

RECOMMENDED PROPOSED BUDGET
for the
FISCAL YEAR ENDING JUNE 30, 2023



Recommended by County Administrative Office

TABLE OF CONTENTS
2022-23 RECOMMENDED PROPOSED BUDGET
(by page number)

| Page No. | |
|---------------------|--|
| <i>i</i> | <i>Letter to Board of Supervisors</i> |
| <i>xi</i> | <i>Summary of County Budget Requirements</i> |
| <i>xviii</i> | <i>Analysis of Revenues</i> |
| <i>xxviii</i> | <i>County Organizational Chart</i> |

COUNTY BUDGETS:

Public Protection:

| | |
|-----|---|
| 1 | Child Support Services |
| 9 | District Attorney (D.A.) |
| 19 | D.A. - Citizens Option for Public Safety |
| 23 | D.A. - DUI Program |
| 27 | D.A. - Crime Prosecution Unit |
| 31 | D.A. - Welfare Fraud |
| 37 | D.A. - Victim Services |
| 41 | Sheriff – Coroner |
| 51 | Sheriff - Mono Wind |
| 53 | Sheriff - Tesoro Viejo |
| 57 | Sheriff - EMPG Emergency Planning |
| 63 | Sheriff - Bass Lake Operations |
| 69 | Sheriff - Canine Program |
| 71 | Sheriff - Morgue Operations |
| 77 | Sheriff - Explorer Program |
| 79 | Sheriff - Search and Rescue |
| 81 | Sheriff - Emergency Operations |
| 83 | Sheriff - CalOES #2018-0054 |
| 85 | Sheriff - Federal Domestic Cannabis Eradication |
| 87 | Sheriff - Tobacco Fund Grant - CUSD |
| 91 | Sheriff - Tobacco Fund Grant - YUSD |
| 95 | Sheriff - Tobacco Fund Grant - GVUSD |
| 99 | Sheriff - COPS-SLESF |
| 103 | Sheriff - Riverstone Development |

TABLE OF CONTENTS
2022-23 RECOMMENDED PROPOSED BUDGET
(by page number)

**Page
No.**

Public Protection (continued):

| | |
|-----|--|
| 107 | Sheriff - Tree Mortality |
| 109 | Sheriff - Chukchansi Casino |
| 113 | Sheriff - Valley Children's Hospital LE Services |
| 119 | Sheriff - Rural Crime Prevention Task Force |
| 123 | Sheriff - Civil Division |
| 129 | Sheriff - Off Highway Vehicle Enforcement |
| 131 | Sheriff - Anti-Drug Program |
| 135 | Sheriff - Cal-MMET Grant |
| 139 | Sheriff - Justice Assistance Program |
| 141 | Sheriff - Court Security |
| 145 | Sheriff - JAG BSCC 601-19 |
| 151 | Sheriff - CalOES #2019-0035 |
| 153 | Sheriff - CalOES #2020-0095 |
| 155 | Sheriff - CalOES #2021 |
| 157 | Sheriff - OCJP - Net Project |
| 161 | Sheriff - US DOJ COPS – LEMHWA |
| 163 | Sheriff - US DOJ COPS - CPD |
| 165 | Sheriff - SAMHSA MHAT |
| 169 | Sheriff - Peace Officer Memorial Fund |
| 171 | Sheriff - Jail Division |
| 183 | Sheriff - DOC COPS |
| 185 | Juvenile Hall |
| 193 | Probation |
| 207 | Probation - CCP- Planning |
| 209 | Probation - Crime Prevention Act of 2000 |
| 215 | Probation - Youthful Offender Block Grant |
| 221 | Probation - CAL OES PU Grant |
| 223 | Probation - SB 823 YPFG COVID |
| 225 | Probation - BJA Adult Drug Court |
| 227 | Probation - Community Corrections (SB 678) |

TABLE OF CONTENTS
2022-23 RECOMMENDED PROPOSED BUDGET
(by page number)

Page
No.

Public Protection (continued):

| | |
|-----|--|
| 233 | Probation - CESF |
| 235 | Probation - Public Safety Realignment (AB 109) |
| 241 | Fire Department |
| 257 | Fire - Chukchansi Indian Casino |
| 263 | Fire - Riverstone CSA 22 Zone D |
| 265 | Fire - Tesoro Viejo CSA 22 Zone E |
| 267 | Agricultural Commissioner/Weights & Measures |
| 277 | Predatory Animal Control |
| 279 | Planning Division |
| 289 | Building and Fire Safety |
| 299 | County GSA's |
| 305 | County GSA's (Drought) |
| 307 | Flood Control Fund |
| 313 | Local Agency Formation Commission |
| 315 | Animal Services |
| 323 | Fish and Game Fines |
| 325 | Trial Court Operations |
| 329 | Grand Jury |
| 333 | Public Defender |

General Government:

| | |
|-----|--------------------------------------|
| 337 | Board of Supervisors |
| 345 | Administrative Management/Purchasing |
| 351 | Public Works Projects Revolving Fund |
| 353 | 311 – Customer Service Center |
| 357 | Special Payments |
| 363 | Health & Social Services |
| 365 | COVID-19 Response |
| 369 | Legal/Insurance |
| 377 | County Counsel |

TABLE OF CONTENTS
2022-23 RECOMMENDED PROPOSED BUDGET
(by page number)

**Page
No.**

General Government (continued):

| | |
|-----|--|
| 381 | Human Resources |
| 389 | Public Information Team |
| 393 | General Services |
| 399 | Building Operations |
| 401 | Building Maintenance |
| 407 | Grounds Maintenance |
| 413 | Utilities |
| 415 | Auditor-Controller |
| 421 | Assessor |
| 431 | Assessor GIS Layer Redraw |
| 435 | Tax Collector |
| 447 | Treasurer |
| 455 | County Clerk-Recorder |
| 463 | Elections |
| 471 | Mail Room |
| 477 | Information Technology |
| 493 | Information Technology – ERP |
| 497 | Information Technology – Security |
| 507 | Information Technology – Communications VoIP |
| 511 | Public Works |
| 521 | PW - Special Districts Services |

Public Ways and Facilities:

| | |
|-----|-----------------------|
| 529 | Roads and Bridges |
| 539 | Roads and Bridges SB1 |
| 541 | Road Transit |

Health and Sanitation:

| | |
|-----|----------------------------|
| 547 | Behavioral Health Services |
| 565 | Public Health |

TABLE OF CONTENTS
2022-23 RECOMMENDED PROPOSED BUDGET
(by page number)

**Page
No.**

Health and Sanitation (continued):

- 581 Environmental Health
- 591 Refuse Disposal Liner Fund

Public Assistance:

- 599 Social Services – Administration
- 619 Social Services – Medi-Cal Navigator Project
- 621 Social Services - General Relief
- 623 Social Services - Public Assistance Programs
- 631 IHSS Public Authority
- 637 Public Guardian/Public Administrator
- 643 Veterans Service Officer
- 647 Community Action Partnership
- 651 Homelessness

Library Services

- 657 Library

Other:

- 663 Appropriations for Contingencies
- 665 Cooperative Extension
- 671 Fleet Services
- 679 Microwave Radio Services

TABLE OF CONTENTS
2022-23 RECOMMENDED PROPOSED BUDGET
(in alphabetical order)

| Page No. | |
|-----------------------------------|--|
| <i>i</i> | <i>Letter to Board of Supervisors</i> |
| <i>xi</i> | <i>Summary of Proposed Budget Appropriations</i> |
| <i>xviii</i> | <i>Analysis of Revenues</i> |
| <i>xxviii</i> | <i>County Organizational Chart</i> |
| <u>COUNTY BUDGETS:</u> | |
| 353 | 311 – Customer Service Center |
| 345 | Administrative Management/Purchasing |
| 267 | Agricultural Commissioner/Weights & Measures |
| 315 | Animal Services |
| 663 | Appropriations for Contingencies |
| 421 | Assessor |
| 431 | Assessor GIS Layer Redraw |
| 415 | Auditor-Controller |
| 547 | Behavioral Health Services |
| 337 | Board of Supervisors |
| 289 | Building and Fire Safety |
| 401 | Building Maintenance |
| 399 | Building Operations |
| 1 | Child Support Services |
| 647 | Community Action Partnership |
| 665 | Cooperative Extension |
| 455 | County Clerk-Recorder |
| 377 | County Counsel |
| 299 | County GSA's |
| 305 | County GSA's (Drought) |
| 365 | COVID-19 Response |
| 9 | <u>District Attorney:</u> |
| 19 | D.A.-Citizens Option for Public Safety |

TABLE OF CONTENTS
2022-23 RECOMMENDED PROPOSED BUDGET
(in alphabetical order)

**Page
No.**

| | |
|-----|--|
| | <u>District Attorney</u> (continued): |
| 27 | D.A.-Crime Prosecution Unit |
| 23 | D.A.-DUI Program |
| 37 | D.A.-Victim Services |
| 31 | D.A.-Welfare Fraud |
| 463 | Elections |
| 581 | Environmental Health |
| 241 | Fire Department |
| 257 | Fire - Chukchansi Indian Casino |
| 263 | Fire - Riverstone CSA 22 Zone C |
| 265 | Fire - Tesoro Viejo CSA 22 Zone E |
| 323 | Fish and Game Fines |
| 671 | Fleet Services |
| 307 | Flood Control Fund |
| 393 | General Services |
| 329 | Grand Jury |
| 407 | Grounds Maintenance |
| 363 | Health & Social Services |
| 651 | Homelessness |
| 381 | Human Resources |
| 631 | IHSS Public Authority |
| 477 | Information Technology |
| 507 | Information Technology – Communications VoIP |
| 493 | Information Technology – ERP |
| 497 | Information Technology – Security |
| 185 | Juvenile Hall |
| 369 | Legal/Insurance |
| 657 | Library |
| 313 | Local Agency Formation Commission |
| 471 | Mail Room |

TABLE OF CONTENTS
2022-23 RECOMMENDED PROPOSED BUDGET
(in alphabetical order)

Page

No.

| | |
|-----|--|
| 679 | Microwave Radio Services |
| 279 | Planning Division |
| 277 | Predatory Animal Control |
| 193 | <u>Probation:</u> |
| 225 | BJA Adult Drug Court |
| 221 | CAL OES PU Grant |
| 233 | CESF |
| 227 | Community Corrections (SB 678) |
| 207 | Community Corrections Partnership-Planning |
| 209 | Crime Prevention Act of 2000 |
| 235 | Public Safety Realignment (AB 109) |
| 223 | SB 823 YPFG COVID |
| 215 | Youthful Offender Block Grant |
| 333 | Public Defender |
| 565 | Public Health |
| 389 | Public Information Team |
| 511 | Public Works |
| 591 | Refuse Disposal Liner Fund |
| 529 | Roads and Bridges |
| 539 | Roads and Bridges SB1 |
| 541 | Road Transit |
| 41 | <u>Sheriff-Coroner:</u> |
| 131 | Anti-Drug Program |
| 63 | Bass Lake Operations |
| 135 | Cal-MMET Grant |
| 83 | CalOES #2018-0054 |
| 151 | CalOES #2019-0035 |
| 153 | CalOES #2020-0095 |
| 155 | CalOES #2021 |
| 69 | Canine Program |
| 109 | Chukchansi Casino |
| 123 | Civil Division |

TABLE OF CONTENTS
2022-23 RECOMMENDED PROPOSED BUDGET
(in alphabetical order)

**Page
No.**

Sheriff (continued):

| | |
|-----|--|
| 99 | COPS-SLESF |
| 141 | Court Security |
| 183 | DOC COPS |
| 81 | Emergency Operations |
| 57 | EMPG Emergency Planning |
| 77 | Explorer Program |
| 85 | Federal Domestic Cannabis Eradication |
| 145 | JAG BSCC 601-19 |
| 171 | Jail Division |
| 139 | Justice Assistance Program |
| 51 | Mono Wind |
| 71 | Morgue Operations |
| 157 | OCJP - Net Project |
| 129 | Off Highway Vehicle Enforcement |
| 169 | Peace Officer Memorial Fund |
| 103 | Riverstone Development |
| 119 | Rural Crime Prevention Task Force |
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| 87 | Tobacco Fund Grant- CUSD |
| 95 | Tobacco Fund Grant- GVSD |
| 91 | Tobacco Fund Grant- YUSD |
| 107 | Tree Mortality |
| 161 | US DOJ COPS – LEMHWA |
| 163 | US DOJ COPS – CPD |
| 113 | Valley Children’s Hospital LE Services |
| | <u>Social Services:</u> |
| 599 | Administration |
| 619 | Medi-Cal Navigator Project |
| 621 | General Relief |

TABLE OF CONTENTS
2022-23 RECOMMENDED PROPOSED BUDGET
(in alphabetical order)

Social Services Continued:

| | |
|-----|--------------------------------------|
| 623 | Public Assistance Programs |
| 637 | Public Guardian/Public Administrator |
| 521 | Special Districts Services |
| 357 | Special Payments |
| 435 | Tax Collector |
| 447 | Treasurer |
| 325 | Trial Court Operations |
| 413 | Utilities |
| 643 | Veterans Service Officer |



COUNTY OF MADERA

ADMINISTRATIVE MANAGEMENT

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

June 13, 2022

HONORABLE BOARD OF SUPERVISORS COUNTY OF MADERA

In accordance with the requirements of State Law and Madera County Code Section 2.24.030C, I hereby submit my recommendations for the Fiscal Year 2022-23 Proposed Budget. The proposed county operating budget of \$466,744,916 reflects a net increase of \$51,299,646 over the current fiscal year across all operating funds. These are summarized below.

COUNTY BUDGET APPROPRIATIONS SUMMARY (EXCLUDES SPECIAL DISTRICTS)

| <u>Fund Name</u> | <u>Actual Expenditures 2020-21</u> | <u>Board Adopted 2021-22</u> | <u>Department Request 2022-23</u> | <u>CAO Proposed Budget 2022-23</u> | <u>Change from 2021-22 to 2022-23</u> |
|--|--|----------------------------------|---------------------------------------|--|---|
| General Fund | \$275,721,045 | \$333,409,737 | \$378,220,349 | \$374,715,438 | \$41,305,701 |
| Fish and Game Fines | 3,193 | 5,000 | 5,000 | 5,000 | 0 |
| Refuse Disposal | 7,627,271 | 13,203,755 | 12,346,008 | 12,346,008 | (857,747) |
| Flood Control | 1,710,929 | 1,398,246 | 578,881 | 578,881 | (819,365) |
| AB 109, Probation CCPIA, CESF | 10,318,957 | 8,354,668 | 8,103,727 | 8,103,727 | (250,941) |
| Road Fund and Transit | 26,838,265 | 55,116,029 | 61,276,414 | 61,276,414 | 6,160,385 |
| Other | 3,036,385 | 3,957,835 | 9,719,448 | 9,719,448 | 5,761,613 |
| GRAND TOTAL BUDGET REQUIREMENTS | <u>\$325,256,045</u> | <u>\$415,445,270</u> | <u>\$470,249,827</u> | <u>\$466,744,916</u> | <u>\$51,299,646</u> |

GENERAL FUND FINANCIAL OUTLOOK

The County General Fund continues to face significant financial challenges even as revenue sources recover from the pandemic. Labor costs continue to increase due to benefit and retirement rates and salary adjustments necessary to maintain competitiveness in the job market. Inflationary factors have also impacted the cost of goods and services needed to operate various county programs. As a result, the County General Fund is projected to continue to face budgetary deficits through the end of Fiscal Year 2024-25. Despite this, it is important to note that utilization of one-time fiscal recovery funds as “revenue replacement” in the proposed budget has been eliminated. One time] American Rescue Plan Act (ARPA) funds that are included in the proposed Fiscal Year 2022-23 Budget are funding specific pandemic response projects that were approved in Fiscal Year 2021-22 and the cost associated with program administration and reporting.

The FY 2022-23 Budget is proposed to be balanced through utilization of general fund balance, as show on Table 1. Based on the estimated net County cost requirement of \$92,825,748, which is net of salary savings, and projected discretionary revenues of \$88,077,359, approximately \$4,748,389 in fund balance will be needed to balance the proposed FY 2022-23 budget. This amount is less than what was utilized in the FY 2021-22 Budget and assumes a more moderate salary savings target of 5% versus the 9% target that was set for the current fiscal year. In addition, while the financial outlook through FY 2024-25 still reflects an operating deficit of \$3.5 Million, this is significantly lower than what was projected a year ago, which was \$5.5 Million.

Discretionary revenues estimated for Fiscal Years 2023-24 and 2024-25, as shown on Table 1, projects a very conservative annual growth rate of 1.6%, compared to the 2.5% growth rate projected a year ago. This is largely due to discretionary revenues having reached pre-pandemic levels, which then resets growth rate assumptions to more modest year on year estimates. Growth projections were also reduced given the economic uncertainty brought about by high inflation, soaring mortgage rates and a general sense that house price growth has reached its peak and will likely experience a correction or stagnation. And, as mentioned above, revenue growth has largely been offset with increases in operating costs across the board.

Table 1: County General Fund 5-Year Financial Outlook

| ROW | | Final FY 2020-21 | Year End Projection FY 2021-22 | Projected Budget FY 2022-23 | Estimated FY 2023-24 | Estimated FY 2024-25 |
|-----|--|---------------------|--------------------------------------|-----------------------------------|-------------------------|-------------------------|
| | <u>GENERAL FUND NET COUNTY COST:</u> | | | | | |
| 1 | Appropriations (Actual for FY 2020-21) | 276,185,427 | 277,340,632 | 374,715,437 | 389,704,054 | 405,292,216 |
| 2 | Revenues (Actual for FY 2020-21) | 203,972,071 | 187,499,931 | 277,773,916 | 291,397,742 | 306,414,904 |
| 3 | Budgeted Net County Cost (NCC) | 72,213,356 | 89,840,701 | 96,941,521 | 98,306,312 | 98,877,312 |
| | <u>STRUCTURAL DEFICIT:</u> | | | | | |
| 4 | Budgeted NCC | 86,561,788 | 89,840,701 | 96,941,521 | 98,306,312 | 98,877,312 |
| 5 | Add Estimated Labor Impacts | 0 | 3,710,146 | 0 | 0 | 0 |
| 6 | One-time Development-Related Revenue | (3,346,587) | 0 | 0 | 0 | 0 |
| 7 | CARES & ARPA Revenue Offsetting GF | (6,968,063) | (3,710,146) | 0 | 0 | 0 |
| 8 | Less Salary Savings | (4,033,783) | (3,980,405) | (4,115,773) | (4,239,246) | (4,366,423) |
| 9 | Projected Year End NCC (Actual for FY 2020-21) | 72,213,356 | 85,860,296 | 92,825,748 | 94,067,066 | 94,510,889 |
| 10 | Remove One-time Devt. Related Revenue | 3,346,587 | 0 | 0 | 0 | 0 |
| 11 | Impact of Eliminating CARES/ARPA Revenue | 6,968,063 | 3,710,146 | 0 | 0 | 0 |
| 12 | Operating NCC Requirement (Sum of Row 9 to 11) | 82,528,006 | 89,570,442 | 92,825,748 | 94,067,066 | 94,510,889 |
| 13 | Discretionary Revenue (Funds NCC) | 80,639,147 | 87,594,358 | 88,077,359 | 89,486,596 | 90,976,790 |
| 14 | Structural Operating Deficit (Row 13 minus 12) | (1,888,859) | (1,976,084) | (4,748,389) | (4,580,470) | (3,534,099) |
| | <u>FUND BALANCE/GENERAL FUND SOLVENCY:</u> | | | | | |
| 15 | Year End General Fund (Deficit) or Surplus (Row 13 minus 9) | 8,425,792 | 1,734,062 | (4,748,389) | (4,580,470) | (3,534,099) |
| 16 | Beginning Fund Balance | 7,422,824 | 15,848,616 | 17,582,678 | 12,834,289 | 8,253,819 |
| 17 | Projected (Deficit) or Surplus | 8,425,792 | 1,734,062 | (4,748,389) | (4,580,470) | (3,534,099) |
| 18 | Projected Ending Fund Balance | 15,848,616 | 17,582,678 | 12,834,289 | 8,253,819 | 4,719,720 |

FUNDED POSITIONS

New Positions Proposed for FY 2022-23

The proposed budget recommends an increase of 98 funded positions over the current fiscal year. The proposed positions are the following:

- 42 positions from the Departments of Behavioral Health, Public Health, Social Services and Child Support Services. These positions are 100% funded through State and Federal funding sources with no net County cost.
- 5 net positions from various general fund departments that are 100% funded with new grant or fee revenues or direct funding from subvented departments, developer agreements or enterprise funding sources. These include deputy positions for the Sheriff's Office that are assigned to Riverstone and Tesoro Viejo and positions from the Community & Economic Development Department to address workload related to economic growth.
- 8 positions from central service general fund departments or departments that are partially funded with discretionary revenue sources but have available offsetting revenues. These proposed increases include two positions to support grounds maintenance functions, which has not been increased since the great recession, one position to support mailroom functions, one position to support the Administrative Office, two positions to support the Treasurer-Tax Collector, and one position to support the Clerk-Recorder.
- 47 positions from various general fund departments that are funded with discretionary revenue sources. Fifteen (15) of these positions are related to the elimination of long-term extra help use by several departments. The remaining 31 positions include the following: 5 positions in the Sheriff's Office to address training needs, emergency response, and morgue workload; 2 positions at the District Attorney's Office to address new Superior Court workload; 4 positions for Juvenile Hall to address DJJ Realignment; 10 positions in Probation to address Pretrial and Adult Drug Court workload and a shift of positions that were temporarily funded with grant funding but were meant to shift back to the general fund; 3 positions in Animal Services in order to properly address current workload;

HONORABLE BOARD OF SUPERVISORS

June 13, 2022

TABLE 2: COUNTY FUNDED POSITIONS 5-YEAR ACTUALS

| Org | Org Description | Positions Funded FY 2018-19 | Positions Funded FY 2019-20 | Positions Funded FY 2020-21 | Positions Adopted FY 2021-22 | Mid-Year Approved Positions FY 2021-22 | New Positions Proposed FY 2022-23 | Total Proposed Positions FY 2022-23 |
|------|--------------------------------------|-----------------------------|-----------------------------|-----------------------------|------------------------------|--|-----------------------------------|-------------------------------------|
| 100 | BOARD OF SUPERVISORS | 14.00 | 14.00 | 14.00 | 14.00 | 0.00 | 0.00 | 14.00 |
| 210 | COUNTY ADMIN OFFICE | 6.00 | 7.00 | 6.00 | 6.00 | 1.00 | 1.00 | 8.00 |
| 230 | CAO INSURANCE | 1.00 | 2.00 | 2.00 | 2.00 | 0.00 | 0.00 | 2.00 |
| 240 | INFORMATION TECH SYSTEMS | 26.00 | 26.00 | 24.00 | 24.00 | 0.00 | 0.00 | 24.00 |
| 243 | IT-INFORMATION SECURITY | 3.00 | 3.00 | 4.00 | 4.00 | 0.00 | 0.00 | 4.00 |
| 310 | AUDITOR-CONTROLLER | 19.75 | 20.00 | 20.00 | 20.00 | 1.00 | 0.00 | 21.00 |
| 400 | ASSESSOR | 27.00 | 26.00 | 26.00 | 24.00 | 0.00 | 0.00 | 24.00 |
| 510 | TAX COLLECTOR | 15.00 | 9.00 | 8.80 | 8.40 | 0.00 | 1.25 | 9.65 |
| 520 | TREASURER | 0.00 | 7.00 | 7.30 | 7.60 | 0.00 | 0.75 | 8.35 |
| 700 | COUNTY COUNSEL | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 | 1.00 |
| 800 | HUMAN RESOURCES | 11.00 | 12.00 | 12.00 | 18.00 | 0.00 | 0.00 | 18.00 |
| 1300 | P.W. ADMIN | 34.00 | 36.00 | 37.00 | 34.00 | 0.00 | 6.00 | 40.00 |
| 1311 | FACILITY MANAGEMENT/GENERAL SERVICES | 2.00 | 2.00 | 3.00 | 4.00 | 0.00 | 0.00 | 4.00 |
| 1330 | BLDG MAINTENANCE | 10.00 | 10.00 | 10.00 | 11.00 | 1.00 | 0.00 | 12.00 |
| 1340 | P.W. SPECIAL DISTRICT SVCS | 21.00 | 23.00 | 23.00 | 25.00 | 0.00 | 0.00 | 25.00 |
| 1360 | GROUNDS MAINTENANCE | 6.00 | 6.00 | 6.00 | 6.00 | 0.00 | 2.00 | 8.00 |
| 1370 | BUILDING & FIRE SAFETY | 17.00 | 17.00 | 21.00 | 26.00 | 1.00 | 1.00 | 28.00 |
| 2100 | CENTRAL SERVICES | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 1.00 | 2.00 |
| 2150 | 311 INFORMATION CENTER | 3.00 | 4.00 | 4.00 | 4.00 | 0.00 | 0.00 | 4.00 |
| 3300 | COUNTY CLERK | 9.50 | 9.50 | 10.50 | 10.50 | 0.00 | 0.50 | 11.00 |
| 3330 | ELECTIONS | 5.50 | 6.50 | 6.50 | 6.50 | 0.00 | 0.50 | 7.00 |
| 3500 | DA (All Orgs) | 39.00 | 41.00 | 47.00 | 47.00 | 2.00 | 2.00 | 51.00 |
| 3700 | CHILD SUPPORT | 35.00 | 35.00 | 35.00 | 36.00 | 0.00 | 3.00 | 39.00 |
| 4000 | SHERIFF (All Orgs) | 119.00 | 135.00 | 145.00 | 148.00 | 1.00 | 9.00 | 158.00 |
| 4610 | SHERIFF - JAIL DIVISION | 114.00 | 114.00 | 114.00 | 115.00 | 5.00 | 1.00 | 121.00 |
| 4710 | PROBATION ADMIN | 41.00 | 41.00 | 39.50 | 34.00 | 0.00 | 10.00 | 44.00 |
| 4720 | JUVENILE HALL DIVISION | 41.00 | 41.00 | 41.00 | 41.00 | 0.00 | 4.00 | 45.00 |

HONORABLE BOARD OF SUPERVISORS

June 13, 2022

| Org | Org Description | Funded FY 2018-19 | Funded FY 2019-20 | Funded FY 2020-21 | Adopted FY 2021-22 | Mid-Year Approved FY 2021-22 | New Proposed FY 2022-23 | Total Proposed FY 2022-23 |
|---|-----------------------------|----------------------|----------------------|----------------------|-----------------------|------------------------------------|-------------------------------|---------------------------------|
| 4785 | PROB AB1913 JUV JUST PROG | 4.00 | 3.50 | 4.00 | 3.50 | 0.00 | 0.50 | 4.00 |
| 4787 | YOUTH OFFENDER BLOCK GRANT | 5.00 | 5.50 | 5.00 | 8.00 | 0.00 | (1.00) | 7.00 |
| 5000 | FIRE PREVENTION | 5.00 | 5.00 | 5.00 | 6.00 | 0.00 | 0.00 | 6.00 |
| 5410 | AG COMMISSIONER | 15.00 | 15.00 | 15.00 | 15.00 | 0.00 | 0.00 | 15.00 |
| 5900 | PLANNING | 13.00 | 13.00 | 13.00 | 14.00 | 0.00 | 3.00 | 17.00 |
| 5950 | WATER AND NATURAL RESOURCES | 3.00 | 3.00 | 8.00 | 10.00 | 0.00 | 0.00 | 10.00 |
| 6000 | ANIMAL SERVICES | 12.00 | 12.00 | 12.00 | 13.00 | 0.00 | 7.00 | 20.00 |
| 6810 | HEALTH ADMINISTRATION | 106.50 | 101.50 | 107.50 | 115.00 | 9.00 | 11.00 | 135.00 |
| 6900 | BEHAVIORAL HEALTH SERVICES | 143.00 | 150.00 | 165.00 | 170.00 | 4.00 | 21.00 | 195.00 |
| 7100 | CED ENVIRONMENTAL HEALTH | 13.50 | 13.50 | 13.50 | 14.00 | 0.00 | 0.00 | 14.00 |
| 7510 | SOCIAL SERVICES ADMIN | 334.50 | 334.50 | 336.50 | 344.00 | 26.00 | 7.00 | 377.00 |
| 8010 | VET SVC OFCR | 3.00 | 2.00 | 3.00 | 3.00 | 1.00 | 0.00 | 4.00 |
| 8020 | PUB ADMIN/PUB GUARDIAN | 4.00 | 4.00 | 4.00 | 4.00 | 0.00 | 0.00 | 4.00 |
| 8200 | COMMUNITY ACTION AGENCY | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 | 1.00 |
| 9110 | LIBRARY ADMINISTRATION | 14.00 | 14.00 | 14.00 | 14.00 | 0.00 | 10.00 | 24.00 |
| 10800 | FLEET SERVICES | 5.00 | 5.00 | 6.00 | 6.00 | 0.00 | 0.00 | 6.00 |
| 11100 | PW - REFUSE LINER FUND | 0.00 | 0.00 | 0.00 | 5.00 | 0.00 | (1.00) | 4.00 |
| 11800 | PW - ROADS & BRIDGES | 66.00 | 67.00 | 68.00 | 68.00 | 0.00 | 0.00 | 68.00 |
| 14370 | PROBATION - CCPIA | 11.50 | 11.00 | 11.50 | 14.00 | 0.00 | (4.00) | 10.00 |
| 15010 | FLOOD CONTROL | 0.00 | 0.00 | 0.00 | 1.00 | 0.00 | 0.00 | 1.00 |
| 61332 | PROBATION AB 109 | 16.00 | 16.00 | 17.00 | 17.00 | 0.00 | 1.00 | 18.00 |
| Total | | 1,397 | 1,426 | 1,478 | 1,524 | 52 | 98 | 1,673 |
| Subvented Human Services Department Positions | | | | | | 39 | 42 | 751 |
| General Fund (GF) positions fully funded by grants, fees or direct subvented department funding | | | | | | 3 | 5 | 187 |
| GF central services positions with partial cost recovery through cost plan (approx 60%) | | | | | | 2 | 4 | 113 |
| GF positions funded by discretionary revenues | | | | | | 8 | 47 | 622 |
| Total | | | | | | 52 | 98 | 1,673 |

COMMENTS ON THE 2022-23 RECOMMENDED BUDGET

Key Infrastructure & Community Highlights

The County is continuing its recovery from the pandemic and while there are many challenges looming, it is worth noting the following positive outcomes of the past twelve months:

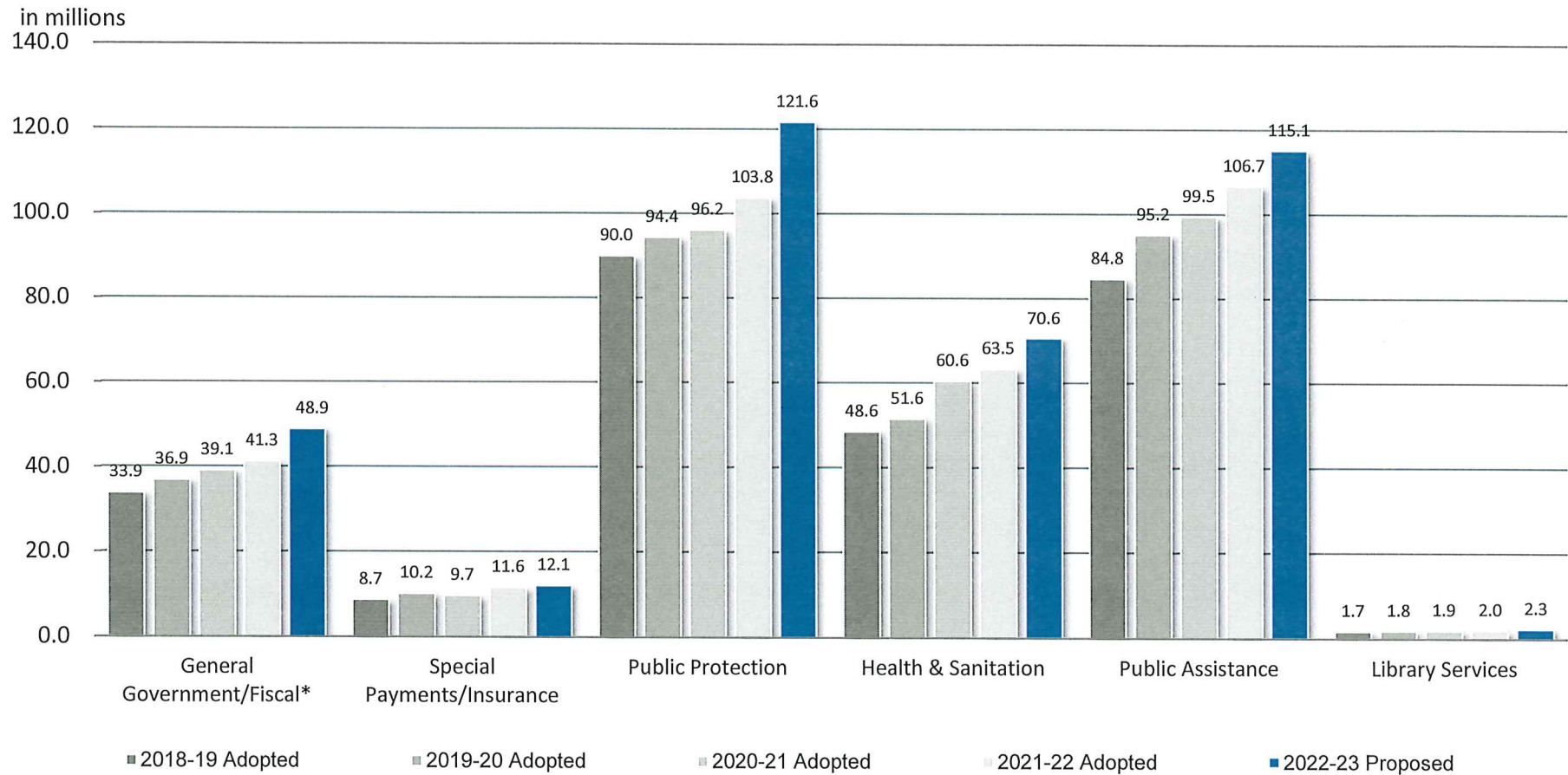
- Over \$5 Million in County American Rescue Plan Act (ARPA) funds dedicated for assisting and mitigating the negative impacts of the pandemic to local businesses, non-profits and low-income households and seniors.
- \$5 Million in County ARPA funds dedicated to projects in the five most severely disadvantaged districts in the County; community outreach efforts to identify feasible projects are ongoing and will be presented to the Board for final recommendations the 1st Quarter of FY 2022-23.
- Over \$2 Million in funding to serve unhoused residents through a variety of programs, including the planned construction of the County's first triage shelter in partnership with the Madera Rescue Mission and Community Action Partnership Madera County.
- Construction of the Madera County Justice Center is more than 75% complete with the full completion date expected February 2023 or sooner.
- Fire Station 3 construction is 15% complete and expected to be completed February 2023.
- Sheriff's Logistics Facility (Oakhurst) is in the design development stage and is expected to be completed January 2023.
- Phase 3 Energy Efficiency Project is 90% complete with the Road 28 solar field expected to be operational by December 2022.

Economic development efforts continue to make progress. The establishment of Enhanced Infrastructure Financing Districts (EIFD) and future efforts on attracting Opportunity Zone investments represent part of the County's focus on creating commercial and industrial development opportunities. Residential construction continues to be strong in the Rio Mesa Area consistent with the extremely robust housing market nationwide.

Overview of Proposed FY 2022-23 Appropriations

The following section provides an overview of the proposed appropriations for the Fiscal Year 2022-23 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.

General Fund Appropriations 5-Year Comparison



Overview of Proposed FY 2022-23 Appropriations (continued)

The 2022-23 General Fund Budget is an overall increase of \$41.7 Million over the 2021-22 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 \$7.6 Million over Fiscal Year 2021-22. Majority of the increase is due to the establishment of the Public Works Projects Revolving Fund (\$3,000,000), which is aimed at providing cash flow loans to initiate public works projects that have fully executed 3rd party grant reimbursement funding and Public Works staffing to accommodate increases in functions and workload (\$1.5 Million). Other increases include the ongoing cost of maintaining IT infrastructure and keeping it secure (\$1.4 Million) and increases in the cost of providing retiree health insurance and funding the county's liability program (\$0.5 Million).
- The Public Protection category has increased \$17.8 Million over Fiscal Year 2021-22. This includes benefit cost increase for all public safety operations (\$4.5 Million), increases for CAL FIRE services (\$1.8 Million), CED positions and services to address building activity and ground water sustainability efforts (\$4.6 Million), animal services operational needs (\$0.4 Million) and replacement of the weights and measures truck (\$0.4 Million). In addition, this increase includes cost of positions and services to meet service level agreements with Rio Mesa developments (\$1.9 Million) and increases in Probation to account for new juvenile justice mandates and to end the temporary shift of positions from grant funded positions (\$1.9 Million).
- The Health and Sanitation category has increased \$7.1 Million over Fiscal Year 2021-22. The majority of the increase is related to new positions for the Behavioral Health Services Department to address unmet needs and improve mental health services delivery (\$5.3 Million) and a system software replacement for the Environmental Health Department (\$0.9 Million).
- The Public Assistance category has increased \$8.4 Million over Fiscal Year 2021-22. The increase in this category is primarily due to increases in projected public assistance aid costs and the cost of staffing for administering benefit payments and running adult and child protective services functions.
- The Library Services category (Library) has increased \$319,173 over Fiscal Year 2021-22. This increase is due to benefits cost increases for current service level staffing and the addition of permanent positions in order to eliminate extra help use.
- The preliminary General Fund Balance for the period ending June 30, 2022, is \$17,582,678. The Auditor's Office is scheduled to complete the final June 2022 Fund Balance calculation in the fall after the close-out of the 2021-22 Fiscal Year. As illustrated in Table 1, use of fund balance is needed to offset the operating revenue deficit in the current year.

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, June 13, 2022, 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, Sr. Administrative Analyst
Yvette Gomez, Executive Assistant to the CAO

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS
FOR THE FISCAL YEAR 2022-23**

| Budget Units (Grouped By Units) | Actual Expenditures 2020-21 | Board of Supervisors Adopted Appropriations 2021-22 | Department Request 2022-23 | CAO Recommendation 2022-23 | Increase (Decrease) 21-22/22-23 |
|---|-----------------------------------|---|----------------------------------|----------------------------------|---------------------------------------|
| <u>GENERAL</u> | | | | | |
| LEGISLATIVE & ADMINISTRATIVE: | | | | | |
| 00100 Board of Supervisors | 1,889,175 | 1,904,518 | 2,128,040 | 2,128,040 | 223,522 |
| 00210 Administrative Management / Purchasing | 1,033,795 | 1,081,204 | 1,131,089 | 1,131,089 | 49,885 |
| TOTAL LEGISLATIVE & ADMINISTRATIVE | 2,922,970 | 2,985,722 | 3,259,129 | 3,259,129 | 273,407 |
| FINANCE: | | | | | |
| 00310 Auditor-Controller | 2,555,755 | 2,664,116 | 2,830,476 | 2,830,476 | 166,360 |
| 00400 Assessor | 2,570,821 | 2,636,475 | 2,798,101 | 2,798,101 | 161,626 |
| 00411 Assessor - GIS Layer Redraw | 229,497 | 620,000 | 334,000 | 334,000 | (286,000) |
| 00510 Tax Collector | 918,513 | 1,105,149 | 1,302,184 | 1,302,184 | 197,035 |
| 00520 Treasurer | 897,835 | 1,253,438 | 1,325,311 | 1,325,311 | 71,873 |
| TOTAL FINANCE | 7,172,421 | 8,279,178 | 8,590,072 | 8,590,072 | 310,894 |
| COUNSEL: | | | | | |
| 00700 County Counsel | 1,779,451 | 1,552,550 | 1,780,000 | 1,780,000 | 227,450 |
| PERSONNEL: | | | | | |
| 00800 Human Resources | 1,756,884 | 2,383,445 | 2,557,211 | 2,557,211 | 173,766 |
| 00830 Public Information Team | 7,326 | 10,000 | 10,000 | 10,000 | - |
| COUNTY CLERK/ELECTIONS: | | | | | |
| 03330 Elections | 1,596,323 | 1,304,974 | 1,482,326 | 1,482,326 | 177,352 |
| 03300 County Clerk-Recorder | 1,065,082 | 1,328,543 | 1,475,614 | 1,475,614 | 147,071 |
| PROPERTY MANAGEMENT: | | | | | |
| 01300 Public Works | 3,567,448 | 4,581,641 | 6,115,042 | 6,115,042 | 1,533,401 |
| 01340 PW - Special Districts Services | 3,137,208 | 3,785,115 | 3,977,492 | 3,977,492 | 192,377 |
| 01311 General Services | 419,276 | 556,296 | 618,525 | 618,525 | 62,229 |
| 01320 Bldg. Operations | 503,076 | 686,240 | 648,129 | 648,129 | (38,111) |
| 01330 Bldg. Maintenance | 1,453,952 | 1,722,425 | 1,908,052 | 1,908,052 | 185,627 |
| 01360 Grounds Maintenance | 536,403 | 565,922 | 786,320 | 786,320 | 220,398 |
| 01700 Utilities | 810,197 | 970,540 | 1,006,805 | 1,006,805 | 36,265 |

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS
FOR THE FISCAL YEAR 2022-23**

| Budget Units (Grouped By Units) | Actual Expenditures 2020-21 | Board of Supervisors Adopted Appropriations 2021-22 | Department Request 2022-23 | CAO Recommendation 2022-23 | Increase (Decrease) 21-22/22-23 |
|---|-----------------------------------|---|----------------------------------|----------------------------------|---------------------------------------|
| TOTAL PROPERTY MANAGEMENT | 10,427,561 | 12,868,179 | 15,060,365 | 15,060,365 | 2,192,186 |
| OTHER GENERAL: | | | | | |
| 00230 Insurance | 4,980,213 | 5,442,932 | 5,868,872 | 5,868,872 | 425,940 |
| 02120 Mailroom Services | 585,337 | 361,068 | 412,513 | 412,513 | 51,445 |
| 02150 311 Customer Service Center | 314,575 | 335,805 | 338,470 | 338,470 | 2,665 |
| 00240 Information Technology | 6,113,481 | 6,785,899 | 7,095,188 | 7,095,188 | 309,289 |
| 00242 Information Technology - ERP | 313,447 | 418,748 | 446,968 | 446,968 | 28,220 |
| 00243 Information Technology - Information Security | 1,625,545 | 2,029,503 | 2,449,469 | 2,449,469 | 419,966 |
| 00244 Information Technology - Communications-VOIP | 683,596 | 685,124 | 928,214 | 928,214 | 243,090 |
| 00245 Public Works Revolving Fund | - | - | 3,000,000 | 3,000,000 | 3,000,000 |
| 02200 Special Payments | 4,289,042 | 6,169,784 | 6,235,928 | 6,235,928 | 66,144 |
| TOTAL OTHER GENERAL | 18,905,235 | 22,228,863 | 26,775,622 | 26,775,622 | 4,546,759 |
| TOTAL GENERAL FUNCTION | 45,633,252 | 52,941,454 | 60,990,339 | 60,990,339 | 8,048,885 |
| <u>PUBLIC PROTECTION</u> | | | | | |
| JUDICIAL: | | | | | |
| 03700 Child Support Services | 3,113,821 | 3,634,606 | 4,510,163 | 4,510,163 | 875,557 |
| 03510 District Attorney | 4,742,856 | 5,551,842 | 6,253,162 | 5,887,314 | 335,472 |
| 03530 District Attorney - COPS | 136,727 | 137,213 | 155,221 | 155,221 | 18,008 |
| 03540 District Attorney - Rape Prosecution Grant | 135,316 | - | - | - | - |
| 03544 District Attorney - DUI Program | 234,201 | 237,832 | 240,040 | 240,040 | 2,208 |
| 03545 District Attorney - Crime Prosecution Unit | 298,242 | 323,624 | 329,333 | 329,333 | 5,709 |
| 03550 District Attorney - Welfare Fraud | 955,797 | 1,169,996 | 1,162,667 | 1,162,667 | (7,329) |
| 03570 District Attorney-County Victim Services | 144,791 | 138,187 | 184,297 | 184,297 | 46,110 |
| 02300 Trial Court Operations (Gen Fund Contri.) | 1,299,248 | 1,311,131 | 1,311,131 | 1,311,131 | - |
| 03400 Grand Jury | 31,882 | 78,640 | 80,070 | 80,070 | 1,430 |
| 03600 Public Defender | 3,683,485 | 3,951,584 | 3,951,584 | 3,951,584 | - |
| TOTAL JUDICIAL | 14,776,367 | 16,534,655 | 18,177,668 | 17,811,820 | 1,277,165 |

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS
FOR THE FISCAL YEAR 2022-23**

| Budget Units (Grouped By Units) | Actual Expenditures 2020-21 | Board of Supervisors Adopted Appropriations 2021-22 | Department Request 2022-23 | CAO Recommendation 2022-23 | Increase (Decrease) 21-22/22-23 |
|--|--|--|---|---|--|
| POLICE PROTECTION: | | | | | |
| 04010 Sheriff-Coroner | 16,674,239 | 17,755,651 | 19,649,596 | 18,789,532 | 1,033,881 |
| 04018 Sheriff-Mono Wind | - | - | 700,000 | 700,000 | 700,000 |
| 04019 Sheriff-Tesoro Viejo | - | - | 269,413 | 269,413 | 269,413 |
| 04023 Sheriff - EMPG Emergency Planning | 395,988 | 419,352 | 702,964 | 702,964 | 283,612 |
| 04030 Sheriff - Bass Lake Operations | 674,588 | 1,035,470 | 1,205,877 | 1,205,877 | 170,407 |
| 04033 Sheriff - Canine Program | 22,293 | 37,000 | 41,000 | 41,000 | 4,000 |
| 04034 Sheriff - Morgue Operations | 675,069 | 823,239 | 1,096,061 | 1,096,061 | 272,822 |
| 04037 Sheriff - Explorer Program | - | 10,000 | 10,000 | 10,000 | - |
| 04038 Sheriff - Search and Rescue | - | 3,000 | 3,000 | 3,000 | - |
| 04041 Sheriff - Emergency Operations | 265,411 | 600,000 | 600,000 | 600,000 | - |
| 04044 Sheriff - CalOES 2018-0054 | - | 211,629 | 211,629 | 211,629 | - |
| 04046 Sheriff - Fed-Cannibas Eradication | 67,048 | 148,000 | 148,000 | 148,000 | - |
| 04047 Sheriff - Tobacco Fund Grant - Chawanakee | 44,078 | 112,966 | 151,204 | 151,204 | 38,238 |
| 04048 Sheriff - Tobacco Fund Grant - Yosemite | 135,561 | 125,388 | 141,083 | 141,083 | 15,695 |
| 04049 Sheriff - Tobacco Fund Grant - Golden Valley | 50,908 | 156,055 | 161,732 | 161,732 | 5,677 |
| 04050 Sheriff - COPS (SLESF) | 236,628 | 277,779 | 302,191 | 302,191 | 24,412 |
| 04051 Sheriff - Riverstone Development | 1,025 | 227,155 | 655,657 | 655,657 | 428,502 |
| 04053 Sheriff - Tree Mortality | - | 457,492 | 1,000,000 | 1,000,000 | 542,508 |
| 04054 Sheriff - Chukchansi Indian Casino | 724,855 | 766,939 | 771,869 | 771,869 | 4,930 |
| 04059 Sheriff - Valley Children's Hospital | 886,260 | 852,237 | 1,077,580 | 1,077,580 | 225,343 |
| 04062 Sheriff - Rural Crime Prevention Task Force | 406,767 | 407,726 | 428,723 | 428,723 | 20,997 |
| 04064 Sheriff - Civil Division | 696,324 | 942,717 | 1,007,855 | 1,007,855 | 65,138 |
| 04066 Sheriff - Off Highway | 102,207 | 300,000 | 200,000 | 200,000 | (100,000) |
| 04070 Sheriff - Anti-Drug Program | 297,247 | 289,487 | 300,516 | 300,516 | 11,029 |
| 04071 Sheriff - CAL-MMET | 364,744 | 356,496 | 360,797 | 360,797 | 4,301 |
| 04072 Sheriff - JAG Grant | 974 | 60,000 | 70,000 | 70,000 | 10,000 |
| 04074 Sheriff - Court Security | 1,802,138 | 1,897,801 | 1,988,705 | 1,988,705 | 90,904 |
| 04076 Sheriff - JAG BSCC 601-19 | 196,657 | 263,112 | 237,425 | 273,425 | 10,313 |
| 04077 Sheriff - CALOES 2019-0035 | 92,276 | 84,604 | 84,604 | 84,604 | - |
| 04078 Sheriff - CALOES 2020-0095 | - | 241,657 | 214,077 | 214,077 | (27,580) |
| 04079 Sheriff - CALOES 2021-0081 | - | - | 230,538 | 230,538 | 230,538 |
| 04090 Sheriff - OCJP NET Project | 48,044 | 249,000 | 102,000 | 102,000 | (147,000) |
| 04091 Sheriff - COPS LEMHWA | - | 62,458 | 96,824 | 96,824 | 34,366 |
| 04092 Sheriff - COPS-CPD | - | - | 249,903 | 249,903 | 249,903 |
| 04093 Sheriff - SAMHSA MHAT | - | 125,000 | 144,584 | 144,584 | 19,584 |

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS
FOR THE FISCAL YEAR 2022-23**

| Budget Units (Grouped By Units) | | Actual Expenditures 2020-21 | Board of Supervisors Adopted Appropriations 2021-22 | Department Request 2022-23 | CAO Recommendation 2022-23 | Increase (Decrease) 21-22/22-23 |
|--|--|--|--|---|---|--|
| 64320 | Sheriff - Peace Officer Memorial Fund | - | 1,000 | 1,025 | 1,025 | 25 |
| TOTAL POLICE PROTECTION | | 24,861,330 | 29,300,410 | 34,616,432 | 33,792,368 | 4,491,958 |
| DETENTION & CORRECTION | | | | | | |
| 04610 | Sheriff - Jail Division | 17,353,904 | 19,026,034 | 21,018,756 | 20,168,583 | 1,142,549 |
| 04630 | Jail-Citizens Options for Public Safety | 50,786 | 75,000 | 75,000 | 75,000 | - |
| 04710 | Probation | 4,881,880 | 4,806,202 | 6,263,735 | 6,028,979 | 1,222,777 |
| 04714 | Probation - CCP Planning | 94,274 | 100,000 | 100,000 | 100,000 | - |
| 04720 | Juvenile Hall | 5,092,715 | 5,502,137 | 6,374,924 | 6,180,475 | 678,338 |
| 04785 | Probation - Crime Prevention Act of 2000 | 523,896 | 631,966 | 725,552 | 725,552 | 93,586 |
| 04787 | Probation - Youth Offender Block Grant | 584,284 | 898,697 | 860,373 | 860,373 | (38,324) |
| 04793 | Probation - CalOES PU Grant | 44,047 | 21,816 | 87,264 | 87,264 | 65,448 |
| 04794 | Probation - SB23 YPFG | - | 167,529 | 167,529 | 167,529 | - |
| 04796 | Probation - BJA Adult Drug Court | - | - | 282,254 | 282,254 | 282,254 |
| 14370 | Probation - CCPIA | 1,313,656 | 1,604,296 | 1,171,352 | 1,171,352 | (432,944) |
| 14390 | Probation - CESF COVID | - | 113,006 | 55,000 | 55,000 | (58,006) |
| 61332 | Probation - AB 109 | 9,005,301 | 6,637,366 | 6,877,375 | 6,877,375 | 240,009 |
| TOTAL DETENTION & CORRECTION | | 38,944,742 | 39,584,049 | 44,059,114 | 42,779,736 | 3,195,687 |
| FIRE PREVENTION: | | | | | | |
| 05000 | Fire Prevention | 7,029,748 | 8,286,634 | 10,219,667 | 9,456,573 | 1,169,939 |
| 05010 | Fire-Chukchansi Indian Casino | 909,016 | 1,816,967 | 2,103,334 | 2,103,334 | 286,367 |
| 05020 | Fire-Riverstone | 449,196 | 567,140 | 681,696 | 681,696 | 114,556 |
| 05030 | Fire-Tesoro Viejo | 841,052 | 1,095,612 | 1,312,808 | 1,312,808 | 217,196 |
| TOTAL FIRE PREVENTION | | 9,229,012 | 11,766,353 | 14,317,505 | 13,554,411 | 1,788,058 |
| PROTECTIVE INSPECTION: | | | | | | |
| 05410 | Ag. Commissioner/Sealer of Wts. & Measures | 1,915,605 | 2,017,657 | 2,550,477 | 2,550,477 | 532,820 |
| 01370 | CED - Building and Fire Safety | 2,885,190 | 3,588,867 | 4,898,742 | 4,898,742 | 1,309,875 |
| TOTAL PROTECTIVE INSPECTION | | 4,800,796 | 5,606,524 | 7,449,219 | 7,449,219 | 1,842,695 |

OTHER PROTECTION:

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS
FOR THE FISCAL YEAR 2022-23**

| Budget Units (Grouped By Units) | | Actual Expenditures 2020-21 | Board of Supervisors Adopted Appropriations 2021-22 | Department Request 2022-23 | CAO Recommendation 2022-23 | Increase (Decrease) 21-22/22-23 |
|--|--|--|--|---|---|--|
| 05900 | CED - Planning | 2,583,962 | 4,030,953 | 4,531,970 | 4,531,970 | 501,017 |
| 05950 | Water and Natural Resources | 1,924,857 | 4,143,546 | 7,726,907 | 7,726,907 | 3,583,361 |
| 05951 | WNR Drought | - | - | 45,000 | 45,000 | 45,000 |
| 15010 | Flood Control Fund | 1,710,929 | 1,398,246 | 578,881 | 578,881 | (819,365) |
| 06100 | Local Agency Formation Commission Contri | 32,305 | 12,944 | 65,093 | 65,093 | 52,149 |
| 06000 | Animal Services | 1,310,596 | 1,440,046 | 2,124,202 | 1,851,675 | 411,629 |
| 06200 | Predatory Animal Control | 75,721 | 80,060 | 92,371 | 92,371 | 12,311 |
| 11200 | Fish & Game Fines | 3,193 | 5,000 | 5,000 | 5,000 | - |
| | TOTAL OTHER PROTECTION | 7,641,562 | 11,110,795 | 15,169,424 | 14,896,897 | 3,786,102 |
| | TOTAL PUBLIC PROTECTION FUNCTION | 100,253,810 | 113,902,786 | 133,789,362 | 130,284,451 | 16,381,665 |
| | | | 104,143,872 | | 121,595,818 | |
| | <u>PUBLIC WAYS AND FACILITIES</u> | | | | | |
| | PUBLIC WAYS: | | | | | |
| 11800 | PW - Roads & Bridges | 23,866,602 | 31,572,533 | 38,232,539 | 38,232,539 | 6,660,006 |
| 11810 | SB1 PW - Roads & Bridges | 1,506,339 | 19,424,843 | 16,318,762 | 16,318,762 | (3,106,081) |
| 63860 | PW - Road (Transit) | 1,465,324 | 4,118,653 | 6,725,113 | 6,725,113 | 2,606,460 |
| | TOTAL PUBLIC WAYS | 26,838,265 | 55,116,029 | 61,276,414 | 61,276,414 | 6,160,385 |
| | TOTAL PUBLIC WAYS & FACILITIES FUNCTION | 26,838,265 | 55,116,029 | 61,276,414 | 61,276,414 | 6,160,385 |
| | <u>HEALTH & SANITATION</u> | | | | | |
| | HEALTH: | | | | | |
| 02250 | COVID-19 Operations | 11,658 | - | - | - | - |
| 02251 | COVID-19 Quarantine | 105,503 | - | - | - | - |
| 02252 | COVID-19 Emergency Homelessness | 6,350 | - | - | - | - |
| 06910 | Behavioral Health Services | 27,354,341 | 35,894,377 | 41,223,600 | 41,223,600 | 5,329,223 |
| 06810 | Public Health | 20,027,597 | 25,792,280 | 26,727,584 | 26,727,584 | 935,304 |
| 07000 | CED - Environmental Health | 1,748,706 | 1,778,364 | 2,608,664 | 2,608,664 | 830,300 |
| | TOTAL HEALTH | 49,254,157 | 63,465,021 | 70,559,848 | 70,559,848 | 7,094,827 |

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS
FOR THE FISCAL YEAR 2022-23**

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|---|-----------------------------------|---|----------------------------------|----------------------------------|---------------------------------------|
| SANITATION: | | | | | |
| 11100 PW - Refuse Liner Fund | 7,627,271 | 13,203,755 | 12,346,008 | 12,346,008 | (857,747) |
| TOTAL SANITATION | 7,627,271 | 13,203,755 | 12,346,008 | 12,346,008 | (857,747) |
| TOTAL HEALTH & SANITATION FUNCTION | 56,881,428 | 76,668,776 | 82,905,856 | 82,905,856 | 6,237,080 |
| <u>PUBLIC ASSISTANCE</u> | | | | | |
| ADMINISTRATION: | | | | | |
| 07510 Department of Social Services | 41,917,810 | 52,294,305 | 60,111,624 | 60,111,624 | 7,817,319 |
| 07513 DSS - Medi-Cal Navigator Project | 443,919 | 228,391 | - | - | (228,391) |
| GENERAL RELIEF: | | | | | |
| 07520 General Relief | 298,432 | 726,915 | 763,998 | 763,998 | 37,083 |
| 07530 ASSISTANCE PROGRAMS: | | | | | |
| Aid for CalWORKS | 23,712,091 | 26,692,714 | 27,692,714 | 27,692,714 | 1,000,000 |
| Foster Care | 7,585,929 | 10,848,146 | 10,387,242 | 10,387,242 | (460,904) |
| Aid for Adopted Children | 4,877,457 | 5,669,496 | 5,669,496 | 5,669,496 | - |
| Cal-Learn | 10,021 | 21,505 | 21,505 | 21,505 | - |
| GAIN Support Services (Welfare to Work) | 164,342 | 500,000 | 600,000 | 600,000 | 100,000 |
| In-Home Supportive Service | 4,779,243 | 5,677,797 | 5,677,797 | 5,677,797 | - |
| CalWORKS Child Care | 611,951 | 954,864 | 1,054,864 | 1,054,864 | 100,000 |
| Kin Gap | 910,635 | 1,461,876 | 1,318,573 | 1,318,573 | (143,303) |
| Cash Assistance Program for Immigrants | 26,578 | 70,010 | 48,548 | 48,548 | (21,462) |
| Housing Assistance/Transitional Program | 188,757 | 280,000 | 319,215 | 319,215 | 39,215 |
| SUBTOTAL ASSISTANCE PROGRAMS | 42,867,004 | 52,176,408 | 52,789,954 | 52,789,954 | 613,546 |
| VETERANS SERVICE/PUBLIC GUARDIAN: | | | | | |
| 08020 Public Guardian | 431,870 | 649,640 | 657,175 | 657,175 | 7,535 |
| 08010 Veterans Service | 250,834 | 298,207 | 420,831 | 420,831 | 122,624 |
| OTHER ASSISTANCE: | | | | | |
| 08200 Community Action Partnership | 250,300 | 307,797 | 324,159 | 324,159 | 16,362 |

**SUMMARY OF PROPOSED BUDGET APPROPRIATIONS
FOR THE FISCAL YEAR 2022-23**

| Budget Units (Grouped By Units) | Actual Expenditures 2020-21 | Board of Supervisors Adopted Appropriations 2021-22 | Department Request 2022-23 | CAO Recommendation 2022-23 | Increase (Decrease) 21-22/22-23 |
|--|--|--|---|---|--|
| 13170 Homelessness HHAP-2 Grant | - | - | 189,036 | 189,036 | 189,036 |
| 13171 Homelessness HHAP-1 Grant | - | - | 239,821 | 239,821 | 239,821 |
| 13172 Homelessness HHAP-3 Grant | - | - | 526,637 | 526,637 | 526,637 |
| 77070 IHSS Public Authority | 227,543 | 406,956 | 418,184 | 418,184 | 11,228 |
| TOTAL PUBLIC ASSISTANCE FUNCTION | 86,687,713 | 107,088,619 | 116,441,419 | 116,441,419 | 9,352,800 |
| <u>LIBRARY SERVICES</u> | | | | | |
| 09110 Library | 1,990,262 | 2,012,664 | 2,331,837 | 2,331,837 | 319,173 |
| TOTAL LIBRARY SERVICES FUNCTION | 1,990,262 | 2,012,664 | 2,331,837 | 2,331,837 | 319,173 |
| <u>OTHER</u> | | | | | |
| 02210 H&SS Buildings | 4,068,960 | 4,068,960 | 4,068,960 | 4,068,960 | - |
| 09200 Cooperative Extension Service | 93,513 | 96,103 | 100,895 | 100,895 | 4,792 |
| 09900 Appropriations for Contingencies | - | - | - | - | - |
| 10800 Fleet Services | 2,470,658 | 3,114,514 | 7,894,864 | 7,894,864 | 4,780,350 |
| 11300 Microwave Radio | 338,185 | 435,365 | 449,881 | 449,881 | 14,516 |
| TOTAL OTHER FUNCTION | 6,971,316 | 7,714,942 | 12,514,600 | 12,514,600 | 4,799,658 |
| TOTAL COUNTY FINANCING REQUIREMENT | <u>325,256,045</u> | <u>415,445,270</u> | <u>470,249,827</u> | <u>466,744,916</u> | <u>51,299,646</u> |

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

| <u>Budget Classification</u> | <u>Actual Revenues 2020-21</u> | <u>Board of Supervisors Approved Revenues 2021-22</u> | <u>10-Month Actual Unaudited Revenues 2021-22</u> | <u>CAO Recommended 2022-23</u> |
|---|--|---|---|--|
| <u>TAXES</u> | | | | |
| 601000 Trust Revenue | 20 | - | 20 | - |
| 610100 Property Taxes - Current Secured | 23,705,977 | 23,688,996 | 23,077,370 | 24,902,435 |
| 610102 Property Taxes - Current Secured RDA SA Other Dist | 460,905 | 271,580 | 627,151 | 645,965 |
| 610200 Property Taxes - Current Unsecured | 723,547 | 799,737 | 721,199 | 846,916 |
| 610300 Property Taxes - Prior Secured | (12,405) | - | - | - |
| 610400 Property Taxes - Prior Unsecured | 33,000 | - | 1,053 | - |
| 610500 Property Taxes - Current Secured - VLF Swap | 21,974,518 | 22,634,358 | 22,951,975 | 23,640,534 |
| 610503 Property Taxes - VLF - Unitary | 43,330 | - | - | - |
| 610600 Property Taxes - Supplemental Current | (31,342) | 410,000 | 662,816 | 662,817 |
| 610700 Property Taxes - Supplemental Prior | 1,013 | - | - | - |
| 610801 Sales & Use Tax | 9,328,304 | 7,921,655 | 6,540,633 | 10,131,521 |
| 610900 Other Taxes | - | 1,200,000 | - | 1,500,000 |
| 610901 Hotel and Motel | 5,603,075 | 4,658,547 | 3,709,990 | 6,306,872 |
| 610902 Documentary Stamp | 1,582,145 | - | 1,670,706 | - |
| 610903 Race Horse Tax | 127 | - | 375 | - |
| 610904 Timber Yield Tax | 4,959 | 792 | 753 | 792 |
| 610906 Aircraft | 177,193 | 148,888 | 147,780 | 177,193 |
| Total Taxes | 63,594,366 | 61,734,553 | 60,111,821 | 68,815,045 |
| <u>LICENSES, PERMITS AND FRANCHISES</u> | | | | |
| 620100 Animal Licenses | 33,632 | 60,000 | 16,116 | 60,000 |
| 620200 Business Licenses | 115,008 | 81,800 | 148,533 | 111,900 |
| 620300 Construction Permits | 3,522,558 | 2,337,785 | 2,894,777 | 3,186,960 |
| 620500 Zoning Permits | 142,817 | 141,066 | 92,767 | 147,604 |
| 620600 Franchises, Garbage, Utilities & Cable TV | 2,426,177 | 2,381,694 | 2,500,927 | 2,626,177 |
| 620700 Other Licenses and Permits | 75,969 | 499,000 | 50,990 | 538,000 |
| 620701 Boat Licenses | 158,193 | 150,000 | 83,312 | 160,000 |
| 620704 Environmental Health Permits | 1,370,481 | 1,428,000 | 1,449,203 | 2,265,000 |
| 620705 Burial Permits-Indigent | 2,488 | 1,759 | 1,806 | 1,759 |
| 620706 Auto Theft Deterrent Fees (DUI) | 105,654 | - | 106,562 | - |
| 620710 Grading Permits | 45,793 | 42,400 | 51,085 | 55,000 |
| 620711 EH Permit Automation Fee | 19,656 | 20,000 | 20,092 | 22,000 |
| Total Licenses, Permits and Franchises | 8,018,426 | 7,143,504 | 7,416,170 | 9,174,400 |

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

| <u>Budget Classification</u> | <u>Actual Revenues 2020-21</u> | <u>Board of Supervisors Approved Revenues 2021-22</u> | <u>10-Month Actual Unaudited Revenues 2021-22</u> | <u>CAO Recommended 2022-23</u> |
|--|--|---|---|--|
| <u>FINES, FORFEITURES AND PENALTIES</u> | | | | |
| 630100 Vehicle Code Fines | - | 49,327 | - | 61,602 |
| 630101 County Share of State Fines | 36,223 | - | 61,771 | - |
| 630200 Other Court Fines | - | 2,294,126 | - | 2,275,599 |
| 630204 Criminal Fines | 745,712 | - | 463,045 | - |
| 630221 PC 1463.14 Drug Analysis Fine | 544 | - | 533 | - |
| 630222 State-County Share of Penalty PC 1464 | 174,518 | - | 129,704 | - |
| 630223 PC 1203.4 Change Plea | 4,816 | - | 4,592 | - |
| 630224 | - | - | 10 | - |
| 630225 AG - Admin Penalties | 2,925 | 1,800 | 500 | 2,000 |
| 630227 RMA Code Enforcement Fines/Fees | 1,282,544 | - | 661,476 | - |
| 630228 Juvenile Supervision/Service Fees | 65 | - | - | - |
| 630229 Juvenile Boot Camp W&I 903/094 | 33 | - | - | - |
| 630231 Juvenile Record Seal W&I 781 | - | - | 120 | - |
| 630300 Forfeitures & Penalties | 364 | 11,000 | - | 11,000 |
| 630306 Restitution Fine Rebate 10% | 18,983 | 25,000 | 14,517 | 25,000 |
| 630307 Other Fines | 2,405 | 25,000 | 16,613 | 25,000 |
| 630400 Penalties/Cost Delinquent Taxes | 68 | - | - | - |
| 630401 Cost of Tax Collection | 98,580 | 90,000 | 48,508 | 98,500 |
| 630402 County Redemption Fees | 14,028 | 19,675 | 11,693 | 20,675 |
| 630403 Penalties & Interest on Taxes | 228,724 | 143,000 | 38,901 | 228,724 |
| Total Fines, Forfeitures and Penalties | 2,610,531 | 2,658,928 | 1,451,983 | 2,748,100 |
| <u>REVENUE FROM USE OF MONEY & PROPERTY</u> | | | | |
| 640101 Interest | 687 | 4,000 | 51,692 | 2,600 |
| 640102 Interest on Loan | - | - | 10,232 | - |
| 640103 Interest on Property Tax Collection | 16,330 | - | - | - |
| 640300 Rents and Concessions | 27,307 | 3,052 | 1,725 | 3,052 |
| 640302 Bldg/Improvement Rentals | 18,126 | 18,126 | 19,726 | 18,126 |
| 640400 Royalties-FMC | 500 | 373 | 356 | 500 |
| Total Revenue from Use of Money & Property | 62,950 | 25,551 | 83,731 | 24,278 |

INTERGOVERNMENTAL REVENUES

State

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

| Budget Classification | Actual Revenues 2020-21 | Board of Supervisors Approved Revenues 2021-22 | 10-Month Actual Unaudited Revenues 2021-22 | CAO Recommended 2022-23 |
|--|--|---|---|--|
| 650302 Motor Vehicle In-Lieu Tax 1984 | 97,053 | - | 153,310 | - |
| 650500 ST- Other In-Lieu | - | - | 4,353 | - |
| 650800 State Admin Public Assistance | - | 8,603,240 | - | 11,972,831 |
| 650804 CalWORKS Admin TANF | 720,926 | - | 54,140 | - |
| 650810 Social Services Admin | 4,726,972 | - | 3,006,075 | - |
| 650811 Welfare to Work Admin-Assistance | 1,445,670 | - | 898,592 | - |
| 650900 State Public Assistance Programs | - | 25,853,071 | - | 26,957,271 |
| 650901 CalWORKS (AFDC) | 22,076,339 | - | 16,304,694 | - |
| 650902 Adopted Children | (30,950) | - | 51,000 | - |
| 650905 Foster Care | 1,187,548 | - | 1,110,614 | - |
| 650907 Foster Care-Emergency Assistance | 8,400 | - | 92,888 | - |
| 650908 ST - FOOD STAMP WKFARE | 70,198 | - | 43,320 | - |
| 650910 Public Assistance - Realignment | 8,833,603 | 4,688,177 | 8,208,072 | 4,688,177 |
| 650914 St. Cal Learn | 628 | - | 660 | - |
| 650915 CalWorks Child Care | 81,792 | - | 52,465 | - |
| 650916 Kin Gap | 371,621 | - | 419,567 | - |
| 650917 Cash Assist for Immigrants | 26,571 | - | 26,544 | - |
| 650921 Housing Assistance/Transitional Housing Program | - | - | 55,215 | - |
| 651100 State - CA Children Services | - | 1,112,625 | - | 1,107,840 |
| 651101 Health - Admin. - California Children Services | 11,825 | - | 26,076 | - |
| 651102 Health - Therapy - California Children Services | 299,538 | - | 117,470 | - |
| 651103 Health - Realignment - California Children Services | 250,000 | - | - | - |
| 651105 Health - Medi-Cal-California Children Services | 383,450 | - | 230,524 | - |
| 651106 Health - Healthy Families | 15,566 | - | 10,810 | - |
| 651300 St - Mental Health | - | 51,000 | 38,250 | 51,000 |
| 651301 Behavioral Health - Small Counties Emergency Grant | 301,836 | 243,900 | 107,289 | 243,900 |
| 651306 Behavioral Health - Realignment | 4,880,975 | 4,561,132 | 1,559,131 | 4,357,715 |
| 651307 Behavioral Health - Jail-Realignment | 51,000 | - | - | - |
| 651320 Behavioral Health - Other Revenue | 310,000 | - | - | 1,849,126 |
| 651326 Behavioral Health - Service Act (Prop 63) | 11,280,016 | 15,920,721 | 10,340,099 | 16,340,000 |
| 651400 Health - TB Control | 11,875 | - | 3,046 | - |
| 652100 State - Other Health Programs | - | 6,161,316 | - | - |
| 652110 Health - Tobacco Education | 215,925 | - | 66,813 | - |
| 652111 Health - Child Health and Disability Program-Admin. | 72,345 | - | 54,920 | - |
| 652112 Health - Foster Care | 13,448 | - | 44,083 | - |
| 652113 Health - Realignment | (901,787) | - | 3,996,365 | - |
| 652120 Health - Adolescent Family Life Program | 348,528 | - | 552,352 | - |
| 652126 Health - Aids Surveillance | 6,384 | - | 20,945 | - |
| | xx | | | |

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

| <u>Budget Classification</u> | <u>Actual Revenues 2020-21</u> | <u>Board of Supervisors Approved Revenues 2021-22</u> | <u>10-Month Actual Unaudited Revenues 2021-22</u> | <u>CAO Recommended 2022-23</u> |
|---|--|---|---|--|
| 652130 Health - Child Lead Poisoning Prevention | 31,150 | - | 97,626 | - |
| 652151 Health - CMSP Wellness Grant | 168,957 | - | 46,979 | - |
| 652199 Health - Other | 38,784 | - | 326,739 | - |
| 652200 State - Agriculture | - | 1,100,000 | - | 1,210,849 |
| 652201 Agricultural Administration | 442,295 | - | 385,503 | - |
| 652203 Agriculture-Pesticide | 665,776 | - | 666,240 | - |
| 652204 Agricultural G-W Sharpshooter | 63,487 | - | 94,080 | - |
| 652503 State-Prison Crime Reimbursement - DA | 329,386 | 463,624 | 156,335 | 469,333 |
| 652505 Public Asst. - Crim Justice Sys - Realignment | 750,000 | 750,000 | 750,000 | 750,000 |
| 652507 Probation TANF (Juvenile Probation Camp Funds) | - | 575,000 | - | - |
| 652700 Disaster Relief | 1,457,874 | 457,492 | - | 1,000,000 |
| 652800 Veterans Affairs | 44,987 | 40,000 | 69,315 | 75,000 |
| 652900 Homeowners' Property Tax Relief | 202,843 | 203,392 | 98,338 | 203,392 |
| 654000 State Other | (2,690,679) | 2,774,881 | 459,768 | 10,957,138 |
| 654007 Correctional Training-SB 924 | 125,401 | 53,000 | 9,144 | 60,000 |
| 654010 Child Support IV D Incentive | 1,100,185 | - | 989,210 | - |
| 654022 State Mandated Costs | 69,974 | 61 | 23 | 61 |
| 654025 Sales Tax (Public Safety) | 9,841,513 | 8,933,038 | 8,125,440 | 12,394,504 |
| 654026 State-POST Reimbursement | 14,383 | 11,000 | 15,485 | 11,000 |
| 654027 State Reimburse Election Costs | 4,246 | - | - | - |
| 654028 State-Financial Assistance | 162,000 | 162,000 | 162,000 | 162,000 |
| 654064 State Off Hwy Vehicle | 25,675 | 300,000 | - | 200,000 |
| 654079 State - Waste Tire Enforcement | 13,733 | - | - | - |
| 654501 St. Water Grant | 730,727 | 1,178,828 | 282,796 | 5,151,000 |
| 654511 State-Abandoned Vehicle Fee | 68,714 | - | 30,616 | - |
| 654535 State Grant Revenue | 2,047,144 | 750,149 | 828,787 | 471,663 |
| Federal | | | | |
| 655000 Fed. Admin Public Assistance | - | 53,403,195 | - | 57,438,389 |
| 655006 Social Services - Administration | 19,477,479 | 228,391 | 10,103,505 | - |
| 655007 CalWorks Administration | 1,938,136 | - | 849,480 | - |
| 655009 Welfare to Work Administration-Assistance | 7,537,007 | - | 2,850,919 | - |
| 655101 CalWorks (AFDC) | 1,176,949 | - | 1,040,159 | - |
| 655102 Foster Care | 1,682,859 | - | 1,357,909 | - |
| 655103 Foster Care Emergency Assistance | 489,984 | - | 586,300 | - |
| 655104 Adopted Children | 2,484,878 | - | 1,779,161 | - |
| 655106 Welfare to Work Gain | (14,208) | - | - | - |
| 655110 Cal Learn | 58,516 | - | 70,183 | - |

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

| Budget Classification | Actual Revenues 2020-21 | Board of Supervisors Approved Revenues 2021-22 | 10-Month Actual Unaudited Revenues 2021-22 | CAO Recommended 2022-23 |
|--|--|---|---|--|
| 655111 CalWorks Child Care | 292,541 | - | 399,151 | - |
| 655112 Kin Group | 276,148 | - | 221,951 | - |
| 655200 Federal - Health | - | 1,050,832 | - | 1,049,069 |
| 655202 CCS Medi-Cal Administration | 456,168 | - | 277,085 | - |
| 655203 Health -Health Families | 85,597 | - | 40,152 | - |
| 655206 Health CNEP | 212,984 | - | 154,581 | - |
| 655207 Health AFLP | 22,868 | - | 19,026 | - |
| 655209 Federal - Medi-Cal Admin/Targeted Case Management | - | 35,000 | - | 35,000 |
| 655600 Grazing Fees | 355 | - | - | - |
| 655800 In-Lieu Tax | 1,244,086 | 1,300,314 | 623 | 1,300,314 |
| 656000 Federal - Mental Health Services | - | 8,319,656 | - | 9,992,916 |
| 656001 Behavioral Health - Medi-Cal | 3,764,520 | - | 721,294 | - |
| 656005 Behavioral Health - Alcohol/Drug/Perinatal | 701,733 | 920,721 | 377,967 | 850,721 |
| 656006 Behavioral Health - McKinney-Path | 30,403 | 39,038 | - | 545,313 |
| 656008 Behavioral Health - SAMHSA | 11,269 | 617,751 | 172,639 | 39,136 |
| 657000 Federal Other | 3,207,574 | 15,011,964 | 3,556,154 | 15,745,481 |
| 657001 Community Services | 229,478 | 307,979 | 197,322 | 324,159 |
| 657003 IV D Child Support-Administration | 1,985,773 | - | 1,613,974 | - |
| 657008 Health - Administration - MCH | 556,476 | - | 777,765 | - |
| 657011 Health - WIC | 2,230,763 | - | 1,649,613 | - |
| 657013 Child Care Food Program-Juvenile Hall | 43,086 | 65,000 | 31,520 | 72,000 |
| 657016 Title IV E Probation Recovery | 147,066 | 135,000 | 90,313 | 135,000 |
| 657023 Health Emergency Asst TB | 13,900 | - | 3,445 | - |
| 657024 FEMA & OES Grant | 92,314 | - | - | - |
| 657025 Health - AIDS Grant (Ryan White) | 167,265 | - | 71,434 | - |
| 657036 Health - Immun Subv Proj | 29,127 | - | 122,205 | - |
| 657037 MC Childhood Lead Poison | 12,802 | - | 52,082 | - |
| 657043 Fed - Health Aids Grant | 100,894 | - | 73,442 | - |
| 657044 Health - Targeted Case Management | 395,502 | - | 416,614 | - |
| 657081 Justice Assistance Grant | 28,553 | 60,000 | - | 70,000 |
| 657090 Health - Bio Preparedness | 55,963 | - | 229,181 | - |
| 657091 Health - HRSA | 59,109 | - | 330,721 | - |
| 657111 Homeland Security Grant | 21,000 | 534,890 | 153,876 | 740,848 |
| 657122 Cannabis Eradication | 132,587 | - | 20,693 | - |
| 657125 Health AIDS | 9,655 | - | 10,915 | - |
| 658000 Other - In-Lieu | 20,624 | - | 20,595 | - |
| 659000 Other Government Agencies | 371,186 | 393,725 | 114,754 | 424,854 |
| 659010 Other Governmental-RDA Pass Thru | 2,007,909 | 1,893,022 | 2,093,091 | 2,257,554 |

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

| <u>Budget Classification</u> | Actual Revenues 2020-21 | Board of Supervisors Approved Revenues 2021-22 | 10-Month Actual Unaudited Revenues 2021-22 | CAO Recommended 2022-23 |
|---|--|---|---|--|
| 659018 IHSS Public Authority | 150,402 | - | 135,833 | - |
| 659025 Special Revenue | 4,320 | 3,750 | 3,536 | 4,600 |
| 659030 City/Chowchilla Prison Annex | 19,862 | 287,984 | 355,652 | 335,652 |
| Total Intergovernmental Revenue | 126,899,306 | 169,555,859 | 94,390,922 | 192,044,806 |
| <u>CHARGES FOR CURRENT SERVICES</u> | | | | |
| 660100 Assessment and Tax Collection Fees | 159,895 | 90,000 | 128,941 | 60,000 |
| 660101 Property Tax Administration Fee | 634,834 | 645,000 | - | 663,000 |
| 660102 Supplemental Tax Fee | 253,710 | 238,586 | 309,625 | 263,568 |
| 660103 Property Characterization Fee | 18,960 | 12,000 | 15,367 | 15,000 |
| 660230 Parcel Merger Fee | 573 | - | 2,380 | - |
| 660231 Business Improvement District | 11,972 | 7,315 | 17,750 | 10,500 |
| 660234 Local Ag. Preserve Assessment (AB 1265) | 1,637,341 | 1,559,442 | 1,726,426 | 1,812,761 |
| 660300 Auditing and Accounting Fees | 94,921 | 452,252 | 36,745 | 452,252 |
| 660500 Elections Services | 275,541 | 31,100 | 56,384 | 143,800 |
| 660600 Legal Services | - | 1,240,000 | - | 1,467,450 |
| 660610 Public Defender - Juvenile Cases | 631,797 | - | 302,472 | - |
| 660800 Planning and Engineering Services | - | 1,950,000 | - | 2,656,058 |
| 660801 Engineering Services | 19,203 | - | 22,146 | - |
| 660802 Engineering Plan Check Fees | 791,270 | - | 708,054 | - |
| 660803 Engineering Services-Special Districts | 2,596,808 | 3,752,162 | 1,811,227 | 3,964,158 |
| 660805 Planning Services | 808,496 | - | 773,015 | - |
| 660806 Engineering Services - Development Review Fees | 511,221 | 110,000 | 389,021 | 140,000 |
| 660807 Strong Motion Inst Fees 95% | 35,053 | - | 27,273 | - |
| 661000 Agricultural Services | 445,175 | 380,800 | 358,725 | 453,895 |
| 661100 Civil Process Services | 2,150 | 40,000 | 2,305 | 33,000 |
| 661101 Sheriff - Civil Process Service Fees | 19,549 | - | 17,293 | - |
| 661200 General Court Fees | 158,009 | 180,000 | 91,210 | 180,000 |
| 661300 Public Guardian Fees | 102,289 | 100,000 | - | 60,000 |
| 661400 Humane Services | 198,642 | 240,000 | 30,024 | 240,000 |
| 661500 Law Enforcement Services | 1,557,328 | 846,602 | 1,601,996 | 1,950,504 |
| 661501 Booking Fee (City) | - | - | 5 | - |
| 661502 Booking Fees-County Arrests | 682 | 430 | - | - |
| 661600 Recording Fees | - | 820,000 | - | 900,000 |
| 661601 Recording Fees-Clerk, Health, Recorder | 21,683 | - | 14,950 | - |
| 661602 HEALTH RECORDING FEES | 54,076 | - | 49,550 | - |

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

| <u>Budget Classification</u> | <u>Actual Revenues 2020-21</u> | <u>Board of Supervisors Approved Revenues 2021-22</u> | <u>10-Month Actual Unaudited Revenues 2021-22</u> | <u>CAO Recommended 2022-23</u> |
|--|--|---|---|--|
| 661603 Recorder Recording Fees | 901,447 | - | 728,987 | - |
| 661800 Health Fees | - | 3,803,514 | 119 | 3,987,895 |
| 661801 Health Lab Fees | 49,466 | - | 35,226 | - |
| 661802 Environmental Health Fee | 221,301 | - | 174,717 | - |
| 661810 Clinic Fees | 11,264 | - | 15,527 | - |
| 661811 Behavioral Health - Private Pay, Ins. | 11,127 | - | 615 | - |
| 661812 Insurance Pay | 7,954 | - | 16,391 | - |
| 661813 Behavioral Health - Medicare | 27,408 | - | 38,784 | - |
| 661814 Medi-Cal | - | - | 285 | - |
| 661816 Inmate Medical Co Pay | 3,748 | - | 612 | - |
| 661817 Anthem Blue Cross-MGD Care | 2,865,129 | - | 1,451,215 | - |
| 661818 CalVIVA/Healthnet Managed Care | 5,595,509 | - | 2,953,164 | - |
| 662000 California Children Services | - | 140 | - | 140 |
| 662100 Landfill Surcharges | 30 | - | - | - |
| 662301 Pay Patient Clinic | - | - | 5 | - |
| 662304 Work Furlough Program | 1,244 | 2,500 | 6 | - |
| 662305 Foster Care Reimbursement | 128,272 | 80,000 | 94,230 | 80,000 |
| 662500 Library Services | 6,045 | 13,500 | 9,174 | 10,000 |
| 662510 Lost Book Collections | 491 | 750 | 977 | 1,000 |
| 662696 Formation Fees | 150 | - | - | - |
| 662700 Other Charges for Services | 2,582,741 | 3,109,312 | 1,047,860 | 3,830,388 |
| 662704 Copies | 3,827 | 250 | 9,817 | 200 |
| 662705 Coroner's Fees | 30,223 | 38,000 | 27,874 | 38,000 |
| 662709 Mental Health Monitoring Fees | 14,390 | - | 17,576 | - |
| 662712 Fire Cost Recovery | 1,290,249 | 1,662,752 | 639,393 | 1,994,504 |
| 662714 Mediation-Dissolution/Marriage | 3,598 | - | 3,320 | - |
| 662715 Nuisance Abatement | 61,274 | - | 22,634 | - |
| 662716 Collection Fees-Probation | 21,381 | 23,000 | 12,297 | - |
| 662717 Alternate Sentencing Fees | 4,802 | 456 | 27 | - |
| 662718 Drug Screening-Probation | 2,703 | 4,500 | 4,182 | - |
| 662719 Electronic Monitoring-Probation | 1,022 | 946 | 11 | - |
| 662720 Probation Services | 176,354 | 138,997 | 1,827 | - |
| 662721 Administrative Collection Fees [PC 1205(d)] | 57,517 | 61,000 | 30,040 | 1,000 |
| 662722 Public Defender Fees | 91,614 | 107,053 | 7,619 | - |
| 662723 Services to Other Agencies | 1,287,928 | 1,705,838 | 718,551 | 1,780,211 |
| 662725 Welfare Repay-Administrative Fees | 2,173 | - | 1,562 | - |
| 662726 Reimbursement of Burials | 12,754 | 10,486 | 8,008 | 10,486 |
| 662728 Vision/Dental Administrative Fee | 494 | 1,000 | 386 | 1,000 |

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

| <u>Budget Classification</u> | Actual Revenues 2020-21 | Board of Supervisors Approved Revenues 2021-22 | 10-Month Actual Unaudited Revenues 2021-22 | CAO Recommended 2022-23 |
|--|--|---|---|--|
| 662729 Employee/Retiree Insurance Premiums | 36 | - | - | - |
| 662735 Probation Services Reports | 89,115 | 67,963 | 984 | - |
| 662740 Mileage Charges | - | - | 40 | - |
| 662749 SD - Application Fees | - | 3,000 | 2,220 | 3,000 |
| 662765 Sheriff-Reimburse Indian Casino | 835,850 | 2,583,906 | 459,022 | 2,872,973 |
| 662780 Special District Ad. | 307,875 | - | 319,789 | - |
| 662800 Interfund Revenue | 1,027,536 | 4,090,090 | 729,350 | 6,776,890 |
| 662801 Interfund Revenue - Cost Plan | 1,215,922 | 2,865,189 | - | 2,494,975 |
| 662802 Interfund Revenue - Computer Services | 193,287 | 292,013 | 194,191 | 318,303 |
| 662803 Indirect Cost Recovery | 6,305 | - | - | - |
| 662804 LAFCO - Reimbursement for County Services | 10,498 | 6,000 | 8,115 | 9,000 |
| 662900 County Development Impact Fees | - | 159,000 | - | 165,000 |
| 662910 Daily Jail Confinement | 99,133 | - | 82,643 | - |
| Total Charges for Current Services | 30,302,362 | 33,526,844 | 18,362,257 | 39,840,911 |
| <u>MISCELLANEOUS REVENUE</u> | | | | |
| 670000 Intrafund Revenue | 13,965,765 | 15,646,868 | 9,956,832 | 16,706,900 |
| 671000 Welfare Miscellaneous Revenue | 63,952 | 263,424 | 72,488 | 263,424 |
| 671001 Welfare Repayments | 274,091 | - | 175,126 | - |
| 671002 Interim Assistance Reimbursement-GA | 51,588 | - | 17,759 | - |
| 671005 Welfare General Assistance Repay | 104 | - | - | - |
| 672000 Other Sales | 3,489 | 3,200 | 4,320 | 3,050 |
| 672001 Sale of Firearms | 1,250 | - | 600 | - |
| 672003 SALE OF MISC SURPLUS | 260 | - | 1 | - |
| 672004 Sale of Other | 700 | - | 300 | - |
| 673000 Misc - Other | 323,719 | 1,826,535 | 1,476,878 | 1,749,205 |
| 673100 Unclaimed Money | - | 2,000 | 408 | 2,000 |
| 673102 Tax Payment Over | 619 | 1,000 | 1,304 | 1,000 |
| 673103 Prisoner's Unclaimed Money Miscellaneous | 1,186 | - | (342) | - |
| 673104 TOT Over | 30 | 500 | 31 | 500 |
| 673200 Employee Witness/Jury Fees | 1,375 | - | 15 | - |
| 673300 Contributions and Donations | 4,644 | 76,000 | 91,459 | 16,000 |
| 673302 Health - Flu Donations | 61 | - | - | - |
| 673323 Ca Endowment Grant | 5,000 | - | - | - |
| 673328 Private Non Profit Grant | 625,964 | - | - | - |
| 673400 Miscellaneous Revevenue - TR Funds | 96,757 | 239,000 | - | 152,000 |

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

| <u>Budget Classification</u> | Actual Revenues 2020-21 | Board of Supervisors Approved Revenues 2021-22 | 10-Month Actual Unaudited Revenues 2021-22 | CAO Recommended 2022-23 |
|---|--|---|---|--|
| 673406 Jail Inmate Welfare Trust 6051 | 44,820 | - | - | - |
| 673700 Cash Overage | 1,506 | 600 | 724 | 2,100 |
| 673800 Prior Year Cancelled Warrants | - | 50 | 25,539 | - |
| 673900 Other Miscellaneous | 139,473 | 2,000 | 22,693 | 2,000 |
| 673903 Miscellaneous Reimbursement | 275,515 | 175,000 | 274,143 | 225,000 |
| 673904 Misc Reimbursement - FEMA | 26,381 | 11,550 | 10,272 | 15,000 |
| 673906 Misc Reimbursement - PG&E Rebate | 1,697 | - | - | - |
| 673910 Misc Reimbursement - Insurance | 8,063 | 2,000 | - | 2,000 |
| 673914 Misc Reimbursement - Legal Fees | 1,335 | 35,000 | 10,591 | 35,000 |
| 673918 Misc Reimbursement - Medical | 447 | - | 602 | - |
| 673920 Misc Reimbursement - Other | 54,963 | - | 50,250 | - |
| Total Miscellaneous Revenue | 15,974,755 | 18,284,727 | 12,191,993 | 19,175,179 |
| <u>OTHER FINANCING SOURCES</u> | | | | |
| 680113 Sale of Fixed Assets - Welfare | 22,050 | - | 3,905 | - |
| Operating Transfers In: | | - | | - |
| 680200 Operating Transfers In | 36,129,071 | 27,890,385 | 15,927,768 | 30,753,555 |
| 680201 Operating Transfers In - SA 22 | 195,783 | - | - | - |
| 680214 Operating Transfers In - General Fund | 40,000 | - | - | - |
| 680215 Local Enforcement Agency Funds-Trust 0114 | 70,000 | - | - | - |
| 680231 Criminal Justice Facilities Trust | - | 150,000 | - | 150,000 |
| 680271 OTI LC 4850 | 249,517 | 125,000 | - | 125,000 |
| 680524 Loan to General Fund from Measure A Road Funds | - | - | - | 3,000,000 |
| Total Other Financing Sources | 36,706,421 | 28,165,385 | 15,931,673 | 34,028,555 |
| TOTAL GENERAL FUND (GF) REVENUE | 284,169,115 | 321,095,351 | 209,940,550 | 365,851,274 |
| PRIOR YEAR CARRYOVER FUND BALANCE (GF) | - | 7,422,824 | - | 17,582,678 |
| AMERICAN RESCUE PLAN ACT (ARPA) FUNDS | - | 6,659,502 | - | - |
| TOTAL FINANCING SOURCES (GF) | 284,169,115 | 335,177,677 | 209,940,550 | 383,433,952 |
| NON GENERAL FUND FINANCING SOURCES | xxvi | 81,922,527 | | 92,029,478 |

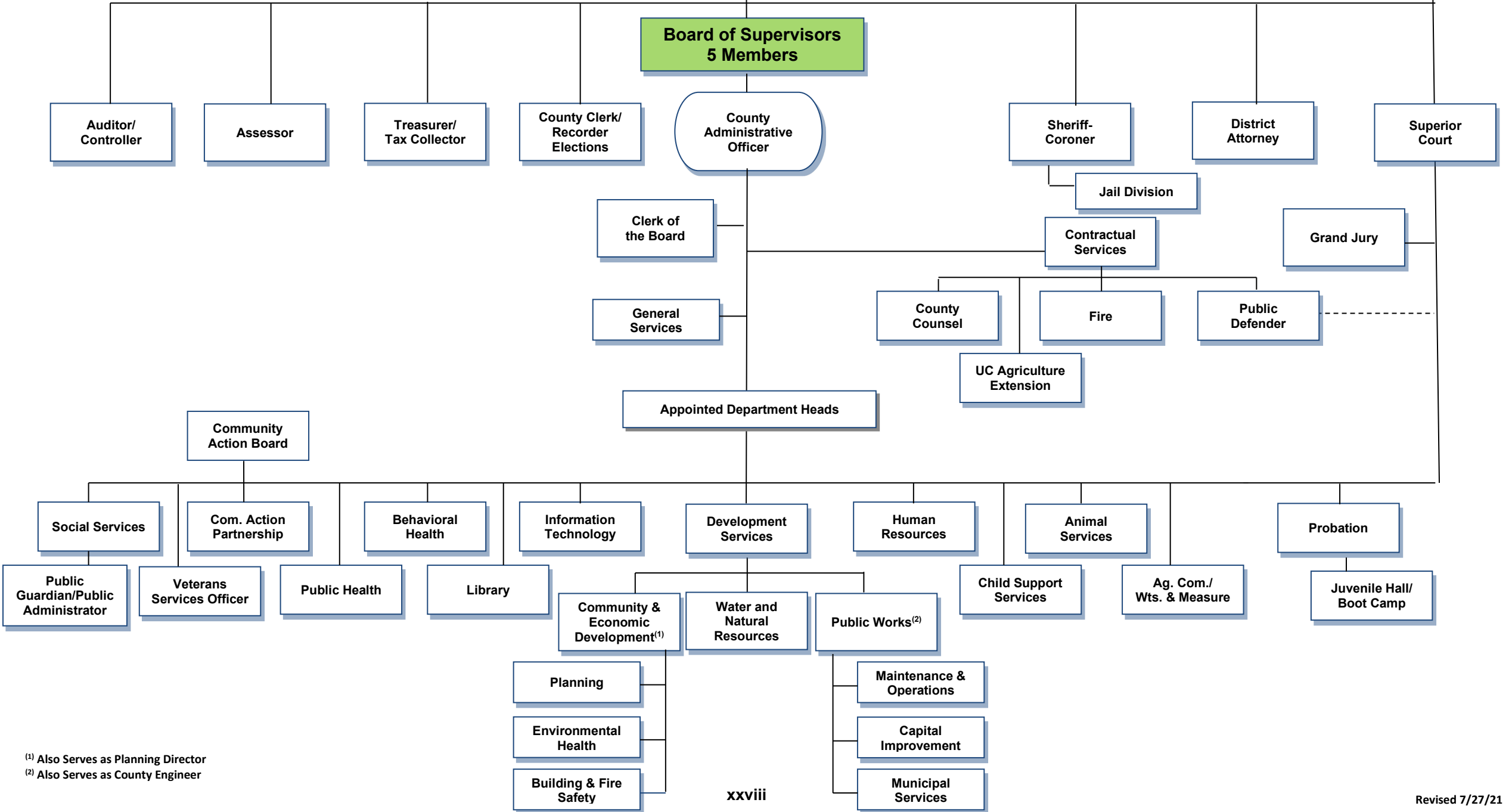
**COUNTY OF MADERA
ANALYSIS OF REVENUE BY SOURCE**

| Budget Classification | Actual Revenues 2020-21 | Board of Supervisors Approved Revenues 2021-22 | 10-Month Actual Unaudited Revenues 2021-22 | CAO Recommended 2022-23 |
|--|--|---|---|--|
| GRAND TOTAL COUNTY FINANCING SOURCES | 284,169,115 | 417,100,204 | 209,940,550 | 475,463,430 |
| GENERAL FUND FINANCING REQUIREMENT | | (333,061,480) | | (374,715,437) |
| NON GENERAL FUND FINANCING REQUIREMENT | | (81,922,527) | | (92,029,478) |
| REMAINING FUND BALANCE (GENERAL FUND) | | 2,116,197 | | 8,718,515 |



MADERA COUNTY GOVERNMENT ORGANIZATION CHART

ELECTORATE



⁽¹⁾ Also Serves as Planning Director

⁽²⁾ Also Serves as County Engineer

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 640101 Interest on Cash | 2,439 | 4,000 | 2,600 | 2,600 |
| 654000 State - Other | 1,125,609 | 1,160,479 | 1,532,571 | 1,532,571 |
| 657000 Federal - Other | 1,985,773 | 2,356,125 | 2,974,992 | 2,974,992 |
| TOTAL INTERGOVERNMENTAL REVENUE | 3,113,821 | 3,520,604 | 4,510,163 | 4,510,163 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662800 Interfund Revenue | 45,661 | 0 | 0 | 0 |
| TOTAL CHARGES FOR CURRENT SERVICES | 45,661 | 0 | 0 | 0 |
| MISCELLANEOUS REVENUE | | | | |
| 673000 Miscellaneous Revenue | 0 | 75,000 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUES | 0 | 75,000 | 0 | 0 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 0 | 129,915 | 116,287 | 116,287 |
| TOTAL OTHER FINANCING SOURCES | 0 | 129,915 | 116,287 | 116,287 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>3,159,482</u> | <u>3,725,519</u> | <u>4,626,450</u> | <u>4,626,450</u> |

EXPENDITURES:

| | | | | |
|---|-----------|-----------|-----------|-----------|
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 1,631,397 | 1,798,549 | 2,078,930 | 2,078,930 |
| 710103 Extra Help | 0 | 25,000 | 100,000 | 100,000 |
| 710105 Overtime | 0 | 5,000 | 15,000 | 15,000 |
| 710107 Premium Pay | 6,270 | 6,700 | 7,000 | 7,000 |
| 710200 Retirement | 632,600 | 721,924 | 856,688 | 856,688 |
| 710300 Health Insurance | 277,888 | 356,221 | 407,286 | 407,286 |
| 710400 Workers' Compensation Insurance | 22,560 | 22,560 | 27,478 | 27,478 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| TOTAL SALARIES & EMPLOYEE BENEFITS | 2,570,715 | 2,935,954 | 3,492,382 | 3,492,382 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 15,390 | 19,000 | 30,000 | 30,000 |
| 720500 Household Expense | 21,055 | 26,000 | 40,000 | 40,000 |
| 720600 Insurance | 60,374 | 60,374 | 55,456 | 55,456 |
| 720601 General Insurance | 0 | 905 | 1,000 | 1,000 |
| 720800 Maintenance - Equipment | 3,488 | 10,000 | 10,000 | 10,000 |
| 720900 Maintenance - Structures & Grounds | 7,068 | 8,000 | 15,000 | 15,000 |
| 721100 Memberships | 3,073 | 3,073 | 4,000 | 4,000 |
| 721200 Miscellaneous Expenses | | | | |
| 721300 Office Expense | 9,445 | 45,000 | 74,700 | 74,700 |
| 721400 Professional & Specialized Services | 28,020 | 45,000 | 75,000 | 75,000 |
| 721500 Publications & Legal Notices | 388 | 300 | 700 | 700 |
| 721600 Rents & Leases - Equipment | 11,186 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 0 | 5,000 | 0 | 0 |
| 722000 Transportation & Travel | 1,489 | 5,000 | 15,000 | 15,000 |
| 722100 Utilities | 26,403 | 35,000 | 35,000 | 35,000 |
| TOTAL SERVICES & SUPPLIES | 187,379 | 262,652 | 355,856 | 355,856 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 16,000 | 37,500 | 37,500 |
| 740301 Equipment > \$5,000 | 0 | 0 | 20,000 | 20,000 |
| TOTAL OTHER CHARGES | 0 | 16,000 | 57,500 | 57,500 |
| INTRAFUND EXPENSES | | | | |
| 770100 Intrafund Transfer | 355,728 | 420,000 | 604,425 | 604,425 |
| TOTAL INTRAFUND EXPENSES | 355,728 | 420,000 | 604,425 | 604,425 |
| <u>TOTAL EXPENDITURES</u> | <u>3,113,821</u> | <u>3,634,606</u> | <u>4,510,163</u> | <u>4,510,163</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(45,661)</u> | <u>(90,913)</u> | <u>(116,287)</u> | <u>(116,287)</u> |

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 2022-23, the Department will remain 100% sub-vented with a combination of State and Federal funding, with no impact on the General Fund.

WORKLOAD

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

| | <u>Currently Receiving Assistance</u> | <u>Formerly Received Assistance</u> | <u>Never Received Assistance</u> | <u>Total</u> |
|---------------|--|--|---|---------------------|
| October 2021 | 1,449 | 3,793 | 1,085 | 6,327 |
| November 2021 | 1,464 | 3,758 | 1,080 | 6,302 |
| December 2021 | 1,527 | 3,725 | 1,078 | 6,330 |

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** (\$1,532,571) is recommended based on the projected state portion of the Child Support Funding Allocation.
- 657000** **Federal-Other** (\$2,974,992) is recommended based on the projected federal portion of the Child Support Funding Allocation.
- 680200** **Operating Transfer In** (\$116,287) 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.

CHILD SUPPORT SERVICES

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$2,078,930) are recommended increased \$280,381 based on cost of recommended staff. Salary savings are expected due to vacant positions.
- 710103** **Extra Help** (\$100,000) is recommended increased \$75,000 for extra-help staff which is fully funded for extra projects.
- 710105** **Overtime** (\$15,000) is recommended increased \$10,000.
- 710107** **Premium Pay** (\$7,000) is recommended increased \$300.
- 710200** **Retirement** (\$856,688) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$407,286) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$27,478) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$30,000) is recommended increased by \$11,000. The budgeted amount for this account is based on current and estimated costs for the department's telephone services.
- 720500** **Household Expense** (\$40,000) is recommended increased \$14,000 for janitorial services and supplies for the building provided through a contracted service provider. This amount also includes refuse disposal costs.
- 720600** **Insurance** (\$55,456) is the Department's contribution to the County's Self-Insured Liability Program.
- 720601** **General Insurance** (\$1,000) is recommended unchanged for the Department's contribution to the County's Property Insurance Program.
- 720800** **Maintenance - Equipment** (\$10,000) is recommended increased based on current, actual costs for maintenance of office and computer equipment, and vehicles.

CHILD SUPPORT SERVICES

SERVICES & SUPPLIES (continued)

720900 **Maintenance - Structures and Grounds** (\$15,000) is recommended increased \$7,000 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** (\$4,000) is recommended increased as costs for the Child Support Director’s Association (CSDA) dues (\$2,610); this account also funds California Attorney Dues (\$463), which have increased.

721300 **Office Expense** (\$74,700) is recommended increased \$29,700 based on current and projected expenses for printed forms, general office equipment, copy supplies, State-directed customer service activities, and mailing costs.

721400 **Professional & Specialized Services** (\$75,000) is recommended to increase \$30,000 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 expenses are as follows:

| | |
|--|----------|
| Paternity Declarations | \$ 5,000 |
| Service of Process | \$60,000 |
| ADT Security/Credit Reporting/Employee Insight/Other | \$10,000 |

721500 **Publications & Legal Notices** (\$700) is recommended increased \$400 for publications and legal notices to the publications meant for the public.

722000 **Transportation & Travel** (\$15,000) is recommended increased \$10,000 for attendance at meetings, training sessions, and conferences.

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

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$37,500) is recommended increased \$21,500 based on actual costs to fund the copier lease contract, including lease of three copiers and increased costs for printing.

CHILD SUPPORT SERVICES

OTHER CHARGES (continued)

740301 Equipment > \$5,000 (\$20,000) is recommended increased \$20,000 for purchase of equipment that is greater than the cost of \$5,000.

INTRAFUND EXPENSES

770000 Intrafund Expenses (\$604,425) is recommended increased \$184,425 for IT support services (\$421,825), Retiree Health Insurance (\$93,600), and Building and Grounds Maintenance (\$14,000). This account also funds services provided by Central Services (2,000). This account also funds the MOU with Human Resources (\$68,000). Miscellaneous expenses for 311 Customer Service Center assistance (\$5,000).

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | A |
| 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 | 14.0 | 1.0 | 15.0 | - | 1.0 | (1.0) | B |
| 3339 | Child Support Specialist III | 4.0 | 1.0 | 4.0 | 1.0 | - | - | |
| 3170 | Deputy Director of Child Support Svcs | 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) | C |
| 4640 | Child Support Services Program Coordinator | 1.0 | - | 1.0 | - | - | - | |
| 3171 | Child Support Supervisor | 1.0 | - | 2.0 | - | 1.0 | - | D |
| TOTAL | | 36.0 | 10.0 | 39.0 | 5.0 | 2.0 | (5.0) | |

NOTES:

A Reflects the addition of one (1) FTE Administrative Analyst I/II during FY2021-22, by Board action on 04/05/2022.

B Reflects the request of the department to fund one (1) FTE Child Support Specialist I/II due to the increased need

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

**2021-22
Authorized
Positions**

**2022-23
Proposed
Positions**

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

- C** Reflect the request of the department to delete four (4) FTE unfunded Office Assistant I/II positions
- D** Reflects the request of the department to add one (1) FTE Child Support Supervisor due to the need of the department

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| FINES, FORFEITURES & PENALTIES | | | | |
| 630300 Forfeitures & Penalties | 364 | 11,000 | 11,000 | 11,000 |
| TOTAL FINES, FORFEITURES & PENALTIES | 364 | 11,000 | 11,000 | 11,000 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654026 ST - Post Training Reimbursement | 650 | 11,000 | 11,000 | 11,000 |
| TOTAL INTERGOVERNMENTAL REVENUE | 650 | 11,000 | 11,000 | 11,000 |
| MISCELLANEOUS REVENUE | | | | |
| 673000 Miscellaneous Revenue | 16,081 | 35,000 | 35,000 | 35,000 |
| TOTAL MISCELLANEOUS REVENUE | 16,081 | 35,000 | 35,000 | 35,000 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 327,892 | 290,000 | 290,000 | 290,000 |
| TOTAL OTHER FINANCING SOURCES | 327,892 | 290,000 | 290,000 | 290,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>344,986</u> | <u>347,000</u> | <u>347,000</u> | <u>347,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 2,699,748 | 3,060,521 | 3,426,878 | 3,426,878 |
| 710103 Extra Help | 140,116 | 137,746 | 137,746 | 137,746 |
| 710105 Overtime | 23,539 | 10,000 | 10,000 | 10,000 |
| 710107 Premium Pay | 503 | 0 | 0 | 0 |
| 710200 Retirement | 1,086,438 | 1,296,427 | 1,451,094 | 1,451,094 |
| 710300 Health Insurance | 298,331 | 405,058 | 457,598 | 457,598 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| SALARIES & EMPLOYEE BENEFITS (continued) | | | | |
| 710400 Workers' Compensation Insurance | 72,236 | 63,980 | 82,534 | 82,534 |
| 710500 Other Benefits | 1,140 | 0 | 0 | 0 |
| <i>Salary Savings (5%)</i> | | | | <i>(365,848)</i> |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 4,322,051 | 4,973,732 | 5,565,850 | 5,200,002 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 27,319 | 42,500 | 42,500 | 42,500 |
| 720500 Household Expense | 1,101 | 0 | 0 | 0 |
| 720600 Insurance | 129,321 | 179,604 | 181,356 | 181,356 |
| 720702 Witness Fees | 0 | 3,000 | 3,000 | 3,000 |
| 720800 Maintenance-Equipment | 303 | 1,000 | 1,000 | 1,000 |
| 721100 Memberships | 20,853 | 19,756 | 19,756 | 19,756 |
| 721300 Office Expense | 56,130 | 75,000 | 75,000 | 75,000 |
| 721400 Professional & Specialized Services | 60,970 | 85,000 | 168,200 | 168,200 |
| 721600 Rents & Leases - Equipment | 41,963 | 0 | 0 | 0 |
| 721601 Rents & Leases - Co Vehicles | 46,836 | 60,500 | 70,000 | 70,000 |
| 721900 Special Departmental Expense | 20,742 | 21,000 | 25,000 | 25,000 |
| 721910 Juvenile Justice Commission | 260 | 2,000 | 2,000 | 2,000 |
| 721912 Special Departmental Expense - POST Training | 1,645 | 3,000 | 3,000 | 3,000 |
| 722000 Transportation & Travel | 6,283 | 56,000 | 56,000 | 56,000 |
| 722100 Utilities | 7,080 | 8,100 | 10,500 | 10,500 |
| TOTAL SERVICES & SUPPLIES | 420,806 | 556,460 | 657,312 | 657,312 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 21,650 | 30,000 | 30,000 |
| TOTAL OTHER CHARGES | 0 | 21,650 | 30,000 | 30,000 |
| <u>TOTAL EXPENDITURES</u> | <u>4,742,856</u> | <u>5,551,842</u> | <u>6,253,162</u> | <u>5,887,314</u> |

COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23

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

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--|--|--|---|
| <u>NET COUNTY COST (EXP - REV)</u> | <u>4,397,870</u> | <u>5,204,842</u> | <u>5,906,162</u> | <u>5,540,314</u> |

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 District Attorney’s Office continues to prosecute cases originating within Madera County to promote justice and to hold offenders accountable for their actions. This has become more challenging as the nature of prosecution itself has 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.

Over the past several years, new laws have been enacted that require prosecutors to research and re-litigate cases that have long since been closed. To do this, prosecutors must become familiar with files which can be over 20 years old in order to determine an appropriate response. This involves going through volumes of documents in each case to become familiar with the facts and determine if victims were involved. If so, then to contact these victims, inform them of the new status of the case, and ensure that they are kept up to date on the case’s progress. A prosecutor must also conduct legal research to determine if the case meets the requirements of the new law and then to file an objection with the court if it is allowed and appropriate. Once a hearing is set, the prosecutor must appear in court and argue their position to ensure that justice is served. This process has created a burden on the District Attorney’s current staff as they must carve out the time from their current caseload to dedicate to these closed cases. Additional staff would begin to assist this Office with meeting these needs and continue to keep Madera County safe.

WORKLOAD

| | <u>Actual</u> <u>2020-21</u> | <u>Estimated</u> <u>2021-22</u> | <u>Projected</u> <u>2022-23</u> |
|---------------------|---|--|--|
| FILES OPENED | 7,721 | 7,900 | 8,000 |
| CONSOLIDATED COURTS | | | |
| Juvenile Petitions | 750 | 750 | 775 |
| Jury Trials | 20 | 20 | 25 |
| Felonies Filed | 1,724 | 1,750 | 1,800 |
| Misdemeanors Filed | 4,565 | 4,600 | 4,775 |

ESTIMATED REVENUES

630300 **Forfeitures and Penalties** (\$11,000) is recommended for the District Attorney’s receipt of seized funds associated with the prosecution of drug cases.

ESTIMATED REVENUES (continued)

- 654026** **Intergovernmental Revenue** (\$11,000) is recommended for the State of California POST reimbursements for Investigator training.
- 673000** **Miscellaneous Revenue** (\$15,000) is recommended for 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).
- 673400** **Miscellaneous Revenue – Trust Funds** (\$20,000) 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.
- 680200** **Operating Transfers In** (\$290,000) for the District Attorney's receipt of AB109 realignment funds (\$290,000).

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** (\$3,426,878) are recommended increased \$366,357 based on the cost of recommended staff.
- 710103** **Extra Help** (\$137,746) is recommended unchanged 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** (\$1,451,094) reflects the County's anticipated contribution to Social Security and the Public Employees Retirement System.
- 710300** **Health Insurance** (\$457,598) is based on the employer's share of health insurance premiums.

SALARIES & EMPLOYEE BENEFITS (continued)

710400 **Workers' Compensation** (\$82,534) 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** (\$181,356) 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** (\$19,756) is recommended unchanged and is based on actual expenses for membership in the California District Attorneys' Association for the District Attorney (\$3,801), all Deputy District Attorneys (\$4,364), 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 (\$11,146), as required in the MOU.

721300 **Office Expense** (\$75,000) 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.

SERVICES & SUPPLIES (continued)

- 721400 **Professional & Specialized Services** (\$168,200) is recommended increased \$83,200 for the Karpel Case Management System maintenance (\$53,200) 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 (\$115,000).

- 721601 **Rents & Leases – County Vehicles** (\$70,000) is recommended increased \$9,500 for the leasing of thirteen vehicles from Central Garage. The vehicles are used by the investigators in performance of their duties. The trucks will be used for an estimated 58,000 miles at a cost of \$36,400. The sedans will be used for an estimated 60,000 miles at a cost of \$33,600.

- 721900 **Special Departmental Expense** (\$25,000) is recommended increased \$4,000 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** (\$56,000) 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** (\$10,500) are recommended for the Department’s share of utilities.

OTHER CHARGES

- 730330 **Rents & Leases - Equipment** (\$30,000) is recommended for rental of a copy machine (\$9,500), and for rental of a vehicle storage facility (\$20,500). The vehicle storage facility is used to store impounded vehicles designated as evidence.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 1.75 | - | 1.75 | - | - | - | |
| 3124 | Assistant District Attorney | 0.40 | - | 0.40 | - | - | - | |
| 4209 | Chief DA Criminal Investigator | 0.50 | - | 0.50 | - | - | - | |
| 3224 | Deputy District Attorney I or | | | | | | | |
| 3225 | Deputy District Attorney II or | | | | | | | |
| 3226 | Deputy District Attorney III or | | | | | | | |
| 3322 | Senior Deputy District Attorney | 15.0 | - | 16.0 | - | 1.0 | - | A |
| 1008 | District Attorney | 0.95 | - | 0.95 | - | - | - | |
| 3414 | District Attorney Criminal Investigator or | | | | | | | |
| 3468 | Senior DA Criminal Investigator | 4.0 | - | 4.0 | - | - | - | |
| 3423 | Investigative Assistant | 2.0 | - | 2.0 | - | - | - | B |
| TBD | Crime Analyst I or | | | | | | | |
| TBD | Crime Analyst II | - | | - | 2.0 | - | 2.0 | B |
| 3533 | Office Assistant I or | | | | | | | |
| 3534 | Office Assistant II | - | 1.0 | - | - | - | (1.0) | C |
| 3656 | Office Services Supervisor I or | | | | | | | |
| 3655 | Office Services Supervisor II or | | | | | | | |
| | Senior Legal Secretary | - | 1.0 | - | - | - | (1.0) | D |
| 3636 | Program Assistant I or | | | | | | | |

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | 2021-22 Authorized Positions | | 2022-23 Proposed Positions | | Y-O-Y Changes in Positions | | |
|--------------|---|-------------|---|------------|---|------------|-------------|
| 3637 | Program Assistant II or | | | | | | |
| 3654 | Senior Program Assistant or | | | | | | |
| 3669 | Legal Secretary I or | | | | | | |
| 3653 | 8.0 | 0.20 | 8.0 | 1.0 | - | 0.8 | E, F |
| 3430 | 1.0 | - | 1.0 | - | - | - | F |
| 3326 | 1.5 | - | 1.5 | - | - | - | |
| 3469 | 0.5 | - | 0.5 | - | - | - | |
| 3377 | Business Systems Information Analyst I or | | | | | | |
| 3378 | 1.0 | - | 1.0 | - | - | - | |
| 4138 | - | - | 1.0 | - | 1.0 | - | G |
| TOTAL | 36.6 | 2.2 | 38.6 | 3.0 | 2.0 | 0.8 | |

NOTES:

- A** Reflects the addition of one (1) FTE Senior DDA position needed due to the additional department added in the Superior Court.
- B** Reflects the reclass of the Investigative Assistant allocation. The positions will be converted to Crime Analyst I/II, pending Peace Officer classification study
- C** Reflects the elimination of the unfunded 1 FTE Office Assistant I/II allocation.
- D** Reflects the elimination of the unfunded Office Services Supervisor I/II or Senior Legal Secretary allocation.
- E** Reflects the elimination of the unfunded 0.2 FTE Program Assistant/Legal Secretary allocation.
- F** Reflects the reclass of the DA Administrative Specialist allocation. The position will be converted to Legal Secretary II, pending the Peace Officer classification study.
- G** Reflects the addition of an Executive Assistant for the District Attorney.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 60,000 | 60,000 | 60,000 | 60,000 |
| TOTAL OTHER FINANCING SOURCES | 60,000 | 60,000 | 60,000 | 60,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>60,000</u> | <u>60,000</u> | <u>60,000</u> | <u>60,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 91,873 | 91,873 | 109,377 | 109,377 |
| 710200 Retirement | 43,571 | 44,145 | 44,418 | 44,418 |
| 710400 Workers' Compensation Insurance | 898 | 795 | 1,026 | 1,026 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 136,342 | 136,813 | 154,821 | 154,821 |
| SERVICES & SUPPLIES | | | | |
| 721100 Memberships | 386 | 400 | 400 | 400 |
| TOTAL SERVICES & SUPPLIES | 386 | 400 | 400 | 400 |
| <u>TOTAL EXPENDITURES</u> | <u>136,727</u> | <u>137,213</u> | <u>155,221</u> | <u>155,221</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>76,727</u> | <u>77,213</u> | <u>95,221</u> | <u>95,221</u> |

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 for fiscal year 2022-23.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$109,377) are recommended based on the cost of recommended staff.

710200 **Retirement** (\$44,418) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710400 **Workers' Compensation** (\$1,026) reflects the Department's contribution to the County's Self Insurance Service Fund.

SERVICES & SUPPLIES

721100 **Memberships** (\$400) are recommended unchanged 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 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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> | |
| 3124 | Assistant District Attorney | 0.60 | - | 0.60 | - | - | - | |
| TOTAL | | <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 2022-23**

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

| | <u>ACTUAL 2019-20</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| LICENSES, PERMITS & FRANCHISES | | | | |
| 620700 Auto Theft Deterrent Fees | 105,654 | 140,000 | 145,000 | 145,000 |
| TOTAL LICENSES, PERMITS & FRANCHISES | 105,654 | 140,000 | 145,000 | 145,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>105,654</u> | <u>140,000</u> | <u>145,000</u> | <u>145,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 122,973 | 127,528 | 127,528 | 127,528 |
| 710200 Retirement | 46,826 | 50,310 | 51,790 | 51,790 |
| 710300 Health Insurance | 8,437 | 11,491 | 11,979 | 11,979 |
| 710400 Workers' Compensation Insurance | 932 | 826 | 1,066 | 1,066 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 179,168 | 190,155 | 192,363 | 192,363 |
| SERVICES & SUPPLIES | | | | |
| 721100 Memberships | 643 | 677 | 677 | 677 |
| 721400 Professional & Specialized Services | 48,300 | 45,000 | 45,000 | 45,000 |
| 721900 Special Departmental Expense | 6,090 | 0 | 0 | 0 |
| 722000 Transportation & Travel | 0 | 2,000 | 2,000 | 2,000 |
| TOTAL SERVICES & SUPPLIES | 55,033 | 47,677 | 47,677 | 47,677 |
| <u>TOTAL EXPENDITURES</u> | <u>234,201</u> | <u>237,832</u> | <u>240,040</u> | <u>240,040</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>128,547</u> | <u>97,832</u> | <u>95,040</u> | <u>95,040</u> |

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

| | <u>Actual</u> <u>2020-21</u> | <u>Estimated</u> <u>2021-22</u> | <u>Projected</u> <u>2022-23</u> |
|---------------|---|--|--|
| Program Cases | 1,370 | 1,400 | 1,425 |

ESTIMATED REVENUES

620706 **Auto Theft Deterrent Fees** (\$145,000) 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** (\$127,528) are recommended unchanged based on the cost of recommended staff.
- 710200** **Retirement** (\$51,790) reflects the County’s anticipated contribution to Social Security and the Public Employee’s Retirement System.
- 710300** **Health Insurance** (\$11,979) is based on the employer’s share of health insurance premiums.
- 710400** **Workers’ Compensation** (\$1,066) 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 unchanged 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 fine partially offsets 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 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | |
| TOTAL | | <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 2022-23**

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 652503 State - Prison Crimes Reimbursement | 221,093 | 323,624 | 329,333 | 329,333 |
| TOTAL INTERGOVERNMENTAL REVENUE | 221,093 | 323,624 | 329,333 | 329,333 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>221,093</u> | <u>323,624</u> | <u>329,333</u> | <u>329,333</u> |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 182,362 | 196,464 | 197,050 | 197,050 |
| 710105 Overtime | 2,261 | 0 | 0 | 0 |
| 710200 Retirement | 78,064 | 87,232 | 89,610 | 89,610 |
| 710300 Health Insurance | 31,819 | 33,974 | 36,458 | 36,458 |
| 710400 Workers' Compensation Insurance | 1,677 | 1,677 | 1,915 | 1,915 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 296,182 | 319,347 | 325,033 | 325,033 |
| SERVICES & SUPPLIES | | | | |
| 721100 Memberships | 643 | 777 | 800 | 800 |
| 721300 Office Expense | 1,416 | 500 | 500 | 500 |
| 722000 Transportation & Travel | 0 | 3,000 | 3,000 | 3,000 |
| TOTAL SERVICES & SUPPLIES | 2,059 | 4,277 | 4,300 | 4,300 |
| <u>TOTAL EXPENDITURES</u> | <u>298,242</u> | <u>323,624</u> | <u>329,333</u> | <u>329,333</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>77,149</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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.

The Prison Crimes Unit has significantly improved the tracking of billable hours which has resulted in increased revenue for the program.

WORKLOAD

| | <u>Actual</u> <u>2020-21</u> | <u>Estimated</u> <u>2021-22</u> | <u>Projected</u> <u>2022-23</u> |
|----------------------|---------------------------------|------------------------------------|------------------------------------|
| Cases Referred | 240 | 300 | 350 |
| Program Cases Worked | 423 | 450 | 500 |

ESTIMATED REVENUES

652503 State – Prison Crimes Reimbursement (\$329,333) is recommended 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 (\$197,050) are recommended increased \$586 based on the cost of recommended staff.

710200 Retirement (\$89,610) reflects the County’s anticipated contribution to Social Security and the Public Employee’s Retirement System.

710300 Health Insurance (\$36,458) is based on the employer’s share of health insurance premiums.

710400 Workers’ Compensation (\$1,915) reflects the Department’s contribution to the County’s Self-Insurance Internal Service Fund.

DISTRICT ATTORNEY – PRISON CRIMES PROSECUTION UNIT

SERVICES & SUPPLIES

- 721100** **Memberships** (\$800) are recommended increased \$23 based on actual costs to provide for California District Attorney Association dues (\$180), State Bar dues (\$520), 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 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | |
| TOTAL | | <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 2022-23**

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 650800 State - Pub Assist Admin | 318,354 | 262,000 | 262,000 | 262,000 |
| 655000 Federal - Pub Assist Admin | 99,756 | 665,000 | 665,000 | 665,000 |
| 655007 Federal - CalWorks Admin | 501,891 | 0 | 0 | |
| TOTAL INTERGOVERNMENTAL REVENUE | 920,000 | 927,000 | 927,000 | 927,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>920,000</u> | <u>927,000</u> | <u>927,000</u> | <u>927,000</u> |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 529,878 | 591,835 | 579,620 | 579,620 |
| 710103 Temporary Salaries | 1,415 | 0 | 0 | 0 |
| 710105 Overtime | 16,810 | 20,000 | 20,000 | 20,000 |
| 710107 Premium Pay | 1,537 | | 0 | 0 |
| 710200 Retirement | 233,308 | 273,757 | 272,677 | 272,677 |
| 710300 Health Insurance | 80,242 | 88,465 | 87,525 | 87,525 |
| 710400 Workers' Compensation Insurance | 24,049 | 21,301 | 27,479 | 27,479 |
| 710500 Other Benefits | 60 | 0 | 0 | 0 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 887,298 | 995,358 | 987,301 | 987,301 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 7,103 | 6,000 | 6,000 | 6,000 |
| 720500 Household Expenses | 4,643 | 4,000 | 4,000 | 4,000 |
| 720600 Insurance | 1,636 | 2,348 | 3,076 | 3,076 |
| 720800 Maintenance - Equipment | 0 | 700 | 700 | 700 |
| 720900 Maintenance - Structures & Grounds | 0 | 150 | 150 | 150 |
| 721100 Memberships | 966 | 1,240 | 1,240 | 1,240 |
| 721300 Office Expense | 2,637 | 6,000 | 6,000 | 6,000 |
| 721400 Professional & Specialized Services | 0 | 5,000 | 5,000 | 5,000 |
| 721600 Rents & Leases - Equipment | 3,581 | 0 | 0 | 0 |
| 721601 Rents & Leases - Co Vehicles | 23,176 | 56,000 | 56,000 | 56,000 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| SERVICES & SUPPLIES (continued) | | | | |
| 721900 Special Departmental Expense | 11,392 | 37,000 | 37,000 | 37,000 |
| 722000 Transportation & Travel | 67 | 12,000 | 12,000 | 12,000 |
| 722100 Utilities | 13,297 | 9,000 | 9,000 | 9,000 |
| TOTAL SERVICES & SUPPLIES | 68,499 | 139,438 | 140,166 | 140,166 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 35,200 | 35,200 | 35,200 |
| TOTAL OTHER CHARGES | 0 | 35,200 | 35,200 | 35,200 |
| <u>TOTAL EXPENDITURES</u> | <u>955,797</u> | <u>1,169,996</u> | <u>1,162,667</u> | <u>1,162,667</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>35,797</u> | <u>242,996</u> | <u>235,667</u> | <u>235,667</u> |

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

| | <u>Actual</u> <u>2020-21</u> | <u>Estimated</u> <u>2021-22</u> | <u>Projected</u> <u>2022-23</u> |
|----------------------------|---|--|--|
| Requests for Investigation | 653 | 675 | 680 |
| Referred for Prosecution | 8 | 10 | 15 |

ESTIMATED REVENUES

- 650800** **State – Pub Assist Admin** (\$262,000) represents the state reimbursement of total program costs. When combined with the federal reimbursement, the total offset is approximately 70%.

- 655000** **Federal – Pub Assist Admin** (\$665,000) represents the federal reimbursement of total program costs. When combined with the state reimbursement, the total offset is approximately 70%.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$579,620) are recommended reduced \$12,215 based on the cost of recommended staff.

- 710105** **Overtime** (\$20,000) is recommended unchanged to provide for night and weekend investigations.

- 710200** **Retirement** (\$272,677) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

- 710300** **Health Insurance** (\$87,525) is based on the employer’s share of health insurance premiums.

- 710400** **Workers’ Compensation** (\$27,479) 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** (\$3,076) 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).
- 721601** **Rents & Leases – Co Vehicles** (\$56,000) is recommended for rental and maintenance of eight (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.
- 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.

DISTRICT ATTORNEY-WELFARE FRAUD

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$35,200) is recommended for rental of a copy machine (\$4,000) and for lease of office space (\$31,200).

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | | | | | | | |
| 4126 | Principal Admin Analyst | 0.25 | - | 0.25 | - | - | - | |
| 4209 | Chief DA Criminal Investigator | 0.5 | - | 0.5 | - | - | - | |
| 3224 | Deputy District Attorney I or | | | | | | | |
| 3225 | Deputy District Attorney II or | | | | | | | |
| 3226 | Deputy District Attorney III or | | | | | | | |
| 3322 | Senior Deputy District Attorney | - | 0.5 | - | 0.5 | - | - | |
| 1008 | District Attorney | 0.05 | - | 0.05 | - | - | - | |
| 3414 | District Attorney Criminal Investigator or | | | | | | | |
| 3468 | Senior DA Criminal Investigator | 3.0 | 3.5 | 3.0 | 3.5 | - | - | |
| 3341 | Eligibility Worker I or | | | | | | | |
| 3342 | Eligibility Worker II or | | | | | | | |
| 3343 | Eligibility Worker III | 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 | - | - | - | |
| 3326 | Supervising Deputy District Attorney | 0.5 | - | 0.5 | - | - | - | |
| 3469 | Supervising DA Criminal Investigator | 0.5 | 0.5 | 0.5 | 0.5 | - | - | |
| TOTAL | | 6.8 | 4.5 | 6.8 | 4.5 | - | - | |

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 657000 FED - OTHER | 118,325 | 129,945 | 184,297 | 184,297 |
| TOTAL INTERGOVERNMENTAL REVENUE | 118,325 | 129,945 | 184,297 | 184,297 |
| MISCELLANEOUS REVENUE | | | | |
| 673903 MISC REVENUE | 18,533 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 18,533 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>136,858</u> | <u>129,945</u> | <u>184,297</u> | <u>184,297</u> |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 47,205 | 49,566 | 87,840 | 87,840 |
| 710200 Retirement | 17,976 | 19,554 | 35,672 | 35,672 |
| 710300 Health Insurance | 8,403 | 9,089 | 23,958 | 23,958 |
| 710400 Workers' Compensation Insurance | 1,200 | 1,200 | 1,200 | 1,200 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 74,785 | 79,409 | 148,670 | 148,670 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 341 | 0 | 0 | 0 |
| 721100 Memberships | 44 | 0 | 0 | 0 |
| 721300 Office Expense | 1,713 | 0 | 0 | 0 |
| 721400 Professional & Specialized Services | 38,782 | 39,638 | 19,158 | 19,158 |
| 721900 Special Departmental Expense | 3,052 | 19,140 | 16,469 | 16,469 |
| 722000 Transportation & Travel | 100 | 0 | 0 | 0 |
| TOTAL SERVICES & SUPPLIES | 44,033 | 58,778 | 35,627 | 35,627 |
| FIXED ASSETS | | | | |
| 740301 Equipment/Furniture | 25,973 | 0 | 0 | 0 |
| TOTAL FIXED ASSETS | 25,973 | 0 | 0 | 0 |
| <u>TOTAL EXPENDITURES</u> | <u>144,791</u> | <u>138,187</u> | <u>184,297</u> | <u>184,297</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>7,933</u> | <u>8,242</u> | <u>0</u> | <u>0</u> |

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 and Legal Secretary 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.

With the new grant award extension, there will be no net county cost as this year's program will be completely offset by grant funds.

WORKLOAD

| | <u>Actual 2020-21</u> | <u>Estimated 2021-22</u> | <u>Projected 2022-23</u> |
|-------------------------|---------------------------|------------------------------|------------------------------|
| Victim/Witness Contacts | 1,000 | 1,100 | 1,150 |
| U-VISA applications | 50 | 55 | 60 |

ESTIMATED REVENUES

657000 **FED – Other** (\$184,297) is recommended 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** (\$87,840) are recommended increased \$38,274 based on cost of recommended staff.

710200 **Retirement** (\$35,672) reflects the County's anticipated contribution to Social Security and the Public Employee's Retirement System.

710300 **Health Insurance** (\$23,958) 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** (\$19,158) is recommended decreased \$20,480 for services provided by the Marjaree Mason Center, a requirement for the execution of the grant award agreement.
- 721900** **Special Departmental Expense** (\$16,469) is recommended decreased \$2,671 for expenses associated with the operation of the grant. Office rent (\$2,625), general office supplies (\$500), brochures and postage (\$1,450), landline and cellular phones (\$780), laptop computer for Legal Secretary (\$2,000), emergency housing for clients (\$3,000), emergency meals for clients (\$1,000), emergency transportation for clients (\$1,500), and training for Victim Advocate (\$3,614).

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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> | |
| 3669 | Legal Secretary I or | | | | | | | |
| 3653 | Legal Secretary II | 1.0 | - | 1.0 | | 1.0 | - | A |
| 4208 | Victim Services Specialist | 1.0 | - | 1.0 | - | - | - | |
| TOTAL | | <u>2.0</u> | <u>-</u> | <u>2.0</u> | <u>-</u> | <u>1.0</u> | <u>-</u> | |

NOTES:

A One (1) FTE Legal Secretary I/II approved by Board action on March 1, 2022

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| LICENSES, PERMITS & FRANCHISES | | | | |
| 620700 Other Licenses & Permits | 61,543 | 35,000 | 42,000 | 42,000 |
| TOTAL LICENSES, PERMITS & FRANCHISES | 61,543 | 35,000 | 42,000 | 42,000 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654000 State - Other | 13,734 | 10,000 | 26,000 | 26,000 |
| 657000 Federal - Other | 0 | 50,000 | 45,000 | 45,000 |
| TOTAL INTERGOVERNMENTAL REVENUE | 13,734 | 60,000 | 71,000 | 71,000 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661000 Agricultural Services | 0 | 0 | 0 | 0 |
| 661100 Civil Process Services | 2,150 | 2,000 | 3,000 | 3,000 |
| 661500 Law Enforcement Services | 113,121 | 120,000 | 270,000 | 270,000 |
| 662700 Other Charges for Services | 1,076 | 0 | 0 | 0 |
| TOTAL CHARGES FOR CURRENT SERVICES | 116,347 | 122,000 | 273,000 | 273,000 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 2816 | 0 | 0 | 0 |
| 672000 Other Sales | 2,210 | 0 | 0 | 0 |
| 673000 Miscellaneous Revenue | 12,114 | 41,000 | 10,000 | 10,000 |
| TOTAL MISCELLANEOUS REVENUE | 17,140 | 41,000 | 10,000 | 10,000 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 4,538,758 | 515,000 | 385,000 | 385,000 |
| TOTAL OTHER FINANCING SOURCES | 4,538,758 | 515,000 | 385,000 | 385,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>4,747,523</u> | <u>773,000</u> | <u>781,000</u> | <u>781,000</u> |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|----------------------------------|--|--|---|
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 6,561,059 | 7,168,858 | 7,743,593 | 7,743,593 |
| 710103 Extra Help | 530,232 | 275,000 | 380,000 | 380,000 |
| 710105 Overtime | 914,196 | 442,750 | 503,800 | 503,800 |
| 710106 Standby & Night Premium | 22,065 | 30,000 | 30,000 | 30,000 |
| 710107 Premium Pay | 5,636 | 0 | 0 | 0 |
| 710110 Uniform Allowance | 56,244 | 63,240 | 67,500 | 67,500 |
| 710111 Bonus | 31,000 | 0 | 0 | 0 |
| 710200 Retirement | 3,142,563 | 3,128,690 | 3,723,930 | 3,723,930 |
| 710300 Health Insurance | 794,898 | 1,105,390 | 1,200,420 | 1,200,420 |
| 710400 Workers' Compensation Insurance | 413,763 | 425,374 | 548,732 | 548,732 |
| 710500 Other Benefits | 1,200 | 11,000 | 1,200 | 1,200 |
| <i>Salary Savings (7.5%)</i> | | | | <i>(860,064)</i> |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 12,472,854 | 12,650,302 | 14,199,175 | 13,339,111 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 182,596 | 163,000 | 195,000 | 195,000 |
| 720305 Microwave Radio Services | 120,792 | 122,791 | 114,667 | 114,667 |
| 720500 Household Expense | 8,962 | 10,540 | 10,540 | 10,540 |
| 720600 Insurance | 657,145 | 863,611 | 983,611 | 983,611 |
| 720601 General Insurance | 2,359 | 2,250 | 2,250 | 2,250 |
| 720800 Maintenance - Equipment | 79,478 | 153,400 | 153,400 | 153,400 |
| 720900 Maintenance - Buildings & Improvements | 4,800 | 12,000 | 12,000 | 12,000 |
| 721100 Memberships | 7,969 | 9,960 | 10,460 | 10,460 |
| 721300 Office Expense | 57,719 | 24,000 | 24,000 | 24,000 |
| 721306 Eqpt < FA Limit | 9,158 | 45,000 | 45,000 | 45,000 |
| 721307 Furn < FA Limit | 2,487 | 35,000 | 35,000 | 35,000 |
| 721400 Professional & Specialized Services | 180,858 | 393,900 | 436,260 | 436,260 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL | BOARD | DEPARTMENT | CAO |
|---|--------------------------|--------------------------|--------------------------|--------------------------|
| | <u>2020-21</u> | <u>2021-22</u> | <u>2022-23</u> | <u>2022-23</u> |
| 721500 Advertisements & Publications | 312 | 0 | 0 | 0 |
| 721600 Rents & Leases - Equipment | 47,033 | 0 | 0 | 0 |
| 721601 Rents & Leases - Equipment | 1,435,030 | 1,796,575 | 1,996,575 | 1,996,575 |
| 721700 Rents & Leases | 722,400 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 392,197 | 209,122 | 277,058 | 277,058 |
| 722000 Transportation & Travel | 80,732 | 160,000 | 175,000 | 175,000 |
| 722100 Utilities | 131,676 | 149,600 | 155,000 | 155,000 |
| TOTAL SERVICES & SUPPLIES | 4,123,704 | 4,150,749 | 4,625,821 | 4,625,821 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 797,600 | 797,600 | 797,600 |
| TOTAL OTHER CHARGES | 0 | 797,600 | 797,600 | 797,600 |
| FIXED ASSETS | | | | |
| 740300 Equipment | 76,430 | 155,000 | 25,000 | 25,000 |
| TOTAL FIXED ASSETS | 76,430 | 155,000 | 25,000 | 25,000 |
| INTRAFUND TRANSFERS | | | | |
| 770100 Intrafund Transfers Out | 1,251 | 2,000 | 2,000 | 2,000 |
| TOTAL INTRAFUND TRANSFERS | 1,251 | 2,000 | 2,000 | 2,000 |
| <u>TOTAL EXPENDITURES</u> | 16,674,239 | 17,755,651 | 19,649,596 | 18,789,532 |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>11,926,716</u> | <u>16,982,651</u> | <u>18,868,596</u> | <u>18,008,532</u> |

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** (\$42,000) is recommended based on the projected license and permit fees received in the current fiscal year.
- 654000** **State-Other** (\$26,000) is recommended and is based on the projected POST Training revenue reimbursements to be received in the budget year.
- 657000** **Federal-Other** (\$45,000) is recommended and based on the projected reimbursements to be received from the United States Forest Service (USFS).
- 661100** **Civil Process Services** (\$3,000) is recommended based on projected reimbursements to be received in the current budget year.
- 661500** **Law Enforcement Services** (\$270,000) 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** (\$10,000) is recommended based on projected revenue received in the current budget year.
- 680200** **Operating Transfers In** (\$385,000) is recommended based on the projected available funds from the Criminal Justice Facility Fund (\$360,000) and Rural Small Counties Funds (\$25,000).

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$7,743,593) is recommended increased \$574,735 for the cost of employee compensation and recommended staffing levels and for replacing an Administrative Assistant with an Executive Assistant to the Sheriff.

SALARIES & EMPLOYEE BENEFITS (continued)

- 710103** **Extra Help** (\$380,000) is recommended increased \$105,000 to fund two Extra Help Program Assistant positions to assist with OES cost recovery. The salary of the PA positions will be reimbursable. This line item also funds 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** (\$503,800) is recommended increased \$61,050 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** (\$67,500) is recommended increased \$4,260 based on recommended staffing levels to provide uniform allowance for employees.
- 710200** **Retirement** (\$3,723,930) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$1,200,420) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$548,732) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.
- 710500** **Other Benefits** (\$1,200) is unchanged based on current Fiscal Year expenditures. This item reflects line item costs for elected expense and deferred compensation.

SERVICES & SUPPLIES

- 720300** **Communications** (\$195,000) is recommended increased \$32,000 based on current year expenditures, increase of patrol vehicles, 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.

SHERIFF-CORONER

SERVICES & SUPPLIES (continued)

720305 **Microwave Radio Services** (\$114,667) 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** (\$983,611) reflects the Department's contribution to the County's Self-Insured Liability Program.

720601 **General Insurance** (\$2,250) is recommended unchanged for aircraft insurance.

720800 **Maintenance - Equipment** (\$153,400) is recommended unchanged to pay for the cost of fuel for non-300 vehicles. This also funds the service contract for microfish equipment, maintenance of the aircraft, 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** (\$10,460) is recommended increased \$500 for the following memberships:

| | | | |
|--|-------|---|--------|
| California Crime Prevention Officer's Assoc (2 ea) | \$70 | Fresno-Madera Chiefs Assn. | \$ 500 |
| Cal State Sheriff's Assn. | 5,075 | 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.

SHERIFF-CORONER

SERVICES & SUPPLIES (continued)

- 721306** **Equipment < FA Limit** (\$45,000) is recommended unchanged to fund replacement equipment for Law Enforcement Personnel.
- 721307** **Furniture < FA Limit** (\$35,000) is recommended unchanged to pay for replacement office furniture for the Sheriff's Office facilities.
- 721400** **Professional & Specialized Services** (\$436,260) is recommended increased \$42,360 to pay for services with Mark43, Live 911, Transparency Engagement, CLEAR, Grey Key, Cellbrite, Rapid DNA, WAVE, and throw phone. This line item also pays for Psychological evaluations for new hires, reserves and employee promotions and polygraphs, backgrounds, sexual assault exams, etc. It also pays for all professional services such as our reverse 911 notification system, EIS, our policy maker software, etc.
- 721601** **Rents & Leases - Co Vehicles** (\$1,996,575) is recommended to pay for new vehicle mileage and the increased mileage rate at the Central for lease of vehicles.
- 721900** **Special Departmental Expense** (\$277,058) is recommended increased \$67,936 for increase costs of ammunition and supplies. It also funds small items and materials consumed during daily operations of the Sheriff's Office Administrative building and the Ranchos Sub Station. There is a need for additional ammo due to new Deputy positions within the Sheriff's Office.

| <u>Description</u> | <u>2021-22 Authorized</u> | <u>2022-23 Recommended</u> |
|--|--------------------------------------|---------------------------------------|
| Deputy Sheriff Reserves | \$18,000 | \$18,000 |
| Search and Rescue | 12,000 | 12,000 |
| Special Weapons and Tactics Team | 15,500 | 19,375 |
| Diving Team / Rescue Equipment & Supplies | 3,000 | 3,750 |
| Volunteer Citizens on Patrol | 6,000 | 6,000 |
| Consumable Supplies/Equipment (Safety Equip (Vests), Armory) | 41,122 | 61,683 |
| Ammunition | 75,000 | 112,500 |
| K-9 Program, K-9 care equipment, supplies, Insurance | 8,500 | 10,625 |
| 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 | 15,625 |
| Ranchos Sub Station | <u>10,000</u> | <u>10,000</u> |
| Total | 47 | <u>\$209,122</u> |
| | | <u>\$277,058</u> |

SERVICES & SUPPLIES (continued)

722000 **Transportation & Travel** (\$175,000) is recommended increased \$15,000 based on training needs of new hires, promoted staff, a County-wide workplace violence training, travel to Mammoth and current year expenditures.

722100 **Utilities** (\$155,000) is recommended increased \$5,400 based on current Fiscal Year expenditures to pay for water and power costs in Madera, Oakhurst and the new Ranchos Sub Station.

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$797,600) The remainder is based on copy machine rental charge, rent for range training site, Southern Edison, lease of a hangar for the aircraft, lease of Sheriff Administration Building and current FY expenditures. The cost of the Sheriff Administration Building Lease payment will be partially offset with operating transfers in of \$360,000 from the Criminal Justice Facility Fund.

| | |
|--|-----------|
| ▪ Copy machine rental charge (Central Services) | \$ 65,000 |
| ▪ Rental for Pistol Range, Marksmanship Training (12 days use) | 5,400 |
| ▪ Southern Edison (music mountain) | 4,800 |
| ▪ Sheriff Lease Building | 720,000 |
| ▪ Lease of Hangar with City of Madera for aircraft | 2,400 |

FIXED ASSETS

740300 **Fixed Assets** (\$25,000) is recommended to purchase the following Office System improvements

- 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 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 or | | | | | | | |
| 3209 | Senior Administrative Analyst or | | | | | | | |
| 4126 | Principal Administrative Analyst | 1.0 | - | 1.0 | - | - | - | |
| 3667 | Communications Dispatcher I or | | | | | | | |
| 3676 | Communications Dispatcher II or | | | | | | | |
| 4600 | Communications Dispatcher III | 10.0 | - | 12.0 | - | 2.0 | - | A |
| 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 | - | - | - | |
| 3610 | Executive Assistant to the Sheriff | 1.0 | - | 1.0 | - | - | - | |
| 3227 | Identification Specialist or | | | | | | | |
| 3320 | Identification Technician | 2.0 | - | 2.0 | - | - | - | |
| 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 | 6.0 | - | 6.0 | - | - | - | |
| 3356 | Property and Evidence Technician | 2.0 | - | 2.0 | - | - | - | |
| 3654 | Senior Program Assistant | 2.0 | - | 2.0 | - | - | - | |
| 1013 | Sheriff-Coroner | 1.0 | - | 1.0 | - | - | - | |
| 4207 | Sheriff's Commander | 2.0 | - | 2.0 | - | - | - | |

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | 2021-22 Authorized Positions | | 2022-23 Proposed Positions | | Y-O-Y Changes in Positions | | |
|--|---|------------|---|------------|---|----------|----------|
| 3327 Sheriff's Corporal | 10.5 | - | 10.0 | - | (0.50) | - | B |
| 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 | 12.0 | 1.0 | 1.00 | - | C |
| 3668 Supervising Comm. Dispatcher | 1.0 | - | 1.0 | - | - | - | |
| 0115 Undersheriff | 1.0 | - | 1.0 | - | - | - | |
| 4130U Fiscal Manager | 1.0 | - | 1.0 | - | - | - | |
| 3728 Sheriff's Administrative Services Manager | 1.0 | - | 1.0 | - | - | - | |
| TOTAL | 92.0 | 4.0 | 94.5 | 4.0 | 2.50 | - | |

NOTES:

- A** Reflects the request to add two (2) FTE Communications Dispatcher I/II/III due to the need of the department
- B** Eliminating 0.5 FTE of Sheriff's Corporal, the other 0.5 FTE is in budget org 04030
- C** Reflects the request to add one (1) FTE Sheriff's Sergeant, partially offset by eliminating 0.5 FTE Sheriff's Corporal

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHRF-Mono Wind
 (04018)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654000 State- Other | 0 | 487,500 | 525,000 | 525,000 |
| 680200 Operating Transfer In | | 175,000 | 175,000 | 175,000 |
| TOTAL INTERGOVERNMENTAL REVENUE | 0 | 662,500 | 700,000 | 700,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>662,500</u> | <u>700,000</u> | <u>700,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721400 Professional & Specialized Services | 0 | 662,500 | 700,000 | 700,000 |
| TOTAL SERVICES & SUPPLIES | 0 | 662,500 | 700,000 | 700,000 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>662,500</u> | <u>700,000</u> | <u>700,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

SHERIFF- MONO WIND

COMMENTS

This budget was established in Fiscal Year 2021-22 to contract services to clean up debris, down trees, and road repairs due to the Mono Wind Event. Governor Newsom declared a state of emergency for Madera and Mariposa Counties for this event on June 22nd, 2021. The Sheriff's Office will be receiving FEMA funds to cover up to 75% of the costs.

ESTIMATED REVENUES

654000 ST – OTHER (\$525,000) is recommended based on the projected reimbursements from the California Office of Emergency Services.

680200 OPERATING TRANSFER IN (\$175,000) is recommended for the 25% match requirement.

SERVICES & SUPPLIES

721400 Professional and Specialized Services (\$700,000) is recommended established to pay for debris clean up, tree removal, and road repairs.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF- TESORO VIEJO
 DEVELOPMENT (04019)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| | <u>ACTUAL</u> 2020-21 | <u>BOARD</u> <u>APPROVED</u> 2021-22 | <u>DEPARTMENT</u> <u>REQUEST</u> 2022-23 | <u>CAO</u> <u>RECOMMENDED</u> 2022-23 |
|---|--------------------------|--|--|---|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OPERATING TRANSFERS IN | | | | |
| 661500 Law Enforcement Services | 0 | 0 | 269,413 | 269,413 |
| TOTAL OPERATING TRANSFERS IN | 0 | 0 | 269,413 | 269,413 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>0</u> | <u>269,413</u> | <u>269,413</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 0 | 0 | 141,148 | 141,148 |
| 710105 Overtime | 0 | 0 | 10,000 | 10,000 |
| 710106 Stand-by Pay | 0 | 0 | 4,000 | 4,000 |
| 710107 Premium Pay | 0 | 0 | 4,000 | 4,000 |
| 710110 Uniform Allowance | 0 | 0 | 1,800 | 1,800 |
| 710200 Retirement | 0 | 0 | 70,757 | 70,757 |
| 710300 Health Insurance | 0 | 0 | 36,458 | 36,458 |
| 710400 Workers' Compensation Insurance | 0 | 0 | 1,000 | 1,000 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 0 | 0 | 269,163 | 269,163 |
| SERVICES & SUPPLIES | | | | |
| 720600 Insurance | 0 | 0 | 50 | 50 |
| 721900 Special Departmental Expense | 0 | 0 | 0 | 0 |
| 722016 Reimburse Day Meals | 0 | 0 | 200 | 200 |
| TOTAL SERVICES & SUPPLIES | 0 | 0 | 250 | 250 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>0</u> | <u>269,413</u> | <u>269,413</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

SHERIFF – TESORO VIEJO DEVELOPMENT

COMMENTS

This budget was developed mid-year FY 2021-22 and funds two Deputy Sheriffs. These Deputies will provide law enforcement services at Tesoro Viejo Development, a new subdivision at the corner of HWY 41 and Avenue 15 per the development agreement on file with the Clerk of the Board of Supervisors.

ESTIMATED REVENUES

661500 **Law Enforcement Services** (\$269,413) is recommended and is based on the current agreement for law enforcement services.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$141,148) are recommended based on the cost of recommended staffing.
- 710105** **Overtime** (\$10,000) is recommended based on anticipated expenditures.
- 710106** **Stand-By Pay** (\$4,000) is recommended based on anticipated expenditures.
- 710107** **Premium Pay** (\$4,000) is recommended based on anticipated expenditures.
- 710110** **Uniform Allowance** (\$1,800) is recommended for uniform expense for safety employees.
- 710200** **Retirement** (\$70,757) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.
- 710300** **Health Insurance** (\$36,458) 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** (\$50) reflects the Department’s contribution to the County’s Self-Insured Liability Program.
- 722016** **Reimburse Day Meals** (\$200) is recommended for reimbursement of travel expenses.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF-TESORO VIEJO DEVELOPMENT
 (04019)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22</u> <u>Authorized</u> <u>Positions</u> | | <u>2022-23</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 | - | A |
| TOTAL | | <u>-</u> | <u>-</u> | <u>2.0</u> | <u>-</u> | <u>2.0</u> | <u>-</u> | |

NOTES:

A Two (2) FTE Deputy Sheriff Basic or Deputy Sheriff Intermediate are proposed and will be funded through the agreement with the housing development for Tesoro Viejo based on the current number of houses within the development

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF-EMPG EMERG
 PLANNING (04023)
 Function: Public Protection
 Activity: Police Protection
 Fund: General Fund
 50% CalOES EMPG Grant

| | <u>ACTUAL</u> 2020-21 | <u>BOARD</u> <u>APPROVED</u> 2021-22 | <u>DEPARTMENT</u> <u>REQUEST</u> 2022-23 | <u>CAO</u> <u>RECOMMENDED</u> 2022-23 |
|---|--------------------------|--|--|---|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 657000 Federal Other Revenue | 92,314 | 256,852 | 480,441 | 480,441 |
| TOTAL INTERGOVERNMENTAL REVENUE | 92,314 | 256,852 | 480,441 | 480,441 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>92,314</u> | <u>256,852</u> | <u>480,441</u> | <u>480,441</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 114,562 | 158,213 | 174,387 | 174,387 |
| 710105 Overtime | 53,806 | 25,000 | 60,000 | 60,000 |
| 710106 Standby Pay | 809 | 0 | 0 | 0 |
| 710110 Uniform Allowance | 950 | 951 | 951 | 951 |
| 710200 Retirement | 56,032 | 81,892 | 81,648 | 81,648 |
| 710300 Health Insurance | 15,909 | 34,720 | 36,458 | 36,458 |
| 710400 Worker's Compensation | 1,140 | 1,140 | 1,140 | 1,140 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 243,209 | 301,916 | 354,584 | 354,584 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 10,669 | 15,000 | 15,000 | 15,000 |
| 720305 Microwave Radio Services | 8,000 | 8,000 | 8,000 | 8,000 |
| 721300 Office Expense | 2,074 | 5,000 | 8,000 | 8,000 |
| 721306 EQPT<FA Limit | 2,611 | 20,000 | 20,000 | 20,000 |
| 721314 COMP EQPT <FA LIMIT | 23,456 | 0 | 0 | 0 |
| 721400 Prof & Spec Svs | 0 | 3,000 | 3,000 | 3,000 |
| 721601 Rents & Leases - Co Vehicle | 0 | 2,000 | 2,000 | 2,000 |
| 721900 Special Departmental Expense | 21,985 | 59,436 | 75,000 | 75,000 |
| 722000 Transportation & Travel | 0 | 5,000 | 5,000 | 5,000 |
| TOTAL SERVICES & SUPPLIES | 68,795 | 117,436 | 136,000 | 136,000 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF-EMPG EMERG
 PLANNING (04023)
 Function: Public Protection
 Activity: Police Protection
 Fund: General Fund
 50% CalOES EMPG Grant

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| FIXED ASSETS | | | | |
| 740300 Equipment/Furniture | 83,984 | 0 | 212,380 | 212,380 |
| TOTAL SERVICES & SUPPLIES | 83,984 | 0 | 212,380 | 212,380 |
| <u>TOTAL EXPENDITURES</u> | <u>395,988</u> | <u>419,352</u> | <u>702,964</u> | <u>702,964</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>303,674</u> | <u>162,500</u> | <u>222,523</u> | <u>222,523</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** (\$268,061) 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** (\$174,387) is recommended increased \$16,174 based on recommended staffing and adding an OES Analyst to assist the Sergeant with State and Federal reimbursements.

710105 **Overtime** (\$60,000) is recommended increased \$35,000 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** (\$81,648) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$36,458) 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.

SHERIFF – EMPG – EMERG PLANNING

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** (\$8,000) is recommended increased \$3,000 based on projected need.
- 721306** **Eqpt < FA Limit** (\$20,000) is recommended unchanged 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.
- 721601** **Rents & Leases – Co Vehicle** (\$2,000) is recommended unchanged based on projected expenses.
- 721900** **Special Departmental Expense** (\$75,000) is recommended increase \$15,564 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.

FIXED ASSETS

- 740300** **Fixed Assets** (\$212,380) is recommended to purchase equipment specified on the Cal OES EMPG Grants, which include a Light Rescue Vehicle, Portable Repeater, and Remote Wireless Communications System.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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>2021-22 Authorized Positions</u> | | <u>2022-23 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> | |
| 3400 | Emergency Services Coordinator | - | - | - | - | - | - | |
| 3321 | Sheriff's Sergeant | 1.0 | - | 1.0 | - | - | - | |
| 3205 | Administrative Analyst I | | | | | | | |
| 3206 | or Administrative Analyst II | 1.0 | - | 1.0 | - | - | - | |
| | TOTAL | 2.0 | - | 2.0 | - | - | - | |

NOTES:

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: SHERIFF-BASS LAKE
OPERATIONS (04030)
Function: Public Protection
Activity: Police Protection
Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| LICENSES, PERMITS & FRANCHISES | | | | |
| 620701 Boat Licenses | 158,193 | 150,000 | 160,000 | 160,000 |
| TOTAL LICENSES, PERMITS & FRANCHISES | 158,193 | 150,000 | 160,000 | 160,000 |
| OTHER FINANCING SOURCES | | | | |
| 657000 Federal - Other | 251,260 | 200,000 | 300,000 | 300,000 |
| TOTAL OTHER FINANCING SOURCES | 251,260 | 200,000 | 300,000 | 300,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>409,453</u> | <u>350,000</u> | <u>460,000</u> | <u>460,000</u> |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 338,216 | 491,555 | 541,901 | 541,901 |
| 710103 Extra Help | 16,084 | 47,000 | 47,000 | 47,000 |
| 710105 Overtime | 23,880 | 16,000 | 35,000 | 35,000 |
| 710106 Standby Pay | 550 | 0 | 0 | 0 |
| 710110 Uniform Allowance | 3,741 | 5,850 | 5,850 | 5,850 |
| 710200 Retirement | 167,607 | 254,648 | 271,655 | 271,655 |
| 710300 Health Insurance | 26,494 | 67,234 | 77,312 | 77,312 |
| 710400 Workers' Compensation Insurance | 3,060 | 2,710 | 3,496 | 3,496 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 579,632 | 884,997 | 982,214 | 982,214 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 279 | 2,500 | 2,500 | 2,500 |
| 720305 Microwave Radio Services | 3,000 | 3,000 | 3,000 | 3,000 |
| 720600 Insurance | 315 | 453 | 593 | 593 |
| 720601 Insurance Premium | 1,559 | 1,971 | 1,971 | 1,971 |
| 720800 Maintenance - Equipment | 16,527 | 22,000 | 25,000 | 25,000 |
| 720900 Maintenance - Structures & Grounds | 0 | 10,000 | 10,000 | 10,000 |
| 721300 Office Expense | 3,731 | 3,000 | 4,000 | 4,000 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-BASS LAKE
OPERATIONS (04030)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| SERVICES & SUPPLIES (continued) | | | | |
| 721306 Equipment<FA Limit | 0 | 3,000 | 3,000 | 3,000 |
| 721601 Rents & Leases - Co Vehicles | 9,934 | 53,849 | 64,619 | 64,619 |
| 721700 Rents & Leases - Bldg/Land | 18,980 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 37,643 | 23,500 | 75,000 | 75,000 |
| 722000 Transportation/Travel/Educ | 256 | 7,000 | 10,000 | 10,000 |
| 722100 Utilities | 1,732 | 2,500 | 5,000 | 5,000 |
| TOTAL SERVICES & SUPPLIES | 93,956 | 132,773 | 204,683 | 204,683 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 17,700 | 18,980 | 18,980 |
| TOTAL OTHER CHARGES | 0 | 17,700 | 18,980 | 18,980 |
| <u>TOTAL EXPENDITURES</u> | 673,588 | 1,035,470 | 1,205,877 | 1,205,877 |
| <u>NET COUNTY COST (EXP - REV)</u> | 264,134 | 685,470 | 745,877 | 745,877 |

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** (\$160,000) is recommended based on projected boat license fees to be collected.
- 657000** **Federal Other** (\$300,000) is recommended based on reimbursements from COPS Grant award.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$541,901) is recommended increased \$50,346 based on recommended staffing at the lake and converting a Sheriff's Corporal to a Sheriff's Sergeant Position.
- 710103** **Extra Help** (\$47,000) is recommended unchanged. The account will fund Extra Help Deputy Sheriffs.
- 710105** **Overtime** (\$35,000) is recommended increased \$19,000 based on current Fiscal Year expenditures and lake service needs.
- 710110** **Uniform Allowance** (\$5,850) is recommended unchanged to provide uniform expense payments to safety employees.
- 710200** **Retirement** (\$271,655) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$77,312) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$3,496) 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** (\$593) reflects the Department’s contribution to the County’s Self-Insured Liability Program.
- 720601** **Insurance Premium** (\$1,971) is recommended unchanged for watercraft insurance for County boats operated at Bass Lake.
- 720800** **Maintenance - Equipment** (\$25,000) is recommended increased \$3,000 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** (\$4,000) is recommended increased \$1,000 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.
- 721601** **Rents & Leases – Co Vehicles** (\$64,619) is recommended increased \$10,770 based on the mileage increase and rental of vehicles from the Fleet Services for Boat Deputies and Eastern Madera County Deputies.
- 721900** **Special Departmental Expense** (\$75,000) is recommended increased \$51,500 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.
- 722000** **Transportation/Travel/Educ** (\$10,000) is recommended increased \$3,000 based on current year expenditures and training for Deputies working the lake.
- 722100** **Utilities** (\$5,000) is recommended increased \$2,500 for utilities.

OTHER CHARGES

- 730330** **Rents & Leases – Equipment** (\$18,980) is recommended to pay for the lease of the Boat Docks and office space at the lake.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-BASS LAKE
OPERATIONS (04030)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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. | 0.5 | - | 0.5 | - | - | - | B |
| 3411 | Deputy Sheriff-Basic P.O.S.T. or | | | | | - | | |
| 3412 | Deputy Sheriff-Intermediate P.O.S.T. | 0.5 | - | 0.5 | - | - | - | B |
| 3411 | Deputy Sheriff-Basic P.O.S.T. or | | | | | | | |
| 3412 | Deputy Sheriff-Intermediate P.O.S.T. | 0.5 | - | 0.5 | - | - | - | B |
| 3411 | Deputy Sheriff-Basic P.O.S.T. or | | | | | | | |
| 3412 | Deputy Sheriff-Intermediate P.O.S.T. | 4.0 | - | 4.0 | - | - | - | |
| 3321 | Sheriff's Sergeant | - | 1.0 | 1.0 | - | 1.0 | (1.0) | C |
| 3327 | Sheriff's Corporal | 0.5 | - | - | - | (0.5) | - | A |
| TOTAL | | 6.0 | 1.0 | 6.5 | - | - | - | |

NOTES:

- A** 0.5 FTE Sheriff's Corporal Deleted in FY 21/22
- B** The other 0.5 FTE of these allocations are in the main Sheriff budget, 04010
- C** Funding unfunded one (1) FTE Sheriff's Sergeant, partially offset with deletion of 0.5 FTE Sheriff's Corporal

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF-CANINE PROGRAM
 GRANT (04033)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 Contributed Funds

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| MISCELLANEOUS REVENUE | | | | |
| 673000 Miscellaneous Revenue | 0 | 37,000 | 41,000 | 41,000 |
| TOTAL MISCELLANEOUS REVENUE | 0 | 37,000 | 41,000 | 41,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>37,000</u> | <u>41,000</u> | <u>41,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721400 Professional & Specialized Services | 21,953 | 33,000 | 33,000 | 33,000 |
| 721900 Special Departmental Expense | 340 | 1,000 | 5,000 | 5,000 |
| 722000 Trans/Travel/Educ | 0 | 3,000 | 3,000 | 3,000 |
| TOTAL SERVICES & SUPPLIES | 22,293 | 37,000 | 41,000 | 41,000 |
| <u>TOTAL EXPENDITURES</u> | <u>22,293</u> | <u>37,000</u> | <u>41,000</u> | <u>41,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>22,293</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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 (\$41,000) 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 (\$5,000) 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 2022-23**

Department: **SHERIFF-MORGUE
OPERATIONS (04034)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
Coroner Fees**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| LICENSES, PERMITS & FRANCHISES | | | | |
| 620700 Other Licenses & Permits | 312 | 0 | 0 | 0 |
| TOTAL LICENSES, PERMITS & FRANCHISES | 312 | 0 | 0 | 0 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662700 Other Charges for Services | 29,123 | 38,000 | 38,000 | 38,000 |
| TOTAL CHARGES FOR CURRENT SERVICES | 29,123 | 38,000 | 38,000 | 38,000 |
| MISCELLANEOUS REVENUE | | | | |
| 673000 Miscellaneous Revenue | 357 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 357 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>29,792</u> | <u>38,000</u> | <u>38,000</u> | <u>38,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 192,461 | 232,685 | 311,460 | 311,460 |
| 710105 Overtime | 5,611 | 14,000 | 14,000 | 14,000 |
| 710106 Standby Pay | 16,778 | 15,000 | 15,000 | 15,000 |
| 710110 Uniform Allowance | 1,800 | 2,700 | 2,700 | 2,700 |
| 710200 Retirement | 74,785 | 111,969 | 151,287 | 151,287 |
| 710300 Health Insurance | 28,064 | 46,890 | 66,632 | 66,632 |
| 710400 Workers' Compensation Insurance | 1,500 | 1,500 | 1,500 | 1,500 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 321,000 | 424,744 | 562,579 | 562,579 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 6,342 | 10,000 | 10,000 | 10,000 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-MORGUE
OPERATIONS (04034)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
Coroner Fees**

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|--|---------------------------|---------------------------------------|---|--|
| SERVICES & SUPPLIES (continued) | | | | |
| 720305 Microwave Radio Services | 2,000 | 2,000 | 2,000 | 2,000 |
| 720500 Household Expense | 16,039 | 4,000 | 20,000 | 20,000 |
| 720600 Insurance | 82 | 82 | 82 | 82 |
| 720800 Mtce Equipment | 3,331 | 3,000 | 4,500 | 4,500 |
| 720900 Mtce Bldgs & Improve | 0 | 500 | 500 | 500 |
| 721100 Memberships | 350 | 900 | 900 | 900 |
| 721300 Office Expense | 715 | 2,500 | 2,500 | 2,500 |
| 721400 Professional & Specialized Services | 198,613 | 225,000 | 300,000 | 300,000 |
| 721600 Rents & Leases - Equip | 1,154 | 0 | 0 | 0 |
| 721601 Rents & Leases - Co Vehicle | 8,041 | 39,013 | 40,000 | 40,000 |
| 721700 Rents & Leases - Building | 46,839 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 52,369 | 30,000 | 60,000 | 60,000 |
| 722000 Transportation & Travel | 620 | 8,000 | 8,000 | 8,000 |
| 722100 Utilities | 17,575 | 22,000 | 25,000 | 25,000 |
| TOTAL SERVICES & SUPPLIES | 354,069 | 346,995 | 473,482 | 473,482 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 51,500 | 60,000 | 60,000 |
| TOTAL OTHER CHARGES | 0 | 51,500 | 60,000 | 60,000 |
| <u>TOTAL EXPENDITURES</u> | 675,069 | 823,239 | 1,096,061 | 1,096,061 |
| <u>NET COUNTY COST (EXP - REV)</u> | 645,277 | 785,239 | 1,058,061 | 1,058,061 |

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 (\$311,460) is recommended increased \$78,775 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 (\$151,287) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$66,632) 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** (\$20,000) is recommended increased \$16,000 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** (\$4,500) is recommended increased \$1,500 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** (\$300,000) is recommended increased \$75,000 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. The current pathologist will be retiring and the Sheriff's Office will have to contract with a new pathologist. The Sheriff's Office has begun pricing new contracts; due to the lack of qualified pathologists in the area, the costs of obtaining a contract with one will be substantially higher than the current.
- 721601** **Rents & Leases – Co Vehicle** (\$40,000) is estimated increased \$987 due to mileage increase from Fleet Services and the Corporal position placed at the Morgue. The mileage is used by the Corporal, Senior Deputy Coroner, two Deputy Coroners, and mileage on transportation vehicles.
- 721900** **Special Departmental Expense** (\$60,000) is recommended increased \$30,000 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** (\$25,000) is recommended increased \$3,000 to pay for utilities at the Morgue.

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$ 60,000) is recommended based on current Fiscal Year expenditures and a 3% increase for monthly lease payments on the Morgue Operations Building.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-MORGUE
OPERATIONS (04034)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
Coroner Fees**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | 2.0 | - | 1.0 | - | A |
| 3636 | Program Assistant I or | | | | | | | |
| 3637 | Program Assistant II or | | | | | | | |
| 3654 | Senior Program Assistant | 1.0 | - | 1.0 | - | - | - | |
| 3321 | Sheriff's Sergeant | - | - | - | 1.0 | - | 1.0 | B |
| TOTAL | | 4.0 | - | 5.0 | 1.0 | 1.0 | - | |

NOTES:

- A** One (1) FTE Deputy Coroner or Senior Deputy Coroner is needed to handle the increased workload for the Coroner Division
- B** Adding one (1) unfunded Sheriff's Sergeant for future growth in the Sheriff-Morgue Division

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHRF-Explorer Program
 (04037)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| MISCELLANEOUS REVENUE | | | | |
| 673300 CONTRIBUTIONS & DONATIONS | 400 | 10,000 | 10,000 | 10,000 |
| TOTAL MISCELLANEOUS REVENUE | 400 | 10,000 | 10,000 | 10,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>400</u> | <u>10,000</u> | <u>10,000</u> | <u>10,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721900 Special Departmental Expense | 0 | 6,000 | 6,000 | 6,000 |
| 722000 Transportation & Travel | 0 | 4,000 | 4,000 | 4,000 |
| TOTAL SERVICES & SUPPLIES | 0 | 10,000 | 10,000 | 10,000 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>10,000</u> | <u>10,000</u> | <u>10,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(400)</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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 2022-23 for the Explorer Program.

722000 **Transportation and Travel Expense** (\$4,000) is recommended for travel expenses incurred during Fiscal Year 2022-23 for the Explorer Program.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHRF-Search and Rescue
 (04038)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| MISCELLANEOUS REVENUE | | | | |
| 673300 CONTRIBUTIONS & DONATIONS | 0 | 3,000 | 3,000 | 3,000 |
| TOTAL MISCELLANEOUS REVENUE | 0 | 3,000 | 3,000 | 3,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>3,000</u> | <u>3,000</u> | <u>3,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721900 Special Departmental Expense | 0 | 3,000 | 3,000 | 3,000 |
| TOTAL SERVICES & SUPPLIES | 0 | 3,000 | 3,000 | 3,000 |
| TOTAL EXPENDITURES | <u>0</u> | <u>3,000</u> | <u>3,000</u> | <u>3,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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 2022-23 for the Search and Rescue Program.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF-EMERG
 OPERATIONS (04041)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 657000 Federal - Other | 25,135 | 600,000 | 600,000 | 600,000 |
| 659000 Other - Government Agency | 342,848 | | | |
| TOTAL FOR INTERGOVERNMENTAL REVENUE | 367,983 | 600,000 | 600,000 | 600,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>367,983</u> | <u>600,000</u> | <u>600,000</u> | <u>600,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710105 Overtime | 0 | 250,000 | 250,000 | 250,000 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 0 | 250,000 | 250,000 | 250,000 |
| SERVICES & SUPPLIES | | | | |
| 721300 Office Expense | 29 | 0 | | |
| 721400 Professional & Specialized Services | 64,434 | 0 | | |
| 721900 Special Departmental Expense | 345 | 200,000 | 190,000 | 190,000 |
| TOTAL SERVICES & SUPPLIES | 64,809 | 200,000 | 190,000 | 190,000 |
| FIXED ASSETS | | | | |
| 740300 Equipment | 200,605 | 150,000 | 160,000 | 160,000 |
| TOTAL OTHER CHARGES | 200,605 | 150,000 | 160,000 | 160,000 |
| <u>TOTAL EXPENDITURES</u> | <u>265,414</u> | <u>600,000</u> | <u>600,000</u> | <u>600,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(102,569)</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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 (\$600,000) 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

721900 Special Departmental Expense (\$190,000) is recommended for purchases in furtherance of emergency response.

FIXED ASSETS

740300 Equipment (\$160,000) is recommended for the purchase of emergency equipment.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHRF-CaIOES
 #2018-0054 (04044)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 SHSGP #2018-0054 Grant

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 657111 Federal Homeland Security Grant | 21,000 | 211,629 | 211,629 | 211,629 |
| TOTAL INTERGOVERNMENTAL REVENUE | 21,000 | 211,629 | 211,629 | 211,629 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>21,000</u> | <u>211,629</u> | <u>211,629</u> | <u>211,629</u> |
| <u>EXPENDITURES:</u> | | | | |
| FIXED ASSETS | | | | |
| 740300 Equipment | 0 | 211,629 | 211,629 | 211,629 |
| TOTAL FIXED ASSETS | 0 | 211,629 | 211,629 | 211,629 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>211,629</u> | <u>211,629</u> | <u>211,629</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(21,000)</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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** (\$211,629) is recommended based on the actual balance of the 2018 Homeland Security Grant.

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 2022-23 is recommended.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF- FED DOM
CANNABIS ERAD (04046)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
FED DESCP Grant**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 657000 Federal - Other | 132,587 | 148,000 | 148,000 | 148,000 |
| TOTAL INTERGOVERNMENTAL REVENUE | 132,587 | 148,000 | 148,000 | 148,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>132,587</u> | <u>148,000</u> | <u>148,000</u> | <u>148,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710105 Overtime | 0 | 80,000 | 73,000 | 73,000 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 0 | 80,000 | 73,000 | 73,000 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 456 | 500 | 500 | 500 |
| 721400 Professional & Specialized Services | 23,330 | 0 | 50,000 | 50,000 |
| 721900 Special Departmental Expense | 38,734 | 54,000 | 19,000 | 19,000 |
| 722000 Transportation & Travel | 4,528 | 5,500 | 5,500 | 5,500 |
| TOTAL SERVICES & SUPPLIES | 67,048 | 60,000 | 75,000 | 75,000 |
| FIXED ASSETS | | | | |
| 740301 Fixed Assets | 0 | 8,000 | 0 | 0 |
| TOTAL FIXED ASSETS | 0 | 8,000 | 0 | 0 |
| <u>TOTAL EXPENDITURES</u> | <u>67,048</u> | <u>148,000</u> | <u>148,000</u> | <u>148,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(65,539)</u> | <u>0</u> | <u>0</u> | <u>0</u> |

COMMENTS

This budget funds the 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 expenses, equipment, training, and helicopter flights.

The program does not require a County General Fund cash match.

ESTIMATED REVENUES

657000 **Federal – Other** (\$148,000) is based on anticipated reimbursements from the United States Department of Justice.

SALARIES & EMPLOYEE BENEFITS

710105 **Overtime** (\$73,000) is recommended reduced by \$7,000 based on prior years’ cost of Deputy Sheriffs working the program on an overtime basis.

SERVICES & SUPPLIES

720300 **Communications** (\$500) is recommended unchanged for cell phone services.

721400 **Professional & Specialized Services** (\$50,000) is recommended increased by \$50,000 to fund contracted flight services.

721900 **Special Departmental Expense** (\$19,000) is recommended reduced \$35,000 to fund purchases of 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 2022-23**

Department: **SHERIFF- Tobacco Fund
Grant (04047)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
ST Tobacco Grant**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654535 ST-Grant Revenue | 67,311 | 105,000 | 0 | 0 |
| TOTAL INTERGOVERNMENTAL REVENUE | 67,311 | 105,000 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>67,311</u> | <u>105,000</u> | <u>0</u> | <u>0</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 18,546 | 60,832 | 83,344 | 83,344 |
| 710105 Overtime | 14,692 | 5,000 | 5,000 | 5,000 |
| 710110 Uniform Allowance | 229 | 900 | 900 | 900 |
| 710200 Retirement | 10,463 | 30,228 | 41,781 | 41,781 |
| 710300 Health Insurance | 0 | 14,056 | 18,229 | 18,229 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 43,930 | 111,016 | 149,254 | 149,254 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 148 | 650 | 650 | 650 |
| 721300 Office Expense | 0 | 300 | 300 | 300 |
| 721900 Special Departmental Expense | 0 | 500 | 500 | 500 |
| 722000 Transportation & Travel | 0 | 500 | 500 | 500 |
| TOTAL SERVICES & SUPPLIES | 148 | 1,950 | 1,950 | 1,950 |
| <u>TOTAL EXPENDITURES</u> | <u>44,078</u> | <u>112,966</u> | <u>151,204</u> | <u>151,204</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(23,233)</u> | <u>7,966</u> | <u>151,204</u> | <u>151,204</u> |

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. The original grant was for three years and expired on June 30, 2020. The Sheriff's Office is in the process of applying for a new grant to cover these expenses. It continues to fund a School Resource Deputy for Chawanakee Unified School District.

SALARIES & EMPLOYEE BENEFITS

- 710102 **Permanent Salaries** (\$83,344) is recommended based on the cost of recommended staff.
- 710105 **Overtime** (\$5,000) is recommended based on estimated funding Fiscal Year 2022-23 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** (\$41,781) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300 **Co Group Insurance** (\$18,229) 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 2022-23

Department: SHERIFF-TOBACCO GRANT
 CUSD
 (04047)
 Function: Public Protection
 Activity: School Resource
 Fund: General
 Tobacco Grant

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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. | <u>1.0</u> | <u>-</u> | <u>1.0</u> | <u>-</u> | <u>-</u> | <u>-</u> | |
| | TOTAL | 1.0 | - | 1.0 | - | - | - | |

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF- (04048)
 TOBACCO FUNDS
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 ST Tobacco Grant

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654535 ST- Other | 77,127 | 105,000 | 0 | 0 |
| TOTAL INTERGOVERNMENTAL REVENUE | 77,127 | 105,000 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>77,127</u> | <u>105,000</u> | <u>0</u> | <u>0</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 73,888 | 73,809 | 81,360 | 81,360 |
| 710105 Overtime | 21,001 | 1,000 | 1,000 | 1,000 |
| 710110 Uniform Allowance | 900 | 900 | 900 | 900 |
| 710200 Retirement | 37,177 | 38,640 | 40,786 | 40,786 |
| 710300 Health Insurance | 2,041 | 9,089 | 15,087 | 15,087 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 135,008 | 123,438 | 139,133 | 139,133 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 553 | 650 | 650 | 650 |
| 721300 Office Expense | 0 | 300 | 300 | 300 |
| 721900 Special Departmental Expense | 0 | 500 | 500 | 500 |
| 722000 Transportation & Travel | 0 | 500 | 500 | 500 |
| TOTAL SERVICES & SUPPLIES | 553 | 1,950 | 1,950 | 1,950 |
| FIXED ASSETS | | | | |
| 740300 Equipment | 0 | 0 | 0 | 0 |
| TOTAL FIXED ASSETS | 0 | 0 | 0 | 0 |
| <u>TOTAL EXPENDITURES</u> | <u>135,561</u> | <u>125,388</u> | <u>141,083</u> | <u>141,083</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>58,433</u> | <u>20,388</u> | <u>141,083</u> | <u>141,083</u> |

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. The original grant was for three years and expired on June 30, 2020. The Sheriff's Office is in the process of applying for a new grant to cover these expenses. It continues to fund a School Resource Deputy for Yosemite Unified School District.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$81,360) 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** (\$40,786) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$15,087) 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 2022-23

Department: SHERIFF-TOBACCO GRANT
 (04048)
 Function: Public Protection
 Activity: School Resource
 Fund: General
 Tobacco Grant

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22</u> <u>Authorized</u> <u>Positions</u> | | <u>2022-23</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> | |
| TOTAL | | 1.0 | - | 1.0 | - | - | - | |

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF- 04049
 Tobacco Funds -
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 ST Tobacco Grant

| | <u>ACTUAL</u> 2020-21 | <u>BOARD</u> <u>APPROVED</u> 2021-22 | <u>DEPARTMENT</u> <u>REQUEST</u> 2022-23 | <u>CAO</u> <u>RECOMMENDED</u> 2022-23 |
|---|--------------------------|--|--|---|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654535 St - Grant Revenue | 37,455 | 105,000 | 161,732 | 161,732 |
| TOTAL STATE GRANT REVENUE | 37,455 | 105,000 | 161,732 | 161,732 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>37,455</u> | <u>105,000</u> | <u>161,732</u> | <u>161,732</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 22,592 | 90,337 | 86,894 | 86,894 |
| 710105 Overtime | 13,120 | 1,000 | 18,000 | 18,000 |
| 710110 Uniform Allowance | 228 | 900 | 900 | 900 |
| 710200 Retirement | 11,960 | 47,812 | 35,759 | 35,759 |
| 710300 Health Insurance | 2,455 | 14,056 | 18,229 | 18,229 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 50,355 | 154,105 | 159,782 | 159,782 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 553 | 650 | 650 | 650 |
| 721300 Office Expense | 0 | 300 | 300 | 300 |
| 721900 Special Departmental Expense | 0 | 500 | 500 | 500 |
| 722000 Transportation & Travel | 0 | 500 | 500 | 500 |
| TOTAL SERVICES & SUPPLIES | 553 | 1,950 | 1,950 | 1,950 |
| <u>TOTAL EXPENDITURES</u> | <u>50,908</u> | <u>156,055</u> | <u>161,732</u> | <u>161,732</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>13,454</u> | <u>51,055</u> | <u>0</u> | <u>0</u> |

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 04049, was created by the Board in Fiscal Year 2018-19. The original grant was for three years and expired on June 30, 2020. The grant was renewed for an additional three years with a new expiration date of June 30, 2023. It continues to fund a School Resource Deputy for Golden Valley Unified School District.

ESTIMATED REVENUES

654535 **St – Grant Revenue** (\$161,732) is recommended based on the projected available funding from the grant.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$86,894) is recommended based on the cost of recommended staff.

710105 **Overtime** (\$18,000) 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** (\$35,759) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.

710300 **Health Insurance** (\$18,229) 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 2022-23

Department: SHERIFF-TOBACCO GRANT
 (04049)
 Function: Public Protection
 Activity: School Resource
 Fund: General
 Tobacco Grant

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22</u> <u>Authorized</u> <u>Positions</u> | | <u>2022-23</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> | |
| TOTAL | | 1.0 | - | 1.0 | - | - | - | |

NOTES:

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-CITZENS OPTION -
PUB SAFETY - SLESF (04050)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
SLESF Contribution**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OPERATING TRANSFERS IN | | | | |
| 680200 Operating Transfers In | 177,167 | 160,000 | 187,200 | 187,200 |
| TOTAL OPERATING TRANSFERS IN | 177,167 | 160,000 | 187,200 | 187,200 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>177,167</u> | <u>160,000</u> | <u>187,200</u> | <u>187,200</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 118,270 | 138,640 | 147,033 | 147,033 |
| 710105 Overtime | 21,670 | 20,000 | 20,000 | 20,000 |
| 710106 Stand-by Pay | 795 | 1,500 | 1,500 | 1,500 |
| 710107 Premium Pay | 257 | 1,000 | 1,000 | 1,000 |
| 710110 Uniform Allowance | 1,349 | 1,900 | 1,900 | 1,900 |
| 710200 Retirement | 58,634 | 68,890 | 73,708 | 73,708 |
| 710300 Health Insurance | 17,971 | 29,873 | 36,458 | 36,458 |
| 710400 Workers' Compensation Insurance | 17,288 | 15,312 | 19,753 | 19,753 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 236,235 | 277,115 | 301,352 | 301,352 |
| SERVICES & SUPPLIES | | | | |
| 720600 Insurance | 393 | 564 | 739 | 739 |
| 722016 Reimburse Day Meals | 0 | 100 | 100 | 100 |
| TOTAL SERVICES & SUPPLIES | 393 | 664 | 839 | 839 |
| <u>TOTAL EXPENDITURES</u> | <u>236,628</u> | <u>277,779</u> | <u>302,191</u> | <u>302,191</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>59,461</u> | <u>117,779</u> | <u>114,991</u> | <u>114,991</u> |

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 (\$187,200) is based on the projected available realignment funding from the law enforcement services subaccount.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$147,033) based on the cost of recommended staffing.

710105 Overtime (\$20,000) is recommended unchanged based on the previous year's expenditures.

710106 Stand-By Pay (\$1,500) is recommended unchanged based on the previous year's expenditures.

710107 Premium Pay (\$1,000) is recommended unchanged based on the previous year's expenditures.

710110 Uniform Allowance (\$1,900) is recommended unchanged based on the previous year's expenditures.

710200 Retirement (\$73,708) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$36,458) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$19,753) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SHERIFF - CITIZENS OPTION FOR PUBLIC SAFETY (SLESF)

SERVICES & SUPPLIES

720600 **Insurance** (\$739) 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 2022-23**

Department: **SHERIFF-CITZENS OPTION -
 PUB SAFETY - SLESF (04050)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General
 SLESF Contribution**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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. | 2.0 | - | 2.0 | - | - | - | |
| TOTAL | | 2.0 | - | 2.0 | - | - | - | |

NOTES:

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF- RIVERSTONE
DEVELOPMENT (04051)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OPERATING TRANSFERS IN | | | | |
| 661500 Law Enforcement Services | 0 | 227,155 | 655,657 | 655,657 |
| TOTAL OPERATING TRANSFERS IN | 0 | 227,155 | 655,657 | 655,657 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>227,155</u> | <u>655,657</u> | <u>655,657</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 0 | 121,664 | 352,869 | 352,869 |
| 710105 Overtime | 0 | 10,000 | 20,000 | 20,000 |
| 710106 Stand-by Pay | 0 | 2,000 | 4,000 | 4,000 |
| 710107 Premium Pay | 0 | 2,000 | 4,000 | 4,000 |
| 710110 Uniform Allowance | 0 | 1,800 | 4,500 | 4,500 |
| 710200 Retirement | 0 | 60,454 | 176,893 | 176,893 |
| 710300 Health Insurance | 0 | 28,112 | 91,145 | 91,145 |
| 710400 Workers' Compensation Insurance | 1,000 | 1,000 | 2,000 | 2,000 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 1,000 | 227,030 | 655,407 | 655,407 |
| SERVICES & SUPPLIES | | | | |
| 720600 Insurance | 25 | 25 | 50 | 50 |
| 721900 Special Departmental Expense | 0 | 0 | 0 | 0 |
| 722016 Reimburse Day Meals | 0 | 100 | 200 | 200 |
| TOTAL SERVICES & SUPPLIES | 25 | 125 | 250 | 250 |
| <u>TOTAL EXPENDITURES</u> | <u>1,025</u> | <u>227,155</u> | <u>655,657</u> | <u>655,657</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>1,025</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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

661500 Law Enforcement Services (\$655,657) is recommended unchanged and is based on the current agreement for law enforcement services.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$352,869) are recommended increased \$231,205 based on the cost of recommended staffing. Pursuant to our Contract, we have added three additional Deputy Sheriff position to this ORG.

710105 Overtime (\$20,000) is recommended increased \$10,000 based on anticipated expenditures.

710106 Stand-By Pay (\$4,000) is recommended increased \$2,000 based on anticipated expenditures.

710107 Premium Pay (\$4,000) is recommended increased \$2,000 based on anticipated expenditures.

710110 Uniform Allowance (\$4,500) is recommended increased \$2,700 for uniform expense for safety employees.

710200 Retirement (\$176,893) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$91,145) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$2,000) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720600 Insurance (\$50) reflects the Department's contribution to the County's Self-Insured Liability Program.

722016 Reimburse Day Meals (\$200) is recommended for reimbursement of travel expenses.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF-RIVERSTONE DEVELOPMENT
 (04051)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22</u> <u>Authorized</u> <u>Positions</u> | | <u>2022-23</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 | - | 5.0 | - | 3.0 | - | A |
| TOTAL | | <u>2.0</u> | <u>-</u> | <u>5.0</u> | <u>-</u> | <u>3.0</u> | <u>-</u> | |

NOTES:

A Three (3) FTE Deputy Sheriff Basic or Deputy Sheriff Intermediate positions have been added pursuant to the contract established with Riverstone Development for law enforcement services

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF- TREE
 MORTALITY (04053)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 652700 State Disaster Relief | 1,457,874 | 457,492 | 1,000,000 | 1,000,000 |
| TOTAL INTERGOVERNMENTAL REVENUE | 1,457,874 | 457,492 | 1,000,000 | 1,000,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>1,457,874</u> | <u>457,492</u> | <u>1,000,000</u> | <u>1,000,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721400 Professional and Specialized Services | 0 | 457,492 | 1,000,000 | 1,000,000 |
| TOTAL SERVICES & SUPPLIES | 0 | 457,492 | 1,000,000 | 1,000,000 |
| INTRAFUND TRANSFERS | | | | |
| 770100 Intrafund Transfer | | 0 | | |
| TOTAL INTRAFUND TRANSFERS | 0 | 0 | 0 | 0 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>457,492</u> | <u>1,000,000</u> | <u>1,000,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(1,457,874)</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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** (\$1,000,000) is recommended based on the projected reimbursements from the California Office of Emergency Services for tree mortality operations.

SERVICES & SUPPLIES

721400 **Professional and Specialized Services** (\$1,000,000) is recommended established to pay for tree removal services.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF-CHUKCHANSI
 CASINO SVC (04054)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|-----------------------|------------------------------|----------------------------------|-------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661500 Law Enforcement Services | 719,352 | 0 | 0 | 0 |
| 662765 Services to Chukchansi Casino | 0 | 766,939 | 769,638 | 769,638 |
| TOTAL CHARGES FOR CURRENT SERVICES | 719,352 | 766,939 | 769,638 | 769,638 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>719,352</u> | <u>766,939</u> | <u>769,638</u> | <u>769,638</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 419,314 | 423,505 | 411,093 | 411,093 |
| 710105 Overtime | 45,427 | 45,900 | 45,900 | 45,900 |
| 710106 Stand-by Pay | 600 | 1,500 | 1,500 | 1,500 |
| 710107 Premium Pay | 68 | 0 | 0 | 0 |
| 710110 Uniform Allowance | 3,931 | 4,600 | 4,600 | 4,600 |
| 710200 Retirement | 183,936 | 189,918 | 205,442 | 205,442 |
| 710300 Health Insurance | 56,946 | 67,074 | 65,641 | 65,641 |
| 710400 Workers' Compensation Insurance | 4,016 | 4,016 | 4,016 | 4,016 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 714,238 | 736,513 | 738,192 | 738,192 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 2,657 | 1,714 | 3,000 | 3,000 |
| 720305 Microwave Radio Services | 10,000 | 10,000 | 10,000 | 10,000 |
| 720600 Insurance | 346 | 346 | 346 | 346 |
| 721601 Rents/Lse Co Vehicle | 12,751 | 15,266 | 17,231 | 17,231 |
| 721900 Special Departmental Expense | 0 | 3,000 | 3,000 | 3,000 |
| 722000 Transportation/Travel/Educ | 0 | 100 | 100 | 100 |
| TOTAL SERVICES & SUPPLIES | 25,753 | 30,426 | 33,677 | 33,677 |
| <u>TOTAL ESTIMATED EXPENDITURES</u> | <u>739,992</u> | <u>766,939</u> | <u>771,869</u> | <u>771,869</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>20,640</u> | <u>0</u> | <u>2,231</u> | <u>2,231</u> |

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** (\$769,638) is recommended based on the projected revenues received for providing law enforcement services to Chukchansi.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$411,093) are recommended unchanged 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** (\$205,442) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$65,641) 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** (\$3,000) is recommended increased \$1,286 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.
- 721601** **Rents & Leases - Equipment** (\$17,231) is recommended increased \$1,965 based on mileage increase and 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 2022-23**

Department: **SHERIFF-CHUKCHANSI
 CASINO SVC (04054)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General
 Chukchansi Reimbursement**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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. | 5.0 | - | 5.0 | - | - | - | |
| TOTAL | | 5.0 | - | 5.0 | - | - | - | |

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF- VCH LE SERVICES
 (04059)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|-----------------------|------------------------------|----------------------------------|-------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661500 Law Enforcement Services | 724,855 | 726,602 | 755,434 | 755,434 |
| TOTAL CHARGES FOR CURRENT SERVICES | 724855 | 726,602 | 755,434 | 755,434 |
| OTHER FINANCING RESOURCES | | | | |
| 657000 Federal-Other | 0 | 50,252 | 0 | 0 |
| TOTAL OTHER FINANCING RESOURCES | 0 | 50,252 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>724,855</u> | <u>776,854</u> | <u>755,434</u> | <u>755,434</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 446,948 | 468,310 | 515,810 | 515,810 |
| 710105 Overtime | 59,447 | 10,000 | 10,000 | 10,000 |
| 710106 Stand-by Pay | 1,785 | 0 | 0 | 0 |
| 710107 Premium Pay | 451 | 0 | 0 | 0 |
| 710110 Uniform Allowance | 5,355 | 5,400 | 5,400 | 5,400 |
| 710200 Retirement | 218,893 | 232,704 | 258,576 | 258,576 |
| 710300 Health Insurance | 47,560 | 58,940 | 80,728 | 80,728 |
| 710400 Workers' Compensation Insurance | 1,500 | 1,500 | 1,500 | 1,500 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 781,939 | 776,854 | 872,014 | 872,014 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 0 | 6,730 | 6,700 | 6,700 |
| 720600 Insurance | 50 | 50 | 50 | 50 |
| 721601 Rents/Lse Co Vehicle | 0 | 65,133 | 178,416 | 178,416 |
| 721900 Special Dept Exp | 36,222 | 10,000 | 20,000 | 20,000 |
| 722016 Reimburse Day Meals | 401 | 200 | 400 | 400 |
| TOTAL SERVICES & SUPPLIES | 36,673 | 75,383 | 205,566 | 205,566 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF- VCH LE SERVICES
 (04059)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| FIXED ASSETS | | | | |
| 740300 Equipment | 67,648 | 0 | 0 | 0 |
| TOTAL FIXED ASSETS | 67,648 | 0 | 0 | 0 |
| <u>TOTAL EXPENDITURES</u> | 886,260 | 852,237 | 1,077,580 | 1,077,580 |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>161,405</u> | <u>75,383</u> | <u>322,146</u> | <u>322,146</u> |

SHERIFF – VCH LE SERVICES

COMMENTS

This ORG was generated FY2019-20 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

661500 **Law Enforcement Services** (\$755,434) is recommended unchanged and is based on the current agreement for law enforcement services.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$515,810) is recommended increased by \$47,500 based on the cost of recommended staffing.

710105 **Overtime** (\$10,000) is recommended unchanged based on current-year expenditures.

710110 **Uniform Allowance** (\$5,400) is recommended unchanged based on the Corporal added through COPS Grant and current Fiscal Year expenses for uniform expense for safety employees.

710200 **Retirement** (\$258,576) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$80,728) 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 AND SUPPLIES

720300 **Communications** (\$6,700) is recommended based on cell phone usage and data charges for Deputies assigned to VCH.

720600 **Insurance** (\$50) reflects the Department's contribution to the County's Self-Insured Liability Program.

721601 **Rents/Lse Co Vehicle** (\$178,416) is recommended based on mileage paid to Fleet Services.

SERVICES AND SUPPLIES (Continued)

721900 **Special Dept Exp** (\$20,000) is recommended for miscellaneous equipment for Deputies assigned to VCH.

722016 **Reimburse Day Meals** (\$400) is recommended for reimbursement of travel expenses.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-VCH LE SERVICES
 (04059)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 Intermedicate P.O.S.T. | 4.0 | - | 4.0 | - | - | - | |
| 3321 | Sheriff's Sergeant | 1.0 | - | 1.0 | - | - | - | |
| 3327 | Sheriff's Corporal | 1.0 | - | 1.0 | - | - | - | |
| | TOTAL | 6.0 | - | 6.0 | - | - | - | |

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF-RURAL CRIME
 PREV TASK FORCE (04062)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--------------------------|-------------------------------------|---|--------------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OPERATING TRANSFERS IN | | | | |
| 680200 Operating Transfers In | 164,650 | 165,000 | 165,000 | 165,000 |
| TOTAL OPERATING TRANSFERS IN | 164,650 | 165,000 | 165,000 | 165,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>164,650</u> | <u>165,000</u> | <u>165,000</u> | <u>165,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 174,340 | 179,600 | 179,777 | 179,777 |
| 710105 Overtime | 36,359 | 20,000 | 30,000 | 30,000 |
| 710106 Standby Pay | 378 | 0 | 305 | 305 |
| 710107 Premium Pay | 407 | 0 | 500 | 500 |
| 710110 Uniform Allowance | 1,920 | 1,800 | 1,800 | 1,800 |
| 710200 Retirement | 83,578 | 92,893 | 90,122 | 90,122 |
| 710300 Health Insurance | 26,140 | 32,169 | 27,983 | 27,983 |
| 710400 Workers' Compensation Insurance | 49,541 | 43,879 | 56,604 | 56,604 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 372,662 | 370,341 | 387,091 | 387,091 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 2,243 | 3,500 | 3,500 | 3,500 |
| 720305 Microwave Radio Services | 2,000 | 2,000 | 2,000 | 2,000 |
| 720600 Insurance | 797 | 1,144 | 1,499 | 1,499 |
| 720800 Maintenance - Equipment | 100 | 0 | 0 | 0 |
| 721100 Memberships | 0 | 100 | 100 | 100 |
| 721300 Office Expense | 0 | 400 | 400 | 400 |
| 721600 Rents & Leases - Equipment | 0 | 0 | 0 | 0 |
| 721601 Rents & Leases - Co Vehicle | 28,933 | 29,541 | 33,433 | 33,433 |
| 721900 Special Departmental Expense | 0 | 200 | 200 | 200 |
| 722000 Transportation & Travel | 32 | 500 | 500 | 500 |
| TOTAL SERVICES & SUPPLIES | 34,105 | 37,385 | 41,632 | 41,632 |
| <u>TOTAL EXPENDITURES</u> | <u>406,767</u> | <u>407,726</u> | <u>428,723</u> | <u>428,723</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>242,117</u> | <u>242,726</u> | <u>263,723</u> | <u>263,723</u> |

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** (\$179,777) are recommended increased \$177 based on the cost of recommended staff.

710105 **Overtime** (\$30,000) is recommended increased \$10,000 based on current year expenditures.

710106 **Standby Pay** (\$305) is recommended based on current year expenditures.

710107 **Premium Pay** (\$500) is recommended based on current year expenditures.

710110 **Uniform Allowance** (\$1,800) is recommended unchanged to provide uniform expense payments to safety employees.

710200 **Retirement** (\$90,122) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$27,983) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$56,604) 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** (\$1,499) 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.
- 721601** **Rents & Leases - Equipment** (\$33,433) is recommended increased based on increase in mileage rate at central garage and 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 2022-23**

Department: **SHERIFF-RURAL CRIME
 PREV TASK FORCE (04062)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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. | 2.0 | - | 2.0 | - | - | - | |
| TOTAL | | <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 2022-23**

Department: **SHERIFF-CIVIL UNIT
(04064)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|----------------------------------|--|--|---|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661100 Civil Process Services | 19,549 | 38,000 | 30,000 | 30,000 |
| 662700 Other Charges for Services | 17,812 | 32,000 | 25,000 | 25,000 |
| TOTAL CHARGES FOR CURRENT SERVICES | 37,361 | 70,000 | 55,000 | 55,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>37,361</u> | <u>70,000</u> | <u>55,000</u> | <u>55,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 351,177 | 446,471 | 463,506 | 463,506 |
| 710103 Extra Help | 258 | 2,000 | 2,000 | 2,000 |
| 710105 Overtime | 27,417 | 12,000 | 25,000 | 25,000 |
| 710106 Stand-by Pay | 0 | 500 | 500 | 500 |
| 710107 Premium Pay | 712 | 0 | 0 | 0 |
| 710110 Uniform Allowance | 2,621 | 3,600 | 3,600 | 3,600 |
| 710200 Retirement | 153,491 | 228,955 | 232,356 | 232,356 |
| 710300 Health Insurance | 53,710 | 86,097 | 82,998 | 82,998 |
| 710400 Workers' Compensation Insurance | 3,227 | 2,500 | 3,225 | 3,225 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 592,613 | 782,123 | 813,185 | 813,185 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 3,271 | 8,000 | 8,000 | 8,000 |
| 720305 Microwave Radio Services | 3,000 | 3,000 | 3,000 | 3,000 |
| 720600 Insurance | 207 | 684 | 1,170 | 1,170 |
| 721300 Office Expense | 4,925 | 3,500 | 5,000 | 5,000 |
| 721400 Professional & Specialized Services | 8,069 | 8,000 | 8,500 | 8,500 |
| 721600 Rents & Leases - Equipment | 11,855 | 0 | 0 | 0 |
| 721601 Rents & Leases - Co Vehicle | 48,502 | 114,952 | 125,000 | 125,000 |
| 721900 Special Departmental Expense | 20,306 | 6,000 | 25,000 | 25,000 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-CIVIL UNIT
(04064)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|----------------------------------|--|--|---|
| SERVICES & SUPPLIES (continued) | | | | |
| 722000 Transportation & Travel | 3,577 | 7,958 | 10,500 | 10,500 |
| TOTAL SERVICES & SUPPLIES | 103,711 | 152,094 | 186,170 | 186,170 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 8,500 | 8,500 | 8,500 |
| TOTAL OTHER CHARGES | 0 | 8,500 | 8,500 | 8,500 |
| <u>TOTAL EXPENDITURES</u> | <u>696,324</u> | <u>942,717</u> | <u>1,007,855</u> | <u>1,007,855</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>658,963</u> | <u>872,717</u> | <u>952,855</u> | <u>952,855</u> |

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** (\$30,000) is recommended based on projected fee revenues to be received in the budget year.

662721 **PC 1205(D) ADMIN** (\$25,000) is recommended based on projected fee revenues to be received in the budget year.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$463,506) are recommended based on the cost of recommended.

710103 **Extra Help** (\$2,000) is recommended unchanged to provide coverage for vacation/sick relief and other services.

710105 **Overtime** (\$25,000) is recommended increased \$13,000 based on current expenditures and current workload.

710106 **Stand by Pay** (\$500) is recommended unchanged based on current expenditures.

710110 **Uniform Allowance** (\$3,600) is recommended unchanged for the payment of uniform expense for safety employees.

710200 **Retirement** (\$232,356) reflects the County's contribution to Social Security and the Public Employees' Retirement System for safety employees.

710300 **Health Insurance** (\$82,998) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$3,225) reflects the Sheriff's Office contribution to the County's Self-Insurance Internal Service Fund.

SHERIFF – CIVIL UNIT

SERVICES & SUPPLIES

- 720300** **Communications** (\$8,000) is recommended unchanged to pay for cell phone and data charges for the new Deputy and based on 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** (\$1,170) reflects the Sheriff's Office contribution to the County's Self-Insured Liability Program.
- 721300** **Office Expense** (\$5,000) is recommended increased \$1,500 for consumable office supplies.
- 721400** **Professional & Specialized Services** (\$8,500) is recommended increased \$500 to pay for specialized services and the new civil software maintenance agreement with Tyler Soft Code.
- 721601** **Rents & Leases – Co Vehicle** (\$125,000) is recommended increased \$10,048 to pay for mileage for the new Homeless Encampment Deputy, increased mileage rate at Central Garage and current Fiscal Year expenditures for Civil Unit vehicles leased from the County Central Garage.
- 721900** **Special Departmental Expense** (\$25,000) is recommended increased \$ 19,000 to pay for expenses for small tools and equipment and to purchase needed equipment to assist deputies with homeless encampments.
- 722000** **Transportation & Travel** (\$10,500) is recommended increased \$2,542 to provide technical training for the new Homeless Encampment Deputy and the various Deputies and Clerks assigned to this unit.

OTHER CHARGES

- 730330** **Rents & Leases – Equipment** (\$8,500) is recommended for lease of the copier.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-CIVIL UNIT
 (04064)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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. | 3.0 | - | 3.0 | - | - | - | |
| 3636 | Program Assistant I or | | | | | | | |
| 3637 | Program Assistant II or | | | | | | | |
| 3429 | Sheriff's Civil Specialist | 2.0 | - | 2.0 | - | - | - | |
| TOTAL | | 6.0 | - | 6.0 | - | - | - | |

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2021-22

Department: SHERIFF-OFF HWY VEH
 ENFRC GRANT (04066)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 CA OHMVR Grant

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|-----------------------|------------------------------|----------------------------------|-------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654064 State-Off Hwy Vehicle | 25,675 | 300,000 | 200,000 | 200,000 |
| TOTAL INTERGOVERNMENTAL REVENUE | 25,675 | 300,000 | 200,000 | 200,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>25,675</u> | <u>300,000</u> | <u>200,000</u> | <u>200,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710105 Overtime | 0 | 100,000 | 100,000 | 100,000 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 0 | 100,000 | 100,000 | 100,000 |
| SERVICES & SUPPLIES | | | | |
| 720800 Maintenance - Equipment | 821 | 5,000 | 5,000 | 5,000 |
| 721900 Special Departmental Expense | 6,551 | 75,000 | 75,000 | 75,000 |
| 722000 Transportation & Travel | 0 | 20,000 | 20,000 | 20,000 |
| TOTAL SERVICES & SUPPLIES | 7,372 | 100,000 | 100,000 | 100,000 |
| FIXED ASSETS | | | | |
| 740300 Equipment | 94,835 | 100,000 | 0 | 0 |
| TOTAL FIXED ASSETS | 94,835 | 100,000 | 0 | 0 |
| <u>TOTAL EXPENDITURES</u> | <u>102,207</u> | <u>300,000</u> | <u>200,000</u> | <u>200,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>76,532</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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 the 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 (\$100,000) is recommended to deliver commitments for Deputy Sheriff Overtime in OHV enforcement.

SERVICES & SUPPLIES

720800 Maintenance of Equipment (\$5,000) is recommended for the maintenance of OHV equipment purchased with OHV funds.

721900 Special Departmental Expense (\$75,000) is recommended for repairs, vehicle parts, safety gear, and other special program items.

722000 Transportation & Travel (\$20,000) is recommended to provide training for new OHV riders and for travel costs to OHMVR meetings/Training.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF- ANTI-DRUG
ABUSE GRANT (04070)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General
Byrne ADA Grant**

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 138,786 | 135,400 | 138,548 | 138,548 |
| 710105 Overtime | 30,235 | 23,250 | 25,000 | 25,000 |
| 710110 Uniform Allowance | 1,200 | 1,200 | 1,200 | 1,200 |
| 710200 Retirement | 63,431 | 63,190 | 64,909 | 64,909 |
| 710300 Health Insurance | 17,025 | 18,178 | 19,508 | 19,508 |
| 710400 Workers' Compensation Insurance | 11,027 | 9,767 | 12,599 | 12,599 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 261,703 | 250,985 | 261,764 | 261,764 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 0 | 500 | 750 | 750 |
| 720305 Microwave Radio Services | 2,000 | 2,000 | 2,000 | 2,000 |
| 720600 Insurance | 1 | 2 | 2 | 2 |
| 721400 Professional and Specialized Services | 0 | 16,000 | 16,000 | 16,000 |
| 721900 Special Departmental Expense | 33,542 | 17,000 | 17,000 | 17,000 |
| 722000 Transportation & Travel | 0 | 3,000 | 3,000 | 3,000 |
| TOTAL SERVICES & SUPPLIES | 35,543 | 38,502 | 38,752 | 38,752 |
| <u>TOTAL EXPENDITURES</u> | <u>297,247</u> | <u>289,487</u> | <u>300,516</u> | <u>300,516</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>297,247</u> | <u>289,487</u> | <u>300,516</u> | <u>300,516</u> |

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 requested to fund this program with county discretionary revenues for Fiscal Year 2022-2023.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$138,584) are recommended based on the cost of recommended staffing levels.
- 710105** **Overtime** (\$25,000) 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** (\$64,909) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$19,508) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$12,599) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 730200** **Communications** (\$750) is recommended increased \$250 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** (\$2) 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 2022-23**

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>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | |
| TOTAL | | <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 2022-23

Department: SHERIFF-CAL-MMET
 PROGRAM (04071)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|-----------------------|------------------------------|----------------------------------|-------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 188,684 | 188,684 | 188,684 | 188,684 |
| TOTAL OTHER FINANCING SOURCES | 188,684 | 188,684 | 188,684 | 188,684 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>188,684</u> | <u>188,684</u> | <u>188,684</u> | <u>188,684</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 176,905 | 177,560 | 181,463 | 181,463 |
| 710105 Overtime | 38,319 | 20,000 | 20,000 | 20,000 |
| 710106 Stand-by Pay | 0 | 300 | 300 | 300 |
| 710110 Uniform Allowance | 1,800 | 2,400 | 1,800 | 1,800 |
| 710200 Retirement | 89,727 | 87,737 | 90,968 | 90,968 |
| 710300 Health Insurance | 8,513 | 18,178 | 10,954 | 10,954 |
| 710400 Workers' Compensation Insurance | 1,807 | 1,401 | 1,807 | 1,807 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 317,070 | 307,576 | 307,292 | 307,292 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 1,067 | 1,800 | 1,800 | 1,800 |
| 720305 Microwave Radio Services | 4,000 | 4,000 | 4,000 | 4,000 |
| 721300 Office Expense | 4,683 | 2,000 | 2,000 | 2,000 |
| 721601 Rents and Leases - Equipment | 22,502 | 35,620 | 40,205 | 40,205 |
| 721900 Special Departmental Expense | 15,422 | 2,000 | 2,000 | 2,000 |
| 722000 Transportation & Travel | 0 | 3,500 | 3,500 | 3,500 |
| TOTAL SERVICES & SUPPLIES | 47,674 | 48,920 | 53,505 | 53,505 |
| <u>TOTAL EXPENDITURES</u> | <u>364,744</u> | <u>356,496</u> | <u>360,797</u> | <u>360,797</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>176,060</u> | <u>167,812</u> | <u>172,113</u> | <u>172,113</u> |

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** (\$181,463) are recommended 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** (\$1,800) is recommended based on staffing levels.

710200 **Retirement** (\$90,968) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$10,954) 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.
- 721601** **Rents and Leases – Equipment** (\$40,205) increased due to an increase in mile rate on rental of vehicles from Central Garage.
- 721900** **Special Departmental Expense** (\$2,000) is recommended unchanged based on current year expenditures.
- 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 2022-23

Department: SHERIFF-CAL-MMET
 PROGRAM (04071)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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. | 2.0 | - | 2.0 | - | - | - | |
| | TOTAL | <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 2022-23

Department: SHERIFF-JSTC ASSTNC
 GRANT (04072)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 JAG Grant

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 657081 FED - JUSTICE ASST GRANT | 28,553 | 60,000 | 70,000 | 70,000 |
| TOTAL INTERGOVERNMENTAL REVENUE | 28,553 | 60,000 | 70,000 | 70,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>28,553</u> | <u>60,000</u> | <u>70,000</u> | <u>70,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721300 Office Expenses | 0 | | | |
| 721900 Special Departmental Expense | 974 | 60,000 | 70,000 | 70,000 |
| TOTAL SERVICES & SUPPLIES | 974 | 60,000 | 70,000 | 70,000 |
| <u>TOTAL EXPENDITURES</u> | <u>974</u> | <u>60,000</u> | <u>70,000</u> | <u>70,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(27,579)</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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** (\$70,000) is recommended based on the projected available funding from the grant.

SERVICES & SUPPLIES

721900 **Special Departmental Expense** (\$70,000) 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 2022-23**

Department: **SHERIFF-COURT SECURITY
(04074)**
Function: **Public Protection**
Activity: **Police Protection**
Fund: **General**

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 1,794,180 | 1,467,000 | 1,498,538 | 1,498,538 |
| TOTAL OTHER FINANCING SOURCES | 1,794,180 | 1,467,000 | 1,498,538 | 1,498,538 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>1,794,180</u> | <u>1,467,000</u> | <u>1,498,538</u> | <u>1,498,538</u> |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 975,630 | 1,094,301 | 1,103,436 | 1,103,436 |
| 710103 Extra Help | 3,342 | 3,000 | 3,000 | 3,000 |
| 710105 Overtime | 84,886 | 15,600 | 15,600 | 15,600 |
| 710106 Stand-by Pay | 646 | 3,200 | 3,200 | 3,200 |
| 710107 Premium Pay | 2,736 | 0 | 0 | 0 |
| 710110 Uniform Allowance | 11,331 | 13,500 | 12,500 | 12,500 |
| 710111 Bonus | 4,000 | 0 | 0 | 0 |
| 710200 Retirement | 479,041 | 487,812 | 553,153 | 553,153 |
| 710300 Health Insurance | 142,509 | 157,048 | 148,010 | 148,010 |
| 710400 Workers' Compensation Insurance | 29,035 | 29,035 | 29,035 | 29,035 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 1,733,156 | 1,803,496 | 1,867,934 | 1,867,934 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 9,792 | 17,000 | 17,000 | 17,000 |
| 720305 Microwave Radio Services | 18,000 | 18,000 | 18,000 | 18,000 |
| 720600 Insurance | 1,862 | 1,862 | 2,328 | 2,328 |
| 721300 Office Expense | 831 | 1,000 | 1,000 | 1,000 |
| 721601 Rents/Lse - Co Vehicle | 8,726 | 25,443 | 42,443 | 42,443 |
| 721900 Special Departmental Expense | 28,195 | 21,000 | 30,000 | 30,000 |
| 722000 Transportation & Travel | 1,577 | 10,000 | 10,000 | 10,000 |
| TOTAL SERVICES & SUPPLIES | 68,982 | 94,305 | 120,771 | 120,771 |
| <u>TOTAL EXPENDITURES</u> | <u>1,802,138</u> | <u>1,897,801</u> | <u>1,988,705</u> | <u>1,988,705</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>7,958</u> | <u>430,801</u> | <u>490,167</u> | <u>490,167</u> |

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 (\$1,498,538) 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 (\$1,103,436) are recommended 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 Stand-by Pay (\$3,200) is recommended unchanged based on current usage.

710110 Uniform Allowance (\$12,500) is recommended unchanged for uniform expense of safety employees.

710200 Retirement (\$553,153) is the County contribution to Social Security and the Public Employees' Retirement System for safety employees.

710300 Health Insurance (\$148,010) 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** (\$2,328) 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.
- 721601** **Rents & Leases - Equipment** (\$42,443) is recommended increased \$17,000 due to mileage rate increase from Fleet Services for fleet mileage expense for the court vehicle.
- 721900** **Special Departmental Expense** (\$30,000) is recommended increased \$9,000 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 2022-23**

Department: **SHERIFF-COURT SECURITY
 (04074)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | |
| TOTAL | | <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 2022-23

Department: SHERIFF- JAG BSCC 601-19
 (04076)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 657000 Federal - Other | 51,669 | 0 | 0 | 0 |
| TOTAL INTERGOVERNMENTAL REVENUE | 51,669 | 0 | 0 | 0 |
| MISCELLANEOUS REVENUE | | | | |
| 673903 Miscellaneous Revenue | 35,499 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 35,499 | 0 | 0 | 0 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 680200 Operating Transfers In | 0 | 220,000 | 220,000 | 220,000 |
| TOTAL CHARGES FOR CURRENT SERVICES | 0 | 220,000 | 220,000 | 220,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>87,168</u> | <u>220,000</u> | <u>220,000</u> | <u>220,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 86,863 | 92,418 | 84,613 | 84,613 |
| 710105 Overtime | 9,559 | 2,000 | 15,000 | 15,000 |
| 710106 Stand-by Pay | 149 | 0 | 500 | 500 |
| 710107 Premium Pay | 780 | 400 | 780 | 780 |
| 710110 Uniform Allowance | 900 | 900 | 900 | 900 |
| 710200 Retirement | 40,004 | 40,600 | 42,426 | 42,426 |
| 710300 Health Insurance | 14,811 | 15,817 | 18,229 | 18,229 |
| 710400 Workers' Compensation Insurance | 1,800 | 1,800 | 1,800 | 1,800 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 154,865 | 153,935 | 164,248 | 164,248 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF- JAG BSCC 601-19
 (04076)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 553 | 1,000 | 1,000 | 1,000 |
| 721300 Office Expense | 0 | 6,000 | 6,000 | 6,000 |
| 721400 Professional & Specialized Services | 12,000 | 12,000 | 12,000 | 12,000 |
| 721601 Rents & Leases - Co Vehicles | 0 | 10,177 | 10,177 | 10,177 |
| 721900 Special Departmental Expense | 27,995 | 70,000 | 70,000 | 70,000 |
| 722000 Transportation/Travel/Educ | 1,245 | 10,000 | 10,000 | 10,000 |
| TOTAL SERVICES & SUPPLIES | 41,792 | 109,177 | 109,177 | 109,177 |
| FIXED ASSETS | | | | |
| 740300 Equipment | 0 | 60,000 | 0 | 0 |
| TOTAL FIXED ASSETS | 0 | 60,000 | 0 | 0 |
| <u>TOTAL ESTIMATED EXPENDITURES</u> | 196,658 | 323,112 | 273,425 | 273,425 |
| <u>NET COUNTY COST (EXP - REV)</u> | 109,490 | 103,112 | 53,425 | 53,425 |

COMMENTS

This budget funds a Human Trafficking Deputy Sheriff and operating expenses through a grant with Board of State Community Corrections. This is a three-year grant that expired 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** (\$84,613) are recommended based on the cost of recommended staff.

710105 **Overtime** (\$15,000) is recommended based on prior year expenditures.

710106 **Standby Pay** (\$500) is recommended based on prior year expenditures.

710107 **Premium Pay** (\$780) is recommended based on prior year expenditures.

710110 **Uniform Allowance** (\$900) is recommended unchanged to provide uniform expense payments to safety employees.

710200 **Retirement** (\$42,426) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$18,229) 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 unchanged for cell phone and data charges.
- 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** (\$10,177) is recommended for fleet mileage expense.
- 721900 **Special Departmental Expense** (\$70,000) is recommended unchanged to pay for miscellaneous small tools and equipment.
- 722000 **Transportation/Travel/Education** (\$10,000) is recommended unchanged for reimbursement of travel expenses.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23**

Department: SHERIFF-JAG BSCC 601-19
 (04076)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | |
| TOTAL | | <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 2022-23

Department: SHRF-CaIOES
 #2019-0035 (04077)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 SHSGP #2019-0035 Grant

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 657111 Federal Homeland Security Grant | 0 | 84,604 | 84,604 | 84,604 |
| TOTAL INTERGOVERNMENTAL REVENUE | 0 | 84,604 | 84,604 | 84,604 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>84,604</u> | <u>84,604</u> | <u>84,604</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721306 Equipment<FA Limit | 0 | 46,604 | 46,604 | 46,604 |
| TOTAL SERVICES & SUPPLIES | 0 | 46,604 | 46,604 | 46,604 |
| FIXED ASSETS | | | | |
| 740300 Equipment | 92,276 | 38,000 | 38,000 | 38,000 |
| TOTAL FIXED ASSETS | 92,276 | 38,000 | 38,000 | 38,000 |
| <u>TOTAL EXPENDITURES</u> | <u>92,276</u> | <u>84,604</u> | <u>84,604</u> | <u>84,604</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>92,276</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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.

ESTIMATED REVENUES

657111 **FED – HOMELAND SECURITY GRANT** (\$84,604) is recommended based on the actual balance of the 2019 Homeland Security Grant.

SERVICES & SUPPLIES

721306 **Eqpt<FA Limit** (\$46,604) is recommended for purchase of first responder safety equipment. Specific items are approved by CalOES.

FIXED ASSETS

740300 **Fixed Assets-Equipment** (\$38,000) 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 2022-23 is recommended.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHRF-CaIOES
 #2020-0095 (04078)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 SHSGP #2020-0095 Grant

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 657111 Federal Homeland Security Grant | 0 | 238,657 | 214,077 | 214,077 |
| TOTAL INTERGOVERNMENTAL REVENUE | 0 | 238,657 | 214,077 | 214,077 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>238,657</u> | <u>214,077</u> | <u>214,077</u> |
| <u>EXPENDITURES</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721306 Equipment<FA Limit | 0 | 60,157 | 60,157 | 60,157 |
| 721400 Professional & Specialized Services | 0 | 25,000 | 420 | 420 |
| 722000 Transportation & Travel | 0 | 3,000 | 0 | 0 |
| TOTAL SERVICES & SUPPLIES | 0 | 88,157 | 60,577 | 60,577 |
| FIXED ASSETS | | | | |
| 740300 Equipment | 0 | 153,500 | 153,500 | 153,500 |
| TOTAL FIXED ASSETS | 0 | 153,500 | 153,500 | 153,500 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>241,657</u> | <u>214,077</u> | <u>214,077</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>3,000</u> | <u>0</u> | <u>0</u> |

COMMENTS

This budget implements State Homeland Security Grant #2020-0095 program under Org Key 04078. 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** (\$214,077) is recommended based on the actual balance of the 2020 Homeland Security Grant.

SERVICES & SUPPLIES

721306 **Equipment<FA Limit** (\$60,157) is recommended unchanged for purchase of first responder safety equipment. Specific items are approved by CalOES.

721400 **Professional and Specialized Services** (\$420) is recommended reduced \$24,580 for purchase of first responder safety equipment. Specific items are approved by CalOES.

FIXED ASSETS

740300 **Fixed Assets-Equipment** (\$153,500) is recommended unchanged to cover fixed asset purchases approved by the Anti-Terrorism Task Force and funded by CalOES under grant #2020-0095.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHRF-CaIOES
 #2021-0081 (04079)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 SHSGP #2021-0081 Grant

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 657111 Federal Homeland Security Grant | 0 | | 230,538 | 230,538 |
| TOTAL INTERGOVERNMENTAL REVENUE | 0 | 0 | 230,538 | 230,538 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>0</u> | <u>230,538</u> | <u>230,538</u> |
| <u>EXPENDITURES</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721400 Professional & Specialized Services | 0 | 0 | 60,000 | 60,000 |
| 721900 Special Departmental | 0 | 0 | 23,200 | 23,200 |
| TOTAL SERVICES & SUPPLIES | 0 | 0 | 83,200 | 83,200 |
| FIXED ASSETS | | | | |
| 740300 Equipment | 0 | 0 | 147,338 | 147,338 |
| TOTAL FIXED ASSETS | 0 | 0 | 147,338 | 147,338 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>0</u> | <u>230,538</u> | <u>230,538</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

COMMENTS

This budget implements State Homeland Security Grant #2021-0081 program under Org Key 04079. 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** (\$230,538) is recommended based on the actual balance of the 2020 Homeland Security Grant.

SERVICES & SUPPLIES

721400 **Professional and Specialized Services** (\$60,000) is recommended for purchase of first responder safety equipment. Specific items are approved by CalOES.

721900 **Special Departmental** (\$23,200) is recommended for the purchase of supplies specified by the grant.

FIXED ASSETS

740300 **Fixed Assets-Equipment** (\$147,338) is recommended to cover fixed asset purchases approved by the Anti-Terrorism Task Force and funded by CalOES under grant #2021-0081. Appropriation in FY 2022-23 is recommended.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF-OCJP NET
 PROJECT (04090)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 Asset Forfeiture Trust

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|--|----------------------|------------------------------|----------------------------------|-------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| MISCELLANEOUS REVENUE | | | | |
| 673400 Misc Rev - TR Funds | 96,757 | 189,000 | 102,000 | 102,000 |
| 673300 Contributions & Donations | 0 | 60,000 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 96,757 | 249,000 | 102,000 | 102,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>96,757</u> | <u>249,000</u> | <u>102,000</u> | <u>102,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 7,988 | 8,000 | 10,000 | 10,000 |
| 720500 Household Expenses | 2,675 | 2,000 | 3,000 | 3,000 |
| 720800 Maintenance - Equipment | 4,737 | 6,000 | 6,000 | 6,000 |
| 721300 Office Expense | 604 | 5,000 | 5,000 | 5,000 |
| 721400 Professional & Specialized Services | 0 | 10,000 | 10,000 | 10,000 |
| 721600 Rents & Leases - Equipment | 9,645 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 18,011 | 10,000 | 20,000 | 20,000 |
| 722000 Transportation & Travel | 4,384 | 23,000 | 23,000 | 23,000 |
| TOTAL SERVICES & SUPPLIES | 48,044 | 64,000 | 77,000 | 77,000 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 25,000 | 25,000 | 25,000 |
| TOTAL OTHER CHARGES | 0 | 25,000 | 25,000 | 25,000 |
| FIXED ASSETS | | | | |
| 740300 Equipment/Furniture | 0 | 160,000 | 0 | 0 |
| TOTAL FIXED ASSETS | 0 | 160,000 | 0 | 0 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF-OCJP NET
 PROJECT (04090)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 Asset Forfeiture Trust

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|------------------------------------|---------------------------|---------------------------------------|---|--|
| <u>TOTAL EXPENDITURES</u> | <u>48,044</u> | <u>249,000</u> | <u>102,000</u> | <u>102,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(48,713)</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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** (\$102,000) is recommended unchanged from the current fiscal year and represents available funding from the asset forfeiture funds.

SERVICES & SUPPLIES

720300 **Communications** (\$10,000) is recommended increased \$2,000 for NET communication expenses.

720500 **Household Expenses** (\$3,000) is recommended increased \$1,000 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.

721900 **Special Departmental Expense** (\$20,000) is recommended increased \$10,000 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.

OTHER CHARGES

730330 **Rents & Leases – 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.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF-US DOJ
 COPS- LEMHWA (04091)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 LEMHWA Contribution

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OPERATING TRANSFERS IN | | | | |
| 680200 Operating Transfers In | 0 | 62,458 | 96,824 | 96,824 |
| TOTAL OPERATING TRANSFERS IN | 0 | 62,458 | 96,824 | 96,824 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>62,458</u> | <u>96,824</u> | <u>96,824</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710105 Overtime | 0 | 21,360 | 42,720 | 42,720 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 0 | 21,360 | 42,720 | 42,720 |
| SERVICES & SUPPLIES | | | | |
| 721300 Office Expense | 0 | 2,420 | 4,840 | 4,840 |
| 721400 Professional & Specialized Services | 0 | 20,000 | 20,000 | 20,000 |
| 722000 Transportation & Travel | 0 | 18,678 | 29,264 | 29,264 |
| TOTAL SERVICES & SUPPLIES | 0 | 41,098 | 54,104 | 54,104 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>62,458</u> | <u>96,824</u> | <u>96,824</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

COMMENTS

This budget funds Overtime for a Deputy Sheriff assigned to the Peer Support Team and operating expenses through a grant with the Department of Justice LEMHWA. This is a two-year grant that expires on August 31, 2023. ORG 04091 was created and funded mid-year FY 2022-23.

ESTIMATED REVENUES

680200 **OPERATING TRANSFERS IN** (\$96,824) is recommended and is based on the projected available realignment funding from the law enforcement services subaccount.

SALARIES & EMPLOYEE BENEFITS

710105 **Overtime** (\$42,720) is recommended based on grant expenditures.

SERVICES & SUPPLIES

721300 **Office Expense** (\$4,840) is recommended for miscellaneous office supplies.

721400 **Professional & Specialized Services** (\$20,000) is recommended for contracted services

722000 **Transportation/Travel/Education** (\$29,264) is recommended for reimbursement of travel expenses.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF-US DOJ
 COPS- CPD (04092)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 LEMHWA Contribution

| | <u>ACTUAL</u> 2020-21 | <u>BOARD</u> <u>APPROVED</u> 2021-22 | <u>DEPARTMENT</u> <u>REQUEST</u> 2022-23 | <u>CAO</u> <u>RECOMMENDED</u> 2022-23 |
|---|--------------------------|--|--|---|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OPERATING TRANSFERS IN | | | | |
| 680200 Operating Transfers In | 0 | 0 | 249,903 | 249,903 |
| TOTAL OPERATING TRANSFERS IN | 0 | 0 | 249,903 | 249,903 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>0</u> | <u>249,903</u> | <u>249,903</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721300 Office Expense | 0 | 0 | 2,400 | 2,400 |
| 721900 Special Departmental Expense | 0 | 0 | 11,500 | 11,500 |
| TOTAL SERVICES & SUPPLIES | 0 | 0 | 13,900 | 13,900 |
| INTRAFUND TRANSFERS | | | | |
| 770100 Intrafund Transfers Out | 0 | 0 | 236,003 | 236,003 |
| TOTAL INTRAFUND TRANSFERS | 0 | 0 | 236,003 | 236,003 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>0</u> | <u>249,903</u> | <u>249,903</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

COMMENTS

This budget reimburses BHS for a portion of two BHS Case Managers and one Licensed Mental Health Clinician and funds operating expenses through a grant with the Department of Justice CPD. This is a two-year grant that expires on August 31, 2023. ORG 04092 was created and funded mid-year FY 2022-23.

ESTIMATED REVENUES

680200 **OPERATING TRANSFERS IN** (\$249,903) is recommended and is based on the projected available realignment funding from the law enforcement services subaccount.

SERVICES & SUPPLIES

721300 **Office Expense** (\$2,400) is recommended for miscellaneous office supplies.

721400 **Professional & Specialized Services** (\$11,500) is recommended for contracted services

INTRAFUND TRANSFERS

770100 **Intrafund Transfers Out** (\$236,003) is recommended for reimbursement to BHS for portions of Case Managers and Licensed Mental Health Clinician time.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHERIFF-SAMHAS
 MHAT (04093)
 Function: Public Protection
 Activity: Police Protection
 Fund: General
 MHAT Contribution

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 657000 Federal - Other | 0 | 125,000 | 125,000 | 125,000 |
| TOTAL INTERGOVERNMENTAL REVENUE | 0 | 125,000 | 125,000 | 125,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>125,000</u> | <u>125,000</u> | <u>125,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 0 | 74,963 | 81,463 | 81,463 |
| 710110 Uniform Allowance | 0 | 0 | 900 | 900 |
| 710200 Retirement | 0 | 46,882 | 40,837 | 40,837 |
| 710300 Health Insurance | 0 | 0 | 18,229 | 18,229 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 0 | 121,845 | 141,429 | 141,429 |
| SERVICES & SUPPLIES | | | | |
| 721300 Office Expense | 0 | 1,547 | 1,547 | 1,547 |
| 721900 Special Departmental Expense | 0 | 1,608 | 1,608 | 1,608 |
| TOTAL SERVICES & SUPPLIES | 0 | 3,155 | 3,155 | 3,155 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>125,000</u> | <u>144,584</u> | <u>144,584</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>19,584</u> | <u>19,584</u> |

COMMENTS

This budget funds a Deputy Sheriff to be the CIT Program Coordinator and operating expenses through a grant with the Substance Abuse Health Services Administration Mental Health Awareness Training. This is a five-year grant. ORG 04093 was created and funded mid-year FY 2021-22.

ESTIMATED REVENUES

680200 **OPERATING TRANSFERS IN** (\$125,000) is recommended and is based on the projected available realignment funding from the law enforcement services subaccount.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$81,463) are recommended based on the cost of recommended staff.

710110 **Uniform Allowance** (\$900) is recommended unchanged to provide uniform expense payments to safety employees.

710200 **Retirement** (\$40,837) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$18,229) is based on the employer's share of health insurance premiums.

SERVICES & SUPPLIES

721300 **Office Expense** (\$1,547) is recommended for miscellaneous office supplies.

721900 **Special Departmental** (\$1,608) is recommended for contracted services

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-SAMHSA MHAT
 (04093)**
 Function: **Public Protection**
 Activity: **Police Protection**
 Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | |
| TOTAL | | <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 EXPENDITURE DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: SHRF-Peace Officer Memorial Fund
 (64320)
 Function: Public Protection
 Activity: Police Protection
 Fund: General

| | <u>ACTUAL</u> <u>2020-2021</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|-----------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| TRUST REVENUE | | | | |
| 601000 Trust Revenue | 0 | 1,000 | 1,000 | 1,000 |
| TOTAL REVENUE | 0 | 1,000 | 1,000 | 1,000 |
| REVENUE FROM USE OF MONEY/PROP | | | | |
| 640101 Interest on Cash | 22 | 100 | 25 | 25 |
| TOTAL REVENUE | 22 | 100 | 25 | 25 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>22</u> | <u>1,100</u> | <u>1,025</u> | <u>1,025</u> |
| SERVICES & SUPPLIES | | | | |
| 721900 Special Departmental Expense | 0 | 1,100 | 1,025 | 1,025 |
| TOTAL SERVICES & SUPPLIES | 0 | 1,100 | 1,025 | 1,025 |
| TOTAL EXPENDITURES | <u>0</u> | <u>1,100</u> | <u>1,025</u> | <u>1,025</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(22)</u> | <u>0</u> | <u>0</u> | <u>0</u> |

COMMENTS

These funds are donations made to the Peace Officer Memorial Fund and utilized strictly on the Peace Officer Memorial located at Courthouse Park.

REVENUE

601000 **Trust Fund Revenue** (\$1,000) is recommended unchanged.

640101 **Interest on Cash** (\$25) is recommended.

SERVICES & SUPPLIES

721900 **Special Departmental Expense** (\$1,025) is recommended to pay for incidentals.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-JAIL
(04610)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 651300 State - Mental Health | 51,000 | 51,000 | 51,000 | 51,000 |
| 654000 State - Other | 271,515 | 251,617 | 300,000 | 300,000 |
| 657000 Federal - Other | 0 | 100,000 | 100,000 | 100,000 |
| TOTAL INTERGOVERNMENTAL REVENUE | 322,515 | 402,617 | 451,000 | 451,000 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661816 Inmate Medical Copay | 3,748 | 0 | 0 | 0 |
| 662700 Other Charges for Services | 4,930 | 35,000 | 35,000 | 35,000 |
| 662900 DLY Jail Cnfn Cost PC 1203.1c | 99,133 | 159,000 | 165,000 | 165,000 |
| TOTAL CHARGES FOR CURRENT SERVICES | 107,811 | 194,000 | 200,000 | 200,000 |
| MISCELLANEOUS REVENUE | | | | |
| 673400 Misc Rev - TR Funds | 44,820 | 50,000 | 50,000 | 50,000 |
| 673900 Misc Reimbursement - Other | 447 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 45,268 | 50,000 | 50,000 | 50,000 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 5,345,183 | 2,224,000 | 2,960,000 | 2,960,000 |
| TOTAL OTHER FINANCING SOURCES | 5,345,183 | 2,224,000 | 2,960,000 | 2,960,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>5,820,777</u> | <u>2,870,617</u> | <u>3,661,000</u> | <u>3,661,000</u> |

EXPENDITURES:

| | | | | |
|------------------------------|-----------|-----------|-----------|-----------|
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 5,998,011 | 6,782,844 | 7,435,780 | 7,435,780 |
| 710103 Temporary Salaries | 40,014 | 0 | 0 | 0 |
| 710105 Overtime | 551,825 | 300,000 | 600,000 | 300,000 |
| 710106 Stand-by Pay | 5,101 | 40,000 | 60,000 | 60,000 |
| 710107 Premium Pay | 42,360 | 0 | 0 | 0 |
| 710110 Uniform Allowance | 75,988 | 86,000 | 90,500 | 90,500 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-JAIL
(04610)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|--|---------------------------|---------------------------------------|---|--|
| SALARIES & EMPLOYEE BENEFITS (continued) | | | | |
| 710200 Retirement | 2,843,134 | 3,301,171 | 3,567,683 | 3,567,683 |
| 710300 Health Insurance | 980,260 | 1,324,974 | 1,417,025 | 1,417,025 |
| 710400 Workers' Compensation Insurance | 377,073 | 333,979 | 430,833 | 430,833 |
| <i>Salary Savings (5%)</i> | | | | <i>(550,173)</i> |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 10,913,765 | 12,168,968 | 13,601,821 | 12,751,648 |
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing & Personal Supplies | 21,915 | 61,000 | 61,000 | 61,000 |
| 720300 Communications | 12,265 | 17,000 | 17,000 | 17,000 |
| 720305 Microwave Radio Services | 18,884 | 23,000 | 23,000 | 23,000 |
| 720500 Household Expense | 134,748 | 108,580 | 116,000 | 116,000 |
| 720600 Insurance | 284,134 | 347,415 | 250,561 | 250,561 |
| 720800 Maintenance - Equipment | 296,617 | 215,000 | 380,000 | 380,000 |
| 721000 Medical, Dental & Lab Supplies | 29,576 | 37,000 | 65,000 | 65,000 |
| 721100 Memberships | 0 | 500 | 500 | 500 |
| 721300 Office Expense | 29,922 | 40,000 | 60,000 | 60,000 |
| 721400 Professional & Specialized Services | 91,240 | 66,908 | 66,908 | 66,908 |
| 721430 Prof. & Specialized - Inmate Medical Services | 3,931,333 | 4,157,416 | 4,305,284 | 4,305,284 |
| 721431 Prof. & Specialized - Food Services | 955,849 | 1,196,747 | 1,244,617 | 1,244,617 |
| 721601 Rents & Leases - County Vehicle | 49,266 | 111,300 | 116,865 | 116,865 |
| 721602 Rents & Leases - Other Equipment | 57,678 | 0 | 60,000 | 60,000 |
| 721800 Small Tools & Instruments | 0 | 200 | 200 | 200 |
| 721900 Special Departmental Expense | 14,519 | 50,000 | 70,000 | 70,000 |
| 722000 Transportation & Travel/Education | 32,688 | 35,000 | 35,000 | 35,000 |
| 722001 Transportation - Prisoners | 69 | 5,000 | 5,000 | 5,000 |
| 722100 Utilities | 469,075 | 325,000 | 480,000 | 480,000 |
| TOTAL SERVICES & SUPPLIES | 6,429,779 | 6,797,066 | 7,356,935 | 7,356,935 |
| OTHER CHARGES | | | | |
| 730300 Rents & Leases - Equipment | 0 | 60,000 | 60,000 | 60,000 |
| 731305 Contributions to Other Agencies | 10,360 | 0 | 0 | 0 |
| TOTAL OTHER CHARGES | 10,360 | 60,000 | 60,000 | 60,000 |
| TOTAL EXPENDITURES | 17,353,904 | 19,026,034 | 21,018,756 | 20,168,583 |
| NET COUNTY COST (EXP - REV) | 11,533,127 | 16,155,417 | 17,357,756 | 16,507,583 |

SHERIFF – JAIL DIVISION

COMMENTS

The Sheriff's Office – Jail Division 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 454 for FY 2022 - 2023 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 Sheriff's Department – Jail Division.

In March 2020, the Jail Division 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

| | <u>Actual</u> <u>2020-21</u> | <u>Estimated</u> <u>2021-22</u> | <u>Projected</u> <u>2022-23</u> |
|---------------------------------|---------------------------------|------------------------------------|------------------------------------|
| Average Daily Inmate Population | 417 | 431 | 454 |
| Bookings | 4,586 | 4,300 | 4,403 |

SHERIFF – JAIL DIVISION

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** (\$300,000) is recommended based on 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 this period of greatly reduced CDCR intake of county jails inmates due to the pandemic COVID emergency.
- 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** (\$165,000) is recommended based on the current fiscal year and projected jail incarceration fees to be collected in the budget year.
- 673400** **Misc. Revenue TR Funds** (\$50,000) is recommended based on the current fiscal year and reflects the projected transfers from the Jail Inmate Trust. (Reference 731305 Contributions to Other Agencies)
- 680200** **Operating Transfers In** (\$2,960,000) is recommend based on the current fiscal year and reflects projected revenues from AB 109 (\$1,900,000) and Prop 69 (\$100,000) and projected booking fees (\$60,000) for FY 2022-23, and reimbursement from the American Rescue Plan Act “ARPA” (\$900,000).

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$7,435,780) reflects a recommended increase of \$652,936 from the current fiscal year based on the projected costs of the recommended staff allocations.

SALARIES & EMPLOYEE BENEFITS (continued)

710105 **Overtime** (\$300,000) reflects a recommended increase of \$300,000 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. It is also used to cover extra duties and workloads in order to comply with State and County Health and Safety regulations as a result of the COVID pandemic.

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** (\$60,000) is recommended increased \$20,000 from the current fiscal year based on the anticipated number of officers to be hired in Fiscal Year 2022-23. 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** (\$90,500) is recommended. 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** (\$3,567,683) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$1,417,025) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$430,833) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$61,000) is recommended unchanged from the current fiscal year based on projected inmate population for FY 2021-22, 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, toothpaste, writing paper, etc.).
- 720300** **Communications** (\$17,000) 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** (\$116,000) is recommended increased \$7,420 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 \$31,420 annually).
- 720600** **Insurance** (\$250,561) is recommended for the Department's contribution to the County's Self-Insured Liability Program (\$231,415) and also includes an appropriation (approximately \$116,000) to pay the annual premium for the County's Catastrophic Inmate Medical Insurance plan.
- 720800** **Maintenance - Equipment** (\$380,000) is recommended increased \$165,000 from the current fiscal year for maintenance or repair of California Law Enforcement Teletype System (CLETS), Lexipol policy annual subscription, 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.

SERVICES & SUPPLIES (continued)

- 721000** **Medical, Dental & Laboratory Supplies** (\$65,000) reflects an increase of \$28,000 from the current fiscal year. This increase is funded from acct. 720800 and is necessitated by increased product cost in due to COVID-19. 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** (\$60,000) is recommended increased \$20,000 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:
- \$ 30,908 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.

SERVICES & SUPPLIES (continued)

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

\$10,000 Psychological Examinations: As required by state law for all Correctional Officer applicants. An estimated 25 examinations will be given in Fiscal Year 2021-22.

\$10,000 Polygraph Examinations: Administered to all Correctional Officer applicants. An estimated 50 examinations will be given in Fiscal Year 2021-22. 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 2021-22.

\$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** (\$4,305,284) reflects a recommended increase of \$147,868 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 \$352,891.26.

721431 **Inmate Food Services** (\$1,244,617) is recommended increased \$47,870 from the current fiscal year due to current and projected inmate population as impacted by AB 109 and Proposition 47 and the estimated number of meals for Fiscal Year 2022-23 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** (\$116,865) is recommended increased 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 2022-23, it is estimated the annual mileage will be 179,792 miles @ 0.65 plus fuel and oil. The department continues to utilize TOPIC (Transportation of Prisoners in Cooperation) which has helped reduce transportation costs. Additional vehicle rental costs from Central Garage.

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.

SERVICES & SUPPLIES (continued)

- 721900** **Special Departmental Expense** (\$70,000) is recommended increased \$20,000 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 new employee uniforms, badge replacement, shoulder and star patch replacement, duty gear, belly chains, leg irons, handcuffs, replacement of broken restraint equipment, new and/or replacement flashlights, handheld 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 miscellaneous small equipment.
- 722000** **Transportation and Travel** (\$35,000) is recommended unchanged 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.
- 722001** **Transportation - Prisoners** (\$5,000) is recommended unchanged 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** (\$480,000) is recommended increased \$155,000 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

730330 **Rents & Leases – Equipment** (\$60,000) is recommended for 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.

Note: All services and supplies budget appropriations are based on a projected ADP of 495 inmates for Fiscal Year 2022-23. Contract rates are based on escalation clauses and agreed to capital increases.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-JAIL DIVISION
(04610)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 2.0 | 2.0 | A |
| 3610 | Administrative Assistant | 1.0 | - | - | - | 1.0 | - | A |
| 3205 | Administrative Analyst I or | - | - | - | - | - | - | |
| 3206 | Administrative Analyst II | - | - | 3.0 | - | (3.0) | - | A |
| 3131 | Assistant Corrections Director | 1.0 | - | 1.0 | - | - | - | |
| 4131 | Assistant Sheriff | 1.0 | - | 1.0 | - | - | - | |
| 3377 | Business Systems Information Analyst I or | | | | | | | |
| 3378 | Business Systems Information Analyst II | 1.0 | - | 1.0 | - | - | - | |
| 3823 | Building Crafts & Maintenance Worker I | | | | | | | |
| 3822 | Building Crafts & Maintenance Worker II | 1.0 | - | 1.0 | - | - | - | |
| 3433 | Correctional Corporal | 9.0 | - | 11.0 | - | (2.0) | - | B |
| 3255 | Correctional Lieutenant | 2.0 | - | 2.0 | - | - | - | |
| 3431 | Correctional Officer I or | | | | | | | |
| 3432 | Correctional Officer II | 81.0 | 7.0 | 81.0 | 2.0 | - | 5.0 | C |
| 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 | 1.0 | 1.0 | E |
| 3351 | Human Resources Technician I or | | | | | | | |
| 3352 | Human Resources Technician II | 2.0 | - | 2.0 | - | - | - | |
| 3636 | Program Assistant I or | | | | | | | |
| 3637 | Program Assistant II | 5.0 | - | 4.0 | - | 1.0 | - | D |

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **SHERIFF-JAIL DIVISION
(04610)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

| | <u>2021-22 Authorized Positions</u> | | <u>2022-23 Proposed Positions</u> | | <u>Y-O-Y Changes in Positions</u> | | |
|-------------------------------|--|------------|--|------------|--|--------------|----------|
| 3638 Program Assistant I or | | | | | | | |
| 3639 Program Assistant II | | - | | - | - | - | |
| 3654 Senior Program Assistant | - | - | 1.0 | - | (1.0) | - | D |
| TOTAL | 120.0 | 8.0 | 121.0 | 6.0 | 1.0 | (2.0) | |

NOTES:

- A** Two (2) FTE Accounting Technician I/II positions and one (1) FTE Administrative Assistant were converted to three (3) FTE Administrative Analysts in FY21-22
- B** Two (2) FTE Correctional Corporals have been added for FY22-23 to provide flexibility to accommodate long-term leaves. The total number of filled FTE's at this level should not surpass nine (9) FTEs
- C** Five (5) FTE Correctional Officer I/II were funded in the 4th quarter of FY21-22
- D** One (1) FTE Program Assistant I/II is being flexed up to the Senior level
- E** Position is being unfunded for FY22-23

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: DOC CITIZENS OPN
 PUB SAFETY (04630)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--------------------------|-------------------------------------|---|--------------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 53,904 | 75,000 | 75,000 | 75,000 |
| TOTAL OTHER FINANCING SOURCES | 53,904 | 75,000 | 75,000 | 75,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>53,904</u> | <u>75,000</u> | <u>75,000</u> | <u>75,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 720800 Maintenance - Equipment | 18,530 | 30,000 | 30,000 | 30,000 |
| 721900 Special Departmental Expense | 32,256 | 45,000 | 45,000 | 45,000 |
| TOTAL SERVICES & SUPPLIES | 50,786 | 75,000 | 75,000 | 75,000 |
| <u>TOTAL EXPENDITURES</u> | <u>50,786</u> | <u>75,000</u> | <u>75,000</u> | <u>75,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(3,118)</u> | <u>0</u> | <u>0</u> | <u>0</u> |

SHERIFF – JAIL DIVISION 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** (\$75,000) is recommended based on the current fiscal year for the Sheriff – Jail Division Citizens Option for Public Safety Program.

SERVICES & SUPPLIES

720800 **Maintenance - Equipment** (\$30,000) is recommended unchanged from 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 office equipment.

721900 **Special Departmental Expense** (\$45,000) is recommended unchanged from 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 2022-23

Department: JUVENILE HALL
 (04720)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--------------------------|-------------------------------------|---|--------------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| FINES, FORFEITURES & PENALTIES | | | | |
| 630200 Other Court Fines | 98 | 4,000 | 0 | 0 |
| TOTAL FINES, FORFEITURES & PENALTIES | 98 | 4,000 | 0 | 0 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 657013 FED - CH FOOD PROG JUV HALL | 43,086 | 65,000 | 72,000 | 72,000 |
| TOTAL INTERGOVERNMENTAL REVENUE | 43,086 | 65,000 | 72,000 | 72,000 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Financing Sources | 811,932 | 250,000 | 756,377 | 756,377 |
| TOTAL MISCELLANEOUS REVENUE | 811,932 | 250,000 | 756,377 | 756,377 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>855,115</u> | <u>319,000</u> | <u>828,377</u> | <u>828,377</u> |

EXPENDITURES:

| | | | | |
|--|-----------|-----------|-----------|-----------|
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 2,262,075 | 2,248,596 | 2,601,195 | 2,601,195 |
| 710103 Extra Help | 139,867 | 237,991 | 260,000 | 260,000 |
| 710105 Overtime | 160,236 | 175,000 | 183,750 | 183,750 |
| 710106 Stand-by Pay | 30 | 8,500 | 9,000 | 9,000 |
| 710107 Premium Pay | 11,127 | 11,000 | 11,500 | 11,500 |
| 710110 Uniform Allowance | 27,067 | 28,800 | 28,800 | 28,800 |
| 710200 Retirement | 1,076,578 | 1,160,346 | 1,287,788 | 1,287,788 |
| 710300 Health Insurance | 415,693 | 471,133 | 551,034 | 551,034 |
| 710400 Workers' Compensation Insurance | 204,261 | 204,261 | 233,383 | 233,383 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: JUVENILE HALL
 (04720)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> (194,449) |
|---|--------------------------|-------------------------------------|---|---|
| Salary Savings (5%) | | | | |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 4,296,932 | 4,545,627 | 5,166,450 | 4,972,001 |
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing & Personal Supplies | 14,085 | 18,000 | 25,000 | 25,000 |
| 720300 Communications | 5,528 | 5,000 | 10,000 | 10,000 |
| 720500 Household Expense | 51,343 | 45,000 | 60,000 | 60,000 |
| 720600 Insurance | 2,975 | 2,975 | 5,594 | 5,594 |
| 720800 Maintenance - Equipment | 16,621 | 5,500 | 5,500 | 5,500 |
| 720900 Maintenance - Structures & Grounds | 911 | 1,000 | 1,000 | 1,000 |
| 721100 Memberships | 90 | 35 | 35 | 35 |
| 721300 Office Expense | 10,611 | 5,000 | 5,500 | 5,500 |
| 721400 Professional & Specialized Services | 623,056 | 813,000 | 916,845 | 916,845 |
| 721600 Rents & Leases - Equipment | 8,573 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 2,881 | 10,000 | 11,000 | 11,000 |
| 722000 Transportation & Travel | 1,252 | 4,000 | 4,000 | 4,000 |
| 722100 Utilities | 57,857 | 37,000 | 60,000 | 60,000 |
| TOTAL SERVICES & SUPPLIES | 795,783 | 946,510 | 1,104,474 | 1,104,474 |
| OTHER CHARGES | | | | |
| 730330 Lease - Principal (GASB 87) | 0 | 10,000 | 10,000 | 10,000 |
| 740200 Buildings and Improvements | 0 | 0 | 94,000 | 94,000 |
| TOTAL OTHER CHARGES | 0 | 10,000 | 104,000 | 104,000 |
| <u>TOTAL EXPENDITURES</u> | <u>5,092,715</u> | <u>5,502,137</u> | <u>6,374,924</u> | <u>6,180,475</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>4,237,600</u> | <u>5,183,137</u> | <u>5,546,547</u> | <u>5,352,098</u> |

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 standalone 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 a ten-bed Administrative Segregation (Ad-Seg) housing unit. The Ad-Seg unit is now used as a medical observation Unit or Unit 3, is operated only as needed and may be staffed in part by the scheduling of extra help officers. Additionally, Senate Bill 823, passed in 2020, prospectively realigned the Division of Juvenile Justice (DJJ) population from the State to California Counties effective July 1, 2021. The realignment target population (up to age 25) brings both new challenges and opportunities. The bill created the SB 823 Subcommittee of the Juvenile Justice Coordinating Council. This Subcommittee has convened to consider the requirements of WIC 1995 and developed the Madera County Juvenile Justice Realignment Plan to succeed in providing safety and services to this population.

ESTIMATED REVENUES

- 630200** **Welfare & Institution Codes 903 & 904** (\$0) is recommended reduced \$4,000 as State law changed where parents are no longer responsible for juvenile in custody fees.
- 657013** **Federal - Child Food Program** (\$72,000) is recommended increased \$7,000 from the current fiscal year based on the Department's receipt of funds from the Federal Child Food Program.
- 680200** **Operating Financing Sources** (\$756,377) is recommended for State funds for SB 823 Juvenile Justice Realignment for salaries and benefits, services and supplies, and infrastructure related to the SB 823 Board approved plan.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$2,601,195) is recommended increased \$352,599 based on recommended staffing levels and funding of three previously unfunded Juvenile Detention Officer positions and adding one Probation Program Specialist which will be reimbursed by funding from SB 823 DJJ Realignment.

JUVENILE DETENTION FACILITY

SALARIES & EMPLOYEE BENEFITS (continued)

- 710103** **Extra Help** (\$260,000) is recommended increased \$22,009 for six 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.
- 710105** **Overtime** (\$183,750) is recommended increased \$8,750 to account for increase in salaries 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 45 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 workday would require, thus reducing retirement, health benefits and other payroll costs.
- 710106** **Standby & Night Premium** (\$9,000) is recommended increased \$500 to account for increase in salaries.
- 710107** **Premium Pay** (\$11,500) is recommended increased \$500 based on current year needs.
- 710110** **Uniform Allowance** (\$28,800) is recommended unchanged.
- 710200** **Retirement** (\$1,287,788) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$551,034) is based on the County's anticipated contribution for employee health care costs.
- 710400** **Workers' Compensation** (\$233,383) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

JUVENILE DETENTION FACILITY

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$25,000) is recommended increased \$7,000 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** (\$10,000) is recommended increased by \$5,000 due to CPI increases for telephone cost of this Department, including the monthly cost for Wireless service and the Live-Scan digital fingerprinting system.
- 720500** **Household Expense** (\$60,000) is recommended increased by \$15,000 due to inflation and based on current need for garbage pickup and items such as latex gloves, bedding, mattresses, antibacterial janitorial supplies, laundry service, and additional PPE.
- 720600** **Insurance** (\$5,594) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$5,500) is recommended unchanged 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** (\$5,500) is recommended increased \$500 due to inflation, to purchase necessary items including computers, printers, furniture, law books, and general office supplies.
- 721400** **Professional & Specialized Services** (\$916,845) is recommended increased \$103,845 to cover annual medical and food contract increases and SB823 YFPG contracted Workforce and re-entry services. The SB823 costs are reimbursed fully by the grant. This account also includes funding for electronic monitoring (house arrest), Lexipol, private security, background investigations, psychological evaluations on prospective employees and annual inspections as required by Title 15 Regulations.
- 721900** **Special Departmental Expense** (\$11,000) is recommended unchanged for the purchase of radios, batteries, safety equipment, riot gear, handcuffs, waist chains, pepper spray and other items.

JUVENILE DETENTION FACILITY

SERVICES & SUPPLIES (continued)

722000 Transportation & Travel (\$4,000) is recommended unchanged for registration fees of mandated training.

722100 Utilities (\$60,000) is recommended increased \$23,000 based on prior year average and the anticipated increase of gas and electricity and newly installed water meters.

OTHER CHARGES

721600 Lease-Principal (GASB 87) (\$10,000) is recommended increased unchanged for the rental of vehicles from Central Garage and copy machine lease.

740200 Buildings and Improvements (\$94,000) is recommended increased \$94,000 for the construction costs related to the SB 823 DJJ Realignment Plan, which will be reimbursed by SB 823 funds.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **JUVENILE HALL
 (04720)**
 Function: **Public Protection**
 Activity: **Detention & Correction**
 Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | |
| 3104 | Deputy Chief Probation Officer | 1.0 | - | 1.0 | - | - | - | |
| 3461 | Juvenile Detention Officer I or | | | | | | | |
| 3462 | Juvenile Detention Officer II | 28.0 | 4.0 | 31.0 | 1.0 | 3.0 | (3.0) | A |
| 3463 | Juvenile Detention Officer III | 6.0 | - | 6.0 | - | - | - | |
| 3258 | Juvenile Detention Officer Supervisor | 4.0 | - | 4.0 | - | - | - | |
| 3527 | Probation Program Specialist | - | - | 1.0 | - | 1.0 | - | B |
| 3636 | Program Assistant I or | | | | | | | |
| 3637 | Program Assistant II | 1.0 | - | 1.0 | - | - | - | |
| | | | | | | | | |
| | TOTAL | 41.0 | 4.0 | 45.0 | 1.0 | 4.0 | (3.0) | |

NOTES:

- A** Funding three (3) FTE JDOs with state funding.
- B** Funding one (1) FTE Probation Program Specialist with state funding.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PROBATION
(04710)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| FINES, FORFEITURES & PENALTIES | | | | |
| 630306 RESTITUTION FINE REBATE 10% | 18,983 | 25,000 | 25,000 | 25,000 |
| TOTAL FINES, FORFEITURES & PENALTIES | 18,983 | 25,000 | 25,000 | 25,000 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 652503 ST - PRISON CRIMES REIMB | 108,293 | 140,000 | 140,000 | 140,000 |
| 652505 ST - C J S S REALIGNMENT | 750,000 | 750,000 | 750,000 | 750,000 |
| 652507 ST - TANF GRANT-PROBATION | 0 | 575,000 | 0 | 0 |
| 654007 ST - CORR TRAINING SB 924 | 57,601 | 53,000 | 60,000 | 60,000 |
| 655209 FED - MEDI CAL ADM/TRGT CS MGM | 0 | 35,000 | 35,000 | 35,000 |
| 657016 FED - PROBATION IVE RECOVERY | 147,066 | 135,000 | 135,000 | 135,000 |
| 657044 FED - HEALTH TARGETED CASE | 71,023 | 0 | 0 | 0 |
| TOTAL INTERGOVERNMENTAL REVENUE | 1,133,983 | 1,688,000 | 1,120,000 | 1,120,000 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661502 BOOKING FEES - COUNTY | 682 | 430 | 0 | 0 |
| 662304 WORK FURLOUGH | 1,244 | 2,500 | 0 | 0 |
| 662716 PROB COLLECTION FEES | 21,381 | 23,000 | 0 | 0 |
| 662717 COMMUNITY SERVICE FEES | 365 | 456 | 0 | 0 |
| 662718 PROB DRUG SCREENING | 2,703 | 4,500 | 0 | 0 |
| 662719 PROB ELECTRONIC MONITORING | 1,022 | 946 | 0 | 0 |
| 662720 PROBATION SERVICES | 176,354 | 138,997 | 0 | 0 |
| 662721 PC 1205(D) ADMIN | 39,465 | 60,000 | 0 | 0 |
| 662722 PUBLIC DEFENDER FEE | 91,614 | 107,053 | 0 | 0 |
| 662735 PROB SVCS - REPORTS | 89,115 | 67,963 | 0 | 0 |
| TOTAL CHARGES FOR CURRENT SERVICES | 423,944 | 405,845 | 0 | 0 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 INTRAFUND REVENUE | 107,114 | 0 | 397,254 | 397,254 |
| 673000 MISCELLANEOUS | 5,015 | 0 | 309,637 | 309,637 |
| TOTAL MISCELLANEOUS REVENUE | 112,129 | 0 | 706,891 | 706,891 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PROBATION
(04710)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|----------------------------------|--|--|---|
| OTHER FINANCING SOURCES | | | | |
| 680200 OPERATING TRANSFERS IN | 602,742 | 187,108 | 618,819 | 618,819 |
| TOTAL OTHER FINANCING SOURCES | 602,742 | 187,108 | 618,819 | 618,819 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>2,291,780</u> | <u>2,305,953</u> | <u>2,470,710</u> | <u>2,470,710</u> |
| <u>EXPENDITURES</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 2,686,351 | 2,481,556 | 3,166,420 | 3,166,420 |
| 710103 Extra Help | 4,627 | 0 | 0 | 0 |
| 710105 Overtime | 17,669 | 0 | 0 | 0 |
| 710107 Premium Pay | 2,640 | 2,500 | 3,000 | 3,000 |
| 710200 Retirement | 1,168,463 | 1,183,569 | 1,528,708 | 1,528,708 |
| 710300 Health Insurance | 411,390 | 390,694 | 515,097 | 515,097 |
| 710400 Workers' Compensation Insurance | 105,993 | 143,023 | 145,000 | 145,000 |
| <i>Salary Savings (5%)</i> | | | | (234,756) |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 4,397,134 | 4,201,342 | 5,358,225 | 5,123,469 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 24,926 | 25,000 | 26,200 | 26,200 |
| 720305 Microwave Radio Services | 0 | 24,550 | 23,680 | 23,680 |
| 720500 Household Expenses | 6,345 | 4,000 | 6,500 | 6,500 |
| 720600 Insurance | 14,044 | 22,154 | 22,154 | 22,154 |
| 720800 Maintenance - Equipment | 0 | 1,000 | 1,000 | 1,000 |
| 721000 Medical, Dental & Lab Supplies | 1,226 | 3,000 | 23,000 | 23,000 |
| 721100 Memberships | 6,183 | 5,000 | 5,000 | 5,000 |
| 721300 Office Expense | 18,227 | 15,000 | 82,500 | 82,500 |
| 721400 Professional & Specialized Services | 93,972 | 153,122 | 290,000 | 290,000 |
| 721600 Rents & Leases - Equipment | 50,813 | 0 | 0 | 0 |
| 721601 Rents & Leases - Co Vehicles | 7,241 | 15,358 | 38,300 | 38,300 |
| 721900 Special Departmental Expense | 88,577 | 50,000 | 57,000 | 57,000 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PROBATION
(04710)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| SERVICES & SUPPLIES (continued) | | | | |
| 721905 SB 924 Training | 55,278 | 50,000 | 60,000 | 60,000 |
| 722000 Transportation, Travel & Education | 2,577 | 22,500 | 57,500 | 57,500 |
| TOTAL SERVICES & SUPPLIES | 369,410 | 390,684 | 692,834 | 692,834 |
| OTHER CHARGES | | | | |
| 730100 Support & Care of Persons | 107,440 | 120,000 | 96,000 | 96,000 |
| 730330 Lease - Principal (GASB 87) | 0 | 54,176 | 54,176 | 54,176 |
| 731400 Interfund Expenses | 0 | 0 | 22,500 | 22,500 |
| TOTAL OTHER CHARGES | 107,440 | 174,176 | 172,676 | 172,676 |
| INTRAFUND TRANSFER | | | | |
| 770100 Intrafund Transfer | 7,896 | 40,000 | 40,000 | 40,000 |
| TOTAL INTRAFUND TRANSFER | 7,896 | 40,000 | 40,000 | 40,000 |
| <u>TOTAL EXPENDITURES</u> | <u>4,881,880</u> | <u>4,806,202</u> | <u>6,263,735</u> | <u>6,028,979</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>2,590,100</u> | <u>2,500,249</u> | <u>3,793,025</u> | <u>3,558,269</u> |

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.
- **Adult Drug Court** - Adult Drug Court to enhance Madera County's non-operational post-plea Felony Drug Court (FDC) program into an operational pre-plea diversion model. The program will be overseen by a Diversion Drug Court Team, which includes representatives from the Madera County Probation Department, Behavioral Health Services Department (BHS), the District Attorney's Office (DA), as well as the Superior Court. The proposed Diversion Drug Court will be open to eligible offenders charged with misdemeanor and felony drug-related offenses and expects to service between 100-150 individuals. In 2019-2020, 1,146 of the 6,838 arrests in Madera County were for drug-related charges. The treatment program will occur over a 9 to 12-month period and provide a variety addiction treatment, counseling, educational, and workforce development programs, including use of a CBT curriculum and referrals to contracted MAT and NTP service providers for participants

COMMENTS (continued)

ADULTS (continued)

requiring opioid addiction treatment. Successful completion of the drug court will entitle a defendant to a dismissal of the related drug charge(s) and/or avoidance of prison time under California PC 1001.95.

The County’s previous FDC program, funded through state realignment funds, has been non-operational for several years due to a variety of factors related to changes in California criminal justice legislation, lack of funding, and internal organizational issues. These federal funds the hiring of a specialized Deputy Probation Officer to work as the main point of contact for the Diversion Drug Court team, improving communication/coordination between involved agencies, supporting goals and objectives of the proposed project, while providing intensive supervision of the participant, including needs assessment and case plan development. No other federal funding sources are being leveraged, although the County is providing in-kind matching funds totaling \$183,000 drawn from existing staff time for a behavioral health counselor, probation supervisor, and other county staff participating in the Diversion Drug Court program.

- **Pretrial** - California Senate Bill 129 amends the Budget Act of 2021 to provide \$140 million in funding for "the implementation and operation of ongoing court programs and practices that promote the safe, efficient, fair, and timely pretrial release of individuals booked into jail," along with \$70 million to expand a pretrial pilot program funded with one-time resources in the 2019 Budget. SB 129 requires the Judicial Council of California to distribute this funding to 58 California courts and county supervision agencies, providing them with the resources necessary to assist judicial officers in making pretrial release decisions based on the least restrictive conditions, while ensuring public safety.

The probation department will be the agency responsible for pretrial services in Madera County in collaboration with the judiciary, the District Attorney's Office, and the Madera County Sheriff's Office-Jail Division. The probation department will conduct investigative interviews with potential release candidates through an interview process and will use a validated pretrial risk assessment instrument for objective decision making based on the results of the assessment. The assessment will measure the specific risks and supervision needs associated with a recommendation to release or detain a defendant.

WORKLOAD

| | <u>Actual</u> <u>2020-21</u> | <u>Estimated</u> <u>2021-22</u> | <u>Projected</u> <u>2022-23</u> |
|-------------------------------|---|--|--|
| Superior Court Investigations | 1,770 | 1,800 | 2,000 |
| Juvenile Court Disposition | 421 | 500 | 600 |
| Juvenile Referrals | 564 | 650 | 700 |

PROBATION

Caseload

| | | | |
|-------------------|-------|-------|-------|
| Adult Caseload | 2,000 | 2,048 | 2,500 |
| Juvenile Caseload | 450 | 500 | 550 |

| | 7/1/20-6/30/21 | | 7/1/21-12/31/22 | |
|---------------------------|----------------|------------------|-----------------|------------------|
| Drug Test Analysis | Tested | Positives | Tested | Positives |
| Adults | <u>1,940</u> | <u>294 = 15%</u> | 408 | 73= 18% |
| Juveniles | <u>176</u> | <u>19 = 11%</u> | 188 | 23= 12% |

ESTIMATED REVENUES

- 630306** **Restitution Fine Rebate** (\$25,000) is recommended unchanged from the current fiscal year.
- 652503** **Prison Crimes Reimbursement** (\$140,000) is recommended unchanged from the current fiscal year.
- 652505** **CJSS Realignment** (\$750,000) is recommended unchanged from the current fiscal year.
- 652507** **Juvenile Probation Camp Funding & Activities** (\$0) is recommended decreased \$575,000 from the current fiscal year estimates due to no longer needing to reimburse the General Fund in 2022-2023.
- 654007** **SB 924** (\$60,000) is recommended increased \$ 7,000 based on projected staffing levels.
- 655209** **MAA/TCM** (\$35,000) is recommended unchanged based on current year projections.
- 657016** **Title IV-E** (\$135,000) 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** (\$0) is recommended reduced \$430 based on legislation, the County no longer has the authority to collect fees contained in AB 177 as of January 1, 2022.
- 662304** **Work Furlough** (\$0) is recommended reduced \$2,500 based on legislation, the County no longer has the authority to collect fees contained in AB 177 as of January 1, 2022.

PROBATION

ESTIMATED REVENUES (continued)

- 662716** **Probation Collection Fees** (\$0) is recommended reduced \$23,000 based on legislation, the County no longer has the authority to collect fees contained in AB 177 as of January 1, 2022.
- 662717** **Community Service Fees** (\$0) is recommended reduced \$456 based on legislation, the County no longer has the authority to collect fees contained in AB 177 as of January 1, 2022.
- 662718** **Probation Drug Screening** (\$0) is recommended reduced \$4,500 on legislation, the County no longer has the authority to collect fees contained in AB 177 as of January 1, 2022.
- 662719** **Probation Electronic Monitoring** (\$0) is recommended reduced \$946 based on legislation, the County no longer has the authority to collect fees contained in AB 177 as of January 1, 2022.
- 662720** **Probation Services** (\$0) is recommended reduced \$138,997 on legislation, the County no longer has the authority to collect fees contained in AB 177 as of January 1, 2022.
- 662721** **PC 1205(D)** (\$0) is recommended reduced \$60,000 on legislation, the County no longer has the authority to collect fees contained in AB 177 as of January 1, 2022.
- 662722** **Public Defender Fee** (\$0) is recommended reduced \$107,053 based on legislation, the County no longer has the authority to collect fees contained in AB 177 as of January 1, 2022.
- 662735** **Probation Services Reports** (\$0) is recommended reduced \$67,963 based on legislation, the County no longer has the authority to collect fees contained in AB 177 as of January 1, 2022.
- 670000** **Intrafund Revenue** (\$397,254) is recommended increased (\$282,254) for reimbursement of Adult Drug Court expenses revenue and reimbursements for department services.
- 673000** **Miscellaneous** (\$309,637) is recommended for AB 1869 Criminal Fees Backfill, as a result of lost revenues from the repeal of various criminal fees.
- 680200** **Operating Transfers In** (\$618,819) is recommended increased \$431,711 for reimbursement of Pretrial Services expenses and for revenue from Madera County Behavioral Health Services for 1 FTE Deputy Probation Officer for FDC services and one AOD Counselor.

PROBATION

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$3,166,420) are recommended increased \$684,864 based on recommended staffing levels and funding one DPO positions for Adult Drug Court and two DPO positions for Pretrial, which are reimbursable from Federal and State funds. Additional funding of positions is from salary savings in the previous fiscal year.
- 710107** **Premium Pay** (\$3,000) is recommended increased \$500 based on cost for bilingual pay per the MOU.
- 710200** **Retirement** (\$1,528,708) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$515,097) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$145,000) reflects the Department's contribution to the County's Self-Insurance Internal Service.

SERVICES & SUPPLIES

- 720300** **Communications** (\$26,200) is recommended increased \$1,200 for phone, air cards, and Remote Security Access costs. The increase will be reimbursed by Pretrial funding. 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** (\$23,680) is recommended decreased \$870 for the Department's contribution to the Internal Service Fund for 2022-2023 based on the number of radios in this Department utilizing the County's microwave radio network.
- 720500** **Household** (\$6,500) is recommended increased \$2,500 for the increased rates in the cost of garbage collection from the various Probation locations.
- 720600** **Insurance** (\$22,154) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$1,000) is recommended unchanged for maintenance agreements for office equipment, including computer equipment, various repairs, leased county vehicle maintenance, and phone maintenance.

SERVICES & SUPPLIES (continued)

721000 **Medical, Dental & Laboratory Supplies** (\$23,000) is recommended increased \$20,000 for the increased costs and volume of purchases for specimen cups, envelopes for drug testing, gloves, and PPEs. 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** (\$82,500) is recommended increased \$67,500 for general office supplies, subscriptions, law books, and costs related to the monthly billing process of the Probation Revenue Division, Adult Drug Court and Pretrial services. Approximately \$67,000 is reimbursable from Federal and State funds.

721400 **Professional & Specialized Services** (\$290,000) is recommended increased \$98,878 for the following contracted services and technical services. The Pretrial (\$104,658) amount will be reimbursed through State grants.

- JBI, Inc Title IVE claiming (\$18,000)
- Automon Case Management System (\$112,621)
- Columbia Ultimate Collection System Maintenance/RevQ (\$12,000)
- Crime Time Online Legal Research (\$2,500)
- Grant Merchantile Recovery of Delinquent Debt [\$2,000 (a decrease of \$8,000)]
- Lexipol (\$14,000)
- Pretrial Services, includes Automon AIMS Pretrial (\$104,658)
- Adult Drug Court Services (\$20,000)

This account also funds background checks and evaluations on potential employees (\$4,221). 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-Accurant.

SERVICES & SUPPLIES (continued)

- 721601** **Rents & Leases – Co Vehicles** (\$38,300) is recommended for the rental of vehicles from the Central Garage. Estimated 2022-23 mileage for leased vehicles is 47,009 miles, and accounts for one vehicle for the Adult Drug Court and one for Pretrial services. Approximately \$13,300 is reimbursable from Federal and State funds.
- 721900** **Special Departmental Expense** (\$57,000) is recommended increased \$7,000 due to additional costs for Pretrial services, which is reimbursed through State funds. 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 (\$10,000) 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); 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** (\$60,000) is recommended increased \$10,000 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 2022-2023.
- 722000** **Transportation & Travel** (\$57,500) is recommended increased \$35,000 for additional training and travel for Adult Drug Court and Pretrial services. This increase is reimbursable from Federal and State funds. Included in this account is \$8,000 for training expenses such as mileage reimbursements, lodging, registration, and meals. Also included is \$7,000 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** (\$96,000) is recommended reduced \$24,000 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 4 juveniles incarcerated for the entire 2022-2023 fiscal year.
- 730330** **Lease – Principal (GASB 87)** (\$54,176) is recommended for the lease of copy machines.
- 731400** **Interfund Expenses** (\$22,500) is recommended for the cost of Justice Center VoIP network expense.

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 2022-23**

Department: **PROBATION
(04700)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 1.0 | - | - | (1.0) | A |
| 3349 | Accounting Technician I or | | | | | - | - | |
| 3354 | Accounting Technician II | | | | | - | - | |
| 3353 | Senior Accounting Technician | - | - | 1.0 | - | 1.0 | - | A |
| 3205 | Administrative Analyst I or | | | | | - | - | |
| 3206 | Administrative Analyst II | 1.0 | - | 1.0 | - | - | - | |
| 3205 | Administrative Analyst I or | | | | | | | |
| 3206 | Administrative Analyst II or | | | | | | | |
| 3209 | Senior Administrative Analyst or | | | | | | | |
| 4126 | Principal Administrative Analyst | - | 0.5 | 1.0 | - | | (0.5) | E |
| 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 | 11.0 | 7.0 | 17.0 | 3.0 | 6.0 | (4.0) | C |
| 3257 | Deputy Probation Officer Supervisor | 4.0 | 1.0 | 5.0 | 1.0 | 1.0 | - | B |
| 3527 | Probation Program Specialist | - | 1.0 | - | 1.0 | - | - | |
| 3511 | Probation Technician I or | | | | | | | |
| 3512 | Probation Technician II | 2.0 | - | 2.0 | - | - | - | |
| 3636 | Program Assistant I or | | | | | | | |
| 3637 | Program Assistant II | 5.0 | 2.0 | 6.0 | 2.0 | 1.0 | - | D |
| 3140 | Revenue Services Manager | 1.0 | - | 1.0 | - | - | - | |
| 3319 | Senior Deputy Probation Officer | 4.0 | - | 4.0 | - | - | - | |

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PROBATION
(04700)**
 Function: **Public Protection**
 Activity: **Detention & Correction**
 Fund: **General**

| | 2021-22 Authorized Positions | | 2022-23 Proposed Positions | | Y-O-Y Changes in Positions | |
|-------------------------------|---|-------------|---|------------|---|--------------|
| 3654 Senior Program Assistant | 2.0 | - | 2.0 | - | - | - |
| TOTAL | 34.0 | 12.5 | 44.0 | 7.0 | 10.0 | (5.5) |

NOTES:

- A** Allocating unfunded Accounting Technician to flex staffed Accounting Technician I/II/Senior
- B** Allocating Deputy Probation Officer Supervisor from 14370 to 04710
- C** Funding four (4) previously unfunded positions: 1 DPO for Adult Drug Court, 2 for Pretrial Services, 1 for General Fund.
Allocating two (2) officers from 14370 to 04710
- D** Allocating one (1) Program Assistant from 04787 to 04710
- E** Allocating one (1) FTE Senior Administrative Analyst from 14370 to 04710

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: PROB-CCP
 (04714) Planning
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|--|--------------------------|-------------------------------------|---|--------------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 16,027 | 100,000 | 100,000 | 100,000 |
| TOTAL CHARGES FOR OTHER FINANCING SOURCES | 16,027 | 100,000 | 100,000 | 100,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>16,027</u> | <u>100,000</u> | <u>100,000</u> | <u>100,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721000 Medical/Dental/Supplies | 1,648 | 0 | 0 | 0 |
| 721300 Office Expenses | 476 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 91,952 | 0 | 100,000 | 100,000 |
| 722000 Transportation & Travel | 198 | 100,000 | 0 | 0 |
| TOTAL SERVICES & SUPPLIES | 94,274 | 100,000 | 100,000 | 100,000 |
| <u>TOTAL EXPENDITURES</u> | <u>94,274</u> | <u>100,000</u> | <u>100,000</u> | <u>100,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>78,248</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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 2022-23**

Department: **PROB-CRIME PREVENTION
ACT OF 2000 (04785)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OTHER FINANCING SOURCES | | | | |
| 680200 OPERATING TRANSFERS IN | 522,023 | 631,966 | 725,552 | 725,552 |
| TOTAL OTHER FINANCING SOURCES | 522,023 | 631,966 | 725,552 | 725,552 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>522,023</u> | <u>631,966</u> | <u>725,552</u> | <u>725,552</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 277,332 | 237,207 | 303,876 | 303,876 |
| 710105 Overtime | 2,344 | 9,000 | 9,500 | 9,500 |
| 710107 Premium Pay | 240 | 720 | 1,000 | 1,000 |
| 710200 Retirement | 133,164 | 111,932 | 143,650 | 143,650 |
| 710300 Health Insurance | 36,066 | 40,219 | 53,906 | 53,906 |
| 710400 Worker's Compensation Insurance | 25,167 | 22,291 | 28,755 | 28,755 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 474,314 | 421,369 | 540,686 | 540,686 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 2,242 | 2,000 | 2,000 | 2,000 |
| 720600 Insurance | 764 | 1,097 | 1,437 | 1,437 |
| 721300 Office Expense | 266 | 500 | 1,000 | 1,000 |
| 721400 Professional & Specialized Services | 0 | 82,000 | 82,000 | 82,000 |
| 721601 Rents & Leases - Co Vehicles | 9,719 | 12,000 | 14,000 | 14,000 |
| 721900 Special Departmental Expense | 2,234 | 6,000 | 6,000 | 6,000 |
| 722000 Transportation & Travel | 36 | 3,000 | 3,000 | 3,000 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PROB-CRIME PREVENTION
ACT OF 2000 (04785)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| TOTAL SERVICES & SUPPLIES | 15,260 | 106,597 | 109,437 | 109,437 |
| INTRAFUND TRANSFER | | | | |
| 770100 Intrafund Transfer | 34,322 | 104,000 | 75,429 | 75,429 |
| TOTAL INTRAFUND TRANSFER | 34,322 | 104,000 | 75,429 | 75,429 |
| <u>TOTAL EXPENDITURES</u> | <u>523,896</u> | <u>631,966</u> | <u>725,552</u> | <u>725,552</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>1,873</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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 (\$725,552) is recommended increased \$93,586 from the current fiscal year and reflects the projected JJCPA funds.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$303,876) is recommended increased \$66,659 based on the cost of recommended staffing and converting a JDO Supervisor to Lieutenant.

710105 Overtime (\$9,500) is recommended increased \$500 for overtime costs.

710107 Premium Pay (\$1,000) is recommended increased \$280 based on the cost for bilingual pay.

710200 Retirement (\$143,650) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$53,906) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$28,755) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

PROBATION - CRIME PREVENTION ACT OF 2000

SERVICES & SUPPLIES

- 720300** **Communications** (\$2,000) is recommended unchanged for the telecommunication charges of this Division.
- 720600** **Insurance** (\$1,437) reflects the Department's contribution to the County's self-insured Liability Program.
- 721300** **Office Expense** (\$1,000) is recommended increased \$500 for necessary office supplies.
- 721400** **Professional & Specialized** (\$82,000) is recommended unchanged based on current estimates. This account will fund evaluation efficacy of probation practices and outcomes and contracted services for Big Brothers Big Sisters.
- 721601** **Rents & Leases – Co Vehicles** (\$14,000) is recommended increased \$2,000 for the use of vehicles from the Central Garage
- 721900** **Special Departmental Expense** (\$6,000) recommended unchanged 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** (\$75,429) is recommended to fund a .5 FTE Certified Alcohol & Drug Counselor and .5 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 2022-23**

Department: **PROB-CRIME PREVENTION
ACT OF 2000 (04785)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 2.5 | 3.5 | 2.0 | 3.5 | (0.5) | - | A |
| 3511 | Probation Technician I or | | | | | | | |
| 3512 | Probation Technician II | - | - | - | - | - | - | |
| 3258 | Juvenile Detention Officer Supervisor | 1.0 | - | 1.0 | - | - | - | B |
| 3637 | Program Assistant II | - | 1.0 | - | 1.0 | - | - | |
| 3527 | Probation Program Specialist | 1.0 | - | 1.0 | - | - | - | |
| TOTAL | | 4.5 | 4.5 | 4.0 | 4.5 | (0.5) | - | |

Notes

- A** Allocating 0.5 FTE Deputy Probation Officer III from 04785 to 04787
- B** New classification pending Peace Office classification study

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: PROB-YOUTHFUL OFFENDER
 GRANT (04787)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 584,150 | 898,697 | 860,373 | 860,373 |
| TOTAL OTHER FINANCING SOURCES | 584,150 | 898,697 | 860,373 | 860,373 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>584,150</u> | <u>898,697</u> | <u>860,373</u> | <u>860,373</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 316,943 | 457,379 | 446,771 | 446,771 |
| 710105 Overtime | 5,226 | 0 | 0 | 0 |
| 710107 Premium Pay | 23 | 0 | 0 | 0 |
| 710110 Uniform Allowance | 710 | 0 | 0 | 0 |
| 710200 Retirement | 152,669 | 222,781 | 223,966 | 223,966 |
| 710300 Health Insurance | 44,664 | 74,691 | 71,874 | 71,874 |
| 710400 Worker's' Compensation Insurance | 3,047 | 3,047 | 3,047 | 3,047 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 523,282 | 757,898 | 745,658 | 745,658 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 1,379 | 2,000 | 2,000 | 2,000 |
| 720600 Insurance | 215 | 215 | 215 | 215 |
| 721300 Office Expense | 698 | 2,500 | 2,500 | 2,500 |
| 721400 Professional & Specialized Services | 54,959 | 101,084 | 70,000 | 70,000 |
| 721601 Rents & Leases - Co Vehicles | 1,685 | 3,000 | 3,000 | 3,000 |
| 721900 Special Departmental Expense | 1,924 | 10,000 | 15,000 | 15,000 |
| 722000 Transportation & Travel | 142 | 22,000 | 22,000 | 22,000 |
| TOTAL SERVICES & SUPPLIES | 61,002 | 140,799 | 114,715 | 114,715 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: PROB-YOUTHFUL OFFENDER
 GRANT (04787)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|------------------------------------|---------------------------------|---|---|--|
| <u>TOTAL EXPENDITURES</u> | <u>584,284</u> | <u>898,697</u> | <u>860,373</u> | <u>860,373</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>134</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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 (\$860,373) is recommended decreased \$38,324 and is based on the projected revenues from the Youthful Offender Block Grant funds.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$446,771) is recommended decreased \$10,608 based on the cost of recommended staffing.

710200 Retirement (\$223,966) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$71,874) 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 unchanged 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** (\$70,000) is recommended reduced \$31,084 based on current contracts with Council on Crime Delinquency for juvenile assessments (\$5,000) and Behavioral Intervention, INC for electronic monitoring services.
- 721601** **Rents & Leases – Co Vehicles** (\$3,000) is recommended unchanged to provide for the use of vehicles from the Central Garage.
- 721900** **Special Departmental Expense** (\$15,000) is recommended unchanged for officer safety equipment and RadKids incentives.
- 722000** **Transportation & Travel** (\$22,000) is recommended unchanged for required officer training and field trips for Academy Cadets and Court Day School students that align with Evidence Based Practices.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PROB-YOUTHFUL OFFENDER
GRANT (04787)**
 Function: **Public Protection**
 Activity: **Detention & Correction**
 Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 7.0 | - | 7.0 | - | - | - | |
| 3636 | Program Assistant I or | | | | | - | | |
| 3637 | Program Assistant II | 1.0 | - | - | - | (1.0) | | A |
| 3527 | Probation Program Specialist | - | 1.0 | - | 1.0 | - | - | |
| TOTAL | | <u>8.0</u> | <u>1.0</u> | <u>7.0</u> | <u>1.0</u> | <u>(1.0)</u> | <u>-</u> | |

NOTES:

A Allocated Program Assistant I from 04787 to 04710.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: PROB-CAL OES PU GRANT
 (04793)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|--|--------------------------|-------------------------------------|---|--------------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OTHER FINANCING SOURCES | | | | |
| 654535 Grant Revenue | 96,714 | 21,816 | 87,264 | 87,264 |
| TOTAL CHARGES FOR OTHER FINANCING SOURCES | 96,714 | 21,816 | 87,264 | 87,264 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>96,714</u> | <u>21,816</u> | <u>87,264</u> | <u>87,264</u> |
| <u>EXPENDITURES:</u> | | | | |
| Interfund Expense | | | | |
| 731400 Interfund Expense | 44,047 | 21,816 | 87,264 | 87,264 |
| TOTAL INTERFUND EXPENSE | 44,047 | 21,816 | 87,264 | 87,264 |
| <u>TOTAL EXPENDITURES</u> | <u>44,047</u> | <u>21,816</u> | <u>87,264</u> | <u>87,264</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(52,667)</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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 recommended for the reimbursement cost of a Deputy Probation Officer from SB678.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: PROB-SB 823 YPFG
 (04794)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 0 | 167,529 | 167,529 | 167,529 |
| TOTAL CHARGES FOR OTHER FINANCING SOURCES | 0 | 167,529 | 167,529 | 167,529 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>167,529</u> | <u>167,529</u> | <u>167,529</u> |
| <u>EXPENDITURES:</u> | | | | |
| Interfund Expense | | | | |
| 721900 Special Department Expense | 0 | 37,529 | 37,529 | 37,529 |
| 740200 Buildings & Improvements | 0 | 130,000 | 130,000 | 130,000 |
| TOTAL INTERFUND EXPENSE | 0 | 167,529 | 167,529 | 167,529 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>167,529</u> | <u>167,529</u> | <u>167,529</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

PROBATION –SB 823 Youth Programs and Facilities Grant

COMMENTS

On September 30, 2020, Governor Newsom signed Senate Bill 823, which began the closure of the state’s Division of Juvenile Justice, realigning those state functions to county governments. Under SB 823, DJJ intake will close for most youth on July 1, 2021, and counties then become fully responsible for housing, programming, and treatment of youth at higher offense and needs levels who can no longer be committed to DJJ. As part of SB 823, \$9.6 million was set aside for the Board of State and Community Corrections to “award one-time grants, to counties for the purpose of providing resources for infrastructure-related needs and improvements to assist counties in the development of a local continuum of care. Madera County Probation was awarded the Youth Programs and Facilities Grant Program in January 2022.

There is no County General Fund contribution to this budget.

ESTIMATED REVENUES

680200 **Operating Transfers In** (\$167,529) is recommended based on the current projections of the grant.

INTERFUND EXPENSE

721900 **Special Department Expense** (\$37,529) is recommended for the cost of a booking camera, desks and chairs in the youths’ rooms, laptops for the youth, paint to update units, and televisions.

740200 **Buildings & Improvements** (\$130,000) is recommended the installation of wireless access points in the Juvenile Detention Facility.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: PROB-BJA Adult Drug Court Grant
 (04796)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|--|-------------------|------------------------------|----------------------------------|-------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OTHER FINANCING SOURCES | | | | |
| 657000 Grant Revenue | 0 | 0 | 282,254 | 282,254 |
| TOTAL CHARGES FOR OTHER FINANCING SOURCES | 0 | 0 | 282,254 | 282,254 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>0</u> | <u>282,254</u> | <u>282,254</u> |
| <u>EXPENDITURES:</u> | | | | |
| Interfund Expense | | | | |
| 770100 Intrafund Expense | 0 | 0 | 282,254 | 282,254 |
| TOTAL INTERFUND EXPENSE | 0 | 0 | 282,254 | 282,254 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>0</u> | <u>282,254</u> | <u>282,254</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

PROBATION – BJA ADULT DRUG COURT GRANT

COMMENTS

Madera County received a grant in December 2021 from the US Department of Justice, Bureau of Justice Assistance (BJA) for the Fiscal Year 2021 Adult Drug Court Discretionary Grant Program. The BJA provides financial assistance to units of local government to implement and enhance the operations of adult drug courts. These courts effectively integrate evidence-based substance abuse treatment, random drug testing, equitable sanctions and incentives and transitional services in judicially supervised court settings with jurisdiction over offenders to reduce recidivism and substance abuse and prevent overdoses. The program will be overseen by a Diversion Drug Court Team, which includes staff from the Madera County Probation department, Behavioral Health Services, District Attorney's Office, and the Superior Court. These funds will be held to reimburse the General Fund for approved expenses.

ESTIMATED REVENUES

657000 **Grant Revenue** (\$282,254) is recommended based on the current projections of the grant.

INTERFUND EXPENSE

770100 **Intrafund Expense** (\$282,254) is recommended for the reimbursement cost of a Deputy Probation Officer, services and supplies, training, and professional & specialized services.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: **PROB-CCPIA
 (14370)**
 Function: **Public Protection**
 Activity: **Detention & Correction**
 Fund: **Special Revenue**

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTEREST & RENTS | | | | |
| 640101 INTEREST ON CASH | 7,584 | 0 | 0 | 0 |
| TOTAL INTEREST & RENTS | 7,584 | 0 | 0 | 0 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 650500 ST - OTHER IN-LIEU | 1,080,042 | 1,604,296 | 1,080,042 | 1,080,042 |
| 650906 ST - SPECIAL CIRCUMSTANCES | 185,609 | 0 | 0 | 0 |
| 662800 INTERFUND REVENUE | 44,047 | 0 | 91,310 | 91,310 |
| TOTAL INTERGOVERNMENTAL REVENUE | 1,309,698 | 1,604,296 | 1,171,352 | 1,171,352 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>1,317,281</u> | <u>1,604,296</u> | <u>1,171,352</u> | <u>1,171,352</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 689,349 | 930,349 | 651,537 | 651,537 |
| 710105 Overtime | 6,142 | 0 | 0 | 0 |
| 710107 Premium Pay | 420 | 0 | 0 | 0 |
| 710200 Retirement | 325,553 | 449,267 | 318,737 | 318,737 |
| 710300 Health Insurance | 128,111 | 149,383 | 125,780 | 125,780 |
| 710400 Workers Compensation Insurance | 22,748 | 22,748 | 22,748 | 22,748 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 1,172,323 | 1,551,746 | 1,118,802 | 1,118,802 |
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing & Personal Supplies | 4,416 | 0 | 0 | 0 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: **PROB-CCPIA
 (14370)**
 Function: **Public Protection**
 Activity: **Detention & Correction**
 Fund: **Special Revenue**

| | ACTUAL | BOARD APPROVED | DEPARTMENT REQUEST | CAO RECOMMENDED |
|--|-------------------------|---------------------------|-------------------------------|----------------------------|
| SERVICES & SUPPLIES (continued) | | | | |
| 720300 Communications | 4,775 | 2,500 | 2,500 | 2,500 |
| 720500 Household Expense | 729 | 750 | 750 | 750 |
| 720600 Insurance | 300 | 300 | 300 | 300 |
| 720800 Maintenance - Equipment | 950 | 0 | 0 | 0 |
| 721300 Office Expense | 208 | 1,500 | 1,500 | 1,500 |
| 721400 Professional & Specialized Services | 34,674 | 7,500 | 7,500 | 7,500 |
| 7210601 Rents & Leases - Co Vehicles | 11,075 | 13,000 | 13,000 | 13,000 |
| 721900 Special Departmental Expense | 39,089 | 23,000 | 23,000 | 23,000 |
| 722000 Transportation & Travel | 4,236 | 4,000 | 4,000 | 4,000 |
| TOTAL SERVICES & SUPPLIES | 100,452 | 52,550 | 52,550 | 52,550 |
| FIXED ASSETS | | | | |
| 740300 Equipment | 40,880 | 0 | 0 | 0 |
| TOTAL FIXED ASSETS | 40,880 | 0 | 0 | 0 |
| <u>TOTAL EXPENDITURES</u> | <u>1,313,656</u> | <u>1,604,296</u> | <u>1,171,352</u> | <u>1,171,352</u> |
| <u>USE OF FUND BALANCE</u> | <u>(3,626)</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 (\$1,080,042) for Probation's receipt of SB678 funds.

662800 Interfund Revenue (\$91,310) is recommended from SB678 fund balance.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$651,537) are recommended decreased \$278,812 based on the cost of recommended staffing.

710200 Retirement (\$318,737) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$125,780) 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 (\$2,500) is recommended unchanged 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 (cont.)

- 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 unchanged for anticipated contractual services related to background checks and evaluations on potential employees.
- 721601** **Rents & Leases – Co Vehicles** (\$13,000) is recommended unchanged for the rental of vehicles from Central Garage
- 721900** **Special Departmental Expense** (\$23,000) is recommended unchanged 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 unchanged for officer training and travel.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PROBATION SB678
(14370)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | - | - | - | |
| 3205 | Administrative Analyst I or | | | | | | | |
| 3206 | Administrative Analyst II or | | | | | | | |
| 3209 | Sr. Administrative Analyst or | | | | | | | |
| 4127 | Principal Administrative Analyst | 1.0 | - | - | 1.0 | (1.0) | 1.0 | A |
| 3451 | Deputy Probation Officer I or | | | | | | | |
| 3452 | Deputy Probation Officer II or | | | | | | | |
| 3453 | Deputy Probation Officer III | 10.0 | - | 8.0 | - | (2.0) | - | A |
| 3511 | Probation Technician I or | | | | | | | |
| 3512 | Probation Technician II | - | - | - | - | - | - | |
| 3636 | Program Assistant I or | | | | | | | |
| 3637 | Program Assistant II | 1.0 | - | 1.0 | - | - | - | |
| 3319 | Senior Deputy Probation Officer | 1.0 | - | 1.0 | - | - | - | |
| 3257 | DPO Supervisor | 1.0 | - | - | - | (1.0) | - | A |
| | TOTAL | 14.0 | - | 10.0 | 1.0 | (4.0) | 1.0 | |

NOTES:

A The following positions were allocated to 04710: 1 FTE Senior Administrative Analyst, 2 FTE DPO, 1 FTE DPO Supervisor.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: PROB-CESF
 (14390)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OTHER FINANCING SOURCES | | | | |
| 654535 Grant Revenue | 0 | 113,066 | 55,000 | 55,000 |
| TOTAL CHARGES FOR OTHER FINANCING SOURCES | 0 | 113,066 | 55,000 | 55,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>113,066</u> | <u>55,000</u> | <u>55,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| Interfund Expense | | | | |
| 721400 Professional & Specialized Services | | 0 | 50,000 | 50,000 |
| 721900 Special Department Expense | 0 | 113,066 | 5,000 | 5,000 |
| TOTAL INTERFUND EXPENSE | 0 | 113,066 | 55,000 | 55,000 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>113,066</u> | <u>55,000</u> | <u>55,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

PROBATION –CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM

COMMENTS

In March 2021, Madera County Probation was awarded the Coronavirus Emergency Supplemental Funding (CESF) Program grant. This grant is administered by the U.S. Department of Justice, Bureau of Justice Assistance (BJA) to fund approaches that prevent, prepare for, and respond to the coronavirus. Allowable projects and purchases include, but are not limited to, overtime, equipment (including law enforcement and medical personal protective equipment), hiring, supplies (such as gloves, masks, sanitizer), training, travel expenses (particularly related to the distribution of resources to the most impacted areas), and addressing the medical needs of inmates and detainees in state, local, and tribal prisons, jails, and detention centers.

There is no County General Fund contribution to this budget.

ESTIMATED REVENUES

657000 **Fed Other** (\$55,000) is recommended based on the current projections of the grant.

INTERFUND EXPENSE

721400 **Professional & Specialized Services** (\$50,000) is recommended for the cost of a career specialist from Madera County Workforce.

721900 **Special Department Expense** (\$5,000) is recommended for the cost of PPE.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: PROBATION AB109
 (61332)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|-------------------------|------------------------------|----------------------------------|-------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 652129 ST-REALIGNMENT | 7,701,393 | 6,637,366 | 6,877,375 | 6,877,375 |
| TOTAL INTERGOVERNMENTAL REVENUE | 7,701,393 | 6,637,366 | 6,877,375 | 6,877,375 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>7,701,393</u> | <u>6,637,366</u> | <u>6,877,375</u> | <u>6,877,375</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 1,308,582 | 1,327,934 | 1,416,003 | 1,416,003 |
| 710103 Temporary Salaries | 34,076 | 0 | 0 | 0 |
| 710105 Overtime | 101,000 | 91,000 | 100,000 | 100,000 |
| 710106 Stand-By Pay | 24 | 0 | 2,500 | 2,500 |
| 710107 Premium Pay | 2,085 | 1,700 | 2,500 | 2,500 |
| 710110 Uniform Allowance | 1,800 | 1,800 | 2,500 | 2,500 |
| 710200 Retirement | 612,601 | 632,112 | 677,340 | 677,340 |
| 710300 Health Insurance | 211,766 | 195,347 | 215,622 | 215,622 |
| 710400 Workers' Compensation Insurance | 32,737 | 32,737 | 32,737 | 32,737 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 2,304,672 | 2,282,630 | 2,449,202 | 2,449,202 |
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing & Personal Supplies | 680 | 2,000 | 2,000 | 2,000 |
| 720300 Communications | 10,901 | 13,000 | 13,000 | 13,000 |
| 720502 Refuse Disposal | 729 | 750 | 750 | 750 |
| 720600 Insurance | 2,500 | 2,500 | 2,500 | 2,500 |
| 720800 Maintenance - Equipment | 0 | 500 | 500 | 500 |
| 721300 Office Expense | 1,393 | 5,000 | 5,000 | 5,000 |
| 721400 Professional & Specialized Services | 1,608,510 | 1,990,262 | 2,420,423 | 2,420,423 |
| 721600 Rents & Leases - Equipment | 4,592 | 0 | 0 | 0 |
| 721601 Rents & Leases - Co Vehicles | 18,581 | 25,000 | 25,000 | 25,000 |
| 721900 Special Departmental Expense | 373,034 | 32,000 | 32,000 | 32,000 |
| 722000 Transportation & Travel | 1,280 | 25,000 | 25,000 | 25,000 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: PROBATION AB109
 (61332)
 Function: Public Protection
 Activity: Detention & Correction
 Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|------------------------------------|---------------------------|---------------------------------------|---|--|
| TOTAL SERVICES & SUPPLIES | 2,022,200 | 2,096,012 | 2,526,173 | 2,526,173 |
| OPERATING TRANSFER OUT | | | | |
| 750000 Operating Transfer Out | 4,678,428 | 2,258,724 | 1,902,000 | 1,902,000 |
| TOTAL OPERATING TRANSFER OUT | 4,678,428 | 2,258,724 | 1,902,000 | 1,902,000 |
| <u>TOTAL EXPENDITURES</u> | <u>9,005,301</u> | <u>6,637,366</u> | <u>6,877,375</u> | <u>6,877,375</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>1,303,908</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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 (LLC) 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** (\$6,877,375) for Community Corrections Partnership (CCP) Committee's Local Realignment Plan.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$1,416,003) are recommended increased \$88,069 based on the cost of recommended staffing which has been approved by the CCP Executive Committee.

710105 **Overtime** (\$100,000) is recommended increased \$9,000 to provide funds for overtime primarily related to the Gang Task Force.

710106 **Stand-By Pay** (\$2,500) is recommended based on current staffing projections.

710107 **Premium Pay** (\$2,500) is recommended based on current bilingual pay costs.

710200 **Retirement** (\$677,340) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$215,622) is based on the employer's share of health insurance premiums.

PROBATION – LOCAL COMMUNITY CORRECTIONS

SALARIES & EMPLOYEE BENEFITS (continued)

710400 **Workers' Compensation** (\$32,737) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund

SERVICES & SUPPLIES

720200 **Clothing** (\$2,000) is recommended unchanged 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 unchanged for leased county vehicle related maintenance.

721300 **Office Expense** (\$5,000) is recommended unchanged for general office supplies.

721400 **Professional & Specialized Services** (\$2,420,423) is recommended increased \$430,161 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, Jail Programming, 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.

721601 **Rents & Leases – Co Vehicles** (\$25,000) is recommended unchanged for the rental of vehicles from Central Garage. Estimated 2022-23 mileage for leased vehicles is 37,000 miles.

721900 **Special Departmental Expense** (\$32,000) is recommended unchanged 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.

PROBATION – LOCAL COMMUNITY CORRECTIONS

OPERATING TRANSFERS

750000 **Operating Transfer Out** (\$1,902,000) is recommended decreased \$356,724 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 2022-23**

Department: **PROBATION AB109
(61332)**
Function: **Public Protection**
Activity: **Detention & Correction**
Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | 1.0 | (1.0) | A |
| 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 | | - | | |
| TOTAL | | 17.0 | 1.0 | 18.0 | - | 1.0 | (1.0) | |

NOTES:

A Funding 1.0 FTE Mental Health Crisis Worker to work with AB109 agencies.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **FIRE DEPARTMENT
(05000)**
Function: **Public Protection**
Activity: **Fire Protection**
Fund: **General**

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|----------------------------------|--|--|---|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654000 State - Other | 707,533 | 502,485 | 500,000 | 500,000 |
| 657000 Federal - Other | 283,013 | 697,105 | 300,000 | 300,000 |
| TOTAL INTERGOVERNMENTAL REVENUE | 990,546 | 1,199,590 | 800,000 | 800,000 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662700 Other Charges for Services | 61,274 | 62,000 | 62,000 | 62,000 |
| TOTAL CHARGES FOR CURRENT SERVICES | 61,274 | 62,000 | 62,000 | 62,000 |
| MISCELLANEOUS REVENUE | | | | |
| 673000 Miscellaneous Revenue | 38,319 | 5,000 | 5,000 | 5,000 |
| TOTAL MISCELLANEOUS REVENUE | 38,319 | 5,000 | 5,000 | 5,000 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 263,420 | 629,946 | 656,404 | 656,404 |
| TOTAL OTHER FINANCING SOURCES | 263,420 | 629,946 | 656,404 | 656,404 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>1,353,558</u> | <u>1,896,536</u> | <u>1,523,404</u> | <u>1,523,404</u> |

EXPENDITURES:

| | | | | |
|---------------------------------|---------|---------|---------|---------|
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 266,805 | 311,614 | 310,100 | 310,100 |
| 710103 Temporary Salaries | 61,194 | 20,000 | 20,000 | 20,000 |
| 710104 Temporary Salaries - PCF | 285,089 | 465,000 | 465,000 | 465,000 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **FIRE DEPARTMENT
(05000)**
Function: **Public Protection**
Activity: **Fire Protection**
Fund: **General**

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| SALARIES & EMPLOYEE BENEFITS (continued) | | | | |
| 710105 Overtime | 210,901 | 0 | 0 | 0 |
| 710200 Retirement | 164,419 | 122,932 | 125,932 | 125,932 |
| 710300 Health Insurance | 50,196 | 57,455 | 71,874 | 71,874 |
| 710400 Workers' Compensation Insurance | 77,813 | 68,920 | 88,907 | 88,907 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 1,116,417 | 1,045,921 | 1,081,813 | 1,081,813 |
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing & Personal Supplies | 128,066 | 154,500 | 154,500 | 154,500 |
| 720300 Communications | 27,651 | 32,579 | 36,023 | 36,023 |
| 720305 Microwave Radio Services | 66,095 | 66,095 | 63,753 | 63,753 |
| 720500 Household Expense | 21,480 | 25,761 | 25,761 | 25,761 |
| 720600 Insurance | 50,314 | 57,514 | 57,514 | 57,514 |
| 720800 Maintenance - Equipment | 480,587 | 495,097 | 544,607 | 544,607 |
| 720900 Maintenance - Structures & Grounds | 63,839 | 79,003 | 79,003 | 79,003 |
| 721100 Memberships | 17,785 | 15,000 | 15,000 | 15,000 |
| 721300 Office Expense | 18,112 | 18,580 | 18,580 | 18,580 |
| 721400 Professional & Specialized Services | 43,401 | 37,600 | 37,600 | 37,600 |
| 721460 Professional & Spec. CAL FIRE Contract | 4,597,122 | 5,884,407 | 7,630,936 | 6,867,842 |
| 721500 Publications & Legal Notices | 1,037 | 1,200 | 1,200 | 1,200 |
| 721600 Rents & Leases - Equipment | 7,507 | 0 | 0 | 0 |
| 721700 Rents & Leases - Building | 22,400 | 0 | 0 | 0 |
| 721800 Small Tools & Instruments | 26,085 | 26,610 | 26,610 | 26,610 |
| 721900 Special Departmental Expense | 141,611 | 118,007 | 118,007 | 118,007 |
| 722000 Transportation & Travel | 0 | 3,000 | 3,000 | 3,000 |
| 722100 Utilities | 98,217 | 105,000 | 105,000 | 105,000 |
| TOTAL SERVICES & SUPPLIES | 5,811,309 | 7,119,953 | 8,917,094 | 8,154,000 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: FIRE DEPARTMENT
 (05000)
 Function: Public Protection
 Activity: Fire Protection
 Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Principal | 0 | 30,760 | 30,760 | 30,760 |
| TOTAL OTHER CHARGES | 0 | 30,760 | 30,760 | 30,760 |
| FIXED ASSETS | | | | |
| 740300 Equipment/Furniture | 101,857 | 80,000 | 180,000 | 180,000 |
| TOTAL FIXED ASSETS | 101,857 | 80,000 | 180,000 | 180,000 |
| INTRAFUND TRANSFERS | | | | |
| 770100 Intrafund Transfers Out | 165 | 10,000 | 10,000 | 10,000 |
| TOTAL INTRAFUND TRANSFERS | 165 | 10,000 | 10,000 | 10,000 |
| <u>TOTAL EXPENDITURES</u> | 7,029,748 | 8,286,634 | 10,219,667 | 9,456,573 |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>5,676,190</u> | <u>6,390,098</u> | <u>8,696,263</u> | <u>7,933,169</u> |

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 70 volunteers, 57 permanent-paid personnel, and 8 seasonal personnel. Currently, the department has 4-Battalion Chiefs, 1-Training Captain and 7-full-time paid fire stations: Station #1 (3-FC & 3-FAE) - Madera, Station #3 (2-FC & 4-FAE) - Madera Acres, Station #12 (2-FC & 4-FAE)– Oakhurst, and Station #19 (2-FC & 4-FAE) - Bonadelle, which are funded entirely by Madera County; funding for all personnel costs for Station #8 (1-BC, 2-FC, 4-FAE & 2-FFII) - 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 (3-FC & 3-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 15th to May 15th, 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 2022-23 includes the following items:

- The current staff benefit rate for CAL FIRE Peace Officer/Firefighter (POF) staff is estimated at 85.62%.
- The current staff benefit rate for CAL FIRE POF Extended Duty Week Compensation (EDWC) staff is estimated at 61.31%.
- The current CAL FIRE administrative rate is estimated at 12.01%.

FIRE DEPARTMENT

COMMENTS (continued)

III. WORKLOAD

| <u>STATIONS</u> | <u>CY 2018*</u> | <u>CY 2019*</u> | <u>CY2020*</u> | <u>CY2021*</u> |
|--|------------------------|------------------------|-----------------------|-----------------------|
| <u>Battalion 13 (Madera Battalion)</u> | | | | |
| Station #1 Madera (Company 1) CAL FIRE Staffed | 1,410 | 1,339 | 1,796 | 1,961 |
| Station #2 Chowchilla (Company 2) | 419 | 187 | 42 | 458 |
| Station #3 Madera Acres (Company 3) CAL FIRE Staffed | 936 | 987 | 1,351 | 1,356 |
| Station #5 Central California Women's Facility (Company 5) CCWF Staffed | 463 | 835 | 550 | 501 |
| Station #7 Tesoro Viejo(Company 7) CAL FIRE Staffed | | | 341 | 554 |
| Station #9 Rolling Hills (Company 9) CAL FIRE Staffed | 327 | 320 | 368 | 468 |
| Station #19 Bonadelle (Company 19) CAL FIRE Staffed | 727 | 620 | 722 | 925 |
| <u>Battalion 4214 (Ahwahnee Battalion)</u> | | | | |
| Station #12 Oakhurst (Company 12) CAL FIRE Staffed | 872 | 819 | 1,055 | 1,210 |
| Station #14 Bass Lake (Company 14) | 220 | 111 | 240 | 248 |
| Station #15 Raymond (Company 15) | 95 | 131 | 145 | 131 |
| Station #18 Cedar Valley (Company 18) | 180 | 196 | 144 | 175 |
| <u>Battalion 4215 (Coarsegold Battalion)</u> | | | | |
| Station #8 Indian Lakes (Company 8) (Casino) CAL FIRE Staffed | 532 | 687 | 700 | 770 |
| Station #10 Yosemite Lakes Park (Company 10) | 497 | 270 | 407 | 396 |
| Station #11 North Fork (Company 11) | <u>316</u> | <u>251</u> | <u>325</u> | <u>359</u> |
| TOTAL FOR COUNTY STATIONS | 7,415 | 7,018 | 8,636 | 9,512 |

*Responses to all fire and non-fire calls.

FIRE DEPARTMENT

| STATIONS (continued) | <u>CY 2018*</u> | <u>CY 2019*</u> | <u>CY2020*</u> | <u>CY2021*</u> |
|---|------------------------|------------------------|-----------------------|-----------------------|
| *AMADOR Stations (Amador coverage period only) | | | | |
| Ahwahnee CAL FIRE | 464 | 399 | 123 | 153 |
| Bass Lake CAL FIRE | 423 | 270 | 113 | 140 |
| Rancheria CAL FIRE | 464 | 506 | 109 | 141 |
| Raymond CAL FIRE | <u>230</u> | <u>163</u> | <u>0</u> | <u>59</u> |
| TOTAL FOR CAL FIRE STATIONS | 1,581 | 1,338 | 345 | 493 |
| TOTAL FOR ALL STATIONS | 7,435 | 8,356 | 8,981 | 10,005 |

*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
- (2) Captain
- (4) Engineers
- (3) Captain
- (3) Engineers
- (2) Captain
- (4) Engineer
- (2) Captain
- (4) Engineers
- (3) 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** (\$500,000) is recommended and represents the projected reimbursements for County equipment response to State fires.

FIRE DEPARTMENT

ESTIMATED REVENUES (continued)

- 657000** **Federal – Other** (\$300,000) is recommended and represents the projected reimbursements for County equipment response to Federal fires.
- 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 unchanged for other reimbursement and miscellaneous revenue.
- 680200** **Operating Transfers In** (\$656,404) reflects the projected reimbursements received from CSA 22 Zone of Benefit “B” for fire services.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$310,100) is recommended unchanged based on the cost of recommended staffing.
- 710103** **Extra Help** (\$20,000) is recommended unchanged 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** (\$465,000) is recommended unchanged 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** (\$125,932) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$71,874) reflects the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$88,907) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

FIRE DEPARTMENT

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$154,500) is recommended unchanged 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.
- 720300** **Communications** (\$36,023) is recommended increased by \$3,444 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** (\$63,753) is recommended decreased \$2,342 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** (\$25,761) is recommended unchanged for consumable household supplies, and for replacement of items such as dishes, cooking utensils, towels, and sheets, and other household expenses and refuse disposal.
- 720600** **Insurance** (\$57,514) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance – Equipment** (\$544,607) is recommended unchanged 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 - \$248,008 to purchase fuel, oil, tires, batteries, parts, repairs, etc.
- Equipment Maintenance - \$216,414 to maintain pumps, generators, firefighting/office equipment, and breathing apparatus.
- Mobile Radio and Pager - \$25,595 to maintain mobile radios and pagers.
- Vehicle Rebuilding - \$5,080 to rebuild projects as allowed or for additional vehicle maintenance.

FIRE DEPARTMENT

SERVICES & SUPPLIES (continued)

- 720900** **Maintenance - Structures and Grounds** (\$79,003) is recommended unchanged for maintenance and repairs at the fire Stations, this equates to real cost for needed repairs to buildings.
- 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 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** (\$18,580) is recommended unchanged for the printing of weed abatement notices, general office supplies, copying costs, and minor computer supplies and equipment. Approximately \$4,000 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 - \$ to contract for the removal of weeds; the costs are reimbursed by the property owners.
- Automatic-Aid-Firebaugh Contract - \$ 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 - \$ for respiratory exams and physicals.
- Station 11 Property Tax - \$ per MCC# 10028-C-2013 established between the North Fork tribe and Madera County.
- 721460** **Professional & Specialized – CAL FIRE Cooperative Agreement** (\$6,867,842) is recommended for costs related to the Cooperative Agreement.

SERVICES & SUPPLIES (continued)

RECAP OF State CAL FIRE Schedule A Cooperative Agreement Request:

Permanent Salaries & Benefits (\$4,699,682) 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.

EDWC Payment (\$2,011,484) 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 (\$65,166)

Overtime – Unplanned (\$359,027)

Travel, Training and Office Expense (\$28,580)

Administration Charge (\$860,389) 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 2021-22 administration charge is 12.01%.

Amador Stations and Support Command Cost (\$654,063) is requested 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 12.01% administrative charge is also included in this account.

721500 Publications & Legal Notices (\$1,200) is recommended unchanged for weed abatement notices and recruitment of Paid Call Firefighters.

FIRE DEPARTMENT

SERVICES & SUPPLIES (continued)

721800 **Small Tools & Instruments** (\$26,610) is recommended unchanged for necessary hand tools.

721900 **Special Departmental Expense** (\$118,007) reflects unchanged for firefighting supplies based on prior year expenditures. The major items requested in this account include the following:

Fire-Fighting Supplies - \$55,810 is recommended unchanged 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 - \$5,428 is recommended unchanged to purchase supplies to restock kits, supplies to protect against communicable disease, and supplies for the automated external defibrillators.

Automated External Defibrillators - \$7,328 is recommended unchanged 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 unchanged to purchase food to feed firefighters on extended fires when the employees and/or Paid Call Firefighters are working through mealtimes.

Gym Dues - \$2,235 is recommended unchanged 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.

Training Programs & Supplies - \$13,102 is recommended unchanged 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 - \$6,721 is recommended unchanged to purchase replacement hoses for county fire engines. This is to keep up with replacement and hopefully to divide one-time large increases.

FIRE DEPARTMENT

SERVICES & SUPPLIES (continued)

721900 Special Departmental Expense (continued)

Hazardous Materials Specialized Equipment - \$4,996 is recommended unchanged to purchase supplies and replacement gear for the Hazmat trailer.

Firefighter Wellness - \$5,000 is recommended unchanged to purchase firefighter wellness supplies.

722000 Transportation & Travel (\$3,000) is recommended unchanged for County staff travel and for PCF training and travel.

722100 Utilities (\$105,00) 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.

OTHER CHARGES

730330 Rents & Lease – Principal (\$30,760) is recommended unchanged to accommodate for the rental of copiers and oxygen cylinder bottles (\$8,360) and for the rental of the Cedar Valley and Madera Acres fire station facilities (\$22,400).

EQUIPMENT

740301 Equipment > 5,000 (\$180,000) is recommended increased \$100,000 to replace a command vehicle (\$80,000), and for the deductible of the Fire Engine that was totaled in late 2020 (\$100,000).

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: FIRE PREVENTION
 (05000)
 Function: Public Protection
 Activity: Fire Protection
 Fund: General

| JCN | CLASSIFICATION | 2021-22 Authorized Positions | | 2022-23 Proposed Positions | | Y-O-Y Changes in Positions | | Notes |
|--------------|----------------------------|------------------------------------|----------|----------------------------------|----------|----------------------------------|----------|-------|
| | | Funded | Unfunded | Funded | Unfunded | Funded | Unfunded | |
| 3349 | Accounting Technician I or | | | | | | | |
| 3354 | Accounting Technician II | 1.0 | - | 1.0 | - | 1.0 | - | |
| 3179 | Fire Equipment Manager | 1.0 | - | 1.0 | - | 1.0 | - | |
| 3533 | Office Assistant I | 1.0 | - | 1.0 | - | 1.0 | - | |
| 3713 | Fire Master Mechanic | 3.0 | - | 3.0 | - | 3.0 | - | |
| TOTAL | | 6.0 | - | 6.0 | - | - | - | |

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: FIRE-CHUKCHANSI
 INDIAN CASINO (05010)
 Function: Public Protection
 Activity: Fire Protection
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662765 SVC TO CHUKCHANSI CASINO | 835,850 | 1,816,967 | 2,103,334 | 2,103,334 |
| TOTAL CHARGES FOR CURRENT SERVICES | 835,850 | 1,816,967 | 2,103,334 | 2,103,334 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>835,850</u> | <u>1,816,967</u> | <u>2,103,334</u> | <u>2,103,334</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing & Personal Supplies | 8,659 | 14,924 | 19,899 | 19,899 |
| 720300 Communications | 2,301 | 2,348 | 2,583 | 2,583 |
| 720500 Household Expense | 3,741 | 3,397 | 4,529 | 4,529 |
| 720800 Maintenance - Equipment | 35,394 | 67,466 | 69,795 | 69,795 |
| 720900 Maintenance - Structures & Grounds | 3,215 | 3,603 | 6,000 | 6,000 |
| 721100 Memberships | 1,720 | 0 | 0 | 0 |
| 721300 Office Expense | 844 | 2,470 | 2,717 | 2,717 |
| 721400 Professional & Specialized Services | 838,193 | 1,695,003 | 1,965,732 | 1,965,732 |
| 721800 Small Tools & Instruments | 0 | 1,236 | 1,648 | 1,648 |
| 721900 Special Departmental Expense | 5,328 | 11,964 | 12,964 | 12,964 |
| 722100 Utilities | 9,619 | 14,556 | 17,467 | 17,467 |
| TOTAL SERVICES & SUPPLIES | 909,016 | 1,816,967 | 2,103,334 | 2,103,334 |
| <u>TOTAL EXPENDITURES</u> | <u>909,016</u> | <u>1,816,967</u> | <u>2,103,334</u> | <u>2,103,334</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>73,166</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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. In July 2021, the Madera County Fire Department signed a new agreement with the Chukchansi Gold Resort and Casino for additional staffing. This agreement was initially signed in May 2003 and then updated in February 2007. The cost of staffing and related expenses for this fire service agreement is reimbursed to the County every quarter. The agreement provides an area of protection for the surrounding area. It also provides the casino the complete security of a Countywide Fire Department and other multi-aid resources when there is a need at the casino.

The expenditures for this budget were not listed in a separate budget until Fiscal Year 2005-06.

ESTIMATED REVENUES

662766 **Fire Reimbursement Indian Casino** (\$2,103,334) reflects the projected reimbursements for actual CAL FIRE agreement costs to staff Station 8 plus a 7% county administrative overhead charge to cover the County's costs of running Station 8.

SERVICES & SUPPLIES

720200 **Clothing & Personal Supplies** (\$19,899) is recommended 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** (\$2,583) is recommended for all telephone costs at Station #8.

720500 **Household Expense** (\$4,529) is recommended 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** (\$69,795) is recommended 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 - \$36,351 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 - \$5,419 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** (\$6,000) is recommended for minor maintenance at fire stations. As the station ages there is a greater need for maintenance items.

721300 **Office Expense** (\$2,717) is recommended for general office and minor computer supplies and equipment. This increase will meet the real needs of this station.

721400 **Professional & Specialized Services** (\$1,965,732) is recommended 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 12.01% for five CAL FIRE firefighters:

RECAP OF State CAL FIRE Schedule A Cooperative Agreement:

Permanent Salaries & Benefits (\$1,169,683) is requested for CAL FIRE staffing for Station #8 Indian Lakes.

EDWC Payment (\$568,830) 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 (\$19,448) is requested 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 (\$0) is requested for general expenses and projected training costs for CAL FIRE personnel.

Overtime (Unplanned) (\$0) is requested based on a projected percentage of the CAL FIRE overtime.

Administration Charge (\$210,771) 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 2021-22 administration charge is 12.01%

721800 **Small Tools & Instruments** (\$1,648) is recommended for necessary hand tools.

721900 **Special Departmental Expense** (\$12,964) is recommended for firefighting supplies. The general breakdown is:

Fire Fighting Supplies - \$8,589 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 - \$2,015 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** (\$17,467) is recommended for projected utilities expenses at Station #8.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: FIRE-RIVERSTONE
 (05020)
 Function: Public Protection
 Activity: Fire Protection
 Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662712 FIRE COST RECOVERY | 449,196 | 567,140 | 681,696 | 681,696 |
| TOTAL CHARGES FOR CURRENT SERVICES | 449,196 | 567,140 | 681,696 | 681,696 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>449,196</u> | <u>567,140</u> | <u>681,696</u> | <u>681,696</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721400 Professional & Specialized Services | 449,196 | 567,140 | 681,696 | 681,696 |
| <u>TOTAL EXPENDITURES</u> | <u>449,196</u> | <u>567,140</u> | <u>681,696</u> | <u>681,696</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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** (\$681,696) 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** (\$681,696) is recommended based on the two (2) Fire Captains and one (1) FTE 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 12.01% for five CAL FIRE firefighters:

RECAP OF State CAL FIRE Schedule A Cooperative Agreement:

Permanent Salaries & Benefits (\$405,876) is requested for CAL FIRE staffing for Riverstone CSA 22 Zone C.

EDWC Payment (\$196,243) 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 (\$6,483) is requested to provide the uniform allowance for CAL FIRE personnel.

Training Expenses (\$0) is requested for estimated training expenses for staff.

Overtime (Unplanned) (\$0) is requested based on a projected percentage of the CAL FIRE overtime.

Administration Charge (\$73,094) 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 2022-23 administration charge is 12.01%.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: FIRE-TESORO VIEJO
 (05030)
 Function: Public Protection
 Activity: Fire Protection
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662712 FIRE COST RECOVERY | 841,053 | 1,095,612 | 1,312,808 | 1,312,808 |
| TOTAL CHARGES FOR CURRENT SERVICES | 841,053 | 1,095,612 | 1,312,808 | 1,312,808 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>841,053</u> | <u>1,095,612</u> | <u>1,312,808</u> | <u>1,312,808</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721400 Professional & Specialized Services | 841,053 | 1,095,612 | 1,312,808 | 1,312,808 |
| <u>TOTAL EXPENDITURES</u> | <u>841,053</u> | <u>1,095,612</u> | <u>1,312,808</u> | <u>1,312,808</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

FIRE – Tesoro Viejo CSA 22 Zone E

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** (\$1,312,808) 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** (\$1,312,808) 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 12.01%.

RECAP OF State CAL FIRE Schedule A Cooperative Agreement:

Permanent Salaries & Benefits (\$781,190) is requested for CAL FIRE staffing for Tesoro Viejo CSA 22 Zone E.

EDWC Payment (\$377,891) 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 (\$12,965) is requested to provide the uniform allowance for CAL FIRE personnel.

Training Expenses (\$0) is requested for estimated training expenses for staff.

Overtime (Unplanned) (\$0) is requested based on a projected percentage of the CAL FIRE overtime.

Administration Charge (\$140,762) 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 2022-23 administration charge is 12.01%.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: AG. COMMISSIONER/
 WTS & MEASURES (05410)
 Function: Public Protection
 Activity: Protective Inspection
 Fund: General

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--------------------------|-------------------------------------|---|--------------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| FINES, FORFEITURES & PENALTIES | | | | |
| 630225 AG- Admin Penalties | 2,925 | 1,800 | 2,000 | 2,000 |
| TOTAL FINES, FORFEITURES & PENALTIES | 2,925 | 1,800 | 2,000 | 2,000 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 652200 State - Agriculture | 1,171,558 | 1,100,000 | 1,210,849 | 1,210,849 |
| TOTAL INTERGOVERNMENTAL REVENUE | 1,171,558 | 1,100,000 | 1,210,849 | 1,210,849 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661000 Agriculture Services | 445,175 | 380,800 | 453,895 | 453,895 |
| TOTAL CHARGES FOR CURRENT SERVICES | 445,175 | 380,800 | 453,895 | 453,895 |
| MISCELLANEOUS REVENUE | | | | |
| 672000 Other Sales | 3,489 | 3,000 | 3,000 | 3,000 |
| 673000 Miscellaneous | 0 | 50 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 3,489 | 3,050 | 3,000 | 3,000 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 4,232 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 4,232 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>1,627,379</u> | <u>1,485,650</u> | <u>1,669,744</u> | <u>1,669,744</u> |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **AG. COMMISSIONER/
WTS & MEASURES (05410)**
Function: **Public Protection**
Activity: **Protective Inspection**
Fund: **General**

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 1,037,385 | 1,086,532 | 1,091,196 | 1,091,196 |
| 710103 Temporary Salaries | 23,808 | 24,000 | 7,000 | 7,000 |
| 710106 Standby & Night Premium | 0 | 210 | 200 | 200 |
| 710200 Retirement | 386,303 | 438,661 | 444,948 | 444,948 |
| 710300 Health Insurance | 138,911 | 172,365 | 179,180 | 179,180 |
| 710400 Workers' Compensation Insurance | 12,118 | 9,391 | 12,115 | 12,115 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 1,598,525 | 1,731,159 | 1,734,639 | 1,734,639 |
| SERVICES & SUPPLIES | | | | |
| 720100 Agricultural | 0 | 10,000 | 27,000 | 27,000 |
| 720200 Clothing & Personal Supplies | 295 | 250 | 400 | 400 |
| 720300 Communications | 7,429 | 5,000 | 8,660 | 8,660 |
| 720500 Household Expense | 0 | 260 | 250 | 250 |
| 720600 Insurance | 2,513 | 79,897 | 124,238 | 124,238 |
| 720800 Maintenance - Equipment | 9,042 | 13,000 | 25,000 | 25,000 |
| 720900 Maintenance - Bldgs | 0 | 11,682 | 12,000 | 12,000 |
| 721000 Medical, Dental & Lab Supplies | 785 | 1,500 | 5,000 | 5,000 |
| 721100 Memberships | 3,238 | 4,500 | 4,000 | 4,000 |
| 721201 Shortages | 31 | 50 | 50 | 50 |
| 721300 Office Expense | 4,526 | 37,200 | 40,000 | 40,000 |
| 721307 Furniture less than Fixed Asset Limit | | | 4,000 | 4,000 |
| 721314 Computer Equipment less than Fixed Asset Limit | | | 12,000 | 12,000 |
| 721400 Professional & Specialized Services | 26,458 | 35,159 | 38,000 | 38,000 |
| 721600 Rents & Leases - Equipment | 4,575 | 0 | 0 | 0 |
| 721601 Rents & Leases - Co Vehicles | 28,854 | 37,500 | 40,000 | 40,000 |
| 721800 Small Tools & Instruments | 469 | 2,500 | 3,000 | 3,000 |
| 721900 Special Departmental Expense | 5,717 | 25,000 | 30,000 | 30,000 |
| 722000 Transportation & Travel | 2,149 | 15,500 | 13,000 | 13,000 |
| TOTAL SERVICES & SUPPLIES | 96,080 | 278,998 | 386,598 | 386,598 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: AG. COMMISSIONER/
 WTS & MEASURES (05410)
 Function: Public Protection
 Activity: Protective Inspection
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 7,500 | 35,000 | 35,000 |
| 740300 Eqpt/furniture< \$5,000 | 0 | 0 | 20,000 | 20,000 |
| 740301 Fixed Asset > \$5,000 (Weight Truck) | 0 | 0 | 365,900 | 365,900 |
| TOTAL OTHER CHARGES | 0 | 7,500 | 420,900 | 420,900 |
| OTHER FINANCING USES | | | | |
| 750121 Capital Project | 221,000 | 0 | 0 | 0 |
| 770000 Intrafund Expense | | | 8,340 | 8,340 |
| TOTAL OTHER FINANCING USES | 221,000 | 0 | 8,340 | 8,340 |
| <u>TOTAL EXPENDITURES</u> | <u>1,915,605</u> | <u>2,017,657</u> | <u>2,550,477</u> | <u>2,550,477</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>288,226</u> | <u>532,007</u> | <u>880,733</u> | <u>880,733</u> |

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 - AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

| <u>Category Work</u> | Man-hours Actual <u>2020-21</u> | Man-hours Estimated <u>2021-22</u> | Man-hours Projected Need <u>2022-23</u> |
|--------------------------------------|--|---|--|
| Pest Management* | 1,345 | 1,400 | 1,400 |
| Pest Exclusion | 3,113 | 3,000 | 3,200 |
| Pesticide Use Enforcement | 13,067 | 16,000 | 14,000 |
| Nursery and Seed Inspection | 109 | 200 | 200 |
| F & V, Organic & Certified Producers | 89 | 100 | 100 |
| Apiary Inspections | 235 | 400 | 300 |
| Crop Statistics | 155 | 300 | 300 |
| Weights & Measures | 2,700 | 2,800 | 3,000 |

*Includes GWSS Insect Trapping Program

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

ESTIMATED REVENUES

- 630200** **Court Fines** (\$2,000) is recommended increased \$200 for expected fine revenue.
- 652200** **State - Agriculture** (\$1,210,849) is recommended increased \$110,849 for expected state agriculture funding.
- 661000** **Agriculture Services** (\$453,895) is expected to increase \$73,095 for revenue from charges for agriculture services due to an increase in Phytosanitary inspections.
- 672000** **Other Sales** (\$3,000) is recommended unchanged for revenue from sales.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,091,196) is recommended to increase by \$4,664 based on the cost of current staffing, and includes step and longevity increases for existing staff.
- 710103** **Extra Help** (\$7,000) is recommended to decrease by \$17,000 and reflects appropriations to hire retired annuitant for training of weights & measure staff.
- 710106** **Standby & Night Premium** (\$200) 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** (\$444,948) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$179,180) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$12,115) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

SERVICES & SUPPLIES

- 720100** **Agricultural** (\$27,000) is recommended to increase by \$17,000 to replenish the current inventory of 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** (\$400) is recommended increased by \$150 for protective clothing, gloves, aprons, masks, etc. to ensure compliance with State safety regulations.
- 720300** **Communications** (\$8,660) is recommended to increase by \$3,660, based on current cost for telephone services and mobile inspection device replacements. The replacement phones are for phones that are no longer working and not repairable.
- 720500** **Household Expense** (\$250) is recommended to decrease by \$10 for the cost of laundering coveralls, and to purchase hand wipes, new shop rags, and to replenish miscellaneous supplies.
- 720600** **Insurance** (\$124,238) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$25,000) is recommended increased by \$12,000 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.
- 720900** **Maintenance - Buildings** (\$12,000) is recommended increased by \$318, based on need to repair and upgrade current structures to house weight truck and other device testing equipment that are on trailers as well as other projected need for the department.
- 721000** **Medical, Dental & Lab Supplies** (\$5,000) is recommended increased by \$3,500, based on current and projected needs for the Department, including meter testing supplies.
- 721100** **Memberships** (\$4,000) is recommended decrease \$500 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** (\$40,000) is recommended an increase of \$2,800, office furniture for new office was purchased last FY the remainder for general office supplies, copier usage, and small furniture.

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

SERVICES & SUPPLIES (continued)

- 721307** **Furniture less than Fixed Asset Limit** (\$4,000) is recommended an increase of \$4,000 based on the cost of new furniture needed for the conference room as well as chairs for staff.
- 721314** **Computer Equipment less than the Fixed Asset Limit** (\$12,000) is recommended an increase of \$12,000 based on the cost of software replacement as well as the purchase of Calcats software for the generation of Statewide reports.
- 721400** **Professional & Specialized Services** (\$38,000) is recommended an increase of \$2,841 based on the cost of device testing by Merced County for FY 2021-22, 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.
- 721601** **Rents & Leases – Co Vehicles** (\$40,000) is recommended for Central Garage mileage costs.
- 721800** **Small Tools & Instruments** (\$3,000) is recommended an increase of \$500 based on the need for various hand tools and inspection equipment used by this Department.
- 721900** **Special Departmental Expense** (\$30,000) is recommended increased \$5,000 due to present inventory of new computer hardware is already being upgraded, along with computer software, 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** (\$13,000) is recommended decreased by \$2,500 based on expenses for registration fees at Commissioner/Sealer conferences, training workshops for inspectors, regional Deputy meetings, and Commissioner Association committee meetings.

OTHER CHARGES

- 730330** **Rents & Leases - Equipment** (\$35,000) is recommended for the copy machine lease, and various equipment rental for weights and measures based on projected costs.

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

OTHER CHARGES (continued)

- 740300** **Eqpt Furniture** (\$20,000) is recommended or the purchase of wall extensions to increase height of cubicle walls, in order to address social distancing.
- 740301** **Fixed Asset >\$5,000 (Weight Truck)** (\$365,900) is recommended for the replacement of the County Weights and Measures heavy duty truck. Due to stricter California State emissions standards this truck has become obsolete and cannot be driven after December 2024.
- 770000** **Intrafund Expenses** (\$8,340) is recommended for the VOIP phone monthly costs.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **AG. COMMISSIONER/
WTS & MEASURES (05410)**
Function: **Public Protection**
Activity: **Protective Inspection**
Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 3.0 | 8.0 | 2.0 | - | (1.0) | A |
| 2120 | Agricultural Commissioner/Sealer | 1.0 | - | 1.0 | - | - | - | |
| 3166 | Deputy Agricultural Commissioner | 2.0 | - | 2.0 | - | - | - | |
| 3636 | Program Assistant I or | | | | | - | | |
| 3637 | Program Assistant II | 2.0 | - | 2.0 | - | - | - | |
| 4106 | Supervising Ag. and Standards Insp. | 1.0 | - | 1.0 | - | - | - | |
| | | <u>15.0</u> | <u>3.0</u> | <u>15.0</u> | <u>2.0</u> | <u>-</u> | <u>-</u> | |

TOTAL

A One (1) FTE unfunded Ag and Standards Inspector I/II/III or Ag and Standards Technician has been deleted

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: PREDATORY ANIMAL
 CONTROL (06200)
 Function: Public Protection
 Activity: Other Protection
 Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721400 Professional & Specialized Services | 75,721 | 80,060 | 92,371 | 92,371 |
| <u>TOTAL EXPENDITURES</u> | <u>75,721</u> | <u>80,060</u> | <u>92,371</u> | <u>92,371</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>75,721</u> | <u>80,060</u> | <u>92,371</u> | <u>92,371</u> |

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 2022-23 is \$92,371, an increase of \$ 9,940 over the 2021-22 approved amount due to a USDA 3% overhead increase.

WORKLOAD

| | <u>7/1/19 – 6/30/20</u> | <u>7/1/20 – 6/30/21</u> |
|-------------------------------|-------------------------|-------------------------|
| ACRES WORKED | 39,818 | 55,171 |
| PROPERTIES WORKED | 18 | 17 |
| SPECIALIST HOURS | 2,140 | 1,661 |
| DAMAGE REPORTED | \$29,659 | \$75,161 |
| ANIMALS REMOVED | 355 | 243 |
| TECHNICAL ASSISTANCE PROJECTS | 142 | 155 |
| DISEASE SAMPLES TAKEN | 199 | 49 |
| DIRECT CONTROL SERVICE VISITS | 590 | 472 |

SERVICES & SUPPLIES

721400 Professional and Specialized Services (\$92,371) is recommended increased \$1,940 for contractual annual predatory animal trapping services provided by the Animal Damage Control Section of the United States Department of Agriculture. The increase is a result of a 3% USDA overhead increase. The additional \$8,000 is a one time expense to purchase additional equipment to assist the Wildlife Service Specialist in Madera County response time to wildlife concerns. The equipment costs will be matched with USDA Wildlife Service funding.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PLANNING
(05900)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| LICENSES, PERMITS & FRANCHISES | | | | |
| 620200 Business Licenses | 324 | 0 | 0 | 0 |
| 620500 Zoning Permits | 142,817 | 141,066 | 147,604 | 147,604 |
| 620700 Other License & Permits | 21,606 | | | |
| TOTAL LICENSES, PERMITS & FRANCHISES | 164,747 | 141,066 | 147,604 | 147,604 |
| FINES, FORFEITURES & PENALTIES | | | | |
| 630200 Other Court Fines | 1,279,494 | 1,192,322 | 1,187,870 | 1,187,870 |
| TOTAL FINES, FORFEITURES & PENALTIES | 1,279,494 | 1,192,322 | 1,187,870 | 1,187,870 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654000 State - Other | 695,543 | 80,295 | 80,500 | 80,500 |
| 662800 Interfund Revenue | 175,975 | 1,123,077 | 1,345,500 | 1,345,500 |
| 670000 Interfund Revenue | 0 | 14,255 | 15,000 | 15,000 |
| TOTAL FOR INTERGOVERNMENTAL REVENUE | 871,519 | 1,217,627 | 1,441,000 | 1,441,000 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 660200 Special Assessments | 573 | 0 | 0 | 0 |
| 660800 Planning & Engineering Services | 808,496 | 1,200,000 | 1,472,558 | 1,472,558 |
| 662804 LAFCO-REIMB FOR CO SERVICES | 9,992 | 6,000 | 9,000 | 9,000 |
| TOTAL CHARGES FOR CURRENT SERVICES | 819,061 | 1,206,000 | 1,481,558 | 1,481,558 |
| MISCELLANEOUS REVENUE | | | | |
| 673000 Miscellaneous | 2,726 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 2,726 | 0 | 0 | 0 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PLANNING
(05900)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 1,937,929 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 1,937,929 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>5,075,476</u> | <u>3,757,015</u> | <u>4,258,032</u> | <u>4,258,032</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 1,325,287 | 1,259,640 | 1,495,093 | 1,495,093 |
| 710103 Extra Help | 135,530 | 236,776 | 167,854 | 167,854 |
| 710107 Premium Pay | 80 | 0 | 0 | 0 |
| 710110 Uniforms Allowance | 600 | 0 | 0 | 0 |
| 710200 Retirement | 561,136 | 540,563 | 665,758 | 665,758 |
| 710300 Health Insurance | 134,232 | 206,838 | 249,353 | 249,353 |
| 710400 Workers' Compensation Insurance | 29,076 | 24,179 | 31,191 | 31,191 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 2,185,940 | 2,267,996 | 2,609,249 | 2,609,249 |
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing and Personal Supplies | 582 | 5,000 | 5,000 | 5,000 |
| 720300 Communications | 13,133 | 9,604 | 13,000 | 13,000 |
| 720305 Microwave Radio Services | 5,665 | 5,991 | 5,465 | 5,465 |
| 720600 Insurance | 3,144 | 4,086 | 162,312 | 162,312 |
| 720800 Maintenance - Equipment | 0 | 8,313 | 900 | 900 |
| 721100 Memberships | 8,972 | 0 | 0 | 0 |
| 721300 Office Expense | 26,774 | 9,100 | 10,000 | 10,000 |
| 721309 Law Books | 0 | 2,550 | 0 | 0 |
| 721400 Professional & Specialized Services | 1,888,304 | 1,623,077 | 1,611,808 | 1,611,808 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PLANNING
(05900)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| SERVICES & SUPPLIES (continued) | | | | |
| 721500 Publications & Legal Notices | 29,479 | 25,000 | 32,000 | 32,000 |
| 721600 Rents & Leases - Equipment | 25,238 | 0 | 0 | 0 |
| 721601 Rents & Leases - Co Vehicles | 13,198 | 19,520 | 19,520 | 19,520 |
| 721900 Special Departmental Expense | 6,868 | 10,500 | 10,500 | 10,500 |
| 721969 Special Departmental Expense - Graffiti Abatement | 0 | 5,000 | 5,000 | 5,000 |
| 722000 Transportation & Travel | 12,776 | 20,000 | 20,000 | 20,000 |
| TOTAL SERVICES & SUPPLIES | 2,034,135 | 1,747,741 | 1,895,505 | 1,895,505 |
| OTHER CHARGES | | | | |
| 730330 Lease - Principal | 0 | 15,216 | 15,216 | 15,216 |
| 770100 Intrafund Expense/Revenues | | | 12,000 | 12,000 |
| TOTAL OTHER CHARGES | 0 | 15,216 | 27,216 | 27,216 |
| FIXED ASSETS | | | | |
| 740300 Equipment/Furniture | 288,743 | 0 | 0 | 0 |
| TOTAL FIXED ASSETS | 288,743 | 0 | 0 | 0 |
| TOTAL SERVICES & SUPPLIES | 2,322,878 | 0 | 0 | 0 |
| <u>TOTAL EXPENDITURES</u> | <u>4,508,818</u> | <u>4,030,953</u> | <u>4,531,970</u> | <u>4,531,970</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(566,658)</u> | <u>273,938</u> | <u>273,938</u> | <u>273,938</u> |

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, addressing, 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 Chief of Development Services 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)

| | <u>Actual 2020-21</u> | <u>Estimated 2021-22</u> | <u>Projected 2022-23</u> |
|---------------------------------------|----------------------------------|-------------------------------------|-------------------------------------|
| Conditional Use Permits/Variances | 25 | 20 | 20 |
| General Plan Amendments | 5 | 4 | 4 |
| Rezoning | 17 | 15 | 15 |
| Site Plan Review | 0 | 0 | 0 |
| Specific Plans | 0 | 0 | 0 |
| Mining Permits | 0 | 0 | 0 |
| Variances (Setbacks) | 21 | 12 | 15 |
| Zoning Permits | 12 | 14 | 15 |
| Lot Line Adjustments | 16 | 15 | 16 |
| Parcel Maps | 11 | 11 | 12 |
| Subdivisions | 9 | 9 | 7 |
| House Numbers | 425 | 500 | 600 |
| Zoning Violations | 711 | 800 | 800 |
| Citations/Request for Complaints | 0 | 0 | 0 |
| Review Building Permits | 1,863 | 1900 | 1900 |
| Review Business Licenses | 980 | 1200 | 1200 |
| Review Grading Permits | 104 | 100 | 105 |
| Public Hearings | 15 | 20 | 17 |
| Commission Meetings | 12 | 12 | 12 |
| Environmental Committee Meeting | 17 | 20 | 20 |
| Negative Declarations | 26 | 25 | 28 |
| Distressed Homes Registration | 21 | 40 | 42 |
| Distressed Homes Citations/Violations | 13 | 20 | 21 |

ESTIMATED REVENUES

620500 Zoning Permits (\$147,604) is recommended increased \$6,538 for zoning and setback permits.

630200 Other Court Fines (\$1,187,870) is recommended decreased \$4,452 based on special assessments on property and Code Enforcement fines and penalties.

CED - PLANNING DIVISION

ESTIMATED REVENUES (continued)

- 654000** **State – Other** (\$80,500) is recommended increased \$205 based on the Waste Tire Amnesty Grant, SB2 Grant and the Abandoned Vehicle Grant.
- 660800** **Planning & Engineering Services** (\$1,472,558) is recommended increased \$272,558 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** (\$1,345,500) is recommended based on the revenue for the CDBG Grant and shared salary.
- 662804** **LAFCO-REIMB FOR CO SERVICES** (\$9,000) is recommended increased \$3,000 for charges to LAFCO for rent, utilities and staff assistance.
- 670000** **Intrafund Revenue** (\$15,000) is recommended increased \$745 based on the revenue for shared salary.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,495,093) are recommended increased \$235,453 based on the cost of recommended staffing.
- 710103** **Extra Help** (\$167,854) is recommended decreased \$68,922 to provide staff resources when necessary to meet project deadlines. Extra help, retired annuitants and extra help Planners are utilized to fill the needs of the division. 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** (\$665,758) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$249,353) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$31,191) reflects the Division's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720200** **Clothing and Personal Supplies** (\$5,000) is recommended unchanged for uniform shirts issued to Code Enforcement Officers.
- 720300** **Communications** (\$13,000) is recommended increased \$3,396 for telephone costs and for wireless connections for four (4) iPads used by the Code Enforcement Officers in the field and eleven (11) 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** (\$5,465) is recommended decreased \$526 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.
- 720600** **Insurance** (\$162,312) reflects the Division's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$900) is recommended decreased \$7,413 and funds annual maintenance for folding machine.
- 721300** **Office Expense** (\$10,000) is recommended increased \$900 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.
- 721400** **Professional & Specialized Expense** (\$1,611,808) is recommended decreased \$11,269 for contracts with consultants for grants and special projects; revenues offset most of these expenses.
- 721500** **Publications & Legal Notices** (\$32,000) are recommended increased \$7,000 due to the rising cost of newspaper publication. Funds are used for publications for land use permit applications, public meetings and California Environmental Quality Act (CEQA) public hearing notices.
- 7210601** **Rents & Leases – Co Vehicles** (\$19,520) is recommended to lease vehicles from the Central Garage. 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.

OTHER CHARGES

- 730330** **Lease – Principal** (\$15,216) is recommended to fund the Division’s share of the business machine lease. The monthly business machine charge is \$874 plus color copies and copies in excess of the contract allowance, averaging an additional \$400 per month.
- 770100** **Intrafund Expense/Revenues** (\$12,000) is recommended to fund the Division’s share of the Voip phone system.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PLANNING
(05900)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | |
| 4222 | Executive Assistant to Dept Head | - | - | 1.0 | - | 1.0 | - | A |
| 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) | B |
| 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 | 3.0 | 1.0 | 5.0 | - | 2.0 | (1.0) | B, C |
| 3306 | Planning Technician or | | | | | | | |
| 3518 | Planning Aide | 1.0 | - | 1.0 | - | - | - | |
| 3261 | Senior Planner | 2.0 | 1.0 | 2.0 | - | - | (1.0) | A |
| TOTAL | | 14.0 | 3.0 | 17.0 | - | 3.0 | (3.0) | |

NOTES:

- A** Convert unfunded Senior Planner position and add funded Executive Assitant to the Department Head
- B** Convert unfunded Code Enforment Officer to Funded Planner
- C** Fund one unfunded Planner I/II/III

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: BUILDING AND FIRE SAFETY
 INSPECTIONS (01370)
 Function: Public Protection
 Activity: Protective Inspection
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| LICENSES, PERMITS & FRANCHISES | | | | |
| 620300 Construction Permits | 3,522,558 | 2,337,785 | 3,186,960 | 3,186,960 |
| 620700 Other Licenses & Permits | 2,530 | 310,000 | 335,000 | 335,000 |
| TOTAL LICENSES, PERMITS & FRANCHISES | 3,525,088 | 2,647,785 | 3,521,960 | 3,521,960 |
| FINES, FORFEITURES & PENALTIES | | | | |
| 630200 Other Court Fines | 3,050 | 16,000 | 18,200 | 18,200 |
| TOTAL FINES, FORFEITURES & PENALTIES | 3,050 | 16,000 | 18,200 | 18,200 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 660800 Planning & Engineering SVCS | 1,219,771 | 750,000 | 1,183,500 | 1,183,500 |
| TOTAL CHARGES FOR CURRENT SERVICES | 1,219,771 | 750,000 | 1,183,500 | 1,183,500 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 1,944 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 1,944 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>4,749,853</u> | <u>3,413,785</u> | <u>4,723,660</u> | <u>4,723,660</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 1,178,145 | 1,637,344 | 1,799,163 | 1,799,163 |
| 710103 Extra Help | 166,656 | 115,077 | 124,142 | 124,142 |
| 710105 Overtime | 8,791 | 10,000 | 40,000 | 40,000 |
| 710200 Retirement | 492,155 | 654,735 | 740,137 | 740,137 |
| 710300 Health Insurance | 165,347 | 333,239 | 383,328 | 383,328 |
| 710400 Workers' Compensation Insurance | 73,000 | 75,000 | 75,000 | 75,000 |
| 710110 Uniforms | 2,100 | 1,700 | 2,200 | 2,200 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 2,086,194 | 2,825,395 | 3,163,970 | 3,163,970 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **BUILDING AND FIRE SAFETY
INSPECTIONS (01370)**
Function: **Public Protection**
Activity: **Protective Inspection**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing & Personal Supplies | 1,648 | 5,000 | 5,000 | 5,000 |
| 720300 Communications | 9,625 | 12,000 | 20,000 | 20,000 |
| 720600 Insurance | 86,000 | 90,022 | 90,022 | 90,022 |
| 720800 Maintenance - Equipment | 536 | 1,000 | 1,000 | 1,000 |
| 721000 Medical, Dental & Lab Supplies | 0 | 250 | 250 | 250 |
| 721100 Memberships | 1,210 | 1,200 | 3,000 | 3,000 |
| 721300 Office Expense | 20,051 | 25,000 | 35,000 | 35,000 |
| 721400 Professional & Specialized Services | 606,636 | 500,000 | 1,426,000 | 1,426,000 |
| 721500 Publications & Legal Notices | 0 | 500 | 500 | 500 |
| 721600 Rents & Leases - Equipment | 8,495 | 0 | 0 | 0 |
| 721601 Rents & Leases - Co Vehicles | 52,940 | 76,500 | 85,000 | 85,000 |
| 721800 Small Tools & Instruments | 914 | 3,500 | 3,500 | 3,500 |
| 721900 Special Departmental Expense | 1,008 | 5,000 | 10,000 | 10,000 |
| 722000 Transportation & Travel | 9,934 | 35,000 | 35,000 | 35,000 |
| TOTAL SERVICES & SUPPLIES | 798,997 | 754,972 | 1,714,272 | 1,714,272 |
| OTHER CHARGES | | | | |
| 730330 Leases - Principal | 0 | 8,500 | 8,500 | 8,500 |
| 770100 Intrafund Expense/Revenues | 0 | 0 | 12,000 | 12,000 |
| TOTAL OTHER CHARGES | 0 | 8,500 | 20,500 | 20,500 |
| <u>TOTAL EXPENDITURES</u> | 2,885,190 | 3,588,867 | 4,898,742 | 4,898,742 |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(1,864,662)</u> | <u>175,082</u> | <u>175,082</u> | <u>175,082</u> |

CED - BUILDING AND FIRE SAFETY

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 4th 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 is being performed. For example, retaining walls require inspections of the footing, after block is laid and steel placed but before grouting, after backfilling has been placed, and when all work is finished.

ESTIMATED REVENUES

- 620300** **Construction Permits** (\$3,186,960) is recommended increased \$849,175 for residential and commercial building permits. Increase due to new development in Madera County.
- 620700** **Other Licenses & Permits** (\$335,000) is recommended increased \$25,000 for fire prevention projects and sprinkler permits. Increased due to new development in Madera County.
- 632000** **Other Court Fines** (\$18,200) is recommended unchanged for fees collected for life safety violations and citations.
- 660800** **Planning & Engineer Service** (\$1,183,500) is recommended increased \$433,500 for fees collected from commercial and residential plan. Increased due to new development in Madera County

CED - BUILDING AND FIRE SAFETY

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,799,163) is recommended increased \$161,819 based on the cost of recommended salaries with the proposed staffing levels.
- 710103** **Extra Help** (\$124,142) is recommended increased \$9,065 to fund two Office Assistants, one Program Assistant and one Permit Technician to assist with the accounts payable, inspection scheduling, and notices on expired permits and building violations.
- 710105** **Overtime** (\$40,000) is recommended increased \$30,000 to allow personnel to meet periodic demand of the development community. Increased due to new development in Madera County.
- 710200** **Retirement** (\$740,137) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$383,328) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$75,000) reflects the Division's contribution to the County's Self-Insurance Internal Service Fund.
- 710700** **Uniforms** (\$2,200) is recommended increased \$500 for additional inspection staff added to payroll to compensate for staff's laundering/maintenance of required uniforms.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$5,000) is recommended unchanged to fund uniform shirts, rain gear, gloves, boot purchase reimbursement of 50% and hard hats for protection worn by field staff at inspection sites.
- 720300** **Communications** (\$20,000) is recommended increased \$3,800 for additional cell phones for new staff; This line item purchases cellular phones for improving effectiveness and efficiency of the division and customer service. Additionally, data plans for 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** (\$90,022) reflects the Division's contribution to the County's Self-Insured Liability Program.

CED - BUILDING AND FIRE SAFETY

SERVICES & SUPPLIES (continued)

- 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** (\$3,000) is recommended increased \$1,800 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** (\$35,000) is recommended increased \$10,000 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** (\$1,426,000) is recommended increased \$926,000 for use of outside contractors for specialized plan checking and inspectors when the workload exceeds staffing, (Interwest Consulting Group and BPR Consulting Group), as well as the technical support services from Computronix for the maintenance of the POSSE database. Increased due to new development in Madera County.
- 721500** **Publications and Legal Notices** (\$500) is recommended unchanged for public notices of Fee Increases and Relocation Hearings which are required per state law.
- 721601** **Rents & Leases – Co Vehicles** (\$85,000) is recommended increased \$8,500 to lease vehicles from the Central Garage The division has eleven vehicles.
- 721800** **Small Tools & Instruments** (\$3,500) is recommended unchanged to provide for the Division's need for equipment such as ladders, toolboxes, flashlights, and tools needed to carry out inspections.
- 721900** **Special Departmental Expense** (\$10,000) is recommended increased \$5,000 to purchase batteries for GPS units, cameras, other minor special needs expenses, and the estimated cost for the Building Official's certification renewals.

SERVICES & SUPPLIES (continued)

722000 **Transportation & Travel** (\$35,000) is recommended unchanged 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.

OTHER CHARGES

730330 **Leases – Principal** (\$8,500) is recommended for the business machine lease.

770100 **Interfund Expense/Revenues** (\$12,000) is recommended for office phone system.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **BUILDING
INSPECTIONS (01370)**
Function: **General**
Activity: **Property Management**
Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 1.0 | - | 1.0 | - | - | - | |
| 3205 | Administrative Analyst I or | | | | | | | |
| 3206 | Administrative Analyst II or | | | | | | | |
| 3209 | Senior Administrative Analyst | 1.0 | - | 1.0 | - | - | - | |
| 3151 | Building Inspector I or | | | | | | | |
| 3152 | Building Inspector II or | | | | | | | |
| 4119 | Building Inspector III | 7.0 | - | 8.0 | - | 1.0 | - | A |
| 4134 | Building Permit Services Manager | 1.0 | | 1.0 | | - | - | B |
| 3377 | Business Systems Information Analyst I or | | | | | | | |
| 3378 | Business Systems Information Analyst II or | | | | | | | |
| 3379 | Senior Business Systems Information Analyst | 1.0 | - | 1.0 | - | - | - | C |
| 4103 | Deputy Director of CED-Building and Fire Safety | 1.0 | - | 1.0 | - | - | - | |
| 3154 | Fire Prevention Officer | 3.0 | - | 3.0 | - | - | - | |
| 4211 | Plan Checker I or | | | | | | | |
| 4212 | Plan Checker II or | | | | | | | |
| 4213 | Plan Checker III | 4.0 | - | 5.0 | - | 1.0 | - | D |
| 3636 | Program Assistant I or | - | | - | | - | - | |
| 3637 | Program Assistant II | 2.0 | | 2.0 | | - | - | |
| 3418 | Permit Technician | 4.0 | - | 4.0 | - | - | - | |
| 3150 | Supervising Building Inspector | - | 1.0 | - | 1.0 | - | - | |

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **BUILDING
INSPECTIONS (01370)**
Function: **General**
Activity: **Property Management**
Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22</u> <u>Authorized</u> <u>Positions</u> | | <u>2022-23</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> | |
| 4214 | Supervising Plan Checker | 1.0 | - | | 1.0 | (1.0) | 1.0 | E |
| 3513 | Senior Permit Technician | 1.0 | - | 1.0 | - | - | - | |
| TOTAL | | <u>27.0</u> | <u>1.0</u> | <u>28.0</u> | <u>2.0</u> | <u>1.0</u> | <u>1.0</u> | |

NOTES:

- A** Adding one (1) FTE Building Inspector to meet current work flow demand
- B** Created and funding started mid year FY 21-22. Funding - reallocated Supervising Plan Checker. We wish to retain the Supervising Plan Checker position if needed at a later date and funding is available.
- C** Flexibly staffing the Business Systems Information Analyst up to the senior level
- D** Adding one (1) FTE Plan Checker to meet current work flow demand. Funding - reallocated funding from Supervising Building Inspector. We wish to retain the Supervising Building Inspector position if needed at a later date and funding is available.
- E** Unfunding Supervising Plan Checker.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: COUNTY GSAs
(05950)
Function: Public Protection
Activity: Development and Implementatio
Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| LICENSES & PERMITS | | | | |
| 620704 Environmental Health Permits | 21,606 | 18,000 | 0 | 0 |
| TOTAL LICENSES & PERMITS | 21,606 | 18,000 | 0 | 0 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654501 State - Water Grant | 730,727 | 1,178,828 | 5,151,000 | 5,151,000 |
| TOTAL INTERGOVERNMENTAL REVENUE | 730,727 | 1,178,828 | 5,151,000 | 5,151,000 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662801 Interfund Revenue-Cost Plan | 0 | 2,542,640 | 2,171,829 | 2,171,829 |
| TOTAL CHARGES FOR CURRENT SERVICES | 0 | 2,542,640 | 2,171,829 | 2,171,829 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 1,655,195 | 404,078 | 404,078 | 404,078 |
| TOTAL OTHER FINANCING SERVICES | 1,655,195 | 404,078 | 404,078 | 404,078 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>2,407,528</u> | <u>4,143,546</u> | <u>7,726,907</u> | <u>7,726,907</u> |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 366,871 | 878,843 | 842,742 | 842,742 |
| 710103 Temporary Salaries | 14,637 | 34,282 | 0 | 0 |
| 710107 Premium Pay | 0 | 0 | 1,600 | 1,600 |
| 710200 Retirement | 155,484 | 307,385 | 354,550 | 354,550 |
| 710300 Health Insurance | 53,036 | 114,910 | 119,790 | 119,790 |
| 710400 Workers' Compensation Insurance | 1,847 | 2,000 | 2,500 | 2,500 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 591,875 | 1,337,420 | 1,321,182 | 1,321,182 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 3,654 | 7,000 | 4,000 | 4,000 |
| 720600 Insurance | 135 | 500 | 1,000 | 1,000 |
| 721100 Memberships | 8,497 | 12,000 | 14,000 | 14,000 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: COUNTY GSAs
(05950)
Function: Public Protection
Activity: Development and Implementatio
Fund: General

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|--|---------------------------|---------------------------------------|---|--|
| 721300 Office Expense | 11,180 | 16,500 | 16,500 | 16,500 |
| 721400 Professional & Specialized Services | 1,295,856 | 2,707,526 | 6,324,600 | 6,324,600 |
| 721600 Rents & Leases | 8,327 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 683 | 3,000 | 3,000 | 3,000 |
| 722000 Transportation & Travel | 4,650 | 34,500 | 30,000 | 30,000 |
| TOTAL SERVICES & SUPPLIES | 1,332,982 | 2,781,026 | 6,393,100 | 6,393,100 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 8,400 | 11,200 | 11,200 |
| TOTAL OTHER CHARGES | 0 | 8,400 | 11,200 | 11,200 |
| LOANS | | | | |
| 770100 Intrafund Expenses | 0 | 0 | 1,425 | 1,425 |
| TOTAL LOANS | 0 | 0 | 1,425 | 1,425 |
| <u>TOTAL EXPENDITURES</u> | <u>1,924,857</u> | <u>4,126,846</u> | <u>7,726,907</u> | <u>7,726,907</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(482,671)</u> | <u>(16,700)</u> | <u>0</u> | <u>0</u> |

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.

This budget funds administration and planning for County managed Groundwater Sustainability Agencies. Additional funds for projects could be raised through a separate Proposition 218 effort.

EXPECTED REVENUES

- 620704** **Environmental Health Permits** (\$0) is recommended to decrease as the funds received in this account will be transferred to the new Drought ORG KEY.
- 654501** **State – Water Grant** (\$5,151,000) is recommended to increase as this is the reimbursement expected for Prop. 68.
- 662801** **Interfund Revenue** (\$2,171,829) is recommended funded for reimbursement of countywide services.
- 673000** **Miscellaneous Revenue** (\$0) is recommended to decrease as no additional revenue is expected.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$842,742) are recommended decreased \$36,101 for the cost of Water and Natural Resources Staff.
- 710103** **Temporary Salaries** (\$0) is recommended to decrease as there is no extra-help staff in the Department.

SALARIES & EMPLOYEE BENEFITS (continued)

- 710107 **Premium Pay** (\$1,600) is recommended to pay for the cost of bilingual staff.
- 710200 **Retirement** (\$354,550) is recommended increased \$47,165 for the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300 **Health Insurance** (\$119,790) is recommended increased \$4,880 for the employer's share of health insurance premiums.
- 710400 **Workers' Compensation** (\$2,500) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300 **Communications** (\$4,000) is recommended based on the projected cost of communications services for the Department and outreach.
- 721100 **Memberships** (\$14,000) is recommended to cover the membership costs for the Department staff.
- 721300 **Office Expense** (\$16,500) is recommended for general office supplies.
- 721400 **Professional & Specialized Expense** (\$6,324,600) is recommended to pay for specialized engineering and geotechnical services related to the GSA, will be partially covered by state grants.
- 721900 **Special Departmental Expense** (\$3,000) is recommended unchanged for staff apparel and project meetings.
- 722000 **Transportation & Travel** (\$30,000) is recommended decreased \$4,500 due to the COVID-19 Pandemic. It will cover the costs for staff training.
- 730330 **Rents/Leases Principal-GASB** (\$11,200) is recommended to cover the cost of the printer services for the Department.
- 770100 **Intrafund Expenses** (\$1,425) is recommended increased \$1,425 to cover VoIP phones in the office.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: COUNTY GSAs
(05950)
Function: Public Protection
Activity: Development and Implementation
Fund: General

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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> | |
| 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 or | | | | | | | |
| 4218 | Water Resources Specialist II or | | | | | | | |
| 4219 | Water Resources Specialist III | 6.0 | - | 6.0 | - | - | - | A |
| 3205 | Administrative Analyst I or | | | | | | | |
| 3206 | Administrative Analyst II or | | | | | | | |
| 3209 | Senior Administrative Analyst or | | | | | | | |
| 4126 | Principal Administrative Analyst or | 1.0 | - | 1.0 | - | - | - | A |
| 3636 | Program Assistant I or | | | | | | | |
| 3637 | Program Assistant II | 1.0 | - | 1.0 | - | - | - | A |
| TOTAL | | 10.0 | - | 10.0 | - | - | - | |

Notes:

A Flexible staffing is recommended for growth, retention and recruitment

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: COUNTY GSAs (Drought)
 (05951)
 Function: Public Protection
 Activity: Development and Implementatio
 Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| LICENSES & PERMITS | | | | |
| 620704 Environmental Health Permits | 0 | 0 | 45,000 | 45,000 |
| TOTAL LICENSES & PERMITS | 0 | 0 | 45,000 | 45,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>0</u> | <u>45,000</u> | <u>45,000</u> |
| <u>ESTIMATED EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721400 Professional & Specialized Services | 0 | 0 | 45,000 | 45,000 |
| TOTAL SERVICES & SUPPLIES | 0 | 0 | 45,000 | 45,000 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>0</u> | <u>45,000</u> | <u>45,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

COMMENTS

Senate Bill 552 requires counties in the state of California the development of a Drought and Water Shortage Risk Analysis and Response Plan in response to the current state of the drought.

With the passage of the Resolution No 2021-158, the Madera County Board of Supervisors authorized the Water and Natural Resources Department to develop the plan required by Senate Bill 552. With the development of this plan, the Water and Natural Resources Department will facilitate drought and water shortage preparedness for small water systems and domestic wells within the County's jurisdiction.

EXPECTED REVENUES

620704 **Environmental Health Permits** (\$45,000) is recommended for the Department's projected portion of permit fees and will be utilized for the development of the "Drought and Water Shortage Risk Analysis and Response Plan" required by Senate Bill 552.

SERVICES & SUPPLIES

721400 **Professional & Specialized Expense** (\$45,000) is recommended to pay for the development of this plan required by Senate Bill 552.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: FLOOD CONTROL
 (15010)
 Function: Flood Control
 Activity: FCWCA
 Fund: Enterprise Fund

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--------------------------|-------------------------------------|---|--------------------------------------|
| Beginning Balance | 353,119 | 96,992 | 115,291 | 115,291 |
| <u>ESTIMATED REVENUES:</u> | | | | |
| 610100 Cur Sec Prop Tax | 225,636 | 224,000 | 228,480 | 228,480 |
| 610200 Cur Unsecured Prop Tax | 2,659 | 1,100 | 1,122 | 1,122 |
| 610300 Prior Secured Prop Tax | 0 | 100 | 102 | 102 |
| 610400 Prior Unsecured Prop Tax | 206 | 250 | 255 | 255 |
| 610600 Cur Supplemental Prop Tax | 1,488 | 3,100 | 3,162 | 3,162 |
| 610700 Prior Supplemental Prop Tax | 10 | 50 | 51 | 51 |
| 610904 Timber Yield Tax | 29 | 0 | 0 | 0 |
| 640101 Interest on Cash | 3,791 | 1,000 | 1,020 | 1,020 |
| 652900 ST - H/O Prop Tax | 2,099 | 2,200 | 2,244 | 2,244 |
| 654535 ST - Grant | 1,806,559 | 2,006,000 | 733,532 | 733,532 |
| 659010 RDA Pass Thru | 45,157 | 42,000 | 42,000 | 42,000 |
| 673000 Miscellaneous Revenue | 0 | 10,000 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | 2,087,635 | 2,289,800 | 1,011,968 | 1,011,968 |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 0 | 68,498 | 71,923 | 71,923 |
| 710200 Retirement | 0 | 32,095 | 33,000 | 33,000 |
| 710300 Health Insurance | 0 | 11,491 | 11,979 | 11,979 |
| 710400 Workers' Compensation Insurance | 0 | 1,847 | 2,309 | 2,309 |
| TOTAL SALARIES & BENEFITS | 0 | 113,931 | 119,211 | 119,211 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: FLOOD CONTROL
 (15010)
 Function: Flood Control
 Activity: FCWCA
 Fund: Enterprise Fund

| | ACTUAL | BOARD | DEPARTMENT | CAO |
|---|-------------------------|-------------------------|-------------------------|-------------------------|
| | <u>2020-21</u> | <u>APPROVED</u> | <u>REQUEST</u> | <u>RECOMMENDED</u> |
| | | <u>2021-22</u> | <u>2022-23</u> | <u>2022-23</u> |
| SERVICES & SUPPLIES | | | | |
| 720100 Agriculture | 0 | 1,500 | 1,500 | 1,500 |
| 720300 Communication | 0 | 1,230 | 750 | 750 |
| 720600 Insurance | 0 | 135 | 135 | 135 |
| 721100 Memberships | 0 | 1,500 | 1,500 | 1,500 |
| 721300 Office Expense | 0 | 3,450 | 2,000 | 2,000 |
| 721400 Professional & Specialized Services | 1,403,423 | 978,800 | 425,000 | 425,000 |
| 721427 Property Tax Admin | 5,623 | 4,500 | 4,500 | 4,500 |
| 721900 Special Departmental Expense | 0 | 224,900 | 10,000 | 10,000 |
| 722000 Transportation & Travel | 0 | 14,000 | 14,000 | 14,000 |
| TOTAL SERVICES & SUPPLIES | 1,409,045 | 1,230,015 | 459,385 | 459,385 |
| OTHER EXPENSES | | | | |
| 730503 Interest on Special District Loans | 13,283 | 13,300 | 0 | 0 |
| 731400 Interfund Expense | 0 | 0 | 285 | 285 |
| 740100 Land | 193,737 | 0 | 0 | 0 |
| 740301 Capital Assets > \$5,000 | 94,864 | 41,000 | 0 | 0 |
| TOTAL OTHER EXPENSES | 301,883 | 54,300 | 285 | 285 |
| <u>TOTAL EXPENDITURES</u> | <u>1,710,929</u> | <u>1,398,246</u> | <u>578,881</u> | <u>578,881</u> |
| <u>USE OF FUND BALANCE (EXP-REV)</u> | <u>(376,706)</u> | <u>(891,554)</u> | <u>(433,087)</u> | <u>(433,087)</u> |

This is not a General Fund Budget

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.

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** (\$233,172) is recommended from revenue received from Cur Sec Prop Tax (\$228,480), Cur Unsecured Prop Tax (\$1,122), Prior Secured Prop Tax (\$102) Prior Unsecured Prop Tax (\$255), Cur Supplemental Prop Tax (\$3,162), Prior Supplemental Prop Tax (\$51), Timber Yield Tax (\$0).

640100 **Interest on Cash** (\$1,020) is recommended for Interest on cash in Flood Control.

652900 **ST- H/O Prop Tax** (\$2,244) is recommended for revenue received from property tax

654535 **ST- Grant** (\$733,532) is recommended for revenue received from State grants.

SPECIAL NOTE: Expected Grant Revenue for ongoing grants:

- Prop 1E Flood System Repair and Rehab (\$125,532)
- Flood Maintenance Assistant Program (\$304,000)
- Emergency Action Plan (\$304,000)

659010 **RDA Pass Thru** (\$42,000) is recommended for revenue received from tax increment revenue within the flood district.

673000 **Miscellaneous Revenue** (\$0) is recommended to decrease as no miscellaneous revenue is expected for this fiscal year.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$71,923) is recommended increased \$3,425 for the cost of Flood Staff.

FLOOD CONTROL

SALARIES & EMPLOYEE BENEFITS (continued)

- 710200** **Retirement** (\$33,000) is recommended increased \$905 for the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$11,979) is recommended increased \$488 based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$2,309) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720100** **Agriculture** (\$1,500) is recommended unchanged for vegetation and pest control purposes.
- 720300** **Communications** (\$750) is recommended decreased \$480 based on the projected cost of communications for the Department.
- 721100** **Memberships** (\$1,500) is recommended unchanged to \$1,500 to fund memberships needed for staff.
- 721300** **Office Expense** (\$2,000) is recommended to decrease \$1,450 to provide for general office supplies for continuing department functionality.
- 721400** **Professional & Specialized Services** (\$425,000) is recommended decreased \$552,800 for work to be performed as follows:

SPECIAL NOTE: The revenue in the Flood Control budget is not adequate to fund all essential projects. (* Represents a state grant; ** Unfunded requirements)

*Flood Maintenance Assistance Program - \$304,000 (All Grant, no match needed)

Indian Lakes SWRCB, Water Rights, Monitoring & Filing - \$10,000

*Emergency Action Plan- \$304,000 (All Grant)

California Department of Fish & Wildlife 1602 Application & Permit and Implementation - \$33,500

Flood Control Funding/Consulting - \$100,000

**MS4/NPDES Permit \$50,000 (and \$12,500 annual fee)

**SWRCB Aquatic Weed NPDES Permit - \$3,000

**NFIP Administration - \$25,000

Fresno River Channel Clean-Up - \$25,000

**Channel Maintenance (Emergency) - \$100,000

**Flood Repairs/Patrol Services (Emergency) - \$100,000

**Rodent Control - \$15,000

FLOOD CONTROL

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.
- 721601** **Rent/LSE CO Vehicle** (\$700) is recommended for payment of mileage used in the Department vehicles.
- 721900** **Special Departmental Expense** (\$10,000) is recommended to purchase all items necessary for making sandbags available to the public during the rainy season (\$9,500) and Personal Protective Equipment (\$500).
- 722000** **Trans/Travel/Educ** (\$14,000) is recommended unchanged \$14,000 to provide funds for training and traveling of staff.
- 730503** **Interest on Special District Loans** (\$0) is recommended as there is no remaining principal or interest on Special District Loans.
- 731400** **Interfund Expenses** (\$285) is recommended increased \$285 to pay for VoIP phones in the office.
- 740301** **Capital Assets > \$5,000** (\$0) is recommended to decrease as the Department is expecting to purchase the items required for the Emergency Action Plan (EAP) Grant before the end of the fiscal year FY 21-22.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: FLOOD CONTROL
 (15010)
 Function: Flood Control
 Activity: FCWCA
 Fund: Enterprise Fund

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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> | |
| 4217 | Water Resources Specialist I or | | | | | | | |
| 4218 | Water Resources Specialist II or | | | | | | | |
| 4219 | Water Resources Specialist III | 1.0 | - | 1.0 | - | - | - | A |
| 3205 | Administrative Analyst I | - | 1.0 | - | 1.0 | - | - | |
| 3836 | Senior Grounds/Flood Control Maint Worker | - | 1.0 | - | 1.0 | - | - | |
| TOTAL | | <u>1.0</u> | <u>2.0</u> | <u>1.0</u> | <u>2.0</u> | <u>-</u> | <u>-</u> | |

NOTES:

A Flexible staffing is recommended for growth, retention and recruitment

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: LOCAL AGENCY FORMATION
 COMMISSION (06100)
 Function: Public Protection
 Activity: Other Protection
 Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>EXPENDITURES</u> | | | | |
| OTHER CHARGES | | | | |
| 731305 Contributions to Other Agencies | 32,305 | 12,944 | 65,093 | 65,093 |
| <u>TOTAL EXPENDITURES</u> | 32,305 | 12,944 | 65,093 | 65,093 |
| <u>NET COUNTY COST (EXP - REV)</u> | 32,305 | 12,944 | 65,093 | 65,093 |

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 Members, and one citizen-at-large), and two alternate members (one County Supervisor and one City Council Member). 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 \$9,000.

EXPENDITURES

731305 **Contributions to Other Agencies** (\$65,093) is recommended as the County's contribution for Fiscal Year 2022-23 based on the final budget adopted by LAFCO on March 30, 2022.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **ANIMAL SERVICES
(06000)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| LICENSES, PERMITS & FRANCHISES | | | | |
| 620100 Animal Licenses | 33,528 | 60,000 | 60,000 | 60,000 |
| TOTAL LICENSES, PERMITS & FRANCHISES | 33,528 | 60,000 | 60,000 | 60,000 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661400 Humane Services | 198,642 | 240,000 | 240,000 | 240,000 |
| 662100 Sanitation | 30 | 0 | 0 | 0 |
| TOTAL CHARGES FOR CURRENT SERVICES | 198,672 | 240,000 | 240,000 | 240,000 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfer In | 10,931 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 10,931 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>243,131</u> | <u>300,000</u> | <u>300,000</u> | <u>300,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 444,049 | 548,981 | 822,009 | 692,450 |
| 710103 Extra Help | 139,978 | 55,545 | 0 | 0 |
| 710105 Overtime | 6,989 | 15,000 | 20,000 | 20,000 |
| 710106 Standby Pay | 16,098 | 17,000 | 17,000 | 17,000 |
| 710110 Uniform Allowance | 3,088 | 3,000 | 3,000 | 3,000 |
| 710200 Retirement | 221,845 | 236,353 | 340,139 | 287,524 |
| 710300 Health Insurance | 101,871 | 134,633 | 206,131 | 164,777 |
| 710400 Workers' Compensation Insurance | 169,033 | 149,715 | 193,132 | 193,132 |
| <i>Salary Savings (5%)</i> | | | | (48,999) |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **ANIMAL SERVICES
(06000)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

| | ACTUAL | BOARD | DEPARTMENT | CAO |
|---|-------------------------|-------------------------|-------------------------|-------------------------|
| | <u>2020-21</u> | <u>2021-22</u> | <u>2022-23</u> | <u>2022-23</u> |
| | 1,102,951 | 1,160,227 | 1,601,411 | 1,328,884 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | | | | |
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing & Personal Supplies | 319 | 500 | 500 | 500 |
| 720300 Communications | 5,610 | 7,000 | 7,000 | 7,000 |
| 720500 Household Expense | 11,313 | 15,000 | 25,000 | 25,000 |
| 720600 Insurance | 26,396 | 65,549 | 88,521 | 88,521 |
| 720800 Maintenance - Equipment | 10,439 | 10,000 | 10,000 | 10,000 |
| 721100 Memberships | 250 | 270 | 270 | 270 |
| 721300 Office Expense | 9,287 | 12,000 | 12,000 | 12,000 |
| 721400 Professional & Specialized Services | 32,866 | 50,000 | 250,000 | 250,000 |
| 721500 Publications & Legal Notices | 49 | 500 | 500 | 500 |
| 721601 Rents & Leases - Co Vehicles | 39,976 | 55,000 | 55,000 | 55,000 |
| 721900 Special Departmental Expense | 55,091 | 60,000 | 70,000 | 70,000 |
| 722000 Transportation & Travel | 2,548 | 4,000 | 4,000 | 4,000 |
| TOTAL SERVICES & SUPPLIES | 194,145 | 279,819 | 522,791 | 522,791 |
| FIXED ASSETS | | | | |
| 740300 Equipment/Furniture | 13,500 | 0 | 0 | 0 |
| TOTAL FIXED ASSETS | 13,500 | 0 | 0 | 0 |
| <u>TOTAL EXPENDITURES</u> | <u>1,310,596</u> | <u>1,440,046</u> | <u>2,124,202</u> | <u>1,851,675</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>1,067,465</u> | <u>1,140,046</u> | <u>1,824,202</u> | <u>1,551,675</u> |

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 2021, the Animal Services Department (Department) received 2,319 homeless or stray animals. The live release rate improved from 83.41 percent in Fiscal Year 2019-20 to 89.75 percent in Fiscal Year 2020-21, which is an improvement of 6.34 percent. This increase in the live release rate, during the COVID outbreak, is due to the extraordinary assistance we received from our Bay Area Rescue Partners.

However, in June of 2021 we began to see a substantial decrease in the live release rate. From July 1, 2021, through December 31, 2021, the live release rate dropped to 80.97 percent. Starting in June of 2021, as CA began to reopen and people went back to work, adoptions with our rescue partners plummeted, causing a major decrease in the number of animals they were able to rescue. Intake of animals into our shelter also increased as more people lost jobs and, in some cases, their homes due to the pandemic.

Currently, nearly half of all intakes seen at the shelter are from within City of Madera limits:

WORKLOAD

| | <u>City</u> | <u>County</u> | <u>Total</u> |
|------------------------------------|-------------|---------------|--------------|
| <u>Fiscal Year 2021-22</u> | | | |
| Dogs | 727 (46%) | 864 (54%) | 1,591 |
| Cats | 266 (48%) | 288 (52%) | 554 |
| Total | 993 (46%) | 1,152 (54%) | 2,145 |
| | | | |
| | <u>City</u> | <u>County</u> | <u>Total</u> |
| <u>July 2021 – April 22</u> | | | |
| Dogs | 673 (46%) | 799 (54%) | 1,472 |
| Cats | 249 (61%) | 157 (39%) | 406 |
| Total | 922 (49%) | 956 (51%) | 1,878 |

Capacity for care of these animals has diminished as our staff was taxed with the daily cleaning and feeding of an overabundance of animals which left very little time for enrichment, which is critical for the well-being of the animals in our care. The situation at the shelter has been, and continues to be, in a state of emergency which can only be remedied by an increase in funding and positions. This department has made

ANIMAL SERVICES

COMMENTS (continued)

incredible progress in complying with the recommendations made in the Shelter Assessment in 2019 by Team Shelter USA. The department cannot sustain the work and future improvements that need to be done to truly make the shelter a place that we all can be proud of.

In FY 2010-11, the Department had seventeen (17) Full Time Equivalent (FTE) funded positions. The following fiscal year, the Department was reduced to nearly half the number of FTE's with ten (10) FTE's funded. Currently, the Department has thirteen (13) FTE funded positions, four (4) FTE's less than in FY2010-11. Temporary staffing has been utilized by the Department to ensure all critical functions related to the care of animals in the shelter are completed. On average, the department has utilized four (4) temporary staff to supplement the 13 FTE positions. In FY 2022-23, the number of funded positions is recommended increased to twenty (20) FTEs. Four (4) FTEs are recommended to allow the department to move away from ongoing use of temporary staffing. Three (3) FTE new positions are also recommended to maintain a healthy environment for both employees and animals in our care. This recommended increase in positions would help to improve adoptions, rescues, enrichment of animals and to give our current employees a chance to advance into positions requiring a higher skill set, that are needed to accomplish these goals. To mitigate the impact of this increase, the proposed seven (7) FTEs is requested to be funded as of January 1, 2023, to allow the completion of the peace officer classification and compensation study. The department will also conduct a Board workshop on the status of services in animal shelter and seek direction prior to recruitment of any of the proposed new positions.

ESTIMATED REVENUES

620100 Animal Licenses (\$60,000) is recommended unchanged based on projections in the current fiscal year.

661400 Humane Services (\$240,000) 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 - 1st violation; \$100.00 - 2nd violation; \$200.00 - 3rd violation)
- Leash Law Violations Altered (\$25.00 - 1st violation; \$50.00 - 2nd violation; \$100.00 - 3rd violation)

ANIMAL SERVICES

SALARIES & EMPLOYEE BENEFITS

- 710102** Permanent Salaries (\$692,450) are recommended increased \$143,469 due to the recommended transition from extra help staff to all permanent staffing.
- 710103** Extra Help (\$0) is not recommended in this fiscal year.
- 710105** Overtime (\$20,000) is recommended increased \$5,000 due to staff shortages 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 (\$287,524) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** Health Insurance (\$164,777) is based on the employer's share of health insurance premiums.
- 710400** Workers' Compensation (\$193,132) 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 (\$25,000) is recommended increased \$10,000, for purchasing of cleaning supplies, laundry soap, latex gloves, sanitation supplies and equipment.

ANIMAL SERVICES

SERVICES & SUPPLIES (continued)

- 720600** **Insurance** (\$88,521) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$10,000) is recommended unchanged 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 recommended unchanged for office supplies and printing of citation books, license books and other forms necessary for the department operation.
- 721400** **Professional & Specialized Services** (\$250,000) are recommended increased \$200,000 to fund a County-wide spay and neuter program (\$200,000); It is estimated that approximately \$100,000 of the funds will be issued to City of Madera residents and \$100,000 of the funds will be issued to County residents. This program will be rolled out County-wide as the number of City of Madera strays and intakes affect the workload of County employees and eventually County cost. In addition, veterinarians treating injured animals as required by state law are reimbursed from this account (\$50,000). 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.
- 721601** **Rents & Leases – Co Vehicles** (\$55,000) is recommended unchanged for the use of vehicles from Fleet Services.
- 721900** **Special Departmental Expense** (\$70,000) is recommended increased \$10,000 to provide for the cost of animal food, euthanasia drugs, and miscellaneous supplies. Intake of animals has increased by eighty animals. Animal food prices and controlled substances have increased. The cost of feed for dogs and cats averages \$30,000 per year.
- 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 2022-23**

Department: **ANIMAL SERVICES
(06000)**
Function: **Public Protection**
Activity: **Other Protection**
Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | 1.0 | - | - | - | |
| 3421 | Animal Services Assistant or | | | | | - | - | |
| 3415 | Kennel Attendant | 7.0 | 2.0 | 12.0 | - | 5.0 | (2.0) | A |
| 2130 | Animal Services Director | 1.0 | - | 1.0 | - | - | - | |
| 3410 | Animal Services Officer I or | | | | | | | |
| 3409 | Animal Services Officer II | 3.0 | 2.0 | 5.0 | - | 2.0 | (2.0) | B |
| 3408 | Supervising Animal Services Officer | 1.0 | - | 1.0 | - | - | - | |
| TOTAL | | 13.0 | 4.00 | 20.0 | - | 7.0 | (4.0) | |

NOTES:

- A** Funding two (2) FTE unfunded Animal Services Assistants or Kennel Attendants and adding five (5) FTE Animal Services Assistants or Kennel Attendants, based on current workload. The addition will reduce the utilization of extra help positions in the department. This classification is pending the Peace Officer class study
- B** Funding two (2) FTE Animal Services Officer I/II based on need from department. This classification is pending the Peace Officer class study

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: FISH AND GAME FINES
 (11200)
 Function: Public Protection
 Activity: Other Protection
 Fund: Fish and Game

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| BEGINNING FUND BALANCE | 15,258 | 16,970 | 14,590 | 14,590 |
| <u>ESTIMATED REVENUES:</u> | | | | |
| FINES, FORFEITURES & PENALTIES | | | | |
| 630206 FISH & GAME FINES | 1,331 | 2,200 | 2,200 | 2,200 |
| 630222 ST PENALTY PC1464 CO SHARE | 802 | 1,300 | 1,300 | 1,300 |
| TOTAL FINES, FORFEITURES & PENALTIES | 2,133 | 3,500 | 3,500 | 3,500 |
| REVENUE FROM USE OF MONEY/PROP | | | | |
| 640101 Interest on Cash | 70 | 100 | 100 | 100 |
| TOTALREVENUE FROM USE OF MONEY/PROP | 70 | 100 | 100 | 100 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>2,202</u> | <u>3,600</u> | <u>3,600</u> | <u>3,600</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721900 Special Departmental Expense | 3,193 | 5,000 | 5,000 | 5,000 |
| TOTAL SERVICES & SUPPLIES | 3,193 | 5,000 | 5,000 | 5,000 |
| <u>TOTAL EXPENDITURES</u> | <u>3,193</u> | <u>5,000</u> | <u>5,000</u> | <u>5,000</u> |
| <u>USE OF FUND BALANCE (EXP - REV)</u> | <u>991</u> | <u>1,400</u> | <u>1,400</u> | <u>1,400</u> |

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 24th, 2017.

ESTIMATED REVENUE

Revenue for this budget for 2022-23 is projected at \$3,600 based on prior year receipts. At the end of the 2020-21 fiscal year, the cash balance for the Fish and Game Fines Fund was \$14,267. As of April 30, 2022, the Fund had a balance of \$14,413.

SERVICES & SUPPLIES

721900 Special Departmental Expense (\$5,000) is recommended unchanged for the 2022-23 fiscal year.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: TRIAL COURT
OPERATIONS (02300)
Function: Public Protection
Activity: Judicial
Fund: General

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|--|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| FINES, FORFEITURES & PENALTIES | | | | |
| 630100 Vehicle Code Fines | 36,223 | 49,327 | 61,602 | 61,602 |
| 630200 Other Court Fines | 925,589 | 1,081,804 | 1,069,529 | 1,069,529 |
| TOTAL FINES, FORFEITURES & PENALTIES | 961,813 | 1,131,131 | 1,131,131 | 1,131,131 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661200 Court Fees and Costs | 158,009 | 180,000 | 180,000 | 180,000 |
| TOTAL CHARGES FOR CURRENT SERVICES | 158,009 | 180,000 | 180,000 | 180,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>1,119,822</u> | <u>1,311,131</u> | <u>1,311,131</u> | <u>1,311,131</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 720900 Maintenance-Buildings & Improvements | 1,878 | 6,100 | 6,100 | 6,100 |
| 722100 Utilities | 8,097 | 15,757 | 15,757 | 15,757 |
| TOTAL SERVICES & SUPPLIES | 9,975 | 21,857 | 21,857 | 21,857 |
| 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 | 263,589 | 263,590 | 263,590 | 263,590 |
| TOTAL OTHER CHARGES | 1,289,273 | 1,289,274 | 1,289,274 | 1,289,274 |
| <u>TOTAL EXPENDITURES</u> | <u>1,299,248</u> | <u>1,311,131</u> | <u>1,311,131</u> | <u>1,311,131</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>179,426</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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 2021-22.

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.

TRIAL COURT OPERATIONS

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 2022-23:

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.

| | Actual <u>2020-21</u> | Approved <u>2021-22</u> | Recommended <u>2022-23</u> |
|--|----------------------------------|------------------------------------|---------------------------------------|
| 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** (\$263,590) 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:

| <u>Facility</u> | <u>County Facilities Payment</u> |
|---------------------------------|----------------------------------|
| Former County Government Center | \$190,310 |
| Bass Lake Government Center | 39,902 |
| Family Court Services Office | <u>33,377</u> |
| Total | \$263,590 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: GRAND JURY
 (03400)
 Function: Public Protection
 Activity: Judicial
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 1,164 | 1,400 | 2,830 | 2,830 |
| 721300 Office Expense | 13,613 | 6,000 | 6,000 | 6,000 |
| 721400 Professional & Specialized Expense | 0 | 500 | 500 | 500 |
| 721500 Advertisements/Publications & Legal Notices | 0 | 7,500 | 7,500 | 7,500 |
| 721700 Rents & Leases-Buildings | 12,650 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 2,756 | 19,000 | 19,000 | 19,000 |
| 722000 Transportation & Travel | 1,698 | 30,440 | 30,440 | 30,440 |
| TOTAL SERVICES & SUPPLIES | 31,882 | 64,840 | 66,270 | 66,270 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Principal | 0 | 13,800 | 13,800 | 13,800 |
| TOTAL OTHER CHARGES | 0 | 13,800 | 13,800 | 13,800 |
| <u>TOTAL EXPENDITURES</u> | <u>31,882</u> | <u>78,640</u> | <u>80,070</u> | <u>80,070</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>31,882</u> | <u>78,640</u> | <u>80,070</u> | <u>80,070</u> |

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 2022-23, the Grand Jury has requested a budget in the amount of \$80,070, no change from previous fiscal year. The following is the proposed budget submitted by the Grand Jury for 2022-23:

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 | 7,500 |
| Telephone and Internet | <u>2,830</u> |
| Total Basic Expenses | \$29,200 |

Meeting and Mileage Expenses

| | |
|---|---------------|
| Committee Meetings/Full Grand Jury Panels | 19,000 |
| Mileage and Training Expenses | <u>30,440</u> |
| Total Meetings and Mileage and Expenses | \$49,440 |

TOTAL BUDGET REQUESTED \$80,070

It is recommended to fund the Grand Jury at \$80,070 for the 2022-23 fiscal year. If, during the 2022-23 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. Below are appropriations as requested by the Grand Jury and as recommended by County Administration:

GRAND JURY

SERVICES & SUPPLIES

- 720300** **Communications** (\$2,830) is recommended for phone services (\$1,400), and for internet service at the Grand Jury offices located in the Veterans of Foreign Wars Hall (\$1,430).
- 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** (\$7,500) 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.
- 721900** **Special Departmental Expense** (\$19,000) 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** (\$30,440) 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.

OTHER CHARGES

- 730330** **Rents & Leases – Principal** (\$13,800) is recommended to provide rent for the Grand Jury offices located in the Veterans of Foreign Wars Hall.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: PUBLIC DEFENDER
 (03600)
 Function: Public Protection
 Activity: Judicial
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-22</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 660600 Legal Services | 631,797 | 690,000 | 690,000 | 690,000 |
| TOTAL CHARGES FOR CURRENT SERVICES | 631,797 | 690,000 | 690,000 | 690,000 |
| MISCELLANEOUS REVENUE | | | | |
| 673914 Misc Reimbursement - Legal Fees | 1,335 | 35,000 | 35,000 | 35,000 |
| TOTAL MISCELLANEOUS REVENUE | 1,335 | 35,000 | 35,000 | 35,000 |
| OTHER FINANCING SOURCES | | | | |
| 680200 OPERATING TRANSFERS IN | 0 | 640,620 | 640,620 | 640,620 |
| TOTAL OTHER FINANCING SOURCES | 0 | 640,620 | 640,620 | 640,620 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>633,132</u> | <u>1,365,620</u> | <u>1,365,620</u> | <u>1,365,620</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721400 Prof. & Specialized Services-Contracts | 3,416,855 | 3,531,584 | 3,531,584 | 3,531,584 |
| 721433 Prof. & Specialized Services-Outside Attorneys | 146,282 | 320,000 | 295,000 | 295,000 |
| 721434 Prof. & Specialized Services-Capital Cases | 120,348 | 100,000 | 125,000 | 125,000 |
| TOTAL SERVICES & SUPPLIES | 3,683,485 | 3,951,584 | 3,951,584 | 3,951,584 |
| <u>TOTAL EXPENDITURES</u> | <u>3,683,485</u> | <u>3,951,584</u> | <u>3,951,584</u> | <u>3,951,584</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>3,050,353</u> | <u>2,585,964</u> | <u>2,585,964</u> | <u>2,585,964</u> |

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.

ESTIMATED REVENUES

- 660600** **Legal Services** (\$690,000) is recommended at the same level based on the projected revenues to be received for Court Appointed Dependency Counsel Services.
- 673914** **Miscellaneous Reimbursements** (\$35,000) is recommended at the same level based on actual revenues received in the prior year. This account reflects reimbursements from the courts once a case is closed and there is a balance left in the legal defense funds allocated for the specific case.
- 680200** **Operating Transfers In** (\$640,620) is recommended at the same level and represents the projected available realignment revenue and reimbursements from the American Rescue Plan Act.

SERVICES & SUPPLIES

- 721400** **Professional & Specialized Services - Contracts** (\$3,531,584) is recommended at the same level and is based on actual expenditures.
- 721433** **Professional & Specialized Services - Outside Attorneys** (\$295,000) 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** (\$125,000) is recommended increased. This account reflects the estimated cost of special circumstance cases assigned to outside public defense attorneys. 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 2022-23 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 2022-23**

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| 620700 Other License & Permits | 200 | 0 | 0 | 0 |
| 662696 Formation Fees | 150 | 0 | 0 | 0 |
| TOTAL CHARGES FOR CURRENT SERVICES | 350 | 0 | 0 | 0 |
| MISCELLANEOUS REVENUE | | | | |
| 654000 ST - Other | 0 | 0 | 0 | 0 |
| 673900 Miscellaneous | 7,100 | 2,000 | 2,000 | 2,000 |
| 680200 Operating Transfer In | 51,725 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 58,824 | 2,000 | 2,000 | 2,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>59,174</u> | <u>2,000</u> | <u>2,000</u> | <u>2,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 1,162,212 | 1,055,752 | 1,127,422 | 1,127,422 |
| 710103 Temporary Salaries | 4,846 | 15,000 | 15,000 | 15,000 |
| 710105 Overtime | 69 | 0 | 0 | 0 |
| 710200 Retirement | 444,618 | 422,161 | 463,920 | 463,920 |
| 710300 Health Insurance | 130,196 | 148,027 | 167,706 | 167,706 |
| 710400 Workers' Compensation Insurance | 9,474 | 8,391 | 10,824 | 10,824 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 1,751,415 | 1,649,331 | 1,784,872 | 1,784,872 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 7,603 | 7,440 | 9,000 | 9,000 |
| 720600 Insurance | 1,776 | 68,347 | 90,130 | 90,130 |
| 720800 Maintenance - Equipment | 1,305 | 6,500 | 6,500 | 6,500 |
| 721100 Memberships | 37,438 | 34,000 | 36,000 | 36,000 |
| 721300 Office Expense | 8,337 | 5,500 | 5,500 | 5,500 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| 721400 Professional & Specialized Expense | 48,344 | 41,000 | 41,000 | 41,000 |
| 721500 Publications & Legal Notices | 248 | 1,500 | 52,000 | 52,000 |
| 721600 Rents & Leases - Equipment | 15,693 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 3,934 | 3,000 | 20,700 | 20,700 |
| 722000 Transportation & Travel | 13,081 | 65,000 | 65,000 | 65,000 |
| TOTAL SERVICES & SUPPLIES | 137,760 | 232,287 | 325,830 | 325,830 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 15,700 | 9,000 | 9,000 |
| TOTAL OTHER CHARGES | 0 | 15,700 | 9,000 | 9,000 |
| INTRAFUND TRANSFER | | | | |
| 770100 Intrafund Transfer | 0 | 7,200 | 8,338 | 8,338 |
| TOTAL INTRAFUND TRANSFER | 0 | 7,200 | 8,338 | 8,338 |
| <u>TOTAL EXPENDITURES</u> | <u>1,889,175</u> | <u>1,904,518</u> | <u>2,128,040</u> | <u>2,128,040</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>1,830,001</u> | <u>1,902,518</u> | <u>2,126,040</u> | <u>2,126,040</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. Each Board Member has an individual Chief of Staff to assist the Board Members with their workload.

The Board meets regularly on the first three 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. All Board meetings are video-streamed and supporting documents for each agenda item are made available online to the public.

| WORKLOAD | ACTUAL 2020-2021 | ESTIMATE 2021-2022 | PROJECTED 2022-2023 |
|---|-------------------------|---------------------------|----------------------------|
| Board Preparations** | 174 | 58 | 60 |
| Board Meetings ** | 50 | 50 | 50 |
| Board Meetings Posting ** | 65 | 65 | 65 |
| Agenda Review Meetings | 39 | 39 | 40 |
| Assess. Appeals Applications | 60 | 60 | 60 |
| Assess. Appeals Prep/Mtgs. | 12 | 12 | 25 |
| Biennial Notices/COI (Form 700) | 768 | 768 | 800 |
| 311 Calls | 3949 | 1000 | 200 |
| Board Chambers (Maint, Testing, Open/Closing) | 88 | 88 | 100 |
| Ag Preserves | 50 | 54 | 50 |
| Ordinances | 16 | 18 | 20 |
| Resolutions | 166 | 166 | 175 |
| Contracts | 449 | 449 | 450 |

**** Boards (BOS, MCAA, RAN, LAFCO, CITY SELECTION COMMITTEE, RIVERSTONE PFA, GUNNER PFA, 7TH PRA)**

BOARD OF SUPERVISORS

Projected workload in FY 2022-23 representing time spent per item.

| | Projected Workload FY2022-23 | Time Spent |
|---|-------------------------------------|--------------------|
| Assessment Appeals Application | 60 | 3 hours/per item |
| Assessment Appeals Preparation and Meetings | 25 | 8 hours/per item |
| Biennial Notices/Conflict of Interest (700 Forms) | 800 | 5 minutes/per item |
| Agricultural Preserves (Applications, Contracts, Cancellations) | 50 | 16 hours/per year |
| Commission & Committee Mgmt | | 1 hour/week |
| Laserfiche/Microfilm Record Mgmt (Scanned, Indexed, Imaged, Retention, Destruction) | | 3 hours/week |
| Ordinances (Municode) | 20 | 12 hours/per year |
| Technical Software Maintenance (Website/Contract Mgmt System) | | 3 hours/per week |
| Administration (Calls, Payroll, Budget, A/P, Travel Requests) | | 3 hours/per week |
| Training Sessions (Agenda Mgmt Software) | | 3 hours/per month |

ESTIMATED REVENUES

673900 **Miscellaneous Revenue** (\$2,000) is recommended for photocopy fees, clerk fees, film permit fees.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$1,127,422) are recommended increased \$71,670 which includes step/longevity increases; confidentiality pay for existing staff that are eligible; and special assignment pay for additional duties of the Chiefs of Staff/Public Information Team. Last year, salary savings were budgeted to help balance the budget. This fiscal year, staff recommend budgeting full salary cost.

BOARD OF SUPERVISORS

SALARIES & EMPLOYEE BENEFITS (continued)

- 710103** **Extra Help** (\$15,000) is recommended 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** (\$463,920) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$167,706) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$10,824) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$9,000) is recommended to cover seven smartphones and two surface pros.
- 720600** **Insurance** (\$90,130) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$6,500) is recommended for Office, Board Chamber, (2) Conference Rooms, and On-The-Road equipment.
- 721100** **Memberships** (\$36,000) is recommended for dues of County Supervisors' Association of California (CSAC-\$20,000), Regional Council of Rural Counties (RCRC-\$12,000), California Clerk of The Board of Supervisors Association (CCBSA-\$250), National Association of Counties (NACo-\$2,686), California Association of Clerks and Election Officials (CACEO) (\$250).
- 721300** **Office Expense** (\$5,500) is recommended for office supplies, On-The-Road Board meeting audio/video equipment, office furniture, computer supplies and mobile shredding service.
- 721400** **Professional & Specialized Services** (\$41,000) is recommended for the services of 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, WebEx/Zoom remote communication services, TransUnion Research fees, Legislative Management Fees; and audio/visual vendors for On-the-Road Board meetings

BOARD OF SUPERVISORS

SERVICES & SUPPLIES (continued)

- 721500** **Publications & Legal Notices** (\$52,000) is recommended for the publishing of ordinances, appeals, notices, hearings, and various Board and Election proceedings.
- 721900** **Special Departmental Expense** (\$20,700) is recommended for miscellaneous events, award plaques, certificates, and swag.
- 722000** **Transportation & Travel** (\$65,000) is a recommended for anticipated out-of-county travel for attending conferences, seminars, various meetings and/or 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

OTHER CHARGES

- 730330** **Rents & Leases – Other Charges** (\$9,000) is recommended for printer/copiers leases.
- 770100** **Intrafund Transfer** (\$8,338) is recommended for VoIP phone expense for 14 office phones.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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> | |
| 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 | - | - | - | |
| TOTAL | | 14.0 | 2.0 | 14.0 | 2.0 | - | - | |

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|-----------------------|------------------------------|----------------------------------|-------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| MISCELLANEOUS REVENUE | | | | |
| 673903 Miscellaneous Reimbursement | 11,563 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 11,563 | 0 | 0 | 0 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfer In | 128,163 | 150,000 | 166,293 | 166,293 |
| 662728 Vision/Dental Admin Fee | 530 | 1,000 | 1,000 | 1,000 |
| TOTAL MISCELLANEOUS REVENUE | 128,693 | 151,000 | 167,293 | 167,293 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>140,256</u> | <u>151,000</u> | <u>167,293</u> | <u>167,293</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 608,635 | 690,428 | 707,972 | 707,972 |
| 710103 Extra Help | 80,013 | 0 | 0 | 0 |
| 710107 Premium Pay | 240 | 240 | 720 | 720 |
| 710200 Retirement | 280,269 | 288,395 | 314,678 | 314,678 |
| 710300 Health Insurance | 32,209 | 38,756 | 41,416 | 41,416 |
| 710400 Workers' Compensation Insurance | 12,478 | 11,052 | 14,257 | 14,257 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 1,013,844 | 1,028,871 | 1,079,043 | 1,079,043 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 3,840 | 5,000 | 5,000 | 5,000 |
| 720600 Insurance | 471 | 747 | 780 | 780 |
| 720800 Maintenance - Equipment | 0 | 800 | 800 | 800 |
| 721100 Memberships | 786 | 986 | 986 | 986 |
| 721300 Office Expense | 1,923 | 10,500 | 9,000 | 9,000 |
| 721400 Professional & Specialized Expense | 0 | 2,500 | 2,500 | 2,500 |
| 721500 Publications & Legal Notices | 826 | 500 | 500 | 500 |
| 721600 Rents & Leases - Equipment | 9,314 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 1,750 | 7,000 | 7,000 | 7,000 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| SERVICES & SUPPLIES (continued) | | | | |
| 722000 Transportation & Travel | 1,041 | 16,000 | 16,000 | 16,000 |
| TOTAL SERVICES & SUPPLIES | 19,951 | 44,033 | 42,566 | 42,566 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 8,300 | 9,480 | 9,480 |
| TOTAL OTHER CHARGES | 0 | 8,300 | 9,480 | 9,480 |
| <u>TOTAL EXPENDITURES</u> | <u>1,033,795</u> | <u>1,081,204</u> | <u>1,131,089</u> | <u>1,131,089</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>893,539</u> | <u>930,204</u> | <u>963,796</u> | <u>963,796</u> |

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 County Administrative Office include Risk Management and Purchasing.

Insurance Services is a separate budget unit and is under the administrative control of the Administrative Management Office. Fleet Services is provided administrative direction by this Office.

ESTIMATED REVENUES

680200 Operating Transfer In (\$166,293) represents the estimated reimbursable salaries and benefits cost associated with managing all program and reporting requirements of the American Rescue Plan Act (ARPA).

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$707,972) is recommended increased \$17,544 and reflects the estimated cost of current staffing levels adjusted for step increases. This account also includes the net estimated cost of funding the currently unfunded Assistant CAO position and conversion of a vacant Senior Buyer position into a new Principal Administrative Analyst position to oversee the purchasing function. This proposed reorganization will be presented to the Board for conceptual approval at a subsequent board meeting during the first quarter of FY 2022-23.

710107 Premium Pay (\$720) is recommended funded for bilingual pay.

710200 Retirement (\$314,678) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$41,416) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$14,257) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

ADMINISTRATIVE OFFICE / PURCHASING

SERVICES & SUPPLIES

- 720300 **Communications** (\$5,000) is recommended unchanged based on current and projected telephone costs for this Department.
- 720600 **Insurance** (\$780) 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** (\$9,000) is recommended based on current and projected expenditures of supplies.
- 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.
- 721900 **Special Departmental Expense** (\$7,000) is recommended unchanged and reflects the cost of miscellaneous events, award plaques, commendations, certificates, storage, and various Departmental supplies.
- 722000 **Transportation & Travel** (\$16,000) is recommended unchanged based on the anticipated out-of-County travel, private mileage reimbursement, and training costs.

OTHER CHARGES

- 730330 **Principal (GASB 87)** (\$9,480) is recommended increased \$1,180 based on the estimated lease cost of copiers.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | Sr. Administrative Analyst or | | | | | | | |
| 4126 | Principal Administrative Analyst | 1.0 | 1.0 | 2.0 | 1.0 | 1.0 | - | A |
| 2123 | County Administrative Officer | 1.0 | - | 1.0 | - | - | - | |
| TBD | Assistant County Administrative Officer | - | 1.0 | 1.0 | - | 1.0 | (1.0) | C |
| 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 or | | | | | | | |
| 3654 | Sr. Program Assistant | 1.0 | - | 1.0 | - | - | - | B |
| 3204 | Senior Buyer or | | | | | | | |
| 3211 | Buyer II | 1.0 | - | - | 1.0 | (1.0) | 1.0 | A |
| TOTAL | | 7.0 | 3.0 | 8.0 | 3.0 | 1.0 | - | |

NOTES:

- A Convert vacant Sr. Buyer position to Principal Administrative Analyst
- B Flexibly staff Program Assistant series so staff can be easily reassigned between CAO Budget Orgs.
- C Recommendation to move forward and fund Assistant CAO; it is the intent that this position will be offset by unfunding of a position, which will result in no net increase in salaries and/or positions.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: PUBLIC WORKS PROJECTS
 REVOLVING FUND
 (00245)
 Function: General
 Activity: Other General
 Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OTHER FINANCING SOURCES | | | | |
| 680524 Repaid Cash Flow Loan | 0 | 0 | 3,000,000 | 3,000,000 |
| TOTAL OTHER FINANCING SOURCES | 0 | 0 | 3,000,000 | 3,000,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>0</u> | <u>3,000,000</u> | <u>3,000,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 790500 Cash Flow Loan | 0 | 0 | 3,000,000 | 3,000,000 |
| TOTAL SERVICES & SUPPLIES | 0 | 0 | 3,000,000 | 3,000,000 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>0</u> | <u>3,000,000</u> | <u>3,000,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

PUBLIC WORKS PROJECTS REVOLVING FUND

COMMENTS

This budget provides on-demand cash flow loans for eligible Public Works Projects that have approved third-party grant funding. Road and bridge projects often are fully funded through a combination of state, federal or local tax measure funding. However, these funding sources are provided on a reimbursement basis, which requires the county to cash flow design and preconstruction contracts at the beginning of the project. This creates an enormous challenge for the Public Works Department as it has limited cash resources, which delays project initiation. Alternative cash flow instruments, such as Grant Anticipation Notes (GAN) issued by the Treasurer, are available however are infeasible to fund the early construction and design phase. GANs are more appropriate to use for the major construction phase of the project, after all design and preconstruction work has already been done and claims for reimbursements have been initiated with the applicable granting entities. The Public Works Projects Revolving Fund aims to fill the cash flow need prior to a GAN becoming a feasible option for cash flow financing.

PROGRAM PARAMETERS

- Projects eligible for cash flow loans under this program are projects that have fully executed funding agreements
- Cash flow loans that are repayable within the same budget year, including repayments within the 90 day accrual period, and of a cumulative total not exceeding \$3 million, shall be approved by the County Administrative Officer (CAO) under the existing budgetary authority approved by the Board through passage of the annual county budget, which includes this budget org.
- Cash flow loans for projects that have a repayment window beyond the budget year accrual window will need to be approved by the Board
- Once cash flow loans are reimbursed by the 3rd party granting authority, Public Works will reimburse the general fund the cash flow loan amount, plus interest earned based on the Treasurer-Tax Collector average investment earnings for the applicable quarter
- Once cash flow loans are reimbursed, it restores the “revolving loan limit” allowing for additional loans to be issued for projects that fit the criteria. Restoration of this revolving loan limit may require the CAO to recommend budgetary adjustments to the Board at various points during the fiscal year

ESTIMATED REVENUES

680524 Repaid Cash Flow Loan (\$3,000,000) represents the estimated repaid cash flow loans from Public Works Projects

SERVICES & SUPPLIES

790500 Cash Flow Loan (\$3,000,000) is recommended for cash flow loans for Public Works Projects

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--------------------------|-------------------------------------|---|--------------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662721 PC 1205(D) Admin - Collection Fees | 240 | 1,000 | 1,000 | 1,000 |
| 662723 Services to Other Agencies | 49,448 | 50,000 | 52,500 | 52,500 |
| 662800 Interfund Revenue | 1,082 | 4,500 | 4,500 | 4,500 |
| TOTAL CHARGES FOR CURRENT SERVICES | 50,770 | 55,500 | 58,000 | 58,000 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 131,192 | 42,500 | 44,500 | 44,500 |
| 673800 PY Cancel Warrants | 0 | 50 | 0 | 0 |
| 680200 Operating Transfer In | 63,959 | 0 | 72,606 | 72,606 |
| TOTAL MISCELLANEOUS REVENUE | 195,151 | 42,550 | 117,106 | 117,106 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>245,922</u> | <u>98,050</u> | <u>175,106</u> | <u>175,106</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 135,773 | 138,690 | 180,122 | 180,122 |
| 710103 Temporary Salaries | 34,783 | 37,000 | 0 | 0 |
| 710107 Premium Pay | 720 | 720 | 2,340 | 2,340 |
| 710200 Retirement | 63,100 | 68,023 | 73,147 | 73,147 |
| 710300 Health Insurance | 48,728 | 52,152 | 46,212 | 46,212 |
| 710400 Workers' Compensation Insurance | 1,163 | 1,030 | 1,329 | 1,329 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 284,267 | 297,615 | 303,150 | 303,150 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 12,031 | 11,820 | 11,950 | 11,950 |
| 721300 Office Expense | 0 | 750 | 750 | 750 |
| 721400 Professional & Specialized Expense | 18,276 | 25,000 | 22,000 | 22,000 |
| 721900 Special Departmental Expense | 0 | 120 | 120 | 120 |
| 722000 Transportation & Travel | 0 | 500 | 500 | 500 |
| TOTAL SERVICES & SUPPLIES | 30,307 | 38,190 | 35,320 | 35,320 |
| <u>TOTAL EXPENDITURES</u> | <u>314,575</u> | <u>335,805</u> | <u>338,470</u> | <u>338,470</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>68,653</u> | <u>237,755</u> | <u>163,364</u> | <u>163,364</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** (\$52,500) is recommended for charges to other departments for assistance with Workers Compensation claims.
- 662800** **Interfund Revenue** (\$4,500) is recommended for charges to County departments outside of the general fund for services provided by the 311 Customer Service Center.
- 670000** **Intrafund Revenue** (\$44,500) is recommended for charges to County departments for services provided by the 311 Customer Service Center.
- 680200** **Operating Transfer In** (\$72,606) represents the estimated reimbursable cost for 311 Customer Service Center operations.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$180,122) are recommended for standard step increases of permanent employees.

311 CUSTOMER SERVICE CENTER

SALARIES & EMPLOYEE BENEFITS (continued)

- 710103** **Temporary Salaries** (\$0) is not recommended for fiscal year 2022-23.
- 710107** **Premium Pay** (\$2,340) is recommended funded for bilingual pay.
- 710200** **Retirement** (\$73,147) is recommended for the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$46,212) is recommended based on the expected employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$1,329) is recommended for the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$11,950) is recommended to maintain after-hour access for the 311 Customer Service Center.
- 721300** **Office Expense** (\$750) is recommended unchanged for basic office expenses.
- 721400** **Professional & Specialized Services** (\$22,000) is recommended for the annual cost of the MadCoServices phone app, web portal, and supporting Customer Relationship Management service request system (\$18,000). 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 (\$150); the collections' computer system maintenance contract (\$3,850).
- 721900** **Special Department Expense** (\$120) is recommended to cover miscellaneous equipment costs to maintain the 311 Customer Service Center.
- 722000** **Transportation & Travel** (\$500) is recommended unchanged for staff training.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22</u> <u>Authorized</u> <u>Positions</u> | | <u>2022-23</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 | - | - | - | |
| TOTAL | | <u>4.0</u> | <u>-</u> | <u>4.0</u> | <u>-</u> | <u>-</u> | <u>-</u> | |

NOTES:

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| MISCELLANEOUS REVENUE | | | | |
| 640300 Rents & Concessions | 15,128 | 0 | 0 | 0 |
| 670000 Intrafund Revenue | 0 | 221,203 | 184,475 | 184,475 |
| TOTAL MISCELLANEOUS REVENUE | 15,128 | 221,203 | 184,475 | 184,475 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfer In | 170,197 | 2,471,453 | 2,449,101 | 2,449,101 |
| TOTAL OTHER FINANCING SOURCES | 170,197 | 2,471,453 | 2,449,101 | 2,449,101 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>185,326</u> | <u>2,692,656</u> | <u>2,633,576</u> | <u>2,633,576</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721200 Miscellaneous Expense | 87,771 | 150,850 | 150,850 | 150,850 |
| 721400 Professional & Specialized Services | 1,069,755 | 959,428 | 951,404 | 951,404 |
| 721900 Special Departmental Expense | 17,626 | 0 | 0 | 0 |
| TOTAL SERVICES & SUPPLIES | 1,175,153 | 1,110,278 | 1,102,254 | 1,102,254 |
| OTHER CHARGES | | | | |
| 730300 Retire Other Long-Term Debt | 284,000 | 0 | 0 | 0 |
| 730302 Retire Capital Lease | 991,377 | 0 | 0 | 0 |
| 730330 Principal (GASB 87) | 0 | 2,228,719 | 2,531,044 | 2,531,044 |
| 730500 Interest Other Long-Term Debt | 1,149,698 | 0 | 0 | 0 |
| 730504 Interest (GASB 87) | 0 | 2,148,882 | 1,964,854 | 1,964,854 |
| 730700 Judgments & Damages | 103,772 | 51,886 | 0 | 0 |
| 731305 Contributions to Other Agencies | 585,042 | 630,019 | 637,776 | 637,776 |
| TOTAL OTHER CHARGES | 3,113,889 | 5,059,506 | 5,133,674 | 5,133,674 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|------------------------------------|---------------------------------|---|---|--|
| <u>TOTAL EXPENDITURES</u> | <u>4,289,042</u> | <u>6,169,784</u> | <u>6,235,928</u> | <u>6,235,928</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>4,103,716</u> | <u>3,477,128</u> | <u>3,602,352</u> | <u>3,602,352</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 and state legislative services received by the county

ESTIMATED REVENUES

670000 Intrafund (\$184,475) is estimated based on the projected facility use charges to the new Ag Commissioner and Madera Ranchos Library facilities.

680200 Operating Transfers In (\$2,449,101) reflects the projected reimbursements for eligible expenses from the American Rescue Plan Act (ARPA) State and Local Assistance Funds and impact fee reimbursements for projects included in the County's Capital Improvement Plan, which includes a 10% prepayment of outstanding principal of existing debt.

SERVICES & SUPPLIES

721200 Miscellaneous Expense (\$150,850) is recommended at the same level as the current year 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 (\$951,404) reflects a decrease of \$8,024 from the current year budget. This account provides for the following:

- \$350,000 - Private Security for Government Center
- \$150,000 - Contingency for Unbudgeted Obligations
- \$168,519 - Madera County EDC Job Creation Services Program (75%, other 25% funded by DSS)
- \$40,000 - Legislative Services Provided to the County

SPECIAL PAYMENTS

SERVICES & SUPPLIES (continued)

- \$118,000 - Outside Audit Services
- \$124,885 - Maintenance and Savings Measurement & Verification costs related to the Solar Energy Savings Project with Engie Energy Services

OTHER CHARGES

730330/504 **Principal & Interest (GASB 87)** reflects the consolidation of all county-financed leases under two financial accounts; this will allow the County to comply with new requirements under the Governmental Accounting Standards Board Rule No. 87 (GASB 87). The total annual county lease debt service reflects an increase of \$118,297 over the current fiscal year primarily due to the new lease for Fire Station No. 3 and a 10% prepayment of the outstanding principal of the Oakhurst Government Center, Ag Facility, and Ranchos Library Project (\$314,610). The County's annual debt service is summarized below:

| Description | Account 730330 - Principal | Account 730504 - Interest | Total Both Accounts |
|--|-------------------------------|------------------------------|---------------------|
| Hall of Justice/Government Center | 45,000 | 1,273,825 | 1,318,825 |
| Solar Phase 1 and 3 | 500,000 | 183,414 | 683,414 |
| Jail HVAC | 455,306 | 91,474 | 546,780 |
| Oakhurst Government Center, Ag Facility, Ranchos Library and Sheriff's Substation | 223,542 | 105,060 | 328,602 |
| Prepayment to Reduce Indebtedness | 314,610 | 0 | 314,610 |
| Fire Equipment 2016-17 Orders | 176,551 | 44,144 | 220,695 |
| Fire Equipment 2017-18 Orders | 159,629 | 40,448 | 200,077 |
| Fire Equipment 2018-19 Orders | 209,656 | 44,563 | 254,219 |
| Fire Equipment 2020-21 Orders | 171,751 | 41,429 | 213,178 |
| Fire Station No. 3 | 275,000 | 140,496 | 415,496 |
| Total | \$ 2,531,044 | \$ 1,964,854 | \$ 4,495,898 |

730700 **Judgments & Damages** (\$0) is not recommended this fiscal year.

OTHER CHARGES (continued)

731305 **Contributions to Other Agencies** (\$637,776) is recommended increased by \$18,092 over the current fiscal year and accounts for the annual increase in the County's contribution to Madera Community Hospital (MCH) for indigent services. The County's annual contribution to other agencies is summarized below:

- **Madera Community Hospital (MCH)** (\$399,413) reflects a projected contractual increase of 4.5% over the current fiscal year. This payment is 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** (\$18,722) 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.
- **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 2022-23

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| 670000 Intrafund Revenue | 4,068,960 | 4,068,960 | 4,068,960 | 4,068,960 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>4,068,960</u> | <u>4,068,960</u> | <u>4,068,960</u> | <u>4,068,960</u> |
| <u>EXPENDITURES:</u> | | | | |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Principal | 4,068,960 | 4,068,960 | 4,068,960 | 4,068,960 |
| <u>TOTAL EXPENDITURES</u> | <u>4,068,960</u> | <u>4,068,960</u> | <u>4,068,960</u> | <u>4,068,960</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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

730330 Rents & Leases - Principal (\$4,068,960) is recommended based on the lease amount for all four buildings for the entire fiscal year.

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.

These budgets will not be active in fiscal year 2022-23. The funding source expired in fiscal year 2020-21.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTEGOVERNMENTAL REVENUE | | | | |
| 654000 State - Other | 0 | 0 | 0 | 0 |
| TOTAL FOR INTERGOVERNMENTAL REVENUE | 0 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 720400 Food | 92 | 0 | 0 | 0 |
| 720500 Household | 3,210 | 0 | 0 | 0 |
| 721700 Rents & Leases | 8,000 | 0 | 0 | 0 |
| 721900 Special Dept Expense | 356 | 0 | 0 | 0 |
| TOTAL SERVICES & SUPPLIES | 11,658 | 0 | 0 | 0 |
| <u>TOTAL EXPENDITURES</u> | <u>11,658</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>11,658</u> | <u>0</u> | <u>0</u> | <u>0</u> |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTEGOVERNMENTAL REVENUE | | | | |
| 654000 State - Other | 0 | 0 | 0 | 0 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 657026 Federal FEMA | 0 | 0 | 0 | 0 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfer In | 0 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 720400 Food | 50,540 | 0 | 0 | 0 |
| 720500 Household | 0 | 0 | 0 | 0 |
| 720900 Maintenance Bldgs | 0 | 0 | 0 | 0 |
| 721400 Professional & Specialized Svcs | 54,953 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 10 | | | |
| TOTAL SERVICES & SUPPLIES | 105,503 | 0 | 0 | 0 |
| <u>TOTAL EXPENDITURES</u> | <u>105,503</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>105,503</u> | <u>0</u> | <u>0</u> | <u>0</u> |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 654000 State - Other | 0 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 720400 Food | 6,340 | 0 | 0 | 0 |
| 720500 Household | 0 | 0 | 0 | 0 |
| 721400 Professional & Specialized Svcs | 0 | 0 | 0 | 0 |
| 721900 Special Dept Expense | 11 | 0 | 0 | 0 |
| TOTAL SERVICES & SUPPLIES | 6,350 | 0 | 0 | 0 |
| <u>TOTAL EXPENDITURES</u> | <u>6,350</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>6,350</u> | <u>0</u> | <u>0</u> | <u>0</u> |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | <u>ACTUAL</u> 2020-21 | <u>BOARD</u> <u>APPROVED</u> 2021-22 | <u>DEPARTMENT</u> <u>REQUEST</u> 2022-23 | <u>CAO</u> <u>RECOMMENDED</u> 2022-23 |
|---|--------------------------|--|--|---|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662723 Services to Other Agencies | 336,995 | 400,000 | 400,000 | 400,000 |
| 662800 Interfund Revenue | 340,147 | 395,000 | 405,000 | 405,000 |
| TOTAL CHARGES FOR CURRENT SERVICES | 677,142 | 795,000 | 805,000 | 805,000 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 1,272,502 | 1,475,000 | 1,670,000 | 1,670,000 |
| 673000 Miscellaneous | 167 | 500 | 500 | 500 |
| 673903 Misc Reimbursement & Refunds | 170,649 | 175,000 | 225,000 | 225,000 |
| 673910 Misc Reimb-Ins Reimb | 0 | 2,000 | 2,000 | 2,000 |
| TOTAL MISCELLANEOUS REVENUE | 1,443,318 | 1,652,500 | 1,897,500 | 1,897,500 |
| OPERATING TRANSFERS OUT | | | | |
| 680200 Operating Transfers Out | 41,857 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 41,857 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>2,162,317</u> | <u>2,447,500</u> | <u>2,702,500</u> | <u>2,702,500</u> |

EXPENDITURES:

| | | | | |
|---|----------------|----------------|----------------|----------------|
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 250,427 | 259,000 | 252,000 | 252,000 |
| 710200 Retirement | 92,064 | 95,000 | 102,321 | 102,321 |
| 710300 Health Insurance | 15,939 | 18,187 | 19,429 | 19,429 |
| 710400 Workers' Compensation Insurance | 1,380 | 1,222 | 1,576 | 1,576 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 359,810 | 373,409 | 375,326 | 375,326 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communication Services | 11 | 0 | 0 | 0 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|--|---------------------------|---------------------------------------|---|--|
| SERVICES & SUPPLIES (continued) | | | | |
| 720600 Insurance | 0 | 73 | 96 | 96 |
| 720601 Insurance Premiums | 342,116 | 520,000 | 665,000 | 665,000 |
| 720602 Unemployment Insurance | 140,998 | 240,000 | 240,000 | 240,000 |
| 720605 Employer Share Retiree Health Insurance | 4,036,702 | 4,250,000 | 4,525,000 | 4,525,000 |
| 720606 Insurance Administrative Fees | 48,000 | 56,000 | 60,000 | 60,000 |
| 720800 Maintenance - Equipment | 0 | 250 | 250 | 250 |
| 721100 Memberships | 1,235 | 0 | 0 | 0 |
| 721203 Other Miscellaneous | 0 | 500 | 500 | 500 |
| 721300 Office Expense | 1,479 | 500 | 500 | 500 |
| 721601 Rents & Leases - Co Vehicles | 0 | 200 | 200 | 200 |
| 721900 Special Departmental Expense | 49,527 | 0 | 0 | 0 |
| 722000 Transportation & Travel | 335 | 2,000 | 2,000 | 2,000 |
| TOTAL SERVICES & SUPPLIES | 4,620,403 | 5,069,523 | 5,493,546 | 5,493,546 |
| <u>TOTAL EXPENDITURES</u> | <u>4,980,213</u> | <u>5,442,932</u> | <u>5,868,872</u> | <u>5,868,872</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>2,817,896</u> | <u>2,995,432</u> | <u>3,166,372</u> | <u>3,166,372</u> |

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 cyber liability coverage.

ESTIMATED REVENUES

- 662700** **Charges for Current Services** (\$805,000) is recommended increased \$10,000 based on subvented departments share of retiree health costs.
- 670000** **Miscellaneous Revenue** (\$1,897,5000) is recommended decreased \$245,000 based on subvented departments share of retiree health costs.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$252,000) are recommended decreased \$7,321 based on cost of recommended staff.
- 710200** **Retirement** (\$102,321) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$19,429) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$1,576) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720600** **Insurance** (\$96) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720601** **Insurance Premiums** (\$665,000) is recommended increased \$145,000 for the premium costs of the following policies: Property Insurance, which includes Terrorism and Sabotage, Boiler and Machinery Insurance (\$576,000); Pollution (\$20,600); Crime Bond (\$19,800); and Cyber Liability (\$48,600).

SERVICES & SUPPLIES (continued)

- 720602** **Unemployment Insurance** (\$240,000) is recommended unchanged based on current year (2021-22) experience. This budget reimburses the State for unemployment benefits paid to eligible recipients previously employed by the County.
- 720605** **Employer-Share Retiree Health Insurance** (\$4,525,000) is recommended increased \$275,000 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, 2022, there were 728 retirees participating in the PERS Health Benefits Program.
- 720606** **Insurance Administrative Fees** (\$60,000) is recommended decreased \$4,000 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.
- 721601** **Rents & Leases – Co Vehicles** (\$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 2022-23 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 80% 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

LEGAL/INSURANCE

Workers' Compensation (continued)

a plan will smooth out the potential under or over funding cycle of the program's assets. Based on the actuary's estimated 2022-23 claim values, an additional \$4,000,000 is recommended to be added to the fund. To fund the estimated 2022-23 claims values, it is recommended that \$3,580,996 be contributed from the General Fund, \$416,044 from the Road Fund, and \$2,960 from Fleet Services.

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 2022-23 claim values, an additional \$4,700,000 is recommended to be added to the fund. To fund the estimated 2022-23 claims values, it is recommended that \$3,623,775 be contributed from the General Fund, \$527,152 from the Road Fund, \$548,292 from Special Districts, and \$781 from Fleet Services.

NOTE: The Estimated Fund Expenses for the Workers' Compensation and Liability programs for 2022-23 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:

| | <u>Workers' Compensation</u> | <u>Liability</u> |
|---|---|-------------------------|
| <u>RECOMMENDED ACTUARIAL FUNDING</u> | | |
| Estimated Fund Balance as of 6/30/22 | \$8,902,260 | \$112,953 |
| Actuarial's Recommended Fund Balance as of 6/30/22 | \$8,593,000 | \$1,408,000 |
| Estimated Fund Excess (or Deficit) | \$309,260 | \$(1,295,047) |
| Recommended Fund Contribution for 2022-23 | \$4,000,000 | \$4,700,000 |
| Less: Road Department Contribution | (416,044) | (527,152) |
| Less: Central Garage Contribution | (2,960) | (781) |
| Less: Districts Contribution | (0) | (548,292) |
| RECOMMENDED GENERAL FUND CONTRIBUTION | \$3,580,996 | \$3,623,775 |
| Combined Total Recommended General Fund Contribution | <u>\$ 7,204,771</u> | |

LEGAL/INSURANCE

ESTIMATED FUND EXPENSES FOR 2022-23

| | | |
|---|-------------|-------------|
| Judgment & Damages | \$2,500,000 | \$1,300,000 |
| Professional and Legal Services | \$0 | \$900,000 |
| Excess Insurance Authority Premiums | \$1,450,000 | \$3,600,000 |
| Annual Actuary Studies | \$2,250 | \$2,250 |
| Adjustment Services | \$540,000 | \$75,000 |
| State Self-Insurance Assessment Premium | \$120,000 | \$0 |
| Hearing Tests | \$2,000 | \$0 |

Total Recommended Fund Expenses for 2022-23

\$ 4,614,250

\$5,877,250

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22</u> <u>Authorized Positions</u> <u>As of April 2020</u> | | <u>2022-23</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 | - | - | - | |
| | TOTAL | <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 2022-23**

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 660600 Legal Services | 0 | 550,000 | 777,450 | 777,450 * |
| 662723 Services to Other Agencies | 1,065 | 0 | | |
| TOTAL CHARGES FOR CURRENT SERVICES | 1,065 | 550,000 | 777,450 | 777,450 |
| MISCELLANEOUS REVENUE | | | | |
| 673000 Miscellaneous Revenue | 2,648 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 2,648 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>3,712</u> | <u>550,000</u> | <u>777,450</u> | <u>777,450</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721300 Office Expenses | 16,199 | 0 | 0 | 0 |
| 721400 Professional & Specialized Services | 1,763,251 | 1,552,550 | 1,780,000 | 1,780,000 |
| TOTAL SERVICES & SUPPLIES | 1,779,451 | 1,552,550 | 1,780,000 | 1,780,000 |
| <u>TOTAL EXPENDITURES</u> | <u>1,779,451</u> | <u>1,552,550</u> | <u>1,780,000</u> | <u>1,780,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>1,775,739</u> | <u>1,002,550</u> | <u>1,002,550</u> | <u>1,002,550</u> |

* 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 (\$777,450) represents future reimbursements by sub-vented Departments through the annual countywide cost allocation plan.

SERVICES & SUPPLIES

721400 Professional & Specialized Services (\$1,780,000) is recommended increased \$227,450 for the following functions:

| | |
|----------------------------------|-------------|
| Payments for Outside Attorneys | \$259,500 |
| Contract County Counsel Function | \$1,520,500 |

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | |
| | TOTAL | <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 2022-23**

Department: **HUMAN RESOURCES
(00810)**
Function: **General**
Activity: **Personnel**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662800 Interfund Revenue | 57,464 | 0 | 35,000 | 35,000 |
| 662723 Services to Other Agencies | 0 | 0 | 0 | 0 |
| TOTAL CHARGES FOR CURRENT SERVICES | 57,464 | 0 | 35,000 | 35,000 |
| MISCELLANEOUS REVENUE | | | | |
| 673000 Intrafund Revenue | 425,143 | 1,202,251 | 1,280,295 | 1,280,295 |
| 680200 Operating Transfer In | 22,591 | 62,171 | 98,738 | 98,738 |
| TOTAL MISCELLANEOUS REVENUE | 447,734 | 1,264,422 | 1,379,033 | 1,379,033 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>505,198</u> | <u>1,264,422</u> | <u>1,414,033</u> | <u>1,414,033</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 915,949 | 1,415,497 | 1,506,536 | 1,506,536 |
| 710103 Extra Help | 80,312 | 7,500 | 7,500 | 7,500 |
| 710107 Premium Pay | 240 | 0 | 0 | 0 |
| 710200 Retirement | 383,720 | 570,562 | 624,986 | 624,986 |
| 710300 Health Insurance | 155,896 | 187,686 | 215,622 | 215,622 |
| 710400 Workers' Compensation Insurance | 30,546 | 35,000 | 34,901 | 34,901 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 1,566,663 | 2,216,245 | 2,389,545 | 2,389,545 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 0 | 800 | 800 | 800 |
| 720600 Insurance | 567 | 600 | 1,066 | 1,066 |
| 720800 Maintenance - Equipment | 0 | 1,200 | 1,200 | 1,200 |
| 721100 Memberships | 1,049 | 1,500 | 1,500 | 1,500 |
| 721300 Office Expense | 27,949 | 22,500 | 22,500 | 22,500 |
| 721400 Professional & Specialized Services | 129,080 | 117,500 | 117,500 | 117,500 |
| 721500 Publications & Legal Notices | 5,082 | 11,000 | 11,000 | 11,000 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **HUMAN RESOURCES
(00810)**
Function: **General**
Activity: **Personnel**
Fund: **General**

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| 721600 Rents & Leases - Equipment | 134 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 32 | 1,500 | 1,500 | 1,500 |
| 722000 Transportation & Travel | 10,376 | 10,000 | 10,000 | 10,000 |
| TOTAL SERVICES & SUPPLIES | 174,270 | 166,600 | 167,066 | 167,066 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Principal | 0 | 600 | 600 | 600 |
| TOTAL OTHER CHARGES | 0 | 600 | 600 | 600 |
| <u>TOTAL EXPENDITURES</u> | 1,740,932 | 2,383,445 | 2,557,211 | 2,557,211 |
| <u>NET COUNTY COST (EXP - REV)</u> | 1,235,734 | 1,119,023 | 1,143,178 | 1,143,178 |

**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; disability compliance program; personnel policy development and administration; staff development program; 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 participates in county community events to build the County's brand as employer of choice.

WORKLOAD

| | <u>Actual</u> <u>2020-21</u> | <u>Estimated</u> <u>2021-22</u> | <u>Projected</u> <u>2022-23</u> |
|--|---|--|--|
| <u>Recruitment/Testing</u> | | | |
| Announcements | 219 | 215 | 225 |
| Applications Evaluated | 4680 | 4700 | 4900 |
| Written Exams | 17 | 40 | 50 |
| Oral Exams | 75 | 60 | 70 |
| Performance/Situational Exams | 0 | 0 | 10 |
| Bilingual Exams | 2 | 7 | 10 |
| Eligible Lists | 80 | 110 | 120 |
| Promotional Eligible Lists (incl. PBCS) | 81 | 50 | 50 |
| Executive Recruitment | 2 | 3 | 0 |
| <u>Personnel Transactions</u> | | | |
| New Hires – Permanent | 109 | 249 | 250 |
| New Hires – Extra Help | 153 | 105 | 110 |
| Promotions | 200 | 193 | 175 |
| Separations | 205 | 175 | 180 |
| <u>Civil Service Commission</u> | | | |
| Regular and Special Meetings | 23 | 15 | 14 |
| Classification Specification Reviews | 33 | 83 | 300 |
| Position Classification/Reclassification | 10 | 340 | 1200 |

HUMAN RESOURCES

WORKLOAD (continued)

| | <u>Actual 2020-21</u> | <u>Estimated 2021-22</u> | <u>Projected 2022-23</u> |
|--|---------------------------|------------------------------|------------------------------|
| <u>Labor Relations</u> | | | |
| Meet and Confer | 104 | 145 | 80 |
| <u>Employee/Organizational Issues</u> | | | |
| Department Consultation | 150 | 170 | 185 |
| Disability Interactive Processes | 45 | 90 | 120 |
| HRIS/Payroll/Time Cards (New for HR) | 0 | 0 | 350 |
| <u>Training/Policy Development</u> | | | |
| Policies Created/Revised | 6 | 3 | 30 |
| Training Events | 3 | 20 | 20 |
| <u>Employee Benefits</u> | | | |
| Processing Health Insurance Forms (Health, Dental and Vision) | 28500 | 27000 | 28000 |
| Deferred Compensation Forms | 5400 | 5450 | 5500 |
| Protected Leave Monitoring (i.e. FMLA) | 2400 | 2350 | 2450 |
| ACA Monitoring for Health Insurance Eligibility | 55 hrs/month | 60 hrs/month | 60 hrs/month |
| <u>Reception (not including 311 assistance)</u> | | | |
| Phone Calls | 5,775 | 6,500 | 6,700 |

ESTIMATED REVENUES

- 673000** **Intrafund Revenue** (\$1,280,295) is recommended increased by \$78,044 based on the subvented departments' projected share of human resources services for the budget year. Subvented departments support the increased funding levels of Human Resources.
- 680200** **Operating Transfer In** (\$98,738) is recommended based on the projected transfers for Civil Service Commission Hearings.

HUMAN RESOURCES

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,506,536) are recommended increased \$91,039 based on recommended staffing levels and functions needed in human resources for disability compliance. This amount also incorporates the annual step increases for staff.
- 710103** **Extra Help** (\$7,500) is recommended unchanged for Civil Service Commission meeting compensation.
- 710200** **Retirement** (\$624,986) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$215,622) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$34,901) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$800) is recommended unchanged based on actual and projected telephone costs of this Department.
- 720600** **Insurance** (\$1,066) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance – Equipment** (\$1,200) is recommended unchanged based on current and projected expenditures for the maintenance of computer equipment, fax machine and telephones.
- 721100** **Memberships** (\$1,500) is recommended unchanged 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** (\$22,500) is recommended unchanged 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** (\$117,500) is recommended unchanged. Anticipated expenditures include the Counsel to the Civil Service Commission. Specifically, this account includes funding for testing materials (\$13,500); legal counsel for the Civil Service Commission (\$9,000); Unemployment Administration Program (\$1,300); Civil Service Commission Hearings (\$35,000) and professional development and training services for the County (\$58,700).

HUMAN RESOURCES

SERVICES & SUPPLIES (continued)

- 721500** **Publications & Legal Notices** (\$11,000) is recommended unchanged based on expenditures for advertisement of employment opportunities within the County of Madera.
- 721900** **Special Departmental Expense** (\$1,500) is recommended unchanged for the estimated cost of the employee service awards.
- 722000** **Transportation & Travel** (\$10,000) is recommended unchanged 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).

OTHER CHARGES

- 730330** **Rents & Leases – Principal** (\$600) is recommended for the leases of the Ricoh printer and the badge printer.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | |
| 2150 | Director of Human Resources | 1.0 | - | 1.0 | - | - | - | |
| 4222 | Executive Assistant to Department Head | - | - | 1.0 | - | 1.0 | - | D |
| 3351 | Human Resources Technician I or | - | - | - | - | - | - | |
| 3352 | Human Resources Technician II | 3.0 | 1.0 | 3.0 | 1.0 | - | - | F |
| 3480 | Senior Human Resources Technician | 2.0 | - | 2.0 | - | - | - | |
| 3636 | Program Assistant I/II or | - | - | - | - | - | - | |
| 3637 | Senior Program Assistant | 1.0 | - | - | - | (1.0) | - | A |
| 3645 | Human Resources Assistant I | 1.0 | - | 1.0 | - | - | - | |
| 3646 | Human Resources Assistant II | - | - | - | - | - | - | |
| 3294 | Human Resources Analyst I or | - | - | - | - | - | - | |
| 3295 | Human Resources Analyst II or | 2.0 | - | 3.0 | - | 1.0 | - | C |
| 3297 | Senior Human Resources Analyst or | 2.0 | 1.0 | 2.0 | 1.0 | - | - | E |
| TBD | Human Resources Investigator | 1.0 | - | 1.0 | - | - | - | |
| 4127 | Human Resources Manager | 4.0 | - | 3.0 | 1.0 | (1.0) | 1.0 | B |
| TOTAL | | 18.0 | 2.0 | 18.0 | 3.0 | - | 1.0 | |

PERMANENT POSITION NOTES:

NOTES:

- A Unfund and delete one (1) FTE Senior Program Assistant
- B Unfund one (1) FTE Human Resources Manager
- C Add one (1) FTE and allocate to the classification of Human Resources Analyst I/II to manage Disability Compliance
- D Add one (1) FTE and allocate to Executive Assistant to Department Head classification
- E Future growth of one (1) FTE Senior Human Resources Analyst for Staff Development (unfunded)
- F Future growth of one (1) FTE Human Resources Technician I/II to assist with Disability Compliance/Staff Development (unfunded)

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|--|----------------------------------|--|--|---|
| SERVICES & SUPPLIES | | | | |
| 720800 Maintenance - Equipment | 0 | 500 | 500 | 500 |
| 721100 Memberships | 1,353 | 500 | 500 | 500 |
| 721300 Office Expense | 0 | 2,500 | 2,500 | 2,500 |
| 721400 Professional & Specialized Services | 0 | 2,000 | 2,000 | 2,000 |
| 721500 Publications & Legal Notices | 0 | 2,000 | 2,000 | 2,000 |
| 721900 Special Departmental Expense | 5,973 | 0 | 0 | 0 |
| 722000 Transportation & Travel | 0 | 2,500 | 2,500 | 2,500 |
| TOTAL SERVICES & SUPPLIES | 7,326 | 10,000 | 10,000 | 10,000 |
| <u>TOTAL EXPENDITURES</u> | 7,326 | 10,000 | 10,000 | 10,000 |
| <u>NET COUNTY COST (EXP - REV)</u> | 7,326 | 10,000 | 10,000 | 10,000 |

MADERA COUNTY PUBLIC INFORMATION TEAM

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 office supplies and equipment needed for the Public Information Team.

MADERA COUNTY PUBLIC INFORMATION TEAM

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 2022-23

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

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662800 Interfund Revenue | 0 | 20,000 | 15,000 | 15,000 |
| TOTAL CHARGES FOR CURRENT SERVICES | 0 | 20,000 | 15,000 | 15,000 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfer In | 43,223 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 43,223 | 0 | 0 | 0 |
| MISCELLANEOUS REVENUE | | | | |
| 673000 Miscellaneous Revenue | 13,917 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 13,917 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>57,140</u> | <u>20,000</u> | <u>15,000</u> | <u>15,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 228,385 | 332,139 | 359,608 | 359,608 |
| 710103 Temporary Salaries | 12,785 | 0 | 0 | 0 |
| 710200 Retirement | 90,949 | 131,029 | 146,037 | 146,037 |
| 710300 Health Insurance | 21,830 | 45,954 | 47,916 | 47,916 |
| 710400 Workers' Compensation | 3,471 | 3,074 | 3,965 | 3,965 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 357,419 | 512,196 | 557,525 | 557,525 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 424 | 600 | 1,000 | 1,000 |
| 721300 Office Expense | 300 | 1,000 | 1,500 | 1,500 |
| 721400 Professional & Specialized Services | 60,560 | 40,000 | 40,000 | 40,000 |
| 721500 Publications & Legal Notices | 0 | 1,000 | 1,000 | 1,000 |
| 721601 Rents & Leases - Co Vehicles | 504 | 500 | 500 | 500 |
| 721900 Special Departmental Expense | 69 | 0 | 15,000 | 15,000 |
| 722000 Transportation & Travel | 0 | 1,000 | 2,000 | 2,000 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|------------------------------------|--------------------------|-------------------------------------|---|--------------------------------------|
| TOTAL SERVICES & SUPPLIES | 61,857 | 44,100 | 61,000 | 61,000 |
| <u>TOTAL EXPENDITURES</u> | <u>419,276</u> | <u>556,296</u> | <u>618,525</u> | <u>618,525</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>362,136</u> | <u>536,296</u> | <u>603,525</u> | <u>603,525</u> |

GENERAL SERVICES

COMMENTS

The County Administration - General Services Division (01311) encompasses the following functions under its umbrella: Capital Projects, Utilities, Building Operations, Building Maintenance, Grounds Maintenance, and Fleet Services. The Utilities, Building Operations, Building Maintenance, Grounds Maintenance, and Fleet Services budgets are included in their respective budget organizations, 01700, 01320, 01330, 01360, and 10800.

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, property acquisition, and fleet services.

ESTIMATED REVENUES

673000 **Intrafund Revenue** (\$15,000) are anticipated to be realized from charges to subvented departments (Department of Social Services, Public Health, Behavioral Health, etc.) for various administrative services including lease management, project management, and oversight of Building Maintenance and Grounds Maintenance.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$359,608) is a recommended increase of \$27,469 based on maintaining current staffing allocations as well as cost of living increases and step/longevity increases.

710200 **Retirement** (\$146,037) is a recommended increase of \$15,008 based on the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$47,916) is a recommended increase of \$1,962 and is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$3,965) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$1,000) is a recommended increase of \$400 and is based on current charges for two (2) cellular telephone lines.

GENERAL SERVICES

SERVICES & SUPPLIES (continued)

- 721300** **Office Expense** (\$1,500) is a recommended increase of \$500 based on the current year's projected expenditures for office expenses.
- 721400** **Professional & Specialized Services** (\$40,000) is a recommended unchanged based on current and projected expenditures that impact the General Fund. Funds cover costs associated with capital project management which cannot be charged directly to certain non-funded projects. This includes costs for conceptual planning, and/or grant applications in addition to real property transactions such as appraisals and title services.
- 7214500** **Publications & Legal Notices** (\$1,000) is recommended unchanged for publications and legal notices associated with real property transactions.
- 721601** **Rents & Leases – Co Vehicles** (\$500) is recommended unchanged based on current and projected expenditures for the rental of vehicles from Fleet Services.
- 721900** **Special Departmental Expense** (\$15,000) is the anticipated cost of adding 12 new banners for the County's Government Center.
- 722000** **Transportation & Travel** (\$2,000) is a recommended increase of \$1,000 based on minimal funding for travel, conference attendance, and training for the Senior Administrative Analyst, Facilities Superintendent, and Division Director.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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> | |
| 3209 | Senior Administrative Analyst | | | | | | | |
| 4126 | or Principal Administrative Analyst | 1.0 | - | 1.0 | - | - | - | |
| 4205 | General Services Manager | - | 1.0 | - | - | - | (1.0) | A |
| 4220 | Division Director of General Services | 1.0 | - | 1.0 | - | - | - | |
| 3636 | Program Assistant I or | | | | | | | |
| 3637 | Program Assistant II or | | | | | | | |
| 3654 | Senior Program Assistant | 1.0 | - | 1.0 | - | - | - | |
| 4221 | Facilities Superintendent | 1.0 | - | 1.0 | - | - | - | |
| TOTAL | | <u>4.0</u> | <u>1.0</u> | <u>4.0</u> | <u>-</u> | <u>-</u> | <u>(1.0)</u> | |

NOTES:

A General Services Manager recommended for deletion in FY 2022-23; the leadership position in General Services was replaced with a Division Director position.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDI 2022-23</u> |
|--|---------------------------|---------------------------------------|---|---------------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfer In | 99,022 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | | | | |
| | <u>99,022</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| <u>TOTAL ESTIMATED REVENUES</u> | | | | |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 720500 Household Expense | 467,281 | 2,000 | 2,000 | 2,000 |
| 720800 Maint - Equipment | 112 | | | |
| 721400 Professional & Specialized Services | 35,683 | 684,240 | 646,129 | 646,129 |
| TOTAL SERVICES & SUPPLIES | 503,076 | 686,240 | 648,129 | 648,129 |
| <u>TOTAL EXPENDITURES</u> | <u>503,076</u> | <u>686,240</u> | <u>648,129</u> | <u>648,129</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>404,054</u> | <u>686,240</u> | <u>648,129</u> | <u>648,129</u> |

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.

SERVICES & SUPPLIES

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.

721400 **Professional & Specialized Services** (\$646,129) is recommended decreased \$38,111 due to the discontinued use of a day porter at the AG Department and Library. The total annual cost of the janitorial services contract for Fiscal Year 2022-2023 is \$1,086,788.65 of which \$501,159.19 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, annual crow abatement services in the amount of \$15,000 to be paid to the Madera Downtown Association, window washing of the main Library, and exterior cleanings of other buildings as needed.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 640300 Rent & Concessions | 4,400 | 0 | 0 | 0 |
| 662800 Interfund Revenue | 2,488 | 0 | 0 | 0 |
| TOTAL CHARGES FOR CURRENT SERVICES | 6,888 | 0 | 0 | 0 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 137,456 | 230,000 | 223,120 | 223,120 |
| 673000 Miscellaneous Revenue | 40,850 | 0 | | |
| TOTAL MISCELLANEOUS REVENUE | 178,306 | 230,000 | 223,120 | 223,120 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfer In | 30,203 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 30,203 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>215,397</u> | <u>230,000</u> | <u>223,120</u> | <u>223,120</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 488,357 | 578,329 | 618,911 | 618,911 |
| 710103 Temporary Salaries | 36,919 | 30,000 | 20,000 | 20,000 |
| 710105 Overtime | 5,109 | 0 | 5,000 | 5,000 |
| 710106 Stand-By Pay | 35,765 | 34,000 | 34,000 | 34,000 |
| 710200 Retirement | 205,624 | 218,655 | 256,591 | 256,591 |
| 710300 Health Insurance | 66,338 | 160,794 | 143,748 | 143,748 |
| 710400 Workers' Compensation Insurance | 75,739 | 67,083 | 86,537 | 86,537 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 913,852 | 1,088,861 | 1,164,786 | 1,164,786 |
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing & Personal Supplies | 4,264 | 5,000 | 10,080 | 10,080 |
| 720300 Communications | 6,188 | 7,300 | 7,900 | 7,900 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| SERVICES & SUPPLIES (continued) | | | | |
| 720500 Household Expense | 230 | 500 | 500 | 500 |
| 720600 Insurance | 6,791 | 13,264 | 20,479 | 20,479 |
| 720800 Maintenance - Equipment | 0 | 20,000 | 28,329 | 28,329 |
| 720900 Maintenance - Structures & Grounds | 120,784 | 206,000 | 210,000 | 210,000 |
| 720905 Maintenance - Structures & Grounds-Jail | 99,281 | 115,000 | 115,977 | 115,977 |
| 720914 Maintenance - Pest Control | 14,872 | 0 | 20,000 | 20,000 |
| 721300 Office Expense | 245 | 500 | 1,000 | 1,000 |
| 721400 Professional & Specialized Services | 223,388 | 186,000 | 250,000 | 250,000 |
| 721600 Rents & Leases - Equipment | 14,638 | 0 | 0 | 0 |
| 721601 Rents & Leases - Co Vehicles | 29,787 | 47,000 | 45,000 | 45,000 |
| 721800 Small Tools & Instruments | 3,444 | 9,000 | 10,000 | 10,000 |
| 721805 Small Tools & Instruments-Jail | 553 | 2,500 | 2,500 | 2,500 |
| 721900 Special Departmental Expense | 3,554 | 15,000 | 15,000 | 15,000 |
| 722000 Transportation & Travel | 3,982 | 6,500 | 6,500 | 6,500 |
| TOTAL SERVICES & SUPPLIES | 532,001 | 633,564 | 743,265 | 743,265 |
| FIXED ASSETS | | | | |
| 740301 EQPT/Furniture >\$5000 | 8,099 | 0 | 0 | 0 |
| TOTAL FIXED ASSETS | 8,099 | 0 | 0 | 0 |
| <u>TOTAL EXPENDITURES</u> | <u>1,453,952</u> | <u>1,722,425</u> | <u>1,908,052</u> | <u>1,908,052</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>1,238,555</u> | <u>1,492,425</u> | <u>1,684,932</u> | <u>1,684,932</u> |

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 (\$223,120) are anticipated in charges to subvented departments for building maintenance services which will include the addition of (1) Building Crafts & Maintenance Worker I/II fully dedicated to the Department of Social Services.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$618,911) are a recommended increase of \$40,582 based on the recommended staffing levels and the addition of a permanent position to cover work currently provided through a full-time extra help position.

710103 Temporary Salaries (\$20,000) are a recommended decrease of \$10,000. These appropriations will be utilized to handle uncovered workload that result from unanticipated maintenance requests/projects.

710105 Overtime (\$5,000) are recommended based on current projections resulting from unanticipated critical building needs after-hours.

700106 Stand-By Pay (\$34,000) is recommended unchanged 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 (\$256,591) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$143,748) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$86,537) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

BUILDING MAINTENANCE

SERVICES & SUPPLIES (continued)

- 720200** **Clothing & Personal Supplies** (\$10,800) is a recommended increased \$5,080 based on the current year's projections and the addition of new staff for uniform rentals, boot reimbursements, rain gear, gloves, safety equipment, and first aid supplies.
- 720300** **Communications** (\$7,900) is a recommended increase of \$600 based on the Department's projected share of telecommunications cost and monthly cell phone costs which includes the addition of (1) cell phone for a total of 12 cell phones for staff to access and utilize the County's CRM system.
- 720500** **Household Expense** (\$500) is recommended unchanged to supply materials not covered under the janitorial contract.
- 720600** **Insurance** (\$20,479) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$28,329) is a recommended increase of \$8,329 for leased vehicle costs charged by Fleet Services, generator load testing and service of the generators at the Government Center, Jail, Sheriff's Office, and Juvenile Hall. Also included in this budget are the costs for a new 50-ton ironworker as well as a heavy-duty self-dumping forklift hopper. This appropriation also includes maintenance of all shop equipment including the forklift, crane, generator, bucket truck, and saws. Generator inspections for County facilities and gasoline for County equipment.
- 720900** **Maintenance - Structures & Grounds** (\$210,000) is a recommended increase of \$4,000 for necessary supplies and services to perform maintenance work on County facilities.
- 720905** **Maintenance - Structures & Grounds - Jail** (\$115,977) is a recommended increase of \$977 and includes the cost for a new radial floor drill. Also included in this budget are the costs related to the necessary equipment, supplies, and services to perform work on the County's Jail facility.
- 720914** **Maintenance – Pest Control** (\$20,000) is recommended for estimated Pest Control Services for County facilities.
- 721300** **Office Expense** (\$1,000) is recommended increase of \$500 based on the current year's projection for office and computer supplies.

BUILDING MAINTENANCE

SERVICES & SUPPLIES (continued)

- 721400** **Professional & Specialized Services** (\$250,000) is a recommended increase of \$64,000 based on current projections of increases in contract costs for preventative maintenance services. 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.
- 721601** **Rents & Leases – Co Vehicles** (\$45,000) is a recommended decrease of \$2,000 based on actual and projected costs for mileage for rental vehicles from Fleet Services, and any other necessary rental equipment.
- 721800** **Small Tools & Instruments** (\$10,000) is a recommended increase of \$1,000. This account funds the purchases of small hand tools for plumbing, electrical, painting, carpentry, sewer, and other related trades.
- 721805** **Small Tools & Instruments - Jail** (\$2,500) is recommended unchanged for small tool replacement for the County Jail.
- 721900** **Special Departmental Expense** (\$15,000) is recommended unchanged 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** (\$6,500) is recommended unchanged for travel and training expenses for a Western Detention hardware training.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 6.0 | - | 6.0 | - | - | - | A |
| 3730 | Heating & Air Conditioning Maintenance Specialist | 2.0 | - | 2.0 | - | - | - | |
| 3820 | Senior Building Crafts & Maintenance Worker | 3.0 | 1.0 | 3.0 | 1.0 | - | - | |
| TOTAL | | 12.0 | 1.0 | 12.0 | 1.0 | - | - | |

NOTES:

A One (1) FTE Building Crafts & Maintenance Worker I/II is fully paid by the Department of Social Services

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662800 Interfund Revenue | 18,761 | 18,000 | 11,100 | 11,100 |
| TOTAL CHARGES FOR CURRENT SERVICES | 18,761 | 18,000 | 11,100 | 11,100 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 26,798 | 50,000 | 45,000 | 45,000 |
| 673903 Miscellaneous Reimbursement | 0 | | | |
| TOTAL MISCELLANEOUS REVENUE | 26,798 | 50,000 | 45,000 | 45,000 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfer In | 44,284 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 44,284 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>89,843</u> | <u>68,000</u> | <u>56,100</u> | <u>56,100</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 277,735 | 278,325 | 357,397 | 357,397 |
| 710200 Retirement | 104,007 | 109,799 | 145,139 | 145,139 |
| 710300 Health Insurance | 58,283 | 68,946 | 95,832 | 95,832 |
| 710400 Workers' Compensation Insurance | 6,622 | 5,866 | 7,567 | 7,567 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 446,646 | 462,936 | 605,935 | 605,935 |
| SERVICES & SUPPLIES | | | | |
| 720100 Agricultural | 17 | 3,500 | 3,500 | 3,500 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|--|---------------------------|---------------------------------------|---|--|
| SERVICES & SUPPLIES (continued) | | | | |
| 720200 Clothing & Personal Supplies | 2,647 | 5,000 | 5,500 | 5,500 |
| 720300 Communications | 2,089 | 2,995 | 3,955 | 3,955 |
| 720500 Household Expense | 7,623 | 5,000 | 5,000 | 5,000 |
| 720600 Insurance | 7,876 | 4,386 | 45,325 | 45,325 |
| 720800 Maintenance - Equipment | 7,591 | 20,000 | 50,000 | 50,000 |
| 720900 Maintenance - Structures & Grounds | 30,122 | 16,000 | 16,000 | 16,000 |
| 721300 Office Expense | 385 | 150 | 150 | 150 |
| 721306 Eqpt< FA Limit | 2,267 | 0 | 0 | 0 |
| 721400 Professional & Specialized Services | 0 | 14,355 | 14,355 | 14,355 |
| 721600 Rents & Leases - Equipment | 21,957 | 20,600 | 20,600 | 20,600 |
| 721800 Small Tools & Instruments | 7,183 | 10,000 | 15,000 | 15,000 |
| 721900 Special Departmental Expense | 0 | 500 | 500 | 500 |
| 722000 Transportation & Travel | 0 | 500 | 500 | 500 |
| TOTAL SERVICES & SUPPLIES | 89,757 | 102,986 | 180,385 | 180,385 |
| <u>TOTAL EXPENDITURES</u> | 536,403 | 565,922 | 786,320 | 786,320 |
| <u>NET COUNTY COST (EXP - REV)</u> | 446,560 | 497,922 | 730,220 | 730,220 |

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 Interfund Revenue (\$11,100) is anticipated in charges for grounds maintenance services.

670000 Intrafund Revenue (\$45,000) is anticipated in charges to subvented departments for grounds maintenance services.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$357,397) are a recommended increase of \$79,072 based on funding two currently unfunded Grounds positions and scheduled step increases for current employees.

710200 Retirement (\$145,139) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$95,832) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$7,567) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

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

720200 Clothing & Personal Supplies (\$5,500) is recommended to increase by \$500 to account for two additional Grounds employees. Expenses include uniforms, rain gear, and gloves.

GROUNDS MAINTENANCE

SERVICES & SUPPLIES (continued)

- 720300** **Communications** (\$3,955) is recommended to increase \$1,000 to reflect two new employees. 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** (\$5,000) is recommended unchanged to reflect current pricing and historical spending based on current and projected expenses for janitorial supplies needed for County Parks and the maintenance shop.
- 720600** **Insurance** (\$45,325) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$50,000) is recommended to increase by \$30,000 to purchase a large sized mower. 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.
- 721400** **Professional & Specialized Services** (\$14,355) is recommended unchanged.
- 721600** **Rents & Leases - Equipment** (\$20,600) is recommended unchanged. Expenses include costs for rental of vehicles from the Central Garage and any necessary rental equipment.
- 721800** **Small Tools & Instruments** (\$15,000) is recommended to increase by \$5,000 to reflect current pricing of replacement tools, such as weedwhackers, edgers, and trimmers, needed to perform routine landscape maintenance county-wide.
- 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.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 6.0 | 1.0 | 2.0 | (2.0) | A |
| 3836 | Senior Grounds/Flood Control Maintenance Worker | 1.0 | - | 1.0 | - | - | - | |
| TOTAL | | 6.0 | 3.0 | 8.0 | 1.0 | 2.0 | (2.0) | |

NOTES:

A Two (2) FTE unfunded Grounds/Flood Control Maintenance Worker I/II positions are recommended to be funded to accommodate growth in county facilities. Recently added facilities include: the Road 28 HSS campus, Oakhurst Government Center, Ranchos Library/Sheriff Substation, and the Madera County Justice Center.

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR USE OF MONEY | | | | |
| 640300 Rents & Concessions | 7,775 | 0 | 0 | 0 |
| TOTAL CHARGES FOR USE OF MONEY | 7,775 | 0 | 0 | 0 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 4,500 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 4,500 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>12,275</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 40,717 | 0 | 0 | 0 |
| 722100 Utilities | 769,479 | 970,540 | 1,006,805 | 1,006,805 |
| TOTAL SERVICES & SUPPLIES | 810,197 | 970,540 | 1,006,805 | 1,006,805 |
| <u>TOTAL EXPENDITURES</u> | <u>810,197</u> | <u>970,540</u> | <u>1,006,805</u> | <u>1,006,805</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>797,922</u> | <u>970,540</u> | <u>1,006,805</u> | <u>1,006,805</u> |

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** (\$1,006,805) is a recommended increase of \$36,265 due to increases in propane, gas and water rates. The City of Madera will also be installing additional meters on our Road 28 campus and charging for metered usage in addition to the flat fee. Utility costs for the Government Center are partially offset by the energy savings projects, which included solar and LED lighting upgrades.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 660101 Property Tax Admin Fee | 31,984 | 25,000 | 30,000 | 30,000 |
| 660300 Audit/Acctg Fees | 94,921 | 452,252 | 452,252 | 452,252 |
| TOTAL CHARGES FOR CURRENT SERVICES | 126,904 | 477,252 | 482,252 | 482,252 |
| MISCELLANEOUS REVENUE | | | | |
| 662801 Interfund | 0 | 20,000 | 20,000 | 20,000 |
| 670000 Intrafund | 1,100 | 0 | 0 | 0 |
| 673000 Miscellaneous | 17,187 | 16,000 | 16,000 | 16,000 |
| 680200 Operating Transfers In | 137,256 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 155,543 | 36,000 | 36,000 | 36,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>282,447</u> | <u>513,252</u> | <u>518,252</u> | <u>518,252</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 1,524,154 | 1,533,684 | 1,596,676 | 1,596,676 |
| 710103 Temporary Salaries | 110,292 | 65,894 | 71,721 | 71,721 |
| 710105 Overtime | 1,677 | 2,000 | 2,000 | 2,000 |
| 710200 Retirement | 540,356 | 598,518 | 660,426 | 660,426 |
| 710300 Health Insurance | 207,654 | 197,747 | 228,138 | 228,138 |
| 710400 Workers' Compensation Insurance | 31,811 | 28,176 | 36,347 | 36,347 |
| 710500 Other Benefits | 1,200 | 1,200 | 1,200 | 1,200 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 2,417,143 | 2,427,219 | 2,596,508 | 2,596,508 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 1,479 | 3,800 | 2,204 | 2,204 |
| 720600 Insurance | 1,449 | 2,025 | 2,969 | 2,969 |
| 720800 Maintenance - Equipment | 0 | 1,800 | 1,800 | 1,800 |
| 721100 Memberships | 1,676 | 5,490 | 5,490 | 5,490 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--|--|--|---|
| SERVICES & SUPPLIES (continued) | | | | |
| 721300 Office Expense | 27,818 | 32,000 | 29,000 | 29,000 |
| 721400 Professional & Specialized Expense | 94,939 | 135,500 | 135,500 | 135,500 |
| 721600 Rents & Leases - Equipment | 8,787 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 760 | 3,200 | 3,200 | 3,200 |
| 722000 Transportation & Travel | 1,704 | 29,675 | 31,000 | 31,000 |
| TOTAL SERVICES & SUPPLIES | 138,612 | 213,490 | 211,163 | 211,163 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 11,600 | 11,600 | 11,600 |
| TOTAL OTHER CHARGES | 0 | 11,600 | 11,600 | 11,600 |
| INTRAFUND TRANSFER | | | | |
| 770100 Intrafund Transfer | 0 | 11,807 | 11,205 | 11,205 |
| TOTAL INTRAFUND TRANSFER | 0 | 11,807 | 11,205 | 11,205 |
| <u>TOTAL EXPENDITURES</u> | <u>2,555,755</u> | <u>2,664,116</u> | <u>2,830,476</u> | <u>2,830,476</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>2,273,308</u> | <u>2,150,864</u> | <u>2,312,224</u> | <u>2,312,224</u> |

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>2020-21</u> | <u>Estimated</u> <u>2021-22</u> | <u>Projected</u> <u>2022-23</u> |
|-------------------------------|---------------------------------|------------------------------------|------------------------------------|
| Accounts Payable Transactions | 43,505 | 40,752 | 38,172 |
| Auditor Warrants | 11,372 | 9,793 | 8,433 |
| Auditor AP EFTs | 5,968 | 6,350 | 6,756 |
| Payroll Warrants | 1,822 | 1,812 | 1,803 |
| Payroll EFTs | 17,508 | 18,211 | 18,941 |
| Journal Entries | 31,872 | 33,623 | 35,469 |
| Cash Receipts | 3,940 | 3,216 | 3,200 |
| Bond Rates Calculated | 19 | 18 | 20 |

ESTIMATED REVENUES

- 660101** **Property Tax Admin Fee** (\$30,000) is recommended based on current year projections and due to an increase in labor costs.
- 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** (\$20,000) is recommended based on projected direct charges for providing accounting services to county maintenance districts and service areas.
- 673000** **Miscellaneous** (\$16,000) is recommended unchanged based on current year projections. This revenue represents incentives for timely payments.

AUDITOR-CONTROLLER

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,596,676) are recommended increased \$168,468 based on cost of recommended staff due to increases in complex pronouncements disseminated by the Governmental Accounting Standards Board.
- 710103** **Extra Help** (\$71,721) is recommended decreased \$5,827 based on part time extra help staffing to continue assistance with the County's Cost Allocation Plan and County wide Financial Transaction Report as mandated by the State of California.
- 710105** **Overtime** (\$2,000) is recommended unchanged based on actual costs to cover payroll deadlines.
- 710200** **Retirement** (\$660,426) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$228,138) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$36,347) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.
- 710500** **Other Benefits** (\$1,200) is recommended unchanged based on Elected Official expense.

SERVICES & SUPPLIES

- 720300** **Communications** (\$2,204) is recommended decreased \$1,596 based on actual costs.
- 720600** **Insurance** (\$2,969) 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 (\$1,575), CFE license for Auditor-Controller staff (\$225), CIA Certification for Internal-Audit staff (\$480), Institute of Internal Auditors (\$465), Government Finance Officers Association (\$990), Survey Monkey for Auditor-Controller/Internal-Audit staff (\$396), PMI Project Management (\$159).

AUDITOR-CONTROLLER

SERVICES & SUPPLIES (continued)

- 721300** **Office Expense** (\$29,000) is recommended decreased \$2,000 for computer equipment, printed forms, Central Duplicating costs, general office supplies, computer supplies, and subscriptions.
- 721400** **Professional & Specialized Services** (\$135,500) is recommended unchanged 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 Engagement software and implementing cloud solution. |
| 40,000 | Central Square consulting services for ERP system. |
| 10,500 | Central Square University – Enterprise Learning Plan |
| 15,000 | Annual subscription to lease software to comply with GASB 87 and 96. |
- 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** (\$31,000) is recommended increased for training, conferences and travel for MegaByte on the Property Tax System, Property Tax Managers’ Conference, GFOA Conference, training and conference by Central Square 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.

OTHER CHARGES

- 730330** **Rents & Leases - Principal** (\$11,600) is recommended unchanged based on actual costs for the copy machine lease and interactive whiteboard.

INTRAFUND TRANSFER

- 770100** **Intrafund Transfers** (\$11,205) is recommended for VoIP phone system.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 5.0 | | 5.0 | | - | - | |
| 3203 | Senior Accountant-Auditor | 2.0 | | 2.0 | | - | - | |
| 3349 | Accounting Technician I or | | | | | | | |
| 3354 | Accounting Technician II | | | | | | | |
| 3353 | Senior Accounting Technician | 2.0 | - | 2.0 | - | - | - | |
| 3353U | Senior Accounting Technician | 1.0 | - | 1.0 | - | - | - | |
| 3120 | Assistant Auditor-Controller | 1.0 | - | 1.0 | - | - | - | |
| 1002 | Auditor-Controller | 1.0 | - | 1.0 | - | - | - | |
| 3178 | Deputy Auditor-Controller | 1.0 | | 1.0 | | - | | |
| 4107 | Chief Accountant-Auditor | 2.0 | 1.0 | 2.0 | 1.0 | - | - | |
| 4105 | Chief Internal Auditor | 1.0 | - | 1.0 | - | - | - | |
| 3313 | General Accounting Supervisor | - | 1.0 | - | 1.0 | - | - | |
| 3601 | Account Clerk I or | | | | | | | |
| 3602 | Account Clerk II | 2.0 | 2.0 | 3.0 | 1.0 | 1.0 | (1.0) | A |
| 3355 | Payroll Technician | 1.0 | - | - | - | (1.0) | - | B |
| 3312 | Payroll Supervisor | 1.0 | - | 1.0 | - | - | - | |
| 3205 | Administrative Analyst I | 1.0 | - | 1.0 | - | - | - | |
| TOTAL | | 21.0 | 4.0 | 21.0 | 3.0 | - | (1.00) | |

NOTES:

- A** Reflects the request of the department to fund one (1) FTE Account Clerk I/II as of July 1, 2022 to assist with AP
- B** Reflects the request of the department to delete one (1) FTE Payroll Technician as the department has no need for it

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 660101 Property Tax Admin Fee | 454,786 | 475,000 | 485,000 | 485,000 |
| 660103 Property Characteristics Fee | 18,960 | 12,000 | 15,000 | 15,000 |
| 662700 Other Charges for Services | 818 | 750 | 750 | 750 |
| 662804 LAFCO-Reimb for County Services | 407 | 0 | 0 | 0 |
| TOTAL CHARGES FOR CURRENT SERVICES | 474,970 | 487,750 | 500,750 | 500,750 |
| OTHER FINANCING SOURCES | | | | |
| 670000 Intrafund Transfer | 0 | 0 | 104,000 | 104,000 |
| 680200 Operating Transfer In | 39,092 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 39,092 | 0 | 104,000 | 104,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>514,062</u> | <u>487,750</u> | <u>604,750</u> | <u>604,750</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 1,629,150 | 1,669,758 | 1,708,352 | 1,708,352 |
| 710103 Extra Help | 29,618 | 36,000 | 0 | 0 |
| 710200 Retirement | 609,811 | 570,316 | 705,255 | 705,255 |
| 710300 Health Insurance | 225,856 | 255,202 | 287,496 | 287,496 |
| 710400 Workers' Compensation Insurance | 15,395 | 13,635 | 17,589 | 17,589 |
| 710500 Other Benefits | 1,200 | 1,200 | 1,200 | 1,200 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 2,511,029 | 2,546,111 | 2,719,892 | 2,719,892 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 1,325 | 0 | 2,000 | 2,000 |
| 720600 Insurance | 1,787 | 2,564 | 3,359 | 3,359 |
| 720800 Maintenance - Equipment | 0 | 500 | 500 | 500 |
| 721100 Memberships | 1,123 | 800 | 850 | 850 |
| 721300 Office Expense | 14,728 | 15,000 | 18,000 | 18,000 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| SERVICES & SUPPLIES (continued) | | | | |
| 721400 Professional & Specialized Services | 26,634 | 30,000 | 12,500 | 12,500 |
| 721600 Rents & Leases - Equipment | 14,118 | 0 | 0 | 0 |
| 721601 Rents & Leases - Equipment | 53 | 5,000 | 5,000 | 5,000 |
| 722000 Transportation & Travel | 23 | 5,000 | 5,000 | 5,000 |
| TOTAL SERVICES & SUPPLIES | 59,792 | 58,864 | 47,209 | 47,209 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 18,000 | 18,000 | 18,000 |
| TOTAL OTHER CHARGES | 0 | 18,000 | 18,000 | 18,000 |
| INTRAFUND TRANSFERS | | | | |
| 770100 Intrafund Transfers | 0 | 13,500 | 13,000 | 13,000 |
| TOTAL INTRAFUND TRANSFERS | 0 | 13,500 | 13,000 | 13,000 |
| <u>TOTAL EXPENDITURES</u> | <u>2,570,821</u> | <u>2,636,475</u> | <u>2,798,101</u> | <u>2,798,101</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>2,056,759</u> | <u>2,148,725</u> | <u>2,193,351</u> | <u>2,193,351</u> |

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

| | <u>Actual</u> <u>2020-21</u> | <u>Estimated</u> <u>2021-22</u> | <u>Projected</u> <u>2022-23</u> |
|---|---|--|--|
| Secured Roll Assessments | 60,614 | 61,100 | 62,000 |
| Unsecured Roll Assessments | 3,044 | 3,000 | 3,000 |
| Supplemental Roll Assessments | 10,349 | 11,000 | 11,000 |
| Deeds Processed | 8,162 | 8,000 | 8,000 |
| Parcel Splits | 32 | 26 | 30 |
| Exemptions (Veteran, Religious, Welfare) | 148 | 150 | 150 |
| Homeowner Exemptions Processed | 2,876 | 3,000 | 3,200 |
| Map Pages Changed | 173 | 136 | 145 |
| Map Sales | 409 | 400 | 400 |
| Significant Audits Accomplished | 11 | 7 | 66 |
| Ag Preserve & Farmland Security Zone Parcels | 4,183 | 4,205 | 4,220 |
| Airplanes Assessed | 130 | 135 | 139 |
| Boats Assessed | 731 | 645 | 500 |
| Business Statements | 3,278 | 3,221 | 3,200 |
| Ag Statements | 1,692 | 1,684 | 1,700 |
| Address Changes | 806 | 800 | 800 |
| Building Permits (New Construction) | 964 | 950 | 950 |
| Board Order Changes Processed | 1,867 | 1,900 | 1,900 |
| Supplemental Notices Mailed | 8,654 | 9,000 | 9,000 |
| Appraiser Parcel Visits | 0 | 6 | 20 |
| Assessment Appeals | 24 | 25 | 14 |
| Assessed Value Notices | 18,935 | 19,000 | 19,000 |
| Agricultural Preserve Questionnaire | 1,307 | 1,048 | 2,000 |
| Mobile Homes (Secured/Unsecured) | 116 | 120 | 120 |
| State Board of Equalization Tax Rate Area Changes | 9 | 6 | 7 |
| Acreage Changes | 36 | 22 | 28 |
| Proposition 8 Declines in Value | 3,677 | 3,000 | 3,000 |

ESTIMATED REVENUES

- 660100** **Assessment/Tax Collection Fees** (\$485,000) is recommended increased based on the anticipated assessment roll.
- 660103** **Property Characteristics Fee** (\$15,000) is recommended unchanged based on anticipated revenue from assessment data sales.
- 662704** **Copies** (\$750) is recommended unchanged based on past trends.
- 674444** **Intrafund Transfer** (\$104,000) is recommended based on the transfer from budget organization 00411 – Assessor GIS Layer, for reimbursement of the new Cadastral Drafting Technician working on the State Supplementation Grant Program.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,708,352) is recommended decreased \$38,594 inclusive of the cost of recommended staff and potential promotions by competitive standards during the fiscal year, also with adjustments as identified. This amount also includes the addition of a second drafting technician. The full amount of the drafting technician is offset by the State Supplementation for County Assessors Program being used to create the parcel fabric for GIS.
- 710103** **Extra Help** (\$0) is recommended decreased \$36,000 since commercial appraisal assistance is not needed at this time.
- 710200** **Retirement** (\$705,255) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System with personnel adjustments.
- 710300** **Health Insurance** (\$287,496) is based on the employer's share of health insurance premiums with personnel adjustments.
- 710400** **Workers' Compensation** (\$17,589) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$2,000) is recommended increased to cover the cost of three existing office cell phones.

SERVICES & SUPPLIES (continued)

- 720600** **Insurance** (\$3,359) reflects the Department’s contribution to the County’s Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$500) is recommended unchanged in case of potential telephone relocations, break room appliance repairs, and repairs to miscellaneous equipment.
- 721100** **Memberships** (\$850) is recommended increased \$50 for membership in the California Assessors’ Association which includes the related employee associations.
- 721300** **Office Expense** (\$18,000) is recommended increased \$3,000 due to increased costs for office expenses which include:
- \$3,500 Marshall-Swift Commercial Valuation Library for the cost guide required for Assessors to be used by appraisal staff.
 - 450 MLS Access
 - 500 Real Estate Research Corp. special valuation research.
 - 225 JD Powers for Mobile home valuations and vessels.
 - 225 Aircraft Bluebook CD to determine aircraft valuation.
 - 6,700 CoStar for special valuation research.
- 721400** **Professional & Specialized Services** (\$12,500) is recommended decreased \$17,500 to cover the legal fees related to appeals, legal services, and other services. This account provides the following expenditures:
- \$ 3,489 Megabyte Online Business Property Statement – filing for annual business reporting.
 - 4,200 Property Statement Letters and Ag Questionnaires – for printing, collating, processing, and mailing.
 - 750 Software License – for receipt of imaged documents from the Recorder’s Office.
 - 850 Online Forms – Madera County’s share of cost of online standard forms.
 - 2,500 Cota Cole & Huber – Maintain minimum access to legal advice for the Assessor’s office.
- 721601** **Rents & Leases – County Vehicle** (\$5,000) is recommended for leasing vehicles from Central Garage for approximately 8,500 miles.
- 722000** **Transportation & Travel** (\$5,000) is recommended unchanged based on current and anticipated costs for State-required travel, training, and trips for the Assessor and staff, including mileage reimbursement for Department staff.

OTHER CHARGES (continued)

- 730330** **Rents & Leases – Equipment** (\$18,000) is recommended for the lease of the department’s network copiers and production printers.
- 770100** **Intrafund Transfers** (\$13,000) is recommended for cost of VoIP phones for the department.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 7.0 | 5.0 | 7.0 | - | - | (5.0) | A |
| 3611 | Assessment Clerk I or | | | | | | | |
| 3612 | Assessment Clerk II or | | | | | | | |
| 3613 | Assessment Technician | 7.0 | 4.0 | 6.0 | - | (1.0) | (4.0) | B, C |
| 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 | - | 1.0 | (1.0) | D |
| 3533 | Office Assistant I or | | | | | | | |
| 3534 | Office Assistant II | 1.0 | - | 1.0 | - | - | - | |
| 3301 | Cadastral Drafting Technician I or | | | | | | | |
| 3302 | Cadastral Drafting Technician II | | | | | | | |
| 3323 | or Senior Cadastral Drafting Technician | 1.0 | - | 1.0 | - | - | - | |
| 3147 | Supervising Appraiser | 1.0 | - | 1.0 | - | - | - | |
| 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 | Administrative Analyst I | | | | | | | |
| 3613 | or Administrative Analyst II | | | | | | | |
| 3536 | or Principal Administrative Analyst | 1.0 | - | 1.0 | - | - | - | |
| TOTAL | | 24.0 | 10.0 | 24.0 | - | - | (10.0) | |

NOTES:

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | 2021-22 Authorized <u>Positions</u> | 2022-23 Proposed <u>Positions</u> | Y-O-Y Changes <u>in Positions</u> |
|----------|---|--|--|
| A | Deleting five (5) FTE unfunded Appraiser I/II/III position. The Assessor's Office has streamlined our work and these positions are no longer needed. | | |
| B | Deleting one (1) FTE funded Assessment Clerk I/II or Assessment Technician position. The Assessor's Office has streamlined our work and these positions are no longer needed. | | |
| C | Deleting three (3) FTE unfunded Assessment Clerk I/II or Assessment Technician positions. The Assessor's Office has streamlined our work and these positions are no longer needed. | | |
| D | The Assessor's Office would like to add back the Cadastral Drafting Technician funded position. Salary will be paid temporarily from the State Supplementation for County Assessors Program grant funds. The Assessor's Office has grant funds available to cover the salary for up to 2 years. This will allow for training by the vendor creating the parcel layer. | | |

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--------------------------|-------------------------------------|---|--------------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 654535 ST - Grant Revenue | 405,775 | 413,333 | 222,667 | 222,667 |
| TOTAL CHARGES FOR CURRENT SERVICES | 405,775 | 413,333 | 222,667 | 222,667 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfer In | 0 | 206,667 | 111,333 | 111,333 |
| TOTAL MISCELLANEOUS REVENUE | 0 | 206,667 | 111,333 | 111,333 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>405,775</u> | <u>620,000</u> | <u>334,000</u> | <u>334,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710105 Overtime | 0 | 10,000 | 10,000 | 10,000 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 0 | 10,000 | 10,000 | 10,000 |
| 721400 Professional & Specialized Services | 225,544 | 600,000 | 200,000 | 200,000 |
| 722000 Transportation & Travel | 0 | 10,000 | 20,000 | 20,000 |
| TOTAL SERVICES & SUPPLIES | 225,544 | 610,000 | 220,000 | 220,000 |
| 770100 Intrafund Transfers | 3,953 | 0 | 104,000 | 104,000 |
| TOTAL INTRAFUND TRANSFERS | 3,953 | 0 | 104,000 | 104,000 |
| <u>TOTAL EXPENDITURES</u> | <u>229,497</u> | <u>620,000</u> | <u>334,000</u> | <u>334,000</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(176,278)</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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 obtain aerial imagery for alignment of the new layer and for general use by County Departments.

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ASSESSOR - GIS LAYER REDRAW

ESTIMATED REVENUES

- 654535** **State – Grant Revenue** (\$222,667) is recommended for funding projects authorized by the State Supplementation for County Assessor’s Program to fund GIS Parcel Fabric creation, aerial imagery subscription, and training in new GIS programs. These grant funds require a 2:1 match from the County.
- 680200** **Operating Transfer In** (\$111,333) is recommended for the County match.

SALARIES & EMPLOYEE BENEFITS

- 710105** **Overtime** (\$10,000) is recommended unchanged to complete work backlog due to staff training.

SERVICES & SUPPLIES

- 721400** **Professional & Specialized Services** (\$200,000) 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** (\$20,000) is recommended increased based on anticipated training in new GIS program.
- 770100** **Intrafund Transfer** (\$104,000) is recommended to offset the expense of hiring a new Cadastral Drafting Technician and reimbursement to other departments.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| TRUST REVENUE | | | | |
| 601000 Trust Revenue | 20 | 0 | 0 | 0 |
| TOTAL TRUST REVENUE | 20 | 0 | 0 | 0 |
| TAXES | | | | |
| 610901 Hotel & Motel Tax | 50,931 | 146,300 | 231,000 | 231,000 |
| TOTAL TAXES | 50,931 | 146,300 | 231,000 | 231,000 |
| LICENSES, PERMITS & FRANCHISES | | | | |
| 620200 Business Licenses | 114,684 | 81,800 | 111,900 | 111,900 |
| TOTAL LICENSES, PERMITS & FRANCHISES | 114,684 | 81,800 | 111,900 | 111,900 |
| FINES, FORFEITURES & PENALTIES | | | | |
| 630401 Cost of Tax Collection | 98,580 | 90,000 | 98,500 | 98,500 |
| 630402 Redemption Fees | 14,028 | 12,000 | 13,000 | 13,000 |
| TOTAL FINES, FORFEITURES & PENALTIES | 112,608 | 102,000 | 111,500 | 111,500 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 660100 Assessment/Tax Collection Fees | 159,905 | 90,000 | 60,000 | 60,000 |
| 660101 Property Tax Admin Fee | 148,064 | 145,000 | 148,000 | 148,000 |
| 660102 Supplemental Tax Fee | 253,710 | 220,000 | 245,000 | 245,000 |
| 660231 Spec Assessmt - Bus Imprv Dst | 11,972 | 7,315 | 10,500 | 10,500 |
| 662700 Other Charges for Services | 0 | 0 | 82,000 | 82,000 |
| 662704 Copies | 64 | 250 | 200 | 200 |
| TOTAL CHARGES FOR CURRENT SERVICES | 573,716 | 462,565 | 545,700 | 545,700 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| MISCELLANEOUS REVENUE | | | | |
| 673000 Miscellaneous Revenue | 3,300 | 3,000 | 3,000 | 3,000 |
| 673100 Unclaimed Money | 25 | 2,000 | 2,000 | 2,000 |
| 673102 Tax Payment - Over | 619 | 1,000 | 1,000 | 1,000 |
| 673104 TOT - Over | 30 | 500 | 500 | 500 |
| 673700 Cash Overage | 37 | 500 | 500 | 500 |
| TOTAL MISCELLANEOUS REVENUE | 4,011 | 7,000 | 7,000 | 7,000 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 148,334 | 130,400 | 120,000 | 120,000 |
| TOTAL OTHER FINANCING SOURCES | 148,334 | 130,400 | 120,000 | 120,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>1,004,304</u> | <u>930,065</u> | <u>1,127,100</u> | <u>1,127,100</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 435,806 | 478,389 | 592,435 | 592,435 |
| 710103 Extra Help | 60,331 | 81,854 | 87,761 | 87,761 |
| 710107 Premium Pay | 915 | 0 | 0 | 0 |
| 710200 Retirement | 178,650 | 194,013 | 253,008 | 253,008 |
| 710300 Health Insurance | 82,493 | 105,143 | 115,597 | 115,597 |
| 710400 Workers' Compensation Insurance | 3,303 | 2,925 | 3,306 | 3,306 |
| 710500 Other Benefits | 600 | 600 | 600 | 600 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 762,098 | 862,924 | 1,052,707 | 1,052,707 |
| SERVICES & SUPPLIES | | | | |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|--|---------------------------|---------------------------------------|---|--|
| 720300 Communications | 2,939 | 4,800 | 4,800 | 4,800 |
| 720600 Insurance | 287 | 412 | 450 | 450 |
| 721100 Memberships | 583 | 250 | 250 | 250 |
| 721201 Cash Shortages | 365 | 500 | 500 | 500 |
| 721211 Tax Payment - Short | 799 | 1,000 | 1,600 | 1,600 |
| 721212 TOT - Short | 6 | 500 | 250 | 250 |
| 721300 Office Expense | 31,821 | 25,000 | 32,120 | 32,120 |
| 721400 Professional & Specialized Services | 91,708 | 150,900 | 153,560 | 153,560 |
| 721426 Software Maintenance | 0 | 18,850 | 10,947 | 10,947 |
| 721500 Publications & Legal Notices | 12,640 | 14,813 | 14,800 | 14,800 |
| 721600 Rents & Leases - Equipment | 13,296 | 0 | 0 | 0 |
| 722000 Transportation & Travel | 1,972 | 9,500 | 9,500 | 9,500 |
| TOTAL SERVICES & SUPPLIES | 156,415 | 226,525 | 228,777 | 228,777 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases | 0 | 15,700 | 15,700 | 15,700 |
| TOTAL OTHER CHARGES | 0 | 15,700 | 15,700 | 15,700 |
| INTRAFUND TRANSFERS | | | | |
| 770100 Intrafund Transfers | 0 | 0 | 5,000 | 5,000 |
| TOTAL INTRAFUND TRANSFERS | 0 | 0 | 5,000 | 5,000 |
| <u>TOTAL EXPENDITURES</u> | <u>918,513</u> | <u>1,105,149</u> | <u>1,302,184</u> | <u>1,302,184</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(85,791)</u> | <u>175,084</u> | <u>175,084</u> | <u>175,084</u> |

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

| | <u>Actual</u> <u>2020-21</u> | <u>Estimated</u> <u>2021-22</u> | <u>Projected</u> <u>2022-23</u> |
|--|---|--|--|
| <u>TAX COLLECTOR</u> | | | |
| Transient Occupancy Tax Billing Statements (Quarterly) | 2,093 | 2,480 | 3,000 |
| Business Improvement District Billing Statements (Quarterly) | 2,093 | 2,480 | 3,000 |
| New Business License Processed | 983 | 1,000 | 1,100 |
| Business License Renewals | 2,781 | 2,790 | 2,900 |
| Secured Tax Statements | 58,540 | 58,606 | 60,000 |
| Current Secured Reminders | 4,015 | 3,000 | 3,200 |
| Delinquent Secured Bills | 5,449 | 2,066 | 1,500 |
| Unsecured Tax Statements | 2,783 | 2,502 | 2,700 |
| Supplemental Tax Statements | 4,512 | 5,000 | 4,000 |
| Notice of Impending Powers to Sell | 121 | 114 | 80 |
| Parcels Redeemed | 89 | 63 | 40 |
| Parcels Published for Sale | 27 | 21 | 20 |
| Parcels Sold | 16 | 17 | 15 |
| Annual Unsecured Lien Notices | 725 | 449 | 650 |
| Unsecured Liens Active | 1,140 | 918 | 900 |
| Mobile Home Tax Clearances | 152 | 130 | 130 |
| Returned Items | 139 | 110 | 115 |
| Refunds | 564 | 750 | 750 |
| Active 4-Pay Part Pay Payment Plans – All Other | 45 | 50 | 50 |
| Active 5-pay Payment Plans – Secured Taxes | 202 | 208 | 215 |
| Check21 check processing | 34,032 | 45,000 | 43,000 |
| Phone Calls-Incoming | 10,979 | 14,000 | 13,000 |
| Credit Card & E-Check Transactions | 11,316 | 9,300 | 9,500 |

ESTIMATED REVENUES

- 610901** **Hotel & Motel Tax** (\$231,000) is a recommended increase of \$84,700 based on the projected administrative cost of collecting these taxes including billing, processing invoices, collection, posting, and reconciliation of payments. The increase is also due to a reimbursement for Transient Occupancy Tax (TOT) related systems such as the Megabyte TOT module and Deckard Technologies (Rentalscape) for monitoring and identifying non-compliant TOT operators. In December 2021, Ordinance No. 295F was approved to modify section 3.20.060 related to TOT Registration. Each lodging operator, including any operator who performs their functions through a managing agent must now register with the tax administrator.
- 620200** **Business Licenses** (\$111,900) is a recommended increase of \$30,100 based on the projected reimbursements in the current fiscal year and includes fees collected for business license activities. The overall increase is due to the approval of Ordinance No. 295F where each lodging operator, including any operator who performs their functions through a managing agent must now register with the tax administrator. In addition, the department is including reimbursement for the annual maintenance for POSSE, the software application that is used to collect and process business license renewals.
- 630401** **Cost of Tax Collection** (\$98,500) is a recommended increase of \$8,500 based on current fiscal year projections and includes all prior secured and prior supplemental secured fees collected. This revenue category consists of the thirty-dollar (\$30) cost on the second installment if a parcel is not paid timely.
- 630402** **Redemption Fees** (\$13,000) is a recommended increase of \$1,000 based on current fiscal year projections. Redemption fees are collected from delinquent tax payments. The redemption fee collected is comprised of a twenty-five-dollar (\$25) fee that attaches to a parcel once it has become defaulted, \$5 of this fee is allocated to the State. This account is also used as a pass through for the \$1.50 fee that is passed on to the State Controller's Office for tax sale properties that are sold at public auction.
- 660100** **Assessment/Tax Collection Fees** (\$60,000) is a recommended decrease of \$30,000 based on current fiscal year projections of actual reimbursable costs for Tax collection fees collected. The decrease is due to changing the allocation of revenue from several tax collector fees such as admin and courtesy notice fees to fund 662700.
- 660101** **Property Tax Admin Fee (R&T 95.3)** (\$148,000) is a recommended increase of \$3,000 based on current fiscal year projections provided by the County Auditor. This revenue reflects the Tax Collector's share of reimbursable costs that are shared among two other departments (Assessor & Auditor). Reimbursable costs include the cost of assessing, collecting, and apportioning property taxes.

ESTIMATED REVENUES (continued)

- 660102** **Supplemental Tax Fee (R&T 75.70 & 100.2)** (\$245,000) is a recommended increase of \$25,000 based on current fiscal year projections and prior year actuals. This amount reflects revenue received for processing supplemental tax bills. The supplemental tax fee is collected for changes in ownership and new construction. Based on current housing market conditions and an increase in new subdivision developments. The projected new housing developments within Madera County include K. Hovnanian Homes Aspire at Riverbend, Ivey Pointe III, Lafayette by Wathen Castanos Homes, Mesa Pointe II, Littrel Homes, Kaufman & Broad, Lennar at Riverstone, DMP Development Co, The Summit by D.R. Horton and McCaffrey Homes Altura Tesoro Viejo.
- 660231** **Special Assessment – Business Improvement District** (\$10,500) is a recommended increase of \$3,185 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 charging 0.05% of the department’s administrative time to the 2.0% of Transient Occupancy Taxes (TOT) that is collected.
- 662700** **Other Charges for Services** (\$82,000) is recommended as a new revenue line item in the budget for revenue received from several tax collector fees that are currently recorded using fund 660100. Revenue for this line item includes the Non-Sufficient Fund (NSF) admin fee, semi-annual secured reminder notice fee, annual unsecured reminder notice fee, and prior secured billing for delinquent reminder notices.
- 662704** **Copies** (\$200) is recommended decrease of \$50 based on current fiscal year projections.
- 673000** **Miscellaneous Revenue** (\$3,000) is recommended to remain unchanged based on current fiscal year projections and included Non-Sufficient Fund (NSF) fees.
- 673100** **Unclaimed Money** (\$2,000) is recommended to remain unchanged based on current fiscal year projections. This fund is used for any unclaimed revenues received from the State Controller’s Office.
- 673102** **Tax Payment - Over** (\$1,000) is recommended to remain unchanged. This fund is used for identifiable tax payment overages pursuant to Revenue and Taxation Code Section 2611.5 and Madera County Resolution 91-251. This fund is used to decrease the amount tendered to the County for the payment of any tax, assessment, penalty, cost, or interest when the amount paid to the County is over the total amount due, and that amount does not exceed twenty dollars (\$20).

ESTIMATED REVENUES (continued)

- 673104** **Transient Occupancy Tax (TOT) Payment - Over** (\$500) is recommended to remain unchanged. This fund is used to fund identifiable overages related to TOT payments pursuant to Revenue and Taxation Code Section 2611.5 and Madera County Resolution 91-251. This fund is used to decrease the amount tendered to the County for the payment of any TOT payment, penalty, or cost when the amount paid to the County is over the total amount due, and that amount does not exceed twenty dollars (\$20).
- 673700** **Cash (Difference) - Overage** (\$500) is recommended to remain unchanged. This fund is used as a cash difference fund for unidentified overages pursuant to Government Code Sections 29370-29390.1, Revenue and Taxation Code Section 2611.5 and Madera County Resolution 91-251. This fund is used to decrease the amount tendered to the County for the payment of any tax, assessment, penalty, cost, or interest when the amount paid to the County is short the total amount due, and that amount does not exceed twenty dollars (\$20).
- 680200** **Operating Transfer In** (\$120,000) is a recommended decrease of \$10,400 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 include one Full Time Equivalent Property Tax and Sales Assistant, one part time Extra Help employee, as well as a proportionate amount of staff time for opening payment plans, answering tax sale related questions, and other miscellaneous tax sale functions.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$592,435) is a recommended increase of \$114,046 based on maintaining current staffing allocations for the cost-of-living increases and step/longevity increases. Accounting Technicians are flexibly allocated to Sr. Accounting Technicians for the various units within the Tax Collector department and the addition of an Executive Assistant to support the department's long term strategic plan.
- 710103** **Extra Help** (\$87,761) is a recommended increase of \$5,907. The budgeted amount is based on the need for clerical help during peak tax collection periods to assist 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 upcoming tax projects.
- 710200** **Retirement** (\$253,008) is a recommended increase of \$58,995 based on the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

TAX COLLECTOR

SALARIES & EMPLOYEE BENEFITS (continued)

- 710300** **Health Insurance** (\$115,597) is a recommended increase of \$10,454 based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$3,306) is recommended increase of \$381 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** (\$4,800) is recommended unchanged based on the current fiscal year projections. This amount reflects the two additional mobile phone lines/hot spots to provide readily accessible phone and Wi-Fi services for staff in the event of an emergency and to provide additional mobile Wi-Fi and phone service to assist staff during peak times. This amount reflects the Treasury division share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 720600** **Insurance** (\$450) is recommended increase of \$38. This 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.
- 721100** **Memberships** (\$250) is recommended to remain unchanged for memberships in the California Association of County Treasurers and Tax Collectors (CACTTC) for the Treasurer-Tax Collector and their designee. This amount reflects the Tax Collector division share. The overall cost for this membership is split between the Treasurer and Tax Collector budgets.
- 721201** **Cash (Difference) - Shortage** (\$500) is recommended unchanged based on current projections. This fund is used as a cash difference fund for unidentified shortages pursuant to Government Code Sections 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 interest when the amount paid to the County is short the total amount due, and that amount does not exceed twenty dollars (\$20).

SERVICES & SUPPLIES (continued)

- 721211** **Tax Payment - Short** (\$1,600) is a recommended increase of \$600 based on current projections. This fund is used to fund identifiable shortages pursuant to 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 interest when the amount paid to the County is short the total amount due, and that amount does not exceed twenty dollars (\$20).
- 721212** **Transient Occupancy Tax (TOT) Payment - Short** (\$250) is a recommended decrease of \$250 based on current projections. This fund is used to fund identifiable shortages related to TOT payments pursuant to 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 TOT payment, penalty, or cost when the amount paid to the County is short the total amount due, and that amount does not exceed twenty dollars (\$20).
- 721300** **Office Expense** (\$32,120) is a recommended increase of \$7,120 based on the current year's forecasted expenditures. These expenditures include printer supplies, general office supplies, general office furniture, forms, paid and date stamps, and envelopes. In addition to the increase, some suppliers are having delays on their processing times and shipments therefore items need to be ordered in advanced, in bulk, for future use.
- 721400** **Professional & Specialized Services** (\$153,560) is a recommended increase of \$2,660 based on current expenditures and the addition of newly contracted services which include Deckard Technologies for short-term rental property maintenance and Simplicity for unsecured property tax collections.

| <u>Tax Collector</u> | <u>Recommended</u> |
|--|---------------------|
| MyGovBill | \$900.00 |
| Presort - Printing & Mailing Tax Bills | \$45,000.00 |
| Deckard Technologies | \$43,350.00 |
| POSSE | \$24,000.00 |
| Granicus – E Alerts | \$8,360.00 |
| Simplicity | \$950.00 |
| Subtotal: | \$122,560.00 |

SERVICES & SUPPLIES (continued)

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

Tax Sale (All Recoverable)

| | |
|--|--------------------|
| Bid4Assets – Online Auction Services (Tax Sale) | \$11,000.00 |
| First Corporate Solutions – Title Search Services (Tax Sale) | <u>\$20,000.00</u> |
| Subtotal: | \$31,000.00 |

GRAND TOTAL: **\$153,560.00**

721426 **Software Maintenance** (\$10,947) is a recommended decrease of \$7,903 based on cost estimates for Megabyte Agency, Megabyte Public Web Service, Megabyte TOT / BID Module, and POSSE Maintenance for business license renewal module.

| <u>Software Maintenance</u> | <u>Recommended</u> |
|------------------------------------|---------------------------|
| POSSE Maintenance | \$1,500.00 |
| Megabyte TOT / BID Module | \$3,284.00 |
| Megabyte Public Web Service | \$3,663.00 |
| Megabyte Agency | <u>\$2,500.00</u> |

GRAND TOTAL: **\$10,947.00**

721500 **Publications & Legal Notices** (\$14,800) is a recommended decrease of \$13 based on actual and estimated costs for publications, including the Notice of Tax Sale, Notice of Power to Sell, and Notice of Excess Proceeds for 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 the defaulted tax listing. All these must be published in a newspaper in the County seat, Madera Tribune and on our county website.

SERVICESUPPLIES (continued)

722000 **Transportation & Travel** (\$9,500) is recommended to remain unchanged. This amount includes the projected amounts to fund required travel for annual conferences, workshops and training for the Treasurer-Tax Collector, management training and new employee training. 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, and Sympro user training. This amount reflects the Tax Collector division share. Most travel costs are split between the Treasurer and Tax Collector budgets.

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$15,700) is recommended to remain unchanged based on cost estimates for the current lease agreement with Ricoh for the Ricoh Folding Machine and Ricoh Office printer(s). Replaced fund 721600.

INTRAFUND TRANSFERS

770100 **Intrafund Transfers** (\$5,000) is a recommended increase of \$5,000. Costs are calculated on the VoIP pricing and license fees per phone in the department. Phone services and maintenance will be billed through Madera County's Information Technology department. This also includes 50% of the conference room phone. This amount reflects the Tax Collector share.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 4.75 | 0.25 | - | - | (4.75) | (0.25) | A |
| 3606 | Senior Accounting Technician | 1.0 | - | 5.75 | - | 4.75 | - | |
| 3205 | Administrative Analyst I or | - | - | - | - | - | - | |
| 3206 | Administrative Analyst II or | - | - | - | - | - | - | |
| 3209 | Senior Administrative Analyst | - | - | 1.0 | - | 1.0 | - | B |
| 3121 | Assistant Treasurer-Tax Collector | 0.40 | - | 0.40 | - | - | - | |
| 3385 | Property Tax and Sales Assistant or | - | - | - | - | - | - | |
| 3386 | Senior Property Tax and Sales Assistant | 1.0 | - | 1.0 | - | - | - | |
| 1014 | Treasurer-Tax Collector | 0.50 | - | 0.50 | - | - | - | |
| 4129 | Chief Deputy Tax Collector-Treasurer | 0.75 | - | 0.50 | - | (0.25) | - | C |
| 4222 | Executive Assistant to the Dept. Head | - | - | 0.50 | - | 0.50 | - | D |
| TOTAL | | 8.40 | 0.25 | 9.65 | - | 1.25 | (0.25) | |

NOTES:

- A** Flexibly allocate Accounting Technician to Sr. Accounting Technicians for the various units with the Tax Collector Department
- B** Flexibly allocate Administrative Analyst to Senior Administrative Analyst
- C** Chief Deputy Tax Collector Treasurer is updated to .50 FTE. The remaining 0.50 FTE of this position is allocated to the Treasury division
- D** Effective to be funded for July 1. New position 0.50 FTE allocated to the Tax division. The remaining 0.50 FTE of this position is allocated to the Treasury division

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|----------------------------------|--|--|---|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662723 Services to Other Agencies | 886,115 | 1,253,338 | 1,325,211 | 1,325,211 |
| TOTAL CHARGES FOR CURRENT SERVICES | 886,115 | 1,253,338 | 1,325,211 | 1,325,211 |
| MISCELLANEOUS REVENUE | | | | |
| 673700 Cash Overage | 0 | 100 | 100 | 100 |
| TOTAL MISCELLANEOUS REVENUE | 0 | 100 | 100 | 100 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers Out | 2,162 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 2,162 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>888,277</u> | <u>1,253,438</u> | <u>1,325,311</u> | <u>1,325,311</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 452,063 | 539,599 | 615,147 | 615,147 |
| 710103 Extra Help | 20,818 | 106,856 | 106,856 | 106,856 |
| 710200 Retirement | 178,521 | 218,160 | 255,452 | 255,452 |
| 710300 Health Insurance | 67,933 | 101,695 | 100,025 | 100,025 |
| 710400 Workers' Compensation Insurance | 3,303 | 2,925 | 3,306 | 3,306 |
| 710500 Other Benefits | 600 | 600 | 600 | 600 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 723,238 | 969,836 | 1,081,386 | 1,081,386 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 2,619 | 4,800 | 4,800 | 4,800 |
| 720600 Insurance | 287 | 412 | 450 | 450 |
| 720800 Maintenance - Equipment | 10,271 | 20,700 | 12,000 | 12,000 |
| 721100 Memberships | 583 | 740 | 1,250 | 1,250 |
| 721201 Cash Shortages | 0 | 100 | 100 | 100 |
| 721300 Office Expense | 9,609 | 10,500 | 10,500 | 10,500 |
| 721400 Professional & Specialized Services | 132,052 | 162,050 | 141,125 | 141,125 |
| 721426 Software Maintenance | 9,059 | 23,100 | 20,100 | 20,100 |
| 721600 Rents & Leases-Equipment | 8,361 | 0 | 0 | 0 |
| 722000 Transportation & Travel | 1,757 | 14,000 | 14,000 | 14,000 |
| TOTAL SERVICES & SUPPLIES | 174,597 | 236,402 | 204,325 | 204,325 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases-Equipment | 0 | 7,200 | 9,600 | 9,600 |
| TOTAL OTHER CHARGES | 0 | 7,200 | 9,600 | 9,600 |
| CAPITAL PROJECTS & FIXED ASSETS | | | | |
| 740301 Fixed Assets | 0 | 40,000 | 25,000 | 25,000 |
| TOTAL CAPITAL PROJECTS & FIXED ASSETS | 0 | 40,000 | 25,000 | 25,000 |
| INTRAFUND TRANSFERS | | | | |
| 770100 Intrafund Transfers | 0 | 0 | 5,000 | 5,000 |
| TOTAL INTRAFUND TRANSFERS | 0 | 0 | 5,000 | 5,000 |
| <u>TOTAL EXPENDITURES</u> | <u>897,835</u> | <u>1,253,438</u> | <u>1,325,311</u> | <u>1,325,311</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>9,559</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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 2020-21</u> | <u>Estimated 2021-22</u> | <u>Projected 2022-23</u> |
|--|---------------------------|------------------------------|------------------------------|
| <u>TREASURER</u> | | | |
| Cash Receipts (CR/Permits) | 13,587 | 11,910 | 12,100 |
| Auditor Warrants (Auditors TNS, ACH/EFT bank accounts) | 11,097 | 10,750 | 11,000 |
| County Employee Payroll Warrants (direct deposit not included) | 1,583 | 1,550 | 600 |
| County Welfare Warrants (Welfare), (EBT) | 9,386 | 11,400 | 13,600 |
| <u>WORK PROGRAM</u> | | | |
| School Journal Entries (Book) | 470 | 525 | 550 |
| Auditor Journal Entries (Book) | 168 | 175 | 200 |
| Welfare Journal Entries (Book) | 281 | 675 | 700 |
| Investment Transactions (SymPro) | 162 | 450 | 600 |
| Bank Transfers (Debt Service), (Wire) | 555 | 550 | 550 |
| Returns (NSF), (Reversal), (Return Check) | 170 | 400 | 400 |
| Treasury & Bank Ready Deposits (RD) | 1,237 | 1,200 | 1,300 |
| Tax Collector Deposits (Deposits), (CR) | 916 | 810 | 900 |
| Check21 transmissions (checks scanned), (Treasury Cash) | 50,993 | 45,900 | 50,000 |

ESTIMATED REVENUES

- 662723** **Services to Other Agencies** (\$1,325,211) is a recommended increase of \$71,873 based on current fiscal year projections and reflects 100% reimbursement from various agencies for performing all Treasury-related functions.
- 673700** **Cash (Difference) - Overage** (\$100) is recommended. This fund is used as a cash difference fund for unidentified overages pursuant to Government Code Section 29370-29390.1 and the Department’s Uniform County Cash Handling Fiscal Deposit Policies and Procedures 2019.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$615,147) is a recommended increase of \$75,548 based on maintaining current staffing allocations, cost of living increases, step/longevity increases, and flexibly allocating the Accountant Auditor and Administrative Analyst positions. The increase also includes a .50 allocation of a newly created position, Executive Assistant which will be providing administrative support for the department’s long term strategic plan. The position will be shared equally between Treasury and Tax Collector.
- 710103** **Extra Help** (\$106,856) is recommended unchanged based on the need for analytical help during peak periods assisting with Treasury processes as well as to provide staff support on various projects that will directly impact our office this year. These projects include the implementation of the Finance Enterprise system upgrade, Neogov implementation, an upgraded Treasury cash flow, debt service and reconciliation reporting software. The cost for Extra Help will be 100% offset through the Treasury Administration Fee.
- 710200** **Retirement** (\$255,452) is a recommended increase of \$37,292 based on the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System.
- 710300** **Health Insurance** (\$100,025) is a recommended decrease of \$1,670 based on the employer’s share of health insurance premiums.
- 710400** **Workers’ Compensation** (\$3,306) is a recommended increase of \$381 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.

SERVICE & SUPPLIES

- 720300** **Communications** (\$4,800) is a recommended unchanged. This amount reflects a two additional mobile phone lines/hot spots to provide readily accessible phone and Wi-Fi services for staff in the event of an emergency and to provide additional mobile Wi-Fi and phone service to assist staff during peak times. This amount reflects the Treasury division share. The overall cost is split between the Treasurer and Tax Collector budgets.
- 720600** **Insurance** (\$450) is a recommended increase of \$38. The cost 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** (\$12,000) is a recommended decrease of \$8,700 due to current service contract obligations for the OPEX (remittance processor).
- 721100** **Memberships** (\$1,250) is a recommended increase of \$510 for memberships in the California Association of County Treasurers and Tax Collectors (CACTTC), California Municipal Treasurers Association (CMTA) and Government Finance Officers Association (GFOA). The memberships are for the Treasurer-Tax Collector and designated staff. The cost of the CACTTC is split between the Treasurer and Tax Collector budgets. This amount reflects the Treasury division share.
- 721201** **Cash (Difference) Shortage** (\$100) is recommended unchanged. This fund is 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.
- 721300** **Office Expense** (\$10,500) is recommended unchanged based on the current year's forecasted expenditures. 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.
- 721400** **Professional & Specialized Services** (\$141,125) is a recommended decrease of \$20,925 based on an anticipated cost reduction for banking services. Bank of America provides an earnings credit based on account balances to help offset charges for services. The remainder of costs are based on contract obligations for CliftonLarsonAllen,LLP which provides an annual compliance audit on the co-mingled pooled participant investment policy. Treasury services such as vault maintenance, secured courier services, and confidential shredding services. All Treasury related costs listed below are recovered through the Treasury Administration Fee.

SERVICE & SUPPLIES (continued)

| <u>Treasury (All Recoverable)</u> | <u>Recommended</u> |
|-----------------------------------|-------------------------|
| Treasury Vault Diebold | \$525 |
| Guardian Mobile | \$400 |
| CliftonLarsonAllen,LLP | \$3,300 |
| RT Lawrence | \$8,300 |
| Principal Custodial Bank | \$9,000 |
| Brinks Courier Service (Daily) | \$14,600 |
| Banking Services | \$105,000 |
| GRAND TOTAL: | <u>\$141,125</u> |

721426 **Software Maintenance** (\$20,100) is a recommended decrease of \$3,000 based on cost estimates for Tracker Debt Management software and current contract obligations for SymPro, our investment software and Cummins Allison (Data Base Manager Software).

| <u>Software Maintenance</u> | <u>Recommended</u> |
|-----------------------------|------------------------|
| SymPro | \$9,900 |
| Tracker Debt Management | \$8,000 |
| Cummins Allison (DBM) | \$2,200 |
| GRAND TOTAL: | <u>\$20,100</u> |

722000 **Transportation & Travel** (\$14,000) is recommended unchanged which will fund required travel for annual conferences, workshops and training for the Treasurer-Tax Collector, management training and new employee training. 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 and SymPro user trainings. This amount reflects the Treasury division share. Most travel costs are split between the Treasurer and Tax Collector budgets.

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$9,600) is a recommended increase of \$2,400 due to an increase in printing costs for the leased Ricoh printer/scanners. The overall cost for the 2 Ricoh printer/scanners is split between the Treasurer and Tax Collector budgets.

FIXED ASSESTS

740301 **Fixed Assets** (\$25,000) is a recommended decrease of \$15,000. The amount budgeted for fixed assets includes an estimated \$10,000 for Phase 2 of the bond and debt service room, \$10,000 for the department kitchen and breakroom remodel and \$5,000 for the installation of the Executive Assistant's workspace.

INTRAFUND TRANSFERS

770100 **Intrafund Transfers** (\$5,000) is a recommended increase of \$5,000. Costs are calculated on the VoIP pricing and licensing fees per phone in the department. Phone services and maintenance will be billed through Madera County's Information Technology department. This also includes 50% of the conference room phone. This amount reflects the Treasury division's share.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22</u> | | <u>2022-23</u> | | <u>Y-O-Y</u> | | <u>Notes</u> |
|------------|---------------------------------------|-------------------|------------------|-----------------|------------------|----------------|---------------------|--------------|
| | | <u>Authorized</u> | <u>Positions</u> | <u>Proposed</u> | <u>Positions</u> | <u>Changes</u> | <u>in Positions</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 or | - | - | 1.0 | - | 1.0 | - | |
| 3139 | Supervising Accountant-Auditor | 1.0 | - | - | - | (1.0) | - | |
| 3349 | Accounting Technician I or | - | - | - | - | - | - | |
| 3354 | Accounting Technician II | 0.25 | - | - | - | (0.25) | - | |
| 3606 | Senior Accounting Technician | - | - | 0.25 | - | 0.25 | - | B |
| 3205 | Administrative Analyst I or | - | - | - | - | - | - | |
| 3206 | Administrative Analyst II or | 2.0 | - | - | - | (2.0) | - | |
| 3209 | Senior Administrative Analyst | - | - | 2.0 | - | 2.0 | - | C |
| 3121 | Assistant Treasurer-Tax Collector | 0.60 | - | 0.60 | - | - | - | |
| 4129 | Deputy Chief Tax Collector-Treasurer | 0.25 | - | 0.50 | - | 0.25 | - | D |
| 4222 | Executive Assistant to the Dept. Head | - | - | 0.50 | - | 0.50 | - | E |
| 1014 | Treasurer-Tax Collector | 0.50 | - | 0.50 | - | - | - | |
| | TOTAL | 6.60 | - | 8.35 | - | 1.75 | - | |

NOTES:

- A Flexibly allocate Accountant Auditor I/II
- B Flexibly allocate Accounting Technician to Sr. Accounting Technician
- C Flexibly allocate Administrative Analyst to Senior Administrative Analyst
- D Chief Deputy Tax Collector Treasurer is updated to .50 FTE. The remaining 0.50 FTE of this position is allocated to the Tax Collector division.
- E Effective to be funded for July 1. New position 50 FTE allocated to the Treasurer. The remaining 0.50 FTE of this position is allocated to the Tax division

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| TAXES | | | | |
| 610900 OTHER TAXES | 1,582,145 | 1,200,000 | 1,500,000 | 1,500,000 |
| TOTAL TAXES | 1,582,145 | 1,200,000 | 1,500,000 | 1,500,000 |
| LICENSES, PERMITS & FRANCHISES | | | | |
| 620700 Other Licenses & Permits | 11,357 | 14,000 | 16,000 | 16,000 |
| TOTAL LICENSES, PERMITS & FRANCHISES | 11,357 | 14,000 | 16,000 | 16,000 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661600 Recording Fees | 977,206 | 820,000 | 900,000 | 900,000 |
| 662700 Other Charges for Services | 5,110 | 3,000 | 4,000 | 4,000 |
| 673700 Cash Overages | 1,469 | 0 | 1,500 | 1,500 |
| TOTAL CHARGES FOR CURRENT SERVICES | 983,785 | 823,000 | 905,500 | 905,500 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In (Mod Fund 1346) | 0 | 110,000 | 110,000 | 110,000 |
| 680200 Operating Transfers In (Micro Fund 1345) | 0 | 20,000 | 20,000 | 20,000 |
| 680200 Operating Transfers In (Trunc Fund 1347) | 0 | 30,000 | 30,000 | 30,000 |
| 680200 Operating Transfers In (E-Record Fund 1344) | 0 | 25,000 | 25,000 | 25,000 |
| 680200 Operating Transfer In (VRIP Fund 1367) | 0 | 17,000 | 17,000 | 17,000 |
| 680200 Operating Transfer In (CARES Act Fund 1314) | 20,148 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 20,148 | 202,000 | 202,000 | 202,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>2,597,436</u> | <u>2,239,000</u> | <u>2,623,500</u> | <u>2,623,500</u> |

EXPENDITURES:

| | | | | |
|------------------------------|---------|---------|---------|---------|
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 606,467 | 704,882 | 778,692 | 778,692 |
| 710103 Extra Help | 0 | 30,000 | 30,000 | 30,000 |
| 710107 Premium Pay | 1,140 | 0 | 0 | 0 |
| 710200 Retirement | 232,430 | 282,971 | 321,449 | 321,449 |
| 710300 Health Insurance | 94,607 | 104,946 | 131,769 | 131,769 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| 710400 Workers' Compensation Insurance | 6,005 | 5,319 | 6,862 | 6,862 |
| 710500 Other Benefits | 600 | 600 | 600 | 600 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 941,248 | 1,128,718 | 1,269,372 | 1,269,372 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 3,019 | 6,060 | 6,060 | 6,060 |
| 720600 Insurance | 742 | 1,065 | 1,395 | 1,395 |
| 720800 Maintenance - Equipment | 490 | 5,000 | 5,000 | 5,000 |
| 721100 Memberships | 1,800 | 1,700 | 1,800 | 1,800 |
| 721200 Miscellaneous Expenses | 55 | 0 | 0 | 0 |
| 721300 Office Expense | 17,448 | 20,000 | 20,000 | 20,000 |
| 721400 Professional & Specialized Services | 89,057 | 80,000 | 80,000 | 80,000 |
| 721600 Rents & Leases - Equipment | 5,869 | 0 | 0 | 0 |
| 721700 Rents & Leases - Buildings | 4,735 | 0 | 0 | 0 |
| 721701 Rents & Grants | 0 | 6,000 | 6,000 | 6,000 |
| 721900 Special Departmental Exp | 0 | 60,000 | 60,000 | 60,000 |
| 722000 Transportation & Travel | 618 | 14,000 | 14,000 | 14,000 |
| TOTAL SERVICES & SUPPLIES | 123,833 | 193,825 | 194,255 | 194,255 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Principal | 0 | 6,000 | 6,000 | 6,000 |
| TOTAL OTHER LEASES & EXPENSES | 0 | 6,000 | 6,000 | 6,000 |
| INTRAFUND EXPENSES | | | | |
| 770100 Intrafund Expense Account | 0 | 0 | 5,987 | 5,987 |
| TOTAL INTRAFUND EXPENSES | 0 | 0 | 5,987 | 5,987 |
| <u>TOTAL EXPENDITURES</u> | <u>1,065,082</u> | <u>1,328,543</u> | <u>1,475,614</u> | <u>1,475,614</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(1,532,354)</u> | <u>(910,457)</u> | <u>(1,147,886)</u> | <u>(1,147,886)</u> |

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 at the discretion of the County Clerk during pandemic settings; administers oaths to elected and appointed officers, and notaries public; files notary bonds; files environmental notices ; 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>2020-21</u> | <u>Estimated</u> <u>2021-22</u> | <u>Projected</u> <u>2022-23</u> |
|--|---------------------------------|------------------------------------|------------------------------------|
| <u>Recorder</u> | | | |
| Births scanned/indexed (includes historical) | 1,934 | 6,000 | 4,000 |
| Deaths scanned/indexed (includes historical) | 4,598 | 1,200 | 3,000 |
| Marriages registered/scanned/indexed | 538 | 900 | 900 |
| Maps recorded | 33 | 60 | 60 |
| Microfilming daily records (frames) | 214,321 | 250,000 | 275,000 |
| Scanned/indexed/verified (frames)(backfile) | 101,774 | 125,000 | 145,000 |
| Recorded and Filed Documents | 40,865 | 45,000 | 50,000 |
| Copies prepared (plain, certified, and no fee) | 3,425 | 3,500 | 3,500 |
| Certified copies of birth, death, marriage records | 4,565 | 6,000 | 6,000 |
| Certified copies for Veterans services | 4 | 0 | 5 |
| CD w/data or images (copied for sale)/FTP annual subscriptions | 0 | 25/60 | 25/60 |
| Social security truncation/redaction project (beginning w/1980 records) (documents processed) | 27,067 | 25,000 | 25,000 |

COUNTY CLERK-RECORDER

WORKLOAD (continued)

| | <u>Actual</u> 2020-21 | <u>Estimated</u> 2021-22 | <u>Projected</u> 2022-23 |
|---|----------------------------------|-------------------------------------|-------------------------------------|
| <u>County Clerk (continued)</u> | | | |
| Certified copies – confidential marriages | 33 | 50 | 50 |
| Marriage licenses issued (public and confidential) | 597 | 845 | 845 |
| Fictitious Business Statements filed | 896 | 800 | 800 |
| Fictitious business statement renewal notices | 0 | 0 | |
| Notary oaths administered/bond filed | 58 | 100 | 100 |
| Civil Marriages performed | 3 | 0 | 0 |
| Notices of Determination/exemption filed | 117 | 150 | 150 |
| Documents acknowledged/copies prepared | 332 | 400 | 400 |
| Registration of legal document assistants/process servers | 12 | 20 | 20 |

ESTIMATED REVENUES

Recorder Revenue

- 610990** **Documentary Transfer Tax** (\$1,500,000) 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. This amount reflects the estimated \$1,745,000.00 to be collected in documentary transfer tax collected on all conveyances less approximately \$200,000 disbursed to the City of Madera and \$45,000.00 to the City of Chowchilla for transfers within those jurisdictions.
- 661600** **Recording Fees** (\$900,000) 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. The total amount of Recorder Fees collected is estimated to be \$3,000,000.00 which includes the net revenue collected by the Clerk division of \$43,000.00. An estimated total of \$2,100,000.00 will be disbursed to various state and local accounts: M&D, Domestic Violence, Fish & Game, VRIP, State Treasurer, Marriage Mediation, C&M, CDPH Vital Statistics, Vital Statistics Trust, Child Abuse Prevention Program, Umbilical Cord Program, Missing Persons DNA Program, and Building Homes & Jobs Act Funds as required by law.

ESTIMATED REVENUES (continued)

| Entity Receiving Funds | Approximate Amount to be Disbursed |
|------------------------------------|---|
| C & M | \$5,040.00 |
| CDPH Vital Statistics | \$30,435.00 |
| Vital Statistics Trust | \$18,600.00 |
| Child Abuse Prevention Program | \$12,600.00 |
| Umbilical Cord Program | \$7,000.00 |
| Missing Persons DNA Program | \$2,090.00 |
| Building Homes & Jobs Act – State | \$1,781,250.00 |
| Building Homes & Jobs Act – County | \$93,750.00 |
| Domestic Violence Prevention | \$19,435.00 |
| M&D | \$2,580.00 |
| Fish & Game | \$60,000.00 |
| VRIP – Vital Statistics | \$155.00 |
| State Treasurer | \$180.00 |
| Marriage Mediation | \$4,225.00 |

673000 **Miscellaneous Revenue** (\$1,500) is recommended increased. Funds will only be generated in the event of overpayments of less than \$10.00 on any transaction.

680200 **Operating Transfers In** (\$202,000) is recommended unchanged. 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.

County Clerk Revenue

620700 **Other Licenses & Permits** (\$16,000) is recommended increased. 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** (\$4,000) is recommended increased. This amount reflects the revenue collected from the sale of public and confidential marriage licenses that is allocated to the County Clerk.

SALARIES & EMPLOYEE BENEFITS

- 710102 **Permanent Salaries** (\$778,692) is recommended increased based on the cost of recommended staffing.
- 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** (\$321,449) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300 **Health Insurance** (\$131,769) is based on the employer's share of health insurance premiums.
- 710400 **Workers' Compensation** (\$6,862) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300 **Communications** (\$6,060) is recommended unchanged based on actual expenditures and on contractual increases. Expenses include costs for Verizon data plans (\$1,500 annually); secondary Internet connection via Comcast (\$1,680 annually); and fees incurred for telephone services from CenCal (\$2,380). The alarm monitoring expense is reimbursed from the Modernization Fund (\$500).
- 720600 **Insurance** (\$1,395) reflects the County's anticipated contribution to the County's Self-Insured Liability Program.
- 720800 **Maintenance - Equipment** (\$5,000) is recommended decreased. Amount 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** (\$1,800) is recommended increased to cover costs of memberships in the California Association of Clerks and Election Officials (\$950) and the County Recordors' Association (\$850).

COUNTY CLERK-RECORDER

SERVICES & SUPPLIES (continued)

- 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 unchanged 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.
- 721701** **Rents – Grants** (\$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. (formerly account 721700)
- 721900** **Spcecial Department** (\$60,000) is recommended unchaged to fund anticipated costs related hardware, software and supplies for the satellite office location and other related costs. Applicable expenditures will be reimbursed from trust fund revenue at the end of the year.
- 722000** **Transportation & Travel** (\$14,000) is recommended 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.

OTHER CHARGES

- 730330** **Rents & Leases – Principal** (\$6,000) is recommended to reflect ongoing expenditures for the department's copier lease.
- 770100** **Intrafund Expense** (\$5,987) is recommended to fund the house phones and VOIP services for the Clerk and Recorder divisions at the following rates: \$39.99 per user/per month, \$15.00 per conference phone/per month, plus taxes of approximately \$ 1.00 per line per month.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | - | - | - | |
| 3353 | Sr. Accounting Technician | 0.5 | - | 0.5 | - | - | - | |
| 3205 | Administrative Analyst I or | | | | | | | |
| 3206 | Administrative Analyst II | 0.5 | - | 0.5 | - | - | - | |
| 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 | - | - | - | |
| 4637 | Deputy Clerk-Recorder I or | | | | | | | |
| 4638 | Deputy Clerk-Recorder II | 6.0 | - | 6.0 | - | - | - | |
| 3626 | Micrographics Clerk | - | - | - | - | - | - | |
| 3726 | Senior Deputy Clerk-Recorder | 1.0 | - | 1.0 | - | - | - | |
| 4222 | Executive Assistant to the Dept. Head | - | - | 0.5 | - | 0.5 | - | A |
| TOTAL | | 10.5 | - | 11.0 | - | 0.5 | - | |

NOTES:

A Reflects the request of the department to fund 0.5 FTE Executive Assistant to the Department Head. The other 0.5 FTE is funded in 03330 Elections

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department:

Function:
 Activity:
 Fund:

CLERK-RECORDER
 ELECTIONS (03330)
 General
 Elections
 General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654000 State - Other | 435,246 | 2,750 | 2,750 | 2,750 |
| TOTAL INTERGOVERNMENTAL REVENUE | 435,246 | 2,750 | 2,750 | 2,750 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 660500 Election Services | 275,541 | 31,100 | 143,800 | 143,800 |
| TOTAL CHARGES FOR CURRENT SERVICES | 275,541 | 31,100 | 143,800 | 143,800 |
| MISCELLANEOUS REVENUE | | | | |
| 672000 Other Sales | 0 | 200 | 50 | 50 |
| 680200 Operating Transfers In (Clerk Trust) | 13,263 | 0 | 15,000 | 15,000 |
| TOTAL MISCELLANEOUS REVENUE | 13,263 | 200 | 15,050 | 15,050 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>724,049</u> | <u>34,050</u> | <u>161,600</u> | <u>161,600</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 389,592 | 426,346 | 500,698 | 500,698 |
| 710103 Extra Help | 128,156 | 125,000 | 155,000 | 155,000 |
| 710105 Overtime | 3,050 | 100 | 1,000 | 1,000 |
| 710107 Premium Pay | 200 | 0 | 0 | 0 |
| 710200 Retirement | 173,649 | 173,089 | 208,556 | 208,556 |
| 710300 Health Insurance | 63,400 | 64,264 | 83,853 | 83,853 |
| 710400 Workers' Compensation Insurance | 3,544 | 3,139 | 4,049 | 4,049 |
| 710500 Other Benefits | 600 | 600 | 600 | 600 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 762,191 | 792,538 | 953,756 | 953,756 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department:

**CLERK-RECORDER
ELECTIONS (03330)**

Function:

General

Activity:

Elections

Fund:

General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 1,284 | 3,000 | 3,000 | 3,000 |
| 720600 Insurance | 408 | 586 | 767 | 767 |
| 720800 Maintenance - Equipment | 16,501 | 12,500 | 17,500 | 17,500 |
| 721100 Memberships | 275 | 250 | 275 | 275 |
| 721300 Office Expense | 6,463 | 16,600 | 16,600 | 16,600 |
| 721400 Professional & Specialized Services | 82,500 | 95,000 | 98,000 | 98,000 |
| 721500 Publications & Legal Notices | 9,404 | 9,500 | 9,500 | 9,500 |
| 721600 Rents & Leases - Equipment | 522 | 0 | 0 | 0 |
| 721601 Rents & Leases - Co Vehicles | 0 | 1,000 | 1,000 | 1,000 |
| 721700 Rents & Leases - Buildings | 3,910 | 0 | 0 | 0 |
| 721701 Rents | 0 | 5,000 | 6,000 | 6,000 |
| 721900 Special Departmental Expense | 545,347 | 355,000 | 362,100 | 362,100 |
| 722000 Transportation & Travel | 4,292 | 14,000 | 10,000 | 10,000 |
| TOTAL SERVICES & SUPPLIES | 670,906 | 512,436 | 524,742 | 524,742 |
| FIXED ASSETS | | | | |
| 740300 Equipment | 163,226 | 0 | 0 | 0 |
| TOTAL FIXED ASSETS | 163,226 | 0 | 0 | 0 |
| INTRAFUND EXPENSE | | | | |
| 770100 VOIP | 0 | 0 | 3,828 | 3,828 |
| TOTAL INTRAFUND EXPENSE | 0 | 0 | 3,828 | 3,828 |
| <u>TOTAL EXPENDITURES</u> | <u>1,596,323</u> | <u>1,304,974</u> | <u>1,482,326</u> | <u>1,482,326</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>872,274</u> | <u>1,270,924</u> | <u>1,320,726</u> | <u>1,320,726</u> |

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

| | | <u>Actual</u> <u>2020-21</u> | <u>Estimated</u> <u>2021-22</u> | <u>Projected</u> <u>2022-23</u> |
|---------|--|---|--|--|
| 11/3/20 | Presidential General Election Including Countywide Measure Major; 72 Precincts, 7 Vote Centers 67,959 registered voters | 1 | | |
| 9/14/21 | California Gubernatorial Recall Election Major; 72 Precincts, 7 Vote Centers/1 Mobile 70,395 registered voters | | 1 | |
| 11/2/21 | Special Municipal Election – City of Madera Minor; 3 Precincts, 1 Vote Center 2,393 registered voters | | 1 | |
| 6/7/22 | Statewide Direct Primary Election (Mid-Term) Major; 33 Precincts, 8 Vote Centers/1 Mobile 73,000 registered voters | | 1 | |
| 11/8/22 | General Election (Mid-Term) Major; 50 Precincts, 8 Vote Centers/1 Mobile 75,000 registered voters | | | 1 |

ELECTIONS

ESTIMATED REVENUES

- 654000** **State - Other** (\$2,750) is recommended based on expected reimbursement claims from the State.
- 660500** **Election Services** (\$143,800) is recommended based on past experience for services in this division.
- 672000** **Other Sales** (\$50) is recommended based on 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)** (\$15,000) is recommended based on expected reimbursements for candidate statements printed at the expense of the candidates.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$500,698) is recommended increased based on the cost of recommended staffing.
- 710103** **Extra Help** (\$155,000) is recommended increased based on staffing needs in Elections and costs associated with vote center worker pay for the November 2022 General Election.
- 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** (\$208,556) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$83,853) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$4,049) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

ELECTIONS

SERVICES & SUPPLIES

- 720300** **Communications** (\$3,000) is recommended unchanged based on cost experience in this account.
- 720600** **Insurance** (\$767) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$17,500) is recommended increased based on current contract costs for hardware maintenance/warranty for voting equipment (Dominion Voting Systems) and increased maintenance costs for VBM envelope printer (Neopost).
- 721100** **Memberships** (\$275) is recommended increased for memberships in election related associations.
- 721300** **Office Expense** (\$16,600) is recommended unchanged based on cost experience for general office supplies and the cost of the postal permits.
- 721400** **Professional & Specialized Services** (\$98,000) is recommended increased which represents increased costs for software lease for DFM, NetFile, Digital Attic, Scytl, CradlePoint, and Dominion Voting Systems.
- 721500** **Publications & Legal Notices** (\$9,500) is recommended unchanged based on past-experience in this account. Limited local newspaper access forces required legal notice publication by larger newspapers at higher costs.
- 721601** **Rents & Leases – Co Vehicle** (\$1,000) 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, mileage, and election related travel as it becomes necessary.
- 721701** **Rents** (\$6,000) is recommended for the rental of vote center locations for the November 2022 General Election.
- 721900** **Special Departmental Expense** (\$362,100) is recommended decreased based on past-experience in this account, however, it should be noted that depending on the COVID-19 pandemic and its effects, additional expenses in this account may be required to accommodate any statewide requirements added in regards, to staffing, PPE, voting hours, etc.

SERVICES & SUPPLIES continued

- 722000** **Transportation & Travel** (\$10,000) is recommended reduced based on past-performance in this account. Funds remain necessary to provide 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.
- 770100** **Intrafund Expense Account** (\$3,828) is recommended added to cover costs associated with house phones/VOIP based on documentation provided by the Information Technology Department on February 16, 2022.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | - | - | - | |
| 3353 | Sr. Accounting Technician | 0.5 | - | 0.5 | - | - | - | |
| 3205 | Administrative Analyst I or | | | | | | | |
| 3206 | Administrative Analyst II | 0.5 | | 0.5 | | - | - | |
| 1007 | County Clerk-Recorder | 0.5 | - | 0.5 | - | - | - | |
| 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 | Clerk-Recorder/Elections Education & Outreach Coordinator | 1.0 | - | 1.0 | - | - | - | |
| 4222 | Executive Assistant to the Dept. Head | - | - | 0.5 | - | 0.5 | - | A |
| TOTAL | | 6.5 | 1.0 | 7.0 | 1.0 | 0.5 | - | |

NOTES:

A Reflects the request of the department to add 0.5 FTE Executive Assistant to the Department Head. The other 0.5 FTE is funded in Clerk-Recorder 03300

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: Mail Room (County Clerk)
 (02120)
 Function: General
 Activity: Other General
 Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662723 Services to Other Agencies | 3,299 | 2,500 | 2,500 | 2,500 |
| TOTAL CHARGES FOR CURRENT SERVICES | 3,299 | 2,500 | 2,500 | 2,500 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 29,629 | 25,000 | 25,000 | 25,000 |
| 673903 Misc Reimbursement | 273 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 29,902 | 25,000 | 25,000 | 25,000 |
| TOTAL FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 11,318 | 0 | 0 | 0 |
| TOTAL FINANCING SOURCES | 11,318 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>44,519</u> | <u>27,500</u> | <u>27,500</u> | <u>27,500</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 39,058 | 37,755 | 80,430 | 80,430 |
| 710103 Extra Help | 10,000 | 30,000 | 0 | 0 |
| 710200 Retirement | 14,400 | 14,895 | 32,663 | 32,663 |
| 710300 Health Insurance | 8,557 | 9,089 | 23,958 | 23,958 |
| 710400 Workers' Compensation | 580 | 514 | 663 | 663 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 72,595 | 92,253 | 137,714 | 137,714 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 2,490 | 250 | 0 | 0 |
| 720800 Maintenance - Equipment | 0 | 250 | 250 | 250 |
| 721300 Office Expense | 12,136 | 2,250 | 2,500 | 2,500 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **Mail Room (County Clerk)
(02120)**
Function: **General**
Activity: **Other General**
Fund: **General**

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|----------------------------------|--|--|---|
| SERVICES & SUPPLIES continued | | | | |
| 721302 Office Expense-Postage | 238,935 | 245,000 | 250,000 | 250,000 |
| 721601 Rents & Leases - Co Vehicles | 1,868 | 200 | 200 | 200 |
| 721900 Special Department Expense | 15 | 500 | 500 | 500 |
| 722000 Transportation & Travel | 0 | 500 | 500 | 500 |
| TOTAL SERVICES & SUPPLIES | 255,444 | 248,950 | 253,950 | 253,950 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 19,865 | 19,865 | 19,865 |
| TOTAL OTHER CHARGES | 0 | 19,865 | 19,865 | 19,865 |
| INTRAFUND TRANSFERS | | | | |
| 770100 Intrafund Expenses | 0 | 0 | 984 | 984 |
| TOTAL INTRAFUND TRANSFERS | 0 | 0 | 984 | 984 |
| <u>TOTAL EXPENDITURES</u> | <u>328,039</u> | <u>361,068</u> | <u>412,513</u> | <u>412,513</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>283,520</u> | <u>333,568</u> | <u>385,013</u> | <u>385,013</u> |

Mail Room (County Clerk)

COMMENTS

This budget funds the cost of the County's mail room services. The mail room serves all County Departments except offices located outside the immediate Madera area. The mailroom has a postage machine and a folding machine available to serve County Departments. This division is administered by the County Clerk-Recorder's Office.

ESTIMATED REVENUES

662723 **Services to Other Agencies** (\$2,500) is recommended based on Maintenance Districts share of postage costs.

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

ESTIMATED EXPENSES

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$80,430) is recommended based on cost of recommended staff.

710103 **Extra Help** (\$0) is recommended decreased by \$40,000 as a result of funding the second full time position in the mail room.

710200 **Retirement** (\$32,663) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$23,958) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$663) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$0) is recommended as the mailroom phone lines will be paid through the intra-fund account.

720800 **Maintenance - Equipment** (\$250) is recommended for potential maintenance and repairs of mail room equipment.

Mail Room (County Clerk)

SERVICES & SUPPLIES (continued)

- 721300** **Office Expense** (\$2,500) is recommended increased by \$250 to fund the County's Post Office Box rental, shredder services, and other mail room supplies.
- 721302** **Office Expense - Postage** (\$250,000) is recommended increased \$5,000 based on current usage for postage and mail services for all County Departments, except Social Services and offices located outside the Madera area. It should be noted that postal rates increased twice in FY 2021-22.
- 721601** **Rents & Leases – County Vehicles** (\$200) is recommended for the use of vehicles from the Central Garage. This expense is recommended reduced due to the relocation of several equipment leases to account 730330 and to budget 00210.
- 721900** **Special Department Expense** (\$500) is recommended for miscellaneous Departmental supplies.
- 722000** **Transportation & Travel** (\$500) is recommended for postal training on newly required regulations and other mail room functions.
- 730330** **Rents & Leases - Equipment** (\$19,865) is recommended for leases of the internal postage meter, inserter/folder, and binding machine. The County Clerk-Recorder determined that, based on the lack of utilization, the central services copy machine leased would not be renewed.

INTRAFUND EXPENSES

- 770100** **Intrafund Expense** (\$984) is recommended increased to fund the mailroom telephone lines.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: Mail Room (County Clerk)
(02120)
Function: General
Activity: Other General
Fund: General

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | - | |
| 3688 | Central Services Worker | 1.0 | - | - | 1.0 | (1.0) | 1.0 | |
| 4637 | Deputy Clerk-Recorder I | - | - | 2.0 | - | 2.0 | - | A |
| TOTAL | | <u>1.0</u> | <u>1.0</u> | <u>2.0</u> | <u>1.0</u> | <u>1.0</u> | <u>1.0</u> | |

NOTES:

A Reflects the request of the department to add two (2) FTE Deputy Clerk-Recorder I. The addition of one (1) FTE Deputy Clerk-Recorder I is offset by deletion of one (1) FTE Central Services Worker

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662802 Interfund Revenue - Comp Svc | 142,158 | 267,580 | 291,081 | 291,081 |
| TOTAL CHARGES FOR CURRENT SERVICES | 142,158 | 267,580 | 291,081 | 291,081 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 3,348,594 | 3,850,159 | 3,859,004 | 3,859,004 |
| TOTAL MISCELLANEOUS REVENUE | 3,348,594 | 3,850,159 | 3,859,004 | 3,859,004 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers Out | 335,265 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 335,265 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>3,826,017</u> | <u>4,117,739</u> | <u>4,150,085</u> | <u>4,150,085</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 2,156,860 | 2,273,192 | 2,213,408 | 2,213,408 |
| 710103 Extra Help | 88,401 | 0 | 34,820 | 34,820 |
| 710105 Overtime | 66,526 | 10,000 | 30,000 | 30,000 |
| 710106 Stand-By | 39,447 | 40,000 | 60,000 | 60,000 |
| 710200 Retirement | 856,560 | 909,134 | 913,780 | 913,780 |
| 710300 Health Insurance | 243,928 | 275,784 | 298,987 | 298,987 |
| 710400 Workers' Compensation Insurance | 28,376 | 25,133 | 32,422 | 32,422 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 3,480,098 | 3,533,243 | 3,583,417 | 3,583,417 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 116,965 | 177,875 | 235,488 | 235,488 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| 720600 Insurance | 1,239 | 1,779 | 2,330 | 2,330 |
| 720800 Maintenance - Equipment | 138,043 | 185,427 | 206,038 | 206,038 |
| 721200 Sales Tax | 23,069 | 25,200 | 25,200 | 25,200 |
| 721300 Office Expense | 4,475 | 8,900 | 8,900 | 8,900 |
| 721314 Computer Equipment <\$5,000 | 189,507 | 34,000 | 29,500 | 29,500 |
| 721400 Professional & Specialized Services | 99,465 | 311,725 | 365,000 | 365,000 |
| 721426 Software | 1,075,927 | 1,397,473 | 1,508,283 | 1,508,283 |
| 721600 Rents & Leases - Equipment | 7,141 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 894 | 0 | 0 | 0 |
| 721909 Property Tax | 0 | 14,390 | 18,970 | 18,970 |
| 722000 Transportation & Travel | 0 | 15,000 | 60,500 | 60,500 |
| TOTAL SERVICES & SUPPLIES | 1,656,725 | 2,171,769 | 2,460,209 | 2,460,209 |
| OTHER CHARGES | | | | |
| 730302 Retirement of Capital Leases | 934,871 | 1,048,262 | 977,437 | 977,437 |
| 730330 Rents & Leases - Equipment | 0 | 7,125 | 7,125 | 7,125 |
| 730502 Interest on Capital Leases | 41,787 | 0 | 0 | 0 |
| TOTAL OTHER CHARGES | 976,658 | 1,055,387 | 984,562 | 984,562 |
| FIXED ASSETS | | | | |
| 740300 Equipment | 0 | 50,500 | 67,000 | 67,000 |
| TOTAL FIXED ASSETS | 0 | 50,500 | 67,000 | 67,000 |
| <u>TOTAL EXPENDITURES</u> | <u>6,113,481</u> | <u>6,810,899</u> | <u>7,095,188</u> | <u>7,095,188</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>2,287,464</u> | <u>2,693,160</u> | <u>2,945,103</u> | <u>2,945,103</u> |

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 Supervisors 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 2020-21, the County has added approximately 300 more network connected devices, increasing the CSD device support workload by approximately 17.5%.

CSD Major Accomplishments in 2021-22

- Provided immediate support in the setup of the Madera County Emergency Operations Center
- As part of the Computer Replacement Program, deployed over 200 new workstations to County employees
- Provisioned and deployed 450 laptops and mobility devices in support of Madera County Telework Policy
- Implemented VoIP Services at the Government Center (completion forecast April 1, 2021)
- Set up of all computers, printers, and scanners at the Agriculture and UC Extension Facility and Oakhurst Government Center
- Continued AV support of Board of Supervisors, Civil Service Commission, and Madera Arts Council
- Provided support for 980 users migration to Office 365
- Deploy VoIP to Government Center

CSD Major Accomplishments in 2021-22 (continued)

- Technical Support – Central Garage – Phoenix Fuel Management System
- Technical Support – BOS – ECopy Scan
- Technical Support – Sheriff’s Office– Badge and Print
- Technical Support – Admin – Oakhurst Government Center
- Technical Support – Public Health – LIMS system
- Technical Support – Public Works – PC Scale
- On boarded and deployed Mobile Device Management to County mobility devices

CSD Anticipated Projects in 2022-23

- Deploy and/or upgrade 200+ new workstations/ mobility devices to County employees
- Provide support on (8) Departmental projects approved by the Steering Committee
- Incident Management software implementation
- Provide support to County end users migration to Exchange Online

Infrastructure Support Division

The Infrastructure Support Division (ISD) designs, implements, secures, and maintains computing, communications, connectivity, network, and systems 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 2021-22, 95% of the entire network infrastructure has been upgraded allowing the County to move into a software defined, zero-trust network environment. This upgrade included sites such as the Department of Corrections, Probation, AG Commissioner, Behavioral Health Services, Chowchilla, Oakhurst, and the Old Government Center. In addition, the Infrastructure Support Division connected the County network to the Microsoft Cloud for Office 365 readiness. By end of FY 2021-22 the County will be leveraging Microsoft's cloud email service Exchange Online. 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 2021-22

- Upgraded FBI Automated Fingerprint Information System (AFIS)
- Public Health move into the Health and Human Services Facility
- Backup storage expansion
- Oakhurst GC service connectivity
- Microsoft Office 365 readiness
- Microsoft Exchange Online Migration
- Rancho's Sheriff Substation service connectivity
- Organization wide Local Administrator Password Solution
- Mass Storage end-of-life replacement
- Private cloud expansion and upgrade
- Enterprise wireless readiness
- Posse architecture online and functional
- BHS Badge reader upgrade
- 2020 Presidential Election mobile vote center network architecture and support
- Enterprise Backup Optimization
- Password Vault Implementation
- Advanced Group Policy Management Implementation
- Virtualization Expansion
- Sheriff Live 911 System and Network Integration

ISD Major Accomplishments in 2021-22 (continued)

- VMWare Infrastructure Upgrade
- DPH Orchard System Implementation and Integration
- SAN Switch Replacement
- Sheriff WAVE System Upgrade and Implementation
- Sheriff Watchguard System Upgrade and Implementation
- Data Center ACI Implementation
- Sheriff RIPA Network and System Integration
- County One Solution Upgrade and Financial Enterprise Integration
- Sheriff SDA Implementation and Migration
- DSS CIV Migration
- DSS CALSAWS KIOSK Replacement
- ASD Network Move
- Enterprise Wireless Implementation
- MCH Network Upgrade
- Sheriff Zetron Max Dispatch System Implementation
- Netbrain System Upgrade

ISD Anticipated Projects in 2022-23

- Enterprise Wireless
- Introduction to Zero-Trust Networking
- Initial rollout of Application Centric Infrastructure
- Increased Network Visibility
- Redundant WAN & Internet (cont.)
- WAN Connectivity Upgrade
- Storage Area Network Switch Upgrade
- Server Emergency Management Implementation
- Decommission legacy active directory domains
- Hall of Justice Facility
- Sheriff Boat Barn
- Sheriff Data Center Virtualization
- Active Directory – Legacy Domain Retirement
- IPAM System Implementation

ISD Anticipated Projects in 2022-23 (continued)

- Wireless Controller Redundancy Implementation
- Maintenance EOL WAN Upgrade
- DevOps/Automation Environment Implementation
- Network Resiliency Assessment
- Data Center – Remote Expansion

Application Support Division

The Applications Support Division (ASD) 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 ASD is to support the business needs and improve the business processes of the County through the implementation and support of technology.

ASD Major Accomplishments for 2021-22

- Madera County website enhancements and department page refreshes
- Commence migration of Central Square Finance Enterprise V 19.X Cloud
- Migrated CRM HR processes to NEOGOV Human Resource Information System
- Commence review of NEOGOV Time & Attendance, Replacement for Executime
- Start migration of Central Index processes to OneSolution
- Migrated 4 major applications off old 2008 end of life Server environments to newer 2016/2019 servers
- Assisted Treasurer Tax Collector to implement new mygovbill website.

ASD Anticipated Projects for 2022-23

- Finalize Migration of Central Index processes to OneSolution
- Madera County website enhancements and department page refreshes
- Complete migration to Central Square Finance Enterprise V 19.X Cloud
- Complete NEOGOV Time & Attendance, Replacement for Executime
- Increase utilization of Laserfiche throughout the county by implementing new workflows and utilizing forms
- Automate CRM Facilities request through Laserfiche forms
- Automate Budget Adjustment Form
- Develop new IT PPG repository and workflow within Laserfiche
- Implement Sharepoint online
- Deploy Legislative Management System

ASD Anticipated Projects for 2022-23 (continued)

- Deploy Digital Signatures
- Upgrade Laserfiche to latest version

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 2021-22

- Upgraded to ArcMap 10.8 for desktop users
- Upgraded to ArcGIS Pro 2.6 for desktop users
- Began the 2-year project in collaboration with the Assessor's Office and contracted vendor ProWest vendor to remap all County Parcels. This project will move the county parcel layer to the Parcel Fabric and to the Local Government Model (LGM)
- GIS applications and resources were used to create new emergency dashboards for COVID 19.
- Developed and deployed 2 Fire Emergency applications (Creek Fire and Mono Wind) Survey123 emergency capturing web applications and the use of Survey123 mobile device applications used by the Sheriff's Office and Community and Economic Development – Code Enforcement and Environmental Health.
- Developed multiple Survey123 online applications as a response to COVID 19 (Treasurer-Tax Collector Department waivers, multiple department daily screening)
- Developed a new Animal Services online monthly services dashboard integrating 311 calls on maps
- Developed a new MS Exchange Migration Dashboard to displaying weekly progress on the project
- Updated 16 election layers to assure accuracy for the Nov. 2020 General Election

GIS Anticipated Projects for 2021-22

- Continue to collaboration with the Assessor's Office and contracted vendor ProWest vendor to remap all County Parcels. This project will move the county parcel layer to the Parcel Fabric and to the Local Government Model (LGM)
- Perform geodatabase layer audit to assure proper alignment of all layers to base parcel and election layers.
- Upgrade Enterprise portal to 10.8

INFORMATION TECHNOLOGY

ASD Anticipated Projects for 2022-23 (continued)

- Move GIS online portal Applications from Madera County Enterprise portal to ESRI GIS Online and maximizing continuity of online services.
- Deploy County department use only applications to county Enterprise portal
- Prepare 2020 US Census data when released to be used with Madera County geodatabase
- Assist with County reapportionment processes with collaboration of the Elections Department by reviewing all Elected district layers
- Collaborate with the Assessor’s department to identify, purchase and deploy aerial imager to be used by County GIS users
- As new GIS technology is available departments want to move to more mobile solutions. Hence, GIS division will commence review and implementation of the infrastructure to deploy such technology like Collector, QuickCapture, Explorer, ArcGIS Online and enhance Survcey123.

DEPARTMENT WORK PROGRAM

| | <u>Actual</u> <u>2021-22</u> | <u>Estimated</u> <u>2022-23</u> | <u>Projected</u> <u>2023-24</u> |
|------------------------------------|---------------------------------|------------------------------------|------------------------------------|
| Supported Individual Computer | 1,686 | 1,686 | 1,686 |
| Support for Help Desk (# of Calls) | 21,932 | 21,698 | 22,000 |

ESTIMATED REVENUES

- 662802** Interfund Revenue Computer Services (\$291,081) is recommended increased \$23,501 for charges to other departments for Information Technology.
- 670000** Intrafund Revenue (\$3,859,004) is recommended increased \$8,845 for charges to other departments for Information Technology.

SALARIES & EMPLOYEE BENEFITS

- 710102** Permanent Salaries (\$2,213,408) are recommended decrease \$59,784 to fund permanent salaries.
- 710103** Extra Help (\$34,820) is recommended increase \$34,820 to fund extra help salaries.

INFORMATION TECHNOLOGY

SALARIES & EMPLOYEE BENEFITS (continued)

- 710105** **Overtime** (\$30,000) is recommended increase \$20,000 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** (\$60,000) is recommended increased \$20,000 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** (\$913,780) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$298,987) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$32,422) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$235,488) is recommended increased \$57,613. 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.

Communications – Recurring Costs

| | |
|-----------|--|
| \$ 3,000 | Telephone and Fax |
| \$ 16,000 | Cell Phones and Wireless Devices – Information Technology |
| \$ 4,900 | Cell Phones and Wireless Devices – Public Information Team |
| \$ 79,325 | Wide Area Network Charges |
| \$ 25,000 | Network Charges Health and Human Services Campus |
| \$ 6,000 | Ranchos Facility |
| \$ 6,600 | Public Health Department – Gould School and Chowchilla |
| \$ 19,800 | Vast Network - Oakhurst Campus |
| \$ 10,800 | Redundant WAN Links, BHS 7 th , Road 28 DOC, Sheriff Falcon, GC |

SERVICES & SUPPLIES (continued)

720300 Communications (continued)

Communication – New Recurring Costs

\$ 37,164 Additional Redundant WAN Links, BHS 7th, Road 28 DOC, Sheriff Falcon, GC
 \$ 26,899 New facilities - ATT WAN Cellular Connection – Justice Center, Sheriff Substation

720600 Insurance (\$2,330) reflects the Department’s contribution to the County’s Self-Insured Liability Program.

720800 Maintenance - Equipment (\$206,038) is recommended increase \$20,611. 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
 \$ 6,700 Nimble Mass Storage
 \$ 38,000 Uninterrupted Power Supplies (UPS) – Data Center
 \$ 1,210 Uninterrupted Power Supplies (UPS) – Desktop Computers
 \$ 3,500 Kemp Technologies Load Balancer
 \$ 70,500 Server Operating System & Support Renewals
 \$ 5,000 WAN/LAN Hardware
 \$ 23,628 Virtualization – Maintenance
 \$ 10,000 New Domain Controllers
 \$ 15,000 Data Center License Expansion – Replacement of End-of-Life Licenses

Maintenance – Equipment – New Recurring Costs

\$ 7,500 Ethernet/Fiber/Layer Maintenance – This will maintain the health of Layer 1, the physical connection of the network
 \$ 10,000 Intermediation Distribution Frame (IDF) Remediation – To keep data centers up to date, this will support power upgrades and modifications, rack expansion, and replace outdated equipment as needed.

SERVICES & SUPPLIES (continued)

- 721200** **Sales Tax** (\$25,200) is recommended unchanged 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 unchanged to fund office supplies and Domain Registrations.
 \$ 5,900 Office Supplies
 \$ 3,000 Domain Registration
- 721314** **Computer Equipment<\$5,000** (\$29,500) is recommended decrease \$4,500 to replace the following computer equipment.
 \$ 20,000 General Equipment Replacement
 \$ 4,000 GIS – Surface Laptop & Workstation
 \$ 3,000 Repair of Computer Equipment – Microsoft
 \$ 2,500 – Ethernet/Fiber cables for servers and/or Network Equipment
- 721400** **Professional & Specialized Services** (\$365,000) is recommended increased \$53,275 to fund following services:
 Professional Services – Recurring Costs
 \$ 15,000 External Consulting Services & Support
 \$ 10,000 Special Vendor T&M Services & Support – Sheriff Emergency Services
 \$ 25,000 ECS Support
 \$ 10,000 Meridian Server Assessment
 \$ 15,000 Netapp Share Permissions Resolution
 \$ 100,000 Microsoft Annual Support Pack – Consulting
 \$ 80,000 Network Infrastructure Connectivity
 \$ 5,000 Central Cal Communications
 \$ 2,500 Adaptive Integration

SERVICES & SUPPLIES (continued)

721400 Professional & Specialized Services (continued)

Professional Services – One Time Costs

\$7,500 Wireless Heatmap Services
 \$95,000 Legacy Domain Decommission – Microsoft Services

721426 Software (\$1,508,283) is recommended increased \$110,810 to fund the following:

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

\$12,000 Granicus Internet Website Hosting
 \$ 244,964 Megabyte Software
 \$ 3,500 Brocade Support
 \$ 8,500 Social Media Archive Tool
 \$ 750,000 Microsoft Enterprise Agreement (EA)
 \$ 40,250 Training Subscription Services
 \$ 4,025 CBT Nuggets
 \$ 1,600 Safari Licensing
 \$ 1,000 Pluralsight Licensing
 \$ 15,000 Help Desk software annual fee
 \$ 61,174 LaserFiche Software Maintenance
 \$ 27,000 Net App Support Renewal
 \$ 12,000 Printer Logic
 \$ 30,000 Adobe Licenses
 \$ 115,500 ESRI Software – New – Renewal of GIS Software
 \$ 40,000 Microsoft Azure Hosting Subscription Services Fees
 \$ 11,000 PDQ Remote Deploy
 \$ 18,000 Site Improve
 \$ 50,000 Information Technology Service Management System
 \$ 12,000 Exclaimer – Email Signature Software
 \$ 4,000 IP Address Management Tool

SERVICES & SUPPLIES (continued)

721426 Software (continued)

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

- \$ 39,394 PrimeGov
- \$ 5,000 WebEx Meeting Licenses
- \$ 2,376 SmartSheet

721909 Property Tax (\$18,970) is recommended unchanged to pay property tax on capital lease equipment.

722000 Transportation & Travel (\$60,500) is recommended increased \$45,500 to provide staff training and reimbursement for personnel use of personal vehicles. Information Technology staff are routinely involved in the deployment and support of new, changing technology and equipment and are currently supporting \$12,000,000 of existing technical capital assets. In addition, Information Technology staff are continuously supporting County users with ever changing technical needs. In order to deploy, support, and optimize technology, ongoing training and learning opportunities must be provided to Information Technology staff.

- \$ 60,500 Department Training Program

OTHER CHARGES

730302 Rent (\$ 977,437) is recommended decreased \$70,825 and is used to pay rent on capital lease equipment.

The current outstanding capital leases are as follows:

- \$ 29,470 Dell Lease (011) Board Chambers Equipment (Five Year Lease – Final Payment: December 2022)
- \$ 28,371 Dell Lease (012) Board Chambers Equipment (Five Year Lease – Final Payment: March 2023)
- \$ 14,886 Dell Lease (014) Board Chambers Equipment (Five Year Lease – Final Payment: June 2023)
- \$ 19,126 Banc of America Public Capital – Computer Replacement Project (Three Year Lease – Final Payment: July 2023)
- \$ 513,330 ConvergeONE Financial Services - Central IT Network Project (Seven Year Lease – Final Payment: September 2028)
- \$ 220,999 ConvergeONE Financial Services - Road 28 Network Project (Seven Year Lease – Final Payment: September 2028)

OTHER CHARGES

730302 Rent (continued)

The current outstanding capital leases are as follows:

\$ 39,267 Dell Lease (018) Netapp H & S Drive Replacement (Five Year Lease – Final Payment: September 2025)
 \$ 61,988 Banc of America Public Capital - Virtualization Expansion Project (Five Year Lease – Final Payment:
 July 2026)

Expected New Capital Leases:

\$ 20,000 Computer Replacement Program (Five Year Lease)
 \$ 30,000 Data Center Virtualization Storage (Five Year Lease)

730330 Rent & Leases - Equipment (\$7,125) is recommended unchanged to provide for miscellaneous equipment lease, and copier lease.

FIXED ASSETS

740300 Fixed Assets (\$67,000) is recommended increased \$16,500 to fund the following services:

\$50,000 Data Center Keyboard/Video/Mouse (KMV) Replacement
 \$12,000 Cellular EAN Network Readiness
 \$5,000 Wireless WAN Radio Readiness

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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> | |
| 4122 | Deputy Chief Information Officer - Application & Client Services | 1.0 | - | 1.0 | - | - | - | |
| 2145 | Chief Information Officer | 1.0 | - | 1.0 | - | - | - | |
| 3136 | Database Administrator | 1.0 | - | 1.0 | - | - | - | |
| 3380 | Desktop Support Technician I or | | | | | | | |
| 3381 | Desktop Support Technician II or | | | | | | | |
| 3335 | Network Engineer I or | | | | | | | |
| 3336 | Network Engineer II or | 5.0 | - | 3.0 | - | (2.0) | - | A |
| 3390 | Systems Engineer | | | 1.0 | | 1.0 | | A |
| 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 | 6.0 | - | 6.0 | - | - | - | |
| 3636 | Program Assistant I or | - | - | - | - | - | - | |
| 3637 | Program Assistant II | - | 1.0 | - | 1.0 | - | - | |
| 3316 | Senior Information Technology Systems Analyst | 3.0 | - | 3.0 | - | - | - | |
| 4115 | Geographical Information System Manager | 1.0 | - | 1.0 | - | - | - | |
| 3337 | Senior Network Engineer* | 2.0 | - | 2.0 | - | - | - | |
| 3391 | Senior Systems Engineer | - | - | 1.0 | | 1.0 | | A |
| TOTAL | | 24.0 | 1.0 | 24.0 | 1.0 | - | - | |

NOTES:

A Reflects the request of the department to reallocate two (2) FTE Desktop Support Technician I/II or Network Engineer I/II to one (1) FTE Systems Engineer and one (1) FTE Senior Systems Engineer

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662802 Interfund Revenue - Comp Svc | 28,115 | 24,433 | 27,222 | 27,222 |
| TOTAL CHARGES FOR CURRENT SERVICES | 28,115 | 24,433 | 27,222 | 27,222 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 132,235 | 188,830 | 206,356 | 206,356 |
| TOTAL MISCELLANEOUS REVENUE | 132,235 | 188,830 | 206,356 | 206,356 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers Out | 11,500 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 11,500 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>171,850</u> | <u>213,263</u> | <u>233,578</u> | <u>233,578</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721400 Professional & Specialized Services | 139,727 | 30,180 | 10,000 | 10,000 |
| 721426 Software | 173,721 | 388,568 | 436,968 | 436,968 |
| TOTAL SERVICES & SUPPLIES | 313,447 | 418,748 | 446,968 | 446,968 |
| <u>TOTAL EXPENDITURES</u> | <u>313,447</u> | <u>418,748</u> | <u>446,968</u> | <u>446,968</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>141,597</u> | <u>205,485</u> | <u>213,390</u> | <u>213,390</u> |

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, 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.

In Fiscal Year 2021-22, the County expects to complete an ERP upgrade from the current ONESolution Finance (16.2) to Central Square Finance Enterprise software suite. Through this upgrade, the County will migrate data to a vendor hosted platform and utilize a Software as a Service (SaaS) solution. In addition, the County is replacing 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. With the implementation of NEOGOV, the County will migrate Human Resource data to a vendor hosted platform and utilize a SaaS solution.

In Fiscal Year 2022-23, the County plans to fully utilize the Central Square Finance Enterprise SaaS solution implemented in Fiscal Year 2021-22 as the Enterprise ERP solution. Implementation of the Contract Management Module (delayed due to the migration project) will resume. Workflows will be developed to fulfill Business Process requirements for integration with Human Resources NEOGOV application and the Department of Social Services CalSAWS program.

ESTIMATED REVENUES

662802 Interfund Revenue (\$27,222) is increased \$2,789 for charges to other departments for ERP expenses.

670000 Intrafund Revenue (\$206,356) is increased \$17,526 for charges to other departments for ERP expenses.

SERVICES & SUPPLIES

721400 Professional & Specialized Services (\$10,000) is recommended decreased \$20,180 to fund the following:

\$10,000 Finance Enterprise Contract MGT Implementation

INFORMATION TECHNOLOGY - ONESolution UPGRADE

SERVICES & SUPPLIES (continued)

721426 **Software** (\$436,968) is recommended increased \$48,400 to fund the following:

| | |
|-----------|--|
| \$42,450 | External Agencies - Connection |
| \$4,000 | SSL Certificate – Finance Enterprise |
| \$115,763 | Finance Enterprise Saas Subscription |
| \$14,000 | Cognos |
| \$20,000 | Executime Software |
| \$143,500 | NEOGOV Time and Attendance, CORE Human Resources, Payroll, and Benefits Software Subscription Services |
| \$97,255 | NEOGOV Insight, Perform, E-Forms, OnBoard, Candidate Text Message, and Export |

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | BOARD APPROVED <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--|--|--|---|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662800 Interfund Revenue | 0 | 14,692 | 49,623 | 49,623 |
| 662802 Interfd Rev - Comp Svc | 4,123 | | | |
| TOTAL CHARGES FOR CURRENT SERVICES | 4,123 | 14,692 | 49,623 | 49,623 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 1,422,142 | 1,796,407 | 2,078,647 | 2,078,647 |
| TOTAL MISCELLANEOUS REVENUE | 1,422,142 | 1,796,407 | 2,078,647 | 2,078,647 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers Out | 10,862 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 10,862 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>1,437,127</u> | <u>1,811,099</u> | <u>2,128,270</u> | <u>2,128,270</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 322,661 | 332,199 | 352,444 | 352,444 |
| 710105 Overtime | 2,941 | 2,500 | 3,000 | 3,000 |
| 710106 Stand-By | 13,386 | 20,000 | 20,000 | 20,000 |
| 710200 Retirement | 124,068 | 131,052 | 143,127 | 143,127 |
| 710300 Health Insurance | 39,089 | 45,965 | 47,916 | 47,916 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 502,146 | 531,716 | 566,487 | 566,487 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 3,245 | 4,000 | 4,000 | 4,000 |
| 720800 Maintenance - Equipment | 24,420 | 131,000 | 89,500 | 89,500 |
| 721200 Miscellaneous Expense | 12,291 | 12,291 | 14,000 | 14,000 |
| 721300 Office Expense | 12,017 | 14,400 | 14,400 | 14,400 |
| 721400 Professional & Specialized Services | 170,798 | 208,300 | 329,300 | 329,300 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | BOARD APPROVED <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--|--|--|---|
| SERVICES & SUPPLIES(continued) | | | | |
| 721426 Software | 441,523 | 646,887 | 921,342 | 921,342 |
| 721900 Property Tax | 2,150 | 8,151 | 10,000 | 10,000 |
| 722000 Transportation & Travel | 6,677 | 22,480 | 49,700 | 49,700 |
| TOTAL SERVICES & SUPPLIES | 673,121 | 1,047,509 | 1,432,242 | 1,432,242 |
| OTHER CHARGES | | | | |
| 730302 Retire Capital Assets | 450,278 | 450,278 | 415,740 | 415,740 |
| TOTAL OTHER CHARGES | 450,278 | 450,278 | 415,740 | 415,740 |
| FIXED ASSETS | | | | |
| 740300 Equipment | 0 | 0 | 35,000 | 35,000 |
| TOTAL FIXED ASSETS | 0 | 0 | 35,000 | 35,000 |
| <u>TOTAL EXPENDITURES</u> | <u>1,625,545</u> | <u>2,029,503</u> | <u>2,449,469</u> | <u>2,449,469</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>188,418</u> | <u>218,404</u> | <u>321,199</u> | <u>321,199</u> |

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 4 of 5) of the Information Security Strategy. Over the first three years of Mission 2023, OoIT has significantly improved the organizations compliance and security posture. Increased posture derives from the ongoing optimization of tools. Therefore, tool and process optimization is a primary focus of Fiscal Year 2022-2023. Additionally, as adversaries evolve, compliance tightens, and insurance requirements increase, so does the need to deploy new technology and processes. In Fiscal Year 2022-2023, the OoIT will continue to layer our security to protect against new threats and shrink gaps in protection shortcomings. Moreover, a higher focus on the human element will be addressed through increased phishing simulation and security awareness training. 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 and insurance requirements 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 public sector agencies are not immune from these exploits. The Verizon 2021 Data Breach Investigations Report has the following comments of Public Administration: “by far the biggest threat in this industry is the social engineer. Actors who can craft a credible phishing email are absconding with Credentials at an alarming rate in this sector”. In addition, Verizon states in the public sector 96% of breaches were financially motivated (up 10% from 2020), and 92% of public administration breaches were the result of Social Engineering and System Intrusion (adversary unauthorized software installation via malware). According to Forbes, as of October 2021 the Identity Theft Resource Center (ITRC) declared the number of publicly reported breaches has already exceeded the total for 2020. This is a single year record. These statistics are concerning, and with a 17.5% increase

INFORMATION TECHNOLOGY – INFORMATION SECURITY

to the County's threat surface (300 additional devices) since 2019, an increase in focused resources and energy to protect County resources will be necessary.

To combat the continued increase in nefarious cyber activity OoIT has developed a strategy to evolve a team with a mixture of on staff engineers/analysts/technicians and highly specialized outsourced professionals. In addition, to address the ever-growing social engineering challenge, the County will focus on real-world phishing simulations and phishing specific training. Moving towards compliance with the NIST Cybersecurity Framework and various regulatory mandates will not ensure complete protection from cyber threats. However, moving closer to compliance will assist the County in developing a proactive approach to the prevention of nefarious cyber activity from internal and external threats. In addition to cyber threat prevention, striving for NIST compliance will allow the County to better prepare should it 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, contract hardening, etc.
- Threat, Vulnerability, Impact Assessment, and Patch Management
- Backup management – policy, retention development, auditing (report monitoring), validate recovery testing
- Inventory and System Development Life Cycle (SDLC)
- 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
- Business Impact Analysis (BIA) and Risk Assessment

Planned activities:

- Security strategy and year 4 of 5 roadmap implementation
- Phishing Simulation and end-user training

INFORMATION TECHNOLOGY – INFORMATION SECURITY

WORKLOAD (continued)

- Backup data protection from ransomware
- Credential protection through Multi-Factor Authentication optimization
- Revised Security Operations Center (SOC) and Audit Log Collection
- Certificate monitoring and maintenance
- Browser Plug-In discover, revocation, and monitoring
- Lessened threat surface through vulnerability identification and patch management
- Mobile workforce onboarding and organizational requirements implementation
- Continued optimization of network visibility tools
- Backup process improvement and architecture expansion and maintenance
- Network segmentation and zero-trust network expansion
- Internal & External network penetration testing and vulnerability assessment
- Incident Response partnership, business process design, and incident exercises
- Computer room enhancement and physical security improvement
- Expanded 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
- Offsite cloud storage for backup data review, planning, and pilot
- 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.
- Secure additional devices – Due to the addition of approximately 300 devices added to the network in FY 2020-21, the County's threat surface has increased by approximately 17.5%

INFORMATION TECHNOLOGY – INFORMATION SECURITY

ESTIMATED REVENUES

- 662802** **Interfund Revenue** (\$49,623) is recommended increased \$34,931 for charges to other departments for Network Information Security Services.
- 670000** **Intrafund Revenue** (\$2,078,647) is recommended increased \$282,240 for charges to other departments for Network Information Security Services.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$352,444) are recommended increased \$ 20,245 to fund the security positions.
- 710105** **Overtime** (\$3,000) is recommended increased \$500 to fund expected overtime related to cyber security incidents or projects.
- 710106** **Stand-By** (\$20,000) is recommended unchanged to fund Stand-By pay for network security staff. Due to increasing cyber threats after hours, on weekends, and holidays, it is necessary to have network security staff available for immediate response if necessary.
- 710200** **Retirement** (\$143,127) is recommended increased \$12,075 to fund Retirement costs.
- 710300** **Health Insurance** (\$47,916) is recommended increased \$1,951 to fund Health Insurance costs.

SERVICES & SUPPLIES

- 720300** **Communications** (\$4,000) is recommended unchanged to fund the following:
- \$4,000 Cell Phone Service
- 720800** **Maintenance – Equipment** (\$89,500) is recommended decreased \$41,500 to fund the following:

INFORMATION TECHNOLOGY – INFORMATION SECURITY

720800 Maintenance – Equipment (continued)

Maintenance – Recurring Costs

- \$35,000 Backup Expansion (yearly growth)
- \$42,000 CISCO Smart Net
- \$2,500 San Switch Maintenance
- \$10,000 Overland Maintenance

721200 Miscellaneous Expense (\$14,000) is recommended increased \$1,709 to fund the following:

- \$14,000 ConvergeONE Lease – Sales Tax on Capital Lease

721300 Office Expense (\$14,400) is recommended unchanged to fund the following:

- \$6,000 Back Up Tapes
- \$1,000 Office Supplies
- \$ 7,400 Computer Equipment

721400 Professional & Specialized Services (\$329,300) is recommended increased \$121,000 to fund the following:

Professional Services – Recurring Costs

- \$ 5,000 Hard Drive Destruction
- \$ 16,000 External Consulting Services and Support
- \$ 800 ISACA Memberships
- \$ 68,000 Cisco Talos Incident Response
- \$ 28,000 Trace Digital Forensics Services
- \$ 5,000 Insight Synology
- \$ 65,000 Cloud Back Up – New

Professional Services – New Recurring Costs

- \$ 19,500 Ransomware Protection
- \$ 82,000 Business Continuity Planning - Network & Security Perspective
- \$ 40,000 Internal Penetration Assessment

INFORMATION TECHNOLOGY – INFORMATION SECURITY

721426 **Software** (\$921,342) is recommended increased \$274,456 to fund the following:

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

| | |
|-----------|--|
| \$12,096 | Endpoint Detection and Response (EDR) Software– Annual Subscription License – 750 Licenses (Prepaid Expense Year 4 of 4 @ \$12,096/year) |
| \$ 20,000 | Secure File Transfer Solution |
| \$ 54,000 | Enterprise Backup Software – Annual License and Maintenance |
| \$ 5,000 | Enterprise Backup Data DeDuplication Software |
| \$12,000 | Manage Engine Active Directory Audit Plus |
| \$ 5,800 | Active Directory Manager |
| \$ 25,000 | Multi Factor Authentication Tokens |
| \$18,000 | Snapshot Configurations |
| \$ 3,500 | Password Management Vault |
| \$ 50,000 | Network Operations Center (NOC) Server Infrastructure Health Monitoring – Annual Subscription |
| \$ 45,000 | Security Awareness Training – Annual Subscription |
| \$ 10,600 | SSL Certificates |
| \$ 49,000 | Vendor Secure Remote Access – Annual Subscription |
| \$ 7,784 | Private Cloud Licenses for Virtualization Infrastructure (Prepaid Expense-Year 5 of 5 @ \$7,784/year) |
| \$ 15,000 | Network Infrastructure Monitoring, Mapping, and Backup – Annual License and Maintenance |
| \$ 6,200 | Penetration/Vulnerability/White Hat Training – Software Subscription |
| \$ 7,700 | Management Security Training – Software Subscription |
| \$ 70,000 | External Penetration Analysis and Vulnerability Scanning – annual subscription |
| \$ 16,000 | Mobile Device Management Software – Annual Maintenance |
| \$ 20,000 | Integrated Electronics - Badge Software Annual Maintenance |
| \$ 29,540 | Remote Access Mobile Device Management Licenses – 750 Devices, \$38/Device |
| \$ 11,122 | Remote Access Mobile Device Management User License Maintenance (150 Licenses; \$65/User) – Annual License |
| \$ 4,000 | Microsoft 365 Monitoring, Logging, and reporting |
| \$ 65,000 | Security Operations Center 24 Hour Monitoring – Annual Subscription |
| \$ 3,500 | Certificate Tracking and Management |
| \$ 17,000 | Browser Security |
| \$ 2,000 | Deploy and Inventory Management |
| \$ 15,000 | Manage Engine Desktop Central and Patch Manager |
| \$ 20,000 | Device Logging |

INFORMATION TECHNOLOGY – INFORMATION SECURITY

721426 Software (continued)

Software – Licenses, Support, and Subscription Services – Recurring Costs (continued)

\$ 11,500 Training Subscription Services
\$ 290,000 System Logging

721900 Property Tax (\$10,000) is recommended increased \$1,849 to fund the Property Taxes associated with the Network and Security Project Lease

722002 Transportation & Travel (\$49,700) is recommended increased \$27,220 to fund training needs throughout the year.

\$ 49,500 Security Training Program
\$ 200 MISAC

OTHER CHARGES

730302 Rent (\$415,740) is recommended decreased \$34,538 to fund the following capital lease:

\$415,740 ConvergeOne Financial – Network Security Implementation Project (Final Payment - September 2028)

FIXED ASSETS

740301 Equipment (\$35,000) is recommended increased \$ 35,000 to fund the following:

\$ 35,000 Enterprise Back up Storage Increase - Hardware

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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> | |
| 3387 | Network Security Engineer I or | 1.0 | - | 1.0 | - | - | - | |
| 3388 | Network Security Engineer II | | | | | | | |
| 4121 | Deputy CIO - Network & Security Services | 1.0 | - | 1.0 | - | - | - | |
| 3387 | Network Security Engineer I or | | | | | | | |
| 3388 | Network Security Engineer II or | | | | | | | |
| 3389 | Senior Network Security Engineer | 1.0 | - | 1.0 | - | - | - | |
| 4222 | Executive Assistant to the Dept Head | 1.0 | - | 1.0 | - | - | - | |
| TOTAL | | <u>4.0</u> | <u>-</u> | <u>4.0</u> | <u>-</u> | <u>-</u> | <u>-</u> | |

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

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

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--------------------------|-------------------------------------|---|--------------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662801 Interfund Revenue - Cost Plan | 0 | 2,549 | 3,143 | 3,143 |
| TOTAL CHARGES FOR CURRENT SERVICES | 0 | 2,549 | 3,143 | 3,143 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 482,501 | 604,739 | 847,235 | 847,235 |
| TOTAL MISCELLANEOUS REVENUE | 482,501 | 604,739 | 847,235 | 847,235 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>482,501</u> | <u>607,288</u> | <u>850,379</u> | <u>850,379</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 577,423 | 685,124 | 916,214 | 916,214 |
| 721400 Professional & Spec Services | 106,173 | 0 | 0 | 0 |
| 721900 Property Tax | 0 | 0 | 12,000 | 12,000 |
| TOTAL SERVICES & SUPPLIES | 683,596 | 685,124 | 928,214 | 928,214 |
| <u>TOTAL EXPENDITURES</u> | <u>683,596</u> | <u>685,124</u> | <u>928,214</u> | <u>928,214</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>201,095</u> | <u>77,836</u> | <u>77,835</u> | <u>77,835</u> |

INFORMATION TECHNOLOGY - COMMUNICATIONS

COMMENTS

On March 21st, 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 an end-of-life, vendor retired, 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 completed in Fiscal Year 2019-20, including the new Health & Human Services Complex (Public Health and Social Services), Administration, Water and Natural Resources and Information Technology.

Phase Two was completed during Fiscal Year 2021-22, including the Board of Supervisors, Human Resources, Public Works, Community Economic Development, Auditor-Controller, Assessor, Treasurer-Tax Collector, County Clerks, Veteran Services, and Cal Fire.

Fiscal Year 2022-23

In Fiscal Year 2022-23 the County plans to rollout Phase Three of VoIP services to include Behavioral Health Services, Department of Child Support Services and Agricultural Commissioner. Additionally, VoIP service will be established at the new Madera County Justice Center facility.

ESTIMATED REVENUES

662802 Interfund Revenue (\$3,143) is recommended increased \$594 for charges to other departments for VoIP Communication Services.

INFORMATION TECHNOLOGY - COMMUNICATIONS

ESTIMATED REVENUES (continued)

670000 **Intrafund Revenue** (\$847,235) is recommended increased \$242,496 for charges to other departments for VoIP Communication Services.

OPERATING EXPENSES

720300 **Communications** (\$916,214) is recommended increased \$231,090 for VoIP communication charges. The increase in cost is to provide VoIP Communication Services for Phase Three.

\$44,400 GTT Network
\$634,636 Converge One VoIP

Phase Three

\$114,560 GTT Network – Justice Center Campus, Behavioral Health Services, Child Support Services
\$122,618 Converge One VoIP – Justice Center Campus, Behavioral Health Services, Child Support Services, and the Agricultural Commissioner’s Office

721900 **Property Tax** (\$12,000) is recommended unchanged \$12,000 to pay property tax on capital lease equipment.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| LICENSES, PERMITS & FRANCHISES | | | | |
| 620600 Franchise Fees | 0 | 0 | 950,000 | 950,000 |
| 620710 Grading Permits | 45,793 | 42,400 | 55,000 | 55,000 |
| TOTAL LICENSES, PERMITS & FRANCHISES | 45,793 | 42,400 | 1,005,000 | 1,005,000 |
| INTERGOVERNMENTAL REVENUES | | | | |
| 659025 Special Revenue | 4,320 | 0 | 0 | 0 |
| 659025 Other Governmental Revenue | 0 | 3,750 | 4,600 | 4,600 |
| TOTAL INTERGOVERNMENTAL REVENUES | 4,320 | 3,750 | 4,600 | 4,600 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 660803 Eng. Services - Spec Districts | 538.57 | 0 | 0 | 0 |
| 660806 Eng. Services - Development Review Fees | 136,976 | 110,000 | 140,000 | 140,000 |
| 662700 Other Charges for Services | 2,527,701 | 2,795,941 | 3,559,030 | 3,559,030 |
| 662749 SD - Application Fees | 0 | 3,000 | 3,000 | 3,000 |
| 662800 Interfund Revenue | 369,366 | 915,000 | 472,720 | 472,720 |
| TOTAL CHARGES FOR CURRENT SERVICES | 3,034,581 | 3,823,941 | 4,174,750 | 4,174,750 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 282,718 | 300,000 | 515,693 | 515,693 |
| 673000 Miscellaneous | 2,796 | 0 | 0 | 0 |
| 673904 Misc Reimb. -Salary/Benefits | 9,201 | 11,550 | 15,000 | 15,000 |
| TOTAL MISCELLANEOUS REVENUE | 294,715 | 311,550 | 530,693 | 530,693 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| <u>OTHER FINANCING SOURCES</u> | | | | |
| 680200 Operating Transfers Out | 206 | 0 | 0 | 0 |
| TOTAL OTHER FINANCING SOURCES | 206 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>3,379,615</u> | <u>4,181,641</u> | <u>5,715,043</u> | <u>5,715,043</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 1,922,485 | 2,384,132 | 3,160,449 | 3,160,449 |
| 710103 Extra Help | 91,246 | 0 | 0 | 0 |
| 710105 Overtime | 8,368 | 6,500 | 6,500 | 6,500 |
| 710107 Premium Pay | 540 | 0 | 0 | 0 |
| 710200 Retirement | 737,919 | 950,760 | 1,294,626 | 1,294,626 |
| 710300 Health Insurance | 239,137 | 356,221 | 491,140 | 491,140 |
| 710400 Workers' Compensation Insurance | 129,761 | 129,761 | 129,760 | 129,760 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 3,129,456 | 3,827,374 | 5,082,475 | 5,082,475 |
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing Supplies | 222 | 0 | 0 | 0 |
| 720300 Communications | 7,875 | 26,000 | 28,400 | 28,400 |
| 720500 Household Expenses | 17,060 | 12,000 | 18,500 | 18,500 |
| 720800 Maintenance - Equipment | 21 | 100 | 0 | 0 |
| 721000 Med/Dental/Lab Supply | 494 | 0 | 0 | 0 |
| 721100 Memberships | 12,510 | 15,000 | 15,000 | 15,000 |
| 721300 Office Expense | 18,156 | 13,000 | 10,000 | 10,000 |
| 721305 Subscriptions | 8,643 | 3,500 | 3,000 | 3,000 |
| 721314 Computer Equipment | 7,071 | 5,000 | 5,000 | 5,000 |
| 721400 Professional & Specialized Services | 296,918 | 200,000 | 300,000 | 300,000 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|--|----------------------------------|--|--|---|
| SERVICES & SUPPLIES (CONTINUED) | | | | |
| 721426 Software | 0 | 2,000 | 2,000 | 2,000 |
| 721500 Publications & Legal Notices | 2,392 | 2,000 | 2,000 | 2,000 |
| 721600 Rents & Leases - Equipment | 5,785 | 0 | 0 | 0 |
| 721601 Rents & Leases - Co Vehicle | 0 | 5,800 | 5,000 | 5,000 |
| 721602 Rents & Leases - Other Equipt | 22,064 | 0 | 19,000 | 19,000 |
| 721800 Small Tools & Instruments | 22 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 4,560 | 2,000 | 2,500 | 2,500 |
| 722000 Transportation & Travel | 6,287 | 10,000 | 10,000 | 10,000 |
| 722100 Utilities | 27,913 | 35,000 | 30,000 | 30,000 |
| TOTAL SERVICES & SUPPLIES | 437,992 | 331,400 | 450,400 | 450,400 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 22,500 | 20,000 | 20,000 |
| 731401 Interfund Expend- Cost Plan | 0 | 400,367 | 287,167 | 287,167 |
| 750100 Operating Transfer Out | 0 | 0 | 275,000 | 275,000 |
| TOTAL OTHER CHARGES | 0 | 422,867 | 582,167 | 582,167 |
| TOTAL EXPENDITURES | <u>3,567,448</u> | <u>4,581,641</u> | <u>6,115,042</u> | <u>6,115,042</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>187,833</u> | <u>400,000</u> | <u>399,999</u> | <u>399,999</u> |

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:

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

- 620600** **Franchise Fees** (\$950,000) is recommended based on the expected revenues from Solid Waste contracted haulers.
- 620710** **Grading Permits** (\$55,000) is recommended based on the expected revenues from grading permits issued.
- 659025** **Other Governmental Revenue** (\$4,600) is recommended based on the expected Automation Fee collected from permits issued.
- 660806** **Engineering Services** (\$140,000) is recommended based on the expected revenues for the review of engineering plans.
- 662700** **Other Charges for Services** (\$3,559,030) is recommended based on the expected revenues from Engineering time spent on projects.
- 662749** **SD Application Fees** (\$3,000) is recommended based on the expected revenues from applications of owners registering for services within water/wastewater districts.

ESTIMATED REVENUES (continued)

- 662800** **Interfund Revenues** (\$472,720) is recommended based on anticipated reimbursements for administrative services provided for Roads (11801) and Solid Waste (11100).
- 670000** **Intrafund Revenue** (\$515,693) 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** (\$3,160,449) is recommended based on the cost of recommended staffing.
- 710103** **Extra Help** (\$0) is not recommended this fiscal year.
- 710105** **Overtime** (\$6,500) is recommended based on the cost of recommended staffing and historical costs.
- 710200** **Retirement** (\$1,294,626) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$491,140) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$129,760) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$28,400) is recommended increased \$2,400 for telephone, cell phone, internet, answering service costs, and remote video camera monitoring services. Some costs can be directly billed/reimbursed by other funds.

SERVICES & SUPPLIES (continued)

- 720500** **Household Expense** (\$18,500) is recommended increased \$6,500 for costs associated with janitorial services. 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** (\$10,000) 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** (\$3,000) is recommended reduced \$500 for software subscriptions.
- 721314** **Computer Equipment** (\$5,000) is recommended to fund the purchase of new computers and monitors 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.
- 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** (\$2,000) is recommended unchanged 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** (\$2,000) is recommended unchanged 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.
- 721601** **Rents & Leases – Co Vehicle** (\$5,000) is recommended for the rental of vehicles from Central Garage.

SERVICES & SUPPLIES (continued)

- 721602** **Rents & Leases-Other Equipment** (\$19,000) is recommended for the lease of copier equipment .
- 721900** **Special Departmental Expense** (\$2,500) is recommended reduced 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** (\$10,000) is recommended unchanged 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** (\$30,000) is recommended for expenses related to Public Work's share of utilities of the Government Center.

OTHER CHARGES

- 730330** **Rents & Leases – Equipment** (\$20,000) is recommended for the rental/lease of copier equipment.
- 731401** **Interfund Expend-Cost Plan** (\$287,167) 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.
- 750100** **Operating Transfer Out** (\$275,000) is recommended to Solid Waste of the unused Franchise Fees generated by contracted haulers.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | 2.0 | - | 1.0 | - | A |
| 3349 | Accounting Technician I | | | | | | | |
| 3354 | Accounting Technician II or | | | | | | | |
| 3354 | Senior Accounting Technician | 1.0 | - | 1.0 | - | - | - | |
| 3201 | Accountant Auditor I or | | | | | | | |
| 3202 | Accountant Auditor II | - | - | 1.0 | - | 2.0 | - | B |
| 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 | - | 1.0 | - | (1.0) | - | B |
| 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 | 3.0 | - | 4.0 | - | 1.0 | - | C |
| 3234 | Development Services Engineer | 1.0 | - | 1.0 | - | - | - | |
| 2142 | Director of Public Works | 1.0 | - | 1.0 | - | - | - | |
| 3304 | Engineering Aide | 1.0 | - | - | - | (1.0) | - | D |
| 3305 | Engineering Technician | 3.0 | - | 4.0 | - | 1.0 | - | E |
| 4132 | Permit Technician I | | | | | | | |
| 4133 | Permit Technician II or | | | | | | | |
| 3418 | Permit Technician III | - | | 1.0 | | 1.0 | | D |
| 4126 | Principal Administrative Analyst | 2.0 | - | 2.0 | - | - | - | |
| 3636 | Program Assistant I or | | | | | | | |
| 3637 | Program Assistant II | 4.0 | - | 5.0 | - | 1.0 | - | F |

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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> | |
| 3329 | Program Manager | - | | 2.0 | | 2.0 | | G |
| 3654 | Sr. Program Assistant | 1.0 | - | - | - | (1.0) | | F |
| 3244 | Public Works Inspector | 1.0 | - | 1.0 | - | - | - | |
| 3310 | Real Property Agent | 1.0 | - | 1.0 | - | - | - | |
| 4210 | Supervising Civil Engineer | 2.0 | - | 3.0 | - | 1.0 | - | H |
| TOTAL | | 34.0 | 1.0 | 40.0 | 1.0 | 7.0 | - | |

NOTES:

- A** The one (1) FTE additional Accounting Technician was in the Solid Waste budget in FY 21/22. It has been eliminated from that budget (11100) and moved back to Public Works
- B** One (1) FTE Senior Administrative Analyst position is being converted to an Accountant Auditor I/II position.
- C** One (1) FTE additional Deputy Public Works Director is being added to manage the Municipal Services Division.
- D** One (1) FTE Engineering Aide is being eliminated and replaced with a Permit Technician I/II/III.
- E** One (1) FTE Engineering Technician was in the Solid Waste budget in FY 21/22. It has been eliminated from that budget (11100) and moved back to Public Works.
- F** One (1) FTE Senior Program Assistant is being converted to a Program Assistant I/II
- G** Two (2) FTE Program Managers are being added. One is offset with revenue from Transit (63860) to manage new federal funds/program(s), the other will responsible for all grant reimbursements and application tracking
- H** One (1) FTE Supervising Civil Engineer is being added for the Municipal Services Division.

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 660803 Engineering Services Special Districts | 2,596,270 | 3,752,162 | 3,964,158 | 3,964,158 |
| 662700 Other Charges for Services | 53,764 | 0 | 0 | 0 |
| 662780 SD-Admin Overhead | 307,875 | 0 | 0 | 0 |
| 662800 Interfund Revenue | 196,952 | 249,881 | 159,893 | 159,893 |
| TOTAL CHARGES FOR CURRENT SERVICES | 3,154,860 | 4,002,043 | 4,124,051 | 4,124,051 |
| MISCELLANEOUS REVENUE | | | | |
| 673000 Miscellaneous Revenue | 19,828 | 3,700 | 3,700 | 3,700 |
| TOTAL MISCELLANEOUS REVENUE | 19,828 | 3,700 | 3,700 | 3,700 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>3,174,687</u> | <u>4,005,743</u> | <u>4,127,751</u> | <u>4,127,751</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 1,319,235 | 1,601,504 | 1,597,232 | 1,597,232 |
| 710103 Extra Help | 8,758 | 0 | 0 | 0 |
| 710105 Overtime | 74,380 | 85,000 | 80,000 | 80,000 |
| 710106 Stand-By Pay | 36,836 | 36,000 | 48,000 | 48,000 |
| 710107 Premium Pay | 675 | 0 | 5,000 | 5,000 |
| 710200 Retirement | 501,321 | 629,821 | 648,636 | 648,636 |
| 710300 Health Insurance | 237,047 | 287,275 | 299,475 | 299,475 |
| 710400 Workers' Compensation Insurance | 37,509 | 33,222 | 42,856 | 42,856 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 2,215,761 | 2,672,822 | 2,721,199 | 2,721,199 |
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing & Personal Supplies | 9,928 | 15,000 | 17,500 | 17,500 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|--|----------------------------------|--|--|---|
| SERVICES & SUPPLIES (continued) | | | | |
| 720300 Communications | 9,678 | 12,000 | 15,000 | 15,000 |
| 720500 Household Expense | 3,820 | 4,000 | 4,500 | 4,500 |
| 720600 Insurance | 325,053 | 358,593 | 358,593 | 358,593 |
| 720800 Maintenance - Equipment | 15,366 | 25,000 | 10,000 | 10,000 |
| 720900 Maintenance - Structures & Grounds | 63 | 500 | 500 | 500 |
| 720910 Maintenance - Water/Sewer | 2,551 | 5,000 | 5,000 | 5,000 |
| 721000 Medical, Dental & Lab Supplies | 0 | 200 | 200 | 200 |
| 721300 Office Expense | 2,726 | 2,000 | 2,000 | 2,000 |
| 721400 Professional & Specialized Services | 69,754 | 200,000 | 225,000 | 225,000 |
| 721601 Rent/Lease CO Vehicle | 170,273 | 175,500 | 175,500 | 175,500 |
| 721602 Rent/Lease Other Eqpt | 13,354 | 5,000 | 5,000 | 5,000 |
| 721800 Small Tools & Instruments | 4,500 | 7,500 | 7,500 | 7,500 |
| 721900 Special Departmental Expense | 10,301 | 2,000 | 5,000 | 5,000 |
| TOTAL SERVICES & SUPPLIES | 637,368 | 812,293 | 831,293 | 831,293 |
| FIXED ASSETS | | | | |
| 740300 Equipment | 5,059 | 0 | 25,000 | 25,000 |
| TOTAL FIXED ASSETS | 5,059 | 0 | 25,000 | 25,000 |
| INTRAFUND TRANSFER | | | | |
| 770100 Intrafund Transfer | 279,021 | 300,000 | 400,000 | 400,000 |
| <u>TOTAL EXPENDITURES</u> | 3,137,208 | 3,785,115 | 3,977,492 | 3,977,492 |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(37,479)</u> | <u>(220,628)</u> | <u>(150,259)</u> | <u>(150,259)</u> |

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** (\$3,964,158) is recommended increased \$211,996 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** (\$159,893) is recommended decreased \$89,988 for reimbursement from the individual districts for the A-87 Cost plan.
- 673000** **Miscellaneous Revenue** (\$3,700) is recommended for the payment of backflow device testing on specific properties and processing of applications.

SPECIAL DISTRICTS DIVISION

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$1,597,232) are recommended decreased \$4,272 based on the cost of recommended staff.
- 710103** **Extra Help** (\$0) is recommended reduced. There are no Extra Help positions allocated this fiscal year.
- 710105** **Overtime** (\$80,000) is recommended decreased \$5,000 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. Estimates are made based on prior years expenses.
- 710106** **Stand-by Pay** (\$48,000) is recommended increased 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 \$4.00 per hour.
- 710107** **Premium Pay** (\$5,000) is recommended for payments to staff holding advanced licenses beyond what is required within their job description.
- 710200** **Retirement** (\$648,636) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$299,475) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$42,856) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$17,500) is recommended increased \$2,500 for uniform rental, rain gear, boot reimbursement as per MOU, and needed protective garments required by safety regulations.
- 720300** **Communications** (\$15,000) is recommended increased \$3,000 for communications expenses.
- 720500** **Household Expense** (\$4,500) is recommended increased \$500 based on current expenditures for required uniforms for field staff, miscellaneous cleaning and restroom supplies, hand sanitizer and surgical masks.

SPECIAL DISTRICTS DIVISION

SERVICES & SUPPLIES (continued)

- 720600** **Insurance** (\$358,593) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance – Equipment** (\$10,000) is recommended decreased \$15,000 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 unchanged 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 unchanged for first aid and safety supplies for the field shops, county vehicles, and the District office.
- 721300** **Office Expense** (\$2,000) is recommended unchanged for office supplies for the 3 maintenance shops. This cost was previously included in reimbursement billings to Public Works.
- 721400** **Professional & Specialized Services** (\$225,000) is recommended for the following services:
 Septage Hauling: \$50,000
 Bill printing/mailing/Lockbox services: \$50,000
 Auditing services: \$50,000
 Rate Studies: \$50,000
 Generator Testing: \$25,000
- 721601** **Rent/Lease CO Vehicle** (\$175,500) 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** (\$7,500) is recommended unchanged to purchase and replace tools and instruments carried on District vehicles and used in the District shops.

SPECIAL DISTRICTS DIVISION

SERVICES & SUPPLIES (continued)

721900 **Special Departmental Expense** (\$5,000) is recommended increased \$3,000, based on current and projected expenses for employees' State Sewer and Water Certifications and continuing education units.

FIXED ASSETS

740300 **Equipment** (\$25,000) is recommended increased \$25,000 based on the purchase of equipment to be used within all Special Districts.

1- Mini Excavator

INTRAFUND TRANSFER

770000 **Intrafund Expense Staffing** (\$400,000) 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, computer equipment, travel/training, etc.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 18.0 | - | 18.0 | - | - | - | |
| 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 | | - | | |
| TOTAL | | 25.0 | - | 25.0 | - | - | - | |

NOTES:

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: ROADS & BRIDGES
 (11800)
 Function: Public Ways & Facilities
 Activity: Public Ways
 Fund: Road

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|-------------------|------------------------------|----------------------------------|-------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| TAXES | | | | |
| 610802 LOCAL TRANS FUNDS RD ST MAINT | 0 | 2,029,118 | 2,866,059 | 2,866,059 |
| 610805 LOCAL TRANS FD PED/BI PROJECT | 0 | 43,000 | 63,440 | 63,440 |
| 610810 LOCAL TRANS FD MCC | 1,835,456 | 0 | 0 | 0 |
| TOTAL TAXES | 1,835,456 | 2,072,118 | 2,929,499 | 2,929,499 |
| LICENSES, PERMITS & FRANCHISES | | | | |
| 620401 Road Encroachment | 407,699 | 250,000 | 275,000 | 275,000 |
| 620402 Road Dvlpmnt & Dscrtnry | 85,754 | 54,500 | 75,000 | 75,000 |
| 620403 Road Transportaton | 49,738 | 49,500 | 52,500 | 52,500 |
| TOTAL LICENSES, PERMITS & FRANCHISES | 543,191 | 354,000 | 402,500 | 402,500 |
| REVENUE FROM USE OF MONEY/PROP | | | | |
| 640101 Interest on Cash | 51,233 | 29,000 | 12,500 | 12,500 |
| 640304 HWY 41 R O W - RENTALS | 10,080 | 12,000 | 12,000 | 12,000 |
| TOTAL REVENUE FROM USE OF MONEY/PROPERTY | 61,313 | 41,000 | 24,500 | 24,500 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 650200 ST - HWY USR TX 2103 | 2,009,627 | 2,661,669 | 2,972,344 | 2,972,344 |
| 650201 ST - HWY USR TX 2104 | 1,469,183 | 1,615,368 | 1,845,212 | 1,845,212 |
| 650202 ST - HWY USERS GAS TAX 2105 | 1,416,547 | 1,601,018 | 1,794,120 | 1,794,120 |
| 650207 ST - HWY USERS GAS TAX 2106 | 400,994 | 463,659 | 524,884 | 524,884 |
| 650208 ST-RD MTC & REHAB | 6,226,683 | 0 | 341,000 | 341,000 |
| 654000 ST - OTHER | 6,250,000 | 0 | 0 | 0 |
| 654035 ST - ISTE A EXCHANGE | 463,374 | 463,374 | 463,374 | 463,374 |
| 654517 ST - PUBLIC TRANS MOD | 37,140 | 0 | 0 | 0 |
| 655500 FED - FOREST RES REV | 154,216 | 175,000 | 175,000 | 175,000 |
| 657040 FED - BRIDGE REPLACEMENT PROG | 1,312,648 | 6,518,809 | 8,918,750 | 8,918,750 |
| 657103 FED - CONGESTION MIT AIR QUAL | 1,024,150 | 3,860,337 | 826,400 | 826,400 |
| 659020 MCTC - ISTE A EXCHANGE | 691,595 | 837,405 | 837,405 | 837,405 |
| TOTAL INTERGOVERNMENTAL REVENUE | 21,456,157 | 18,196,639 | 18,698,489 | 18,698,489 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **ROADS & BRIDGES
(11800)**
Function: **Public Ways & Facilities**
Activity: **Public Ways**
Fund: **Road**

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| CHARGES FOR CURRENT SERVICES | | | | |
| 661703 RD & ST SVCS - RD #5 | 250,000 | 200,000 | 250,000 | 250,000 |
| 661704 RD & ST SVCS - SPEC DIST | 215,531 | 1,000,000 | 500,000 | 500,000 |
| 661706 RD/ST INTERFUND SERVICES | 201,534 | 300,000 | 500,000 | 500,000 |
| 661708 RD & ST SVCS - MEAS T REIM | 10,084,584 | 6,658,776 | 12,177,900 | 12,177,900 |
| 662700 OTHER CHARGES FOR SVCS | 119,551 | 0 | 25,000 | 25,000 |
| 662800 INTERFUND REVENUE | 6,469 | 0 | 0 | 0 |
| TOTAL CHARGES FOR CURRENT SERVICES | 10,877,669 | 8,158,776 | 13,452,900 | 13,452,900 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 4,491,362 | 2,000,000 | 2,000,000 | 2,000,000 |
| 672000 Other Sales | 2 | 0 | 0 | 0 |
| 673000 Miscellaneous Revenue | 203,635 | 250,000 | 200,000 | 200,000 |
| TOTAL MISCELLANEOUS REVENUE | 4,694,999 | 2,250,000 | 2,200,000 | 2,200,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>39,468,786</u> | <u>31,072,533</u> | <u>37,707,888</u> | <u>37,707,888</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 2,959,056 | 3,470,586 | 3,748,853 | 3,748,853 |
| 710105 Overtime | 6,297 | 25,000 | 12,500 | 12,500 |
| 710200 Retirement | 1,109,659 | 1,369,146 | 1,522,409 | 1,522,409 |
| 710300 Health Insurance | 498,691 | 723,933 | 814,572 | 814,572 |
| 710400 Workers' Compensation Insurance | 364,130 | 364,130 | 364,130 | 364,130 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 4,937,834 | 5,952,795 | 6,462,464 | 6,462,464 |
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing & Personal Supplies | 28,257 | 22,000 | 26,000 | 26,000 |
| 720300 Communications | 15,357 | 17,000 | 17,000 | 17,000 |
| 720305 Microwave Radio Services | 100,087 | 100,087 | 96,540 | 96,540 |
| 720500 Household Expense | 27,689 | 25,000 | 50,000 | 50,000 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **ROADS & BRIDGES
(11800)**
Function: **Public Ways & Facilities**
Activity: **Public Ways**
Fund: **Road**

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|----------------------------------|--|--|---|
| 720600 Insurance - Liability | 329,518 | 329,518 | 394,329 | 394,329 |
| 720601 Insurance - Other | 18,620 | 13,067 | 20,573 | 20,573 |
| 720800 Maintenance - Equipment | 573,055 | 700,000 | 700,000 | 700,000 |
| 720900 Maintenance - Buildings & Improvements | 25,618 | 10,000 | 25,000 | 25,000 |
| 721100 Memberships | 192 | 0 | 5,000 | 5,000 |
| 721300 Office Expense | 21,890 | 10,000 | 12,000 | 12,000 |
| 721400 Professional & Specialized Services | 4,931,522 | 2,014,652 | 2,250,000 | 2,250,000 |
| 721602 Rents & Leases - Equipment | 60,842 | 75,000 | 75,000 | 75,000 |
| 721700 Rents & Leases - Structures & Grounds | 7,274 | 0 | 0 | 0 |
| 721800 Small Tools & Instruments | 20,169 | 15,000 | 25,000 | 25,000 |
| 721900 Special Departmental Expense | 1,557,039 | 3,596,903 | 3,500,000 | 3,500,000 |
| 722000 Transportation & Travel | 1,180 | 2,000 | 2,000 | 2,000 |
| 722100 Utilities | 133,496 | 157,000 | 150,000 | 150,000 |
| TOTAL SERVICES & SUPPLIES | 7,851,806 | 7,087,227 | 7,348,442 | 7,348,442 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Principal | 0 | 8,000 | 8,000 | 8,000 |
| 730800 Right of Ways | 7,439 | 200,000 | 140,000 | 140,000 |
| 731400 Interfund Expenses | 477,268 | 862,852 | 1,250,000 | 1,250,000 |
| 731401 Intrafund Exp - Cost Plan (A-87) | 61,097 | 539,356 | 623,483 | 623,483 |
| TOTAL OTHER CHARGES | 545,804 | 1,610,208 | 2,021,483 | 2,021,483 |
| FIXED ASSETS | | | | |
| 740100 Land | 0 | 450,000 | 0 | 0 |
| 740200 Bldgs & Improve | 8,018,568 | 14,518,270 | 21,437,650 | 21,437,650 |
| 740300 Equipment | 518,929 | 404,033 | 132,500 | 132,500 |
| TOTAL FIXED ASSETS | 8,537,497 | 14,922,303 | 21,570,150 | 21,570,150 |
| INTRAFUND TRANSFER | | | | |
| 770100 Intrafund Transfer | 3,500,000 | 2,000,000 | 830,000 | 830,000 |
| TOTAL FIXED ASSETS | 3,500,000 | 2,000,000 | 830,000 | 830,000 |
| <u>TOTAL EXPENDITURES</u> | <u>25,372,940</u> | <u>31,572,533</u> | <u>38,232,539</u> | <u>38,232,539</u> |
| <u>USE OF FUND BALANCE (EXP - REV)</u> | <u>(14,095,845)</u> | <u>500,000</u> | <u>524,651</u> | <u>524,651</u> |

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 (\$2,929,499) is recommended for Road Street Maintenance \$2,866,059, and Pedestrian & Bicycle Projects \$63,440.
- 620400** License & Permits (\$402,500) is recommended for Road Encroachment \$275,000, Road Development & Discretionary \$75,000, Road Transportation \$52,500.
- 640000** Interest & Rents (\$24,500) is recommended for Interest on Cash \$12,500, Federal - Hwy Row Rental \$12,00.
- 650200** State Revenue (\$7,940,934) is recommended for Highway Users Tax – 2103 \$2,972,344, Highway Users Tax – 2104 \$1,845,212, Highway Users Tax – 2105 (Proposition 111) \$1,794,120, Highway Users Tax – 2106 \$524,884, State Rd Maint. & Rehab (grant) \$341,000, and ISTEAs Exchange Funds* \$463,374.

ROADS AND BRIDGES

ESTIMATED REVENUES (continued)

- 657000** **Federal Revenue** (\$10,757,555) is recommended for Forest Reserve Title I \$175,000, Federal Funded Bridges (Eng. Services Refunds) \$8,918,750, CMAQ \$826,400, and ISTEA Exchange from Madera County Transportation Committee** \$837,405.
- 660000** **Current Services** (\$13,452,900) is recommended for Road and Street Services (District #5) \$250,000, Road and Street Services (Service Areas, Maintenance Districts) \$500,000, Roads Street Interfund/Other Services \$500,000, Measure T Reimbursement \$12,177,900 and Other Charges for Services \$25,000.
- 672000** **Miscellaneous Revenue** (\$2,200,000) is recommended for Intrafund Revenue (from Measure T) \$2,000,000, Miscellaneous Refunds & Revenues \$200,000

*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 ISTEA funds to member agencies based on population.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$3,748,853) is recommended increased by \$278,267 based on the costs associated for recommended staff.
- 710105** **Overtime** (\$12,500) is recommended for the costs of overtime needed to perform emergency repairs. This amount is based off of current year actual costs.
- 710200** **Retirement** (\$1,522,409) is recommended to cover the Department's share of employee retirement costs.
- 710300** **Health Insurance** (\$814,572) 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.

ROADS AND BRIDGES

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$26,000) is recommended for the cost of uniforms.
- 720300** **Communications** (\$17,000) is recommended for communications expenses.
- 720305** **Microwave Radio Services** (\$96,540) is recommended based on microwave radio rate schedule for FY 2022-23 which is based on the number of radios in this Department utilizing the County's Microwave Radio Network.
- 720500** **Household** (\$50,000) is recommended for the purchase of general supplies such as cleaners, gloves, etc, and for janitorial and refuse services.
- 720600** **Insurance** (\$394,329) is recommended for the Department's share of County Insurance.
- 720601** **Insurance - Other** (\$20,573) 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-Buildings & Improvements** (\$25,000) is recommended for the costs of grounds maintenance to maintain the Almond yard.
- 721300** **Office Supplies** (\$12,000) is recommended for the purchase of general office supplies such as copier paper, toner, pens, etc.
- 721400** **Professional & Specialized Services** (\$2,250,000) is recommended for the proposed capital improvement projects as outlined in the Department's Capital Improvement Program.
- 721602** **Rents & Leases – Other Equipment** (\$75,000) 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.
- 721800** **Small Tools & Instruments** (\$25,000) is recommended for the purchase of new or replacement of old small tools.

ROADS AND BRIDGES

SERVICES & SUPPLIES (continued)

- 721900** **Special Departmental Expense** (\$3,500,000) is recommended based on projected expenditures for the purchase of all road construction materials, asphalt, concrete, various road oils, rock, sand, and dirt.
- 722000** **Transportation & Travel** (\$2,000) is recommended for projected expenses to provide training for the Road Superintendent.
- 722100** **Utilities** (\$150,000) is recommended based on the projected expenditures for water & electrical services.

OTHER CHARGES

- 730330** **Rents & Leases – Principal** (\$8,000) is recommended for the rental of the modular at the North Fork location.
- 730800** **Right of Ways** (\$140,000) is recommended for the purchase of property for County right of way.
- 731400** **Interfund Expenses** (\$1,250,000) 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)** (\$623,483) 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** (\$21,437,650) is recommended for the replacement/rehabilitation of roads and bridges.
- 740300** **Equipment** (\$132,500) is recommended to purchase the following equipment:
- ¾ ton 4X4 Pick up (2) = \$87,500
 - Snow Plows for ¾ ton 4X4 (2) = \$23,000
 - Epoxy Cart =\$12,000
 - Pressure Steam Cleaner =\$10,000

INTRAFUND TRANSFER

770100 **Intrafund Transfer** (\$830,000) 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 SB1 funds to the SB1 Fund where they are budgeted for use. This is the final payment to be made to the SB1 Fund.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **ROADS & BRIDGES
(11800)**
Function: **Public Ways & Facilities**
Activity: **Public Ways**
Fund: **Road**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 1.0 | 12.0 | - | (1.0) | (1.0) | A |
| 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 | - | - | - | |
| 3636 | Program Assistant I or | - | | 1.0 | | 1.0 | | B |
| 3637 | Program Assistant II | - | | - | | - | | |
| 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 | - | - | - | |
| 3739 | Roads Superintendent | 1.0 | | 1.0 | | - | | |
| TOTAL | | 68.0 | 1.0 | 68.0 | - | - | (1.0) | |

NOTES:

A There are only twelve (12) FTE Equipment Operators

B A Program Assistant I/II is being added to provide direct support to the staff at the Almond Yard

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: ROADS & BRIDGES
 (11810)
 Function: Public Ways & Facilities
 Activity: Public Ways
 Fund: Road-SB1

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| REVENUE FROM USE OF MONEY/PROP | | | | |
| 640101 Interest on Cash | 32,252 | 35,000 | 30,000 | 30,000 |
| TOTAL REVENUE FROM USE OF MONEY/PROPERTY | 32,252 | 35,000 | 30,000 | 30,000 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 650208 ST-RD MTC & REHAB | 5,591,143 | 5,888,843 | 6,879,240 | 6,879,240 |
| TOTAL INTERGOVERNMENTAL REVENUE | 5,591,143 | 5,888,843 | 6,879,240 | 6,879,240 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 3,500,000 | 2,300,000 | 830,000 | 830,000 |
| TOTAL MISCELLANEOUS REVENUE | 3,500,000 | 2,300,000 | 830,000 | 830,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>9,123,395</u> | <u>8,223,843</u> | <u>7,739,240</u> | <u>7,739,240</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 720906 Maintenance - Roads | 2,130 | 0 | 0 | 0 |
| 721400 Professional & Specialized Services | 9,840 | 0 | 0 | 0 |
| TOTAL SERVICES & SUPPLIES | 11,970 | 0 | 0 | 0 |
| FIXED ASSETS | | | | |
| 740200 Bldgs & Improve | 1,494,369 | 18,877,843 | 15,518,762 | 15,518,762 |
| 740300 Equipment | 0 | 547,000 | 800,000 | 800,000 |
| TOTAL FIXED ASSETS | 1,494,369 | 19,424,843 | 16,318,762 | 16,318,762 |
| <u>TOTAL EXPENDITURES</u> | <u>1,506,339</u> | <u>19,424,843</u> | <u>16,318,762</u> | <u>16,318,762</u> |
| <u>USE OF FUND BALANCE (EXP - REV)</u> | <u>(7,617,057)</u> | <u>11,201,000</u> | <u>8,579,522</u> | <u>8,579,522</u> |

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 (\$30,000) is recommended for Interest on Cash.

650208 State Road Maintenance and Rehabilitation (\$6,879,240) is recommended based on state estimates.

670000 Intrafund Revenue (\$830,000) is recommended from the Road Fund for prior years allocation of SB1 funds.

SERVICES & SUPPLIES

720906 Maintenance-Roads (\$0) is not recommended because all projects will be accounted for in 740200-Buildings and Improvements.

FIXED ASSETS

740200 Buildings & Improvements (\$15,518,762) is recommended for the proposed projects and prior years projects being completed in the current fiscal year.

740300 Equipment (\$800,000) is recommended to purchase the following equipment:

1- EZliner Striper = \$800,000

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **ROAD TRANSIT**
 Budget (63860)
 Function: **Public Ways & Facilities**
 Activity: **Public Ways & Facilities**
 Fund: **Transit**

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| TAXES | | | | |
| 610810 LOCAL TRANS FD MCC | 160,621 | 0 | 147,354 | 147,354 |
| TOTAL TAXES | 160,621 | 0 | 147,354 | 147,354 |
| REVENUE FROM USE OF MONEY/PROP | | | | |
| 640100 Interest | 1,402 | 5,000 | 270 | 270 |
| TOTAL REVENUE FROM USE OF MONEY/PROP | 1,402 | 5,000 | 270 | 270 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 650208 ST SB1 - RD MTC & REHAB | 0 | 483,486 | 556,118 | 556,118 |
| 654000 ST - OTHER | 388,322 | 0 | 0 | 0 |
| 654030 ST - TRANSIT ASSISTANCE | 594,080 | 550,000 | 749,798 | 749,798 |
| 654517 ST - PBLC TRNS MOD IMP SVC ENH | 0 | 1,937,211 | 1,119,000 | 1,119,000 |
| 654539 ST-CAP & Trade (LCTOP) | 0 | 436,418 | 373,600 | 373,600 |
| 657055 FED-TRANSIT ADMN FTA 5311 | 0 | 656,538 | 1,209,258 | 1,209,258 |
| 657059 FED - TRANSIT ADMN FTA 5339 | 0 | 0 | 1,886,040 | 1,886,040 |
| TOTAL INTERGOVERNMENTAL REVENUE | 982,402 | 4,063,653 | 5,893,814 | 5,893,814 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661708 RD & ST SVCS - MEAS T REIM | 0 | 50,000 | 683,675 | 683,675 |
| TOTAL CHARGES FOR CURRENT SERVICES | 0 | 50,000 | 683,675 | 683,675 |
| MISCELLANEOUS REVENUE | | | | |
| 673000 Miscellaneous | 4,770 | 0 | 0 | 0 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **ROAD TRANSIT**
 Budget (63860)
 Function: **Public Ways & Facilities**
 Activity: **Public Ways & Facilities**
 Fund: **Transit**

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| TOTAL MISCELLANEOUS REVENUE | 4,770 | 0 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>1,149,195</u> | <u>4,118,653</u> | <u>6,725,113</u> | <u>6,725,113</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 2,850 | 1,500 | 2,850 | 2,850 |
| 720501 Janitorial | 1,311 | 4,000 | 1,500 | 1,500 |
| 720800 Maintenance - Equipment | 0 | 500 | 0 | 0 |
| 720900 Maintenance - Building & Improve | 4,274 | 4,500 | 4,500 | 4,500 |
| 721100 Memberships | 620 | 650 | 700 | 700 |
| 721300 Office Expense | 3,630 | 250 | 280 | 280 |
| 721400 Professional & Specialized Services | 913,104 | 1,213,871 | 1,629,848 | 1,629,848 |
| 721500 Publications & Legal Notices | 0 | 2,000 | 1,000 | 1,000 |
| 721900 Special Departmental Expense | 4,704 | 8,500 | 1,440 | 1,440 |
| 722101 Gas & Electrical Utility | 8,048 | 15,000 | 9,800 | 9,800 |
| 722102 Sewer & Water Utility | 383 | 500 | 480 | 480 |
| TOTAL SERVICES & SUPPLIES | 938,923 | 1,251,271 | 1,652,398 | 1,652,398 |
| OTHER CHARGES | | | | |
| 731400 Interfund Expenses | 0 | 55,267 | 151,914 | 151,914 |
| 731401 Interfund Exp-Cost Plan (A-87) | | | 120,000 | 120,000 |
| TOTAL OTHER CHARGES | 0 | 55,267 | 271,914 | 271,914 |
| FIXED ASSETS | | | | |
| 740200 Buildings and Improvements | 41,400 | 2,664,456 | 3,487,000 | 3,487,000 |
| 740300 Equipment/Furniture | 485,001 | 147,659 | 1,313,801 | 1,313,801 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: ROAD TRANSIT
 Budget (63860)
 Function: Public Ways & Facilities
 Activity: Public Ways & Facilities
 Fund: Transit

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| TOTAL FIXED ASSETS | 526,401 | 2,812,115 | 4,800,801 | 4,800,801 |
| <u>TOTAL EXPENDITURES</u> | <u>1,465,324</u> | <u>4,118,653</u> | <u>6,725,113</u> | <u>6,725,113</u> |
| <u>USE OF FUND BALANCE (EXP - REV)</u> | <u>316,129</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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** (\$147,354) is recommended.
- 640101** **Interest on Cash** (\$270) is recommended for expected revenue received from the interest earned based on available cash in account.
- 654000** **State Revenue** (\$2,798,516) is recommended reduced \$608,599 for expected revenue received from the State for Transit Asst./ MCC (\$749,798), Prop 1B – PTMISEA (\$1,119,000), ST-CAP & Trade (LCTOP) (\$373,600), SB-1-SGR (\$556,118).
- 657000** **Federal Revenue** (\$3,095,298) is recommended increased \$2,438,760 for expected revenue received from the federal government for FED – Transit-Admin. FTA 5311 (\$1,209,258), FED- Transit Admin-5339 (\$883,398), and 5307 (\$1,002,642)
- 661708** **Current Services** (\$683,675) is recommended increased for expected revenue from Measure T Reimbursement.

SERVICES & SUPPLIES

- 720300** **Communications** (\$2,850) is recommended increased \$1,350 based on current year expenditures.
- 720501** **Janitorial** (\$1,500) is recommended decreased \$2,500 based on current year expenditures for the Transit Office.
- 720800** **Maintenance – Equipment** (\$ 0) is not recommended.
- 720900** **Maintenance – Buildings & Improvements** (\$4,500) is recommended unchanged to provide funding for maintenance of the Transit Facility.
- 721100** **Memberships** (\$700) is recommended increased \$50 to provide memberships necessary for Transit.

SERVICES & SUPPLIES (continued)

721300 **Office Expense** (\$280) is recommended increased \$30 based on current year expenditures.

721400 **Professional & Specialized Services** (\$1,629,848) is recommended increased \$415,977 as per the following:

- Contract Consultant - Moy Services – \$109,543
- Fresno County EOC (FCEOC)- transit services provider- \$1,205,304
- Website Services- \$15,000
- Marketing Services- \$50,000
- Other Contract/Consultant Services- \$250,000

721500 **Publications & Legal Notices** (\$1,000) is recommended decreased \$1,000 based on current year expenditures.

721900 **Special Departmental Expense** (\$1,440) is recommended decreased \$7,060 based on projected expenses to provide supplies, materials, and maintenance for transit projects.

722101 **Gas & Electrical Utility** (\$9,800) is recommended decreased \$5,200 based on current year expenditures.

722102 **Sewer & Water Utility** (\$480) is recommended decreased \$20 based on current year expenditures.

OTHER CHARGES

731400 **Interfund Expenses** (\$151,914) is recommended for reimbursement of staff time (Program Manager) and expenses related to Public Works administrative costs.

731401 **Interfund Expenses- Cost Plan** (\$120,000) is recommended for Transit’s share of the Cost Allocation plan

FIXED ASSETS

740200 **Buildings & Improvements** (\$3,487,000) is recommended increased \$822,544, as per the following:

- Office Renovations \$75,000
- Bus Shelters and Amenities \$450,000
- Bus Shelter Solar \$60,000
- Bus Driver Barriers \$50,000
- Bus Washer \$700,000
- Transit Bus Barn Amenities and Renovations \$1,150,000
- Electric Bus/Van Parking and Charging Stations \$1,002,000

740301 **Equipment** (\$1,313,801) is recommended increased \$1,166,142 as per the following:

- Buses (2) (gas) \$275,000
- Buses (2) (electric) \$462,168
- Vans (gas = 1, electric = 3) \$576,633

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **BEHAVIORAL HEALTH SERVICES (06900)**
 Function: **Health & Sanitation**
 Activity: **Health**
 Fund: **General**

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|----------------------------------|--|--|---|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 651301 State - Mental Health EMHI | 301,836 | 243,900 | 243,900 | 243,900 |
| 651306 State - Mental Health | 4,880,975 | 4,561,132 | 4,357,715 | 4,357,715 |
| 651320 State - Mental Health Other | 310,000 | 0 | 1,849,126 | 1,849,126 |
| 651326 State - Prop 63 MHSA | 11,280,016 | 15,920,721 | 16,340,000 | 16,340,000 |
| 656000 FED - Mental Health Services | 3,764,520 | 8,319,656 | 9,992,916 | 9,992,916 |
| 656005 FED - SAPT | 701,733 | 920,721 | 850,721 | 850,721 |
| 656006 FED - MHBG | 30,403 | 39,038 | 545,313 | 545,313 |
| 656008 FED - MH SAMHSA | 11,269 | 617,751 | 39,136 | 39,136 |
| TOTAL INTERGOVERNMENTAL REVENUE | 21,280,752 | 30,622,919 | 34,218,827 | 34,218,827 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661800 Health Fees | 46,490 | 110,050 | 115,553 | 115,553 |
| 662700 Other Charges for Services | 14,455 | 153,700 | 25,252 | 25,252 |
| 662800 Interfund Revenue | 426,339 | 649,537 | 2,351,943 | 2,351,943 |
| TOTAL CHARGES FOR CURRENT SERVICES | 487,283 | 913,287 | 2,492,748 | 2,492,748 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 650,205 | 863,377 | 649,537 | 649,537 |
| TOTAL MISCELLANEOUS REVENUE | 650,205 | 863,377 | 649,537 | 649,537 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 5,355,525 | 4,614,835 | 5,227,962 | 5,227,962 |
| TOTAL OTHER FINANCING SOURCES | 5,355,525 | 4,614,835 | 5,227,962 | 5,227,962 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>27,773,766</u> | <u>37,014,418</u> | <u>42,589,074</u> | <u>42,589,074</u> |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **BEHAVIORAL HEALTH SERVICES (06900)**
 Function: **Health & Sanitation**
 Activity: **Health**
 Fund: **General**

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 7,649,686 | 9,909,471 | 12,407,102 | 12,407,102 |
| 710103 Extra Help | 186,735 | 222,858 | 222,564 | 222,564 |
| 710105 Overtime | 8,037 | 57,279 | 8,841 | 8,841 |
| 710106 Stand-by Pay | 682 | 3,480 | 1,250 | 1,250 |
| 710107 Premium Pay | 4,745 | 5,400 | 5,400 | 5,400 |
| 710110 Uniform Allowance | 1,800 | 0 | 1,050 | 1,050 |
| 710200 Retirement | 2,881,324 | 4,008,336 | 5,050,135 | 5,050,135 |
| 710300 Health Insurance | 1,244,484 | 1,871,850 | 2,335,905 | 2,335,905 |
| 710400 Workers' Compensation Insurance | 158,976 | 155,123 | 155,123 | 155,123 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 12,136,469 | 16,233,797 | 20,187,370 | 20,187,370 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 143,923 | 154,829 | 162,570 | 162,570 |
| 720305 Microwave Radio Services | 22,661 | 22,661 | 22,661 | 22,661 |
| 720500 Household Expense | 70,218 | 76,326 | 80,142 | 80,142 |
| 720600 Insurance | 61,848 | 17,384 | 17,384 | 17,384 |
| 720601 Insurance - Other | 0 | 55,000 | 55,000 | 55,000 |
| 720800 Maintenance - Equipment | 45,263 | 76,962 | 76,962 | 76,962 |
| 720900 Maintenance - Structures and Grounds | 6,966 | 67,589 | 67,589 | 67,589 |
| 721000 Medical/Dental/Lab Supplies | 326 | 29,420 | 10,000 | 10,000 |
| 721100 Memberships | 20,978 | 26,279 | 26,279 | 26,279 |
| 721300 Office Expense | 150,201 | 97,715 | 102,600 | 102,600 |
| 721400 Professional & Specialized Services | 1,809,231 | 1,797,374 | 2,246,718 | 2,246,718 |
| 721406 Mental Health - Conservatorships | 10,706 | 0 | 0 | 0 |
| 721415 Mental Health - HIV Program | 4,604 | 0 | 0 | 0 |
| 721416 Mental Health - Institute for Mental Disease | 3,045,461 | 4,030,861 | 4,277,530 | 4,277,530 |
| 721421 Mental Health-State Hospital | 633,512 | 1,414,375 | 1,008,250 | 1,008,250 |
| 721422 Adult System of Care | 1,934,535 | 2,411,263 | 2,772,952 | 2,772,952 |
| 721426 Software Maintenance/Modification | 7,089 | 39,126 | 39,126 | 39,126 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **BEHAVIORAL HEALTH SERVICES (06900)**
 Function: **Health & Sanitation**
 Activity: **Health**
 Fund: **General**

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| SERVICES & SUPPLIES (continued) | | | | |
| 721445 SD/MC Hospital Expense | 3,107,518 | 4,078,663 | 3,462,335 | 3,462,335 |
| 721446 Managed Care Network | 589,458 | 936,376 | 736,823 | 736,823 |
| 721448 KV Support/Administration | 522,188 | 107,704 | 320,000 | 320,000 |
| 721468 Professional & Specialized Services - Unidentified | 882,206 | 1,931,361 | 2,027,929 | 2,027,929 |
| 721500 Publications & Legal Notices | 246 | 2,274 | 2,475 | 2,475 |
| 721601 Rents & Leases - Co Vehicles | 1,278 | 9,000 | 8,500 | 8,500 |
| 721602 Rents & Leases Other | 34,550 | 0 | 0 | 0 |
| 721700 Rents & Leases - Building | 212,679 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 6,410 | 10,545 | 23,500 | 23,500 |
| 722000 Transportation & Travel | 5,272 | 16,773 | 17,650 | 17,650 |
| 722100 Utilities | 85,778 | 113,732 | 142,165 | 142,165 |
| TOTAL SERVICES & SUPPLIES | 13,415,105 | 17,523,592 | 17,707,140 | 17,707,140 |
| OTHER CHARGES | | | | |
| 731001 Building Deprecation | 0 | 50,053 | | |
| 730330 Rents & Leases - Principal | 0 | 257,893 | 456,440 | 456,440 |
| TOTAL BUILDING DEPRECIATION | 0 | 307,946 | 456,440 | 456,440 |
| FIXED ASSETS | | | | |
| 740213 MH Building & Improvement | 310,000 | 0 | 25,000 | 25,000 |
| 740300 Equipment | 0 | 111,893 | 260,000 | 260,000 |
| TOTAL FIXED ASSETS | 310,000 | 111,893 | 285,000 | 285,000 |
| OTHER FINANCING USES | | | | |
| 750100 Operating Transfers Out | 0 | 99,780 | 99,800 | 99,800 |
| TOTAL OTHER FINANCING USES | 0 | 99,780 | 99,800 | 99,800 |
| INTRAFUND TRANSFER | | | | |
| 770100 Intrafund Expense | 1,492,766 | 1,617,369 | 2,487,850 | 2,487,850 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: BEHAVIORAL HEALTH SERVICES (06900)
 Function: Health & Sanitation
 Activity: Health
 Fund: General

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|------------------------------------|--------------------------|-------------------------------------|---|--------------------------------------|
| TOTAL INTRAFUND TRANSFER | 1,492,766 | 1,617,369 | 2,487,850 | 2,487,850 |
| <u>TOTAL EXPENDITURES</u> | 27,354,341 | 35,894,377 | 41,223,600 | 41,223,600 |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(419,424)</u> | <u>(1,120,041)</u> | <u>(1,365,474)</u> | <u>(1,365,474)</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 Correctional Camp program. Youth who are identified as having mental health or substance use issues are assessed and provided treatment by mental health clinician or an alcohol and drug counselor.
- Foster Care Youth Services, is a collaborative program with Department of Social Services and Public Health, serving youth who have been placed in foster care. Youth are assessed and provided treatment for identified mental health and substance use disorder needs. Behavioral Health staff attend Child and Family Team meetings to assist in the coordination of care for the youth and families involved.

COMMENTS (continued)

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 2022-23, 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 went through the stakeholder process and was presented to the Madera County Board of Supervisors in 21/22 fiscal year. The project DAD, Anxiety & Depression (DAD) will focus on increasing collaboration between health care providers and Behavioral Health Services for perinatal postpartum mood and anxiety disorders (PMAD) for fathers.

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 MHSA 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 Madera Village project is to build 56-60 affordable housing units with 14 dedicated for clients of Madera County Behavioral Health.
- The Downtown Madera Veterans and Family Housing is a project in collaboration with Madera Opportunities for Resident Enrichment and Services, INC. to develop a 48-unit affordable housing development for low and very low-income households. The project will set aside 7 units dedicated for clients of Madera County Behavioral Health.

PROGRAM SERVICES

| <u>Program</u> | <u>2020-21 Actual Service</u> | <u>2021-22 Estimated Service</u> | <u>2022-23 Projected Service</u> |
|--|-----------------------------------|--------------------------------------|--------------------------------------|
| Unique Clients Served - Mental Health | 3,091 | 3,200 | 3,500 |
| Treatment Contacts - Mental Health | 57,821 | 47,994 | 60,000 |
| Unique Clients Served - Substance Use Disorder | 367 | 3,850 | 425 |
| Treatment Contacts - Substance Use Disorder | 7,974 | 31,560 | 15,000 |
| Inpatient Beds Days | 2,548 | 2,680 | 2,800 |

BEHAVIORAL HEALTH SERVICES

ESTIMATED REVENUES

- 651300** **State – Mental Health** (\$4,601,615) are projected to decrease \$203,417. 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 \$3,995,459 (Account #6121), which \$399,546 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 #6121).
- 651320** **State- Mental Health Other** (\$1,849,126) are projected to increase \$1,849,126. This revenue consists of new grant funding for Crisis Care Mobile Units, Dept of State Hospital Diversion Expansion funding, and BH Quality Improvement Projects.
- 651326** **State – Prop 63 MHSA** (\$16,340,000) are projected to increase \$419,279. This revenue is used to fund MHSA programs including community services and supports, prevention and early intervention programs, innovation projects, and housing services. Any short falls in this revenue will be mitigated by recommendations to transfer resources from the MHSA Trust Fund Balance. State regulation requires that Prop 63 MHSA funding must be used within three years of receipt, or the funds must revert back to the State.
- 656000** **Federal – Mental Health Services** (\$9,992,916) are projected to increase \$1,673,260. 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. New grant funding for CPD Crisis Intervention TEAMS, and Substance Use Disorder Expansion Program funding.
- 656005** **Federal – SABG** (\$850,721) funding is projected to be reduced by \$70,000. Federal funding is unclear, and funding is expected to contract. The Substance Abuse Prevention and Treatment are Federal Block Grant award for Substance Use Disorder.
- 656006** **Federal – MHBG** (\$545,313) are projected to increase \$506,275. The Substance Abuse & Mental Health Services Administration (SAMHSA), Center for Mental Health Services (CMHS) provides grant funds to establish or expand an organized community-based system of care for providing non-Title XIX mental health services to children with serious emotional disturbances (SED) and adults with serious mental illness (SMI). The program receives Federal Block Grant awards for substance use disorder services. These funds provide for Non-Medi-Cal substance use disorder services.
- 656008** **Federal – MH SAMHSA** (\$39,136) are projected to decrease \$578,615. The decrease is due to budget correction.

BEHAVIORAL HEALTH SERVICES

ESTIMATED REVENUES (continued)

- 661800** **Health Fees** (\$115,553) are projected to increase by \$5,503. These fees are collected for provided services and include patient fees, patient third-party insurance payments, and Medicare.
- 662700** **Other Charges for Services** (\$25,252) are projected to decrease by \$128,448. 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** (\$2,351,943) are projected to increase \$1,702,406. These funds are from the Department of Social Services to provide services to Madera County residents. Realignment revenue covering County services provided through the Countywide Cost Allocation Plan.
NOTE: The Cost Allocation Plan is funded with Local Revenue funds.
- 670000** **Intrafund Revenue** (\$649,537) are projected to decrease \$231,840. This is the revenue for Learning management systems and client payments.
- 680200** **Operating Transfer In** (\$4,357,774) are projected to decrease \$257,061. 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 \$1,948,611 which is budget in account #67000 Intrafund and account #680200 Operating Transfer In combined. 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.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$11,788,647) are recommended to increase \$1,879,176 from current year based on cost of recommended staffing.

BEHAVIORAL HEALTH SERVICES

SALARIES & EMPLOYEE BENEFITS (continued)

- 710103** **Extra Help** (\$222,564) is recommended to decrease \$294 and continue to fund State-mandated staffing requirements for 1.0 FTE Program Assistant I, 1.0 FTE Staff Service Manger, 1.0 Caseworker and stipends to pay students in the master program.
- 710105** **Overtime** (\$8,841) is recommended to decrease \$48,438 to provide approximately compensation for hours worked in excess of regular business hours. Overtime may be required to meet program requirements and client service needs.
- 710106** **Standby Pay** (\$1,250) is recommended to decrease \$2,230 and is used 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** (\$4,798,402) is recommended to increase \$790,066 and reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$2,335,905) is based on the employer's share of health insurance premiums and/or deferred compensation.
- 710400** **Workers' Compensation** (\$155,123) is recommended to reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$162,570) is recommended increased \$7,741 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** (\$22,661) is recommended to remain unchanged as planned expenditures for the Department's use of the County's Microwave Radio Service by the Chowchilla and Oakhurst locations.
- 720500** **Household Expense** (\$80,142) is recommended to increase \$3,816 and includes expenditures for carpet cleaning, refuse disposal and janitorial services at several locations.

BEHAVIORAL HEALTH SERVICES

SERVICES & SUPPLIES (continued)

- 720600** **Insurance** (\$17,384) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720601** **Insurance - Other** (\$55,000) is recommended unchanged to provide for this Department's portion of medical malpractice and Property premiums.
- 720800** **Maintenance - Equipment** (\$76,962) is recommended to remain unchanged and includes expenditures for the maintenance of office equipment, vehicle fuel and repairs, telephone system maintenance. 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.
- 720900** **Maintenance - Structures and Grounds** (\$67,589) is recommended unchanged and includes expenditures for maintenance and repairs for services and office facilities.
- 721000** **Medical/Dental/Lab** (\$10,000) is recommended to decrease \$19,420 and includes expenditures for projected usage for medication and laboratory testing for indigent and AB109 clients and any necessary lab expenses.
- 721100** **Memberships** (\$26,279) is recommended to remain unchanged and includes expenditures for the following memberships: the County Behavioral Health Directors Association of California , Mental Health Directors Association - Mental Health Services Act, Central Valley Housing, California Social Work Education Center (CalSWEC), National Association for Behavioral Health Care , National Association of Behavioral Health Directors , California Institute for Mental Health , Healthcare Compliance Association , Anasazi Software National Alliance , and MHSA-PEI.
- 721300** **Office Expense** (\$102,600) is increased \$4,885 and includes expenditures for general office supplies which are anticipated to increase in cost due to inflation, economic headwinds in retail markets, and increase in dept staffing.
- 721400** **Professional & Specialized Services** (\$2,246,718) is recommended increased \$449,344 to provide more resources for contract services for psychiatrists, psychiatrist tele-med, Employee Assistance Program, burglar and fire alarm monitoring, after-hour answering services, medication monitoring contract, program evaluator, conservatorship investigations, security for regular operations and evening groups, and interpreter services. This budget also includes the MHSA Housing Program Supplemental Assignment Agreement related to security as needed for the two housing projects. The Department contracts are for full days of psychiatrist, tele-med, 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)** (\$4,277,530) is recommended to Increase \$246,669 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** (\$1,008,250) is recommended to decrease \$406,125 and includes expenditures for the purchase of five (5) beds at the acute level in State Mental Health Hospitals.
- 721422** **Adult System of Care** (\$2,772,952) is recommended increase \$361,689 to fund portions 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** (\$39,126) is recommended to remain unchanged and includes expenditures 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** (\$3,462,335) is recommended decreased \$616,328 and includes expenditures 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** (\$736,823) is recommended to decrease \$199,554 and includes expenditure 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.

BEHAVIORAL HEALTH SERVICES

SERVICES & SUPPLIES (continued)

- 721448** **Kings View Support / Management Information Systems** (\$320,000) is recommended increased \$212,296 for computer support from InSync Healthcare Solutions, Cerner Anasazi client software by Cerner, and other Electric Health Record expense.
- 721468** **Professional & Specialized - Other Unidentified Services** (\$2,027,929) is recommended increase \$96,568 and includes expenditures to fund alcohol and drug residential treatment for residents who need this level of care, and provides on-site professional trainers for the curriculum and/or training of evidence-based outcomes for intervention, treatment services partially funded with Statewide MHSAs PEI Sustainability and Central Valley Suicide Prevention Hotline, and to fund other professional & specialized services.
- 721500** **Publications & Legal Notices** (\$2,475) is recommended increased \$201 and includes expenditures associated with recruiting licensed staff for the Managed Care Plan and costs associated with public service announcements required for MHSAs Plans.
- 721601** **Rents & Leases – Equipment** (\$8,500) is recommended to decrease \$500 for the use of County vehicles from the Central Garage for approximately 12,400 miles. 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 MHSAs "whatever it takes" mandate, some of these services include transportation to medical appointments.
- 721900** **Special Departmental Expense** (\$23,500) is recommended increase \$12,955 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.
- 722000** **Transportation & Travel** (\$17,650) is recommended to increase \$877 and includes expenditures for staff 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.

BEHAVIORAL HEALTH SERVICES

SERVICES & SUPPLIES (continued)

722100 Utilities (\$142,165) are recommended to increase \$28,433 for the Department's share of utilities at County buildings occupied by Behavioral Health staff.

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. 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 CHARGES

730330 Rents & Leases – Principal (\$456,44) is recommended for the lease of copy equipment and 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.

FIXED ASSETS

740300 Equipment (\$260,000) is recommended increased \$148,107 for the following fixed assets (there is no net-County cost associated with these assets):

1. Vehicles (R) (\$250,000) is recommended to replace (number of vehicles 4) vehicles based on the MGT study that recommended replacement of vehicles once they obtain 120,000 miles or 10 years of age and 4 new vehicles for emergency response grant needs. 4 replacement vehicles were included in 21/22 budget but due to national vehicle shortages, the purchase was not completed. The following vehicles are recommended to be replaced:

| <u>Vehicle to be Replaced</u> | <u>Odometer</u> | <u>Replacement Vehicle</u> |
|-------------------------------|-----------------|----------------------------|
| 2006 Malibu | 140,000 | Chevrolet AWD Equinox SUVs |
| 2007 Taurus | 137,000 | Chevrolet AWD Equinox SUVs |
| 2008 Taurus | 136,000 | Plymouth Van |
| 2008 Avenger | 135,000 | Plymouth Van |

BEHAVIORAL HEALTH SERVICES

OTHER FINANCING USES

750100 **Op Transfer Out** (\$99,800) is recommended increased \$20. The deprecation cost is from the 7th 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.

INTRAFUND TRANSFERS

770100 **Intrafund Expense** (\$2,487,850) is recommended increased \$870,481. This account reimburses the Public Health Department for the cost of annual TB test and medical disposal, Department of Social Services Office Assistance for the Public Guardian's Office, Human Resources for Employer Share Retiree Insurance, Postage. Building and Grounds Maintenance for maintenance of structures and grounds; Auditor Office OneSolution; and Information Technology for maintenance of hardware and software at sites connected to the County network and other associated costs.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23

BEHAVIORAL HEALTH
 SERVICES (06900)
 Health & Sanitation
 Health
 General

| JCN | CLASSIFICATION | 2021-22 Authorized Positions | | 2022-23 Proposed Positions | | Y-O-Y Changes in Positions | | Notes |
|------|---|------------------------------------|----------|----------------------------------|----------|----------------------------------|----------|-------|
| | | Funded | Unfunded | Funded | Unfunded | Funded | Unfunded | |
| 3201 | Accountant-Auditor I/II or | | | | | | | |
| 3203 | Senior Accountant Auditor | 1.0 | - | 1.0 | - | - | - | |
| 3601 | Account Clerk I/II or | | | | | - | - | |
| 3354 | Accounting Technician I/II | 3.0 | | 2.0 | | (1.0) | - | A |
| 3205 | Administrative Analyst I or | | | | | - | - | |
| 3206 | Administrative Analyst II or | | | | | - | - | |
| 3209 | Senior Administrative Analyst | 10.0 | - | 9.0 | - | (1.0) | - | A |
| 3610 | Administrative Assistant | 5.0 | - | 5.0 | - | - | - | |
| 3115 | Assistant Behavioral Health Services Director | 1.0 | - | 1.0 | - | - | - | |
| 3299 | Behavioral Health Program Supervisor or | | | | | - | - | |
| 3173 | Supervising Mental Health Clinician | 10.0 | - | 12.0 | - | 2.0 | - | B |
| 3160 | Behavioral Health Services Division Manager | 4.0 | - | 5.0 | - | 1.0 | - | B |
| 3688 | Central Services Worker | 2.0 | - | 2.0 | - | - | - | |
| 3528 | Community Health and Wellness Assistant | 2.0 | - | 2.0 | - | - | - | |
| TBD | Deputy Director Operations | - | - | 1.0 | - | 1.0 | - | C |
| TBD | Medical Director | - | - | 0.5 | - | 0.5 | - | C |
| 3213 | Certified A&D Counselor or SUD Counselor | 8.0 | - | 14.5 | - | 6.5 | - | D |
| 3535 | PH Clinical Services Assistant | - | - | 4.0 | - | 4.0 | - | E |
| 2137 | Director of Behavioral Health Services | 1.0 | - | 1.0 | - | - | - | |
| 4222 | Executive Assistant to Department Head | 1.0 | - | 1.0 | - | - | - | |
| 4130 | Fiscal Manager | 1.0 | - | 1.0 | - | - | - | |
| 3268 | Health Education Coordinator | 3.0 | - | 4.0 | - | 1.0 | - | F |
| 3214 | Inpatient Nurse Liaison | | - | | - | - | - | |
| 3274 | Licensed Mental Health Clinician or | | | | | - | - | |
| 3275 | Prelicensed Mental Health Clinician or | | | | | - | - | |
| 3279 | Senior Mental Health Caseworker | 50.0 | - | 52.0 | - | 2.0 | - | G |
| 3278 | Mental Health Caseworker I or | | | | | - | - | |
| 3279 | Mental Health Caseworker II or | | | | | - | - | |
| 3359 | Mental Health Aide | 30.0 | - | 40.0 | - | 10.0 | - | G |
| 3253 | Nurse Practitioner | 1.0 | - | 1.0 | - | - | - | |
| 3533 | Office Assistant I or | | | | | - | - | |
| 3534 | Office Asssitant II | 4.0 | - | 5.0 | - | 1.0 | - | H |
| 3656 | Office Services Supervisor I or | | | | | - | - | |
| 3655 | Office Services Supervisor II | 1.0 | - | 1.0 | - | - | - | |

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23

BEHAVIORAL HEALTH
 SERVICES (06900)
 Health & Sanitation
 Health
 General

| | 2021-22 | | 2022-23 | | Y-O-Y | | |
|---------------------------------------|--------------|----------|--------------|----------|--------------|----------|---|
| | Authorized | | Proposed | | Changes | | |
| | Positions | | Positions | | in Positions | | |
| 3351 Personnel Technician I or | | | | | - | - | |
| 3352 Personnel Technician II or | | | | | - | - | |
| 3354 Accounting Technician I/II | - | - | - | - | - | - | |
| 4126 Principal Administrative Analyst | 1.0 | - | 1.0 | - | - | - | |
| 3636 Program Assistant I or | | | | | - | - | |
| 3637 Program Assistant II | 13.0 | - | 9.0 | - | (4.0) | - | H |
| 3329 Program Manager | - | - | 1.0 | - | 1.0 | - | I |
| 3266 Registered Nurse I or LVN | | | | | - | - | |
| 3267 or Registered Nurse II | 4.0 | - | 4.0 | - | - | - | |
| 3353 Senior Accounting Technician | 2.0 | - | 2.0 | - | - | - | |
| 3654 Senior Program Assistant | 7.0 | - | 6.0 | - | (1.0) | - | I |
| 3522 Vocational Assistant-Driver | 9.0 | - | 7.0 | - | (2.0) | - | J |
| TOTAL | 174.0 | - | 195.0 | - | 21.0 | - | |

PERMANENT POSITION NOTES:

- A Request to reduce one Account Clerk II (1.0 FTE) and add one Senior Administrative Analyst/Compliance Officer (1.0 FTE).
- B Request to add four Supervising Mental Health Clinicians (4.0 FTE) and add one BHS Division Manager (1.0 FTE).
- C Request to add one Deputy Director of Operations (1.0 FTE) and one part-time Medical Director (0.5 FTE).
- D Request to add six Certified Alcohol (6.0 FTE) and Drug Counselors and part-time SUD Counselor (0.5 FTE).
- E Request to add four BHS Clinical Services Assistants (4.0 FTE).
- F Request to add one Health Education Coordinator (1.0 FTE).
- G Request to add two Licensed Mental Health Clinician (2.0 FTE) and add ten Mental Health Caseworkers II (10.0 FTE).
- H Request to add one Office Assistant II (1.0 FTE) and reduce four Program Assistant II (4.0 FTE).
- I Request to add one Program Manager (1.0 FTE) and reduce one Senior Program Assistant (1.0 FTE).
- J Request to reduce two Vocational Assistant-Driver (2.0 FTE).

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|----------------------------------|--|--|---|
| <u>ESTIMATED REVENUES:</u> | | | | |
| REVENUE FROM USE OF MONEY/PROPERTY | | | | |
| 640400 Royalties | 500 | 373 | 500 | 500 |
| TOTAL REVENUE FROM USE OF MONEY/PROPERTY | 500 | 373 | 500 | 500 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 651100 State - CA Children Services | 960,379 | 1,112,625 | 1,107,840 | 1,107,840 |
| 654000 State - Other | 319,769 | 6,910,618 | 7,965,317 | 7,965,317 |
| 655200 Federal - Health | 777,617 | 1,050,832 | 1,049,069 | 1,049,069 |
| 657000 Federal - Other | 5,981,157 | 10,423,685 | 10,205,497 | 10,205,497 |
| TOTAL INTERGOVERNMENTAL REVENUE | 8,038,922 | 19,497,760 | 20,327,723 | 20,327,723 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661800 Health Fees & Medi-Cal | 8,521,368 | 3,493,464 | 3,662,342 | 3,662,342 |
| 662000 CA Children's Services | 0 | 140 | 140 | 140 |
| 662800 Interfund Revenue | 408,572 | 700,403 | 1,926,611 | 1,926,611 |
| TOTAL CHARGES FOR CURRENT SERVICES | 8,929,940 | 4,194,007 | 5,589,093 | 5,589,093 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 762,197 | 1,090,762 | 1,065,856 | 1,065,856 |
| 673000 Miscellaneous | 794,434 | 0 | 40,600 | 40,600 |
| TOTAL MISCELLANEOUS REVENUE | 1,556,631 | 1,090,762 | 1,106,456 | 1,106,456 |
| OTHER FINANCING SOURCES | | | | |
| 680100 Sale of Fixed Assets | 990 | 0 | 0 | 0 |
| 680200 Operating Transfers In | 1,784,848 | 1,626,992 | 1,547,635 | 1,547,635 |
| TOTAL OTHER FINANCING SOURCES | 1,785,838 | 1,626,992 | 1,547,635 | 1,547,635 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>20,311,831</u> | <u>26,409,894</u> | <u>28,571,407</u> | <u>28,571,407</u> |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--|--|--|---|
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 6,079,941 | 8,650,129 | 9,073,099 | 9,073,099 |
| 710103 Extra Help | 1,648,981 | 2,825,599 | 2,014,044 | 2,014,044 |
| 710105 Overtime | 86,709 | 0 | 0 | 0 |
| 710107 Standby Pay | 3,641 | 0 | 0 | 0 |
| 710108 Premium Pay | 10,035 | 0 | 0 | 0 |
| 710200 Retirement | 2,564,233 | 3,303,112 | 4,060,814 | 4,060,814 |
| 710300 Health Insurance | 909,600 | 1,318,879 | 1,672,730 | 1,672,730 |
| 710400 Workers' Compensation Insurance | 108,037 | 95,960 | 123,440 | 123,440 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 11,411,177 | 16,193,679 | 16,944,127 | 16,944,127 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 70,006 | 71,402 | 71,402 | 71,402 |
| 720305 Microwave Radio Services | 62,318 | 62,318 | 60,109 | 60,109 |
| 720400 Food | 11,707 | 0 | 20,000 | 20,000 |
| 720500 Household Expense | 128,441 | 136,002 | 136,002 | 136,002 |
| 720600 Insurance | 98,539 | 118,984 | 310,135 | 310,135 |
| 720800 Maintenance - Equipment | 13,431 | 8,050 | 20,158 | 20,158 |
| 720900 Maintenance - Structures & Grounds | 7,460 | 5,400 | 5,400 | 5,400 |
| 721000 Medical/Dental/Lab Supplies | 173,795 | 306,272 | 306,272 | 306,272 |
| 721100 Memberships | 46,500 | 18,832 | 18,832 | 18,832 |
| 721200 Miscellaneous Expenses | 5,218 | 0 | 0 | 0 |
| 721300 Office Expense | 318,812 | 258,568 | 258,568 | 258,568 |
| 721400 Professional & Specialized Services | 4,176,405 | 5,012,664 | 4,922,779 | 4,922,779 |
| 721500 Publications & Legal Notices | 44,022 | 6,700 | 6,700 | 6,700 |
| 721600 Rents & Leases - Equipment | 74,087 | 0 | 49,357 | 49,357 |
| 721700 Rents & Leases - Buildings | 118,420 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 339,510 | 194,046 | 200,328 | 200,328 |
| 722000 Transportation & Travel | 20,599 | 67,035 | 91,445 | 91,445 |
| 722100 Utilities | 95,570 | 48,686 | 95,189 | 95,189 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|--|----------------------------------|--|--|---|
| TOTAL SERVICES & SUPPLIES | 5,804,841 | 6,314,959 | 6,572,676 | 6,572,676 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Principal | 0 | 200,142 | 32,412 | 32,412 |
| 730504 Rents & Leases Interest | 0 | 2,252 | 920 | 920 |
| TOTAL OTHER CHARGES | 0 | 202,394 | 33,332 | 33,332 |
| FIXED ASSETS | | | | |
| 740301 Equipment>\$5k | 381,490 | 270,000 | 0 | 0 |
| TOTAL FIXED ASSETS | 381,490 | 270,000 | 0 | 0 |
| OPERATING TRANSFERS | | | | |
| 750121 Operating Transfer Out to Capital Project | 0 | 0 | 0 | 0 |
| TOTAL FIXED ASSETS | 0 | 0 | 0 | 0 |
| INTRAFUND TRANSFERS | | | | |
| 770100 Intrafund Transfer | 2,428,090 | 2,811,248 | 3,177,449 | 3,177,449 |
| TOTAL INTRAFUND TRANSFERS | 2,428,090 | 2,811,248 | 3,177,449 | 3,177,449 |
| <u>TOTAL EXPENDITURES</u> | 20,025,597 | 25,792,280 | 26,727,584 | 26,727,584 |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(286,234)</u> | <u>(617,614)</u> | <u>(1,843,823)</u> | <u>(1,843,823)</u> |

DEPARTMENT OF PUBLIC HEALTH

COMMENTS

The Madera County Department of Public Health uses health assessment and targeted intervention 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 education, preventative medical services, and population-level interventions, 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 – CalFresh Healthy Living |
| 06821 | Health – California Teen Pregnancy Prevention Program (CA PREP) |
| 06822 | Health – Public Health Emergency Preparedness (PHEP) |
| 06823 | Health – Hospital Preparedness Program (HPP) |
| 06830 | Health – Child Health & Disability Prevention (CHDP) |
| 06831 | Health – Foster Care Nurse Services |
| 06851 | Health – AIDS Surveillance and AIDS Drug Assistance Program (ADAP) |
| 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 – 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 (AFLP) |
| 06893 | Health – CalWORKs Home Visitation Program |

| <u>WORKLOAD</u> | <u>Actual 2020-21</u> | <u>Estimated 2021-22</u> | <u>Projected 2022-23</u> |
|---|---------------------------|------------------------------|------------------------------|
| <u>Clinic</u> | | | |
| Adult Flu Shots | 2,022 | 3,096 | 3,100 |
| Routine Childhood Immunizations | 1,280 | 835 | 900 |
| Tuberculosis Skin Test/Screenings | 2,713 | 2,829 | 2,800 |
| Latent Tuberculosis Infection Treatments | 273 | 65 | 70 |
| Clinics (STD, Family Pact, Every Woman Counts) | 124 | 151 | 150 |
| <u>Communicable Disease</u> | | | |
| Communicable Disease – Tuberculosis Cases | 1 | 3 | 5 |
| Communicable Disease Reports – Title 17 (Madera County) | 1250 | 1450 | 1520 |
| Communicable Disease Reports – Title 17 (Out of County) | 1330 | 1650 | 1820 |
| Communicable Disease – TB rule outs | 3 | 5 | 7 |
| <u>Laboratory Services & Exams</u> | | | |
| Diarrheal Pathogen Disease Test | 189 | 236 | 230 |
| Valley Fever Screening Test | 64 | 60 | 60 |
| Active Tuberculosis Disease Screening Test | 1,280 | 1,135 | 1,100 |
| Syphilis Blood Test | 388 | 254 | 300 |

DEPARTMENT OF PUBLIC HEALTH

| <u>WORKLOAD (continued)</u> | <u>Actual 2020-21</u> | <u>Estimated 2021-22</u> | <u>Projected 2022-23</u> |
|--|----------------------------------|-------------------------------------|-------------------------------------|
| <u>Laboratory Services & Exams (continued)</u> | | | |
| Water Tests | 100 | 124 | 112 |
| Rabies Screening Tests | 240 | 230 | 235 |
| Urine Drug Tests | 3,112 | 3,776 | 4,000 |
| Tuberculosis Exposure Blood Test Screening | 798 | 1,220 | 1,200 |
| COVID-19 Testing | 2,410 | 13,600 | 6,800 |
| <u>Child Health and Disability Prevention Program</u> | | | |
| Medical Provider Record Reviews | 1 | 5 | 10 |
| Provider Vision & Hearing Screening Trainings | 2 | 4 | 4 |
| <u>Foster Care Program</u> | | | |
| Psychotropic Medication Monitoring Services Provided | 15 | 28 | 35 |
| Foster Care DSS Services Provided (Monthly Average) | 325 | 325 | 350 |
| Probation Cases (Monthly Average) | 12 | 12 | 12 |
| Emergency Response Nurse DSS Services Provided (Monthly Avg) | 250 | 250 | 275 |
| <u>California Children's Services Program</u> | | | |
| Therapy & Diagnosis Caseload (Average) | 1,354 | 1,400 | 1,450 |
| Monthly Medical Therapy Unit Clinic Attendance | 127 | 130 | 135 |
| Medical Therapy Unit Caseload | 147 | 150 | 155 |
| <u>Maternal Child and Adolescent Health</u> | | | |
| Case Management Home Visits for New and At-Risk Moms | 2,451 | 2,200 | 2,400 |
| <u>HIV/AIDS Program</u> | | | |
| Reported New HIV/AIDS Cases | 6 | 14 | 16 |
| Current HIV/AIDS Cases Serviced by Department | 68 | 72 | 76 |

DEPARTMENT OF PUBLIC HEALTH

| <u>WORKLOAD (continued)</u> | <u>Actual 2020-21</u> | <u>Estimated 2021-22</u> | <u>Projected 2022-23</u> |
|--|----------------------------------|-------------------------------------|-------------------------------------|
| <u>Women, Infant and Children Program</u> | | | |
| Number of Women, Infants & Children Served (average per month) | 7,431 | 7,389 | 7,540 |
| Percent Exclusively Breastfeeding Women | 24.58% | 22.34% | 23-25% |
| <u>Community Wellness</u> | | | |
| Organizations Provided Support | 35 | 40 | 40 |
| Tobacco Youth Coalition Membership | 15 | 12 | 12 |
| Tobacco Coalition Partners | 30 | 30 | 30 |
| Births - Madera County residents | 2,074 | 2,085 | 2,096 |
| Deaths - Madera County residents | 1,451 | 1,501 | 1,551 |
| Certified Copies of Birth Certificates | 345 | 283 | 280 |
| Certified Copies of Death Certificates | 3,797 | 4,577 | 4,600 |
| EP Coalition Partners | 42 | 50 | 55 |
| Hospital Preparedness Partners and Agencies Provided Support | 23 | 33 | 36 |
| <u>Accreditation</u> | | | |
| QI Projects Completed | 3 | 3 | 3 |
| <u>Childhood Lead Poisoning</u> | | | |
| State Cases | 9 | 9 | 9 |
| Monitored Cases | 19 | 96 | 105 |

DEPARTMENT OF PUBLIC HEALTH

ESTIMATED REVENUES

- 640400** **Royalties-FMC** (\$500) is recommended increased \$127 for prescription discount and refund revenues.
- 651100** **State – CA Children’s Services** (\$1,107,840) is recommended decreased \$4,785 for California Children’s Services revenue.
- 654000** **State – Other** (\$7,965,317) is recommended increased \$1,054,699 for revenues coming from Health Realignment funding, and a variety of grants coming from the State including, Tobacco Education and Prevention, Oral Health, Child Health Disability Prevention, Foster Care Nurse Services, Maternal Child Adolescent Health/Adolescent Family Life Programs, AIDS Surveillance, County Medical Services Program grants, Lead Poisoning Prevention Program, STD and infectious disease grants, State Pandemic Influenza grant for Emergency Preparedness, First 5 Home Visitation Coordination funding, and new ongoing funding from the State General Fund dedicated to increasing Public Health staffing and infrastructure.
- 655200** **Federal – Health** (\$1,049,069) is recommended decreased \$1,763 for revenues come from a variety of grants including the Federal funded portions of the California Children’s Services, CalFresh Healthy Living, and Adolescent Family Life Programs.
- 657000** **Federal – Other** (\$10,205,497) is recommended decreased \$218,188 for federal funding for Department COVID-19 response, COVID Workforce Development, plus recurring revenues from 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, Immunizations, Title X STP Prevention, Lead Poisoning Prevention Program, and the new California Equitable Recovery Initiative (CERI) Disparities.
- 661800** **Health Fees and Medi-Cal Revenue** (\$3,662,342) is recommended increased \$168,878 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.
- 662800** **Interfund Revenue** (\$1,926,611) is recommended increased by \$1,226,208 primarily from Health Realignment revenue covering County services provided through the Countywide Cost Allocation Plan. This budget line also includes some revenues from services provided to other County departments.
- 670000** **Intrafund Revenue** (\$1,065,856) is recommended decreased \$24,906 from services to other County agencies including drug testing, sharps disposal, and emergency response and nurse services funded through Department of Social Services.
- 673000** **Miscellaneous** (\$40,600) is budgeted for revenues primarily from our pharmacy reimbursement program as well as Medical Marijuana card fees.

DEPARTMENT OF PUBLIC HEALTH

ESTIMATED REVENUES (continued)

680200 **Operating Transfer In** (\$1,547,635) is recommended decreased \$79,357 for revenues from Tobacco Education & Prevention program (Funds 6031 and 6032), administration of the Maddy Health Emergency Services Fund 1312, and use of prepaid federal revenues for Epidemiology and Laboratory Enhancing Detection and California Equitable Recovery Initiative (CERI) Disparities funding (Funds 1315 and 1316).

Revenue Notes:

- Required General Fund cash match is \$81,788. This 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** (\$9,073,099) are recommended increased \$422,970 based on the costs of recommended staffing; costs are completely offset by new ongoing funding from the State General Fund dedicated to increasing Public Health staffing and infrastructure.

710103 **Extra Help** (\$2,014,044) is recommended decreased \$811,555 based on the costs for use of recommended extra-help staff, with most of the cost supporting Department COVID-19 pandemic response.

710200 **Retirement** (\$4,060,814) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$1,672,730) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$123,440) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$71,402) is unchanged for county phone lines, cell phones, and fax lines.

720305 **Microwave Radio** (\$60,109) is recommended decreased \$2,209 for the department's share of cost for the data exchange of information to our satellite clinic in the mountain areas.

DEPARTMENT OF PUBLIC HEALTH

SERVICES & SUPPLIES (continued)

- 720400** **Food** (\$20,000) is budgeted primarily for food expenses related to supporting quarantine and isolation services, as well as providing food necessary for meetings with partners and trainings.
- 720500** **Household Expense** (\$136,002) is unchanged for safety mats, refuse disposal, infectious waste disposal, and janitorial services.
- 720600** **Insurance** (\$310,135) is recommended increased \$191,151 for increased Department contribution to the County's Self-Insured Liability Program, increased costs of the County's Medical Malpractice premium, plus property/pollution insurance and other insurance premiums.
- 720800** **Maintenance - Equipment** (\$20,158) is recommended increased \$12,108 primarily due to preventative maintenance costs of new lab equipment for improving Public Health Laboratory services, as well as maintenance costs for existing equipment.
- 720900** **Maintenance - Structures and Grounds** (\$5,400) is unchanged for maintenance costs of facilities and grounds.
- 721000** **Medical, Dental & Laboratory Supplies** (\$306,272) is unchanged for necessary supplies and medications for clinical services and specialty clinics, Flu and other vaccines, medications used to treat Tuberculosis and STDs, laboratory supplies, infectious disease test kits and supplies, personal protective equipment, and medical and laboratory supplies needed for COVID-19 testing and vaccination clinics.
- 721100** **Memberships** (\$18,832) is unchanged for memberships including 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** (\$258,568) is unchanged for office supplies and computers needed to support Department programs.
- 721400** **Professional & Specialized Services** (\$4,922,779) is recommended decreased \$89,885 for costs including essential contracted services such as for the Public Health Laboratory Director, proficiency testing for Laboratory certifications, medical waste fees, Medical Therapy Program occupational therapy services, emergency preparedness contracts with Madera County healthcare partners, external lab services, and professional services fees and subcontracts required under the Department's grant programs and for utilization of local non-profits to assist with pandemic emergency response.
- 721500** **Publications & Legal Notices** (\$6,700) is unchanged for new employment recruitments; ads in local area newspapers for health education programs; and public service ads for clinical services and emergency preparedness and response.

DEPARTMENT OF PUBLIC HEALTH

SERVICES & SUPPLIES (continued)

- 721600** **Rents & Leases - Equipment** (\$49,357) is budgeted for charges to the Department for use of County vehicles.
- 721900** **Special Departmental Expense** (\$200,328) is recommended increased \$6,282 for a variety of Department expenses including required laboratory license fees, professional staff licensing renewals, educational materials and client incentives for public health programs.
- 722000** **Transportation & Travel** (\$91,445) is recommended increased \$24,410 for travel and registration costs for required trainings and reimbursement of staff mileage for use of personal vehicles in the course of Department programs' scope of work.
- 722100** **Utilities** (\$95,189) is recommended increased \$46,503 for costs including energy, gas, water and sewer utilities.

OTHER CHARGES

- 730330** **Rents & Leases - Principal** (\$32,412) is recommended decreased \$167,730 primarily due to use of 721600 Rents & Leases – Equipment for internal charges for use of County vehicles as well as decreased need for space leases for COVID pandemic response efforts; expenses in this budget line include the principal portion of all lease and rental payments including leased Department computers, copiers, Chowchilla satellite clinic rent, and storage space.
- 730504** **Rents & Leases - Interest** (\$920) is recommended decreased \$1,332 for the interest portion of all lease and rental payments including leased Department computers.

FIXED ASSETS

- 740300** **Equipment>\$5k** (\$0) is budgeted for known capital asset purchases, a reduction of \$270,000. As any needs are identified these will be brought to the Board for approval.

INTRAFUND TRANSFERS

- 770100** **Intrafund Transfer** (\$3,177,449) is recommended increased \$366,201 for increased costs for Information Technology, Human Resources, and 311 call center support due to COVID response activities. This budget line includes: IT expenses for \$1,243,602 for network fees, required upgrades, help desk tickets, information security, and ONESolution costs; Voice over IP (VoIP) IT and phone costs of \$126,291; Human Resource costs of \$250,000; 311 Customer Service Center costs of \$200,000; Retiree Health Benefits of \$235,000; Environmental Health services for use of REHS staff projected at \$16,000; Live Scan at \$5,000; building and grounds maintenance services projected at \$23,605; rent for the Public Health building and Oakhurst satellite facility of \$916,140; rent for use of space at Department of Social Services at \$100,000; Pollution Insurance at \$12,000; and Central Services Postage costs at \$49,811.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: PUBLIC HEALTH
(06810)
Function: Health & Sanitation
Activity: Health
Fund: General

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | |
| 3353 | Senior Accounting Technician | 2.0 | - | 2.0 | - | - | - | |
| 3205 | Administrative Analyst I or | | | | | | | |
| 3206 | Administrative Analyst II | 9.0 | - | 9.0 | - | - | - | |
| 3209 | Senior Administrative Analyst | - | - | 1.0 | 2.0 | 1.0 | 2.0 | A, B |
| 3205 | Administrative Analyst I or | | | | | | | |
| 3206 | Administrative Analyst II or | | | | | | | |
| 3519 | Health Education Specialist | - | - | 1.0 | - | 1.0 | - | C |
| 3610 | Administrative Assistant | 2.0 | - | 1.0 | - | (1.0) | - | D |
| 4222 | Executive Assistant to the Dept. Head | - | - | 1.0 | - | 1.0 | - | D |
| 4110 | Assistant Public Health Director | 1.0 | - | 1.0 | - | - | - | |
| 3379 | Business Systems Information Analyst I or | | | | | | | |
| 3378 | Business Systems Information Analyst II | 1.0 | - | 1.0 | - | - | - | |
| 3417 | Communicable Disease Investigator | 2.0 | - | - | - | (2.0) | - | E |
| 3417 | Communicable Disease Investigator or | | | | | | | |
| 3535 | Public Health Clinical Services Assistant or | | | | | | | |
| 3519 | Health Education Specialist | - | - | 3.0 | - | 3.0 | - | E |
| 3528 | Community Health & Wellness Assistant or | | | | | | | |
| 3529 | Public Health Case Management Assistant or | | | | | | | |
| 3535 | Public Health Clinical Services Assistant | 7.0 | - | 9.0 | 2.0 | 2.0 | 2.0 | A, F |
| 3502 | Public Health Education Assistant | 9.0 | - | 9.0 | - | - | - | |
| 3196 | Deputy Public Health Director-Clinical & Nursing Service | 1.0 | - | 1.0 | - | - | - | |
| 3197 | Deputy Public Health Director-Operations | 1.0 | - | 1.0 | - | - | - | |
| 3525 | Epidemiologist | 1.0 | - | 1.0 | - | - | - | |
| TBD | Senior Epidemiologist | - | - | 1.0 | - | 1.0 | - | G |

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

| | 2021-22 Authorized Positions | | 2022-23 Proposed Positions | | | Y-O-Y Changes in Positions | |
|--|---|---|---|-----|-------|---|------|
| 4130U Fiscal Manager | 1.0 | - | 1.0 | - | - | - | |
| 3268 Health Education Coordinator | 8.0 | - | 10.0 | 1.0 | 2.0 | 1.0 | A, H |
| 3519 Health Education Specialist | 15.0 | - | 15.0 | 2.0 | - | 2.0 | A |
| 3216 Lab Manager | - | - | 1.0 | - | 1.0 | - | I |
| 3504 Nutrition Assistant I or | | | | | | | |
| 3505 Nutrition Assistant II | 11.0 | - | 11.0 | - | - | - | |
| 3357 Senior Nutrition Assistant | 3.0 | - | 3.0 | - | - | - | |
| 3259 Nutritionist | 2.0 | - | 2.0 | - | - | - | |
| 3260 Registered Dietician | 1.0 | - | 1.0 | - | - | - | |
| 3232 Occupational Therapist | 1.0 | - | - | 1.0 | (1.0) | 1.0 | J |
| 3533 Office Assistant I or | | | | | | | |
| 3534 Office Asssitant II | 2.0 | - | 2.0 | - | - | - | |
| 3503 Therapy Assistant | 1.0 | - | 1.0 | - | - | - | |
| 3233 Physical Therapist | 1.0 | - | 1.0 | - | - | - | |
| 3185 Physical/Occupational Therapy Unit Supervisor | 1.0 | - | 1.0 | - | - | - | |
| 3636 Program Assistant I or | | | | | | | |
| 3637 Program Assistant II | 6.0 | - | 6.0 | - | - | - | |
| 3654 Senior Program Assistant | 2.0 | - | 3.0 | - | 1.0 | - | I |
| 3329 Program Manager | 2.0 | - | 3.0 | - | 1.0 | - | K |
| 2126 Public Health Director | 1.0 | - | 1.0 | - | - | - | |
| 3182 Public Health Laboratory Director (Contract) | 1.0 | - | 1.0 | - | - | - | |
| 3330 Public Health Laboratory Technician | 2.0 | - | 2.0 | - | - | - | |
| 3228 Public Health Microbiologist | 1.0 | - | 1.0 | - | - | - | |
| 2149 Public Health Officer | 1.0 | - | 1.0 | - | - | - | |
| 3198 Public Health Program Manager | 5.0 | - | 5.0 | - | - | - | |
| 3263 Public Health Nurse I or | | | | | | | |
| 3264 Public Health Nurse II | 15.0 | - | 16.0 | - | 1.0 | - | L |
| 3266 Registered Nurse I or | | | | | | | |

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

| | 2021-22 Authorized Positions | | 2022-23 Proposed Positions | | Y-O-Y Changes in Positions | | |
|--|---|----------|---|------------|---|------------|----------|
| 3267 Registered Nurse II or | | | | | | | |
| 3333 Licensed Vocational Nurse I or | | | | | | | |
| 3331 Licensed Vocational Nurse II or | | | | | | | |
| 3535 Public Health Clinical Services Assistant | 2.0 | - | 2.0 | - | - | - | M |
| 3526 Supervising Public Health Nurse | 1.0 | | 1.0 | | - | - | |
| TOTAL | 124.0 | - | 135.0 | 8.0 | 11.0 | 8.0 | |

NOTES:

- A** Reflects the request of the Department to add two (2) unfunded, flexibly staffed Administrative Analyst I/II or Senior Administrative Analyst positions, two (2) unfunded flexibly staffed Community Health & Wellness Assistant, Public Health Case Management Assistant, or Public Health Clinical Services Assistant positions, one (1) unfunded Health Education Coordinator position, and two (2) unfunded Health Education Specialist positions necessary if additional grants are received
- B** Reflects the request of the Department to add one (1) funded Senior Administrative Analyst position for increased program supervisory requirements and fiscal management support
- C** Reflects the request of the Department to increase one (1) flexibly staffed Administrative Analyst I/II or Health Education Specialist position supporting Department workforce development and training for national accreditation and grant requirements
- D** Reflects the request of the Department to decrease one (1) funded Administrative Assistant position and increase (1) funded Executive Assistant to the Director position for increased administrative support
- E** Reflects the request of the Department to decrease two (2) funded Communicable Disease Investigator positions and add three (3) flexibly staffed Communicable Disease Investigator, Health Education Specialist, or Public Health Clinical Services Assistant positions necessary to support communicable disease prevention and investigation program needs
- F** Reflects the request of the Department to increase two (2) flexibly staffed Community Health & Wellness Assistants, Public Health Case Management Assistants, or Public Health Clinical Services Assistants for public communication support for all public health programs
- G** Reflects the Department request to add one (1) funded Senior Epidemiologist position for expanding and supervising epidemiological services
- H** Reflects the request of the Department to increase two (2) funded Health Education Coordinator positions necessary to supervise Department communication staff, assist with management and compliance of mandated health equity efforts for national accreditation and grant requirements, develop partnerships with non-profit and other organizations, develop new funding sources, and develop and supervise new public health grants

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PUBLIC HEALTH
(06810)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

| | 2021-22 Authorized <u>Positions</u> | 2022-23 Proposed <u>Positions</u> | Y-O-Y Changes <u>in Positions</u> |
|----------|---|--|--|
| I | Reflects the request of the Department to add one funded (1) Lab Manager position and one funded (1) flexibly staffed Program Assistant I/II or Senior Program Assistant position for increased oversight, management, and administrative support of Public Health Lab services and staff and support for adding genomic sequencing services for improved pathogen testing. | | |
| J | Reflects the request of the Department to unfund one (1) Occupational Therapist position based on projected use of contracted occupational therapy services at the Department's Medical Therapy Unit | | |
| K | Reflects the request of the Department to add one (1) Program Manager position for management of facility operations, informatics, Public Health information systems, quality improvement, mobile health services, and special projects | | |
| L | Reflects the request of the Department to increase one (1) funded Public Health Nurse I/II position necessary to support increased adult division nursing services caseloads | | |
| M | Reflects the request of the Department to update two (2) funded flexibly staffed Registered Nurse I/II or Licensed Vocational Nurse I/II positions to two (2) funded flexibly staffed Registered Nurse I/II, Licensed Vocational Nurse I/II, or Public Health Clinical Service Assistant positions | | |

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**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: ENVIRONMENTAL
HEALTH (07100)
Function: Health & Sanitation
Activity: Health
Fund: General

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|-------------------------|------------------------------|----------------------------------|-------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| LICENSES, PERMITS & FRANCHISES | | | | |
| 620704 Environmental Health Permits | 1,348,875 | 1,410,000 | 2,220,000 | 2,220,000 |
| 620711 Automation Fee | 19,656 | 20,000 | 22,000 | 22,000 |
| TOTAL LICENSES, PERMITS & FRANCHISES | 1,368,531 | 1,430,000 | 2,242,000 | 2,242,000 |
| FINES, FORFEITURES & PENALTIES | | | | |
| 630307 Other Fines/Forfeitures & Penalties | 2,405 | 25,000 | 25,000 | 25,000 |
| TOTAL FINES, FORFEITURES & PENALTIES | 2,405 | 25,000 | 25,000 | 25,000 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654000 State - Other | 27,823 | 17,953 | 25,000 | 25,000 |
| TOTAL INTERGOVERNMENTAL REVENUE | 27,823 | 17,953 | 25,000 | 25,000 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661800 Environmental Health Fees | 221,301 | 200,000 | 210,000 | 210,000 |
| 662700 Other Charges for Services | 422 | | | |
| TOTAL CHARGES FOR CURRENT SERVICES | 221,723 | 200,000 | 210,000 | 210,000 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 16,873 | 35,411 | 36,664 | 36,664 |
| 673000 Miscellaneous | 96 | 0 | | |
| TOTAL MISCELLANEOUS REVENUE | 16,969 | 35,411 | 36,664 | 36,664 |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfers In | 82,460 | 70,000 | 70,000 | 70,000 |
| TOTAL OTHER FINANCING SOURCES | 82,460 | 70,000 | 70,000 | 70,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>1,719,911</u> | <u>1,778,364</u> | <u>2,608,664</u> | <u>2,608,664</u> |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **ENVIRONMENTAL
HEALTH (07100)**
Function: **Health & Sanitation**
Activity: **Health**
Fund: **General**

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 774,289 | 865,918 | 929,516 | 929,516 |
| 710103 Extra Help | 235,978 | 252,964 | 140,548 | 140,548 |
| 710105 Overtime | 2,661 | 500 | 500 | 500 |
| 710106 Standby-HazMat Emergency Response | 10,949 | 10,000 | 10,000 | 10,000 |
| 710107 Premium Pay | 240 | 0 | 0 | 0 |
| 710110 Uniform Allowance | 2,475 | 0 | 500 | 500 |
| 710200 Retirement | 373,478 | 321,373 | 377,476 | 377,476 |
| 710300 Health Insurance | 158,723 | 172,365 | 184,989 | 184,989 |
| 710400 Workers' Compensation Insurance | 21,604 | 19,135 | 24,684 | 24,684 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 1,580,396 | 1,642,255 | 1,668,213 | 1,668,213 |
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing & Personal Supplies | 554 | 2,500 | 2,000 | 2,000 |
| 720300 Communications | 3,299 | 6,000 | 6,000 | 6,000 |
| 720600 Insurance | 9,818 | 14,109 | 8,951 | 8,951 |
| 720800 Maintenance - Equipment | 0 | 2,000 | 2,000 | 2,000 |
| 721000 Env Testing & Lab Supplies | 0 | 200 | 200 | 200 |
| 721100 Memberships | 1,922 | 2,000 | 2,000 | 2,000 |
| 721300 Office Expense | 5,261 | 18,000 | 18,000 | 18,000 |
| 721400 Professional & Specialized Services | 46,356 | 50,000 | 850,000 | 850,000 |
| 721500 Publications & Legal Notices | 228 | 300 | 300 | 300 |
| 721600 Rents & Leases - Equipment | 12,947 | 0 | 0 | 0 |
| 721600 Rents & Leases - Co Vehicles | 15,769 | 18,000 | 18,000 | 18,000 |
| 721900 Special Departmental Expense | 1,796 | 4,000 | 4,000 | 4,000 |
| 722000 Transportation & Travel | 1,887 | 11,500 | 11,500 | 11,500 |
| TOTAL SERVICES & SUPPLIES | 99,836 | 128,609 | 922,951 | 922,951 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 7,500 | 7,500 | 7,500 |
| TOTAL OTHER CHARGES | 0 | 7,500 | 7,500 | 7,500 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: ENVIRONMENTAL
 HEALTH (07100)
 Function: Health & Sanitation
 Activity: Health
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| INTRAFUND TRANSFER | | | | |
| 770100 Intrafund Expense | 0 | 0 | 10,000 | 10,000 |
| TOTAL INTRAFUND TRANSFER | 0 | 0 | 10,000 | 10,000 |
| <u>TOTAL EXPENDITURES</u> | 1,680,231 | 1,778,364 | 2,608,664 | 2,608,664 |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>(39,679)</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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

| | <u>Actual</u> <u>2020-21</u> | <u>Estimated</u> <u>2021-22</u> | <u>Projected</u> <u>2022-23</u> |
|--|---|--|--|
| CUPA | 4 | 4 | 4 |
| Land Use | 1 | 1 | 1 |
| Food | 4 | 3 | 4 |
| Water Systems | 4 | 4 | 4 |
| Waste Management – Liquid | 1 | 1 | 1 |
| Waste Management – Solid | 1 | 1 | 1 |
| Recreational Health (Pools, Spas, Camps) | <u>1</u> | <u>1</u> | <u>1</u> |
| | <u>16</u> | <u>15</u> | <u>16</u> |

ESTIMATED REVENUES

- 620704** **Environmental Health Permits Fees** (\$2,220,000) is recommended increase of \$810,000 based on projected increase in annual permit fees.

- 620711** **Automation Fee** (\$22,000) is recommended increased based on annual permits. This fee is to provide support and maintenance for computer/tablet replacement, and software to perform Environmental Health daily program functions.

- 630300** **Fines and Penalties** (\$25,000) is recommended unchanged for ongoing Environmental Health Divisions administrative enforcements.

- 654000** **Local Enforcement Agency and State Grants** (\$25,000) is recommended increased \$7,000 based on annual award grant from Cal Recycle for the support of the solid waste facility permit and inspection program and other State grants.

- 661800** **Environmental Health Fees** (\$210,000) is recommended increase of \$10,000 based on projected countywide new business developments in Madera County for the upcoming fiscal year.

- 670000** **Intrafund Revenue** (\$36,664) is recommended increase of \$6,664 based on projected services (Childhood Lead Program and Fire Division Inspections) that 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** (\$929,516) is recommended increased \$63,598 based on the cost of recommended staffing and the increase of permanent position funding by shifting the use of extra help support to permanent staffing. EHD goal is to promote extra help staff to fill permanent vacant REHS positions once they obtain State Registered Environmental Health Specialist (REHS) status and meet the job performance and classification requirements.
- 710103** **Extra Help** (\$140,548) is recommended decrease of \$112,416 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 extra help Environmental Health Specialist to ensure the Division meets its State mandated inspections. EHD goal is to promote extra help staff to fill permanent vacant REHS 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 and training to meet the minimum State standards.
- 710200** **Retirement** (\$377,476) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$184,989) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$24,684) reflects the Division's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$2,000) is recommended decrease of \$500 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 \$500 decreased funding has been moved over to Expenditures 710110 for Uniform Allowance.
- 720300** **Communications** (\$6,000) is recommended unchanged for cellular phone services, equipment and maintenance, including internet access, mobile hot spot for laptop computers and annual services.
- 720600** **Insurance** (\$8,951) reflects the Division's contribution to the County's Self-Insured Liability Program.

CED - ENVIRONMENTAL HEALTH DIVISION

SERVICES & SUPPLIES (continued)

- 720800** **Maintenance - Equipment** (\$2,000) is recommended unchanged for the maintenance/replacement and/or purchase of equipment or materials related to performing environmental health program duties.
- 721000** **Laboratory and Testing Supplies** (\$200) is recommended unchanged to provide the Division with equipment/material and environmental services 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** (\$18,000) is recommended unchanged for general office supplies/equipment, work related supplies/equipment, outsource printing cost, and day-to-day administrative activity.
- 721400** **Professional & Specialized Services** (\$850,000) is recommended to provide specialized laboratory testing/analysis, administrative enforcement activities and annual software maintenance license agreement for EHD database Acella.
- \$ 1,000 Environmental testing of Wastewater/Water, hazardous material, food borne illness investigation, and administrative enforcement/ compliance activity.
 - \$ 49,000 Annual Software License and Support agreement cost for Envision Connect (Accela) and for all State required Environmental Health reporting activities.
 - \$800,000 Environmental Health Division (EHD) System Software Replacement. Expand the Community Economic Development (CED) software system POSSE to include all EHD workflows. Services added would bring online applications to all EH permits so applicants would not be required to enter Madera County Government Center. POSSE would also allow for mobile field inspections out in the field for all CED Divisions. Moving into the existing CED software vendor POSSE would eliminate EH current annual software maintenance fee of \$50,000 per year which has an 5% annual increase. The estimated replacement/upgrade cost would not exceed \$800,000.

CED - ENVIRONMENTAL HEALTH DIVISION

SERVICES & SUPPLIES (continued)

- 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.
- 721601** **Rents & Leases – Co Vehicle** (\$18,000) is recommended unchanged based on current and projected expenses for the rental of vehicles from Central Garage. EHD fleet rental vehicles include two (2) trucks and five (5) sedans with an estimated total mile of 30,000 miles per year.
- 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.
- 722000** **Transportation & Travel** (\$11,500) is recommended unchanged for the cost of registration, meals, and lodging for staff attending meetings, training, seminars, and conferences, to maintain required REHS continuing education units, and to reimburse private mileage costs.

OTHER CHARGES

- 730330** **Rents & Leases – Equipment** (\$7,500) is recommended on current and projected expenses for EHD color copy machine lease option through Ricoh.
- 770100** **Intrafund Expense** (\$10,000) is recommended increase of \$10,000 based on current and projected expenses for Government Center-VoIP phone system.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: ENVIRONMENTAL
HEALTH (07100)
Function: Health & Sanitation
Activity: Health
Fund: General

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 7.0 | 1.0 | 8.0 | | 1.0 | | B |
| 3165 | Senior Registered Environmental Health Specialist | 4.0 | | 4.0 | | - | - | |
| 3172 | Supervising Environmental Health Specialist | 1.0 | - | - | 1.0 | (1.0) | 1.0 | A |
| TOTAL | | 14.0 | 1.00 | 14.0 | 1.00 | - | | |

NOTES:

- A** One (1) FTE Supervising Environmental Health Specialist will be unfunded in FY2022-23
- B** One (1) FTE unfunded Environmental Health Specialist or Registered Environmental Health Specialist I/II or Permit Technician will be funded in FY22-23 based on need of department. This addition is offset by the unfunding of one (1) FTE Supervising Environmental Health Specialist

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: **FAIRMEAD**
 Function: **LINER (11100)**
 Activity: **Liner Fund**
 Fund: **Refuse Enterprise Fund**

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| BEGINNING FUND BALANCE | 4,811,247 | 4,179,845 | 3,800,000 | 3,800,000 |
| <u>ESTIMATED REVENUES:</u> | | | | |
| 640101 Interest on Cash | 24,701 | 25,210 | 15,000 | 15,000 |
| 640300 Rents & Concessions | 8,210 | 0 | 0 | 0 |
| 662100 Sanitation/Landfill Surcharge | 7,810,626 | 8,432,400 | 7,867,564 | 7,867,564 |
| 662101 Landfill Surcharges | 654,297 | 563,800 | 660,944 | 660,944 |
| 670300 Miscellaneous Revenue | 43,301 | 2,500 | 2,500 | 2,500 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>8,541,135</u> | <u>9,023,910</u> | <u>8,546,008</u> | <u>8,546,008</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 0 | 261,740 | 261,628 | 261,628 |
| 710105 Overtime | 0 | 7,500 | 7,500 | 7,500 |
| 710200 Retirement | 0 | 103,256 | 106,247 | 106,247 |
| 710300 Health Insurance | 0 | 69,904 | 47,916 | 47,916 |
| 710400 Workers' Compensation Insurance | 0 | 0 | 0 | 0 |
| TOAL SALARIES & EMPLOYEE BENEFITS | 0 | 442,400 | 423,291 | 423,291 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 10,738 | 14,500 | 15,000 | 15,000 |
| 720500 Household Expenses | 405 | 1,200 | 1,200 | 1,200 |
| 720501 Janitorial | 2,400 | 3,000 | 2,600 | 2,600 |
| 720600 Insurance | 70,731 | 70,731 | 70,731 | 70,731 |
| 720601 General Insurance | 43,170 | 0 | 0 | 0 |
| 720800 Maintenance of Equipment | 265 | 100 | 100 | 100 |
| 720900 Maintenance of Buildings & Improvements | 676 | 2,500 | 2,500 | 2,500 |
| 720907 Maintenance of Water System | 0 | 20,000 | 20,500 | 20,500 |
| 721100 Memberships | 0 | 7,000 | 5,000 | 5,000 |
| 721300 Office Expense | 6,707 | 7,750 | 10,000 | 10,000 |
| 721400 Professional & Specialized Services | 6,321,089 | 6,871,037 | 6,026,964 | 6,026,964 |
| 721403 Audit/Accounting Services | 0 | 78,500 | 50,000 | 50,000 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: FAIRMEAD
 LINER (11100)
 Function: Liner Fund
 Activity: Refuse
 Fund: Enterprise Fund

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--------------------------|-------------------------------------|---|--------------------------------------|
| 721426 Software Maintenance | 4,186 | 29,890 | 65,000 | 65,000 |
| 721500 Publications & Legal Notices | 0 | 200 | 1,000 | 1,000 |
| 721602 Rent/Lease Other Eqpt | 2,819 | 3,000 | 3,000 | 3,000 |
| 721800 Small Tools & Instruments | 0 | 1,500 | 5,000 | 5,000 |
| 721900 Special Departmental Expense | 331,942 | 500,000 | 500,000 | 500,000 |
| 722000 Transportation & Travel | 0 | 3,500 | 3,500 | 3,500 |
| 722100 Utilities | 37,067 | 46,000 | 40,000 | 40,000 |
| TOTAL SERVICES & SUPPLIES | 6,832,196 | 7,660,408 | 6,822,095 | 6,822,095 |
| OTHER CHARGES | | | | |
| 731400 Interfund Expense | 14,188 | 415,000 | 250,000 | 250,000 |
| 731401 Interfund Expend-Cost Plan | 97,744 | 113,433 | 119,842 | 119,842 |
| TOTAL OTHER CHARGES | 111,932 | 528,433 | 369,842 | 369,842 |
| FIXED ASSETS | | | | |
| 740200 Buildings and Improvements | 413,143 | 3,178,995 | 3,312,500 | 3,312,500 |
| TOTAL FIXED ASSETS | 413,143 | 3,178,995 | 3,312,500 | 3,312,500 |
| OTHER FINANCING USES | | | | |
| 750100 Operating Transfers Out-Gen Fund | 70,000 | 70,000 | 70,000 | 70,000 |
| TOTAL OTHER FINANCING USES | 70,000 | 70,000 | 70,000 | 70,000 |
| 770100 Intrafund Transfer | 200,000 | 200,000 | 550,000 | 550,000 |
| 780100 Appropriation for Contingency | 0 | 1,565,919 | 798,280 | 798,280 |
| <u>TOTAL EXPENDITURES</u> | <u>7,627,271</u> | <u>13,203,755</u> | <u>12,346,008</u> | <u>12,346,008</u> |
| <u>USE OF FUND BALANCE (REV - EXP)</u> | <u>(913,864)</u> | <u>4,179,845</u> | <u>3,800,000</u> | <u>3,800,000</u> |

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 (Valley Franchise) and Emadco Disposal is the franchisee for waste collected from areas above the 1,000 ft elevation (Mountain Franchise).

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 a specified minimum tonnage amount of non-franchise waste from the City of Madera and the City of Chowchilla to the Fairmead Landfill.. The parties are negotiating a new 5-year agreement with an expected 2022/2023 minimum tipping fee of \$26.00 for Municipal Solid Waste (MSW), \$20.00/ton for Green and Wood Waste. Annual price adjustments of tipping fees under the contract will be based on Consumer Price Index (CPI).

Public Tipping Fee Rates

On June 15, 2021, the Board of Supervisors approved adjustments to the public tipping fees at the Fairmead Landfill (FL) of \$62.85/ton for MSW, \$32.59/ton for Wood Waste, and \$21.73/ton for Green/Yard Waste. These rates became effective July 1, 2021.

The Board also approved adjustments to the public tipping fees at the North Fork Transfer Station as follows: \$113.47/ton for MSW, \$32.59/ton for Wood Waste, and \$21.73/ton for Green/Yard Waste. These rates became effective July 1, 2021.

All rates are adjusted on July 1st of every year and shall be subject to annual CPI adjustment.

On August 21, 2018, the Board of Supervisors increased the tipping fee for Franchise Haulers (Red Rock and Emadco) from \$40 to \$55 per ton.

**REFUSE DISPOSAL Liner
Fund**

ESTIMATED REVENUES

This budget is funded by landfill surcharges based on the current tipping fees. 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** (\$15,000) is recommended based on interest earned on balance in Liner fund.
- 662100** **Sanitation/Landfill Surcharge** (\$7,867,564) is recommended for payments received from Contracted partners for monthly charges.
- 662101** **Landfill Surcharge** (\$660,944) is recommended for revenue collected from the North Fork transfer station operation.
- 673000** **Miscellaneous** (\$2,500) is recommended for revenue collected for illegal mattress disposal.

EXPENDITURES

- 710102** **Permanent Salaries** (\$261,628) is recommended based on the cost of recommended staffing.
- 710103** **Extra Help** (\$0) is not recommended.
- 710105** **Overtime** (\$7,500) is recommended based on the cost of recommended staffing and historical costs.
- 710200** **Retirement** (\$106,247) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$47,916) is based on the employer's share of health insurance premiums.
- 720300** **Communications** (\$15,000) is recommended increased \$500 for multiple telephone lines, an internet connection for landfill operations, and the alarm system.

EXPENDITURES (continued)

- 720500** **Household Expense** (\$1,200) is recommended unchanged for the purchase of drinking water and other household supplies.
- 720501** **Janitorial** (\$2,600) is recommended reduced \$400 for janitorial services.
- 720600** **Insurance** (\$70,731) is recommended to reflect the Department’s contribution to the County’s Self-Insured Liability Program.
- 720800** **Maintenance of Equipment** (\$100) is recommended for the maintenance of the County car.
- 720900** **Maintenance of Buildings & Improvements** (\$2,500) is recommended for various repairs to the Landfill office.
- 720907** **Maintenance of Water System** (\$20,500) is recommended increased \$500 for Special Districts’ staff time and expenses on repairs on the water system.
- 721100** **Memberships** (\$5,000) is recommended reduced for annual membership fees.
- 721300** **Office Expense** (\$10,000) is recommended increased \$2,250 for the purchase of custom receipt tags and office supplies and postage for monthly statements and information on SB1383.
- 721400** **Professional & Specialized Services** (\$6,026,964) is recommended to provide for the following:
- | | |
|-------------|---|
| \$3,758,026 | Operation and services of the Fairmead Landfill by Redrock Environmental Group, and compaction incentives |
| \$90,800 | Operation and services of the North Fork Transfer Station by Redrock Environmental Group |
| \$1,733,138 | 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) |
| \$270,000 | Professional services related to solid waste operations and SB 1383 implementation |
| \$25,000 | Professional services related to regulatory compliance |
| \$150,000 | Paleontology monitoring |
- 721403** **Audit/Accounting Services** (\$50,000) is recommended reduced \$28,500 for the processing and collection of credit card and ACH payments. This cost was previously paid out of 721400-Professional & Specialized Services.

EXPENDITURES (continued)

- 721426** **Software Maintenance** (\$65,000) is recommended increased \$35,110 to provide for licenses and maintenance of scale house software systems and SB 1383 record keeping and reporting software.
- 721500** **Publications & Legal Notices** (\$1,000) is recommended increased \$800 for notices published in the local newspaper and printing of notices for SB1383.
- 721602** **Rent/Lease Other Equipment** (\$3,000) is recommended unchanged for the rental of copier equipment.
- 721800** **Small Tools & Instruments** (\$5,000) is recommended increased \$3,500 for landfill gas monitoring devices, security camera system and other tools.
- 721900** **Special Departmental Expense** (\$500,000) is recommended unchanged 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.
- 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** (\$3,500) is recommended for training expenses.
- 722100** **Utilities** (\$40,000) is recommended decreased \$6,000 for payment of utilities for the storage of landfill artifacts, the scale house, and the flare (component of the gas extraction system).
- 731400** **Interfund Expense-Staffing** (\$250,000) is recommended decreased \$165,000 for the use of Public Works staff. Staff who work directly for Solid Waste will be charged to the 11100 Salaries & Benefits.
- 731401** **Interfund Expend-Cost Plan** (\$119,842) is recommended to pay for the Liner Funds share of A-87 charges.

EXPENDITURES (continued)

740200 **Buildings and Improvements** (\$3,312,500) is recommended increased for payment of infrastructure costs:

- Landfill gas system improvements - \$425,000
- Low NOx Flare - \$1,540,000
- Design of fill plans - \$50,000
- Groundwater improvements - \$50,000
- MRF Apron Repair - \$443,000
- South Road Improvement - \$529,500
- North Fork Transfer Station site improvements - \$225,000
- Automated scale system software - \$50,000

750100 **Operating Transfer Out – General Fund** (\$70,000) is recommended to pay Environmental Health for their regulatory oversight. 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.

770100 **Intrafund Transfer** (\$550,000) is recommended to transfer money into the Liner Closure Fund.

780100 **Appropriation for Contingency** (\$798,280) is the recommended for appropriation for contingencies.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: Fairmead
Liner (11100)
Function: Liner Fund
Activity: Refuse
Fund: Enterprise Fund

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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) | - | A |
| 3305 | Engineering Technician | 1.0 | - | - | - | (1.0) | - | B |
| 3636 | Program Assistant I or | | | | | | | |
| 3637 | Program Assistant II | 2.0 | - | 2.0 | - | - | - | |
| | Program Manager | - | - | 1.0 | | | | C |
| 3745 | Solid Waste Manager | 1.0 | - | 1.0 | - | - | - | |
| TOTAL | | <u>5.0</u> | <u>-</u> | <u>4.0</u> | <u>-</u> | <u>(2.0)</u> | <u>-</u> | |

NOTES:

- A** This position has moved back to Public Works 01300
- B** This position has moved back to Public Works 01300
- C** A Program Manager is being added to oversee the implementation of SB1383

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **DEPT OF SOCIAL SERVICES
ADMINISTRATION (07500)**
Function: **Public Assistance**
Activity: **Administration**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 650800 State - Pub Assist Admin | 6,575,213 | 8,341,240 | 11,710,831 | 11,710,831 |
| 650910 State - Pub Assist Realignment | 1,090,124 | 4,688,177 | 4,688,177 | 4,688,177 |
| 655000 Federal - Pub Assist Admin | 27,908,873 | 33,345,153 | 37,910,926 | 37,910,926 |
| 659000 Other - Government Agencies | 0 | 274,854 | 274,854 | 274,854 |
| TOTAL INTERGOVERNMENTAL REVENUE | 35,574,210 | 46,649,424 | 54,584,787 | 54,584,787 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662700 Other Charges for Services | 13,083 | 23,421 | 31,856 | 31,856 |
| TOTAL CHARGES FOR CURRENT SERVICES | 13,083 | 23,421 | 31,856 | 31,856 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 INTRAFUND REVENUE | 605,157 | 410,713 | 410,713 | 410,713 |
| 671003 Welfare Repayments | 4,804 | 0 | 0 | 0 |
| 673000 Miscellaneous Revenue | 14,966 | 3,956 | 4,473 | 4,473 |
| TOTAL MISCELLANEOUS REVENUE | 624,926 | 414,669 | 415,186 | 415,186 |
| OTHER FINANCING SOURCES | | | | |
| 680100 Sales of Fixed Assets | 21,060 | 0 | 0 | 0 |
| 680200 Operating Transfers In | 3,485,086 | 4,110,715 | 4,110,715 | 4,110,715 |
| TOTAL OTHER FINANCING SOURCES | 3,506,146 | 4,110,715 | 4,110,715 | 4,110,715 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>39,718,365</u> | <u>51,198,229</u> | <u>59,142,544</u> | <u>59,142,544</u> |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **DEPT OF SOCIAL SERVICES
ADMINISTRATION (07500)**
Function: **Public Assistance**
Activity: **Administration**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 17,409,675 | 20,528,419 | 22,833,558 | 22,833,558 |
| 710103 Extra Help | 434,948 | 861,523 | 861,523 | 861,523 |
| 710105 Overtime | 220,267 | 350,000 | 350,000 | 350,000 |
| 710106 Stand-by Pay | 57,470 | 60,000 | 60,000 | 60,000 |
| 710107 Premium Pay | 55,241 | 0 | 59,516 | 59,516 |
| 710200 Retirement | 6,586,257 | 8,442,451 | 8,870,010 | 8,870,010 |
| 710300 Health Insurance | 3,016,807 | 3,590,800 | 4,318,448 | 4,318,448 |
| 710400 Workers' Compensation Insurance | 695,891 | 616,360 | 795,104 | 795,104 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 28,476,557 | 34,449,553 | 38,148,159 | 38,148,159 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 165,365 | 313,448 | 433,388 | 433,388 |
| 720305 Microwave Radio | 45,322 | 0 | 43,716 | 43,716 |
| 720500 Household Expense | 246,599 | 381,467 | 507,347 | 507,347 |
| 720600 Insurance | 172,460 | 289,806 | 828,196 | 828,196 |
| 720800 Maintenance - Equipment | 45,212 | 75,000 | 95,181 | 95,181 |
| 720900 Maintenance - Structures & Grounds | 91,391 | 186,467 | 239,004 | 239,004 |
| 721100 Memberships | 67,429 | 73,272 | 84,270 | 84,270 |
| 721200 Miscellaneous Expenses | 0 | 0 | 0 | 0 |
| 721300 Office Expense | 876,498 | 1,307,273 | 1,672,489 | 1,672,489 |
| 721400 Professional & Specialized Services | 1,274,912 | 2,782,558 | 3,685,188 | 3,685,188 |
| 721500 Publications & Legal Notices | 783 | 5,775 | 5,775 | 5,775 |
| 721600 Rents & Leases - Equipment | 88,360 | 0 | 0 | 0 |
| 721700 Rents & Leases - Buildings | 132,432 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 538,359 | 924,903 | 1,392,541 | 1,392,541 |
| 722000 Transportation & Travel | 63,335 | 166,280 | 281,195 | 281,195 |
| 722100 Utilities | 342,798 | 203,165 | 670,905 | 670,905 |
| TOTAL SERVICES & SUPPLIES | 4,151,254 | 6,709,414 | 9,939,193 | 9,939,193 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **DEPT OF SOCIAL SERVICES
ADMINISTRATION (07500)**
Function: **Public Assistance**
Activity: **Administration**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| OTHER CHARGES | | | | |
| 730330 Leases | 0 | 352,138 | 364,462 | 364,462 |
| TOTAL OTHER CHARGES | 0 | 352,138 | 364,462 | 364,462 |
| FIXED ASSETS | | | | |
| 740200 Building Improvement | 149,230 | 250,926 | 628,169 | 628,169 |
| 740300 Equipment | 111,410 | 0 | 255,000 | 255,000 |
| TOTAL FIXED ASSETS | 260,641 | 250,926 | 883,169 | 883,169 |
| INTRAFUND TRANSFERS | | | | |
| 770100 Intrafund Expense | 8,897,751 | 10,532,274 | 10,776,642 | 10,776,642 |
| TOTAL INTRAFUND TRANSFER | 8,897,751 | 10,532,274 | 10,776,642 | 10,776,642 |
| <u>TOTAL EXPENDITURES</u> | <u>41,786,202</u> | <u>52,294,305</u> | <u>60,111,624</u> | <u>60,111,624</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>2,067,837</u> | <u>1,096,077</u> | <u>969,081</u> | <u>969,081</u> |

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 and Chowchilla.

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 2022-23, it is anticipated the State will allocate approximately \$8.2 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 2022-23 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 (4) 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 2022-23 Social Services Administrative budget (estimated at \$274,854).

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 2022-23 for Adult Protective Services and a variety of Child Welfare programs.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$22,833,558) are recommended increased \$879,861 based on recommended staffing levels.
- 710103** **Extra Help** (\$861,523) is recommended unchanged based on staffing changes 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.
- 710107** **Premium Pay** (\$59,516) is recommended increased \$59,516 because Premium Pay calculation was included in 710102 in FY21-22.

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SALARIES & EMPLOYEE BENEFITS (continued)

- 710200** **Retirement** (\$8,870,010) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$4,318,448) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$795,104) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$433,388) is recommended increased \$165,262 due to Nuance Communication Mood Media, increased telephone lines for new staff and projected phone charges that include long distance, data and wireless expenses. The IHSS Public Authority will pay \$4,438 as its share of cost for Communications.
- 720500** **Household Expense** (\$507,347) is recommended increased \$125,880 and is used for contractual janitorial service, including Day Porter, rug service and miscellaneous janitorial supplies. The IHSS Public Authority will pay \$4,404 as its share of cost for Household Expense.
- 720600** **Insurance** (\$828,196) is recommended increased \$538,390 and reflects the Department's contribution to the County's Self-Insured Liability Program. The IHSS Public Authority will pay \$19,378 as its share of cost for Insurance.
- 720800** **Maintenance - Equipment** (\$95,181) is recommended increased 20,181 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 \$3,354.75 as its share of cost for equipment maintenance.
- 720900** **Maintenance - Structures and Grounds** (\$239,004) is recommended increased \$172,537. This account includes expenditures for new cameras for interior and exterior, badge access, elevator repairs/maintenance, materials and labor for the maintenance and repair of the buildings done through outside vendors. This also includes miscellaneous repairs. The IHSS Public Authority will pay \$4,646 as its share of cost for Maintenance of Structures.

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

- 721100** **Memberships** (\$84,270) is recommended increased \$10,998 for memberships in the County Welfare Directors' Association – CWDA (\$66,735); the National Association of County Human Services Administrators - NACHSA (\$315); the Local Chapter of the Personnel Management Association-IPMA-CCC (\$404), various Chambers of Commerce (\$457); the United way (\$1,182); the State Bar of California (\$1,148); the National Adult Protective Services Association - NAPSA (\$647); CAPPGPC Principal Renewal (\$520); Canyon Solutions (1,155); CEB (1,640), and the Central Valley Consortium - CCASSC (\$7,264).
- 721300** **Office Expense** (\$1,672,489) is recommended increased \$265,216 for office and photocopy supplies, new furniture for new building in Oakhurst, mailing costs, and computer supplies. The IHSS Public Authority will pay \$20,281 as its share of cost for Office Expense.
- 721400** **Professional & Specialized Services** (\$3,685,188) is recommended decreased \$99,871. The IHSS Public Authority will pay \$31,950 as its share of cost for Professional & Specilized Services. This account also funds the following recommended contractual agreements:

NON CalWORKs PROGRAMS

| | |
|--|------------|
| <u>Staff Training Services</u> (100% State Funded) | \$ 282,209 |
| <u>CSUF</u> – Cohort Training for Child Welfare staff | 133,391 |
| <u>Employee Assistance Plan</u> - Department contribution | 7,046 |
| <u>Reading & Beyond</u> - CalFresh Employment & Training | 160,882 |
| <u>Time Study Buddy</u> – Time Reporting tool for time studies | 49,120 |
| <u>Ongoing Maintenance and Operation</u> - C-IV system | 247,000 |
| <u>Sierra Tel - Card Access System</u> - Ongoing Maintenance | 4,400 |
| <u>CAPMC</u> – Strengthening Families Program | 195,000 |

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

721400 Professional & Specialized Services (continued)

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. | 42,000 |
| <u>Internal Investigator</u> – Legal fees to address personnel complaints and investigations. | 69,300 |
| <u>Fire Extinguisher Training</u> | 158 |
| <u>Choices-</u> (Avertest) Drug Testing | 100,000 |
| <u>Orchid</u> – Translation and Interpreting Service. | 52,500 |
| <u>Golden Years</u> - Residential Home Care APS | 50,000 |
| <u>Native Solutions</u> - Supervised Visits/Drug Testing | 50,000 |
| <u>APS Case Management System</u> – (Jump Technology) | 60,800 |
| <u>Mobile Iron</u> – Software and Training | 9,000 |
| <u>VDI Mobil Solutions</u> | 8,500 |
| <u>Annual IT</u> – Multi-Server for Central Index | 197 |
| <u>CalACES</u> – C-IV KIOSK Ongoing Maintenance (4) | 39,546 |
| <u>BINTI</u> | 42,473 |

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

721400 Professional & Specialized Services (continued)

NON CalWORKs PROGRAMS (continued)

| | |
|---|---------|
| <u>Project Room Key</u> | 75,000 |
| <u>Housing for Harvest</u> | 788,375 |
| <u>PAARP</u> | 46,000 |
| <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>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. | 22,050 |
| <u>BioMetrics4All</u> – Annual maintenance fee for fingerprinting service. | 5,710 |
| <u>Security Guards</u> – Guard at offices/visitations and after-hours alarm response. | 113,850 |
| <u>Adoptions – Out of State Attorney Fees (ICPC)</u> | 20,000 |
| <u>Title IV- E</u> includes programs for Educational Support for Dependent Youth. | 394,476 |
| <u>Fleet GPS Monitoring System</u> – To be able to track staff in county vehicles out in field. | 18,900 |
| <u>ETO</u> – Efforts to Outcome software renewal fee. | 2,400 |

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

721400 Professional & Specialized Services (continued)

NON CalWORKs PROGRAMS (continued)

| | |
|---|---------|
| <u>Community Action Partnership of Madera</u> - Child Forensic Interview Team (CFIT). | 15,146 |
| <u>Centro Binacional</u> | 10,000 |
| <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 | 120,127 |
| <u>First 5 – AmeriCorps</u> – Child Welfare Services prevention program (two staff) | 60,000 |
| <u>Homeless Management Info System (HMIS)</u> –training and report reviewing (three users). | 4,500 |
| <u>Lexis Nexis for Child Welfare and Accurant for Public Guardian</u> | 50,000 |
| <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. | 170,658 |
| <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 |

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

721400 Professional & Specialized Services (continued)

CalWORKs PROGRAMS (continued)

Emergency Child Care Bridge for Foster Children –To provide families with access to child care services following placement of a child. 394,276

My Perfect Resume – Online Service for WtW Career Club customers. 0

Economic Development – Madera County Economic Development Commission (EDC) to provide job creation and business expansion. 55,830

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 \$288 as its share of publication costs.

721900 Special Departmental Expense (\$1,392,541) is recommended decreased \$70,993. The IHSS Public Authority will pay \$1,500 as its share of costs. This account funds the following:

IRS Intercept Fee, Vital Statistics, and Miscellaneous Expenses. \$ 21,000

Adoption Celebration Day - An event to thank parents who have adopted children in Madera County. 3,150

Child Welfare Services – Counseling, reimbursement of mileage, and other related costs. 317,224

Independent Living Skills Program – 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. 48,327

Adult Protective Services – provides emergency and temporary housing, temporary caretakers' costs, wheel chair ramps, apnea monitors, glasses and psychiatric services, Home Safe, and HDAP. This also includes Elder Abuse Month supplies. 136,337

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

721900 Special Departmental Expense (continued)

| | |
|--|---------|
| <u>Preserving Safe and Stable Families</u> – Family support, preservation and reunification. | 184,874 |
| <u>Protech</u> – Annual alarm monitoring for Chowchilla office. | 728 |
| <u>Pride Class</u> – Food and snacks for participant’s children during training classes. | 525 |
| <u>Ergonomic Reviews</u> - Staff special equipment needs. | 5,250 |
| <u>“Fitness for Duty” Medical Exams</u> – Employees - outside agency. | 9,923 |
| <u>Big Brothers, Big Sisters</u> – Mentoring program to assist foster youth. | 9,999 |
| <u>CASA</u> – Advocate recruitment. | 15,000 |
| <u>CASA-ASQ</u> | 51,308 |
| <u>Gas Vouchers</u> | 5,647 |
| <u>CW Counseling</u> | 3,000 |
| <u>CW Inpatient Services</u> | 4,935 |
| <u>Foster Parent Mentor Services</u> | 411 |
| <u>Ticket Report CWS Expense</u> | 200 |
| <u>Runaway Girl</u> | 14,500 |
| <u>Residual bed/services (MRM)</u> | 21,600 |
| <u>Badges</u> – for Social Service employees. | 3,024 |

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

| | | |
|---------------|--|--------|
| 721900 | <u>Special Departmental Expense (continued)</u> | |
| | <u>Magnetar</u> – Badge access monitoring | 25,525 |
| | <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. | 36,750 |
| | <u>Child and Family Teams</u> – Funding to coordinate care and case planning for all children and youth in the Child Welfare System. | 52,500 |
| | <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 |
| | <u>California Youth Connection</u> | 15,250 |
| | <u>First Aid and CPR and CWS supplies</u> | 10,500 |
| | <u>Playroom Supplies</u> | 4,200 |
| | <u>Out of Home Advisory Board Committee – CWS</u> | 5,250 |
| | <u>Magnetar</u> – Intrusion monitoring for new complex | 2,945 |

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

SERVICES & SUPPLIES (continued)

- 722000** **Transportation & Travel** (\$281,195) is recommended increased \$114,915 and is used for anticipated training sessions for staff, cost of gasoline, and maintenance purchased from Central Garage. The IHSS Public Authority will pay \$1,750 as its share of costs.
- 722100** **Utilities** (\$670,905) is recommended increased \$267,740 to provide for the Department's share of the County's utility cost. The IHSS Public Authority will pay \$4,155 as its share of cost for Utilities.
- 730330** **Leases** (\$364,462) is recommended increased \$12,324 for the lease of 15 copy machines (\$83,958), new machine for mailroom (\$29,966), postage machine (\$8,486) and miscellaneous rentals (\$1,050). The Oakhurst Office (\$96,019); the Chowchilla Office (\$114,331) and rented storage spaces (\$2,646). The IHSS Public Authority will pay (\$37,185) as its share of costs. New building rent will be paid through intrafund account.

FIXED ASSETS

- 740200** **Building Improvement** (\$628,169) is recommended increased \$157,243 to accommodate building improvements for Building B ADA Parking (\$26,250), Ricoh Secure Print (\$5,000.00), Additional Cubicles (\$25,000.00), Paint Chowchilla (\$4,200.00), Cameras Chowchilla (\$12,600.00), Cameras Oakhurst (\$12,600.00), TVs Oakhurst (\$3,570.00), Additional Access Control (\$15,750.00), Lobby Music (\$5,000.00), PA System (\$40,000.00), Chowchilla handicap access and doors (\$5,250.00), Storage System CWS Files (\$55,000.00), HHS Complex Window Cleaning (\$4,095.00), HHS Complex Pressure washing and Window Cleaning (\$5,512.50), Interior and Exterior cameras (\$87,828.64) and for Chowchilla Interview Rooms (\$5,551.64).
- 740300** **Equipment** (\$255,000) is recommended increased \$255,000 to purchase the following fixed assets:
- Vehicles**
- 5 **Four-Door Sedan** – (R) (\$27,000 each) to replace high mileage vehicles # 406, #412, #418, #434, #435
- 3 **Van** – (R) (\$30,000 each) to replace high mileage Van #409, #427, #431
- 1 **SUV** – (R) (\$30,000 each) to replace high mileage SUV #429

INTRAFUND TRANSFER

- 770100** **Intrafund Expense** (\$10,776,642) is recommended increased \$244,368 to reimburse departments for services provided, including Human Resources (\$505,810), Building and Improvements (\$307,681), Building Maintenance (\$45,500), Grounds Maintenance (\$23,550), Employee Share Retiree Health (\$851,342) and Information Technology (\$3,701,552), New building rent (\$3,175,200).

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

INTRAFUND TRANSFER (continued)

770100 Intrafund Expense (continued)

| | |
|---|-----------|
| <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. | 635,878 |
| <u>Public Health Irrigation Water Meter</u> | 10,709 |
| <u>Public Health</u> – TB Testing | 405 |
| <u>Public Health</u> – TST Testing | 1,200 |
| <u>Public Health</u> – CalWORKs Home Visitation Initiative | 495,287 |
| <u>Public Health</u> – Drug Testing for Child Welfare clients | 42,000 |
| <u>Public Guardian</u> – PG staff timestudy to Medi-Cal | 167,766 |
| <u>EDC Contract</u> – CAO for 25% of contract amount | 57,676 |
| <u>General Services</u> – Fire System Testing, Inspections, Monitoring | 14,771 |
| <u>New building rent</u> – Monthly \$264,600 rent paid to CAO | 3,175,200 |
| <u>Human Resources Live-Scan</u> | 22,050 |
| <u>Property Insurance</u> | 38,526 |

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

FUND SOURCES

| | <u>Total Cost</u> | <u>Local Cost</u> | <u>Federal/State Cost</u> |
|--|-------------------|--------------------|---------------------------|
| Department of Social Services – Administration | \$60,111,684 | \$10,136,066 | \$49,975,558 |
| Local Match | | \$6,025,351 | |
| Less Realignment Covering County Match | | (\$4,080,853) | |
| Net County Match | | \$1,944,498 | |

Net County Match for Admin is covered by

- \$975,417 = A-87 Reimbursements Owed to GF
- \$969,081 = NCC allocated by CAO for the 2022-23

DEPARTMENT OF SOCIAL SERVICES - ADMINISTRATION

FUND SOURCES

| | <u>Total Cost</u> | <u>Local Cost</u> | <u>Federal/State Cost</u> |
|--|--------------------------|--------------------------|----------------------------------|
| Department of Social Services – Administration | \$60,111,624 | \$10,136,066 | \$49,975,558 |
| Department of Social Services - Public Assistance Programs | 52,789,954 | 15,743,601 | 37,046,353 |
| Department of Social Services - General Relief | <u>763,998</u> | <u>763,998</u> | <u>0</u> |
| TOTAL | \$113,665,576 | \$26,643,665 | \$87,021,911 |
| Less Estimated DSS 1991 State Realignment for 2022-23 | | (\$12,252,344) | |
| Other Admin Revenue ⁽¹⁾ | | (685,567) | |
| Other Assist Revenue ⁽²⁾ | | (290,000) | |
| Other General Fund Revenue ⁽³⁾ | | (65,669) | |
| Transfer Health Realignment | | (497,751) | |
| Transfer BHS State Realignment | | (393,990) | |
| 2011 Realignment Transfer In (Admin) | | (4,110,715) | |
| 2011 Realignment Transfer In (Assist) | | (4,964,984) | |
| ESTIMATED COUNTY TOTAL NET COST | | \$3,382,646 | |

⁽¹⁾Other revenue includes inter/intrafund transfers from Public Authority and Public Guardian.

⁽²⁾Other revenue includes collections received from various sources for overpayments of warrants issued for Foster Care, CalFresh and CalWORKS.

⁽³⁾Other revenue includes collections received from County burial and General Assistance repayments.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: DEPT OF SOCIAL SERVICES
 ADMINISTRATION (07510)
 Function: Public Assistance
 Activity: Administration
 Fund: General

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 9.0 | - | 9.0 | - | - | - | |
| 3600 | Account Clerk Supervisor I or | | | | | | | |
| 3703 | Account Clerk Supervisor II | 1.0 | - | 1.0 | - | - | - | |
| 3349 | Accounting Technician I or | | | | | | | |
| 3354 | Accounting Technician II | 4.0 | - | 4.0 | - | - | - | |
| 3205 | Administrative Analyst I or | | | | | - | - | |
| 3206 | Administrative Analyst II | 10.0 | - | 11.0 | - | 1.0 | - | A |
| 3610 | Administrative Assistant | 1.0 | - | 1.0 | - | - | - | |
| 3377 | Business Systems Information Analyst I or | | | | | | | |
| 3378 | Business Systems Information Analyst II | 3.0 | - | 3.0 | - | - | - | |
| 3684 | Central Services Assistant | 2.0 | - | 1.0 | - | (1.0) | - | B |
| 3688 | Central Services Worker | 1.0 | - | 1.0 | - | - | - | |
| 3221 | Deputy County Counsel I or | | | | | | | |
| 3222 | Deputy County Counsel II or | | | | | | | |
| 3223 | Deputy County Counsel III | 3.0 | - | 3.0 | - | - | - | |
| 3132 | Deputy Director-Welfare | 3.0 | - | 3.0 | - | - | - | |
| 2129 | Director of Social Services | 1.0 | - | 1.0 | - | - | - | |
| 3340 | Eligibility Supervisor | 17.0 | - | 17.0 | - | - | - | |
| 3341 | Eligibility Worker I or | | | | | | | |
| 3342 | Eligibility Worker II | 64.0 | - | 64.0 | - | - | - | |
| 3343 | Eligibility Worker III | 28.0 | - | 28.0 | - | - | - | |
| 3281 | Employment and Training Worker I or | | | | | | | |
| 3282 | Employment and Training Worker II | 19.0 | - | 19.0 | - | - | - | |
| 3283 | Employment and Training Worker III | 7.0 | - | 7.0 | - | - | - | |
| 3280 | Employment and Training Worker Supervisor | 4.0 | - | 4.0 | - | - | - | |
| 4222 | Executive Assistant to the Department Head | 1.0 | - | 1.0 | - | - | - | |
| 4130U | Fiscal Manager | 1.0 | - | 1.0 | - | - | - | |
| 3533 | Office Assistant I or | | | | | | | |

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **DEPT OF SOCIAL SERVICES
ADMINISTRATION (07510)**
Function: **Public Assistance**
Activity: **Administration**
Fund: **General**

| | 2021-22 Authorized Positions | | 2022-23 Proposed Positions | | Y-O-Y Changes in Positions | |
|--------------------------------------|---|----------|---|-------------|---|-------------|
| 3534 Office Assitant II | 41.0 | - | 42.0 | - | 1.0 | B |
| 3633 Office Assistant III | 11.0 | - | 11.0 | - | - | |
| 3681 Office Services Supervisor I or | 9.0 | - | 9.0 | - | - | |
| 3682 Office Services Supervisor II | 2.0 | - | 2.0 | - | - | |
| 3639 Personnel Assistant | 3.0 | - | 3.0 | - | - | |
| 3636 Program Assistant I or | 3.0 | - | 3.0 | - | - | |
| 3637 Program Assistant II | 2.0 | - | 2.0 | - | - | |
| 3637U Program Assistant II | 1.0 | - | 1.0 | - | - | |
| 3169 Program Manager I | 8.0 | - | 8.0 | - | - | E |
| 3683 Program Manager Secretary | 4.0 | - | 4.0 | - | - | |
| 3703 Senior Accounting Technician | 3.0 | - | 3.0 | 1.0 | 1.0 | F |
| 3209 Senior Administrative Analyst | 2.0 | - | 2.0 | - | - | |
| 3654 Senior Program Assistant | 1.0 | - | 1.0 | - | - | |
| 3537 Social Service Aide | | | | 13.0 | 13.0 | G |
| 3286 Social Worker I or | | | | | | |
| 3287 Social Worker II or | | | | | | |
| 3288 Social Worker III or | | | | | | |
| 3289 Social Worker IV | 72.0 | - | 77.0 | - | 5.0 | C |
| 3284 Social Worker Supervisor I or | | | | | | |
| 3285 Social Worker Supervisor II | 17.0 | - | 18.0 | - | 1.0 | D |
| 3290 Staff Services Manager I | 1.0 | - | 1.0 | - | - | |
| 3520 Vocational Trainee or | | | | | | |
| 3521 Vocational Assistant | 11.0 | - | 11.0 | - | - | |
| TOTAL | 370.0 | - | 377.0 | 14.0 | 7.0 | 14.0 |

NOTES:

- A** Adding one (1) FTE Administrative Analyst I/II to address FFPSA and APS related contracting and monitoring
- B** Deleting one (1) FTE Central Services Assistant and replacing with one (1) Office Assistant to allow for greater flexibility in staffing
- C** Adding five (5) FTE Social Worker I/II/III/IV staff necessary to address the CWS FFPSA additional responsibilities
- D** One (1) FTE Social Worker Supervisor needed as a result of additional line staff and program rules and complexity
- E** Reflects one (1) FTE Program Manager position for Public Authority.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: DEPT OF SOCIAL SERVICES
 ADMINISTRATION (07510)
 Function: Public Assistance
 Activity: Administration
 Fund: General

**2021-22
 Authorized
 Positions**

**2022-23
 Proposed
 Positions**

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

- F Adding one (1) Sr. Accounting Technician unfunded position that will replace Account Clerk Supervisor I position.
- G Adding thirteen (13) FTE unfunded Social Service Aide (SSA) positions that will be filled in July 2022. These positions will replace Office Assistants (OA) / Vocational Assistants (VA) filled positions.

COUNTY OF MADERA
 BUDGET UNIT EXPENDITURE DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: DEPT. OF SOCIAL SERVICES
 (SS-MEDICAL 07513)
 Function: MEDICAL NAVIGATOR PROJECT
 Activity: PUBLIC ASSISTANCE
 Fund: General

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|-----------------------|------------------------------|----------------------------------|-------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 655006 FED- SOC SVCS ADMIN | 442,102 | 228,391 | 0 | 0 |
| TOTAL CHARGES FOR CURRENT SERVICES | 442,102 | 228,391 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>442,102</u> | <u>228,391</u> | <u>0</u> | <u>0</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721300 Office Expense | 5,911 | 5,600 | 0 | 0 |
| 722000 Transportation & Travel | 0 | 2,000 | 0 | 0 |
| TOTAL SERVICES & SUPPLIES | 5,911 | 7,600 | 0 | 0 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 3,000 | 0 | 0 |
| TOTAL OTHER CHARGES | 0 | 3,000 | 0 | 0 |
| INTRAFUND TRANSFER | | | | |
| 770100 Intrafund Expense | 438,008 | 217,791 | 0 | 0 |
| TOTAL INTRAFUND TRANSFER | 438,008 | 217,791 | 0 | 0 |
| <u>TOTAL EXPENDITURES</u> | <u>443,919</u> | <u>228,391</u> | <u>0</u> | <u>0</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>1,817</u> | <u>0</u> | <u>0</u> | <u>0</u> |

DEPARTMENT OF SOCIAL SERVICES – MEDI-CAL NAVIGATOR

COMMENTS

This budget contains operating funds to administer the Medi-Cal Navigator Project.

This grant program expired December 2021.

BACKGROUND

AB 74 authorizes the California Department of Health Care Services (DHCS) to manage and fund Medi-Cal outreach, enrollment, retention, and troubleshooting services through 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** (\$0) is recommended for office and photocopy supplies, mailing costs, and computer supplies.

722000 **Transportation & Travel** (\$0) is recommended for anticipated training sessions for staff, cost of gasoline, and maintenance purchased from Central Garage.

770000 **Intrafund Expense** (\$0) is recommended to reimburse salaries and benefits for social services staff.

OTHER CHARGES

730330 **Rents & Leases – Principal** (\$0) is recommended for lease of copy machine expense, folding machine expense, postage machine and miscellaneous rentals.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: DEPT. OF SOCIAL SERVICES
 GENERAL RELIEF (07520)
 Function: Public Assistance
 Activity: General Relief
 Fund: General

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|--------------------------|-------------------------------------|---|--------------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| LICENSES, PERMITS & FRANCHISES | | | | |
| 620705 Indigent Burial Permits | 2,188 | 1,759 | 1,759 | 1,759 |
| TOTAL LICENSES, PERMITS & FRANCHISES | 2,188 | 1,759 | 1,759 | 1,759 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661600 Recording Fees | 0 | | | |
| 662726 Welfare Burial Reimbursements | 12,754 | 10,486 | 10,486 | 10,486 |
| TOTAL CHARGES FOR CURRENT SERVICES | 12,754 | 10,486 | 10,486 | 10,486 |
| MISCELLANEOUS REVENUE | | | | |
| 671000 Welfare Repayments | 51,692 | 53,424 | 53,424 | 53,424 |
| TOTAL MISCELLANEOUS REVENUE | 51,692 | 53,424 | 53,424 | 53,424 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>66,634</u> | <u>65,669</u> | <u>65,669</u> | <u>65,669</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721400 Professional & Specialized Services | 179,681 | 398,352 | 356,970 | 356,970 |
| TOTAL SERVICES & SUPPLIES | 179,681 | 398,352 | 356,970 | 356,970 |
| OTHER CHARGES | | | | |
| 730100 Support and Care of Persons | 118,751 | 328,563 | 407,028 | 407,028 |
| 731305 Contributions to Other Agencies | 0 | | | |
| TOTAL OTHER CHARGES | 118,751 | 328,563 | 407,028 | 407,028 |
| <u>TOTAL EXPENDITURES</u> | <u>298,432</u> | <u>726,915</u> | <u>763,998</u> | <u>763,998</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>231,798</u> | <u>661,246</u> | <u>698,329</u> | <u>698,329</u> |

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** (\$356,970) decreased \$41,382 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 (\$57,000), and maintenance of graves (\$19,828).

OTHER CHARGES

730100 **Support & Care of Persons** (\$407,028) is recommended increased \$78,465 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 2022-23

Department: DEPT. OF SOCIAL SERVIC
 PUBLIC ASST. PROGRAM
 Function: Public Assistance
 Activity: Aids Programs
 Fund: General

| | <u>ACTUAL</u> 2020-21 | <u>BOARD</u> <u>APPROVED</u> 2021-22 | <u>DEPARTMENT</u> <u>REQUEST</u> 2022-23 | <u>CAO</u> <u>RECOMMENDED</u> 2022-23 |
|---|--------------------------|--|--|---|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 650900 State Intergovernment Revenue | 31,535,625 | 25,853,071 | 26,957,271 | 26,957,271 |
| 655000 Federal Intergovernment Revenue | 6,447,667 | 19,393,042 | 18,862,463 | 18,862,463 |
| TOTAL INTERGOVERNMENTAL REVENUE | 37,983,292 | 45,246,113 | 45,819,734 | 45,819,734 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662305 FOSTER CARE | 128,272 | 80,000 | 80,000 | 80,000 |
| TOTAL CHARGES FOR CURRENT SERVICES | 128,272 | 80,000 | 80,000 | 80,000 |
| MISCELLANEOUS REVENUE | | | | |
| 671000 Welfare Misc Revenue | 333,239 | 210,000 | 210,000 | 210,000 |
| TOTAL MISCELLANEOUS REVENUE | 333,239 | 210,000 | 210,000 | 210,000 |
| OTHER FINANCING SOURCES | | | | |
| 680200 OPERATING TRANSFERS IN | 3,408,025 | 5,335,061 | 4,964,984 | 4,964,984 |
| TOTAL OTHER FINANCING SOURCES | 3,408,025 | 5,335,061 | 4,964,984 | 4,964,984 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>41,852,828</u> | <u>50,871,174</u> | <u>51,074,718</u> | <u>51,074,718</u> |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: DEPT. OF SOCIAL SERVIC
 PUBLIC ASST. PROGRAM
 Function: Public Assistance
 Activity: Aids Programs
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>EXPENDITURES:</u> | | | | |
| 730101 CalWORKS | | | | |
| Federal | 9,176,579 | 10,330,080 | 10,717,080 | 10,717,080 |
| State | 0 | 0 | 0 | 0 |
| 2011 Realignment | 13,942,710 | 15,695,316 | 16,283,316 | 16,283,316 |
| County* | 592,802 | 667,318 | 692,318 | 692,318 |
| Total Aid for CalWORKS | 23,712,091 | 26,692,714 | 27,692,714 | 27,692,714 |
| 730104 Foster Care | | | | |
| Federal | 2,163,829 | 4,526,378 | 2,962,883 | 2,962,883 |
| State | 0 | 0 | 0 | 0 |
| 2011 Realignment | 3,185,741 | 3,868,991 | 4,362,164 | 4,362,164 |
| County* | 2,236,358 | 2,452,777 | 3,062,195 | 3,062,195 |
| Total Foster Care | 7,585,929 | 10,848,146 | 10,387,242 | 10,387,242 |
| 730105 Welfare to Work | | | | |
| Federal | 139,527 | 424,500 | 509,400 | 509,400 |
| State | 24,816 | 75,500 | 90,600 | 90,600 |
| County* | 0 | 0 | 0 | 0 |
| Total Welfare to Work | 164,342 | 500,000 | 600,000 | 600,000 |
| 730107 In-Home Supportive Service | | | | |
| County* | 4,779,243 | 5,677,797 | 5,677,797 | 5,677,797 |
| Total In-Home Supportive Service | 4,779,243 | 5,677,797 | 5,677,797 | 5,677,797 |
| 730111 Aid For Adopted Children | | | | |
| Federal | 2,194,855 | 3,182,855 | 2,551,273 | 2,551,273 |
| State | 0 | 0 | 0 | 0 |
| 2011 Realignment | 1,219,364 | 1,860,162 | 1,417,374 | 1,417,374 |
| County* | 1,463,237 | 626,479 | 1,700,849 | 1,700,849 |
| Total Aid For Adopted Children | 4,877,457 | 5,669,496 | 5,669,496 | 5,669,496 |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: DEPT. OF SOCIAL SERVIC
 PUBLIC ASST. PROGRAM
 Function: Public Assistance
 Activity: Aids Programs
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|---|---------------------------------|---|---|--|
| <u>EXPENDITURES (continued)</u> | | | | |
| 730118 Cal-Learn | | | | |
| Federal | 9,400 | 20,172 | 20,172 | 20,172 |
| State | 621 | 1,333 | 1,333 | 1,333 |
| Total Cal-Learn | 10,021 | 21,505 | 21,505 | 21,505 |
| 730119 CalWORKS Child Care | | | | |
| Federal | 535,457 | 835,506 | 923,006 | 923,006 |
| State | 76,494 | 119,358 | 131,858 | 131,858 |
| Total CalWORKS Child Care | 611,951 | 954,864 | 1,054,864 | 1,054,864 |
| 730125 KIN GAP | | | | |
| Federal | 455,317 | 730,938 | 659,286 | 659,286 |
| State | 341,488 | 562,822 | 494,465 | 494,465 |
| County* | 113,830 | 168,116 | 164,822 | 164,822 |
| Total KIN GAP | 910,635 | 1,461,876 | 1,318,573 | 1,318,573 |
| 730126 Cash Assistance Program for Immigrants | | | | |
| State | 26,578 | 70,010 | 48,548 | 48,548 |
| Total Cash Assistance for Immigrants | 26,578 | 70,010 | 48,548 | 48,548 |
| 730129 Housing Assistance/ Transitional Housing Program 2011 Realignment | 188,757 | 280,000 | 319,215 | 319,215 |
| Total Housing Asst/Transitional Housing Program | 188,757 | 280,000 | 319,215 | 319,215 |
| <u>TOTAL EXPENDITURES</u> | 42,867,004 | 52,176,408 | 52,789,954 | 52,789,954 |
| <u>NET COUNTY COST (EXP - REV)</u> | 1,014,176 | 1,305,234 | 1,715,236 | 1,715,236 |

* 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 2022-23 is estimated at **\$8.7 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 2022-23 is estimated at \$4,362,164 and \$1,417,374. respectively, for these two programs. Additional revenue is estimated at \$16,283,316 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 2022-23, 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 (\$27,692,714) is recommended increased \$1,000,000. Overall local share is equivalent to 2.5 percent (\$692,318) of program costs. Realignment revenue is estimated at \$16,283,316.

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 (\$10,387,242) is recommended decreased of \$460,904. The County share is estimated at \$2,542,833, which is partially offset with revenues not specific to a Program. For 2022-23, 2011 Realignment is estimated at \$3,482,245, 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

WELFARE TO WORK (WTW)

Appropriations (\$600,000) is recommended increased \$100,000 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 \$77,264,978.40, of which the County share is estimated at \$5,677,797, which is no change from FY 2021-22. The increase is due to State mandate. FY21-22 MOE amount is \$5,423,800. In accordance with Welfare and Institutions Code section 12306.16 enacted in SB 80 (Chapter 27, Statutes of 2019), the FY 2019-20 IHSS County MOE was rebased to \$4,563,933. Beginning FY 2020-21, an annual inflation factor of four percent is applied to the preliminary MOE. The MOE covers IHSS services, as IHSS administration was moved outside of the MOE and became funded using a capped General Fund (GF) allocation.

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 \$15.50. IHSS PA Board approved the provider wage increase for \$.50 effective November 17, 2020 - December 2022.

AID FOR ADOPTED CHILDREN

Appropriations (\$5,669,496) no change is recommended, 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 \$1,417,374 which is funded by sales tax revenue.

CAL-LEARN

Appropriations (\$21,505) no change is recommended. 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.

DEPARTMENT OF SOCIAL SERVICES - PUBLIC ASSISTANCE PROGRAMS

CalWORKs CHILD CARE

Appropriations (\$1,054,864) is recommended increased \$100,000. For 2022-23 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 (\$1,318,573) are recommended decrease of \$143,303. 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.

CASH ASSISTANCE PROGRAM FOR IMMIGRANTS

Appropriations (\$48,548) is recommended decrease \$21,462. 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 (\$319,215) no change is recommended. 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.

DEPARTMENT OF SOCIAL SERVICES - PUBLIC ASSISTANCE PROGRAMS

**TOTAL COUNTY COST OF
DEPARTMENT OF SOCIAL SERVICES PUBLIC ASSISTANCE PROGRAMS**

| | Estimated <u>2021-22</u> | Recommended <u>2022-23</u> |
|------------------------------|-------------------------------------|---------------------------------------|
| County Share | (\$9,592,487) | (\$10,778,618) |
| Less: | | |
| Other Revenue ⁽¹⁾ | (\$290,000) | (\$290,000) |
| DSS 1991 Realignment | (\$7,997,253) | (\$8,773,382) |
| NET COUNTY COST | \$1,305,233 | \$1,715,236 |

(1) Other Revenue includes collections received from various sources for overpayments of warrants issued for Foster Care and CalWORKs.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **IHSS Public Authority
(77070)**
Function: **Public Assistance**
Activity: **Public Assistance**
Fund: **IHSS Public Authority**

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|----------------------------------|--|--|---|
| <u>ESTIMATED REVENUES:</u> | | | | |
| REVENUE FROM USE OF MONEY/PROP | | | | |
| 640101 INTEREST ON CASH | 486 | 0 | 0 | 0 |
| TOTAL REVENUE FROM USE OF MONEY/PROP | 486 | 0 | 0 | 0 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 650809 ST - ADMIN IHSS ADV | 93,990 | 0 | | |
| 650810 ST - ADMIN SOC SVS | 98,023 | 203,478 | 147,869 | 147,869 |
| 650910 ST-PUB ASSIST REALIGNMENT | 53,012 | 0 | 122,446 | 122,446 |
| 655006 FED - SOC SVC ADMIN | (17,969) | 203,478 | 147,869 | 147,869 |
| TOTAL INTERGOVERNMENTAL REVENUE | 227,057 | 406,956 | 418,184 | 418,184 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>227,543</u> | <u>406,956</u> | <u>418,184</u> | <u>418,184</u> |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 3,500 | 4,227 | 4,438 | 4,438 |
| 720500 Household Expense | 2,900 | 3,829 | 4,404 | 4,404 |
| 720601 General Insurance | 5,457 | 16,850 | 19,378 | 19,378 |
| 720800 Maintenance - Equipment | 1,900 | 3,195 | 3,355 | 3,355 |
| 720900 Maintenance - Structures & Grounds | 270 | 4,425 | 4,646 | 4,646 |
| 721300 Office Expense | 12,350 | 16,901 | 20,281 | 20,281 |
| 721400 Professional & Specialized Services | 11,163 | 31,950 | 31,950 | 31,950 |
| 721500 Publications & Legal Notices | 0 | 288 | 288 | 288 |
| 721700 Rents &Leases - Building | 35,000 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 1,500 | 1,500 | 1,500 | 1,500 |
| 722000 Transportation & Travel | 1,200 | 1,750 | 1,750 | 1,750 |
| 722100 Utilities | 1,902 | 2,187 | 4,155 | 4,155 |
| TOTAL SERVICES & SUPPLIES | 77,141 | 87,102 | 96,145 | 96,145 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **IHSS Public Authority
(77070)**
Function: **Public Assistance**
Activity: **Public Assistance**
Fund: **IHSS Public Authority**

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|---|----------------------------------|--|--|---|
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 35,000 | 37,185 | 37,185 |
| 730700 Judgements & Damages | 0 | 10,000 | 10,000 | 10,000 |
| 731401 INTERFUND EXPEND - COST PLAN | 150,402 | 274,854 | 274,854 | 274,854 |
| TOTAL OTHER CHARGES | 150,402 | 319,854 | 322,039 | 322,039 |
| <u>TOTAL EXPENDITURES</u> | <u>227,543</u> | <u>406,956</u> | <u>418,184</u> | <u>418,184</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 2021-22 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 \$15.50.

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 2,545 recipients in Madera County and approximately 2,227 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** (\$418,184) is the anticipated state and federal revenues for fiscal year 2022-23.

SERVICES AND SUPPLIES

720300 **Communications** (\$4,438) is recommended increased \$211 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** (\$4,404) is recommended increased \$575 for pro-rated costs associated with janitorial and rug services based on co-locating with the Department of Social Services.

720700 **General Insurance** (\$19,378) is recommended increased \$2,528 for primary liability coverage for the Authority.

720800 **Maintenance - Equipment** (\$3,355) is recommended increased \$160 for repairs associated with the maintenance of office equipment.

720900 **Maintenance - Structures & Grounds** (\$4,646) is recommended increased \$221 for the pro-rated costs for building and grounds maintenance.

721300 **Office Expense** (\$20,281) is recommended increased \$3,380 for estimated cost of office supplies, postage, subscriptions, and computer supplies.

721400 **Professional & Specialized Services** (\$31,950) is recommended unchanged to provide a Consumer & Provider Newsletter, consultants for needs assessments, program evaluation and training (\$1,000), Registry and Database software (\$8,775), and Social Services Professional Services – Salaries and Benefit of Contracted Employees (\$17,000). This account also provides for the estimated costs of professional services which will be purchased by the Authority including:

| | |
|---------|--|
| \$1,150 | Auditor - Controller's Office professional services and annual audit |
| \$1,725 | Information Technology professional services and installation of equipment |
| \$1,150 | Human Resources professional services |
| \$1,150 | Administrative Management and Risk Management professional services |

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

SERVICES AND SUPPLIES (continued)

- 721500** **Publications and Legal Notices** (\$288) is recommended unchanged and represents the projected costs for advertising for providers in local newspapers, radio, TV, etc.
- 721900** **Special Departmental Expense** (\$1,500) is recommended unchanged. This account is used to purchase materials to promote the Registry to providers and consumers.
- 722000** **Transportation & Travel** (\$1,750) is recommended unchanged for the projected costs for travel and training, mileage reimbursement for use of private vehicles, and use of Social Services' vehicles.
- 722100** **Utilities** (\$4,155) is recommended increased \$1,968 for the projected shared costs for the use of utilities in the Social Services facilities.
- 730330** **Rents & Leases** (\$37,185) is recommended increased \$2,185 for shared costs for use equipment and of 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** (\$274,854) is recommended unchanged 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 2022-23

Department: PUBLIC GUARDIAN
 (08020)
 Function: Public Asst./Pub. Protection
 Activity: Other Protection
 Fund: General

| | ACTUAL EXPENDITURES <u>2020-21</u> | BOARD APPROVED EXPENDITURES <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|--|--|---|---|--------------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 661300 Estate Fees | 102,289 | 100,000 | 60,000 | 60,000 |
| TOTAL CHARGES FOR CURRENT SERVICES | 102,289 | 100,000 | 60,000 | 60,000 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 INTRAFUND REVENUE | 60,435 | 229,552 | 259,886 | 259,886 |
| TOTAL CHARGES FOR MISCELLANEOUS REVENUE | 60,435 | 229,552 | 259,886 | 259,886 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>162,724</u> | <u>329,552</u> | <u>319,886</u> | <u>319,886</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 209,080 | 299,090 | 273,723 | 273,723 |
| 710107 Premium Pay | 592 | 0 | 0 | 0 |
| 710200 Retirement | 78,726 | 94,958 | 97,557 | 97,557 |
| 710300 Health Insurance | 35,951 | 45,964 | 48,403 | 48,403 |
| 710400 Workers' Compensation Insurance | 1,379 | 1,379 | 1,379 | 1,379 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 325,728 | 441,391 | 421,063 | 421,062 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 563 | 4,600 | 4,600 | 4,600 |
| 720500 Household Expense | 0 | 6,403 | 6,723 | 6,723 |
| 720600 Insurance | 80 | 3,052 | 3,205 | 3,205 |
| 720800 Maintenance - Equipment | 0 | 450 | 473 | 473 |
| 721100 Memberships | 5,015 | 6,340 | 9,906 | 9,906 |
| 721300 Office Expense | 8,186 | 16,613 | 17,219 | 17,219 |

COUNTY OF MADERA
 BUDGET UNIT EXPENDITURE DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: PUBLIC GUARDIAN
 (08020)
 Function: Public Asst./Pub. Protection
 Activity: Other Protection
 Fund: General

| | ACTUAL EXPENDITURES <u>2020-21</u> | BOARD APPROVED EXPENDITURES <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|--|--|---|---|--------------------------------------|
| 721400 Professional & Specialized Services | 28,886 | 35,613 | 35,613 | 35,613 |
| 721500 Publications & Legal Notices | 0 | 200 | 210 | 210 |
| 721600 Rents & Leases - Equipment | 2,628 | 0 | 0 | 0 |
| 721900 Special Departmental Expense | 0 | 150 | 150 | 150 |
| 722000 Transportation & Travel | 15 | 11,404 | 14,156 | 14,156 |
| 722100 Utilities | 0 | 4,710 | 4,710 | 4,710 |
| TOTAL SERVICES & SUPPLIES | 45,374 | 89,535 | 96,965 | 96,965 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 0 | 3,124 | 3,749 | 3,749 |
| TOTAL OTHER CHARGES | 0 | 3,124 | 3,749 | 3,749 |
| INTRAFUND TRANSFER | | | | |
| 770100 Intrafund Expense | 60,768 | 115,590 | 135,399 | 135,399 |
| TOTAL INTRAFUND TRANSFER | 60,768 | 115,590 | 135,399 | 135,399 |
| <u>TOTAL EXPENDITURES</u> | 431,870 | 649,640 | 657,175 | 657,175 |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>269,146</u> | <u>320,088</u> | <u>337,289</u> | <u>337,289</u> |

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** (\$60,000) is the anticipated revenue for FY 2022-2023.

670000 **Intrafund Revenue** (\$259,886) is the anticipated revenue for FY 2022-2023.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$273,723) is recommended decreased \$25,367 based on recommended staffing levels.

710103 **Extra Help** (\$0) is recommended no change and is based on no projected cost of Extra Help coverage needed for the year.

710200 **Retirement** (\$97,557) is recommended increased \$2,599 and reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$48,403) is recommended increased \$2,439 and is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$1,379) is recommended no change and reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$4,600) is recommended unchanged for services suggested.

PUBLIC GUARDIAN/PUBLIC ADMINISTRATOR

SERVICES & SUPPLIES (continued)

- 720500** **Household Expense** (\$6,723) is recommended increased \$320 due to price increase for janitorial services and charges on intrafund account.
- 720600** **Insurance** (\$3,205) is recommended increased \$153 and reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$473) is recommended increased \$23 for the maintenance of office equipment (typewriters, calculators, check printer, and computers).
- 721100** **Memberships** (\$9,906) is recommended increased \$3,566 for the cost of association/membership in the California Association of Public Guardian/Public Conservator/Public Administrator (CAPA, \$6,339), annual code book updates (\$1,420), Thomas Reuters Probate Codes (\$683) and continuing EDUC Pub (\$368).
- 721300** **Office Expense** (\$17,219) is recommended increased \$606 for postage (\$4,682), CEB Estate Planning Online (\$1,491), safety deposit box (\$525), envelopes (\$441) and checks (\$2,730), along with miscellaneous office expenses (\$7,350).
- 721400** **Professional & Specialized Services** (\$35,613) is recommended unchanged and includes monthly maintenance fees for PG Pro Software (\$28,350), LexisNexis - used for looking up relatives of conservatees (\$2,014) and other services as needed.
- 721500** **Publications & Legal Notices** (\$210) is recommended increased \$10 for the cost to publish notices for Public Administrator estate sales and to purchase required annual code books.
- 721600** **Rents & Leases - Equipment** (\$0) is not recommended. Costs have been moved to account 730330.
- 721900** **Special Departmental Expense** (\$150) is recommended unchanged. This account funds miscellaneous expenses.
- 722000** **Transportation & Travel** (\$14,156) is recommended increased \$2,752 for the lodging and meals for Out-of-County trips which include mandated certification trainings for staff (\$2,600), estimated 700 miles (\$1,600) and Central Garage charges (\$7,456).
- 722100** **Utilities** (\$4,710) is recommended unchanged for PG staff at DSS new building.

PUBLIC GUARDIAN/PUBLIC ADMINISTRATOR

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$3,749) is recommended increased \$625 for the copier lease (\$2,041), additional copies costs (\$756), and the cost of a shred bin (\$563).

INTRAFUND TRANSFER

770100 **Intrafund Expense** (\$135,399) is recommended increased (\$19,809) to fund specified DSS Salaries and Benefits, DSS Staff timestudy to PG (\$49,395.74), Maintenance & Repair/Grounds (\$2,175.91), Human Resouce services (\$7,043.74), IT services (\$41,237.45), and rent (\$33,689.12).

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **PUBLIC GUARDIAN
(08020)**
Function: **Public Asst./Pub. Protection**
Activity: **Other Protection**
Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | 2.0 | | 2.0 | - | - | - | |
| 3533 | Office Assistant I or | | | | | | | |
| 3534 | Office Assistant II | 1.0 | | 1.0 | - | - | - | |
| | TOTAL | 4.0 | - | 4.0 | - | - | - | |

NOTES:

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **VETERANS SERVICE OFFICE
(08010)**
Function: **Public Asst./Pub. Protection**
Activity: **Vet. Svs./Other Protection**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 652800 State - Veterans Affairs | 44,987 | 40,000 | 75,000 | 75,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>44,987</u> | <u>40,000</u> | <u>75,000</u> | <u>75,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 114,260 | 152,980 | 207,021 | 207,021 |
| 710103 Extra Help | 25,448 | 0 | 0 | 0 |
| 710200 Retirement | 53,126 | 65,872 | 90,648 | 90,648 |
| 710300 Health Insurance | 44,028 | 32,234 | 47,916 | 47,916 |
| 710400 Workers' Compensation Insurance | 1,265 | 1,120 | 1,445 | 1,445 |
| <u>TOTAL SALARIES & EMPLOYEE BENEFITS</u> | <u>238,127</u> | <u>252,206</u> | <u>347,030</u> | <u>347,030</u> |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 1,427 | 2,140 | 2,160 | 2,160 |
| 720600 Insurance | 265 | 24,636 | 51,439 | 51,439 |
| 721100 Memberships | 5,159 | 3,000 | 4,000 | 4,000 |
| 721300 Office Expense | 735 | 4,000 | 4,000 | 4,000 |
| 721600 Rents & Leases - Equipment | 4,211 | 0 | 0 | 0 |
| 722000 Transportation & Travel | 910 | 6,000 | 6,000 | 6,000 |
| <u>TOTAL SERVICES & SUPPLIES</u> | <u>12,708</u> | <u>39,776</u> | <u>67,599</u> | <u>67,599</u> |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Principal | 0 | 4,125 | 3,850 | 3,850 |
| 770100 Intrafund Transfer | 0 | 2,100 | 2,352 | 2,352 |
| <u>TOTAL OTHER CHARGES</u> | <u>0</u> | <u>6,225</u> | <u>6,202</u> | <u>6,202</u> |
| <u>TOTAL EXPENDITURES</u> | <u>250,834</u> | <u>298,207</u> | <u>420,831</u> | <u>420,831</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>205,847</u> | <u>258,207</u> | <u>345,831</u> | <u>345,831</u> |

VETERANS SERVICE OFFICE

COMMENTS

The Veteran Service Office (VSO) is established by the Board of Supervisors of Madera County to assist every veteran, their dependents, and surviving spouses in determining eligibility for and pursuing any claim in establishing a right to any VA benefits owed by law. The VSO not only assist veterans and family with filing VA claims, but also answer questions about other various federal, state, and local benefits. Currently, the Veteran Service Office is minimally staffed with a Veterans Services Officer, a Veteran Services Representative, and an extra-help Office Assistant. Office duties consist of filling accurate claims in obtaining federal, state, and local benefits & entitlements from the U.S. Department of Veterans Affairs (VA), California Department of Veterans Affairs (CDVA), and other organizations.

WORKLOAD:

| <u>July 1, 2020 – June 30, 2021</u> | | <u>July 1, 2021 – April 30, 2022</u> | |
|-------------------------------------|-------------|--------------------------------------|-------------|
| County Population (Approx.) | 7327 | County Population (Approx.) | 7110 |
| County Size | Very Small | County Size | Very Small |
| New Claims Filed | 457 | New Claims Filed | 418 |
| New Awards | \$2,375,206 | New Awards | \$2,973,061 |
| Average New Award | \$5197 | Average New Award | \$7113 |

ESTIMATED REVENUES

652800 **State - Veterans Affairs** (\$75,000) is estimated for Veterans Affairs Subvention funds and state reimbursement for attending mandated conferences. This number is subject to change. Due to passage of California State Budget (AB 128), CalVet and the California Association of County Veterans Service Officers (CACVSO) are currently in negotiations on how to best allocate subvention and training funding to the counties.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$207,021) is recommended due to increasing salaries of two (2) current FTE staff members and the addition of two (2) FTE funded but vacant positions. Additional staff is necessary due to increasing workloads, serving underserved areas, and staffing of the Oakhurst Government Building.

710200 **Retirement** (\$90,648) reflects the County’s anticipated contribution to Social Security and the Public Employees’ Retirement System for four (4) FTE Staff members.

VETERANS SERVICE OFFICE

SALARIES & EMPLOYEE BENEFITS (continued)

- 710300** **Health Insurance** (\$47,916) is based on the employer's share of health insurance premiums for four (4) FTE Staff members.
- 710400** **Workers' Compensation** (\$1,445) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund for four (4) FTE Staff members.

SERVICES & SUPPLIES

- 720300** **Communications** (\$2,160) it is requested that the VSO office maintain 3 office cell phones. This will allow the VSO office to perform their duties outside of the office during outreach events or while working from locations outside of the office.
- 720600** **Insurance** (\$51,439) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 721100** **Memberships** (\$4,000) requested increase from previous FY due to a \$1000 increase in VSO office association dues and membership fees.
- 721300** **Office Expense** (\$4,000) is recommended for office expenses and remains unchanged from previous FY.
- 722000** **Transportation & Travel** (\$6,000) unchanged from previous FY for lodging and meals related to out-of-county conferences and trainings, for which attendance is required to maintain accreditation and receive subvention funding. Transportation and travel costs are fully offset by revenues specifically allocated by the State for these activities.

OTHER CHARGES

- 730330** **Rents & Leases – Principal** (\$3,850) is recommended for projected costs of the department's copier lease.
- 770100** **Intrafund Transfer** (\$2,352) is recommended for payment of VoIP phones telecommunications system for four (4) users and conference phones.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **VETERANS SERVICE OFFICE
 (08010)**
 Function: **Public Asst./Pub. Protection**
 Activity: **Vet. Svs./Other Protection**
 Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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> | |
| 3533 | Office Assistant I/II | - | - | - | - | - | - | |
| 3538 | Veterans' Service Assistant | 1.0 | - | 1.0 | - | - | - | |
| 3420 | Veterans' Service Representative | 2.0 | - | 2.0 | - | - | - | |
| 2136 | Veterans' Service Officer | 1.0 | - | 1.0 | - | - | - | |
| TOTAL | | 4.0 | - | 4.0 | - | - | - | |

NOTES:

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: COMMUNITY ACTION
 PARTNERSHIP (08200)
 Function: Public Assistance
 Activity: Other Assistance
 Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| FEDERAL OTHER | | | | |
| 657001 Federal Community Services | 229,478 | 307,797 | 324,159 | 324,159 |
| TOTAL ESTIMATED REVENUES | <u>229,478</u> | <u>307,797</u> | <u>324,159</u> | <u>324,159</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 157,628 | 172,068 | 180,953 | 180,953 |
| 710200 Retirement | 62,403 | 80,624 | 86,767 | 86,767 |
| 710300 Health Insurance | 13,827 | 14,056 | 15,087 | 15,087 |
| 710400 Workers' Compensation Insurance | 1,184 | 1,049 | 1,353 | 1,353 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | <u>235,041</u> | <u>267,797</u> | <u>284,159</u> | <u>284,159</u> |
| SERVICES & SUPPLIES | | | | |
| 721400 Professional & Specialized Services | 15,259 | 40,000 | 40,000 | 40,000 |
| TOTAL SERVICES & SUPPLIES | <u>15,259</u> | <u>40,000</u> | <u>40,000</u> | <u>40,000</u> |
| <u>TOTAL EXPENDITURES</u> | <u>250,300</u> | <u>307,797</u> | <u>324,159</u> | <u>324,159</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>20,823</u> | <u>0</u> | <u>0</u> | <u>0</u> |

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. The program is expected to be renewed for the 2022-23 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 (\$324,159) are recommended increased \$16,362 for maintaining the current level of staffing.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$180,953) are recommended increased \$8,885 based on the cost of recommended staffing. The CAPMC Executive Director also serves as the County's Homelessness Coordinator.

710200 Retirement (\$86,767) for the County's anticipated contribution to Social Security and Public Employees' Retirement System.

710300 Health Insurance (\$15,087) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$1,353) 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 2022-23**

Department: **COMMUNITY ACTION
 PARTNERSHIP (08200)**
 Function: **Public Assistance**
 Activity: **Other Assistance**
 Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | |
| TOTAL | | <u>1.0</u> | <u>-</u> | <u>1.0</u> | <u>-</u> | <u>-</u> | <u>-</u> | |

NOTES:

HOMELESSNESS GRANT FUNDING

COMMENTS

This purpose of this budget is to track various grants the county has received to address homelessness as well as to describe the collective efforts aimed at making homelessness brief and non-reoccurring for Madera County. Homelessness is a complicated issue and while funding to address it has increased in recent years, the manner of how they are delivered and administered is often convoluted and uncoordinated. Majority of funding to address homelessness come from the United States Department of Housing and Urban Development (HUD) homeless assistance grants programs. This funding flows through various Continuum of Care (CoC) organizations, who are tasked to administer these funds via a competitive grant process. CoCs, as an organization, are structured differently between counties or groups of counties in a particular region and are determined by HUD. Madera County belongs to the Fresno-Madera Continuum of Care (FMCoC), which is the collaborative tasked to meet HUD requirements and coordinate programs and activities to address homelessness in both Fresno and Madera County. As FMCoC is a non-JPA collaborative, Fresno County acts as the “administrative entity” for purposes of administering competitive bidding and management of federal funding awards to various entities.

More recently, the State of California created the Homeless Housing, Assistance, and Prevention Program (HHAP), which has so far provided three rounds of funding to counties and cities to supplement each jurisdictions HUD resources at addressing homelessness. HHAP grant funds and their uses are described below. In addition, the California Department of Health Care Services (DHCS) provides various funding sources to county human services agencies to address homeless prevention and housing preservation needs for clients of the various programs they serve.

Strategic Plan Development

Due to the complicated and systemic nature of the homelessness crisis, the County will be working with a consultant to develop a comprehensive strategic plan to help make homelessness a temporary and non-reoccurring issue in the county. Funding for this strategic plan was provided to the County by the FMCoC; the plan is expected to be completed by the 3rd quarter of Fiscal Year 2022-23 and will have a countywide focus at addressing homelessness in all areas, including the two incorporated cities. The strategic plan will be coordinated with Housing the Homeless Committee, which is collaborative formed to coordinate various local agency response to the homelessness crisis and aimed to ensure that programs created are complementary instead of duplicative.

Affordable Housing & Shelter Needs

The County, in partnership with the Madera Rescue Mission (MRM) and the Community Action Partnership of Madera County (CAPMC). is currently working on establishing a 7-bed low-barrier triage shelter at MRM. This facility, once completed, will be the first of its kind in the County and will allow CAPMC case managers to stabilize unsheltered individuals, get them document ready, and link them to services to increase their chances of achieving permanent housing.

HOMELESSNESS GRANT FUNDING

Homelessness Funding HHAP-1 Grant

On July 31, 2019, Governor Newsom signed into law the Homeless Housing, Assistance, and Prevention Program (HHAP) (AB 101, Chapter 159, Statutes of 2019). The HHAP program is a block grant program designed to provide jurisdictions with one-time grant funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing.

The eligible applicants for the HHAP program funds are the CoC, as identified by the United States Department of Housing and Urban Development (HUD), large cities (with a population of 300,000 or more), and counties. Successful applicants were awarded HHAP program funds after entering into a contract with the Business, Consumer Services, and Housing Agency (BCSH). Eligible applicants are expected to administer their own funds separately; however, they are expected to demonstrate regional coordination as outlined in the HHAP program guidance. One of the threshold requirements is that the eligible applicants must submit a plan specifying alignment of funds and goals, strategies, and services, both short-term and long-term, to reduce homelessness and make it non-recurring.

The total Statewide funding for this program is \$640,000,000. The set aside for Counties is \$175,000,000. Awards were based on the county's proportionate share of the total homeless population of region served by the Madera-Fresno Continuum of Care.

In Fiscal Year 2019-20, the County of Madera was awarded \$411,434 as part of the HHAP Round 1 Grant. The funding was received by the County on July 6, 2020 and deposited to the Behavioral Health Org 61740. As part of the grant, an agreement was established between the Behavioral Health Department (BHS) and Community Action Partnership of Madera County (CAPMC). Under this agreement, CAPMC is to provide outreach services in the County for homelessness assistance and prevention. In December 2021, management of the program shifted from BHS to County Administration.

Homelessness Funding HHAP-2 Grant

The Homeless Coordinating and Financing Council (HCFC) made available \$300 million in Homeless Housing, Assistance and Prevention Round 2 (HHAP-2) block grant funding program authorized by AB 83. HHAP-2 is intended to support local jurisdictions in their unified regional response to reduce and end homelessness. HHAP-2 prioritizes enabling people experiencing literal homelessness move into safe, stable housing, and either funds permanent housing interventions directly or, if used for shelter or street outreach, clear pathways to connect people to permanent housing options.

HOMELESSNESS GRANT FUNDING

Under the HHAP-2 Program, Madera County will collaborate with Community Action Partnership Madera County (CAPMC) and the Madera Rescue Mission to pursue a project under the HHAP-2 funding categories of Rapid Rehousing, Street Outreach, and New Navigation Centers/Emergency Shelters to support the new homeless housing expansion project located at the Madera Rescue Mission.

Homelessness Funding HHAP-3 Grant

On December 17, 2021, the Homeless Coordinating and Financing Council (HCFC) announced the availability of Homeless Housing, Assistance and Prevention (HHAP) Program Round 3 grant funding. HHAP Round 3 is a \$1 billion block grant program authorized by AB140, which was signed into law by Governor Gavin Newsom on July 19, 2021.

HHAP Round 3 is designed to build on regional coordination developed through previous rounds of HCFC Homeless Emergency Aid Program (HEAP), HHAP, and COVID-19 funding. Round 3 funds are to be used to continue building regional coordination and a unified regional response to reduce and end homelessness informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: CAO Homelessness
 (13170)
 Function: Public Assistance
 Activity: Homelessness Prevention
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| BEGINNING FUND BALANCE | 0 | 0 | 189,036 | 189,036 |
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654000 ST-OTHER | 0 | 188,084 | 0 | 0 |
| TOTAL INTERGOVERNMENTAL REVENUE | 0 | 188,084 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>188,084</u> | <u>0</u> | <u>0</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721400 Professional & Specialized Services | 0 | 188,084 | 189,036 | 189,036 |
| TOTAL SERVICES & SUPPLIES | 0 | 188,084 | 189,036 | 189,036 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>188,084</u> | <u>189,036</u> | <u>189,036</u> |
| Income Over / (Under) Expenses | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: CAO Homelessness
 (13171)
 Function: Public Assistance
 Activity: Homelessness Prevention
 Fund: General

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| BEGINNING FUND BALANCE | 0 | 0 | 239,821 | 239,821 |
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654000 ST-OTHER | 0 | 411,434 | 0 | 0 |
| TOTAL INTERGOVERNMENTAL REVENUE | 0 | 411,434 | 0 | 0 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>411,434</u> | <u>0</u> | <u>0</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721400 Professional & Specialized Services | 0 | 237,954 | 66,341 | 66,341 |
| 750000 Operating Transfers Out | 0 | 173,480 | 173,480 | 173,480 |
| TOTAL SERVICES & SUPPLIES | 0 | 411,434 | 239,821 | 239,821 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>411,434</u> | <u>239,821</u> | <u>239,821</u> |
| Income Over / (Under) Expenses | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: CAO Homelessness
 (13172)
 Function: Public Assistance
 Activity: Homelessness Prevention
 Fund: General

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| BEGINNING FUND BALANCE | 0 | 0 | 105,327 | 105,327 |
| <u>ESTIMATED REVENUES:</u> | | | | |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654000 ST-OTHER | 0 | 105,327 | 421,310 | 421,310 |
| TOTAL INTERGOVERNMENTAL REVENUE | 0 | 105,327 | 421,310 | 421,310 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>0</u> | <u>105,327</u> | <u>421,310</u> | <u>421,310</u> |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 721400 Professional & Specialized Services | 0 | 105,327 | 526,637 | 526,637 |
| TOTAL SERVICES & SUPPLIES | 0 | 105,327 | 526,637 | 526,637 |
| <u>TOTAL EXPENDITURES</u> | <u>0</u> | <u>105,327</u> | <u>526,637</u> | <u>526,637</u> |
| Income Over / (Under) Expenses | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **LIBRARY
(09110)**
Function: **Library Services**
Activity: **Library Services**
Fund: **General**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|---|---------------------------|---------------------------------------|---|--|
| <u>ESTIMATED REVENUES:</u> | | | | |
| REVENUE FROM USE OF MONEY/PROPERTY | | | | |
| 640300 Rents & Concessions | 0 | 250 | 250 | 250 |
| TOTAL REVENUE FROM USE OF MONEY/PROPERTY | 0 | 250 | 250 | 250 |
| INTERGOVERNMENTAL REVENUE | | | | |
| 654000 ST - Other | 94,040 | 0 | 0 | 0 |
| 657000 Federal Care & Services | 24,799 | 0 | 0 | 0 |
| 659000 Other Government Agencies | 28,338 | 118,871 | 150,000 | 150,000 |
| TOTAL INTERGOVERNMENTAL REVENUE | 147,177 | 118,871 | 150,000 | 150,000 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662500 Library Services | 6,045 | 13,500 | 10,000 | 10,000 |
| 662510 Lost Book Collections | 491 | 750 | 1,000 | 1,000 |
| 662700 Other Charges for Services | 2,065 | 3,500 | 5,500 | 5,500 |
| TOTAL CHARGES FOR CURRENT SERVICES | 8,601 | 17,750 | 16,500 | 16,500 |
| MISCELLANEOUS REVENUE | | | | |
| 673300 Contributions & Donations | 3,744 | 3,000 | 3,000 | 3,000 |
| 673920 Misc Reimbursement Other | 54,963 | 0 | 0 | 0 |
| 680200 Operating Transfer In | 424,976 | 0 | 0 | 0 |
| TOTAL MISCELLANEOUS REVENUE | 483,682 | 3,000 | 3,000 | 3,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>639,460</u> | <u>139,871</u> | <u>169,750</u> | <u>169,750</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 668,831 | 698,351 | 957,656 | 957,656 |
| 710103 Extra Help | 188,890 | 216,393 | 0 | 0 |
| 710200 Retirement | 317,049 | 301,875 | 399,040 | 399,040 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **LIBRARY
(09110)**
Function: **Library Services**
Activity: **Library Services**
Fund: **General**

| | ACTUAL 2020-21 | BOARD APPROVED 2021-22 | DEPARTMENT REQUEST 2022-23 | CAO RECOMMENDED 2022-23 |
|---|---------------------------|---------------------------------------|---|--|
| SALARIES & EMPLOYEE BENEFITS (continued) | | | | |
| 710300 Health Insurance | 114,359 | 184,756 | 303,360 | 303,360 |
| 710400 Workers' Compensation Insurance | 33,094 | 29,312 | 33,094 | 33,094 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 1,322,224 | 1,430,687 | 1,693,150 | 1,693,150 |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 15,280 | 13,000 | 13,000 | 13,000 |
| 720500 Household Expense | 8,159 | 7,900 | 7,900 | 7,900 |
| 720600 Insurance | 2,824 | 3,804 | 3,804 | 3,804 |
| 720800 Maintenance - Equipment | 965 | 3,000 | 8,000 | 8,000 |
| 721100 Memberships | 148,057 | 178,057 | 134,767 | 134,767 |
| 721300 Office Expense | 13,947 | 20,000 | 20,000 | 20,000 |
| 721600 Rents & Leases - Equipment | 19,707 | 0 | | |
| 721700 Rents & Leases - Buildings | 0 | 0 | | |
| 721900 Special Departmental Expense | 192,574 | 219,145 | 314,145 | 314,145 |
| 722000 Transportation & Travel | 2,143 | 6,000 | 5,000 | 5,000 |
| 722100 Utilities | 111,735 | 116,071 | 116,071 | 116,071 |
| TOTAL SERVICES & SUPPLIES | 515,391 | 566,977 | 622,687 | 622,687 |
| OTHER CHARGES | | | | |
| 730330 Rents & Leases - Equipment | 152,646 | 15,000 | 16,000 | 16,000 |
| TOTAL OTHER CHARGES | 152,646 | 15,000 | 16,000 | 16,000 |
| <u>TOTAL EXPENDITURES</u> | 1,990,262 | 2,012,664 | 2,331,837 | 2,331,837 |
| <u>NET COUNTY COST (EXP - REV)</u> | 1,350,802 | 1,872,793 | 2,162,087 | 2,162,087 |

COMMENTS

The mission of Madera County Library is to provide a place for everyone to connect, learn, and grow. MCL provides the public with valuable informational, cultural, and recreational resources countywide, such as books, magazines, music, reference materials, Chromebooks and hotspots, electronic media, and a range of support services. Services and resources are provided through five physical locations – the Main Library in Madera, and Branch Libraries in Oakhurst, Chowchilla, North Fork, and Madera Ranchos – and via mobile services on the Bookmobile.

ESTIMATED REVENUES

- 640300** **Rents & Concessions** (\$250) is recommended unchanged based on current year projections.
- 659000** **Other Government Agencies** (\$150,000) is recommended increased \$31,129 based on an expected First 5 Madera County funding award in the amount of \$100,000 and a 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.
- 662500** **Library Services** (\$10,000) is recommended decreased \$3,500 based on current year projections.
- 662510** **Lost Book Collections** (\$1,000) is recommended increased \$250 based on current year projections.
- 662700** **Other Charges for Services** (\$5,500) is recommended increased \$2,000 based on current year projections.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$957,656) is recommended increased \$259,305 due to a transition from extra help to all permanent staffing and the addition of a staff person for bookmobile services.
- 710103** **Extra Help** (\$0) is recommended decreased \$216,393 due to a transition from extra help to all permanent staffing.
- 710200** **Retirement** (\$399,040) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

SALARIES & EMPLOYEE BENEFITS (continued)

- 710300** **Health Insurance** (\$303,360) is 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 unchanged for telecommunication costs as well as monthly cell phone costs for the County Librarian.
- 720500** **Household Expense** (\$7,900) is recommended unchanged for garbage pickup at Madera, Chowchilla, Ranchos, Oakhurst and North Fork branches.
- 720600** **Insurance** (\$3,804) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$8,000) is recommended increased \$5,000 for maintenance and service of the bookmobile plus continued maintenance of security devices and inspection of the elevators.
- 721100** **Memberships** (\$134,767) is recommended decreased \$43,290 due to transferring interlibrary delivery charges among Madera County locations from SJVLS to internal Library's operations. The total amount also includes the County's membership in the San Joaquin Valley Library System, which includes a general membership fee (\$89,567); a TELCO Direct Charge (\$40,300); and Cisco Smart-Net Headquarter fee (\$900); Fortnet HQ Annual Maintenance (\$3,000).
- 721300** **Office Expense** (\$20,000) is recommended unchanged and includes a wide variety of required collection processing materials, supplies for printers, five coin-operated copy machines, book repairs, and clerical supplies.
- 721900** **Special Departmental Expense** (\$314,145) is recommended increased \$95,000 to include funding from First 5 Madera County for the Raising a Reader program, and also to include materials and supplies for the Bookmobile in addition to continuing costs for material and supplies for other locations. At least \$50,000 of the total amount will be spent at the Madera Branch Library pursuant to the tax sharing agreement with the City of Madera.
- 722000** **Transportation & Travel** (\$5,000) is recommended decreased \$1,000.

SERVICES & SUPPLIES (continued)

722100 **Utilities** (\$116,071) is recommended unchanged and includes utilities costs for five county library facilities.

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$16,000) is recommended increased \$1,000 based on current year projections.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **LIBRARY
(09110)**
Function: **Education**
Activity: **Library Services**
Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2021-22 Authorized Positions</u> | | <u>2022-23 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 | - | - | - | |
| 2127 | Library Director | 1.0 | - | 1.0 | - | - | - | |
| 3270 | Librarian I or | | | | | | | |
| 3271 | Librarian II or | | | | | | | |
| 4200 | Librarian III | 1.0 | - | 2.0 | - | 1.0 | - | A |
| 3530 | Library Assistant | 6.0 | | 12.0 | - | 6.0 | - | B |
| 3530 | Library Assistant or | | | | | - | - | |
| 3270 | Librarian I or | | | | | - | - | |
| 3271 | Librarian II or | | | | | - | - | |
| 3272 | Librarian III | 1.0 | - | 1.0 | - | - | - | |
| 3531 | Library Branch Assistant | 1.0 | 3.0 | 4.0 | - | 3.0 | (3.0) | C |
| 3350 | Library Technician | 1.0 | - | 1.0 | - | - | - | |
| 3532 | Senior Library Branch Assistant | 1.0 | - | - | - | (1.0) | - | |
| 3380 | Desktop Support Technician I or | | | | | - | - | |
| 3381 | Desktop Support Technician II | 1.0 | - | 1.0 | - | - | - | |
| 3684 | Central Services Assistant | - | - | 1.0 | - | 1.0 | - | D |
| TOTAL | | 14.0 | 3.0 | 24.0 | - | 10.0 | (3.0) | |

NOTES:

- A** One (1) FTE Senior Library Branch Assistant was reclassified as a Librarian I
- B** Library Assistant classification increasing by six (6) FTE to reduce the utilization of extra help positions, based on current workload
- C** Three (3) FTE Library Assistants were reclassified as Library Branch Assistants during FY 2021-22
- D** Reflects the increase of one (1) FTE Central Services Assistant to help with book deliveries among branches and with bookmobile services

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Unit Title: APPROPRIATIONS FOR CONTINGENCIES
 (09900)
 Function: General
 Activity: Legislative & Administrative
 Fund: General

EXPENDITURE CLASSIFICATION

APPROPRIATIONS

| | Actuals Fiscal Year <u>2018-19</u> | Actuals Fiscal Year <u>2019-20</u> | Actuals Fiscal Year <u>2020-21</u> | Projected Fiscal Year <u>2021-22</u> | CAO RECOMMENDED <u>2022-23</u> |
|--|--|--|--|--|--------------------------------------|
| 780100 Appropriations for Contingencies | <u>2,424,416</u> | <u>1,156,941</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Reserve for Enhanced Economic Development Activities (Board Designated 4/3/2018) | 300,000 | 300,000 | 0 | 0 | 0 |
| Fire Equipment Reserve | 500,000 | 1,000,000 | 1,000,000 | 1,000,000 | 900,000 |
| Minimum Fund Balance Policy | 4,907,013 | 7,422,824 | 4,085,785 | 1,002,812 | 7,818,515 |
| Total Fund Balance | 8,131,429 | 9,879,765 | 5,085,785 | 2,002,812 | 8,718,515 |

APPROPRIATIONS FOR CONTINGENCIES

COMMENTS

780100 Appropriations for Contingencies - General

The Appropriations for Contingency is currently not budgeted for Fiscal Year 2022-23. 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, 2022, as projected by the Auditor's Office in cooperation with the Administrative Office, is estimated at \$17,582,678.

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: COOP. EXTENSION
 SERVICE (09200)
 Function: Other
 Activity: Ag. Education
 Fund: General

| | ACTUAL <u>2020-21</u> | BOARD APPROVED <u>2021-22</u> | DEPARTMENT REQUEST <u>2022-23</u> | CAO RECOMMENDED <u>2022-23</u> |
|--|--------------------------|-------------------------------------|---|--------------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| OTHER FINANCING SOURCES | | | | |
| 680200 Operating Transfer In | 3,561 | 0 | 0 | 0 |
| TOTAL ESTIMATED REVENUE | 3561 | 0 | 0 | 0 |
| <u>EXPENDITURES:</u> | | | | |
| SERVICES & SUPPLIES | | | | |
| 720300 Communications | 871 | 1,100 | 1,100 | 1,100 |
| 721400 Professional & Specialized Services | 92,639 | 95,003 | 99,795 | 99,795 |
| 721601 Rents & Leases - Co Vehicle | 3 | 0 | 0 | 0 |
| TOTAL SERVICES & SUPPLIES | 93,513 | 96,103 | 100,895 | 100,895 |
| <u>TOTAL EXPENDITURES</u> | <u>93,513</u> | <u>96,103</u> | <u>100,895</u> | <u>100,895</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>93,513</u> | <u>96,103</u> | <u>100,895</u> | <u>100,895</u> |

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, it is estimated that for \$1.00 invested in agricultural research and extension, there is a return of \$20 to the community.

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 20/21 was \$8,433,976.; 7% of which was provided by the Counties and 93% 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, 4-H has adapted to COVID related restrictions by offering virtual and blended opportunities. Additionally, our 4-H Advisor and Program Representative continue to offer programs targeted to rural, low income, and minority populations to introduce them to the benefits of 4-H.

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.

ENVIRONMENTAL HORTICULTURE AND MASTER GARDENER VOLUNTEERS

The mission of the Master Gardener program is to provide research-based information for gardening practices and technologies of home horticulture, integrated pest management (IPM), and environmental resource conservation. Master Gardeners answer questions, conduct demonstrations, diagnose plant/pest problems, and provide this horticultural assistance by e-mail, free gardening class at the Three Sister’s demonstration garden located on the Madera College site. We aid Madera School district in collaboration with the Cal Fresh program, we are now working with Habit for Humanity for gardening education for their new homeowners and their volunteers. Madera County grounds crew has received support from the MG program in the Maintenance at the Oakhurst Library and North Fork library. We are offering zoom class with the Madera Library and hosting their new Story Walks project site in our demonstration garden at the college.

COMMENTS (continued)

LIVESTOCK AND NATURAL RESOURCES

Livestock and natural resources research and extension assists local producers in maintaining livestock production, a key economic sector in Fresno and Madera Counties, while conserving and enhancing natural resources and ecosystem services on working landscapes.

The livestock and natural resources program connect to clientele through social media, quarterly newsletters, and webinars, workshops, and symposia. Recent topics include:

- Livestock disaster preparedness and response
- Small acreage weed management
- Cutting-edge beef cattle health advancements
- Risk management for commercial sheep flocks
- Prescribed fire for wildfire risk reduction

Forage production data are used by USDA Farm Service Agency to help determine drought impacts to local livestock operations. A new study with sites in Fresno and Madera Counties is testing remote sensing methods to complement or replace physical forage sampling, to better detect drought and expedite compensation to ranchers in need.

Ongoing trainings cover the use of prescribed fire in forests and rangelands, including for weed management and fire risk reduction.

NUTRIENT MANAGEMENT AND SOIL QUALITY

The goal of the Soil Quality and Nutrient Management research and extension program is to provide growers, consultants, and allied industry the information they need to improve crop production while conserving resources. Efforts include webinars, a quarterly newsletter, organizing the annual Alfalfa and Forage Field Day, and research trials on cover crops, biostimulants, pistachio nutrition, and characterizing manure on San Joaquin Valley dairies.

NUTRITION, FAMILY, AND CONSUMER SCIENCES

The CalFresh Healthy Living, University of California Cooperative Extension (CFHL, UCCE) program brings \$1.25 million to Fresno and Madera counties to deliver direct nutrition and physical activity education and improve the lives of CalFresh eligible individuals and families. We partner with the county Department of Public Health, social services programs and local school districts to provide programming in schools and community centers.

COMMENTS (continued)

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), annual meetings, 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 research project examining the effect of boron, salinity, and soil oxygen levels on pistachio performance; a site to evaluate the field-scale feasibility of a new, pesticide free method to disinfect soils before planting new orchards; and developing new methods to reduce insect infestation in dried figs.

VITICULTURE

Karl continues his work on rootstocks within the San Joaquin Valley. His work with new nematode resistant rootstocks has identified nutrient uptake, canopy growth, water management, and yield differences between these rootstocks that will help growers better understand how to use these new rootstocks. With continued funding the effects these nematode resistant rootstocks have on wine quality will next be tested.

Karl, along with his colleagues in the Fresno office, recently (July of 2021) planted a trial at the University of California West Side Research and Extension Center (WSREC) near Five Points, CA. This trial will look at the interaction between rootstock, lower quality irrigation water, and drought stress. This is an important trial to identify which rootstocks can handle less and lower quality irrigation water, while still returning yields that are profitable for local growers.

In addition, Karl continues to work on vineyard mechanization. With the cost of labor rising many tasks have been mechanized. This gives San Joaquin Valley growers an interesting opportunity as some of the tasks that have been mechanized were tasks that previously had been only used in higher end wine production. Multiple mechanical management tools are now being trialed to see if they improve wine quality and pest management outcomes locally.

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** (\$99,795) is recommended and reflects a \$4,792 increase in the contribution to the University of California Cooperative Extension through a Multi-County Partnership Agreement.

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **FLEET SERVICES
(10800)**
Function: **General**
Activity: **Other General**
Fund: **FLEET SERVICES**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| Beginning Fund Balance | 1,237,193 | 862,118 | 4,228,397 * | 4,228,397 * |
| <u>ESTIMATED REVENUES:</u> | | | | |
| 662740 Charges for Mileage | 2,127,373 | 2,580,939 | 3,472,226 | 3,472,226 |
| OTHER INCOME | | | | |
| 640101 Interest | 5,876 | 5,500 | 3,500 | 3,500 |
| 659000 Other - Gov Agencies | 0 | 100,000 | 0 | 0 |
| 662741 Vehicle Maintenance Charges | 278,711 | 378,075 | 307,632 | 307,632 |
| 673908 Other Income | 123 | 4,000 | 4,000 | 4,000 |
| 680103 Sale of Fixed Assets & Other Sales | 49,496 | 45,000 | 45,000 | 45,000 |
| 680200 Operating Transfers In | 3,023 | 0 | 0 | 0 |
| 680401 Miscellaneous & Other Services | 0 | 1,000 | 1,000 | 1,000 |
| TOTAL ESTIMATED REVENUES | 2,464,601 | 3,114,514 | 3,833,358 | 3,833,358 |
| <u>EXPENDITURES:</u> | | | | |
| 721930 Cost of Inventoried Material & Supplies Used | 643,080 | 977,000 | 1,243,291 | 1,243,291 |
| OTHER OPERATING EXPENSES | | | | |
| 710102 Permanent Salaries | 255,815 | 349,263 | 340,448 | 340,448 |
| 710103 Extra Help | 2,146 | 42,138 | 0 | 0 |
| 710200 Retirement | 92,412 | 127,805 | 138,256 | 138,256 |
| 710300 Health Insurance | 30,176 | 72,455 | 71,874 | 71,874 |
| 710400 Workers' Compensation | 2,592 | 3,240 | 3,240 | 3,240 |
| 720200 Clothing & Personal Supplies | 1,102 | 3,500 | 3,500 | 3,500 |
| 720300 Communications | 2,639 | 2,800 | 3,000 | 3,000 |
| 720500 Household Expense | 3,281 | 3,500 | 5,550 | 5,550 |
| 720600 Insurance Expense | 415 | 415 | 415 | 415 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

Department: **FLEET SERVICES
(10800)**
Function: **General**
Activity: **Other General**
Fund: **FLEET SERVICES**

| | <u>ACTUAL 2020-21</u> | <u>BOARD APPROVED 2021-22</u> | <u>DEPARTMENT REQUEST 2022-23</u> | <u>CAO RECOMMENDED 2022-23</u> |
|--|---------------------------|---------------------------------------|---|--|
| OTHER OPERATING EXPENSES (continued) | | | | |
| 720605 Employer Share of Retiree Insurance | 32,812 | 21,000 | 35,000 | 35,000 |
| 720800 Maintenance - Equipment | 3,749 | 10,000 | 10,000 | 10,000 |
| 720900 Maintenance - Structures & Grounds | 94 | 35,000 | 35,000 | 35,000 |
| 721000 Medical, Dental & Laboratory Supplies | 0 | 100 | 100 | 100 |
| 721300 Office Expense | 3,165 | 4,500 | 4,500 | 4,500 |
| 721400 Professional & Specialized Services | 9,271 | 82,500 | 40,000 | 40,000 |
| 721600 Rents & Leases - Equipment | 0 | 600 | 600 | 600 |
| 721800 Small Tools & Instruments | 8,171 | 20,000 | 7,000 | 7,000 |
| 721900 Special Departmental Expense | 962,280 | 30,000 | 450,000 | 450,000 |
| 722000 Transportation & Travel | 707 | 6,000 | 6,000 | 6,000 |
| 722100 Utilities | 17,326 | 20,000 | 20,000 | 20,000 |
| 730302 Retire Capital Leases | 572,421 | 0 | 0 | 0 |
| 730330 Principal (GASB 87) | 0 | 1,035,012 | 1,251,831 | 1,251,831 |
| 730502 Interest | 7,839 | 0 | 0 | 0 |
| 730504 Interest (GASB 87) | 0 | 38,937 | 41,973 | 41,973 |
| 731000 Depreciation | 0 | 131,348 | 0 | 0 |
| 731400 Intrafund Transfer - Cost Plan | 67,006 | 97,401 | 121,780 | 121,780 |
| TOTAL OPERATING EXPENSES | 2,718,500 | 3,114,514 | 3,833,358 | 3,833,358 |
| REVENUE OVER/(UNDER) (REV - EXP) | (253,899) | 0 | 0 | 0 |
| FIXED ASSETS | | | | |
| 740300 Equipment | 395,238 | 400,000 | 3,930,158 | 3,930,158 |
| TOTAL FIXED ASSETS | 395,238 | 400,000 | 3,930,158 | 3,930,158 |
| TOTAL EXPENDITURES | 3,113,738 | 3,514,514 | 7,763,516 | 7,763,516 |
| REVENUE OVER/(UNDER) (REV - EXP) | (649,137) | (400,000) | (3,930,158) | (3,930,158) |

*Represents the estimated projected fund balance on June 30, 2022; the balance is subject to change due to expenses or revenues that may be accrued and may have not have yet been processed.

FLEET SERVICES

COMMENTS

The General Services Fleet Services (formerly Central Garage) is an Internal Service Fund (ISF) that operates as a preventative maintenance and automotive repair facility to establish better utilization of County vehicles. Fleet Services controls, maintains, and services all County vehicles, except the Road and Fire Department vehicles. The Administrative Office General Services Division provides administrative and fiscal review for this operation.

WORKLOAD

| | <u>Actual 2020-21</u> | <u>Estimated 2021-22</u> | <u>Projected 2022-23</u> |
|----------------------|---------------------------|------------------------------|------------------------------|
| Sedans | 109 | 115 | 133 |
| Sheriff Vehicles | 81 | 89 | 164 |
| Pickups, SUV's, Vans | 131 | 134 | 139 |
| Trucks | 0 | 0 | 0 |
| Total Vehicles | 321 | 338 | 436 |

OTHER INCOME

662740 **Charges for Mileage** (\$3,472,226) is recommended increased \$891,287 representing the cost of the total miles traveled by the vehicles maintained by Fleet Services. It is recommended that the following Fleet Services mileage rates be approved for 2022-23:

| | | | |
|------------------------|-----------------|--------------------------|-----------------|
| Sedan | \$.70 per mile | SO Detective PU – Equip. | \$1.09 |
| Pickups, Vans, SUVs | \$.80 per mile | SO Detective PU – Equip | \$1.39 per mile |
| SO Patrol - w/o Equip. | \$1.00 per mile | | |

Note: The IRS rate for use of employees' personal vehicles as of January 1, 2022 is 58.5¢ per mile, and will be readjusted by the IRS on January 1, 2023.

*Sheriff's Unit mileage charges will vary from \$1.09 to \$1.39 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** (\$3,500) is recommended, representing the revenue from reserve funds held in the Fleet Services (Central Garage) account.

662741 **Vehicle Maintenance Charges** (\$307,632) is decreased \$70,443 representing maintenance charges to subvented Departments for the servicing and fuel use of their vehicles.

FLEET SERVICES

OTHER INCOME (continued)

- 673908** **Other Income** (\$4,000) is recommended unchanged and is an anticipated amount for miscellaneous 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 unchanged representing anticipated revenue from surplus equipment and vehicle 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** (\$1,243,291) is a recommended increase \$266,291 due to increased fuel costs.
- 710102** **Permanent Salaries** (\$340,448) is a recommended decrease of \$8,815 based on the recommended staffing levels.
- 710200** **Retirement** (\$138,256) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$71,874) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$3,240) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.
- 720200** **Clothing & Personal Supplies** (\$3,500) is recommended unchanged for protective clothing, masks, glasses, and uniform cost.
- 720300** **Communications** (\$3,000) is a recommended increase of \$200 based on current projections.
- 720500** **Household Expense** (\$5,550) is recommended increased \$2,050 for rags, towels, degreasers, soaps, etc.
- 720600** **Insurance** (\$415) reflects the Department's contribution to the County's Self-Insured Liability Program.

FLEET SERVICES

OTHER OPERATING EXPENSES (continued)

- 720605** **Employer Share of Retiree Insurance** (\$35,000) is recommended for the Department's share of retirees' health insurance premiums.
- 720800** **Maintenance - Equipment** (\$10,000) is recommended unchanged for maintaining equipment in the shop.
- 720900** **Maintenance - Structures & Grounds** (\$35,000) is recommended unchanged for the maintenance of the Fleet Services Building and grounds. This amount includes the cost of the replacement of 3 industrial swamp coolers located at the Fleet Services Building.
- 721000** **Medical, Dental & Laboratory Supplies** (\$100) is recommended unchanged for first aid supplies.
- 721300** **Office Expense** (\$4,500) is recommended unchanged for costs of forms, parts manuals, copy costs, and general office supplies.
- 721400** **Professional & Specialized Services** (\$40,000) is a recommended decrease \$42,500 based on current projections for automatic transmission work, major overhauls, radiator repair, and any work that cannot be performed by the Fleet Services 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 services provided by the Auditor-Controller's Office that is more than 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** (\$7,000) is a recommended decrease \$13,000 for hand tools and test equipment used by the staff. Specialty tools to work on the hybrid (electric) vehicles, mats, and padded tools to avoid shock injuries.
- 721900** **Special Departmental Expense** (\$450,000) is recommended increased \$420,000 due to increases in materials, and supplies used to operate and maintain the vehicles (parts, tires, fuel, lubricants, batteries, accident repair, etc). In addition to annual internet subscription for service manuals and to update mechanical equipment.
- 722000** **Transportation & Travel** (\$6,000) is recommended unchanged for incidental travel costs when the staff must go out-of-County to retrieve County vehicles and for increased employee training. New training will be need for all technicians in regard to the hybrid vehicles.

FLEET SERVICES

OTHER OPERATING EXPENSES (continued)

722100 **Utilities** (\$20,000) is recommended unchanged due to current annual projections.

731000 **Depreciation** (\$0) is not recommended.

731400 **Intrafund Transfer** (\$121,780) is recommended to reimburse the General Fund for all Purchasing, Human Resources, Administrative, and Auditor-Controller costs associated with this department through the A-87 Plan.

VEHICLE LEASE ACQUISITIONS

730330/504 **Principal/Interest (GASB 87)** (\$1,293,804) is recommended for the ongoing cost of leased vehicles. The estimated lease cost for new acquisitions proposed below is \$241,183. This is in addition to the annual lease payments for the existing annual vehicle replacement program and contract with Enterprise Rent A Car.

| Department | Vehicles to be Replaced | Est. Mileage at Trade-in | New Allocation | Vehicle Replaced With | Estimated Annual Lease Cost (3 Year Lease) | Total Cost of Vehicle over The 3 Year Lease |
|-----------------|---------------------------|--------------------------|----------------|--------------------------|--|---|
| Districts | 2013 Utility P/U Utl #208 | 158,000 | N | 4X4 1 Ton Utility P/U | \$ 17,333.33 | \$ 52,000.00 |
| Districts | 2013 SUV #182 | 150,000 | N | 4X4 1/2 Ton Crew Cab P/U | \$ 14,500.00 | \$ 43,500.00 |
| Districts | 2013 Utility P/U #183 | Wrecked/Totalled | N | 4X4 1 Ton Utility P/U | \$ 17,333.00 | \$ 52,000.00 |
| IT | 2008 SUV | 169,500 | N | 1/2 Ton Cargo Van | \$ 13,335.00 | \$ 40,000.00 |
| Parks & Grounds | 1984 Dodge Trk #177 | 210,000 | N | 3/4 Ton 4X4 Utility | \$ 16,666.67 | \$ 50,000.00 |
| Parks & Grounds | 2003 Chevy Trk #163 | 195,000 | N | 3/4 Ton 4X4 long bed | \$ 13,515.00 | \$ 40,545.00 |
| Parks & Grounds | 2008 Ford 3/4 Trk #205 | 190,000 | N | 3/4 Ton 4X4 Utility | \$ 16,666.67 | \$ 50,000.00 |
| Probation | 2008 Dodge Aven #324 | 124,000 | N | Ford Patrol SUV | \$ 17,000.00 | \$ 42,000.00 |
| Probation | 2016 Ford Expl #311 | 130,000 | N | Ford Patrol SUV | \$ 17,000.00 | \$ 42,000.00 |
| Probation | 2016 Ford Expl #304 | 130,000 | N | Ford Patrol SUV | \$ 17,000.00 | \$ 42,000.00 |
| Bldg/Fire | 2005 Jeep Lbty #210 | 159,000 | N | Chevy Colorado Trk | \$ 10,000.00 | \$ 30,000.00 |
| Sheriff | Equinox #364 | 135,000 | N | 4X4 1/2 Ton Truck | \$ 14,500.00 | \$ 43,500.00 |
| Sheriff | Ford Exp PPU #358 | 145,000 | N | Ford Exp Patrol PPU | \$ 27,333.33 | \$ 82,000.00 |
| Sheriff | Ford Expl PPU #388 K9 | 150,000 | N | Ford Expl PPU - K9 | \$ 29,000.00 | \$ 87,000.00 |

740300 **Fixed Assets** (\$3,930,158) is recommended for the purchase of vehicles in the Sheriff's vehicle replacement program and the costs to purchase and install docking stations for the Probation mobile operation field officers.

COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: FLEET SERVICES
 (10800)
 Function: General
 Activity: Other General
 Fund: FLEET SERVICES

| JCN | CLASSIFICATION | 2021-22 Authorized Positions | | 2022-23 Proposed Positions | | Y-O-Y Changes in Positions | | Notes |
|--------------|------------------------------|------------------------------------|----------|----------------------------------|----------|----------------------------------|----------|-------|
| | | Funded | Unfunded | Funded | Unfunded | Funded | Unfunded | |
| 3700 | Fleet Services Manager | | - | 1.0 | - | 1.0 | - | A |
| 3700 | Automotive Shop Supervisor | 1.0 | - | - | - | (1.0) | - | A |
| 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 | - | - | - | |
| 3636 | Program Assistant I or | 1.0 | - | - | - | (1.0) | - | |
| 3637 | Program Assistant II | - | - | 1.0 | | 1.0 | | |
| TOTAL | | 6.0 | - | 6.0 | - | - | - | |

NOTES:

A Automotive Shop Supervisor position was reclassified to Fleet Services Manager to better meet the needs of the Division

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COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2022-23

Department: MICROWAVE RADIO SERVICES
 (11300)
 Function: General
 Activity: Other General
 Fund: Microwave Radio Fund

| | <u>ACTUAL</u> <u>2020-21</u> | <u>BOARD</u> <u>APPROVED</u> <u>2021-22</u> | <u>DEPARTMENT</u> <u>REQUEST</u> <u>2022-23</u> | <u>CAO</u> <u>RECOMMENDED</u> <u>2022-23</u> |
|--|---------------------------------|---|---|--|
| BEGINNING FUND BALANCE | 569,568 | 0 | 0 | 0 |
| <u>ESTIMATED REVENUES:</u> | | | | |
| 640101 Interest on Cash | 2,184 | 5,000 | 5,000 | 5,000 |
| 662742 Microwave Radio Service Charges | 518,374 | 518,375 | 500,000 | 500,000 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>520,558</u> | <u>523,375</u> | <u>505,000</u> | <u>505,000</u> |
| <u>EXPENDITURES:</u> | | | | |
| OPERATING EXPENSES | | | | |
| 720800 Maintenance - Equipment | 16,357 | 127,863 | 132,727 | 132,727 |
| 721200 Misc Expense - Sales Tax | 0 | 3,618 | 3,618 | 3,618 |
| 721400 Professional Specialized | 35,031 | 2,000 | 0 | 0 |
| 721700 Rents & Leases - Building/Land | 222,936 | 0 | 0 | 0 |
| 721909 Misc Expense - Property Tax | 0 | 2,105 | 2,105 | 2,105 |
| 730302 Retire Capital Lease (Equipment) | 40,979 | 43,860 | 43,860 | 43,860 |
| 730330 Rents & Leases - Principal | 0 | 235,919 | 247,571 | 247,571 |
| 730502 Interest Capital Leases | 2,881 | 0 | 0 | 0 |
| 731400 Interfund Expenses | 20,000 | 20,000 | 20,000 | 20,000 |
| <u>TOTAL OPERATING EXPENSES</u> | <u>338,185</u> | <u>435,365</u> | <u>449,881</u> | <u>449,881</u> |
| <u>TOTAL EXPENDITURES</u> | <u>338,185</u> | <u>435,365</u> | <u>449,881</u> | <u>449,881</u> |
| Income Over / (Under) Expenses | <u>182,373</u> | <u>88,010</u> | <u>55,119</u> | <u>55,119</u> |
| Carryover Restricted for Capital Replacement | 182,373 | 88,010 | 55,119 | 55,119 |

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. In Fiscal Year 2018-19, a Microwave Network Transformation project was completed. Madera County has contracted with Fresno County to maintain the radio system equipment as 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 County facilities in Chowchilla and Oakhurst.

Fiscal Year 2022-23

In Fiscal Year 2022-23 the County will continue to support and maintain the Microwave Radio System using both departmental resources and the Fresno County maintenance contract. Preliminary planning and scoping for the Fiscal Year 2023-2024 upgrade to replace the end-of-life equipment.

Fiscal Year 2023-24

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. In 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 \$620,369.23 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 unchanged based on projected returns on the cash balance of the Microwave Radio Fund.

MICROWAVE RADIO SERVICES

ESTIMATED REVENUES (continued)

662742 **Microwave Radio Service Charges** (\$500,000) is recommended decreased \$18,375. 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.

OPERATING EXPENSES

720800 **Maintenance - Equipment** (\$132,727) is recommended increased \$4,864 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 Prepaid Alcatel/Lucent Maintenance Agreement
- \$300 FCC License
- \$2,600 Crown Castle

721200 **Miscellaneous Expenses – Sales Tax** (\$3,618) is recommended unchanged 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** (\$0) is recommended decreased \$2,000.

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 unchanged 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

730330 **Rents & Leases - Principal** (\$247,571) is recommended increased \$11,652 and includes the costs for leasing existing tower space from private landowners.

\$ 2,880 Mobile Communication, Inc. – Mt Buillon

\$ 244,691 Massetti/Crown Castle/ City of Madera

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 \$55,119 is recommended decreased \$32,891 to be funded through unexpended/reserve funds from Fiscal Year 2022-23 and will be used toward equipment replacement in Fiscal Year 2023-24.



DEPARTMENTAL ORGANIZATIONAL CHARTS

The Departmental Organizational Charts contained in this document reflect the 2022-23 Recommended staffing allocations, inclusive of funded and unfunded positions, and are shown by assignment within the functional areas or programs of the department. These charts are intended to only provide an overview of the department and its functions/ programs and how those areas are staffed.

For more information on funded and unfunded positions, please refer to the specific departmental position summary.

Note: Organizational charts are presented in alphabetical order by department.

Board of Supervisors

Coordinate administrative activities and priorities

Coordinate administrative activities and priorities.
Implement Board direction

County Administrative Officer (CAO)

Elected Department Heads

- Sheriff
- District Attorney
- Auditor-Controller
- Assessor
- Treasurer-Tax Collector

County Administration

- Executive Assistant to the CAO
- Assistant CAO (New Funded Position)**
- Deputy CAO-Finance
- Deputy CAO-Legal/Risk

Appointed Department Heads

- Appointed Department Heads
- County Counsel

Purchasing, Finance & Special Projects

County Budget, Purchasing, Homelessness, CARES/ARPA, Leasing Program, Strategic Planning

- 1.0 Principal Administrative Analyst
- 1.0 Admin Analyst I/II/Sr.
- 1.0 Sr. Prog. Assistant/WOC as analyst for ARPA
- Current Unfunded:
1.0 Admin Analyst (UNF)
1.0 Office Assistant (UNF)

311 Customer Service Center

- 1.0 Sr. Program Assistant
- 3.0 Program Assistant I/II

Risk Management

- 1.0 Risk Management Analyst

Grant Services

- 1.0 Grant Services Manager

General Services

General Services Division Director

| | | |
|---|---|--|
| Fleet Services | County Facilities Maintenance | Capital Projects/Capital |
| Staffing: 1.0 Fleet Services Manager 2.0 Auto Technician 1.0 Parts Assistant 1.0 Sr. Auto Tech 1.0 Program | Staffing: 1.0 Facilities Superintendent 1.0 Program Assistant 1.0 Building Maint. Supervisor 3.0 Sr. Maint Worker 2.0 HVAC Spec. 6.0 Maint Worker 1.0 Sr. Grounds Maint Worker 6.0 Grounds Maint Worker | Staffing: 1.0 Sr. Admin Analyst Kithell CEM Contract |

Department of Agriculture

Agricultural Commissioner / Sealer of Weights & Measures

Deputy Agricultural Commissioner/Sealer of Weights & Measures

Consumer Protection Pesticide Use Enforcement

Agricultural Services
Commodity Inspections & Shipments, Crop Report, Apiary

Pest Detection/Exclusion
Insect trapping, Plant inspections

Weights and Measures
Device Inspections, Transaction surveillance

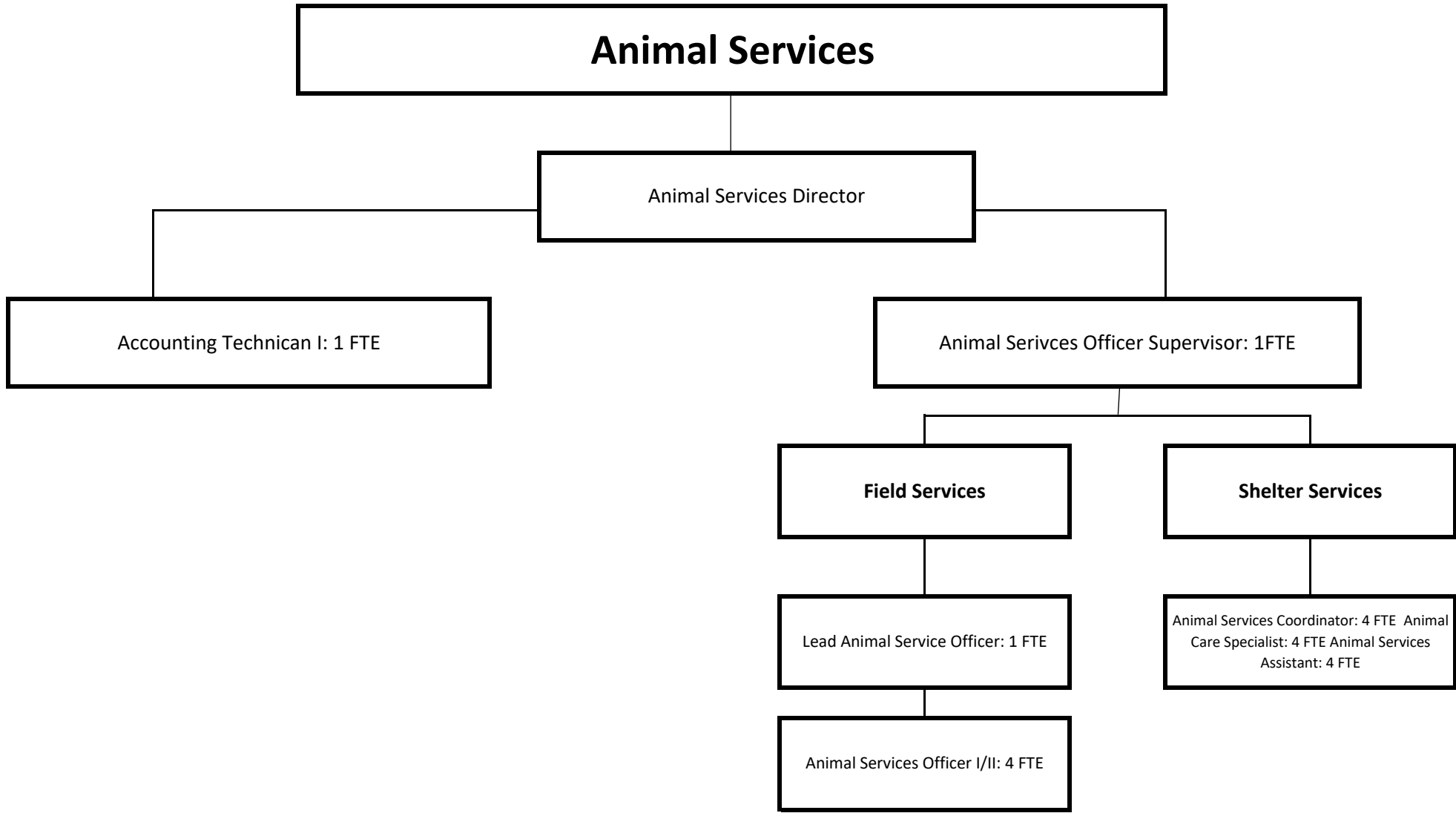
Staffing
Supervising Ag Inspector: 1FTE Ag & Standards Inspector: 5 FTE
Program Asst. II: 1FTE

Staffing
Ag & Standards Inspector: 2FTE
Admin. Analyst II: 1FTE

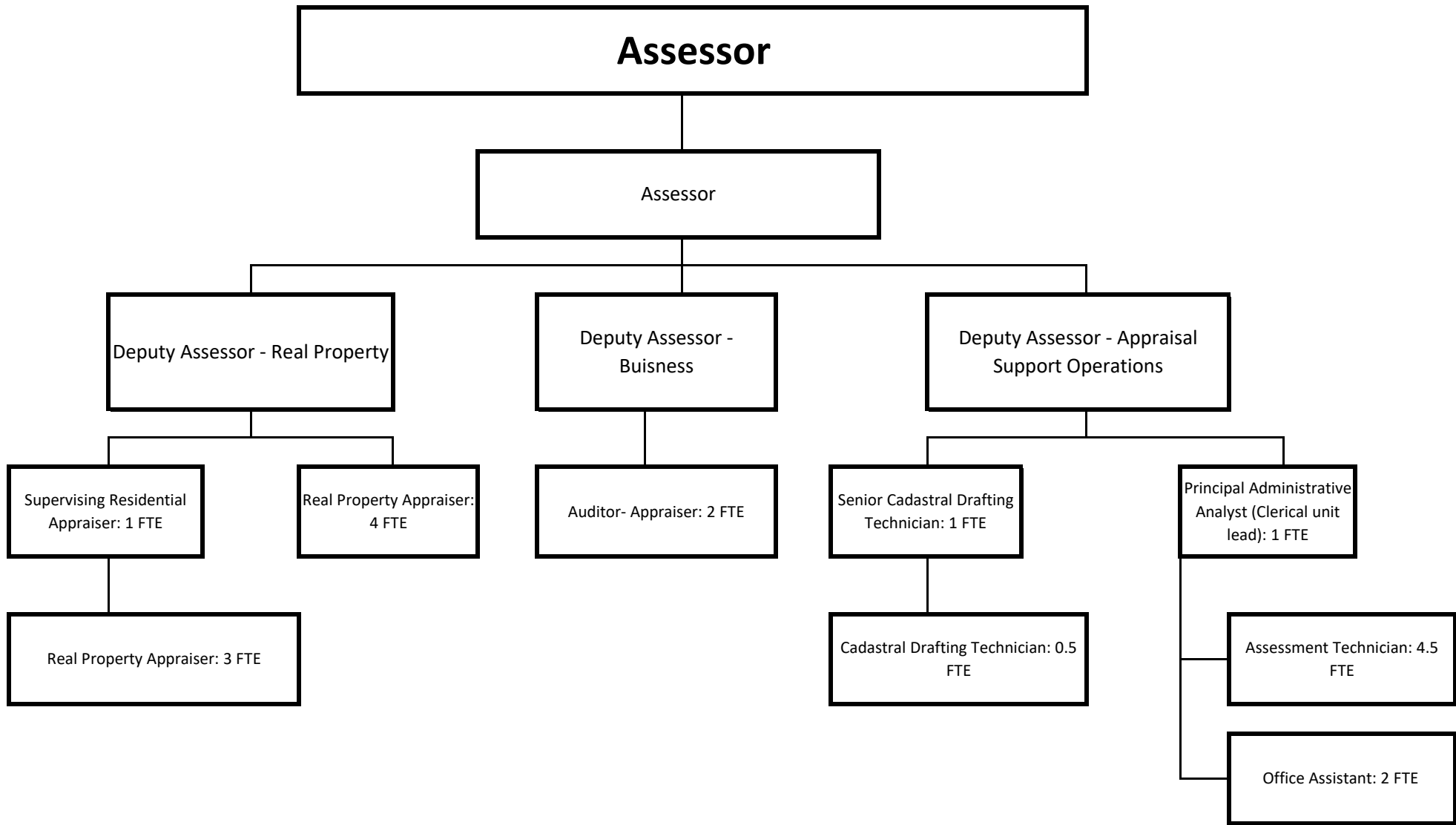
Staffing
Ag & Standards Inspector: 3 FTE

Staffing
Supervising Ag Inspector: 1FTE
Ag Technician: 1FTE
Program Assistant I: 1FTE

Total FTE: 18.0

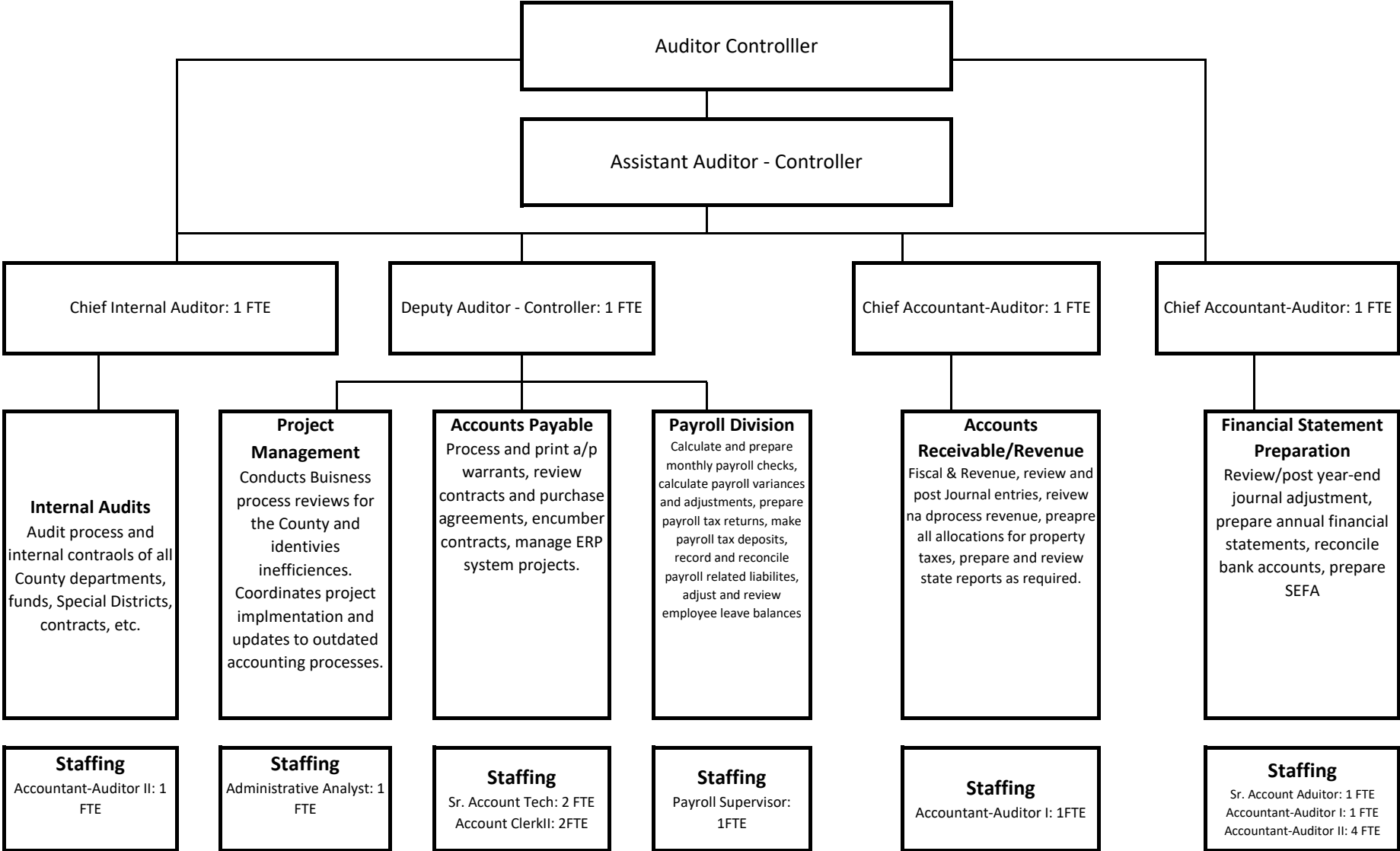


Total FTE: 13.0



Total FTE: 24.0

Auditor - Controller Department



Total FTE: 24.00

Total FTE: 24.0

BEHAVIORAL HEALTH SERVICES DEPARTMENT

Director of Behavioral Health Services 1.0 FTE

Exec Asst to Department Head 1.0 FTE

Compliance Officer/Prgm Mgr 1.0 FTE

Medical Director 0.5 FTE
Nurse Practitioner 1.0 FTE
Registered Nurse I/II or LVN 4.0 FTE
PH Clinical Services Asst 4.0 FTE

Deputy Director - Operations 1.0 FTE
Administrative Assistant 1.0 FTE

Assistant Behavioral Health Services Director 1.0 FTE
Program Assistant 1.0 FTE

Fiscal Manager 1.0 FTE
Budget, Contracts Management,
Purchasing, Accounts Payable, Accounts
Receivable, Payroll, Personnel, IT
Technical Support, Facilities Management,
Transportation Services

BHS Division Manager 1.0 FTE
Quality Management, Regulatory
Compliance, Data Management,
Statistical Analysis/Outcomes, State
Reviews, Clinical Audits, Program
Performance, CalAIM Initiatives

BHS Division Manager 1.0 FTE
Crisis Continuum Services, Access
and Treatment Authorization
Program, Mobile Crisis Services, 988
Call Center, Clinical Administrative
Support,

BHS Division Manager 1.0 FTE
Children System of Care, Partnership
Programs, Madera Region Behavioral
Health Counseling Center

BHS Division Manager 1.0 FTE
Adult System of Care, Pine Recovery
Center, Chowchilla Region Behavioral
Health Counseling Center, MHSA

BHS Division Manager 1.0 FTE
Justice Involved Services, Substance
Abuse Prevention and Treatment
Services, Gambling Addiction, Oakhurst
Region Behavioral Health Counseling
Center

Principal Admin Analyst 1.0 FTE
Senior Admin Analyst 2.0 FTE
Admin Analyst I/II 3.0 FTE
Acct-Auditor I/II or Senior 1.0 FTE
Senior Acctg Tech 2.0 FTE
Accounting Tech I/II 2.0 FTE
Senior Program Assist 1.0 FTE
Central Services Worker 2.0 FTE
Vocational Asst Driver 2.0 FTE

Admin Analyst I/II 5.0 FTE
Administrative Assist I/II 2.0 FTE
Program Asst I/II 3.0 FTE
Office Assist I/II 1.0 FTE

Supv MH Clinician 2.0 FTE
BH Program Supv 1.0 FTE
MH Caseworker I/II 4.0 FTE
Certified A&D Counselor 4.0 FTE
Licensed MH Clinician 3.0 FTE
Prelicensed MH Clinician 7.0 FTE
Ofc Services Supv I/II 1.0 FTE
Program Asst I/II 4.0 FTE
Office Asst II 2.0 FTE
Sr Program Asst I/II 2.0 FTE
Mental Health Aide 2.0 FTE
Vocational Asst Driver 1.0 FTE

Supv MH Clinician 3.0 FTE
Licensed MH Clinician 9.0 FTE
Pre-Licensed MH Clinician 6.0 FTE
Certified A&D Counselor 1.0 FTE
MH Caseworker I/II 7.0 FTE
Administrative Asst 2.0 FTE
Office Assistant/II 2.0 FTE
Mental Health Aide 1.0 FTE
Vocational Asst Driver 1.0 FTE

Supv MH Clinician 2.0 FTE
BH Program Supv 2.0 FTE
Senior MH Caseworker 3.0 FTE
Licensed MH Clinician 4.0 FTE
Prelicensed MH Clinician 10.0 FTE
Certified A&D Counselor 0.5 FTE
Health Educ Coord 1.0 FTE
MH Caseworker I/II 13.0 FTE
Senior Program Asst 2.0 FTE
Mental Health Aide 3.0 FTE
Vocational Asst Driver 2.0 FTE

Supv MH Clinician 1.0 FTE
BH Program Supv 1.0 FTE
Licensed MH Clinician 2.0 FTE
Prelicensed MH Clinician 8.0 FTE
Certified A&D Counselor 9.0 FTE
Comm Health&Well Asst 2.0 FTE
Health Educ Coord 3.0 FTE
MH Caseworker I/II 7.0 FTE
Senior Program Asst I/II 1.0
Mental Health Aide 3.0 FTE
Vocational Asst Driver 1.0 FTE

Total FTE: 194

**Board of Supervisors
5 Supervisorial Districts**

Chief Clerk of the Board

Performs duties specified in the California Government Code, County code and other statutory provisions referencing the duties of the COTB. Performs a variety of responsible and specialized administrative support services for the BOS, including but not limited to maintaining official records of actions and proceedings; Conflict of Interest Codes and State mandated Filing Officer for Statement of Economic Interest (Form 700), Madera County Code and BOS approved contracts; provide administrative support and clerk the Assessment Appeals Board (AAB), Remote Access Network and City Selection Committee; provide administrative support to BOS; assists other departments, entities and public with research and retrieval of information; prepares and monitors BOS budget; updates and maintains official rosters and/or administers Oath of Office of all Boards, Commissions and Committees; provides staff assistance as directed by BOS; organizes and participates in special ceremonies, conferences and events sponsored by the BOS; represents the BOS to the public, County departments, and outside agencies

Staffing
Chief Clerk of the Board: 1 FTE
Assistant Clerk of the Board: 1 FTE
Deputy Clerk of the Board I/II: 4 FTE

District Chiefs of Staff

Under direction of a member of the BOS, performs a wide variety of legislative and other specialized research and analysis, analyze problems, identify alternative solutions, project consequences of proposed actions and makes recommendations including, but not limited to proposed legislation, community interests and governmental problems. Serve as a liaison with member constituency, employees, the public and community groups, including but not limited to public speaking, press releases and social media. Organizes and participates in special ceremonies, conferences and events sponsored by the BOS; attends meetings, seminars or conferences and events as a representative of the BOS; represents the BOS to the public, County departments and outside agencies

Staffing
District Chief's of Staff: 5 FTE

Total FTE: 16.0

Madera County Child Support Services

Child Support Director

Deputy Director: 1 FTE

Senior Deputy District Attorney: 1 FTE

Admin Assistant: 1 FTE
Fiscal and Accounting Services
Admin Analyst: 1 FTE

Child Support Program Coordinator: 1 FTE

Program Manager: 1 FTE

Program Manager: 1 FTE

Staffing
Child Support Assistant III: 3 FTE
Child Support Assistant I/II: 4 FTE

Supervisor: 1 FTE

Enforcement of Child Support
Child Support Specialist I/II: 10 FTE
Child Support Specialist III: 3 FTE

Supervisor: 1 FTE

Establishment of Child Support
Child Support Specialist I/II: 5 FTE
Child Support Specialist III: 1 FTE
Child Support Assistant II: 3 FTE

Total FTE: 39.0

Community and Economic Development

Community and Economic Development Director

**See Environmental Health
Organizational Chart**

Deputy Director

Deputy Director

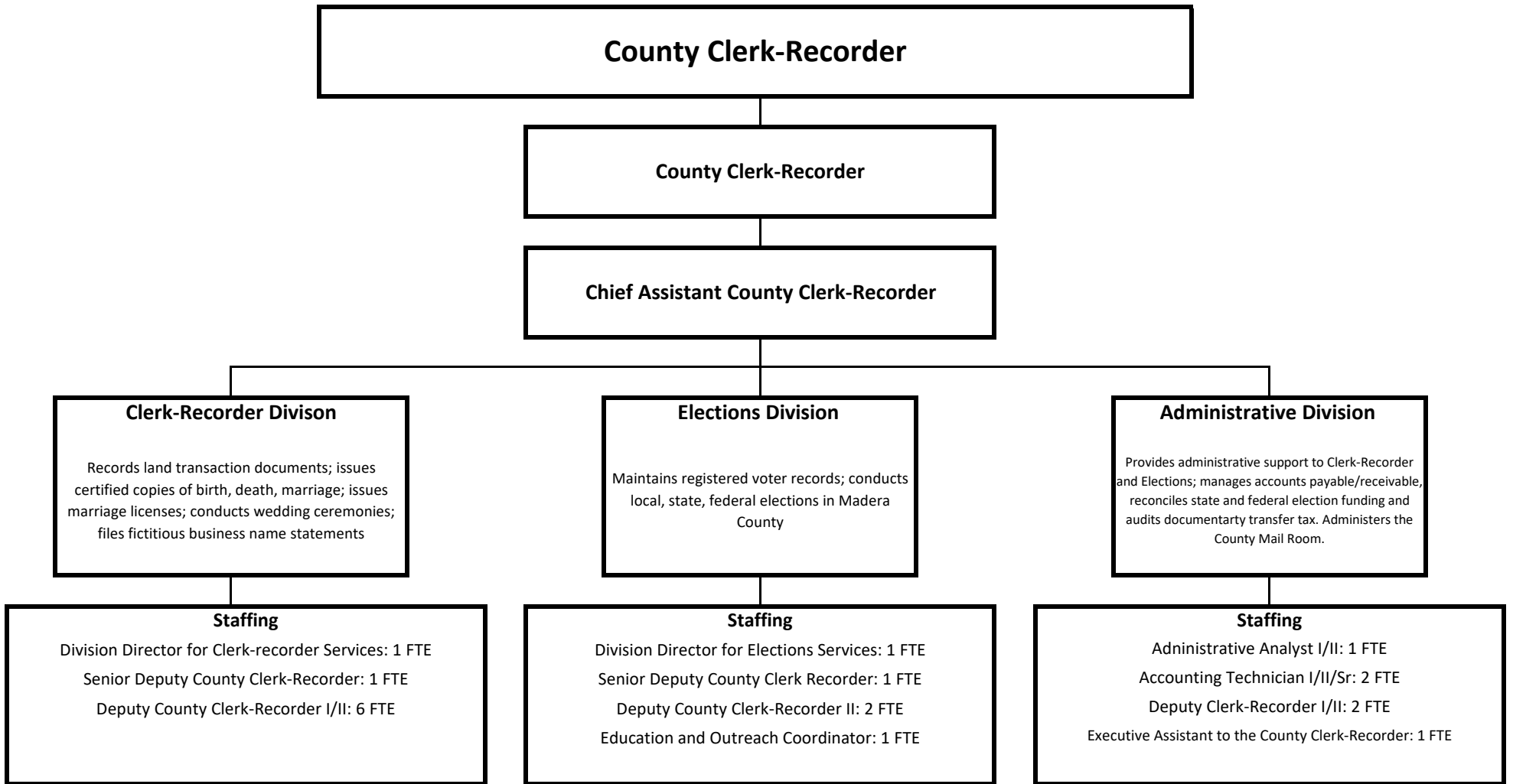
Planning
The Planning Division's responsibility is to promote the most effective, efficient, aesthetic, and safest use of land for present and future generations of Madera County residents and visitors. It is responsible for the preparation and updating of a comprehensive long-term General Plan for the land use and physical development of the County and for the execution of this Plan and for enforcing County Code.

Building & Fire Safety
The Building and Fires Safety Division is responsible for assuring the construction in Madera County adheres to the California Fire Code and California Building Code.

Staffing
Administrative Analyst I/II/Sr: 1 FTE
Executive Assistant to Dept Head: 1 FTE
Code Enforcement Officer I/II: 3 FTE
Supervising Code Enforcement Officer: 1 FTE
Planner I/II: 5 FTE
Senior Planner: 2 FTE
Planning Tech or Planning Aide 1 FTE

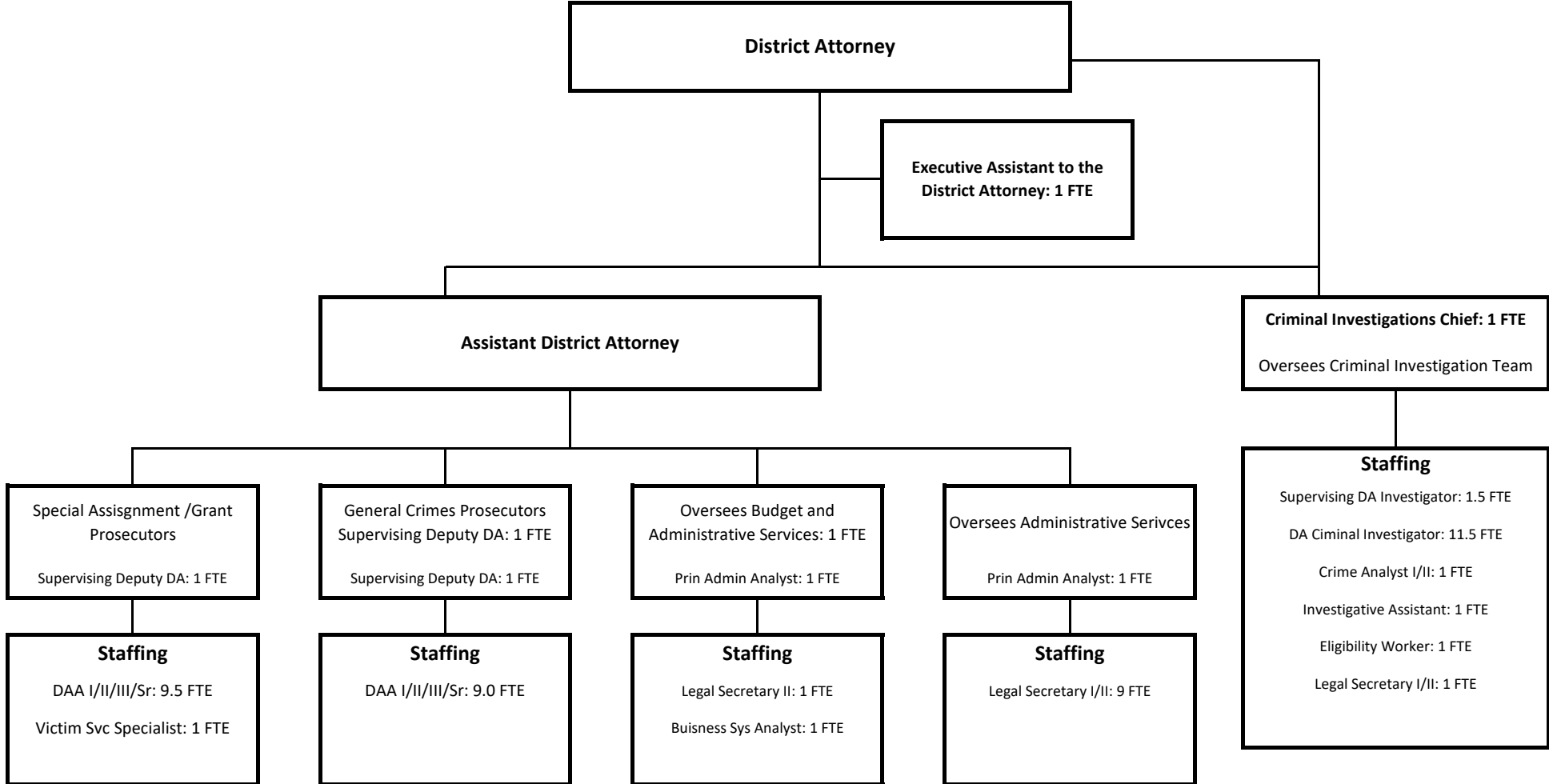
Staffing
Administrative Analyst I/II/Sr: 1 FTE
Account Clerk II: 1 FTE
Building Inspector I/II: 8 FTE
Building Permit Services Manager: 1 FTE
CED Business System Information Analyst I/II/Sr: 1 FTE
Fire Prevention Officer: 3 FTE
Plan Checker: 5 FTE
Permit Technician: 4 FTE
Program Assistant I/II: 2 FTE
Senior Permit Tech: 1 FTE

Total FTE: 44.0



Total FTE: 20.0

Madera County District Attorney's Office



Total FTE: 55.5

Environmental Health

CED Deputy Director, Environmental Health: 1 FTE

Supervising REHS:

**Food Safety,
Recreational Health &
Instiutional Health**

Regulatory oversight of retail
food facilities, camps, pools

Staffing
Senior REHS: 1 FTE
REHS I/II: 3 FTE

**Water Systems & Well
Permitting**

Regulatory oversight of small
water systems under 200
connections

Staffing
Senior REHS: 1 FTE
REHS I/II: 2 FTE

Permit Tech
EHS: 1 FTE

CUPA

Hazardous Materials,
Hazardous Wastes,
Underground Storage Tanks,
Aboveground Storage Tanks,
etc.

Staffing
Senior REHS: 1 FTE
REHS I/II: 3 FTE

**Medical Waste & Body
Art/Tattoo**

Biohazardous wastes, sharps
wastes, infection control

Staffing
REHS I/II: 1 FTE

**Solid Waste & Onsite
Wastewater**

Landfill, Septic Systems

Staffing
REHS I/II: 1 FTE

Administrative Support

Staffing
Administrative Assistant: 1 FTE

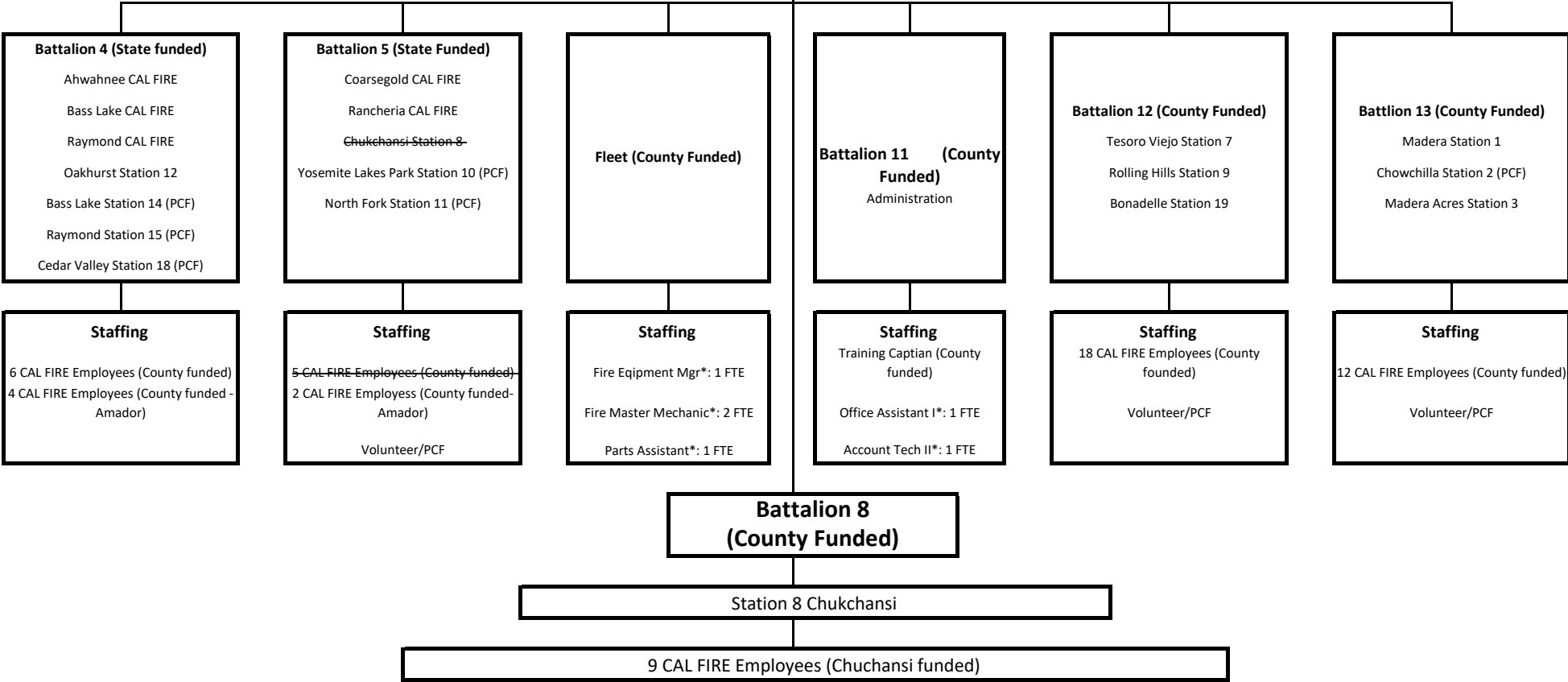
Total FTE: 16.0

Total FTE: 24.0

Fire Department

Fire Chief
(State Funded)

Assistant Chief
(State Funded)



Battalion 4 (State funded)
 Ahwahnee CAL FIRE
 Bass Lake CAL FIRE
 Raymond CAL FIRE
 Oakhurst Station 12
 Bass Lake Station 14 (PCF)
 Raymond Station 15 (PCF)
 Cedar Valley Station 18 (PCF)

Staffing
 6 CAL FIRE Employees (County funded)
 4 CAL FIRE Employees (County funded - Amador)

Battalion 5 (State Funded)
 Coarsegold CAL FIRE
 Rancheria CAL FIRE
~~Chukchansi Station 8~~
 Yosemite Lakes Park Station 10 (PCF)
 North Fork Station 11 (PCF)

Staffing
~~5 CAL FIRE Employees (County funded)~~
 2 CAL FIRE Emploeyss (County funded - Amador)
 Volunteer/PCF

Fleet (County Funded)

Staffing
 Fire Eqipment Mgr*: 1 FTE
 Fire Master Mechanic*: 2 FTE
 Parts Assistant*: 1 FTE

Battalion 11 (County Funded)
 Administration

Staffing
 Training Captian (County funded)
 Office Assistant I*: 1 FTE
 Account Tech II*: 1 FTE

Battalion 12 (County Funded)
 Tesoro Viejo Station 7
 Rolling Hills Station 9
 Bonadelle Station 19

Staffing
 18 CAL FIRE Employees (County funded)
 Volunteer/PCF

Battlion 13 (County Funded)
 Madera Station 1
 Chowchilla Station 2 (PCF)
 Madera Acres Station 3

Staffing
 12 CAL FIRE Employees (County funded)
 Volunteer/PCF

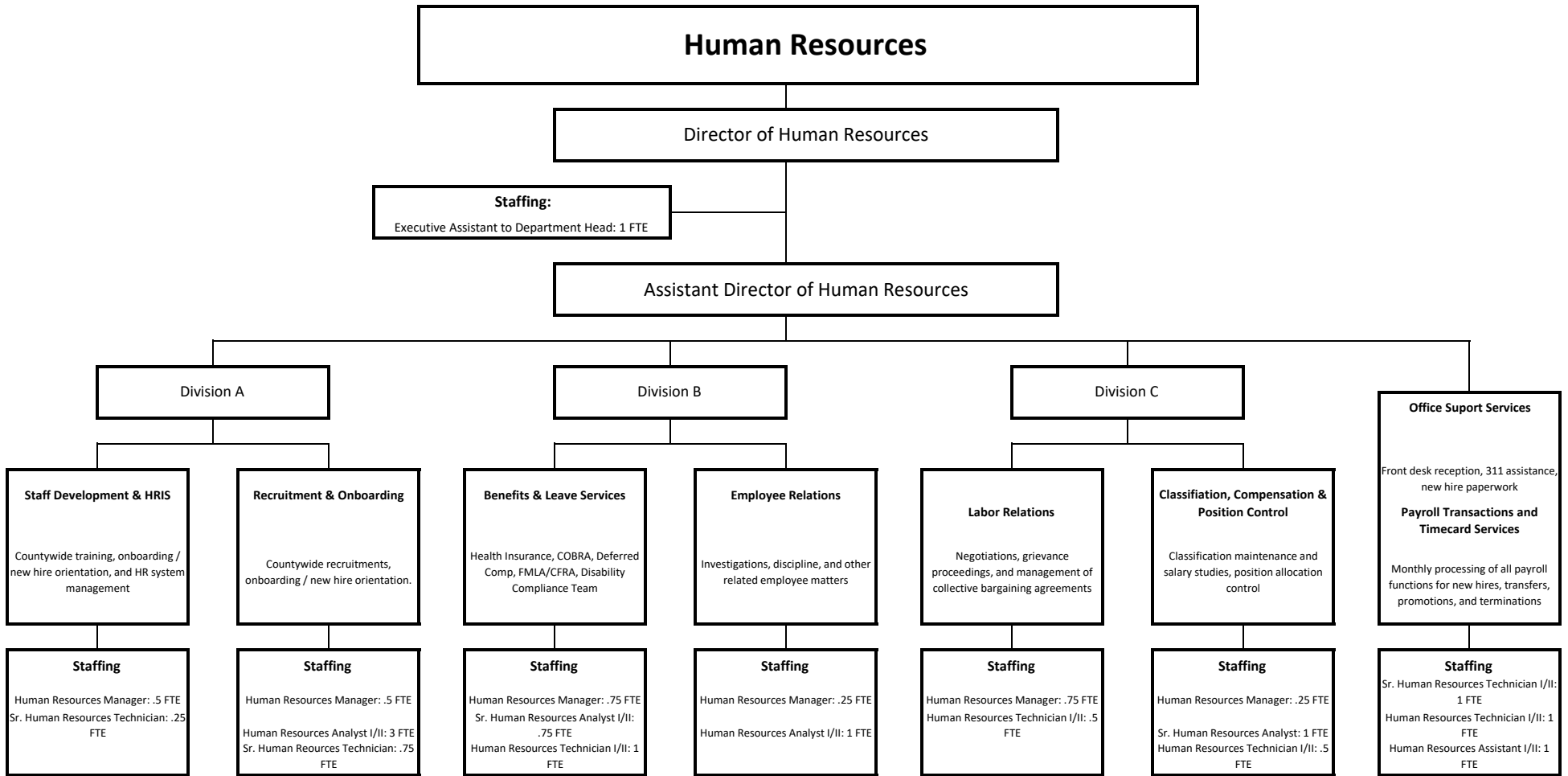
Battalion 8 (County Funded)

Station 8 Chukchansi

9 CAL FIRE Employees (Chuchansi funded)

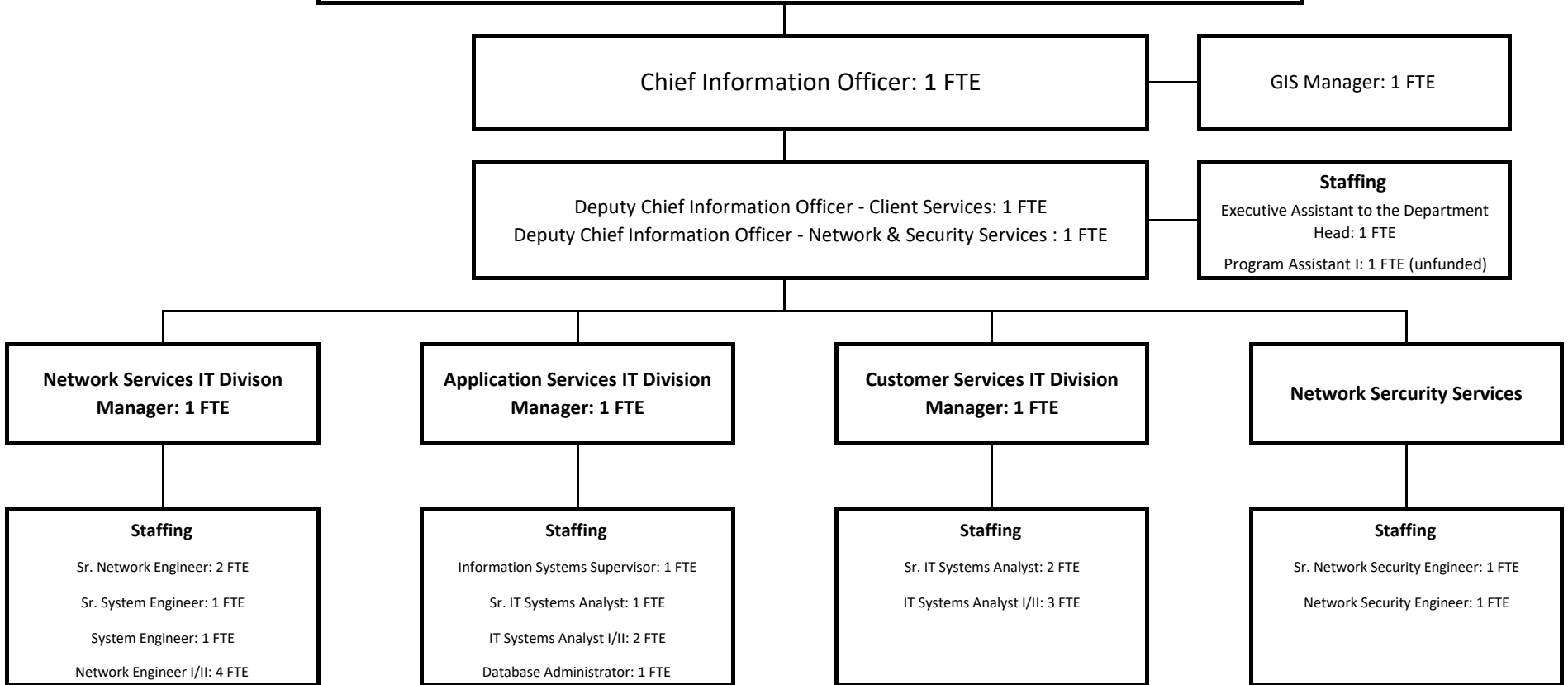
Total FTE: 6*

* Represents County Employees



Total FTE: 18.0

Information Technology



Total FTE: 29.0

Sheriff's Office-Jail Division

Assistant Sheriff

Corrections Director

Admin Analyst: 1 FTE

Assistant Corrections Director

Operations Lieutenant: 1 FTE

Administrative Lieutenant: 1 FTE

Operations
Provides oversight of the day-to-day operations of the County Jail, including: Inmate Population Management; Jail Services; and Special Operations Response Team

Transportation
Provides transportation services; Court Holding Security; and support to Jail Operations

Administration
Provides administrative services to the public; support to Jail Operations; DPPM update; Annual Training to sworn staff; Contract Backgrounds; and Facility Maintenance.

Support Services
Provides support for Jail operations, including: Records Management; AB 109; Inmate Programs; Community Service; Human Resources; and Accounting Services

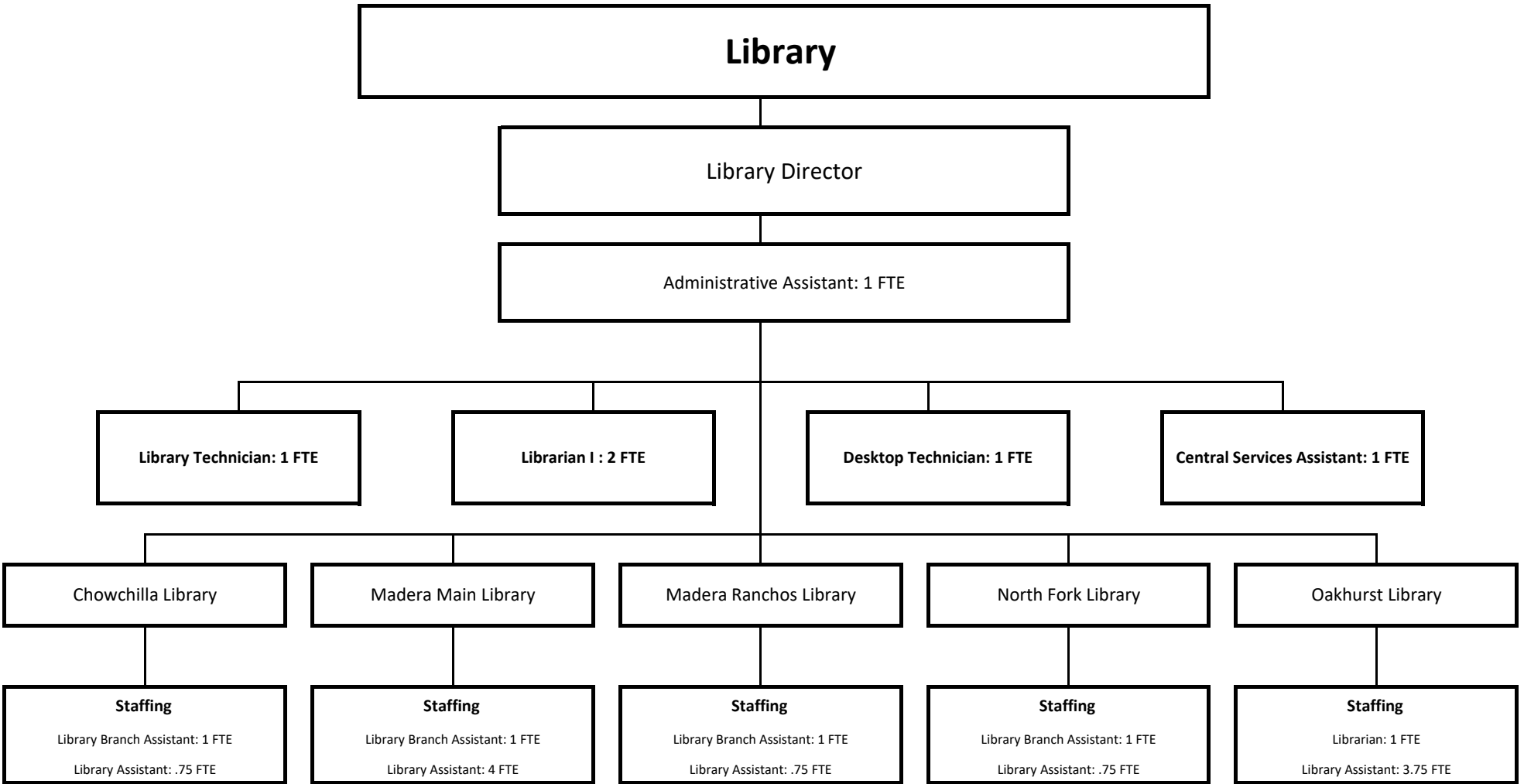
Staffing
Correctional Sergeants: 4 FTE
Correctional Corporals: 9 FTE
Correctional Officer I/II: 75 FTE

Staffing
Correctional Sergeant: 1 FTE
Correctional Corporal: 1 FTE
Correctional Officer I/II: 8 FTE

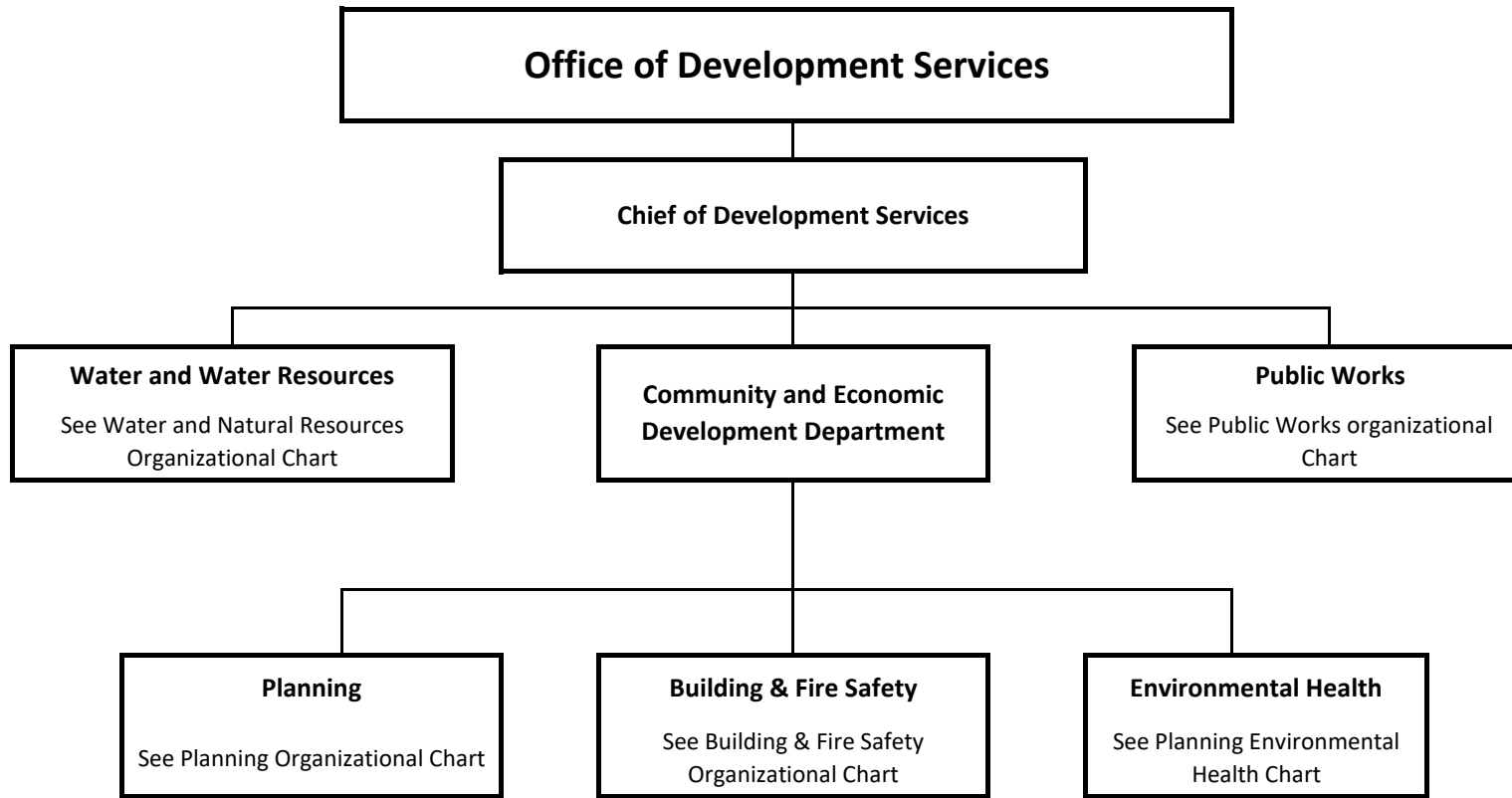
Staffing
Correctional Sergeant: 1 FTE
Correctional Corporal: 1 FTE
Program Assistant I/II: 4 FTE
Building Maintenance: 1 FTE

Staffing
Correctional Sergeant: 1 FTE
Correctional Officer I/II: 1 FTE
Business Systems Analyst II: 1 FTE
Personnel Technician I/II: 2 FTE
Admin. Analyst: 2 FTE
Records Specialists I/II: 7 FTE
Sr. Program Assistant: 1 FTE

Total FTE: 125.0



Total FTE: 22.0



Total FTE: 200.0

Department of Public Health

Health Officer

Public Health Director

Deputy Public Health Director - Clinical Services

Assistant Public Health Director

Deputy Public Health Director - Operations

Children's Medical Services

Provides care coordination assistance and case management to families with children who have special medical needs, as well as Lead poisoning prevention services.

Clinical Services

Includes immunizations, infectious disease testing, and speciality clinic services including and treatment of Tuberculosis and sexually transmitted diseases.

Communicable Disease Control & Prevention

Provides mandated reporting as well as infectious disease surveillance, investigation, prevention, and health outreach.

Laboratory Services

Monitors & detects public health threats from infectious diseases, contamination in drinking water, and provides drug testing.

Equity, Preparedness, Improvement and Communication

Accreditation, emergency preparedness, public communication, quality improvement and strategic planning.

Epidemiology Services

Provides Vitals Statistics services; disease mitigation, analysis, and research.

Community Wellness

Provides health education to prevent chronic diseases, builds community capacity for emergency preparedness, and provides Vital Statistics services.

Maternal, Child & Adolescent Health

Provides case management services to address comprehensive health, physical, psychosocial needs of the maternal, child, & adolescent population.

Women, Infant & Children's Program

Provides supplemental foods, health care referrals, and nutrition education for low-income pregnant, breastfeeding, and post-partum women, and to infants & children up to age five.

Administration

Provides oversight to department payroll and human resources functions, as well as provider outreach.

Fiscal & Operations Services

Manages budgets, contracts, billing, accounts payable, accounts receivable, special revenues, special projects, information technology support, mobile health services, inventory, facility support, pharmacy reimbursement program, and emergency medical services provider reimbursement.

Staffing

PH Program Manager: 1 FTE
Supervising PHN: 1 FTE
PT/OT Unit Supv: 1 FTE
Physical Therapist: 1 FTE

Occupational Therapist: 1 FTE

PHN: 11 FTE
PH Ed Asst: 2 FTE
Therapy Asst: 1 FTE
Sr. Prog Asst: 1 FTE
Program Asst: 2 FTE
Admin Asst: 1 FTE
Account Tech: 1 FTE

Staffing

PH Program Mgr: 1 FTE
PHN: 1 FTE
RN: 1 FTE

Hlth Ed Specialist: 1 FTE (1 U/F)

PH Clin Svcs Asst: 4 FTE (1 U/F)
Prog Asst: 1 FTE
Office Asst: 2 FTE

Staffing

Program Manager: 1 FTE
PHN: 2 FTE
PH Ed Asst: 1 FTE
CD Investigator: 1 FTE
Hlth Ed Specialist: 3 FTE
PH Clin Services Asst: 1 FTE

Staffing

Lab Director: 1 FTE
Lab Manager: 1 FTE
PH Microbiologist: 1 FTE
Lab Technician: 2 FTE
Sr. Program Asst: 1 FTE

Staffing

Program Manager: 1 FTE
Sr. Admin Analyst: 1 FTE (1 U/F)
Admin Analyst: 2 FTE
Hlth Ed Coordinator: 4 FTE

Comm. Health & Well Asst: 2 FTE
Hlth Ed Specialist: 3 FTE
Program Assistant: 1 FTE

Staffing

Sr. Epidemiologist: 1 FTE
Epidemiologist: 1 FTE
Sr. Program Asst: 1 FTE
Program Asst: 1 FTE
Hlth Ed Specialist: 1 FTE

Staffing

PH Program Mgr: 1 FTE
Hlth Ed Coordinator: 4 FTE (1 U/F)
Hlth Ed Specialist: 5 FTE

Comm. Hlth & Well Asst: 1 FTE
PH Ed Asst: 1 FTE

Staffing

PH Program Mgr: 1 FTE
PHN: 1 FTE
Hlth Ed Coordinator: 2 FTE
Hlth Ed Specialist: 2 FTE
PH Ed Asst: 5 FTE
PH Case Mgmt Asst: 2 FTE (1 U/F)

Staffing

PH Program Manager: 1 FTE
Adm Analyst: 1 FTE
Reg Dietician: 1 FTE
Sr. Nutrition Asst: 3 FTE
Nutritionist: 2 FTE
Nutrition Asst: 11 FTE

Staffing

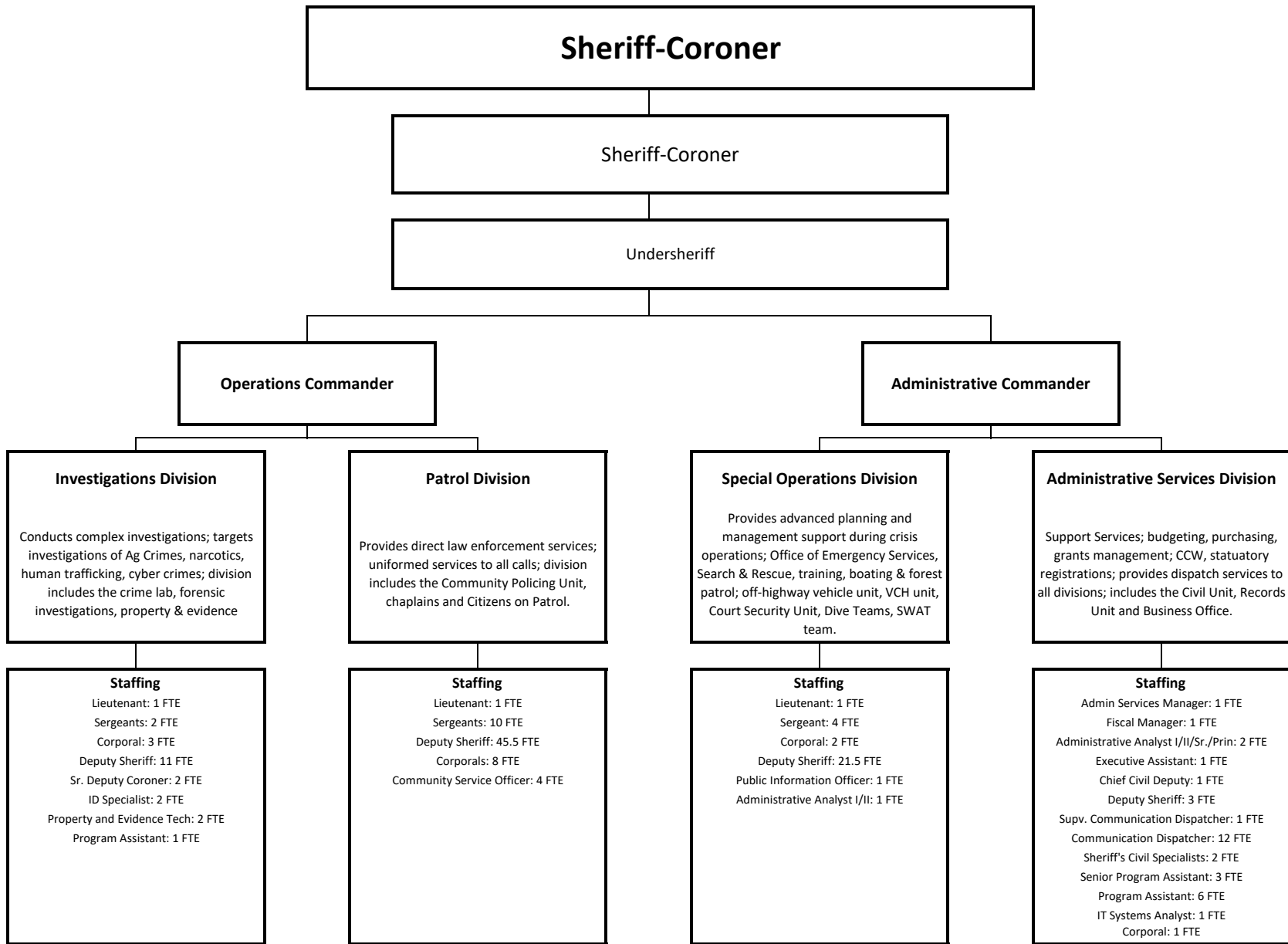
Admin Analyst: 2 FTE
Executive Asst: 1 FTE

Hlth Ed Specialist: 2 FTE (1 U/F)

Staffing

Fiscal Manager: 1 FTE
Program Manager: 1 FTE
Hlth Ed Coordinator: 1 FTE
Hlth Ed Specialist: 1 FTE

Sr. Admin Analyst: 2 FTE (1 U/F)
Admin Analyst: 5 FTE
PHN: 1 FTE
RN: 1 FTE
Ph Clin Svcs Asst: 2 FTE
Sr. Account Tech: 2 FTE
Account Tech: 1 FTE
Business System info Analyst: 1 FTE
Program Asst: 1 FTE



Total FTE: 164.0

Social Services

Director/Public Guardian/Conservator/Public Authority

Deputy Director: 3 FTE

Protective Services

Protective Services
Child Protective Services, Adult Protective Services, Adoptions, Program Integrity

Eligibility Services

CalWORKs/CalFRESH/Medi-Cal/In Home Supportive Services/ Welfare to Work/ IEVS/ Appeals/ Program Integrity

County Counsel

Legal Services

Administrative Support Staff

MOUs/Contracts/ General Support to the Director and the Deputy Directors

Clerical/Fiscal

Reception/Claims/Budgets Payroll/Transportation/General Support

Public Guardian

Public Conservator/ Public Administrator

Staffing

Program Manager: 4 FTE
Secretary: 2 FTE
Social Worker Supervisor: 16 FTE
Social Worker I: 19 FTE
Social Worker II: 8 FTE
Social Worker III: 19 FTE
Social Worker IV: 31 FTE

Staffing

Program Manager: 4 FTE
Secretary: 2 FTE
Social Worker Supervisor: 2 FTE
Employment Training Supervisor: 4 FTE
Employment Training Worker I: 5 FTE
Employment Training Worker II: 14 FTE
Employment Training Worker III: 7 FTE
Eligibility Supervisor: 17 FTE
Eligibility Worker I: 12 FTE
Eligibility Worker II: 52 FTE
Eligibility Worker III: 28 FTE

Staffing

Deputy County Counsel III: 2 FTE
Deputy County Counsel I: 1 FTE
Program Assistant: 1 FTE

Staffing

Administrative Analyst II: 11 FTE
Sr. Admin Analyst: 2 FTE
Administrative Assistant: 1 FTE
Executive Assistant: 1 FTE
Personnel Assistant: 3 FTE
Program Assistant I: 2 FTE
Program Assistant II: 3 FTE
Sr. Program Assistant: 1 FTE

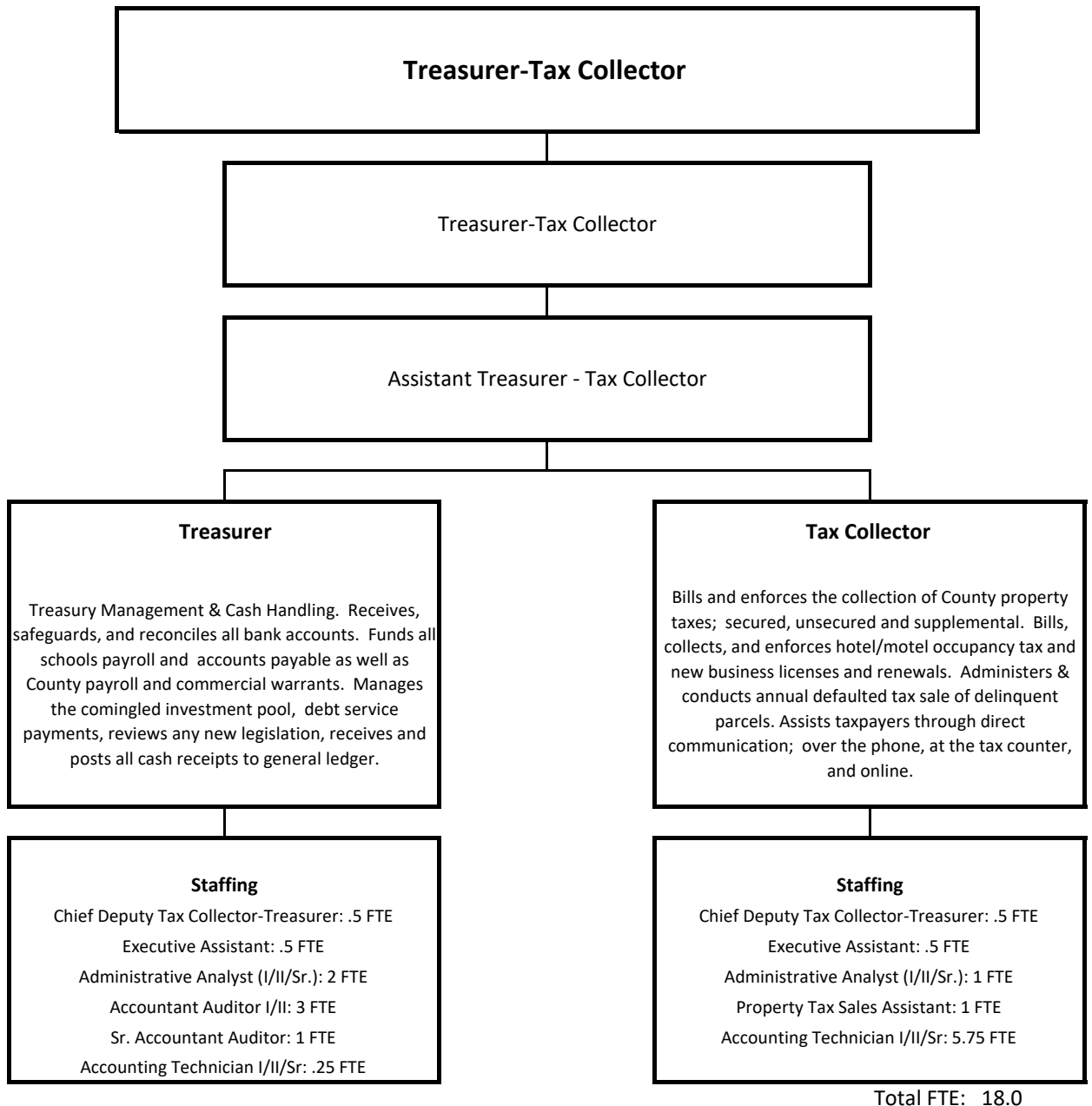
Staffing

Fiscal Manager: 1 FTE
Staff Services Manager: 1 FTE
Account Clerk Supervisor: 1 FTE
Account Clerk II: 9 FTE
Account Technician I: 4 FTE
Sr. Accounting Technician: 3 FTE
Office Assistant Supervisor II: 2 FTE
Office Assistant Supervisor I: 9 FTE
Office Assistant II: 42 FTE
Office Assistant III: 11 FTE
Vocational Assistant: 11 FTE
Central Services Assistant: 1 FTE
Central Services Worker: 1 FTE
Business Systems Analyst: 3 FTE

Staffing

Chief Deputy Public Guardian: 1 FTE
Deputy Public Guardian: 2 FTE
Office Assistant: 1 FTE

Total FTE: 381.0



Veterans Service Office

Veterans Service Officer

Department Responsibilities
Assist Veterans, their Spouses, Widow's, and Dependents with Federal, State & Local Benefits

Staffing
Veterans Service Representative: 2 FTE
Veteran Service Assistant: 1 FTE

Total FTE: 4.0

Water and Natural Resources

Director: 1 FTE

Deputy Director: 1 FTE

Groundwater Sustainability Agencies (GSA'S)
three groundwater sustainability agencies in the Madera, Chowchilla, and Delta-Mendota Subbasins

Staffing
Water Resources Specialist I/II/III: 6 FTE
Administrative Analyst I/II/III: 1 FTE
Program Assistant I/II/III: 1 FTE

Flood Control Agency
a special district to maintain channels and levees

Staffing
Water Resources Specialist I/II/III: 1 FTE

Watershed Health
integrated upper and lower watershed health

Total FTE: 6.0