,163,456	2,206,725	2,206,725	43,269
1600	RECORDING FEES	204,638	204,638	150,000	150,000	-54,638

# DEPARTMENT 15 - GENERAL FUND OTHER OPERATIONS

## Financial Information by Fund Type

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

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
			BUDGET		BUDGET	
1800	INTERFND REV: SERVICE BETWEEN FUND	3,269,149	3,269,149	2,712,407	2,712,407	-556,742
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	5,637,243	5,637,243	5,069,132	5,069,132	-568,111
2020	OPERATING TRANSFERS IN	1,611,540	1,611,540	1,860,000	1,860,000	248,460
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	1,611,540	1,611,540	1,860,000	1,860,000	248,460
0001	FUND BALANCE	15,327,378	15,327,378	0	9,760,277	-5,567,101
0002	FROM RESERVES	325,098	325,098	0	845,125	520,027
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	15,652,476	15,652,476	0	10,605,402	-5,047,074
<b>TYPE: R SUBTOTAL</b>		130,460,903	130,460,903	109,034,080	119,639,482	-10,821,421
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
3000	PERMANENT EMPLOYEES / ELECTED	500,001	500,001	500,000	500,000	-1
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	500,001	500,001	500,000	500,000	-1
4220	MEMBERSHIPS	5,000	5,000	5,000	5,000	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	560,970	560,970	360,970	360,970	-200,000
4400	PUBLICATION & LEGAL NOTICES	0	0	8,500	8,500	8,500
4420	RENT & LEASE: EQUIPMENT	8,500	8,500	0	0	-8,500
4501	SPECIAL PROJECTS	315,655	365,655	274,397	274,397	-91,258
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	890,125	940,125	648,867	648,867	-291,258
5240	CONTRIB: NON-CNTY GOVERNMENTAL	1,560,520	1,560,520	654,710	654,710	-905,810
5300	INTERFND: SERVICE BETWEEN FUND TYPES	8,000	8,000	8,000	8,000	0
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	1,568,520	1,568,520	662,710	662,710	-905,810
6023	FIXED ASSET: CONSTRUCTION	0	-50,000	0	0	50,000
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	0	-50,000	0	0	50,000
7000	OPERATING TRANSFERS OUT	21,656,407	21,656,407	17,710,747	17,629,384	-4,027,023
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	21,656,407	21,656,407	17,710,747	17,629,384	-4,027,023
7367	INTRFND ABATEMENTS: CHILD SUPPORT SRV	-97,515	-97,515	-44,890	-44,890	52,625
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-97,515	-97,515	-44,890	-44,890	52,625
7700	APPROPRIATION FOR CONTINGENCIES	5,618,102	5,889,711	5,310,000	7,094,157	1,204,446
<b>CLASS: 77</b>	<b>APPROPRIATION FOR CONTINGENCIES</b>	5,618,102	5,889,711	5,310,000	7,094,157	1,204,446
<b>TYPE: E SUBTOTAL</b>		30,135,640	30,407,249	24,787,434	26,490,228	-3,917,021
<b>FUND TYPE: 10 SUBTOTAL</b>		-100,325,263	-100,053,654	-84,246,646	-93,149,254	6,904,400
<b>DEPARTMENT: 15 SUBTOTAL</b>		-100,325,263	-100,053,654	-84,246,646	-93,149,254	6,904,400

**DEPARTMENT 15 - GENERAL FUND OTHER OPERATIONS**

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## DEPARTMENT 15 - GENERAL FUND OTHER OPERATIONS

### Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Benefits	-	200,000	200,000	-	-
Services & Supplies	253,639	1,313,760	1,283,511	985,952	232,002
Other Charges	1,223,391	1,122,171	950,185	1,569,977	1,333,348
Fixed Assets	921,473	-	-	-	-
Operating Transfers	10,713,713	17,899,034	13,385,703	16,986,026	14,151,382
Intrafund Transfers	31,280	621,809	17,150	-	(363,504)
<b>Total Appropriations</b>	<b>13,143,496</b>	<b>21,156,774</b>	<b>15,836,549</b>	<b>19,541,955</b>	<b>15,353,228</b>
Taxes	39,111,089	41,733,407	45,553,123	47,718,720	65,267,699
Licenses, Permits	530,329	556,883	610,984	574,748	558,595
Fines, Forfeitures	151,720	219,942	280,335	375,527	440,556
Use of Money	2,328,754	1,114,473	393,465	575,558	929,918
State	17,253,579	17,131,894	17,895,811	15,338,289	8,090,663
Federal	491,390	1,029,824	789,094	864,801	109,305
Other Governmental	-	-	-	-	149,487
Charges for Service	1,867,444	2,289,158	1,804,195	2,672,667	2,986,068
Misc.	15,146	69,660	196,808	113,710	26,894
Other Financing	487,860	8,034	52,411	6,052,574	4,353
Change in reserves	-	-	-	-	-
Use of Fund Balance	-	-	-	-	-
<b>Total Revenue</b>	<b>62,237,311</b>	<b>64,153,275</b>	<b>67,576,226</b>	<b>74,286,594</b>	<b>78,563,538</b>
<b>NCC</b>	<b>(49,093,815)</b>	<b>(42,996,501)</b>	<b>(51,739,677)</b>	<b>(54,744,639)</b>	<b>(63,210,310)</b>
<b>Fund Balance</b>	<b>21,479,633</b>	<b>10,832,225</b>	<b>17,908,927</b>	<b>14,777,090</b>	<b>20,045,465</b>
<b>General Reserve</b>	<b>3,635,869</b>	<b>3,635,869</b>	<b>3,635,869</b>	<b>7,149,277</b>	<b>8,072,839</b>

## DEPARTMENT 15 - GENERAL FUND OTHER OPERATIONS

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Benefits	9,108	9,878	12,264	500,001	500,000
Services & Supplies	248,847	324,751	554,488	576,986	648,867
Other Charges	1,571,552	1,435,018	1,601,182	1,576,164	662,710
Operating Transfers	16,714,116	20,270,752	19,060,132	20,709,541	17,629,384
Intrafund Transfers	(346,407)	(273,932)	(331,113)	(97,515)	(44,890)
Contingencies	-	-	-	-	7,094,157
<b>Total Appropriations</b>	<b>18,197,216</b>	<b>21,766,467</b>	<b>20,896,953</b>	<b>23,265,177</b>	<b>26,490,228</b>
Taxes	77,532,216	87,707,800	90,850,777	91,827,094	90,750,813
Licenses, Permits	614,757	378,773	448,008	573,306	456,968
Fines, Forfeitures	554,226	486,571	386,616	475,000	405,947
Use of Money	2,932,574	2,616,765	1,537,828	330,000	350,000
State	13,880,562	10,651,852	8,888,543	8,870,296	7,355,637
Federal	111,694	110,551	271,327	109,688	109,688
Other Governmental	154,278	148,794	175,895	179,732	2,675,895
Charges for Service	3,552,117	3,668,416	5,014,076	5,625,424	5,069,132
Misc.	285,062	53,937	217,406	-	-
Other Financing	247,036	106,732	425,959	-	1,860,000
Change in reserves					845,125
Use of Fund Balance					9,760,277
<b>Total Revenue</b>	<b>99,864,522</b>	<b>105,930,191</b>	<b>108,216,435</b>	<b>107,990,540</b>	<b>119,639,482</b>
<b>NCC</b>	<b>(81,667,306)</b>	<b>(84,163,724)</b>	<b>(87,319,482)</b>	<b>(84,725,363)</b>	<b>(93,149,254)</b>
Fund Balance	26,691,472	26,743,829	15,327,378	9,760,277	7,094,157
General Reserve	9,063,737	9,270,916	9,932,874	9,607,776	8,762,651
Designation for Capital Projects	3,758,462	-	3,774,167	3,416,150	3,416,150

## DEPARTMENT 15 - GENERAL FUND OTHER OPERATIONS

10 Year Variance		
	\$ Change	% Change
Benefits	500,000	N/A
Services & Supplies	395,228	156%
Other Charges	(560,681)	-46%
Fixed Assets	(921,473)	-100%
Operating Transfers	6,915,671	65%
Intrafund Transfers	(76,170)	-244%
Contingency	9,760,277	N/A
<b>Total Appropriations</b>	<b>13,346,732</b>	<b>102%</b>
Taxes	51,639,724	132%
Licenses, Permits	(73,361)	-14%
Fines, Forfeitures	254,227	168%
Use of Money	(1,978,754)	-85%
State	(9,897,942)	-57%
Federal	(381,702)	-78%
Other Governmental	2,675,895	N/A
Charges for Service	3,201,688	171%
Misc.	(15,146)	-100%
Other Financing	1,372,140	281%
Change in reserves	845,125	N/A
Use of Fund Balance	9,760,277	N/A
<b>Total Revenue</b>	<b>57,402,171</b>	<b>92%</b>
<b>NCC</b>	<b>(44,055,439)</b>	<b>-90%</b>

### Notes

# RECORDER-CLERK / REGISTRAR OF VOTERS

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## Mission

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

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

## Program Summaries

**Recorder-Clerk**  
**Positions: 16 FTE**  
**Extra Help: \$0**

**Total Appropriations: \$1,763,393**  
**Total Revenues: 1,721,607**  
**Net County Cost: \$41,786**  
**Furlough Value: \$26,619**

### Recorder

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

### Clerk

The County Clerk is responsible for providing such non-judicial public services as issuing marriage licenses, Fictitious Business Name Statements, U.S.Passport applications by acting as an authorized agent; issues Photocopier, ProcessServer and Unlawful Detainer Assistant licenses and I.D. cards; performs civil wedding ceremonies and administers oath of office; maintain official County records and indices for documents pertaining to the above activities. The Clerk also handles notary bonds, process server bonds, official bonds, and oaths of elected and appointed officials and issues all marriage licenses, performs ceremonies and provides instruction for deputies authorized to perform marriages.

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

## RECORDER-CLERK / REGISTRAR OF VOTERS

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### Elections

**Positions: 7.5 FTE**

**Extra Help: \$75,000**

**Total Appropriations: \$1,284,406**

**Total Revenues: \$130,950**

**Net County Cost: \$1,153,456**

**Furlough Value: \$19,198**

The Elections division provides elections services to all County residents for Federal, State, County, City and Special District elections in accordance with the current California Elections Code and the Help America Vote Act. The office provides ballot layout, Sample Ballot Mailer preparation, Vote by Mail preparation and mailing and when received from voters checks all signatures against original registration, provides all security, does drayage for delivery and pick up from all 106 polling places, does training of over 500 extra help polling place employees, does Voter Outreach and registration sign up for the public.

**FPPC filing and activity** as proscribed by the Secretary of State is provided by the Elections Office. All candidate filings and forms required are also administered.

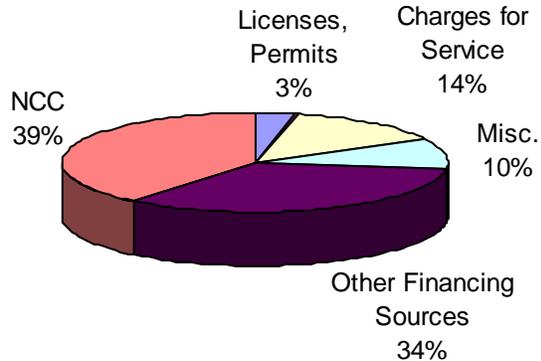
**GIS mapping and updating** are provided by the Election staff. Also, during each census the office works to coordinate with the Census Bureau for collection of all data and input of data to our database. All precinct maps and boundaries are calculated by the office and provided to the public as needed.

# RECORDER-CLERK / REGISTRAR OF VOTERS

## Financial Charts

### Source of Funds

License: Marriage (\$100,716): The Recorder-Clerk's revenue from the issuance of marriage licenses is projected to be equal to FY 2008-09 year-end projections. The fee for confidential marriage license is \$53.00 and the fee for a public marriage license is \$60.00. The projection assumes issuance of approximately 1,700 licenses.



State Intergovernmental (\$7,950): The Elections Division receives reimbursement from the State for sending out voter registration cards.

Charge for Services (\$418,677): The Elections Division receives reimbursement for conducting elections for special districts. Approximately \$105,000 is projected for the November Uniform District Election Law (UDEL) election. The June, 2010 election will include 11 local races. Candidate filing fees equal to 1% of the annual salary for which the candidates are running are charged upon filing. This revenue will depend upon how many candidates file, but is estimated at \$18,000, based on historical trends. Recording fees have declined significantly in the past several years after peaking during the housing boom due to large volumes of documents related to real estate transactions. The revenue is projected to be equal to FY 2008-09 year-end projections (\$295,677), which represents a decline of 83% from its peak in FY 2003-04.

Miscellaneous (\$305,000): There are numerous Clerk functions, including but not limited to: filing fictitious business name statements, examination and posting of environmental documents, registration of process servers, and acceptance and filing of notary bonds. All functions have associated fees. This revenue has been fairly steady for the past several years and is projected to be equal to FY 2008-09 year-end projections.

Operating Transfers (\$1,029,214): Various State laws require or permit the Recorder-Clerk to collect additional fees on certain documents for specified purposes. The Recorder is required to segregate those fees into separate funds. The funds are then transferred into the department to offset expenditures that are appropriate for reimbursement by those funds. The largest of these transfers (\$548,698) is coming from the Micrographics fund to cover salaries, equipment costs, and services associated with the conversion of microfilm documents to digital image. The Division will also transfer \$340,000 from its Modernization fund to cover salaries and services and supplies. The use of this fund is not as narrowly prescribed as the other funds and is being

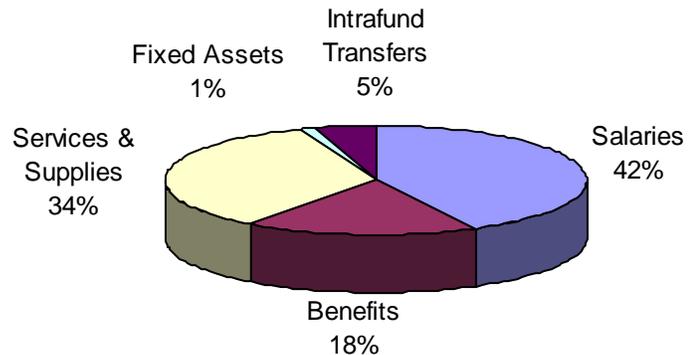
## RECORDER-CLERK / REGISTRAR OF VOTERS

utilized as fully as possible this fiscal year to offset the Net County Cost of the division. The remaining transfers in come from the vital statistics fund and the notary fund.

Net County Cost (\$1,195,242): Approximately 39% of the department (primarily the Elections Division) is funded with discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations.

### Use of Funds

**Salaries & Benefits** (\$1,830,162): Primarily comprised of general salaries and benefits (\$1,264,136), retirement (\$226,905), retiree health (\$18,009), workers' compensation (\$40,950) and health insurance (\$250,979). The Elections Division budget includes \$75,000 for extra help related to the two elections.



**Services & Supplies** (\$1,040,010): Major

components of this include postage (\$172,189) for mailing documents by the Recorder and mailing absentee ballots by the Elections Division. Professional and specialized services are budgeted at \$471,500 and are primarily attributable to the Recorder's project to digitize approximately 3.4 million microfiche images, redact 7.4 million records, and convert old paper records from 1911-1948 to digital image. These services are offset by revenues from the Micrographics fund. The appropriation for Special Departmental Expense of \$183,900 is for the purchase of elections materials, including sample and official ballots, absentee ballots, and other necessary supplies for two elections. The Elections Division budget also includes \$64,835 to compensate the precinct boards for staffing the polling places on election day.

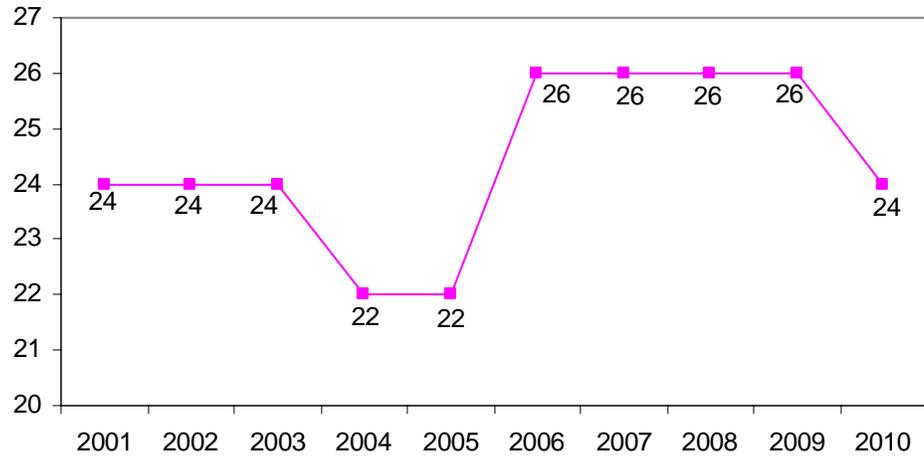
**Fixed Assets** (\$35,500): The Recorder-Clerk may need to replace critical printing equipment if it can't be repaired, and will also need to replace an obsolete high-speed scanner. The funding for both purchases is coming from the Micrographics fund.

**Intrafund Transfers** (\$155,127): Intrafund transfers consist of charges from other departments for services such as mainframe support (\$49,466), telephone (\$14,948), and network support (\$43,936).

## RECORDER-CLERK / REGISTRAR OF VOTERS

### Staffing Trend

Staffing for the Recorder-Clerk/Registrar of Voters over the past ten years has changed very little. The allocation was increased by 2 FTE during the housing boom to accommodate the large volume of documents being recorded associated with real estate transactions. The



The allocation was later reduced as revenues dropped. The proposed staff allocation for FY 2009-10 is 23.5 with 21.5 FTE on the West Slope and two FTE at South Lake Tahoe.

### Chief Administrative Office Comments

The budget for the Elections Division includes funding for one UDEL election in November, 2009 and one Countywide election in June, 2010. If the UDEL election expands and becomes Countywide, the Division may need to request a transfer from contingency to cover additional costs. It is not anticipated that the County will receive reimbursement for the May 19, 2009 special election; however, if the State does allocate funding for that purpose, that revenue will post in Department 15 and will offset the use of contingency in FY 2008-09 to fund the election.

The Recorder-Clerk Division budget includes both the existing fund balance in the Modernization fund as well as all projected FY 2009-10 revenues to the fund to offset the department's operating costs. Because of the depletion of the fund balance, the transfer in from this fund in FY 2009-10 is not representative of revenues from the fund in future years as long as the current trend in flat recording fees continues.

# RECORDER-CLERK / REGISTRAR OF VOTERS

## Financial Information by Fund Type

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

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
0261	90,000	90,000	90,000	100,716	10,716
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>				
	90,000	90,000	90,000	100,716	10,716
0881	8,400	7,500	7,950	7,950	450
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>				
	8,400	7,500	7,950	7,950	450
1125	492,281	492,281	0	0	-492,281
<b>CLASS: 10</b>	<b>REV: FEDERAL INTERGOVERNMENTAL</b>				
	492,281	492,281	0	0	-492,281
1360	295,525	120,000	105,000	105,000	-15,000
1361	0	0	18,000	18,000	18,000
1600	263,274	500,000	250,000	283,677	-216,323
1604	13,375	25,000	10,000	12,000	-13,000
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>				
	572,174	645,000	383,000	418,677	-226,323
1940	307,916	375,000	305,000	296,000	-79,000
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>				
	307,916	375,000	305,000	296,000	-79,000
2020	18,000	18,000	55,000	55,000	37,000
2028	268,600	200,000	250,000	340,000	140,000
2029	520,000	520,000	548,698	548,698	28,698
2030	35,500	35,500	80,516	80,516	45,016
2031	3,000	3,000	5,000	5,000	2,000
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>				
	845,100	776,500	939,214	1,029,214	252,714
<b>TYPE: R SUBTOTAL</b>	2,315,871	2,386,281	1,725,164	1,852,557	-533,724

# RECORDER-CLERK / REGISTRAR OF VOTERS

## Financial Information by Fund Type

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

		CURRENT YR	CAO			
		MID-YEAR	DEPARTMENT	RECOMMENDED	DIFFERENCE	
		PROJECTION	REQUEST	BUDGET		
		APPROVED				
		BUDGET				
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	1,178,550	1,184,929	1,195,814	1,149,997	-34,932
3001	TEMPORARY EMPLOYEES	161,600	85,000	75,000	75,000	-10,000
3002	OVERTIME	12,000	13,500	6,000	6,000	-7,500
3004	OTHER COMPENSATION	10,777	13,530	11,723	11,723	-1,807
3005	TAHOE DIFFERENTIAL	4,800	4,800	4,800	4,800	0
3020	RETIREMENT EMPLOYER SHARE	221,389	221,389	226,905	226,905	5,517
3022	MEDI CARE EMPLOYER SHARE	15,863	15,863	16,254	16,254	391
3040	HEALTH INSURANCE EMPLOYER SHARE	278,105	247,178	250,979	250,979	3,802
3041	UNEMPLOYMENT INSURANCE EMPLOYER	4,383	4,383	8,968	8,968	4,586
3042	LONG TERM DISABILITY EMPLOYER SHARE	4,207	4,207	4,305	4,305	97
3043	DEFERRED COMPENSATION EMPLOYER	7,132	7,132	7,272	7,272	140
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	74,011	74,011	18,009	18,009	-56,002
3060	WORKERS' COMPENSATION EMPLOYER	46,630	46,630	46,630	40,950	-5,680
3080	FLEXIBLE BENEFITS	9,000	9,000	9,000	9,000	0
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	2,028,446	1,931,550	1,881,659	1,830,162	-101,388
4040	TELEPHONE COMPANY VENDOR PAYMENTS	744	744	744	744	0
4041	COUNTY PASS THRU TELEPHONE CHARGES	806	1,300	1,000	1,000	-300
4100	INSURANCE: PREMIUM	7,762	7,762	7,762	13,939	6,177
4140	MAINT: EQUIPMENT	18,651	19,700	22,300	22,300	2,600
4141	MAINT: OFFICE EQUIPMENT	1,000	2,200	2,000	2,000	-200
4143	MAINT: SERVICE CONTRACT	607	825	800	800	-25
4180	MAINT: BUILDING & IMPROVEMENTS	225	725	630	630	-95
4220	MEMBERSHIPS	220	220	220	220	0
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	1,025	1,375	1,425	1,425	50
4260	OFFICE EXPENSE	26,702	31,000	28,000	28,000	-3,000
4261	POSTAGE	114,253	139,325	172,189	172,189	32,864
4262	SOFTWARE	4,107	3,607	5,000	5,000	1,393
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	420	420	423	423	3
4264	BOOKS / MANUALS	0	500	500	500	0
4265	LAW BOOKS	2,823	2,420	3,120	3,120	700
4300	PROFESSIONAL & SPECIALIZED SERVICES	483,650	483,650	471,500	471,500	-12,150
4307	MICROFILM IMAGING SERVICES	2,000	2,000	1,500	1,500	-500
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	100	0	0	0	0
4400	PUBLICATION & LEGAL NOTICES	3,650	3,850	5,000	5,000	1,150
4420	RENT & LEASE: EQUIPMENT	16,441	17,800	16,960	16,960	-840
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	4,415	2,300	2,425	2,425	125
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	150	300	300	300	0
4461	EQUIP: MINOR	2,000	2,000	1,000	1,000	-1,000
4462	EQUIP: COMPUTER	1,150	1,000	2,200	2,200	1,200
4500	SPECIAL DEPT EXPENSE	828,981	625,286	183,900	183,900	-441,386
4503	STAFF DEVELOPMENT	1,550	3,300	1,500	1,500	-1,800

# RECORDER-CLERK / REGISTRAR OF VOTERS

## Financial Information by Fund Type

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

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
4511	ELECTIONS OUTREACH	936	925	800	800	-125
4529	SOFTWARE LICENSE	32,214	32,662	28,048	28,048	-4,614
4531	PRECINCT BOARD COMPENSATION	111,541	64,835	64,835	64,835	0
4600	TRANSPORTATION & TRAVEL	750	2,252	2,202	2,202	-50
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	2,200	2,533	1,950	1,950	-583
4605	RENT & LEASE: VEHICLE	4,700	3,820	2,900	2,900	-920
4606	FUEL PURCHASES	1,200	800	700	700	-100
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	1,676,973	1,461,436	1,033,833	1,040,010	-421,426
5300	INTERFND: SERVICE BETWEEN FUND TYPES	0	900	0	0	-900
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	0	900	0	0	-900
6042	FIXED ASSET: COMPUTER SYSTEM EQUIP	13,500	13,500	35,500	35,500	22,000
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	13,500	13,500	35,500	35,500	22,000
7200	INTRAFUND TRANSFERS: ONLY GENERAL	25,025	25,000	17,000	17,000	-8,000
7210	INTRAFND: COLLECTIONS	45	0	25	25	25
7220	INTRAFND: TELEPHONE EQUIPMENT &	13,544	13,760	14,948	14,948	1,188
7221	INTRAFND: RADIO EQUIPMENT & SUPPORT	0	60	0	0	-60
7223	INTRAFND: MAIL SERVICE	9,802	9,802	9,802	11,246	1,444
7224	INTRAFND: STORES SUPPORT	3,294	3,294	3,357	2,956	-338
7225	INTRAFND: CENTRAL DUPLICATING	6,316	8,150	7,050	7,050	-1,100
7227	INTRAFND: MAINFRAME SUPPORT	43,256	43,256	43,256	49,466	6,210
7229	INTRAFND: PC SUPPORT	11,764	6,000	5,000	5,000	-1,000
7231	INTRAFND: IS PROGRAMMING SUPPORT	1,560	2,500	2,500	2,500	0
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	602	1,300	1,000	1,000	-300
7234	INTRAFND: NETWORK SUPPORT	47,661	47,661	47,661	43,936	-3,725
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	162,869	160,783	151,599	155,127	-5,656
7350	INTRFND ABATEMENTS: GF ONLY	0	0	-13,000	-13,000	-13,000
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	0	0	-13,000	-13,000	-13,000
<b>TYPE: E SUBTOTAL</b>		3,881,788	3,568,169	3,089,591	3,047,799	-520,370
<b>FUND TYPE: 10 SUBTOTAL</b>		1,565,917	1,181,888	1,364,427	1,195,242	13,354
<b>DEPARTMENT: 28 SUBTOTAL</b>		1,565,917	1,181,888	1,364,427	1,195,242	13,354

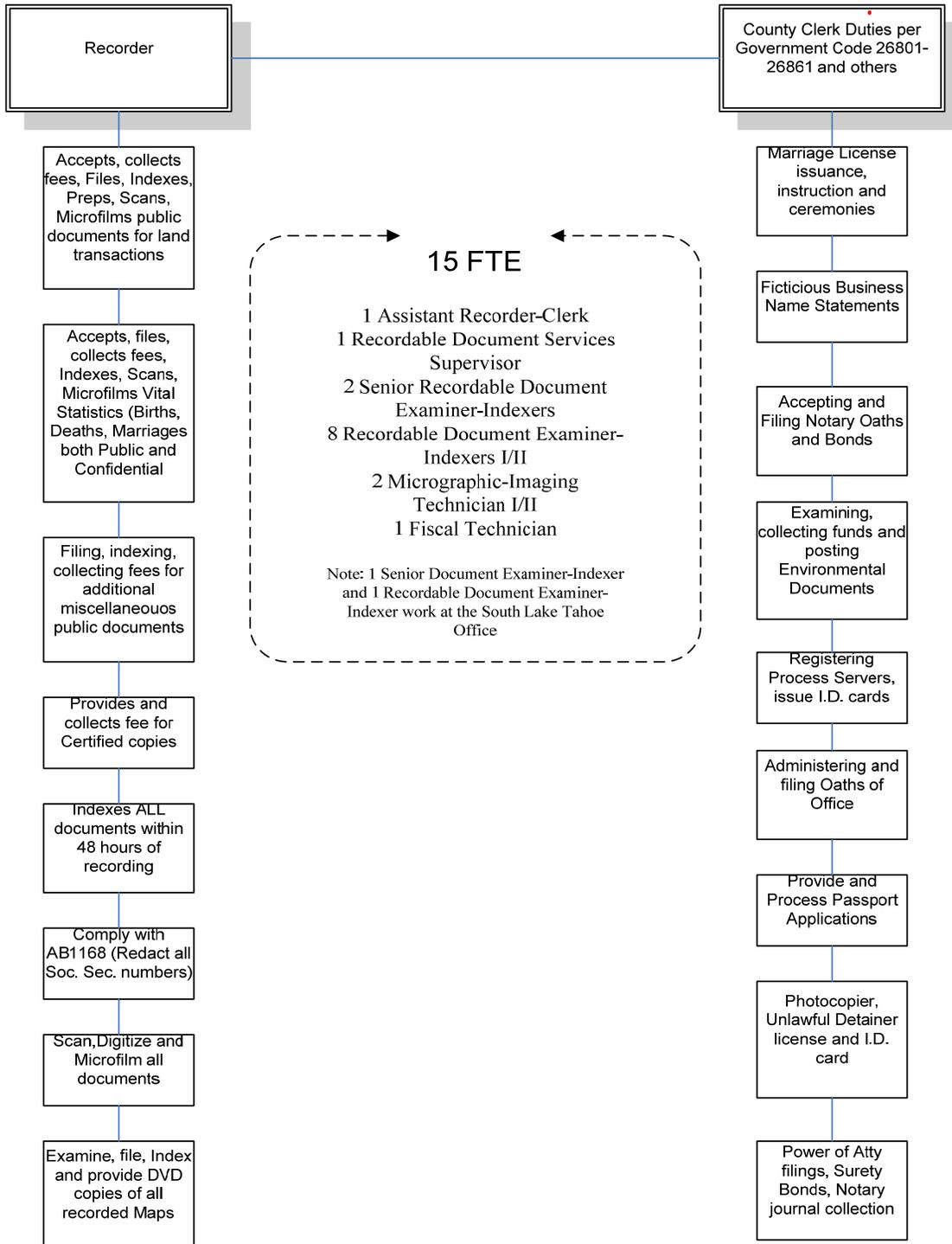
## RECORDER-CLERK / REGISTRAR OF VOTERS

### Personnel Allocation

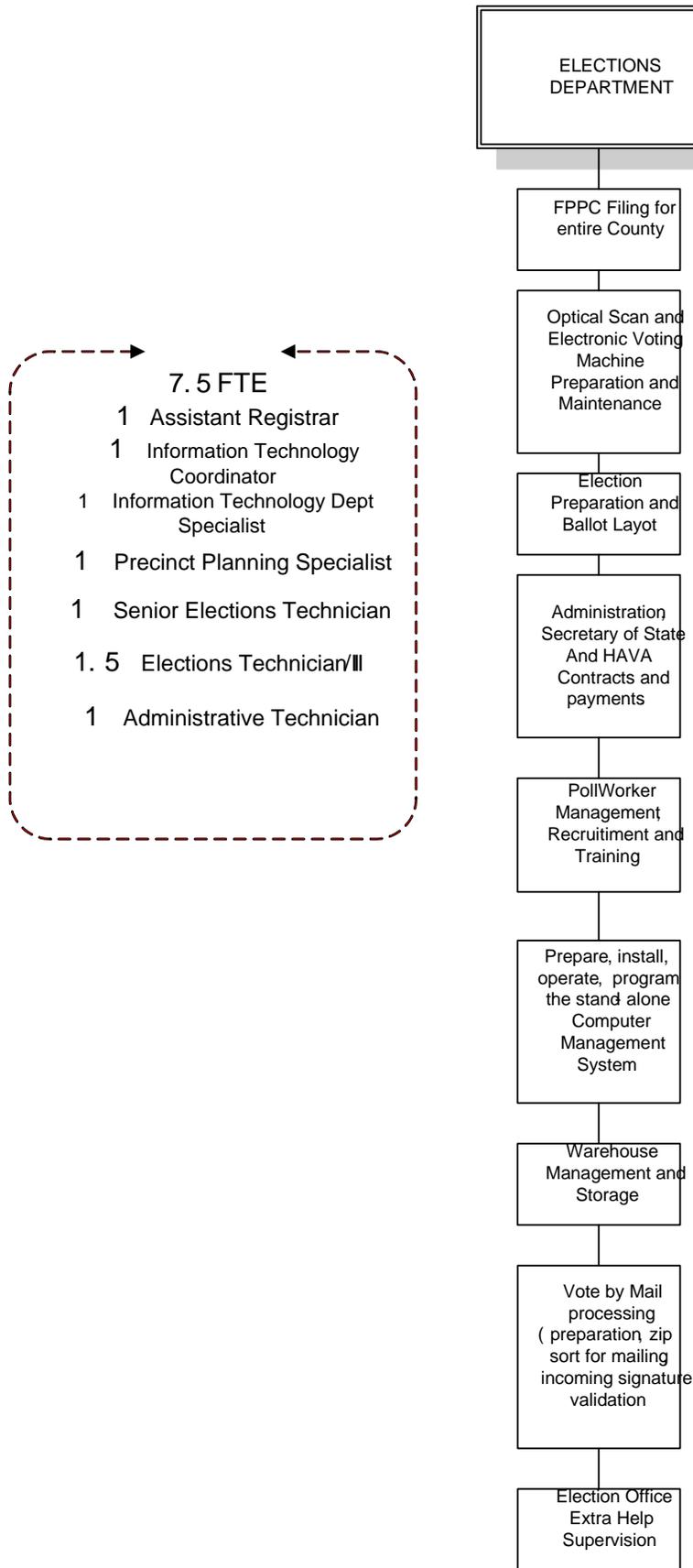
Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Recorder/Clerk Division				
County Recorder/Clerk	1.00	1.00	1.00	0.00
Assistant County Recorder	1.00	1.00	1.00	0.00
Fiscal Technician	1.00	1.00	1.00	0.00
Microfilm/Imaging Technician I/II	2.00	2.00	2.00	0.00
Recordable Document Examiner/Indexer I/II	8.00	8.00	8.00	0.00
Recordable Document Services Supervisor	1.00	1.00	1.00	0.00
Sr. Recordable Document Examiner/Indexer	2.00	2.00	2.00	0.00
Elections Division				
Administrative Technician	1.00	1.00	1.00	0.00
Assistant Registrar of Voters	1.00	1.00	1.00	0.00
Elections Technician I/II	1.50	1.50	1.50	0.00
Information Technology Department Coordinator	1.00	1.00	1.00	0.00
Information Technology Department Specialist	1.00	1.00	1.00	0.00
Precinct Planning Specialist	1.00	1.00	1.00	0.00
Sr. Elections Technician	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>23.50</b>	<b>23.50</b>	<b>23.50</b>	<b>0.00</b>

# RECORDER-CLERK / REGISTRAR OF VOTERS

Recorder-Clerk-Registrar  
of Voters-Commissioner of  
Marriages  
April 2009



# RECORDER-CLERK / REGISTRAR OF VOTERS



## RECORDER-CLERK / REGISTRAR OF VOTERS

### Ten Year History

	<b>00/01</b> Actual	<b>01/02</b> Actual	<b>02/03</b> Actual	<b>03/04</b> Actual	<b>04/05</b> Actual
Salaries	551,755	546,305	576,131	563,326	886,291
Benefits	171,296	188,857	229,898	256,253	481,894
Services & Supplies	104,661	141,409	145,547	169,252	798,722
Other Charges	235	66	1,141	108	916
Fixed Assets	23,263	51,980	58,741	-	9,964
Intrafund Transfers	96,929	122,967	181,386	127,065	168,370
<b>Total Appropriations</b>	<b>948,139</b>	<b>1,051,584</b>	<b>1,192,844</b>	<b>1,116,004</b>	<b>2,346,157</b>
Taxes	1,824,125	1,785,609	2,229,486	2,932,230	3,944,291
Licenses, Permits	101,201	97,937	107,058	133,854	120,577
State	-	-	-	-	27,665
Federal	-	-	-	-	-
Charges for Service	886,103	1,132,830	1,542,495	1,808,490	1,323,830
Misc.	320,847	334,706	383,601	392,395	446,646
Other Financing Sources	-	-	-	-	989,384
<b>Total Revenue</b>	<b>3,132,276</b>	<b>3,351,082</b>	<b>4,262,640</b>	<b>5,266,969</b>	<b>6,852,393</b>
<b>NCC</b>	<b>(2,184,137)</b>	<b>(2,299,498)</b>	<b>(3,069,796)</b>	<b>(4,150,965)</b>	<b>(4,506,236)</b>
<b>FTE's</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>22</b>	<b>22</b>

## RECORDER-CLERK / REGISTRAR OF VOTERS

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	1,067,127	1,281,290	1,379,387	1,260,350	1,288,537
Benefits	547,443	600,479	618,176	691,697	541,625
Services & Supplies	770,036	2,059,396	617,115	1,475,568	1,040,010
Other Charges	816	15,130	39	-	-
Fixed Assets	42,769	953,530	16,039	13,500	35,500
Intrafund Transfers	204,980	156,755	151,264	158,669	142,127
<b>Total Appropriations</b>	<b>2,633,171</b>	<b>5,066,580</b>	<b>2,782,020</b>	<b>3,599,784</b>	<b>3,047,799</b>
Taxes	3,008,303	-	-	-	-
Licenses, Permits	113,386	110,891	99,501	90,000	100,716
State	39,106	7,436	29,314	8,400	7,950
Federal	154,939	2,002,722	12,284	492,281	-
Charges for Service	1,045,042	1,043,004	652,415	572,174	418,677
Misc.	439,074	456,345	381,479	307,916	296,000
Other Financing Sources	952,260	438,260	491,242	947,123	1,029,214
<b>Total Revenue</b>	<b>5,752,110</b>	<b>4,058,658</b>	<b>1,666,235</b>	<b>2,417,894</b>	<b>1,852,557</b>
<b>NCC</b>	<b>(3,118,939)</b>	<b>1,007,922</b>	<b>1,115,785</b>	<b>1,181,890</b>	<b>1,195,242</b>
<b>FTE's</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>24</b>

10 Year Variance		
	\$ Change	% Change
Salaries	736,782	134%
Benefits	370,329	216%
Services & Supplies	935,349	894%
Other Charges	(235)	-100%
Fixed Assets	12,237	53%
Intrafund Transfers	45,198	47%
<b>Total Appropriations</b>	<b>2,099,660</b>	<b>221%</b>
Taxes	(1,824,125)	-100%
Licenses, Permits	(485)	0%
State	7,950	N/A
Federal	(886,103)	-100%
Charges for Service	97,830	30%
Misc.	296,000	N/A
Other Financing Sources	(2,103,062)	-67%
<b>Total Revenue</b>	<b>(1,279,719)</b>	<b>-41%</b>
<b>NCC</b>	<b>3,379,379</b>	<b>155%</b>
<b>FTE's</b>	<b>-</b>	<b>0%</b>

### Notes

In FY 2006-07, Property transfer taxes were moved out of Recorder/Clerk and into Department 15 - Non Departmental. These taxes have steadily declined. FY 2009-10 estimate = \$1,490,310.



# BOND AUTHORITY

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## Mission

The Bond Authority is a separate governmental entity formed under the Marks-Roos Act. The Authority is a joint powers agreement between the El Dorado County Board of Supervisors and the El Dorado County Redevelopment Agency, with the Board sitting as the Board of Directors of the Bond Authority. The Auditor Controller, as Treasurer of the Bond Authority, has responsibility and oversight for this budget.

The Bond Authority has been instrumental in the construction of the government center roadway exchange at Ray Lawyer Drive, the Building "C" facility which houses the Development Services, Environmental Management, DOT and other administrative functions, expansion of Building "A", a new office building in South Lake Tahoe, additional beds in the South Lake Tahoe Jail, a new library branch in Cameron Park, and water storage and treatment facilities.

## Program Summary

**Debt Service Funds**  
**Positions: 0.0 FTE**

**Total Appropriations: \$4,399,003**  
**Total Revenue: \$4,399,003**  
**General Fund Contribution: \$1,744,973**

This Division acts as a Countywide conduit for annual lease payments to the El Dorado County Bond Authority. The lease payments match the annual debt service costs of the Bond Authority, netted out for interest earned on investment of the debt service reserve. This is the last year of payment on the bonds issued to finance the construction of Building "C".

## Chief Administrative Office Comments

The Chief Administrative Officer recommends the Bond Authority budget as presented. Funding for debt service costs includes interest from the Bond Reserve Account on deposit with the fiscal agent, contributions from the Accumulated Capital Outlay (ACO) Fund, and a General Fund contribution budgeted in General Fund Other Operations (Department 15). Amounts from Fund Balance reduce the need for additional General Fund contributions.

Besides the Debt Service payment, Bond Authority expenses include amounts for bond counsel, arbitrage fees due under IRS regulations, and other bond related services performed by the County Treasurer and the Auditor-Controller.

# BOND AUTHORITY

## Financial Information by Fund Type

FUND TYPE: 15 DEBT SERVICE FUND  
 DEPARTMENT: 71 BOND AUTHORITY

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
0400	0	80,000	29,000	29,000	-51,000
<b>CLASS: 04</b>	0	80,000	29,000	29,000	-51,000
1800	0	0	8,000	8,000	8,000
<b>CLASS: 13</b>	0	0	8,000	8,000	8,000
2020	0	2,157,723	2,069,539	2,069,539	-88,184
<b>CLASS: 20</b>	0	2,157,723	2,069,539	2,069,539	-88,184
0002	0	0	2,292,494	2,292,494	2,292,494
<b>CLASS: 22</b>	0	0	2,292,494	2,292,494	2,292,494
<b>TYPE: R SUBTOTAL</b>	0	2,237,723	4,399,033	4,399,033	2,161,310
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
4300	0	25,000	25,000	25,000	0
<b>CLASS: 40</b>	0	25,000	25,000	25,000	0
5040	0	1,890,000	4,180,000	4,180,000	2,290,000
5080	0	242,965	99,275	99,275	-143,690
5181	0	35,000	50,000	50,000	15,000
5300	0	44,758	44,758	44,758	0
<b>CLASS: 50</b>	0	2,212,723	4,374,033	4,374,033	2,161,310
<b>TYPE: E SUBTOTAL</b>	0	2,237,723	4,399,033	4,399,033	2,161,310
<b>DEPARTMENT: 71 SUBTOTAL</b>	0	0	0	0	0

**10 Year History  
Law & Justice Functional Group**

## LAW & JUSTICE 10 YEAR

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	26,669,460	27,201,138	28,734,786	29,036,445	30,246,932
Benefits	6,406,283	7,877,395	9,382,711	14,158,562	17,173,920
Services & Supplies	7,299,933	7,209,648	7,441,922	6,121,699	8,470,588
Other Charges	1,662,664	1,894,832	1,674,456	1,741,944	1,724,432
Court Maintenance of Effort	1,110,372	1,168,027	1,268,129	1,262,226	1,647,875
Fixed Assets	703,126	542,594	499,375	810,355	456,312
Operating Transfers	-	592,770	12,700	-	99,415
Intrafund Transfers	1,312,507	995,317	1,060,810	926,178	946,677
<b>Total Appropriations</b>	<b>45,164,345</b>	<b>47,481,721</b>	<b>50,074,889</b>	<b>54,057,409</b>	<b>60,766,151</b>
Taxes	83,409	83,460	64,507	61,241	72,788
Licenses, Permits	61,866	66,841	66,721	100,647	102,782
Fines, Forfeitures	1,085,088	960,704	531,022	699,846	452,906
Use of Money	78,755	47,072	2,810	4,004	-
State	9,445,964	9,711,524	9,578,905	9,189,354	9,107,006
Federal	5,221,020	2,152,902	1,990,323	2,574,925	1,204,704
Other Governmental	182,686	148,629	215,625	245,715	282,599
Charges for Service	3,573,690	3,881,799	4,512,133	3,677,010	3,913,154
Misc.	122,158	203,243	213,319	206,359	77,401
Other Financing Sources	-	307,644	296,531	342,107	3,604,761
<b>Total Revenue</b>	<b>19,854,636</b>	<b>17,563,818</b>	<b>17,471,896</b>	<b>17,101,208</b>	<b>18,818,101</b>
<b>NCC</b>	<b>25,309,709</b>	<b>29,917,903</b>	<b>32,602,993</b>	<b>36,956,201</b>	<b>41,948,050</b>
<b>FTE's</b>	<b>577</b>	<b>525</b>	<b>550</b>	<b>548</b>	<b>568</b>

## LAW & JUSTICE 10 YEAR

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	34,980,977	40,038,428	43,473,081	43,952,206	45,749,052
Benefits	19,109,815	19,377,670	20,863,285	24,070,517	19,526,622
Services & Supplies	9,462,702	10,576,123	11,312,402	12,671,580	13,496,334
Other Charges	1,752,035	285,911	211,428	351,599	164,195
Court Maintenance of Effort	1,143,655	964,928	1,007,797	1,161,283	1,201,283
Fixed Assets	710,356	829,003	996,820	1,114,687	385,790
Operating Transfers	-	197,492	69,963	104,000	-
Intrafund Transfers	1,109,505	1,228,882	1,318,515	1,230,760	1,136,245
<b>Total Appropriations</b>	<b>68,269,045</b>	<b>73,498,437</b>	<b>79,253,291</b>	<b>84,656,632</b>	<b>81,659,521</b>
Taxes	103,211	114,412	126,945	149,778	161,864
Licenses, Permits	114,859	131,418	118,761	125,164	95,200
Fines, Forfeitures	498,891	450,235	412,000	391,051	385,600
Use of Money	31	56	6,650	-	4,200
State	11,497,934	11,827,067	11,222,410	10,894,346	10,226,798
Federal	986,811	1,411,245	850,384	1,191,163	758,073
Other Governmental	178,284	94,550	414,108	216,963	753,401
Charges for Service	4,149,505	4,398,563	4,716,337	5,085,103	4,738,457
Misc.	89,258	104,731	42,732	167,674	41,350
Other Financing Sources	4,221,903	2,225,343	2,934,714	3,279,393	2,669,825
<b>Total Revenue</b>	<b>21,840,687</b>	<b>20,757,620</b>	<b>20,845,041</b>	<b>21,500,635</b>	<b>19,834,768</b>
<b>NCC</b>	<b>46,428,358</b>	<b>52,740,817</b>	<b>58,408,250</b>	<b>63,155,997</b>	<b>61,824,753</b>
<b>FTE's</b>	<b>582</b>	<b>598</b>	<b>617</b>	<b>629</b>	<b>602</b>

## LAW & JUSTICE 10 YEAR

10 Year Variance		
	\$ Change	% Change
Salaries	19,079,592	72%
Benefits	13,120,339	205%
Services & Supplies	6,196,401	85%
Other Charges	(1,498,469)	-90%
Court Maintenance of Effort	90,911	8%
Fixed Assets	(317,336)	-45%
Operating Transfers	-	N/A
Intrafund Transfers	(176,262)	-13%
<b>Total Appropriations</b>	<b>36,495,176</b>	<b>81%</b>
Taxes	78,455	94%
Licenses, Permits	33,334	54%
Fines, Forfeitures	(699,488)	-64%
Use of Money	(74,555)	-95%
State	780,834	8%
Federal	(4,462,947)	-85%
Other Governmental	570,715	312%
Charges for Service	1,164,767	33%
Misc.	(80,808)	-66%
Other Financing Sources	2,669,825	N/A
<b>Total Revenue</b>	<b>(19,868)</b>	<b>0%</b>
<b>NCC</b>	<b>36,515,044</b>	<b>144%</b>
<b>FTE's *</b>	<b>88</b>	<b>17%</b>

### Notes

\* FTE's adjusted for child support services (63 FTE's) moved out of DA's office in 2001-02.

# GRAND JURY

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## Mission

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

## Program Summary

**Operations Support**  
**Positions: 0.0 FTE**

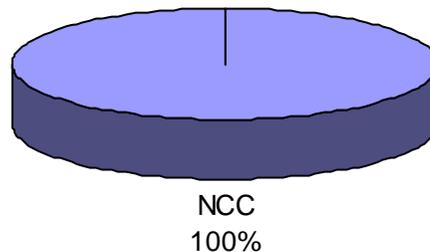
**Total Appropriations: 98,747**  
**Total Revenues: \$0**  
**Net County Cost: \$98,747**

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

## Financial Charts

### Source of Funds

Net County Cost (\$98,747):  
The Grand Jury is entirely funded with discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations.



# GRAND JURY

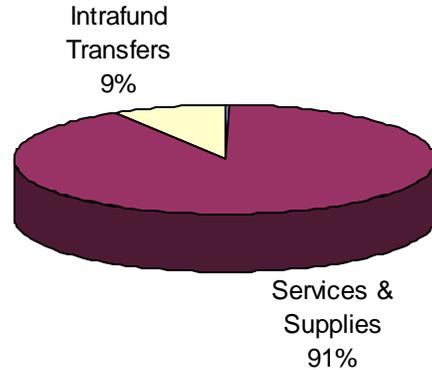
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## Use of Funds

Salaries & Benefits (\$187):  
Employer's share of worker's compensation.

Services & Supplies (\$89,940):  
Primarily comprised of Grand Jury member compensation (\$33,000), reimbursements for mileage (\$31,000), professional & specialized services (\$10,000) and general liability insurance (\$6,435).

Intrafund Transfers (\$8,586):  
Intrafund transfers consist of charges from other departments for services such as telephone support (\$1,192), network support (\$2,410) mail services (\$1,192) and mainframe support (\$1,903).



## Staffing Trend

The Grand Jury does not have any paid staff.

## Chief Administrative Office Comments

The membership and focus areas of the Grand Jury changes from year to year. For a variety of reasons including changing membership and focus areas, the Grand Jury has exceeded appropriations six times in the past ten years. The 2008-09 Grand Jury has done well to manage within existing resources. It is possible that the FY 2009-10 Grand Jury will have additional members from the Tahoe area, which will likely increase mileage reimbursement costs. However, the amount budgeted for mileage should cover the extra costs of additional Tahoe members.

# GRAND JURY

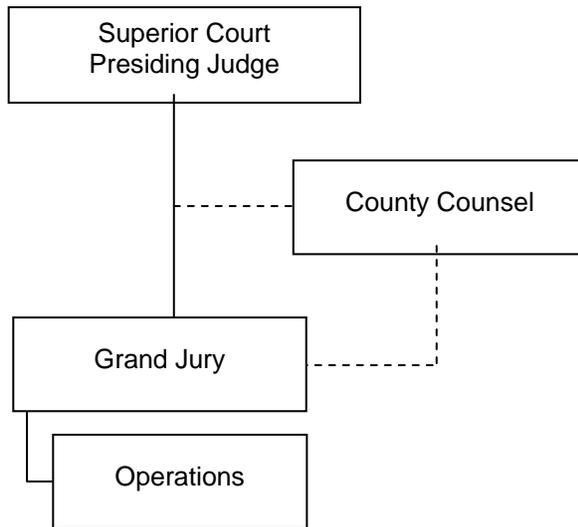
## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 19 GRAND JURY

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3060 WORKERS' COMPENSATION EMPLOYER	187	187	187	187	0
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	187	187	187	187	0
4041 COUNTY PASS THRU TELEPHONE CHARGES	50	50	50	50	0
4080 HOUSEHOLD EXPENSE	125	125	125	125	0
4100 INSURANCE: PREMIUM	6,435	6,435	6,435	6,435	0
4127 GRAND JURY EXPENSE	33,000	33,000	33,000	33,000	0
4180 MAINT: BUILDING & IMPROVEMENTS	2,000	2,000	2,000	2,000	0
4220 MEMBERSHIPS	35	35	35	35	0
4260 OFFICE EXPENSE	1,079	1,079	1,079	1,079	0
4261 POSTAGE	250	250	250	250	0
4266 PRINTING / DUPLICATING SERVICES	300	300	300	300	0
4300 PROFESSIONAL & SPECIALIZED SERVICES	10,000	10,000	10,000	10,000	0
4400 PUBLICATION & LEGAL NOTICES	500	500	500	500	0
4420 RENT & LEASE: EQUIPMENT	3,000	3,000	3,000	3,000	0
4500 SPECIAL DEPT EXPENSE	500	500	500	500	0
4502 EDUCATIONAL MATERIALS	100	100	100	100	0
4503 STAFF DEVELOPMENT	600	600	600	600	0
4600 TRANSPORTATION & TRAVEL	1,000	1,000	1,000	1,000	0
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	31,000	31,000	31,000	31,000	0
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	89,974	89,974	89,974	89,974	0
7200 INTRAFUND TRANSFERS: ONLY GENERAL	0	0	1,450	1,450	1,450
7220 INTRAFND: TELEPHONE EQUIPMENT &	1,450	1,450	0	0	-1,450
7223 INTRAFND: MAIL SERVICE	1,192	1,192	1,192	1,192	0
7224 INTRAFND: STORES SUPPORT	391	391	391	391	0
7225 INTRAFND: CENTRAL DUPLICATING	1,000	1,000	1,000	1,000	0
7227 INTRAFND: MAINFRAME SUPPORT	1,873	1,873	1,903	1,903	30
7229 INTRAFND: PC SUPPORT	120	120	120	120	0
7231 INTRAFND: IS PROGRAMMING SUPPORT	120	120	120	120	0
7234 INTRAFND: NETWORK SUPPORT	2,204	2,204	2,410	2,410	206
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	8,350	8,350	8,586	8,586	236
<b>TYPE: E SUBTOTAL</b>	98,511	98,511	98,747	98,747	236
<b>FUND TYPE: 10 SUBTOTAL</b>	98,511	98,511	98,747	98,747	236
<b>DEPARTMENT: 19 SUBTOTAL</b>	98,511	98,511	98,747	98,747	236

# GRAND JURY

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**GRAND JURY**

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# GRAND JURY

## Ten Year History

	<b>00/01</b>	<b>01/02</b>	<b>02/03</b>	<b>03/04</b>	<b>04/05</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
Salaries	15,028	-			
Benefits	4,569	521		1,621	
Services & Supplies	50,949	104,953	100,628	65,162	54,483
Intrafund Transfers	7,551	14,093	6,796	7,311	8,280
<b>Total Appropriations</b>	<b>78,097</b>	<b>119,567</b>	<b>107,424</b>	<b>74,094</b>	<b>62,763</b>
<b>Total Revenue</b>	-	-	-	-	-
<b>NCC</b>	<b>78,097</b>	<b>119,567</b>	<b>107,424</b>	<b>74,094</b>	<b>62,763</b>
<b>FTE's</b>	<b>0.5</b>	<b>0.5</b>	-	-	-

## GRAND JURY

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	1,145	5,122	27	-	
Benefits	1,374	1,060	294	187	187
Services & Supplies	76,435	109,862	123,586	89,974	89,974
Intrafund Transfers	8,122	8,493	10,406	8,350	8,586
<b>Total Appropriations</b>	<b>87,076</b>	<b>124,537</b>	<b>134,313</b>	<b>98,511</b>	<b>98,747</b>
<b>Total Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NCC</b>	<b>87,076</b>	<b>124,537</b>	<b>134,313</b>	<b>98,511</b>	<b>98,747</b>
<b>FTE's</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

10 Year Variance		
	\$ Change	% Change
Salaries & Benefits	(15,028)	-100%
Services & Supplies	39,025	77%
Intrafund Transfers	1,035	14%
<b>Total Appropriations</b>	<b>20,650</b>	<b>26%</b>
<b>Total Revenue</b>	<b>-</b>	<b>N/A</b>
<b>NCC</b>	<b>20,650</b>	<b>26%</b>
<b>FTE's</b>	<b>(0.5)</b>	<b>-100%</b>

Notes



# SUPERIOR COURT MOE

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## Mission

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

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

Counties also continue to be responsible for the provision of indigent defense services (court appointed counsel for indigents).

## Program Summaries

### **Superior Court Maintenance of Effort**

**Total Appropriations: \$851,283**  
**Total Revenue: \$1,520,150**  
**Net County Cost: \$(668,867)**

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

### **Court Facilities**

**Total Appropriations: \$424,000**  
**Total Revenue: \$0**  
**Net County Cost: \$424,000**

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

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

## SUPERIOR COURT MOE

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### Indigent Defense

**Contract Attorneys: 10**

**Total Appropriations: \$1,189,000**

**Total Revenue: \$0**

**Net County Cost: \$1,189,000**

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

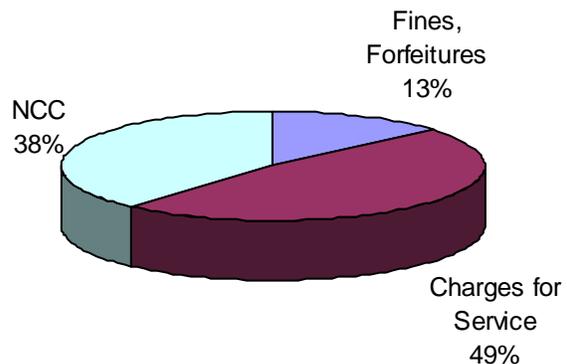
The program consists of 10 attorneys (7 West Slope and 3 South Lake Tahoe) at \$6,612 per month per attorney. In addition, this budget includes funding for court ordered services associated with the defense of indigent clients.

### **Source of Funds**

Fine, Forfeiture & Penalties (\$332,000): Includes vehicle fines (\$7,000), Court fines (\$300,000), and other miscellaneous fines (\$25,000).

Charges for Service (\$1,187,150): Primarily comprised of Court fees associated with traffic school fees (\$850,000), County share of State Penalty fees (\$325,000).

Miscellaneous Revenue (\$1,000)

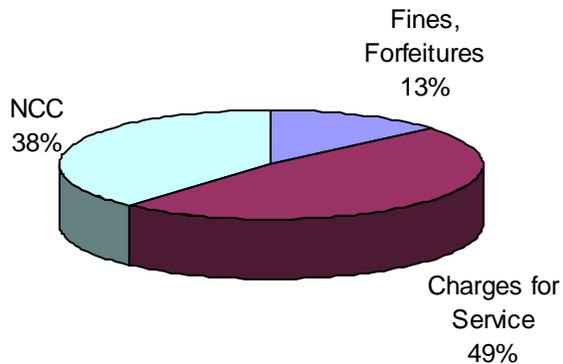


## SUPERIOR COURT MOE

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### Use of Funds

Services & Supplies (\$1,263,000): Primarily comprised of the contractual service program for court appointed attorneys (\$794,000), professional and specialized services for indigent defense services (\$275,000), criminal investigation for indigent defense cases (\$50,000) and psychiatric medical for indigent defense cases (\$50,000).



### Staffing Trend

There is no staffing within this Department. There are contractual agreements with 10 attorneys for indigent defense services.

### Chief Administrative Office Comments

The Proposed Budget for the Court Maintenance of Effort department reflects changes made during FY2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

The Court facilities budget with Department 20 has been adjusted to reflect the full year funding for the County Facility Payment (CFP) as required by AB1491.

The appropriation for the conflict panel remains the same as FY2008-09 at this time. Agreements with the conflict attorney's have been in place since July 1, 2008; however, due to continuing economic decline, the level of compensation is under review to determine an equitable proportionate reduction in line with the reductions made in the Public Defender's office and the County general fund.

Similar to the Public Defender's Office, murder trials continue to significantly impact the indigent defense budget. Two of the current murder trials also involve the death penalty. All murder cases require more staff time and resources, however, death penalty cases are significantly more resource intensive and expensive, often requiring significant expenditures for investigation and expert witnesses. One of the two death penalty cases is currently scheduled for trial in September 2009. It is uncertain at this time how long that trial will last once it starts.

The second death penalty case is a "cold case" involving triple homicide. A "cold case" is a case that has never been solved from years past. In many situations these cases may have been investigated, yet lack resolution. Reasons for lack of resolution can include situations

## SUPERIOR COURT MOE

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where there may have been insufficient evidence to make an arrest or perhaps it was a case in which no perpetrator has been identified. These cases can go back many years which makes investigation extremely difficult due to the span of years, potential witnesses may no longer be alive to interview, or any number of other reasons. Preparation for trial in this cold case triple homicide is expected to generate significant expense in the upcoming year for investigation, expert witnesses, and many other specialized services that will be required due to the nature of the case and the fact that three homicides are involved.

The conflict panel budget currently includes \$20,000 for appointed counsel, and \$100,000 for criminal investigation and psychiatric medical for use in the defense of both of these cases, however, it is not yet known if that will be sufficient funding to cover court ordered costs. It should be noted that these expenses are difficult to predict and in previous years have required the Chief Administrative Office to return to the Board requesting contingency transfers.

Another area under review involving the conflict panel is revenue generation associated with determining a clients "ability to pay" for court appointed counsel. This subject is being reviewed as part of the Public Defender's budget as well as the conflict panel. Discussions have taken place with the Judges, and both parties concur that a process needs to be established for 1) determining ability to pay; and 2) collection once the Courts order the amount. Staff from County Counsel, the Chief Administrative Office and Revenue Recovery (division of Child Support Services) are working with the Courts to ensure that fees for services will be ordered by the Judges whenever it is determined that a client has the ability to pay. In addition, an administration fee is recommended to cover the cost of staff time in Revenue Recovery associated with determining ability to pay and time associated with collections. It should also be noted that State legislation now requires that charges ordered by the Judge are collected by the Courts and there is an order of collection which the County has no control over. Under this order of collection, when money is received by the Courts it is applied first to areas such as restitution and applied to County fees last. Clients can no longer pay their fees directly to the County. Because County fees are the last to be collected, it can take months or longer before the County will benefit from the revenue.

# SUPERIOR COURT MOE

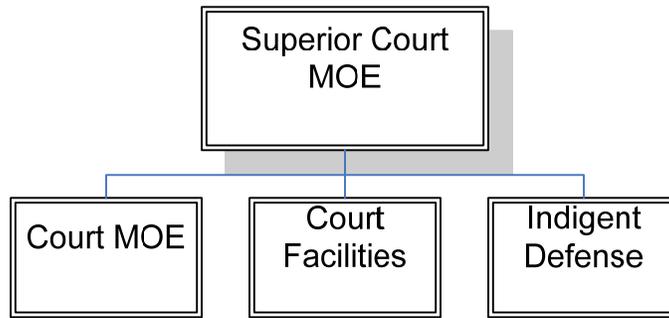
## Financial Information by Fund Type

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

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
0300	7,000	7,000	7,000	7,000	0
0301	300,000	300,000	300,000	300,000	0
0320	25,000	25,000	25,000	25,000	0
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp; PENALTIES</b>	332,000	332,000	332,000	0
1500	7,000	7,000	7,000	7,000	0
1510	710,000	710,000	710,000	710,000	0
1511	140,000	140,000	140,000	140,000	0
1512	5,000	5,000	5,000	5,000	0
1513	325,000	325,000	325,000	325,000	0
1517	136	0	0	0	0
1742	100	150	150	150	0
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	1,187,236	1,187,150	1,187,150	0
1942	1,000	1,000	1,000	1,000	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	1,000	1,000	1,000	0
<b>TYPE: R SUBTOTAL</b>	1,520,236	1,520,150	1,520,150	1,520,150	0
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
4085	5,000	5,000	5,000	4,000	-1,000
4300	275,000	275,000	275,000	275,000	0
4310	794,000	794,000	794,000	794,000	0
4316	20,000	20,000	20,000	20,000	0
4317	50,000	50,000	50,000	50,000	0
4323	50,000	50,000	50,000	50,000	0
4620	75,000	120,000	120,000	70,000	-50,000
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	1,269,000	1,314,000	1,314,000	-51,000
5240	171,334	310,000	310,000	350,000	40,000
5242	851,283	851,283	851,283	851,283	0
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	1,022,617	1,161,283	1,201,283	40,000
<b>TYPE: E SUBTOTAL</b>	2,291,617	2,475,283	2,475,283	2,464,283	-11,000
<b>FUND TYPE: 10 SUBTOTAL</b>	771,381	955,133	955,133	944,133	-11,000
<b>DEPARTMENT: 20 SUBTOTAL</b>	771,381	955,133	955,133	944,133	-11,000

## SUPERIOR COURT MOE

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## SUPERIOR COURT MOE

### Ten Year History

	<b>00/01</b>	<b>01/02</b>	<b>02/03</b>	<b>03/04</b>	<b>04/05</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
Services & Supplies	48,500	641,946	759,336	1,013,823	1,132,336
Maintenance of Effort	1,110,372	1,168,027	1,268,129	1,262,226	1,647,875
Intrafund Transfers	-	-	-	-	-
<b>Total Appropriations</b>	<b>1,158,872</b>	<b>1,809,973</b>	<b>2,027,465</b>	<b>2,276,049</b>	<b>2,780,211</b>
Fines, Forfeitures	999,438	810,363	383,276	477,231	354,175
Charges for Service	1,344,932	1,170,510	1,861,673	1,130,358	1,274,465
Misc.	23,138	14,631	1,849		257
<b>Total Revenue</b>	<b>2,367,508</b>	<b>1,995,504</b>	<b>2,246,798</b>	<b>1,607,589</b>	<b>1,628,897</b>
<b>NCC</b>	<b>(1,208,636)</b>	<b>(185,531)</b>	<b>(219,333)</b>	<b>668,460</b>	<b>1,151,314</b>
<b>FTE's</b>	-	-	-	-	-

## SUPERIOR COURT MOE

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Services & Supplies	1,300,638	1,471,551	1,513,846	1,314,000	1,263,000
Maintenance of Effort	1,143,655	964,928	1,007,797	1,161,283	1,201,283
Intrafund Transfers	110	25	-		
<b>Total Appropriations</b>	<b>2,444,403</b>	<b>2,436,504</b>	<b>2,521,643</b>	<b>2,475,283</b>	<b>2,464,283</b>
Fines, Forfeitures	356,150	309,141	329,698	332,000	332,000
Charges for Service	1,077,912	1,135,528	1,213,236	1,187,150	1,187,150
Misc.	2,305	1,540	3,139	1,000	1,000
<b>Total Revenue</b>	<b>1,436,367</b>	<b>1,446,209</b>	<b>1,546,073</b>	<b>1,520,150</b>	<b>1,520,150</b>
<b>NCC</b>	<b>1,008,036</b>	<b>990,295</b>	<b>975,570</b>	<b>955,133</b>	<b>944,133</b>
<b>FTE's</b>	-	-	-	-	-

10 Year Variance		
	\$ Change	% Change
Services & Supplies	1,214,500	2504%
Maintenance of Effort	90,911	8%
<b>Total Appropriations</b>	<b>1,305,411</b>	<b>113%</b>
Fines, Forfeitures	(667,438)	-67%
Charges for Service	(157,782)	-12%
Misc.	(22,138)	-96%
<b>Total Revenue</b>	<b>(847,358)</b>	<b>-36%</b>
<b>NCC</b>	<b>2,152,769</b>	<b>178%</b>
<b>FTE's</b>	-	N/A

### Notes

Services & supplies have grown over the years primarily due to growth in the indigent defense budget and Court occupied space in County facilities.



# DISTRICT ATTORNEY

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## Mission

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

## Program Summaries

### **Core Prosecution, Child Abuse, MDIC (Multi Disciplinary Interview Center) and SB 90**

**Positions: 51.82 FTE**  
**Extra Help: \$65,796**  
**Overtime: \$30,000**

**Total Appropriations: \$6,895,423**  
**Total Revenues: \$1,224,515**  
**Net County Cost: \$5,670,908**  
**Department Furlough Value: \$182,780**

Child Abuse- The Child Abuse Prevention Coordinator coordinates and conducts interviews of children involved in child abuse cases. This employee is also a vital part of the Multidisciplinary Interview Center.

**Revenue:** No direct revenue source

Core Prosecution - The main functions of this unit are to prosecute adult and juvenile offenders for criminal offenses, evaluate law enforcement reports and documents, assist in search warrant preparation, prepare and file legal briefs and memoranda relating to prosecution activities and appeals, conduct original and supplemental investigation of cases, prepare for trials, conduct trials, post trial and sentencing hearings and appeals. The workload coming from Human Services for the Welfare Fraud function is equivalent to 4.0 FTE Welfare Fraud Investigator's.

**Revenue:** Funding to support the core functions of the District Attorney's Office come mainly from Proposition 172 - Public Safety Sales Tax which is estimated at \$731,784 for FY 2009-10, a reduction of \$228, 323 from prior year due to economic decline. Other supplemental funding comes from Vehicle Theft Allocation estimated at \$188,040, Welfare Fraud at \$250,000 coming from Human Services, and Discovery (Miscellaneous) billing. Also requested, but not included in the District Attorney's budget, is an offset from Casino revenue.

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

**Revenue:** Funding for MDIC comes from the user agencies and the District Attorney's office based on a percentage of the operating cost as set forth in an MOU.

SB 90- As required by law, the District Attorney's office is mandated by the State of California to appear on behalf of the District Attorney's office for cases where defendants were convicted of a crime and classified as one of the following: Sexually Violent Predator, Mentally Disordered

## **DISTRICT ATTORNEY**

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Offender, Not Guilty By Reason of Insanity. The Deputy District Attorney appears at recommitment hearings to insure that the offender is not released back into the community.

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

**Revenue:** Funding for SB 90 claims comes from the State of California. Typically, reimbursement is received one year in arrears.

**Automobile Insurance Fraud**

**Positions: .59 FTE**

**Extra Help: \$ 0**

**Overtime: \$ 0**

**Total Appropriations: \$100,900**

**Total Revenues: \$108,556**

**Net County Cost: (\$7,656)**

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

**Revenue:** This program is funded on an annual basis through a grant application to the State Department of Insurance.

**Workers Compensation Insurance Fraud**

**Positions: 1.35 FTE**

**Extra Help: \$ 0**

**Overtime: \$ 0**

**Total Appropriations: \$213,113**

**Total Revenues: \$237,500**

**Net County Cost: (\$24,387)**

The El Dorado County Workers Compensation Unit provides the investigation and prosecution of Workers Compensation Insurance Fraud in El Dorado County. This includes claimant, premium, uninsured employer and medical provider fraud. Claimant fraud includes employees making false or exaggerated claims. Premium fraud occurs when employers misstate the type of work and or work experience of their employees in order to pay a lower premium. Uninsured employers are those who don't protect their employees by failing to obtain required workers compensation coverage. Medical provider fraud can occur when medical professional's bill for services not rendered, misrepresent the service provided, bill for unnecessary services, etc.

**Revenue:** The program is funded by the State Department of Insurance on an annual basis.

## **DISTRICT ATTORNEY**

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**Proposition 64**

**Positions: 1.05 FTE**

**Extra Help: \$ 0**

**Overtime: \$ 0**

**Total Appropriations: \$122,218**

**Total Revenues: \$122,213**

**Net County Cost: \$ 5**

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

**Revenue:** This program is funded through the use of funds collected from defendant judgments.

**Elder Vertical Prosecution**

**Positions: .85 FTE**

**Extra Help: \$ 0**

**Overtime: \$ 0**

**Total Appropriations: \$128,451**

**Total Revenues: \$127,473**

**Net County Cost: \$978**

Unit provides the investigation and prosecution of Elder Abuse Cases within a vertical prosecution platform. The two individuals working this program are part of the Elder Protection Unit formed in 2006.

**Revenue:** This program is funded by CalEMA (formerly Office of Emergency Services) The grant is applied for and granted on an annual basis. The District Attorney's office has had this grant since 2004. The unit has a single goal -- pursue vigorous prosecution of offenders who abuse seniors physically, emotionally or financially.

**Real Estate Fraud**

**Positions: .79 FTE**

**Extra Help: \$ 0**

**Overtime: \$ 0**

**Total Appropriations: \$120,665**

**Total Revenues: \$85,000**

**Net County Cost: \$35,665**

Unit provides the investigation and prosecution of Real Estate Fraud. Due to the current economic climate this program is experiencing a tremendous case load requiring many resources. Funding for this program is achieved through the use of a special revenue account

## **DISTRICT ATTORNEY**

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where fees collected from (8) recorded real estate instruments according to Government Code Section 27388 are deposited.

**Revenue:** The funding for Real Estate Fraud is ongoing. As the real estate instruments specified under GC 27388 are recorded, a \$3.00 fee is assessed with 90% of the fee being deposited into a Special Revenue Account for use by the District Attorney's office for the investigation and prosecution of Real Estate Fraud.

### **Environmental Crimes**

**Positions: .35 FTE**

**Extra Help: \$ 0**

**Overtime: \$ 0**

**Total Appropriations: \$48,721**

**Total Revenues: \$50,000**

**Net County Cost: (\$1,279)**

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

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

### **Victim Witness Claims**

**Positions: 2.44 FTE**

**Extra Help: \$ 0**

**Overtime: \$ 0**

**Total Appropriations: \$161,700**

**Total Revenues: \$169,486**

**Net County Cost: (\$7,786)**

The Claims Specialist provide application intake, data entry, determine eligibility, and verify losses, including; medical, dental, wage loss, support loss, mental health counseling, funeral burial and relocation expenses. The benefit of having the claims processed in our county is that bills can be paid in a timely manner. The average processing time of claims done directly by the VCP Board is 3-6 months which causes ongoing stress to victims as providers will cut off services until payment is received.

## **DISTRICT ATTORNEY**

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**Revenue:** Funding is received through CalEma (formerly Office of Emergency Services). This grant is applied for and granted on an annual basis. The District Attorney's office has had this grant since 1987.

**Elder Advocacy**

**Positions: 1.51 FTE**

**Extra Help: \$ 0**

**Overtime: \$ 0**

**Total Appropriations: \$103,342**

**Total Revenues: \$90,000**

**Net County Cost: \$13,342**

Unit provides direct services to elder abuse victims and dependant adults under this grant. Additionally, advocates will spend time in the field providing outreach and educational services to community organizations and potential victims. The main goal of the advocates is to reduce the trauma of elder abuse victims, minimize their feeling of isolation, assure them that help is available, and connect them with the appropriate resources to encourage the reporting of elder abuse cases.

This program area is also part of the multi department Elder Protection Unit which is comprised of the District Attorney, Human Services and County Counsel. The Elder Protection Unit was formed in March 2006.

**Revenue:** Funding is received through CalEma (formerly Office of Emergency Services). This grant is applied for and granted on an annual basis. Funding is received at 80% of program costs with a required 20% match by the county. The District Attorney's office has had this grant since 1980.

**Victim Witness Assistance**

**Positions: 2.45 FTE**

**Extra Help: \$ 0**

**Overtime: \$ 0**

**Total Appropriations: \$175,712**

**Total Revenues: \$175,865**

**Net County Cost: (\$153)**

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

**Revenue:** Funding is received through CalEma (formerly Office of Emergency Services). This grant is applied for and granted on an annual basis. The District Attorney's office has had this grant since 1980.

# DISTRICT ATTORNEY

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## Financial Charts

### Source of Funds

**State** Intergovernmental (\$1,156,231): Includes revenue from Proposition 172 – Public Safety Sales Tax (\$731,784), Vehicle Theft Allocation (\$188,040), State Office of Emergency Service (\$216,407) and Other (\$20,000).

**Federal** Intergovernmental (\$176,931): Includes revenue from Federal Office of Emergency Services.

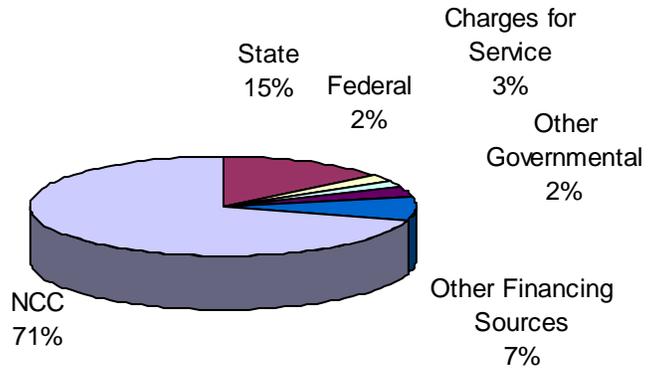
**Other Governmental Agencies** (\$170,571): Includes revenue for Victim Witness Programs.

**Charges for Service** (\$270,600): Includes revenue from Human Services for Welfare Fraud activity (\$250,000), Blood Draw revenue (\$20,000), and Misc Court Fee revenue (\$600).

**Miscellaneous** (\$8,000): Includes revenue from billable case discovery activity.

**Operating Transfers** (\$603,274): Includes revenue from special revenue funds to support the following programs – Auto Fraud (\$108,556), Workers Compensation (\$237,500), Proposition 64 (\$122,219), Real Estate Fraud (\$85,000), and Environmental (\$50,000).

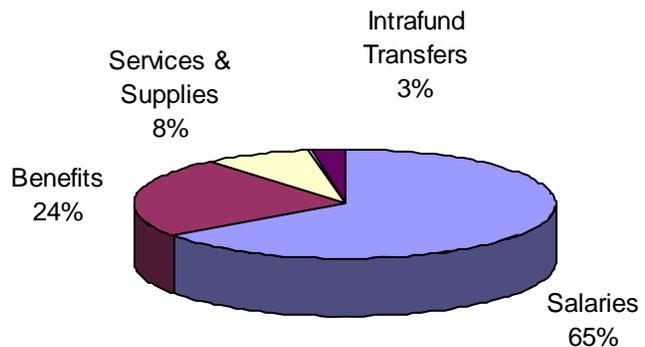
**Net County Cost** (\$5,579,637): The Department is primarily funded with discretionary General Fund tax revenue. These revenues are collected in Department 15 – General Fund Other Operations.



### Use of Funds

**Salaries & Benefits** (\$7,163,935): Primarily comprised of salaries (\$4,725,798), retirement (\$1,174,951) and health insurance (\$577,656).

**Services & Supplies** (\$683,761): Primarily comprised of insurance premium (\$130,943), medical & sobriety (\$53,866),



## DISTRICT ATTORNEY

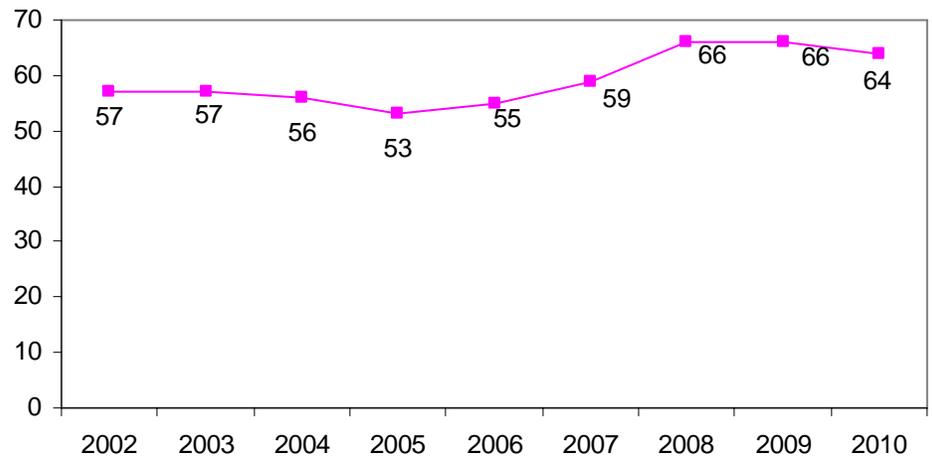
professional services (\$50,000), vehicle rents (\$47,227), building rent & utilities (\$69,645), office expense (\$36,757), law books (\$33,828), fuel & transportation/travel (\$51,877), and jury & witness fees (\$29,100).

Fixed Assets (\$10,500): Includes replacement computer equipment.

Intra-fund Transfers (\$215,956): Includes charges from other departments for services such as network support (\$121,718), mainframe support (\$27,709), and telephone (\$33,151).

### Staffing Trend

Staffing for the District Attorney over the past ten years has gone from 120.0 in FY2000-01 to 66.0 in FY2008-09 based on the approved budget. After the transfer of Family Support out of the District Attorney's office in FY2001-02 the staffing dropped to 57.0. The proposed staff allocation for FY2009-10 is 63.2 which is an increase of 6.0 from FY2001-02 and a decrease of 3.0 from FY2008-09.



The District Attorney office consists of 47.20 FTE in the Placerville office noting that two Deputy District Attorney's have been deployed in active military service for a significant amount of time, and 15.0 FTE in the South Lake Tahoe Office.

### Chief Administrative Office Comments

The Proposed Budget for the District Attorney's department reflects staffing changes made during FY2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

The District Attorney budget has been significantly impacted by revenue reductions for a net department reduction of \$252,736. Significant areas of reduction in revenue coming from the State include Proposition 172 revenue (1/2 cent Public Safety Sales Tax) which is reduced by \$228,323, State Office of Emergency Services \$87,962, Spousal Abuser Program \$35,727.

While the Department has incurred significant reductions in revenue, it should be noted that the District Attorney has actively pursued additional revenue generation when opportunities exist. The District Attorney budget shows revenue growth coming from Federal Office of Emergency Services which is increasing by \$86,931. In addition, the budget includes \$250,000 coming from the Human Services Department for Welfare Fraud activity associated with the transfer of that function from Human Services to the District Attorney during FY 2008-09.

## DISTRICT ATTORNEY

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Staffing continues to be of concern to the District Attorney's office. There are currently thirteen murder trials in process in El Dorado County. Two of those cases include the death penalty. All murder cases require more staff time and resources, however, death penalty cases are significantly more staff resource intensive and expensive, often requiring significant expenditures for investigation and expert witnesses. One of the two death penalty cases is currently scheduled for trial in September 2009. It is uncertain at this time how long that trial will last once it starts. The second death penalty case is a cold case involving triple homicide. It is not currently scheduled for trial, however, it is anticipated that there will be significant expense associated with this case due to the cold case nature, the number of years since the events occurred and the fact that three homicides are involved. In addition to the murder trials, a significant number of District Attorney staff is also dedicated to cases involving various kinds of fraud such as Mortgage & Real Estate, Auto and Environmental fraud.

Total salaries reflect a net reduction of \$189,883. Of this reduction \$110,007 is in the area of temporary help. In FY 2008-09 the District Attorney agreed to reduce the use of temporary help in both FY 2008-09 and FY 2009-10. This budget reflects the District Attorney's commitment to meet that reduction.

The District Attorney's personnel allocation includes the reduction of .60 FTE Victim Witness Claims Specialist I/II (vacant). The Victim Witness Claims Specialist was included by the Department as a reduction to meet the requested target.

### Policy Issues:

The District Attorney requested an offset from Casino revenue in the amount of \$250,000 to support casino related activity in the Department. The Department's request to use this revenue source is not currently included in the Department budget. The District Attorney's office is receiving cases from both the El Dorado County Sheriff's Department and the California Highway Patrol. Casino related casework requires staffing resources including clerical, investigative and attorney.

In order to meet budget reductions of \$223,475 the District Attorney's budget includes unfunding 1.0 FTE Deputy District Attorney IV and a reduction in other compensation which was budgeted for staff management leave payoff during the fiscal year. The District Attorney has two Attorney's who may be deployed in active military duty. The savings from not paying salary during these times of deployment will offset the reduction in salaries. If the Attorney's are not deployed, the District Attorney will manage staffing to the approved appropriation.

In addition, the District Attorney has requested to be held harmless from the recommended 10 day furlough as it has an impact on the Department's ability to meet Court dates. The District Attorney contends that the majority of staff in the Department would not be able to participate due to Measure 504 and the pay out of management leave by those employees who are eligible. Therefore, the value of the furlough would come directly out of appropriations with no off-set in salary saving due to staff taking the furlough days off. Due to Court schedules, the Department would also not be able to close during the recommended closure at Christmas since the Courts will not be closed most of those dates.

# DISTRICT ATTORNEY

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 22 DISTRICT ATTORNEY

		CURRENT YR		CAO	
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED
		PROJECTION	BUDGET	REQUEST	BUDGET
					DIFFERENCE
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
0341	PENALTY: RESTITUTION	4,451	0	0	0
0342	PENALTY: BAD CHECK RESTITUTION	6,000	20,000	5,000	5,000
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp; PENALTIES</b>	10,451	20,000	5,000	5,000
0860	ST: PUBLIC SAFETY SALES TAX	813,491	960,107	813,491	731,784
0880	ST: OTHER	20,000	20,000	20,000	20,000
0891	ST: SPOUSAL ABUSER PROSECUTION GRANT	0	35,727	0	0
0896	ST: VEHICLE THEFT ALLOCATION VC9250.14	190,609	190,609	188,040	188,040
0898	ST: OES - OFFICE EMERGENCY SERVICES	291,896	304,369	211,210	216,407
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	1,315,996	1,510,812	1,232,741	1,156,231
1124	FED:OFFICE OF EMERGENCY SERVICES	76,500	90,000	178,349	176,931
<b>CLASS: 10</b>	<b>REV: FEDERAL INTERGOVERNMENTAL</b>	76,500	90,000	178,349	176,931
1200	REV: OTHER GOVERNMENTAL AGENCIES	169,486	169,486	170,571	170,571
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	169,486	169,486	170,571	170,571
1501	COURT: FEE	600	600	600	600
1746	BLOOD DRAWS	50,000	50,000	20,000	20,000
1800	INTERFND REV: SERVICE BETWEEN FUND	128,705	3,705	334,204	250,000
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	179,305	54,305	354,804	270,600
1940	MISC: REVENUE	10,000	10,000	8,000	8,000
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	10,000	10,000	8,000	8,000
2020	OPERATING TRANSFERS IN	914,296	788,740	603,274	603,275
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	914,296	788,740	603,274	603,275
<b>TYPE: R SUBTOTAL</b>		2,676,034	2,643,343	2,552,739	2,390,608
					-252,735

# DISTRICT ATTORNEY

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 22 DISTRICT ATTORNEY

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	4,537,299	4,638,714	5,046,073	4,725,798	87,085
3001	TEMPORARY EMPLOYEES	135,803	175,803	80,000	65,796	-110,007
3002	OVERTIME	30,000	30,000	30,000	30,000	0
3003	STANDBY PAY	37,000	37,000	0	0	-37,000
3004	OTHER COMPENSATION	79,475	79,475	191,605	96,298	16,822
3005	TAHOE DIFFERENTIAL	38,400	38,400	36,000	36,000	-2,400
3006	BILINGUAL PAY	4,160	4,160	4,160	4,160	0
3020	RETIREMENT EMPLOYER SHARE	1,141,173	1,141,173	1,174,951	1,174,951	33,777
3022	MEDI CARE EMPLOYER SHARE	66,277	66,277	67,646	67,646	1,369
3040	HEALTH INSURANCE EMPLOYER SHARE	617,976	617,976	577,656	577,656	-40,320
3041	UNEMPLOYMENT INSURANCE EMPLOYER	20,063	20,063	37,423	37,423	17,360
3042	LONG TERM DISABILITY EMPLOYER SHARE	17,518	17,518	17,963	17,963	445
3043	DEFERRED COMPENSATION EMPLOYER	23,936	23,936	27,879	27,879	3,943
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	192,138	192,138	49,672	49,672	-142,466
3060	WORKERS' COMPENSATION EMPLOYER	49,804	49,804	49,804	45,181	-4,623
3080	FLEXIBLE BENEFITS	221,380	221,380	207,512	207,512	-13,868
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>7,212,401</b>	<b>7,353,816</b>	<b>7,598,342</b>	<b>7,163,933</b>	<b>-189,883</b>
4040	TELEPHONE COMPANY VENDOR PAYMENTS	6,415	6,415	8,893	8,893	2,477
4041	COUNTY PASS THRU TELEPHONE CHARGES	4,509	4,509	4,593	4,593	84
4086	JANITORIAL / CUSTODIAL SERVICES	1,332	1,332	1,776	1,776	444
4100	INSURANCE: PREMIUM	64,601	64,601	64,601	130,943	66,342
4120	JURY & WITNESS EXPENSE	15,450	15,450	15,450	15,450	0
4122	JURY EXP: CRIMINAL	4,500	4,500	2,250	2,250	-2,250
4124	WITNESS FEE	8,000	8,000	8,000	8,000	0
4126	JURY MILEAGE: CRIMINAL	2,000	2,000	3,400	3,400	1,400
4127	GRAND JURY EXPENSE	0	0	4,000	4,000	4,000
4140	MAINT: EQUIPMENT	1,000	1,000	500	500	-500
4161	VEH MAINT: PARTS DIRECT CHARGE	150	150	0	0	-150
4180	MAINT: BUILDING & IMPROVEMENTS	2,500	2,500	1,250	1,250	-1,250
4220	MEMBERSHIPS	15,725	20,725	20,335	20,335	-390
4260	OFFICE EXPENSE	34,305	34,305	36,757	36,757	2,452
4261	POSTAGE	7,124	7,124	6,300	6,300	-824
4262	SOFTWARE	0	0	3,000	3,000	3,000
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	1,733	1,733	2,447	4,397	2,664
4265	LAW BOOKS	30,000	30,000	33,828	33,828	3,828
4300	PROFESSIONAL & SPECIALIZED SERVICES	58,040	51,770	50,000	50,000	-1,770
4308	EXTERNAL DATA PROCESSING SERVICES	18,500	18,500	26,400	26,136	7,636
4317	CRIMINAL INVESTIGATION	8,400	8,400	8,400	8,400	0
4320	VERBATIM: TRANSCRIPTION	8,150	8,150	8,150	8,150	0
4322	MEDICAL & SOBRIETY EXAMINATIONS	49,166	49,166	53,866	53,866	4,700
4323	PSYCHIATRIC MEDICAL SERVICES	250	250	250	250	0

# DISTRICT ATTORNEY

## Financial Information by Fund Type

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

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	
					DIFFERENCE	
4400	PUBLICATION & LEGAL NOTICES	10,156	10,156	2,552	4,522	-5,634
4420	RENT & LEASE: EQUIPMENT	28,363	28,363	20,472	20,472	-7,891
4421	RENT & LEASE: SECURITY SYSTEM	2,472	2,472	1,416	1,416	-1,056
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	33,757	33,757	36,689	36,689	2,932
4461	EQUIP: MINOR	5,753	5,753	2,600	2,600	-3,153
4462	EQUIP: COMPUTER	4,000	4,000	4,000	4,000	0
4464	EQUIP: LAW ENFORCEMENT	4,150	4,150	3,400	3,400	-750
4500	SPECIAL DEPT EXPENSE	33,243	33,243	20,000	20,000	-13,243
4501	SPECIAL PROJECTS	7,019	7,019	2,000	2,000	-5,019
4503	STAFF DEVELOPMENT	8,195	8,195	8,170	10,813	2,618
4509	DETECTIVE EXPENSE	2,857	2,857	500	500	-2,357
4510	DISTRICT ATTORNEY	5,000	5,000	5,000	5,000	0
4529	SOFTWARE LICENSE	4,600	4,600	1,600	1,600	-3,000
4600	TRANSPORTATION & TRAVEL	25,000	25,000	19,927	19,927	-5,073
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	10,695	10,695	6,215	6,215	-4,480
4605	RENT & LEASE: VEHICLE	72,920	72,920	47,227	47,227	-25,693
4606	FUEL PURCHASES	32,355	32,355	31,950	31,950	-405
4620	UTILITIES	33,060	33,060	32,956	32,956	-104
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>665,445</b>	<b>664,175</b>	<b>611,120</b>	<b>683,761</b>	<b>19,586</b>
6042	FIXED ASSET: COMPUTER SYSTEM EQUIP	18,600	18,600	10,500	10,500	-8,100
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	<b>18,600</b>	<b>18,600</b>	<b>10,500</b>	<b>10,500</b>	<b>-8,100</b>
7200	INTRAFUND TRANSFERS: ONLY GENERAL	11,985	11,985	18,385	18,385	6,400
7220	INTRAFND: TELEPHONE EQUIPMENT &	31,445	31,445	33,151	33,151	1,706
7221	INTRAFND: RADIO EQUIPMENT & SUPPORT	3,908	3,908	3,908	3,908	0
7223	INTRAFND: MAIL SERVICE	2,084	2,084	2,084	1,297	-787
7224	INTRAFND: STORES SUPPORT	5,974	5,974	5,974	4,586	-1,388
7225	INTRAFND: CENTRAL DUPLICATING	1,703	1,703	1,703	1,703	0
7226	INTRAFND: LEASE ADMINISTRATION FEE	499	499	499	499	0
7227	INTRAFND: MAINFRAME SUPPORT	21,853	21,853	21,853	27,709	5,856
7228	INTRAFND: INTERNET CONNECT CHARGE	0	6,270	0	0	-6,270
7229	INTRAFND: PC SUPPORT	1,000	1,000	1,000	1,000	0
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	2,000	2,000	2,000	2,000	0
7234	INTRAFND: NETWORK SUPPORT	108,546	108,546	108,546	121,718	13,172
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>190,997</b>	<b>197,267</b>	<b>199,103</b>	<b>215,956</b>	<b>18,689</b>
7350	INTRFND ABATEMENTS: GF ONLY	0	0	-3,906	-3,906	-3,906
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	<b>0</b>	<b>0</b>	<b>-3,906</b>	<b>-3,906</b>	<b>-3,906</b>
<b>TYPE: E SUBTOTAL</b>		<b>8,087,443</b>	<b>8,233,858</b>	<b>8,415,160</b>	<b>8,070,245</b>	<b>-163,613</b>
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	<b>5,411,409</b>	<b>5,590,515</b>	<b>5,862,420</b>	<b>5,679,637</b>	<b>89,121</b>
<b>DEPARTMENT: 22</b>	<b>SUBTOTAL</b>	<b>5,411,409</b>	<b>5,590,515</b>	<b>5,862,420</b>	<b>5,679,637</b>	<b>89,121</b>

## DISTRICT ATTORNEY

### Personnel Allocations

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
District Attorney	1.00	1.00	1.00	0.00
Accountant/Auditor	1.00	1.00	1.00	0.00
Assistant District Attorney	1.00	1.00	1.00	0.00
Chief Assistant District Attorney	1.00	1.00	1.00	0.00
Chief Investigator (D.A.)	1.00	1.00	1.00	0.00
Child Abuse Prevention Coordinator I/II	1.00	1.00	1.00	0.00
Deputy District Attorney I-IV	20.00	20.00	20.00	0.00
Executive Secretary	1.00	1.00	1.00	0.00
Fiscal Administrative Analyst	1.00	1.00	1.00	0.00
Fiscal Assistant I/II	1.00	1.00	1.00	0.00
Information Technology Department Coordinator	1.00	1.00	1.00	0.00
Investigative Assistant	1.00	1.00	1.00	0.00
Investigator (D.A.)	10.00	10.00	10.00	0.00
Legal Office Assistant I/II	3.80	3.80	3.80	0.00
Legal Secretarial Services Supervisor	1.00	1.00	1.00	0.00
Legal Secretary I/II	7.00	7.00	7.00	0.00
Office Assistant I/II	0.80	0.80	0.80	0.00
Sr. Investigator (D.A.)	2.00	2.00	2.00	0.00
Sr. Legal Secretary	2.00	2.00	2.00	0.00
Victim Witness Claims Specialist I/II	2.20	1.60	1.60	-0.60
Victim Witness Program Coordinator	1.00	1.00	1.00	0.00
Victim Witness Program Specialist	3.00	3.00	3.00	0.00
<b>Department Total</b>	<b>63.80</b>	<b>63.20</b>	<b>63.20</b>	<b>-0.60</b>

# DISTRICT ATTORNEY

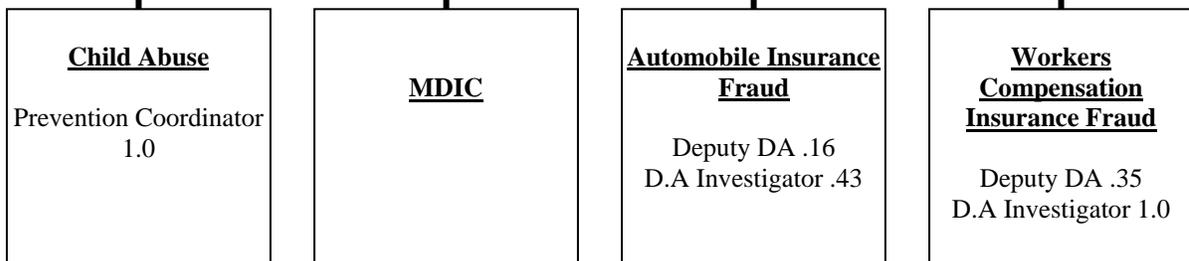
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## District Attorney's Office

### Core Prosecution

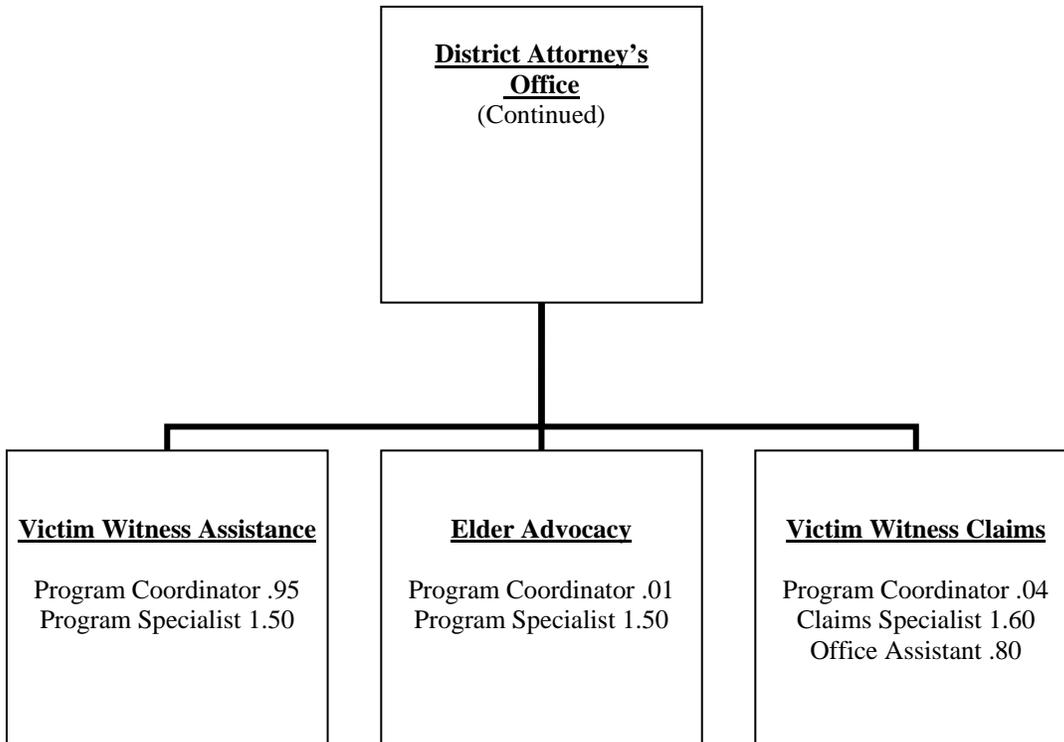
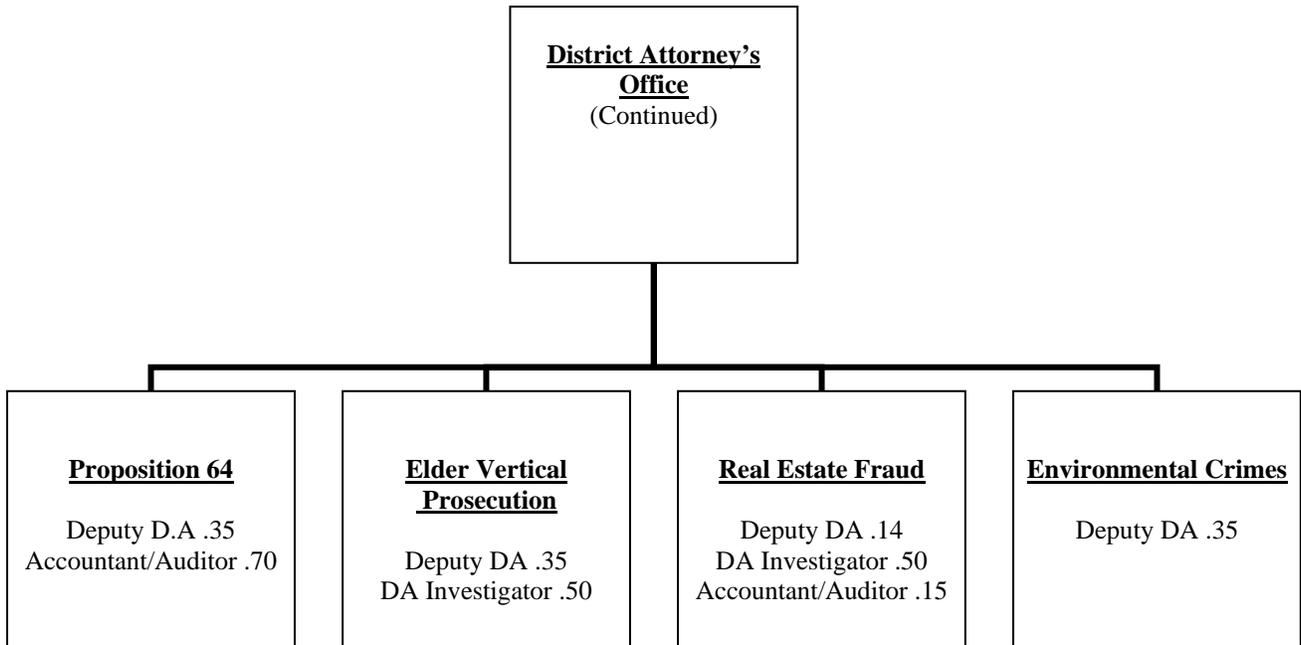
District Attorney 1.0  
Chief Assistant District Attorney 1.0  
Assistant District Attorney 1.0  
Chief Investigator 1.0  
Supervising Investigator 2.0  
Accountant/Auditor .15  
Executive Secretary 1.0  
Deputy District Attorney 18.30  
Fiscal Admin Manager 1.0  
Fiscal Assistant 1.0  
IT Coordinator 1.0  
Investigator 7.57  
Investigative Assistant 1.0  
Legal Office Assistant 3.80  
Legal Secretarial Services Supervisor 1.0  
Legal Secretary 7.0  
Sr. Legal Secretary 2.0  
Victim Witness Program Specialist .20

## District Attorney's Office (Continued)



# DISTRICT ATTORNEY

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**DISTRICT ATTORNEY**

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## DISTRICT ATTORNEY

### Ten Year History

	<b>00/01</b>	<b>01/02</b>	<b>02/03</b>	<b>03/04</b>	<b>04/05</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
Salaries	4,945,554	3,100,942	3,070,947	2,975,824	3,005,511
Benefits	1,196,017	727,296	825,058	1,161,630	1,415,388
Services & Supplies	1,370,720	622,194	531,214	424,941	722,670
Other Charges	1,919	2,187	390	150	359
Fixed Assets	135,186	42,633	44,375	66,709	13,851
Operating Transfers	-	52,776	-	-	-
Intrafund Transfers	392,223	(101,498)	49,313	110,541	107,913
<b>Total Appropriations</b>	<b>8,041,619</b>	<b>4,446,530</b>	<b>4,521,297</b>	<b>4,739,795</b>	<b>5,265,692</b>
Fines, Forfeitures	10,325	24,411	8,738	23,016	9,645
Use of Money	69,309	-	-	1,302	-
State	2,307,354	1,354,676	1,318,633	1,281,487	1,174,912
Federal	3,497,215	401,713	334,889	282,992	574,079
Other Governmental	159,457	82,501	162,584	161,415	161,278
Charges for Service	5,141	6,826	7,185	5,171	4,633
Misc.	2,474	2,630	3,912	4,203	9,452
Other Financing Sources	-	-	-	-	101,116
<b>Total Revenue</b>	<b>6,051,275</b>	<b>1,872,757</b>	<b>1,835,941</b>	<b>1,759,586</b>	<b>2,035,115</b>
<b>NCC</b>	<b>1,990,344</b>	<b>2,573,773</b>	<b>2,685,356</b>	<b>2,980,209</b>	<b>3,230,577</b>
<b>FTE's</b>	<b>120</b>	<b>57</b>	<b>57</b>	<b>56</b>	<b>53</b>

## DISTRICT ATTORNEY

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	<b>05/06</b>	<b>06/07</b>	<b>07/08</b>	<b>08/09</b>	<b>09/10</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
Salaries	3,469,973	4,253,982	5,171,503	4,819,577	5,238,167
Benefits	1,663,299	1,827,660	2,116,802	2,392,825	1,925,766
Services & Supplies	646,750	600,335	673,289	665,445	683,761
Other Charges	1,294	1,355	784	-	
Fixed Assets	57,022	57,381	11,042	18,600	10,500
Operating Transfers		15,709	-	-	-
Intrafund Transfers	119,005	138,784	200,103	190,997	212,050
<b>Total Appropriations</b>	<b>5,957,343</b>	<b>6,895,206</b>	<b>8,173,523</b>	<b>8,087,444</b>	<b>8,070,244</b>
Fines, Forfeitures	54,132	77,173	13,143	10,451	5,000
Use of Money		56		-	-
State	1,412,611	1,510,436	1,412,937	1,315,996	1,156,231
Federal	326,339	199,317	164,167	76,500	176,931
Other Governmental	-	2,105	67,334	169,486	170,571
Charges for Service	41,776	28,991	60,451	179,305	270,600
Misc.	9,581	10,975	10,542	10,000	8,000
Other Financing Sources	152,245	222,244	636,355	914,296	603,275
<b>Total Revenue</b>	<b>1,996,684</b>	<b>2,051,297</b>	<b>2,364,929</b>	<b>2,676,034</b>	<b>2,390,608</b>
<b>NCC</b>	<b>3,960,659</b>	<b>4,843,909</b>	<b>5,808,594</b>	<b>5,411,410</b>	<b>5,679,636</b>
<b>FTE's</b>	<b>55</b>	<b>59</b>	<b>66</b>	<b>66</b>	<b>64</b>

## DISTRICT ATTORNEY

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<b>9 Year Variance*</b>		
<b>Compared to FY 2001-02 w/o Child Support</b>		
	<b>\$ Change</b>	<b>% Change</b>
Salaries	2,137,225	69%
Benefits	1,198,470	165%
Services & Supplies	61,567	10%
Other Charges	(2,187)	-100%
Fixed Assets	(32,133)	-75%
Operating Transfers	(52,776)	-100%
Intrafund Transfers	313,548	-309%
<b>Total Appropriations</b>	<b>3,623,714</b>	<b>81%</b>
Fines, Forfeitures	(19,411)	-80%
Use of Money	-	N/A
State	(198,445)	-15%
Federal	(224,782)	-56%
Other Governmental	88,070	107%
Charges for Service	263,774	3864%
Misc.	5,370	204%
Other Financing Sources	603,275	N/A
<b>Total Revenue</b>	<b>517,851</b>	<b>28%</b>
<b>NCC</b>	<b>3,105,863</b>	<b>121%</b>
<b>FTE's</b>	<b>7</b>	<b>13%</b>

### Notes

Child Support included in FY 2000-01.

# PUBLIC DEFENDER

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## Mission

The primary mission of the Public Defender's office is to provide legal representation for indigents who are charged with criminal offenses. The Public Defender's office is committed to representing our clients with compassion, and the highest level of legal professionalism.

## Program Summaries

### Public Defender - Operations

**Positions: Total FTE's: 21.0**

**Extra Help: \$25,000**

**Overtime: \$0**

**Total Appropriations: \$2,877,245**

**Total Revenue: \$254,786**

**Net County Cost: \$2,622,459**

**Furlough Value: \$72,324**

The Public Defender's Office provides legal representation to adults and juveniles charged with criminal offenses. The Department also represents those who require conservatorship due to grave disability. It is estimated that the Public Defender is appointed in 80%-90% of all criminal matters prosecuted in El Dorado County. All attorneys maintain a full caseload, e.g. 450 cases per attorney.

**Revenue:** The primary revenue source for the Public Defender is Proposition 172 – Public Safety Sales Tax. Proposition 172 is on-going, but has declined due to economic downturn. Revenue from Charges for Services of Public Defender fees has also declined over the last few years. The Judges in the Courts order reimbursement for Public Defender services based on ability to pay. However, State legislation has slowed the receipt of such reimbursement in recent years due to the order of collection required by the legislation with restitution being first and County fees falling towards the bottom of the list. The Public Defender is working with the Judges, the Administrative Office of the Courts, and Revenue and Recovery to maximize this revenue to the Public Defender's office.

### Public Defender - Trials

**Positions: Total FTE's: 0**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$90,000**

**Total Revenue: \$0**

**Net County Cost: \$90,000**

**Furlough Value: \$0**

Public Defender – Trials is a specific index code to monitor expenses related to the unusual number of murder trials now being handled by the Public Defender's office. The Public Defender's office is currently handling six murder cases. In two of those cases, the District Attorney is seeking the death penalty. Murder cases are generally very expensive, often requiring significant expenditures for investigation and expert witnesses. The cost of defending murders in which the death penalty is sought is exponentially higher.

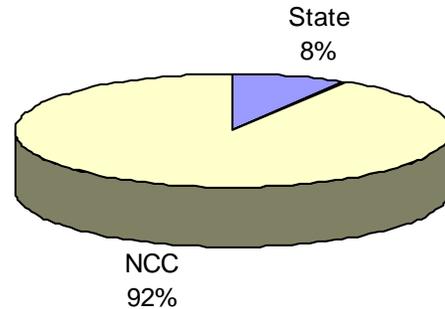
# PUBLIC DEFENDER

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## Source of Funds

State Intergovernmental (\$247,727): Includes revenue from Proposition 172 – Public Safety Sales Tax.

Charges for Service (\$7,059): Charges for service are comprised of charges for Public Defender Services.

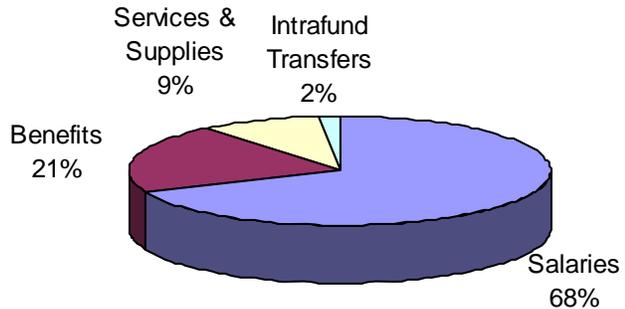


## Use of Funds

Salaries & Benefits (\$2,644,443): Primarily comprised of salaries (\$1,889,207), retirement (\$381,376) and health insurance (\$130,793).

Services & Supplies (\$272,458): Primarily comprised of building rents & leases (\$83,000), professional services (\$40,000), criminal investigation (\$30,000), psychiatric medical (\$20,000), law books, (\$13,500), utilities (\$9,000).

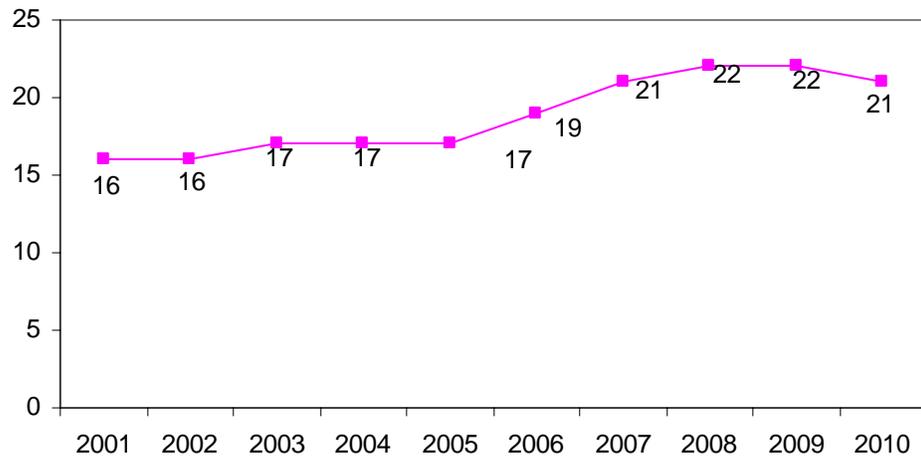
Intrafund Transfers (\$50,343): Primarily comprised of charges from other departments for services such as network support (\$32,539), mainframe support (\$6,963), and telephone (\$6,000).



## PUBLIC DEFENDER

### Staffing Trend

Staffing for the Public Defender over the past ten years has gone from 16.0 in FY2000-01 to 22.0 in FY2008-09 based on the approved budget. The proposed staff allocation for FY2009-10 is 21.0 which is an



increase of 5.0 from FY2000-01 and a decrease of 1.0 from FY2008-09 due to the elimination of a clerical position in November 2008.

As defined by the organizational chart, the proposed staff allocation for FY2009-10 includes 14.5 FTE on the West Slope and 6.5 FTE at South Lake Tahoe.

### Chief Administrative Office Comments

The Proposed Budget for the Public Defender's department reflects staffing changes made during FY2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

The Public Defender budget has been significantly impacted by reductions in Proposition 172 (1/2 cent Public Safety Sales Tax) revenue due to the declining economy which directly affects sales tax. The estimated reduction for FY 2009-10 is \$77,123 from the FY2008-09 adopted budget. In addition, revenue for Public Defender services to their clients has declined. The Public Defender continues to work with the Courts to ensure that fees for services are being ordered by the Judges whenever a client has the ability to pay. However, State legislation now requires that all charges be collected by the Courts and there is an order of collection which the County has no control over. Under this order of collection, when money is received by the Courts it is applied first to areas such as restitution and applied to County fees last. Clients can no longer go directly to the Public Defender's office to pay their fee. Because County fees are the last to be collected, it can take months or longer before the County will benefit from the revenue.

The Public Defender's office is currently working on six murder cases, two of which involve the death penalty. All murder cases require more staff time and resources, however, death penalty cases are significantly more staff resource intensive and expensive, often requiring significant expenditures for investigation and expert witnesses. One of the two death penalty cases is currently scheduled for trial in September 2009. It is uncertain at this time how long that trial will last once it starts. The second death penalty case is also a cold case involving triple homicide.

## **PUBLIC DEFENDER**

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It is not currently scheduled for trial, however, it is anticipated that there will be significant expense associated with this case due to the cold case nature, the number of years since the events occurred and the fact that three homicides are involved. The Public Defender's budget currently includes \$90,000 for use in the defense of both of these cases, however, it is not yet known if that will be sufficient funding to cover court ordered costs. In addition, the remaining four murder trials will likely require additional expenses that have not yet been identified.

Staffing continues to be of concern to the Public Defender's office. In FY 2007-08, due to economic downturn in the County, the Public Defender eliminated a clerical position to meet their reduction target. At mid-year, the Department implemented a mandatory five day furlough in order to meet targets established at that time. Looking towards FY 2009-10 the Public Defender has expressed concern, but will make every effort to work within the constraints of the County's current economic condition.

Another element of County services that affect the Public Defender is situations where a conflict exists and the Public Defender is unable to represent a defendant. In those situations, the case is referred to the Conflict Panel which is budgeted in Department 20 – Court MOE. A discussion regarding the Conflict Panel can be found in the Department 20 Chief Administrative Office Comments.

# PUBLIC DEFENDER

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 23 PUBLIC DEFENDER

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	
					DIFFERENCE	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0860	ST: PUBLIC SAFETY SALES TAX	276,200	324,850	276,200	247,727	-77,123
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	276,200	324,850	276,200	247,727	-77,123
1381	PUBLIC DEFENDER: INDIGENTS	2,058	25,000	5,000	7,059	-17,941
1800	INTERFND REV: SERVICE BETWEEN FUND	2,059	0	2,059	0	0
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	4,117	25,000	7,059	7,059	-17,941
<b>TYPE: R SUBTOTAL</b>		280,317	349,850	283,259	254,786	-95,064

<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	1,910,661	1,959,234	1,961,531	1,889,207	-70,027
3001	TEMPORARY EMPLOYEES	29,000	39,000	29,000	25,000	-14,000
3004	OTHER COMPENSATION	70,000	70,000	42,000	22,904	-47,096
3005	TAHOE DIFFERENTIAL	16,800	16,800	13,200	13,200	-3,600
3006	BILINGUAL PAY	4,500	6,240	2,600	2,600	-3,640
3020	RETIREMENT EMPLOYER SHARE	387,941	387,941	381,376	381,376	-6,565
3022	MEDI CARE EMPLOYER SHARE	24,595	24,595	26,121	26,121	1,527
3040	HEALTH INSURANCE EMPLOYER SHARE	194,071	146,986	130,793	130,793	-16,193
3041	UNEMPLOYMENT INSURANCE EMPLOYER	7,415	7,415	14,711	14,711	7,296
3042	LONG TERM DISABILITY EMPLOYER SHARE	7,111	7,111	7,061	7,061	-50
3043	DEFERRED COMPENSATION EMPLOYER	20,000	20,000	18,891	18,891	-1,109
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	63,853	63,853	16,507	16,507	-47,346
3060	WORKERS' COMPENSATION EMPLOYER	6,073	6,073	6,073	6,072	-1
3080	FLEXIBLE BENEFITS	0	48,000	90,000	90,000	42,000
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	2,742,019	2,803,247	2,739,865	2,644,444	-158,803
4020	CLOTHING & PERSONAL SUPPLIES	24	0	0	0	0
4040	TELEPHONE COMPANY VENDOR PAYMENTS	100	100	100	100	0
4041	COUNTY PASS THRU TELEPHONE CHARGES	1,500	1,500	1,500	1,500	0
4086	JANITORIAL / CUSTODIAL SERVICES	2,340	4,000	2,340	2,340	-1,660
4100	INSURANCE: PREMIUM	9,074	9,074	9,074	12,777	3,703
4120	JURY & WITNESS EXPENSE	500	2,000	4,500	4,500	2,500
4123	JURY EXP: MEALS	500	1,000	500	500	-500
4124	WITNESS FEE	150	300	650	650	350
4140	MAINT: EQUIPMENT	0	250	0	0	-250
4141	MAINT: OFFICE EQUIPMENT	150	500	150	150	-350
4144	MAINT: COMPUTER	0	750	0	0	-750
4182	MAINT: RENTAL PROPERTY	0	500	0	0	-500
4220	MEMBERSHIPS	6,780	6,780	6,800	6,800	20
4260	OFFICE EXPENSE	6,500	6,500	6,500	6,500	0
4261	POSTAGE	1,000	1,000	1,000	1,000	0
4262	SOFTWARE	0	1,434	0	0	-1,434
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	6,000	6,000	6,000	6,000	0
4264	BOOKS / MANUALS	100	100	100	100	0
4265	LAW BOOKS	13,500	13,500	13,500	13,500	0
4266	PRINTING / DUPLICATING SERVICES	1,187	650	1,187	1,187	537
4300	PROFESSIONAL & SPECIALIZED SERVICES	25,000	30,000	40,000	40,000	10,000
4317	CRIMINAL INVESTIGATION	25,000	30,000	30,000	30,000	0
4318	INTERPRETER	250	1,000	250	250	-750
4320	VERBATIM: TRANSCRIPTION	1,000	1,000	4,000	4,000	3,000
4323	PSYCHIATRIC MEDICAL SERVICES	17,000	25,000	20,000	20,000	-5,000
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	3,663	2,500	2,500	2,500	0

# PUBLIC DEFENDER

## Financial Information by Fund Type

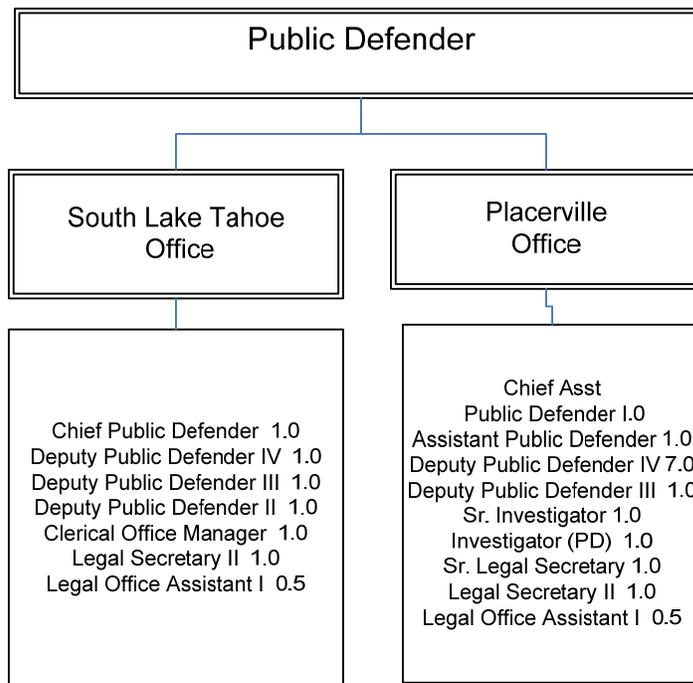
**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 23 PUBLIC DEFENDER

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	
					DIFFERENCE	
4334	FIRE PREVENTION & INSPECTION	100	150	100	100	-50
4400	PUBLICATION & LEGAL NOTICES	50	150	50	50	-100
4420	RENT & LEASE: EQUIPMENT	5,412	5,412	5,412	5,412	0
4421	RENT & LEASE: SECURITY SYSTEM	0	0	83,000	83,000	83,000
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	80,500	80,500	0	0	-80,500
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	21	0	0	0	0
4461	EQUIP: MINOR	0	750	0	0	-750
4462	EQUIP: COMPUTER	0	250	0	0	-250
4463	EQUIP: TELEPHONE & RADIO	0	100	0	0	-100
4503	STAFF DEVELOPMENT	5,000	5,000	7,500	7,500	2,500
4529	SOFTWARE LICENSE	3,442	3,800	3,442	3,442	-358
4600	TRANSPORTATION & TRAVEL	2,000	2,000	2,000	2,000	0
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	6,700	6,700	6,700	6,700	0
4605	RENT & LEASE: VEHICLE	0	750	0	0	-750
4606	FUEL PURCHASES	900	900	900	900	0
4620	UTILITIES	9,000	9,000	9,000	9,000	0
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	234,443	260,900	268,755	272,458	11,558
5300	INTERFND: SERVICE BETWEEN FUND TYPES	0	400	0	0	-400
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	0	400	0	0	-400
6042	FIXED ASSET: COMPUTER SYSTEM EQUIP	0	2,700	0	0	-2,700
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	0	2,700	0	0	-2,700
7200	INTRAFUND TRANSFERS: ONLY GENERAL	25	0	25	25	25
7210	INTRAFND: COLLECTIONS	250	500	250	250	-250
7220	INTRAFND: TELEPHONE EQUIPMENT &	6,000	6,000	6,000	6,000	0
7223	INTRAFND: MAIL SERVICE	1,205	1,205	1,205	870	-335
7224	INTRAFND: STORES SUPPORT	1,173	1,173	1,173	1,122	-51
7225	INTRAFND: CENTRAL DUPLICATING	0	150	0	0	-150
7226	INTRAFND: LEASE ADMINISTRATION FEE	1,824	1,824	1,824	1,824	0
7227	INTRAFND: MAINFRAME SUPPORT	5,894	5,894	5,894	6,963	1,069
7228	INTRAFND: INTERNET CONNECT CHARGE	0	0	750	750	750
7229	INTRAFND: PC SUPPORT	750	750	0	0	-750
7232	INTRAFND: MAINT BLDG & IMPROVMENTS	0	100	0	0	-100
7234	INTRAFND: NETWORK SUPPORT	28,652	28,652	28,652	32,539	3,887
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	45,773	46,248	45,773	50,343	4,095
<b>TYPE: E</b>	<b>SUBTOTAL</b>	3,022,235	3,113,495	3,054,393	2,967,245	-146,250
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	2,741,918	2,763,645	2,771,134	2,712,459	-51,186
<b>DEPARTMENT: 23</b>	<b>SUBTOTAL</b>	2,741,918	2,763,645	2,771,134	2,712,459	-51,186

# PUBLIC DEFENDER

## Personnel Allocations

Fiscal Year 2009-10 BOS Approved Personnel Allocation	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Public Defender	1.00	1.00	1.00	0.00
Assistant Public Defender	1.00	1.00	1.00	0.00
Chief Assistant Public Defender	1.00	1.00	1.00	0.00
Clerical Operations Manager	0.00	0.00	0.00	0.00
Deputy Public Defender II-IV	11.00	11.00	11.00	0.00
Investigator (Public Defender)	1.00	1.00	1.00	0.00
Legal Office Assistant I/II	1.00	1.00	1.00	0.00
Legal Secretarial Services Supervisor	1.00	1.00	1.00	0.00
Legal Secretary I/II	2.00	2.00	2.00	0.00
Sr. Investigator (Public Defender)	1.00	1.00	1.00	0.00
Sr. Legal Secretary	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	<b>0.00</b>



Positions: 21.0

## PUBLIC DEFENDER

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### Ten Year History

	<b>00/01</b> Actual	<b>01/02</b> Actual	<b>02/03</b> Actual	<b>03/04</b> Actual	<b>04/05</b> Actual
Salaries	1,000,371	1,064,692	1,138,536	1,091,529	1,171,001
Benefits	180,806	209,910	249,059	318,428	413,795
Services & Supplies	104,847	180,997	262,361	152,733	207,948
Other Charges	230	130	150	250	175
Fixed Assets	2,630	-	1,873	-	-
Intrafund Transfers	25,855	24,935	26,617	33,240	33,533
<b>Total Appropriations</b>	<b>1,314,739</b>	<b>1,480,664</b>	<b>1,678,596</b>	<b>1,596,180</b>	<b>1,826,452</b>
State	226,110	232,345	240,158	257,812	301,812
Charges for Service	18,878	30,309	34,648	30,392	31,907
<b>Total Revenue</b>	<b>244,988</b>	<b>262,654</b>	<b>274,806</b>	<b>288,204</b>	<b>333,719</b>
<b>NCC</b>	<b>1,069,751</b>	<b>1,218,010</b>	<b>1,403,790</b>	<b>1,307,976</b>	<b>1,492,733</b>
<b>FTE's</b>	<b>16</b>	<b>16</b>	<b>17</b>	<b>17</b>	<b>17</b>

## PUBLIC DEFENDER

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	1,427,284	1,707,223	1,912,422	1,973,731	2,032,531
Benefits	555,108	623,368	695,895	768,289	611,913
Services & Supplies	282,025	218,454	293,900	234,443	272,458
Other Charges	259	900	-	-	-
Fixed Assets	14,728	6,900	-	-	-
Intrafund Transfers	44,479	47,421	51,469	45,773	50,343
<b>Total Appropriations</b>	<b>2,323,883</b>	<b>2,604,266</b>	<b>2,953,686</b>	<b>3,022,236</b>	<b>2,967,245</b>
State	320,676	300,732	292,454	276,200	247,727
Charges for Service	18,388	15,317	10,665	4,117	7,059
<b>Total Revenue</b>	<b>339,064</b>	<b>316,049</b>	<b>303,119</b>	<b>280,317</b>	<b>254,786</b>
<b>NCC</b>	<b>1,984,819</b>	<b>2,288,217</b>	<b>2,650,567</b>	<b>2,741,919</b>	<b>2,712,459</b>
<b>FTE's</b>	<b>19</b>	<b>21</b>	<b>22</b>	<b>22</b>	<b>21</b>

10 Year Variance		
	\$ Change	% Change
Salaries	1,032,160	103%
Benefits	431,107	238%
Services & Supplies	167,611	160%
Other Charges	(230)	-100%
Fixed Assets	(2,630)	-100%
Intrafund Transfers	24,488	95%
<b>Total Appropriations</b>	<b>1,652,506</b>	<b>126%</b>
State	21,617	10%
Charges for Service	(11,819)	-63%
<b>Total Revenue</b>	<b>9,798</b>	<b>4%</b>
<b>NCC</b>	<b>1,642,708</b>	<b>154%</b>
<b>FTE's</b>	<b>5</b>	<b>31%</b>

### Notes



# SHERIFF

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## Mission

The Sheriff's Office is responsible for law enforcement in the unincorporated areas of the County; liaison, coordination and cooperation with other law enforcement agencies at the local, State and Federal levels; Court security and inmate transportation; service of Civil processes and warrants; operation of the County's adult detention facilities. The Sheriff also functions as the County Coroner and Public Administrator.

## PROGRAM SUMMARIES

### Administration & Grants

Sheriff's Administration is responsible for the overall management of the Sheriff's Office and includes the office of the Sheriff, Undersheriff, Sheriff's Executive Secretary and the Assistant Public Administrator. Also included within Administration is the Financial Unit that is responsible for grant administration, accounting, budgeting, payroll, purchasing, civil accounting and contract administration.

**Revenue:** The revenue budgeted within Administration is ongoing and is generated by the County's Parking Citation Program and 7% of the Sheriff's allocation for Proposition 172, Public Safety Sales Tax, the Public Safety half-cent sales tax initiative.

**Extra Help:** The extra help staffing utilized in the State of California's Boating & Waterways grant is for seasonal law enforcement and subvention programs on the County's lakes and rivers. There is no County General Fund cost associated with this extra help staffing.

The grant program that has a General Fund contribution of \$70,119 is the Hi-Tech Crimes Task Force. This is a multi-jurisdictional task force, headed by Sacramento County, which targets computer based crimes, such as identity theft. The grant only funds 55% of the salary and benefits for the Detective assigned to this program.

### Administration

**Positions: 12.66 FTE**

**Extra Help: \$-0-**

**Overtime: \$10,000**

**Total Appropriations: \$4,216,326**

**Total Revenue: \$498,905**

**Net County Cost: \$3,717,421**

**Department Furlough Value: \$920,446**

<b>ADMINISTRATION</b>	<b>FTE</b>	<b>Appropriations</b>	<b>Revenue</b>	<b>NCC</b>	<b>Extra Help</b>	<b>Overtime</b>
Administration	3.00				\$0	
Financial	8.66	\$4,125,412	\$458,905	\$3,666,507	\$0	\$10,000
Public Administrator	1.00	\$90,914	\$40,000	\$50,914	\$0	
	<b>12.66</b>	<b>\$4,216,326</b>	<b>\$498,905</b>	<b>\$3,717,421</b>	<b>\$0</b>	<b>\$10,000</b>

## SHERIFF

**Grants**

**Positions: 2.0 FTE**  
**Extra Help: \$162,660**  
**Overtime: \$283,403**

**Total Appropriations: \$2,650,671**  
**Total Revenue: \$2,580,552**  
**Net County Cost: \$70,119**

GRANT PROGRAMS	FTE	Appropriations	Revenue	NCC	Extra Help	Overtime
SLESF - Law Enf.	0.00	\$0	\$0	\$0	\$0	
SLESF - JAIL	0.00	\$0	\$0	\$0	\$0	
Asset Seizure	0.00	\$310,000	\$310,000	\$0	\$0	\$180,000
Hi-Tech Crimes Task Force	1.00	\$140,119	\$70,000	\$70,119	\$0	
OHV Rubicon	0.00	\$0	\$0	\$0	\$0	
CALMMET	0.00	\$0	\$0	\$0	\$0	
Boating & Waterways	1.00	\$481,410	\$481,410	\$0	\$162,660	\$53,164
Rural & Small Counties	0.00	\$1,200,000	\$1,200,000	\$0	\$0	
Homeland Security 2007	0.00	\$66,698	\$66,698	\$0	\$0	\$23,384
LETPP 2007	0.00	\$25,087	\$25,087	\$0	\$0	
LETPP 2008	0.00	\$151,876	\$151,876	\$0	\$0	
Homeland Security 2008	0.00	\$172,056	\$172,056	\$0	\$0	\$26,855
SCAAP	0.00	\$103,425	\$103,425		\$0	
	<b>2.00</b>	<b>\$2,650,671</b>	<b>\$2,580,552</b>	<b>\$70,119</b>	<b>\$162,660</b>	<b>\$283,403</b>

**Custody: 147.00 FTE**  
**Positions: 147.00 FTE**  
**Extra Help: \$84,583**  
**Overtime: \$1,092,995**

**Total Appropriations: \$16,964,663**  
**Total Revenue: \$2,652,253**  
**Net County Cost: \$14,312,410**

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

**Revenue:** The revenue sources within the Custody Division are ongoing but much of it is dependant on the continuation of the level of State and Federal funding. These revenues include reimbursements for the housing of State and Federal prisoners, booking fees, DNA collection and prisoner extradition costs. Revenue is also generated from the "weekend in-custody" program and the bail bond advertising space that is made available in the jail lobbies.

**Extra Help:** Extra help staffing within the Custody Division was added this fiscal year at the request of the Court Administrator to supply 3,120 hours of Bailiff and security services for the anticipated addition of a Juvenile Hall Court. The MOU negotiated with the Court will eliminate any County General Fund cost associated with this extra help staffing.

## SHERIFF

CUSTODY DIVISION	FTE	Appropriation	Revenue	NCC	Extra Help	Overtime
PV Jail	76.50	\$7,998,410	\$343,650	\$7,654,760	\$0	\$290,000
PV Jail CERT	0.00	\$11,366	\$0	\$11,366	\$0	
PV Jail GANG	0.00	\$6,896	\$0	\$6,896	\$0	
PV Jail Work Program	2.00	\$207,459	\$58,000	\$149,459	\$0	\$11,000
WS Transportation	2.50	\$671,737	\$35,000	\$636,737	\$0	\$200,000
SLT Jail	46.50	\$5,247,312	\$17,500	\$5,229,812	\$0	\$220,681
SLT Jail Work Program	1.00	\$95,376	\$34,000	\$61,376	\$0	\$7,500
Jail Medical Services	0.00	\$20,000	\$2,500	\$17,500	\$0	
SLT Transportation	1.50	\$274,900	\$0	\$274,900	\$0	\$71,122
	<b>130.00</b>	<b>\$14,533,455</b>	<b>\$490,650</b>	<b>\$14,042,805</b>	<b>\$0</b>	<b>\$800,303</b>
<b>COURTS</b>						
WS Bailiff	8.00	\$1,138,999	\$1,064,875	\$74,124	\$84,583	\$88,000
WS Perimeter Security	3.50	\$431,128	\$431,128	\$0	\$0	\$30,000
SLT Bailiff	3.25	\$529,725	\$395,200	\$134,525	\$0	\$115,312
SLT Perimeter Security	2.25	\$331,355	\$270,400	\$60,955	\$0	\$59,380
	<b>17.00</b>	<b>\$2,431,207</b>	<b>\$2,161,603</b>	<b>\$269,604</b>	<b>\$84,583</b>	<b>\$292,692</b>
<b>TOTAL CUSTODY =</b>	<b>147.00</b>	<b>\$16,964,663</b>	<b>\$2,652,253</b>	<b>\$14,312,410</b>	<b>\$84,583</b>	<b>\$1,092,995</b>

### **Patrol Services**

**Positions: 180.00 FTE**

**Extra Help: \$-0-**

**Overtime: \$1,939,802**

**Total Appropriations: \$23,253,600**

**Total Revenue: \$6,218,026**

**Net County Cost: \$17,035,574**

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

Included within the Patrol Services Division are the Crime Scene Investigators and Detective Units that are responsible for county-wide investigation of criminal cases, narcotics investigations and follow-up investigation of crimes referred by the Patrol Deputies, cases from the District Attorney and/or Probation Departments and the coordination of investigations with multi-jurisdictional task forces. Additionally, Dispatch services, the Explorer Program, Search & Rescue, SWAT, K9, Dive Team, the Crisis Negotiation Team, and the Sheriff's substations come under the Patrol Services Division.

**Revenue:** The revenue sources in the Patrol Services Division are ongoing, but again, dependant on the level of the continuation of State and Federal funding. Patrol and Dispatch services receive 93% of the Sheriff's allocation for Proposition 172, the Public Safety half-cent sales tax initiative. An agreement with the BOS and the Fire Safe Council in FY2008-09 moves the total revenue appropriation for Title III – Timber Tax to the Sheriff's budget in FY2009-10 for offsetting General Fund costs for search and rescue services. The Department of Justice and the US Forest Service both contribute revenues for the reimbursement of salary and overtime costs for narcotic related investigations. The newly opened Red Hawk Casino contributes \$500,000 annually to the Sheriff's budget to help offset the impact of the casino and a fee initiated by the Court is being added this fiscal year to enhance the number of warrants served by the Sheriff. Approximately \$20,000 in revenue is received each year for contracted law

## SHERIFF

enforcement services requested by organizations in the community for providing security at meetings, sporting events, concerts and special events.

<b>PATROL SERVICES:</b>	<b>FTE</b>	<b>Appropriation</b>	<b>Revenue</b>	<b>NCC</b>	<b>Extra Help</b>	<b>Overtime</b>
PV Patrol	89.20	\$11,404,884	\$5,056,025	\$6,348,859	\$0	\$826,095
SLT Patrol	18.20	\$2,834,058	\$8,875	\$2,825,183	\$0	\$188,129
Georgetown Substation	0.00	\$3,665	\$0	\$3,665	\$0	
El Dorado Hills Substation	0.00	\$27,995	\$0	\$27,995	\$0	
Pollock Pines Substation	0.00	\$1,525	\$0	\$1,525	\$0	
Patrol Field Training Officer's	0.00	\$4,675	\$0	\$4,675	\$0	
Red Hawk Casino	6.00	\$585,033	\$500,000	\$85,033	\$0	
	<b>113.40</b>	<b>\$14,861,834</b>	<b>\$5,564,900</b>	<b>\$9,296,934</b>	<b>\$0</b>	<b>\$1,014,224</b>
<b>DETECTIVE UNITS:</b>						
PV Detectives	18.20	\$2,883,050	\$50,000	\$2,833,050	\$0	\$156,000
PV Narcotics	6.20	\$876,084	\$47,000	\$829,084	\$0	
SLT Detectives	2.20	\$247,058	\$0	\$247,058	\$0	\$31,510
	<b>26.60</b>	<b>\$4,006,192</b>	<b>\$97,000</b>	<b>\$3,909,192</b>	<b>\$0</b>	<b>\$187,510</b>
<b>SPECIALITY UNITS:</b>						
Explorers	0.00	\$18,059	\$0	\$18,059	\$0	\$10,300
Crime Prevention	0.00	\$17,377	\$0	\$17,377	\$0	\$13,944
PV Search & Rescue	0.00	\$78,154	\$78,154	\$0	\$0	\$46,089
Honor Guard	0.00	\$6,192	\$0	\$6,192	\$0	\$6,000
Fleet Vehicles	0.00	\$130,752	\$0	\$130,752	\$0	
Patrol Gangs	0.00	\$71,673	\$0	\$71,673	\$0	\$67,913
EOD Bomb Squad	0.00	\$44,674	\$0	\$44,674	\$0	\$21,000
SWAT	0.00	\$234,581	\$0	\$234,581	\$0	\$135,360
PV K9	5.00	\$778,664	\$0	\$778,664	\$0	\$100,000
Dive Team	0.00	\$36,682	\$0	\$36,682	\$0	\$22,592
Reserves	0.00	\$1,200	\$0	\$1,200	\$0	
Crime Scene Investigation	0.00	\$81,298	\$0	\$81,298	\$0	\$52,000
Crisis Negotiation Team	0.00	\$14,055	\$0	\$14,055	\$0	\$10,000
School Resource Officers	3.00	\$0	\$0	\$0	\$0	
SLT Search & Rescue	1.00	\$210,045	\$163,611	\$46,434	\$0	\$22,500
SLT K9	1.00	\$165,630	\$0	\$165,630	\$0	\$28,967
	<b>10.00</b>	<b>\$1,889,035</b>	<b>\$241,765</b>	<b>\$1,647,270</b>	<b>\$0</b>	<b>\$536,665</b>
<b>CENTRAL DISPATCH:</b>						
Dispatch	30.00	\$2,496,539	\$314,361	\$2,182,178	\$0	\$201,403
<b>TOTAL PATROL SERVICES:</b>	<b>180.00</b>	<b>\$23,253,600</b>	<b>\$6,218,026</b>	<b>\$17,035,574</b>	<b>\$0</b>	<b>\$1,939,802</b>

### Support Services

**Positions: 53.34 FTE**

**Extra Help: \$73,436**

**Overtime: \$339,840**

**Total Appropriations: \$8,081,230**

**Total Revenue: \$775,668**

**Net County Cost: \$7,305,562**

Support Services provides the public with employment opportunities, public records and property, the office of the Coroner, civil process, Vehicle Abatement and Internet access to the Sheriff's Office 24-hours a day. Also included within the Support Services Division are the Sheriff's training section, the Professional Standards and Background Investigative Unit, the Range and Armory functions, Information Technology and Radio support staff and the Sheriff's Team of Active Retiree (STAR) program. The Office of Emergency Services and the Public Information Officer are also included within the Sheriff's Support Services Division.

## SHERIFF

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**Revenue:** Support Services receives State funding for the reimbursement of the mandated STC and POST certified training provided to Deputies and Correctional Officers and for a portion of the General Funds costs for the Vehicle Abatement Program. Vehicle Code §9250.19 allocated a \$1.00 fee for each vehicle registration that offsets the County's costs of providing Livescan Fingerprinting services. This vehicle code section sunsets on January 1, 2012, at which time this program will become a General Fund obligation. Support Services receives a small amount of revenue each through donations to the STAR program, the sale of found property, and fees charged for various permits and services.

**Extra Help:** Extra help staffing is utilized within the Sheriff's Support Services Division for the following functions:

Civil processes \$34,764 – Due to declining economic conditions for residents of the County, the Sheriff is expecting an increase in the number of foreclosures, liens, attachments and the forced sale of properties. The Civil Operations Special Revenue Fund is budgeted to offset this increased workload so there is no County General Fund cost associated with this staffing.

Records \$14,655 – Extra help is needed to cover sick leave, vacations and comp time off to maintain minimum staffing levels for a 24-hour, seven days a week operation. It is more cost effective to use extra help than to utilize overtime. – County General Fund.

Reception \$3,600 – Coverage is needed for the Sheriff's reception counter at 300 Fair Lane when Records staff or STAR volunteers are not available to provide coverage for sick leave, vacation and shift coverage – County General Fund.

Livescan \$20,417 – Coverage is needed to provide Livescan services in the South Lake Tahoe substation when Civil staff or STAR volunteers are not available to provide fingerprinting services to the public and other El Dorado County Departments. The Livescan Special Revenue Fund is budgeted to offset this expense so there is no County General Fund cost associated with this staffing.

## SHERIFF

SUPPORT SERVICES	FTE	Appropriation	Revenue	NCC	Extra Help	Overtime
Support Services	11.00	\$1,925,639	\$0	\$1,925,639	\$0	\$24,662
Training	2.00	\$579,523	\$158,000	\$421,523	\$0	\$81,500
Armorer/Range	0.00	\$241,825	\$0	\$241,825	\$0	\$103,381
Range Tasers	0.00	\$77,760	\$0	\$77,760	\$0	
Vehicle Abatement	1.25	\$228,857	\$113,600	\$115,257	\$0	
STARS	0.00	\$67,400	\$3,600	\$63,800	\$0	
	<b>14.25</b>	<b>\$3,121,005</b>	<b>\$275,200</b>	<b>\$2,845,805</b>	<b>\$0</b>	<b>\$209,543</b>
Information Tech	<b>6.00</b>	<b>\$1,392,704</b>	<b>\$0</b>	<b>\$1,392,704</b>	<b>\$0</b>	\$14,850
Civil	2.40	\$196,149	\$68,944	\$127,205	\$34,764	\$7,814
Coroner	3.25	\$673,966	\$0	\$673,966	\$0	\$40,000
	<b>5.65</b>	<b>\$870,115</b>	<b>\$68,944</b>	<b>\$801,171</b>	<b>\$34,764</b>	<b>\$47,814</b>
Radio Shop	<b>4.00</b>	<b>\$481,875</b>	<b>\$47,600</b>	<b>\$434,275</b>	<b>\$0</b>	\$5,138
Office of Emergency Svcs	<b>5.00</b>	<b>\$561,224</b>	<b>\$0</b>	<b>\$561,224</b>	<b>\$0</b>	\$30,995
Records	11.00	\$834,181	\$22,200	\$811,981	\$14,655	\$10,000
Reception	1.00	\$87,468	\$0	\$87,468	\$3,600	\$1,500
Livescan	2.44	\$355,724	\$355,724	\$0	\$20,417	
Property	4.00	\$376,935	\$6,000	\$370,935	\$0	\$20,000
	<b>18.44</b>	<b>\$1,654,308</b>	<b>\$383,924</b>	<b>\$1,270,384</b>	<b>\$38,672</b>	<b>\$31,500</b>
<b>TOTAL SUPPORT SERVICES:</b>	<b>53.34</b>	<b>\$8,081,230</b>	<b>\$775,668</b>	<b>\$7,305,562</b>	<b>\$73,436</b>	\$339,840

### Source of Funds

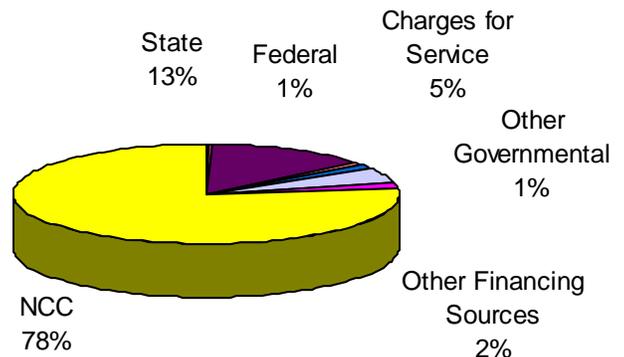
Taxes (\$161,864): Includes revenue from Unsecured Property Tax.

License, Permit and Franchises (\$95,200): Primarily comprised of alarm permit licensing (\$88,000) and permits to carry a concealed weapon (\$5,000).

Fines, Forfeitures and Penalties: (\$38,600): Includes vehicle code fines.

Use of Money & Property (\$4,200): Includes Miscellaneous rents an antenna on County property supporting cellular phones.

State Intergovernmental (\$7,365,487): Comprised of Proposition 172, Public Safety Sales Tax(\$5,652,141), State Other from Rural County funding (\$1,203,800), Boating & Waterways (\$319,546), POST – Peace Officers Training Program (\$100,000), and Vehicle Abatement Surcharge (\$90,000).



# SHERIFF

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Federal Intergovernmental (\$1,114,663): Primarily comprised of Other Governmental (\$477,717) and State Criminal Alien Assistant Program (SCAAP) (\$103,425).

Other Governmental Agencies (\$572,830): Includes revenue from Shingle Springs Rancheria (\$500,000) and other governmental agencies State 9-1-1 program (\$72,830).

Charges for Service (\$2,794,248): Primarily comprised of revenue from the Superior Court for Court related services per a Memorandum of Understanding (MOU) (\$2,164,003), booking fees (\$152,500), weekender work program (\$92,000), civil process services (\$55,000), prisoner holds (\$50,000), law enforcement for US Forest Service (\$45,000), escrow fees (\$40,000), fingerprinting (\$40,000), and miscellaneous charges for services (40,320).

Miscellaneous (\$28,600): Includes revenue from advertising (\$16,000), other sales (\$6,000), and donations (\$3,000).

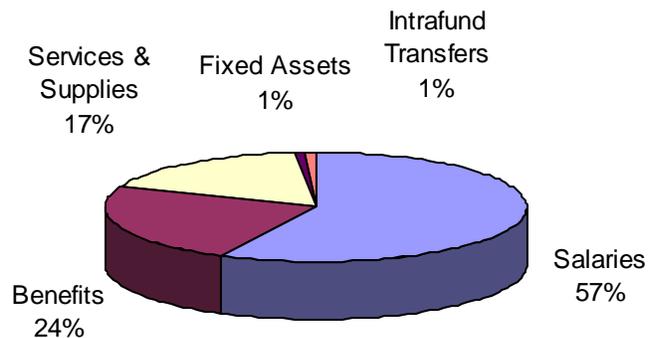
Operating Transfers (\$1,083,233): Includes revenue from special revenue funds to support the following programs – Title III, Search & Rescue (\$236,765), Livescan (\$217,107), Arrest Seizure software (\$130,000), and DNA Jail Bookings (\$100,000).

Net County Cost (\$42,441,086): The Department is primarily funded with discretionary General Fund tax revenue. These revenues are collected in Department 15 – General Fund Other Operations.

## Use of Funds

Salaries & Benefits (\$7,163,935): Primarily comprised of salaries (\$4,725,798), retirement (\$1,174,951) and health insurance (\$577,656).

Services & Supplies (\$683,761): Primarily comprised of insurance premium (\$130,943), medical & sobriety (\$53,866), professional services (\$50,000), vehicle rents (\$47,227), building rent & utilities (\$69,645), office expense (\$36,757), law books (\$33,828), fuel & transportation/travel (\$51,877), and jury & witness fees (\$29,100).



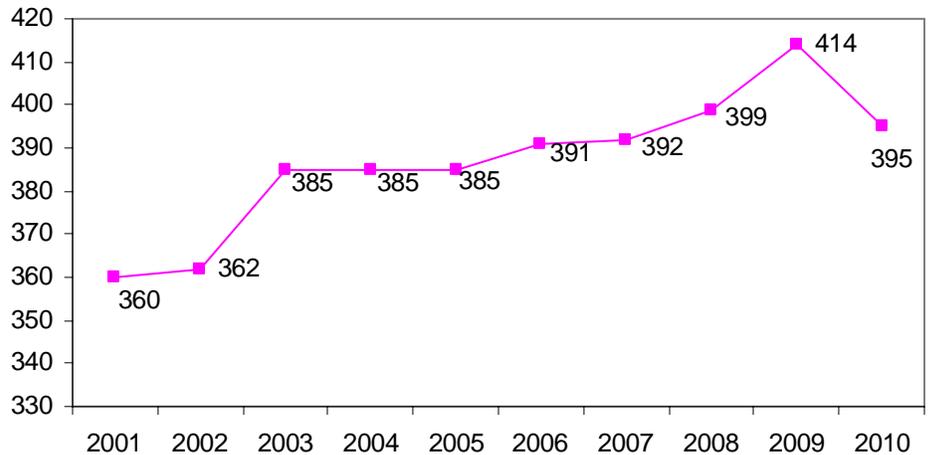
Fixed Assets (\$10,500): Includes replacement computer equipment.

Intra-fund Transfers (\$215,956): Includes charges from other departments for services such as network support (\$121,718), mainframe support (\$27,709), and telephone (\$33,151).

# SHERIFF

## Staffing Trend

Staffing for the Sheriff's Department over the past ten years has gone from 360.0 in FY2000-01 to 414.0 in FY2008-09. Staffing remained constant at 385.0 for three years between FY2002-03 and FY2004-05. Staffing reached a peak in FY2008-09 at 414.0, but was reduced during the fiscal year due to economic decline down to 395.0.



Staffing in Placerville is 318.0 and 77.0 in South Lake Tahoe.

## Chief Administrative Office Comments

The Proposed Budget for the Sheriff's department reflects staffing changes made during FY2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

Overall net county cost for the Sheriff's Department as proposed is \$2,849,577 less than FY2008-09. The Sheriff met the Department's requested target reduction and then exceeded the target by approximately \$700,000 in order to balance the overall general fund budget. In addition, this budget assumes the full value of the FY2009-10 10 day furlough of \$920,446.

The Sheriff's Department budget has been significantly impacted by revenue reductions for a net department reduction of \$1,660,210 from the FY2008-09 final approved budget. While there have been some increases in revenue and many decreases, the most significant area of reduction in revenue coming from the State is Proposition 172 revenue (1/2 cent Public Safety Sales Tax) which is reduced by \$1,768,113.

The budget includes \$152,500 in booking fee revenue coming from the State. This revenue source was not included in FY2008-09; however the State has re-established booking fee revenue in FY2009-10 so it has been included in the Sheriff's budget.

The proposed budget assumes \$500,000 of full year revenue from the Casino. Payments are scheduled to be made quarterly with the first payment of \$125,000 expected in July 2009.

The Sheriff's Department budget includes \$1.0 million in Rural County revenue. This revenue source was expected to be eliminated in FY2008-09; however, in February 2009 the Sheriff received their allocation and expects to receive an equal allocation in FY2009-10. Rural County funding is intended for projects that are one-time in nature. Therefore, the funding has been built into the Sheriff's budget with an equal offset which as been earmarked for the

## SHERIFF

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remodel of the Sheriff's Patrol facility on Fair Lane. In addition, general fund appropriations for this project were removed from the Capital Projects budget resulting in a savings for the general fund. The budget also includes a roll-over of \$200,000 in Rural County funding which is earmarked for the completion of the Automated Vehicle Location (AVL) and on-board camera system.

Total salaries reflect a net reduction of \$4,179,400. Of this reduction \$1,084,534 reflects the elimination of 17.5 FTE positions in FY 2008-09, nine of which were vacant Deputy Sheriff I/II positions. The Sheriff notes in his budget letter to the Chief Administrative Office that this budget does not include the fifth and final year of the Board of Supervisor's commitment to increase staffing by 3.0 FTE Deputy Sheriff and 2.0 Sergeant positions. In addition, the Department has reduced the use of overtime by \$358,130. Also important to note is that this budget reflects the first full year of savings resulting from the elimination of the 7% recruitment and retention stipend which results in a savings of \$1.2 million.

The Sheriff's personnel allocation includes 4.0 FTE Sheriff's Captains and 9.0 FTE Sheriff's Lieutenants. It should be noted that 1.0 FTE Captain and 1.0 FTE Lieutenant are unfunded in this budget based on the Sheriff's commitment to leave these two positions vacant for a period of two years following the acceptance of handshake opportunities offered in October 2008.

The Sheriff's Department has applied for a grant through Community Oriented Policing Services (COPS) under the COPS Hiring Recovery Program (CHRP). The COPS office will receive funds from the American Recovery and Reinvestment Act of 2009 for the purpose of creating and preserving jobs and to increase community policing capacity and crime prevention efforts. The grant request includes funding to offset the cost of 3.0 FTE Deputy II performing School Resource Officer (SRO) functions and 1.0 FTE Deputy II performing the Resident Deputy function in the Meeks Bay area of South Lake Tahoe. Without this funding these functions will be eliminated and those officers allocated to core patrol functions to fill vacancies. Follow up to this grant application will be brought forward in the addenda assuming that the County is successful in receiving grant funding.

The Sheriff's budget includes a salary reduction of \$920,446 for the recommended 10 day furlough that is planned for FY2009-10. The Sheriff has expressed significant concern regarding the ability to meet current levels of service while managing the furlough. Due to the Department operating on a 24/7 basis, only a small portion of staff would actually be able to take the furlough time off which would result in a salary off-set of approximately \$174,000. Remaining staff who work in the Jails, on Patrol, or in support of 24 hour operations would not be required to take the time off; therefore the Sheriff must absorb the value of the furlough equal to approximately \$746,446. In addition, the majority of the Sheriff's department staff would not be participating in the 7 day closure at Christmas due to the requirement to maintain 24 hour operations.

Funding from the California Multi-Jurisdictional Methamphetamine Enforcement Team Grant (Cal-MMET) is in question as of this writing. Should funding become available this funding will be adjusted in the addenda.

Jail Commissary (non General Fund) : The budget for the Jail Commissary is projected to increase by \$85,466 for a total budget of \$310,020. This budget is completely offset by revenue from the Inmate Welfare Trust account. There is no Net County Cost associated with this program.

# SHERIFF

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 24 SHERIFF

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	
					DIFFERENCE	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0110	PROP TAX: CURR UNSECURED	149,778	149,778	161,864	161,864	12,086
<b>CLASS: 01</b>	<b>REV: TAXES</b>	149,778	149,778	161,864	161,864	12,086
0260	OTHER LICENSE & PERMITS	1,300	1,300	1,500	2,200	900
0274	PERMIT: ALARM	102,864	102,864	78,000	88,000	-14,864
0275	PERMIT: CARRY CONCEALED WEAPON	9,000	9,000	5,000	5,000	-4,000
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	113,164	113,164	84,500	95,200	-17,964
0300	VEHICLE CODE: FINES	38,600	38,600	38,600	38,600	0
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp; PENALTIES</b>	38,600	38,600	38,600	38,600	0
0422	RENT: MISCELLANEOUS	0	0	4,200	4,200	4,200
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	0	0	4,200	4,200	4,200
0542	ST: VEHICLE ABATEMENT SURCHARGE	90,000	90,000	90,000	90,000	0
0660	ST: MENTAL HEALTH	13,832	43,182	0	0	-43,182
0860	ST: PUBLIC SAFETY SALES TAX	6,283,229	7,420,254	6,283,229	5,652,141	-1,768,113
0880	ST: OTHER	864,279	788,021	1,203,800	1,203,800	415,779
0883	ST: POST - PEACE OFFICERS TRAINING PRGM	100,000	100,000	100,000	100,000	0
0900	ST: BOATING & WATERWAYS	349,546	319,546	319,546	319,546	0
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	7,700,886	8,761,003	7,996,575	7,365,487	-1,395,516
1100	FED: OTHER	1,011,238	542,693	477,717	477,717	-64,976
1121	FED: SCAAP - ST CRIMINAL ALIEN ASST	103,425	85,739	103,425	103,425	17,686
<b>CLASS: 10</b>	<b>REV: FEDERAL INTERGOVERNMENTAL</b>	1,114,663	628,432	581,142	581,142	-47,290
1200	REV: OTHER GOVERNMENTAL AGENCIES	37,477	72,477	72,830	72,830	353
1207	REV: SHINGLE SPRINGS RANCHERIA	0	500,000	500,000	500,000	0
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	37,477	572,477	572,830	572,830	353
1340	COMMUNICATION SERVICES	36,000	36,000	36,000	36,000	0
1490	CIVIL PROCESS SERVICES	55,000	55,000	45,000	55,000	0
1508	COURT: BOOKING FEE	0	0	152,500	152,500	152,500
1540	ESTATE FEES	50,000	50,000	40,000	40,000	-10,000
1580	LAW ENFORCEMENT: SERVICES	65,000	65,000	28,875	28,875	-36,125
1581	LAW ENFORCEMENT: USFS -US FOREST	46,000	46,000	46,000	46,000	0
1582	LAW ENFORCEMENT: FINGERPRINTING	40,000	40,000	40,000	40,000	0
1583	LAW ENFORCEMENT: VEHICLE ABATEMENT	20,000	20,000	20,000	20,000	0
1680	INSTITUTIONAL CARE & SERVICES	2,500	2,500	2,500	2,500	0
1681	PRISONER: HOLDS STATE & FEDERAL	50,000	50,000	50,000	50,000	0
1740	CHARGES FOR SERVICES	65,290	65,290	40,320	40,320	-24,970
1742	MISC: COPY FEES	10,000	10,000	9,000	9,000	-1,000
1748	WEEKENDER: IN CUSTODY WORK PROGRAM	11,950	11,950	7,400	11,850	-100
1749	WEEKENDER: WORK PROGRAM	89,200	89,200	92,000	92,000	2,800
1771	SUPERIOR COURT SERVICES	2,527,961	2,527,961	2,164,003	2,164,003	-363,958
1800	INTERFND REV: SERVICE BETWEEN FUND	1,200	1,200	1,200	1,200	0
1802	INTERFND REV: RADIO EQUIPMENT &	38,200	38,200	5,000	5,000	-33,200

# SHERIFF

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## Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 24 SHERIFF

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	3,108,301	3,108,301	2,779,798	2,794,248	-314,053
1920	OTHER SALES	6,000	6,000	6,000	6,000	0
1940	MISC: REVENUE	3,800	3,800	3,600	3,600	-200
1943	MISC: DONATION	6,000	5,500	3,000	3,000	-2,500
1951	ADVERTISING	16,000	16,000	16,000	16,000	0
1952	UNCLAIMED CASH	1,000	1,000	0	0	-1,000
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	32,800	32,300	28,600	28,600	-3,700
2020	OPERATING TRANSFERS IN	985,762	981,559	909,123	1,083,233	101,674
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	985,762	981,559	909,123	1,083,233	101,674
<b>TYPE: R SUBTOTAL</b>		13,281,431	14,385,614	13,157,232	12,725,404	-1,660,210

# SHERIFF

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 24 SHERIFF

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	
					DIFFERENCE	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	24,919,058	26,465,587	27,381,395	25,381,053	-1,084,534
3001	TEMPORARY EMPLOYEES	70,161	125,111	320,679	320,679	195,568
3002	OVERTIME	4,071,025	4,024,170	4,024,170	3,666,040	-358,130
3003	STANDBY PAY	117,453	117,453	82,500	82,500	-34,953
3004	OTHER COMPENSATION	1,688,488	1,705,352	443,885	437,215	-1,268,137
3005	TAHOE DIFFERENTIAL	196,800	199,199	191,999	182,399	-16,800
3006	BILINGUAL PAY	36,140	36,140	39,260	39,260	3,120
3007	HAZARD PAY	53,320	53,320	51,656	51,656	-1,664
3020	RETIREMENT EMPLOYER SHARE	8,221,893	8,349,525	8,211,227	8,091,443	-258,082
3022	MEDI CARE EMPLOYER SHARE	444,425	450,985	438,454	432,694	-18,290
3040	HEALTH INSURANCE EMPLOYER SHARE	3,928,257	4,048,003	3,692,221	3,649,218	-398,785
3041	UNEMPLOYMENT INSURANCE EMPLOYER	91,893	95,140	195,040	192,419	97,279
3042	LONG TERM DISABILITY EMPLOYER SHARE	47,513	48,119	45,853	45,664	-2,456
3043	DEFERRED COMPENSATION EMPLOYER	80,729	80,729	77,799	77,799	-2,930
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	1,158,055	1,158,055	309,138	286,628	-871,427
3060	WORKERS' COMPENSATION EMPLOYER	1,230,112	1,230,112	1,230,112	1,120,932	-109,180
3080	FLEXIBLE BENEFITS	875,853	894,411	860,844	844,412	-49,999
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	47,231,175	49,081,410	47,596,233	44,902,010	-4,179,400
4020	CLOTHING & PERSONAL SUPPLIES	168,352	149,352	174,397	174,397	25,045
4040	TELEPHONE COMPANY VENDOR PAYMENTS	140,000	140,000	165,639	164,139	24,139
4041	COUNTY PASS THRU TELEPHONE CHARGES	30,000	30,000	23,508	22,983	-7,017
4060	FOOD AND FOOD PRODUCTS	750,958	750,958	894,631	894,631	143,673
4080	HOUSEHOLD EXPENSE	108,365	108,365	120,615	120,615	12,250
4082	HOUSEHOLD EXP: OTHER	23,340	23,340	27,440	27,440	4,100
4083	LAUNDRY	20,850	20,850	20,750	20,750	-100
4085	REFUSE DISPOSAL	54,366	54,366	43,779	43,779	-10,587
4086	JANITORIAL / CUSTODIAL SERVICES	20,164	20,164	23,272	23,272	3,108
4087	EXTERMINATION / FUMIGATION SERVICES	200	200	160	160	-40
4100	INSURANCE: PREMIUM	546,467	546,467	552,529	1,051,147	504,680
4101	INSURANCE: ADDITIONAL LIABILITY	3,000	3,000	1,000	1,000	-2,000
4140	MAINT: EQUIPMENT	192,583	187,583	164,332	164,332	-23,251
4141	MAINT: OFFICE EQUIPMENT	3,255	3,255	2,619	2,619	-636
4142	MAINT: TELEPHONE / RADIO	16,012	16,012	16,035	16,035	23
4143	MAINT: SERVICE CONTRACT	40,053	39,475	8,500	8,500	-30,975
4145	MAINTENANCE: EQUIPMENT PARTS	15,000	15,000	15,346	15,346	346
4160	VEH MAINT: SERVICE CONTRACT	2,700	2,700	2,160	2,160	-540
4161	VEH MAINT: PARTS DIRECT CHARGE	250	250	225	225	-25
4162	VEH MAINT: SUPPLIES	11,565	11,565	7,547	7,547	-4,018
4164	VEH MAINT: TIRE & TUBES	1,250	1,250	1,250	1,250	0
4180	MAINT: BUILDING & IMPROVEMENTS	128,710	111,024	1,103,856	1,103,856	992,832
4183	MAINT: GROUNDS	6,000	6,000	6,000	6,000	0

# SHERIFF

## Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 24 SHERIFF

	CURRENT YR		CAO		
	MID-YEAR PROJECTION	APPROVED BUDGET	DEPARTMENT REQUEST	RECOMMENDED BUDGET	DIFFERENCE
4200 MEDICAL, DENTAL & LABORATORY SUPPLIES	4,100	4,100	4,100	4,100	0
4220 MEMBERSHIPS	10,591	10,591	10,240	10,140	-451
4221 MEMBERSHIPS: LEGISLATIVE ADVOCACY	5,075	5,075	6,200	6,200	1,125
4260 OFFICE EXPENSE	77,386	77,386	83,541	83,381	5,995
4261 POSTAGE	29,845	29,845	31,177	31,177	1,332
4262 SOFTWARE	49,627	49,627	154,606	154,606	104,979
4263 SUBSCRIPTION / NEWSPAPER / JOURNALS	8,285	8,285	7,078	7,078	-1,208
4264 BOOKS / MANUALS	3,470	3,470	3,478	3,478	8
4265 LAW BOOKS	5,055	5,055	4,394	4,394	-661
4266 PRINTING / DUPLICATING SERVICES	6,865	6,865	5,825	5,825	-1,040
4300 PROFESSIONAL & SPECIALIZED SERVICES	343,044	347,944	365,726	365,726	17,782
4308 EXTERNAL DATA PROCESSING SERVICES	61,607	7,680	105,464	83,144	75,464
4320 VERBATIM: TRANSCRIPTION	1,000	1,000	2,000	2,000	1,000
4322 MEDICAL & SOBRIETY EXAMINATIONS	500	500	400	400	-100
4323 PSYCHIATRIC MEDICAL SERVICES	10,000	18,000	14,400	14,400	-3,600
4324 MEDICAL,DENTAL,LAB & AMBULANCE SRV	318,042	318,042	280,882	280,882	-37,160
4334 FIRE PREVENTION & INSPECTION	6,009	6,009	6,145	6,145	136
4420 RENT & LEASE: EQUIPMENT	98,328	98,328	100,451	100,201	1,873
4421 RENT & LEASE: SECURITY SYSTEM	1,200	1,200	400	400	-800
4440 RENT & LEASE: BUILDING & IMPROVEMENTS	398,694	398,694	394,064	394,064	-4,630
4460 EQUIP: SMALL TOOLS & INSTRUMENTS	87,352	87,352	79,241	79,241	-8,111
4461 EQUIP: MINOR	183,179	183,179	97,133	96,683	-86,496
4462 EQUIP: COMPUTER	970,052	969,052	360,200	273,400	-695,652
4463 EQUIP: TELEPHONE & RADIO	57,185	53,675	32,559	32,559	-21,116
4464 EQUIP: LAW ENFORCEMENT	106,017	106,017	77,171	76,746	-29,271
4465 EQUIP: VEHICLE	139,871	139,871	84,749	84,749	-55,122
4500 SPECIAL DEPT EXPENSE	184,609	248,427	111,017	111,017	-137,410
4502 EDUCATIONAL MATERIALS	150	150	150	150	0
4503 STAFF DEVELOPMENT	187,992	187,992	37,100	37,100	-150,892
4505 SB924: TRANSPORTATION & TRAVEL	58,000	58,000	58,000	58,000	0
4506 FILM DEVELOPMENT & PHOTOGRAPHY	4,510	4,510	3,610	3,610	-900
4509 DETECTIVE EXPENSE	40,000	40,000	0	0	-40,000
4529 SOFTWARE LICENSE	144,766	142,141	145,934	145,934	3,793
4534 AMMUNITION	162,713	162,713	132,600	132,600	-30,113
4600 TRANSPORTATION & TRAVEL	543,994	543,994	220,219	220,219	-323,775
4601 VOLUNTEER: TRANSPORTATION & TRAVEL	550	550	300	300	-250
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	50,273	50,273	23,492	23,492	-26,781
4605 RENT & LEASE: VEHICLE	1,051,143	1,250,574	1,250,574	1,250,574	0
4606 FUEL PURCHASES	628,079	628,079	579,014	579,014	-49,065
4620 UTILITIES	620,140	620,140	724,118	724,118	103,978
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>8,942,737</b>	<b>9,115,560</b>	<b>8,973,342</b>	<b>9,359,430</b>	<b>243,870</b>
5240 CONTRIB: NON-CNTY GOVERNMENTAL	245,000	64,000	15,314	15,314	-48,686
5300 INTERFND: SERVICE BETWEEN FUND TYPES	8,280	8,280	1,362	1,362	-6,918
5317 INTERFND: DETENTION MEDICAL	23,319	23,319	28,319	28,319	5,000

# SHERIFF

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 24 SHERIFF

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	276,599	95,599	44,995	44,995	-50,604
6025	LEASEHOLD IMPROVEMENTS	24,500	0	0	0	0
6040	FIXED ASSET: EQUIPMENT	578,894	339,310	289,090	262,490	-76,820
6042	FIXED ASSET: COMPUTER SYSTEM EQUIP	480,829	421,658	109,800	109,800	-311,858
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	1,084,223	760,968	398,890	372,290	-388,678
7001	OPERATING TRANSFERS OUT: FLEET	104,000	104,000	0	0	-104,000
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	104,000	104,000	0	0	-104,000
7200	INTRAFUND TRANSFERS: ONLY GENERAL	10,700	10,700	20,400	20,400	9,700
7210	INTRAFND: COLLECTIONS	1,812	1,812	1,600	1,600	-212
7220	INTRAFND: TELEPHONE EQUIPMENT &	163,567	163,567	181,328	179,768	16,201
7223	INTRAFND: MAIL SERVICE	7,052	7,052	4,992	4,106	-2,946
7224	INTRAFND: STORES SUPPORT	25,123	25,123	24,369	20,179	-4,944
7225	INTRAFND: CENTRAL DUPLICATING	19,999	19,999	24,015	24,015	4,016
7226	INTRAFND: LEASE ADMINISTRATION FEE	5,296	5,296	5,740	5,740	444
7227	INTRAFND: MAINFRAME SUPPORT	119,287	119,287	119,287	132,146	12,859
7228	INTRAFND: INTERNET CONNECT CHARGE	0	53,927	0	0	-53,927
7229	INTRAFND: PC SUPPORT	2,750	2,750	2,250	2,250	-500
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	120,761	55,300	55,000	55,000	-300
7234	INTRAFND: NETWORK SUPPORT	53,927	53,927	53,927	47,560	-6,367
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	530,274	518,740	492,908	492,764	-25,976
7355	INTRFND ABATEMENTS: RADIO EQUIP & SUP	0	0	-5,000	-5,000	-5,000
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	0	0	-5,000	-5,000	-5,000
<b>TYPE: E SUBTOTAL</b>		58,169,007	59,676,277	57,501,368	55,166,490	-4,509,787
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	44,887,576	45,290,663	44,344,136	42,441,086	-2,849,577

# SHERIFF

## Financial Information by Fund Type

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

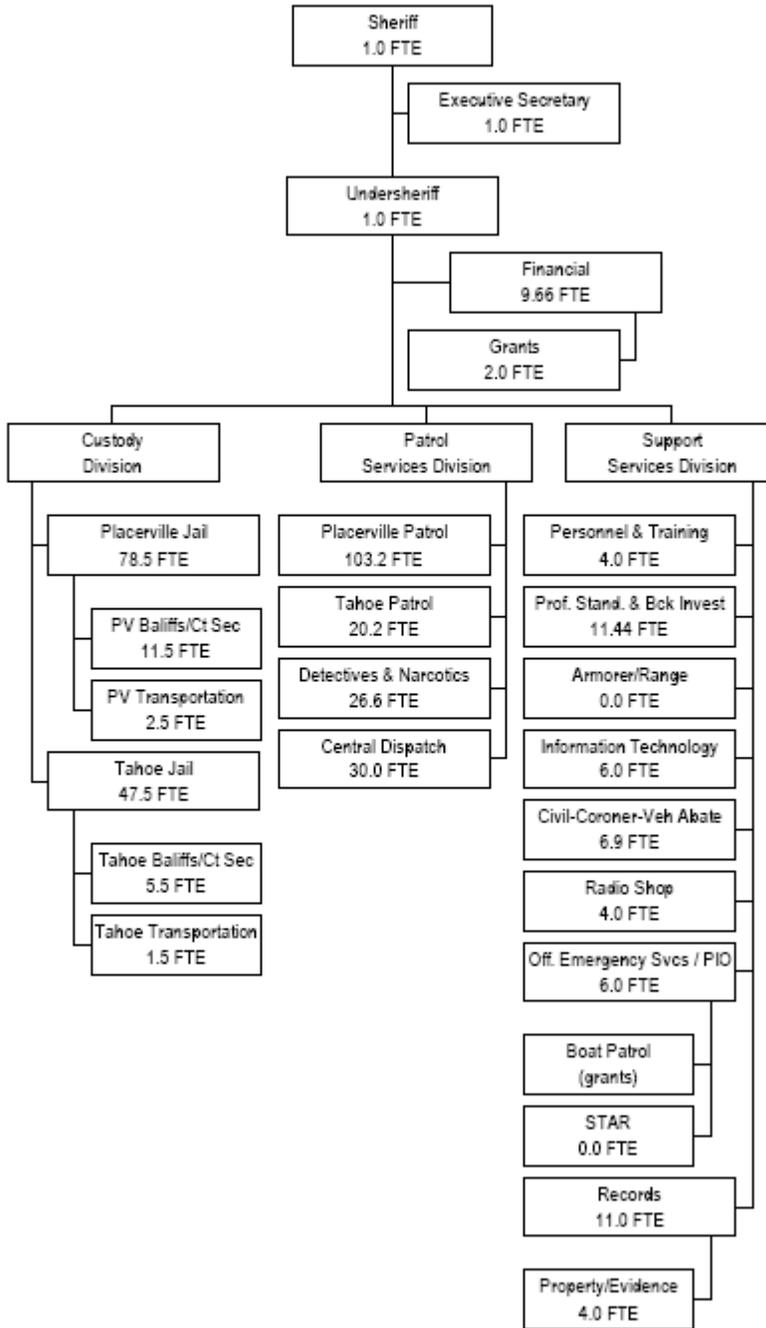
		CURRENT YR		CAO	
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED
		PROJECTION	BUDGET	REQUEST	BUDGET
					DIFFERENCE
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
1944	INMATE WELFARE TRUST	224,554	224,554	310,020	310,020
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	224,554	224,554	310,020	310,020
<b>TYPE: R SUBTOTAL</b>		224,554	224,554	310,020	310,020
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
4020	CLOTHING & PERSONAL SUPPLIES	7,300	7,300	10,375	10,375
4080	HOUSEHOLD EXPENSE	400	400	0	0
4140	MAINT: EQUIPMENT	1,100	1,100	0	0
4180	MAINT: BUILDING & IMPROVEMENTS	1,000	1,000	0	0
4260	OFFICE EXPENSE	2,000	2,000	120	120
4261	POSTAGE	2,100	2,100	2,200	2,200
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	100	100	0	0
4264	BOOKS / MANUALS	800	800	1,000	1,000
4265	LAW BOOKS	1,150	1,150	150	150
4266	PRINTING / DUPLICATING SERVICES	500	500	0	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	56,679	56,679	42,300	42,300
4420	RENT & LEASE: EQUIPMENT	6,500	6,500	3,600	3,600
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	1,000	1,000	2,275	2,275
4461	EQUIP: MINOR	2,825	2,825	2,000	2,000
4500	SPECIAL DEPT EXPENSE	136,000	136,000	246,000	246,000
4503	STAFF DEVELOPMENT	2,000	2,000	0	0
4600	TRANSPORTATION & TRAVEL	1,750	1,750	0	0
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	350	350	0	0
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	223,554	223,554	310,020	310,020
7225	INTRAFND: CENTRAL DUPLICATING	1,000	1,000	0	0
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	1,000	1,000	0	0
<b>TYPE: E SUBTOTAL</b>		224,554	224,554	310,020	310,020
<b>FUND TYPE: 11</b>	<b>SUBTOTAL</b>	0	0	0	0
<b>DEPARTMENT: 24</b>	<b>SUBTOTAL</b>	44,887,576	45,290,663	44,344,136	42,441,086

## SHERIFF

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Sheriff/Public Administrator/Coroner	1.00	1.00	1.00	0.00
Adminstrative Service Officer	1.00	1.00	1.00	0.00
Assistant Public Administrator	1.00	1.00	1.00	0.00
Community Services Officer	10.00	10.00	10.00	0.00
Correctional Cook	6.00	6.00	6.00	0.00
Correctional Food Services Supervisor	2.00	2.00	2.00	0.00
Correctional Lieutenant	2.00	2.00	2.00	0.00
Correctional Officer I/II	87.00	87.00	87.00	0.00
Correctional Sergeant	13.00	13.00	13.00	0.00
Crime Analyst	1.00	1.00	1.00	0.00
Department Analyst I/II	1.00	1.00	1.00	0.00
Department Systems Analyst	5.00	5.00	5.00	0.00
Deputy Sheriff I/II	146.00	146.00	146.00	0.00
Detention Aide	4.00	4.00	4.00	0.00
Fiscal Administrative Manager	1.00	1.00	1.00	0.00
Manager of Public Safety Dispatch	1.00	1.00	1.00	0.00
Property/Evidence Technician	4.00	4.00	4.00	0.00
Public Safety Dispatcher I/II	18.00	18.00	18.00	0.00
Radio Maintenance Technician	3.00	3.00	3.00	0.00
Sheriff's Captain	4.00	4.00	4.00	0.00
Sheriff's Communication Manager	1.00	1.00	1.00	0.00
Sheriff's Executive Secretary	1.00	1.00	1.00	0.00
Sheriff's Fiscal Technician	6.00	6.00	6.00	0.00
Sheriff's Lieutenant	9.00	9.00	9.00	0.00
Sheriff's Records Manager	1.00	1.00	1.00	0.00
Sheriff's Records Supervisor	1.00	1.00	1.00	0.00
Sheriff's Sergeant	27.00	27.00	27.00	0.00
Sheriff's Technician I/II	20.00	20.00	20.00	0.00
Sheriff's Technology Manager	1.00	1.00	1.00	0.00
Sheriff's Training Coordinator	1.00	1.00	1.00	0.00
Sr. Public Safety Dispatcher	5.00	5.00	5.00	0.00
Sr. Sheriff's Technician	4.00	4.00	4.00	0.00
Supervising Public Safety Dispatcher	5.00	5.00	5.00	0.00
Undersheriff	1.00	1.00	1.00	0.00
Work Program Officer	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>395.00</b>	<b>395.00</b>	<b>395.00</b>	<b>0.00</b>

# SHERIFF

Organizational Chart Sheriff's Office - Proposed FY 2009/2010



# SHERIFF

## Ten Year History

	<b>00/01</b>	<b>01/02</b>	<b>02/03</b>	<b>03/04</b>	<b>04/05</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
Salaries	17,610,074	19,518,877	20,754,208	21,242,214	21,804,766
Benefits	4,293,845	5,920,322	7,056,704	10,713,684	12,806,843
Services & Supplies	4,933,331	4,702,701	5,058,322	3,844,041	5,330,882
Other Charges	1,148,509	1,207,870	1,041,787	1,181,977	1,407,393
Fixed Assets	422,638	461,515	382,378	718,511	411,579
Operating Transfers	-	426,980	-	-	99,415
Intrafund Transfers	582,069	681,876	507,929	443,003	432,394
<b>Total Appropriations</b>	<b>28,990,466</b>	<b>32,920,141</b>	<b>34,801,328</b>	<b>38,143,430</b>	<b>42,293,272</b>
Taxes	83,409	83,460	64,507	61,241	72,788
Licenses, Permits	61,866	66,841	66,721	100,647	102,782
Fines, Forfeitures	65,195	114,189	120,600	176,033	63,171
Use of Money	1,034	9,735	1,883	825	-
State	5,627,029	6,512,702	6,343,333	6,051,849	6,606,144
Federal	707,888	790,794	594,855	1,227,413	580,448
Other Governmental	4,871	40,728	39,945	71,545	102,335
Charges for Service	1,920,695	2,276,976	2,141,581	2,017,754	2,103,839
Misc.	76,153	148,292	185,937	176,714	33,343
Other Financing Sources	-	307,644	296,531	342,107	1,819,823
<b>Total Revenue</b>	<b>8,548,140</b>	<b>10,351,361</b>	<b>9,855,893</b>	<b>10,226,128</b>	<b>11,484,673</b>
<b>NCC</b>	<b>20,442,326</b>	<b>22,568,780</b>	<b>24,945,435</b>	<b>27,917,302</b>	<b>30,808,599</b>
<b>FTE's</b>	<b>360</b>	<b>362</b>	<b>385</b>	<b>385</b>	<b>385</b>

## SHERIFF

	<b>05/06</b>	<b>06/07</b>	<b>07/08</b>	<b>08/09</b>	<b>09/10</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
Salaries	24,671,800	27,765,516	29,782,422	30,328,734	31,728,379
Benefits	13,749,476	13,671,568	14,480,338	16,859,094	13,173,631
Services & Supplies	6,183,957	6,885,699	7,188,798	8,376,738	9,359,430
Other Charges	1,662,711	217,980	142,908	276,599	44,995
Fixed Assets	589,492	738,080	741,473	1,084,223	372,290
Operating Transfers	-	96,049	69,433	104,000	-
Intrafund Transfers	626,155	628,412	635,751	530,274	487,764
<b>Total Appropriations</b>	<b>47,483,591</b>	<b>50,003,304</b>	<b>53,041,123</b>	<b>57,559,662</b>	<b>55,166,489</b>
Taxes	103,211	114,412	126,945	149,778	161,864
Licenses, Permits	114,859	131,418	118,761	125,164	95,200
Fines, Forfeitures	64,936	40,945	39,621	38,600	38,600
Use of Money	31		6,650	-	4,200
State	7,975,787	8,281,036	7,693,928	7,700,886	7,365,487
Federal	660,472	1,131,162	594,889	1,114,663	581,142
Other Governmental	157,183	71,619	322,742	37,477	572,830
Charges for Service	2,394,552	2,465,515	2,754,643	3,108,301	2,794,248
Misc.	39,062	66,188	10,002	150,924	28,600
Other Financing Sources	2,831,657	912,317	1,177,324	1,235,762	1,083,233
<b>Total Revenue</b>	<b>14,341,750</b>	<b>13,214,612</b>	<b>12,845,505</b>	<b>13,661,555</b>	<b>12,725,404</b>
<b>NCC</b>	<b>33,141,841</b>	<b>36,788,692</b>	<b>40,195,618</b>	<b>43,898,107</b>	<b>42,441,085</b>
<b>FTE's</b>	<b>391</b>	<b>392</b>	<b>399</b>	<b>414</b>	<b>395</b>

# SHERIFF

<b>10 Year Variance</b>		
	<b>\$ Change</b>	<b>% Change</b>
Salaries	14,118,305	80%
Benefits	8,879,786	207%
Services & Supplies	4,426,099	90%
Other Charges	(1,103,514)	-96%
Fixed Assets	(50,348)	-12%
Operating Transfers	-	N/A
Intrafund Transfers	(94,305)	-16%
<b>Total Appropriations</b>	<b>26,176,023</b>	<b>90%</b>
Taxes	78,455	94%
Licenses, Permits	33,334	54%
Fines, Forfeitures	(26,595)	-41%
Use of Money	3,166	306%
State	1,738,458	31%
Federal	(126,746)	-18%
Other Governmental	567,959	11660%
Charges for Service	873,553	45%
Misc.	(47,553)	-62%
Other Financing Sources	1,083,233	N/A
<b>Total Revenue</b>	<b>4,177,264</b>	<b>49%</b>
<b>NCC</b>	<b>21,998,759</b>	<b>108%</b>
<b>FTE's</b>	<b>36</b>	<b>10%</b>

## Notes

Areas affecting overall salaries & benefits over past ten years include:  
 Safety Retirement  
 Health Insurance Increases  
 Retiree Health Contributions  
 7% Stipend

# PROBATION

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## Mission

The Mission of the Probation Department is to promote the health and safety of El Dorado County by conducting investigations for the Court, enforcing Court Orders, ensuring victims rights, engaging in prevention partnerships, and facilitating the re-socialization of offenders, while maintaining integrity and professionalism.

## Program Summaries

### **Administration:**

**Positions: 6.0 FTE**

**Extra Help: \$0**

**Overtime: \$ 10,701**

**Total Appropriations: \$1,827,868**

**Total Revenues: \$109,380**

**Net County Cost: \$1,718,488**

**Department Furlough Value: \$229,455**

Plan, organize and direct the Probation Department's functions. Provide policy and procedure direction. Provide overall responsibility for department budget development, review and administration. Provide all Department IT related services including law enforcement data systems support, desktop support, and network support. Provide Internal Investigations. Provide day-to-day management activities within assigned divisions.

**Revenue** includes Automation Special Revenue Fund (SRF) transfer for Probation law enforcement data system. This revenue is one-time.

### **Operations/Support Services:**

**Positions: 17.0 FTE**

**Extra Help: \$43,710**

**Overtime: \$17,861**

**Total Appropriations: \$1,271,524**

**Total Revenues: \$10,750**

**Net County Cost: \$1,260,774**

### **Fiscal/Personnel Services:**

Provide fiscal support to all divisions within the Department. Fiscal support includes revenue collection, victim restitution distribution and tracking, billing, grant/special revenue claiming and administration, auditing, accounts payable, purchasing, payroll processing, all personnel related activities, records management, coordinating mandated training programs and staff development activities.

### **West Slope (WS) Clerical Support Services:**

Provide all clerical support functions within the WS Probation Division (Main Office) to include preparation of various legal and Court documents, Court filings, update law enforcement data systems, front reception, and records management. The higher level position in this unit processes all Department contracts and Board of Supervisor agenda items.

### **South Lake Tahoe (SLT) Clerical Support Services:**

Provide all clerical support functions within the SLT Probation Division to include preparation of various legal and Court documents, Court filings, update law enforcement data systems, front reception, and records management. In addition, prepares off-site deposits of revenue collected, office operational activities (order supplies, coordinate equipment repairs, coordinate

## **PROBATION**

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various work order requests). The higher level position in this unit supports the Manager in the SLT Probation division.

**Revenues** include 10% administrative fees for victim restitution distribution and tracking; and returned check (NSF) fees. Both revenues are considered on-going.

**Extra Help** is utilized in the fiscal/personnel unit of the Department. A vacant Administrative Technician is being filled with a part-time extra help position to support personnel activities within the Department. Due to reductions in hiring, the Department believes this extra help position will meet their needs during the upcoming fiscal year. Funding for this position is supported by the vacant position. Another part-time extra help position is utilized in the fiscal unit to work in the collections unit and coordinate referrals to County Collections. This position will also be utilized to implement the fiscal module of the new law enforcement data system in the Department.

### **Juvenile Probation Services:**

**Positions: 23.0 FTE**

**Extra Help: \$0**

**Overtime: \$29,565**

**Total Appropriations: \$2,228,284**

**Total Revenues: \$1,314,940**

**Net County Cost: \$913,344**

The Juvenile Probation Services divisions (16.0 FTE in Placerville and 7.0 FTE in So. Lake Tahoe) provides Countywide community supervision of juvenile offenders, and provides investigations and reports regarding offenders to the Superior Court. Currently, the units supervise 388 felony and 325 misdemeanor juvenile offenders. Activities in the divisions include supervision, intake services, court services, electronic house arrest, juvenile court work program, Teen Court, Juvenile Drug Court, Probation services at local High Schools, enforcement of Court orders, placement services, and broker of community services.

**Revenues** include Public Safety Sales Tax; State funded programs such as the Youthful Offender Block Grant and Juvenile Justice Crime Prevention Act (JJCPA); State Sales Tax Realignment; Federal Title IV-E claiming for foster care administrative activities; and Group Home visits funded by SB933. At this time, all revenues are considered on-going, however, the State budget crisis could impact many of the revenues listed.

### **Adult Probation Services:**

**Positions: 22.0 FTE**

**Extra Help: \$50,600**

**Overtime: \$ 19,000**

**Total Appropriations: \$2,072,285**

**Total Revenues: \$772,850**

**Net County Cost: \$1,299,435**

The Adult Probation Services divisions provide Countywide community supervision of adult offenders, and provides investigations and reports regarding offenders to the Superior Court. Currently, the units supervise 1519 felony and 386 misdemeanor adult offenders. Activities in this division include adult probation supervision, Court services and investigations, electronic house arrest, Proposition 36 Court Drug Court, Domestic Violence Court, DUI Court, enforcement of orders, and broker of community services.

**Revenues** include Public Safety Sales Tax; Adult Probation fees such as supervision and testing fees; DNA related activities; Prop. 36 Drug Court. At this time, all revenues are considered on-going. The collection of State sales tax could affect the amount projected in this budget proposal. The Department has included the most recent reduction as identified by the

## **PROBATION**

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Auditor's Office and recommended by the CAO. The continuation of Proposition 36 Drug Court funding beyond FY 2009/10 is unknown at this time and may be at risk in FY2009/10 as this program appears to be eliminated as of the Governor's May Revise.

**Extra Help** is needed in Adult Probation Services as a result of an increased adult probation caseload from 179 per Deputy Probation Officer in 2007/08 to 236 in 2008/09. There is no relief factor to cover workloads for mandated training, illness, medical leaves and vacation.

A part-time extra help Deputy Probation Officer is utilized to monitor 260 out-of county and low risk probationers. Part of the responsibilities of this position is the collection of restitution, fines and fees. A part-time extra help Deputy Probation Officer is also utilized in the Proposition 36 Drug Court program which is funded by the State and administered by Public Health. The Proposition 36 Drug Court program in El Dorado County has made outstanding accomplishments and is recognized nationally for its successful program model and outcome measures.

**Juvenile Detention Facilities:**

**Positions: 53.5 FTE**

**Extra Help: \$255,000**

**Overtime: \$175,000**

**Total Appropriations: \$5,383,352**

**Total Revenues: \$735,900**

**Net County Cost: \$4,647,452**

Operation of two (2) 40-bed secure, juvenile detention facilities for juveniles awaiting adjudication of criminal charges, and those serving court-ordered sentences. They provide mandated services and treatment programs to incarcerated youth and the SLT facility houses the El Dorado County Juvenile Ranch Commitment Program (Challenge). Facilities must comply with State regulations concerning staffing levels, (i.e., staff-to-juvenile ratio), care and custody programming, housing accommodations, facility maintenance, and custody transports to court and out of County institutions.

**Revenues** include State Juvenile and Probation Camp Funding (JPCF); Contract County detention reimbursement; Parental reimbursement for juvenile detention (WIC 903); and Live Scan funding for related activities. All of the revenues included in this division are considered on-going at this time. It is unknown if State funding for JPCF will continue with the State budget crisis looming.

**Extra Help** employees in these divisions include the positions of Deputy Probation Officer Institutions, Correctional Cooks and Transport Officer.

The Probation Department is responsible for the daily operation of two (2) juvenile detention facilities (JDF's) in El Dorado County. One 40-bed facility is located on the West Slope and is referred to as the Juvenile Hall. The other 40-bed facility is located on the East Slope and is referred to as the SLT Juvenile Treatment Center (JTC). Juvenile Detention Facilities throughout the State of California fall under the oversight of the California Department of Corrections and Rehabilitation (CDCR) and the Corrections Standards Authority (CSA;). This agency follows the California Code of Regulations, Title 15 and 24, to ensure county juvenile facilities meet minimum operating standards. Under Title 15, Section 1321 Staffing, there are minimum standards regarding the level of staffing required to supervise minors within the institution. Under subsection (l) Juvenile Halls, it states the following:

## **PROBATION**

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- During the hours that minors are awake, one wide-awake child supervision staff member on duty for each 10 minors in detention

Historically, El Dorado County has taken the approach to staff the Juvenile Detention Facilities with extra help to cover shifts when permanent staff are off work as a result of mandated STC training, break-in shifts, vacation, sick leave, holidays, FMLA leave, and increases in minor population over “staffed” capacity. The only other way to accomplish coverage of these shifts would be to apply a standard relief factor to each position. For Probation, using a factor of 1.5, this would mean the addition of approximately 18 permanent staff to accomplish what is currently being covered by extra help. The other alternative would be the exclusive use of overtime; however, this would create a hardship for staff that would be continually called upon to work additional shifts on a routine basis. The exclusive use of overtime would also require an increase in budget appropriations to meet minimum staffing requirements.

Though permanent staff would be a viable option for the institutions, it would mean a request to increase staffing levels at a much higher cost. The advantage of using extra help staff is to only cover specific vacant shifts. With permanent relief factor (roving positions) shifts are filled whether there is a need or not, again, increasing the overall cost of operations. Extra help is only used to meet minimum staffing ratios.

Extra Help Deputy Probation Officer - Institutions performs all duties associated with the permanent position to include supervise minors in the facility, physically restrain minors for the purpose of detention, oral and written communication, transport/search minors housed in a juvenile facility, counseling/casework, oversight of housekeeping, computer data entry into case management database, and miscellaneous duties as required. These positions are mission critical as they cover vacant shifts in the juvenile detention facility. Without these positions, the staff to minor ratio as listed above under the California Code of Regulations, Title 15 would not be met.

The Extra Help Correctional Cooks perform all duties associated with the permanent position to include supervising minors in the kitchen/dining area, preparing and serving meals, preparing menus, maintaining kitchen and equipment and keeping both clean and sanitary, accepting and storing food and supplies, and assisting with inventory and ordering. The extra help Correctional Cook positions are mission critical as they cover vacant shifts in the juvenile detention facilities. Without these positions, Deputy Probation Officers would be preparing and serving meals, working out of classification, at twice the rate of pay and the California Code of Regulations, Title 15 would not be met.

The Placerville Juvenile Hall has one Extra Help Transportation Officer that transports all minors to court appearances as mandated. This Training Officer is also utilized to transport minors for emergency medical treatment as authorized by the medical provider (California Forensic Medical Group), and transport minors to out of County commitments as ordered by the Court. Without this position, Deputy Probation Officers would be doing all transports at a much higher hourly rate of pay.

**Juvenile Court Commitments**

**Positions: 0.0 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$109,200**  
**Total Revenues: \$0**  
**Net County Cost: \$109,200**

# PROBATION

This unit includes costs for the care and custody of juvenile detainees committed by Court Order to contracted ranches, camps, and the Division of Juvenile Justice (DJJ).

## Financial Charts

### Source of Funds

Fines, Forfeitures & Penalties (\$10,000): Administrative Fee for penalty restitution collections.

State Intergovernmental (\$1,457,353): Primarily comprised of Proposition 172, Public Safety Sales Tax (\$967,353), Juvenile Camp & Probation Funding (JCPF) (\$450,000), and Ranch/Camp Funding (\$40,000)

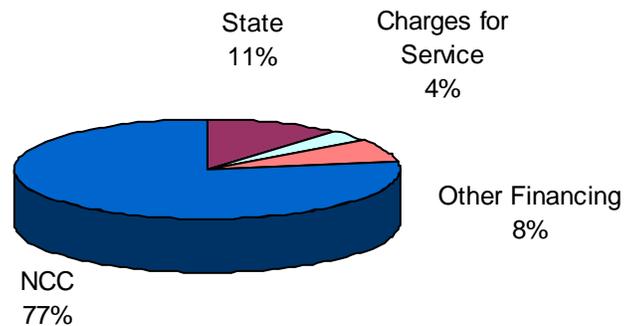
Other Governmental Agencies (\$10,000): From Office of Education based on daily average attendance.

Charges for Services (\$479,400): Primarily comprised of Institutional Care and Support (\$142,900), Adult Probation Supervision Fees (\$55,000), Care in Juvenile Hall (\$70,000), and Inter-fund Revenue administered by Public Health from the Substance Abuse Crime Prevention Act (SACPA) for Proposition 36 mandated activity (\$199,000).

Miscellaneous Revenue (\$3,750): For NSF Fees, SB90 Anger Management Fees and Domestic Violence fees.

Other Financing Sources (\$983,317): Includes operating transfers from trust accounts totaling \$754,955 and includes SLESF-JJCPA (\$507,075) Sheriff Fingerprinting (\$28,000), STC Training (\$54,055), Youth Offender Block Grant (\$95,000), and DNA Trust Fund (\$10,000), and Automation funds (\$55,325). In addition, the budget includes operating transfers from State Sales Tax Realignment (\$156,756), Title IV-E (\$60,000) and SB933 Group Home Visits (\$11,606).

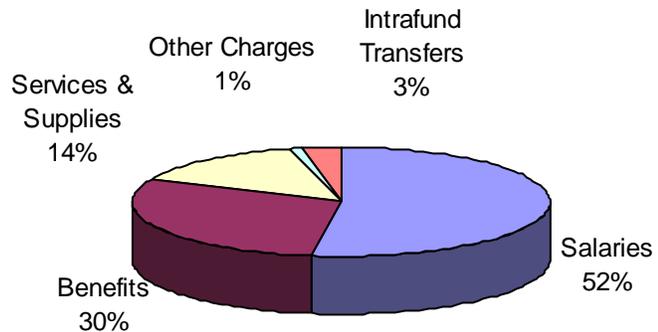
Net County Cost (\$9,948,693): The department is primarily funded with discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations.



# PROBATION

## Use of Funds

Salaries & Benefits (\$10,565,101): Primarily comprised of salaries (\$6,052,794), retirement (\$1,841,381), health insurance (\$1,376,931), temporary help (\$349,310) and overtime (\$252,127).



Services & Supplies (\$1,827,711): Primarily comprised of professional services (\$352,967), building lease (\$229,267), utilities (\$201,390), food and food products (\$190,000), SB924 Training/Transportation (\$100,000), insurance premium (\$97,843), medical, dental & lab (\$82,638), vehicle rents (\$73,154), computer system maintenance (\$57,120), psychiatric medical (\$46,750), fuel (\$43,777), and household expense (\$44,203).

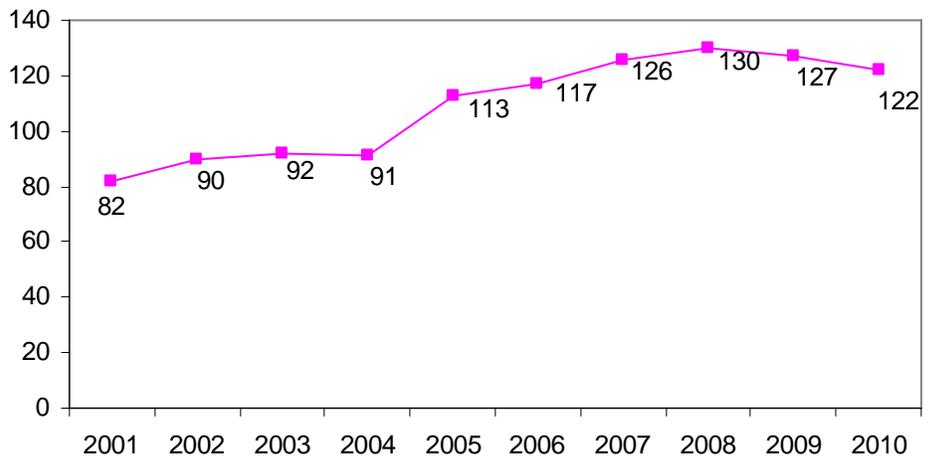
Other Charges (\$119,200): Primarily consists of costs associated with the care and custody of juvenile detainees committed by Court Order to contracted ranches, camps, and the Division of Juvenile Justice (DJJ).

Fixed Assets (\$3,000)

Intra-fund Transfers (\$57,579): Intra-fund transfers consist of charges from other departments for services such as mainframe support (\$126,238), network support (\$98,378), telephone (\$61,770) and building maintenance (\$39,500).

## Staffing Trend

Staffing for the Probation Department grew in FY 2004-05 due to the opening of the Juvenile Treatment Center (JTC) in South Lake Tahoe. Staffing reached a peak in FY2007-08 at 130.0 FTE's. Since then, staffing has declined primarily due to reductions in revenue, loss of grant funding and economic decline.



## PROBATION

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As defined by the organizational chart, the proposed staff allocation for FY2009-10 includes 72.5 FTE on the West Slope and 49.0 FTE at South Lake Tahoe.

### Chief Administrative Office Comments

The Proposed Budget for the Probation department reflects staffing changes made during FY2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

During the upcoming budget year, the Probation Department will attempt to meet the expectations and directives from the judiciary, improve public safety, and do so with resources made available.

The Probation Department has been significantly impacted by revenue reductions for a net department reduction of \$579,655. Significant areas of reduction in revenue coming from the State include Proposition 172 revenue (1/2 cent Public Safety Sales Tax) which is reduced by \$301,607. Additional reductions include:

- **State Mental Health - decrease of \$18,432 in State funding for the Mentally Ill Offender Crime Reduction (MIOCR) grant.**
- **State Other – reduction of \$21,925. State funding for the Juvenile Probation and Camp Funding.**
- **Adult Defendant – increase of \$25,000 based on collection of adult supervision fees. This revenue could fluctuate as more cases are collected through the Court and economic factors play a role in revenue collections overall.**
- **Inter-fund Revenue – Decrease of \$77,730 as a result of the expiration of the Adult DUI grant administered through Public Health.**
- **Operating Transfers-In – overall decrease of \$158,360 to include reduction in the use of the Probation Automation Trust Account - \$104,675, reduction in interest earnings - \$28,538, reduction in projected LiveScan and DNA revenue - \$22,000, reduction in Standards and Training for Corrections (STC) revenue - \$3,760.**

The Probation Department has indicated that presently, Juvenile Supervision is manageable due to the funding of existing positions through Juvenile Justice Crime Prevention Act (JJCPA) funding. Although the funding has been reduced by the State by almost 29%, Fiscal Year 2009/10 proposes a 20% reduction from the original allocation. Since last year's reductions, the State has eliminated funding for Behavioral Health Court, and has eliminated funding for DUI Court on the West Slope. It is the Court's expectation to continue these Courts without additional funding. The Probation Department anticipates using the 2009 Justice Assistance Grant (JAG) grant to fund one FTE Deputy Probation Officer II to serve both Behavioral Health and DUI Courts. This funding is secure for two (2) years, and would be proposed to start in early July of 2009.

The Governor's overall proposed budget cuts into many of the Probation programs that are either mandated or would require funding from the general fund should the State eliminate or reduce resources for these programs. At this time FY 2008-09 State imposed cuts are expected to continue into FY 2009-10:

## PROBATION

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- |  |   |                                |
|--|---|--------------------------------|
| • Juvenile Justice Crime Prevention Act  | - | Funding Juvenile Supervision   |
| • Standards and Training for Corrections | - | Mandated Probation Training    |
| • Juvenile Probation Camps Program       | - | Mandated Services for Camp     |
| • Youthful Offender Block Grant          | - | Mandated Treatment Services    |
| • Prop. 36                               | - | Mandated Adult Drug Court      |
| • Sub. Abuse Offender Treatment Prog.    | - | Court Ordered/ <b>Unfunded</b> |
| • MIOCR Grant                            | - | Court Ordered/ <b>Unfunded</b> |

The State provides funding for the above programs and services. Although there is no longer funding for Substance Abuse and Mental Health Courts, the Superior Courts have maintained their expectation of service. These services are Court Ordered, and staffed with full time Probation Officers. Any additional services Court Ordered or mandated can not be absorbed with existing staff, and cannot withstand another staff reduction. The Department will make every effort to meet the mandates of public safety, services to the Superior Court, and the legal mandates with existing resources.

The Probation Department is held responsible in its budget for paying for the cost of care and support of minors committed by the Courts to contracted Ranches and Camps, as well as those minors committed to the Department of Juvenile Justice (DJJ), formerly known as the California Youth Authority. The judiciary has continued to keep commitments to a minimum, and has utilized our "Challenge" Program located in South Lake Tahoe (Juvenile Treatment Center) for most appropriate referrals to a Camp. Although there are still out of county referrals, the Probation Department has dramatically reduced Care and Support expenditures since the Juvenile Treatment Center has opened. Presently, there is only one (1) El Dorado County minor committed to an out of county Ranch/Camp, with another being considered by the Court. Two outside commitments to Fouts Springs Boys Ranch is at a total cost of \$108,000 per year. Therefore, the Probation budget continues to include \$114,075.00 for the cost of Care and Support in FY2009-10.

The Probation Department is dedicated to maintaining public safety and enhancing public service through a responsible budget plan. Although the Department has made every effort to maintain the reduced NCC, the challenges to this year's budget will include revenue shortfalls and an increase of adult probationers to supervise. It should be noted that with the addition of new Superior Court Judges, there will also be a workload increase associated with their arrival. To summarize the most significant increases in the Probation workload, they include:

- Increased Adult Supervision workload
- Increased population at both Juvenile Detention facilities
- Specialty Court programs ordered by the Superior Court with no attached funding for Probation activities

# PROBATION

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 25 PROBATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0341	PENALTY: RESTITUTION	10,000	10,000	10,000	10,000	0
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp; PENALTIES</b>	10,000	10,000	10,000	10,000	0
0660	ST: MENTAL HEALTH	17,464	18,432	0	0	-18,432
0860	ST: PUBLIC SAFETY SALES TAX	1,078,800	1,268,960	1,075,364	967,353	-301,607
0880	ST: OTHER	505,000	511,926	490,000	490,000	-21,926
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	1,601,264	1,799,318	1,565,364	1,457,353	-341,965
1202	REV: CARE - COMM ACTION RESPONSIVE	10,000	10,000	10,000	10,000	0
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	10,000	10,000	10,000	10,000	0
1502	COURT: ADMIN PC1205.D	5,000	0	0	0	0
1680	INSTITUTIONAL CARE & SERVICES	187,000	152,000	142,900	142,900	-9,100
1683	PROBATION: ADULT DEFENDANT	55,000	30,000	55,000	55,000	25,000
1684	CARE IN JUVENILE HALL	70,000	70,000	70,000	70,000	0
1685	URINALYSIS TESTING	2,500	2,500	2,500	2,500	0
1747	HEMP - HOME ELECTRONIC MONITORING	5,000	15,000	5,000	5,000	-10,000
1751	PROBATION: PRESENT REPORT FEE	5,000	10,500	5,000	5,000	-5,500
1800	INTERFND REV: SERVICE BETWEEN FUND	276,730	276,730	199,000	199,000	-77,730
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	606,230	556,730	479,400	479,400	-77,330
1940	MISC: REVENUE	5,750	5,750	3,750	3,750	-2,000
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	5,750	5,750	3,750	3,750	-2,000
2020	OPERATING TRANSFERS IN	900,973	913,315	754,955	754,955	-158,360
2027	OPERATING TRSNF IN: SALES TAX	156,756	156,756	156,756	156,756	0
2032	OPERATING TRSNF IN: TITLE IVE	60,000	60,000	60,000	60,000	0
2034	OPERATING TRSNF IN: SB933	11,606	11,606	11,606	11,606	0
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	1,129,335	1,141,677	983,317	983,317	-158,360
<b>TYPE: R SUBTOTAL</b>	<b>3,362,579</b>	<b>3,523,475</b>	<b>3,051,831</b>	<b>2,943,820</b>	<b>-579,655</b>	

# PROBATION

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 25 PROBATION

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	6,315,559	6,521,020	6,375,353	6,052,794	-468,226
3001	TEMPORARY EMPLOYEES	233,000	233,000	349,310	349,310	116,310
3002	OVERTIME	259,766	259,766	252,127	252,127	-7,639
3004	OTHER COMPENSATION	21,839	21,839	99,516	95,744	73,905
3005	TAHOE DIFFERENTIAL	127,199	127,199	119,999	117,599	-9,600
3006	BILINGUAL PAY	7,280	7,280	6,240	6,240	-1,040
3020	RETIREMENT EMPLOYER SHARE	1,903,649	1,903,649	1,872,096	1,841,381	-62,268
3022	MEDI CARE EMPLOYER SHARE	93,769	93,769	94,025	92,585	-1,184
3040	HEALTH INSURANCE EMPLOYER SHARE	1,285,519	1,285,519	1,408,952	1,376,931	91,412
3041	UNEMPLOYMENT INSURANCE EMPLOYER	23,535	23,535	47,290	46,592	23,057
3042	LONG TERM DISABILITY EMPLOYER SHARE	23,266	23,266	22,699	22,364	-903
3043	DEFERRED COMPENSATION EMPLOYER	20,901	20,901	19,822	19,822	-1,079
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	370,055	370,055	93,042	93,042	-277,013
3060	WORKERS' COMPENSATION EMPLOYER	140,949	140,949	136,242	144,570	3,621
3080	FLEXIBLE BENEFITS	54,000	54,000	54,000	54,000	0
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	10,880,286	11,085,747	10,950,713	10,565,100	-520,647
4020	CLOTHING & PERSONAL SUPPLIES	24,800	24,800	24,000	24,000	-800
4022	UNIFORMS	6,400	6,400	9,725	9,725	3,325
4040	TELEPHONE COMPANY VENDOR PAYMENTS	11,057	11,057	11,057	11,057	0
4041	COUNTY PASS THRU TELEPHONE CHARGES	7,380	7,380	5,770	5,770	-1,610
4060	FOOD AND FOOD PRODUCTS	170,856	170,856	190,000	190,000	19,144
4080	HOUSEHOLD EXPENSE	44,736	44,736	44,203	44,203	-533
4085	REFUSE DISPOSAL	15,900	15,900	15,900	15,900	0
4086	JANITORIAL / CUSTODIAL SERVICES	9,500	9,500	11,000	11,000	1,500
4100	INSURANCE: PREMIUM	63,067	63,067	63,067	97,843	34,776
4140	MAINT: EQUIPMENT	9,250	9,250	7,250	7,250	-2,000
4144	MAINT: COMPUTER	0	0	57,120	57,120	57,120
4164	VEH MAINT: TIRE & TUBES	0	0	1,000	1,000	1,000
4180	MAINT: BUILDING & IMPROVEMENTS	16,866	16,866	16,933	16,933	67
4200	MEDICAL, DENTAL & LABORATORY SUPPLIES	2,015	2,015	2,015	2,015	0
4220	MEMBERSHIPS	1,047	1,047	788	788	-259
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	3,775	3,775	3,841	3,841	66
4260	OFFICE EXPENSE	27,050	27,050	27,050	27,050	0
4261	POSTAGE	16,400	16,400	16,400	16,400	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	920	920	720	720	-200
4265	LAW BOOKS	885	885	0	0	-885
4266	PRINTING / DUPLICATING SERVICES	10,534	10,534	6,400	6,400	-4,134
4300	PROFESSIONAL & SPECIALIZED SERVICES	439,257	545,709	352,967	352,967	-192,742
4318	INTERPRETER	1,545	1,545	1,545	1,545	0
4323	PSYCHIATRIC MEDICAL SERVICES	66,750	66,750	46,750	46,750	-20,000
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	86,638	86,638	82,638	82,638	-4,000

# PROBATION

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 25 PROBATION

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
4329	PROBATION: NON GOVERNMENT AGENCY	1,200	1,200	1,200	1,200	0
4400	PUBLICATION & LEGAL NOTICES	2,125	2,125	1,100	1,100	-1,025
4420	RENT & LEASE: EQUIPMENT	22,080	22,080	23,888	23,888	1,808
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	223,084	223,084	229,267	229,267	6,183
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	1,500	1,500	1,500	1,500	0
4461	EQUIP: MINOR	22,273	22,273	6,723	6,723	-15,550
4462	EQUIP: COMPUTER	2,000	2,000	3,900	3,900	1,900
4463	EQUIP: TELEPHONE & RADIO	31,726	31,726	16,300	16,300	-15,426
4464	EQUIP: LAW ENFORCEMENT	40,726	40,726	18,998	18,998	-21,728
4465	EQUIP: VEHICLE	3,827	3,827	1,700	1,700	-2,127
4500	SPECIAL DEPT EXPENSE	16,011	16,011	11,611	11,611	-4,400
4501	SPECIAL PROJECTS	34,458	34,458	1,200	1,200	-33,258
4503	STAFF DEVELOPMENT	22,806	22,806	16,106	16,106	-6,700
4505	SB924: TRANSPORTATION & TRAVEL	102,795	117,795	100,000	100,000	-17,795
4529	SOFTWARE LICENSE	50,832	50,832	0	0	-50,832
4534	AMMUNITION	17,242	17,242	10,000	10,000	-7,242
4600	TRANSPORTATION & TRAVEL	15,400	15,400	15,400	15,400	0
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	17,582	17,582	17,582	17,582	0
4605	RENT & LEASE: VEHICLE	81,971	81,971	77,154	73,154	-8,817
4606	FUEL PURCHASES	48,714	48,714	43,777	43,777	-4,937
4620	UTILITIES	196,000	196,000	201,390	201,390	5,390
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>1,990,980</b>	<b>2,112,432</b>	<b>1,796,935</b>	<b>1,827,711</b>	<b>-284,721</b>
5000	SUPPORT & CARE OF PERSONS	69,875	121,000	114,075	114,075	-6,925
5300	INTERFND: SERVICE BETWEEN FUND TYPES	5,125	5,125	5,125	5,125	0
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>75,000</b>	<b>126,125</b>	<b>119,200</b>	<b>119,200</b>	<b>-6,925</b>
6025	LEASEHOLD IMPROVEMENTS	1,452	0	0	0	0
6040	FIXED ASSET: EQUIPMENT	7,412	7,412	0	0	-7,412
6042	FIXED ASSET: COMPUTER SYSTEM EQUIP	3,000	3,000	3,000	3,000	0
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	<b>11,864</b>	<b>10,412</b>	<b>3,000</b>	<b>3,000</b>	<b>-7,412</b>
7200	INTRAFUND TRANSFERS: ONLY GENERAL	1,475	1,475	1,475	1,475	0
7210	INTRAFND: COLLECTIONS	4,300	4,300	4,300	4,300	0
7220	INTRAFND: TELEPHONE EQUIPMENT &	64,620	64,620	61,770	61,770	-2,850
7221	INTRAFND: RADIO EQUIPMENT & SUPPORT	12,000	12,000	9,750	9,750	-2,250
7223	INTRAFND: MAIL SERVICE	10,883	10,883	10,883	7,343	-3,540
7224	INTRAFND: STORES SUPPORT	10,441	10,441	10,441	7,541	-2,900
7225	INTRAFND: CENTRAL DUPLICATING	5,970	5,970	6,000	6,000	30
7226	INTRAFND: LEASE ADMINISTRATION FEE	2,391	2,391	2,391	2,391	0
7227	INTRAFND: MAINFRAME SUPPORT	157,945	157,945	157,945	98,378	-59,567
7228	INTRAFND: INTERNET CONNECT CHARGE	3,816	3,816	3,816	3,816	0
7229	INTRAFND: PC SUPPORT	13,500	13,500	5,000	5,000	-8,500
7231	INTRAFND: IS PROGRAMMING SUPPORT	4,000	4,000	4,000	4,000	0
7232	INTRAFND: MAINT BLDG & IMPROVMENTS	39,500	39,500	39,500	39,500	0
7234	INTRAFND: NETWORK SUPPORT	124,525	124,525	124,525	126,238	1,713

# PROBATION

## Financial Information by Fund Type

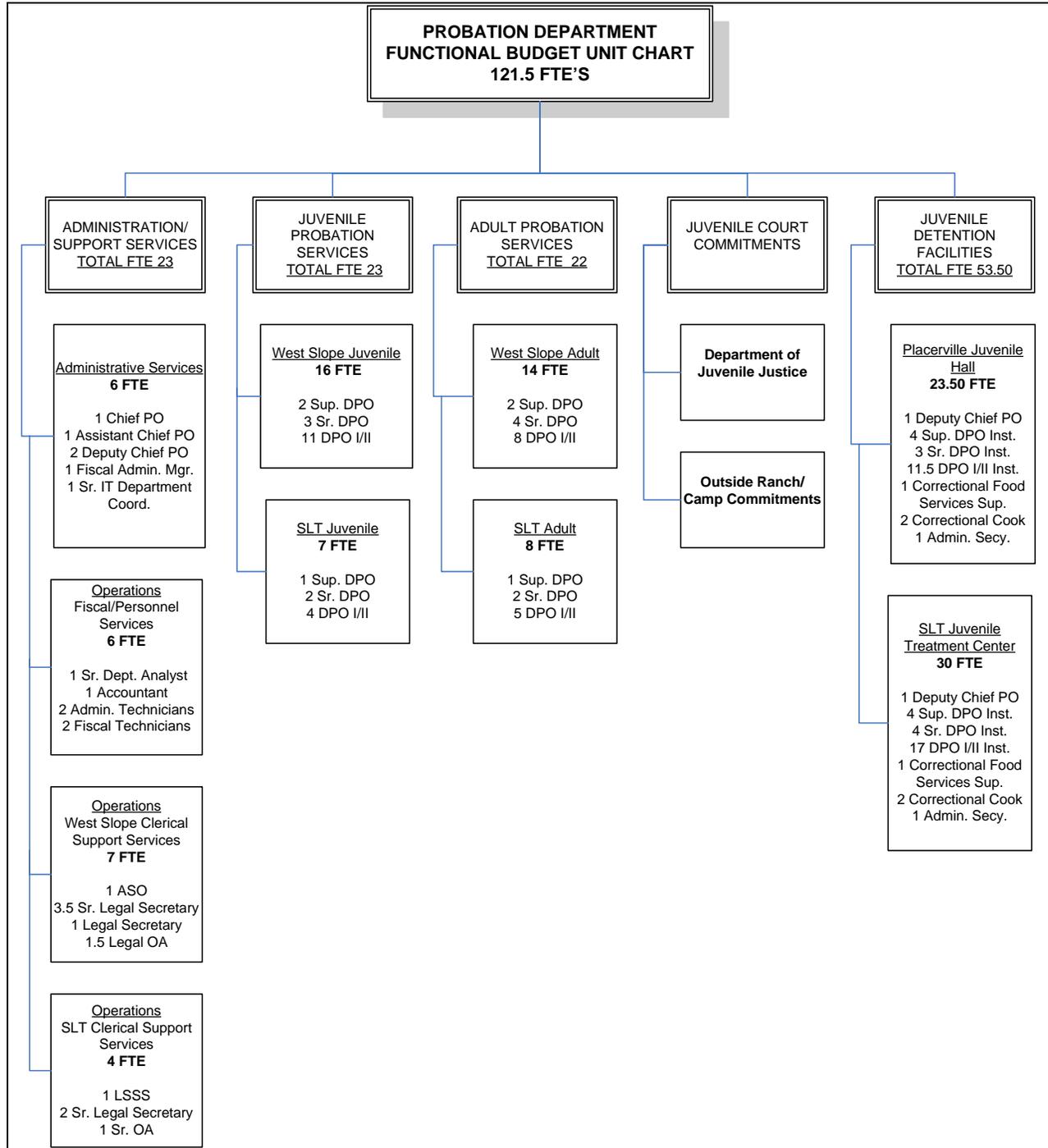
FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 25 PROBATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
CLASS: 72 INTRAFUND TRANSFERS	455,366	455,366	441,796	377,502	-77,864
TYPE: E SUBTOTAL	13,413,496	13,790,082	13,311,644	12,892,513	-897,569
FUND TYPE: 10 SUBTOTAL	10,050,917	10,266,607	10,259,813	9,948,693	-317,914
DEPARTMENT: 25 SUBTOTAL	10,050,917	10,266,607	10,259,813	9,948,693	-317,914

## Personnel Allocations

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Chief Probation Officer	1.00	1.00	1.00	0.00
Accountant I/II	1.00	1.00	1.00	0.00
Administrative Secretary	2.00	2.00	2.00	0.00
Administrative Services Officer	1.00	1.00	1.00	0.00
Administrative Technician	2.00	2.00	2.00	0.00
Assistant Chief Probation Officer	1.00	1.00	1.00	0.00
Correctional Cook	4.00	4.00	4.00	0.00
Correctional Food Services Supervisor	2.00	2.00	2.00	0.00
Deputy Chief Probation Officer	4.00	4.00	4.00	0.00
Deputy Probation Officer I/II **	28.50	28.00	28.00	-0.50
Deputy Probation Officer I/II - Institutions	28.50	28.50	28.50	0.00
Fiscal Administrative Manager	1.00	1.00	1.00	0.00
Fiscal Technician	2.00	2.00	2.00	0.00
Sr. Information Technology Dept. Coordinator	1.00	1.00	1.00	0.00
Legal Office Assistant I/II	1.50	1.50	1.50	0.00
Legal Secretarial Services Supervisor	1.00	1.00	1.00	0.00
Legal Secretary I/II	1.00	1.00	1.00	0.00
Sr. Department Analyst	1.00	1.00	1.00	0.00
Sr. Deputy Probation Officer	11.00	11.00	11.00	0.00
Sr. Deputy Probation Officer - Institutions	7.00	7.00	7.00	0.00
Sr. Legal Secretary	5.50	5.50	5.50	0.00
Sr. Office Assistant	1.00	1.00	1.00	0.00
Supervising Deputy Probation Officer	6.00	6.00	6.00	0.00
Supervising Deputy Probation Officer - Institutions	8.00	8.00	8.00	0.00
<b>Department Total</b>	<b>122.00</b>	<b>121.50</b>	<b>121.50</b>	<b>-0.50</b>

# PROBATION



# PROBATION

## Ten Year History

	<b>00/01</b>	<b>01/02</b>	<b>02/03</b>	<b>03/04</b>	<b>04/05</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
Salaries	3,098,433	3,516,627	3,771,095	3,726,878	4,265,654
Benefits	731,046	1,019,346	1,251,890	1,963,199	2,537,894
Services & Supplies	791,586	956,857	730,061	620,999	1,022,269
Other Charges	512,006	684,645	632,129	559,567	316,505
Fixed Assets	142,672	38,446	70,749	25,135	30,882
Operating Transfers	-	113,014	12,700	-	-
Intrafund Transfers	304,809	375,911	470,155	332,083	364,557
<b>Total Appropriations</b>	<b>5,580,552</b>	<b>6,704,846</b>	<b>6,938,779</b>	<b>7,227,861</b>	<b>8,537,761</b>
Fines, Forfeitures	10,130	11,741	18,408	23,566	25,915
Use of Money	8,412	37,337	927	1,877	-
State	1,285,471	1,611,801	1,676,781	1,598,206	1,024,138
Federal	1,015,917	960,395	1,060,579	1,064,520	50,177
Other Governmental	18,358	25,400	13,096	12,755	18,986
Charges for Service	284,044	397,178	467,046	493,335	498,310
Misc.	20,393	37,690	21,621	25,442	34,349
Other Financing	-	-	-	-	1,683,822
<b>Total Revenue</b>	<b>2,642,725</b>	<b>3,081,542</b>	<b>3,258,458</b>	<b>3,219,701</b>	<b>3,335,697</b>
<b>NCC</b>	<b>2,937,827</b>	<b>3,623,304</b>	<b>3,680,321</b>	<b>4,008,160</b>	<b>5,202,064</b>
<b>FTE's</b>	<b>82</b>	<b>90</b>	<b>92</b>	<b>91</b>	<b>113</b>

## PROBATION

	<b>05/06</b>	<b>06/07</b>	<b>07/08</b>	<b>08/09</b>	<b>09/10</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
Salaries	5,410,775	6,306,585	6,606,707	6,830,164	6,749,975
Benefits	3,140,558	3,254,014	3,569,956	4,050,122	3,815,125
Services & Supplies	972,897	1,290,222	1,518,983	1,990,980	1,827,711
Other Charges	87,771	65,676	67,736	75,000	119,200
Fixed Assets	49,114	26,642	244,305	11,864	3,000
Operating Transfers	-	85,734	530	-	-
Intrafund Transfers	311,634	405,747	420,786	455,366	377,502
<b>Total Appropriations</b>	<b>9,972,749</b>	<b>11,434,620</b>	<b>12,429,003</b>	<b>13,413,496</b>	<b>12,892,513</b>
Fines, Forfeitures	23,673	22,976	29,538	10,000	10,000
Use of Money	-	-	-	-	-
State	1,788,860	1,734,863	1,823,091	1,601,264	1,457,353
Federal	-	80,766	91,328	-	-
Other Governmental	21,101	20,826	24,032	10,000	10,000
Charges for Service	616,877	753,212	677,342	606,230	479,400
Misc.	38,310	26,028	19,049	5,750	3,750
Other Financing	1,238,001	1,090,782	1,121,035	1,129,335	983,317
<b>Total Revenue</b>	<b>3,726,822</b>	<b>3,729,453</b>	<b>3,785,415</b>	<b>3,362,579</b>	<b>2,943,820</b>
<b>NCC</b>	<b>6,245,927</b>	<b>7,705,167</b>	<b>8,643,588</b>	<b>10,050,917</b>	<b>9,948,693</b>
<b>FTE's</b>	<b>117</b>	<b>126</b>	<b>130</b>	<b>127</b>	<b>122</b>

## PROBATION

10 Year Variance		
	\$ Change	% Change
Salaries	3,651,542	118%
Benefits	3,084,079	422%
Services & Supplies	1,036,125	131%
Other Charges	(392,806)	-77%
Fixed Assets	(139,672)	-98%
Operating Transfers	-	N/A
Intrafund Transfers	72,693	24%
<b>Total Appropriations</b>	<b>7,311,961</b>	<b>131%</b>
Fines, Forfeitures	(130)	-1%
Use of Money	(8,412)	-100%
State	171,882	13%
Federal	(1,015,917)	-100%
Other Governmental	(8,358)	-46%
Charges for Service	195,356	69%
Misc.	(16,643)	-82%
Other Financing	983,317	N/A
<b>Total Revenue</b>	<b>301,095</b>	<b>11%</b>
<b>NCC</b>	<b>7,010,866</b>	<b>239%</b>
<b>FTE's</b>	<b>40</b>	<b>50%</b>

### Notes

Opening of SLT Juvenile Treatment Center (JTC) in FY 2004/05 added 22.0 FTE's.  
 In FY2009-10 the total FTE's for the JTC is 30.0.

Areas affecting overall salary & benefits over past 10 years include:  
 Safety Retirement  
 Health Insurance Increases  
 Retiree Health Contributions

## **LAND USE & DEVELOPMENT SERVICES 10 YEAR**

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### **10 Year History Land Use & Development Services Functional Group**

## LAND USE & DEVELOPMENT SERVICES 10 YEAR

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	16,379,768	18,319,386	19,763,813	20,662,206	20,327,853
Benefits	3,840,339	4,706,357	5,738,403	7,857,464	9,643,252
Services & Supplies	13,113,274	25,931,062	20,326,516	17,004,070	23,250,009
Other Charges	3,875,327	8,725,672	8,049,912	8,650,110	11,472,571
Fixed Assets	1,078,128	1,152,352	1,790,971	1,371,528	1,880,479
Operating Transfers	-	404,833	119,666	87,509	3,166,860
Intrafund Transfers	(1,091,145)	(1,113,257)	182,125	161,198	586,335
<b>Total Appropriations</b>	<b>37,195,691</b>	<b>58,126,405</b>	<b>55,971,406</b>	<b>55,794,085</b>	<b>70,327,359</b>
Taxes	2,820,026	3,658,760	3,839,858	3,903,733	3,851,289
Licenses, Permits	6,991,426	7,022,089	7,837,588	8,777,929	8,470,658
Fines, Forfeitures	22,603	41,989	58,355	78,924	46,081
Use of Money	557,106	547,030	259,579	289,300	386,878
State	10,509,762	11,277,445	11,698,955	11,587,324	13,362,566
Federal	1,667,273	2,740,245	3,931,123	2,077,119	3,071,616
Other Governmental	14,181	38,527	87,460	77,694	138,220
Charges for Service	11,897,817	23,327,745	16,926,270	18,391,501	10,808,296
Misc.	446,770	869,056	640,689	3,095,760	948,433
Other Financing Sources	50,458	4,503,015	3,104,032	3,241,996	22,230,095
Use of Fund Balance	-	174,921	1,252,103	32,539	1,307,571
<b>Total Revenue</b>	<b>34,977,422</b>	<b>54,200,822</b>	<b>49,636,012</b>	<b>51,553,819</b>	<b>64,621,703</b>
<b>NCC</b>	<b>4,835,405</b>	<b>6,804,628</b>	<b>7,565,545</b>	<b>6,079,575</b>	<b>6,298,215</b>
<b>FTE's</b>	<b>400</b>	<b>432</b>	<b>452</b>	<b>480</b>	<b>471</b>

## LAND USE & DEVELOPMENT SERVICES 10 YEAR

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	25,644,547	28,437,263	29,368,876	29,333,319	27,136,110
Benefits	11,878,553	12,499,697	12,949,740	11,433,594	11,180,873
Services & Supplies	32,445,293	36,853,202	50,058,295	61,883,453	90,889,440
Other Charges	12,828,806	9,857,500	9,900,097	10,779,410	24,481,182
Fixed Assets	4,144,850	3,677,727	3,233,160	6,523,307	13,600,882
Operating Transfers	4,809,692	6,330,409	7,537,662	5,509,133	6,346,932
Intrafund Transfers	63,723	126,866	340,156	736,985	526,330
<b>Total Appropriations</b>	<b>91,815,464</b>	<b>97,782,664</b>	<b>113,387,986</b>	<b>126,199,201</b>	<b>174,161,749</b>
Taxes	5,192,249	5,883,317	6,388,363	5,714,191	7,868,592
Licenses, Permits	7,270,837	6,757,444	6,079,674	4,038,057	3,807,904
Fines, Forfeitures	35,000	211,672	41,238	27,600	31,382
Use of Money	819,356	1,094,770	822,469	456,829	581,357
State	16,608,732	14,828,421	20,744,892	17,371,371	40,152,640
Federal	3,677,063	7,456,181	4,957,272	12,531,733	17,986,684
Other Governmental	60,628	44,265	28,488	13,727	13,727
Charges for Service	12,896,340	11,906,667	11,674,479	10,530,370	15,146,964
Misc.	939,945	1,271,015	1,397,166	1,578,776	17,027,461
Other Financing Sources	33,222,679	37,464,381	52,099,238	55,209,485	51,477,316
Use of Fund Balance	670,127	880,664	445,572	7,223,699	10,329,706
<b>Total Revenue</b>	<b>81,392,956</b>	<b>87,798,797</b>	<b>104,678,851</b>	<b>114,695,838</b>	<b>164,423,733</b>
<b>NCC</b>	<b>10,498,282</b>	<b>12,795,559</b>	<b>12,158,255</b>	<b>11,503,363</b>	<b>10,099,327</b>
<b>FTE's</b>	<b>517</b>	<b>549</b>	<b>497</b>	<b>500</b>	<b>415</b>

## LAND USE & DEVELOPMENT SERVICES 10 YEAR

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10 Year Variance		
	\$ Change	% Change
Salaries	10,756,342	66%
Benefits	7,340,534	191%
Services & Supplies	77,776,166	593%
Other Charges	20,605,855	532%
Fixed Assets	12,522,754	1162%
Operating Transfers	6,346,932	#DIV/0!
Intrafund Transfers	1,617,475	-148%
<b>Total Appropriations</b>	<b>136,966,058</b>	<b>368%</b>
Taxes	5,048,566	179%
Licenses, Permits	(3,183,522)	-46%
Use of Money	24,251	4%
State	29,642,878	282%
Federal	16,319,411	979%
Other Governmental	(454)	-3%
Charges for Service	3,249,147	27%
Misc.	16,580,691	3711%
Other Financing Sources	51,426,858	101920%
Use of Fund Balance	10,329,706	#DIV/0!
<b>Total Revenue</b>	<b>129,446,311</b>	<b>370%</b>
<b>NCC</b>	<b>5,263,922</b>	<b>109%</b>
<b>FTE's</b>	<b>15</b>	<b>4%</b>

### Notes

# SURVEYOR

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## Mission Statement

The County Surveyor is responsible for the review of all parcel maps, subdivision maps, records of survey, lot line adjustments, certificates of compliance, street names and addresses Countywide.

The County Surveyor is also responsible for the County's Geographic Information System (GIS). GIS is a powerful computer based tool used to create, interpret and manage a variety of maps and tabular data. The information efficiently provides responsive service to the public, County departments and outside agencies.

## Program Summaries

### Administration

**Positions: 2.20 FTE**

**Extra Help : \$0**

**Overtime: \$0**

**Total Appropriations: \$539,715**

**Total Revenues: \$0**

**Net County Cost: \$539,715**

**Furlough Value: \$8,395**

Provides oversight, direction and support for the department including Services and Supplies and Fixed Asset line items, and is responsible for administrative and business support functions including budgeting, accounting, payroll, personnel, purchasing and contract coordination, computer services and support and clerical operations.

**Revenue:** No direct revenue sources.

### Survey Activity

**Positions: 3.80 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$360,277**

**Total Revenues: \$84,000**

**Net County Cost: \$276,277**

**Furlough Value: \$9,552**

State Mandated functions applicable to the California Business and Professions, Resources, and Government Codes.

**Revenue:** Sources include public requests, General Fund, and Inter Fund Departments. Revenue is expected to be on-going.

### LMIS/GIS

**Positions: 9.00 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$818,727**

**Total Revenues: \$115,000**

**Net County Cost: \$703,727**

**Furlough Value : \$27,163**

Manages centralized databases and software applications to support the County's Building Permit, Code Enforcement, project tracking, General Plan implementation, and enterprise Land Management Information System (LMIS)/Geographic Information System (GIS) systems.

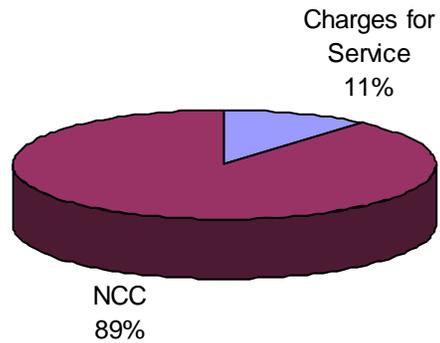
# SURVEYOR

**Revenues:** Sources include inter-departmental fund transfers and external clients. Revenue is expected to be on-going.

## Source of Funds

Charges for Service (\$199,000): Includes revenue Parcel Map Inspection (\$74,000), Misc. Charges (\$25,000), and Inter-fund revenue from other departments (\$100,000).

Net County Cost (\$1,644,830): The Department is primarily funded with discretionary General Fund tax revenue. These revenues are collected in Department 15 – General Fund Other Operations.



## Use of Funds

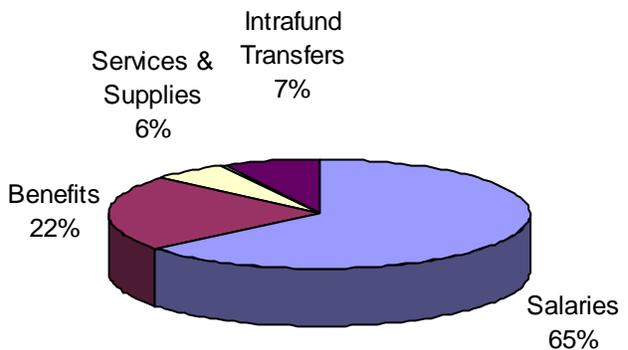
Salaries & Benefits (\$1,734,318): Primarily comprised of salaries (\$1,230,133), retirement (\$243,920) and health insurance (\$179,395).

Services & Supplies (\$122,545): Primarily comprised of software license (\$51,319), office expense (\$14,654), software (\$13,573), insurance premium (\$9,293), computer equipment (\$7,376), and staff development (\$5,317).

Fixed Assets (\$10,091)

Intra-fund Transfers (\$136,249): Includes charges from other departments for services such as IT programming support (\$62,000), network support (\$25,609), mainframe support (\$29,497), and telephone (\$3,500).

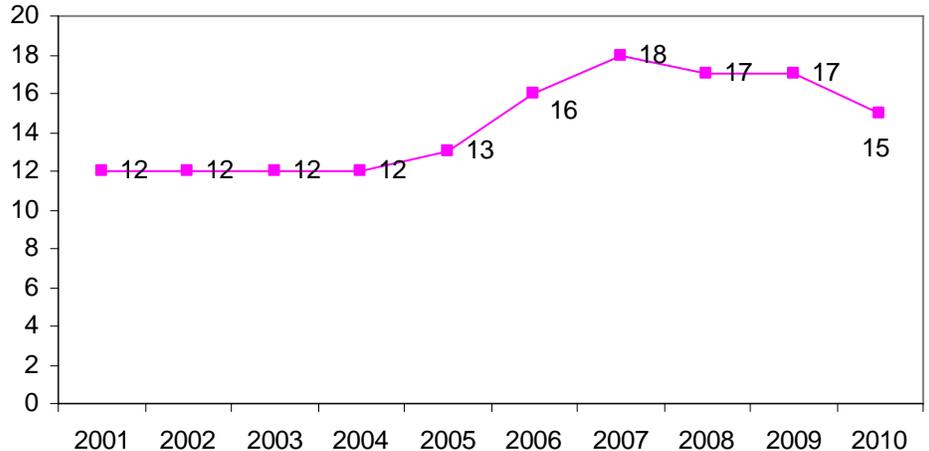
Intra-fund Abatement: (-\$284,483): Includes charges to other departments for GIS services.



# SURVEYOR

## Staffing Trend

Staffing for the Surveyor over the past ten years reflects growth in FY2005-06 and FY2006-07 due to combining GIS related staff from other departments under the Surveyor's Office. The proposed budget allocation is 3.0 FTE higher than in FY2000-01. All positions in the Surveyor's office are located in Placerville,



## Chief Administrative Office Comments

The Proposed Budget for the Surveyor reflects staffing changes made during FY2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

Revenue coming from other departments is down overall by \$106,645. Due to continued economic downturn, revenue from Development Services and the Department of Transportation is approximately \$100,000 less than FY2008-09.

While the proposed budget for FY2009-10 maintains existing staffing and levels of operation based on reductions made during FY2008-09, the challenge for the Surveyor will be to maintain the GIS function with limited revenue offset and appropriations because GIS is primarily supported by the General Fund.

In the event additional budget reductions are required in FY2009-10 and beyond, impacts due to staff reductions may include the following:

The Surveyor supports the Assessor with one GIS Analyst II. The Assessor offsets the cost of this Analyst by paying for the cost of the Analyst's salary. The Assessor's GIS Analyst must have skills that are specialized to the Assessor's needs. This GIS Analyst must be well versed in ArcGIS, ArcInfo, and Integrated Cadastral Drafting. The Assessor's GIS Analyst must also know the real property, business property functions and business rules of the Assessor's office. This GIS Analyst must know the Revenue and Taxation Code, Government Code and Constitutional provisions as they relate to Assessor's maps as well as Revenue and Taxation code governing the division of assessed value between Tax Rate Areas when modifications do not occur along parcel boundaries, along with and including Tax Rate Areas, their boundaries, and the law establishing or modifying them, including LAFCO regulations, and creating maps that are compliant with these regulations. The GIS Analyst is responsible for the status of active billing codes of parcels, and coordinates map transfers to the Recorder's Office.

## SURVEYOR

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Therefore, the GIS Analyst must also be familiar with the applicable Recorder's Maps business rules as well. In summary, this position is highly specialized and would not be easy to replace should the GIS division within the Surveyor's Office be reduced in staff by even 1.0 FTE. The Surveyor and the Assessor both share concerns should this position be eliminated due to budget cuts.

Also in support of LMIS and GIS is a service agreement between the Surveyor and the Information Technologies (IT) Department. The Surveyor and IT have collaborated for IT to provide mainframe support as well as programming back up to the Surveyor. Both Departments have expressed concern about succession planning given that there is only one mainframe programmer with in depth knowledge of the LMIS system. Without cross training, the LMIS system would be in jeopardy. It is currently estimated that Information Technologies will provide approximately \$62,000 in support to the Surveyor in FY2009-10. The challenge for both the Surveyor and Information Technologies is the potential for staffing reductions as the County continues to reduce expenses to meet on-going reductions in revenue which affects all General Fund departments.

The Surveyor's FY2009-10 proposed budget includes the elimination of \$30,000 for the use of extra help to support the on-going evaluation of Certificates of Compliance associated with General Plan Implementation. This project started approximately two years ago and consisted of approximately 10,000 parcels of property that required evaluation and Certificates of Compliance. Using extra help, the Surveyor has been able to complete approximately 2,500 reviews per year. Currently there are about 5,000 parcels that still require review. This activity will be on hold until funding is available in a future fiscal year.

# SURVEYOR

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 12 SURVEYOR

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
1408 PARCEL MAP INSPECTION FEE	74,000	74,000	74,000	74,000	0
1740 CHARGES FOR SERVICES	39,000	39,000	25,000	25,000	-14,000
1800 INTERFND REV: SERVICE BETWEEN FUND	112,000	112,000	170,751	100,000	-12,000
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>	225,000	225,000	269,751	199,000	-26,000
<b>TYPE: R SUBTOTAL</b>	225,000	225,000	269,751	199,000	-26,000
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000 PERMANENT EMPLOYEES / ELECTED	1,256,708	1,299,567	1,275,243	1,230,133	-69,434
3001 TEMPORARY EMPLOYEES	30,000	30,000	30,000	0	-30,000
3002 OVERTIME	5,000	5,000	5,000	0	-5,000
3004 OTHER COMPENSATION	16,390	16,390	16,390	11,390	-5,000
3020 RETIREMENT EMPLOYER SHARE	246,643	257,213	243,920	243,920	-13,293
3022 MEDI CARE EMPLOYER SHARE	14,593	15,357	14,367	14,367	-991
3040 HEALTH INSURANCE EMPLOYER SHARE	187,046	199,308	179,395	179,395	-19,914
3041 UNEMPLOYMENT INSURANCE EMPLOYER	4,769	5,164	9,564	5,564	400
3042 LONG TERM DISABILITY EMPLOYER SHARE	4,647	4,837	4,591	4,591	-247
3043 DEFERRED COMPENSATION EMPLOYER	7,441	7,441	10,477	10,477	3,036
3046 RETIREE HEALTH: DEFINED CONTRIBUTIONS	49,341	49,341	12,005	12,005	-37,336
3060 WORKERS' COMPENSATION EMPLOYER	4,748	4,748	4,464	4,476	-272
3080 FLEXIBLE BENEFITS	18,000	18,000	18,000	18,000	0
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	1,845,328	1,912,368	1,823,415	1,734,317	-178,050
4040 TELEPHONE COMPANY VENDOR PAYMENTS	300	300	300	300	0
4041 COUNTY PASS THRU TELEPHONE CHARGES	775	775	775	775	0
4100 INSURANCE: PREMIUM	5,175	5,175	8,719	9,293	4,118
4140 MAINT: EQUIPMENT	4,180	4,180	4,180	4,180	0
4161 VEH MAINT: PARTS DIRECT CHARGE	2,000	2,000	2,000	1,000	-1,000
4220 MEMBERSHIPS	1,245	1,245	1,045	1,045	-200
4260 OFFICE EXPENSE	16,654	20,000	16,654	14,654	-5,346
4261 POSTAGE	750	750	750	750	0
4262 SOFTWARE	23,078	23,078	13,573	13,573	-9,505
4263 SUBSCRIPTION / NEWSPAPER / JOURNALS	325	325	525	525	200
4420 RENT & LEASE: EQUIPMENT	3,600	3,600	3,600	3,600	0
4461 EQUIP: MINOR	4,838	4,838	4,838	2,838	-2,000
4462 EQUIP: COMPUTER	8,173	8,173	7,376	7,376	-797
4503 STAFF DEVELOPMENT	15,033	15,033	5,317	5,317	-9,716
4529 SOFTWARE LICENSE	60,517	60,517	62,319	51,319	-9,198
4600 TRANSPORTATION & TRAVEL	6,332	6,332	6,332	3,000	-3,332
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	1,500	1,500	1,500	1,500	0
4605 RENT & LEASE: VEHICLE	500	500	500	500	0
4606 FUEL PURCHASES	1,000	1,000	1,000	1,000	0
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	155,975	159,321	141,303	122,545	-36,776
6042 FIXED ASSET: COMPUTER SYSTEM EQUIP	27,520	27,520	10,091	10,091	-17,429
<b>CLASS: 60 FIXED ASSETS</b>	27,520	27,520	10,091	10,091	-17,429
7200 INTRAFUND TRANSFERS: ONLY GENERAL	0	0	13,000	13,000	13,000
7220 INTRAFND: TELEPHONE EQUIPMENT &	3,500	3,500	3,500	3,500	0
7223 INTRAFND: MAIL SERVICE	1,202	1,202	1,202	837	-365
7224 INTRAFND: STORES SUPPORT	726	726	726	306	-420
7227 INTRAFND: MAINFRAME SUPPORT	45,349	45,349	45,349	29,497	-15,852

# SURVEYOR

## Financial Information by Fund Type

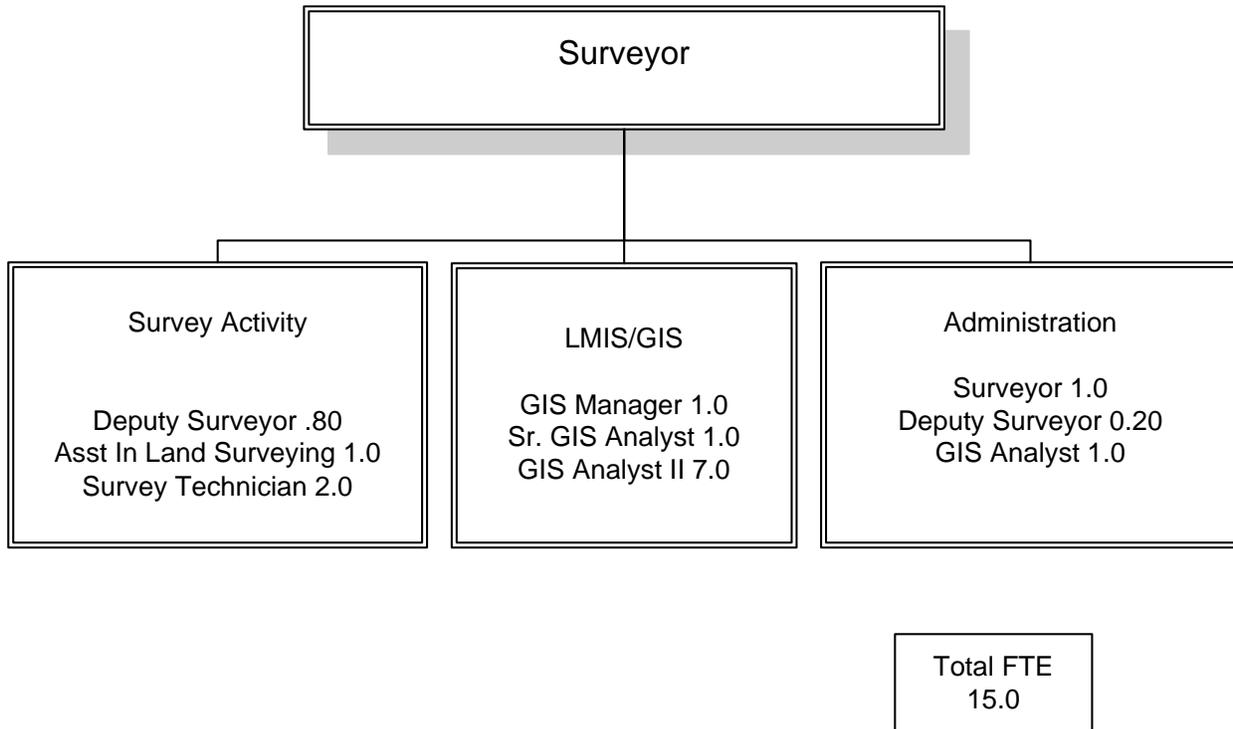
FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 12 SURVEYOR

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
7229	INTRAFND: PC SUPPORT	1,500	1,500	1,500	1,500	0
7231	INTRAFND: IS PROGRAMMING SUPPORT	100,000	100,000	100,000	62,000	-38,000
7234	INTRAFND: NETWORK SUPPORT	22,315	22,315	22,315	25,609	3,294
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	174,592	174,592	187,592	136,249	-38,343
7350	INTRFND ABATEMENTS: GF ONLY	-365,128	-365,128	-327,732	-284,483	80,645
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-365,128	-365,128	-327,732	-284,483	80,645
<b>TYPE: E SUBTOTAL</b>		1,838,287	1,908,673	1,834,669	1,718,719	-189,953
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	1,613,287	1,683,673	1,564,918	1,519,719	-163,953
<b>DEPARTMENT: 12</b>	<b>SUBTOTAL</b>	1,613,287	1,683,673	1,564,918	1,519,719	-163,953

# SURVEYOR

## Personnel Allocations

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Surveyor	1.00	1.00	1.00	0.00
Assistant in Land Surveying	1.00	1.00	1.00	0.00
Deputy Surveyor	1.00	1.00	1.00	0.00
GIS Analyst I/II	8.00	8.00	8.00	0.00
Manager of GIS	1.00	1.00	1.00	0.00
Sr. GIS Analyst	1.00	1.00	1.00	0.00
Surveyor's Technician I/II	2.00	2.00	2.00	0.00
<b>Department Total</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>0.00</b>



## SURVEYOR

### Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	672,075	736,186	791,362	782,766	894,379
Benefits	109,773	136,143	177,078	248,144	360,270
Services & Supplies	104,633	55,113	66,002	49,297	68,861
Other Charges	69	-	-	50	137
Fixed Assets	41,377	10,124	3,551	-	8,929
Intrafund Transfers	(28,457)	(35,080)	(39,674)	(35,914)	(114,445)
<b>Total Appropriations</b>	<b>899,470</b>	<b>902,486</b>	<b>998,319</b>	<b>1,044,343</b>	<b>1,218,131</b>
Federal	-	1,223	-	-	-
Charges for Service	107,324	123,104	168,703	138,036	200,819
Misc.	18,769	19,441	28,386	19,279	8,164
<b>Total Revenue</b>	<b>126,093</b>	<b>143,768</b>	<b>197,089</b>	<b>157,315</b>	<b>208,983</b>
<b>NCC</b>	<b>773,377</b>	<b>758,718</b>	<b>801,230</b>	<b>887,028</b>	<b>1,009,148</b>
<b>FTE's</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>13</b>

## SURVEYOR

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	1,198,732	1,254,691	1,330,964	1,308,098	1,321,633
Benefits	475,376	475,716	494,143	537,228	412,684
Services & Supplies	125,349	168,625	84,348	146,400	122,545
Other Charges	303	-	146	-	-
Fixed Assets	29,309	32,679	2,520	7,095	10,091
Intrafund Transfers	(345,228)	(276,202)	(174,102)	(190,536)	(148,234)
<b>Total Appropriations</b>	<b>1,483,841</b>	<b>1,655,509</b>	<b>1,738,019</b>	<b>1,808,285</b>	<b>1,718,719</b>
State	-	-	1,362	-	-
Charges for Service	208,217	165,454	138,034	225,000	199,000
Other Financing Sources	-	-	575	-	-
<b>Total Revenue</b>	<b>208,217</b>	<b>165,454</b>	<b>139,971</b>	<b>225,000</b>	<b>199,000</b>
<b>NCC</b>	<b>1,275,624</b>	<b>1,490,055</b>	<b>1,598,048</b>	<b>1,583,285</b>	<b>1,519,719</b>
<b>FTE's</b>	<b>16</b>	<b>18</b>	<b>17</b>	<b>17</b>	<b>15</b>

10 Year Variance		
	\$ Change	% Change
Salaries & Benefits	649,558	97%
Benefits	302,911	276%
Services & Supplies	17,912	17%
Other Charges	(69)	-100%
Fixed Assets	(31,286)	-76%
Intrafund Transfers	(119,777)	421%
<b>Total Appropriations</b>	<b>819,249</b>	<b>91%</b>
Charges for Service	91,676	85%
Misc.	(18,769)	-100%
<b>Total Revenue</b>	<b>72,907</b>	<b>58%</b>
<b>NCC</b>	<b>746,342</b>	<b>97%</b>
<b>FTE's</b>	<b>3</b>	<b>25%</b>

Notes



# AGRICULTURE, WEIGHTS & MEASURES

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## Mission

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

The Department of Agriculture, Weights & Measures is responsible for enforcing laws and regulations from the California Food and Agricultural Code, the Business and Professions Code, the Health & Safety Code, the Government Code, the Civil Code, the California Code of Regulation and the El Dorado County Codes pertaining to agriculture, weights and measures.

## Program Summaries

### Pesticide Use Enforcement

**Positions: 3 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$299,076**

**Total Revenues: \$259,716**

**Net County Cost: \$39,360**

**Furlough Value: \$6,334**

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

Administration positions are proportionally allocated to provide oversight, direction and support for the Pesticide Use Enforcement program which includes accounting, personnel, payroll, purchasing, office support, budgeting and contract administration of the two main revenue sources: California Department of Food and Agriculture unclaimed gas tax for Pesticide Regulatory Activities pursuant §224(a) of the Food and Agricultural Code, and the California Department of Pesticide Regulation distribution of the Pesticide Mill Assessment collections in accordance with §12844 of the Food and Agricultural Code.

### Agriculture

**Positions: 5 FTE**

**Extra Help: 6 Seasonal**

**Overtime: \$0**

**Total Appropriations: \$718,955**

**Total Revenues: \$503,980**

**Net County Cost: \$214,975**

**Furlough Value: \$10,505**

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

### Pest Exclusion – Plant Protection & Quarantine Inspection

This program inspects incoming commodities that may be carrying pests we do not want in the County or in California. The goal is to prevent non-indigenous, harmful pests from becoming established so that we are more efficient in using our limited resources. The program also promotes a healthy agricultural economy, as California's crops are kept free of exotic pests that may require us to impose restrictive quarantine measures. This program facilitates the exportation of our unprocessed agricultural products to other States and Countries. One staff

## **AGRICULTURE, WEIGHTS & MEASURES**

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member is trained and certified as USDA-APHIS Inspectors for issuing Federal Phytosanitary Certificates on commodities for export. This program is our first line of defense against importation and exportation of economically important pests.

### Pest Detection

The Pest Detection Program serves as the second line of defense for the pest prevention and quarantine programs. The basic premise for this program is the early detection of exotic pest infestations, such as the Mediterranean fruit fly, Gypsy moth, etc., which would be detrimental to our agricultural community, natural resources and environment before they reach uncontrollable populations. This program also helps to prevent the need for increased pesticide usage while providing the agriculture industries the flexibility to ship products throughout the world.

Traps are also placed in vineyards to detect infestations of Vine Mealybug and Glassy-winged Sharpshooter (GWSS) before they reach uncontrollable population levels.

### Pest Management – Vegetation Management

There are nine different noxious weed species under eradication throughout the County. Most weed species in El Dorado County are listed as 'A' rated weeds by the State, and are of limited distribution throughout California. By continuing with an early detection and rapid response strategy, the department is stopping the introduction and spread of these plants which helps to protect agriculture, including range and timberlands and the environment. Integrated Pest Management techniques are used whenever possible in this program.

### Glassy-winged Sharpshooter

The Glassy-winged Sharpshooter (GWSS) Pest Management Program was initiated in 1999 to prevent the introduction of this insect to El Dorado County. GWSS is known to spread Pierce's Disease, which can devastate vineyard plantings. The pest-monitoring program includes inspections of all nursery stock shipped into the County from known infested areas. In addition, over 400 insect traps were deployed and monitored in nurseries, vineyards and in urban and rural locations throughout the County.

Historically the department utilizes extra-help Agricultural Biology Technician employees (6) for our Pest Management programs. Using extra-help for these part-time seasonal positions allows the department to use lower paid non-certified inspectors and work crew members rather than full time employees with benefits. The Department is required to submit work plans for each season that include detailed labor hours which are calculated by using the lower seasonal extra help employee wages and incorporate contract work crews that can execute the short term seasonal work.

### Vertebrate Pest Management

The goal of this program is to target specific rodent pests without impacting other beneficial or non-target populations of mammals and birds.

The department sells three different types of baits to help control rodent pests such as rats, voles, rabbits, muskrats, two species of ground squirrels, two species of mice. These rodents can cause tremendous agricultural and structural damage while also acting as vectors for various life threatening diseases that are transmittable to humans. Some of the transmittable diseases include Bubonic Plague, rabies and Hanta Virus.

## **AGRICULTURE, WEIGHTS & MEASURES**

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### Integrated Pest Management

Integrated Pest Management (IPM) helps growers, pest control advisors and home/garden owners use various mechanical, biological and chemical practices in handling pest infestations. IPM emphasizes preventive methods that provide economical, long-term solutions to pest problems while minimizing hazards to human health and the environment. IPM techniques also can reduce the use of pesticides.

### Nursery Inspection

Inspections are performed on nursery stock entering El Dorado/Alpine County and nursery stock produced within the County. These inspections help protect the environment and foster fair competition by assuring the customer that plants are free from certain plant pests. This allows growers to ship their products throughout the State, Nation and World.

### Seed Inspection

The inspection of various seeds is designed to protect growers from purchasing and planting below standard seed. Seed must be labeled with an accurate percentage of germination, test date, kind of seed, and the percentage of hard seed and weed seed.

### Apiary Inspection

Apiary inspections are made for the purpose of sustaining the continued health of the bee industry in California which directly translates into the successful production of numerous crops.

### Fresh Fruit, Nut, Vegetable and Honey Quality Control

This program is responsible for enforcing quality standards for many of the fresh fruit, nuts, vegetables and honey available for sale at the wholesale and retail level. These standards are set by the industry and serve four purposes:

1. To assist the production agricultural industry in maintaining high quality produce, and
2. To permit the buying of produce "sight unseen" by ensuring that a "grade" placed on the produce is standardized throughout the industry, and
3. To protect the consumer from inferior quality produce, and
4. To promote fair competition.

### Egg Quality Control

This program is designed similarly to the fruit and vegetable quality control program above. It assures a standardized grading, sizing and cleanliness system so that the egg producing industry remains competitive while affording protection to the consumer. Additionally, some of the egg quality standards protect the health of the public.

### Certified Farmers' Market (Direct Marketing)

These locally important markets give the producers of farm products the option of selling directly to the consumer without the requirements of meeting size, pack, container, and labeling requirements (Standardization). These markets give the public a "direct" link to the production of the crop by buying the produce from the grower. We have four markets operating in the County with numerous growers from both in and out of the County participating in them.

### Organic Producers

The department is the local enforcement agency concerning the registration, investigation of complaints and auditing of organic producers and handlers. We assist the producers and

## **AGRICULTURE, WEIGHTS & MEASURES**

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businesses with the registration process by explaining the requirements of the California organic law and Federal Organic Act.

### Crop Report

The annual crop report is required by the California Food and Agricultural Code for the purpose of publishing an accurate and meaningful report concerning the agricultural conditions in El Dorado/Alpine County. Lending/financial institutions and realty agencies, as well as prospective agricultural land purchasers, are extremely interested in the annual crop report.

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

### Weights & Measures

**Positions: 1.4 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$146,199**

**Total Revenues: \$112,319**

**Net County Cost: \$33,880**

**Furlough Value: \$3,025**

Even though many people may be unaware of this program, it affects everyone's daily life through the inspections of all commercially used devices such as gas pumps, scales and scanners and also the testing of packages to ensure the product inside the package actually weighs or measures as much as is stated on the label. The department also enforces requirements for petroleum products including antifreeze, brake fluid, motor oil, grades of diesel and octane levels of gasoline.

We promote fairness and equity in the marketplace for El Dorado/Alpine County residents and businesses. The mission of weights and measures is to allow a good value comparison to the consumer while maintaining fair competition between businesses.

Administration positions are proportionally allocated to provide oversight, direction and support for the Weights & Measures programs. The department's revenue sources include inspection reimbursement for Service Agents, Petroleum Products Compliance and Weighmaster Enforcement through the State of California, Department of Food and Agriculture Division of Measurement Standards and the annual device registration for commercially used devices such as gasoline dispensers, scales, taxicabs, etc.

### Wildlife Services

**Positions: 1.3 FTE**

**Extra Help: USDA 100% Match for Trapper**

**Overtime: \$7,500**

**Total Appropriations: \$139,987**

**Total Revenues: \$35,189**

**Net County Cost: \$104,798**

**Furlough Value: \$2,712**

The Wildlife Services program is a cooperative venture between El Dorado/Alpine County and the United States Department of Agriculture – The USDA provides 1.0 FTE to match the County's 1.0 FTE dedicated to this program. There are two types of protection offered under this program:

## **AGRICULTURE, WEIGHTS & MEASURES**

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- *Urban animal damage.* These situations involve homeowners who have skunks, raccoons, or other wildlife that have taken up residence in the vicinity of their home, and are causing property damage or they are a threat to their pets or to human health and safety.
- *Farmers and ranchers with livestock, crop and/or property loss.* Typically, these situations involve both domestic and wild animal damage on agricultural land.

The main focus of the program is to remove only the animals that are causing the problem.

Administration and oversight are provided by the Agricultural Commissioner and the USDA Regional Wildlife Services Supervisor. The department's revenue sources include a 100% match from the USDA and a portion of unclaimed gas tax received from the State of California, Department of Food and Agriculture.

### **Agricultural Commission**

**Positions: .8 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$90,078**

**Total Revenues: \$22,631**

**Net County Cost: \$67,447**

**Furlough Value: \$1,695**

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

The Commission consists of seven members representing various aspects of the agricultural and timber industries. The Agricultural Commissioner/Sealer provides staff support for the Agricultural Commission. The County Agricultural Commissioner/Sealer acts as ex-officio member to the Commission. Revenue source is funded by a portion of unclaimed gas tax received from the State of California, Department of Food and Agriculture and fees pertaining to agricultural setback reduction requests.

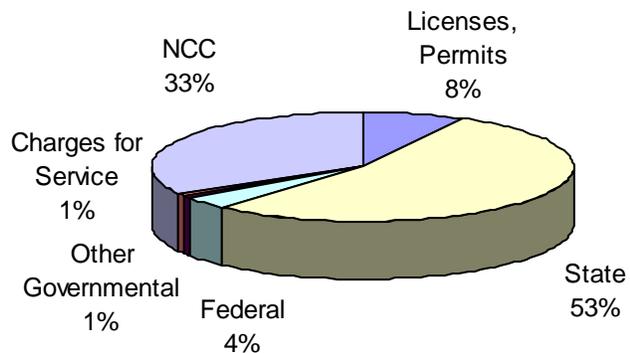
Agricultural Grading Permits- Whenever agricultural grading activities convert one acre or more of undisturbed vegetation to agricultural cropland, the owner is required to obtain an agricultural permit through the Agricultural Commissioner's office. All erosion control measures included in the agricultural permit are required to be implemented. All agricultural practices, including fuel reduction and fire protection, that do not change the contour of the land and that use "best management practices" as recommended by the County Agricultural Commission and adopted by the Board of Supervisors are exempt from the permit requirement but not the application process.

Administration positions are proportionally allocated to provide oversight, direction and support for the Agricultural Commission which includes budgeting, accounting, personnel, payroll, purchasing, office support and fee processing.

## AGRICULTURE, WEIGHTS & MEASURES

### Source of Funds

State (\$752,259): The Agriculture Department's largest revenue source outside of the County's General Fund is unclaimed gas tax at \$365,000. Other large sources of funding in the state intergovernmental category include \$244,943 state contracts and reimbursements for pest detection and enforcement, including invasive weeds, and \$117,000 reimbursement for the County portion of the State mill assessment based on pesticide sales.



License, Permit, & Franchises (\$107,483): This revenue is from registration and license fees from structural and other pest control operators and pilots, as well as commercial weighing and measuring device registration fees.

Federal Intergovernmental (\$49,476): This includes federally funded grants for the noxious weed program through the California Department of Food and Agriculture.

Other Governmental Agencies (\$13,727): This category includes two contracts with Alpine County to enforce agricultural services and weights and measures.

Charge for Services (\$8,890): Charges for service primarily consists of the Agricultural Commission's review fees for agriculture zoning related issues for general plan implementation, and small farm inspections for El Dorado Irrigation District. Other charges include hazardous materials emergency business plan inspections, and testing of non-commercial scales at an hourly charge.

Miscellaneous (\$1,250): A small amount of revenue is generated from the sale of bait and rodenticides.

Use of Money & Property (\$750): The department rents a gopher machine, spray and weed equipment to the general public.

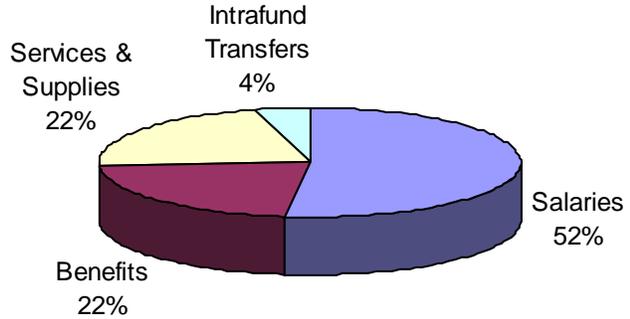
Net County Cost (\$460,460): The department is primarily funded with discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations.

## AGRICULTURE, WEIGHTS & MEASURES

### Use of Funds

**Salaries & Benefits (\$1,033,395):** Primarily comprised of permanent salaries (\$724,448), health insurance (\$145,773), and retirement (\$118,454).

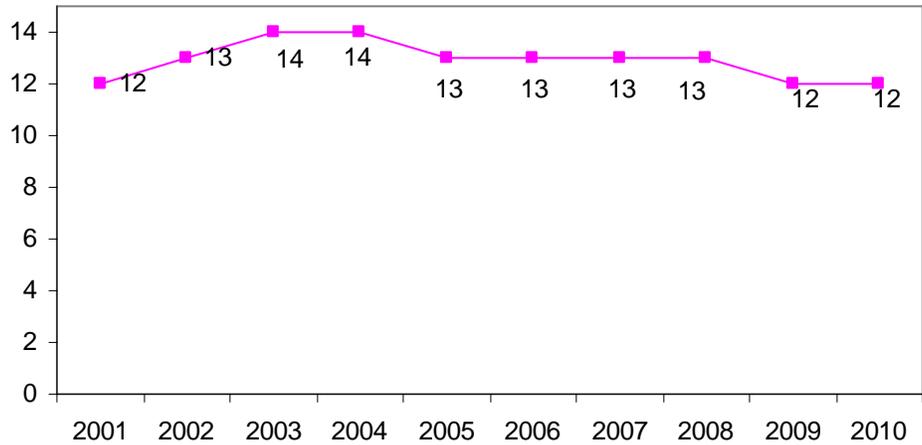
**Services & Supplies (\$301,149):** Primarily comprised of professional & specialized services (\$84,762), rental/lease of vehicles (\$32,008), general liability insurance (\$57,085), fuel purchases (\$28,279) and memberships (\$13,362).



**Intrafund Transfers (\$59,751):** Intrafund transfers consist of charges from other departments for services such as mainframe support (\$17,570), network support (\$15,428), printing (\$3,000), and PC support (\$2,000).

### Staffing Trend

Staffing for the Agriculture Department has decreased slightly over the past several years. The proposed staff allocation for FY 2009-10 is 11.5 which is actually a decrease of 0.5 FTE from FY 2000-01 levels. There are no FTE's specifically assigned to Tahoe.



## **AGRICULTURE, WEIGHTS & MEASURES**

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### **Chief Administrative Office Comments**

The Proposed Budget for the Agriculture, Weights & Measures Department reflects changes made during FY 2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

The department's largest source of revenue outside of the County's general fund is unclaimed gas tax. Each year county agricultural departments receive unclaimed gas tax revenue through the California Department of Food and Agriculture (CDFA) as partial reimbursement for agricultural program costs. The allocation formula is based on the size of the pool of funds available and each county's previous year's cost for agricultural programs. Counties with a higher net county cost receive a larger share of the available funds. CDFA distributes these funds in the late third or early fourth quarter of the fiscal year. Due to the timing of these disbursements, it can be difficult to accurately forecast how much the county will actually receive. The FY 2009-10 unclaimed gas tax revenue estimate is based on the actual amount received in FY 2008-09 which was 95% of what was budgeted that fiscal year.

# AGRICULTURAL COMMISSIONER

## Financial Information by Fund Type

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

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
			BUDGET		BUDGET	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0210	LICENSE: BUSINESS	5,800	5,800	5,800	5,800	0
0260	OTHER LICENSE & PERMITS	107,683	107,683	101,683	101,683	-6,000
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	113,483	113,483	107,483	107,483	-6,000
0421	RENT: EQUIPMENT	4,750	4,750	750	750	-4,000
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	4,750	4,750	750	750	-4,000
0720	ST: AGRICULTURE	233,969	233,969	244,943	244,943	10,974
0721	ST: AID FOR AGRICULTURE	13,200	13,200	13,200	13,200	0
0722	ST: PESTICIDE USE ENFORCEMENT	122,514	122,514	122,866	122,866	352
0723	ST: SEED INSPECTION	200	200	200	200	0
0724	ST: NURSERY INSPECTION	500	500	500	500	0
0727	ST: WEIGHTS & MEASURES	5,350	5,350	5,350	5,350	0
0728	ST: FRUIT & VEGETABLE CERTIFICATE	200	200	200	200	0
0729	ST: UNCLAIMED GAS TAX REFUND	382,394	382,394	365,000	365,000	-17,394
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	758,327	758,327	752,259	752,259	-6,068
1100	FED: OTHER	43,238	43,238	49,476	49,476	6,238
<b>CLASS: 10</b>	<b>REV: FEDERAL INTERGOVERNMENTAL</b>	43,238	43,238	49,476	49,476	6,238
1200	REV: OTHER GOVERNMENTAL AGENCIES	13,727	13,727	13,727	13,727	0
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	13,727	13,727	13,727	13,727	0
1480	AGRICULTURAL SERVICES	6,250	6,250	6,250	6,250	0
1742	MISC: COPY FEES	100	100	100	100	0
1744	MISC: INSPECTIONS OR SERVICES	2,000	2,000	2,000	2,000	0
1800	INTERFND REV: SERVICE BETWEEN FUND	390	390	540	540	150
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	8,740	8,740	8,890	8,890	150
1920	OTHER SALES	1,250	1,250	1,250	1,250	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	1,250	1,250	1,250	1,250	0
<b>TYPE: R SUBTOTAL</b>		943,515	943,515	933,835	933,835	-9,680

# AGRICULTURAL COMMISSIONER

## Financial Information by Fund Type

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

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	
					DIFFERENCE	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	641,995	654,413	633,463	609,193	-45,221
3001	TEMPORARY EMPLOYEES	69,596	69,596	79,024	79,024	9,428
3002	OVERTIME	4,500	7,500	7,500	7,500	0
3004	OTHER COMPENSATION	0	0	4,461	4,461	4,461
3020	RETIREMENT EMPLOYER SHARE	122,334	124,316	118,454	118,454	-5,861
3022	MEDI CARE EMPLOYER SHARE	10,458	10,458	10,331	10,331	-127
3040	HEALTH INSURANCE EMPLOYER SHARE	120,557	120,557	145,773	145,773	25,216
3041	UNEMPLOYMENT INSURANCE EMPLOYER	4,215	4,215	6,725	6,725	2,510
3042	LONG TERM DISABILITY EMPLOYER SHARE	2,348	2,348	2,280	2,280	-67
3043	DEFERRED COMPENSATION EMPLOYER	0	0	800	800	800
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	37,731	37,731	9,004	9,004	-28,727
3060	WORKERS' COMPENSATION EMPLOYER	31,129	31,129	31,129	27,850	-3,279
3080	FLEXIBLE BENEFITS	12,000	18,000	12,000	12,000	-6,000
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	1,056,862	1,080,262	1,060,945	1,033,395	-46,867
4000	AGRICULTURE	20,500	30,500	30,500	23,000	-7,500
4020	CLOTHING & PERSONAL SUPPLIES	3,000	3,000	4,000	4,000	1,000
4040	TELEPHONE COMPANY VENDOR PAYMENTS	3,500	3,500	3,500	3,500	0
4041	COUNTY PASS THRU TELEPHONE CHARGES	500	500	500	500	0
4080	HOUSEHOLD EXPENSE	1,000	1,000	1,000	1,000	0
4100	INSURANCE: PREMIUM	32,055	32,055	32,055	57,085	25,030
4140	MAINT: EQUIPMENT	500	500	500	500	0
4141	MAINT: OFFICE EQUIPMENT	600	600	600	600	0
4160	VEH MAINT: SERVICE CONTRACT	1,000	1,000	1,000	1,000	0
4161	VEH MAINT: PARTS DIRECT CHARGE	500	500	500	500	0
4162	VEH MAINT: SUPPLIES	20,100	20,100	100	100	-20,000
4164	VEH MAINT: TIRE & TUBES	1,600	1,600	1,600	1,600	0
4165	VEH MAINT: OIL & GREASE	100	100	100	100	0
4180	MAINT: BUILDING & IMPROVEMENTS	400	400	400	400	0
4220	MEMBERSHIPS	4,895	4,895	4,895	4,895	0
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	13,355	13,355	13,362	13,362	7
4260	OFFICE EXPENSE	6,000	6,000	7,000	7,000	1,000
4261	POSTAGE	3,200	3,200	3,200	3,200	0
4262	SOFTWARE	1,533	1,533	3,268	3,268	1,735
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	500	500	500	500	0
4264	BOOKS / MANUALS	600	600	600	600	0
4265	LAW BOOKS	275	275	275	275	0
4266	PRINTING / DUPLICATING SERVICES	750	750	3,380	3,380	2,630
4300	PROFESSIONAL & SPECIALIZED SERVICES	75,890	84,890	89,012	84,762	-128
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	2,160	2,160	2,160	2,160	0
4400	PUBLICATION & LEGAL NOTICES	400	400	400	400	0
4420	RENT & LEASE: EQUIPMENT	3,500	3,500	3,500	3,500	0

# AGRICULTURAL COMMISSIONER

## Financial Information by Fund Type

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

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	2,450	2,450	2,450	2,450	0
4461	EQUIP: MINOR	3,000	3,000	3,000	3,000	0
4500	SPECIAL DEPT EXPENSE	2,500	2,500	2,500	2,500	0
4503	STAFF DEVELOPMENT	2,000	2,000	2,000	2,000	0
4529	SOFTWARE LICENSE	8,500	8,500	4,500	4,500	-4,000
4600	TRANSPORTATION & TRAVEL	3,000	3,000	3,000	3,000	0
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	1,622	1,622	1,976	2,225	603
4605	RENT & LEASE: VEHICLE	56,189	56,189	34,418	32,008	-24,181
4606	FUEL PURCHASES	26,500	26,500	30,594	28,279	1,779
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	304,174	323,174	292,345	301,149	-22,025
5300	INTERFND: SERVICE BETWEEN FUND TYPES	1,000	1,000	0	0	-1,000
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	1,000	1,000	0	0	-1,000
7200	INTRAFUND TRANSFERS: ONLY GENERAL	12,000	12,000	12,000	12,000	0
7220	INTRAFND: TELEPHONE EQUIPMENT &	5,200	5,200	5,200	5,200	0
7221	INTRAFND: RADIO EQUIPMENT & SUPPORT	300	300	300	300	0
7223	INTRAFND: MAIL SERVICE	1,666	1,666	1,806	1,806	140
7224	INTRAFND: STORES SUPPORT	447	447	447	447	0
7225	INTRAFND: CENTRAL DUPLICATING	3,000	3,000	3,000	3,000	0
7227	INTRAFND: MAINFRAME SUPPORT	17,570	17,570	17,570	17,570	0
7229	INTRAFND: PC SUPPORT	2,000	2,000	2,000	2,000	0
7231	INTRAFND: IS PROGRAMMING SUPPORT	1,500	1,500	1,500	1,500	0
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	500	500	500	500	0
7234	INTRAFND: NETWORK SUPPORT	15,428	15,428	15,428	15,428	0
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	59,611	59,611	59,751	59,751	140
<b>TYPE: E SUBTOTAL</b>		1,421,647	1,464,047	1,413,041	1,394,295	-69,752
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	478,132	520,532	479,206	460,460	-60,072
<b>DEPARTMENT: 26</b>	<b>SUBTOTAL</b>	478,132	520,532	479,206	460,460	-60,072

## AGRICULTURAL COMMISSIONER

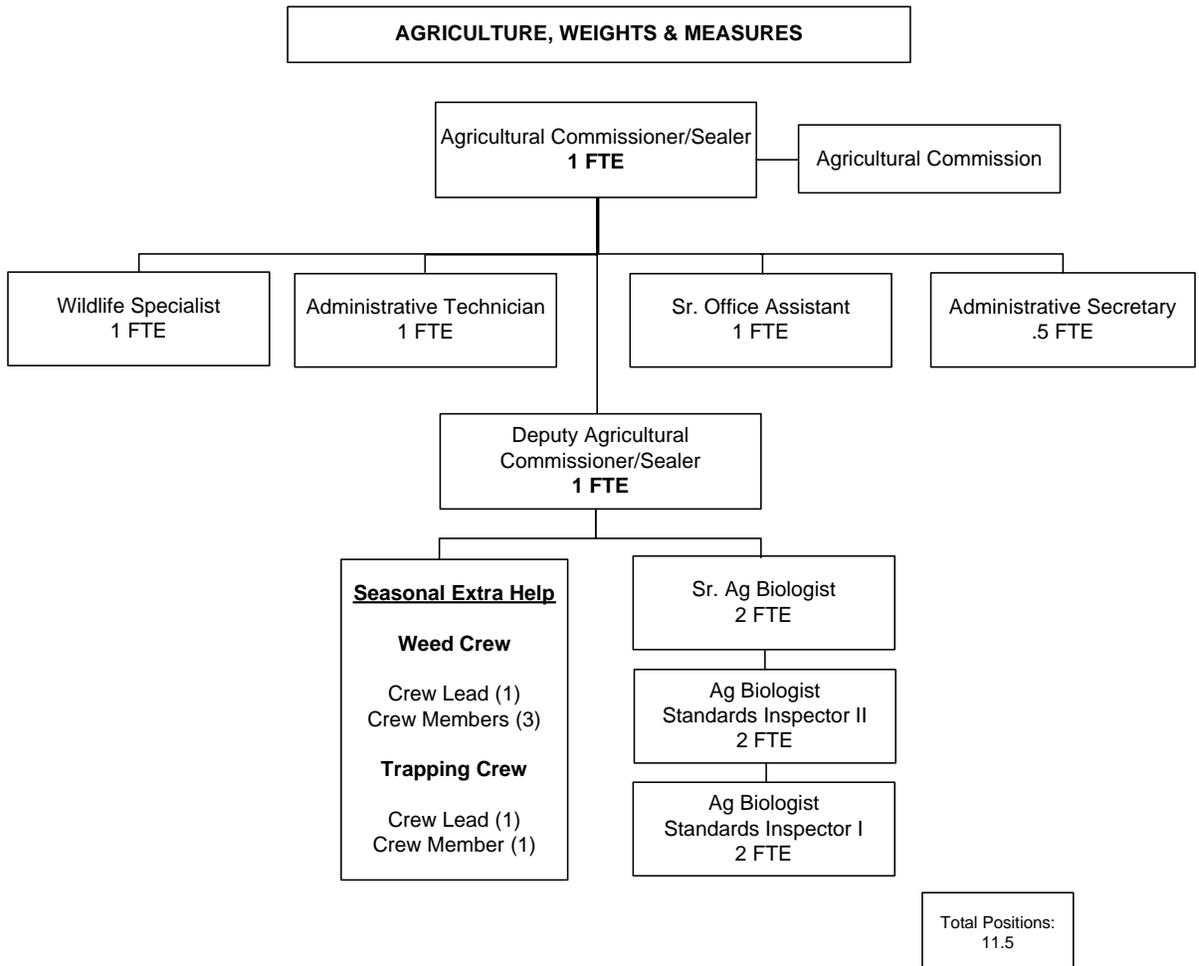
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### Personnel Allocations

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Ag Commissioner/Sealer Weights & Measures	1.00	1.00	1.00	0.00
Administrative Technician	1.00	1.00	1.00	0.00
Administrative Secretary	0.50	0.50	0.50	0.00
Ag Biologist/Standards Inspector I/II/Sr.	6.00	6.00	6.00	0.00
Deputy Ag Commissioner	1.00	1.00	1.00	0.00
Sr. Office Assistant	1.00	1.00	1.00	0.00
Wildlife Specialist	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>	<b>0.00</b>

# AGRICULTURAL COMMISSIONER

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## AGRICULTURAL COMMISSIONER

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### Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	547,906	642,174	749,487	761,612	658,269
Benefits	120,202	144,953	179,889	254,361	280,810
Services & Supplies	211,005	303,175	319,282	257,403	153,739
Other Charges	624	1,630	2,230	1,219	2,744
Fixed Assets	30,200	16,546	20,251	20,048	37,803
Operating Transfers	-	41,752	-	-	5,325
Intrafund Transfers	32,207	36,943	34,180	46,758	34,617
<b>Total Appropriations</b>	<b>942,144</b>	<b>1,187,173</b>	<b>1,305,319</b>	<b>1,341,401</b>	<b>1,173,307</b>
Licenses, Permits	55,328	56,387	60,913	61,450	63,474
Use of Money	8,116	7,139	7,563	7,393	2,390
State	558,140	645,153	719,364	815,014	744,681
Federal	43,496	-	-	-	13,300
Other Governmental	9,786	9,786	10,244	11,006	11,294
Charges for Service	22,235	30,404	76,587	83,510	8,038
Misc.	2,477	67,682	17,185	16,096	1,771
<b>Total Revenue</b>	<b>699,578</b>	<b>816,551</b>	<b>891,856</b>	<b>994,469</b>	<b>844,948</b>
<b>NCC</b>	<b>242,566</b>	<b>370,622</b>	<b>413,463</b>	<b>346,932</b>	<b>328,359</b>
<b>FTE's</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>14</b>	<b>13</b>

## AGRICULTURAL COMMISSIONER

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	665,816	768,839	811,545	714,109	724,448
Benefits	305,119	341,996	382,980	342,754	308,947
Services & Supplies	240,241	243,217	234,010	304,174	301,149
Other Charges	38,704	3,421	1,842	1,000	-
Fixed Assets	20,259	47,250	-	-	-
Operating Transfers	-	-	3,389	-	-
Intrafund Transfers	59,442	82,729	38,913	59,611	59,751
<b>Total Appropriations</b>	<b>1,329,581</b>	<b>1,487,452</b>	<b>1,472,679</b>	<b>1,421,648</b>	<b>1,394,295</b>
Licenses, Permits	69,522	86,725	86,775	113,483	107,483
Use of Money	2,293	4,440	4,213	4,750	750
State	685,451	701,986	807,186	758,327	752,259
Federal	-	21,956	21,956	43,238	49,476
Other Governmental	11,859	24,452	24,452	13,727	13,727
Charges for Service	8,361	12,937	14,566	8,740	8,890
Misc.	2,197	1,145	1,111	1,250	1,250
<b>Total Revenue</b>	<b>779,683</b>	<b>853,641</b>	<b>960,259</b>	<b>943,515</b>	<b>933,835</b>
<b>NCC</b>	<b>549,898</b>	<b>633,811</b>	<b>512,420</b>	<b>478,133</b>	<b>460,460</b>
<b>FTE's</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>12</b>	<b>12</b>

10 Year Variance		
	\$ Change	% Change
Salaries	176,542	32%
Benefits	188,745	157%
Services & Supplies	90,144	43%
Other Charges	(624)	-100%
Fixed Assets	(30,200)	-100%
Operating Transfers	-	N/A
Intrafund Transfers	27,544	86%
<b>Total Appropriations</b>	<b>452,151</b>	<b>48%</b>
Licenses, Permits	52,155	94%
Use of Money	(7,366)	-91%
State	194,119	35%
Federal	5,980	14%
Other Governmental	3,941	40%
Charges for Service	(13,345)	-60%
Misc.	(1,227)	-50%
<b>Total Revenue</b>	<b>234,257</b>	<b>33%</b>
<b>NCC</b>	<b>217,894</b>	<b>90%</b>
<b>FTE's</b>	<b>-</b>	<b>0%</b>

Notes



## **DEVELOPMENT SERVICES**

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### **Mission**

The mission of the Development Services Department is to guide land use and development consistent with the General Plan, Building Codes & related regulations, by providing accurate, timely and courteous professional and technical services to our customers, to maintain the County's unique quality of life, protect public safety and the environment & promote economic vitality for current and future generations.

### **Program Summaries**

#### **Administration**

**Positions: 7 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$1,481,086**

**Total Revenues: \$0**

**Net County Cost: \$1,481,086**

**Furlough Value: \$18,471**

Provides oversight, direction and support for the department and is responsible for administrative and business support functions including budgeting, accounting, payroll, personnel, purchasing and contract coordination, computer services and support and clerical operations. All intra-fund costs for the department are charged to this cost center.

#### **Building Services – West Slope**

**Positions: 16.35 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$1,508,653**

**Total Revenues: \$1,480,490**

**Net County Cost: \$28,163**

**Furlough Value: \$38,165**

This unit provides all building permit services for the West Slope of El Dorado County and tracks the permit process from application through issuance to final status. Provides requested research services, pulls inspections and covers phones for the Building Division.

Revenues are ongoing and are obtained through construction permits at application and issuance, administration charges for processing Fire Protection and Community Service District development impact fees, building investigation fees, miscellaneous revenue for such things as research and re-inspections. This unit also receives permit revenue from the faxed-in-permit program and for managing the Ecological Preserve Trust Fund.

#### **Building Services - SLT**

**Positions: 1.9 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$189,447**

**Total Revenues: \$352,948**

**Net County Cost: (\$163,501)**

**Furlough Value: \$4,886**

This unit provides all building permit services for the South Lake Tahoe Area of El Dorado County and tracks the permit process from application through issuance to final status.

Revenues are ongoing and are obtained through construction permits at application and issuance, administration fees for processing Fire Protection and Community Service District development impact fees, building investigation fees, miscellaneous revenue for such things as research and re-inspections. This unit also receives permit revenue from the faxed-in-permit program.

## **DEVELOPMENT SERVICES**

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### **Building Services - TRPA**

**Positions: 1.05 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$97,788**

**Total Revenues: \$324,752**

**Net County Cost: (\$226,964)**

**Furlough Value: \$2,593**

This unit provides permit services to the Tahoe Regional Planning Agency pursuant to our Memorandum of Understanding with that agency. Services include plan review and enforcement of complex TRPA regulations and standards. Revenue is ongoing and is generated from TRPA in the form of administration, filing fees and allocation fees.

### **Inspection Services – West Slope**

**Positions: 4.95 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$513,214**

**Total Revenues: \$87,591**

**Net County Cost: \$425,623**

**Furlough Value: \$11,864**

This unit provides inspection services for the West Slope of El Dorado County. Project types include non-residential building and grading, residential and miscellaneous structure. Revenues are generated through charges for inspection services and are ongoing.

### **Inspection Services – South Lake Tahoe**

**Positions: 1.1 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$107,363**

**Total Revenues: \$45,115**

**Net County Cost: \$62,248**

**Furlough Value: \$2,712**

This unit provides inspection services for the South Lake Tahoe Area of El Dorado County. Project types include non-residential building and grading, residential and miscellaneous structure. Revenues are generated through charges for inspection services and are ongoing.

### **Inspections Services - TRPA**

**Positions: .45 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$41,653**

**Total Revenues: \$28,582**

**Net County Cost: \$13,071**

**Furlough Value: \$1,053**

This unit provides inspection services to the Tahoe Regional Planning Agency pursuant to our Memorandum of Understanding with that agency. Revenue is ongoing and is generated from services in the form of TRPA land capacity verification fees.

### **Current Planning Services**

**Positions: 14.7 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$1,533,389**

**Total Revenues: \$1,099,646**

**Net County Cost: \$433,743**

**Furlough Value: \$37,089**

This Current Planning unit is focused on processing discretionary development applications such as land divisions, special use permits and zoning applications, including the required California Environmental Quality Act (CEQA) analysis. Staff provides information to the public regarding the development review process. This unit also assists in the permit center with planning compliance services.

## **DEVELOPMENT SERVICES**

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### **Long Range Planning Services**

**Positions: 2.8 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$212,651**  
**Total Revenues: \$112,060**  
**Net County Cost: \$100,591**  
**Furlough Value: \$8,410**

The Long Range Planning unit is responsible for implementation of the County General Plan and compliance with a variety of State long-range planning requirements. Long Range Planning assignments also include providing assistance to other departments such as Transportation, Water Agency and Human Services with other long-range planning issues. Revenue is a one-time source from a one-year contract with the State of California Emergency Management Agency for the services of one Sr. Planner; and with the Human Services for one month for the services of a Sr. Planner.

### **Ordinance / Zoning Services**

**Positions: 1 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$111,100**  
**Total Revenues: \$0**  
**Net County Cost: \$111,100**  
**Furlough Value: \$2,876**

This unit is responsible for the update of the Zoning Ordinance.

### **Code Enforcement**

**Positions: 1.45 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$188,327**  
**Total Revenues: \$50,000**  
**Net County Cost: \$138,327**  
**Furlough Value: \$3,520**

The Code Enforcement Section operates within Building Services to enforce violations of the County Code and other related codes and ordinances. An investigation is initiated by responding to citizen inquiries and complaints and upon the request of other health and safety agencies. Enforcement actions must specifically address safety-related or non-permitted items such as: illegal businesses, fire-created hazards, and substandard or dangerous housing. Code Enforcement has also been used for the initial investigation and subsequent tracking of a complaint that may affect multiple departments. Revenue is transferred from the Abatement of Dangerous Buildings trust fund to cover the costs of eliminating hazards.

### **Commercial Grading**

**Positions: 1.75 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$270,642**  
**Total Revenues: \$223,500**  
**Net County Cost: \$47,142**  
**Furlough Value: \$5,025**

This unit provides all plan review and inspection activity services associated with commercial grading. Revenues are ongoing and are based on time and material billing for services provided.

### **Planning Commission**

**Positions: 0.5 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$49,247**  
**Total Revenues: \$0**  
**Net County Cost: \$49,247**  
**Furlough Value: \$928**

The Planning Commission is the Board's advisor on land use planning. The Commission reviews matters related to planning and development (e.g., specific plans, rezoning, use

## DEVELOPMENT SERVICES

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permits, and subdivisions). Depending upon provisions in the County Code, the Commission either approves/denies or makes recommendations to the Board regarding land use proposals.

### Financial Charts

#### Source of Funds

Licenses, Permits  
(\$1,665,524): Generated through Building permits fees

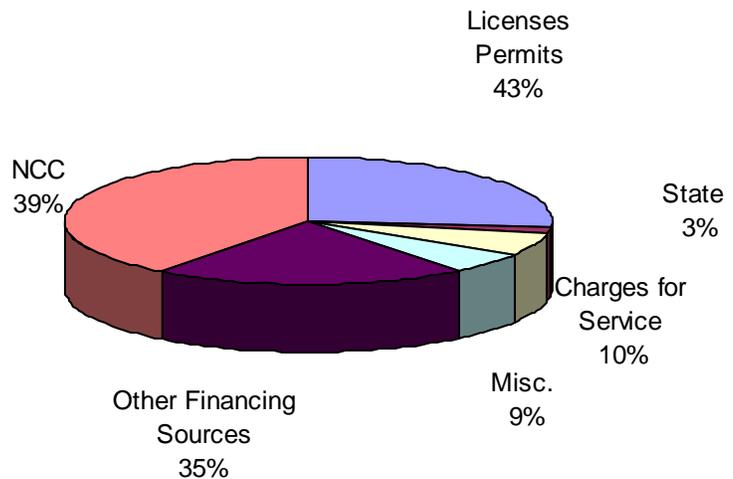
State (\$102,817): Funds received from a contract with State of California for work performed by a Senior Planner.

Charges for Services (\$370,771): Funds received from Building Inspections

Miscellaneous Revenue (\$352,040): Funds received from TRPA Building Permits combined with some grading permits

Other Financing Sources (\$1,313,532): Funds received from Planning and Engineering permit fees based on time and material

Net County Cost (NCC) (\$2,499,876): Net County General Fund Contribution

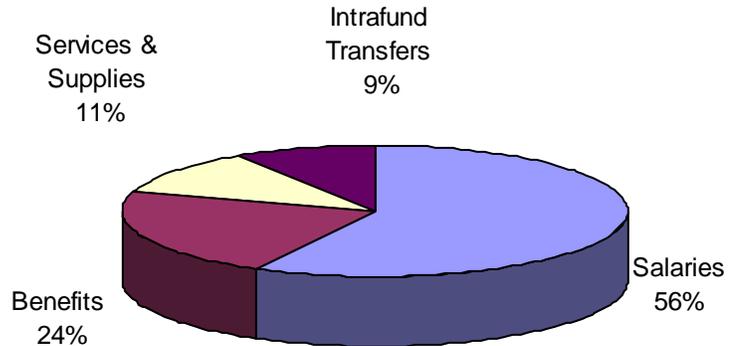


## DEVELOPMENT SERVICES

### Use of Funds

Salaries and Benefits (\$5,021,397): Primarily comprised of Salaries (\$3,414,657), Retirement (\$699,138) and Health Insurance (\$616,135)

Services and Supplies (\$707,849): Primarily comprised of insurance premiums (\$247,970), Professional and Specialized Services (\$ 242,000), Software Licenses (\$45,926), Rent & Lease Vehicles (\$37,600), Fuel Purchase (\$32,696), Rent and Lease Equipment (\$28,732), Office Expense (\$17,000), Postage (\$15,050) Public and Legal Notice (\$9,000)

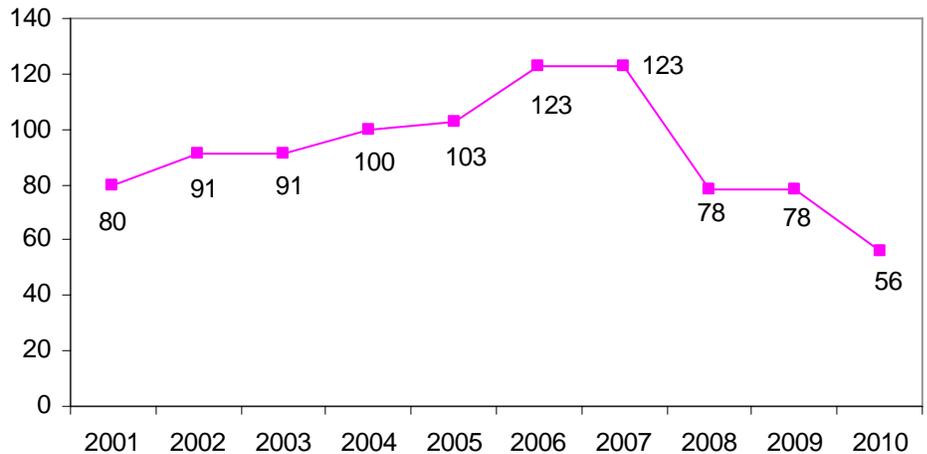


Other Charges (\$1,000): Interfund transfer for services provided between different fund types

Intrafund Transfers (\$574,314): Intrafund transfers consist of changes from other departments for services such as network support (\$ 89,180), mainframe support (\$254,103) telephone (\$ 68,087).

### Staffing Trend

Development Services averaged 93 full time equivalent positions (FTE's) over the last ten years. In fiscal year 2006/2007 Development Services reached a record high of 123 FTE's. For fiscal year 2009/2010 the recommendation is 56 FTE's. This includes the deletion of one vacant unfunded Assistant Planner. Development Services would remain with 54 FTE's on the West Slope and 2 FTE's in the South Lake Tahoe office. The reduction in FTE's represents a 54% decrease from fiscal



## **DEVELOPMENT SERVICES**

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year 2006/2007 and a 40% decrease from the 10 year average. The slowed economy is the primary reason for the reduction however budget constraints compound the problem. Development Service staff has been reduced to core functional areas.

### **Chief Administrative Office Comments**

The Proposed Budget for Development Services reflects staffing changes made during fiscal year 2008/2009 and maintains all other on-going adjustments identified at mid-year 2008/2009

Development Services was one the first departments to realize the effects of the recent economic downturn. In fiscal year 2006/2007 the department issued 5,745 building permits. For fiscal year 2008/2009 the number of building permits issued through May 26 is 3,264. The permits issued are critical to the revenue stream for Development Services. One of the challenges for Development Services will be to track the number of permits and monitor their revenue projection. The number of building permits issued is an economic indicator which may provide insight as to the strength or weakness of the local economy.

In response to the lack of permit activity and reduction in revenue, on October 2008, 17 FTE's were eliminated for an appropriation reduction of \$1,501,689. Then on November 18, 2009 4 more positions were eliminated for an additional \$425,156 reduction. In total for fiscal year 2008/2009 the Developmental Services has reduced it staffing by 21 FTE's and appropriations by \$1,926,845. The total allocations have gone from 78 to 57 with two FTE's vacant and unfunded for fiscal year 2009/2010. The total budget of \$9,411,948 adopted for fiscal year 2008/2009 has been reduced to \$6,304,560 for fiscal year 2009/2010. Development Services has drastically reduced expenditures to come within their General Fund target contribution of \$2,632,201 adding a furlough brings the General Fund contribution down to \$2,499,876.

Some of the recommendations which helped bring Development Services within its target are the deletion of a recently vacated Fiscal Administrative Manager Position and replacing it with a Department Analyst. Other cuts were made in the areas of Staff Development, Software, Office Expense, GIS, Professional and Special Services, Rents and Leases. The total revenues were reduced by \$2,493,106 and expenses were reduced by \$3,107,388 for an overall reduction of \$614,282 from the adjusted 2008/2009 fiscal year budget. The intent is to fill the Fiscal Administrative Manager position from an internal recruitment and then come back to the Board with some alternative cost neutral position allocation requests.

Since October 2008 the Development Services workforce has been drastically reduced. Additionally in the 2009/2010 budget two senior planners are being deployed to other agencies/ departments. One to the State of California which represents 100% cost recovery for one year; and the other to Human Services in an effort to evaluate the organizational structure of the Economic Development Block Grants.

Challenges facing Development Services evolve around a limited staff and the priorities for the coming year. Development Services will be examining their internal permit process, identifying areas to improve. The Zoning Ordinance update is a major project for Development Services unfortunately time spent on zoning is not a recoverable cost. However, it is a Board approved priority for Development Services. The incongruence between the General Plan and Zoning creates many administrative problems in the land use and planning process.

## DEVELOPMENT SERVICES

An option which would improve service and facilitate the payment of permit fees is to accept Visa, MasterCard and American Express as payment. Currently, cash or checks are the only available payment options. Providing additional payment options would provide greater flexibility and may encourage some additional permits.

Additional revenue could be generated by revising the fee structure. The current fee structure of Development Services does not cover the true cost of doing business. The rate of \$100.00 per hour is not sufficient to cover the overhead and administration cost of Development Services. Options available include, raising the hourly rate and flat rating certain standard permits. This would provide value to the community because some standard permits would have a fixed cost. Thus individuals could anticipate the cost in the beginning of the process and not be surprised during or at the issuance of the permit.

Development Services has been able to budget for fiscal year 2009/2010 within the County's financial target. However, with only 56 allocated positions remaining it should be noted that any additional cuts would affect the core functions and services.

### Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 34 DEVELOPMENT SERVICES

		CURRENT YR	CAO			
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0220	PERMIT: CONSTRUCTION	1,936,955	3,502,710	1,639,524	1,639,524	-1,863,186
0240	PERMIT: ZONING ADMINISTRATION	27,892	50,000	26,000	26,000	-24,000
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	1,964,847	3,552,710	1,665,524	1,665,524	-1,887,186
0880	ST: OTHER	0	0	0	102,817	102,817
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	0	0	0	102,817	102,817
1320	AUDIT & ACCOUNTING FEES	8,405	17,000	7,360	7,360	-9,640
1400	PLAN & ENG: SERVICES	139,827	173,000	142,380	142,380	-30,620
1409	SUBDIVISION TENTATIVE / FINAL MAP PC FEE	6,000	30,000	8,000	8,000	-22,000
1410	GRADING: APPLICATION FEE	4,600	1,500	3,500	3,500	2,000
1740	CHARGES FOR SERVICES	158,383	252,000	132,706	132,706	-119,294
1741	SPECIAL PROJECT STAFF HOURS	500	10,000	0	0	-10,000
1752	BUILDING INVESTIGATION FEE	39,310	17,200	39,000	39,000	21,800
1768	TRPA - TAHOE REGIONAL PLANNING AGENCY	43,412	30,000	28,582	28,582	-1,418
1800	INTERFND REV: SERVICE BETWEEN FUND	0	0	0	9,243	9,243
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	400,437	530,700	361,528	370,771	-159,929
1940	MISC: REVENUE	428,431	427,000	352,040	352,040	-74,960
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	428,431	427,000	352,040	352,040	-74,960
2020	OPERATING TRANSFERS IN	1,679,755	1,787,380	1,313,532	1,313,532	-473,848
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	1,679,755	1,787,380	1,313,532	1,313,532	-473,848
<b>TYPE: R SUBTOTAL</b>		4,473,470	6,297,790	3,692,624	3,804,684	-2,493,106

# DEVELOPMENT SERVICES

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 34 DEVELOPMENT SERVICES

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED BUDGET	REQUEST	RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	3,855,307	4,866,751	3,591,005	3,414,657	-1,452,094
3001	TEMPORARY EMPLOYEES	222,780	150,000	0	0	-150,000
3002	OVERTIME	29,157	0	0	0	0
3004	OTHER COMPENSATION	158,593	78,962	54,195	54,195	-24,767
3005	TAHOE DIFFERENTIAL	10,171	14,400	4,800	4,800	-9,600
3020	RETIREMENT EMPLOYER SHARE	780,405	959,536	705,585	699,138	-260,399
3022	MEDI CARE EMPLOYER SHARE	48,022	64,803	46,119	45,698	-19,105
3040	HEALTH INSURANCE EMPLOYER SHARE	720,190	1,001,847	630,690	616,135	-385,712
3041	UNEMPLOYMENT INSURANCE EMPLOYER	19,691	19,691	26,932	26,675	6,984
3042	LONG TERM DISABILITY EMPLOYER SHARE	17,548	17,548	12,927	12,812	-4,736
3043	DEFERRED COMPENSATION EMPLOYER	16,107	16,926	13,553	13,553	-3,373
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	267,020	267,020	58,526	58,526	-208,494
3060	WORKERS' COMPENSATION EMPLOYER	53,631	53,631	48,749	69,209	15,578
3080	FLEXIBLE BENEFITS	18,870	54,000	6,000	6,000	-48,000
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>6,217,492</b>	<b>7,565,115</b>	<b>5,199,081</b>	<b>5,021,397</b>	<b>-2,543,718</b>
4040	TELEPHONE COMPANY VENDOR PAYMENTS	4,386	12,300	3,172	3,172	-9,128
4041	COUNTY PASS THRU TELEPHONE CHARGES	1,582	5,293	1,600	1,600	-3,693
4080	HOUSEHOLD EXPENSE	0	0	220	220	220
4086	JANITORIAL / CUSTODIAL SERVICES	563	3,100	0	0	-3,100
4100	INSURANCE: PREMIUM	165,079	165,079	279,678	247,970	82,891
4141	MAINT: OFFICE EQUIPMENT	650	1,400	300	300	-1,100
4142	MAINT: TELEPHONE / RADIO	0	200	0	0	-200
4160	VEH MAINT: SERVICE CONTRACT	300	1,170	0	0	-1,170
4161	VEH MAINT: PARTS DIRECT CHARGE	220	100	200	200	100
4220	MEMBERSHIPS	340	545	1,105	1,105	560
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	940	2,180	1,010	1,010	-1,170
4260	OFFICE EXPENSE	18,284	31,572	18,350	17,250	-14,322
4261	POSTAGE	12,720	14,375	15,050	15,050	675
4262	SOFTWARE	0	36,336	3,000	3,000	-33,336
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	340	600	150	150	-450
4264	BOOKS / MANUALS	750	6,600	1,190	1,190	-5,410
4266	PRINTING / DUPLICATING SERVICES	341	600	1,036	1,036	436
4300	PROFESSIONAL & SPECIALIZED SERVICES	284,875	331,000	242,000	242,000	-89,000
4322	MEDICAL & SOBRIETY EXAMINATIONS	0	1,500	100	0	-1,500
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	200	300	100	100	-200
4400	PUBLICATION & LEGAL NOTICES	8,647	15,800	9,000	9,000	-6,800
4420	RENT & LEASE: EQUIPMENT	27,500	27,500	28,732	28,732	1,232
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	7,239	39,100	2,000	2,000	-37,100
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	380	1,184	550	450	-734
4461	EQUIP: MINOR	1,500	5,100	2,840	1,440	-3,660
4462	EQUIP: COMPUTER	50	5,350	100	100	-5,250

# DEVELOPMENT SERVICES

## Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 34 DEVELOPMENT SERVICES

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
4463	EQUIP: TELEPHONE & RADIO	0	300	0	0	-300
4500	SPECIAL DEPT EXPENSE	800	13,625	1,877	1,877	-11,748
4503	STAFF DEVELOPMENT	8,400	11,400	9,350	3,800	-7,600
4529	SOFTWARE LICENSE	39,713	3,699	51,426	45,926	42,227
4600	TRANSPORTATION & TRAVEL	4,050	5,750	6,275	6,275	525
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	3,480	5,650	2,600	2,600	-3,050
4605	RENT & LEASE: VEHICLE	87,734	135,327	51,200	37,600	-97,727
4606	FUEL PURCHASES	35,145	59,174	32,696	32,696	-26,478
4620	UTILITIES	0	4,840	0	0	-4,840
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	716,208	948,049	766,907	707,849	-240,200
5240	CONTRIB: NON-CNTY GOVERNMENTAL	85,787	105,000	40,000	0	-105,000
5300	INTERFND: SERVICE BETWEEN FUND TYPES	2,490	2,490	1,000	1,000	-1,490
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	88,277	107,490	41,000	1,000	-106,490
7200	INTRAFUND TRANSFERS: ONLY GENERAL	1,980,905	1,980,905	1,958,423	1,714,319	-266,586
7220	INTRAFND: TELEPHONE EQUIPMENT &	68,087	68,087	68,087	68,087	0
7221	INTRAFND: RADIO EQUIPMENT & SUPPORT	730	730	730	730	0
7223	INTRAFND: MAIL SERVICE	5,057	5,057	5,057	5,057	0
7224	INTRAFND: STORES SUPPORT	4,913	4,913	4,913	4,913	0
7225	INTRAFND: CENTRAL DUPLICATING	21,100	21,100	21,100	11,100	-10,000
7226	INTRAFND: LEASE ADMINISTRATION FEE	2,964	2,964	0	0	-2,964
7227	INTRAFND: MAINFRAME SUPPORT	319,678	319,678	254,103	254,103	-65,575
7229	INTRAFND: PC SUPPORT	1,200	1,200	1,200	1,200	0
7231	INTRAFND: IS PROGRAMMING SUPPORT	6,000	6,000	6,000	6,000	0
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	500	500	500	500	0
7234	INTRAFND: NETWORK SUPPORT	145,463	145,463	89,180	89,180	-56,283
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	2,556,597	2,556,597	2,409,293	2,155,189	-401,408
7350	INTRFND ABATEMENTS: GF ONLY	-1,765,303	-1,765,303	-1,724,979	-1,580,875	184,428
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-1,765,303	-1,765,303	-1,724,979	-1,580,875	184,428
<b>TYPE: E SUBTOTAL</b>		7,813,271	9,411,948	6,691,302	6,304,560	-3,107,388
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	3,339,801	3,114,158	2,998,678	2,499,876	-614,282
<b>DEPARTMENT: 34</b>	<b>SUBTOTAL</b>	3,339,801	3,114,158	2,998,678	2,499,876	-614,282

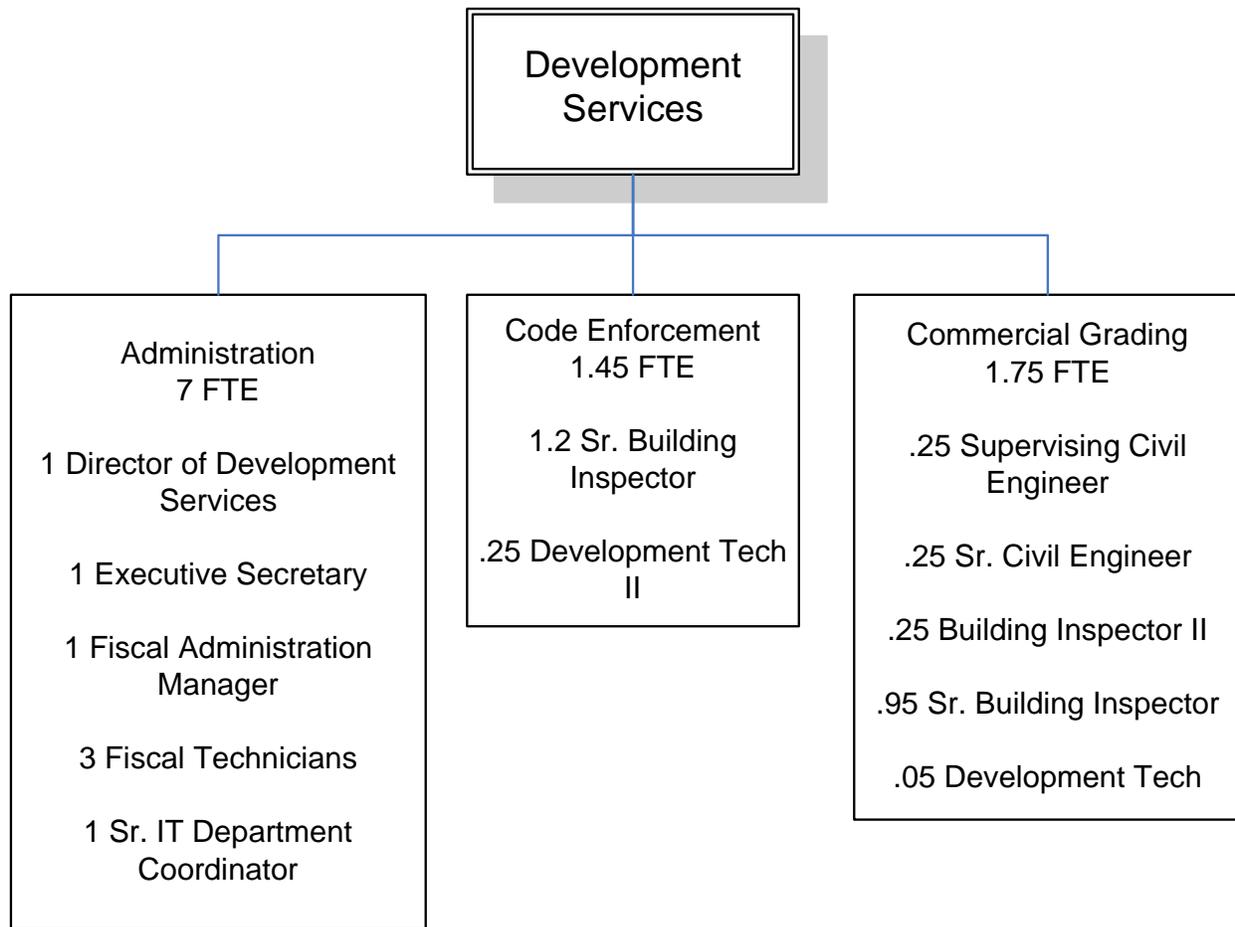
## DEVELOPMENT SERVICES

Classification Titles	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Director of Development Services	1.00	1.00	1.00	0.00
Assistant/Associate Planner	8.00	8.00	7.00	-1.00
Building Inspector I/II	7.00	7.00	7.00	0.00
Clerk of the Planning Commission	1.00	1.00	1.00	0.00
Department Analyst I		0.00	1.00	1.00
Deputy Director Development Svcs - Building Official	1.00	1.00	1.00	0.00
Development Aide I/II	3.00	3.00	3.00	0.00
Development Technician I/II	5.00	5.00	5.00	0.00
Executive Assistant	1.00	1.00	1.00	0.00
Fiscal Administrative Manager	1.00	1.00	0.00	-1.00
Fiscal Technician	3.00	3.00	3.00	0.00
Office Assistant I/II	1.00	1.00	1.00	0.00
Operations Supervisor	1.00	1.00	1.00	0.00
Principal Planner	3.00	3.00	3.00	0.00
Sr. Building Inspector	8.00	8.00	8.00	0.00
Sr. Civil Engineer	1.00	1.00	1.00	0.00
Sr. Development Aide	1.00	1.00	1.00	0.00
Sr. Development Technician	2.00	2.00	2.00	0.00
Sr. Information Technology Department Coordinator	1.00	1.00	1.00	0.00
Sr. Planner	7.00	7.00	7.00	0.00
Supervising Civil Engineer	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>57.00</b>	<b>57.00</b>	<b>56.00</b>	<b>-1.00</b>

Department Total Allocations 56

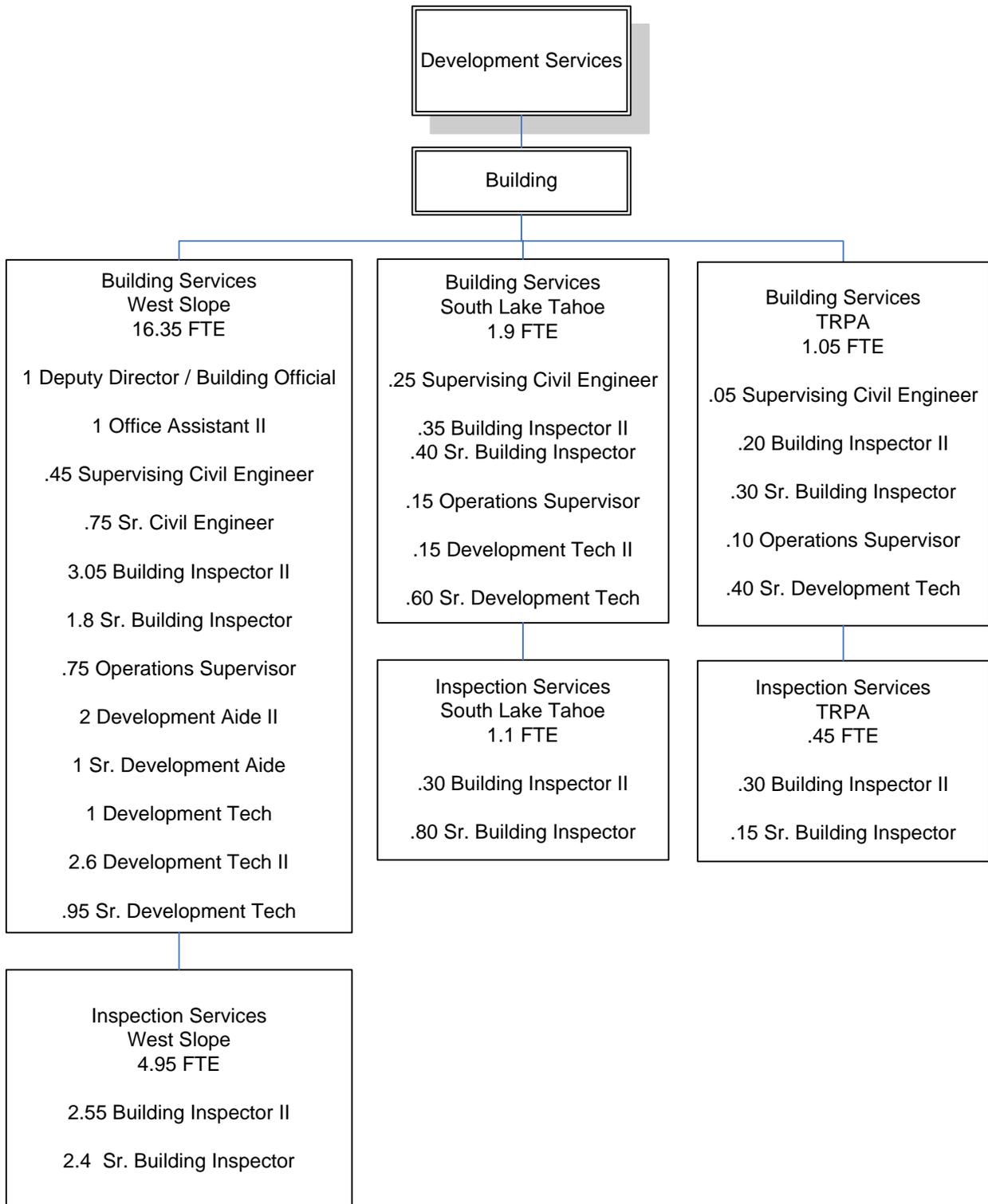
## DEVELOPMENT SERVICES

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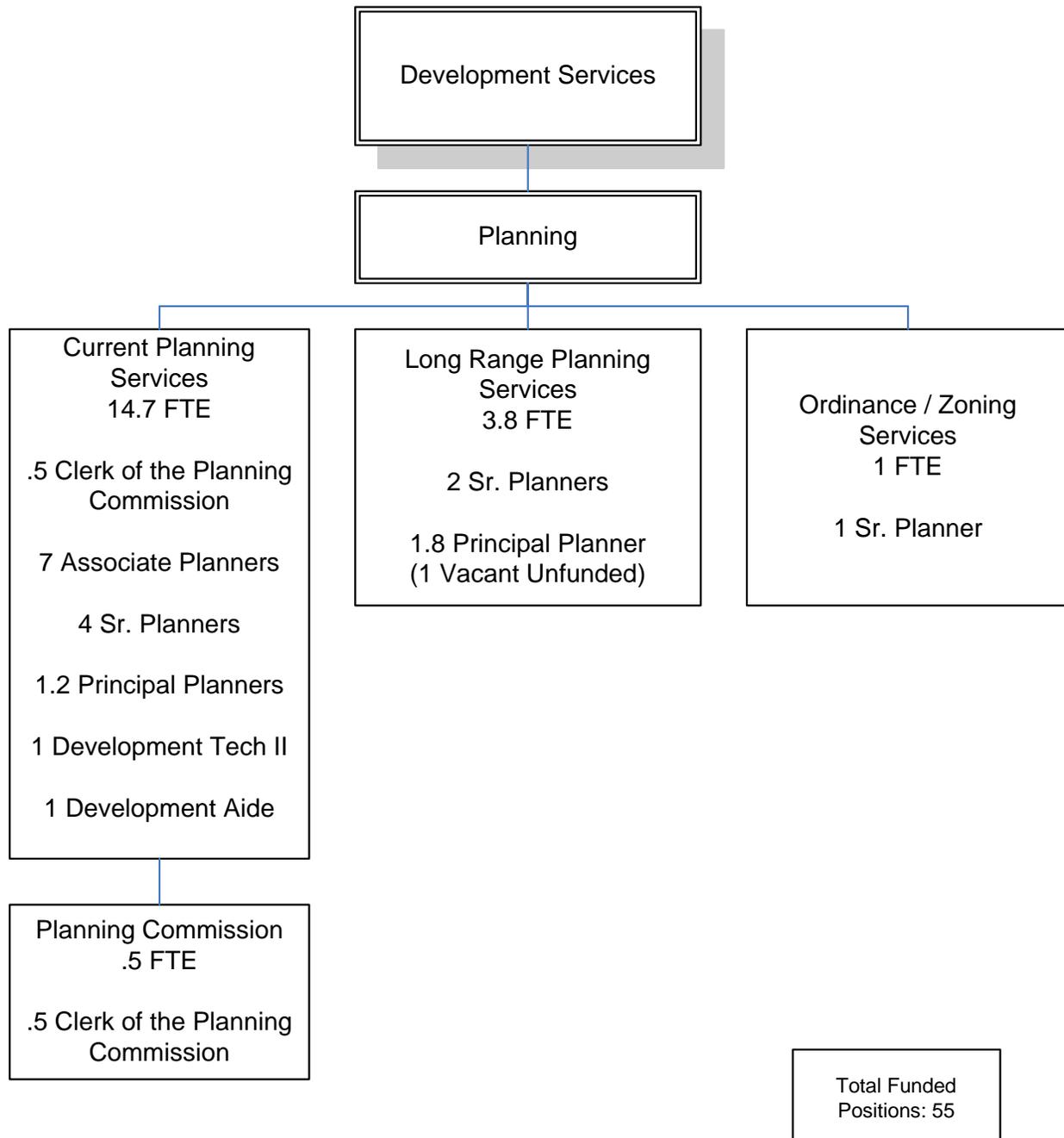
# DEVELOPMENT SERVICES

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# DEVELOPMENT SERVICES

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## DEVELOPMENT SERVICES

### Ten Year History

	<b>00/01</b>	<b>01/02</b>	<b>02/03</b>	<b>03/04</b>	<b>04/05</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
Salaries	3,425,944	3,882,972	4,272,858	4,347,083	4,219,989
Benefits	682,445	827,322	1,047,728	1,467,867	1,843,812
Services & Supplies	857,390	1,565,307	2,292,540	919,852	858,717
Other Charges	86,703	79,631	89,686	70,412	142,997
Fixed Assets	59,827	104,040	35,540	208,399	20,139
Operating Transfers	-	122,948	-	45,964	14,093
Intrafund Transfers	328,745	(187,677)	435,477	396,380	488,477
<b>Total Appropriations</b>	<b>5,441,054</b>	<b>6,394,543</b>	<b>8,173,829</b>	<b>7,455,957</b>	<b>7,588,224</b>
Licenses, Permits	4,994,933	4,464,271	5,241,664	5,893,963	5,681,298
State	-	-	-	77,685	(76,659)
Charges for Service	664,902	769,231	692,444	594,197	575,210
Misc.	173,734	193,828	386,873	257,728	126,169
Other Financing Sources	-	56,975	609,680	170,000	483,201
<b>Total Revenue</b>	<b>5,833,569</b>	<b>5,484,305</b>	<b>6,930,661</b>	<b>6,993,573</b>	<b>6,789,219</b>
<b>NCC</b>	<b>(392,515)</b>	<b>910,238</b>	<b>1,243,168</b>	<b>462,384</b>	<b>799,005</b>
<b>FTE's</b>	<b>80</b>	<b>91</b>	<b>91</b>	<b>100</b>	<b>103</b>

## DEVELOPMENT SERVICES

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	5,444,815	6,189,174	5,569,541	4,105,608	3,645,200
Benefits	2,417,232	2,656,035	2,479,779	1,953,630	1,376,197
Services & Supplies	935,555	1,375,966	1,044,183	593,384	707,849
Other Charges	98,362	72,668	42,350	88,277	1,000
Fixed Assets	84,857	28,867	4,538	-	-
Operating Transfers	-	22,999	-	-	-
Intrafund Transfers	654,825	667,362	754,812	791,294	574,314
<b>Total Appropriations</b>	<b>9,635,646</b>	<b>11,013,071</b>	<b>9,895,203</b>	<b>7,532,193</b>	<b>6,304,560</b>
Licenses, Permits	4,900,825	4,094,311	3,489,978	1,800,000	1,665,524
State	-	-	20,554	-	102,817
Charges for Service	508,624	381,885	537,348	400,437	370,771
Misc.	242,571	693,548	519,668	428,431	352,040
Other Financing Sources	179,517	1,153,170	1,166,422	1,550,332	1,313,532
<b>Total Revenue</b>	<b>5,831,537</b>	<b>6,322,914</b>	<b>5,733,970</b>	<b>4,179,200</b>	<b>3,804,684</b>
<b>NCC</b>	<b>3,804,109</b>	<b>4,690,157</b>	<b>4,161,233</b>	<b>3,352,993</b>	<b>2,499,876</b>
<b>FTE's</b>	<b>123</b>	<b>123</b>	<b>78</b>	<b>78</b>	<b>56</b>

10 Year Variance		
	\$ Change	% Change
Salaries	219,256	6%
Benefits	693,752	102%
Services & Supplies	(149,541)	-17%
Other Charges	(85,703)	-99%
Fixed Assets	(59,827)	-100%
Operating Transfers	-	N/A
Intrafund Transfers	245,569	75%
<b>Total Appropriations</b>	<b>863,506</b>	<b>16%</b>
Licenses, Permits	(3,329,409)	-67%
State	102,817	N/A
Charges for Service	(294,131)	-44%
Misc.	178,306	103%
Other Financing Sources	1,313,532	N/A
<b>Total Revenue</b>	<b>(2,028,885)</b>	<b>-35%</b>
<b>NCC</b>	<b>2,892,391</b>	<b>737%</b>
<b>FTE's</b>	<b>(24)</b>	<b>-30%</b>

### Notes



# TRANSPORTATION

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## Mission Statement

The mission of the Department of Transportation is to provide a safe, congestion free highway system that is responsive to the needs of the County's citizens, and is environmentally sensitive; additionally, to protect the County's investment in facilities, vehicles, parks and cemeteries; and to provide efficient, quality service to our internal customers and the citizens of El Dorado County.

## Program Summaries

### Fund 10 – General Fund

#### Facility Services

**Positions: 31 FTE**

**Extra Help: \$0**

**Overtime: \$36,116**

**Total Appropriations: \$4,694,851**

**Total Revenue: \$435,140**

**Net County Cost: \$4,259,711**

**Furlough Value: \$51,105**

The Facility Services Unit is comprised of six sections, and provides custodial and maintenance services to the County facilities. There are two custodial sections, one providing cleaning services to the West Slope facilities, and one providing services to the Tahoe Basin. Additionally, there are two Operations/Maintenance Services sections, one for West Slope, one for Tahoe. This section performs operations and repair of building systems and structures, including HVAC, electrical, plumbing, painting, and carpentry. The Grounds Maintenance section provides landscaping and grounds keeping services for County facilities, as well as work in the County cemeteries billed to the cemetery funds.

The Facilities Services Unit's revenue is received from County Departments and Courts for the janitorial and maintenance services provided.

#### Property Services

**Positions: 0 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$371,694**

**Total Revenue: \$55,638**

**Net County Cost: \$316,056**

The Property Services unit is staffed by the Facilities Engineering unit. This unit acquires and disposes of real property, negotiates and manages facilities leasing, and administers the Sacramento-Placerville Transportation Corridor (SPTC) projects.

Property Services receives funding from rent collected from tenants of County-owned properties.

#### County Engineer

**Positions: 0 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$1,228,576**

**Total Revenue: \$650,576**

**Net County Cost: \$578,000**

The County Engineer Program provides civil engineering functions associated with subdivision and parcel map development including tentative map and improvement plan check; construction

## **TRANSPORTATION**

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inspection and contract administration; grading and site improvement plan check and inspection; and miscellaneous responsibilities. DOT's County Engineer Program provides for the implementation of the National Pollutant Discharge Elimination System (NPDES) program involving the implementation of a Storm Water Management Plan as required by the Regional Water Quality Control Board under the Statewide Phase II Storm Water permit. Staff supporting the County Engineer function are initially funded in the Road Fund in various cost centers to include Construction, Transportation Planning & Land Development, and Engineering and secondarily billed to the County Engineer function which accounts for the fact that the FTEs are shown as zero.

The County Engineer Unit's revenue sources are from development-based deposits, flat-rate fees and time & material charges for work performed by the unit.

### **Fund 11 Special Revenue Fund – Road Fund**

#### **Maintenance**

**Positions: 104 FTE**

**Extra Help: \$378,827\***

**Overtime: \$228,141\*\***

**Total Appropriations: \$15,455,240**

**Total Revenue: \$2,106,880**

**Net Road Fund Cost: \$13,348,360**

**General Fund Contribution: \$1,565,000**

**Furlough Value: \$212,389**

This division is responsible for the maintenance of approximately 1,070 miles of roadway in El Dorado County. The maintenance program includes asphalt patching and paving, roadside brushing and tree trimming, crack sealing, ditch cleaning, roadway sweeping, storm drain and culvert cleaning, bridge maintenance and the roadside vegetation control (herbicide) program. In addition, it conducts the snow removal program and the surface treatment (overlay and chip seal) program as funding becomes available. This division is also responsible for the Traffic Unit, which provides installation and maintenance of roadway signs, traffic signals and roadway striping. The Maintenance Division also operates the equipment maintenance facilities that maintain the department's heavy equipment and vehicles. The General Fund Contribution of \$1,565,000 is for chip sealing of roadways in the County.

Major Revenue Sources for this unit include: Measure S (\$27,000), TRPA (\$28,000), RSTP (\$37,000), Special Districts (\$346,000), billings for repair of County property damaged during traffic accidents, and from the City of Placerville for purchase of Emulsion from the County.

*\*One Extra Help employee is an employee experienced in the County's Cemetery administration. 20 Extra Help employees are needed seasonally for snow removal and/or labor intensive maintenance projects such as paint and striping projects, Special District drainage maintenance etc.*

*\*\*The majority of overtime is related to snow removal efforts during the winter months. Overtime is also required during emergency response call outs.*

#### **Transportation Planning &**

**Positions: 21 FTE**

**Extra Help: \$69,144\***

**Overtime: \$11,000**

**Total Appropriations: \$2,775,407**

**Total Revenue: \$2,018,407**

**Net Road Fund Cost: \$756,536**

**General Fund Contribution: \$156,991**

**Furlough Value: \$61,886**

## TRANSPORTATION

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This Division is responsible for long range transportation planning, including General Plan implementation measures identified as DOT's responsibility under the adopted General Plan, administration of the traffic impact mitigation fee program, road alignment studies, route adoptions, and project study reports. The Division is also responsible for coordination with regional transportation entities and for input into the State Transportation Improvement Program (STIP). The Land Development Unit is responsible for discretionary review of projects where development is conditioned to construct improvements to mitigate impacts resulting from the proposed project; reviews project plans, and implements the NPDES program on the west slope. The General Fund contribution of \$156,991 is for general plan implementation costs.

Major Revenue Sources for this unit include: Road Permits (\$60,000), Traffic Impact Mitigation Fee funds (\$612,000), Franchise Fees (\$200,000), Charges to County Engineer (\$851,000) for staff time on a reimbursement basis.

*\*This Extra Help employee is part-time and pursues grant opportunities for the County.*

### **Engineering/Construction**

**Positions: 79 FTE**

**Extra Help: \$38,305 \***

**Overtime: \$226,045 \*\***

**Total Appropriations (\$160,776)**

**Total Revenue: \$716,145**

**Net Road Fund Cost: (\$876,921)**

**Furlough Value: \$212,865**

The Road Engineering Program includes two regional divisions: West Slope and the Tahoe Basin. The unit is responsible for the construction of the Department's Capital Improvement Program (CIP). The construction of these projects includes environmental review, planning, acquiring right-of-way, designing, engineering, surveying and constructing County roads, highways, bridges, interchanges, and storm water quality Best Management Practices. Engineering also performs inspections and material testing for roadway construction, including developer-advanced road projects, performs the subdivision inspection function of the County Engineer, and oversees public utility facilities construction activities within the County road right-of-way. The Appropriations shown above are negative as this unit supports the CIP and Erosion Control Programs which generate overhead recovery. The revenue is realized as an intrafund abatement to the appropriations rather than in a revenue classification. The Engineering Division also includes the Office Engineer function. The Office Engineer Unit is responsible for the creation of operating standards to facilitate project delivery, the creation of policy and guidelines for the Department's Continuous Quality Improvement Program (CQIP) and department wide contract coordination.

Major Revenue Sources for this unit include: Franchise Fees (\$185,000), Charges to County Engineer for Staff time (\$287,000), Public Utility Inspections (\$53,000), Charges for miscellaneous engineering services (\$15,000).

*\*Office Engineer Unit has an increased workload during the spring and summer, and will require the assistance of an Extra Help employee to assist in the review and approval of plans, specifications and bid documents. Surveying unit is utilizing an experienced extra help employee to complete the survey of record for the Missouri Flat project.*

*\*\*Overtime for the Construction Unit is required during the construction season usually May – Oct. Engineers and inspectors are required to be at the job sites while contractors are working. Overtime for the design engineers may be required to meet critical deadlines and to provide engineering support during construction.*

## TRANSPORTATION

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### **Engineering – Facilities**

**Positions: 13 FTE**  
**Extra Help: \$77,076\***  
**Overtime: \$0**

**Total Appropriations: \$1,464,179)**  
**Total Revenue: \$1,587,578**  
**Net Road Fund Cost: (\$123,399)**  
**Furlough Value: \$34,310**

The Facilities Engineering Program is responsible for the management and engineering for the County's Facility Capital Program and the Parks Capital Program, and the development and implementation of a Facilities and Parks CIP. In addition, this unit's staff performs administrative oversight of the County's Airports unit and manages the Property Services program which includes Real Property Management as well as facility leases.

Funding for this unit is provided by charges to the Facilities and Parks Capital Improvement Programs and to the Airports for staff time towards development and implementation of the capital programs. This unit generates revenue that goes towards overhead cost recovery for the Road Fund.

*\*Extra help employee is the Facilities Supervisor responsible for developing the Facilities master plan. This job specification is currently being written. The position is currently vacant pending creation and approval of the job specification and salary range.*

### **Administration**

**Positions: 24 FTE**  
**Extra Help: \$6,000**  
**Overtime: \$12,500**

**Total Appropriations: \$3,360,080**  
**Total Revenue: \$10,000**  
**Net Road Fund Cost: \$3,350,080**  
**Furlough Value: \$56,696**

The Administration group is comprised of three units: The Director's Office, Fiscal Operations and Office Management. The Director's Office manages all divisions and has overall responsibility for the department. Fiscal Operations has responsibility for the primary financial and business support functions of the department such as budgeting, accounting, payroll, fiscal operations, and capital financing. The Office Management unit performs personnel recruitment services, maintains employee relations and coordinates office planning and space management. This division also includes the Information Services section, responsible for hardware and software installation and maintenance, computer system administration, data download processing, application program development, system conversions and website development.

Funding for the Administrative Unit are from charges for staff time utilized in preparation of documentation and administration of reimbursements from Mello-Roos and Assessment districts to developers in the County.

*\*Extra Help employee is currently assisting with additional workload due to the transition of General Services into the Department of Transportation and will continue 3 months into the new fiscal year until vacant full-time allocated positions are filled and trained.*

## **TRANSPORTATION**

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### **General Department Costs**

**Positions: 0 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$3,465,493**  
**Total Revenue: \$19,920,152**  
**Total Road Fund Cost: (\$16,454,659)**

General Department costs consist of department-wide costs such as building rent, office supplies, liability insurance, telephone charges, etc. Where these services are provided to restricted road fund programs, costs are recovered through the billing rates charged to that program.

The Road Fund discretionary revenue sources are received in this unit. Major revenue sources for the General Department Unit are: State Highway Taxes (Gas Tax) (\$5,475,000), Road District Taxes (\$5,463,000), Traffic Congestion Relief (\$2,807,000), Federal Forest Reserve (\$1,438,000), Public Utility Franchise Fees (\$715,000) and Proposition 1B (\$589,252).

Proposition 1B funding will be used for the following projects: Chip seal \$500,000 and Asphalt patching \$89,252.

### **Capital Roadway Improvements**

**Positions: 0 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$90,621,866**  
**Total Revenue: \$90,621,866**  
**Total Road Fund Cost: \$0**  
**General Fund Contribution: \$350,000**

This program with the staff provided by the Road Engineering Program provides for the project development and construction of County roadway capital improvements. The Capital Improvement Program (CIP) focuses on the transportation system within the County, consisting of the roadway network and bicycle and pedestrian facilities. The CIP provides for rehabilitation of existing infrastructure as well as providing for expansion of existing facilities and systems. The appropriations included in the proposed budget are consistent with the Proposed Ten-Year CIP. The General Fund Contribution of \$350,000 is for Pioneer Trail Overlay.

Major revenue sources for the Capital Roadway Improvement program are: County Traffic Impact Mitigation Fee funds (\$19.8M), State Regional Improvement Program (RIP) and Off Highway Vehicle (OHV) grants (\$16M), SCIP Funding (\$11.0M), Prop 1A/1B (\$7.5M), Inspection Fees (\$7.1M), Highway Bridge Program (\$5.5M), Federal RSTP (\$4.9M), Silva Valley Interchange Fund (\$4.3M), SHOPP/BTA (\$3.0M) and charges to EID (\$2M).

### **Fund 11 - Special Revenue Funds Other**

#### **Erosion Control Improvements**

**Positions: 0 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$5,241,309**  
**Total Revenue: \$5,241,309**  
**Net County Cost: \$0**

The primary objective of the Erosion Control Program is to utilize grant funding and local TRPA mitigation funds to construct the El Dorado County storm water quality improvement projects and environmental restoration projects contained within the Lake Tahoe Basin Environmental Improvement Program (EIP), which is incorporated into the CIP. Resources provided by the Engineering Program are utilized to accomplish this objective. The Lake Tahoe Basin EIP and

## **TRANSPORTATION**

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Federal water quality mandates have objectives designed to accelerate achievement of water quality improvement goals established for the Lake Tahoe region. The Erosion Control Program also includes efforts related to the implementation of bicycle facilities identified in the Lake Tahoe EIP to assist in the attainment of air quality thresholds.

Funding for the Erosion Control program largely comes from: US Forest Service (\$2.6M), the California Tahoe Conservancy (\$1.7M), the Tahoe Regional Planning Authority (\$480,000) and the Bureau of Reclamation (\$350,000).

### **Road District Tax**

**Positions: 0 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$5,474,648**  
**Total Revenue: \$5,474,648**  
**Net County Cost: \$0**

This budget unit is established for the purpose of initially capturing property taxes designated for road purposes as Road District Tax revenues which are subsequently transferred out of this fund and recorded as funding sources to the Road Fund.

The Road District Tax unit receives all its revenue from property taxes and homeowner's tax relief funds.

### **Fund 12 – Special Revenue: BOS Governed Districts**

#### **Special Districts and Zones of Benefit**

**Positions: 0 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$3,825,965**  
**Total Revenue: \$3,825,965**  
**Net County Cost: \$0**

This program provides for the activities of County Service Areas 2, 3, 5, and 9 and Zones of Benefit. Areas and zones are established to provide road and drainage maintenance, lighting, cemetery services and other localized services to a specific area.

Special Districts is primarily funded by direct and special assessments to benefiting parcels.

### **Fund 13 – Capital Project Fund**

#### **Facility Capital Projects**

**Positions: 0 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$10,707,205**  
**Total Revenue: \$10,707,205**  
**General Fund Contribution: \$1,736,973**

This program, which is staffed by the Facilities Engineering Unit, is responsible for the project development and construction of facilities that support County functions. In addition, the program performs major maintenance projects on existing County buildings and infrastructure. The appropriation amount includes a debt service payment of \$566,000 for the bond that financed the construction of the County's "Building C". FY 2009-10 will be the final payment for the bond financing. The General Fund contribution of \$1,736,973 is for construction of the new Animal Services shelter. These funds carry over year after year based on the initial BOS



## TRANSPORTATION

New Facility Projects			
Project #	Project Title	Amount	Funding Source
N.Y.A. *	Court - Bldg C IT Office Space Remodel	55,000	Court Construction Special Rev Fund
N.Y.A. *	Juvenile Hall Construction / Remodel	1,000,000	Court Construction Special Rev Fund
N.Y.A. *	Court - CP Modular Construct	482,875	Court Construction Special Rev Fund
N.Y.A. *	Miscellaneous - (Funding w/ no defined project)	154,800	ACO Fund Balance / Revenue
N.Y.A. *	Georgetown Airport CIP Match	36,965	ACO Fund Balance
<b>Total New Projects</b>		<b>\$1,729,640</b>	

\* Not Yet Assigned

### Park Capital Projects

**Positions: 0 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$284,946**  
**Total Revenue: \$284,946**  
**General Fund Contribution: \$110,000**

The Park Capital Projects program, staffed by the Facilities Engineering program, plans, develops and constructs park facilities in the County.

This unit's funding includes Property Taxes, Community Enhancement Funds, Quimby Fees, and the River Trust Fund.

Department of Transportation FY 2009-10 ACO Fund Budget PROPOSED WORKPLAN			
New Parks Projects			
Project #	Project Title	Amount	Funding Source
<b>Total New Projects</b>		<b>0</b>	
Carryover Parks Projects			
Project #	Project Title	Amount	Funding Source
03-01	Bass Lake Master Plan	50,000	ACO Fund - General Fund
03-01A	Bass Lake Master Plan	18,106	ACO Fund Balance
08-01	Parks Master Plan	156,840	ACO Fund Balance
08-01	Parks Master Plan	50,000	General Fund
09-04	Chili Bar Master Plan	10,000	General Fund
<b>Total Carryover Projects</b>		<b>284,946</b>	

## **TRANSPORTATION**

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### **Fund 31 – Enterprise Fund**

#### **Airports**

**Positions: 3 FTE**  
**Extra Help: \$6,940\***  
**Overtime: \$4,500**

**Total Appropriations: \$1,948,256**  
**Total Revenue: \$1,948,256**  
**General Fund Contribution: \$69,404**  
**Furlough Value: \$5,330**

This program provides for the operation and maintenance of the general aviation facilities located at the Placerville and Georgetown airports and provides for oversight of capital improvement projects at the airports. The General Fund contribution of \$69,404 supports operations at the Georgetown airport.

The Airports Unit receives funding from Federal and State Aviation Grants, the sale of aviation fuel, and rental of tie-downs and hangers at the airports.

*\*Airport needs this position only for a portion of the year, during the summer the Airport staff performs labor-intensive maintenance and improvement projects.*

#### **South Lake Tahoe Transit**

**Positions: 0 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$3,729**  
**Total Revenue: \$3,729**  
**Net County Cost: \$0**

The County contracted with South Tahoe Area Transit Authority (STATA) to provide for the consolidation of the operation and administration of the South Lake Tahoe transit program in FY 08/09. The County, STATA, Tahoe Regional Planning Agency (TRPA) and the City of South Lake Tahoe are reviewing the current arrangement to determine the most efficient process to claim and administer the funding for the program. Appropriations in the proposed budget represent the costs for an annual audit and A87 charges. The South Lake Tahoe Transit program is utilizing available fund balance. Appropriate adjustments will be made prior to submittal of the final budget.

### **Fund 32 – Internal Service Fund**

#### **Fleet Services**

**Positions: 4 FTE**  
**Extra Help: \$2,900**  
**Overtime: \$0**

**Total Appropriations: \$2,246,804**  
**Total Revenue: \$2,246,804**  
**Net County Cost: \$0**  
**Furlough Value: \$6,853**

Fleet Services manages the planning, acquisition, and replacement of County vehicles, as well as the sale or disposal of surplus vehicles. Additionally, this unit provides auto maintenance and repair services for County vehicles.

Fleet Services receives funding primarily from charges to County Departments for services performed.

# TRANSPORTATION

*\*Extra Help employee is currently assisting with additional workload due to the transition of General Services into the Department of Transportation and will continue for 1 month into the new fiscal year until vacant full-time allocated positions are filled and trained.*

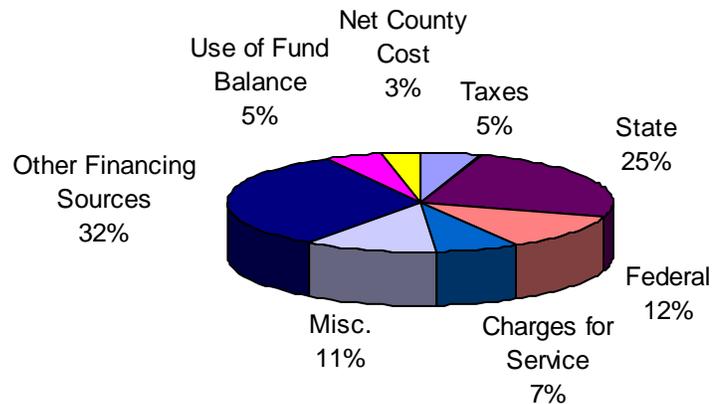
## Financial Charts

### Source of Funds

**Taxes (\$7,550,096):** These revenues are primarily made up of Road District property taxes (\$5,416,420), Special District property taxes (\$975,976) and Accumulative Capital Outlay (ACO) property taxes (\$1,157,700).

**State (\$37,768,145):** State funds are primarily comprised of the Regional Improvement Program (RIP) and Off Highway Vehicle (OHV) grant (\$16M). RIP funds are generated primarily from Federal and State taxes on fuel and State weight fees. The local planning agencies are responsible for preparing the Regional Transportation Improvement program that proposes programming of the RIP funds. This programming document is submitted to the California Transportation Commission (CTC) who in turn accepts the document for allocating funds. The OHV grant is awarded by the California Parks and Recreation Department from the Off Highway Vehicle Trust Fund on a competitive basis; Proposition 1B funds (\$8M) under the Corridor Mobility Improvement Account (CMIA) program is comprised of State General Obligation Bonds. Funds are awarded for projects, after an evaluation process, based on the merits of the project; Highway Users Tax -Gas Tax (\$5.5M), provided for under the Streets and Highway Code, Sections 2104-2106, allocation is formula based on the number of registered vehicles and maintained mileage; Cal Trans funds (\$3M) are provided for under the State Highway Operation and Protection Program (SHOPP). Funds for this project are from the States Bridge Preservation State Cash funds and are for bridge projects on State Highways. Funds are provided to the County based on State/County share of project costs and funded through a Cooperative Agreement between the two agencies; Traffic Congestion Relief (\$2.8M), AB2928 provides for the allocation of sales tax on fuel to Cities and Counties, it is formula based on the number of registered vehicles and maintained mileage; and California Tahoe Conservancy funds (\$1.7M) which are provided for through grant agreements partially through a competitive process and partially through an annual allocation, for specific projects and whose source of funds is primarily from Proposition funding derived from State General Obligation Bonds. The majority of these funds are used to support the Capital Improvement Program and to provide for road maintenance.

**Federal (\$17,937,208):** Federal funds are primarily comprised of the Highway Bridge program (\$5.5M). Grants are awarded for individual projects selected by Caltrans and FHWA based on inspection ratings; Federal Regional Surface Transportation Program (RSTP) funds and the



## TRANSPORTATION

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American Recovery and Reinvestment Act of 2009 (ARRA) funds are allocated by the Regional Transportation Planning Agency which is the El Dorado County Transportation Commission (EDCTC) for EDC. EDCTC receives an allocation of funds based on a formula contained within existing law. EDCTC does a call for projects and funds are awarded to the County and City based on the merits of the projects (\$4.9M), United States Forest Service (\$2.6M) to manage forest resources including water quality and outdoor recreation, allocation is competitively determined; Hazard Elimination/Highway Safety Improvement Program funds, grants are awarded for individual projects based on the ability of the project to reduce or eliminate the number/severity of traffic accidents (\$1.8M), Forest Reserve funds (\$1.4M), provided for under the Secure Rural Schools and Community Self-Determination Act.

Charges for Service (\$10,716,194): Primarily comprised of charges to EID (\$2M) reimbursing for installation of EID facilities in connection with a CIP project; charges to departments for engineering services and building maintenance (\$4.6M); charges to special districts and special assessments (\$1.5M); and charges to departments for fleet services (\$2M).

Miscellaneous (\$16,673,221): Primarily comprised of Statewide Community Infrastructure Program (SCIP) funding, which is derived from State bond sales, bonds have been sold and funds are being held to fund Silver Springs road projects (\$11M) and Indian Casino funds to be received per MOU between the County and the Shingle Springs Band of Miwok Indians (\$5M).

Other Financing Sources (\$49,647,345): Primarily comprised of (\$24M) in Traffic Impact Mitigation (TIM) fees, (\$7.1M) in developer advanced funds, (\$5.4M) from Road District Tax Funds, (\$1.1M) in public utility franchise fees, (\$2M) general fund contribution for road maintenance, (\$2.6M) from the Court Construction and Criminal Justice Funds, (\$1.7M) general fund contribution and (\$4.5M) in tobacco settlement funds for the Animal Shelter project.

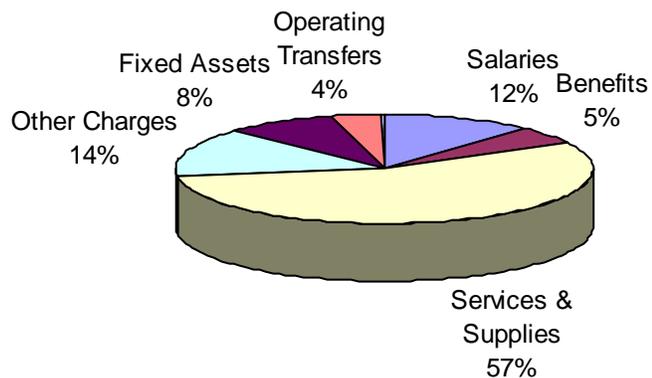
Use of Fund Balance (\$6,914,916): The department anticipated utilizing (\$6.9M) in fund balance to fund operations.

Net County Cost (\$5,204,871): The department is funded with some discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations. The net county cost supports the County Engineer function (\$578,000) and the facilities/grounds/custodial maintenance functions (\$4,626,871).

### Use of Funds

Salaries & Benefits (\$25,806,468): Primarily comprised of salaries (\$18M), retirement (\$3M) and health insurance (\$3M).

Services & Supplies (\$86,156,383): Primarily comprised of construction contracts (\$54M), professional and specialized services (\$19M) generally consisting of \$16.7M in



## TRANSPORTATION

contracts for engineering, geological studies, appraisals, construction management, environmental reviews etc. related to the capital program, \$0.8M for chip seal and micro surfacing, \$0.1M for signal maintenance and repairs, \$0.3M for traffic modeling and TIM Fee update, and \$0.3M for NPDES activities; road materials (\$3M), maintenance of equipment (\$1.3M), building maintenance and improvements (\$0.7M), special projects (\$1.5M), Utilities (\$1.2M), liability insurance (\$1M), road maintenance contracts (\$1M), fuel purchases (\$1M), rents and leases of buildings and equipment (\$0.5M), .

Other Charges (\$21,925,775): Primarily comprised of right of way charges (\$14M), interfund expenditures including charges from A87 County cost plan, County Counsel, IT department, telephone charges, and building maintenance as well as DOT charges for staff and overhead costs to provide services to the county engineer, facility capital program, facility maintenance, real property function, cemetery operations and special districts (\$6.6M); and depreciation (\$1.4M).

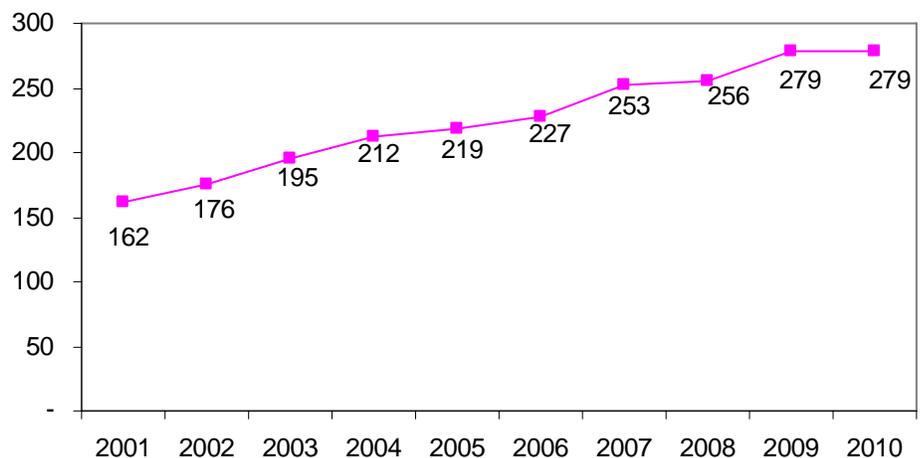
Fixed Assets (\$12,891,551): These are primarily construction fixed asset costs for Facility CIP plans; primarily the Animal Shelter, Juvenile Hall, and various court seismic retrofit and ADA upgrades. Also included are road capital projects acquired through reimbursements to developers.

Operating Transfers (\$5,940,932): This is primarily the transfer out of Road District Taxes from the road district fund to the Road fund for road fund operations and routine maintenance.

Intrafund Transfers (\$87,345): Intrafund transfers consist of charges from other departments for services such as mainframe support (\$43,120), telephone and mail (\$13,644), privacy compliance charges (\$16,044) and printing (\$9,120).

### Staffing Trend

Staffing for the Department of Transportation has increased by 117 FTE's over the past ten years. Of these 117 FTE's, 49 were related to the transition of General Services functions to the DOT. The remaining increase in 68 employees relates to the overall growth in the department's total budget from \$20M in FY 2001 to almost \$160M in FY



2010. The proposed staff allocation for FY 2009-10 remains at 279 with 234 FTE's on the West Slope and 45 FTE's in South Lake Tahoe.

# TRANSPORTATION

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## Chief Administrative Office Comments

The Department of Transportation has taken on many challenges within the last few months with the transition of General Services functions into DOT. The DOT organizational model is significantly different than the former General Services organizational model. The proposed budget was prepared at the same time that these functions were being reorganized within DOT. This has created very little review time and it is anticipated that this budget may change over the next few months as DOT continues to assess the parks and facility needs of the County and refines revenue estimates based on more accurate cost recovery methodology. The proposed budget reduces the Net County Cost for these previous General Services core functions by almost \$600,000. This is a conservative estimate and will be refined prior to the adoption of the final budget in September.

The Chief Administrative Office is proposing a review of the Capital Project Fund to determine total funds available and to prioritize facility and parks capital projects/maintenance for FY 2009-10. Time constraints have not allowed this review to take place during the proposed budget process. This review will be completed prior to adoption of the final budget. The current capital facilities budget does include funding for the Animal Shelter project. This funding is comprised of \$4.5M in tobacco settlement funds and \$1.7M in General Fund discretionary revenues.

The DOT budget includes a General Fund contribution of \$1,915,000 for road maintenance and \$156,991 for general plan implementation activities.

DOT is requesting two staffing changes. The first change is an add/delete of an executive secretary (add) and an administrative secretary (delete). The executive secretary will be the direct support for the Director of Transportation. The second change is to correct a current underfill with the addition of an Associate Right of Way Agent and the deletion of a Sr. Civil Engineer. These changes will result in no net change in the departments total FTE's.

As the economy has slowed down, the department is seeing a significant decrease in TIM fees. The department currently has a two year sustainable capital program. One of the biggest challenges that the department faces is going to be leveling resources based on available funding. The Chief Administrative Office is working closely with the department to ensure that as natural attrition occurs, any requests to re-fill vacated positions are evaluated very closely.

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	DIFFERENCE
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0420	RENT: LAND & BUILDINGS	0	0	55,638	55,638	55,638
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	0	0	55,638	55,638	55,638
1406	ABANDONMENT OF EASEMENT	6,000	10,000	6,000	6,000	-4,000
1407	RESIDENTIAL PARCEL MAP	20,000	30,000	17,000	17,000	-13,000
1408	PARCEL MAP INSPECTION FEE	3,000	0	0	0	0
1409	SUBDIVISION TENTATIVE / FINAL MAP PC FEE	24,000	24,000	20,000	20,000	-4,000
1410	GRADING: APPLICATION FEE	3,000	3,000	2,500	2,500	-500
1411	GRADING: INSPECTION PC FEE	2,000	6,000	1,000	1,000	-5,000
1412	TIME & MATERIALS DEVELOPMENT PROJECTS	686,026	1,171,026	290,000	290,000	-881,026
1740	CHARGES FOR SERVICES	0	0	5,000	5,000	5,000
1771	SUPERIOR COURT SERVICES	0	0	251,736	251,736	251,736
1800	INTERFND REV: SERVICE BETWEEN FUND	0	0	37,554	37,554	37,554
1818	INTERFND REV: MAINT BUILDG & IMPROVMNT	0	0	139,800	139,800	139,800
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	744,026	1,244,026	770,590	770,590	-473,436
1920	OTHER SALES	0	0	950	950	950
1940	MISC: REVENUE	0	0	100	100	100
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	0	0	1,050	1,050	1,050
2020	OPERATING TRANSFERS IN	452,855	702,855	314,076	314,076	-388,779
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	452,855	702,855	314,076	314,076	-388,779
<b>TYPE: R SUBTOTAL</b>		1,196,881	1,946,881	1,141,354	1,141,354	-805,527

# TRANSPORTATION

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 30 DOT - DEPARTMENT OF TRANSPORTATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
3000	0	0	1,333,821	1,282,716	1,282,716
3002	0	0	36,116	36,116	36,116
3004	0	0	33,424	33,424	33,424
3005	0	0	16,800	16,800	16,800
3020	0	0	263,488	263,488	263,488
3022	0	0	19,064	19,064	19,064
3040	0	0	367,673	367,673	367,673
3041	0	0	9,815	9,815	9,815
3042	0	0	4,901	4,901	4,901
3043	0	0	2,578	2,578	2,578
3046	0	0	41,644	41,644	41,644
3060	0	0	99,970	99,970	99,970
3080	0	0	6,000	6,000	6,000
<b>CLASS: 30 SALARY &amp; EMPLOYEE BENEFITS</b>	0	0	2,235,293	2,184,188	2,184,188
4020	0	0	2,100	2,100	2,100
4041	0	0	7,920	7,920	7,920
4080	0	0	39,000	39,000	39,000
4083	0	0	33,800	33,800	33,800
4085	0	0	80,600	80,600	80,600
4086	0	0	27,900	27,900	27,900
4087	0	0	9,600	9,600	9,600
4100	0	0	170,286	170,286	170,286
4140	0	0	8,000	8,000	8,000
4145	0	0	300	300	300
4180	0	0	275,500	275,500	275,500
4183	0	0	21,500	21,500	21,500
4184	0	0	16,000	16,000	16,000
4185	0	0	10,000	10,000	10,000
4187	0	0	10,100	10,100	10,100
4189	0	0	5,000	5,000	5,000
4190	0	0	3,000	3,000	3,000
4197	0	0	104,000	104,000	104,000
4220	0	0	700	700	700
4260	0	0	1,800	1,800	1,800
4261	0	0	100	100	100
4263	0	0	20	20	20
4264	0	0	300	300	300
4265	0	0	200	200	200
4300	164,000	490,000	170,550	170,550	-319,450
4324	0	0	1,300	1,300	1,300
4333	0	0	4,000	4,000	4,000

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET		CAO DEPARTMENT RECOMMENDED		DIFFERENCE
		REQUEST	BUDGET	BUDGET	DIFFERENCE	
4334 FIRE PREVENTION & INSPECTION	0	0	35,000	35,000	35,000	
4337 OTHER GOVERNMENTAL AGENCIES	15,000	15,000	15,000	15,000	15,000	0
4400 PUBLICATION & LEGAL NOTICES	0	0	120	120	120	120
4420 RENT & LEASE: EQUIPMENT	0	0	11,770	11,770	11,770	11,770
4460 EQUIP: SMALL TOOLS & INSTRUMENTS	0	0	4,250	4,250	4,250	4,250
4461 EQUIP: MINOR	0	0	9,000	9,000	9,000	9,000
4463 EQUIP: TELEPHONE & RADIO	0	0	1,600	1,600	1,600	1,600
4500 SPECIAL DEPT EXPENSE	0	0	500	500	500	500
4507 FIRE & SAFETY SUPPLIES	0	0	1,500	1,500	1,500	1,500
4529 SOFTWARE LICENSE	0	0	2,500	2,500	2,500	2,500
4564 ROAD: HERBICIDE	0	0	7,000	7,000	7,000	7,000
4571 ROAD: SIGNS	0	0	12,000	12,000	12,000	12,000
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	0	0	4,800	4,800	4,800	4,800
4605 RENT & LEASE: VEHICLE	0	0	44,092	44,092	44,092	44,092
4606 FUEL PURCHASES	0	0	29,872	29,872	29,872	29,872
4620 UTILITIES	0	0	891,000	891,000	891,000	891,000
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>179,000</b>	<b>505,000</b>	<b>2,073,580</b>	<b>2,073,580</b>	<b>2,073,580</b>	<b>1,568,580</b>
5060 RETIREMENT: OTHER LONG TERM DEBT	0	0	110,397	110,397	110,397	110,397
5100 INTEREST: OTHER LONG TERM DEBT	0	0	17,673	17,673	17,673	17,673
5140 JUDGMENT & DAMAGES	327	0	0	0	0	0
5180 TAX & ASSESSMENTS	0	0	383	383	383	383
5240 CONTRIB: NON-CNTY GOVERNMENTAL	0	0	25,000	25,000	25,000	25,000
5300 INTERFND: SERVICE BETWEEN FUND TYPES	0	0	1,059,613	1,059,613	1,059,613	1,059,613
5351 INTERFND: COUNTY ENGINEER	1,554,881	2,054,881	1,043,576	1,043,576	1,043,576	-1,011,305
<b>CLASS: 50 OTHER CHARGES</b>	<b>1,555,208</b>	<b>2,054,881</b>	<b>2,256,642</b>	<b>2,256,642</b>	<b>2,256,642</b>	<b>201,761</b>
6040 FIXED ASSET: EQUIPMENT	0	0	16,900	16,900	16,900	16,900
<b>CLASS: 60 FIXED ASSETS</b>	<b>0</b>	<b>0</b>	<b>16,900</b>	<b>16,900</b>	<b>16,900</b>	<b>16,900</b>
7200 INTRAFUND TRANSFERS: ONLY GENERAL	41,000	41,000	89,171	89,171	89,171	48,171
7220 INTRAFND: TELEPHONE EQUIPMENT &	0	0	9,431	9,431	9,431	9,431
7223 INTRAFND: MAIL SERVICE	0	0	4,213	4,213	4,213	4,213
7224 INTRAFND: STORES SUPPORT	0	0	13,337	13,337	13,337	13,337
7227 INTRAFND: MAINFRAME SUPPORT	0	0	31,728	31,728	31,728	31,728
7231 INTRAFND: IS PROGRAMMING SUPPORT	0	0	2,000	2,000	2,000	2,000
7234 INTRAFND: NETWORK SUPPORT	0	0	9,392	9,392	9,392	9,392
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>41,000</b>	<b>41,000</b>	<b>159,272</b>	<b>159,272</b>	<b>159,272</b>	<b>118,272</b>
7350 INTRFND ABATEMENTS: GF ONLY	0	0	-221,597	-221,597	-221,597	-221,597
7366 INTRFND ABATEMENTS: MAINT BLDG &	0	0	-173,864	-173,864	-173,864	-173,864
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	<b>0</b>	<b>0</b>	<b>-395,461</b>	<b>-395,461</b>	<b>-395,461</b>	<b>-395,461</b>
<b>TYPE: E SUBTOTAL</b>	<b>1,775,208</b>	<b>2,600,881</b>	<b>6,346,226</b>	<b>6,295,121</b>	<b>6,295,121</b>	<b>3,694,240</b>
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>578,327</b>	<b>654,000</b>	<b>5,204,872</b>	<b>5,153,767</b>	<b>5,153,767</b>	<b>4,499,767</b>

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		CURRENT YR	CAO			
		MID-YEAR	DEPARTMENT	RECOMMENDED	DIFFERENCE	
		PROJECTION	REQUEST	BUDGET		
		APPROVED				
		BUDGET				
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0100	PROP TAX: CURR SECURED	5,177,383	5,177,383	5,229,157	5,229,157	51,774
0110	PROP TAX: CURR UNSECURED	121,945	121,945	123,164	123,164	1,219
0120	PROP TAX: PRIOR SECURED	50	0	0	0	0
0130	PROP TAX: PRIOR UNSECURED	2,500	2,394	2,418	2,418	24
0140	PROP TAX: SUPP CURRENT	32,827	68,395	30,000	30,000	-38,395
0150	PROP TAX: SUPP PRIOR	60,000	26,867	27,136	27,136	269
0174	TAX: TIMBER YIELD	6,417	19,239	4,545	4,545	-14,694
<b>CLASS: 01</b>	<b>REV: TAXES</b>	5,401,122	5,416,223	5,416,420	5,416,420	197
0230	PERMIT: ROAD PRIVILEGES	65,156	135,658	60,000	60,000	-75,658
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	65,156	135,658	60,000	60,000	-75,658
0360	PENALTY & COST DELINQUENT TAXES	4,000	2,721	2,748	2,748	27
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp; PENALTIES</b>	4,000	2,721	2,748	2,748	27
0400	REV: INTEREST	106,212	89,000	41,200	41,200	-47,800
0420	RENT: LAND & BUILDINGS	22,042	22,042	24,742	24,742	2,700
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	128,254	111,042	65,942	65,942	-45,100
0500	ST: AVIATION	20,000	20,000	20,000	20,000	0
0520	ST: 2104A ADM / ENG HWY TAX	20,004	20,004	20,000	20,000	-4
0521	ST: 2104B SNOW REMOVAL HWY TAX	911,009	938,500	911,000	911,000	-27,500
0522	ST: 2104D,E,F UNRESTRICTED HWY TAX	2,204,285	2,402,700	2,142,000	2,142,000	-260,700
0523	ST: 2105 PROP 111 HWY TAX	1,769,057	1,876,600	1,686,000	1,686,000	-190,600
0524	ST: 2106 UNRESTRICTED HWY TAX	771,830	870,900	716,000	716,000	-154,900
0741	ST: WATER RESOURCE CONTROL BOARD	0	240,000	0	0	-240,000
0742	ST: CA TAHOE CONSERVANCY	865,398	5,797,775	1,761,963	1,761,963	-4,035,812
0744	ST: RSTP 182.6D1 RGNL SURFACE TRAN	450,224	400,224	0	0	-400,224
0746	ST: RSTP 182.6H RGNL SURFACE TRAN	359,164	359,164	401,164	401,164	42,000
0747	ST: RSTP 182.9 RGNL SURFACE TRAN PLAN	100,000	100,000	100,000	100,000	0
0820	ST: HOMEOWNER PROP TAX RELIEF	53,946	53,946	55,025	55,025	1,079
0880	ST: OTHER	1,328,235	16,478,963	16,020,451	16,020,451	-458,512
0904	ST: CAL TRANS	116,000	2,980,000	3,015,816	3,015,816	35,816
0910	ST: TRAFFIC CONGESTION RELIEF	2,706,349	0	2,806,654	2,806,654	2,806,654
0914	ST: PROP IB	3,328,631	828,631	8,112,072	8,112,072	7,283,441
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	15,004,132	33,367,407	37,768,145	37,768,145	4,400,738
1052	FED: HBRD - HIGHWAY BRIDGES	2,540,930	5,324,866	5,514,457	5,514,457	189,591
1054	FED: UNITED STATES FOREST SERVICE	2,759,550	2,759,550	2,588,923	2,588,923	-170,627
1055	FED: HAZARD ELIMINATION	1,500,949	1,500,949	1,821,200	1,821,200	320,251
1056	FED: CMAQ - CONGEST MITIGATN AIR	1,773,000	1,773,000	139,683	139,683	-1,633,317
1057	FED: TEA - TRANSPORT ENHANCEMENT ACT	1,106,430	133,486	432,134	432,134	298,648
1058	FED: STP - SURFACE TRANSPORT PROGRAM	757,598	1,234,166	4,880,740	4,880,740	3,646,574
1070	FED: FOREST RESERVE REVENUE	1,597,223	0	1,437,501	1,437,501	1,437,501
1100	FED: OTHER	452,815	377,815	305,000	305,000	-72,815

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>CLASS: 10</b>	<b>REV: FEDERAL INTERGOVERNMENTAL</b>	12,488,495	13,103,832	17,119,638	17,119,638	4,015,806
1406	ABANDONMENT OF EASEMENT	7,714	7,714	7,090	7,090	-624
1740	CHARGES FOR SERVICES	111,518	76,961	225,134	225,134	148,173
1744	MISC: INSPECTIONS OR SERVICES	363,214	409,000	245,400	245,400	-163,600
1745	PUBLIC UTILITY INSPECTIONS	92,568	92,568	53,245	53,245	-39,323
1763	CAPITAL IMPROVEMENT PROJECT	45,786	0	345,000	345,000	345,000
1765	EID - EL DORADO IRRIGATION DISTRICT	0	0	2,000,000	2,000,000	2,000,000
1766	LOCAL TRANSPORTATION COMMISSION	0	0	20,500	20,500	20,500
1768	TRPA - TAHOE REGIONAL PLANNING AGENCY	711,000	2,247,250	505,514	505,514	-1,741,736
1800	INTERFND REV: SERVICE BETWEEN FUND	741,024	725,024	2,367,846	2,367,846	1,642,822
1850	INTERFND REV: PARKS AND RECREATION	0	0	82,184	82,184	82,184
1851	INTERFND REV: COUNTY ENGINEER	1,554,881	2,054,881	1,043,576	1,043,576	-1,011,305
1856	INTERFND REV: SPECIAL DIST	310,000	360,737	494,603	494,603	133,866
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	3,937,705	5,974,135	7,390,092	7,390,092	1,415,957
1920	OTHER SALES	30,000	30,000	35,000	35,000	5,000
1940	MISC: REVENUE	75,358	10,110,727	10,965,074	10,965,074	854,347
1942	MISC: REIMBURSEMENT	716,421	3,384,500	5,091,232	5,091,232	1,706,732
1943	MISC: DONATION	14,814	14,814	0	0	-14,814
1947	INSURANCE REFUND	27,171	27,167	0	0	-27,167
1948	RISK: PROPERTY SELF INSURANCE	283,281	0	0	0	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	1,147,045	13,567,208	16,091,306	16,091,306	2,524,098
2001	SALE FIXED ASSETS: ROADS	7,902	0	0	0	0
2010	OPERATING TRNSFR IN: SILVA VALLEY INTER	4,811,590	14,327,590	4,382,739	4,382,739	-9,944,851
2011	OPERATING TRANSFERS IN: RIF MISC.	129,007	129,375	0	0	-129,375
2012	OPERATING TRANSFERS IN: COUNTY TIM	8,937,468	10,664,866	7,506,846	7,506,846	-3,158,020
2013	OPERATING TRANSFERS IN: STATE TIM	1,025,570	1,037,998	0	0	-1,037,998
2014	OPERATING TRNSFR IN: INTERIM HWY 50 TIM	13,502,442	8,945,168	6,928,670	6,928,670	-2,016,498
2015	OPERATING TRNSFR IN: INSPECTIONS	223,072	1,238,072	7,128,817	7,128,817	5,890,745
2016	OPERATING TRNSFR IN: TDA	36,140	34,141	40,000	40,000	5,859
2020	OPERATING TRANSFERS IN	1,623,441	1,025,872	2,403,991	2,403,991	1,378,119
2023	OPERATING TRANSFERS IN: EDH RIF	14,710,772	15,702,759	5,236,330	5,236,330	-10,466,429
2024	OPERATING TRANSFERS IN: RDT	5,447,511	5,447,511	5,462,667	5,462,667	15,156
2035	OPRTNG TRSF IN: UTILITY FRANCHISE FEE	1,086,491	1,086,491	1,100,000	1,100,000	13,509
2036	OPRTNG TRSF IN: FEMA	558,578	558,578	0	0	-558,578
2037	OPRTNG TRSF IN: OES	13,542	13,542	0	0	-13,542
2062	CAPITAL LEASE PROCEEDS	419,000	575,000	0	0	-575,000
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	52,532,526	60,786,963	40,190,060	40,190,060	-20,596,903
0001	FUND BALANCE	4,405,708	7,267,183	3,593,099	3,593,099	-3,674,084
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	4,405,708	7,267,183	3,593,099	3,593,099	-3,674,084
<b>TYPE: R SUBTOTAL</b>		95,114,143	139,732,372	127,697,449	127,697,449	-12,034,923

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	DIFFERENCE
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	13,943,118	15,056,442	15,089,659	15,089,659	33,217
3001	TEMPORARY EMPLOYEES	679,525	679,525	537,570	537,570	-141,955
3002	OVERTIME	653,274	653,274	477,686	477,686	-175,588
3004	OTHER COMPENSATION	200,773	161,773	172,866	172,866	11,093
3005	TAHOE DIFFERENTIAL	89,735	98,400	91,200	91,200	-7,200
3007	HAZARD PAY	895	0	0	0	0
3020	RETIREMENT EMPLOYER SHARE	2,739,133	2,957,876	2,908,190	2,908,190	-49,686
3022	MEDI CARE EMPLOYER SHARE	206,974	206,974	207,655	207,655	681
3040	HEALTH INSURANCE EMPLOYER SHARE	2,645,036	2,881,229	2,859,855	2,859,855	-21,375
3041	UNEMPLOYMENT INSURANCE EMPLOYER	114,609	114,609	114,034	114,034	-574
3042	LONG TERM DISABILITY EMPLOYER SHARE	55,011	55,011	54,736	54,736	-276
3043	DEFERRED COMPENSATION EMPLOYER	53,846	53,846	60,115	60,115	6,269
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	743,012	743,012	177,830	177,830	-565,182
3060	WORKERS' COMPENSATION EMPLOYER	321,604	321,604	328,628	328,628	7,024
3080	FLEXIBLE BENEFITS	31,774	31,774	35,183	35,183	3,409
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>22,478,320</b>	<b>24,015,350</b>	<b>23,115,206</b>	<b>23,115,206</b>	<b>-900,144</b>
4020	CLOTHING & PERSONAL SUPPLIES	27,607	27,607	24,490	24,490	-3,117
4040	TELEPHONE COMPANY VENDOR PAYMENTS	10,250	10,250	3,500	3,500	-6,750
4041	COUNTY PASS THRU TELEPHONE CHARGES	6,000	6,000	5,000	5,000	-1,000
4080	HOUSEHOLD EXPENSE	2,610	4,400	5,400	5,400	1,000
4082	HOUSEHOLD EXP: OTHER	2,790	0	0	0	0
4083	LAUNDRY	10,000	10,000	9,500	9,500	-500
4085	REFUSE DISPOSAL	58,800	51,000	54,000	54,000	3,000
4086	JANITORIAL / CUSTODIAL SERVICES	60,818	60,818	37,665	37,665	-23,153
4100	INSURANCE: PREMIUM	518,949	518,949	887,745	887,745	368,796
4140	MAINT: EQUIPMENT	20,103	20,953	22,650	22,650	1,697
4141	MAINT: OFFICE EQUIPMENT	6,250	6,250	2,200	2,200	-4,050
4143	MAINT: SERVICE CONTRACT	7,200	7,200	0	0	-7,200
4144	MAINT: COMPUTER	0	0	75,600	75,600	75,600
4145	MAINTENANCE: EQUIPMENT PARTS	850	0	0	0	0
4160	VEH MAINT: SERVICE CONTRACT	153,200	153,200	132,500	132,500	-20,700
4161	VEH MAINT: PARTS DIRECT CHARGE	16,000	16,000	116,000	116,000	100,000
4162	VEH MAINT: SUPPLIES	85,500	85,500	85,500	85,500	0
4163	VEH MAINT: INVENTORY	277,000	277,000	277,000	277,000	0
4164	VEH MAINT: TIRE & TUBES	87,000	87,000	87,000	87,000	0
4165	VEH MAINT: OIL & GREASE	112	0	0	0	0
4180	MAINT: BUILDING & IMPROVEMENTS	38,200	38,200	6,000	6,000	-32,200
4184	MAINT: CEMETERY	0	0	35,500	35,500	35,500
4200	MEDICAL, DENTAL & LABORATORY SUPPLIES	250	250	100	100	-150
4220	MEMBERSHIPS	10,000	22,560	5,980	5,980	-16,580
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	24,632	24,632	27,000	27,000	2,368

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
4240	MISC: EXPENSE	30	0	0	0	0
4260	OFFICE EXPENSE	80,000	80,000	80,000	80,000	0
4261	POSTAGE	10,080	10,080	10,435	10,435	355
4262	SOFTWARE	40,550	70,550	25,900	25,900	-44,650
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	4,223	15,323	2,500	2,500	-12,823
4264	BOOKS / MANUALS	7,293	20,293	10,640	10,640	-9,653
4266	PRINTING / DUPLICATING SERVICES	34,200	62,100	41,150	41,150	-20,950
4300	PROFESSIONAL & SPECIALIZED SERVICES	10,374,285	18,497,952	18,271,503	18,271,503	-226,449
4302	CONSTRUCT & ENGINEER CONTRACTS	38,852,842	61,957,500	53,980,609	53,980,609	-7,976,891
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	11,850	11,850	13,350	13,350	1,500
4333	BURIAL SERVICES	0	0	17,230	17,230	17,230
4334	FIRE PREVENTION & INSPECTION	3,600	3,600	3,600	3,600	0
4337	OTHER GOVERNMENTAL AGENCIES	341,500	416,200	242,500	242,500	-173,700
4341	SERVICE CONNECT EXPENSE	13,000	13,000	0	0	-13,000
4400	PUBLICATION & LEGAL NOTICES	24,800	30,100	47,150	47,150	17,050
4420	RENT & LEASE: EQUIPMENT	239,725	229,725	116,303	116,303	-113,422
4421	RENT & LEASE: SECURITY SYSTEM	1,728	0	0	0	0
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	337,244	337,244	378,695	378,695	41,451
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	28,889	27,830	17,775	17,775	-10,055
4461	EQUIP: MINOR	60,996	60,996	20,650	20,650	-40,346
4462	EQUIP: COMPUTER	30,950	55,950	21,700	21,700	-34,250
4463	EQUIP: TELEPHONE & RADIO	7,558	6,000	1,500	1,500	-4,500
4500	SPECIAL DEPT EXPENSE	206,975	309,400	186,998	186,998	-122,402
4501	SPECIAL PROJECTS	8,250	447,693	152,552	152,552	-295,141
4503	STAFF DEVELOPMENT	40,180	100,180	29,510	29,510	-70,670
4506	FILM DEVELOPMENT & PHOTOGRAPHY	1,250	1,250	0	0	-1,250
4507	FIRE & SAFETY SUPPLIES	12,700	12,700	12,350	12,350	-350
4508	SNOW REMOVAL	111,000	111,000	115,000	115,000	4,000
4529	SOFTWARE LICENSE	86,520	74,868	48,600	48,600	-26,268
4560	ROAD: BRIDGE MATERIAL	31,000	31,000	31,000	31,000	0
4561	ROAD: GUARDRAIL	45,000	38,000	34,000	34,000	-4,000
4562	ROAD: MARKING SUPPLIES	20,000	20,000	20,000	20,000	0
4563	ROAD: MATERIALS TESTING	5,000	5,000	5,000	5,000	0
4564	ROAD: HERBICIDE	60,000	60,000	60,000	60,000	0
4565	ROAD: CHIPS	24,956	22,056	339,000	339,000	316,944
4566	ROAD: PLANT MIX	918,683	962,407	880,000	880,000	-82,407
4567	ROAD: AB ROCK	77,334	77,120	20,000	20,000	-57,120
4568	ROAD: CRACK FILLER	40,000	40,000	40,000	40,000	0
4569	ROAD: CULVERTS	18,000	18,000	13,000	13,000	-5,000
4570	ROAD: EMULSION	106,829	101,829	1,060,000	1,060,000	958,171
4571	ROAD: SIGNS	32,000	34,000	43,250	43,250	9,250
4572	ROAD: BEADS	33,000	33,000	33,000	33,000	0
4573	ROAD: PAINT	137,500	137,500	138,000	138,000	500
4574	ROAD: SALT & SAND - SNOW REMOVAL	35,000	35,000	35,000	35,000	0

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		CURRENT YR		CAO		
		MID-YEAR PROJECTION	APPROVED BUDGET	DEPARTMENT REQUEST	RECOMMENDED BUDGET	DIFFERENCE
4575	ROAD: SIGNAL MATERIALS	132,000	132,000	107,000	107,000	-25,000
4590	ROAD: HAULING PLANT MIX	107,395	190,000	180,000	180,000	-10,000
4600	TRANSPORTATION & TRAVEL	22,590	48,590	9,761	9,761	-38,829
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	2,675	12,675	2,000	2,000	-10,675
4605	RENT & LEASE: VEHICLE	275,000	326,277	324,977	324,977	-1,300
4606	FUEL PURCHASES	671,000	841,000	644,000	644,000	-197,000
4620	UTILITIES	268,350	268,350	254,350	254,350	-14,000
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>55,459,651</b>	<b>87,824,957</b>	<b>80,021,868</b>	<b>80,021,868</b>	<b>-7,803,089</b>
5060	RETIREMENT: OTHER LONG TERM DEBT	130,199	206,113	135,771	135,771	-70,342
5100	INTEREST: OTHER LONG TERM DEBT	17,443	39,930	11,871	11,871	-28,059
5140	JUDGMENT & DAMAGES	132,456	0	0	0	0
5160	RIGHTS OF WAY	2,972,505	13,348,500	13,348,845	13,348,845	345
5180	TAX & ASSESSMENTS	600	575	650	650	75
5240	CONTRIB: NON-CNTY GOVERNMENTAL	50,564	50,564	70,881	70,881	20,317
5300	INTERFND: SERVICE BETWEEN FUND TYPES	1,581,920	1,569,895	1,378,915	1,378,915	-190,980
5301	INTERFND: TELEPHONE EQUIPMENT &	171,000	171,000	182,600	182,600	11,600
5302	INTERFND: RADIO EQUIPMENT & SUPPORT	20,000	20,000	20,000	20,000	0
5304	INTERFND: MAIL SERVICE	5,910	5,910	3,776	3,776	-2,134
5305	INTERFND: STORES SUPPORT	13,400	13,400	10,497	10,497	-2,903
5306	INTERFND: CENTRAL DUPLICATING	22,303	18,450	16,600	16,600	-1,850
5308	INTERFND: MAINFRAME SUPPORT	97,995	97,995	116,804	116,804	18,809
5310	INTERFND: COUNTY COUNSEL	272,022	236,500	290,000	290,000	53,500
5314	INTERFND: PC SUPPORT	10,000	10,000	10,000	10,000	0
5316	INTERFND: IS PROGRAMMING SUPPORT	22,500	22,500	2,500	2,500	-20,000
5318	INTERFND: MAINTENANCE BLDG & IMPRV	126,418	105,412	105,412	105,412	0
5320	INTERFND: NETWORK SUPPORT	197,257	197,257	217,527	217,527	20,270
5321	INTERFND: COLLECTIONS	500	500	750	750	250
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>5,844,992</b>	<b>16,114,501</b>	<b>15,923,399</b>	<b>15,923,399</b>	<b>-191,102</b>
6020	FIXED ASSET: BUILDING & IMPROVEMENTS	123,239	678,000	650,000	650,000	-28,000
6025	LEASEHOLD IMPROVEMENTS	25,000	25,000	0	0	-25,000
6027	INFRASTRUCTURE ACQUISITION	3,099,974	3,099,974	2,143,864	2,143,864	-956,110
6040	FIXED ASSET: EQUIPMENT	2,146,574	1,855,197	327,400	327,400	-1,527,797
6042	FIXED ASSET: COMPUTER SYSTEM EQUIP	28,500	53,500	14,500	14,500	-39,000
6043	FIXED ASSET: CAPITAL LEASE EQUIPMENT	419,000	575,000	0	0	-575,000
6045	FIXED ASSET: VEHICLES	0	2,000	0	0	-2,000
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	<b>5,842,287</b>	<b>6,288,671</b>	<b>3,135,764</b>	<b>3,135,764</b>	<b>-3,152,907</b>
7000	OPERATING TRANSFERS OUT	5,468,706	5,468,706	5,483,967	5,483,967	15,261
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	<b>5,468,706</b>	<b>5,468,706</b>	<b>5,483,967</b>	<b>5,483,967</b>	<b>15,261</b>
7235	INTRAFND: PRIVACY/COMPLIANCE	16,187	16,187	16,044	16,044	-143
7250	INTRAFND: NOT GEN FUND / SAME FUND	4,000	4,000	27,233	27,233	23,233
7252	INTRAFND: CAPITAL IMPROVEMENT	7,686,528	8,906,528	7,320,537	7,320,537	-1,585,991
7253	INTRAFND: EROSION CONTROL	2,309,840	2,495,740	2,010,974	2,010,974	-484,766
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>10,016,555</b>	<b>11,422,455</b>	<b>9,374,788</b>	<b>9,374,788</b>	<b>-2,047,667</b>

# TRANSPORTATION

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## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
7380	INTRFND ABATEMENTS: NOT GENERAL	0	0	-26,033	-26,033	-26,033
7382	INTRFND ABATEMENTS: CAPITAL	-7,686,528	-8,906,528	-7,320,536	-7,320,536	1,585,992
7383	INTRFND ABATEMENTS: EROSION CONTROL	-2,309,840	-2,495,740	-2,010,974	-2,010,974	484,766
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-9,996,368	-11,402,268	-9,357,543	-9,357,543	2,044,725
<b>TYPE: E SUBTOTAL</b>		95,114,143	139,732,372	127,697,449	127,697,449	-12,034,923
<b>FUND TYPE: 11</b>	<b>SUBTOTAL</b>	0	0	0	0	0

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
0100	99,227	99,227	99,635	99,635	408
0175	713,706	713,706	876,341	876,341	162,635
<b>CLASS: 01</b>	<b>REV: TAXES</b>	812,933	812,933	975,976	163,043
0400	0	0	2,700	2,700	2,700
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	0	0	2,700	2,700
1310	622,028	622,028	622,538	622,538	510
1740	18,220	18,220	19,974	19,974	1,754
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	640,248	640,248	642,512	2,264
1920	0	0	1,000	1,000	1,000
1940	0	0	4,150	4,150	4,150
1943	7,874	874	0	0	-874
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	7,874	874	5,150	4,276
2024	1,195	1,195	1,100	1,100	-95
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	1,195	1,195	1,100	-95
0001	1,688,902	1,688,902	2,142,167	2,142,167	453,265
0002	0	0	56,360	56,360	56,360
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	1,688,902	1,688,902	2,198,527	509,625
<b>TYPE: R SUBTOTAL</b>	3,151,152	3,144,152	3,825,965	3,825,965	681,813

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
4085 REFUSE DISPOSAL	0	0	250	250	250
4102 INSURANCE: CSA COUNTY SERVICE AREAS	0	0	60,230	60,230	60,230
4184 MAINT: CEMETERY	0	0	113,885	113,885	113,885
4189 MAINT: WATER SYSTEM	200	200	200	200	0
4260 OFFICE EXPENSE	1,997	1,997	1,802	1,802	-195
4261 POSTAGE	969	969	891	891	-78
4300 PROFESSIONAL & SPECIALIZED SERVICES	134,983	134,983	67,400	67,400	-67,583
4303 ROAD MAINT & CONSTRUCTION	838,786	831,786	1,048,229	1,048,229	216,443
4333 BURIAL SERVICES	0	0	12,030	12,030	12,030
4400 PUBLICATION & LEGAL NOTICES	2,005	2,005	2,255	2,255	250
4420 RENT & LEASE: EQUIPMENT	3,400	3,400	3,400	3,400	0
4440 RENT & LEASE: BUILDING & IMPROVEMENTS	725	725	735	735	10
4500 SPECIAL DEPT EXPENSE	2,244	2,244	2,245	2,245	1
4501 SPECIAL PROJECTS	954,448	954,448	1,383,740	1,383,740	429,292
4564 ROAD: HERBICIDE	0	0	1,500	1,500	1,500
4566 ROAD: PLANT MIX	19,800	19,800	18,500	18,500	-1,300
4567 ROAD: AB ROCK	5,600	5,600	2,500	2,500	-3,100
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	0	0	500	500	500
4620 UTILITIES	34,734	34,734	34,447	34,447	-287
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>1,999,891</b>	<b>1,992,891</b>	<b>2,754,739</b>	<b>2,754,739</b>	<b>761,848</b>
5060 RETIREMENT: OTHER LONG TERM DEBT	222,282	222,282	162,123	162,123	-60,159
5100 INTEREST: OTHER LONG TERM DEBT	23,853	23,853	16,383	16,383	-7,470
5300 INTERFND: SERVICE BETWEEN FUND TYPES	199,622	199,622	26,493	26,493	-173,129
5301 INTERFND: TELEPHONE EQUIPMENT &	0	0	120	120	120
5306 INTERFND: CENTRAL DUPLICATING	0	0	80	80	80
5308 INTERFND: MAINFRAME SUPPORT	9,733	9,733	9,924	9,924	191
5320 INTERFND: NETWORK SUPPORT	0	0	187	187	187
5356 INTERFND: SPECIAL DIST MAINTENANCE	360,737	360,737	494,603	494,603	133,866
<b>CLASS: 50 OTHER CHARGES</b>	<b>816,227</b>	<b>816,227</b>	<b>709,913</b>	<b>709,913</b>	<b>-106,314</b>
7257 INTRAFND: CSA INSURANCE	57,648	57,648	60,230	60,230	2,582
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>57,648</b>	<b>57,648</b>	<b>60,230</b>	<b>60,230</b>	<b>2,582</b>
7387 INTRFND ABATEMENTS: CSA INSURANCE	0	0	-60,230	-60,230	-60,230
<b>CLASS: 73 INTRAFUND ABATEMENT</b>	<b>0</b>	<b>0</b>	<b>-60,230</b>	<b>-60,230</b>	<b>-60,230</b>
7802 DESIGNATIONS ROAD INFRASTRUCTURE	67,491	67,491	106,040	106,040	38,549
7803 DESIGNATION DRAINAGE INFRASTRUCTURE	209,895	209,895	255,273	255,273	45,378
<b>CLASS: 78 RESERVES: BUDGETARY ONLY</b>	<b>277,386</b>	<b>277,386</b>	<b>361,313</b>	<b>361,313</b>	<b>83,927</b>
<b>TYPE: E SUBTOTAL</b>	<b>3,151,152</b>	<b>3,144,152</b>	<b>3,825,965</b>	<b>3,825,965</b>	<b>681,813</b>
<b>FUND TYPE: 12 SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 13 CAPITAL PROJECT FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		CURRENT YR	CAO		
		MID-YEAR	DEPARTMENT	RECOMMENDED	DIFFERENCE
		PROJECTION	REQUEST	BUDGET	
		APPROVED			
		BUDGET			
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
0100	PROP TAX: CURR SECURED	0	0	1,116,650	1,116,650
0110	PROP TAX: CURR UNSECURED	0	0	27,250	27,250
0130	PROP TAX: PRIOR UNSECURED	0	0	770	770
0140	PROP TAX: SUPP CURRENT	0	0	1,830	1,830
0150	PROP TAX: SUPP PRIOR	0	0	11,200	11,200
<b>CLASS: 01</b>	<b>REV: TAXES</b>	0	0	1,157,700	1,157,700
0400	REV: INTEREST	0	0	43,000	43,000
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	0	0	43,000	43,000
1720	PARK & RECREATION FEES	0	0	5,000	5,000
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	0	0	5,000	5,000
2020	OPERATING TRANSFERS IN	0	0	9,015,540	9,015,540
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	0	0	9,015,540	9,015,540
0001	FUND BALANCE	0	0	206,911	206,911
0002	FROM RESERVES	0	0	418,000	564,000
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	0	0	624,911	770,911
<b>TYPE: R SUBTOTAL</b>		0	0	10,846,151	10,992,151
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
4300	PROFESSIONAL & SPECIALIZED SERVICES	0	0	202,762	202,762
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	0	0	202,762	202,762
5300	INTERFND: SERVICE BETWEEN FUND TYPES	0	0	1,232,220	1,232,220
5308	INTERFND: MAINFRAME SUPPORT	0	0	3,657	3,657
5320	INTERFND: NETWORK SUPPORT	0	0	276	276
5350	INTERFND: PARKS AND RECREATION	0	0	82,184	82,184
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	0	0	1,318,337	1,318,337
6023	FIXED ASSET: CONSTRUCTION	0	0	8,868,087	8,868,087
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	0	0	8,868,087	8,868,087
7000	OPERATING TRANSFERS OUT	0	0	456,965	602,965
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	0	0	456,965	602,965
<b>TYPE: E SUBTOTAL</b>		0	0	10,846,151	10,992,151
<b>FUND TYPE:</b>	<b>13 SUBTOTAL</b>	0	0	0	0

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 31 ENTERPRISE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		CURRENT YR	CAO			
		MID-YEAR	DEPARTMENT	RECOMMENDED	DIFFERENCE	
		PROJECTION	REQUEST	BUDGET	DIFFERENCE	
		APPROVED				
		BUDGET				
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0400	REV: INTEREST	6,800	3,324	225	225	-3,099
0423	RENT: AIRPORT FIXED BASE OPERATOR	50,570	50,570	58,827	58,827	8,257
0424	RENT: AIRPORT HANGAR	13,200	13,200	11,880	11,880	-1,320
0425	RENT: AIRPORT TIE DOWN	49,301	49,301	48,528	48,528	-773
0426	RENT: AIRPORT LAND USE SPACE	102,077	97,077	91,096	91,096	-5,981
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	221,948	213,472	210,556	210,556	-2,916
0500	ST: AVIATION	25,413	25,413	0	0	-25,413
0914	ST: PROP IB	126,465	126,465	0	0	-126,465
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	151,878	151,878	0	0	-151,878
1051	FED: FTA - TRANSIT ACT	55,713	188,535	0	0	-188,535
1100	FED: OTHER	1,016,500	1,016,500	817,570	817,570	-198,930
<b>CLASS: 10</b>	<b>REV: FEDERAL INTERGOVERNMENTAL</b>	1,072,213	1,205,035	817,570	817,570	-387,465
1920	OTHER SALES	655,904	655,904	482,018	482,018	-173,886
1940	MISC: REVENUE	300	300	300	300	0
1942	MISC: REIMBURSEMENT	250	250	250	250	0
1946	LANDING FEE	828	828	828	828	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	657,282	657,282	483,396	483,396	-173,886
2016	OPERATING TRNSFR IN: TDA	454,914	458,462	0	0	-458,462
2020	OPERATING TRANSFERS IN	126,816	126,816	126,569	126,569	-247
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	581,730	585,278	126,569	126,569	-458,709
0001	FUND BALANCE	370,124	310,104	313,894	313,894	3,790
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	370,124	310,104	313,894	313,894	3,790
<b>TYPE: R SUBTOTAL</b>		3,055,175	3,123,049	1,951,985	1,951,985	-1,171,064

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 31 ENTERPRISE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	DIFFERENCE
		PROJECTION	BUDGET	REQUEST	BUDGET	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	142,088	142,088	139,124	139,124	-2,964
3001	TEMPORARY EMPLOYEES	6,940	6,940	6,940	6,940	0
3002	OVERTIME	4,500	4,500	4,500	4,500	0
3004	OTHER COMPENSATION	22,000	0	0	0	0
3020	RETIREMENT EMPLOYER SHARE	27,402	27,402	24,085	24,085	-3,317
3022	MEDI CARE EMPLOYER SHARE	1,345	1,345	1,302	1,302	-43
3040	HEALTH INSURANCE EMPLOYER SHARE	28,160	28,160	36,180	36,180	8,020
3041	UNEMPLOYMENT INSURANCE EMPLOYER	1,066	1,066	1,043	1,043	-22
3042	LONG TERM DISABILITY EMPLOYER SHARE	511	511	501	501	-11
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	8,707	8,707	2,251	2,251	-6,456
3060	WORKERS' COMPENSATION EMPLOYER	911	911	909	909	-2
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	243,630	221,630	216,835	216,835	-4,795
4022	UNIFORMS	100	100	100	100	0
4040	TELEPHONE COMPANY VENDOR PAYMENTS	100	200	200	200	0
4041	COUNTY PASS THRU TELEPHONE CHARGES	100	100	100	100	0
4080	HOUSEHOLD EXPENSE	1,020	1,220	1,220	1,220	0
4083	LAUNDRY	767	367	350	350	-17
4085	REFUSE DISPOSAL	2,000	2,000	1,870	1,870	-130
4086	JANITORIAL / CUSTODIAL SERVICES	250	350	350	350	0
4100	INSURANCE: PREMIUM	913	913	2,790	2,790	1,877
4101	INSURANCE: ADDITIONAL LIABILITY	17,765	17,765	17,792	17,792	27
4140	MAINT: EQUIPMENT	11,777	11,795	19,928	19,928	8,133
4145	MAINTENANCE: EQUIPMENT PARTS	368	350	350	350	0
4160	VEH MAINT: SERVICE CONTRACT	136	300	0	0	-300
4164	VEH MAINT: TIRE & TUBES	500	500	300	300	-200
4165	VEH MAINT: OIL & GREASE	164	0	0	0	0
4180	MAINT: BUILDING & IMPROVEMENTS	15,500	15,500	12,850	12,850	-2,650
4183	MAINT: GROUNDS	800	800	800	800	0
4220	MEMBERSHIPS	5,400	5,400	0	0	-5,400
4260	OFFICE EXPENSE	600	600	600	600	0
4261	POSTAGE	900	900	900	900	0
4266	PRINTING / DUPLICATING SERVICES	200	200	200	200	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	583,720	453,720	9,446	9,446	-444,274
4305	AUDIT & ACCOUNTING SERVICES	2,800	2,800	2,900	2,900	100
4322	MEDICAL & SOBRIETY EXAMINATIONS	324	400	400	400	0
4334	FIRE PREVENTION & INSPECTION	76	0	0	0	0
4420	RENT & LEASE: EQUIPMENT	13,750	13,750	13,750	13,750	0
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	1,100	1,100	1,412	1,412	312
4461	EQUIP: MINOR	1,100	1,100	1,100	1,100	0
4462	EQUIP: COMPUTER	1,400	1,400	1,400	1,400	0
4465	EQUIP: VEHICLE	0	0	500	500	500

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 31 ENTERPRISE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
4500	SPECIAL DEPT EXPENSE	1,050	1,720	3,450	3,450	1,730
4501	SPECIAL PROJECTS	24,331	24,331	0	0	-24,331
4503	STAFF DEVELOPMENT	300	300	300	300	0
4515	BULK: FUEL PURCHASE FLEET	582,964	582,964	385,822	385,822	-197,142
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	200	200	200	200	0
4605	RENT & LEASE: VEHICLE	3,400	3,400	3,400	3,400	0
4606	FUEL PURCHASES	4,411	4,411	4,411	4,411	0
4620	UTILITIES	15,350	15,350	15,550	15,550	200
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>1,295,636</b>	<b>1,166,306</b>	<b>504,741</b>	<b>504,741</b>	<b>-661,565</b>
5060	RETIREMENT: OTHER LONG TERM DEBT	9,463	9,463	6,487	6,487	-2,976
5100	INTEREST: OTHER LONG TERM DEBT	1,487	1,487	1,277	1,277	-210
5180	TAX & ASSESSMENTS	920	920	800	800	-120
5200	DEPRECIATION	296,500	256,319	277,111	277,111	20,792
5300	INTERFND: SERVICE BETWEEN FUND TYPES	52,751	48,136	58,568	58,568	10,432
5301	INTERFND: TELEPHONE EQUIPMENT &	3,038	3,038	3,731	3,731	693
5304	INTERFND: MAIL SERVICE	204	204	29	29	-175
5305	INTERFND: STORES SUPPORT	782	782	408	408	-374
5306	INTERFND: CENTRAL DUPLICATING	750	750	750	750	0
5308	INTERFND: MAINFRAME SUPPORT	4,503	4,503	4,048	4,048	-455
5310	INTERFND: COUNTY COUNSEL	41,000	10,000	5,000	5,000	-5,000
5314	INTERFND: PC SUPPORT	600	600	600	600	0
5321	INTERFND: COLLECTIONS	800	800	800	800	0
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>412,798</b>	<b>337,002</b>	<b>359,609</b>	<b>359,609</b>	<b>22,607</b>
6021	FIXED ASSET: DESIGN SERVICES	477,611	477,611	425,300	425,300	-52,311
6023	FIXED ASSET: CONSTRUCTION	625,500	630,500	445,500	445,500	-185,000
6045	FIXED ASSET: VEHICLES	0	290,000	0	0	-290,000
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	<b>1,103,111</b>	<b>1,398,111</b>	<b>870,800</b>	<b>870,800</b>	<b>-527,311</b>
7250	INTRAFND: NOT GEN FUND / SAME FUND	349,659	327,659	301,038	301,038	-26,621
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>349,659</b>	<b>327,659</b>	<b>301,038</b>	<b>301,038</b>	<b>-26,621</b>
7380	INTRFND ABATEMENTS: NOT GENERAL	-349,659	-327,659	-301,038	-301,038	26,621
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	<b>-349,659</b>	<b>-327,659</b>	<b>-301,038</b>	<b>-301,038</b>	<b>26,621</b>
<b>TYPE: E SUBTOTAL</b>		<b>3,055,175</b>	<b>3,123,049</b>	<b>1,951,985</b>	<b>1,951,985</b>	<b>-1,171,064</b>
<b>FUND TYPE: 31</b>	<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# TRANSPORTATION

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## Financial Information by Fund Type

**FUND TYPE:** 32 INTERNAL SERVICE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0400	REV: INTEREST	0	0	62,000	62,000	62,000
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	0	0	62,000	62,000	62,000
1740	CHARGES FOR SERVICES	0	0	1,900,000	1,900,000	1,900,000
1800	INTERFND REV: SERVICE BETWEEN FUND	0	0	8,000	8,000	8,000
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	0	0	1,908,000	1,908,000	1,908,000
1942	MISC: REIMBURSEMENT	0	0	30,021	30,021	30,021
1949	AUTO PHYSICAL DAMAGE	0	0	62,298	62,298	62,298
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	0	0	92,319	92,319	92,319
0001	FUND BALANCE	0	0	184,485	184,485	184,485
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	0	0	184,485	184,485	184,485
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<b>TYPE: R SUBTOTAL</b>		0	0	2,246,804	2,246,804	2,246,804

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 32 INTERNAL SERVICE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	DIFFERENCE
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	0	0	178,859	178,859	178,859
3001	TEMPORARY EMPLOYEES	0	0	2,900	2,900	2,900
3004	OTHER COMPENSATION	0	0	600	600	600
3020	RETIREMENT EMPLOYER SHARE	0	0	33,208	33,208	33,208
3022	MEDI CARE EMPLOYER SHARE	0	0	2,471	2,471	2,471
3040	HEALTH INSURANCE EMPLOYER SHARE	0	0	45,406	45,406	45,406
3041	UNEMPLOYMENT INSURANCE EMPLOYER	0	0	1,278	1,278	1,278
3042	LONG TERM DISABILITY EMPLOYER SHARE	0	0	613	613	613
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	0	0	3,001	3,001	3,001
3060	WORKERS' COMPENSATION EMPLOYER	0	0	21,900	21,900	21,900
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	0	0	290,236	290,236	290,236
4020	CLOTHING & PERSONAL SUPPLIES	0	0	300	300	300
4080	HOUSEHOLD EXPENSE	0	0	300	300	300
4083	LAUNDRY	0	0	3,000	3,000	3,000
4085	REFUSE DISPOSAL	0	0	150	150	150
4086	JANITORIAL / CUSTODIAL SERVICES	0	0	3,000	3,000	3,000
4100	INSURANCE: PREMIUM	0	0	2,323	2,323	2,323
4140	MAINT: EQUIPMENT	0	0	8,000	8,000	8,000
4160	VEH MAINT: SERVICE CONTRACT	0	0	327,000	327,000	327,000
4161	VEH MAINT: PARTS DIRECT CHARGE	0	0	6,000	6,000	6,000
4162	VEH MAINT: SUPPLIES	0	0	8,800	8,800	8,800
4163	VEH MAINT: INVENTORY	0	0	70,000	70,000	70,000
4164	VEH MAINT: TIRE & TUBES	0	0	120,000	120,000	120,000
4165	VEH MAINT: OIL & GREASE	0	0	13,000	13,000	13,000
4180	MAINT: BUILDING & IMPROVEMENTS	0	0	5,000	5,000	5,000
4197	MAINTENANCE BUILDING: SUPPLIES	0	0	3,000	3,000	3,000
4220	MEMBERSHIPS	0	0	460	460	460
4260	OFFICE EXPENSE	0	0	2,000	2,000	2,000
4300	PROFESSIONAL & SPECIALIZED SERVICES	0	0	7,460	7,460	7,460
4322	MEDICAL & SOBRIETY EXAMINATIONS	0	0	400	400	400
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	0	0	2,500	2,500	2,500
4461	EQUIP: MINOR	0	0	3,500	3,500	3,500
4605	RENT & LEASE: VEHICLE	0	0	5,000	5,000	5,000
4606	FUEL PURCHASES	0	0	2,500	2,500	2,500
4620	UTILITIES	0	0	5,000	5,000	5,000
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	0	0	598,693	598,693	598,693
5200	DEPRECIATION	0	0	1,160,735	1,160,735	1,160,735
5300	INTERFND: SERVICE BETWEEN FUND TYPES	0	0	178,693	178,693	178,693
5304	INTERFND: MAIL SERVICE	0	0	1,384	1,384	1,384
5305	INTERFND: STORES SUPPORT	0	0	1,732	1,732	1,732
5308	INTERFND: MAINFRAME SUPPORT	0	0	14,126	14,126	14,126

# TRANSPORTATION

## Financial Information by Fund Type

**FUND TYPE:** 32 INTERNAL SERVICE FUND  
**DEPARTMENT:** 30 DOT - DEPARTMENT OF TRANSPORTATION

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
5320	INTERFND: NETWORK SUPPORT	0	0	1,205	1,205	1,205
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	0	0	1,357,875	1,357,875	1,357,875
6045	FIXED ASSET: VEHICLES	0	0	1,512,563	1,512,563	1,512,563
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	0	0	1,512,563	1,512,563	1,512,563
6101	FIXED ASSET: CAPITALIZED EQUIPMENT	0	0	-1,512,563	-1,512,563	-1,512,563
<b>CLASS: 61</b>	<b>CAPITALIZED FIXED ASSETS</b>	0	0	-1,512,563	-1,512,563	-1,512,563
7250	INTRAFND: NOT GEN FUND / SAME FUND	0	0	120,000	120,000	120,000
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	0	0	120,000	120,000	120,000
7380	INTRFND ABATEMENTS: NOT GENERAL	0	0	-120,000	-120,000	-120,000
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	0	0	-120,000	-120,000	-120,000
<b>TYPE: E SUBTOTAL</b>		0	0	2,246,804	2,246,804	2,246,804
<b>FUND TYPE: 32</b>	<b>SUBTOTAL</b>	0	0	0	0	0
<b>DEPARTMENT: 30</b>	<b>SUBTOTAL</b>	578,327	654,000	5,204,872	5,153,767	4,499,767

## TRANSPORTATION

### Personnel Allocations

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Director of Transportation	1.00	1.00	1.00	0.00
Administrative Secretary	6.00	5.00	5.00	-1.00
Administrative Services Officer	6.00	6.00	6.00	0.00
Administrative Technician	7.00	7.00	7.00	0.00
Airport Operations Supervisor	1.00	1.00	1.00	0.00
Airport Technician	2.00	2.00	2.00	0.00
Assistant in Civil Engineering	10.00	10.00	10.00	0.00
Assistant in Land Surveying	2.00	2.00	2.00	0.00
Assistant in Right of Way	1.00	1.00	1.00	0.00
Associate Civil Engineer	8.00	8.00	8.00	0.00
Associate Land Surveyor	2.00	2.00	2.00	0.00
Associate Right of Way Agent	2.00	3.00	3.00	1.00
Bridge Maintenance Supervisor	1.00	1.00	1.00	0.00
Bridge Maintenance Worker I/II/III	3.00	3.00	3.00	0.00
Building Maintenance Worker I/II/Sr.	6.00	6.00	6.00	0.00
Building Operations Supervisor	1.00	1.00	1.00	0.00
Building Operations Technician	4.00	4.00	4.00	0.00
Chief Fiscal Officer	1.00	1.00	1.00	0.00
Contract Services Officer	1.00	1.00	1.00	0.00
Custodian	11.00	11.00	11.00	0.00
Custodian Supervisor	2.00	2.00	2.00	0.00
Department Analyst I/II	6.00	6.00	6.00	0.00
Deputy Director Engineering	4.00	4.00	4.00	0.00
Deputy Director Maintenance & Operations	1.00	1.00	1.00	0.00
Development Technician I/II	1.00	1.00	1.00	0.00
Engineering Aide/Engineering Technician	5.00	5.00	5.00	0.00
Equipment Maintenance Supervisor	3.00	3.00	3.00	0.00
Equipment Mechanic I/II	8.00	8.00	8.00	0.00
Equipment Mechanic III	2.00	2.00	2.00	0.00
Equipment Superintendent	1.00	1.00	1.00	0.00
Executive Secretary	0.00	1.00	1.00	1.00
Fiscal Assistant I/II	1.00	1.00	1.00	0.00
Fiscal Services Supvr	1.00	1.00	1.00	0.00
Fiscal Technician	2.00	2.00	2.00	0.00
Fleet Services Technician I/II	3.00	3.00	3.00	0.00
Grounds Maintenance Wkr I/II/Sr.	4.00	4.00	4.00	0.00
Highway Maintenance Worker I/II/III	36.00	36.00	36.00	0.00
Highway Maintenance Worker IV	7.00	7.00	7.00	0.00

## TRANSPORTATION

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Highway Superintendent	2.00	2.00	2.00	0.00
Highway Maintenance Supervisor	8.00	8.00	8.00	0.00
Information Technology Department Coordinator	3.00	3.00	3.00	0.00
Office Assistant I/II	1.00	1.00	1.00	0.00
Parts Technician	2.00	2.00	2.00	0.00
Principal Engineering Technician	6.00	6.00	6.00	0.00
Principal Planner	2.00	2.00	2.00	0.00
Right of Way Program Manager	1.00	1.00	1.00	0.00
Secretary	1.00	1.00	1.00	0.00
Sr. Accountant	1.00	1.00	1.00	0.00
Sr. Bridge Maintenance Worker	1.00	1.00	1.00	0.00
Sr. CADD Technician	5.00	5.00	5.00	0.00
Sr. Civil Engineer	15.00	14.00	14.00	-1.00
Sr. Custodian	1.00	1.00	1.00	0.00
Sr. Department Analyst	2.00	2.00	2.00	0.00
Sr. Development Technician	1.00	1.00	1.00	0.00
Sr. Engineering Technician	16.00	16.00	16.00	0.00
Sr. Equipment Mechanic	1.00	1.00	1.00	0.00
Sr. Fiscal Assistant	3.00	3.00	3.00	0.00
Sr. Highway Maintenance Worker	7.00	7.00	7.00	0.00
Sr. Information Technology Department Coordinator	1.00	1.00	1.00	0.00
Sr. Office Assistant	5.00	5.00	5.00	0.00
Sr. Planner	4.00	4.00	4.00	0.00
Sr. Traffic Civil Engineer	2.00	2.00	2.00	0.00
Sr. Traffic Control Maintenance Worker	1.00	1.00	1.00	0.00
Supervising Accountant/Auditor	1.00	1.00	1.00	0.00
Supervising Civil Engineer	10.00	10.00	10.00	0.00
Supervisor Grounds Maintenance	1.00	1.00	1.00	0.00
Support Services Mgr	1.00	1.00	1.00	0.00
Traffic Control Maintenance Supervisor	1.00	1.00	1.00	0.00
Traffic Control Maintenance Worker I/II/III	5.00	5.00	5.00	0.00
Traffic Control Maintenance Worker IV	2.00	2.00	2.00	0.00
Traffic Operations Technician	1.00	1.00	1.00	0.00
Traffic Superintendent	1.00	1.00	1.00	0.00
Transportation Training/Safety Technician	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>279.00</b>	<b>279.00</b>	<b>279.00</b>	<b>0.00</b>

# TRANSPORTATION

## Department of Transportation Proposed 2009-2010 Organizational Chart

Director - 306000	
Director of Transportation	1.00
Executive Secretary	1.00
<del>Admin Secretary</del>	<del>0.00</del>
Allocations	2.00

Administration Division - 306000	
Chief Fiscal Officer	1.00
Allocations	1.00

Fiscal Operations - 306100	
Fiscal Services Supv	1.00
Fiscal Technician	1.00
Sr Fiscal Assistant	3.00
Fiscal Assistant I/II	1.00
<i>Office Assistant I - Extra Help</i>	
Allocations	6.00

Office Management - 306100	
Admin Services Officer	1.00
Admin Tech	1.00
Admin Secretary	1.00
Sr Office Assistant	2.00
Information Services - 306110	
Sr Info Tech Dept Coord	1.00
IT Dept Coordinator	3.00
Allocations	9.00

Capital Finances - 306100	
Admin Service Officer	1.00
Dept Analyst I/II	1.00
Fiscal Technician	1.00
Allocations	3.00

**24.00 allocations in Administration**

Accounting and Budget Operations - 306100	
Supv Accountant/Auditor	1.00
Dept Analyst I/II	1.00
Sr Accountant	1.00
Allocations	3.00

**279.00 allocations in Department**

# TRANSPORTATION

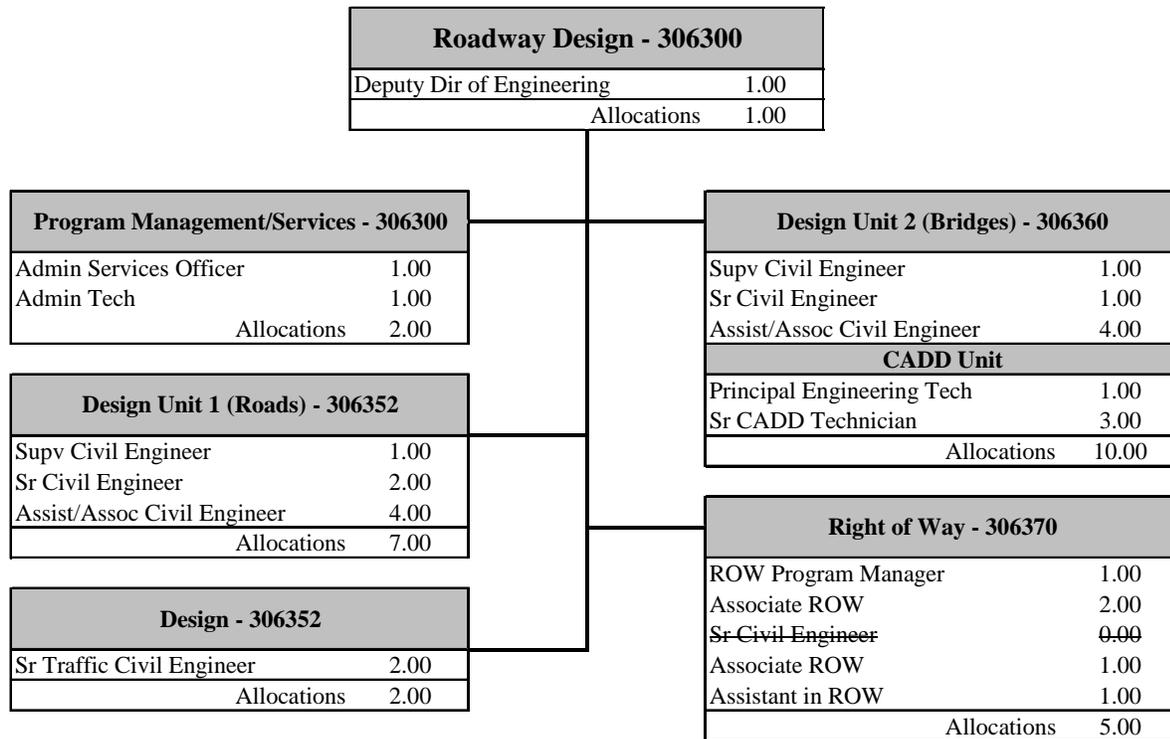
Maintenance & Operations - 306200	
Deputy Director of Maintenance	1.00
Admin Secretary	1.00
Allocations	2.00

<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center; background-color: #cccccc;">West Slope Road Operations - 306222</th> </tr> </thead> <tbody> <tr> <td>Hwy Superintendent</td> <td style="text-align: right;">1.00</td> </tr> <tr> <td><i>Storekeeper II - Extra Help</i></td> <td></td> </tr> <tr> <th colspan="2" style="text-align: center; background-color: #cccccc;">Bridge Crew</th> </tr> <tr> <td>Br Maint Supervisor</td> <td style="text-align: right;">1.00</td> </tr> <tr> <td>Bridge Maint Wkr III</td> <td style="text-align: right;">3.00</td> </tr> <tr> <td>Bridge Maint Wkr II</td> <td style="text-align: right;">1.00</td> </tr> <tr> <th colspan="2" style="text-align: center; background-color: #cccccc;">Highway Crew</th> </tr> <tr> <td>Hwy Maint Supervisor</td> <td style="text-align: right;">5.00</td> </tr> <tr> <td>Sr Hwy Maint Wkr</td> <td style="text-align: right;">5.00</td> </tr> <tr> <td>Hwy Maint Wkr IV</td> <td style="text-align: right;">5.00</td> </tr> <tr> <td>Hwy Maint Wkr I/II/III</td> <td style="text-align: right;">25.00</td> </tr> <tr> <td><i>Hwy Maint Wrkr I EH (4)</i></td> <td></td> </tr> <tr> <td style="text-align: center;">Allocations</td> <td style="text-align: right;">46.00</td> </tr> </tbody> </table> <table border="1" style="width: 100%; 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<b>139.00</b>	<b>Total allocations in Maintenance Division</b>
<b>104.00</b>	<b>Allocations in Maintenance &amp; Ops</b>
<b>31.00</b>	<b>Allocations in Buildings and Grounds</b>
<b>4.00</b>	<b>Allocations in Fleet</b>

# TRANSPORTATION



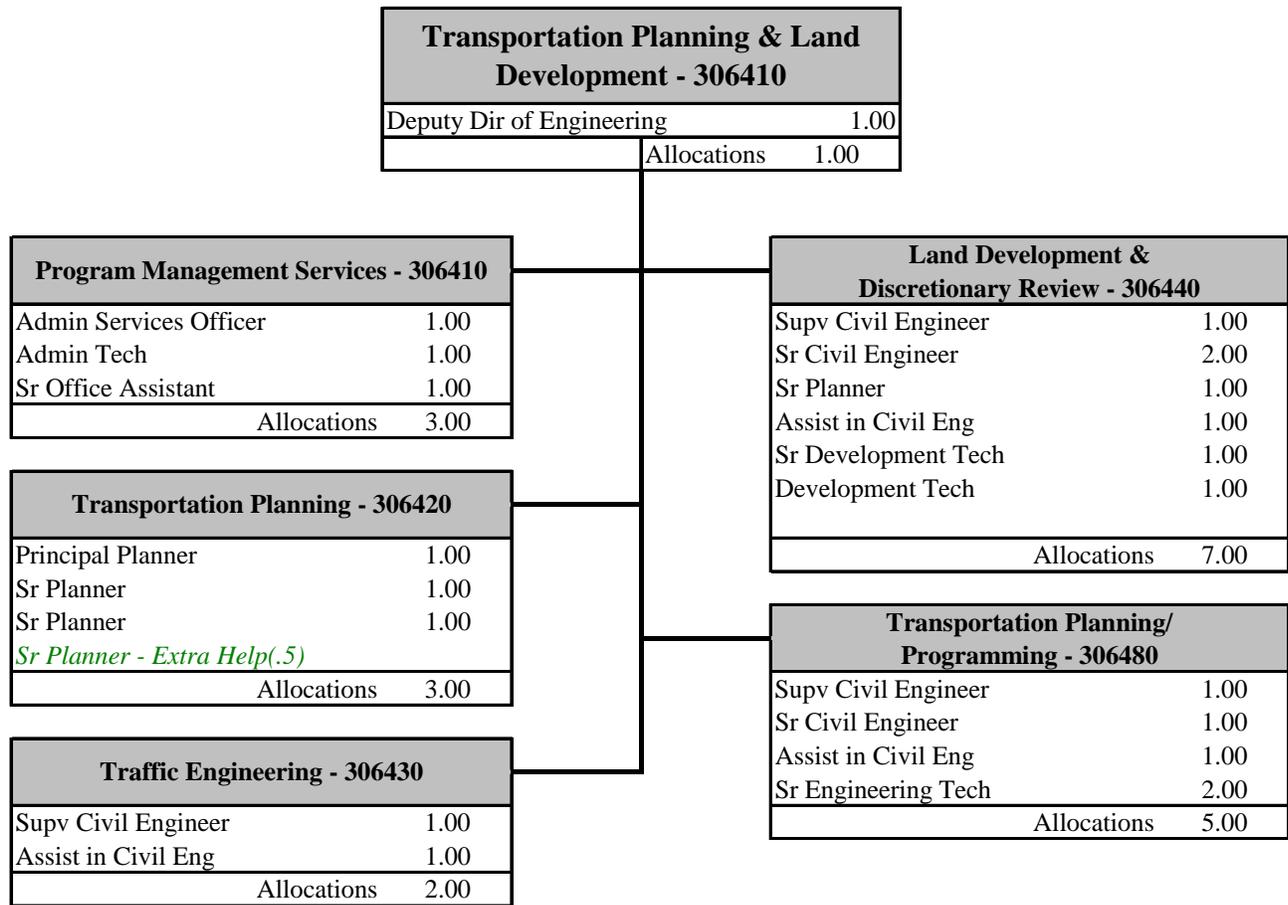
**27.00 Total allocations in Roadway Design Division**

**15.00 Allocations in Tahoe unit under Facilities Engineering Division**

**37.00 Allocation in Construction**

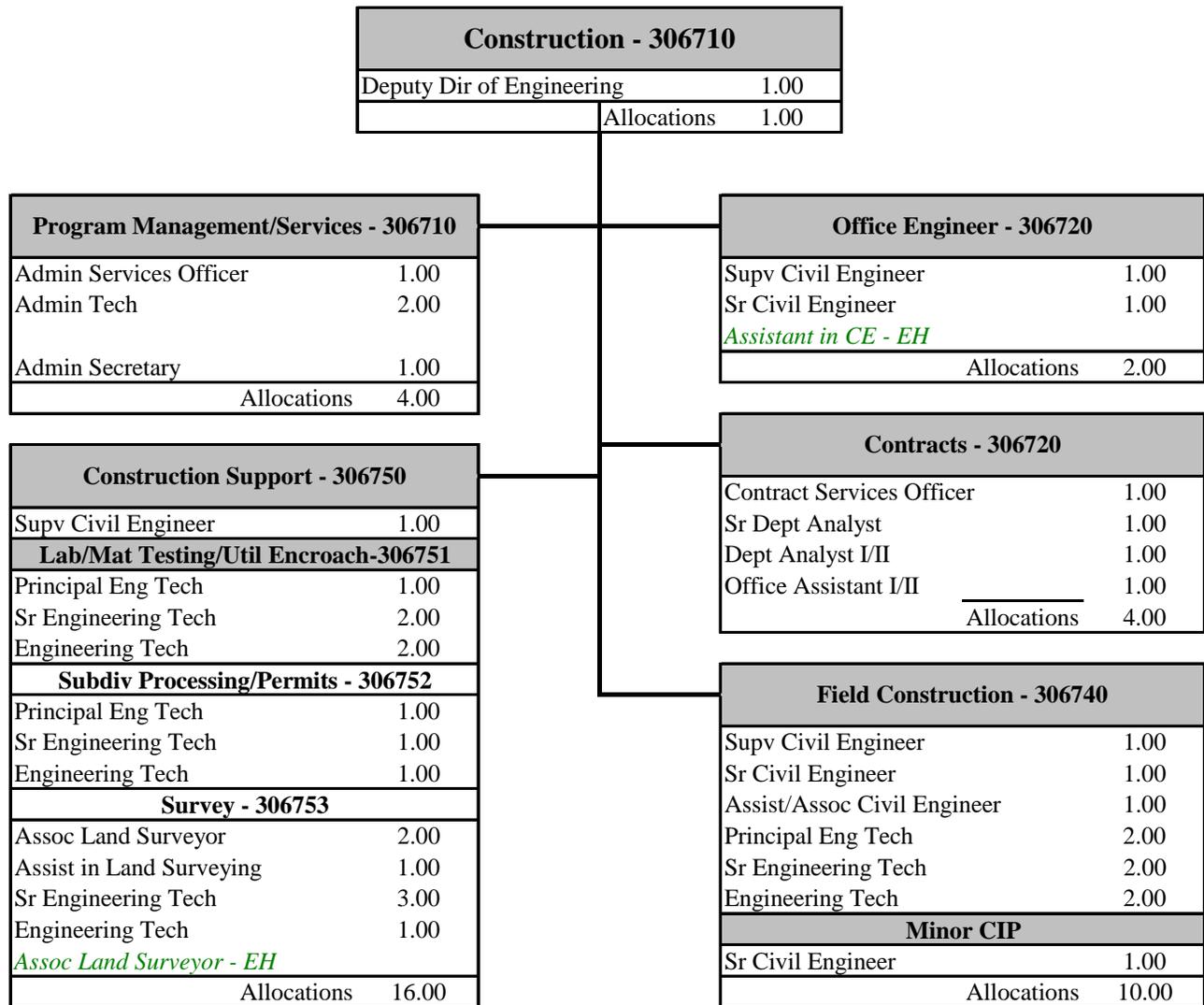
**79.00 Grand Total**

# TRANSPORTATION



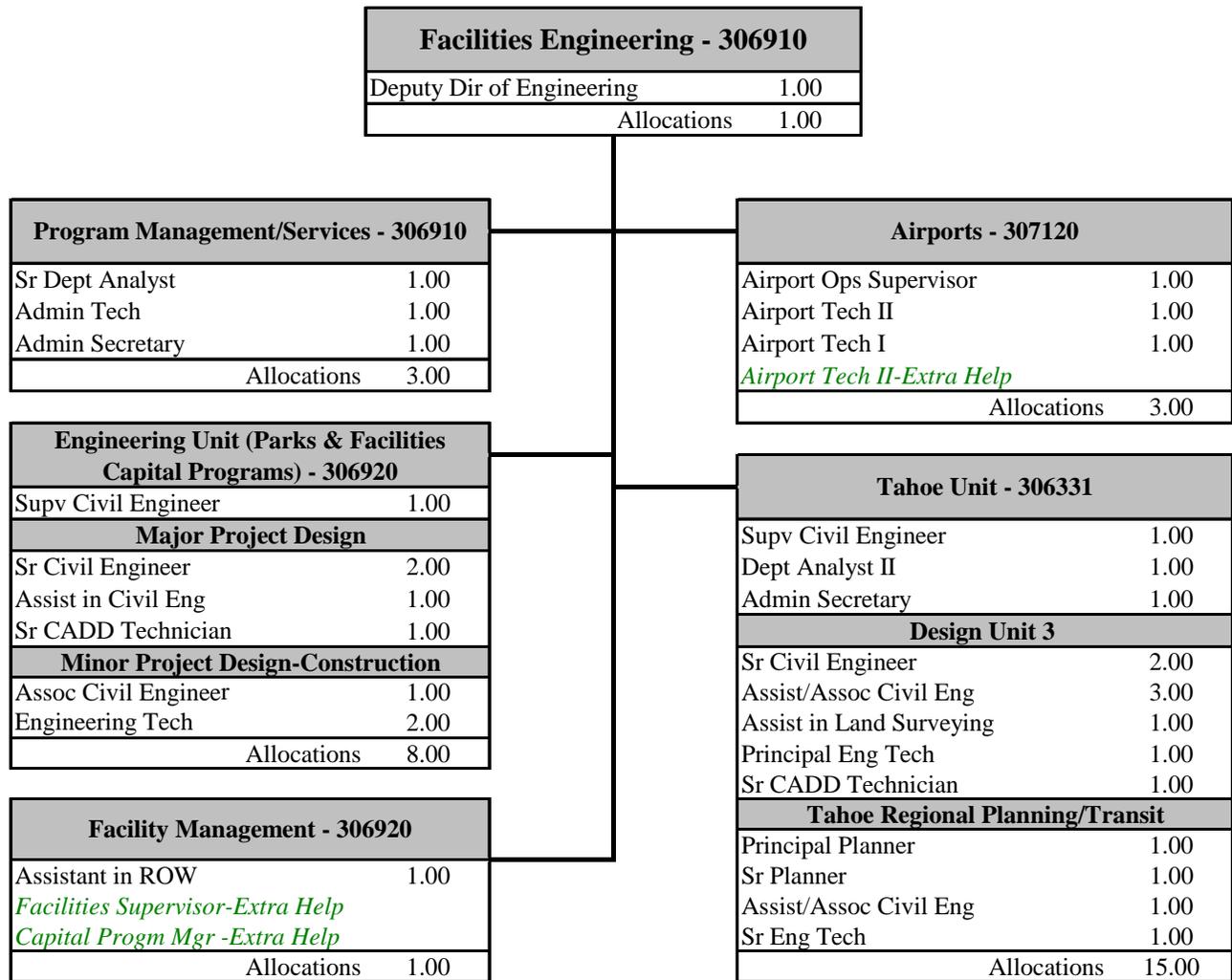
**21.00 allocations in TPLD**

# TRANSPORTATION



**37.00 Total allocations in Construction Division**

# TRANSPORTATION



<p><b>31.00 Total allocations in Facilities Engineering Division</b></p> <p><b>15.00 Allocations Tahoe - to Engineering/Construction</b></p> <p><b>3.00 Allocations in Airport</b></p> <p><b>13.00 Allocations in Facilities Engineering</b></p>
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# TRANSPORTATION

## Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	6,833,296	7,789,212	8,531,884	9,510,477	9,995,632
Benefits	1,713,878	2,131,309	2,664,337	3,661,213	4,885,956
Services & Supplies	7,442,545	19,725,906	14,026,619	12,067,748	18,723,730
Other Charges	3,158,939	8,093,249	7,093,570	7,254,908	9,900,368
Fixed Assets	293,983	841,190	1,501,259	892,412	1,155,334
Operating Transfers	-	148,175	60,329	41,545	3,088,909
Intrafund Transfers	4,356	20,844	5,147	12,813	33,364
<b>Total Appropriations</b>	<b>19,446,997</b>	<b>38,749,885</b>	<b>33,883,145</b>	<b>33,441,116</b>	<b>47,783,293</b>
Taxes	2,639,339	3,459,447	3,627,522	3,673,201	3,624,081
Licenses, Permits	755,490	941,439	992,033	1,042,594	1,063,345
Fines Forfeitures	-	498	1,230	1,071	1,544
Use of Money	170,324	187,495	60,049	70,952	104,713
State	8,662,602	9,171,645	9,601,111	9,137,689	11,356,588
Federal	1,602,904	2,706,614	3,909,684	2,075,857	3,050,983
Other Governmental	-	20,485	50,860	29,925	73,922
Charges for Service	7,226,935	18,324,975	11,900,367	12,496,469	5,246,681
Misc.	61,833	566,085	124,181	2,740,840	800,340
Other Financing Sources	50,352	4,443,352	2,477,403	3,070,315	21,345,057
Use of Fund Balance	-	174,921	1,252,103	32,539	1,307,571
<b>Total Revenue</b>	<b>21,169,779</b>	<b>39,996,956</b>	<b>33,996,543</b>	<b>34,338,913</b>	<b>46,667,254</b>
<b>NCC - County Engineer</b>	<b>80,950</b>	<b>84,611</b>	<b>116,034</b>	<b>215,591</b>	<b>276,059</b>
<b>General Fund Contribution</b>	<b>35,886</b>	<b>1,662,368</b>	<b>1,994,908</b>	<b>1,844,754</b>	<b>1,816,822</b>
<b>FTE's</b>	<b>162</b>	<b>176</b>	<b>195</b>	<b>212</b>	<b>219</b>
<b>Fund Balance</b>					
Road Fund	3,796,775	4,633,194	3,968,947	4,968,938	3,953,741
Erosion Control	82,101	623,628	45,800	32,568	(215,391)
Road District Tax	1,092,187	917,266	1,082,461	1,063,154	1,642,090

## TRANSPORTATION

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	12,491,895	13,842,298	15,098,371	16,726,542	18,014,065
Benefits	5,788,808	6,066,926	6,520,409	5,751,777	7,792,400
Services & Supplies	27,275,247	31,064,392	44,936,986	55,638,651	86,156,383
Other Charges	10,927,053	7,318,978	7,343,574	7,400,200	21,925,775
Fixed Assets	2,243,115	3,324,800	1,152,181	5,842,287	12,891,551
Operating Transfers	4,809,692	6,128,630	5,773,424	5,468,706	6,086,932
Intrafund Transfers	30,840	25,231	50,616	61,187	(218,944)
Increase to reserves	-	-	-	-	361,313
<b>Total Appropriations</b>	<b>63,566,650</b>	<b>67,771,255</b>	<b>80,875,561</b>	<b>96,889,350</b>	<b>153,009,475</b>
Taxes	4,926,016	5,570,390	6,069,769	5,401,121	7,550,096
Licenses, Permits	167,302	99,075	80,955	69,156	60,000
Fines Forfeitures	4,601	7,110	10,713	-	2,748
Use of Money	315,122	479,448	345,670	128,254	439,836
State	14,653,530	12,570,363	18,408,967	15,004,132	37,768,145
Federal	3,647,398	7,434,225	4,935,316	12,488,495	17,937,208
Other Governmental	-	-	-	-	-
Charges for Service	6,767,176	6,077,466	5,485,850	4,681,731	10,716,194
Misc.	392,800	538,938	825,402	1,147,045	16,673,221
Other Financing Sources	32,547,495	35,559,775	48,560,555	52,985,381	49,647,345
Use of Fund Balance	670,127	880,664	445,572	4,405,708	7,060,916
<b>Total Revenue</b>	<b>64,091,567</b>	<b>69,217,454</b>	<b>85,168,769</b>	<b>96,311,023</b>	<b>147,855,709</b>
<b>NCC</b>	<b>389,373</b>	<b>456,644</b>	<b>516,193</b>	<b>578,327</b>	<b>5,153,766</b>
<b>General Fund Contribution</b>	<b>2,077,017</b>	<b>3,456,767</b>	<b>1,918,589</b>	<b>191,325</b>	<b>3,808,964</b>
<b>FTE's</b>	<b>227</b>	<b>253</b>	<b>256</b>	<b>279</b>	<b>279</b>
<b>Fund Balance</b>					
Road Fund	4,531,451	6,057,549	10,168,090	8,500,000	4,906,901
Erosion Control	(540,997)	(570,284)	(562,657)	(2,800,000)	(1,700,000)
Road District Tax	1,297,568	446,191	619	-	-

## TRANSPORTATION

10 Year Variance		
	\$ Change	% Change
Salaries	11,180,769	164%
Benefits	6,078,522	355%
Services & Supplies	78,713,838	1058%
Other Charges	18,766,836	594%
Fixed Assets	12,597,568	4285%
Operating Transfers	6,086,932	N/A
Intrafund Transfers	356,957	8195%
<b>Total Appropriations</b>	<b>133,562,478</b>	<b>687%</b>
Taxes	4,910,757	186%
Licenses, Permits	(695,490)	-92%
Fines Forfeitures	2,748	N/A
Use of Money	269,512	158%
State	29,105,543	336%
Federal	16,334,304	1019%
Other Governmental	-	N/A
Charges for Service	3,489,259	48%
Misc.	16,611,388	26865%
Other Financing Sources	49,596,993	98501%
Use of Fund Balance	7,060,916	N/A
<b>Total Revenue</b>	<b>126,685,930</b>	<b>598%</b>
<b>NCC</b>	<b>5,072,816</b>	<b>6267%</b>
<b>FTE's</b>	<b>117</b>	<b>72%</b>

### Notes

FY 2008-09 Airports moved to DOT from General Services (3 FTE's)

FY 2008-09 General Services functions moved to DOT (46 FTE's)

NCC increased in FY 2009-10 due to General Services functions. \$578,000 is related to County Engineer.

Remaining \$4,575,767 related to functions previously performed by General Services. This is actually a reduction of approximately \$600,000 from FY 2008-09 General Services NCC estimates.

Large negative fund balance projected for Erosion Control in FY 2008-09 due to late receipts of payment (\$1.1M) and withholding of retention monies (\$1.7M).

# ENVIRONMENTAL MANAGEMENT

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## Mission

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

## Program Summaries

### Administration

**Positions: 6.5 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$516,324**

**Total Revenues: \$537,042**

**Net County Cost: (\$20,718)**

**Furlough Value: \$20,718**

The Administration division provides executive leadership, fiscal services including budget preparation, accounting, payroll, procurement/contracts, human resource/employee relations, information technology, grant administration, and public relations support for all department divisions and programs. The revenue generated in this program is via a cost recovery model that charges the administrative overhead of the department to programs. Revenue is ongoing for this division.

### Environmental Health

**Positions: 12.84 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$1,468,239**

**Total Revenues: \$1,494,284**

**Net County Cost: (\$26,045)**

**Furlough Value: \$26,045**

The Environmental Health division is responsible for ensuring countywide compliance with applicable state laws, regulations, and County Ordinances concerning many fundamental public health issues, such as food facilities, public swimming pools/spas, wells, small water systems and septic systems. This division participates in epidemiological investigation and emerging pathogen response such as norovirus outbreaks and West Nile Virus. Small components of the division activities relate to the reduction in mosquito breed sources on the West Slope that may impose a threat of West Nile Virus and other diseases carried by mosquitoes and addressing solid waste complaints. Revenue generated in this program is a result of health permits, land use permits, realignment distribution and solid waste franchise fees. Revenue is ongoing for this division.

### Hazardous Materials – CUPA

**Positions: 2.44 FTE**

**Extra Help: 0**

**Overtime: \$7,736**

**Total Appropriations: \$341,294**

**Total Revenues: \$347,680**

**Net County Cost: (\$6,386)**

**Furlough Value: \$6,386**

The Hazardous Materials/CUPA division administers and implements the State mandated Certified Unified Program Agency (CUPA) program for commercial facilities that store hazardous materials countywide. Activities include underground and above ground storage tank inspections, hazardous materials and hazardous waste management, response to

## **ENVIRONMENTAL MANAGEMENT**

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hazardous materials release incidents at fixed facilities, and support for Air Quality Management District related activities. Revenue generated in this program is a result of facility permits and business plans related to the program components. Revenue is ongoing for this division.

**River Management**  
**Positions: .95 FTE**  
**Extra Help: \$67,898**  
**Overtime: \$0**

**Total Appropriations: \$236,028**  
**Total Revenues: \$237,889**  
**Net County Cost: (\$1,861)**  
**Furlough Value: \$1,861**

The River Management program is responsible for implementation of the El Dorado County River Management Plan (RMP) adopted in 2001. This program was transferred from General Services to Environmental Management in March, 2009. The program regulates commercial and non-commercial whitewater recreation activities on the 20.7-mile segment of the South Fork of the American River between the Chili Bar Dam near State Highway 193, and Salmon Falls Road at the upper extent of Folsom Reservoir. This program administers the established operational rules for commercial and non-commercial/private boaters navigating the river along with health and safety objectives identified in the RMP and other County Ordinances. The revenue generated in this program is from river use permits. The revenue is ongoing for this division.

### **Extra Help Justification**

#### **River Instructor (3 Seasonal Positions)**

The extra help River Instructors administer the river program as described in the River Management Plan. Their role in the program is to educate the public on relevant laws, provide first aid and river rescue as needed, monitor the river usage, audit the outfitter permit requirements, and review river use permits. These extra help employees work the program during the busy river use months, which is typically from mid April to mid September. These positions are funded from revenue generated by river use permits.

#### **River Aide (1 Seasonal Position)**

The extra help River Aide provides data collection, data maintenance, data reporting, and monitoring of river use per the requirements of the River Management Plan. The data collection is a necessary tool for the river program to ensure permit compliance. This position also provides valuable assistance to the River Instructors and River Supervisor allowing them to best utilize their time on the river. This position is funded from revenue generated by river use permits.

**Park Operations**  
**Positions: 1.0 FTE**  
**Extra Help: \$26,125**  
**Overtime: \$0**

**Total Appropriations: \$274,392**  
**Total Revenues: \$60,460**  
**Net County Cost: \$213,932**  
**Furlough Value: \$1,342**

The Park Operations division oversees the operations of the established parks in the County. These parks include Henningsen Lotus Park, Pioneer Park and Bradford Park. Operational components related to the parks include park staffing, event scheduling, and ensuring proper usage of the parks. This is a new division which was transferred to the Environmental Management Department as part of the dissolution of the General Services Department.

## **ENVIRONMENTAL MANAGEMENT**

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Appropriations in this program represent the total cost for park operations and maintenance. The Department of Transportation has absorbed the park maintenance component and will be providing those services to the parks. DOT will intra-fund charge Environmental Management for the related costs associated with the parks maintenance. The net county cost associated with this program is a combination of the park operations component (EMD) and the parks maintenance component (DOT) of parks management. Revenue generated in this program is from park usage fees and facility rental fees. Revenue is ongoing for this division, however does not cover the cost of the program resulting in the net county cost.

### **Extra Help Justification**

#### **Park Operations Assistant (3 Seasonal Positions)**

The extra help Park Operations Assistants are seasonal staff at the Henningsen Lotus Park. Extra help employees collect park fees, sell light tokens, attend to weekend park maintenance, oversee onsite park facility rentals, and respond to park related emergencies, as needed. These positions are funded through revenue generated by park usage fees collected at the Henningsen Lotus Park.

#### **South Lake Tahoe Vector/Snow Removal (CSA#3)**

**Positions: 5.0 FTE**

**Extra Help: \$0**

**Overtime: \$8,350**

**Total Appropriations: \$907,564**

**Total Revenues: \$907,564**

**Net County Cost: \$ 0**

**Furlough Value: \$9,316**

The SLT Vector Control division carries out activities for the control of mosquitoes, plague, Hantavirus, and yellow jackets in the South Lake Tahoe Basin. This division's revenue is derived through ad valorem taxes and from special tax assessments on improved property. District funds generated by a benefit assessment on improved parcels in the South Lake Tahoe Basin are used for the purpose of procuring snow removal equipment by and for the City of South Lake Tahoe. The Environmental Management Department's role in the City of South Lake Tahoe's snow removal equipment is limited to distribution of revenue collected. Revenue is ongoing for this division.

#### **Household Hazardous Waste/Incident Response (CSA#10)**

**Positions: 2.43 FTE**

**Extra Help: \$0**

**Overtime: \$8,526**

**Total Appropriations: \$430,460**

**Total Revenues: \$430,460**

**Net County Cost: \$ 0**

**Furlough Value: \$6,860**

The Household Hazardous Waste division administers the countywide household hazardous waste collection and disposal program, including activities that promote education and safe recycling related to used and re-refined oil, as well as recycling of computers and other electronic equipment. The division operates the hazardous materials incident response team, which has been expanded to include response to incidents involving household hazardous waste and functions as the County's first responder to all hazards emergencies. Revenue generated in this program is from special assessments on improved parcels within the County. Revenue is ongoing for this division.

## **ENVIRONMENTAL MANAGEMENT**

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### **Solid Waste**

**Positions: 8.9 FTE**

**Extra Help: \$103,498**

**Overtime: \$11,089**

**Total Appropriations: \$4,014,645**

**Total Revenues: \$4,014,645**

**Net County Cost: \$ 0**

**Furlough Value: \$18,519**

The Solid Waste division implements the Integrated Waste Management Plan (AB939), administers solid waste contracts and franchise agreements, implements the Construction and Demolition Ordinance (C&D), operates Union Mine Landfill, and provides regulatory services at other landfill sites. This program promotes various recycling programs through grants including, used oil and bottle recycling, used tire collection and disposal, household hazardous waste disposal, and e-waste recycling. This division includes the West Slope Litter Abatement program wherein activities include removal of roadside litter, solid waste complaints, procurement of grants and contracts to fund litter abatement activities, and prosecution of litter or illegal dumping violations.

This program includes collection of a designated special assessment for the Clean Tahoe Program (pass through) which provides for litter pickup and control in the unincorporated area of the South Lake Tahoe Basin.

Revenue generated in this program is from special assessments on improved parcels (ongoing), solid waste franchise fees (ongoing), funding agreements with State of California Cal Trans and the El Dorado County Department of Transportation (renewed annually) for litter abatement. There are several one time funding sources identified within the solid waste program that are grant funded programs. Expenditures appropriations associated with these grants are also one time in nature.

### **Extra Help Justification**

#### **Solid Waste Litter Technician**

The extra help Solid Waste Litter Technician works with one permanent employee to collect roadside litter. Litter collection performed by a team of two individuals is far safer, more efficient and can be done in more places than litter collection by one person. Safety enhancements realized by having a team of two individuals include reduced solo lifting of heavy objects, placement of a barricade vehicle at each end of the work zones and increased work zone visibility. Should an injury occur to one of the staff members, the other can provide communications assistance. Efficiency increases are derived from having two vehicles in which to transport waste from large roadside dump sites and being able to work in more areas. With two litter collection staff the Highway 50 median strip from Placerville to El Dorado Hills can be cleaned. When only one litter staff employee is available we must receive assistance from Caltrans for a second barricade vehicle and Caltrans staff is often unavailable for this function. This position is funded by contacts with DOT, Caltrans and by Department of Conservation beverage container recycling funds. These funding sources are annually appropriated; therefore, the extra help position is acquired only when funding is available.

#### **Work Program Officer**

The department's Work Program Officer works three days per week supervising EDC jail inmates as they collect litter from the County roadways. The current Work Program Office is a retired law enforcement officer. The EDC jail staff prefer that we employ retired law enforcement personnel for this assignment. Retired law enforcement staff are considered to be better at keeping the inmates on task, out of trouble and separated from the public. By having

## **ENVIRONMENTAL MANAGEMENT**

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this extra help position filled we are able to utilize an average of four inmate laborers, each day. The inmates remove an average of 300 pounds of litter per day from the County roadways. This position is funded by contacts with DOT, Caltrans and by Department of Conservation beverage container recycling funds. These funding sources are annually appropriated; therefore, the extra help position is acquired only when funding is available.

### **Sr. Environmental Health Specialist:**

The current Sr. Environmental Health Specialist brings EMD over 20 years of solid waste planning experience. He has a wealth of knowledge and effectively communicates that knowledge to staff and interested parties. He performs vital solid waste administrative and planning functions including periodic disposal reporting to the state, facilitating the El Dorado Solid Waste Advisory Committee (EDSWAC) meetings, drafting solid waste related ordinances, interacting with solid waste franchise representatives and improving our recycling programs. This position is funded in part by solid waste franchise fees, solid waste special assessments, and AB939 compliance funding.

### **Liquid Waste**

**Positions: 2.60 FTE**

**Extra Help: \$0**

**Overtime: \$5,000**

**Total Appropriations: \$1,055,210**

**Total Revenues: \$1,055,210**

**Net County Cost: \$ 0**

**Furlough Value: \$5,909**

The Liquid Waste division operates the Union Mine Wastewater Treatment Facility. This facility annually accepts and processes up to 3.8 million gallons of septic tank waste (septage), portable toilet waste, and leachate generated from the Union Mine Landfill. The facility is comprised of a 2 million gallon Class II surface impoundment for the collection of leachate, a receiving station for septage and portable toilet waste haulers, two 500,000 gallon aerobic digesters, two 2 million gallon storage tanks for holding processed wastewater, two high speed centrifuges for the processing of solids, and a multitude of pumps, blowers and other equipment necessary to receive, process, store and discharge the liquid wastes received by the facility. Revenue generated in this program is from special assessments on improved parcels (ongoing) and charges for services for disposal of septage at the Union Mine Wastewater Treatment Facility (variable depending on usage).

### **Air Quality Management District**

**Positions: 6.84 FTE**

**Extra Help: \$0**

**Overtime: \$925**

**Total Appropriations: \$2,545,173**

**Total Revenues: \$2,545,173**

**Net County Cost: \$ 0**

**Furlough Value: \$18,643**

Air Quality Management District activities include air quality monitoring, emission control equipment inspections, transportation control measures related to maintaining air quality, review of land developments, and enforcement of burning regulations. The District serves to assure local compliance with Federal, State, and local regulations for air quality. The District responds to the demands regarding Naturally Occurring Asbestos (NOA) activities which include identifying the potential for asbestos exposure and developing stringent procedures to minimize public impact. Another component of the District includes soliciting and carrying out Clean Air projects funded by DMV motor vehicle registration fees designed to reduce air pollution caused by motor vehicles. Revenue generated for the District is a combination of stationary source permits, motor vehicle license fees, state subvention funding, and construction dust plans. Revenue is ongoing for the District.

# ENVIRONMENTAL MANAGEMENT

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## Financial Charts

### Source of Funds

**Taxes (\$318,496):** This is CSA #3 revenue derived through ad valorem taxes and from special tax assessments on improved property.

**License, Permits & Franchises (\$1,974,897):** Major sources of permit revenue include construction (\$157,605), underground storage tanks (\$110,957), food facility (\$371,658), and air emissions source permits (\$394,458). Also included in this category are garbage franchise fees (\$620,645).

**Fine, Forfeiture & Penalties (\$28,634):** Minor revenue through air quality penalties (\$15,884), and penalties for delinquent taxes primarily in CSA #10 (\$8500).

**Use of Money & Property (\$140,771):** Interest revenue in CSA #10 solid, liquid and household & hazardous waste, air quality operations AB 2766 & 923 DMV projects, CSA #3 vector/snow removal.

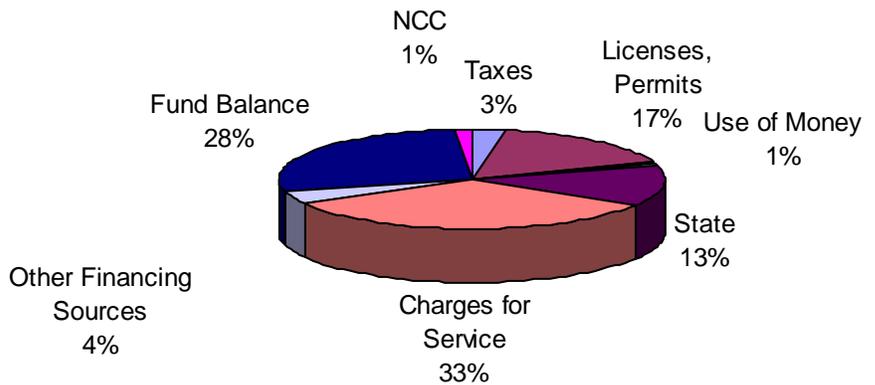
**State Intergovernmental (\$1,529,419):** Most of this revenue is realized in the Air Quality Management District through DMV registration fees (\$1,050,000) and a state subvention for air districts (\$382,417).

**Charge for Services (\$3,852,109):** Special assessments on parcels for CSA #10 solid waste (\$1,293,748), liquid waste (\$418,125), household & hazardous waste (\$222,005), AB 939 waste management plan (\$89,920), the gate fee surcharge paid by transfer station operators (\$200,000), DOT's contribution to the litter abatement program (\$100,000), cost recovery for non-general fund programs (\$533,595), business plan review (\$102,000),

**Miscellaneous (\$850):** Minor miscellaneous revenue.

**Other Financing Sources (\$516,439):** Major sources include operating transfers in from the river trust fund (\$236,708), state realignment revenue for Environmental Health (\$137,129), park operations (\$60,460).

**Fund Balance (3,268,790):** All use of fund balance is in non-general fund programs including AB 2766 DMV Projects (\$651,449), AB 923 DMV Projects (\$102,825), CSA #3 vector control (\$150,024), CSA #10 solid waste (\$1,545,021), liquid waste (\$476,085), and household & hazardous materials (\$191,705).

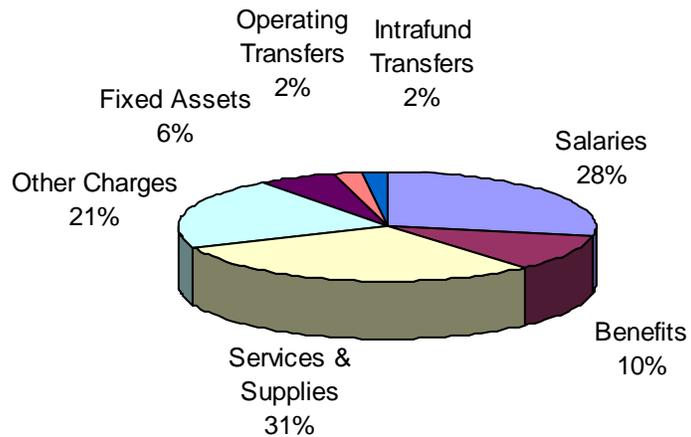


# ENVIRONMENTAL MANAGEMENT

Net County Cost (\$215,274): Environmental Management's only net count cost is due to the Park Operations function recently transferred from the former General Services Department. These revenues are collected in Department 15 – General Fund Other Operations.

## Use of Funds

**Salaries & Benefits (\$4,536,758):** Primarily comprised of salaries (\$3,017,179), retirement (\$578,691) health insurance (\$498,385) and temporary employees (221,399).



**Services & Supplies (\$3,579,895):** Major expenses in this category include professional & specialized services (\$1,518,083), payment to DOT for park grounds maintenance (\$592,470), other governmental agencies (\$331,730), special department expense (\$91,340), software licenses (\$41,810), general liability insurance (\$81,577), rental & leased vehicles (\$107,957), and equipment maintenance (\$81,022).

**Other Charges (\$2,471,525):** Interfund service between fund types (\$1,360,111), and non-general fund contributions to non-county governmental agencies (\$904,326).

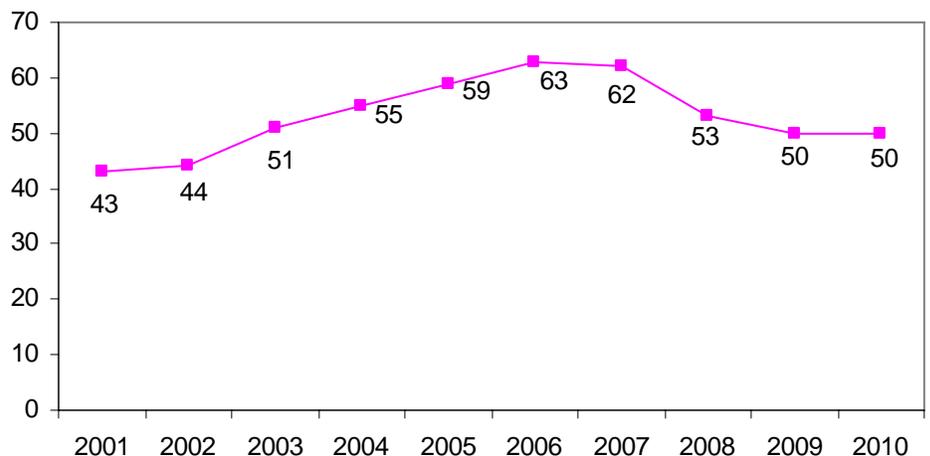
**Fixed Assets (\$699,240):** Significant equipment needs primarily associated with CSA #3 vector control, and the Union Mine landfill and wastewater treatment plant.

**Other Financing Uses (\$260,000):** Operating transfers from CSA #10.

**Intrafund Transfers (\$241,912):** The majority of intrafund transfers represent costs for general support and overhead as well as charges from other departments, and expenditure abatements in Fund 12 (non-general fund) programs.

## Staffing Trend

Staffing for the department has decreased over the past several years. The proposed staff allocation for FY 2009-10 is 49.5 FTE's, which is below their ten year FTE



## ENVIRONMENTAL MANAGEMENT

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average of 53. The department has 7 FTE's in its Tahoe operation.

### **Chief Administrative Office Comments**

The Environmental Management Department has a variety of programs in two different fund types: Fund 10 which is General Fund, and Fund 12 which is not part of the General Fund. For purposes of showing the department as a whole, the program summaries above combine programs into fiscal functional units. General Fund programs include: Administration, Environmental Health, Hazardous Materials—CUPA, River Management and Park Operations. Non-general fund programs include: South Lake Tahoe Vector Control/Snow Removal (CSA #3), Household Hazardous Waste/Incident Response (CSA #10), Solid Waste, Liquid Waste and the Air Quality Management District.

Traditionally the Environmental Management Department has been a no net county cost department meaning that revenue the department collects remains in the department and no additional General Fund support is required. When staff or program reductions occur in Environmental Management, the department remits a portion of their revenue back to the General Fund. The Environmental Management Department has seen a significant staffing reduction especially when compared to their FY 2005-06 and 2006-07 levels.

New to the department for this fiscal year is the recent addition of River and Park Operations from the former General Services. Although the Park Operations program staff is supported by the General Fund, the department has absorbed all of the administrative and fiscal responsibilities during this transition time. It may be necessary to add additional administrative staff to assist with this function. The addition of Park Operations is the only reason Environmental Management shows a net county cost.

The total 10-day furlough value across the department is \$115,600. The furlough value of General Fund programs is significantly less at \$56,353. Total extra help costs for the entire department is \$197,521. However, only \$94,023 of this amount is in General Fund programs (River Management & Park Operations), and the majority of these costs are revenue offset.

The most significant issue confronting the Environmental Management Department at this time is the upcoming expiration of the county's solid waste franchise agreements. The expiration of these agreements represents a major decision point for El Dorado County in terms of future solid waste management. The tools needed for this decision include an updated solid waste management plan and the development of a rate methodology which will bring a much needed consistency to all new franchise agreements. Anticipating the need to develop these tools, the department has worked with other county staff, interested community groups, current franchisees and other public agencies. However, as currently staffed and funded, the Environmental Management does not have the resources to deliver these tools. The Board of Supervisors will be holding a hearing on June 2<sup>nd</sup> regarding the potential increase in franchise fees. If this plan is approved, the increased fees will fund the aforementioned tools.

# ENVIRONMENTAL MANAGEMENT

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 42 ENVIRONMENTAL MANAGEMENT

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	
					DIFFERENCE	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0220	PERMIT: CONSTRUCTION	220,338	260,338	135,066	135,066	-125,272
0251	FRANCHISE: GARBAGE	559,944	657,995	400,645	401,188	-256,807
0260	OTHER LICENSE & PERMITS	5,676	5,165	5,869	5,869	704
0263	PERMIT: UNDERGROUND STORAGE TANK	114,337	114,337	110,957	110,957	-3,380
0265	PERMIT: HEALTH	5,437	5,437	5,616	5,616	179
0267	PERMIT: FOOD FACILITY	341,996	362,109	371,658	371,658	9,549
0268	PERMIT: POOL & SPA	92,684	92,684	95,732	95,732	3,048
0269	PERMIT: WATER SYSTEM	62,148	62,148	64,694	64,694	2,546
0270	PERMIT: WELL	61,932	61,932	62,850	62,850	918
0272	PERMIT: INFECTIOUS WASTE	750	750	801	801	51
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	1,465,242	1,622,895	1,253,888	1,254,431	-368,464
0880	ST: OTHER	92,131	106,000	93,202	93,202	-12,798
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	92,131	106,000	93,202	93,202	-12,798
1310	SPECIAL ASSESSMENTS	81,892	81,892	82,295	82,295	403
1401	PLAN & ENG: FEES	49,981	49,981	51,605	51,605	1,624
1661	SANITATION: WATER SAMPLING	36	486	36	36	-450
1662	SANITATION: LOAN CERTIFICATION	1,421	564	1,605	1,605	1,041
1663	SANITATION: BUSINESS PLANS	136,213	136,213	132,400	132,400	-3,813
1740	CHARGES FOR SERVICES	14,288	25,535	16,697	16,697	-8,838
1753	ERR - EMERGENCY RESPONSE RECOVERY	300	300	300	300	0
1800	INTERFND REV: SERVICE BETWEEN FUND	596,482	614,919	567,745	567,745	-47,174
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	880,613	909,890	852,683	852,683	-57,207
1940	MISC: REVENUE	2,200	650	600	600	-50
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	2,200	650	600	600	-50
2020	OPERATING TRANSFERS IN	7,270	7,573	298,893	298,349	290,776
2027	OPERATING TRSNF IN: SALES TAX	204,083	212,586	178,090	178,090	-34,496
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	211,353	220,159	476,983	476,439	256,280
<b>TYPE: R SUBTOTAL</b>		2,651,539	2,859,594	2,677,356	2,677,355	-182,239

# ENVIRONMENTAL MANAGEMENT

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 42 ENVIRONMENTAL MANAGEMENT

		CURRENT YR	CAO			
		MID-YEAR	DEPARTMENT	RECOMMENDED	DIFFERENCE	
		PROJECTION	REQUEST	BUDGET		
		APPROVED				
		BUDGET				
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	1,537,868	1,671,800	1,470,813	1,414,460	-257,340
3001	TEMPORARY EMPLOYEES	8,000	18,157	117,902	117,902	99,745
3002	OVERTIME	7,836	7,736	7,736	7,736	0
3003	STANDBY PAY	2,242	2,150	2,150	2,150	0
3004	OTHER COMPENSATION	13,814	13,616	13,616	13,616	0
3005	TAHOE DIFFERENTIAL	8,083	8,160	7,320	7,320	-840
3006	BILINGUAL PAY	416	416	0	0	-416
3020	RETIREMENT EMPLOYER SHARE	288,111	320,009	282,777	282,777	-37,232
3022	MEDI CARE EMPLOYER SHARE	20,192	23,131	22,396	22,396	-735
3040	HEALTH INSURANCE EMPLOYER SHARE	231,429	272,537	216,455	216,455	-56,082
3041	UNEMPLOYMENT INSURANCE EMPLOYER	12,456	12,428	12,843	12,843	415
3042	LONG TERM DISABILITY EMPLOYER SHARE	5,940	5,965	5,424	5,424	-541
3043	DEFERRED COMPENSATION EMPLOYER	6,512	6,512	9,352	9,352	2,840
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	74,970	73,470	20,416	20,416	-53,054
3060	WORKERS' COMPENSATION EMPLOYER	18,493	18,119	17,953	17,953	-166
3080	FLEXIBLE BENEFITS	24,900	24,900	27,600	27,600	2,700
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>2,261,262</b>	<b>2,479,106</b>	<b>2,234,754</b>	<b>2,178,401</b>	<b>-300,705</b>
4000	AGRICULTURE	1,650	1,650	1,650	1,650	0
4020	CLOTHING & PERSONAL SUPPLIES	0	0	1,200	1,200	1,200
4022	UNIFORMS	0	0	2,500	2,500	2,500
4040	TELEPHONE COMPANY VENDOR PAYMENTS	4,920	5,120	7,250	7,250	2,130
4041	COUNTY PASS THRU TELEPHONE CHARGES	2,011	2,431	1,624	1,624	-807
4080	HOUSEHOLD EXPENSE	433	0	1,000	1,000	1,000
4081	PAPER GOODS	1,128	1,500	1,500	1,500	0
4082	HOUSEHOLD EXP: OTHER	19	0	0	0	0
4085	REFUSE DISPOSAL	0	0	200	200	200
4100	INSURANCE: PREMIUM	21,705	21,705	54,535	54,535	32,830
4101	INSURANCE: ADDITIONAL LIABILITY	0	0	150	150	150
4140	MAINT: EQUIPMENT	375	500	900	900	400
4141	MAINT: OFFICE EQUIPMENT	500	500	750	750	250
4144	MAINT: COMPUTER	250	250	250	250	0
4160	VEH MAINT: SERVICE CONTRACT	60	0	1,850	1,850	1,850
4161	VEH MAINT: PARTS DIRECT CHARGE	0	0	350	350	350
4162	VEH MAINT: SUPPLIES	300	350	350	350	0
4163	VEH MAINT: INVENTORY	0	0	100	100	100
4164	VEH MAINT: TIRE & TUBES	0	0	500	500	500
4165	VEH MAINT: OIL & GREASE	0	0	350	350	350
4180	MAINT: BUILDING & IMPROVEMENTS	355	400	1,900	1,900	1,500
4197	MAINTENANCE BUILDING: SUPPLIES	0	0	250	250	250
4200	MEDICAL, DENTAL & LABORATORY SUPPLIES	475	725	625	625	-100
4220	MEMBERSHIPS	1,932	1,879	2,279	2,279	400

# ENVIRONMENTAL MANAGEMENT

## Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 42 ENVIRONMENTAL MANAGEMENT

		CURRENT YR		CAO		
		MID-YEAR PROJECTION	APPROVED BUDGET	DEPARTMENT REQUEST	RECOMMENDED BUDGET	DIFFERENCE
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	2,480	2,480	1,965	1,965	-515
4241	MISC: CASH SHORTAGE	0	0	200	200	200
4260	OFFICE EXPENSE	16,137	17,175	15,525	15,525	-1,650
4261	POSTAGE	4,728	5,178	9,328	9,328	4,150
4262	SOFTWARE	7,080	7,080	2,350	2,350	-4,730
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	648	648	703	703	55
4264	BOOKS / MANUALS	708	650	550	550	-100
4266	PRINTING / DUPLICATING SERVICES	617	775	5,175	5,175	4,400
4300	PROFESSIONAL & SPECIALIZED SERVICES	4,500	4,500	15,050	15,050	10,550
4324	MEDICAL, DENTAL, LAB & AMBULANCE SRV	2,000	1,045	5,184	5,184	4,139
4337	OTHER GOVERNMENTAL AGENCIES	0	0	400	400	400
4400	PUBLICATION & LEGAL NOTICES	300	150	450	450	300
4420	RENT & LEASE: EQUIPMENT	24,497	24,497	25,444	25,444	947
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	1,018	950	2,550	2,550	1,600
4461	EQUIP: MINOR	2,466	3,100	3,000	3,000	-100
4462	EQUIP: COMPUTER	1,100	1,100	1,200	1,200	100
4463	EQUIP: TELEPHONE & RADIO	264	250	675	675	425
4465	EQUIP: VEHICLE	0	0	800	800	800
4500	SPECIAL DEPT EXPENSE	9,647	9,797	12,876	12,876	3,079
4501	SPECIAL PROJECTS	0	0	22,000	22,000	22,000
4502	EDUCATIONAL MATERIALS	9,027	9,350	7,250	7,250	-2,100
4503	STAFF DEVELOPMENT	3,180	5,125	6,925	6,925	1,800
4506	FILM DEVELOPMENT & PHOTOGRAPHY	0	0	1,000	1,000	1,000
4507	FIRE & SAFETY SUPPLIES	0	0	250	250	250
4529	SOFTWARE LICENSE	46,021	46,021	41,810	41,810	-4,211
4537	ENFORCEMENT: RIVER MANAGEMENT PLAN	0	0	200	200	200
4571	ROAD: SIGNS	0	0	2,500	2,500	2,500
4600	TRANSPORTATION & TRAVEL	8,976	11,750	8,925	8,925	-2,825
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	1,433	2,163	500	500	-1,663
4605	RENT & LEASE: VEHICLE	53,269	53,269	67,132	67,132	13,863
4606	FUEL PURCHASES	30,019	24,979	33,750	33,750	8,771
4620	UTILITIES	0	0	20,000	20,000	20,000
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>266,228</b>	<b>269,042</b>	<b>397,730</b>	<b>397,730</b>	<b>128,688</b>
5300	INTERFND: SERVICE BETWEEN FUND TYPES	394	394	6,207	6,207	5,813
5306	INTERFND: CENTRAL DUPLICATING	0	0	150	150	150
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>394</b>	<b>394</b>	<b>6,357</b>	<b>6,357</b>	<b>5,963</b>
6042	FIXED ASSET: COMPUTER SYSTEM EQUIP	0	0	2,500	2,500	2,500
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	<b>0</b>	<b>0</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
7200	INTRAFUND TRANSFERS: ONLY GENERAL	480,944	495,186	520,588	520,588	25,402
7220	INTRAFND: TELEPHONE EQUIPMENT &	14,224	14,224	16,477	16,477	2,253
7221	INTRAFND: RADIO EQUIPMENT & SUPPORT	732	732	850	850	118
7222	INTRAFND: PURCHASE & COURIER SERVICE	0	0	732	732	732
7223	INTRAFND: MAIL SERVICE	1,963	1,963	3,251	3,251	1,288

# ENVIRONMENTAL MANAGEMENT

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## Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 42 ENVIRONMENTAL MANAGEMENT

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
7224	INTRAFND: STORES SUPPORT	1,378	1,378	1,378	1,378	0
7225	INTRAFND: CENTRAL DUPLICATING	2,843	2,843	3,120	3,120	277
7227	INTRAFND: MAINFRAME SUPPORT	24,165	24,165	24,165	24,165	0
7229	INTRAFND: PC SUPPORT	1,000	1,000	1,000	1,000	0
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	1,350	1,350	1,350	1,350	0
7234	INTRAFND: NETWORK SUPPORT	37,517	37,517	37,517	37,517	0
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	566,116	580,358	610,428	610,428	30,070
7350	INTRFND ABATEMENTS: GF ONLY	-442,462	-469,306	-359,139	-359,139	110,167
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-442,462	-469,306	-359,139	-359,139	110,167
<b>TYPE: E SUBTOTAL</b>		2,651,538	2,859,594	2,892,630	2,836,277	-23,317
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	-1	0	215,274	158,922	158,922

# ENVIRONMENTAL MANAGEMENT

## Financial Information by Fund Type

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 42 ENVIRONMENTAL MANAGEMENT

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>					
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>				
0100	284,213	284,213	298,392	298,392	14,179
0110	6,680	6,680	7,368	7,368	688
0120	1	0	0	0	0
0130	-7	0	0	0	0
0140	10,287	10,287	8,090	8,090	-2,197
0150	10,025	10,025	3,216	3,216	-6,809
0174	1,865	1,865	1,430	1,430	-435
<b>CLASS: 01</b>	<b>REV: TAXES</b>	313,064	313,070	318,496	5,426
0220	PERMIT: CONSTRUCTION	16,076	25,771	22,529	-3,242
0251	FRANCHISE: GARBAGE	0	0	220,000	220,000
0260	OTHER LICENSE & PERMITS	406,288	406,288	394,458	-11,830
0271	PERMIT: HOT SPOTS	6,600	6,600	6,600	0
0272	PERMIT: INFECTIOUS WASTE	4,774	3,500	4,000	500
0276	PERMIT: FUGITIVE DUST	70,364	70,364	72,880	2,516
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	504,102	512,523	720,467	207,944
0340	PENALTY: AIR QUALITY	17,000	17,000	15,884	-1,116
0360	PENALTY & COST DELINQUENT TAXES	16,276	10,600	12,750	2,150
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp; PENALTIES</b>	33,276	27,600	28,634	1,034
0400	REV: INTEREST	142,747	284,998	140,771	-144,227
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	142,747	284,998	140,771	-144,227
0541	ST: AIR QUALITY SURCHARGE	1,050,000	1,050,000	1,050,000	0
0820	ST: HOMEOWNER PROP TAX RELIEF	3,800	3,800	3,800	0
0880	ST: OTHER	398,811	423,811	382,417	-41,394
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	1,452,611	1,477,611	1,436,217	-41,394
1200	REV: OTHER GOVERNMENTAL AGENCIES	2,062	0	0	0
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	2,062	0	0	0
1310	SPECIAL ASSESSMENTS	2,360,261	2,360,261	2,388,785	28,524
1401	PLAN & ENG: FEES	147,568	295,000	140,000	-155,000
1660	SANITATION: GARBAGE BILLING SURCHARGE	200,000	200,000	200,000	0
1740	CHARGES FOR SERVICES	18,406	18,390	18,998	608
1753	ERR - EMERGENCY RESPONSE RECOVERY	10,000	10,000	5,000	-5,000
1800	INTERFND REV: SERVICE BETWEEN FUND	206,367	235,742	246,644	10,902
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	2,942,602	3,119,393	2,999,427	-119,967
1940	MISC: REVENUE	8,419	250	250	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	8,419	250	250	0
2020	OPERATING TRANSFERS IN	86,473	160,000	40,000	-120,000
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	86,473	160,000	40,000	-120,000
0001	FUND BALANCE	2,739,554	2,817,991	3,268,791	450,800
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	2,739,554	2,817,991	3,268,791	450,800
<b>TYPE: R SUBTOTAL</b>	8,224,910	8,713,436	8,953,052	8,953,052	239,617

# ENVIRONMENTAL MANAGEMENT

## Financial Information by Fund Type

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 42 ENVIRONMENTAL MANAGEMENT

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	1,445,145	1,591,298	1,546,341	1,546,341	-44,957
3001	TEMPORARY EMPLOYEES	94,032	112,848	103,498	103,498	-9,350
3002	OVERTIME	28,143	62,497	33,890	33,890	-28,607
3003	STANDBY PAY	5,920	6,240	5,950	5,950	-290
3004	OTHER COMPENSATION	9,399	3,637	4,974	4,974	1,337
3005	TAHOE DIFFERENTIAL	6,372	8,890	7,330	7,330	-1,560
3006	BILINGUAL PAY	1,051	1,664	-1,664	-1,664	-3,328
3020	RETIREMENT EMPLOYER SHARE	267,480	304,293	295,914	295,914	-8,379
3022	MEDI CARE EMPLOYER SHARE	19,046	20,989	21,449	21,449	460
3040	HEALTH INSURANCE EMPLOYER SHARE	234,231	293,019	281,932	281,932	-11,087
3041	UNEMPLOYMENT INSURANCE EMPLOYER	8,449	11,575	12,056	12,056	481
3042	LONG TERM DISABILITY EMPLOYER SHARE	3,786	5,555	5,432	5,432	-123
3043	DEFERRED COMPENSATION EMPLOYER	1,497	1,321	1,615	1,615	294
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	71,653	75,871	18,227	18,227	-57,644
3060	WORKERS' COMPENSATION EMPLOYER	6,978	7,379	7,012	7,012	-367
3080	FLEXIBLE BENEFITS	13,500	14,100	14,400	14,400	300
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>2,216,681</b>	<b>2,521,176</b>	<b>2,358,357</b>	<b>2,358,357</b>	<b>-162,819</b>
4000	AGRICULTURE	5,038	5,200	5,200	5,200	0
4020	CLOTHING & PERSONAL SUPPLIES	7,899	8,327	7,627	7,627	-700
4040	TELEPHONE COMPANY VENDOR PAYMENTS	4,995	6,986	5,656	5,656	-1,330
4041	COUNTY PASS THRU TELEPHONE CHARGES	1,994	2,085	2,640	2,640	555
4080	HOUSEHOLD EXPENSE	5,500	5,500	5,500	5,500	0
4081	PAPER GOODS	132	100	100	100	0
4082	HOUSEHOLD EXP: OTHER	0	0	1,500	1,500	1,500
4083	LAUNDRY	6,908	7,300	5,517	5,517	-1,783
4085	REFUSE DISPOSAL	4,139	4,000	4,000	4,000	0
4100	INSURANCE: PREMIUM	12,958	15,585	27,042	27,042	11,457
4140	MAINT: EQUIPMENT	71,936	72,075	81,022	81,022	8,947
4141	MAINT: OFFICE EQUIPMENT	100	100	100	100	0
4145	MAINTENANCE: EQUIPMENT PARTS	1,945	3,500	3,500	3,500	0
4160	VEH MAINT: SERVICE CONTRACT	6,594	7,725	11,725	11,725	4,000
4161	VEH MAINT: PARTS DIRECT CHARGE	2,450	2,350	1,150	1,150	-1,200
4162	VEH MAINT: SUPPLIES	3,720	3,950	2,150	2,150	-1,800
4163	VEH MAINT: INVENTORY	1,050	1,050	850	850	-200
4164	VEH MAINT: TIRE & TUBES	1,700	1,950	4,900	4,900	2,950
4165	VEH MAINT: OIL & GREASE	250	450	350	350	-100
4180	MAINT: BUILDING & IMPROVEMENTS	34,435	34,435	39,000	39,000	4,565
4183	MAINT: GROUNDS	418,500	388,500	592,470	592,470	203,970
4195	MAINTENANCE: TREATMENT PLANT 1	20,000	20,000	25,000	25,000	5,000
4197	MAINTENANCE BUILDING: SUPPLIES	5,590	0	0	0	0
4200	MEDICAL, DENTAL & LABORATORY SUPPLIES	772	1,500	775	775	-725

# ENVIRONMENTAL MANAGEMENT

## Financial Information by Fund Type

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 42 ENVIRONMENTAL MANAGEMENT

		CURRENT YR		CAO		
		MID-YEAR PROJECTION	APPROVED BUDGET	DEPARTMENT REQUEST	RECOMMENDED BUDGET	DIFFERENCE
4220	MEMBERSHIPS	1,084	1,484	2,034	2,034	550
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	12,413	11,975	13,225	13,225	1,250
4260	OFFICE EXPENSE	7,182	3,850	3,300	3,300	-550
4261	POSTAGE	19,440	18,405	18,630	18,630	225
4262	SOFTWARE	7,224	8,385	3,240	3,240	-5,145
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	69	250	230	230	-20
4264	BOOKS / MANUALS	100	1,100	1,100	1,100	0
4266	PRINTING / DUPLICATING SERVICES	824	2,600	750	750	-1,850
4300	PROFESSIONAL & SPECIALIZED SERVICES	1,105,743	1,225,193	1,518,083	1,518,083	292,890
4324	MEDICAL, DENTAL, LAB & AMBULANCE SRV	10,326	10,145	8,243	8,243	-1,902
4337	OTHER GOVERNMENTAL AGENCIES	319,651	319,651	331,330	331,330	11,679
4400	PUBLICATION & LEGAL NOTICES	6,088	9,400	7,700	7,700	-1,700
4420	RENT & LEASE: EQUIPMENT	118	16,400	15,900	15,900	-500
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	1,354	0	0	0	0
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	23,365	23,200	22,950	22,950	-250
4461	EQUIP: MINOR	39,291	39,855	35,980	35,980	-3,875
4462	EQUIP: COMPUTER	6,000	7,000	1,000	1,000	-6,000
4463	EQUIP: TELEPHONE & RADIO	-9	0	50	50	50
4465	EQUIP: VEHICLE	583	500	0	0	-500
4500	SPECIAL DEPT EXPENSE	97,413	97,150	91,340	91,340	-5,810
4502	EDUCATIONAL MATERIALS	28,049	28,549	33,299	33,299	4,750
4503	STAFF DEVELOPMENT	4,000	9,000	3,650	3,650	-5,350
4507	FIRE & SAFETY SUPPLIES	1,000	1,000	2,200	2,200	1,200
4529	SOFTWARE LICENSE	2,400	2,400	0	0	-2,400
4530	WATER TREATMENT CHEMICALS	15,778	20,000	17,000	17,000	-3,000
4540	STAFF DEVELOPMENT (NOT 1099)	277	0	0	0	0
4571	ROAD: SIGNS	750	1,100	850	850	-250
4600	TRANSPORTATION & TRAVEL	6,714	3,300	1,000	1,000	-2,300
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	900	1,100	0	0	-1,100
4605	RENT & LEASE: VEHICLE	26,245	28,740	40,825	40,825	12,085
4606	FUEL PURCHASES	44,416	45,726	40,983	40,983	-4,743
4620	UTILITIES	137,010	133,500	139,500	139,500	6,000
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>2,544,403</b>	<b>2,663,626</b>	<b>3,182,166</b>	<b>3,182,166</b>	<b>518,540</b>
5180	TAX & ASSESSMENTS	2,374	1,500	1,500	1,500	0
5240	CONTRIB: NON-CNTY GOVERNMENTAL	1,079,882	1,098,637	904,326	904,326	-194,311
5300	INTERFND: SERVICE BETWEEN FUND TYPES	1,580,473	1,612,384	1,353,904	1,353,904	-258,480
5301	INTERFND: TELEPHONE EQUIPMENT &	10,145	11,297	11,297	11,297	0
5302	INTERFND: RADIO EQUIPMENT & SUPPORT	1,435	1,435	1,484	1,484	49
5304	INTERFND: MAIL SERVICE	2,140	1,540	1,566	1,566	26
5305	INTERFND: STORES SUPPORT	1,080	1,080	1,096	1,096	16
5306	INTERFND: CENTRAL DUPLICATING	2,316	1,700	1,703	1,703	3
5308	INTERFND: MAINFRAME SUPPORT	16,143	17,377	17,394	17,394	17
5310	INTERFND: COUNTY COUNSEL	55,464	68,600	108,603	108,603	40,003
5318	INTERFND: MAINTENANCE BLDG & IMPRV	31,799	32,160	32,371	32,371	211

# ENVIRONMENTAL MANAGEMENT

## Financial Information by Fund Type

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 42 ENVIRONMENTAL MANAGEMENT

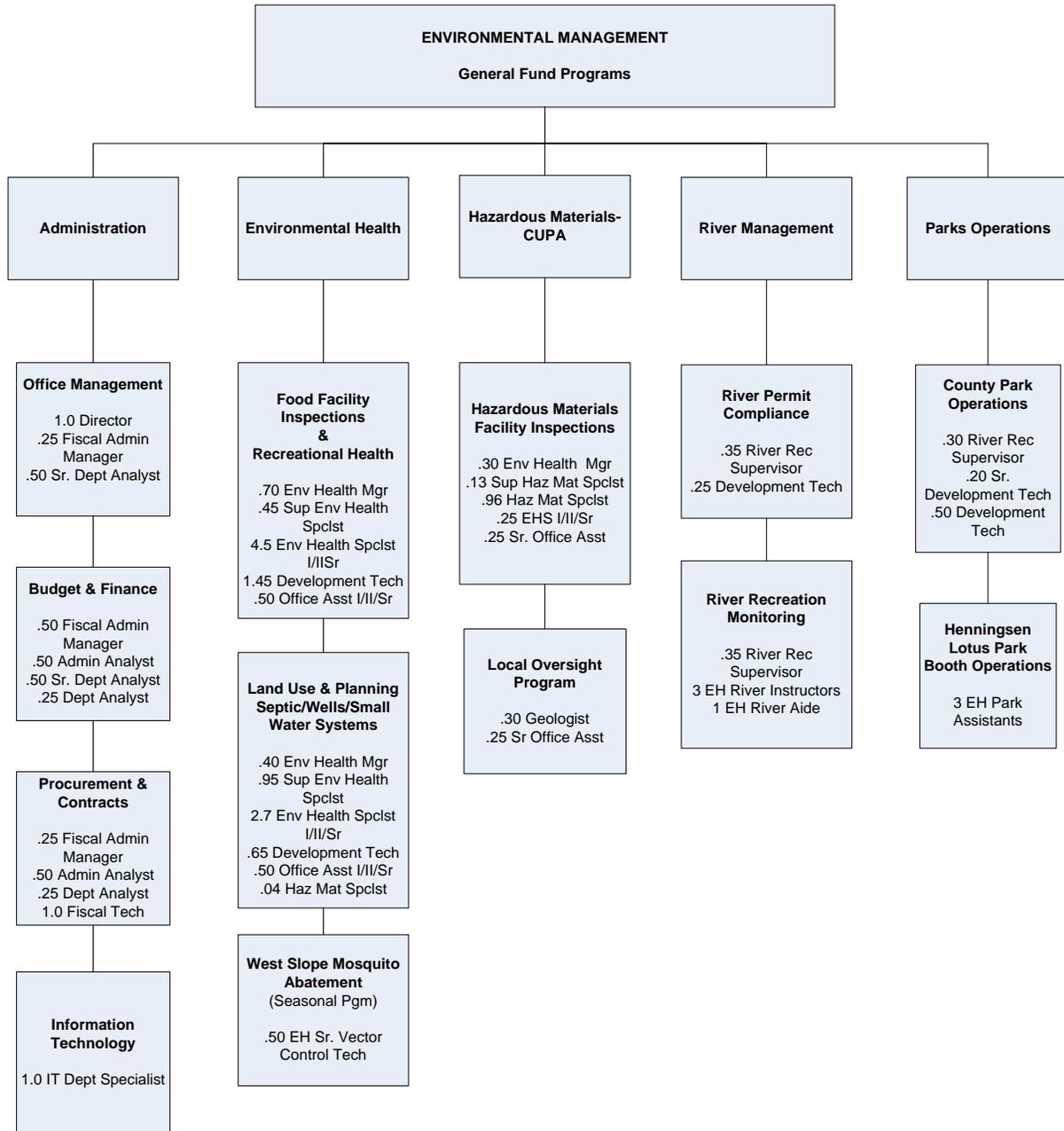
		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
5320	INTERFND: NETWORK SUPPORT	29,001	28,999	29,639	29,639	640
5322	INTERFND: PRIVACY/COMPLIANCE	0	0	285	285	285
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	2,812,252	2,876,709	2,465,168	2,465,168	-411,541
6020	FIXED ASSET: BUILDING & IMPROVEMENTS	159,985	159,985	108,500	108,500	-51,485
6040	FIXED ASSET: EQUIPMENT	366,812	491,940	583,240	583,240	91,300
6042	FIXED ASSET: COMPUTER SYSTEM EQUIP	0	0	5,000	5,000	5,000
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	526,797	651,925	696,740	696,740	44,815
7000	OPERATING TRANSFERS OUT	73,527	0	260,000	260,000	260,000
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	73,527	0	260,000	260,000	260,000
7250	INTRAFND: NOT GEN FUND / SAME FUND	666,721	717,889	313,001	313,001	-404,888
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	666,721	717,889	313,001	313,001	-404,888
7380	INTRFND ABATEMENTS: NOT GENERAL	-615,472	-717,889	-322,379	-322,379	395,510
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-615,472	-717,889	-322,379	-322,379	395,510
<b>TYPE: E SUBTOTAL</b>		8,224,910	8,713,436	8,953,052	8,953,052	239,617
<b>FUND TYPE: 12</b>	<b>SUBTOTAL</b>	-1	0	0	0	0
<b>DEPARTMENT: 42</b>	<b>SUBTOTAL</b>	-2	0	215,274	158,922	158,922

## ENVIRONMENTAL MANAGEMENT

### Personnel Allocations

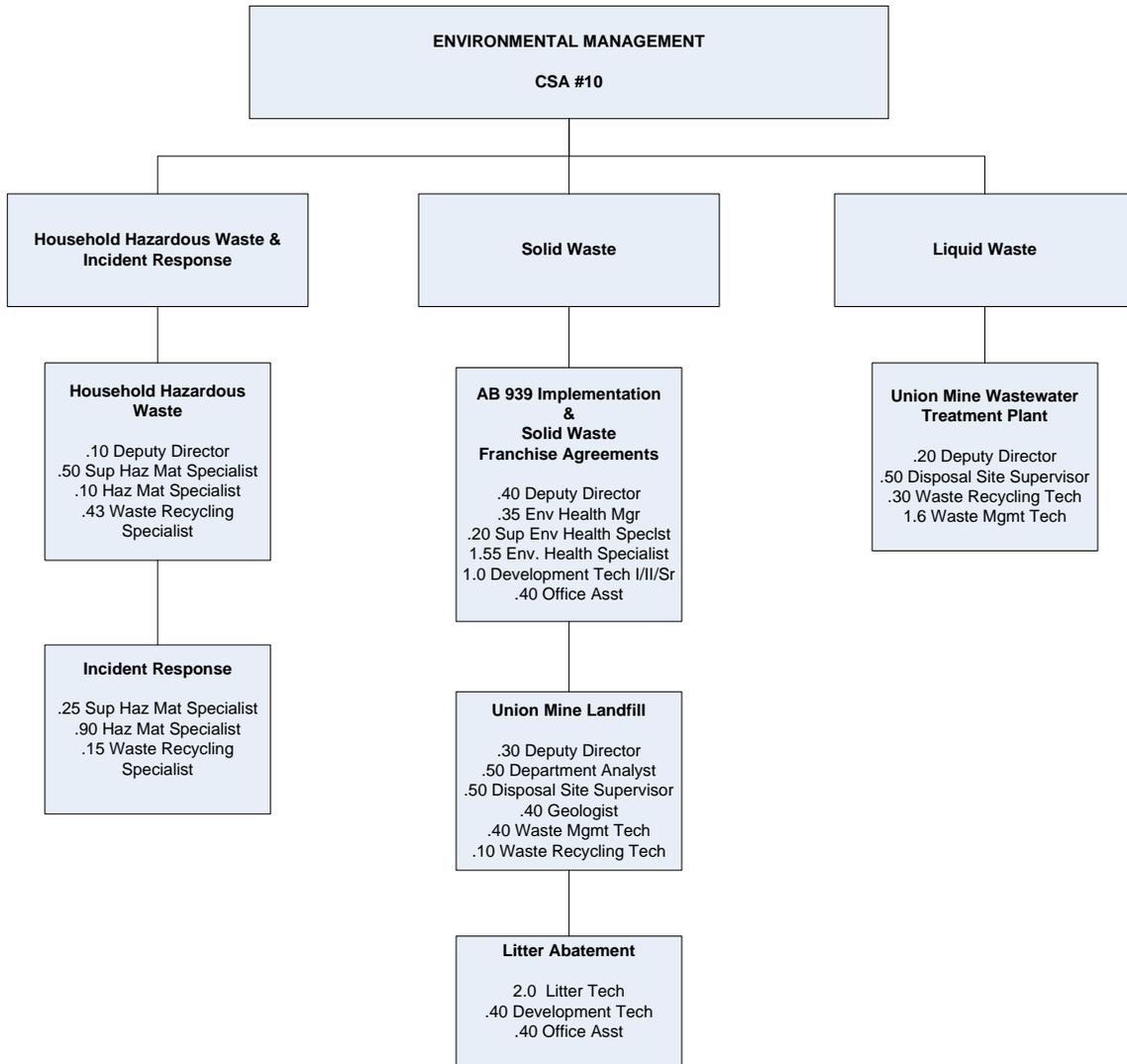
Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Director of Environmental Management	1.00	1.00	1.00	0.00
Administrative Services Officer	1.00	1.00	1.00	0.00
Air Pollution Control Officer	1.00	1.00	1.00	0.00
Air Quality Engineer	1.00	1.00	1.00	0.00
Air Quality Specialist I/II	2.00	2.00	2.00	0.00
Department Analyst I/II	2.00	2.00	2.00	0.00
Deputy Director of Environmental Management	1.00	1.00	1.00	0.00
Development Technician I/II	3.50	3.50	3.50	0.00
Disposal Site Supervisor	1.00	1.00	1.00	0.00
Environmental Branch Manager	1.00	1.00	1.00	0.00
Environmental Health Manager	1.00	1.00	1.00	0.00
Environmental Health Specialist I/II/Sr.	10.00	10.00	10.00	0.00
Fiscal Administrative Manager	1.00	1.00	1.00	0.00
Fiscal Technician	1.00	1.00	1.00	0.00
Geologist	1.00	1.00	1.00	0.00
Hazardous Materials Specialist/Recycling Coord.	1.00	1.00	1.00	0.00
Information Technology Department Specialist	1.00	1.00	1.00	0.00
Office Assistant I/II	2.00	2.00	2.00	0.00
River Recreation Supervisor	1.00	1.00	1.00	0.00
Solid Waste Technician	2.00	2.00	2.00	0.00
Sr. Air Quality Specialist	1.00	1.00	1.00	0.00
Sr. Development Technician	2.00	2.00	2.00	0.00
Sr. Office Assistant	1.00	1.00	1.00	0.00
Sr. Vector Control Technician	1.00	1.00	1.00	0.00
Supervising Environmental Health Specialist	2.00	2.00	2.00	0.00
Supervising Hazardous Materials Specialist	1.00	1.00	1.00	0.00
Vector Control Technician I/II	3.00	3.00	3.00	0.00
Waste Management Technician I/II/III	2.00	2.00	2.00	0.00
Waste/Recycling Technician	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>49.50</b>	<b>49.50</b>	<b>49.50</b>	<b>0.00</b>

# ENVIRONMENTAL MANAGEMENT



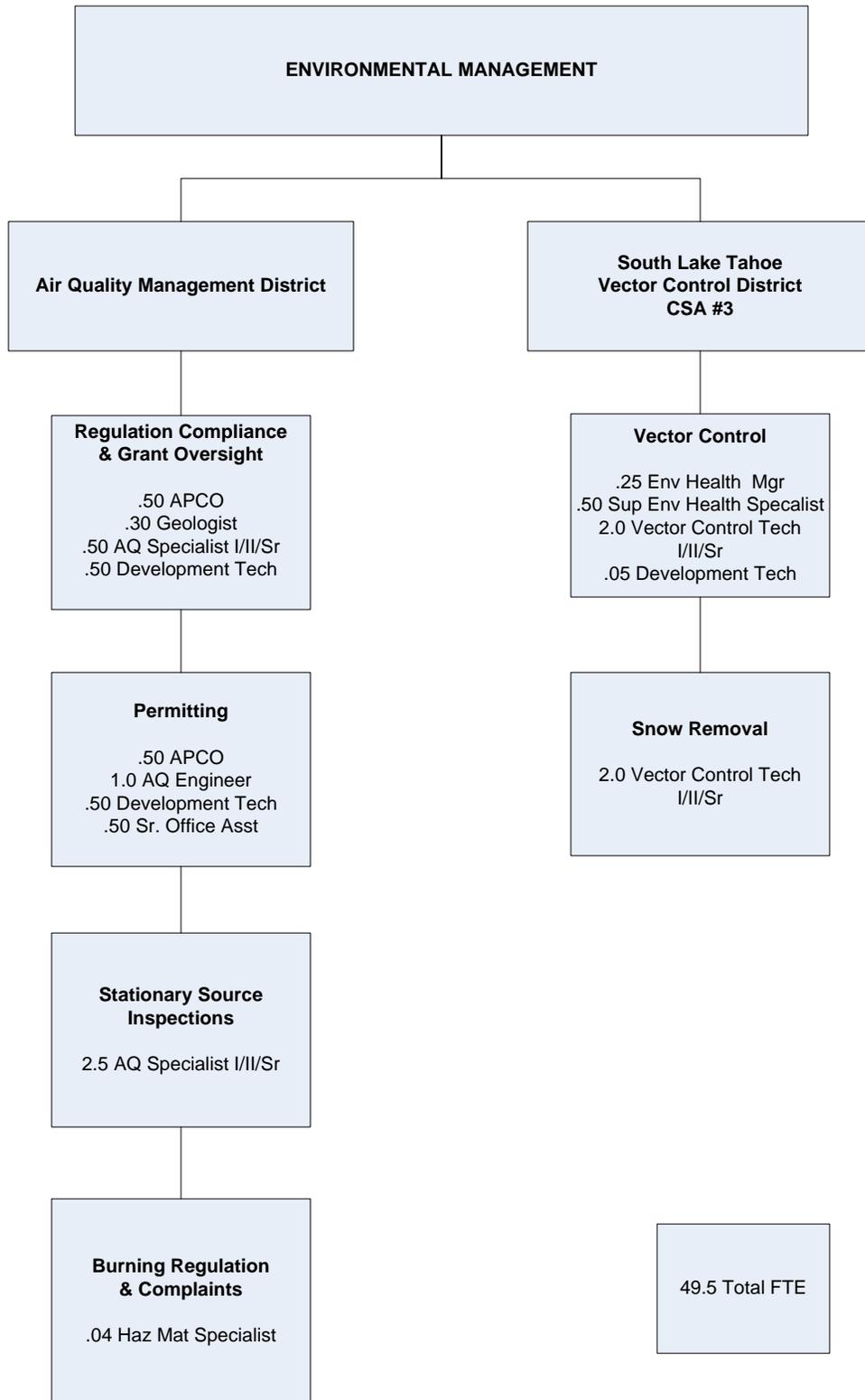
# ENVIRONMENTAL MANAGEMENT

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# ENVIRONMENTAL MANAGEMENT

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## ENVIRONMENTAL MANAGEMENT

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## ENVIRONMENTAL MANAGEMENT

### Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	1,812,117	2,004,388	2,278,110	2,366,686	2,449,463
Benefits	401,316	468,064	569,236	860,159	1,040,050
Services & Supplies	1,546,741	1,794,734	1,444,757	1,861,982	1,843,648
Other Charges	505,741	443,272	705,160	1,144,557	1,262,402
Fixed Assets	604,244	114,004	156,113	216,276	651,472
Operating Transfers	-	64,796	59,337	-	58,533
Intrafund Transfers	83,143	98,773	130,985	110,558	100,815
<b>Total Appropriations</b>	<b>4,953,302</b>	<b>4,988,031</b>	<b>5,343,698</b>	<b>6,560,218</b>	<b>7,406,383</b>
Taxes	180,687	199,313	212,336	230,532	227,208
Licenses, Permits	1,053,451	1,417,403	1,421,650	1,691,203	1,662,541
Fines, Forfeitures	22,603	41,989	58,355	78,924	46,081
Use of Money	335,968	329,745	156,843	178,477	252,688
State	1,284,616	1,460,647	1,212,854	1,349,299	1,117,925
Federal	7,985	32,408	21,439	-	7,333
Other Governmental	4,395	3,857	6,445	2,496	3,431
Charges for Service	2,749,669	2,959,131	3,126,308	3,720,922	3,849,915
Misc.	57,897	5,849	6,398	2,818	1,699
Other Financing Sources	-	-	-	-	279,590
Use of Fund Balance	-	-	-	-	-
<b>Total Revenue</b>	<b>5,697,271</b>	<b>6,450,342</b>	<b>6,222,628</b>	<b>7,254,671</b>	<b>7,448,411</b>
<b>NCC</b>	<b>69,435</b>	<b>85,550</b>	<b>123,019</b>	<b>-</b>	<b>84,484</b>
<b>FTE's</b>	<b>43</b>	<b>44</b>	<b>51</b>	<b>55</b>	<b>59</b>
<b>Fund Balance</b>					
Air Quality	625,474	1,334,811	1,356,426	1,607,596	1,651,308
CSA #3 (Vector & Snow)	268,803	295,425	323,239	311,357	415,228
CSA #10	5,143,549	6,879,670	7,697,964	7,900,286	7,460,363

## ENVIRONMENTAL MANAGEMENT

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	2,958,916	3,016,257	3,212,191	3,385,633	3,306,870
Benefits	1,306,134	1,301,026	1,346,970	1,510,303	1,229,887
Services & Supplies	2,060,116	1,821,943	1,649,639	2,873,646	3,579,895
Other Charges	1,552,354	2,159,256	2,167,089	2,877,103	2,471,525
Fixed Assets	1,729,925	137,684	2,042,707	649,925	699,240
Operating Transfers	-	141,129	1,760,849	-	260,000
Intrafund Transfers	95,022	94,675	97,900	111,052	241,912
<b>Total Appropriations</b>	<b>9,702,467</b>	<b>8,671,970</b>	<b>12,277,345</b>	<b>11,407,662</b>	<b>11,789,329</b>
Taxes	266,233	312,927	318,594	313,070	318,496
Licenses, Permits	2,133,188	2,477,333	2,421,966	2,055,418	1,974,897
Fines, Forfeitures	30,399	204,562	30,525	27,600	28,634
Use of Money	465,979	572,750	433,426	284,998	140,771
State	1,220,121	1,534,464	1,475,270	1,583,611	1,529,419
Federal	29,665	-	-	-	-
Other Governmental	3,650	3,414	4,036	-	-
Charges for Service	3,935,834	3,734,506	4,028,298	4,029,283	3,852,109
Misc.	279,080	24,580	24,206	900	850
Other Financing Sources	360,665	541,930	2,178,982	294,791	516,439
Use of Fund Balance	-	-	-	2,817,991	3,268,790
<b>Total Revenue</b>	<b>8,724,814</b>	<b>9,406,466</b>	<b>10,915,303</b>	<b>11,407,662</b>	<b>8,361,615</b>
<b>NCC</b>	<b>139,137</b>	<b>174,353</b>	<b>1,761</b>	<b>-</b>	<b>158,922</b>
<b>FTE's</b>	<b>63</b>	<b>62</b>	<b>53</b>	<b>50</b>	<b>50</b>
<b>Fund Balance</b>					
Air Quality	1,907,784	1,717,468	1,724,928	248,242	245,198
CSA #3 (Vector & Snow)	429,811	477,325	453,888	315,677	284,490
CSA #10	6,632,969	9,365,972	8,247,145	3,250,592	668,469

## ENVIRONMENTAL MANAGEMENT

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10 Year Variance		
	\$ Change	% Change
Salaries	1,494,753	82%
Benefits	828,571	206%
Services & Supplies	2,033,154	131%
Other Charges	1,965,784	389%
Fixed Assets	94,996	16%
Operating Transfers	260,000	N/A
Intrafund Transfers	158,769	191%
<b>Total Appropriations</b>	<b>6,836,027</b>	<b>138%</b>
Taxes	137,809	76%
Licenses, Permits	921,446	87%
Fines, Forfeitures	6,031	27%
Use of Money	(195,197)	-58%
State	244,803	19%
Federal	(7,985)	-100%
Other Governmental	(4,395)	-100%
Charges for Service	1,102,440	40%
Misc.	(57,047)	-99%
Other Financing Sources	516,439	N/A
Use of Fund Balance	3,268,790	N/A
<b>Total Revenue</b>	<b>2,664,344</b>	<b>47%</b>
<b>NCC</b>	<b>89,487</b>	<b>129%</b>
<b>FTE's</b>	<b>7</b>	<b>16%</b>

### Notes

FY 2009-10 Includes parks operations and river management previously in General Services. Net County Cost is for the park operations programs. 1 FTE added for river management in FY 2008-09.

# UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION

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## Mission

The El Dorado County Office of the University of California Cooperative Extension is committed to providing quality information and a variety of educational programs in the areas of agriculture, natural resources, horticulture, home economics, and youth development. These programs are based on local issues and are directed toward improving social, economic and environmental quality for all residents of El Dorado County.

## Program Summaries

### Operational Support

**Positions: 0.34 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$29,976**

**Total Revenues: \$20**

**Net County Cost: \$29,956**

**Furlough Value: \$562**

The UC Cooperative Extension Program provides Cooperative Extension advisor and program representative services through an agreement between the County of El Dorado, University of California, and US Department of Agriculture. The University provides applied research, information and education (in the areas of agriculture, natural resources, youth development, etc.) through 5 University professionals that are paid directly by the University and one shared position (50/50) in youth development. The University salary and support for these professionals totals over \$427,000 for the El Dorado County programs. Several grants for applied research and extension projects in FY 2008-09 amounted to over \$100,000, increasing the operational budget to support programs in youth development, agricultural production, agricultural pest management, oak woodland management, grazing land management, and noxious weed management.

Operational Support provides oversight, direction and support for the department and is responsible for administrative and business support functions including budgeting, accounting, payroll, personnel, purchasing and contract coordination, and support and clerical operations.

Revenue is on-going and obtained from charges to the public for making copies.

### Home Economics

**Positions: 0.34 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$46,007**

**Total Revenues: \$20**

**Net County Cost: \$45,987**

**Furlough Value: \$503**

The Home Economics program develops and implements educational programs that improve community health through nutritionally sound dietary habits. The major emphasis is on food safety and home preservation. This is achieved through educational programming focused on appropriate food handling, preservation and processing practices. The strategy used to achieve these goals is the development of volunteer Master Food Preservers (food educators). These are community volunteers who are trained by the University of California academics and return the knowledge to the community through numerous public classes, community demonstrations and assistance to local organizations. During FY 2008-09 Master Food Preserver volunteers contributed the equivalent of 1.9 FTEs in their community education efforts (a value of \$89,109).

Revenue is on-going and obtained from charges to the public for making copies.

## **UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION**

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### **4-H**

**Positions: 0.94 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$95,228**  
**Total Revenues: \$20**  
**Net County Cost: \$95,208**  
**Furlough Value: \$1,330**

The 4-H Youth Development program is a safe place where diverse youth are seen and heard as decision-makers in El Dorado County. The program geared for youth ages 5-19, provides skills and opportunities youth need to change their communities, as well as develop their own potential. Focusing on leadership and education, our programs address the needs of youth in our communities. The program builds independent, self sufficient youth leaders through learn-by-doing activities. In an informal educational environment volunteers provide life skills training and workforce preparedness experiences. Youth are able to implement the latest research-based curricula from university campuses statewide on a host of topics including cultural diversity, animal science, life skills, environmental science and college admission requirements. The programs have a strong volunteer-base component that engages parents and community volunteers to work in tandem with youth through "youth and adult partnership." The 4-H program is a youth-led initiative inviting youth to be involved in the traditional club or outreach programs. The 4-H Club program is supported by 193 adult volunteers servicing 540 youth. During FY 2008-09, 4-H Youth Development volunteers contributed the equivalent of 6.5 FTEs in their youth development efforts (a value of \$308,120). Another component of the 4-H Youth Development program is the El Dorado County Youth Commission. This group of 24 youth members works in coordination with UCCE and the Health Services Department, Public Health Division to address an array of community issues related to youth.

Revenue is on-going and obtained from charges to the public for making copies

### **Agriculture**

**Positions: 1.10 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$95,835**  
**Total Revenues: \$20**  
**Net County Cost: \$95,815**  
**Furlough Value: \$1,538**

The Agriculture program extends research based information to the County's agricultural producers in order to sustain their production in an efficient, safe and economically viable manner. Agricultural producers in El Dorado County are assisted through an extension education and adaptive research program. This program is interactive with the clientele and provides support for a multitude of agricultural organizations throughout the County via on-farm, phone, and electronic consultations, educational workshops and field days, and the development of new publications. The agricultural program also provides supervision and training for the volunteer Master Gardener program which provides University research-based horticultural and pest control information to County homeowners. During FY 2008-09 the Master Gardener volunteers contributed the equivalent of 2.5 FTEs in their community education efforts (a value of \$118,508).

Revenue is on-going and obtained from charges to the public for making copies.

# UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION

## Natural Resources

Positions: 0.50 FTE  
Extra Help: \$0  
Overtime: \$0

Total Appropriations: \$39,634  
Total Revenues: \$20  
Net County Cost: \$39,614  
Furlough Value: \$814

The Natural Resources program enables landowners, land management professionals, local decision makers and interested citizens to make informed decisions regarding the management of natural resources. The educational program has 2 main objectives:

- 1) Sustaining a productive natural resource base, sustaining and enhancing the quality, abundance and diversity of the resource base;
- 2) Providing information on natural resource issues that is credible, elicits informed discussion of policy issues, and brings diverse interests together to discuss these issues, thereby enhancing communication and joint efforts toward formulating sound natural resource management decisions.

This program is conducted through a variety of means, including workshops, County-based publications, and popular media and extension publications. The program also works directly with individuals, groups, organizations, local government and agencies to provide technical assistance for natural resource management information, as well as lead collaborative efforts to address a variety of natural resource issues.

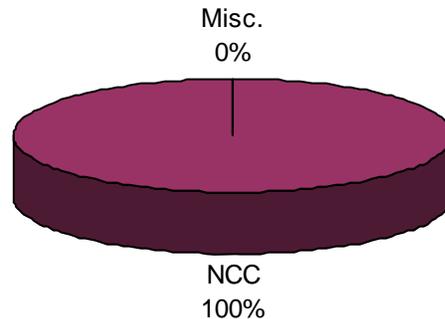
Revenue is on-going and obtained from charges to the public for making copies.

## Financial Charts

### Source of Funds

Miscellaneous (\$100):  
UCCE collects this small amount of money through the public's use of the copy machine.

Net County Cost (\$311,327):  
The department is primarily funded with discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations.



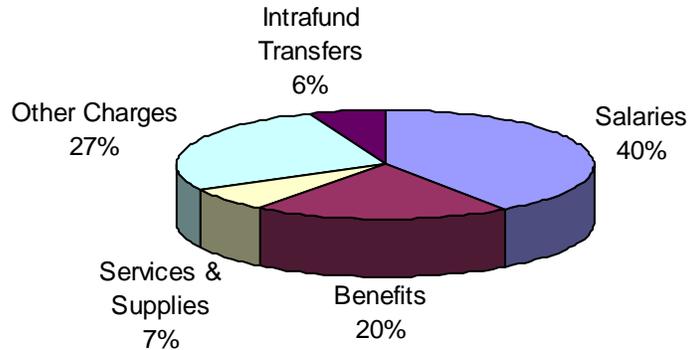
# UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION

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## Use of Funds

Salaries & Benefits (\$184,652): Primarily comprised of salaries (\$119,146), health insurance (\$27,272), and retirement (\$24,667).

Services & Supplies (\$21,619): Primarily comprised of employee mileage (\$9,400), office expense (\$4,850) and rental & lease equipment (\$2,350).

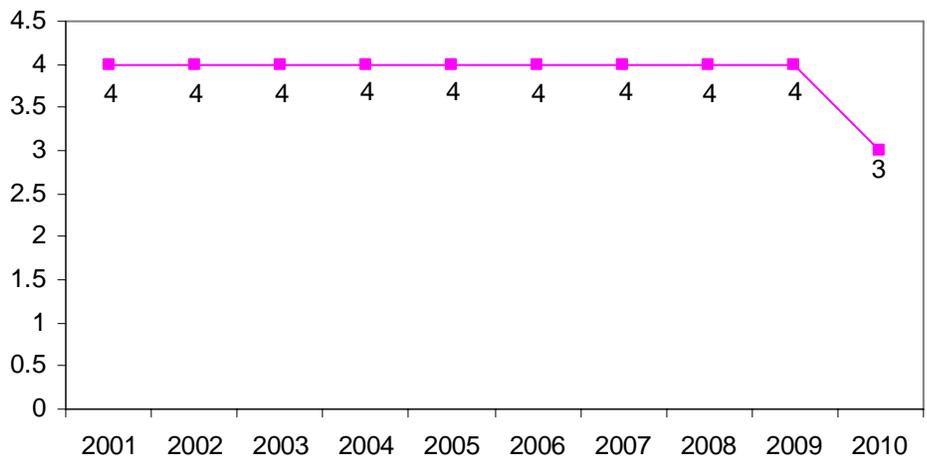


Other Charges (\$82,882): County contributions to University programs in El Dorado County.

Intrafund Transfers (\$17,531): Intrafund transfers consist of charges from other departments for services such as mail service (\$1,183), central duplicating (\$3,520), mainframe support (\$3,347) and network support (\$2,410).

## Staffing Trend

Staffing for the UCCE has remained flat at 3.2 FTE's. In the November 2008 reduction in force, four office support staff were each reduced by 0.20 FTE and the office remains closed on Mondays. There are no FTE's specifically assigned to Tahoe.



# UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION

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## Chief Administrative Office Comments

The Proposed Budget for the UCCE reflects staffing changes made during FY 2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

Although the UCCE has a relatively small budget, it is supported almost entirely from the General Fund. However each County General Fund dollar spent on UCCE programs is highly leveraged either through direct support from the University through its staff, or through numerous volunteers. All UCCE programs are discretionary.

## Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 61 UCCE - UNIV OF CA COOPERATIVE EXTENSION

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<hr/>						
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
1920	OTHER SALES	100	100	100	100	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	100	100	100	100	0
<hr/>						
<b>TYPE: R SUBTOTAL</b>		100	100	100	100	0

# UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 61 UCCE - UNIV OF CA COOPERATIVE EXTENSION

		CURRENT YR		DEPARTMENT	CAO	
		MID-YEAR	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
		PROJECTION	BUDGET		BUDGET	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	139,377	154,805	123,894	119,147	-35,658
3020	RETIREMENT EMPLOYER SHARE	27,946	31,038	24,667	24,667	-6,371
3022	MEDI CARE EMPLOYER SHARE	2,029	2,245	1,796	1,796	-449
3040	HEALTH INSURANCE EMPLOYER SHARE	27,179	26,148	27,272	27,272	1,124
3041	UNEMPLOYMENT INSURANCE EMPLOYER	581	581	929	929	348
3042	LONG TERM DISABILITY EMPLOYER SHARE	557	557	446	446	-111
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	11,610	11,610	3,001	3,001	-8,609
3060	WORKERS' COMPENSATION EMPLOYER	1,373	1,373	1,373	1,394	21
3080	FLEXIBLE BENEFITS	3,100	6,000	6,000	6,000	0
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>213,752</b>	<b>234,357</b>	<b>189,378</b>	<b>184,652</b>	<b>-49,705</b>
4040	TELEPHONE COMPANY VENDOR PAYMENTS	1,300	1,300	400	400	-900
4041	COUNTY PASS THRU TELEPHONE CHARGES	700	700	700	700	0
4100	INSURANCE: PREMIUM	1,218	1,218	1,218	2,323	1,105
4220	MEMBERSHIPS	250	250	0	0	-250
4260	OFFICE EXPENSE	4,850	4,850	4,850	4,850	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	90	90	90	90	0
4266	PRINTING / DUPLICATING SERVICES	20	20	20	20	0
4420	RENT & LEASE: EQUIPMENT	2,350	2,350	2,350	2,350	0
4461	EQUIP: MINOR	150	150	0	0	-150
4462	EQUIP: COMPUTER	2,200	2,200	0	0	-2,200
4500	SPECIAL DEPT EXPENSE	900	900	0	0	-900
4503	STAFF DEVELOPMENT	1,200	1,200	1,200	1,200	0
4600	TRANSPORTATION & TRAVEL	0	0	36	36	36
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	9,400	9,400	9,400	9,400	0
4605	RENT & LEASE: VEHICLE	0	0	150	150	150
4606	FUEL PURCHASES	0	0	100	100	100
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>24,628</b>	<b>24,628</b>	<b>20,514</b>	<b>21,619</b>	<b>-3,009</b>
5240	CONTRIB: NON-CNTY GOVERNMENTAL	86,426	86,426	82,882	82,882	-3,544
5300	INTERFND: SERVICE BETWEEN FUND TYPES	100	100	0	0	-100
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>86,526</b>	<b>86,526</b>	<b>82,882</b>	<b>82,882</b>	<b>-3,644</b>
7220	INTRAFND: TELEPHONE EQUIPMENT &	5,245	5,245	5,245	5,245	0
7223	INTRAFND: MAIL SERVICE	1,307	1,307	1,306	1,183	-124
7224	INTRAFND: STORES SUPPORT	1,005	1,005	1,005	866	-139
7225	INTRAFND: CENTRAL DUPLICATING	3,520	3,520	3,520	3,520	0
7227	INTRAFND: MAINFRAME SUPPORT	3,291	3,291	3,291	3,347	56
7229	INTRAFND: PC SUPPORT	600	600	600	600	0
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	360	360	360	360	0
7234	INTRAFND: NETWORK SUPPORT	2,204	2,204	2,204	2,410	206
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>17,532</b>	<b>17,532</b>	<b>17,531</b>	<b>17,531</b>	<b>-1</b>
<b>TYPE: E SUBTOTAL</b>		<b>342,438</b>	<b>363,043</b>	<b>310,305</b>	<b>306,684</b>	<b>-56,359</b>
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	<b>342,338</b>	<b>362,943</b>	<b>310,205</b>	<b>306,584</b>	<b>-56,359</b>
<b>DEPARTMENT: 61</b>	<b>SUBTOTAL</b>	<b>342,338</b>	<b>362,943</b>	<b>310,205</b>	<b>306,584</b>	<b>-56,359</b>

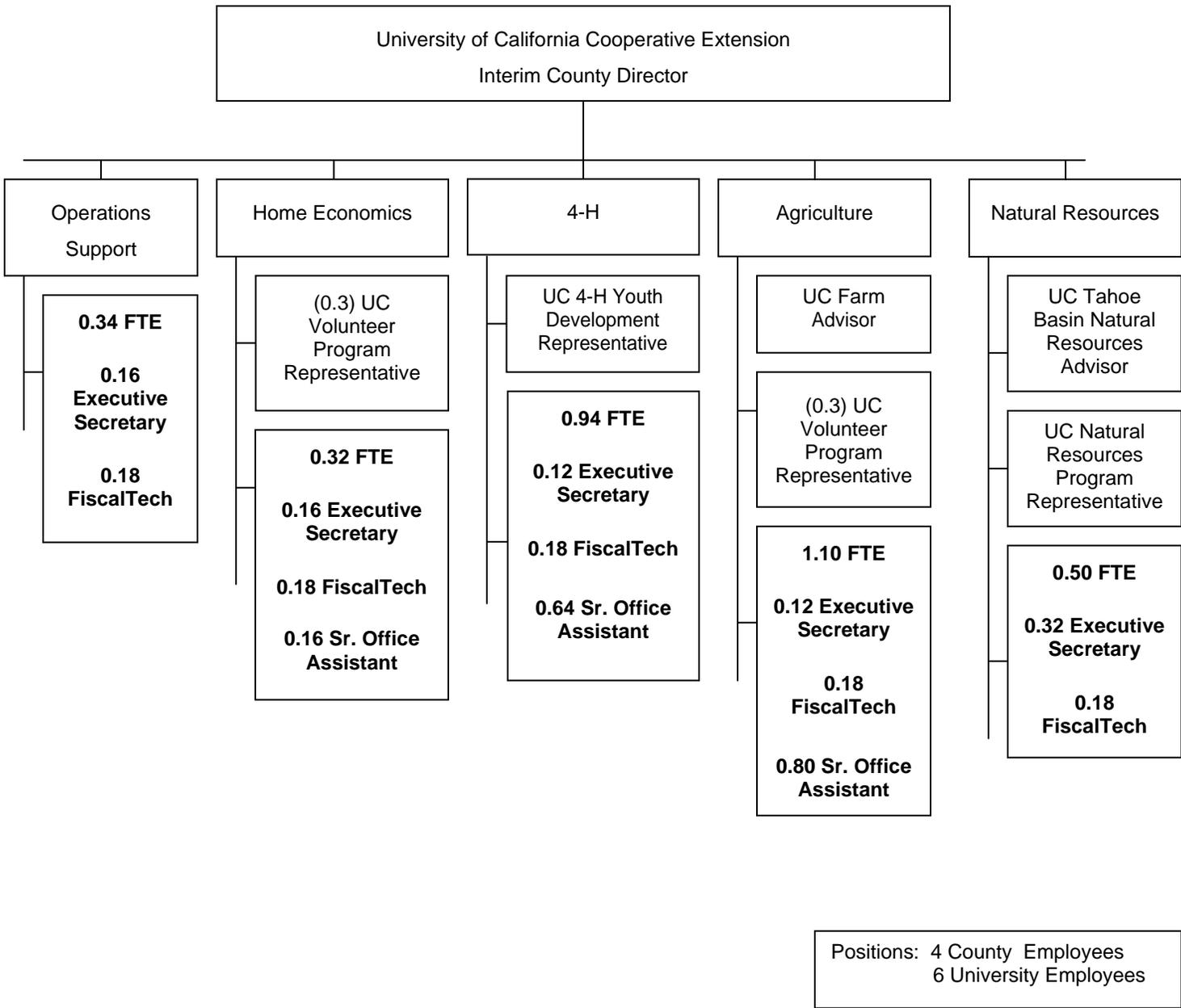
# UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION

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## Personnel Allocations

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Executive Secretary	0.80	0.80	0.80	0.00
Fiscal Technician	0.80	0.80	0.80	0.00
Sr. Office Assistant	1.60	1.60	1.60	0.00
<b>Department Total</b>	<b>3.20</b>	<b>3.20</b>	<b>3.20</b>	<b>0.00</b>

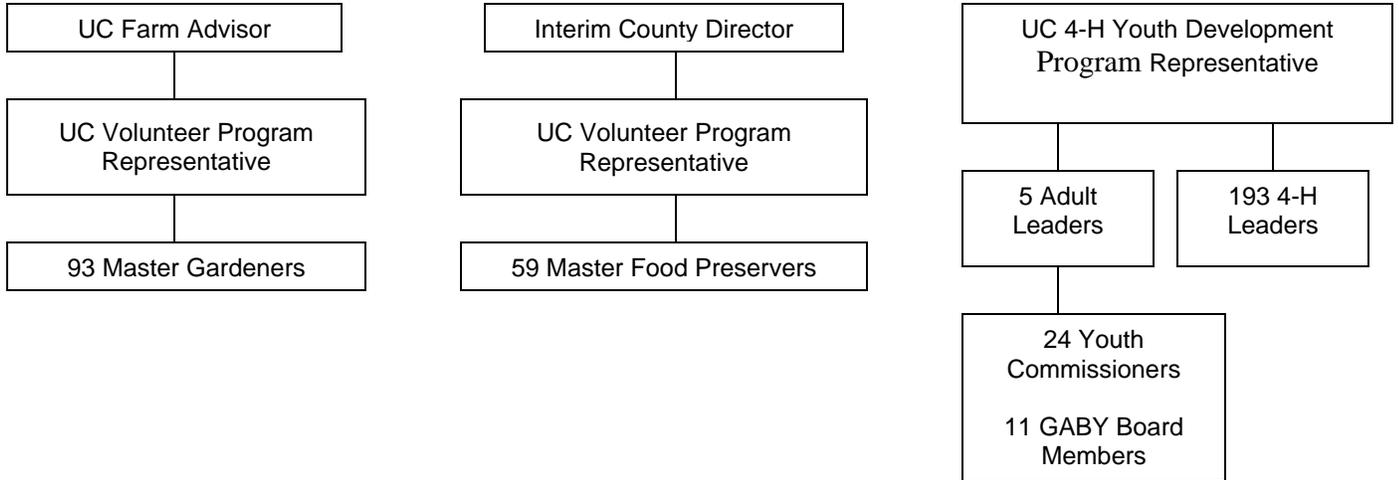
# UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION



# UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION

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## Volunteer Interaction



# UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION

## Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	100,198	106,322	102,597	108,757	116,939
Benefits	25,436	28,375	38,927	58,144	68,553
Services & Supplies	8,732	11,089	8,683	7,498	8,902
Other Charges	50	19,898	25,318	27,577	27,627
Fixed Assets	-	-	-	-	-
Intrafund Transfers	22,897	18,438	17,639	17,548	21,013
<b>Total Appropriations</b>	<b>157,313</b>	<b>184,122</b>	<b>193,164</b>	<b>219,524</b>	<b>243,034</b>
Other Governmental	-	-	16,399	28,188	37,188
Charges for Service	37,000	37,188	20,789	9,000	-
Misc.	3,922	96	94	2,074	103
Other Financing Sources	-	-	-	-	1,974
<b>Total Revenue</b>	<b>40,922</b>	<b>37,284</b>	<b>37,282</b>	<b>39,262</b>	<b>39,265</b>
<b>NCC</b>	<b>116,391</b>	<b>146,838</b>	<b>155,882</b>	<b>180,262</b>	<b>203,769</b>
<b>FTE's</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

## UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	133,749	143,144	152,857	117,485	123,894
Benefits	79,765	68,819	69,136	96,267	60,758
Services & Supplies	12,405	15,336	14,800	24,628	21,619
Other Charges	27,995	64,450	74,880	86,526	82,882
Fixed Assets	-	6,553	-	-	-
Intrafund Transfers	17,096	21,601	14,116	17,532	17,531
<b>Total Appropriations</b>	<b>271,010</b>	<b>319,903</b>	<b>325,789</b>	<b>342,438</b>	<b>306,684</b>
Other Governmental	37,188	16,399	-	-	-
Charges for Service	-	26,789	-	-	-
Misc.	106	69	101	100	100
Other Financing Sources	-	5,722	1,448	-	-
<b>Total Revenue</b>	<b>37,294</b>	<b>48,979</b>	<b>1,549</b>	<b>100</b>	<b>100</b>
<b>NCC</b>	<b>233,716</b>	<b>270,924</b>	<b>324,240</b>	<b>342,338</b>	<b>306,584</b>
<b>FTE's</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>3</b>

10 Year Variance		
	\$ Change	% Change
Salaries	23,696	24%
Benefits	35,322	139%
Services & Supplies	12,887	148%
Other Charges	82,832	165664%
Fixed Assets	(22,897)	-100%
Intrafund Transfers	(139,782)	-89%
<b>Total Appropriations</b>	<b>149,371</b>	<b>95%</b>
Charges for Service	(37,000)	-100%
Misc.	(3,822)	-97%
<b>Total Revenue</b>	<b>(40,822)</b>	<b>-100%</b>
<b>NCC</b>	<b>190,193</b>	<b>163%</b>
<b>FTE's</b>	<b>(1)</b>	<b>-25%</b>

### Notes



# FISH AND GAME

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## Mission

The Fish and Game Commission is appointed by the Board of Supervisors for the purpose of advising the Board on matters related to the conservation of fish and game and overseeing the expenditure of the fish and game funds received from fines collected by the Courts.

## Program Summary

**Fish & Game**  
**Positions: 0.0 FTE**

**Total Appropriations: \$18,000**  
**Total Revenue: \$18,000**  
**General Fund Contribution: \$0**

The proposed budget for the Fish and Game Commission is \$18,000 with no General Fund Contribution. FY 2009-10 offsetting revenues include use of available Fish and Game fund balance of \$12,000, fines of \$2,500 (generated through the Courts), interest earnings of \$500 and operating transfers from the Sawmill Restocking Project fund of \$3,000.

## Chief Administrative Office Comments

The Fish and Game Commission has the following goals for FY 2009-10:

- Work with the Department of Fish & Game in restoring fish stocking in El Dorado County waters currently restricted by the order imposed as a result of the lawsuit filed by the Pacific Rivers Council and the Center for Biological Diversity
- Develop and implement a local sportsman education program on problems caused by both the New Zealand Mud snail and the Quagga/zebra mussels.
- Continue to participate and support the Fannon Lake dam Restoration Project.
- Continue to play a formative role in the newly forming State Association of County Fish & Game Commissions.
- Obtain increases in hatchery fish allocation and funding made available by AB 7 (Codgill).
- Partner with South Lake Tahoe Community and establish full funding for the Sawmill Pond Youth Fishing Project and insure stocking occurs throughout the summer season.

# FISH AND GAME

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## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 70 FISH AND GAME PRESERVATION

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
			BUDGET		BUDGET	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0320	COURT FINE: OTHER	6,000	6,000	2,500	2,500	-3,500
0400	REV: INTEREST	1,000	1,000	500	500	-500
2020	OPERATING TRANSFERS IN	0	0	3,000	3,000	3,000
0001	FUND BALANCE	7,000	7,000	12,000	12,000	5,000
<b>TYPE: R SUBTOTAL</b>		14,000	14,000	18,000	18,000	4,000
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
4500	SPECIAL DEPT EXPENSE	13,200	13,200	17,000	17,000	3,800
4600	TRANSPORTATION & TRAVEL	800	800	1,000	1,000	200
<b>TYPE: E SUBTOTAL</b>		14,000	14,000	18,000	18,000	4,000
<b>FUND TYPE:</b>	<b>11 SUBTOTAL</b>	0	0	0	0	0
<b>DEPARTMENT:</b>	<b>70 SUBTOTAL</b>	0	0	0	0	0

## **HEALTH & HUMAN SERVICES 10 YEAR**

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### **10 Year History Health & Human Services Functional Group**

## HEALTH & HUMAN SERVICES 10 YEAR

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	19,918,677	23,742,713	23,160,614	22,612,667	24,013,071
Benefits	5,019,811	7,306,297	10,479,436	12,763,256	12,042,635
Services & Supplies	18,854,589	23,541,346	27,423,980	27,756,366	27,428,862
Other Charges	18,363,915	19,983,117	20,378,135	20,561,456	22,321,683
Fixed Assets	1,496,887	1,568,539	685,018	144,548	185,057
Operating Transfers	-	1,375,768	45,242	-	42,320
Intrafund Transfers	813,779	1,797,518	1,376,535	1,359,933	1,890,906
<b>Total Appropriations</b>	<b>64,467,658</b>	<b>79,315,298</b>	<b>83,548,960</b>	<b>85,198,226</b>	<b>87,924,534</b>
Taxes	2,702,671	3,366,238	3,597,779	3,836,781	3,986,648
Licenses, Permits	308,588	304,434	290,034	288,467	154,979
Fines, Forfeitures	271,508	183,212	278,435	263,178	190,875
Use of Money	264,539	404,697	213,716	174,185	298,390
State	25,322,176	32,006,157	33,225,841	31,252,599	19,677,058
Federal	17,548,246	21,835,307	22,427,206	29,187,945	24,172,594
Other Governmental	264,274	287,499	242,777	211,670	611,188
Charges for Service	10,584,794	10,682,868	10,520,125	10,469,303	11,176,405
Misc.	734,466	905,333	882,869	1,054,566	1,314,709
Other Financing Sources	8,649,840	9,337,391	11,413,608	9,275,909	23,206,927
<b>Total Revenue</b>	<b>66,651,102</b>	<b>79,313,136</b>	<b>83,092,390</b>	<b>86,014,603</b>	<b>84,789,773</b>
<b>NCC</b>	<b>1,221,202</b>	<b>2,607,951</b>	<b>1,880,944</b>	<b>1,558,250</b>	<b>1,684,000</b>
<b>General Fund Contribution</b>	<b>1,538,553</b>	<b>1,583,650</b>	<b>1,870,735</b>	<b>1,660,552</b>	<b>2,238,174</b>
<b>FTE's</b>	<b>562</b>	<b>656</b>	<b>664</b>	<b>656</b>	<b>651</b>

## HEALTH & HUMAN SERVICES 10 YEAR

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	27,566,139	30,816,451	33,281,933	32,926,007	32,083,740
Benefits	13,636,522	13,560,274	14,726,820	16,045,662	14,295,471
Services & Supplies	28,616,879	29,268,456	31,224,306	38,767,169	44,094,850
Other Charges	23,971,412	24,541,578	30,019,764	30,841,481	30,638,955
Fixed Assets	382,306	335,169	434,754	1,410,544	1,201,660
Operating Transfers	1,650,510	135,795	365,159	25,000	25,000
Intrafund Transfers	1,273,069	1,208,047	1,226,624	1,454,853	1,341,478
Contingencies	-	-	-	-	7,981,455
Increase in MHSA Reserve					445,550
<b>Total Appropriations</b>	<b>97,096,837</b>	<b>99,865,770</b>	<b>111,279,360</b>	<b>121,470,716</b>	<b>132,108,159</b>
Taxes	4,419,651	4,834,010	5,020,210	4,595,503	4,595,525
Licenses, Permits	238,469	247,811	328,479	355,050	364,750
Fines, Forfeitures	31,828	33,108	483,468	532,676	488,533
Use of Funds	430,856	651,177	797,992	476,730	189,392
State	19,826,374	21,737,552	27,450,666	32,565,217	29,274,812
Federal	24,559,176	25,582,277	28,651,208	35,060,359	40,102,462
Other Governmental	1,022,482	352,971	407,772	591,916	1,210,635
Charges for Service	12,196,778	11,052,996	11,268,533	12,162,572	12,166,126
Misc.	1,327,031	1,581,149	1,655,309	2,605,381	2,230,306
Other Financing Sources	29,449,638	28,600,523	33,387,081	29,268,660	26,189,860
Use of Fund Balance	-	-	-	1,323,195	766,915
<b>Total Revenue</b>	<b>93,502,283</b>	<b>94,673,574</b>	<b>109,450,718</b>	<b>119,537,259</b>	<b>117,579,316</b>
<b>NCC</b>	<b>2,184,615</b>	<b>4,075,761</b>	<b>4,040,821</b>	<b>4,666,967</b>	<b>4,141,445</b>
<b>General Fund Contribution</b>	<b>4,588,802</b>	<b>5,334,189</b>	<b>5,327,188</b>	<b>5,716,174</b>	<b>5,444,607</b>
<b>FTE's</b>	<b>678</b>	<b>684</b>	<b>708</b>	<b>686</b>	<b>618</b>

## HEALTH & HUMAN SERVICES 10 YEAR

10 Year Variance		
	\$ Change	% Change
Salaries	12,165,063	61%
Benefits	9,275,660	185%
Services & Supplies	25,240,261	134%
Other Charges	12,275,040	67%
Fixed Assets	(295,227)	-20%
Operating Transfers	25,000	N/A
Intrafund Transfers	527,699	65%
Contingencies	7,981,455	N/A
Increase in MHSA Reserve	445,550	N/A
<b>Total Appropriations</b>	<b>67,640,501</b>	<b>105%</b>
Taxes	1,892,854	70%
Licenses, Permits	56,162	18%
Fines, Forfeitures	217,025	80%
Use of Funds	(75,147)	-28%
State	3,952,636	16%
Federal	22,554,216	129%
Other Governmental	946,361	358%
Charges for Service	1,581,332	15%
Misc.	1,495,840	204%
Other Financing Sources	17,540,020	203%
Use of Fund Balance	766,915	#DIV/0!
<b>Total Revenue</b>	<b>50,928,214</b>	<b>76%</b>
<b>NCC</b>	<b>2,920,243</b>	<b>239%</b>
<b>General Fund Contribution</b>	<b>3,906,054</b>	<b>254%</b>
<b>FTE's</b>	<b>56</b>	<b>10%</b>

### Notes

**Increased General Fund Contribution primarily due to:**

FY 2005-06 - Jail and Juvenile Hall medical expenses (CFMG contract) added to Public Health budget. Previously went through the Sheriff as a Net County Cost.

FY 2006-07 - EMS agency costs shifted from CSA's to General Fund. Approximately \$600K

# PUBLIC HEALTH

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## Mission

The mission of the El Dorado County Health Services Department – Public Health Division is to promote the health and safety of people, their animals, and the communities of El Dorado County. The Department provides leadership and expertise in the areas of:

**Prevention** – Avoiding and preventing disease and injury; preventing the spread of disease when present.

**Access** – Helping people access personal and community health services, including those with language, physical, or cultural barriers.

**Information** – Monitoring the health of the community by gathering, analyzing, and distributing public health information.

**Collaboration** – Working with local leaders to affect health-related community action.

**Safety** – Protecting the health of people and animals through comprehensive education, enforcement, and testing programs.

**Direct Service** – Conducting outreach, clinical services, and other interventions aimed at promoting individual and family health and wellness, particularly for at-risk, underserved, and uninsured populations.

**Division Budget Structure:** The Public Health Division of the Health Services Department is organized to operate in three separate funds:

Fund Type 10	General Fund	Animal Services
Fund Type 11	Special Revenue Fund	Public Health Programs and Services
Fund Type 12	Special Districts Fund	County Service Areas (Pre-Hospital Medical Service) and Ambulance Billing

## Program Summaries

### Fund Type 10 – General Fund

#### Animal Services

Positions: 21.00 FTE

Extra Help: \$12,240

Overtime: \$22,500

**Total Appropriations: \$2,402,165**

**Total Revenues: \$1,143,433**

**Net County Cost: \$1,258,732**

**Furlough Value: \$29,381**

For both the Western Slope and South Lake Tahoe areas of the County, Animal Services provides the mandated services of rabies control, sheltering stray animals, veterinary treatment for sick or injured animals, dog licensing, and enforcement of State and local animal laws. Animal Services also removes dead animals from County roads per an MOU with DOT.

## **PUBLIC HEALTH**

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Extra Help funding is for a part-time Veterinarian. The Department is required to have a Veterinarian on their DEA permit for the purchase of controlled drugs for euthanasia, as well as various other vaccines and medications. Additionally, Animal Services is required to provide veterinary care to animals brought into the shelter. Availability of the Veterinarian to examine some sick and injured animals, and to provide veterinary oversight of other animals at the shelter, ensures compliance with State mandates and reduces the amount spent at private veterinary clinics. Animal Services is also mandated to provide rabies control services; having the Veterinarian enables rabies clinics to be offered at the shelter. Revenues in these programs come from licensing, fees for services, court fines, contract payments from the City of Placerville and City of South Lake Tahoe, transfers per the MOU with DOT, and Sales Tax Realignment.

### **Fund Type 11 - Public Health Programs**

#### **Public Health (PH) Administration, PH Finance, and Medi-Cal Administrative Activities (MAA) Program**

**Positions: 16.85 FTE**  
**Extra Help: \$3,700**  
**Overtime: \$3,000**

**Total Appropriations: \$4,986,687**  
**Total Revenues: \$4,986,687**  
**Net County Cost: \$0**  
**Furlough Value: \$47,022**

This section includes the administrative and fiscal support to the Division (which manages about 80 program budgets per fiscal year), primarily addressing the areas of policies and procedures, personnel, facilities, budgets, payroll, purchasing, payments, billings and receivables, contract management, and information technology. The amount budgeted for Extra Help is for a short term position in Finance to assist with fiscal year end close. This section also includes administrative activities and revenue associated with the MAA program. Revenues include PH Realignment, administrative indirect, and Federal Medi-Cal.

#### **Communicable Disease, Vital Stats, & Public Health Preparedness**

**Positions: 13.77 FTE**  
**Extra Help: \$0**  
**Overtime: \$4,600**

**Total Appropriations: \$1,750,530**  
**Total Revenues: \$1,750,530**  
**Net County Cost: \$0**  
**Furlough Value: \$28,877**

Programs in this section address Public Health preparedness planning and emergency response, communicable disease prevention, surveillance and control, vital statistics, and health information collection, analysis, and reporting. Preparedness programs address bioterrorism preparedness, hospital readiness, regional City readiness initiatives, and pandemic flu preparedness. Revenues in these programs include PH Realignment, health fees, and State and Federal funding.

#### **Community Nursing**

**Positions: 22.60 FTE**  
**Extra Help: \$0**  
**Overtime: \$400**

**Total Appropriations: \$2,913,836**  
**Total Revenues: \$2,913,836**  
**General Fund Contribution: \$349,078**  
**Furlough Value: \$51,452**

Nursing programs in this section include Maternal, Child, Adolescent Health (MCAH); California Children Services (CCS); Healthy Families; Child Health and Disability Prevention (CHDP); the Early Periodic Screening, Diagnosis, and Treatment (EPDST) component of Medi-Cal, immunization activities, and other community nursing services. The General Fund contribution

## **PUBLIC HEALTH**

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reflects a required County match (from Department 15) for the CCS and Healthy Families programs. Revenues in these programs include PH Realignment, Social Service Realignment, County General Fund (required match), Health Fees, transfer from Human Services, and State and Federal funding.

### **AIDS and HIV Programs**

**Positions: 0.53 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$245,889**

**Total Revenues: \$245,889**

**Net County Cost: \$0**

**Furlough Value: \$1,310**

These programs provide for public education, surveillance, testing, and prevention activities related to AIDS and HIV, as well as services and assistance, such as housing and case management, to persons affected by HIV. Revenues in these programs come from State and Federal funding for AIDS/HIV.

### **Public Health Laboratory/LEA**

**Positions: 2.00 FTE**

**Extra Help: \$0**

**Overtime: \$1,000**

**Total Appropriations: \$382,064**

**Total Revenues: \$382,064**

**Net County Cost: \$0**

**Furlough Value: \$3,388**

The Laboratory tests specimens to identify infections and prevent/control the spread of communicable disease. Other testing services, such as water testing, are also provided. In addition, the Lab participates in bioterrorism preparedness and response planning and serves as a resource for emergency/medical personnel to protect public and environmental health. Local Enforcement Agency (LEA) responsibilities are mandated under the Public Resources Code and involve enforcement of State solid waste laws (currently primarily through contracted services). Revenue in this program comes from health fees, the State, transfer from various County departments for services, and PH Realignment.

### **Emergency Medical Services Agency (EMSA) and EMS Fund**

**Positions: 3.50 FTE**

**Extra Help: \$95,000**

**Overtime: \$0**

**Total Appropriations: \$943,525**

**Total Revenues: \$943,525**

**General Fund Contribution: \$501,288**

**Furlough Value: \$10,361**

The EMSA serves to coordinate and maintain an integrated system of rapid emergency response, high quality pre-hospital care, and transportation services to victims of illness or injury in El Dorado County. The EMSA also provides training and certification of emergency medical response personnel. The amount budgeted for Extra Help is for the EMS Medical Director. That allocation is currently filled with a Public Health Clinician Board Certified (MD) Extra Help position. This position is required within the EMSA to ensure medical oversight of the policies and protocols of pre-hospital care governing paramedics, etc. as mandated by Division 2.5 of the Health and Safety Code, Section 1797.202. The EMSA is also responsible for management of the Medical Marijuana Identification Card program. The General Fund contribution reflects County support (from Department 15) for EMSA services. This section also includes the EMS Fund which receives court fines that fund emergency room services for indigents. Revenues in these programs include County General Fund, fees for services, and court fines.

## **PUBLIC HEALTH**

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### **Institutional Care Programs**

**Positions: 0.0 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$3,162,244**

**Total Revenues: \$3,162,244**

**General Fund Contribution: \$2,927,244**

**Furlough Value: \$0**

This section addresses the institutional medical care program, providing medical services for the inmate/ward populations at the County adult/juvenile detention facilities through a contract with the California Forensic Medical Group. The General Fund contribution reflects required County support (from Department 15) for detention medical services. Revenues in these programs include County General Fund and the CSAC insurance policy.

### **Tobacco Settlement Programs**

**Positions: 0.95 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$1,713,000**

**Total Revenues: \$1,713,000**

**Net County Cost: \$0**

**Furlough Value: \$2,529**

Funds made available through the Tobacco Settlement Agreement are allocated to several programs designed to prevent tobacco use, enhance the community health services system, and deliver improved health services. Revenues in these programs come from 10% of the Tobacco Settlement agreement annual payment.

### **Alcohol and Drug Programs**

**Positions: 13.20 FTE**

**Extra Help: \$0**

**Overtime: \$1,500**

**Total Appropriations: \$3,395,668**

**Total Revenues: \$3,395,668**

**General Fund Contribution: \$19,912**

**Furlough Value: \$26,886**

These programs implement strategies designed to address alcohol and other drug related issues affecting communities, criminal justice and child welfare systems, and schools. Activities include education, raising public awareness of issues, promoting drug-free alternatives for youth and adults, drug-free workplace programs, activities to reunite families, where appropriate, and related services. Also included are activities under Proposition 36, the Substance Abuse and Crime Prevention Act of 2000, Cal-WORKS treatment services, and various drug court projects. The General Fund Contribution reflects required County match (from Department 15) for ADP program administration and the Offender Treatment Program. Revenues in these programs include State and Federal funding, transfers from other County agencies for services, miscellaneous revenues, court fines, and required County match from the General Fund.

### **Health Promotions**

**Positions: 7.35 FTE**

**Extra Help: \$73,000**

**Overtime: \$0**

**Total Appropriations: \$1,029,280**

**Total Revenues: \$1,029,280**

**Net County Cost: \$0**

**Furlough Value: \$15,309**

This section includes a variety of health promotion programs and targeted services. Included are outreach and enrollment services to identify and provide health insurance options, (particularly for uninsured/underinsured children), services to connect individuals to appropriate health care services, projects involving the use of technology to improve health care delivery, programs aimed at increasing child safety through the proper use of car seats and safety helmets, and other aligned services. Responsibilities also include evaluation and development of health promotion strategies to prevent chronic disease and improve health outcomes for

## **PUBLIC HEALTH**

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general and targeted populations (including indigent, institutionalized, and CMSP populations) and administration of domestic violence prevention and response contracts. The amount budgeted for Extra Help is to continue the use of two existing extra help staff to assist with specialty grant requirements based on their expertise in this area. Revenues in these programs include marriage licenses, court fines, Federal funding, PH Realignment, and grant funding.

### **County Medical Services Program (CMSP)**

**Positions: 0.0 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$3,775,078**

**Total Revenues: \$3,775,078**

**General Fund Contribution: \$233,492**

**Furlough Value: \$0**

Through contractual participation with 38 other counties participating in the County Medical Services Program (CMSP), El Dorado County ensures medical care is provided for medically indigent adults in our communities. CMSP operates with County General Funds and Public Health Realignment revenue specifically dedicated to this program. The CMSP participation fee of \$233,492 is required to be paid from County General Fund, Department 15. In FY 08-09, it was reduced by the anticipated refund of prior fiscal years' risk allocation of \$192,414. This refund is not expected in FY 2009-10. Participation in CMSP enables the County to substantially meet its Welfare and Institutions Code 17000 responsibilities. Division administrative and finance staff oversee CMSP. Revenues in this program come from PH Realignment and a required County General Fund contribution for the participation fee.

### **Tobacco Use Prevention Program**

**Positions: 1.25 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$160,000**

**Total Revenues: \$160,000**

**Net County Cost: \$0**

**Furlough Value: \$3,264**

This program provides services targeted at tobacco use prevention and cessation. Revenues in these programs come from State tobacco funds, available through AB 75.

## **Fund Type 12 – CSA 3, CSA 7, Ambulance Billing**

### **County Service Areas (Pre-Hospital Medical Services) and Ambulance Billing**

**Positions: 0.75 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$18,889,764**

**Total Revenues: \$18,889,764**

**Net County Cost: \$0**

**Furlough Value: \$1,616**

This section addresses pre-hospital medical services provided within County Service Area (CSA) 7, for the West Slope area, and CSA 3, for the South Lake Tahoe and Tahoe West Shore areas. This section also includes Ambulance Billing (i.e., patient billing and collection for ambulance services operating in the County), a service performed by Wittman Enterprises under a contract administered by Public Health. Revenues in these programs come from taxes, State funding, interest, ambulance fees, contract payments from the Miwok Tribe, and a one time anticipated return from CSA 7 pending audit results.

# PUBLIC HEALTH

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## Financial Charts

### Source of Funds

Taxes (\$4,595,525): Property Taxes and Special Tax (primarily in CSA 7) for ambulance/pre-hospital medical services.

Licenses and Permits (\$364,750): Revenues from marriage licenses (\$130,000) and dog licenses and kennel permits (\$234,750).

Fines and Penalties (\$488,533): The majority of this revenue is related to court fines received in the EMS fund (\$456,033), with the remainder from penalties on taxes in the CSA's (\$15,000) and fines received by Animal Services (\$17,500).

Use of Money and Property (\$111,000): Interest earned in the CSA budgets (\$161,000) and anticipated interest charges to Public Health programs (-\$50,000) based on fund balance and cash flow estimates in each fund.

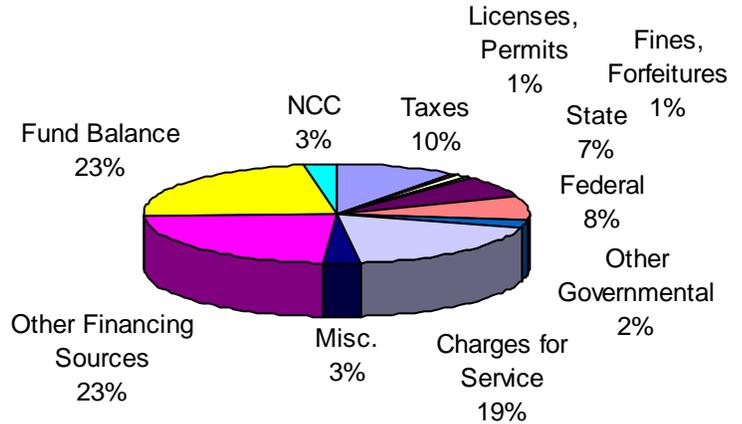
State Intergovernmental (\$3,224,595): State funding received for Public Health Preparedness (PHP), Community Nursing Services, AIDS, Lab, Alcohol and Drug Programs (ADP), programs related to Tobacco, and the CMSP sections (\$3,195,595) and Homeowner Property Tax Relief in the CSA's (\$29,000).

Federal Intergovernmental (\$3,552,248): Estimated Federal revenue primarily to fund Medi-Cal Administrative Activities (MAA) program, nursing services, PHP, AIDS, ADP, and the ACCEL initiative programs.

Other Governmental (\$1,086,232): Estimated other governmental revenue for PHP and nursing programs (\$124,000), an anticipated refund from CSA 7 pending results of a multi-year audit (\$517,120) and contracts with the City of Placerville and the City of SLT for Animal Services (\$445,111).

Charges for Services (\$8,517,813): Primarily consisting of the following:

- Interfund Revenue (\$799,124): Primarily related to administrative indirect between fund types in Public Health; services between the nursing program in Public Health and the Department of Human Services related to child protective services; and between the Lab and Environmental Management for mandated LEA services. Also includes revenue from DOT for dead animal pickup services (\$72,000) and for charges for services provided by CSA 3 that are partially reimbursed by Mental Health (\$10,000).



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- Special Assessments in CSA 3 (\$572,000)
- Ambulance Services in CSA 3 and CSA 7 (\$6,912,000).
- Impounds and Adoptions in Animal Services (\$155,000).

Miscellaneous (\$1,402,997): Revenues are primarily related to Jail medical program for the reimbursement anticipated from the CSAC insurance policy and anticipated revenues in the ACCEL program (\$903,472); and revenue to CSA 7 for the Miwok Tribe contract (\$496,125).

Other Financing Sources (\$10,594,744) include the General Fund contribution to Public Health and operating transfers from Health Realignment funds.

- General Fund Contributions to Public Health of \$4,031,013 for the following programs:

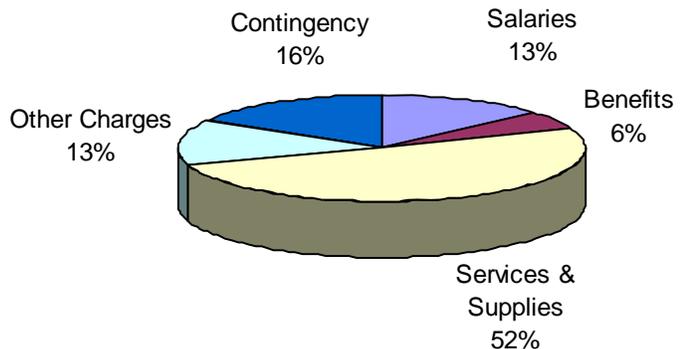
CCS Program Administration (match)	\$54,950
CCS Diagnostics (match)	\$194,128
Healthy Families (match)	\$100,000
EMS Agency	\$501,288
Jail/Juvenile Medical (CFMG contract)	\$2,927,244
Alcohol/Drug Program (match)	\$9,796
Offender Treatment Program (match)	\$10,115
CMSP-County Medical Services Program (match)	\$233,492

- Estimated Health Realignment Funding - VLF and Sales Tax revenue (\$6,351,260)
- Estimated share of Sales Tax and related interest earnings revenue allocated to Animal Services (\$212,471)

Fund Balance (\$10,552,559) – these are estimated fund balances primarily in Public Health funds (\$4,970,966) and CSA funds (\$5,581,594). The Department continues to monitor use of fund balances in current and future years in order to retain appropriate amounts for cash flow purposes.

### Use of Funds

Salaries & Benefits (\$8,671,849): Primarily comprised of regular salaries (\$5,721,809), extra help (\$183,940), overtime (\$33,000), retirement (\$1,172,113) health insurance (\$998,755), retiree health (\$94,730) and workers compensation (\$121,371).



Services & Supplies (\$23,397,014) primarily for:

- Professional services (\$19,179,363) for numerous programs with significant appropriations for the Alcohol Drug Program, Jail medical program, EMS payment to physicians and hospitals, and in the Health Promotions program for the ACCEL initiative contracts (\$808,643); CSA

## PUBLIC HEALTH

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contracts with the JPA and Cal-Tahoe (\$13,610,715); Animal Services contracts for veterinary services, disposal services, livestock shelter and care, and vehicle washing (\$139,800).

- Special Department Expense/Special Projects (\$2,605,656) including appropriations from Public Health fund balance for operational contingencies for unanticipated Public Health needs or emergencies (\$974,383) and appropriations for such items as feed, medical supplies, microchips, etc. in the Animal Services program (\$44,550). Special Projects expense (\$1,509,622) is primarily related to the CSA 7 program undetermined special projects that are unique to CSA 7.
- Operational costs including insurance (\$367,428), building rents (\$257,895), utilities (\$178,719), vehicle and fuel costs (\$176,665), medical/dental/lab supplies (\$92,295), and office expenses (132,772).

Other Charges (\$6,050,468): Primarily comprised of Support and Care of Persons (\$4,183,355) for payments to contract providers mostly within Community Nursing Services, AIDS, and the CMSP programs; inter-fund expenditures for services between funds within the department as well as for other departmental and cost applied charges for such services as IT mainframe and network support, accounting and audit support, and central stores/mail/courier services (\$1,461,039); County A-87 charges (\$814,460), services provided by the Probation Department to the ADP section, and an MOU with IT of \$82,500 for management and technical support, and Public Health indirect charges.

Fixed Assets (\$75,600): Includes security system replacement at Public Health facilities (\$45,000), computer/server equipment replacement (\$12,600), office/conference room redesigns (\$10,000), and animal cooling units for four Animal Services trucks (\$8,000).

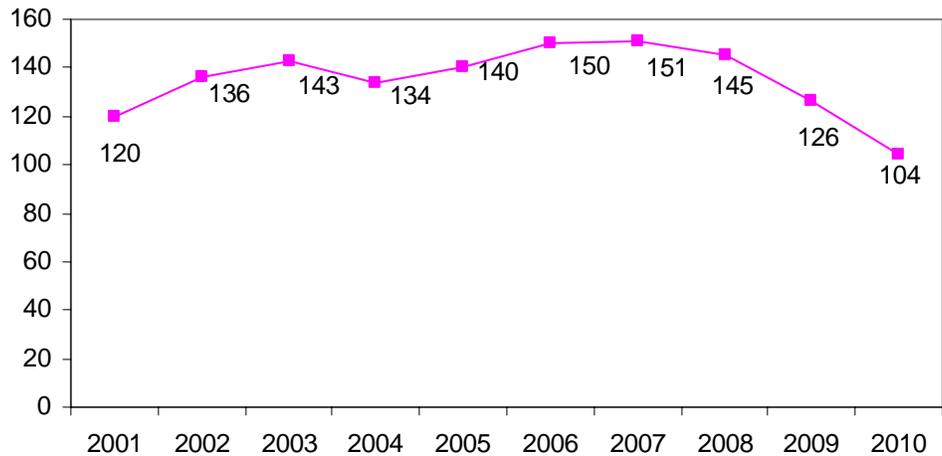
Intrafund Transfers (\$3,439,534) and Abatements (\$3,318,327) netting to \$121,207: In Animal Services this is primarily comprised of County cost applied charges such as IT mainframe and network support, accounting and audit support, and central stores/mail/courier services; in Public Health programs this is primarily related to administrative indirect cost allocation and various other intrafund transfers (many related to the use of Special Revenue Funds); and transfers between the CSAs and the Ambulance Billing program.

Appropriations for Contingencies (\$7,433,590): Estimated Public Health Administration and Tobacco Settlement carry over fund balances that are appropriated for the current year in order to create a more prudent reserve and to improve cash flow (\$3,750,802); and estimated CSA carry over fund balance that is not anticipated to be used by the CSAs during the fiscal year (\$3,682,788).

## PUBLIC HEALTH

### Staffing Trend

Staffing for the Public Health Division has decreased over the last three years due to funding constraints. The Division's ten year average staffing level is 135. The proposed staff allocation for FY 2009-10 is 103.75 FTEs (which is significantly below the Division's ten year



average of 135 FTE). This is approximately 23% below the 10 year average. The allocations are split as follows: 82.75 FTEs on the West Slope and 21 FTEs at South Lake Tahoe.

### Chief Administrative Office Comments

The Proposed Budget for the Public Health Division of the Health Services Department reflects staffing changes made during FY 2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

The total FY 2009-10 Proposed Budget for Public Health is \$45,749,727 with a Net County Cost of \$1,258,732 for Animal Services and a General Fund contribution of \$4,031,013 (see detail in Source of Funds section above).

Other key funding sources for the Division include assessments and taxes in the CSA 3 and CSA 7 programs, charges for services (primarily ambulance services), and state and federal revenues for public health programs. The Division also relies upon realignment revenues to fund programs that are not fully funded by state and federal revenues, grants and/or fees for services, including the County Medical Services Program (CMSP). Realignment revenues have dropped considerably in the last year. FY 2009-10 estimated realignment revenues are approximately \$6.7 million compared to \$7.7 million in the adopted FY 2008-09 budget. This represents a 12.8% reduction in the Department's overall realignment funds. These funds are used for CMSP (\$3.5 million) and other health programs (\$3.1 million). The net reduction to other health programs after the CMSP program is funded is 23.4%. Decreasing realignment revenues create a significant challenge for the Division to maintain other core Public Health programs.

The Department has developed a multi-year forecasting tool for use by the West Slope JPA and Cal-Tahoe that will allow the CSAs and the County to work collaboratively in establishing and maintaining annual balanced budgets. Property tax and special assessment revenues that are flat or declining require that the CSAs either reduce expenditures to remain within available revenues or use fund balance to offset costs. The forecasting tool will enable the JPAs to

## PUBLIC HEALTH

incorporate assumptions about revenues and expenditures to clearly show the amount of fund balance required each year and when that available fund balance would be depleted.

The Health Services Department is requesting the addition of one IT Department Coordinator (0.15 FTE in Public Health and 0.85 FTE in Mental Health) to be offset by the deletion of vacant part time allocations for a Program Assistant, Sr. Fiscal Assistant and Medical Records Technician. Under the Direction of the Department's Chief Financial Officer, the IT position will be responsible for the continued development, implementation and support of the Department's new cost accounting system.

The Department will be challenged this fiscal year to meet increasing demands for services and comply with numerous program mandates within significantly reduced funding for those programs. Other challenges include lack of timely funding contracts from the State and delays in payment from State funding sources resulting in cash flow issues within the various program funds. The Department will continue to focus on core public health responsibilities and ensure that the cost costs for administrative and program areas remain within available resources.

### Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 40 HEALTH

		CURRENT YR	CAO			
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0200	LICENSE: ANIMAL	215,000	235,000	225,000	225,000	-10,000
0201	LICENSE: VISCIOUS/DANGEROUS DOG	4,500	3,800	4,000	4,000	200
0202	KENNEL PERMITS	5,550	5,550	5,750	5,750	200
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	225,050	244,350	234,750	234,750	-9,600
0320	COURT FINE: OTHER	19,060	21,000	17,500	17,500	-3,500
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp; PENALTIES</b>	19,060	21,000	17,500	17,500	-3,500
1200	REV: OTHER GOVERNMENTAL AGENCIES	386,678	397,508	453,445	445,112	47,604
1206	REV: SLT SURCHARGE	6,893	0	0	0	0
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	393,571	397,508	453,445	445,112	47,604
1561	HUMANE: IMPOUNDS	75,000	70,000	70,000	70,000	0
1562	HUMANE: ADOPTIONS	99,000	70,000	85,000	85,000	15,000
1563	HUMANE: MICROCHIPS	650	3,000	600	600	-2,400
1564	HUMANE: RESTITUTION	1,054	1,500	1,000	1,000	-500
1740	CHARGES FOR SERVICES	4,500	2,000	2,000	2,000	0
1800	INTERFND REV: SERVICE BETWEEN FUND	65,000	65,000	72,000	72,000	7,000
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	245,204	211,500	230,600	230,600	19,100
1940	MISC: REVENUE	3,290	2,700	3,000	3,000	300
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	3,290	2,700	3,000	3,000	300
2026	OPERATING TRANSFERS IN: PHD SRF	8,500	8,500	0	0	-8,500
2027	OPERATING TRSNF IN: SALES TAX	244,449	266,246	212,471	212,471	-53,775
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	252,949	274,746	212,471	212,471	-62,275
<b>TYPE: R SUBTOTAL</b>		1,139,124	1,151,804	1,151,766	1,143,433	-8,371

# PUBLIC HEALTH

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 40 HEALTH

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
3000	PERMANENT EMPLOYEES / ELECTED	815,047	875,828	839,405	807,976	-67,852
3001	TEMPORARY EMPLOYEES	15,558	25,000	12,240	12,240	-12,760
3002	OVERTIME	32,341	19,808	22,500	22,500	2,692
3003	STANDBY PAY	24,249	19,701	22,000	22,000	2,299
3004	OTHER COMPENSATION	16,174	6,150	5,340	5,340	-810
3005	TAHOE DIFFERENTIAL	14,450	14,400	14,400	14,400	0
3006	BILINGUAL PAY	0	0	2,080	2,080	2,080
3020	RETIREMENT EMPLOYER SHARE	154,464	172,909	169,316	169,316	-3,593
3022	MEDI CARE EMPLOYER SHARE	12,306	13,080	12,410	12,410	-670
3040	HEALTH INSURANCE EMPLOYER SHARE	208,221	202,906	192,559	192,559	-10,347
3041	UNEMPLOYMENT INSURANCE EMPLOYER	4,228	6,389	6,254	6,254	-135
3042	LONG TERM DISABILITY EMPLOYER SHARE	3,206	3,206	3,019	3,019	-187
3043	DEFERRED COMPENSATION EMPLOYER	800	800	400	400	-400
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	66,755	66,755	16,507	16,507	-50,248
3060	WORKERS' COMPENSATION EMPLOYER	23,948	23,948	34,127	34,127	10,179
3080	FLEXIBLE BENEFITS	3,049	5,182	2,400	2,400	-2,782
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>1,394,796</b>	<b>1,456,062</b>	<b>1,354,957</b>	<b>1,323,528</b>	<b>-132,534</b>
4020	CLOTHING & PERSONAL SUPPLIES	8,300	9,300	9,300	9,300	0
4040	TELEPHONE COMPANY VENDOR PAYMENTS	4,759	5,400	5,040	5,040	-360
4041	COUNTY PASS THRU TELEPHONE CHARGES	1,106	950	1,200	1,200	250
4080	HOUSEHOLD EXPENSE	3,200	6,700	6,700	6,700	0
4085	REFUSE DISPOSAL	14,285	8,600	8,600	8,600	0
4086	JANITORIAL / CUSTODIAL SERVICES	9,979	16,200	16,200	16,200	0
4100	INSURANCE: PREMIUM	40,714	40,714	69,609	69,609	28,895
4140	MAINT: EQUIPMENT	1,064	900	900	900	0
4143	MAINT: SERVICE CONTRACT	700	700	3,548	3,548	2,848
4144	MAINT: COMPUTER	0	0	7,350	7,350	7,350
4162	VEH MAINT: SUPPLIES	8,650	8,650	9,500	9,500	850
4164	VEH MAINT: TIRE & TUBES	250	250	250	250	0
4180	MAINT: BUILDING & IMPROVEMENTS	4,200	4,200	4,000	4,000	-200
4220	MEMBERSHIPS	600	600	425	425	-175
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	445	445	445	445	0
4260	OFFICE EXPENSE	5,800	5,800	5,800	5,800	0
4261	POSTAGE	6,838	6,550	6,550	6,550	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	220	220	220	220	0
4264	BOOKS / MANUALS	654	654	614	614	-40
4266	PRINTING / DUPLICATING SERVICES	2,250	1,500	1,500	1,500	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	180,426	153,075	139,800	139,800	-13,275
4313	LEGAL SERVICES	5,000	5,000	4,500	4,500	-500
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	1,050	1,050	550	550	-500
4400	PUBLICATION & LEGAL NOTICES	800	800	600	600	-200

# PUBLIC HEALTH

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 40 HEALTH

	MID-YEAR PROJECTION	CURRENT YR		CAO		DIFFERENCE
		APPROVED BUDGET	DEPARTMENT REQUEST	RECOMMENDED BUDGET		
4420 RENT & LEASE: EQUIPMENT	5,189	4,900	4,900	4,900	0	
4421 RENT & LEASE: SECURITY SYSTEM	2,296	2,290	0	0	-2,290	
4440 RENT & LEASE: BUILDING & IMPROVEMENTS	109,479	113,577	111,771	111,771	-1,806	
4460 EQUIP: SMALL TOOLS & INSTRUMENTS	2,500	2,500	2,000	2,000	-500	
4461 EQUIP: MINOR	11,200	11,200	1,000	1,000	-10,200	
4462 EQUIP: COMPUTER	0	0	10,600	10,600	10,600	
4463 EQUIP: TELEPHONE & RADIO	1,550	1,550	2,000	2,000	450	
4500 SPECIAL DEPT EXPENSE	39,239	36,632	44,550	44,550	7,918	
4503 STAFF DEVELOPMENT	2,100	2,100	1,450	1,450	-650	
4529 SOFTWARE LICENSE	11,864	11,864	4,030	4,030	-7,834	
4600 TRANSPORTATION & TRAVEL	6,000	6,000	1,000	1,000	-5,000	
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	600	600	600	600	0	
4605 RENT & LEASE: VEHICLE	70,000	70,000	75,000	75,000	5,000	
4606 FUEL PURCHASES	49,790	65,000	69,500	69,500	4,500	
4620 UTILITIES	77,951	64,571	80,124	80,124	15,553	
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>691,048</b>	<b>671,042</b>	<b>711,726</b>	<b>711,726</b>	<b>40,684</b>	
5300 INTERFND: SERVICE BETWEEN FUND TYPES	292,708	313,312	284,991	278,705	-34,607	
<b>CLASS: 50 OTHER CHARGES</b>	<b>292,708</b>	<b>313,312</b>	<b>284,991</b>	<b>278,705</b>	<b>-34,607</b>	
6040 FIXED ASSET: EQUIPMENT	2,000	12,000	8,000	8,000	-4,000	
<b>CLASS: 60 FIXED ASSETS</b>	<b>2,000</b>	<b>12,000</b>	<b>8,000</b>	<b>8,000</b>	<b>-4,000</b>	
7200 INTRAFUND TRANSFERS: ONLY GENERAL	500	500	200	200	-300	
7210 INTRAFND: COLLECTIONS	500	500	500	500	0	
7220 INTRAFND: TELEPHONE EQUIPMENT &	21,850	21,650	18,200	18,200	-3,450	
7221 INTRAFND: RADIO EQUIPMENT & SUPPORT	10,320	10,320	10,320	10,320	0	
7223 INTRAFND: MAIL SERVICE	3,476	3,476	2,032	2,032	-1,444	
7224 INTRAFND: STORES SUPPORT	2,792	2,792	1,987	1,987	-805	
7225 INTRAFND: CENTRAL DUPLICATING	1,600	1,600	1,600	1,600	0	
7226 INTRAFND: LEASE ADMINISTRATION FEE	2,372	2,372	2,400	2,400	28	
7227 INTRAFND: MAINFRAME SUPPORT	12,054	12,054	13,454	13,454	1,400	
7231 INTRAFND: IS PROGRAMMING SUPPORT	690	600	1,000	1,000	400	
7232 INTRAFND: MAINT BLDG & IMPROVMNTS	2,000	2,000	2,000	2,000	0	
7234 INTRAFND: NETWORK SUPPORT	24,244	24,244	26,513	26,513	2,269	
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>82,398</b>	<b>82,108</b>	<b>80,206</b>	<b>80,206</b>	<b>-1,902</b>	
<b>TYPE: E SUBTOTAL</b>	<b>2,462,950</b>	<b>2,534,524</b>	<b>2,439,880</b>	<b>2,402,165</b>	<b>-132,359</b>	
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>1,323,826</b>	<b>1,382,720</b>	<b>1,288,114</b>	<b>1,258,732</b>	<b>-123,988</b>	

# PUBLIC HEALTH

## Financial Information by Fund Type

FUND TYPE: 11 SPECIAL REVENUE FUND  
DEPARTMENT: 40 HEALTH

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
0261	LICENSE: MARRIAGE	130,000	130,000	130,000	130,000	0
<b>CLASS: 02 REV: LICENSE, PERMIT, &amp;</b>		130,000	130,000	130,000	130,000	0
0320	COURT FINE: OTHER	138,107	138,107	120,138	120,138	-17,969
0324	COURT FINE: EMS COUNTY	31,753	31,753	34,618	34,618	2,865
0325	COURT FINE: EMS ADMINISTRATION	41,507	41,507	37,543	37,543	-3,964
0326	COURT FINE: EMS PHYSICIAN	200,415	200,415	184,296	184,296	-16,119
0327	COURT FINE: EMS HOSPITAL	86,386	86,386	79,438	79,438	-6,948
<b>CLASS: 03 REV: FINE, FORFEITURE &amp; PENALTIES</b>		498,168	498,168	456,033	456,033	-42,135
0400	REV: INTEREST	23,853	-60,000	-50,000	-50,000	10,000
<b>CLASS: 04 REV: USE OF MONEY &amp; PROPERTY</b>		23,853	-60,000	-50,000	-50,000	10,000
0640	ST: CCS CA CHILDREN SERVICES	347,392	472,409	448,739	448,739	-23,670
0670	ST: TUBERCULOSIS CONTROL	0	5,000	5,000	5,000	0
0680	ST: HEALTH	186,710	166,408	190,037	190,037	23,629
0681	ST: HEALTH CHDP - CHILD DISABLITY	927	16,503	16,503	16,503	0
0682	ST: HEALTH TRAINING PROGRAMS	786	8,370	0	0	-8,370
0686	ST: HEALTH SALES TAX REALIGNMENT	705,541	705,541	705,541	705,541	0
0687	ST: HEALTH DISCRETIONARY GENERAL	290,940	363,679	316,039	316,039	-47,640
0688	ST: HEALTH MEDI CAL GENERAL FUND	359,436	397,486	360,967	360,967	-36,519
0689	ST: HEALTH PERINATAL GENERAL FUND	67,544	86,243	67,544	67,544	-18,699
0690	ST: PERINATAL MEDI CAL GENERAL FUND	207,757	236,244	171,026	171,026	-65,218
0691	ST: SUBSTANCE ABUSE/CRIME PREVENTION	545,199	581,134	545,199	545,199	-35,935
0760	ST: CORRECTIONS	253,694	254,652	50,000	50,000	-204,652
0895	ST: AB75 TOBACCO	150,000	150,000	159,000	159,000	9,000
0908	ST: TOBACCO SETTLEMENT FUND	143,295	160,000	160,000	160,000	0
<b>CLASS: 05 REV: STATE INTERGOVERNMENTAL</b>		3,259,221	3,603,669	3,195,595	3,195,595	-408,074
1100	FED: OTHER	1,462,015	1,807,295	1,146,456	1,146,456	-660,839
1101	FED: BLOCK GRANT REVENUES	1,312,111	1,507,539	1,246,336	1,246,336	-261,203
1107	FED: MEDI CAL	1,065,594	973,126	988,430	988,430	15,304
1108	FED: PERINATAL MEDI CAL	207,757	236,244	171,026	171,026	-65,218
<b>CLASS: 10 REV: FEDERAL INTERGOVERNMENTAL</b>		4,047,477	4,524,204	3,552,248	3,552,248	-971,956
1200	REV: OTHER GOVERNMENTAL AGENCIES	67,775	112,000	124,000	124,000	12,000
<b>CLASS: 12 REV: OTHER GOVERNMENTAL</b>		67,775	112,000	124,000	124,000	12,000
1603	VITAL HEALTH STATISTIC FEE	47,414	42,100	42,300	42,300	200
1620	HEALTH FEES	55,938	72,968	31,569	31,569	-41,399
1622	PRIVATE INSURANCE	19,500	5,000	2,000	2,000	-3,000
1650	CCS - CA CHILDREN SERVICES	800	800	220	220	-580
1800	INTERFND REV: SERVICE BETWEEN FUND	757,374	838,688	715,091	708,805	-129,883
1817	INTERFND REV: DETENTION MEDICAL	8,319	8,319	8,319	8,319	0
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>		889,345	967,875	799,499	793,213	-174,662
1940	MISC: REVENUE	480,667	815,267	903,472	903,472	88,205

# PUBLIC HEALTH

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## Financial Information by Fund Type

FUND TYPE: 11 SPECIAL REVENUE FUND  
 DEPARTMENT: 40 HEALTH

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	480,667	815,267	903,472	903,472	88,205
2020	OPERATING TRANSFERS IN	3,735,634	4,009,268	4,041,373	4,031,013	21,745
2021	OPERATING TRANSFERS IN: VEHICLE LICENSE	5,514,056	6,230,620	5,483,480	5,483,480	-747,140
2026	OPERATING TRANSFERS IN: PHD SRF	969,769	207,372	0	0	-207,372
2027	OPERATING TRSNF IN: SALES TAX	957,022	1,102,291	867,780	867,780	-234,511
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	11,176,481	11,549,551	10,392,633	10,382,273	-1,167,278
2100	RESIDUAL EQUITY TRANSFERS IN	238,091	238,091	0	0	-238,091
<b>CLASS: 21</b>	<b>RESIDUAL EQUITY TRANSFERS</b>	238,091	238,091	0	0	-238,091
0001	FUND BALANCE	0	5,045,357	4,970,965	4,970,965	-74,392
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	0	5,045,357	4,970,965	4,970,965	-74,392
<b>TYPE: R SUBTOTAL</b>		20,811,078	27,424,182	24,474,445	24,457,799	-2,966,383

# PUBLIC HEALTH

## Financial Information by Fund Type

FUND TYPE: 11 SPECIAL REVENUE FUND  
 DEPARTMENT: 40 HEALTH

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
3000	PERMANENT EMPLOYEES / ELECTED	5,125,509	5,829,595	4,880,675	4,871,666	-957,929
3001	TEMPORARY EMPLOYEES	202,564	390,400	171,700	171,700	-218,700
3002	OVERTIME	13,945	10,500	10,500	10,500	0
3003	STANDBY PAY	9,557	8,112	8,112	8,112	0
3004	OTHER COMPENSATION	46,070	91,000	43,100	43,100	-47,900
3005	TAHOE DIFFERENTIAL	37,856	50,280	35,220	35,220	-15,060
3006	BILINGUAL PAY	29,416	30,473	28,392	28,392	-2,081
3020	RETIREMENT EMPLOYER SHARE	1,010,920	1,312,853	994,342	994,342	-318,511
3022	MEDI CARE EMPLOYER SHARE	75,907	82,608	71,838	71,838	-10,770
3040	HEALTH INSURANCE EMPLOYER SHARE	793,698	958,944	796,737	796,737	-162,207
3041	UNEMPLOYMENT INSURANCE EMPLOYER	21,372	39,943	30,963	30,963	-8,980
3042	LONG TERM DISABILITY EMPLOYER SHARE	21,084	21,084	17,880	17,880	-3,204
3043	DEFERRED COMPENSATION EMPLOYER	20,707	19,845	15,536	15,536	-4,309
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	352,552	352,553	77,659	77,659	-274,894
3060	WORKERS' COMPENSATION EMPLOYER	109,431	109,432	86,926	86,926	-22,506
3080	FLEXIBLE BENEFITS	19,136	17,182	25,800	25,800	8,618
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>7,889,723</b>	<b>9,324,804</b>	<b>7,295,380</b>	<b>7,286,371</b>	<b>-2,038,433</b>
4040	TELEPHONE COMPANY VENDOR PAYMENTS	4,469	9,695	6,020	6,020	-3,675
4041	COUNTY PASS THRU TELEPHONE CHARGES	5,229	6,565	6,520	6,520	-45
4060	FOOD AND FOOD PRODUCTS	4,200	4,400	4,200	4,200	-200
4080	HOUSEHOLD EXPENSE	5,571	3,100	1,000	1,000	-2,100
4083	LAUNDRY	2,541	3,600	3,400	3,400	-200
4085	REFUSE DISPOSAL	8,299	13,000	5,000	5,000	-8,000
4086	JANITORIAL / CUSTODIAL SERVICES	5,833	5,400	5,400	5,400	0
4100	INSURANCE: PREMIUM	111,924	111,923	152,383	152,383	40,460
4101	INSURANCE: ADDITIONAL LIABILITY	116,000	116,000	145,000	145,000	29,000
4140	MAINT: EQUIPMENT	11,108	10,980	10,980	10,980	0
4141	MAINT: OFFICE EQUIPMENT	3,256	3,700	4,750	4,750	1,050
4143	MAINT: SERVICE CONTRACT	2,143	20,550	9,325	9,325	-11,225
4144	MAINT: COMPUTER	0	0	34,028	34,028	34,028
4180	MAINT: BUILDING & IMPROVEMENTS	13,685	17,100	16,100	16,100	-1,000
4200	MEDICAL, DENTAL & LABORATORY SUPPLIES	37,302	37,389	40,665	40,665	3,276
4201	MEDICAL: FIELD SUPPLY	55,933	67,330	51,630	51,630	-15,700
4220	MEMBERSHIPS	5,127	5,260	5,185	5,185	-75
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	9,621	9,700	12,800	12,800	3,100
4260	OFFICE EXPENSE	57,373	64,530	59,292	59,292	-5,238
4261	POSTAGE	14,358	18,271	18,670	18,670	399
4262	SOFTWARE	6,000	38,000	11,000	11,000	-27,000
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	5,360	7,255	4,925	4,925	-2,330
4264	BOOKS / MANUALS	3,620	8,870	4,485	4,485	-4,385
4266	PRINTING / DUPLICATING SERVICES	4,270	8,916	7,216	7,216	-1,700

# PUBLIC HEALTH

## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 40 HEALTH

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
4300	PROFESSIONAL & SPECIALIZED SERVICES	875,997	1,347,019	808,643	808,643	-538,376
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	4,206,353	4,414,160	4,051,421	4,051,421	-362,739
4327	EMS: HOSPITAL EMERG MEDICAL SERVICE	126,082	126,082	79,438	79,438	-46,644
4328	EMS: PHYSICIAN EMERG MEDICAL	292,521	292,521	184,296	184,296	-108,225
4351	JAIL MEDICAL OVERRUNS	110,000	455,000	300,000	300,000	-155,000
4400	PUBLICATION & LEGAL NOTICES	3,555	14,455	3,650	3,650	-10,805
4420	RENT & LEASE: EQUIPMENT	47,778	35,585	40,714	40,714	5,129
4421	RENT & LEASE: SECURITY SYSTEM	4,630	6,634	0	0	-6,634
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	137,475	156,669	141,304	141,304	-15,365
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	800	600	600	600	0
4461	EQUIP: MINOR	16,899	40,100	20,600	20,600	-19,500
4462	EQUIP: COMPUTER	19,264	65,600	23,100	23,100	-42,500
4500	SPECIAL DEPT EXPENSE	111,889	1,975,575	974,383	974,383	-1,001,192
4501	SPECIAL PROJECTS	64,328	156,061	66,926	66,926	-89,135
4502	EDUCATIONAL MATERIALS	7,124	8,923	9,366	9,366	443
4503	STAFF DEVELOPMENT	24,477	59,227	33,635	33,635	-25,592
4529	SOFTWARE LICENSE	56,671	57,513	26,180	26,180	-31,333
4600	TRANSPORTATION & TRAVEL	28,856	40,305	34,480	34,480	-5,825
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	55,098	53,316	58,552	58,552	5,236
4605	RENT & LEASE: VEHICLE	18,965	17,290	21,790	21,790	4,500
4606	FUEL PURCHASES	10,719	7,920	9,975	9,975	2,055
4620	UTILITIES	84,878	74,881	97,394	97,394	22,513
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>6,797,582</b>	<b>9,996,970</b>	<b>7,606,421</b>	<b>7,606,421</b>	<b>-2,390,549</b>
5000	SUPPORT & CARE OF PERSONS	4,159,868	4,216,087	4,183,355	4,183,355	-32,732
5300	INTERFND: SERVICE BETWEEN FUND TYPES	1,356,154	1,382,956	1,154,160	1,154,160	-228,796
5301	INTERFND: TELEPHONE EQUIPMENT &	73,415	76,300	68,201	68,201	-8,099
5304	INTERFND: MAIL SERVICE	11,564	11,564	6,823	6,823	-4,741
5305	INTERFND: STORES SUPPORT	8,365	8,366	5,701	5,701	-2,665
5306	INTERFND: CENTRAL DUPLICATING	22,941	17,784	26,650	26,650	8,866
5307	INTERFND: LEASE ADMINISTRATION FEE	4,599	4,599	4,600	4,600	1
5308	INTERFND: MAINFRAME SUPPORT	66,522	66,522	71,664	71,664	5,142
5316	INTERFND: IS PROGRAMMING SUPPORT	33,977	18,780	24,020	24,020	5,240
5318	INTERFND: MAINTENANCE BLDG & IMPRV	7,200	8,600	8,600	8,600	0
5320	INTERFND: NETWORK SUPPORT	165,099	165,099	147,329	147,329	-17,770
5322	INTERFND: PRIVACY/COMPLIANCE	4,073	4,073	4,500	4,500	427
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>5,913,777</b>	<b>5,980,730</b>	<b>5,705,603</b>	<b>5,705,603</b>	<b>-275,127</b>
6020	FIXED ASSET: BUILDING & IMPROVEMENTS	10,000	138,000	35,000	35,000	-103,000
6025	LEASEHOLD IMPROVEMENTS	0	40,000	10,000	10,000	-30,000
6040	FIXED ASSET: EQUIPMENT	8,000	28,000	10,000	10,000	-18,000
6041	FIXED ASSET: DATA PROCESS SYSTEM	0	100,000	0	0	-100,000
6042	FIXED ASSET: COMPUTER SYSTEM EQUIP	18,800	107,300	12,600	12,600	-94,700
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	<b>36,800</b>	<b>413,300</b>	<b>67,600</b>	<b>67,600</b>	<b>-345,700</b>
7250	INTRAFND: NOT GEN FUND / SAME FUND	27,632	20,000	41,000	41,000	21,000

# PUBLIC HEALTH

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## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 40 HEALTH

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
7254	INTRAFND: PUBLIC HEALTH	584,832	891,002	546,220	544,869	-346,133
7259	INTRAFND: PHD SRF	2,804,283	3,516,640	2,226,685	2,226,685	-1,289,955
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	3,416,747	4,427,642	2,813,905	2,812,554	-1,615,088
7384	INTRFND ABATEMENTS: PUBLIC HEALTH	-584,833	-891,002	-546,218	-544,867	346,135
7389	INTRFND ABATEMENTS: PHD SRF	-2,804,283	-3,516,640	-2,226,685	-2,226,685	1,289,955
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-3,389,116	-4,407,642	-2,772,903	-2,771,552	1,636,090
7700	APPROPRIATION FOR CONTINGENCIES	0	1,688,378	3,758,439	3,750,802	2,062,424
<b>CLASS: 77</b>	<b>APPROPRIATION FOR CONTINGENCIES</b>	0	1,688,378	3,758,439	3,750,802	2,062,424
<b>TYPE: E SUBTOTAL</b>		20,665,513	27,424,182	24,474,445	24,457,799	-2,966,383
<b>FUND TYPE: 11</b>	<b>SUBTOTAL</b>	-145,565	0	0	0	0

# PUBLIC HEALTH

## Financial Information by Fund Type

FUND TYPE: 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
 DEPARTMENT: 40 HEALTH

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
0100	PROP TAX: CURR SECURED	2,902,658	2,902,657	2,900,000	2,900,000	-2,657
0175	TAX: SPECIAL TAX	1,692,845	1,696,142	1,695,525	1,695,525	-617
<b>CLASS: 01 REV: TAXES</b>		4,595,503	4,598,799	4,595,525	4,595,525	-3,274
0360	PENALTY & COST DELINQUENT TAXES	15,000	15,000	15,000	15,000	0
<b>CLASS: 03 REV: FINE, FORFEITURE &amp; PENALTIES</b>		15,000	15,000	15,000	15,000	0
0400	REV: INTEREST	162,637	330,000	161,000	161,000	-169,000
<b>CLASS: 04 REV: USE OF MONEY &amp; PROPERTY</b>		162,637	330,000	161,000	161,000	-169,000
0820	ST: HOMEOWNER PROP TAX RELIEF	29,000	29,000	29,000	29,000	0
<b>CLASS: 05 REV: STATE INTERGOVERNMENTAL</b>		29,000	29,000	29,000	29,000	0
1200	REV: OTHER GOVERNMENTAL AGENCIES	0	517,120	517,120	517,120	0
<b>CLASS: 12 REV: OTHER GOVERNMENTAL</b>		0	517,120	517,120	517,120	0
1310	SPECIAL ASSESSMENTS	572,208	572,208	572,000	572,000	-208
1686	AMBULANCE SERVICES	6,927,568	6,908,000	6,912,000	6,912,000	4,000
1800	INTERFND REV: SERVICE BETWEEN FUND	16,608	16,300	10,000	10,000	-6,300
<b>CLASS: 13 REV: CHARGE FOR SERVICES</b>		7,516,384	7,496,508	7,494,000	7,494,000	-2,508
1940	MISC: REVENUE	922,900	922,900	496,525	496,525	-426,375
<b>CLASS: 19 REV: MISCELLANEOUS</b>		922,900	922,900	496,525	496,525	-426,375
0001	FUND BALANCE	0	6,448,780	5,581,594	5,581,594	-867,186
<b>CLASS: 22 FUND BALANCE</b>		0	6,448,780	5,581,594	5,581,594	-867,186
<b>TYPE: R SUBTOTAL</b>		13,241,424	20,358,107	18,889,764	18,889,764	-1,468,343

# PUBLIC HEALTH

## Financial Information by Fund Type

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 40 HEALTH

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	39,710	41,269	42,167	42,167	898
3020	RETIREMENT EMPLOYER SHARE	7,949	8,339	8,455	8,455	116
3022	MEDI CARE EMPLOYER SHARE	560	598	611	611	13
3040	HEALTH INSURANCE EMPLOYER SHARE	8,538	8,973	9,459	9,459	486
3041	UNEMPLOYMENT INSURANCE EMPLOYER	200	225	225	225	0
3042	LONG TERM DISABILITY EMPLOYER SHARE	149	149	152	152	3
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	2,119	2,119	563	563	-1,556
3060	WORKERS' COMPENSATION EMPLOYER	304	304	318	318	14
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	59,529	61,976	61,950	61,950	-26
4041	COUNTY PASS THRU TELEPHONE CHARGES	132	150	150	150	0
4086	JANITORIAL / CUSTODIAL SERVICES	108	250	250	250	0
4100	INSURANCE: PREMIUM	222	222	436	436	214
4143	MAINT: SERVICE CONTRACT	32	0	34	34	34
4220	MEMBERSHIPS	0	0	900	900	900
4260	OFFICE EXPENSE	1,000	1,000	500	500	-500
4261	POSTAGE	3,005	5,000	3,500	3,500	-1,500
4266	PRINTING / DUPLICATING SERVICES	8,500	8,500	8,500	8,500	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	13,956,343	13,654,870	13,610,715	13,610,715	-44,155
4400	PUBLICATION & LEGAL NOTICES	64	125	125	125	0
4420	RENT & LEASE: EQUIPMENT	0	600	600	600	0
4421	RENT & LEASE: SECURITY SYSTEM	20	43	0	0	-43
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	4,475	2,684	4,820	4,820	2,136
4462	EQUIP: COMPUTER	0	0	1,400	1,400	1,400
4500	SPECIAL DEPT EXPENSE	2,000	2,646,038	2,000	2,000	-2,644,038
4501	SPECIAL PROJECTS	0	0	1,442,696	1,442,696	1,442,696
4529	SOFTWARE LICENSE	180	180	440	440	260
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	200	200	200	200	0
4605	RENT & LEASE: VEHICLE	300	300	300	300	0
4606	FUEL PURCHASES	100	100	100	100	0
4620	UTILITIES	597	597	1,201	1,201	604
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	13,977,278	16,320,859	15,078,867	15,078,867	-1,241,992
5300	INTERFND: SERVICE BETWEEN FUND TYPES	21,525	21,892	21,889	21,889	-3
5301	INTERFND: TELEPHONE EQUIPMENT &	6,576	4,900	6,700	6,700	1,800
5302	INTERFND: RADIO EQUIPMENT & SUPPORT	21,900	21,900	21,900	21,900	0
5304	INTERFND: MAIL SERVICE	394	394	1,775	1,775	1,381
5305	INTERFND: STORES SUPPORT	65	65	54	54	-11
5306	INTERFND: CENTRAL DUPLICATING	50	50	50	50	0
5307	INTERFND: LEASE ADMINISTRATION FEE	73	72	200	200	128
5308	INTERFND: MAINFRAME SUPPORT	386	386	682	682	296
5310	INTERFND: COUNTY COUNSEL	6,044	3,500	10,500	10,500	7,000
5320	INTERFND: NETWORK SUPPORT	751	751	2,410	2,410	1,659

# PUBLIC HEALTH

## Financial Information by Fund Type

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 40 HEALTH

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
5321	INTERFND: COLLECTIONS	4,036	0	0	0	0
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	61,800	53,910	66,160	66,160	12,250
7250	INTRAFND: NOT GEN FUND / SAME FUND	3,500	2,660	2,940	2,940	280
7259	INTRAFND: PHD SRF	523,025	484,977	543,834	543,834	58,857
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	526,525	487,637	546,774	546,774	59,137
7380	INTRFND ABATEMENTS: NOT GENERAL	-3,500	-2,660	-2,940	-2,940	-280
7389	INTRFND ABATEMENTS: PHD SRF	-523,025	-484,977	-543,835	-543,835	-58,858
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-526,525	-487,637	-546,775	-546,775	-59,138
7700	APPROPRIATION FOR CONTINGENCIES	0	3,921,362	3,682,788	3,682,788	-238,574
<b>CLASS: 77</b>	<b>APPROPRIATION FOR CONTINGENCIES</b>	0	3,921,362	3,682,788	3,682,788	-238,574
<b>TYPE: E SUBTOTAL</b>		14,098,607	20,358,107	18,889,764	18,889,764	-1,468,343
<b>FUND TYPE: 12</b>	<b>SUBTOTAL</b>	857,183	0	0	0	0
<b>DEPARTMENT: 40</b>	<b>SUBTOTAL</b>	2,035,444	1,382,720	1,288,114	1,258,732	-123,988

## PUBLIC HEALTH

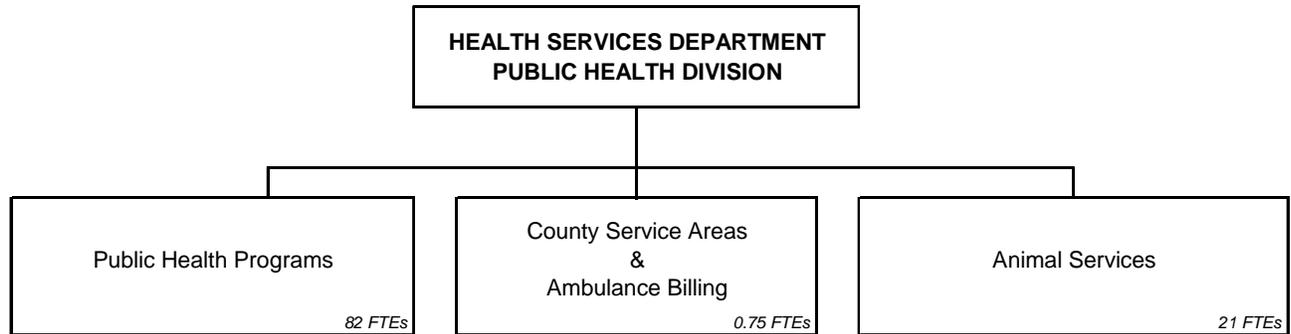
### Personnel Allocations

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Director of Health Services	0.54	0.54	0.54	0.00
Accountant I/II	3.00	3.00	3.00	0.00
Administrative Technician	2.00	2.00	2.00	0.00
Alcohol and Drug Program Division Mgr	1.00	1.00	1.00	0.00
Animal Control Officer I/II	8.00	8.00	8.00	0.00
Assistant Director of Public Health	1.00	1.00	1.00	0.00
Chief Animal Control Officer	1.00	1.00	1.00	0.00
Chief Fiscal Officer	0.54	0.54	0.54	0.00
Community Health Advocate	1.00	1.00	1.00	0.00
Community Public Health Nursing Div Mgr	1.00	1.00	1.00	0.00
Department Analyst I/II	5.00	5.00	5.00	0.00
Disease Investigation & Control Specialist I/II	1.00	1.00	1.00	0.00
EMS Agency Administrator	1.00	1.00	1.00	0.00
EMS Agency Medical Director	0.50	0.50	0.50	0.00
Epidemiologist	1.00	1.00	1.00	0.00
Executive Assistant	0.54	0.54	0.54	0.00
Fiscal Administrative Manager	1.00	1.00	1.00	0.00
Fiscal Technician	2.00	2.00	2.00	0.00
Health Education Coordinator	10.00	10.00	10.00	0.00
Health Program Manager	0.58	0.58	0.58	0.00
Health Program Specialist	8.00	8.00	8.00	0.00
Health Promotions Division Manager	1.00	1.00	1.00	0.00
Information Technology Department Coordinator	0.00	0.15	0.15	0.15
Kennel Attendant	4.00	4.00	4.00	0.00
Kennel Supervisor	1.00	1.00	1.00	0.00
Medical Office Assistant I/II	6.80	6.80	6.80	0.00
Medical Services Coordinator	1.00	1.00	1.00	0.00
Occupational/Physical Therapist	3.35	3.35	3.35	0.00
Office Assistant I/II	1.00	1.00	1.00	0.00
Program Assistant	2.00	1.85	1.85	(0.15)
Program Manager	1.00	1.00	1.00	0.00
Public Health Laboratory Director	1.00	1.00	1.00	0.00
Public Health Microbiologist	1.00	1.00	1.00	0.00
Public Health Nurse I/II	9.90	9.90	9.90	0.00
Public Health Officer	1.00	1.00	1.00	0.00
Public Services Assistant	3.00	3.00	3.00	0.00
Quality Improvement Coordinator	0.50	0.50	0.50	0.00
Sr. Accountant	1.00	1.00	1.00	0.00
Sr. Animal Control Officer	1.00	1.00	1.00	0.00
Sr. Department Analyst	0.60	0.60	0.60	0.00
Sr. Information Technology Dept Coordinator	1.00	1.00	1.00	0.00
Sr. Licensed Vocational Nurse	1.00	1.00	1.00	0.00
Sr. Office Assistant	3.30	3.30	3.30	0.00
Supervising Animal Control Officer	2.00	2.00	2.00	0.00
Supervising Health Education Coordinator	4.00	4.00	4.00	0.00
Supervising Occupational/Physical Therapist	0.60	0.60	0.60	0.00
Supervising Public Health Nurse	2.00	2.00	2.00	0.00
<b>Division Total</b>	<b>103.75</b>	<b>103.75</b>	<b>103.75</b>	<b>0.00</b>

Note: Total Health Services Department allocation is 194 FTE. Mental Health Division positions are shown in the Mental Health section of the Proposed Budget Book.

# PUBLIC HEALTH

## Organization Chart



Director of Health Services	0.54	Accountant I/II	0.25	Chief Animal Contr Offcr	1.00
Accountant I/II	2.75	Admin Tech	<u>0.50</u>	Animal Control Officer I/II	8.00
Administrative Technician	1.50		0.75	Health Program Specialist	1.00
Health Program Specialist	7.00			Kennel Attendant	4.00
Alcohol and Drug Prog Div Mgr	1.00			Kennel Supervisor	1.00
Asst Director of Public Health	1.00			Public Services Asst	3.00
Chief Fiscal Officer	0.54			Sr. Anim Control Offcr	1.00
Community Health Advocate	1.00			Supv Anim Control Offcr	<u>2.00</u>
Community PH Nursing Div Mgr	1.00				21.00
Department Analyst I/II	5.00				
Disease Inv & Control Spec I/II	1.00				
EMS Agency Administrator	1.00				
EMS Agency Medical Director	0.50				
Epidemiologist	1.00				
Executive Assistant	0.54				
Fiscal Administrative Manager	1.00				
Fiscal Technician	2.00				
Health Education Coordinator	10.00				
Health Program Manager	0.58				
Health Promotions Div Mgr	1.00				
IT Department Coordinator	0.15				
Medical Office Assistant I/II	6.80				
Medical Services Coordinator	1.00				
Occupl/Physical Therapist	3.35				
Office Assistant I/II	1.00				
Program Assistant	1.85				
Program Manager	1.00				
Public Health Lab Director	1.00				
Public Health Microbiologist	1.00				
Public Health Nurse I/II	9.90				
Public Health Officer	1.00				
Quality Improvement Coord	0.50				
Sr. Accountant	1.00				
Sr. Department Analyst	0.60				
Sr. IT Dept Coordinator	1.00				
Sr. Licensed Voc Nurse	1.00				
Sr. Office Assistant	3.30				
Supv Health Education Coord	4.00				
Supv Occ/Physical Therapist	0.60				
Supv Public Health Nurse	<u>2.00</u>				
	82.00				

**Total FTEs = 103.75**

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## PUBLIC HEALTH

### Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	4,377,024	4,987,705	5,513,425	5,420,413	5,546,744
Benefits	1,114,361	1,373,542	1,620,081	2,086,492	2,515,887
Services & Supplies	11,200,923	12,904,249	15,645,028	14,400,960	16,867,042
Other Charges	4,541,928	5,053,702	5,271,530	5,392,525	5,454,262
Fixed Assets	401,085	714,295	504,084	46,298	66,701
Operating Transfers	-	1,027,849	45,242	-	42,320
Intrafund Transfers	(21,177)	12,375	50,761	56,661	240,649
Contingency	-	-	-	-	-
<b>Total Appropriations</b>	<b>21,614,144</b>	<b>26,073,717</b>	<b>28,650,151</b>	<b>27,403,349</b>	<b>30,733,605</b>
Taxes	2,702,671	3,366,238	3,597,779	3,836,781	3,986,648
Licenses, Permits	308,588	304,434	290,034	288,467	154,979
Fines, Forfeitures	271,508	183,212	278,435	263,178	190,875
Use of Money	131,888	182,029	101,570	70,263	96,968
State	4,213,866	7,100,985	6,923,954	6,206,119	3,010,999
Federal	2,100,616	1,896,429	2,449,904	2,902,225	3,332,945
Other Governmental	257,178	287,499	242,777	195,770	555,395
Charges for Service	6,819,542	6,934,562	8,103,598	8,299,260	8,457,050
Misc.	160,111	165,600	240,278	161,666	485,175
Other Financing Sources	6,117,556	6,351,344	6,286,043	6,020,611	9,309,983
Use of Fund Balance	-	-	-	-	-
<b>Total Revenue</b>	<b>23,083,524</b>	<b>26,772,332</b>	<b>28,514,372</b>	<b>28,244,340</b>	<b>29,581,017</b>
<b>NCC - Animal Services</b>	<b>441,600</b>	<b>1,505,986</b>	<b>581,145</b>	<b>622,028</b>	<b>691,212</b>
<b>General Fund Contribution</b>	<b>552,020</b>	<b>588,847</b>	<b>587,272</b>	<b>605,457</b>	<b>1,257,604</b>
<b>FTE's</b>	<b>120</b>	<b>136</b>	<b>143</b>	<b>134</b>	<b>140</b>
<b>Fund Balance</b>					
Public Health	1,951,326	3,000,696	3,682,142	4,918,833	5,769,677
CSA 3	1,183,566	1,134,182	1,207,091	1,136,159	919,217
CSA 7	2,670,045	3,521,142	3,424,655	4,011,500	2,390,621

## PUBLIC HEALTH

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	6,613,383	7,311,166	7,366,116	6,422,446	6,057,739
Benefits	3,024,772	3,037,755	3,118,174	2,921,602	2,614,110
Services & Supplies	17,917,266	16,030,781	18,652,499	21,465,908	23,397,013
Other Charges	5,946,090	5,598,669	5,846,371	6,268,285	6,050,468
Fixed Assets	51,460	121,936	155,129	38,800	75,600
Operating Transfers	1,625,510	110,795	340,159	-	-
Intrafund Transfers	251,895	63,565	119,713	110,029	121,207
Contingency	-	-	-	-	7,433,590
<b>Total Appropriations</b>	<b>35,430,376</b>	<b>32,274,667</b>	<b>35,598,161</b>	<b>37,227,070</b>	<b>45,749,727</b>
Taxes	4,419,651	4,834,010	5,020,210	4,595,503	4,595,525
Licenses, Permits	238,469	247,811	328,479	355,050	364,750
Fines, Forfeitures	31,828	33,108	483,468	532,228	488,533
Use of Money	217,999	306,766	374,481	186,490	111,000
State	2,127,446	2,576,187	3,312,862	3,288,221	3,224,595
Federal	3,428,411	2,877,646	3,613,043	4,047,477	3,552,248
Other Governmental	946,494	307,125	365,454	461,346	1,086,232
Charges for Service	9,056,404	7,912,622	8,128,159	8,650,933	8,517,813
Misc.	400,923	653,726	655,958	1,406,857	1,402,997
Other Financing Sources	12,317,305	12,579,619	13,940,472	11,667,521	10,594,743
Use of Fund Balance	-	-	-	-	10,552,559
<b>Total Revenue</b>	<b>33,184,930</b>	<b>32,328,620</b>	<b>36,222,586</b>	<b>35,191,626</b>	<b>44,490,995</b>
<b>NCC - Animal Services</b>	<b>723,928</b>	<b>1,358,074</b>	<b>1,897,912</b>	<b>2,035,444</b>	<b>1,258,732</b>
<b>General Fund Contribution</b>	<b>2,699,796</b>	<b>3,785,672</b>	<b>3,595,666</b>	<b>3,942,975</b>	<b>4,031,013</b>
<b>FTE's</b>	<b>150</b>	<b>151</b>	<b>145</b>	<b>126</b>	<b>104</b>
<b>Fund Balance</b>					
Public Health	4,358,614	3,248,214	5,045,512	4,970,965	4,970,965
CSA 3	909,176	1,133,851	1,273,879	893,600	893,600
CSA 7	2,292,101	4,589,888	5,174,900	4,687,994	4,687,994

## PUBLIC HEALTH

10 Year Variance		
	\$ Change	% Change
Salaries	1,680,715	38%
Benefits	1,499,749	135%
Services & Supplies	12,196,090	109%
Other Charges	1,508,540	33%
Fixed Assets	(325,485)	-81%
Operating Transfers	-	N/A
Intrafund Transfers	142,384	-672%
<b>Total Appropriations</b>	<b>24,135,583</b>	<b>112%</b>
Taxes	1,892,854	70%
Licenses, Permits	56,162	18%
Fines, Forfeitures	217,025	80%
Use of Money	(20,888)	-16%
State	(989,271)	-23%
Federal	1,451,632	69%
Other Governmental	829,054	322%
Charges for Service	1,698,271	25%
Misc.	1,242,886	776%
Other Financing Sources	4,477,187	73%
Fund Balance	10,552,559	N/A
<b>Total Revenue</b>	<b>21,407,471</b>	<b>93%</b>
<b>NCC</b>	<b>817,132</b>	<b>185%</b>
<b>General Fund Contribution</b>	<b>3,478,993</b>	<b>630%</b>
<b>FTE's</b>	<b>(16)</b>	<b>-13%</b>

### Notes

FY 2005-06 - Jail and Juvenile Hall medical expenses (CFMG contract) added to Public Health budget and funded via General Fund contribution. Previously went through the Sheriff as a Net County Cost. Countywide A87 charges (approx. \$500K) were billed to Public Health beginning this fiscal year.

FY 2006-07 - EMS agency costs shifted from CSA's to General Fund. Approximately \$600K

Jail and Juvenile medical expenses have steadily increased from \$1.9M in FY 2005-06 to \$2.9M in the FY 2009-10 Proposed Budget.

# MENTAL HEALTH

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## Mission

The El Dorado County Health Services Department – Mental Health Division strives to alleviate the suffering of mental illness by providing recovery-oriented, client-centered, culturally competent treatment services in collaboration with clients, families, and community partners. The Division seeks to eliminate disparities in service access and to reduce the stigma associated with mental illness while offering the highest quality behavioral healthcare to improve the community's health and safety, to strengthen individuals' resilience, and to promote restoration of healthy families.

## Program Summaries

### Traditional Programs

**Positions: 59.12 FTE**

**Extra Help: \$425,234**

**Overtime: \$88,733**

**Total Appropriations: \$10,794,333**

**Total Revenues: \$10,772,823**

**General Fund Contributions: \$21,510**

**Furlough Value: \$154,816**

The Mental Health Division's traditional programs include mandated and/or core programs that existed prior to the passage of the MHSA in November 2004. The County General Fund contributions represent required General Fund cash matches to support mandated services.

Primary traditional programs include:

- Utilization Review/Quality Improvement – ensures timely and appropriate access to services and compliance with Federal and State regulations, as well as quality improvement efforts, staff development programs, and clinical program evaluation.
- Psychiatric Health Facility (PHF) – operates as a licensed, ten-bed, 24-hour, adult residential treatment facility providing inpatient services for persons requiring intensive psychiatric care, many of whom are involuntarily hospitalized. Although El Dorado County residents receive first priority for required admissions, the Division contracts with several other counties to provide their residents with inpatient care on an as needed, as available basis.
- Psychiatric Emergency Services (PES) – ensures 24/7/365 services on both slopes of the County to respond to psychiatric crises, provide referrals for follow-up services and, when necessary, detain and admit individuals to a psychiatric hospital.
- Institutional and Residential Care – involves appropriate placement and care of seriously mentally ill adults and seriously emotionally disturbed children when required based on the level of severity of their illness/disturbance.
- Outpatient Mental Health Services for Adults – provides for initial mental health assessments for new clients, as well as mental health services for severely mentally ill adults who typically require medication stabilization, and who may benefit from group treatment and/or brief, goal-directed counseling.
- Outpatient Mental Health Services for Children – provides a variety of therapeutic interventions for severely emotionally disturbed children, including assessments, treatment at the County's juvenile detention facilities, consultation with schools, other

## MENTAL HEALTH

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community partners, and families. Note that mental health services required to increase the likelihood of a child's success in school are mandated by AB 3632, Chapter 26.5 and services to seriously emotionally disturbed children are mandated under provisions of the State and Federal Early and Periodic Screening, Diagnosis, and Treatment (EPSDT) program.

Extra help staff and overtime is in support of traditional programs primarily to ensure mandatory levels of services at the PHF, as well as to ensure availability of after-hours and on-call psychiatric emergency services. Extra help staff are sometimes used to provide other intermittent, mental health services, often when after-hours or weekend work is necessary.

### **MHSA Programs**

**Positions: 31.13 FTE**

**Extra Help: \$276,641**

**Overtime: \$70,866**

**Total Appropriations: \$6,407,508**

**General Fund Contributions: \$0**

**Furlough Value: \$91,899**

In November 2004, California voters passed Proposition 63, now known as the Mental Health Services Act (MHSA). The Division's MHSA programs are designed to reduce disparity in service access and promote mental health wellness and recovery by providing effective mental health interventions and critical supportive services to seriously mentally ill individuals, often those previously underserved or un-served. MHSA programs are designed to engage clients, and sometime other supportive individuals, in playing a significant role in formulating client recovery plans. Community participation is also a key element of creating and monitoring our MHSA programs. MHSA funds cannot be used to supplant other funds, specifically Realignment, for programs that were in existence in 2004 when the Act was passed; however, MHSA funds can be used for expansion of traditional programs.

Primary MHSA programs for the upcoming year include:

- Youth and Family Strengthening – provides wraparound services for Medi-Cal youth at risk for out-of-home placement (but ineligible for SB163 Wrap), plus a variety of programs and services employing evidence-based practices, such as Incredible Years, Aggression Replacement Treatment, and Trauma-Focused Cognitive Behavioral Therapy. High-risk youth about to be released from the County's juvenile detention facilities (and their families) will also be offered mental health, addiction, and other specialized transition services to reduce recidivism and promote family reunification.
- Adult Wellness and Recovery Services – integrates a variety of available services and supports for seriously mentally ill adults, based on the type and level of service required for each individual. Services range from outreach and engagement (to reach homeless individuals and other high-risk populations), to diversified wellness and recovery strategies (including life skills training, groups, medication management, etc.), to full service partnerships (ensuring highly individualized, community-based intensive case management via the evidence-based practice of Assertive Community Treatment). Some individuals served may be Behavioral Health Court clients. Full service partnership clients may be eligible for limited transitional housing beds and/or housing subsidies.
- Crisis Residential Treatment (CRT) Facility – operates as a licensed, six-bed, 24-hour, adult residential treatment facility providing brief (normally less than 30 days) crisis

## MENTAL HEALTH

stabilization or resolution services on a voluntary basis. Services may include assessment, medication stabilization, individual, family, and group counseling, life skills training, and community integration activities, while under 24/7 clinical supervision.

- Health Disparities Initiative – provides culturally-specific outreach and engagement services, through contract providers, to the Latino and Native American populations.
- Workforce Education and Training (WET) – supports activities intended to remedy the shortage of qualified individuals to provide mental health services, as well as activities designed to assist in the transformation of current service delivery.
- Prevention and Early Intervention (PEI) – promotes services aimed at preventing mental illness from becoming severe and debilitating. Specific PEI plans are currently being formulated in coordination with community partners.

Extra help staff and overtime is in support of MHSA programs primarily to ensure mandatory levels of services at the CRT. Extra help staff are sometimes used to provide other intermittent, mental health services, often when after-hours or weekend work is necessary.

### Financial Charts

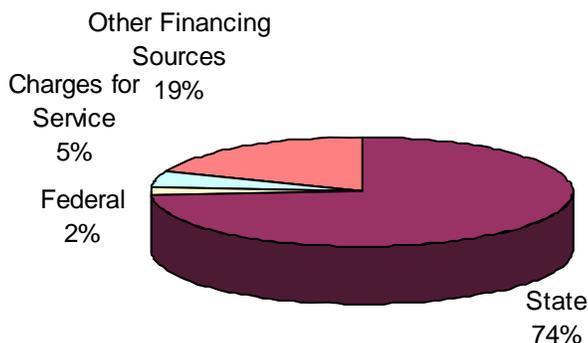
#### Source of Funds

Revenue from Use of Money and Property (-\$3,288): Net of Interest income from the Mental Health Services Act (MHSA) (\$56,711) and interest expense (-\$59,999) due to delayed revenue receipts in the traditional Mental Health programs.

State Intergovernmental (\$12,776,905): Primarily comprised of the following Public Assistance Programs sources:

- Mental Health Services Act (MHSA) (\$5,345,700)
- Medi-Cal (\$3,556,001)
- Early and Periodic Screening, Diagnosis and Treatment (EPSDT) (\$1,382,341)
- State Managed Care (\$787,845)
- Medi-Cal Administration (\$562,168)
- AB3632 Allocation (\$428,702)
- Utilization Review (\$360,710)
- Medi-Cal Administrative Activities (MAA) (\$44,978)

Medi-Cal is assumed at the prior 50% Federal Financial Participation level rather than the increased rate of 61.59% as provided by the Federal Stimulus Package.



## MENTAL HEALTH

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Federal Intergovernmental (\$328,761): Includes Substance Abuse and Mental Health Services Administration (SAMHSA) (\$136,063), Department of Rehabilitation (DOR) (\$81,373), Individuals with Disabilities Education Act (IDEA) (\$78,388), and Projects for Assistance in Transition from Homelessness (PATH) fund (\$32,937).

Charges for Services (\$809,535) primarily comprised of:

- Mental Health Services (\$743,038): Predominantly revenues from the Psychiatric Health Facility (PHF) (\$497,996), Insurance and Private Payors (\$122,566), and Healthy Families (\$120,000).
- Interfund Revenue (\$55,497): Includes Supportive and Therapeutic Options Program (STOP) (\$29,414) and California Work Opportunity and Responsibility for Kids Act (CalWORKs) (\$26,083), both of which are transferred from Department of Human Services.
- Other Charges for Services (\$11,000): Includes PHF – transportation (\$6,000) and Black Oak Mine Union School District (\$5,000).

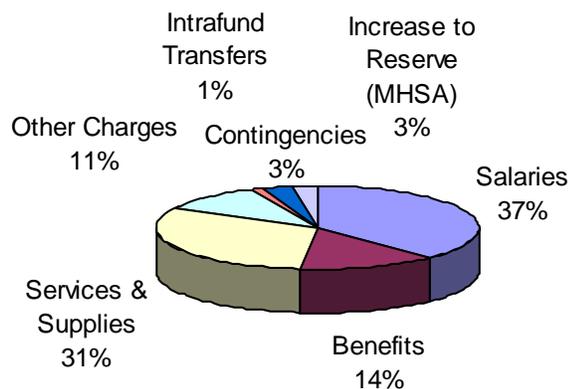
Miscellaneous (\$39,908): Includes Institutions for Mental Disease (IMD) Supplemental Security Insurance payments and rent reimbursements.

Other Financing Sources (\$3,250,019): Primarily comprised of realignment – sales tax (\$2,245,951) and realignment – Vehicle License Fee (VLF) (\$891,468), VLF Collections (\$66,131), General Fund State Local Program Realignment (SLPR) match (\$16,510), and General Fund contribution for children’s group home patch costs (\$5,000).

### Use of Funds

Salaries & Benefits (\$9,076,155): Primarily comprised of regular staff (\$8,117,481), temporary help (\$701,875), overtime (\$159,599), and other compensation (\$97,200).

Services & Supplies (\$5,404,050): Primarily comprised of payments to contract providers for mental health services and supports (\$3,638,724), facility rents, utilities and janitorial costs (\$593,045), MHSA operating reserve (\$379,980) software licensing (\$214,033), liability insurance (\$150,394), medical//household/food expenses primarily for the Psychiatric Health Facility (\$133,912), vehicle and fuel costs (\$120,804), general office support and phone costs (\$111,260) and MHSA funded staff development (\$51,306).



Other Charges (\$1,899,723):

## MENTAL HEALTH

- Includes Support and Care of Persons (\$883,498) comprised mostly of payments to contract providers for institutional and residential housing and supports (\$665,000) and ancillary services and expenses (\$168,298).
- Interfund Transfers (\$1,016,225): Primarily includes A-87 costs (\$519,868), cost applied charges from other departments (\$424,357) for telephone costs, mail service, stores support, central duplicating; IT charges for mainframe, PC, programming and network support; and administrative fees for the Public Guardian LPS conservatorship program (\$60,000).

Fixed Assets (\$7,000): Includes an air conditioner unit for the server room in Placerville (\$4,000) and replacement of a 2-door commercial refrigerator for the PHF/Crisis Residential Treatment Facility (CRT) (\$3,000).

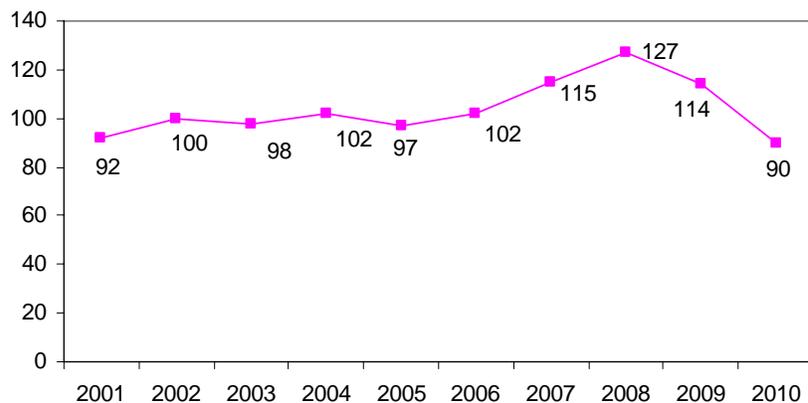
Intrafund Transfers and Abatements (-\$178,502): Primarily comprised of reimbursement from other departments for services provided by Mental Health, specifically SB163 Wraparound transfer from the Department of Human Services (-\$172,000), a transfer from the Public Health Division Tobacco Fund (-\$11,000), and a transfer to the Department of Human Services for MAA Administrative activities (\$4,498).

Appropriations for Contingencies (\$547,865): Estimated unspent MHSA funds from FY 2008-09 to be appropriated for specific program expenses in the final budget process.

Reserves (\$445,550): Additional contribution from MHSA funds to meet the MHSA prudent reserve requirement of 50% of the annual MHSA allocation.

### Staffing Trend

Staffing for the Mental Health programs over the past ten years has varied due to program requirements and funding changes. Staffing levels were at 92 FTE in FY 2000-01 and increased to a high of 127 FTE in FY 2007-08, primarily due to new MHSA revenues and programs. In the last two fiscal years, staffing has been significantly reduced due to funding constraints in the traditional Mental Health program areas. The proposed staff allocation for FY 2009-10 is at a 10-year low of 90.25 FTE with 81.66 FTEs on the West Slope and 8.6 FTEs at South Lake Tahoe, and 59.12 FTEs are in Mental Health Traditional programs and 31.13 FTEs in MHSA programs.



# MENTAL HEALTH

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## Chief Administrative Office Comments

The total Proposed Budget for the Mental Health Division is \$17,201,840 with a General Fund contribution of \$21,510 for County match requirements. The FY 2009-10 budget is approximately \$2.5 million less than FY 2008-09 budget and reflects full-year savings for staff reductions and other operational reductions made in FY 2008-09.

In October 2008 the Mental Health Department was merged with Public Health and became a division of the new Health Services Department. Since that time, the Mental Health Division has been focused on implementing the fiscal and programmatic strategies outlined to the Board during the final budget hearing process in 2008. Those strategies include:

- Focus on mandated and contractually obligated services
- Establish service priorities to fit within available revenues (Medi-Cal and realignment)
- Address fiscal constraints including unfunded mandates and declining realignment dollars
- Redesign service delivery models to maximize MHSA funding
- Transition from traditional clinical/institutional model to a wellness and recovery-oriented community model for improved productivity and treatment outcome
- Focus on children's and family services (receiving higher Medi-Cal reimbursement) and maximize revenues from more fully funded sources such as MHSA
- Streamline service delivery and eliminate duplication of support services in the traditional and MHSA programs
- Implement sound cost accounting and billing systems to ensure revenue optimization and meet all reporting requirements

Progress has been made in many areas however implementation efforts have required more time than originally anticipated. The new Health Services Department leadership team came on board in October 2008. Transitioning service delivery to MHSA approved models has required development and approval of an amended MHSA plan and reassessment of hundreds of Mental Health clients to ensure enrollment in appropriate services. Additionally, the Division incurred significant staff reductions during FY 2008-09 that have impacted the timeframe for transition efforts. The Division has also been intensely focused on improving its cost accounting systems, fully implementing the new electronic billing system, and generally improving internal controls and business practices with a goal of financial stability and sustainability. These new systems and controls will ensure that expenses are accurately recorded to programs and that billings are generated in a timely manner.

The Department has submitted a balanced budget for FY 2009-10 based on the most recent revenue and expenditure trends under the new service delivery model and cost tracking systems. Declining realignment revenues pose a significant challenge for Mental Health programs that rely on that funding source to cover unfunded mandated programs (i.e. mandated services to children/AB3632 and Mental Health Services in Juvenile Halls). The Department is also challenged by ongoing cash flow issues due in part to the significant delays in payment from State funding sources. Improvements to accounting and billing practices will help ensure

# MENTAL HEALTH

that billings are generated in a timely manner however payment deferrals and delays from the State are anticipated to continue.

The Department is continuing to evaluate staffing needs under the new consolidated structure and is requesting two staffing changes at this time. Implementation of adequate cost accounting and billing systems is critical for the Mental Health Division's financial solvency. The Department is requesting the addition of one IT Department Coordinator (0.85 FTE in Mental Health and 0.15 FTE in Public Health) to be offset by the deletion of vacant part time allocations for a Program Assistant, Sr. Fiscal Assistant and Medical Records Technician. Under the Direction of the Department's Chief Financial Officer, the IT position will be responsible for the continued development and implementation of the new cost accounting system and will also support the Medi-Cal billing system, including the implementation of the clinical work station application. The other requested change is an add/delete of an Administrative Services Officer (add) and Sr. Department Analyst (delete) for the Division's Budget and Fiscal Unit. This position would provide direct oversight and supervision of budget and fiscal staff, allowing the Chief Financial Officer to focus on core strategic and operational planning responsibilities. These changes result in no net change to the Department's total personnel allocation.

## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 41 MENTAL HEALTH

		CURRENT YR	CAO			
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	DIFFERENCE
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0400	REV: INTEREST	-21,904	135,613	-3,288	-3,288	-138,901
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	-21,904	135,613	-3,288	-3,288	-138,901
0660	ST: MENTAL HEALTH	1,069,016	1,115,789	1,216,547	1,216,547	100,758
0661	ST: MH SALES TAX REALIGNMENT	0	1,791,378	0	0	-1,791,378
0662	ST: MENTAL HEALTH - MEDI CAL	6,170,376	5,336,811	6,214,658	6,214,658	877,847
0663	ST: MENATL HEALTH PROPOSITION 63	3,907,900	5,018,894	5,345,700	5,345,700	326,806
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	11,147,292	13,262,872	12,776,905	12,776,905	-485,967
1100	FED: OTHER	323,723	322,366	328,761	328,761	6,395
<b>CLASS: 10</b>	<b>REV: FEDERAL INTERGOVERNMENTAL</b>	323,723	322,366	328,761	328,761	6,395
1640	MENTAL HEALTH SERVICES	707,577	1,132,000	743,038	743,038	-388,962
1740	CHARGES FOR SERVICES	77,885	10,000	11,000	11,000	1,000
1742	MISC: COPY FEES	200	200	0	0	-200
1819	INTERFND REV: MENTAL HEALTH SERVICES	55,630	69,644	55,497	55,497	-14,147
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	841,291	1,211,844	809,535	809,535	-402,309
1940	MISC: REVENUE	3,325	75,000	0	0	-75,000
1942	MISC: REIMBURSEMENT	45,521	100,000	39,908	39,908	-60,092
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	48,846	175,000	39,908	39,908	-135,092
2020	OPERATING TRANSFERS IN	74,252	112,600	46,469	46,469	-66,131
2021	OPERATING TRANSFERS IN: VEHICLE LICENSE	1,105,104	1,130,973	957,599	957,599	-173,374
2027	OPERATING TRSNF IN: SALES TAX	2,485,843	2,680,934	2,245,951	2,245,951	-434,983
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	3,665,199	3,924,507	3,250,019	3,250,019	-674,488
0001	FUND BALANCE	1,681,291	620,003	0	0	-620,003
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	1,681,291	620,003	0	0	-620,003
<b>TYPE: R SUBTOTAL</b>		17,685,738	19,652,205	17,201,840	17,201,840	-2,450,365

# MENTAL HEALTH

## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 41 MENTAL HEALTH

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	5,942,973	6,282,714	5,536,872	5,536,872	-745,842
3001	TEMPORARY EMPLOYEES	918,320	748,499	701,875	701,875	-46,624
3002	OVERTIME	186,439	128,520	159,599	159,599	31,079
3003	STANDBY PAY	79,158	83,600	75,532	75,532	-8,068
3004	OTHER COMPENSATION	92,056	0	143,859	143,859	143,859
3005	TAHOE DIFFERENTIAL	40,095	46,056	19,200	19,200	-26,856
3006	BILINGUAL PAY	9,920	10,920	8,320	8,320	-2,600
3020	RETIREMENT EMPLOYER SHARE	1,185,438	1,279,497	1,090,446	1,090,446	-189,051
3022	MEDI CARE EMPLOYER SHARE	99,656	92,998	77,887	77,887	-15,111
3040	HEALTH INSURANCE EMPLOYER SHARE	1,072,313	1,319,022	957,861	957,861	-361,161
3041	UNEMPLOYMENT INSURANCE EMPLOYER	6,091	25,543	41,696	41,696	16,153
3042	LONG TERM DISABILITY EMPLOYER SHARE	24,534	24,534	20,003	20,003	-4,531
3043	DEFERRED COMPENSATION EMPLOYER	14,148	18,672	13,224	13,224	-5,448
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	368,313	368,313	85,460	85,460	-282,853
3060	WORKERS' COMPENSATION EMPLOYER	118,643	118,643	109,222	109,222	-9,421
3080	FLEXIBLE BENEFITS	10,939	35,028	35,100	35,100	72
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	10,169,036	10,582,559	9,076,156	9,076,156	-1,506,403
4040	TELEPHONE COMPANY VENDOR PAYMENTS	5,001	8,301	5,001	5,001	-3,300
4041	COUNTY PASS THRU TELEPHONE CHARGES	6,137	5,821	6,137	6,137	316
4060	FOOD AND FOOD PRODUCTS	65,372	72,001	80,001	80,001	8,000
4080	HOUSEHOLD EXPENSE	26,779	25,261	22,400	22,400	-2,861
4083	LAUNDRY	4,627	7,000	6,000	6,000	-1,000
4085	REFUSE DISPOSAL	12,960	6,496	16,161	16,161	9,665
4086	JANITORIAL / CUSTODIAL SERVICES	55,102	74,196	52,679	52,679	-21,517
4100	INSURANCE: PREMIUM	84,420	84,420	150,394	150,394	65,974
4140	MAINT: EQUIPMENT	1,138	0	1,138	1,138	1,138
4160	VEH MAINT: SERVICE CONTRACT	287	5,000	287	287	-4,713
4180	MAINT: BUILDING & IMPROVEMENTS	1,861	1,861	1,861	1,861	0
4200	MEDICAL, DENTAL & LABORATORY SUPPLIES	29,891	29,891	9,350	9,350	-20,541
4220	MEMBERSHIPS	1,740	1,740	685	685	-1,055
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	8,250	8,250	5,350	5,350	-2,900
4260	OFFICE EXPENSE	32,554	37,257	30,000	30,000	-7,257
4261	POSTAGE	2,860	3,701	2,420	2,420	-1,281
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	400	400	400	400	0
4264	BOOKS / MANUALS	1,200	1,200	500	500	-700
4266	PRINTING / DUPLICATING SERVICES	0	0	1,200	1,200	1,200
4300	PROFESSIONAL & SPECIALIZED SERVICES	396,185	1,177,807	40,000	40,000	-1,137,807
4323	PSYCHIATRIC MEDICAL SERVICES	2,615,779	2,518,080	3,571,121	3,571,121	1,053,041
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	10,031	10,031	27,603	27,603	17,572
4337	OTHER GOVERNMENTAL AGENCIES	72,231	72,230	0	0	-72,230
4400	PUBLICATION & LEGAL NOTICES	4,001	4,001	4,000	4,000	-1

# MENTAL HEALTH

## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 41 MENTAL HEALTH

	MID-YEAR PROJECTION	CURRENT YR		CAO		DIFFERENCE
		APPROVED BUDGET	DEPARTMENT REQUEST	RECOMMENDED BUDGET		
4420 RENT & LEASE: EQUIPMENT	32,246	26,683	31,400	31,400	4,717	
4440 RENT & LEASE: BUILDING & IMPROVEMENTS	616,628	662,619	428,445	428,445	-234,174	
4460 EQUIP: SMALL TOOLS & INSTRUMENTS	0	0	530	530	530	
4461 EQUIP: MINOR	13,286	30,514	2,500	2,500	-28,014	
4462 EQUIP: COMPUTER	4,293	7,023	20,000	20,000	12,977	
4500 SPECIAL DEPT EXPENSE	252,290	251,560	379,980	379,980	128,420	
4502 EDUCATIONAL MATERIALS	11,986	11,986	12,519	12,519	533	
4503 STAFF DEVELOPMENT	50,849	49,171	48,590	48,590	-581	
4529 SOFTWARE LICENSE	189,345	189,345	214,033	214,033	24,688	
4540 STAFF DEVELOPMENT (NOT 1099)	264	0	500	500	500	
4600 TRANSPORTATION & TRAVEL	3,296	3,520	5,365	5,365	1,845	
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	32,600	27,715	35,316	35,316	7,601	
4605 RENT & LEASE: VEHICLE	42,002	50,220	42,002	42,002	-8,218	
4606 FUEL PURCHASES	55,130	33,080	38,122	38,122	5,042	
4620 UTILITIES	109,910	105,939	110,060	110,060	4,121	
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>4,852,931</b>	<b>5,604,320</b>	<b>5,404,050</b>	<b>5,404,050</b>	<b>-200,270</b>	
5002 INSTITUTE MENTAL DISEASE MENTAL	501,832	400,000	505,000	505,000	105,000	
5003 MEDI CAL MANAGED CARE MENTAL HEALTH	40,000	40,000	40,000	40,000	0	
5009 HOUSING	197,207	323,517	160,000	160,000	-163,517	
5011 TRANSPORTATION EXPENSES	10,200	10,200	10,200	10,200	0	
5012 ANCILLARY SERVICES	5,000	5,000	93,298	93,298	88,298	
5013 ANCILLARY EXPENSES	15,831	10,100	75,000	75,000	64,900	
5300 INTERFND: SERVICE BETWEEN FUND TYPES	769,287	769,287	618,208	618,208	-151,079	
5301 INTERFND: TELEPHONE EQUIPMENT &	70,000	70,000	70,000	70,000	0	
5304 INTERFND: MAIL SERVICE	9,635	9,635	5,905	5,905	-3,730	
5305 INTERFND: STORES SUPPORT	13,233	13,233	12,229	12,229	-1,004	
5306 INTERFND: CENTRAL DUPLICATING	2,000	2,000	12,581	12,581	10,581	
5307 INTERFND: LEASE ADMINISTRATION FEE	10,581	10,581	0	0	-10,581	
5308 INTERFND: MAINFRAME SUPPORT	60,349	60,349	75,553	75,553	15,204	
5314 INTERFND: PC SUPPORT	2,000	2,000	2,000	2,000	0	
5316 INTERFND: IS PROGRAMMING SUPPORT	0	0	87,500	87,500	87,500	
5318 INTERFND: MAINTENANCE BLDG & IMPRV	2,000	2,000	2,000	2,000	0	
5320 INTERFND: NETWORK SUPPORT	156,483	156,483	128,949	128,949	-27,534	
5321 INTERFND: COLLECTIONS	1,300	1,300	1,300	1,300	0	
5322 INTERFND: PRIVACY/COMPLIANCE	12,096	12,096	0	0	-12,096	
<b>CLASS: 50 OTHER CHARGES</b>	<b>1,879,034</b>	<b>1,897,781</b>	<b>1,899,723</b>	<b>1,899,723</b>	<b>1,942</b>	
6040 FIXED ASSET: EQUIPMENT	31,622	29,200	7,000	7,000	-22,200	
6042 FIXED ASSET: COMPUTER SYSTEM EQUIP	4,000	4,000	0	0	-4,000	
<b>CLASS: 60 FIXED ASSETS</b>	<b>35,622</b>	<b>33,200</b>	<b>7,000</b>	<b>7,000</b>	<b>-26,200</b>	
7000 OPERATING TRANSFERS OUT	30,000	30,000	0	0	-30,000	
<b>CLASS: 70 OTHER FINANCING USES</b>	<b>30,000</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>-30,000</b>	
7250 INTRAFND: NOT GEN FUND / SAME FUND	24,531	505,626	15,928,397	15,928,397	15,422,771	
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>24,531</b>	<b>505,626</b>	<b>15,928,397</b>	<b>15,928,397</b>	<b>15,422,771</b>	

# MENTAL HEALTH

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## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 41 MENTAL HEALTH

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
			BUDGET		BUDGET	
7380	INTRFND ABATEMENTS: NOT GENERAL	-184,722	-750,626	-16,106,901	-16,106,901	-15,356,275
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-184,722	-750,626	-16,106,901	-16,106,901	-15,356,275
7700	APPROPRIATION FOR CONTINGENCIES	0	491,942	547,865	547,865	55,923
<b>CLASS: 77</b>	<b>APPROPRIATION FOR CONTINGENCIES</b>	0	491,942	547,865	547,865	55,923
7800	TO RESERVE	1,257,403	1,257,403	445,550	445,550	-811,853
<b>CLASS: 78</b>	<b>RESERVES: BUDGETARY ONLY</b>	1,257,403	1,257,403	445,550	445,550	-811,853
<b>TYPE: E SUBTOTAL</b>		18,063,835	19,652,205	17,201,840	17,201,840	-2,450,365
<b>FUND TYPE:</b>	<b>11 SUBTOTAL</b>	378,097	0	0	0	0
<b>DEPARTMENT:</b>	<b>41 SUBTOTAL</b>	378,097	0	0	0	0

## MENTAL HEALTH

### Personnel Allocations

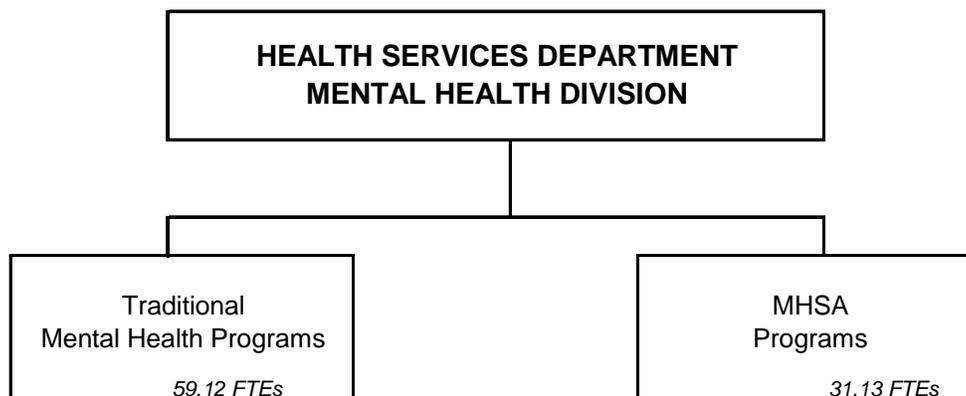
Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Director of Health Services	0.46		0.46	0.00
Accountant I/II	2.00		2.00	0.00
Administrative Secretary	1.00		1.00	0.00
Administrative Services Officer	0.00	1.00	1.00	1.00
Administrative Technician	5.00		5.00	0.00
Chief Fiscal Officer	0.46		0.46	0.00
Department Analyst I/II	2.00		2.00	0.00
Deputy Director of Mental Health	1.00		1.00	0.00
Executive Assistant	0.46		0.46	0.00
Fiscal Technician	2.00		2.00	0.00
Health Program Manager	0.42		0.42	0.00
Information Technology Department Coordinator	1.00	0.85	1.85	0.85
Manager of Mental Health Programs	1.00		1.00	0.00
Medical Administrative Officer	1.00		1.00	0.00
Medical Office Assistant I/II	3.80		3.80	0.00
Medical Records Technician	1.00	(0.10)	0.90	(0.10)
Mental Health Aide	1.00		1.00	0.00
Mental Health Clinical Nurse	1.00		1.00	0.00
Mental Health Clinician IA/IB/II	20.10		20.10	0.00
Mental Health Fiscal/Records Assistant	1.00		1.00	0.00
Mental Health Medical Director	1.00		1.00	0.00
Mental Health Nurse Practitioner	1.00		1.00	0.00
Mental Health Patient's Rights Advocate	1.00		1.00	0.00
Mental Health Program Coordinator IA/IB/II	8.00		8.00	0.00
Mental Health Worker I/II	16.40		16.40	0.00
Psychiatric Technician I/II	7.50		7.50	0.00
Psychiatrist	2.00		2.00	0.00
Sr. Department Analyst	1.00	(1.00)	0.00	(1.00)
Sr. Fiscal Assistant	3.35	(0.75)	2.60	(0.75)
Sr. Medical Office Assistant	0.80		0.80	0.00
Sr. Office Assistant	0.50		0.50	0.00
Supervising Mental Health Worker	1.00		1.00	0.00
Utilization Review Coordinator	1.00		1.00	0.00
<b>Division Total</b>	<b>90.25</b>	<b>0.00</b>	<b>90.25</b>	<b>0.00</b>

Note: Total Health Services Department allocation is 194 FTE. Public Health Division positions are shown in the Public Health section of the Proposed Budget book.

# MENTAL HEALTH

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## Organization Chart



Director of Health Services	0.46
Accountant I/II	2.00
Administrative Secretary	1.00
Administrative Services Officer	1.00
Administrative Technician	5.00
Chief Fiscal Officer	0.46
Department Analyst I/II	2.00
Deputy Director of Mental Health	1.00
Executive Assistant	0.46
Fiscal Technician	2.00
Health Program Manager	0.42
Information Technology Department Coordinator	1.85
Manager of Mental Health Programs	1.00
Medical Administrative Officer	1.00
Medical Office Assistant I/II	3.80
Medical Records Technician	0.90
Mental Health Aide	1.00
Mental Health Clinical Nurse	1.00
Mental Health Clinician IA/IB/II	20.10
Mental Health Fiscal/Records Assistant	1.00
Mental Health Medical Director	1.00
Mental Health Nurse Practitioner	1.00
Mental Health Patient's Rights Advocate	1.00
Mental Health Program Coordinator IA/IB/II	8.00
Mental Health Worker I/II	16.40
Psychiatric Technician I/II	7.50
Psychiatrist	2.00
Sr. Fiscal Assistant	2.60
Sr. Medical Office Assistant	0.80
Sr. Office Assistant	0.50
Supervising Mental Health Worker	1.00
Utilization Review Coordinator	1.00
<b>Division Total</b>	<b>90.25</b>

## MENTAL HEALTH

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# MENTAL HEALTH

## Ten Year History

	<b>00/01</b>	<b>01/02</b>	<b>02/03</b>	<b>03/04</b>	<b>04/05</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
Salaries	4,168,303	4,728,390	4,769,829	4,739,695	4,453,291
Benefits	838,468	1,038,630	1,194,000	1,702,307	2,016,356
Services & Supplies	1,452,524	1,505,894	2,044,572	1,924,751	2,033,221
Other Charges	532,937	898,447	856,170	784,368	797,712
Fixed Assets	116,476	39,246	19,825	11,390	65,437
Operating Transfers	-	57,724	-	-	-
Intrafund Transfers	269	21,778	(168,119)	(295,484)	(166,553)
Contingencies (MHSA)	-	-	-	-	-
Increase to Reserve (MHSA)	-	-	-	-	-
<b>Total Appropriations</b>	<b>7,108,977</b>	<b>8,290,109</b>	<b>8,716,277</b>	<b>8,867,027</b>	<b>9,199,464</b>
Use of Money	(862)	26,491	32,417	34,405	68,249
State	3,825,559	5,191,209	7,548,883	8,040,704	4,373,110
Federal	115,406	143,963	101,260	169,936	316,223
Charges for Service	2,802,365	2,663,794	1,298,098	760,418	807,862
Misc.	-	6,949	179	23,984	4,072
Other Financing Sources	907,243	1,081,602	1,019,623	992,932	2,499,310
Use of Fund Balance	-	-	-	-	-
<b>Total Revenue</b>	<b>7,649,711</b>	<b>9,114,008</b>	<b>10,000,460</b>	<b>10,022,379</b>	<b>8,068,826</b>
<b>General Fund Contribution</b>	<b>345,581</b>	<b>302,505</b>	<b>356,112</b>	<b>117,781</b>	<b>28,608</b>
<b>FTE's</b>	<b>92</b>	<b>100</b>	<b>98</b>	<b>102</b>	<b>97</b>
<b>Fund Balance</b>					
Mental Health	474,294	1,554,293	2,693,410	3,671,190	3,160,544
MHSA	-	-	-	-	-

## MENTAL HEALTH

	<b>05/06</b>	<b>06/07</b>	<b>07/08</b>	<b>08/09</b>	<b>09/10</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>
Salaries	5,477,674	6,450,486	7,454,500	7,280,623	6,617,737
Benefits	2,382,494	2,482,367	2,802,974	2,933,263	2,458,419
Services & Supplies	2,478,491	3,740,102	5,135,088	4,508,204	5,404,050
Other Charges	1,245,954	1,678,721	1,923,373	1,900,691	1,899,723
Fixed Assets	21,615	39,389	89,190	38,134	7,000
Operating Transfers	-	25,426	215,939	30,000	-
Intrafund Transfers	(286,773)	(140,602)	(113,248)	(149,697)	(178,504)
Contingencies (MHSA)					547,865
Increase to Reserve (MHSA)					445,550
<b>Total Appropriations</b>	<b>11,319,455</b>	<b>14,275,889</b>	<b>17,507,816</b>	<b>16,541,218</b>	<b>17,201,840</b>
Use of Money	79,997	115,641	(64,414)	135,613	(3,288)
State	4,912,804	6,409,030	10,419,047	13,262,872	12,776,905
Federal	310,381	239,923	360,221	322,366	328,761
Charges for Service	939,054	1,812,622	730,213	1,211,844	809,535
Misc.	1,784	132,650	167,515	175,000	39,908
Other Financing Sources	4,944,714	3,866,851	5,088,438	3,924,507	3,250,019
Use of Fund Balance	-	-	-	620,003	-
<b>Total Revenue</b>	<b>11,188,734</b>	<b>12,576,717</b>	<b>16,701,020</b>	<b>19,652,205</b>	<b>17,201,840</b>
<b>General Fund Contribution</b>	<b>429,519</b>	<b>23,256</b>	<b>16,510</b>	<b>16,510</b>	<b>21,510</b>
<b>FTE's</b>	<b>102</b>	<b>115</b>	<b>127</b>	<b>114</b>	<b>90</b>
<b>Fund Balance</b>					
Mental Health	3,667,985	1,852,419	(1,381,056)	-	-
MHSA	-	113,975	2,001,060	2,729,556	-

## MENTAL HEALTH

10 Year Variance		
	\$ Change	% Change
Salaries	2,449,434	59%
Benefits	1,619,951	193%
Services & Supplies	3,951,526	272%
Other Charges	1,366,786	256%
Fixed Assets	(109,476)	-94%
Intrafund Transfers	(178,773)	-66458%
<b>Total Appropriations</b>	<b>10,092,863</b>	<b>142%</b>
Use of Money	(2,426)	281%
State	8,951,346	234%
Federal	213,355	185%
Charges for Service	(1,992,830)	-71%
Misc.	39,908	N/A
Other Financing Sources	2,342,776	258%
<b>Total Revenue</b>	<b>9,552,129</b>	<b>125%</b>
<b>General Fund Contribution</b>	<b>(324,071)</b>	<b>-94%</b>
<b>FTE's</b>	<b>(2)</b>	<b>-2%</b>

### Notes

In FY 2002-03 Medi-Cal and EPSDT revenues were reclassified from Charges for Services to State revenues for Mental Health Services.

FY 2004-05 through FY 2007-08 use of Mental Health fund balance was required to meet expenditure needs.

FY 2006-07 was first year for significant MSA revenues to be received (\$1.2M).

FY 2007-08 General Fund contribution shows as \$0. The year end transfer of \$3.3M was recorded as a loan, not a contribution.

# HUMAN SERVICES

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## Mission

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

## Program Summaries

### **Community Programs**

**Positions: 18.85 FTE**

**Extra Help: \$131,307**

**Overtime: \$0**

**Total Appropriations: \$4,591,053**

**Total Revenues: \$4,527,687**

**General Fund Contribution: \$63,366**

**Furlough Value: \$35,382**

Community Programs provide a range of services designed to meet specific special needs of low-income, disabled and other targeted County resident population groups to help qualified applicants meet basic needs to ensure their health and well-being, maintain their independence, acquire permanent housing and/or continue living in their own homes.

Community Programs include the federally funded Low-Income Home Energy Assistance Program (LIHEAP), which assists with the purchase of home heating fuel or firewood and provides families with more energy efficient structures; the Supplemental Food Program for Women, Infants and Children (WIC), which offers nutrition education and food vouchers; and the Community Services Block Grant (CSBG) that is used to offset administrative costs for Community Programs. The ongoing federally funded Department of Energy (DOE) Weatherization Assistance Program is also included, as is the expected one-time federal DOE American Recovery and Reinvestment Act allocation for home weatherization services (\$1,500,000).

Community Programs funding is 97% Federal, 0% State, 2% Fees/Donations/Other and 1% County funds. Revenues are ongoing in nature with the exception of \$1,500,000 in Federal stimulus funds noted above, and \$130,000 which is one-time-only and represents fund balance for a Habitat for Humanity loan. The small General Fund contribution is used to offset staffing costs for the South Lake Tahoe office and designated initiatives, such as Older American's Day, and to provide insurance for specialized senior transport services.

Extra Help staff is utilized for short-term assistance on specific projects and is typically funded by short-term or one-time-only funding sources.

### **Workforce Investment Act (WIA)**

**Positions: 9.18 FTE**

**Extra Help: \$41,000**

**Overtime: \$0**

**Total Appropriations: \$1,135,000**

**Total Revenues: \$1,135,000**

**General Fund Contribution: \$0**

**Furlough Value: \$16,463**

Workforce Investment Act (WIA) Program includes training and/or retraining of youth and adults to meet the demands of the local workforce; the operation of the One Stop Career Resource Centers to help meet multiple needs of the unemployed and businesses in El Dorado and Alpine Counties; and Rapid Response activities to benefit businesses in order to provide lay off

## HUMAN SERVICES

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aversion services to the businesses and their employees. WIA is funded with 100% Federal revenues that are ongoing in nature, with the exception of \$330,000 which is one-time-only and represents estimated Stimulus funding for the WIA Youth Program. Extra Help is drawn from the WIA-funded Work Experience (WEX) Program and hired by the Department as Extra Help Student Interns in limited hour, limited term assignments, averaging six months or less, with various County departments. Extra Help may also be used to assist with WIA start-up functions associated with new or one-time funded projects.

### **Housing, Community & Economic Development (HCED)**

**Positions: 10.05 FTE**  
**Extra Help: \$348,380**  
**Overtime: \$0**

**Total Appropriations: \$10,722,338**  
**Total Revenues: \$10,513,070**  
**General Fund Contribution: \$209,268**  
**Furlough Value: \$18,731**

HCED programs address housing-related needs of El Dorado residents.

- The Public Housing Authority (PHA) enables eligible households to rent privately owned, existing, safe and sanitary housing by making housing assistance payments to private landlords.
- Term-limited Community Development Block Grants (CDBG) and Home Investment Partnerships Program (HOME) grants provide low interest loans to qualifying low-income eligible homeowners in the unincorporated areas of the County for housing rehabilitation and/or to enable low-income eligible residents to purchase their first home. Funding may also support development of multi-family rental housing projects or acquisition or renovation of facilities that serve low-income and specialized populations such as the homeless.
- A term-limited Housing and Urban Development Continuum of Care Homeless Assistance Programs Supportive Housing Program Grant for the Public Housing Authority to purchase and implement a Homeless Management Information System (HMIS).
- The term-limited Economic Development Block Grant (EDBG) is used to create or preserve jobs in the County by providing loans and/or training and technical assistance to businesses and potential entrepreneurs, including working capital loans and loans for site improvements, business start-ups and expansions.
- Revolving Loan Funds constitute an ongoing revenue source for CDBG and EDBG activities. Loan repayments received from recipients of CDBG and EDBG loans are to be re-loaned to support further development activities.
- The FY 2009-10 budget also includes \$1.6M in Federal Stimulus funding for a Neighborhood Stabilization Program (NSP) that will create affordable housing and improve blighted neighborhoods in El Dorado County.

HCED funding is 79% Federal, 14% State, 5% Fees/Donations/Other and 2% County. Revenues are ongoing in nature with the exception of \$5,743,312 which is a combination of one-time-only Revolving Loan Funds, Fund Balances and Term-Limited CDBG/EDBG and

## **HUMAN SERVICES**

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HOME Grants. The General Fund contribution for HCED programs is solely for activities associated implementation of the Housing Element of the General Plan (Affordable Housing).

Extra Help staff is utilized for short-term assistance on specific projects and is typically funded by short-term or one-time-only funding sources.

**Aging and Adult Continuum of Care**

**Positions: 47.94 FTE**

**Extra Help: \$51,398**

**Overtime: \$3,200**

**Total Appropriations: \$5,297,326**

**Total Revenues: \$3,684,080**

**General Fund Contribution/Net County Cost: \$1,613,246**

**Furlough Value: \$81,598**

Aging and Adult Continuum of Care consists of a wide array of programs that assist seniors age 60 and over and functionally disabled or mentally impaired adults to remain safe and stable as well as active and independent to the extent possible.

Programs include Information and Assistance, Senior Legal Services, Ombudsman services for residents in facilities, Senior Activities (social and recreational programs), Senior Nutrition services with meals served daily at seven congregate meal sites and Countywide home-delivered meals, Family Caregiver Support services to assist families who are caring for a dependent adult in their home, the Linkages Program that assists physically or mentally impaired dependent adults age 18 and over (primarily serving the elderly in El Dorado County) providing limited case management and referral with follow up to appropriate services within the community, and the Multipurpose Senior Services Program (MSSP) prevents institutionalization by offering comprehensive physical and psychosocial assessments and provides ongoing case management services. Also included is the Elder Protection Unit, through the integration of Human Services, District Attorney and County Counsel resources, resulting in effective prevention and timely identification and intervention for incidences of Elder Abuse.

The mandated Public Guardian Program establishes and administers conservatorships for individuals and/or the estates of those who are functionally disabled, to ensure the proper care and treatment of individuals who are unable to adequately care for themselves or those who are victims of fraud and/or abuse.

State Medi-Cal Administrative Activities and Targeted Case Management (MAA/TCM) ongoing funding is accessed by leveraging local and allowable State funds to generate new Federal Medi-Cal revenues.

The Placerville Senior Day Care (SDC) / Alzheimer's Day Care Resource Center (ADCRC) goal is to prevent premature institutionalization of persons with capacity limitations.

Extra Help staff is utilized to ensure that the SDC maintains compliance with staff-to-client ratio licensing requirements, and to maintain an on-call Public Health Nurse to provide assessments for Senior Day Care clients as required by ADCRC regulations. For Public Guardian, Extra Help staff provides assistance for the Representative Payee program.

Aging and Adult Continuum of Care funding is 33% Federal, 10% State, 25% Fees/Donations/Other and 32% County funds. Revenues are ongoing in nature, with the exception of \$135,504

## HUMAN SERVICES

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which is one-time-only and represents a MAA/Linkages Fund Balance of \$96,068 and Senior Nutrition Stimulus funding of \$39,436.

### **IHSS Public Authority**

**Positions: 3.30 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$1,485,537**  
**Total Revenues: \$1,416,669**  
**General Fund Contribution: \$68,868**  
**Furlough Value: \$5,056**

The mission of the IHSS PA is to improve the availability and quality of in-home supportive services by providing IHSS recipients with access to trained and qualified care providers. IHSS Public Authority funding is 39% Federal, 33% State, 24% Fees/Donations/Other and 4% County and is ongoing in nature.

### **SB 163 Wraparound Program**

**Positions: 2.0 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$341,000**  
**Total Revenues: \$341,000**  
**General Fund Contribution: \$0**  
**Furlough Value: \$3,052**

The SB163 Wraparound Program is designed to improve youth outcomes and funds six slots for high-risk youth at a lesser cost to the County than standard high level out-of-home placement. Savings realized are available for reinvestment to provide additional services to at-risk youth in the community. Historically, SB 163 Wraparound Program funding is 40% State with a 60% County match. In FY 2009-10 the program will be funded entirely from one-time only use of fund balance and interest earnings.

### **Social Services Administration and Public/Client Assistance**

**Positions: 232.22 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$36,661,060**  
**Total Revenues: \$36,266,772**  
**Net County Cost: \$394,288**  
**Furlough Value: \$374,025**

Social Services Public Assistance Programs are designed to protect and meet basic needs of El Dorado County's most vulnerable population groups and are considered "entitlement" programs, in that they are Federal and/or State mandated based on demand, requiring that the County provide assistance to all eligible applicants regardless of the availability of local resources. Lack of County compliance with applicable regulations can result in Federal and/or State fiscal sanctions and resultant loss of funding. Public Assistance Programs include CalWORKs, Adoption Assistance, Foster Care, Supportive Transitional Emancipation Program (STEP), General Assistance and In-Home Supportive Services (IHSS) Providers.

Social Services Administration program staff determines eligibility for: California Work Opportunity and Responsibility to Kids (CalWORKs), Medi-Cal, Food Stamps, Aid to Families with Dependent Children-Foster Care, County Medical Services Program (CMSP) and General Assistance/General Relief (GA). Protective services programs provided through Social Services Administration include Child Protective Services (CPS), Adult Protective Services (APS) and In-Home Supportive Services (IHSS) Admin.

Social Services Administration programs either 1) operate on a Maintenance of Effort (MOE) basis where the County is required to expend funds for provision of services, after which the

## HUMAN SERVICES

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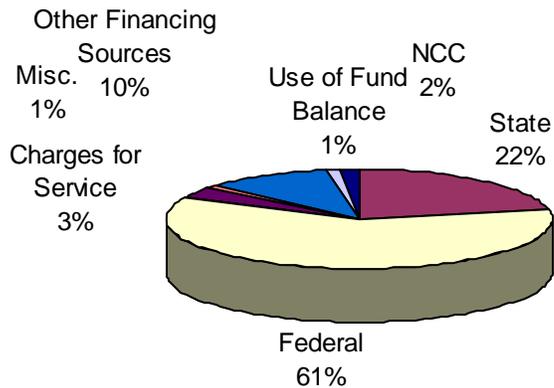
percentage of Federal and/or State funds allowable for each service is reimbursed, or 2) require the County to share a portion of the cost (Match).

Social Services Administration and Public/Client Assistance funding is 57% Federal, 40% State, 2% Fees/Donations/Other and 1% County (primarily from realignment revenues). The revenues are generally ongoing in nature with the exception of \$650,000 which is one-time-only and represents Medi-Cal Privacy and Security funding of \$450,000 and realignment fund balance of \$200,000. Due to the current economic situation, realignment revenues are declining, resulting in the need for General Fund dollars to support these mandated services.

### Financial Charts

#### Source of Funds

Use of Money and Property (\$78,980): Interest earned on fund balances (\$40,500) and interest earned on Community/Economic Development Loan Repayments (\$38,480).



State Intergovernmental (\$13,090,533): State share of funding for Social Services Administration (\$7,847,953), Social Services direct client assistance (\$2,728,687), Housing, Community & Economic Development loan funds for affordable housing development (\$1,500,000), Aging & Adult Continuum of Care (\$525,602) and the IHSS Public Authority and IHSS In-Home Provider Benefits (\$488,291).

Federal Intergovernmental (\$36,217,453): Federal share of funding for Social Services Administration (\$11,096,041), Social Services direct client assistance (\$9,837,997), Housing, Community and Economic Development Programs (\$7,596,627), Low Income Community Programs (\$4,311,054), Aging & Adult Continuum of Care (\$1,664,336), Workforce Investment (\$1,135,000) and IHSS Public Authority and IHSS In-Home Provider Health Benefits (\$576,398).

Other Governmental (\$124,403): Housing Assistance Reimbursements from other Counties.

Charges for Services (\$1,998,578): Fees for Senior Day Care services (\$373,170), Public Guardian Estate and Re-Payee Fees (\$171,717) and Senior Nutrition Meals (\$236,286), interfund abatements/reimbursements between department programs including IHSS In-Home Provider Benefits, Public Guardian TCM funding, allocations of Administration and Facility costs

## HUMAN SERVICES

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within Community Services Division (\$1,077,405), and reimbursement from local hospitals for out stationed Eligibility Workers (\$140,000).

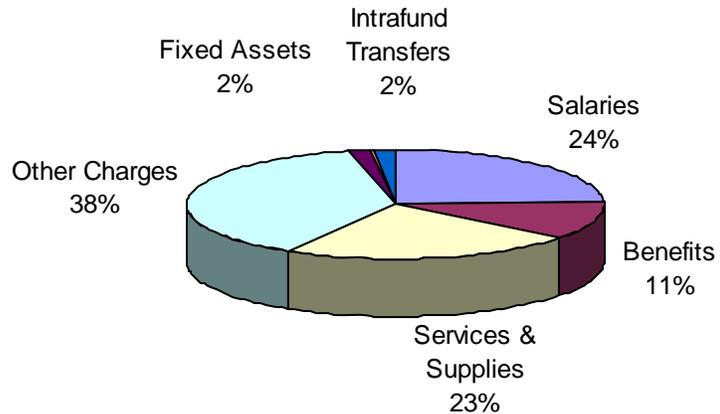
Miscellaneous Revenue (\$766,900): Social Services Welfare Repayments & Recouplements from clients (\$452,147) and Aging Program donations to offset the cost of senior trips and legal programs (\$311,453).

Other Financing Sources (\$6,067,603): Social Services Realignment/Vehicle License Sales Tax Revenue (\$3,975,194), General Fund Contribution to Housing and Community Services Programs (\$1,392,084), and Community/Economic Development principle loan repayments (\$629,322).

Fund Balance (\$966,915): Use of carry over fund balance from the SB163 Wraparound Reinvestment Fund (\$335,000), Community & Economic Development Revolving Loan Fund (\$205,847) and other Community Services program fund balances (\$226,068).

### Use of Funds

Salaries & Benefits (\$21,452,213): Primarily comprised of salaries (\$14,787,197), including (\$572,085) for Extra Help primarily used for and funded by term-limited grants; retirement (\$2,705,657); health insurance (\$2,960,582); and charges for Retiree Health and Workers' Compensation Insurance (\$562,051).



Services & Supplies (\$13,884,382): Primarily comprised of direct client assistance (including CWS family services, Energy Assistance, Weatherization services and Senior Services) and available grant funding for loans to small business or individual or special projects funded by Economic or Community Development term-limited grants (\$10,379,034); building rents and related space costs (\$912,449); food, paper products and laundry for Senior Nutrition meal preparation (\$560,043); cost applied Liability Insurance (\$452,104); staff development (\$85,140), travel/transport (\$72,978), employee and volunteer mileage reimbursements (\$127,975), vehicle rents (\$144,835) and fuel (\$89,950); and office expenses, copier rental and postage (\$475,471).

Other Charges (\$22,687,464): Primarily direct client assistance costs (\$21,085,186), including Cal-Works and County General Assistance (\$7,492,312), Foster Care (\$5,202,596), Aid to Adoptions (\$3,062,803), Housing Assistance payments (\$2,723,464), In-Home Provider payments and health benefits (\$2,408,386) and Workforce Investment work experience training contracts (\$195,625); transfers to other departments for services provided (Public Health

## HUMAN SERVICES

Alcohol Drug Specialist/Public Health Nurse, IT support, communications charges) and transfers to other programs within Human Services including Public Guardian TCM funding, allocations of Administration and Facility costs within Community Services programs (\$1,457,499) cost applied charges for Mail, Central Stores, Mainframe and Internet support (\$144,779).

Fixed Assets (\$1,104,260): Primarily for CDBG grant funded Homeless Shelter construction costs (\$832,160) and mandated and federally funded Medi-Cal Privacy and Security Upgrades to equipment and building security systems (\$272,100).

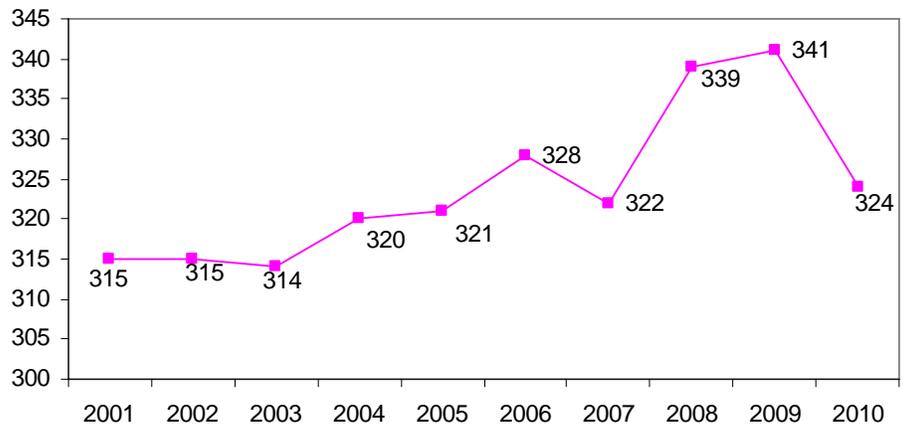
Other Financing Uses (\$25,000): Operating transfer out of CAPIT funding from Social Services General Fund to the Child Abuse Prevention Council (CAPC) special revenue fund (\$25,000) to fund the CAPC coordinator position through the Office of Education.

Intrafund Transfers (\$1,541,006): Primarily comprised of charges from other departments for services such as Accounting/Auditing (\$39,858); Fraud Investigations (\$250,000); SB 163 Wraparound services through Mental Health (\$172,000); PC support, network support, mainframe support and telephone costs (\$649,637) and allocated costs for Administration and Facility costs within Community Services Division (\$429,511).

Intrafund Abatements (\$461,011): Reimbursement of allocated costs for Administration and Facility costs within Community Services Division (-\$429,511) and for MAA Administration Fees from Health Services (-\$31,500).

### Staffing Trend

Staffing for the Department of Human Services has decreased over the past several years. The proposed staff allocation for FY 2009-10 is 322.04 FTEs which is slightly below their ten year average of 324 FTEs and includes a reduction of 1.5 vacant positions. The Department currently has 277.11 FTEs on the West Slope and 44.93 FTEs at South Lake Tahoe.



# HUMAN SERVICES

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## Chief Administrative Office Comments

The Proposed Budget for the Department of Human Services (DHS) reflects staffing changes made during FY 2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

The total Proposed Budget for DHS is \$60,233,314 with a net County Cost of \$956,952 for its General Fund programs (Public Guardian and Social Services) and a General Fund contribution of \$1,392,084 for Community Services programs (Aging, Housing and Community assistance). The Department also relies upon realignment revenues to fund its Social Services programs and these revenues have dropped considerably with the FY 2009-10 budgeted amount at approximately \$4.5M, an 18.6% decrease from the FY 2008-09 budgeted realignment revenues.

DHS provides a range of services that involve community assistance and public protection, offering basic support to the County's most vulnerable populations. The majority of the Department's programs are funded with Federal and State revenues. As with other County departments that are primarily State and federally funded, DHS continues to face extraordinary challenges posed by steadily climbing costs and increased demand for services during a time of declining program revenues. The declining economy and corresponding loss of jobs has significantly increased the number of people seeking access to services, often for the first time in their lives. Between February 2007 and January 2009, applications for assistance increased by 26%. The number of open cases has also significantly increased during that time period: CalWORKs by 15%, Medi-Cal by 17%, CMSP by 42% and Food Stamps by 53%. Since 2006, the Department has also experienced substantial increases in both Child Protective Services referrals (17%) and Adult Protective Services referrals (40%). In-Home Supportive Services (IHSS) referrals increased by nearly 53% during that same time period.

Social Services Assistance programs are Federal and/or State mandated programs that are considered "entitlement" programs requiring the County to provide assistance to all eligible applicants, regardless of the availability of local resources. Most of these programs have a required County share of cost or County match requirement. Historically, the Department has met program matching requirements with realignment revenues. Because realignment revenues are declining due to the current economic situation, there are insufficient revenues to fund the Department's programs. DHS implemented several ongoing cost reductions in FY 2008-09 to adjust to the reduced revenues including staff reductions, shifting staff to federally funded programs where feasible, relocating the One Stop Employment Resource Center to the Briw Road Complex to achieve savings in lease costs, and transfer of the fraud investigation function to the District Attorney. The Proposed Budget for FY 2009-10 includes the following cost saving or revenue generating efforts:

- **Space Consolidation** – The Department is exploring several options to relocate and consolidate staff in various programs on the West Slope and South Lake Tahoe in order to maximize use of County owned facilities and reduce leased facility costs. Should space consolidation prove unfeasible, additional staff reductions of approximately 6 to 7 FTEs would be required to bring the Department's costs within available revenues.
- **SB163 Wraparound** - The Department proposes to suspend billing the State for SB163 Wraparound Services during FY 2009-10, thereby eliminating the corresponding 60% County match requirement and reducing the Department's General Fund costs by \$195,000. Prior year carryover fund balance of \$341,000 from this program will be used

## HUMAN SERVICES

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to finance activities in FY 2009-10. The program will be reduced from serving approximately 40 youth and families per month to approximately 30 per month.

- **Grant Funding** - DHS is working to access a significant amount of Federal Stimulus funding that is available for employment and energy-related activities and will be able to expand specified services. The Department will be challenged by the short-term increase in workload required to expend the funds within the required timeframes and meet the significant and complex requirements associated with application for and receipt of the funding.
- **Staffing Reductions** – The Department has identified two vacant positions in the Senior Legal Services program for deletion in the Proposed Budget. One position is a vacant 0.5 Sr. Citizens Attorney position that was allocated but never filled due to insufficient funding from anticipated donations. Also included for deletion is a 1.0 Paralegal I/II position. The elimination of this position requires workload to be shifted to the existing Senior Legal and Elder Protection Unit staff, leaving attorneys in the District Attorney's Office and County Counsel with limited clerical support.

Although the Department's overall budget is increasing by approximately \$1.3 million over FY 2008-09 projections, this is primarily due to one-time funding available from Federal Stimulus programs. The Department is relying on a budgeted use of realignment fund balance and SB163 Wraparound fund balance to fund programs in FY 2009-10. This funding is one-time in nature and will not be available in future years. Human Services is particularly challenged in difficult economic times due to the increased demand for the services they provide with no way of limiting the County share of cost for mandated services. Decreasing realignment revenues pose a particular threat to the Department's ability to meet the County share of cost for mandated programs. The Department is working diligently to identify and reduce costs in both administrative and program areas and will be challenged this fiscal year and beyond to meet the increasing needs for services and comply with numerous program mandates within the constrained funding and staffing resources available to them.

# HUMAN SERVICES

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 53 HUMAN SERVICES

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
0580	ST: ADMIN PUBLIC ASSISTANCE	7,066,356	5,973,139	6,700,324	6,700,324	727,185
0581	ST: ADMIN FOOD STAMP	820,175	832,758	852,289	852,289	19,531
0601	ST: CW TWO PARENT FAMILIES	463,333	767,965	44,676	44,676	-723,289
0602	ST: CW ZERO PARENT/ALL OTHER FAMILIES	1,911,965	2,009,636	169,335	169,335	-1,840,301
0603	ST: FOSTER CARE	1,423,529	1,405,003	1,256,935	1,256,935	-148,068
0604	ST: ADOPTION	1,202,320	964,600	1,204,012	1,204,012	239,412
0605	ST: BOARDING HOME LICENSE	32,605	32,412	32,605	32,605	193
0607	ST: KINSHIP GUARDIAN	21,124	27,324	21,124	21,124	-6,200
0880	ST: OTHER	175,319	77,495	220,340	220,340	142,845
0890	ST: AB2779 CHILD ABUSE	75,547	75,000	75,000	75,000	0
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	<b>13,192,273</b>	<b>12,165,332</b>	<b>10,576,640</b>	<b>10,576,640</b>	<b>-1,588,692</b>
1000	FED: ADMIN PUBLIC ASSISTANCE	6,442,085	8,367,547	6,302,143	6,302,143	-2,065,404
1001	FED: FOOD STAMPS	1,147,789	1,096,536	1,159,647	1,159,647	63,111
1003	FED: CAL WORKS INCENTIVE	314,085	223,033	296,047	296,047	73,014
1021	FED: CW TWO PARENT FAMILIES	743,264	255,988	743,264	743,264	487,276
1022	FED: CW ZERO PARENT/ALL OTHER FAMILIES	3,067,090	2,643,709	5,520,596	5,520,596	2,876,887
1023	FED: FOSTER CARE	1,831,910	1,466,865	1,939,249	1,939,249	472,384
1024	FED: ADOPTION	1,326,082	1,010,394	1,310,473	1,310,473	300,079
1026	FED: REFUGEE CASH ASSISTANCE	13,451	2,783	13,451	13,451	10,668
1100	FED: OTHER	14,917	14,917	14,917	14,917	0
1107	FED: MEDI CAL	4,297,336	3,600,997	3,802,251	3,802,251	201,254
<b>CLASS: 10</b>	<b>REV: FEDERAL INTERGOVERNMENTAL</b>	<b>19,198,009</b>	<b>18,682,769</b>	<b>21,102,038</b>	<b>21,102,038</b>	<b>2,419,269</b>
1200	REV: OTHER GOVERNMENTAL AGENCIES	6,670	0	0	0	0
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	<b>6,670</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
1541	PUBLIC GUARDIAN	170,000	170,000	138,685	138,685	-31,315
1687	HOSPITAL CONTRACT SERVICE	140,000	140,000	140,000	140,000	0
1740	CHARGES FOR SERVICES	36,540	36,540	33,032	33,032	-3,508
1800	INTERFND REV: SERVICE BETWEEN FUND	266,000	266,000	233,000	233,000	-33,000
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	<b>612,540</b>	<b>612,540</b>	<b>544,717</b>	<b>544,717</b>	<b>-67,823</b>
1900	WELFARE REPAYMENTS	226,000	160,000	171,000	171,000	11,000
1901	RECOUP CW TWO PARENT/ALL OTHER	2,900	2,000	1,850	1,850	-150
1902	RECOUP CW ZERO PARENT/ALL OTHER	86,000	47,600	54,100	54,100	6,500
1903	RECOUP CW FOSTER CARE	215,000	222,400	154,600	154,600	-67,800
1940	MISC: REVENUE	45,050	25,000	51,050	51,050	26,050
1945	STALE DATED CHECK	3,300	3,300	3,300	3,300	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	<b>578,250</b>	<b>460,300</b>	<b>435,900</b>	<b>435,900</b>	<b>-24,400</b>

# HUMAN SERVICES

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## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 53 HUMAN SERVICES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
2020	OPERATING TRANSFERS IN	101,184	101,184	30,000	30,000	-71,184
2021	OPERATING TRANSFERS IN: VEHICLE LICENSE	300,000	300,000	251,791	251,791	-48,209
2027	OPERATING TRSNF IN: SALES TAX	5,012,913	4,781,773	3,893,403	3,893,403	-888,370
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	5,414,097	5,182,957	4,175,194	4,175,194	-1,007,763
<b>TYPE: R SUBTOTAL</b>		39,001,839	37,103,898	36,834,489	36,834,489	-269,409

# HUMAN SERVICES

## Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 53 HUMAN SERVICES

		CURRENT YR	CAO			
		MID-YEAR	DEPARTMENT	RECOMMENDED	DIFFERENCE	
		PROJECTION	REQUEST	BUDGET		
		APPROVED				
		BUDGET				
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	10,104,262	10,334,869	10,254,260	10,231,891	-102,978
3001	TEMPORARY EMPLOYEES	0	0	22,915	22,915	22,915
3002	OVERTIME	2,181	0	3,200	3,200	3,200
3003	STANDBY PAY	0	0	7,600	7,600	7,600
3004	OTHER COMPENSATION	229,387	198,843	173,042	173,042	-25,801
3005	TAHOE DIFFERENTIAL	129,037	130,200	115,200	115,200	-15,000
3006	BILINGUAL PAY	36,400	36,400	52,000	52,000	15,600
3020	RETIREMENT EMPLOYER SHARE	2,148,201	2,207,965	2,003,556	2,003,556	-204,409
3022	MEDI CARE EMPLOYER SHARE	160,588	162,515	144,003	144,003	-18,512
3040	HEALTH INSURANCE EMPLOYER SHARE	2,461,577	2,490,707	2,163,624	2,163,624	-327,083
3041	UNEMPLOYMENT INSURANCE EMPLOYER	42,615	43,372	76,909	76,909	33,537
3042	LONG TERM DISABILITY EMPLOYER SHARE	41,639	41,639	36,919	36,919	-4,720
3043	DEFERRED COMPENSATION EMPLOYER	15,465	15,465	20,657	20,657	5,192
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	713,564	713,564	190,645	190,645	-522,919
3060	WORKERS' COMPENSATION EMPLOYER	243,555	243,555	230,175	230,175	-13,380
3080	FLEXIBLE BENEFITS	73,832	90,740	89,100	89,100	-1,640
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>16,402,303</b>	<b>16,709,834</b>	<b>15,583,805</b>	<b>15,561,436</b>	<b>-1,148,398</b>
4040	TELEPHONE COMPANY VENDOR PAYMENTS	7,800	7,800	7,400	7,400	-400
4041	COUNTY PASS THRU TELEPHONE CHARGES	12,503	12,503	12,611	12,611	108
4080	HOUSEHOLD EXPENSE	4,500	4,500	5,000	5,000	500
4082	HOUSEHOLD EXP: OTHER	200	200	200	200	0
4083	LAUNDRY	900	900	900	900	0
4084	EXPENDABLE EQUIPMENT	100	100	100	100	0
4085	REFUSE DISPOSAL	4,800	4,800	1,222	1,222	-3,578
4086	JANITORIAL / CUSTODIAL SERVICES	58,000	58,000	33,252	33,252	-24,748
4087	EXTERMINATION / FUMIGATION SERVICES	200	200	200	200	0
4100	INSURANCE: PREMIUM	169,592	169,592	339,168	339,168	169,576
4101	INSURANCE: ADDITIONAL LIABILITY	70	70	70	70	0
4140	MAINT: EQUIPMENT	200	200	200	200	0
4141	MAINT: OFFICE EQUIPMENT	200	200	2,200	2,200	2,000
4160	VEH MAINT: SERVICE CONTRACT	400	400	3,250	3,250	2,850
4180	MAINT: BUILDING & IMPROVEMENTS	600	600	1,700	1,700	1,100
4183	MAINT: GROUNDS	7,294	7,294	7,083	7,083	-211
4220	MEMBERSHIPS	1,622	1,622	700	700	-922
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	29,530	29,530	32,483	32,483	2,953
4260	OFFICE EXPENSE	117,441	117,441	116,794	116,794	-647
4261	POSTAGE	118,962	118,962	124,276	124,276	5,314
4262	SOFTWARE	73,201	20,701	2,000	2,000	-18,701
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	2,950	2,950	3,250	3,250	300
4264	BOOKS / MANUALS	1,000	1,000	900	900	-100
4265	LAW BOOKS	200	200	0	0	-200

# HUMAN SERVICES

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 53 HUMAN SERVICES

	MID-YEAR PROJECTION	CURRENT YR		CAO		DIFFERENCE
		APPROVED BUDGET	DEPARTMENT REQUEST	RECOMMENDED BUDGET		
4266 PRINTING / DUPLICATING SERVICES	12,600	12,600	12,900	12,900	300	
4300 PROFESSIONAL & SPECIALIZED SERVICES	421,584	393,924	264,142	264,142	-129,782	
4308 EXTERNAL DATA PROCESSING SERVICES	47,386	43,102	58,886	58,886	15,784	
4318 INTERPRETER	3,000	3,000	3,000	3,000	0	
4320 VERBATIM: TRANSCRIPTION	0	0	3,000	3,000	3,000	
4323 PSYCHIATRIC MEDICAL SERVICES	400,000	400,000	400,000	400,000	0	
4324 MEDICAL, DENTAL, LAB & AMBULANCE SRV	160,000	160,000	160,375	160,375	375	
4330 FOOD STAMP SERVICE	8,865	8,865	8,865	8,865	0	
4331 HOMEMAKER OTHER SERVICES	6,983	6,983	6,983	6,983	0	
4332 SERVICE CONNECT SERVICES	95,000	95,000	95,000	95,000	0	
4333 BURIAL SERVICES	24,000	24,000	20,000	20,000	-4,000	
4341 SERVICE CONNECT EXPENSE	41,000	41,000	41,000	41,000	0	
4400 PUBLICATION & LEGAL NOTICES	2,150	2,150	2,150	2,150	0	
4420 RENT & LEASE: EQUIPMENT	117,212	117,212	127,206	127,206	9,994	
4440 RENT & LEASE: BUILDING & IMPROVEMENTS	897,180	897,180	568,308	568,308	-328,872	
4461 EQUIP: MINOR	27,317	16,667	3,759	3,759	-12,908	
4462 EQUIP: COMPUTER	20,300	20,300	1,545	1,545	-18,755	
4464 EQUIP: LAW ENFORCEMENT	200	200	0	0	-200	
4500 SPECIAL DEPT EXPENSE	2,600	2,600	2,600	2,600	0	
4501 SPECIAL PROJECTS	9,858	9,858	71,219	71,219	61,361	
4502 EDUCATIONAL MATERIALS	2,180	2,180	2,180	2,180	0	
4503 STAFF DEVELOPMENT	101,476	68,176	70,316	70,316	2,140	
4506 FILM DEVELOPMENT & PHOTOGRAPHY	150	150	150	150	0	
4529 SOFTWARE LICENSE	0	0	14,958	14,958	14,958	
4600 TRANSPORTATION & TRAVEL	47,138	37,898	45,994	45,994	8,096	
4601 VOLUNTEER: TRANSPORTATION & TRAVEL	350	350	350	350	0	
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	26,404	26,404	39,177	39,177	12,773	
4605 RENT & LEASE: VEHICLE	123,903	123,903	114,160	114,160	-9,743	
4606 FUEL PURCHASES	55,400	55,400	64,800	64,800	9,400	
4620 UTILITIES	128,655	128,655	91,060	91,060	-37,595	
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>3,395,156</b>	<b>3,257,522</b>	<b>2,989,042</b>	<b>2,989,042</b>	<b>-268,480</b>	
5000 SUPPORT & CARE OF PERSONS	1,925,698	1,694,558	1,511,386	1,511,386	-183,172	
5004 RESIDENT EXPENSE GENERAL RELIEF	50,000	50,000	48,000	48,000	-2,000	
5005 CASH AID GENERAL RELIEF	24,000	24,000	18,000	18,000	-6,000	
5006 CHILD CARE	288,608	288,608	288,608	288,608	0	
5007 INDEPENDENT LIVING PROGRAM: SERVICES	6,000	6,000	6,000	6,000	0	
5008 INDEPENDENT LIVING PROGRAM: EXPENSES	36,000	36,000	36,000	36,000	0	
5009 HOUSING	94,635	94,635	67,935	67,935	-26,700	
5010 TRANSPORTATION SERVICES	27,500	27,500	82,500	82,500	55,000	
5011 TRANSPORTATION EXPENSES	131,000	131,000	131,000	131,000	0	
5012 ANCILLARY SERVICES	9,000	9,000	22,106	22,106	13,106	
5013 ANCILLARY EXPENSES	4,000	4,000	4,000	4,000	0	
5014 HEALTH SERVICES	92,000	92,000	96,600	96,600	4,600	
5015 CW: TWO PARENT FAMILIES	1,238,805	1,021,150	1,257,063	1,257,063	235,913	

# HUMAN SERVICES

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 53 HUMAN SERVICES

	MID-YEAR PROJECTION	CURRENT YR APPROVED		CAO RECOMMENDED		DIFFERENCE
		BUDGET	REQUEST	BUDGET		
5016 CW: ZERO PARENT/ALL OTHER FAMILIES	5,111,982	4,807,945	5,399,383	5,399,383	591,438	
5017 FOSTER CARE	5,449,870	5,225,210	5,197,477	5,197,477	-27,733	
5018 AID TO ADOPTION	3,043,482	2,383,287	3,062,803	3,062,803	679,516	
5020 REFUGEE CASH ASSISTANCE	13,451	2,783	13,451	13,451	10,668	
5021 KINSHIP GUARDIAN	21,666	33,733	21,666	21,666	-12,067	
5022 COUNTY FOSTER CARE	5,119	5,119	5,119	5,119	0	
5300 INTERFND: SERVICE BETWEEN FUND TYPES	661,854	726,979	630,825	630,825	-96,154	
5319 INTERFND: MENTAL HEALTH SERVICES	60,894	60,894	55,497	55,497	-5,397	
5330 INTERFND: ALLOCATED SALARIES/BENEFITS	150,378	150,378	66,259	66,259	-84,119	
5331 INTERFND: ALLOCATED SERVICES/SUPPLIES	1,631	1,631	4,790	4,790	3,159	
<b>CLASS: 50 OTHER CHARGES</b>	<b>18,447,573</b>	<b>16,876,410</b>	<b>18,026,468</b>	<b>18,026,468</b>	<b>1,150,058</b>	
6025 LEASEHOLD IMPROVEMENTS	280,000	131,982	250,000	250,000	118,018	
6040 FIXED ASSET: EQUIPMENT	57,500	27,500	0	0	-27,500	
6042 FIXED ASSET: COMPUTER SYSTEM EQUIP	92,650	2,150	0	0	-2,150	
<b>CLASS: 60 FIXED ASSETS</b>	<b>430,150</b>	<b>161,632</b>	<b>250,000</b>	<b>250,000</b>	<b>88,368</b>	
7000 OPERATING TRANSFERS OUT	25,000	25,000	25,000	25,000	0	
<b>CLASS: 70 OTHER FINANCING USES</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	
7200 INTRAFUND TRANSFERS: ONLY GENERAL	45,551	45,551	46,208	46,208	657	
7201 INTRAFND: SOCIAL SERVICES	3,000	3,000	3,600	3,600	600	
7202 INTRAFND: DA/FS CONTRACT	125,000	0	250,000	250,000	250,000	
7220 INTRAFND: TELEPHONE EQUIPMENT &	119,325	105,325	121,595	121,595	16,270	
7223 INTRAFND: MAIL SERVICE	4,055	4,055	7,826	7,826	3,771	
7224 INTRAFND: STORES SUPPORT	13,684	13,684	11,083	11,083	-2,601	
7225 INTRAFND: CENTRAL DUPLICATING	13,000	0	13,000	13,000	13,000	
7226 INTRAFND: LEASE ADMINISTRATION FEE	12,263	12,263	0	0	-12,263	
7227 INTRAFND: MAINFRAME SUPPORT	156,290	156,290	182,845	182,845	26,555	
7228 INTRAFND: INTERNET CONNECT CHARGE	0	4,284	0	0	-4,284	
7229 INTRAFND: PC SUPPORT	25,300	25,300	36,610	36,610	11,310	
7231 INTRAFND: IS PROGRAMMING SUPPORT	88,625	50,000	33,700	33,700	-16,300	
7234 INTRAFND: NETWORK SUPPORT	271,534	271,534	233,028	233,028	-38,506	
7235 INTRAFND: PRIVACY/COMPLIANCE	5,801	5,801	0	0	-5,801	
<b>CLASS: 72 INTRAFUND TRANSFERS</b>	<b>883,428</b>	<b>697,087</b>	<b>939,495</b>	<b>939,495</b>	<b>242,408</b>	
<b>TYPE: E SUBTOTAL</b>	<b>39,583,610</b>	<b>37,727,485</b>	<b>37,813,810</b>	<b>37,791,441</b>	<b>63,956</b>	
<b>FUND TYPE: 10 SUBTOTAL</b>	<b>581,771</b>	<b>623,587</b>	<b>979,321</b>	<b>956,952</b>	<b>333,365</b>	

# HUMAN SERVICES

## Financial Information by Fund Type

**FUND TYPE:**  
**DEPARTMENT:** 53 HUMAN SERVICES

11 SPECIAL REVENUE FUND

		CURRENT YR		DEPARTMENT	CAO	
		MID-YEAR	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
		PROJECTION	BUDGET		BUDGET	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0400	REV: INTEREST	30,500	39,000	20,500	20,500	-18,500
0401	REV: INTEREST ON LOAN/NOTES	63,721	64,154	38,480	38,480	-25,674
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	94,221	103,154	58,980	58,980	-44,174
0603	ST: FOSTER CARE	130,000	130,000	0	0	-130,000
0880	ST: OTHER	2,025,602	2,136,066	2,025,602	2,025,602	-110,464
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	2,155,602	2,266,066	2,025,602	2,025,602	-240,464
1100	FED: OTHER	6,245,606	5,701,502	9,726,883	9,726,883	4,025,381
1107	FED: MEDI CAL	705,691	662,720	604,191	604,191	-58,529
1109	FED: C1 SENIOR NUTRITION	249,091	238,239	278,229	278,229	39,990
1110	FED: C2 SENIOR NUTRITION	128,395	124,610	150,820	150,820	26,210
1111	FED: 111B SOCIAL PROGRAMS	213,626	210,307	215,945	215,945	5,638
1113	FED: TITLE 7B ELDER ABUSE	3,454	3,077	3,076	3,076	-1
1114	FED: TITLE 7A OMBUDSMAN SUPPLEMENT	32,641	6,653	34,171	34,171	27,518
1116	FED: USDA - US DEPT OF AGRICULTURAL	97,530	97,530	102,309	102,309	4,779
1120	FED: IIID PREVENTIVE HEALTH	12,306	11,713	11,713	11,713	0
1122	FED:IIIE - FAMILY CAREGIVER SUPPORT PRGM	110,205	95,478	95,882	95,882	404
<b>CLASS: 10</b>	<b>REV: FEDERAL INTERGOVERNMENTAL</b>	7,798,545	7,151,829	11,223,219	11,223,219	4,071,390
1740	CHARGES FOR SERVICES	343,746	556,624	373,170	373,170	-183,454
1759	SENIOR NUTRITION SERVICES	315,937	306,929	236,286	236,286	-70,643
1800	INTERFND REV: SERVICE BETWEEN FUND	10,000	20,000	0	0	-20,000
1830	INTERFND REV:ALLOCATED	808,186	836,632	681,210	681,210	-155,422
1831	INTERFND REV:ALLOCATED	4,923	4,923	6,220	6,220	1,297
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	1,482,792	1,725,108	1,296,886	1,296,886	-428,222
1940	MISC: REVENUE	4,005	29,005	18,547	18,547	-10,458
1943	MISC: DONATION	281,869	474,601	311,453	311,453	-163,148
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	285,874	503,606	330,000	330,000	-173,606
2020	OPERATING TRANSFERS IN	1,745,609	1,811,186	1,394,219	1,359,216	-451,970
2061	PRINCIPAL LOAN/NOTES REPAYMENT	603,990	609,604	629,322	629,322	19,718
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	2,349,599	2,420,790	2,023,541	1,988,538	-432,252
0001	FUND BALANCE	696,331	468,274	759,890	759,890	291,616
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	696,331	468,274	759,890	759,890	291,616
<b>TYPE: R SUBTOTAL</b>		14,862,964	14,638,827	17,718,118	17,683,115	3,044,288

# HUMAN SERVICES

## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 53 HUMAN SERVICES

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
			BUDGET		BUDGET	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
3000	PERMANENT EMPLOYEES / ELECTED	3,562,784	3,809,667	3,577,208	3,542,205	-267,462
3001	TEMPORARY EMPLOYEES	475,094	511,599	549,170	549,170	37,571
3004	OTHER COMPENSATION	0	0	1,874	1,874	1,874
3005	TAHOE DIFFERENTIAL	22,968	21,000	22,200	22,200	1,200
3006	BILINGUAL PAY	8,736	8,944	8,528	8,528	-416
3020	RETIREMENT EMPLOYER SHARE	692,142	751,926	702,101	702,101	-49,825
3022	MEDI CARE EMPLOYER SHARE	50,292	55,567	50,192	50,192	-5,375
3040	HEALTH INSURANCE EMPLOYER SHARE	761,669	825,521	796,958	796,958	-28,563
3041	UNEMPLOYMENT INSURANCE EMPLOYER	13,304	14,729	26,828	26,828	12,099
3042	LONG TERM DISABILITY EMPLOYER SHARE	12,998	14,142	12,881	12,881	-1,261
3043	DEFERRED COMPENSATION EMPLOYER	8,752	9,337	7,209	7,209	-2,128
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	243,064	243,064	63,982	63,982	-179,082
3060	WORKERS' COMPENSATION EMPLOYER	82,962	82,962	77,249	77,249	-5,713
3080	FLEXIBLE BENEFITS	23,298	25,800	29,400	29,400	3,600
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>5,958,063</b>	<b>6,374,258</b>	<b>5,925,780</b>	<b>5,890,777</b>	<b>-483,481</b>
4040	TELEPHONE COMPANY VENDOR PAYMENTS	900	900	2,500	2,500	1,600
4041	COUNTY PASS THRU TELEPHONE CHARGES	5,242	5,332	4,184	4,184	-1,148
4060	FOOD AND FOOD PRODUCTS	416,261	431,799	490,426	490,426	58,627
4081	PAPER GOODS	51,150	52,400	82,550	82,550	30,150
4082	HOUSEHOLD EXP: OTHER	19,564	24,885	10,390	10,390	-14,495
4083	LAUNDRY	6,732	6,732	7,132	7,132	400
4084	EXPENDABLE EQUIPMENT	2,000	2,000	2,000	2,000	0
4085	REFUSE DISPOSAL	7,750	7,380	8,981	8,981	1,601
4086	JANITORIAL / CUSTODIAL SERVICES	18,037	20,812	4,599	4,599	-16,213
4100	INSURANCE: PREMIUM	50,100	50,100	99,748	99,748	49,648
4101	INSURANCE: ADDITIONAL LIABILITY	6,600	6,600	6,600	6,600	0
4140	MAINT: EQUIPMENT	2,700	2,700	7,287	7,287	4,587
4141	MAINT: OFFICE EQUIPMENT	1,150	1,250	1,400	1,400	150
4160	VEH MAINT: SERVICE CONTRACT	1,325	1,325	925	925	-400
4180	MAINT: BUILDING & IMPROVEMENTS	880	880	4,318	4,318	3,438
4183	MAINT: GROUNDS	0	0	357	357	357
4200	MEDICAL, DENTAL & LABORATORY SUPPLIES	0	250	0	0	-250
4220	MEMBERSHIPS	20,659	23,244	30,507	30,507	7,263
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	500	500	500	500	0
4260	OFFICE EXPENSE	36,607	39,024	33,201	33,201	-5,823
4261	POSTAGE	20,762	21,392	21,100	21,100	-292
4262	SOFTWARE	33,451	35,505	600	600	-34,905
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	3,593	3,593	2,700	2,700	-893
4264	BOOKS / MANUALS	2,825	3,100	2,725	2,725	-375
4265	LAW BOOKS	2,000	2,000	2,100	2,100	100
4266	PRINTING / DUPLICATING SERVICES	21,250	22,500	21,236	21,236	-1,264

# HUMAN SERVICES

## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 53 HUMAN SERVICES

	MID-YEAR PROJECTION	CURRENT YR		CAO		DIFFERENCE
		APPROVED BUDGET	DEPARTMENT REQUEST	RECOMMENDED BUDGET		
4300 PROFESSIONAL & SPECIALIZED SERVICES	127,381	354,768	2,004,944	2,004,944	1,650,176	
4313 LEGAL SERVICES	200	200	200	200	0	
4318 INTERPRETER	0	0	400	400	400	
4324 MEDICAL,DENTAL,LAB & AMBULANCE SRV	914	914	1,750	1,750	836	
4400 PUBLICATION & LEGAL NOTICES	3,000	3,163	3,000	3,000	-163	
4420 RENT & LEASE: EQUIPMENT	22,754	26,109	29,011	29,011	2,902	
4440 RENT & LEASE: BUILDING & IMPROVEMENTS	115,817	115,817	86,148	86,148	-29,669	
4460 EQUIP: SMALL TOOLS & INSTRUMENTS	375	375	3,000	3,000	2,625	
4461 EQUIP: MINOR	11,378	41,385	2,530	2,530	-38,855	
4462 EQUIP: COMPUTER	29,131	27,400	35,700	35,700	8,300	
4501 SPECIAL PROJECTS	4,825,866	4,600,846	4,231,236	4,231,236	-369,610	
4503 STAFF DEVELOPMENT	14,859	15,380	14,050	14,050	-1,330	
4506 FILM DEVELOPMENT & PHOTOGRAPHY	125	125	0	0	-125	
4529 SOFTWARE LICENSE	0	0	28,666	28,666	28,666	
4532 CLIENT PROGRAM SERVICES	1,271,191	670,905	2,858,050	2,858,050	2,187,145	
4600 TRANSPORTATION & TRAVEL	26,844	25,811	24,084	24,084	-1,727	
4601 VOLUNTEER: TRANSPORTATION & TRAVEL	50	50	50	50	0	
4602 MILEAGE: EMPLOYEE PRIVATE AUTO	23,834	27,196	20,506	20,506	-6,690	
4604 MILEAGE: VOLUNTEER PRIVATE AUTO	35,003	34,948	65,792	65,792	30,844	
4605 RENT & LEASE: VEHICLE	42,130	42,130	26,372	26,372	-15,758	
4606 FUEL PURCHASES	21,825	22,025	20,950	20,950	-1,075	
4620 UTILITIES	113,853	117,138	104,659	104,659	-12,479	
<b>CLASS: 40 SERVICE &amp; SUPPLIES</b>	<b>7,418,568</b>	<b>6,892,888</b>	<b>10,409,164</b>	<b>10,409,164</b>	<b>3,516,276</b>	
5012 ANCILLARY SERVICES	195,625	0	195,625	195,625	195,625	
5301 INTERFND: TELEPHONE EQUIPMENT &	34,947	35,121	38,010	38,010	2,889	
5304 INTERFND: MAIL SERVICE	1,199	1,199	2,300	2,300	1,101	
5305 INTERFND: STORES SUPPORT	4,043	4,043	3,263	3,263	-780	
5306 INTERFND: CENTRAL DUPLICATING	10,635	11,520	11,815	11,815	295	
5307 INTERFND: LEASE ADMINISTRATION FEE	1,736	1,736	0	0	-1,736	
5308 INTERFND: MAINFRAME SUPPORT	46,171	46,171	53,777	53,777	7,606	
5314 INTERFND: PC SUPPORT	12,777	13,277	12,890	12,890	-387	
5318 INTERFND: MAINTENANCE BLDG & IMPRV	10,399	10,463	2,200	2,200	-8,263	
5320 INTERFND: NETWORK SUPPORT	80,216	80,216	68,534	68,534	-11,682	
<b>CLASS: 50 OTHER CHARGES</b>	<b>397,748</b>	<b>203,746</b>	<b>388,414</b>	<b>388,414</b>	<b>184,668</b>	
6020 FIXED ASSET: BUILDING & IMPROVEMENTS	868,160	868,160	832,160	832,160	-36,000	
6040 FIXED ASSET: EQUIPMENT	16,100	26,600	22,100	22,100	-4,500	
6042 FIXED ASSET: COMPUTER SYSTEM EQUIP	4,300	2,150	0	0	-2,150	
<b>CLASS: 60 FIXED ASSETS</b>	<b>888,560</b>	<b>896,910</b>	<b>854,260</b>	<b>854,260</b>	<b>-42,650</b>	
7001 OPERATING TRANSFERS OUT: FLEET	25,025	46,025	0	0	-46,025	
<b>CLASS: 70 OTHER FINANCING USES</b>	<b>25,025</b>	<b>46,025</b>	<b>0</b>	<b>0</b>	<b>-46,025</b>	
7250 INTRAFND: NOT GEN FUND / SAME FUND	215,000	265,000	172,000	172,000	-93,000	
7260 INTRAFND: ALLOCATED SALARIES & ADMIN	402,951	413,996	366,336	366,336	-47,660	
7261 INTRAFND: ALLOCATED SERVICES & SUPPLIES	63,573	63,573	63,175	63,175	-398	

# HUMAN SERVICES

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## Financial Information by Fund Type

**FUND TYPE:** 11 SPECIAL REVENUE FUND  
**DEPARTMENT:** 53 HUMAN SERVICES

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	681,524	742,569	601,511	601,511	-141,058
7380	INTRFND ABATEMENTS: NOT GENERAL	-20,000	-20,000	-31,500	-31,500	-11,500
7390	INTRFND ABTMNTS: ALLOCAT SAL & ADMIN	-422,951	-433,996	-366,336	-366,336	67,660
7391	INTRFND ABTMNTS: ALLOCAT SERV & SUPP	-63,573	-63,573	-63,175	-63,175	398
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-506,524	-517,569	-461,011	-461,011	56,558
<b>TYPE: E SUBTOTAL</b>		14,862,964	14,638,827	17,718,118	17,683,115	3,044,288
<b>FUND TYPE:</b>	<b>11 SUBTOTAL</b>	0	0	0	0	0

# HUMAN SERVICES

## Financial Information by Fund Type

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 53 HUMAN SERVICES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0400	REV: INTEREST	30,000	30,000	20,000	20,000	-10,000
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	30,000	30,000	20,000	20,000	-10,000
0580	ST: ADMIN PUBLIC ASSISTANCE	312,187	327,007	488,291	488,291	161,284
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	312,187	327,007	488,291	488,291	161,284
1100	FED: OTHER	3,190,123	3,132,672	3,305,292	3,305,292	172,620
1107	FED: MEDI CAL	468,054	490,510	576,398	576,398	85,888
1115	FED: HAP PORTABLE ADMINISTRATION FEE	10,817	8,244	10,506	10,506	2,262
<b>CLASS: 10</b>	<b>REV: FEDERAL INTERGOVERNMENTAL</b>	3,668,994	3,631,426	3,892,196	3,892,196	260,770
1200	REV: OTHER GOVERNMENTAL AGENCIES	123,900	108,062	124,403	124,403	16,341
<b>CLASS: 12</b>	<b>REV: OTHER GOVERNMENTAL</b>	123,900	108,062	124,403	124,403	16,341
1800	INTERFND REV: SERVICE BETWEEN FUND	96,000	96,000	156,975	156,975	60,975
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	96,000	96,000	156,975	156,975	60,975
1940	MISC: REVENUE	1,000	1,000	1,000	1,000	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	1,000	1,000	1,000	1,000	0
2020	OPERATING TRANSFERS IN	168,868	176,503	68,868	68,868	-107,635
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	168,868	176,503	68,868	68,868	-107,635
0001	FUND BALANCE	6,861	48,025	7,025	7,025	-41,000
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	6,861	48,025	7,025	7,025	-41,000
<b>TYPE: R SUBTOTAL</b>		4,407,810	4,418,023	4,758,758	4,758,758	340,735

# HUMAN SERVICES

## Financial Information by Fund Type

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 53 HUMAN SERVICES

	MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>					
<b>SUBOBJ SUBOBJ TITLE</b>					
4040	TELEPHONE COMPANY VENDOR PAYMENTS	240	240	240	0
4041	COUNTY PASS THRU TELEPHONE CHARGES	503	503	493	-10
4081	PAPER GOODS	50	50	50	0
4082	HOUSEHOLD EXP: OTHER	250	250	300	50
4083	LAUNDRY	50	50	50	0
4086	JANITORIAL / CUSTODIAL SERVICES	655	655	504	-151
4100	INSURANCE: PREMIUM	5,888	5,888	13,188	7,300
4140	MAINT: EQUIPMENT	200	200	200	0
4141	MAINT: OFFICE EQUIPMENT	500	500	500	0
4160	VEH MAINT: SERVICE CONTRACT	140	140	140	0
4180	MAINT: BUILDING & IMPROVEMENTS	0	0	100	100
4182	MAINT: RENTAL PROPERTY	792	792	0	-792
4220	MEMBERSHIPS	2,363	2,363	0	-2,363
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	550	550	2,950	2,400
4260	OFFICE EXPENSE	6,900	6,900	7,000	100
4261	POSTAGE	9,500	9,500	10,000	500
4262	SOFTWARE	1,942	1,942	0	-1,942
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	1,000	1,000	750	-250
4264	BOOKS / MANUALS	1,000	1,000	1,000	0
4266	PRINTING / DUPLICATING SERVICES	1,000	1,000	2,000	1,000
4300	PROFESSIONAL & SPECIALIZED SERVICES	158,396	158,396	125,812	-32,584
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	250	250	250	0
4400	PUBLICATION & LEGAL NOTICES	1,250	1,250	1,500	250
4420	RENT & LEASE: EQUIPMENT	4,695	4,695	6,883	2,188
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	7,610	7,610	5,845	-1,765
4461	EQUIP: MINOR	400	400	200	-200
4462	EQUIP: COMPUTER	0	0	2,800	2,800
4501	SPECIAL PROJECTS	110,000	110,000	10,000	-100,000
4503	STAFF DEVELOPMENT	2,882	2,882	774	-2,108
4520	HAP: RENTALS HOUSING ASSIST PYMNT	123,900	108,062	124,403	16,341
4521	HAP: PORTABLE RENT TO OTHER COUNTIES	55,176	41,382	44,575	3,193
4522	HAP: PORTABLE ADMINSTRATION FEE	5,608	3,213	4,206	993
4523	HAP: HOUSING DAMAGE CLAIM	1,000	1,000	1,000	0
4524	FSS: ESCROW ACCOUNT FAM SELF	54,431	54,431	87,000	32,569
4529	SOFTWARE LICENSE	0	0	6,811	6,811
4535	HAP - UTILITY REIMBURSEMENT	8,740	5,500	10,518	5,018
4600	TRANSPORTATION & TRAVEL	2,164	2,164	2,500	336
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	1,778	1,778	2,500	722
4605	RENT & LEASE: VEHICLE	4,867	4,867	4,303	-564
4606	FUEL PURCHASES	2,800	2,800	4,200	1,400
4620	UTILITIES	1,872	1,872	631	-1,241

# HUMAN SERVICES

## Financial Information by Fund Type

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 53 HUMAN SERVICES

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	581,342	546,075	486,176	486,176	-59,899
5009	HOUSING	2,650,307	2,667,341	2,723,464	2,723,464	56,123
5024	IHSS HEALTH BENEFIT COSTS	480,000	480,000	897,000	897,000	417,000
5300	INTERFND: SERVICE BETWEEN FUND TYPES	5,144	5,144	5,544	5,544	400
5301	INTERFND: TELEPHONE EQUIPMENT &	8,890	8,890	6,588	6,588	-2,302
5304	INTERFND: MAIL SERVICE	140	140	304	304	164
5305	INTERFND: STORES SUPPORT	475	475	431	431	-44
5306	INTERFND: CENTRAL DUPLICATING	700	700	1,500	1,500	800
5307	INTERFND: LEASE ADMINISTRATION FEE	109	109	0	0	-109
5308	INTERFND: MAINFRAME SUPPORT	5,426	5,426	7,109	7,109	1,683
5314	INTERFND: PC SUPPORT	3,250	3,250	3,700	3,700	450
5316	INTERFND: IS PROGRAMMING SUPPORT	1,500	1,500	1,500	1,500	0
5320	INTERFND: NETWORK SUPPORT	9,427	9,427	9,061	9,061	-366
5330	INTERFND: ALLOCATED SALARIES/BENEFITS	657,808	686,254	614,951	614,951	-71,303
5331	INTERFND: ALLOCATED SERVICES/SUPPLIES	3,292	3,292	1,430	1,430	-1,862
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	3,826,468	3,871,948	4,272,582	4,272,582	400,634
<b>TYPE: E SUBTOTAL</b>		4,407,810	4,418,023	4,758,758	4,758,758	340,735
<b>FUND TYPE:</b>	<b>12 SUBTOTAL</b>	0	0	0	0	0
<b>DEPARTMENT:</b>	<b>53 SUBTOTAL</b>	581,771	623,587	979,321	956,952	333,365

# HUMAN SERVICES

## Personnel Allocations

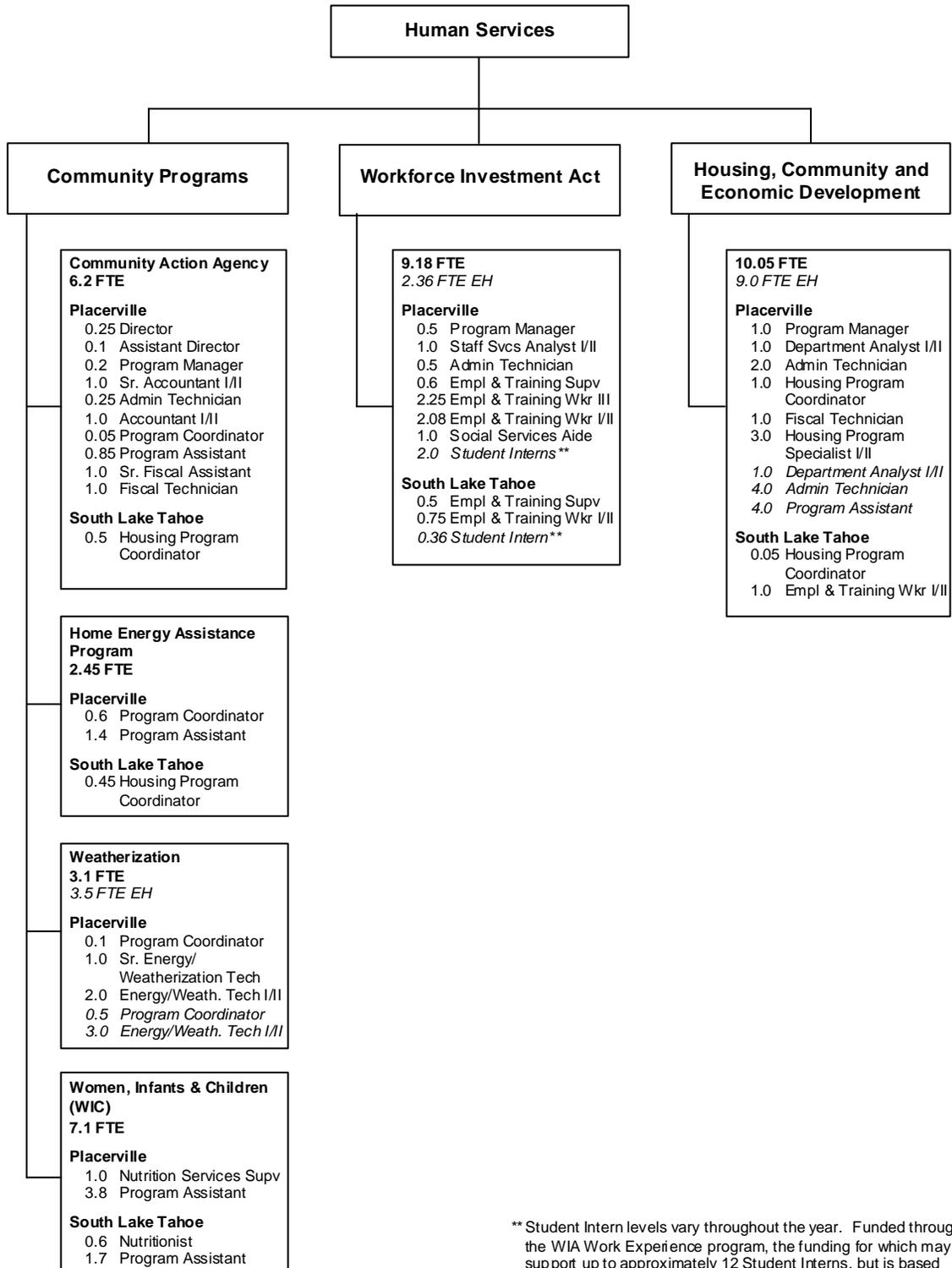
Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Account Clerk I/II/III	6.00	6.00	6.00	0.00
Account Clerk Supervisor I	1.00	1.00	1.00	0.00
Accountant I/II	3.00	3.00	3.00	0.00
Accounting Technician	3.00	3.00	3.00	0.00
Administrative Technician	6.00	6.00	6.00	0.00
Administrative Services Officer	1.00	1.00	1.00	0.00
Assistant Director of Human Services	1.00	1.00	1.00	0.00
Care Management Counselor I/II	4.00	4.00	4.00	0.00
Chief Fiscal Officer	1.00	1.00	1.00	0.00
Cook I/II	2.81	2.81	2.81	0.00
Department Analyst I/II	2.00	2.00	2.00	0.00
Deputy Public Guardian I/II	5.00	5.00	5.00	0.00
Director of Human Services	1.00	1.00	1.00	0.00
Eligibility Supervisor I	7.00	7.00	7.00	0.00
Eligibility Systems Specialist	3.00	3.00	3.00	0.00
Eligibility Worker I/II	40.00	40.00	40.00	0.00
Eligibility Worker III	14.00	14.00	14.00	0.00
Employment & Training Worker I/II	20.00	20.00	20.00	0.00
Employment & Training Worker III	7.50	7.50	7.50	0.00
Employment & Training Worker Supv	5.00	5.00	5.00	0.00
Energy Weatherization Technician I/II	2.00	2.00	2.00	0.00
Executive Assistant	1.00	1.00	1.00	0.00
Fair Hearing Officer	1.00	1.00	1.00	0.00
Fiscal Services Supervisor	1.00	1.00	1.00	0.00
Fiscal Technician	3.00	3.00	3.00	0.00
Food Services Aide	1.19	1.19	1.19	0.00
Food Services Supervisor	1.00	1.00	1.00	0.00
Homemaker	1.00	1.00	1.00	0.00
Homemaker Supervisor	1.00	1.00	1.00	0.00
Housing Program Coordinator	2.00	2.00	2.00	0.00
Housing Program Specialist I/II	3.00	3.00	3.00	0.00
IHSS Public Authority Registry/Training Specialist	2.00	2.00	2.00	0.00
Information Systems Coordinator	1.00	1.00	1.00	0.00
Mealsite Coordinator	6.00	6.00	6.00	0.00
Nutrition Services Supervisor	1.00	1.00	1.00	0.00
Nutritionist	0.60	0.60	0.60	0.00
Office Assistant I/II	16.00	16.00	16.00	0.00
Office Assistant III	13.00	13.00	13.00	0.00
Office Assistant Supervisor I/II	3.00	3.00	3.00	0.00
Paralegal I/II	2.00	1.00	1.00	(1.00)
Program Aide	2.69	2.69	2.69	0.00
Program Assistant	16.50	16.50	16.50	0.00
Program Coordinator	6.00	6.00	6.00	0.00
Program Manager - Protective Services	5.00	5.00	5.00	0.00
Program Manager I	4.00	4.00	4.00	0.00
Program Manager II	3.00	3.00	3.00	0.00
Public Health Nurse I/II	1.00	1.00	1.00	0.00
Secretary	1.00	1.00	1.00	0.00

## HUMAN SERVICES

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Senior Citizens Attorney I/II/III	2.00	1.50	1.50	(0.50)
Seniors' Daycare Program Supervisor	1.00	1.00	1.00	0.00
Social Services Aide	12.00	12.00	12.00	0.00
Social Services Supervisor II	9.50	9.50	9.50	0.00
Social Worker I/II	8.00	8.00	8.00	0.00
Social Worker III	21.55	21.55	21.55	0.00
Social Worker IV-A/IV-B	22.20	22.20	22.20	0.00
Sr. Accountant	2.00	2.00	2.00	0.00
Sr. Energy Weatherization Technician	1.00	1.00	1.00	0.00
Sr. Fiscal Assistant	2.00	2.00	2.00	0.00
Sr. Staff Services Analyst	1.00	1.00	1.00	0.00
Staff Services Analyst I/II	5.00	5.00	5.00	0.00
Staff Services Manager	1.00	1.00	1.00	0.00
Welfare Collections Officer	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>323.54</b>	<b>322.04</b>	<b>322.04</b>	<b>(1.50)</b>

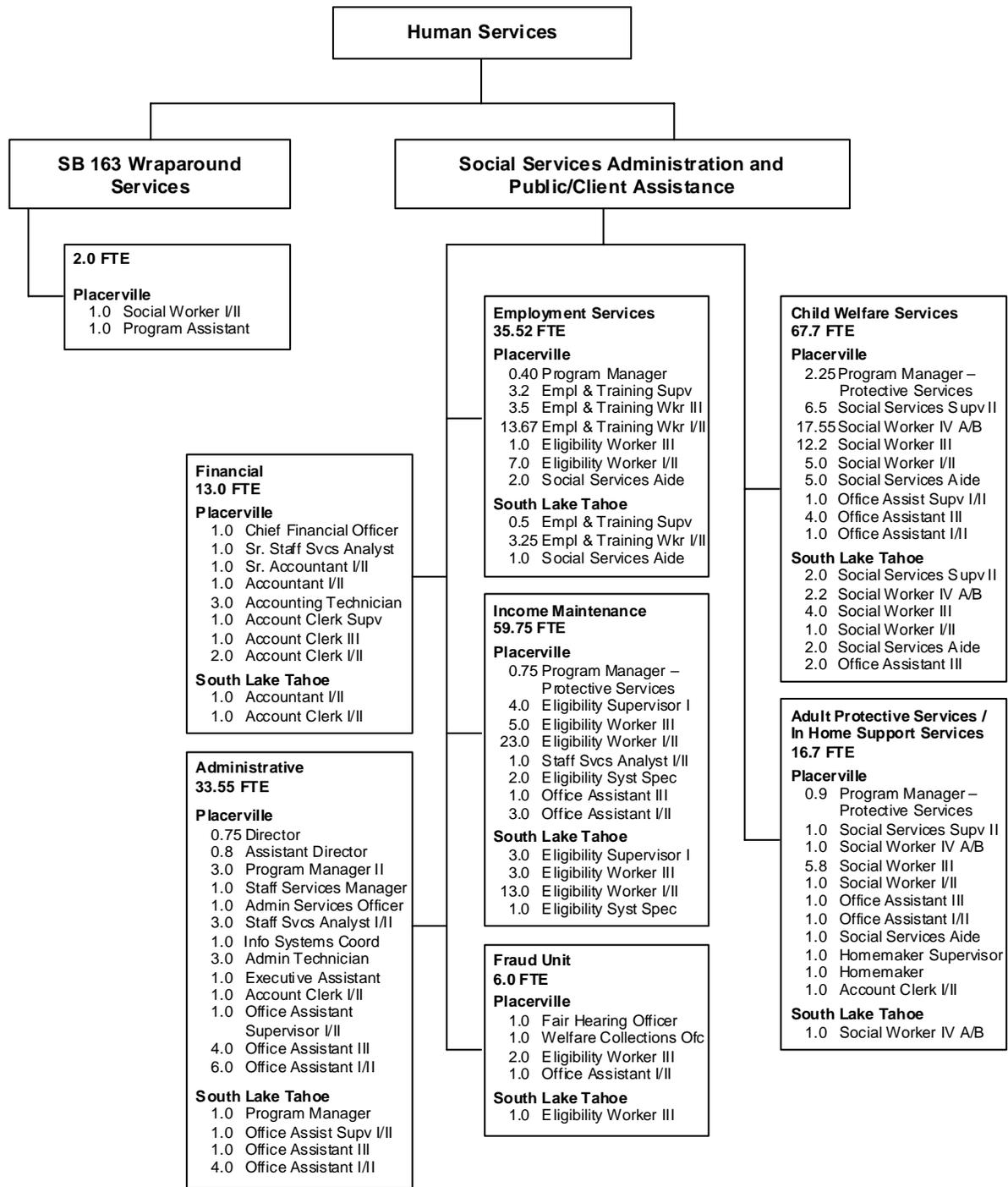
# HUMAN SERVICES

## Organization Chart



\*\* Student Intern levels vary throughout the year. Funded through the WIA Work Experience program, the funding for which may support up to approximately 12 Student Interns, but is based upon an individual's eligibility for the program.

# HUMAN SERVICES



## HUMAN SERVICES

### Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	10,167,935	10,443,322	8,837,962	8,701,325	10,600,843
Benefits	2,763,429	3,805,834	6,240,925	7,329,469	5,770,553
Services & Supplies	5,625,526	7,455,386	8,042,875	10,006,674	7,200,515
Other Charges	13,283,009	14,028,823	14,247,540	14,383,597	16,064,879
Fixed Assets	946,874	463,420	60,467	39,863	50,340
Operating Transfers	-	240,328	-	-	-
Intrafund Transfers	783,262	853,330	817,950	920,211	458,805
<b>Total Appropriations</b>	<b>33,570,035</b>	<b>37,290,443</b>	<b>38,247,719</b>	<b>41,381,139</b>	<b>40,145,935</b>
Use of Money	129,082	150,510	65,487	57,154	113,936
State	16,945,099	18,103,330	17,060,778	15,486,525	12,068,248
Federal	15,332,224	16,614,883	16,233,129	22,768,860	20,498,444
Other Governmental	7,096	-	-	7,500	47,959
Charges for Service	829,728	897,505	968,936	1,237,419	1,761,147
Misc.	535,254	528,323	582,377	735,891	776,879
Other Financing Sources	744,484	876,695	3,027,032	1,155,573	5,664,262
Use of Fund Balance	-	-	-	-	-
<b>Total Revenue</b>	<b>34,522,967</b>	<b>37,171,246</b>	<b>37,937,739</b>	<b>41,448,922</b>	<b>40,930,875</b>
<b>NCC</b>	<b>-</b>	<b>119,197</b>	<b>309,980</b>	<b>-</b>	<b>-</b>
<b>General Fund Contribution</b>	<b>640,952</b>	<b>692,298</b>	<b>927,351</b>	<b>937,314</b>	<b>951,962</b>
<b>FTE's</b>	<b>315</b>	<b>315</b>	<b>314</b>	<b>320</b>	<b>321</b>
<b>Fund Balance</b>					
Community Services	711,011	766,488	848,768	1,021,798	1,023,004
SB 163 Wraparound	29,733	-	-	-	182,776
IHSS	-	-	67,434	73,998	16,735

## HUMAN SERVICES

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	11,751,210	12,869,359	13,998,253	14,373,708	14,541,835
Benefits	6,261,055	6,068,482	6,772,906	8,029,556	6,910,378
Services & Supplies	6,995,574	8,195,924	6,219,492	11,395,066	13,884,382
Other Charges	16,772,663	17,259,052	22,244,961	22,671,789	22,687,464
Fixed Assets	284,224	35,636	174,951	1,318,710	1,104,260
Operating Transfers	25,000	22,689	15,000	50,025	25,000
Intrafund Transfers	653,191	742,324	581,836	1,058,428	1,079,995
<b>Total Appropriations</b>	<b>42,742,917</b>	<b>45,193,466</b>	<b>50,007,399</b>	<b>58,897,282</b>	<b>60,233,314</b>
Use of Money	109,533	125,207	412,358	124,221	78,980
State	12,585,669	12,538,401	13,408,407	15,660,062	13,090,533
Federal	20,812,215	22,457,779	24,669,276	30,665,548	36,217,453
Other Governmental	70,106	45,846	42,318	130,570	124,403
Charges for Service	2,049,003	2,001,625	1,954,883	2,191,332	1,998,578
Misc.	807,109	688,196	743,414	966,308	766,900
Other Financing Sources	6,551,582	6,633,948	8,673,835	7,874,278	6,232,600
Use of Fund Balance				703,192	766,915
<b>Total Revenue</b>	<b>42,985,217</b>	<b>44,491,002</b>	<b>49,904,491</b>	<b>58,315,511</b>	<b>59,276,362</b>
<b>NCC</b>	<b>-</b>	<b>702,464</b>	<b>102,908</b>	<b>581,771</b>	<b>956,952</b>
<b>General Fund Contribution</b>	<b>1,459,487</b>	<b>1,525,261</b>	<b>1,715,012</b>	<b>1,756,689</b>	<b>1,392,084</b>
<b>FTE's</b>	<b>328</b>	<b>322</b>	<b>339</b>	<b>341</b>	<b>322</b>
<b>Fund Balance</b>					
Community Services	1,382,007	993,078	1,438,042	475,870	431,915
SB 163 Wraparound	281,105	306,119	435,670	227,322	335,000
IHSS	217,851	154,863	278,695	-	-

## HUMAN SERVICES

10 Year Variance		
	\$ Change	% Change
Salaries	4,373,900	43%
Benefits	4,146,949	150%
Services & Supplies	8,258,856	147%
Other Charges	9,404,455	71%
Fixed Assets	157,386	17%
Operating Transfers	25,000	N/A
Intrafund Transfers	296,733	38%
<b>Total Appropriations</b>	<b>26,663,279</b>	<b>79%</b>
Use of Money	(50,102)	-39%
State	(3,854,566)	-23%
Federal	20,885,229	136%
Other Governmental	117,307	1653%
Charges for Service	1,168,850	141%
Misc.	231,646	43%
Other Financing Sources	5,488,116	737%
Use of Fund Balance	766,915	N/A
<b>Total Revenue</b>	<b>24,753,395</b>	<b>72%</b>
<b>NCC</b>	<b>956,952</b>	<b>N/A</b>
<b>General Fund Contribution</b>	<b>751,132</b>	<b>117%</b>
<b>FTE's</b>	<b>7</b>	<b>2%</b>

### Notes

In FY 2003-04 the Departments of Community Services and Social Services were combined to become the Department of Human Services.

The history shown reflects the total of both former departments in the years prior to the merger.

Increase from FY 2007-08 actuals to FY 2008-09 projections is due to several one-time revenues and expenditures including Federal stimulus funds, loan programs and grants for housing related activities, and Federal funds for Medi-Cal security improvements.

## VETERAN AFFAIRS

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### Mission

To assist veterans with any facet of their military experience and the administration of laws resulting from such service as well as to assist their dependents and survivors through entitlement assistance and successful litigation of claims to the U.S. Government.

### Program Summaries

#### Veteran Affairs

**Positions: 4.0 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$383,574**

**Total Revenues: \$37,465**

**Net County Cost: \$346,109**

**Furlough Value: \$8,229**

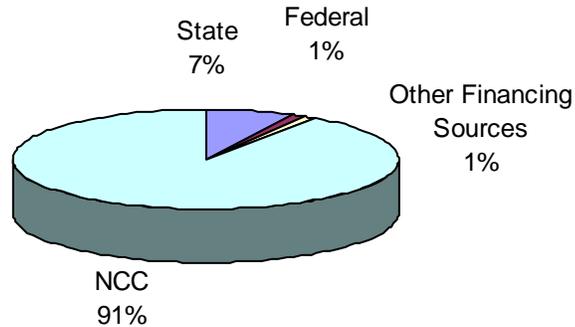
Staff provides information, benefit counseling, application assistance, case management, intercession and appellate advocacy with any facet of State and Federal law providing for the relief and assistance of persons who served in the military as well as for their dependents and survivors. Assistance may include home loans, pension, compensation, insurance, medical and domiciliary care, education programs, work study, veterans preference, survivors benefits, military retirement benefits, and many others. This program also provides community based coordination and delivery of federal and state programs providing relief for chronically homeless veterans and their survivors caused by disability or death, as well as providing services that ensure the reassimilation of returning war veterans, the rehabilitation of wounded, and when necessary, limited coordination and assistance in the return and burial of our dead. Staff must be trained and knowledgeable in all aspects of Title 38 United States Code (U.S.C.), much of Title 10 U.S.C., the California Military and Veterans Code and changing legislation. Staff also provides administrative support to the Commission on Veterans Affairs, payment coordination associated with the Veterans Memorial Building and coordination between the County and the various veterans' communities.

# VETERAN AFFAIRS

## Financial Charts

### Source of Funds

**State Intergovernmental (\$28,500):** State subvention funding is distributed to counties that establish and maintain a county veteran services officer on a pro rata basis under the California Military and Veterans Code § 972.1.



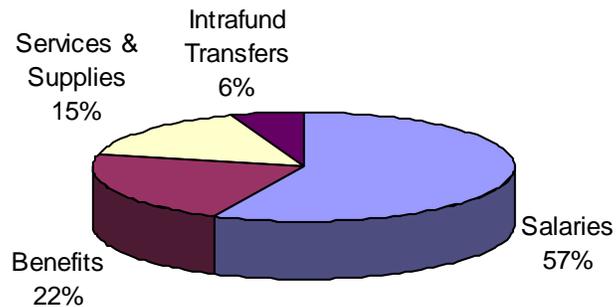
**Federal Intergovernmental (\$4,000):** The California Department of Veterans Affairs obtains federal matching funds to contribute toward the salaries and expenses of county veteran service officers on a pro rata basis for Medi-Cal related activities under CMVC § 972.5.

**Other (\$4,965):** Under CMVC § 972.2, the County receives revenue from special interest license plate fees which are deposited in a trust account.

**Net County Cost (\$346,109):** The department is primarily funded with discretionary General Fund tax dollars. These revenues are collected in Department 15 – General Fund Other Operations.

### Use of Funds

**Salaries & Benefits (\$302,866):** Primarily comprised of salaries (\$206,538), retirement (\$37,546) and health insurance (\$29,135).



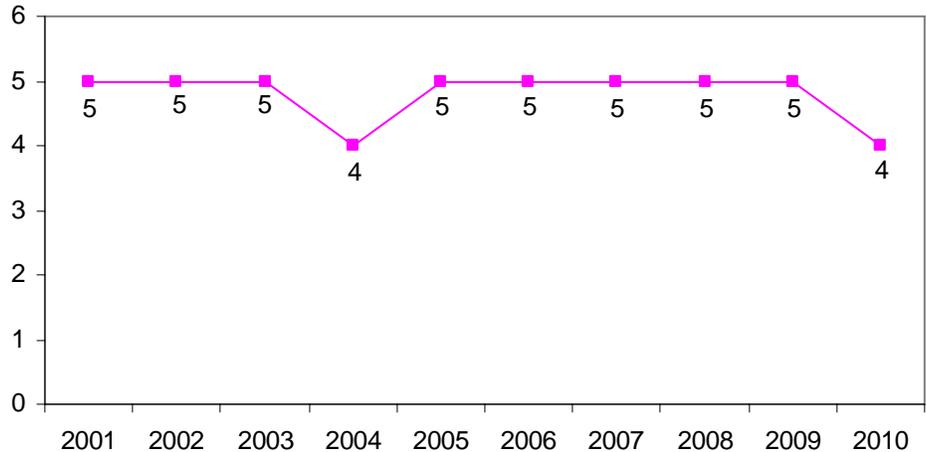
**Services & Supplies (\$59,441):** Primarily comprised of utilities (\$20,600), rental & lease equipment (\$5,660), refuse disposal (\$4,500), transportation & travel (\$3,965), and general liability insurance (\$2,904).

## VETERAN AFFAIRS

Intrafund Transfers (\$21,167): Intrafund transfers consist of charges from other departments for services such as telephone support (\$7,740), network support (\$7,714) and mainframe support (\$2,142).

### Staffing Trend

The proposed staff allocation for FY 2009-10 is 4 FTE's which is a decrease of one FTE from FY 2000-01 levels. The department assigns 0.25 FTE's for its Tahoe outreach.



### Chief Administrative Office Comments

The Proposed Budget for the Veteran Affairs Department reflects staffing changes made during FY 2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09.

Veteran Affairs is a very small department (4 FTE's) which performs its own administrative and supervisory functions. Although the department has a relatively small net county cost, it may be inefficient have distinct administrative and supervisory functions for such a small department. At some point the Board of Supervisors may want to consider consolidating the functions, but not location, of Veterans Affairs Department with the Human Services Department. The Board may be able to expand its support for veterans by adding up to three veteran service representative positions by consolidating the supervisory and administrative functions of Veteran Affairs into a larger department. Allowing the Veterans Division staff to work from the Veterans Memorial Building may avoid concern some veterans and organizations have about contacting the "welfare" department for assistance with benefits they have earned in service to our country. Although the supervisory and administrative functions would be invisible, the presence of additional veteran services representatives may be beneficial to the community.

# VETERANS AFFAIRS

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## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 51 VETERAN AFFAIRS

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
			BUDGET		BUDGET	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0800	ST: VETERANS' AFFAIRS	28,670	28,670	28,500	28,500	-170
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	28,670	28,670	28,500	28,500	-170
1107	FED: MEDI CAL	4,300	4,300	4,000	4,000	-300
<b>CLASS: 10</b>	<b>REV: FEDERAL INTERGOVERNMENTAL</b>	4,300	4,300	4,000	4,000	-300
2020	OPERATING TRANSFERS IN	43,650	43,650	4,965	4,965	-38,685
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	43,650	43,650	4,965	4,965	-38,685
<b>TYPE: R SUBTOTAL</b>		76,620	76,620	37,465	37,465	-39,155

# VETERANS AFFAIRS

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 51 VETERAN AFFAIRS

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	
					DIFFERENCE	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	252,355	252,355	214,767	206,538	-45,817
3004	OTHER COMPENSATION	4,500	4,500	3,728	3,728	-772
3005	TAHOE DIFFERENTIAL	2,400	2,400	2,400	2,400	0
3020	RETIREMENT EMPLOYER SHARE	44,698	44,698	37,546	37,546	-7,152
3022	MEDI CARE EMPLOYER SHARE	2,515	2,515	1,970	1,970	-545
3040	HEALTH INSURANCE EMPLOYER SHARE	39,558	39,558	29,135	29,135	-10,422
3041	UNEMPLOYMENT INSURANCE EMPLOYER	947	947	1,611	1,611	664
3042	LONG TERM DISABILITY EMPLOYER SHARE	908	908	773	773	-135
3043	DEFERRED COMPENSATION EMPLOYER	2,033	2,033	2,033	2,033	0
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	14,512	14,512	3,752	3,752	-10,760
3060	WORKERS' COMPENSATION EMPLOYER	1,380	1,380	1,380	1,380	0
3080	FLEXIBLE BENEFITS	12,000	12,000	12,000	12,000	0
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>377,806</b>	<b>377,806</b>	<b>311,095</b>	<b>302,866</b>	<b>-74,939</b>
4040	TELEPHONE COMPANY VENDOR PAYMENTS	860	860	600	600	-260
4041	COUNTY PASS THRU TELEPHONE CHARGES	1,062	1,062	960	960	-102
4080	HOUSEHOLD EXPENSE	30	30	30	30	0
4085	REFUSE DISPOSAL	4,421	4,421	4,500	4,500	79
4100	INSURANCE: PREMIUM	1,522	1,522	2,904	2,904	1,382
4101	INSURANCE: ADDITIONAL LIABILITY	2,200	2,200	1,500	1,500	-700
4141	MAINT: OFFICE EQUIPMENT	50	50	50	50	0
4142	MAINT: TELEPHONE / RADIO	50	50	50	50	0
4143	MAINT: SERVICE CONTRACT	700	700	700	700	0
4145	MAINTENANCE: EQUIPMENT PARTS	0	0	50	50	50
4160	VEH MAINT: SERVICE CONTRACT	0	0	200	200	200
4163	VEH MAINT: INVENTORY	100	100	100	100	0
4180	MAINT: BUILDING & IMPROVEMENTS	2,858	2,858	2,200	2,200	-658
4220	MEMBERSHIPS	1,090	1,090	1,060	1,060	-30
4260	OFFICE EXPENSE	2,178	2,178	2,000	2,000	-178
4261	POSTAGE	1,160	1,160	1,175	1,175	15
4262	SOFTWARE	225	225	225	225	0
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	455	455	250	250	-205
4264	BOOKS / MANUALS	395	395	400	400	5
4266	PRINTING / DUPLICATING SERVICES	9,470	9,470	300	300	-9,170
4300	PROFESSIONAL & SPECIALIZED SERVICES	28,397	28,397	0	0	-28,397
4335	EDC DEPT OR AGENCY EL DORADO	100	100	150	150	50
4400	PUBLICATION & LEGAL NOTICES	1,350	1,350	50	50	-1,300
4420	RENT & LEASE: EQUIPMENT	5,659	5,659	5,660	5,660	1
4461	EQUIP: MINOR	0	0	300	300	300
4500	SPECIAL DEPT EXPENSE	3,000	3,000	0	0	-3,000
4503	STAFF DEVELOPMENT	994	994	1,000	1,000	6
4529	SOFTWARE LICENSE	1,311	1,311	1,312	1,312	1

# VETERANS AFFAIRS

## Financial Information by Fund Type

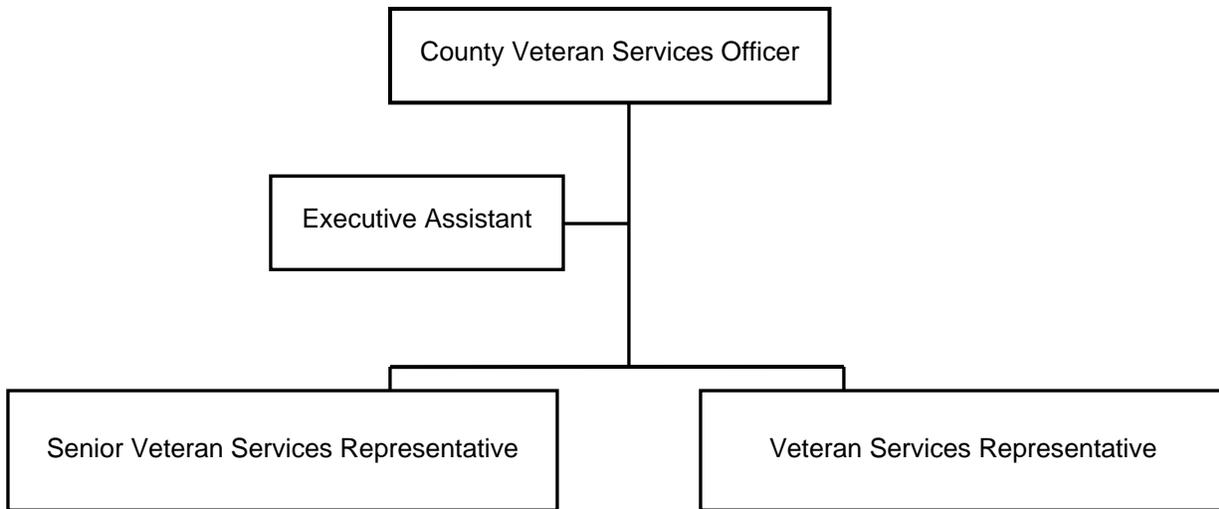
**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 51 VETERAN AFFAIRS

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
4600	TRANSPORTATION & TRAVEL	4,116	4,116	3,965	3,965	-151
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	1,667	1,667	1,700	1,700	33
4604	MILEAGE: VOLUNTEER PRIVATE AUTO	1,273	1,273	1,300	1,300	27
4605	RENT & LEASE: VEHICLE	2,125	2,125	2,150	2,150	25
4606	FUEL PURCHASES	1,069	1,069	2,000	2,000	931
4620	UTILITIES	20,658	20,658	20,600	20,600	-58
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	100,545	100,545	59,441	59,441	-41,104
5300	INTERFND: SERVICE BETWEEN FUND TYPES	100	100	100	100	0
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	100	100	100	100	0
6040	FIXED ASSET: EQUIPMENT	3,500	3,500	0	0	-3,500
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	3,500	3,500	0	0	-3,500
7220	INTRAFND: TELEPHONE EQUIPMENT &	7,740	7,740	7,740	7,740	0
7223	INTRAFND: MAIL SERVICE	1,280	1,280	1,280	875	-405
7224	INTRAFND: STORES SUPPORT	391	391	391	204	-187
7225	INTRAFND: CENTRAL DUPLICATING	100	100	100	100	0
7227	INTRAFND: MAINFRAME SUPPORT	2,142	2,142	2,142	2,344	202
7229	INTRAFND: PC SUPPORT	1,800	1,800	1,800	1,468	-332
7234	INTRAFND: NETWORK SUPPORT	7,714	7,714	7,714	8,436	722
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	21,167	21,167	21,167	21,167	0
<b>TYPE: E SUBTOTAL</b>		503,118	503,118	391,803	383,574	-119,543
<b>FUND TYPE: 10 SUBTOTAL</b>		426,498	426,498	354,338	346,109	-80,388
<b>DEPARTMENT: 51 SUBTOTAL</b>		426,498	426,498	354,338	346,109	-80,388

# VETERANS AFFAIRS

## Personnel Allocations

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
County Veteran Services Officer	1.00	1.00	1.00	0.00
Executive Assistant	1.00	1.00	1.00	0.00
Senior Veteran Services Representative	1.00	1.00	1.00	0.00
Veteran Services Representative	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>



## VETERANS AFFAIRS

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### Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	205,030	215,370	208,396	182,462	182,868
Benefits	41,547	43,996	47,270	60,865	84,504
Services & Supplies	17,806	28,865	19,594	14,813	16,476
Other Charges	-	-	50	-	50
Fixed Assets	-	3,998	-	-	2,579
Intrafund Transfers	8,450	8,787	9,320	9,932	10,815
<b>Total Appropriations</b>	<b>272,833</b>	<b>301,016</b>	<b>284,630</b>	<b>268,072</b>	<b>297,292</b>
State	40,000	40,715	40,868	38,825	28,149
Federal	-	-	-	-	5,584
Misc.	-	18,000	-	-	-
<b>Total Revenue</b>	<b>40,000</b>	<b>58,715</b>	<b>40,868</b>	<b>38,825</b>	<b>33,733</b>
<b>NCC</b>	<b>232,833</b>	<b>242,301</b>	<b>243,762</b>	<b>229,247</b>	<b>263,559</b>
<b>FTE's</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>4</b>	<b>5</b>

## VETERANS AFFAIRS

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	189,937	239,211	247,370	229,247	218,495
Benefits	100,426	111,208	109,304	125,488	84,371
Services & Supplies	27,357	52,204	63,425	100,545	59,441
Other Charges	-	80	-	100	100
Fixed Assets	-	11,003	-	3,500	-
Intrafund Transfers	9,546	19,951	18,754	21,167	21,167
<b>Total Appropriations</b>	<b>327,266</b>	<b>433,657</b>	<b>438,853</b>	<b>480,047</b>	<b>383,574</b>
State	25,432	26,314	14,142	28,670	28,500
Federal	6,268	5,137	2,160	6,508	4,000
Misc.	-	-	-	-	-
Other Financing Sources	-	1,024	4,429	43,650	4,965
<b>Total Revenue</b>	<b>31,700</b>	<b>32,475</b>	<b>20,731</b>	<b>78,828</b>	<b>37,465</b>
<b>NCC</b>	<b>295,566</b>	<b>401,182</b>	<b>418,122</b>	<b>401,219</b>	<b>346,109</b>
<b>FTE's</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>4</b>

10 Year Variance		
	\$ Change	% Change
Salaries	13,465	7%
Benefits	42,824	103%
Services & Supplies	41,635	234%
Other Charges	100	N/A
Intrafund Transfers	12,717	-99%
<b>Total Appropriations</b>	<b>110,741</b>	<b>41%</b>
State	(11,500)	-29%
Federal	4,000	N/A
Other Financing Sources	4,965	N/A
<b>Total Revenue</b>	<b>(2,535)</b>	<b>-6%</b>
<b>NCC</b>	<b>113,276</b>	<b>49%</b>
<b>FTE's</b>	<b>(1)</b>	<b>-20%</b>

Notes



# LIBRARY

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## Mission

The El Dorado County Library enriches the lives of residents by promoting literacy, lifelong learning and love of reading through its information services, community facilities, public programs and comprehensive collections.

The mission of the El Dorado County Historical Museum is to exhibit and interpret the heritage of the County in a current, accurate, and engaging manner; to be a valuable historical resource to the community through its well organized research facility, historical exhibits and educational programs; to collect, document, and preserve artifacts and records significant to the history of El Dorado County using the highest standards of scholarship and professional museum and archival practices; and to provide a rewarding experience for volunteers and visitors and enhance the Museum's significance to the community.

## Program Summaries

### **Central Administration & Support**

**Positions: 7.7 FTE**  
**Extra Help: \$21,717**  
**Overtime: \$0**

**Total Appropriations: \$ 785,415**  
**Total Revenues: \$ 60,000**  
**Net County Cost: \$ 725,415**  
**Furlough Value: \$17,528**

Provides oversight, direction and support for the department and is responsible for administrative and business support functions including budgeting, accounting, payroll, personnel, purchasing and contract coordination, computer services and support and clerical operations. Also provides book ordering, cataloging and processing support for all branches. Revenue is the annual allocation from the California Public Library Foundation. Extra help and volunteers are used to label and cover books to make them shelf ready.

### **Main Library – Placerville**

**Positions: 7.0 FTE**  
**Extra Help: \$51,041**  
**Overtime: \$0**

**Total Appropriations: \$ 610,895**  
**Total Revenues: \$ 94,066**  
**Net County Cost: \$ 516,829**  
**Furlough Value: \$11,668**

Provides access to library materials and collections, public computers, reference and research assistance, and adult and children's programs that promote education and literacy. Maintains collection of 140,000 books and other items, and circulates 270,000 items annually. Open 35 hours per week. Revenue sources are fines and fees, donations, and fund balance. Extra help is generally used to supplement branch operations as necessary to ensure adequate staffing when the Library is opened to the public.

### **South Lake Tahoe Library**

**Positions: 5.5 FTE**  
**Extra Help: \$21,116**  
**Overtime: \$0**

**Total Appropriations: \$ 457,922**  
**Total Revenues: \$ 440,967**  
**Net County Cost: \$ 16,955**  
**Furlough Value: \$8,502**

Provides access to library materials and collections, public computers, reference and research assistance, and adult and children's programs that promote education and literacy. Maintains

## LIBRARY

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collection of 60,000 books and other items, and circulates 90,000 items annually. Open 41 hours per week. Revenue sources are library taxes, fines and fees, donations, and fund balance. Extra help is generally used to supplement branch operations as necessary to ensure adequate staffing when the Library is opened to the public.

### Cameron Park Library

**Positions: 4.25 FTE**

**Extra Help: \$30,507**

**Overtime: \$0**

**Total Appropriations: \$ 390,731**

**Total Revenues: \$ 302,467**

**Net County Cost: \$ 88,264**

**Furlough Value: \$7,590**

Provides access to library materials and collections, public computers, reference and research assistance, and adult and children's programs that promote education and literacy. Maintains collection of 75,000 books and other items, and circulates 170,000 items annually. Open 35 hours per week. Revenue sources are library assessments, fines and fees, donations, and fund balance. Extra help is generally used to supplement branch operations as necessary to ensure adequate staffing when the Library is opened to the public.

### Georgetown Library

**Positions: 1.0 FTE**

**Extra Help: \$9,514**

**Overtime: \$0**

**Total Appropriations: \$ 111,728**

**Total Revenues: \$ 96,767**

**Net County Cost: \$ 14,961**

**Furlough Value: \$1,395**

Provides access to library materials and collections, public computers, reference and research assistance, and children's programs that promote education and literacy. Maintains collection of 20,000 books and other items, and circulates 28,000 items annually. Open 30 hours per week. Revenue sources are library taxes, fines and fees, donations, and fund balance. Extra help is generally used to supplement branch operations as necessary to ensure adequate staffing when the Library is opened to the public.

### El Dorado Hills Library

**Positions: 5.0 FTE**

**Extra Help: \$37,498**

**Overtime: \$0**

**Total Appropriations: \$ 538,954**

**Total Revenues: \$ 499,267**

**Net County Cost: \$ 39,688**

**Furlough Value: \$8,308**

Provides access to library materials and collections, public computers, reference and research assistance, and adult and children's programs that promote education and literacy. Maintains collection of 60,000 books and other items, and circulates 200,000 items annually. Open 44 hours per week. Revenue sources are library taxes, fines and fees, donations, and fund balance. Extra help is generally used to supplement branch operations as necessary to ensure adequate staffing when the Library is opened to the public.

### Pollock Pines Library

**Positions: 0.6 FTE**

**Extra Help: \$7,556**

**Overtime: \$0**

**Total Appropriations: \$ 55,511**

**Total Revenues: \$ 5,167**

**Net County Cost: \$ 50,344**

**Furlough Value: \$1,395**

Provides access to library materials and collections, public computers, reference and research assistance, and children's programs that promote education and literacy. Maintains collection of 16,000 books and other items, and circulates 21,000 items annually. Open 21 hours per week. Revenue sources are fines and fees, and donations. Extra help is generally used to supplement

## LIBRARY

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branch operations as necessary to ensure adequate staffing when the Library is opened to the public.

### **Bookmobile**

**Positions: 0 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$ 375**

**Total Revenues: \$ 0**

**Net County Cost: \$ 375**

**Furlough Value: \$0**

Provides access to library materials and collections at various community sites. Bookmobile service was eliminated in April 2008. Limited service may be reinstated with the use of donations and volunteers therefore appropriations of \$375 remain for minimal telephone and fuel costs.

### **Literacy**

**Positions: 0 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$ 210**

**Total Revenues: \$ 0**

**Net County Cost: \$ 210**

**Furlough Value: \$0**

Permanent Library literacy program staff was eliminated in FY 2008-09. Current appropriations are for telephone costs for the limited services provided by volunteers to tutor adults with low reading, math and computer skills and provide assistance with English as a Second Language.

### **Law Library**

**Positions: 0 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$ 34,320**

**Total Revenues: \$ 0**

**Net County Cost: \$ 34,320**

**Furlough Value: \$0**

This division represents the County's contribution to the Law Library for rent, custodial services, and utilities. Other expenses associated with the Law Library are funded with court filing fees and administered by the County Law Library Board.

### **Museum**

**Positions: 1 FTE**

**Extra Help: \$0**

**Overtime: \$0**

**Total Appropriations: \$ 115,276**

**Total Revenues: \$ 10,500**

**Net County Cost: \$ 104,776**

**Furlough Value: \$2,267**

Provides public access to a large collection of exhibits, artifacts and documents related to El Dorado County. Open six days per week. Revenues are from entrance fees and the sale of historical books and photographs. Volunteers are used extensively to provide access to the museum and for historical research.

# LIBRARY

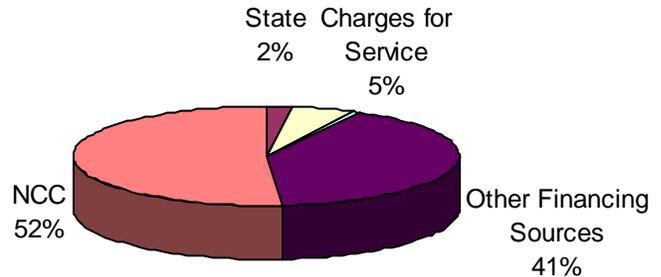
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## Financial Charts

### Source of Funds

Use of Money and Property (\$2,700): Charges for meeting room rental to outside agencies and the public.

State Intergovernmental (\$62,400): Estimated allocation from State Public Library Fund (\$60,000) and California State Library reimbursement for inter-library book loans (\$2,400).



Charges for Services (\$167,100): Library fines and fees and lost book fees for all branches.

Miscellaneous (\$15,501): Donations from Friends of the Library groups and others.

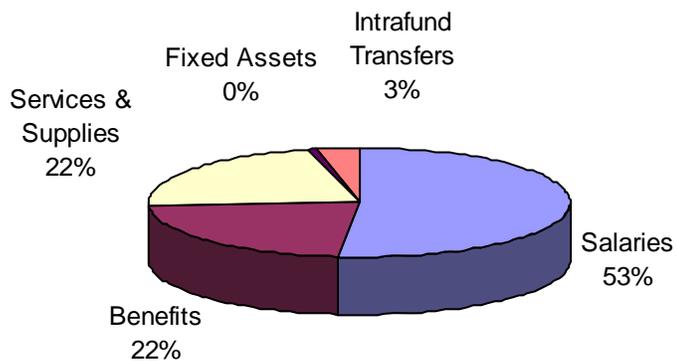
Other Financing Sources (\$1,261,500): Operating transfers from the special taxes collected in the various library zones of benefit.

Net County Cost (\$1,592,136): The department is also funded with discretionary General Fund tax revenues. These revenues are collected in Department 15 – General Fund Other Operations.

### Use of Funds

Salaries & Benefits (\$2,294,647): Primarily comprised of salaries (\$1,601,324), retirement (\$287,513) and health insurance (\$298,503).

Services & Supplies (\$688,368): Primarily comprised of library circulation and reference materials (\$239,150) including books, audio materials and subscriptions; building rents and security systems (\$54,135); computer software and hardware for library operations (\$66,751); and office expenses (\$34,500).



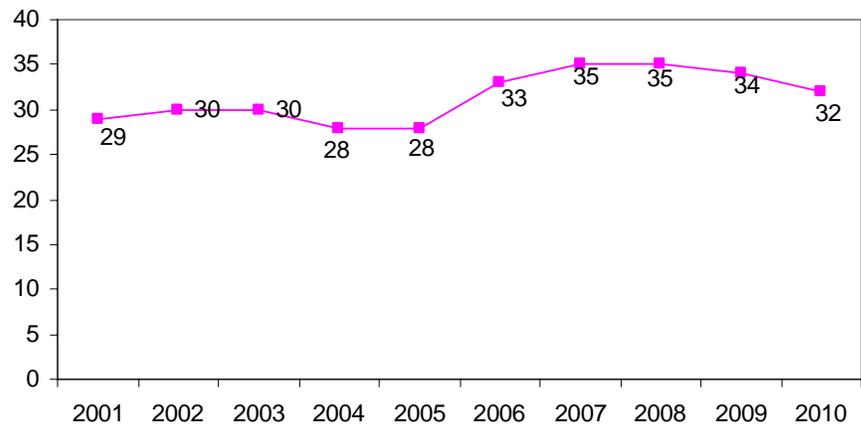
## LIBRARY

Fixed Assets (\$14,800): Primarily for replacement of aging computers, printers and data storage units necessary for library operations.

Intrafund Transfers (\$102,322): Primarily comprised of charges from other departments for services such as network support (\$23,622), mainframe support (\$18,684), and telephone costs (\$39,300).

### Staffing Trend

Staffing for the Library over the past ten years has gone from 29 FTE in FY 2000-01 to 34.95 FTE when the El Dorado Hills Library was opened in FY2006-07. Since that time, 1 FTE was added with the transfer of the Museum program in FY2008-09 and 3.9 FTE Library program positions were eliminated due to budget reductions. The proposed staff allocation for FY2009-10 is 32.05 FTE with 26.55 on the West Slope and 5.5 at South Lake Tahoe.



### Chief Administrative Office Comments

The Proposed Budget for the Library reflects staffing changes made during FY 2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09. The total Proposed Budget for the Library is \$3,101,337 with a net County Cost of \$1,592,136.

The Library has worked diligently to maintain adequate service levels and branch hours in spite of significant budget and staffing reductions over the last two fiscal years. The bookmobile and literacy program were eliminated in FY 2007-08 (1.5 FTE) and additional reductions were made in the fall of 2008 to permanent staff (2.4 FTE) and extra help. As a result, library hours at several branches were reduced or adjusted, including the Saturday closure of the Cameron Park Library. Library usage continues to increase an average of 12% annually, reflecting a national trend that is responding to the economic downturn.

The Library has been working to sustain and improve library service to the public with the use of funding sources in addition to library taxes and General Fund. First Five El Dorado has been provided support for children's programs and services to children under five years old, and the Department is working to continue that collaboration in FY 2009-10. First Five grant funds have not been included in the budget at this time due to uncertainty of State budget decisions regarding this program. The Friends of the Library in Placerville have provided funds to acquire

## LIBRARY

an automated "self-check" system at the Main Library that will assist in managing the increase in library use with a reduced staff. The Department may restore limited bookmobile service in FY 2009-10 with the use of donations from the Friends of the Library and private funding sources.

The Museum program employs one permanent staff member who, with the assistance of numerous volunteers, is working to enhance interior and exterior exhibits, improve research tools available on the Museum website, and increase visitation by promoting its services through marketing and outreach events. Staff continues to pursue funding opportunities and donations to help increase revenues and sustain programs.

### Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 60 LIBRARY

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0341	PENALTY: RESTITUTION	448	0	0	0	0
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp; PENALTIES</b>	448	0	0	0	0
0420	RENT: LAND & BUILDINGS	2,350	3,600	2,700	2,700	-900
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	2,350	3,600	2,700	2,700	-900
0880	ST: OTHER	225,823	64,972	62,400	62,400	-2,572
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	225,823	64,972	62,400	62,400	-2,572
1100	FED: OTHER	18,460	0	0	0	0
<b>CLASS: 10</b>	<b>REV: FEDERAL INTERGOVERNMENTAL</b>	18,460	0	0	0	0
1700	LIBRARY SERVICES	169,700	157,700	167,100	167,100	9,400
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	169,700	157,700	167,100	167,100	9,400
1940	MISC: REVENUE	5,350	1,000	500	500	-500
1943	MISC: DONATION	8,021	3,400	5,000	5,000	1,600
1954	MISC DONATIONS: FRIENDS OF LIBRARY	40,740	6,000	10,001	10,001	4,001
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	54,111	10,400	15,501	15,501	5,101
2020	OPERATING TRANSFERS IN	1,223,142	1,254,634	1,261,500	1,261,500	6,866
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	1,223,142	1,254,634	1,261,500	1,261,500	6,866
<b>TYPE: R SUBTOTAL</b>		1,694,034	1,491,306	1,509,201	1,509,201	17,895

# LIBRARY

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
DEPARTMENT: 60 LIBRARY

		CURRENT YR	CAO			
		MID-YEAR	DEPARTMENT	RECOMMENDED	DIFFERENCE	
		PROJECTION	REQUEST	BUDGET		
		APPROVED				
		BUDGET				
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	1,375,249	1,494,873	1,481,028	1,422,375	-72,498
3001	TEMPORARY EMPLOYEES	282,526	191,838	178,949	178,949	-12,889
3004	OTHER COMPENSATION	33,711	3,335	0	0	-3,335
3005	TAHOE DIFFERENTIAL	13,200	13,200	13,200	13,200	0
3006	BILINGUAL PAY	2,600	2,600	4,160	4,160	1,560
3020	RETIREMENT EMPLOYER SHARE	301,557	301,516	287,513	287,513	-14,003
3022	MEDI CARE EMPLOYER SHARE	18,115	18,095	17,125	17,125	-970
3040	HEALTH INSURANCE EMPLOYER SHARE	301,216	301,207	298,503	298,503	-2,704
3041	UNEMPLOYMENT INSURANCE EMPLOYER	5,818	5,818	11,107	11,107	5,290
3042	LONG TERM DISABILITY EMPLOYER SHARE	5,429	5,429	5,331	5,331	-98
3043	DEFERRED COMPENSATION EMPLOYER	3,110	3,110	3,165	3,165	55
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	104,341	104,341	25,849	25,849	-78,492
3060	WORKERS' COMPENSATION EMPLOYER	27,703	27,703	22,869	22,869	-4,834
3080	FLEXIBLE BENEFITS	4,500	4,500	4,500	4,500	0
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>2,479,075</b>	<b>2,477,565</b>	<b>2,353,300</b>	<b>2,294,647</b>	<b>-182,918</b>
4040	TELEPHONE COMPANY VENDOR PAYMENTS	65	75	75	75	0
4041	COUNTY PASS THRU TELEPHONE CHARGES	4,085	5,802	4,395	4,395	-1,407
4081	PAPER GOODS	0	0	2,000	2,000	2,000
4085	REFUSE DISPOSAL	5,240	5,390	5,325	5,325	-65
4086	JANITORIAL / CUSTODIAL SERVICES	21,732	20,760	22,900	22,900	2,140
4100	INSURANCE: PREMIUM	11,484	11,484	20,657	20,657	9,173
4101	INSURANCE: ADDITIONAL LIABILITY	450	450	450	450	0
4140	MAINT: EQUIPMENT	17,750	17,750	21,250	21,250	3,500
4160	VEH MAINT: SERVICE CONTRACT	0	200	0	0	-200
4180	MAINT: BUILDING & IMPROVEMENTS	3,700	3,900	1,100	1,100	-2,800
4220	MEMBERSHIPS	6,199	6,199	5,385	5,385	-814
4221	MEMBERSHIPS: LEGISLATIVE ADVOCACY	930	910	950	950	40
4260	OFFICE EXPENSE	36,308	35,500	34,500	34,500	-1,000
4261	POSTAGE	9,502	9,518	10,325	10,325	807
4262	SOFTWARE	0	0	210	210	210
4266	PRINTING / DUPLICATING SERVICES	6,750	250	0	0	-250
4267	LIBRARY ON-LINE SUBSCRIPTIONS	35,000	35,000	35,000	35,000	0
4300	PROFESSIONAL & SPECIALIZED SERVICES	8,350	8,350	8,300	8,300	-50
4324	MEDICAL, DENTAL, LAB & AMBULANCE SRV	3,240	3,240	2,000	2,000	-1,240
4400	PUBLICATION & LEGAL NOTICES	160	160	160	160	0
4420	RENT & LEASE: EQUIPMENT	16,230	17,430	17,700	17,700	270
4421	RENT & LEASE: SECURITY SYSTEM	2,340	2,240	4,800	4,800	2,560
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	45,410	48,632	49,335	49,335	703
4461	EQUIP: MINOR	3,050	3,400	2,800	2,800	-600
4462	EQUIP: COMPUTER	22,009	22,200	24,251	24,251	2,051
4500	SPECIAL DEPT EXPENSE	9,833	9,750	15,000	15,000	5,250

# LIBRARY

## Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 60 LIBRARY

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
4501	SPECIAL PROJECTS	48,690	0	0	0	0
4503	STAFF DEVELOPMENT	600	600	300	300	-300
4508	SNOW REMOVAL	500	500	500	500	0
4516	LIBRARY: CIRCULATING LIBRARY BOOKS	170,488	114,284	136,650	136,650	22,366
4517	LIBRARY: AUDIO	35,644	31,000	32,500	32,500	1,500
4518	LIBRARY: SUBSCRIPTIONS	24,150	24,700	23,850	23,850	-850
4519	LIBRARY: MICROFILM PURCHASE	2,500	2,500	2,600	2,600	100
4529	SOFTWARE LICENSE	37,500	38,500	42,500	42,500	4,000
4540	STAFF DEVELOPMENT (NOT 1099)	3,720	0	0	0	0
4542	LIBRARY: VIDEO	11,702	10,670	11,150	11,150	480
4571	ROAD: SIGNS	1,000	1,000	0	0	-1,000
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	6,163	4,235	3,250	3,250	-985
4606	FUEL PURCHASES	100	200	100	100	-100
4620	UTILITIES	144,450	133,300	146,100	146,100	12,800
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	<b>757,024</b>	<b>630,079</b>	<b>688,368</b>	<b>688,368</b>	<b>58,289</b>
5300	INTERFND: SERVICE BETWEEN FUND TYPES	616	1,200	1,200	1,200	0
<b>CLASS: 50</b>	<b>OTHER CHARGES</b>	<b>616</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>0</b>
6040	FIXED ASSET: EQUIPMENT	2,400	2,400	0	0	-2,400
6042	FIXED ASSET: COMPUTER SYSTEM EQUIP	9,000	9,000	14,800	14,800	5,800
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	<b>11,400</b>	<b>11,400</b>	<b>14,800</b>	<b>14,800</b>	<b>3,400</b>
7200	INTRAFUND TRANSFERS: ONLY GENERAL	668	668	668	668	0
7210	INTRAFND: COLLECTIONS	1,500	1,500	2,000	2,000	500
7220	INTRAFND: TELEPHONE EQUIPMENT &	38,138	39,300	39,300	39,300	0
7223	INTRAFND: MAIL SERVICE	7,027	7,027	7,237	7,237	210
7224	INTRAFND: STORES SUPPORT	3,555	3,555	3,661	3,661	106
7225	INTRAFND: CENTRAL DUPLICATING	660	0	0	0	0
7226	INTRAFND: LEASE ADMINISTRATION FEE	1,200	1,200	1,400	1,400	200
7227	INTRAFND: MAINFRAME SUPPORT	18,140	18,140	18,684	18,684	544
7229	INTRAFND: PC SUPPORT	280	1,000	1,000	1,000	0
7231	INTRAFND: IS PROGRAMMING SUPPORT	60	0	0	0	0
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	10,750	9,250	4,750	4,750	-4,500
7234	INTRAFND: NETWORK SUPPORT	22,931	22,931	23,622	23,622	691
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	<b>104,909</b>	<b>104,571</b>	<b>102,322</b>	<b>102,322</b>	<b>-2,249</b>
<b>TYPE: E SUBTOTAL</b>		<b>3,353,024</b>	<b>3,224,815</b>	<b>3,159,990</b>	<b>3,101,337</b>	<b>-123,478</b>
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	<b>1,658,990</b>	<b>1,733,509</b>	<b>1,650,789</b>	<b>1,592,136</b>	<b>-141,373</b>

# LIBRARY

## Financial Information by Fund Type

**FUND TYPE:** 12 SPECIAL REVENUE: BOS GOVERNED DISTRICTS  
**DEPARTMENT:** 60 LIBRARY

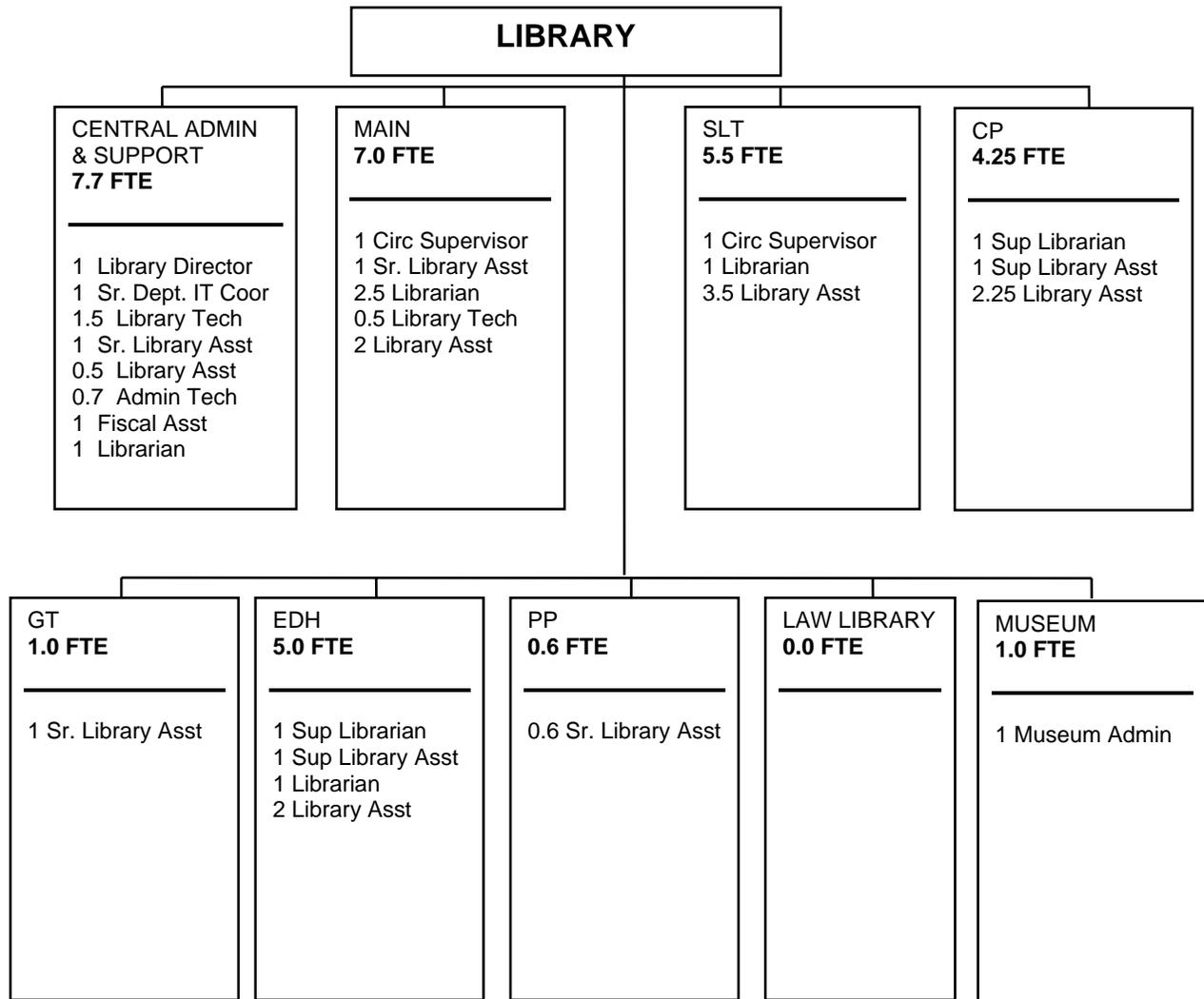
		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
			BUDGET		BUDGET	
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
0175	TAX: SPECIAL TAX	884,000	884,000	887,000	887,000	3,000
<b>CLASS: 01</b>	<b>REV: TAXES</b>	884,000	884,000	887,000	887,000	3,000
0360	PENALTY & COST DELINQUENT TAXES	5,110	0	0	0	0
<b>CLASS: 03</b>	<b>REV: FINE, FORFEITURE &amp; PENALTIES</b>	5,110	0	0	0	0
0400	REV: INTEREST	17,336	0	0	0	0
<b>CLASS: 04</b>	<b>REV: USE OF MONEY &amp; PROPERTY</b>	17,336	0	0	0	0
1310	SPECIAL ASSESSMENTS	242,452	255,000	255,000	255,000	0
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	242,452	255,000	255,000	255,000	0
0001	FUND BALANCE	70,644	99,634	100,000	100,000	366
<b>CLASS: 22</b>	<b>FUND BALANCE</b>	70,644	99,634	100,000	100,000	366
<b>TYPE: R SUBTOTAL</b>		1,219,542	1,238,634	1,242,000	1,242,000	3,366
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
7000	OPERATING TRANSFERS OUT	1,219,542	1,238,634	1,242,000	1,242,000	3,366
<b>CLASS: 70</b>	<b>OTHER FINANCING USES</b>	1,219,542	1,238,634	1,242,000	1,242,000	3,366
<b>TYPE: E SUBTOTAL</b>		1,219,542	1,238,634	1,242,000	1,242,000	3,366
<b>FUND TYPE:</b>	<b>12 SUBTOTAL</b>	0	0	0	0	0
<b>DEPARTMENT:</b>	<b>60 SUBTOTAL</b>	1,658,990	1,733,509	1,650,789	1,592,136	-141,373

# LIBRARY

## Personnel Allocations

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Director of Library Services	1.00	1.00	1.00	0.00
Administrative Technician	0.70	0.70	0.70	0.00
Fiscal Assistant I/II	1.00	1.00	1.00	0.00
Librarian I/II	5.50	5.50	5.50	0.00
Library Assistant I/II	10.25	10.25	10.25	0.00
Library Circulation Supervisor	2.00	2.00	2.00	0.00
Library Technician	2.00	2.00	2.00	0.00
Museum Administrator	1.00	1.00	1.00	0.00
Sr. Information Technology Department Coordinator	1.00	1.00	1.00	0.00
Sr. Library Assistant	3.60	3.60	3.60	0.00
Supervising Librarian	2.00	2.00	2.00	0.00
Supervising Library Assistant	2.00	2.00	2.00	0.00
<b>Department Total</b>	<b>32.05</b>	<b>32.05</b>	<b>32.05</b>	<b>0.00</b>

# LIBRARY



Positions: 32.05

# LIBRARY

## Ten Year History

	<b>00/01</b>	<b>01/02</b>	<b>02/03</b>	<b>03/04</b>	<b>04/05</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
Salaries	1,000,385	1,064,575	1,147,586	1,082,351	1,055,849
Benefits	262,006	317,135	383,933	483,840	554,975
Services & Supplies	557,810	613,943	621,137	553,268	556,477
Other Charges	6,041	501	2,464	666	3,803
Fixed Assets	32,452	197,369	28,521	29,133	-
Intrafund Transfers	42,975	55,826	56,273	45,559	59,816
<b>Total Appropriations</b>	<b>1,901,669</b>	<b>2,249,349</b>	<b>2,239,914</b>	<b>2,194,817</b>	<b>2,230,920</b>
Use of Money	4,431	1,918	2,865	3,130	3,669
State	297,652	284,693	170,758	106,340	105,407
Federal	-	-	-	-	3,000
Other Governmental	-	-	-	4,000	-
Charges for Service	133,159	187,007	149,493	172,206	150,346
Misc.	39,101	186,461	60,035	116,444	48,583
Other Financing Sources	880,557	1,027,750	1,080,910	1,106,793	1,206,174
<b>Total Revenue</b>	<b>1,354,900</b>	<b>1,687,829</b>	<b>1,464,061</b>	<b>1,508,913</b>	<b>1,517,179</b>
<b>NCC</b>	<b>546,769</b>	<b>561,520</b>	<b>775,853</b>	<b>685,904</b>	<b>713,741</b>
<b>FTE's</b>	<b>29</b>	<b>30</b>	<b>30</b>	<b>28</b>	<b>28</b>

## LIBRARY

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	1,202,603	1,480,059	1,655,710	1,683,798	1,601,324
Benefits	620,084	652,314	698,934	795,277	693,323
Services & Supplies	678,192	684,833	689,477	757,024	688,368
Other Charges	4,925	3,890	4,696	616	1,200
Fixed Assets	14,933	8,146	13,515	11,400	14,800
Intrafund Transfers	63,109	103,818	87,266	104,909	102,322
<b>Total Appropriations</b>	<b>2,583,846</b>	<b>2,933,060</b>	<b>3,149,598</b>	<b>3,353,024</b>	<b>3,101,337</b>
Fines, Forfeitures	-	-	-	448	-
Use of Money	6,025	5,780	3,880	2,350	2,700
State	90,367	134,606	184,563	225,823	62,400
Federal	1,901	1,792	6,508	18,460	-
Charges for Service	152,317	178,532	164,579	169,700	167,100
Misc.	117,215	106,577	88,422	54,111	15,501
Other Financing Sources	990,859	948,972	1,073,708	1,223,142	1,261,500
<b>Total Revenue</b>	<b>1,358,684</b>	<b>1,376,259</b>	<b>1,521,660</b>	<b>1,694,034</b>	<b>1,509,201</b>
<b>NCC</b>	<b>1,225,162</b>	<b>1,556,801</b>	<b>1,627,938</b>	<b>1,658,990</b>	<b>1,592,136</b>
<b>FTE's</b>	<b>33</b>	<b>35</b>	<b>35</b>	<b>34</b>	<b>32</b>

10 Year Variance		
	\$ Change	% Change
Salaries	600,939	60%
Benefits	431,317	165%
Services & Supplies	130,558	23%
Other Charges	(4,841)	-80%
Fixed Assets	(17,652)	-54%
Intrafund Transfers	59,347	138%
<b>Total Appropriations</b>	<b>1,199,668</b>	<b>63%</b>
Use of Money	(1,731)	-39%
State	(235,252)	-79%
Charges for Service	33,941	25%
Misc.	(23,600)	-60%
Other Financing Sources	380,943	43%
<b>Total Revenue</b>	<b>154,301</b>	<b>11%</b>
<b>NCC</b>	<b>1,045,367</b>	<b>191%</b>
<b>FTE's</b>	<b>3</b>	<b>9%</b>

Notes
Staffing increased in FY 2005/06 due to opening of El Dorado Hills Library
2 FTE's added in 2006-07 due to increased demand for services at El Dorado Hills and hours expansion at the Central/Main library



# CHILD SUPPORT SERVICES

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## Mission

The mission of the California Child Support Program is to promote the well being of children and the self sufficiency of families by assisting both parents in meeting the financial, medical and emotional needs of their children through the delivery of quality child support establishment, collection and distribution services. El Dorado County Child Support Services meets the State's mission by providing County residents the opportunity to receive services in the Placerville and South Lake Tahoe offices.

Child Support Services also oversees the County Revenue Recovery program. The mission of the Revenue Recovery program is to carry out the Board of Supervisor's fiduciary duty of collecting just and legal obligations through efficient collection practices.

## Program Summaries

### Administration and Services

**Positions: 59 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$4,740,979**  
**Total Revenues: \$4,740,979**  
**Net County Cost: \$0**  
**Furlough Value: \$107,067**

The Child Support Program is a Federal/State/Local mandated partnership aimed at establishing paternity and enforcement of child support and medical support. The Federal Child Support Enforcement Program was established in 1975 nationwide. A restructuring of the child support program in 2000 through State reform legislation allows counties to independently operate under the State Department of Child Support Services. The goals of the program are to promote the well being of children and self sufficiency of families by assisting both parents in meeting the financial, medical and emotional needs of their children through the delivery of quality child support establishment, collection and distribution services. Services are provided at no cost to the clients. Revenues for services are ongoing and are provided by the State at 34% and Federal government at 66%. There is no cost to the County General Fund.

### EDP Maintenance & Operations

**Positions: 1 FTE**  
**Extra Help: \$0**  
**Overtime: \$0**

**Total Appropriations: \$196,932**  
**Total Revenues: \$196,932**  
**Net County Cost: \$0**  
**Furlough Value: \$1,826**

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

## CHILD SUPPORT SERVICES

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### Revenue Recovery Division

**Positions: 6 FTE**  
**Extra Help: None**  
**Overtime: \$0**

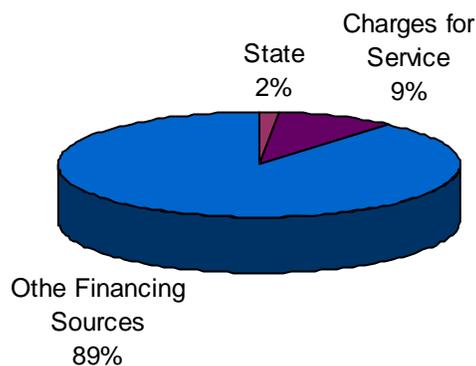
**Total Appropriations: \$500,455**  
**Total Revenues: \$512,938**  
**Net County Cost: \$-12,484**  
**Furlough Value: \$12,484**

The Revenue Recovery Division is responsible for enforcement and collection of debts owed to many County Departments. Although Revenue Recovery is a General Fund program, costs for operating the program are fully offset by a portion of the revenues collected (13%) for the County departments served and charges for services to the agencies being served (such as Superior Court).

### Financial Charts

#### Source of Funds

**State Intergovernmental (\$91,879):** Revenue from an employee exchange agreement with the State Department of Child Support Services for County staff to provide local input/expertise in the development of statewide training curriculum, training State policy staff; development and implementation of policy for the Child Support Program and statewide California Child Support Automation System Project.



**Charges for Services (\$507,939):** Revenues from Courts and County departments for Revenue Recovery services.

**Miscellaneous (\$5,000):** Revenues from other agencies for Revenue Recovery services.

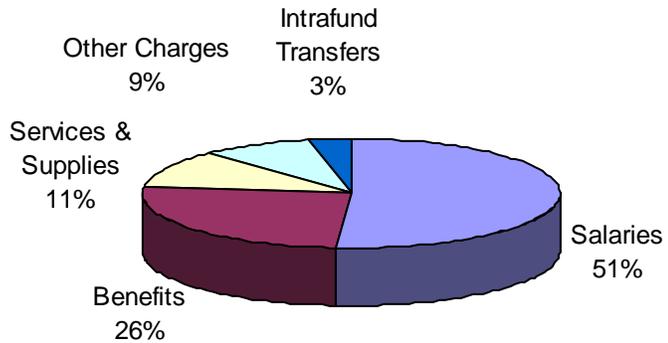
**Other Financing Sources (\$4,846,033):** Revenues from the Department of Child Support Services which consist of a combination of State (33%) and Federal (66%) funds. Revenues are initially deposited in a special revenue fund and are then transferred each quarter to the Child Support operating budget based on the quarterly claimed expenses.

**Net County Cost (-\$12,484):** The Department essentially has no Net County Cost. The negative \$12,484 Net County Costs represents the furlough savings anticipated from the Revenue Recovery Division.

# CHILD SUPPORT SERVICES

## Use of Funds

Funding allocated for the Child Support Services program is used only for the purpose of child support collections. All costs for Revenue Recovery activities are tracked separately and charged to the Revenue Recovery program budget.



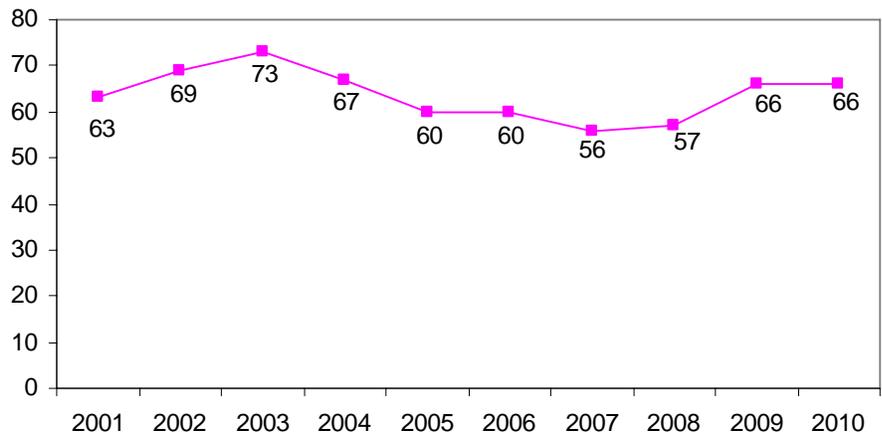
**Salaries & Benefits (\$4,581,480):** Primarily comprised of salaries (\$3,046,615), retirement (\$597,870) and health insurance (\$692,180).

**Services & Supplies (\$661,596):** Primarily comprised of building rents and utility costs (\$152,232); contracts for process server and locate services, external data processing, and lab testing services (\$113,180); outreach and promotions (\$94,786); office expenses and postage (\$90,099); County insurance charges (\$53,695) computer hardware and software (\$34,300); fleet vehicle and fuel charges (\$28,800) and copier lease charges (\$24,000).

**Intrafund Transfers and Abatements (\$195,291):** Primarily comprised of County A-87 charges (\$44,890); charges from other departments for services such as network and mainframe support (\$107,325), and telephone costs (\$38,400); and abatement transfers for the 13% charge to General Fund departments for revenues collected on their behalf (-\$56,438).

## Staffing Trend

Staffing for Child Support Services over the past ten years has gone from 69 in FY 2001-02 to 66 based on the recently approved allocation adjustments in FY 2008-09. The proposed staff allocation for FY 2009-10 remains at 66 with 60 FTE on the West Slope and 6 FTE at South Lake Tahoe.



# CHILD SUPPORT SERVICES

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## Chief Administrative Office Comments

The Proposed Budget for the Child Support Services Department reflects staffing changes made during FY 2008-09 and maintains all other on-going adjustments identified at mid-year 2008-09

### Child Support

The Department's State funding allocation for FY 2009-10 Child Support Administration activities remains at \$4,578,589 with an additional \$164,016 in augmentation funds to be allocated to implement programs that will maximize the probability of success in Child Support programs. The augmentation funding is intended to be part of the local assistance base budget and is not a one time augmentation. The State Department of Child Support Services has targeted specific areas for improvement including a requirement to develop an "early intervention" program within each County. Early intervention has been proven to be effective in both increasing collections and improving performance measures. Additional staffing is necessary to meet the new State program requirement. The allocation for EDP/MO has decreased slightly (3.5%) from \$202,280 in FY 2008-09 to \$195,040 for FY 2009-10.

In addition to the increased augmentation funding, the Department has experienced significant reductions in a number of operating expenses for FY 2009-10 including rent at Briw Road, retiree health contributions and County A87 charges. The lowered operational costs combined with the additional State Early Intervention allocation funds provide the Department with an opportunity to improve and enhance programs. If the Department does not expend its annual allocated funds, the funds must be returned to the State and may result in reductions to the Department's future year allocations.

In May 2009, the Board approved five positions to be added to the Department's personnel allocation to meet the new State requirement for an Early Intervention Program, as well as to improve and enhance the Department's overall program operations.

### Revenue Recovery

Since assuming the responsibility for the Revenue Recovery Division in October 2008, the Department has been working to meet stated Board goals of maximizing revenues and minimizing operating costs for this program. Many improvements have been implemented to increase collections, and improve efficiency and accountability. These steps have contributed significantly to increasing revenue collections and the eliminating the Net County Cost for the Division, benefiting the General Fund and the Departments served through recovery of County debts.

In May 2009, the Board approved two Revenue Recovery Office positions to be added to the Department's personnel allocation. The new positions will focus on generating revenue by placing calls to debtors and taking legal actions on all appropriate accounts. The positions will be assigned full caseloads and will also contribute to special projects such as the use of small claims, outbound calls, wage assignments and wage garnishments. In the appropriate cases, liens on debtor properties will be pursued. The Department anticipates that these new positions will benefit many County departments whose referrals have been neglected due to lack of manpower and enforcement tools. It is the Department's intent for Revenue Recovery to continue to be a zero Net County cost program.

# CHILD SUPPORT SERVICES

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## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 79 CHILD SUPPORT SERVICES

		MID-YEAR PROJECTION	CURRENT YR APPROVED BUDGET	DEPARTMENT REQUEST	CAO RECOMMENDED BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
0880	ST: OTHER	99,569	99,569	94,116	91,879	-7,690
<b>CLASS: 05</b>	<b>REV: STATE INTERGOVERNMENTAL</b>	99,569	99,569	94,116	91,879	-7,690
1740	CHARGES FOR SERVICES	300,962	300,962	451,501	451,501	150,539
1821	INTERFND REV: COLLECTIONS	6,200	6,200	56,438	56,438	50,238
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	307,162	307,162	507,939	507,939	200,777
1940	MISC: REVENUE	5,500	5,500	4,500	4,500	-1,000
1942	MISC: REIMBURSEMENT	500	500	500	500	0
<b>CLASS: 19</b>	<b>REV: MISCELLANEOUS</b>	6,000	6,000	5,000	5,000	-1,000
2020	OPERATING TRANSFERS IN	4,827,573	4,827,573	4,952,689	4,846,033	18,460
<b>CLASS: 20</b>	<b>REV: OTHER FINANCING SOURCES</b>	4,827,573	4,827,573	4,952,689	4,846,033	18,460
<b>TYPE: R SUBTOTAL</b>		5,240,304	5,240,304	5,559,744	5,450,851	210,547

# CHILD SUPPORT SERVICES

## Financial Information by Fund Type

FUND TYPE: 10 GENERAL FUND  
 DEPARTMENT: 79 CHILD SUPPORT SERVICES

		MID-YEAR	CURRENT YR	DEPARTMENT	CAO	
		PROJECTION	APPROVED	REQUEST	RECOMMENDED	DIFFERENCE
			BUDGET		BUDGET	
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	2,925,757	2,925,757	3,167,951	3,046,574	120,817
3002	OVERTIME	17,277	17,277	0	0	-17,277
3004	OTHER COMPENSATION	0	0	36	36	36
3005	TAHOE DIFFERENTIAL	14,400	14,400	14,465	14,465	65
3006	BILINGUAL PAY	6,240	6,240	8,320	8,320	2,080
3020	RETIREMENT EMPLOYER SHARE	567,931	567,931	597,870	597,870	29,939
3022	MEDI CARE EMPLOYER SHARE	42,098	42,098	46,273	46,273	4,175
3040	HEALTH INSURANCE EMPLOYER SHARE	580,071	580,071	692,180	692,180	112,109
3041	UNEMPLOYMENT INSURANCE EMPLOYER	11,821	11,821	24,005	24,005	12,184
3042	LONG TERM DISABILITY EMPLOYER SHARE	10,564	10,564	11,771	11,771	1,207
3043	DEFERRED COMPENSATION EMPLOYER	17,927	17,927	10,883	10,883	-7,044
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	165,436	165,436	45,771	45,771	-119,665
3060	WORKERS' COMPENSATION EMPLOYER	45,810	45,810	29,332	29,332	-16,478
3080	FLEXIBLE BENEFITS	42,000	42,000	54,000	54,000	12,000
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>4,447,332</b>	<b>4,447,332</b>	<b>4,702,857</b>	<b>4,581,480</b>	<b>134,148</b>
4040	TELEPHONE COMPANY VENDOR PAYMENTS	3,210	3,210	3,300	3,300	90
4041	COUNTY PASS THRU TELEPHONE CHARGES	3,391	3,391	5,000	5,000	1,609
4082	HOUSEHOLD EXP: OTHER	0	0	7,500	7,500	7,500
4086	JANITORIAL / CUSTODIAL SERVICES	7,380	7,380	0	0	-7,380
4087	EXTERMINATION / FUMIGATION SERVICES	15	15	0	0	-15
4100	INSURANCE: PREMIUM	24,555	24,555	53,699	53,699	29,144
4140	MAINT: EQUIPMENT	500	500	500	500	0
4180	MAINT: BUILDING & IMPROVEMENTS	1,000	1,000	4,000	4,000	3,000
4220	MEMBERSHIPS	12,240	12,240	11,850	11,850	-390
4260	OFFICE EXPENSE	24,984	24,984	31,000	31,000	6,016
4261	POSTAGE	36,918	36,918	55,000	55,000	18,082
4262	SOFTWARE	3,435	3,435	1,200	1,200	-2,235
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	4,476	4,476	3,000	3,000	-1,476
4264	BOOKS / MANUALS	424	424	0	0	-424
4265	LAW BOOKS	5,274	5,274	5,000	5,000	-274
4266	PRINTING / DUPLICATING SERVICES	730	730	200	200	-530
4300	PROFESSIONAL & SPECIALIZED SERVICES	100,950	100,950	96,620	96,620	-4,330
4308	EXTERNAL DATA PROCESSING SERVICES	1,000	1,000	8,000	8,000	7,000
4320	VERBATIM: TRANSCRIPTION	11	11	0	0	-11
4324	MEDICAL,DENTAL,LAB & AMBULANCE SRV	5,381	5,381	8,560	8,560	3,179
4400	PUBLICATION & LEGAL NOTICES	2,944	2,944	1,099	1,099	-1,845
4420	RENT & LEASE: EQUIPMENT	27,948	27,948	24,000	24,000	-3,948
4421	RENT & LEASE: SECURITY SYSTEM	10	10	0	0	-10
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	158,556	158,556	128,232	128,232	-30,324
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	349	349	0	0	-349
4461	EQUIP: MINOR	770	770	2,500	2,500	1,730

# CHILD SUPPORT SERVICES

## Financial Information by Fund Type

**FUND TYPE:** 10 GENERAL FUND  
**DEPARTMENT:** 79 CHILD SUPPORT SERVICES

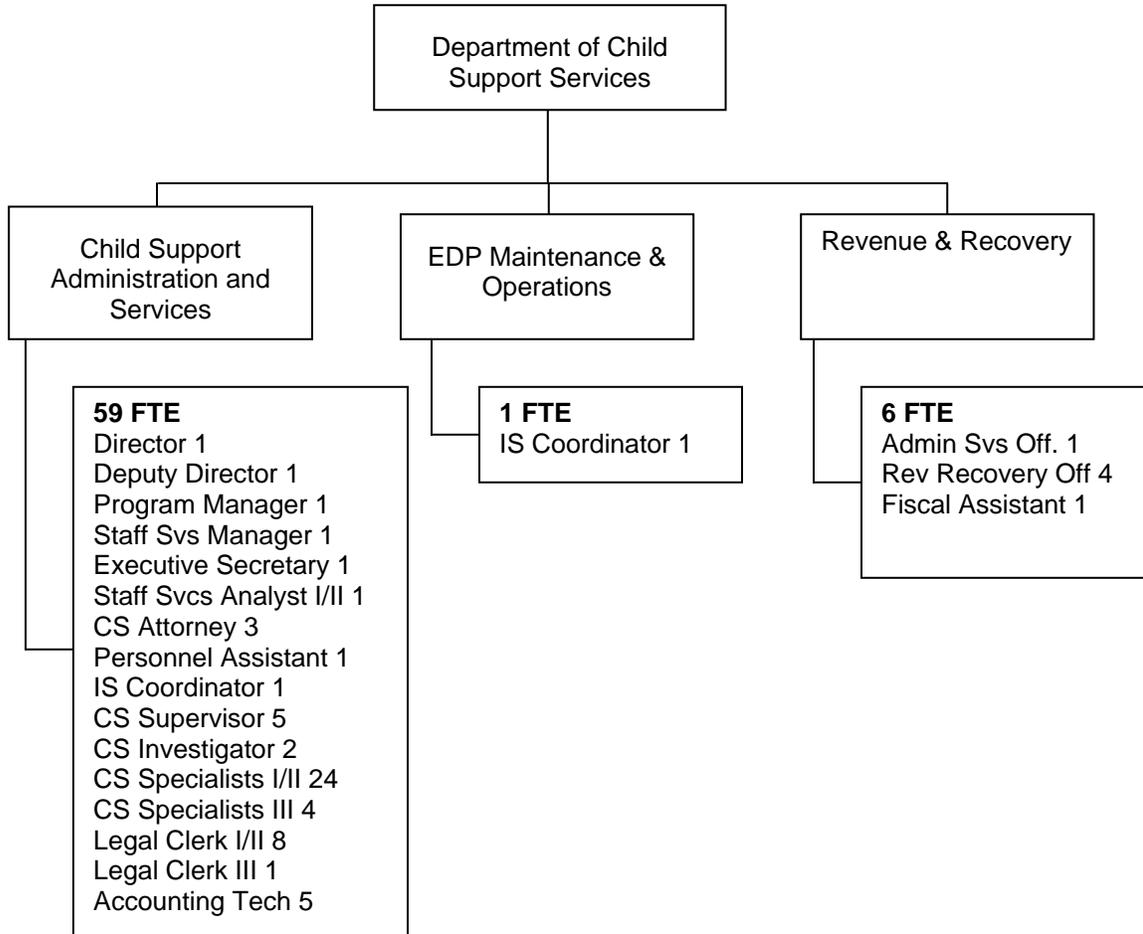
		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
4462	EQUIP: COMPUTER	7,209	7,209	9,800	9,800	2,591
4500	SPECIAL DEPT EXPENSE	7,741	7,741	8,000	8,000	259
4501	SPECIAL PROJECTS	25,544	25,544	94,786	94,786	69,242
4503	STAFF DEVELOPMENT	8,869	8,869	10,000	10,000	1,131
4529	SOFTWARE LICENSE	18,011	18,011	18,300	18,300	289
4600	TRANSPORTATION & TRAVEL	19,383	19,383	8,650	8,650	-10,733
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	8,618	8,618	9,000	9,000	382
4605	RENT & LEASE: VEHICLE	23,167	23,167	20,150	20,150	-3,017
4606	FUEL PURCHASES	9,586	9,586	8,650	8,650	-936
4620	UTILITIES	20,542	20,542	24,000	24,000	3,458
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	575,121	575,121	661,596	661,596	86,475
7200	INTRAFUND TRANSFERS: ONLY GENERAL	6,300	6,300	8,000	8,000	1,700
7220	INTRAFND: TELEPHONE EQUIPMENT &	24,867	24,867	38,400	38,400	13,533
7223	INTRAFND: MAIL SERVICE	7,623	7,623	2,424	2,424	-5,199
7224	INTRAFND: STORES SUPPORT	2,373	2,373	2,446	2,446	73
7225	INTRAFND: CENTRAL DUPLICATING	11,409	11,409	11,000	11,000	-409
7227	INTRAFND: MAINFRAME SUPPORT	19,522	19,522	14,228	14,228	-5,294
7228	INTRAFND: INTERNET CONNECT CHARGE	3,330	3,330	3,744	3,744	414
7229	INTRAFND: PC SUPPORT	26,260	26,260	23,500	23,500	-2,760
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	1,223	1,223	10,000	10,000	8,777
7233	INTRAFND: CHILD SUPPORT SERVICES	97,515	97,515	44,890	44,890	-52,625
7234	INTRAFND: NETWORK SUPPORT	85,129	85,129	93,097	93,097	7,968
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	285,551	285,551	251,729	251,729	-33,822
7353	INTRFND ABATEMENTS: COLLECTIONS	-10,100	-10,100	-56,438	-56,438	-46,338
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-10,100	-10,100	-56,438	-56,438	-46,338
<b>TYPE: E SUBTOTAL</b>		5,297,904	5,297,904	5,559,744	5,438,367	140,463
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	57,600	57,600	0	-12,484	-70,084
<b>DEPARTMENT: 79</b>	<b>SUBTOTAL</b>	57,600	57,600	0	-12,484	-70,084

## CHILD SUPPORT SERVICES

### Personnel Allocations

Classification Title	2008-09 Adjusted Allocation	2009-10 Dept Request	2009-10 CAO Recm'd	Diff from Adjusted
Director of Child Support Services	1.00	1.00	1.00	0.00
Accounting Technician	5.00	5.00	5.00	0.00
Child Support Attorney I-IV	3.00	3.00	3.00	0.00
Child Support Investigator I/II	2.00	2.00	2.00	0.00
Child Support Specialist I/II	24.00	24.00	24.00	0.00
Child Support Specialist III	4.00	4.00	4.00	0.00
Child Support Supervisor	5.00	5.00	5.00	0.00
Deputy Director of Child Support Services	1.00	1.00	1.00	0.00
Executive Secretary	1.00	1.00	1.00	0.00
Fiscal Assistant I/II	1.00	1.00	1.00	0.00
IS Coordinator	1.00	1.00	1.00	0.00
Legal Clerk I/II	8.00	8.00	8.00	0.00
Legal Clerk III	1.00	1.00	1.00	0.00
Personnel Assistant	1.00	1.00	1.00	0.00
Program Manager	1.00	1.00	1.00	0.00
Revenue Recovery Officer I/II	4.00	4.00	4.00	0.00
Staff Services Analyst I/II	1.00	1.00	1.00	0.00
Staff Services Manager	1.00	1.00	1.00	0.00
Supervising Accountant/Auditor	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>66.00</b>	<b>66.00</b>	<b>66.00</b>	<b>0.00</b>

# CHILD SUPPORT SERVICES



Positions: 66

## CHILD SUPPORT SERVICES

### Ten Year History

	00/01 Actual	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual
Salaries	Combined	2,303,351	2,683,416	2,486,421	2,173,476
Benefits	with	727,160	993,227	1,100,283	1,100,360
Services & Supplies	Distict	1,033,009	1,050,774	855,900	755,131
Other Charges	Attorney	1,644	381	300	977
Fixed Assets		150,211	72,121	17,864	-
Operating Transfers		49,867	-	-	-
Intrafund Transfers		422,711	305,175	311,527	643,687
<b>Total Appropriations</b>	-	<b>4,687,953</b>	<b>5,105,094</b>	<b>4,772,295</b>	<b>4,673,631</b>
Use of Funds		43,749	11,377	9,233	15,568
State		1,285,225	1,480,600	1,374,086	91,145
Federal		3,180,032	3,642,913	3,346,924	16,398
Other Governmental		-	-	4,400	7,834
Charges for Service		-	-	-	-
Misc.		-	-	16,581	-
Othe Financing Sources		-	-	-	4,527,198
<b>Total Revenue</b>	-	<b>4,509,006</b>	<b>5,134,890</b>	<b>4,751,224</b>	<b>4,658,143</b>
<b>NCC</b>	-	<b>178,947</b>	<b>(29,796)</b>	<b>21,071</b>	<b>15,488</b>
<b>FTE's</b>	-	<b>69</b>	<b>73</b>	<b>67</b>	<b>60</b>

## CHILD SUPPORT SERVICES

	05/06 Actual	06/07 Actual	07/08 Actual	08/09 Projected	09/10 Budget
Salaries	2,331,332	2,466,170	2,559,984	2,936,185	3,046,610
Benefits	1,247,691	1,208,148	1,224,528	1,240,476	1,534,870
Services & Supplies	519,999	564,612	464,325	540,422	661,596
Other Charges	1,780	1,166	363	-	-
Fixed Assets	10,074	119,059	1,969	-	-
Operating Transfers				-	-
Intrafund Transfers	582,101	418,991	532,303	310,017	195,291
<b>Total Appropriations</b>	<b>4,692,977</b>	<b>4,778,146</b>	<b>4,783,472</b>	<b>5,027,100</b>	<b>5,438,367</b>
Use of Funds	17,302	97,783	71,687	28,056	-
State	84,656	53,014	111,645	99,569	91,879
Federal	-	-	-	-	-
Other Governmental	5,882	-	-	-	-
Charges for Service	-	-	-	371,265	507,939
Misc.	-	-	-	3,105	5,000
Othe Financing Sources	4,645,178	4,570,109	4,606,199	4,535,562	4,846,033
<b>Total Revenue</b>	<b>4,753,018</b>	<b>4,720,906</b>	<b>4,789,531</b>	<b>5,037,557</b>	<b>5,450,851</b>
<b>NCC</b>	<b>(60,041)</b>	<b>57,240</b>	<b>(6,059)</b>	<b>(10,457)</b>	<b>(12,484)</b>
<b>FTE's</b>	<b>60</b>	<b>56</b>	<b>57</b>	<b>66</b>	<b>66</b>

10 Year Variance		
	\$ Change	% Change
Salaries & Benefits	743,259	32%
Benefits	807,710	111%
Services & Supplies	(371,413)	-36%
Other Charges	(1,644)	-100%
Fixed Assets	(150,211)	-100%
Operating Transfers	(49,867)	-100%
Intrafund Transfers	(227,420)	-54%
<b>Total Appropriations</b>	<b>750,414</b>	<b>16%</b>
Use of Funds	(43,749)	-100%
State	(1,193,346)	-93%
Federal	(3,180,032)	-100%
Charges for Service	507,939	N/A
Misc.	5,000	N/A
Othe Financing Sources	4,846,033	N/A
<b>Total Revenue</b>	<b>941,845</b>	<b>21%</b>
<b>NCC</b>	<b>(191,431)</b>	<b>-107%</b>
<b>FTE's</b>	<b>(3)</b>	<b>-4%</b>

### Notes

Child Support included in DA's office in FY 2000-01

FY 2008-09 Revenue Recovery transferred to Child Support (5FTE). Deleted 1 FTE in November 2008.

May 2009 added 5 FTE to Child Support and 2 FTE to Revenue Recovery. All positions are revenue offset.



# FIXED ASSETS

## Proposed Budget Fixed Assets FY 2009-10

Department	Dept	Fund	Sub-Obj	Item No.	Units	Department Requested Item Description	Unit Cost	Dept. Request	CAO Recm'd	BOS Apprv'd
<b>Fund Type 10</b>										
<b>Information Technology</b>	10	10	6040	1	1	PBX Switch Upgrades	\$ 70,000	\$ 70,000	\$ 70,000	
				2	3	Dell Servers	\$ 2,750	\$ 8,250	\$ 8,250	
				3	7	Cisco 3650 switches SLT	\$ 6,250	\$ 43,750	\$ 43,750	
				4	2	Cisco 2800 Routers	\$ 5,500	\$ 11,000	\$ 11,000	
				5	2	Network Switch upgrades Placerville	\$ 5,000	\$ 10,000	\$ 10,000	
				6	1	Misc Router, switches, wireless access	\$ 25,000	\$ 25,000	\$ 25,000	
<b>Department Total</b>							<b>\$ 114,500</b>	<b>\$ 168,000</b>	<b>\$ 168,000</b>	
<b>Surveyor</b>	12	10	6042	7	1	External Back-Up System for Server	\$ 3,255	\$ 3,255	\$ 3,255	
				8	3	Desktop Pc's	\$ 2,279	\$ 6,836	\$ 6,836	
<b>Department Total</b>							<b>\$ 5,534</b>	<b>\$ 10,091</b>	<b>\$ 10,091</b>	
<b>District Attorney</b>	22	10	6042	9	1	File Server	\$ 3,500	\$ 3,500	\$ 3,500	
				10	2	Laptops	\$ 3,500	\$ 7,000	\$ 7,000	
<b>Department Total</b>							<b>\$ 7,000</b>	<b>\$ 10,500</b>	<b>\$ 10,500</b>	
<b>Sheriff</b>	24	10	6040	11	1	Van Comp 12 Gauge Shotgun	\$ 2,000	\$ 2,000	\$ 2,000	
				12	1	Remington 870 Shotgun	\$ 2,000	\$ 2,000	\$ 2,000	
				13	1	Prisoner Partition Kit	\$ 5,000	\$ 5,000	\$ 5,000	
				14	2	Overhead Light Bars	\$ 2,000	\$ 4,000	\$ 4,000	
				15	2	K9 Partition Kit	\$ 2,000	\$ 4,000	\$ 4,000	
				16	1	Remington Model 700 Sniper Rifle	\$ 3,850	\$ 3,850	\$ 3,850	
				17	2	Trmax Tactical Ballistic Vest/Body Armor	\$ 2,000	\$ 4,000	\$ 4,000	
				18	1	Freezer Racks (1 lot)	\$ 5,000	\$ 5,000	\$ 5,000	
				19	1	Stainless Steel Toilet	\$ 3,200	\$ 3,200	\$ 3,200	
				20	1	Emergency Call System	\$ 8,000	\$ 8,000	\$ 8,000	
				21	1	Trailer (Single vent bomb trailer)	\$ 55,390	\$ 55,390	\$ 55,390	
				22	1	Set of attachment tools for bomb robot	\$ 24,784	\$ 24,784	\$ 24,784	
				23	1	Robot remot Opening Device	\$ 6,557	\$ 6,557	\$ 6,557	
				24	1	Robot Tools and IED Movement Hardware	\$ 6,654	\$ 6,654	\$ 6,654	
				25	1	Robot Remote Viewer	\$ 3,807	\$ 3,807	\$ 3,807	
				26	1	Remote Operated Vehicle	\$ 44,855	\$ 44,855	\$ 44,855	
				27	1	Robot Tools Distuper	\$ 4,838	\$ 4,838	\$ 4,838	
				28	2	Night Vision Scopes	\$ 12,500	\$ 25,000	\$ 25,000	
				29	1	Robot Attachment Tools	\$ 4,991	\$ 4,991	\$ 4,991	
				30	1	Video Teleconferencing Unit	\$ 44,564	\$ 44,564	\$ 44,564	
				31	1	Livescan Fingerprinting Machine	\$ 20,000	\$ 20,000	\$ 20,000	
32	1	Livescan Fingerprinting Machine	\$ 26,000	\$ 26,000	\$ 26,000					
33	1	Livescan Fingerprinting Machine	\$ 31,000	\$ 31,000	\$ 31,000					
34	3	Mobile Computer Device	\$ 4,000	\$ 12,000	\$ 12,000					
35	1	File Server	\$ 13,000	\$ 13,000	\$ 13,000					
36	1	Panasonic Toughbook Computer	\$ 3,600	\$ 3,600	\$ 3,600					
37	1	Dell Laptop Computer	\$ 4,200	\$ 4,200	\$ 4,200					
<b>Department Total</b>							<b>\$ 345,790</b>	<b>\$ 372,290</b>	<b>\$ 372,290</b>	
<b>Probation</b>	25	10	6042	38	2	Laserjet Printer	\$ 1,500	\$ 3,000	\$ 3,000	
<b>Department Total</b>							<b>\$ 1,500</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	
<b>Recorder Clerk-Elections</b>	28	10	6042	39	1	High Speed Printer	\$ 7,500	\$ 7,500	\$ 7,500	
				40	1	Fujitsu/Other Scanner	\$ 28,000	\$ 28,000	\$ 28,000	
<b>Department Total</b>							<b>\$ 35,500</b>	<b>\$ 35,500</b>	<b>\$ 35,500</b>	
<b>Transportation</b>	30	10	6040	41	1	Fertigation System	\$ 4,500	\$ 4,500	\$ 4,500	
				42	1	Mower	\$ 10,000	\$ 10,000	\$ 10,000	
				43	1	Storage Container for SLT	\$ 2,400	\$ 2,400	\$ 2,400	
<b>Department Total</b>							<b>\$ 16,900</b>	<b>\$ 16,900</b>	<b>\$ 16,900</b>	
<b>Public Health</b>	40	10	6040	44	4	Evaporative Foreced-Air Cool for Truck Box	\$ 2,000	\$ 8,000	\$ 8,000	
<b>Department Total</b>							<b>\$ 2,000</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	
<b>Environmental Management</b>	42	10	6042	1	1	Scanner	\$ 2,500	\$ 2,500	\$ 2,500	
<b>Department Total</b>							<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	

# FIXED ASSETS

## Proposed Budget Fixed Assets FY 2009-10

Department	Dept	Fund	Sub-Obj	Item No.	Units	Department Requested Item Description	Unit Cost	Dept. Request	CAO Recm'd	BOS Apprv'd
Library	60	10	6042		1	POE Switches	\$ 4,400	\$ 4,400	\$ 4,400	
					2	Ethernet Switches	\$ 2,200	\$ 4,400	\$ 4,400	
					3	Routers	\$ 2,000	\$ 6,000	\$ 6,000	
						<b>Department Total</b>	<b>\$ 8,600</b>	<b>\$ 14,800</b>	<b>\$ 14,800</b>	
<b>Fund Type 10 Total</b>							<b>\$ 522,924</b>	<b>\$ 624,681</b>	<b>\$ 641,581</b>	
<b>Fund Type 11</b>										
Transportation	30	11	6040		1	Dump Truck	\$ 200,000	\$ 200,000	\$ 200,000	
					1	Welder	\$ 8,000	\$ 8,000	\$ 8,000	
					5	Repower of Portable Engines	\$ 20,000	\$ 100,000	\$ 100,000	
					1	Generator and Transfer Switch	\$ 11,000	\$ 11,000	\$ 11,000	
					1	Durability index Apparatus	\$ 1,900	\$ 1,900	\$ 1,900	
					1	Asphalt Coring Drill	\$ 6,500	\$ 6,500	\$ 6,500	
			6042		2	CADD Station/Computer	\$ 1,500	\$ 3,000	\$ 3,000	
					1	Laser Printers	\$ 3,500	\$ 3,500	\$ 3,500	
					2	Color Laser Printer	\$ 4,000	\$ 8,000	\$ 8,000	
						<b>Department Total</b>	<b>\$ 256,400</b>	<b>\$ 341,900</b>	<b>\$ 341,900</b>	
Public Health	40	11	6040		1	Misc Items for Security System	\$ 10,000	\$ 10,000	\$ 10,000	
			6042		2	Laptop Computers	\$ 1,800	\$ 3,600	\$ 3,600	
					1	Hard Drive	\$ 3,000	\$ 3,000	\$ 3,000	
					1	Admin Domain Controller	\$ 6,000	\$ 6,000	\$ 6,000	
						<b>Department Total</b>	<b>\$ 20,800</b>	<b>\$ 22,600</b>	<b>\$ 22,600</b>	
Mental Health	41	11	6040		1	2-Door True Commercial Refrigerator	\$ 3,000	\$ 3,000	\$ 3,000	
					1	Air Conditioner for the Server room	\$ 4,000	\$ 4,000	\$ 4,000	
						<b>Department Total</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>	
									<b>\$ 9,000</b>	
Human Services	53	11	6040		1	Video Monitoring System	\$ 2,500	\$ 2,500	\$ 2,500	
					1	Dishwasher	\$ 3,500	\$ 3,500	\$ 3,500	
					1	Fire Safe	\$ 3,100	\$ 3,100	\$ 3,100	
					1	Commerical Kitchen Equip for Homeless Shelter	\$ 13,000	\$ 13,000	\$ 13,000	
						<b>Department Total</b>	<b>\$ 22,100</b>	<b>\$ 22,100</b>	<b>\$ 22,100</b>	
<b>Fund Type 11 Total</b>							<b>\$ 306,300</b>	<b>\$ 393,600</b>	<b>\$ 393,600</b>	
<b>Fund Type 12</b>										
Env Management	42	12	6040		1	Loader	\$ 110,000	\$ 110,000	\$ 110,000	
					9	Sludge Bins	\$ 4,444	\$ 40,000	\$ 40,000	
					15	Sludge Bin Covers	\$ 233	\$ 3,500	\$ 3,500	
					1	Six Drum Storage Unit	\$ 9,740	\$ 9,740	\$ 9,740	
					1	Treatment Plant Filtering System	\$ 60,000	\$ 60,000	\$ 60,000	
					1	Treatment Plant Disinfection System	\$ 70,000	\$ 70,000	\$ 70,000	
					NA	Treatment Plant Decanting Pumps & Piping	\$ 40,000	\$ 40,000	\$ 40,000	
					NA	Treatment Plant Pump Pads	\$ 40,000	\$ 40,000	\$ 40,000	
					NA	Treatment Plant Flow Meters	\$ 20,000	\$ 20,000	\$ 20,000	
					NA	Effluent Facility	\$ 150,000	\$ 150,000	\$ 150,000	
					NA	Treatment Plant Aerators & Piping	\$ 40,000	\$ 40,000	\$ 40,000	
			6042		2	Two HazMat Field Computers	\$ 2,500	\$ 5,000	\$ 5,000	
						<b>Department Total</b>	<b>\$ 546,917</b>	<b>\$ 588,240</b>	<b>\$ 588,240</b>	
<b>Fund Type 12 Total</b>							<b>\$ 546,917</b>	<b>\$ 588,240</b>	<b>\$ 588,240</b>	
<b>TOTAL</b>							<b>\$ 1,376,141</b>	<b>\$ 1,606,521</b>	<b>\$ 1,623,421</b>	

# GRANTS DETAIL FORM

## FY 2009-10 GRANTS DETAIL FORM

Dept: AGRICULTURE

Grant Name	Grant Source	Grant Period	Total Grant Amount	FY 09-10 Amount	Index Code	# of Employees Funded by Grant	Purpose
08-0124 LAKE TAHOE	USFS/CDFA	7/1/2008-6/30/2010	\$ 62,101	\$ 39,476	262400		WEED ERADICATION
APPLIED FOR ALPINE WATERSHED	CARSON WATER	FY 09/10	\$ 12,000	\$ 12,000	262400		WEED ERADICATION
APPLIED FOR ALPINE COUNTY	STATE AND PRIVATE FORESTRY	FY 09/10	\$ 10,000	\$ 10,000	262400		WEED ERADICATION

Dept: District Attorney

Grant Name	Grant Source	Grant Period	FY 09-10 Amount	Index Code	# of Employees Funded by Grant	Purpose
Automobile Insurance Fraud Program	DOI	7/1/09-6/30/10	\$ 108,556	220230	0.75	Investigation and prosecution of Auto Insurance Fraud
Workers Compensation Insurance Fraud Program	DOI	7/1/09-6/30/10	\$ 237,500	220250	1.50	Investigation and prosecution of Workers Compensation Insurance Fraud
Elder Vertical Prosecution	OES	7/1/09-6/30/10	\$ 132,283	220600	0.85	Investigation and vertical prosecution of Elder Abuse
Elder Advocacy	OES	10/1/09-9/30/10	\$ 90,000	221400	1.41	Provide support services to Elder or Disabled Adult crime victims
Victim Witness Assistance	OES	7/1/09-6/30/10	\$ 172,086	221200	2.35	Provide support services to crime victims
Victim Witness Claims	VWGCB	7/1/09-6/30/10	\$ 169,486	221300	3.04	Process claims for California Victim Witness Claims Compensation program

# GRANTS DETAIL FORM

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## FY 2009-10 GRANTS DETAIL FORM

Dept: Health Services Department, Mental Health Division

Grant Name	Grant Source	Grant Period	Total Grant Amount	FY 09-10 Amount	Index Code	# of Employees Funded by Grant	Purpose
Substance Abuse and Mental Health Services Act (SAMHSA)	Federal	7/1 - 6/30	\$136,063	\$136,063	419100 (413480)	1.68	To provide mental health services to children in the Juvenile Hall and the Juvenile Treatment Center
Projects in Assisting in Transition from Homelessness (PATH)	Federal	7/1 - 6/30	\$32,937	\$32,937	419100 (413480)	0.59	To help homeless clients obtain housing upon discharge from the PHF
Vocational Rehab	Federal	7/1 - 6/30	\$27,501	\$27,501	419500 (416160)	0.31	To help MHSA Prospect Place clients obtain skills necessary to gain employment
Vocational Rehab	Federal	7/1 - 6/30	\$53,872	\$53,872	419100 (413480)	1.19	To help MHSA Prospect Place East clients obtain skills necessary to gain employment

# GRANTS DETAIL FORM

## FY 2009-10 GRANTS DETAIL FORM

Dept: Health Services - Public Health

Grant Name	Grant Source	Grant Period	Total Grant Amount	FY 09-10 Amount	Index Code	# of Employees Funded by Grant	Purpose
Centers for Disease Control and Prevention Base Allocation	California Department of Public Health	8/10/09 - 8/9/10	\$275,905	\$275,905	401130 / 401131	2.2	Enhance County's ability to respond to public health emergencies in various forms (FY 09-10 amount includes PY rollover).
Hospital Preparedness Program (HPP) (pka: HRSA)	California Department of Public Health	8/10/09 - 8/9/10	\$225,717	\$225,717	401133	1.55	For bioterrorism preparedness emergency coordination projects with local hospitals.
City Readiness Initiative Funds (CRI)	California Department of Public Health	8/10/09 - 8/9/10	\$121,000	\$121,000	401137/ 401134	1.10	For county-wide bioterrorism preparedness and readiness, including preparation for prophylactic efforts (FY 09-10 amount includes PY rollover).
Pandemic Flu Grant	California Department of Public Health	07/01/09 - 06/30/10	\$62,833	\$62,833	401135	0.45	For county-wide pandemic flu readiness.
Childhood Lead Poisoning Program	California Department of Health Services	07/01/08 - 6/30/11	\$60,000	\$20,000	402141	0.30	Increase awareness of lead hazards, coordinate testing and case management.
California Integrated Waste Management Board (CIWMB)	Local Enforcement Agency	07/01/09 - 06/30/10	\$18,400	\$18,400	403210	0.10	Monitor waste disposal sites within the County. Funding is used to compensate Placer County for performance of solid waste permitting and enforcement activities in El Dorado County.
Comprehensive Drug Court Implementation Grant (CDCI) Dependency Drug Court Program	State of California - Health and Human Services Agency / Department of Alcohol and Drug Programs	07/01/09 - 06/30/10	\$104,241	\$104,241	404142	0.50	Provide treatment for parents whose substance abuse contributes to child abuse and/or neglect resulting in involvement with juvenile court dependency proceedings.
Comprehensive Drug Court Implementation Grant (CDCI) (Juvenile and Adult Felony Drug Court Programs)	State of California - Health and Human Services Agency / Department of Alcohol and Drug Programs	01/01/09 - 12/31/09	\$72,208	\$72,208	404144	.45	Provide Drug Court Services (counseling) for youth and their families.
Collaborative Justice Courts Substance Abuse Focus Program	State of California - Judicial Council of California / Administrative Office of the Courts	07/01/09 - 06/30/10	\$20,000	\$20,000	404145	0.00	Provide case management and substance abuse counseling for clients who receive grant funded services. Funding is used for professional services.
Comprehensive Drug Court Implementation Grant (CDCI) (Juvenile and Adult Felony Drug Court Programs)	State of California - Health and Human Services Agency / Department of Alcohol and Drug Programs	01/01/09 - 12/31/09	\$85,205	\$85,205	404147	0.6	Provide treatment and drug court services to non-violent adult drug offenders.

# GRANTS DETAIL FORM

## FY 2009-10 GRANTS DETAIL FORM

Dept: Health Services - Public Health

Grant Name	Grant Source	Grant Period	Total Grant Amount	FY 09-10 Amount	Index Code	# of Employees Funded by Grant	Purpose
Substance Abuse and Crime Prevention Act (SACPA) and Substance Abuse Offender Treatment Program (OTP)	State of California - Health and Human Services Agency / Department of Alcohol and Drug Programs	07/01/09 - 06/30/10	\$101,154	\$101,154	404148	0.0	Improve SACPA program outcomes and offender accountability.
Safe Choices (Las Sergures Decisiones )	Gov's portion of the Safe and Drug Free Schools and Communities (SDFSC) California Department of Health Services Alcohol and Drug Program	10/01/07-09/30/12	\$1,098,566	\$265,500	404149	1.65	Prevent Latino binge drinking in the specific target population of Latino youths from 12-18 in the South Lake Tahoe Area.
Collaborative Justice DUI Court Expansion Project Grant	Judicial Council of California	09/01/07 - 07/31/09	\$316,612	\$30,000	404150	0.05	Provide DUI Court Expansion specifically targeting repeat DUI offenders who seek and need substance abuse treatment in lieu of jail time.
Improving Appropriate Access to Specialty Care in Rural California (SCI)	California HealthCare Foundation	2/1/08 - 8/31/09	\$250,000	\$150,000	405210	0.50	Evaluate access to specialty healthcare for the underinsured / uninsured in El Dorado County and develop proposal to address the need.
First 5 in Kind (Healthy Families)	First 5 El Dorado Children and Families Commission	1/1/07 - 06/30/08	\$418,000	\$277,078	405230	2.55	Expand access to health insurance and health care services for the underinsured/uninsured children (0-5 yrs) of El Dorado County that are currently ineligible for public insurance programs.
AHRQ Health Information Technology Grant (Marshall)	Agency for Healthcare Research and Quality	09/30/05 - 09/29/08	\$1,491,986	\$187,000	405267	0.00	Develop and implement technology infrastructure to improve health care and outcomes. Funding is primarily used for extra help, consultants, and technology capital purchases.
ACCEL Health Information Exchange (HIE) Project	Blue Shield of California Healthcare Foundation	01/01/09 - 01/01/10	\$125,000	\$95,000	405280	0.00	Review and approval of vendor for HIE system implementation; adoption and execution of a strategic business plan that addresses long-term sustainability of the HIE; and implementation of the HIE project linking Barton Healthcare system with El Dorado County Health Services Department - Public Health Division.
Health Families Program Rural Health Demonstration Projects (Smile El Dorado)	Health Net of California, Inc. (through Managed Medical Risk Medical Insurance Board)	03/31/09 - 06/30/10	\$92,911	\$57,340	405200	0.67	Increase access to dental health care for Healthy Families Program enrolled children; provide short-term funding for projects that have the potential to be self-sustaining in the future.

# GRANTS DETAIL FORM

## FY 2009-10 GRANTS DETAIL FORM

Dept: Human Services

Grant Name	Grant Source	Grant Period	Total Grant Amount	FY 09-10 Amount	Index Code	# of Employees Funded by Grant	Purpose
CSBG	DHHS	1/1/08-12/31/09	\$ 486,108	\$ 243,054	531010	5.75	Admin. Support for Low-Income Services
LIHEAP	DHHS	1/1/09-12/31/10	\$ 1,550,000	\$ 760,950	531100	13.50	Energy Assistance/WX Programs
LIHEAP(Estimate)	DHHS	1/1/10-12/31/10	\$ 1,521,911	\$ 789,050	531100	"	Energy Assistance/WX Programs
DOE (Estimate)	Dept of Energy	7/1/09-6/30/10	\$ 60,000	\$ 60,000	531100	"	Weatherization Program
WIC	USDA	10/1/08-9/30/11	\$ 2,626,000	\$ 870,000	531100	"	Nutrition Support for Women/Infants/Children
CDBG/EDBG P&T Farmer's Market Feasibility	HUD	2/5/08-12/31/09	\$ 18,375	\$ 18,000	531100	0.00	Planning & Technical Assistant-Farmer's Market Feasibility Study
CDBG/EDBG P&T (Est)	HUD	n/a	\$ 70,000	\$ 70,000	531100	0.00	Planning & Technical Assistant
WIA	DHHS	7/1/09-6/30/10	\$ 892,000	\$ 892,000	531182	6.15	Workforce Investment Act
PHA (Est)	HUD	7/1/08-6/30/09	\$ 3,305,292	\$ 3,305,292	531210	5.60	Housing Choice Voucher Rental Assistance Program
HMIS	HUD		\$ 40,017	\$ 40,017	531234	0.00	Purchase and implementation of a Homeless Management Information System.
Econ. Dev -Bus Loan and Microenterprises	HUD	9/21/07-2/28/10	\$ 500,000	\$ 195,971	531282	0.23	Business Loan & Microenterprise Tech. Asst. and Training
Housing Acquisition and Rehabilitation	HUD	12/13/05-12/31/09	\$ 1,499,000	\$ 211,496	531277	0.38	First-time Homebuyer and Rehabilitation Loans
HOME 1st Time HB	HUD	1/15/09 - 04/30/11	\$ 800,000	\$ 797,090	531253	0.55	First-Time Homebuyer Loan Program
Homeless Shelter Grant	HUD	1/22/09 - 06/30/11	\$ 1,470,975	\$ 1,422,544	531284	0.10	Public Facility/Public Service
NSP	HUD		\$ 1,610,096	\$ 1,610,096	531235	0.00	Purchase, rehabilitation and resell of foreclosed properties
MAA	DHHS	7/1/08-6/30/09	\$ 3,000,000	\$ 400,000	531410 531160	1.00	Medi-Cal Related Earned Revenues - Supports Services
OAA -Title III/VII, CBSP	DHHS	7/1/07-6/30/08	\$ 1,232,627	\$ 879,450 \$ 353,177	531301 531421	25.90	Nutrition, Support & Community-Based Services for Seniors
MSSP	DHHS	7/1/07-6/30/08	\$ 291,380	\$ 291,380	531430	2.90	Support Services for Frail, Medi-Cal Eligible Seniors
IHSS PA	DHHS	7/1/07-6/30/08	\$ 1,064,689	\$ 1,064,689	531510 531520	3.30	Facilitate IHSS Provider Representation & Training & IHSS Recipient Referrals & Provide Medical Benefits for Providers

# GRANTS DETAIL FORM

## FY 2009-10 GRANTS DETAIL FORM

Dept: Probation

Grant Name	Grant Source	Grant Period	Total Grant Amount	FY 09-10 Amount	Index Code	# of Employees Funded by Grant	Purpose
YOBG	CSA	7/1/09 to 6/30/10	\$ 95,000	\$ 95,000	254030	0.00	To provide appropriate rehabilitative and supervision services to high risk youth offenders.

Dept: Sheriff

Grant Name	Grant Source	Grant Period	Total Grant Amount	FY 09-10 Amount	Index Code	# of Employees Funded by Grant	Purpose
Hi-Tech Crimes Task Force	Sac County	07/01/09 - 06/30/10	\$ 70,000	\$ 70,000	244122	1.00	Multi-agency technology crimes
Boating & Waterways	State of CA	07/01/09 - 06/30/10	\$ 319,546	\$ 319,546	244130	1.00	Boating subvention program. Overtime, extra help and time study other staff
Rural County Grant	State of CA	07/01/09 - 06/30/10	\$ 500,000	\$ 500,000	244150	0.00	Law enforcement assistance to rural & small counties. Remodel Sheriff's office 300 Fair lane
2007 Homeland Security Grant	State OES	09/20/07 - 03/31/10	\$248,208	\$ 66,698	244161	0.00	Homeland security
2007 LETPP Grant	State OES	09/20/07 - 03/31/10	\$ 153,485	\$ 25,087	244162	0.00	Homeland security - Law Enforcement Terrorism Prevention Program
2008 Homeland Security Grant	State OES	10/16/08 - 05/31/11	\$ 316,669	\$ 172,056	244164	0.20	Homeland security
2008 LETPP Grant	State OES	10/16/08 - 05/31/11	\$ 151,876	\$ 151,876	244163	0.00	Homeland security - Law Enforcement Terrorism Prevention Program
State Criminal Alien Assistance Program	State Dept Corrections	07/01/2009 - 06/30/2010	\$ 103,425	\$ 103,425	244250	0.00	Offset jail costs for housing criminal aliens

Dept: Transportation

Grant Name	Grant Source	Grant Period	Total Grant Amount	FY 09-10 Amount	Index Code	# of Employees Funded by Grant	Purpose
Department of Transportation - Federal Aviation Administration Development AIP Grant	FAA	Pending	\$ 550,050	\$ 550,050	307142	0.00	Install an AWOS III, Airport Layout Plan Update, West Taxiway & West Side Development Ph 1, West Side Development Ph 2, West Access Road.
Department of Transportation - Federal Aviation Administration Development AIP Grant	FAA	Pending	\$ 866,400	\$ 866,400	307132	0.00	Water Line & Fire Hydrant to New Apron Area, West Hanger Area Crack Repair and Slurry Seal, Perimeter Fence and gates.
State Annual Grant	State Aviation	Pending	\$ 20,000	\$ 20,000	307110	0.00	Annual Grant used for Maintenance, and Development
Angora Fire Emergency	CTC	Pending	\$ 192,000	\$ 44,490	306331	0.00	Plant establishment and monitoring on Angora Fire Projects (Zones A-C)

## **GLOSSARY OF BUDGET TERMS**

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A87 – Federal Office of Management and Budget (OMB) Circular that establishes principles and standards for determining costs for Federal awards carried out through grants, cost reimbursement contracts, and other agreements with State and local governments and federally-recognized Indian tribal governments (governmental units).

A-87 COST ALLOCATION PLAN – This plan, established under Federal guidelines, identifies, distributes, and allows the County to be reimbursed for the costs of services by support groups (such as Purchasing, Human Resources, CAO, County Counsel) to those departments performing functions supported by Federal/State funds.

A-87 COSTS – Those costs allocated to County departments under the Countywide Cost Allocation Plan to cover central administrative and overhead expenses.

AB – California State Assembly Bill.

APS – Adult Protective Services.

ACCRUAL BASIS - A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

ACCUMULATIVE CAPITAL OUTLAY (ACO) FUND – A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities.

APPROPRIATION - An authorization granted by the Board of Supervisors to make expenditures and to incur obligations for specific purposes. An appropriation expires at the end of the fiscal year.

APPROPRIATIONS FOR CONTINGENCIES - A budgetary amount, not to exceed 15% of specified appropriations of the fund in which it is appropriated, that is set aside to meet unforeseen expenditure requirements.

AVAILABLE FINANCING - All the components of financing a budget; primarily fund balance available, revenues, equity transfers, and reductions of reserves.

AVAILABLE FUND BALANCE - The amount of funding available at year-end to finance the next year's budget after deducting encumbrances and reserves.

BALANCED BUDGET – Funding sources available for appropriation shall be at least equal to recommended funding uses. As a general rule, the year-end undesignated General Fund fund balance should not be used to fund on-going operations, but could be used to fund designations, reserves and General Fund contingency. Both the recommended and adopted budgets must be balanced.

BASELINE BUDGET - Baseline is generally considered to be the financial and staff resources needed to provide the same level of ongoing services included in the prior year's budget.

BUDGET – A financial plan consisting of an estimate of proposed expenditures, their purpose for a given period of time, and the proposed means of financing them.

## **GLOSSARY OF BUDGET TERMS**

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**BUDGETARY CONTROL** – The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

**CalWORKS** – California Work Opportunity and Responsibility to Kids. A social services program operated by counties that gives cash aid and services to eligible needy families.

**CAPITAL IMPROVEMENT PROGRAM (CIP)** – A multi-year plan for revenues and appropriations related to acquisition, expansion or rehabilitation to meet capital asset needs (e.g. land, buildings, and roads).

**CAPITAL LEASE** – An agreement that conveys the right to use property, plant or equipment, usually for a stated period of time.

**CAPITAL PROJECT** – Any project having assets of significant value and a useful life of five years or more. Capital projects include the purchase of land, design, engineering, and construction of buildings and infrastructure such as roads, bridges, drainage, street lighting, waste management systems, etc.

**CDBG** – Community Development Block Grant.

**CEQA** – California Environmental Quality Act.

**CHARACTER** - A major category of appropriation. Example: "Salaries and Employees Benefits" (Character 30) and "Services and Supplies" (Character 40).

**CIP** – Capital Improvement Program. A multi-year plan for revenues and appropriations related to acquisition, expansion or rehabilitation to meet capital asset needs (e.g. land, buildings, and roads).

**CMSP** – County Medical Services Program.

**CONTINGENCY** - An amount not to exceed 15% of specified appropriations of the fund in which it is allocated; appropriated for unforeseen expenditure requirements.

**COST ALLOCATION** – A methodology for identifying and allocating overhead (indirect) costs incurred by central services departments to direct cost programs.

**COUNTYWIDE FUNDS** - The main operating funds of the County accounting for expenditures and revenues for countywide activities.

**COUNTYWIDE PROGRAMS** – Programs that provide services to all areas of the County, both within and outside city boundaries (i.e. Public Health Services, Social Services, County Jail).

**CPS** – Child Protective Services.

**DEBT SERVICE FUND** - A fund established to finance and account for the payment of interest and principal on all general obligation debt, other than that payable exclusively from special assessments and revenue debt issued for and serviced by a governmental enterprise.

## **GLOSSARY OF BUDGET TERMS**

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**DEPARTMENT** – The portion of the total County organization reporting to one individual who has overall management, appointing authority and budgetary responsibility for a specified group of programs and services.

**DELINQUENT TAXES** – Taxes remaining unpaid on or after the date on which a penalty for nonpayment is attached.

**DEPRECIATION** – A reduction in value over time of capital assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

**DESIGNATED FUND BALANCE** – A portion of unreserved fund balance that has been “earmarked” by the legislative body for specified purposes.

**DESIGNATION** - For governmental fund types, a segregation of a portion of the unreserved fund balance to indicate tentative plans for financial resource utilization in a future period, such as for general contingencies, equipment replacement, financing receivables, etc.

**DISCRETIONARY REVENUE** - Monies that are not legally earmarked by the State or Federal government for a specified program or use. Included in this category are sales and use taxes, business license and utility user taxes, and property taxes.

**DIVISION** – As used in the County budget, the division is a subset of a department’s or agency’s budget that is comprised of activities, programs, and services with common objectives but which as a whole are distinct from other groups of activities, programs, and services that the department or agency provides.

**DOT** – Department of Transportation.

**EMPLOYEE BENEFITS** - Amounts paid on behalf of employees; these amounts are not included in the gross salary. They are fringe benefit payments, and, while not paid directly to employees, they are nevertheless a part of the cost of salaries and benefits. Examples are group health or life insurance payments, contributions to employee retirement, Social Security taxes, workers' compensation payments, and unemployment insurance payments.

**EIR/S** – Environmental Impact Report/Statement.

**ENCUMBRANCES** - An obligation in the form of a purchase order, contract, or other commitment that is chargeable to an appropriation. Available appropriations and fund balance are reduced by the amount of outstanding encumbrances.

**ENTERPRISE FUND** - A fund established to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the government body is that the costs of providing goods or services to the general public on a continuing basis is financed or recovered primarily through user charges.

**EXPENDITURES** – Use of appropriation to purchase goods and services necessary to carry out the responsibilities of a department or organization.

**ERAF** – Education Revenue Augmentation Fund. Property tax allocated to fund school districts.

## **GLOSSARY OF BUDGET TERMS**

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**EXTRA HELP POSITION** – A non-regular, temporary position created to meet a peak workload or other unusual work situation; can include seasonal or recurrent intermittent employment.

**FEMA** – Federal Emergency Management Agency. Provides federal funding for disaster relief.

**FISCAL YEAR** – A twelve-month period used for budgeting and accounting purposes. For El Dorado County, the fiscal year is from July 1 to June 30.

**FIXED ASSETS** – Long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances. Fixed assets include land, buildings, improvements and equipment.

**FULL-TIME EQUIVALENT POSITION (FTE)** – A full or part-time position converted to a decimal equivalent of a full-time position based on 2,080 hours per year (40 hour work week). An employee budgeted to work six months (1,040) would equal 0.5 of a full-time position (FTE).

**FUNCTION/FUNCTIONAL AREAS** - A group of related activities aimed at accomplishing a major service for which a governmental unit is responsible. Example: "Public Protection" and "Health and Human Services" are examples of functions or functional areas in State reporting and budget groupings, respectively. Functions are prescribed by the State Controller for reporting uniformity.

**FUND** - A legal entity that provides for the segregation of monies or other revenue sources for specific restrictions, or limitations. A separate set of accounts must be maintained for each fund to show its assets, liabilities, reserves, and surplus (fund balance), as well as its income and expenditures. The assets of a fund may also be placed into separate accounts to provide for limitations on specified fund income or expenditures.

**FUND BALANCE** - The excess of assets of a fund over its liabilities. A portion of this balance may be available to finance the succeeding year's budget.

**FUND TYPE** – Categories into which all funds used in governmental accounting are classified. Fund types are *Governmental*, consisting of a General Fund, Special Revenue Funds, Capital Project Funds and Debt Service Funds; *Proprietary*, consisting of Enterprise Funds and Internal Service Funds; and *Fiduciary*, consisting of Trust Funds and Agency Funds. These funds are accounting segregations of financial resources. The measured focus in these fund types is on the determination of financial position and changes in financial position (sources, uses, balances of financial resources), rather than on net income determination.

**GAAP** - Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

**GENERAL FUND** - The fund used to account for all countywide operations except those required to be accounted for in another fund.

**GIS** – Geographic Information System. A technology that enables the analysis of data from a geographical perspective.

## **GLOSSARY OF BUDGET TERMS**

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GOVERNMENTAL ACCOUNTING – The composite activity of analyzing, recording, summarizing, reporting and interpreting the financial transactions of governments.

GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB) – The authoritative accounting and financial reporting standard-setting body for government entities.

GRANT - A contribution from one governmental unit to another usually made for a specific purpose and time period.

HIPAA – Health Insurance Portability and Accountability Act. Offers protections for millions of American workers that improve portability and continuity of health insurance coverage.

HOTEL/MOTEL (TRANSIENT) OCCUPANCY TAX - A tax collected by a motel/hotel operator for a percentage of the room rent paid by each transient, which is then due the County. This is sometimes referred to as T.O.T.

IHSS – In Home Supportive Services. A State program that pays for support services so that recipients (blind, disables or over 65 years of age) may safely remain in their homes.

INFRASTRUCTURE - The physical assets of the County (e.g., roads, public buildings and parks).

INTERFUND TRANSFERS – A transfer of monies between two different funds.

INTRAFUND TRANSFERS – A transfer of monies between divisions or departments in the same fund.

INTERGOVERNMENTAL REVENUE - Funds received from Federal, State and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

INTERNAL SERVICE FUND – A fund used to account for the financing of goods or services provided by one department or agency to other departments or agency of a government, or to other governments, on a cost-reimbursement basis.

IT – Information Technologies (a County department).

JPA – Joint Powers Authority.

LAFCO – Local Agency Formation Commission. LAFCO is a State-mandated independent entity responsible for the formation and modification of the boundaries of local agencies. The Commission is tasked to observe these basic statutory purposes: (a) the promotion of orderly development; (b) the discouragement of urban sprawl; (c) the preservation of open-space and prime agricultural lands; and (d) the extension of governmental services.

LOCAL TAX REVENUES (USE OF) – Discretionary, general-purpose revenues received by the General Fund. The largest components of local tax revenue are property tax revenue, sales tax revenue, and motor vehicle fees collected by the State and distributed to counties in lieu of local property taxes.

## **GLOSSARY OF BUDGET TERMS**

---

**MAINTENANCE OF EFFORT** – A Federal and/or State requirement that the County provide a certain level of financial support for a program from local tax revenues. The amount of support is referred to as the Maintenance of Effort (MOE) level.

**MANDATED PROGRAMS** - Mandated programs are those programs and services that the County is required to provide by specific State and/or Federal law.

**MATCH** - The term "match" refers to the percentage of local discretionary County monies in the General Fund, which, by law, must be used to match a certain amount of State and/or Federal funds. For example, for the majority of welfare aid payments, the County must match every 95 State dollars they receive, with 5 dollars from the County's General Fund.

**MEDI-CAL** – Federal-State health insurance program for low income people; like Medicare.

**MISSION STATEMENT** – A succinct description of the scope/purpose of a County department.

**MODIFIED ACCRUAL BASIS** - The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resource increments are recognized when they become susceptible to accrual, which is when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting.

**NET COUNTY COST** - The amount of the operation financed by discretionary sources, principally property taxes.

**OBJECT** - A subcategory of a Character. Example: "Salaries" (Object 300) and "Retirement" (Object 302) are Objects under the "Salaries and Benefits" Character (Character 30).

**OPERATING TRANSFERS** - Interfund and intrafund transfers, other than residual equity transfers, legally authorized from a fund receiving revenue to the fund through which the resources are to be expended.

**OTHER CHARGES** - An object of expenditure that reflects costs not directly associated with the daily expenses of running an operation. Includes such things as interest and principal charges, taxes and assessments from other governmental agencies, and litigation settlements.

**OTHER FINANCING SOURCES** – Long-term debt proceeds, proceeds from the sale of general fixed assets, and operating transfers in from another governmental fund.

**OTHER FINANCING USES** - Operating transfers out from one governmental fund to another.

**PERFORMANCE MEASURE** – Annual indicator of achievement or measures of prediction for a program or work unit as defined in the organization in the budget.

**PERMANENT POSITION** – See Regular Position.

**POSITION** - A position is an employment slot, an approved job for a person or persons working full-time or part-time. A position is usually listed in terms of its classification.

## **GLOSSARY OF BUDGET TERMS**

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POSITION ALLOCATION - Documentation depicting the number and classification of regular full-time, regular part-time and limited term positions in the County, by department, as authorized by the Board of Supervisors.

PROGRAM REALIGNMENT – Also known simply as “Realignment”, refers to a circa 1990 transfer of program funding between the State and the counties to more accurately reflect responsibilities. Realigned programs include mental health, indigent health, foster care, social services, In-Home Supportive Services, certain juvenile justice programs, and other miscellaneous programs. Revenue from increased vehicle license fees and sales taxes finances the increased County program shares.

PROGRAMS – Desired output-oriented activities that can be measured and achieved within a given time frame. Achievements of the programs advance the projects and the organization toward a corresponding solution to a need or a problem.

PROGRAM BUDGET – A budget wherein expenditures are based primarily on programs of work and secondarily on character and object class and performance.

PROPOSED BUDGET - The County budget for a fiscal year as proposed by the Chief Administrative Officer to the Board of Supervisors. Once approved, the Proposed Budget acts as the operating budget beginning July 1 and stays in effect until the Board adopts a final budget.

PROPOSITION 13 - A tax limitation initiative approved by the voters in 1978. Proposition 13 provided for: 1) a 1 percent tax limit exclusive of tax rates to repay existing voter-approved bonded indebtedness, 2) assessment restrictions establishing 1975 level values for all property with allowable increase of 2 percent annually and reappraisal to current value upon change in ownership and new construction, 3) a two-thirds vote requirement to increase State taxes, and 4) a two-thirds vote of the electorate for local agencies to impose "special taxes".

PROPOSITION 63 – Passed by the voters in November 2004, established a State personal income tax surcharge of 1% on taxpayers with annual taxable incomes of more than \$1 million. Funds resulting from the surcharge are to be used to expand County Mental Health programs.

PROPOSITION 172 – Passed in November 1996, this measure established a one-half cent sales tax whose proceeds are used to fund eligible public safety activities.

PROPRIETARY FUND TYPES – The classification used to account for a government’s ongoing organizations and activities that are similar to those often found in the private sector (i.e. enterprise and internal service funds). Sometimes referred to as income determination or commercial-type funds.

REAL PROPERTY - Land and the structures attached to it.

REGULAR POSITION – Any permanent position in the classified service that is required to be filled through certification, or by provisional appointment.

RESERVE - An account used to earmark a portion of fund equity that is legally or contractually restricted for future use or not available for expenditure.

## **GLOSSARY OF BUDGET TERMS**

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**RESERVED FUND BALANCE** – Those portions of fund balance that are not appropriable for expenditure or that are legally segregated for a specific future use.

**REVENUE** - Money received to finance ongoing County services. Examples: property taxes, sales taxes, fees, and State and Federal grants.

**SALES TAX** - A tax levied on the sale of goods or services to the consumer.

**SB** – California State Senate Bill.

**SECURED TAXES** - Taxes levied on real properties in the County, which are "secured" by a lien on the properties.

**SERVICES AND SUPPLIES** – A Character of expenditure reflecting the County's costs for services and supplies necessary for the operations of County departments and programs.

**SPECIAL ASSESSMENTS** - Fees that are charged to property owners in certain geographical areas for public improvements. A fee is levied only to those property owners who receive a direct benefit.

**SPECIAL DISTRICTS** - An independent unit of local government established to perform a single specified service. The Special Districts listed in this document are governed by the Board of Supervisors.

**SPECIAL REVENUE FUND** - A revenue fund used to account for the proceeds of specific revenue sources (other than special assessments, or for major capital projects) that are legally restricted to expenditure for specified purposes. The Road Fund is an example of a special revenue fund. GAAP only requires the use of special revenue funds when legally mandated.

**SUB-OBJECT** – A subcategory of appropriations sometimes referred to as a "line item". Examples of Sub-Objects in the "Salaries and Benefits" Character (Character 30) include "Permanent Positions" (Sub-Object 3000), "Extra-Help" (Sub-Object 3001), and "Overtime" (Sub-Object 3002).

**SUBVENTION** - Payments by an outside agency (usually from a higher governmental unit) for costs that originate in the County (i.e., Federal/State payments to County to offset the cost of providing Health and Welfare services).

**SUPPLEMENTAL TAX ROLL** - The Supplemental Property Tax Roll is a result of legislation enacted in 1983 and requires an assessment of property when change to the status of the property occurs, rather than once a year, as was previously the case.

**TAXES** - Compulsory charges levied by a governmental unit for the purpose of financing services performed for the common benefit.

**TCM** – Targeted Case Management. Enables an individual eligible for Medi-Cal to gain access to needed medical, social, educational and other services.

**TEMPORARY POSITION** – See Extra Help.

## **GLOSSARY OF BUDGET TERMS**

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TRUST FUNDS – Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, or other governments/funds.

TRANSFERS IN/OUT - Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

UNDESIGNATED/UNRESERVED FUND BALANCE - The portion of a fund's balance that is available for spending or appropriation, not “earmarked” for specified purposes by the legislative body.

UNINCORPORATED AREA – Those geographic portions of the County that are not within incorporated city limits.

UNSECURED TAX - A tax on properties such as office furniture, equipment, and boats that are not secured by real property owned by the assessed.

USER DEPARTMENT – A department that receives services, which it pays for, from another County department, with payment made through intra or inter-fund transfers.

WIA – Workforce Investment Act. Purpose is to consolidate, coordinate, and improve employment training, literacy, and vocational rehabilitation programs in the United



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