

# **RECOMMENDED PROPOSED BUDGET**

for the

## **FISCAL YEAR ENDING JUNE 30, 2021**



**Recommended by County Administrative Office**

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419	Fire - Tesoro Viejo CSA 22 Zone E
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441	Building and Fire Safety

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497	Behavioral Health Services
1	Board of Supervisors
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205	D.A.-Citizens Option for Public Safety

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593	Veterans Service Officer
451	Water and Natural Resources



# COUNTY OF MADERA

## ADMINISTRATIVE MANAGEMENT

200 WEST 4<sup>TH</sup> STREET, SUITE 4200, MADERA, CALIFORNIA 93637-3548  
 (559) 675-7703 / FAX (559) 675-7950 / TDD TELEPHONE (559) 675-8970

September 2, 2020

**HONORABLE BOARD OF SUPERVISORS  
 COUNTY OF MADERA**

In accordance with the requirements of State Law and Madera County Code Section 2.24.030C, submitted herewith are my recommendations for the 2020-21 Proposed Budget. The following is a summary of budget appropriation totals:

### COUNTY BUDGET APPROPRIATION SUMMARY (All Funds Excluding Special Districts)

<u>Fund Name</u>	<b>Board Approved 2019-20</b>	<b>CAO Baseline Budget 2020-21</b>	<b>Department Request 2020-21</b>	<b>CAO Proposed Budget 2020-21</b>	<b>Change from 2019-20 to 2020-21</b>
General Fund	\$290,919,274	\$294,976,523	\$307,120,307	\$307,120,307	\$16,201,033
Fish and Game Fines	5,000	5,000	5,000	5,000	0
Refuse Disposal & Flood Control	14,248,574	14,004,658	15,632,109	15,632,109	1,383,535
AB 109 & Community Corr. Performance Inc.	7,833,909	7,833,909	8,519,912	8,519,912	686,003
Road Fund	29,017,174	29,017,174	56,451,992	56,451,992	27,434,818
Other (ISF <sup>(1)</sup> & Public Authority)	3,400,145	3,363,565	3,688,532	3,688,532	288,387
<b>GRAND TOTAL BUDGET REQUIREMENTS</b>	<b><u>\$345,424,076</u></b>	<b><u>\$349,200,829</u></b>	<b><u>\$391,417,852</u></b>	<b><u>\$391,417,852</u></b>	<b><u>\$45,993,776</u></b>

(1) ISF - Internal Service Funds - Central Garage and Microwave Radio

**HONORABLE BOARD OF SUPERVISORS**

September 2, 2020

The proposed Fiscal Year 2020-21 General Fund (GF) appropriation of \$307,120,307 is funded with projected revenues and carryover fund balance shown in the following estimates:

**REVENUE & APPROPRIATIONS SUMMARY - GENERAL FUND**

<u>Classification</u>	<b>Board of Supervisors Approved Revenues <u>2019-20</u></b>	<b>CAO Proposed Estimated Revenues <u>2020-21</u></b>
Taxes	\$57,219,059	\$57,987,010
Licenses, Permits, & Franchises	6,000,569	6,591,453
Fines, Forfeits, & Penalties	2,189,789	2,439,124
Revenue from Use of Money and Property	356,175	75,528
Intergovernmental Revenues	149,944,893	162,107,286
Charges for Current Services	26,358,949	31,332,976
Other Revenue	<u>39,422,664</u>	<u>42,121,773<sup>(1)</sup></u>
<b>PROJECTED GENERAL FUND REVENUES</b>	<b>\$281,492,098</b>	<b>\$302,655,150</b>
Projected Prior Year Unrestricted General Fund Balance Carryover	\$16,850,000	\$7,422,824 <sup>(2)</sup>
<b>AVAILABLE GENERAL FUND REVENUES</b>	<b>\$298,342,098</b>	<b>\$310,077,974</b>
General Fund Appropriations Requirements	\$290,919,274	\$307,120,307
<b>ESTIMATED UNRESTRICTED FUND BALANCE</b>	<b>\$7,422,824</b>	<b>\$2,957,667<sup>(3)</sup></b>

<sup>(1)</sup>Includes \$4.3 Million in one-time CARES Act Coronavirus Relief Funds (CRF) revenue offsetting cost of staff resources that were substantially redirected to pandemic response activities.

<sup>(2)</sup>Projected Unrestricted General Fund Balance Carryover for fiscal year ending June 30, 2020

<sup>(3)</sup>Recommends use of \$4,465,157 of the \$7,422,824 Fund Balance Policy Reserve to offset discretionary revenue deficit

NET COUNTY COST/DISCRETIONARY REVENUE SUMMARY

	ADOPTED FY 2019-20	PROPOSED FY 2020-21
<b>PROPOSED NET COUNTY COST REQUIREMENTS</b>	<b>\$85,819,554</b>	<b>\$79,553,436</b>
DISCRETIONARY REVENUES TO FUND NET COUNTY COST	(\$76,392,378)	(\$75,088,279)
USE OF CARRYOVER FUND BALANCE IN OPERATIONS	(8,563,251)	(4,465,157)
 <b>SUMMARY OF REMAINING FUND BALANCE RESERVE AND OTHER RESERVES:</b>		
FUND BALANCE POLICY RESERVE	\$7,422,824	\$2,957,667
FIRE EQUIPMENT RESERVE	\$1,000,000	\$1,000,000

**COMMENTS ON THE 2020-21 RECOMMENDED BUDGET**

***Discretionary Revenues and Net County Cost***

The Proposed Budget for Fiscal Year 2020-21 is balanced through a combination of departmental reductions, recognition of one-time revenues and recommended utilization of the County's budget reserves. The COVID-19 crisis and its resulting economic impact quickly and significantly reduced the available discretionary revenues that fund critical county essential services. In addition to reduced revenues, departments were faced with the full year impact of the second of two negotiated Cost of Living Adjustments (COLA) and higher retirement and health insurance costs. These inflationary factors would have required a Fiscal Year 2020-21 net County cost of \$87,601,192 to maintain prior year service levels. In response, departments identified \$3.7 Million in expenditure reductions through a combination of hiring controls, service efficiencies and tightening of operating expenses. In addition, \$4.3 Million in one-time CARES Act Coronavirus Relief Fund (CRF) revenues helped reduce the net County cost requirement for Fiscal Year 2020-21 to \$79,553,436. The projected discretionary revenues of \$75,088,279 is \$4,465,157 short of funding the total net County cost requirements. It is my recommendation that your Board authorize the use of the County's budget reserves to fund the deficit in discretionary revenues and meet the statutory requirement of passing a balanced budget.

Over the next several months, my office will work with each department to ensure the following:

1. Continue to reduce the deficit between operating expenses and revenues with the goal of minimizing the use of the fund balance reserves to a level lower than what your Board has authorized during adoption of the proposed budget
2. Monitor projected revenues and take the necessary steps to adjust the budget to ensure no additional fund balance reserves are used during the fiscal year
3. Make restoration of the fund balance policy reserve a priority

Due to the unpredictable impacts of COVID-19 on the County's operations and finances, my office will provide a mid-year update to your Board on January 2021, which will detail the County's progress towards the goals presented above and provide a forecast for Fiscal Year 2021-22. At that time, necessary mid-year budget adjustments will be made to align actual spending to updated projections.

***Key Infrastructure & Economic Development Highlights***

Despite the unprecedented challenges we are experiencing during this pandemic, it is worth noting the following accomplishments of the past twelve months. Over the past year, the County has either completed or initiated the following capital improvement projects:

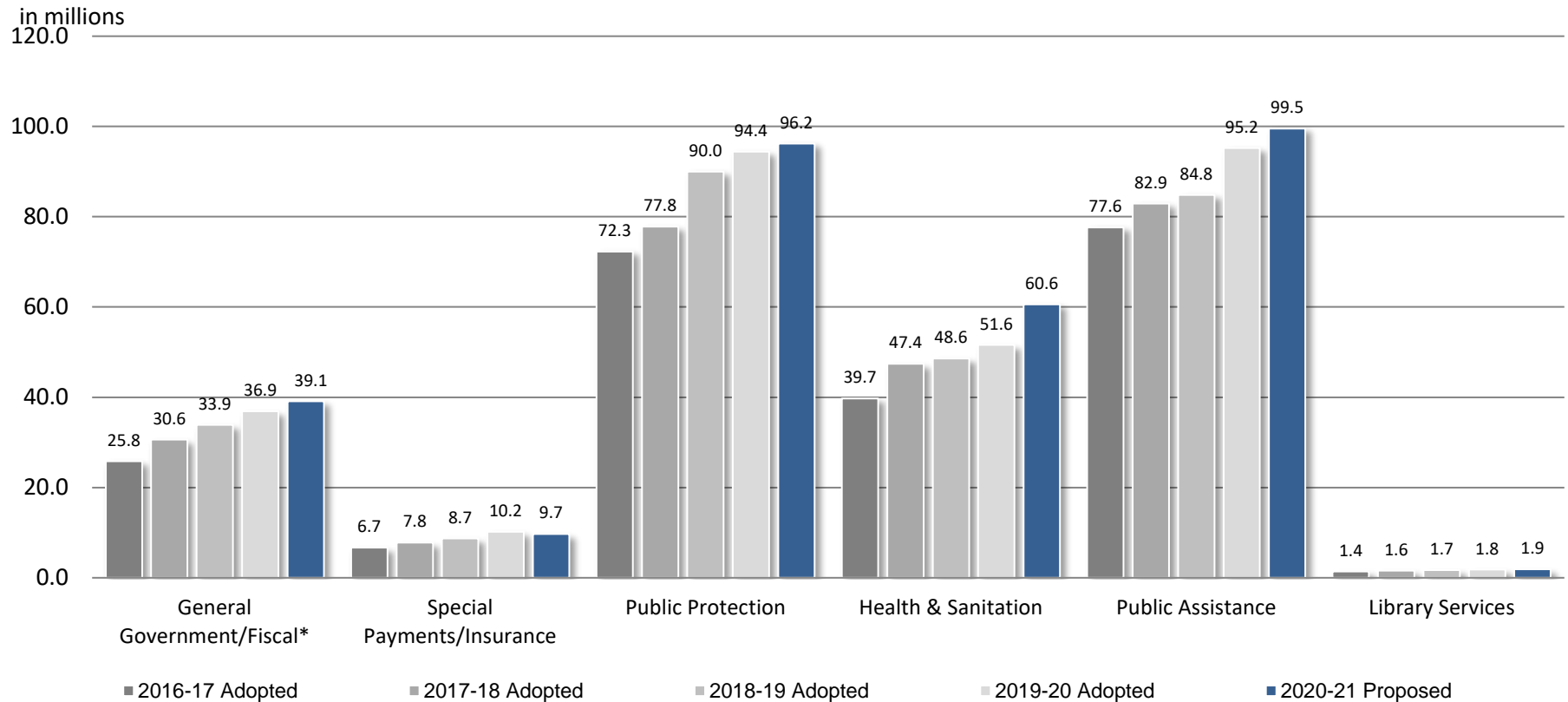
- The Health & Social Services Campus was fully completed on March 2020, with the Department of Social Services fully occupying the final three buildings of the campus on April 2020
- The new Ranchos Library and Sheriff's substation were completed; the new library opened its doors December 2020 while the Sheriff's substation had its soft opening September 2020
- The new Agricultural Commissioner's facility is nearing completion and is expected to be occupied by November 2020
- The contract and financing package for the design and construction of the Hall of Justice Facility (District Attorney & Probation Building) was approved by your Board on August 2020 and construction is expected to begin March 2021
- Fire Station 3 entered the design phase with your Board's approval of the architecture and design contract on July 2020. The SB 1022 Jail Project started the design phase of the project as well.
- Finally, the Phase 3 Energy Efficiency Project began the design phase on August 2020. It is a multi-phase project, which includes an expansion of the solar field on Road 28 that serves the jail facility. The final phase of this project is expected to be completed on October 2021

Economic development efforts continue to make progress. The establishment of Enhanced Infrastructure Financing Districts (EIFD) and the future efforts on attracting Opportunity Zone investments represents part of the County's focus on job creating commercial and industrial development opportunities. Residential construction continues to be strong in the Rio Mesa Area, with Tesoro Viejo selling homes and Riverstone beginning construction of its first commercial area.

**Overview of Proposed FY 2020-21 Appropriations**

The following section provides an overview of the proposed appropriations for the Fiscal Year 2020-21 Budget. This budget continues your Board’s focus on prioritizing public safety, which is reflected in the five-year trend of public protection appropriations below. The budget also makes key technological investments in improving the County’s Geographic Information System (GIS) mapping capabilities and includes the appropriations necessary to address the pandemic and assist low-income households by providing necessary state and federal funded safety net services.

**General Fund Appropriations 5-Year Comparison**





***Overview of Proposed FY 2020-21 Appropriations (continued)***

The 2020-21 General Fund Budget is an overall increase of \$16.2 Million over the 2019-20 Fiscal Year. The following is a brief recap of General Fund functions and other points of interest:

- The General Government category reflects an increase of \$2.2 Million over Fiscal Year 2019-20. The majority of this increase is due to the cost of updating the County's GIS Base Layer Map (\$1.2 Million). This project will be completed over the course of two fiscal years; 66% of the estimated cost will be funded with State grants. The 34% local match will be split equally between net County cost and automation revenues received by the Community & Economic Development Department. Other increases in this category include the necessary cost of maintaining and operating the County's facilities and grounds. A portion of these facility costs are related to the pandemic response and will be eligible for reimbursement through the CARES Act – CRF funds.
- The Public Protection category has increased \$1.8 Million over Fiscal Year 2019-20. The increase is primarily due to the Community Oriented Policing Services (COPS) Hiring Grant, which will add five (5) Full Time Equivalent (FTE) positions to the Sheriff's Office, and the contracted increases in the Jail Medical and Food Service agreements.
- The Health and Sanitation category has increased \$9.0 Million over Fiscal Year 2019-20. The majority of the increase is related to the Public Health Department's pandemic response costs (\$5.6 Million) the cost increases related to operating Health & Mental Health Programs in the county.
- The Public Assistance category has increased \$4.3 Million over Fiscal Year 2019-20. The increase in this category is primarily due to increases in projected public assistance aid costs (\$1.9 Million). Other major reasons for the increase includes the full year lease cost of the new Health & Social Services facility (\$1.5 Million) and a new Medi-Cal Navigator Program for DSS.
- The Library Services category (Library) has increased \$152,417 over Fiscal Year 2019-20. This increase is entirely due to the Madera County Library's Mobile Library Unit Project, which is funded through a State grant.

***Overview of Proposed FY 2020-21 Appropriations (continued)***

- The preliminary General Fund Balance for the period ending June 30, 2020, as projected by the Auditor's Office in cooperation with the Administrative Office, is \$7,422,821. The Auditor's Office is scheduled to complete the final June 2020 Fund Balance calculation in the fall of this year after the close-out of the 2019-20 Fiscal Year. The proposed budget recommends the use of \$4,465,157 of the projected fund balance to offset the projected deficit in discretionary revenues.
- The Public Employees' Retirement System (PERS) notified the County that the miscellaneous employee rate will increase from 26.952% to 30.056% for Fiscal Year 2020-21. The current PERS rate for Law Enforcement employees is 35.370% and will increase to 39.980%. PERS has lowered its long term rate of return from 7.50% to 7.00%, which is implemented over three years beginning the 2018-19 Fiscal Year. This change in the rate of return has significantly increased employer contributions in the PERS system. In the proposed budget, the increase in total benefits costs, which includes health and retirement benefits, is \$5.4 million and is primarily only due to the new PERS rates (\$4.7 Million).
- Employee Compensation Increases All compensation adjustments that have been agreed to in a Memorandum of Understanding (MOU) have been budgeted in the individual Departmental budgets, including the full year impact of the 3.00% Cost of Living Adjustment (COLA) that went into effect January 1, 2020.
- Appropriations for Contingency is currently not budgeted for Fiscal Year 2020-21. The amount is recommended eliminated based on the current budget crisis and recent experience and continued efforts to enhance departmental budgets at the line item level, which has reduced the need for a high level of contingency funding.

COMMENTS ON RESIDUAL/DESIGNATED FUND BALANCE

<u>Funds</u>	<u>Balance</u>	<u>Type, Proposed Use, and Comments on Funds</u>
Fund Balance Policy Reserve	\$2,957,667	<p><b>Type:</b> Discretionary one-time funds.</p> <p><b>Use:</b> These funds are set-aside for future budgetary needs.</p> <p><b>Comments:</b> For Fiscal Year 2020-21, \$4,465,157 is recommended to be used to offset the deficit in discretionary revenues</p>
A Reserve for Fire Equipment Replacement	\$1,000,000	<p><b>Type:</b> Discretionary One-Time Funds</p> <p><b>Use:</b> This funding was established to ensure the stability of funding available for the annual debt service costs of acquiring replacement fire equipment pursuant to the approved Fire Equipment Replacement Policy.</p> <p><b>Comments:</b> There are no recommended uses for these funds included in the proposed fiscal year 2020-21 budget.</p>

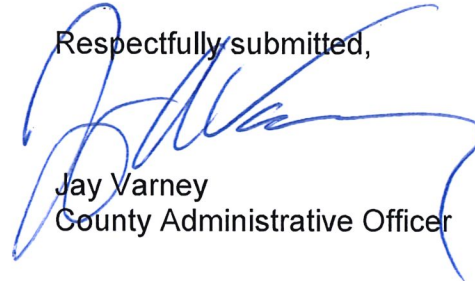
**COMMENTS ON FINAL BUDGET HEARINGS**

The Government Code provides that estimates submitted by an official or person shall not be addressed or reduced until they have had a hearing before your Board sometime during or prior to the Final Budget Hearings. In addition, your Board (1) must hear any taxpayer, during consideration of the Final Budget, regarding the increase, decrease, or omission of any item in the Proposed Budget, or for the inclusion of additional items; (2) may add any items at the Final Budget Hearings for which a written request is filed; and (3) may delete any items at the Final Budget Hearings.

Therefore, it is recommended that your Board:

1. Instruct the County Administrative Officer to review the budget accounts approved in the Recommended Budget and submit recommendations for adjustments to be considered at the Final Budget Public Hearings.
2. Set MONDAY, September 14, 2020, as the date Final Budget Public Hearings to begin.
3. Instruct the County Administrative Officer to schedule specific items to be heard during Final Budget deliberations for persons indicating a desire to be heard regarding the Budget.

Respectfully submitted,

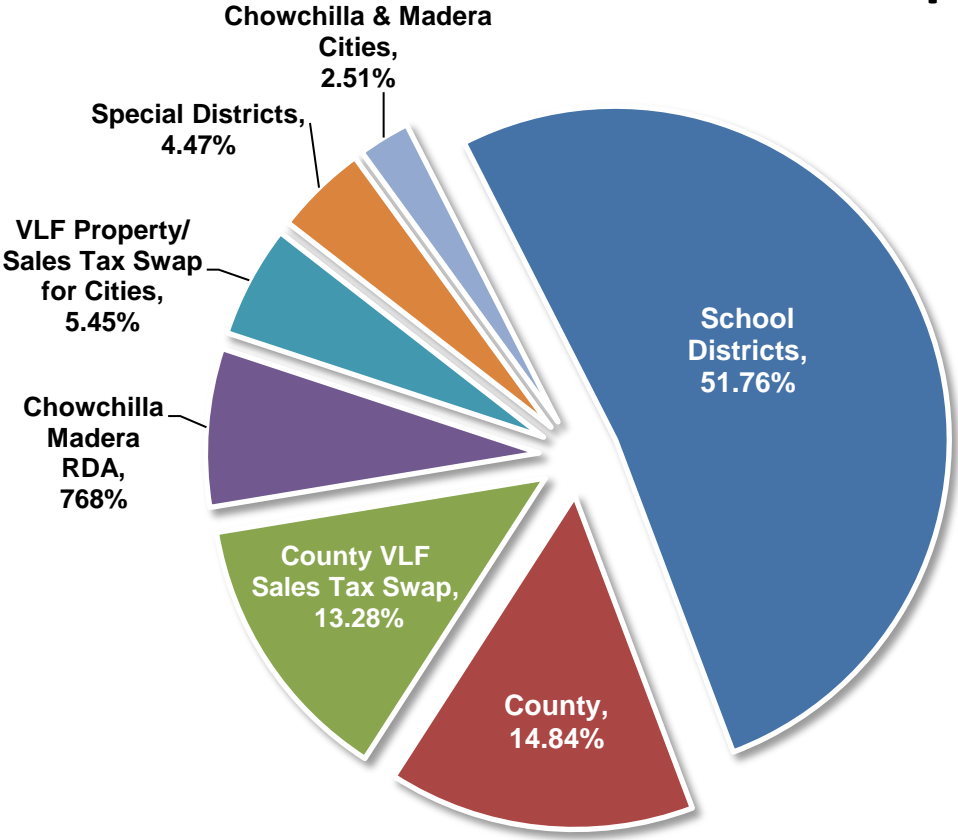


Jay Varney  
County Administrative Officer

***County of Madera Budget Staff:***

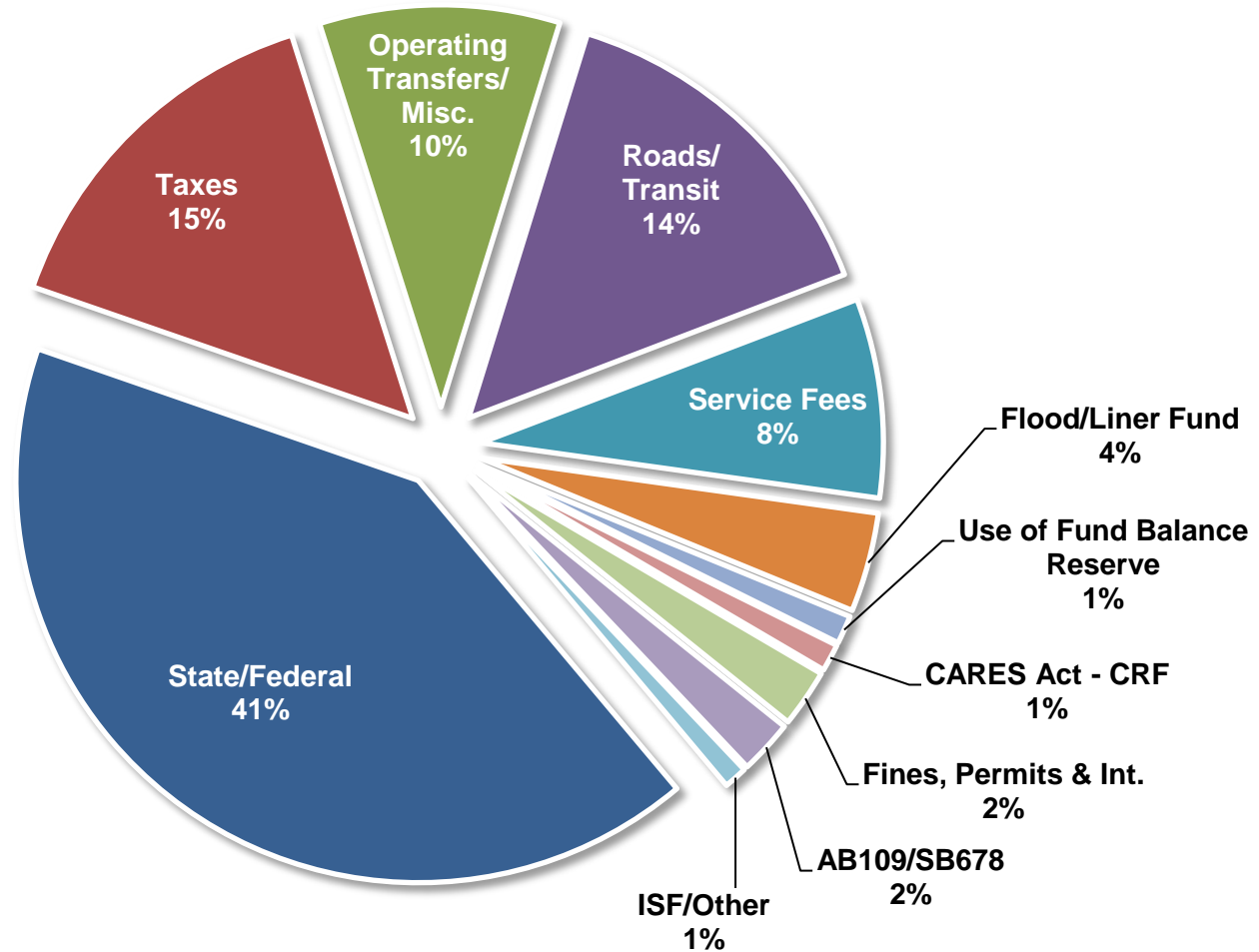
*Jay Varney, County Administrative Officer  
Joel Bugay, Deputy CAO-Finance  
Jessica Leon, Administrative Analyst  
Yvette Gomez, Executive Assistant to the CAO*

# PROPERTY TAX DISTRIBUTION 2020-21

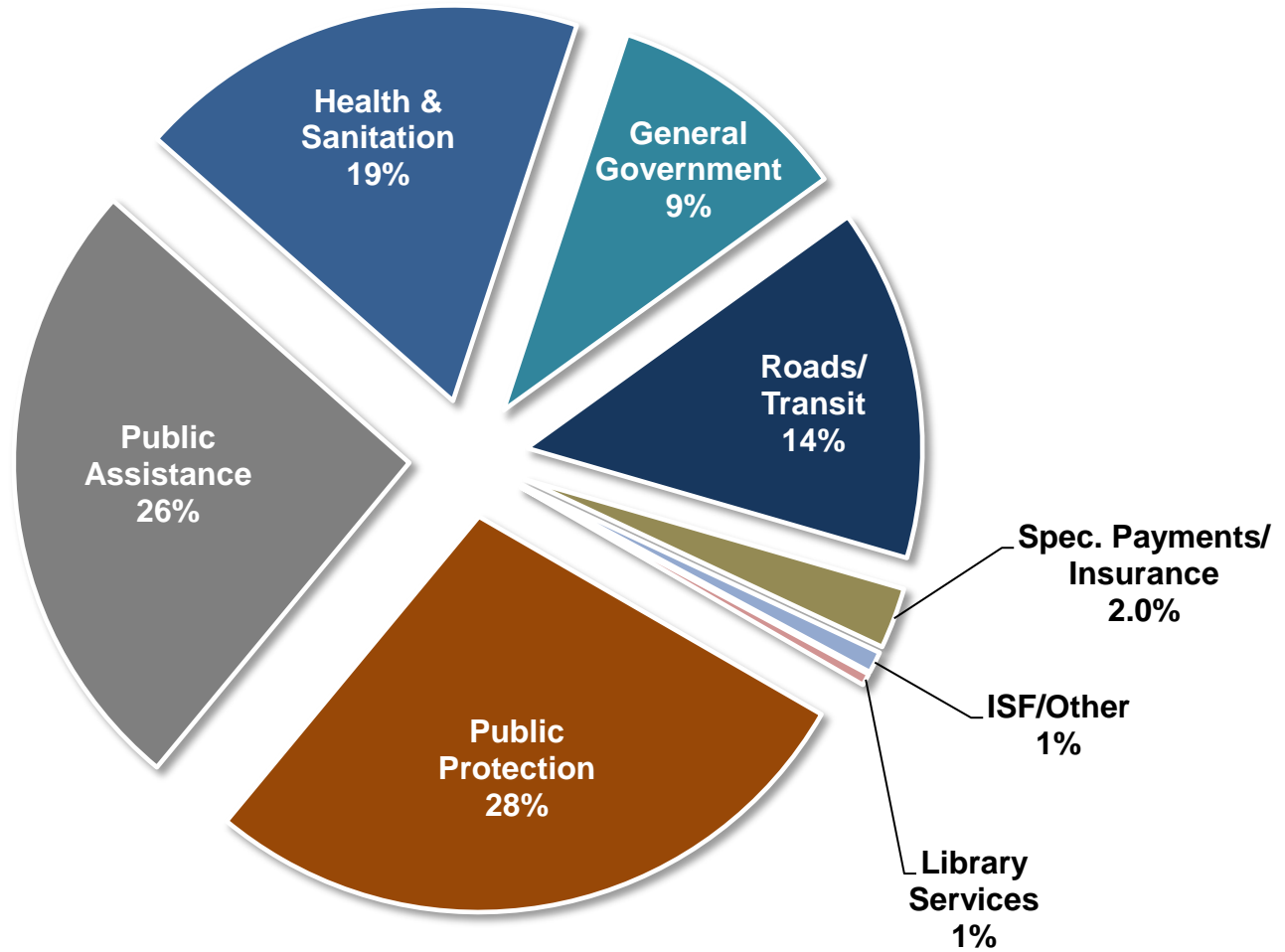


	2018-19 Rates	2019-20 Rates	2020-21 Rates
School Districts	51.56%	51.51%	51.76%
County	14.89%	14.81%	14.84%
County VLF Sales Tax Swap	13.31%	13.23%	13.28%
Chowchilla & Madera RDA	7.64%	7.56%	7.68%
VLF Property/Sales Tax Swap for Cities	5.55%	5.48%	5.45%
Special Districts	4.49%	4.89%	4.47%
Chowchilla & Madera Cities	2.57%	2.53%	2.51%

# Fiscal Year 2020-21 Proposed Budget Estimated Revenue (\$391,417,852)



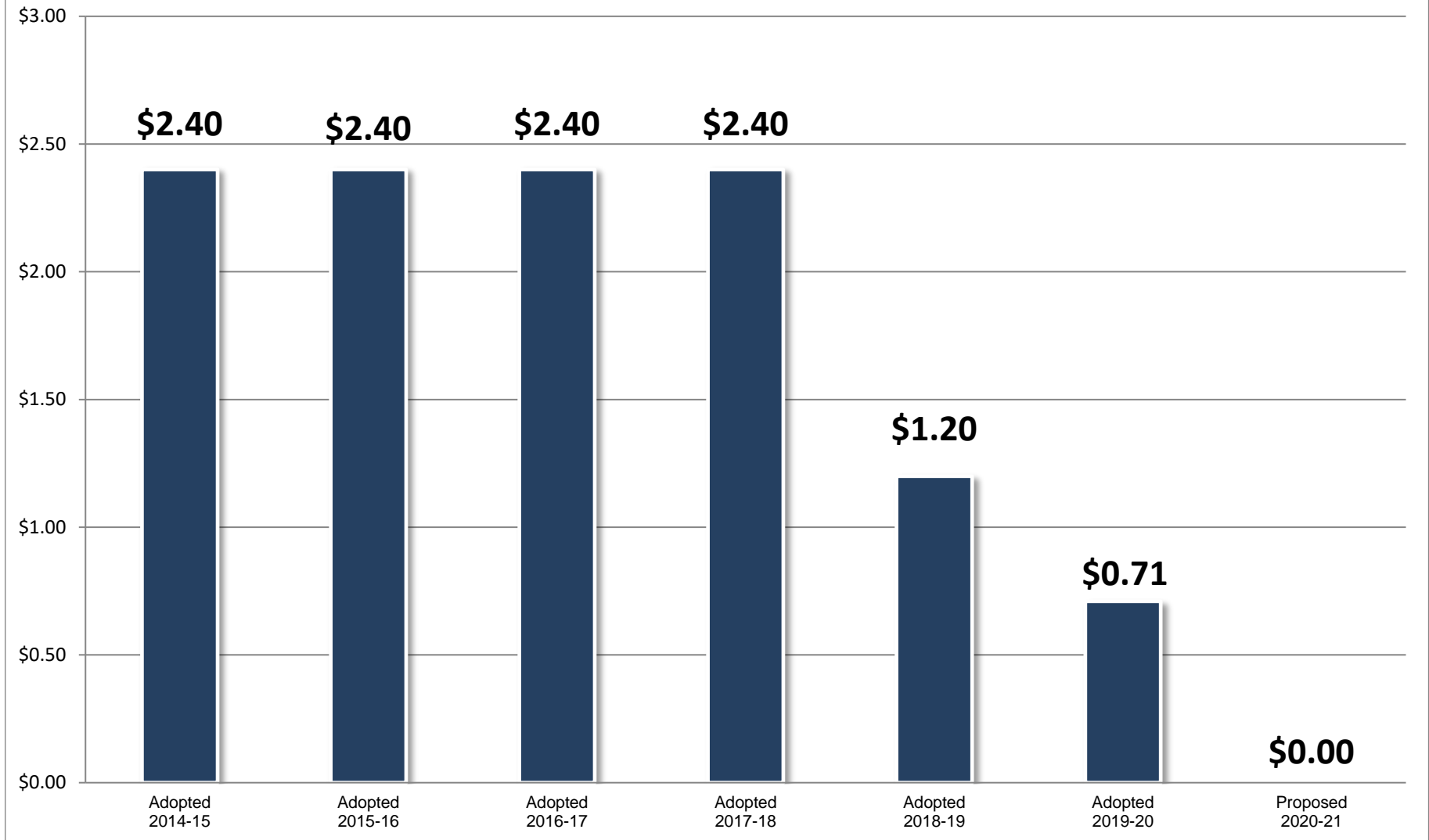
# Fiscal Year 2020-21 Proposed Budget Appropriations (\$391,417,852)



# GENERAL FUND CONTINGENCY BUDGET

Fiscal Year 2014-15 to Fiscal Year 2020-21

(in millions)





**COUNTY OF MADERA  
ANALYSIS OF REVENUE BY SOURCE**

<u>Budget Classification</u>	<u>Actual Revenues 2018-19</u>	<u>Board of Supervisors Approved Revenues 2019-20</u>	<u>12-Month Actual Unaudited Revenues 2019-20</u>	<u>CAO Recommended 2020-21</u>
<b><u>TAXES</u></b>				
610100 Property Taxes - Current Secured	21,229,066	22,233,426	22,038,011	22,900,429
610102 Property Taxes - Current Secured RDA SA Other Dist	199,370	170,126	271,580	233,604
610200 Property Taxes - Current Unsecured	629,965	719,916	631,532	629,492
610300 Property Taxes - Prior Secured	(7,825)	-	(8,584)	(9,000)
610400 Property Taxes - Prior Unsecured	12,702	-	14,474	-
610500 Property Taxes - Current Secured - VLF Swap	19,815,049	20,962,752	20,885,827	21,557,818
610600 Property Taxes - Supplemental Current	801,380	599,307	568,798	697,222
610700 Property Taxes - Supplemental Prior	144	-	(725)	-
610801 Sales & Use Tax	7,487,757	7,527,630	7,238,862	7,238,501
610900 Other Taxes	-	915,000	-	1,000,000
610901 Hotel and Motel	3,989,468	3,954,000	3,625,206	3,648,152
610902 Documentary Stamp	985,065	-	1,021,222	-
610904 Timber Yield Tax	14,820	-	9,807	792
610906 Aircraft	155,335	136,902	171,803	90,000
<b>Total Taxes</b>	<b>55,312,296</b>	<b>57,219,059</b>	<b>56,467,813</b>	<b>57,987,010</b>
<b><u>LICENSES, PERMITS AND FRANCHISES</u></b>				
620100 Animal Licenses	62,660	119,066	46,575	120,000
620200 Business Licenses	129,521	132,000	142,999	110,000
620300 Construction Permits	2,002,119	1,680,000	2,264,342	1,799,000
620500 Zoning Permits	96,029	102,000	91,039	106,000
620600 Franchises, Garbage, Utilities & Cable TV	2,135,371	2,143,744	2,381,695	2,381,694
620700 Other Licenses and Permits	69,524	396,000	61,329	476,000
620701 Boat Licenses	138,994	150,000	119,402	150,000
620704 Environmental Health Permits	1,282,366	1,215,000	1,325,407	1,389,000
620705 Burial Permits-Indigent	1,868	1,759	1,806	1,759
620706 Auto Theft Deterrent Fees (DUI)	133,257	-	169,568	-
620710 Grading Permits	41,432	47,000	39,529	40,000
620711 EH Permit Automation Fee	16,875	14,000	16,940	18,000
<b>Total Licenses, Permits and Franchises</b>	<b>6,110,016</b>	<b>6,000,569</b>	<b>6,660,631</b>	<b>6,591,453</b>

**COUNTY OF MADERA  
ANALYSIS OF REVENUE BY SOURCE**

<u>Budget Classification</u>	<u>Actual Revenues 2018-19</u>	<u>Board of Supervisors Approved Revenues 2019-20</u>	<u>12-Month Actual Unaudited Revenues 2019-20</u>	<u>CAO Recommended 2020-21</u>
<b><u>FINES, FORFEITURES AND PENALTIES</u></b>				
630100 Vehicle Code Fines	-	49,326	-	49,326
630101 County Share of State Fines	62,705	-	57,954	-
630200 Other Court Fines	-	1,704,050	-	2,056,723
630204 Criminal Fines	1,183,241	-	1,621,569	-
630221 PC 1463.14 Drug Analysis Fine	636	-	471	-
630222 State-County Share of Penalty PC 1464	194,852	-	190,128	-
630223 PC 1203.4 Change Plea	10,946	-	7,817	-
630225 AG - Admin Penalties	2,250	-	1,950	-
630227 RMA Code Enforcement Fines/Fees	1,834,875	-	686,573	-
630228 Juvenile Supervision/Service Fees	18,567	-	2,511	-
630229 Juvenile Boot Camp W&I 903/094	15,303	-	1,605	-
630230 Juvenile Probation Supervision W&I 602	779	-	200	-
630231 Juvenile Record Seal W&I 781	120	-	240	-
630300 Forfeitures & Penalties	-	11,000	-	11,000
630306 Restitution Fine Rebate 10%	20,512	20,000	24,552	25,000
630307 Other Fines	19,028	20,000	16,219	25,000
630308 Restitution to County Departments	184	-	-	-
630320 Bad Check Penalties	425	-	100	-
630400 Penalties/Cost Delinquent Taxes	-	413	16,140	-
630401 Cost of Tax Collection	105,290	105,000	89,380	106,000
630402 County Redemption Fees	13,215	30,000	11,425	23,075
630403 Penalties & Interest on Taxes	143,119	250,000	205,139	143,000
<b>Total Fines, Forfeitures and Penalties</b>	<b>3,626,047</b>	<b>2,189,789</b>	<b>2,933,973</b>	<b>2,439,124</b>
<b><u>REVENUE FROM USE OF MONEY &amp; PROPERTY</u></b>				
640101 Interest	166,060	242,206	34,766	54,000
640102 Interest on Loan	-	1,296	-	-
640103 Interest on Property Tax Collection	68,799	31,745	73,081	-
640300 Rents and Concessions	17,463	64,816	78,056	3,052
640302 Bldg/Improvement Rentals	16,136	15,762	18,801	18,126
640400 Royalties-FMC	-	350	-	350

**COUNTY OF MADERA  
ANALYSIS OF REVENUE BY SOURCE**

<u>Budget Classification</u>	<u>Actual Revenues 2018-19</u>	<u>Board of Supervisors Approved Revenues 2019-20</u>	<u>12-Month Actual Unaudited Revenues 2019-20</u>	<u>CAO Recommended 2020-21</u>
<b>Total Revenue from Use of Money &amp; Property</b>	<b>268,458</b>	<b>356,175</b>	<b>204,704</b>	<b>75,528</b>
<b><u>INTERGOVERNMENTAL REVENUES</u></b>				
<b>State</b>				
650302 Motor Vehicle In-Lieu Tax 1984	63,713	68,754	105,435	-
650800 State Admin Public Assistance	-	5,043,456	-	4,986,857
650802 Cal-Learn Admin-Assistance	2,550	-	1,462	-
650804 CalWORKS Admin TANF	2,023,685	-	2,087,108	-
650810 Social Services Admin	3,949,222	-	4,621,769	-
650811 Welfare to Work Admin-Assistance	325,208	-	707,312	-
650900 State Public Assistance Programs	-	24,568,321	-	24,689,452
650901 CalWORKS (AFDC)	17,140,892	-	22,160,632	-
650902 Adopted Children	(20,711)	-	28,703	-
650905 Foster Care	2,024,174	-	1,446,572	-
650907 Foster Care-Emergency Assistance	1,944	-	(14,276)	-
650908 ST - FOOD STAMP WKFARE	51,852	-	53,883	-
650910 Public Assistance - Realignment	9,836,435	2,174,124	7,970,333	3,811,969
650914 St. Cal Learn	149	-	-	-
650915 CalWorks Child Care	53,886	-	59,787	-
650916 Kin Gap	246,996	-	307,473	-
650917 Cash Assist for Immigrants	29,608	-	30,659	-
651100 State - CA Children Services	-	-	-	989,894
651101 Health - Admin. - California Children Services	42,776	-	9,783	-
651102 Health - Therapy - California Children Services	211,336	-	219,338	-
651103 Health - Realignment - California Children Services	250,000	-	-	-
651105 Health - Medi-Cal-California Children Services	324,831	-	328,115	-
651106 Health - Healthy Families	6,487	-	10,382	-
651300 St - Mental Health	-	51,000	-	51,000
651301 Behavioral Health - Small Counties Emergency Grant	132,562	-	243,900	-
651306 Behavioral Health - Realignment	2,849,370	6,782,411	3,335,712	4,657,255
651307 Behavioral Health - Jail-Realignment	51,000	-	51,000	-
651326 Behavioral Health - Service Act (Prop 63)	8,969,210	13,743,565	7,937,309	15,042,502
651400 Health - TB Control	14,913	17,575	30,441	-

**COUNTY OF MADERA  
ANALYSIS OF REVENUE BY SOURCE**

<u>Budget Classification</u>	<u>Actual Revenues 2018-19</u>	<u>Board of Supervisors Approved Revenues 2019-20</u>	<u>12-Month Actual Unaudited Revenues 2019-20</u>	<u>CAO Recommended 2020-21</u>
652100 State - Other Health Programs	-	7,140,467	-	7,692,151
652110 Health - Tobacco Education	206,693	-	253,320	-
652111 Health - Child Health and Disability Program-Admin.	109,424	-	142,850	-
652112 Health - Foster Care	48,798	-	31,714	-
652113 Health - Realignment	(1,227,524)	-	4,967,500	-
652120 Health - Adolescent Family Life Program	259,582	-	420,608	-
652126 Health - Aids Surveillance	17,175	-	16,338	-
652130 Health - Child Lead Poisoning Prevention	31,389	-	74,296	-
652133 State - Family Pact	7,090	-	-	-
652151 Health - CMSP Wellness Grant	106,331	-	93,958	-
652200 State - Agriculture	-	969,109	-	1,075,237
652201 Agricultural Administration	441,413	-	437,353	-
652203 Agriculture-Pesticide	541,821	-	558,867	-
652204 Agricultural G-W Sharpshooter	119,341	-	101,084	-
652503 State-Prison Crime Reimbursement - DA	189,450	380,942	125,957	432,047
652505 Public Asst. - Crim Justice Sys - Realignment	750,000	750,000	750,000	750,000
652507 Probation TANF (Juvenile Probation Camp Funds)	-	575,000	-	575,000
652508 St Proud Parenting Program	49,371	-	-	-
652700 Disaster Relief	1,944,164	2,255,700	2,612,995	2,203,092
652800 Veterans Affairs	65,194	50,611	36,143	50,611
652900 Homeowners' Property Tax Relief	207,003	208,296	203,368	203,392
654000 State Other	459,868	1,737,713	705,913	2,582,321
654005 Child Care Food Program-Juvenile Hall	28,052	-	-	-
654007 Correctional Training-SB 924	85,445	40,000	35,635	40,000
654010 Child Support IV D Incentive	1,003,895	-	1,093,747	-
654012 Fire Equipment Reimbursement	381,373	-	112,126	-
654013 Volunteer Fire Assistance Program	22,998	-	-	-
654017 Integrated Waste Management	(19,567)	-	-	-
654022 State Mandated Costs	121,035	60,100	70,184	2,462
654025 Sales Tax (Public Safety)	8,597,493	8,963,979	8,468,901	8,661,983
654026 State-POST Reimbursement	30,074	11,000	53,230	11,000
654027 State Reimburse Election Costs	114	-	3,837	-
654028 State-Financial Assistance	162,000	162,000	162,000	162,000
654064 State Off Hwy Vehicle	72,831	225,000	50,437	200,000
654077 654077 - ST - IGM TIRE AMNESTY	xix -	-	639	-

**COUNTY OF MADERA  
ANALYSIS OF REVENUE BY SOURCE**

<b>Budget Classification</b>	<b>Actual Revenues 2018-19</b>	<b>Board of Supervisors Approved Revenues 2019-20</b>	<b>12-Month Actual Unaudited Revenues 2019-20</b>	<b>CAO Recommended 2020-21</b>
654079 State - Waste Tire Enforcement	-	-	74,819	-
654501 St. Water Grant	232,527	2,600,000	2,822,040	1,350,000
654511 State-Abandoned Vehicle Fee	47,724	-	69,884	-
654522 State- BSARF Fees 10%	4	-	-	-
654526 State-Emergency Local Hazard Grant	-	-	49,808	-
654535 State Grant Revenue	368,848	787,827	1,305,539	1,235,551
<b>Federal</b>				
655000 Fed. Admin Public Assistance	-	51,029,651	-	52,613,111
655006 Social Services - Administration	17,074,518	-	23,084,905	318,250
655007 CalWorks Administration	3,087,663	-	2,413,303	-
655008 Cal Learn Administration-Assistance	339,143	-	103,885	-
655009 Welfare to Work Administration-Assistance	2,540,729	-	3,460,328	-
655101 CalWorks (AFDC)	1,407,524	-	544,743	-
655102 Foster Care	1,577,687	-	1,488,745	-
655103 Foster Care Emergency Assistance	835,861	-	233,919	-
655104 Adopted Children	1,977,211	-	2,278,187	-
655106 Welfare to Work Gain	61,466	-	61,285	-
655110 Cal Learn	11,001	-	3,600	-
655111 CalWorks Child Care	447,009	-	527,807	-
655112 Kin Group	226,728	-	227,599	-
655200 Federal - Health	-	968,494	-	1,011,979
655202 CCS Medi-Cal Administration	404,896	-	432,013	-
655203 Health -Health Families	95,148	-	94,355	-
655206 Health CNEP	164,361	-	411,420	-
655207 Health AFLP	11,640	-	11,887	-
655209 Federal - Medi-Cal Admin/Targeted Case Management	-	35,000	-	35,000
655600 Grazing Fees	205	-	383	-
655800 In-Lieu Tax	1,177,008	1,300,314	1,245,728	1,300,314
655900 CDBG Grant	13,048	-	-	-
656000 Federal - Mental Health Services	-	4,102,640	-	8,042,586
656001 Behavioral Health - Medi-Cal	6,304,357	-	6,420,243	-
656005 Behavioral Health - Alcohol/Drug/Perinatal	331,325	938,260	81,985	920,721
656006 Behavioral Health - McKinney-Path	26,115	39,040	12,252	39,040

**COUNTY OF MADERA  
ANALYSIS OF REVENUE BY SOURCE**

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656008 Behavioral Health - SAMHSA	106,001	556,532	55,111	556,532
657000 Federal Other	544,498	8,335,763	877,814	11,924,495
657001 Community Services	285,801	228,854	235,509	245,835
657003 IV D Child Support-Administration	1,915,166	-	1,901,166	-
657006 Forest Services Reimb Dep Sheriff	56,043	-	-	-
657008 Health - Administration - MCH	471,200	-	1,024,054	-
657011 Health - WIC	2,106,667	-	2,133,484	-
657013 Child Care Food Program-Juvenile Hall	51,205	85,000	68,578	85,000
657016 Title IV E Probation Recovery	168,396	125,000	144,506	125,000
657023 Health Emergency Asst TB	20,586	-	20,751	-
657024 FEMA & OES Grant	151,408	-	216,617	-
657025 Health - AIDS Grant (Ryan White)	83,299	-	217,886	-
657026 FEMA Reimbursement	-	-	-	600,000
657036 Health - Immun Subv Proj	107,009	-	38,417	-
657037 MC Childhood Lead Poison	30,312	-	20,415	-
657043 Fed - Health Aids Grant	50,006	-	76,113	-
657044 Health - Targeted Case Management	210,749	-	164,820	-
657081 Justice Assistance Grant	27,706	58,000	28,684	58,000
657084 Department of Corrections SCAAP	144,036	-	292,176	-
657086 Federal - Anti-Drug Grant	182,986	-	-	-
657090 Health - Bio Preparedness	95,088	-	608,077	-
657091 Health - HRSA	33,585	-	115,167	-
657111 Homeland Security Grant	191,442	303,629	163,159	471,109
657122 Cannibus Eradication	87,086	-	136,680	-
657125 Health AIDS	10,595	-	10,705	-
657129 Fed - Safe Drinking Water Grant	35,665	-	56,074	-
658000 Other - In-Lieu	17,957	-	19,018	-
659000 Other Government Agencies	515,878	249,787	244,355	239,150
659010 Other Governmental-RDA Pass Thru	1,780,286	1,883,062	1,893,022	1,750,000
659018 IHSS Public Authority	99,816	-	180,847	-
659024 Chukchansi Gaming Problems	120	-	-	-
659025 Special Revenue	12,794	14,500	4,488	4,500
659030 City/Chowchilla Prison Annex	249,517	324,417	287,985	310,888

**COUNTY OF MADERA  
ANALYSIS OF REVENUE BY SOURCE**

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<b>Total Intergovernmental Revenue</b>	<b>112,001,063</b>	<b>149,944,893</b>	<b>132,012,172</b>	<b>162,107,286</b>
<b><u>CHARGES FOR CURRENT SERVICES</u></b>				
660100 Assessment and Tax Collection Fees	131,822	680,000	145,303	625,000
660101 Property Tax Administration Fee	546,043	55,000	564,545	105,000
660102 Supplemental Tax Fee	276,476	292,571	218,586	505,437
660103 Property Characterization Fee	10,663	12,000	12,137	12,000
660230 Parcel Merger Fee	1,653	-	-	-
660231 Business Improvement District	9,989	20,000	10,013	41,000
660234 Local Ag. Preserve Assessment (AB 1265)	1,216,237	1,284,594	1,559,442	1,364,496
660300 Auditing and Accounting Fees	185,274	452,252	60,166	452,252
660500 Elections Services	213,337	4,000	32,212	214,250
660600 Legal Services	-	1,158,532	150	1,240,000
660610 Public Defender - Juvenile Cases	593,477	-	690,057	-
660800 Planning and Engineering Services	-	1,100,000	-	1,429,632
660801 Engineering Services	16,065	-	16,411	-
660802 Engineering Plan Check Fees	558,644	-	559,783	-
660803 Engineering Services-Special Districts	2,884,610	3,129,427	2,420,327	3,086,207
660805 Planning Services	454,339	-	487,493	-
660806 Engineering Services - Development Review Fees	239,960	86,500	299,456	87,000
660807 Strong Motion Inst Fees 95%	20,358	-	16,992	-
661000 Agricultural Services	408,659	374,375	384,976	396,868
661100 Civil Process Services	2,099	40,000	2,452	40,000
661101 Sheriff - Civil Process Service Fees	41,219	-	29,640	-
661200 General Court Fees	-	180,108	410	180,108
661203 Family Court Services Reimbursement	140	-	639	-
661300 Public Guardian Fees	-	90,000	-	100,000
661400 Humane Services	264,206	277,600	83,173	275,000
661500 Law Enforcement Services	109,387	120,000	560,410	120,000
661502 Booking Fees-County Arrests	661	-	573	600
661600 Recording Fees	-	620,000	-	680,000
661601 Recording Fees-Clerk, Health, Recorder	33,486	-	24,945	-
661602 HEALTH RECORDING FEES	43,345	-	42,366	-
661603 Recorder Recording Fees	554,906	-	679,534	-

**COUNTY OF MADERA  
ANALYSIS OF REVENUE BY SOURCE**

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661800 Health Fees	-	2,427,740	-	4,378,740
661801 Health Lab Fees	49,432	-	45,918	-
661802 Environmental Health Fee	167,618	-	145,523	-
661810 Clinic Fees	30,849	-	22,148	-
661811 Behavioral Health - Private Pay, Ins.	13,014	-	11,215	-
661812 Insurance Pay	23,795	-	13,839	-
661813 Behavioral Health - Medicare	86,145	-	90,363	-
661818 CalVIVA/Healthnet Managed Care	5,307,762	-	5,219,354	-
662000 California Children Services	140	140	60	140
662300 Institutional Care & Services	-	50	-	-
662301 Pay Patient Clinic	18	-	-	-
662303 Juvenile Hall Maintenance	-	1,000	-	-
662304 Work Furlough Program	2,660	4,000	2,154	3,000
662305 Foster Care Reimbursement	149,741	80,000	89,664	80,000
662500 Library Services	25,287	27,000	17,373	13,500
662510 Lost Book Collections	1,409	1,500	1,357	750
662696 Formation Fees	950	-	-	-
662700 Other Charges for Services	2,415,291	1,812,845	2,496,550	2,055,672
662704 Copies	15,171	1,250	13,862	500
662705 Coroner's Fees	28,839	38,000	32,002	38,000
662709 Mental Health Monitoring Fees	20,750	-	21,419	-
662712 Fire Cost Recovery	1,367,885	1,830,967	1,002,319	1,922,517
662714 Mediation-Dissolution/Marriage	4,020	-	3,465	-
662715 Nuisance Abatement	30,157	-	48,099	-
662716 Collection Fees-Probation	21,362	20,000	23,815	23,000
662717 Alternate Sentencing Fees	14,356	-	7,567	500
662718 Drug Screening-Probation	5,695	4,500	3,738	4,500
662719 Electronic Monitoring-Probation	1,105	2,500	1,262	1,000
662720 Probation Services	189,411	160,000	185,329	170,000
662721 Administrative Collection Fees [PC 1205(d)]	89,022	61,000	82,478	61,000
662722 Public Defender Fees	143,142	120,000	142,737	143,000
662723 Services to Other Agencies	929,561	1,349,759	1,021,904	1,553,582
662725 Welfare Repay-Administrative Fees	2,302	-	2,542	-
662726 Reimbursement of Burials	13,488	10,486	14,337	10,486
662728 Vision/Dental Administrative Fee	499	-	481	-



**COUNTY OF MADERA  
ANALYSIS OF REVENUE BY SOURCE**

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662735 Probation Services Reports	84,954	75,000	90,617	81,000
662749 SD - Application Fees	3,680	3,500	2,860	3,750
662765 Sheriff-Reimburse Indian Casino	1,378,783	700,000	1,271,877	740,000
662766 Fire-Reimburse Indian Casino	-	160,163	-	1,073,994
662780 Special District Ad.	28,424	-	238,876	-
662800 Interfund Revenue	449,022	6,498,016	1,114,907	5,028,821
662801 Interfund Revenue - Cost Plan	2,853,090	589,562	981,111	2,557,000
662802 Interfund Revenue - Computer Services	132,192	238,012	160,830	268,674
662804 LAFCO - Reimbursement for County Services	8,298	6,000	8,684	6,000
662900 County Development Impact Fees	-	159,000	-	159,000
662910 Daily Jail Confinement	84,298	-	92,058	-
<b>Total Charges for Current Services</b>	<b>24,990,672</b>	<b>26,358,949</b>	<b>23,626,885</b>	<b>31,332,976</b>
<b><u>MISCELLANEOUS REVENUE</u></b>				
670000 Intrafund Revenue	6,632,800	11,113,596	10,427,381	10,190,356
671000 Welfare Miscellaneous Revenue	82,559	263,424	86,536	263,424
671001 Welfare Repayments	281,077	-	248,820	-
671002 Interim Assistance Reimbursement-GA	37,900	-	61,158	-
671003 Welfare - Cancelled Warrants	-	1,686	-	1,740
671005 Welfare General Assistance Repay	230	-	673	-
672000 Other Sales	4,615	2,800	4,861	2,800
672003 SALE OF MISC SURPLUS	3,350	-	-	-
672004 Sale of Other	-	-	200	-
673000 Misc - Other	156,879	1,287,020	147,845	792,616
673100 Unclaimed Money	4,092	-	(4,507)	5,000
673103 Prisoner's Unclaimed Money Miscellaneous	-	-	(10)	-
673200 Employee Witness/Jury Fees	3,590	-	1,164	-
673300 Contributions and Donations	62,028	17,500	44,869	13,000
673302 Health - Flu Donations	71	-	165	-
673323 Ca Endowment Grant	1,929	-	-	-
673328 Private Non Profit Grant	-	-	50,000	-
673400 Miscellaneous Revenue - TR Funds	-	189,000	54,161	189,000
673406 Jail Inmate Welfare Trust 6051	69,278	-	74,371	-

**COUNTY OF MADERA  
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673410 Seized Funds & Property Trust (6166 & 6167)	100,000	-	14,761	-
673442 Child Support Interest Revenue from Trust Accounts	(782)	-	-	-
673700 Cash Overage	2,171	-	1,679	1,000
673800 Prior Year Cancelled Warrants	15,006	-	-	50
673900 Other Miscellaneous	3,969	3,766	4,818	4,000
673902 Credit for Overcharge	-	-	(219)	-
673903 Miscellaneous Reimbursement	173,698	150,000	211,898	165,000
673904 Misc Reimbursement - FEMA	58,285	-	11,027	15,000
673910 Misc Reimbursement - Insurance	62,693	2,000	18,299	2,000
673914 Misc Reimbursement - Legal Fees	13,755	28,905	35,090	35,000
673918 Misc Reimbursement - Medical	927	-	381	-
673920 Misc Reimbursement - Other	115,529	-	50,000	5,000
<b>Total Miscellaneous Revenue</b>	<b>7,885,649</b>	<b>13,059,697</b>	<b>11,545,421</b>	<b>11,684,986</b>
<b><u>OTHER FINANCING SOURCES</u></b>				
680100 Sale of Capital Assets	3,060	2,866	2,700	2,958
680101 Sale of Land	117,796	-	-	-
680103 Sale of Fixed Assets	1,170	-	2,935	-
680113 Sale of Fixed Assets - Welfare	16,920	-	2,790	-
<b>Operating Transfers In:</b>				
680200 Operating Transfers In	21,343,271	26,085,101	18,185,760	30,158,829
680201 Operating Transfers In - SA 22	205,000	-	270,861	-
680215 Local Enforcement Agency Funds-Trust 0114	70,000	-	70,000	-
680231 Criminal Justice Facilities Trust	-	150,000	-	150,000
680248 Modernization (Operating Transfer In-Trust 1346)	83,423	-	74,938	-
680249 Micrographics (Operating Transfer In-Trust 1345)	15,000	-	15,000	-
680251 Vital Health Statistics (OTI) (Recorder) (Trust 1367)	5,000	-	5,000	-
680264 Sheriff Small Counties AB 443	20,000	-	-	-
680271 OTI LC 4850	125,000	125,000	216,609	125,000
680500 Loan Repaid	100	-	(100)	-
680524 Loan to General Fund from Measure A Road Funds	72,296	-	-	-
	<b>xxv</b>			

**COUNTY OF MADERA  
ANALYSIS OF REVENUE BY SOURCE**

<u>Budget Classification</u>	<u>Actual Revenues 2018-19</u>	<u>Board of Supervisors Approved Revenues 2019-20</u>	<u>12-Month Actual Unaudited Revenues 2019-20</u>	<u>CAO Recommended 2020-21</u>
<b>Total Other Financing Sources</b>	<b>22,078,036</b>	<b>26,362,967</b>	<b>18,846,493</b>	<b>30,436,787</b>
<b>TOTAL GENERAL FUND (GF) REVENUE</b>	<b><u>232,272,237</u></b>	<b><u>281,492,098</u></b>	<b><u>252,298,092</u></b>	<b><u>302,655,150</u></b>
PRIOR YEAR CARRYOVER FUND BALANCE (GF)		16,850,000		7,422,824
<b>TOTAL FINANCING SOURCES (GF)</b>	<b>232,272,237</b>	<b>298,342,098</b>	<b>252,298,092</b>	<b>310,077,974</b>
NON GENERAL FUND FINANCING SOURCES		54,504,802		84,297,545
<b>GRAND TOTAL COUNTY FINANCING SOURCES</b>	<b>232,272,237</b>	<b>352,846,900</b>	<b>252,298,092</b>	<b>394,375,519</b>
GENERAL FUND FINANCING REQUIREMENT		(290,919,274)		(307,120,307)
NON GENERAL FUND FINANCING REQUIREMENT		(54,504,802)		(84,297,545)
<b>REMAINING FUND BALANCE (GENERAL FUND)</b>		<b>7,422,824</b>		<b>2,957,667</b>

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS  
FOR THE FISCAL YEAR 2020-21**

<b>Budget Units (Grouped By Units)</b>	<b>Board of Supervisors Adopted Appropriations 2019-20</b>	<b>CAO Baseline 2020-21</b>	<b>Department Request 2020-21</b>	<b>CAO Recommendation 2020-21</b>	<b>Increase (Decrease) From 2019-20 19-20/20-21</b>
<b><u>GENERAL</u></b>					
<b>LEGISLATIVE &amp; ADMINISTRATIVE:</b>					
00100 Board of Supervisors	1,861,159	1,861,159	1,902,286	1,902,286	41,127
00210 Administrative Management / Purchasing	1,155,545	1,155,545	1,054,338	1,054,338	(101,207)
<b>TOTAL LEGISLATIVE &amp; ADMINISTRATIVE</b>	<b>3,016,704</b>	<b>3,016,704</b>	<b>2,956,624</b>	<b>2,956,624</b>	<b>(60,080)</b>
<b>FINANCE:</b>					
00310 Auditor-Controller	2,688,311	2,688,311	2,649,370	2,649,370	(38,941)
00400 Assessor	2,568,661	2,568,661	2,418,380	2,418,380	(150,281)
00411 Assessor - GIS Layer Redraw	-	-	1,250,061	1,250,061	1,250,061
00510 Tax Collector	1,014,536	1,014,536	1,121,518	1,121,518	106,982
00520 Treasurer	1,076,373	1,041,374	1,160,182	1,160,182	83,809
<b>TOTAL FINANCE</b>	<b>7,347,881</b>	<b>7,312,882</b>	<b>8,599,511</b>	<b>8,599,511</b>	<b>1,251,630</b>
<b>COUNSEL:</b>					
00700 County Counsel	1,552,550	1,552,550	1,552,550	1,552,550	-
<b>PERSONNEL:</b>					
00800 Human Resources	1,549,651	1,549,651	1,613,228	1,613,228	63,577
00830 Public Information Team	10,000	10,000	10,000	10,000	-
<b>COUNTY CLERK/ELECTIONS:</b>					
03330 Elections	1,063,886	1,306,926	1,324,590	1,324,590	260,704
03300 County Clerk-Recorder	1,103,379	1,230,509	1,229,852	1,229,852	126,473
<b>PROPERTY MANAGEMENT:</b>					
01300 Public Works	4,537,077	4,537,077	4,585,793	4,585,793	48,716
01340 PW - Special Districts Services	3,175,905	3,384,855	3,384,855	3,384,855	208,950
01311 General Services	340,968	340,968	340,395	340,395	(573)
01320 Bldg. Operations	472,231	472,231	635,449	635,449	163,218
01330 Bldg. Maintenance	1,561,437	1,536,437	1,589,989	1,589,989	28,552
01360 Grounds Maintenance	509,468	485,468	544,275	544,275	34,807
01700 Utilities	689,150	689,150	832,597	832,597	143,447

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS  
FOR THE FISCAL YEAR 2020-21**

<b>Budget Units (Grouped By Units)</b>	<b>Board of Supervisors Adopted Appropriations 2019-20</b>	<b>CAO Baseline 2020-21</b>	<b>Department Request 2020-21</b>	<b>CAO Recommendation 2020-21</b>	<b>Increase (Decrease) From 2019-20 19-20/20-21</b>
<b>TOTAL PROPERTY MANAGEMENT</b>	<b>11,286,236</b>	<b>11,446,186</b>	<b>11,913,353</b>	<b>11,913,353</b>	<b>627,117</b>
<b>OTHER GENERAL:</b>					
00230 Insurance	5,109,441	5,362,337	5,122,337	5,122,337	12,896
02100 Central Services	626,977	626,977	589,566	589,566	(37,411)
02150 311 Customer Service Center	288,943	288,943	304,002	304,002	15,059
00240 Information Technology	6,521,180	6,695,675	6,259,305	6,259,305	(261,875)
00242 Information Technology - ERP	189,135	189,135	378,415	378,415	189,280
00243 Information Technology - Information Security	2,141,920	1,928,162	1,823,924	1,823,924	(317,996)
00244 Information Technology - Communications-VOIP	286,545	300,045	550,091	550,091	263,546
02200 Special Payments	5,055,309	4,938,087	4,638,677	4,638,677	(416,632)
<b>TOTAL OTHER GENERAL</b>	<b>20,219,450</b>	<b>20,329,361</b>	<b>19,666,317</b>	<b>19,666,317</b>	<b>(553,133)</b>
<b>TOTAL GENERAL FUNCTION</b>	<b>47,149,737</b>	<b>47,754,769</b>	<b>48,866,025</b>	<b>48,866,025</b>	<b>1,716,288</b>
<b><u>PUBLIC PROTECTION</u></b>					
<b>JUDICIAL:</b>					
03700 Child Support Services	3,320,806	3,201,368	3,205,173	3,205,173	(115,633)
03510 District Attorney	4,562,778	4,585,649	4,581,245	4,581,245	18,467
03530 District Attorney - COPS	132,221	128,532	128,532	128,532	(3,689)
03540 District Attorney - Rape Prosecution Grant	177,718	134,852	134,852	134,852	(42,866)
03544 District Attorney - DUI Program	208,705	231,482	231,482	231,482	22,777
03545 District Attorney - Crime Prosecution Unit	320,942	292,047	292,047	292,047	(28,895)
03550 District Attorney - Welfare Fraud	1,310,644	1,153,047	1,153,047	1,153,047	(157,597)
03570 District Attorney-County Victim Services	172,320	156,231	156,231	156,231	(16,089)
02300 Trial Court Operations (Gen Fund Contri.)	1,311,128	1,311,128	1,311,128	1,311,128	-
03400 Grand Jury	78,640	78,640	78,640	78,640	-
03600 Public Defender	3,725,964	3,940,162	3,835,964	3,835,964	110,000
<b>TOTAL JUDICIAL</b>	<b>15,321,866</b>	<b>15,213,138</b>	<b>15,108,341</b>	<b>15,108,341</b>	<b>(213,525)</b>

**POLICE PROTECTION:**

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS  
FOR THE FISCAL YEAR 2020-21**

<b>Budget Units (Grouped By Units)</b>		<b>Board of Supervisors Adopted Appropriations 2019-20</b>	<b>CAO Baseline 2020-21</b>	<b>Department Request 2020-21</b>	<b>CAO Recommendation 2020-21</b>	<b>Increase (Decrease) From 2019-20 19-20/20-21</b>
04010	Sheriff-Coroner	16,385,464	16,385,464	16,301,303	16,301,303	(84,161)
04023	Sheriff - EMPG Emergency Planning	325,000	325,000	325,000	325,000	-
04030	Sheriff - Bass Lake Operations	589,319	589,319	903,062	903,062	313,743
04033	Sheriff - Canine Program	37,000	37,000	37,000	37,000	-
04034	Sheriff - Morgue Operations	751,413	751,413	755,746	755,746	4,333
04036	Sheriff - CalOES 2016-00102	-	-	-	-	-
04037	Sheriff - Explorer Program	14,000	14,000	10,000	10,000	(4,000)
04038	Sheriff - Search and Rescue	3,500	3,500	3,000	3,000	(500)
04039	Sheriff - CalOES 2017-0083	71,000	-	-	-	(71,000)
04041	Sheriff - Emergency Operations	444,911	444,911	515,283	515,283	70,372
04044	Sheriff - CalOES 2018-0054	235,629	235,629	232,629	232,629	(3,000)
04046	Sheriff - Fed-Cannibas Eradication	140,000	140,000	140,000	140,000	-
04047	Sheriff - Tobacco Fund Grant - Chawanakee	233,000	233,000	117,615	117,615	(115,385)
04048	Sheriff - Tobacco Fund Grant - Yosemite	233,000	233,000	114,117	114,117	(118,883)
04049	Sheriff - Tobacco Fund Grant - Golden Valley	234,563	234,563	139,174	139,174	(95,389)
04050	Sheriff - COPS (SLESF)	248,805	248,805	289,416	289,416	40,611
04051	Sheriff - Riverstone Development	-	148,951	143,076	143,076	143,076
04053	Sheriff - Tree Mortality	2,819,625	-	797,131	797,131	(2,022,494)
04054	Sheriff - Chukchansi Indian Casino	702,389	702,389	750,681	750,681	48,292
04059	Sheriff - Valley Children's Hospital	-	786,059	838,621	838,621	838,621
04062	Sheriff - Rural Crime Prevention Task Force	395,927	395,927	409,321	409,321	13,394
04064	Sheriff - Civil Division	716,045	716,045	716,045	716,045	-
04066	Sheriff - Off Highway	225,000	225,000	200,000	200,000	(25,000)
04070	Sheriff - Anti-Drug Program	268,967	268,967	278,344	278,344	9,377
04071	Sheriff - CAL-MMET	340,989	340,989	344,463	344,463	3,474
04072	Sheriff - JAG Grant	58,000	58,000	58,000	58,000	-
04074	Sheriff - Court Security	1,845,686	1,845,686	1,893,946	1,893,946	48,260
04076	Sheriff - JAG BSCC 601-19	-	310,794	253,594	253,594	253,594
04077	Sheriff - CALOES 2019-0035	-	241,480	241,480	241,480	241,480
04090	Sheriff - OCJP NET Project	89,000	89,000	89,000	89,000	-
64320	Sheriff - Peace Officer Memorial Fund	1,000	1,000	1,100	1,100	100
<b>TOTAL POLICE PROTECTION</b>		<b>27,409,232</b>	<b>26,005,891</b>	<b>26,898,147</b>	<b>26,898,147</b>	<b>(511,085)</b>
<b>DETENTION &amp; CORRECTION</b>						
04610	Department of Corrections	17,327,482	17,327,482	18,191,583	18,191,583	864,101

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS  
FOR THE FISCAL YEAR 2020-21**

<b>Budget Units (Grouped By Units)</b>	<b>Board of Supervisors Adopted Appropriations 2019-20</b>	<b>CAO Baseline 2020-21</b>	<b>Department Request 2020-21</b>	<b>CAO Recommendation 2020-21</b>	<b>Increase (Decrease) From 2019-20 19-20/20-21</b>
04630 DOC - Citizens Options for Public Safety	55,000	55,000	55,000	55,000	-
04710 Probation	5,102,616	5,102,616	5,236,103	5,236,103	133,487
04714 Probation - CCP Planning	100,000	100,000	100,000	100,000	-
04720 Juvenile Hall	5,283,510	5,283,510	5,496,238	5,496,238	212,728
04785 Probation - Crime Prevention Act of 2000	441,280	441,280	560,760	560,760	119,480
04787 Probation - Youth Offender Block Grant	723,990	815,990	762,835	762,835	38,845
04793 Probation - CalOES PU Grant	87,264	87,264	87,264	87,264	-
14370 Probation - CCPIA	1,232,287	1,232,287	1,316,410	1,316,410	84,123
61332 Probation - AB 109	6,601,622	6,601,622	7,203,502	7,203,502	601,880
<b>TOTAL DETENTION &amp; CORRECTION</b>	<b>36,955,051</b>	<b>37,047,051</b>	<b>39,009,695</b>	<b>39,009,695</b>	<b>2,054,644</b>
<b>FIRE PREVENTION:</b>					
05000 Fire Prevention	7,911,367	7,836,367	7,443,434	7,443,434	(467,933)
05010 Fire-Chukchansi Indian Casino	1,033,221	1,033,221	1,079,320	1,079,320	46,099
05020 Fire-Riverstone	638,966	638,966	670,915	670,915	31,949
05030 Fire-Tesoro Viejo	1,192,001	1,192,001	1,251,602	1,251,602	59,601
<b>TOTAL FIRE PREVENTION</b>	<b>10,775,555</b>	<b>10,700,555</b>	<b>10,445,271</b>	<b>10,445,271</b>	<b>(330,284)</b>
<b>PROTECTIVE INSPECTION:</b>					
05410 Ag. Commissioner/Sealer of Wts. & Measures	2,011,243	1,786,243	1,934,092	1,934,092	(77,151)
01370 CED - Building and Fire Safety	2,608,328	2,608,328	2,808,560	2,808,560	200,232
<b>TOTAL PROTECTIVE INSPECTION</b>	<b>4,619,571</b>	<b>4,394,571</b>	<b>4,742,652</b>	<b>4,742,652</b>	<b>123,081</b>
<b>OTHER PROTECTION:</b>					
05900 CED - Planning	2,660,920	2,660,920	3,360,836	3,360,836	699,916
05950 Water and Natural Resources	2,952,440	3,604,000	3,604,000	3,604,000	651,560
15010 Flood Control Fund	3,873,025	3,628,809	3,628,809	3,628,809	(244,216)
06100 Local Agency Formation Commission Contri	32,305	32,305	38,667	38,667	6,362
06000 Animal Services	1,425,102	1,398,957	1,428,038	1,428,038	2,936
06200 Predatory Animal Control	82,402	82,402	76,981	76,981	(5,421)
11200 Fish & Game Fines	5,000	5,000	5,000	5,000	-

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS  
FOR THE FISCAL YEAR 2020-21**

<b>Budget Units (Grouped By Units)</b>	<b>Board of Supervisors Adopted Appropriations 2019-20</b>	<b>CAO Baseline 2020-21</b>	<b>Department Request 2020-21</b>	<b>CAO Recommendation 2020-21</b>	<b>Increase (Decrease) From 2019-20 19-20/20-21</b>
<b>TOTAL OTHER PROTECTION</b>	<b>11,031,194</b>	<b>11,412,393</b>	<b>12,142,331</b>	<b>12,142,331</b>	<b>1,111,137</b>
<b>TOTAL PUBLIC PROTECTION FUNCTION</b>	<b>106,112,469</b>	<b>104,773,599</b>	<b>108,346,437</b>	<b>108,346,437</b>	<b>2,233,968</b>
<b><u>PUBLIC WAYS AND FACILITIES</u></b>					
<b>PUBLIC WAYS:</b>					
11800 PW - Roads & Bridges	26,222,162	26,222,162	43,374,140	43,374,140	17,151,978
11810 SB1 PW - Roads & Bridges	-	-	8,688,877	8,688,877	8,688,877
63860 PW - Road (Transit)	2,795,012	2,795,012	4,388,975	4,388,975	1,593,963
<b>TOTAL PUBLIC WAYS</b>	<b>29,017,174</b>	<b>29,017,174</b>	<b>56,451,992</b>	<b>56,451,992</b>	<b>27,434,818</b>
<b>TOTAL PUBLIC WAYS &amp; FACILITIES FUNCTION</b>	<b>29,017,174</b>	<b>29,017,174</b>	<b>56,451,992</b>	<b>56,451,992</b>	<b>27,434,818</b>
<b><u>HEALTH &amp; SANITATION</u></b>					
<b>HEALTH:</b>					
02250 COVID-19 Operations	-	63,000	252,000	252,000	252,000
02251 COVID-19 Quarantine	-	137,000	548,000	548,000	548,000
02252 COVID-19 Emergency Homelessness	-	67,594	67,594	67,594	67,594
06910 Behavioral Health Services	32,288,968	34,687,769	34,671,607	34,671,607	2,382,639
06810 Public Health	17,719,569	19,865,974	23,278,110	23,278,110	5,558,541
07000 CED - Environmental Health	1,611,244	1,611,244	1,734,758	1,734,758	123,514
<b>TOTAL HEALTH</b>	<b>51,619,781</b>	<b>56,432,581</b>	<b>60,552,069</b>	<b>60,552,069</b>	<b>8,932,288</b>
<b>SANITATION:</b>					
11100 PW - Refuse Liner Fund	10,375,549	10,375,849	12,003,300	12,003,300	1,627,751
<b>TOTAL SANITATION</b>	<b>10,375,549</b>	<b>10,375,849</b>	<b>12,003,300</b>	<b>12,003,300</b>	<b>1,627,751</b>
<b>TOTAL HEALTH &amp; SANITATION FUNCTION</b>	<b>61,995,330</b>	<b>66,808,430</b>	<b>72,555,369</b>	<b>72,555,369</b>	<b>10,560,039</b>
<b><u>PUBLIC ASSISTANCE</u></b>					



**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS  
FOR THE FISCAL YEAR 2020-21**

<b>Budget Units (Grouped By Units)</b>	<b>Board of Supervisors Adopted Appropriations 2019-20</b>	<b>CAO Baseline 2020-21</b>	<b>Department Request 2020-21</b>	<b>CAO Recommendation 2020-21</b>	<b>Increase (Decrease) From 2019-20 19-20/20-21</b>
<b>ADMINISTRATION:</b>					
07510 Department of Social Services	46,123,284	46,287,209	48,418,754	48,418,754	2,295,470
07513 DSS - Medi-Cal Navigator Project	-	163,925	318,250	318,250	318,250
<b>GENERAL RELIEF:</b>					
07520 General Relief	934,582	934,582	656,772	656,772	(277,810)
<b>07530 ASSISTANCE PROGRAMS:</b>					
Aid for CalWORKS	24,257,403	24,257,403	24,766,858	24,766,858	509,455
Foster Care	10,848,146	10,848,146	10,848,146	10,848,146	-
Aid for Adopted Children	4,800,000	4,800,000	5,318,144	5,318,144	518,144
Cal-Learn	15,700	15,700	18,700	18,700	3,000
GAIN Support Services (Welfare to Work)	900,000	900,000	600,000	600,000	(300,000)
In-Home Supportive Service	4,385,422	4,385,422	5,236,689	5,236,689	851,267
CalWORKS Child Care	600,000	600,000	954,864	954,864	354,864
Kin Gap	1,061,876	1,061,876	1,061,876	1,061,876	-
Cash Assistance Program for Immigrants	45,000	45,000	56,250	56,250	11,250
Housing Assistance/Transitional Program	210,000	210,000	210,000	210,000	-
<b>TOTAL ASSISTANCE PROGRAMS</b>	<b>47,123,547</b>	<b>47,123,547</b>	<b>49,071,527</b>	<b>49,071,527</b>	<b>1,947,980</b>
<b>VETERANS SERVICE/PUBLIC GUARDIAN:</b>					
08020 Public Guardian	539,463	539,463	559,788	559,788	20,325
08010 Veterans Service	268,068	268,068	253,614	253,614	(14,454)
<b>OTHER ASSISTANCE:</b>					
08200 Community Action Partnership	228,854	228,854	245,835	245,835	16,981
77070 IHSS Public Authority	221,915	221,915	358,997	358,997	137,082
<b>TOTAL PUBLIC ASSISTANCE FUNCTION</b>	<b>95,439,713</b>	<b>95,767,563</b>	<b>99,883,537</b>	<b>99,883,537</b>	<b>4,443,824</b>
<b><u>LIBRARY SERVICES</u></b>					
09110 Library	1,739,901	1,739,901	1,892,318	1,892,318	152,417
<b>TOTAL LIBRARY SERVICES FUNCTION</b>	<b>1,739,901</b>	<b>1,739,901</b>	<b>1,892,318</b>	<b>1,892,318</b>	<b>152,417</b>

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS  
FOR THE FISCAL YEAR 2020-21**

<b>Budget Units (Grouped By Units)</b>	<b>Board of Supervisors Adopted Appropriations 2019-20</b>	<b>CAO Baseline 2020-21</b>	<b>Department Request 2020-21</b>	<b>CAO Recommendation 2020-21</b>	<b>Increase (Decrease) From 2019-20 19-20/20-21</b>
<b><u>OTHER</u></b>					
09200 Cooperative Extension Service	81,600	81,600	93,739	93,739	12,139
09900 Appropriations for Contingencies	710,922	117,143	-	-	(710,922)
10800 Central Garage	2,714,117	2,714,117	2,901,902	2,901,902	187,785
11300 Microwave Radio	463,113	426,533	426,533	426,533	(36,580)
<b>TOTAL OTHER FUNCTION</b>	<b>3,969,752</b>	<b>3,339,393</b>	<b>3,422,174</b>	<b>3,422,174</b>	<b>(547,578)</b>
<b>TOTAL COUNTY FINANCING REQUIREMENT</b>	<b><u>345,424,076</u></b>	<b><u>349,200,829</u></b>	<b><u>391,417,852</u></b>	<b><u>391,417,852</u></b>	<b><u>45,993,776</u></b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: BOARD OF SUPERVISORS  
 (00100)  
 Function: General  
 Activity: Legislative & Administrative  
 Fund: General

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<b><u>ESTIMATED REVENUES:</u></b>				
MISCELLANEOUS REVENUE				
673900 Miscellaneous	3,766	3,766	4,000	4,000
680200 Operating Transfer In	0	0	42,034	42,034
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b><u>3,766</u></b>	<b><u>3,766</u></b>	<b><u>46,034</u></b>	<b><u>46,034</u></b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>3,766</u></b>	<b><u>3,766</u></b>	<b><u>46,034</u></b>	<b><u>46,034</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,091,396	1,091,396	1,109,115	1,109,115
710103 Temporary Salaries	38,500	38,500	15,000	15,000
710200 Retirement	377,645	377,645	452,299	452,299
710300 Health Insurance	118,588	118,588	150,122	150,122
710400 Workers' Compensation Insurance	10,828	10,828	9,474	9,474
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b><u>1,636,957</u></b>	<b><u>1,636,957</u></b>	<b><u>1,736,010</u></b>	<b><u>1,736,010</u></b>
SERVICES & SUPPLIES				
720300 Communications	9,800	9,800	6,500	6,500
720600 Insurance	1,563	1,563	1,776	1,776
720800 Maintenance - Equipment	19,500	19,500	6,500	6,500
721100 Memberships	35,477	35,477	34,000	34,000
721300 Office Expense	12,678	12,678	5,500	5,500
721400 Professional & Specialized Expense	55,100	55,100	41,000	41,000
721500 Publications & Legal Notices	4,500	4,500	3,000	3,000
721600 Rents & Leases - Equipment	16,584	16,584	10,000	10,000
721900 Special Departmental Expense	4,000	4,000	3,000	3,000
722000 Transportation & Travel	65,000	65,000	55,000	55,000

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: BOARD OF SUPERVISORS  
 (00100)  
 Function: General  
 Activity: Legislative & Administrative  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
TOTAL SERVICES & SUPPLIES	224,202	224,202	166,276	166,276
<u>TOTAL EXPENDITURES</u>	<u>1,861,159</u>	<u>1,861,159</u>	<u>1,902,286</u>	<u>1,902,286</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,857,393</u>	<u>1,857,393</u>	<u>1,856,252</u>	<u>1,856,252</u>

## BOARD OF SUPERVISORS

### COMMENTS

The Board of Supervisors is the legislative and executive governing body of County Government. One Supervisor is elected from each of the five supervisorial districts of the County.

The Board meets regularly on the first four Tuesdays of each month in the County Government Center in Madera and holds Special Meetings as needed. The public is invited to attend and participate. Any member of the public wishing to bring a matter to the attention of the Board may contact the Clerk of the Board so that the item may be placed on the agenda. Within limits prescribed by law, the Board enacts ordinances and rules, determines County policy, supervises the activities of County Departments, adopts an annual budget, and fixes salaries. The Clerk of the Board is appointed and serves at the pleasure of the Board, and performs all acts required by law or by ordinance, as directed by the Board. The Clerk's Office also serves as Clerk for Assessment Appeals Board, Remote Access Network Board and other miscellaneous committees, as needed. Each Board Member has an individual Chief of Staff to assist the Board Members with their workload. All Board meetings are video-streamed and supporting documents for each agenda item are made available online to the public.

### WORKLOAD

	<u>Actual 2018-19</u>	<u>Estimated 2019-20</u>	<u>Projected 2020-21</u>
Board Agendas Prepared	168	170	174
AAB/RAN/Other Miscellaneous Committees (items performed separately)			
Planning Matters	61	60	60
Agricultural Preserves (Applications, Contracts, Cancellation Requests)	12	20	16
Board of Equalization (Appeals, Stipulations, Protest Hearings, Withdrawals)	116	100	100
Agenda Items (each item performed separately):			
Action Summaries, Minute Orders	1106	1370	1500
Ordinances	16	16	16
Resolutions	171	200	215
Contracts, Insurance Certificates, Bonds Processed	530	540	550
Appointments to Committees	24	50	52
Scanned Pages/Index/Imaged Items	195,000	200,000	205,000
Claims Filed	0	3	2
Litigation Filed	10	9	10
Information Request Research (Hours)	60	200	250

**BOARD OF SUPERVISORS**

**WORKLOAD (continued)**

	<b><u>Actual</u></b> <b><u>2018-19</u></b>	<b><u>Estimated</u></b> <b><u>2019-20</u></b>	<b><u>Projected</u></b> <b><u>2020-21</u></b>
Service Areas/Maintenance Districts (Applications, Hearings and Zones)	85	116	130
Board and Other Miscellaneous Meetings Clerked	89	76	90
Form 700 Filings	400	621	645

**ESTIMATED REVENUES**

**673900**      **Miscellaneous Revenue** (\$4,000) is recommended increased for photocopy charges.

**680200**      **Operating Transfer In** (\$42,034) reflects the estimated staff time dedicated to the COVID-19 response. Clerk of the Board clerical staff provides staff support required to assist the 311 Call Center to ensure the County continues to offer the best customer service possible during the COVID-19 pandemic. Staff provides approximately three (3) days a week/eight (8) hours a day for continued operations of the 311 Call Center to accommodate the increased calls. Professional staff assists the Chief Clerk of the Board with Board of Supervisor, Assessment Appeals Board and Madera Arts Authority meetings assisting with utilizing an online collaboration provider (WebEx) to remotely facilitate meetings, deliver training and collaborate with stakeholders.

**SALARIES & EMPLOYEE BENEFITS**

**710102**      **Permanent Salaries** (\$1,109,115) are recommended increased \$17,719, which includes step/longevity increases; confidentiality pay for existing staff that are eligible; special assignment pay for additional duties of the Chiefs of Staff/Public Information Team and a permanent Deputy I position.

**710103**      **Extra Help** (\$15,000) is recommended decreased to help fund extra help salaries. Extra help positions are used in the Clerk of the Board office on an as-needed basis and for one Chief of Staff position.

**710200**      **Retirement** (\$452,299) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

**710300**      **Health Insurance** (\$150,122) is based on the employer’s share of health insurance premiums.

**710400**      **Workers’ Compensation** (\$9,474) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

## BOARD OF SUPERVISORS

### SERVICES & SUPPLIES

- 720300**      **Communications** (\$6,500) is recommended to cover all office telephones, the District 2 Chowchilla Office, two fax machines, seven smartphones, three surface pros and seven iPads for this Department.
- 720600**      **Insurance** (\$1,776) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$6,500) is recommended for selective maintenance of computers, printers, typewriters, transcription machine, microfilm reader, fax machine, and general maintenance for other office equipment. Maintenance of all video equipment in the Board Chambers, all government center conference rooms, and the training room is provided based on time and materials. This recommended amount is to cover unanticipated needs and/or the purchase of new imaging equipment to retrieve archival records.
- 721100**      **Memberships** (\$34,000) is recommended for dues of County Supervisors' Association of California (CSAC) (\$19,541), Regional Council of Rural Counties (RCRC) (\$12,000), Board Clerks' Association (\$200), National Association of Counties (NACo) (\$2,686), County Clerk Association (\$200), National Forest Counties and School Coalition (\$450 - this amount varies each year), and California Association of Public Information Officials (CAPIO) (\$175).
- 721300**      **Office Expense** (\$5,500) is recommended reduced for office supplies, business cards, document folders, office furniture, printing, newspaper subscriptions, recording, computer supplies and mobile shredding service.
- 721400**      **Professional & Specialized Services** (\$41,000) is recommended reduced \$14,000 for the maintenance of the agenda manager and videostreaming services (Granicus), audio/visual vendors for On-the-Road Board meetings, Netfile, an electronic filing and administration system for Statements of Economic Interests (FPPC Form 700), Municode for the annual online code hosting, annual administrative support fee, County Code Supplements and binders.
- 721500**      **Publications & Legal Notices** (\$3,000) is recommended for the publishing of ordinances, appeals, notices, hearings, and various Board proceedings.
- 721600**      **Rents & Leases - Equipment** (\$10,000) is recommended reduced for the lease of vehicles from the Central Garage, printer/copiers and digital whiteboard.

**SERVICES & SUPPLIES (continued)**

**721900**      **Special Departmental Expense** (\$3,000) is recommended unchanged for miscellaneous events, award plaques, commendations, certificates, lapel pins On-the-Road Board meeting swag.

**722000**      **Transportation & Travel** (\$55,000) is a recommended reduced for anticipated out-of-county travel, private mileage reimbursement, training costs as well as costs for attending conferences, seminars, various meetings and training for Board Members, Chiefs of Staff, Clerk of the Board and Assessment Appeals Board (AAB) Members.

It is anticipated that one or more of the Board of Supervisors and Chief of Staff will attend the following: CSAC Legislative Conference, CSAC Annual Conference, NACo Annual Conference, NACo Legislative Conference, RCRC Annual Conference, San Joaquin Valley Regional Supervisors' Conference, the New Supervisors' Institute, and various workshops. The Chief Clerk of the Board and Assistant Clerk to the Board will attend the CCBSA Annual Conference held in conjunction with the CSAC Annual Conference, the Annual New Law Workshop held in Sacramento, and various training workshops as needed. Clerk of the Board staff and Chiefs of Staff also attend various staff training workshops, as needed. This account includes mileage reimbursement for the Board of Supervisors office for various meetings, including Board meetings and conferences, as well as mileage reimbursement for the five Chiefs of Staff, Board Clerk and Board Clerk staff for attendance for meetings, conferences and staff training.



COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: BOARD OF SUPERVISORS  
 (00100)  
 Function: General  
 Activity: Legislative & Administrative  
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3615	Assistant Clerk to the Board of Supervisors	1.0	-	1.0	-	-	-	
2121	Chief Clerk to the Board of Supervisors	1.0	-	1.0	-	-	-	
3616	Deputy Clerk to the Board of Supervisors I or							
3617	Deputy Clerk to the Board of Supervisors II	2.0	2.0	2.0	2.0	-	-	
3524	District Chief of Staff	5.0	-	5.0	-	-	-	
1051	Member, Board of Supervisors - District 1	1.0	-	1.0	-	-	-	
1052	Member, Board of Supervisors - District 2	1.0	-	1.0	-	-	-	
1053	Member, Board of Supervisors - District 3	1.0	-	1.0	-	-	-	
1054	Member, Board of Supervisors - District 4	1.0	-	1.0	-	-	-	
1055	Member, Board of Supervisors - District 5	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<b>14.0</b>	<b>2.0</b>	<b>14.0</b>	<b>2.0</b>	<b>-</b>	<b>-</b>	

NOTES:

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**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **ADMINISTRATIVE  
MANAGEMENT/PURCHASING (00210)**  
Function: **General**  
Activity: **Legislative & Administrative**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
662723 Services to Other Agencies	60,386	60,386	0	0
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>60,386</b>	<b>60,386</b>	<b>0</b>	<b>0</b>
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	323,743	323,743	203,121	203,121
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>323,743</b>	<b>323,743</b>	<b>203,121</b>	<b>203,121</b>
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	0	176,173	176,173
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>0</b>	<b>0</b>	<b>176,173</b>	<b>176,173</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>384,129</u></b>	<b><u>384,129</u></b>	<b><u>379,294</u></b>	<b><u>379,294</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	784,231	784,231	673,308	673,308
710200 Retirement	259,059	259,059	271,575	271,575
710300 Health Insurance	49,557	49,557	48,540	48,540
710400 Workers' Compensation Insurance	14,261	14,261	12,478	12,478
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>1,107,108</b>	<b>1,107,108</b>	<b>1,005,901</b>	<b>1,005,901</b>
SERVICES & SUPPLIES				
720300 Communications	5,000	5,000	5,000	5,000
720600 Insurance	471	471	471	471
720800 Maintenance - Equipment	800	800	800	800
721100 Memberships	986	986	986	986
721300 Office Expense	9,950	9,950	9,950	9,950
721400 Professional & Specialized Expense	2,500	2,500	2,500	2,500
721500 Publications & Legal Notices	500	500	500	500
721600 Rents & Leases - Equipment	8,230	8,230	8,230	8,230
721900 Special Departmental Expense	7,000	7,000	7,000	7,000

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: ADMINISTRATIVE  
 MANAGEMENT/PURCHASING (00210)  
 Function: General  
 Activity: Legislative & Administrative  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
SERVICES & SUPPLIES (continued)				
722000 Transportation & Travel	13,000	13,000	13,000	13,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>48,437</b>	<b>48,437</b>	<b>48,437</b>	<b>48,437</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>1,155,545</u></b>	<b><u>1,155,545</u></b>	<b><u>1,054,338</u></b>	<b><u>1,054,338</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>771,416</u></b>	<b><u>771,416</u></b>	<b><u>675,044</u></b>	<b><u>675,044</u></b>

**ADMINISTRATIVE OFFICE / PURCHASING**

**COMMENTS**

The County Administrative Officer (CAO) is appointed by and serves the Board of Supervisors, carrying out the legislative function of the Board – providing research, information, and recommendations, as well as all executive functions of the Board by administering and supervising all County Departments in matters that are the responsibility of the Board. The CAO also acts as an agent and representative of the Board, enforces Board policy, recommends an annual budget and long-term capital improvements, exercises continuous budgetary control, and recommends more effective and efficient operating procedures and administrative reorganization. Other responsibilities under the administrative control of the Administrative Management Office include Risk Management and Purchasing.

**Insurance and Central Services** (which includes mail services and central photocopying supplies) are separate budget units and are under the administrative control of the Administrative Management Office. The Central Garage is provided administrative direction by this Office.

**ESTIMATED REVENUES**

- 662723**      **Services to Other Agencies** (\$0) revenue represent the reimbursement of costs incurred for the processing of Workers Compensation and General Liability claim forms on behalf of the Insurance Fund. These revenues are now recognized under the Madera County 311 Budget Org where the staff supporting these functions are currently budgeted.
- 670000**      **Intrafund** (\$203,121) revenue represents the estimated cost plan direct charges to subvented departments as well as estimated services provided by the Grant Services Manager to other County departments.
- 680200**      **Operating Transfer In** (\$176,173) reflects the estimated staff time dedicated to the COVID-19 response, which is reimbursable from Org 13140 – CARES Act Coronavirus Relief Fund.

**SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$673,308) is recommended decreased \$110,923 and reflects the unfunding of one (1) Administrative Analyst I/II/Sr. position.
- 710103**      **Extra Help** (\$0) is not recommended.
- 710200**      **Retirement** (\$271,575) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

## ADMINISTRATIVE OFFICE / PURCHASING

### SALARIES & EMPLOYEE BENEFITS (continued)

- 710300      Health Insurance (\$48,540) is based on the employer's share of health insurance premiums.
- 710400      Workers' Compensation (\$12,478) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

- 720300      Communications (\$5,000) is recommended unchanged based on current and projected telephone costs for this Department.
- 720600      Insurance (\$471) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800      Maintenance - Equipment (\$800) is recommended unchanged for estimated maintenance costs for typewriters, printers, and other miscellaneous equipment.
- 721100      Memberships (\$986) is recommended unchanged for membership in the County Administrative Officers Association.
- 721300      Office Expense (\$9,950) is recommended unchanged based on current and projected expenditures.
- 721400      Professional & Specialized Expense (\$2,500) is recommended to fund the estimated cost of financial advisor services.
- 721500      Publications & Legal Notices (\$500) is recommended unchanged for the publication of bids and legal notices.
- 721600      Rents & Leases - Equipment (\$8,230) is recommended unchanged for rental of vehicles from the Central Garage and for copier lease payments.
- 721900      Special Departmental Expense (\$7,000) is recommended for miscellaneous events, award plaques, commendations, certificates, storage, and various Departmental supplies.
- 722000      Transportation & Travel (\$13,000) is recommended unchanged for anticipated out-of-County travel, private mileage reimbursement, and training costs.

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: ADMINISTRATIVE  
 MANAGEMENT/PURCHASING (00210)  
 Function: General  
 Activity: Legislative & Administrative  
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Sr. Administrative Analyst	2.0	-	1.0	1.0	(1.0)	1.0	A
3212	Buyer I or							
3211	Buyer II or							
3608	Purchasing Assistant I or							
3609	Purchasing Assistant II	1.0	-	-	-	(1.0)	-	B
2123	County Administrative Officer	1.0	-	1.0	-	-	-	
3191	Deputy CAO - Finance	1.0	-	1.0	-	-	-	
3620	Executive Assistant to the CAO or							
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
4112	Grants Services Manager	1.0	-	1.0	-	-	-	
3533	Office Assistant I or							
3534	Office Assistant II	-	1.0	-	1.0	-	-	
3636	Program Assistant I or							
3637	Program Assistant II	-	1.0	-	1.0	-	-	
3204	Senior Buyer or							
3211	Buyer II	-	-	1.0	-	1.0	-	B
<b>TOTAL</b>		<b>7.0</b>	<b>2.0</b>	<b>6.0</b>	<b>3.0</b>	<b>(1.0)</b>	<b>1.0</b>	

**NOTES:**

- A One position recommended to be unfunded to offset costs in the General Services Division of County Administration
- B Reflects a correction in the actual position schedule for this Department. The correct combination of positions is Sr. Buyer/Buyer II

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: ADMINISTRATION  
 311 CUSTOMER SVC CTR (02150)  
 Function: General  
 Activity: Customer Service/Call Center  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
662721 PC 1205(D) Admin - Collection Fees	600	1,000	1,000	1,000
662723 Services to Other Agencies	27,429	0	40,000	40,000
662800 Interfund Revenue	0	59,349	0	0
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>28,029</b>	<b>60,349</b>	<b>41,000</b>	<b>41,000</b>
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	7,940	6,650	12,000	12,000
673800 PY Cancel Warrants	6	0	50	50
680200 Operating Transfer In	0	0	48,845	48,845
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>7,946</b>	<b>6,650</b>	<b>60,895</b>	<b>60,895</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>35,975</u></b>	<b><u>66,999</u></b>	<b><u>101,895</u></b>	<b><u>101,895</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	101,427	155,805	129,480	129,480
710103 Temporary Salaries	46,445	6,958	36,365	36,365
710107 Premium Pay	280	240	720	720
710200 Retirement	48,419	53,912	48,821	48,821
710300 Health Insurance	29,086	33,648	48,490	48,490
710400 Workers' Compensation Insurance	1,269	1,330	1,163	1,163
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>226,926</b>	<b>251,893</b>	<b>265,040</b>	<b>265,040</b>
SERVICES & SUPPLIES				
720300 Communications	11,027	11,200	11,200	11,200
721300 Office Expense	705	750	750	750
721400 Professional & Specialized Expense	18,593	24,480	26,392	26,392
721900 Special Departmental Expense	0	120	120	120
722000 Transportation & Travel	45	500	500	500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>30,371</b>	<b>37,050</b>	<b>38,962</b>	<b>38,962</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>257,296</u></b>	<b><u>288,943</u></b>	<b><u>304,002</u></b>	<b><u>304,002</u></b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: ADMINISTRATION  
 311 CUSTOMER SVC CTR (02150)  
 Function: General  
 Activity: Customer Service/Call Center  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>221,322</u>	<u>221,944</u>	<u>202,107</u>	<u>202,107</u>

**311 CUSTOMER SERVICE CENTER**

**COMMENTS**

In 2011-12, as approved by the Board of Supervisors, County Administration and the County’s Information Technology Department worked together to develop and implement the County’s 311 Call Center / Citizen Request Management (311/CRM) system (along with assistance from all County departments) to improve customer service delivery county-wide.

On April 3, 2012, the staffing plan for the 311/CRM Customer Service Center was adopted by the Board of Supervisors, essentially dissolving the Revenue Services Department and reallocating three positions to the 311/CRM Customer Service Center and two positions to Probation Administration, along with the previous responsibilities for Revenue Services split between Probation Administration for criminal justice related matters, and the balance of responsibilities incorporated into the 311/CRM Customer Service Center. The reallocation of staff was effective June 1, 2012. The 311/CRM Customer Service Center officially began serving the citizens of Madera County on August 1, 2012.

In March, 2018, the 311 Customer Service Center released a new County phone app which can be used to submit service requests directly to the County. The 311 program operations, Citizen Request Management system, and the new phone app are administered by the County Administrative Office.

**ESTIMATED REVENUES**

- 662721**      **PC 1205(D) Admin** (\$1,000) is recommended unchanged for fees collected.
- 662723**      **Services to Other Agencies** (\$40,000) is recommended for charges to other departments for assistance with Workers Compensation claims.
- 670000**      **Intrafund Revenue** (\$12,000) is recommended for charges to County departments for services provided by the 311 Customer Service Center.
- 680200**      **Operating Transfer In** (\$48,845) is recommended to accommodate the increased volume of COVID-19 calls. The 311 Customer Service Center is handling the County’s COVID-19 pandemic calls. Staff have seen a dramatic increase in the number of daily calls, averaging 100 COVID-19 calls daily.

**SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$129,480) are recommended for standard step increases of permanent employees.

## 311 CUSTOMER SERVICE CENTER

### **SALARIES & EMPLOYEE BENEFITS (continued)**

- 710103**      **Temporary Salaries** (\$36,365) are recommended increased for standard step increases for extra help employees and additional extra help staffing to cover leave time.
- 710107**      **Premium Pay** (\$720) is recommended funded for bilingual pay.
- 710200**      **Retirement** (\$48,821) is recommended for the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$48,490) is recommended increased \$14,842 based on the expected employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$1,163) is recommended for the Department's contribution to the County's Self-Insurance Internal Service Fund.

### **SERVICES & SUPPLIES**

- 720300**      **Communications** (\$11,200) is recommended unchanged to maintain current service level for the monthly telephone access for the 311 Customer Service Center.
- 721300**      **Office Expense** (\$750) is recommended unchanged for basic office expenses.
- 721400**      **Professional & Specialized Services** (\$26,392) is recommended increased \$1,912 for the annual cost of the MadCoServices phone app, web portal, and supporting Customer Relationship Management service request system (\$15,177). This budget also supports collection costs in the recovery of delinquent non-criminal justice related debts and includes commission fees to outside collection agency services (\$130); the collections' computer system maintenance contract (\$7,800); and Central Cal Communications phone and software support for the 311 call center (\$3,285).
- 721900**      **Special Department Expense** (\$120) is recommended to cover skip tracing charges for Accurint/LexisNexis subscription supporting revenue collections.
- 722000**      **Transportation & Travel** (\$500) is recommended unchanged for staff training.

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: 311 CUSTOMER SVC CTR  
 (02150)  
 Function: General  
 Activity: Customer Service/Call Center  
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-19</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3636	Program Assistant I or							
3637	Program Assistant II	3.0	-	3.0	-	-	-	
3654	Senior Program Assistant	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>4.0</u>	<u>-</u>	<u>4.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SPECIAL PAYMENTS  
 (02200)  
 Function: General  
 Activity: Other General  
 Fund: General

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<b><u>ESTIMATED REVENUES:</u></b>				
MISCELLANEOUS REVENUE				
640300 Rents & Concessions	60,816	60,816	0	0
670000 Intrafund Revenue	167,705	327,024	221,203	221,203
673000 Miscellaneous Revenue	716,597	0	0	0
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>945,118</b>	<b>387,840</b>	<b>221,203</b>	<b>221,203</b>
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	0	210,280	210,280
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>210,280</b>	<b>210,280</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>945,118</u></b>	<b><u>387,840</u></b>	<b><u>431,483</u></b>	<b><u>431,483</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721200 Miscellaneous Expense	198,864	150,850	150,850	150,850
721400 Professional & Specialized Services	928,159	855,229	1,109,428	1,109,428
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>1,127,023</b>	<b>1,006,079</b>	<b>1,260,278</b>	<b>1,260,278</b>
OTHER CHARGES				
730300 Retire Other Long-Term Debt	1,793,089	1,660,032	284,000	284,000
730302 Retire Capital Lease	1,315,197	1,494,657	1,421,689	1,421,689
730500 Interest Other Long-Term Debt	520,308	477,627	1,007,264	1,007,264
730700 Judgments & Damages	51,886	51,886	51,886	51,886
OTHER CHARGES (continued)				
731305 Contributions to Other Agencies	247,806	247,806	613,560	613,560
<b>TOTAL OTHER CHARGES</b>	<b>3,928,286</b>	<b>3,932,008</b>	<b>3,378,399</b>	<b>3,378,399</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SPECIAL PAYMENTS  
 (02200)  
 Function: General  
 Activity: Other General  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<u>TOTAL EXPENDITURES</u>	<u>5,055,309</u>	<u>4,938,087</u>	<u>4,638,677</u>	<u>4,638,677</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>4,110,191</u>	<u>4,550,247</u>	<u>4,207,194</u>	<u>4,207,194</u>



## SPECIAL PAYMENTS

### COMMENTS

This budget funds payments and expenses which are not categorized in other budgets and are administered by the County Administrative Office. These payments include debt service and lease payments for capital facilities and projects, county contributions to other agencies, and professional services for county security, sales tax audits and the development of the county's financial statements. This budget also includes costs associated with maintenance of the solar energy field state legislative services received by the county

### ESTIMATED REVENUES

**670000**      **Intrafund** (\$221,203) is estimated based on the projected facility use charges to the new Ag Commissioner and Madera Ranchos Library facilities and the Department of Social Services' 25% share of the Madera County EDC Agreement for Job Creation Services.

**680200**      **Operating Transfers In** (\$210,280) reflects the projected reimbursements from the County's Coronavirus Relief Fund Budget to offset the cost of the Visit Yosemite Madera County's COVID-19 Recovery Program and additional security services costs for the County Government Center.

### SERVICES & SUPPLIES

**721200**      **Miscellaneous Expense** (\$150,850) is recommended for a decrease of \$40,014 from the FY 2019-20 Adopted Budget based on projected actual costs. This account provides for refunds or payments to the State Board of Equalization of sales and use taxes on out-of-State items purchased by the County, the Strong Motion Instrumentation Program costs, audit exceptions, and other miscellaneous expenses not provided for in other budgets, including the cost of Employee Assistance Programs. A portion of this account is required to provide for the periodic payment to an audit firm that is contracted to review the County's sales tax with the State Board of Equalization.

**721400**      **Professional & Specialized Services** (\$1,109,428) is recommended for a decrease of \$48,014 from the FY 2019-20 Adopted Budget based on cost reduction measures implemented on July 1, 2020. This line item funds the following items:

- \$300,000 - Private Security for Government Center
- \$300,000 - Contingency for Economic Development Activities
- \$213,992 - Madera County EDC Job Creation Services Program
- \$ 40,000 - Legislative Services Provided to the County

## SPECIAL PAYMENTS

### SERVICES & SUPPLIES (continued)

- \$ 15,000 - Training Services for County Employees
- \$118,000 - Outside Audit Services
- \$105,313 - Maintenance and Savings Measurement & Verification costs related to the Solar Energy Savings Project with Engie Energy Services

### OTHER CHARGES

**730300/500** Retire Long-Term Debt - Government Center (\$854,429) reflects a decrease of \$923,622 based on the restructuring of the 2015 Government Center debt together with the new Hall of Justice Lease Revenue Bonds. (Principal: \$0 and Interest: \$854,429). The Government Center debt was refunded in order to allow the Government Center to be used as the single asset to secure both the refunding amount and the amount needed to construct the Hall of Justice.

Retire Long-Term Debt – Energy Savings Project (\$436,835) is recommended based on the required payment of a nine-year payment plan for the Energy Savings Project (Principal: \$284,000 and Interest: \$152,835).

**730302** Retire Capital Lease – Jail HVAC Project (\$546,781) is recommended for the third annual payment of a 10-year lease finance of the Heating Ventilation and Air Conditioning (HVAC) improvements at the Madera County Jail. Lease payments are due, in equal amounts, October 1<sup>st</sup> and April 1<sup>st</sup> of each fiscal year beginning in 2018-19.

**730302** Retire Capital Lease – Fire Equipment Financing (\$547,884) reflects the cost of financing for three rounds of Fire Equipment orders as follows: Year 3 of 10 of 2016-17 Orders (2 Engines, 1 Water Tender), Year 2 of 10 of 2017-18 Orders (3 Engines, 1 Water Tender) and Year 1 of 10 of 2018-19 Orders (2 Engines, 2 Water Tenders).

**730302** Retire Capital Lease – Oakhurst Gov. Center, Ag Facility, and Ranchos Library (\$327,024) is recommended for the second annual payment of a 15-year lease finance of the acquisition of the Oakhurst Government Center Facility and the tenant improvements for the new Agricultural Commissioner’s Building and the new Ranchos Library. These costs will be partially offset by revenue from existing tenants in the Oakhurst Facility and Ag Commissioner funding.

**730700** Judgments & Damages (\$51,886) is recommended unchanged to provide funds for the eight year of a ten-year payment plan related to the Canandaigua Wine Company, Inc. litigation. On February 28, 2013, the Superior Court signed an order granting motion for the County of Madera to pay the attorney fee judgment costs in ten installment payments.

**731305** Contributions to Other Agencies (\$613,560) is recommended increased by \$365,754 from the previous year for the following costs:

## SPECIAL PAYMENTS

### OTHER CHARGES (continued)

- **Madera Community Hospital (MCH)** (\$365,754) reflects the supplemental financial assistance provided to MCH to fulfill the County's legal obligations regarding aid and care for medically indigent residents of Madera County, as referenced in Madera County Contract (MCC) No. 4509-C-89 and its subsequent amendments.
- **Fresno-Madera Area Agency on Aging** (\$17,830) is recommended unchanged for the County's annual administrative contribution. The County has a joint powers agreement with Fresno City and County to provide administrative duties for the Senior Citizens Program.
- **Madera County Senior Citizens Program** (\$43,734) is recommended unchanged; this amount is allocated year-to-year based on Board Policy. Effective February 1, 2014, the responsibility for this program transferred from the City of Madera to the Community Action Partnership of Madera County.
- **In-Home Supportive Services** (\$23,742) is recommended unchanged, which represents the County Maintenance of Effort for the IHSS administrative budget.
- **Visit Yosemite/Madera County** (\$150,000) remains unchanged from the prior year and will continue to provide additional funding for projects that are intended to increase visitations to and through Madera County. Out of this total, \$66,280 reflects proposed CARES Act funding to support the agency's COVID Recovery Program.
- **San Joaquin Valley Water Infrastructure Authority (SJVWIA)** (\$12,500) is recommended for the County' contribution for costs associated with activities and services required for securing funding for water infrastructure improvement projects within the jurisdiction of member organizations.

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: HEALTH & SOCIAL SVC  
 (02210)  
 Function: General  
 Activity: Other General  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
670000 Intrafund Revenue	2,085,898	4,068,960	4,068,960	4,068,960
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>2,085,898</u></b>	<b><u>4,068,960</u></b>	<b><u>4,068,960</u></b>	<b><u>4,068,960</u></b>
<b><u>EXPENDITURES:</u></b>				
OTHER CHARGES				
730302 Retire Capital Lease	2,085,898	4,068,960	4,068,960	4,068,960
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>2,085,898</u></b>	<b><u>4,068,960</u></b>	<b><u>4,068,960</u></b>	<b><u>4,068,960</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## HEALTH AND SOCIAL SERVICES

### COMMENTS

The Health and Social Services Complex (HSS) was completed in January 2020 and fully occupied by May 2020. The Department of Social Services occupies three of the four 39,200-square foot buildings. The Public Health Department occupies one. The monthly lease for Department of Social Services is \$88,200 per building for a total of \$264,600 per month. Public Health's lease is \$74,480 per month. This fund was established to pay the lease payments and adequately track charges to fully offset these costs in the annual cost plan.

### ESTIMATED REVENUES

**670000**      Intrafund Revenue (\$4,068,960) represents the total direct charge to the Department of Social Services (\$3,175,200) and Public Health Department (\$893,760) for the lease payments.

### SERVICES & SUPPLIES

**730302**      Retire Capital Lease (\$4,068,960) is recommended based on the lease amount for all four buildings for the entire fiscal year.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: COVID-19 OPERATIONS  
 (02250)  
 Function: Public Protection  
 Activity: Public Protection  
 Fund: General

	<u>ACTUAL 2018-19</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
657026 Federal FEMA	0	47,250	189,000	189,000
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	0	63,000	63,000
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>0</u></b>	<b><u>47,250</u></b>	<b><u>252,000</u></b>	<b><u>252,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720400 Food	0	10,000	40,000	40,000
720500 Household	0	1,500	6,000	6,000
721000 Med/Dental/Lab	0	1,500	6,000	6,000
721306 Equip > FA Limit	0	5,000	20,000	20,000
721400 Professional & Specialized Svcs	0	5,000	20,000	20,000
721900 Special Dept Expense	0	25,000	100,000	100,000
722000 Trans/Travel/Edu	0	5,000	20,000	20,000
740300 Equipment	0	10,000	40,000	40,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>0</b>	<b>63,000</b>	<b>252,000</b>	<b>252,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>0</u></b>	<b><u>63,000</u></b>	<b><u>252,000</u></b>	<b><u>252,000</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>15,750</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: COVID-19 QUARANTINE  
 (02251)  
 Function: Public Protection  
 Activity: Public Protection  
 Fund: General

	<u>ACTUAL 2018-19</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
657026 Federal FEMA	0	102,750	411,000	411,000
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	0	137,000	137,000
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>0</u></b>	<b><u>102,750</u></b>	<b><u>548,000</u></b>	<b><u>548,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720400 Food	0	15,000	60,000	60,000
720500 Household	0	1,500	6,000	6,000
720900 Maintenance Bldgs	0	18,500	74,000	74,000
721400 Professional & Specialized Svcs	0	102,000	408,000	408,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>0</b>	<b>137,000</b>	<b>548,000</b>	<b>548,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>0</u></b>	<b><u>137,000</u></b>	<b><u>548,000</u></b>	<b><u>548,000</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>34,250</u></b>	<b><u>0</u></b>	<b><u>0</u></b>



COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: COVID-19 EMERGENCY  
 (02252)  
 Function: Public Protection  
 Activity: Public Protection  
 Fund: General

	<u>ACTUAL 2018-19</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
654000 State - Other	0	67,594	67,594	67,594
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>0</u></b>	<b><u>67,594</u></b>	<b><u>67,594</u></b>	<b><u>67,594</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720400 Food	0	20,000	20,000	20,000
720500 Household	0	1,500	1,500	1,500
721400 Professional & Specialized Svcs	0	44,594	44,594	44,594
721900 Special Dept Expense	0	1,500	1,500	1,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>0</b>	<b>67,594</b>	<b>67,594</b>	<b>67,594</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>0</u></b>	<b><u>67,594</u></b>	<b><u>67,594</u></b>	<b><u>67,594</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

**COMMENTS**

Three new budgets were created to track revenues and expenditures related to the County's response to COVID-19. The COVID-19 budgets were established April 21, 2020. The three budgets are described below:

**COVID-19 Operations**

The COVID-19 Operations budget was created to capture the operational costs of the Emergency Operations Center (EOC). Items such as food for staff working in the EOC, medical supplies, and sanitary supplies are budgeted here.

**COVID-19 Quarantine Accommodations**

The COVID-19 Quarantine Accommodations budget includes expenditures related to hotel/motel accommodations for those that need to be quarantined but may not have the ability or means to do so safely.

**COVID-19 Emergency Homelessness Assistance**

This budget includes funds provided by the State to assist in sheltering and any other related costs to address the high-risk homeless population.

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **LEGAL/INSURANCE  
(00230)**  
Function: **General**  
Activity: **Other General**  
Fund: **General**

	<b>BOARD APPROVED 2019-20</b>	<b>CAO BASELINE 2020-21</b>	<b>DEPARTMENT REQUEST 2020-21</b>	<b>CAO RECOMMENDED 2020-21</b>
<b><u>ESTIMATED REVENUES:</u></b>				
<b>CHARGES FOR CURRENT SERVICES</b>				
662723 Services to Other Agencies	217,000	240,000	353,400	353,400
662800 Interfund Revenue	435,000	445,000	405,000	405,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>652,000</b>	<b>685,000</b>	<b>758,400</b>	<b>758,400</b>
<b>MISCELLANEOUS REVENUE</b>				
670000 Intrafund Revenue	1,315,000	1,515,000	1,515,000	1,515,000
673000 Miscellaneous	500	500	500	500
673903 Misc Reimbursement & Refunds	150,000	165,000	165,000	165,000
673910 Misc Reimb-Ins Reimb	2,000	2,000	2,000	2,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>1,467,500</b>	<b>1,682,500</b>	<b>1,682,500</b>	<b>1,682,500</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>2,119,500</u></b>	<b><u>2,367,500</u></b>	<b><u>2,440,900</u></b>	<b><u>2,440,900</u></b>
<b><u>EXPENDITURES:</u></b>				
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	245,019	257,264	262,160	262,160
710200 Retirement	84,771	98,850	98,850	98,850
710300 Health Insurance	27,579	21,446	21,446	21,446
710400 Workers' Compensation Insurance	1,577	1,380	1,380	1,380
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>358,946</b>	<b>378,940</b>	<b>383,836</b>	<b>383,836</b>
<b>SERVICES &amp; SUPPLIES</b>				
720600 Insurance	45	51	51	51
720601 Insurance Premiums	272,000	335,000	335,000	335,000
720602 Unemployment Insurance	250,000	240,000	240,000	240,000
720605 Employer Share Retiree Health Insurance	4,160,000	4,340,000	4,100,000	4,100,000
720606 Insurance Administrative Fees	65,000	60,000	60,000	60,000
720800 Maintenance - Equipment	250	250	250	250
721203 Other Miscellaneous	500	500	500	500

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **LEGAL/INSURANCE  
(00230)**  
Function: **General**  
Activity: **Other General**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES (continued)				
721300 Office Expense	500	500	500	500
721600 Rents & Leases - Equipment	200	200	200	200
722000 Transportation & Travel	2,000	2,000	2,000	2,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>4,750,495</b>	<b>4,978,501</b>	<b>4,738,501</b>	<b>4,738,501</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>5,109,441</u></b>	<b><u>5,357,441</u></b>	<b><u>5,122,337</u></b>	<b><u>5,122,337</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>2,989,941</u></b>	<b><u>2,989,941</u></b>	<b><u>2,681,437</u></b>	<b><u>2,681,437</u></b>

## LEGAL/INSURANCE

### COMMENTS

This division, under the administrative control of the Administrative Management Office, is responsible for administering the County's Risk Management and Insurance Programs, coordinating the County's routine and contracted legal services, and administering the County's self-insured workers' compensation and general liability programs. In addition, this division is responsible for coordinating the County's Safety Program required by CAL-OSHA, and acquiring necessary levels of insurance for property, crime, and boiler coverage.

### ESTIMATED REVENUES

- 662700**      Charges for Current Services (\$758,400) is recommended increased \$106,400 based on subvented departments share of retiree health costs.
- 670000**      Miscellaneous Revenue (\$1,682,500) is recommended increased \$215,000 based on subvented departments share of retiree health costs.

### SALARIES & EMPLOYEE BENEFITS

- 710102**      Permanent Salaries (\$262,160) are recommended increased \$17,141 based on cost of recommended staff.
- 710200**      Retirement (\$98,850) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      Health Insurance (\$21,446) is based on the employer's share of health insurance premiums.
- 710400**      Workers' Compensation (\$1,380) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

- 720600**      Insurance (\$51) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720601**      Insurance Premiums (\$335,000) is recommended increased \$63,000 for the premium costs of the following policies: Property Insurance, which includes Terrorism and Sabotage, Boiler and Machinery Insurance (\$320,000); Pollution (\$3,000); Crime Bond (\$13,000); and Cyber Liability (\$6,000).

**SERVICES & SUPPLIES (continued)**

- 720602**      **Unemployment Insurance** (\$240,000) is recommended decreased \$10,000 based on current year (2019-20) experience. This budget reimburses the State for unemployment benefits paid to eligible recipients previously employed by the County.
- 720605**      **Employer-Share Retiree Health Insurance** (\$4,100,000) is recommended decreased \$60,000 for the County's share of retirees' health insurance premiums as required by the Public Employees' Retirement System (PERS) Health Benefits Program. As of April 1, 2020, there were 672 retirees participating in the PERS Health Benefits Program.
- 720606**      **Insurance Administrative Fees** (\$60,000) is recommended decreased \$5,000 based on current actual costs.
- 720800**      **Maintenance - Equipment** (\$250) is recommended unchanged for maintenance of the microcomputer.
- 721300**      **Office Expense** (\$500) is recommended unchanged based on anticipated activity of the County Safety Program and accident investigations.
- 721600**      **Rents & Leases - Equipment** (\$200) is recommended unchanged for the rental of Central Garage vehicles.
- 722000**      **Transportation & Travel** (\$2,000) is recommended unchanged.

**ESTIMATED REVENUES**

The primary sources of revenue for the Insurance Budget are the recovery of costs from sub-vented departments related to premiums for Property and Pollution coverage, and the County's contribution towards the retirees' health insurance premiums.

**RECOMMENDED 2020-21 FUNDING CONTRIBUTIONS TO THE  
SELF-FUNDED WORKERS' COMPENSATION AND LIABILITY PROGRAMS**

**Workers' Compensation**

The annual actuarial review has concluded that the Fund will be adequately reserved based on the projected values of the current cases. It is recommended that the County implement a funding plan which maintains program assets at a 70% confidence level. Under such a plan, the County would fund the full value of each prospective year's claims costs with an allowance for any projected fund surplus or deficit. Such a plan will smooth out the potential under or over funding cycle of the program's assets.

**LEGAL/INSURANCE**

**Workers' Compensation (continued)**

Based on the actuary's estimated 2019-20 claim values, an additional \$3,500,000 is recommended to be added to the fund. To fund the estimated 2020-21 claims values, it is recommended that \$3,133,278 be contributed from the General Fund, \$364,130 from the Road Fund, and \$2,592 from Central Garage.

**Liability**

The annual actuarial review has concluded that the Fund is adequately funded based on the projected values of the current cases.

Based on the actuary's estimated 2019-20 claim values, an additional \$2,500,000 is recommended to be added to the fund. To fund the estimated 2020-21 claims values, it is recommended that \$1,884,344 be contributed from the General Fund, \$329,518 from the Road Fund, \$285,723 from Special Districts, and \$415 from Central Garage.

NOTE: The Estimated Fund Expenses for the Workers' Compensation and Liability programs for 2020-21 are shown on the following page. The following is detail regarding the estimated and actuarial recommended fund balances, including requested fund expenditures supporting Workers' Compensation and Liability:

	<b><u>Workers' Compensation</u></b>	<b><u>Liability</u></b>
<b><u>RECOMMENDED ACTUARIAL FUNDING</u></b>		
Estimated Fund Balance as of 6/30/20	\$8,383,403	\$965,508
Actuarial's Recommended Fund Balance as of 6/30/19	\$8,545,000	\$861,000
Estimated Fund Excess (or Deficit)	(\$161,597)	\$104,508
 Recommended Fund Contribution for 2020-21	 \$3,500,000	 \$2,500,000
Less: Road Department Contribution	(364,130)	(329,518)
Less: Central Garage Contribution	(2,592)	(415)
Less: Districts Contribution	(0)	(285,723)
 <b>RECOMMENDED GENERAL FUND CONTRIBUTION</b>	 <b>\$ 3,133,278</b>	 <b>\$ 1,884,344</b>
<b>Combined Total Recommended General Fund Contribution</b>	 <b><u>\$ 5,017,622</u></b>	

**LEGAL/INSURANCE**

**ESTIMATED FUND EXPENSES FOR 2020-21**

Judgment & Damages	2,700,000	900,000
Professional and Legal Services	0	600,000
Excess Insurance Authority Premiums	900,000	2,250,000
Annual Actuary Studies	2,250	2,250
Adjustment Services	380,000	60,000
State Self-Insurance Assessment Premium	110,000	0
Hearing Tests	2,000	0

**Total Recommended Fund Expenses for 2020-21**

**\$ 4,094,250**

**\$ 3,812,250**



COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: LEGAL/INSURANCE  
 (00230)  
 Function: General  
 Activity: Other General  
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized Positions</u> <u>As of April 2020</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3192	Deputy CAO - Legal/Risk Services	1.0	-	1.0	-	-	-	
3208	Risk Management Analyst	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>2.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: CENTRAL SERVICES  
 (02100)  
 Function: General  
 Activity: Other General  
 Fund: General

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
662700 Other Charges for Services	58,000	58,000	50,000	50,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>58,000</b>	<b>58,000</b>	<b>50,000</b>	<b>50,000</b>
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	18,000	18,000	25,000	25,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>18,000</b>	<b>18,000</b>	<b>25,000</b>	<b>25,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>76,000</u></b>	<b><u>76,000</u></b>	<b><u>75,000</u></b>	<b><u>75,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	34,772	34,772	37,606	37,606
710103 Extra Help	30,000	30,000	10,000	10,000
710200 Retirement	12,032	12,032	14,180	14,180
710300 Health Insurance	8,010	8,010	8,451	8,451
710400 Workers' Compensation	663	663	580	580
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>85,477</b>	<b>85,477</b>	<b>70,816</b>	<b>70,816</b>
SERVICES & SUPPLIES				
720300 Communications	500	500	1,500	1,500
720800 Maintenance - Equipment	500	500	250	250
721300 Office Expense	15,000	15,000	15,000	15,000
721301 Office Expense-Duplicating	500	500	0	0
721302 Office Expense-Postage	275,000	275,000	240,000	240,000
721303 Office Expense-Purchasing Agent Store	500	500	500	500
721400 Professional & Specialized Services	500	500	500	500

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: CENTRAL SERVICES  
 (02100)  
 Function: General  
 Activity: Other General  
 Fund: General

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
SERVICES & SUPPLIES (continued)				
721426 Professional & Specialized Services - Software Main.	220,000	220,000	232,000	232,000
721600 Rents & Leases - Equipment	27,000	27,000	27,000	27,000
721700 Rents & Leases - Buildings	500	500	500	500
721900 Special Department Expense	0	0	1,000	1,000
722000 Transportation & Travel	1,500	1,500	500	500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>541,500</b>	<b>541,500</b>	<b>518,750</b>	<b>518,750</b>
 <b><u>TOTAL EXPENDITURES</u></b>	 <b><u>626,977</u></b>	 <b><u>626,977</u></b>	 <b><u>589,566</u></b>	 <b><u>589,566</u></b>
 <b><u>NET COUNTY COST (EXP - REV)</u></b>	 <b><u>550,977</u></b>	 <b><u>550,977</u></b>	 <b><u>514,566</u></b>	 <b><u>514,566</u></b>

## CENTRAL SERVICES

### COMMENTS

Central Services combines the following functions: Central Duplicating, Mail Services, Surplus Property, and Central Storage. These operations are combined into one budget allowing for centralized control of these functions. These functions are administered by the County Administrative Office.

### ESTIMATED REVENUES

**662723**      Services To Other Agencies (\$50,000) is recommended based on Maintenance Districts share of postage costs.

**670000**      Intrafund Revenue (\$25,000) is recommended increased \$7,000 based on subvented departments share of postage costs.

### SALARIES & EMPLOYEE BENEFITS

**710102**      Permanent Salaries (\$37,606) is recommended increased \$2,834 based on cost of recommended staff.

**710103**      Extra Help (\$10,000) is recommended reduced \$20,000 to fund extra help salaries.

**710200**      Retirement (\$14,180) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      Health Insurance (\$8,451) is based on the employer's share of health insurance premiums.

**710400**      Workers' Compensation (\$580) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

**720300**      Communications (\$1,500) is recommended increased for all non-department specific communications lines, elevator emergency telephone lines, security systems, and other shared services.

**720800**      Maintenance - Equipment (\$250) is recommended for maintenance agreements for the mail room equipment.

## CENTRAL SERVICES

### SERVICES & SUPPLIES (continued)

- 721300**      **Office Expense** (\$15,000) is recommended based on actual expenditures for supplies to be used in various Central Services activities.
- 721302**      **Office Expense - Postage** (\$240,000) is recommended reduced based on current usage for postage and mail services for all County Departments, except Social Services and offices located outside the Madera area.
- 721303**      **Office Expense - Purchasing Agent Store** (\$500) is recommended for the central purchasing of common office supplies which are then charged back to using Departments.
- 721400**      **Professional & Specialized Services** (\$500) is recommended unchanged.
- 721426**      **Professional & Specialized Services-Software Maintenance** (\$232,000) is recommended increased \$12,000 to provide Computer Consultation for the Property Tax System (Megabyte). This service will provide ongoing software maintenance enhancements to the programs and additions/deletions to the Property Tax System Programs when there are County changes or new laws.
- 721600**      **Rents & Leases - Equipment** (\$27,000) is recommended unchanged for internal postage meter, inserter/folder, binding machine and copier as well as for the use of vehicles from the Central Garage.
- 721700**      **Rents & Leases – Buildings** (\$500) is recommended unchanged for Central Services' portion of leased storage space.
- 722000**      **Transportation & Travel** (\$500) is recommended for postal training on newly required regulations and other Central Services functions.

**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **CENTRAL SERVICES  
 (02100)**  
 Function: **General**  
 Activity: **Other General**  
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3684	Central Services Assistant	-	1.0	-	1.0	-	-	
3688	Central Services Worker	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	

**NOTES:**

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: COUNTY COUNSEL  
 (00700)  
 Function: General  
 Activity: Counsel  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
660600 Legal Services	550,000	550,000	550,000	550,000 *
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>	<b>550,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>550,000</u></b>	<b><u>550,000</u></b>	<b><u>550,000</u></b>	<b><u>550,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	1,552,550	1,552,550	1,552,550	1,552,550
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>1,552,550</b>	<b>1,552,550</b>	<b>1,552,550</b>	<b>1,552,550</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>1,552,550</u></b>	<b><u>1,552,550</u></b>	<b><u>1,552,550</u></b>	<b><u>1,552,550</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>1,002,550</u></b>	<b><u>1,002,550</u></b>	<b><u>1,002,550</u></b>	<b><u>1,002,550</u></b>

\* Represents projected reimbursements by subvented Departments through the annual cost allocation plan

## COUNTY COUNSEL

### COMMENTS

The County Counsel serves as legal advisor in civil matters for County Officers, Departments, Boards, Commissions, Committees, and some Districts. The duties of the Office include providing legal counsel and advice to the Board of Supervisors and County Departments; preparing agreements, contracts, resolutions, and ordinances; filing and litigating civil cases and condemnation cases; coordinating the collection of delinquent accounts; acting as Attorney for the Public Administrator and Public Guardian; and coordinating the defense of bodily injury and property damage suits under the County's Self-Insured Liability Program.

### ESTIMATED REVENUES

**660600**      Legal Services (\$550,000) represents future reimbursements by sub-vented Departments through the annual countywide cost allocation plan.

### SERVICES & SUPPLIES

**721400**      Professional & Specialized Services (\$1,552,500) is recommended unchanged for the following functions:

Payments for Outside Attorneys	\$582,550
Contract County Counsel Function	\$950,000

**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **COUNTY COUNSEL  
 (00700)**  
 Function: **General**  
 Activity: **Counsel**  
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
	County Counsel (Contract)	1.0	-	1.0	-	-	-	A
	<b>TOTAL</b>	<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

**NOTES:**

**A** The County Counsel position is currently filled on a contractual basis and not as a funded County position. See Social Services for additional staff.

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: HUMAN RESOURCES & OPERATIONS  
 (00800)  
 Function: General  
 Activity: Personnel  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
MISCELLANEOUS REVENUE				
673000 Intrafund Revenue	358,632	358,632	466,008	466,008
680200 Operating Transfer In	0	0	28,197	28,197
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>358,632</b>	<b>358,632</b>	<b>494,205</b>	<b>494,205</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>358,632</u></b>	<b><u>358,632</u></b>	<b><u>494,205</u></b>	<b><u>494,205</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	960,142	960,142	954,941	954,941
710103 Extra Help	7,500	7,500	7,500	7,500
710200 Retirement	326,419	326,419	360,070	360,070
710300 Health Insurance	109,831	109,831	122,803	122,803
710400 Workers' Compensation Insurance	34,910	34,910	30,546	30,546
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>1,438,802</b>	<b>1,438,802</b>	<b>1,475,861</b>	<b>1,475,861</b>
SERVICES & SUPPLIES				
720300 Communications	1,200	1,200	1,200	1,200
720600 Insurance	499	499	567	567
720800 Maintenance - Equipment	500	500	1,000	1,000
721100 Memberships	650	650	1,500	1,500
721300 Office Expense	30,000	30,000	25,000	25,000
721400 Professional & Specialized Services	127,000	57,000	85,000	85,000
721500 Publications & Legal Notices	11,000	11,000	11,000	11,000
721600 Rents & Leases - Equipment	0	0	600	600
721900 Special Departmental Expense	1,500	1,500	1,500	1,500
722000 Transportation & Travel	8,500	8,500	10,000	10,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>180,849</b>	<b>110,849</b>	<b>137,367</b>	<b>137,367</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>1,619,651</u></b>	<b><u>1,549,651</u></b>	<b><u>1,613,228</u></b>	<b><u>1,613,228</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>1,261,019</u></b>	<b><u>1,191,019</u></b>	<b><u>1,119,023</u></b>	<b><u>1,119,023</u></b>

\*\*Reflects the cost recovery from sub-vented departments through the annual cost allocation plan.

## HUMAN RESOURCES

### COMMENTS

The Department's areas of responsibilities include county-wide recruitment and examination activities; administrative support to the County's Civil Service Commission (pursuant to the County Code, the Director of Human Resources serves as the Secretary to the Civil Service Commission); labor relations, including employee contract negotiation/administration; grievance administration; classification, salary and compensation administration; employee status changes and payroll certification; human resources information systems administration, maintenance of official County personnel records; administration of coordinated medical leave entitlements; administration of disability retirement issues; personnel policy development and administration; conducting new employee orientation; staff development and training administration; oversight and administration of the County's Health Insurance Benefits Program through a contract with CalPERS, Deferred Compensation Program, other Voluntary Benefit and Life Insurance Programs; administration of the contract with CalPERS for the County's defined benefit retirement plan; oversight of the development and implementation of county-wide policy issues; and the participate in county community events to build the County's brand as employer of choice.

### WORKLOAD

	<u>Actual 2018-19</u>	<u>Estimated 2019-20</u>	<u>Projected 2020-21</u>
<b><u>Recruitment/Testing</u></b>			
Announcements	130	115	140
Applications Evaluated	3,900	4,220	5,000
Written Exams	20	25	30
Oral Exams	42	53	60
Bilingual Exams	3	2	3
Eligible Lists	105	99	110
Promotional Eligible Lists (incl. PBCS)	120	75	85
Executive Recruitment	0	1	3
Eligible Lists - Add'l Names Certified to Departments	295	203	210
<b><u>Personnel Transactions</u></b>			
New Hires – Permanent	150	88	100
New Hires – Extra Help	75	80	85
Promotions	270	165	200
Separations	155	191	210
<b><u>Civil Service Commission</u></b>			
Regular and Special Meetings	13	12	12

## HUMAN RESOURCES

### WORKLOAD (continued)

	<u>Actual 2018-19</u>	<u>Estimated 2019-20</u>	<u>Projected 2020-21</u>
<b><u>Labor Relations</u></b>			
Meet and Confer	60	43	60
<b><u>Employee/Organizational Issues</u></b>			
Department Consultation	120	120	120
Disability Interactive Processes	35	25	30
<b><u>Employee Benefits</u></b>			
Processing Health Insurance Forms (Health, Dental and Vision)	25,000	27000	30000
Deferred Compensation Forms	4,250	5400	5400
Protected Leave Monitoring (i.e. FMLA)	2,150	2520	2565
ACA Monitoring for Health Insurance Eligibility	50 hrs/month	50 hrs/month	50 hrs/month
<b><u>Reception (not including 311 assistance)</u></b>			
Phone Calls	5,500	5,300	6,500

### ESTIMATED REVENUES

**673000**      **Intrafund Revenue** (\$466,008) is recommended increased by \$107,376 based on the subvented department's projected share of human resources services for the budget year.

**680200**      **Operating Transfer In** (\$28,197) is recommended based on the projected staff time dedicated to the COVID-19 response. HR staff provides support to the 311 Customer Service Center answering questions and providing information related to the COVID-19 pandemic. HR staff provides approximately 3 days a week/8 hours a day assistance to the 311 Customer Service Center to accommodate the increased calls the County has experienced since March 2020.

### SALARIES & EMPLOYEE BENEFITS

**710102**      **Permanent Salaries** (\$954,941) are recommended decreased \$5,201 based on recommended staffing levels.

**710103**      **Extra Help** (\$7,500) is recommended unchanged for Civil Service Commission meeting compensation.

## HUMAN RESOURCES

### SALARIES & EMPLOYEE BENEFITS (continued)

- 710200**      **Retirement** (\$360,070) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$122,803) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$30,546) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

- 720300**      **Communications** (\$1,200) is recommended unchanged based on actual and projected telephone costs of this Department.
- 720600**      **Insurance** (\$567) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance – Equipment** (\$1,000) is recommended increased \$500 based on current and projected expenditures for the maintenance of typewriters, computer equipment, fax machine and telephones.
- 721100**      **Memberships** (\$1,500) is recommended increased \$850 based on current and projected expenditures for membership in the County Personnel Administrators Association of California and the California Public Employers Labor Relations Association.
- 721300**      **Office Expense** (\$25,000) is recommended decreased \$5,000 based on current and projected expenditures. This account funds normal office supply needs, training and reference materials, shipping expenses and any necessary photocopying of materials used in the Civil Service process.
- 721400**      **Professional & Specialized Services** (\$85,000) is recommended decreased \$42,000. Anticipated expenditures include the the County's Chief Negotiator (18,700 – contract ending in FY 20/21) and Counsel to the Civil Service Commission. Specifically, this account includes funding for testing materials (\$13,500); legal counsel for the Civil Service Commission (\$4,000); special outside counsel for labor issues (\$7,500); Unemployment Administration Program (\$1,300); and professional development and training services for the County (\$40,000).
- 721500**      **Publications & Legal Notices** (\$11,000) is recommended unchanged based on expenditures for advertisement of employment opportunities within the County of Madera.
- 721600**      **Rents & Leases - Equipment** (\$600) is recommended unchanged based on expenditures for advertisement of employment opportunities within the County of Madera.



## HUMAN RESOURCES

### SERVICES & SUPPLIES (continued)

- 721900**      **Special Departmental Expense** (\$1,500) is recommended unchanged for the estimated cost of the employee award plaques and certificates.
- 722000**      **Transportation & Travel** (\$10,000) is recommended increased \$1,500 for anticipated expenditures for travel and training for the Department. This account also provides mileage reimbursement for the Civil Service Commissioners (estimated at \$2,000), and lunch for outside participants on oral appraisal boards to establish eligible lists (\$1,800).

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **HUMAN RESOURCES  
00810**  
Function: **General**  
Activity: **Human Resources**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions As of April 2020</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3189	Assistant Director of Human Resources	1.0	-	1.0	-	-	-	
3193	Deputy CAO - HR/Operations		1.0			-	(1.0)	C
2150	Director of Human Resources	1.0	-	1.0	-	-	-	
3294	Human Resources Analyst I or						-	
3295	Human Resources Analyst II	1.0	-	1.0	-	-	-	
3294	Human Resources Analyst I (half-time) or						-	
3295	Human Resources Analyst II (half-time) or						-	
3351	Personnel Technician I or						-	
3352	Personnel Technician II	-	1.0	-	-	-	(1.0)	D, A
3351	Personnel Technician I or						-	
3352	Personnel Technician II	3.0	-	3.0	-	-	-	
3351	Personnel Technician I or						-	
3352	Personnel Technician II or						-	
3480	Senior Personnel Technician	1.0	-	1.0	-	-	-	
3636	Program Assistant I/II or						-	
3637	Senior Program Assistant	2.0	-	2.0	-	-	-	
3294	Human Resources Analyst I or						-	
3295	Human Resources Analyst II or						-	
3297	Senior Human Resources Analyst or		-		-	-	-	
4127	Principal Human Resources Analyst	2.0	-	1.0	-		-	E
3294	Human Resources Analyst I or						-	
3295	Human Resources Analyst II or						-	
3297	Senior Human Resources Analyst	1.0		1.0			-	
4127	Principal Human Resources Analyst		-	1.0	-	1.0	-	A

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **HUMAN RESOURCES  
00810**  
Function: **General**  
Activity: **Human Resources**  
Fund: **General**

	<b>2019-20 Authorized Positions <u>As of April 2020</u></b>		<b>2020-21 Proposed <u>Positions</u></b>		<b>Y-O-Y Changes <u>in Positions</u></b>		
4234 Strategic Planning and Training Analyst	1.0	-	-	1.0	-	1.0	<b>B</b>
<b>TOTAL</b>	<b>13.0</b>	<b>2.0</b>	<b>12.0</b>	<b>1.0</b>	<b>1.0</b>	<b>(1.0)</b>	

**PERMANENT POSITION NOTES:**

- A** Add 1.0 FTE allocation in the new classification of Principal Human Resources Analyst to assist with labor negotiations.
- B** Unfund Strategic Planning & Training Analyst until a classification and allocation review can be conducted of the position.
- C** Position of Deputy CAO - HR/Operations was eliminated with the reorganization of the Human Resources Department.
- D** Deleting this allocation to fund Principal Human Resources Analyst.
- E** Amend the current allocation from 2.0 FTE HR Analyst I/II/Sr to allow 1.0 FTE allocation to be flex-staffed up to the Principal HR Analyst level to oversee Payroll functions and conduct Employee Investigations.

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**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **Public Information**  
Team **(00830)**  
Function: **General**  
Activity: **Personnel**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES				
720800 Maintenance - Equipment	500	500	500	500
721100 Memberships	500	500	500	500
721300 Office Expense	2,500	2,500	2,500	2,500
721400 Professional & Specialized Services	2,000	2,000	2,000	2,000
721500 Publications & Legal Notices	2,000	2,000	2,000	2,000
721900 Special Departmental Expense	2,500	2,500	2,500	2,500
SERVICES & SUPPLIES (continued)				
722000 Transportation & Travel				
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

**MADERA COUNTY PUBLIC INFORMATION TEAM  
HUMAN RESOURCES & OPERATIONS**

**COMMENTS**

The Madera County Public Information Team was developed to ‘tell the Madera County story’ and openly communicates with the public and other stakeholders and community members about County services, programs and events.

Social media and other online resources are how the majority of the population receives its news, and the goal of the Public Information Team is to improve transparency and the way in which the County interacts with the public and our constituents.

**WORKLOAD**

Members of the Public Information Team consist of the County Administrative Officer or Assignee, the Human Resources Director or Assignee, each of the five (5) Board Members’ Chiefs of Staff, County Counsel, the Chief Information Officer and an internal representative from each County Department.

Each Monday morning, the primary team members (the County Administrative Officer or Assignee and the District Chiefs of Staff) meet to discuss any relevant posts, press releases, media outreach plans and departmental communication plans needed for the week. The Chiefs of Staff subsequently reach out to their assigned departmental representatives as needed for full communication execution.

Collectively, the Public Information Team has authored or assisted County departments annually with twenty (20) to thirty (30) press releases, and the posting/public engagement efforts of the Public Information Team continues to increase the reach of the County’s Facebook, Instagram, and Twitter platforms.

**SERVICES & SUPPLIES**

- 720800**      **Maintenance – Equipment** (\$500) is recommended for possible maintenance for the equipment utilized by the primary members of the Public Information Team, including iPads and cell phones.
  
- 721100**      **Memberships** (\$500) is recommended for two (2) annual membership subscriptions to the California Public Information Officer Association.
  
- 721300**      **Office Expense** (\$2,500) is recommended for the purchase of camera/video equipment needed for the Public Information Team.

**MADERA COUNTY PUBLIC INFORMATION TEAM  
HUMAN RESOURCES & OPERATIONS**

**SERVICES & SUPPLIES (continued)**

- 721400**      **Professional & Specialized Services** (\$2,000) is recommended for special software needs of the Public Information Team, such as Powtoon, Photoshop, Adobe Illustrator and/or Creative Cloud.
- 721500**      **Publications & Legal Notices** (\$2,000) is recommended for any necessary advertisements of special events, programs and services associated with the media efforts of the Public Information Team.
- 722000**      **Transportation & Travel** (\$2,500) is recommended for associated travel and training costs of the Public Information Team.

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: GENERAL SERVICES (01311)  
 Function: General  
 Activity: Property Management  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	20,000	20,000	20,000	20,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	0	44,000	44,000
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>44,000</b>	<b>44,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>20,000</u></b>	<b><u>20,000</u></b>	<b><u>64,000</u></b>	<b><u>64,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	160,512	160,512	165,118	165,118
710200 Retirement	53,869	53,869	62,260	62,260
710300 Health Insurance	16,020	16,020	21,446	21,446
710400 Workers' Compensation	3,967	3,967	3,471	3,471
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>234,368</b>	<b>234,368</b>	<b>252,295</b>	<b>252,295</b>
SERVICES & SUPPLIES				
720300 Communications	600	600	600	600
721300 Office Expense	500	500	500	500
721400 Professional & Specialized Services	103,500	103,500	85,000	85,000
721500 Publications & Legal Notices	500	500	500	500
721600 Rents & Leases - Equipment	500	500	500	500
722000 Transportation & Travel	1,000	1,000	1,000	1,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>106,600</b>	<b>106,600</b>	<b>88,100</b>	<b>88,100</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>340,968</u></b>	<b><u>340,968</u></b>	<b><u>340,395</u></b>	<b><u>340,395</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>320,968</u></b>	<b><u>320,968</u></b>	<b><u>276,395</u></b>	<b><u>276,395</u></b>

## GENERAL SERVICES

### COMMENTS

The County Administration - General Services Division (01311) encompasses the following functions under its umbrella: Capital Projects, Utilities, Building Operations, Building Maintenance, and Grounds Maintenance. The Utilities, Building Operations, Building Maintenance, and Grounds Maintenance budgets are included in their respective budget organizations, 01700, 01320, 01330, and 01360.

Services provided by the County Administration - General Services Division include utilities management, facility management (County-owned and leased), oversight of the janitorial services in County facilities, capital project management, and property acquisition.

### ESTIMATED REVENUES

**67300**      Intrafund Revenue (\$20,000) are anticipated to be realized from charges to subvented departments for various administrative services including lease management, project management, and oversight of Building Maintenance and Grounds Maintenance.

**680200**      Operating Transfers In (\$44,000) are anticipated to be realized from CARES funding reimbursement for staff time to acquire and distribute PPE, other COVID-19 facilities-related activities, and assisting with the 311 Call Center.

### SALARIES & EMPLOYEE BENEFITS

**710102**      Permanent Salaries (\$165,118) are recommended increased \$4,606 based on the recommended staffing levels and the cost of living increases.

**710103**      Temporary Salaries (\$0) are not recommended.

**710200**      Retirement (\$62,260) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      Health Insurance (\$21,446) is based on the employer's share of health insurance premiums.

**710400**      Workers' Compensation (\$3,471) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

## GENERAL SERVICES

### SERVICES & SUPPLIES

- 720300**      **Communications** (\$600) are recommended unchanged for office and cellular telephone service.
- 721300**      **Office Expense** (\$500) is recommended increased \$250 based on projected expenditures.
- 721400**      **Professional & Specialized Services** (\$85,000) are recommended unchanged based on current and projected expenditures. Funds cover costs associated with capital project management which cannot be charged directly to the projects, and Real Property transactions such as appraisals.
- 7214500**      **Publications & Legal Notices** (\$500) is recommended for publications and legal notices associated with Real Property transactions.
- 721600**      **Rents & Leases - Equipment** (\$500) are recommended unchanged based on current and projected expenditures for the rental of vehicles from the Central Garage.
- 722000**      **Transportation & Travel** (\$1,000) are recommended unchanged to provide minimal funding for travel, conference attendance, and training.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **GENERAL SERVICES (01311)**  
 Function: **General**  
 Activity: **Property Management**  
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
	Facilities/Grounds Coordinator or							
3209	Senior Administrative Analyst	-	1.0	-	1.0	-	-	
4205	General Services Manager	1.0	-	1.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II or							
3654	Senior Program Assistant	1.0	-	1.0	-	-	-	
	<b>TOTAL</b>	<u>2.0</u>	<u>1.0</u>	<u>2.0</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	

**NOTES:**

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: BUILDING  
 OPERATIONS (01320)  
 Function: General  
 Activity: Property Management  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	0	104,128	104,128
<b>TOTAL OTHER FINANCING SOURCES</b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>104,128</u></b>	<b><u>104,128</u></b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>				
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720100 Agriculture	10,000	10,000	0	0
720500 Household Expense	2,000	2,000	2,000	2,000
721400 Professional & Specialized Services	460,231	460,231	633,449	633,449
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>472,231</b>	<b>472,231</b>	<b>635,449</b>	<b>635,449</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>472,231</u></b>	<b><u>472,231</u></b>	<b><u>635,449</u></b>	<b><u>635,449</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>472,231</u></b>	<b><u>472,231</u></b>	<b><u>531,321</u></b>	<b><u>531,321</u></b>

## BUILDING OPERATIONS

### COMMENTS

This budget funds the cost of cleaning County buildings using contracted janitorial services. The annual cost of the janitorial agreement is shown in the Professional and Specialized Services account in this budget. Costs for the upkeep of the Madera County Government Center.

### ESTIMATED REVENUES

**680200**      Operating Transfers In (\$104,128) are anticipated to be realized from CARES funding reimbursement for additional day porter services and disinfectant cleanings for County buildings.

### SERVICES & SUPPLIES

**720100**      Agriculture (\$0) is not recommended.

**720500**      Household Expense (\$2,000) is recommended unchanged for any miscellaneous cleaning supplies and paper products that may be needed which are not required under the current janitorial contract.

**720900**      Maintenance – Buildings & Improvements (\$0) is not recommended.

**721400**      Professional & Specialized Services (\$633,449) is recommended increased \$173,218 due to an increase in costs stemming from minimum wage increases for contracted janitors in 2020 and 2021; additional janitorial costs for the Oakhurst Government Center, new Ranchos Library and Sheriff Substation, Tesoro Viejo Fire and Sheriff Substation, Gov't Center third floor expansion, and new Ag facility. Further, increased day porter services at the Government Center, and new day porter services for the Libraries and Ag Department are included for FY 2020-21 to be offset with CARES funding. The total cost of the janitorial services contract for Fiscal Year 2020-2021 is \$992,451 of which \$409,432 is billed directly to the following subvented Departments: Behavioral Health Services, Child Support, Public Health, Social Services, DA Investigations, and Public Works. Also included in this account are window washing and powerwashing services for the Government Center and Parking Garage as well as annual crow abatement services in the amount of \$15,000 to be paid to the Madera Downtown Association.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: **BUILDING  
 MAINTENANCE (01330)**  
 Function: **General**  
 Activity: **Property Management**  
 Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	371,299	371,299	215,000	215,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>371,299</b>	<b>371,299</b>	<b>215,000</b>	<b>215,000</b>
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	0	30,000	30,000
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>371,299</u></b>	<b><u>371,299</u></b>	<b><u>245,000</u></b>	<b><u>245,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	535,389	535,389	537,767	537,767
710102 Temporary Salaries	0	0	30,000	30,000
710106 Stand-By Pay	32,000	32,000	34,000	34,000
710200 Retirement	185,255	185,255	201,262	201,262
710300 Health Insurance	93,358	93,358	107,230	107,230
710400 Workers' Compensation Insurance	86,559	86,559	75,739	75,739
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>932,561</b>	<b>932,561</b>	<b>985,998</b>	<b>985,998</b>
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	4,500	4,500	4,600	4,600
720300 Communications	5,900	5,900	6,600	6,600
720500 Household Expense	500	500	500	500
720600 Insurance	5,976	5,976	6,791	6,791
720800 Maintenance - Equipment	61,000	61,000	41,000	41,000
720900 Maintenance - Structures & Grounds	196,000	196,000	196,000	196,000
720905 Maintenance - Structures & Grounds-Jail	105,000	105,000	105,000	105,000
721300 Office Expense	500	500	500	500
721400 Professional & Specialized Services	176,500	176,500	176,500	176,500
721600 Rents & Leases - Equipment	36,000	36,000	40,000	40,000
721800 Small Tools & Instruments	4,000	4,000	4,000	4,000
721805 Small Tools & Instruments-Jail	2,000	2,000	2,000	2,000

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **BUILDING  
MAINTENANCE (01330)**  
Function: **General**  
Activity: **Property Management**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES (continued)				
721900 Special Departmental Expense	5,000	5,000	15,000	15,000
722000 Transportation & Travel	1,000	1,000	5,500	5,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>603,876</b>	<b>603,876</b>	<b>603,991</b>	<b>603,991</b>
FIXED ASSETS				
740301 EQPT/Furniture >\$5000	25,000	0	0	0
<b>TOTAL FIXED ASSETS</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>1,561,437</u></b>	<b><u>1,536,437</u></b>	<b><u>1,589,989</u></b>	<b><u>1,589,989</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>1,190,138</u></b>	<b><u>1,165,138</u></b>	<b><u>1,344,989</u></b>	<b><u>1,344,989</u></b>



## BUILDING MAINTENANCE

### COMMENTS

Building Maintenance performs routine and skilled maintenance, remodeling, installation, and repair to a variety of facilities county-wide, including, but not limited to, plumbing, electrical, painting, and structural elements. Building Maintenance also operates and maintains all plant equipment, such as heating, cooling, ventilating, mechanical, and utility systems.

### ESTIMATED REVENUES

- 673000**      Intrafund Revenue (\$215,000) are anticipated in charges to subvented departments for building maintenance services.
- 680200**      Operating Transfers In (\$30,000) are anticipated to be realized from CARES funding reimbursement for staff time related to COVID-19 facilities-related activities.

### SALARIES & EMPLOYEE BENEFITS

- 710102**      Permanent Salaries (\$537,767) are recommended increased \$2,378 based on the recommended staffing levels.
- 710103**      Temporary Salaries (\$30,000) are recommended to be offset by intrafund revenue paid by the Department of Social Services.
- 700106**      Stand-By Pay (\$34,000) is recommended increased \$2,000 for Stand-By Pay, which provides for two workers (one for general County facilities, and one for the County Jail and Juvenile Hall) to remain on call to respond to alarms and emergencies that occur on nights, weekends, and holidays.
- 710200**      Retirement (\$201,262) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      Health Insurance (\$107,230) is based on the employer's share of health insurance premiums.
- 710400**      Workers' Compensation (\$75,739) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

## BUILDING MAINTENANCE

### SERVICES & SUPPLIES

- 720200**      **Clothing & Personal Supplies** (\$4,600) is recommended increased \$100 for uniform rental, boot reimbursement, rain gear, gloves, safety equipment, and first aid supplies.
- 720300**      **Communications** (\$6,600) is recommended increased \$700 based on the Department's projected share of telecommunications cost, including monthly cell phone costs (11 cell phones) for staff to utilize the County's CRM system.
- 720500**      **Household Expense** (\$500) is recommended unchanged to supply materials not covered under the janitorial contract.
- 720600**      **Insurance** (\$6,791) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$41,000) is recommended decreased \$20,000 for leased vehicle costs charged by Central Garage, generator load testing and service of the generators at the Government Center, Jail, Sheriff's Office, and Juvenile Hall, and replacement solar panels at the Road 28 ground-mounted solar system. Also included in this budget are costs for maintenance of all shop equipment, such as forklift, crane, generator, bucket truck, and saws. Generator inspections for County facilities and gasoline for the two off-road vehicles assigned to this Department are also funded from this account.
- 720900**      **Maintenance - Structures & Grounds** (\$196,000) is recommended unchanged for necessary supplies and services to perform maintenance work on County facilities, and \$13,000 for pest control services for County facilities.
- 720905**      **Maintenance - Structures & Grounds - Jail** (\$105,000) is recommended unchanged for necessary and supplies and services to perform work on the County's Jail facility.
- 721300**      **Office Expense** (\$500) is recommended unchanged to purchase office and computer supplies.
- 721400**      **Professional & Specialized Services** (\$176,500) are recommended unchanged. Services included here are: preventative maintenance services for the heating and air-conditioning (HVAC) systems and controls within various County facilities; Fire System testing of County facilities; Fire System repairs of County facilities; gate maintenance at the County Jail; elevator maintenance at the Government Center and County Library. The remainder of funds are used for various unanticipated professional services needed throughout the year.
- 721600**      **Rents & Leases - Equipment** (\$40,000) is recommended increased \$40,000 based on actual and projected costs for mileage for rental vehicles from the Central Garage, and any other necessary rental equipment.

## BUILDING MAINTENANCE

### SERVICES & SUPPLIES (continued)

- 721800**      **Small Tools & Instruments** (\$4,000) are recommended unchanged for tool and small instrument replacement. This account funds purchases of small hand tools for plumbing, electrical, painting, carpentry, sewer, and other related trades.
- 721805**      **Small Tools & Instruments - Jail** (\$2,000) are recommended unchanged for small tool replacement for the County Jail.
- 721900**      **Special Departmental Expense** (\$15,000) is recommended increased \$5,000 based on actual and projected costs for the annual non-community water system fee and water testing required for the Bass Lake Government Center, annual generator permits required by the San Joaquin Valley Air Pollution Control District; and the Department's share of the annual CAMS system costs.
- 722000**      **Transportation & Travel** (\$5,500) is recommended increased \$4,500 for travel and training expenses for a Western Detention hardware training.

**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **BUILDING  
 MAINTENANCE (01330)**  
 Function: **General**  
 Activity: **Property Management**  
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3821	Building Crafts & Maintenance Supervisor	1.0	-	1.0	-	-	-	
3823	Building Crafts & Maintenance Worker I or							
3822	Building Crafts & Maintenance Worker II	5.0	-	5.0	-	-	-	
3730	Heating & Air Conditioning Maintenance Specialist	2.0	-	2.0	-	-	-	
3820	Senior Building Crafts & Maintenance Worker	2.0	1.0	2.0	1.0	-	-	
<b>TOTAL</b>		<b>10.0</b>	<b>1.0</b>	<b>10.0</b>	<b>1.0</b>	<b>-</b>	<b>-</b>	

**NOTES:**

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **MAINTENANCE (01360)**  
 Function: **General**  
 Activity: **Property Management**  
 Fund: **General**

	<b>BOARD APPROVED 2019-20</b>	<b>CAO BASELINE 2020-21</b>	<b>DEPARTMENT REQUEST 2020-21</b>	<b>CAO RECOMMENDED 2020-21</b>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	0	0	18,000	18,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>0</b>	<b>0</b>	<b>18,000</b>	<b>18,000</b>
MISCELLANEOUS REVENUE				
670000 INTRAFUND REVENUE	110,000	110,000	50,000	50,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>110,000</b>	<b>110,000</b>	<b>50,000</b>	<b>50,000</b>
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	0	70,000	70,000
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>110,000</u></b>	<b><u>110,000</u></b>	<b><u>138,000</u></b>	<b><u>138,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	259,509	259,509	273,705	273,705
710200 Retirement	89,795	89,795	103,203	103,203
710300 Health Insurance	44,419	44,419	64,338	64,338
710400 Workers' Compensation Insurance	7,568	7,568	6,622	6,622
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>401,292</b>	<b>401,292</b>	<b>447,868</b>	<b>447,868</b>
SERVICES & SUPPLIES				
720100 Agricultural	3,500	3,500	3,500	3,500
720200 Clothing & Personal Supplies	3,500	3,500	3,500	3,500
720300 Communications	2,995	2,995	2,995	2,995
720500 Household Expense	2,000	2,000	2,000	2,000

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **MAINTENANCE (01360)**  
 Function: **General**  
 Activity: **Property Management**  
 Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES (continued)				
720600 Insurance	6,931	6,931	7,876	7,876
720800 Maintenance - Equipment	20,000	20,000	20,000	20,000
720900 Maintenance - Structures & Grounds	16,000	16,000	16,000	16,000
721300 Office Expense	150	150	150	150
721306 Eqpt< FA Limit			2,500	2,500
721400 Professional & Specialized Services	0	0	8,785	8,785
721600 Rents & Leases - Equipment	20,600	20,600	20,600	20,600
721800 Small Tools & Instruments	7,500	7,500	7,500	7,500
721900 Special Departmental Expense	500	500	500	500
722000 Transportation & Travel	500	500	500	500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>84,176</b>	<b>84,176</b>	<b>96,406</b>	<b>96,406</b>
FIXED ASSETS				
740300 Equipment/Furniture	24,000	0	0	0
<b>TOTAL FIXED ASSETS</b>	<b>24,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b>509,468</b>	<b>485,468</b>	<b>544,275</b>	<b>544,275</b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b>399,468</b>	<b>375,468</b>	<b>406,275</b>	<b>406,275</b>

## GROUNDS MAINTENANCE

### COMMENTS

Grounds Maintenance provides landscape maintenance and irrigation systems repair to parks and landscaped areas, as well as plans and installs new landscaped areas, as directed, around County facilities. As time permits, Grounds Maintenance assists in projects funded through the Flood Control budget (15010). Time spent by Grounds Maintenance staff directly related to flood control activities is charged to the Interfund Expense account in the Flood Control budget.

### ESTIMATED REVENUES

- 662800**      **Intrrfund Revenue** (\$18,000) is anticipated in charges for grounds maintenance services.
- 670000**      **Intrafund Revenue** (\$50,000) is anticipated in charges to subvented departments for grounds maintenance services.
- 680200**      **Operating Transfer In** (\$70,000) is anticipated in CARES related revenue to offset custodial FTE and supplies to keep the public safe.

### SALARIES & EMPLOYEE BENEFITS

- 710102**      **Permanent Salaries** (\$273,705) are recommended increased \$14,196 based on the recommended staffing levels and the cost of living increases.
- 710103**      **Temporary Salaries** (\$0) are not recommended next fiscal year based on projected need.
- 710200**      **Retirement** (\$103,203) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$64,338) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$6,622) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

- 720100**      **Agriculture** (\$3,500) is recommended unchanged.

## GROUNDS MAINTENANCE

### SERVICES & SUPPLIES (continued)

- 720200**      **Clothing & Personal Supplies** (\$3,500) are recommended unchanged. Expenses include uniforms, rain gear, and gloves.
- 720300**      **Communications** (\$2,995) are recommended unchanged. Expenses include Department's projected share of telecommunications cost, including monthly cell phone costs for staff to utilize the County's CRM system.
- 720500**      **Household Expense** (\$2,000) is recommended unchanged based on current and projected expenses for janitorial supplies needed for County Parks and the maintenance shop.
- 720600**      **Insurance** (\$7,876) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$20,000) is recommended unchanged. Expenses include projected expenditures for maintenance of lawn care equipment and gasoline for non-road equipment.
- 720900**      **Maintenance - Structures and Grounds** (\$16,000) is recommended unchanged for county-wide expenses including physical improvements to the grounds, such as sidewalk repair, curbs, mow strips, sprinkler extensions and repairs, restroom repairs, etc. Additional funds are necessary to adequately maintain park space.
- 721300**      **Office Expense** (\$150) is recommended unchanged.
- 721306**      **Eqpt<FA Limit** (\$2,500) is recommended increased \$2,500 to acquire a small riding mower to mow in and around the solar arrays.
- 721400**      **Professional & Specialized Services** (\$8,785) are recommended increased \$8,785 for landscaping services for the new HSS Complex. The substantial addition of landscape requires weekly service and exceeds the capacity of the existing number of grounds staff.
- 721600**      **Rents & Leases - Equipment** (\$20,600) are recommended unchanged. Expenses include costs for rental of vehicles from the Central Garage and any necessary rental equipment.
- 721800**      **Small Tools & Instruments** (\$7,500) are recommended unchanged to purchase replacement tools, such as weedwackers, edgers, and trimmers, needed to perform routine landscape maintenance county-wide.



## GROUNDS MAINTENANCE

### SERVICES & SUPPLIES (continued)

- 721900**      **Special Departmental Expense** (\$500) is recommended unchanged based on current and projected expenses for Grounds Maintenance's portion of the WinCams annual invoice, as well as for registration and supplies for application of chemical materials.
- 722000**      **Transportation & Travel** (\$500) is recommended unchanged for registration fees and meals associated with landscaping and grounds maintenance seminars, as well as for training for various certifications.

### FIXED ASSETS

- 740300**      **Equipment/Furniture** (\$0) is recommended reduced. A new riding mower was acquired in FY 19-20.

**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **GROUNDS  
 MAINTENANCE (01360)**  
 Function: **General**  
 Activity: **Property Management**  
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3830	Grounds/Flood Control Maintenance Supervisor	1.0	-	1.0	-	-	-	
3834	Grounds/Flood Control Maintenance Worker I							
3835	Grounds/Flood Control Maintenance Worker II	4.0	3.0	4.0	3.0	-	-	
3836	Senior Grounds/Flood Control Maintenance Worker	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<b>6.0</b>	<b>3.0</b>	<b>6.0</b>	<b>3.0</b>	<b>-</b>	<b>-</b>	

**NOTES:**

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: UTILITIES  
 (01700)  
 Function: General  
 Activity: Property Management  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
722100 Utilities	689,150	689,150	832,597	832,597
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>689,150</b>	<b>689,150</b>	<b>832,597</b>	<b>832,597</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>689,150</u></b>	<b><u>689,150</u></b>	<b><u>832,597</u></b>	<b><u>832,597</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>689,150</u></b>	<b><u>689,150</u></b>	<b><u>832,597</u></b>	<b><u>832,597</u></b>

## UTILITIES

### COMMENTS

This budget provides for gas, electric, sewer, water and refuse disposal services to all County facilities, except Fire Stations, Libraries, Road Department facilities, Refuse Disposal sites, Central Garage, Department of Corrections, Juvenile Hall, Department of Social Services, Sheriff's Department facilities, and Parks.

### SERVICES & SUPPLIES

**722100**      **Utilities** (\$832,597) is recommended increased \$143,447 due to increases in PG&E rates, as well as new facility costs for the Oakhurst Government Center and build out of the Gov't Center third floor. The Public Works budget is allocated approximately 7.25% of the utility costs related to the Government Center. Utility costs for the Government Center are partially offset by the solar energy project.

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **AUDITOR-CONTROLLER  
(00310)**  
Function: **General**  
Activity: **Finance**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
660101 Property Tax Admin Fee	25,000	25,000	25,000	25,000
660300 Audit/Acctg Fees	452,252	452,252	452,252	452,252
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>477,252</b>	<b>477,252</b>	<b>477,252</b>	<b>477,252</b>
MISCELLANEOUS REVENUE				
662801 Interfund	143,003	143,003	17,000	17,000
670000 Intrafund	101,548	101,548	0	0
673000 Miscellaneous	12,000	12,000	16,000	16,000
680200 Operating Transfers In	0	0	94,000	94,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>256,551</b>	<b>256,551</b>	<b>127,000</b>	<b>127,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>733,803</u></b>	<b><u>733,803</u></b>	<b><u>604,252</u></b>	<b><u>604,252</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,562,994	1,562,994	1,512,664	1,512,664
710103 Temporary Salaries	89,137	89,137	86,131	86,131
710105 Overtime	4,000	4,000	2,000	2,000
710200 Retirement	547,646	547,646	558,909	558,909
710300 Health Insurance	224,113	224,113	217,141	217,141
710400 Workers' Compensation Insurance	36,356	36,356	31,811	31,811
710500 Other Benefits	1,200	1,200	1,200	1,200
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>2,465,446</b>	<b>2,465,446</b>	<b>2,409,856</b>	<b>2,409,856</b>
SERVICES & SUPPLIES				
720300 Communications	3,800	3,800	3,800	3,800
720600 Insurance	1,275	1,275	1,449	1,449
720800 Maintenance - Equipment	1,800	1,800	1,800	1,800
721100 Memberships	5,490	5,490	5,490	5,490
721300 Office Expense	32,000	32,000	32,000	32,000

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: AUDITOR-CONTROLLER  
 (00310)  
 Function: General  
 Activity: Finance  
 Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES (continued)				
721400 Professional & Specialized Expense	120,500	120,500	150,500	150,500
721600 Rents & Leases - Equipment	11,600	11,600	11,600	11,600
721900 Special Departmental Expense	3,200	3,200	3,200	3,200
722000 Transportation & Travel	43,200	43,200	29,675	29,675
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>222,865</b>	<b>222,865</b>	<b>239,514</b>	<b>239,514</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>2,688,311</u></b>	<b><u>2,688,311</u></b>	<b><u>2,649,370</u></b>	<b><u>2,649,370</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>1,954,508</u></b>	<b><u>1,954,508</u></b>	<b><u>2,045,118</u></b>	<b><u>2,045,118</u></b>

## AUDITOR-CONTROLLER

### COMMENTS

The Auditor-Controller is the Chief Accounting and Disbursing Officer of the County. The Department maintains the accounting records of County government, school districts, and most special districts; tabulates assessed valuation of property; compiles tax rates of local government; prepares the tax roll; controls accounts for current and delinquent taxes; apportions taxes to various local governments; allows or rejects claims on the County Treasury; issues checks; maintains property inventory records; gives financial advice to the County; processes accounts receivable and billings, and prepares documents for the Comprehensive Annual Financial Statements.

### WORKLOAD

	<u>Actual</u> <u>2018-19</u>	<u>Estimated</u> <u>2019-20</u>	<u>Projected</u> <u>2020-21</u>
Accounts Payable Transactions	52,000	52,500	53,000
Auditor Warrants	17,849	16,700	15,000
Auditor AP EFTs	1,235	4,500	8,000
Payroll Warrants	2,619	2,602	2,614
Payroll EFTs	16,001	16,102	16,175
Journal Entries	44,043	42,000	43,000
Cash Receipts	2,853	3,000	3,500
Bond Rates Calculated	16	20	21

### ESTIMATED REVENUES

- 660101**      **Property Tax Admin Fee** (\$25,000) is recommended unchanged based on current year projections.
- 660300**      **Audit/Accounting Fees** (\$452,252) is recommended unchanged based on current year projections. This revenue represents reimbursements received by the department for performing auditing and accounting services to other entities, such as LAFCO, the Courts, First 5 and other funds.
- 662801**      **Interfund Revenues** (\$17,000) is recommended based on projected direct charges for providing accounting services to county maintenance districts and service areas.
- 673000**      **Miscellaneous** (\$16,000) is recommended increased by \$4,000 based on current year projections. This revenue represents incentives for timely payments.
- 680200**      **Operating Transfers In** (\$94,000) is recommended based on projected funding from Coronavirus Relief Fund for staff time.

## AUDITOR-CONTROLLER

### **SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$1,512,664) are recommended decreased \$50,330 based on cost of recommended staff.
- 710103**      **Extra Help** (\$86,131) is recommended decreased \$3,006 based on extra help staffing.
- 710105**      **Overtime** (\$2,000) is recommended decreased \$2,000 based on actual costs to cover payroll deadlines.
- 710200**      **Retirement** (\$558,909) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$217,141) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$31,811) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### **SERVICES & SUPPLIES**

- 720300**      **Communications** (\$3,800) is recommended unchanged based on actual costs.
- 720600**      **Insurance** (\$1,449) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$1,800) is recommended unchanged based on actual costs for maintenance of copiers and printers.
- 721100**      **Memberships** (\$5,490) is recommended unchanged for the following memberships: County Auditors' Association (\$450), CPA license for the Auditor-Controller staff (\$750), CPA Education Requirements (\$1,965), CFE license for Auditor-Controller staff (\$225), CIA Certification for Internal-Audit staff (\$240), Institute of Internal Auditors (\$465), Government Finance Officers Association (\$840), Survey Monkey for Auditor-Controller/Internal-Audit staff (\$396), PMI Project Management (\$159).
- 721300**      **Office Expense** (\$32,000) is recommended unchanged for computer equipment, printed forms, Central Duplicating costs, general office supplies, computer supplies, and subscriptions.



**SERVICES & SUPPLIES (continued)**

- 721400**      **Professional & Specialized Services** (\$150,500) is recommended increased \$30,000 for the following expenditures:
- |           |  |
|-----------|--|
| \$ 40,000 | Multi-year consultant contract for property tax admin fee, Cost Allocation Plan and SB90 claims. |
| 20,000    | Bartel Associates – actuarial services on the County’s Retiree Healthcare Plan.                  |
| 10,000    | Annual updates for BNA depreciation and Pfx Engagement software.                                 |
| 40,000    | Central Square consulting services for ERP system.   |
| 10,500    | Central Square University – Enterprise Learning Plan   |
| 15,000    | One-time set up fee for lease software to comply with GASB 87.                                   |
| 15,000    | Annual subscription to lease software to comply with GASB 87.                                    |
- 
- 721600**      **Rents & Leases - Equipment** (\$11,60) is recommended unchanged based on actual costs for the copy machine lease and interactive whiteboard.
- 
- 721900**      **Special Departmental Expense** (\$3,200) is recommended unchanged for GFOA Award submission fee, Continuing Professional Education (CPE) training and subscription service for Certified Public Accountants and Certified Fraud Examiner
- 
- 722000**      **Transportation & Travel** (\$29,675) is recommended decreased for training, conferences and travel for MegaByte on the Property Tax System, Property Tax Managers’ Conference, GFOA Conference, training and conference by Superior on the accounting system, State Association of County Auditors’ Conference, Institute of Internal Auditors training for internal audit staff, and training for professional staff related to audit guidelines and accounting standards.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **AUDITOR-CONTROLLER  
(00310)**  
Function: **General**  
Activity: **Finance**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3201	Accountant-Auditor I or							
3202	Accountant-Auditor II	6.0	-	4.0		(2.0)	-	A
3203	Senior Accountant-Auditor			2.0		2.0	-	A
3349	Accounting Technician I or							
3354	Accounting Technician II							
3353	Senior Accounting Technician	4.0	-	4.0	-	-	-	
3120	Assistant Auditor-Controller	1.0	-	1.0	-	-	-	
1002	Auditor-Controller	1.0	-	1.0	-	-	-	
4107	Chief Accountant-Auditor	4.0	-	4.0	-	-	-	
4105	Chief Internal Auditor	1.0	-	1.0	-	-	-	
3313	General Accounting Supervisor	-	1.0	-	1.0	-	-	
3533	Office Assistant I or							
3534	Office Assistant II or							
3601	Account Clerk I or							
3602	Account Clerk II	1.0	3.0	1.0	3.0	-	-	
3355	Payroll Technician	1.0	-	1.0	-	-	-	
3312	Payroll Supervisor	1.0	-	1.0	-	-	-	
3139	Supervising Accountant-Auditor or Property Tax Manager	-	-	-	-	-	-	
<b>TOTAL</b>		<b>20.0</b>	<b>4.0</b>	<b>20.0</b>	<b>4.0</b>	<b>-</b>	<b>-</b>	

**NOTES:**

A Two (2) Accountant-Auditor I/II positions have been deleted to offset two (2) Senior Accountant-Auditor positions

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **ASSESSOR  
(00400)**  
Function: **General**  
Activity: **Finance**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
<b>CHARGES FOR CURRENT SERVICES</b>				
660100 Assessment/Tax Collection Fees	475,000	475,000	475,000	475,000
660103 Property Characteristics Fee	12,000	12,000	12,000	12,000
662700 Other Charges for Services	750	750	750	750
662804 LAFCO-Reimb for County Services	0	0	0	0
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>487,750</b>	<b>487,750</b>	<b>487,750</b>	<b>487,750</b>
<b>OTHER FINANCING SOURCES</b>				
680200 Operating Transfer In	0	0	37,575	37,575
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>0</b>	<b>0</b>	<b>37,575</b>	<b>37,575</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>487,750</u></b>	<b><u>487,750</u></b>	<b><u>525,325</u></b>	<b><u>525,325</u></b>
<b><u>EXPENDITURES:</u></b>				
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	1,567,764	1,567,764	1,501,623	1,501,623
710103 Extra Help	36,000	36,000	36,000	36,000
710200 Retirement	539,853	539,853	548,123	548,123
710300 Health Insurance	231,478	231,478	226,078	226,078
710400 Workers' Compensation Insurance	17,594	17,594	15,395	15,395
710500 Other Benefits	1,200	1,200	0	0
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>2,393,889</b>	<b>2,393,889</b>	<b>2,327,219</b>	<b>2,327,219</b>
<b>SERVICES &amp; SUPPLIES</b>				
720300 Communications	2,000	2,000	1,300	1,300
720600 Insurance	1,572	1,572	1,787	1,787
720800 Maintenance - Equipment	1,400	1,400	1,400	1,400
721100 Memberships	1,300	1,300	690	690
721300 Office Expense	22,000	22,000	15,000	15,000
721400 Professional & Specialized Services	100,000	100,000	30,000	30,000

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: ASSESSOR  
(00400)  
Function: General  
Activity: Finance  
Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES (continued)				
721600 Rents & Leases - Equipment	21,500	21,500	24,000	24,000
722000 Transportation & Travel	25,000	25,000	15,000	15,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>174,772</b>	<b>174,772</b>	<b>89,177</b>	<b>89,177</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>2,568,661</u></b>	<b><u>2,568,661</u></b>	<b><u>2,416,396</u></b>	<b><u>2,416,396</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>2,080,911</u></b>	<b><u>2,080,911</u></b>	<b><u>1,891,071</u></b>	<b><u>1,891,071</u></b>

**COMMENTS:**

The County Assessor is charged, in accordance with State law, with the responsibility of assessing all real and personal property in the County, except for public utility property which is assessed by the State Board of Equalization. An assessment roll is produced each year listing the property, owner, location, description, and assessed value.

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**ASSESSOR**

**WORKLOAD**

	<b><u>Actual 2018-19</u></b>	<b><u>Estimated 2019-20</u></b>	<b><u>Projected 2020-21</u></b>
Secured Roll Assessments	59,475	61,400	62,000
Unsecured Roll Assessments	4,159	3,250	3,330
Supplemental Roll Assessments	3,902	3,000	3,000
Deeds Processed	7,610	5,000	5,000
Parcel Splits	588	974	750
Exemptions (Veteran, Religious, Welfare)	3,532	3,090	3,100
Homeowner Exemptions Processed	1,582	1,500	2,000
Map Pages Changed	249	148	175
Map Sales	358	475	450
Mandatory Audits Accomplished	28	28	28
Non-Mandatory Audits Accomplished	9	6	12
Ag Preserve & Farmland Security Zone Parcels	4,147	4,320	4,350
Airplanes Assessed	126	135	140
Boats Assessed	724	759	760
Business Statements	2,806	2,856	2,900
Farm Statements	1,725	1,720	1,800
Address Changes	303	900	500
Building Permits (New Construction)	1,231	1,000	1,500
Board Order Changes Processed	2,021	1,000	1,000
Letters of Changed Value Mailed	2,021	1,000	1,000
Supplemental Notices Mailed	3,902	7,500	5,000
Appraiser Parcel Visits	0	24	180
Assessment Appeals	66	35	40
Assessed Value Notices	19,289	20,000	20,000
Agricultural Insert to Property Statement*			
Agricultural Preserve Questionnaire	4,200	4,320	4,350
Mobile Homes (Secured/Unsecured)	2,019	1,925	2,004
State Board of Equalization Tax Rate Area Changes	3	3	3
Acreage Changes	43	35	40
Proposition 8 Declines in Value	6,463	5,900	5,300

\*No longer sent due to Online Business Property Filing

**ESTIMATED REVENUES**

- 660100**      **Assessment/Tax Collection Fees** (\$475,000) is recommended unchanged based on the anticipated assessment roll.
- 660103**      **Property Characteristics Fee** (\$12,000) is recommended unchanged based on anticipated revenue from assessment data sales.
- 662704**      **Copies** (\$750) is recommended unchanged based past trends.
- 680200**      **Operating Transfer In** (\$37,575) is recommended based on the projected costs expected to be reimbursable out of the CARES Act – Coronavirus Relief Fund (CRF) revenue.

**SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$1,501,623) is recommended decreased \$191,417 inclusive of the cost of recommended staff and potential promotions by competitive standards during the fiscal year, also with adjustments as identified.
- 710103**      **Extra Help** (\$36,000) is recommended decreased \$18,160 for commercial appraisal personnel to assist during the roll turn period and in anticipation of additional assistance if the Split Roll initiative passes in the November election.
- 710200**      **Retirement** (\$548,123) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System with personnel adjustments.
- 710300**      **Health Insurance** (\$226,078) is based on the employer’s share of health insurance premiums with personnel adjustments.
- 710400**      **Workers’ Compensation** (\$15,395) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

**SERVICES & SUPPLIES**

- 720300**      **Communications** (\$1,300) is recommended unchanged based on current and projected expenditures for service and equipment for telephone usage.
- 720600**      **Insurance** (\$1,787) reflects the Department’s contribution to the County’s Self-Insured Liability Program.

**SERVICES & SUPPLIES (continued)**

- 720800**      **Maintenance - Equipment** (\$1,400) is recommended unchanged in case of potential telephone relocations, break room appliance repairs, and repairs to miscellaneous equipment.
- 721100**      **Memberships** (\$690) is recommended unchanged for membership in the California Assessors' Association which includes the related employee associations.
- 721300**      **Office Expense** (\$15,000) is recommended for office expenses which include:
- \$3,410      Marshall-Swift Commercial Valuation Library for the cost guide required for Assessors to be used by appraisal staff.
  - 420          MLS Access
  - 6,600      Real Estate Research Corp. and Loop Net for special valuation research.
  - 175          NADA Reference Guide for Mobile home valuations and vessels.
  - 175          Aircraft Bluebook CD to determine aircraft valuation.
  - 4,000      Xante/Enpress for CASS mailing address certification
- 721400**      **Professional & Specialized Services** (\$30,000) is recommended decreased \$70,000 to cover the legal fees related to appeals, legal services, and other services. This account provides the following expenditures:
- \$ 3,260      Megabyte Online Business Property Statement filing for annual business reporting.
  - 3,000      Property Statement Letters and Ag Questionnaires for printing, collating, processing and mailing.
  - 1,300      Agreement for Petroleum and Geothermal Property Sales Study with Harold Bertholf, Inc.
  - 750          Software License for receipt of imaged documents from the Recorder's Office.
  - 4,000      Standard Data Record (SDR) Viewer Madera County's share of cost in SDR (Standard Data Record) for large businesses, as well as the County's share of online filing of standard forms.
  - 18,000      Cota Cole & Huber – Maintain minimum access to legal advice for the Assessor's office.
- 721600**      **Rents & Leases - Equipment** (\$24,000) is recommended increased \$2,500 for leasing vehicles from Central Garage for approximately 10,000 miles, and for the lease of the department's network copiers and production printers (\$18,000).
- 722000**      **Transportation & Travel** (\$15,000) is recommended decreased \$10,000 based on current and anticipated costs for State-required travel, training, and trips for the Assessor and staff, including mileage reimbursement for Department staff.



**Additional Information Regarding the Proposed Assessor Compensation:**

The proposal regarding the Assessor's Compensation is based on an agreement with the Board covering the period January 1, 2021 through December 31, 2022. The amount of compensation is \$8,000 per month with no allowance for PERS Retirement and no Medical Insurance coverage. The County would provide for FICA and WC and pay the premium for Group Life Insurance. This would allow a substantial savings for the County, have the properly elected official serve as the Assessor, and adhere to the 960 hours (currently suspended by the governor) annually allowed by PERS for retired annuitants. This would not effect the salary or benefit package available for the next properly elected Assessor, but it would avoid the scramble to fill the position temporarily and the expense that would involve.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **ASSESSOR  
(00400)**  
Function: **General**  
Activity: **Finance**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3141	Appraiser I or							
3142	Appraiser II or							
3143	Appraiser III	8.0	4.0	8.0	4.0	-	-	
3611	Assessment Clerk I or							
3612	Assessment Clerk II or							
3613	Assessment Technician	7.0	4.0	8.0	3.0	1.0	(1.0)	A
1001	Assessor	1.0	-	1.0	-	-	-	
3144	Auditor-Appraiser I or							
3145	Auditor-Appraiser II or							
3146	Auditor- Appraiser III	2.0	-	2.0	-	-	-	
3301	Cadastral Drafting Technician I or							
3302	Cadastral Drafting Technician II	-	1.0	-	1.0	-	-	
3533	Office Assistant I or							
3534	Office Assistant II	2.0	-	1.0	-	(1.0)	-	B
3323	Senior Cadastral Drafting Technician	1.0	-	1.0	-	-	-	
3147	Supervising Appraiser	1.0	1.0	1.0	-	-	(1.0)	C
4123	Deputy Assessor - Appraisal Support Operations	1.0	-	1.0	-	-	-	
4124	Deputy Assessor - Real Property	1.0	-	1.0	-	-	-	
4125	Deputy Assessor - Business & Personal Property	1.0	-	1.0	-	-	-	
3611	Assessment Clerk I/II or Assessment Technician							
3613	or Assessment Technician							
3536	or Assessment Analyst	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<b>26.0</b>	<b>10.0</b>	<b>26.0</b>	<b>8.0</b>	<b>-</b>	<b>(2.0)</b>	

**NOTES:**

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **ASSESSOR  
(00400)**  
Function: **General**  
Activity: **Finance**  
Fund: **General**

	<b>2019-20 Authorized <u>Positions</u></b>	<b>2020-21 Proposed <u>Positions</u></b>	<b>Y-O-Y Changes <u>in Positions</u></b>
<b>A</b>	Funding of one (1) unfunded Assessment Clerk I/II or Assessment Technician		
<b>B</b>	Deleting one (1) Office Assistant I/II position		
<b>C</b>	Deleting one (1) unfunded Supervising Appraiser position		

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: ASSESSOR  
 (00411)  
 Function: General  
 Activity: Finance  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
654535 ST - Grant Revenue	0	0	833,287	833,287
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>0</b>	<b>0</b>	<b>833,287</b>	<b>833,287</b>
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	0	203,633	203,633
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>0</b>	<b>0</b>	<b>203,633</b>	<b>203,633</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>1,036,920</u></b>	<b><u>1,036,920</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710105 Overtime	0	0	28,400	28,400
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>0</b>	<b>0</b>	<b>28,400</b>	<b>28,400</b>
721400 Professional & Specialized Services	0	0	1,211,661	1,211,661
722000 Transportation & Travel	0	0	10,000	10,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>0</b>	<b>0</b>	<b>1,221,661</b>	<b>1,221,661</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>1,250,061</u></b>	<b><u>1,250,061</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>213,141</u></b>	<b><u>213,141</u></b>

## ASSESSOR - GIS LAYER REDRAW

### COMMENTS:

This budget is established to process the revenue from the State Supplementation for County Assessor's and funds from other departments to fund redrawing the GIS parcel layer and aligning the other layers to the newly aligned layer. It also includes funds from the grant to provide training to appraisal staff if the split roll initiative is passed.

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## ASSESSOR - GIS LAYER REDRAW

### ESTIMATED REVENUES

**654535**      **State – Grant Revenue** (\$833,287) is recommended for funding projects authorized by the State Supplementation for County Assessor’s Program to fund GIS Parcel Fabric creation, training in new GIS programs and training for Assessor’s appraisal staff. These grant funds require a 2:1 match from the County.

**680200**      **Operating Transfer In** (\$203,633) is recommended for the County match provided by Community & Economic Development.

### SALARIES & EMPLOYEE BENEFITS

**710105**      **Overtime** (\$28,400) is recommended to complete work backlog due to staff training.

### SERVICES & SUPPLIES

**721400**      **Professional & Specialized Services** (\$1,211,661) is recommended to develop a new Parcel Fabric GIS layer, align existing layers and create Assessor’s Maps in the GIS system.

**722000**      **Transportation & Travel** (\$10,000) is recommended based on anticipated costs for additional staff training for the possible split roll on the November ballot.

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**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: TAX COLLECTOR  
(00510)  
Function: General  
Activity: Finance  
Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
<b>TAXES</b>				
610901 Hotel & Motel Tax	64,000	64,000	63,000	63,000
<b>TOTAL TAXES</b>	<b>64,000</b>	<b>64,000</b>	<b>63,000</b>	<b>63,000</b>
<b>LICENSES, PERMITS &amp; FRANCHISES</b>				
620200 Business Licenses	110,000	110,000	88,000	88,000
<b>TOTAL LICENSES, PERMITS &amp; FRANCHISES</b>	<b>110,000</b>	<b>110,000</b>	<b>88,000</b>	<b>88,000</b>
<b>FINES, FORFEITURES &amp; PENALTIES</b>				
630401 Cost of Tax Collection	105,000	105,000	106,000	106,000
630402 Redemption Fees	13,000	13,000	15,400	15,400
<b>TOTAL FINES, FORFEITURES &amp; PENALTIES</b>	<b>118,000</b>	<b>118,000</b>	<b>121,400</b>	<b>121,400</b>
<b>CHARGES FOR CURRENT SERVICES</b>				
660100 Assessment/Tax Collection Fees	205,000	205,000	150,000	150,000
660101 Property Tax Admin Fee	30,000	30,000	80,000	80,000
660102 Supplemental Tax Fee	140,000	140,000	275,000	275,000
660231 Spec Assessmt - Bus Imprv Dst	20,000	20,000	41,000	41,000
662704 Copies	500	500	500	500
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>395,500</b>	<b>395,500</b>	<b>546,500</b>	<b>546,500</b>

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **TAX COLLECTOR  
(00510)**  
Function: **General**  
Activity: **Finance**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	3,000	3,000	3,000	3,000
673100 Unclaimed Money	0	0	5,000	5,000
673700 Cash Overage	0	0	1,000	1,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>3,000</b>	<b>3,000</b>	<b>9,000</b>	<b>9,000</b>
OTHER FINANCING SOURCES				
680200 Operating Transfers In	136,104	136,104	118,281	118,281
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>136,104</b>	<b>136,104</b>	<b>118,281</b>	<b>118,281</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>826,604</u></b>	<b><u>826,604</u></b>	<b><u>946,181</u></b>	<b><u>946,181</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	446,422	446,422	504,492	504,492
710103 Extra Help	97,902	97,902	102,335	102,335
710200 Retirement	154,471	154,471	196,067	196,067
710300 Health Insurance	84,876	84,876	104,565	104,565
710400 Workers' Compensation Insurance	3,280	3,280	3,303	3,303
710500 Other Benefits	600	600	600	600
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>787,551</b>	<b>787,551</b>	<b>911,361</b>	<b>911,361</b>

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **TAX COLLECTOR  
(00510)**  
Function: **General**  
Activity: **Finance**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES				
720300 Communications	2,000	2,000	3,000	3,000
720600 Insurance	295	295	287	287
720800 Maintenance - Equipment	10,000	10,000	2,000	2,000
721100 Memberships	300	300	420	420
721201 Cash Shortages	0	0	1,000	1,000
721300 Office Expense	30,000	30,000	25,000	25,000
721400 Professional & Specialized Services	143,390	143,390	122,000	122,000
721426 Software Maintenance	0	0	12,950	12,950
721500 Publications & Legal Notices	14,000	14,000	16,000	16,000
721600 Rents & Leases-Equipment	17,000	17,000	18,000	18,000
722000 Transportation & Travel	10,000	10,000	9,500	9,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>226,985</b>	<b>226,985</b>	<b>210,157</b>	<b>210,157</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>1,014,536</u></b>	<b><u>1,014,536</u></b>	<b><u>1,121,518</u></b>	<b><u>1,121,518</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>187,932</u></b>	<b><u>187,932</u></b>	<b><u>175,337</u></b>	<b><u>175,337</u></b>

**TAX COLLECTOR**

**COMMENTS**

The Tax Collector’s office provides billing and collects Secured, Supplemental, Corrected and Unsecured Property Taxes. This includes collections for County Government, School Districts, and most Special Districts included, but not limited to, direct charges by other agencies. The Tax Collector office conducts an annual defaulted Property Tax Sale and prepares and collects Business License renewal fees. Transient Occupancy Tax (TOT) and the Tourism Business Improvement District (TBID) tax is also collected and supported by the Madera County Tax Collector’s office. The Tax Collector’s office assists the Madera County taxpayers with the payment process through direct communication over the phone and at the tax counter during regular business hours, as well as through electronic mediums 24 hours a day.

**WORKLOAD**

	<b><u>Actual</u></b> <b><u>2018-19</u></b>	<b><u>Estimated</u></b> <b><u>2019-20</u></b>	<b><u>Projected</u></b> <b><u>2020-21</u></b>
<b><u>TAX COLLECTOR</u></b>			
Transient Occupancy Tax Billing Statements (Quarterly)	1,688	2,100	2,300
Business Improvement District Billing Statements (Quarterly)	1,688	2,100	2,300
New Business License Processed	714	802	825
Business License Renewals	3,880	3,900	4,000
Secured Tax Statements	58,548	59,502	62,000
Current Secured Reminders	4,137	3,834	3,700
Delinquent Secured Bills	5,449	5,035	4,700
Unsecured Tax Statements	2,783	2,773	2,750
Supplemental Tax Statements	7,748	8,500	9,000
Notice of Impending Powers to Sell	92	112	100
Parcels Redeemed	57	45	50
Parcels Published for Sale	26	49	50
Parcels Sold	14	25	32
Annual Unsecured Lien Notices	697	596	495
Unsecured Liens Active	3,336	3,280	3,100
Mobile Home Tax Clearances	130	125	130
Returned Items	90	110	115
Refunds	744	754	820
Active 4–Pay Part Pay Payment Plans – All Other	36	70	95

**TAX COLLECTOR**

**WORKLOAD (continued)**

	<b><u>Actual</u></b> <b><u>2018-19</u></b>	<b><u>Estimated</u></b> <b><u>2019-20</u></b>	<b><u>Projected</u></b> <b><u>2020-21</u></b>
<b><u>TAX COLLECTOR (continued)</u></b>			
Active 5–pay Payment Plans – Secured Taxes	167	190	210
Check21 check processing	37,798	45,000	48,000
Phone Calls-Incoming	13,085	14,500	15,300
Credit Card & E–Check Transactions	7,916	8,000	8,300

**ESTIMATED REVENUES**

**610901**      **Hotel & Motel Tax** (\$63,000) is a recommended decrease of \$1,000 based on the projected administrative cost of collecting these taxes including billing, processing invoices, collection, posting and reconciliation of payments. The original FY 2020-2021 projection prior to COVID-19 was \$84,000 this amount was reduced by 25% to reflect Administration’s forecasted reduction in TOT due to the continuous unknown financial impacts of COVID-19.

**620200**      **Business Licenses** (\$88,000) is a recommended decrease of \$22,000 based on the projected reimbursements in the current fiscal year and includes fees collected for business license activities. Although, additional staff time is required due to the increased number of new business licenses being processed and data conversion with POSSE (the new web based business license renewal platform), the overall decrease is due to the shared reimbursable administrative cost for all business license renewal activities performed by the Tax Collector’s office as well as the unknown financial impacts that our local businesses may have as a result of COVID-19.

**630401**      **Cost of Tax Collection** (\$106,000) is a recommended increase of \$1,000 based on current fiscal year projections and includes all prior secured and prior supplemental secured fees collected.

**630402**      **Redemption Fees** (\$15,400) is a recommended increase of \$2,400 based on current fiscal year projections and is collected from delinquent tax payments. The State required redemption fee collected per parcel includes \$1.50 that is passed to the State Controller’s Office.

**ESTIMATED REVENUES (continued)**

- 660100**      **Assessment/Tax Collection Fees** (\$150,000) is a recommended decrease of \$55,000 based on current fiscal year projections of actual reimbursable costs for Tax collection fees collected. These fees are for tax sale activities including publication costs, set-up and visiting fee for tax sale parcels, party of interest searches, non-sufficient fund (NSF) admin fee, semi-annual secured reminder notices, annual unsecured reminder notices, and prior secured billing for delinquent reminder notices.
- 660101**      **Property Tax Admin Fee (R&T 95.3)** (\$80,000) is a recommended increase of \$50,000 based on current fiscal year projections. This revenue reflects the Tax Collector's share of reimbursable costs that are shared among two other departments. Reimbursable costs include the cost of assessing, collecting, and apportioning property taxes.
- 660102**      **Supplemental Tax Fee (R&T 75.70 & 100.2)** (\$275,000) is a recommended increase of \$135,000 based on current fiscal year projections and reflects revenue received for processing supplemental tax bills. The increase includes the projected new housing developments within Madera County such as Aspire at Riverbend, Mesa Pointe II, Littrel Homes, Kaufman & Broad, Riverstone, and Tesoro Viejo.
- 660231**      **Special Assessment – Business Improvement District** (\$41,000) is a recommended increase of \$21,000 based on the revenues received to offset the departmental cost of collecting the Tourism Business Improvement District (TBID) tax. Collected costs are based on the Administrative rate provided by the Auditor-Controller. Revenue collected is based on 2% of the Tourism Business Improvement District (TBID).
- 662704**      **Copies** (\$500) is recommended unchanged based on current fiscal year projections.
- 673000**      **Miscellaneous Revenue** (\$3,000) is recommended unchanged based on current fiscal year projections and included non-sufficient fund (NSF) fees.
- 673100**      **Unclaimed Money** (\$5,000) is a recommended increase of \$5,000 as this account had not been previously budgeted. This fund will be used for any unclaimed revenues received from the State Controller's Office and will be used to offset the cost of Capital Projects.

**ESTIMATED REVENUES (continued)**

- 673700**      **Cash Overage** (\$1,000) is a recommended increase of \$1,000 as this account had not been previously budgeted. This fund will be used as a cash difference fund for unidentified overages pursuant to Government Code Section 29370-29390.1, Revenue and Taxation Code Section 2611.5 and Madera County Resolution 91-251. When the amount paid to the County on any tax exceeds the total amount due, and the excess does not exceed twenty dollars (\$20), then the excess amount may be deposited into this account.
- 680200**      **Operating Transfer In** (\$118,281) is a recommended decrease of \$17,800 based on projected reimbursement of staff costs from the Delinquent Tax Recovery Fund for activities related to the annual tax sale of delinquent properties. Staff costs includes one Full Time Equivalent Property Tax and Sales Assistant and one Extra Help employee.

**SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$504,492) is a recommended increase of \$58,000 based on maintaining current staffing allocations as well as cost of living increases and step/longevity increases. This amount also includes reclassification of a Program Assistant I/II to an Accounting Technician I/II.
- 710103**      **Extra Help** (\$102,335) is a recommended increase of \$4,400 based on the need for clerical help during peak tax collection periods assisting with tax collections, processing tax payments, recording 4-pay/5-pay collections, maintaining payment plan agreements, credit card processing; as well as, providing staff support on various projects. Other designated Extra Help positions will continue to assist with the backlog of unsecured collections and to check the validity of annual unsecured billings. The costs will be assessed to the delinquent tax bill and recovered through payment. This includes costs associated with the annual tax defaulted property tax sale, for which a minimum of \$55,000 will be recovered from the tax sale excess proceeds trust fund and a portion will also be recovered through the increase in collections from extensive collection efforts such as bank levies, till taps and the tax intercept program.
- 710200**      **Retirement** (\$196,067) is a recommended increase of \$41,600 based on the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$104,565) is a recommended increase of \$19,700 based on the employer's share of health insurance premiums. The increase is due to a larger number of permanent staff and a redistribution of workforce.

**SALARIES & EMPLOYEE BENEFITS (continued)**

- 710400**      **Workers' Compensation** (\$3,303) is recommended unchanged based on the Department's contribution to the County's Self-Insurance Internal Service Fund. This amount reflects the Tax Collector division share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 710500**      **Other Benefits** (\$600) is recommended unchanged based on Elected Official expense. This amount reflects the Tax Collector division share. The overall cost is split between the Treasurer and Tax Collector budgets.

**SERVICES & SUPPLIES**

- 720300**      **Communications** (\$3,000) is a recommended increase of \$1,000 due to three additional mobile phone lines from Verizon for the Department's emergency response team and includes \$1,035 for telephone services and maintenance from Central Cal Communication. This amount reflects the Tax Collector division share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 720600**      **Insurance** (\$287) reflects the Department's contribution to the County's Self-Insured Liability Program. This amount reflects the Tax Collector division share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 720800**      **Maintenance – Equipment** (\$2,000) is recommended unchanged based on expenditures for the maintenance of the Ricoh copier and the folding machine.
- 721100**      **Memberships** (\$420) is a recommended an increase of \$70 for memberships in the California Association of County Treasurers and Tax Collectors (CACTTC) and California Municipal Treasurers Association (CMTA). The memberships are for the Treasurer-Tax Collector and designated staff. This amount reflects the Tax Collector division share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 721201**      **Cash Shortage** (\$1,000) is a recommended increase of \$1,000 as this account had not been previously budgeted. This fund will be used as a cash difference fund for unidentified shortages pursuant to Government Code Section 29370-29390.1, Revenue and Taxation Code Section 2611.5 and Madera County Resolution 91-251. This fund is used to increase the amount tendered to the County for the payment of any tax, assessment, penalty, cost or



**SERVICES & SUPPLIES (continued)**

interest when the amount paid to the County is short the total amount due, and that amount does not exceed twenty dollars (\$20), then the shortage amount may be withdrawn from this account.

**721300** **Office Expense** (\$25,000) is recommended decrease of \$5,000 based on the current year’s forecasted expenditures. These expenditures include: printer supplies, general office supplies, general office furniture, forms, paid and date stamps, increase in tax bill printing, and envelopes. This amount includes funding for office equipment replacements such as calculators, and battery/surge protectors.

**721400** **Professional & Specialized Services** (\$122,000) is a recommended decrease of \$21,390 based on current expenditures. This decrease is due to the one-time purchase of the Megabyte TOT / BID Module in fiscal year 2019-20. All tax sale related costs including party of interest searches performed by First Corporate Solutions and the online tax sale platform hosted by Bid4Assets, estimated at \$43,000, are recoverable from redemptions and excess proceeds from parcels listed and sold.

<u>Tax Collector</u>	<u>Recommended</u>
Host Compliance (Hotel/Motel)	39,000
Presort – printing and mailing tax bills	<u>40,000</u>
Subtotal:	<b>79,000</b>
 <u>Tax Sale (All Recoverable)</u>	
First Corporate Solutions (Tax Sale)	30,000
Bid4Assets (Tax Sale)	<u>13,000</u>
Subtotal:	<b>43,000</b>
 <b>GRAND TOTAL:</b>	 <b><u>\$122,000</u></b>

**721600** **Software Maintenance** (\$12,950) is a recommended increase of \$12,950 based on cost estimates for Megabyte Public Web Service, Megabyte TOT / BID Module, Megabyte Electronic Recordings, and POSSE Maintenance for

**SERVICES & SUPPLIES (continued)**

business license renewal module. This account did not reflect the software maintenance of these services in prior budget years as they had previously been budgeted in Account 721400 Professional & Specialized Services.

<u>Software Maintenance</u>	<u>Recommended</u>
Megabyte Public Web Service	\$3,350
TOT / BID Module	3,100
Megabyte Electronic Recordings	5,000
POSSE Maintenance	<u>1,500</u>

**GRAND TOTAL: \$12,950**

**721500** **Publications & Legal Notices** (\$16,000) is a recommended increase of \$2,000 based on actual and estimated costs for publications, including the announcement of a Tax Sale, Notice of Power to Sell and Excess Proceeds of properties sold at the tax sale. The tax sale publications are assessed to the defaulted properties and fully recovered when properties are redeemed or sold. Other publications required by law include the notice of property tax due dates and deadlines, delinquent taxpayer announcements, and defaulted tax listing and must be published in a newspaper in the county seat, Madera Tribune and on our County website.

**721600** **Rents & Leases – Equipment** (\$18,000) is a recommended increase of \$1,000 based on cost estimates for the current lease agreement with Ricoh for the office printers.

**722000** **Transportation & Travel** (\$9,500) is a recommended decrease of \$500 to fund required travel for annual conferences, workshops and training for the Treasurer-Tax Collector, management training and new employee training. In 2020, the department hired a total of seven (7) new FTE's. Cost estimates are to reimburse private mileage and expenses for out-of-County travel to attend required continuing education credit seminars, meetings and annual conferences; such as the California Association of County Treasurers and Tax Collectors (CACTTC) annual conference, education conference, and legislative day, California Municipal Treasurers Association (CMTA) annual conference, California State Association of Counties (CSAC) legislative conference, Government Investment Officers Association (GIOA) annual conference, Government Financial Officers Association (GFOA) annual conference,

**SERVICES & SUPPLIES (continued)**

California Public Finance – Bond Buyer annual conference, Megabyte continuous user group training, Megabyte annual user group meetings, Megabyte annual department head meeting, RT/Lawrence user training and Sympro user training. This amount reflects the Tax Collector division share. Many of the overall transportation and travel costs are split between the Treasurer and Tax Collector budgets.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: TAX COLLECTOR  
(00510)  
Function: General  
Activity: Finance  
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I or	-	-	-	-	-	-	
3354	Accounting Technician II	4.0	-	4.75	0.25	0.75	0.25	A, B
3606	Senior Accounting Technician	1.0	-	1.0	-	-	-	
3205	Administrative Analyst I or	-	-	-	-	-	-	
3206	Administrative Analyst II or	1.0	-	1.0	-	-	-	
3209	Senior Administrative Analyst	-	-	-	-	-	-	
3121	Assistant Treasurer-Tax Collector	0.5	-	0.5	-	-	-	
3385	Property Tax and Sales Assistant or	-	-	-	-	-	-	
3386	Senior Property Tax and Sales Assistant	1.0	-	1.0	-	-	-	
1014	Treasurer-Tax Collector	0.5	-	0.5	-	-	-	
3636	Program Assistant I or	-	-	-	-	-	-	
3637	Program Assistant II	1.0	-	-	-	(1.0)	-	A
<b>TOTAL</b>		<b>9.0</b>	<b>-</b>	<b>8.75</b>	<b>0.25</b>	<b>(0.25)</b>	<b>0.25</b>	

**NOTES:**

- A** Reclass Program Assistant I/II to Accounting Technician I/II Flex - position is currently underfilled (pending HR review)
- B** One (1) Accounting Technician I/II is 0.25 in Treasurer 00520 org

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **TREASURER  
(00520)**  
Function: **General**  
Activity: **Finance**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
662723 Services to Other Agencies	1,072,373	1,041,374	1,160,182	1,160,182
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>1,072,373</b>	<b>1,041,374</b>	<b>1,160,182</b>	<b>1,160,182</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>1,072,373</u></b>	<b><u>1,041,374</u></b>	<b><u>1,160,182</u></b>	<b><u>1,160,182</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	501,674	501,675	509,848	509,848
710103 Extra Help	108,437	108,438	113,388	113,388
710200 Retirement	173,589	173,589	194,779	194,779
710300 Health Insurance	99,032	99,032	89,957	89,957
710400 Workers' Compensation Insurance	3,690	3,690	3,303	3,303
710500 Other Benefits	600	600	600	600
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>887,023</b>	<b>887,024</b>	<b>911,875</b>	<b>911,875</b>
SERVICES & SUPPLIES				
720300 Communications	2,000	2,000	3,000	3,000
720600 Insurance	0	0	287	287
720800 Maintenance - Equipment	4,000	4,000	48,200	48,200
721100 Memberships	350	350	420	420
721201 Cash Shortages	0	0	100	100
721300 Office Expense	15,000	15,000	16,000	16,000
721400 Professional & Specialized Services	120,500	120,500	93,900	93,900
721426 Software Maintenance	0	0	26,000	26,000
721600 Rents & Leases-Equipment	2,500	2,500	2,500	2,500

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **TREASURER  
(00520)**  
Function: **General**  
Activity: **Finance**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
722000 Transportation & Travel	10,000	10,000	17,500	17,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>154,350</b>	<b>154,350</b>	<b>207,907</b>	<b>207,907</b>
<b>CAPITAL PROJECTS &amp; FIXED ASSETS</b>				
740100 Capital Projects	30,000	0	20,000	20,000
740301 Fixed Assets	5,000	0	20,400	20,400
<b>TOTAL CAPITAL PROJECTS &amp; FIXED ASSETS</b>	<b>35,000</b>	<b>0</b>	<b>40,400</b>	<b>40,400</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>1,076,373</u></b>	<b><u>1,041,374</u></b>	<b><u>1,160,182</u></b>	<b><u>1,160,182</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>4,000</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## TREASURER

### COMMENTS

The Treasurer serves as the County depository, receiving, safeguarding, maintaining and reconciling all bank accounts, and investing all County, School District, and Special District funds contained in the County's co-mingled pool based on safety, liquidity, and yield. Funds are scheduled to mature to meet the cash flow requirements of these entities. The Treasurer maintains all debt service schedules including, County, School, and any general obligation debt in order to manage all debt service payments. The Treasurer participates in any bond calls, continuing disclosure requirements, and submits the Annual Debt Transparency Reports for the County. The Treasurer also reviews financial documents and provides guidance when the County issues debt.

### WORKLOAD

	<u>Actual</u> <u>2018-19</u>	<u>Estimated</u> <u>2019-20</u>	<u>Projected</u> <u>2020-21</u>
<b><u>TREASURER</u></b>			
Cash Receipts (CR/Permits)	10,580	10,985	11,000
Auditor Warrants (Auditors TNS, ACH/EFT bank accounts)	17,675	15,075	16,000
County Employee Payroll Warrants (direct deposit not included)	2,495	960	1,000
County Welfare Warrants (Welfare), (EBT), (Book)	10,155	11,746	13,000
<b><u>WORK PROGRAM</u></b>			
School Journal Entries (Book)	1,750	920	1,000
Auditor Journal Entries (Book)	1,495	1,510	1,550
Welfare Journal Entries (Book)	315	320	325
Investment Transactions (Sympro)	310	370	450
Bank Transfers (Debt Service), (Wire)	370	460	500
Returns (NSF), (Reversal), (Return Check)	300	295	300
Treasury & Bank Ready Deposits (RD)	2,730	1,795	1,800
Tax Collector Deposits (Deposits), (CR)	250	755	800
Check21 transmissions (checks scanned), (Treasury Cash)	50,530	55,900	58,000

### ESTIMATED REVENUES

**662723** **Services to Other Agencies** (\$1,160,282) is a recommended increase of \$88,000 based on current fiscal year projections and reflects 100% reimbursement from various agencies for performing all treasury-related functions.

**SALARIES & EMPLOYEE BENEFITS**

- 710102     **Permanent Salaries** (\$509,848) is a recommended increase of \$8,100 based on maintaining current staffing allocations as well as cost of living increases and step/longevity increases. This amount also includes reclassification of an Accounting Technician I/II to an Accountant Auditor I/II.
  
- 710103     **Extra Help** (\$113,388) is a recommended increase of \$4,950 based on the need for analytical help during peak periods assisting with Treasury processes as well as to provide staff support on various projects. The need for analytical assistance is based on various projects that will directly impact our office this fiscal year, such as the implementation of Payee Positive Pay and the financial system upgrade. The cost for Extra Help will be 100% offset through the Treasury Administration Fee.
  
- 710200     **Retirement** (\$194,779) is a recommended increase of \$21,000 based on the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.
  
- 710300     **Health Insurance** (\$89,957) is a recommended decrease of \$9,000 based on the employer’s share of health insurance premiums. The decrease is due to lower health care costs and a redistribution of workforce.
  
- 710400     **Workers’ Compensation** (\$3,303) is recommended unchanged based on the Department’s contribution to the County’s Self-Insurance Internal Service Fund. This amount reflects the Treasury division share. The overall cost is split between the Treasurer and Tax Collector budgets.
  
- 710500     **Other Benefits** (\$600) is recommended unchanged based on Elected Official expense. This amount reflects the Treasury division share. The overall cost is split between the Treasurer and Tax Collector budgets.

**SERVICES & SUPPLIES**

- 720300     **Communications** (\$3,000) is a recommended increase of \$1,000 due to three additional mobile phone lines from Verizon for the Department’s emergency response team and includes \$1,035 for telephone services and maintenance from Central Cal Communication. This amount reflects the Treasury division share. The overall cost is split between the Treasurer and Tax Collector budgets.



**SERVICES & SUPPLIES (continued)**

**720600**      **Insurance** (\$287) reflects the Department’s contribution to the County’s Self-Insured Liability Program. This amount reflects the Treasury division share. The overall cost is split between the Treasurer and Tax Collector budgets.

**720800**      **Maintenance – Equipment** (\$48,200) is a recommended increase of \$44,200 based on expected expenditures for equipment maintenance. This account did not reflect the maintenance of equipment services in prior budget years as they had previously been budgeted in Account 721400 Professional & Specialized Services. Current service contract obligations include: RT Lawrence (NCR and Canon Scanners/Processors), Opex (remittance processor) and the addition of new Megabyte scanning equipment to process and transmit checks electronically to the bank.

<u>Hardware Maintenance</u>	<u>Recommended</u>
RT/Lawrence Hardware /Maintenance	\$21,200
RT/Lawrence User Maintenance Training	4,000
OPEX	12,000
Megabyte Scanner Equipment	2,000
Megabyte Scanner Set up with RTL	<u>9,000</u>
<b>GRAND TOTAL:</b>	<b><u>\$48,200</u></b>

**721100**      **Memberships** (\$420) is a recommended increase of \$70 for memberships in the California Association of County Treasurers and Tax Collectors (CACTTC) and California Municipal Treasurers Association (CMTA). The memberships are for the Treasurer-Tax Collector and designated staff. This amount reflects the Treasury division share. The overall cost is split between the Treasurer and Tax Collector budgets.

**721201**      **Cash Shortage** (\$100) is a recommended increase of \$100 as this account had not been previously budgeted. This fund will be used as a cash difference fund for unidentified shortages pursuant to Government Code Section 29370-29390.1 and the Department’s Uniform County Cash Handling Fiscal Deposit Policies and Procedures 2019.

**SERVICES & SUPPLIES (continued)**

**721300**      **Office Expense** (\$16,000) is a recommended increase of \$1,000 based on the current year’s forecasted expenditures, the prior year’s actual expenditures and to accommodate departmental growth. These expenditures include: bank supplies (bank bags and deposit tickets), printer supplies, general office supplies, general office furniture (chairs and file cabinets), forms, endorsement stamps, labels, envelopes, and vault storage supplies. This amount includes funding for office equipment replacements such as calculators, and battery/surge protectors.

**721400**      **Professional & Specialized Services** (\$93,900) is a recommended decrease of \$26,600 based on cost estimates on banking related services below. This decrease is due in part to the elimination of contracted services for CliftonLarsonAllen and an anticipated cost reduction in Brinks Courier Services and banking services. This also includes new contracted services for Cummins Allison related to the set-up, configuration, and support of the Data Base Manager (DBM) for the Cash Counters. All Treasury related costs listed below are recovered through the Treasury Administration Fee.

<u>Treasury (All Recoverable)</u>	<u>Recommended</u>
Banking Services	\$60,000
Data Base Manager Cash Counters	11,400
Financial Advisor Services	2,500
Wells Fargo Custodial Bank	11,000
Brinks Courier Service (Daily)	8,000
Treasury Vault Diebold	<u>1,000</u>
<b>GRAND TOTAL:</b>	<b><u>\$93,900</u></b>

**721600**      **Software Maintenance** (\$26,000) is a recommended increase of \$26,000 based on cost estimates for Sympro, our investment software and RT Lawrence, our check scanning software. This account did not reflect the software maintenance of these services in prior budget years as they had previously been budgeted in Account 721400 Professional & Specialized Services.

<u>Software Maintenance</u>	<u>Recommended</u>
Sympro	\$10,000
RT/Lawrence	<u>16,000</u>
<b>GRAND TOTAL:</b>	<b><u>\$26,000</u></b>

**SERVICES & SUPPLIES (continued)**

- 721600**      **Rents & Leases – Equipment** (\$2,500) is recommended unchanged based on cost estimates for the current lease agreement with Ricoh for the office printers.
- 722000**      **Transportation & Travel** (\$17,500) is a recommended increase of \$7,500 to fund required travel for annual conferences, workshops and training for the Treasurer-Tax Collector, management training and new employee training. In 2019, the department hired a total of seven (7) new FTE's. Cost estimates are to reimburse private mileage and expenses for out-of-County travel to attend required continuing education credit seminars, meetings and annual conferences; such as the California Association of County Treasurers and Tax Collectors (CACTTC) annual conference, education conference, and legislative day, California Municipal Treasurers Association (CMTA) annual conference, California State Association of Counties (CSAC) legislative conference, Government Investment Officers Association (GIOA) annual conference, Government Financial Officers Association (GFOA) annual conference, California Public Finance – Bond Buyer annual conference, Megabyte continuous user group training, Megabyte annual user group meetings, Megabyte annual department head meeting, RT/Lawrence user training and Sympro user training. This amount reflects the Treasury division share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 740100**      **Capital Projects** (\$20,000) is a recommended decrease of \$10,000 for the remodel of the Treasury area in order to better serve the business operations of the division and to accommodate departmental growth. Remodel includes storage door relocation, bookcases and shelving to organize bank and bond documents. The cost for Capital Projects will be 100% offset through the Treasury Administration Fee.
- 740301**      **Fixed Assets** (\$20,400) is a recommended increase of \$15,400 for Treasury workstation furniture in order to better serve the business operations of the division and to accommodate departmental growth. This amount also includes vault reconfiguration in order to increase security controls.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **TREASURER  
(00520)**  
Function: **General**  
Activity: **Finance**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3201	Accountant Auditor I or	-	-	-	-	-	-	
3202	Accountant Auditor II or	2.0	-	3.0	-	1.0	-	A
3203	Senior Accountant-Auditor	-	-	-	-	-	-	
3139	Supervising Accountant-Auditor	1.0	-	1.0	-	-	-	
3349	Accounting Technician I or	-	-	-	-	-	-	
3354	Accounting Technician II	1.0	-	0.25	-	(0.75)	-	A, B
3606	Senior Accounting Technician	-	-	-	-	-	-	
3205	Administrative Analyst I or	-	-	-	-	-	-	
3206	Administrative Analyst II or	1.0	-	1.0	-	-	-	
3209	Senior Administrative Analyst	1.0	-	1.0	-	-	-	
3121	Assistant Treasurer-Tax Collector	0.5	-	0.5	-	-	-	
1014	Treasurer-Tax Collector	0.5	-	0.5	-	-	-	
<b>TOTAL</b>		<b>7.0</b>	<b>-</b>	<b>7.3</b>	<b>-</b>	<b>0.3</b>	<b>-</b>	

**NOTES:**

- A** Reclass Accounting Technician I/II to Accountant Auditor I/II Flex - position is currently overfilled (pending HR review)
- B** One (1) Accounting Technician I/II is 0.75 in Tax Collector 00510

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: COUNTY CLERK-RECORDER  
 (03300)  
 Function: Public Protection  
 Activity: Other Protection  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
TAXES				
610900 OTHER TAXES	915,000	1,000,000	1,000,000	1,000,000
<b>TOTAL TAXES</b>	<b>915,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>
LICENSES, PERMITS & FRANCHISES				
620700 Other Licenses & Permits	16,000	16,000	16,000	16,000
<b>TOTAL LICENSES, PERMITS &amp; FRANCHISES</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>
CHARGES FOR CURRENT SERVICES				
661600 Recording Fees	620,000	680,000	680,000	680,000
662700 Other Charges for Services	3,800	3,800	3,800	3,800
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>623,800</b>	<b>683,800</b>	<b>683,800</b>	<b>683,800</b>
OTHER FINANCING SOURCES				
680200 Operating Transfers In (Mod Fund 1346)	110,000	110,000	110,000	110,000
680200 Operating Transfers In (Micro Fund 1345)	32,000	20,000	20,000	20,000
680200 Operating Transfers In (Trunc Fund 1347)	15,000	30,000	30,000	30,000
680200 Operating Transfers In (E-Record Fund 1344)	30,000	25,000	25,000	25,000
680200 Operating Transfer In (VRIP Fund 1367)	17,000	17,000	17,000	17,000
680200 Operating Transfer In (CARES Act Fund 1314)	0	0	20,381	20,381
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>204,000</b>	<b>202,000</b>	<b>222,381</b>	<b>222,381</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>1,758,800</u></b>	<b><u>1,901,800</u></b>	<b><u>1,922,181</u></b>	<b><u>1,922,181</u></b>

**EXPENDITURES:**

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	561,524	634,293	634,293	634,293
710103 Extra Help	30,000	30,000	30,000	30,000
710200 Retirement	196,586	246,860	246,860	246,860
710300 Health Insurance	107,493	112,592	112,592	112,592

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: COUNTY CLERK-RECORDER  
(03300)  
Function: Public Protection  
Activity: Other Protection  
Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SALARIES & EMPLOYEE BENEFITS (continued)				
710400 Workers' Compensation Insurance	6,863	6,751	6,005	6,005
710500 Other Benefits	600	600	600	600
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>903,066</b>	<b>1,031,096</b>	<b>1,030,350</b>	<b>1,030,350</b>
SERVICES & SUPPLIES				
720300 Communications	6,060	6,060	6,060	6,060
720600 Insurance	653	653	742	742
720800 Maintenance - Equipment	5,000	5,000	5,000	5,000
721100 Memberships	1,600	1,700	1,700	1,700
721300 Office Expense	20,000	20,000	20,000	20,000
721400 Professional & Specialized Services	117,878	80,000	80,000	80,000
721600 Rents & Leases - Equipment	5,000	6,000	6,000	6,000
721700 Rents & Leases - Buildings	6,000	6,000	6,000	6,000
721900 Special Departmental Exp	50,000	60,000	60,000	60,000
722000 Transportation & Travel	14,000	14,000	14,000	14,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>226,191</b>	<b>199,413</b>	<b>199,502</b>	<b>199,502</b>
FIXED ASSETS				
740300 Equipment	12,000	0	0	0
<b>TOTAL FIXED ASSETS</b>	<b>12,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>1,141,257</u></b>	<b><u>1,230,509</u></b>	<b><u>1,229,852</u></b>	<b><u>1,229,852</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>(617,543)</u></b>	<b><u>(671,291)</u></b>	<b><u>(692,329)</u></b>	<b><u>(692,329)</u></b>

## COUNTY CLERK-RECORDER

### COMMENTS

**COUNTY CLERK** – This division files and maintains records of fictitious business name statements and powers of attorney of sureties; issues marriage licenses, officiates at civil marriage ceremonies; administers oaths to new employees, elected and appointed officers, and notaries public; files notary bonds; files conflict of interest statements; registers legal document assistants and process servers.

**RECORDER** – This division is responsible for recording, archiving, and retrieving the County’s land documents, comprised primarily of those which document property ownership and fiscal responsibility. Documents are recorded, scanned, indexed, and then filmed and compared, after which the original documents are returned to the customer as requested. Fees for recording documents and required documentary transfer taxes are collected. Copies of recorded documents are prepared upon request and an appropriate fee is collected. This division maintains vital records for births, deaths, and marriages for Madera County, and issues certified copies of those records.

### WORKLOAD

	<u>Actual</u> <u>2018-19</u>	<u>Estimated</u> <u>2019-20</u>	<u>Projected</u> <u>2020-21</u>
<b><u>Recorder</u></b>			
Births scanned/indexed	833	850	850
Deaths scanned/indexed	859	850	850
Marriages registered/scanned/indexed	768	775	775
Maps recorded	39	40	40
Microfilming daily records (frames)	123,433	125,000	150,000
Scanned/indexed/verified (frames)(backfile)	123,433	125,000	150,000
Recorded and Filed Documents	31,499	36,000	40,000
Copies prepared (plain, certified, and no fee)	4021	4,000	4,000
Certified copies of birth, death, marriage records	3357/687/1451	3500/675/1500	3500/675/1500
Certified copies for Veterans services	26	26	26
CD w/data or images (copied for sale)/FTP annual subscriptions	39/NA	40/4	NA/5
Social security truncation/redaction project (beginning w/1980 records) (documents processed)	61,403	80,000	80,000
<b><u>County Clerk</u></b>			
Certified copies – confidential marriages	88	90	90
Marriage licenses issued (public and confidential)	804	805	805

**COUNTY CLERK-RECORDER**

**WORKLOAD (continued)**

	<b><u>Actual</u> 2018-19</b>	<b><u>Estimated</u> 2019-20</b>	<b><u>Projected</u> 2020-21</b>
<b><u>County Clerk (continued)</u></b>			
Fictitious Business Statements filed	861	875	875
Fictitious business statement renewal notices	357	375	375
Notary oaths administered/bond filed	112	115	115
Civil Marriages performed	306	300	300
Notices of Determination/exemption filed	65	70	70
Documents acknowledged/copies prepared	446	450	450
Registration of legal document assistants/process servers	17	20	20

**ESTIMATED REVENUES**

**Recorder**

- 610990**      **Documentary Transfer Tax** (\$1,000,000) is recommended increased based on anticipated revenue collected for documentary transfer tax on all recorded conveyances. Documentary transfer tax is imposed on all conveyances when the consideration or value of property conveyed exceeds \$100 at the rate of \$0.55 for each \$500 or fractional part thereof.
  
- 661600**      **Recording Fees** (\$680,000) is recommended increased based on anticipated revenue generated and allocated to the County Recorder for recordings, map filings, vital record copies and official record copies.
  
- 673000**      **Miscellaneous Revenue** (\$0) is recommended unchanged. Funds will only be generated in the event of overpayments of less than \$10.00 on any transaction.
  
- 680200**      **Operating Transfers In** (\$222,381) is recommended increased by \$18,381. Revenue is transferred in from the Modernization Trust Fund (\$110,000), the Micrographics Trust Fund (\$20,000), the Social Security Truncation Trust Fund (\$30,000), the E-Recording Trust Fund (\$25,000), and the Vital Records Improvement Trust Fund (\$17,000) to reimburse the general fund for expenditures associated with allowable activities. Additionally, this revenue includes \$20,381 the department expects to receive in CARES Act reimbursements for expenses related to slowing/stopping the spread of COVID19.



## COUNTY CLERK-RECORDER

### ESTIMATED REVENUES (continued)

#### County Clerk

- 620700**      **Other Licenses & Permits** (\$16,000) is recommended unchanged. This amount reflects the anticipated revenue collected from the sale of public and confidential marriage licenses that is allocated to the County Clerk.
- 662700**      **Other Charges** (\$3,800) is recommended unchanged. This amount reflects additional revenue collected from the sale of public and confidential marriage licenses that is allocated to the County Clerk.

### SALARIES & EMPLOYEE BENEFITS

- 710102**      **Permanent Salaries** (\$634,293) is recommended increased by \$72,769 based on the cost of recommended staffing including compensation increases implemented in January 2020 and the addition of one Deputy Clerk-Recorder II. Recommended staffing Includes the shared funding of one Administrative Analyst and one Accounting Technician between Clerk-Recorder and Elections. The recommended additional position is completely offset by increased revenue realized as a result of increased valuations and transactions associated with development in Southeast Madera County. Additional staffing will not increase the net county cost and have no impact on the general fund.
- 710103**      **Extra Help** (\$30,000) is recommended unchanged based on the estimates to complete the indexing/verifying of documents included in the social security truncation project which is offset with Truncation Trust Funds
- 710200**      **Retirement** (\$246,860) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$112,592) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$6,005) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

## COUNTY CLERK-RECORDER

### SERVICES & SUPPLIES

- 720300**      **Communications** (\$6,060) is recommended unchanged based on actual expenditures and on contractual increases. Expenses include costs for Verizon data plans (\$1380 annually); secondary Internet connection via Comcast (\$1,680 annually); and fees incurred for telephone services from CenCal (\$2,500). The alarm monitoring expense is reimbursed from the Modernization Fund (\$500).
- 720600**      **Insurance** (\$742) reflects the County's anticipated contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$5,000) is recommended unchanged based on actual expenditures for all maintenance and repairs on cameras, microfilm readers and printer, network printers in the department, receipt and label printers, etc., including items covered by an annual service agreement, or repaired on an as-needed basis. All expenditures directly related to Recorder Functions will be reimbursed from the Recorder Micrographics and the Recorder Modernization Funds.
- 721100**      **Memberships** (\$1,700) is recommended increased by \$100 for memberships in the California Association of Clerks and Election Officials (\$950) and the County Recorders' Association (\$750), and is reimbursed from the Modernization Fund.
- 721300**      **Office Expense** (\$20,000) is recommended unchanged for the cost of periodicals, printer supplies, and general office supplies; actual expense for the purchase of banknote paper (for issuance of certified copies of vital records) is reimbursed from the Vital Records Improvement Program (VRIP) funds. Expenses for custom, die-cut labels and custom ribbon for creating recording labels is reimbursed from the Modernization Fund. Total reimbursement from Funds is estimated at 50% of expenses in this account.
- 721400**      **Professional & Specialized Services** (\$80,000) is recommended decreased for various annual software maintenance fees associated with the document management system in the Clerk-Recorder division and expenses for processing film of recorded documents and vital records. Services directly related to Recorder are reimbursed from the Micrographics Fund and the Modernization Fund.
- 721600**      **Rents & Leases - Equipment** (\$6,000) is recommended increased by \$1,000 to reflect ongoing expenditures for the department's copier lease and use of County Fleet vehicles.
- 721700**      **Rents & Leases - Buildings** (\$6,000) is recommended unchanged for rental of space in an underground vault to archive the microfilmed official recorded documents and is fully reimbursed from Micrographics Fund.

**SERVICES & SUPPLIES** (continued)

**721900**      **Special Departmental** (\$60,000) is recommended increased to fund the preservation of filed maps and records. Applicable expenditures will be reimbursed from trust fund revenue at the end of the year.

**722000**      **Transportation & Travel** (\$14,000) is unchanged to fund required travel to annual conferences and New Law workshops for both Clerk and Recorder, Clerk and Recorder legislative committee meetings, and additional training for new staff. Any expense attributed solely to Recorder is reimbursable from the Recorder Modernization Fund.

\*The department will report all expenses to be reimbursed from Recorder Modernization, Micrographics, Truncation, E-Recording and Vital Records Improvement Project funds, as identified above, on an annual basis for appropriate transfers from each fund.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: COUNTY CLERK-RECORDER  
(03300)  
Function: Public Protection  
Activity: Other Protection  
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I or							
3354	Accounting Technician II	0.5	-	0.5	-	-	-	A
3205	Administrative Analyst I or							
3206	Administrative Analyst II	0.5	-	0.5	-	-	-	A
3122	Chief Assistant County Clerk-Recorder	1.0	-	1.0	-	-	-	
3194	Clerk/Recorder Division Manager	1.0	-	1.0	-	-	-	
1007	County Clerk-Recorder	0.5	-	0.5	-	-	-	A
4637	Deputy Clerk-Recorder I or							
4638	Deputy Clerk-Recorder II	5.0	-	6.0	-	1.0	-	B
3626	Micrographics Clerk	-	2.0	-	2.0	-	-	
3726	Senior Deputy Clerk-Recorder	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>9.5</u>	<u>2.0</u>	<u>10.5</u>	<u>2.0</u>	<u>1.0</u>	<u>-</u>	

**NOTES:**

- A Position is 50% funded in Clerk-Recorder (03300) and 50% funded in Elections (03330)
- B Reflects the request of the Clerk Recorder to add one (1) Deputy Clerk-Recorder I/II

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department:

CLERK-RECORDER  
 ELECTIONS (03330)

Function:

General

Activity:

Elections

Fund:

General

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
654000 State - Other	1,150	2,750	2,750	2,750
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>1,150</b>	<b>2,750</b>	<b>2,750</b>	<b>2,750</b>
CHARGES FOR CURRENT SERVICES				
660500 Election Services	4,000	214,250	214,250	214,250
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>4,000</b>	<b>214,250</b>	<b>214,250</b>	<b>214,250</b>
MISCELLANEOUS REVENUE				
672000 Other Sales	300	300	300	300
680200 Operating Transfers In (Clerk Trust)	350,000	115,000	115,000	115,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>350,300</b>	<b>115,300</b>	<b>115,300</b>	<b>115,300</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>355,450</u></b>	<b><u>332,300</u></b>	<b><u>332,300</u></b>	<b><u>332,300</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	389,648	409,447	409,447	409,447
710103 Extra Help	105,000	125,000	125,000	125,000
710105 Overtime	1,000	1,000	1,000	1,000
710200 Retirement	134,826	158,327	169,341	169,341
710300 Health Insurance	54,353	62,593	69,700	69,700
710400 Workers' Compensation Insurance	4,050	4,050	3,544	3,544
710500 Other Benefits	600	600	600	600
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>689,477</b>	<b>761,017</b>	<b>778,632</b>	<b>778,632</b>
SERVICES & SUPPLIES				
720300 Communications	3,000	3,000	3,000	3,000

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department:

CLERK-RECORDER  
 ELECTIONS (03330)

Function:

General

Activity:

Elections

Fund:

General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES (continued)				
720600 Insurance	359	359	408	408
720800 Maintenance - Equipment	12,500	12,500	12,500	12,500
721100 Memberships	250	250	250	250
721300 Office Expense	13,000	16,600	16,600	16,600
721400 Professional & Specialized Services	88,300	86,200	86,200	86,200
721500 Publications & Legal Notices	7,500	7,500	7,500	7,500
721600 Rents & Leases - Equipment	500	500	500	500
721700 Rents & Leases - Buildings	5,000	5,000	5,000	5,000
721900 Special Departmental Expense	232,000	400,000	400,000	400,000
722000 Transportation & Travel	12,000	14,000	14,000	14,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>374,409</b>	<b>545,909</b>	<b>545,958</b>	<b>545,958</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>1,063,886</u></b>	<b><u>1,306,926</u></b>	<b><u>1,324,590</u></b>	<b><u>1,324,590</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>708,436</u></b>	<b><u>974,626</u></b>	<b><u>992,290</u></b>	<b><u>992,290</u></b>

**ELECTIONS**

**COMMENTS**

The Elections Division is under the jurisdiction of the County Clerk-Recorder, with the responsibility of conducting most elections held within the county. Ongoing duties include: voter registration and maintenance of registration lists and records; preparation of precinct and district maps; verification of signatures on petitions; filing campaign disclosure statements and statements of economic interests. During an election season, duties include: ballot layout and acquisition; preparation/mailing of vote-by-mail ballots; processing voted ballots for tabulation; procurement, training and payment of poll workers; acquisition of polling sites; preparation of polling place supplies; and programming/deploying HAVA-compliant voting equipment.

**WORKLOAD – Elections Conducted**

		<b><u>Actual 2018-19</u></b>	<b><u>Estimated 2019-20</u></b>	<b><u>Projected 2020-21</u></b>
11/2018	Gubernatorial General Election Major; 6 Vote Centers, 4 BDB 58,000 registered voters	1		
03/2020	Presidential Primary Election, Major; 7 Vote Centers 62,000 registered voters		1	
11/2020	Presidential General Election, Major; Countywide Ballot Initiative (TOT); 7 vote centers, 65,000 registered voters			1

This workload schedule as projected for 2020-21 does not reflect any unforeseen special elections called by the Governor or by any jurisdiction in the county.

**ESTIMATED REVENUES**

- 654000**      **State - Other** (\$2,750) is recommended based on expected reimbursement claims from the State.
- 660500**      **Election Services** (\$214,250) is recommended based on past experience for services in this division.
- 672000**      **Other Sales** (\$300) is recommended based on the amount of expected fines for late campaign disclosure filings.
- 673000**      **Miscellaneous Revenue** (\$0) is recommended as there is no foreseeable miscellaneous revenue.
- 680200**      **Operating Transfers In (Clerk Trust)** (\$115,000) is recommended based on expected reimbursements for voting equipment and voting system modernization (HAVA and Voting Modernization Board funds).

**SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$409,447) is recommended increased \$19,799 based on the cost of recommended staffing including two positions shared with Clerk-Recorder (Administrative Analyst and Accounting Technician).
- 710103**      **Extra Help** (\$125,000) is recommended increased \$20,000. Extra help personnel are needed prior to, during and after large elections to assist elections staff in a variety of assignments, including precinct supply box preparation, assembling election materials for precincts, answering phones, verification of signatures on petitions, data entry, and preparing mailings. This division has reduced the number of extra help staff typically requested and will perform a larger portion of the duties with regular staff. However, extra help staff is necessary when regular staff cannot be removed from their duties which may inhibit customer service or other vital functions of the department. Staffing of Vote Centers will now be done by Extra-Help temporary staff. Vote Center Representatives will be paid either \$20 per hour or \$17 per hour for their service depending on qualifications. Vote Center Representatives will work for up to 11 consecutive days prior to and including Election Day.
- 710105**      **Overtime** (\$1,000) is recommended unchanged. Overtime is requested to allow for any payouts due to additional hours worked during an election.
- 710200**      **Retirement** (\$169,341) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.



**SALARIES & EMPLOYEE BENEFITS (continued)**

- 710300**      **Health Insurance** (\$69,700) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$3,544) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

**SERVICES & SUPPLIES**

- 720300**      **Communications** (\$3,000) is recommended unchanged based on cost experience and the elimination of polling place phones for use on Election Day.
- 720600**      **Insurance** (\$408) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$12,500) is recommended unchanged based on replacement of old equipment which will be under warranty for one year and anticipated costs for maintenance contracts for servers and printers, and to service existing equipment and computers not covered by maintenance agreements.
- 721100**      **Memberships** (\$250) is recommended unchanged for memberships in election related associations.
- 721300**      **Office Expense** (\$16,600) is recommended increased \$3,600 based on anticipated costs for general office supplies, the cost of the postal permits, Election Code books and required voter maintenance documents for a Presidential Primary and a Countywide ballot initiative.
- 721400**      **Professional & Specialized Services** (\$86,200) is recommended decreased \$2,100 which represents software lease for DFM, NetFile, Digital Attic, Dominion Voting Systems and contains contingency funds for outside Attorney services, if needed.
- 721500**      **Publications & Legal Notices** (\$7,500) is recommended unchanged. This account covers anticipated costs for Legal Notices for the November 2020 General Election and publications for voter outreach. Expenses in this account are necessary due to legal requirement to publish all election related materials in English, Spanish and Punjabi.
- 721600**      **Rents & Leases – Equipment** (\$500) is recommended unchanged based on past experience and provides a minimal allowance of use of County vehicles by staff for association training, vote center representative training, voter outreach/education and election related travel as it becomes necessary.

**SERVICES & SUPPLIES (continued)**

- 721700**      **Rents & Leases - Building** (\$5,000) is recommended unchanged for the rental of vote center locations for the November 2020 Presidential General Election.
- 721900**      **Special Departmental Expense** (\$400,000) is recommended increased \$168,000 to conduct the November 2020 Presidential General Election for 65,000 registered voters, the highest voter registration in the history of Madera County. Additionally, the department is preparing to conduct a countywide ballot initiative, expected to be placed on the ballot by the Board of Supervisors. Further, the County is now required to operate 7 vote centers, one more than previously required and 5 ballot dropboxes, one more than previously required. This appropriation includes the cost of printing ballots, supplying vote centers, printing voter information guides, ballot inserts, ballot pickup stipends, vote center printer toner and other supplies directly attributed to the November 2020 Presidential General Election.
- 722000**      **Transportation & Travel** (\$14,000) is recommended increased \$2,000 to provide necessary travel for Voter's Choice Act meetings, elections legislative meetings, new law workshops, provide for staff training which affects the conduct of elections and in garnering ideas on saving on election costs, and to cover costs associated with mandatory Election Center Certification.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: CLERK-RECORDER  
ELECTIONS (03330)  
Function: General  
Activity: Elections  
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I or							
3354	Accounting Technician II	0.5	-	0.5	-	-	-	A
3205	Administrative Analyst I or							
3206	Administrative Analyst II	0.5	-	0.5	-	-	-	A
1007	County Clerk-Recorder	0.5	-	0.5	-	-	-	A
4637	Deputy Clerk-Recorder I or							
4638	Deputy Clerk-Recorder II	2.0	1.0	2.0	1.0	-	-	
3167	Elections Division Manager	1.0	-	1.0	-	-	-	
3726	Senior Deputy Clerk-Recorder	1.0	-	1.0	-	-	-	
4216	Education & Outreach Coordinator	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>6.5</u>	<u>1.0</u>	<u>5.5</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	

**NOTES:**

A Position is 50% funded in Clerk-Recorder (03300) and 50% funded in Elections (03330)

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: Information Technology  
 00240  
 Function: General  
 Activity: Other General  
 Fund: General

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
662802 Interfd Rev - Comp Svc	221,675	221,675	245,486	245,486
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>221,675</b>	<b>221,675</b>	<b>245,486</b>	<b>245,486</b>
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	3,838,371	3,838,371	3,660,574	3,660,574
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>3,838,371</b>	<b>3,838,371</b>	<b>3,660,574</b>	<b>3,660,574</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>4,060,046</u></b>	<b><u>4,060,046</u></b>	<b><u>3,906,060</u></b>	<b><u>3,906,060</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	2,296,155	2,296,155	2,260,155	2,260,155
710103 Extra Help	149,161	149,161	48,797	48,797
710105 Overtime	10,000	10,000	10,000	10,000
710106 Stand-By	20,000	20,000	20,000	20,000
710200 Retirement	805,927	805,927	882,973	882,973
710300 Health Insurance	342,206	342,206	258,216	258,216
710400 Workers' Compensation Insurance	32,429	32,429	28,376	28,376
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>3,655,878</b>	<b>3,655,878</b>	<b>3,508,518</b>	<b>3,508,518</b>
SERVICES & SUPPLIES				
720300 Communications	136,600	136,600	122,824	122,824
720600 Insurance	1,071	1,091	1,239	1,239
720800 Maintenance - Equipment	219,410	219,410	204,710	204,710
721200 Sales Tax	21,189	21,189	25,200	25,200
721300 Office Expense	8,000	8,000	8,900	8,900
721314 Computer Equipment <\$5,000	115,000	115,000	33,000	33,000
721400 Professional & Specialized Services	209,800	1,459,935	161,375	161,375
721426 Software	1,250,135	0	1,095,221	1,095,221

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: Information Technology  
00240  
Function: General  
Activity: Other General  
Fund: General

	<b>BOARD APPROVED 2019-20</b>	<b>CAO BASELINE 2020-21</b>	<b>DEPARTMENT REQUEST 2020-21</b>	<b>CAO RECOMMENDED 2020-21</b>
SERVICES & SUPPLIES (continued)				
721600 Rents & Leases - Equipment	6,153	6,153	7,000	7,000
721909 Property Tax	2,000	2,000	14,390	14,390
722000 Transportation & Travel	53,026	53,026	8,805	8,805
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>2,022,384</b>	<b>2,022,404</b>	<b>1,682,664</b>	<b>1,682,664</b>
OTHER CHARGES				
730302 Retirement of Capital Leases	793,116	977,124	1,033,123	1,033,123
730502 Interest on Capital Leases	40,269	40,269	0	0
<b>TOTAL OTHER CHARGES</b>	<b>833,385</b>	<b>1,017,393</b>	<b>1,033,123</b>	<b>1,033,123</b>
FIXED ASSETS				
740300 Equipment	9,513	0	35,000	35,000
<b>TOTAL FIXED ASSETS</b>	<b>9,513</b>	<b>0</b>	<b>35,000</b>	<b>35,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>6,521,160</u></b>	<b><u>6,695,675</u></b>	<b><u>6,259,305</u></b>	<b><u>6,259,305</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>2,461,114</u></b>	<b><u>2,635,629</u></b>	<b><u>2,353,245</u></b>	<b><u>2,353,245</u></b>

### **COMMENTS**

The Office of Information Technology (OoIT) provides Information Technology (IT) services to county departments and constitutional officers in support of the County's strategic goals and objectives. The OoIT is a full-service technology provider of quality products and services. The primary functions of the department are technology solution delivery, information security governance, project management and network infrastructure management. This support includes technology recommendations; maintenance of existing application systems; design and implementation of new systems; operation of server systems; guidance regarding security and access to system data; support for voice and data telecommunications; and customer training for both application systems and office automation.

The Office of Information Technology strives to provide accurate, reliable, cost-effective information technology services to County departments to champion the integration of technology into the business processes and promote excellence in the delivery of Government services to the public. The County's Information Technology Executive Steering Committee governs the prioritization and execution of major IT projects Countywide.

### **Customer Service Division**

The Customer Service Division (CSD) is the liaison between our customers and the Madera County Office of Information Technology department technical staff. Functions include monitoring, coordinating solutions to meet customer needs, and facilitating the restoration of normal operational services. CSD staff strives to ensure customer satisfaction and excellence by providing prompt, courteous, and effective support. CSD provides technical support for the Digital Signage throughout the County and technical support of all Board of Supervisor meetings. The mission of the CSD is to be a single point of contact, centralizing communications for the information technology problem reporting and technical assistance needs of Madera County. During Fiscal Year 2019-20, the County has added 15% more network connected devices, increasing the CSD device support workload by approximately 15%.

### **CSD Major Accomplishments in 2019-20**

- As part of the Computer Replacement Program, deployed over 200 new workstations to County employees
- Implemented VoIP Services at the new Health and Human Services complex, Information Technology, 311 Call Center, and Administration
- Set up of all computers, printers, scanners, and phones for over 400 users at the new Health and Human Services complex
- Completed Conference Room upgrades at the Government Center
- Added Digital Signage at the Government Center, the Department of Public Health and Social Services.
- Provided support for departments to upgrade or replace 12 individual departmental systems
- Technical Support – Sheriff's Office – Mark 43 Implementation

### **CSD Major Accomplishments in 2019-20 (continued)**

- Technical Support – Assessor’s Office – Formatta implementation
- Technical Support – Public Works – Incode 10 implementation
- Technical Support – District Attorney’s Office – Karpel RMS migration

### **CSD Anticipated Projects in 2019-20**

- Deploy 200 new workstations to County employees
- Provide support on Eight (8) Departmental projects approved by the Steering Committee
- Manage Engine Desktop Central Implementation
- Agriculture and UC Extension Facility

### **Infrastructure Support Division**

The Infrastructure Support Division (ISD) designs, installs, secures, and maintains computing, communications and network services to departments within the organization. This includes the delivery of reliable, stable, and flexible state-of-the-art communications architecture to each county division and employee. Our services allow the organization to access applications to communicate internally, or externally with stakeholders. Through centralized support of network engineering, server infrastructure, and mass storage, ISD frees county departments to better serve the public. More specifically our services include (but are not limited to):

- Router, Switch, and Firewall infrastructure design, security and configuration
- Server Administration – system health monitoring, patch management, access control
- Server Virtualization – Private cloud host configuration and maintenance, Storage Area Network (SAN) administration, and Virtual Machine (VM) provisioning
- Infrastructure Security – network access control, risk analysis, vulnerability assessment, backup, SPAM, and encryption
- Directory Service Administration – Campus site integration, user authentication, host address schemes (DHCP), Domain Name Service (DNS), and group policy and security group management
- Email Management – Architectural upkeep and expansion, database health, distribution list administration, and email retention.
- Equipment lifecycle management and network capacity planning



### Infrastructure Support Division (continued)

ISD strives to build cost-effective technological solutions to fit the unique environment of each business unit. Doing so, we foster an enterprise way of thinking and leverage economies-of-scale whenever possible. It's our mission to deliver an agile infrastructure which allows the organization to quickly adapt to the ever changing landscape of technology.

During Fiscal Year 2019-20, the Health and Human Services complex was completed. This state of the art complex, includes Eight (8) new MDF/IDFs (Main Distribution Center/Intermediate Distribution Center), a wireless network, and a new internet connection. The additional ongoing network maintenance and support costs have been included in the Information Technology Budget and will continue to be recurring costs in future years.

### ISD Major Accomplishments in 2019-20

- Network and Support Services for the Elections Vote Center
- New Network for the Health and Human Services Complex
- Government Center Network Redesign and Upgrade
- Completion of Eight (8) MDF/IDFs for the Health and Human Services Complex
- Re-routed network connections from external locations to the new Health and Human Services Complex
- BHS Oakhurst – Failover Internet implementation
- Virtualized Social Services servers in preparation for move to new facility
- Technical Support – Sheriff's Office implementation of Mark 43
- Virtualization Storage Expansion
- Established County Public Key Infrastructure (PKI) Environment
- New Network at Tesoro Viejo
- New Network - Sheriff Madera Ranchos
- Network Infrastructure Project – Three milestones completed
- Security Posture Increase with deployment of major security tools

### ISD Anticipated Projects in 2019-20

- Hall of Justice Facility
- Agriculture and UC Extension Facility
- Sheriff Boat Barn
- Madera County Monument

### ISD Anticipated Projects in 2019-20 (continued)

- Network Infrastructure Project – Two remaining milestones
- Virtualization Expansion
- Domain Controller – Health and Human Services Complex
- Storage Expansion
- Redundant WAN
- Exchange Online Migration

### Enterprise Business Services

The Enterprise Business Services Division (EBS) provides Enterprise Application System Support, Business Analysis and Business Process Improvement, E-Government Support, and Business System Design Solutions. The Enterprise Business Services team strives to ensure customer satisfaction by connecting and utilizing technology to improve business processes and efficiencies. The mission of the EBS is to support the business needs and improve the business processes of the County through the implementation and support of technology.

### EBS Major Accomplishments in 2019-20

- Laserfiche Upgrade
- Trip Request Workflow Automation
- ONESolution stabilization
- Start migration to Central Square ONESolution V 19.X Cloud
- Madera County website enhancements and department page refreshes
- Auditor's Office – Engagement Software upgrade

### EBS Anticipated Projects for 2020-21

- Complete migration to Central Square Finance Enterprise V 19.X Cloud
- NEOGOV Human Resource Information System
- NEOGOV Time & Attendance, Replacement for Executime

### Geographic Information Systems

The Geographic Information Systems (GIS) Division supports and maintains the County's geographic data, provides mapping and geographic analysis services. The services available to the public include several internet applications that provide access to property, election, health and human services information and emergency services information. It also provides tools to allow County departments to view County system data while in the field. The Office of Information Technology, GIS Division maintains the GIS infrastructure, the enterprise licensing required for the County to operate a Countywide GIS program, and manages the geodatabase. The GIS Division works collaboratively with County departments to maintain accurate GIS Data and to provide departmental mapping applications.

#### Major Accomplishments in 2019-20

- In collaboration with the Assessor's Office, Community and Economic Development – Planning and the Sheriff's Office, created the County Master Address Point Layer. This new layer will now require ongoing maintenance and will be the base for the upcoming NG911 requirements.
- In collaboration with the Registrar of Voters, maintains Election Layers. In addition to the department's online Elections GIS portal.
- Created the GIS Public Portal – In the first six months of operation, there were over 45,000 views by constituents.
- Developed special GIS studies and, in collaboration with Social Services and the Public Health Department, Live Well Madera County – Growing Healthy Families – “Targeted Enrichment Neighborhood (TEN)” Maps and interactive web application.
- Developed a series of state reporting maps for the Department of Behavioral Health Services
- Developed GIS online solutions for several departments – Land Use, Special Districts Financials, Easement Areas, Election Information, Property Tax Bill look up, Countywide Emergency Management and current health concerns site like Coronavirus worldwide live update.
- Developed Homeless Encampment Maps to be used by the homeless initiative under the Community Action Partnership of Madera County.

#### GIS Anticipated Projects for 2020-21

- Upgrade to ArcMap 10.8 for desktop users
- Transition ArcMap users to ArcGIS Pro
- In collaboration with the Assessor's Office, remap of all County Parcels to develop the Parcel Fabric and the move the County Geodatabase to the Local Government Model (LGM)
- Parcel Split Program Integration – Assessor's Office
- In collaboration with the Sheriff's office and Community Action Partnership of Madera County develop the Homeless Encampment interactive web app to identify homeless encampments in Madera County.

## INFORMATION TECHNOLOGY

### Office of Information Technology Department Project

- Information Technology Service Management System

### DEPARTMENT WORK PROGRAM

	<u>Actual 2018-19</u>	<u>Estimated 2019-20</u>	<u>Projected 2020-21</u>
Supported Individual Computer	1,500	1,645	1,500
Support for Help Desk (# of Calls)	21,765	21,000	21,000
Supported and Maintained Physical Servers	43	43	40
Supported and Maintained Virtual Servers	40	178	198
Supported Wide Area Network (locations)	40	40	40
Administer the Enterprise Backup/Restore Process for Departments	35	35	35
Supported Departmental Applications	76	77	77
Design, Consultation, Technology Support – Departmental Building Construction/Expansion/Moves	2	3	3

### ESTIMATED REVENUES

**662802**      Interfund Revenue Computer Services (\$245,486) is recommended increased \$23,811 for charges to other departments for Information Technology

**670000**      Intrafund Revenue (\$3,660,574) is recommended decreased \$177,797 for charges to other departments for Information Technology.

### SALARIES & EMPLOYEE BENEFITS

**710102**      Permanent Salaries (\$2,260,155) are recommended decreased \$36,000 to fund permanent salaries.

**710103**      Extra Help (\$48,797) is recommended decreased \$100,364 to fund extra help salaries. The Office of Information Technology will be completing a number of time consuming technology projects during Fiscal Year 2020-21. Extra Help positions will be used to operate a portion of the Help Desk and fund field technicians while more experienced staff support the Fiscal Year 2020-21 technology projects.

## INFORMATION TECHNOLOGY

### **SALARIES & EMPLOYEE BENEFITS (continued)**

- 710105**      **Overtime** (\$10,000) is recommended unchanged to work after hours to repair computers, perform required system upgrades, and correct system malfunctions to minimize disruption to County staff. There are some tasks that impact network access and should be completed outside of regular business hours to minimize impact to County business processes.
- 710106**      **Stand-By** (\$20,000) is recommended unchanged to provide call-out support for 24/7 operations using network installations, such as the Sheriff's Department, Child Protective Services, Elections, Department of Corrections, and Juvenile Hall.
- 710200**      **Retirement** (\$882,973) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$258,216) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$28,376) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### **SERVICES & SUPPLIES**

- 720300**      **Communications** (\$122,824) is recommended decreased \$13,776. This account provides funding for the Department's on-going telephone and fax needs, monthly charges for cell phones and wireless devices of Information Technology staff members, cell phones, and operating cost of the Wide-Area Network.
- |          |   |
|----------|---|
| \$3,000  | Telephone and Fax   |
| \$14,500 | Cell Phones and Wireless Devices – Information Technology |
| \$79,324 | Wide Area Network Charges                                 |
| \$18,800 | ASE Circuit – Health and Human Services Campus – New      |
| \$7,200  | Ranchos Facility  |
- 720600**      **Insurance** (\$1,239) reflects the Department's contribution to the County's Self-Insured Liability Program.

**SERVICES & SUPPLIES (continued)**

**720800**      **Maintenance - Equipment** (\$204,710) is recommended decreased \$14,700. This account provides for the maintenance of WAN Equipment and maintenance of enterprise equipment.

**Maintenance – Equipment – Recurring Costs**

- \$ 5,000      Repair of Computers & Diagnostic Equipment
- \$ 10,000     System Upgrades
- \$ 6,500      Nimble Mass Storage
- \$ 20,000     Uninterrupted Power Supplies (UPS) – Data Center
- \$ 2,000      Ruckus Zone Director/WIFI
- \$ 10,000     Kemp Technologies Load Balancer
- \$ 1,210      Uninterrupted Power Supplies (UPS) – Desktop Computers
- \$ 30,000     Server Operating System & Support Renewals
- \$ 5,000      WAN/LAN Hardware
- \$ 35,000     Virtualization – Maintenance

**Maintenance – Equipment – New Costs**

- \$40,000     IDF Remediation
- \$15,000     New Domain Controllers (Health and Human Services, Behavioral Health Services, and Oakhurst Campuses)
- \$25,000     Redundant WAN

**721200**      **Sales Tax** (\$25,200) is recommended increased \$4,010 to pay sales tax on Capital Leases

- \$21,700      ConvergeOne Financial - Network Upgrade Project (Final Payment June 2023)
- \$3,500        Dell Financial – Board Chambers Equipment (Final Payment May 2022)

**721300**      **Office Expense** (\$8,900) is recommended increased \$900 to fund office supplies and Domain Registrations.

- \$ 6,200      Office Supplies
- \$ 2,700      Domain Registration

**SERVICES & SUPPLIES (continued)**

**721314**      **Computer Equipment<\$5,000** (\$33,000) is recommended decreased \$82,000 to replace computer equipment.

**721400**      **Professional & Specialized Services** (\$161,375) is recommended decreased \$48,425 for the following services:

**Professional Services – Recurring Costs**

\$15,000	External Consulting Services & Support
\$19,800	Laserfiche Support - Consulting
\$100,000	Microsoft Annual Support Pack – Consulting (\$38,000 increase in cost of support)

**Professional Services – One Time Costs**

\$26,575	Microsoft Migration
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**721426**      **Software** (\$1,095,221) is recommended decreased \$154,914 for the following services:

**Software – License, Maintenance, and Subscription Services – Recurring Costs**

\$10,419	Vision Internet Website Hosting
\$5,200	Brocade Support
\$7,200	Social Media Archive Tool
\$700,000	Microsoft Enterprise Agreement (EA)
\$2,700	Pluralsight (DLT Solutions)
\$4,025	CBT Nuggets
\$1,200	Safari Licensing
\$2,500	Provisio - Public Access Kiosks (\$1,700 increase in cost of software)
\$1,000	Faronics – Deep Freeze Training Room Computers
\$11,000	Help Desk software annual fee (\$2,000 increase in cost of software)
\$1,200	Boztech
\$57,900	LaserFiche
\$30,000	VM Enterprise Plus Licenses
\$25,155	Net App Support Renewal (\$5,155 increase in cost of Support Renewal)
\$10,000	Printer Logic – New - Software maintenance on licenses purchased in FY 17-18

## INFORMATION TECHNOLOGY

### 721426 Software (continued)

#### **Software – License, Maintenance, and Subscription Services – Recurring Costs (continued)**

\$15,000	Adobe Licenses – New - Adobe Licenses for General Fund departments as needed (\$7,000 increase in Software costs
\$5,028	INE Online Training and Labs - New - Training subscription service
\$5,000	VMWare Training subscription service
\$100,000	ESRI Software – New – Renewal of GIS Software purchased in FY 18-19
\$1,181	Prepaid Expense – Software Licenses
\$9,513	Prepaid Expense – HPE Support Virtualized Blades
\$40,000	Microsoft Azure Hosting Subscription Services Fees (New)

#### **Fiscal Year 2019-20 – Projects**

\$50,000	Information Technology Service Management System – New – Software
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**721600** Rents & Leases - Equipment (\$7,000) is recommended increased \$847 to provide miscellaneous equipment lease, copier lease, and vehicle rental from Central Garage.

**721909** Property Tax (\$14,390) is recommended increased \$12,390 to pay property tax on capital lease equipment.

**722000** Transportation & Travel (\$8,805) is recommended decreased \$44,221 to provide staff training and reimburse for personnel use of personal vehicles.

### OTHER CHARGES

**730302** Rent (\$1,033,123) is recommended increased \$199,738 and is used to pay rent on capital lease equipment.

The current outstanding capital leases are as follows:

\$111,251	Board Chambers Equipment (Final Payment 5/1/22)
\$31,433	Cubicles (Final Payment 2/28/21)
\$573,962	Central Information Technology Network Project (Five Year Lease – Final Payment due in FY 2023-24)
\$220,999	Road 28 Network Project (Five Year Lease – Final Payment due in FY 2023-24)



**OTHER CHARGES (continued)**

**730302      Rent (continued)**

The expected additional capital leases in Fiscal Year 2020-21 are as follows:

\$31,000	Virtualization Expansion Project
\$25,000	General Fund Computer Replacement Program
\$39,479	Netapp H & S Replacement

**FIXED ASSETS**

**740300      Fixed Assets (\$35,000) is recommended increased \$25,487 to fund the following projects:**

\$35,000	Wireless Radio Replacement – Chowchilla and Central Garage
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**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **Information Technology  
00240**  
Function: **General**  
Activity: **Other General**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3610	Administrative Assistant	1.0	-	-	(1.0)	(1.0)	(1.0)	A
4108	Deputy Chief Information Officer	1.0	-	1.0	-	-	-	
2145	Chief Information Officer	1.0	-	1.0	-	-	-	
3136	Database Administrator	2.0	-	2.0	-	-	-	
3380	Desktop Support Technician I or							
3381	Desktop Support Technician II or							
3335	Network Engineer I or							
3336	Network Engineer II	5.0	-	5.0	-	-	-	
3174	Information Systems Supervisor	1.0	-	1.0	-	-	-	
4109	Information Technology Division Manager	3.0	-	3.0	-	-	-	
3360	Information Technology Systems Analyst I or	-	-	-	-	-	-	
3361	Information Technology Systems Analyst II	5.0	-	5.0	-	-	-	
3379	Senior Business Systems Information Analyst	1.0	-	1.0	-	-	-	C
3636	Program Assistant I or	-	-	-	-	-	-	
3637	Program Assistant II	1.0	-	-	1.0	(1.0)	1.0	B
3316	Senior Information Technology Systems Analyst	2.0	-	2.0	-	-	-	
4115	Geographical Information System Manager	1.0	-	1.0	-	-	-	
3337	Senior Network Engineer	2.0	-	2.0	-	-	-	
<b>TOTAL</b>		<b>26.0</b>	<b>-</b>	<b>24.0</b>	<b>-</b>	<b>(2.0)</b>	<b>-</b>	

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **Information Technology  
00240**  
Function: **General**  
Activity: **Other General**  
Fund: **General**

**2019-20  
Authorized  
Positions**

**2020-21  
Proposed  
Positions**

**Y-O-Y  
Changes  
in Positions**

**NOTES:**

- A** It is recommended that this position be deleted from ORG key 00240 and allocation moved to ORG Key 00243 to better meet the needs of the department
- B** This position is recommended unfunded in FY2020-21
- C** One (1) Information Technology Systems Analyst I/II is deleted to offset one (1) Senior Business Systems Information Analyst

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: Information Technology  
 ERP (00242)  
 Function: General  
 Activity: Other General  
 Fund: General

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
662700 Other Charges for Services	7,000	7,000	0	0
662802 Interfund Revenue - Comp Svc	16,337	16,337	23,188	23,188
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>23,337</b>	<b>23,337</b>	<b>23,188</b>	<b>23,188</b>
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	76,837	76,837	169,424	169,424
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>76,837</b>	<b>76,837</b>	<b>169,424</b>	<b>169,424</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>100,174</u></b>	<b><u>100,174</u></b>	<b><u>192,612</u></b>	<b><u>192,612</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720800 Maintenance - Equipment	32,381	32,381	1,281	1,281
721400 Professional & Specialized Services	0	0	62,180	62,180
721426 Software	134,184	134,184	314,954	314,954
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>166,565</b>	<b>166,565</b>	<b>378,415</b>	<b>378,415</b>
FIXED ASSETS				
740300 Equipment	22,570	22,570	0	0
<b>TOTALFIXED ASSETS</b>	<b>22,570</b>	<b>22,570</b>	<b>0</b>	<b>0</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>189,135</u></b>	<b><u>189,135</u></b>	<b><u>378,415</u></b>	<b><u>378,415</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>88,961</u></b>	<b><u>88,961</u></b>	<b><u>185,803</u></b>	<b><u>185,803</u></b>

## INFORMATION TECHNOLOGY - ONESolution UPGRADE

### COMMENTS

In Fiscal Year 2017-18, Madera County upgraded the Enterprise Resource Planning (ERP) system from IFAS to ONESolution. An ERP system is a set of applications that integrate and streamline business processes that are generally used Countywide. ERP is a way to integrate the data, functions, and processes of an organization into one single system. The ERP database stores the data for many County functions such as Financial, Human Resources, Purchasing, Contract Management, Treasurer, and Payroll. Success of the ERP system relies heavily on business processes and active participation of Subject Matter Experts (SME) from the Auditor Controller, Human Resources, Administration, Board of Supervisors, Treasurer, and Information Technology.

### **Fiscal Year 2020-21**

In Fiscal Year 2020-21, the County plans to migrate the current ONESolution Finance (16.2) to Central Square Finance Enterprise software and implement the Contract Management Module. Through this update, the County will migrate data to a vendor hosted platform and utilize a SaaS solution moving forward.

In Fiscal Year 2020-21, the County also plans to replace the Human Resource Modules within ONESolution, with NEOGOV, a Human Resource Information System. NEOGOV Time and Attendance will replace Executime, the current Countywide timekeeping and attendance software. Through this update, the County will migrate data to a vendor hosted platform and utilize a SaaS solution moving forward.

### ESTIMATED REVENUES

- 662700**      **Charges for Services** (\$0) is decreased \$7,000 for charges to external agencies accessing ONESolution.
- 662802**      **Interfund Revenue** (\$23,188) is increased \$6,851 for charges to other departments for ERP expenses.
- 670000**      **Intrafund Revenue** (\$169,424) is increased \$92,587 for charges to other departments for ERP expenses.

### SERVICES & SUPPLIES

- 720800**      **Maintenance - Equipment** (\$1,281) is recommended decreased \$31,100 to fund the following:
- \$1,281      Maintenance Agreement on 3 Par Upgrade
- 721400**      **Professional & Specialized Services** (\$62,180) is recommended increased \$62,180 to fund the following:

**INFORMATION TECHNOLOGY - ONESolution UPGRADE**

**SERVICES & SUPPLIES (continued)**

**721400      Professional & Specialized Services (continued)**

\$30,180      Finance Enterprise Upgrade and SaaS Start Up Fees  
\$32,000      NEOGOV Integration Services

**721426      Software (\$314,954) is recommended increased \$180,770 to fund the following:**

\$5,000      SSL VPN Licenses  
\$4,000      SSL Certificate – Finance Enterprise  
\$105,000      Finance Enterprise Software Subscription Services  
\$76,600      NEOGOV Time and Attendance, CORE Human Resources, and Benefits Software Subscription Services  
\$57,454      NEOGOV Insight, Perform, E-Forms, OnBoard, Candidate Text Message, and Export  
\$66,900      NEOGOV Payroll Services

**FIXED ASSETS**

**740300      Equipment (\$0) is recommended decreased \$22,570.**

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: Information Technology  
 Security (00243)  
 Function: General  
 Activity: Other General  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	10,239	10,239	10,939	10,939
662802 Interfd Rev - Comp Svc				
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>10,239</b>	<b>10,239</b>	<b>10,939</b>	<b>10,939</b>
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	1,729,220	1,729,220	1,613,328	1,613,328
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>1,729,220</b>	<b>1,729,220</b>	<b>1,613,328</b>	<b>1,613,328</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>1,739,459</u></b>	<b><u>1,739,459</u></b>	<b><u>1,624,267</u></b>	<b><u>1,624,267</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	317,145	317,145	326,199	326,199
710200 Retirement	115,564	115,564	122,996	122,996
710300 Health Insurance	34,197	34,197	42,444	42,444
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>466,906</b>	<b>466,906</b>	<b>491,639</b>	<b>491,639</b>
SERVICES & SUPPLIES				
720300 Communications	3,600	3,600	54,800	54,800
720800 Maintenance - Equipment	57,100	57,100	34,633	34,633
721200 Miscellaneous Expense	16,383	16,383	12,291	12,291
721300 Office Expense	20,000	20,000	22,400	22,400
721400 Professional & Specialized Services	853,084	853,084	181,275	181,275
721426 Software	0	0	562,957	562,957
721900 Property Tax	0	0	8,151	8,151
722000 Transportation & Travel	35,470	35,470	5,500	5,500

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: Information Technology  
 Security (00243)  
 Function: General  
 Activity: Other General  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
TOTAL SERVICES & SUPPLIES	985,637	985,637	882,007	882,007
OTHER CHARGES				
730302 Retire Capital Assets	664,036	450,278	450,278	450,278
730502 Interest on Capital Leases	25,341	25,341	0	0
TOTAL OTHER CHARGES	689,377	475,619	450,278	450,278
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>2,141,920</u></b>	<b><u>1,928,162</u></b>	<b><u>1,823,924</u></b>	<b><u>1,823,924</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>402,461</u></b>	<b><u>188,703</u></b>	<b><u>199,657</u></b>	<b><u>199,657</u></b>

## INFORMATION TECHNOLOGY – INFORMATION SECURITY

### COMMENTS

In alignment with the organizational strategic plan “Mission 2023”, the Office of Information Technology (OoIT) will push forward with the continued implementation (year 3 of 5) of the Information Security Strategy. Over the first two years of Mission 2023, OoIT has significantly improved the organizations compliance. Compliance improvement will continue; however, the focus in fiscal year 2020/2021 will shift to improved security posture. The objectives of the information security program are to safeguard confidentiality of information, upkeep the integrity of data, and increase the availability of systems and operations. Leveraging compliance as a guide, the information security program will improve the security of Federal Health Insurance Portability and Accountability Act (HIPAA), Payment Card Industry (PCI), Criminal Justice Information Services (CJIS), Federal Tax Information (FTI – Publication 1075), and other privacy mandates to increase the confidentiality, integrity, and availability of the County’s networks, systems, and data.

The following chart represents Madera County Departments that have been identified as receiving and/or exchanging Federal information.

Sheriff's Department	Department of Justice
Department of Corrections	Department of Justice
Probation	Department of Justice
District Attorney	Department of Justice, Department of Treasury
Child Support Services	Department of Treasury, Social Security Administration
Department of Social Services	Department of Treasury, Social Security Administration, Department of Justice
Public Health	Social Security Administration and Women, Infants and Children
Behavioral Health Services	Social Security Administration

Cyber threats and criminal activity are prevalent in today’s world and government agencies are not immune from these exploits. According to the Verizon 2019 Data Breach Investigations Report, 71% of breaches were financially motivated; 16% were of Public sector entities (up 2%); 32% involved phishing. In addition, the evolution of cybercrime continues to grow; Experian estimates illicit cyber activity to generate at least \$1.5 trillion in annual revenue.

To combat the continued increase in nefarious cyber activity, OoIT has developed a strategy to staff a team with mixture of on staff engineers/analysts/technicians and specialized outsourced professionals. Moving towards compliance with the NIST Framework and required mandates will not ensure complete protection from cyber threats, but moving closer to compliance will assist us in developing a proactive approach to the prevention of nefarious cyber activity from internal and external threats. In addition to cyber threat prevention,

## INFORMATION TECHNOLOGY – INFORMATION SECURITY

striving for NIST compliance will allow us to better prepare should Madera County become a victim of an internal or external information breach or cyber-attack.

### **WORKLOAD**

Key components of the Information Security budget include:

- Development, upkeep, and success measurement of Information Security Program, including but not limited to: security governance, strategy, policies, standards, control implementation, etc.
- Vulnerability Patch Management
- Backup management – policy, retention development, auditing (report monitoring), validate recovery testing
- Inventory and System Development Life Cycle (SDLC)
- Business Impact Analysis (BIA) and Risk Assessment
- Threat, Vulnerability, and Impact Assessment
- Network Monitoring Operations & Security Monitoring Operations
- Incident Management
- Security Awareness Training
- Data room physical security and data protection
- Network threat detection and defense system management
- Security architecture, design, and control implementation

Planned activities:

- Security strategy and year 3 of 5 roadmap implementation
- Lessened threat surface through vulnerability identification and patch management
- Mobile workforce pilot and organizational requirements discovery
- Operationalize Mobile Device Management to meet Federal Tax Information (FTI) Publication 1075 security requirements
- Improved email security through the introduction of nefarious behavior identification via artificial intelligence
- Continued implementation of network visibility tools
- End-of-life hardware and software replacement

## INFORMATION TECHNOLOGY – INFORMATION SECURITY

### **WORKLOAD (continued)**

- Backup process improvement and architecture expansion
- Network segmentation and zero-trust network planning and pilot
- External network penetration testing and vulnerability assessment
- Incident Response partnership, business process design, and incident exercises
- Computer room enhancement and physical security improvement
- Security Awareness training as required by compliance agencies (e.g. FTI, FSMA, CJIS, HIPAA, etc.)
- Revision of Network Security Policy to align with NIST 800-53 Revision 5 (Draft)
- Maintenance and support for perimeter and internal firewall connections
- Maintenance and support for security appliances (SPAM, Web filters, IPS/IDS, Advanced Malware Protection)
- Maintenance and support for anti-virus and advanced malware systems
- Maintain backup process and offsite media (tapes) management for data restoration
- Remote access and vendor support management
- Security licensing for current level threat surface and current number of end points including known computers, laptops, cell phones, printers, IOT devices, etc.

### **UNFUNDED IN BASELINE BUDGET**

- Unstructured Data Discovery
  - Data Classification Software
  - Data Dependency & Assessment Software
  - Data Management, Manipulation, and Retention Software
- Layered Cloud Security
  - Multi Factor Authentication
  - Cloudlock
  - Stealthwatch
  - Cloud Firewall
- Overtime Coverage in case of a cyber security incident on a weekend, holiday, or after hours and ongoing vulnerability remediation after hours.

**INFORMATION TECHNOLOGY – INFORMATION SECURITY**

- Internet Usage Reporting Tool
- Additional security licensing for any **additional** end points added to the County threat surface including, but not limited to, computers, laptops, cell phones, printers, IOT devices, etc.

**ESTIMATED REVENUES**

- 662802**      **Interfund Revenue** (\$10,939) is recommended increased \$700 for charges to other departments for Network Information Security Services
- 670000**      **Intrafund Revenue** (\$1,613,328) is recommended decreased \$115,892 for charges to other departments for Network Information Security Services

**SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$326,199) are recommended increased \$9054 due to funding the security positions and moving one clerical support position from the Information Technology Budget, ORG Key 00240, to the Information Security Budget, ORG Key 00243.
- 710200**      **Retirement** (\$122,996) is recommended increased \$7,432 to fund Retirement costs.
- 710300**      **Health Insurance** (\$42,444) is recommended increased \$8,247 to fund Health Insurance costs.

**SERVICES & SUPPLIES**

- 720300**      **Communications** (\$54,800) is recommended increased \$51,200 for the following:
- \$4,800      Cell Phone Service
- \$50,000     Redundant Internet
- 720800**      **Maintenance - Equipment** (\$34,633) is recommended decreased \$22,467 for the following:

## INFORMATION TECHNOLOGY – INFORMATION SECURITY

### SERVICES & SUPPLIES (continued)

#### 720800 Maintenance – Equipment (continued)

##### Maintenance – Recurring Costs

\$9,633	Barracuda Appliances (SPAM)
\$25,000	Backup Expansion (yearly growth)

#### 721200 Miscellaneous Expense (\$12,291) is recommended decreased \$4,092 for the following:

\$12,291	ConvergeONE Lease – Sales Tax on Capital Lease
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#### 721300 Office Expense (\$22,400) is recommended increased \$2,400 for the following:

\$15,000	Back Up Tapes
\$400	Office Supplies
\$7,000	Computer Equipment

#### 721400 Professional & Specialized Services (\$181,275) is recommended increased \$13,975 for the following:

##### Professional Services – Recurring Costs

\$10,000	Overland Backup Preventative Maintenance Professional Service
\$5,000	Hard Drive Destruction
\$16,000	External Consulting Services and Support
\$800	ISACA Memberships – New
\$92,500	Cisco Talos Incident Response
\$15,000	Trace Digital Forensics Services

## INFORMATION TECHNOLOGY – INFORMATION SECURITY

### SERVICES & SUPPLIES (continued)

#### 721400 Professional & Specialized Services (continued)

##### Fiscal Year 2020-2021- Projects

\$10,000	Badge & Access Software Consolidation – New
\$3,975	Configuration Services – Insight Public Sector – Back-Up Expansion
\$28,000	Security Server Updates – Professional Services

721426 Software (\$562,957) is recommended decreased \$127,852 for the following:

##### Software – Licenses, Support, and Subscription Services – Recurring Costs

\$12,096	Cisco AMP – Annual Subscription License – 750 Licenses (Year 2 of 4 @ \$12,096/yearly)
\$45,000	Commvault Backup Software – Annual License and Maintenance
\$33,000	Logic Monitor Server Infrastructure Health Monitoring – Annual Subscription
\$10,000	Digital Defense Incorporated Security Awareness Training – Annual Subscription
\$10,600	SSL Certificates
\$65,000	CISCO ISP and IDS Licenses – Annual Subscription
\$40,000	SecureLink Vendor Remote Access – Annual Subscription (\$5,000 increase in license cost)
\$15,000	Zoho Corp Manage Engine Desktop Central and Patch Management – Annual License
\$7,784	VMWare Licenses CISCO UCS Infrastructure (Prepaid Expense for Year 3 of 5)
\$14,000	NetBrain Network Infrastructure Monitoring and Mapping – Annual License and Maintenance
\$6,000	Penetration/Vulnerability/White Hat Training – Software Subscription
\$4,000	SANS/ICS2 Management Tech Training – Software Subscription
\$10,000	Ironport Email Encryption & DLP Annual License – Annual License
\$6,875	Cisco Advanced Malware Protection (AMP) (275 Additional Licenses; \$25/Device/Year)
\$25,448	Remote Access VMWareWorkspaceONE Mobile Device Management Licenses – 750 Devices, \$38/Device
\$9,750	Remote Access VMWare WorkspaceOne Mobile Device Management User License Maintenance (150 Licenses; \$65/User) – Annual License
\$9,000	Remote Access Devices - Symantec Software Antivirus Update Annual License - Mobile Devices
\$65,000	Tenable.IO External Penetration Analysis and Vulnerability Scanning – annual subscription (\$35,000 increase in cost for replacement product)



## INFORMATION TECHNOLOGY – INFORMATION SECURITY

### SERVICES & SUPPLIES (continued)

#### 721426 Software (continued)

\$20,000 Secure Works Device Logging – Annual Subscription (\$30,000 decrease in cost)  
\$20,000 Integrated Electronics - Badge Software  
\$2,000 Keeper Password Vault – New Annual Subscription  
\$65,000 SecureWorks Security Operations Center 24 Hour Monitoring – Annual Subscription

#### **Fiscal Year 2020-2021- Projects**

\$5,000 Commvault Data DeDuplication Software – New  
\$62,404 Cisco Cloud Email Security Appliance – New - \$28,206 Configuration Services; \$34,198 Subscription Fees

721900 Property Tax (\$8,151) is recommended increased \$8,151 for the Property Taxes associated with the Network and Security Project Lease

722002 Transportation & Travel (\$5,500) is recommended decreased \$29,970 to fund training needs throughout the year.

### OTHER CHARGES

730302 Rent (\$450,278) is recommended decreased \$213,758 for the following:

The current outstanding capital leases are as follows:

\$450,278 ConvergeOne Financial – Network Security Implementation Project (Final Payment June 2023)

### Fixed Assets

740300 Equipment (\$0) is recommended decreased \$0.

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: Information Security  
 00243  
 Function: General  
 Activity: Other General  
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
	Network Security Engineer I/II	1.0	-	1.0	-	-	-	
4108	Deputy Chief Information Officer - Network & Security Services	1.0	-	1.0	-	-	-	
	Senior Network Security Engineer	1.0	-	1.0	-	-	-	
3610	Administrative Assistant	1.0	-	1.0	-	-	-	A
<b>TOTAL</b>		<b>4.0</b>	<b>-</b>	<b>4.0</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**NOTES:**

A Position moved from ORG Key 00240 to better meet the needs of the department

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: Information Technology  
 Communications - VoIP (00244)  
 Function: General  
 Activity: Other General  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	245,022	245,022	476,893	476,893
TOTAL MISCELLANEOUS REVENUE	<b>245,022</b>	<b>245,022</b>	<b>476,893</b>	<b>476,893</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>245,022</u></b>	<b><u>245,022</u></b>	<b><u>476,893</u></b>	<b><u>476,893</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720300 Communications	278,070	291,570	550,091	550,091
722000 Transportation & Travel	8,475	8,475	0	0
TOTAL SERVICES & SUPPLIES	<b>286,545</b>	<b>300,045</b>	<b>550,091</b>	<b>550,091</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>286,545</u></b>	<b><u>300,045</u></b>	<b><u>550,091</u></b>	<b><u>550,091</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>41,522</u></b>	<b><u>55,023</u></b>	<b><u>73,198</u></b>	<b><u>73,198</u></b>

**COMMENTS**

On March 21<sup>st</sup>, 2017 the Toshiba dealer channel received letters announcing the wind down of the Telecommunications System Division (TSD). Toshiba Telecom shutting down their operations has left the County in a predicament as Toshiba is the sole manufacturer of all phone systems deployed throughout the enterprise. Proactive measures were immediately taken in the form of stockpiling spare parts to self-support the system as a stop-gap measure. Continuing to support and end-of-life, unsupported and aging phone system presents a substantial risk to County operations. In Fiscal Year 2018-19, eventual transition to a new Voice over Internet Protocol (VoIP) was assessed.

The VoIP Unified Communications system will be used by all County Departments as a primary telecommunications method and collaboration tool. In addition to providing basic telephone functionality that is in use today, the new system (over time) will allow for the leveraging of new technologies and advanced features to better serve the employees and constituents of Madera County.

All VoIP services and contracts will be centrally administered by the Office of Information Technology with a segregated budget and ORG Key. VoIP end-user support along with Move, Add & Change (MAC) requests will be available to departments through the existing IT Helpdesk.

A phased rollout approach has been adopted and is anticipated to take approximately 18 - 36 months from start to complete. Phase One was planned for Fiscal Year 2019-20 and included the new Health & Human Services Complex (Public Health, Social Services, Public Guardian), Administration, Water and Natural Resources and Information Technology. Due to Budget restrictions, expansion of VoIP services is currently unfunded.

**ESTIMATED REVENUES**

**670000**      **Intrafund Revenue** (\$476,893) is recommended increased \$231,871 for charges to other departments for VoIP Communication Services.

**OPERATING EXPENSES**

**720300**      **Communications** (\$550,091) is recommended increased \$272,021 for VoIP communication charges. The increase in cost is to provide VoIP Communication Services to the Health and Human Services Complex, Administration, Water and Natural Resources, and Information Technology for a full twelve (12) months in Fiscal Year 2020-21.

**7202000**      **Transportation and Travel** (\$0) is recommended decreased \$8,475 for training services.

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PUBLIC WORKS  
(01300)**  
Function: **General**  
Activity: **Property Management**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
LICENSES, PERMITS & FRANCHISES				
620710 Grading Permits	47,000	47,000	40,000	40,000
<b>TOTAL LICENSES, PERMITS &amp; FRANCHISES</b>	<b>47,000</b>	<b>47,000</b>	<b>40,000</b>	<b>40,000</b>
INTERGOVERNMENTAL REVENUES				
659025 Other Governmental Revenue	14,500	14,500	4,500	4,500
<b>TOTAL INTERGOVERNMENTAL REVENUES</b>	<b>14,500</b>	<b>14,500</b>	<b>4,500</b>	<b>4,500</b>
CHARGES FOR CURRENT SERVICES				
660806 Eng. Services - Development Review Fees	86,500	86,500	87,000	87,000
662700 Other Charges for Services	50,000	50,000	1,700,000	1,700,000
662749 SD - Application Fees	3,500	3,500	3,750	3,750
662800 Interfund Revenue	4,185,577	4,185,577	2,345,410	2,345,410
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>4,325,577</b>	<b>4,325,577</b>	<b>4,136,160</b>	<b>4,136,160</b>
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	0	0	250,000	250,000
673904 Misc Reimb. -Salary/Benefits	0	0	15,000	15,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>0</b>	<b>0</b>	<b>265,000</b>	<b>265,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>4,387,077</u></b>	<b><u>4,387,077</u></b>	<b><u>4,445,660</u></b>	<b><u>4,445,660</u></b>

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PUBLIC WORKS  
(01300)**  
Function: **General**  
Activity: **Property Management**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>EXPENDITURES:</u></b>				
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	2,392,146	2,392,146	2,399,486	2,399,486
710103 Extra Help	0	0	54,000	54,000
710105 Overtime	6,000	6,000	6,500	6,500
710200 Retirement	826,970	826,970	917,807	917,807
710300 Health Insurance	397,762	397,762	343,136	343,136
710400 Workers' Compensation Insurance	129,761	129,761	129,761	129,761
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>3,752,639</b>	<b>3,752,639</b>	<b>3,850,690</b>	<b>3,850,690</b>
<b>SERVICES &amp; SUPPLIES</b>				
720300 Communications	9,500	9,500	9,800	9,800
720500 Household Expenses	8,000	8,000	16,000	16,000
720800 Maintenance - Equipment	150	150	150	150
721100 Memberships	16,000	16,000	15,000	15,000
721300 Office Expense	25,000	25,000	22,000	22,000
721305 Subscriptions	0	0	2,000	2,000
721314 Computer Equipment	10,000	10,000	5,000	5,000
721400 Professional & Specialized Services	310,000	310,000	300,000	300,000
721426 Software	4,000	4,000	2,500	2,500
721500 Publications & Legal Notices	2,500	2,500	2,500	2,500
721600 Rents & Leases - Equipment	15,000	15,000	5,800	5,800
721602 Rents & Leases - Other Equip	26,500	26,500	23,000	23,000
721900 Special Departmental Expense	5,000	5,000	3,750	3,750
722000 Transportation & Travel	45,000	45,000	40,000	40,000
722100 Utilities	25,500	25,500	30,400	30,400
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>502,150</b>	<b>502,150</b>	<b>477,900</b>	<b>477,900</b>

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PUBLIC WORKS  
(01300)**  
Function: **General**  
Activity: **Property Management**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
OTHER CHARGES				
731401 Interfund Expend- Cost Plan	282,288	282,288	257,203	257,203
<b>TOTAL OTHER CHARGES</b>	<b>282,288</b>	<b>282,288</b>	<b>257,203</b>	<b>257,203</b>
<b>TOTAL EXPENDITURES</b>	<b><u>4,537,077</u></b>	<b><u>4,537,077</u></b>	<b><u>4,585,793</u></b>	<b><u>4,585,793</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>150,000</u></b>	<b><u>150,000</u></b>	<b><u>140,133</u></b>	<b><u>140,133</u></b>

## PUBLIC WORKS

### COMMENTS

In the fall of 2014, the Board of Supervisors approved the creation of the Public Works Department and placed Roads, Special Districts, and Engineering under the umbrella of the Public Works Department under the direction of the Public Works Director (formerly, the Road Commissioner). The Public Works Department has responsibility over the following funds with individual budgets:

Public Works	01300
• Refuse Disposal (Liner Fund)	11100
• Special District Services	01340
• Roads	11800
• Transit	63860

Effective Fiscal Year 2017-18, all Public Works administrative and services staff and expenses that are allocable to multiple projects and reimbursed from multiple funds were budgeted in the new Public Works Org 01300. All field staff and expenses special to each fund are still budgeted in the respective fund. It should be noted that oversight of the Flood Control Org 15010 was transferred to the Water and Natural Resources Department effective Fiscal Year 2018-19. Staff from the Special Districts Org (01340) and Roads Org (11800) that provide services to multiple projects in various funds are consolidated into the Public Works Org (01300).

### ESTIMATED REVENUES

- 620710**      **Grading Permits** (\$40,000) is recommended based on the expected revenues from grading permits issued.
- 659025**      **Other Governmental Revenue** (\$4,500) is recommended based on the expected Automation Fee collected from permits issued.
- 660806**      **Engineering Services** (\$87,000) is recommended based on the expected revenues for the review of engineering plans.
- 662700**      **Other Charges for Services** (\$1,700,000) is recommended based on the expected revenues from Engineering time spent on Special District projects.
- 662749**      **SD Application Fees** (\$3,750) is recommended based on the expected revenues from applications of owners registering for services within water/wastewater districts.
- 662800**      **Interfund Revenues** (\$2,345,410) is recommended based on anticipated reimbursements for administrative services provided for Roads (11801), Solid Waste (11100), and all of the Special Districts and Community Service areas.



**ESTIMATED REVENUES (continued)**

- 670000**      **Intrafund Revenue** (\$250,000) recommended based on anticipated reimbursements for administrative services provided for Special Diistricts (01340).
- 673904**      **Miscellaneous Reimbursement** (\$15,000) recommended based on anticipated reimbursements for administrative services and potential refunds.

**SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$2,399,486) is recommended based on the cost of recommended staffing.
- 710103**      **Extra Help** (\$54,000) is recommended for one position within the Administrative Division.
- 710105**      **Overtime** (\$6,500) is recommended based on the cost of recommended staffing and historical costs.
- 710200**      **Retirement** (\$917,807) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$343,136) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$129,761) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

**SERVICES & SUPPLIES**

- 720300**      **Communications** (\$9,800) is recommended increased \$300 for telephone, cell phone, internet, answering service costs, and remote video camera monitoring services. Some costs can be directly billed/reimbursed by other funds (11801, 01340, 11100), everything remaining is factored into the Administrative overhead rate.
- 720500**      **Household Expense** (\$16,000) is recommended for costs associated with janitorial services. These expenses are factored into the Administrative overhead rate.

**SERVICES & SUPPLIES (continued)**

- 720800**      **Maintenance - Equipment** (\$150) is recommended unchanged based on anticipated expenditures for the washing of County vehicles and maintaining surveying equipment. These expenses are factored into the Administrative overhead rate.
- 721100**      **Memberships** (\$15,000) is recommended for memberships to: County Engineers Association; Regional Water Management Group; the American Water Works Association, the California Rural Water Association, the California Special Districts Association, and the California Water Environment Association; the Solid Waste Association of North America; and the Environmental Services Joint Powers Authority. Some costs can be directly billed/reimbursed by other funds (11801, 01340, 11100), everything remaining is factored into the Administrative overhead rate.
- 721300**      **Office Expense** (\$22,000) is recommended reduced \$3,000 for office supplies based on the current and projected staffing levels. Some costs can be directly billed/reimbursed by other funds (11801, 01340, 11100), everything remaining is factored into the Administrative overhead rate.
- 721305**      **Subscriptions** (\$2,000) is recommended for software subscriptions.
- 721314**      **Computer Equipment** (\$5,000) is recommended reduced \$5,000 to fund the purchase of new computers and monitors based on the current and projected staffing levels and to get all computers to an upgradeable version of Windows 10. Some costs can be directly billed/reimbursed by other funds (11801, 01340, 11100), everything remaining is factored into the Administrative overhead rate.
- 721400**      **Professional & Specialized Services** (\$300,000) is recommended to fund the continued need for an outside surveyor and other engineering consultants. Some costs can be directly billed/reimbursed by projects and/or other funds (11801, 01340, 11100), everything remaining is factored into the Administrative overhead rate.
- 721426**      **Software** (\$2,500) is recommended reduced \$1,500 for two licenses for AutoCAD Civil 3D, and one license for WaterCAD. These costs are factored into the Administrative overhead rate.
- 721500**      **Publications & Legal Notices** (\$2,500) is recommended for publishing official notices and required newspaper announcements. Some costs can be directly billed/reimbursed by other funds (11801, 01340, 11100), everything remaining is factored into the Administrative overhead rate.

## PUBLIC WORKS

### SERVICES & SUPPLIES (continued)

- 721600**      **Rents & Leases - Equipment** (\$5,800) is recommended for the rental of vehicles from Central Garage.
- 721602**      **Rents & Leases-Other Equipment** (\$23,000) is recommended for the rental/lease of copier equipment.
- 721900**      **Special Departmental Expense** (\$3,750) is recommended for required State Fish & Game fees for any lake and stream bed alterations and the renewal for Civil Engineers' licenses. Some costs can be directly billed/reimbursed by other funds (11801, 01340, 11100), everything remaining is factored into the Administrative overhead rate.
- 722000**      **Transportation & Travel** (\$40,000) is recommended based on current and projected expenses to provide out-of-county travel, private mileage reimbursement, and training. Some costs can be directly billed/reimbursed by other funds (11801, 01340, 11100), everything remaining is factored into the Administrative overhead rate.
- 722100**      **Utilities** (\$30,400) is recommended for expenses related to Public Work's share of utilities of the Government Center.

### OTHER CHARGES

- 731401**      **Interfund Expend-Cost Plan** (\$257,203) is recommended for expenses related to Public Work's share of A-87 (cost allocation plan) charges. Expenses are factored into the Administrative overhead rate.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PUBLIC WORKS  
(01300)**  
Function: **General**  
Activity: **Property Management**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I							
3354	Accounting Technician II or	1.0	-	1.0	-	-	-	
3349	Accounting Technician I							
3354	Accounting Technician II or							
3354	Senior Accounting Technician	1.0	-	1.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	2.0	-	2.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II							
3209	Senior Administrative Analyst	2.0	-	2.0	-	-	-	
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
3303	Assistant Engineer	1.0	-	1.0	-	-	-	
4202	Engineer I or							
4203	Engineer II or							
4204	Engineer III	6.0	1.0	6.0	1.0	-	-	
3743	Deputy Public Works Director	2.0	-	2.0	-	-	-	
4118	Deputy Public Works Director - Admin.	1.0	-	1.0	-	-	-	
3234	Development Services Engineer	1.0	-	1.0	-	-	-	
2142	Director of Public Works	1.0	-	1.0	-	-	-	
3304	Engineering Aide	1.0	-	1.0	-	-	-	
3305	Engineering Technician	4.0	1.0	4.0	1.0	-	-	

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PUBLIC WORKS  
(01300)**  
Function: **General**  
Activity: **Property Management**  
Fund: **General**

	<b><u>2019-20 Authorized Positions</u></b>		<b><u>2020-21 Proposed Positions</u></b>		<b><u>Y-O-Y Changes in Positions</u></b>		
3656 Office Services Supervisor I or	-	-	-	-	-	-	
3655 Office Services Supervisor II	-	-	-	-	-	-	
3636 Program Assistant I or							
3637 Program Assistant II or	<b>6.0</b>	-	<b>6.0</b>	-	-	-	
3654 Sr. Program Assistant	<b>1.0</b>	-	<b>1.0</b>	-	-	-	<b>A</b>
3329 Program Manager	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	-	-	
3244 Public Works Inspector	<b>1.0</b>	-	<b>1.0</b>	-	-	-	
3310 Real Property Agent	<b>1.0</b>	-	<b>1.0</b>	-	-	-	
Solid Waste Manager	-	-	<b>1.0</b>	-	<b>1.0</b>	-	
<b>TOTAL</b>	<b>34.0</b>	<b>3.0</b>	<b>35.0</b>	<b>3.0</b>	<b>1.0</b>	<b>-</b>	

**NOTES:**

**A** Only one (1) Program Assistant position is to be flexed up to the senior level

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**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SPECIAL DISTRICT  
SERVICES (01340)**  
Function: **General**  
Activity: **Property Management**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
660803 Engineering Services Special Districts	3,129,427	3,086,207	3,086,207	3,086,207
662800 Interfund Revenue	81,618	383,669	383,669	383,669
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>3,211,045</b>	<b>3,469,876</b>	<b>3,469,876</b>	<b>3,469,876</b>
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	3,150	3,000	3,000	3,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>3,150</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>3,214,195</u></b>	<b><u>3,472,876</u></b>	<b><u>3,472,876</u></b>	<b><u>3,472,876</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,425,696	1,447,535	1,447,535	1,447,535
710103 Extra Help	0	20,232	20,232	20,232
710105 Overtime	100,000	85,000	85,000	85,000
710106 Stand-By Pay	36,000	36,000	36,000	36,000
710200 Retirement	493,319	554,059	554,059	554,059
710300 Health Insurance	262,876	241,267	241,267	241,267
710400 Workers' Compensation Insurance	42,867	37,509	37,509	37,509
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>2,360,758</b>	<b>2,421,602</b>	<b>2,421,602</b>	<b>2,421,602</b>
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	10,700	10,500	10,500	10,500
720300 Communications	13,500	13,500	13,500	13,500
720500 Household Expense	2,400	3,500	3,500	3,500
720600 Insurance	286,047	325,053	325,053	325,053
720800 Maintenance - Equipment	23,500	25,000	25,000	25,000

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SPECIAL DISTRICT  
SERVICES (01340)**  
Function: **General**  
Activity: **Property Management**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES (continued)				
720900 Maintenance - Structures & Grounds	500	500	500	500
720910 Maintenance - Water/Sewer	10,000	5,000	5,000	5,000
721000 Medical, Dental & Lab Supplies	500	200	200	200
721400 Professional & Specialized Services	150,000	115,000	115,000	115,000
721601 Rent/Lease CO Vehicle	150,000	170,000	170,000	170,000
721602 Rent/Lease Other Eqpt	10,000	5,000	5,000	5,000
721800 Small Tools & Instruments	15,000	17,500	17,500	17,500
721900 Special Departmental Expense	3,000	1,500	1,500	1,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>675,147</b>	<b>692,253</b>	<b>692,253</b>	<b>692,253</b>
FIXED ASSETS				
740300 Equipment	140,000	6,000	6,000	6,000
<b>TOTAL FIXED ASSETS</b>	<b>140,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
INTRAFUND TRANSFER				
770100 Intrafund Transfer	0	265,000	265,000	265,000
<b><u>TOTAL EXPENDITURES</u></b>	<b>3,175,905</b>	<b>3,384,855</b>	<b>3,384,855</b>	<b>3,384,855</b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>(38,290)</u></b>	<b><u>(88,021)</u></b>	<b><u>(88,021)</u></b>	<b><u>(88,021)</u></b>



## SPECIAL DISTRICTS DIVISION

### COMMENTS

This budget is administered under the jurisdiction of the Public Works Department. It allocates funds for expenses pertaining to salaries and wages for field and administrative staff, equipment, administrative overhead, and indirect costs associated with operation of Maintenance Districts and County Service Areas. These Districts and Service Areas provide water and wastewater services; although, there are a few that include street light and drainage services.

### ESTIMATED REVENUES

The revenue for the Special Districts Budget is obtained through charges to the individual Maintenance Districts and County Service Areas Budgets. The costs incurred for the field personnel's time and equipment are billed directly to the Maintenance District or Service Area where the work was performed. The costs incurred for Special Districts Administration, Tools, Equipment, Fixed Assets, and the A-87 plan are billed to the districts based on a pro-rata share. Equipment maintenance and repair costs are recovered through a combination of prorated charges and rental fees charged to the Districts using the equipment.

Special Districts embarked on a County-wide Rate Study for all water/sewer Special Districts in Fiscal Year 2016-17. The studies were completed in the summer of 2019 and those that were approved have a volumetric rate for those districts with meters and a Consumer Price Index increase to keep up with costs over the years. Rate Studies are needed, on average, every 5 years in order to account for fluctuations in the economy, aging infrastructure, and environmental impacts.

- 660803**      **Engineering Services Special Districts** (\$3,086,207) is recommended decreased \$43,220 for reimbursement from the individual districts back to 01340 for field staff salaries and benefits and equipment used within the individual districts, as well as all items listed in Service and Supplies and Fixed Assets.
- 662780**      **SD-Admin Overhead** (\$0) is recommended reduced. All administrative costs are now included in revenue collected in 660803 or 662800.
- 662800**      **Interfund Revenue** (\$383,669) is recommended increased \$302,051 for reimbursement from the individual districts for the A-87 Cost plan, as well as expenses listed in Intrafund Transfer (770100) which included all administrative staff time and things like office supplies, travel/training, etc.
- 673000**      **Miscellaneous Revenue** (\$3,000) is recommended for the payment of backflow device testing on specific properties.

### SALARIES & EMPLOYEE BENEFITS

- 710102**      **Permanent Salaries** (\$1,447,535) are recommended increased \$21,839, based on the cost of recommended staff.

## SPECIAL DISTRICTS DIVISION

### SALARIES & EMPLOYEE BENEFITS (continued)

- 710103**      **Extra Help** (\$20,232) is recommended increased due to water conservation efforts in order to comply with the current State mandate.
- 710105**      **Overtime** (\$85,000) is recommended decreased \$15,000 due to projected current costs. Overtime is generated primarily due to alarm conditions, system failures, and other emergencies that require employees to work beyond their shift or to be called back outside of their regularly scheduled hours. Overtime is hard to specify since it depends on the hourly rate of the person called and the amount of time it takes to fix the problem. A rough estimate would be \$35 per hour x 2,428 hours per year.
- 710106**      **Stand-by Pay** (\$36,000) is recommended unchanged to provide for two field staff (one in the mountain area and one in the valley area) to be on stand-by and ready to respond to alarms and emergencies after hours, nights, weekends, and holidays to ensure district coverage 24 hours per day, seven days per week at an average rate of 500 hours per month, per area at \$3.00 per hour.
- 710200**      **Retirement** (\$554,059) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$241,267) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$37,509) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

- 720200**      **Clothing & Personal Supplies** (\$10,500) is recommended decreased \$200 for uniform rental, rain gear, boot reimbursement as per MOU, and needed protective garments required by safety regulations.
- 720300**      **Communications** (\$13,500) is recommended for communications expenses.
- 720500**      **Household Expense** (\$3,500) is recommended increased \$1,100 based on current expenditures for required uniforms for field staff, miscellaneous cleaning and restroom supplies.

**SPECIAL DISTRICTS DIVISION**

**SERVICES & SUPPLIES (continued)**

- 720600**      **Insurance** (\$325,053) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance – Equipment** (\$25,000) is recommended increased \$1,500 based on current and projected expenses for maintaining heavy equipment (trucks, tractors, and implements), generators, pumps, welders, sewer cleaning equipment, etc.
- 720900**      **Maintenance – Grounds** (\$500) is recommended unchanged for minor maintenance costs for the valley shop facilities including herbicides, paint, and fence repair materials.
- 720910**      **Maintenance – Water/Sewer Systems** (\$5,000) is recommended decreased \$5,000 for universal costs and replacement parts related to the operation and maintenance of the Valley wastewater treatment plants and water systems. This account is reimbursed by valley Districts based on pro-rata share of improved water and sewer units.
- 721000**      **Medical, Dental & Laboratory Supplies** (\$200) is recommended decreased \$300 for first aid and safety supplies for the field shops, county vehicles, and the District office.
- 721400**      **Professional & Specialized Services** (\$115,000) is recommended for the following services:  
                 Septage Hauling: \$36,000  
                 Utility Billing Software: \$29,000  
                 Bill printing/mailing/Lockbox services: \$50,000
- 721601**      **Rent/Lease CO Vehicle** (\$170,000) is recommended for the use of 21 vehicles from County Central Garage.
- 721602**      **Rent/Lease Other Eqpt** (\$5,000) is recommended for the rental of equipment not owned by the County. Equipment needed on a regular basis that may need to be rented: Inductor Trailer, Backhoe, Skid Steer, Loader/Box Scraper Tractor, 25 ton boom truck, Power Broom Street Sweeper.
- 721800**      **Small Tools & Instruments** (\$17,500) is recommended increased \$2,500 to purchase and replace tools and instruments carried on District vehicles and used in the District shops.
- 721900**      **Special Departmental Expense** (\$1,500) is recommended reduced \$1,500, based on current and projected expenses for employees' State Sewer and Water Certifications and continuing education units.

**SPECIAL DISTRICTS DIVISION**

**FIXED ASSETS**

**740300**      **Equipment** (\$6,000) is recommended decreased \$80,000 for the purchase of: 1 Utility Trailer

**INTRAFUND TRANSFER**

**770000**      **Intrafund Expense Staffing** (\$265,000) all reimbursements to the Public Works Org 01300 for administrative staff time spent on Special Districts functions as well as reimbursement for operating costs such as office supplies, computer equipment, travel/training, etc. are paid directed by the districts based a pro-rata share.

**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SPECIAL DISTRICTS  
 SERVICES (01340)**  
 Function: **General**  
 Activity: **Property Management**  
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3743	Licensed Utility Worker I or							
3742	Licensed Utility Worker II or							
3840	Utility Worker	16.0	-	16.0	-	-	-	
3740	Special Districts Electrician	1.0	-	1.0	-	-	-	
3231	Special Districts Utility Manager	2.0	-	2.0	-	-	-	
3741	Supervising Licensed Utility Worker	3.0	-	3.0	-	-	-	
3744	Utilities Superintendent	1.0		1.0		-		
	<b>TOTAL</b>	<u>23.0</u>	<u>-</u>	<u>23.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

**NOTES:**

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**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **CHILD SUPPORT  
SERVICES (03700)**  
Function: **Public Protection**  
Activity: **Judicial**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2019-20</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
<b>INTERGOVERNMENTAL REVENUE</b>				
640101 Interest on Cash	0	4,000	4,000	4,000
654000 State - Other	1,101,485	1,042,792	1,042,792	1,042,792
657000 Federal - Other	2,138,176	2,024,243	2,024,243	2,024,243
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>3,239,661</b>	<b>3,071,035</b>	<b>3,071,035</b>	<b>3,071,035</b>
<b>CHARGES FOR CURRENT SERVICES</b>				
662800 Intrafund Revenue	17,952	0	0	0
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>17,952</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>MISCELLANEOUS REVENUE</b>				
673000 Miscellaneous Revenue	9,000	0	9,000	9,000
<b>TOTAL MISCELLANEOUS REVENUES</b>	<b>9,000</b>	<b>0</b>	<b>9,000</b>	<b>9,000</b>
<b>OTHER FINANCING SOURCES</b>				
680200 Operating Transfers In	173,593	193,372	193,372	193,372
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>173,593</b>	<b>193,372</b>	<b>193,372</b>	<b>193,372</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>3,440,206</u></b>	<b><u>3,264,407</u></b>	<b><u>3,273,407</u></b>	<b><u>3,273,407</u></b>

**EXPENDITURES:**

<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	1,715,598	1,620,451	1,620,451	1,620,451
710103 Extra Help	51,000	0	0	0
710105 Overtime	5,000	5,000	5,000	5,000
710107 Premium Pay	6,500	6,700	6,700	6,700
710200 Retirement	603,547	622,814	622,814	622,814
710300 Health Insurance	291,175	289,521	289,521	289,521
710400 Workers' Compensation Insurance	25,782	26,000	22,560	22,560

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **CHILD SUPPORT  
SERVICES (03700)**  
Function: **Public Protection**  
Activity: **Judicial**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2019-20</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>2,698,602</b>	<b>2,570,486</b>	<b>2,567,046</b>	<b>2,567,046</b>
<b>SERVICES &amp; SUPPLIES</b>				
720300 Communications	17,000	17,000	17,000	17,000
720500 Household Expense	18,500	21,000	21,000	21,000
720600 Insurance	53,129	53,129	60,374	60,374
720601 General Insurance	764	775	775	775
720800 Maintenance - Equipment	5,000	5,000	5,000	5,000
720900 Maintenance - Structures & Grounds	5,246	5,246	5,246	5,246
721100 Memberships	3,470	3,432	3,432	3,432
721300 Office Expense	40,000	41,000	41,000	41,000
721400 Professional & Specialized Services	50,000	45,000	45,000	45,000
721500 Publications & Legal Notices	200	300	300	300
721600 Rents & Leases - Equipment	11,000	15,000	15,000	15,000
721900 Special Departmental Expense	19,070	5,000	5,000	5,000
722000 Transportation & Travel	18,000	2,000	2,000	2,000
722100 Utilities	40,000	35,000	35,000	35,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>281,379</b>	<b>248,882</b>	<b>256,127</b>	<b>256,127</b>
<b>INTRAFUND EXPENSES</b>				
770100 Intrafund Transfer	340,825	382,000	382,000	382,000
<b>TOTAL INTRAFUND EXPENSES</b>	<b>340,825</b>	<b>382,000</b>	<b>382,000</b>	<b>382,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>3,320,806</u></b>	<b><u>3,201,368</u></b>	<b><u>3,205,173</u></b>	<b><u>3,205,173</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>(119,400)</u></b>	<b><u>(63,039)</u></b>	<b><u>(68,234)</u></b>	<b><u>(68,234)</u></b>



## CHILD SUPPORT SERVICES

### COMMENTS

The function of this Department is to locate and obtain financial support from parents to support their children. This Department is also charged with the responsibility of initiating steps to enforce court orders regarding child support for civil cases and the establishment of paternity. The Program also reduces welfare grants to CalWorks cases by requiring non-custodial parents to contribute to the support of their children.

In 2020-21, the Department will remain 100% sub-vented with a combination of State and Federal funding, with no impact on the General Fund. This continues to become more challenging each year as the State and Federal allocations have been held flat for several years. The Department continues to hold several positions vacant and makes ongoing efforts to reduce operational costs.

### WORKLOAD

The State requires that the following three categories be reported based on a calculation at the end of the Federal Fiscal Year:

	<b>Currently Receiving <u>Assistance</u></b>	<b>Formerly Received <u>Assistance</u></b>	<b>Never Received <u>Assistance</u></b>	<b><u>Total</u></b>
October 2019	1609	3838	1153	6600
November 2019	1643	3797	1171	6611
December 2019	1678	3760	1172	6610

**Note:** If a client is currently receiving Public Assistance (CalWORKs), or has formerly received Assistance, the incentives received for these cases are higher than for a client who has never received Assistance.

### ESTIMATED REVENUES

**654000**      **State – Other** (\$1,042,792) is recommended based on the projected state portion of the Child Support Funding Allocation

**657000**      **Federal-Other** (\$2,024,243) is recommended based on the projected federal portion of the Child Support Funding Allocation

**673000**      **Miscellaneous Revenue** (\$9,000) is recommended based on the projected interest accrued from the department’s state and federal revenues.

## CHILD SUPPORT SERVICES

### ESTIMATED REVENUES (continued)

**680200**      **Operating Transfer In** (\$193,372) is recommended based on the available funds from the Reserve Child Support Fund (5591) and request for Mid-Year reallocation from the State Department of Child Support Services. Salary savings anticipated.

### SALARIES & EMPLOYEE BENEFITS

**710102**      **Permanent Salaries** (\$1,620,451) are recommended decreased \$95,147 based on cost of recommended staff. Salary savings are expected due to vacant positions.

**710103**      **Extra Help** (\$0) is recommended decreased to zero for extra-help staff which is fully funded for extra projects

**710105**      **Overtime** (\$5,000) is recommended unchanged.

**710107**      **Premium Pay** (\$6,700) is recommended increased \$200 based on staffing.

**710200**      **Retirement** (\$622,814) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      **Health Insurance** (\$289,521) is based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$22,560) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

**720300**      **Communications** (\$17,000) is recommended unchanged The budgeted amount for this account is based on current and estimated costs for the department's telephone services.

**720500**      **Household Expense** (\$21,000) is recommended increased \$2,500 for janitorial services and supplies for the building provided through a contracted service provider. This amount also includes refuse disposal costs.

**720600**      **Insurance** (\$60,374) is the Department's contribution to the County's Self-Insured Liability Program.

**CHILD SUPPORT SERVICES**

**SERVICES & SUPPLIES (continued)**

- 720601      **General Insurance** (\$775) is recommended increased \$11 for the Department’s contribution to the County’s Property Insurance Program.
  
- 720800      **Maintenance - Equipment** (\$5,000) is recommended unchanged based on current, actual costs for maintenance of office and computer equipment, and vehicles.
  
- 720900      **Maintenance - Structures and Grounds** (\$5,246) is recommended unchanged as costs for Building and Grounds Maintenance labor are now accounted for under Intrafund Expense (770100) as per direction received from the Auditor’s Office. This account funds the supplies needed for the maintenance of the Child Support building.
  
- 721100      **Memberships** (\$3,432) is recommended increased as costs for the Child Support Director’s Association (CSDA) dues (\$2,888); this account also funds California Attorney Dues (\$544) have increased.
  
- 721300      **Office Expense** (\$41,000) is recommended increased \$1,000 based on current and projected expenses for printed forms, general office and copy supplies, State-directed customer service activities, and mailing costs.
  
- 721400      **Professional & Specialized Services** (\$45,000) is recommended unchanged based on necessary program system support of Service of Process costs; IT support costs are now accounted for under Intrafund Expense (770100) per direction received from the Auditor-Controller’s office. Genetic Testing reduced to zero costs are now covered by the State Department of Child Support  
 Projected expenses are as follows:
 

Genetic Testing/Paternity Declarations	\$ 4,000
Service of Process	30,000
ADT Security/Credit Reporting/Employee Insight/Other	11,000
  
- 721600      **Rents & Leases - Equipment** (\$15,000) is recommended increased \$4,000 based on actual costs to fund the copier lease contract, including lease of three copiers and increased costs for printing.
  
- 722000      **Transportation & Travel** (\$2,000) is recommended decreased \$16,000 for attendance at meetings, training sessions, and conferences.

## CHILD SUPPORT SERVICES

### **SERVICES & SUPPLIES (continued)**

**722100**      **Utilities** (\$35,000) is recommended decreased \$5,000 based on current and projected expenditures for gas, electricity and water utility costs for the Child Support building.

### **INTRAFUND EXPENSES**

**770000**      **Intrafund Expenses** (\$382,000) is recommended increased \$41,175 for IT support services (\$290,000), Retiree Health Insurance (\$78,000), and Building and Grounds Maintenance (\$7,000). This account also funds services provided by Central Services (\$2,000). This account also funds the MOU with Human Resources (\$5,000).

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **CHILD SUPPORT SERVICES (03700)**  
Function: **Public Protection**  
Activity: **Judicial**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
3693	Child Support Assistant I or							
3694	Child Support Assistant II	7.0	4.0	7.0	4.0	-	-	
3695	Child Support Assistant III	3.0	-	3.0	-	-	-	
3369	Child Support Program Manager	2.0	-	2.0	-	-	-	
3344	Child Support Specialist I or							
3345	Child Support Specialist II	13.0	2.0	13.0	2.0	-	-	
3339	Child Support Specialist III	4.0	1.0	4.0	1.0	-	-	
3170	Deputy Director of Child Support Srvc	1.0	-	1.0	-	-	-	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	1.0		1.0	-	-	-	
2119	Director of Child Support Services	1.0	-	1.0	-	-	-	
3533	Office Assistant I or							
3534	Office Assistant II	-	4.0	-	4.0	-	-	
3292	Staff Services Analyst I (General)	1.0	-	1.0	-	-	-	
3171	Child Support Supervisor	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<b>35.0</b>	<b>11.0</b>	<b>35.0</b>	<b>11.0</b>	<b>-</b>	<b>-</b>	

**NOTES:**

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DISTRICT ATTORNEY  
 (03510)  
 Function: Public Protection  
 Activity: Judicial - Other  
 Fund: General

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
FINES, FORFEITURES & PENALTIES				
630300 Forfeitures & Penalties	11,000	11,000	11,000	11,000
<b>TOTAL FINES, FORFEITURES &amp; PENALTIES</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>
INTERGOVERNMENTAL REVENUE				
654026 ST - Post Training Reimbursement	11,000	11,000	11,000	11,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	115,000	35,000	35,000	35,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>115,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>
OTHER FINANCING SOURCES				
680200 Operating Transfers In	435,000	346,496	754,800	754,800
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>435,000</b>	<b>346,496</b>	<b>754,800</b>	<b>754,800</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>572,000</u></b>	<b><u>403,496</u></b>	<b><u>811,800</u></b>	<b><u>811,800</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	2,515,145	2,531,451	2,531,451	2,531,451 <sup>1</sup>
710103 Extra Help	125,744	113,981	113,981	113,981
710105 Overtime	10,000	10,000	10,000	10,000
710200 Retirement	893,397	1,035,849	1,035,849	1,035,849 <sup>1</sup>
710300 Health Insurance	288,134	363,103	363,103	363,103

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **DISTRICT ATTORNEY  
(03510)**  
Function: **Public Protection**  
Activity: **Judicial - Other**  
Fund: **General**

	<b>BOARD APPROVED 2019-20</b>	<b>CAO BASELINE 2020-21</b>	<b>DEPARTMENT REQUEST 2020-21</b>	<b>CAO RECOMMENDED 2020-21</b>
SALARIES & EMPLOYEE BENEFITS (continued)				
710400 Workers' Compensation Insurance	82,555	72,236	72,236	72,236
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>3,914,975</b>	<b>4,126,619</b>	<b>4,126,620</b>	<b>4,126,620</b>
SERVICES & SUPPLIES				
720300 Communications	42,500	42,500	42,500	42,500
720600 Insurance	113,803	129,321	129,321	129,321
720702 Witness Fees	3,000	3,000	3,000	3,000
720800 Maintenance-Equipment	1,000	1,000	1,000	1,000
721100 Memberships	15,000	18,960	18,960	18,960
721300 Office Expense	50,000	50,000	50,000	50,000
721400 Professional & Specialized Services	40,000	43,000	43,000	43,000
721600 Rents & Leases - Equipment	60,000	83,749	79,344	79,344
721900 Special Departmental Expense	21,000	21,000	21,000	21,000
721910 Juvenile Justice Commission	2,000	2,000	2,000	2,000
721912 Special Departmental Expense - POST Training	3,000	3,000	3,000	3,000
722000 Transportation & Travel	54,000	54,000	54,000	54,000
722100 Utilities	7,500	7,500	7,500	7,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>412,803</b>	<b>459,030</b>	<b>454,625</b>	<b>454,625</b>
FIXED ASSETS				
740300 Fixed Assets	235,000	0	0	0
<b>TOTAL FIXED ASSETS</b>	<b>235,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>4,562,778</u></b>	<b><u>4,585,649</u></b>	<b><u>4,581,245</u></b>	<b><u>4,581,245</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>3,990,778</u></b>	<b><u>4,182,153</u></b>	<b><u>3,769,445</u></b>	<b><u>3,769,445</u></b>

<sup>1</sup>A 5.0% Salary Savings was applied to the CAO Recommended Appropriations based on projected salary savings experience in the current fiscal year.



## DISTRICT ATTORNEY

### COMMENTS

The District Attorney is responsible for criminal prosecution of all violations of State and County laws, as well as civil prosecutions of certain violations of State and County laws. The gross number of prosecutors has remained substantially the same with minor (non-salary growth) changes to net county costs due to grant reception or termination since 2011. Over that time, the Sheriff's office has grown dramatically, as has the Madera Police Department, the main agencies which submit reports for prosecution. Prosecution itself has also changed, requiring a more nuanced approach to cases. Prosecutors now spend substantially more time crafting resolutions in accordance with new laws requiring emphasis on rehabilitation, treatment, and curbing recidivism. Our request for additional staff allows us to meet all of these new needs and continue to keep Madera County safe.

### WORKLOAD

	<u>Actual</u> <u>2018-19</u>	<u>Estimated</u> <u>2019-20</u>	<u>Projected</u> <u>2020-21</u>
FILES OPENED	7,311	7,500	7,700
CONSOLIDATED COURTS			
Juvenile Petitions	750	750	775
Jury Trials	30	30	40
Felonies Filed	1,526	1,600	1,700
Misdemeanors Filed	4,273	4,500	5,000

### ESTIMATED REVENUES

- 630300**      **Forfeitures and Penalties** (\$11,000) for the District Attorney's receipt of seized funds associated with the prosecution of drug cases.
- 654026**      **Intergovernmental Revenue** (\$11,000) for the State of California POST reimbursements for Investigator training.
- 673400**      **Miscellaneous Revenue – Trust Funds** (\$35,000) for the District Attorney's receipt of asset forfeiture funds held in trust specifically for the department's use in staff training or equipment purchases. The District Attorney's receipt of CCP funds for reimbursement of staff training expenses (\$12,000) and for miscellaneous fines and penalties derived through prosecution (\$3,000).

**ESTIMATED REVENUES (continued)**

**680200**      **Operating Transfers In** (\$754,800) for the District Attorney's receipt of AB109 realignment funds (\$290,000) and reimbursable COVID related activities performed by the District Attorney's Investigative staff (\$464,800).

**AB 109 REVENUE**

On September 27, 2011, Madera County Board of Supervisors adopted the County of Madera Public Safety Realignment Plan. As part of this plan the District Attorney will receive a share of the state realignment revenue. This additional revenue (estimated \$45,000) will offset part of the Deputy District Attorney that will backfill the vacated spot that resulted from assigning a Deputy District Attorney to the department's DUI program.

**SALARIES & EMPLOYEE BENEFITS**

**710102**      **Permanent Salaries** (\$2,531,451) are recommended increased \$16,306 based on the cost of recommended staff.

**710103**      **Extra Help** (\$113,981) is recommended decreased \$11,763 based on current actual costs for Extra Help staff.

**710105**      **Overtime** (\$10,000) is recommended unchanged for District Attorney Investigators to serve papers and contact witnesses after hours and on weekends.

**710200**      **Retirement** (\$1,035,849) reflects the County's anticipated contribution to Social Security and the Public Employees Retirement System.

**710300**      **Health Insurance** (\$363,103) is based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$72,236) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

**SERVICES & SUPPLIES**

- 720300**      **Communications** (\$42,500) is recommended unchanged based on current actual costs for cell phones and office phones for staff. Since the Court moved to its new building there has been an increasing need for our prosecutors to be able to communicate with investigators and other support staff at the main office. The sensitive nature of the email, texts, and phone calls requires us to provide staff with cell phones. Human Resources has suggested we provide work cell phones for necessary staff. Verizon Wireless is the current cell phone provider for the District Attorney's Office. Service for the cell phones will cost \$38,900 per year. The remaining \$3,600 is the cost for land line phones and fax for the District Attorney main office and Sierra office.
- 720600**      **Insurance** (\$129,321) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720702**      **Witness Fees** (\$3,000) is recommended unchanged for witness fees, which are the responsibility of the District Attorney.
- 720800**      **Maintenance – Equipment** (\$1,000) is recommended unchanged for maintenance agreements, mobile radio repairs, computer and photo equipment repairs, and CLETS maintenance.
- 721100**      **Memberships** (\$18,960) is recommended increased \$3,960 and is based on actual expenses for membership in the California District Attorneys' Association for the District Attorney (\$3,801), all Deputy District Attorneys (\$3,780), Fresno-Madera Chiefs' Association (\$125), California District Attorney Investigator's Association (\$220), California Rural Crime School for the Chief Investigator (\$100), and payment of the California State Bar dues for each Attorney in the Department (\$10,934), as required in the MOU.
- 721300**      **Office Expense** (\$50,000) is recommended unchanged for general office supplies, computer equipment, copying costs, maintaining legal periodicals and books, the purchase of printed forms. Asset Forfeiture and Consumer Protection revenue will offset this entirely.
- 721400**      **Professional & Specialized Services** (\$43,000) is recommended increased \$3,000 for the Karpel Case Management System maintenance (\$38,375) and for polygraph and handwriting analysis, expert witness fees, interpreters, laboratory technician cost, auto accident experts, on-line legal services, background investigations, and various other classes of experts or exams (\$4,625).

**SERVICES & SUPPLIES** (continued)

- 721600**      **Rents & Leases – Equipment** (\$79,344) is recommended increased \$19,344 for the leasing of eight vehicles from Central Garage (\$60,500), for rental of a copy machine (\$7,684), and for rental of a vehicle storage facility (\$11,160). The vehicles are used by the investigators in performance of their duties. The trucks will be used for an estimated 54,000 miles at a cost of \$32,500. The sedans will be used for an estimated 50,000 miles at a cost of \$28,000. The vehicle storage facility is used to store impounded vehicles designated as evidence.
- 721900**      **Special Departmental Expense** (\$21,000) is recommended unchanged for witness expenses, CD and DVD media, photographic services, prison and court records, investigator equipment, and \$5,000 for special funds. These expenses are critical for providing the prosecutors with the necessary resources in trial.
- 721910**      **Juvenile Justice Commission** (\$2,000) is recommended unchanged in accordance with the submitted request by the commission and includes compensation and mileage reimbursement for the 12 commission members, plus photo copy and postage charges.
- 721912**      **Special Departmental Expense - POST Training** (\$3,000) is recommended unchanged for annual training and POST compliance expenses for the District Attorney Investigators. Any funds expended for this purpose are reimbursed to the County by POST.
- 722000**      **Transportation & Travel** (\$54,000) is recommended unchanged for meetings, conferences, private mileage and transportation of prisoners, if required. The increase is necessary to accommodate the required training for additional staff. The training costs in this line item will be partially offset by Asset Forfeiture funds that have been included in the revenue estimate, or by Consumer Protection funds awarded to the District Attorney's Office.
- 722100**      **Utilities** (\$7,500) are recommended for the Department's share of utilities.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **DISTRICT ATTORNEY  
(03510)**  
Function: **Public Protection**  
Activity: **Judicial - Other**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst or							
4127	Principal Administrative Analyst	<b>0.75</b>	-	<b>0.75</b>	<b>1.0</b>	-	<b>1.0</b>	<b>A</b>
3124	Assistant District Attorney	<b>0.40</b>	-	<b>0.40</b>	-	-	-	
4209	Chief DA Criminal Investigator	<b>0.50</b>	-	<b>0.50</b>	-	-	-	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	<b>13.0</b>	-	<b>14.0</b>	-	<b>1.0</b>	-	<b>E</b>
1008	District Attorney	<b>0.95</b>	-	<b>0.95</b>	-	-	-	
3414	District Attorney Criminal Investigator or							
3468	Senior DA Criminal Investigator	<b>2.0</b>	-	<b>4.0</b>	-	<b>2.0</b>	-	<b>B</b>
3423	Investigative Assistant	-	<b>1.0</b>	<b>2.0</b>	-	<b>2.0</b>	<b>(1.0)</b>	<b>C</b>
3533	Office Assistant I or							
3534	Office Assistant II	-	<b>1.0</b>	-	<b>1.0</b>	-	-	
3656	Office Services Supervisor I or							
3655	Office Services Supervisor II or Senior Legal Secretary	<b>1.0</b>	-	<b>1.0</b>	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II or							
3654	Senior Program Assistant or							

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **DISTRICT ATTORNEY  
(03510)**  
Function: **Public Protection**  
Activity: **Judicial - Other**  
Fund: **General**

		<b>2019-20 Authorized Positions</b>		<b>2020-21 Proposed Positions</b>		<b>Y-O-Y Changes in Positions</b>		
3669	Legal Secretary I or							
3653	Legal Secretary II or							
3430	DA Administrative Specialist	<b>6.0</b>	<b>2.2</b>	<b>8.0</b>	<b>0.20</b>	<b>2.0</b>	<b>(2.0)</b>	<b>D</b>
3326	Supervising Deputy District Attorney	<b>1.5</b>	-	<b>1.5</b>	-	-	-	
3469	Supervising DA Criminal Investigator	<b>1.0</b>	-	<b>0.5</b>	-	<b>(0.50)</b>	-	<b>B</b>
3377	Business Systems Information Analyst	<b>1.0</b>	-	<b>1.0</b>	-	-	-	
<b>TOTAL</b>		<b>28.1</b>	<b>4.2</b>	<b>34.6</b>	<b>2.2</b>	<b>6.5</b>	<b>(2.0)</b>	

**PERMANENT POSITION NOTES:**

- A** Reflects the request of the District Attorney to add flexibly staff Administrative Analyst between the I/II/Sr. and Principal levels
- B** Increasing the number of criminal investigators by two (2) to improve the Prosecutor to Investigator ratio as required by the current work load. Will be offset by deletion of one (1) Supervising DA Criminal Investigator (other 0.50 in Org 03550 Welfare Fraud) and unfunding of one (1) DA Criminal Investigator in Org 03550 Welfare Fraud).
- C** Reflects the request of the District Attorney to fund the previously unfunded Investigative Assistant position and to increase the position allocation by one (1) additional Investigative Assistant position in order to adequately process criminal background packets for the increasing case referral work load. This will be offset by removing the current funding for three (3) EH Investigative Assistants
- D** Reflects the request of the District Attorney to fund two of the previously unfunded Program Assistant positions to eliminate the increasing processing back log. This is offset by removing current funding for two (2) EH Program Assistants
- E** Reflects the request of the District Attorney to add one (1) Deputy District Attorney, which will be fully offset by removing the current funding for two (2) EH Deputy District Attorneys.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DISTRICT ATTORNEY -  
 COPS (03530)  
 Function: Public Protection  
 Activity: Judicial - Other  
 Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	60,000	60,000	60,000	60,000
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>60,000</u></b>	<b><u>60,000</u></b>	<b><u>60,000</u></b>	<b><u>60,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	90,535	91,873	91,873	91,873
710200 Retirement	31,327	34,641	34,641	34,641
710300 Health Insurance	8,983	720	720	720
710400 Workers' Compensation Insurance	1,026	898	898	898
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>131,871</b>	<b>128,132</b>	<b>128,132</b>	<b>128,132</b>
SERVICES & SUPPLIES				
721100 Memberships	350	400	400	400
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>350</b>	<b>400</b>	<b>400</b>	<b>400</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>132,221</u></b>	<b><u>128,532</u></b>	<b><u>128,532</u></b>	<b><u>128,532</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>72,221</u></b>	<b><u>68,532</u></b>	<b><u>68,532</u></b>	<b><u>68,532</u></b>

## DISTRICT ATTORNEY-CITIZENS' OPTION FOR PUBLIC SAFETY

### COMMENTS

In October 1996, the District Attorney received funding pursuant to California Assembly Bill 3229, Citizens' Option for Public Safety. This Bill funds several law enforcement agencies in the County, and stipulates that the funds must be used to enhance the Department's operations. This Program provides partial funding for an Assistant District Attorney. As part of the 2011-12 state budget plan, the legislature enacted a major shift – or “realignment” of state program revenues to local governments. Under state realignment, state funds related to the COPs program must first be deposited in the Local Law Enforcement Fund prior to being transferred to the General Fund.

### ESTIMATED REVENUES

**680200**      Operating Transfers In (\$60,000) is recommended from State Realignment Funds.

### SALARIES & EMPLOYEE BENEFITS

**710102**      Permanent Salaries (\$91,873) are recommended increased \$1,338 based on the cost of recommended staff.

**710200**      Retirement (\$34,641) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      Health Insurance (\$720) is based on the employer's share of health insurance premiums.

**710400**      Workers' Compensation (\$898) reflects the Department's contribution to the County's Self Insurance Service Fund.

### SERVICES & SUPPLIES

**721100**      Memberships (\$400) are recommended increased \$50 for California District Attorney Association dues (\$100), and State Bar dues (\$300), as required by applicable Memorandums of Understanding.



**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: DISTRICT ATTORNEY -  
 COPS (03530)  
 Function: Public Protection  
 Activity: Judicial - Other  
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3124	Assistant District Attorney	0.60	-	0.60	-	-	-	
<b>TOTAL</b>		<u>0.60</u>	<u>-</u>	<u>0.60</u>	<u>-</u>	<u>-</u>	<u>-</u>	

**NOTES:**

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DISTRICT ATTORNEY-STAT. RAPE  
 VERTICAL PROSECUTION (03540)  
 Function: Public Protection  
 Activity: Judicial - Other  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	123,214	87,375	87,375	87,375
710200 Retirement	42,635	32,945	32,945	32,945
710300 Health Insurance	8,010	10,723	10,723	10,723
710400 Workers' Compensation Insurance	1,294	1,132	1,132	1,132
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>175,153</b>	<b>132,175</b>	<b>132,175</b>	<b>132,175</b>
SERVICES & SUPPLIES				
721100 Memberships	565	677	677	677
722000 Transportation & Travel	2,000	2,000	2,000	2,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>2,565</b>	<b>2,677</b>	<b>2,677</b>	<b>2,677</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>177,718</u></b>	<b><u>134,852</u></b>	<b><u>134,852</u></b>	<b><u>134,852</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>177,718</u></b>	<b><u>134,852</u></b>	<b><u>134,852</u></b>	<b><u>134,852</u></b>

## DISTRICT ATTORNEY – STATUTORY RAPE VERTICAL PROSECUTION

### COMMENTS

In September 1996, the District Attorney received an Office of Criminal Justice Planning Grant for Statutory Rape Vertical Prosecution. This grant provided increased prosecution in teen pregnancies where the mother was less than eighteen years of age and the father was an adult. As of 2007, the grant included vertical prosecution for statutory rape and child sexual assault. The Prosecutor is also a member of the Child Forensic Interview Team (CFIT), which conducts all child sexual assault victim interviews for the entire County. Due to State budget shortfalls and realignment of the program through the Vehicle License Fee funding schedule, funding for this program expired March 30, 2012, and was not renewed. Beginning with the 2013-14 fiscal year, this budget is funded entirely by the General Fund.

### WORKLOAD

	<u>Actual 2018-19</u>	<u>Estimated 2019-20</u>	<u>Projected 2020-21</u>
Files Opened	66	72	75
Child Forensic Interview Team interviews	45	45	50

### SALARIES & EMPLOYEE BENEFITS

- 710102**      **Permanent Salaries** (\$87,375) are recommended decreased \$35,840 based on the cost of recommended staff.
- 710200**      **Retirement** (\$32,945) reflects the County’s anticipated contribution to Social Security and the Public Employee’s Retirement System.
- 710300**      **Health Insurance** (\$10,723) is based on the employer’s share of health insurance premiums.
- 710400**      **Workers’ Compensation** (\$1,132) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

- 721100**      **Memberships** (\$677) is recommended increased \$112 to provide for California District Attorney Association dues (\$180), and State Bar dues (\$497).
- 722000**      **Transportation & Travel** (\$2,000) is recommended unchanged for staff training, transportation and travel, which includes mileage reimbursement for CFIT investigations (estimated 70 trips at 6 miles per trip).

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DISTRICT ATTORNEY-STAT. RAPE  
 VERTICAL PROSECUTION (03540)  
 Function: Public Protection  
 Activity: Judicial - Other  
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DISTRICT ATTORNEY  
 DUI PROGRAM (03544)  
 Function: Public Protection  
 Activity: Judicial-Other  
 Fund: General

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2019-20</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
LICENSES, PERMITS & FRANCHISES				
620700 Auto Theft Deterrent Fees	130,000	140,000	140,000	140,000
<b>TOTAL LICENSES, PERMITS &amp; FRANCHISES</b>	<b>130,000</b>	<b>140,000</b>	<b>140,000</b>	<b>140,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>130,000</u></b>	<b><u>140,000</u></b>	<b><u>140,000</u></b>	<b><u>140,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	112,973	126,663	126,663	126,663
710200 Retirement	39,091	47,759	47,759	47,759
710300 Health Insurance	8,010	8,451	8,451	8,451
710400 Workers' Compensation Insurance	1,066	932	932	932
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>161,140</b>	<b>183,805</b>	<b>183,805</b>	<b>183,805</b>
SERVICES & SUPPLIES				
721100 Memberships	565	677	677	677
721400 Professional & Specialized Services	45,000	45,000	45,000	45,000
722000 Transportation & Travel	2,000	2,000	2,000	2,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>47,565</b>	<b>47,677</b>	<b>47,677</b>	<b>47,677</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>208,705</u></b>	<b><u>231,482</u></b>	<b><u>231,482</u></b>	<b><u>231,482</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>78,705</u></b>	<b><u>91,482</u></b>	<b><u>91,482</u></b>	<b><u>91,482</u></b>

**DISTRICT ATTORNEY – DUI PROGRAM**

**COMMENTS**

On April 20, 1999, the Board of Supervisors directed, on the Sheriff's and District Attorney's recommendation, that the Auto Theft Program be transferred to the Office of the District Attorney for driving under the influence prosecutions, and auto theft investigations and prosecutions. In fiscal year 1992-93, the Board authorized a one-dollar (\$1.00) per motor vehicle fee to be charged to each vehicle registered in the County of Madera. Revenues from this one-dollar fee support this program.

**WORKLOAD**

	<b><u>Actual</u></b> <b><u>2018-19</u></b>	<b><u>Estimated</u></b> <b><u>2019-20</u></b>	<b><u>Projected</u></b> <b><u>2020-21</u></b>
Program Cases	1,202	1,200	1,210

**ESTIMATED REVENUES**

**620706**      **Auto Theft Deterrent Fees** (\$140,000) for the District Attorney's receipt of the \$1.00 per motor vehicle DMV fee charged to each vehicle registered in the County of Madera.

**SALARIES & EMPLOYEE BENEFITS**

**710102**      **Permanent Salaries** (\$126,663) are recommended increased \$13,690 based on the cost of recommended staff.

**710200**      **Retirement** (\$47,759) reflects the County's anticipated contribution to Social Security and the Public Employee's Retirement System.

**710300**      **Health Insurance** (\$8,451) is based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$932) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.



## DISTRICT ATTORNEY – DUI PROGRAM

### **SERVICES & SUPPLIES**

- 721100**      **Memberships** (\$677) is recommended increased \$112 based on actual costs to provide for California District Attorney Association dues (\$180), and State Bar dues (\$497).
- 721400**      **Professional & Specialized Services** (\$45,000) is recommended unchanged to provide for blood-drawing services. DUI fines partially offset this expense.
- 722000**      **Transportation & Travel** (\$2,000) is recommended unchanged based on actual expenditures to provide for training and travel for the assigned prosecutor.

**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **DISTRICT ATTORNEY  
 DUI PROGRAM (03544)**  
 Function: **Public Protection**  
 Activity: **Judicial-Other**  
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	<b>1.0</b>	-	<b>1.0</b>	-	-	-	
<b>TOTAL</b>		<b>1.0</b>	-	<b>1.0</b>	-	-	-	

**NOTES:**

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DISTRICT ATTORNEY-CRIME  
 PROSECUTION UNIT (03545)  
 Function: Public Protection  
 Activity: Judicial - Other  
 Fund: General

	<b>BOARD APPROVED 2019-20</b>	<b>CAO BASELINE 2020-21</b>	<b>DEPARTMENT REQUEST 2019-20</b>	<b>CAO RECOMMENDED 2020-21</b>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
652503 State - Prison Crimes Reimbursement	320,942	292,047	292,047	292,047
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>320,942</b>	<b>292,047</b>	<b>292,047</b>	<b>292,047</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>320,942</u></b>	<b><u>292,047</u></b>	<b><u>292,047</u></b>	<b><u>292,047</u></b>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	210,823	185,286	185,286	185,286
710200 Retirement	80,550	79,361	79,361	79,361
710300 Health Insurance	22,981	21,446	21,446	21,446
710400 Workers' Compensation Insurance	2,438	1,677	1,677	1,677
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>316,792</b>	<b>287,770</b>	<b>287,770</b>	<b>287,770</b>
SERVICES & SUPPLIES				
721100 Memberships	650	777	777	777
721300 Office Expense	500	500	500	500
722000 Transportation & Travel	3,000	3,000	3,000	3,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>4,150</b>	<b>4,277</b>	<b>4,277</b>	<b>4,277</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>320,942</u></b>	<b><u>292,047</u></b>	<b><u>292,047</u></b>	<b><u>292,047</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## DISTRICT ATTORNEY – PRISON CRIMES PROSECUTION UNIT

### COMMENTS

In February 2002, the Board of Supervisors approved the formation of the Prison Crimes Prosecution Unit. This unit is charged with the prosecution of all crimes committed by prisoners while incarcerated in State prisons located in the County of Madera. The costs for these activities are recognized as State-mandated costs to the County and are entirely reimbursed by the State.

### WORKLOAD

	<u>Actual</u> <u>2018-19</u>	<u>Estimated</u> <u>2019-20</u>	<u>Projected</u> <u>2020-21</u>
Cases Referred	337	340	350
Program Cases Worked	473	480	500

### ESTIMATED REVENUES

**652503**      **State – Prison Crimes Reimbursement** (\$292,047) for the District Attorney's receipt of state reimbursement funds pursuant to Penal Code Section 4750 of the State of California.

### SALARIES & EMPLOYEE BENEFITS

**710102**      **Permanent Salaries** (\$185,286) are recommended decreased \$25,537 based on the cost of recommended staff.

**710200**      **Retirement** (\$79,361) reflects the County's anticipated contribution to Social Security and the Public Employee's Retirement System.

**710300**      **Health Insurance** (\$21,446) is based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$1,677) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

## DISTRICT ATTORNEY – PRISON CRIMES PROSECUTION UNIT

### **SERVICES & SUPPLIES**

- 721100**      **Memberships** (\$777) are recommended increased \$127 based on actual costs to provide for California District Attorney Association dues (\$180), State Bar dues (\$497), and California District Attorney Investigators Association (\$100).
- 721300**      **Office Expense** (\$500) is recommended unchanged based on anticipated costs for the prosecutor's and investigator's office supplies and is fully reimbursable by the State.
- 722000**      **Transportation & Travel** (\$3,000) is recommended unchanged to provide for training and travel and is fully reimbursable by the State.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **DISTRICT ATTORNEY-CRIME  
PROSECUTION UNIT (03545)**  
Function: **Public Protection**  
Activity: **Judicial - Other**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	1.0	-	1.0	-	-	-	
3414	District Attorney Criminal Investigator or							
3468	Senior DA Criminal Investigator	1.0	-	1.0	-	-	-	A
<b>TOTAL</b>		<u>2.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

**NOTES:**

**A** Reflects the request of the District Attorney to modify the position classification to include Senior DA Investigator. This matches the position classification to the District Attorney Main Budget and will allow for more flexibility with staffing assignments.

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **DISTRICT ATTORNEY-  
WELFARE FRAUD (03550)**  
Function: **Public Protection**  
Activity: **Judicial - Other**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
<b>INTERGOVERNMENTAL REVENUE</b>				
650800 State - Pub Assist Admin	260,000	260,000	260,000	260,000
655000 Federal - Pub Assist Admin	660,000	660,000	660,000	660,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>920,000</b>	<b>920,000</b>	<b>920,000</b>	<b>920,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>920,000</u></b>	<b><u>920,000</u></b>	<b><u>920,000</u></b>	<b><u>920,000</u></b>
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	691,205	582,433	582,433	582,433
710103 Temporary Salaries	25,510	0	0	0
710105 Overtime	20,000	20,000	20,000	20,000
710200 Retirement	290,205	259,019	259,019	259,019
710300 Health Insurance	82,509	93,620	93,620	93,620
710400 Workers' Compensation Insurance	27,485	24,049	24,049	24,049
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>1,136,914</b>	<b>979,121</b>	<b>979,121</b>	<b>979,121</b>
<b>SERVICES &amp; SUPPLIES</b>				
720300 Communications	6,000	6,000	6,000	6,000
720500 Household Expenses	4,000	4,000	4,000	4,000
720600 Insurance	1,440	1,636	1,636	1,636
720800 Maintenance - Equipment	700	700	700	700
720900 Maintenance - Structures & Grounds	150	150	150	150
721100 Memberships	1,240	1,240	1,240	1,240
721300 Office Expense	6,000	6,000	6,000	6,000
721400 Professional & Specialized Services	5,000	5,000	5,000	5,000
721600 Rents & Leases - Equipment	60,000	60,000	60,000	60,000

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **DISTRICT ATTORNEY-  
WELFARE FRAUD (03550)**  
Function: **Public Protection**  
Activity: **Judicial - Other**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES (continued)				
721700 Rents & Leases - Buildings	31,200	31,200	31,200	31,200
721900 Special Departmental Expense	37,000	37,000	37,000	37,000
722000 Transportation & Travel	12,000	12,000	12,000	12,000
722100 Utilities	9,000	9,000	9,000	9,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>173,730</b>	<b>173,926</b>	<b>173,926</b>	<b>173,926</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>1,310,644</u></b>	<b><u>1,153,047</u></b>	<b><u>1,153,047</u></b>	<b><u>1,153,047</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>390,644</u></b>	<b><u>233,047</u></b>	<b><u>233,047</u></b>	<b><u>233,047</u></b>



**DISTRICT ATTORNEY-WELFARE FRAUD**

**COMMENTS**

Responsibility for the Welfare Fraud Investigators Unit was transferred to the District Attorney on October 24, 2000. This Unit investigates Welfare Fraud cases. This year’s changes reflect an adjustment in the size of the unit and the expected percentage of revenue to reflect current realities and expected reimbursement rates. These rates remain under discussion with DSS and the CFO.

**WORKLOAD**

	<b><u>Actual</u></b> <b><u>2018-19</u></b>	<b><u>Estimated</u></b> <b><u>2019-20</u></b>	<b><u>Projected</u></b> <b><u>2020-21</u></b>
Requests for Investigation	636	600	600
Referred for Prosecution	14	20	25

**ESTIMATED REVENUES**

- 655000**      **Federal – Pub Assist Admin** (\$660,000) represents the federal reimbursement of total program costs. When combined with the state reimbursement the total offset is approximately 70%.
  
- 650800**      **State – Pub Assist Admin** (\$260,000) represents the state reimbursement of total program costs. When combined with the federal reimbursement the total offset is approximately 70%.

**SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$582,433) are recommended decreased \$47,366 based on the cost of recommended staff.
  
- 710103**      **Extra Help** (\$0) is recommended decreased \$25,510 based on the cost for Extra Help staff.
  
- 710105**      **Overtime** (\$20,000) is recommended unchanged to provide for night and weekend investigations.
  
- 710200**      **Retirement** (\$259,019) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.
  
- 710300**      **Health Insurance** (\$93,620) is based on the employer’s share of health insurance premiums.
  
- 710400**      **Workers’ Compensation** (\$24,049) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

## DISTRICT ATTORNEY-WELFARE FRAUD

### SERVICES & SUPPLIES

- 720300**      **Communications** (\$6,000) is recommended unchanged based on current actual costs for cell phones for the investigators and office phones for staff. Cell phone cost for Verizon Wireless will be \$3,000. The remaining \$3,000 will be used for land line phones for the mountain office and SIU office.
- 720500**      **Household Expense** (\$4,000) is recommended unchanged for janitorial and rug service.
- 720600**      **Insurance** (\$1,636) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$700) is recommended unchanged for telephone and copy machine maintenance.
- 720900**      **Maintenance - Structures & Grounds** (\$150) is recommended unchanged for building maintenance.
- 721100**      **Memberships** (\$1,240) is recommended unchanged for Fraud Investigators dues (\$600), California Bar dues (\$480), and California District Attorneys' Association (\$160).
- 721300**      **Office Expense** (\$6,000) is recommended unchanged for office supplies, shredding, postage, fax machine, and law books.
- 721400**      **Professional & Specialized Services** (\$5,000) is recommended unchanged for alarm services (\$1,400), Madera Police Department Monitoring (\$50), and expert witness and new hire background fees (\$3,550).
- 721600**      **Rents & Leases - Equipment** (\$60,000) is recommended unchanged for copy machine lease (\$4,000), and rental and maintenance of 8 County vehicles from the Central Garage (\$56,000). The trucks will be used for an estimated 18,000 miles at a cost of \$11,000. The sedans will be used for an estimated 80,000 miles at a cost of \$45,000.
- 721700**      **Rents & Leases - Building** (\$31,200) is recommended unchanged for lease of office space.
- 721900**      **Special Departmental Expense** (\$37,000) is recommended unchanged for POST training, CWFIA training, and various equipment (badges, belt clips, handcuffs, ammunition, and radios). The POST training will be reimbursed by the State.
- 722000**      **Transportation & Travel** (\$12,000) is recommended unchanged for mileage reimbursement, registration fees, and meals and lodging associated with staff travel to attend trainings/conferences. There will be at least two mandatory training events the Chief Criminal Investigator will attend.
- 722100**      **Utilities** (\$9,000) is recommended unchanged for utility costs.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **DISTRICT ATTORNEY-  
WELFARE FRAUD (03550)**  
Function: **Public Protection**  
Activity: **Judicial - Other**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst or							
TBD	Principal Admin Analyst	<b>0.25</b>	-	<b>0.25</b>	-	-	-	
4209	Chief DA Criminal Investigator	<b>0.50</b>	-	<b>0.50</b>	-	-	-	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	-	<b>0.50</b>	-	<b>0.50</b>	-	-	
1008	District Attorney	<b>0.05</b>	-	<b>0.05</b>	-	-	-	
3414	District Attorney Criminal Investigator or							
3468	Senior DA Criminal Investigator	<b>4.50</b>	<b>2.00</b>	<b>3.00</b>	<b>3.50</b>	<b>(1.50)</b>	<b>1.50</b>	<b>A</b>
3341	Eligibility Worker I or							
3342	Eligibility Worker II or							
3343	Eligibility Worker III	<b>1.00</b>	-	<b>1.00</b>	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II	-	<b>1.00</b>	<b>1.00</b>	-	<b>1.00</b>	<b>(1.00)</b>	
3326	Supervising Deputy District Attorney	<b>0.50</b>	-	<b>0.50</b>	-	-	-	
3469	Supervising DA Criminal Investigator	<b>1.00</b>	-	<b>0.50</b>	<b>0.50</b>	<b>(0.50)</b>	<b>0.50</b>	
<b>TOTAL</b>		<b>7.80</b>	<b>3.50</b>	<b>6.80</b>	<b>4.50</b>	<b>(1.00)</b>	<b>1.00</b>	

**NOTES:**

**A** Reflects the request of the District Attorney to modify the position classification to include Senior DA Investigator. This matches the position classification to the District Attorney Main Budget and will allow for more flexibility with staffing assignments.

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DISTRICT ATTORNEY-COUNTY  
 VICTIM SERVICES (03570)  
 Function: Public Protection  
 Activity: Judicial - Other  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
657000 FED - OTHER	172,320	156,231	156,231	156,231
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>172,320</b>	<b>156,231</b>	<b>156,231</b>	<b>156,231</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>172,320</u></b>	<b><u>156,231</u></b>	<b><u>156,231</u></b>	<b><u>156,231</u></b>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	42,847	47,205	47,205	47,205
710200 Retirement	14,826	17,799	17,799	17,799
710300 Health Insurance	8,010	10,723	10,723	10,723
710400 Workers' Compensation Insurance	1,200	1,200	1,200	1,200
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>66,883</b>	<b>76,927</b>	<b>76,927</b>	<b>76,927</b>
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	69,791	63,908	63,908	63,908
721900 Special Departmental Expense	35,646	15,396	15,396	15,396
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>105,437</b>	<b>79,304</b>	<b>79,304</b>	<b>79,304</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>172,320</u></b>	<b><u>156,231</u></b>	<b><u>156,231</u></b>	<b><u>156,231</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## DISTRICT ATTORNEY – COUNTY VICTIM SERVICES

### COMMENTS

In May 2017, the District Attorney received a grant from the State of California Office of Emergency Services to establish a victim services program. This grant provides funds for a Victim Services Specialist to prioritize victims' rights and ensure that best practices are applied to each service that Madera County provides within the criminal justice system. Through this victim services grant program, the District Attorney's Victim Services Specialist assists victims of crime, their families, and/or witnesses, by providing mandated services of the Victim/Witness Assistance Program, pursuant to California Penal Code Section 13835 and the Victim's Bill of Rights. These services include informing crime victims of program services, providing case status updates, referring crime victims to support services, explaining the process of the criminal justice system, accompanying victims and witnesses to court, processing U-VISA applications, facilitating participation in hearings for parole consideration, and assisting participants with claim applications.

### WORKLOAD

	<u>Actual 2018-19</u>	<u>Estimated 2019-20</u>	<u>Projected 2020-21</u>
Victim/Witness Contacts	1,058	1,100	1,150
U-VISA applications	41	45	50

### ESTIMATED REVENUES

**657000**      **FED – Other** (\$156,231) for the District Attorney's receipt of federal reimbursement funds through the State of California Office of Emergency Services Victim Services Grant Program.

### SALARIES & EMPLOYEE BENEFITS

**710102**      **Permanent Salaries** (\$47,205) are recommended increased \$4,358 based on cost of recommended staff.

**710200**      **Retirement** (\$17,799) reflects the County's anticipated contribution to Social Security and the Public Employee's Retirement System.

**710300**      **Health Insurance** (\$10,723) is based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$1,200) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

## DISTRICT ATTORNEY – COUNTY VICTIM SERVICES

### SERVICES & SUPPLIES

- 721400**      **Professional & Specialized Services** (\$63,908) is recommended decreased \$5,883 for services provided by the Court Appointed Special Advocates (CASA), a requirement for the execution of the grant award agreement.
- 721900**      **Special Departmental Expense** (\$15,396) is recommended decreased \$20,250 for expenses associated with the operation of the grant. Office rent (\$2,625), general office supplies (\$500), landline and cellular phones (\$780), emergency housing for clients (\$6,175), emergency meals for clients (\$4,044), and emergency transportation for clients (\$1,272).

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DISTRICT ATTORNEY-  
 COUNTY VICTIM SERVICES (03570)  
 Function: Public Protection  
 Activity: Judicial - Other  
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
4208	Victim Services Specialist	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:



COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-CORONER  
 (04010)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
LICENSES, PERMITS & FRANCHISES				
620700 Other Licenses & Permits	35,000	35,000	35,000	35,000
<b>TOTAL LICENSES, PERMITS &amp; FRANCHISES</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>
INTERGOVERNMENTAL REVENUE				
654000 State - Other	10,000	10,000	10,000	10,000
657000 Federal - Other	70,000	70,000	50,000	50,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>80,000</b>	<b>80,000</b>	<b>60,000</b>	<b>60,000</b>
CHARGES FOR CURRENT SERVICES				
661100 Civil Process Services	2,000	2,000	2,000	2,000
661500 Law Enforcement Services	120,000	124,500	120,000	120,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>122,000</b>	<b>126,500</b>	<b>122,000</b>	<b>122,000</b>
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	26,000	26,000	41,000	41,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>26,000</b>	<b>26,000</b>	<b>41,000</b>	<b>41,000</b>
OTHER FINANCING SOURCES				
680200 Operating Transfers In	385,000	385,000	2,025,166	2,025,166
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>385,000</b>	<b>385,000</b>	<b>2,025,166</b>	<b>2,025,166</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>648,000</u></b>	<b><u>652,500</u></b>	<b><u>2,283,166</u></b>	<b><u>2,283,166</u></b>

**EXPENDITURES:**

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SHERIFF-CORONER  
(04010)**  
Function: **Public Protection**  
Activity: **Police Protection**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	7,136,419	7,136,419	7,136,419	7,136,419
710103 Extra Help	200,000	200,000	200,000	200,000
710105 Overtime	315,000	315,000	315,000	315,000
710106 Standby & Night Premium	30,000	30,000	30,000	30,000
710110 Uniform Allowance	54,000	54,000	54,000	54,000
710200 Retirement	2,881,852	2,881,852	2,881,852	2,881,852
710300 Health Insurance	955,386	955,386	955,386	955,386
710400 Workers' Compensation Insurance	548,869	548,869	413,763	413,763
710500 Other Benefits	11,000	11,000	11,000	11,000
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>12,132,526</b>	<b>12,132,526</b>	<b>11,997,420</b>	<b>11,997,420</b>
<b>SERVICES &amp; SUPPLIES</b>				
720300 Communications	163,000	163,000	163,000	163,000
720305 Microwave Radio Services	156,000	156,000	130,712	130,712
720500 Household Expense	10,540	10,540	10,540	10,540
720600 Insurance	576,383	576,383	652,616	652,616
720601 General Insurance	2,250	2,250	2,250	2,250
720800 Maintenance - Equipment	103,400	103,400	103,400	103,400
720900 Maintenance - Buildings & Improvements	12,000	12,000	12,000	12,000
721100 Memberships	9,835	9,835	9,835	9,835
721300 Office Expense	24,000	24,000	24,000	24,000
721306 Eqpt < FA Limit	45,000	0	45,000	45,000
721307 Furn < FA Limit	35,000	0	35,000	35,000
721400 Professional & Specialized Services	175,000	284,500	175,000	175,000
721600 Rents & Leases - Equipment	1,734,408	1,734,408	1,734,408	1,734,408
721700 Rents & Leases	722,400	722,400	722,400	722,400
721900 Special Departmental Expense	169,122	169,122	169,122	169,122
722000 Transportation & Travel	140,000	140,000	140,000	140,000
722100 Utilities	149,600	149,600	149,600	149,600
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>4,227,938</b>	<b>4,257,438</b>	<b>4,278,883</b>	<b>4,278,883</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-CORONER  
 (04010)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
FIXED ASSETS				
740300 Equipment	25,000	0	25,000	25,000
<b>TOTAL FIXED ASSETS</b>	<b>25,000</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>
INTRAFUND TRANSFERS				
770100 Intrafund Transfers Out	2,000	2,000	2,000	2,000
<b>TOTAL FIXED ASSETS</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b>16,385,464</b>	<b>16,389,964</b>	<b>16,301,303</b>	<b>16,301,303</b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>15,737,464</u></b>	<b><u>15,737,464</u></b>	<b><u>14,018,137</u></b>	<b><u>14,018,137</u></b>

**COMMENTS**

The Sheriff is responsible for the enforcement of State and County laws, the prevention of crime, and apprehension of criminals as well as the County-wide enforcement of court orders and processing of civil writs. The Sheriff provides general law enforcement service for the County's unincorporated areas. The Sheriff's Department also provides criminal investigation, person identification, records, criminal warrant, and mortuary service for the entire County. As Coroner, the Sheriff investigates and determines the cause of death, in the absence of a physician, as the result of an accident or due to the criminal action or negligence of another person. The Sheriff's Department administers special funded programs and law enforcement grants that are appropriated in other budgets.

**ESTIMATED REVENUES**

- 620700**      **Licenses and other permits** (\$35,000) is recommended based on the projected license and permit fees received in the current fiscal year.
- 654000**      **State-Other** (\$10,000) is recommended and is based on the projected POST Training revenue reimbursements to be received in the budget year.
- 657000**      **Federal-Other** (\$50,000) is recommended and based on the projected reimbursements to be received from the United States Forest Service (USFS).
- 661100**      **Civil Process Services** (\$2,000) is recommended based on projected reimbursements to be received in the current budget year.
- 661500**      **Law Enforcement Services** (\$120,000) is recommended based on projected reimbursements to be received for law enforcement services, which includes reimbursements from Hensley and Eastman Lakes, Chukchansi and various community and school events throughout the County.
- 673000**      **Miscellaneous Revenue** (\$41,000) is recommended based on projected revenue received in the current budget year.
- 680200**      **Operating Transfers In** (\$2,025,166) is recommended based on the projected available funds from the CARES ACT Funds, Criminal Justice Facility Fund (\$360,000) and Rural Small Counties Funds (\$25,000).

**SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$7,136,419) is recommended unchanged based on the cost of employee compensation and recommended staffing levels.

**SALARIES & EMPLOYEE BENEFITS (continued)**

- 710103**      **Extra Help** (\$200,000) is recommended unchanged to fund LE services at various school and community events throughout the County and in carrying out the following contracts and services:
- a.      Contract with U.S. Forest Service to provide additional law enforcement for Bass Lake and Mammoth areas;
  - b.      Contract with U.S. Forest Service to provide marijuana eradication; and
  - c.      Contract with U.S. Army Corp of Engineers for law enforcement services at Hensley and Eastman Lakes.
- 710105**      **Overtime** (\$315,000) is recommended unchanged based on hourly costs for dispatch and deputy overtime and current expenditures for covering open shifts created by injury or illness, unusual or significant criminal events, court appearances, special events and emergency disasters.
- 710106**      **Standby & Night Premium** (\$30,000) is recommended unchanged based on current expenditures for premium pay for Range-Masters, K-9 Handlers, Bi-Lingual, and NET Investigators per the Memorandum of Understanding.
- 710110**      **Uniform Allowance** (\$54,000) is recommended unchanged based on recommended staffing levels to provide uniform allowance for employees.
- 710200**      **Retirement** (\$2,881,852) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$955,386) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$413,763) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.
- 710500**      **Other Benefits** (\$11,000) unchanged based on current Fiscal Year expenditures. This item reflects line item costs for elected expense and deferred compensation.

**SERVICES & SUPPLIES**

- 720300**      **Communications** (\$163,000) is recommended unchanged based on current year expenditure, expenses at the Ranchos Sub Station and the number of devices in the field. This costs also includes a data communications circuit with the Department of Justice telephone costs, CLETS Terminal warrant communications lines, vehicle cellular data, telephone service at the Oakhurst substations, and for the Live Scan Fingerprint System.

**SERVICES & SUPPLIES (continued)**

**720305**      **Microwave Radio Services** (\$130,712) is recommended based on authorized rates confirmed by IT. This is the Department's contribution to the Internal Service Fund and is based on the number of radios using the County's microwave radio network.

**720500**      **Household Expense** (\$10,540) is recommended unchanged and are for expenses incurred at the Sheriff Administrative building and Ranchos Sub Station for refuse disposal and household supplies.

**720600**      **Insurance** (\$652,616) reflects the Department's contribution to the County's Self-Insured Liability Program.

**720601**      **General Insurance** (\$2,250) unchanged for aircraft insurance.

**720800**      **Maintenance - Equipment** (\$103,400) is recommended unchanged to pay for the cost of fuel for non-300 vehicles, service contract for microfish equipment, maintenance of the aircraft, the cost of maintaining the 30 year old radio tower repeater/inline filter near deadwood and our Sheriff Office audio log.

**720900**      **Maintenance – Buildings & Improvements** (\$12,000) is recommended unchanged for special costs associated with occupancy of the Sheriff Administration building and Ranchos Sub Station.

**721100**      **Memberships** (\$9,835) is recommended unchanged for the following memberships:

California Crime Prevention Officer's Assoc (2 ea)	\$70	Fresno-Madera Chiefs Assn.	\$ 150
Cal State Sheriff's Assn.	4,975	CA Law Enfor Assn. of Records CLEAR(6 clerks)	300
National Sheriffs Assn.	225	California Region V Office of Emergency	200
Warrant Officers Assn.	300	Public Safety Communications Assn. (2 ea)	100
Cal State Peace Officers Assn. (agency rate)	1,800	Cal National Emerg Number Assn. (2 ea)	200
California Emergency Services Assn. (up to 4)	260	Boating Safety Officer's Assn. (2 ea)	80
California Assn. of Tactical Officers (13 ea.)	195	Cal Criminal Justice Warrant Services Assn	75
California Assn of Hostage Negotiations (6@\$40)	240	Airborne Public Safety Association	90
California Assn of Property and Evidence (2@45)	90	FBI National Academy Associates (3@\$90)	270
Association of Threat Assessment Professionals	215	CLETS	175

**721300**      **Office Expense** (\$24,000) is recommended unchanged based on current expenditures and projected need for general office supplies and equipment at the Sheriff Administrative Building and the Ranchos Sub Station.

**721306**      **Equipment< FA Limit** (\$45,000) is recommended unchanged to fund replacement equipment for Law Enforcement Personnel.



**SERVICES & SUPPLIES (continued)**

<u>Description</u>	<u>2019-20 Authorized</u>	<u>2020-21 Recommended</u>
Ammunition	\$35,000	35,000
K-9 Program, K-9 care equipment, supplies, Insurance	8,500	8,500
Crime Prevention / Neighborhood Watch Program	3,500	3,500
Sheriff's Business Office Expenses	2,000	2,000
Informant, Vice Operations, Cellular Data Analysis Cost	2,000	2,000
Hand Held Radio/Taser Replacement	12,500	12,500
Ranchos Sub Station	10,000	10,000
<b>Total</b>	<b><u>\$169,122</u></b>	<b><u>\$169,122</u></b>

**722000** **Transportation & Travel** (\$140,000) is recommended unchanged based on training needs of new hires, promoted staff, a County-wide workplace violence training, travel to Mammoth and current year expenditures.

**722100** **Utilities** (\$149,600) is recommended unchanged based on current Fiscal Year expenditures to pay for water and power costs in Madera, Oakhurst and the new Ranchos Sub Station.

**FIXED ASSETS**

**740301** **Fixed Assets** (\$25,000) is recommended to purchase the following Office System improvements which will be offset by \$25,000 in contributions from the Sheriff Rural Small Counties fund:

- Automation and Information Systems Upgrade Project (\$15,000) is recommended for the purchase of new and replacement equipment and IT systems (N) which enhance operations of the Department.
- Internal Systems/Equipment (\$10,000) is recommended for purchase of systems/appliances for efficient facilities (N).



**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SHERIFF-CORONER  
(04010)**  
Function: **Public Protection**  
Activity: **Police Protection**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I or							
3354	Accounting Technician II or							
3205	Administrative Analyst I or							
3206	Administrative Analyst II	1.0		1.0		-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II							
3209	Senior Administrative Analyst	1.0		1.0				
3610	Administrative Assistant	1.0		1.0		-	-	
3667	Communications Dispatcher I or							
3676	Communications Dispatcher II or							
4600	Communications Dispatcher III	10.0		10.0		-	-	
3416	Community Service Officer	1.0	3.0	1.0	3.0	-	-	
3411	Deputy Sheriff-Basic P.O.S.T. or							
3412	Deputy Sheriff-Intermediate P.O.S.T.	32.5	-	32.5	-	-	-	
3227	Identification Specialist or							
3320	Identification Technician	1.0	1.0	1.0	1.0	-	-	
3360	Information Technology Systems Analyst I or							
3361	IT Systems Analyst II or							
3316	Senior IT Systems Analyst	1.0	-	1.0	-			
3636	Program Assistant I or							
3637	Program Assistant II	7.0	-	7.0	-	-	-	
3356	Property and Evidence Technician	2.0	-	2.0	-	-	-	
3654	Senior Program Assistant	1.0	-	1.0	-	-	-	
1013	Sheriff-Coroner	1.0	-	1.0	-	-	-	

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SHERIFF-CORONER  
(04010)**  
Function: **Public Protection**  
Activity: **Police Protection**  
Fund: **General**

	<b>2019-20 Authorized Positions</b>		<b>2020-21 Proposed Positions</b>		<b>Y-O-Y Changes in Positions</b>	
3188 Sheriff's Business Manager	1.0	-	1.0	-	-	-
4207 Sheriff's Commander	2.0	-	2.0	-	-	-
3327 Sheriff's Corporal	10.5	-	10.5	-	-	-
3677 Sheriff's Dept Public Information Officer	1.0	-	1.0	-	-	-
3251 Sheriff's Lieutenant	3.0	-	3.0	-	-	-
3321 Sheriff's Sergeant	11.0	1.0	11.0	1.0	-	-
3668 Supervising Comm. Dispatcher or Senior Communications Dispatcher	1.0	-	1.0	-	-	-
0115 Undersheriff	1.0	-	1.0	-	-	-
Administrative Services Manager	1.0		1.0		-	
<b>TOTAL</b>	<b>91.0</b>	<b>5.0</b>	<b>91.0</b>	<b>5.0</b>	<b>-</b>	<b>-</b>

**NOTES:**

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-EMPG EMERG  
 PLANNING (04023)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General Fund  
 50% CalOES EMPG Grant

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
657000 Federal Other Revenue	162,500	162,500	162,500	162,500
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>162,500</b>	<b>162,500</b>	<b>162,500</b>	<b>162,500</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>162,500</u></b>	<b><u>162,500</u></b>	<b><u>162,500</u></b>	<b><u>162,500</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	106,075	106,075	110,565	110,565
710105 Overtime	25,000	25,000	25,000	25,000
710110 Uniform Allowance	951	951	951	951
710200 Retirement	44,959	44,959	52,548	52,548
710300 Health Insurance	15,244	15,244	17,360	17,360
710400 Worker's Compensation	1,140	1,140	1,140	1,140
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>193,369</b>	<b>193,369</b>	<b>207,564</b>	<b>207,564</b>
SERVICES & SUPPLIES				
720300 Communications	15,000	15,000	15,000	15,000
720305 Microwave Radio Services	8,000	8,000	8,000	8,000
721300 Office Expense	7,000	7,000	5,000	5,000
721306 EQPT<FA Limit	22,000	22,000	20,000	20,000
721400 Prof & Spec Svs	3,000	3,000	3,000	3,000
721600 Rents & Leases - Equipment	2,000	2,000	2,000	2,000
721900 Special Departmental Expense	59,631	59,631	59,436	59,436
722000 Transportation & Travel	15,000	15,000	5,000	5,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>131,631</b>	<b>131,631</b>	<b>117,436</b>	<b>117,436</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-EMPG EMERG  
 PLANNING (04023)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General Fund  
 50% CalOES EMPG Grant

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<u>TOTAL EXPENDITURES</u>	<u>325,000</u>	<u>325,000</u>	<u>325,000</u>	<u>325,000</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>162,500</u>	<u>162,500</u>	<u>162,500</u>	<u>162,500</u>

## SHERIFF – EMPG – EMERG PLANNING

### COMMENTS

This budget provides funding for the Madera Office of Emergency Services (OES) under Org Key 04023. California OES provides pass-through funds from the Federal government to support proactive planning for all disasters. The Emergency Management Performance Grant (EMPG) allows the County to prepare the Emergency Management Plan and other plans, and to work on preemptive mitigation of hazards known to threaten infrastructure. Madera County OES is recognized by the State and Federal Government as the Madera Operational Area for purposes of administering the Robert Stafford Act. In an emergency, the Sheriff is the Director of Emergency Operations and the executive of the Madera Operational Area under County Ordinance. EMPG rules require an equal match of local (General Fund) money.

### ESTIMATED REVENUES

**657024**      **FED – FEMA & OES GRANT** (\$162,500) is recommended based on the projected pass through of federal reimbursements from the State of California Office of Emergency Services (OES).

### SALARIES & EMPLOYEE BENEFITS

**710102**      **Permanent Salaries** (\$110,565) is recommended increased \$4,490 based on recommended staffing.

**710105**      **Overtime** (\$25,000) is recommended unchanged for expected overtime of EMPG project staff during emergencies.

**710110**      **Uniform Allowance** (\$951) is recommended unchanged for uniform expenses for the safety officer.

**710200**      **Retirement** (\$52,548) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      **Health Insurance** (\$17,360) is based on the employer's share of health insurance premiums.

**710400**      **Worker's Compensation** (\$1,140) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

**SERVICES & SUPPLIES**

- 720300      **Communications** (\$15,000) is recommended unchanged based on projected expenses.
- 720305      **Microwave Radio Services** (\$8,000) is recommended unchanged to fund the unit's contribution to the Internal Service Fund based on the number of radios assigned to Emergency Service.
- 721300      **Office Expense** (\$5,000) is recommended decreased \$2,000 based on projected need.
- 721306      **Eqpt < FA Limit** (\$20,000) is recommended decreased \$2,000 based on project need for tools and small communications system investments.
- 721400      **Professional & Special Services** (\$3,000) is recommended unchanged for special data services expense.
- 721600      **Rents & Leases – Equipment** (\$2,000) is recommended unchanged based on projected expenses.
- 721900      **Special Departmental Expense** (\$59,436) is recommended decreased \$10,195 based on projected need to provide small tools and equipment.
- 722000      **Transportation & Travel** (\$5,000) is recommended unchanged to support special emergency skills training costs; the Board is advised that some required travel may be out-of-state.

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-EMPG EMERG  
 PLANNING (04023)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General Fund  
 50% CalOES EMPG Grant

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3400	Emergency Services Coordinator	-	1.0	-	1.0	-	-	
3321	Sheriff's Sergeant	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	

NOTES:

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-BASS LAKE  
 OPERATIONS (04030)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 Bass Lake Boat Fees

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
LICENSES, PERMITS & FRANCHISES				
620701 Boat Licenses	150,000	150,000	150,000	150,000
<b>TOTAL LICENSES, PERMITS &amp; FRANCHISES</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>
OTHER FINANCING SOURCES				
657000 Federal - Other	160,000	20,000	201,008	201,008
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>160,000</b>	<b>20,000</b>	<b>201,008</b>	<b>201,008</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>310,000</u></b>	<b><u>170,000</u></b>	<b><u>351,008</u></b>	<b><u>351,008</u></b>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	171,680	171,680	396,671	396,671
710103 Extra Help	47,000	47,000	47,000	47,000
710105 Overtime	16,000	16,000	16,000	16,000
710110 Uniform Allowance	1,800	1,800	5,850	5,850
710200 Retirement	71,838	71,838	211,264	211,264
710300 Health Insurance	18,556	18,556	73,819	73,819
710400 Workers' Compensation Insurance	3,497	3,497	3,060	3,060
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>330,371</b>	<b>330,371</b>	<b>753,664</b>	<b>753,664</b>
SERVICES & SUPPLIES				
720300 Communications	2,500	2,500	2,500	2,500
720305 Microwave Radio Services	3,000	3,000	3,000	3,000
720600 Insurance	277	277	315	315
720601 Insurance Premium	971	971	1,971	1,971
720800 Maintenance - Equipment	22,000	22,000	22,000	22,000
720900 Maintenance - Structures & Grounds	10,000	10,000	10,000	10,000

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-BASS LAKE  
 OPERATIONS (04030)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 Bass Lake Boat Fees

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES (continued)				
721300 Office Expense	3,000	3,000	3,000	3,000
721306 Equipment<FA Limit	3,000	3,000	3,000	3,000
721600 Rents & Leases - Equipment	26,000	26,000	52,912	52,912
721700 Rents & Leases - Bldg/Land	17,700	17,700	17,700	17,700
721900 Special Departmental Expense	23,500	23,500	23,500	23,500
722000 Transportation/Travel/Educ	7,000	7,000	7,000	7,000
722100 Utilities	0	0	2,500	2,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>118,948</b>	<b>118,948</b>	<b>149,398</b>	<b>149,398</b>
FIXED ASSETS				
740300 Equipment	140,000	0	0	0
<b>TOTAL FIXED ASSETS</b>	<b>140,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b>589,319</b>	<b>449,319</b>	<b>903,062</b>	<b>903,062</b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b>279,319</b>	<b>279,319</b>	<b>552,054</b>	<b>552,054</b>

## SHERIFF - BASS LAKE OPERATIONS

### COMMENTS

This budget, Org 04030, includes the cost of lake patrol, boat registration, safety work and facilities maintenance at Bass Lake during the summer season. This budget is intended to be reimbursed by boat permit fees. Four Deputy Sheriff's and One Corporal are assigned to Bass Lake Operations for six months and perform duties with the Patrol Division for the balance of the year.

### ESTIMATED REVENUES

**620701**      **Boat Licenses** (\$150,000) is recommended based on projected boat license fees to be collected.

**657000**      **Federal Other** (\$201,008) is recommended based on reimbursements from COPS Grant award.

### SALARIES & EMPLOYEE BENEFITS

**710102**      **Permanent Salaries** (\$396,671) is recommended increased \$224,991 based on recommended staffing at the lake and adding 4 Deputy Sheriff Positions, obtained through the COPS grant, for Eastern Madera County and lake patrol during the year.

**710103**      **Extra Help** (\$47,000) is recommended unchanged. The account will fund Extra Help Deputy Sheriffs.

**710105**      **Overtime** (\$16,000) is recommended unchanged based on current Fiscal Year expenditures and lake service needs.

**710110**      **Uniform Allowance** (\$5,850) is recommended increased \$3,600 for additional Deputies to provide uniform expense payments to safety employees.

**710200**      **Retirement** (\$211,264) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      **Health Insurance** (\$73,819) is based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$3,060) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

**720300**      **Communications** (\$2,500) is recommended unchanged for cell phone service for Bass Lake and Mammoth Deputies and internet access to patrol boats.

## SHERIFF - BASS LAKE OPERATIONS

### SERVICES AND SUPPLIES (continued)

- 720305**      **Microwave Radio Services** (\$3,000) is recommended unchanged as the Department's contribution to the Internal Service Fund based on the number of radios in this program utilizing the County's microwave radio network.
- 720600**      **Insurance** (\$315) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720601**      **Insurance Premium** (\$1,971) is recommended increased \$1,000 for the purchase of a new barge and based on current year expenditures for water craft insurance for County boats operated at Bass Lake.
- 720800**      **Maintenance - Equipment** (\$22,000) is recommended unchanged based on operating and maintaining three patrol boats and two jet skis. Funds are budgeted in this account for the continued replacement of buoys. This account also allows the purchase of fuel.
- 720900**      **Maintenance - Structures and Grounds** (\$10,000) is recommended unchanged for planned facilities improvements.
- 721300**      **Office Expense** (\$3,000) is recommended unchanged to pay for printing of boat registration and safety booklets and expenses for Eastern Madera County Deputies.
- 721306**      **Eqpt < FA Limit** (\$3,000) is recommended unchanged for the purchase of equipment needed for the new boat purchased in Fiscal Year 2017-18.
- 721600**      **Rents & Leases - Equipment** (\$59,912) is recommended increased \$26,000 based the rental of vehicles from the Central Garage for Boat Deputies and Eastern Madera County Deputies.
- 721700**      **Rents & Leases – Bldg/Land** (\$17,700) is recommended unchanged for the lease of Boat Docks and office space at the lake.
- 721900**      **Special Departmental Expense** (\$23,500) is recommended unchanged for miscellaneous supplies and equipment to be purchased for the new boat and based on current Fiscal Year expenditures for life jackets, rope bumpers, first aid supplies, chairs, fire extinguishers, etc. and expenses for new Eastern Madera County Deputies.
- 72000**      **Transportation/Travel/Educ** (\$7,000) is recommended unchanged based on current year expenditures and training for Deputies working the lake.
- 722100**      **Utilities** (\$2,500) is recommended for utilities.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SHERIFF-BASS LAKE  
OPERATIONS (04030)**  
Function: **Public Protection**  
Activity: **Police Protection**  
Fund: **General  
Bass Lake Boat Fees**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff-Basic P.O.S.T. or							
3412	Deputy Sheriff-Intermediate P.O.S.T.	<b>0.5</b>	-	<b>0.5</b>	-	-	-	
3411	Deputy Sheriff-Basic P.O.S.T. or					-		
3412	Deputy Sheriff-Intermediate P.O.S.T.	<b>0.5</b>	-	<b>0.5</b>	-	-	-	
3327	Sheriff's Corporal	<b>0.5</b>	-	<b>0.5</b>	-	-	-	
3411	Deputy Sheriff-Basic P.O.S.T. or	<b>0.5</b>		<b>0.5</b>		-		
3412	Deputy Sheriff-Intermediate P.O.S.T.					-		
3411	Deputy Sheriff-Basic P.O.S.T. or			<b>4.0</b>		<b>4.00</b>		<b>A</b>
3412	Deputy Sheriff-Intermediate P.O.S.T.							
	<b>TOTAL</b>	<b>2.0</b>	<b>-</b>	<b>6.0</b>	<b>-</b>	<b>4.00</b>	<b>-</b>	

**NOTES:**

**A** Added 4 Deputy position COPS

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-CANINE PROGRAM  
 GRANT (04033)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 Contributed Funds

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	37,000	37,000	37,000	37,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>37,000</b>	<b>37,000</b>	<b>37,000</b>	<b>37,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>37,000</u></b>	<b><u>37,000</u></b>	<b><u>37,000</u></b>	<b><u>37,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	33,000	33,000	33,000	33,000
721900 Special Departmental Expense	1,000	1,000	1,000	1,000
722000 Trans/Travel/Educ	3,000	3,000	3,000	3,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>37,000</b>	<b>37,000</b>	<b>37,000</b>	<b>37,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>37,000</u></b>	<b><u>37,000</u></b>	<b><u>37,000</u></b>	<b><u>37,000</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## SHERIFF– CANINE PROGRAM

### COMMENTS

This budget implements a community supported investment in a sustained Law Enforcement Canine program Org Key 04033. In 2016, using funds received from public contributions, the Sheriff requested that this budget be organized to allow a continuing effort to enhance safety services through the purchase and training of animals that support investigations and assist in Search and Rescue.

### ESTIMATED REVENUES

**673000**      Miscellaneous Revenue (\$37,000) is recommended based on the available community investment and donations in the budget year.

### SERVICES & SUPPLIES

**721400**      Professional & Specialized Services (\$33,000) is recommended unchanged for medical costs and animal training.

**721900**      Special Departmental Expense (\$1,000) is recommended based on current Fiscal Year expenditures.

**722000**      Transportation/Travel/Education (\$3,000) is recommended based on current Fiscal Year expenditures.



COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-MORGUE  
 OPERATIONS (04034)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 Coroner Fees

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
662705 Coroner Fees	38,000	38,000	38,000	38,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>38,000</u></b>	<b><u>38,000</u></b>	<b><u>38,000</u></b>	<b><u>38,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	231,352	231,352	232,685	232,685
710105 Overtime	14,000	14,000	14,000	14,000
710106 Standby Pay	15,000	15,000	15,000	15,000
710110 Uniform Allowance	2,700	2,700	2,700	2,700
710200 Retirement	78,870	78,870	81,870	81,870
710300 Health Insurance	36,009	36,009	36,009	36,009
710400 Workers' Compensation Insurance	1,500	1,500	1,500	1,500
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>379,431</b>	<b>379,431</b>	<b>383,764</b>	<b>383,764</b>
SERVICES & SUPPLIES				
720300 Communications	10,000	10,000	10,000	10,000
720305 Microwave Radio Services	2,000	2,000	2,000	2,000
720500 Household Expense	4,000	4,000	4,000	4,000
720600 Insurance	82	82	82	82
720800 Mtce Equipment	3,000	3,000	3,000	3,000
720900 Mtce Bldgs & Improve	500	500	500	500
721100 Memberships	900	900	900	900
721300 Office Expense	2,500	2,500	2,500	2,500
721400 Professional & Specialized Services	225,000	225,000	225,000	225,000
721601 Rents & Leases - Co Vehicle	19,000	19,000	19,000	19,000

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SHERIFF-MORGUE  
OPERATIONS (04034)**  
Function: **Public Protection**  
Activity: **Police Protection**  
Fund: **General  
Coroner Fees**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
721700 Rents & Leases - Bldg/Land	50,000	50,000	50,000	50,000
721900 Special Departmental Expense	25,000	25,000	25,000	25,000
722000 Transportation & Travel	8,000	8,000	8,000	8,000
722100 Utilities	22,000	22,000	22,000	22,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>371,982</b>	<b>371,982</b>	<b>371,982</b>	<b>371,982</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b>751,413</b>	<b>751,413</b>	<b>755,746</b>	<b>755,746</b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>713,413</u></b>	<b><u>713,413</u></b>	<b><u>717,746</u></b>	<b><u>717,746</u></b>

## SHERIFF- MORGUE OPERATIONS

### COMMENTS

The Sheriff-Coroner is responsible for the investigation of deaths in this county. The Board of Supervisors provides resources to allow for this function. In Fiscal Year 2015-16, a decision was made to establish a morgue operation and to discontinue the long practice of contracted post-mortem services. Towards that purpose, the County is leasing space for post-mortem facilities and investigation. In Fiscal Year 2016-17, such costs were organized under budget 04034. Certain Coroner services income previously realized in the Sheriff's Operations budget 04010 will now provide revenue to the Morgue Operations Budget.

As Coroner, the Sheriff investigates and determines the cause of death, in the absence of a physician, as the result of an accident or due to the criminal action or negligence of another person.

### ESTIMATED REVENUES

**662705** Coroner Fees (\$38,000) is recommended unchanged and is based on the projected amount of Coroner Fees received in the budget year.

### SALARIES & EMPLOYEE BENEFITS

**710102** Permanent Salaries (\$232,685) is recommended increased \$1,333 based on the cost of recommended staffing levels.

**710105** Overtime (\$14,000) is recommended unchanged for extended service investigations, unusual crimes, and court appearances.

**710106** Standby Pay (\$15,000) is recommended unchanged based on current staffing levels.

**710110** Uniform Allowance (\$2,700) is recommended unchanged based on recommended staffing levels.

**710200** Retirement (\$81,870) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300** Health Insurance (\$36,009) is based on the employer's share of health insurance premiums.

**710400** Workers' Compensation (\$1,500) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

**720300** Communications (\$10,000) is recommended unchanged based on anticipated expenditures for telephone, alarm and data costs in the new Morgue building.

## SHERIFF- MORGUE OPERATIONS

### SERVICES & SUPPLIES (continued)

- 720305**      **Microwave Radio Services** (\$2,000) is recommended unchanged for the Morgue's contribution to the Microwave Radio Internal Service Fund.
- 720500**      **Household Expense** (\$4,000) is recommended unchanged for Morgue building refuse disposal and household supplies.
- 720600**      **Insurance** (\$82) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$3,000) is recommended unchanged for maintaining morgue equipment for the new morgue building.
- 720900**      **Maintenance – Building & Improvements** (\$500) is recommended unchanged for maintenance of the new Morgue building.
- 721100**      **Memberships** (\$900) is recommended unchanged for membership in California State Coroner's Association for three Deputy Coroners.
- 721300**      **Office Expense** (\$2,500) is recommended unchanged for general office supplies and equipment.
- 721400**      **Professional & Specialized Services** (\$225,000) is recommended unchanged based on current Fiscal Year expenditures for technical services including Pathologist, special reports, mortuary services (estimated coroner cases per year - 550) and other Mortuary, Laboratory and Medical services for the Morgue.
- 721601**      **Rents & Leases – Co Vehicle** (\$19,000) is estimated unchanged. The mileage is used by the Senior Deputy Coroner, two Deputy Coroners, and mileage on transportation vehicles.
- 721700**      **Rents & Leases** (\$50,000) is recommended unchanged based on current Fiscal Year expenditures and 3% increase for monthly lease payments on the Morgue Operations Building.
- 721900**      **Special Departmental Expense** (\$25,000) is recommended unchanged based on current Fiscal Year expenditures. This line item pays for expendible mortuary supplies, small tools and equipment utilized at the Morgue.
- 722000**      **Transportation & Travel** (\$8,000) is recommended unchanged based on current Fiscal Year expenditures for technical training and special travel expenses for Deputy Coroners.
- 722100**      **Utilities** (\$22,000) is recommended unchanged to pay for utilities at the Morgue.

**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SHERIFF-MORGUE  
 OPERATIONS (04034)**  
 Function: **Public Protection**  
 Activity: **Police Protection**  
 Fund: **General  
 Coroner Fees**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3428	Deputy Coroner	2.0	-	2.0	-	-	-	
3428	Deputy Coroner or							
3727	Senior Deputy Coroner	1.0	-	1.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II or	1.0	-	1.0	-	-	-	
3654	Senior Program Assistant							
<b>TOTAL</b>		<b>4.0</b>	<b>-</b>	<b>4.0</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**NOTES:**

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHRF-Explorer Program  
 (04037)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
MISCELLANEOUS REVENUE				
673300 CONTRIBUTIONS & DONATIONS	14,000	14,000	10,000	10,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>14,000</b>	<b>14,000</b>	<b>10,000</b>	<b>10,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>14,000</u></b>	<b><u>14,000</u></b>	<b><u>10,000</u></b>	<b><u>10,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721900 Special Departmental Expense	10,000	10,000	6,000	6,000
722000 Transportation & Travel	4,000	4,000	4,000	4,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>14,000</b>	<b>14,000</b>	<b>10,000</b>	<b>10,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>14,000</u></b>	<b><u>14,000</u></b>	<b><u>10,000</u></b>	<b><u>10,000</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

**COMMENTS**

The Explorer Program is a community supported program under the supervision of the Sheriff’s Office. The funds are donations made by the community or earned by the unit to be used specifically by the Explorer Program to support their respective missions and/or goals.

**ESTIMATED REVENUES**

**673300**      **CONTRIBUTIONS & DONATIONS** (\$10,000) is recommended based on the projected contributions and donations received for the Sheriff Explorer Program in the budget year.

**SERVICES & SUPPLIES**

**721900**      **Special Departmental Expense** (\$6,000) is recommended for expenses incurred during Fiscal Year 2020-21 for the Explorer Program.

**722000**      **Transportation and Travel Expense** (\$4,000) is recommended for travel expenses incurred during Fiscal Year 2020-21 for the Explorer Program.



COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHRF-Search and Rescue  
 (04038)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
MISCELLANEOUS REVENUE				
673300 CONTRIBUTIONS & DONATIONS	3,500	3,500	3,000	3,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>3,500</b>	<b>3,500</b>	<b>3,000</b>	<b>3,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>3,500</u></b>	<b><u>3,500</u></b>	<b><u>3,000</u></b>	<b><u>3,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721900 Special Departmental Expense	3,500	3,500	3,000	3,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>3,500</b>	<b>3,500</b>	<b>3,000</b>	<b>3,000</b>
<b>TOTAL EXPENDITURES</b>	<b><u>3,500</u></b>	<b><u>3,500</u></b>	<b><u>3,000</u></b>	<b><u>3,000</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

**COMMENTS**

This budget implements community donations and funds earned by their unit to support investments in the County Search and Rescue (SAR) Program Org Key 04038. State Government Code places Search and Rescue responsibility under the County Sheriff. The SAR Program purchases needed equipment and supplies to maintain or increase current capabilities using funds received from public contributions or earned by their unit. The Sheriff’s Office maintains this budget to allow a continuing effort to enhance SAR services through on-going equipment and supply purchases and training for the Search and Rescue Program.

**ESTIMATED REVENUES**

**673300**      **CONTRIBUTIONS & DONATIONS** (\$3,000) is recommended based on the projected contributions and donations to be received for the Sheriff Search and Rescue Program in the budget year.

**SERVICES & SUPPLIES**

**721900**      **Special Departmental Expense** (\$3,000) is recommended for expenses incurred during Fiscal Year 2020-21 for the Search and Rescue Program.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-EMERG  
 OPERATIONS (04041)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
657000 Federal - Other	444,911	444,911	515,283	515,283
<b>TOTAL FOR INTERGOVERNMENTAL REVENUE</b>	<b>444,911</b>	<b>444,911</b>	<b>515,283</b>	<b>515,283</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>444,911</u></b>	<b><u>444,911</u></b>	<b><u>515,283</u></b>	<b><u>515,283</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710105 Overtime	289,000	289,000	250,000	250,000
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>289,000</b>	<b>289,000</b>	<b>250,000</b>	<b>250,000</b>
SERVICES & SUPPLIES				
721306 Equipment< FA Limit	25,000	25,000	0	0
721900 Special Departmental Expense	130,911	130,911	245,283	245,283
722000 Transportation/Travel			0	0
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>155,911</b>	<b>155,911</b>	<b>245,283</b>	<b>245,283</b>
FIXED ASSETS				
740300 Equipment	0	0	20,000	20,000
<b>TOTAL OTHER CHARGES</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>444,911</u></b>	<b><u>444,911</u></b>	<b><u>515,283</u></b>	<b><u>515,283</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## SHERIFF- EMERGENCY OPERATIONS

### COMMENTS

The Sheriff-Coroner is the Director of Emergency Operations for Madera County. The Director assures that all significant events are managed using standards established under the Incident Command System. In Fiscal Year 2015-16, the Board established appropriations under budget organization 04041 for significant events that resulted in unexpected expenses not funded under the Department's normal operating accounts. Appropriations in the accounts of the Emergency Operations budget are available for unique and expanding events. All appropriations are funded by previously received reimbursements under the Stafford Act or the California Disaster Assistance Act. The reimbursements are already on-hand. Purchases and expenses in this budget are controlled here to allow accurate recovery under Federal/State programs.

### ESTIMATED REVENUES

**657000**      Federal Other (\$515,283) is recommended based on the projected reimbursements from the California Disaster Assistance Act.

### SALARIES & EMPLOYEE BENEFITS

**710105**      Overtime (\$250,000) is recommended established to pay for county personnel that have responded to significant emergency events.

### SERVICES & SUPPLIES

**721306**      Equipment <FA Limit (\$0) is recommended decreased \$25,000.

**721900**      Special Departmental Expense (\$245,283) is recommended for purchases in furtherance of emergency response.

### FIXED ASSETS

**740300**      Equipment (\$20,000) is recommended for the purchase of a Generator for Fire to be purchased with PSPS funding.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHRF-CaIOES  
 #2018-0054 (04044)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 SHSGP #2018-0054 Grant

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
657111 Federal Homeland Security Grant	232,629	232,629	232,629	232,629
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>232,629</b>	<b>232,629</b>	<b>232,629</b>	<b>232,629</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>232,629</u></b>	<b><u>232,629</u></b>	<b><u>232,629</u></b>	<b><u>232,629</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	21,000	21,000	21,000	21,000
722000 Transportation & Travel	3,000	3,000	0	0
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>24,000</b>	<b>24,000</b>	<b>21,000</b>	<b>21,000</b>
FIXED ASSETS				
740300 Equipment	211,629	211,629	211,629	211,629
<b>TOTAL FIXED ASSETS</b>	<b>211,629</b>	<b>211,629</b>	<b>211,629</b>	<b>211,629</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>235,629</u></b>	<b><u>235,629</u></b>	<b><u>232,629</u></b>	<b><u>232,629</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>3,000</u></b>	<b><u>3,000</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

**COMMENTS**

This budget implements State Homeland Security Grant #2018-0054 program under Org Key 04044. The Grant includes three-year funding for equipment, training, and services to enhance public agency response to terrorism. Funding for the program originates at the Federal level and is allocated to local agencies by the State. Funding for expenditures in this budget request have been approved and authorized by the State under the State Homeland Security Grant Program (SHSGP). Each year, SHSGP funds are appropriated by the regional Anti-Terrorism Task Force (ATTF). Under federal law, the authority to appropriate these funds resides with the ATTF and is mandated to include Directors of Public Safety and Public Health executives. The Sheriff, Fire/Police Chiefs, and Public Health Director serve on the Madera ATTF.

The SHSGP has no cash match.

**ESTIMATED REVENUES**

**657111**      **FED – HOMELAND SECURITY GRANT** (\$232,629) is recommended based on the actual balance of the 2018 Homeland Security Grant.

**SERVICES & SUPPLIES**

**721400**      **Professional and Specialized Services** (\$21,000) is recommended for purchase of first responder safety equipment. Specific items are approved by CalOES.

**FIXED ASSETS**

**740300**      **Fixed Assets-Equipment** (\$211,629) is recommended to cover fixed asset purchases approved by the Anti-Terrorism Task Force, and funded by CalOES under grant #2018-0054. Appropriation in FY 2019-20 is recommended.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF- FED DOM  
 CANNABIS ERAD (04046)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 FED DESCP Grant

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
657000 Federal - Other	140,000	140,000	140,000	140,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>140,000</b>	<b>140,000</b>	<b>140,000</b>	<b>140,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>140,000</u></b>	<b><u>140,000</u></b>	<b><u>140,000</u></b>	<b><u>140,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710105 Overtime	80,000	80,000	80,000	80,000
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>
SERVICES & SUPPLIES				
720300 Communications	500	500	500	500
721900 Special Departmental Expense	54,000	54,000	54,000	54,000
722000 Transportation & Travel	5,500	5,500	5,500	5,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>140,000</u></b>	<b><u>140,000</u></b>	<b><u>140,000</u></b>	<b><u>140,000</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

**COMMENTS**

This budget funds operation of the Sheriff’s Domestic Cannabis Eradication and Suppression Program (DCESP) under Org Key 04046, created by the Board in Fiscal Year 2009-10. The program receives Federal Department of Justice reimbursement funds for the active investigation and suppression of marijuana production in the County. Funds are used for overtime expense, equipment, training and helicopter flights.

The program does not require a County General Fund cash match. Federal funds are advanced to the County prior to any expenditure.

**ESTIMATED REVENUES**

**657000**      **Federal – Other** (\$140,000) is recommended based on anticipated reimbursements from the United States Department of Justice.

**SALARIES & EMPLOYEE BENEFITS**

**710105**      **Overtime** (\$80,000) is recommended to pay the cost of Deputy Sheriffs working the program on an overtime basis.

**SERVICES & SUPPLIES**

**720300**      **Communications** (\$500) is recommended to pay for cell phone services.

**721900**      **Special Departmental Expense** (\$54,000) is recommended to pay for the purchase of helicopter flight time by contracted service, and to purchase small tools, uniform items, safety and other special equipment.

**722000**      **Transportation and Travel Expense** (\$5,500) is recommended unchanged for training and travel for assigned deputies working on the program.



**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SHERIFF- Tobacco Fund  
Grant (04047)**  
Function: **Public Protection**  
Activity: **Police Protection**  
Fund: **General  
ST Tobacco Grant**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
654535 ST-Grant Revenue	233,000	233,000	105,000	105,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>233,000</b>	<b>233,000</b>	<b>105,000</b>	<b>105,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>233,000</u></b>	<b><u>233,000</u></b>	<b><u>105,000</u></b>	<b><u>105,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	68,820	68,820	74,183	74,183
710105 Overtime	12,000	12,000	5,000	5,000
710110 Uniform Allowance	900	900	900	900
710200 Retirement	29,000	29,000	34,382	34,382
710300 Co Group Insurance	1,200	1,200	1,200	1,200
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>111,920</b>	<b>111,920</b>	<b>115,665</b>	<b>115,665</b>
SERVICES & SUPPLIES				
720300 Communications	1,500	1,500	650	650
721300 Office Expense	40,826	40,826	300	300
721900 Special Departmental Expense	73,754	73,754	500	500
722000 Transportation & Travel	5,000	5,000	500	500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>121,080</b>	<b>121,080</b>	<b>1,950</b>	<b>1,950</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>233,000</u></b>	<b><u>233,000</u></b>	<b><u>117,615</u></b>	<b><u>117,615</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>12,615</u></b>	<b><u>12,615</u></b>

**COMMENTS**

This budget funds a School Resource Deputy and operating expenses through the State Department of Justice, Tobacco Grant Program. This budget, Org Key 04047, was created by the Board in Fiscal Year 2018-19. This is a three year grant that expires on June 30, 2020, which funds a School Resource Deputy for Chawanakee Unified School District.

**ESTIMATED REVENUES**

**654535**      **St-Grant Revenue** (\$105,000) is recommended based on the projected available funding from the grant.

**SALARIES & EMPLOYEE BENEFITS**

**710102**      **Permanent Salaries** (\$74,183) is recommended increased \$5,363 based on the cost of recommended staff.

**710105**      **Overtime** (\$5,000) is recommended based on estimated funding Fiscal Year 2020-21 to pay the cost of the School Resource Deputy working the program on an overtime basis.

**710110**      **Uniform Allowance** (\$900) is recommended to provide uniform expense payments to safety employees.

**710200**      **Retirement** (\$34,382) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

**710300**      **Co Group Insurance** (\$1,200) is based on the employer’s share of health insurance premiums.

**SERVICES & SUPPLIES**

**720300**      **Communications** (\$650) is recommended to pay for cell phone and iPad services for the School Resource Deputy.

**721300**      **Office Expense** (\$300) is recommended to pay for miscellaneous office supplies and equipment.

**721900**      **Special Departmental Expense** (\$500) is recommended to pay for swag, signage and special equipment.

**722000**      **Transportation and Travel** (\$500) is recommended to pay for travel and education expenses for the School Resource Deputy.

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-TOBACCO GRANT  
 (04047)  
 Function: Public Protection  
 Activity: School Resource  
 Fund: General  
 Tobacco Grant

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff-Basic P.O.S.T. or						-	
3412	Deputy Sheriff-Intermediate P.O.S.T.	<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	
	<b>TOTAL</b>	<b>1.0</b>	<b>-</b>	<b>1.0</b>	<b>-</b>	<b>-</b>	<b>-</b>	

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF- (04048)  
 TOBACCO FUNDS  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 ST Tobacco Grant

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
654535 ST- Other	233,000	233,000	105,000	105,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>233,000</b>	<b>233,000</b>	<b>105,000</b>	<b>105,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>233,000</u></b>	<b><u>233,000</u></b>	<b><u>105,000</u></b>	<b><u>105,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	64,256	64,256	70,651	70,651
710105 Overtime	12,000	12,000	1,000	1,000
710110 Uniform Allowance	900	900	900	900
710200 Retirement	27,234	27,234	31,116	31,116
710300 Co Group Insurance	8,500	8,500	8,500	8,500
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>112,890</b>	<b>112,890</b>	<b>112,167</b>	<b>112,167</b>
SERVICES & SUPPLIES				
720300 Communications	1,500	1,500	650	650
721300 Office Expense	48,354	48,354	300	300
721900 Special Departmental Expense	65,256	65,256	500	500
722000 Transportation & Travel	5,000	5,000	500	500
	<b>120,110</b>	<b>120,110</b>	<b>1,950</b>	<b>1,950</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>233,000</u></b>	<b><u>233,000</u></b>	<b><u>114,117</u></b>	<b><u>114,117</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>9,117</u></b>	<b><u>9,117</u></b>

**SHERIFF – TOBACCO GRANT**

**COMMENTS**

This budget funds a School Resource Deputy and operating expenses through the State Department of Justice, Tobacco Grant Program. This budget, Org Key 04048, was created by the Board in Fiscal Year 2018-19. This is a three year grant that expires on June 30, 2020, which funds a School Resource Deputy for Yosemite Unified School District.

**ESTIMATED REVENUES**

**654535**      **St-Grant Revenue** (\$105,000) is recommended based on the projected available funding from the grant.

**SALARIES & EMPLOYEE BENEFITS**

**710102**      **Permanent Salaries** (\$70,651) is recommended based on the cost of recommended staff.

**710105**      **Overtime** (\$1,000) is recommended to pay the cost of the School Resource Deputy working the program on an overtime basis.

**710110**      **Uniform Allowance** (\$900) is recommended to provide uniform expense payments to safety employees.

**710200**      **Retirement** (\$31,116) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

**710300**      **Health Insurance** (\$8,500) is based on the employer’s share of health insurance premiums.

**SERVICES & SUPPLIES**

**720300**      **Communications** (\$650) is recommended to pay for cell phone and iPad services for the School Resource Deputy.

**721300**      **Office Expense** (\$300) is recommended to pay for miscellaneous office supplies and equipment.

**721900**      **Special Departmental Expense** (\$500) is recommended to pay for swag, signage and special equipment.

**722000**      **Transportation and Travel** (\$500) is recommended to pay for travel and education expenses for the School Resource Deputy.

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-TOBACCO GRANT  
 (04048)  
 Function: Public Protection  
 Activity: School Resource  
 Fund: General  
 Tobacco Grant

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff-Basic P.O.S.T. or						-	
3412	Deputy Sheriff-Intermediate P.O.S.T.	<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	
	<b>TOTAL</b>	<b>1.0</b>	<b>-</b>	<b>1.0</b>	<b>-</b>	<b>-</b>	<b>-</b>	

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF- 04049  
 Tobacco Funds -  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 ST Tobacco Grant

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
654535 St - Grant Revenue	234,563	234,563	105,000	105,000
<b>TOTAL STATE GRANT REVENUE</b>	<b>234,563</b>	<b>234,563</b>	<b>105,000</b>	<b>105,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>234,563</u></b>	<b><u>234,563</u></b>	<b><u>105,000</u></b>	<b><u>105,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	66,091	66,091	82,324	82,324
710105 Overtime	12,000	12,000	1,000	1,000
710110 Uniform Allowance	900	900	900	900
710200 Retirement	29,000	29,000	38,000	38,000
710300 Co Group Insurance	15,273	15,273	15,000	15,000
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>123,264</b>	<b>123,264</b>	<b>137,224</b>	<b>137,224</b>
SERVICES & SUPPLIES				
720300 Communications	1,500	1,500	650	650
721300 Office Expense	48,198	48,198	300	300
721900 Special Departmental Expense	56,601	56,601	500	500
722000 Transportation & Travel	5,000	5,000	500	500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>111,299</b>	<b>111,299</b>	<b>1,950</b>	<b>1,950</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>234,563</u></b>	<b><u>234,563</u></b>	<b><u>139,174</u></b>	<b><u>139,174</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>34,174</u></b>	<b><u>34,174</u></b>

**COMMENTS**

This budget funds a School Resource Deputy and operating expenses through the State Department of Justice, Tobacco Grant Program. This budget, Org Key 04049, was created by the Board in Fiscal Year 2018-19. This is a three year grant that expires on June 30, 2020, which funds a School Resource Deputy for Golden Valley Unified School District.

**ESTIMATED REVENUES**

**654535**      **St – Grant Revenue** (\$105,000) is recommended based on the projected available funding from the grant.

**SALARIES & EMPLOYEE BENEFITS**

**710102**      **Permanent Salaries** (\$82,324) is recommended based on the cost of recommended staff.

**710105**      **Overtime** (\$1,000) is recommended to pay the cost of the School Resource Deputy working the program on an overtime basis.

**710110**      **Uniform Allowance** (\$900) is recommended to provide uniform expense payments to safety employees.

**710200**      **Retirement** (\$38,000) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

**710300**      **Health Insurance** (\$15,000) is based on the employer’s share of health insurance premiums.

**SERVICES & SUPPLIES**

**720300**      **Communications** (\$650) is recommended to pay for cell phone and iPad services for the School Resource Deputy.

**721300**      **Office Expense** (\$300) is recommended to pay for miscellaneous office supplies and equipment.

**721900**      **Special Departmental Expense** (\$500) is recommended to pay for swag, signage, and special equipment.

**722000**      **Transportation and Travel Expense** (\$500) is recommended to pay for travel and education expenses for the School Resource Deputy.

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-TOBACCO GRANT  
 (04049)  
 Function: Public Protection  
 Activity: School Resource  
 Fund: General  
 Tobacco Grant

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff-Basic P.O.S.T. or						-	
3412	Deputy Sheriff-Intermediate P.O.S.T.	<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	
	<b>TOTAL</b>	<b>1.0</b>	<b>-</b>	<b>1.0</b>	<b>-</b>	<b>-</b>	<b>-</b>	

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-CITZENS OPTION -  
 PUB SAFETY - SLESF (04050)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 SLESF Contribution

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<b><u>ESTIMATED REVENUES:</u></b>				
OPERATING TRANSFERS IN				
680200 Operating Transfers In	160,000	160,000	160,000	160,000
<b>TOTAL OPERATING TRANSFERS IN</b>	<b>160,000</b>	<b>160,000</b>	<b>160,000</b>	<b>160,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>160,000</u></b>	<b><u>160,000</u></b>	<b><u>160,000</u></b>	<b><u>160,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	126,864	126,864	154,300	154,300
710105 Overtime	20,000	20,000	20,000	20,000
710106 Stand-by Pay	1,500	1,500	1,500	1,500
710107 Premium Pay	1,000	1,000	1,000	1,000
710110 Uniform Allowance	1,900	1,900	1,900	1,900
710200 Retirement	53,770	53,770	69,770	69,770
710300 Health Insurance	20,765	20,765	23,165	23,165
710400 Workers' Compensation Insurance	22,906	22,906	17,288	17,288
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>248,705</b>	<b>248,705</b>	<b>288,923</b>	<b>288,923</b>
SERVICES & SUPPLIES				
720600 Insurance	0	0	393	393
722016 Reimburse Day Meals	100	100	100	100
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>100</b>	<b>100</b>	<b>493</b>	<b>493</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>248,805</u></b>	<b><u>248,805</u></b>	<b><u>289,416</u></b>	<b><u>289,416</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>88,805</u></b>	<b><u>88,805</u></b>	<b><u>129,416</u></b>	<b><u>129,416</u></b>

## SHERIFF - CITIZENS OPTION FOR PUBLIC SAFETY (SLESF)

### COMMENTS

This budget implements a State special safety program to fight local crime and increase public safety under Org Key 04050. On September 17, 1996, the Board of Supervisors initiated this program with appropriations to this budget and related programs in the District Attorney's Office, the Probation Department, and the Public Defender's Office. The local administration of these state funds is annually completed by the Auditor-Controller's Office. The State has simplified this program and revenue is directly appropriated by the State each year. This budget fully funds two (2) Deputy Sheriff's positions, increasing the level of service for the residents of Madera County. Contribution from the General Fund will be required to fill the shortfall between program costs and State funding.

### ESTIMATED REVENUES

**680200**      **OPERATING TRANSFERS IN** (\$160,000) is recommended unchanged and is based on the projected available realignment funding from the law enforcement services subaccount.

### SALARIES & EMPLOYEE BENEFITS

**710102**      **Permanent Salaries** (\$154,300) are recommended increased \$27,436 based on the cost of recommended staffing.

**710105**      **Overtime** (\$20,000) is recommended unchanged based on current year expenditures.

**710106**      **Stand-By Pay** (\$1,500) is recommended unchanged based on anticipated expenditures.

**710107**      **Premium Pay** (\$1,000) is recommended unchanged based on current year expenditures.

**710110**      **Uniform Allowance** (\$1,900) is recommended unchanged based on current Fiscal Year expenses for the uniform expense for safety employees.

**710200**      **Retirement** (\$69,770) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      **Health Insurance** (\$23,165) is based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$17,288) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

**722016**      **Reimburse Day Meals** (\$100) is recommended for reimbursement of travel expenses.

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-CITIZENS OPTION -  
 PUB SAFETY - SLESF (04050)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 SLESF Contribution

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff-Basic P.O.S.T. or							
3412	Deputy Sheriff-Intermediate P.O.S.T.	2.0	-	2.0	-	-	-	
<b>TOTAL</b>		<u>2.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF- RIVERSTONE DEVELOPMEN  
 (04051)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
OPERATING TRANSFERS IN				
680200 Operating Transfers In	0	0	139,951	139,951
<b>TOTAL OPERATING TRANSFERS IN</b>	<b>0</b>	<b>0</b>	<b>139,951</b>	<b>139,951</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>139,951</u></b>	<b><u>139,951</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	0	0	86,575	86,575
710105 Overtime	0	0	5,000	5,000
710106 Stand-by Pay	0	0	1,000	1,000
710107 Premium Pay	0	0	1,000	1,000
710110 Uniform Allowance	0	0	900	900
710200 Retirement	0	0	24,075	24,075
710300 Health Insurance	0	0	23,401	23,401
710400 Workers' Compensation Insurance	0	0	1,000	1,000
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>0</b>	<b>0</b>	<b>142,951</b>	<b>142,951</b>
SERVICES & SUPPLIES				
720600 Insurance	0	0	25	25
722016 Reimburse Day Meals	0	0	100	100
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>0</b>	<b>0</b>	<b>125</b>	<b>125</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>143,076</u></b>	<b><u>143,076</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>3,125</u></b>	<b><u>3,125</u></b>

## SHERIFF – RIVERSTONE DEVELOPMENT

### COMMENTS

This budget was developed mid-year FY 2019-2020 and funds a Deputy Sheriff. This Deputy will provide law enforcement services at Riverstone Development, a new subdivision at the corner of HWY 41 and Avenue 12 per the development agreement on file with the Clerk of the Board of Supervisors.

### ESTIMATED REVENUES

**680200**      **OPERATING TRANSFERS IN** (\$139,951) is recommended unchanged and is based on the projected available realignment funding from the law enforcement services subaccount.

### SALARIES & EMPLOYEE BENEFITS

**710102**      **Permanent Salaries** (\$86,575) are recommended unchanged based on the cost of recommended staffing.

**710105**      **Overtime** (\$5,000) is recommended unchanged based on anticipated expenditures.

**710106**      **Stand-By Pay** (\$1,000) is recommended unchanged based on anticipated expenditures.

**710107**      **Premium Pay** (\$1,000) is recommended unchanged based on anticipated expenditures.

**710110**      **Uniform Allowance** (\$900) is recommended unchanged for uniform expense for safety employees.

**710200**      **Retirement** (\$24,075) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      **Health Insurance** (\$23,401) is based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$1,000) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

**720600**      **Insurance** (\$25) reflects the Department's contribution to the County's Self-Insured Liability Program.

**722016**      **Reimburse Day Meals** (\$100) is recommended for reimbursement of travel expenses.

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-RIVERSTONE DEVELOPMENT  
 (04051)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff Basic P.O.S.T. or	-	-	-	-	-	-	
3412	Deputy Sheriff Intermediate P.O.S.T.	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF- TREE  
 MORTALITY (04053)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	PROJECTED ACTUAL <u>2019-20</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
652700 State Disaster Relief (Prior Year Claims)	0	0	1,745,600	1,745,600
652700 State Disaster Relief	2,255,700	2,612,995	457,492	457,492
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>2,255,700</b>	<b>2,612,995</b>	<b>2,203,092</b>	<b>2,203,092</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>2,255,700</u></b>	<b><u>2,612,995</u></b>	<b><u>2,203,092</u></b>	<b><u>2,203,092</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710103 Temporary Salaries	81,900	0	0	0
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>81,900</b>	<b>0</b>	<b>0</b>	<b>0</b>
SERVICES & SUPPLIES				
721400 Professional and Specialized Services	2,737,725	3,679,292	557,492	557,492
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>2,737,725</b>	<b>3,679,292</b>	<b>557,492</b>	<b>557,492</b>
INTRAFUND TRANSFERS				
770100 Intrafund Transfer	0	0	239,639	239,639
<b>TOTAL INTRAFUND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>239,639</b>	<b>239,639</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>2,819,625</u></b>	<b><u>3,679,292</u></b>	<b><u>797,131</u></b>	<b><u>797,131</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>563,925</u></b>	<b><u>1,066,297</u></b>	<b><u>(1,405,961)</u></b>	<b><u>(1,405,961)</u></b>

## SHERIFF- TREE MORTALITY

### COMMENTS

This budget was established in Fiscal Year 2016-17 to implement a tree removal plan. Governor Brown granted Counties with California Disaster Assistance Act (CDAA) funding to address Tree Mortality. The County applied for and was granted funding for tree removal that will be performed by professionals.

### ESTIMATED REVENUES

**652700**      **ST – DISASTER RELIEF** (\$2,203,092) is recommended based on the projected reimbursements from the California Office of Emergency Services for tree mortality operations.

### SALARIES & EMPLOYEE BENEFITS

**710103**      **Temporary Salaries** (\$0) is recommended.

### SERVICES & SUPPLIES

**721400**      **Professional and Specialized Services** (\$557,492) is recommended established to pay for tree removal services.

**770100**      **Intrafund Transfer** (\$239,639) is recommended for reimbursement to the Sheriff/Coroner budget for staff time.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-CHUKCHANSI  
 CASINO SVC (04054)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: Genera Chukchansi Reimbursement

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
662765 Services to Chukchansi Casino	700,000	700,000	740,000	740,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>700,000</b>	<b>700,000</b>	<b>740,000</b>	<b>740,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>700,000</u></b>	<b><u>700,000</u></b>	<b><u>740,000</u></b>	<b><u>740,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	401,177	401,177	423,505	423,505
710105 Overtime	45,900	45,900	45,900	45,900
710106 Stand-by Pay	1,500	1,500	1,500	1,500
710110 Uniform Allowance	4,600	4,600	4,600	4,600
710200 Retirement	170,036	170,036	190,000	190,000
710300 Health Insurance	45,000	45,000	51,000	51,000
710400 Workers' Compensation Insurance	4,016	4,016	4,016	4,016
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>672,229</b>	<b>672,229</b>	<b>720,521</b>	<b>720,521</b>
SERVICES & SUPPLIES				
720300 Communications	1,714	1,714	1,714	1,714
720305 Microwave Radio Services	10,000	10,000	10,000	10,000
720600 Insurance	346	346	346	346
721601 Rents/Lse Co Vehicle	15,000	15,000	15,000	15,000
721900 Special Departmental Expense	3,000	3,000	3,000	3,000
722000 Transportation/Travel/Educ	100	100	100	100
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>30,160</b>	<b>30,160</b>	<b>30,160</b>	<b>30,160</b>
<b><u>TOTAL ESTIMATED EXPENDITURES</u></b>	<b><u>702,389</u></b>	<b><u>702,389</u></b>	<b><u>750,681</u></b>	<b><u>750,681</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>2,389</u></b>	<b><u>2,389</u></b>	<b><u>10,681</u></b>	<b><u>10,681</u></b>

## SHERIFF – CHUKCHANSI CASINO SERVICE

### COMMENTS

Chukchansi Casino re-opened for operations in December 2015 after renegotiating law enforcement reimbursement expenses with the County. The Casino budget appropriates funds provided under a Memorandum of Understanding (MOU) between the Chukchansi Tribal Government and the County for law enforcement services at the Chukchansi Resort under Org Key 04054. The Tribal Government provides reimbursement to the County for the salary and benefit cost of five (5) Deputy Sheriff's positions assigned to this function plus an administrative expense of 12%.

### ESTIMATED REVENUES

**662765**      **SVC TO CHUKCHANSI CASINO** (\$740,000) is recommended based on the projected revenues received for providing law enforcement services to Chukchansi.

### SALARIES & EMPLOYEE BENEFITS

**710102**      **Permanent Salaries** (\$423,505) are recommended increased \$22,328 based on the cost of recommended staff.

**710105**      **Overtime** (\$45,900) is recommended unchanged based on prior year expenditures.

**710106**      **Standby & Night Premium** (\$1,500) is recommended unchanged.

**710110**      **Uniform Allowance** (\$4,600) is recommended unchanged to provide uniform expense payments to safety employees.

**710200**      **Retirement** (\$190,000) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      **Health Insurance** (\$51,000) is based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$4,016) reflects the program's contribution to the County's Self-Insurance Internal Service Fund.



## SHERIFF – CHUKCHANSI CASINO SERVICE

### SERVICES & SUPPLIES

- 720300**      **Communications** (\$1,714) is recommended unchanged for laptop data charges for in-vehicle use and other communication expenses.
- 720305**      **Microwave Radio Services** (\$10,000) is recommended unchanged for the Department's contribution to the Internal Service Fund based on the number of radios assigned to this unit that utilize the County's microwave radio network.
- 720600**      **Insurance** (\$346) reflects the program's contribution to the County's Self-Insured Liability Program.
- 721600**      **Rents & Leases - Equipment** (\$15,000) is recommended unchanged based on current Fiscal Year expenditures for expenses incurred on leased vehicles from the Central Garage.
- 721900**      **Special Departmental Expense** (\$3,000) unchanged to pay for miscellaneous small tools and equipment.
- 722000**      **Transportation/Travel/Education** (\$100) is recommended unchanged for reimbursement of travel expenses.

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-CHUKCHANSI  
 CASINO SVC (04054)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 Chukchansi Reimbursement

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff-Basic P.O.S.T. or							
3412	Deputy Sheriff-Intermediate P.O.S.T.	5.0	-	5.0	-	-	-	
<b>TOTAL</b>		<u>5.0</u>	<u>-</u>	<u>5.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF- VCH LE SERVICES  
 (04059)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<b><u>ESTIMATED REVENUES:</u></b>				
OPERATING TRANSFERS IN				
680200 Operating Transfers In	659,054	659,054	659,054	659,054
<b>TOTAL OPERATING TRANSFERS IN</b>	<b>659,054</b>	<b>659,054</b>	<b>659,054</b>	<b>659,054</b>
OTHER FINANCING RESOURCES				
657000 Federal-Other	0	0	50,252	50,252
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>659,054</u></b>	<b><u>659,054</u></b>	<b><u>709,306</u></b>	<b><u>709,306</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	400,672	400,672	456,920	456,920
710105 Overtime	10,000	10,000	10,000	10,000
710110 Uniform Allowance	4,500	4,500	5,400	5,400
710200 Retirement	178,129	178,129	207,345	207,345
710300 Health Insurance	65,753	65,753	76,476	76,476
710400 Workers' Compensation Insurance	1,500	0	1,500	1,500
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>660,554</b>	<b>659,054</b>	<b>757,641</b>	<b>757,641</b>
SERVICES & SUPPLIES				
720600 Insurance	50	50	50	50
720300 Communications	6,730	6,730	6,730	6,730
721601 Rents/Lse Co Vehicle	10,000	10,000	64,000	64,000
721900 Special Dept Exp	41,275	41,275	10,000	10,000
722016 Reimburse Day Meals	200	0	200	200
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>58,255</b>	<b>58,055</b>	<b>80,980</b>	<b>80,980</b>
FIXED ASSETS				
740300 Equipment	0	69,000	0	0
<b>TOTAL FIXED ASSETS</b>	<b>0</b>	<b>69,000</b>	<b>0</b>	<b>0</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF- VCH LE SERVICES  
 (04059)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<u>TOTAL EXPENDITURES</u>	718,809	786,109	838,621	838,621
<u>NET COUNTY COST (EXP - REV)</u>	<u>59,755</u>	<u>127,055</u>	<u>129,315</u>	<u>129,315</u>

## SHERIFF – VCH LE SERVICES

### COMMENTS

This ORG was generated FY 19-20 mid-year to fund four Deputy Sheriff's and one Sergeant to provide Law Enforcement services to Valley Childrens hospital on their campus. Valley Childrens Hospital will fully fund the positions per the agreement on file with the Clerk of the Board of Supervisors.

### ESTIMATED REVENUES

- 680200**      **OPERATING TRANSFERS IN** (\$659,054) is recommended unchanged and is based on the projected available realignment funding from the law enforcement services subaccount.
- 657000**      **FEDERAL-OTHER** (\$50,252) reimbursement from COPS grant award.

### SALARIES & EMPLOYEE BENEFITS

- 710102**      **Permanent Salaries** (\$456,920) is recommended increased \$56,948 based on the cost of recommended staffing and the additional Corporal obtained through the COPS grant.
- 710105**      **Overtime** (\$10,000) is recommended unchanged based on current year expenditures.
- 710110**      **Uniform Allowance** (\$5,400) is recommended increased \$900 based on the Corporal added through COPS Grant and current Fiscal Year expenses for uniform expense for safety employees.
- 710200**      **Retirement** (\$207,345) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$76,476) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$1,500) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

**SHERIFF – VCH LE SERVICES**

**SERVICES AND SUPPLIES**

- 720600**      **Insurance** (\$50) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720300**      **Communications** (\$6,730) is recommended based on cell phone useage and data charges for Deputies assigned to VCH.
- 721601**      **Rents/Lse Co Vehicle** (\$64,000) is recommended based on mileage paid to central garage for Deputies assigned to VCH.
- 721900**      **Special Dept Exp** (\$10,000) is recommended for miscellaneous equipment for Deputies assigned to VCH.
- 722016**      **Reimburse Day Meals** (\$200) is recommended for reimbursement of travel expenses.

**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SHERIFF-VCH LE SERVICES  
 (04059)**  
 Function: **Public Protection**  
 Activity: **Police Protection**  
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
	4 Deputy Sheriff Basic P.O.S.T. or Deputy Sheriff Intermedicate P.O.S.T.	2.0	-	4.0	-	2.0	-	
	1 Sheriff's Sergeant	1.0	-	1.0	-	-	-	
	1 Sheriff's Corporal			1.0		1.0		
	<b>TOTAL</b>	<b>3.0</b>	<b>-</b>	<b>6.0</b>	<b>-</b>	<b>3.0</b>	<b>-</b>	

**NOTES:**

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-RURAL CRIME  
 PREV TASK FORCE (04062)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
OPERATING TRANSFERS IN				
680200 Operating Transfers In	165,000	165,000	165,000	165,000
<b>TOTAL OPERATING TRANSFERS IN</b>	<b>165,000</b>	<b>165,000</b>	<b>165,000</b>	<b>165,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>165,000</u></b>	<b><u>165,000</u></b>	<b><u>165,000</u></b>	<b><u>165,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	176,016	176,016	179,016	179,016
710105 Overtime	20,000	20,000	20,000	20,000
710110 Uniform Allowance	1,800	1,800	1,800	1,800
710200 Retirement	74,603	74,603	83,316	83,316
710300 Health Insurance	30,488	30,488	32,169	32,169
710400 Workers' Compensation Insurance	56,618	56,618	49,541	49,541
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>359,525</b>	<b>359,525</b>	<b>365,842</b>	<b>365,842</b>
SERVICES & SUPPLIES				
720300 Communications	3,500	3,500	3,500	3,500
720305 Microwave Radio Services	2,000	2,000	2,000	2,000
720600 Insurance	702	702	797	797
721100 Memberships	100	100	100	100
721300 Office Expense	400	400	400	400
721600 Rents & Leases - Equipment	29,000	29,000	29,000	29,000
721900 Special Departmental Expense	200	200	200	200
722000 Transportation & Travel	500	500	500	500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>36,402</b>	<b>36,402</b>	<b>36,497</b>	<b>36,497</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>395,927</u></b>	<b><u>395,927</u></b>	<b><u>402,339</u></b>	<b><u>402,339</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>230,927</u></b>	<b><u>230,927</u></b>	<b><u>237,339</u></b>	<b><u>237,339</u></b>

## SHERIFF – RURAL CRIME PREVENTION TASK FORCE PROGRAM

### COMMENTS

In April 1999, the Board of Supervisors accepted a Rural Crime Prevention Task Force Grant to combat agricultural crimes and appropriations were made in Budget 04062. In Fiscal Year 2011-12, the State of California shifted the source of funding from the State General Fund to Realignment Funds and the County now receives an annual program appropriation. Assigned staff target crimes against agricultural production. Long-term investigations are conducted as well as crime prevention activities.

There is no local match requirement; however, County General Funds will be required to fund some costs, as grant revenue does not fully meet salary and operating expenses.

### ESTIMATED REVENUES

**680200**      Operating Transfers In (\$165,000) is recommended based on available realignment funding.

### SALARIES & EMPLOYEE BENEFITS

**710102**      Permanent Salaries (\$179,016) are recommended increased \$3,000 based on the cost of recommended staff.

**710105**      Overtime (\$20,000) is recommended unchanged based on current year expenditures.

**710110**      Uniform Allowance (\$1,800) is recommended unchanged to provide uniform expense payments to safety employees.

**710200**      Retirement (\$83,316) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      Health Insurance (\$32,169) is based on the employer's share of health insurance premiums.

**710400**      Workers' Compensation (\$49,541) reflects the Program's contribution to the County's Self-Insurance Internal Service Fund.

## SHERIFF – RURAL CRIME PREVENTION TASK FORCE PROGRAM

### SERVICES & SUPPLIES

- 720300**      **Communications** (\$3,500) is recommended unchanged based on current year expenditures.
- 720305**      **Microwave Radio Services** (\$2,000) is recommended unchanged for the program's contribution to the Internal Service Fund based on the number of radios in the unit that utilize the County's microwave radio network.
- 720600**      **Insurance** (\$797) reflects the Program's contribution to the County's Self-Insured Liability Program.
- 721100**      **Memberships** (\$100) is recommended unchanged for membership in the California Rural Crime Prevention Task Force.
- 721300**      **Office Expense** (\$400) is recommended unchanged for expendable/consumable supplies.
- 721600**      **Rents & Leases - Equipment** (\$29,000) is recommended unchanged based on current year expenditures.
- 721900**      **Special Departmental Expense** (\$200) is recommended unchanged to provide small tools and special equipment.
- 722000**      **Transportation & Travel** (\$500) is recommended unchanged to provide for staff training and travel expenses.

**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SHERIFF-RURAL CRIME  
 PREV TASK FORCE (04062)**  
 Function: **Public Protection**  
 Activity: **Police Protection**  
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff-Basic P.O.S.T. or							
3412	Deputy Sheriff-Intermediate P.O.S.T.	<b>2.0</b>	-	<b>2.0</b>	-	-	-	
<b>TOTAL</b>		<b>2.0</b>	-	<b>2.0</b>	-	-	-	

**NOTES:**

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-CIVIL UNIT  
 (04064)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
661100 Civil Process Services	38,000	38,000	38,000	38,000
662700 Other Charges for Services	32,000	32,000	32,000	32,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>70,000</u></b>	<b><u>70,000</u></b>	<b><u>70,000</u></b>	<b><u>70,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	374,244	374,244	374,244	374,244
710103 Extra Help	2,000	2,000	2,000	2,000
710105 Overtime	12,000	12,000	12,000	12,000
710106 Stand-by Pay	500	500	500	500
710110 Uniform Allowance	2,700	2,700	2,700	2,700
710200 Retirement	150,499	150,499	150,499	150,499
710300 Health Insurance	59,410	59,410	59,410	59,410
710400 Workers' Compensation Insurance	3,227	3,227	3,227	3,227
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>604,580</b>	<b>604,580</b>	<b>604,580</b>	<b>604,580</b>
SERVICES & SUPPLIES				
720300 Communications	7,300	7,300	7,300	7,300
720305 Microwave Radio Services	3,000	3,000	3,000	3,000
720600 Insurance	207	207	207	207
721300 Office Expense	3,500	3,500	3,500	3,500
721400 Professional & Specialized Services	8,000	8,000	8,000	8,000
721600 Rents & Leases - Equipment	82,000	82,000	82,000	82,000
721900 Special Departmental Expense	2,500	2,500	2,500	2,500
722000 Transportation & Travel	4,958	4,958	4,958	4,958
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>111,465</b>	<b>111,465</b>	<b>111,465</b>	<b>111,465</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>716,045</u></b>	<b><u>716,045</u></b>	<b><u>716,045</u></b>	<b><u>716,045</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>646,045</u></b>	<b><u>646,045</u></b>	<b><u>646,045</u></b>	<b><u>646,045</u></b>

**COMMENTS**

In 2012-13, the function of the Civil Unit was separated from Court Security and budgeted under Org 04064. In that year, State Realignment provided dedicated funding to the Sheriff's Office for Court Security. The Civil Unit delivers court orders, and civil documents, on a fee-for-service basis.

**ESTIMATED REVENUES**

**661100**      **SHERIFF CIV PROC SVC** (\$38,000) is recommended based on projected fee revenues to be received in the budget year.

**662721**      **PC 1205(D) ADMIN** (\$32,000) is recommended based on projected fee revenues to be received in the budget year.

**SALARIES & EMPLOYEE BENEFITS**

**710102**      **Permanent Salaries** (\$374,244) are recommended unchanged based on the cost of recommended staffing.

**710103**      **Extra Help** (\$2,000) is recommended unchanged to provide coverage for vacation/sick relief and other services.

**710105**      **Overtime** (\$12,000) is recommended unchanged based on current expenditures and current workload.

**710106**      **Premium Pay** (\$500) is recommended unchanged based on current expenditures.

**710110**      **Uniform Allowance** (\$2,700) is recommended unchanged for the payment of uniform expense for safety employees.

**710200**      **Retirement** (\$150,499) reflects the County's contribution to Social Security and the Public Employees' Retirement System for safety employees.

**710300**      **Health Insurance** (\$59,410) is based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$3,227) reflects the Sheriff's Office contribution to the County's Self-Insurance Internal Service Fund.

**SERVICES & SUPPLIES**

- 720300**      **Communications** (\$7,300) is recommended unchanged current Fiscal Year expenditures.
- 720305**      **Microwave Radio Services** (\$3,000) is recommended unchanged to fund the program's share of the Internal Service Fund for use of radios on the County's Microwave Radio System.
- 720600**      **Insurance** (\$207) reflects the Sheriff's Office contribution to the County's Self-Insured Liability Program.
- 721300**      **Office Expense** (\$3,500) is recommended unchanged for consumable office supplies.
- 721400**      **Professional & Specialized Services** (\$8,000) is recommended unchanged for specialized services and the new civil software maintenance agreement with Tyler Soft Code.
- 721600**      **Rents & Leases - Equipment** (\$82,000) is recommended unchanged current Fiscal Year expenditures for Civil Unit vehicles leased from the County Central Garage. The account also provides funds for the lease of a copier.
- 721900**      **Special Departmental Expense** (\$2,500) is recommended unchanged for small tools and equipment to be purchased to assist deputies with homeless encampments.
- 722000**      **Transportation & Travel** (\$4,958) is recommended unchanged to provide technical training for Deputies and Clerks assigned to this unit.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SHERIFF-CIVIL UNIT  
(04064)**  
Function: **Public Protection**  
Activity: **Police Protection**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3413	Chief Civil Deputy Sheriff	1.0	-	1.0	-	-	-	
3411	Deputy Sheriff-Basic P.O.S.T. or							
3412	Deputy Sheriff-Intermediate P.O.S.T.	2.0	-	2.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II or							
3429	Sheriff's Civil Specialist	2.0	-	2.0	-	-	-	
<b>TOTAL</b>		<b>5.0</b>	<b>-</b>	<b>5.0</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**NOTES:**



COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-OFF HWY VEH  
 ENFRC GRANT (04066)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 CA OHMVR Grant

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
654064 State-Off Hwy Vehicle	225,000	225,000	200,000	200,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>225,000</b>	<b>225,000</b>	<b>200,000</b>	<b>200,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>225,000</u></b>	<b><u>225,000</u></b>	<b><u>200,000</u></b>	<b><u>200,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710105 Overtime	35,000	35,000	77,600	77,600
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>35,000</b>	<b>35,000</b>	<b>77,600</b>	<b>77,600</b>
SERVICES & SUPPLIES				
721900 Special Departmental Expense	80,000	80,000	5,400	5,400
722000 Transportation & Travel	10,000	10,000	7,000	7,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>90,000</b>	<b>90,000</b>	<b>12,400</b>	<b>12,400</b>
FIXED ASSETS				
740300 Equipment	100,000	100,000	110,000	110,000
<b>TOTAL FIXED ASSETS</b>	<b>100,000</b>	<b>100,000</b>	<b>110,000</b>	<b>110,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>225,000</u></b>	<b><u>225,000</u></b>	<b><u>200,000</u></b>	<b><u>200,000</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## SHERIFF – OFF HWY VEHICLE ENFRC GRANT

### COMMENTS

This budget provides appropriations for the Sheriff's Off-Highway Vehicle (OHV) Enforcement Grant under Org Key 04066. The work is supported by a grant from the California State Parks, Off-Highway Motor Vehicle Recreation (OHMVR) program. The purpose of the funding is to provide safety services to OHV enthusiasts. The funds also support enforcement of laws regulating the operation of OHVs. The OHMVR program also funds the purchase of vehicles and equipment, allowing the Department to sustain the OHV safety effort. The OHMVR program will pay for fixed overtime costs on a reimbursement basis. The OHMVR grant requires a 25% match.

### ESTIMATED REVENUES

**654064**      ST-OFF-HWY VEH-EQPT (\$200,000) is recommended based on available grant funding projected.

### SALARIES & EMPLOYEE BENEFITS

**710105**      Overtime (\$77,600) is recommended to deliver commitments for Deputy Sheriff Overtime in OHV enforcement.

### SERVICES & SUPPLIES

**721900**      Special Departmental Expense (\$5,400) is recommended for repairs, vehicle parts, safety gear, and other special program items.

**722000**      Transportation & Travel (\$7,000) is recommended to provide training for new OHV riders and for travel costs to OHMVR meetings/Training.

### FIXED ASSETS

**740300**      Equipment (\$110,000) is recommended for the purchase of a UTV, a UTV trailer, and a Pick-up Truck to assist with OHV enforcement. This purchase is offset with grant funds.

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SHERIFF- ANTI-DRUG  
ABUSE GRANT (04070)**  
Function: **Public Protection**  
Activity: **Police Protection**  
Fund: **General  
Byrne ADA Grant**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>EXPENDITURES:</u></b>				
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	122,049	122,049	128,719	128,719
710105 Overtime	23,250	23,250	23,250	23,250
710110 Uniform Allowance	1,200	1,200	1,200	1,200
710200 Retirement	47,963	47,963	54,670	54,670
710300 Health Insurance	23,401	23,401	19,401	19,401
710400 Workers' Compensation Insurance	12,603	12,603	11,027	11,027
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>230,466</b>	<b>230,466</b>	<b>238,267</b>	<b>238,267</b>
<b>SERVICES &amp; SUPPLIES</b>				
720300 Communications	500	500	500	500
720305 Microwave Radio Services	2,000	2,000	2,000	2,000
720600 Insurance	1	1	1	1
721400 Professional and Specialized Services	16,000	16,000	16,000	16,000
721900 Special Departmental Expense	17,000	17,000	17,000	17,000
722000 Transportation & Travel	3,000	3,000	3,000	3,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>38,501</b>	<b>38,501</b>	<b>38,501</b>	<b>38,501</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>268,967</u></b>	<b><u>268,967</u></b>	<b><u>276,768</u></b>	<b><u>276,768</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>268,967</u></b>	<b><u>268,967</u></b>	<b><u>276,768</u></b>	<b><u>276,768</u></b>

## SHERIFF-ANTI-DRUG ABUSE GRANT

### COMMENTS

The Byrne Anti-Drug Abuse (Byrne ADA) Grant budget, Org Key 04070, funds staff to serve on the Madera Narcotics Enforcement Team to conduct investigations and to record program data and expenses. A Federal Recovery Act Grant to support several positions in this budget expired in June 2012. The grant closure left unfunded positions from other County Departments in this Sheriff's Budget, increasing this department's request for a General Fund contribution.

The Department was a successful applicant for competitive Federal Byrne ADA grant funds administered by the California Board of State and Community Corrections (BSCC). However, BSCC had notified the County in the current year that this grant funding would no longer continue in 2018. The Department has requested to fund this program with county discretionary revenues for Fiscal Year 2020-2021.

### SALARIES & EMPLOYEE BENEFITS

- 710102      **Permanent Salaries** (\$128,719) are recommended increased \$6,670 based on the cost of recommended staffing levels.
- 710105      **Overtime** (\$23,250) is recommended unchanged based on current and past expenditures and available grant funds.
- 710110      **Uniform Allowance** (\$1,200) is recommended unchanged based on current Fiscal Year expenditures, to provide uniform expense payment to safety employees.
- 710200      **Retirement** (\$54,670) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300      **Health Insurance** (\$19,401) is based on the employer's share of health insurance premiums.
- 710400      **Workers' Compensation** (\$11,027) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

- 730200      **Communications** (\$500) is recommended unchanged based on current Fiscal Year expenditures.
- 720305      **Microwave Radio Services** (\$2,000) is recommended unchanged.

## SHERIFF-ANTI-DRUG ABUSE GRANT

### **SERVICES & SUPPLIES** (continued)

- 720600**      **Insurance** (\$1) reflects the Program's contribution to the County's Self-Insured Liability Program.
- 721400**      **Professional & Specialized Services** (\$16,000) is recommended unchanged to fund evaluation analysis requirements, and performance audit services. The funds may also be used for direct services to residents in recovery. Contracts will be issued to obtain specialized services.
- 721900**      **Special Departmental Expense** (\$17,000) is recommended unchanged to pay for Drug Court program support costs and for materials, small tools, and equipment needed for this activity.
- 722000**      **Transportation & Travel** (\$3,000) is recommended unchanged to pay for grant-stipulated travel and expenditures to attend mandated program trainings.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SHERIFF- ANTI-DRUG  
ABUSE GRANT (04070)**  
Function: **Public Protection**  
Activity: **Police Protection**  
Fund: **General  
Byrne ADA Grant**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff-Basic P.O.S.T. or							
3412	Deputy Sheriff-Intermediate P.O.S.T.	1.0	-	1.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II or							
3669	Legal Secretary I or							
3653	Legal Secretary II	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>2.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

**NOTES:**

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-CAL-MMET  
 PROGRAM (04071)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<b><u>ESTIMATED REVENUES:</u></b>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	180,000	180,000	188,684	188,684
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>180,000</b>	<b>180,000</b>	<b>188,684</b>	<b>188,684</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>180,000</u></b>	<b><u>180,000</u></b>	<b><u>188,684</u></b>	<b><u>188,684</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	173,767	173,767	177,560	177,560
710105 Overtime	20,000	20,000	20,000	20,000
710106 Stand-by Pay	300	300	300	300
710110 Uniform Allowance	2,400	2,400	2,400	2,400
710200 Retirement	73,650	73,650	80,650	80,650
710300 Health Insurance	20,765	20,765	13,446	13,446
710400 Workers' Compensation Insurance	1,807	1,807	1,807	1,807
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>292,689</b>	<b>292,689</b>	<b>296,163</b>	<b>296,163</b>
SERVICES & SUPPLIES				
720300 Communications	1,800	1,800	1,800	1,800
720305 Microwave Radio Services	4,000	4,000	4,000	4,000
721300 Office Expense	2,000	2,000	2,000	2,000
721600 Rents and Leases - Equipment	35,000	35,000	35,000	35,000
721900 Special Departmental Expense	2,000	2,000	2,000	2,000
722000 Transportation & Travel	3,500	3,500	3,500	3,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>48,300</b>	<b>48,300</b>	<b>48,300</b>	<b>48,300</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>340,989</u></b>	<b><u>340,989</u></b>	<b><u>344,463</u></b>	<b><u>344,463</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>160,989</u></b>	<b><u>160,989</u></b>	<b><u>155,779</u></b>	<b><u>155,779</u></b>

**COMMENTS**

This budget implements the California Multi-jurisdictional Methamphetamine Enforcement Team (CAL-MMET) under Org Key 04071. The State program was created to provide additional funding to counties dealing with methamphetamine production and distribution problems. The Sheriff's Office was awarded these funds for the first time in Fiscal Year 2006-07, and has received subsequent awards each year. In 2011-12, California shifted funding from the General Fund to the State sales tax to finance this program. Under realignment, funds related to the CAL-MMET program must first be deposited in the Local Law Enforcement Fund prior to being transferred to the General Fund.

**ESTIMATED REVENUES**

**680200**      **Operating Transfers In** (\$188,684) is recommended based on the projected realignment funding available.

**SALARIES & EMPLOYEE BENEFITS**

**710102**      **Permanent Salaries** (\$177,560) are recommended increased \$3,793 based on the cost of recommended staffing.

**710105**      **Overtime** (\$20,000) is recommended unchanged based on current year expenditures to fund overtime work in this program. When assisting Cal-MMET project staff, additional Deputies are authorized to draw from this overtime source.

**710106**      **Standby & Night Premium** (\$300) is recommended unchanged based on staffing levels.

**710110**      **Uniform Allowance** (\$2,400) is recommended unchanged based on staffing levels.

**710200**      **Retirement** (\$80,650) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      **Health Insurance** (\$13,446) is based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$1,807) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

**SERVICES & SUPPLIES**

**720300**      **Communications** (\$1,800) is recommended unchanged based on current year expenses.



**SERVICES & SUPPLIES** (continued)

- 720305      **Microwave Radio Services** (\$4,000) is recommended unchanged for the program's contribution to the Internal Service Fund based on the number of radios in the CAL-MMET program which utilize the County's microwave radio network.
- 721300      **Office Expense** (\$2,000) is recommended unchanged for small equipment and consumable office supplies.
- 721600      **Rents and Leases – Equipment** (\$35,000) unchanged for mileage on rental of vehicles from Central Garage.
- 721900      **Special Departmental Expense** (\$2,000) is recommended unchanged based on current year experience.
- 722000      **Transportation & Travel** (\$3,500) is recommended unchanged to fund anticipated training costs.

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-CAL-MMET  
 PROGRAM (04071)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff-Basic P.O.S.T. or							
3412	Deputy Sheriff-Intermediate P.O.S.T.	2.0	-	2.0	-	-	-	
<b>TOTAL</b>		<u>2.0</u>	<u>-</u>	<u>2.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

NOTES:

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-JSTC ASSTNC  
 GRANT (04072)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 JAG Grant

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
657081 FED - JUSTICE ASST GRANT	58,000	58,000	58,000	58,000
TOTAL INTERGOVERNMENTAL REVENUE	<b>58,000</b>	<b>58,000</b>	<b>58,000</b>	<b>58,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>58,000</u></b>	<b><u>58,000</u></b>	<b><u>58,000</u></b>	<b><u>58,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721900 Special Departmental Expense	58,000	58,000	58,000	58,000
TOTAL SERVICES & SUPPLIES	<b>58,000</b>	<b>58,000</b>	<b>58,000</b>	<b>58,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>58,000</u></b>	<b><u>58,000</u></b>	<b><u>58,000</u></b>	<b><u>58,000</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## SHERIFF – JUSTICE ASSISTANCE GRANT

### COMMENTS

This budget funds the implementation of the Federal Justice Assistance Local Solicitation Grant Program (JAG) under Org Key 04072. The County of Madera has been a recipient of these funds, under various program names (LLEBG, etc.), since the early 1990s. JAG funds are administered by the United States Department of Justice (US DOJ) and are used to purchase specialty law enforcement equipment. These Federal funds augment purchases of tools and equipment made with General Fund dollars under the Sheriff's Main Budget (04010). The program has allowed for the provision of extraordinary equipment that might not be possible with limitations of County revenue. Specific small equipment items change from year-to-year.

The US DOJ JAG Local Solicitation Program does not require a General Fund cash match.

### ESTIMATED REVENUES

**657081**      **FED – JUSTICE ASST GRANT** (\$58,000) is recommended based on the projected available funding from the grant.

### SERVICES & SUPPLIES

**721900**      **Special Departmental Expense** (\$58,000) is recommended as per grant award for the purchase of equipment and operating supplies for the Sheriff's Office.

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SHERIFF-COURT SECURITY  
(04074)**  
Function: **Public Protection**  
Activity: **Police Protection**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	1,800,000	1,800,000	1,467,000	1,467,000
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>1,800,000</b>	<b>1,800,000</b>	<b>1,467,000</b>	<b>1,467,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>1,800,000</u></b>	<b><u>1,800,000</u></b>	<b><u>1,467,000</u></b>	<b><u>1,467,000</u></b>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,094,301	1,094,301	1,094,301	1,094,301
710103 Extra Help	3,000	3,000	3,000	3,000
710105 Overtime	15,600	15,600	15,600	15,600
710106 Stand-by Pay	3,200	3,200	3,200	3,200
710110 Uniform Allowance	13,500	13,500	13,500	13,500
710200 Retirement	463,811	463,811	502,049	502,049
710300 Health Insurance	129,377	129,377	139,399	139,399
710400 Workers' Compensation Insurance	29,035	29,035	29,035	29,035
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>1,751,824</b>	<b>1,751,824</b>	<b>1,800,084</b>	<b>1,800,084</b>
SERVICES & SUPPLIES				
720300 Communications	17,000	17,000	17,000	17,000
720305 Microwave Radio Services	18,000	18,000	18,000	18,000
720600 Insurance	1,862	1,862	1,862	1,862
721300 Office Expense	1,000	1,000	1,000	1,000
721601 Rents/Lse - Co Vehicle	25,000	25,000	25,000	25,000
721900 Special Departmental Expense	21,000	21,000	21,000	21,000
722000 Transportation & Travel	10,000	10,000	10,000	10,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>93,862</b>	<b>93,862</b>	<b>93,862</b>	<b>93,862</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>1,845,686</u></b>	<b><u>1,845,686</u></b>	<b><u>1,893,946</u></b>	<b><u>1,893,946</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>45,686</u></b>	<b><u>45,686</u></b>	<b><u>426,946</u></b>	<b><u>426,946</u></b>

## SHERIFF – COURT SECURITY

### COMMENTS

The Board approves expenditures for Court Security under Org Key 04074. In 2011-12, the State of California shifted Court Security funding from the State General Fund to Realignment Funds, and specified that State Sales Taxes would finance this program. The change increased the annual stability of these funds. In Fiscal Year 2015-16, the State increased local security funding due to the opening of a new, larger facility.

### ESTIMATED REVENUES

**680200**      Operating Transfers In (\$1,467,000) is recommended from the current fiscal year and reflects the projected realignment revenues carried over and to be received for providing court security services.

### SALARIES & EMPLOYEE BENEFITS

**710102**      Permanent Salaries (\$1,094,301) are recommended unchanged based on the recommended staffing level.

**710103**      Extra Help (\$3,000) is recommended unchanged to provide coverage in unique situations, or staffing shortages due to vacation/sick leave.

**710105**      Overtime (\$15,600) is recommended unchanged to reflect current year court security service needs of the courts.

**710106**      Premium Pay (\$3,200) is recommended unchanged based on current usage.

**710110**      Uniform Allowance (\$13,500) is recommended unchanged for uniform expense of safety employees.

**710200**      Retirement (\$502,049) is the County contribution to Social Security and the Public Employees' Retirement System for safety employees.

**710300**      Health Insurance (\$139,399) is based on the employer's share of health insurance premiums.

**710400**      Workers' Compensation (\$29,035) reflects Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

**720300**      Communications (\$17,000) is recommended unchanged to provide wireless internet services to the criminal court rooms and to equip court security staff and pay for costs associated with connectivity to the new courthouse.

## SHERIFF – COURT SECURITY

### SERVICES & SUPPLIES (continued)

- 720305**      **Microwave Radio Services** (\$18,000) is recommended unchanged for the program's contribution to the Internal Service Fund.
- 720600**      **Insurance** (\$1,862) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 721300**      **Office Expense** (\$1,000) is recommended unchanged based on current expenditures for general office supplies.
- 721600**      **Rents & Leases - Equipment** (\$25,000) is recommended unchanged for fleet mileage expense for the court vehicle.
- 721900**      **Special Departmental Expense** (\$21,000) is recommended unchanged to pay for small tools, equipment, and computer systems as needed. Safety Equipment is needed to equip additional court security staff. This account also funds new County information network equipment at State Courthouse.
- 722000**      **Transportation & Travel** (\$10,000) is recommended unchanged to provide for training and for private mileage reimbursement.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **SHERIFF-COURT SECURITY  
(04074)**  
Function: **Public Protection**  
Activity: **Police Protection**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff-Basic P.O.S.T. or							
3412	Deputy Sheriff-Intermediate P.O.S.T	11.0	-	11.0	-	-	-	
3327	Sheriff's Corporal	1.0	-	1.0	-	-	-	
3321	Sheriff's Sergeant	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>13.0</u>	<u>-</u>	<u>13.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

**NOTES:**



COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF- JAG BSCC 601-19  
 (04076)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
680200 Operating Transfers In	310,794	310,794	220,000	220,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>310,794</b>	<b>310,794</b>	<b>220,000</b>	<b>220,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>310,794</u></b>	<b><u>310,794</u></b>	<b><u>220,000</u></b>	<b><u>220,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	92,418	92,418	92,418	92,418
710105 Overtime	2,000	2,000	2,000	2,000
710110 Uniform Allowance	900	900	900	900
710200 Retirement	24,075	24,075	24,075	24,075
710300 Health Insurance	23,401	23,401	23,401	23,401
710400 Workers' Compensation Insurance	0	0	1,800	1,800
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>142,794</b>	<b>142,794</b>	<b>144,594</b>	<b>144,594</b>
SERVICES & SUPPLIES				
720300 Communications	0	0	1,000	1,000
721300 Office Expense	6,000	6,000	6,000	6,000
721400 Professional & Specialized Services	12,000	12,000	12,000	12,000
721601 Rents/Lse Co Vehicle		0	10,000	10,000
721900 Special Departmental Expense	70,000	70,000	70,000	70,000
722000 Transportation/Travel/Educ	10,000	10,000	10,000	10,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>98,000</b>	<b>98,000</b>	<b>109,000</b>	<b>109,000</b>
740300 Equipment	70,000	70,000	70,000	70,000
<b><u>TOTAL ESTIMATED EXPENDITURES</u></b>	<b><u>310,794</u></b>	<b><u>310,794</u></b>	<b><u>253,594</u></b>	<b><u>253,594</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>33,594</u></b>	<b><u>33,594</u></b>

**COMMENTS**

This budget funds a Human Trafficking Deputy Sheriff and operating expenses through a grant with Board of State Community Corrections. This is a 3-year grant that expires June 30, 2020. ORG 04076 was created and funded mid-year FY 2019-2020.

**ESTIMATED REVENUES**

**680200**      **OPERATING TRANSFERS IN** (\$220,000) is recommended unchanged and is based on the projected available realignment funding from the law enforcement services subaccount.

**SALARIES & EMPLOYEE BENEFITS**

**710102**      **Permanent Salaries** (\$92,418) are recommended unchanged based on the cost of recommended staff.

**710105**      **Overtime** (\$2,000) is recommended unchanged based on prior year expenditures.

**710110**      **Uniform Allowance** (\$900) is recommended unchanged to provide uniform expense payments to safety employees.

**710200**      **Retirement** (\$24,075) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      **Health Insurance** (\$23,401) is based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$1,800) reflects the program's contribution to the County's Self-Insurance Internal Service Fund.

**SERVICES & SUPPLIES**

**720300**      **Communications** (\$1,000) ) is recommended increased \$1,000 for cell phone and data charges.

**SERVICES & SUPPLIES (Cont'd)**

- 721300      **Office Expense** (\$6,000) is recommended for miscellaneous office supplies.
- 721400      **Professional & Specialized Services** (\$12,000) is recommended unchanged for grant evaluation services.
- 721601      **Rents/Lse Co Vehicle** (\$10,000) is recommended for fleet mileage expense.
- 721900      **Special Departmental Expense** (\$70,000) unchanged to pay for miscellaneous small tools and equipment.
- 722000      **Transportation/Travel/Education** (\$10,000) is recommended unchanged for reimbursement of travel expenses.

**FIXED ASSETS**

- 740300      **Equipment** (\$70,000) is recommended unchanged to purchase miscellaneous equipment with grant funds.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: SHERIFF-JAG BSCC 601-19  
(04076)  
Function: Public Protection  
Activity: Police Protection  
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3411	Deputy Sheriff-Basic P.O.S.T or							
3412	Deputy Sheriff-Intermediate P.O.S.T	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

**NOTES:**

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHRF-CaIOES  
 #2019-0035 (04077)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 SHSGP #2019-0035 Grant

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
657111 Federal Homeland Security Grant	232,629	232,629	238,480	238,480
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>232,629</b>	<b>232,629</b>	<b>238,480</b>	<b>238,480</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>232,629</u></b>	<b><u>232,629</u></b>	<b><u>238,480</u></b>	<b><u>238,480</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721306 Equipment<FA Limit	0	0	45,000	45,000
721400 Professional & Specialized Services	21,000	21,000	25,980	25,980
722000 Transportation & Travel	3,000	3,000	3,000	3,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>24,000</b>	<b>24,000</b>	<b>73,980</b>	<b>73,980</b>
FIXED ASSETS				
740300 Equipment	211,629	211,629	167,500	167,500
<b>TOTAL FIXED ASSETS</b>	<b>211,629</b>	<b>211,629</b>	<b>167,500</b>	<b>167,500</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>235,629</u></b>	<b><u>235,629</u></b>	<b><u>241,480</u></b>	<b><u>241,480</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>3,000</u></b>	<b><u>3,000</u></b>	<b><u>3,000</u></b>	<b><u>3,000</u></b>

**COMMENTS**

This budget implements State Homeland Security Grant #2019-0035 program under Org Key 04077. The Grant includes three-year funding for equipment, training, and services to enhance public agency response to terrorism. Funding for the program originates at the Federal level and is allocated to local agencies by the State. Funding for expenditures in this budget request have been approved and authorized by the State under the State Homeland Security Grant Program (SHSGP). Each year, SHSGP funds are appropriated by the regional Anti-Terrorism Task Force (ATTF). Under federal law, the authority to appropriate these funds resides with the ATTF and is mandated to include Directors of Public Safety and Public Health executives. The Sheriff, Fire/Police Chiefs, and Public Health Director serve on the Madera ATTF.

The SHSGP has no cash match. However, the County General Fund will have a direct cost of \$3,000 for travel-related costs for required program administration training, which cannot be expensed to this grant.

**ESTIMATED REVENUES**

**657111**      **FED – HOMELAND SECURITY GRANT** (\$238,480) is recommended based on the actual balance of the 2019 Homeland Security Grant.

**SERVICES & SUPPLIES**

**721306**      **Eqpt<FA Limit** (\$45,000) is recommended for purchase of first responder safety equipment. Specific items are approved by CalOES.

**721400**      **Professional and Specialized Services** (\$25,980) is recommended for purchase of first responder safety equipment. Specific items are approved by CalOES

**722000**      **Transportation and Travel** (\$3,000) is recommended to cover the cost of program administration training for administrative staff. This cost is covered by general fund dollars.

**FIXED ASSETS**

**740300**      **Fixed Assets-Equipment** (\$167,500) is recommended to cover fixed asset purchases approved by the Anti-Terrorism Task Force, and funded by CalOES under grant #2019-0035. Appropriation in FY 2020-21 is recommended.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: SHERIFF-OCJP NET  
 PROJECT (04090)  
 Function: Public Protection  
 Activity: Police Protection  
 Fund: General  
 Asset Forfeiture Trust

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
MISCELLANEOUS REVENUE				
673400 Misc Rev - TR Funds	89,000	89,000	89,000	89,000
673800 PY Cancel Warrants				
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>89,000</b>	<b>89,000</b>	<b>89,000</b>	<b>89,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>89,000</u></b>	<b><u>89,000</u></b>	<b><u>89,000</u></b>	<b><u>89,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720300 Communications	8,000	8,000	8,000	8,000
720500 Household Expenses	2,000	2,000	2,000	2,000
720800 Maintenance - Equipment	6,000	6,000	6,000	6,000
721300 Office Expense	5,000	5,000	5,000	5,000
721400 Professional & Specialized Services	10,000	10,000	10,000	10,000
721602 Rents & Leases - Other Equipment	25,000	25,000	25,000	25,000
721900 Special Departmental Expense	10,000	10,000	10,000	10,000
722000 Transportation & Travel	23,000	23,000	23,000	23,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>89,000</b>	<b>89,000</b>	<b>89,000</b>	<b>89,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>89,000</u></b>	<b><u>89,000</u></b>	<b><u>89,000</u></b>	<b><u>89,000</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## SHERIFF - OCJP NET PROJECT

### COMMENTS

On November 26, 1991, the Board of Supervisors established the Sheriff-OCJP NET Project under Org Key 04090. This budget unit is funded by asset forfeiture funds and provides revenue to support ongoing operational costs of the Narcotics Enforcement Team (NET). Trust Fund #6166 and #6167 are the revenue source for this program.

### ESTIMATED REVENUES

**673410**      **Misc Revenue – TR Funds** (\$89,000) is recommended unchanged from the current fiscal year and represents available funding from the asset forfeiture funds.

### SERVICES & SUPPLIES

**720300**      **Communications** (\$8,000) is recommended unchanged for NET communication expenses.

**720500**      **Household Expenses** (\$2,000) is recommended unchanged based on current fiscal year expenditures.

**720800**      **Maintenance - Equipment** (\$6,000) is recommended unchanged to provide for maintenance of radio, listening devices, and office equipment.

**721300**      **Office Expense** (\$5,000) is recommended unchanged for general office supplies.

**721400**      **Professional & Specialized Services** (\$10,000) is recommended unchanged to provide for title searches, appraisals, and subpoenas, and funding to reimburse the State for a portion of the Agent-in-Charge.

**721602**      **Rents & Leases - Other Equipment** (\$25,000) is recommended unchanged to pay copier/lease expenses. The account also provides funds for lease of radio repeaters and other small equipment.

**721900**      **Special Departmental Expense** (\$10,000) is recommended unchanged to provide special tools, equipment, and supplies. Funding in this account may be used for drug “buy money.”

**722000**      **Transportation & Travel** (\$23,000) is recommended unchanged to provide for technical training for new investigators.



COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DEPT. OF CORRECTIONS  
 (04610)  
 Function: Public Protection  
 Activity: Detention & Correction  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
651300 State - Mental Health	51,000	51,000	51,000	51,000
654000 State - Other	60,000	60,000	569,325	569,325
657000 Federal - Other	100,000	100,000	100,000	100,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>211,000</b>	<b>211,000</b>	<b>720,325</b>	<b>720,325</b>
CHARGES FOR CURRENT SERVICES				
662700 Other Charges for Services	35,000	35,000	35,000	35,000
662900 DLY Jail Cnfn Cost PC 1203.1c	159,000	159,000	159,000	159,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>194,000</b>	<b>194,000</b>	<b>194,000</b>	<b>194,000</b>
MISCELLANEOUS REVENUE				
673400 Misc Rev - TR Funds	100,000	100,000	100,000	100,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
OTHER FINANCING SOURCES				
680200 Operating Transfers In	2,320,000	2,320,000	3,358,359	3,358,359
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>2,320,000</b>	<b>2,320,000</b>	<b>3,358,359</b>	<b>3,358,359</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>2,825,000</u></b>	<b><u>2,825,000</u></b>	<b><u>4,372,684</u></b>	<b><u>4,372,684</u></b>

**EXPENDITURES:**

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	6,467,103	6,467,103	6,697,898	6,697,898
710105 Overtime	160,000	160,000	200,000	200,000
710106 Stand-by Pay	40,000	40,000	40,000	40,000
SALARIES & EMPLOYEE BENEFITS (continued)				
710110 Uniform Allowance	85,000	85,000	85,000	85,000
710200 Retirement	2,687,179	2,687,179	2,860,825	2,860,825
710300 Health Insurance	1,091,069	1,091,069	1,233,145	1,233,145
710400 Workers' Compensation Insurance	430,940	430,940	377,073	377,073

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **DEPT. OF CORRECTIONS  
(04610)**  
Function: **Public Protection**  
Activity: **Detention & Correction**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>10,961,291</b>	<b>10,961,291</b>	<b>11,493,941</b>	<b>11,493,941</b>
<b>SERVICES &amp; SUPPLIES</b>				
720200 Clothing & Personal Supplies	61,000	61,000	61,000	61,000
720300 Communications	15,000	15,000	15,000	15,000
720305 Microwave Radio Services	23,000	23,000	23,000	23,000
720500 Household Expense	108,580	108,580	108,580	108,580
720600 Insurance	247,250	247,250	284,135	284,135
720800 Maintenance - Equipment	200,000	200,000	200,000	200,000
721000 Medical, Dental & Lab Supplies	17,000	17,000	17,000	17,000
721100 Memberships	500	500	500	500
721300 Office Expense	30,000	30,000	30,000	30,000
721400 Professional & Specialized Services	66,908	66,908	66,908	66,908
721430 Prof. & Specialized - Inmate Medical Services	3,810,267	3,810,267	4,128,833	4,128,833
721431 Prof. & Specialized - Food Services	1,196,747	1,196,747	1,196,747	1,196,747
721601 Rents & Leases - County Vehicle	79,300	79,300	79,300	79,300
721602 Rents & Leases - Other Equipment	65,000	65,000	60,000	60,000
721800 Small Tools & Instruments	200	200	200	200
721900 Special Departmental Expense	28,500	28,500	20,000	20,000
722000 Transportation & Travel/Education	40,000	40,000	35,000	35,000
722001 Transportation - Prisoners	10,000	10,000	5,000	5,000
722100 Utilities	319,500	319,500	325,000	325,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>6,318,752</b>	<b>6,318,752</b>	<b>6,656,203</b>	<b>6,656,203</b>
<b>OTHER CHARGES</b>				
730115 Support & Care of Persons	5,000	5,000	0	0
731305 Contributions to Other Agencies	41,439	41,439	41,439	41,439
770000 Intra Fund Expense	1,000	1,000	0	0
<b>TOTAL OTHER CHARGES</b>	<b>47,439</b>	<b>47,439</b>	<b>41,439</b>	<b>41,439</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>17,327,482</u></b>	<b><u>17,327,482</u></b>	<b><u>18,191,583</u></b>	<b><u>18,191,583</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>14,502,482</u></b>	<b><u>14,502,482</u></b>	<b><u>13,818,899</u></b>	<b><u>13,818,899</u></b>

**DEPARTMENT OF CORRECTIONS**

**COMMENTS**

The Department of Corrections operates the County Jail and provides custody of persons awaiting trial under sentence from the Superior Court; awaiting transfer to another jurisdiction, State prison or institution; or sentencing to both local and State time in the County facility. In October of 2011, Assembly Bill 109 went into effect. The Average Daily Inmate Population (ADP) for FY 2011-12 went up to 395. Based on the fluctuation of inmate population since the implementation of AB 109 and Propositions 47 and 57, an ADP of 495 for FY 2020 - 2021 is projected. Costs and staffing levels in this budget are reflective of maintaining a high ADP.

In 2010, Madera County received a \$30 Million dollar award through Assembly Bill 900 (Phase I) to construct two housing units consisting of 144-beds, central plant, administration and training facility, and renovation of existing housing units and facility security systems. This project was completed at the end of 2013. In 2012, Madera County received a \$3 Million dollar award through Assembly Bill 900 (Phase II) to construct a Jail kitchen, commissary and maintenance building. This project was started in January 2015 and was completed June 2016. On February 16, 2017, Madera County was approved for a \$19 Million dollar award through Assembly Bill 1022 the Adult Criminal Justice Facilities Construction (Phase III). The new construction project is anticipated to begin April 2020 with an anticipated completion date of 2023.

Assembly Bill 109 legislation and prison realignment continues to impact Jail operations, specifically inmate population management and classification issues. With this, the number of inmate assaults on other inmates and staff has increased as more dangerous and highly sophisticated State inmates are kept in the facility. The Average Length of Stay (ALS) continues to increase as more inmates who would have been sentenced to a State facility are sentenced to time in the County jail. Currently, Madera County has an inmate in custody who has received a ten (10) year local sentence. AB 109 is expected to continue to impact Madera County and other county jails for many years to come. However, some relief to inmate population has been seen, and the Department hopes that, through inmate programs and collaborative efforts with other local agencies and services, the recidivism rate can be reduced. However, through inmate programs and collaborative efforts with our local community partnerships, we continue to see the recidivism rates decrease for those inmates who participate in our evidence based and cognitive-behavioral programs including vocational courses provided here at Madera County Department of Corrections.

In March 2020 the Madera County Department of Corrections began working in partnership with the Madera County Office of Emergency Services (OES), Public Health as well as State and Federal authorities to mitigate the spread of the COVID-19 virus within the jail, as well as outside the walls of the jail and into the community. A substantial dedication of staff and resources has been required to meet state and federal guidelines.

**WORKLOAD**

	<b><u>Actual 2018-19</u></b>	<b><u>Estimated 2019-20</u></b>	<b><u>Projected 2020-21</u></b>
Average Daily Inmate Population	491	484	495
Bookings	5400	4921	5475

## DEPARTMENT OF CORRECTIONS

### ESTIMATED REVENUES

- 651300**      **State – Mental Health** (\$51,000) is unchanged and reflects projected Jail Mental Health Realignment revenues for the budget year.
- 654000**      **State – Other** (\$569,325) reflects an increase of \$509,325 from the current fiscal year due to an estimated increase through the state budget legislation for POST/STC training reimbursements from the State and CDCR reimbursement for holding CDCR inmates during the ongoing jail intake pause.
- 657000**      **Federal – Other** (\$100,000) is unchanged from the current fiscal year and reflects the projected revenues from the State Criminal Alien Assistance Program (SCAAP).
- 662700**      **Other Charges for Services** (\$35,000) is unchanged from the current fiscal year due to the decrease of community service participation by the courts from the current fiscal year based on projected community service fees to be collected in the budget year.
- 662900**      **Daily Jail Incarceration Fee PC 1203.1c** (\$159,000) is unchanged from the current fiscal year based on projected jail incarceration fees to be collected in the budget year.
- 673400**      **Misc. Revenue TR Funds** (\$100,000) is unchanged from the current fiscal year and reflects the projected transfers from the Jail Inmate Trust.
- 680200**      **Operating Transfers In** (\$3,358,359) reflects a recommended increase of \$1,038,359 from the current fiscal year and reflects projected revenues from AB 109 (\$1,900,000) and Prop 69 (\$200,000) and projected booking fees (\$100,000) for FY 2020-21 and reimbursement from the Federal Coronavirus Aid, Relief, and Economic Security “CARES” Act (1,158,359).

### SALARIES & EMPLOYEE BENEFITS

- 710102**      **Permanent Salaries** (\$6,697,898) reflects a recommended increase of \$230,795 from the current fiscal year based on the projected costs of the recommended staff allocations. In order to achieve the targeted budget reductions, the appropriations reflects a 4.2% salary savings that the department is projected to achieve by managing vacancies and recruitments.

## DEPARTMENT OF CORRECTIONS

### **SALARIES & EMPLOYEE BENEFITS (continued)**

**710105**      **Overtime** (\$200,000) reflects a recommended increase of \$40,000 from the current fiscal year based on vacant positions, a percentage of which is offset by STC 924 training reimbursements. Overtime is strictly monitored, controlled and used to maintain minimum staffing levels mainly in the custody and transportation divisions and to backfill for those attending training to meet State training mandates noted below. It is also used to cover the critical workload while vacant funded positions are being recruited.

**Note:** Correctional Officers who are injured while on duty and go on extended leave (CIDS-up to one (1) year per incident) receive full salary and benefit payments from the Department of Corrections budget. While on leave, and only when absolutely necessary, these positions are backfilled with overtime.

Correctional Officers are required to attend 24-hours of ongoing training during the fiscal year. New Correctional Officers are required to attend the Core STC Academy (187 hours) an increase of (11 hours) based on new state regulations, within their first year of employment along with PC 832 training, Laws of Arrest and Use of Deadly Force (64 hours). This training is reimbursed by the State through STC funds, which is used to offset the overtime incurred for coverage while the officers are at training. Training reimbursement received in the STC account will reimburse the increase in overtime.

**710106**      **Standby & Night Premium** (\$40,000) is recommended unchanged from the current fiscal year based on the anticipated number of officers to be hired in Fiscal Year 2020-21. This category funds the premium paid to personnel working either of the two shifts which fall under the guidelines of section 18.00.00 of the Memorandum of Understanding for Correctional Officer and Clerical bargaining units.

**710110**      **Uniform Allowance** (\$85,000) is recommended unchanged from the current fiscal year. This category funds the uniform allowance of \$75 per officer monthly as per Section 15.00.00 of the Memorandum of Understanding for the Correctional Officer bargaining unit.

**710200**      **Retirement** (\$2,860,825) reflects a recommended increase of \$173,646 from the current fiscal year. This reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      **Health Insurance** (\$1,233,145) reflects a recommended increase of \$142,076 from the current fiscal year based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$377,073) is recommended unchanged from the current fiscal year based on the Department's contribution to the County's Self-Insurance Internal Service Fund.

## DEPARTMENT OF CORRECTIONS

### SERVICES & SUPPLIES

- 720200**      **Clothing & Personal Supplies** (\$61,000) is recommended unchanged from the current fiscal year based on projected inmate population for FY 2020-21, for clothing replacement (colored shirts and trousers, socks, work boots, coats, underwear, shoes, court-ordered clothing, bedding, etc.) Also, this account funds required health and welfare items such as: feminine hygiene, inmate haircuts, inmate welfare packets (toothbrush, tooth paste, writing paper, etc.).
- 720300**      **Communications** (\$15,000) is recommended unchanged from the current fiscal year based on addition of phone lines, telephone service charges, relocation, replacement, fax line and cellular telephone charges for Command, Transport, and CSU staff. The California Law Enforcement Teletype System (CLETS) and Cogent Fingerprint line rentals are paid from this account.
- 720305**      **Microwave Radio Services** (\$23,000) is recommended unchanged from the current fiscal year for the Department's contribution to the Internal Service Funds based on the number of radios utilizing the County's microwave radio network and per costs provided by Information Technology.
- 720500**      **Household Expense** (\$108,580) is recommended unchanged from the current fiscal year to meet the needs and continue with the maintenance of facility needs that include:
- A. Disinfecting cleaners and supplies for staff areas and inmate housing units.
  - B. Replacement bedding, mattresses, pillows, sheets, blankets, pillowcases, mattress covers and towels.
  - C. Household supplies, toilet paper, paper towels, laundry soap, bleach, floor wax, floor stripper, polishing/buffing disks, mops, handle and head replacement, mop buckets, wringers, stainless steel cleaner, brooms, garbage cans, plastic can liners, waste baskets, floor safety matting, toilet bowl brushes, etc.
  - D. Refuse disposal service (approximately \$30,508 annually).
- 720600**      **Insurance** (\$284,135) is recommended unchanged from the current fiscal year for the Department's contribution to the County's Self-Insured Liability Program (\$168,195) and also includes an appropriation (approximately \$120,000) to pay the annual premium for the County's Catastrophic Inmate Medical Insurance plan.
- 720800**      **Maintenance - Equipment** (\$200,000) is recommended unchanged from the current fiscal year for maintenance or repair of California Law Enforcement Teletype System (CLETS), Identification (ID) cameras, laminator, digital recorders, fire alarm, check writer, fire extinguishers, video equipment, vehicles, firearms, computer equipment, two-way radios, module and cell intercoms, and washers and dryers, the MCDC Security System through Total Technology Solutions and CML contractual anticipation and the Jail Management System server and support. This cost will no longer be reimbursed through the Technology Grant through the Securus contract, MCC# 9842-C-2013.

DEPARTMENT OF CORRECTIONS

**SERVICES & SUPPLIES** (continued)

- 721000**      **Medical, Dental & Laboratory Supplies** (\$17,000) is recommended unchanged from the current fiscal year. These funds are used to replenish miscellaneous non-prescription medical supplies such as band-aids, elastic bandages, tongue depressors, first aid kits, paper masks, and special heavy-quilted modesty garments for inmates housed in safety cells. In addition, this account funds the purchase of latex gloves which are necessary to prevent the spread of MRSA, H1N1, COVID-19 and other contagious diseases. Correctional staff uses latex gloves when searching inmates going to and coming from court, housing units, and when handling dirty or contaminated inmate clothing and bedding. Latex gloves are also utilized for the collection of required DNA swab samples from all felony inmates.
- 721100**      **Memberships** (\$500) is recommended unchanged from the current fiscal year for memberships in Central California Jail Manager’s Association, California Jail Programs Association (CJPA), California Law Enforcement Association of Records Supervisors (CLEARs), Central California Training Officer’s Association (CCTOA), California State Sheriff’s Association (CSSA), Fresno Madera Chiefs Association, Fresno Peace Officer’s Gun Range, Prison Gang Task Force (PGTF), Computerized C.L.E.T.S. Users Group (CCUG), California Gang Investigator’s Association (CGIA), and National Tactical Officer’s Association (NTOA), CCJWSA (California Criminal Justice Warrant Services Association), American Jail Association (AJA), California Association of Hostage Negotiators (CAHN).
- 721300**      **Office Expense** (\$30,000) is recommended unchanged from the current fiscal year. These funds are used to replenish miscellaneous non-prescription medical supplies such as from the current fiscal year for all general office supplies, copy paper, and a number of various forms. This account also provides for computer equipment and minor office equipment purchases and toner.
- 721400**      **Professional & Specialized Services** (\$66,908) is recommended unchanged from the current fiscal year. These funds are used to replenish miscellaneous non-prescription medical supplies such as from the current fiscal year to support rates and quantity of service for the following:
- \$33,408      **Private Security Guard Service**: To guard inmates housed in the hospital, which is more economical than using Correctional Officers. Costs for this service are difficult to project as it is determined by the number of inmates needing hospital care and their length of stay there.
  - \$2,000      **Drug Screening**: For in-custody inmates and inmates participating in supervised release and county parole programs. Also screening for inmates suspected of being under the influence of narcotics and/or engaged in importation of drugs into the facility.

DEPARTMENT OF CORRECTIONS

**SERVICES & SUPPLIES** (continued)

**721400**      **Professional & Specialized Services** (continued)

\$7,500      Psychological Examinations: As required by state law for all Correctional Officer applicants. An estimated 20 examinations will be given in Fiscal Year 2020-21.

\$10,000      Polygraph Examinations: Administered to all Correctional Officer applicants. An estimated 50 examinations will be given in Fiscal Year 2020-21. Per agreement with paleographer, the department is responsible for no shows at \$75 each.

\$12,000      Background Investigations: Conducted on all Correctional Officer applicants. An estimated 18 examinations will be conducted in Fiscal Year 2020-21.

\$2,000      Justice Benefits Inc.: Prepares and assists DOC staff with Federal revenue enhancement activities related to State Criminal Alien Assistance Program (SCAAP) receiving 9% up to awards of \$89,921; and 18% on any amount over that.

**721430**      **Inmate Medical Services** (\$4,128,833) reflects a recommended increase of \$318,566 from the current fiscal year per contract agreement. (which includes \$5,000 for the aggregate HIV payment). The department contracts with California Forensic Medical Group, Inc. for medical, dental and mental health services at an average base monthly cost of \$344,060.

**721431**      **Inmate Food Services** (\$1,196,747) is recommended unchanged from the current fiscal year due to current and projected inmate population as impacted by AB 109 and Proposition 47; an estimated increase in number of meals for Fiscal Year 2020-21 including 8.25% sales tax and anticipated CPI of 3.5% (CPI-Food Away from Home, all Urban U.S. City Average).

**721601**      **Rents and Leases – County Vehicles** (\$79,300) is recommended unchanged from the current fiscal year for travel to out of county facilities and funds the department’s transportation of prisoners to and from those in-county and out-of-county facilities, to include medical appointments, court, etc. For FY 2020-21 it is estimated annual mileage will be 107,692 miles @ 0.65 plus fuel and oil. The department continues to utilize TOPIC (Transportation of Prisoners in Cooperation) which has helped reduce transportation costs.



## DEPARTMENT OF CORRECTIONS

### SERVICES & SUPPLIES (continued)

- 721602**      **Rents and Leases – Other Equipment** (\$60,000) reflects a recommended decrease of \$5,000 from the current fiscal year for department's lease of copiers, desktop computers, command staff tablets and other necessary technology equipment rentals to include Interactive White Boards.
- 721800**      **Small Tools & Instruments** (\$200) is recommended unchanged for paint brushes, paint rollers, sandpaper, replacement of small hand tools, ladders, cleaning tools for weapons, screwdrivers, pliers, miscellaneous tools used in security searches. The department has undertaken a program to repair and paint inmate housing areas due to wear and tear in the facility.
- 721900**      **Special Departmental Expense** (\$20,000) reflects a recommended decrease of \$8,500 from the current fiscal year for recruitment information, downloading in-custody audio evidence and DVD costs for downloading in-custody video evidence, including inmate assaults and other criminal activity; equipment related to the gathering of crime scene evidence; critical incident and inmate photos; flash drives for storing investigative data and training material. This account also provides for small equipment, badges, shoulder patches, belly chains, leg irons, handcuffs, replacement of broken restraint equipment, new and/or replacement flashlights, hand held two-way radio battery packs and microphones, identification supplies, flashlight batteries, security key blanks, chemical agents, ammunition for firearms qualification, stands, targets, range fees, gun cleaning supplies, ear plugs, tape, shooting glasses.
- 722000**      **Transportation and Travel** (\$35,000) reflects a recommended decrease of \$5,000 from the current fiscal year to cover the training costs for newly promoted Corporals and Sergeant's Supervisory Core Academy costs and increased costs of required Academy ammunition. Management and supervisory staff attend out-of-county professional meetings that are offered or sponsored by the State of California's Board of State and Community Corrections, as well as the Central California Jail Manager's Association, California State Sheriff's Association, Fresno/Madera Chief's Association, California Jail Programs Association and Central California Training Officer's Association.

All new Correctional Officers must attend a Basic Core Correctional Officer Academy within their first year of employment. The cost for this training is (\$900) per student. This includes registration/tuition, per diem, physical training equipment, clothing, etc.

It is anticipated ten (10) new Correctional Officers will attend this training in 2020-21. The majority of training related costs are offset by STC revenues. Along with the Basic Core Academy, new Correctional Officers must also receive PC 832 training within their first year of employment. It is anticipated twelve (12) new Correctional Officers will attend Basic Core and PC 832 in 2020-21. The cost of this training is approximately \$300 per student, and includes tuition, materials and the 500 rounds of ammunition that each student is required to have.

## DEPARTMENT OF CORRECTIONS

### SERVICES & SUPPLIES (continued)

- 722001**      **Transportation - Prisoners** (\$5,000) reflects a recommended decrease of \$5,000 from the current fiscal year. The transportation unit moves sentenced inmates to the primary reception center at North Kern State Prison in the southern Central Valley, occasionally DVI located in Tracy in the northern Central Valley, Patton and C.R.C located in San Bernardino, Metro and CIW in Los Angeles County, and Atascadero State Hospital in San Luis Obispo County. DOC transportation has also been impacted by the reduction of assistance from Los Angeles County transportation. This account funds per diem costs associated with this out-of-county travel.
- 722100**      **Utilities** (\$325,000) reflects a recommended increase of \$5,500 from the current fiscal year to cover the cost of services for Madera County Department of Corrections PG&E Solar True-Up based on projected gas, electricity, sewer, water and disposal services.

### OTHER CHARGES

- 731305**      **Contributions to Other Agencies** (\$41,439) is recommended unchanged from the current fiscal year for contributions made to the Jail Chaplaincy Program. This funding is provided from the (IWF) Inmate Welfare Fund.

**Note:** All services and supplies budget appropriations are based on a projected ADP of 495 inmates for Fiscal Year 2020-21. Contract rates are based on escalation clauses and agreed to capital increases.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **DEPT. OF CORRECTIONS  
(04610)**  
Function: **Public Protection**  
Activity: **Detention & Correction**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I or							
3354	Accounting Technician II	2.0	-	2.0	-	-	-	
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
3131	Assistant Corrections Director	1.0	-	1.0	-	-	-	
3823	Building Crafts & Maintenance Worker I							
3822	Building Crafts & Maintenance Worker II	1.0	-	1.0	-	-	-	
3433	Correctional Corporal	10.0	-	9.0	-	1.0	-	A
3255	Correctional Lieutenant	2.0	-	2.0	-	-	-	
3431	Correctional Officer I or							
3432	Correctional Officer II	76.0	7.0	76.0	7.0	-	-	
3659	Correctional Records Specialist I or							
3660	Correctional Records Specialist II	6.0	1.0	6.0	1.0	-	-	
3325	Correctional Sergeant	7.0	-	7.0	-	-	-	
2131	Corrections Director	1.0	-	1.0	-	-	-	
3351	Personnel Technician I or							
3352	Personnel Technician II	2.0	-	2.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II	5.0	-	5.0	-	-	-	
3377	Business Systems Information Analyst	-	-	1.0	-	(1.0)	-	A
<b>TOTAL</b>		<b>114.0</b>	<b>8.0</b>	<b>114.0</b>	<b>8.0</b>	<b>-</b>	<b>-</b>	

**NOTES:**

A Reclass one (1) Correctional Corporal position to Business Information Systems Analyst based on the needs of the department

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DOC CITIZENS OPN  
 PUB SAFETY (04630)  
 Function: Public Protection  
 Activity: Detention & Correction  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	55,000	55,000	55,000	55,000
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>55,000</b>	<b>55,000</b>	<b>55,000</b>	<b>55,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>55,000</u></b>	<b><u>55,000</u></b>	<b><u>55,000</u></b>	<b><u>55,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720800 Maintenance - Equipment	20,000	20,000	20,000	20,000
721900 Special Departmental Expense	35,000	35,000	35,000	35,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>55,000</b>	<b>55,000</b>	<b>55,000</b>	<b>55,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>55,000</u></b>	<b><u>55,000</u></b>	<b><u>55,000</u></b>	<b><u>55,000</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## DEPARTMENT OF CORRECTIONS Citizens Opn Public Safety

### COMMENTS

The Citizens Option for Public Safety (COPS) Program was originally adopted in AB3229 (Brulte) 1996 with funding from the State General Fund. COPS provides funding for front-line law enforcement (city police, county sheriffs, and police protection districts); county jails; district attorneys for prosecution; and local juvenile justice programs.

### ESTIMATED REVENUES

**680200**      **Operating Transfers In** (\$55,000) is recommended to remain the same as the current fiscal year from DOC Citizens OPN Pub Safety (04630).

### SERVICES & SUPPLIES

**720800**      **Maintenance - Equipment** (\$20,000) is recommended to remain the same as the current fiscal year for repair and replacement of Identification (ID) cameras, laminator, digital records, fire alarm, check writer, fire extinguishers, video equipment, vehicles, firearms, computer equipment, two-way radios and other miscellaneous departmental officer equipment.

**721300**      **Office Expense** (\$0) is recommended unfunded.

**721602**      **Rents and Leases – Other Equipment** (\$0) is recommended unfunded.

**721900**      **Special Departmental Expense** (\$35,000) is recommended to remain the same as the current fiscal year. This account also provides for small equipment, badges, shoulder patches, belly chains, leg irons, handcuffs, replacement of broken restraint equipment, new and/or replacement flashlights, hand-held two-way radio battery packs and microphones, identification supplies, flashlight batteries, security key blanks, chemical agents, ammunition for firearms qualification, stands, targets, range fees, gun cleaning supplies, ear plugs, tape, shooting glasses and body armor.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: JUVENILE HALL  
 (04720)  
 Function: Public Protection  
 Activity: Detention & Correction  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
FINES, FORFEITURES & PENALTIES				
630200 Other Court Fines	43,250	43,250	5,000	5,000
<b>TOTAL FINES, FORFEITURES &amp; PENALTIES</b>	<b>43,250</b>	<b>43,250</b>	<b>5,000</b>	<b>5,000</b>
INTERGOVERNMENTAL REVENUE				
657013 FED - CH FOOD PROG JUV HALL	85,000	85,000	85,000	85,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>
CHARGES FOR CURRENT SERVICES				
662303 JUV HALL MAINT	1,000	1,000	0	0
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>0</b>
OTHER FINANCING SOURCES				
680200 Operating Financing Sources	0	0	802,540	802,540
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>0</b>	<b>0</b>	<b>802,540</b>	<b>802,540</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>129,250</u></b>	<b><u>129,250</u></b>	<b><u>892,540</u></b>	<b><u>892,540</u></b>

**EXPENDITURES:**

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	2,316,511	2,316,511	2,364,848	2,364,848
710103 Extra Help	233,735	233,735	237,991	237,991
710105 Overtime	150,000	150,000	175,000	175,000
710106 Stand-by Pay	8,500	8,500	8,500	8,500

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **JUVENILE HALL  
(04720)**  
Function: **Public Protection**  
Activity: **Detention & Correction**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b>SALARIES &amp; EMPLOYEE BENEFITS (continued)</b>				
710107 Bilingual Pay	1,440	1,440	1,440	1,440
710110 Uniform Allowance	28,800	28,800	28,800	28,800
710200 Retirement	1,005,965	1,005,965	1,114,676	1,114,676
710300 Health Insurance	385,439	385,439	416,187	416,187
710400 Workers' Compensation Insurance	233,441	233,441	204,261	204,261
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>4,363,831</b>	<b>4,363,831</b>	<b>4,551,702</b>	<b>4,551,702</b>
<b>SERVICES &amp; SUPPLIES</b>				
720200 Clothing & Personal Supplies	20,000	20,000	20,000	20,000
720300 Communications	2,000	2,000	2,800	2,800
720500 Household Expense	40,000	40,000	42,000	42,000
720600 Insurance	2,618	2,618	2,975	2,975
720800 Maintenance - Equipment	10,500	10,500	7,000	7,000
720900 Maintenance - Structures & Grounds	1,000	1,000	1,000	1,000
721100 Memberships	35	35	35	35
721300 Office Expense	5,000	5,000	5,000	5,000
721400 Professional & Specialized Services	802,626	802,626	812,726	812,726
721600 Rents & Leases - Equipment	6,800	6,800	7,000	7,000
721800 Small Tools & Instruments	100	100	0	0
721900 Special Departmental Expense	10,000	10,000	10,000	10,000
722000 Transportation & Travel	4,000	4,000	4,000	4,000
722100 Utilities	15,000	15,000	30,000	30,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>919,679</b>	<b>919,679</b>	<b>944,536</b>	<b>944,536</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>5,283,510</u></b>	<b><u>5,283,510</u></b>	<b><u>5,496,238</u></b>	<b><u>5,496,238</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>5,154,260</u></b>	<b><u>5,154,260</u></b>	<b><u>4,603,698</u></b>	<b><u>4,603,698</u></b>



## JUVENILE DETENTION FACILITY

### COMMENTS

The Madera County Juvenile Detention Facility is a place of detention for juvenile offenders taken into custody under the provisions of Section 602 of the Welfare & Institutions Code and Juvenile Court Law. Juveniles are detained for their protection or the protection of the community, and/or pending final disposition of their cases. In October 2009, the Juvenile Correctional Camp program, formerly a stand alone budget (04770) and facility operation, was merged into the Juvenile Hall to reduce the FY 2009-10 Probation budget. The Correctional Camp program, now known as Correctional Academy program, was reduced from 64 beds to 30 beds, and the Juvenile Hall was reduced from 70 to 40 beds, resulting in a net loss of 30 detention beds to house juvenile offenders. Furthermore, in FY 2010-11, an artificial cap was placed on the juvenile detention program by closing down a ten-bed Administrative Segregation (Ad-Seg) housing unit. The Ad-Seg unit, now known as a Separation Unit or Unit 3, is operated only as needed and may be staffed in part by the scheduling of extra help officers.

### ESTIMATED REVENUES

- 630200**      **Welfare & Institution Codes 903 & 904** (\$5,000) is recommended decreased by \$38,250 as State law changed where parents are no longer responsible for juvenile in custody fees.
- 657013**      **Federal - Child Food Program** (\$85,000) is recommended unchanged from the current fiscal year based on the Department's receipt of funds from the Federal Child Food Program.
- 662303**      **Juvenile Hall Maintenance** (\$0) is recommend decreased \$1,000 from the current fiscal year. There is no anticipated revenue.
- 680200**      **Operating Financing Sources** (\$802,540) is recommend increased \$802,540 from the current fiscal year.

### SALARIES & EMPLOYEE BENEFITS

- 710102**      **Permanent Salaries** (\$2,364,848) is recommended increased \$48,337 based on recommended staffing levels. Five (5) line staff positions remain unfunded.
- 710103**      **Extra Help** (\$237,991) is recommended increased \$4,256 for extra help staff. Extra help staff are not paid unless they report for duty and do not receive vacation or sick leave accruals. These officers backfill vacant posts when full-time staff do not report for duty for reasons which include: training, vacation, sick leave, FMLA, Workers' Comp, maternity leave, etc. Extra help staff also help staff the Youth Separation housing unit when there is a need. This unit is utilized to deal with youth who need to be isolated because they pose physical harm to themselves or others, have behavioral issues, commit vandalism, or are assaultive. Staffing the Separation Unit with full-time staff would require funding a minimum of four additional unfunded Juvenile Detention Officer positions.

## JUVENILE DETENTION FACILITY

### **SALARIES & EMPLOYEE BENEFITS (continued)**

- 710105** **Overtime** (\$175,000) is recommended increased \$25,000 for overtime costs that are necessary for a 24/7 detention facility. Overtime is utilized when officers are required to come in early or work past their shift during staffing shortages, which is a common occurrence in the institution. All 41 FTE officers are mandated to attend a minimum of 24 to 40 hours per fiscal year outside of their normal work shift. Over 50 major additions to CCR Title 15, Juvenile Institutional Regulations, requires additional on-going training for officers on their regular days off. Additionally, the officers who work full-time 12-hour shifts are eight hours of overtime during a four week pay period. Ultimately, 12-hour shifts reduce payroll because these shifts require fewer staff than a traditional 8 or 10 hour work day would require, thus reducing retirement, health benefits and other payroll costs.
- 710106** **Standby & Night Premium** (\$8,500) is recommended unchanged.
- 710107** **Bilingual Pay** (\$1,440) is recommended unchanged.
- 710110** **Uniform Allowance** (\$28,800) is recommended unchanged.
- 710200** **Retirement** (\$1,114,676) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$416,187) is based on the County's anticipated contribution for employee health care costs.
- 710400** **Workers' Compensation** (\$204,261) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### **SERVICES & SUPPLIES**

- 720200** **Clothing & Personal Supplies** (\$20,000) is recommended unchanged to cover the clothing and personal hygiene costs of the juvenile inmates. Due to new State regulations, every booking now receives new undergarments.
- 720300** **Communications** (\$2,800) is recommended increased by \$800 for telephone cost of this Department, including the monthly cost for the Live-Scan digital fingerprinting system.
- 720500** **Household Expense** (\$42,000) is recommended increased by \$2,000 based on current need for garbage pickup and items such as latex gloves, bedding, mattresses, janitorial supplies, and laundry service.

## JUVENILE DETENTION FACILITY

### SERVICES & SUPPLIES (continued)

- 720600**      **Insurance** (\$2,975) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$7,000) is recommended reduced \$3,500 for maintenance of numerous security cameras, electronics, security locks, and machinery in the facility. The facility was built in 2001 and repairs have increased over the past couple of years. Such repairs are unavoidable and routine maintenance in operating a Juvenile Detention Facility. Any major repairs or machinery replacement will need to be covered by the maintenance department budget.
- 720900**      **Maintenance - Structures and Grounds** (\$1,000) is recommended unchanged for paint and supplies to cover up graffiti vandalism and other routine painting and minor landscaping.
- 721100**      **Memberships** (\$35) is recommended unchanged for the Deputy Chief's membership to the California Association of Probation Institution Administrators (CAPIA).
- 721300**      **Office Expense** (\$5,000) is recommended unchanged to purchase necessary items including computers, printers, furniture, law books, and general office supplies.
- 721400**      **Professional & Specialized Services** (\$812,726) is recommended increased \$10,100 to cover annual medical and food contract increases. This account also includes funding for electronic monitoring (house arrest), private security, background investigations, psychological evaluations on prospective employees and annual inspections as required by Title 15 Regulations.
- 721600**      **Rents & Leases - Equipment** (\$7,000) is recommended increased \$200 for the rental of vehicles from Central Garage and copy machine lease.
- 721800**      **Small Tools & Instruments** (\$0) is recommended reduced \$100 as there is no anticipated costs this FY for keys, locks and small tools used in the Facility.
- 721900**      **Special Departmental Expense** (\$10,000) is recommended unchanged for the purchase of radios, batteries, safety equipment, riot gear, handcuffs, waist chains, pepper spray and other items.
- 722000**      **Transportation & Travel** (\$4,000) is recommended unchanged for registration fees of mandated training.
- 722100**      **Utilities** (\$30,000) is recommended increased \$15,000 based on past two years average of utility costs.

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: JUVENILE HALL  
 (04720)  
 Function: Public Protection  
 Activity: Detention & Correction  
 Fund: General

JCN	CLASSIFICATION	2019-20 Authorized Positions		2020-21 Proposed Positions		Y-O-Y Changes in Positions		Notes
		Funded	Unfunded	Funded	Unfunded	Funded	Unfunded	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	0.8		1.0		0.2		A
3104	Deputy Chief Probation Officer	1.0	-	1.0	-	-	-	
3461	Juvenile Detention Officer I or							
3462	Juvenile Detention Officer II	28.0	4.0	28.0	4.0	-	-	
3463	Juvenile Detention Officer III	6.0	-	6.0	-	-	-	
3258	Juvenile Detention Officer Supervisor	4.0	-	4.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<b>40.8</b>	<b>4.0</b>	<b>41.0</b>	<b>4.0</b>	<b>0.2</b>	<b>-</b>	

**NOTES:**

A 0.2 FTE Administrative Analyst moved from JJCPA (04785) to make whole in 04720

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: PROBATION  
 (04710)  
 Function: Public Protection  
 Activity: Detention & Correction  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
FINES, FORFEITURES & PENALTIES				
630306 RESTITUTION FINE REBATE 10%	20,000	20,000	25,000	25,000
<b>TOTAL FINES, FORFEITURES &amp; PENALTIES</b>	<b>20,000</b>	<b>20,000</b>	<b>25,000</b>	<b>25,000</b>
INTERGOVERNMENTAL REVENUE				
652503 ST - PRISON CRIMES REIMB	60,000	60,000	140,000	140,000
652505 ST - C J S S REALIGNMENT	750,000	750,000	750,000	750,000
652507 ST - TANF GRANT-PROBATION	575,000	575,000	575,000	575,000
654007 ST - CORR TRAINING SB 924	40,000	40,000	40,000	40,000
655209 FED - MEDI CAL ADM/TRGT CS MGM	35,000	35,000	35,000	35,000
657016 FED - PROBATION IVE RECOVERY	125,000	125,000	125,000	125,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>1,585,000</b>	<b>1,585,000</b>	<b>1,665,000</b>	<b>1,665,000</b>
CHARGES FOR CURRENT SERVICES				
661502 BOOKING FEES - COUNTY	0	0	600	600
662304 WORK FURLOUGH	4,000	4,000	3,000	3,000
662716 PROB COLLECTION FEES	20,000	20,000	23,000	23,000
662717 COMMUNITY SERVICE FEES	0	0	500	500
662718 PROB DRUG SCREENING	4,500	4,500	4,500	4,500
662719 PROB ELECTRONIC MONITORING	2,500	2,500	1,000	1,000
662720 PROBATION SERVICES	160,000	160,000	170,000	170,000
662721 PC 1205(D) ADMIN	60,000	60,000	60,000	60,000
662722 PUBLIC DEFENDER FEE	120,000	120,000	143,000	143,000
662735 PROB SVCS - REPORTS	75,000	75,000	81,000	81,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>446,000</b>	<b>446,000</b>	<b>486,600</b>	<b>486,600</b>
OTHER FINANCING SOURCES				
680200 OPERATING TRANSFERS IN	68,000	68,000	168,800	168,800

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PROBATION  
(04710)**  
Function: **Public Protection**  
Activity: **Detention & Correction**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>68,000</b>	<b>68,000</b>	<b>168,800</b>	<b>168,800</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>2,119,000</u></b>	<b><u>2,119,000</u></b>	<b><u>2,345,400</u></b>	<b><u>2,345,400</u></b>
<b><u>EXPENDITURES</u></b>				
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	2,888,991	2,888,991	2,791,437	2,791,437
710107 Premium Pay	2,500	2,500	2,500	2,500
710200 Retirement	1,169,617	1,169,617	1,236,221	1,236,221
710300 Health Insurance	391,681	391,681	570,511	570,511
710400 Workers' Compensation Insurance	161,478	184,546	105,993	105,993
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>4,614,267</b>	<b>4,637,335</b>	<b>4,706,662</b>	<b>4,706,662</b>
<b>SERVICES &amp; SUPPLIES</b>				
720300 Communications	20,000	20,000	25,000	25,000
720305 Microwave Radio Services	25,959	25,959	23,897	23,897
720500 Household Expenses	4,000	4,000	4,000	4,000
720600 Insurance	16,844	14,822	14,044	14,044
720800 Maintenance - Equipment	48,000	48,000	1,000	1,000
721000 Medical, Dental & Lab Supplies	1,500	1,500	1,500	1,500
721100 Memberships	5,000	5,000	5,000	5,000
721300 Office Expense	17,000	17,000	12,000	12,000
721400 Professional & Specialized Services	98,000	98,000	95,000	95,000
721600 Rents & Leases - Equipment	28,000	28,000	60,000	60,000
721900 Special Departmental Expense	50,000	50,000	50,000	50,000
721905 SB 924 Training	44,000	44,000	40,000	40,000
722000 Transportation, Travel & Education	20,000	20,000	25,000	25,000
722001 Transport Prisoners/Wards of Court	1,000	1,000	1,000	1,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>379,303</b>	<b>377,281</b>	<b>357,441</b>	<b>357,441</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: PROBATION  
 (04710)  
 Function: Public Protection  
 Activity: Detention & Correction  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
OTHER CHARGES				
730100 Support & Care of Persons	48,000	48,000	132,000	132,000
<b>TOTAL OTHER CHARGES</b>	<b>48,000</b>	<b>48,000</b>	<b>132,000</b>	<b>132,000</b>
INTRAFUND TRANSFER				
770100 Intrafund Transfer	40,000	40,000	40,000	40,000
<b>TOTAL INTRAFUND TRANSFER</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>5,081,570</u></b>	<b><u>5,102,616</u></b>	<b><u>5,236,103</u></b>	<b><u>5,236,103</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>2,962,570</u></b>	<b><u>2,983,616</u></b>	<b><u>2,890,703</u></b>	<b><u>2,890,703</u></b>

### COMMENTS

The Probation Department screens juvenile referrals from law enforcement, schools, social services, and self or parent referrals. Initial determination is made whether there is evidence to substantiate that the minor is within the jurisdiction of the Juvenile Court; then it is determined whether a court hearing is necessary or whether a lesser action is warranted. When appropriate, juvenile matters are diverted from the formal actions of Court. If it is determined the matter is appropriate for formal action, social investigations, including recommendations for dispositions of juvenile offenders, are conducted for the Superior Court. Throughout the entire process, the need for detention or continued detention is determined.

The department supervises juveniles placed on probation by the Court. Most continue to remain in the physical custody of their parent(s); though occasionally, they are placed in relatives' homes, foster homes, or other residential care facilities by the Court. The department is still responsible for supervision even when an out-of-home placement is ordered. If the offender violates probation or commits a new crime, probation is charged with the responsibility of bringing it to the Court's attention.

The Probation Department's role in adult criminal matters begins much further along the timeline of the criminal justice system. The department steps in once the offender has been convicted of a crime. The criminal matter is referred to the department for a pre-sentence report and recommendation which is considered by the Court at the time of sentencing. If the offender is placed on probation by the Court, the department will supervise the offender, ensuring compliance with the conditions of supervised release.

Other departmental and program budgets which are also the responsibility of the Probation Department include Juvenile Hall/Boot Camp, Department of Juvenile Justice Proud Parenting Program, SB 678, AB 109, CCP Planning, and CCP Training. The Probation Department has also been directly involved in the development of programs to reduce the number of people placed in the Jail and Juvenile Hall facilities. These programs are as follows:

### JUVENILES

- **House Arrest/Electronic Monitoring** - The Court is given the alternative of releasing these minors under house arrest prior to disposition of the case. Furthermore, minors may be released into house arrest as conditions of their sentence or in-lieu of confinement, if they qualify.
- **Court Day School** - Any minor expelled from a school district must receive their education from a Community School under the auspices of the Superintendent of Schools. The typical student in a Community School is dysfunctional in the classroom and not normally willing to accept authority. The school is located on County property next to the Juvenile Hall. The Probation Department assigns one Deputy Probation Officer to be on-site as an authority figure, as well as to interact with the students, parents, and staff. Minors, who would otherwise be sentenced to Juvenile Hall for truancies and non-violent offenses, are committed to the Court Day School and placed on electronic monitoring-house arrest for a period of 180 days.



**COMMENTS (continued)**

**JUVENILES (continued)**

- **Intensive Supervision Group Home Alternative** - This Program began in October 1986, and was established to control the increasing costs for camp placements. Group Home placements are now restricted to facilities which are of a private, non-profit nature and eligible for welfare funding. There have been as many as 60 juveniles in this Program; however, with new, local alternatives, averages range from 15-20 juveniles.

**ADULTS**

- **Work Furlough Parole Program** - Work Furloughees are released from custody to continue their employment; however, they are required to remain home during non-working hours. The program will continue to be managed by the Department; however, all of the direct services will be provided by Behavioral Interventions (BI) Incorporated, a contracted vendor. The Board of Supervisors approved this contract in March 2006.
- **County Parole Program** - Almost all persons who are sentenced to local jail time are eligible for parole consideration. The Department of Corrections supervises the parole; however, the Probation Department will use Probation staff to supervise any person in this Program who is under house-arrest.
- **Day-Reporting Center Program (DRC)** - This program began in 2010, and is provided by Behavioral Interventions (BI) Incorporated. It is designed to divert probationers in violation of their conditional release away from Court and into a Day Reporting Center (DRC). The program is a one-stop community center for supporting supervision and treatment of county-level offenders. At these centers, offenders report regularly for drug and alcohol screening, receive intensive case management, treatment, and training. These programs break entrenched criminal behavior with evidence-based practices. Typical participants include offenders who have a history of drug and alcohol problems, as well as low-risk technical probation violators.

**PROBATION**

**WORKLOAD**

	<b>Actual 2018-19</b>	<b>Estimated 2019-20</b>	<b>Projected 2020-21</b>
Superior Court Investigations	2200	2300	2400
Juvenile Court Disposition	850	788	800
Juvenile Referrals	900	962	950
<b><u>Caseload</u></b>			
Adult Caseload	3700	3755	3800
Juvenile Caseload	425	404	425

	<b>7/1/18-6/30/19</b>		<b>7/1/19-12/31/20</b>	
<b><u>Drug Test Analysis</u></b>	<b><u>Tested</u></b>	<b><u>Positives</u></b>	<b><u>Tested</u></b>	<b><u>Positives</u></b>
Adults	<u>2802</u>	<u>1252 = 45%</u>	593	283= 48%
Juveniles	<u>424</u>	<u>223 = 53%</u>	116	49= 42%

**ESTIMATED REVENUES**

- 630306**      **Restitution Fine Rebate** (\$25,000) is recommended increased \$5,000 based on current year projections.
- 652503**      **Prison Crimes Reimbursement** (\$140,000) is recommended increased \$80,000 based on current year projections.
- 652505**      **CJSS Realignment** (\$750,000) is recommended unchanged from the current fiscal year.
- 652507**      **Juvenile Probation Camp Funding & Activities** (\$575,000) is recommended unchanged from the current fiscal year estimates based on anticipated revenue trends.
- 654007**      **SB 924** (\$40,000) is recommended unchanged based on projected staffing levels.
- 655209**      **MAA/TCM** (\$35,000) is recommended unchanged based on current year projections.
- 657016**      **Title IV-E** (\$125,000) is recommended unchanged from the current fiscal year based on projected reimbursements from the social services claim for eligible Title IV-E activities.
- 661520**      **Booking Fees** (\$600) is recommended based on current year projections.

**ESTIMATED REVENUES (continued)**

- 662304**      **Work Furlough** (\$3,000) is recommended reduced \$1,000 based on anticipated needs.
- 662716**      **Probation Collection Fees** (\$23,000) is recommended increased \$3,000 based on current fiscal year projections.
- 662717**      **Community Service Fees** (\$500) is recommended based on current year projections.
- 662718**      **Probation Drug Screening** (\$4,500) is recommended unchanged based on current fiscal year projections.
- 662719**      **Probation Electronic Monitoring** (\$1,000) is recommended reduced \$1,500 based on anticipated needs.
- 662720**      **Probation Services** (\$170,000) is recommended increased \$10,000 based on current fiscal year projections.
- 662721**      **PC 1205(D)** (\$60,000) is recommended unchanged based on current fiscal year projections.
- 662722**      **Public Defender Fee** (\$143,000) is recommended increased \$23,000 based on current fiscal year projections.
- 662735**      **Probation Services Reports** (\$81,000) is recommended increased \$6,000 based on current fiscal year projections.
- 680200**      **Operating Transfers In** (\$168,800) is recommended increased \$100,000 for reimbursement of one probation technician staff from AB109 for work with MIOCR clients and one Deputy Probation Officer from BHS for Felony Drug Court.

**SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$2,791,437) are recommended reduced \$97,544 based on recommended staffing levels.
- 710107**      **Premium Pay** (\$2,500) is recommended unchanged based on cost for bilingual pay per the MOU.
- 710200**      **Retirement** (\$1,236,221) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$570,511) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$105,993) reflects the Department's contribution to the County's Self-Insurance Internal Service.

## PROBATION

### SERVICES & SUPPLIES

- 720300**      **Communications** (\$25,000) is recommended increased \$5,000 for projected telephone, air cards, and Remote Security Access costs. This account also includes funds for the California Law Enforcement Telecommunications System (CLETS) and a dedicated data line for Live Scan (an electronically transmitted fingerprint system).
- 720305**      **Microwave Radio Services** (\$23,897) is recommended reduced \$2,062 for the Department's contribution to the Internal Service Fund for 2020-21 based on the number of radios in this Department utilizing the County's microwave radio network.
- 720500**      **Household** (\$4,000) is recommended unchanged for the cost of garbage collection from the various Probation locations.
- 720600**      **Insurance** (\$14,044) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$1,000) is recommended reduced \$47,000 for maintenance agreements for office equipment, including computer equipment, various repairs, leased county vehicle maintenance, and phone maintenance.
- 721000**      **Medical, Dental & Laboratory Supplies** (\$1,500) is recommended unchanged for the purchase of specimen cups and envelopes for drug testing. On July 1, 2015, Probation contracted with Madera County Public Health Department (MCPHD) to provide drug testing services. Probation will be invoiced for services from MCPHD and reimbursement will be made via Intrafund Transfers.
- 721100**      **Memberships** (\$5,000) is recommended unchanged for the following:
- Chief Probation Officers of California (\$4,050)
  - California Association of Probation Services Administrators (\$150)
  - Probation Business Managers Association (\$300)
  - Probation IT Managers Association (\$300)
  - California County Revenue Officer's Association (\$100)
  - California Narcotic Officers Association (\$100)
- 721300**      **Office Expense** (\$12,000) is recommended reduced \$5,000 for general office supplies, subscriptions, law books, and costs related to the monthly billing process of the Probation Revenue Division.

**SERVICES & SUPPLIES (continued)**

**721400**      **Professional & Specialized Services** (\$95,000) is recommended reduced \$3,000 for the following contracted services and technical services:

- JBI, Inc Title IVE claiming (\$18,000)
- Automon Case Management System (\$51,000)
- Columbia Ultimate Collection System Maintenance (\$10,000)
- Crime Time Online Legal Research (\$2,400)
- Grant Merchantile Recovery of Delinquent Debt (\$10,500)

This account also funds background checks and evaluations on potential employees (\$3,100). Additionally, Probation will also have collection costs for the commission fees for outside agency service; administration fee for the Franchise Tax Board-Court Order Debt Program; charges for access to DMV software; and a skip tracing tool-Accurint.

**721600**      **Rents & Leases - Equipment** (\$60,000) is recommended increased \$32,000 for lease of copy machines, lease of folding machine for revenue collection services, and the rental of vehicles from the Central Garage. Estimated 2020-21 mileage for leased vehicles is 28,286 miles.

**721900**      **Special Departmental Expense** (\$50,000) is recommended unchanged. This account primarily funds the following: compensation of the Parole Board's citizen member for meetings once per week, and provides private mileage reimbursement to attend the meetings (estimated at \$2,200); safety equipment (\$25,000) including body armor for new armed staff and replacement of expiring vest, batons, OC spray, radios, etc.; ammunition (\$7,600) required for officers carrying weapons to maintain weapon proficiency; the cost of LiveScan fingerprints (\$1,000); refunds to probationers due to early termination of supervision (\$3,000); and Probation's Outcome Improvement Plan (\$10,000) within County-approved Madera County System Improvement Plan submitted to California State Department of Social Services, which these costs are 100% reimbursable from the State.

**721905**      **Standards and Training For Corrections Program** (\$40,000) is recommended reduced \$4,000 for Probation Officers to complete mandated training hours, as per the plan submitted to the State. This account is fully funded through reimbursement from the State of California, and reflects the State-authorized expenditures for Fiscal Year 2020-21.

**SERVICES & SUPPLIES (continued)**

**722000**      **Transportation & Travel** (\$25,000) is recommended increased \$5,000 for training and travel. Included in this account is \$7,000 for training expenses such as mileage reimbursements, lodging, registration, and meals. Also included is \$5,000 to fund a State-mandated requirement to make monthly visits to all group homes and foster home placements, which may be reimbursed from State and Federal funds.

**OTHER CHARGES**

**730100**      **Support & Care of Persons** (\$132,000) is recommended increased \$84,000 for youth committed to the Division of Juvenile Facilities (DJF). Beginning July 1, 2012, Welfare and Institutions Code (WIC) 912 applied rates of \$2,000 per month for each juvenile committed to DJF. It is anticipated that there will be 6 juveniles incarcerated for the entire 2020-21 fiscal year.

**INTRAFUND TRANSFER**

**770100**      **Intrafund Transfer** (\$40,000) is recommended unchanged. This account funds Madera County Information Technology Department support related to Probation CMS Web/App server. This account will also fund reimbursement to Madera County Public Health for drug tests services per MOU 10422-C-2015 as referenced above.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PROBATION  
(04700)**  
Function: **Public Protection**  
Activity: **Detention & Correction**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I or							
3354	Accounting Technician II	2.0	-	1.0	1.0	(1.0)	1.0	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	2.0	-	1.0	1.0	(1.0)	1.0	C
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst or							
4126	Principal Administrative Analyst			0.5		0.5		C
2128	County Probation Officer	1.0	-	1.0	-	-	-	
3104	Deputy Chief Probation Officer	2.0	-	2.0	-	-	-	
3451	Deputy Probation Officer I or							
3452	Deputy Probation Officer II or							
3453	Deputy Probation Officer III	13.0	5.0	12.0	6.0	(1.0)	1.0	E
3257	Deputy Probation Officer Supervisor	4.0	-	5.0	-	1.0	-	D
3527	Probation Program Specialist	-	-	1.0	-	1.0	-	A
3511	Probation Technician I or							
3512	Probation Technician II	3.0	-	3.0	-	-	-	B
3636	Program Assistant I or							
3637	Program Assistant II	6.0	1.0	6.0	1.0	-	-	
3140	Revenue Services Manager	1.0	-	1.0	-	-	-	
3319	Senior Deputy Probation Officer	5.0	-	4.0	1.0	(1.0)	1.0	D
3654	Senior Program Assistant	2.0	-	2.0	-	-	-	
<b>TOTAL</b>		<b>41.0</b>	<b>6.0</b>	<b>39.5</b>	<b>10.0</b>	<b>(1.5)</b>	<b>4.0</b>	

**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PROBATION  
 (04700)**  
 Function: **Public Protection**  
 Activity: **Detention & Correction**  
 Fund: **General**

<b>2019-20            Authorized            Positions</b>	<b>2020-21            Proposed            Positions</b>	<b>Y-O-Y            Changes            in Positions</b>
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**NOTES:**

- A** Grant Revenue in 04787 YOBG can longer support the position
- B** One (1) Probation Tech is reimbursed from AB 109
- C** Converting one (1) Administrative Analyst to flex-staff one (1) Admin. Analyst I/II/Sr. or Principal Admin. Analyst other .5 FTE funded from SB678
- D** Converting one (1) Sr. DPO to a DPO Supervisor. To have the Training Officer be in line with other County Probations that have this position filled with a Sworn Staff.
- E** Due to 6.6% reduction



COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: PROB-CCP  
 (04714) Planning  
 Function: Public Protection  
 Activity: Detention & Correction  
 Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	100,000	100,000	100,000	100,000
<b>TOTAL CHARGES FOR OTHER FINANCING SOURCES</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>100,000</u></b>	<b><u>100,000</u></b>	<b><u>100,000</u></b>	<b><u>100,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
722000 Transportation & Travel	100,000	100,000	100,000	100,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>100,000</u></b>	<b><u>100,000</u></b>	<b><u>100,000</u></b>	<b><u>100,000</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## PROBATION –COMMUNITY CORRECTIONS PARTNERSHIP PLANNING FUND

### COMMENTS

In April 2011, Governor Brown signed Assembly Bill 109 (AB 109), the Public Safety Realignment Act, to address overcrowding in California's prisons. With the signing of the State's Fiscal Year 2011-12 budget, funding was allocated to each county pursuant to percentages listed in Government Code Section 30029(c). This funding is to cover costs of associated planning pursuant to each county's approved plan to implement AB109. These appropriations provide necessary resources for implementation of Madera County's Local AB109 Action Plan. Madera County's appropriation was \$100,000 in Fiscal Year 2011-12, with additional appropriations of \$100,000 in each subsequent fiscal year. This was a three-year grant that began September 2011, with one-year extension for each additional appropriation. There is no County General Fund contribution to this budget.

### ESTIMATED REVENUES

**680200**      Operating Transfers In (\$100,000) is recommended unchanged from the current fiscal year and represents receipt of Community Corrections Planning Funds.

### SERVICES & SUPPLIES

**722000**      Transportation & Travel (\$100,000) is recommended unchanged for Outside County agency distribution. In February 2016, the Community Corrections Partnership (CCP) Committee elected to distribute revenue between the seven Executive Committee agencies. Three agencies are local justice agencies that are not under Madera County Government Administration.

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PROB-CRIME PREVENTION  
ACT OF 2000 (04785)**  
Function: **Public Protection**  
Activity: **Detention & Correction**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
OTHER FINANCING SOURCES				
680200 OPERATING TRANSFERS IN	441,280	441,280	560,760	560,760
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>441,280</b>	<b>441,280</b>	<b>560,760</b>	<b>560,760</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>441,280</u></b>	<b><u>441,280</u></b>	<b><u>560,760</u></b>	<b><u>560,760</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	224,720	224,720	282,310	282,310
710200 Retirement	96,675	96,675	134,464	134,464
710300 Health Insurance	28,550	28,550	52,550	52,550
710400 Worker's Compensation Insurance	28,762	28,762	25,167	25,167
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>378,707</b>	<b>378,707</b>	<b>494,492</b>	<b>494,492</b>
SERVICES & SUPPLIES				
720300 Communications	1,900	1,900	1,000	1,000
720600 Insurance	673	673	764	764
721300 Office Expense	500	500	500	500
721400 Professional & Specialized Services	1,500	1,500	2,500	2,500
721600 Rents & Leases - Equipment	10,000	10,000	12,000	12,000
721900 Special Departmental Expense	5,000	5,000	6,504	6,504
722000 Transportation & Travel	3,000	3,000	3,000	3,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>22,573</b>	<b>22,573</b>	<b>26,268</b>	<b>26,268</b>

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PROB-CRIME PREVENTION  
ACT OF 2000 (04785)**  
Function: **Public Protection**  
Activity: **Detention & Correction**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
INTRAFUND TRANSFER				
770100 Intrafund Transfer	40,000	40,000	40,000	40,000
<b>TOTAL INTRAFUND TRANSFER</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>441,280</u></b>	<b><u>441,280</u></b>	<b><u>560,760</u></b>	<b><u>560,760</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## PROBATION - CRIME PREVENTION ACT OF 2000

### COMMENTS

In September 2000, the Governor signed AB 1913, known as the Schiff-Cardenas Crime Prevention Act of 2000. This Act allocated \$120 million to Counties that met legislative requirements through a grant application process. In April 2000, the Madera County Board of Supervisors adopted a five-step collaborative program, as proposed by the Juvenile Justice Coordinating Council, which involved a series of graduated responses to truancy.

This grant and budget are administered by the Probation Department. Recommended appropriations are based on program needs and projected grant allocations, which may vary from year to year. Any unexpended allocations will be rolled forward to the following fiscal year. There is no County General Fund contribution to this budget.

### ESTIMATED REVENUES

**680200**      Operating Transfers In (\$560,760) is recommended increased \$119,480 from the current fiscal year and reflects the projected JJCPA funds.

### SALARIES & EMPLOYEE BENEFITS

**710102**      Permanent Salaries (\$282,310) is recommended increased \$57,590 based on the cost of recommended staffing.

**710200**      Retirement (\$134,464) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      Health Insurance (\$52,550) is based on the employer's share of health insurance premiums.

**710400**      Workers' Compensation (\$25,167) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

**720300**      Communications (\$1,000) is recommended reduced \$900 for the telecommunication charges of this Division.

**720600**      Insurance (\$764) reflects the Department's contribution to the County's self-insured Liability Program.

**PROBATION - CRIME PREVENTION ACT OF 2000**

**SERVICES & SUPPLIES (continued)**

- 721300**      **Office Expense** (\$500) is recommended unchanged for necessary office supplies.
- 721400**      **Professional & Specialized** (\$2,500) is recommended increased \$1,000 based on current estimates. This account will fund evaluation efficacy of probation practices and outcomes.
- 721600**      **Rents & Leases - Equipment** (\$12,000) is recommended increased \$2,000 for the use of vehicles from the Central Garage.
- 721900**      **Special Departmental Expense** (\$6,504) is recommended for miscellaneous safety equipment.
- 722000**      **Transportation & Travel** (\$3,000) is recommended unchanged to provide funds for various training and associated travel expenses required by the program.

**INTRAFUND TRANSFER**

- 770100**      **Intrafund Transfers** (\$40,000) is recommended unchanged to fund a .5 FTE Certified Alcohol & Drug Counselor from Behavioral Health Services for the Juvenile Services Division, Juvenile Facility, and Court Day School.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PROB-CRIME PREVENTION  
ACT OF 2000 (04785)**  
Function: **Public Protection**  
Activity: **Detention & Correction**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	<b>0.2</b>			<b>0.2</b>			<b>B</b>
3451	Deputy Probation Officer I or							
3452	Deputy Probation Officer II or							
3453	Deputy Probation Officer III	<b>3.5</b>	<b>1.5</b>	<b>4.0</b>	<b>1.0</b>	<b>0.5</b>	<b>1.0</b>	<b>A</b>
3511	Probation Technician I or							
3512	Probation Technician II	-	<b>1.0</b>	-	<b>1.0</b>	-	-	
3636	Program Assistant I or							
3637	Program Assistant II	-	<b>1.0</b>		<b>1.0</b>	-	-	
<b>TOTAL</b>		<b>3.5</b>	<b>3.5</b>	<b>4.0</b>	<b>3.0</b>	<b>0.5</b>	<b>(0.5)</b>	

**NOTES:**

- A** Positions moved out of General Fund
- B** 0.2 FTE Administrative Analyst I/II moved to Juvenile Hall ORG 04720

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: PROB-YOUTHFUL OFFENDER  
 GRANT (04787)  
 Function: Public Protection  
 Activity: Detention & Correction  
 Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
OTHER FINANCING SOURCES				
680200 Operating Transfers In	723,990	723,990	762,835	762,835
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>723,990</b>	<b>723,990</b>	<b>762,835</b>	<b>762,835</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>723,990</u></b>	<b><u>723,990</u></b>	<b><u>762,835</u></b>	<b><u>762,835</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	341,664	341,664	335,414	335,414
710105 Overtime	9,000	9,000	9,000	9,000
710110 Uniforms	720	720	720	720
710200 Retirement	142,174	142,174	147,043	147,043
710300 Health Insurance	44,570	44,570	33,896	33,896
710400 Worker's' Compensation Insurance	3,047	3,047	3,047	3,047
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>541,175</b>	<b>541,175</b>	<b>529,120</b>	<b>529,120</b>
SERVICES & SUPPLIES				
720300 Communications	2,100	2,100	2,000	2,000
720600 Insurance	215	215	215	215
721300 Office Expense	2,500	2,500	2,500	2,500
721400 Professional & Specialized Services	120,000	120,000	130,000	130,000
721600 Rents & Leases - Equipment	6,000	6,000	3,000	3,000
721900 Special Departmental Expense	10,000	10,000	10,000	10,000
722000 Transportation & Travel	10,000	10,000	22,000	22,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>150,815</b>	<b>150,815</b>	<b>169,715</b>	<b>169,715</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: **PROB-YOUTHFUL OFFENDER  
 GRANT (04787)**  
 Function: **Public Protection**  
 Activity: **Detention & Correction**  
 Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
INTRAFUND EXPENSE				
770000 Intrafund Transfer	32,000	32,000	64,000	64,000
<b>TOTAL INTRAFUND TRANSFERS</b>	<b>32,000</b>	<b>32,000</b>	<b>64,000</b>	<b>64,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>723,990</u></b>	<b><u>723,990</u></b>	<b><u>762,835</u></b>	<b><u>762,835</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## PROBATION - YOUTHFUL OFFENDER BLOCK GRANT

### COMMENTS

This budget includes funding from the State's Youthful Offender Block Grant (YOBG), which was awarded for the first time during the 2007-08 fiscal year. The YOBG funding was put into place by the State as a result of SB 81 in September 2007, which disallowed certain commitments to the California Youth Authority (CYA). CYA now only accepts those juveniles who are convicted of crimes that are classified as violent, serious, or sex offenses. The YOBG funding is considered to be a backfill to offset the local cost of keeping juveniles who commit lower-level crimes in the County where the crime was committed. Recommended appropriations are based on program needs and projected grant allocations, which may vary from year to year. Any unexpended allocations will be rolled forward to the following year. There is no County General Fund contribution to this budget. Funding for this program is now under the 2011 Realignment.

### ESTIMATED REVENUES

**680200**      Operating Transfers In (\$762,835) is recommended increased \$38,845 and is based on the projected revenues from the Youthful Offender Block Grant funds.

### SALARIES & EMPLOYEE BENEFITS

**710102**      Permanent Salaries (\$335,414) is recommended reduced \$6,250 based on the cost of recommended staffing.

**710105**      Overtime (\$9,000) is recommended unchanged for overtime costs.

**710200**      Retirement (\$147,043) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      Health Insurance (\$33,896) is based on the employer's share of health insurance premiums.

**710400**      Workers' Compensation (\$3,047) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

**720300**      Communications (\$2,000) is recommended reduced \$100 based on the telecommunications costs of this program.

**720600**      Insurance (\$215) reflects the Department's contribution to the County's Self-Insured Liability Program.

## PROBATION - YOUTHFUL OFFENDER BLOCK GRANT

### SERVICES & SUPPLIES (continued)

- 721300**      **Office Expense** (\$2,500) is recommended unchanged based on anticipated expenditures for office supplies.
- 721400**      **Professional & Specialized Services** (\$130,000) is recommended based on current contracts with Council on Crime Delinquency for juvenile assessments (\$5,000), Cornerstone Family Counseling (\$3,000), Mollie's House (\$10,000), and Behavioral Intervention, INC for electronic monitoring services (\$87,000).
- 721600**      **Rents & Leases - Equipment** (\$3,000) is recommended decreased \$3,000 to provide for the use of vehicles from the Central Garage.
- 721900**      **Special Departmental Expense** (\$10,000) is recommended unchanged for officer safety equipment and RadKids incentives.
- 722000**      **Transportation & Travel** (\$22,000) is recommended increased \$12,000 for required officer training and field trips for Academy Cadets and Court Day School students that align with Evidence Based Practices.

### INTRAFUND TRANSFER

- 770100**      **Intrafund Transfers** (\$64,000) is recommended increased \$32,000 to fund a 0.5 FTE Mental Health Clinician from Behavioral Health Services.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PROB-YOUTHFUL OFFENDER  
GRANT (04787)**  
Function: **Public Protection**  
Activity: **Detention & Correction**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3451	Deputy Probation Officer I or							
3452	Deputy Probation Officer II or							
3453	Deputy Probation Officer III	<b>3.5</b>	-	<b>4.0</b>	-	<b>0.5</b>	-	<b>B</b>
3463	Juvenile Detention Officer III or	<b>1.0</b>	-	-			-	
3258	Juvenile Detention Officer Supervisor			<b>1.0</b>		<b>1.0</b>		<b>A</b>
3511	Probation Technician I or							
3512	Probation Technician II	-	<b>2.0</b>	-	<b>2.0</b>	-	-	
3527	Probation Program Specialist	<b>1.0</b>	-	-	<b>1.0</b>	<b>(1.0)</b>	<b>1.0</b>	<b>B</b>
<b>TOTAL</b>		<b>5.5</b>	<b>2.00</b>	<b>5.0</b>	<b>3.00</b>	<b>(0.5)</b>	<b>1.0</b>	

**NOTES:**

- A** Position to be flex-staffed up to the JDO Supervisor level to better align with job duties
- B** Unfunding one (1) Probation Program Specialist and adding 0.5 funded Deputy Probation Officer I/II/III

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: PROB-CAL OES PU GRANT  
 (04793)  
 Function: Public Protection  
 Activity: Detention & Correction  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
OTHER FINANCING SOURCES				
654535 Grant Revenue	87,264	87,264	87,264	87,264
<b>TOTAL CHARGES FOR OTHER FINANCING SOURCES</b>	<b>87,264</b>	<b>87,264</b>	<b>87,264</b>	<b>87,264</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>87,264</u></b>	<b><u>87,264</u></b>	<b><u>87,264</u></b>	<b><u>87,264</u></b>
<b><u>EXPENDITURES:</u></b>				
Interfund Expense				
731400 Interfund Expense	87,264	87,264	87,264	87,264
<b>TOTAL INTERFUND EXPENSE</b>	<b>87,264</b>	<b>87,264</b>	<b>87,264</b>	<b>87,264</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>87,264</u></b>	<b><u>87,264</u></b>	<b><u>87,264</u></b>	<b><u>87,264</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

**PROBATION –CAL OES PU GRANT**

**COMMENTS**

In October 2018, Madera County Probation was awarded CAL OES PU Grant for the hiring of a new Deputy Probation Officer including most of the necessary equipment/supplies to enable that officer to work within the department's Domestic Violence Unit. The focus is to help reduce the number of domestic violence clients supervised per officer as well as provide enhanced supervision services. There is no County General Fund contribution to this budget.

**ESTIMATED REVENUES**

**654535**      **Grant Revenue** (\$87,264) is recommended based on the current projections of the grant.

**INTERFUND EXPENSE**

**731400**      **Interfund Expense** (\$87,264) is recommend for the reimbursement cost of a Deputy Probation Officer from SB678.



COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: **PROB-CCPIA  
 (14370)**  
 Function: **Public Protection**  
 Activity: **Detention & Correction**  
 Fund: **Special Revenue**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
650500 ST - OTHER IN-LIEU	1,145,023	1,145,023	1,229,146	1,229,146
680200 OPERATING TRANSFERS IN	87,264	87,264	87,264	87,264
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>1,232,287</b>	<b>1,232,287</b>	<b>1,316,410</b>	<b>1,316,410</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>1,232,287</u></b>	<b><u>1,232,287</u></b>	<b><u>1,316,410</u></b>	<b><u>1,316,410</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	714,180	714,180	758,148	758,148
710200 Retirement	299,799	299,799	347,961	347,961
710300 Health Insurance	140,542	140,542	138,904	138,904
710400 Workers Compensation Insurance	22,748	22,748	22,748	22,748
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>1,177,269</b>	<b>1,177,269</b>	<b>1,267,760</b>	<b>1,267,760</b>
SERVICES & SUPPLIES				
720300 Communications	1,500	1,500	1,600	1,600
720502 Refuse Disposal	750	750	750	750
720600 Insurance	300	300	300	300
721300 Office Expense	1,500	1,500	1,500	1,500
721400 Professional & Specialized Services	10,000	10,000	7,500	7,500
721600 Rents & Leases - Equipment	13,000	13,000	13,000	13,000
721900 Special Departmental Expense	25,468	25,468	20,000	20,000
722000 Transportation & Travel	2,500	2,500	4,000	4,000

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: **PROB-CCPIA  
 (14370)**  
 Function: **Public Protection**  
 Activity: **Detention & Correction**  
 Fund: **Special Revenue**

	<b>BOARD APPROVED</b>	<b>CAO BASELINE</b>	<b>DEPARTMENT REQUEST</b>	<b>CAO RECOMMENDED</b>
TOTAL SERVICES & SUPPLIES	55,018	55,018	48,650	48,650
<u>TOTAL EXPENDITURES</u>	<u>1,232,287</u>	<u>1,232,287</u>	<u>1,316,410</u>	<u>1,316,410</u>
<u>USE OF FUND BALANCE</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

## PROBATION – COMMUNITY CORRECTIONS PERFORMANCE INCENTIVE ACT OF 2009

### COMMENTS

On October 11, 2009, Senate Bill 678, The California Community Corrections Performance Incentive Act of 2009 (CCPI), was passed by the Legislature. This bill provided funds for Evidence-Based Services for adult felons with the goal of reducing the number of commitments to state prison. The savings realized by the California Department of Corrections and Rehabilitation (CDCR) due to the reduction in prison commitments is redirected to probation departments for reinvestment in programs and supervision of adult probationers. There is no County General Fund contribution to this budget.

### ESTIMATED REVENUES

**650500**      CCCPI Revenue (\$1,229,146) for Probation's receipt of SB678 funds.

**680200**      Operating Transfers In (\$87,264) from Cal OES PU Grant funds.

### SALARIES & EMPLOYEE BENEFITS

**710102**      Permanent Salaries (\$758,148) are recommended increased \$43,968 based on the cost of recommended staffing.

**710200**      Retirement (\$347,961) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      Health Insurance (\$138,904) is based on the employer's share of health insurance premiums.

**710400**      Workers' Compensation (\$22,748) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

**720300**      Communications (\$1,600) is recommended increased \$100 for the telecommunications costs of this program.

**720502**      Refuse Disposal (\$750) is recommended unchanged based on the current cost.

**PROBATION – COMMUNITY CORRECTIONS PERFORMANCE INCENTIVE ACT OF 2009**

**SERVICES & SUPPLIES (continued)**

- 720600**      **Insurance** (\$300) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 721300**      **Office Expense** (\$1,500) is recommended unchanged for general office supplies.
- 721400**      **Professional & Specialized Services** (\$7,500) is recommended reduced \$2,500 for anticipated contractual services related to background checks and evaluations on potential employees.
- 721600**      **Rents & Leases - Equipment** (\$13,000) is recommended unchanged for the rental of vehicles from Central Garage.
- 721900**      **Special Departmental Expense** (\$20,000) is recommended reduced \$5,468 for replacement of miscellaneous safety equipment that is coming to end of life usage and ammunition required for officers carrying weapons to maintain weapon proficiency.
- 722000**      **Transportation & Travel** (\$4,000) is recommended increased \$1,500 for officer training and travel.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PROBATION SB678  
(14370)**  
Function: **Public Protection**  
Activity: **Detention & Correction**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3610	Administrative Assistant	-	1.0	-	1.0	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or Principal Administrative Analyst			0.5		0.5		A
3451	Deputy Probation Officer I or							
3452	Deputy Probation Officer II or							
3453	Deputy Probation Officer III	8.0	1.0	8.0	1.0	-	-	
3511	Probation Technician I or							
3512	Probation Technician II	1.0	3.0	1.0	3.0	-	-	
3636	Program Assistant I or							
3637	Program Assistant II	1.0	-	1.0	-	-	-	
3319	Senior Deputy Probation Officer	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<b>11.0</b>	<b>5.0</b>	<b>11.5</b>	<b>5.0</b>	<b>0.5</b>	<b>-</b>	

**NOTES:**

A Funding 0.5 Admin. Analyst I/II or Principal Admin, Analyst the other 0.5 funded by 04710

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**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PROBATION AB109  
(61332)**  
Function: **Public Protection**  
Activity: **Detention & Correction**  
Fund: **General**

	<b>BOARD APPROVED 2019-20</b>	<b>CAO BASELINE 2020-21</b>	<b>DEPARTMENT REQUEST 2020-21</b>	<b>CAO RECOMMENDED 2020-21</b>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
652129 ST-REALIGNMENT	6,601,622	6,601,622	7,203,502	7,203,502
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>6,601,622</b>	<b>6,601,622</b>	<b>7,203,502</b>	<b>7,203,502</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>6,601,622</u></b>	<b><u>6,601,622</u></b>	<b><u>7,203,502</u></b>	<b><u>7,203,502</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,276,464	1,276,464	1,354,747	1,354,747
710105 Overtime	91,000	91,000	91,000	91,000
710200 Retirement	540,498	540,498	618,531	618,531
710300 Health Insurance	181,827	181,827	202,046	202,046
710400 Workers' Compensation Insurance	32,737	32,737	32,737	32,737
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>2,122,526</b>	<b>2,122,526</b>	<b>2,299,061</b>	<b>2,299,061</b>
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	0	0	2,000	2,000
720300 Communications	13,000	13,000	13,000	13,000
720502 Refuse Disposal	750	750	750	750
720600 Insurance	2,500	2,500	2,500	2,500
720800 Maintenance - Equipment	6,500	6,500	500	500
721300 Office Expense	5,000	5,000	5,000	5,000
721400 Professional & Specialized Services	2,099,122	2,099,122	2,548,467	2,548,467
721600 Rents & Leases - Equipment	18,500	18,500	18,500	18,500
721900 Special Departmental Expense	50,000	50,000	30,000	30,000
722000 Transportation & Travel	25,000	25,000	25,000	25,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>2,220,372</b>	<b>2,220,372</b>	<b>2,645,717</b>	<b>2,645,717</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: PROBATION AB109  
 (61332)  
 Function: Public Protection  
 Activity: Detention & Correction  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
OPERATING TRANSFER OUT				
750000 Operating Transfer Out	2,258,724	2,258,724	2,258,724	2,258,724
TOTAL OPERATING TRANSFER OUT	<b>2,258,724</b>	<b>2,258,724</b>	<b>2,258,724</b>	<b>2,258,724</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>6,601,622</u></b>	<b><u>6,601,622</u></b>	<b><u>7,203,502</u></b>	<b><u>7,203,502</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>



## PROBATION – LOCAL COMMUNITY CORRECTIONS

### COMMENTS

On April 4, 2011, Governor Brown signed Assembly Bill 109 (AB 109), the Public Safety Realignment Act, to address overcrowding in California's prisons. The 2011 public safety realignment contained in AB 109/AB 117 specifies new local responsibilities for managing certain adult offenders and allows for maximum local budget and programming flexibility within a statutory framework.

The Community Corrections Partnership (CCP) Committee, originally created under Senate Bill 678, was charged with the responsibility of developing a local realignment plan. On September 27, 2011, the Madera County Board of Supervisors adopted the County of Madera Public Safety Realignment Plan per Penal Code sections 1230.1 and 3451. This plan involves a multi-agency collaboration as reflected in the budget.

During Fiscal Year 2012-13, the Madera County Sheriff-Gang Task Force began to receive funding from Local Community Corrections (LCC) AB 109, as recommended by the CCP Executive Committee. In prior years, the Gang Task Force was entirely funded by the County General Fund. Due to the ongoing fiscal situation in Madera County, the Gang Task Force potentially would not have survived the budget cuts necessary to balance the 2012-13 and 2013-14 Madera County Budgets. In Fiscal Year 2014-15, the Gang Task Force was incorporated into the LCC AB 109 budget to provide continuity of service to the citizens of Madera County.

### ESTIMATED REVENUES

**652129**      **LCC (AB 109) Revenue** (\$7,203,502) for Community Corrections Partnership (CCP) Committee's Local Realignment Plan.

### SALARIES & EMPLOYEE BENEFITS

**710102**      **Permanent Salaries** (\$1,354,747) are recommended increased \$78,283 based on the cost of recommended staffing which has been approved by the CCP Executive Committee.

**710105**      **Overtime** (\$91,000) is recommended unchanged to provide funds for overtime primarily related to the Gang Task Force.

**710200**      **Retirement** (\$618,531) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      **Health Insurance** (\$202,046) is based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$32,737) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

## PROBATION – LOCAL COMMUNITY CORRECTIONS

### SERVICES & SUPPLIES

- 720200**      **Clothing** (\$2,000) is recommended increased \$2,000 based on the current costs.
- 720300**      **Communications** (\$13,000) is recommended unchanged based on the telecommunications costs of this program.
- 720502**      **Refuse Disposal** (\$750) is recommended unchanged based on the current cost.
- 720600**      **Insurance** (\$2,500) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$500) is recommended reduced \$6,000 for leased county vehicle related maintenance.
- 721300**      **Office Expense** (\$5,000) is recommended unchanged for general office supplies.
- 721400**      **Professional & Specialized Services** (\$2,548,467) is recommended increased \$449,345 for contracts with Behavioral Intervention, Inc. for the Adult Day Reporting Program, Pre-trial Services Program, and electronic monitoring for Pre and Post-sentence offenders, In-Custody Programming, Residential Treatment Programs, and services provided to AB 109 clients by Work Force Development. A component of AB 109 is the use of Evidence Based Practices (EBP); this account includes contracting with the National Council on Crime and Delinquency for assessments critical to EBP. This budget also funds one (1) City of Madera Police Officer, one (1) Madera Superior Court Sr. Legal Clerk, and two (2) City of Chowchilla Police Officers.
- 721600**      **Rents & Leases - Equipment** (\$18,500) is recommended unchanged for the rental of vehicles from Central Garage. Estimated 2020-21 mileage for leased vehicles is 32,000 miles.
- 721900**      **Special Departmental Expense** (\$30,000) is recommended reduced \$20,000 for miscellaneous safety equipment and ammunition required to maintain weapon proficiency for officers carrying weapons.
- 722000**      **Transportation & Travel** (\$25,000) is recommended unchanged for training and travel expenses for mandated training.

### OPERATING TRANSFERS

- 750000**      **Operating Transfer Out** (\$2,258,724) is recommended unchanged for transfers to Department of Corrections (\$1,900,000) and Behavioral Health Services for costs related to offender treatment programs, incarceration, crime suppression and contracted Emergency Crisis Staff. This account will also reimburse General Fund Departments for central support costs.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PROBATION AB109  
(61332)**  
Function: **Public Protection**  
Activity: **Detention & Correction**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3104	Deputy Chief Probation Officer	1.0	-	1.0	-	-	-	
3224	Deputy District Attorney I or							
3225	Deputy District Attorney II or							
3226	Deputy District Attorney III or							
3322	Senior Deputy District Attorney	1.0	-	1.0	-	-	-	
3451	Deputy Probation Officer I or							
3452	Deputy Probation Officer II or							
3453	Deputy Probation Officer III	8.0	-	8.0	-	-	-	
3257	Deputy Probation Officer Supervisor	1.0	-	1.0	-	-	-	
3411	Deputy Sheriff-Basic P.O.S.T. or							
3412	Deputy Sheriff-Intermediate P.O.S.T.	1.0	-	1.0	-	-	-	
3423	Investigative Assistant	1.0	-	1.0	-	-	-	
3215	Mental Health Crisis Worker	-	1.0	-	1.0	-	-	
3527	Probation Program Specialist	1.0	-	1.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II	1.0	-	1.0	-	-	-	
3319	Senior Deputy Probation Officer	1.0	-	1.0	-	-	-	
3327	Sheriff's Corporal	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<b>17.0</b>	<b>1.0</b>	<b>17.0</b>	<b>1.0</b>	<b>-</b>	<b>-</b>	

**NOTES:**

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: FIRE PREVENTION  
 (05000)  
 Function: Public Protection  
 Activity: Fire Protection  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
654000 State - Other	358,214	358,214	300,000	300,000
657000 Federal - Other	447,105	447,105	447,105	447,105
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>805,319</b>	<b>805,319</b>	<b>747,105</b>	<b>747,105</b>
CHARGES FOR CURRENT SERVICES				
662700 Other Charges for Services	62,000	62,000	62,000	62,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>62,000</b>	<b>62,000</b>	<b>62,000</b>	<b>62,000</b>
MISCELLANEOUS REVENUE				
673000 Miscellaneous Revenue	2,500	2,500	5,000	5,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>2,500</b>	<b>2,500</b>	<b>5,000</b>	<b>5,000</b>
OTHER FINANCING SOURCES				
680200 Operating Transfers In	320,000	320,000	420,000	420,000
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>320,000</b>	<b>320,000</b>	<b>420,000</b>	<b>420,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>1,189,819</u></b>	<b><u>1,189,819</u></b>	<b><u>1,234,105</u></b>	<b><u>1,234,105</u></b>

**EXPENDITURES:**

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	266,737	266,737	271,231	271,231
710103 Extra Help	129,000	129,000	122,400	122,400

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **FIRE PREVENTION  
(05000)**  
Function: **Public Protection**  
Activity: **Fire Protection**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b>SALARIES &amp; EMPLOYEE BENEFITS (continued)</b>				
710104 Temporary Salaries - PCF	530,000	530,000	262,155	262,155
710200 Retirement	92,296	92,296	102,828	102,828
710300 Health Insurance	38,958	38,958	53,615	53,615
710400 Workers' Compensation Insurance	88,929	88,929	77,813	77,813
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>1,145,920</b>	<b>1,145,920</b>	<b>890,042</b>	<b>890,042</b>
<b>SERVICES &amp; SUPPLIES</b>				
720200 Clothing & Personal Supplies	121,750	121,750	150,000	150,000
720300 Communications	31,130	31,130	31,630	31,630
720305 Microwave Radio Services	69,890	69,890	64,337	64,337
720500 Household Expense	20,304	20,304	25,000	25,000
720600 Insurance	40,471	40,471	45,990	45,990
720800 Maintenance - Equipment	468,751	468,751	480,677	480,677
720900 Maintenance - Structures & Grounds	55,809	55,809	76,702	76,702
721100 Memberships	15,000	15,000	15,000	15,000
721300 Office Expense	14,321	14,321	14,580	14,580
721400 Professional & Specialized Services	52,320	52,320	37,600	37,600
721460 Professional & Spec. CAL FIRE Contract	5,512,469	5,512,469	5,326,462	5,326,462
721500 Publications & Legal Notices	1,200	1,200	1,200	1,200
721600 Rents & Leases - Equipment	8,000	8,000	8,000	8,000
721700 Rents & Leases - Building	38,450	38,450	22,400	22,400
721800 Small Tools & Instruments	25,835	25,835	25,835	25,835
721900 Special Departmental Expense	108,247	108,247	109,979	109,979
722000 Transportation & Travel	1,500	1,500	3,000	3,000
722100 Utilities	105,000	105,000	105,000	105,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>6,690,447</b>	<b>6,690,447</b>	<b>6,543,392</b>	<b>6,543,392</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: FIRE PREVENTION  
 (05000)  
 Function: Public Protection  
 Activity: Fire Protection  
 Fund: General

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
FIXED ASSETS				
740300 Equipment/Furniture	75,000	0	0	0
<b>TOTAL FIXED ASSETS</b>	<b>75,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
INTRAFUND TRANSFERS				
770100 Intrafund Transfers Out	0	0	10,000	10,000
<b>TOTAL INTRAFUND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b>7,911,367</b>	<b>7,836,367</b>	<b>7,443,434</b>	<b>7,443,434</b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>6,721,548</u></b>	<b><u>6,646,548</u></b>	<b><u>6,209,329</u></b>	<b><u>6,209,329</u></b>

**COMMENTS**

**I. FIRE DEPARTMENT DUTIES**

**Mission Statement**

The primary mission of the Madera County Fire Department is to provide a range of programs designed to protect the lives and property of the inhabitants of the County of Madera from the adverse effects of fire, sudden medical emergencies, or exposures to dangerous conditions created by either humans or nature.

**Fire Department Description**

The Madera County Fire Department is a proactive (Fire Prevention, Training) and reactive (Emergency Response) organization which provides a variety of emergency and non-emergency public services. It consists of 16 fire stations, approximately 100 volunteers, 38 permanent-paid personnel, and 8 seasonal personnel. Currently, the department has 2-Battalion Chiefs, 1-Training Captain and seven full-time paid fire stations: Station #1 (3-FC & 3-FAE) - Madera, Station #3 (1-FC & 2-FAE) - Madera Acres, Station #12 (2-FC & 4-FAE)– Oakhurst, and Station #19 (1-FC & 2-FAE) - Bonadelle, which are funded entirely by Madera County; funding for all personnel costs for Station #8 (1-FC, 2-FAE & 2-FFI) - Indian Lakes is provided by the Picayune Rancheria of Chukchansi Indians through a Memorandum of Understanding (MOU); and Station #7 (2-FC & 4-FAE) – Tesoro Viejo, this is funded through the County Service Area 22 - Zone C; and Children’s Hospital of Central California funds two-thirds of the personnel and service costs at Station #9 (2-FC & 4-FAE) - Rolling Hills through the County Service Area 22 - Zone B. The County provides an engine to the California Department of Corrections and Rehabilitation (CDCR) at the Central California Women's Facility (CCWF) through a cooperative agreement. In return, CDCR staffs the engine with operators and inmate firefighters and provides fire protection services to a portion of Madera County. Station #2 - Chowchilla, Station #10 - Yosemite Lakes Park, Station #11 - North Fork, Station #14 - Bass Lake, Station #15 - Raymond, Station #16 - Ahwahnee, Station #17 - O’Neals, and Station #18 - Cedar Valley are staffed entirely by Paid Call Firefighters (PCFs).

The Madera County Fire Department is administered and managed through a cooperative agreement with the California Department of Forestry and Fire Protection (CAL FIRE). They provide fire protection services to the western two-thirds of the County, while the eastern third of the County is protected by the U.S. Forest Service (Sierra National Forest). The contract for fire services between the County and State has existed since 1928. Currently, the County and CAL FIRE have two principal agreements which constitute the contract for services: (1) Schedule "A" Agreement (PRC-4142), and (2) Schedule "A" Amador Agreement (PRC-4144). Therefore, the County contracts with CAL FIRE to staff County fire stations year-round; and to staff a CAL FIRE engine at CAL FIRE Ahwahnee, Bass Lake, Raymond, and Rancheria Fire stations for the “Amador Plan” period, typically from November 15<sup>th</sup> to May 15<sup>th</sup>, improving the County’s response during the winter period when CAL FIRE is down-staffed.



### **COMMENTS (continued)**

#### **Fire Department Description (continued)**

The Amador Plan allows the County to utilize the CAL FIRE Fire Captains and Fire Apparatus Engineers (operators) at no charge when they are not on vacation, at training, out sick or injured during the Amador period. Since CAL FIRE requires a minimum two-person staffing at each Amador station during the Amador period, the County funds two additional seasonal Fire Fighter I positions per station.

The Madera County Fire Department's automotive fleet consists of 62 vehicles, including ladder trucks, fire engines of varying capacities, water tenders, squads, fire ladder trucks, a hazardous material tow vehicle and trailer, Mobile Support Unit, and support vehicles.

In May 1993, Madera County and the City of Madera entered into an automatic aid agreement which provides for automatic responses of County apparatus into the City and City apparatus into the surrounding unincorporated areas of the County.

#### **Fire Department Functions**

The Fire Department is organized into six main functional divisions:

1. Administration: department management, personnel management, procurement, budgeting, cost accounting, and facilities.
2. Operations: emergency and non-emergency public services.
3. Training: training needs assessment, theory and principles presentation, skills development, and in-service & out-service program coordination.
4. Prevention: education and information, hazard reduction, fire cause determination, and investigation.
5. Communications: dispatch of personnel and equipment, coordination of emergency resources, and incident support.
6. Fleet Management: equipment repair and maintenance.

**COMMENTS (continued)**

**II. FIRE DEPARTMENT'S WORK PROGRAM**

The primary duty of the Madera County Fire Department is to respond to calls for assistance from the public. These calls are unscheduled, mostly unpredictable, and therefore difficult to plan around. In addition to emergency responses, the Fire Department does maintain several staff programs designed to reduce the frequency of unwanted fire, to enhance fire suppression efforts and to reduce losses from fires that do occur. These programs include: Emergency Dispatching, Arson Investigation, Fire Prevention Information and Education, Childhood Education Programs, Occupancy Inspections, Weed Abatement, Fire Training, Pre-Fire Planning, and Automotive Maintenance and Repair.

All Fire Department staff have responsibilities that extend beyond emergency response.

**Paid Call Firefighters**

The Madera County Fire Department continues to be concerned about Paid Call Firefighter (PCF) participation and response. Reduced PCF participation has become especially prevalent during fire season when several dependable responders and Resident Apprentices are lost to seasonal firefighter positions elsewhere in the State.

**Residence Apprentice Program**

This program allows people who do not live in Madera County the opportunity to stay at our fire stations and respond to calls with our operators. They exceed the Fire Department's training standards for PCFs and participate in training, equipment preparation, and cleanup. Their presence improves firefighter safety and enables the department to be more effective at most incidents.

**ADDITIONAL COMMENTS CONCERNING CAL FIRE COOPERATIVE AGREEMENT**

The CAL FIRE contract for FY 2019-20 is in the third year of a four-year contract and it includes the following items:

- The current staff benefit rate for CAL FIRE Peace Officer/Firefighter (POF) staff is estimated at 88.27%.
- The current staff benefit rate for CAL FIRE POF Extended Duty Week Compensation (EDWC) staff is estimated at 51.46%.
- The current CAL FIRE administrative rate is estimated at 12.47%.
- The contract estimates an annual increase of 5% for each year of the agreement.

**FIRE DEPARTMENT**

**COMMENTS (continued)**

**III. WORKLOAD**

<u><b>STATIONS</b></u>	<u><b>CY 2016*</b></u>	<u><b>CY 2017*</b></u>	<u><b>CY2018*</b></u>	<u><b>CY2019*</b></u>
<b><u>Battalion 13 (Madera Battalion)</u></b>				
Station #1 Madera (Company 1) CAL FIRE Staffed	994	1,061	1,410	1339
Station #2 Chowchilla (Company 2)	338	447	419	187
Station #3 Madera Acres (Company 3) CAL FIRE Staffed	1,001	978	936	987
Station #5 Central California Women's Facility (Company 5) CCWF Staffed	437	541	463	835
Station #7 Tesoro Viejo(Company 7) CAL FIRE Staffed				316 (8/24/18)
Station #9 Rolling Hills (Company 9) CAL FIRE Staffed	288	343	327	320
Station #19 Bonadelle (Company 19) CAL FIRE Staffed	779	722	727	620
<b><u>Battalion 4214 (Ahwahnee Battalion)</u></b>				
Station #12 Oakhurst (Company 12) CAL FIRE Staffed	851	585	872	819
Station #14 Bass Lake (Company 14)	269	248	220	111
Station #15 Raymond (Company 15)	127	159	95	131
Station #16 Ahwahnee (Company 16)	361	186	285	24
Station #18 Cedar Valley (Company 18)	209	257	180	196
<b><u>Battalion 4215 (Coarsegold Battalion)</u></b>				
Station #8 Indian Lakes (Company 8) (Casino) CAL FIRE Staffed	503	526	532	687
Station #10 Yosemite Lakes Park (Company 10)	399	563	497	270
Station #11 North Fork (Company 11)	352	166	316	251
Station #17 O'Neals (Company 17)	<u>189</u>	<u>144</u>	<u>136</u>	<u>12</u>
<b>TOTAL FOR COUNTY STATIONS</b>	<b><u>7,097</u></b>	<b><u>6,926</u></b>	<b><u>7,415</u></b>	<b><u>7,018</u></b>

\*Responses to all fire and non-fire calls.

**FIRE DEPARTMENT**

<b>STATIONS (continued)</b>	<b><u>CY 2016*</u></b>	<b><u>CY 2017*</u></b>	<b><u>CY2018*</u></b>	<b><u>CY2019*</u></b>
<b>*AMADOR Stations (Amador coverage period only)</b>				
Ahwahnee CAL FIRE	130	170	464	399
Bass Lake CAL FIRE	78	132	423	270
Rancheria CAL FIRE	182	148	464	506
Raymond CAL FIRE	<u>45</u>	<u>59</u>	<u>230</u>	<u>163</u>
<b>TOTAL FOR CAL FIRE STATIONS</b>	<b>435</b>	<b>509</b>	<b>1,581</b>	<b>1,338</b>
<b>TOTAL FOR ALL STATIONS</b>	<b>7,532</b>	<b>7,435</b>	<b>8,996</b>	<b>8,356</b>

\*Responses to all fire and non-fire calls.

**III. STAFFING**

**Extra Help - Weed Abatement Officer**

The Extra Help Weed Abatement Officer position is responsible for conducting inspections, issuing notices, scheduling contract disking, and preparing the report to the County Tax Collector. This position also maintains records of County disking for reimbursement purposes. A considerable amount of time is expended by this position handling citizen and homeowner complaints. In order to properly address this program, one person needs to be assigned, full time, during the high activity months. Extra Help funding enables the department to assign an individual to this program with no other responsibilities, lending consistency to the program and reducing the potential for complaints requiring action by the Board of Supervisors.

**FIRE DEPARTMENT**

**STAFFING - (CAL FIRE) (Schedule A Staff)**

**CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE) STAFFING PAID BY MADERA COUNTY**

**Current CAL FIRE Positions**

- (3) Captains
- (3) Engineer
- (1) Captain
- (2) Engineers
- (2) Captain
- (4) Engineers
- (2) Captain
- (4) Engineer
- (1) Captain
- (2) Engineers
- (2) Battalion Chief
- (1) Captain
- (2) Communication Operators
- (1) Office Technician (half-time)
- (1) Office Technician (half-time)

**Duty Station**

- Station #1 Madera - Company 1
- Station #1 Madera - Company 1
- Station #3 Madera Acres - Company 3
- Station #3 Madera Acres - Company 3
- Station #9 Rolling Hills - Company 9
- Station #9 Rolling Hills - Company 9
- Station #12 Oakhurst - Company 12
- Station #12 Oakhurst - Company 12
- Station #19 Bonadelle - Company 19
- Station #19 Bonadelle - Company 19
- Operations and Administrative BC
- Madera – Training
- Mariposa - Emergency Command Center
- Mariposa - Support Services
- Mariposa - Support Services

**III. REVENUE**

The Madera County Fire Department generates revenue primarily from four sources: suppression cost collection for negligently caused fires; Federal and State reimbursement for County equipment and personnel used to fight State and Federal responsibility fires; Weed Abatement program; and CSA 22 Zone “B”. The following is a breakdown of the actual and anticipated revenues generated by the Fire Department:

**ESTIMATED REVENUES**

**654000**      **State - Other** (\$300,000) is recommended and represents the projected reimbursements for County equipment response to State fires.

## FIRE DEPARTMENT

### **ESTIMATED REVENUES (continued)**

- 655000**      **Federal – Other** (\$447,105) represents new funding from the FEMA – Staffing for Adequate Fire and Emergency Response (SAFER) grant, which the County received on February 2019, for financial assistance in hiring 1 Fire Fighter FTE.
- 662700**      **Other Charges for Services** (\$62,000) is recommended unchanged for Suppression Cost Collection and Madera County Weed Abatement.
- 673000**      **Miscellaneous Revenue** (\$5,000) is recommended increased \$2,500 for other reimbursement and miscellaneous revenue.
- 680200**      **Operating Transfers In** (\$420,000) reflects the projected reimbursements received from CSA 22 Zone of Benefit “B” for fire services.

### **SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$271,231) is recommended increased \$4,494 based on the cost of recommended staffing.
- 710103**      **Extra Help** (\$122,400) is recommended decreased for approximately five to six months of extra-help staff to assist in the Weed Abatement Program. The weed abatement officer has been with the County for several years, this increase reflects step, and salary increases through the years.
- 710104**      **Extra Help – PCFs** (\$262,155) is recommended decreased \$267,845 for PCFs to respond to all emergency calls, and all mandated training. This budgeted amount was initially set on the prediction of PCF response, increasing with pay for all emergency calls. PCF response did not increase as projected. The new amount is set from last year's actual expenditures.
- 710200**      **Retirement** (\$102,828) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$53,615) reflects the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$77,813) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

## FIRE DEPARTMENT

### SERVICES & SUPPLIES

- 720200**      **Clothing & Personal Supplies** (\$150,000) is recommended increased \$28,250 to accommodate for new and required replacement clothing (helmets, face shields, goggles, turnout jackets and pants, nomex jackets and pants, boots, gloves, and personal alarms) for approximately 100 volunteers and 38 permanent staff. The need for the increase of the clothing fund needs to be \$150,000. The \$24,000 is a step to get to where the department needs to be to outfit the career and volunteer staff. Safety Gear is a consumable item and mandatory for every career and PCF employee. This amount will fund four complete sets of safety ensembles a year. The department should be replacing 20 sets per year to keep up with the ten-year rotation of the safety gear and to fall under NFPA and manufacturer standards. The cost of safety gear has increased 50% over the last few years. The department has not purchased gear or equipment on a regular basis and is currently out of safety compliance on a majority of personal protective equipment requiring the need to develop a replacement schedule. To completely outfit individuals with the required CAL-OSHA clothing, the cost is approximately \$8,000 each. The department currently does not have the means to purchase safety gear to keep up with recruitment and retention of PCFs. Approximately \$1,750 of this budget is for the County Shop Personnel's uniform service; the remainder is for firefighting personal protective gear.
- 720300**      **Communications** (\$31,630) is recommended increased by \$500 for all telephone costs at 15 stations and Headquarters, cell phone service, internet, and wireless data transfer. The large increase is to reflect total expenses and addition of a new fire station.
- 720305**      **Microwave Radio Services** (\$64,337) is recommended decreased \$5,553 for the Fire Department's pro-rata share of the County's Microwave Radio Service, allowing use of a local emergency frequency.
- 720500**      **Household Expense** (\$25,000) is recommended increased \$4,696 for consumable household supplies, and for replacement of items such as dishes, cooking utensils, towels, and sheets, and other household expenses and refuse disposal. The last two increases in this account were in FY 2009/10 and FY 2016/17.
- 720600**      **Insurance** (\$45,990) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance – Equipment** (\$480,677) is recommended increased \$11,926 to accommodate for fuel and maintenance of new ladder trucks and various types of automotive equipment, maintenance of generators, mobile radios, and rescue and office equipment. A breakdown of this account is as follows:

General Vehicle Maintenance - \$409,415 to purchase fuel, oil, tires, batteries, parts, repairs, etc.

**SERVICES & SUPPLIES (continued)**

**720800      Maintenance – Equipment (continued)**

Equipment Maintenance - \$43,008 to maintain pumps, generators, firefighting/office equipment, and breathing apparatus.

Mobile Radio and Pager - \$23,175 to maintain mobile radios and pagers.

Vehicle Rebuilding - \$5,080 to rebuild projects as allowed or for additional vehicle maintenance.

**720900      Maintenance - Structures and Grounds** (\$76,702) is recommended for maintenance and repairs at the fire Stations; this equates to \$3,720 per station, this also equates to real cost for needed repairs to buildings. This is an item that needs to be increased because of aging fire stations that are becoming a state of disrepair.

**721100      Memberships** (\$15,000) is recommended unchanged based on current expenditures for the California State Firemen’s Association membership and required insurance through Myers Stevens Tooley for all of the 165 volunteer firefighters. This membership provides the volunteers with an enhanced disability insurance program should they be injured while performing their duties as a volunteer.

**721300      Office Expense** (\$14,580) is recommended increased \$229 for the addition of a new fire station, for the printing of weed abatement notices, general office supplies, copying costs, and minor computer supplies and equipment. Approximately \$800 of this account provides funds to mail weed abatement notices.

**721400      Professional & Specialized Services** (\$37,600) is recommended for the following programs:

Weed Abatement Program - \$15,000 to contract for the removal of weeds; the costs are reimbursed by the property owners.

Automatic-Aid-Firebaugh Contract - \$12,000 to pay the Firebaugh Fire Department on a per-call basis for the Eastside Acres area. Costs are based on a 3-year average of calls at \$250 per call. This cost of service has increased by \$50.00 per call with Firebaugh City. The last increase for this call for assistance was in 2010.

Paid Call Firefighter Physical - \$10,600 for respiratory exams and physicals.

Station 11 Property Tax - \$2,120 per MCC# 10028-C-2013 established between the North Fork tribe and Madera County.



**SERVICES & SUPPLIES (continued)**

**721460**      **Professional & Specialized – CAL FIRE Cooperative Agreement** (\$5,326,462) is recommended decrease of \$186,007 over the prior year for projected costs related to the Cooperative Agreement. The department will leave two positions unfilled to close the budget gap as the department has had uncontrolled cost increases in supplies.

**RECAP OF State CAL FIRE Schedule A Cooperative Agreement Request:**

Permanent Salaries & Benefits (\$4,352,788) reflects the cost of CAL FIRE staffing for Station #1 - Madera, Station #3 - Madera Acres, Station #9 - Rolling Hills, Station #19 - Bonadelle, Station #12 - Oakhurst, and clerical and dispatch staff at CAL FIRE Madera-Mariposa-Merced Headquarters in Mariposa.

Hazmat Differential Pay – included with staffing salary information listed above. It is for staff who are certified by the California Specialized Training Institute by fulfilling their required 240 hours of training. This must be completed to be a part of the Madera County Fire Hazardous Material Mitigation response team. These team members are also required 60 hours of ongoing training to remain members of the team.

Uniform Allowance (\$43,409).

Overtime – Unplanned (\$273,039)

Travel, Training and Office Expense (\$15,477)

Administration Charge (\$641,749) for the various administrative costs the State incurs in the operation of CAL FIRE Cooperative Agreements which includes Statewide Pro Rata and CAL FIRE Indirect Costs. The 2019-20 administration charge is 12.47%.

Amador Stations and Support Command Cost (\$311,365) is requested increased \$14,827 due to a projected reduction in County costs for the Amador Plan Stations (CAL FIRE Ahwahnee, Bass Lake, Rancheria and Raymond), with two-person staffing at each of the four stations. The Amador Stations were established in 1999-2000. These funds pay for CAL FIRE seasonal Fire Fighter I's during the Amador period (non-fire season). A 12.47% administrative charge is also included in this account.

**SERVICES & SUPPLIES (continued)**

**721500**      **Publications & Legal Notices** (\$1,200) is recommended unchanged for weed abatement notices and recruitment of Paid Call Firefighters.

**721600**      **Rents & Leases – Equipment** (\$8,000) is recommended unchanged to accommodate for the rental of copiers and oxygen cylinder bottles.

**721700**      **Rents & Leases – Buildings** (\$22,400) for the rental of the Cedar Valley and Madera Acres fire station facilities. This is a decrease of \$16,050 as there is no long any rent for the Ahwahnee station.

**721800**      **Small Tools & Instruments** (\$25,835) is recommended unchanged for necessary hand tools.

**721900**      **Special Departmental Expense** (\$109,979) reflects an increase of \$1,732 for firefighting supplies based on prior year expenditures. The major items requested in this account include the following:

Fire-Fighting Supplies - \$41,904 is recommended increased \$1,083 to purchase general supplies including ladders, nozzles, air tanks, foam, pagers, axes, valves, etc. Many of these items need to be replaced annually due to normal wear and damage. The increase also includes the addition of a new fire station and inflation of firefighting supplies.

Medical Aid Supplies - \$4,572 is recommended increased \$72 to purchase supplies to restock kits, supplies to protect against communicable disease, and supplies for the automated external defibrillators.

Automated External Defibrillators - \$7,072 is recommended increased \$112 to purchase AEDs. The Fire Department currently operates AEDs, but has a need to have enough units to place on all emergency response vehicles. These are consumable items that regularly need replacement.

Food - \$3,455 is recommended increased \$55 to purchase food to feed firefighters on extended fires when the employees and/or Paid Call Firefighters are working through meal times.

Gym Dues - \$2,235 is recommended to fund gym access to on duty firefighters. Firefighters are required to be physically fit for the work that they do and one and a half hours of physical training is required of them per day per their MOU.

## FIRE DEPARTMENT

### SERVICES & SUPPLIES (continued)

#### **721900**      Special Departmental Expense (continued)

Training Programs & Supplies - \$12,898 is recommended increased \$204 to purchase training devices and materials for the Paid Call Firefighters including: manuals, films, slides, brochures and other training aides, materials for the Fire Prevention Program and specialized training, equipment and courses, including school programs and other public relations events in the County.

Fire Hose - \$6,279 is recommended increased \$99 to purchase replacement hoses for county fire engines. This is to keep up with replacement and hopefully to divide one-time large increases.

Hazardous Materials Specialized Equipment - \$4,604 is recommended increased \$73 to purchase supplies and replacement gear for the Hazmat trailer.

Firefighter Wellness - \$5,000 is recommended to purchase firefighter wellness supplies.

**722000**      Transportation & Travel (\$3,000) is recommended increased \$1,500 for County staff travel and for PCF training and travel.

**722100**      Utilities (\$105,000) is recommended unchanged to accommodate the projected need for utilities at 14 stations and Headquarters. This increase is to offset new fire station and increasing cost. Last increase was in Fiscal Year 2015-16.

### EQUIPMENT

**740301**      Equipment > 5,000 (\$0) this \$75,000 decrease is recommend as the finance department has a plan to close the gap on the Self Contained Breathing Apparatus replacement and there is not a need for a command vehicle this year.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: FIRE PREVENTION  
(05000)  
Function: Public Protection  
Activity: Fire Protection  
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I or							
3354	Accounting Technician II	1.0	-	1.0	-	-	-	
3179	Fire Equipment Manager	1.0	-	1.0	-	-	-	
3713	Fire Master Mechanic	3.0	-	3.0	-	-	-	
3713	Parts Assistant	-	-	-	-	-	-	
<b>TOTAL</b>		<u>5.0</u>	<u>-</u>	<u>5.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

**NOTES:**

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: FIRE-CHUKCHANSI  
 INDIAN CASINO (05010)  
 Function: Public Protection  
 Activity: Fire Protection  
 Fund: General

	<b>BOARD APPROVED 2019-20</b>	<b>CAO BASELINE 2020-21</b>	<b>DEPARTMENT REQUEST 2020-21</b>	<b>CAO RECOMMENDED 2020-21</b>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
662766 FIRE-REIMBURSE INDAIN CASINO	1,022,852	1,022,852	1,073,994	1,073,994
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>1,022,852</b>	<b>1,022,852</b>	<b>1,073,994</b>	<b>1,073,994</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>1,022,852</u></b>	<b><u>1,022,852</u></b>	<b><u>1,073,994</u></b>	<b><u>1,073,994</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	14,500	14,500	14,732	14,732
720300 Communications	2,281	2,281	2,317	2,317
720500 Household Expense	3,300	3,300	3,353	3,353
720800 Maintenance - Equipment	66,600	66,600	66,600	66,600
720900 Maintenance - Structures & Grounds	3,500	3,500	3,556	3,556
721300 Office Expense	2,400	2,400	2,438	2,438
721400 Professional & Specialized Services	913,261	913,261	958,925	958,925
721800 Small Tools & Instruments	1,200	1,200	1,220	1,220
721900 Special Departmental Expense	11,810	11,810	11,810	11,810
722100 Utilities	14,369	14,369	14,369	14,369
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>1,033,221</b>	<b>1,033,221</b>	<b>1,079,320</b>	<b>1,079,320</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>1,033,221</u></b>	<b><u>1,033,221</u></b>	<b><u>1,079,320</u></b>	<b><u>1,079,320</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>10,369</u></b>	<b><u>10,369</u></b>	<b><u>5,326</u></b>	<b><u>5,326</u></b>

## FIRE - CHUKCHANSI INDIAN CASINO

### COMMENTS

In May 2003, the Madera County Fire Department started providing additional fire services that included both personnel and equipment for the Chukchansi Gold Resort and Casino service area. This increased level of service was made possible through an MOU (Memorandum of Understanding) between the County of Madera and Picayune Rancheria of Chukchansi Indians. A new fire station, Indian Lakes Fire Station #8, was completed near the Casino site in Fiscal Year 2006-07. The cost of the staffing and related expenses for this fire service was to be reimbursed by the Chukchansi Tribe, and is subject to employee compensation and administrative rate adjustments authorized by the State. On February 14, 2007, a new MOU was entered into between the County of Madera and Picayune Rancheria of Chukchansi Indians. That MOU provided for continued fire services to the Casino and the immediate area; however, it only provided for the reimbursement of salaries and employee staff benefits, and not services and supplies.

The expenditures for this budget were not listed in a separate budget until Fiscal Year 2005-06.

### ESTIMATED REVENUES

**662766**      **Fire Reimbursement Indian Casino** (\$1,073,994) reflects the projected reimbursements for actual CAL FIRE agreement costs to staff Station 8 plus a 12% county administrative overhead charge to cover the County's costs of running Station 8.

### SERVICES & SUPPLIES

**720200**      **Clothing & Personal Supplies** (\$14,732) is recommended increased \$232 for new and replacement clothing (helmets, face shields, goggles, turnout jackets and pants, nomex jackets and pants, boots, gloves, and personal alarms) for permanent and seasonal staff. The department has not purchased gear and equipment on a regular basis and is currently out of safety compliance on a majority of our personal protective equipment requiring the need to develop a replacement schedule. To completely outfit individuals with the required CAL-OSHA clothing, the cost is approximately \$8,000 each.

**720300**      **Communications** (\$2,317) is recommended increased \$36 for all telephone costs at Station #8.

**720500**      **Household Expense** (\$3,353) is recommended increased \$53 for the cost of consumable household supplies and is for replacement of items such as dishes, cooking utensils, towels, sheets, other household expenses, and refuse disposal.

## FIRE - CHUKCHANSI INDIAN CASINO

### SERVICES & SUPPLIES (continued)

**720800**      **Maintenance - Equipment** (\$66,600) is recommended unchanged for fuel and maintenance of various types of automotive equipment, maintenance of generators, mobile radios, and rescue and office equipment. This increase is for additional cost associated with the new ladder truck. A breakdown of this account is as follows:

Vehicle Rebuilding - \$35,485 for rebuild projects approved by the Board, and for additional vehicle maintenance.

Vehicle Maintenance - \$26,995 to purchase fuel, oil, tires, batteries, parts for repairs, etc.

Equipment Maintenance - \$3,090 to maintain pumps, generators, firefighting/office equipment, and breathing apparatus.

Mobile Radio and Pager - \$1,030 to maintain mobile radios and pagers.

**720900**      **Maintenance - Structures & Grounds** (\$3,556) is recommended increased \$56 for minor maintenance at fire stations. As the station ages there is a greater need for maintenance items.

**721300**      **Office Expense** (\$2,438) is recommended increased \$38 for general office and minor computer supplies and equipment. This increase will meet the real needs of this station.

**721400**      **Professional & Specialized Services** (\$958,925) is recommended increased \$45,664 over the prior year for projected costs related to the Cooperative Agreement. The requested budget from CAL Fire includes State negotiated salaries and benefits, Extended Duty Week Compensation (EDWC), uniform allowance, unplanned overtime, and State administrative charges of 12.47% for five CAL FIRE firefighters:

#### **RECAP OF State CAL FIRE Schedule A Cooperative Agreement:**

Permanent Salaries & Benefits (\$608,704) is requested at an increase of \$28,986 for CAL FIRE staffing for Station #8 Indian Lakes.

EDWC Payment (\$221,640) is requested at an increase of \$10,555 for CAL FIRE employees who work in accordance with the FLSA regulations of 72 hours per week, and their State negotiated labor agreement.

Uniform Allowance (\$9,573) is requested at an increase of \$456 to provide the uniform allowance for CAL FIRE personnel.

**SERVICES & SUPPLIES (continued)**

**721400 Professional & Specialized Services (continued)**

**RECAP OF State CAL FIRE Schedule A Cooperative Agreement (continued):**

Operating/Training Expenses (\$5,211) is requested at an increase of \$249 for general expenses and projected training costs for CAL FIRE personnel.

Overtime (Unplanned) (\$6,578) is requested increased \$314 based on a projected percentage of the CAL FIRE overtime.

Administration Charge (\$107,221) is requested at an increase of \$5,106 for the various administrative costs the State incurs in the operation of CAL FIRE Cooperative Agreements which include Statewide Pro Rata and CAL FIRE Indirect Costs. The 2019-20 administration charge is 12.47%

**721800 Small Tools & Instruments** (\$1,220) is recommended increased \$20 for necessary hand tools.

**721900 Special Departmental Expense** (\$11,810) is recommended unchanged for firefighting supplies. The general breakdown is:

Fire Fighting Supplies - \$8,435 to purchase general supplies including ladders, nozzles, air tanks, foam, pagers, axes, valves, etc. Many of these items need to be replaced annually due to normal wear and damage.

Medical Aid Supplies - \$1,015 to purchase items to restock kits, items to protect against communicable disease, and supplies for the automated external defibrillators.

Food - \$300 to purchase food to feed firefighters on extended fires when employees and/or volunteers are working through meal times.

Training Programs & Supplies - \$830 to purchase training devices and materials for PCFs including manuals, films, slides, brochures and other training aides; materials for the Fire Prevention Program and specialized training equipment; and courses, including school programs and other public relations events in the County.

Fire Hose - \$600 to purchase a new hose. This increase will provide for a replacement program.



**SERVICES & SUPPLIES** (continued)

**721900**      **Special Departmental Expense** (continued)

Hazardous Materials Specialized Equipment - \$630 to purchase supplies and gear.

**722100**      **Utilities** (\$14,369) is recommended unchanged for projected utilities expenses at Station #8.

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: FIRE-RIVERSTONE  
 (05020)  
 Function: Public Protection  
 Activity: Fire Protection  
 Fund: General

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
662712 FIRE COST RECOVERY	638,966	638,966	670,915	670,915
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>638,966</b>	<b>638,966</b>	<b>670,915</b>	<b>670,915</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>638,966</u></b>	<b><u>638,966</u></b>	<b><u>670,915</u></b>	<b><u>670,915</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	638,966	638,966	670,915	670,915
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>638,966</u></b>	<b><u>638,966</u></b>	<b><u>670,915</u></b>	<b><u>670,915</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

**COMMENTS**

Based on the 2007 Adopted Development Agreement between the County of Madera and Riverstone, the Developer shall provide fire protection equipment and staffing throughout all phases of construction.

**ESTIMATED REVENUES**

**662712**      **Fire Cost Recovery** (\$670,915) is recommended for expected reimbursements from the developer to fully offset the projected cost of three (3) firefighter staff.

**SERVICES & SUPPLIES**

**721400**      **Professional & Specialized Services** (\$670,915) is recommended increased \$31,949 over the prior year based on a 5% increase in costs related to the CAL FIRE Cooperative Agreement.

The requested budget from CAL Fire includes State negotiated salaries and benefits, Extended Duty Week Compensation (EDWC), uniform allowance, unplanned overtime, and State administrative charges of 12.47% for five CAL FIRE firefighters:

**RECAP OF State CAL FIRE Schedule A Cooperative Agreement:**

Permanent Salaries & Benefits (\$418,981) is requested for CAL FIRE staffing for Riverstone CSA 22 Zone C.

EDWC Payment (\$158,243) is requested for CAL FIRE employees who work in accordance with the FLSA regulations of 72 hours per week, and their State negotiated labor agreement.

Uniform Allowance (\$9,571) is requested to provide the uniform allowance for CAL FIRE personnel.

Training Expenses (\$5,788) is requested for estimated training expenses for staff.

Overtime (Unplanned) (\$3,946) is requested based on a projected percentage of the CAL FIRE overtime.

Administration Charge (\$74,388) is requested for the various administrative costs the State incurs in the operation of CAL FIRE Cooperative Agreements which include Statewide Pro Rata and CAL FIRE Indirect Costs. The 2019-20 administration charge is 12.47%.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: FIRE-TESORO VIEJO  
 (5030)  
 Function: Public Protection  
 Activity: Fire Protection  
 Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
662712 FIRE COST RECOVERY	1,192,001	1,192,001	1,251,602	1,251,602
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>1,192,001</b>	<b>1,192,001</b>	<b>1,251,602</b>	<b>1,251,602</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>1,192,001</u></b>	<b><u>1,192,001</u></b>	<b><u>1,251,602</u></b>	<b><u>1,251,602</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	1,192,001	1,192,001	1,251,602	1,251,602
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>1,192,001</u></b>	<b><u>1,192,001</u></b>	<b><u>1,251,602</u></b>	<b><u>1,251,602</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

**COMMENTS**

Based on the 2012 Adopted Development Agreement between the County of Madera and Tesoro Viejo, Inc., the Developer shall provide fire protection equipment and staffing throughout all phases of construction.

**ESTIMATED REVENUES**

**662712**      **Fire Cost Recovery** (\$1,251,602) is recommended for expected reimbursements from the developer to fully offset the projected cost of two (2) Full Time Equivalent (FTE) 24/7 firefighters.

**SERVICES & SUPPLIES**

**721400**      **Professional & Specialized Services** (\$1,251,602) is recommended based on the two (2) FTEs required in the development agreement, based on the stage of the project. The requested budget from CAL FIRE includes State negotiated salaries and benefits, Extended Duty Week Compensation (EDWC), uniform allowance, unplanned overtime, and State administrative charges of 12.47%.

**RECAP OF State CAL FIRE Schedule A Cooperative Agreement:**

Permanent Salaries & Benefits (\$792,122) is requested for CAL FIRE staffing for Tesoro Viejo CSA 22 Zone E.

EDWC Payment (\$299,620) is requested for CAL FIRE employees who work in accordance with the FLSA regulations of 72 hours per week, and their State negotiated labor agreement.

Uniform Allowance (\$8,682) is requested to provide the uniform allowance for CAL FIRE personnel.

Training Expenses (\$5,250) is requested for estimated training expenses for staff.

Overtime (Unplanned) (\$7,158) is requested based on a projected percentage of the CAL FIRE overtime.

Administration Charge (\$138,772) is requested for the various administrative costs the State incurs in the operation of CAL FIRE Cooperative Agreements which include Statewide Pro Rata and CAL FIRE Indirect Costs. The 2019-20 administration charge is 12.47%.

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department:

**AG. COMMISSIONER/  
WTS & MEASURES (05410)**

Function:

**Public Protection**

Activity:

**Protective Inspection**

Fund:

**General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
FINES, FORFEITURES & PENALTIES				
630200 Other Court Fines	1,000	1,000	2,000	2,000
<b>TOTAL FINES, FORFEITURES &amp; PENALTIES</b>	<b>1,000</b>	<b>1,000</b>	<b>2,000</b>	<b>2,000</b>
INTERGOVERNMENTAL REVENUE				
652200 State - Agriculture	969,109	969,109	1,075,237	1,075,237
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>969,109</b>	<b>969,109</b>	<b>1,075,237</b>	<b>1,075,237</b>
CHARGES FOR CURRENT SERVICES				
661000 Agriculture Services	374,375	374,375	396,868	396,868
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>374,375</b>	<b>374,375</b>	<b>396,868</b>	<b>396,868</b>
MISCELLANEOUS REVENUE				
672000 OTHER SALES	2,500	2,500	2,500	2,500
673000 MISCELLANEOUS	50	50	50	50
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>2,550</b>	<b>2,550</b>	<b>2,550</b>	<b>2,550</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>1,347,034</u></b>	<b><u>1,347,034</u></b>	<b><u>1,476,655</u></b>	<b><u>1,476,655</u></b>

**EXPENDITURES:**

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries	1,046,997	1,046,997	1,090,730	1,090,730
710103 Extra Help	10,080	10,080	10,981	10,981
710106 Standby & Night Premium	210	210	210	210
710200 Retirement	362,282	362,282	421,295	421,295
710300 Health Insurance	148,722	148,722	160,845	160,845

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **AG. COMMISSIONER/  
WTS & MEASURES (05410)**  
Function: **Public Protection**  
Activity: **Protective Inspection**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SALARIES & EMPLOYEE BENEFITS (continued)				
710400 Workers' Compensation Insurance	12,118	12,118	12,118	12,118
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>1,580,409</b>	<b>1,580,409</b>	<b>1,696,179</b>	<b>1,696,179</b>
SERVICES & SUPPLIES				
720100 Agricultural	10,000	10,000	5,000	5,000
720200 Clothing & Personal Supplies	250	250	250	250
720300 Communications	3,400	3,400	5,000	5,000
720500 Household Expense	125	125	150	150
720600 Insurance	2,399	2,399	2,513	2,513
720800 Maintenance - Equipment	13,000	13,000	10,000	10,000
720900 Maintenance - Bldgs	2,000	2,000	0	0
721000 Medical, Dental & Lab Supplies	500	500	1,500	1,500
721100 Memberships	4,200	4,200	4,500	4,500
721201 Shortages	50	50	50	50
721300 Office Expense	13,000	13,000	13,000	13,000
721306 Eqpt<FA Limit	50,000	50,000	40,000	40,000
721314 Comp Eqpt	25,000	0	25,000	25,000
721400 Professional & Specialized Services	9,000	9,000	27,500	27,500
721600 Rents & Leases - Equipment	5,000	5,000	5,000	5,000
721601 Rent/Lse CO	49,000	49,000	49,000	49,000
721602 Rent/Lse Other	7,510	7,510	7,500	7,500
721800 Small Tools & Instruments	500	500	500	500
721900 Special Departmental Expense	115,000	25,000	29,550	29,550
722000 Transportation & Travel	9,000	9,000	10,000	10,000
722016 Reimburse Day	400	400	400	400
722020 Central Garage Services	1,500	1,500	1,500	1,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>320,834</b>	<b>205,834</b>	<b>237,913</b>	<b>237,913</b>



COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department:

AG. COMMISSIONER/  
 WTS & MEASURES (05410)

Function:

Public Protection

Activity:

Protective Inspection

Fund:

General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
FIXED ASSETS				
740300 Equipment/Furniture	110,000	0	0	0
<b>TOTAL FIXED ASSETS</b>	<b>110,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>2,011,243</u></b>	<b><u>1,786,243</u></b>	<b><u>1,934,092</u></b>	<b><u>1,934,092</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>664,209</u></b>	<b><u>439,209</u></b>	<b><u>457,437</u></b>	<b><u>457,437</u></b>

## AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

### COMMENTS

The Agricultural Commissioner serves as the local regulatory arm of the California Department of Food and Agriculture, and the Cal-EPA Department of Pesticide Regulation. The Department is responsible for statewide programs which protect the agricultural industry, the environment, and welfare of the general public. Examples of these programs include: pesticide use enforcement; nursery and apiary (bee) inspection; standardization of fruits and vegetables; oversight of the direct marketing and organic products; activities which prevent the entry and establishment of exotic pests in the state; and compilation of crop production values and economic losses due to weather-related events.

The Sealer of Weights and Measures is mandated by state law to protect the interests of consumers and businesses by ensuring honesty and integrity in the marketplace. This is accomplished through a continuous and systematic inspection of all devices that use weight or measure as the basis of a commercial transaction. Point-of-sale (scanner) systems are also checked for accuracy; packaged products are inspected to ensure correct net contents. Virtually every transaction involving the exchange of goods, property, and service is affected in a vital way by some form of weight and measures.

### WORKLOAD

<u>Category Work</u>	<b>Man-hours Actual <u>2018-19</u></b>	<b>Man-hours Estimated <u>2019-20</u></b>	<b>Man-hours Projected Need <u>2020-21</u></b>
Pest Management*	1,583	1,600	1,200
Pest Exclusion	2,622	2,750	2,800
Pesticide Use Enforcement	12,839	14,500	16,000
Nursery and Seed Inspection	50	300	200
F & V, Organic & Certified Producers	111	125	125
Apiary Inspections	294	350	400
Crop Statistics	172	300	250
Weights & Measures	1,172	3,500	3,000

\*Includes GWSS Insect Trapping Program

## AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

### ESTIMATED REVENUES

- 630200**      **Court Fines** (\$2,000) is recommended increased \$1,000 for expected fine revenue.
- 652200**      **State - Agriculture** (\$1,075,237) is recommended increased \$106,128 for expected state agriculture funding.
- 661000**      **Agriculture Services** (\$396,868) is recommended increased \$22,493 for revenue from charges for agriculture services.
- 672000**      **Other Sales** (\$2,500) is recommended unchanged for revenue from sales.
- 673000**      **Miscellaneous** (\$50) is recommended unchanged for miscellaneous revenue.

### SALARIES & EMPLOYEE BENEFITS

- 710102**      **Permanent Salaries** (\$1,090,730) is recommended increased \$43,733 based on the cost of current staffing, and includes step and longevity increases for existing staff.
- 710103**      **Extra Help** (\$10,981) is recommended increased \$901, based on current staffing.
- 710106**      **Standby & Night Premium** (\$210) is recommended unchanged. This expense is for weekend issuance of phytosanitary certificates during peak months of July and August, quarantine inspections of out-of-state beehives for Red Imported Fire Ants, and Pesticide Use Enforcement activities.
- 710200**      **Retirement** (\$421,295) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$160,845) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$12,118) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

## AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

### SERVICES & SUPPLIES

- 720100**      **Agricultural** (\$5,000) is recommended decreased \$5,000, based on the current inventory status. This is for the gas cartridges, which are resold at cost to growers for squirrel control. These costs are fully recovered when the items are sold.
- 720200**      **Clothing & Personal Supplies** (\$250) is recommended unchanged for protective clothing, gloves, aprons, masks, etc. to ensure compliance with State safety regulations.
- 720300**      **Communications** (\$5,000) is recommended increased \$1,600, based on current cost for telephone services and phone replacements. The replacement phones are for phones that are no longer working and not repairable.
- 720500**      **Household Expense** (\$150) is recommended slightly increased by \$25 for the cost of laundering coveralls, and to purchase hand wipes, new shop rags, and to replenish miscellaneous supplies.
- 720600**      **Insurance** (\$2,513) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$10,000) is recommended decreased by \$3,000 for state certifications, tires, safety repairs, and routine servicing of the heavy-capacity weight truck, and repair of weights and measures provers, computers and other office equipment.
- 721000**      **Medical, Dental & Lab Supplies** (\$1,500) is recommended increased \$1,000, based on current and projected needs for the Department, including meter testing supplies.
- 721100**      **Memberships** (\$4,500) is recommended increased \$300 for the cost of required Department Head memberships in the California Agricultural Commissioners and Sealers Association, San Joaquin Valley Agricultural Commissioners and Sealers Association, National Conference on Weights and Measures, and Western Weights and Measures Association.
- 721300**      **Office Expense** (\$13,000) is recommended maintained as unchanged, for general office supplies, copier usage, and small furniture.
- 721306**      **Equipment Under Fixed Asset Limit** (\$40,000) is recommended for the cost of weights and measures equipment and trailers.
- 721314**      **Computer Equipment** (\$25,000) is recommended for the cost of replacing aging computers, software upgrades, and various hardware related to a move to a different facility.

## AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

### SERVICES & SUPPLIES (continued)

- 721400**      **Professional & Specialized Services** (\$27,500) is recommended based on the cost of device testing by Merced County for FY 2019-20, and for expenses related to administrative hearings and other services as required. Merced County possesses costly specialized testing equipment for required testing of certain devices that would not be practical for the department to purchase, based on the amount of use.
- 721600**      **Rents & Leases - Equipment** (\$5,000) is recommended unchanged for the rental of county carpool vehicles from Central Garage based on current costs.
- 721601**      **Rents & Leases - CO** (\$49,000) is recommended for Central Garage mileage costs.
- 721602**      **Rents & Leases - Other** (\$7,500) is recommended for the rental cost of the department copy machine and related costs of copies and scans.
- 721800**      **Small Tools & Instruments** (\$500) is recommended slightly unchanged, based on the need for various hand tools and inspection equipment used by this Department.
- 721900**      **Special Departmental Expense** (\$29,550) is recommended decreased by \$85,450 based on the cost of evidence-gathering materials for investigations in pesticide use enforcement and other programs, Weights & Measures annual certification seals, wire security seals and dies, meeting supply expenses, undercover Weights & Measures purchases, flagging tape, and other pest detection trapping program supplies.
- 722000**      **Transportation & Travel** (\$10,000) is recommended increased by \$1,000, based on expenses for registration fees at Commissioner/Sealer conferences, training workshops for inspectors, regional Deputy meetings, and Commissioner Association committee meetings.
- 722020**      **Central Garage Services** (\$1,500) is recommended unchanged for Central Garage Services, based on present needs.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **AG. COMMISSIONER/  
WTS & MEASURES (05410)**  
Function: **Public Protection**  
Activity: **Protective Inspection**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	1.0	-	1.0	-	-	-	
3161	Ag. and Standards Inspector I or							
3162	Ag. and Standards Inspector II or							
3163	Ag. and Standards Inspector III or							
3751	Sr Ag. and Standards Inspector or							
3510	Ag. and Standards Technician	8.0	-	8.0	-	-	-	
2120	Agricultural Commissioner/Sealer	1.0	-	1.0	-	-	-	
3166	Deputy Agricultural Commissioner	1.0	-	1.0	-	-	-	
3636	Program Assistant I or					-		
3637	Program Assistant II	2.0	-	2.0	-	-	-	
4106	Supervising Ag. and Standards Insp.	2.0	-	2.0	-	-	-	
						-		
	<b>TOTAL</b>	<b>15.0</b>	<b>-</b>	<b>15.0</b>	<b>-</b>	<b>-</b>	<b>-</b>	

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: PREDATORY ANIMAL  
 CONTROL (06200)  
 Function: Public Protection  
 Activity: Other Protection  
 Fund: General

	<u>ACTUAL 2018-19</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	60,099	82,402	76,981	76,981
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>60,099</u></b>	<b><u>82,402</u></b>	<b><u>76,981</u></b>	<b><u>76,981</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>60,099</u></b>	<b><u>82,402</u></b>	<b><u>76,981</u></b>	<b><u>76,981</u></b>

**PREDATORY ANIMAL CONTROL**

**COMMENTS**

This budget funds the costs to control predatory and nuisance animals by providing animal damage management on properties within the County of Madera. The Program is performed under contract by the Animal Damage Control Section of the United States Department of Agriculture (USDA), and funds the salary, supplies, and mileage of Trapper services for the County. The funding provides Trapper services for the County for control of predators that include bears, mountain lions, coyotes and feral pigs, as well as nuisance animals.

Since 2007-08, the Board of Supervisors has directed that funding be appropriated to provide Trapper services. The requested amount for Trapper services for 2020-21 is \$76,981, a decrease of \$5,421 from the 2019-20 approved amount due to budget reductions. USDA has stated that there will be no decrease in the service level provided.

**WORKLOAD**

	<u>7/1/17 – 6/30/18</u>	<u>7/1/18-6/30/19</u>
ACRES WORKED	10,662	26,524
PROPERTIES WORKED	472	318
SPECIALIST HOURS	1,447	1,721
DAMAGE REPORTED	\$83,799	\$84,522
ANIMALS REMOVED	107	320
TECHNICAL ASSISTANCE PROJECTS	14	81
DISEASE SAMPLES TAKEN	48	142
DIRECT CONTROL SERVICE VISITS	508	485

**SERVICES & SUPPLIES**

**721400**      **Professional and Specialized Services** (\$76,981) is recommended, a decrease of \$5,421 from FY 2019-20, for contractual annual predatory animal trapping services provided by the Animal Damage Control Section of the United States Department of Agriculture. The decrease is a result of a budget reduction. USDA has stated that there will be no decrease in the service level provided.



COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: PLANNING  
 (05900)  
 Function: Public Protection  
 Activity: Other Protection  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
LICENSES, PERMITS & FRANCHISES				
620200 Business Licenses	22,000	22,000	22,000	22,000
620500 Zoning Permits	102,000	102,000	106,000	106,000
620700 Other License & Permits				
<b>TOTAL LICENSES, PERMITS &amp; FRANCHISES</b>	<b>124,000</b>	<b>124,000</b>	<b>128,000</b>	<b>128,000</b>
FINES, FORFEITURES & PENALTIES				
630200 Other Court Fines	877,600	877,600	965,529	965,529
<b>TOTAL FINES, FORFEITURES &amp; PENALTIES</b>	<b>877,600</b>	<b>877,600</b>	<b>965,529</b>	<b>965,529</b>
INTERGOVERNMENTAL REVENUE				
654000 State - Other	71,800	71,800	361,000	361,000
662800 Interfund Revenue	702,000	702,000	730,509	730,509
670000 Interfund Revenue	0	0	14,255	14,255
<b>TOTAL FOR INTERGOVERNMENTAL REVENUE</b>	<b>773,800</b>	<b>773,800</b>	<b>1,105,764</b>	<b>1,105,764</b>
CHARGES FOR CURRENT SERVICES				
660800 Planning & Engineering Services	600,000	600,000	879,632	879,632
662804 LAFCO-REIMB FOR CO SERVICES	6,000	6,000	6,000	6,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>606,000</b>	<b>606,000</b>	<b>885,632</b>	<b>885,632</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>2,381,400</u></b>	<b><u>2,381,400</u></b>	<b><u>3,084,925</u></b>	<b><u>3,084,925</u></b>

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PLANNING  
(05900)**  
Function: **Public Protection**  
Activity: **Other Protection**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>EXPENDITURES:</u></b>				
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	1,119,743	1,119,743	1,183,574	1,183,574
710103 Extra Help	175,488	175,488	261,730	261,730
710200 Retirement	400,878	400,878	476,959	476,959
710300 Health Insurance	101,474	101,474	160,845	160,845
710400 Workers' Compensation Insurance	31,199	31,199	27,229	27,229
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>1,828,782</b>	<b>1,828,782</b>	<b>2,110,337</b>	<b>2,110,337</b>
<b>SERVICES &amp; SUPPLIES</b>				
720200 Clothing and Personal Supplies	5,000	5,000	5,000	5,000
720300 Communications	8,700	8,700	8,700	8,700
720305 Microwave Radio Services	5,991	5,991	5,991	5,991
720600 Insurance	2,648	2,648	3,009	3,009
720800 Maintenance - Equipment	8,313	8,313	8,313	8,313
721300 Office Expense	8,700	8,700	8,700	8,700
721306 Eqpt < FA Limit	0	0		
<b>SERVICES &amp; SUPPLIES (continued)</b>				
721309 Law Books	2,550	2,550	2,550	2,550
721314 Comup Equipment	0	0		
721400 Professional & Specialized Services	700,000	700,000	1,118,000	1,118,000
721500 Publications & Legal Notices	20,000	20,000	20,000	20,000
721600 Rents & Leases - Equipment	34,736	34,736	34,736	34,736
721900 Special Departmental Expense	10,500	10,500	10,500	10,500
721969 Special Departmental Expense - Graffiti Abatement	5,000	5,000	5,000	5,000
722000 Transportation & Travel	20,000	20,000	20,000	20,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>832,138</b>	<b>832,138</b>	<b>1,250,499</b>	<b>1,250,499</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: **PLANNING**  
 (05900)  
 Function: **Public Protection**  
 Activity: **Other Protection**  
 Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>2,660,920</u></b>	<b><u>2,660,920</u></b>	<b><u>3,360,836</u></b>	<b><u>3,360,836</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>279,520</u></b>	<b><u>279,520</u></b>	<b><u>275,911</u></b>	<b><u>275,911</u></b>

### **COMMENTS**

Under the jurisdiction of the Community and Economic Development Department (CED), the Planning Division's responsibility is to promote the most effective, efficient, aesthetic, and safest use of land for present and future generations of Madera County residents and visitors. The Community and Economic Development Director serves as Advisor to the Board of Supervisors concerning planning matters.

The Planning Division is charged with the preparation and periodic revision of a comprehensive long-term General Plan for the land use and physical development of the County and for the implementation of this Plan. The Division's work includes zoning and subdivision enforcement in the unincorporated area of the County, the development of specific current and long-range area planning, house numbering, mapping, public information and assistance, administration of Community Development Block Grants, applications for agricultural preserves, code enforcement, public notices and documents for the Planning Commission. The Planning Division is the lead agency for the development application process. In addition, the Planning Division serves as staff to the Local Agency Formation Commission (LAFCO).

The Planning Division is responsible for administration of the California Environmental Quality Act of 1970 in accordance with the guidelines issued by the State Secretary for Resources.

Appeals of Division decisions and public hearings on proposed subdivisions, zoning changes, etc., are heard by the Planning Commission. The Community and Economic Development Director also serves as Executive Officer of the Planning Commission, and provides technical assistance to other County Departments and agencies.

The Division administers County Affordable Housing and Economic Development Programs including Community Development Block Grant (CDBG), Neighborhood Stabilization Program (NSP), HOME Grants, Abandon Vehicle Grants and Waste Tire Grants.

### **WORKLOAD**

The California Government Code Section 65103 requires that a County Planning Division perform the following functions:

- Prepare, periodically review, and revise, as necessary, the General Plan.
- Implement the General Plan through actions including, but not limited to, the administration of specific plans, zoning and subdivision ordinances.
- Annually review the capital improvement program of the city or county and the local public works projects of other local agencies for their consistency with the General Plan, pursuant to Article 7 (commencing with Section 65400).
- Endeavor to promote public interest in commenting on and understanding the General Plan and the regulations relating to it.
- Consult and advise with public officials and agencies, public utility companies, civic, educational, professional, and other organizations, and citizens generally concerning implementation of the General Plan.
- Promote the coordination of local plans and programs with the plans and programs of other public agencies, where appropriate.
- Perform other functions as the legislative body provides, including conducting studies and preparing plans other than those required or authorized by this title.

**CED - PLANNING DIVISION**

**WORKLOAD (continued)**

	<b><u>Actual</u></b> <b><u>2018-19</u></b>	<b><u>Estimated</u></b> <b><u>2019-20</u></b>	<b><u>Projected</u></b> <b><u>2020-21</u></b>
Conditional Use Permits/Variances	26	20	20
General Plan Amendments	2	3	4
Rezoning	9	10	10
Site Plan Review	0	0	0
Specific Plans	0	0	0
Mining Permits	0	0	0
Variances (Setbacks)	17	15	15
Zoning Permits	17	20	20
Lot Line Adjustments	46	28	25
Parcel Maps	16	14	14
Subdivisions	4	2	2
House Numbers	350	390	390
Zoning Violations	325	300	300
Citations/Request for Complaints	0	0	0
Review Building Permits	889	1200	1200
Review Business Licenses	721	1182	900
Review Grading Permits	80	80	100
Public Hearings	21	20	20
Commission Meetings	12	12	12
Environmental Committee Meeting	20	20	20
Negative Declarations	25	30	30
Distressed Homes Registration	90	90	90
Distressed Homes Citations/Violations	75	60	60

**ESTIMATED REVENUES**

- 620100**      **Business License** (\$22,000) is recommended unchanged based on number of business licenses issued in 19/20 fiscal year.
- 620500**      **Zoning Permits** (\$106,000) is recommended increased \$4,000 for zoning and setback permits.
- 630200**      **Other Court Fines** (\$965,529) is recommended increased \$87,929 based on special assessments on property and Code Enforcement fines and penalties.

## CED - PLANNING DIVISION

### **ESTIMATED REVENUES (continued)**

- 654000**      **State – Other** (\$361,000) is recommended increased \$289,200 based on the Waste Tire Amnesty Grant, SB2 Grant and the Abandoned Vehicle Grant.
- 660800**      **Planning & Engineering Services** (\$879,632) is recommended increased \$279,632 for fees received for entitlement permits including land division, parcel maps, lot line adjustments, subdivision, conditional use permits, general plan amendments, rezones and environmental reviews and 2020 census work.
- 662800**      **Interfund Revenue** (\$730,509) is recommended based on the revenue for the CDBG Grant and shared salary.
- 662804**      **LAFCO-REIMB FOR CO SERVICES** (\$6,000) is recommended unchanged for charges to LAFCO for rent, utilities and staff assistance.
- 670000**      **Intrafund Revenue** (\$14,255) is recommended based on the revenue for shared salary.

### **SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$1,183,574) are recommended increased \$63,831 based on the cost of recommended staffing.
- 710103**      **Extra Help** (\$261,730) is recommended increased \$86,242 to provide staff resources when necessary to meet project deadlines, to provide in-house county counsel for the Community and Economic Development department and Planning Commission. In addition, Planning clerical staff assist the Building and Fire Safety Division of the Community and Economic Development Department and Water and Natural Resources Department. Extra help, retired annuitants are utilized to fill the need, resulting in health insurance and retirement savings. The account also funds a \$100 per meeting stipend for each of the five Planning Commissioners. The Planning Commission meets one to two times per month depending on the number of items to be heard.
- 710200**      **Retirement** (\$476,959) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$160,845) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$27,229) reflects the Division's contribution to the County's Self-Insurance Internal Service Fund.

**SERVICES & SUPPLIES**

- 720200**      **Clothing and Personal Supplies** (\$5,000) s recommended unchanged for uniform shirts issued to Code Enforcement Officers.
- 720300**      **Communications** (\$8,700) is recommended unchanged for telephone costs and for wireless connections for three (3) iPads used by the Code Enforcement Officers in the field and four (4) Smart Phones. A portion of the communication for the use of the iPads and Smart Phones (up to \$3,600) will be funded by the Waste Tire Enforcement Grant.
- 720305**      **Microwave Radio Services** (\$5,991) is recommended unchanged for the Division’s contribution to the Internal Service Fund based on the number of radios in this Division utilizing the County’s microwave radio network.
- 720800**      **Maintenance - Equipment** (\$8,313) is recommended unchanged and funds annual maintenance for folding machine.
- 721300**      **Office Expense** (\$8,700) is recommended unchanged for supplies such as paper, toner, copy ink, large envelopes for distribution and plotter paper. This line item includes all materials for special reports, projects, and day-to-day administrative activity.
- 721309**      **Law Books** (\$2,550) is recommended unchanged to fund a monthly membership for an online legal resource.
- 721400**      **Professional & Specialized Expense** (\$1,118,000) is recommended increased \$418,000 for contracts with consultants for grants and special projects; revenues offset these expenses.
- 721500**      **Publications & Legal Notices** (\$20,000) are recommended unchanged. Funds are used for publications for land use permit applications, public meetings and California Environmental Quality Act (CEQA) public hearing notices.
- 721600**      **Rents & Leases - Equipment** (\$34,736) is recommended unchanged to lease vehicles from the Central Garage, and fund the Division’s share of the business machine lease. The monthly business machine charge is \$868 plus color copies and copies in excess of the contract allowance, averaging an additional \$400 per month or a total for the year of \$15,216. The Division has five (5) vehicles – two (2) sedans, one (1) SUV and two (2) pickups. It is anticipated the Division will travel 34,000 miles, which equates to \$19,720. A portion of the mileage (up to \$14,000) will be funded by the Waste Tire Enforcement Grant.
- 721900**      **Special Departmental Expense** (\$10,500) is recommended unchanged. This account provides for the purchase of litigation reports for zoning citations (\$2,000). This account provides funds for the various studies, reports, maps, and booklets that will be assembled during this fiscal year due to high speed rail, Madera County Transportation Commission, and other studies with State Agencies (\$2,000) and miscellaneous other expenses. This account provides equipment for Code Enforcement for the Waste Tire Enforcement Grant (\$2,100); these expenses are required by the grants and will be offset by the grant funds.

**SERVICES & SUPPLIES** (continued)

- 721969**      **Special Departmental Expense - Graffiti Abatement** (\$5,000) is recommended unchanged to fund a contractual service provided by City of Madera to abate graffiti in the unincorporated areas of the County in close proximity to the City of Madera.
- 722000**      **Transportation & Travel** (\$20,000) is recommended unchanged for the cost of registration, meals, and lodging for staff attending training, out-of-County meetings, conferences, reimbursements for Planning Commission travel to meetings, and for mandatory training for the Waste Tire Enforcement Grant, which will be funded by the grant.



**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PLANNING  
(05900)**  
Function: **Public Protection**  
Activity: **Other Protection**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst	1.0	-	1.0	-	-	-	
2146	Chief of Development Services	1.0	-	1.0	-	-	-	
3183	Code Enforcement Officer I or							
3184	Code Enforcement Officer II							
4113	Code Enforcement Officer III	3.0	1.0	3.0	1.0	-	-	
4114	Supervising Code Enforcement Officer	1.0	-	1.0	-	-	-	
4104	Deputy Director of CED-Planning	1.0	-	1.0	-	-	-	
2144	Director of Comm. & Econ. Dev.	1.0	-	1.0	-	-	-	
3241	Planner I or							
3242	Planner II or							
3243	Planner III	2.0	2.0	2.0	2.0	-	-	
3306	Planning Technician or							
3518	Planning Aide	1.0	-	1.0	-	-	-	
3261	Senior Planner	2.0	1.0	2.0	1.0	-	-	
	<b>TOTAL</b>	<b>13.0</b>	<b>4.0</b>	<b>13.0</b>	<b>4.0</b>	<b>-</b>	<b>-</b>	

**NOTES:**

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: BUILDING AND FIRE SAFETY  
 INSPECTIONS (01370)  
 Function: Public Protection  
 Activity: Protective Inspection  
 Fund: General

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<b><u>ESTIMATED REVENUES:</u></b>				
LICENSES, PERMITS & FRANCHISES				
620300 Construction Permits	1,680,000	1,680,000	1,799,000	1,799,000
620700 Other Licenses & Permits	215,000	215,000	285,000	285,000
<b>TOTAL LICENSES, PERMITS &amp; FRANCHISES</b>	<b>1,895,000</b>	<b>1,895,000</b>	<b>2,084,000</b>	<b>2,084,000</b>
FINES, FORFEITURES & PENALTIES				
630200 Other Court Fines	5,000	5,000	2,500	2,500
<b>TOTAL FINES, FORFEITURES &amp; PENALTIES</b>	<b>5,000</b>	<b>5,000</b>	<b>2,500</b>	<b>2,500</b>
CHARGES FOR CURRENT SERVICES				
660800 Planning & Engineering SVCS	500,000	500,000	550,000	550,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>500,000</b>	<b>500,000</b>	<b>550,000</b>	<b>550,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>2,400,000</u></b>	<b><u>2,400,000</u></b>	<b><u>2,636,500</u></b>	<b><u>2,636,500</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	1,173,487	1,173,487	1,290,186	1,290,186
710103 Extra Help	114,248	114,248	86,721	86,721
710105 Overtime	20,000	20,000	10,000	10,000
710200 Retirement	414,790	414,790	506,039	506,039
710300 Health Insurance	219,653	219,653	239,480	239,480
710400 Workers' Compensation Insurance	72,000	72,000	73,000	73,000
710700 Uniforms	0	0	1,450	1,450
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>2,014,178</b>	<b>2,014,178</b>	<b>2,205,426</b>	<b>2,205,426</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: BUILDING AND FIRE SAFETY  
 INSPECTIONS (01370)  
 Function: Public Protection  
 Activity: Protective Inspection  
 Fund: General

	<b>BOARD APPROVED 2019-20</b>	<b>CAO BASELINE 2020-21</b>	<b>DEPARTMENT REQUEST 2020-21</b>	<b>CAO RECOMMENDED 2020-21</b>
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	12,000	12,000	10,700	10,700
720300 Communications	11,000	11,000	11,284	11,284
720600 Insurance	85,000	85,000	86,000	86,000
720800 Maintenance - Equipment	1,000	1,000	1,000	1,000
721000 Medical, Dental & Lab Supplies	250	250	250	250
721100 Memberships	1,200	1,200	1,200	1,200
721300 Office Expense	20,000	20,000	25,000	25,000
721400 Professional & Specialized Services	328,000	328,000	328,000	328,000
721500 Publications & Legal Notices	700	700	700	700
721600 Rents & Leases - Equipment	93,000	93,000	89,000	89,000
721800 Small Tools & Instruments	5,000	5,000	5,000	5,000
721900 Special Departmental Expense	5,000	5,000	5,000	5,000
722000 Transportation & Travel	32,000	32,000	40,000	40,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>594,150</b>	<b>594,150</b>	<b>603,134</b>	<b>603,134</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b>2,608,328</b>	<b>2,608,328</b>	<b>2,808,560</b>	<b>2,808,560</b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>208,328</u></b>	<b><u>208,328</u></b>	<b><u>172,060</u></b>	<b><u>172,060</u></b>

### **COMMENTS**

Under the jurisdiction of the Community and Economic Development Department (CED), the Building and Fire Safety Division is responsible for assuring the construction in Madera County adheres to the California Building and Standards Commission adopted codes. This division is a combination of the Fire Prevention for Land Development and Building Divisions and was established to provide services including plan reviews for new development and remodels, building inspections, and other necessary duties to complete the function of fire prevention for development. The Division provides minimum standards to safeguard life or limb, health, property, and public welfare by regulating and controlling structural design, construction, materials, occupancy, and location of all buildings and structures within the unincorporated area of the county.

As mandated by the State of California, Madera County has adopted the California Building Code, Title 24 which is part of the 12-part California Code of Regulations. Along with enforcing the California Building Code, the Building and Fire Safety Division enforces Madera County Ordinances and the Uniform Code for the Abatement of Dangerous Buildings. The provisions of this Code shall be administered by the Building and Fire Safety Division.

These codes shall apply to the erection, construction, enlargement, alteration, repair, relocation, conversion, occupancy, and maintenance of buildings, structures, swimming pools, solar systems, the installation of electrical wiring and appliances, plumbing, heating and cooling facilities and appurtenances necessary within the unincorporated area of the county.

The following descriptions provide a general overview of the most common permits the Division issues:

#### **Plumbing Permits**

The provisions of the California Plumbing Code apply to new construction, relocated buildings and to any alterations, repairs or reconstruction. Plumbing systems are designed and installed to the minimum standard of the California Plumbing Code. Plumbing permits vary greatly; the piping and fixtures within a single family dwelling and pools fall under Plumbing permits, as do gas lines for propane and other fuel sources.

#### **Mechanical Permits**

The provisions of the California Mechanical Code apply to all new construction, any alterations, repairs or reconstruction. Mechanical permits are required for new or replacement systems such as heating, ventilation, refrigeration systems and components. Mechanical systems are to be designed and installed to the minimum standards of the California Mechanical Code.

#### **Electrical Permits**

The provisions of the California Electrical Code apply to all new construction, relocated buildings, solar photovoltaic systems, and to alterations, repairs or reconstruction. Electrical permits are required for new or alterations to existing electrical systems. Types of electrical permits include the wiring in a new single family dwelling, an electric gate installation or a new well pump.

**COMMENTS (continued)**

**Mobile Home Permits**

Mobile homes and temporary or permanent mobile offices installed within the Madera County require a building permit for the installation of such structure, regardless of the type of installation being performed. Mobile homes will typically have several additional permits as part of the overall project. Mobile home placements usually require multiple permits; engineered foundations, exterior electrical, and exterior plumbing. All interior inspections and permitting is done through California Housing and Community Development.

**Demolition Permits**

A Demolition Permit is required for the removal of any structure, in excess of 120 square feet, located within Madera County. Demolition permits are issued in conjunction and with the approval of the San Joaquin Valley Air Pollution Control District (SJVAPCD).

**Reroof Permits**

Reroof permits are required for alteration, repairs or reconstruction of a building's roof system. Reroof permits shall meet minimum design, installation and construction standards of the California Building Code and California Residential Code.

**Sprinkler System Permits**

Provisions within the California Fire, Building and Residential Code require certain structures and occupancies to provide additional safety and protections through the installation of commercial or residential Automatic Engineered Fire Sprinkler Systems. These systems are designed and installed to the minimum standard of the National Fire Protection Association (NFPA). These permits require staff to provide a minimum of two (2) separate inspections per permit.

**Fire Alarm Permits**

Provisions within the California Fire and Building Code require certain structures and occupancies to provide additional safety and protections through the installation of Automatic Engineered Fire Alarm Systems. These systems are designed to alert occupants and emergency responders to fire or safety hazards within a structure and must meet the minimum design standards of NFPA 72. These permits normally require two (2) separate inspections.

**Fire Pump Permit**

Provisions within the California Fire Code (CFC) require dedicated and consistent fire hydrant flow rates be available. Rated Fire Pumps are designed and installed to meet these minimum NFPA and CFC standards. Fire Pump permits normally require two (2) separate inspections.

**COMMENTS (continued)**

**Underground Fire Main Permit**

Provisions within California Fire Code and NFPA require hydrant systems to be designed and installed with the capabilities to deliver the required fire flow. A minimum of three (3) inspections are required to inspect several phases of construction on this permit.

**Fireworks Booth Permit**

Safe and Sane Fireworks are permitted in Madera County in areas that fall within Local Responsibility Areas (LRA). LRA's are predominantly South and East of the Madera Canal. Fireworks booths require coordination with a non-profit entity, Madera County Fire Prevention and the State Fire Marshal's Office for licensing, permitting and inspection. Normally two (2) inspections are standard with a firework booth permit.

**Fireworks Display Permit**

Large diameter fireworks are permitted to be moved, stored and handled only by California State Fire Marshal licensed individuals. Public Fireworks displays are done several times a year within the unincorporated area of Madera County. Firing sites range from Bass Lake to Children's Hospital. These are special occasion displays usually in conjunction with 4<sup>th</sup> of July, or New Year's Eve celebrations. Each public display requires eight (8)+ hours of set up and inspection by CED-Fire staff. Emergency stand-by of Law Enforcement and/or fire station personnel is also required.

The second half of the building/fire safety/construction process is the inspection of the work. Inspections are made during certain points in the project, depending on the work that's being performed. For example, retaining walls require inspections of the footing, after block is laid and steel placed but before grouting, after backfill has been placed, and when all work is finished.

**ESTIMATED REVENUES**

- 620300**      **Construction Permits** (\$1,799,000) is recommended increased \$11,900,000 for residential and commercial building permits. Increase due to new development in Madera County.
  
- 620700**      **Other Licenses & Permits** (\$285,000) is recommended increased \$70,000 for fire and sprinkler permits. Increase due to new development in Madera County.
  
- 632000**      **Other Court Fines** (\$2,500) is recommended decreased \$500 for fees collected for life and safety issues.
  
- 660800**      **Planning & Engineer Service** (\$550,000) is recommended increased \$50,000 for fees collected from commercial and residential plan.

## CED - BUILDING AND FIRE SAFETY

### SALARIES & EMPLOYEE BENEFITS

- 710102**      **Permanent Salaries** (\$1,290,186) is recommended increased \$116,699 based on the cost of recommended salaries with the proposed staffing levels. We are requesting three extra help positions that the Division currently depends on be established as permanent positions. One Building Inspector, Account Clerk and Program Assistant. A Building Inspector request is a result of increasing demand for building inspections based on current and future community growth. The Program Assistant assists with processing of new building permits, punctual customer outreach and front counter services. The request Account Clerk position is an essential part in meeting our administrative needs. By providing our trained and experienced staff the opportunity for Full Time positions, we have better chances of retaining staff during this time of peak development. With the increase in permit and inspection activity due to the Riverstone and Tesoro Viejo developments, this recommendation is entirely revenue offset and will better meet the Division's and citizen's needs.
- 710103**      **Extra Help** (\$86,721) is recommended decreased \$27,527 to funding one extra help, full time Fire Prevention Officer, and two extra help, full time Office Assistant to assist with the accounts payable, inspection scheduling, and notices on expired permits and building violations.
- 710105**      **Overtime** (\$10,000) is recommended decreased \$10,000 to allow personnel to meet periodic demand of the development community.
- 710200**      **Retirement** (\$506,039) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$239,480) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$73,000) reflects the Division's contribution to the County's Self-Insurance Internal Service Fund.
- 710700**      **Uniforms** (\$1,450) is recommended added to payroll to compensate for staff's laundering/maintenance of required uniforms.

### SERVICES & SUPPLIES

- 720200**      **Clothing & Personal Supplies** (\$10,700) is recommended reduced \$1,300 to fund uniform shirts, rain gear, gloves, boot purchase reimbursement of 50% and hard hats for protection worn by field staff at inspection sites.



## CED - BUILDING AND FIRE SAFETY

### SERVICES & SUPPLIES (continued)

- 720300**      **Communications** (\$11,284) is recommended slightly increased \$284 for phone service at the Bass Lake Office; cellular phones for improving effectiveness and efficiency of the division and customer service. Additionally, data plans for four (4) tablet PCs are utilized to allow access to building codes by Building Inspectors to work more effectively in the field and allow electronic communication with the public from any Wi-Fi supported zone.
- 720600**      **Insurance** (\$86,000) reflects the Division's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$1,000) is recommended unchanged for maintenance of equipment, printers and computers.
- 721000**      **Medical, Dental & Laboratory Supplies** (\$250) is recommended unchanged for purchase of first-aid supplies for each of the Building and Fire Inspector's vehicles.
- 721100**      **Memberships** (\$1,200) is recommended unchanged for membership dues for the International Code Council, the California Building Officials, the California Building Officials Association of California, the Yosemite Chapter of the International Code Council, and for additional estimated membership requirements needed for Division's personnel to attend code training, which is State-mandated.
- 721300**      **Office Expense** (\$25,000) is recommended increased \$5,000 for the purchase of new code books and training manuals for the updated Building Codes, printed forms, office supplies, computer supplies, printer paper, and office equipment.
- 721400**      **Professional & Specialized Services** (\$328,000) is recommended unchanged for use of outside contractors for specialized plan checking and inspectors when the workload exceeds staffing, (Interwest Consulting Group and Salem Engineering Group), as well as the technical support services from Computronix for the maintenance of the POSSE database.
- 721500**      **Publications and Legal Notices** (\$700) is recommended unchanged for public notices of Fee Increases and Relocation Hearings which are required per state law.
- 721600**      **Rents & Leases - Equipment** (\$89,000) is recommended decreased \$4,000 to lease vehicles from the Central Garage, and for the business machine lease. The division has eleven vehicles.
- 721800**      **Small Tools & Instruments** (\$5,000) is recommended unchanged to provide for the Division's need for equipment such as ladders, toolboxes, flashlights, and tools needed to carry out inspections.

**SERVICES & SUPPLIES (continued)**

**721900**      **Special Departmental Expense** (\$5,000) is recommended unchanged to purchase batteries for GPS units, cameras, other minor special needs expenses, and the estimated cost for the Building Official's certification renewals.

**722000**      **Transportation & Travel** (\$40,000) is recommended increased \$8,000 for CASp training and certification (mandated training for the permit and inspection staff), and training on the new California Building Codes which went into effect January 1, 2020. New codes take effect every three years, and during the code cycle, amendments and code changes take place, which require continual training on the codes for all staff. Staff will utilize electronic technology and local training when possible to minimize County costs. In addition, per Health & Safety Code Section 18949.29, 45 hours of continuing education are required every three years for Building Officials, Plans Examiners, Permit Technicians and Building Inspectors.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **BUILDING  
INSPECTIONS (01370)**  
Function: **General**  
Activity: **Property Management**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst	1.0	-	1.0	-		-	
3151	Building Inspector I							
3152	Building Inspector II							
4119	Building Inspector III	5.0	-	5.0	-		-	
3150	Supervising Building Inspector	1.0	-	1.0	-		-	
4103	Deputy Director of CED-Building and Fire Safety	1.0	-	1.0	-		-	
4211	Plan Checker I							
4212	Plan Checker II							
4213	Plan Checker III	3.0	-	3.0	-		-	
4214	Supervising Plan Checker	1.0	-	1.0	-		-	
3602	Account Clerk			-				
3636	Program Assistant I or			-				
3637	Program Assistant II							
3418	Permit Technician	2.0	-	2.0	-		-	
3513	Senior Permit Technician	1.0	-	1.0	-		-	
3377	Business Systems Information Analyst I	1.0	-	1.0	-		-	
3378	Business Systems Information Analyst II							
3154	Fire Prevention Officer	2.0	-	2.0	-		-	
<b>TOTAL</b>		<b>18.0</b>	<b>-</b>	<b>18.0</b>	<b>-</b>		<b>-</b>	

**NOTES:**

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**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: WATER AND  
NATURAL RESOURCES (05950)  
Function: Public Protection  
Activity: Development and Implementatio  
Fund: General

	<b>BOARD APPROVED 2019-20</b>	<b>CAO BASELINE 2020-21</b>	<b>DEPARTMENT REQUEST 2020-21</b>	<b>CAO RECOMMENDED 2020-21</b>
<b><u>ESTIMATED REVENUES:</u></b>				
<b>MISCELLANEOUS REVENUE</b>				
620704 Environmental Health Permits	0	14,000	14,000	14,000
654501 State - Water Grant	2,600,000	1,350,000	1,350,000	1,350,000
662801 Interfund Revenue	146,559	2,240,000	2,240,000	2,240,000
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>2,746,559</u></b>	<b><u>3,604,000</u></b>	<b><u>3,604,000</u></b>	<b><u>3,604,000</u></b>
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	354,542	421,783	421,783	421,783
710200 Retirement	122,679	160,102	160,102	160,102
710300 Health Insurance	37,137	77,945	77,945	77,945
710400 Workers' Compensation Insurance	1,847	1,847	1,847	1,847
<b><u>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</u></b>	<b><u>516,205</u></b>	<b><u>661,677</u></b>	<b><u>661,677</u></b>	<b><u>661,677</u></b>
<b>SERVICES &amp; SUPPLIES</b>				
720300 Communications	3,600	4,000	4,000	4,000
720600 Insurance	135	135	135	135
721100 Memberships	5,500	12,000	12,000	12,000
721300 Office Expense	8,000	19,100	19,100	19,100
721400 Professional & Specialized Services	2,400,000	2,826,788	2,826,788	2,826,788
721600 Rents & Leases	0	6,700	6,700	6,700
721900 Special Departmental Expense	3,000	3,000	3,000	3,000
722000 Transportation & Travel	16,000	37,500	37,500	37,500
<b><u>TOTAL SERVICES &amp; SUPPLIES</u></b>	<b><u>2,436,235</u></b>	<b><u>2,925,623</u></b>	<b><u>2,925,623</u></b>	<b><u>2,925,623</u></b>
<b>LOANS</b>				
790600 HCD Loans	0	16,700	16,700	16,700
<b><u>TOTAL LOANS</u></b>	<b><u>0</u></b>	<b><u>16,700</u></b>	<b><u>16,700</u></b>	<b><u>16,700</u></b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>2,952,440</u></b>	<b><u>3,604,000</u></b>	<b><u>3,604,000</u></b>	<b><u>3,604,000</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>205,881</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## WATER AND NATURAL RESOURCES

### COMMENTS

On May 3, 2016, the Board of Supervisors established the Department of Water and Natural Resources. The Department of Water and Natural Resources is primarily responsible for developing and implementing County policy and activities regarding surface water, groundwater and watershed management. The Department of Water and Natural Resources also acts as the County's facilitator and collaborator with various committees, organizations and stakeholders regarding water and natural resources issues. The Department of Water and Natural Resources is organized, managed, directed, and overseen by the Office of Development Services.

A significant amount of the Department of Water and Natural Resources' activities concern the Sustainable Groundwater Management Act. Madera County is comprised of three basins, designated by the CA Department of Water Resources as critically over drafted and "high priority": (1) the Chowchilla Subbasin, (2) the Madera Subbasin and (3) a portion of the Delta-Mendota Subbasin. Each of these subbasins submitted a Groundwater Sustainability Plan (GSP) by January 31, 2020, and these basins are required to achieve "sustainability" by the year 2040.

### EXPECTED REVENUES

- 620704**      Environmental Health Permits (\$14,000) is recommended increased \$14,000 for department's projects portion of permit fees and will only be utilized for county wide supplies and services.
- 654501**      State – Water Grant (\$1,350,000) is recommended. Reimbursement of Prop 68 \$1,000,000, Bureau of Reclamation \$150,000 and SALC \$200,000.
- 662801**      Interfund Revenue (\$2,240,000) is recommended funded for reimbursement of countywide services.

### SALARIES & EMPLOYEE BENEFITS

- 710102**      Permanent Salaries (\$421,783) are recommended increased \$67,241 for the cost of Water and Natural Resources Staff.
- 710200**      Retirement (\$160,102) is recommended increased \$37,423 for the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      Health Insurance (\$77,945) is recommended increased \$40,808 based on the employer's share of health insurance premiums.

## WATER AND NATURAL RESOURCES

### **SALARIES & EMPLOYEE BENEFITS (continued)**

**710400**      **Workers' Compensation** (\$1,847) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### **SERVICES & SUPPLIES**

**720300**      **Communications** (\$4,000) is recommended increased \$400 based on the projected cost of communications of this Department due to increased staff and new workspace.

**721100**      **Memberships** (\$12,000) is recommended increased \$6,500 to fund memberships needed for Department personnel.

**721300**      **Office Expense** (\$19,100) is recommended increased \$11,100 to provide for general office supplies for initial set up of new and continuing department workspace.

**721400**      **Professional & Specialized Expense** (\$2,826,788) is recommended increased \$426,788 to fund development and activities of the Groundwater Sustainability Plan, which will be partially reimbursed by grant funds.

**721600**      **Rents & Leases** (\$6,700) is recommended increased \$6,700 based on projected costs of printer services for the department.

**721900**      **Special Departmental Expense** (\$3,000) is recommended unchanged to fund personal protective equipment and boots.

**722000**      **Transportation & Travel** (\$37,500) is recommended increased \$21,500 to provide funds for in County and Out-of-County travel and training for the Department due to increased staff.

**770100**      **Intrafunds** (\$16,700) is recommended increased \$16,700 for IT related tickets and inquires.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **WATER AND  
NATURAL RESOURCES (05950)**  
Function: **Public Protection**  
Activity: **Development and Implementation**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
2147	Director of Water & Natural Resources	1.0	-	1.0	-	-	-	
4116	Dep. Dir. of Water & Natural Resources	1.0	-	1.0	-	-	-	
4217	Water Resources Specialist I	-	-	1.0	-			A
4218	Water Resources Specialist II	-	-	1.0	-			B
4219	or Water Resources Specialist III	-	-	-	-			
3205	Administrative Analyst I	-	-	2.0	-			C
3636	Program Assistant I	-	-	1.0	-			D
3836	Senior Grounds/Flood Control Maint Worker	-	-	1.0	-			E
<b>TOTAL</b>		<b>2.0</b>	<b>-</b>	<b>8.0</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**NOTES:**

- A** One (1) Water Resource Specialist I is recommended for mapping, water projects, monitoring and assessing wells and billing
- B** One (1) Water Resource Specialist II/III is recommended for administering grants and overseeing flood control activities
- C** Two (2) Administrative Analyst I are recommended for grant work, overseeing billing, HR and Payroll  
(one for Water & Natural Resources (GSA) and one for Flood)
- D** One (1) Program Assistant I is recommended for billing, administrative duties, website upkeep and all other financial duties of the department
- E** One (1) Senior Grounds/Flood Control maintenance Worker is recommended to assist department with field inspections of flood control facilities.

The increased workload required is due to an increase in mapping, monitoring, billing, administrative duties and other required regulations as a result of becoming a groundwater sustainability agency.



COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: FLOOD CONTROL  
 (15010)  
 Function: Flood Control  
 Activity: FCWCA  
 Fund: Enterprise Fund

	<u>ACTUAL</u> <u>2018-19</u>	<u>BOARD</u> <u>APPROVED</u> <u>2019-20</u>	<u>ADJUSTED</u> <u>BUDGET</u> <u>2019-20</u>	<u>CAO</u> <u>BASELINE</u> <u>2020-21</u>
Beginning Balance	0	83,675	83,675	101,956 *
<b><u>ESTIMATED REVENUES:</u></b>				
610100 Cur Sec Prop Tax	194,088	214,000	214,000	214,000
610200 Cur Unsecured Prop Tax	2,159	1,100	1,100	1,100
610300 Prior Secured Prop Tax	-78	100	100	100
610400 Prior Unsecured Prop Tax	127	250	250	250
610600 Cur Supplemental Prop Tax	7,978	3,100	3,100	3,100
610700 Prior Supplemental Prop Tax	1	50	50	50
610904 Timber Yield Tax	86	0	0	0
640101 Interest on Cash	4,554	550	550	550
652900 ST - H/O Prop Tax	2,120	2,200	2,200	2,200
654535 ST - Grant	306,467	3,516,000	3,516,000	3,516,000
659010 RDA Pass Thru	40,651	42,000	42,000	42,000
673000 Miscellaneous Revenue (FEMA)	0	10,000	10,000	10,000
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b>558,154</b>	<b>3,789,350</b>	<b>3,789,350</b>	<b>3,789,350</b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720100 Agriculture	0	1,500	1,500	1,500
721400 Professional & Specialized Services	330,496	3,696,245	3,452,029	3,355,029
721427 Property Tax Admin	4,414	4,500	4,500	4,500
SERVICES & SUPPLIES (continued)				
721900 Special Departmental Expense	13,972	24,221	24,221	24,221
740301 Fixed Asset > \$5,000	0	0	0	97,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>348,883</b>	<b>3,726,466</b>	<b>3,482,250</b>	<b>3,482,250</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: FLOOD CONTROL  
 (15010)  
 Function: Flood Control  
 Activity: FCWCA  
 Fund: Enterprise Fund

	<u>ACTUAL</u> <u>2018-19</u>	<u>BOARD</u> <u>APPROVED</u> <u>2019-20</u>	<u>ADJUSTED</u> <u>BUDGET</u> <u>2019-20</u>	<u>CAO</u> <u>BASELINE</u> <u>2020-21</u>
OTHER EXPENSES				
770100 Intrafund Transfer	0	0	146,559	146,559
<b>TOTAL OTHER EXPENSES</b>	<b>0</b>	<b>0</b>	<b>146,559</b>	<b>146,559</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>348,883</u></b>	<b><u>3,726,466</u></b>	<b><u>3,628,809</u></b>	<b><u>3,628,809</u></b>
<b><u>USE OF FUND BALANCE (EXP-REV)</u></b>	<b><u>(209,271)</u></b>	<b><u>(62,884)</u></b>	<b><u>(160,541)</u></b>	<b><u>(160,541)</u></b>

This is not a General Fund Budget

\*Represents the Estimated Projected Fund Balance on June 30, 2018; the balance is subject to change due to expenses that may be accrued until June 30, 2018, which have not yet been processed.

## FLOOD CONTROL

### COMMENTS

The Flood Control Services budget (created in 1984-85 to reflect the County's participation in flood control work for the Flood Control and Water Conservation Agency) provides funding for flood control work completed either by contract or by staff. This Budget was previously under the budgetary control of the Public Works Department. Effective Fiscal Year 2018-2019, budgetary oversight and support of this budget moved under the Water and Natural Resources Department.

Note: This budget reflects the consolidation of budget organization #01350 – Flood Control Services (General Fund) into budget organization #15010 – Flood Control Fund (Enterprise Fund), effective with the 2012-13 Fiscal Year.

### ESTIMATED REVENUES

- 610000**      **Property Tax** (\$218,600) is recommended from revenue received from Cur Sec Prop Tax (\$214,000), Cur Unsecured Prop Tax (\$1,100), Prior Secured Prop Tax (\$100), Prior Unsecured Prop Tax (\$250), Cur Supplemental Prop Tax (\$3,100), Prior Supplemental Prop Tax (\$50), Timber Yield Tax (\$0) zero.
- 640100**      **Interest on Cash** (\$550) is recommended for Interest on cash in Flood Control.
- 652900**      **ST- H/O Prop Tax** (\$2,200) is recommended for revenue received from property tax
- 654535**      **ST- Grant** (\$3,516,000) is recommended for revenue received from State grants.
- 659010**      **RDA Pass Thru** (\$42,000) is recommended for revenue received from tax increment revenue within the flood district.
- 673000**      **Miscellaneous Revenue (FEMA)** (\$10,000) is recommended for revenue received for evaluating and signing properties off as non-risk for Flood Insurance.

### SERVICES & SUPPLIES

- 720100**      **Agriculture** (\$1,500) is recommended unchanged to purchase poison bait and Round-up type herbicides supplies.
- 721400**      **Professional & Specialized Services** (\$3,355,029) is recommended decreased \$97,000 for work to be performed as follows:

## FLOOD CONTROL

**SPECIAL NOTE:** The revenue in the Flood Control budget is not adequate to fund all essential projects. (\* Represents a state grant)

- \*Flood Emergency Action Plan - \$99,000 (All grant, No match needed)
- \*Flood System Wide Repair Program - \$1,500,000 (grant funds 90%/County has a 10% cash match.)
- \*System Wide Infrastructure Framework - \$25,000 (All Grant, No match needed)
- \*Prop 84 Berenda/Ash Slough channel clearing - \$911,033 (grant funds 90%/County has a 10% cash match.)
- MS4/NPDES State Permit, Monitoring & Reporting - \$80,000
- Indian Lakes SWRCB, Water Rights, Monitoring & Filing - \$15,000
- California Department of Fish & Wildlife 1602 Application & Permit - \$100,000
- Moss Adams LLP (Audit Fee) - \$5,245
- PGE Costs to run Ellis Basin Pump - \$30,000
- Rodent Control - \$75,000
- Tree Removal - \$75,000
- Gate Maintenance - \$75,000
- Vegetation Control - \$75,000
- Sediment Removal - \$75,000
- Flood Control Assessment Prop 218 - \$200,000

### **SERVICES & SUPPLIES (continued)**

- 721427**      **Property Tax Admin** (\$4,500) is recommended for payment to Auditor's and Assessor's offices for administration and collection of tax revenues.
- 721900**      **Special Departmental Expense** (\$24,221) is recommended to purchase all items necessary for making sandbags when needed for distribution to the public during the rainy season (\$10,000) and Personal Protective Equipment & Boots (\$1,800).
- 722000**      **Fixed Asset > \$5,000** (\$97,00) is recommended increased \$97,000 to provide funds for purchasing equipment to maintain levees and channels reimbursable by grant funds.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: LOCAL AGENCY FORMATION  
 COMMISSION (06100)  
 Function: Public Protection  
 Activity: Other Protection  
 Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>EXPENDITURES</u></b>				
OTHER CHARGES				
731305 Contributions to Other Agencies	32,305	32,305	38,667	38,667
<b><u>TOTAL EXPENDITURES</u></b>	<b>32,305</b>	<b>32,305</b>	<b>38,667</b>	<b>38,667</b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b>32,305</b>	<b>32,305</b>	<b>38,667</b>	<b>38,667</b>

## LOCAL AGENCY FORMATION COMMISSION

### COMMENTS

During 2000-01, the State adopted the Cortese Knox-Hertzberg Local Government Reorganization Act of 2000, which requires LAFCO to adopt its own budget and provide for its own expenses. In addition, the new law established a funding mechanism whereby operational costs are borne jointly and equally by each appointing category (50% from the County and 50% from the two incorporated Cities within the County of Madera). The new LAFCO law also implemented several operational and procedural changes.

The Local Agency Formation Commission functions are:

- a. To plan for the orderly development of local government services, organizations, and boundaries.
- b. To prevent urban sprawl.
- c. To discourage overlapping of independent taxing jurisdictions.
- d. To reduce local government service duplications.
- e. To discourage the formation of single-purpose independent special districts.
- f. To develop and adopt sphere of influence boundaries for local governments.

The formation, dissolution, or change in boundaries of any local government (except school and maintenance districts) within the County requires the approval of the Local Agency Formation Commission. The Commission is composed of five members (two County Supervisors, two City Council Member, and one citizen-at-large), and two alternate members (one County Supervisor and one City Council Members). Administration of this function was officially transferred to the County Planning Department from the County Administrative Office in February 2001, as authorized by the Board of Supervisors.

The County also receives reimbursements from LAFCO for services provided including audit/accounting, planning, legal and engineering services. The projected revenues are included in each department providing these services which total approximately \$24,000.

### EXPENDITURES

**731305**      **Contributions to Other Agencies** (\$38,667) is recommended as the County's contribution for Fiscal Year 2020-21 based on the final budget adopted by LAFCO on June 22, 2020.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: ANIMAL SERVICES  
 (06000)  
 Function: Public Protection  
 Activity: Other Protection  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
LICENSES, PERMITS & FRANCHISES				
620100 Animal Licenses	119,066	119,066	120,000	120,000
<b>TOTAL LICENSES, PERMITS &amp; FRANCHISES</b>	<b>119,066</b>	<b>119,066</b>	<b>120,000</b>	<b>120,000</b>
CHARGES FOR CURRENT SERVICES				
661400 Humane Services	277,600	277,600	275,000	275,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>277,600</b>	<b>277,600</b>	<b>275,000</b>	<b>275,000</b>
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	0	30,820	30,820
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>0</b>	<b>0</b>	<b>30,820</b>	<b>30,820</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>396,666</u></b>	<b><u>396,666</u></b>	<b><u>425,820</u></b>	<b><u>425,820</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	508,105	508,105	540,507	540,507
710103 Extra Help	96,222	96,222	50,000	50,000
710105 Overtime	37,000	37,000	31,000	31,000
710106 Standby Pay	17,000	17,000	17,000	17,000
710110 Uniform Allowance	3,240	3,240	3,000	3,000
710200 Retirement	175,815	175,815	209,369	209,369
710300 Health Insurance	125,654	125,654	125,963	125,963
710400 Workers' Compensation Insurance	193,181	193,181	169,033	169,033
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>1,156,217</b>	<b>1,156,217</b>	<b>1,145,872</b>	<b>1,145,872</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: ANIMAL SERVICES  
 (06000)  
 Function: Public Protection  
 Activity: Other Protection  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	500	500	500	500
720300 Communications	7,000	7,000	7,000	7,000
720305 Microwave Radio Services	16,308	16,308	0	0
720500 Household Expense	14,500	14,500	20,500	20,500
720600 Insurance	23,229	23,229	26,396	26,396
720800 Maintenance - Equipment	39,044	12,899	10,000	10,000
721100 Memberships	270	270	270	270
721300 Office Expense	12,000	12,000	12,000	12,000
721400 Professional & Specialized Services	34,858	34,858	65,000	65,000
721500 Publications & Legal Notices	500	500	500	500
721600 Rents & Leases - Equipment	36,400	36,400	42,000	42,000
721900 Special Departmental Expense	82,276	82,276	94,000	94,000
722000 Transportation & Travel	2,000	2,000	4,000	4,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>268,885</b>	<b>242,740</b>	<b>282,166</b>	<b>282,166</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>1,425,102</u></b>	<b><u>1,398,957</u></b>	<b><u>1,428,038</u></b>	<b><u>1,428,038</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>1,028,436</u></b>	<b><u>1,002,291</u></b>	<b><u>1,002,218</u></b>	<b><u>1,002,218</u></b>



## ANIMAL SERVICES

### COMMENTS

This budget funds the cost of maintaining and operating the County Animal Shelter, enforcing State and County animal control laws, promoting the vaccination and licensing of pets, investigating animal cruelty, responding to animal nuisance issues, and animal bites. Other responsibilities include removal of deceased animals, impounding strays, responding to dangerous animals, and improving the health and safety of the residents of Madera County and its animals.

In 2019, the Animal Services Department received 4,553 homeless or stray animals. Through volunteer partnerships with the Friends of Madera Animal Shelter (F.M.A.S.) and rescue groups, the live release rate improved from 79.63 percent to 81.96 percent, which is an improvement of 2.33 percent from 2018. As a result of Board directed service delivery shifts the shelter has seen an increase in the live release rate, from January 1, 2020 through July 31, 2020, is 85.26 percent which is an improvement of 3.3 percent from 2019. In addition, the instance of dogs becoming infected with kennel cough has gone down from roughly 90 percent of dogs in care in 2019 to two mild cases since March of 2020.

In 2019, Animal Services responded to 9,418 requests for service from calls, the County phone app MadCoServices, and the web portal [www.MadCoServices.com](http://www.MadCoServices.com). The department also had substantial costs related to evidence animals, which were held for extensive periods pending court proceedings.

### ESTIMATED REVENUES

**620100**      **Animal Licenses** (\$120,000) is recommended unchanged based on projections in the current fiscal year.

**661400**      **Humane Services** (\$275,000) is recommended unchanged based on projections in the current fiscal year and includes projected revenues from the City of Madera of \$150,000.

#### Fees:

- Small Animal Impound Fee (\$10.00 one-time fee + \$10.00 per day for boarding)
- Livestock Impound Fee (\$40.00 one-time fee + \$10.00 per day for boarding & \$1/mile for transport)
- Animal Adoption Fees (\$125.00 for dogs; \$75 for cats, other animals as determined by the director)
- Leash Law Violations Unaltered (\$50.00 - 1<sup>st</sup> violation; \$100.00 - 2<sup>nd</sup> violation; \$200.00 - 3<sup>rd</sup> violation)
- Leash Law Violations Altered (\$25.00 - 1<sup>st</sup> violation; \$50.00 - 2<sup>nd</sup> violation; \$100.00 - 3<sup>rd</sup> violation)

## ANIMAL SERVICES

### SALARIES & EMPLOYEE BENEFITS

- 710102**      **Permanent Salaries** (\$540,507) are recommended increased \$32,402 based on the costs of recommended staffing.
- 710103**      **Extra Help** (\$50,000) is recommended based on actual expenditures to backfill staff on medical leave.
- 710105**      **Overtime** (\$31,000) is recommended unchanged and covers emergency call outs for the safety of the community.
- 710106**      **Standby Pay** (\$17,000) is recommended based on actual and projected expenditures with the reimbursement rate for standby at \$3.00/hr.
- 710110**      **Uniform Allowance** (\$3,000) is recommended to reflect the actual and projected expenses more accurately for a monthly allotment per officer.
- 710200**      **Retirement** (\$209,369) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$125,963) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$169,033) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

- 720200**      **Clothing & Personal Supplies** (\$500) are recommended unchanged to provide for personal protective clothing and equipment, such as gloves, rubber boots, rain gear, and departmental identification badges and patches.
- 720300**      **Communications** (\$7,000) are recommended unchanged for telecommunication expenses of this Department.
- 720500**      **Household Expense** (\$20,500) is recommended increased \$6,000 to purchase Accell (the primary disinfectant, fungicide, and antiviral cleaning product used in the Animal Shelter). Included in this account is the monthly service charge for refuse pickup, hazardous waste disposal, and fees related to other cleaning services which have gone up in costs.

## ANIMAL SERVICES

### SERVICES & SUPPLIES (continued)

- 720600**      **Insurance** (\$26,396) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$10,000) is recommended for office equipment, and animal handling equipment.
- 721100**      **Memberships** (\$270) are recommended unchanged for memberships in the California Animal Control Directors' Association (\$150) and State Humane Association of California (\$120).
- 721300**      **Office Expense** (\$12,000) is recommend unchanged for office supplies and printing of citation books, license books and other forms necessary for the department operation.
- 721400**      **Professional & Specialized Services** (\$65,000) are recommended increased \$30,142 due to a new pet licensing program the department will establish in FY 2020-21. Veterinarians treating injured animals as required by state law are reimbursed from this account. This account is also used for specialized lab services and specialized animal disposal and handling services.
- 721500**      **Publications & Legal Notices** (\$500) are recommended unchanged to publicize rabies clinics and large animal sales, as well as media coverage for other programs.
- 721600**      **Rents & Leases - Equipment** (\$42,000) is recommended increased \$5,600 for the use of vehicles from Central Garage.
- 721900**      **Special Departmental Expense** (\$94,000) is recommended increased \$11,724 to provide for the cost of animal food, euthanasia drugs, and miscellaneous supplies. Although the Animal Services Department is diligently securing donated supplies from Walmart, PetSmart Charities, and other organizations, the costs related to animal care products continue to escalate.
- 722000**      **Transportation & Travel** (\$4,000) is recommended unchanged based on actual and projected expenses for staff to attend various seminars on new laws and procedures and to attend training programs. There is a constant need to certify additional staff for euthanasia, arrest, and citation capabilities.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **ANIMAL SERVICES  
(06000)**  
Function: **Public Protection**  
Activity: **Other Protection**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3349	Accounting Technician I	-	-	1.0	-			A
3421	Animal Services Assistant or							
3415	Kennel Attendant	6.0	3.0	6.0	3.0	-	-	
2130	Animal Services Director	1.0	-	1.0	-	-	-	
3410	Animal Services Officer I or							
3409	Animal Services Officer II	4.0	2.0	3.0	2.0	(1.0)	-	A
3408	Supervising Animal Services Officer	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>12.0</u>	<u>5.00</u>	<u>12.0</u>	<u>5.00</u>	<u>-</u>	<u>-</u>	

**NOTES:**

**A** Reflects the request of the Animal Services Department to delete one (1) funded Animal Services Officer I/II and fund one (1) Accounting Technician I to assist the department with financial transactions and reports.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: FISH AND GAME FINES  
 (11200)  
 Function: Public Protection  
 Activity: Other Protection  
 Fund: Fish and Game

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
BEGINNING FUND BALANCE		17,600	17,600	17,600
<b><u>ESTIMATED REVENUES:</u></b>				
FINES, FORFEITURES & PENALTIES				
630206 FISH & GAME FINES	2,200	2,200	2,200	2,200
630222 ST PENALTY PC1464 CO SHARE	1,300	1,300	1,300	1,300
<b>TOTAL FINES, FORFEITURES &amp; PENALTIES</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>3,500</u></b>	<b><u>3,500</u></b>	<b><u>3,500</u></b>	<b><u>3,500</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721900 Special Departmental Expense	5,000	5,000	5,000	5,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>5,000</u></b>	<b><u>5,000</u></b>	<b><u>5,000</u></b>	<b><u>5,000</u></b>
<b><u>USE OF FUND BALANCE (EXP - REV)</u></b>	<b><u>1,500</u></b>	<b><u>1,500</u></b>	<b><u>1,500</u></b>	<b><u>1,500</u></b>

## FISH AND GAME FINES

### COMMENTS

This special revenue fund is financed by Court fines from violations of State Fish and Game laws. Expenditures for the preservation and propagation of wildlife and for natural history education may be paid from this budget according to State law.

In fiscal year 2019-20, these funds were used to support a Family Pheasant Hunt and the Annual Wheelchair-dependent Persons Pheasant Hunt upon recommendation of the Fish and Game Fine Committee with Board approval on October 24<sup>th</sup>, 2017.

### ESTIMATED REVENUE

Revenue for this budget for 2020-21 is projected at \$3,500 based on prior year receipts. At the end of the 2018-19 fiscal year, the cash balance for the Fish and Game Fines Fund was \$15,280. As of April 30, 2020, the Fund had a balance of \$16,736.

### SERVICES & SUPPLIES

**721900**      Special Departmental Expense (\$5,000) is recommended unchanged for the 2020-21 fiscal year.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: TRIAL COURT  
 OPERATIONS (02300)  
 Function: Public Protection  
 Activity: Judicial  
 Fund: General

	<b>BOARD APPROVED 2019-20</b>	<b>CAO BASELINE 2020-21</b>	<b>DEPARTMENT REQUEST 2020-21</b>	<b>CAO RECOMMENDED 2020-21</b>
<b><u>ESTIMATED REVENUES:</u></b>				
FINES, FORFEITURES & PENALTIES				
630100 Vehicle Code Fines	49,326	49,326	49,326	49,326
630200 Other Court Fines	777,200	777,200	1,081,694	1,081,694
<b>TOTAL FINES, FORFEITURES &amp; PENALTIES</b>	<b>826,526</b>	<b>826,526</b>	<b>1,131,020</b>	<b>1,131,020</b>
CHARGES FOR CURRENT SERVICES				
661200 Court Fees and Costs	180,108	180,108	180,108	180,108
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>180,108</b>	<b>180,108</b>	<b>180,108</b>	<b>180,108</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>1,006,634</u></b>	<b><u>1,006,634</u></b>	<b><u>1,311,128</u></b>	<b><u>1,311,128</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720900 Maintenance-Buildings & Improvements	6,100	6,100	6,100	6,100
722100 Utilities	15,757	15,757	15,757	15,757
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>21,857</b>	<b>21,857</b>	<b>21,857</b>	<b>21,857</b>
OTHER CHARGES				
731308 County Contribution to State Trial Court Trust	1,025,684	1,025,684	1,025,684	1,025,684
731315 Trial Court Funding - County Facilities Payment	263,587	263,587	263,587	263,587
<b>TOTAL OTHER CHARGES</b>	<b>1,289,271</b>	<b>1,289,271</b>	<b>1,289,271</b>	<b>1,289,271</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>1,311,128</u></b>	<b><u>1,311,128</u></b>	<b><u>1,311,128</u></b>	<b><u>1,311,128</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>304,494</u></b>	<b><u>304,494</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## TRIAL COURT OPERATIONS

### **COMMENTS**

With the passage of the Lockyer-Isenberg Trial Court Funding Act of 1997 (AB 322) on January 1, 1998, the County's responsibility to fund the courts ended. For more than 40 years, trial court budgets were developed and adopted at the County level with the County having statutory responsibility to fund the trial courts.

AB 322 eliminated the counties' role in establishing and adopting budgets for court operations and placed it under the State budget process. Budgets are self-administered by the courts and expenditures are not subject to Board approval. The Judicial Council and the Legislature respond to the court's financial needs that arise during the year. In accordance with the provisions of the Trial Court Funding Act of 1997, the County has entered into a Memorandum of Understanding with the Madera County Superior Court regarding the provision of any support services. Current support services are for bailiff services, fiscal agent including payroll services, health benefits administration, retirement and deferred compensation administration, and mail services. The County is able to charge the Court for these services at a rate not to exceed the costs of similar services to other County Departments or Special Districts.

Based on the recommendation of a State Task Force required under the provisions of the Trial Court Funding Act of 1997, effective January 1, 2001, County employees employed in the Court became Court employees.

### **County's Contribution to the State Trial Court Trust Fund**

AB 322 includes a provision that requires the County to submit four equal installments based on an amount of fine and forfeiture revenues remitted to the State in 1994-95. There has not been any State legislation to waive the local contribution for fines and forfeiture revenue to Trial Court Funding. The recommended amounts shown in the following pages are the funds which the County will contribute for 2020-21.

### **Trial Court Facilities (SB 1732)**

SB 1732, passed in 2002, established the governance structure and procedures for the transfer of responsibilities for trial court facilities from the County to the State. It provided the essential steps in completing the trial court funding reform effort which began in 1997 with the passage of the Lockyer-Isenberg Trial Court Funding Act (AB 322) discussed above. The transfer process was to be accomplished as expeditiously as possible by June 30, 2007, and was negotiated on a building-by-building basis between the State and each County, resulting in an agreement governing each facility.



### COMMENTS (continued)

#### Trial Court Facilities (SB 1732) (continued)

On April 24, 2007, the Board of Supervisors approved all necessary documents for the transfer of responsibility for trial court facilities from the County of Madera to the State of California, Administrative Office of the Courts (AOC) in accordance with the provisions of SB 1732. The facilities are the former County Government Center, Bass Lake Government Center, and the Family Court Services facility, which was leased at 321 West Yosemite Avenue. The effective date of transfer was April 30, 2007, for the former County Government Center and the Bass Lake Government Center, and May 1, 2007, for the Family Court Services facility.

Under the provisions of SB 1732, the State requires a revenue source for the ongoing operations and maintenance of court facilities once transferred to the State by requiring the County to pay to the State an amount that the County has historically, on average, expended for the annual operation and maintenance for each court facility. The components were based on the actual annual direct and indirect county expenditures on court facilities from 1995-96 through 1999-2000. The development of the County Facilities Payment Plan (CFP) was completed by the County Auditor-Controller and approved by the State Department of Finance. The annual County "maintenance of effort" for operations and maintenance for the transferred court facilities will be \$263,587, and is recommended to be funded through this budget. This amount will remain constant each year.

SB 1732 also requires the County to pay a percentage of the annual maintenance and utility expenses for the shared facilities. The pro-rata share of maintenance and utility costs for the former Government Center will be 28%, and 32.5% for Bass Lake Court. However, in the fall of 2015, the Courts moved into their own building and the Joint Occupancy Agreement for the Madera Courthouse was terminated by Board of Supervisors on December 15, 2015. The annual costs for the shared maintenance and utility expenses are recommended to be funded through this budget.

The following is the recommended Trial Court Operations budget for 2020-21:

### SERVICES & SUPPLIES

**720900**      **Maintenance - Building & Improvements** (\$6,100) is recommended unchanged based on current year expenses. This account represents the County's estimated pro-rata share of the annual maintenance expenses for the Bass Lake Government Center.

**TRIAL COURT OPERATIONS**

**SERVICES & SUPPLIES (continued)**

**722100**      **Utilities** (\$15,757) is recommended unchanged based on current year expenses. The account represents the County's estimated pro-rata share of the annual utility expenses for the Bass Lake Government Center.

**OTHER CHARGES**

**731308**      **County Contribution to State Trial Court Trust** (\$1,025,684) is recommended unchanged based on current and projected expenditures for the share of Excess Fines. This contribution is based on the level of revenue collected by the County comprised of fines and forfeitures remitted to the State in 1994-95. In previous years, the County was required to contribute a "Maintenance of Effort" in the amount of \$1,042,797. In 2006-07, the State reduced the County's Maintenance of Effort \$17,113, from \$1,042,797 to \$1,025,684. In addition, the County is required to remit to the State 50% of the fine and forfeiture revenue in excess of the base level Maintenance of Effort.

	<b><u>Actual</u></b> <b><u>2018-19</u></b>	<b><u>Approved</u></b> <b><u>2019-20</u></b>	<b><u>Recommended</u></b> <b><u>2020-21</u></b>
Fines and Forfeitures	\$1,025,684	\$1,025,684	\$1,025,684
Share of Excess Fines	\$0	\$0	\$0
 COUNTY CONTRIBUTION TO TRIAL COURT TRUST FUND	 \$1,025,684	 \$1,025,684	 \$1,025,684

**731315**      **Trial Court Funding - County Facilities Payment** (\$263,587) is recommended unchanged as the County's "Maintenance of Effort" based on the County Facilities Payment Plan (CFP). See Comments Section. The recommended amount is shown below by facility:

<b><u>Facility</u></b>	<b><u>County Facilities Payment</u></b>
Former County Government Center	\$191,335
Bass Lake Government Center	40,117
Family Court Services Office	<u>32,135</u>
Total	\$263,587

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: GRAND JURY  
 (03400)  
 Function: Public Protection  
 Activity: Judicial  
 Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720300 Communications	1,100	1,100	1,100	1,100
721300 Office Expense	6,000	6,000	6,000	6,000
721400 Professional & Specialized Expense	500	500	500	500
721500 Advertisements/Publications & Legal Notices	9,000	9,000	9,000	9,000
721700 Rents & Leases-Buildings	12,600	12,600	13,800	13,800
721900 Special Departmental Expense	21,400	21,400	20,200	20,200
722000 Transportation & Travel	28,040	28,040	28,040	28,040
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>78,640</b>	<b>78,640</b>	<b>78,640</b>	<b>78,640</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>78,640</u></b>	<b><u>78,640</u></b>	<b><u>78,640</u></b>	<b><u>78,640</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>78,640</u></b>	<b><u>78,640</u></b>	<b><u>78,640</u></b>	<b><u>78,640</u></b>

**GRAND JURY**

**COMMENTS**

The Grand Jury is a Committee of 19 citizens appointed each year by the Superior Court and charged with inquiring into public offenses committed or triable within the County, and presenting such offenses to the Court by indictment. The Grand Jury also inquires into the management of all County offices, possible misconduct of public officials, and financial affairs of cities. The term of the Grand Jury is on a fiscal year basis. Members are paid the following stipend for each meeting attended:

	Current <u>Rate</u>
Regular Meetings	\$20
Committee Meetings	\$10

For 2020-21, the Grand Jury has requested a budget in the amount of \$73,467, a decrease of \$5,173 from previous fiscal year. The following is the proposed budget submitted by the Grand Jury for 2020-21:

**Basic Expenses**

Office Supplies & Office Equipment (includes printing of the annual Final Report)	6,000
Professional Services (Court Reporter, Information Technology Services, Subpoenas)	500
Office Rent	13,800
Advertisements and Publications	9,000
Telephone	<u>1,100</u>
Total Basic Expenses	\$30,400

**Meeting and Mileage Expenses**

Committee Meetings/Full Grand Jury Panels	20,200
Mileage and Training Expenses	<u>22,867</u>
Total Meetings and Mileage and Expenses	\$43,067

TOTAL BUDGET REQUESTED \$73,467

It is recommended to fund the Grand Jury at \$73,467 for the 2020-21 fiscal year. If, during the 2020-21 fiscal year, mileage costs exceed appropriations due to a significant number of members continuing to travel from the mountain communities as required for meeting attendance and/or the IRS increases the current mileage reimbursement rate, County Administration will return to the Board to request a transfer of funds from Appropriations for Contingencies to offset the increase in mileage expenses. Below are appropriations as requested by the Grand Jury and as recommended by County Administration:

**SERVICES & SUPPLIES**

- 720300**      **Communications** (\$1,100) is recommended funded for phone services.
- 721300**      **Office Expense** (\$6,000) is recommended unchanged for name badges, miscellaneous office supplies and equipment.
- 721400**      **Professional & Specialized** (\$500) is recommended unchanged for the use of a court reporter, Information Technology services, and/or for serving of subpoenas.
- 721500**      **Advertisements/Publications & Legal Notices** (\$9,000) is recommended funded to cover the costs of necessary advertisements and legal notices with newspapers, and the printing and distributing of the Final Grand Jury Reports.
- 721700**      **Rents & Leases - Building** (\$13,800) is recommended increased \$1,200 to provide rent for the Grand Jury offices located in the Veterans of Foreign Wars Hall.
- 721900**      **Special Departmental Expense** (\$20,200) is recommended for the Regular and Committee Meetings attended by the Grand Jury members, and registration costs for trainings. Increase includes training costs to the California Grand Jury Association (CGJA) for eight alternates.
- 722000**      **Transportation & Travel** (\$28,040) is recommended funded for mileage reimbursement for Grand Jury members' attendance at committee and full panel meetings, as well as for costs associated with the annual Grand Jury Association and local training.

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**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PUBLIC DEFENDER  
(03600)**  
Function: **Public Protection**  
Activity: **Judicial**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
660600 Legal Services	608,532	608,532	690,000	690,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>608,532</b>	<b>608,532</b>	<b>690,000</b>	<b>690,000</b>
MISCELLANEOUS REVENUE				
673914 Misc Reimbursement - Legal Fees	28,905	28,905	35,000	35,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>28,905</b>	<b>28,905</b>	<b>35,000</b>	<b>35,000</b>
OTHER FINANCING SOURCES				
680200 OPERATING TRANSFERS IN	320,000	534,198	525,000	525,000
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>320,000</b>	<b>534,198</b>	<b>525,000</b>	<b>525,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>957,437</u></b>	<b><u>1,171,635</u></b>	<b><u>1,250,000</u></b>	<b><u>1,250,000</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721400 Prof. & Specialized Services-Contracts	3,305,964	3,520,162	3,415,964	3,415,964
721433 Prof. & Specialized Services-Outside Attorneys	320,000	320,000	320,000	320,000
721434 Prof. & Specialized Services-Capital Cases	100,000	100,000	100,000	100,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>3,725,964</b>	<b>3,940,162</b>	<b>3,835,964</b>	<b>3,835,964</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>3,725,964</u></b>	<b><u>3,940,162</u></b>	<b><u>3,835,964</u></b>	<b><u>3,835,964</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>2,768,527</u></b>	<b><u>2,768,527</u></b>	<b><u>2,585,964</u></b>	<b><u>2,585,964</u></b>

## PUBLIC DEFENDER

### COMMENTS

This Office provides legal defense to indigent defendants in criminal cases. Until 1971, this service was provided solely by private attorneys appointed by the Courts. In 1972, the County established a Public Defender's Office that was operated and staffed by County employees. On September 1, 1977, the Board of Supervisors entered into a contract with a local attorney to perform all the services of this office, which eventually resulted in contracting for three levels of Public Defender services to provide for "Conflict of Interest" cases and circumstances where there are multiple defendants. On May 10, 1994, the County approved a proposal for Public Defender services by a local law firm, which provided and coordinated, through sub-contracts, all levels of indigent defense in criminal cases. Since May 2002, the Board of Supervisors has extended the contract for these services for multiple four-year periods, as well as various amendments to address additional attorneys, contract rate adjustments, and payment of ancillary services. The most recent extension will end June 30, 2017 and a new four-year agreement will be presented for approval prior to the end of the current fiscal year.

### ESTIMATED REVENUES

- 660600**      **Legal Services** (\$690,000) is recommended increased by \$81,468 based on the projected revenues to be received for Court Appointed Dependency Counsel Services.
- 673000**      **Intrafund Revenues** (\$35,000) is recommended increased \$6,095 based on actual revenues received in the prior year.
- 680200**      **Operating Transfers In** (\$525,000) is recommended decreased \$9,198 from the prior year based on available realignment revenues.

### SERVICES & SUPPLIES

- 721400**      **Professional & Specialized Services - Contracts** (\$3,415,964) is recommended based on the fourth year cost of a four year funding agreement.
- 721433**      **Professional & Specialized Services - Outside Attorneys** (\$320,000) is recommended unchanged based on projected actual cost of outside attorneys. This amount represents the cost to retain attorneys for Public Defender cases when conflict of interest or multiple defendant cases occur with the contract attorneys.



**SERVICES & SUPPLIES (continued)**

**721434**      **Professional & Specialized Services - Capital Cases** (\$100,000) is recommended unchanged, based on the number of special circumstance cases assigned to outside public defense attorneys during the 2017-18 and 2018-19 fiscal years; these cases are currently pending trial. This amount represents the estimated cost to provide legal defense for “Special Circumstance Cases,” previously referred to as “Capital Cases,” which are anticipated to go to trial during the 2018-19 fiscal year. When outside attorneys are assigned by Superior Court as a Public Defender, services for these cases are provided through a flat-fee, per case basis with three classifications varying in degree and complexity; investigation and ancillary costs are in addition to the fees listed below:

**Category 1** - \$35,000 for a relatively non-complex case with one defendant and one victim.

**Category 2** - \$55,000 for a more difficult case with multiple victims or defendants, special circumstances, or complex factual or legal issues.

**Category 3** - \$70,000 for the most complex case with multiple victims/defendants, high publicity/notoriety, or very complex factual or legal issues.

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**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **ROADS & BRIDGES  
(11800)**  
Function: **Public Ways & Facilities**  
Activity: **Public Ways**  
Fund: **Road**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
<b>TAXES</b>				
610802 LOCAL TRANS FUNDS RD ST MAINT	1,582,282	1,582,282	1,914,890	1,914,890
610805 LOCAL TRANS FD PED/BI PROJECT	44,347	44,347	46,458	46,458
<b>TOTAL TAXES</b>	<b>1,626,629</b>	<b>1,626,629</b>	<b>1,961,348</b>	<b>1,961,348</b>
<b>LICENSES, PERMITS &amp; FRANCHISES</b>				
620401 Road Encroachment	190,000	190,000	205,000	205,000
620402 Road Dvlpmnt & Dscrtnry	63,500	63,500	35,000	35,000
620403 Road Transportaton	58,000	58,000	47,500	47,500
<b>TOTAL LICENSES, PERMITS &amp; FRANCHISES</b>	<b>311,500</b>	<b>311,500</b>	<b>287,500</b>	<b>287,500</b>
<b>REVENUE FROM USE OF MONEY/PROP</b>				
640101 Interest on Cash	25,000	25,000	107,000	107,000
640304 HWY 41 R O W - RENTALS	0	0	2,500	2,500
<b>TOTAL REVENUE FROM USE OF MONEY/PROPERTY</b>	<b>25,000</b>	<b>25,000</b>	<b>109,500</b>	<b>109,500</b>
<b>INTERGOVERNMENTAL REVENUE</b>				
650200 ST - HWY USR TX 2103	2,536,070	2,536,070	2,531,270	2,531,270
650201 ST - HWY USR TX 2104	1,485,327	1,485,327	1,440,971	1,440,971
650202 ST - HWY USERS GAS TAX 2105	1,527,139	1,527,139	1,468,493	1,468,493
650206 ST-SB 1 RD MTC & REHAB	335,331	335,331	0	0
650207 ST - HWY USERS GAS TAX 2106	451,992	451,992	434,329	434,329
650208 ST-RD MTC & REHAB	4,921,741	4,921,741	5,000,000	5,000,000
654035 ST - ISTE A EXCHANGE	463,374	463,374	463,374	463,374
655500 FED - FOREST RES REV	200,000	200,000	175,000	175,000
657040 FED - BRIDGE REPLACEMENT PROG	3,494,817	3,494,817	8,651,160	8,651,160
657103 FED - CONGESTION MIT AIR QUAL	1,699,000	1,699,000	442,000	442,000
659020 MCTC - ISTE A EXCHANGE	700,000	700,000	837,405	837,405
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>17,814,791</b>	<b>17,814,791</b>	<b>21,444,002</b>	<b>21,444,002</b>
<b>CHARGES FOR CURRENT SERVICES</b>				
661703 RD & ST SVCS - RD #5	500,000	500,000	250,000	250,000

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **ROADS & BRIDGES  
(11800)**  
Function: **Public Ways & Facilities**  
Activity: **Public Ways**  
Fund: **Road**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
661704 RD & ST SVCS - SPEC DIST	550,000	550,000	1,300,000	1,300,000
661706 RD/ST INTERFUND SERVICES	1,000,000	1,000,000	520,000	520,000
661708 RD & ST SVCS - MEAS T REIM	0	0	9,307,000	9,307,000
662800 INTERFUND REVENUE	510,985	510,985	0	0
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>2,560,985</b>	<b>2,560,985</b>	<b>11,377,000</b>	<b>11,377,000</b>
<b>MISCELLANEOUS REVENUE</b>				
670000 Intrafund Revenue	3,848,257	3,848,257	4,438,500	4,438,500
673000 Miscellaneous Revenue	15,000	15,000	250,000	250,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>3,863,257</b>	<b>3,863,257</b>	<b>4,688,500</b>	<b>4,688,500</b>
<b>OTHER FINANCING SOURCES</b>				
680100 SALE OF CAPITAL ASSETS	20,000	20,000	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>26,222,162</u></b>	<b><u>26,222,162</u></b>	<b><u>39,867,850</u></b>	<b><u>39,867,850</u></b>
<b><u>EXPENDITURES:</u></b>				
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	3,453,734	3,453,734	3,680,289	3,680,289
710103 Extra Help	30,000	30,000	0	0
710105 Overtime	25,000	25,000	25,000	25,000
710107 Premium Pay	500	500	0	0
710200 Retirement	1,200,211	1,200,211	1,395,171	1,395,171
710300 Health Insurance	691,286	691,286	718,441	718,441
710400 Workers' Compensation Insurance	440,307	440,307	364,130	364,130
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>5,841,038</b>	<b>5,841,038</b>	<b>6,183,031</b>	<b>6,183,031</b>
<b>SERVICES &amp; SUPPLIES</b>				
720200 Clothing & Personal Supplies	25,000	25,000	20,000	20,000
720300 Communications	20,000	20,000	17,500	17,500
720305 Microwave Radio Services	115,244	115,244	97,425	97,425
720500 Household Expense	30,000	30,000	25,000	25,000

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **ROADS & BRIDGES  
(11800)**  
Function: **Public Ways & Facilities**  
Activity: **Public Ways**  
Fund: **Road**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
720600 Insurance - Liability	247,051	247,051	329,518	329,518
720601 Insurance - Other	12,220	12,220	13,067	13,067
720800 Maintenance - Equipment	800,000	800,000	700,000	700,000
720900 Maintenance - Buildings & Improvements	12,000	12,000	12,000	12,000
721000 Medical, Dental & Lab Supplies	500	500	0	0
721400 Professional & Specialized Services	2,664,925	2,664,925	1,005,000	1,005,000
721500 Publications & Legal Notices	2,000	2,000	0	0
721600 Rents & Leases - Equipment	150,000	150,000	150,000	150,000
721700 Rents & Leases - Structures & Grounds	5,100	5,100	8,000	8,000
721800 Small Tools & Instruments	30,000	30,000	15,000	15,000
721900 Special Departmental Expense	7,011,654	7,011,654	5,231,976	5,231,976
722100 Utilities	110,000	110,000	130,000	130,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>11,235,694</b>	<b>11,235,694</b>	<b>7,754,486</b>	<b>7,754,486</b>
<b>OTHER CHARGES</b>				
730800 Right of Ways	267,000	267,000	180,000	180,000
731400 Interfund Expenses	1,500,000	1,500,000	950,000	950,000
731401 Intrafund Exp - Cost Plan (A-87)	14,380	14,380	205,623	205,623
<b>TOTAL OTHER CHARGES</b>	<b>1,781,380</b>	<b>1,781,380</b>	<b>1,335,623</b>	<b>1,335,623</b>
<b>FIXED ASSETS</b>				
740200 Bldgs & Improve	6,449,750	6,449,750	23,691,000	23,691,000
740300 Equipment	914,300	914,300	910,000	910,000
<b>TOTAL FIXED ASSETS</b>	<b>7,364,050</b>	<b>7,364,050</b>	<b>24,601,000</b>	<b>24,601,000</b>
<b>INTRAFUND TRANSFER</b>				
770100 Intrafund Transfer	0	0	3,500,000	3,500,000
<b>TOTAL FIXED ASSETS</b>	<b>0</b>	<b>0</b>	<b>3,500,000</b>	<b>3,500,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>26,222,162</u></b>	<b><u>26,222,162</u></b>	<b><u>43,374,140</u></b>	<b><u>43,374,140</u></b>
<b><u>USE OF FUND BALANCE (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>3,506,290</u></b>	<b><u>3,506,290</u></b>

## ROADS AND BRIDGES

### COMMENTS

The Madera County Public Works Department uses Road Funds to typically maintain, repair, and reconstruct roads, bridges, and traffic control devices on the County's maintained mileage system, in Maintenance Districts, and in County Service Areas within the unincorporated area except for State Highways. The Department maintains about 1,529 miles of roads and 170 bridges. This budget is primarily financed by State Fuel Taxes, Federal-State Allocations, Forest Reserve Funds, Special District Service Charges, State Transportation Improvement Program (STIP), Congestion Mitigation and Air Quality (CMAQ), Transportation Enhancement Activities (TEA), Proposition 1B, American Reinvestment Recovery Act (ARRA), and Traffic Mitigation Fees. The Department receives a five-cent property tax from District No. 5. The revenues from Measures "A" and "T" sales tax funds augment Departmental efforts but are not reflected in this budget. The revenue from Measure "T" provides additional funding, some of which can be used on maintenance activities and significantly improves the Department's preventive maintenance program. In addition, the Measure also addresses congestion issues on a regional basis.

No portion of this budget is financed by local property taxes, except for District No. 5 in the northeastern portion of the County, which had levied a property tax prior to Proposition 13; and this activity is not part of the General Fund Budget.

Note: The Transit Budget was established and not included in the Road Fund Budget in order to simplify the accounts of Transit funds, projects, and issues. Refer to Road Transit Budget (Org 63860) for specific details.

Note: SB1- Road Maintenance and Rehabilitation is no longer budgeted within the Road Fund. The SB1 budget was established to accurately account for the projects proposed to be completed with those funds. Refer to Road SB1 Budget (Org 11810) for specific details.

### ESTIMATED REVENUES

- 610800**      Local Transit Funds (\$1,961,348) is recommended increased \$332,608 for Road Street Maintenance \$1,914,890, Pedestrian & Bicycle Projects \$46,458.
- 620400**      License & Permits (\$287,500) is recommended reduced \$24,000 for Road Encroachment \$205,000, Road Development & Discretionary \$35,000, Road Transportation \$47,500.
- 640000**      Interest & Rents (\$109,500) is recommended for Interest on Cash \$107,000, Federal - Hwy Row Rental \$2,500.
- 650200**      State Revenue (\$11,338,437) is recommended increased \$4,069,608 for Highway Users Tax – 2103 \$2,531,270, Highway Users Tax – 2104 \$1,440,971, Highway Users Tax – 2105 (Proposition 111) \$1,468,493, Highway Users Tax – 2106 \$434,329, State Rd Maint. & Rehab (grant) \$5,000,000, ISTEPA Exchange Funds \* \$463,374.

## ROADS AND BRIDGES

### ESTIMATED REVENUES (continued)

- 657000**      **Federal Revenue** (\$10,105,565) is recommended increased \$3,174,343 for Forest Reserve Title I \$175,000, Federal Funded Bridges (Eng. Services Refunds) \$8,651,160, CMAQ \$442,000, ISTE A Exchange from Madera County Transportation Committee\*\* \$837,405.
- 660000**      **Current Services** (\$11,377,000) is recommended increased \$8,816,015, for Road and Street Services (District #5) \$250,000, Road and Street Services (Service Areas, Maintenance Districts) \$1,300,000, Roads Street Interfund/Other Services \$520,000, Measure T Reimbursement \$9,307,000.
- 672000**      **Miscellaneous Revenue** (\$4,688,500) is recommended increased \$825,243 for Intrafund Revenue (from Measure T) \$4,438,500, Miscellaneous Refunds & Revenues \$250,000.

\*ISTEA (Intermodal Surface Transportation Efficiency Act) Exchange Funds represents approximately 110% of previous FAS (Federal Aid Secondary) funds.

\*\*ISTEA Exchange from Madera County Transportation Committee - MCTC reallocates ISTE A funds to member agencies based on population.

### SALARIES & EMPLOYEE BENEFITS

- 710102**      **Permanent Salaries** (\$3,680,289) is recommended increased by \$226,555 based on the costs associated for recommended staff.
- 710103**      **Temporary Salaries** (\$0) is not recommended.
- 710105**      **Overtime** (\$25,000) is recommended for the costs of overtime needed to perform emergency repairs. This amount is based off of current year actual costs.
- 710107**      **Premium Pay** (\$0) is not recommended.
- 710200**      **Retirement** (\$1,395,171) is recommended to cover the Department's share of employee retirement costs.

## ROADS AND BRIDGES

### SALARIES & EMPLOYEE BENEFITS (continued)

- 710300**      **Health Insurance** (\$718,441) is recommended for the Department's share of employee health insurance costs.
- 710400**      **Worker's Comp Insurance** (\$364,130) is recommended for the Department's share of Worker's Compensation Insurance. This amount is provided to the Department by County Administration.

### SERVICES & SUPPLIES

- 720200**      **Clothing & Personal Supplies** (\$20,000) is recommended for the cost of uniforms.
- 720300**      **Communications** (\$17,500) is recommended for communications expenses.
- 720305**      **Microwave Radio Services** (\$97,425) is recommended based on microwave radio rate schedule for FY 2020-21 which is based on the number of radios in this Department utilizing the County's Microwave Radio Network.
- 720500**      **Household** (\$25,000) is recommended for the purchase of general supplies such as cleaners, gloves, etc.
- 720600**      **Insurance** (\$329,518) is recommended for the Department's share of County Insurance.
- 720601**      **Insurance - Other** (\$13,067) is recommended based on current year costs for Property and Pollution Insurance.
- 720800**      **Maintenance - Equipment** (\$700,000) is recommended based on current year and projected expenditures for all equipment repairs, parts, fuels, tires, and overhauls. This account also provides funds for maintenance of office equipment, mobile radios, and other types of maintenance and repair, as well as the Wide Area Network Maintenance cost.
- 720900**      **Maintenance-Structure & Grounds** (\$12,000) is recommended for the costs of grounds maintenance to maintain the Almond yard.
- 721000**      **Med/Dent/Lab Supply** (\$0) is not recommended.
- 721400**      **Professional & Specialized Services** (\$1,005,000) is recommended for the proposed capital improvement projects as outlined in the Department's Capital Improvement Program.



## ROADS AND BRIDGES

### SERVICES & SUPPLIES (continued)

- 721500      **Publications & Legal Notices** (\$0) is not recommended.
- 721600      **Rents & Leases - Equipment** (\$150,000) is recommended based on projected expenditures to rent/lease equipment when County-owned equipment breaks down, or when it is more economical to rent equipment than to purchase equipment. This account also funds the rental of mowing equipment used for special grants in use this fiscal year.
- 721700      **Rents & Leases-Structure & Grounds** (\$8,000) is recommended for the rental of the modular at the North Fork location.
- 721800      **Small Tools & Instruments** (\$15,000) is recommended for the purchase of new or replacement of old small tools.
- 721900      **Special Departmental Expense** (\$5,231,976) is recommended based on projected expenditures for the purchase of all road construction materials, asphalt, concrete, various road oils, rock, sand, and dirt.
- 722100      **Utilities** (\$130,000) is recommended based on the projected expenditures for water & electrical services.

### OTHER CHARGES

- 730800      **Right of Ways** (\$180,000) is recommended for the purchase of property for County right of way.
- 731400      **Interfund Expenses** (\$950,000) is recommended based on current year costs of the Department's reimbursement of expenses for Public Works staff time spent on Road Fund tasks and expenses related to Public Works administrative costs, Retiree Health Insurance and charges due to other departments.
- 731401      **Interfund Expense – Cost Plan (A-87)** (\$205,623) is recommended based on the draft report of this year's Cost Allocation Plan. This report is in the process of being prepared by an outside consulting firm that allocates the County's pro-rata share of indirect expenses to this budget.

### FIXED ASSETS

- 740200      **Buildings & Improvements** (\$23,691,000) is recommended for the replacement/rehabilitation of roads and bridges.

**FIXED ASSETS (continued)**

**740300**      **Equipment** (\$910,000) is recommended to purchase the following equipment:

- Cab Tractor 4x4 w/side mount rotary mower = \$160,000
- Portable Message Boards (2) = \$18,000
- ¾ Ton LWB Regular Cab 4x4 pickup truck (4) = \$144,000
- Snow Plow assesmbly for pickup trucks (4) = \$34,000
- ¾ Ton LWB Regular Cab 4x2 pickup truck = \$31,000
- Pneumatic Roller = \$127,000
- Wheel Loader (2) = \$396,000

**INTRAFUND TRANSFER**

**770100**      **Intrafund Transfer** (\$3,500,000) is recommended to transfer funds to the SB1 Fund (1181). In previous years SB1 funds had been collected in the Road Fund (1180). This transfer is to move previously collected SB1funds to the SB1 Fund where they are budgeted for use.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **ROADS & BRIDGES  
(11800)**  
Function: **Public Ways & Facilities**  
Activity: **Public Ways**  
Fund: **Road**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3303	Assistant Engineer	1.0	-	1.0	-	-	-	
3717	Equipment Operator	13.0	-	13.0	-	-	-	
3806	Equipment Service Worker	1.0	-	1.0	-	-	-	
3710	Equipment Shop Supervisor	1.0	-	1.0	-	-	-	
3712	Heavy Equipment Mechanic	5.0	-	5.0	-	-	-	
3812	Parts Assistant I or							
3810	Parts Assistant II	1.0	-	1.0	-	-	-	
3715	Road Construction and Maintenance Supervisor	7.0	-	7.0	-	-	-	
3801	Road Construction and Maintenance Worker I or							
3802	Road Construction and Maintenance Worker II	24.0	-	24.0	-	-	-	
3308	Road Investigator	1.0	-	1.0	-	-	-	
3711	Senior Heavy Equipment Mechanic	1.0	-	1.0	-	-	-	
3716	Senior Road Construction and Maintenance Worker	6.0	-	6.0	-	-	-	
3721	Senior Traffic Sign Worker	1.0	-	1.0	-	-	-	
3720	Traffic Sign Supervisor	1.0	-	1.0	-	-	-	
3803	Traffic Sign Worker I or							
3804	Traffic Sign Worker II	4.0	-	4.0	-	-	-	
	Roads Superintendent	1.0	-	1.0	-	-	-	A
4210	Supervising Civil Engineer	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<b>69.0</b>	<b>-</b>	<b>69.0</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**NOTES:**

**A** The Roads Superintendent position was approved by the Board of Supervisors on August 28, 2019. It was inadvertently placed in the Public Works budget 01300. The position is meant to be allocated to this budget, Roads & Bridges 11800

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: ROADS & BRIDGES  
 (11810)  
 Function: Public Ways & Facilities  
 Activity: Public Ways  
 Fund: Road

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
REVENUE FROM USE OF MONEY/PROP				
640101 Interest on Cash	0	0	40,000	40,000
<b>TOTAL REVENUE FROM USE OF MONEY/PROPERTY</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>40,000</b>
INTERGOVERNMENTAL REVENUE				
650208 ST-RD MTC & REHAB	0	0	5,148,877	5,148,877
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>5,148,877</b>	<b>5,148,877</b>
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	0	0	3,500,000	3,500,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>0</b>	<b>0</b>	<b>3,500,000</b>	<b>3,500,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b>0</b>	<b>0</b>	<b><u>8,688,877</u></b>	<b><u>8,688,877</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720906 Maintenance - Roads	0	0	150,000	150,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>0</b>	<b>0</b>	<b>150,000</b>	<b>150,000</b>
740200 Bldgs & Improve	0	0	8,016,877	8,016,877
740300 Equipment	0	0	522,000	522,000
<b>TOTAL FIXED ASSETS</b>	<b>0</b>	<b>0</b>	<b>8,538,877</b>	<b>8,538,877</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b>0</b>	<b>0</b>	<b><u>8,688,877</u></b>	<b><u>8,688,877</u></b>
<b><u>USE OF FUND BALANCE (EXP - REV)</u></b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## SB1-ROADS AND BRIDGES

### COMMENTS

SB1- Road Maintenance and Rehabilitation funds had previously been budgeted in the Road Fund for fiscal years 17/18 and 18/19. The SB1 budget was established to accurately account for the projects proposed to be completed with said funds. SB1 funds are collected throughout the year, but projects are not started until all the funds have been deposited; roughly August of the following year.

### ESTIMATED REVENUES

- 640000**      Interest & Rents (\$40,000) is recommended for Interest on Cash.
- 650208**      State Road Maintenance and Rehabilitation (\$5,148,877) is recommended based on state estimates.
- 670000**      Intrafund Revenue (\$3,500,000) is recommended from the Road Fund for prior years allocation of SB1 funds.

### SERVICES & SUPPLIES

- 720906**      Maintenance-Roads (\$150,000) is recommended for the costs of prep work done by County staff for projects.

### FIXED ASSETS

- 740200**      Buildings & Improvements (\$8,016,877) is recommended for the proposed projects.
- 740300**      Equipment (\$522,000) is recommended to purchase the following equipment:

5-7 Yard Self Loading Patch Truck (2) = \$522,000

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: ROAD TRANSIT  
 Budget (63860)  
 Function: Public Ways & Facilities  
 Activity: Public Ways & Facilities  
 Fund: Transit

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
TAXES				
610810 LOCAL TRANS FD MCC	449,420	449,420	0	0
<b>TOTAL TAXES</b>	<b>449,420</b>	<b>449,420</b>	<b>0</b>	<b>0</b>
REVENUE FROM USE OF MONEY/PROP				
640100 Interest	5,000	5,000	5,000	5,000
<b>TOTAL REVENUE FROM USE OF MONEY/PROP</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
INTERGOVERNMENTAL REVENUE				
650208 ST SB1 - RD MTC & REHAB	108,270	108,270	595,323	595,323
654030 ST - TRANSIT ASSISTANCE	777,164	777,164	456,762	456,762
654517 ST - PBLC TRNS MOD IMP SVC ENH	100,000	100,000	1,656,600	1,656,600
654539 ST-CAP & Trade (LCTOP)	367,700	367,700	367,700	367,700
657055 FED-TRANSIT ADMN FTA 5311	900,991	900,991	952,282	952,282
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>2,254,125</b>	<b>2,254,125</b>	<b>4,028,667</b>	<b>4,028,667</b>
CHARGES FOR CURRENT SERVICES				
661708 RD & ST SVCS - MEAS T REIM	0	0	355,308	355,308
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>0</b>	<b>0</b>	<b>355,308</b>	<b>355,308</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>2,708,545</u></b>	<b><u>2,708,545</u></b>	<b><u>4,388,975</u></b>	<b><u>4,388,975</u></b>

**EXPENDITURES:**

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **ROAD TRANSIT**  
 Budget (63860)  
 Function: **Public Ways & Facilities**  
 Activity: **Public Ways & Facilities**  
 Fund: **Transit**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES (continued)				
720300 Communications	4,000	4,000	4,200	4,200
720501 Janitorial	8,100	8,100	8,350	8,350
720800 Maintenance - Equipment	1,000	1,000	500	500
720900 Maintenance - Building & Improve	5,000	5,000	5,150	5,150
721100 Memberships	600	600	650	650
721300 Office Expense	250	250	250	250
721400 Professional & Specialized Services	1,491,080	1,491,080	1,169,004	1,169,004
721500 Publications & Legal Notices	1,000	1,000	1,000	1,000
721900 Special Departmental Expense	1,000	1,000	1,400	1,400
722101 Gas & Electrical Utility	10,000	10,000	14,399	14,399
722102 Sewer & Water Utility	1,000	1,000	500	500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>1,523,030</b>	<b>1,523,030</b>	<b>1,205,403</b>	<b>1,205,403</b>
OTHER CHARGES				
731400 Interfund Expenses	5,000	5,000	50,000	50,000
<b>TOTAL OTHER CHARGES</b>	<b>5,000</b>	<b>5,000</b>	<b>50,000</b>	<b>50,000</b>
FIXED ASSETS				
740200 Buildings and Improvements	1,018,712	770,442	2,202,707	2,202,707
740300 Equipment/Furniture	248,270	496,540	930,865	930,865
<b>TOTAL FIXED ASSETS</b>	<b>1,266,982</b>	<b>1,266,982</b>	<b>3,133,572</b>	<b>3,133,572</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>2,795,012</u></b>	<b><u>2,795,012</u></b>	<b><u>4,388,975</u></b>	<b><u>4,388,975</u></b>
<b><u>USE OF FUND BALANCE (EXP - REV)</u></b>	<b><u>86,467</u></b>	<b><u>86,467</u></b>	<b><u>0</u></b>	<b><u>0</u></b>



**ROAD (TRANSIT)**

**COMMENTS**

The Transit Budget is a separately established budget from the Road Fund Budget in order to simplify the accounts for Transit funds, projects, and issues. Following are the revenues and expenditures for the Transit Budget. This is not a General Fund Budget.

**ESTIMATED REVENUES**

- 610810**      **Local Trans FD MCC** (\$0) is recommended reduced due to enacted CARES funding received through FTA 5311.
- 640101**      **Interest on Cash** (\$5,000) is recommended unchanged for expected revenue received from the interest earned based on available cash in account.
- 654000**      **State Revenue** (\$3,076,385) is recommended increased \$1,723,251 for expected revenue received from the State for Transit Asst./ MCC (\$456,762), Prop 1B – PTMISEA (\$1,656,600), ST-CAP & Trade (LCTOP) (\$367,700), SB-1-SGR (\$595,323).
- 657000**      **Federal Revenue** (\$952,282) is recommended increased \$51,291 for expected revenue received from the federal government for FED – Transit-Admin. FTA 5311 (\$952,282).
- 661708**      **Current Services** (\$355,308) is recommended for expected revenue from Measure T Reimbursement.

**SERVICES & SUPPLIES**

- 720300**      **Communications** (\$4,200) is recommended increased \$200 based on current year expenditures.
- 720501**      **Janitorial** (\$8,350) is recommended increased \$250 based on current year expenditures and the addition of services to the Transit Office.
- 720800**      **Maintenance – Equipment** (\$500) is recommended reduced \$500 to provide preventative maintenance to our third party contractor to operate Madera County Connection (MCC).
- 720900**      **Maintenance – Buildings & Improvements** (\$5,150) is recommended increased \$150 to provide funding for maintenance of the Transit Facility.
- 721100**      **Memberships** (\$650) is recommended increased \$50 to provide memberships necessary for Transit.

**SERVICES & SUPPLIES (continued)**

**721300**      **Office Expense** (\$250) is recommended unchanged based on current year expenditures.

**721400**      **Professional & Specialized Services** (\$1,169,004) is recommended decreased \$322,076 as per the following:

Contract Consultant - Moy Services	\$ 101,511
Fresno County EOC (FCEOC)- transit services provider	967,493
Other Contract/Consultant Services	100,000

**721500**      **Publications & Legal Notices** (\$1,000) is recommended unchanged based on current year expenditures.

**721900**      **Special Departmental Expense** (\$1,400) is recommended increased \$400 based on projected expenses to provide supplies, materials and maintenance for transit projects.

**722101**      **Gas & Electrical Utility** (\$14,399) is recommended increased \$4,399 based on current year expenditures.

**722102**      **Sewer & Water Utility** (\$500) is recommended decreased \$500 based on current year expenditures.

**FIXED ASSETS**

**740200**      **Buildings & Improvements** (\$2,202,707) is recommended increased \$1,183,995, as per the following:

Office Renovations	\$155,000
Park & Ride lot	1,712,007
Bus Shelters and Amenities	335,700

**740301**      **Equipment** (\$930,865) is recommended increased \$682,595 as per the following:

Buses (6)	\$930,865
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**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **BEHAVIORAL HEALTH SERVICES (06900)**  
 Function: **Health & Sanitation**  
 Activity: **Health**  
 Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
<b>INTERGOVERNMENTAL REVENUE</b>				
651306 State - Mental Health	6,249,691	4,657,255	4,657,255	4,657,255
651326 State - Prop 63 MHSA	13,438,307	15,042,502	15,042,502	15,042,502
656000 FED - Mental Health Services	3,947,640	8,042,586	8,042,586	8,042,586
656005 FED - SAPT	938,260	920,721	920,721	920,721
656006 FED - MHBG	465,709	39,040	39,040	39,040
656008 FED - MH SAMHSA	0	556,532	556,532	556,532
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>25,039,607</b>	<b>29,258,636</b>	<b>29,258,636</b>	<b>29,258,636</b>
<b>CHARGES FOR CURRENT SERVICES</b>				
661800 Health Fees	110,050	110,050	110,050	110,050
662700 Other Charges for Services	153,700	153,700	153,700	153,700
662800 Interfund Revenue	742,949	664,788	664,788	664,788
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>1,006,699</b>	<b>928,538</b>	<b>928,538</b>	<b>928,538</b>
<b>MISCELLANEOUS REVENUE</b>				
670000 Intrafund Revenue	1,304,742	613,078	613,078	613,078
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>1,304,742</b>	<b>613,078</b>	<b>613,078</b>	<b>613,078</b>
<b>OTHER FINANCING SOURCES</b>				
680200 Operating Transfers In	4,381,808	4,527,189	4,527,189	4,527,189
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>4,381,808</b>	<b>4,527,189</b>	<b>4,527,189</b>	<b>4,527,189</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>31,732,856</u></b>	<b><u>35,327,441</u></b>	<b><u>35,327,441</u></b>	<b><u>35,327,441</u></b>

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **BEHAVIORAL HEALTH SERVICES (06900)**  
 Function: **Health & Sanitation**  
 Activity: **Health**  
 Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>EXPENDITURES:</u></b>				
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	8,180,398	9,769,710	9,769,710	9,769,710
710103 Extra Help	372,024	141,938	141,938	141,938
710105 Overtime	57,279	57,279	57,279	57,279
710106 Stand-by Pay	3,480	3,480	3,480	3,480
710107 Premium Pay	5,400	5,400	5,400	5,400
710200 Retirement	2,855,713	3,711,212	3,711,212	3,711,212
710300 Health Insurance	1,472,603	1,567,149	1,567,149	1,567,149
710400 Workers' Compensation Insurance	207,260	175,138	158,976	158,976
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>13,154,157</b>	<b>15,431,306</b>	<b>15,415,144</b>	<b>15,415,144</b>
<b>SERVICES &amp; SUPPLIES</b>				
720300 Communications	143,790	158,785	158,785	158,785
720305 Microwave Radio Services	26,279	23,962	23,962	23,962
720500 Household Expense	80,134	94,412	94,412	94,412
720600 Insurance	10,088	15,616	15,616	15,616
720601 Insurance - Other	30,399	42,533	42,533	42,533
720800 Maintenance - Equipment	126,935	128,190	128,190	128,190
720900 Maintenance - Structures and Grounds	14,645	67,589	67,589	67,589
721000 Medical/Dental/Lab Supplies	39,226	39,226	39,226	39,226
721100 Memberships	18,860	35,504	35,504	35,504
721300 Office Expense	705,467	78,164	78,164	78,164
721400 Professional & Specialized Services	1,475,053	1,835,035	1,835,035	1,835,035
721406 Mental Health - Conservatorships	0			
721416 Mental Health - Institute for Mental Disease	3,645,262	3,780,137	3,780,137	3,780,137
721421 Mental Health-State Hospital	1,414,375	1,414,375	1,414,375	1,414,375
721422 Adult System of Care	2,539,534	2,588,314	2,588,314	2,588,314
721426 Software Maintenance/Modification	41,185	41,185	41,185	41,185
721445 SD/MC Hospital Expense	3,256,858	4,072,427	4,072,427	4,072,427
721446 Managed Care Network	582,000	582,000	582,000	582,000

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **BEHAVIORAL HEALTH SERVICES (06900)**  
 Function: **Health & Sanitation**  
 Activity: **Health**  
 Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES (continued)				
721448 KV Support/Administration	739,356	1,313,073	1,313,073	1,313,073
721468 Professional & Specialized Services - Unidentified	350,380	477,662	477,662	477,662
721500 Publications & Legal Notices	4,455	4,567	4,567	4,567
721600 Rents & Leases - Equipment	41,450	41,446	41,446	41,446
721700 Rents & Leases - Building	229,568	236,719	236,719	236,719
721900 Special Departmental Expense	31,247	31,291	31,291	31,291
721909 Property Taxes	1,200	0	0	0
722000 Transportation & Travel	55,748	55,748	55,748	55,748
722100 Utilities	99,790	102,859	102,859	102,859
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>15,703,284</b>	<b>17,260,819</b>	<b>17,260,819</b>	<b>17,260,819</b>
OTHER CHARGES				
731001 Building Deprecation	61,836	61,836	61,836	61,836
<b>TOTAL BUILDING DEPRECIATION</b>	<b>61,836</b>	<b>61,836</b>	<b>61,836</b>	<b>61,836</b>
FIXED ASSETS				
740300 Equipment	164,971	63,939	63,939	63,939
<b>TOTAL FIXED ASSETS</b>	<b>164,971</b>	<b>63,939</b>	<b>63,939</b>	<b>63,939</b>
OTHER FINANCING USES				
750100 Operating Transfers Out	61,836	66,533	66,533	66,533
<b>TOTAL OTHER FINANCING USES</b>	<b>61,836</b>	<b>66,533</b>	<b>66,533</b>	<b>66,533</b>
INTRAFUND TRANSFER				
770100 Intrafund Expense	1,355,839	1,803,336	1,803,336	1,803,336
<b>TOTAL INTRAFUND TRANSFER</b>	<b>1,355,839</b>	<b>1,803,336</b>	<b>1,803,336</b>	<b>1,803,336</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: BEHAVIORAL HEALTH SERVICES (06900)  
 Function: Health & Sanitation  
 Activity: Health  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<u>TOTAL EXPENDITURES</u>	30,501,923	34,687,769	34,671,607	34,671,607
<u>NET COUNTY COST (EXP - REV)</u>	<u>(1,230,933)</u>	<u>(639,672)</u>	<u>(655,834)</u>	<u>(655,834)</u>

## BEHAVIORAL HEALTH SERVICES

### COMMENTS

The mission of Madera County Behavioral Health Services is to promote the prevention of and recovery from mental illness and substance abuse for the individuals, families, and communities we serve by providing accessible, caring, and culturally competent services. The Department provides for the mental health needs of Madera County residents who meet the criteria outlined in the Welfare and Institutions Code Section 5600.3, and serves as the Managed Care Plan for all Madera County Medi-Cal eligible beneficiaries in need of specialty mental health services. The Department also provides alcohol and other drug prevention services and substance use disorder treatment services.

Behavioral Health Services participates in several interagency collaborative programs.

The collaborative programs that focus on Adults are as follows:

- Madera Access Point (MAP), a collaborative program with the Department of Social Services, providing mental health and substance abuse treatment to CalWORKS beneficiaries who have a barrier to employment due to their behavioral health problems.
- Adult Drug Court Program, a collaborative program with the Courts and Probation, serving non-violent offenders and providing them with an option of treatment rather than incarceration.
- Hope House and Mountain Wellness Programs, drop-in socialization centers for mentally ill adults and youth. The Department contracts with Turning Point of Central California to run the centers using Mental Health Services Act (MHSA) funding.
- AB 109 Community Correction Partnership (CCP) Program, a collaborative program with Probation, Department of Corrections, and other law enforcement or social service agencies involved in providing supervision and/or services to participants.

The collaborative programs that focus on Children & Youth are as follows:

- Juvenile Justice Program, a collaborative program with Madera Unified School District and Probation, serving youth at Court Day School, Juvenile Hall and the Juvenile Boot Camp program. Services through the Boot Camp program are limited to treatment once the minors leave incarceration with a focus on aftercare services. Youth who have an assigned a therapist and become incarcerated are seen in the County's Juvenile Hall and through the Juvenile Boot Camp program if continued treatment is needed.
- Foster Care Youth Services, which include Katie A. services, are collaborative programs with Department of Social Services and Public Health, serving youth who have been placed in foster care.

## BEHAVIORAL HEALTH SERVICES

### COMMENTS (continued)

- Wraparound Services, as established by SB163, is a collaborative program with the Department of Social Services, Juvenile Probation, Behavioral Health Services and a community based organization (Uplift Families Services) to provide intensive wraparound services to children residing with birth parent(s), relative, adoptive parent, foster parent, or guardian to prevent out-of-home placement or placement in a higher level of care.

### Mental Health Services Act (MHSA)

In November 2004, California voters approved Proposition 63 (Mental Health Services Act) which provided funds to transform the public mental health system. The MHSA is based on the principles of recovery in an effort to keep individuals in their communities rather than in institutions or on the street. In March 2011, the passage of AB 100 (Committee on Budget – 2011) resulted in an administrative shift of responsibility from the State of California to the County. All MHSA funded programs must include the following principles:

- Community collaboration
- Cultural competence
- Client/family-driven mental health system for all targeted populations
- Wellness focus, which includes the concept of recovery and resilience
- Integrated service experiences for clients and their families throughout their interactions with the mental health system

In 2020-21, the Department will have the following MHSA programs in operation:

Community Services and Support (CSS), focusing on treatment for unserved and underserved populations.

- Full Service Partnerships - Children / Transitional Age Youth
- Full Service Partnerships - Adults / Older Adults
- System Development - Expansion Services
- System Development - Supportive Services and Structures

Prevention and Early Intervention (PEI), targeting individuals who are at risk of developing mental illness.

- Community Outreach & Wellness Center(s) (Wellness/Drop-in Centers located in Madera and Oakhurst)
- Community and Family Education

Innovation (INN) a five-year INNOVATION project, which is in the stakeholder process and will be presented to the the Madera County Board of Supervisors in the near future. The project Dads, Anxiety & Depression (DAAD) will focuses on increasing collaboration between health care providers and Behavioral Health Services for perinatal postpartum mood and anxiety disorders (PMAD) for fathers. The second project is Tele Social Support Services, which was approved by MHSAC on November 17, 2016 through October 31, 2021.



## BEHAVIORAL HEALTH SERVICES

### COMMENTS (continued)

Housing Program for the mentally ill homeless population:

- The MMHSA Housing, Inc., a non-profit, is currently operating two housing units on behalf of Behavioral Health Services for people who have mental illness. The MMHSA Housing, Inc. non-profit will continue to look for opportunities to expand housing options for the people mental illness.
- In October 2015, a seven (7) unit housing facility was opened in Oakhurst to provide housing for clients who are disabled and homeless or at risk of being homeless with priority given to veterans. Behavioral Health Services is the primary source of referrals to this facility.
- April 28 2016 MHS Housing Program Funds became available for three years of rental assistance and/or capitalized operation through MMHSA Housing Inc.
- June 25, 2018, No Place Like Home Funding was technical assistant grant for the collaboration with Self Help Enterprise Corporation. The project is to build 40-60 affordable units with 12 dedicated for clients with mental

### WORK PROGRAM

<u>Program</u>	<u>2018-19 Actual Service</u>	<u>2019-20 Estimated Service</u>	<u>2020-21 Projected Service</u>
Unique Clients Served - Mental Health	3,871	4,495	4,300
Treatment Contacts - Mental Health	45,241	41,060	41,986
Unique Clients Served - Substance Use Disorder	476	710	700
Treatment Contacts - Substance Use Disorder	3,587	7,236	15,221
Inpatient Beds Days	2,557	2,597	3,562

## BEHAVIORAL HEALTH SERVICES

### ESTIMATED REVENUES

- 651300** State – Mental Health (\$4,657,255) are projected to decrease \$2,125,156. This decrease is due to more clients are eligible for Medi-Cal. This revenue is used to offset the costs associated with mental health acute care, medication, jail inmate services (\$51,000) crisis services, as well as general outpatient services. The Department is estimating receipts for Realignment of \$3,751,559 (Account #61210), which \$375,156 revenue will be budgeted in the Social Services-Public Assistance Program budget (07530). The State limits the offset to 10% of funds received. Any short falls is recommended to be transferred from the MH Realignment 1991 Fund Balance (Fund #61210).
- 651326** State – Prop 63 MHSA (\$15,042,502) are projected to increase \$1,298,937. This revenue is used to fund MHSA programs including community services and supports, prevention and early intervention programs, innovation projects, and housing services. The Department is estimating receipts for MHSA of \$8,287,811 (Account #61740). Any short falls will is recommended to be transferred from the MHSA Fund Balance (Fund #61740). Each year receipts must be used within three years of receipt or the funds must revert back to the State.
- 656000** Federal – Mental Health Services (\$8,042,586) are projected to increase \$3,939,946. This revenue is received to pay for Medi-Cal eligible mental health and substance use disorder services to beneficiaries. These funds require a matching amount usually at the rate of 50 cents for every dollar spent.
- 656005** Federal – SAPT (\$920,721) are projected to decrease \$17,539. The Substance Abuse Prevention and Treatment are Federal Block Grant award for Substance Use Disorder.
- 656006** Federal – MHBG (\$595,572) are projected to remain the same. The Substance Abuse Prevention and Treatment are Federal Block Grant award for substance use disorder services. These funds provide for Non-Medi-Cal substance use disorder services.
- 661800** Health Fees (\$110,050) are projected unchanged. These fees are collected for services provide and include patient fee, patient insurance, and Medicare.
- 662700** Other Charges for Services (\$153,700) are projected unchanged. These funds are used to monitor local DUI and PC1000 programs and support client services in Institution for Mental Disease (IMD) facilities.
- 662800** Interfund Revenue (\$664,788) are projected to decrease \$78,161. These funds are primarily from the Department of Social Services to provide services to clients in the CalWORKS Program.

## BEHAVIORAL HEALTH SERVICES

### ESTIMATED REVENUES (continued)

**670000**      **Intrafund Revenue** (\$613,078) are projected to decrease \$919,206. This is the Department share of County Administrative COWCAP, which is funded with Realignment 1991, Local Revenue 2011, MHSA and/or SAPT funding. Decrease in COWCAP charges, and an account change

**NOTE:**

The COWACP is funded with Local Revenue funds of \$613,078

**680200**      **Operating Transfer In** (\$4,527,189) are projected to decrease \$768,236. These funds are Local Revenue 2011, AB109, Chukchansi Gambling Problem, and Friday Night Live, and Local Court Fees and Fines.

**NOTE:**

- Total Local Revenue budget is \$4,527,189 which is budget in account #67000 Intrafund and account #680200 Operating Transfer In.. Thus, the Appropriation for Contingency should be \$0, all funds should be authorized for Departmental Expense
  
- Required General Fund cash match is (\$11,973 for mental health, \$8,429 for alcohol and drug programs, and \$2,113 for the perinatal program). This General Fund match is mandated by the State; Realignment funds cannot be used for this required County Match.

**Posted Rate**

Mental Health Case Management/Brokerage	\$4.06 / minute
Mental Health Services	\$4.50 / minute
Mental Health Medication Support	\$8.29 / minute
Mental Health Crisis Intervention	\$5.83 / minute
Substance Use Disorder Individual Counseling	\$85.00 / session
Substance Use Disorder Group Counseling	\$33.05 / session

**Note**

Uniform Method of Determining Ability to Pay (UMDAP) or Sliding Fess Schedule is used to set the fees paid by families. Documentation of Income is required. There is no change in the applied discount of rate.

### SALARIES & EMPLOYEE BENEFITS

**710102**      **Permanent Salaries** (\$9,769,710) are recommended increased \$1,083,938 from current year based on cost of recommended staffing.

## BEHAVIORAL HEALTH SERVICES

### SALARIES & EMPLOYEE BENEFITS (continued)

- 710103**      **Extra Help** (\$141,938) is recommended decreased \$195,310 to fund the following positions to ensure the Department meets the State Mandates: 1.0 FTE Program Assistant II, 1.0 FTE Office Assistant II Caseworker and stipends to pay students in the master program.
- 710105**      **Overtime** (\$57,279) is recommended unchanged to provide approximately 111 hours per month to ensure the Department meets the MHSA Crisis Triage grant requirements.
- 710106**      **Standby Pay** (\$3,480) is recommended unchanged for after-hour back-up services to ensure State mandated coverage for after-hours services is met.
- 710107**      **Premium Pay** (\$5,400) is recommended unchanged for special compensation matters, based on the actual use of bilingual staff.
- 710200**      **Retirement** (\$3,711,212) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$1,567,149) is based on the employer's share of health insurance premiums and/or deferred compensation.
- 710400**      **Workers' Compensation** (\$158,976) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

- 720300**      **Communications** (\$158,785) is recommended decreased \$4,059 based on estimated telephone service costs including projected cell phone expenses. The account previously funded the Department's share of the WAN cost (\$35,572) and use of the MHPL lines for the client data system contained in the electronic medical records as mandated by HIPAA requirements.
- 720305**      **Microwave Radio Services** (\$23,962) is recommended decreased \$2,317 for the Department's use of the County's Microwave Radio Service by the Chowchilla and Oakhurst locations.
- 720500**      **Household Expense** (\$94,412) is recommended unchanged for carpet cleaning, refuse disposal and janitorial services at several locations.

## BEHAVIORAL HEALTH SERVICES

### SERVICES & SUPPLIES (continued)

- 720600**      **Insurance** (\$15,616) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720601**      **Insurance - Other** (\$42,533) is recommended unchanged to provide for this Department's portion of medical malpractice and Property premiums.
- 720800**      **Maintenance - Equipment** (\$128,190) is recommended increased \$7,931 for the maintenance of office equipment, vehicle fuel and repairs, telephone system maintenance, and WAN equipment maintenance (\$31,020). The Department utilizes the Central Garage for maintenance of 30 vehicles. The Department fleet consists of four (4) vehicles with mileage over 120,000 that results in increased maintenance costs, and over 1,000 gallons of gasoline are utilized per month. Beginning in Fiscal Year 2012-13, the Department implemented the replacement plan of a minimum of two to six (2-6) vehicles per year. Fiscal Year 2017-18 the Department established the replacement plan of two heating and air condition units in County owned buildings.
- 720900**      **Maintenance - Structures and Grounds** (\$67,589) is recommended unchanged for the repair material to four facilities.
- 721000**      **Medical/Dental/Lab** (\$39,226) is recommended unchanged based on current and projected usage for medication and laboratory testing for indigent and AB109 clients and any necessary lab expenses. Services for the AB109 population have increased, which is resulting in an increase in the medication for their treatment.
- 721100**      **Memberships** (\$35,504) is increased \$1,283 dues for the following memberships: the County Behavioral Health Directors Association of California (\$34,904), Mental Health Directors Association - Mental Health Services Act (\$600), Central Valley Housing (\$1,061), California Social Work Education Center (CalSWEC) (\$800), National Association for Behavioral Health Care (\$3,180), National Association of Behavioral Health Directors (\$200), California Institute for Mental Health (\$100), Healthcare Compliance Association (\$320), Anasazi Software National Alliance (\$400), and MHSA-PEI (\$600).
- 721300**      **Office Expense** (\$78,164) is recommended unchanged for general office supplies. This budget includes replacement of the department's computers.
- 721400**      **Professional & Specialized Services** (\$1,835,035) is recommended increased \$57,456 for contract services for psychiatrists, psychiatrist telemed, Employee Assistance Program, burglar and fire alarm monitoring, after-hour answering services, medication monitoring contract, program evaluator, conservatorship investigations, security for regular operation and evening groups, and interpreter services. This budget also includes the MHSA Housing Program Supplemental Assignments Agreement related to security as needed for the two housing projects. The Department's contract maximums are for full days of psychiatrist, telemed, and medication monitoring services; however, the service hours are based on client medical needs.

## BEHAVIORAL HEALTH SERVICES

### SERVICES & SUPPLIES (continued)

- 721416**      **Mental Health - Institute for Mental Disease (IMD)** (\$3,780,137) is recommended increased \$94,835 to fund a portion of the cost to treat patients in locked Mental Health Care facilities and unlocked Board and Care facilities. Client assistance for MHSA, AB109, PATH and MHBG with wrap around services, including housing and utilities subsidies, incentives, and purchase of clothing and/or tools for employment needs In addition, the costs include the state regulations requiring Behavioral Health to pay for a client's ancillary medical health care costs while receiving mental health care in an IMD.
- 721421**      **Mental Health - State Hospital** (\$1,414,375) is recommended unchanged for the purchase of five (5) beds at the acute level in State Mental Health Hospitals.
- 721422**      **Adult System of Care** (\$2,588,314) is recommended increased \$48,780 to fund elements of the MHSA PEI Madera and Oakhurst drop-in centers through a contract, which provides daily skill classes, including cooking, budgeting, and job club and a contract with an employment agency for five (5) to ten (10) peer support workers whose work duties are focused on engaging clients and/or family members, including those who are in crisis, and informing family members of available services in the community. These peer workers also provide follow-up on discharged clients, and they assist in parenting classes. The peer support workers satisfy the MHSA goal to integrate clients and/or family members into the mental health system. In addition, costs for the Innovation project, and the contract for after-hours crisis services including the mobile crisis are also included in this account. Additional Services include Emergency Room After Hours, overage and Crisis Mobile Service
- 721426**      **Software Maintenance/Modification** (\$41,185) is recommended unchanged for annual fees for the necessary network software. The licenses included are Encryption and Symantec's licenses with reoccurring costs, and warranties for the Department server and Microwave.
- 721445**      **SD/MC Hospital Expense** (\$4,072,427) is recommended increased \$118,614 for psychiatric inpatient services provided to Madera County Medi-Cal recipients and indigent clients in both contracted and non-contracted acute psychiatric hospitals, for Youth Day Services Treatment in licensed group home facilities, and the AB403 Foster Youth Continuum of Care Reform.
- 721446**      **Managed Care Network** (\$582,000) is recommended unchanged for contracted clinicians in the Medi-Cal Managed Care Plan to provide Mental Health Outpatient counseling to Medi-Cal recipients. These services include outpatient treatment, Therapeutic Behavioral Services (TBS), and treatment for Katie A Settlement.
- 721448**      **Kings View Support / Management Information Systems** (\$1,313,073) is recommended increased \$539,954 for computer support from Kings View for the Behavioral Health Services Department and the CernerAnasazi client software by Cerner, and other Electric Health Record expense.

## BEHAVIORAL HEALTH SERVICES

### SERVICES & SUPPLIES (continued)

- 721468**      **Professional & Specialized - Other Unidentified Services** (\$477,662) is recommended increase \$75,800 to fund alcohol and drug residential treatment for those residents who need this level of care, and provide on-site professional trainers for the curriculum and/or training of evidence-based outcomes for intervention, treatment services partially funded with Statewide MHSA PEI Sustainability and Central Valley Suicide Prevention Hotline.
- 721500**      **Publications & Legal Notices** (\$4,567) is recommended increased \$112 or the costs associated with recruiting licensed staff for the Managed Care Plan and costs associated with public service announcements required for the MHSA Plans.
- 721600**      **Rents & Leases – Equipment** (\$41,446) is recommended increased \$6,699 for the lease of copy equipment and the use of County vehicles from the Central Garage for approximately 12,400 miles; lease of equipment, including copy machines; and the use of rental cars. The Department sometimes transports clients to and from group homes, IMD's, and Board and Care facilities rather than have the client transported by ambulances. Due to the MHSA “whatever it takes” mandate, some of these services include transportation to medical appointments.
- 721700**      **Rents & Leases - Building** (\$236,719) is recommended increased \$6,699 for leased office space for the Mental Health staff located at the Madera Pine Point Recovery Center, Oakhurst Counseling Center, Chowchilla Recovery Center, the PEI-Madera Drop-in/Wellness Center, and a storage facility.
- 721900**      **Special Departmental Expense** (\$31,291) is recommended increased \$44 for educational and promotional materials, training and special activities of the Department, expenses of the Behavioral Health Advisory Board, the Quality Improvement Committee, and other enhancements related to the Mental Health Program. This account also includes funding for the reimbursement for professional license renewal per the County MOU, fees for Providers of Continuing Education, drug testing kits for Drug Court, the biological waste contract, credential verification, and fingerprinting of new hires and volunteers.
- 721909**      **Special Departmental Expense - Property Taxes** (\$0) is recommended decreased \$1,200 for Madera Irrigation District taxes.
- 722000**      **Transportation & Travel** (\$55,746) is recommended unchanged for staff to attend conferences, meetings, and training seminars, and to reimburse private mileage expense. Due to National Reform, integrated services are mandated, and with the new mandates from the Department of Health Care Services, it is critical that the Department take advantage of all training, workshops, and attend monthly meetings.
- 722100**      **Utilities** (\$102,859) are recommended increased \$3,069 for the Department’s share of utilities at County buildings occupied by Behavioral Health staff.

## BEHAVIORAL HEALTH SERVICES

### SERVICES & SUPPLIES (continued)

**NOTE:** The total Services & Supplies expenditure accounts detailed above do not reflect the Department's share of the cost for contracted mental health services to jail inmates (\$51,000). These amounts are already appropriated as expenditures in the budget of the Department providing the indirect service/benefit, and as revenue derived from Realignment Funds budgeted in the Revenue section of this document.

### OTHER FINANCING USES

**750100** **Op Transfer Out** (\$66,533) is recommended increased \$1,938. The deprecation cost is from the 7<sup>th</sup> Street site thus, charged to the Mental Health, CALWORKS Program, Alcohol and Drug Program, and the Perinatal Program. The MHSA programs (CSS, PEI, WET and INN) will not be charged for the initial remodel depreciation since the MHSA program cost was directly charged to the MHSA Capital Facilities and Technological Needs (CFTN) funds. However, the MHSA programs will be charged for the additional remodel expense.

### FIXED ASSETS

**740300** **Equipment** (\$63,939) is recommended decreased \$72,000 for the following fixed assets (there is no net-County cost associated with these assets):

1. **Vehicles** (R) (\$56,000) is recommended to replace two (2) vehicles based on the MGT study that recommended replacement of vehicles once they obtain 120,000 miles or 10 years of age. The following vehicles are recommended to be replaced:

<u>Vehicle to be Replaced</u>	<u>Odometer</u>	<u>Replacement Vehicle</u>	
(527) 2006 Chevy Malibu	140,519	AWD SUV	\$28,000
(525) 2007 Ford Taurus	137,112	Mini Van	\$28,000



COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

BEHAVIORAL HEALTH  
 SERVICES (06900)  
 Health & Sanitation  
 Health  
 General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3201	Accountant-Auditor I or							
3202	Accountant-Auditor II	1.0	-	1.0	-	-	-	
3601	Account Clerk I or							
3602	Account Clerk II or							
3349	Accounting Technician I or							
3354	Accounting Technician II	3.0	-	3.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II or	7.0	-	8.0		1.0	-	E
3205	Administrative Analyst I or							
3206	Administrative Analyst II or							
3209	Senior Administrative Analyst	1.0		1.0	-	-	-	
3610	Administrative Assistant	2.0	-	4.0	-	2.0	-	H
3115	Assistant Behavioral Health Services Director	1.0	-	1.0	-	-	-	
3299	Behavioral Health Program Supervisor or							
3173	Supervising Mental Health Clinician	8.0	2.0	10.0	-	2.0	(2.0)	K
3160	Behavioral Health Services Division Manager	3.0	-	4.0	-	1.0	-	I
3688	Central Services Worker	2.0	-	2.0	-	-	-	
3213	Certified Alcohol and Drug Counselor	6.0	-	8.0	-	2.0	-	B
2137	Director of Behavioral Health Services	1.0	-	1.0	-	-	-	
3268	Health Education Coordinator	2.0	-	3.0	-	1.0	-	J
3214	Inpatient Nurse Liaison	1.0	-	1.0	-	-	-	
3274	Licensed Mental Health Clinician or							
3275	Prelicensed Mental Health Clinician or							
3279	Senior Mental Health Caseworker	48.0	2.0	50.0	-	2.0	(2.0)	
3278	Mental Health Caseworker I or							
3279	Mental Health Caseworker II or							
3359	Mental Health Aide	22.0	4.0	31.0	-	9.0	(4.0)	C
3533	Office Assistant I or							
3534	Office Asssitant II	4.0	-	4.0	-	-	-	A
3656	Office Services Supervisor I or							
3655	Office Services Supervisor II			1.0	-	1.0	-	D

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

BEHAVIORAL HEALTH  
 SERVICES (06900)  
 Health & Sanitation  
 Health  
 General

	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		
3351 Personnel Technician I or							
3352 Personnel Technician II or							
3354 Accounting Technician I/II	1.0	-	-	-	(1.0)	-	D
3636 Program Assistant I or							
3637 Program Assistant II	12.0	1.0	13.0	-	1.0	(1.0)	
Psychiatrist	1.0	-	1.0	-	-	-	F
3266 Registered Nurse I or							
3267 Registered Nurse II	4.0	-	4.0	-	-	-	
3654 Senior Program Assistant	4.0	1.0	5.0	-	1.0	(1.0)	
3290 Staff Services Manager I	1.0	1.0	1.0	-	-	(1.0)	
Supervising Registered Nurse	1.0		1.0		-	-	G
3522 Vocational Assistant-Driver	13.0	2.0	8.0	-	(5.0)	(2.0)	B, C
<b>TOTAL</b>	<b>149.0</b>	<b>13.0</b>	<b>166.0</b>	<b>-</b>	<b>17.0</b>	<b>(13.0)</b>	

**PERMANENT POSITION NOTES:**

- A** Fund one Office Assistant I/II position through the Intrafund Expense Account. This position will work in the Public Guardian Office.
- B** Reflects the request to increase the number of Certified Alcohol and Drug Counselor by two (2). Will be offset by deletion of two (2) Vocational Assistant - Driver positions.
- C** Reflects the request to increase the number of Mental Health Caseworker I/II or Mental Health Aide by five (5). Will be offset by deletion of five (5) Vocational Assistant - Driver positions.
- D** Reflects the request to add an Office Services Supervisor I/II position by one (1). Will be offset by deletion of one (1) Personnel Technician I/II or Accounting Technician I/II
- E** Refelected the request to add one (1) Administrative Analyst I/II
- F** Reflects the request to add one (1) Psychiatrist. The Department is in the process of adding the job classification through the Civil Service Commission
- G** Reflects the request to add one (1) Supervising Registered Nurse. The Department is in the process of adding the job classification through the Civil Service Commission
- H** Reflects the request to increase the number of Administrative Assistants by two (2)

COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21

BEHAVIORAL HEALTH  
SERVICES (06900)  
Health & Sanitation  
Health  
General

**2019-20  
Authorized  
Positions**

**2020-21  
Proposed  
Positions**

**Y-O-Y  
Changes  
in Positions**

- I Reflects the request to increase the number of Behavioral Health Division Manager by one (1)
- J Reflects the request to increase the number of Health Education Coordinator by one (1)
- K Reflects the request to fund two (2) unfunded Behavioral Health Program Supervisor or Supervising Mental Health Clinician

**EXTRA HELP POSITION NOTES:**

The Behavioral Services Department is recommending to fund a total of 2.0 Full Time Equivalents (FTE) of Extra Help for Fiscal Year 2020-21.

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**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PUBLIC HEALTH  
(06810)**  
Function: **Health & Sanitation**  
Activity: **Health**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
<b>REVENUE FROM USE OF MONEY/PROPERTY</b>				
640400 Royalties	350	350	350	350
<b>TOTAL REVENUE FROM USE OF MONEY/PROPERTY</b>	<b>350</b>	<b>350</b>	<b>350</b>	<b>350</b>
<b>INTERGOVERNMENTAL REVENUE</b>				
651100 State - CA Children Services	1,215,954	989,894	989,894	989,894
651400 State - Tuberculosis Control	17,575	0	0	0
652100 State - Other Health Programs	7,140,467	8,772,328	7,692,151	7,692,151
654000 State - Other	65,064	336,925	203,602	203,602
655200 Federal - Health	968,494	1,011,979	1,011,979	1,011,979
657000 Federal - Other	4,600,751	5,030,004	8,046,373	8,046,373
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>14,008,305</b>	<b>16,141,130</b>	<b>17,943,999</b>	<b>17,943,999</b>
<b>CHARGES FOR CURRENT SERVICES</b>				
661800 Health Fees & Medi-Cal	2,170,690	2,388,690	4,088,690	4,088,690
662000 CA Children's Services	140	140	140	140
662300 Institutional Care & Services	50	0	0	0
662800 Interfund Revenue	243,332	450,506	450,506	450,506
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>2,414,212</b>	<b>2,839,336</b>	<b>4,539,336</b>	<b>4,539,336</b>
<b>MISCELLANEOUS REVENUE</b>				
670000 Intrafund Revenue	1,042,973	790,670	579,122	579,122
673000 Miscellaneous	50	23,404	173,404	173,404
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>1,043,023</b>	<b>814,074</b>	<b>752,526</b>	<b>752,526</b>
<b>OTHER FINANCING SOURCES</b>				
680200 Operating Transfers In	444,265	445,500	398,663	398,663
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>444,265</b>	<b>445,500</b>	<b>398,663</b>	<b>398,663</b>

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PUBLIC HEALTH  
(06810)**  
Function: **Health & Sanitation**  
Activity: **Health**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>17,910,155</u></b>	<b><u>20,240,390</u></b>	<b><u>23,634,874</u></b>	<b><u>23,634,874</u></b>
<b><u>EXPENDITURES:</u></b>				
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	6,343,855	6,855,489	7,110,841	7,110,841
710103 Extra Help	117,214	89,427	2,224,466	2,224,466
710200 Retirement	2,207,638	2,615,058	2,874,671	2,874,671
710300 Health Insurance	1,027,638	1,088,722	1,125,462	1,125,462
710400 Workers' Compensation Insurance	125,689	108,037	108,037	108,037
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>9,822,034</b>	<b>10,756,733</b>	<b>13,443,477</b>	<b>13,443,477</b>
<b>SERVICES &amp; SUPPLIES</b>				
720300 Communications	40,336	36,778	36,778	36,778
720305 Microwave Radio Services	72,267	60,661	60,661	60,661
720500 Household Expense	5,337	3,200	3,200	3,200
720501 Janitorial Expense	56,858	73,350	74,437	74,437
720502 Refuse Disposal Expense	31,000	31,000	31,000	31,000
720600 Insurance	22,700	50,100	9,757	9,757
720800 Maintenance - Equipment	10,200	18,808	18,808	18,808
720801 Auto, Gas, Supplies	4,084	4,000	44,000	44,000
720900 Maintenance - Structures & Grounds	3,000	3,000	3,000	3,000
720914 Pest Control Expenses	600	400	400	400
721000 Medical/Dental/Lab Supplies	135,536	136,240	204,318	204,318
721100 Memberships	22,075	17,788	17,788	17,788
721300 Office Expense	45,262	46,803	59,703	59,703
721306 Office Equipment <\$5k	8,290	29,919	73,134	73,134
721307 Furniture <\$5k	894,212	0	0	0
721400 Professional & Specialized Services	3,784,685	5,892,191	6,094,411	6,094,411
721426 Software Expenses & Licenses	38,875	57,576	57,576	57,576
721500 Publications & Legal Notices	5,192	2,430	2,430	2,430
721600 Rents & Leases - Equipment	13,832	18,575	18,575	18,575
721601 Lease - County Vehicles/Central Garage	55,743	49,114	49,114	49,114

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PUBLIC HEALTH  
(06810)**  
Function: **Health & Sanitation**  
Activity: **Health**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES (continued)				
721602 Lease - County Contracted Copiers	26,243	27,691	27,691	27,691
721700 Rents & Leases - Buildings	953,490	62,618	73,868	73,868
721900 Special Departmental Expense	124,565	105,216	132,516	132,516
722000 Transportation & Travel	94,292	117,767	117,767	117,767
722100 Utilities	111,878	114,040	115,730	115,730
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>6,560,552</b>	<b>6,959,265</b>	<b>7,326,662</b>	<b>7,326,662</b>
FIXED ASSETS				
740301 Equipment>\$5k	55,000	0	0	0
<b>TOTAL FIXED ASSETS</b>	<b>55,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
INTRAFUND TRANSFERS				
770100 Intrafund Transfer	1,281,983	2,149,976	2,449,976	2,449,976
<b>TOTAL INTRAFUND TRANSFERS</b>	<b>1,281,983</b>	<b>2,149,976</b>	<b>2,449,976</b>	<b>2,449,976</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b>17,719,569</b>	<b>19,865,974</b>	<b>23,220,115</b>	<b>23,220,115</b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>(190,586)</u></b>	<b><u>(374,416)</u></b>	<b><u>(414,759)</u></b>	<b><u>(414,759)</u></b>

## DEPARTMENT OF PUBLIC HEALTH

### COMMENTS

The mission of the Madera County Department of Public Health is to ensure that the services we provide to the community target the areas identified through our assessment process in order to reduce the impact of diseases and to promote health equity to the underserved populations. The Department works in partnership with other agencies and organizations to provide essential programs and services to create a safer and healthier Madera County. In addition to providing preventative medical and educational services, the Department is also responsible for enforcing State and local health laws. This budget does not reflect the cost, staffing, or workload of the Environmental Health Department.

To the extent possible with our available resources, the Department of Public Health provides services and programs to improve our community's health such as: communicable disease control; public health student nursing education; maternal, child, and adolescent home visitation and case management; laboratory services; vital statistics; child health & disability prevention and case management; preventive clinical services and immunizations; linkage and promotion of access to medical care through resources such as CMSP and Medi-Cal; medical case management; health education; tobacco education and prevention; chronic disease prevention; emergency preparedness; oral healthcare preventative services; and food and nutrition education services. Some program changes occur as funding cycles end and others begin as we are actively seeking new funding streams to address the needs of Madera County.

The Department of Public Health is funded by State Health Realignment, federal and state allocations and grants, private grants, and local fees. All Department of Public Health program budgets are continued to be presented in a consolidated budget document for ease of presentation. The following Department budget organizations (orgs) are included in the consolidated figures presented in this document:

<u>ORG</u>	<u>TITLE</u>
06810	Health – Administration Management, Communicable Disease, Lab, Clinic, Accreditation, Vital Statistics, Lead Poisoning Prevention Program, and Adult Welfare Nurse Services
06811	Health – County Medical Services Program (CMSP) Grants
06820	Health – Grant Programs (SNAP Ed)
06821	Health – Teen Pregnancy Prevention/CA PREP Program
06822	Health – Bioterrorism/Public Health Emergency Preparedness
06823	Health – Hospital Preparedness Program
06830	Health – Child Health & Disability Prevention (CHDP)
06831	Health – Foster Care Nurse Services
06851	Health – AIDS Surveillance and AIDS Drug Assistance Program
06852	Health – HIV Care/Ryan White
06853	Health – Housing Opportunities for Persons with AIDS (HOPWA)
06860	Health – Tobacco Education & Prevention
06861	Health – Home Visitation Programs (MCAH & CHVP)
06862	Health – CDC/Pandemic Influenza



DEPARTMENT OF PUBLIC HEALTH

**COMMENTS (continued)**

<u>ORG</u>	<u>TITLE</u>
06865	Health – Emergency Response
06870	Health – Women, Infants and Children (WIC)
06880	Health – California Children’s Services (CCS)
06890	Health – Federal Rural Health Grants (Oral Healthcare Project, Prevention Forward, REACH)
06891	Health – Adolescent Family Life Program
06893	Health – CalWORKs Home Visitation Initiative

<u>WORKLOAD</u>	<u>Actual 2018-19</u>	<u>Estimated 2019-20</u>	<u>Projected 2020-21</u>
<b><u>Clinic</u></b>			
Adult Flu Shots	990	1,304	1,400
Routine Childhood Immunizations	1,689	1,940	1,980
Tuberculosis Skin Test/Screenings	331	2,064	2,000
Latent Tuberculosis Infection Treatments	107	612	600
Clinics (STD, Family Pact, Every woman counts)	103	154	300
Pre-Employment Examinations (by department)			
Ag Commissioner	4	4	3
Animal Control	5	2	2
Assessors	0	1	1
Auditors	1	1	1
Behavioral Health	22	28	24
Board of Supervisor	2	1	1
Building Division-Planning	7	8	4
Central Garage	2	1	1
Child Support Services	2	1	2
Corrections (County Jail)	990	1,304	1,400
County Clerk-Recorder Office	1	1	1

**DEPARTMENT OF PUBLIC HEALTH**

**WORKLOAD (continued)**

	<b><u>Actual</u></b> <b><u>2018-19</u></b>	<b><u>Estimated</u></b> <b><u>2019-20</u></b>	<b><u>Projected</u></b> <b><u>2020-21</u></b>
Pre-Employment Examinations (continued)			
District Attorney	11	24	6
Elections	0	8	5
Environmental Health	2	2	2
Fire	40	22	30
General Services - Maintenance	1	2	2
IT	3	4	4
Library	7	4	4
Probation	15	10	10
Public Health	24	12	12
Public Works	41	30	40
Sheriff	13	20	20
Social Services	20	38	38
Treasurer-Tax Collector	7	2	2
Veteran Services	1	2	1
<b><u>Communicable Disease</u></b>			
Communicable Disease – Tuberculosis Cases	2	6	5
Communicable Disease Reports – Title 17 (Madera County)	3,149	3,580	3,700
Communicable Disease Reports – Title 17 (Out of County)	2,976	3,400	3,600
Communicable Disease – TB rule outs	67	74	80
<b><u>Laboratory Services &amp; Exams</u></b>			
Diarrheal Pathogen Disease Test	306	210	250
Valley Fever Screening Test	140	160	160
Active Tuberculosis Disease Screening Test	147	211	200

**DEPARTMENT OF PUBLIC HEALTH**

<b><u>WORKLOAD (continued)</u></b>	<b><u>Actual 2018-19</u></b>	<b><u>Estimated 2019-20</u></b>	<b><u>Projected 2020-21</u></b>
<b><u>Laboratory Services &amp; Exams (continued)</u></b>			
Syphilis Blood Test	421	396	400
Urinalysis Tests	540	800	700
Water Tests	396	406	400
Rabies Screening Tests	286	296	200
Urine Drug Tests	14,452	15,432	15,400
Tuberculosis Exposure Blood Test Screening	990	968	950
<b><u>Child Health and Disability Prevention Program</u></b>			
Medical Provider Record Reviews	10,000	1,700	120
Provider Vision & Hearing Screening Trainings	2	4	6
<b><u>Foster Care Program</u></b>			
Psychotropic Medication Monitoring Services Provided	18	18	20
Foster Care DSS Services Provided (Monthly Average)	900	950	1,000
Probation Cases (Monthly Average)	15	17	20
Emergency Response Nurse DSS Services Provided (Monthly Avg)	120	130	135
<b><u>California Children's Services Program</u></b>			
Therapy & Diagnosis Caseload (Average)	1,249	1,225	1,250
Monthly Medical Therapy Unit Clinic Attendance	15	18	20
Medical Therapy Unit Caseload	135	149	150

**DEPARTMENT OF PUBLIC HEALTH**

<b><u>WORKLOAD (continued)</u></b>	<b><u>Actual</u></b> <b><u>2018-19</u></b>	<b><u>Estimated</u></b> <b><u>2019-20</u></b>	<b><u>Projected</u></b> <b><u>2020-21</u></b>
<b><u>HIV/AIDS Program</u></b>			
Reported New HIV/AIDS Cases	10	16	20
Current HIV/AIDS Cases Serviced by Department	86	101	115
<b><u>Women, Infant and Children Program</u></b>			
Number of Women, Infants & Children Served (average per month)	1,598	1,500	1,500
Percent Exclusively Breastfeeding Women	24.95%	25.00%	26.00%
<b><u>Maternal Child and Adolescent Health</u></b>			
Case Management Home Visits for New and At-Risk Moms	2,536	2,845	3,000
<b><u>Community Wellness</u></b>			
Organizations Provided Support	35	40	45
Outreach and Education Sessions with Providers	120	125	120
Tobacco Youth Coalition Membership	10	10	10
Tobacco Coalition Partners	25	30	35
Births - Madera County residents	2,026	2,184	2,342
Deaths - Madera County residents	1,067	1,094	1,121
Certified Copies of Birth Certificates	256	292	292
Certified Copies of Death Certificates	2,680	2,730	2,730
EP Coalition Partners	43	45	50
Hospital Preparedness Partners and Agencies Provided Support	40	41	43
<b><u>Accreditation</u></b>			
QI Projects Completed	0	3	4

## DEPARTMENT OF PUBLIC HEALTH

### ESTIMATED REVENUES

- 640400**      **Royalties-FMC** (\$350) is recommended unchanged for prescription discount and refund revenues.
- 651100**      **State – CA Children’s Services** (\$989,894) is recommended decreased \$226,060 for California Children’s Services revenue.
- 651400**      **State – Tuberculosis Control** (\$0) is recommended decreased \$17,575 due to the end of the Tuberculosis control grant.
- 652100**      **State – Other Health Programs** (\$7,692,151) is recommended increased \$551,684 for revenues from a variety of grants coming from the State including Immunizations, Tobacco Education and Prevention, Child Health Disability Prevention, Foster Care Nurse Services, Maternal Child Adolescent Health/Adolescent Family Life Programs, AIDS Surveillance, Family Pact, County Medical Services Program grants, Lead Poisoning Prevention Program, and use of Health Realignment funding.
- 654000**      **State – Other** (\$203,602) is recommended increased \$138,538 for revenues coming from new STD and infectious disease funding, plus recurring funding from the State Pandemic Influenza grant for Emergency Preparedness.
- 655200**      **Federal – Health** (\$1,011,979) is recommended increased \$43,485 for revenues come from a variety of grants including the Federal funded portions of the California Children’s Services, Snap-Ed, and Adolescent Family Life Programs.
- 657000**      **Federal – Other** (\$8,046,373) is recommended increased \$3,445,622 for revenues from a variety of Federal grants including Women Infant and Children, Public Health Emergency Preparedness, and Hospital Preparedness Programs, and the Federal funded portions of AIDS/Ryan White & HRSA programs, Child Health Disability Prevention, Maternal Child Adolescent Health, Lead Poisoning Prevention Program, and federal funding for Department COVID-19 response.
- 661800**      **Health Fees and Medi-Cal Revenue** (\$4,088,690) is recommended increased \$1,918,000 for Medi-Cal revenue and health and laboratory fees.
- 662000**      **CA Children’s Services Assessment Fees** (\$140) is recommended unchanged for assessment fees charged for the California Children’s Services program.
- 662300**      **Institutional Care & Services** (\$0) is recommended decreased \$50 as revenue for reimbursement for medication costs and clinic fees are now budgeted in 661800 Health Fees.
- 662800**      **Interfund Revenue** (\$450,506) is recommended increased by \$207,174 for services charged to other County departments as well as Health Realignment revenue covering County services provided through the Countywide Cost Allocation Plan.

## DEPARTMENT OF PUBLIC HEALTH

### **ESTIMATED REVENUES (continued)**

- 670000**      **Intrafund Revenue** (\$579,122) is recommended decreased \$463,851 from the ending of Department of Social Services subcontracting the CalLearn program to Public Health. Revenues in this line are from services to other County agencies including drug testing, sharps disposal, pre-employment physicals, and nurse programs funded through Department of Social Services (Emergency Response Nurse, Adult Services Nurse, Foster Care Nurse).
- 673000**      **Miscellaneous** (\$173,404) is recommended increased \$23,354 for a private non-profit health grant from Kaiser Permanente and \$150,000 in donations.
- 680200**      **Operating Transfer In** (\$398,663) is recommended decreased \$45,602 for the transfer of funds from the Health Trust Funds to cover expenses utilized for the Tobacco Education & Prevention program (Trust Funds 6031 and 6032, transferred into 06860) and for administration of the Health Emergency Services Fund (Trust Fund 1312, transferred into 06810).

#### **Revenue Notes:**

- Required General Fund cash match is \$81,788. This General Fund match is mandated by the State as the County's Maintenance of Effort; Health Realignment funds cannot be used for this required County Match.

### **SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$7,110,841) are recommended increased \$766,986 based on the costs of recommended staffing and staff pay increases approved by the Board.
- 710103**      **Extra Help** (\$2,224,466) is recommended increased \$2,107,252 based on the costs for use of recommended extra-help staff, with most of the cost supporting Department COVID-19 pandemic response.
- 710200**      **Retirement** (\$2,874,671) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$1,125,462) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$108,037) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund

## DEPARTMENT OF PUBLIC HEALTH

### **SERVICES & SUPPLIES**

- 720300**      **Communications** (\$36,778) is recommended decreased \$3,558 for county phone lines, cell phones, fax lines, and maintenance of phone lines.
- 720305**      **Microwave Radio** (\$60,661) is recommended decreased \$11,606 for the department's share of cost for the data exchange of information to our satellite clinic in the mountain areas.
- 720500**      **Household Expense** (\$3,200) is recommended decreased \$2,137 based on costs for safety mats.
- 720501**      **Janitorial Expense** (\$74,437) is recommended increased \$17,579 for janitorial services based on an increase in contract price as well as higher area serviced in the new public health building.
- 720502**      **Refuse Disposal Expense** (\$31,000) is recommended unchanged for refuse disposal and infectious waste disposal.
- 720600**      **Insurance** (\$9,757) is recommended for the Department's contribution to the County's Self-Insured Liability Program, the Department's share of the County's Medical Malpractice premium, property/pollution insurance, and other insurance premiums.
- 720800**      **Maintenance - Equipment** (\$18,808) is recommended decreased \$8,608 based on expected needs for maintenance of office equipment, lab equipment, and computers.
- 720801**      **Maintenance - Auto, Gas, & Repairs** (\$44,000) is recommended increased \$39,916 for fuel and repair costs of department-owned vehicles supporting an increase of fuel use for the Department's mobile clinic and testing van.
- 720900**      **Maintenance - Structures and Grounds** (\$3,000) is recommended unchanged for maintenance costs of facilities and grounds.
- 720914**      **Maintenance – Pest Control** (\$400) is recommended decreased \$200 from prior year based on decreased costs for pest control services at new facility.
- 721000**      **Medical, Dental & Laboratory Supplies** (\$204,318) is recommended increased \$64,782 to fund the necessary medications and supplies for clinical services and specialty clinics, Flu clinic vaccines, selected immunization vaccines, medications used to treat Tuberculosis and STDs, laboratory supplies, AIDS test kits and supplies, and personal protective equipment.

## DEPARTMENT OF PUBLIC HEALTH

### **SERVICES & SUPPLIES** (continued)

- 721100**      **Memberships** (\$17,788) are recommended decreased \$4,287 for memberships with the Health Officers Association of California, Maternal Child Health Directors, California Council of Local Health Nursing Directors, Conference of Health Executives Association of California, California Rural Health Association, National Association of City & County Health Officials, the American Public Health Association, Tobacco LLA Project Director's Association, California Conference of Local Health Department Nutritionists, American Dietetic Association, National WIC Association, and California WIC Association.
- 721300**      **Office Expense** (\$59,703) is recommended increased \$14,441 for general office supplies.
- 721306**      **Equipment Less than \$5k** (\$73,134) is recommended increased \$64,844 for purchase of laptops for increased flexibility of operations, replacing older computers, printers, and other electronic equipment.
- 721307**      **Furniture Less than \$5k** (\$0) is recommended decreased \$894,212 due to obtaining furniture for the new public health building in prior year.
- 721400**      **Professional & Specialized Services** (\$6,094,411) is recommended increased \$2,309,726 due to a one-time increase in participation payment for the Medi-Cal Intergovernmental Transfer program. This increase is completely offset by increased program funding. Other expenses in this account include routine costs of essential contracted services such as for the Public Health Laboratory Director, proficiency testing for Laboratory certifications, medical waste fees, occupational therapy services at Gould School Medical Therapy Program, numerous emergency preparedness contracts with Madera County healthcare partners, external lab and professional services fees for various programs, and subcontracts required under the Department's grant programs.
- 721426**      **Software** (\$57,576) is recommended increased \$18,701 for electronic health record software as well as various specialized software utilized for collecting, analyzing, and reporting information for various grant funded programs.
- 721500**      **Publications & Legal Notices** (\$2,430) is recommended decreased \$2,762 for continuous and new employment recruitments specifically for Public Health; ads in local area newspapers for health education programs; and public service ads for emergency preparedness/flu shot clinics.
- 721600**      **Rents & Leases - Equipment** (\$18,575) is recommended increased \$4,743 for leased department computers and other equipment.
- 721601**      **Lease – Central Garage Vehicles** (\$49,114) is recommended decreased \$6,629 for use of County Central Garage Vehicles used by department programs.



## DEPARTMENT OF PUBLIC HEALTH

### **SERVICES & SUPPLIES (continued)**

- 721602**      **Lease – Copier Agreements** (\$27,691) is recommended increased \$1,448 for copier lease and maintenance agreements.
- 721700**      **Rents & Leases - Building** (\$73,868) is recommended decreased \$879,622 based on a change in account used for budgeting rent for the new Public Health building to account 770100 Intrafund Transfer. Expenses in 721700 cover rent of satellite clinic in Chowchilla and storage space leases.
- 721900**      **Special Departmental Expense** (\$132,516) is recommended increased \$7,951 for a variety of expenses such as required laboratory license fees and the California EPA fee; professional staff licensing renewals; and educational materials and client incentives for public health programs.
- 722000**      **Transportation & Travel** (\$117,767) is recommended increased \$23,475 for departmental travel to support required trainings and to reimburse staff mileage for use of personal vehicles in the course of work in compliance with the various programs' scope of work.
- 722101**      **Gas & Electricity** (\$115,730) is recommended increased \$3,852 for the cost for utilities for the Public Health building and satellite clinics.

### **INTRAFUND TRANSFERS**

- 770100**      **Intrafund Transfer** (\$2,449,976) is recommended increased \$1,167,993 for increased Information Technology costs as well as now including the cost of rent for the new Public Health building. This line includes: IT expenses for \$1,149,242 for network fees, required upgrades, help desk tickets, information security, and ONESolution costs; Voice over IP (VoIP) IT and phone costs of \$119,597; Human Resource costs of \$15,000; 311 Customer Service Center costs of \$5,000; Retiree Health Benefits of \$200,000; Environmental Health services for use of REHS staff projected at \$14,881; building and grounds maintenance services projected at \$30,322; Oakhurst rent for WIC program of \$22,174; and rent for the new Public Health building at \$893,760. Most of the recommended increase is due to the change in budget line used for building rent.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PUBLIC HEALTH  
(06800)**  
Function: **Health & Sanitation**  
Activity: **Health**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20</u> <u>Authorized</u> <u>Positions</u>		<u>2020-21</u> <u>Proposed</u> <u>Positions</u>		<u>Y-O-Y</u> <u>Changes</u> <u>in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3201	Accountant-Auditor I or							
3202	Accountant-Auditor II	-	-	1.0	-	1.0	-	A
3349	Accounting Technician I or							
3354	Accounting Technician II	2.0	-	2.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II	6.0	2.0	6.0	2.0	-	-	
3610	Administrative Assistant	2.0	-	2.0	-	-	-	
4110	Assistant Public Health Director	1.0	-	1.0	-	-	-	
3688	Central Services Worker	0.5	-	0.5	-	-	-	
3417	Communicable Disease Investigator	1.0	-	2.0	-	1.0	-	B
3528	Community Health & Wellness Assistant or							
3529	Public Health Case Management Assistant or							
3535	Public Health Clinical Services Assistant	4.0	2.0	5.0	1.0	1.0	(1.0)	C
3196	Deputy Public Health Director-Clinical & Nursing Services	1.0	-	1.0	-	-	-	
3197	Deputy Public Health Director-Operations	-	-	1.0	-	1.0	-	D
3525	Epidemiologist	1.0	-	1.0	-	-	-	
3268	Health Education Coordinator	3.0	1.0	5.0	1.0	2.0	-	E
3519	Health Education Specialist	12.0	4.0	13.0	1.0	1.0	(3.0)	F
3253	Nurse Practitioner	1.0	1.0	-	1.0	(1.0)	-	G
3504	Nutrition Assistant I or							
3505	Nutrition Assistant II	10.0	1.0	11.0	-	1.0	(1.0)	H
3259	Nutritionist or							
3523	Nutritionist Intern	2.0	1.0	2.0	1.0	-	-	
3533	Office Assistant I or							
3534	Office Asssitant II	3.0	1.0	3.0	1.0	-	-	
3185	Physical/Occupational Therapy Unit Supervisor	1.0	-	1.0	-	-	-	

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PUBLIC HEALTH  
(06800)**  
Function: **Health & Sanitation**  
Activity: **Health**  
Fund: **General**

	<b>2019-20</b>		<b>2020-21</b>		<b>Y-O-Y</b>		
	<b>Authorized</b>		<b>Proposed</b>		<b>Changes</b>		
	<b>Positions</b>		<b>Positions</b>		<b>in Positions</b>		
3233 Physical Therapist	1.0	-	1.0	-	-	-	
3636 Program Assistant I or							
3637 Program Assistant II	3.0	-	4.0	-	1.0	-	I
3329 Program Manager	1.0	-	1.0	-	-	-	
2126 Public Health Director	1.0	-	1.0	-	-	-	
3502 Public Health Education Assistant	13.0	-	11.0	-	(2.0)	-	I
3182 Public Health Laboratory Director (Contract)	1.0	-	1.0	-	-	-	
3330 Public Health Laboratory Technician	1.0	-	1.0	-	-	-	
3216 Public Health Microbiologist							
3228 or Lab Intern	1.0	-	1.0	-	-	-	
3263 Public Health Nurse I or							
3264 Public Health Nurse II	8.0	2.0	9.0	2.0	1.0	-	G
2149 Public Health Officer	1.0	-	1.0	-	-	-	
Public Health Physician	1.0	-	-	-	(1.0)	-	G
3198 Public Health Program Manager	5.0	-	5.0	-	-	-	
3260 Registered Dietician or							
3523 Nutritionist Intern	1.0	1.0	1.0	1.0	-	-	
3266 Registered Nurse I or							
3267 Registered Nurse II or							
3333 Licensed Vocational Nurse I or							
3331 Licensed Vocational Nurse II	4.0	2.0	2.0	1.0	(2.0)	(1.0)	G
3349 Accounting Technician I or							
3354 Accounting Technician II or							
3353 Senior Accounting Technician	1.0	1.0	1.0	1.0	-	-	
3209 Senior Administrative Analyst	1.0	-	1.0	-	-	-	
3379 Business Systems Information Systems Analyst I/II	-	-	1.0	-	1.0	-	J
3357 Senior Nutrition Assistant	4.0	-	4.0	-	-	-	
3654 Senior Program Assistant	-	-	1.0	-	1.0	-	I

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PUBLIC HEALTH  
(06800)**  
Function: **Health & Sanitation**  
Activity: **Health**  
Fund: **General**

		<b>2019-20 Authorized Positions</b>		<b>2020-21 Proposed Positions</b>		<b>Y-O-Y Changes in Positions</b>	
3526	Supervising Public Health Nurse	2.0		2.0		-	-
3503	Therapy Assistant	1.0	-	1.0	-	-	-
<b>TOTAL</b>		<b>101.5</b>	<b>19.0</b>	<b>107.5</b>	<b>13.0</b>	<b>6.0</b>	<b>(6.0)</b>

**PERMANENT POSITION NOTES:**

- A** Reflects the request of the Department to add one (1) Accountant-Auditor I/II position for increased fiscal tracking needed for new Public Health grants.
- B** Reflects the request of the Department to add one (1) Communicable Disease Investigator position needed for new Public Health grants.
- C** Reflects the request to fund one (1) flexibly staffed Community Health & Wellness Assistant, Public Health Case Management Assistant, or Public Health Clinical Services Assistant based on projected program needs.
- D** Reflects the request to add one (1) Deputy Public Health Director - Operations position necessary for Department operations oversight.
- E** Reflects the request to fund one (1) Health Education Coordinator approved mid-year in FY 2019-20 by the Board on 9/17/2019, and add one (1) funded Health Education Coordinator position necessary to meet supervisory requirements for the new CA Home Visiting Program Expansion grant.
- F** Reflects the request to add one (1) funded Health Education Specialist for the new CA Home Visiting Program Expansion grant, and decrease three (3) unfunded Health Education Specialist positions based on projected program needs.
- G** Reflects the request of the Department to decrease one (1) funded Nurse Practitioner, decrease two (2) funded and one (1) unfunded flexibly staffed Registered Nurse I/II or Licensed Vocational Nurse I/II positions, decrease (1) funded Public Health Physician, and add one (1) funded Public Health Nurse position based on projected clinic and health program needs.
- H** Reflects the request to fund one (1) Nutrition Assistant I/II based on projected program needs.
- I** Reflects the request to decrease two (2) funded Public Health Education Assistant positions and add one (1) funded Program Assistant I/II position and one (1) funded Senior Program Assistant Position to meet current program needs for support of new health grants.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PUBLIC HEALTH  
(06800)**  
Function: **Health & Sanitation**  
Activity: **Health**  
Fund: **General**

**2019-20  
Authorized  
Positions**

**2020-21  
Proposed  
Positions**

**Y-O-Y  
Changes  
in Positions**

**J** Reflects the request of the Department to add one (1) Business Systems Information Systems Analyst I/II position for implementation and ongoing administration of new software and databases.

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**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: ENVIRONMENTAL  
HEALTH (07100)  
Function: Health & Sanitation  
Activity: Health  
Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
LICENSES, PERMITS & FRANCHISES				
620704 Environmental Health Permits	1,215,000	1,215,000	1,375,000	1,375,000
620711 Automation Fee	14,000	14,000	18,000	18,000
<b>TOTAL LICENSES, PERMITS &amp; FRANCHISES</b>	<b>1,229,000</b>	<b>1,229,000</b>	<b>1,393,000</b>	<b>1,393,000</b>
FINES, FORFEITURES & PENALTIES				
630307 Other Fines/Forfeitures & Penalties	20,000	20,000	25,000	25,000
<b>TOTAL FINES, FORFEITURES &amp; PENALTIES</b>	<b>20,000</b>	<b>20,000</b>	<b>25,000</b>	<b>25,000</b>
INTERGOVERNMENTAL REVENUE				
654000 State - Other	70,000	70,000	25,258	25,258
657000 Federal - Other	60,000	60,000	31,500	31,500
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>130,000</b>	<b>130,000</b>	<b>56,758</b>	<b>56,758</b>
CHARGES FOR CURRENT SERVICES				
661502 Booking Fees - County				
661800 Environmental Health Fees	147,000	147,000	180,000	180,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>147,000</b>	<b>147,000</b>	<b>180,000</b>	<b>180,000</b>
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	15,244	15,244	10,000	10,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>15,244</b>	<b>15,244</b>	<b>10,000</b>	<b>10,000</b>
OTHER FINANCING SOURCES				
680200 Operating Transfers In	70,000	70,000	70,000	70,000
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>1,611,244</u></b>	<b><u>1,611,244</u></b>	<b><u>1,734,758</u></b>	<b><u>1,734,758</u></b>

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: ENVIRONMENTAL  
HEALTH (07100)  
Function: Health & Sanitation  
Activity: Health  
Fund: General

	<b>BOARD APPROVED 2019-20</b>	<b>CAO BASELINE 2020-21</b>	<b>DEPARTMENT REQUEST 2020-21</b>	<b>CAO RECOMMENDED 2020-21</b>
<b><u>EXPENDITURES:</u></b>				
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	875,355	875,355	792,290	792,290
710103 Extra Help	121,114	121,114	268,811	268,811
710105 Overtime	500	500	500	500
710106 Standby-HazMat Emergency Response	10,000	10,000	10,000	10,000
710200 Retirement	312,155	312,155	339,305	339,305
710300 Health Insurance	136,790	136,790	168,522	168,522
710400 Workers' Compensation Insurance	24,690	24,690	21,604	21,604
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>1,480,604</b>	<b>1,480,604</b>	<b>1,601,032</b>	<b>1,601,032</b>
<b>SERVICES &amp; SUPPLIES</b>				
720200 Clothing & Personal Supplies	2,500	2,500	2,500	2,500
720300 Communications	6,000	6,000	6,000	6,000
720600 Insurance	8,640	8,640	9,818	9,818
720800 Maintenance - Equipment	2,000	2,000	2,000	2,000
721000 Medical, Dental & Lab Supplies	200	200	200	200
721100 Memberships	2,000	2,000	2,000	2,000
721300 Office Expense	18,000	18,000	19,908	19,908
721400 Professional & Specialized Services	50,000	50,000	50,000	50,000
721500 Publications & Legal Notices	300	300	300	300
721600 Rents & Leases - Equipment	25,500	25,500	25,500	25,500
721900 Special Departmental Expense	4,000	4,000	4,000	4,000
722000 Transportation & Travel	11,500	11,500	11,500	11,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>130,640</b>	<b>130,640</b>	<b>133,726</b>	<b>133,726</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b>1,611,244</b>	<b>1,611,244</b>	<b>1,734,758</b>	<b>1,734,758</b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>



## CED - ENVIRONMENTAL HEALTH DIVISION

### **COMMENTS**

Under the jurisdiction of the Community and Economic Development Department, the purpose of the local Environmental Health Division (EHD) is to enhance Madera County's quality of life by protecting public health and safeguarding environmental quality, educating the public to increase environmental awareness in an effective and efficient manner while implementing and enforcing local, state, and federal environmental laws. Legal authorities for local EHD programs are cited in the California Health and Safety Code, California Code of Regulations Title 17 and 22, and local ordinances and regulations.

The Environmental Health Division has several designated functions as set forth in the California Health and Safety Code. The Solid Waste Program is the Local Enforcement Agency (LEA) for all solid waste facilities in Madera County, the Water Program is the Local Primacy Agency (LPA) for the Small Water Systems in Madera County and the Hazardous Material Program is the Certified Unified Program Agency (CUPA). The CUPA Program was established by SB 1082, and it consist of six regulatory programs. Funding for all Environmental Health Programs are generated from new permits and annual operating permit fees.

Programs overseen by Environmental Health Division:

- **Land Use**

The Land Use Program safeguards and promotes the health and well-being of the public through the application of environmental health principles of effective land use. It prevents public hazards and mitigates environmental degradation that may result from improperly planned land development.

- **Food Safety**

The purpose of this program is to assure that food provided for human consumption is wholesome, properly labeled and safe, and that it has been produced, handled, and stored under conditions and by practices which are safe and sanitary to prevent the occurrence of foodborne illnesses. Environmental Health strives to promote and educate food safety to the public.

- **Housing and Institutions**

This program is established to gain compliance with the requirements for sanitation, maintenance, ventilation, use and occupancy for apartments, dwellings, camps, motel/hotels, detention facilities, and organized camps. These facilities are inspected under provisions of California state law in order to ensure safe and healthful shelters for all residence and visitors.

- **Recreational Health; Pools, Spas, and Camps**

The purpose of this program is to assure that all public recreational waters, and public pools and spas are free of safety hazards, disease and life threatening occurrences.

**COMMENTS** (continue)

- **Water Quality: Small Public Water Systems, and Water Well Permitting**

This program seeks to assure that public water supplies are suitable for domestic use. Small public water systems are routinely inspected to assure proper operations and maintenance.

- **Solid Waste: Landfills, Transfer Stations and Closed Sites**

The purpose of the Solid Waste Management Program is to protect the health, safety and well-being of the public and to preserve and improve the quality of the environment by assuring proper storage and disposal of solid waste.

- **Liquid Waste: Onsite Wastewater Treatment Systems, and Septic System Permitting**

The purpose of the Liquid Waste Program is to protect the health of the public and environment from the improper disposal of sewage from onsite wastewater treatment systems.

- **Certified Unified Program Agency (CUPA): Hazardous Material/Waste, Underground Storage Tanks, Accidental Release Program**

The purpose of the CUPA is to consolidate, coordinate, and to make consistent the administrative requirements, permits, inspection, and enforcement activities of the following six environmental and emergency response programs. The six programs are: Hazardous Material/Waste, Underground Storage Tanks (UST), Aboveground Storage Tanks (AST), California Accidental Release Prevention (CalARP) and Emergency Response.

- **Medical Waste/ Tattoo & Body Art**

The purpose of this program is to protect the health of the public, health care facility personnel, and landfill personnel from exposure to medical waste containing potentially communicable pathogenic organisms.

- **Childhood Lead Investigation**

The purpose of this program in conjunction with the County Public Health Department is to protect children from lead exposures.

**CED - ENVIRONMENTAL HEALTH DIVISION**

**WORKLOAD in FTE**

	<b><u>Actual</u></b> <b><u>2018-19</u></b>	<b><u>Estimated</u></b> <b><u>2019-20</u></b>	<b><u>Projected</u></b> <b><u>2020-21</u></b>
CUPA	4.0	4.0	4.0
Land Use	.5	.5	1.0
Food	2.5	2.5	4.0
Water Systems	4.0	4.0	4.0
Waste Management – Liquid	1.0	1.0	1.0
Waste Management – Solid	1.0	1.0	1.0
Recreational Health (Pools, Spas, Camps)	<u>.5</u>	<u>.5</u>	<u>1.0</u>
	<b><u>13.5</u></b>	<b><u>13.5</u></b>	<b><u>16.0</u></b>

**ESTIMATED REVENUES**

- 620704**      **Environmental Health Permits Fees** (\$1,375,000) is recommended increase of \$160,000 based on projected increase in annual permit fees.
  
- 620711**      **Automation Fee** (\$18,000) is recommended increase of \$4,000 based on increase permits. This fee is to provide maintenance, computer/tablet replacement, and software updates to perform Environmental Health daily functions.
  
- 630300**      **Fines and Penalties** (\$25,000) is recommended increase of \$ 5,000 based on ongoing Environmental Health Divisions administrative enforcements.
  
- 654000**      **Local Enforcement Agency Grant** (\$25,258) is recommended decrease of \$44,742 based on annual award grant from Cal Recycle for the support of the solid waste facility permit and inspection program.
  
- 657000**      **FED – Other (Safe Drinking Water Grant and FDA / Cal EMA Grant)** (\$31,500) is recommended decrease of \$49,000 due to annual grant award ending in fiscal year 2020/21.
  
- 661800**      **Environmental Health Fees** (\$180,000) is recommended increase of \$33,000 based on projected countywide new business developments in Madera County for the upcoming fiscal year.
  
- 670000**      **Intrafund Revenue** (\$10,000) is recommended based on projected services Environmental Health Division provides to other County Departments/Divisions.
  
- 680200**      **Operating Transfer In – Solid Waste Annual Fee (LEA)** (\$70,000) is recommended unchanged based on annual payment from Public Works for the support of the solid waste facility permit and inspection program for County facilities.

## CED - ENVIRONMENTAL HEALTH DIVISION

### SALARIES & EMPLOYEE BENEFITS

- 710102**      **Permanent Salaries** (\$792,290) is recommended decrease of \$83,065 based on the cost of recommended staffing and one (1) senior staff leaving. Environmental Health is proposing to fill two (2) approved vacant permanent positions in FY 2019/20. This recommendation is entirely revenue offset.
- 710103**      **Extra Help** (\$268,811) is recommended increase of \$147,697 for the use of Extra-Help professional staff which is necessary to meet and maintain State mandatory program requirements of permitting, inspection and enforcement actions. It is recommended to fund six extra help Environmental Health Specialist/REHS I or REHS II to ensure the Division meets its mandated inspections as well as an extra help Program Assistant to assist the Division's program workload. The Division's Permit and Health Fees, as well as revenue derived from penalties will help supplement extra help position salaries. Also the FED Safe Drinking Water grant will also help fund salaries in the amount of \$21,000 this fiscal year. EHD goal is to promote extra help staff to fill current vacant REHS permanent positions once they obtain State Registered Environmental Health Specialist (REHS) status and meet the job performance and classification requirements.
- 710105**      **Overtime** (\$500) is recommended unchanged to allow personnel to meet public safety needs.
- 710106**      **Standby-HazMat Emergency Response** (\$10,000) is recommended unchanged for hazardous materials emergency response on-call duty.
- 710200**      **Retirement** (\$339,305) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$168,522) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$21,604) reflects the Division's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

- 720200**      **Clothing & Personal Supplies** (\$2,500) is recommended unchanged based on the cost for field staff uniforms and for protective/safety equipment for use in dealing with hazardous material and/or general environmental health field work. The Cal Recycle Local Enforcement Agency Grant will fund \$400 of this expense.
- 720300**      **Communications** (\$6,000) is recommended unchanged for cellular phone services, equipment's and maintenance, including internet access, mobile hot spot for laptop computers and annual services. The Cal Recycle Local Enforcement Agency Grant will fund \$4,000 of this account.

**CED - ENVIRONMENTAL HEALTH DIVISION**

**SERVICES & SUPPLIES (continued)**

- 720600**      **Insurance** (\$9,818) reflects the Division’s contribution to the County’s Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$2,000) is recommended unchanged for the maintenance/replacement and/or purchase of equipment or materials related to performing environmental health type duties. The Cal Recycle Local Enforcement Agency Grant will fund \$1,500 of this account.
- 721000**      **Laboratory and Testing Supplies** (\$200) is recommended unchanged to provide the Division with equipment/material necessary to perform environmental health program duties.
- 721100**      **Memberships** (\$2,000) is recommended unchanged to provide memberships for the California Conference of Directors of Environmental Health (\$1,500), and (\$500) for ongoing Environmental Health organizations or committees. Memberships in these organizations provide essential tools such as revised codes, regulations, professional training and technical expertise necessary in administering local environmental health programs and providing consistency statewide.
- 721300**      **Office Expense** (\$19,908) is recommended for general office supplies/equipment, work related supplies/equipment, outsource printing cost, and day-to-day administrative activity. The Cal Recycle Local Enforcement Agency Grant will fund \$5,400 of this account.
- 721400**      **Professional & Specialized Services** (\$50,000) is recommended unchanged to provide specialized laboratory testing/analysis, administrative enforcement activities and annual software maintenance license agreement for EHD database Acella.
- \$ 4,155      Environmental testing of Wastewater/Water, hazardous material, food borne illness investigation, and administrative enforcement/ compliance activity.
- \$ 45,845      Annual Software License and Support agreement cost for Envision Connect (Accela) and for all State required Environmental Health reporting activities.
- 721500**      **Publications & Legal Notices** (\$300) is recommended unchanged for public notices and notices required under the California Accidental Release Program (CalARP) for each facility in the County that stores and/or uses certain quantity of specific chemicals in the manufacturing process and for Environmental Health notices/publications.
- 721600**      **Rents & Leases - Equipment** (\$25,500) is recommended unchanged based on current and projected expenses for the rental of vehicles from Central Garage and for EHD color copy machine lease option through (Ricoh).

## CED - ENVIRONMENTAL HEALTH DIVISION

### SERVICES & SUPPLIES (continued)

- 721900**      **Special Departmental Expense** (\$4,000) is recommended unchanged to fund special projects, specialized training courses and educational/training materials and/or equipment relating to Environmental Health. A portion of this funding is recommended for professional state registration renewals for staff as per County agreement (renewal of state registration is every two years). Also included in this account are funds to purchase review courses or provide training for the Registered Environmental Health Specialist (REHS) exam. The Division does not currently have an in-house classroom training program that would improve the employee's ability to successfully pass the State REHS exam. This recommendation should assist in retaining non-registered health specialists. The Cal Recycle Local Enforcement Agency Grant will fund \$1,200 of the recommended amount for this account annually.
- 722000**      **Transportation & Travel** (\$11,500) is recommended unchanged for the cost of registration, meals, and lodging for staff attending meetings, training, seminars, and conferences, in order to maintain required REHS continuing education units, and to reimburse private mileage costs. The Cal Recycle Local Enforcement Agency Grant will fund \$5,500 of this account.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: ENVIRONMENTAL  
HEALTH (07100)  
Function: Health & Sanitation  
Activity: Health  
Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
4101	Deputy Director of CED-Environmental Health	1.0	-	1.0	-	-	-	
3156	Environmental Health Specialist or							
3157	Registered Environmental Health Specialist I or							
3158	Registered Environmental Health Specialist II or							
3418	Permit Technician	6.5	1.5	6.5	1.5	-	-	
3165	Senior Registered Environmental Health Specialist	4.0	-	4.0	-	-	-	
3172	Supervising Environmental Health Specialist	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<b>13.5</b>	<b>1.50</b>	<b>13.5</b>	<b>1.50</b>	<b>-</b>	<b>-</b>	

**NOTES:**

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: RMA -  
 ENGINEERING (11100)  
 Function: Liner Fund  
 Activity: Refuse  
 Fund: Enterprise Fund

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
BEGINNING FUND BALANCE	3,251,742	3,251,742	3,700,639	3,700,639
<b><u>ESTIMATED REVENUES:</u></b>				
640101 Interest on Cash	25,000	25,000	76,489	76,489
640300 Rents & Concessions	11,040	11,040	11,160	11,160
662100 Sanitation/Landfill Surcharge	6,539,905	6,539,905	7,730,465	7,730,465
662101 Landfill Surcharges	547,862	547,862	473,230	473,230
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>7,123,807</u></b>	<b><u>7,123,807</u></b>	<b><u>8,291,344</u></b>	<b><u>8,291,344</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720200 Clothing and Personal Supplies	250	250	0	0
720300 Communications	11,000	11,000	12,500	12,500
720500 Household Expenses	1,200	1,200	400	400
720501 Janitorial	2,400	2,400	3,000	3,000
720600 Insurance	59,414	59,414	70,731	70,731
720601 General Insurance	24,250	24,250	43,170	43,170
720800 Maintenance of Equipment	2,000	2,000	0	0
721300 Office Expense	2,000	2,000	4,000	4,000
721302 Postage	200	200	250	250
721400 Professional & Specialized Services	3,830,000	3,830,000	5,743,571	5,743,571
721426 Software Maintenance	5,000	5,000	5,000	5,000
721600 Rents & Leases - Equipment	3,000	3,000	0	0
721602 Rent/Lease Other Eqpt	2,800	2,800	3,000	3,000
721800 Small Tools & Instruments	1,500	1,500	550	550
721900 Special Departmental Expense	376,000	376,000	475,000	475,000
722100 Utilities	40,000	40,000	45,200	45,200
<b><u>TOTAL SERVICES &amp; SUPPLIES</u></b>	<b><u>4,363,514</u></b>	<b><u>4,363,514</u></b>	<b><u>6,406,372</u></b>	<b><u>6,406,372</u></b>
OTHER CHARGES				
731400 Interfund Expense	500,000	500,000	500,000	500,000

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: RMA -  
 ENGINEERING (11100)  
 Function: Liner Fund  
 Activity: Refuse  
 Fund: Enterprise Fund

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
731401 Interfund Expend-Cost Plan	119,340	119,340	79,101	79,101
<b>TOTAL OTHER CHARGES</b>	<b>619,340</b>	<b>619,340</b>	<b>579,101</b>	<b>579,101</b>
FIXED ASSETS				
740200 Buildings and Improvements	3,430,000	3,430,000	3,767,995	3,767,995
<b>TOTAL FIXED ASSETS</b>	<b>3,430,000</b>	<b>3,430,000</b>	<b>3,767,995</b>	<b>3,767,995</b>
OTHER FINANCING USES				
750100 Operating Transfers Out-Gen Fund	70,000	70,000	70,000	70,000
750102 Operating Transfer Out	125,000	125,000	0	0
<b>TOTAL OTHER FINANCING USES</b>	<b>195,000</b>	<b>195,000</b>	<b>70,000</b>	<b>70,000</b>
770100 Intrafund Transfer	0	0	200,000	200,000
780100 Appropriation for Contingency	1,767,695	1,767,695	979,832	979,832
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>10,375,549</u></b>	<b><u>10,375,549</u></b>	<b><u>12,003,300</u></b>	<b><u>12,003,300</u></b>
<b><u>USE OF FUND BALANCE (REV - EXP)</u></b>	<b><u>3,251,742</u></b>	<b><u>3,251,742</u></b>	<b><u>3,711,956</u></b>	<b><u>3,711,956</u></b>

**COMMENTS**

The County of Madera has a contractual agreement with Red Rock Environmental Group, effective November 1, 2012, for the purpose of operating the County's sanitary landfill at Fairmead (Landfill). The Landfill is kept open to the public Monday - Friday 8:00 A.M. to 4:30 P.M. and Saturday from 7:00 A.M. to 2:30P.M., except for designated Holidays. The County also has a contractual agreement with Red Rock Environmental Group for the combined operation of the North Fork Transfer Station, inclusive of hauling waste from the transfer station to the Landfill. The North Fork Transfer Station is open to the public Thursday – Monday from 9:00 A.M. to 5:00 P.M. During 2007-08, a Household Hazardous Waste (HHW) facility was constructed and placed into operation at the Landfill in an effort to divert HHW from being deposited into the Landfill. The HHW facility is open to the public on Saturdays from 9:00 AM to 1:00 PM at no cost to County residents to dispose of household hazardous waste. Madera County has two franchise haulers: Red Rock Environmental Group is the franchisee for waste collected from areas below the 1,000 ft elevation and Emadco Disposal is the franchisee for waste collected from areas above the 1,000 ft elevation.

**Solid Waste Flow Control Agreement**

On January 19, 2015 Madera County entered into an agreement (MCC-10423-C-2015) with Mid Valley Disposal Inc. (MVD) to bring non-franchise waste including the City of Madera and the City of Chowchills to the Fairmead Landfill. This agreement will expire on 12/31/2020 unless a 5 year term extension is agreed upon by the parties. The agreement allows for a reduced contractual tipping fee with annual adjustments based on CPI. The projected tipping fees for 2020/2021 are \$23.87/ton plus CPI for Municipal Solid Waste (MSW), \$16.10/ton plus CPI for Green Waste and \$17.77/ton plus CPI for Wood Waste.

**Public Tipping Fee Rates**

On May 19, 2020, the Board of Supervisors approved adjustments to the public tipping fees at the Fairmead Landfil (FL) of \$61.86/ton for MSW, \$32.08/ton for Wood Waste, and \$21.39/ton for Green/Yard Waste.

The Board also approved adjustments to the public tipping fees at the North Fork Transfer Station as follows: \$111.68/ton for MSW, \$21.39/ton for Grean/Yard Waste, and \$32.08/ton for Wood Waste for both facilities. A

All rates are adjusted on July 1<sup>st</sup> of every year and shall be subject to annual CPI adjustment.

On June 11, 2019 the Board of Supervisors increased the tipping fee for Franchise Haulers to \$55 per to

**RMA - REFUSE DISPOSAL  
Liner Fund**

**ESTIMATED REVENUES**

This budget is funded by landfill surcharges based on the current tipping fees and rents received. The Valley Collection Franchise agreement with Redrock Environmental Group and the Mountain Franchise Agreement with Emadco Disposal have a franchise fee of 6% of gross billings. (Revenues for this budget are reflected on the appropriation request.)

- 640101**      **Interest on Cash** (\$76,489) is recommended increased \$51,489 based on Interest earned on balance in Liner fund.
- 640300**      **Rents & Concessions** (\$11,160) is recommended increased \$120 for rents collected from (1) rental property owned by the County, which is located on Landfill property.
- 662100**      **Sanitation/Landfill Surcharge** (\$7,730,465) is recommended increased \$1,190,560 for payments received from Contracted partners for monthly charges.
- 662101**      **Landfill Surcharge** (\$473,230) is recommended increased \$24,650 for revenue collected from the NorthFork transfer station operation.

**EXPENDITURES**

- 720300**      **Communications** (\$12,500) is recommended increased \$1,500 for multiple telephone lines and an interent connection for landfill operations.
- 720500**      **Household Expense** (\$400) is recommended reduced \$800 for the purchase of drinking water.
- 720501**      **Janitorial** (\$3,000) is recommended unchanged for janitorial services .
- 720600**      **Insurance** (\$70,731) is recommended to reflect the Department's contribution to the County's Self-Insured Liability Program.
- 720601**      **General Insurance** (\$43,170) is recommended to provide for the landfill pollution insurance required for the State permit.
- 721100**      **Memberships** (\$0) zero is recommended unchanged for annual membership fees as they will now be paid for out of 01300 Public Works then reimbursed.

**EXPENDITURES** (continued)

- 721300**      **Office Expense** (\$4,000) is recommended for the purchase of custom receipt tags. All other office expenses will now be paid out of 01300 Public Works, then reimbursed.
- 721302**      **Postage** (\$250) is recommended for the mailing of monthly account statements.
- 721400**      **Professional & Specialized Services** (\$5,743,571) is recommended to provide for the following:
- \$3,135,248      Operation and services of the Fairmead Landfill by Redrock Environmental Group, and compaction incentives.
  - \$758,323      Operation and services of the North Fork Transfer Station by Redrock Environmental Group.
  - \$20,000      Disposal Cost of HHW Facility and Sharp Kiosks.
  - \$1,360,000      Professional Services for Operation, maintenance, monitoring and reporting of the flare, leachate and landfill gas collection system. These are for routine tasks with Tetra Tech-BAS (TTBAS).
  - \$165,000      Professional services related to implementing partial mandatory waste collection.
  - \$25,000      Professional services related to regulatory compliance.
  - \$280,000      Palentology monitoring
- 721426**      **Software Maintenance** (\$5,000) is recommended unchanged to provide for licenses and maintenance of scale house software, PC Scale.
- 721602**      **Rent/Lease Other Equipment** (\$3,000) is recommended increased by \$200 for the rental of copier equipment.
- 721800**      **Small Tools & Instruments** (\$550) is recommended reduced \$950 for landfill gas monitoring devices.

**EXPENDITURES** (continued)

**721900**      **Special Departmental Expense** (\$475,000) is recommended increased \$99,000 for the following regulatory and departmental expenses listed below. These expenses are based on tonnages received, hours used for certain types of equipment, etc. Expenses vary year to year.

Local Enforcement Agency (County Environmental Health Department) fees related to the State-mandated oversight of landfill operations; and reimbursements for costs incurred by County Environmental Health Department.

Department of Resources Recycling and Recovery, CalRecycle (formerly the California Integrated Waste Management Board) for administrative and regulatory oversight fees.

State Regional Water Quality Control Board (RWCQB) for administrative and regulatory oversight fees.

San Joaquin Valley Air Pollution Control District Permit.

**722000**      **Transportation & Travel** (\$0) is recommended unchanged as these expenses are now paid out of 01300 Public Works then reimbursed.

**722100**      **Utilities** (\$45,200) is recommended increased \$5,200 for payment of PG&E, water, sewer, and garbage associated with the old Engineering Building and the scale house, the flare (component of the gas extraction system) and fire alarm.

**731400**      **Interfund Expense-Staffing** (\$500,000) is recommended unchanged for the use of Public Works staff.

**731401**      **Interfund Expend-Cost Plan** (\$79,101) is recommended to pay for the Liner Funds share of A-87 charges.

**EXPENDITURES (continued)**

**740200**      **Buildings and Improvements** (\$3,767,995) is recommended increased \$337,995 for payment of infrastructure costs:

- Landfill gas system improvements - \$517,995
- Groundwater improvements - \$50,000
- Liner construction - \$2,800,000
- MRF Apron Repair - \$300,000
- North Fork Transfer Station site improvements - \$50,000
- Automated scale system software - \$25,000
- Scalehouse IT network improvements - \$25,000

**750100**      **Operating Transfer Out – General Fund** (\$70,000) is recommended to pay Environmental Health for their regulatory oversight.

**770100**      **Intrafund Transfer** (\$200,000) is recommended to transfer money into the Liner Closure Fund.

**780100**      **Appropriation for Contingency** (\$979,832) is the recommended for appropriation for contingencies.

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DEPT OF SOCIAL SERVICES  
 ADMINISTRATION (07500)  
 Function: Public Assistance  
 Activity: Administration  
 Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDEE <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
<b>INTERGOVERNMENTAL REVENUE</b>				
650800 State - Pub Assist Admin	4,783,456	4,783,456	4,726,857	4,726,857
650910 State - Pub Assist Realignment	2,174,124	2,174,124	3,811,969	3,811,969
655000 Federal - Pub Assist Admin	32,959,170	32,959,170	34,019,028	34,019,028
659000 Other - Government Agencies	192,787	192,787	0	0
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>40,109,537</b>	<b>40,109,537</b>	<b>42,557,855</b>	<b>42,557,855</b>
<b>CHARGES FOR CURRENT SERVICES</b>				
662700 Other Charges for Services	14,457	14,457	14,922	14,922
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>14,457</b>	<b>14,457</b>	<b>14,922</b>	<b>14,922</b>
<b>MISCELLANEOUS REVENUE</b>				
670000 INTRAFUND REVENUE	80,000	80,000	422,658	422,658
671003 Welfare Repayments	1,686	1,686	1,740	1,740
673000 Miscellaneous Revenue	3,541	3,541	3,654	3,654
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>85,227</b>	<b>85,227</b>	<b>428,053</b>	<b>428,053</b>
<b>OTHER FINANCING SOURCES</b>				
680100 Sales of Fixed Assets	2,866	2,866	2,958	2,958
680200 Operating Transfers In	4,110,715	4,110,715	4,110,715	4,110,715
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>4,113,581</b>	<b>4,113,581</b>	<b>4,113,673</b>	<b>4,113,673</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>44,322,802</u></b>	<b><u>44,322,802</u></b>	<b><u>47,114,502</u></b>	<b><u>47,114,502</u></b>

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **DEPT OF SOCIAL SERVICES  
ADMINISTRATION (07500)**  
Function: **Public Assistance**  
Activity: **Administration**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>EXPENDITURES:</u></b>				
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	18,260,042	18,260,042	19,626,485	19,626,485
710103 Extra Help	861,523	861,523	861,523	861,523
710105 Overtime	350,000	350,000	350,000	350,000
710106 Stand-by Pay	60,000	60,000	60,000	60,000
710200 Retirement	6,358,619	6,358,619	7,203,577	7,203,577
710300 Health Insurance	3,403,221	3,403,221	3,109,902	3,109,902
710400 Workers' Compensation Insurance	795,304	795,304	695,891	695,891
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>30,088,709</b>	<b>30,088,709</b>	<b>31,907,378</b>	<b>31,907,378</b>
<b>SERVICES &amp; SUPPLIES</b>				
720300 Communications	320,000	320,000	291,838	291,838
720500 Household Expense	124,235	124,235	352,834	352,834
720600 Insurance	151,764	151,764	172,460	172,460
720601 General Insurance	5,734	5,734	6,791	6,791
720800 Maintenance - Equipment	99,600	99,600	75,000	75,000
720900 Maintenance - Structures & Grounds	39,000	39,000	83,677	83,677
721100 Memberships	61,897	61,897	65,416	65,416
721200 Miscellaneous Expenses	0	0	0	0
721300 Office Expense	1,885,620	1,885,620	1,099,425	1,099,425
721400 Professional & Specialized Services	2,738,814	2,738,814	2,467,484	2,467,484
721500 Publications & Legal Notices	5,775	5,775	5,775	5,775
721600 Rents & Leases - Equipment	112,746	112,746	130,933	130,933
721700 Rents & Leases - Buildings	2,692,950	2,692,950	276,040	276,040
721900 Special Departmental Expense	1,077,370	1,077,370	923,560	923,560
722000 Transportation & Travel	166,280	166,280	166,280	166,280
722100 Utilities	263,542	263,542	276,920	276,920
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>9,745,327</b>	<b>9,745,327</b>	<b>6,394,432</b>	<b>6,394,432</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DEPT OF SOCIAL SERVICES  
 ADMINISTRATION (07500)  
 Function: Public Assistance  
 Activity: Administration  
 Fund: General

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
FIXED ASSETS				
740200 Building Improvement	0	0	250,926	250,926
740300 Equipment	147,000	147,000	163,000	163,000
<b>TOTAL FIXED ASSETS</b>	<b>147,000</b>	<b>147,000</b>	<b>413,926</b>	<b>413,926</b>
INTRAFUND TRANSFERS				
770100 Intrafund Expense	6,142,248	6,142,248	9,703,019	9,703,019
<b>TOTAL INTRAFUND TRANSFER</b>	<b>6,142,248</b>	<b>6,142,248</b>	<b>9,703,019</b>	<b>9,703,019</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>46,123,284</u></b>	<b><u>46,123,284</u></b>	<b><u>48,418,754</u></b>	<b><u>48,418,754</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>1,800,482</u></b>	<b><u>1,800,482</u></b>	<b><u>1,304,252</u></b>	<b><u>1,304,252</u></b>

## DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

### **COMMENTS**

This budget contains the salaries and operating funds to administer all of the various Social Services Programs. These Public Assistance Programs are mandated by Federal and State statutes.

The Department has full-service facilities in Madera, Chowchilla and Oakhurst. In addition, employees are out-stationed at Madera Community Hospital, Chowchilla, and Workforce Assistance Center – Madera.

### **Temporary Assistance to Needy Families (TANF)**

In August 1996, the Federal Government passed the Welfare Reform Bill, which included the regulations regarding TANF. The State of California, in August 1997, adopted these TANF regulations into a State Program entitled CalWORKS. An employment program is the principle component of CalWORKS. Counties are required to prepare a detailed plan on how the Program is to put the maximum number of people into employment. The Federal Bill also sets time limits in which an individual can remain on assistance without working, and the total amount of time a person has during a lifetime to receive benefits. The Madera County Department of Social Services developed and received approval from the California Department of Social Services to implement a local CalWORKS Program.

The County's CalWORKS Program provides self-sufficiency focused services under CalWORKS regulations. A wide range of services are developed through a collaborative effort with both public and private agencies, businesses, the faith community and individuals. The Program also provides follow-up services to ensure former clients are able to retain the self-sufficiency they achieved through these services. The Program's objective is to give each participant the opportunity to achieve realistically established goals to reduce dependence on welfare, increase personal responsibility, and attain self-sufficiency.

For 2020-21, it is anticipated the State will allocate approximately \$7.2 million to the County of Madera for the CalWORKS Program. The allocation will fund the administration of the CalWORKS Programs, and current and future employment and self-sufficiency programs. The County is required to maintain a local "Maintenance of Effort" (MOE) in the amount of \$574,869 for CalWORKS administration. With the enactment of the State 2012-13 budget, the State portion of CalWORKS costs became an additional MOE paid for by shifting 1991 Mental Health Realignment funds to backfill the State portion of the CalWORKS costs. The 2020-21 MOE is the equivalent of this shifted funding. All CalWORKS/Welfare to Work costs above the Maintenance of Effort are paid entirely with Federal funds.

### **In-Home Supportive Services - Public Authority**

In October 2002, the Board of Supervisors, by ordinance, created the "In-Home Supportive Services - Public Authority" as a separate and distinct legal entity for the purpose of serving as employer of record for Independent Providers; to provide the functions required of a Public Authority; and to provide other functions related to the delivery of IHSS, and that members of the Board of Supervisors serve as the governing body of the Public Authority. For details, please see the "In-Home Supportive Services - Public Authority" budget.

## DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

### COMMENTS (continued)

The necessary staff required to carry out the activities of the Public Authority is provided to the Authority from the Department of Social Services Administration Budget through an Inter-Agency agreement. Three (3) positions are allocated to the Social Services Administration Budget for assignment to the Public Authority. The cost of staff services is appropriated in permanent salaries, retirement and health insurance accounts in the 2020-21 Social Services Administrative budget (estimated at \$202,725).

The IHSS Public Authority will be sharing certain facilities and equipment with Social Services.

### Reimbursement of Indirect Costs

Under the Federal provisions of the Office of Management and Budget, Circular A-87, the County has an indirect cost allocation plan in place that allows the County to be reimbursed for costs incurred by departments in the County for supplying goods and services to the Department of Social Services.

### Realignment 2011

For the 2011-12 State budget, the Legislature enacted the Realignment of several administrative programs, shifting funding responsibility to counties and providing a revenue stream from a percentage of State sales tax and Vehicle License Fees to offset the additional costs. Projected administrative Realignment funding is estimated to be \$4,110,715 for fiscal year 2020-21 for Adult Protective Services and a variety of Child Welfare programs.

### SALARIES & EMPLOYEE BENEFITS

- 710102**      Permanent Salaries (\$19,626,485) are recommended increased \$2,770,093 based on recommended staffing levels.
- 710103**      Extra Help (\$861,523) is recommended unchanged based on staffing needs for part-time help in the areas of Imaging, Clerical, Adoptions, Eligibility and Executime.
- 710105**      Overtime (\$350,000) is recommended unchanged for overtime and is used for staff called-out on child and adult protective service calls.
- 710106**      Standby & Night Premium (\$60,000) is recommended unchanged for the required standby of the Emergency Response Program.
- 710200**      Retirement (\$7,203,577) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

## DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

### SALARIES & EMPLOYEE BENEFITS (continued)

- 710300**      Health Insurance (\$3,109,902) is based on the employer's share of health insurance premiums.
- 710400**      Workers' Compensation (\$695,891) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

- 720300**      Communications (\$291,838) is recommended decreased \$28,162 based on projected phone charges that include long distance, data and wireless expenses. The IHSS Public Authority will pay \$3,500 as its share of cost for Communications.
- 720500**      Household Expense (\$352,834) is recommended increased \$228,599 and is used for contractual janitorial service, rug service and miscellaneous janitorial supplies. The IHSS Public Authority will pay \$2,900 as its share of cost for Household Expense.
- 720600**      Insurance (\$172,460) reflects the Department's contribution to the County's Self-Insured Liability Program. The IHSS Public Authority will pay \$16,850 as its share of cost for Insurance.
- 720601**      General Insurance (\$6,791) is recommended as the Department's contribution to the County's Property Insurance Program.
- 720800**      Maintenance - Equipment (\$75,000) is recommended decreased \$24,600 based on current and projected expenditures for the maintenance of office equipment, auto maintenance, and telephone maintenance. Costs for gasoline purchased from Central Garage is allocated under Transportation and Travel. The IHSS Public Authority will pay \$1,900 as its share of cost for equipment maintenance.
- 720900**      Maintenance - Structures and Grounds (\$83,677) is recommended increased \$44,677. This account includes expenditures for materials and labor for the maintenance and repair of the buildings done through outside vendors. The IHSS Public Authority will pay \$270 as its share of cost for Maintenance of Structures.
- 721100**      Memberships (\$65,416) is recommended increased \$3,519 for memberships in the County Welfare Directors' Association – CWDA (\$52,408); the National Association of County Human Services Administrators - NACHSA (\$315); the Local Chapter of the Personnel Management Association-IPMA-CCC (\$150), the Society for Human Resource Management – SHRM (\$175);

**DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION**

**SERVICES & SUPPLIES (continued)**

**721100      Memberships (continued)**

various Chambers of Commerce (\$710); the United way (\$1,023); the Homeless Continuum of Care (\$2,500); the State Bar of California (\$860); the National Adult Protective Services Association - NAPSA (\$275); and the Central Valley Consortium - CCASSC (\$6,000).

**721300      Office Expense** (\$1,099,425) is recommended decreased \$786,195 for office and photocopy supplies, mailing costs, and computer supplies. The cost decrease was due to new furniture for the new building in last fiscal year. The IHSS Public Authority will pay \$7,000 as its share of cost for Office Expense.

**721400      Professional & Specialized Services** (\$2,467,484) is recommended decreased \$271,330. This account also funds the following recommended contractual agreements:

**NON CalWORKs PROGRAMS**

<u>Staff Training Services</u> (100% State Funded)	\$ 273,105
<u>CSUF</u> – Cohort Training for Child Welfare staff	133,391
<u>Employee Assistance Plan</u> - Department contribution	6,405
<u>Reading &amp; Beyond</u> - CalFresh Employment & Training	153,646
<u>Time Study Buddy</u> – Time Reporting tool for time studies	40,000
<u>Ongoing Maintenance and Operation</u> - C-IV system	190,000
<u>Sierra Tel - Card Access System</u> - Ongoing Maintenance	3,179
<u>CAPMC</u> – Strengthening Families Program	189,600

## DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

### NON CalWORKs PROGRAMS (continued)

<u>Rushmore</u> – to maintain a case-review, data collection instrument and evaluation tool to support and capture trends in the Food Stamp, MediCal, CalWorks, Child Welfare, and IHSS Programs. The goal is to identify trends and reduce case errors.	\$22,500
<u>Internal Investigator</u> – Legal fees to address personnel complaints and investigations.	63,000
<u>Fire Extinguisher Training</u>	158
<u>Orchid</u> – Translation and Interpreting Service.	35,000
<u>Safe Measures</u> – Maintenance costs for Supervisor/management reporting software that is used to identify and track Child Welfare direct-service practices which are reviewed and audited by State and Federal agencies.	11,400
<u>APS Case Management System</u> – Ongoing costs for case management for APS cases.	25,000
<u>LIVE SCAN Fingerprinting</u> – Costs for fingerprinting machine to fingerprint all employees who are expected to have frequent and routine contact with children as well as employees who have access to Criminal Offenders Record Information through their assignments. Machine will also be used for Adoptions.	21,000
<u>BioMetrics4All</u> – Annual maintenance fee for fingerprinting service.	2,898
<u>Security Guards</u> – Guard at offices/visitations and after-hours alarm response.	90,000
<u>Adoptions – Out of State Attorney Fees (ICPC)</u>	20,000
<u>Title IV- E</u> includes programs for Educational Support for Dependent Youth.	125,022
<u>Fleet GPS Monitoring System</u> – To be able to track staff in county vehicles out in field.	18,000
<u>ETO</u> – Efforts to Outcome software renewal fee.	2,400



## DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

### **NON-CalWORKs PROGRAMS (continued)**

<u>Community Action Partnership of Madera</u> - Child Forensic Interview Team (CFIT).	\$15,146
<u>Centro Binacional</u>	1,500
<u>Psychosocial Assessments</u> - for Resource Family Approvals (RFA).	92,500
<u>Capitol Trac</u> – Legislation updates	2,028
<u>Application Development</u> – to replace outdated Central Index system	100,000
<u>First 5 – AmeriCorps</u> – Child Welfare Services prevention program (two staff)	46,062
<u>Homeless Management Info System (HMIS)</u> –training and report reviewing (three users).	2,000
<u>Lexis Nexis</u>	8,195
<u>Software</u> – to scan shared drive for HIPPA	90,000

### **CalWORKs PROGRAMS**

<u>State Center Community College District (SCCCD) Vocational Education</u> – Short-term employment classes, as well as vocational skills training to assist TANF/CalWORKs clients to be job-ready.	105,958
<u>Workforce Investment Corporation</u> – Job Fair Event to promote employment, training and educational services.	22,898
<u>Expanded Subsidized Employment</u> - is offered to qualified employers to hire WTW Participants for paid employment up to six months.	314,978
<u>Emergency Child Care Bridge for Foster Children</u> –To provide families with access to child care services following placement of a child.	132906
<u>My Perfect Resume</u> – Online Service for WtW Career Club customers.	110

**DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION**

**SERVICES & SUPPLIES (continued)**

- 721500**      **Publications & Legal Notices** (\$5,775) is recommended unchanged for Adoptions noticing and recruitment of foster homes and special staff. The IHSS Public Authority will pay \$250 as its share of publication costs.
- 721600**      **Rents & Leases - Equipment** (\$130,933) is recommended increased \$18,187 for the lease of 18 copy machines (\$124,318), folding machine (\$735), postage machine (\$5,250) and miscellaneous rentals (\$630).
- 721700**      **Rents & Leases - Buildings** (\$276,040) is recommended decreased \$2,416,910 due to department relocation to Road 28. New building rent will be paid through intrafund account. The Oakhurst Office (\$92,173); the Chowchilla Office (\$81,543) and rented storage spaces (\$7,875). The IHSS Public Authority will pay (\$35,000) as its share of costs.
- 721900**      **Special Departmental Expense** (\$923,560) is recommended decreased \$153,811. The IHSS Public Authority will pay \$1,500 as its share of costs. This account funds the following:

<u>IRS Intercept Fee, Vital Statistics, and Miscellaneous Expenses.</u>	\$ 21,000
<u>Adoption Celebration Day</u> - An event to thank parents who have adopted children in Madera County.	3,150
<u>Child Welfare Services</u> – Counseling, reimbursement of mileage, and other related costs.	400,000
<u>Independent Living Skills Program</u> – Youths in foster care are eligible for cash incentives for specific activities, such as opening a bank account (\$25); graduating from high school (\$500); and attending an Independent Living Skills Workshop (\$20). There is no County cost.	43,535
<u>Adult Protective Services</u> – provides emergency and temporary housing, temporary caretakers' costs, wheel chair ramps, apnea monitors, glasses and psychiatric services. This also includes Elder Abuse Month supplies.	6,500
<u>Preserving Safe and Stable Families</u> – Family support, preservation and reunification.	182,128
<u>Protech</u> – Annual alarm monitoring for Chowchilla office.	693

**DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION**

**721900**

**Special Departmental Expense (continued)**

<u>Pride Class</u> – Food and snacks for participant’s children during training classes.	\$ 525
<u>Ergonomic Reviews</u> - Staff special equipment needs.	5,000
<u>“Fitness for Duty” Medical Exams</u> – Employees - outside agency.	9,450
<u>Big Brothers, Big Sisters</u> – Mentoring program to assist foster youth.	9,999
<u>CASA</u> – Advocate recruitment.	9,999
<u>Badges and Gate Cards</u> – for Social Service employees.	840
<u>Magnetar</u> – Badge access monitoring	25,000
<u>Resource Parent Appreciation Event</u> – An event to thank Madera County Resource Parents.	3,150
<u>Welfare to Work Career Club</u> – Graduation supplies for WtW customers.	158
<u>Commercially Sexually Exploited Children</u> – for MDT committee and to develop protocols to train caseworkers and out of home caregivers, and educate children / youth on how to avoid exploitation.	35,000
<u>Child and Family Teams</u> – Funding to coordinate care and case planning for all children and youth in the Child Welfare System.	26,250
<u>Binti - Resource Family Approval</u> – family-friendly & child-centered caregiver approval process.	34,000
<u>Kinship Foster Care Program</u> – funding is to assist in removing barriers to create successful placements of relative care giver and foster family homes.	10,500
<u>Walmart Gift Cards</u> – for Welfare to Work (WtW) performance completion of assigned activities and / or monthly required hours to help increase Work Participation Rate (WPR) and re-engage sanctioned and exempt WtW participants.	4,375

**DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION**

**721900      Special Departmental Expense (continued)**

<u>California Youth Connection</u>	\$15,250
<u>First Aid and CPR and CWS supplies</u>	10,000
<u>Playroom Supplies</u>	4,000
<u>Out of Home Advisory Board Committee – CWS</u>	5,250
<u>ThyssenKrupp</u> – Elevator for new complex	21,000
<u>Magnetar</u> – Intrusion monitoring for new complex	400

**722000      Transportation & Travel** (\$166,280) is recommended unchanged and is used for anticipated training sessions for staff, cost of gasoline, and maintenance purchased from Central Garage. The IHSS Public Authority will pay \$1,200 as its share of costs.

**722100      Utilities** (\$276,920) is recommended increased \$13,378 to provide for the Department’s share of the County’s utility cost. The IHSS Public Authority will pay \$1,902 as its share of cost for Utilities

**FIXED ASSETS**

**740200      Building Improvement** (\$250,926) is recommended to accommodate acoustics in the new buildings \$220,000 and office space \$30,926.

**740300      Equipment** (\$163,000) is recommended increased \$16,000 to replace the following fixed assets:

**Vehicles**

- 1      Four-Door Sedan – (R) (\$23,000 each) to replace high mileage vehicles # 426
- 1      Van – (R) (\$25,000 each) to replace high mileage Van #416
- 5      Four-Door Sedan – (N) (\$23,000 each) to replace destroyed fleet as well as to purchase due to staff needs in FM/FR, PP and ER units

**DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION**

**INTRAFUND TRANSFER**

**770100**      **Intrafund Expense** (\$9,703,019) is recommended increased \$3,560,771 to reimburse departments for services provided, including Human Resources (\$219,625), Building and Improvements (\$120,000), Building Maintenance (\$45,500), Grounds Maintenance (\$23,550), Public Health – Office Assistant (\$28,378), Employee Share Retiree Health (\$703,983) and Information Technology (\$3,479,846). New building rent (\$3,168,000). This account also funds the following programs that were previously in Special Department Expense (721900):

<u>New Employee Physical Examinations</u> – provided by the Public Health Department.	\$ 10,000
<u>Mental Health Substance Abuse</u> – Contract for mental health services for participants and their children in the CalWORKs Program.	649,537
<u>Public Health Nurses</u> –assigned to health needs of children in Child Welfare Emergency Response and Foster Care. The nurses identify resources to care for any identified health needs. Also, includes nurse for Adult Protective Services assessments.	466,603
<u>Public Health</u> – TB Testing	405
<u>Public Health</u> – TST Testing	1,200
<u>Public Health</u> – CalWORKs Home Visitation Initiative	476,662
<u>Public Health</u> – Drug Testing for Child Welfare clients	42,000
<u>Public Guardian</u> – PG staff timestudy to Medi-cal	144,535
<u>Relias LMS</u> – Learning Management System	48,243
<u>EDC Contract 25%</u>	54,750
<u>New building rent</u> – monthly \$264,000 rent paid to CAO through Journal Entry	3,168,000

**DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION**

**FUND SOURCES**

	<b><u>Total Cost</u></b>	<b><u>Local Cost</u></b>	<b><u>Federal/State Cost</u></b>
Department of Social Services – Administration	\$48,567,167	\$ 9,054,946	\$39,512,221
Department of Social Services - Public Assistance Programs	49,071,527	14,866,154	34,205,373
Department of Social Services - General Relief	<u>656,772</u>	<u>656,772</u>	<u>0</u>
<b>TOTAL</b>	<b>\$98,145,287</b>	<b>\$24,562,216</b>	<b>\$73,583,071</b>
Less Estimated DSS 1991 State Realignment for 2019-20		(\$10,397,629)	
Other Admin Revenue <sup>(1)</sup>		(623,715)	
Other Assist Revenue <sup>(2)</sup>		(290,000)	
Other General Fund Revenue <sup>(3)</sup>		(62,310)	
Transfer Health Realignment		(497,751)	
Transfer BHS State Realignment		(393,990)	
2011 Realignment Transfer In (Admin)		(4,110,715)	
2011 Realignment Transfer In (Assist)		(5,359,270)	
<b>ESTIMATED COUNTY TOTAL NET COST</b>		<b>\$ 2,842,492</b>	

<sup>(1)</sup>Other revenue includes inter/intrafund transfers from Public Authority and Public Guardian.

<sup>(2)</sup>Other revenue includes collections received from various sources for overpayments of warrants issued for Foster Care, CalFresh and CalWORKS.

<sup>(3)</sup>Other revenue includes collections received from County burial and General Assistance repayments.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **DEPT OF SOCIAL SERVICES  
ADMINISTRATION (07510)**  
Function: **Public Assistance**  
Activity: **Administration**  
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3601	Account Clerk I or							
3602	Account Clerk II	11.0	2.0	11.0	2.0	-	-	
3349	Accounting Technician I	3.0	-	3.0	-	-	-	
3353	Senior Accounting Technician			1.0	-	1.0	-	A
3600	Account Clerk Supervisor I or	2.0	-	2.0	-	-	-	
3703	Account Clerk Supervisor II or	1.0	-	1.0	-	-	-	
3205	Administrative Analyst I or							
3206	Administrative Analyst II							
3205	Administrative Analyst I or							
3206	Administrative Analyst II or	7.0	-	7.0	-	-	-	
3377	Business Systems Information Analyst I or							B
3378	Business System Information Analyst II		-		-	-	-	
3209	Senior Administrative Analyst	2.0	-	2.0	-	-	-	
3684	Central Services Assistant	3.0	-	3.0	-	-	-	
3688	Central Services Worker	0.5	-	0.5	-	-	-	
3680	Data Entry Operator	-		-		-	-	
3221	Deputy County Counsel I or							
3222	Deputy County Counsel II or							
3223	Deputy County Counsel III	2.0	-	2.0	-	-	-	
3132	Deputy Director-Welfare	2.0	-	3.0	-	1.0	-	C
2129	Director of Social Services	1.0	-	1.0	-	-	-	
3340	Eligibility Supervisor or							
3280	Employment and Training Worker Supervis	23.0	7.0	23.0	7.0	-	-	
3377	Business Systems Information Analyst I or							
3378	Business Systems Information Analyst II		-		-	-	-	
3341	Eligibility Worker I or							
3342	Eligibility Worker II							
3281	Employment and Training Worker I or							

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **DEPT OF SOCIAL SERVICES  
ADMINISTRATION (07510)**  
Function: **Public Assistance**  
Activity: **Administration**  
Fund: **General**

	<b>2019-20 Authorized Positions</b>		<b>2020-21 Proposed Positions</b>		<b>Y-O-Y Changes in Positions</b>	
3282 Employment and Training Worker II or						
3521 Vocational Trainee or						
3520 Vocational Assistant	<b>112.0</b>	-	<b>112.0</b>	-	-	
3343 Eligibility Worker III	<b>28.0</b>	-	<b>28.0</b>	-	-	
3283 Employment and Training Worker III	<b>5.0</b>	-	<b>5.0</b>	-	-	
3374 Legal Assistant I or						
3375 Legal Assistant II or						
3376 Legal Assistant III	<b>1.0</b>	-	<b>1.0</b>	-	-	
3533 Office Assistant I or						
3534 Office Asssitant II or	<b>20.0</b>	-	<b>20.0</b>	-	-	
3377 Business Systems Information Analyst I or						<b>B</b>
3378 Business Systems Information Analyst II		-		-	-	
3633 Office Assistant III	<b>8.0</b>	-	<b>8.0</b>	-	-	
3681 Office Services Supervisor I or						
3682 Office Services Supervisor II	<b>7.0</b>	-	<b>7.0</b>	-	-	
3639 Personnel Assistant	<b>2.0</b>	-	<b>2.0</b>	-	-	
3636 Program Assistant I or						
3637 Program Assistant II	<b>1.0</b>	-	<b>1.0</b>	-	-	
3169 Program Manager I	<b>7.0</b>	-	<b>7.0</b>	-	-	
3683 Program Manager Secretary	<b>3.0</b>	-	<b>3.0</b>	-	-	
3679 Secretary or						
3610 Administrative Assistant	<b>2.0</b>	-	<b>2.0</b>	-	-	
3286 Social Worker I or						
3287 Social Worker II or						
3288 Social Worker III or						
3289 Social Worker IV	<b>65.0</b>	-	<b>65.0</b>	-	-	
3284 Social Worker Supervisor I or						
3285 Social Worker Supervisor II	<b>14.0</b>	-	<b>14.0</b>	-	-	
3290 Staff Services Manager I	<b>2.0</b>	-	<b>2.0</b>	-	-	



**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **DEPT OF SOCIAL SERVICES  
 ADMINISTRATION (07510)**  
 Function: **Public Assistance**  
 Activity: **Administration**  
 Fund: **General**

	<b>2019-20 Authorized Positions</b>		<b>2020-21 Proposed Positions</b>		<b>Y-O-Y Changes in Positions</b>	
<b>TOTAL</b>	<b>334.5</b>	<b>9.0</b>	<b>336.5</b>	<b>9.0</b>	<b>2.0</b>	<b>-</b>

**NOTES:**

- A** Added one (1) funded Sr. Accounting Technician necessary for fiscal staff supervision.
- B** Business Analyst I or II are restricted to be only 3 positions.
- C** Added one (1) funded Deputy Director Welfare- necessary for department operations oversight.

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COUNTY OF MADERA  
 BUDGET UNIT EXPENDITURE DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DEPT. OF SOCIAL SERVICES  
 (SS-MEDICAL 07513)  
 Function: MEDICAL NAVIGATOR PROJECT  
 Activity: PUBLIC ASSISTANCE  
 Fund: General

	<b>BOARD APPROVED 2019-20</b>	<b>CAO BASELINE 2020-21</b>	<b>DEPARTMENT REQUEST 2020-21</b>	<b>CAO RECOMMENDED 2020-21</b>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
655006 FED- SOC SVCS ADMIN	0	163,925	318,250	318,250
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>0</b>	<b>163,925</b>	<b>318,250</b>	<b>318,250</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>0</u></b>	<b><u>163,925</u></b>	<b><u>318,250</u></b>	<b><u>318,250</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721300 Office Expense	0	0	9,900	9,900
721600 Rents & Leases - Equipment	0	0	6,000	6,000
722000 Transportation & Travel	0	0	4,000	4,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>0</b>	<b>0</b>	<b>19,900</b>	<b>19,900</b>
INTRAFUND TRANSFER				
770000 Intrafund Expense	0	163,925	298,350	298,350
<b>TOTAL INTRAFUND TRANSFER</b>	<b>0</b>	<b>163,925</b>	<b>298,350</b>	<b>298,350</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>0</u></b>	<b><u>163,925</u></b>	<b><u>318,250</u></b>	<b><u>318,250</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## DEPARTMENT OF SOCIAL SERVICES – MEDI-CAL NAVIGATOR

### COMMENTS

This budget contains operating funds to administer Medi-Cal Navigator Project. The salaries to administer this grant as included in the 07510 – department administration budget for \$318,250.

### Background

AB 74 authorizes the California Department of Health Care Services (DHCS) to manage and fund Medi-Cal outreach, enrollment, retention, and troubleshooting services thorough navigation services. Services may include assistance with retaining and using health care coverage and gaining access to needed medical care. The Medi-Cal Health Enrollment Navigators Project was created to fund these navigation services.

### SERVICES & SUPPLIES

- 721300**      Office Expense (\$9,900) is recommended for office and photocopy supplies, mailing costs, and computer supplies.
- 721600**      Rents & Leases – Equipment (6,000) is recommended for lease of copy machine expense, folding machine expense, postage machine and miscellaneous rentals.
- 722000**      Transportation & Travel (4,000) is recommended for anticipated training sessions for staff, cost of gasoline, and maintenance purchased from Central Garage.
- 770000**      Intrafund Expense (298,350) is recommended to reimburse salaries and benefits for social services staff.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DEPT. OF SOCIAL SERVICES  
 GENERAL RELIEF (07520)  
 Function: Public Assistance  
 Activity: General Relief  
 Fund: General

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
LICENSES, PERMITS & FRANCHISES				
620705 Indigent Burial Permits	1,759	1,759	1,759	1,759
<b>TOTAL LICENSES, PERMITS &amp; FRANCHISES</b>	<b>1,759</b>	<b>1,759</b>	<b>1,759</b>	<b>1,759</b>
CHARGES FOR CURRENT SERVICES				
662726 Welfare Burial Reimbursements	10,486	10,486	10,486	10,486
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>10,486</b>	<b>10,486</b>	<b>10,486</b>	<b>10,486</b>
MISCELLANEOUS REVENUE				
671000 Welfare Repayments	53,424	53,424	53,424	53,424
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>53,424</b>	<b>53,424</b>	<b>53,424</b>	<b>53,424</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>65,669</u></b>	<b><u>65,669</u></b>	<b><u>65,669</u></b>	<b><u>65,669</u></b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	195,682	244,682	359,772	359,772
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>195,682</b>	<b>244,682</b>	<b>359,772</b>	<b>359,772</b>
OTHER CHARGES				
730100 Support and Care of Persons	478,500	429,500	297,000	297,000
731305 Contributions to Other Agencies	260,400	260,400	0	0
<b>TOTAL OTHER CHARGES</b>	<b>738,900</b>	<b>689,900</b>	<b>297,000</b>	<b>297,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>934,582</u></b>	<b><u>934,582</u></b>	<b><u>656,772</u></b>	<b><u>656,772</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>868,913</u></b>	<b><u>868,913</u></b>	<b><u>591,103</u></b>	<b><u>591,103</u></b>

## DEPARTMENT OF SOCIAL SERVICES - GENERAL RELIEF

### **COMMENTS**

This budget funds the care and support of indigents who are ineligible for State and Federal categorical aid programs, and is funded entirely with local County discretionary revenue.

### **SERVICES & SUPPLIES**

**721400**      **Professional & Specialized Services** (\$359,772) is recommended increased \$164,090 for maintenance of graves and burial services. This account covers emergency standby payments to the three ambulance companies in the County, as well as expenditures for dry runs and ambulance services for which the ambulance companies cannot collect from the patient (\$280,142). Also included are the costs of indigent burials for funeral homes and graves (\$70,000), and maintenance of graves (\$9,630).

### **OTHER CHARGES**

**730100**      **Support & Care of Persons** (\$297,000) is recommended decreased \$181,500 based on the current caseload. This appropriation provides for the County's Maintenance of Effort for Child Development funds, and for the rent, utilities, food and transportation of persons meeting the County's General Relief eligibility criteria.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DEPT. OF SOCIAL SERVICES  
 PUBLIC ASST. PROGRAMS (07530)  
 Function: Public Assistance  
 Activity: Aids Programs  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
650900 State Intergovernment Revenue	24,568,321	24,568,321	24,689,452	24,689,452
655000 Federal Intergovernment Revenue	17,410,481	17,410,481	17,934,082	17,934,082
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>41,978,802</b>	<b>41,978,802</b>	<b>42,623,534</b>	<b>42,623,534</b>
CHARGES FOR CURRENT SERVICES				
662305 FOSTER CARE	80,000	80,000	80,000	80,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>
MISCELLANEOUS REVENUE				
671000 Welfare Misc Revenue	210,000	210,000	210,000	210,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>210,000</b>	<b>210,000</b>	<b>210,000</b>	<b>210,000</b>
OTHER FINANCING SOURCES				
680200 OPERATING TRANSFERS IN	4,445,208	4,445,208	5,359,270	5,359,270
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>4,445,208</b>	<b>4,445,208</b>	<b>5,359,270</b>	<b>5,359,270</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>46,714,010</u></b>	<b><u>46,714,010</u></b>	<b><u>48,272,804</u></b>	<b><u>48,272,804</u></b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DEPT. OF SOCIAL SERVICES  
 PUBLIC ASST. PROGRAMS (07530)  
 Function: Public Assistance  
 Activity: Aids Programs  
 Fund: General

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<b>EXPENDITURES:</b>				
730101 CalWORKS				
Federal	9,023,754	9,023,754	9,584,774	9,584,774
State	0	0	0	0
2011 Realignment	14,627,214	14,627,214	14,562,913	14,562,913
County*	606,435	606,435	619,171	619,171
<b>Total Aid for CalWORKS</b>	<b>24,257,403</b>	<b>24,257,403</b>	<b>24,766,858</b>	<b>24,766,858</b>
730104 Foster Care				
Federal	3,817,837	3,817,837	3,796,851	3,796,851
State	0	0	0	0
2011 Realignment	2,812,124	2,812,124	4,176,536	4,176,536
County*	4,218,185	4,218,185	2,874,759	2,874,759
<b>Total Foster Care</b>	<b>10,848,146</b>	<b>10,848,146</b>	<b>10,848,146</b>	<b>10,848,146</b>
730105 Welfare to Work				
Federal	764,100	764,100	509,400	509,400
State	135,900	135,900	90,600	90,600
County*	0	0	0	0
<b>Total Welfare to Work</b>	<b>900,000</b>	<b>900,000</b>	<b>600,000</b>	<b>600,000</b>
730107 In-Home Supportive Service				
County*	4,385,422	4,385,422	5,236,689	5,236,689
<b>Total In-Home Supportive Service</b>	<b>4,385,422</b>	<b>4,385,422</b>	<b>5,236,689</b>	<b>5,236,689</b>
730111 Aid For Adopted Children				
Federal	2,400,000	2,400,000	2,659,072	2,659,072
State	0	0	0	0
2011 Realignment	1,800,000	1,800,000	1,994,304	1,994,304
County*	600,000	600,000	664,768	664,768
<b>Total Aid For Adopted Children</b>	<b>4,800,000</b>	<b>4,800,000</b>	<b>5,318,144</b>	<b>5,318,144</b>



COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: DEPT. OF SOCIAL SERVICES  
 PUBLIC ASST. PROGRAMS (07530)  
 Function: Public Assistance  
 Activity: Aids Programs  
 Fund: General

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<b>EXPENDITURES (continued)</b>				
730118 Cal-Learn				
Federal	14,727	14,727	17,538	17,538
State	973	973	1,162	1,162
<b>Total Cal-Learn</b>	<b>15,700</b>	<b>15,700</b>	<b>18,700</b>	<b>18,700</b>
730119 CalWORKS Child Care				
Federal	525,000	525,000	835,506	835,506
State	75,000	75,000	119,358	119,358
<b>Total CalWORKS Child Care</b>	<b>600,000</b>	<b>600,000</b>	<b>954,864</b>	<b>954,864</b>
730125 KIN GAP				
Federal	530,938	530,938	530,938	530,938
State	419,441	419,441	419,441	419,441
County*	111,497	111,497	111,497	111,497
<b>Total KIN GAP</b>	<b>1,061,876</b>	<b>1,061,876</b>	<b>1,061,876</b>	<b>1,061,876</b>
730126 Cash Assistance Program for Immigrants				
State	45,000	45,000	56,250	56,250
<b>Total Cash Assistance for Immigrants</b>	<b>45,000</b>	<b>45,000</b>	<b>56,250</b>	<b>56,250</b>
730129 Housing Assistance/ Transitional Housing Program				
State	210,000	210,000	210,000	210,000
<b>Total Housing Asst/Transitional Housing Program</b>	<b>210,000</b>	<b>210,000</b>	<b>210,000</b>	<b>210,000</b>
<b>TOTAL EXPENDITURES</b>	<b>47,123,547</b>	<b>47,123,547</b>	<b>49,071,527</b>	<b>49,071,527</b>
<b>NET COUNTY COST (EXP - REV)</b>	<b>409,537</b>	<b>409,537</b>	<b>798,723</b>	<b>798,723</b>

\* County costs are partially offset with other revenue not specific to a Program.

## DEPARTMENT OF SOCIAL SERVICES - PUBLIC ASSISTANCE PROGRAMS

### COMMENTS

This budget provides for direct payments to indigent persons meeting eligibility criteria established by Federal and/or State Welfare laws and regulations.

### TEMPORARY ASSISTANCE TO NEEDY FAMILIES (TANF)

In August 1996, the Federal Government passed the Welfare Reform Bill, including regulations regarding TANF. In August 1997, the State of California adopted these TANF regulations into a State Program entitled CalWORKs. An employment program is the principle component of CalWORKs. Counties are required to prepare a detailed plan on how the program will put the maximum number of people into employment. The Federal bill also sets time limits in which an individual can remain on assistance without working and the total amount of time a person has during a lifetime to receive TANF benefits.

The Department of Social Services developed and received approval from the California Department of Social Services to implement a local CalWORKs Program.

### STATE REALIGNMENT

**1991 Realignment** - The provisions of AB 948 and AB 1288 have been in effect since July 1, 1991. These bills contained provisions which changed the State and County sharing ratios for a number of Assistance programs. In addition, the State Legislation created the Local Revenue Fund which distributes the revenue from increased Sales Tax and Vehicle License Fees (Realignment Revenue) to counties to offset the net increase in the counties' level of participation. The revenue from Realignment for 2020-21 is estimated at \$8.4 million.

**2011 Realignment** - The provisions of AB 118 and AB 116 have been in effect since July 1, 2011. These bills contain provisions which shift responsibility for certain programs from the State to the counties, and redirects specified sales tax revenues to fund them. The Assistance programs affected are Foster Care (FC) and Adoption Assistance Payments (AAP). The revenue from Realignment for 2020-21 is estimated at \$4,176,536 and \$1,994,304, respectively, for these two programs. Additional Realignment revenue is estimated at \$14,562,913 to offset the added County share of CalWORKs assistance payments which was State share prior to Realignment.

## DEPARTMENT OF SOCIAL SERVICES - PUBLIC ASSISTANCE PROGRAMS

### ASSISTANCE PROGRAMS

For 2020-21, the Department of Social Services' local share of costs for Welfare to Work, CalLEARN incentives, and CalWORKs-Child Care are budgeted in the Social Services Administration Budget as part of the County Maintenance of Effort (MOE) to meet State claiming requirements.

#### CalWORKs

The CalWORKs Program (\$24,766,859) is recommended increased \$955,256. Overall local share is equivalent to 2.5 percent (\$619,171) of program costs. Realignment revenue is estimated at \$14,562,913.

The CalWORKs program provides cash assistance payments for families with dependent children. Assistance payments provide a temporary means of assisting the family while also providing the training and educational support needed by the aided adult to gain employment and become self-sufficient. Under CalWORKs, non-exempt adult recipients must participate in work activities from 30 to 35 hours per week. The CalWORKs Program is broken out into program categories of All Families, Two Parents, Zero Parent, TANF Timed Out and Safety Net Families.

Costs of the CalWORKs Program are divided approximately 26.9% - Federal, 70.6 % - State (Realignment), and 2.5% - County funds.

#### FOSTER CARE

Appropriations (\$10,848,146) is recommended unchanged. The County share is estimated at \$2,874,759, which is partially offset with revenues not specific to a Program. For 2020-21, 2011 Realignment is estimated at \$4,176,536, which is funded by sales tax revenue.

Included within this budget are funds for Foster Homes, Foster Family Agencies (FFAs), and Group Homes (which are non-residential facilities other than foster homes). Legislation also provides for the cost of reasonable travel for a child to remain in the school in which the child is enrolled at the time of placement. Also, AB 12 legislation allows the extension of foster care to eligible youth up to age 19 effective January 1, 2012, with extension to age 20 effective January 1, 2013.

The Department of Social Services currently provides an additional \$179 to \$651 per month to qualified foster parents who accept children determined to have severe behavioral and mental problems. This decision was based on potentially reducing foster care costs by being able to place difficult juveniles in foster homes rather than in high-cost group homes.

The monthly rate paid to the Resource Family is based on the amount of care and supervision the child needs from the family. Based on five domains (e.g., physical, health, education, behavioral/emotional and permanency/family support).

## DEPARTMENT OF SOCIAL SERVICES - PUBLIC ASSISTANCE PROGRAMS

### **FOSTER CARE (continued)**

Basic Level of Care:	\$960
Level of Care 2:	\$1,068
Level of Care 3:	\$1,176

### **WELFARE TO WORK (WTW)**

Appropriations (\$600,000) is recommended decreased \$300,000 and will continue to provide for CalWORKs participants' expenses for transportation and other eligible needs under the Program.

### **IN-HOME SUPPORTIVE SERVICES (IHSS)**

Through IHSS, elderly, disabled receive housekeeping services so they may remain in their homes. The estimated total program cost is \$35,351,772, of which the County share is estimated at \$5,236,689, which is an increase of \$501,267 from FY 2019-20. The increase is due to State mandate. FY 2020-21 MOE amount is \$4,777,689. The preliminary FY 2018-19 IHSS MOE amounts which includes the \$369.4 million increase to the county IHSS MOE costs, and the \$469.5 million state General Fund (GF) mitigation offset, as reflected in the enacted 2017 Budget Act. To help mitigate the impact of the transition to the new county MOE, a total of \$469.5 million GF was appropriated in FY 2018-19. The \$469.5 million is made available through a combination of redirecting the Assembly Bill 85 (Chapter 24, Statutes of 2013) funds and the appropriation of GF which is used to offset the IHSS County MOE. The 2017-18 GF allocation for the IHSS county and Public Authority administrative activities which totals \$328.8 GF that was made available based on the Budget Act of 2017. Counties will be billed for the Case Management, Information and Payrolling System (CMIPS) Maintenance and Operations (M&O) costs as part of the IHSS MOE totaling \$511,289 after GF offsets are applied.

During 2002-03, the Board of Supervisors created a Public Authority which is responsible for the administration of the referral and training of Independent Providers. The Authority is also responsible to conduct collective bargaining with the certified organization for wages. (See In-Home Supportive Services - Public Authority budget.) The County currently compensates the independent providers under the IHSS program with an hourly rate of \$13.00. Effective January 1, 2014, the County of Madera is no longer required to pay IHSS providers \$0.60 per hour for health benefits. Therefore, starting with fiscal year 2014-15, there was no longer a need to budget for this expense. Under the old process, the County would pay the \$0.60 per hour and then claim these costs on the Public Authority Claim after which the County would be reimbursed approximately 80% of these costs. Although this new arrangement reduces appropriations, it also reduces the expected revenue. In addition, through the meet and confer process with IHSS providers, the \$0.60 per hour has been shifted to provider wages.

## DEPARTMENT OF SOCIAL SERVICES - PUBLIC ASSISTANCE PROGRAMS

### **AID FOR ADOPTED CHILDREN**

Appropriations (\$5,318,143) are recommended increased \$518,143, based on current caseload for payments to special needs foster care children who have been adopted. Federal subsidies were created by Congress (Public Law 96-272 the Adoption Assistance and Child Welfare Act of 1980) to encourage the adoption of special needs children and remove the financial disincentives for families to adopt. AB 12 legislation allows for the extension of Adoption Assistance Program to eligible youth up to age 19 effective January 1, 2012, with extension to age 20 effective January 1, 2013. 2011 Realignment is estimated to be \$1,994,304, which is funded by sales tax revenue.

### **CAL-LEARN**

Appropriations (\$18,700) are recommended increased \$1,700. Cal-Learn is funded by State and Federal funds and provides for intense supportive and counseling services for teenage mothers and pregnant girls. The budget provides payments for supportive services such as transportation, child care, and ancillary expenses.

### **CalWORKs CHILD CARE**

Appropriations (\$954,864) are recommended increased \$354,864. For 2020-21, customers could continue participating in Welfare to Work (WTW) activities, thus increasing the need for the higher level of child care, and resulting in projected child care costs.

Child care services are provided to CalWORK's recipients when they enter a job club/search, or when child care is needed for a recipient to complete the Welfare-to-Work Plan. The family will continue to receive child care services until a family's child care is stabilized, but not more than six (6) months.

### **KIN GAP**

Appropriations (\$1,061,876) is recommended unchanged. This program offers relative care givers of dependent children a new option for providing a permanent home to these children through a subsidy to children who leave the juvenile court dependency system to live with a relative legal guardian. To be eligible for the program, the child must have lived with the relative at least six consecutive months. AB 12 legislation allows the extension of Kin Gap to eligible youth up to age 19 effective January 1, 2012, with extension to age 20 effective January 1, 2013.

## DEPARTMENT OF SOCIAL SERVICES - PUBLIC ASSISTANCE PROGRAMS

### CASH ASSISTANCE PROGRAM FOR IMMIGRANTS

Appropriations (\$56,250) is recommended increased \$11,250. This program is for non-citizens who entered the United States on or after August 22, 1996, and meet Federal definitions of a qualified alien. All costs for this program are 100% State funded.

### HOUSING ASSISTANCE/ TRANSITIONAL HOUSING PROGRAM

Appropriations (\$210,000) are recommended unchanged. This program is for emancipated youth exiting the Child Welfare System and is 100% Realignment. Youths live with host families, and case management services are available to assist in the emancipation process. The goal is to provide participants with safe living environments while helping them learn safe life skills to achieve self-sufficiency.

### TOTAL COUNTY COST OF DEPARTMENT OF SOCIAL SERVICES PUBLIC ASSISTANCE PROGRAMS

	<b><u>Estimated 2019-20</u></b>	<b><u>Recommended 2020-21</u></b>
County Share	(\$10,328,190)	\$9,506,884
Less:		
Other Revenue <sup>(1)</sup>	(\$290,000)	(\$290,000)
DSS 1991 Realignment	(\$9,628,654)	(\$8,418,161)
<b>NET COUNTY COST</b>	<b>\$409,537</b>	<b>\$798,723</b>

(1) Other Revenue includes collections received from various sources for overpayments of warrants issued for Foster Care and CalWORKs.

(2) Additional Behavioral Health Services and Public Health Realignment will be recommended brought into the General Fund to further offset Social Services expenditures.

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: IHSS Public Authority  
(77070)  
Function: Public Assistance  
Activity: Public Assistance  
Fund: IHSS Public Authority

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
<b>INTERGOVERNMENTAL REVENUE</b>				
650809 ST - ADMIN IHSS ADV				
650810 ST - ADMIN SOC SVS	40,373	40,373	110,073	110,073
650910 ST-PUB ASSIST REALIGNMENT	70,584	70,584	91,677	91,677
655006 FED - SOC SVC ADMIN	110,958	110,958	157,247	157,247
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>221,915</b>	<b>221,915</b>	<b>358,997</b>	<b>358,997</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>221,915</u></b>	<b><u>221,915</u></b>	<b><u>358,997</u></b>	<b><u>358,997</u></b>
<b>SERVICES &amp; SUPPLIES</b>				
720300 Communications	2,269	2,269	3,500	3,500
720500 Household Expense	1,500	1,500	2,900	2,900
720601 General Insurance	16,850	16,850	16,850	16,850
720800 Maintenance - Equipment	700	700	1,900	1,900
720900 Maintenance - Structures & Grounds	235	235	270	270
721300 Office Expense	4,930	4,930	7,000	7,000
721400 Professional & Specialized Services	20,500	20,500	29,000	29,000
721500 Publications & Legal Notices	250	250	250	250
721700 Rents & Leases - Building	6,079	6,079	35,000	35,000
721900 Special Departmental Expense	1,000	1,000	1,500	1,500
722000 Transportation & Travel	1,000	1,000	1,200	1,200
722100 Utilities	1,602	1,602	1,902	1,902
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>56,915</b>	<b>56,915</b>	<b>101,272</b>	<b>101,272</b>
<b>OTHER CHARGES</b>				
730700 Judgements & Damages	10,000	10,000	10,000	10,000
731401 INTERFUND EXPEND - COST PLAN	155,000	155,000	247,725	247,725
<b>TOTAL OTHER CHARGES</b>	<b>165,000</b>	<b>165,000</b>	<b>257,725</b>	<b>257,725</b>

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: IHSS Public Authority  
 (77070)  
 Function: Public Assistance  
 Activity: Public Assistance  
 Fund: IHSS Public Authority

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<u>TOTAL EXPENDITURES</u>	<u>221,915</u>	<u>221,915</u>	<u>358,997</u>	<u>358,997</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(0)</u>



## IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

### COMMENTS

In 1999, the Governor signed Assembly Bill 1682 (AB 1682) into law. A provision of the bill added Section 12302.25 to the Welfare and Institutions Code which states that each county, on or before January 1, 2003, must act as an employer of record or establish an employer of record for In-Home Supportive Services (IHSS) Program providers for the purpose of collective bargaining. The providers do not become County employees.

Pursuant to AB 1682 requirements, on October 15, 2002, the Madera County Board of Supervisors, by ordinance, created the, "In-Home Supportive Services - Public Authority" as a separate and distinct legal entity. With the Board of Supervisors as the Board of Trustees of the Authority, the role of the Authority, in addition to employer of record for collective bargaining of wages and fringe benefits of the Independent Providers, is to:

- Contract with the Department of Social Services for Public Authority administrative staff, which includes Program Manager, Receptionist and Registry/Training Specialists.
- Provide a centralized Provider Registry to be developed and operated "in-house" by the Public Authority.
- Supply, through the Registry, upon consumer request, a list of providers to IHSS consumers following completion of the consumer intake process.
- Make training services available to all Madera County IHSS consumers and providers.
- Provide, through County Departments, technical and professional assistance to support the initial development and ongoing operations of the Public Authority. Departments include Social Services, County Counsel, Human Resources, Administrative Management, and the Auditor-Controller's Office. Charges for services of the various County Departments will be included in an Interagency agreement between the County and the Public Authority.

This budget includes the funding for the IHSS Public Authority staff support and resources to accomplish the above activities. The proposed 2020-21 budget for the In-Home Supportive Service - Public Authority, which is not part of the General Fund, funds the administrative activities and support costs for the activities of the Authority.

Note: The Federal, State, and County funds that support the IHSS Administrative function are not included in the County's General Fund and are to be accounted for separately. The Federal and State funds will be received into the IHSS Public Authority Budget when claims are submitted and revenues are received for this budget. The County share of funds are included in the Special Payments Budget (02200) and transferred into the IHSS Public Authority as costs are incurred.

## IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

### **COMMENTS (continued)**

The County currently compensates the independent providers with an hourly rate of \$13.00. Effective January 1, 2020 the County is required to compensate providers at \$14.00 per hour. The County is no longer required to contribute \$0.60 cents per hour for the independent providers' health benefit costs.

The In-Home Supportive Services (IHSS) Program was created in 1973, and is funded with Federal, State, and County funds. The program is designed to serve individuals who would not be able to remain safely in their own home without assistance and includes aged, blind, or otherwise disabled SSI/SSP recipients, as well as low-income individuals. The IHSS Program has two (2) main benefits: (1) it allows recipients the comfort of living in their own homes (avoiding institutionalization); and (2) provides services that are much less expensive than out-of-home care. Individuals eligible for the program receive a wide variety of basic services, including domestic assistance, such as housecleaning, meal preparation, laundry, and shopping; personal care, such as feeding and bathing; transportation; protective supervision; and certain paramedical services ordered by a physician. An individual may be eligible for up to 283 hours of service per month based on assessments of their ability to function independently. Eligibility for these services and the specific level of services is determined by the IHSS Social Worker staff funded in the Department of Social Services – Administration Budget (07510).

The State and the County share administrative responsibilities for the IHSS Program. The State's primary functions include overseeing the payroll system for IHSS providers, unemployment insurance and workers' compensation, as well as supplying financial resources for the program. The day-to-day administration of the IHSS program is the responsibility of the County, including a determination of the number of service hours per month for which the recipient qualifies and the types of service each recipient needs. The County has, and will continue to maintain, a list of providers known to provide IHSS services. If a recipient indicates they don't know anyone to provide services, a list of providers in their geographic area is provided. The recipient contacts, interviews, hires, supervises, and fires their care giver. In fact, many IHSS recipients hire family members or friends, who receive pay through the IHSS Program. In Madera County, 70 percent of the individual providers are related to the IHSS recipient. There are about 2,105 recipients in Madera County, and approximately 2,296 individual providers. The State pays the providers directly based on time records submitted to the State by the County IHSS Public Authority overseeing the provider activities, and the County submits the County's share of cost to the State.

Beginning in Fiscal Year 2017-2018, there is a cap on State General Fund participation for PA administration.

## IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

### ESTIMATED REVENUES

**650000**      **Intergovernmental Revenue** (\$358,997) is the anticipated state and federal revenues for fiscal year 2020-21.

### SERVICES AND SUPPLIES

**720300**      **Communications** (\$3,500) is recommended increased \$1,231 for cell phones, internet access for case management software for the Registry, connection to State payroll system, and shared costs for phone lines.

**720500**      **Household Expense** (\$2,900) is recommended increased \$1,400 for pro-rated costs associated with janitorial and rug services based on co-locating with the Department of Social Services.

**720700**      **General Insurance** (\$16,850) is recommended unchanged for primary liability coverage for the Authority.

**720800**      **Maintenance - Equipment** (\$1,900) is recommended increased \$1,200 for repairs associated with the maintenance of office equipment.

**720900**      **Maintenance - Structures & Grounds** (\$270) is recommended increased \$35 for the pro-rated costs for building and grounds maintenance.

**721300**      **Office Expense** (\$7,000) is recommended increased \$2,070 for estimated cost of office supplies, postage, subscriptions, and computer supplies.

**721400**      **Professional & Specialized Services** (\$29,000) is recommended increased \$8,500 to provide a Consumer & Provider Newsletter, consultants for needs assessments, program evaluation and training (\$1,000), Registry and Database software (\$7,500), and a Collective Bargaining Consultant and State Mediation Services (\$8,000), Reception staff shared by public Authority (\$1,500). This account also provides for the estimated costs of professional services which will be purchased by the Authority (\$2,500), including:

\$500	Auditor - Controller's Office professional services and annual audit
\$3,600	Information Technology professional services and installation of equipment
\$500	County Counsel professional services
\$500	Human Resources professional services
\$500	Administrative Management and Risk Management professional services

## IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

### SERVICES AND SUPPLIES (continued)

- 721500**      **Publications and Legal Notices** (\$250) is recommended unchanged and represents the projected costs for advertising for providers in local newspapers, radio, TV, etc.
- 721700**      **Rents & Leases - Building** (\$35,000 is recommended increased \$28,921 for shared costs for use of Social Services' facilities. The decrease is due to staff location adjustments.
- 721900**      **Special Departmental Expense** (\$1,500) is recommended increased \$500. This account is used to purchase materials to promote the Registry to providers and consumers.
- 722000**      **Transportation & Travel** (\$1,200) is recommended increased \$200 for the projected costs for travel and training, mileage reimbursement for use of private vehicles, and use of Social Services' vehicles.
- 722100**      **Utilities** (\$1,902) is recommended increased \$300 for the projected shared costs for the use of utilities in the Social Services facilities.

### OTHER CHARGES

- 730700**      **Judgements & Damages** (\$10,000) is recommended unchanged to fund the required deductible for the primary liability insurance coverage.
- 731401**      **Interfund Expense** (\$247,725) is recommended increased \$92,725 to transfer costs associated with Social Services Department staff performing services on behalf of the Public Authority.

COUNTY OF MADERA  
 BUDGET UNIT EXPENDITURE DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: PUBLIC GUARDIAN  
 (08020)  
 Function: Public Asst./Pub. Protection  
 Activity: Other Protection  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
CHARGES FOR CURRENT SERVICES				
661300 Estate Fees	90,000	90,000	100,000	100,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>90,000</b>	<b>90,000</b>	<b>100,000</b>	<b>100,000</b>
MISCELLANEOUS REVENUE				
670000 INTRAFUND REVENUE	139,700	139,700	139,700	139,700
<b>TOTAL CHARGES FOR MISCELLANEOUS REVENUE</b>	<b>139,700</b>	<b>139,700</b>	<b>139,700</b>	<b>139,700</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>229,700</u></b>	<b><u>229,700</u></b>	<b><u>239,700</u></b>	<b><u>239,700</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	240,842	240,842	240,842	240,842
710103 Extra Help	26,564	26,564	26,564	26,564
710200 Retirement	68,529	68,529	77,510	77,510
710300 Health Insurance	47,739	47,739	31,588	31,588
710400 Workers' Compensation Insurance	1,379	1,379	1,379	1,379
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>385,053</b>	<b>385,053</b>	<b>377,883</b>	<b>377,883</b>
SERVICES & SUPPLIES				
720300 Communications	2,800	2,800	4,600	4,600
720500 Household Expense	2,500	2,500	2,500	2,500
720600 Insurance	75	75	80	80
720800 Maintenance - Equipment	300	300	360	360

**COUNTY OF MADERA  
BUDGET UNIT EXPENDITURE DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **PUBLIC GUARDIAN  
(08020)**  
Function: **Public Asst./Pub. Protection**  
Activity: **Other Protection**  
Fund: **General**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SERVICES & SUPPLIES (Continued)				
721100 Memberships	5,115	5,115	5,115	5,115
721300 Office Expense	7,000	7,000	9,000	9,000
721400 Professional & Specialized Services	27,000	27,000	29,000	29,000
721500 Publications & Legal Notices	200	200	200	200
721600 Rents & Leases - Equipment	4,900	4,900	5,500	5,500
721900 Special Departmental Expense	150	150	150	150
722000 Transportation & Travel	4,000	4,000	5,100	5,100
722100 Utilities	4,710	4,710	4,710	4,710
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>58,750</b>	<b>58,750</b>	<b>66,315</b>	<b>66,315</b>
INTRAFUND TRANSFER				
770000 Intrafund Expense	95,660	95,660	115,590	115,590
<b>TOTAL INTRAFUND TRANSFER</b>	<b>95,660</b>	<b>95,660</b>	<b>115,590</b>	<b>115,590</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b>539,463</b>	<b>539,463</b>	<b>559,788</b>	<b>559,788</b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b>309,763</b>	<b>309,763</b>	<b>320,088</b>	<b>320,088</b>

## PUBLIC GUARDIAN/PUBLIC ADMINISTRATOR

### COMMENTS

The Public Guardian, acting under court orders, handles funds and property of persons adjudged to be incompetent and provides for the care, support, and maintenance of the ward. The Public Guardian also acts as Conservator, under court orders, to conserve and protect the estate and persons who are wards of the Court. The Public Guardian also administers estates of deceased persons when no relative or other person is available for this purpose. Oversight for the operations of the Public Guardian/Public Administrator's Office was placed under the Department of Social Services (DSS) as of mid-year 2009-10.

### ESTIMATED REVENUES

**661300**      **Estate Fees** (\$100,000) is the anticipated revenue for FY 2020-21.

**670000**      **Intrafund Revenue** (\$139,700) is the anticipated revenue for FY 2020-21.

### SALARIES & EMPLOYEE BENEFITS

**710102**      **Permanent Salaries** (\$240,842) is recommended unchanged based on recommended staffing levels.

**710103**      **Extra Help** (\$26,564) is recommended unchanged and is based on projected cost of Extra Help coverage for the year.

**710200**      **Retirement** (\$77,510) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

**710300**      **Health Insurance** (\$31,588) is based on the employer's share of health insurance premiums.

**710400**      **Workers' Compensation** (\$1,379) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### SERVICES & SUPPLIES

**720300**      **Communications** (\$4,600) is recommended increased \$1,800 due to additional VOIP services is recommended.

**720500**      **Household Expense** (\$2,500) is recommended unchanged due to janitorial services at new location and charges on intrafund account.

## PUBLIC GUARDIAN/PUBLIC ADMINISTRATOR

### SERVICES & SUPPLIES (continued)

- 720600**      **Insurance** (\$80) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$360) is recommended increased \$60 for the maintenance of office equipment (typewriters, calculators, check printer, and computers).
- 721100**      **Memberships** (\$5,115) is recommended unchanged for the cost of association/membership in the California Association of Public Guardian/Public Conservator/Public Administrator (CAPA).
- 721300**      **Office Expense** (\$9,000) is recommended increased \$2,280, annual code book updates (\$722), Thomas Reuters Probate Codes (\$480), continuing EDUC Pub (\$270), safety deposit box (\$500), envelopes (\$420) and checks (\$2,600), along with miscellaneous office expenses (\$4,000).
- 721400**      **Professional & Specialized Services** (\$29,000) is recommended increased \$2,000 and includes monthly maintenance fees for PG Pro Software (\$27,000), LexisNexis - used for looking up relatives of conservatees (\$1,866) and other services as needed.
- 721500**      **Publications & Legal Notices** (\$200) are recommended unchanged for the cost to publish notices for Public Administrator estate sales and to purchase required annual code books.
- 721600**      **Rents & Leases - Equipment** (\$5,500) is recommended increased \$600 for the copier lease (\$1,773), additional copies costs, to utilize vehicles from Central Garage (720 miles, \$2,052) and the cost of a shred bin (\$335).
- 721900**      **Special Departmental Expense** (\$150) is recommended unchanged. This account funds miscellaneous expenses.
- 722000**      **Transportation & Travel** (\$5,100) is recommended increased \$1,100 for the lodging and meals for Out-of-County trips which include mandated certification trainings for staff.
- 722100**      **Utilities** (\$4,710) is recommended unchanged for PG staff at DSS new building.

### INTRAFUND TRANSFER

- 770000**      **Intrafund Expense** (\$115,590) is recommended increased \$19,930 to fund specified DSS Salaries and Benefits and County Counsel services.



**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: PUBLIC GUARDIAN  
 (08020)  
 Function: Public Asst./Pub. Protection  
 Activity: Other Protection  
 Fund: General

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3111	Chief Deputy Public Guardian	1.0		1.0	-	-	-	
3687	Deputy Public Guardian	1.0		1.0	-	-	-	
3533	Office Assistant I or							
3534	Office Assistant II	1.0		1.0	-	-	-	
3636	Program Assistant I or							
3637	Program Assistant II	1.0		1.0	-	-	-	
<b>TOTAL</b>		<u>4.0</u>	<u>-</u>	<u>4.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

**NOTES:**

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COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: VETERANS SERVICE OFFICE  
 (08010)

Function: Public Asst./Pub. Protection  
 Activity: Vet. Svs./Other Protection  
 Fund: General

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<b><u>ESTIMATED REVENUES:</u></b>				
INTERGOVERNMENTAL REVENUE				
652800 State - Veterans Affairs	50,611	50,611	50,611	50,611
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>50,611</u></b>	<b><u>50,611</u></b>	<b><u>50,611</u></b>	<b><u>50,611</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	113,652	113,652	114,936	114,936
710103 Extra Help	69,928	69,928	31,854	31,854
710200 Retirement	39,326	39,326	55,349	55,349
710300 Health Insurance	24,758	24,758	32,169	32,169
710400 Workers' Compensation Insurance	1,446	1,446	1,265	1,265
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>249,110</b>	<b>249,110</b>	<b>235,572</b>	<b>235,572</b>
SERVICES & SUPPLIES				
720300 Communications	1,600	1,600	1,600	1,600
720600 Insurance	233	233	265	265
721100 Memberships	3,000	3,000	3,000	3,000
721300 Office Expense	4,000	4,000	3,052	3,052
721600 Rents & Leases - Equipment	4,125	4,125	4,125	4,125
722000 Transportation & Travel	6,000	6,000	6,000	6,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>18,958</b>	<b>18,958</b>	<b>18,042</b>	<b>18,042</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>268,068</u></b>	<b><u>268,068</u></b>	<b><u>253,614</u></b>	<b><u>253,614</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>217,457</u></b>	<b><u>217,457</u></b>	<b><u>203,003</u></b>	<b><u>203,003</u></b>

**VETERANS SERVICE OFFICE**

**COMMENTS**

The Veterans Service Office performs a variety of services for veterans, and their dependents, widows and orphans. This includes assistance in applying for Federal and State programs. The Veterans Service Officer function was separated from the Public Guardian/Public Administrator/Public Conservator’s Office in Fiscal Year 2009-10 and is now a separate budget unit. Madera County contracted with Fresno County for Veterans Services Officer coverage two days per week until March 2017, when a permanent Veterans Services Officer position was filled as a county employee.

**WORKLOAD**

<u>July 1, 2018 – June 30, 2019</u>		<u>July 1, 2019 – April 30, 2020</u>	
County Population (Approx.)	7,465	County Population	7,254
County Size	Very Small	County Size	Very Small
C&P Cases	2,153	C&P Cases	1,878
Utilization Rate	28.8%	Utilization Rate	25.9%
C&P Dollars	\$35,363,000	C&P Dollars	\$34,305,000

**ESTIMATED REVENUES**

**652800**      **State - Veterans Affairs** (\$50,611) is recommended for Veterans Affairs Subvention funds and state reimbursement for attending mandated conferences.

**SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$114,936) are recommended based on recommended staffing.
- 710103**      **Extra Help** (\$31,854) is recommended increased to increase the ability of the department to effectively and efficiently serve the needs of veterans.
- 710200**      **Retirement** (\$55,349) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.
- 710300**      **Health Insurance** (\$32,169) is based on the employer’s share of health insurance premiums.

## VETERANS SERVICE OFFICE

### **SALARIES & EMPLOYEE BENEFITS (continued)**

**710400**      **Workers' Compensation** (\$1,265) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

### **SERVICES & SUPPLIES**

**720300**      **Communications** (\$1,600) is recommended unchanged for expected phone line and mobile hotspot costs.

**720600**      **Insurance** (\$265) reflects the Department's contribution to the County's Self-Insured Liability Program.

**721100**      **Memberships** (\$3,000) is recommended for membership fees and reflects membership costs for the California Association of County Veterans Service Officers.

**721300**      **Office Expense** (\$3,052) is recommended for office supplies.

**721600**      **Rents & Leases - Equipment** (\$4,125) is unchanged for projected costs of the Department's copier lease.

**722000**      **Transportation & Travel** (\$6,000) is recommended unchanged for lodging and meals related to out-of-County conferences and trainings, for which attendance is necessary to maintain accreditation and receive Veterans subvention funds. Transportation and travel costs are fully offset by revenues specifically allocated by the State for these activities.

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: VETERANS SERVICE OFFICE  
 (08010)  
 Function: Public Asst./Pub. Protection  
 Activity: Vet. Svs./Other Protection  
 Fund: General

JCN	CLASSIFICATION	2019-20 Authorized Positions		2020-21 Proposed Positions		Y-O-Y Changes in Positions		Notes
		Funded	Unfunded	Funded	Unfunded	Funded	Unfunded	
3533	Office Assistant I/II	-	1.0	1.0		1.0	(1.0)	A
3420	Veterans' Service Representative	1.0	-	1.0	-	-	-	
2136	Veterans' Service Officer	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<b>2.0</b>	<b>1.0</b>	<b>3.0</b>	<b>-</b>	<b>1.00</b>	<b>(1.0)</b>	

**NOTES:**

A Reflects the request of the Veterans Service Office to fund one (1) Office Assistant I/II to fit the needs of the department

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: COMMUNITY ACTION  
 PARTNERSHIP (08200)  
 Function: Public Assistance  
 Activity: Other Assistance  
 Fund: General

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
FEDERAL OTHER				
657001 Federal Community Services	228,854	228,854	245,835	245,835
<b>TOTAL ESTIMATED REVENUES</b>	<b><u>228,854</u></b>	<b><u>228,854</u></b>	<b><u>245,835</u></b>	<b><u>245,835</u></b>
<b><u>EXPENDITURES:</u></b>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	130,104	130,104	132,027	132,027
710200 Retirement	45,018	45,018	59,560	59,560
710300 Health Insurance	12,379	12,379	13,065	13,065
710400 Workers' Compensation Insurance	1,353	1,353	1,184	1,184
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>188,854</b>	<b>188,854</b>	<b>205,835</b>	<b>205,835</b>
SERVICES & SUPPLIES				
721400 Professional & Specialized Services	40,000	40,000	40,000	40,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>228,854</u></b>	<b><u>228,854</u></b>	<b><u>245,835</u></b>	<b><u>245,835</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

## COMMUNITY ACTION PARTNERSHIP

### COMMENTS

This budget funds the salary and fringe benefit costs of the Community Action Partnership of Madera County, Inc., Executive Director, which are fully reimbursed by the federal and state grant awards. This employee is responsible to the Governing and Administering Board of the Community Action Partnership of Madera County (CAPMC) for the organization and direction of programs under Community Action Partnership Administration.

In addition, as approved on December 10, 2013, the County entered into an agreement with Fresno-Madera Area Agency on Aging to administer the Senior Congregate Meals Program at four locations – Coarsegold, Madera Ranchos, North Fork and Oakhurst – effective February 1, 2014 through June 30, 2014, which has renewed each year and is expected to be renewed for the 2020-21 fiscal year. The County delegated the administration of this program to CAPMC. The County contributes additional funds for the total operation of the congregate meal program at the four county locations through the Special Payments budget (02200).

### ESTIMATED REVENUES

**657001**      Federal Community Services (\$245,835) are recommended increased \$1,923 for maintaining the current level of staffing.

### SALARIES & EMPLOYEE BENEFITS

**710102**      Permanent Salaries (\$132,027) are recommended increased \$1,923 based on the cost of recommended staffing.

**710200**      Retirement (\$59,560) for the County's anticipated contribution to Social Security and Public Employees' Retirement System.

**710300**      Health Insurance (\$13,065) is based on the employer's share of health insurance premiums.

**710400**      Workers' Compensation (\$1,184) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.



**SERVICES & SUPPLIES**

**721400**      **Professional & Specialized Services** (\$40,000) are recommended unchanged based on the level of funding for the current fiscal year for the operation of the Senior Congregate Meals Program at four county locations and the addition of the Chowchilla site. This expense is completely offset by grant revenue received from Fresno-Madera Area Agency on Aging (FMAAA). If the County receives notification of a change in funding from FMAAA subsequent to adoption of this budget, staff will bring the necessary budget adjustment to the Board for approval.

**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **COMMUNITY ACTION  
 PARTNERSHIP (08200)**  
 Function: **Public Assistance**  
 Activity: **Other Assistance**  
 Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
2122	Executive Director-Community Action Partnership of Madera County	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>1.0</u>	<u>-</u>	<u>1.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

**NOTES:**

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: LIBRARY  
 (09110)  
 Function: Library Services  
 Activity: Library Services  
 Fund: General

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<b><u>ESTIMATED REVENUES:</u></b>				
REVENUE FROM USE OF MONEY/PROPERTY				
640300 Rents & Concessions	500	500	250	250
<b>TOTAL REVENUE FROM USE OF MONEY/PROPERTY</b>	<b>500</b>	<b>500</b>	<b>250</b>	<b>250</b>
INTERGOVERNMENTAL REVENUE				
657000 Federal Care & Services	2,000	0	0	0
659000 Other Government Agencies	50,000	57,000	239,150	239,150
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>52,000</b>	<b>57,000</b>	<b>239,150</b>	<b>239,150</b>
CHARGES FOR CURRENT SERVICES				
662500 Library Services	27,000	27,000	13,500	13,500
662510 Lost Book Collections	1,500	1,500	750	750
662700 Other Charges for Services	12,000	12,000	3,500	3,500
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>40,500</b>	<b>40,500</b>	<b>17,750</b>	<b>17,750</b>
MISCELLANEOUS REVENUE				
673920 Misc Reimbursement Other	0	0	5,000	5,000
680200 Operating Transfer In	0	0	128,699	128,699
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>0</b>	<b>0</b>	<b>133,699</b>	<b>133,699</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>93,000</u></b>	<b><u>98,000</u></b>	<b><u>390,849</u></b>	<b><u>390,849</u></b>

**EXPENDITURES:**

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	647,894	682,648	682,648	682,648
710103 Extra Help	165,673	195,557	195,557	195,557
710200 Retirement	235,174	236,210	255,682	255,682
710300 Health Insurance	143,538	109,699	114,593	114,593

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: LIBRARY  
(09110)  
Function: Library Services  
Activity: Library Services  
Fund: General

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
SALARIES & EMPLOYEE BENEFITS (continued)				
710400 Workers' Compensation Insurance	19,759	37,822	33,094	33,094
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>1,212,038</b>	<b>1,261,936</b>	<b>1,281,574</b>	<b>1,281,574</b>
SERVICES & SUPPLIES				
720300 Communications	15,650	15,650	13,000	13,000
720500 Household Expense	6,268	7,248	7,900	7,900
720600 Insurance	3,401	2,485	2,824	2,824
720800 Maintenance - Equipment	3,000	3,000	3,000	3,000
721100 Memberships	129,731	150,242	148,057	148,057
721300 Office Expense	18,000	20,000	20,000	20,000
721600 Rents & Leases - Equipment	11,500	15,000	15,000	15,000
721700 Rents & Leases - Buildings	33,216	16,800	0	0
721900 Special Departmental Expense	93,000	142,540	282,891	282,891
722000 Transportation & Travel	3,000	5,000	2,000	2,000
722100 Utilities	100,000	100,000	116,071	116,071
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>416,766</b>	<b>477,965</b>	<b>610,743</b>	<b>610,743</b>
OPERATING TRANSFER OUT				
750121 Operating Transfer Out - Capital Project	35,000	0	0	0
<b>TOTAL OPERATING TRANSFER OUT</b>	<b>35,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b>1,663,804</b>	<b>1,739,901</b>	<b>1,892,318</b>	<b>1,892,318</b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b>1,570,804</b>	<b>1,641,901</b>	<b>1,501,469</b>	<b>1,501,469</b>

**COMMENTS**

The Madera County Library provides the public with valuable informational, cultural, and recreational resources. Books, magazines, music, reference materials, electronic media, and a range of support services are made available to patrons county-wide. Services and resources are provided through five public facilities – the Main Library in Madera, and Branch Libraries in Oakhurst, Chowchilla, North Fork, and Madera Ranchos.

**ESTIMATED REVENUES**

- 640300**      **Rents & Concessions** (\$250) is recommended decreased \$250 due to COVID-related halt of public meeting room reservations.
- 659000**      **Other Government Agencies** (\$239,150) is recommended increased \$182,150 based on projected tax sharing agreement revenues to be received from the City of Madera in the amount of \$50,000. As a requirement of the agreement, these revenues are dedicated for use at the Madera Branch Library. Additionally, MCL received two grants from the State Library for this fiscal year: one for a Mobile Library Unit in the amount of \$185,400 and one to support Lunch at the Library Programs in Madera, Chowchilla, and North Fork in July and August, 2020 in the amount of \$3,750.
- 662500**      **Library Services** (\$13,500) is recommended decreased \$13,500 due to a COVID-related halt of accruing fines and fees.
- 662510**      **Lost Book Collections** (\$750) is recommended decreased \$750 due to a COVID-related halt of accruing fines and fees.
- 662700**      **Other Charges for Services** (\$3,500) is recommended decreased \$8,500 due to a COVID-related halt of computer prints and photocopies.
- 673920**      **Miscellaneous Revenue** (\$5,000) is recommended decreased due to lower levels of fundraising and donations from COVID-19 effects on Friends of the Library groups.
- 680200**      **Operating Transfer In** (\$128,699) reflects the estimated staff time dedicated to COVID related changes in practice such as curbside services, virtual programming, etc.

**SALARIES & EMPLOYEE BENEFITS**

- 710102**      **Permanent Salaries** (\$682,648) is recommended based on staffing cost.
- 710103**      **Extra Help** (\$195,557) is recommended based on the cost of required staffing.
- 710200**      **Retirement** (\$255,682) reflects an increase of \$19,472 due to the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$114,593) is recommended increased \$4,894 based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$33,094) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

**SERVICES & SUPPLIES**

- 720300**      **Communications** (\$13,000) is recommended decreased \$2,650 due to being underspent during fiscal year 19-20.
- 720500**      **Household Expense** (\$7,900) is recommended increased \$652 due to an increase in charges for services at the Madera, Chowchilla, Ranchos, Oakhurst and North Fork branches.
- 720600**      **Insurance** (\$2,824) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$3,000) is recommended unchanged for the maintenance security devices and inspection of the elevators.
- 721100**      **Memberships** (\$148,057) is recommended decreased \$2,185 and includes the County's membership in the San Joaquin Valley Library System and all associated fees and charges.
- 721300**      **Office Expense** (\$20,000) is recommended unchanged to maintain necessary operational levels.
- 721600**      **Rents & Leases - Equipment** (\$15,000) is recommended unchanged to maintain necessary operational level.

**SERVICES & SUPPLIES** (continued)

- 721700**      **Rents & Leases - Buildings** (\$0) is recommended decreased \$16,800 due to acquiring ownership of a new Madera Ranchos Branch and canceling the prior lease.
- 721900**      **Special Departmental Expense** (\$282,891) reflects an increase of \$140,351. However, \$189,150 of the \$282,891 comes from State Library grant funding for the Mobile Library Unit (\$185,400) and Lunch at the Library (\$3,750). The total amount without grant funds is \$93,741, a recommended decrease of \$48,799. At least \$50,000 will be spent at the Madera Branch Library pursuant to the tax sharing agreement with the City of Madera.
- 722000**      **Transportation & Travel** (\$2,000) is recommended decreased \$3,000 in order to lower the Library's Net County Cost without losing essential staff.
- 722100**      **Utilities** (\$116,071) is recommended increased \$16,071 due to being overspent by this amount in the previous fiscal year in order to cover utilities costs for all five county library facilities.

COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: LIBRARY  
 (09110)  
 Function: Education  
 Activity: Library Services  
 Fund: General

JCN	CLASSIFICATION	2019-20 Authorized Positions		2020-21 Proposed Positions		Y-O-Y Changes in Positions		Notes
		Funded	Unfunded	Funded	Unfunded	Funded	Unfunded	
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
2127	County Librarian	1.0	-	1.0	-	-	-	
3270	Librarian I or	-	-	-	-	-	-	
3271	Librarian II or	-	-	-	-	-	-	
4200	Librarian III	1.0	-	1.0	-	-	-	
3530	Library Assistant							
3270	or Librarian I/II/III	7.0	-	7.0	-	-	-	A
3531	Library Branch Assistant	1.0	3.0	1.0	3.0	-	-	
3350	Library Technician	1.0	-	1.0	-	-	-	
3532	Senior Library Branch Assistant	1.0	-	1.0	-	-	-	
3380	Desktop Support Technician	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<b>14.0</b>	<b>3.00</b>	<b>14.0</b>	<b>3.00</b>	<b>-</b>	<b>-</b>	

**NOTES:**

A Reflects the request of the department to flex-staff one (1) Library Assistant up to the Librarian I/II/III allocation



COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Unit Title:           **APPROPRIATIONS FOR CONTINGENCIES  
 (09900)**  
 Function:           **General**  
 Activity:           **Legislative & Administrative**  
 Fund:               **General**

**EXPENDITURE CLASSIFICATION**

**APPROPRIATIONS**

	<b><u>Fiscal Year 2016-17</u></b>	<b><u>Fiscal Year 2017-18</u></b>	<b><u>Fiscal Year 2018-19</u></b>	<b><u>Fiscal Year 2019-20</u></b>	<b><u>RECOMMENDED 2020-21</u></b>
<b>780100 Appropriations for Contingencies</b>	<b><u>2,424,416</u></b>	<b><u>2,424,416</u></b>	<b><u>2,424,416</u></b>	<b><u>1,156,941</u></b>	<b><u>0</u></b>
Reserve for Enhanced Economic Development Activities (Board Designated 4/3/2018)	0	0	300,000	300,000	0
Fire Equipment Reserve	0	0	500,000	1,000,000	0
Fund Balance Policy Reserve	4,063,654	4,063,654	4,907,013	7,422,824	2,957,664
<b>Total Reserves and Contingencies</b>	<b>6,488,070</b>	<b>6,488,070</b>	<b>8,131,429</b>	<b>9,879,765</b>	<b>2,957,664</b>

## APPROPRIATIONS FOR CONTINGENCIES

### COMMENTS

#### **780100      Appropriations for Contingencies - General**

The Appropriations for Contingency is currently not budgeted for Fiscal Year 2020-21. The amount is recommended eliminated based on the current budget crisis and recent experience and continued efforts to enhance departmental budgets at the line item level, which has reduced the need for a high level of contingency funding.

#### **Reserve for Future Budgetary Issues and Fire Asset Replacement**

The preliminary General Fund Balance for the period ending June 30, 2020, as projected by the Auditor's Office in cooperation with the Administrative Office, is estimated at \$7,422,824. It is recommended that \$4,465,157 of the fund balance be utilized to offset the deficit in discretionary revenues in Fiscal Year 2020-21. This will leave \$2,957,667 in the County's Fund Balance Policy Reserve.

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: COOP. EXTENSION  
 SERVICE (09200)  
 Function: Other  
 Activity: Ag. Education  
 Fund: General

	<u>BOARD APPROVED 2019-20</u>	<u>CAO BASELINE 2020-21</u>	<u>DEPARTMENT REQUEST 2020-21</u>	<u>CAO RECOMMENDED 2020-21</u>
<b><u>ESTIMATED REVENUES:</u></b>				
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	0	2,625	2,625
<b>TOTAL ESTIMATED REVENUE</b>	<b>0</b>	<b>0</b>	<b>2,625</b>	<b>2,625</b>
<b><u>EXPENDITURES:</u></b>				
SERVICES & SUPPLIES				
720300 Communications	1,100	1,100	1,100	1,100
721400 Professional & Specialized Services	80,500	80,500	92,639	92,639
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>81,600</b>	<b>81,600</b>	<b>93,739</b>	<b>93,739</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>81,600</u></b>	<b><u>81,600</u></b>	<b><u>93,739</u></b>	<b><u>93,739</u></b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b><u>81,600</u></b>	<b><u>81,600</u></b>	<b><u>91,114</u></b>	<b><u>91,114</u></b>

## COOPERATIVE EXTENSION

### COMMENTS

The University of California Cooperative Extension (UCCE) is the county-based research and educational program of the University of California, Division of Agriculture and Natural Resources and is a cooperating partnership between the County of Madera, the University of California and the United States Department of Agriculture.

The Mission of UCCE:

To serve California through the creation, development, extension and application of knowledge in agricultural, natural and human resources.

UCCE serves the local citizens of Madera through:

- Agriculture research and education to develop and improve agricultural practices.
  - Youth development programs to develop life skills, leadership and community service through (hands-on) education.
  - Nutrition education programs that help individuals and families to eat better, stretch their food dollars, handle food safely and improve health.
  - Extending information on sustainable landscape and gardening practices to the community.
- Our mission is accomplished through the education and research programs conducted by UCCE advisors and program leaders. The advisors and program leaders work with agricultural clientele, county residents, youth, families and community agencies to provide science-based knowledge and solutions to local residents.

A major strength of the UCCE partnership is the ability to leverage internal and external resources to serve the residents of Madera County. For each dollar of County support, more than three additional dollars are leveraged from state, federal and private sources. Although the revenue from increased agricultural productivity resulting from the research and extension programs is difficult to measure in any given year, the estimates from a 40-year study indicate that each dollar invested in agricultural research in California increases productivity by \$1.20.

Programs serving agriculture provide research-based answers to production challenges; assisting local growers and allied industry in the sustainable, economically viable, and safe production of their crops. Advisors serving Madera County cover 4-H Youth Development, Dairy, Horticulture, Livestock and Natural Resources, Nutrient Management and Soil Quality, Orchard Crops, and Viticulture. We have a strong Master Gardener program serving the public of Madera County. The CalFresh Healthy Living, UC program provides support and resources to teachers in low-income Madera County Schools.

### **COMMENTS (continued)**

Pursuant to a 2013 agreement with the University of California (UC), Madera County finances clerical staff, office supplies, facilities, and operating expenses for Cooperative Extension (CE). The Multi-County Partnership agreement also includes Fresno County and resources are provided to allow for delivery of the Cooperative Extension services there. UC is responsible for funding salaries and benefits for the academic staff and procuring grant funding for programmatic efforts. The total budget for Fiscal Year 17/18 was \$8,570,526; 5% of which was provided by the Counties and 95% by the University.

#### **4-H Youth Development**

In 4-H, youth discover and develop their potential to grow into competent, contributing, and caring citizens. Learn-by-doing activities, youth-adult partnerships, and research-based educational programs help members develop and enhance their leadership skills and build a wide range of life skills. Along with traditional community based clubs and residential overnight camp programming, our 4-H Advisor and part-time Program Representative are offering new programs targeted to rural, low income, and minority populations to introduce them to the benefits of 4-H. Specifically, we have worked directly with Madera Parks and Community Services and the Madera District fair to deliver a Fair Day Camp experience during summer 2019 and will continue that collaboration summer 2020. Also, we delivered nutrition, gardening, and physical fitness programming with the entire school of 250+ students from Fall 2018-Spring 2019 at Wasuma Elementary. We continue to seek additional opportunities to collaborate and offer our services to Madera County.

#### **Dairy**

The dairy extension program goal is to provide dairy producers with applied research and extension education programs across a spectrum of industry issues as they relate to the dairy production system. This includes environmental stewardship, quality assurance, animal welfare, food safety and production efficiency in order to assist dairy producers in making their operations compatible with current and future environmental concern and contribute to the success of their operations. The advisor outreach includes distribution of a quarterly Dairy Newsletter with topics of great importance to the dairy industry. In addition, the advisor contributes on promoting educational meetings, workshops and conferences with topics of great relevance including antimicrobial stewardship, manure management, automatic milking robots, calf management, animal nutrition, animal health and animal welfare among other dairy production topics. Automatic milking robots is a new and exciting technology and has been boosting the interest of dairy producers. Feasibility of milking robots to CA dairies is a main focus of the dairy program. Another example is the possibility of implementing a selective dry cow therapy aiming on reducing the amount of antibiotics used on dairy cows.

**COMMENTS (continued)**

**ENVIRONMENTAL HORTICULTURE AND MASTER GARDENER VOLUNTEERS**

The Environmental Horticulture advisor conducts a research and extension program that provides technical support to professionals in turfgrass and urban horticulture industries. This past year the program focused on providing extension presentations on turfgrass and landscape integrated pest management (IPM). Evaluation data showed 43% of survey respondents (n=67) planned to incorporate IPM practices and pursue alternatives to conventional pesticides. Anticipated impacts can be inferred from research showing that adoption/improvement of IPM can reduce pesticides applied and reduce costs associated with landscape management. Next year's priorities include creating written educational materials, demonstrating remote sensing technologies to clientele, and researching drought-tolerant grass options.

The advisor also trained 40 Madera Master Gardener volunteers on invasive pests and urban water conservation. This is impactful because the volunteers extended this information to the wider community, and our volunteers reached over 1,500 people in 2019. Madera Master Gardeners transferred information to others via workshops, info booths, hotline calls, and maintenance of a demonstration garden at the Madera Community College Center. Forty volunteers contributed over 2,300 service hours this past year, with an estimated value of \$60,122 to Madera County (Independent Sector, 2019). Next year's priorities include outreach to underserved foothill communities, expansion of Spanish-based outreach, and integrated programming with Madera Community College Center.

**LIVESTOCK AND NATURAL RESOURCES**

Livestock and natural resources research and extension efforts assist local producers in maintaining livestock production, a key economic sector in Madera County, while conserving and enhancing natural resources and ecosystem services. The advisor uses a variety of strategies to reach clientele in Madera County including distributing quarterly newsletters on livestock and natural resource topics to over 100 recipients and coordinating, hosting, and presenting at an annual livestock symposium. The symposium typically includes up-to-date information about grazing and range management, weed control, animal nutrition and parasite control, livestock breeding and genetic improvements, and relevant regulatory updates. This year, additional workshops are being offered on fire fuel reduction and prescribed burning on private lands to assist local livestock operators, rangeland owners, and forest landowners in reducing the risk of catastrophic fire on the landscape. In summer of 2020, an oak monitoring project will begin, to assess the impacts of drought and identify successful management practices to maintain these valuable trees on local rangelands.

**COMMENTS (continued)**

**NUTRIENT MANAGEMENT AND SOIL QUALITY**

Nutrient management and soil quality research and extension efforts provide science-based information addressing environmental issues related to crop and livestock production. The advisor uses a variety of strategies to reach clientele in Madera County including a quarterly newsletter that is being developed in coordination with the northern San Joaquin Valley Nutrient Management/Soil Quality advisor, organizing and presenting at the annual Alfalfa and Forage Field Day, and a new research trial characterizing manure on San Joaquin Valley dairies.

**NUTRITION, FAMILY, AND CONSUMER SCIENCES**

The CalFresh Healthy Living, University of California Cooperative Extension (CFHL,UCCE) program provides CalFresh eligible low-income families with information about food, nutrition, physical activity, policy, systems and environmental (PSE) changes. Along with food safety, and food resource management at no cost to participants. Over \$1,000,000 was awarded to CFHL, UCCE in Fresno and Madera Counties to deliver programs in Federal Fiscal Year (FFY) 2020. Madera partnerships include Madera County Department of Public Health CalFresh Healthy Living Program, Madera Unified School District, Dairy Council of California, Madera Career Club, Community Action Partnership, Housing Authority Madera County, and Camarena Health Center. Nutrition educators provided direct and indirect nutrition and physical activity education, policy, systems and environmental supports, and food resource management. In FFY19, CalFresh Healthy Living, UCCE reached a total of 285 adults and 2,363 youth with direct education and over 5,500 youth and adults at 20 sites with PSE in Madera County.

**ORCHARD CROPS**

The Orchard Crops advisor conducts research and extension activities to help Madera orchard growers, PCAs, and crop consultants improve their productivity and sustainability. Her extension program includes a podcast (Growing the Valley), a website ([www.sjvtandv.com](http://www.sjvtandv.com)), an annual meeting, as well as working with orchard decision makers individually through emails, phone calls, and more than 100 farm calls. Her research program includes an almond variety trial, where she manages one of three sites that are evaluating 30 different almond varieties; a site to evaluate the field-scale feasibility of a new, pesticide free method to disinfest soils before planting new orchards; developing new methods to reduce insect infestation in dried figs; and she has just been awarded a grant to evaluate the effect of low soil oxygen on pistachio performance.

**COMMENTS (continued)**

**VITICULTURE**

The Viticulture Advisor in Madera has several different research objectives underway. The first of these is looking into nematode resistant rootstocks. Nematode are a soil born root pest of grapevine that can cause extensive damage due to their feeding activities, or by acting as disease vector passing viruses between vines. To help combat nematodes different public breeding programs have created new rootstocks with advanced nematode resistance. Two of these programs (UCD and USDA Fresno) released 7 new rootstocks over 10 years ago. Unfortunately, due to a lack in understanding how these stocks act within a commercial vineyard they have seen little use since their release. The Madera viticulture advisor, in coordination with operators from the wine industry has begun testing these rootstocks within the local growing region. Data collected so far has already identified 3 to 4 of these rootstocks that are better suited for San Joaquin Valley viticulture. A third breeding program at the USDA facility in Geneva, NY also produced over 800 potential rootstocks which are being grown at the Kearney REC in Parlier CA. These rootstocks are farther back in the selection process and will need much more analysis before field evaluation. The Madera Viticulture Advisor is currently overseeing this process to identify if any of these rootstocks should progress to larger trials.

The next area of research is looking into the mechanization of vineyard operations. With labor costs on the rise, and labor markets tightening, mechanization will be needed to keep production costs and schedules moving into the future. Work in this area has already identified benefits from doing mechanical leaf removal in wine grape vineyards. The cooperating vineyard in this project has just invested in a new 400-acre planting which they are hoping to operate touch free. They are hoping to continue the relationship with UCCE to fine tune their management processes and help everyone better understand how to fully mechanize a SJV vineyard. The final area of research being undertaken is in the area of water use, groundwater recharge and SGMA. With SGMA starting in January 2020, and the regular drought cycle of California, understanding vineyard water use is very important. Projects are currently being pursued to look at the true water requirements, and actual water use in SJV vineyards. Another project to look at the water costs and benefits of cover crops even in dry years is also being looked at. A more important future step is investigating the use of vineyard to accomplish groundwater recharge. SGMA requires that water pumping and water infiltration rates within specified areas known as basins become aligned. While understanding water use, and any benefits that cover crops may have towards water saving, will help reduce water pumping. It is hoped that during wet years vineyards can be used as flood basins to increase water infiltration. Running this extra water through vineyards could possibly affect many parts of the vineyard. The effects of this flooding on nutrient management, pest management, vineyard floor management, and vineyard management all need to be investigated so that best practices can be identified.



**COMMENTS (continued)**

**VITICULTURE (continued)**

The Madera Viticulture Advisor maintains an active extension program. He is part of the steering group for The San Joaquin Valley Grape Symposium and for The UC Davis Grape Day, as well as a member of the committee that prepare the multiple educational events held by the San Joaquin Valley Winegrape Growers Association. In addition, he is a contributing author, and editor of the Vit Tips Newsletter.

**ESTIMATED REVENUES**

**680200**      **Operating Transfer In** (\$2,625) reflects the estimated staff time dedicated to the COVID-19 response, which is reimbursable from Org 13140 – CARES Act Coronavirus Relief Fund.

**SERVICES AND SUPPLIES**

Services and supplies are recommended based on the Multi-County Partnership Agreement.

**720300**      **Communications** (\$1,100) is recommended unchanged for telephone and fax costs as required under the Multi-County Partnership Agreement.

**721400**      **Professional and Specialized** (\$92,639) is recommended and reflects a \$11,039 increase in the contribution to the University of California Cooperative Extension through a Multi-County Partnership Agreement.

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**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **CENTRAL GARAGE  
(10800)**  
Function: **General**  
Activity: **Other General**  
Fund: **Central Garage**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
Beginning Fund Balance	650,000	650,000	1,050,620	1,050,620
<b><u>ESTIMATED REVENUES:</u></b>				
662740 Charges for Mileage	2,475,117	2,475,117	2,524,085	2,524,085
<b>OTHER INCOME</b>				
640101 Interest	5,500	5,500	5,500	5,500
662741 Vehicle Maintenance Charges	190,000	190,000	322,317	322,317
673908 Other Income	2,500	2,500	4,000	4,000
680103 Sale of Fixed Assets & Other Sales	40,000	40,000	45,000	45,000
680401 Miscellaneous & Other Services	1,000	1,000	1,000	1,000
<b>TOTAL ESTIMATED REVENUES</b>	<b>2,714,117</b>	<b>2,714,117</b>	<b>2,901,902</b>	<b>2,901,902</b>
<b><u>EXPENDITURES:</u></b>				
721930 Cost of Inventoried Material & Supplies Used	<b>915,000</b>	<b>915,000</b>	<b>960,000</b>	<b>960,000</b>
<b>OTHER OPERATING EXPENSES</b>				
710102 Permanent Salaries	279,441	279,441	293,813	293,813
710103 Extra Help	42,138	42,138	42,138	42,138
710200 Retirement	96,692	96,692	110,777	110,777
710300 Health Insurance	47,739	47,739	53,615	53,615
710400 Workers' Compensation	3,583	3,583	2,592	2,592
720200 Clothing & Personal Supplies	2,400	2,400	2,750	2,750
720300 Communications	2,300	2,300	2,500	2,500
720500 Household Expense	2,200	2,200	2,500	2,500
720600 Insurance Expense	366	366	415	415

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **CENTRAL GARAGE  
(10800)**  
Function: **General**  
Activity: **Other General**  
Fund: **Central Garage**

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2020-21</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
OTHER OPERATING EXPENSES (continued)				
720605 Employer Share of Retiree Insurance	29,216	29,216	20,904	20,904
720800 Maintenance - Equipment	4,000	4,000	4,500	4,500
720900 Maintenance - Structures & Grounds	5,000	5,000	5,000	5,000
721000 Medical, Dental & Laboratory Supplies	100	100	100	100
721300 Office Expense	4,000	4,000	4,500	4,500
721400 Professional & Specialized Services	82,500	82,500	82,500	82,500
721600 Rents & Leases - Equipment	600	600	600	600
721800 Small Tools & Instruments	3,500	3,500	3,500	3,500
721900 Special Departmental Expense	10,000	10,000	10,000	10,000
722000 Transportation & Travel	3,500	3,500	3,500	3,500
722100 Utilities	18,000	18,000	18,000	18,000
730302 Retire Capital Leases	33,587	33,587	530,297	530,297
731000 Depreciation	709,013	709,013	650,000	650,000
731400 Intrafund Transfer - Cost Plan	116,932	116,932	97,401	97,401
<b>TOTAL EXPENDITURES</b>	<b>2,411,807</b>	<b>2,411,807</b>	<b>2,901,902</b>	<b>2,901,902</b>
<b>REVENUE OVER/(UNDER) (REV - EXP)</b>	<b>302,310</b>	<b>302,310</b>	<b>0</b>	<b>0</b>
FIXED ASSETS				
740300 Equipment	685,445	685,445	678,000	678,000
<b>TOTAL FIXED ASSETS</b>	<b>685,445</b>	<b>685,445</b>	<b>678,000</b>	<b>678,000</b>

\*Represents the Estimated Projected Fund Balance on June 30, 2019; the balance is subject to change due to expenses or revenues that may be accrued to June 30, 2020, which have not yet been processed.

**CENTRAL GARAGE**

**COMMENTS**

The Central Garage operates as a preventative maintenance and automotive repair facility to establish better utilization of County vehicles. The Central Garage controls, maintains, and services all County vehicles, except the Road and Fire Department vehicles. The Administrative Office provides administrative and fiscal review for this operation.

**WORKLOAD**

	<b><u>Actual</u></b> <b><u>2018-19</u></b>	<b><u>Estimated</u></b> <b><u>2019-20</u></b>	<b><u>Projected</u></b> <b><u>2020-21</u></b>
Sedans	115	119	109
Sheriff Vehicles	68	68	81
Pickups, SUV's, Vans	120	121	131
Trucks	0	0	0
Total Vehicles	303	308	321

**INCOME**

**662740**      **Charges for Mileage** (\$2,524,085) is recommended increased \$48,968 representing the cost of the total miles traveled by the vehicles maintained by the Central Garage. It is recommended that the following Central Garage mileage rates be approved for 2020-21:

Sedan	57¢ per mile	Sheriff Vehicles	64¢/89¢*
Pickups, Vans, SUVs	64¢ per mile	Sheriff PPU 4x4	89¢/\$1.15*

Note: The IRS rate for use of employees' personal vehicles as of January 1, 2020, is 57.5¢ per mile, and will be readjusted by the IRS on January 1, 2021.

\*Sheriff's Unit mileage charges will vary from \$.64 to \$1.15 per mile based on actual costs of units and equipment with an SRS (Safety Replacement Supplement) added for early replacement due to safety issues.

**640101**      **Interest** (\$5,500) is recommended unchanged, representing the revenue from reserve funds held in the Central Garage account

**662741**      **Vehicle Maintenance Charges** (\$322,317) is increased representing maintenance charges to subvented Departments for the servicing and fuel use of their vehicles. This also reflects the anticipated lease payments from various County Departments for vehicles leased through Enterprise.

## CENTRAL GARAGE

### OTHER INCOME (continued)

- 673908**      **Other Income** (\$4,000) is recommend increased \$1,500 and is an anticipated amount of misc reimbursements from insurance claims and recoveries from damages done to County vehicles from outside sources
- 680103**      **Sale of Fixed Assets & Other Sales** (\$45,000) is recommended increased \$5,000 representing anticipated revenue from surplus equipment auctions
- 680401**      **Miscellaneous & Other Services** (\$1,000) is recommended unchanged and represents revenue not covered in other accounts

### EXPENSES

- 721930**      **Cost of Inventoried Materials & Supplies Used** (\$960,000) is recommended increased \$45,000 due to changing fuel costs, materials, and supplies used to operate and maintain the vehicles (parts, tires, fuel, lubricants, batteries, accident repair, etc).
- 710102**      **Permanent Salaries** (\$293,813) are recommended increased \$14,372 based on the recommended staffing level.
- 710103**      **Extra Help** (\$42,138) is recommended based on anticipated work load and succession needs.
- 710200**      **Retirement** (\$110,777) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$53,615) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$2,592) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.
- 720200**      **Clothing & Personal Supplies** (\$2,750) is recommended for protective clothing, masks, glasses, and uniform cost.
- 720300**      **Communications** (\$2,500) is recommended based on present cost experience.
- 720500**      **Household Expense** (\$2,500) is recommended for rags, towels, degreasers, soaps, etc.
- 720600**      **Insurance** (\$415) reflects the Department's contribution to the County's Self-Insured Liability Program.

## CENTRAL GARAGE

### OTHER OPERATING EXPENSES (continued)

- 720605**      **Employer Share of Retiree Insurance** (\$20,904) is recommended for the Department's share of retirees' health insurance premiums.
- 720800**      **Maintenance - Equipment** (\$4,500) is recommended increased \$500 for maintaining equipment in the shop.
- 720900**      **Maintenance - Structures & Grounds** (\$5,000) is recommended unchanged for the maintenance of the Central Garage building and grounds.
- 721000**      **Medical, Dental & Laboratory Supplies** (\$100) is recommended unchanged for first aid supplies.
- 721300**      **Office Expense** (\$4,500) is recommended increased \$500 estimated cost of forms, parts manuals, copy costs, and general office supplies.
- 721400**      **Professional & Specialized Services** (\$82,500) is recommended unchanged for automatic transmission work, major overhauls, radiator repair, and any work that cannot be performed by the Central Garage staff. This account also provides for a designated Fuel Storage Tank License Inspector to test and inspect the County Fuel tanks as well as accounting and billing services provided by the Auditor-Controller's Office that is in excess of what is collected through A-87.
- 721600**      **Rents & Leases - Equipment** (\$600) is recommended unchanged for rental of equipment the shop does not have in inventory.
- 721800**      **Small Tools & Instruments** (\$3,500) is recommended for hand tools and test equipment used by the staff.
- 721900**      **Special Departmental Expense** (\$10,000) is recommended unchanged to fund an Internet subscription for service manuals and to update equipment, scanners, computers, and to replace an unsafe vehicle lift.
- 722000**      **Transportation & Travel** (\$3,500) is recommended increased for incidental travel costs when the staff must go out-of-County to retrieve County vehicles and for increased employee training.
- 722100**      **Utilities** (\$18,000) is recommended based on present cost experience.
- 731000**      **Depreciation** (\$650,000) is recommended to provide funds for equipment and vehicle replacement.

**CENTRAL GARAGE**

**OTHER OPERATING EXPENSES (continued)**

**731400**      **Intrafund Transfer** (\$97,401) is recommended decreased \$19,531 to reimburse the General Fund for all Purchasing, Human Resources, Administrative, and Auditor-Controller costs associated with this department through the A-87 Plan.

**FIXED ASSET AQUISITIONS**

**740300**      **Equipment** (\$678,000) is recommended decreased \$15,445 for the following vehicles which have been requested to be replaced by the respective Departments:

<u>Department</u>	<u>Vehicles to be Replaced</u>	<u>Approx. Mileage at Trade-in</u>	<u>Additional Vehicle Request</u>	<u>Vehicle Replaced With</u>	<u>Estimated Cost</u>	<u>Remarks: Recommended/ Not Recommended</u>
Code Enforce	2007 ½ T P/U	151,500	-	4x4 ½ T P/U	\$28,000	Recommended
Corrections	2016 ¾ Ton Van	151,000	-	2500 12 Pass Van	\$33,500	Recommended
District Attorney	2006 Sedan	130,000	-	AWD SUV	\$25,500	Recommended
Districts	2007 ¾ T Utility P/U	150,500	-	4x4 ¾T Utility P/U	\$40,500	Recommended
Districts	2004 ¾ T Utility P/U	150,000	-	4x4 ¾T Utility P/U	\$40,500	Recommended
Districts	2009 ¾ T Utility P/U	160,000	-	4x4 ¾T Utility P/U	\$40,500	Recommended
Probation	2003 4x4 SUV	157,000	-	AWD SUV	\$25,500	Recommended
Sheriff	2013 ¾T 4x4 Pickup	163,000	-	4x4 ¾T ExCab P/U	\$44,500	Recommended
Sheriff	2012 4x4 Pickup	138,000	-	4x4 ¾T L/Bed P/U	\$44,500	Recommended
Sheriff	2016 Ford PPU	146,400	-	Marked Pursuit PPU	\$35,500 <sup>1</sup>	Recommended
Sheriff	2016 Ford PPU	129,800	-	Marked Pursuit PPU	\$35,500 <sup>1</sup>	Recommended
Sheriff	2016 Ford PPU	145,600	-	Marked Pursuit PPU	\$35,500 <sup>1</sup>	Recommended
Sheriff	2016 Ford PPU	158,800	-	Marked Pursuit PPU	\$35,500 <sup>1</sup>	Recommended
Sheriff	2016 Ford PPU	140,400	-	Marked Pursuit PPU	\$35,500 <sup>1</sup>	Recommended
Sheriff	2012 CrewCab 4x4	141,600	-	Marked Pursuit PPU	\$35,500 <sup>1</sup>	Recommended
Sheriff	2016 Ford PPU	126,500	-	Marked Pursuit PPU	\$35,500 <sup>1</sup>	Recommended
Sheriff	2006 Crewcab 4x4	156,000	-	Marked Pursuit PPU	\$35,500 <sup>1</sup>	Recommended
Sheriff	2014 Ford PPU	151,000	-	Marked Pursuit PPU	\$35,500 <sup>1</sup>	Recommended
Sheriff	2015 Ford PPU	141,000	-	Marked Pursuit PPU	\$35,500 <sup>1</sup>	Recommended

**Total Vehicles Recommended for Purchase:**

**9**

**Total CG Funds Recommended: \$678,000**



**CENTRAL GARAGE**

**VEHICLE LEASE PROGRAM**

**730302**      **Retire Capital Leases** (\$530,297) captures the annual cost of replacing vehicles through the vehicle lease program. The leases are paid by the Central Garage to Municipal Fleet Lease/Purchasing Companies and the entire cost of the lease is passed-through to the user Departments under the Rents and Leases – Equipment Account.

<u>Department</u>	<u>Vehicles to be Replaced</u>	<u>Approx. Mileage at Trade-in</u>	<u>Additional Vehicle Request</u>	<u>Vehicle Replaced With</u>	<u>Estimated Annual Cost</u>	<u>Remarks: Recommended/ Not Recommended</u>
Sheriff	2016 Ford PPU	146,400	-	SUV Lease	\$11,440 <sup>2</sup>	Recommended
Sheriff	2016 Ford PPU	129,800	-	SUV Lease	\$11,440 <sup>2</sup>	Recommended
Sheriff	2016 Ford PPU	145,600	-	SUV Lease	\$11,440 <sup>2</sup>	Recommended
Sheriff	2016 Ford PPU	158,800	-	SUV Lease	\$11,440 <sup>2</sup>	Recommended
Sheriff	2016 Ford PPU	140,400	-	SUV Lease	\$11,440 <sup>2</sup>	Recommended
Sheriff	2012 CrewCab 4x4	141,600	-	SUV Lease	\$11,440 <sup>2</sup>	Recommended
Sheriff	2016 Ford PPU	126,500	-	SUV Lease	\$11,440 <sup>2</sup>	Recommended
Sheriff	2006 Crewcab 4x4	156,000	-	SUV Lease	\$11,440 <sup>2</sup>	Recommended
Sheriff	2014 Ford PPU	151,000	-	SUV Lease	\$11,440 <sup>2</sup>	Recommended
Sheriff	2015 Ford PPU	141,000	-	SUV Lease	\$11,440 <sup>2</sup>	Recommended

<sup>1</sup> Fully equipped turnkey Police units as per Sheriff's Office specifications and requirements (equipment only, varies per vehicle).

<sup>2</sup> Represents the estimated annual lease cost of the vehicle; cost will be passed through to the Department on a monthly basis

**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **CENTRAL GARAGE  
 (10800)**  
 Function: **General**  
 Activity: **Other General**  
 Fund: **Central Garage**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3700	Automotive Shop Supervisor	1.0	-	1.0	-	-	-	
3701	Automotive Technician	2.0	-	2.0	-	-	-	
3812	Parts Assistant I or			-	-	-	-	
3810	Parts Assistant II	1.0	-	1.0	-	-	-	
3702	Senior Automotive Technician	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<u>5.0</u>	<u>-</u>	<u>5.0</u>	<u>-</u>	<u>-</u>	<u>-</u>	

**NOTES:**

COUNTY OF MADERA  
 BUDGET UNIT DETAIL  
 BUDGET FOR THE FISCAL YEAR 2020-21

Department: MICROWAVE RADIO SERVI  
 (11300)  
 Function: General  
 Activity: Other General  
 Fund: Microwave Radio Fund

	<b>BOARD APPROVED <u>2019-20</u></b>	<b>CAO BASELINE <u>2019-20</u></b>	<b>DEPARTMENT REQUEST <u>2020-21</u></b>	<b>CAO RECOMMENDED <u>2020-21</u></b>
BEGINNING FUND BALANCE	-	-		
<b><u>ESTIMATED REVENUES:</u></b>				
640101 Interest on Cash	2,745	5,000	5,000	5,000
662742 Microwave Radio Service Charges	563,113	518,375	518,375	518,375
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>565,858</u></b>	<b><u>523,375</u></b>	<b><u>523,375</u></b>	<b><u>523,375</u></b>
<b><u>EXPENDITURES:</u></b>				
OPERATING EXPENSES				
720800 Maintenance - Equipment	128,458	129,827	129,827	129,827
721200 Misc Expense - Sales Tax	6,287	3,618	3,618	3,618
721400 Professional Specialized	2,000	2,300	2,300	2,300
721700 Rents & Leases - Building/Land	224,822	224,822	224,822	224,822
721909 Misc Expense - Property Tax	2,105	2,105	2,105	2,105
730302 Retire Capital Lease (Equipment)	79,441	43,860	43,860	43,860
731400 Interfund Expenses	20,000	20,000	20,000	20,000
<b><u>TOTAL OPERATING EXPENSES</u></b>	<b><u>463,113</u></b>	<b><u>426,532</u></b>	<b><u>426,533</u></b>	<b><u>426,533</u></b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>463,113</u></b>	<b><u>426,532</u></b>	<b><u>426,533</u></b>	<b><u>426,533</u></b>
<b>Income Over / (Under) Expenses</b>	<b><u>102,745</u></b>	<b><u>96,843</u></b>	<b><u>96,842</u></b>	<b><u>96,842</u></b>
Carryover Restricted for Capital Replacement	102,745	96,843	96,842	96,842

## MICROWAVE RADIO SERVICES

### COMMENTS

In early Fiscal Year 2009-10, the County assumed full responsibility for operating and maintaining the Microwave Radio System. Approximately \$1 Million in new microwave radio equipment was acquired through a lease/purchase program and installed on existing tower locations that are leased from private owners. Madera County has contracted with Fresno County to maintain the radio system equipment since Fresno County owns and operates a large Microwave Radio System that utilizes some of the towers and equipment in Madera County. Madera County's Information Technology Department provides management of this function and budget.

The microwave Land Mobile Radio System (LMRS) service is used by several County Departments as a primary method of mobile communications throughout the County. The Departments currently using hand-held and/or vehicle-mounted radios include Sheriff, Fire, Probation, Corrections, Roads, and Animal Services. In addition, the microwave Multi-protocol Label Switching (MPLS) system is being leveraged to provide network data services to the communities of Chowchilla and Oakhurst (extended to Bass Lake using conventional telco circuits).

In Fiscal Year 2017-18, a Microwave Network Transformation Project was started, and the project was completed in FY 2018-19.

The next capital equipment replacement is scheduled for Fiscal Year 2023-24. This is for equipment that was not included in the Microwave Network Transformation Project in order to maximize the assets usable lifespan. Come Fiscal Year 2023-24 this equipment, specifically the packet radios, antennas, feedhorns, transmission lines and associated equipment and services at the various sites will require replacing. Estimated cost of replacement based on budgetary quotes is \$590,168.63 and will be funded through the Carryover Restricted for Capital Replacement.

NOTE: This is not a General Fund Budget.

### ESTIMATED REVENUES

**640101**      **Interest on Cash** (\$5,000) is recommended increased \$2,255 based on projected returns on the cash balance of the Microwave Radio Fund.

**662742**      **Microwave Radio Service Charges** (\$518,375) is recommended decreased \$42,483. This income will be used to pay for the actual cost of operating, maintaining the microwave radio system, and the Carryover Restricted for Capital Replacement to fund the capital equipment replacement scheduled for Fiscal Year 2023-24.

## MICROWAVE RADIO SERVICES

### OPERATING EXPENSES

- 720800**      **Maintenance - Equipment** (\$129,827) is recommended increased \$1,369 for contracted maintenance services from Fresno County and maintenance agreements on equipment.
- \$80,000** Fresno County- Support Contract  
              **\$22,638** Contract # MCC No.10974-C-2017 Microwave Transformation  
              **\$2,737** Contract # MCC No. 11130-18 Government Center connection to MPLS Network  
              **\$9,238** Contract # MCC No. 11544-19 Maintenance Agreement 9500 MPR/TSM 8000  
              **\$10,398** Contract # MCC No. 11222-18 - Microwave Switches  
              **\$4,816** Contract # MCC No. 1501863-MDR 8000 TS Gold/HS MDR 8000 STD Repair 45 Days
- 721200**      **Miscellaneous Expenses – Sales Tax** (\$3,618) is recommended decreased \$ 2,669 to pay for sales tax associated with the capital lease.
- \$2,831** Lease Capital Equipment - Microwave Transformation Project - MCC No. 10974-C-2017  
              **\$787** Lease Capital Equipment - Switches - MCC No. - 11222-18
- 721400**      **Professional & Specialized** (\$2,300) is recommended increased \$300 to pay for consultant services and the FCC License.
- \$2,000** Infotech  
              **\$300** FCC License
- 721700**      **Rents & Leases - Building/Land** (\$224,822) is recommended unchanged and includes the costs for leasing existing tower space from private land owners.
- \$2,880** Mobile Communication, Inc. – Mt Buillon  
              **\$221,942** Massetti/Crown Castle/ City of Madera
- 721909**      **Miscellaneous Expenses – Property Tax** (\$2,105) is recommended unchanged to pay for property tax associated with the capital lease.
- \$2,105** Property Taxes- Capital Lease

## MICROWAVE RADIO SERVICES

### OPERATING EXPENSES (continued)

**730302**      **Retire Capital Lease** (\$43,860) is recommended decreased \$ 35,581 for the annual principal and interest payment for the new microwave radio equipment that is being acquired through a five-year lease/purchase agreement.

**\$34,320** Lease Capital Equipment - Microwave Transformation Project - MCC No. 10974-C-2017

**\$9,540** Lease Capital Equipment- Switches – MCC No. 11222-18

**731400**      **Interfund Expenses** (\$20,000) is recommended unchanged to appropriately assign labor expended from the Office of Information Technology to coordinate all microwave activities and upgrades.

**Carryover Restricted for Capital Replacement** of \$96,842 is recommended to be funded through unexpended/reserve funds from Fiscal Year 2020-21 and will be used toward equipment replacement in Fiscal Year 2023-24.